

REPORT OF CITY PLAN COMMISSION

August 7, 2017 – 6:00 PM

Lincoln Center, Multi-Purpose Room – 1519 Water Street, Stevens Point, WI 54481

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

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, City Attorney Beveridge, Comptroller/Treasurer Ladick, Alderperson Jennings, Alderperson Shorr, Alderperson Nebel, Alderperson Johnson, Alderperson Slowinski, Alderperson Dugan, Alderperson McComb, Alderperson Phillips, Alderperson Morrow, Christine Koeller, Gene Numsen, Dan Klister, Ken Koziczkowski, Mike Kohlbeck, Pete Leder, Linda Leder, Dave Kramer, Cathy Kramer, Christopher Hertel, Gary Hagen, Betty Kitzerow, Thomas Schneeberg, Danielle Hince, Mark Hince, Bill Schierl, Bailey Voigt, Brice Nelson, Amanda Yenter, Jim Jones, and Bill Scholfield.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the July 5, 2017 meeting.
3. Request from Bailey Voigt, representing the property owner, for a sign variance to install a freestanding sign exceeding the height and size requirements at 900 Illinois Avenue (Parcel ID's: 281240833200316 & 281240828301026).
4. Request from Bailey Voigt, representing the business, for a sign variance to install a freestanding sign within the setback at 3301 Stanley Street (Parcel ID: 281240828100605).
5. **Public Hearing and Action** on a request from William Schierl for a conditional use permit to operate a Tourist Rooming House at 1665 Main Street (Parcel ID 281240832102001).
6. **Public Hearing and Action** on a request from Christopher Hertel for a conditional use permit to operate a Wine Bar (tavern) at 1221 Second Street (Parcel ID 281240832201509).
7. **Public Hearing and Action** on a request from Heartland Custom Homes, Inc., representing the property owner, for a conditional use permit to use the Traditional Neighborhood Overlay District reduced setback standards to construct a detached accessory structure at 2833 Blaine Street (Parcel ID 281230804201404).
8. Request from Dan Klister for the purpose of annexing property located at 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03) from the Town of Hull to the City of Stevens Point.
9. **Public Hearing and Action** to establish a permanent zoning classification of "B-5" Highway Commercial District, for 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03) (Klister annexation request).
10. Request from Dan Klister for site plan review of the proposed development at 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03).
11. **Public Hearing** on the proposed amendment of boundaries and project plan for Tax Incremental District No. 9 (See the Public Hearing Notice which was published on July 28, 2017).
12. Consideration of "Resolution Designating Proposed Amended Boundaries and Approving a Project Plan

Amendment for Tax Incremental District No. 9, City of Stevens Point, Wisconsin”.

13. **Public Hearing & Action** to amend the Official Street Map of the City of Stevens Point to extend Coye Drive 60 feet west of Hoover Avenue.
 14. Presentation of city tax revenue project and next steps.
 15. City of Stevens Point Housing Study.
 16. Community Development monthly reports for April, May, June & July 2017.
 17. Director’s Update
 18. Adjourn
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1. Roll call.

Present: Wiza, Kneebone, Brush, Curless

Excused: Haines, Hoppe, Cooper

Discussion and possible action on the following:

11. **Public Hearing** on the proposed amendment of boundaries and project plan for Tax Incremental District No. 9 (See the Public Hearing Notice which was published on July 28, 2017).

Mayor Wiza moved Agenda Items 11 and 12 to this point in the agenda.

Director Ostrowski explained that the City was looking to amend its TIF District No. 9 which was part of the East Park Commerce Center. As part of the process, they needed to hold a public hearing at Plan Commission and adopt a resolution prior to being taken to City Council for action at the August meeting, and then confirmation at the Joint Review Board following Council’s action. In terms of the proposed amended area, they were looking to add 69 properties, roughly 302.6 acres, with a base value of \$61,069,338, to the existing 760 acre industrial park, as well as the northeast corner of the intersection of County Highway R and County Highway HH. Some of the additional costs, he explained would include \$5.5 million in intersection and internal road improvements, water and infrastructure improvements, and developer incentives. He noted that there were some development opportunities within the Business Park and East Park Commerce Center that they would be looking to undertake to make sure the district could cash flow. He briefly summarized some development assumptions as they moved towards the future and explained that the top portion of the amended area would likely be heavy industrial, with the bottom portion of the amendment area being lighter industrial. The northeast quadrant of County Road R and County Road HH would be commercial in nature. Regarding TIF districts, he briefly explain how they worked, noting that revenue over the established base value, or incremental value, would be generated for the infrastructure and other improvements throughout the district.

Mayor Wiza briefly commended the Community Development Department in making the digital format of the Plan Commission Packet more reader friendly in terms of navigating the document.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

12. Consideration of “Resolution Designating Proposed Amended Boundaries and Approving a Project Plan Amendment for Tax Incremental District No. 9, City of Stevens Point, Wisconsin”.

