

REPORT OF CITY PLAN COMMISSION

Monday, June 6, 2016 – 6:00 PM

Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Brush, and Commissioner Cooper.

EXCUSED: Commissioner Curless and Commissioner Haines

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, Attorney Beveridge, Alderperson McComb, Alderperson Johnson, Alderperson Shorr, Alderperson Ryan, Alderperson Dugan, Nate Enwald, Brandi Makuski, Don Keck MaryAnn Laszewski, Reid Rocheleau, Bill Kolinski, Marion Kolinski, Ross Rettler, David Rowe, Jack Pelton, Kathy Bean, Ed Russin, Fred Pionek, Brian Higgins, Troy Herman, Emily Klaas, Kelly Guay, Katie Klaas, Les Dobbe, Jason Bransteter, Jim Mathenia, Bill Whalen, Kathy Whalen, Kay Witt, and Fred Garski.

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- Discussion and possible action on the following:
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3. **Public Hearing** – Request from Troy Herman, representing Fred’s Towing, for a conditional use permit amendment to operate a car wrecking facility and repair shop at 801 Francis Street (Parcel ID 2308-05-10-1226).
4. Action on the above.
5. **Public Hearing** – Request from the Stevens Point Area Public School District for a conditional use permit to construct a new entrance canopy on the east building facade at 2400 Main Street (Parcel ID 2408-33-2001-04).
6. Action on the above.
7. **Public Hearing** – Request from Rettler Corporation, representing the property owner, to rezone two unaddressed parcels, totaling approximately 2.2 acres located at the northwest intersection of Sunset Boulevard and Green Avenue (Parcel ID’s 2408-27-3004-15 and 2408-27-3004-17) from "R-LD" Low Density Residence District to "R-3" Single and Two-Family Residence District.
8. Action on the above.
9. **Public Hearing** – Request from Rettler Corporation, representing the property owner, for a preliminary subdivision plat review at two unaddressed properties located at the northwest intersection of Sunset Boulevard and Green Avenue (Parcel ID’s 2408-27-3004-15 and 2408-27-3004-17).
10. Action on the above.
11. **Public Hearing** – Request from Don & Kelly Guay for a conditional use permit renewal to operate a micro-winery at 1201 Water Street (Parcel ID 2408-32-2016-03).
12. Action on the above.
13. Request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copsps Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05).
14. **Public Hearing** – Amending Chapter 23 of the Revised Municipal Code, Zoning Ordinance, specifically Subsection 23.02(2)(a) to establish greenhouses and nurseries as a conditional use in the B-1 Neighborhood Business District and above districts.
15. Action on the above.

16. **Public Hearing** – Amending Chapter 23 of the Revised Municipal Code, Zoning Ordinance, specifically subsections 23.01(13)(a) and 23.01(13)(d) to include public and private streets.
 17. Action on the above.
 18. Repeal and replace Chapter 21 (Building and Premises Maintenance and Occupancy) of the Revised Municipal Code of the City of Stevens Point, with the International Property Maintenance Code from the International Code Council, with local amendments.
 19. Community Development Department Monthly Report for May 2016. *Report will be provided after May 31, 2016.*
 20. Adjourn.
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1. Roll call – 6:21 PM.

Present: Wiza, Kneebone, Brush, Cooper

Excused: Curless, Haines

Discussion and possible action on the following:

2. Report of the May 2, 2016 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the May 2, 2016 Plan Commission meeting; seconded by Alderperson Kneebone.

Motion carried 4-0.

3. **Public Hearing** - Request from Troy Herman, representing Fred's Towing, for a conditional use permit amendment to operate a car wrecking facility and repair shop at 801 Francis Street (Parcel ID 2308-05-10-1226).

Director Ostrowski summarized that Fred's Towing is requesting a conditional use permit to operate an automotive repair business in conjunction with the existing wrecking/towing business on site. He went on to state that in addition to the repair facility, other uses exist onsite that including indoor/outdoor storage and a portable bathroom business. Furthermore, Director Ostrowski recommended that the request be postponed until a better description of uses that currently exist on the property is provided, along with a site and landscape plan for the property.

