

Meeting Minutes

REPORT OF CITY PLAN COMMISSION

Monday, December 3, 2001 - 4:00 P.M.

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

ALSO PRESENT: Comm. Dev. Dir. John Gardner; Po. Co. Planning Dir. Chuck Kell; Po. Co. Senior Planner Jeff Schuler; City Clerk Vicki Zdroik; Mayors Assis. Louis J. Molepske Jr.; Ald. Molski, Phillips, Moore, Sowieja, Barr, Nealis, Seiser and Sevenich; Peter & Paul Gerard; Jim Pankratz; Ron Hanson; Jim Guzman; Kyle Parrish; Ed Meier; Bob Gregorcich; Tim Semman; Bob Cyran; Eleanor Cyran; Reid Rocheleau; Chris Northwood; Peggy Brummund; Barbara Martin, Journal; Gene Kemmeter, Po. Co. Gazette

1. APPROVAL OF THE NOVEMBER 5, 2001 PLAN COMMISSION MINUTES

Elbert Rackow moved, seconded by Lois Feldman, to recommend approval of the November 5, 2001 minutes. Ayes all; Nays none; Motion carried.

2. ACCEPTANCE OF STREET RIGHT-OF-WAY - PO. CO. BUSINESS PARK

John Gardner recommended approval.

Chuck Kell distributed a certified survey map and stated this is the last piece of street and infrastructure that we have to do in the entire business park project to accommodate the development of the lots in the center of this block. The City Engineering Dept. is helping us with the designs and will be bid out for construction in the spring.

Bud Flood moved, seconded by Fred Steffen, to recommend acceptance of the street right-of-way for the Portage County Business Park. Ayes all; Nays none; Motion carried.

3. A. CONCEPT REVIEW - DEMENTIA REST HOME - NE CORNER BRILOWSKI ROAD & OLD HWY 18

B. ANNEXATION

C. TWO FAMILY ZONING

D. CONDITIONAL USE

E. AMEND "R-3" ZONING TO ALLOW REST HOMES AS A CONDITIONAL USE

Chairman Wescott noted we are looking at conceptual approval at this time. We are not going to formally vote on the annexation because the land is not in the city and no petition has been filed.

John Gardner stated the owners are not ready to annex, but the developers want a review by Plan Commission and Council before they purchase the property. County Planning has prepared a land use plan for the Town of Hull that includes this area as a mixed use of offices and higher density uses, but that plan has not been adopted by the Town. City staff would classify the proposed use as a rest home under conditional uses in **"R-4" Multiple Family I and that would be consistent with the county s plan. One discussion we had with the developer was what is the most appropriate zoning and what would happen to the property if it were ever converted.** If the property were developed as a rest home and later sold, it would probably be used as a CBRF which could also be a conditional use in Two Family Zoning. Staff recommends Two Family Zoning and change the ordinance to allow rest homes as a conditional use in Two Family Zoning. Two Family zoning would be consistent with the neighboring single family use and would not set a precedent for multifamily zoning south of Old Highway 18.

With regard to the site plan, the parking is consistent with the ordinance, except staff would recommend it be set back further to the west away from Schiller Drive. Also, the facades facing Schiller Drive and Brilowski Road should include windows and brick work and not be blank. The owners have agreed to these changes.

Overall, staff would recommend approval of the annexation, Two Family Zoning, the conditional use amendment, and the site plan with the changes as indicated.

Jeff Schuler questioned the height of the fence?

Ed Meier, Senior Solutions Inc., responded the fence height would be in the range of 6'-8' or whatever the ordinance requires. They have to insure the fence cannot be scaled.

Elbert Rackow moved, seconded by Fred Steffen, to recommend approval in concept of a dementia rest home at the northeast corner of Brilowski Road & Old Hwy. 18 contingent upon annexation. Ayes all; Nays none; Motion carried.

4. A. MULTIPLE FAMILY PROPOSAL - FORMER LULLABYE SITE

B. WHEDA TAX CREDIT REQUEST

C. AMEND "B-2" ZONING TO ALLOW RETAIL USES

Chairman Wescott noted the request today is not for site plan approval, but the developers are looking for endorsement and support of the tax credit request for WHEDA.

John Gardner reviewed the application process for WHEDA tax credits which is due the end of January. A decision on award is made later in April or May.

Peter Gerrard, Gerrard Development Corporation, stated the company was started by their father in the mid-1950's. He and his brother Paul are the second generation and have been active for about 12 years specializing in affordable housing for families and elderly. Their affordable housing projects create housing in income levels at 50-60% of the county median income. They are proposing a 4-story building with office space on the first floor and 48 living units (a mixture of one and two bedroom units) on floors 2-4 for ages 55 and older of moderate income. The rents would range from \$400-550. Pending City approval and tax credit approval, they would plan to begin the \$3 million construction project next September and it would take approximately 10 months to complete.