Motion by Alderperson Kneebone Cooper to approve the “Resolution Designating Proposed Amended Boundaries and Approving a Project Plan Amendment for Tax Incremental District No. 9, City of Stevens Point, Wisconsin”; seconded by Commissioner Curless.

Motion carried 4-0.

2. Report of the July 5, 2017 meeting.

Motion by Commissioner Curless to approve the report of the July 5, 2017 Plan Commission meeting; seconded by Commissioner Brush.

Motion carried 4-0.

3. Request from Bailey Voigt, representing the property owner, for a sign variance to install a freestanding sign exceeding the height and size requirements at 900 Illinois Avenue (Parcel ID’s: 281240833200316 & 281240828301026).

Director Ostrowski briefly summarized the request for the freestanding sign at the egress/ingress at Saint Michael’s Hospital at 900 Illinois Avenue. Being zoned R-5, the Uniform Sign Code required that signs within that district be a maximum height of 8 feet. The applicant was proposing a freestanding sign at 11 feet. The existing proposed sign would be moved slightly southwest of the existing sign, with the existing sign being removed completely. He reviewed the site layout and the renderings for the proposed sign, noting that it was a larger parcel in nature and there was not a lot of signage throughout the site. Additionally, the existing sign was obstructed from view due to shrubbery around the parking lot. Since they preferred to see the shrubbery remain for screening, the sign needed to be taller to become visible over the shrubbery. They recommended approval for the sign variance, noting that they would still have to maintain a 5 foot setback from the property line off of the street.

Commissioner Brush asked if there were any other requirements they needed to abide by regarding the sign code that had been agreed upon between the City, Plover, and the County.

Director Ostrowski explained that the Uniform Sign Code had been adopted throughout the county. Part of that code allowed variances to be granted for specific properties so long as it met certain requirements such as providing a hardship or difficulty. Additionally, the City set its own height limitations as they differed between certain zoning districts, and zoning districts varied between municipalities.

Commissioner Brush explained that he had visited the site and found there to be a possibility of cutting back the shrubbery to reveal the sign, rather than to grant them a sign variance, adding that he preferred to see the sign lower than 12 feet.

Director Ostrowski explained that the shrubbery was already being cut back, and that the sign would go from 12.4 feet tall to 11 feet tall if the item was approved.

Motion by Commissioner Curless to approve the request from Bailey Voigt, representing the property owner, for a sign variance to install a freestanding sign exceeding the height and size requirements at 900 Illinois Avenue (Parcel ID’s: 281240833200316 & 281240828301026); seconded by Alderperson Kneebone.

Motion carried 4-0.

4. Request from Bailey Voigt, representing the business, for a sign variance to install a freestanding sign within the setback at 3301 Stanley Street (Parcel ID: 281240828100605).

Director Ostrowski explained that the entire base and cabinet of the existing sign at 3301 Stanley Street was being changed due to Ascension's rebranding. This resulted in the proposed sign being considered new rather than a replacement which meant it had to meet current ordinance standards under the Uniform Sign Code. Had they decided to change the cabinet and not the base, they would be able to do so without a variance. Since they were changing the base as well, it warranted a new sign and had to be 5 feet from the property line. He briefly explained different possible locations for the new sign, noting that they could place one sign at the corner of East Maria Drive and Stanley Street near their egress/ingress, or place a sign at both their northern and southern property limits. From an aesthetic, functional, and traffic flow and safety perspective, he recommended having the one sign off the main access point. Staff saw no real concerns with approving the sign variance and recommended approval, adding that the commission could place a condition to only allow one sign to be erected on the property.

Motion by Alderperson Kneebone to approve the request from Bailey Voigt, representing the business, for a sign variance to install a freestanding sign within the setback at 3301 Stanley Street (Parcel ID: 281240828100605) with the following condition(s):

1. Only one freestanding sign shall be permitted on the premises.

seconded by Commissioner Curless.

Motion carried 4-0.

5. **Public Hearing and Action** on a request from William Schierl for a conditional use permit to operate a Tourist Rooming House at 1665 Main Street (Parcel ID 281240832102001).

Director Ostrowski explained that 1665 Main Street was in the R-4 District on the southwest corner of Division Street and Main Street. The applicant had purchased the property and they were in the middle of restoring it in order to use it as a tourist rooming house. He briefly reminded the commission that they had modified their Zoning Ordinance to allow tourist rooming houses as a conditional use in the R-4 and R-5 Zoning Districts. Detailing the site layout, he explained that there were two access points, one off Division Street and one off Main Street. Landscaping surrounded the site, but further improvements would be made to the exterior and interior of the home. The house contained 4 bedrooms with an additional room for a sofa sleeper in the den area, allowing for a maximum of 10 occupants. The intent for the property would be to have the whole house rented to a single individual group rather than several different individuals, which would most likely result in reduced parking needs. Staff saw no real concerns, and recommend approval with conditions stated in the staff report.

Mayor Wiza declared the public hearing open.

Mayor Wiza read a letter of support on behalf of the residents at 1648 Main Street.