Mayor Wiza declared the public hearing open.

Troy Herman, the applicant, clarified that the brown building next to the property line will also be leased and used for storage and parking along the side the building. He furthermore identified the business hours will be 8 AM to 5 PM with no loud noises after 6 PM.

Fred Garski, 800 Francis Street, stated concerns regarding the water pressure that runs on the weekend. The portable bathroom business can be seen from his property and he suggested that a fence should be built to cover the sight.

Alderson McComb stated she received calls from multiple residences from the 2700 block of Water Street expressing that they did not receive the notice of the request due to their property being more than 200 feet away from the property line. She also requested a definition of a wrecking facility and stated the level of noise is a concern. Mayor Wiza clarified that the 200 feet is measured from the property line and not from the center of the property.

Reid Rocheleau, 408 Cedar Street, explained the long clean up history on Water Street and the progress with the truck route. He described the nearby express recycling business before identifying his concerns about the site turning into a vehicle crushing facility. He questioned how the level of noise would affect the surrounding residences.

Marion Kolinski, 2804 Water Street, asked whether it is allowed for people living outside of the city limits to have business in town, to which Mayor Wiza stated that you do not have to live in the city to operate a business in town. She is concerned about the noise and traffic level from different trucks that will be occurring on Water Street and the image it provides.

Fred Pionek, 3640 Sunset Drive North – SFN Enterprises, reminded the Commission that the truck traffic is not associated to the wrecking facility, but rather from the Brewery. Mr. Pionek explained that they started off as an automotive wrecking facility but did not move forward with that business, but instead is storage for wrecked vehicles before they move to a junkyard. Lastly, he mentioned they also have additional room for indoor/outdoor storage.

Alderson McComb referred to page 29 of the agenda packet under point 7, findings, regarding the zoning and asked what will happen when the business is not maintaining their responsibility to obtain their permit.

Mayor Wiza declared the public hearing closed.

4. Action on above.

Motion by Mayor Wiza to hold over (postpone) the Request from Troy Herman, representing Fred’s Towing, for a conditional use permit amendment to operate a car wrecking facility and repair shop at 801 Francis Street (Parcel ID 2308-05-10-1226) until the following are submitted:

- 1. A site plan shall be submitted for review and approval by the Plan Commission showing parking, drive aisle and other pertinent zoning requirements.**
- 2. A landscaping plan shall be submitted for review and approval by the Plan Commission.**
- 3. A narrative describing all uses on the property and identifying the building or floor area used for each use shall accompany the site plan.**

seconded by Alderson Kneebone.

Motion carried 4-0

5. **Public Hearing** - Request from the Stevens Point Area Public School District for a conditional use permit to construct a new entrance canopy on the east building facade at 2400 Main Street (Parcel ID 2408-33-2001-04).

Director Ostrowski summarized stating that the Stevens Point School District is requesting a conditional use permit to reconstruct an entrance canopy on the east entrance of the school. Furthermore, staff is recommending approval.

Mayor Wiza declared the public hearing open.

No discussion.

Mayor Wiza declared the public hearing closed.

6. Action on above.

Motion by Alderperson Kneebone to approve the request from the Stevens Point Area Public School District for a conditional use permit to construct a new entrance canopy on the east building facade at 2400 Main Street (Parcel ID 2408-33-2001-04) with the following condition:

1. **The applicant shall obtain all the applicable building permits.**

seconded by Commissioner Cooper

Motion carried 4-0.

7. **Public Hearing** - Request from Rettler Corporation, representing the property owner, to rezone two unaddressed parcels, totaling approximately 2.2 acres located at the northwest intersection of Sunset Boulevard and Green Avenue (Parcel ID's 2408-27-3004-15 and 2408-27-3004-17) from "R-LD" Low Density Residence District to "R-3" Single and Two-Family Residence District.

