AGENDA

CITY PLAN COMMISSION

Members

- Mayor Wiza
- Alderperson Kneebone
- Commissioner Arntsen
- Commissioner Cooper
- Commissioner Haines
- Commissioner Hoppe
- Commissioner Rice

Date and Time: May 3, 2021
6:00 PM

Location:

Zoom Teleconferencing

Meeting ID: 864 2437 5209 | Passcode: 726868

By Computer: https://us02web.zoom.us/j/86424375209?pwd=ZjZWYy90TUltZXZVQ3lpVmVyMzFUZz09

By Phone: **+1-312-626-6799**

Passcode: **726868**

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the April 5, 2021 meeting of the City Plan Commission.

3. Public Hearing and action on a request from the Portage County Health Care Center for a conditional use permit to construct an outdoor visitation area located at 825 Whiting Avenue (Parcel ID 281230805101103), consistent with Ch. 23.02(1)(d)(3)(h).

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

4. Public Hearing and action on a request from Doug Sutter, representing David Kriete, for a conditional use permit to perform interior and exterior renovations of an existing vehicle repair center located at 201 Green Avenue North (Parcel ID 281240827210003), consistent with Ch. 23.02(4)(e)(3.4)(1).

5. Public Hearing and action on a request from Ross Rettler, representing Kyle Kluck, for an extraterritorial final subdivision plat review for a proposed subdivision located at an unaddressed parcel (Parcel ID 020240812-10.09) in the Town of Hull.

6. Public Hearing and action on a request from Jim Anderson for a preliminary subdivision plat review for a proposed 39-lot subdivision located at 5498 Golla Road (Parcel ID 020240826-13.05) in the Town of Hull.

7. Public Hearing and action on a request from Mike Helmrick, representing Rydell Management Company, LLC, for a conditional use permit to construct a vehicle dealership located at 3707 Stanley Street (Parcel ID 281240827230019), consistent with Ch. 23.01(13)(f) and Ch. 23.02(4)(e)(3.4)(1).

8. Public Hearing and action on a request from Secure Fund, LLC to rezone the property at 209 Division Street (Parcel ID 281240829400203) from "B-4" Commercial to "PD" Planned Development.

9. Public Hearing and action on a request from Secure Fund, LLC for a conditional use permit to construct a mixed-use apartment building at 209 Division Street (Parcel ID 281240829400203), consistent with Ch. 23.02(2)(f).

10. Request from Secure Fund, LLC for a Site Plan Review to construct a mixed-use apartment building at 209 Division Street (Parcel ID 281240829400203), consistent with Ch. 23.02(2)(f)(5)(b) and Ch. 23.02(4)(b)(2)(1).

11. Request from Ken Lepak for a Utility Easement across the Schrader Connection in the Village of Whiting (Parcel ID 1913799).

12. Request from the City of Stevens Point for the acquisition of 325 Division Street (Parcel ID 281240829400210).

13. Discussion Only - Ordinance amending Chapter 23, Zoning Code, of the Revised Municipal Code of the City of Stevens Point relating to the operation of accessory dwelling and commercial units in the City of Stevens Point.

14. Community Development Department Annual Report for 2020.

15. Director's Report.

16. Adjourn

REPORT OF CITY PLAN COMMISSION

April 5, 2021 – 6:00 PM
Zoom Conference Call Meeting

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Cooper, Commissioner Haines, Commissioner Hoppe, Commissioner Rice, and Commissioner Arntsen.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Alderperson Fishler, Les Dobbe, Kyle Bretl, Krista Olson, Ross Rettler, Brittany Jochimsen, Todd Huspeni and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the March 1, 2021 meeting of the City Plan Commission.
3. Public Hearing and action on a request from the City of Stevens Point for a conditional use permit to construct a restroom facility at Iverson Park (4201 Main Street, Parcel ID 281240834200601), consistent with Ch. 23.02(1)(a)(3)(a).
4. Presentation, Public Hearing and action on a request from Lineage Logistics, LLC for a conditional use permit to allow for meat packing to occur at the premise of 5700 E M Copps Drive (Parcel ID 281230801120001), consistent with Ch. 23.02(3)(b)(3)(e).
5. Public Hearing and action on a request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to extend E M Copps Drive 100 feet to the east.
6. Public Hearing and action on a request from Kyle Bretl, representing the McDill Inland Lake Protection and Rehabilitation District, to dredge the northern portion of McDill Pond located at Parcel ID 281230803210005, consistent with Ch. 23.02(1)(a)(3)(e).
7. Public Hearing and action on a request from Ross Rettler, representing Kyle Kluck, for a preliminary extraterritorial subdivision plat review for a new subdivision (Two Sisters) located at an unaddressed parcel (Parcel ID 02024081210.09) in the Town of Hull.
8. Public Hearing and action on a request from the City of Stevens Point for a conditional use permit to construct access roads and associated parking spaces at the Stevens Point Municipal Airport (Parcel ID 281240823230001 & 281240823230002), consistent with Ch.23.02(1)(a)(3)(j).
9. Request from the City of Stevens Point for a fencing waiver to construct fencing along the perimeter of the Stevens Point Municipal Airport, consistent with Ch. 23.01(14)(g).
10. Request from DJ Rice Development, LLC to amend the plans for the Planned Development Zoning District, specifically to combine lots 7 & 8, 13 & 14, 15 & 16, 17 & 18 and 19 & 20 to allow for single family or zero lot line use, located on Washington Avenue and Fourth Avenue (Parcel ID's 281240830402416, 281240830402417, 281240830402422, 281240830402423, 281240830402424, 281240830402425, 281240830402426, 281240830402427, 281240830402428, 281240830402429).
11. Request from Jim Anderson for a conceptual subdivision plat review of a proposed 39lot subdivision to be located at 5498 Golla Road (Parcel ID 02024082613.05).

12. Discussion Only Ordinance amending Chapter 23, Zoning Code, of the Revised Municipal Code of the City of Stevens Point relating to the operation of accessory dwelling and commercial units in the City of Stevens Point.
13. Director's Report
14. Adjourn

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1. Roll call.

   Present: Wiza, Kneebone, Cooper, Rice, Haines, Hoppe, Arntsen

Discussion and possible action on the following:

2. Report of the March 1, 2021 meeting of the City Plan Commission.

   Motion by Commissioner Cooper to approve the report of the March 1, 2021 Plan Commission meeting; seconded by Commissioner Arntsen.

   Motion carried 7-0.

3. Public Hearing and action on a request from the City of Stevens Point for a conditional use permit to construct a restroom facility at Iverson Park (4201 Main Street, Parcel ID 281240834200601), consistent with Ch. 23.02(1)(a)(3)(a).

   Director Kernosky reviewed the request to construct a new restroom facility at Iverson Park. The project was anticipated to begin in the summer or fall of 2021. After reviewing the project details and site overview, staff recommended approval for the request.

   Mayor Wiza declared the public hearing open.

   Alderperson Nebel (District Three) inquired on whether the finance for the project had been included within the year, to which Mayor Wiza stated that it had.

   Mayor Wiza declared the public hearing closed.

   Motion by Alderperson Kneebone to approve the request from the City of Stevens Point for a conditional use permit to construct a restroom facility at Iverson Park (4201 Main Street, Parcel ID 281240834200601), consistent with Ch. 23.02(1)(a)(3)(a) with the following:

   1. **The applicant shall obtain all applicable stormwater approvals, subject to the review and approval of the Utilities Department meeting applicable stormwater requirements.**
   2. **All building and razing permits shall be applied for and obtained prior to the start of construction.**
   3. **Staff shall have the ability to approve minor amendments to the site plan.**

   seconded by Commissioner Hoppe

   Motion carried 7-0.

4. Presentation, Public Hearing and action on a request from Lineage Logistics, LLC for a conditional use permit to allow for meat packing to occur at the premise of 5700 E M Copps Drive (Parcel ID 281230801120001), consistent with Ch. 23.02(3)(b)(3)(e).

   Director Kernosky explained that the item was back on the agenda due to a pervious administrative error as it had not been properly notified to the public. While no significant changes had occurred from previous information provided, the Director reiterated that no slaughtering of animals would occur on site, nor the housing of any livestock. An additional condition would be added to the list of staff recommendations to reflect this.

Les Dobbe, with Lineage Logistics, provided a summary on USDA's requirements for food safety and traceability.

Commissioners had the following comments:

1. Inquiry on wastewater sampling regarding meat processing.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Director Lemke stated that staff had determined that there was not a big enough concern to require a sampling station at the time, however an area had been set aside if they moved to require it in the future.

Motion by Cooper to approve the request from Lineage Logistics, LLC for a conditional use permit to allow for meat packing to occur at the premise of 5700 E M Copps Drive (Parcel ID 281230801120001), consistent with Ch. 23.02(3)(b)(3)(e) with the following:

1. **There shall be no keeping of livestock or slaughtering within the property.**
2. **A sampling manhole shall be constructed near the EM Copps Drive Right of Way for wastewater sampling of the packaging processing plant, subject to the review and approval of Utilities Department staff meeting applicable wastewater standards.**
3. **The applicant shall enter into a revocable occupancy easement agreement to allow stormwater management facilities to be located in the E M Copps Drive Right-of-Way.**
4. **Occupancy standards shall be met for the proposed packaging processing plan, subject to the review and administration of the Building Inspections Division of the Community Development Department meeting applicable Commercial Building Code requirements.**
5. **Building permits shall be applied for and approved prior to commencement of construction.**
6. **Staff shall have the authority to approve minor changes to the site plan.**

seconded by Arntsen.

Motion carried 7-0.

5. Public Hearing and action on a request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to extend E M Copps Drive 100 feet to the east.

Director Kernosky noted that the item had been previously discussed, and the amendment was more a formality as part of a previous sale for Lineage's fourth and fifth expansions.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Hoppe to approve the request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to extend E M Copps Drive 100 feet to the east.

seconded by Commissioner Haines.

Motion carried 7-0.

6. Public Hearing and action on a request from Kyle Bretl, representing the McDill Inland Lake Protection and Rehabilitation District, to dredge the northern portion of McDill Pond located at Parcel ID 281230803210005, consistent with Ch. 23.02(1)(a)(3)(e).

Associate Planner/Zoning Administrator Kuhn explained that the Wisconsin DNR had already reviewed the proposal by the applicant to dredge the northern end of McDill Pond between the Plover River Channel and the silt trap located directly to the south of the Patch Street Bridge, of which they had also authorized the dredging of 90,000 cubic yards of sediment. Additionally, a soil stockpile area would be located on the

subject property, in addition to all equipment needed. The work was anticipated to occur between May 15, 2022 and September 30, 2022. After a timeline overview, staff recommended approval of the request with conditions outlined within the staff report.

Commissioners had the following comments:

1. Inquiry on whether the disc golf area would be disrupted, to which staff stated that the current plan was not to, however a condition added would be for the applicant to produce a more detailed schedule in order to better coordinate with the Park's Department.
2. Inquired on the downstream effects of the dredging operation.
3. Inquired on specifics regarding the soil piles and erosion control.
    a. Kyle Bretl, with GEI, provided a detailed overview of the dredging operations and permit requirements by the DNR, noting that there were no concerns with either the soil stock pile or downstream effects.
    b. Krista Olson, with GEI, also added that they were working with local excavating contractors to refuse the soil and sand for local residential projects.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Alderperson Fishler (District Ten) stated that no comments of opposition for the request had been received.

Motion by Commissioner Hoppe to approve the request from Kyle Bretl, representing the McDill Inland Lake Protection and Rehabilitation District, to dredge the northern portion of McDill Pond located at Parcel ID 281230803210005, consistent with Ch. 23.02(1)(a)(3)(e) with the following:

1. **An erosion control permit prior to project initiation, subject to the review and approval of Utilities Department staff meeting applicable erosion control guidelines.**
2. **A safety control plan (signage, barriers to the storage site, public information announcements, etc.) is submitted to the Stevens Point Parks, Recreation and Forestry Department prior to project initiation for review and approval.**
3. **The McDill Lake District performs complete restoration of the parcel upon completion of the project to its original condition.**
4. **Dredging operations shall not prevent, interfere or otherwise obstruct disc golf play or the Isaac Walton League Jamboree, unless otherwise approved by the Parks and Recreation Department.**
5. **A complete project schedule shall be provided to City staff prior to the start of any work.**
6. **All harvester equipment shall be removed from the subject property during winter months when harvesting operations are not active.**
7. **All equipment on the subject property shall be stored in a utility trailer or motorized vehicle when not in use.**
8. **All vehicles and trailers shall be stored where identified on the site plan when not in use.**
9. **A fencing plan shall be submitted to Community Development staff for review and approval, meeting applicable Zoning Code requirements.**
10. **A zoning permit shall be obtained prior to the start of any work occurring.**
11. **All dredged material must be removed from the subject property when dried (not to exceed three months) by the selected contractor.**
12. **Silt fencing shall be installed around the storage of dredged material.**
13. **Staff shall have the authority to approve minor changes to the site plan.**

seconded by Commissioner Arntsen.
Motion carried 7-0.

7. Public Hearing and action on a request from Ross Rettler, representing Kyle Kluck, for a preliminary extraterritorial subdivision plat review for a new subdivision (Two Sisters) located at an unaddressed parcel (Parcel ID 02024081210.09) in the Town of Hull.

   Director Kernosky recalled a previous conceptual review of the Two Sisters subdivision of which 10 residential lots were proposed. The subject property was within the City's extraterrestrial review boundary, with the Town of Hull reviewing and approving the request in 2020, and Portage County Planning Committee reviewing and approving the request earlier in the year. After reviewing the preliminary subdivision plat, staff recommended approval as presented.

   Director Lemke with the Utility Department, after review, did not have concerns with the subdivision as presented.

   Mayor Wiza declared the public hearing open.

   Alderperson Jennings (District One) inquired on whether basements were included, and what the ground water level was.

   Mayor Wiza declared the public hearing closed.

   Ross Rettler, representing the applicant, noted that while geotechnical investigations had not yet been performed, the proposed homes were planned to have basements.

   Alderperson Morrow (District Eleven) noted previous Wellhead concerns from the Water Department, and asked why those concerns were no longer had, to which Director Lemke explained that while it was the same developer, the properties were different. The current property was not near a City wellhead.

   Alderperson Morrow (District Eleven) asked why the lots were under 2 acres when it had been a lot size minimum requirement for the Town of Hull in previous subdivisions, to which staff noted that the developer had acquired a variance from Portage County for the subdivision in reducing the total lot size minimum.

   Commissioner Rice inquired on why a 20-foot easement was being considered versus a 66-foot right-of-way. This was followed by a back-and-forth discussion between the applicant, commissioners, and the Community Development Director, to which staff ultimately stated that providing the right-of-way now would protect future development patterns and recommended that it be applied as a condition of approval.

   Motion by Commissioner Artnsen to approve the request from Ross Rettler, representing Kyle Kluck, for a preliminary extraterritorial subdivision plat review for a new subdivision (Two Sisters) located at an unaddressed parcel (Parcel ID 02024081210.09) in the Town of Hull with the following:
   1. **A 66' right-of-way must be introduced into the plat.**

   seconded by Commissioner Cooper
   Motion carried 7-0.

8. Public Hearing and action on a request from the City of Stevens Point for a conditional use permit to construct access roads and associated parking spaces at the Stevens Point Municipal Airport (Parcel ID 281240823230001 & 281240823230002), consistent with Ch.23.02(1)(a)(3)(j).

   Associate Planner/Zoning Administrator Kuhn reviewed the request to construct access roads and associated parking spaces at the Stevens Point Municipal Airport as part of a larger project to install perimeter fencing along the airport property. The goal would be to deter deer and other wildlife from entering the airfield. In order to install the perimeter fencing, several community assets would be impacted, thus triggering a conditional use permit for relocating portions of the Green Circle Trail and installing a parking love near the Izaak Walton League driveway.

Commissioners made the following comments:

1. Inquiry as to how the limits of the fencing were determined, and whether it could be minimized, to which staff noted that the border was not under the purview of the Plan Commission. Director Lemke provided a summary of how the boundary was determined.

Mayor Wiza declared the public hearing open.

Alderperson Nebel (District Three) noted concerns for cost for the overall project.

Brittany Jochimsen, with the Izaak Walton League, inquired on their responsibility with the project.

Mayor Wiza declared the public hearing closed.

Director Lemke noted that 95% of the project costs were being covered by state and federal funds, with a small local share being involved. No undue expense would be transferred to the Izaak Walton League driveway. The Director asked Ms. Jochimsen to connect with them regarding the plans.

Motion by Commissioner Arntsen to approve the request from the City of Stevens Point for a conditional use permit to construct access roads and associated parking spaces at the Stevens Point Municipal Airport (Parcel ID 281240823230001 & 281240823230002), consistent with Ch.23.02(1)(a)(3)(j) with the following:

1. **An erosion control permit shall be obtained, subject to the review and approval of the Utilities Department meeting applicable erosion control guidelines.**
2. **A sign permit shall be obtained for proposed signage near the parking lot, subject to the review and approval of Community Development staff meeting applicable Sign Code requirements.**
3. **The applicant shall obtain proper approvals for the relocation of the Green Circle Trail and the Izaak Walton League driveway.**
4. **A 20' setback shall exist between the parking lot and Highway 66.**
5. **A turnaround area shall be provided on the southwestern side of the proposed parking lot to provide an adequate turnaround radius, subject to the review and approval of Community Development staff.**
6. **Building and zoning permits shall be obtained prior to the start of construction.**
7. **Staff shall have the ability to approve minor changes to the site plan.**

seconded by Alderperson Kneebone

Motion carried 7-0.

9. Request from the City of Stevens Point for a fencing waiver to construct fencing along the perimeter of the Stevens Point Municipal Airport, consistent with Ch. 23.01(14)(g).

Director Kernosky had nothing to add, noting that the Public Hearing was included as part of Agenda Item 8.

Mayor Wiza declared the public hearing open.

Todd Huspeni, representing residents along East Maria Dive, after speaking with Director Lemke the previous week, asked that previously submitted testimony and comments be withdrawn.

Mayor Wiza declared the public hearing closed.

Alderperson Kneebone asked if barred wire fencing along the top was necessary whereas the fence's height could be extended. Mayor Wiza noted that the material was more so to be in compliance with Homeland Security guidelines. Director Lemke mirrored that statement.

Motion by Alderperson Kneebone to approve the from the City of Stevens Point for a fencing waiver to construct fencing along the perimeter of the Stevens Point Municipal Airport, consistent with Ch. 23.01(14)(g) with the following:

1. **Proposed fencing shall meet applicable clearview requirements.**
2. **A permit shall be obtained prior to the installation of fencing.**
3. **Staff shall have the ability to approve minor changes to the site plan.**

seconded by Commissioner Cooper.

Motion carried 7-0.

10. Request from DJ Rice Development, LLC to amend the plans for the Planned Development Zoning District, specifically to combine lots 7 & 8, 13 & 14, 15 & 16, 17 & 18 and 19 & 20 to allow for single family or zero lot line use, located on Washington Avenue and Fourth Avenue (Parcel ID's 281240830402416, 281240830402417, 281240830402422, 281240830402423, 281240830402424, 281240830402425, 281240830402426, 281240830402427, 281240830402428, 281240830402429).

    Director Kernosky summarized the request to amend the plans for the Planned Development Zoning District, specifically to combine lots 7 & 8, 13 & 14, 15 & 16, 17 & 18 and 19 & 20 to allow for single family or zero lot line use, located on Washington Avenue and Fourth Avenue.

    Commissioner Rice recused himself from the item.

    Motion by Alderperson Kneebone to approve the from DJ Rice Development, LLC to amend the plans for the Planned Development Zoning District, specifically to combine lots 7 & 8, 13 & 14, 15 & 16, 17 & 18 and 19 & 20 to allow for single family or zero lot line use, located on Washington Avenue and Fourth Avenue (Parcel ID's 281240830402416, 281240830402417, 281240830402422, 281240830402423, 281240830402424, 281240830402425, 281240830402426, 281240830402427, 281240830402428, 281240830402429) with the following:

    1. **The applicant shall combine lots 7 & 8, 13 & 14, 15 & 16, 17 & 18, and 19 & 20 by producing a certified survey map that is reviewed and approved by Community Development Department staff.**
    2. **The development agreement shall be amended to reflect the request, obtaining approvals from the Finance Committee and Common Council.**

    seconded by Commissioner Haines.

    Motion carried 6-0.

11. Request from Jim Anderson for a conceptual subdivision plat review of a proposed 39 lot subdivision to be located at 5498 Golla Road (Parcel ID 02024082613.05).

    There was a discussion relating to a conceptual subdivision plat review of a proposed 39 lot subdivision to be located at 5498 Golla Road. While feedback was collected, no action was taken.

12. Discussion Only Ordinance amending Chapter 23, Zoning Code, of the Revised Municipal Code of the City of Stevens Point relating to the operation of accessory dwelling and commercial units in the City of Stevens Point.

    There was a discussion relating to amending Chapter 23, the City's Zoning Code, specifically regarding the operation of accessory dwelling and commercial units within the City. While feedback was collected, no action was taken.

13. Director's Report

    Director Kernosky noted that his memorandum had been included in the Agenda Packet. It contained:

    a. Developmental Updates

    b. Special Project Updates

c. Public Policy Updates

d. Economic Development Updates

14. Adjourn.

Meeting adjourned at 7:56 PM.

A recording of this meeting can be viewed/heard at: https://stevenspoint.com/365/AgendasMinutesVideos

Administrative Staff Report

Construct Outdoor Visitation Area

Portage County Health Care Center
825 Whiting Avenue
May 3, 2021

Department of Community Development

Applicant(s):

- Portage County Health Care Center

Staff:

- Ryan Kernosky, Director rkernosky@stevenspoint.com
- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 281230805101103

Zone(s):

- "R-2" Single Family Residential

Master Plan:

- Institutional

Council District:

- District 10 | Ald. Fishler

Lot Information:

- Frontage: 1,385 ft.
- Depth: 1,135 ft.
- Lot Size: 701,011 sq. ft. (16.093 ac.)

Current Use:

- Nursing Home

Applicable Regulations:

- 23.02 (1)(d)(3)(h)

Request

1. Public Hearing and action on a request from the Portage County Health Care Center for a conditional use permit to construct an outdoor visitation area at 825 Whiting Avenue (Parcel ID 281230805101103), consistent with Ch. 23.02(1)(d)(3)(h).

Attachment(s)

1. Application
2. Plans

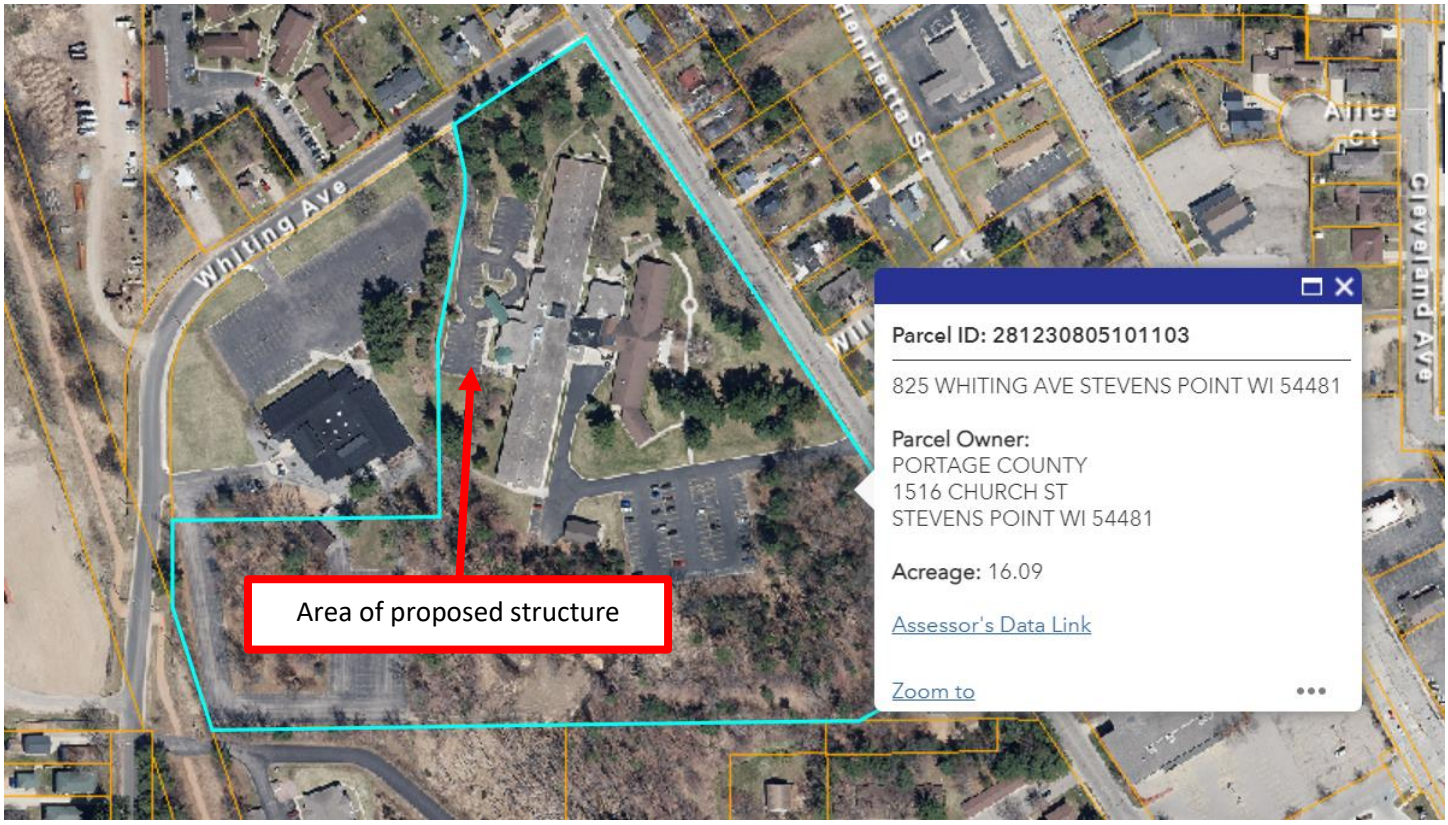
Findings of Fact

1. The applicant is seeking to construct an outdoor visitation area at the Portage County Health Care Center.
2. The Wisconsin Department of Health Services recently adopted an order requiring all nursing homes to provide an outdoor visitation area for its residents and families.
3. The proposed outdoor visitation area is 320 sq ft and is proposed to be located on the southeast corner of the parking lot off of Whiting Avenue.
4. The subject property is zoned "R-2" Single Family Residential.
5. While County-operated nursing homes are not a stated use within the Zoning Code, its closest comparable use, municipal nursing homes, are a conditional use in the R-2 District.
6. The Plan Commission and Common Council may attach additional conditions on this request.

Staff Recommendation

1. The proposed structure shall meet accessibility and anchoring requirements as outlined within the Commercial Building Code.
2. All building permits shall be applied for and obtained prior to the start of construction.
3. Staff shall have the ability to approve minor amendments to the site plan.

Vicinity Map



Background

The Portage County Health Care Center is requesting to construct a 320 sq ft outdoor visitation center within the parking lot off of Whiting Avenue. Recently, the Wisconsin Department of Health Services issued a mandate requiring all nursing homes to provide an outdoor visitation center in an effort to provide outdoor visitation areas during the ongoing COVID-19 pandemic. The Portage County Health Care Center currently does not have an outdoor visitation area.

Within the City's Zoning Code, County-operated nursing homes are not explicitly defined. However, as defined in Chapter 23.01(15)(c)(5), land uses not stated shall be subject to the same requirements "for the listed use deemed most similar to the proposed use by the Administrator." As municipal nursing homes are defined as a conditional use within the "R-2" Single-Family Residence District, the proposal to construct an outdoor visitation area represents an expansion of a use that can be conditionally approved. The aforementioned request is described here:

Ch. 23.02(1)(d)

(3) Conditional Uses.

(h) Municipal Nursing Homes

The request has been examined relative to the fourteen standards of review for a conditional use permit. An examination of each standard is described below.

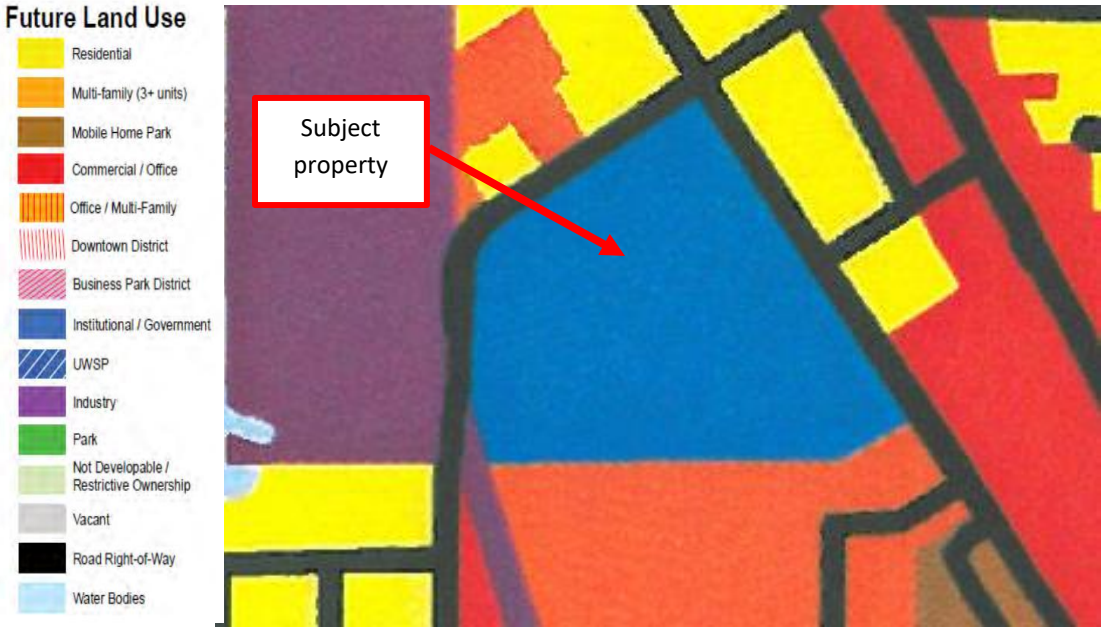
Standards of Review – Conditional Use

1. **The establishment, maintenance, or operation of the use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.**

   Analysis: The lot is currently utilized as a nursing home. The proposal is to construct an outdoor visitation area within the parking lot off of Whiting Avenue.

   Findings: While nursing homes are considered a more intense land use, staff does not believe that the proposed conditional use permit will be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. Given that the proposed structure is only 320 sq ft in size and located near the nursing home entrance, it is unlikely to pose a negative impact on nursing home residents and their families. In fact, providing an outdoor visitation area during an ongoing pandemic arguably increases the safety of all persons residing and visiting the facility.

2. **The use will not be injurious to the use and for the purpose already permitted, nor substantially diminish and impair property values.**

   Analysis: Institutional uses exist to the south and west of the subject property, with residential uses located along Water Street.

   Findings: As the Portage County Health Care Center is located within an area housing institutional uses for several years, the proposed outdoor visitation area is compatible with the nursing home use of the property and thus meets this standard of review.

3. **The establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.**

   Analysis: The respective area is in an established and developed area of the City and has been utilized as a nursing home for several years.

   Findings: See standards one and two above. All adjoining parcels are zoned for either residential or conservancy use. Similarly, adjoining parcels are designated for either residential, park or institutional use within the City's Future Land Use Map. Given that the parcel is located in a long-standing institutional area, staff believes that the adjoining residential and park uses would not be negatively impacted by the proposed outdoor visitation area.

4. **The exterior architectural appeal and function plan of any proposed structure will not be in variance with either the exterior architectural appeal and function plan, and scale of the structures already constructed or in the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood.**

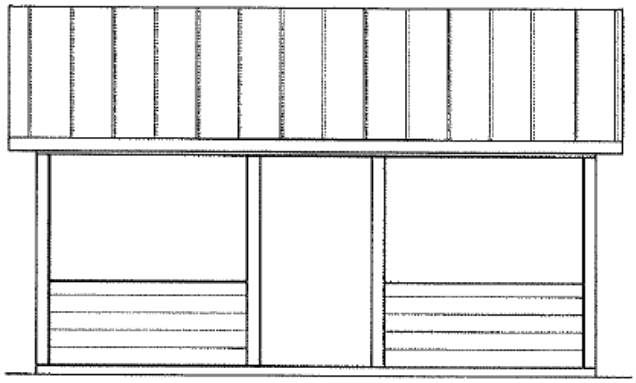
   Analysis: The exterior architectural composition of the proposed outdoor visitation area is to be complementary with the architectural style of the Portage County Health Care Center. The structure is proposed to emulate the architectural appeal of public gazebos.

   Findings: This standard is met.

5. **Adequate utilities, access roads, drainage and/or facilities have been, or are being, provided.**

   Analysis: Utility infrastructure exists off of Water Street and Whiting Avenue that supports the Portage County Health Care Center. Please note that additional utility infrastructure is not needed to accommodate this request. Access to the outdoor visitation center is by lieu of an existing driveway off of Whiting Avenue. Another access road, off of Water Street, exists to support the nursing home. Lastly, given the size of the structure proposed, it is unlikely to result in drainage concerns as it will be located on an existing impervious surface (i.e., three parking stalls).

   Findings: This standard is met.



FRONT ELEVATION

SCALE : 1/4" = 1'-0"

6. **Adequate measures have been, or will be taken, to provide ingress and egress so designed to minimize traffic congestion in the public streets.**

   Analysis: The respective area is in an established area of the City with appropriate vehicular and pedestrian access off of Whiting Avenue and Water Street. Access to the outdoor visitation area is off of an existing access road connected to Whiting Avenue.

   Findings: Based on the size of the structure proposed, along with its intended use for nursing home visitation purposes, staff believes that the proposed structure would not hinder existing ingress/egress locations within the Portage County Health Care Center.

7. **The proposed use is not contrary to the objectives of any duly adopted land use plan for the City of Stevens Point, any of its components, and/or its environs.**

   Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property for institutional uses. The subject property is zoned "R-2" Single Family Residential. While residential uses are commonly located within lots zoned R-2, institutional uses are also permitted and conditional approved in the R-2 District. According to the City's Zoning Code, the "R-2" Single-Family Residence District is established "to provide the population density and used primarily for single family living, which is expected to accommodate the

numerous residential developments already at the density of this district, and this district would accommodate other housing not on City sewer. This district is to be located consistent with the City's Comprehensive Plan."

Findings: The proposed use meets the intent of the "R-2" District as institutional uses are either permitted by right or conditionally approved within the R-2 District and the City's lower-intensity residential zoning districts.

8. **The use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Plan Commission.**

   Analysis: The conditional use permit is seeking to construct an outdoor visitation area within the Portage County Health Care Center.

   Findings: The regulations within the "R-2" Single-Family Residence District are met provided that the conditions applied to this report are met and the conditional use permit is allowed.

9. **The proposal will not result in result in an over-concentration of high density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective systems of the community.**

   Analysis: N/A

   Findings: N/A

10. **Principal – Applications for exclusive multi-family residential uses: The view from the street should maintain a residential character. The view should not be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.**

    Analysis: N/A

    Findings: N/A

11. **Access to the site shall be safe.**

    Analysis: Vehicular, pedestrian and bicycle access to the Portage County Health Care Center is off of Water Street and Whiting Avenue. Access to the proposed outdoor visitation area is off of an access road suitable for vehicle, bicycle and pedestrian use.

    Findings: This standard is met.

12. **There shall be adequate utilities to serve the site.**

    a. **The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

       Analysis: Existing utility infrastructure is not needed to support the proposed structure. Based on the existing parking lot configuration and the structure's proposed location, safety and access for safety vehicles are met with this request.

Findings: This standard is met.

13. **The privacy of the neighboring development and the proposed development shall be maintained as much as practical. Guidelines:**

    a. **Mechanical equipment including refuse storage shall be screened from neighboring properties.**

       Analysis: Mechanical equipment is not proposed as part of this request.

       Findings: This standard is met.

    b. **Lighting shall be located to minimize intrusion onto neighboring properties.**

       Analysis: No additional lighting is proposed within or around the proposed structure.

       Findings: This standard is met.

    c. **Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

       Analysis: The use will be operating within the confines of the property.

       Findings: The use should not create excessive noise.

14. **Principal – Applications for exclusive multi-family residential uses. Landscaping shall be provided or existing landscape elements shall be preserved to maintain a sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.**

    Analysis: N/A

    Findings: N/A

Based on the findings above, staff would recommend approval of the conditional use permit with the conditions outlined on page one. Please keep in mind that recent State legislation has placed limitations on local jurisdictions regarding the denial of conditional use permits. Conditional use permits shall be reviewed by a means to permit a use under certain conditions applied to the use or property. For example, if a concern is raised regarding to a standard above, a condition can be applied to the permit to address the concern and grant the permit.