Alderperson Jennings (First District) expressed her strong support for the request, adding that she was very grateful to the applicant for rehabbing a historic home in her district. She added the adjacent neighbor with

whom they shared a driveway with also strongly supports the project, and she encouraged the commission to approve it.

Bill Schierl (109 County Rd E S, Town of Carson), applicant and owner of 1665 Main Street, encouraged the commission to approve the request. He asked if it would be appropriate for him to produce and discuss a landscape plan.

Mayor Wiza asked the City Attorney to clarify what was allowed to be addressed during a public hearing, to which City Attorney Beveridge stated that if it was in the purview of the conditional use, it was appropriate.

Bill Schierl (109 County Rd E S, Town of Carson) distributed the landscaping plan and briefly summarized exterior landscaping improvements, most notably the removal of existing trees and addition of new deciduous and evergreen trees and shrubbery. They would also be keeping the shared driveway access with the adjacent property. The existing concrete parking area off Main Street would be kept, but replaced with drivable brick pavers. It would be used in order to drive around the house to more easily merge into traffic, adding that it would not be used or plowed in the winter. Mr. Schierl made himself available to additional questions.

Aldersperson Dugan (Eighth District), as a longtime advocate for neighborhood improvement and historic preservation, fully supported the project.

Mayor Wiza declared the public hearing closed.

Commissioner Curless asked if the applicant would also act as the property manager, to which it was confirmed that they would.

Motion by Commissioner Brush approve the request from William Schierl for a conditional use permit to operate a Tourist Rooming House at 1665 Main Street (Parcel ID 281240832102001) with the following conditions:

- 1. The applicant shall submit a site, building, and landscape plan to be reviewed and approved by the Community Development Dept.**
- 2. All building permits and other applicable permits shall be obtained.**
- 3. Ingress /egress on Main Street shall be vacated if not in use during the operation of the tourist rooming house.**
- 4. All refuse or mechanicals shall be screened, with materials approved by the Community Development Department.**
- 5. The establishment shall have a current license, as required by the Wisconsin Department of Health Services, Wisconsin Administrative Code Chapter 195.**
- 6. Owner shall register with Clerks and/or Treasurer's office and shall pay room tax as required under Sec. 4.13 of the Stevens Point Revised Municipal Code.**
- 7. Maximum tourist occupancy shall be ten (10) and shall comply with the minimum performance standards in the underlying zoning district regulations, and applicable building, fire, and occupancy codes, as amended.**

8. **The property shall be subject to an annual inspection by the inspection and/or fire departments. The owner shall be responsible for all costs associated with the inspection(s).**
9. **The property should have a locally designated agent or property manager if not the owner.**
10. **The establishment shall have a registry available on-site for inspection, indicating the identity of all guests, dates of stay, acknowledgement of operator presence or absence during stay, and length of stay. The registry shall include all information from the current registry year and the year immediately prior.**

seconded by Alderperson Kneebone.

Motion carried 4-0.

6. **Public Hearing and Action** on a request from Christopher Hertel for a conditional use permit to operate a Wine Bar (tavern) at 1221 Second Street (Parcel ID 281240832201509).

Director Ostrowski explained that the applicant, Christopher Hertel, had purchased and was moving the Indulgence Wine Bar to its new location to the downtown square at 1221 Second Street. The request would be to operate a wine bar in the B-3 Central Business District, of which a tavern was the closest conditional use. Taverns, he explained, had the potential to create adverse impacts on neighborhoods, and therefore were considered a conditional use in order to allow the Plan Commission and Common Council to add appropriate conditions to make sure potential negative impacts were addressed. However, he further explained that the request was a bit different when compared to the standard tavern facility. While most of the activity was to occur within the confines of the building, they were proposing to have outdoor seating similar to a sidewalk café. The sidewalk café seating would need to be surrounded by temporary fencing that was to be taken in during the evening hours or when not in use, and also be restricted to 4 tables. Additionally, outdoor music could not be provided. Staff saw no real concerns and recommended approval with conditions set in the staff report.

Commissioner Curless asked if they could have music during certain times.

Director Ostrowski stated that the applicant could not provide speakers for the exterior. However, he added that it was in the commission's purview to allow exterior speakers during certain hours, noting that it was administratively challenging to regulate at night.

Mayor Wiza agreed that there had been several concerns regarding exterior speakers in the downtown area.

Mayor Wiza declared the public hearing open.

Pete Leder and Linda Leder (2001 Green Tree Rd), owners of the adjacent building, expressed concern over having additional dumpsters placed behind their building, noting that space was already limited with existing dumpsters. However, they were in support of the request.

Christopher Hertel (3223 Village Ln, Plover) clarified that their business would not have refuse services provided to them at 1221 Second Street, and that their refuse would be transported to a fenced-in dumpster area across the street.

Aldersperson Jennings (First District) stated her support of the request, noting that the different type of economic model on the square in terms of alcohol was welcome as it was a place for people to both socialize and enjoy a nice space.