Director Ostrowski summarized that the applicant is requesting a rezoning of the property on Sunset Boulevard and Green Avenue from "R-LD" to "R-3" which would allow for the construction of zero-lot line and twin homes (duplexes). Director Ostrowski also clarified that if the rezoning is approved, the applicant is allowed to construct anything that the two-family zoning would allow and will not have to adhere to specific lot layouts. He went on to state that upon review of the comprehensive plan, it is identified that the area be residential, which this request is consistent with the future land use map .

Mayor Wiza declared the public hearing open.

Kay Witt, 425 Sunset Boulevard, sent an email stating that she and the neighbors are opposed to this request due to the fact that too many buildings are proposed for the property. Furthermore, the layout is poorly designed and she feels that those designs will lower their property values. Lastly, she noted in the email that they appreciate the woods the way it is and would like the property to remain a low density residence district.

Alderperson Dugan stated that the area is predominately surrounded by single-family homes and prefers the zoning to remain R-2 rather than a change to R-3 to keep the character of the location. She further described a market need for young single families in which this area would remain an ideal location for those families near Washington School. Lastly, she stated that by maintaining the zoning, families on Sunset Boulevard would be protected from additional traffic as they already have lost some wooded area and habitats for animals.

John White, 401 Green Avenue, supported the request for rezoning. He is pleased with the plans that the applicant has presented. Furthermore, he added that the wooded area attracts deer, with which many were killed in the past from traffic. Lastly, he stated his satisfaction with the quality of houses that the developer constructs and feels that this would only add to the property values.

Mayor Wiza declared the public hearing closed.

8. Action on above.

Motion by Mayor Wiza to approve the request from Rettler Corporation, representing the property owner, to rezone two unaddressed parcels, totaling approximately 2.2 acres located at the northwest intersection of Sunset Boulevard and Green Avenue (Parcel ID's 2408-27-3004-15 and 2408-27-3004-17) from "R-LD" Low Density Residence District to "R-3" Single and Two-Family Residence District; seconded by Commissioner Cooper

Motion carried 4-0

9. **Public Hearing** - Request from Rettler Corporation, representing the property owner, for a preliminary subdivision plat review at two unaddressed properties located at the northwest intersection of Sunset Boulevard and Green Avenue (Parcel ID's 2408-27-3004-15 and 2408-27-3004-17).

Director Ostrowski summarized the request stating the rezoning would allow for an eight lot subdivision to develop twin homes; six are zero-lot line lots and two will remain as single lots with a duplex on each of them. All lots meet the requirements for the R-3 zoning district. He continued describing the concerns that staff had previously about the amount of driveways along the circle of the cul-de-sac and the lack of snow storage. He stated that staff would recommend approval with the conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

William Whalen, 417 Sunset Boulevard, is concerned about the four new entries to Sunset Boulevard that will cram up the area and potentially cause accidents with many driveways.

John White, 401 Green Avenue, agreed with the plans for the project but felt that the sidewalks are inconsistent with the rest of the area. He clarified sidewalks don't exist until the 3600 block of Jordan Lane and suggested that a waiver is granted for the developer until sidewalks are pursued.

MaryAnn Laszewski, 1209 Wisconsin Street, stated there are single family homes on Wilshire and some twin homes on Sommers. She questioned the marketability of the twin homes.

Tori Jennings, 1632 Ellis Street, encouraged the commissioners to follow the recommendation of staff to include the sidewalks on this plan.

Aldersperson Dugan supported the development plan. However, the development on Odessa Court took a long while which is a concern of hers for this development. She is pleased with the buildings especially the style of the twin homes that resemble single family homes which would not be incompatible with the surroundings. Lastly, she questioned the activities on lot 8 and also the position of the driveway.

David Rowe, 825 Soo Marie Avenue, stated he is the developer for the site who also developed Odessa Court. He addressed a similar situation regarding driveways at the Odessa Court development and explained that the solution was to plant some landscaping to block the potential headlights coming in the living room windows of neighbors. He went on to state the landscaping however did not last, but the residents now feel the headlights are not a problem. Lastly, he described his discern with sidewalk requirements for the development as well as his opposition to curb and gutter requirements, except for rolled curb on the edge of the court.

