

REPORT OF CITY PLAN COMMISSION
February 1, 2016 – 6:00 PM
Lincoln Center – 1519 Water Street

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

ALSO PRESENT: Community Development Director Michael Ostrowski, Associate Planner Kyle Kearns, City Attorney Beveridge, Alderperson Patton, Alderperson McComb, Alderperson Phillips, Alderperson Morrow, Brandi Makuski, Nate Enwald, Vincent Miresse, Cathy Dugan, Barb Jacob, Walter Clark, Joan Curless, and Conner Intress.

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1. Roll call.

Discussion and possible action on the following:

2. Report of the December 7, 2015 Plan Commission meeting.
3. Request from Rowe Builders Inc. for the purpose of annexing 2.203 acres, three parcels, of unaddressed property located on the northwest corner of the intersection of Green Avenue and Sunset Boulevard **(County Parcel ID: 020240827-10.28, 020240827-10.26, and 020240827-10.27)** from the Town of Hull to the City of Stevens Point.
4. Request from Storage Unlimited LLC for site and landscaping plan review at **3256 Church Street (Parcel ID 2308-04-2008-34)**.
5. Request from the City of Stevens Point for approval of the Hoover Avenue Relocation Order and purchase of property for the Hoover Avenue grade separation project.
6. Request for a Revocable License Agreement with Vincent and Gina Miresse at **1008 Sixth Avenue (Parcel ID: 2408-29-3003-23)** to lease city property.
7. Adjourn.

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1. Roll call.

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

Discussion and possible action on the following:

2. Report of the December 7, 2015 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the December 7, 2015 Plan Commission meeting; seconded by Commissioner Curless.

Motion carried 7-0.

3. Request from Rowe Builders Inc. for the purpose of annexing 2.203 acres, three parcels, of unaddressed property located on the northwest corner of the intersection of Green Avenue and Sunset Boulevard **(County Parcel ID: 020240827-10.28, 020240827-10.26, and 020240827-10.27)** from the Town of Hull to the City of Stevens Point.

Director Ostrowski explained this property is on the corner of Sunset Boulevard and Green Avenue. It is considered one of the islands of the Town of Hull within the City of Stevens Point. This request is for an annexation by one-half approval, which is different than our usual unanimous direct annexations. This type of annexation means there are two separate owners of the properties to be annexed, Dave Rowe and Wells Fargo. A petition can be signed by the owners of one-half of the land in area within the territory, or the owners of one-half of the real property in assessed value within the territory. Staff finds that this annexation is within the public interest, and outlined within the City's Comprehensive Plan. Furthermore, the annexation would help in cleaning up both the city and town boundaries. At this time, Mr. Rowe is not requesting a rezoning, but will likely request a subdivision plat, rezoning, or a planned unit development in the future to construct zero lot line duplexes. Staff recommends approval of the annexation contingent on the states review.

Walter Clark, 425 Weir Boulevard, explained that he lives behind the property requesting to be annexed. At this time there has been a construction trailer owned by Dave Rowe parked on the property just feet from his rear property line. He has a concern that the unaesthetically pleasing trailer will remain.

Director Ostrowski responded that if the property is annexed, the city ordinances would have to be met in that the temporary structure would be allowed during development, but then would have to be moved or properly screened.

Commissioner Brush asked for clarifications as to the town and city boundaries in that area, which were pointed out by Director Ostrowski.

Cathy Dugan, 615 Sommers Street, is in favor of the annexation, but has concerns over the use of the property as zero lot line residences, and if they will be owner occupied or rented, as well as traffic patterns after development.

Motion by Commissioner Haines to approve the request from Rowe Builders Inc. for the purpose of annexing 2.203 acres, three parcels, of unaddressed property located on the northwest corner of the intersection of Green Avenue and Sunset Boulevard (County Parcel ID: 020240827-10.28, 020240827-10.26, and 020240827-10.27) from the Town of Hull to the City of Stevens Point; seconded by Commissioner Brush.

Motion carried 7-0

4. Request from Storage Unlimited LLC for site and landscaping plan review at **3256 Church Street (Parcel ID 2308-04-2008-34)**.

Director Ostrowski explained this property was before the commission previously for the conditional use permit for indoor storage, which was approved. One of the conditions was to come back for a site and landscape approval. Little has changed on the site plan, but the applicant has proposed to replace all dead landscaping on the landscaping plan and install new landscaping near the new bay window.

Furthermore, the updated rendering shows that a block of windows will be constructed at the front of the building with landscaping provided. Staff recommends approval with conditions outlined in the staff report.

Jamie White, 620 Seventh Street, stated that they have kept in mind the need for green space, and lighting when developing the landscape and site plans. She stated they have already had some interest in the retail space on the property.