Photos

4/29/21

To whom it may concern:

Portage County Health Care Center would like to construct an outside visitation shelter building. This would be an open-air gazebo type shelter. Wisconsin Department of Health Services (DHS) has required skilled nursing facilities to provide a safe, comfortable and secure area where all personal protective equipment (PPE) and safe distancing and other infection control mandates can be met. PCHCC structure is antiquated for HVAC services and with the warmer weather approaching, this is an immediate and emergent need. This building would allow for compliance with infection control, ADA requirements, durable, safe and weather conducive environment. Outdoor visitation is preferred because they generally pose a lower risk of transmission due to increased space and airflow. The outdoor visitation area will provide a person-centered approach to resident care needs and psychosocial health of our residents.

Thank you for reviewing our building request.

Sincerely,

Marcia McDonald, NHA

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications if Any				Assigned Case Manager			
Pre-Application Conference Date				Conditional Use Permit Request	Use ☐ Amend ☐		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Portage County Health Care Center	Contact Name	Todd J Neuenfeldt
Address	825 Whiting Ave	Address	1462 Strongs Ave
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Stevens Point, 54481
Telephone	715-346-1598	Telephone	715-346-1396
Fax		Fax	
Email	neuenfet@co.portage.wi.us	Email	neuenfet@co.portage.wi.us

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name		Owner's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]

Parcel 1	Parcel 2	Parcel 3

Legal Description of Subject Property

Designated Future Land Use Category	Current Use of Property
	Health Care Center

Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

Portage County will be constructing an outdoor visitation area in the West Parking lot. Department of Health Services is requiring all Nursing Homes to provide for outdoor visitation areas for residents and their families. Work is scheduled to begin as soon as the permits are issued (mid-May) and will be completed (mid June) as quickly as possible. This outdoor visitation area will be constructed with a roof similar to the existing carport with 3 foot high side walls and no windows or doors.
See attached drawings.

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)

Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)

Current Zoning Surrounding Subject Property			
North:		South:	
East:		West:	
Current Land Use Surrounding Subject Property			
North:		South:	
East:		West:	

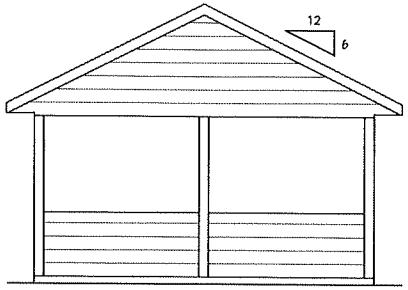
EXHIBITS

Owner Information Sheet	☐	Additional Exhibits If Any:
Letter to District Alderperson	☐	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☐	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (including any equivalent alternative landscaping requests)	☐	
Stormwater Plan	☐	
Outdoor Lighting Plan (location of fixtures, illumination levels)	☐	

CERTIFICATION AND SIGNATURE

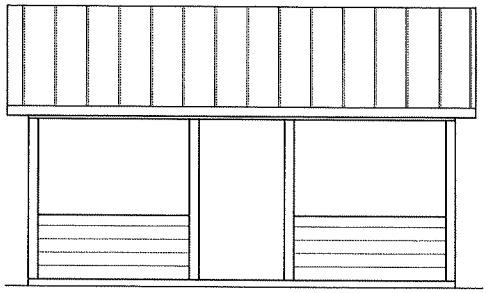
By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
Todd J Neuenfeldt	4-8-2021		



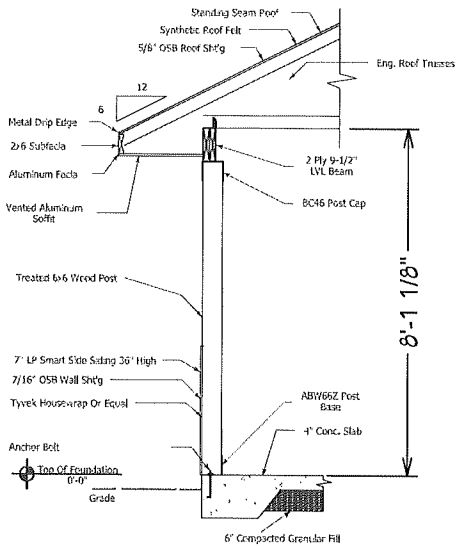
LEFT ELEVATION

SCALE : 1/4" = 1'-0"



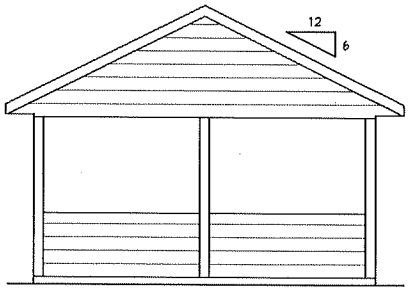
FRONT ELEVATION

SCALE : 1/4" = 1'-0"



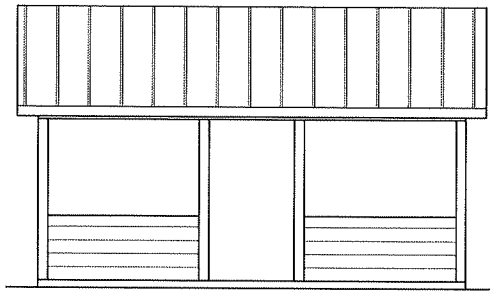
X/X Typical Wall Section

Scale: 1/2" = 1'-0"



RIGHT ELEVATION

SCALE : 1/4" = 1'-0"



REAR ELEVATION

SCALE : 1/4" = 1'-0"

These drawings have been prepared to meet professional standards and practices. However, local variations may require changes. Likewise building code requirements vary with location and change from time to time. Before starting construction, the builder must review and be responsible for all details and dimensions and insure that these plans meet all current government requirements in your area.

TORBORGS

TORBORGS WAUPACA LUMBER

HOME SHOWCASE CENTER

1682 FOND DU LAC STREET WAUPACA, WI 54981

DRAWN BY DAVE B

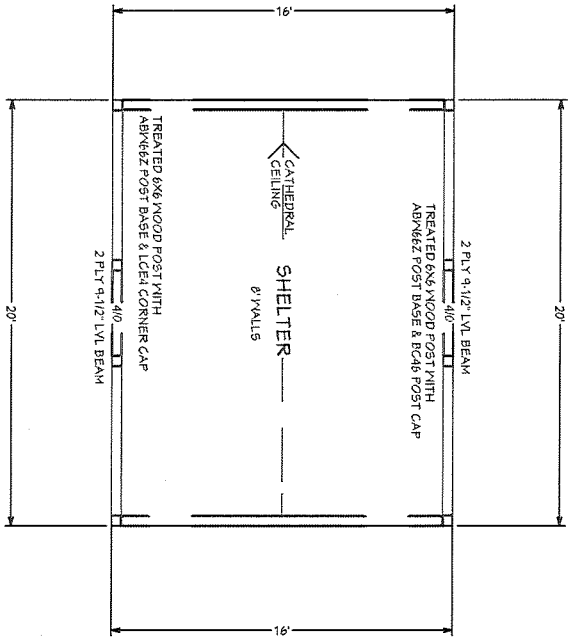
ABILITY BUILDERS

PORTAGE COUNTY NURSING HOME

DATE 05/25/21

REV. 05/24/21

1 OF 2



DATE 03/23/21 REV. 03/24/21	DRAWN BY DAVE B	TORBORGS	These drawings have been prepared to meet professional standards and practices. However, local variations may require changes. Likewise building code requirements vary with location and change from time to time. Before starting construction, the builder must review and be responsible for all details and dimensions and insure that these plans meet all current government requirements in your area.
2 OF 2	ABILITY BUILDERS PORTAGE COUNTY NURSING HOME	TORBORGS WAUPACA LUMBER HOME SHOWCASE CENTER 1682 ROYALTON STREET WAUPACA, WI 54981	

Sign in
825 Whiting A
Stevens Poin
Portage County
Health Care Center
Fenced
Visitation
Area
Layers
Google
Kay Deanna D

Administrative Staff Report

Renovate an Existing Vehicle Repair Center

Kriete Truck Center
201 Green Avenue North
May 3, 2021

Department of Community Development

Applicant(s):

- Doug Sutter, representing David Kriete

Staff:

- Ryan Kernosky, Director rkernosky@stevenspoint.com
- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 281240827210003

Zone(s):

- "B-4" Commercial District

Master Plan:

- Commercial/Office/Multi-Family

Council District:

- District 8 | Ald. Leek

Lot Information:

- Frontage: 385 ft.
- Depth: 262 ft.
- Lot Size: 194,262 sq. ft. (4.460 ac.)

Current Use:

- Vehicle repair

Applicable Regulations:

- 23.02 (4)(e)(3.4)(1)

Request

1. Public Hearing and action on a request from Doug Sutter, representing David Kriete, for a conditional use permit to permit interior and exterior renovations of an existing vehicle repair center located at 201 Green Avenue North (Parcel ID 281240827210003), consistent with Ch. 23.02(4)(e)(3.4)(1)

Attachment(s)

1. Application
2. Plans

Findings of Fact

1. The applicant is requesting a conditional use permit to perform interior and exterior improvements to an existing vehicle repair center.
2. The interior improvements include the demolition of interior walls and the installation of four new overhead doors to accommodate an expanded vehicle repair area.
3. An additional sanitary sewer connection is requested off of Green Avenue North for the vehicle repair area.
4. Exterior improvements include the expansion of an existing driveway to connect two of the proposed overhead doors.
5. The property is zoned "B-4" Commercial and is located within the Wellhead Protection Overlay District B.
6. Vehicle repair service is a permitted use within the B-4 District. However, it is a conditional use within the City's wellhead protection districts.
7. The Plan Commission and Common Council may attach additional conditions onto this request.

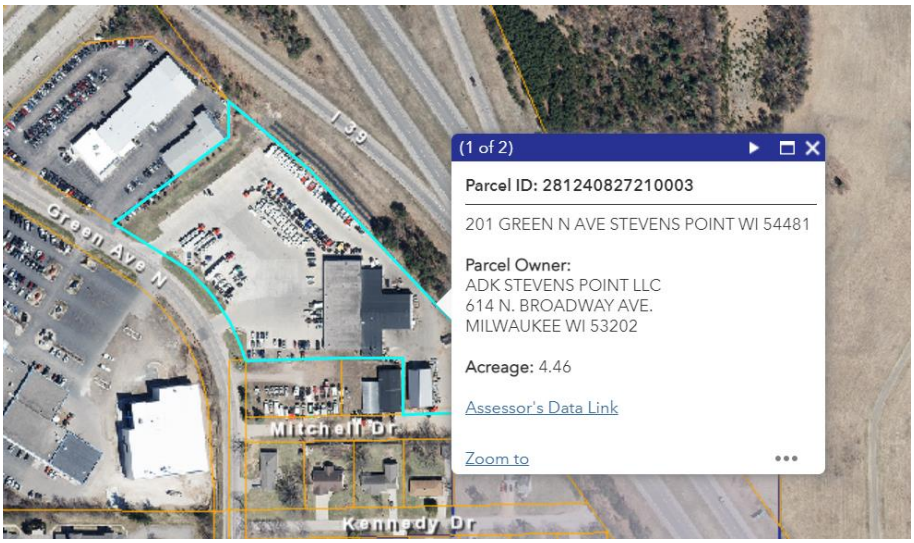
Staff Recommendation

Approve the conditional use permit to allow for interior and exterior renovations of an existing vehicle repair center located at 201 Green Avenue North, subject to the following conditions:

1. Catch basins shall be installed around every fill point to catch product that may drip during the transfer process.
2. No underground tanks shall be installed.
3. The storage of all chemicals on site shall occur within a 100% containment area such as a concrete curb basin or tub to provide a second/third containment measure against leaks or spills.

	4. Cracks and joints that open on dispensing areas or catch basins, if any, shall be filled and fixed immediately to avoid the infiltration of hazardous chemicals. 5. A spill prevention, control and countermeasure plan shall be in place prior to the operation of the facility and shall be submitted to the Department of Public Utilities for filing and enforcement. 6. The City reserves the right to establish new conditions for the purpose of protecting the groundwater supply. The Community Development Department and Public Utilities Department shall be notified if changes occur to chemicals, quantities, storage or service at the facility or on the property. 7. All costs associated with the conditions within the resolution shall be at the expense of the operator and/or owner. All required reports relating to sampling, analysis and/or testing shall be provided to the City upon completion of such sampling, analysis and/or testing. 8. If any equal or superior alternative exists over any of the conditions, as determined by the Director of Public Utilities and the Director of Community Development, City staff shall have the ability to modify such condition(s). 9. The proposed driveway expansion shall be hard surfaced, subject to the review and approval of Community Development staff meeting applicable driveway requirements. 10. A joint access agreement shall be signed into between the subject property, 245 Green Avenue North and 4026 Mitchell Drive or the properties should be combined through a Certified Survey Map. 11. The proposed driveway expansion and sewer connection shall be reviewed and approved by the Utilities Department meeting applicable stormwater requirements. 12. Building permits shall be applied for and obtained prior to the start of construction. 13. Staff shall have the ability to approve minor amendments to the site plan.

Vicinity Map



Background

The applicant is requesting a conditional use permit to perform interior and exterior improvements at Kriete Truck Center, located at 201 Green Avenue North. The current use of the property is for vehicle repair service. As shown within the attached demolition plans, interior renovations include the removal of an existing wall, restroom facilities and stairwell to accommodate in increased vehicle repair service within the building. Please note that the building itself is not proposed to be enlarged to accommodate the vehicle repair service. With the aforementioned interior demolitions, four overhead doors are proposed. Two of the overhead doors are proposed to be located on the far southwest corner of the building facing Green Avenue North. The other two overhead doors are proposed to be located on the southern face of the building facing Mitchell Drive. To accommodate the reconfigured vehicle repair space, an additional sanitary sewer connection is proposed to be located off of Green Avenue North and being connected to the vehicle service area of the building.

Exterior improvements proposed include the expansion of an existing driveway off of Green Avenue North to connect to the two overhead doors proposed on the southern face of the building. Please note that the driveway expansion runs through two separate parcels (245 Green Avenue North and 4026 Mitchell Drive) that are both under the same ownership as the subject property. With the proposed driveway being located within multiple parcels, the applicant shall enter into a joint access agreement between the three parcels to allow for the driveway expansion or combine the parcels into one. The applicant is requesting the driveway expansion be surfaced with gravel. While the City's Zoning Code allows for gravel to be used as a parking lot and driveway surfacing for several uses (e.g., parks, schools, industrial uses, etc.), vehicle repair uses are not included. Staff is requiring the proposed driveway expansion would need to consist of a hard surfacing material (e.g., asphalt, concrete, etc.).

Vehicle repair services are a permitted use within the "B-4" Commercial District. However, the repairing of vehicles are a prohibited use within the Wellhead Protection Overlay District B. Within the City's Wellhead Protection regulations, uses that a prohibited within the Wellhead Protection B District, but is permitted within the underlying zoning district, can be conditionally approved after obtaining a conditional use permit from the Plan Commission and Common Council. The request is described in the following section:

Ch. 23.02(2)(c)

(2) Permitted Uses.

(b) Motor vehicle, marine, sales and repair but not salvage, wrecking, storage or junking operations.

Ch. 23.02(4)(e)

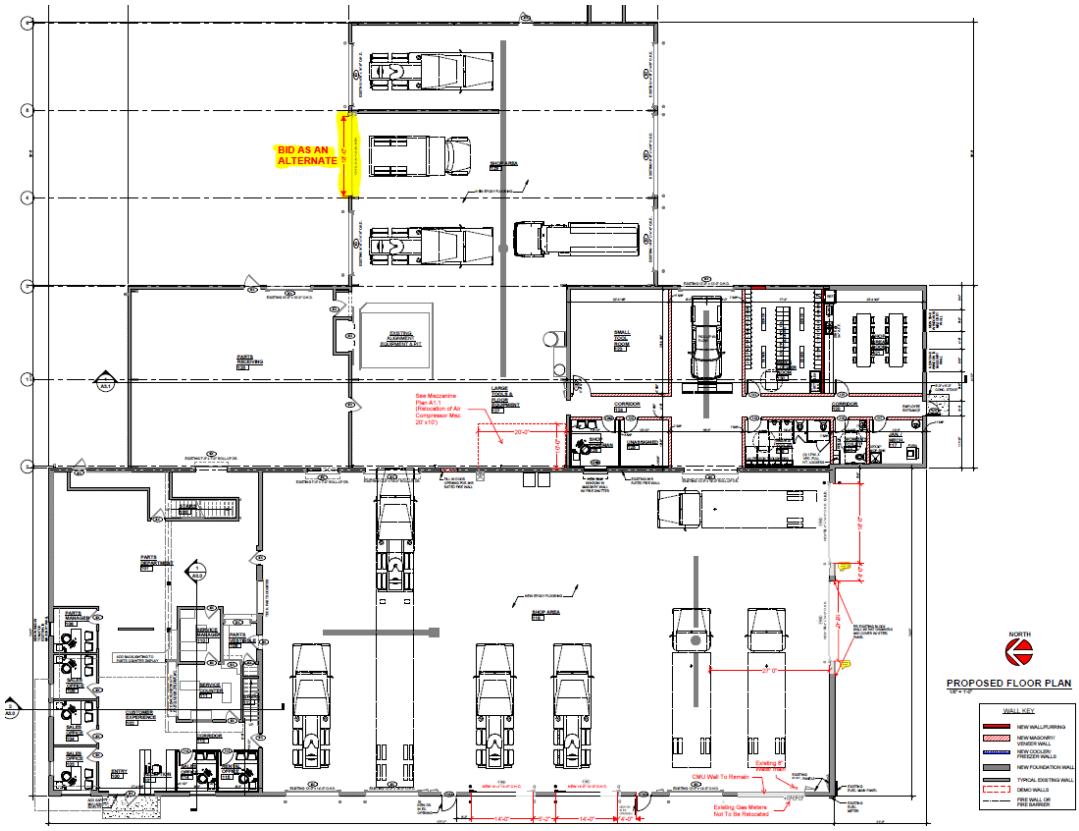
(3.4) Conditional Uses. The following uses may be permitted on a case-by-case basis, providing adequate groundwater protection and monitoring measures, as determined by the Stevens Point Plan Commission and Common Council, are instituted.

(1) All other uses, which are not permitted uses listed above, but are uses allowed within the underlying zoning district.

The request has been examined relative to the fourteen standards of review for a conditional use permit. An examination of each standard is described below.

Standards of Review – Conditional Use

1. **The establishment, maintenance, or operation of the use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.**



Analysis: The lot is currently utilized for vehicle repair purposes. The proposal entails interior and exterior improvements to accommodate the vehicle repair use.

Findings: While a vehicle repair use is considered a higher-intensity use, staff does not believe that the proposed conditional use permit will be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. The existing building is not proposed to be enlarged—solely the vehicle repair use within the building is. With the subject property being located within the Wellhead Protection Overlay District B, additional safeguards are in place to ensure that the vehicle repair use meets applicable wellhead protection requirements. With the conditions attached onto this request, staff believes that this standard is met.

2. **The use will not be injurious to the use and for the purpose already permitted, nor substantially diminish and impair property values.**

Analysis: Commercial properties exist to the north, east and west of the subject property. Residential properties, located off of Kennedy Drive, are situated south of the subject property. Other vehicle repair uses (e.g., Stevens Point Automotive Center) exist near the subject property.

Findings: As the subject property is located within a defined commercial corridor adjacent to Stanley Street, the proposed vehicle service improvements are compatible with the commercial use of the property.

3. **The establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.**

Analysis: The respective area is in an established and developed area of the City and has been utilized as a vehicle repair service for several years.

Findings: See standards one and two above. All adjoining parcels are zoned for either commercial or residential uses. Similarly, adjoining parcels are designated for either commercial or residential uses within the City's Future Land Use Map. Given that the subject property is located within a defined automotive sales and repair location of the city, along with the vehicle repair use of the property taking place on the property for several years, staff believes that adjoining commercial and residential uses would not be negatively impacted by the proposed improvements.

4. **The exterior architectural appeal and function plan of any proposed structure will not be in variance with either the exterior architectural appeal and function plan, and scale of the structures already constructed or in the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood.**

Analysis: The proposed overhead doors are planned to be identical to the other overhead doors already located on the building.

Findings: This standard is met.

5. **Adequate utilities, access roads, drainage and/or facilities have been, or are being, provided.**

Analysis: Utility infrastructure currently supports the existing facility. A new sewer connection is proposed to accommodate the vehicle repair work stations. Similarly, as additional impervious surfacing is requested as part of the driveway expansion, the Utilities Department is conducting stormwater calculations for the subject property to determine if additional stormwater mitigation techniques are needed. Lastly, three access roads leading to the subject property currently exist off of Green Avenue North. As multiple site entrances and exits exist, existing transportation infrastructure is appropriate to handle this request. With the proposed driveway expansion intersection encroaching over multiple parcels, a joint access agreement shall be entered into.

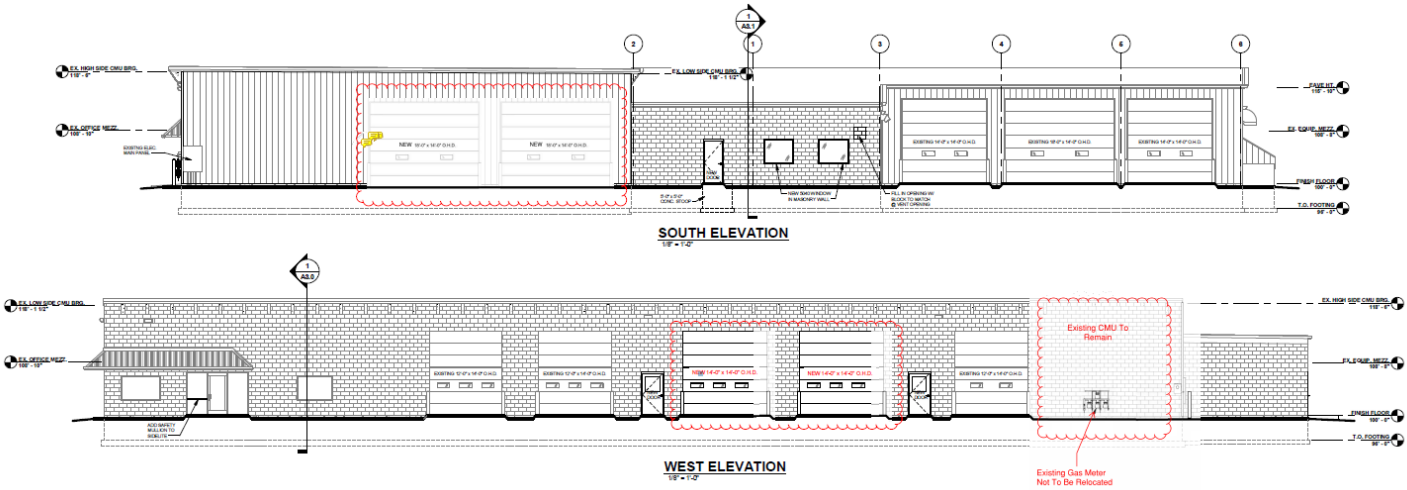
Findings: This standard is met.

6. **Adequate measures have been, or will be taken, to provide ingress and egress so designed to minimize traffic congestion in the public streets.**

Analysis: The respective area is in an established area of the City with appropriate vehicular access off of Green Avenue North.

Findings: Based on the current number of ingress/egress locations that support the subject property, along with its intended use for vehicle repairs, staff believes that the proposed improvements would not hinder existing ingress and egress locations within the site.

7. **The proposed use is not contrary to the objectives of any duly adopted land use plan for the City of Stevens Point, any of its components, and/or its environs.**



Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property for commercial uses. Similarly, the subject property is zoned "B-4" Commercial. According to the City's Zoning Code, the "B-4" Commercial District is established "to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City's Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access."

Findings: The proposed use meets the intent of the "B-4" Commercial District due to the commercial use occurring on the property and its close proximity to Stanley Street. While a vehicle repair use is not a permitted use within the Wellhead Protection B District, there are past examples of vehicle repair uses (e.g., Stevens Point Automotive Center) obtaining a conditional use permit to allow the use. With significant wellhead regulations in place and administered by the Utilities Department, staff believes that this standard is met.

8. **The use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Plan Commission.**

Analysis: The conditional use permit is seeking to allow for the intended improvements to occur to accommodate the vehicle repair use of the property.

Findings: The regulations within the "B-4" Commercial District and Wellhead Protection Overlay District B are met provided that the conditions applied to this report are met and the conditional use permit is allowed.

9. **The proposal will not result in result in an over-concentration of high density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective systems of the community.**

Analysis: N/A

Findings: N/A

10. **Principal – Applications for exclusive multi-family residential uses: The view from the street should maintain a residential character. The view should not be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.**

    Analysis: N/A

    Findings: N/A

11. **Access to the site shall be safe.**

    Analysis: Vehicular access is off of Green Avenue North. Three access points exist off of Green Avenue North to provide direct access to the subject property.

    Findings: This standard is met.

12. **There shall be adequate utilities to serve the site.**

    a. **The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

       Analysis: Existing utility infrastructure exists to support the vehicle repair use of the building. A new sewer connection is proposed to accommodate the requested improvements. Current access to the property is sufficient to ensure safety and access for safety vehicles.

       Findings: This standard is met.

13. **The privacy of the neighboring development and the proposed development shall be maintained as much as practical. Guidelines:**

    a. **Mechanical equipment including refuse storage shall be screened from neighboring properties.**

       Analysis: No additional mechanical equipment is proposed as part of this request.

       Findings: This standard is met.

    b. **Lighting shall be located to minimize intrusion onto neighboring properties.**

       Analysis: No additional lighting is proposed as part of this request. Slight light spillage from inside of the building is anticipated if an overhead door is open.

       Findings: Given the building's proximity to neighboring properties, light intrusion onto neighboring properties should not occur.

    c. **Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

       Analysis: The use will be operating within the confines of the property. The proposed overhead doors should be kept closed when not in use to prevent noise permeating into neighboring properties.

       Findings: This standard is met.

14. **Principal – Applications for exclusive multi-family residential uses. Landscaping shall be provided or existing landscape elements shall be preserved to maintain a sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.**

    Analysis: N/A

    Findings: N/A

Based on the findings above, staff would recommend approval of the conditional use permit with the conditions outlined on pages one and two. Please keep in mind that recent State legislation has placed limitations on local jurisdictions regarding the denial of conditional use permits. Conditional use permits shall be reviewed by a means to permit a use under certain conditions applied to the use or property. For example, if a concern is raised regarding to a standard above, a condition can be applied to the permit to address the concern and grant the permit.

Photos

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
community.development@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**	$300	**Fee Paid**	#92422790
Associated Applications if Any				**Assigned Case Manager**			
Pre-Application Conference Date				**Conditional Use Permit Request**	Use ☐ Amend ☐		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Keller Inc. Doug Sutter	**Contact Name**	
Address	711 Lois Dr	**Address**	
City, State, Zip	Sun Prairie, WI 53590	**City, State, Zip**	
Telephone	608-318-2336	**Telephone**	
Fax		**Fax**	
Email	dsutter@kellerbuilds.com	**Email**	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Kriete Group - David Kriete	**Owner's Name**	
Address	614 N Broadway Ave	**Address**	
City, State, Zip	Milwaukee, WI 53208	**City, State, Zip**	
Telephone	414-431-2567	**Telephone**	
Fax		**Fax**	
Email	david@kgtruck.com	**Email**	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]

Parcel 1	Parcel 2	Parcel 3
201 Green Ave N - 281240827210003	245 Green Ave N - 281240827240104	4026 Mitchell Dr - 281240827240103

Legal Description of Subject Property

See attached.

Designated Future Land Use Category	Current Use of Property
Commercial	Vehicle Services Operations

Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

Property is a truck sales and repair center recently acquired by Kriete Truck Center. The land use will remain unchanged. Proposed development includes 2 new overhead doors on the south elevation and additional pavement to the doors. Project will commence as soon as possible.

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)
The proposed development will not affect the character of the neighborhood as the land use will remain unchanged.

Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)
The proposed development will not have any negative impacts on the adjacent properties. The land use will remain unchanged and the proposed development only includes an addition of 2 overhead doors.

Current Zoning Surrounding Subject Property			
North:	B4	**South:**	RLD-Low Density, R2-Single Family Residential
East:	I-39	**West:**	B4
Current Land Use Surrounding Subject Property			
North:	Auto Dealership	**South:**	Residential
East:	I-39	**West:**	Auto Dealership

EXHIBITS

Owner Information Sheet	☐	**Additional Exhibits If Any:**
Letter to District Alderperson	☒	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☒	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
Street Plan with Cross-sections	☐	
Utility Plan	☒	
Landscape Plan (including any equivalent alternative landscaping requests)	☐	
Stormwater Plan	☐	
Outdoor Lighting Plan (location of fixtures, illumination levels)	☐	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	4/13/2021		4/13/2021

April 14, 2021

Alder Thomas Leek
Eighth District
530 St Paul Street
Stevens Point, WI 54481

Re: Kriete Truck Center Remodel

Dear Alder Leek,

Kriete Truck Center has recently acquired properties at 201 Green Ave N, 245 Green Ave N, and 4026 Mitchell Dr. The existing land use (truck sales and repair center) will remain unchanged. Kriete proposes to complete the following development on the property:

- Addition of (2) new overhead doors on the south elevation and additional gravel to access the overhead doors from the existing gravel on the south side of the building.

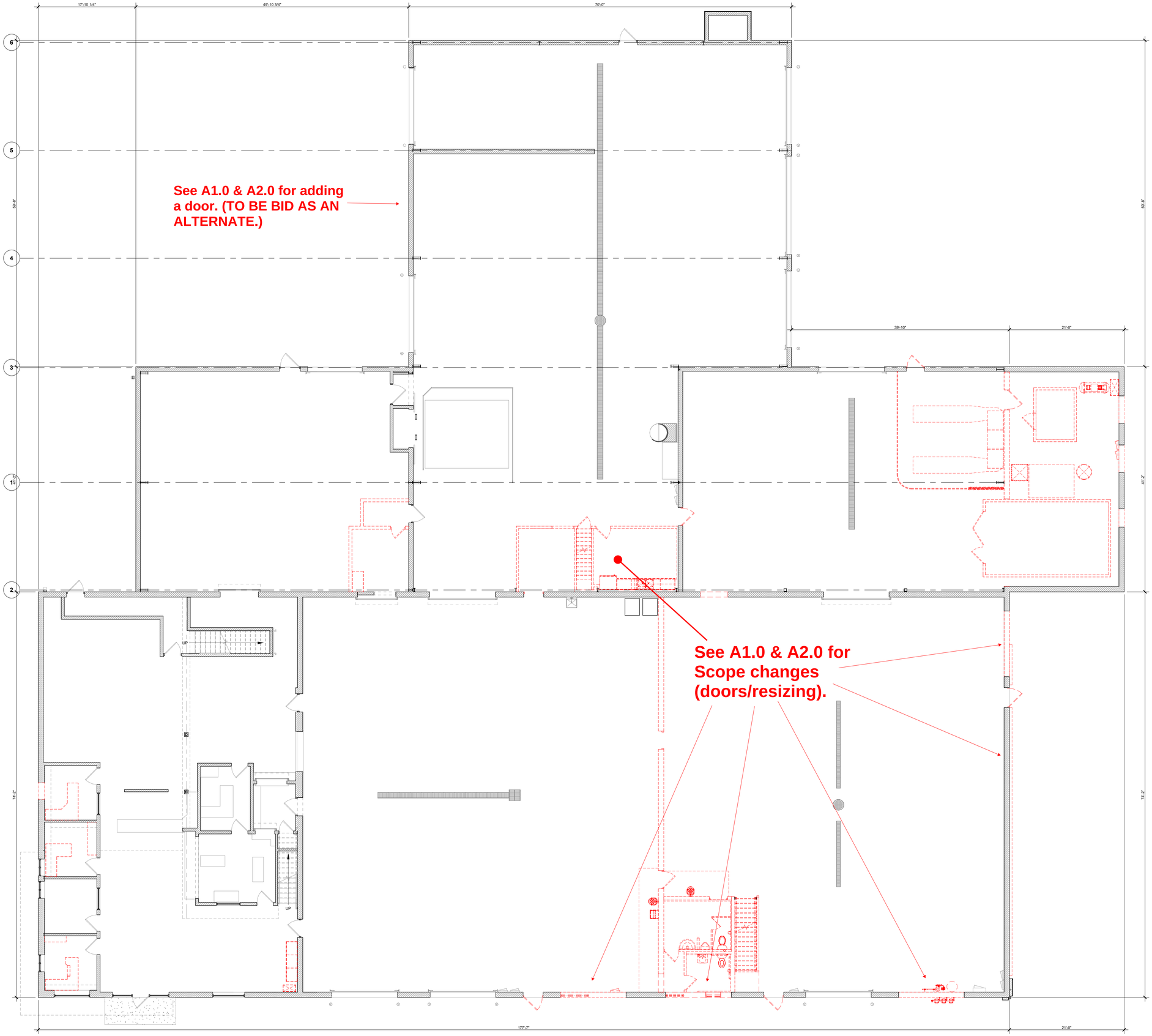
We have been informed by the City of Stevens Point Community Development Department that the proposed development requires review by the City Plan Commission through submittal of a conditional use permit application. The submittal must include a recommendation from the District Alderperson. We respectfully request you review the attached site plan and provide a favorable recommendation that we can include to the City with our submittal. You may forward your recommendation to us via a return email.

Please let me know if you have any comments, questions, or need additional information.

Sincerely,

Excel Engineering, Inc

Devin Winter, P.E.