Mayor Wiza declared the public hearing closed.

Commissioner Brush asked for clarification on hours of operation.

Director Ostrowski stated that their hours of operation would be based off state statute requirements, but their exterior seating area would have to cease on or before 10:00 PM.

Motion by Commissioner Brush approve the request from Christopher Hertel for a conditional use permit to operate a Wine Bar (tavern) at 1221 Second Street (Parcel ID 281240832201509) with the following conditions:

- 1. The applicant shall require that the area surrounding the premises be kept clean and orderly. All cups, bottles, cans, garbage, rubbish, cigarettes, etc. shall be properly disposed of at the end of each day, and not left on the property or public right-of-way.**
- 2. Any new refuse containers established from the proposed use shall be screened from view.**
- 3. The historic preservation commission shall approve any proposed exterior renovation or rehabilitation activities, including signage.**
- 4. The business must be operated in a manner that music or activities heard from outside the building does not unreasonably disturb the peace and enjoyment of the surrounding properties.**
- 5. The premise shall be permitted to be extended outdoors, but shall not exceed four tables and four chairs at each table.**
- 6. The outdoor premise shall not impede onto the sidewalk creating less than a five-foot-wide pedestrian area.**
- 7. Temporary fencing, to be approved by the historic preservation chairperson and designated agent, shall exist to define the licensed premise area. An entrance to the enclosed area shall exist closest to the primary door of the establishment and shall be permitted to remain open. The extended premise area (sidewalk café) furniture and fencing shall be removed from the sidewalk and stored inside when the extended premise area is not in use.**
- 8. The extended outdoor premise shall exist only on Second Street along the building face.**
- 9. No exterior speakers or music shall be allowed.**
- 10. The licensee shall maintain order and peace in the extended premise area.**
- 11. Serving within the extended exterior premise area shall cease on or before 10:00 P.M.**

12. This conditional use permit shall expire August 31, 2018, upon which staff shall have the authority to review on a biannual basis and extend the permit for consecutive two year periods as long as all conditions are met.
13. The property shall be subject to an annual inspection by the inspection and/or fire departments. The owner shall be responsible for all costs associated with the inspection(s).
14. Any licensed premise established, operated, or maintained in violation of any of the provisions or requirements of this conditional use permit shall be grounds for suspension or revocation of this conditional use permit and/or declared to be unlawful and a public nuisance. The City may, in addition to or in lieu of, any other remedies set forth in the Chapter 12 of the Stevens Point Revised Municipal Code, commence an action to enjoin, remove, or abate such nuisance in the manner provided by law and shall take such other steps and apply to such court or courts as may have jurisdiction to grant such relief as will abate or remove such public nuisances, and restrain and enjoin any person(s) from establishing, operating, or maintaining said conditional use contrary to the provisions of this conditional use permit.

seconded by Commissioner Curless.

Motion carried 4-0.

7. Public **Hearing and Action** on a request from Heartland Custom Homes, Inc., representing the property owner, for a conditional use permit to use the Traditional Neighborhood Overlay District reduced setback standards to construct a detached accessory structure at 2833 Blaine Street (Parcel ID 281230804201404).

Director Ostrowski explained that the property was zoned R-2 Single Family and was within the TND Overlay District which allowed for reduced setbacks. The goal was to construct a 570 square feet detached garage that would take access off of the alley in the back rather than off Blaine Street. This request differed slightly from typical TND requests in that rather than requesting reduced setbacks for a principal or accessory structure, the applicants were requesting to allow the detached garage closer than the 10 feet needed from the principal structure. When this occurred, he stated, the detached structure needed to meet the principal building setbacks. He went on to show elevations of the proposed garage and pictures of the existing site. Staff felt that the request met the standards of review and recommended approval with conditions set within the staff report.

Aldersperson Kneebone asked if there would be access to the garage from the alley, to which Director Ostrowski confirmed that there would be.

Mayor Wiza declared the public hearing open.

Brice Nelson (2450 Plover Rd, Plover), with Heartland Custom Home, Inc., stated he was available for questioning.

Mayor Wiza declared the public hearing closed.

Motion by Aldersperson Kneebone to approve the request from Heartland Custom Homes, Inc., representing the property owner, for a conditional use permit to use the Traditional Neighborhood

Overlay District reduced setback standards to construct a detached accessory structure at 2833 Blaine Street (Parcel ID 281230804201404) with the following conditions:

- 1. The addition shall compliment the architectural appeal of the existing home. Such plans shall be reviewed and approved by the Community Development department.**
- 2. Additional architectural features, such as windows shall be added to both the west and north sides of the structure.**
- 3. All necessary building permits shall be obtained for the proposed work, including the submission of updated building plans.**
- 4. Rain gutters shall be installed on the detached garage, along with downspouts to direct stormwater away from adjacent properties and maintain the stormwater onsite.**
- 5. All other applicable ordinance requirements shall be met.**
- 6. Staff shall have the right to make minor modifications to the plans.**

seconded by Commissioner Curless.