Motion by Commissioner Curless to approve the request from Storage Unlimited LLC for site and landscaping plan review at 3256 Church Street (Parcel Id 2308-04-2008-34) with the following conditions:

- **Landscaping shall meet all current zoning standards for the existing planting areas prior to occupancy by the storage use, or by June 30, 2016, whichever comes first.**
- **Exterior façade improvements as indicated on the attached plans shall be completed prior to occupancy by the storage use.**
- **Exterior signage shall:**
 - a. **Be in the form of channel letters where only the letters are illuminated or have a glow lighting, or**
 - b. **Be illuminated with gooseneck style lighting, or**
 - c. **If a wall cabinet is proposed, only the letters shall be illuminated, not the background of the sign. The background of the sign shall be darker than the lettering/text/images.**
- **Staff shall have the authority to make minor changes.**

Seconded by Commissioner Hoppe.

Motion carried 6-0 (Cooper abstaining).

5. Request from the City of Stevens Point for approval of the Hoover Avenue Relocation Order and purchase of property for the Hoover Avenue grade separation project.

Director Ostrowski explained that the grade separation project is projected to start spring of 2017 for completion by the end of the year. In this request the Plan Commission approval is needed for acquisition of property to complete the project. On page 50 of the staff report there is a listing of properties by parcel ID starting from Joerns Drive to Kirschling Court.

Commissioner Curless asked if the Patch Street intersection will remain the same, to which Director Ostrowski stated yes there will be some acquisition of property in that area. He continued to state that there will be other intersection improvements such as along Coye Drive, but those are a different project occurring at the same time as this project.

Commissioner Brush asked what the final grade height difference will be, to which Director Ostrowski stated he does not have that statistic at this time, but would provide it to him at a later date.

Motion by Commissioner Brush to approve the request from the City of Stevens Point for approval of the Hoover Avenue Relocation Order and purchase of property for the Hoover Avenue grade separation project; seconded by Alderperson Kneebone.

Motion carried 7-0.

6. Request for a Revocable License Agreement with Vincent and Gina Miresse at **1008 Sixth Avenue (Parcel ID: 2408-29-3003-23)** to lease city property.

Mayor Wiza explained that this property is slated for the continuation of Third Street on the city's official street map. Previously it was used for a community garden, which is no longer in use. Furthermore, he stated the neighbor to the east had requested to purchase part of the property, which was approved. Now, this request is for the same neighbor, Mr. Miresse, to lease the rest of the property as a garden in exchange for maintaining it. City Attorney Beveridge has drafted a lease agreement which is revocable at any time with proper notice and has no monetary charge.

Director Ostrowski added the reason why it is before the Plan Commission is that any lease, sale, or acquisition of property by the city would require Plan Commission recommendation.

Commissioner Curless asked if there was a monetary lease on the property, would it be the entire property, and if asphalt exists on the property. Mayor Wiza answered that there is no monetary exchange, just the maintenance of the entire property, which only has a driveway apron.

Commissioner Curless asked if there were any other lease agreements like this, for land, to which Mayor Wiza stated yes with the community gardens. Director Ostrowski clarified that homeowners are required to maintain City sidewalks as they are in the right-of-way. With this scenario, this is city owned property, not specifically right-of-way; therefore, the adjacent owners are not required to maintain it.

Vinnie Miresse, 1008 Sixth Avenue, stated his intent to utilize all of the land in the parcel, not just the area identified in pink. If maintaining the entire property, he would like to utilize it for a garden type use. He further stated his plan to plant perennials on his property, but annuals on the city owned land. If possible a garden type fence would be installed around the gardens to protect from wildlife and to beautify the neighborhood and have some urban renewal to the area.

Commissioner Curless asked if the fence would be installed in all of the 66 feet of frontage, to which Mr. Miresse stated if he is allowed to utilize the area, yes.

Mayor Wiza stated that the fence is allowed as long as it complies with our fence ordinance. Director Ostrowski stated the lease does not include improvements to the property. City Attorney Beveridge stated the fencing would fall in with garden use, and that would be the Miresse's risk of improvements to the property.

Director Ostrowski pointed out to the City Attorney that the lease only included a small pink shaded area, to which it was determined that the definition of the property would need to be changed to lot one in the lease.

Motion by Mayor Wiza to approve the request for a Revocable License Agreement with Vincent and Gina Miresse at 1008 Sixth Avenue (Parcel ID: 2408-29-3003-23) to lease city property, with the

amendment to include all of lot one (the whole parcel) as the Property; seconded by Commissioner Cooper.

Motion carried 7-0.

7. Adjourn.

Meeting adjourned at 6:33 PM.