NORTH

EXISTING/DEMO FLOOR PLAN

1/8" = 1'-0"

WALL KEY

- NEW WALL/FURRING
- NEW MASONRY/ VENEER WALL
- NEW COOLER/ FREEZER WALLS
- NEW FOUNDATION WALL
- TYPICAL EXISTING WALL
- DEMO WALLS
- FIRE WALL OR FIRE BARRIER

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PROPOSED REMODEL FOR:

KRIETE TRUCK CENTER

STEVENS POINT, WISCONSIN

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PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS

1	03.01.2021	TDP
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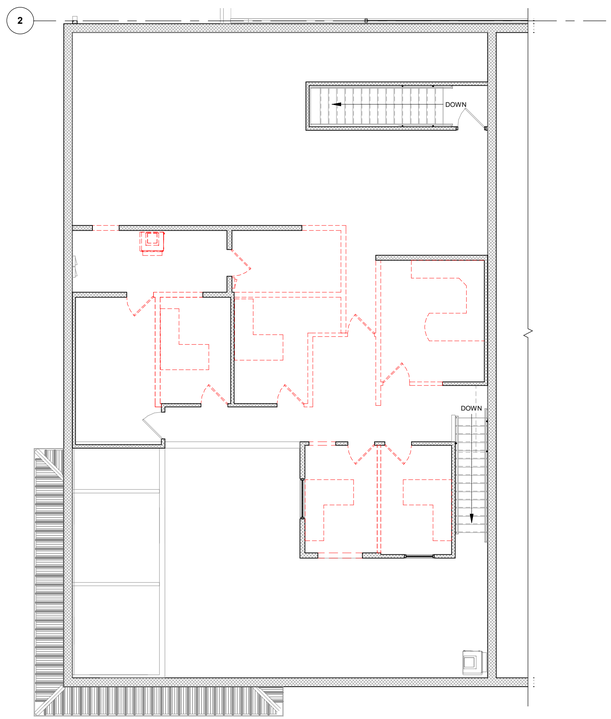
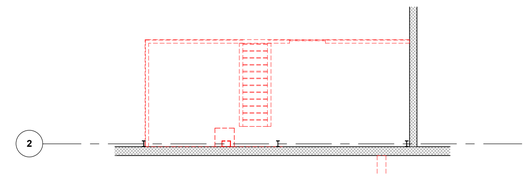
PROJECT MANAGER: D. SUTTER
DESIGNER: S. KLESSIG
DRAWN BY: TDP
EXPEDITOR: -------
SUPERVISOR: -------
PRELIMINARY NO: P21044
CONTRACT NO: -------
DATE: 02.18.2021
SHEET: EX1.0



NORTH

EXISTING/DEMO OFFICE MEZZANINE PLAN
1/8" = 1'-0"



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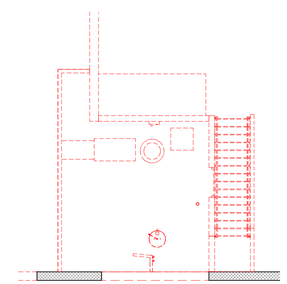
EXISTING/DEMO EQUIPMENT MEZZANINE PLAN
1/8" = 1'-0"



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1/8" = 1'-0"

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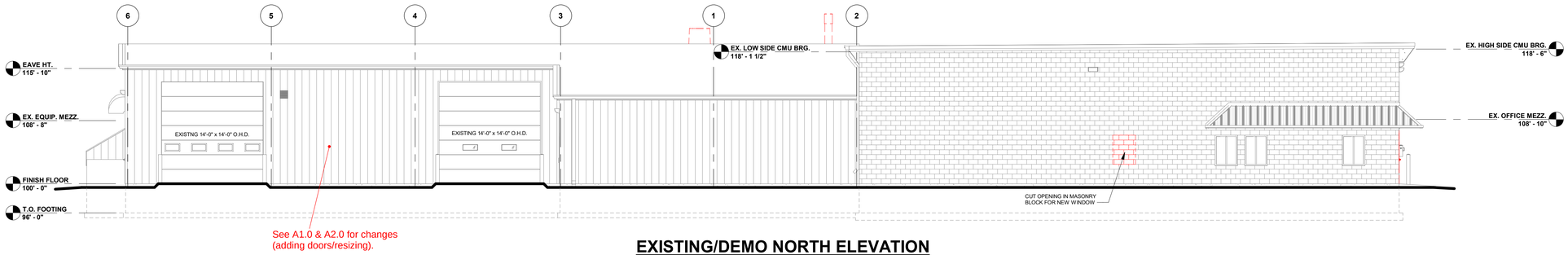
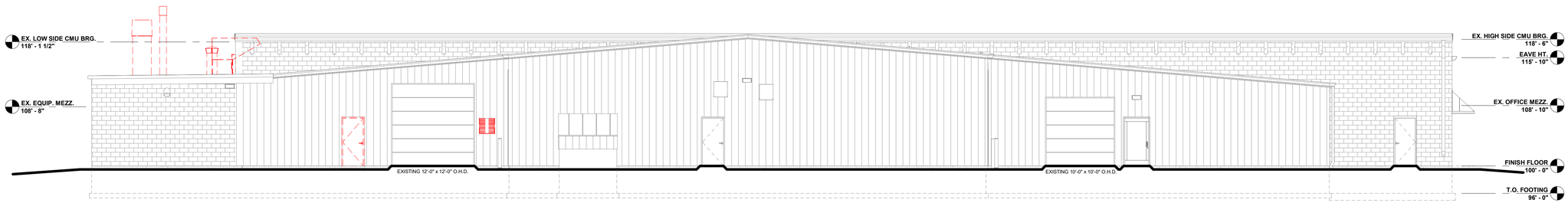


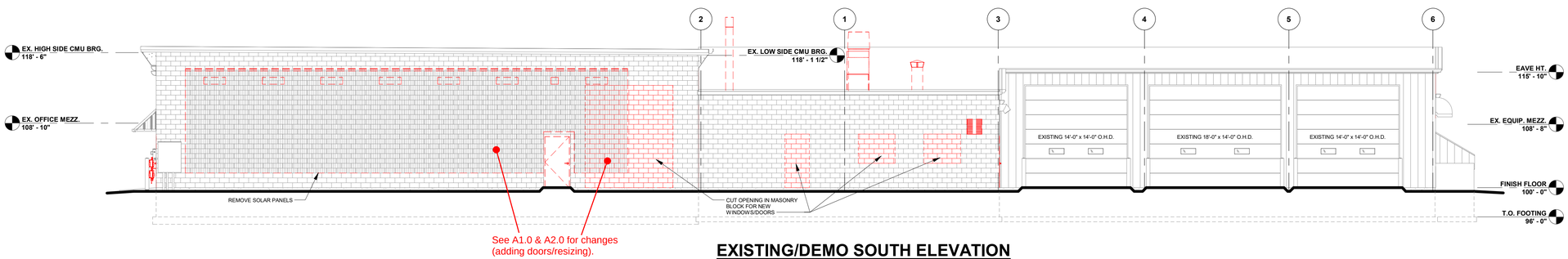
EXISTING/DEMO NORTH ELEVATION

1/8" = 1'-0"



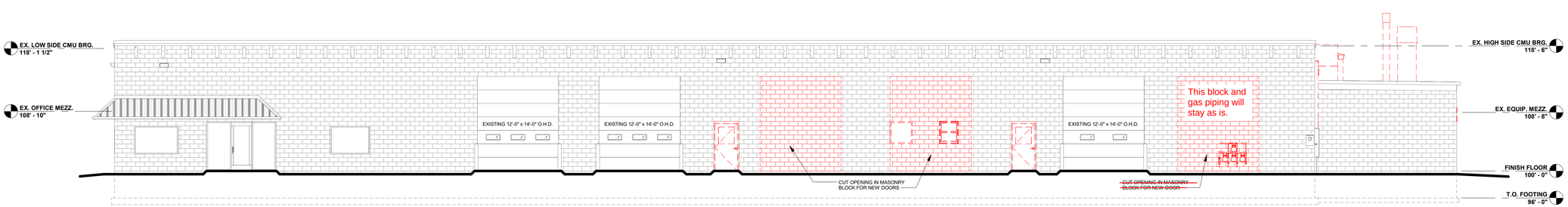
EXISTING/DEMO EAST ELEVATION

1/8" = 1'-0"



EXISTING/DEMO SOUTH ELEVATION

1/8" = 1'-0"



EXISTING/DEMO WEST ELEVATION

1/8" = 1'-0"

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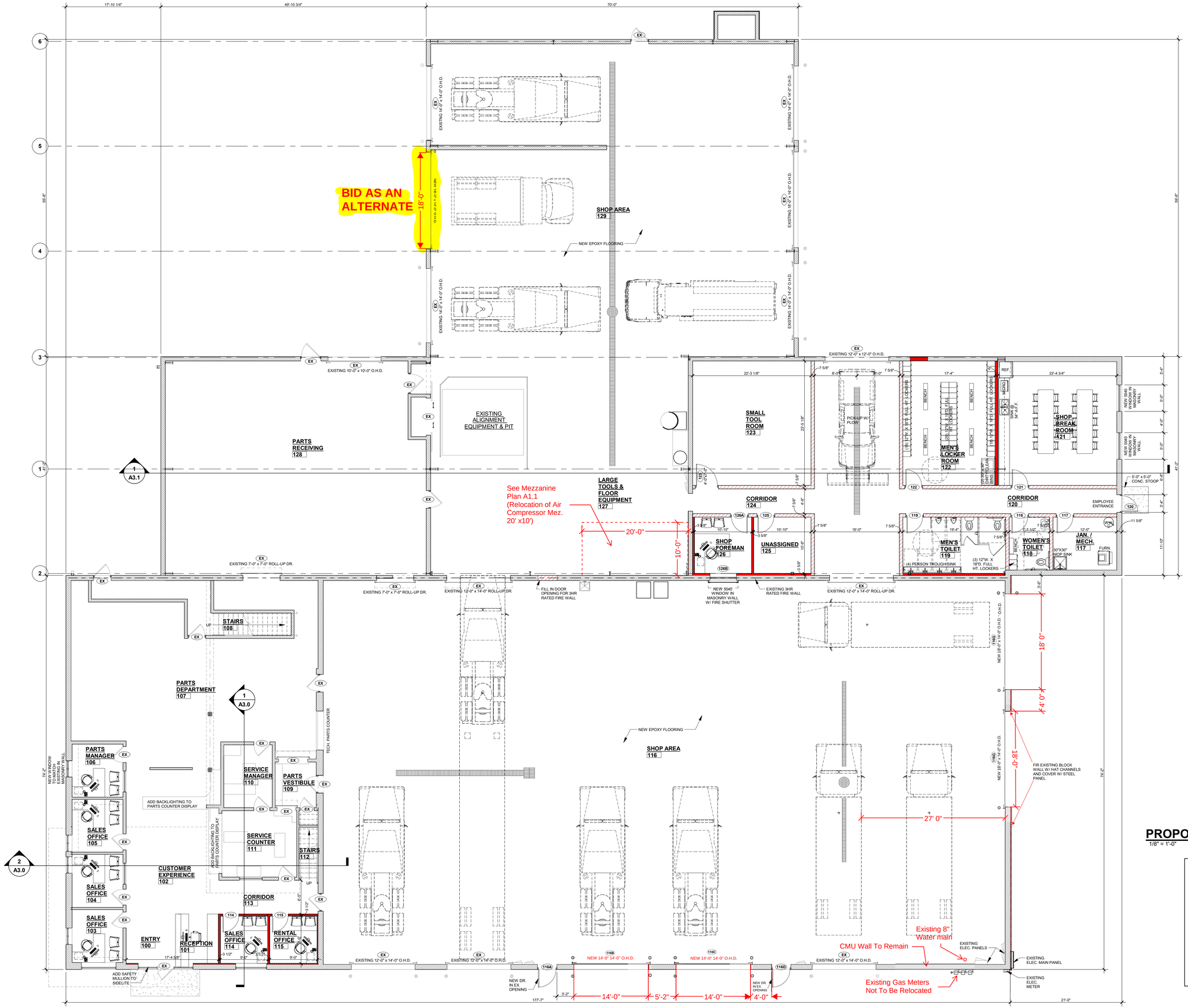

PROPOSED FLOOR PLAN

1/8" = 1'-0"

NORTH

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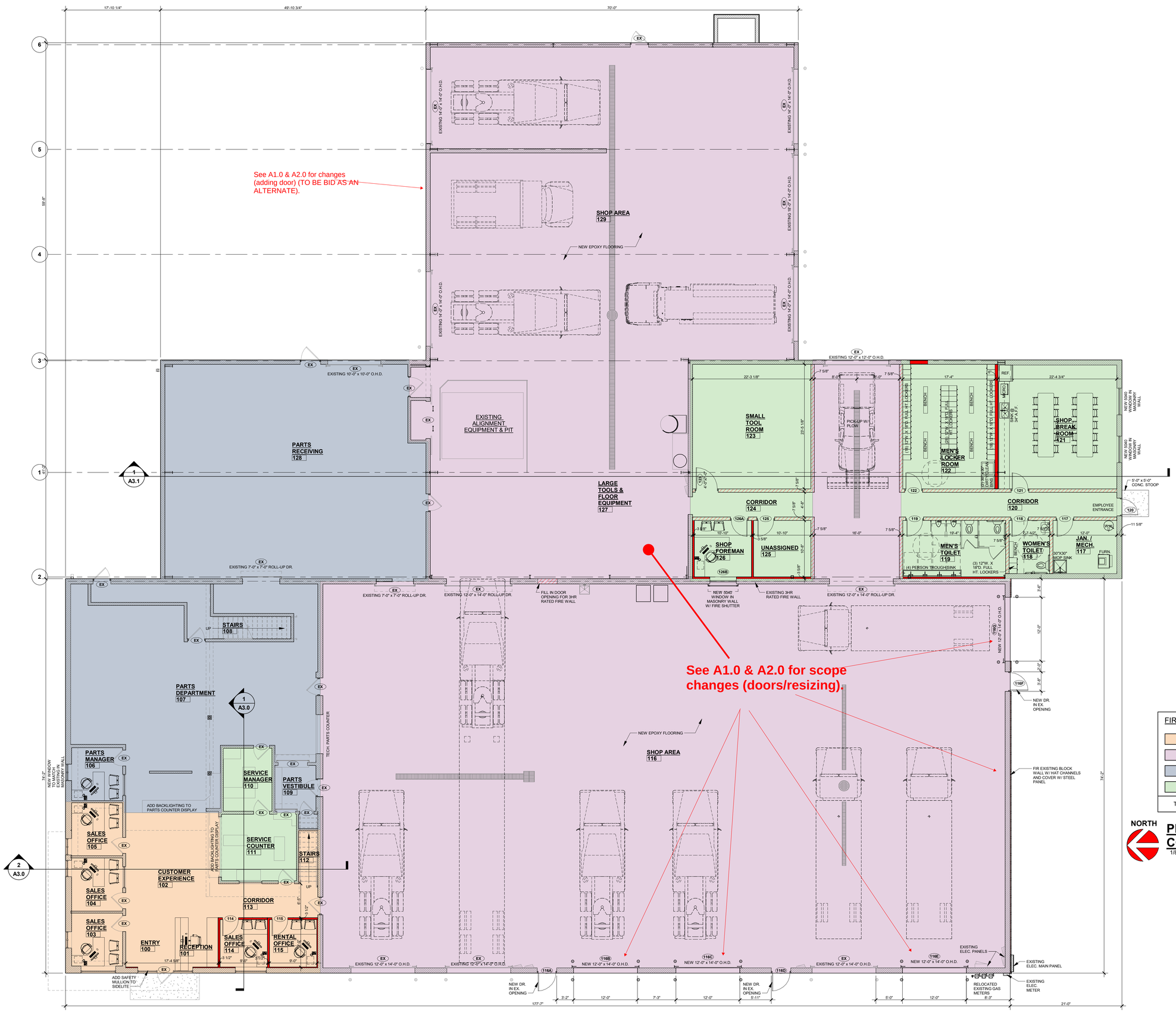

FIRST FLOOR DEPARTMENTAL AREA KEY

SALES & ADMIN. =	1,263 SQ. FT.
SERVICE SHOP =	16,532 SQ. FT.
PARTS =	4,005 SQ. FT.
SERVICE SUPPORT =	2,978 SQ. FT.
TOTAL GROUND FLOOR AREA = 24,778 SQ. FT.	

NORTH

PROPOSED DEPARTMENT COLORED FLOOR PLAN

1/8" = 1'-0"

WALL KEY

- NEW WALL/FURRING
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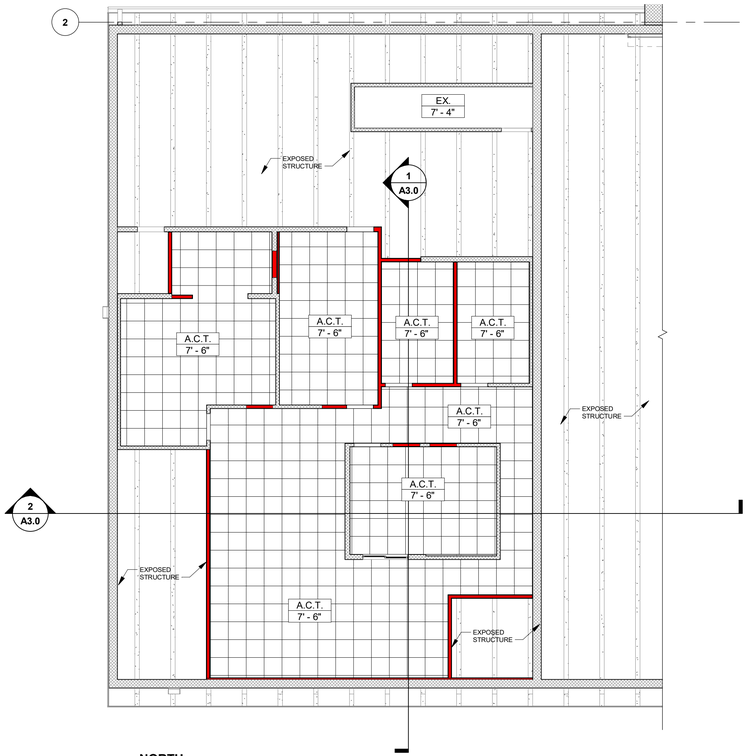
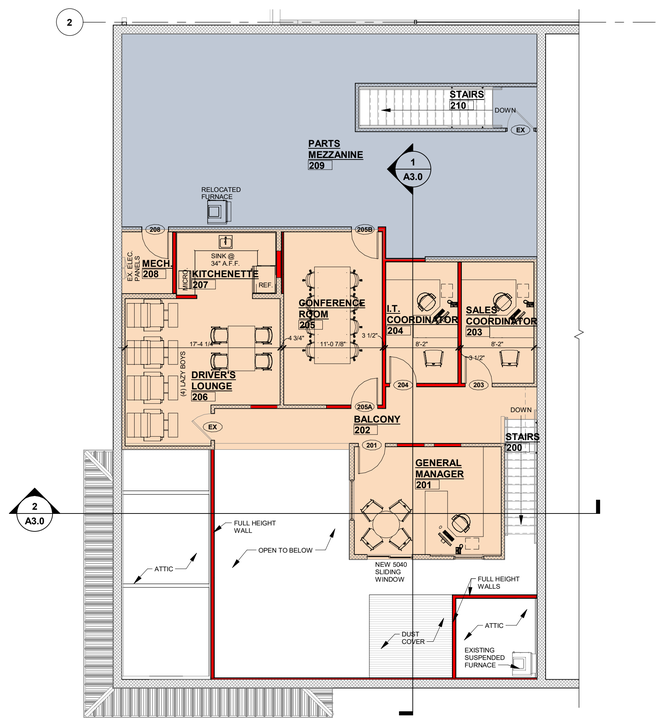


NORTH

MEZZANINE REFLECTIVE CEILING PLAN

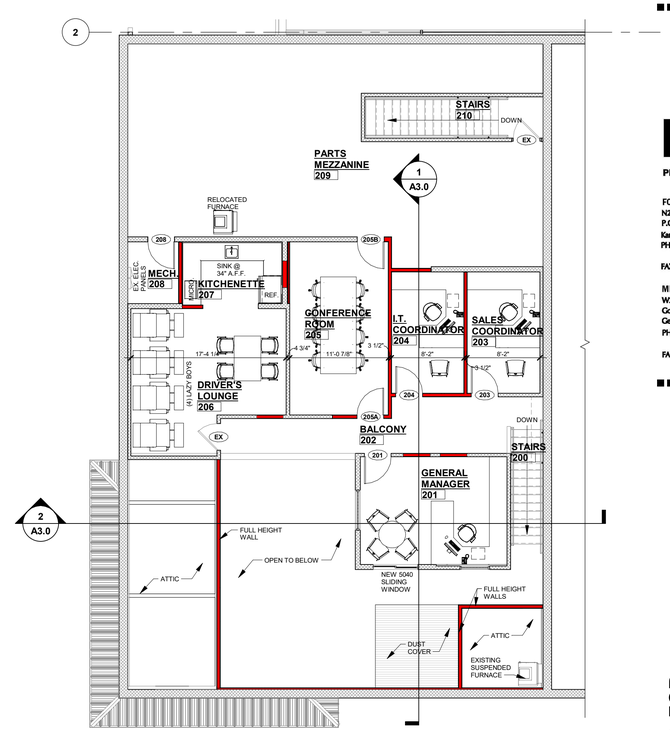
1/8" = 1'-0"



NORTH

PROPOSED OFFICE MEZZANINE PLAN

1/8" = 1'-0"



NORTH

PROPOSED OFFICE MEZZANINE PLAN

1/8" = 1'-0"

MEZZANINE DEPARTMENTAL AREA KEY

	SALES & ADMIN. =	1,288 SQ. FT.
	SERVICE SHOP =	N/A
	PARTS =	1,005 SQ. FT.
	SERVICE SUPPORT =	N/A

TOTAL MEZZANINE FLOOR AREA = 2,293 SQ. FT.

WALL KEY

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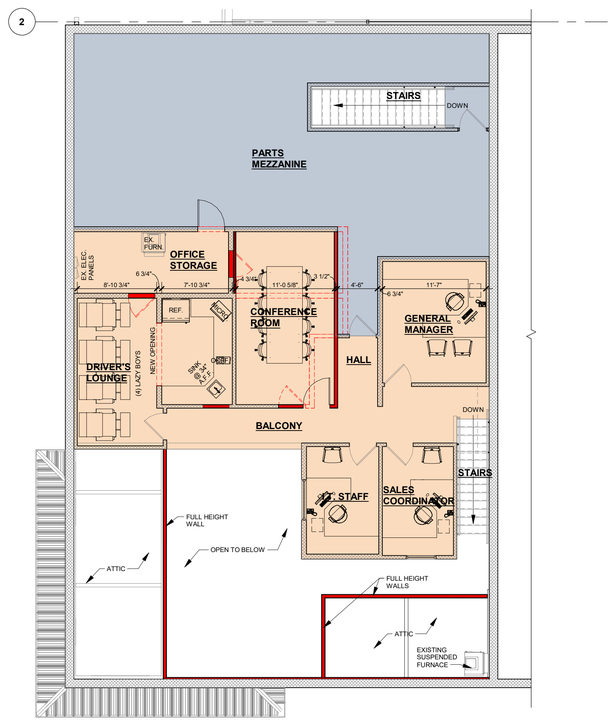
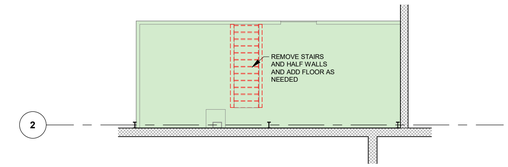


NORTH

PROPOSED OFFICE MEZZANINE PLAN

1/8" = 1'-0"



NORTH

RELOCATED AIR COMPRESSOR MEZZANINE PLAN

1/8" = 1'-0"

DEPARTMENTAL AREA KEY

SALES & ADMIN. =	1,246	SQ. FT.
SERVICE SHOP =	N/A	
PARTS =	1,048	SQ. FT.
SERVICE SUPPORT =	354	SQ. FT.
TOTAL MEZZANINE FLOOR AREA =	2,648	SQ. FT.

WALL KEY

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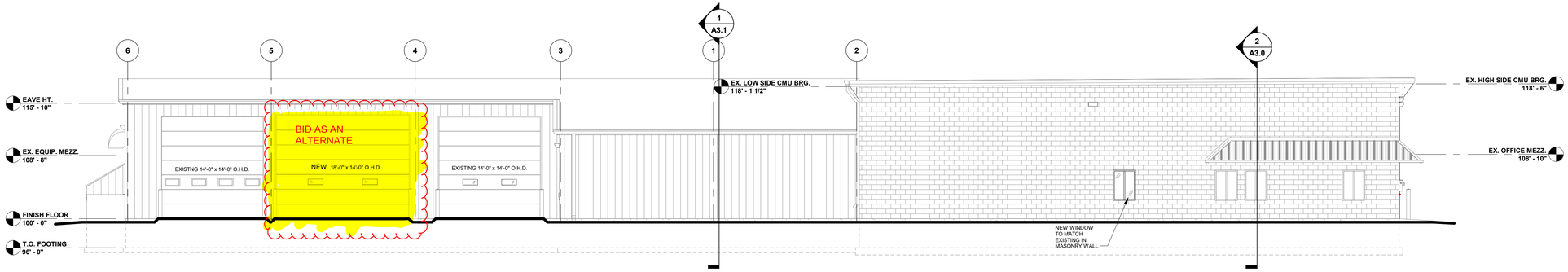
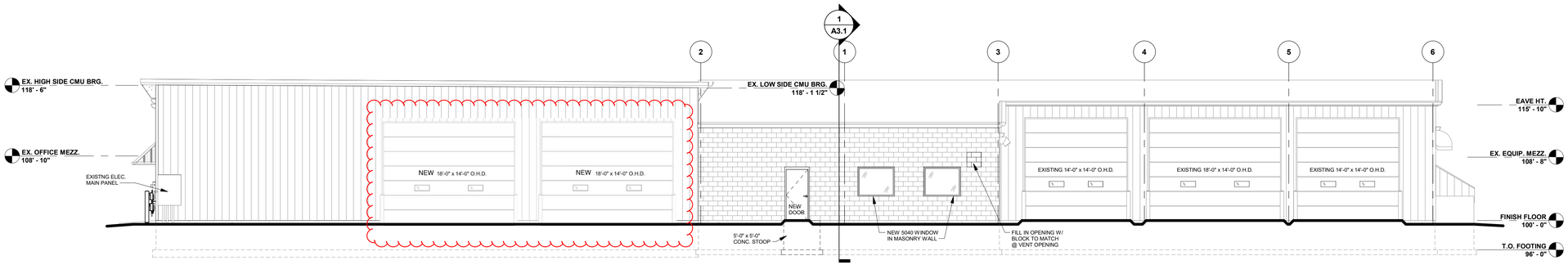
DATE: 02.18.2021
SHEET: A1.1



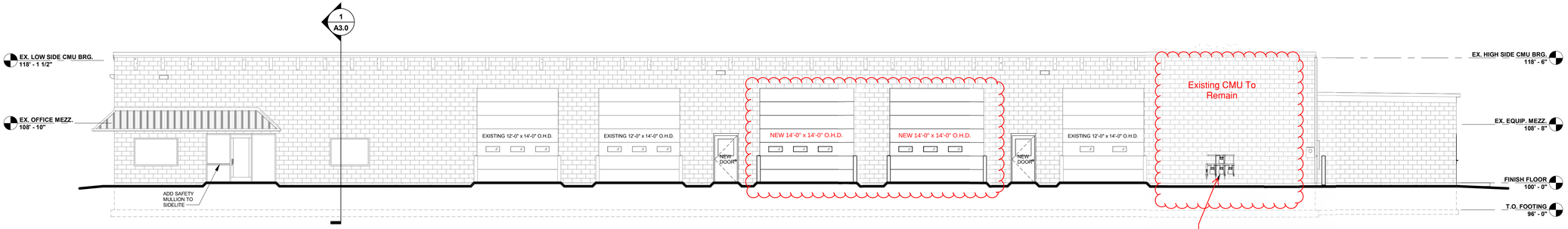
NORTH ELEVATION

1/8" = 1'-0"



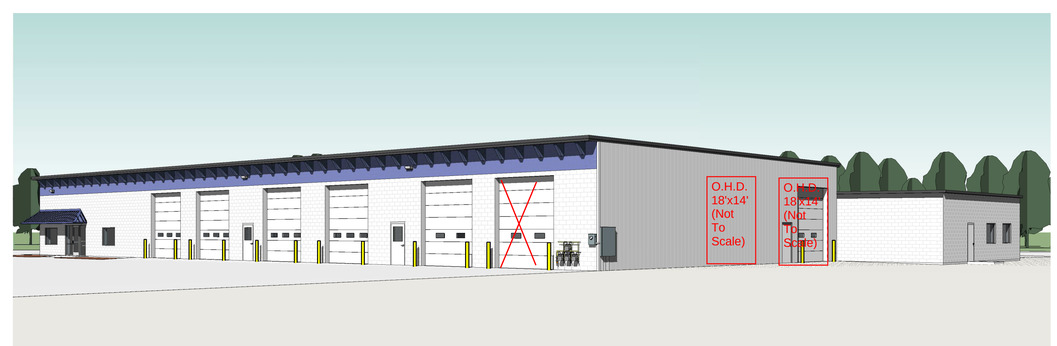
SOUTH ELEVATION

1/8" = 1'-0"



WEST ELEVATION

1/8" = 1'-0"



Keller
PLANNERS | ARCHITECTS | BUILDERS

FOX CITIES
N216 State Road 55
P.O. Box 620
Kaukauna, WI 54130
PHONE (920) 766-5795 /
1-800-236-2534
FAX (920) 766-5004

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711 Lois Dr.
Sun Prairie, WI 53590
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FAX (608) 318-2337

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FAX (262) 250-9740

WAUSAU
5605 Lilac Ave
Wausau, WI 54401
PHONE (715) 849-3141
FAX (715) 849-3181

www.kellerbuilds.com

PROPOSED REMODEL FOR:

KRIETE TRUCK CENTER

STEVENS POINT, WISCONSIN

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PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS

1	03.01.2021	TDP
2		
3		
4		
5		
6		

PROJECT MANAGER: D. SUTTER

DESIGNER: S. KLESSIG

DRAWN BY: TDP

EXPEDITOR: -------

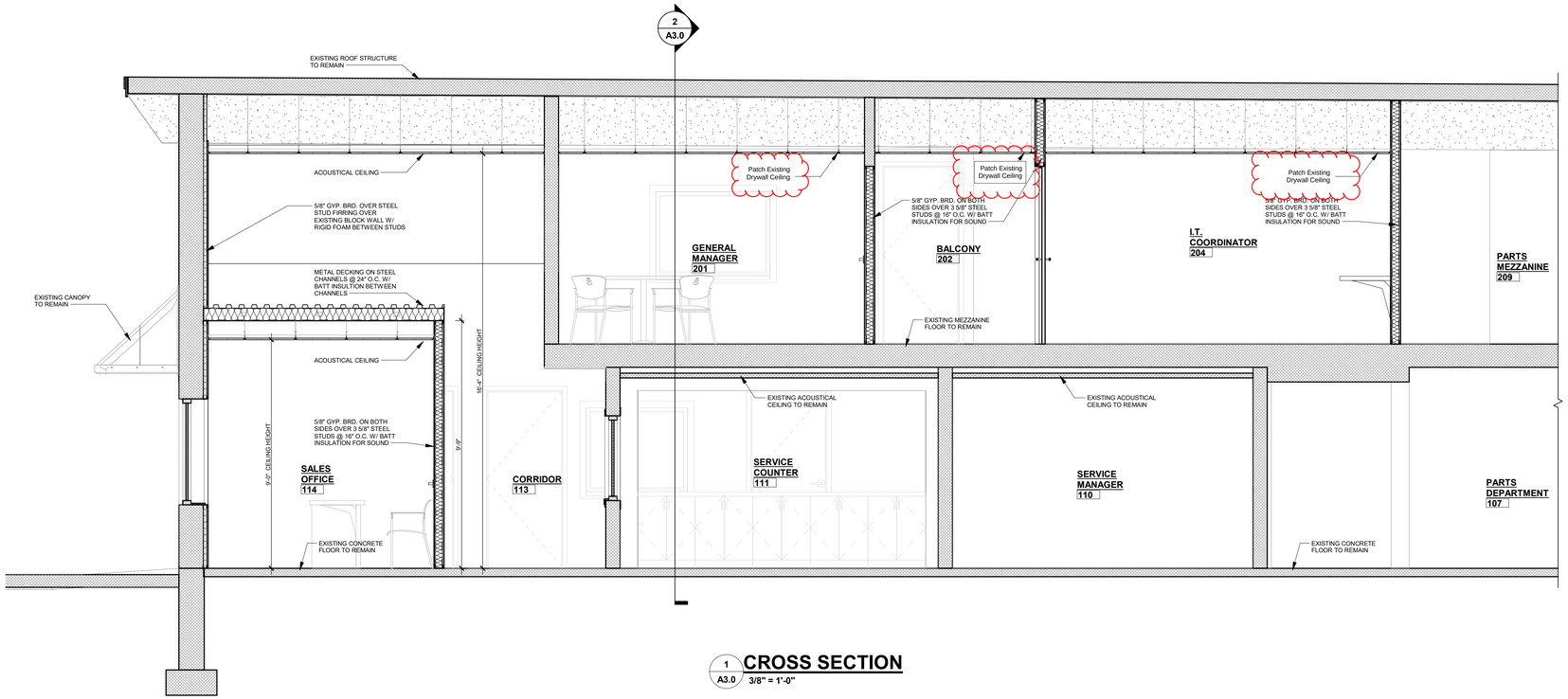
SUPERVISOR: -------

PRELIMINARY NO: P21044

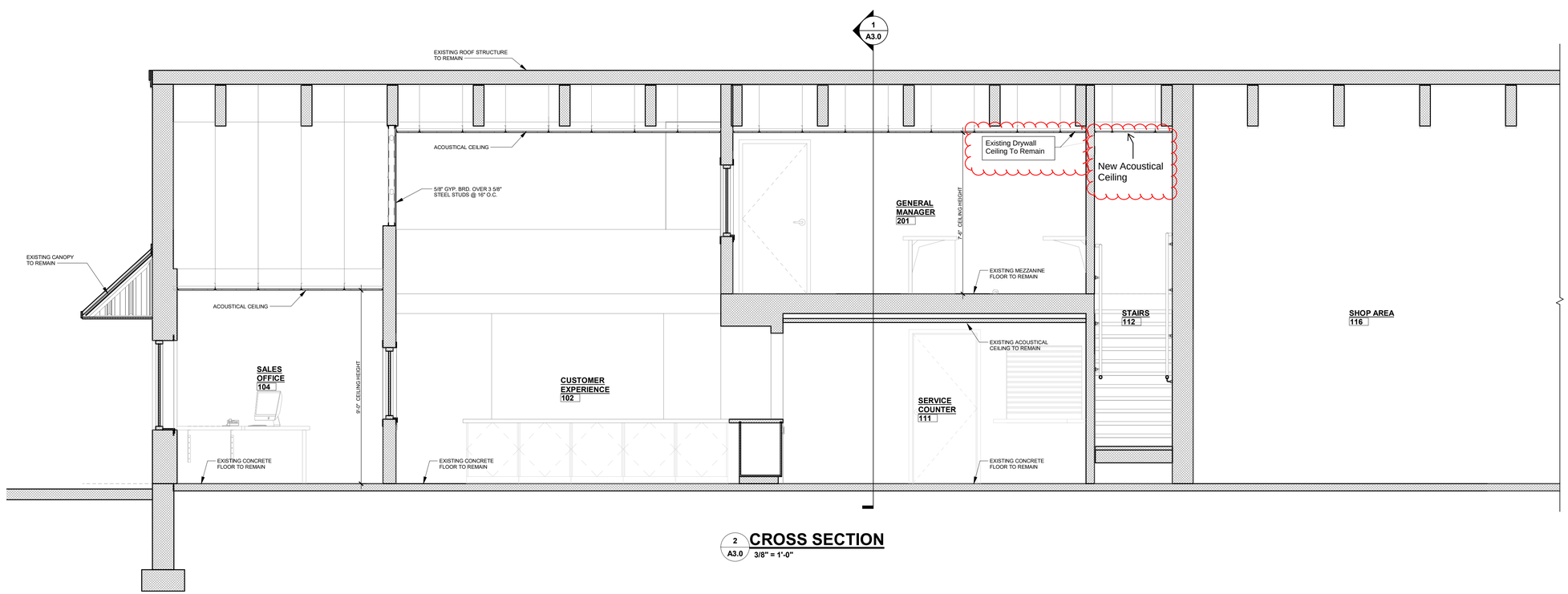
CONTRACT NO: -------

DATE: 02.18.2021

SHEET: A2.0



1 A3.0 **CROSS SECTION**
3/8" = 1'-0"



2 A3.0 **CROSS SECTION**
3/8" = 1'-0"

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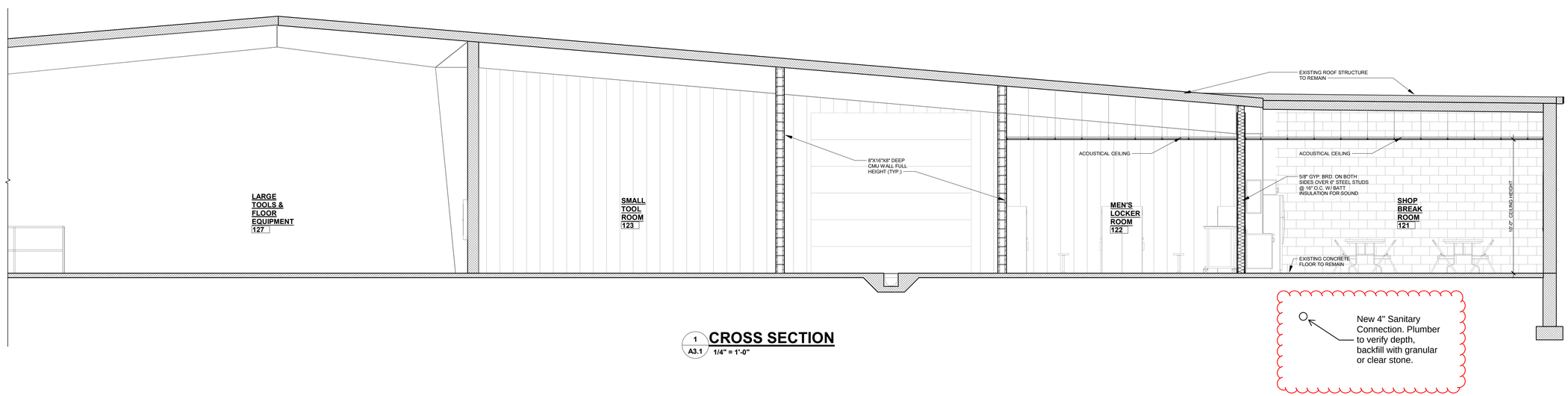
PROJECT MANAGER: D. SUTTER
DESIGNER: S. KLESSIG
DRAWN BY: TDP
EXPEDITOR: -------
SUPERVISOR: -------
PRELIMINARY NO: P21044
CONTRACT NO: -------
DATE: 02.18.2021
SHEET: A3.0



1 / A3.1 **CROSS SECTION**
1/4" = 1'-0"

New 4" Sanitary Connection. Plumber to verify depth, backfill with granular or clear stone.