Motion carried 4-0.

- 8. Request from Dan Klister for the purpose of annexing property located at 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03) from the Town of Hull to the City of Stevens Point.**

Director Ostrowski explained that agenda items 8, 9, and 10 were all related to the annexation of a property from the Town of Hull into Stevens Point. Item 9 would act to establish a permanent zoning for the property, and item 10 would review the site plan required once the zoning classification was set. The former Lynn's Greenhouse off of Highway 10 E had been sold and was looking to be annexed into the City in order to construct a multi-tenant retail space. The annexation, he explained, would help straighten out the boundary more towards the south. In addition, the request was unanimous in that all property owners and tenants on the property were requesting to be annexed. In looking at the property in relation to the City's zoning map and future land use map, the area was hashed for B-5 Highway Commercial along the Highway 10 E corridor. In terms of the annexation, staff felt there was a public interest in straightening the boundaries and keeping it continuous. Staff also supported the recommendation of zoning the property to B-5 Highway Commercial given the surrounding zoning and access onto Highway 10 East.

Ken Koziczkowski (4300 N Richmond St, Appleton), architect for Consolidated Construction, stated that the request was a good fit for the corridor. They made themselves available for questioning.

Motion by Alderperson Kneebone to approve the request from Dan Klister for the purpose of annexing property located at 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03) from the Town of Hull to the City of Stevens Point; seconded by Commissioner Curless.

Motion carried 4-0.

9. **Public Hearing and Action** to establish a permanent zoning classification of "B-5" Highway Commercial District, for 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03) (Klister annexation request).

Background information for this item was discussed under Agenda Item 8.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Curless to approve the permanent zoning classification of "B-5" Highway Commercial District, for 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03) (Klister annexation request); seconded by Commissioner Brush.

Motion carried 4-0.

10. Request from Dan Klister for site plan review of the proposed development at 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03).

Director Ostrowski explained that the property was recommended to be annexed and rezoned to B-5 Highway Commercial which would then require a site plan review. He reminded the commission that their main intent for a site plan review would be to look at the transportation network and access to the site. The proposed 22,000 square foot retail center would have an adjacent developable lot, with one large anchor tenant and 4 smaller tenants. A quick view of the site plan revealed aligned driveways across the street, cross-access between the Goodwill and former Hancock Fabric site to the west, and the removal of the landscaping island near the egress/ingress off Highway 10 E. Given the standards of review, staff recommended approval of the site plan in regards to traffic and access, and noted that they would still need to meet all other requirements under the Zoning Code during departmental review such as bike parking, landscaping standards, and construction types.

Tom Schneeberg (5422 Floral Ln), property owner to the south, noted concerns about fencing, noise, light pollution, and asked whether the existing trees along the south would remain and if there were plans for a retention pond.

Mayor Wiza asked the developer to come forward to address the concerns presented.

Mike Kohlbeck (1445 McMahan Dr, Neenah), civil engineer with McMahan Associates, Inc., stated that the trees along the southern part of the property would remain. An infiltration basin would then go between those evergreens and parking lot, as well as additional basins along the northern ends of the property at each corner. Even though they were currently waiting on soil boring results, all their water based models had looked good and seemed to exceed City requirements for water infiltration. As far as the noise went, he stated, the only noise that would be subject would be at the back of the property near the loading dock area. Once the trucks were backed up to the loading dock area, noise would be minimal.

Alderperson Kneebone recommended that the applicants speak with the Bicycle and Pedestrian Advisory Committee for information regarding the best options for bicycle racks and hitches for parking.

Tom Schneeberg (5422 Floral Ln) further expressed concern with the water filtration basin, stating that residents had wells in that area. He asked what would be done in regards to the overhead utility lines running into the middle of their parking lot.

Mike Kohlbeck (1445 McMahan Dr, Neenah) explained that there was an overhead powerline pole located in the middle of the property which then ran eastward to another power pole. This power pole in the parking lot currently acted as the main power to the greenhouse. They would be working with the power company to have the power pole relocated along the back of the property line.

Tom Schneeberg (5422 Floral Ln) asked if they were planning on putting a fence in between the properties, to which Mr. Kohlbeck stated that they had no plans at the time to put up a fence, and that they would lead that up to the commission in whether they wanted to add it as a condition for the approval.

Aldersperson Morrow (Eleventh District) inquired if any tenants had been signed up, to which Mayor Wiza stated that it was not a discussion topic up for review.

Betty Kitzerow (5434 Floral Ln) asked what time deliveries would be made, and what business they were hoping to have.

Ken Koziczkowski (4300 N Richmond St, Appleton) stated they had tenants, were not at liberty to say, but tenant types would be service and retail. In regards to delivery schedules, they were still a work in progress with the tenants.

Mayor Wiza suggested that the residents may prefer earlier deliveries, to which Mr. Koziczkowski stated that there would be a balance and that it would try to follow traffic expectations.

