

Meeting Minutes

REPORT OF CITY PLAN COMMISSION

Monday, February 5, 2001 - 4:00 P.M.

PRESENT: Chairman Mayor Wescott; Art Davy; Lois Feldman; Jeff Zabel; Elbert Rackow; Bud Flood; Fred Steffen

ALSO PRESENT: Comm. Dev. Dir. John Gardner; Po. Co. Senior Planner Jeff Schuler; City Clerk, Vickie Zdroik; Ald. Phillips, Walther, Molski, Sevenich, Barr, Moore, Phillips, Nealis, Seiser; Capt. Dowling, Police Dept.; Mayors Assis. Neil Marciniak; Michael Smith; Tom Ludwig; Todd Grunwaldt; Dave Grutzik; Richard/Tami Fritsche; Dick Daniel; Mike Wondzell; Ronald/Sandy Aufdermauer; Mitch Walczak; Chris Cooper; Paul Jakusz; Patricia Arnold; Reid Rocheleau; Dave, Clairice, Crystal & Nancy Sowieja; Rich Koziczowski; Carl Rasmussen; John Zellmer; Mike Johnson; Alan Hetzel; Bill Palmer; Roger Granthum; Gene Kemmeter; Scott Krueger; Mike Jacquart

1. APPROVAL OF THE DECEMBER 4, 2000 PLAN COMMISSION MINUTES

Elbert Rackow moved, seconded by Bud Flood, to approve the minutes of the December 4, 2000 meeting. Ayes all; Nays none; Motion carried.

2. ZONE CHANGE - APPROX. 20 ACRES - SW CORNER DUBAY/RESERVE ST. N - From "R-LD" Low Density to "PUD" Planned Unit Development Zoning

John Gardner stated the proposed zoning allows the city to work with developers on specific site plans. Once those plans are approved by the council and the PUD adopted, any changes in the future would have to come back for review and approval.

Tom Ludwig, project developer, stated they are proposing a senior campus which would include 1) a community based residential facility (CBRF) with 24 hour/day care, 2) a residential care apartment complex (RCAC) which is similar to a CBRF but with larger units, and 3) single, duplex, and 4-unit condominiums which will be available for either purchase or rent. The building materials will all be similar and made of brick and block and we are providing a pretty comprehensive landscaping plan. We would expect construction, approximately \$12 million, to begin within weeks of approval with opening in 5-6 months.

Mike Smith, a partner in Americore Management Services, stated they own and operate approximately 450 units of assisted living in the State of Wisconsin. About 90% of our residents across the state come from within 10 miles of each of our sites. He has been working with Mr. Ludwig for over one year now and after much research, has found that a combination CBRF and RCAC campus will be a very attractive living and care option for seniors in this market.

Todd Grunwaldt, architect, distributed plans of the building elevations and described the elevations and the products being used for the exteriors.

John Gardner stated it is our understanding that the people who live in the RCAC are not totally independent. The intent is for the residents to eat in the common dining room, there are no stoves in the units. The units have ½ refrigerators and microwaves. Staff is willing to classify this as a group home for parking purposes. The parking issue has been resolved because the owners have stated most of the residents do not drive cars, however, we recommend the proviso that sufficient land be set aside on the other side of the drive aisle for additional parking if and when demand would require it.

Ald. Kedrowski questioned whether the city has adequate sanitary sewer and water capacity to accommodate this development and will we have sufficient capacity under I-39 for future development? The pipe under I-39 should be enlarged. These developers should have to pay part of the cost of what it will take to go beyond this.

John Gardner responded that question was asked at the sewer service meeting and the City Engineer stated that there is adequate capacity both at the treatment plant as well as transmission. This development, along with the existing subdivision, will consume most of the force main under the interstate. The transmission line was installed 3 years ago to accommodate about 20 acres. Unfortunately, the sewer service area is such that it did not allow for sizing the pipe beyond the first one-half mile that is in the city sewer service area.