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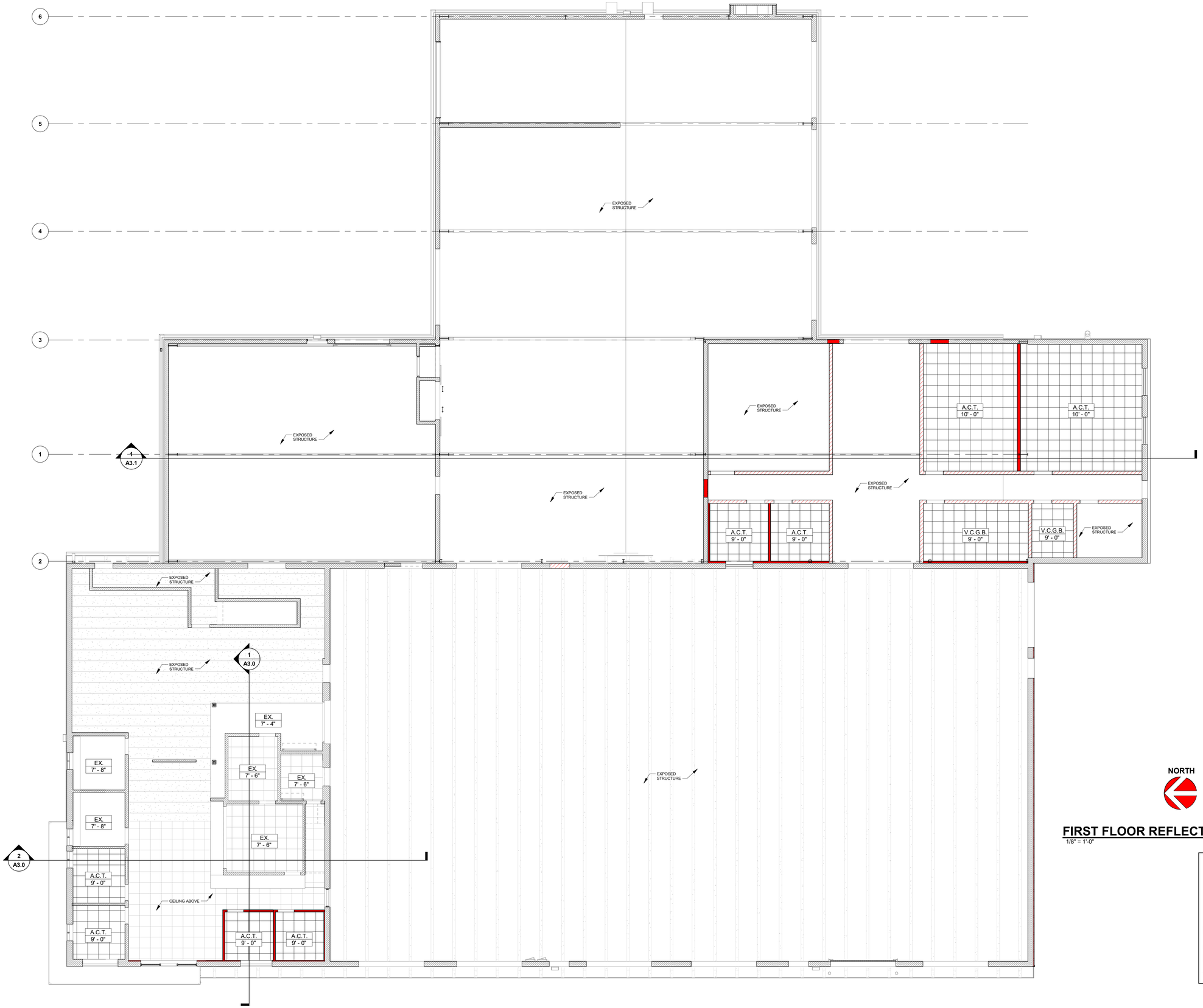

NORTH

FIRST FLOOR REFLECTIVE CEILING PLAN

1/8" = 1'-0"

WALL KEY

- NEW WALL/FURRING
- NEW MASONRY/ VENEER WALL
- NEW COOLER/ FREEZER WALLS
- NEW FOUNDATION WALL
- TYPICAL EXISTING WALL
- DEMO WALLS
- FIRE WALL OR FIRE BARRIER

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DESIGNER: S. KLESSIG
DRAWN BY: TDP
EXPEDITOR: -------
SUPERVISOR: -------
PRELIMINARY NO: P21044
CONTRACT NO: -------
DATE: 02.18.2021
SHEET: A7.0

Administrative Staff Report

Extraterritorial Final Subdivision Plat Review

Two Sisters Subdivision
May 3, 2021

Department of Community Development

Applicant(s):

- Ross Rettler, representing Kyle Kluck

Staff:

- Ryan Kernosky, Director rkernosky@stevenspoint.com
- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 020240812-10.09

Zone(s):

- County Zoning: Single-Family Residential

Master Plan:

- Rural Residential

Council District:

- N/A

Lot Information:

- 10 lots ranging from 1.00 – 1.12 acres

Current Use:

- Undeveloped

Applicable Regulations:

- Ch. 20.03

Request

1. Public Hearing and action on a request from Ross Rettler, representing Kyle Kluck, for an extraterritorial final subdivision plat review for a new subdivision located at an unaddressed parcel (Parcel ID 020240812-10.09) in the Town of Hull.

Attachment(s)

1. Application
2. Plat

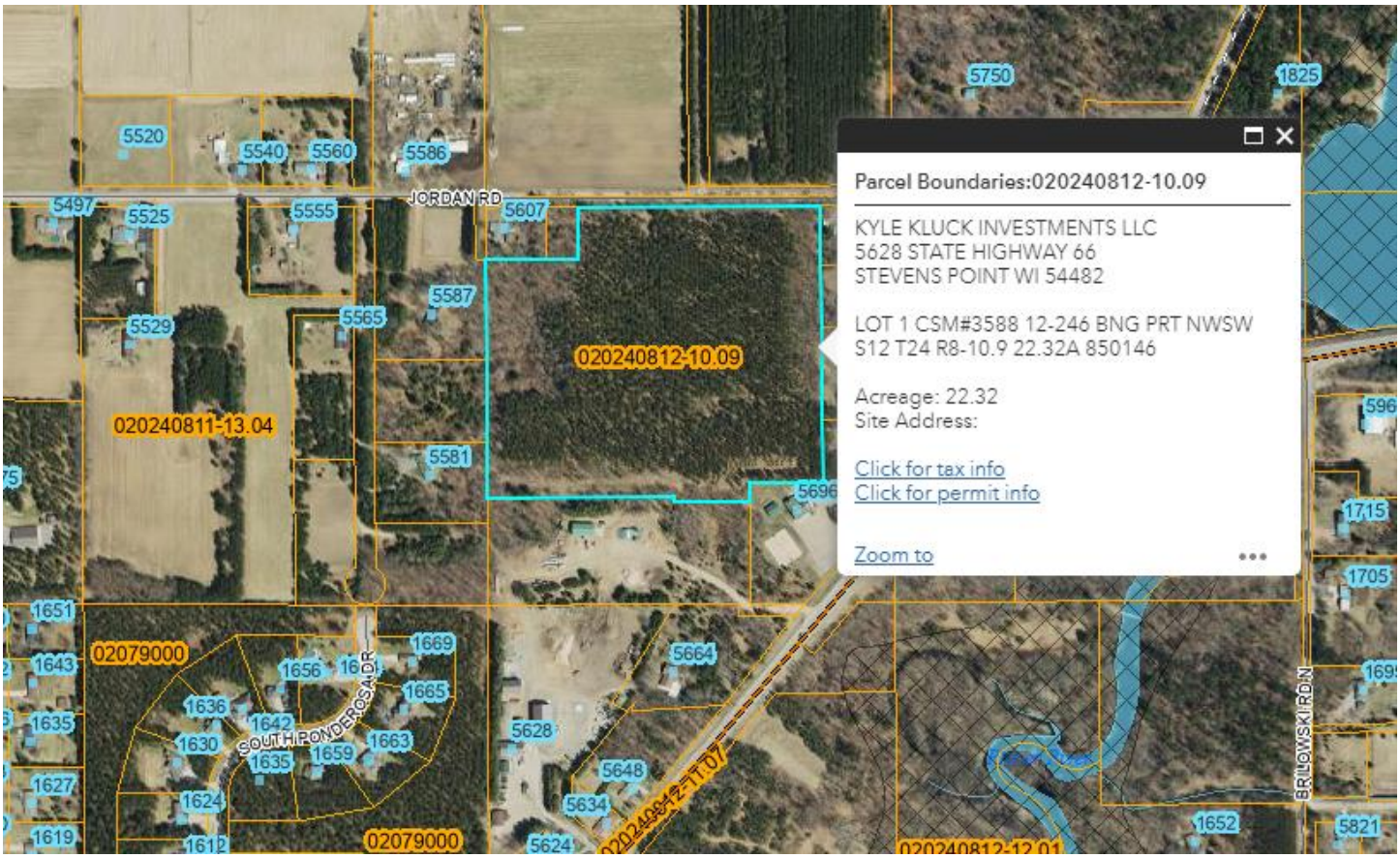
Findings of Fact

1. A total of ten lots are proposed to be created from a parcel 22.32 acres in size.
2. Each lot ranges from one acre to 1.12 acres in size. The remaining land will remain as either common area, providing a buffer between neighboring uses, stormwater management purposes, and private well protection.
3. .
4. The proposed subdivision is located within Groundwater Protection District C.
5. The subject property is located within the Town of Hull, and is included in the City's extraterritorial review boundary.
6. Any division of land creating four or more lots requires a preliminary and final subdivision plat review. A preliminary subdivision plat review went before the Plan Commission on April 5, 2021.

Staff Recommendation

Approve the final subdivision plat as presented for a new subdivision located on an unaddressed parcel in the Town of Hull.

Vicinity Map



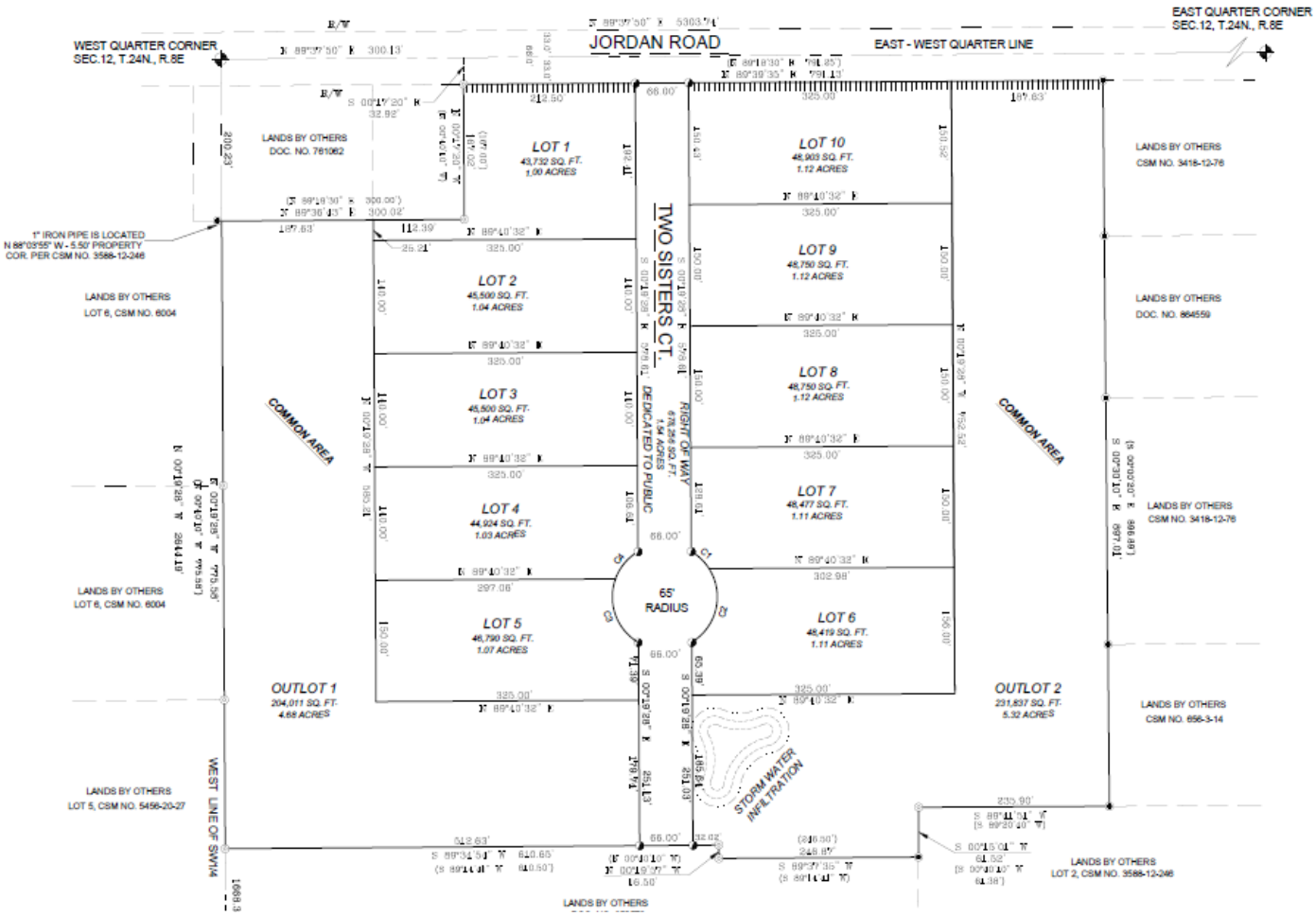
Background

The applicant is requesting an extraterritorial final subdivision plat review for a ten-lot subdivision situated northeast of the City of Stevens Point and within the City's Extraterritorial Boundary. A conceptual review of this development was presented at the March 02, 2020 Plan Commission. Discussions from the March 2020 Plan Commission meeting further stated that as the proposed subdivision is located farther away from the City and surrounded by other uses.

On April 5, 2021, the City Plan Commission conducted a preliminary extraterritorial subdivision plat review for the proposed subdivision. Overall, key changes requested by the Plan Commission was to convert the 20' utility easement directly south of the cul-de-sac back to 66' wide dedicated right-of-way. Should the City provide utility connections to the proposed subdivision in the future, having dedicated right-of-way would better accommodate utility connections into the area. Based on the Plan Commission's recommendation, the applicant updated the subdivision to reflect what is shown below.

As required by the City's Subdivision Ordinance, a proposed subdivision plat shall be reviewed and approved by the appropriate township and Portage County prior to the City reviewing the request. The Town of Hull Plan Commission approved the proposed subdivision plat on September 15, 2020, with the Town of Hull Board approving the plat on October 12, 2020. Due to the subject property being located within Portage County's Wellhead Protection C Zone, both the Town Plan Commission and Board approved a special exception to allow for the creation of lots less than two acres in size. The Portage County Board of Adjustment approved a variance request on November 16, 2020 to allow for the

creation of lots less than two acres in size. The Portage County Planning and Zoning Committee approved the proposed subdivision plat on February 23, 2021.



With the Town of Hull and Portage County reviewing and approving the proposed subdivision plat, the City's Plan Commission and Common Council is required to review both the preliminary and final subdivision plat. The following describes the aforementioned requirement.

Ch. 20.03 REQUIRED PLAT AND CERTIFIED SURVEY MAP APPROVAL.

Any division of land within the City or its extraterritorial jurisdiction as described in 20.02 herein shall be surveyed and a plat or certified survey map thereof submitted for approval, conditional approval, or rejection by the City Council. <u>This requirement shall also apply for any division of land within the City's extraterritorial jurisdiction.</u>

The subdivision request has been reviewed and is described below.

Standards of Review

A preliminary plat or final plat of any major or minor subdivision in the City of Stevens Point or in the extraterritorial area shall not be approved unless the Plan Commission and the Common Council determine that adequate public facilities and public services are available to support and service the area of the proposed subdivision, unless the City finds the major or minor plat are in an area not likely to be included in the City's future growth zone. In considering the questions of

adequacy of public facilities and public services as set forth above, the Plan Commission and Common Council shall consider but not be limited to:

1. **The nature, extent and size of the proposed subdivision and its impact in terms of the estimated increase in population expected to result.**

   Analysis: The subject property is approximately 22.32 acres in size. Ten lots are proposed to be created at a size ranging from one acre to 1.12 acres. The remaining acreage is intended to be utilized as common space or to house a stormwater infiltration pond. Lots are proposed to be served by private septic systems and served by a cul-de-sac road proposed to be located off Jordan Road, a 66' wide extension of the right of way to the south of the property is proposed for a future roadway.

   Findings: The proposal is for a low density subdivision located northeast of the City's municipal limits. These 1-1.12 acre lots on over 22 acres of land is arguably not the most efficient use of land. This sprawling development would present further expansion away from the City and would prove costly in the future should municipal services be needed. It should be noted that given the distance the subject property is away from the City, along with a high degree of residential uses nearby, it is less likely that future utility connections would occur.

2. **The present or projected state of development likely to result when said subdivision is developed with projected densities as anticipated by adopted area Comprehensive Plans and currently approved subdivisions in the immediate vicinity of the proposed subdivision.**

   Analysis: The proposed subdivision provides low-density residential subdivision northeast of the City's municipal boundary.

   Findings: Surrounding subdivisions are low-density, and the Portage County Comprehensive Plan provides future land use recommendations for lots within the Town of Hull. The Portage County Comprehensive Plan Future Land Use Map classifies the subject property for rural residential use. Based on the use proposed and size of residential lots, City staff believes that the submitted plat meets the intended future land use of the lot. Additionally, the Town of Hull administers development standards for the construction of subdivisions. These standards include lot size and road infrastructure requirements, to name a few. The Portage County Planning & Zoning Committee, along with the County Board of Adjustment, has determined that adopted subdivisions standards by the County and Town of Hull are met. As these subdivision standards are uniform across all current and future subdivisions in the Town, staff believes that the proposed development is consistent with neighboring subdivisions.

3. **The avoidance of expenditures of public funds necessitated by the proposed subdivision which are not in adopted capital or operating budgets. For subdivisions in the City of Stevens Point, the applicant shall furnish data requested by the Director of Public Works, Water Utility Manager, Traffic Engineer and Director of Planning and Development who will coordinate statements of adequacy for transportation, storm sewer, sanitary sewer, water service, fire and police protection, parks, open space, and recreation and school facilities for the Plan Commission and the Common Council.**

   Analysis: The subject property is located outside of the City and is located within its extraterritorial boundary.

   Findings: While no City funds are being spent due to the property's location outside of City limits, this location would have significant future costs should these created lots require municipal services in the future.

Land Divisions or Subdivisions in Extraterritorial Plat Approval Jurisdiction. In addition to all other provisions contained in this Ordinance, the Plan Commission may recommend or approve the subdividing of lands in the extraterritorial plat approval jurisdiction based on the applicable criteria and policies contained in this ordinance and the Comprehensive Plan. The Plan Commission shall not consider any subdivision or land division which did not have prior approval by the approving authorities for both the Town(s) and Portage County. The Plan Commission may require any conditions in the approval of a subdivision or land division, including the use of any restrictive covenant.

Criteria for Nonagricultural Subdivision or Land Division. In the case of nonagricultural lands, the Plan Commission may recommend approval of a subdivision to the Common Council or may grant approval of a land division provided that the Plan Commission shall determine that the proposed subdivision or land division complies with all of the following criteria:

1. **The proposed subdivision or land division shall be compatible with adjacent land uses and shall maintain the general land use pattern of the area in question.**

   Analysis: The subject property is located within the Town of Hull and within the City's exterritorial review boundary. The proposed subdivision is located near an existing subdivision to the west that consists of large lot, single-family development. A future planned street located north of South Ponderosa Drive, situated west of the subject property, indicates that future subdivision development could occur in the future. Properties of larger lot sizes are located to the north and south of the subject property, serving primarily industrial and agricultural uses. Jordan Pond and Highway 66 are located to the east.

   Findings: The area around the subject property consists of primarily of residential, recreational, and commercial uses to the north and east, with residential uses to the east and west. Neighboring residential uses are for single-family use situated on lots 1-1.5 acres in size. Staff believes that the proposed single-family use of the subdivision is compatible to the surrounding area.

2. **The proposed subdivision or land division shall result in a development pattern which is compatible with surrounding developments and land uses. Measures of compatibility shall consider at least but not limited to lot sizes, traffic generation, access, noise and visual features.**

   Analysis: See standard one above.

   Findings: This standard is met.

3. **The proposed subdivision or land division and the resulting development shall not demonstrably adversely affect the City's ability to provide future public utilities, install future public improvements or accomplish future annexations. The Plan Commission may consider annexation agreements with the property owner in order to comply with this requirement. The Plan Commission may also consider whether the City and Town(s) have reached an agreement on necessary public improvements and public services facilities required to serve the development.**

   Analysis: The subject property is located approximately 1.02 miles away from the closest property located in City limits. The City does not have a boundary agreement with the Town of Hull for this area and cannot immediately annex it as the property is not contiguous with the City.

   Findings: Providing future utility connections to the proposed subdivision and surrounding area would be challenging due to the larger lot sizes present and a difficulty of right-of-way connections between adjacent subdivision developments. 66' of dedicated right-of-way located to the south of the cul-de-sac is a sufficient foundation for improving the City's ability to serve the subdivision with utilities in the future.

4. **The proposed subdivision or land division shall comply with one of the following:**

    a. **The proposed subdivision or land division shall represent infilling of vacant land. Infilling is defined as a subdivision or land division which will accommodate the development of vacant land located such that surrounding existing land uses render the land impractical for any but similar uses.**

    b. **The proposed subdivision or land division shall provide permanent open space lands for use by the general public in conformance with the adopted Parks and Open Space Plan for Portage County, Wisconsin, the City of Stevens Point adopted Parks and Open Space Plan or the City's other adopted Comprehensive Plan elements. The permanent open space lands shall be accessible and open for use by the general public.**

Analysis: While the proposed subdivision is will result in a sprawl development, staff believes that the common space lots provided along the perimeter of the lots provide ample open space to be utilized by residents of these created lots. Additionally, the proposed subdivision is located adjacent to Portage County's Jordan Park, which offers sufficient recreational opportunities for residents.

Findings: This standard is met.

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR SUBDIVISION APPROVAL

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**		**Fee Paid**	
Associated Applications (if any)				**Assigned Case Manager**			
Pre-Application Conference Date				**Major Subdivision** ☐		**Minor Subdivision** ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Rettler Corporation	**Contact Name**	
Address	3317 Business Park Dr.	**Address**	
City, State, Zip	Stevens Point, WI, 54482	**City, State, Zip**	
Telephone	715-341-2633	**Telephone**	
Fax		**Fax**	
Email	ross@rettler.com	**Email**	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☒)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Kyle Kluck	**Owner's Name**	
Address	5628 State Highway 66	**Address**	
City, State, Zip	Stevens Point, WI, 54481	**City, State, Zip**	
Telephone	715-340-0763	**Telephone**	
Fax		**Fax**	
Email	kylekluckexcavating@gmail.com	**Email**	

PROJECT SUMMARY

Subdivision Name	Two Sisters Subdivision	**Former Subdivision Name (if any)**	NA
Area of Subject Property (Acres/Sq Ft)	22.33 Acres / 972,863 Sq. Ft.	**Proposed Number of Lots**	10
Project Address:	5573-5653 Jordan Rd. Stevens Point, WI 54482 (Town of Hull)		

Parcel 1 – Assessor's Parcel ID Number	Parcel 2 – Assessor's Parcel ID Number (if needed)	Parcel 3 – Assessor's Parcel ID Number (if needed)
020-24-0812-10.09		

Current Use of Subject Property	Vacant
Proposed Use of Subject Property	Residential
Designated Future Land Use Category	**Current Zone District(s)**
Rural Residential	R2 - Residential
Is there an associated request for a Zoning Map Amendment? If yes provide the application Number?	NA

Number of Residential Units Proposed	Proposed Gross Residential Density	Commercial Space Proposed Sq. Ft.
10	0.45 Units / Acre	NA
Common Open Space Proposed Sq. Ft.	**Primary Open Space Designations (Cluster)**	**Secondary Open Space Designation (Cluster)**
10.00 Acres	NA	NA

Source of Utilities:				Streets Created or Extended as part of Subdivision? If Yes What Types?
Water	Well	Sewer	Septic	Two Sisters Ct. (cul-de-sac)

Number of Each Type of Building and Individual Units		Proposed Density (Units/Acre)
Single-Family House	10	1unit / 2.23 Acres (0.45 Units / Acre)
Attached House (duplex)	NA	NA
Row House (Number of Units)	NA	NA
Apartment (Number of Units)	NA	NA
Commercial Building	NA	NA
Mixed Use Building (number of residential units)	NA	NA
Industrial Building	NA	NA
Civic Building / Institutional	NA	NA
Open Lot	NA	NA

Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

The proposed development includes the subdivision of a 22.33 acre parcel into 10, 1 acre lots with 10 acres of common space surrounding and buffering the development. Word to develop the ROW as part of the subdivision is scheduled to begin in the summer of 2021.

Current Zoning Surrounding Subject Property			
North:		South:	
East:		West:	[redacted]

Current Land Use Surrounding Subject Property			
North:		South:	
East:	[redacted]	West:	

EXHIBITS (MAJOR SUBDIVISION)

		Additional Exhibits If Any (List):
Owner Information Sheet	☐	
Letter to District Alderperson	☐	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☒	
Site Plan (designating primary, side, and service street frontages)	☐	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
Open Space Plan if Cluster Subdivision	☐	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (including any equivalent alternative landscaping requests)	☐	
Stormwater Plan	☐	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	04/09/2021		

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

_____
Department of Administration

TWO SISTERS SUBDIVISION

A SUBDIVISION PLAT OF TWO SISTERS SUBDIVISION, BEING LOT 1, CERTIFIED SURVEY MAP NO. 3588, VOLUME 12, PAGE 246, BEING PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, SECTION 12, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, BENJAMIN KLITZKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT BY THE DIRECTION OF KYLE KLUCK INVESTMENTS LLC, I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING DESCRIBED PARCEL OF LAND.

A PARCEL OF LAND CONTAINING 972,857SQUARE FEET (22.33 ACRES) LOT 1, CERTIFIED SURVEY MAP NO. 3588, VOLUME 12, PAGE 246, LOCATED IN PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, SECTION 12, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

THAT I HAVE COMPLIED FULLY WITH THE CURRENT PROVISIONS OF CHAPTER 236 AND CHAPTER A-E7 OF THE REVISED WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF PORTAGE COUNTY IN SURVEYING, DIVIDING, AND MAPPING.

THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED.

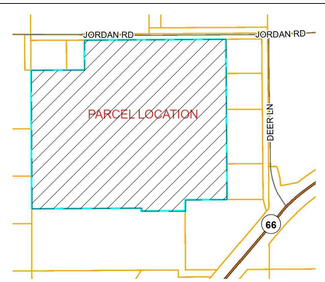
CERTIFIED THIS 13TH DAY OF APRIL, 2021.

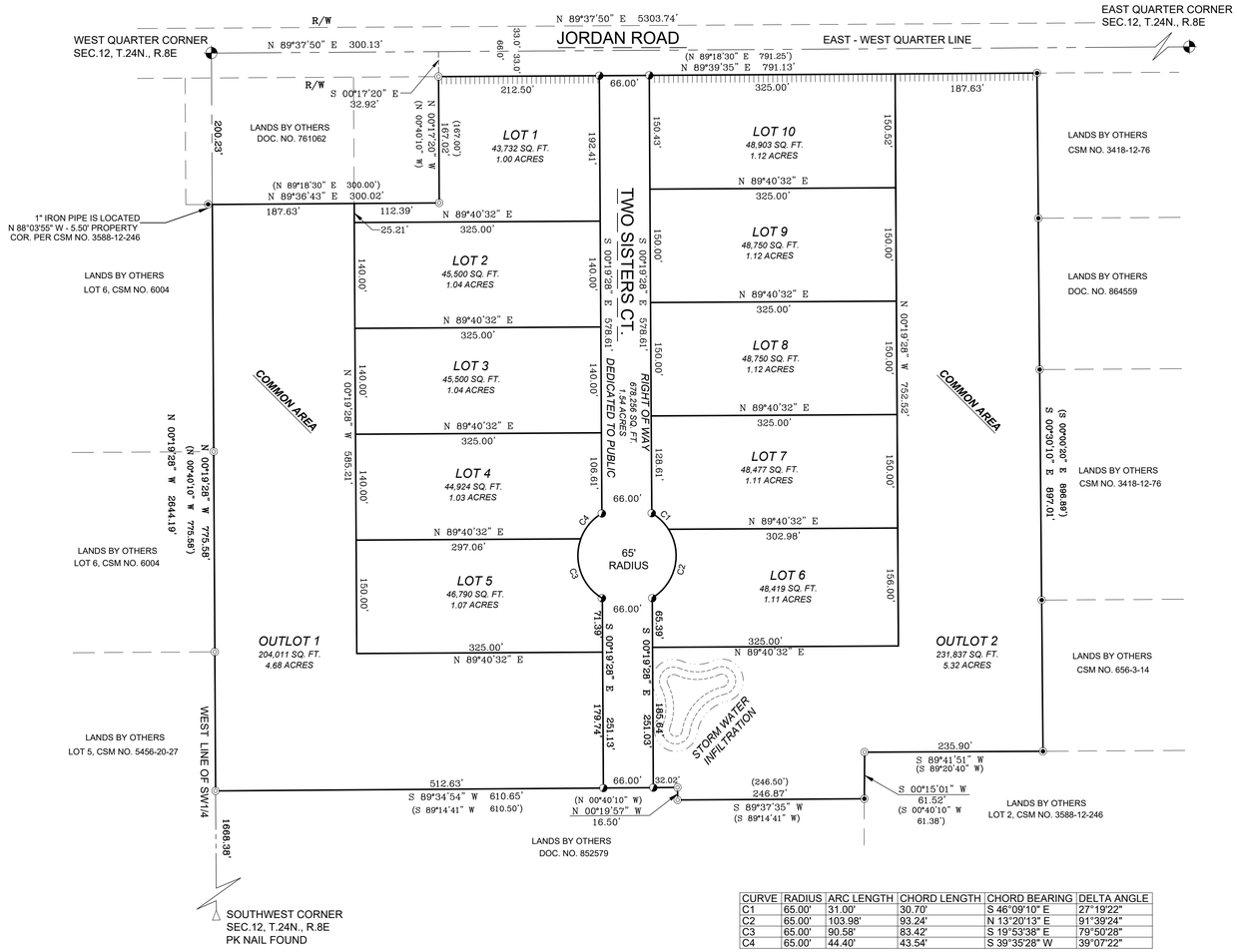
SIGNED:_____
BENJAMIN KLITZKE PLS 2746

UTILITY EASEMENTS

NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF s. 236.32 OF THE REVISED WISCONSIN STATUTES. UTILITY EASEMENTS ARE HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREAS.
THE UTILITY EASEMENT INCLUDES THE RIGHT OF THE UTILITY TO TRIM OR REMOVE ANY OR ALL TREES WITHIN THE EASEMENT WHICH WOULD INTERFERE WITH THE CONSTRUCTION OR MAINTENANCE OF THE UTILITY.

VICINITY MAP





CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	65.00'	31.00'	30.70'	S 46°09'10" E	27°19'22"
C2	65.00'	103.98'	93.24'	N 13°20'13" E	91°39'24"
C3	65.00'	90.58'	83.42'	S 19°53'38" E	79°50'28"
C4	65.00'	44.40'	43.54'	S 39°35'28" W	39°07'22"

0' 100' 200' 300'

SCALE 1" = 100'

BASE FOR BEARING

BASE FOR BEARING IS THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 12, T.24N, R.8E, HAVING A BEARING OF N 00°19'28" W USING THE PORTAGE COUNTY COORDINATE SYSTEM. NAD83 (2011)

LEGEND

- HARRISON CAST IRON MONUMENT FOUND
- 3/4" REBAR FOUND
- 1 1/4" REBAR FOUND
- 1" IRON PIPE FOUND
- 1 1/4" X 18" REBAR SET 4.30 LBS/FT
  ALL OTHER LOT CORNERS SET WITH A 3/4" X 18" REBAR WEIGHING 1.502 LBS/FT
- ( ) RECORDED AS
- DENOTES NO ACCESS

DEVELOPER

KYLE KLUCK INVESTMENTS, LLC
5628 STATE HIGHWAY 66
STEVENS POINT, WI 54482

SURVEYOR

BENJAMIN KLITZKE, PLS #2746
RETTLER CORPORATION
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PHONE (715)341-2633
FAX (715)341-0431

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RETTLER corporation
3317 Business Park Drive, Stevens Point, WI 54482
Telephone: 715 - 341 - 2633, Fax: 715 - 341 - 0431
email: info @ rettler.com, website: www.rettler.com

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

_____
Department of Administration

TWO SISTERS SUBDIVISION

A SUBDIVISION PLAT OF TWO SISTERS SUBDIVISION, BEING LOT 1, CERTIFIED SURVEY MAP NO. 3588, VOLUME 12, PAGE 246, BEING PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, SECTION 12, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, BENJAMIN KLITZKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT BY THE DIRECTION OF KYLE KLUCK INVESTMENTS LLC, I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING DESCRIBED PARCEL OF LAND.

A PARCEL OF LAND CONTAINING 972,857 SQUARE FEET (22.33 ACRES) BEING LOT 1, CERTIFIED SURVEY MAP NO. 3588, VOLUME 12, PAGE 246, LOCATED IN PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, SECTION 12, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SECTION 12, TOWNSHIP 24 NORTH, RANGE 8 EAST;

THENCE N 89°37'50" E, ALONG THE NORTH LINE OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, 300.13 FEET;

THENCE S 00°17'20" E, 32.92 FEET TO THE SOUTH RIGHT OF WAY OF JORDAN ROAD BEING THE POINT OF BEGINNING OF THIS DESCRIPTION;

THENCE N 89°39' 35" E, ALONG THE SAID SOUTH RIGHT OF WAY OF JORDAN ROAD, 791.13 FEET;

THENCE S 00°30'10" E, 897.01 FEET;

THENCE S 89°41'51" W, 235.90 FEET;

THENCE S 00°15'01" E, 61.52 FEET;

THENCE S 89°37'35" W, 246.87 FEET;

THENCE N 00°19'57" W, 16.50 FEET;

THENCE S 89°34'54" W, 610.65 FEET TO THE WEST LINE OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER;

THENCE N 00°19'28" W, ALONG THE SAID WEST LINE, 775.58 FEET;

THENCE N 89°36'43" E, 300.02 FEET;

THENCE N 00°17'20" W, 167.02 FEET TO THE POINT OF BEGINNING, THERE TERMINATING.

THAT I HAVE COMPLIED FULLY WITH THE CURRENT PROVISIONS OF CHAPTER 236 AND CHAPTER A-E7 OF THE REVISED WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE PORTAGE COUNTY IN SURVEYING, DIVIDING, AND MAPPING.

THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED.

CERTIFIED THIS _____DAY OF _____, 2021

SIGNED:_____
BENJAMIN KLITZKE PLS 2746

CORPORATE OWNER'S CERTIFICATE OF DEDICATION

KYLE KLUCK INVESTMENTS LLC, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED, AS REPRESENTED ON THIS PLAT.

KYLE KLUCK INVESTMENTS LLC, DOES FURTHER CERTIFY THAT THIS PLAT IS REQUIRED BY s.236.10 OR s.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

STATE OF WISCONSIN-DEPARTMENT OF ADMINISTRATION
TOWN OF HULL

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS_____DAY OF_____, 2021.

IN THE PRESENCE OF:

SIGNED_____
KYLE KLUCK

STATE OF WISCONSIN)
PORTAGE COUNTY)SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2021.
CYT R INVESTMENT LLC, REPRESENTED BY RYAN HYER, TO ME KNOWN TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT.

_____
NOTARY PUBLIC MY COMISSION EXPIRES

TOWN BOARD APPROVAL CERTIFICATE

THE FOREGOING SUBDIVISION PLAT, TWO SISTERS SUBDIVISION, HAS BEEN SUBMITTED TO THE TOWN OF HULL BOARD FOR REVIEW AND APPROVAL AS TO CONFORMITY WITH TOWN ORDINANCES, TOWN ROADS, TOWN EASEMENTS AND OTHER TOWN PROPERTY AS THE CASE MAY BE,

THIS _____DAY OF _____, 2021

_____
DAVE WILZ, TOWN CHAIRPERSON

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE TOWN OF HULL BOARD.

_____
JUDITH HOLLEY, TOWN CLERK

STATE OF WISCONSIN)
COUNTY OF PORTAGE) SS

I, JUDITH HOLLEY, BEING THE DULY ELECTED, QUALIFIED AND ACTING CLERK OF THE TOWN OF HULL, PORTAGE COUNTY, DO HEREBY CERTIFY THAT THE TOWN BOARD OF THE TOWN OF HULL PASSED RESOLUTION NUMBER_____ ON _____, 2021, AUTHORIZING ME TO ISSUE A CERTIFICATE OF APPROVAL OF THE FINAL PLAT OF "TWO SISTERS SUBDIVISION", UPON SATISFACTION OF CERTAIN CONDITIONS, AND I DO HEREBY CERTIFY THAT ALL CONDITIONS WERE SATISFIED AND THE APPROVAL WAS GRANTED AND EFFECTIVE ON THE _____DAY OF _____, 2021

_____
JUDITH HOLLEY, TOWN CLERK

COUNTY TREASURER CERTIFICATE

I, PAMELA R. PRZYBELSKI, PORTAGE COUNTY TREASURER, DO HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF

THIS_____DAY OF_____, 2021, AFFECTING THE PLAT OF "TWO SISTERS SUBDIVISION".

SIGNED_____
PAMELA R. PRZYBELSKI

PORTAGE COUNTY PLANNING AND ZONING CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT COMPLIES WITH THE PROVISIONS OF SECTION 7 OF THE PORTAGE COUNTY SUBDIVISION REGULATIONS SUBJECT TO ANY AND ALL CONDITIONS THAT MAY BE ATTACHED HERETO AND HAS BEEN REVIEWED AND APPROVED BY THE PORTAGE COUNTY PLANNING AND ZONING DEPARTMENT

THIS_____DAY OF_____, 2021, AFFECTING THE PLAT OF "TWO SISTERS SUBDIVISION."