Aldersperson Johnson stated the addition of sidewalk to the development is consistent with the bicycle/pedestrian plan and it is recommended for any new development.

Ross Rettler, 2149 Jefferson Street, addressed the driveways and suggested the possibility of using lot seven's driveway to take access from the throat of the cul-de-sac. He then added that the addition of sidewalks leads to a sudden termination which creates an attractive nuisance which should be avoided.

Mayor Wiza declared the public hearing closed.

10. Action on above.

Commissioner Brush is opposed to the four driveways along Sunset Boulevards and feels the property is too crowded and suggested that seven lots on the property would fit better than eight lots plan.

Commissioner Cooper is not in favor of neither the sidewalks nor the curb and gutter on Green Avenue, Sunset Boulevard, or on the cul-de-sac.

Mayor Wiza stated that patchy sidewalks exists in the City and identified the City's initiative for sidewalks on the entirety of Sixth Avenue. Lastly, he clarified the City's bicycle and pedestrian plan has been accepted and approved which calls for sidewalks.

Aldersperson Kneebone stressed that we have to stay with the plan to include the addition of the sidewalks to keep consistent with previous case.

Motion by Commissioner Cooper to approve the Request from Rettler Corporation, representing the property owner, for a preliminary subdivision plat review at two unaddressed properties located at the northwest intersection of Sunset Boulevard and Green Avenue (Parcel ID's 2408-27-3004-15 and 2408-27-3004-17) with the following conditions:

1. The following quarter section description; NW ¼ SW ¼ shall be displayed above (north) of the quarter section line.
2. A hydrant shall be installed along the north side of Sunset Boulevard between the proposed private drive serving lot eight and the cul-de-sac (Katanya Court), or as requested by the Fire Department.
3. A ten foot utility easement should be added around the entirety of the cul-de-sac, Katanya Court.
4. Swales meeting all City Department of Public Works and Utility Department specifications, as well as those outlined in Chapter 31, shall be installed to control stormwater.
5. A stormwater management plan shall be submitted and reviewed by the City Public Works and Utility departments.
6. Curb and gutter shall be installed around the entirety of Katanya Court, as well as the corners of Katanya Court and Sunset Boulevard, meeting applicable design requirements of the Public Works Department. Mountable/roll-able curb shall be permitted.
7. A landscape island within the middle of the cul-de-sac shall be prohibited, unless approved by the Public Works Department.
8. Lot 1 shall take access from Sunset Boulevard, unless otherwise approved by the Public Works Department.
9. The southernmost twin home / duplex on lot 7 shall take access from the throat or neck of Katanya Court and not the cul-de-sac circle or Sunset Boulevard, unless approved by the Public Works Department.
10. A maximum of four driveways shall be permitted to take access from the Katanya Court cul-de-sac circle unless approved by the Public Works Department.
11. Katanya Court shall be constructed of asphalt pavement and meet applicable design requirements of the Public Works Department. Other materials may be substituted by the Public Works Department.
12. Utilities shall be extended east on Sunset Boulevard and thence north in the center of Katanya Court to serve the lots and development.
13. A park fee shall be submitted to the City of Stevens Point in the amount indicated on the most recent fee schedule.
14. Additional minor grammatical errors on the plat, identified by staff, shall be corrected.
15. A developer's agreement shall be drafted outlining the conditions of approval and other applicable requirements.
16. Objections from reviewing agencies shall be satisfied before the plat is recorded.

17. The plat shall conform to the provisions of Chapter 20 of the Revised Municipal Code and Chapter 236 of the Wisconsin Statutes. All applicable permits from Portage County, the Wisconsin Department of Natural Resources, the City, and any other authorizing agencies shall be obtained.

18. A final plat per Chapter 20, Subdivision Control Ordinance shall be submitted and reviewed by the Plan Commission and Common Council within six (6) months of the preliminary plat approval date, conforming to the provisions of Chapter 20 and Chapter 236 of the Wisconsin Statutes.

seconded by Mayor Wiza

Ayes: Commissioner Cooper, Mayor Wiza

Nays: Commissioner Brush, Alderperson Kneebone

Motion failed.