Elbert Rackow moved, seconded by Fred Steffen, to approve the zone change and site plan for the 20 acres located at the southwest corner of DuBay Ave. and Reserve St. N. from "R-LD" Low Density to "PUD" Planned Unit Development Zoning with the following conditions: 1) the site and building are constructed as shown on the attached plans, 2) all roads and utilities are owned and maintained by the owners' association. The city will accept sewer and water mains in reserve St. N. and DuBay Ave. 3) the owner constructs 24 foot wide asphalt roads with curb and gutter, 4) screening plants or a berm be constructed between DuBay Ave. and the parking for the senior apartment complex, 5) the council approves a wet-pond drainage plan as proposed by the owner with the Engineering Dept. to approve specific pond design and drainage plans based on the concepts discussed in the staff report, 6) buildings are constructed using similar architectural design to that shown using brick, tumbled block, and stucco materials; 7) park fees be assessed for this development at the rate of \$100 per dwelling unit for the four-plex units, \$250 for single family, and \$400 for two family. Ayes all; Nays none; Motion carried.

3. ZONE CHANGE - 2 ACRES - RESERVE ST.. N. BETWEEN DUBAY AVE. AND I-39 - FROM "M-1" LIGHT INDUSTRIAL TO "B-4" COMMERCIAL ZONING

Since the original recommendation, the Council has approved multiple family use north of this property.

John Gardner stated the owner and the adjacent neighbors have worked out an agreement with regard to drainage along with an access way between their development and the senior development to the north. We have discussed a concept site plan, but they are not proposing to develop the property for 3 years. There is really no screening plan required until a final site plan is presented for review. Staff recommends approval of the zone change to "B-4".

Bud Flood questioned whether the proposed detailing shop is a conditional use in commercial zoning. Would they have a problem getting a conditional use approval from us.

John Gardner responded that it would be a conditional use. Since development is not planned for possibly three years, he cannot guarantee what a future council would approve or future staff would recommend as a conditional use.

Dave Sowieja, one of the owners of the property, indicated they have worked out an agreement with Mr. Gardner and Mr. Ludwig with respect to their property that was zoned light industrial. He doesn't feel that this rezoning is appropriate because we were only given a 3-day notice in December that the city had initiated downzoning. In addition, the property across the street from ours was downzoned from commercial to residential without our knowing it. It is his understanding that neighbors should be informed of this. He doesn't think we would be here to day b

forced to downzone our property with the caveat of having a conditional use tied to it if we had been informed of the downzoning across the street. People need to be given at least one month's notice of the fact that something like this is going to happen. I am in agreement with the "I-4" zoning, but that zoning doesn't guarantee that we will be able to build what we want. If it had remained light industrial, we wouldn't have that problem.

Bud Flood questioned whether these people were notified. He wants the city to be cognizant of the screening issue.

John Gardner responded we reviewed the file of the downzoning of the Ludwig property and did notify the property owner to the north because that property owner lived in the middle of the woods and did not have any neighbors. We did not notify the property owners to the west because they were a higher use and did not anticipate a problem with a downzoning from commercial to multiple family.

Bud Flood noted he wants the city to be cognizant of the screening issue. We initiated the rezoning and we have a responsibility to make it whole to them.

Art Davy moved, seconded by Jeff Zabel, to recommend rezoning the 2 acres located on Reserve St. N. between DuBay Ave. and I-39 from "M-1" Light Industrial to "B-4" Commercial Zoning. Ayes all; Nays none; Motion carried.

4. ANNEX 30 ACRES NORTH OF OLD HWY 18 & EAST OF BRILOWSKI RD

- Annexation
- "R-1" Suburban Single Family and "R-3" Two Family Zoning
- Sewer Service Amendment
- Land Use
- Utility Extension

John Gardner stated the development as proposed ties in with the existing neighborhood. Staff recommends the following: the property be annexed, the subdivision be approved as a preliminary plat with the park fees, Lots 1-8 be zoned Two Family with the balance of the lots being zoned Suburban Single Family, sewer and water be extended to these lots, that Old Hwy. 18 be widened to 86', not for utility use, but for public use of the right-of-way, that the Land Use Plan show this area as residential, ask the County to consider downzoning the land south of Old Hwy. 18 to residential, and that any new development be consistent with the Land Use Plan.

Jeff Zabel noted it seems there is only one way in and one way out of the subdivision. Isn't staff concerned with that?

John Gardner responded it is not a major problem. He hopes to see the land to the east develop with an alternate route in and out. There has been discussion about extending Jefferson St. to the east, but that would require provisions for extending the road across the house/property facing Brilowski Rd. (at the northwest corner of the proposed subdivision) and also the south edge of the Wal-Mart property. Land was not reserved for this road and no provision to pay for the road or utilities.

