

REPORT OF CITY PLAN COMMISSION
October 5, 2015 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Wiza, Alderperson Mary Kneebone, Commissioner Bob Brush, Commissioner Hoppe, Commissioner Garry Curless, and Commissioner Dave Cooper.

EXCUSED: Commissioner Anna Haines

ALSO PRESENT: Community Development Director Michael Ostrowski, City Attorney Andrew Beveridge, Comptroller/Treasurer Corey Ladick, Parks and Rec. Director Schrader, Alderperson Phillips, Alderperson Morrow, Alderperson Oberstadt, Alderperson Ryan, Nate Enwald, Barb Jacob, Kevin Quevillon, Katja Marquart, Susan Zach, Leon Ostrowski, Aaron Kadoch, Don Keck, Jim Anderson, Cliff King, Neil Prendergast, Dave Wilz, Brandi Makuski, Janice Doxtater, Cathy Dugan, John Holdridge, Mark Erwin, Bobbie Erwin, Dick Judy, Sari Lesk, Dino Tlachac, Todd Kuckkuhn, Jerry Moore, Bob Fisch, and Bailey Bushman.

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1. Roll call.

Discussion and possible action on the following:

2. Report of the September 8, 2015 Plan Commission meeting.
3. **Public Hearing** – Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).
4. **Action on the above. This item will be discussed jointly with the Parks Commission.**
5. Request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05).
6. Request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School.
7. Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03). *Note the Public Hearing for this item occurred at last month's Plan Commission meeting (9/8/2015).*
8. Request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse.

9. Director's Update.

10. Adjourn.

1. Roll call.

Present: Wiza, Kneebone, Brush, Hoppe, Curless, Cooper

Discussion and possible action on the following:

2. Report of the September 8, 2015 Plan Commission meeting.

Motion by Commissioner Cooper to approve the minutes of the September 8, 2015 Plan Commission meeting; seconded by Commissioner Curless. Motion carried 6-0.

3. **Public Hearing** – Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).

Aaron Kadoch, 718 Linwood Avenue, explained the proposal is for a pocket type park inside of Pfiffner Park. This location was chosen because of it being a gateway to the river as well as the natural circular zone that everyone uses to approach the river and park. In the time of events, this area does not have a lot of activity, but just resembles a gateway to the park. The area would commemorate the sister/partner cities of Stevens Point. The area designated as 2 in the diagram would be an area of exhibit spaces and kiosks that could be set up for festivals on a rotating basis. The entrance would be a point of beginning to the commons. There would be an outdoor class room area as well as an interactive walking labyrinth. This designed area would be a gateway to the city as well as the downtown and would also have an interactive mobile application to explain the history and the area. The hope is for simple maintenance of the landscaping. The Rotary has already given some assistance in the development and they would be commemorated by the multiple gear symbols throughout the park.

Mayor Wiza stated some of the photos are more representative of what they are trying to do in the area as this is only a conceptual plan at this time. The existing area is small, and this would be a tremendous example of several community groups all coming together to try and do something significant for the community in an underutilized area of park space. This also will assist in connecting Main Street with the riverfront. Lastly, there is no tax money involved in this project. There will be a fundraiser to install the park and the continued maintenance of this area.

Mayor Wiza declared the public hearing open.

Cathy Dugan, 615 Sommers Street, stated she feels the commissions should delay this approval. She does not believe this is in line with the Park Board mission and has not been planned by the

Park Board. She stated a concern for the ramifications of getting rid of the serenity of the green space, and the development should come from the commissions, not citizens telling them what to do.

Bob Fisch, 1033 Smith Street, stated this idea has potential for the community, but he has a concern if this is the right project for this space. He feels that other areas should have been looked into and is not sure if the park plan calls for a development like this. He requested the commissions to postpone this for a month and look at more appropriate areas.

Mayor Wiza declared the public hearing closed.

4. Action on the above. **This item will be discussed jointly with the Parks Commission.**

Mayor Wiza explained that this location was chosen due to its lack of utilization in the existing park.

Director Schrader explained that this location was chosen due to this area already having close parking, the close proximity to rest rooms, easy accessibility, and being centrally located. This area used to be used as the Wells Fargo exercise area. There have been several groups that have brought ideas to the Parks Board, and they are told to have prepared costs and plans before it is brought directly to the board for review.

Commissioner Frechman stated he feels the plan may be too much for the area, and suggested to keep the design simple.

Commissioner McDonald is glad there is utilization of local experts in this plan and asked if the kiosks would be kept consistent in appearance. She asked about the design of the archway and if it could involve field stone or sandstone to keep a consistency with other city park features.