11. **Public Hearing** - Request from Don & Kelly Guay for a conditional use permit renewal to operate a micro-winery at 1201 Water Street (Parcel ID 2408-32-2016-03).

Director Ostrowski summarized that this is a simple request that needs to be reviewed every two years. Staff recommends approval with the condition that staff review occur every two years and to allow the applicant to extend the premises to include outdoor seating.

Mayor Wiza declared the public hearing open.

No discussion.

Mayor Wiza declared the public hearing closed.

12. Action on above.

Motion by Commissioner Cooper to approve the request from Don & Kelly Guay for a conditional use permit renewal to operate a micro-winery at 1201 Water Street (Parcel ID 2408-32-2016-03) with the following condition:

- 1. The premise shall be allowed to be extended to outdoor seating areas on the north and west side of the building with the submission of a site plan to be reviewed and approved by the Community Development Department.**

seconded by Commissioner Brush.

Motion carried 4-0

13. Request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Cops Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05).

Director Ostrowski summarized the original approval of the site plan review and stated the applicant is looking to expand approximately 100,000 eastward onto the existing facility. Staff recommended approval with the original conditions to be extended to the expansion area.

Les Dobbe, Iola, WI – President of Service Cold Storage LLC, appreciated working with the city and mentioned he is willing to address any concerns that may arise.

Motion by Mayor Wiza to approve the request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05) with the following conditions:

- 1. A landscaping plan shall be submitted to be reviewed and approved by the community development department. The landscaping plan shall include and identify an extension of the existing landscaping in relation to the proposed addition. Furthermore, the landscaping plan should incorporate and continue previous requirements to the extent applicable with the project which include:**
 - a. Landscaping and screening shall be installed to screen additional new parking within 6 months of the completion of any addition or expansion.**
 - b. The southern trailer parking area shall be screened with a decorative fence of at least 6 feet tall or a berm (minimum of 6 feet) with landscaping.**
 - c. Additional landscape screening, to be approved by staff, shall be installed along the southern and western property lines, as well as along the sides of the parking areas.**
 - d. Street trees shall be installed along the street at a rate of 1 per every 75 lineal feet.**
 - e. Landscaping shall be irrigated and maintained in perpetuity.**
 - f. Stormwater detention areas shall be maintained.**

seconded by Commissioner Brush

Motion carried 4-0

- 14. Public Hearing** - Amending Chapter 23 of the Revised Municipal Code, Zoning Ordinance, specifically Subsection 23.02(2)(a) to establish greenhouses and nurseries as a conditional use in the B-1 Neighborhood Business District and above districts.

Director Ostrowski summarized the request to allow greenhouses and nurseries as a conditional use within the B-1 district. Staff recommended approval.

Mayor Wiza declared the public hearing open.

No discussion.

Mayor Wiza declared the public hearing closed.

- 15. Action on above.**

Motion by Commissioner Brush to approve the amending Chapter 23 of the Revised Municipal Code, Zoning Ordinance, specifically Subsection 23.02(2)(a) to establish greenhouses and nurseries as a conditional use in the B-1 Neighborhood Business District and above districts.; seconded by Alderperson Kneebone

Motion carried 4-0

16. **Public Hearing** - Amending Chapter 23 of the Revised Municipal Code, Zoning Ordinance, specifically subsections 23.01(13)(a) and 23.01(13)(d) to include public and private streets.

Director Ostrowski clarified that there are inconsistencies within our zoning code and this amendment is to make the code uniform throughout.

Mayor Wiza declared the public hearing open.

No discussion.

Mayor Wiza declared the public hearing closed.

17. Action on above.

Motion by Commissioner Cooper to approve Amending Chapter 23 of the Revised Municipal Code, Zoning Ordinance, specifically subsections 23.01(13)(a) and 23.01(13)(d) to include public and private streets; seconded by Commissioner Brush

Motion carried 4-0

18. Repeal and replace Chapter 21 (Building and Premises Maintenance and Occupancy) of the Revised Municipal Code of the City of Stevens Point, with the International Property Maintenance Code from the International Code Council, with local amendments.