Jeff Schuler noted as background, at the time of the lot split for the house at the northwest corner of the subdivision, the house was positioned on the lot to take into account that there perhaps would be a road across the northern part of it. Provisions were supposed to be made as part of the CSM to provide language that a road ROW may go across the north part of the parcel. That did not happen. It is our position that it makes good sense to have an access point with the extension of Jefferson St.

Bud Flood felt at a minimum, the owner should reconsider his lots and reserve 33' on the north side of the duplex lots for a future street, and he would like to include that in any motion that is made.

Bill Bayba questioned if reducing those lots by 33' would make them nonconforming.

John Gardner responded it would not. They would still meet the lot size requirements.

Ald. Kedrowski noted he would like to see this plan with Jefferson St. to the north just to see what the long term plan would be.

Ald. Phillips questioned why we are creating several dead-end streets in this development and how will snow removal and plow turn around be handled on these streets.

John Gardner responded until such time as the proposed dead-end streets would be extended, the snow would just be plowed to the end.

Elbert Rackow moved, seconded by Bud Flood to recommend approval of: 1) the property be annexed, 2) Lots 1-8 be zoned Two Family with the balance of the lots being zoned Suburban Single Family, 3) sewer and water be extended to these lots, Old Hwy. 18 be widened to 86', not for utility use but for public use of the right-of-way, 4) Park Fees be assessed of \$250 per single family lot times 36 lots (\$9,000) and \$400 per duplex lot times 8 lots (\$3,200, total of \$12,200 be paid to the city at the time of plat recording in lieu of park land dedication, and 5) the Land Use Plan show this area as residential and ask the County to consider downzoning the land south of Old Hwy. 18 to residential, and 6) the owner reconsider his subdivision and reserve 33' along the north side of Lots 1-8 for a future road. Ayes all; Nays none; Motion carried.

5. REQUEST FOR PEDESTRIAN MALL - EAST AVE.. BETWEEN JEFFERSON ST.. AND OAK ST..

John Gardner stated two years ago the city was approached to close off the street for expansion of the school and playground. The referendum did not pass and the school was not expanded, but they continue to feel there is a need for open space and playground expansion. They have acquired 3 houses to the east, removed them, and would like to temporarily close East Ave. to accommodate the playground expansion. **We temporarily closed the street for several weeks in 1999 with barricades, notified the neighbors and had a neighborhood meeting. There didn't appear to be any serious concerns at that meeting about the closure. The pastor of St. Joseph's Church expressed concern with parking on Jefferson St.** Staff has indicated that no drop-off parking would be allowed on Jefferson St., but there would be no changes to the regular parking. Based on the fact that a pedestrian mall remains public right-of-way and under the control of the city and may be converted back at city discretion, staff recommends approval of the proposed pedestrian mall with the conditions as listed in the staff report.

Bud Flood noted today there were 11 cars parked on East Ave. where are they going?

John Zellmer, Jefferson School Principal, responded we expect they will be absorbed on Oak St.

Dick Daniels, representing St. Joseph's congregation, noted some of the teachers park in their parking lot. He would like to meet with school officials and work things out.

John Zellmer stated they want to be good neighbors and agreed to meet with the church committee. We could ask that staff not park there or on Jefferson St. and leave that parking open for church funerals, etc.

Rick Koziczkowski, owner of 2008-10 Oak St., requested an 8' high fence in place of the proposed 6' fence.

Ald. Kedrowski stated if this is approved, he wants to see the walkway well lit. He expressed concern with additional traffic on Reserve St. from closing East Ave. We should look at widening Reserve St. possibly 5' between Jefferson/Oak Sts.

Capt. Dowling, Police Dept., stated they are also concerned with additional traffic on Reserve St. Officers were assigned to monitor Reserve St. during the trial street closing period and did not encounter any problems with traffic flow.

Ald. Kedrowski stated by purchasing right-of-way you could expand Reserve St. and he would like this looked into. Fred Steffen noted school personnel should encourage buses not to use Reserve St.

Ron Kubisiak, St. Joseph's maintenance, noted during that trial street closing period, he noticed parents parking on the north side of Jefferson to pick up students coming out of the gymnasium door and running across the street. That is a very dangerous situation.