SIGNED_____
PLANNING AND ZONING DATE

TOWN TREASURER CERTIFICATE

I, JAMES KRUZIKI, TOWN OF HULL TREASURER, DO HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF

THIS_____DAY OF_____, 2021, AFFECTING THE PLAT OF "TWO SISTERS SUBDIVISION."

SIGNED_____
JAMES KRUZIKI

CITY OF STEVENS POINT / ACCEPTANCE CERTIFICATE

I HEREBY CERTIFY THAT THIS MAP AND THE ACCOMPANYING INFORMATION IS HEREBY (APPROVED) (CONDITIONALLY APPROVED) PURSUANT TO THE BUILDING AND SAFETY ORDINANCES OF THE CITY OF STEVENS POINT ON THE BASIS OF THE FOLLOWING (FACTS) (CONDITIONS)

_____

_____

COMMUNITY DEVELOPMENT OFFICE

DEVELOPER

KYLE KLUCK INVESTMENTS, LLC
5628 STATE HIGHWAY 66
STEVENS POINT, WI 54482

SURVEYOR

BENJAMIN KLITZKE PLS#2746
RETTLER CORPORATION
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PHONE (715)341-2633
FAX (715)341-0431

THIS INSTRUMENT WAS DRAWN AND DRAFTED BY: BENJAMIN KLITZKE

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RETTLER corporation
3317 Business Park Drive, Stevens Point, WI 54482
Telephone: 715 - 341 - 2633, Fax: 715 - 341 - 0431
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PORTAGE COUNTY 1842 THE HEART OF WISCONSIN

PLANNING AND ZONING DEPARTMENT

1462 STRONGS AVENUE, STEVENS POINT, WI 54481 • PHONE: 715-346-1334 • FAX: 715-346-1677

REPORT TO PLANNING AND ZONING COMMITTEE

DATE: February 15, 2021

TO: Planning and Zoning Committee

FROM: Chris Mrdutt, Zoning Coordinator

SUBJECT: Modification of the Portage County Subdivision Ordinance and Preliminary Major Plat Review, Proposed Two Sisters Subdivision - Kyle Kluck

---

Petitioner: Kyle Kluck **Request Number:** MOD-2021-001 & PLAT-2021-001

Date of Request: January 16, 2020 **Date of Public Hearing:** February 23, 2021

Property PIN Number(s): 020-24-0812-10.09 **Acres:** 22.32

Property Address: South off Jordan Road, 700 feet West of Jordan and Deer Ln Intersection **Town of:** Hull

Legal Description: The NW¼ of the SW ¼ of Section 12, Township 24 North, Range 8 East

Existing Zoning: R2 Single Family Residence Zoning District

Description of Request: Modification of the Portage County Subdivision Ordinance in order to locate an access point on to Jordan Road, a Rural Major Collector, less than 300 feet to another access point, and to create a new residential lot (proposed lot 1) where a portion of the lot does not meet the 100-foot lot-width requirement in the R2 Single Family Residence Zoning District.

Preliminary Plat Review of the Two Sisters Subdivision per Section 7.4.7.2 of the Portage County Subdivision Ordinance.

Intent of Request

Kyle Kluck is proposing to subdivide the above described property as a Major Subdivision called Two Sisters Subdivision. Two Sisters Subdivision is designed around a centrally located cul-de-sac that has five, approximately, 1 acre lots located on both sides of the proposed road for a total of 10 proposed lots. Surrounding the lots is a common area (outlot 1).

A major subdivision is defined by the Portage County Subdivision Ordinance as a division of a lot, parcel, or tract of land by the subdivider, where the act of division or successive division creates five (5) or more lots or outlots of one and one-half (1½) acres each or less in area within a period of five (5) years or less. This property is zoned R2 Single Family Residence Zoning District which requires lots be at least 20,000 square feet. This property is also located in the Wellhead Zone C which requires lots to be at least 2 acres in size. Because these lots are proposed to be under 2 acres, a Variance from the Board of Adjustment was required to create these lots in the Wellhead C Zone.

Findings

1. The Town of Hull Plan Commission approved this proposed subdivision on September 15, 2020. The Town of Hull Board approved this proposed subdivision on October 12, 2020. Both the Plan Commission and Board acted on both the conceptual Subdivision Plan and the Special Exception request to create lots under 2 acres in the Wellhead C Zone. The Town Board did not attach any suggested conditions to their approval.

2. The Portage County Board of Adjustment approved the Variance request to approve 10 lots under 2 acres in the Wellhead C Zone on November 16, 2020. BOA attached the following conditions,
   1. Obtain a Portage County Zoning Permit.
   2. A stormwater plan must be approved by the Portage County Land and Water Conservation Division for the complete proposed subdivision.
   3. Deed restriction must be placed on the common open space (outlot) to ensure no structure is built on this outlot and that it remains in a natural wooded state.
   4. Septic Systems shall be installed in the rear yards of the proposed 10 lots.

   This subdivision could have been split into ten 2-acre parcels and the BOA Variance would not be required. However, this proposal keeps the density of the development the same on the property and the common area negates any negative impact of the smaller lots. The smaller ~1 acre lots make future municipal hook up more cost effective. The City of Stevens Point Public Works Department concurs with the previous statement.

3. The proposed entrance into the cul-de-sac is 212.5 feet east of a vacant lot. This vacant lot is a lot of record and a driveway is afforded for future development. Jordan Road is a Rural Major Collector with a 35-mph posted speed limit. The Portage County Subdivision Ordinance requires a 300-foot separation distance between access points. 7.1.6.1(5) of the Portage County Subdivision States, "Modifications. The Planning and Zoning Committee may permit modifications from the provisions of this section where no viable alternatives exist and where the application of these standards would create a hardship, but in no case shall a modification be permitted to Section 7.4.6.1(E)(1) which is less than the following minimum standards: Principal Arterial 850 feet, Minor Arterial 500 feet, Collectors 275 feet, EXCEPT on those road segments with a posted speed limit of 35 mph or less, modifications shall not be less than the following: Principal Arterial 500 feet, Minor Arterial 300 feet, Collectors 150 feet; this exception shall not apply where reduced or advisory speeds are associated with warning signs related to road hazards such as curves or other special conditions. The Planning and Zoning Committee shall be the only body having authority to reject a modification request." This Ordinance text allows the Planning and Zoning Committee the discretion to make the access separation requirement less than 300 feet. Considering the posted 35 mph speed limit on Jordan Road, a 150-feet access separation meets the Ordinance Language to allow the vacant lot the ability to put in a future driveway.

4. Lot one in the Two Sisters Subdivision has a rear portion of the lot (112.39 feet x 25.21 feet) that does not meet the 100-foot minimum lot width requirements in the R2 Single Family Residence Zoning District. A Modification of the Portage County Subdivision Ordinance is required to allow the owners of Lot 1 the ability to access the Common Area.

5. Portage County Subdivision Ordinance Section 7.4.7.2 (A)-(L) describes the detailed information that needs to be provided to the Committee and staff so a proper review and recommendation can be made. Rettler Corporation has been retained by Kyle Kluck to create a Preliminary Plat and to provide the detailed information the Ordinance requires.
   See attached Preliminary Plat of Two Sisters Subdivision and Preliminary Plat Review Memo provided by Rettler Corporation

6. Kyle Kluck has submitted covenant language that adequately addresses the BOA conditions. *See Attached Covenant Language.*

7. Kyle Kluck has agreed to the Town of Hull's Development Standards for Roads within Subdivisions and Non-Major Thoroughfares. *See Attached Documents.*

8. Kyle Kluck and Rettler Corporation are working with Portage County Land and Water Conservation Staff on a stormwater plan that will treat the road and an assumed impervious surface square footage for each lot. Preliminary analysis indicates that there is adequate room on the outlot to manage stormwater needs. A complete stormwater plan will be reviewed approved prior to final plat approval.

9. A soil test has been done on all proposed lots and shows that each lot will be able to have a conventional septic system located in the rear yard.

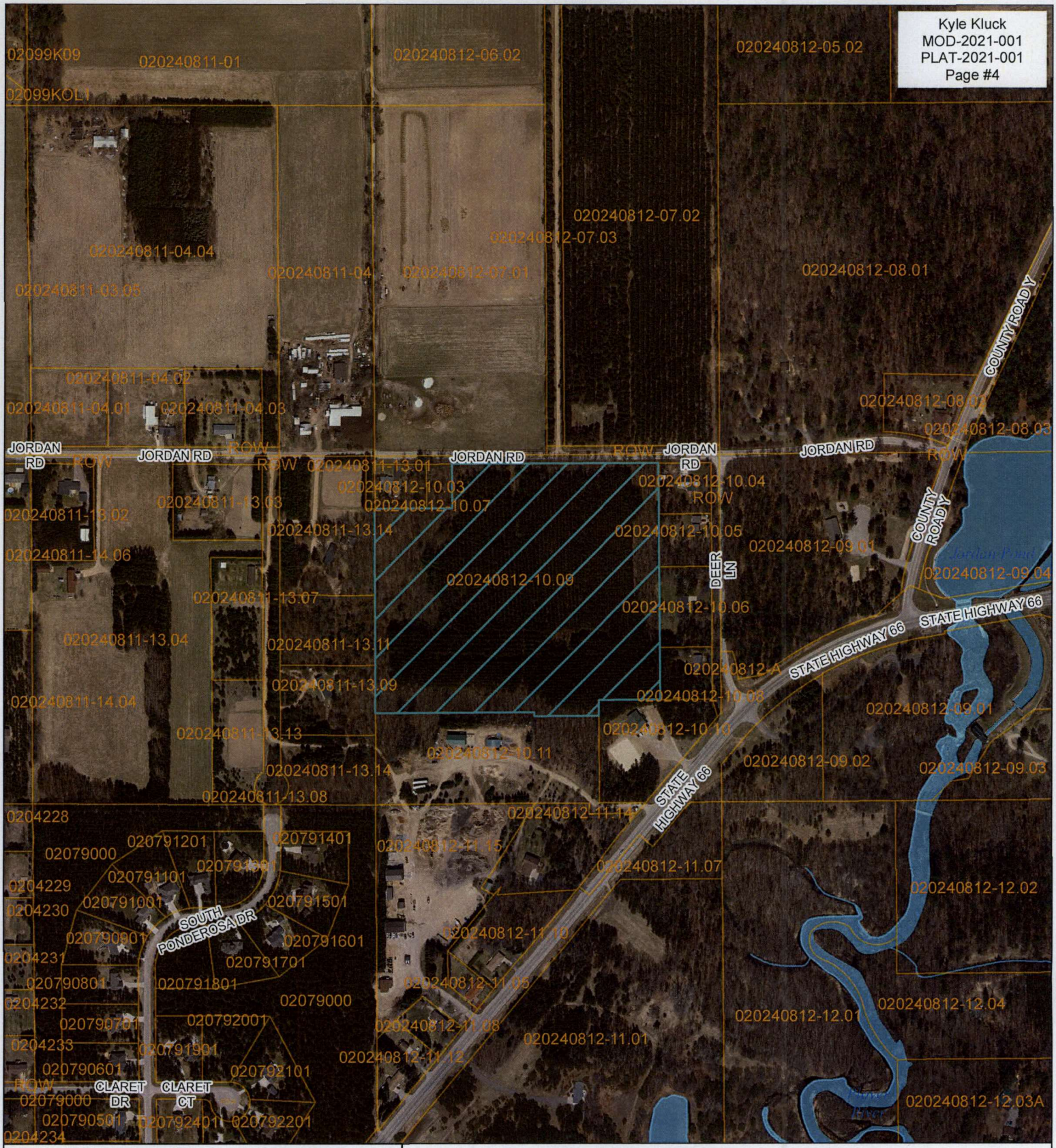
10. The City of Stevens Point Community Development Authority approved the conceptual layout of the Two Sisters Subdivision and will be presenting the Subdivision to their Committees for approval soon.

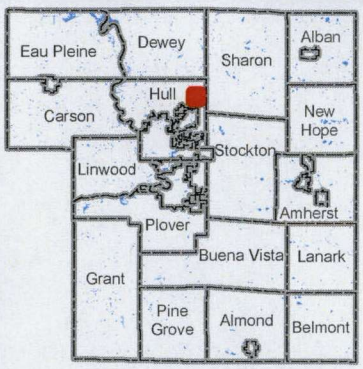
Planning Department Conclusions and Recommendations

(Subject to results of public hearing)

The Town of Hull has designated this area for single family residential use. A well-planned subdivision meets the intended purpose the Town and County have for this property. Based on the information that has been submitted by Kyle Kluck and Rettler Corporation, Portage County Planning and Zoning Department Staff believe this Major Subdivision satisfies the language found in Sec. 7.4.7.2 of the Portage County Subdivision Ordinance. This Major Subdivision along with the covenant language meets the conditions set forth by the Board of Adjustment. Approving the two modifications allows review and approval of the preliminary plat of the Two Sisters Major Subdivision. The reduced driveway separation of 150 feet meets the modification criteria due to the posted 35 mph speed limit and the strait flatness of Jordan Road. The Modification to allow a portion of Lot 1 to be under 100 feet wide allows the owners of the Lot the ability to access the Common Area. That allowance is a key feature in the development of this Major Subdivision consistent with open space design principles.

- Portage County Planning and Zoning Department recommends approval of the Modification to the Portage County Subdivision Ordinance to allow the driveway separation to the Two Sisters Subdivision be reduced from 300 feet to 150 feet.
- Portage County Planning and Zoning Department recommends approval of the Modification to the Portage County Subdivision Ordinance to allow 112.39 feet by 25.21 feet portion of lot one less than the required 100 feet lot width minimum.
- Portage County Planning and Zoning Department recommends approval of the Two Sisters Major Subdivision Preliminary Major Plat.





Site Overview

N

1 in = 500 feet

Subject Parcels

PETITIONER: Kyle Kluck

REQUEST NUMBER: MOD-2021-001 & PLAT-2021-001

LOCATION: West of Jordan Rd and Deer Ln
Stevens Point WI 54481, Town of Hull

DATE OF PUBLIC HEARING: 2/23/2021

DESCRIPTION OF REQUEST:
Modification of the Portage County Subdivision Ordinance and Preliminary Major Plat Review, Two Sisters Subdivision

SECTION: 12, T24N R8E

RETTLER corporation

Memorandum

PRELIMINARY PLAT REVIEW

PROJECT: PORTAGE COUNTY PLANNING & ZONING
KYLE KLUCK – TWO SISTERS SUBDIVISION

FROM: Rettler Corporation, Ross Rettler
TO: Portage County Zoning Coordinator, Chris Mrdutt
DATE: February 1, 2021
RE: Two Sisters Subdivision – Preliminary Plat Narrative

Mr. Mrdutt;

On behalf of Kyle Kluck, we are submitting a preliminary plat and storm water management narrative identifying a subdivision of land within the Town of Hull in Portage County. As part of this submittal Rettler Corporation would like to identify the ordinance and compliance summary within the plat and narratives as submitted. Below is a summary of the content shown as part of the submittal items as requested.

7.4.7.2 PRELIMINARY PLAT

The subdivider shall submit sufficient copies of the preliminary plat to the Planning and Zoning Department so that copies can be submitted by the Planning and Zoning Department to the agencies having authority to approve and object to plats under the provisions of Sections 236.10 and 236.12, Wisconsin Statutes. The preliminary plat, based upon exterior boundary survey by a registered land surveyor, shall be in sufficient detail to determine if all requirements have been met, shall be shown on a map at a scale of one (1) inch equals one hundred (100) feet, and shall include:

(Preliminary Plat Submitted by Rettler Corporation developed by Ben Klitzke, RLS is to scale as requested).

(A) All information required on the sketch plat as per Section 7.4.7.1;

(B) A location sketch showing the location of the site with respect to surrounding roads and landmarks (not required for minor subdivisions), and any quarter-quarter section line, section line, township line, or range line within or abutting the proposed site;

(The vicinity map, surrounding roads, quarter, section and township lines have been identified on the preliminary plat).

(C) Lot layout including widths or depths, the location and size of any principal or accessory structures together with their setbacks from any abutting road right-of-way and abutting lot lines;

(Layout of ten (10), 1 acre lots are shown and dimensioned as part of the preliminary plat).

(D) Existing and proposed roads, utilities (the subdivider is encouraged to consult with appropriate utility companies prior to locating new utility easements), easements, parks, public access, community facilities and dedications or reservations of land;

(Jordan Rd. has been shown as the primary point of access on the north end of the subdivision. A 66' right-of-way for Two Sisters Ct. provides access south into the subdivision

off of Jordan Rd. A 20' utility, storm water, and ingress/egress easement has been shown running south from the end of the cul-de-sac to the south of the property for future utility additions. A 10.4-acre common space / out-lot is shown on the exterior, surrounding the residential lots as part of the subdivision. A community trail will be installed within the common space. Each resident will take access to the trail from the rear of their lot. Additional access to the community space and trail system will be provided through the 20' easement shown on the south end of the cul-de-sac.)

(E) Land characteristics including soil conditions, seasonally wet areas, rock outcrops and areas with slopes over twelve percent (12%), delineation of the 100-year flood boundary and floodway boundary, waterways, ditches, and shorelines; at their discretion, the Planning and Zoning Department may also require appropriate topographic data to be shown;

(No flood hazards, or delineated water ways or wetlands existing on site. Site Topographic information is shown on the preliminary plat with 1' LIDAR data provided by Portage County).

(F) Proposed filling, grading, lagooning, dredging, or surface drainage;

(Not Applicable)

(G) Delineation of any areas of restricted access along public roads which are within or abutting the proposed development, including access restrictions imposed by the Wisconsin Department of Transportation or by this ordinance. This shall include the location of existing access points along both sides of the road(s), together with the required access separations as specified in Section 7.4.6.1(E)(1) of this ordinance;

(Not Applicable)

(H) Proposed subdivision name and proposed road names;

(The subdivision name "Two Sisters Subdivision" and the cul-de-sac road name "Two Sisters Court" is identified on the Preliminary Plat).

(I) Any proposed restrictive covenants for the land involved shall be stated;

(Provided as part of a separate document by Kyle Kluck).

(J) Results of any required groundwater monitoring or testing as per Section 7.4.6.2 of this ordinance;

(Not Applicable)

(K) The approximate area, in square feet, of each lot and outlot, exclusive of road right-of-way. As pertains to county plats and minor subdivisions, the approximate area, in square feet, shall also be shown which is exclusive of road right-of-way. The exact area, in square feet, shall be shown on the final document;

(Areas in square feet are shown for each lot and out-lot as part of the Preliminary Plat).

(L) The approximate area, in square feet, of any portion of a lot or out lot which is located within the boundaries of an incorporated municipality (city or village) and the approximate remaining area which is located outside the municipal boundaries. The exact area, in square feet, shall be shown on the final document.

(Areas in square feet are shown for each lot and out-lot as part of the Preliminary Plat).
The Planning and Zoning Committee shall approve, approve conditionally, or reject the preliminary plat within ninety (90) days, as provided by Section 236.11, Wisconsin Statutes. Failure of the Planning and Zoning Committee to act within ninety (90) days shall constitute approval, unless this time period is extended by mutual agreement with the subdivider.

Chris, thank you for your assistance as part of developing this preliminary plat document. Please contact us if you have questions concerning what has been submitted as part of the preliminary plat review process.

Sincerely,

Ross Rettler, PLA, ASLA
Partner

Two Sisters Subdivision

ARTICLE I
Preliminary Statements

Section 1.1 General. The restrictive covenants herein are established by Owner as a general plan for the improvements and development of the Property. Owner hereby declares that all of the lots in the Property are subject to the following restrictions, covenants, conditions, and reservations and that all of such lots are and shall be held, sold, occupied, conveyed and transferred subject to the restrictions, covenants, conditions, and reservations set forth herein. Each and every one of these restrictions, covenants, conditions, and reservations is for the benefit of each owner of any part of the Property and shall inure to and benefit every lot of the Two Sisters Subdivision and shall bind the respective successors in interest of the present Owner. These restrictions, covenants, conditions, and reservations imposed upon the lots of the subdivision, all of which are to be construed as restrictive covenants running with the title to the lots and with each and every parcel of the Property.

Section 1.2 Zoning. Owner currently is the owner in fee of the Property. As of the date of the recording of this Declaration the Property is zoned R2 Single Family Residence District and the lots may only be used for single family residential use.

Section 1.3 Utility Easements. One or more utility easements have been granted by the Owner to the Town of Hull ("Municipality") over portions of the Property ("Utility Easements"). The Owner reserves the right to grant additional Utility Easements to develop the Property. The Utility Easements are for the benefit of and are binding on successors in interest to the title ownership on any lot of the Property. The Utility Easements include the right of the Municipality (or its agents or assigns) to remove from the easement area any structure, trees, shrubbery, or other object or obstruction which in the municipality's opinion interferes with the utility facilities or the removal of which may be reasonably necessary for the construction or maintenance of the utility facilities. Lot owners are specifically prohibited from constructing any permanent structures over or within the easement areas. Lot owners may install landscaping or black-topping or similar improvements on the easement area. Provided, the lot owner shall be responsible for service restoration costs for landscaping and black topping which are required to be removed by the Municipality for the purpose of maintaining the utilities. The 20 ft easement at the south end of Two Sister Ct shall be used for utilities and ingress egress access.

Section 1.4 Storm Water Maintenance. As part of the development of the property, Portage County Planning and Zoning Department requires a Stormwater Management Plan be approved. This Stormwater Management Plan is designed to convey stormwater from the lots and public roadways to stormwater basin(s) located in the Common Area. All ditches, swales, and/or stormwater basin(s) identified in the Two Sisters Subdivision Stormwater Management Plan must remain in vegetation and cannot be filled and/or modified, unless said modification is approved by the Portage County Planning and

Zoning Department.

Section 1.5 US Postal Service/Mail Box Easements. US Postal Service shall have access to deliver mail. Location to be determined by developer.

ARTICLE II
Architectural Control and Protective Covenants and Restrictions

Section 2.1 Single-Family Residential Use. All of the lots of the Property are for single- family residential purposes only. No structure shall be erected, altered, placed or permitted to remain on any of these residential lots other than a single-family dwelling which has been constructed in accordance with the restrictions set forth herein.

Section 2.2 Restricted Uses. The use of said Property, or any part thereof, for business purposes is prohibited except for a home office that is located within the residential dwelling. No retail, wholesale or other commercial use shall at any time be constructed or operated on any lot. No building or structure intended or adapted for business purposes, and no apartment house, lodging house, rooming house, hospital, sanitarium, group living dwelling or professional office shall be erected, placed, permitted or maintained on any lot of the Property, or any part of any such lot. No second-hand or used building or structure shall be at any time moved or permitted on any lot of the Property. All improvements to any lot on the Property shall be limited to new construction consistent with a first-class private dwelling house and other structures permitted herein.

Section 2.3 Storage of Personal Property. No abandoned, junked or scrapped motor vehicles, equipment or machinery, including but not limited to automobiles, trucks, trailers, campers, buses, old machinery, appliances, mobile homes or other places of habitation which are on wheels or is of a portable nature, whether or not on wheels, may be placed on any lot in the Property, except to the extent that such item is fully enclosed in a permitted garage or structure. Truck trailer tractors and trailers, commonly referred to as "semis" or any similar truck rig shall not be maintained or parked at any time on any lot of the Property. Utility sheds must be built to the rear of all homes and must be harmonious with the house.

Section 2.4 Construction of Improvements. The construction of any residence or other permitted improvement shall be completed within one (1) year after commencement of such construction or improvement. Kyle Kluck Trucking and excavating Inc. shall do all, lot clearing, septic system & excavation work. Each residence dwelling shall be constructed with an attached or detached garage. Any unattached structure (including an unattached garage) must comply with the zoning code for accessory buildings as adopted by the Municipality. A maximum of two (2) detached structures may be built per residential dwelling on any lot. Each detached structure shall match the façade, style and roofing material of the residential dwelling. Each residential dwelling shall have an approved private onsite waste treatment system (POWTS). All POWTS are to be installed by Kyle Kluck Trucking and excavating Inc. All POWTS must be located in the rear yard behind the residence. Each residential dwelling shall meet the following minimum square footage requirements as determined by exterior building measurements exclusive of porches,

breezeways, basements and garages:

Design of Residence	Minimum Square Footage
Two Story	2,200 square feet
Single Story	1,600 square feet

Section 2.5 Service and Energy Structures. No radio, television or other electronic receiving or sending device or structure may exceed a height of sixty (30) feet and no such structure shall be placed in the front yard of any residential dwelling or front half of any vacant lot. Windmills, watermills, and other structures for the generation of energy and power shall not be permitted on any lot of the Property. Satellite receiving or sending dishes shall be permitted only if they are two (2) feet or less in diameter and are placed to the rear of any dwelling home. Solar panels shall be permitted only if they are placed to the rear of any residential dwelling or placed in the rear yard. All service wiring and piping, including but not limited to electrical, gas, oil, water, sewer, telephone, cable TV, etc., connected to any permitted structure on a lot shall be underground from the source in the public street or any permitted utility easement.

Section 2.6 Fences. Ornamental fences, which is a fence that is 50% or less opaque, are permitted upon issuance of a building permit to the lot owner. The ornamental fence shall be adjacent to the lot line and shall not exceed the height of four feet when located in the front yard. An ornamental fence specifically excludes chain link or wire fences. In addition to the restrictions herein, fences must comply with all zoning requirements.

Section 2.7 Restricted Activities. No noxious, dangerous, offensive or nuisance activity shall be carried on upon any lot in the Property; nor shall anything be done on any such lot in the Property which may be, or which may become an annoyance or nuisance to any owner of a lot in the Property. No animals, livestock, pets or poultry of any kind shall be raised, bred or kept on any lot of the Property, except that household pets for non-commercial purposes may be kept provided that they are housed in the residence or a doghouse and fenced pen. Any doghouse and fenced pen must be constructed to the rear of any residential dwelling. The doghouse and pen shall be built of materials of the same style, quality, appearance and type of construction as the residential dwelling, and must be maintained and kept in a clean, sanitary manner, so as not to be offensive to any owners of lots in the Property. All fencing for pens permitted herein must be of vinyl-clad metal or plastic covered metal.

Section 2.8 Construction Debris. All excess earth, stumps, slashings and construction debris must be removed from a lot within six (6) months from the beginning of construction of a permitted dwelling or structure on said lot. Under no circumstances shall any such debris be placed or dumped on any other lot in the Property.

Section 2.9 Trash and Refuse. No lot in the Property shall be used or maintained as a dumping ground for rubbish, trash. refuse, garbage or other waste. All rubbish, trash, refuse, garbage and other waste shall be kept in sanitary containers, stored in garage facilities servicing a lot and promptly and regularly disposed of by personal, municipal or private disposal service to such areas without the Property as may be approved by governmental law or regulation.

Section 2.10 Signs. No advertising of any nature or sign of any description shall be erected on or maintained upon any lot of the Property, except that a sign not exceeding one (1) square

foot in area may be erected at a point plainly visible from the public street adjoining any said lot for purposes of displaying the street address and name of owner or occupant of the residential dwelling. Notwithstanding the foregoing to the contrary, for temporary periods of time, not more than two (2) signs each four **(4)** square feet in area or less, may be erected on a lot in the Property for purposes of advertising the residence or lot for sale. Also, the Owner may install signs on the Property at the Owner's sole discretion for the purpose of identifying and promoting the subdivision.

Section 2.11 Prefabricated Structures. Mobile homes, trailers, prefabricated homes, factory-built homes, double-wides, manufactured housing, etc. shall not be permitted on any lot in the Property.

Section 2.12 Storage of Vehicles. Any permitted motor vehicles, trailers, boats, all-terrain vehicles, jet skis or other recreational vehicles, when not in use shall be stored in a permitted garage structure on a lot. To the extent that a garage structure is of insufficient size to store any such permitted vehicle, said vehicle shall be removed from the lot and stored outside the Property.

Section 2.13 Firewood. Any wood to be used as fuel for fireplaces or stoves on any lot of the Property shall be stored and/or piled in a permitted garage or neatly stacked (not to exceed one cord, 4' x 4' x 8') in the rear yard, but no closer than ten (10) feet to the rear perimeter lot line and forty (40) feet of any side perimeter lot line.

Section 2.14 Landscaping. All landscaping and driveways must be completed within one (1) year from the commencement of construction on any lot in the Property. All driveways and walkways shall be constructed with concrete, blacktop, terra-loc, brick, cobblestone or other comparable material. All driveways shall connect from the primary garage structure to the adjacent public street. Landscaping cannot impede designed stormwater flows in the Subdivision. Lawn irrigation must be installed within 1 year after home completion.

Section 2.15 Maintenance of Improvements. All permitted structures, permitted improvements and landscaping shall be maintained in good condition, repair and appearance at all times.

Section 2.16 Yard Light. A yard light is required on each lot. The yard light should be no higher than seven (7) feet or less than five (5) feet from the ground. The light should be located not less than forty (40) feet from the center line of the road and within fifteen (15) feet of the driveway. The wattage for such yard light shall not exceed 200 amps.

Section 2.17 Architectural Approvals. No building or structure shall be constructed, erected, materially altered or placed on any lot until the plans, specifications and site development plan are approved in writing by the undersigned Owner, or such representative as it may designate from time to time. If the Owner or their designated representative fails to approve or disapprove of any plans or specifications within ten (10) days after said plans and specifications have been submitted to the Owner or their designated representative, such approval shall not be required, providing that all dwellings, structures and improvements are constructed in compliance with the provisions of these restrictions and covenants. A complete written copy of all plans and specifications shall be provided to the Owner or their designated representative. Any amendment and variation to such plans or specification shall comply with

the provisions of this paragraph.

Section 2.18 Lot Splits. No lot in the Property may be divided into two or more building sites unless the property is rezoned to a Zoning District that would allow smaller lot sizes.

Section 2.19 Notice Regarding Adjoining Land Use. Notice is hereby given to all owners of lots within the Property that the Property adjoins and is in the vicinity of lands which are used for agricultural purposes, which may involve crop and animal production activities, the use of machinery and equipment, and the use of agricultural fertilizers and pesticides. Agricultural activities may involve the creation of dust and noise, and the presence of strong odors. The Property is located in an agricultural area and residents must expect that conditions which occur in agricultural areas may occur in or near the Property. Wisconsin has adopted a "Right to Farm" law which provides legal protection for agricultural activities against legal actions claiming nuisance. All lot buyers, by purchasing a lot, acknowledge this notice and consent to such activities.

Section 2.20. Use of common areas. Common areas that are owned in part by each lot owner shall have the right to use the area at their discretion but shall not at any time store any personal property on or build any improvement on any common area. No owner has the right to grant access to any common area to any individual or entity for any reason. No motorized vehicles shall be used on any common area including but not limited to automobiles, motorbikes, ATV's, and snowmobiles. The common area must remain in a wooded vegetated state. Acceptable forestry management practices can be utilized to harvest trees and promote regrowth of woody vegetation.

ARTICLE III
Enforcement

Section 3.1 Violations of Covenants. These covenants and restrictions may be enforced by the Owner or by any person claiming by, through, or under the Owner, or by any lot owner of the Property (the "Enforcing Owners"). Such persons may seek enforcement of these restrictions and covenants through judicial proceedings, in law or in equity, including but not limited to injunctive relief to compel compliance with the terms hereof or to prevent violations hereof In addition to the foregoing, the Owner shall have the right, whenever there shall have been built on any lot any structure which is in violation of these restrictions, to enter upon said lot where the violation occurs and summarily abate or remove the same at the expense of the lot owner. Any such entry or abatement or removal shall not be deemed a trespass.

Section 3.2 Expenses. If an Enforcing Owner hires legal counsel to enforce any of the foregoing covenants, restrictions, conditions or reservations, all costs incurred in the enforcement, including reasonable attorneys' fees, shall be paid by the owner of the lot or lots determined by a court of competent jurisdiction to have violated the provisions hereof (the "Offending Lot Owner") and such Enforcing Owners shall have a lien upon the lot or lots of the Offending Lot Owner to secure payment of all such legal expenses.

ARTICLE IV
General

Section 4.1 Waiver. No delay or omission on the part of the Owner, or any owner or owners of other lots in the Property in exercising any rights, power, or remedy herein provided, in the event of any breach of the restrictions, covenants, conditions or reservations herein contained, shall be construed as a waiver thereof or acquiescence therein; and no right of action shall accrue nor shall any action be brought or maintained by anyone whatsoever against the Owner or any owner or owners because of their failure to bring any action on account of any breach of these covenants, restrictions, conditions or reservations, or for imposing restrictions herein which may be enforceable by any such owner or owners.

Section 4.2 Severability. If any one or more of the foregoing covenants, restrictions, conditions or reservations is declared for any reason, by a court of competent jurisdiction, to be null and void, the judgment or decree shall not in any manner whatsoever affect, modify, change, abrogate or nullify any of the covenants, restrictions, conditions and reservations not declared to be void or unenforceable, but all of the remaining covenants, restrictions, conditions and reservations not expressly held to be void or unenforceable shall continue unimpaired and in full force and effect.

Section 4.3 Non-liability of Owner. Owner shall not in any way or manner be held liable or responsible for any violation of these restrictive covenants by any other person.

Section 4.4 Term and Extensions. These Restrictive Covenants shall continue for a term of thirty (30) years from the date these Restrictive Covenants are recorded, after which time these Restrictive Covenants shall automatically be extended for successive periods of ten (10) years, unless sooner terminated by a recorded instrument which has been executed by two-thirds (2/3rds) of the lot owners of Jordan Subdivision and their mortgagees, or solely by the Owner during the period often (10) years following the date hereof.

Items to think about and possibly add to covenants or to a Home Owner's Association.

1. How is ownership of common areas set up? Address in Home Owners Association
2. Use of Common areas. Section 2.20
3. Mailbox location and easement. Section 1.5.
4. Sprinkler systems mandatory? Section 2.14 is where it could be added.
5. Look at article 3 to see if this is what you were thinking of for enforcement of violations or if you will put something in the homeowner's association rules instead or in addition to this article.
6. Do you want to limit additional buildings being built if someone purchases multiple lots? So they can't buy multiple lots and build one house and then 2 more detached buildings on each extra lot they purchased. 2.4
7. Do you care about 2.16? Some subdivisions are adding this yard light requirement.
8. Perhaps you have different ideas for section 1.4?
9. Is there anything you want to address as far as the well and septic? Perhaps that you will be the installer of the septic? Or anything dealing with the type of septic system or size? **(Septic Systems must be installed in the rear yard behind the house.)**
10. Section 4.4. Do you have a different thought for length of these covenants?
11. Majority vote can make amendment to covenant. This will likely go in the homeowner's association rules?

KYLE KLUCK
INVESTMENTS
5628 State Hwy 66
Stevens Point, WI 54481
(715)340-0763

2/4/2021

We will construct TWO SISTERS CT according to Town Of Hull standards in Section 1

Kyle Kluck

ORDINANCE 2011-0228 Amending 2007-0305 ROAD STANDARDS

THE TOWN BOARD OF THE TOWN OF HULL, PORTAGE COUNTY, DOES ORDAIN AS FOLLOWS:

SECTION 1 DEVELOPMENT STANDARDS FOR ROADS WITHIN SUBDIVISIONS AND NON-MAJOR THOROUGHFARES.

The Town of Hull Board herein establishes development standards for new and reconstructed roads within subdivisions and non-major thoroughfares.

1. All road development and improvements for roads within subdivisions and non-major thoroughfares shall be at the developer's expense. Any damage done to existing roadway shall be repaired at the developer's expense and approved by the Town of Hull.
2. All developers shall have a qualified engineer design road height and stake out the road. Detailed drawings shall be provided to Town of Hull for approval prior to road construction.
3. All roads shall have a sixty-six (66) foot right-of-way (ROW). Actual traveled roadway shall be twenty-two (22) feet wide with three (3) foot shoulders on each side.
4. All traveled roadways shall be graded to the full width including side slopes and ditches.
5. The traveled roadway of twenty-two (22) feet in width shall be surfaced with three (3) inches of hot mix asphalt (blacktop) with a three (3) foot graveled shoulder on each side.
6. The twenty eight (28) foot roadway (**collector**) shall be under laid with eight (8) inches of compacted gravel in accordance with state approved standards. **Arterial** roads shall be under laid with six (6) inch compacted gravel in accordance with state approved standards. No debris shall be buried in the road right-of-way.
7. Town inspections shall occur prior to construction at the following regular intervals. Twenty-four hour notification to Town of Hull official required before each application below:
   - Random inspections at town's discretion.
   - Inspection and approval of sub-base before base course is laid.
   - Roadway needs to be stripped down to natural sub grade and filled to proper heights with approved sub-base, good fill, no clay or foreign material.
   - Inspection and approval of road base prior to blacktopping.
   - Final inspection and approval of finished roadway (base course, shouldering, blacktopping etc) prior to Town of Hull acceptance of road.
8. All required or necessary street signs, posts and labor shall be supplied by the Town at the expense of the developer.
9. All cul-de-sacs permanent or temporary shall have as a minimum one hundred-thirty (130) foot road right-of-way and a 86 foot paved cul-de-sac with three (3) foot shoulders and have the same road structure as the main roads. No more than four (4) lots with one (1) driveway per lot shall be permitted on each cul-de-sac. Forty-four (44) feet from edge of cul-de-sac out shall be free of trees, rocks, flower gardens, fences, sprinkle system, railroad ties and other obstructions (i.e. vehicles, trailers).
10. All driveway entries shall be reviewed by the town of Hull for the possible installation of culverts. Installation of culverts is at the expense of the developer and shall be at the size, location and specification as determined by the Town of Hull.
11. No street may interrupt or divert any natural drainage way. Properly sized culverts as determined by the Town of Hull and developers engineer may be required. A drainage easement shall be shown on any such Certifies Survey Map (CSM) or Plat submitted.