Paul Gerrard, business partner and brother of Peter, distributed elevation drawings and noted many communities across the mid-west want to revitalize their downtowns. Their concept of putting housing with office use in the downtown has been working extremely well in many communities.

Jim Pankratz, Yaggy Colby Associates, presented a slide presentation of the La Crosse development and described the treatments and materials

used. This proposed development would occupy the east one-half of this parcel with a total of 99 parking stalls, 65 stalls of surface parking and 34 stalls of under-building parking. This building would be constructed of masonry decorative concrete block and brick with the upper levels being stucco with detailing. The building will be situated more south toward Center Point Drive to be further from the residential properties to the north.

Elbert Rackow suggested a convenience grocery store as part of the development.

Jeff Schuler noted the slides of the La Crosse development showed brick and you are proposing stucco for this proposal. The brick looks much nicer.

Jim Pankratz responded that is something that they have to look at from a budgetary standpoint to make the numbers work. He noted they did find that the brick was more economical than the stucco on the La Crosse project and the same may be true here.

Ald. Nealis felt special crosswalks should be looked at across Center Point Drive.

John Gardner stated there has been a lot of discussion on how to improve the downtown. Additional housing, especially with first floor commercial use, is one of the concepts that came out of that process. The consultant hired by the city has indicated there should be room for expansion of the downtown and that there should be a combination of residential and commercial uses in this expansion area. The consultant also indicated the existing industrial zoning north of Center Point Drive be downzoned. This project would accomplish that.

Jim Guzman, adjacent property owner to the east, expressed concern with the setback between the proposed building and his existing building. His tenants would be looking out at a 4-story building approximately 10 feet away. That should be taken into consideration. The parking area shown from Center Point Drive back to Portage Street could become a street because it lines up with Meadow Street to the north and is a straight shot.

Ron Hanson, adjacent property owner to the east, noted the proposed building would also be 10' from his building. His building is 1' off the property line although he does not have any doors or windows to the west.

Fred Steffen moved, seconded by Lois Feldman, to support the tax credit application request for the affordable housing project contingent upon the developer and the city agreeing on a site plan. Ayes all; Nays none; Motion carried.

#### 5. TRINITY LUTHERAN CHURCH PARKING LOT LEASE - SUBLEASE PARKING LOT TO ASSOCIATED BANK

John Gardner noted the city facilitated the discussions between the church and the bank in 1986-87. Extension of this agreement will allow the city to lease 75 parking spaces. Associated Bank has agreed to sublease the spaces from the city with no net cost to the city. He recommended approval.

Lois Feldman moved, seconded by Fred Steffen, to recommend approval of the 5-year lease to Trinity Lutheran Church and the sublease to Associated Bank for 75 parking spaces. Ayes all; Nays none; Motion carried.

#### 6. TRADITIONAL NEIGHBORHOOD ZONING DISTRICT

John Gardner referred to a copy of a recommendation from Attorney Lehman. The State requires that all cities greater than 12,500 population adopt a Traditional Neighborhood Zoning District based upon a model developed by UW Extension. Att. Lehman recommends creating a "Traditional Neighborhood" District in the zoning ordinance and referencing the 28-page UW Extension text as a guide.

Fred Steffen moved, seconded by Elbert Rackow, to recommend approval of creating the Traditional Neighborhood Development Ordinance for the Zoning Code as recommended by Attorney Lehman. Ayes all; Nays none; Motion carried.

#### 7. REVIEW OF CONDITIONAL USE PERMITS:

A. 824 FREMONT STREET - HOME FOR UNWED TEENAGE MOTHERS

B. 100 GREEN AVENUE NORTH - ALZHEIMER S GROUP HOME

John Gardner noted the Police Dept. have not had any problems with either property and recommended approval.

Chairman Wescott recommended 2-year conditional use permits instead of for one year.

Bud Flood moved, seconded by Fred Steffen, to recommend approval of the Conditional Use Permits for 824 Fremont Street and 100 Green Avenue North for a period of two years to expire December 31, 2003. Ayes all; Nays none; Motion carried.

#### 8. LAND SALE - IVERSON PARK TRAFFIC ISLAND HWY 10 @ FRONTENAC AVE.

John Gardner reviewed his memo and noted the land in both locations is currently not used for active park use. He recommended approval of the land sale.

Fred Steffen moved, seconded by Jeff Zabel, to recommend approval of acquisition of land by DOT in Iverson Park east of the Plover River to create a turning lane, and land for realignment of the highway at Frontenac Ave. Ayes all; Nays none; Motion carried.

#### 9. COMPREHENSIVE PLAN UPDATE

Chairman Wescott noted a report from the Portage County Comprehensive Planning Joint Steering Committee has been distributed for commissioners to review.

Jeff Schuler stated County staff is in the process of trying to generate common issues from this report.

Meeting adjourned at 5:20 p.m.

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