Bud Flood moved, seconded by Fred Steffen, to recommend approval of the request for a pedestrian mall on East Ave. between Jefferson St. and Oak St. with the following conditions/restrictions: 1) the pedestrian mall remains public right-of-way and remains under the control of the city. A pedestrian mall may be converted back to a street at city discretion; 2) the city insist on the continuous open access, including school hours, for pedestrians/bicyclists along East Ave. between Jefferson St. and Oak St. A continuation of the sidewalk as shown on the plan would be adequate. No fencing may be placed across this sidewalk. The Fire Dept. has recommended that this sidewalk should align with the sidewalk north of Jefferson St. (slightly east of the current alignment) and the sidewalk be at least 10' wide to provide for emergency vehicle access. If the sidewalk is the usual 4" deep, it may be subject to damage in the event a heavy vehicle uses it. The city is not liable for that damage. The sidewalk must be kept clear year round; 3) the residential properties to the east be screened from the playground with a fence that is at least eight (8') feet tall and contains screening material that protects the privacy of the neighbors homes. Chain link fence with screening "pipe cleaner" inserts are acceptable; 4) Police and Engineering are developing recommended parking restrictions along Wyatt Ave. (bus loading), Oak St. (parent loading), and Jefferson St. No drop-off parking be allowed on Jefferson St. but no changes for regular parking. 5) The Fire Dept. recommends fire trucks should have access to the playground south of the building. That could be accomplished by widening the existing driveway at least 4 feet in both directions; 6) The Fire Dept. also recommends that the emergency door to the library be replaced with a door with a glass panel or provide a Knox Box at this entrance; and 7) lighting be strongly considered along the sidewalk. Ayes all; Nays none; Motion carried.

6. ANNEX APPROX. 105 ACRES - SCHMEEKLE RESERVE - NORTH POINT DR.

- Annexation
- "C" Conservancy Zoning

John Gardner stated some of the land is owned by the city so the Mayor must be authorized to sign the annexation petition. Conservancy zoning is consistent with the rest of the land in the reserve. Staff recommends approval of the annexation and Conservancy Zoning.

Fred Steffen moved, seconded by Bud Flood, to recommend approval of annexing approximately 105 acres - Schmeekle Reserve on North Point Drive with Conservancy Zoning and authorizing the Mayor to sign the annexation petition. Ayes all; Nays none; Motion carried.

7. SIGN ORDINANCE VARIANCE - MORE THAN ONE SIGN PER BUSINESS - Little Professor - 1001 Brilowski Rd.

John Gardner stated the request is for a sign on the south wall of the building in addition to the wall sign facing Brilowski Rd. and the freestanding sign. The Sign Ordinance allows for one wall sign per tenant with a maximum size of 100 sq. ft. per sign, plus one freestanding sign in the parking lot up to 150 sq. ft. per street frontage provided the freestanding signs are separated by 200 feet measured along the frontage. The existing wall sign is 39 sq. ft. and they could have had 100 sq. ft. There is no hardship and the variance would be contrary in that we intended to be limiting the amount and number of signs and be consistent with other buildings in the area. Staff recommends denial of the request.

Mike Johnson, Graphic House, distributed some photographs and stated the goal is not to over-sign the building, but to have visibility from Brilowski Rd./Hwy.. 10. There will be a multi-tenant sign and given the number of tenants, they will not all be visible on the monument sign and still be readable from Hwy.. 10.

Jeff Zabel noted the Sign Ordinance allows for one wall sign per tenant on the building and it doesn't matter which side of the building. So, if you are looking for visibility from Hwy.. 10, why not eliminate the sign on Brilowski Rd.?

Mike Johnson responded they would then have a store front with no identification.

Jeff Zabel agreed. The sign should be on the front facing Brilowski Road.

Bud Flood stated a developer should know what is allowed for signing before he develops a building. He recommends denial.

Bud Flood moved, seconded by Lois Feldman, to deny the sign variance request for an additional sign for Little Professor at 1001 Brilowski Rd. Ayes all; Nays none; Motion carried.

- Glacier Hollow - 5600 Woodland St.

John Gardner stated this is a very similar request to Little Professor's in that they are asking for more than one sign. The difference being that this request, all tenants face one direction and this tenant occupies 4 bays. The request is for 4 signs - one for each bay. The Sign Ordinance allows one wall sign per business.

Tom Beer, Graphic House, stated this request differs in that this tenant takes up 4 bays and is requesting 4 signs. We could put up one awning that spans the entire distance of this building, but, given the design of the building with the columns, it would break up the design of the building

and the integrity of the building would be compromised. Instead, we are proposing to break the awnings between the columns and they then become 4 different awnings.

Elbert Rackow moved, seconded by Jeff Zabel, to deny the request for an additional sign at 5600 Woodland St.