Mike Kohlbeck (1445 McMahan Dr, Neenah) noted the concern for having the retention basin in proximity to residential wells. He stated that DNR and City requirements still needed to be followed, and that they were not going to injecting oil or gas into the basins, but rather be used for run-off from the parking lot. The basins were designed to capture debris and matter at the upper level in order to clean the water before it filtered back into the ground. In an event of a large storm, the basins would pond up in areas and then be redirected into the storm sewer system on Highway 10 E.

Commissioner Brush also expressed the desire to maintain the evergreen trees on the south side of the property, but questioned whether the roots would be disturbed in preparing for the depth of the drainage retention basin. He preferred to see a scale drawing showing the width of the existing tree location and width of the retention basin.

Director Ostrowski clarified that the review authority of the commission related specifically to traffic and access. Anything in terms of screening, layout, setbacks, and storm water was considered to be for internal review to make sure it meets the appropriate codes.

Aldersperson Kneebone asked that screening between the homes to the south be encouraged during staff review.

Mayor Wiza asked if there were any additional comments from the audience.

Mark Hince (1501 Pine Oaks Ct) expressed concern with the distance between the parking lot and evergreens when they planned to put in a basin and relocate power lines.

Mike Kohlbeck (1445 McMahan Dr, Neenah) stated that the distance between the backsides of the parking lot was roughly 42 feet. The infiltration basin, he explained, would be roughly 2/3 of that distance, adding that it would not be a wet pond, more of a 1.5-2 feet depression with landscaping. In regards to the power lines, they would work with the power company to find the best solution.

Betty Kitzerow (5434 Floral Ln) asked all parties involved to consider the type of landscaping added, hoping that they would be more substantial than 3 foot high trees that would not grow for many years.

Motion by Alderperson Kneebone to approve the request from Dan Klister for site plan review of the proposed development at 5421 and 5423 US Highway 10 East (County Parcel ID's 020240835-03.04 & 020240835-03.03); seconded by Commissioner Brush.

Motion carried 4-0.

13. **Public Hearing & Action** to amend the Official Street Map of the City of Stevens Point to extend Coye Drive 60 feet west of Hoover Avenue.

Director Ostrowski stated that Coye Drive already existed, and the request was more for administrative clean-up in getting it on the City's Official Street Map. The process required a public hearing and subsequent action by the Plan Commission.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Curless to approve to amend the Official Street Map of the City of Stevens Point to extend Coye Drive 60 feet west of Hoover Avenue; seconded by Commissioner Brush.

Motion carried 4-0.

16. Community Development monthly reports for April, May, June & July 2017.

Mayor Wiza moved Agenda Item 16 to this point in the agenda.

Mayor Wiza briefly reviewed the monthly reports for April, May, June, and July 2017, noting that overall permits issued and revenue had steadily increased over the last several years which reflected the redevelopment within the City.

Director Ostrowski explained that the multiple reports were a result of getting the reporting software recently fixed after switching to a new software system in March. He commended staff in working with the significant increase in permits being issued. He also anticipated a good year and continued increase in value.

Motion by Commissioner Kneebone to approve the monthly reports for April, May, June & July 2017 and place them on file; seconded by Commissioner Curless.

Motion carried 4-0.

14. Presentation of city tax revenue project and next steps.

Mayor Wiza stated that the agenda item was also discussed during an episode of "Talking Point with Mayor Mike". It was available for viewing through the City's website, YouTube Channel, or mobile app.

Christine Koeller and Dr. Ismaila Odogba, with the University of Wisconsin-Stevens Point, acted as faculty advisors for the student done research project regarding tax revenue projects within the City. Ms. Koeller briefly summarized the background and intent for the project, specifically that research showed that the cost of goods increased as population density decreased, and that suburban sprawl was costlier than denser, urban developments. During the presentation, Ms. Koeller and Dr. Odogba compared commercial

developments within the City and their proportion of revenue per acre, as well as determining the proportion of revenue change between aldermanic districts for 2001 and 2016. Their research resulted in an indication that the City of Stevens Point was sprawling outward more than inward in terms of growth. They further discussed ways in which they could encourage denser developments within the City's core such as creating special districts, changes to parking requirements and setback distances, and providing incentives for infill and mixed-use developments. Comments and questions were entertained throughout the presentation.

An image error was clarified for Main Street, but the data was confirmed to be correct.

Mayor Wiza asked whether the proportion of revenue change between aldermanic districts included rentals within the college core.

Christine Koeller confirmed that the data included only single family homes, to which Mayor Wiza noted that rentals were important to include as the central districts contained a lot of student rentals.

Comptroller / Treasurer Ladick ran through a presentation regarding the fiscal impacts of land use policy from the City's perspective. During the presentation he explained the need to have a balance when it came to maximizing land value while trying not to increase internal costs. New construction was important because it dictated how much the City was able to increase their operational tax levy. He explained that in Wisconsin, local governments relied heavily on property tax revenue to support city services and capital replacements. He also ran through several scenarios that resulted from development patterns for residential and commercial projects. Ideally, they not only wanted to maximize the land they had, but also maximize the existing tax value of properties. Overall, the current revenue being generated by the City covered infrastructure costs, adding that the City Council had recently elected to budget an additional \$1.6 million for capital replacements. He stressed the need to look for solutions that worked for all parties involved; residents, developers, and the City.