12. The road right of way (33 feet from the center line of the road) shall be free of trees, rocks, flower gardens, fences, sprinkler systems, railroad ties, and other obstructions.
13. Existing ditches shall not be filled without Town of Hull approval. Ditches created shall be seeded with the standard WIS DOT seed mixture (seed mixture NO. 20 for ditches is as follows: 6 – Kentucky Bluegrass, 24 – Hard Fescue, 40 – Tail Fescue, 30 – Perennial Rye Grass), shall have a minimum of 4" of black dirt and the bottom of ditches shall be at least 14" below the surface edge of the blacktop. The location and specification of new ditches shall receive prior approval from the Town of Hull. Ditch work shall be at the developers' expense.
14. Mailboxes shall be breakaway boxes located at least 4 feet from the paved blacktop. All mailboxes must meet US Postal Service requirements.
15. Intersection of a new road with an existing road shall have a 30' radius.
16. The developer shall file with the town board a surety bond, cashier's check, certified check or letter of credit upon a solvent bank located in Portage County prior to construction of the improvements above. The sum of the bond or check shall be at least equal to the cost of construction of the above improvements, as estimated by the town.
17. All road development and improvements shall be completed within one (1) year from the date approved by the Town of Hull Board.
18. Any changes or deviations from these standards require the Town of Hull approval prior to construction.

SECTION II REMEDIES

1. Penalty. Any person who fails to comply with the provisions of this ordinance shall upon conviction thereof, forfeit no less than $100.00 nor more than $1,000.00 and the costs of prosecution for each violation, and default of payment of such forfeiture and costs shall be imprisoned in the county jail until payment thereof for a period not to exceed six (6) months. Each day a violation exists or continues shall constitute a separate offense.
2. Developers who damage or do not follow standards in developing town roads shall repair damage or pay the cost including time and materials to bring roads up to standard
3. The Town of Hull may institute appropriate action or proceedings to enjoin violations of this ordinance.

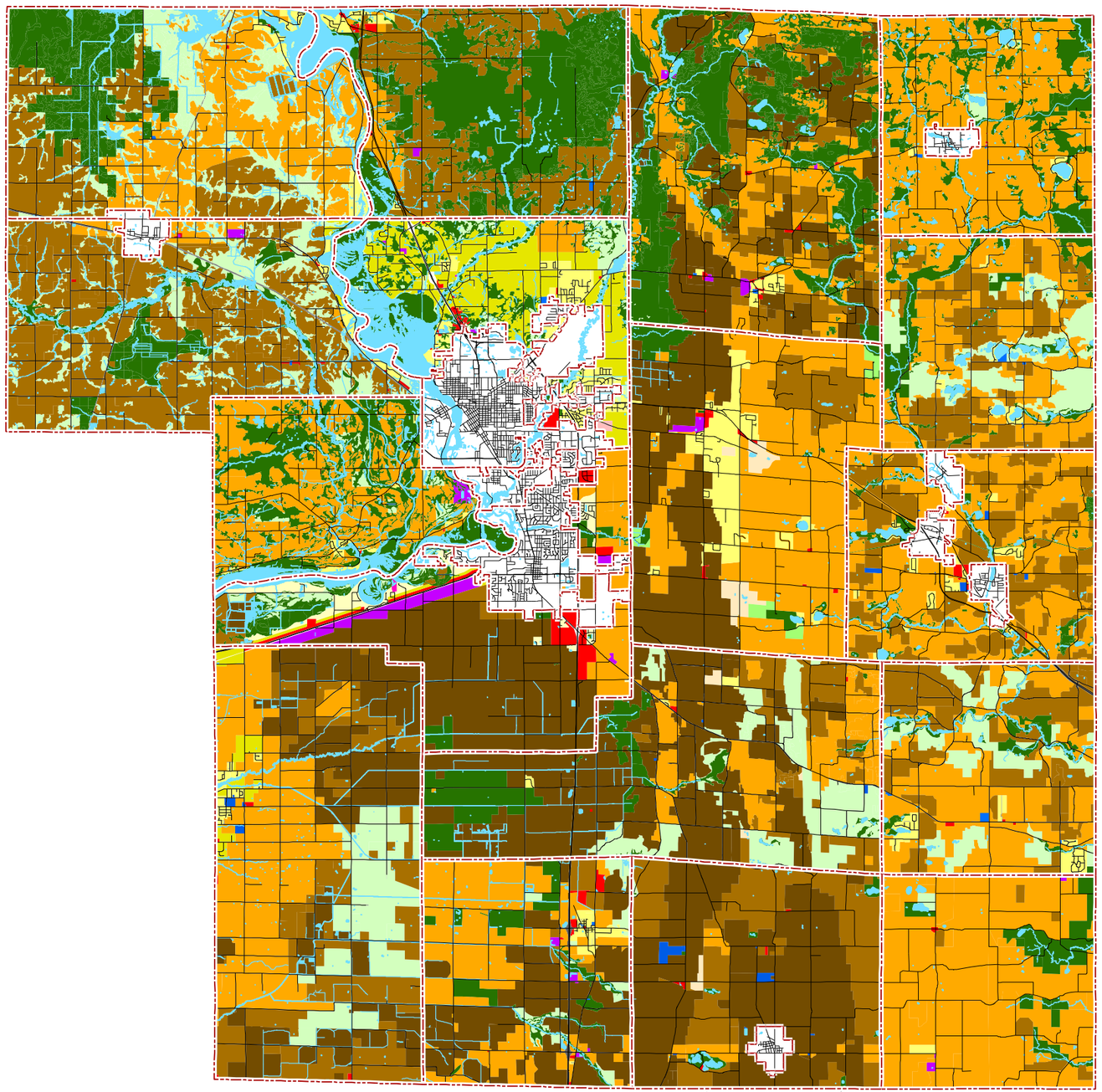
Adopted: 3/01/2004
Published: 3/10/2004

Amended: 3/5/2007
Published: 3/7/2007

Amended: 2/28/2011
Published: 5/27/2011

John W Holdridge, Chairperson

Attest: Janet R Wolle
Janet R Wolle, Clerk



Map 8.3 Generalized Futrue Land Use 2025

Future Land Use *

- Residential
- Rural Residential
- Commercial/Utilities
- Mixed Use Commercial
- L1 - Exclusive Agriculture
- L2 - General Agriculture
- L3 - Limited Ag/Mixed Use
- Industrial
- Mineral Extraction
- Institutional
- Natural Areas - Limited
- Natural Areas - Protected

*NOTE: Complete future land use information is available on the individual adopted Town Future Land Use Maps.

N W E S

Miles
0 1 2 4

Source: Portage County Planning & Zoning (2005)

Map Adopted: May 16, 2006

Portage County Comprehensive Plan

Portage County
Planning and Zoning
1462 Strongs Ave.
Stevens Point, WI 54481

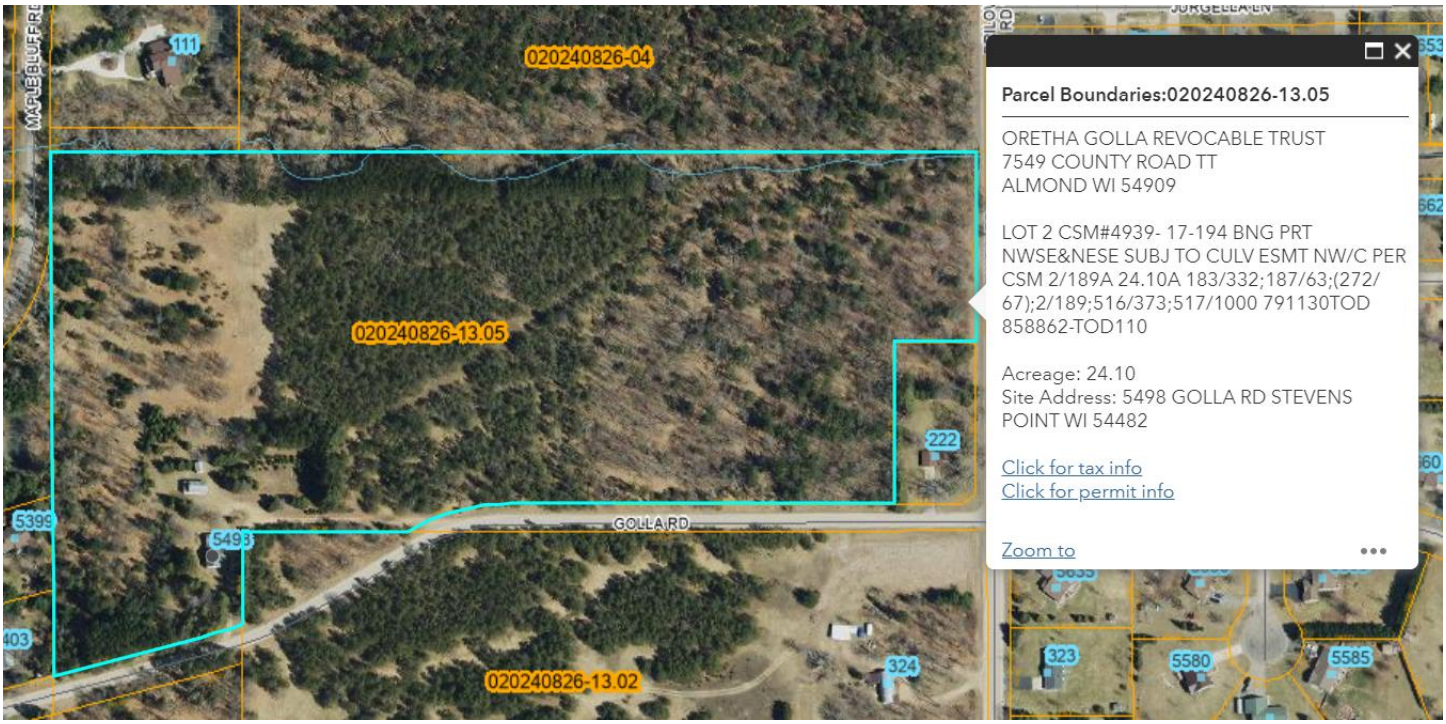
Administrative Staff Report

Preliminary Subdivision Plat Review
Golla Road & Brilowski Road
May 3, 2021

Department of Community Development

Applicant(s): • Jim Anderson **Staff:** • Ryan Kernosky, Director rkernosky@stevenspoint.com • Adam Kuhn, Associate Planner akuhn@stevenspoint.com **Parcel Number(s):** • 020240826-13.05 **Zone(s):** • County Zoning, proposed City "R-1" Suburban Single-Family Residential **Master Plan:** • Residential **Council District:** • N/A **Lot Information:** • 39 lots **Current Use:** • Vacant **Applicable Regulations:** • Ch. 20.03	**Request** 1. Public Hearing and action on a request from Jim Anderson for a preliminary subdivision plat review for a proposed 39-lot subdivision located at 5498 Golla Road (Parcel ID 020240826-13.05) in the Town of Hull. **Attachment(s)** 1. Application 2. Plat **Findings of Fact** 1. A total of 39 lots are proposed to be created off of a parcel 24.10 acres in size. 2. Each lot ranges from 0.46 acres to 1.41 acres in size. The remaining land will allow for the construction of a future street (Forest Creek Road) and associated stormwater swales. 3. A conceptual subdivision plat review took place on March 1st and April 5th, 2021. 4. The proposed subdivision is located within the Wellhead Protection Overlay District B. 5. The subject property is located within the Town of Hull. An annexation request would be submitted by the applicant should the preliminary and final subdivision plat review be approved. 6. Any division of land creating four or more lots requires a preliminary and final subdivision plat review. **Staff Recommendation** Approve the preliminary subdivision plat as presented for a new subdivision located at 5498 Golla Road.

Vicinity Map



Background

The applicant is requesting a preliminary subdivision plat review for a proposed 39-lot subdivision located north of Golla Road and west of Brilowski Road. Located within the Town of Hull, the subject property would be annexed into the City through an additional right-of-way annexation of Brilowski Road, south of Regent Street and to the northern property boundary of the subject property. While City staff typically requests road stubs into the property to the north, environmental preservation of lands situated to the north of the subject property was a high priority of City staff and the developer. Lost Creek flows along the northern property line and any additional road stubs would require additional land disturbance around the creek.

As shown on the proposed plat below, 33 of the proposed lots will have direct access of off a proposed street to be named “Forest Creek Road” or off of Golla Road. These lots range between 0.47 acres (20,438 sq ft) to 1.41 acres (61,288 sq ft) in size. The remaining six lots would have access off of Regent Street and Golla Road. These lots range from 0.44 acres (19,333 sq ft) and 0.45 acres (19,780 sq ft) in size. All 39 lots are requested to be zoned “R-1” Suburban Single-Family Residential. Performance standards for the “R-1” Suburban Single-Family Residential District are shown below.

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE	MIN. BLDG. WIDTH
Permitted Uses	Minimum 16,500 s.f.	Minimum 105' (lots of irregular shape due to street layout shall be a minimum of 100' at front bldg. Line)	35 ft.	Total of 25', one side not less than 12 ft.	Minimum 30 ft.	Minimum 30 ft.	Per 23.01(14)	1,200 sq.ft.	22 ft.
Accessory Building			20 ft.	10 ft.	30 ft.	10 ft.			

The City's Comprehensive Plan Extraterritorial Future Land Use Map identifies the subject property for residential use. By proposing a 39-lot subdivision, the proposed residential use is consistent with the City's Extraterritorial Future Land Use Map. Additionally, the subject property falls within the Wellhead Protection Overlay District B. Several added requirements are placed on lots located within the overlay district, such as minimum two-acre lot requirements. Although several lots in the area range from 0.50-0.75 acres in size, these lots were developed prior to the 1993 rule change requiring two-acre zoning lots. Given extraterritorial subdivision controls in place, it is unlikely that the City would allow lots greater than two acres within this area. Additionally, planning for future subdivision growth north and east of the subject property would likely occur via utility extensions off of Brilowski Road—thereby protecting the Wellhead Protection B District from having concentrated private wells and septic systems.

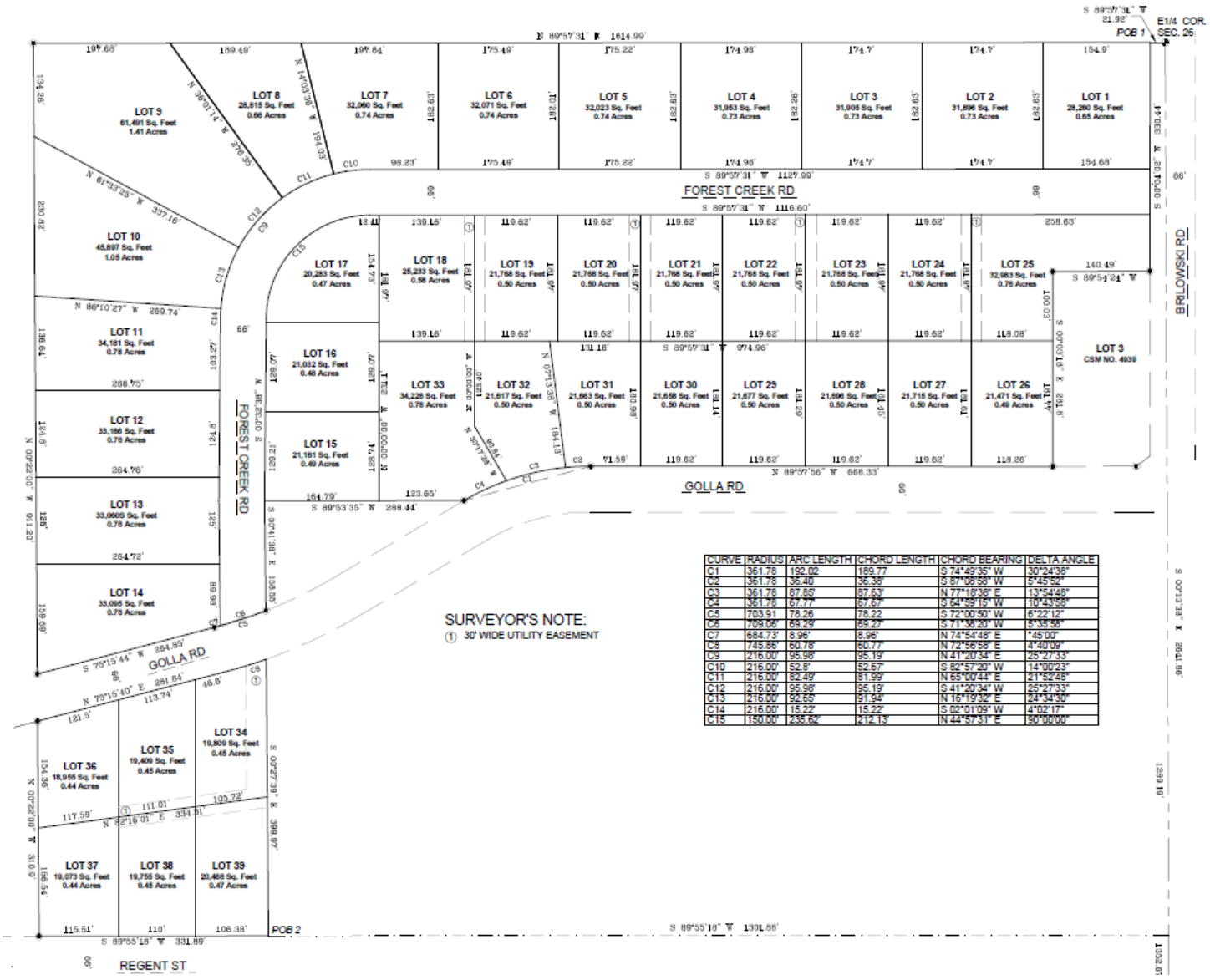
Lastly, it is the applicant's intention to submit an annexation request to annex the subject property into City limits. Should the preliminary and final subdivision plats be reviewed and approved by the Plan Commission and Common Council, a possible annexation request entails an annexation that connects the subject property to the City via Brilowski Road. As stated earlier, utility connections off of Brilowski Road is planned to accommodate residential development within the subject property.

A conceptual subdivision plat review went before the Plan Commission on March 1st and April 5th. Based on comments received during both plat reviews, the applicant has been working with City staff in producing the plat shown here within. As the proposed plat entails the creation of four or more lots, a preliminary and final subdivision plat review is required. The following describes the requirement.

Ch. 20.03 REQUIRED PLAT AND CERTIFIED SURVEY MAP APPROVAL.

> *Any division of land within the City or its extraterritorial jurisdiction as described in 20.02 herein shall be surveyed and a plat or certified survey map thereof submitted for approval, conditional approval, or rejection by the City Council. <u>This requirement shall also apply for any division of land within the City's extraterritorial jurisdiction.</u>*

The subdivision request has been reviewed and is described below.



CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	361.78	192.02	189.77	S 74°49'35" W	30°24'38"
C2	361.78	36.40	36.38'	S 87°08'58" W	5°45'52"
C3	361.78	87.85'	87.63'	N 77°18'36" E	13°54'48"
C4	361.78	67.77'	67.67'	S 64°59'15" W	10°43'58"
C5	703.91	78.26	78.22	S 72°00'50" W	6°22'12"
C6	709.06'	69.29'	69.27'	S 71°38'20" W	5°35'58"
C7	684.73'	8.96'	8.96'	N 74°54'48" E	1°45'00"
C8	745.86'	60.78'	60.77'	N 72°56'58" E	4°40'09"
C9	216.00'	95.98'	95.19'	N 41°20'34" E	25°27'33"
C10	216.00'	52.8'	52.67'	S 82°57'20" W	14°00'23"
C11	216.00'	82.49'	81.99'	N 65°00'44" E	21°52'48"
C12	216.00'	95.98'	95.19'	S 41°20'34" W	25°27'33"
C13	216.00'	92.65'	91.94'	N 15°19'32" E	24°34'30"
C14	216.00'	15.22'	15.22'	S 02°01'09" W	4°02'17"
C15	150.00'	235.62'	212.13'	N 44°57'31" E	90°00'00"

Standards of Review

A preliminary plat or final plat of any major or minor subdivision in the City of Stevens Point or in the extraterritorial area shall not be approved unless the Plan Commission and the Common Council determine that adequate public facilities and public services are available to support and service the area of the proposed subdivision, unless the City finds the major or minor plat are in an area not likely to be included in the City's future growth zone. In considering the questions of adequacy of public facilities and public services as set forth above, the Plan Commission and Common Council shall consider but not be limited to:

1. **The nature, extent and size of the proposed subdivision and its impact in terms of the estimated increase in population expected to result.**

   Analysis: The subject property is approximately 24.10 acres in size. 39 lots are proposed to be created at a size ranging from 0.44 to 1.41 acres. The remaining acreage is intended to accommodate a planned street, Forest

Creek Road, and associated stormwater swales. Lots are proposed to be served by planned utility connections running off of Brilowski Road.

Findings: The proposal is for a medium density subdivision located north of the City's municipal limits. Should both subdivision plat reviews be approved, the applicant is requesting that the property be annexed into the City. These 0.44-1.41 acre lots on over 24 acres of land is an efficient use of the land. This development would not only increase the range of housing choices within the City, but could also spur additional residential development north and east of the subject property. Given the property's close proximity to City limits, utility connections off of Brilowski Road are feasible. Please see the attached financial analysis of the proposed subdivision which outlines estimated road expenditures and tax revenue.

2. **The present or projected state of development likely to result when said subdivision is developed with projected densities as anticipated by adopted area Comprehensive Plans and currently approved subdivisions in the immediate vicinity of the proposed subdivision.**

   Analysis: The proposed subdivision provides medium-density residential development north of the City's municipal boundary.

   Findings: As stated earlier, the proposed subdivision further extends residential growth beyond its existing municipal boundary. Given the estimated infrastructure costs and tax revenues tied to this request, coupled with providing housing density given its located within the Wellhead Protection B Zone, sufficient lot density exists.

3. **The avoidance of expenditures of public funds necessitated by the proposed subdivision which are not in adopted capital or operating budgets. For subdivisions in the City of Stevens Point, the applicant shall furnish data requested by the Director of Public Works, Water Utility Manager, Traffic Engineer and Director of Planning and Development who will coordinate statements of adequacy for transportation, storm sewer, sanitary sewer, water service, fire and police protection, parks, open space, and recreation and school facilities for the Plan Commission and the Common Council.**

   Analysis: The subject property is located outside of the City's municipal boundary and is planned to be annexed into the City.

   Findings: A financial analysis outlining expended costs and tax revenues tied to this request are included in this report. A 100-year projection provides the City a total property tax revenue of $21,719,227.42 and road infrastructure cost projection of $11,552,223.92. Therefore, the proposed subdivision is estimated to provide a net revenue of $10,167,003.50.

Land Divisions or Subdivisions in Extraterritorial Plat Approval Jurisdiction. In addition to all other provisions contained in this Ordinance, the Plan Commission may recommend or approve the subdividing of lands in the extraterritorial plat approval jurisdiction based on the applicable criteria and policies contained in this ordinance and the Comprehensive Plan. The Plan Commission shall not consider any subdivision or land division which did not have prior approval by the approving authorities for both the Town(s) and Portage County. The Plan Commission may require any conditions in the approval of a subdivision or land division, including the use of any restrictive covenant.

Criteria for Nonagricultural Subdivision or Land Division. In the case of nonagricultural lands, the Plan Commission may recommend approval of a subdivision to the Common Council or may grant approval of a land division provided that the Plan Commission shall determine that the proposed subdivision or land division complies with all of the following criteria:

1. **The proposed subdivision or land division shall be compatible with adjacent land uses and shall maintain the general land use pattern of the area in question.**

   Analysis: The subject property is located within the Town of Hull and is proposed to be annexed into the City. The proposed subdivision is located in close proximity to City limits and is surrounded by other subdivision and residential developed within Town of Hull and City limits. A future planned street, Forest Creek Road, is planned to be located within the subject property to accommodate higher-density residential development. Given that residential development surrounds the subject property, generally consisting of 0.50-1.75 acre lot sizes, the proposed subdivision is compatible in use and size of adjacent properties.

   Findings: The area around of the subject property consists primarily of residential and undeveloped uses. Neighboring residential lots are for single-family use and range from 0.50-1.75 acres in size. Staff believes that the proposed single-family use of the subdivision is compatible to the surrounding area.

2. **The proposed subdivision or land division shall result in a development pattern which is compatible with surrounding developments and land uses. Measures of compatibility shall consider at least but not limited to lot sizes, traffic generation, access, noise and visual features.**

   Analysis: See standard one above.

   Findings: This standard is met.

3. **The proposed subdivision or land division and the resulting development shall not demonstrably adversely affect the City's ability to provide future public utilities, install future public improvements or accomplish future annexations. The Plan Commission may consider annexation agreements with the property owner in order to comply with this requirement. The Plan Commission may also consider whether the City and Town(s) have reached an agreement on necessary public improvements and public services facilities required to serve the development.**

   Analysis: The subject property is located approximately 950 feet away from the closest property located in City limits. A proposed annexation request is planned and would be submitted in accordance to State Statutes.

   Findings: Providing utility connections to the proposed subdivision and surrounding area would be feasible given the possibility for direct utility connections off of Brilowski Road. As the residential development and street layout south of the subject property consists primarily of a street grid format (unlike cul-de-sac development), the City's ability to provide future public utilities can occur provided the property is annexed into the City.

4. **The proposed subdivision or land division shall comply with one of the following:**

   a. **The proposed subdivision or land division shall represent infilling of vacant land. Infilling is defined as a subdivision or land division which will accommodate the development of vacant land located such that surrounding existing land uses render the land impractical for any but similar uses.**

   b. **The proposed subdivision or land division shall provide permanent open space lands for use by the general public in conformance with the adopted Parks and Open Space Plan for Portage County, Wisconsin, the City of Stevens Point adopted Parks and Open Space Plan or the City's other adopted Comprehensive Plan elements. The permanent open space lands shall be accessible and open for use by the general public.**

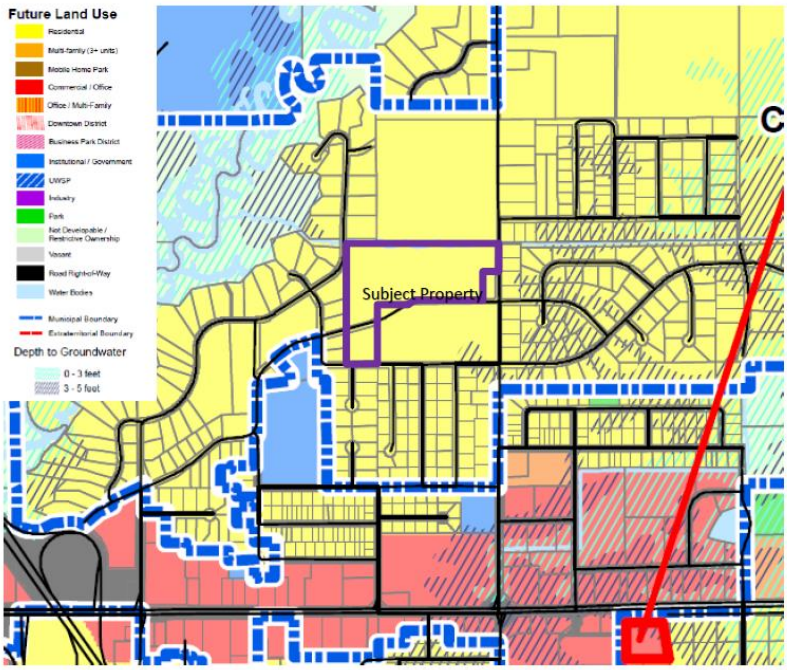
Analysis: While the proposed subdivision does not include permanent open space lands, it is near other open space areas. For example, Eastwood Park is approximately 0.2 miles away from the subject property and provides sufficient vehicular access off of Brilowski Road and Kingfisher Drive. Given the size of Eastwood Park, City staff believes that it is large enough to accommodate the proposed residential development.

Findings: This standard is met.

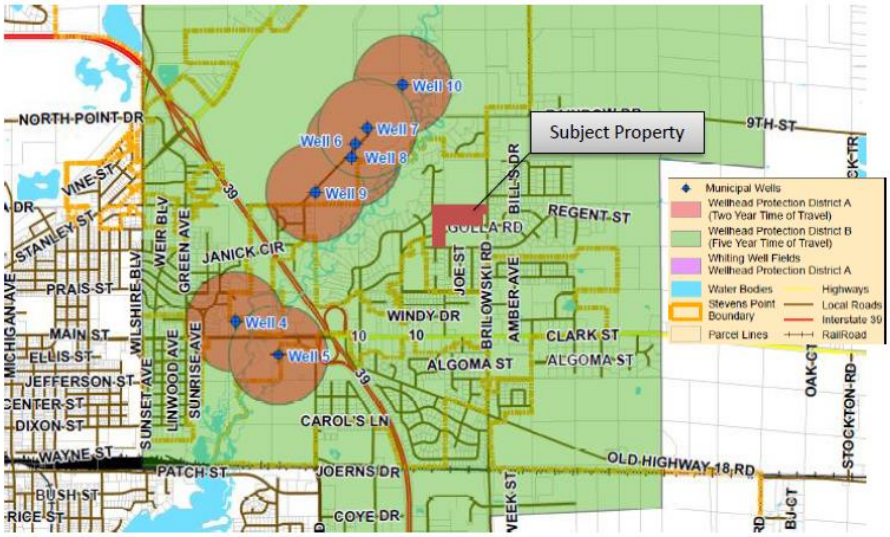
Based on the findings above, staff recommends approval of the preliminarily subdivision plat as presented.

Exhibits

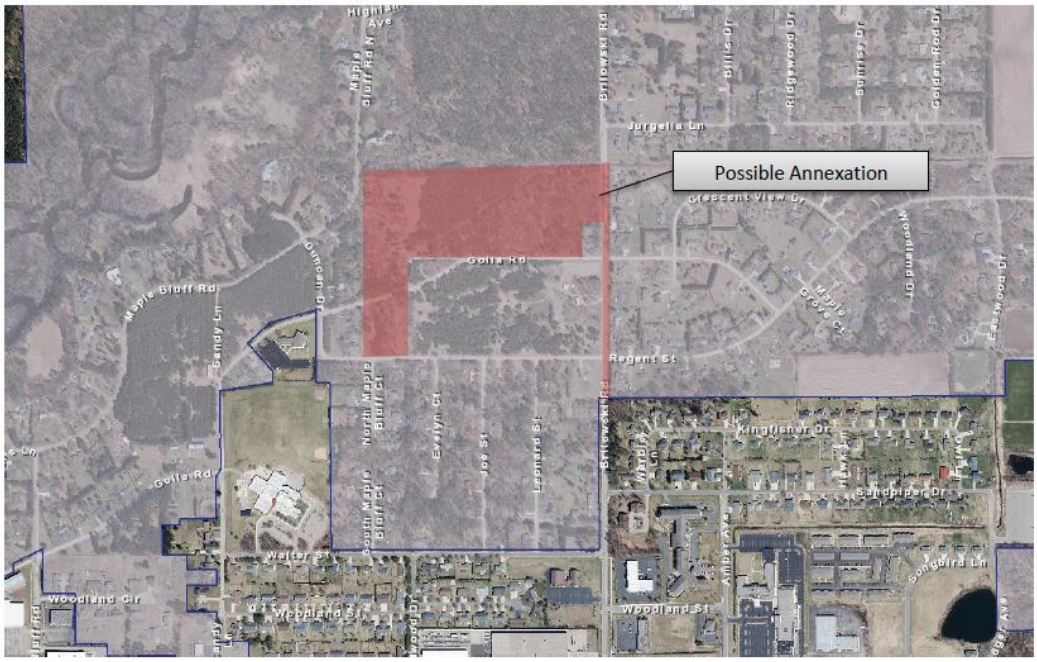
1. **Future Land Use Consideration:**



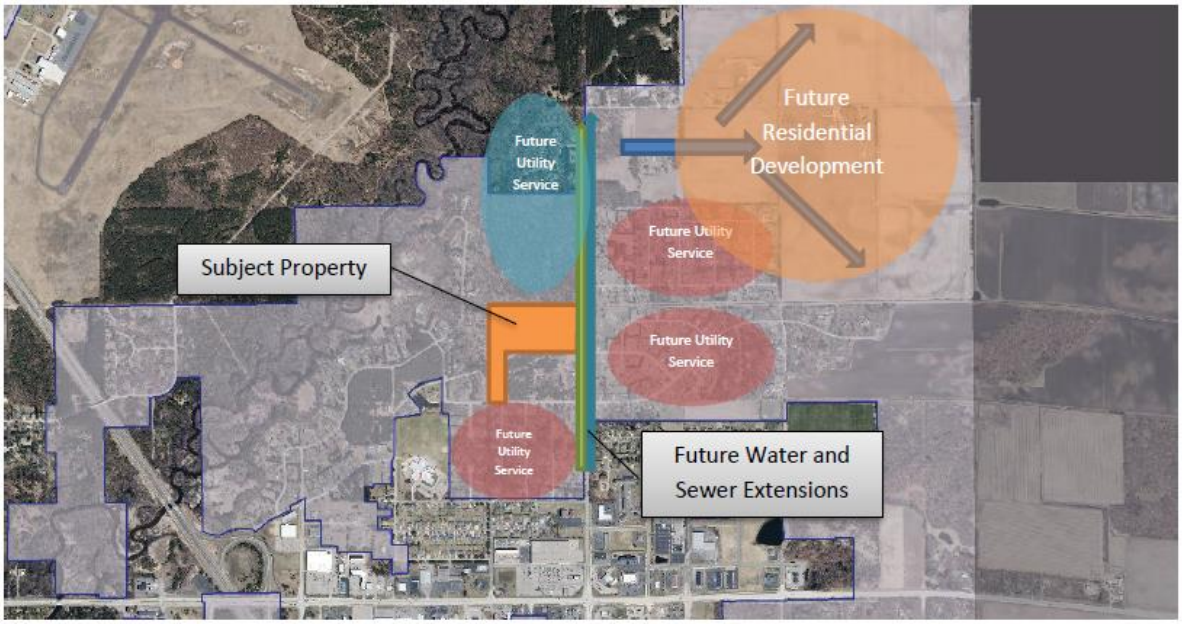
2. **Wellhead Protection:**



3. Possible Annexation Request:



4. Future Growth Potential:



City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR SUBDIVISION APPROVAL

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**		**Fee Paid**	
Associated Applications (if any)				**Assigned Case Manager**			
Pre-Application Conference Date				**Major Subdivision** ☐		**Minor Subdivision** ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Rettler Corporation on behalf of Jim Anderson	**Contact Name**	Jim Anderson - Anderson Development Company LLC.
Address	3317 Business Park Dr.	**Address**	5597 Hwy. 10 E
City, State, Zip	Stevens Point, WI, 54482	**City, State, Zip**	Stevens Point, WI, 54482
Telephone	715-341-2633	**Telephone**	715-347-5000
Fax		**Fax**	
Email	ross@rettler.com	**Email**	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Oreth Golla Revocable Trust	**Owner's Name**	
Address	7549 County Road TT	**Address**	
City, State, Zip	Almond, WI, 54909	**City, State, Zip**	
Telephone		**Telephone**	
Fax		**Fax**	
Email		**Email**	

PROJECT SUMMARY

Subdivision Name	Forest Creek Subdivision	**Former Subdivision Name (if any)**	NA
Area of Subject Property (Acres/Sq Ft)	(26.8 Acres / 1,167,408 Sq Ft)	**Proposed Number of Lots**	39
Project Address:	5498 Golla Rd. Stevens Point, WI 54482 (Town of Hull)		

Parcel 1 – Assessor's Parcel ID Number	Parcel 2 – Assessor's Parcel ID Number (if needed)	Parcel 3 – Assessor's Parcel ID Number (if needed)
020-24-0826-13.05 (24.1 Acres)	020-24-0826-14.03 (2.7 Acres)	

Current Use of Subject Property	Parcel 1 - Residential / Parcel 2 - Vacant
Proposed Use of Subject Property	Residential
Designated Future Land Use Category	**Current Zone District(s)**
Residential	R2 - Residential
Is there an associated request for a Zoning Map Amendment? If yes provide the application Number?	NA

Number of Residential Units Proposed	Proposed Gross Residential Density	Commercial Space Proposed Sq. Ft.
39	0.69 Units / Acre	NA
Common Open Space Proposed Sq. Ft.	**Primary Open Space Designations (Cluster)**	**Secondary Open Space Designation (Cluster)**
NA	NA	NA

Source of Utilities:				Streets Created or Extended as part of Subdivision? If Yes What Types?
Water	Public Water	Sewer	Public Sewer	Forest Creek Rd. (Rural Local)

Number of Each Type of Building and Individual Units		Proposed Density (Units/Acre)
Single-Family House	39	(0.69 Units / Acre)
Attached House (duplex)	NA	NA
Row House (Number of Units)	NA	NA
Apartment (Number of Units)	NA	NA
Commercial Building	NA	NA
Mixed Use Building (number of residential units)	NA	NA
Industrial Building	NA	NA
Civic Building / Institutional	NA	NA
Open Lot	NA	NA

Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

The proposed single family residential development includes the subdivision of a 24.1 acre parcel and a second 2.7 acre parcel into 39 single family lots ranging from 0.45 acres to 1 acre. A two way, asphalt road will provide access through the subdivision from brilowski road to the west, connecting to golla road. The residential lots as part of this development will take access off of the proposed forest creek road, golla road and regent street. Public sanitary and water utility services are proposed.