Director Ostrowski stated there has recently been additional for the proposed property maintenance code and therefore staff would like to give an additional month for comments and suggestions before moving forward. He specifically mentioned gravel driveways, dumpster/cart storage, and recreational vehicle storage should be addressed.

Alderperson Kneebone mentioned that there are issues with homes with single car garages that do not have enough room in the yard or behind setbacks. She agreed that garbage should not be seen from the curb and mentioned it would make sense to allow some people and certain areas to have special circumstances.

Mayor Wiza mentioned the screening options of either the bin cannot be visible at all or if the bin is visible it has to be closed.

Commissioner Brush asked for the amount of carts that are allowed, to which Mayor Wiza answered four.

MaryAnn Laszewski, 1209 Wisconsin Street, suggested that residences should be allowed to store the cart in front of their home if they are in an enclosure on a case by case request with the possibility of instituting a \$25.00 permit. She is opposed to the blanket exception for all residences to be able to use front yard storage with screening to prevent variation of appearance at each property.

Alderman Dugan favored the screening only under special exceptions, otherwise she feels carts should be behind the house.

Mildred Neville, 1709 Jefferson Street, suggested an educational material be created in the form of "how to" videos to be posted on the city's website so residences can easily be made aware of the codes. She also voiced concerns of how the ordinances are written and would appreciate a modification of some verbiage.

Director Ostrowski brought up discussion of the codes related to the storage of recreational vehicles and gravel parking areas and presented examples.

Commissioner Brush asked for examples of other communities, to which Mayor Wiza commented that other communities do it a variety of ways.

Mayor Wiza encouraged everyone to drive around the neighborhood and come up with examples of what they feel is appropriate and what is not, including the reasons, so we can bring this back to the next meeting for further discussion.

19. Community Development Department Monthly Report for May 2016. *Report will be provided after May 31, 2016.*

Motion by Commissioner Cooper to place the Community Development Department Monthly Report for May 2016; seconded by Commissioner Brush.

Motion carried 4-0

20. Adjourn.

Adjourned at 8:31 PM.

Attachment – Provided at the Plan Commission Meeting – Pertaining to Items 7-10

To: Michael Ostrowski
Subject: RE: an environmental asset worth saving

From: Bill Witt [<mailto:sevenmoonhill@gmail.com>]
Sent: Wednesday, June 01, 2016 3:41 PM
To: Michael Ostrowski
Subject: an environmental asset worth saving

To Michael Ostrowski, Director of Community Development
From Kay Witt, 425 Sunset Blvd.

We were at the public hearing May 2 on the rezoning of the property at Sunset Blvd. and Green Ave. The hearing was postponed until June 6.