Terry Eichin, owner of Glacier Bay, stated she doesn't want to have anything gaudy or flashy. If she had not taken 4 bays, there could have been 4 different signs. She is trying to tie all 4 bays together for one business.

Fred Steffen questioned whether the logo or the writing constitutes a sign?

John Gardner responded writing does constitute a sign. McDonald's arches logo constitutes a sign. He would need more information as to why these are considered purely decorative or logo.

Ald. Seiser feels the different brand names look like advertising clutter and is not consistent with the intention of the Sign Ordinance to reduce clutter.

Ayes all; Nays none; Motion carried.

8. REQUEST FROM OWNER TO SELL 2424 BUSH ST.. TO THE CITY

John Gardner stated the city purchased the property next door at 2432 Bush St. to expand Morton Park. The owners of 2424 Bush St. have approached the city to purchase their property. These purchases are consistent with the adopted Park Plan. The city will not condemn the property and recommends approval of the purchase.

Fred Steffen moved, seconded by Art Davy, to recommend staff move ahead to purchase the home at 2424 Bush St. for Morton Park expansion. Ayes all; Nays none; Motion carried.

9. ZONE CHANGE AND CONDITIONAL USE - 760 FRANKLIN ST..

- From "R-5" Multiple Family II to "R-3" Two Family Zoning
- Cond. Use to Construct a Garage Less Than 10' From Principle Bldg.

John Gardner reviewed the staff memo and recommended approval of both requests.

Fred Steffen moved, seconded by Lois Feldman, to recommend approval of the request for "R-3" Two Family Zoning and also the conditional use request to construct a garage with less than 10' from the principle building at 760 Franklin St. as shown on the attached site plan. Ayes all; Nays none; Motion carried.

10. VACATION OF STORM SEWER EASEMENT - BETWEEN 109-125 GEORGIA ST.. N.

Rick Fritsche, 109 Georgia St. N., asked if the trees would be removed.

John Gardner stated it is his understanding that the vacation is just to clean up an old easement that is no longer needed according to Engineering.

Chairman Wescott directed the secretary to have Jon Van Alstine call Mr. Fritsche.

Bud Flood moved, seconded by Fred Steffen, to recommend approval of vacating the storm sewer easement between 109 and 125 Georgia St. N. Ayes all; Nays none; Motion carried.

11. AIRPORT IMPROVEMENTS

- Utility Easement
- Precision Approach Path Indicator

Chairman Wescott noted the action today is to approve these projects. The precision path indicator is on an 80/20 with the federal and state government, 20% local. This was introduced at the Board of Public Works in January. The utility easement is natural gas. We are looking at authorization for submitting this to the government.

Fred Steffen moved, seconded by Lois Feldman, to recommend approval of submitting the resolution for airport improvements and approving the natural gas utility easement. Ayes all; Nays none; Motion carried.

12. PROPOSED HANGAR - STEVENS POINT AIRPORT

- Lease of Public Land
- Possible Upgrade of Fuel Storage

John Gardner reviewed the attached letter and noted the approximate location of the proposed hangar is indicated on the map. The proposed construction may force moving the underground storage fuel tanks. If it does, it would require relocation of the tanks and we would place them above ground. Staff recommends approval of the lease and for relocation of the fuel tanks if necessary.

Roger Grantham, Airport Manager, stated the ideal location for this hangar would be east of the terminal, but would probably not be legal because it is too close to the existing runway. The proposed site is the next most logical location for the hangar.

Bud Flood noted if the site to the east of the terminal building is off-limits, he doesn't have a problem with the proposed location. He thinks it should be explored.

John Gardner responded he would talk to the Engineering Dept. to make sure this location does not block off future expansion.

Kathy Dugan, 615 Sommers St., noted she lives under the flight path and is concerned with increased jet traffic. This is considered a residential area and additional jet traffic would decrease the quality of life in this area. The noise from these jets is so terrible she can't be outside. She asks the commission to consider the residential area.

Roger Granthum responded the new approaches for the Central Wisconsin Airport come right across here and jet traffic has increased because of that. The new jet is supposed to be much quieter.

Lois Feldman moved, seconded by Jeff Zabel, to recommend approval of the request to lease public land for a hangar and a possible upgrade of the underground fuel tanks if necessary. Ayes all; Nays none; Motion carried.

Meeting adjourned at 6:15 P.M.

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