Mayor Wiza stated that the presentation spoke to general philosophy that the City had adopted. Prior to the City Council making the decision to increase taxes to cover costs of existing capital, the City was not in a sustainable pattern for infrastructure. The council's action allowed them to raise taxes to cover the costs of all existing infrastructure. He cautioned using revenue to support other projects and initiatives when it was being used to maintain the roads as they did not want to lose ground again. He noted that they were working on things that would help the City such as making sure developments were net positive, reducing the need for parking by working on alternative transportation, and focusing on both infill and exterior growth. He recommended contacting Christine Koeller and Comptroller / Treasurer Ladick with any further comments or questions regarding the presentations.

Alderman Kneebone positively recommended the Joe Minicozzi video, "Mapping the Dollars and Sense of Land Use Patterns", that was noted during the University of Wisconsin presentation.

15. City of Stevens Point Housing Study.

Director Ostrowski explained that the final version of the Housing Study was before them. He asked commissioners to review its contents as there were recommendations and programs that would be incorporated as part of the housing chapter in the City's Comprehensive Plan. The study would be discussed at a later date.

Mayor Wiza added that the Housing Study was available for viewing on the City's website and mobile app.

17. Director's Update

Director Ostrowski had no further updates

18. Adjourn.

Meeting adjourned at 8:07 PM

Attachment Pertaining to Item 5: Letter of Support

July 31, 2017

Michael Ostrowski
Director of Community Development
1515 Strongs Avenue
Stevens Point City Hall

Public hearing on conditional use permit, 1665 Main Street

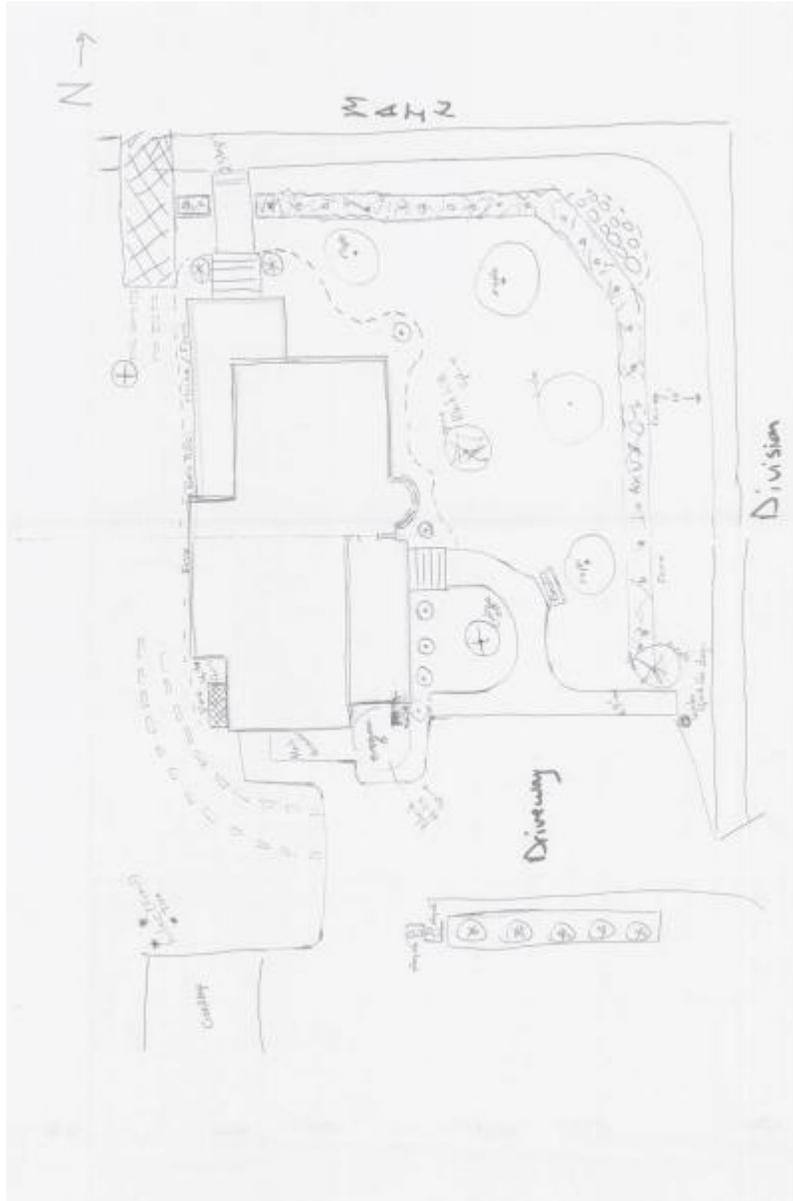
As long time residents of the 1600 block on Main Street in Stevens Point we enthusiastically support the request from William Schierl to operate a tourist rooming facility at 1665 Main Street. We applaud the considerable financial commitment he has made to save an important historic residence and to restore it to its original elegance. We have lost too many fine examples of earlier Stevens Point architecture and history and, hopefully, this restoration project will encourage others.