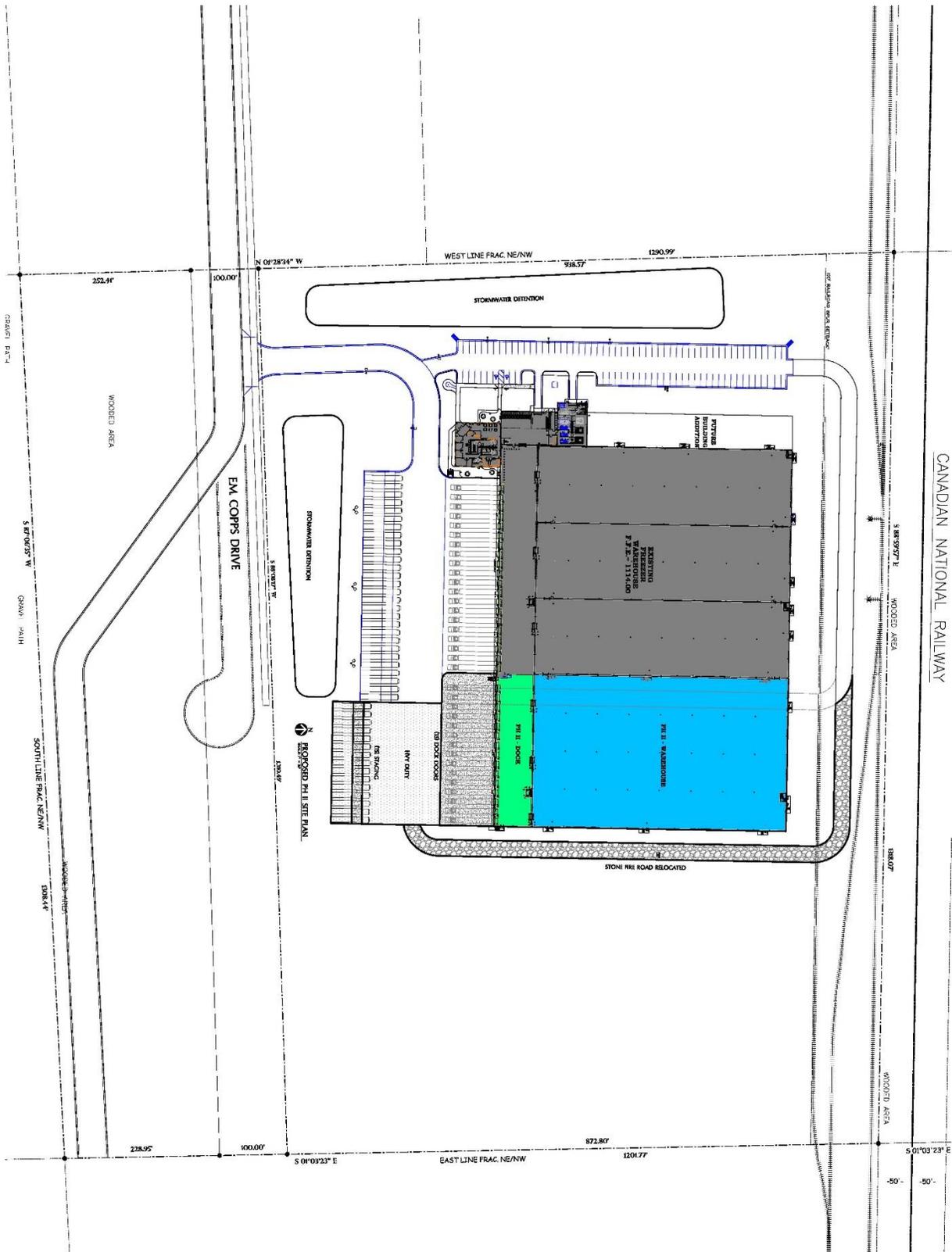
We, and our neighbors, are opposed to the rezoning of the property in question. Too many buildings are proposed for the space; the layout is badly designed; and we feel the 2-family residences and crowded plan lower our property values.

The woods has been an invaluable environmental resource for the neighborhood. We all love and appreciate it, and at least one neighbor had expressed an interest in purchasing it to preserve it (which is what Bernice Hoff, the former owner, did). We feel so lucky to see deer, pileated woodpeckers, and other wildlife just across the street. It is sad that yet another irreplaceable woods will be sacrificed for the profit of a developer.

We oppose the rezoning plan. We would like the property to remain Low Density Residence District, as it is surrounded by single-family homes.

Sincerely, Kay Witt

Attachment – Provided at the Plan Commission Meeting – Pertaining to Item 13



SHEET C1.0	REVISIONS: NO. DATE BY 1 05/24/2016 JSC	SHEET TITLE PROPOSED PH II SITE PLAN	PROJECT PH II DC EXPANSION FOR: 3700 E.M. COPPS DRIVE STEVENS POINT, WI 54482	SERVICE COLD STORAGE	PRELIMINARY DOCUMENTS DATE: 5-24-2016	TIPPMANN CONSTRUCTION a Tippmann Group Company 2005 COLUMBIAN ROAD PORT HAVEN, KENTUCKY 40368 PHONE: 502-460-2000 FAX: 502-460-2002	EDI	CHECKED:
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