Current Zoning Surrounding Subject Property			
North:		South:	
East:		West:	[redacted]

Current Land Use Surrounding Subject Property			
North:		South:	
East:	[redacted]	West:	

EXHIBITS (MAJOR SUBDIVISION)

		Additional Exhibits If Any (List):
Owner Information Sheet	☐	
Letter to District Alderperson	☐	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☒	
Site Plan (designating primary, side, and service street frontages)	☐	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
Open Space Plan if Cluster Subdivision	☐	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (including any equivalent alternative landscaping requests)	☐	
Stormwater Plan	☐	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	04/12/2021		

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

_____
Department of Administration

PRELIMINARY PLAT OF FOREST CREEK SUBDIVISION

A SUBDIVISION PLAT OF FOREST CREEK SUBDIVISION, BEING LOT 1 AND LOT 2, CERTIFIED SURVEY MAP NO. 4939, VOLUME 17, PAGE 194 & 194A, BEING PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, BENJAMIN KLITZKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT BY THE DIRECTION OF ANDERSON DEVELOPMENT COMPANY LLC, I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING DESCRIBED PARCEL OF LAND.

A PARCEL OF LAND CONTAINING 1,166,334 SQUARE FEET (26.78 ACRES) LOT 1 AND LOT 2, CERTIFIED SURVEY MAP NO. 4939, VOLUME 17, PAGE 194 AND 194A, LOCATED IN PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

THAT I HAVE COMPLIED FULLY WITH THE CURRENT PROVISIONS OF CHAPTER 236 AND CHAPTER A-E7 OF THE REVISED WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF PORTAGE COUNTY IN SURVEYING, DIVIDING, AND MAPPING.

THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED.

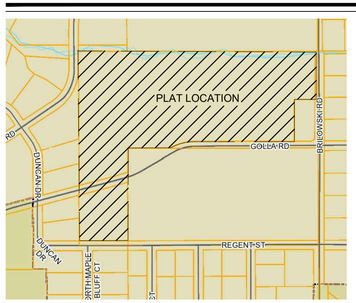
CERTIFIED THIS 15TH DAY OF APRIL, 2021.

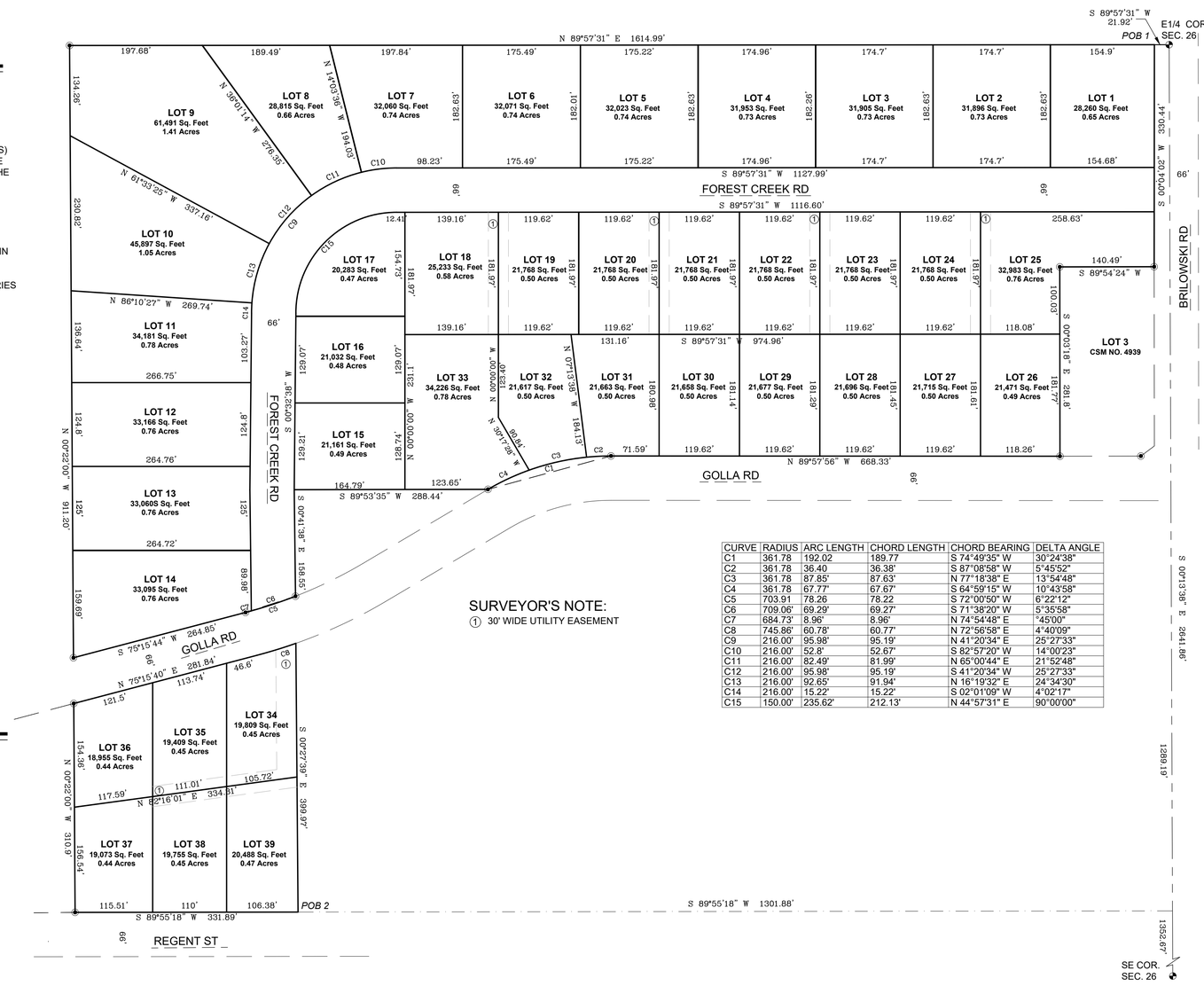
SIGNED:_____
BENJAMIN KLITZKE PLS 2746

UTILITY EASEMENTS

NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF s. 236.32 OF THE REVISED WISCONSIN STATUTES. UTILITY EASEMENTS ARE HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREAS.
THE UTILITY EASEMENT INCLUDES THE RIGHT OF THE UTILITY TO TRIM OR REMOVE ANY OR ALL TREES WITHIN THE EASEMENT WHICH WOULD INTERFERE WITH THE CONSTRUCTION OR MAINTENANCE OF THE UTILITY.

VICINITY MAP





CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	361.78'	192.02'	189.77'	S 74°49'35" W	30°24'38"
C2	361.78'	36.40'	36.38'	S 87°08'58" W	5°45'52"
C3	361.78'	87.85'	87.63'	N 77°18'38" E	13°54'48"
C4	361.78'	67.77'	67.67'	S 64°59'15" W	10°43'58"
C5	703.91'	78.26'	78.22'	S 72°00'50" W	6°22'12"
C6	709.06'	69.29'	69.27'	S 71°38'20" W	5°35'58"
C7	684.73'	8.96'	8.96'	N 74°54'48" E	°45'00"
C8	745.86'	60.78'	60.77'	N 72°56'58" E	4°40'09"
C9	216.00'	95.98'	95.19'	N 41°20'34" E	25°27'33"
C10	216.00'	52.8'	52.67'	S 82°57'20" W	14°00'23"
C11	216.00'	82.49'	81.99'	N 65°00'44" E	21°52'48"
C12	216.00'	95.98'	95.19'	S 41°20'34" W	25°27'33"
C13	216.00'	92.65'	91.94'	N 16°19'32" E	24°34'30"
C14	216.00'	15.22'	15.22'	S 02°01'09" W	4°02'17"
C15	150.00'	235.62'	212.13'	N 44°57'31" E	90°00'00"

SURVEYOR'S NOTE:
① 30' WIDE UTILITY EASEMENT

BASE FOR BEARING

BASE FOR BEARING IS THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 26, T.24N, R.8E, HAVING A BEARING OF S 00°13'38" E USING THE PORTAGE COUNTY COORDINATE SYSTEM. NAD83 (2011)

0' 100' 200' 300'

SCALE 1" = 100'

LEGEND

- HARRISON CAST IRON MONUMENT FOUND
- 3/4" REBAR FOUND
- 1 1/4" REBAR FOUND
- 1" IRON PIPE FOUND
- ( ) RECORDED AS

DEVELOPER

ANDERSON DEVELOPMENT COMPANY, LLC
5597 HWY 10 EAST
STEVENS POINT, WI 54482

SURVEYOR

BENJAMIN KLITZKE, PLS #2746
RETTLER CORPORATION
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PHONE (715)341-2633
FAX (715)341-0431

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RETTLER corporation
3317 Business Park Drive, Stevens Point, WI 54482
Telephone: 715 - 341 - 2633, Fax: 715 - 341 - 0431
email: info @ rettler.com, website: www.rettler.com

SHEET 1 0F 1 SHEETS

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

_____
Department of Administration

PRELIMINARY PLAT OF FOREST CREEK SUBDIVISION

A SUBDIVISION PLAT OF FOREST CREEK SUBDIVISION, BEING LOT 1 AND LOT 2, CERTIFIED SURVEY MAP NO. 4939, VOLUME 17, PAGE 194 & 194A, BEING PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, BENJAMIN KLITZKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT BY THE DIRECTION OF ANDERSON DEVELOPMENT COMPANY LLC, I HAVE SURVEYED, DIVIDED AND MAPPED THE FOLLOWING DESCRIBED PARCEL OF LAND.

A PARCEL OF LAND CONTAINING 1,166,334 SQUARE FEET (26.78 ACRES) BEING LOT 1 AND LOT 2, CERTIFIED SURVEY MAP NO. 4939, VOLUME 17, PAGE 194 & 194A, LOCATED IN PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

DESCRIBED AS FOLLOWS:

PARCEL 1 (LOT 1 - LOT 33)

COMMENCING AT THE EAST QUARTER CORNER OF SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST;

THENCE S 89°57'31" W, 21.92 FEET TO THE WEST RIGHT OF WAY OF BRILOWSKI ROAD AND BEING THE POINT OF BEGINNING 1 OF THIS DESCRIPTION;

THENCE S 00°04'02" W, ALONG SAID WEST RIGHT OF WAY 330.44 FEET;

THENCE S 89°54' 24" W, ALONG THE NORTH LINE OF LOT 3, CERTIFIED SURVEY MAP NO. 4939, 140.49 FEET;

THENCE S 00°03'18" E, ALONG THE WEST LINE OF SAID LOT 3, 281.80 FEET TO THE NORTH RIGHT OF WAY OF GOLLA ROAD;

THENCE N 89°57'56" W, ALONG SAID RIGHT OF WAY, 668.33 FEET;

THENCE SOUTHWESTERLY 192.02 FEET ALONG THE ARC OF A CURVE, CENTER WHICH LIES TO THE SOUTHWEST, RADIUS 361.78 FEET, DELTA ANGLE OF 30°24'38", A CHORD BEARING WHICH BEARS S 74°49'35" W, 189.77 FEET;

THENCE S 89°53'35" W, 288.44 FEET;

THENCE S 00°41'38" E, 158.55 FEET TO THE NORTH RIGHT OF WAY OF GOLLA ROAD;

THENCE SOUTHWESTERLY 78.26 FEET ALONG THE ARC OF A CURVE, CENTER WHICH LIES TO THE NORTH, RADIUS 703.91 FEET, DELTA ANGLE OF 6°22'12", A CHORD BEARING WHICH REARS S 72°00'50" W, 78.22 FEET;

THENCE S 75°15'44" W, ALONG SAID RIGHT OF WAY, 264.85 FEET;

THENCE N 00°22'00" W, ALONG WEST LINE OF LOT 2, CERTIFIED SURVEY MAP NO. 4939, 911.20 FEET TO THE NORTHWEST CORNER OF SAID LOT 2;

THENCE N 89°57'31" E, ALONG NORTH LINE OF SAID LOT 2 , 1614.99 FEET TO THE POINT OF BEGINNING 1, THERE TERMINATING.

PARCEL 2 (LOT 34 - LOT 39)

COMMENCING AT THE EAST QUARTER CORNER OF SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST;

THENCE S 00°13'38" W, ALONG THE EAST LINE OF SOUTHEAST QUARTER, 1289.19 FEET;

THENCE S 89°55'18" W, 1301.88 FEET TO THE SOUTHEAST CORNER OF LOT 1, CERTIFIED SURVEY MAP NO. 4939 ALSO BEING THE NORTH RIGHT OF WAY OF REGENT STREET AND POINT OF BEGINNING 2;

THENCE CONTINUING S 89°55'18" W, ALONG THE SOUTH LINE OF SAID LOT 1, 331.89 FEET;

THENCE N 00°22'00"W, ALONG THE WEST LINE OF SAID LOT 1, 310.90 FEET TO THE SOUTH RIGHT OF WAY OF GOLLA ROAD;

THENCE N 75°15'40" E, ALONG SAID RIGHT OF WAY, 281.84 FEET;

THENCE NORTHEASTERLY 60.78 FEET ALONG THE ARC OF A CURVE, CENTER WHICH LIES TO THE NORTH, RADIUS 745.86 FEET, DELTA ANGLE OF 4°40'09", A CHORD BEARING WHICH BEARS N 72°56'58" E, 60.77 FEET;

THENCE S 00°27'39" E, ALONG THE EAST LINE OF SAID LOT 1, 399.97 FEET TO THE POINT OF BEGINNING 2, THERE TERMINATING.

THAT I HAVE COMPLIED FULLY WITH THE CURRENT PROVISIONS OF CHAPTER 236 AND CHAPTER A-E7 OF THE REVISED WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE PORTAGE COUNTY IN SURVEYING, DIVIDING, AND MAPPING.

THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED.

CERTIFIED THIS _____DAY OF _____, 2021

SIGNED:_____
BENJAMIN KLITZKE PLS 2746

CORPORATE OWNER'S CERTIFICATE OF DEDICATION

ANDERSON DEVELOPMENT COMPANY LLC, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED, AS REPRESENTED ON THIS PLAT.

ANDERSON DEVELOPMENT COMPANY LLC, DOES FURTHER CERTIFY THAT THIS PLAT IS REQUIRED BY s.236.10 OR s.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

STATE OF WISCONSIN-DEPARTMENT OF ADMINISTRATION
TOWN OF HULL

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS_____DAY OF_____, 2021.

IN THE PRESENCE OF:

SIGNED_____
JAMES ANDERSON

STATE OF WISCONSIN)
PORTAGE COUNTY)SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2021.
ANDERSON DEVELOPMENT COMPANY, REPRESENTED BY JAMES ANDERSON, TO ME KNOWN TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT.

_____
NOTARY PUBLIC MY COMISSION EXPIRES

PORTAGE COUNTY PLANNING AND ZONING CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT COMPLIES WITH THE PROVISIONS OF SECTION 7 OF THE PORTAGE COUNTY SUBDIVISION REGULATIONS SUBJECT TO ANY AND ALL CONDITIONS THAT MAY BE ATTACHED HERETO AND HAS BEEN REVIEWED AND APPROVED BY THE PORTAGE COUNTY PLANNING AND ZONING DEPARTMENT

THIS_____DAY OF_____, 2021, AFFECTING THE PLAT OF "FOREST CREEK SUBDIVISION."

SIGNED_____
PLANNING AND ZONING DATE

CITY OF STEVENS POINT / ACCEPTANCE CERTIFICATE

I HEREBY CERTIFY THAT THIS MAP AND THE ACCOMPANYING INFORMATION IS HEREBY (APPROVED) (CONDITIONALLY APPROVED) PURSUANT TO THE BUILDING AND SAFETY ORDINANCES OF THE CITY OF STEVENS POINT ON THE BASIS OF THE FOLLOWING (FACTS) (CONDITIONS)

_____

_____

COMMUNITY DEVELOPMENT OFFICE

TOWN BOARD APPROVAL CERTIFICATE

THE FOREGOING SUBDIVISION PLAT, FOREST CREEK SUBDIVISION, HAS BEEN SUBMITTED TO THE TOWN OF HULL BOARD FOR REVIEW AND APPROVAL AS TO CONFORMITY WITH TOWN ORDINANCES, TOWN ROADS, TOWN EASEMENTS AND OTHER TOWN PROPERTY AS THE CASE MAY BE,

THIS _____DAY OF _____, 2021

_____
DAVE WILZ, TOWN CHAIRPERSON

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE TOWN OF HULL BOARD.

_____
JUDITH HOLLEY, TOWN CLERK

STATE OF WISCONSIN)
COUNTY OF PORTAGE) SS

I, JUDITH HOLLEY, BEING THE DULY ELECTED, QUALIFIED AND ACTING CLERK OF THE TOWN OF HULL, PORTAGE COUNTY, DO HEREBY CERTIFY THAT THE TOWN BOARD OF THE TOWN OF HULL PASSED RESOLUTION NUMBER_____ ON _____, 2021, AUTHORIZING ME TO ISSUE A CERTIFICATE OF APPROVAL OF THE FINAL PLAT OF "FOREST CREEK SUBDIVISION", UPON SATISFACTION OF CERTAIN CONDITIONS, AND I DO HEREBY CERTIFY THAT ALL CONDITIONS WERE SATISFIED AND THE APPROVAL WAS GRANTED AND EFFECTIVE ON THE _____DAY OF _____, 2021

_____
JUDITH HOLLEY, TOWN CLERK

COUNTY TREASURER CERTIFICATE

I, PAMELA R. PRZYBELSKI, PORTAGE COUNTY TREASURER, DO HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF

THIS_____DAY OF_____, 2021, AFFECTING THE PLAT OF "FOREST CREEK SUBDIVISION".

SIGNED_____
PAMELA R. PRZYBELSKI

TOWN TREASURER CERTIFICATE

I, JAMES KRUZIKI, TOWN OF HULL TREASURER, DO HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF

THIS_____DAY OF_____, 2021, AFFECTING THE PLAT OF "FOREST CREEK SUBDIVISION."

SIGNED_____
JAMES KRUZIKI

DEVELOPER

ANDERSON DEVELOPMENT COMPANY, LLC
5597 HWY 10 EAST
STEVENS POINT, WI 54482

SURVEYOR

BENJAMIN KLITZKE PLS#2746
RETTLER CORPORATION
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PHONE (715)341-2633
FAX (715)341-0431

THIS INSTRUMENT WAS DRAWN AND DRAFTED BY: BENJAMIN KLITZKE

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TOWN OF HULL
4550 Wojcik Memorial Dr.
Stevens Point, WI 54482
715-344-8280
townofhull@tn.hull.wi.gov
www.townofhull.us

Portage County, WI

4/29/21

To: Mayor Mike Wiza
Ryan Kernosky – Stevens Point Community Development Director
Stevens Point Plan Commission Members
Stevens Point Common Council Members

RE: Proposed Subdivision on Golla Road – Town of Hull

This communication addresses the Town of Hull's current thoughts regarding the "Preliminary Plat Review" for a proposed subdivision along Golla Road in the Town of Hull. This item is on your Plan Commission agenda for 5/3/21.

The Town of Hull is committed to working with the City of Stevens Point in the interest of all our residents. The Town of Hull and the City of Stevens Point are neighbors and will be for a very long time. As public officials we must work together collaboratively to accomplish the needs of both sides.

To that end, I am committed to working with Mayor Wiza and City Staff on a Boundary Agreement. The Town of Hull does not have the professional support staff as the city. Therefore, the Town of Hull is in the process of assembling a team to facilitate those discussions with the City of Stevens Point. We expect to be able to begin discussions within the next 45 days. Please take this commitment from the Town of Hull into account as you move forward on this particular parcel. We are hopeful that final decisions on this parcel will be a product of our future discussions.

Sincerely,

Dave Wilz

Dave Wilz, Chairperson
Town of Hull

/dw

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Ryan J. Kernosky, Director
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: City Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: April 5, 2021

RE: Updated Conceptual Review for Golla Road Subdivision

As the Commission may recall, a proposed 31-lot subdivision off of Brilowski Road and Golla Road was brought for conceptual review during the March 2021 meeting. Several comments were made, boiled down included the following:

1) Density of lots was a concern. Preferred to see higher density single-family or two-family as opposed to one acre lots.
2) Concerns about the road and utility infrastructure and whether or not the property taxes from the development would cover future road and utility infrastructure costs. Does the development pay for itself?

Based on these comments, the Developer increased the lot density from 31 lots (1.3 units/acre) to 39 lots (1.61 units/acre). Additionally, Community Development, Public Works, and Utility staff reviewed the proposed subdivision and the future utility costs to ensure that the development would provide enough tax base to cover future infrastructure expenses. An analysis is included in this memorandum.

Financial Analysis
Community Development, Public Works, and Public Utility staff worked together to create the following 100-year financial analysis is based upon a 39-lot subdivision as proposed. In conversation with the City Assessor, we provided a range of possible property assessments based on comparable city properties in the area to fully review the financial impacts. Please note that the assessment level for the subdivision does not change over the 100-year projection provided in this document. This was done to provide a very conservative property tax income with a very aggressive road replacement and maintenance budget to ensure that the 'worst case scenario' was addressed in this analysis. You will see that those properties nearest to Lost Creek are expected to have a higher assessment as opposed to those between Forest Creek Road and Golla Road. The first table in the possible tax assessments:

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

Table 1: Tax Assessments and City Tax Income based on comparable properties

				2020	0.02643	0.01016
Lot #	Land Assessment	Improvement Assessment	Total Assessment		Total Tax	City Tax
1	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
2	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
3	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
4	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
5	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
6	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
7	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
8	$ 42,000.00	$ 330,000.00	$ 372,000.00		$ 9,831.96	$ 3,779.52
9	$ 50,500.00	$ 330,000.00	$ 380,500.00		$ 10,056.62	$ 3,865.88
10	$ 48,000.00	$ 330,000.00	$ 378,000.00		$ 9,990.54	$ 3,840.48
11	$ 42,000.00	$ 280,000.00	$ 322,000.00		$ 8,510.46	$ 3,271.52
12	$ 42,000.00	$ 261,000.00	$ 303,000.00		$ 8,008.29	$ 3,078.48
13	$ 42,000.00	$ 261,000.00	$ 303,000.00		$ 8,008.29	$ 3,078.48
14	$ 42,000.00	$ 261,000.00	$ 303,000.00		$ 8,008.29	$ 3,078.48
15	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
16	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
17	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
18	$ 39,000.00	$ 261,000.00	$ 300,000.00		$ 7,929.00	$ 3,048.00
19	$ 42,000.00	$ 261,000.00	$ 303,000.00		$ 8,008.29	$ 3,078.48
20	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
21	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
22	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
23	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
24	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
25	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
26	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
27	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
28	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
29	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
30	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
31	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
32	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
33	$ 37,000.00	$ 261,000.00	$ 298,000.00		$ 7,876.14	$ 3,027.68
34	$ 36,000.00	$ 261,000.00	$ 297,000.00		$ 7,849.71	$ 3,017.52
35	$ 36,000.00	$ 261,000.00	$ 297,000.00		$ 7,849.71	$ 3,017.52
36	$ 36,000.00	$ 261,000.00	$ 297,000.00		$ 7,849.71	$ 3,017.52
37	$ 36,000.00	$ 261,000.00	$ 297,000.00		$ 7,849.71	$ 3,017.52
38	$ 36,000.00	$ 261,000.00	$ 297,000.00		$ 7,849.71	$ 3,017.52
39	$ 36,000.00	$ 261,000.00	$ 297,000.00		$ 7,849.71	$ 3,017.52
Total	$ 1,528,500.00	$ 10,888,000.00	$ 12,416,500.00		$ 328,168.10	$ 126,151.64

The above table would provide the built-out property tax revenue of all 39 lots. It is extremely unlikely that the entire subdivision would be constructed in one year, so based on that, City staff identified a four-home-a-year construction timeline, beginning in 2022 (assessment year 2023) and completing in 2031 (assessment year 2032).

This analysis also included a conservative 1% increase in the City property tax levy each year, while including a 2% increase in the cost of road maintenance, road resurfacing, and a complete road reconstruction. Please note that sewer and water maintenance and replacement is not included in this calculation. Sewer and water maintenance and replacement is funded out of the enterprise fund for that department, and not the general fund.

This analysis includes a planned resurfacing of the roadways in 2068 (45 years), and a complete reconstruction of the roads in 2113 (90 years). The analysis also includes a yearly cost to maintain the roadway (patching, snow plowing, etc) at $6.00 LF a year, increasing 2% each year.

Road Resurfacing
It is expected that the roads would be resurfaced in 2068 at a cost of $721,604.84, or 3,700 LF of roadway at $195.03 a LF. The total property tax revenue from the 39 lots in 2068 is projected to be $6,908,160.38.

Road Reconstruction
It is expected that the roads would be completely reconstructed in 2113 at a cost of $3,738,230.74, or 3,700 LF of roadway at $1,010.33 a LF. The total property tax revenue from the 39 lots in 2113 is projected to be $18,390,888.82.

Road Maintenance
It is expected that over the 100-year projection provided in this analysis, the City will have spent $7,092,388.34. In the year 2123, or 100 years after the first home being constructed in this subdivision, the total property tax revenue is projected to be $21,719,227.42.

Overall Conclusion
The 100-year projection provides the City a total property tax revenue of $21,719,227.42.

The 100-year road infrastructure costs are projected to be:

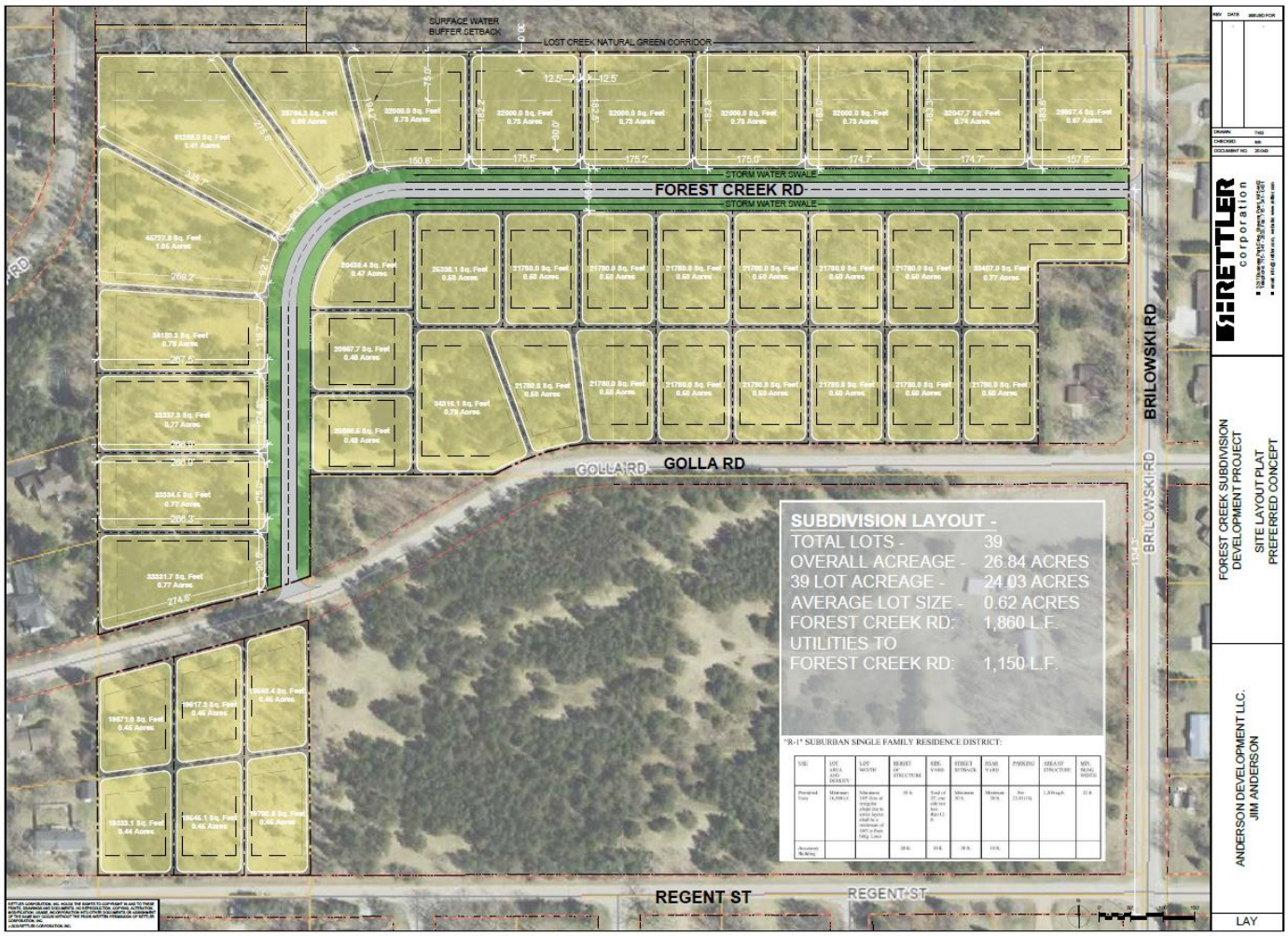
Resurfacing:	$721,604.84
Reconstruction:	$3,738,230.74
Maintenance:	$7,092,388.34
Total:	**$11,552,223.92**

Total Tax Revenue:	$21,719,227.42
Total Road Exp:	$11,552,223.92
Net (+/-)	**+ $10,167.003.50**

This analysis does not take into consideration anything other than road infrastructure. As discussed earlier, utility infrastructure is paid for out of the enterprise fund, and therefore should not be considered in this analysis. Administrative costs, like staff inspections, are typically handled through building permit revenue and were not included in this analysis. Finally, park, public safety, and other department expenditures were not taken into consideration when looking at the overall expenditures of this development.

The table on the next page provides an overview of the 100-year projection. Please let me know if there are any additional questions or concerns.