The 1600 block stands as the gateway to downtown Stevens Point, and as we consider the revitalization of the central city the surrounding entry way is equally important.
Respectfully,

Gary Hagen and Lois Freeberg-Hagen
1648 Main Street
Stevens Point, Wisconsin 54481

Handwritten signatures of Gary Hagen and Lois Freeberg-Hagen. The signature for Gary Hagen is written above the signature for Lois Freeberg-Hagen.

Attachment Pertaining to Item 5: Landscape Plan



Attachment Pertaining to Item 12: Resolution for Amending TID 9

RESOLUTION NO. 2017-001

**RESOLUTION DESIGNATING PROPOSED AMENDED BOUNDARIES
AND APPROVING A PROJECT PLAN AMENDMENT
FOR TAX INCREMENTAL DISTRICT NO. 9,
CITY OF STEVENS POINT, WISCONSIN**

WHEREAS, the City of Stevens Point (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 9 (the "District") was created by the City on May 20, 2013 as an industrial district; and

WHEREAS, the City now desires to amend the Project Plan and boundaries of the District in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, such amendment will cause territory to be added to the District, providing incentive and opportunities for additional private development and redevelopment; and

WHEREAS, such amendment will also modify the categories, locations or costs of the Projects to be undertaken, providing incentives and opportunities for additional private development and redevelopment; and

WHEREAS, such amendment will also allow for the District to incur project costs outside of, but within ½ mile of, the boundaries of the District as permitted under Wisconsin Statutes Section 66.1105(2)(f)1.n.; and

WHEREAS, an amended Project Plan for the District (the "Amendment") has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the amendment of the district promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Portage County, the Stevens Point Area School District, and the Mid State Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

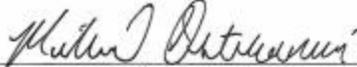
WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on August 7, 2017 held a public hearing concerning the proposed amendment to the Project Plan and boundaries of the District, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Stevens Point that:

1. It recommends to the Common Council that the boundaries of Tax Incremental District No. 9 be amended as designated in Exhibit A of this Resolution,
2. It approves and adopts the amended Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
3. Amendment of the Project Plan and Boundaries of the District promotes orderly development in the City.

Adopted this 7th day of August, 2017


Plan Commission Chair


Secretary of the Plan Commission

Attachment Pertaining to Item 16: Community Development Report for July 2017

Community Development Report - July 2017

Construction Report

New Construction/Additions	Owner/Location	Declared Valuation	Fees
Residential	N/A	N/A	N/A
Commercial	Sentry Insurance, Footings & Foundation 1501 North Point Dr	\$2,387,251.00	\$23,872.51
Remodeling	# of Permits	Declared Valuation	Fees
Residential	81	\$300,537.57	\$3,943.94
Commercial	36	\$895,101.83	\$11,451.06
Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits
118	\$3,582,890.40	\$39,267.51	588
			YTD Valuation
			\$24,687,463.32
			YTD Fees
			\$229,726.16

*21 residential permits relating to damage caused by June storm

Year	Permits	Valuation	Fees
2016	493	\$30,393,123.29	\$199,997.32
2015	404	\$20,174,860.56	\$121,044.27
2014	375	\$13,853,021.00	\$81,827.64

Violation Report

Exterior Property Area Complaints	Count
*Multiple Exterior Property Violations	0
*Other Exterior Property Violations	2
Accumulation of Rubbish or Garbage	1
Grass or Weeds	15
Improper Parking of Vehicles	3
Improper Storage of Refuse or Refuse Carts	0
Refuse or Refuse Carts on Curb	0
Snow and Ice	0
Storage of Household Items Outside	17
Unlicensed or Inoperable Vehicles	1
Unsanitary Conditions	0
Exterior Structure Complaints	
*Exterior Building or Structure Violations	1
*Other Exterior Property Violations	0
Defective Protective Treatment	0
Defective Exterior Walls, Roofs, Windows, Doors	2
Interior Structure Complaints	
*Multiple Interior Structure Violations	0
*Other Interior Structure Violations	2
Multiple Violations	
*General Case	10
Other Violations	
*Other Property Violations	0
Signage Violations	1
Expired Multiple-Family License	0
Improper Occupancy - Multi-Family Dwelling	0
Improper Occupancy - Residential Dwelling	2
Visibility Obstruction Violations	0
Land Use Violations	1
Work w/o Historic Preservation Review	0
Work without Permits	2
Total Violations / Total Service Fees Billed	60 / \$600
16/60 Tagged, 15/16 Complied = 93.75% Tag Compliance	