Aldersperson Oberstadt is excited about the location and would love to see more use to the proposed space.

Commissioner Sorenson asked what would be the estimated maintenance costs, to which Director Schrader stated there would be an endowment fund as well as a maintenance agreement.

Mr. Kadoch stated that the use of the stone is possible and feels it is a good idea as well as tying into the Polish heritage of the area with the use of the stone. He mentioned that the space will be kept simple to make it easier to maintain as well as the development would take place in phases and can continue to grow as time goes on. He continued stating this site was chosen due to it being the location that Stevens Point first began and it incorporates the Native American, logging, and marketplace history of the city.

Mayor Wiza feels the mini-amphitheater would be good for the schools, boy scouts, and local musicians to use. This project shows great community involvement to enhance our community.

Aldersperson Kneebone suggested that the perception of lack of citizen input could be compromised with citizen input on the kiosks. Mayor Wiza explained that the kiosks may be used but not installed right now. Mr. Kadoch added that they intend them to be removable and temporary.

Commissioner Brush asked what would be the advantage of the amphitheater and would there be other places to sit. Mr. Kadoch explained there are areas of shade structures and benches in the plan, as well as seating areas around the sculptures.

Motion by Mayor Wiza to approve the request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05) with the following conditions:

- **Applicable zoning and/or building permits shall be obtained prior to work occurring.**
- **Staff shall have the authority to approve minor project changes.**

seconded by Aldersperson Kneebone.

Commissioner Cooper clarified that we are approving the conceptual plan. Mayor Wiza explained that this is an approval of the space and general design and that the details are left open.

Commissioner Curless stated this is a good use in that location and we have excellent parks within the City of Stevens Point and we should be proud of what we have there.

Motion carried 6-0

5. Request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05).

Director Ostrowski explained the reason this is before you is that this is a single property within Goerke Park, it has numerous freestanding signs already, and our sign ordinance only allows for a single freestanding sign. We have signs at PJ's, Park and Rec, old Mid-State, and then this one for the Boys and Girls Club. Staff feels this is appropriate. The size meets the size requirements within the ordinance. There is one concern regarding the electronic reader board, along the busy

street, which can be resolved with adding a delay mechanism to the changing of the reader board and avoiding any flashing signs. Staff recommends approval with some conditions.

Commission Curless asked if the sign would scroll, and what would the direction of the sign to the street be, to which Director Ostrowski answered it will not scroll and would be required to be static for a period of 20 seconds and the sign would be perpendicular to the street.

Alderperson Kneebone pointed out the past concern for the sign at the Fire Department along Division Street, citing this may be the same situation with being so close to the school. Mr. Quevillon of the Boys and Girls Club stated they have addressed the safety aspect of the sign. Commissioner Hoppe added that this sign would be much smaller than the Fire Department sign.

Motion by Commissioner Brush to approve the request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05) with the following conditions:

- The sign height shall not exceed 5 feet.
- The sign size shall not exceed 20 square feet in area.
- A landscape base at least 30 square feet in size shall be installed around the sign. Landscaping shall be approved by community development department staff.
- The design and materials of the sign shall complement the design and materials on the Boys and Girls club Building.
- Option 1 as indicated below shall be pursued for internal sign illumination where only the letters and logo are illuminated.
- The illumination of the sign shall be limited to the hours of operation of the Boys and Girls Club, or 7:00am – 9:00pm, whichever is more stringent.
- Electronic message center guidelines below shall be followed:
 - a. Electronic message center hours of operation shall match the operational hours of the Boys and Girls Club, or 7:00am-9:00pm, whichever is more stringent.
 - b. All message center display, including text and photographs shall have a display time of a minimum of 20 seconds.
 - c. All message center display, including text and photographs shall not flash or scroll for any period or interval.
- The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.
- Applicable building permits shall be obtained.
- Minor modifications may be approved by staff.

seconded by Commissioner Hoppe. Motion carried 6-0.

6. Request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School.

Director Ostrowski explained the sign is a little bit larger than the requirements, as Jackson School is set back a significant distance from the road. This request is before you since it is a residentially zoned property. Staff recommends approval as presented.

Motion by Commissioner Cooper to approve the request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School with the following conditions:

- **The sign size shall not exceed 60 square feet in area.**
- **The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.**
- **Applicable building permits shall be obtained.**
- **Minor modifications may be approved by staff.**

Seconded by Commissioner Curless. Motion carried 6-0.

7. Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03). *Note the Public Hearing for this item occurred at last month's Plan Commission meeting (9/8/2015).*

Director Ostrowski explained under state statutes the Plan Commission has 30 days to give a recommendation to the Common Council. Following that, the council has to act on the request without their recommendation. This will be before the Common Council whether or not there is a recommendation. Sent via email are the most recent correspondence from the DNR, the Erwin's, and the Town of Hull. Staff still recommends approval of the change to the extraterritorial map, as they did last month.

Commissioner Brush asked if the storm water drainage has been resolved, to which Director Ostrowski stated it has been discussed in the recent DNR memo and permits have been pulled. If this property is annexed, it will have to be brought to the city's standards. Commissioner Brush also pointed out that he did not feel the roof facing the west gutter would be able to handle the water issues for this structure.

Director Ostrowski explained that in the past, the city did not see any future development in this area and so it was not addressed at the time in the comprehensive plan. If this property were to be annexed, the progression would be first to address it in the future land use extraterritorial map, then annex the property, and finally to assign permanent zoning.

John Holdridge, Town of Hull, stated that the issues between the Erwin's and the Town of Hull are not resolved due to the lack of involvement of the business owners with the Town of Hull. The DNR has let this go forward without a stormwater management plan and he would like to see plan concepts and a boundary plan before anything is addressed with this property.

Bob Konkol, attorney for Town of Hull, explained that there are still issues with the DNR and protection of town roads as well as the stormwater management. There is an issue of the maintenance agreement for the roads and ground water that have not been resolved with the township.

Mayor Wiza asked for the City Attorney's point of view on the legal issues. Attorney Beveridge stated that there is no way for the change in the comprehensive plan map to affect the legal issues that the property owner and township are involved in.

Mark Erwin, 533 Second Street North, stated he has multiple properties in the city and would like to have all of his properties in the city limits. He is asking the commission to approve this amendment so they can look at future annexation.

Aldersperson Morrow pointed out if annexation occurred, the Erwin's would still have to comply with the city and county ordinances. He has talked with the owner of Point Log and the property owners have worked out all the issues. He is urging the commission to approve the request.

Jeff Schuler, Portage County Planning and Zoning, stated there are no violations in place on this property. The gutter specifically is designed to conduct the water to remain on the property. He has walked the site and stated that no water would adversely affect Stans Drive or Second Drive, or the neighboring property. As far as the extraterritorial map, commercial makes sense to map it and address this property for future use.

Jerry Moore, 317 Division Street North, stated he was on the Plan Commission at the time of the comprehensive plan development and this was viewed as a guideline for future use. He supports the amendment to the map.

Bob Enright, 5753 Algoma Street, stated part of comprehensive planning is to be involved in intergovernmental agreements and to plan in advance for land use. He is against this amendment.

Mayor Wiza stated the Common Council will act on this request in October and hopes that the commission can come to some recommendation for them.

Aldersperson Kneebone stated that the eastern half of her district is adjacent to the Town of Hull and feels that we should discuss where we would want to have the city go.

Director Ostrowski stated there are several areas in the city where the town is connected by a 7 foot wide area. This area was not going to be developed, but feels that we need to identify what future areas along the interstate would be for a land use classification.

Mayor Wiza emphasized that the request came from the land owner not the city, and that the chairman of the town are working on meeting regarding boundary agreements.

Commissioner Cooper asked which zoning district would first allow for storage facilities, to which Director Ostrowski stated B-1, as a conditional use for the expansion of existing facilities.

Motion by Commissioner Brush to deny the request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03); seconded by Aldersperson Kneebone. Motion carried 4-2, with Commissioner Cooper and Mayor Wiza voting in the negative.

8. Request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse.

Mayor Wiza explained this came about by a series of events. This parcel includes the Third Street right-of-way. The city has always intended at some point to put Third Street through. The parcel contains more than the right of way and, and it was previously used as a community garden site and will no longer be used as a garden site due to poor site drainage. The resident to the east has made an offer to purchase the land that is not the potential street right-of-way and incorporate it into their property to make their property more conforming with setbacks. The city assessor looked at the property and has assessed it at \$4,900 for the 8,300 square foot area.

Motion by Commissioner Curless to approve the request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse; seconded by Commissioner Hoppe. Motion carried 6-0.

9. Director's Update.

Director Ostrowski stated that the bike pedestrian committee has been created and have recommendations to bring forward to the Plan Commission likely in November or December. The Comprehensive Plan meetings will continue with modifying the vision statement and will continue in November for a date and time that works with everyone's schedule.

10. Adjourn.

Meeting adjourned at 7:20 PM.