Construction Year	# Homes	New City Assessment	Running City Assessment	City Property Tax Revenue	City Tax Levy @ 1% City Tax Increase	Road Resurfacing	Road Resurfacing/ LF (2% increase)	Road Reconstruction	Road Maintenance/LF	Road Maintenance/LF (2% increase)	Lineal Feet (Street)
2023	4	$ 1,488,000.00	$ 1,488,000.00	$ 15,415.68	0.01036		$ 80.00	$ 170.00	$ 22,200.00	$ 6.00	3700
2024	4	$ 1,192,000.00	$ 2,680,000.00	$ 28,042.45	0.01046		$ 81.60	$ 173.40	$ 22,644.00	$ 6.12	3700
2025	4	$ 1,340,000.00	$ 4,020,000.00	$ 42,484.31	0.01057		$ 83.23	$ 176.87	$ 23,096.88	$ 6.24	3700
2026	4	$ 1,342,000.00	$ 5,362,000.00	$ 57,233.55	0.01067		$ 84.90	$ 180.41	$ 23,558.82	$ 6.37	3700
2027	4	$ 1,354,500.00	$ 6,716,500.00	$ 72,408.29	0.01078		$ 86.59	$ 184.01	$ 24,029.99	$ 6.49	3700
2028	4	$ 1,226,000.00	$ 7,942,500.00	$ 86,481.63	0.01089		$ 88.33	$ 187.69	$ 24,510.59	$ 6.62	3700
2029	4	$ 1,194,000.00	$ 9,136,500.00	$ 100,477.28	0.01100		$ 90.09	$ 191.45	$ 25,000.81	$ 6.76	3700
2030	4	$ 1,194,000.00	$ 10,330,500.00	$ 114,744.19	0.01111		$ 91.89	$ 195.28	$ 25,500.82	$ 6.89	3700
2031	4	$ 1,192,000.00	$ 11,522,500.00	$ 129,263.96	0.01122		$ 93.73	$ 199.18	$ 26,010.84	$ 7.03	3700
2032	3	$ 894,000.00	$ 12,416,500.00	$ 140,686.14	0.01133		$ 95.61	$ 203.17	$ 26,531.06	$ 7.17	3700
2033		0	$ 12,416,500.00	$ 142,093.00	0.01144		$ 97.52	$ 207.23	$ 27,061.68	$ 7.31	3700
2034		0	$ 12,416,500.00	$ 143,513.93	0.01156		$ 99.47	$ 211.37	$ 27,602.91	$ 7.46	3700
2035		0	$ 12,416,500.00	$ 144,949.07	0.01167		$ 101.46	$ 215.60	$ 28,154.97	$ 7.61	3700
2036		0	$ 12,416,500.00	$ 146,398.56	0.01179		$ 103.49	$ 219.91	$ 28,718.07	$ 7.76	3700
2037		0	$ 12,416,500.00	$ 147,862.55	0.01191		$ 105.56	$ 224.31	$ 29,292.43	$ 7.92	3700
2038		0	$ 12,416,500.00	$ 149,341.17	0.01203		$ 107.67	$ 228.80	$ 29,878.28	$ 8.08	3700
2039		0	$ 12,416,500.00	$ 150,834.58	0.01215		$ 109.82	$ 233.37	$ 30,475.84	$ 8.24	3700
2040		0	$ 12,416,500.00	$ 152,342.93	0.01227		$ 112.02	$ 238.04	$ 31,085.36	$ 8.40	3700
2041		0	$ 12,416,500.00	$ 153,866.36	0.01239		$ 114.26	$ 242.80	$ 31,707.07	$ 8.57	3700
2042		0	$ 12,416,500.00	$ 155,405.02	0.01252		$ 116.54	$ 247.66	$ 32,341.21	$ 8.74	3700
2043		0	$ 12,416,500.00	$ 156,959.07	0.01264		$ 118.88	$ 252.61	$ 32,988.03	$ 8.92	3700
2044		0	$ 12,416,500.00	$ 158,528.66	0.01277		$ 121.25	$ 257.66	$ 33,647.79	$ 9.09	3700
2045		0	$ 12,416,500.00	$ 160,113.95	0.01290		$ 123.68	$ 262.82	$ 34,320.75	$ 9.28	3700
2046		0	$ 12,416,500.00	$ 161,715.09	0.01302		$ 126.15	$ 268.07	$ 35,007.16	$ 9.46	3700
2047		0	$ 12,416,500.00	$ 163,332.24	0.01315		$ 128.67	$ 273.43	$ 35,707.31	$ 9.65	3700
2048		0	$ 12,416,500.00	$ 164,965.56	0.01329		$ 131.25	$ 278.90	$ 36,421.45	$ 9.84	3700
2049		0	$ 12,416,500.00	$ 166,615.22	0.01342		$ 133.87	$ 284.48	$ 37,149.88	$ 10.04	3700
2050		0	$ 12,416,500.00	$ 168,281.37	0.01355		$ 136.55	$ 290.17	$ 37,892.88	$ 10.24	3700
2051		0	$ 12,416,500.00	$ 169,964.18	0.01369		$ 139.28	$ 295.97	$ 38,650.74	$ 10.45	3700
2052		0	$ 12,416,500.00	$ 171,663.83	0.01383		$ 142.07	$ 301.89	$ 39,423.75	$ 10.66	3700
2053		0	$ 12,416,500.00	$ 173,380.46	0.01396		$ 144.91	$ 307.93	$ 40,212.23	$ 10.87	3700
2054		0	$ 12,416,500.00	$ 175,114.27	0.01410		$ 147.81	$ 314.09	$ 41,016.47	$ 11.09	3700
2055		0	$ 12,416,500.00	$ 176,865.41	0.01424		$ 150.76	$ 320.37	$ 41,836.80	$ 11.31	3700
2056		0	$ 12,416,500.00	$ 178,634.07	0.01439		$ 153.78	$ 326.78	$ 42,673.54	$ 11.53	3700
2057		0	$ 12,416,500.00	$ 180,420.41	0.01453		$ 156.85	$ 333.31	$ 43,527.01	$ 11.76	3700
2058		0	$ 12,416,500.00	$ 182,224.61	0.01468		$ 159.99	$ 339.98	$ 44,397.55	$ 12.00	3700
2059		0	$ 12,416,500.00	$ 184,046.86	0.01482		$ 163.19	$ 346.78	$ 45,285.50	$ 12.24	3700
2060		0	$ 12,416,500.00	$ 185,887.33	0.01497		$ 166.45	$ 353.72	$ 46,191.21	$ 12.48	3700
2061		0	$ 12,416,500.00	$ 187,746.20	0.01512		$ 169.78	$ 360.79	$ 47,115.03	$ 12.73	3700
2062		0	$ 12,416,500.00	$ 189,623.66	0.01527		$ 173.18	$ 368.01	$ 48,057.33	$ 12.99	3700
2063		0	$ 12,416,500.00	$ 191,519.90	0.01542		$ 176.64	$ 375.37	$ 49,018.48	$ 13.25	3700
2064		0	$ 12,416,500.00	$ 193,435.10	0.01558		$ 180.18	$ 382.87	$ 49,998.85	$ 13.51	3700
2065		0	$ 12,416,500.00	$ 195,369.45	0.01573		$ 183.78	$ 390.53	$ 50,998.83	$ 13.78	3700
2066		0	$ 12,416,500.00	$ 197,323.14	0.01589		$ 187.46	$ 398.34	$ 52,018.80	$ 14.06	3700
2067		0	$ 12,416,500.00	$ 199,296.37	0.01605		$ 191.20	$ 406.31	$ 53,059.18	$ 14.34	3700
2068		0	$ 12,416,500.00	$ 201,289.34	0.01621	$ 721,604.84	$ 195.03	$ 414.44	$ 54,120.36	$ 14.63	3700
2069		0	$ 12,416,500.00	$ 203,302.23	0.01637		$ 198.93	$ 422.72	$ 55,202.77	$ 14.92	3700
2070		0	$ 12,416,500.00	$ 205,335.25	0.01654		$ 202.91	$ 431.18	$ 56,306.83	$ 15.22	3700
2071		0	$ 12,416,500.00	$ 207,388.60	0.01670		$ 206.97	$ 439.80	$ 57,432.96	$ 15.52	3700
2072		0	$ 12,416,500.00	$ 209,462.49	0.01687		$ 211.10	$ 448.60	$ 58,581.62	$ 15.83	3700
2073		0	$ 12,416,500.00	$ 211,557.12	0.01704		$ 215.33	$ 457.57	$ 59,753.25	$ 16.15	3700
2074		0	$ 12,416,500.00	$ 213,672.69	0.01721		$ 219.63	$ 466.72	$ 60,948.32	$ 16.47	3700
2075		0	$ 12,416,500.00	$ 215,809.41	0.01738		$ 224.03	$ 476.06	$ 62,167.29	$ 16.80	3700
2076		0	$ 12,416,500.00	$ 217,967.51	0.01755		$ 228.51	$ 485.58	$ 63,410.63	$ 17.14	3700
2077		0	$ 12,416,500.00	$ 220,147.18	0.01773		$ 233.08	$ 495.29	$ 64,678.84	$ 17.48	3700
2078		0	$ 12,416,500.00	$ 222,348.65	0.01791		$ 237.74	$ 505.19	$ 65,972.42	$ 17.83	3700
2079		0	$ 12,416,500.00	$ 224,572.14	0.01809		$ 242.49	$ 515.30	$ 67,291.87	$ 18.19	3700
2080		0	$ 12,416,500.00	$ 226,817.86	0.01827		$ 247.34	$ 525.60	$ 68,637.71	$ 18.55	3700
2081		0	$ 12,416,500.00	$ 229,086.04	0.01845		$ 252.29	$ 536.12	$ 70,010.46	$ 18.92	3700
2082		0	$ 12,416,500.00	$ 231,376.90	0.01863		$ 257.34	$ 546.84	$ 71,410.67	$ 19.30	3700
2083		0	$ 12,416,500.00	$ 233,690.67	0.01882		$ 262.48	$ 557.78	$ 72,838.88	$ 19.69	3700
2084		0	$ 12,416,500.00	$ 236,027.58	0.01901		$ 267.73	$ 568.93	$ 74,295.66	$ 20.08	3700
2085		0	$ 12,416,500.00	$ 238,387.85	0.01920		$ 273.09	$ 580.31	$ 75,781.57	$ 20.48	3700
2086		0	$ 12,416,500.00	$ 240,771.73	0.01939		$ 278.55	$ 591.92	$ 77,297.21	$ 20.89	3700
2087		0	$ 12,416,500.00	$ 243,179.45	0.01959		$ 284.12	$ 603.75	$ 78,843.15	$ 21.31	3700
2088		0	$ 12,416,500.00	$ 245,611.24	0.01978		$ 289.80	$ 615.83	$ 80,420.01	$ 21.74	3700
2089		0	$ 12,416,500.00	$ 248,067.36	0.01998		$ 295.60	$ 628.15	$ 82,028.41	$ 22.17	3700
2090		0	$ 12,416,500.00	$ 250,548.03	0.02018		$ 301.51	$ 640.71	$ 83,668.98	$ 22.61	3700
2091		0	$ 12,416,500.00	$ 253,053.51	0.02038		$ 307.54	$ 653.52	$ 85,342.36	$ 23.07	3700
2092		0	$ 12,416,500.00	$ 255,584.05	0.02058		$ 313.69	$ 666.59	$ 87,049.21	$ 23.53	3700
2093		0	$ 12,416,500.00	$ 258,139.89	0.02079		$ 319.96	$ 679.92	$ 88,790.19	$ 24.00	3700
2094		0	$ 12,416,500.00	$ 260,721.28	0.02100		$ 326.36	$ 693.52	$ 90,566.00	$ 24.48	3700
2095		0	$ 12,416,500.00	$ 263,328.50	0.02121		$ 332.89	$ 707.39	$ 92,377.32	$ 24.97	3700
2096		0	$ 12,416,500.00	$ 265,961.78	0.02142		$ 339.55	$ 721.54	$ 94,224.86	$ 25.47	3700
2097		0	$ 12,416,500.00	$ 268,621.40	0.02163		$ 346.34	$ 735.97	$ 96,109.36	$ 25.98	3700
2098		0	$ 12,416,500.00	$ 271,307.61	0.02185		$ 353.27	$ 750.69	$ 98,031.55	$ 26.50	3700
2099		0	$ 12,416,500.00	$ 274,020.69	0.02207		$ 360.33	$ 765.71	$ 99,992.18	$ 27.02	3700
2100		0	$ 12,416,500.00	$ 276,760.90	0.02229		$ 367.54	$ 781.02	$ 101,992.02	$ 27.57	3700
2101		0	$ 12,416,500.00	$ 279,528.51	0.02251		$ 374.89	$ 796.64	$ 104,031.86	$ 28.12	3700
2102		0	$ 12,416,500.00	$ 282,323.79	0.02274		$ 382.39	$ 812.57	$ 106,112.50	$ 28.68	3700
2103		0	$ 12,416,500.00	$ 285,147.03	0.02297		$ 390.04	$ 828.82	$ 108,234.75	$ 29.25	3700
2104		0	$ 12,416,500.00	$ 287,998.50	0.02319		$ 397.84	$ 845.40	$ 110,399.44	$ 29.84	3700
2105		0	$ 12,416,500.00	$ 290,878.48	0.02343		$ 405.79	$ 862.31	$ 112,607.43	$ 30.43	3700
2106		0	$ 12,416,500.00	$ 293,787.27	0.02366		$ 413.91	$ 879.56	$ 114,859.58	$ 31.04	3700
2107		0	$ 12,416,500.00	$ 296,725.14	0.02390		$ 422.19	$ 897.15	$ 117,156.77	$ 31.66	3700
2108		0	$ 12,416,500.00	$ 299,692.39	0.02414		$ 430.63	$ 915.09	$ 119,499.91	$ 32.30	3700
2109		0	$ 12,416,500.00	$ 302,689.32	0.02438		$ 439.24	$ 933.39	$ 121,889.91	$ 32.94	3700
2110		0	$ 12,416,500.00	$ 305,716.21	0.02462		$ 448.03	$ 952.06	$ 124,327.71	$ 33.60	3700
2111		0	$ 12,416,500.00	$ 308,773.37	0.02487		$ 456.99	$ 971.10	$ 126,814.26	$ 34.27	3700
2112		0	$ 12,416,500.00	$ 311,861.11	0.02512		$ 466.13	$ 990.52	$ 129,350.54	$ 34.96	3700
2113		0	$ 12,416,500.00	$ 314,979.72	0.02537	$ 3,738,230.74	$ 475.45	$ 1,010.33	$ 131,937.56	$ 35.66	3700
2114		0	$ 12,416,500.00	$ 318,129.51	0.02562		$ 484.96	$ 1,030.54	$ 134,576.31	$ 36.37	3700
2115		0	$ 12,416,500.00	$ 321,310.81	0.02588		$ 494.66	$ 1,051.15	$ 137,267.83	$ 37.10	3700
2116		0	$ 12,416,500.00	$ 324,523.92	0.02614		$ 504.55	$ 1,072.17	$ 140,013.19	$ 37.84	3700
2117		0	$ 12,416,500.00	$ 327,769.16	0.02640		$ 514.64	$ 1,093.62	$ 142,813.45	$ 38.60	3700
2118		0	$ 12,416,500.00	$ 331,046.85	0.02666		$ 524.94	$ 1,115.49	$ 145,669.72	$ 39.37	3700
2119		0	$ 12,416,500.00	$ 334,357.32	0.02693		$ 535.43	$ 1,137.80	$ 148,583.12	$ 40.16	3700
2120		0	$ 12,416,500.00	$ 337,700.89	0.02720		$ 546.14	$ 1,160.55	$ 151,554.78	$ 40.96	3700
2121		0	$ 12,416,500.00	$ 341,077.90	0.02747		$ 557.07	$ 1,183.77	$ 154,585.87	$ 41.78	3700
2122		0	$ 12,416,500.00	$ 344,488.68	0.02774		$ 568.21	$ 1,207.44	$ 157,677.59	$ 42.62	3700
2123		0	$ 12,416,500.00	$ 347,933.56	0.02802		$ 579.57	$ 1,231.59	$ 160,831.14	$ 43.47	3700
			Total Tax Revenue	$ 21,719,227.42					$ 7,092,388.34		
			Total Road Expend.	$ 11,552,223.92							
			Net	$ 10,167,003.50							


SURFACE WATER BUFFER SETBACK
LOST CREEK NATURAL GREEN CORRIDOR
FOREST CREEK RD
STORM WATER SWALE
GOLLA RD
BRILOWSKI RD
REGENT ST
SUBDIVISION LAYOUT -
TOTAL LOTS - 39
OVERALL ACREAGE - 26.84 ACRES
39 LOT ACREAGE - 24.03 ACRES
AVERAGE LOT SIZE - 0.62 ACRES
FOREST CREEK RD: 1,860 L.F.
UTILITIES TO
FOREST CREEK RD: 1,150 L.F.
"R-1" SUBURBAN SINGLE FAMILY RESIDENCE DISTRICT:
RETTLER corporation
FOREST CREEK SUBDIVISION DEVELOPMENT PROJECT
SITE LAYOUT PLAT PREFERRED CONCEPT
ANDERSON DEVELOPMENT LLC. JIM ANDERSON
LAY

Administrative Staff Report

Construct Hyundai Dealership
3707 Stanley Street
May 3, 2021

Department of Community Development

Applicant(s):

- Mike Helmrick, representing Rydell Management Company, LLC

Staff:

- Ryan Kernosky, Director rkernosky@stevenspoint.com
- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 281240827230019

Zone(s):

- B-4 Commercial

Master Plan:

- Commercial/Office/Multi-Family

Council District:

- District 8 | Ald. Leek

Lot Information:

- Frontage: 130 ft.
- Depth: 330 ft.
- Lot Size: 66,300 sq. ft. (1.522 ac.)

Current Use:

- Single-family residential

Applicable Regulations:

- Ch. 23.01(13)(f)
- Ch. 23.02(4)(e)(3.4)(1)

Request

1. Public Hearing and action on a request from Mike Helmrick, representing Rydell Management Company, LLC, for a conditional use permit to construct a vehicle dealership located at 3707 Stanley Street (Parcel ID 281240827230019), consistent with Ch. 23.01(13)(f) and Ch. 23.02(4)(e)(3.4)(1).

Attachment(s)

1. Application
2. Plans

Findings of Fact

1. The proposed project includes the construction of a 12,524 square foot dealership for sales and service, along with associated parking spaces.
2. In March 2021, the Comprehensive Plan Future Land Use Map was amended from "Residential" to "Commercial/Office/Multi-Family. The subject property was also rezoned from "R-2" Single Family Residential to "B-4" Commercial.
3. Having more than one principal structure and use on one lot requires a conditional use permit.
4. The subject property is located within the Wellhead Protection Overlay District B. Vehicle sales and repair are a conditional use within Wellhead District B.
5. The Plan Commission and Common Council can attach conditions to the approval if necessary.

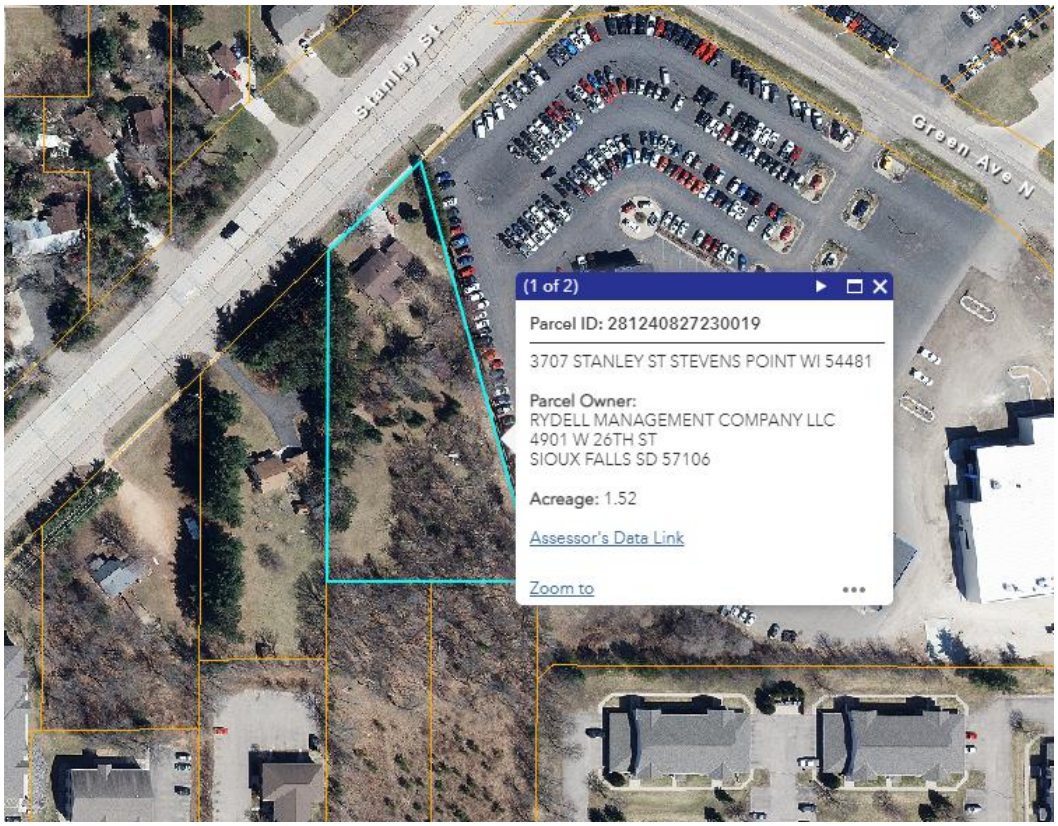
Staff Recommendation

Approve the conditional use permit to construct a vehicle dealership at 3707 Stanley Street (Parcel ID 28124082723019), subject to the following conditions:

1. The applicant shall submit stormwater plans to the Utilities Department for its review and approval meeting applicable stormwater management practices.
2. Catch basins shall be installed around every fill point to catch product that may drip during the transfer process.
3. No underground tanks, including stormwater tanks, shall be installed.

	4. The storage of all chemicals on site shall occur within a 100% containment area such as a concrete curb basin or tub to provide a second/third containment measure against leaks or spills. 5. Cracks and joints that open on dispensing areas or catch basins, if any, shall be filled and fixed immediately to avoid the infiltration of hazardous chemicals. 6. A spill prevention, control and countermeasure plan shall be in place prior to the operation of the facility and shall be submitted to the Department of Public Utilities for filing and enforcement. 7. The City reserves the right to establish new conditions for the purpose of protecting the groundwater supply. The Community Development Department and Public Utilities Department shall be notified if changes occur to chemicals, quantities, storage or service at the facility or on the property. 8. All costs associated with the conditions within the resolution shall be at the expense of the operator and/or owner. All required reports relating to sampling, analysis and/or testing shall be provided to the City upon completion of such sampling, analysis and/or testing. 9. If any equal or superior alternative exists over any of the conditions, as determined by the Director of Public Utilities and the Director of Community Development, City staff shall have the ability to modify such condition(s). 10. A minimum 10' separation shall exist between the egress doors on the west side of the building and the property line. 11. An updated landscaping and parking lot layout plan shall be submitted to the Community Development Department for review and approval meeting applicable parking and landscaping guidelines. 12. A sign permit shall be obtained prior to the installation of any signage on the property. 13. The subject property shall be combined with the property at 3733 Stanley Street (Parcel ID 281240827230033) via a Certified Survey Map, subject to the review and approval of Community Development staff. 14. Building and erosion control permits shall be obtained prior to the start of construction. 15. Staff shall have the ability to approve minor amendments to the approved site plan.

Vicinity Map



Background

The applicant has been in discussions with City staff on adjusting the use of the property at 3707 Stanley Street to accommodate a planned vehicle sale and repair use. In March 2021, the property owner presented two requests before the Plan Commission and Common Council. The first was to amend the Comprehensive Plan Future Land Use Map to change the intended use of the subject property from "Residential" to "Commercial/Office/Multi-Family." The second request was to rezone the subject property from "R-2" Single Family Residential to "B-4" Commercial. Both requests were approved.

Following the future land use and rezoning requests, the applicant has been in discussions with City staff regarding the proposed construction of a Hyundai dealership. The request entails the razing of an existing single-family home on the lot to accommodate the construction of a 12,524 square foot building. The proposed building is split between two uses—vehicle sales located within the northern half of the building, with vehicle repair and service space located within the southern half of the building. Parking is provided in both the front and rear of the property to accommodate the proposed use. A reconfiguration of existing parking stalls at the neighboring property (3733 Stanley Street) is proposed to promote improved traffic flow within the two parcels. Should the Plan Commission and Common Council approve the conditional use request, please note that it is the property owner's intent to combine both properties (PID's 281240827230019 & 281240827230033) via a certified survey map. By combining both parcels, it allows for a more continuous parking lot.

A conditional use permit for the proposed improvements is required due to two reasons. First, the City's Zoning Code states that there shall not be more than one building located on one lot unless a conditional use permit is obtained.

Second, the subject property is located within the Wellhead Protection Overlay District B. While vehicle sales and repair are a permitted use within the "B-4" Commercial District, it is a conditional use permit within the Wellhead Protection B District. Both conditional use requirements are listed below:

Ch. 23.01(13)

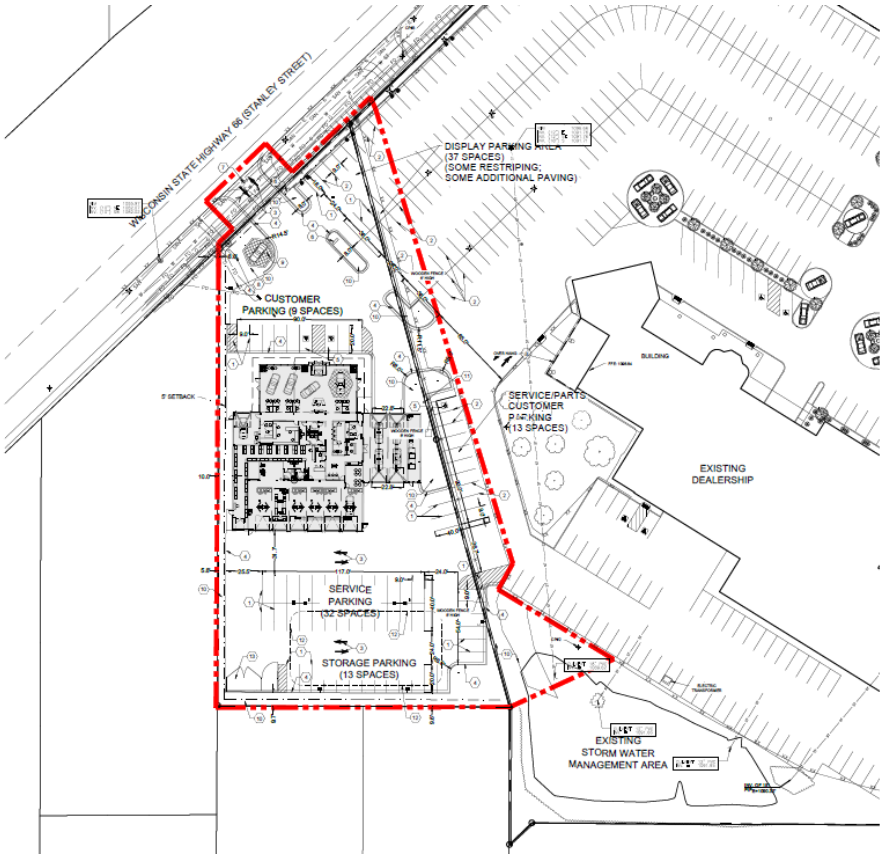
f) More Than One Principal Building or Use on a Lot. Every building hereafter erected, converted, enlarged, or structurally altered shall be located on a zoning lot and there shall not be more than one main building on one zoning lot except that the Plan Commission may authorize more than one main building on one zoning lot if the proposal meets the conditional use standards contained in this ordinance.

Ch. 23.02(4)(e)(3.4)

The following uses may be permitted on a case-by-case basis, providing adequate groundwater protection and monitoring measures, as determined by the Stevens Point Plan Commission and Common Council, are instituted.

1) All other uses, which are not permitted uses listed above, but are uses allowed within the underlying zoning district.

Further development details have been provided below and are summarized throughout this report.



1. **Setbacks.**

The following are the setback requirements in the "B-4" Commercial District: 25' street yard setback, zero foot side yard setback and a 10' rear yard setback. For side yard setbacks, an additional five feet of setback is required if a lot is adjacent to a residential lot, plus an additional five feet if a side yard is provided. Based on the site plan shown above, the proposed building meets both the street yard and rear yard setbacks. An approximate 10' side yard setback is proposed on the west side of the property. Given that a side yard setback is provided and that the adjacent property is utilized for a residential use, a minimum 10' setback is required. Lastly, as the parcel is proposed to be combined with 3733 Stanley Street, the eastern side yard setback is met.

2. **Parking.**

Based on the size and uses occurring within the proposed building, a minimum of 40 parking stalls are required. Per the City's Zoning Code, applicants can propose parking stall counts that exceed the minimum number required. However, the number of proposed parking stalls cannot exceed 150% of the minimum number of stalls required. The applicant is proposing 73 parking stalls designated for Hyundai's use, exceeding the 60 parking stall maximum. As additional landscaping is required on the property, the applicant is working with City staff to reduce the number of stalls provided.

3. **Landscaping.**

Canopy trees and shrubs are proposed along the northern, southern and western property lines, with additional landscaping located within proposed terminal islands. As residential uses adjoin the subject property to the west and south, City staff is seeking additional landscaping or fencing to be installed to provide a more effective buffer between the two land uses. Additionally, a landscaping plan is required to be submitted that is subject to the review and approval of Community Development staff.

4. **Signage.**

The applicant is proposing wall signage to be installed on the northern façade of the building. Additional details (e.g., sign dimensions) are required to determine the maximum amount of wall signage allowed within the combined property. Additionally, one freestanding sign is proposed near the entrance to the Hyundai dealership. As two freestanding signs exist on Stanley Street for the adjacent vehicle dealership, a third freestanding sign would exceed the maximum allowed per the City's Sign Code. The applicant is working with City staff about potentially seeking a sign variance once the two parcels are combined.

5. **Stormwater management.**

A stormwater management plan will need to be produced to determine whether or not the existing stormwater pond at 3733 Stanley Street can accommodate the proposed building and additional impervious surfacing. Secondly, given the vehicle repair use within the City's groundwater protection district, additional conditions are placed in this request to address potential concerns.

6. **Fire access.**

Per Fire Department requirements, access lanes within the property must be a minimum width of 20 feet. Based on the parking lot layout, appropriate access exists to enter and travel within the lot.

7. **Lighting.**

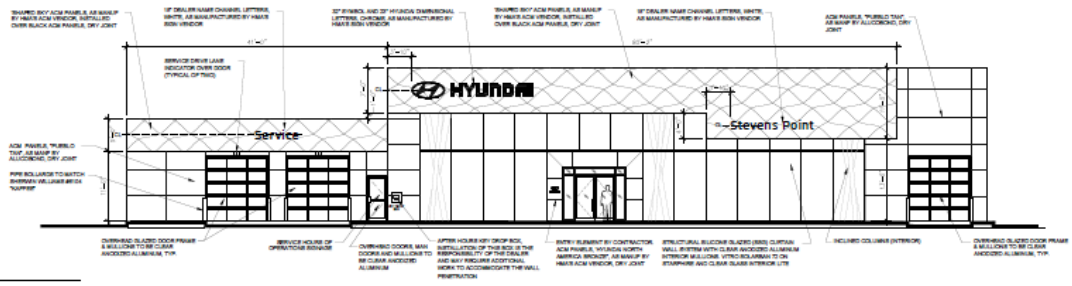
A photometric plan has been provided by the applicant. Approximately 2-5 footcandles of lighting are proposed along the adjoining residential lot, with the greatest being located along the proposed parking stalls. With diminished lighting proposed along adjacent residential lots and Stanley Street, staff believes that the lighting proposed is adequate.

Standards of Review – Conditional Use

1. **The establishment, maintenance, or operation of the use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.**

   Analysis: The lot is currently utilized as a single-family residence. The proposal is to raze the home to construct a Hyundai dealership.

   Findings: While vehicle sales and service are considered a greater intensity of land use, staff does not believe that the proposed conditional use permit will be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. The subject property is located in a defined commercial corridor with direct access to Highway 66 and adjacent to other vehicle sales and repair establishments. Given that the subject property is located within the Wellhead Protection Overlay District B, additional protocols are established to ensure that the proposed use does not impair the City's water quality. Staff believes that this standard is met.



PROPOSED NORTH VIEW
Scale: 1/8"= 1'-0"

2. **The use will not be injurious to the use and for the purpose already permitted, nor substantially diminish and impair property values.**

   Analysis: Residential properties exist to the north, south and west of the subject property. An existing vehicle dealership and repair service exists to the east of the subject property.

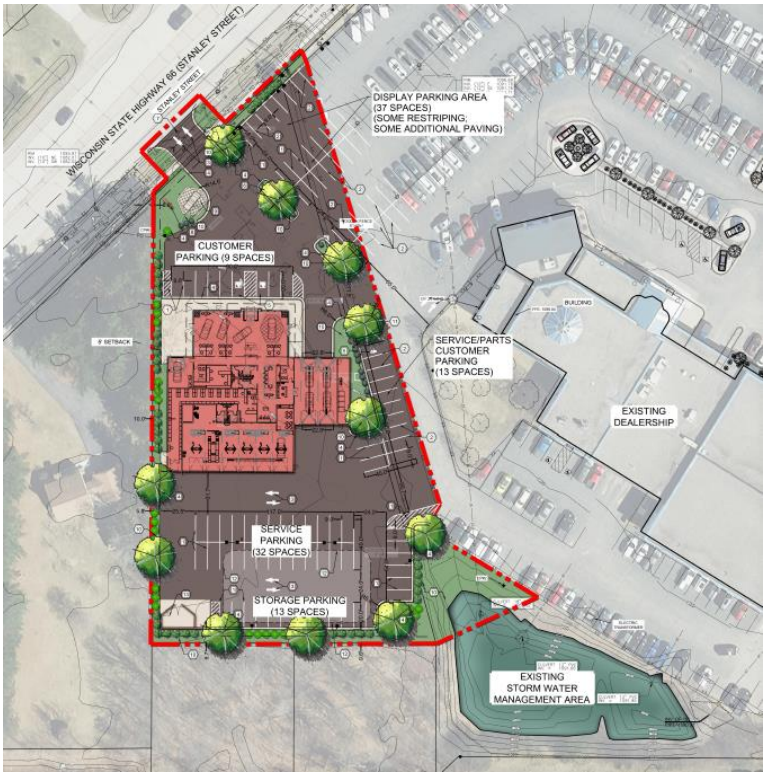
   Findings: With a recent Future Land Use amendment and rezoning of the subject property to allow for commercial uses, the proposed use is compatible with the commercial use designated for the property. While residential uses of varying intensities surround the subject property, additional requirements are placed on this request to ensure that the proposed use does not impair neighboring properties (e.g., landscape buffering).

3. **The establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.**

   Analysis: The respective area is in an established and developed area of the City and has been utilized as a residence for several years.

Findings: See standards one and two above. Adjoining properties to the south and west are zoned for residential uses. The adjacent property to the east is zoned for commercial uses. Similarly, all adjoining parcels are designated for either residential or commercial uses within the City's Future Land Use Map. Given that the parcel is located in a defined commercial corridor given its adjacency to Highway 66 and is intended to be combined with 3733 Stanley Street, staff believes that adjoining residential uses would not be negatively impacted by the proposed dealership.

4. **The exterior architectural appeal and function plan of any proposed structure will not be in variance with either the exterior architectural appeal and function plan, and scale of the structures already constructed or in the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood.**



Analysis: While architectural details for the proposed dealership are not finalized at this time, architectural features are intended to be complementary with the adjacent dealership and other dealerships along the Highway 66 corridor.

Findings: This standard is met.

5. **Adequate utilities, access roads, drainage and/or facilities have been, or are being, provided.**

Analysis: Sewer and water connections currently exist off of Stanley Street that can support the proposed development. An existing stormwater pond exists in the rear of the lot at 3733 Stanley Street. Stormwater calculations are ongoing to determine if the existing stormwater pond can accommodate the proposed development.

Designed access to the Hyundai dealership is off of Stanley Street (approximately where the existing residential driveway is located). Given that the proposed parking lot is intended to be connected with the Stevens Point Automotive Center, additional access points into the subject property could come from the adjacent property. As stated earlier, the width of the parking lot access aisles are appropriate for both vehicular movement and for Fire Department access.

Findings: This standard is met.

6. **Adequate measures have been, or will be taken, to provide ingress and egress so designed to minimize traffic congestion in the public streets.**

Analysis: The respective area is in an established area of the City with appropriate vehicular access off of Stanley Street. As the subject property is proposed to be combined with the property at 3733 Stanley Street, access into the lot could also occur from the adjacent lot.

Findings: Based on the size of the structure proposed and its parking lot layout, staff believes that traffic to and within the property is sufficient.

7. **The proposed use is not contrary to the objectives of any duly adopted land use plan for the City of Stevens Point, any of its components, and/or its environs.**

   Analysis: The City's 2005 Comprehensive Plan Future Land Map has identified the subject property for commercial, office and multi-family uses. Similarly, the subject property is zoned within the "B-4" Commercial District. According to the City's Zoning Code, the "B-4" Commercial District was established "to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City's Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access."

   Findings: The proposed use meets the intent of the "B-4" Commercial District as vehicle sales and repair are compatible with commercial uses. Given that the subject property is located within the Wellhead Protection Overlay District B, appropriate measures have and will be taken to ensure that the vehicle repair use meets appropriate wellhead protection regulations, subject to the review and approval of the Utilities Department.

8. **The use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Plan Commission.**

   Analysis: The conditional use permit is seeking to develop the subject property to accommodate a proposed vehicle sales and repair use.

   Findings: The regulations within the "B-4" Commercial District and Wellhead Protection Overlay District B are met provided that the conditions applied to this report are met and the conditional use permit is allowed. Please refer to the site details above in the "background" section and the attached plans.

9. **The proposal will not result in result in an over-concentration of high density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective systems of the community.**

   Analysis: N/A

   Findings: N/A

10. **Principal – Applications for exclusive multi-family residential uses: The view from the street should maintain a residential character. The view should not be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.**

    Analysis: N/A

    Findings: N/A

11. **Access to the site shall be safe.**

Analysis: Vehicular, bicycle and pedestrian access to the subject property is off of Stanley Street. As internal traffic flow within the subject property is also connected to the property at 3733 Stanley Street, additional access points could occur off of Stanley Street and Green Avenue North.

Findings: This standard is met.

12. **There shall be adequate utilities to serve the site.**

    a. **The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

       Analysis: Sewer and water mains exist off of Stanley Street that can support the proposed development. As stated earlier, parking lot aisle lanes are of sufficient width to handle fire and emergency response vehicle traffic within the site.

       Findings: This standard is met.

13. **The privacy of the neighboring development and the proposed development shall be maintained as much as practical. Guidelines:**

    a. **Mechanical equipment including refuse storage shall be screened from neighboring properties.**

       Analysis: Mechanical equipment is proposed as part of operating a vehicle sales and repair service. Necessary equipment will be located in a mechanical room within the proposed structure that meets applicable wellhead protection requirements.

       Findings: This standard is met.

    b. **Lighting shall be located to minimize intrusion onto neighboring properties.**

       Analysis: Lighting is proposed throughout the parking lot, with light also permeating outward from inside the building.

       Findings: As shown within the attached photometric plan, light intensity within the property is at its lowest along the southern and western property lines (both adjacent to residential uses). Given additional landscaping and fencing proposed along the southern and western property lines, sufficient buffering exists to minimize light intrusion onto neighboring property lines.

    c. **Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

       Analysis: The uses will be operating within the confines of the property.

       Findings: Vehicle sales are unlikely to create excessive noise. While repairing vehicles will exhibit greater noise, additional measures attached to this request have been taken to reduce noise intrusion to neighboring properties (e.g., landscape and fence buffering).

14. **Principal – Applications for exclusive multi-family residential uses. Landscaping shall be provided or existing landscape elements shall be preserved to maintain a sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.**

    Analysis: N/A

    Findings: N/A

Based on the findings above, staff would recommend approval of the conditional use permit with the conditions outlined on pages one and two. Please keep in mind that recent State legislation has placed limitations on local jurisdictions regarding the denial of conditional use permits. Conditional use permits shall be reviewed by a means to permit a use under certain conditions applied to the use or property. For example, if a concern is raised regarding to a standard above, a condition can be applied to the permit to address the concern and grant the permit.

Photos

Stanley Street

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**		**Fee Paid**	
Associated Applications if Any				**Assigned Case Manager**			
Pre-Application Conference Date				**Conditional Use Permit Request**	**Use** ☐ **Amend** ☐		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Rettler Corporaiton	**Contact Name**	Mike Helmrick
Address	3317 Business Park Dr.	**Address**	3317 Business Park Dr.
City, State, Zip	Stevens Point, WI, 54482	**City, State, Zip**	Stevens Point, WI, 54482
Telephone	(715) 341-2633	**Telephone**	(715) 341-2633
Fax	(715)341-0431	**Fax**	(715)341-0431
Email	mhelmrick@rettler.com	**Email**	mhelmrick@rettler.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Rydell Management Company LLC	**Owner's Name**	
Address	4901 W 26th St.	**Address**	
City, State, Zip	Sioux Falls, SD, 57106	**City, State, Zip**	
Telephone	402-412-3550 (Owners Rep. Nate Herbst)	**Telephone**	
Fax	402-412-3552	**Fax**	
Email	NHerbst@hnrco.com	**Email**	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]

Parcel 1	Parcel 2	Parcel 3
281-24-0827230019 (3707 Stanley St.)(1.52 Acres)	281-24-0827230033 (3733 Stanley St.)(8 Acres)	

Legal Description of Subject Property

Parcel 1 - PRT W1/2 W1/2 FRAC NWS27T24R8 COM 50'E&1055.6' N OF FRAC SWNW;NE ALG SL HY 66,558'-POB;TH S,327';TH E, 210';NW453'MOL TO SL HY 66; SW 130'-POB 872891

Parcel 2 - L1 CSM#10943-50-73 BNG PRT NWNW & SWNW S27 T24 R8 8.00A 872891

Designated Future Land Use Category	Current Use of Property
N/A	(Parcel 1 - R2 Single Family Residential) (Parcel 2 - B4 Commercial)

Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

Additions to the existing car dealership shall include reconfiguring the existing parking facilities on Parcel 2 and redevelopment of the existing R2 (understood to be rezoned to B4), single family parcel of property to the west of Parcel 2. The scope of improvements as part of the project include the development of a 12,524 square foot dealership for sales and service. Hard surface parking, site landscaping and storm water management improvements will accompany the dealership as required by local and state ordinances.

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)

Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)
Building location will be addressed to meet setbacks and site landscaping and storm water management practices will be implemented to screen and manage existing site runoff as required by local and state ordinances.

Current Zoning Surrounding Subject Property			
North:	B4 - Commercial	**South:**	R4 - Residential
East:	B4 - Commercial	**West:**	R-2 - Residential
Current Land Use Surrounding Subject Property			
North:	Automotive Sales - Dealership	**South:**	Multi-Family Residential
East:	Automotive Sales - Dealership	**West:**	Single Family Residential

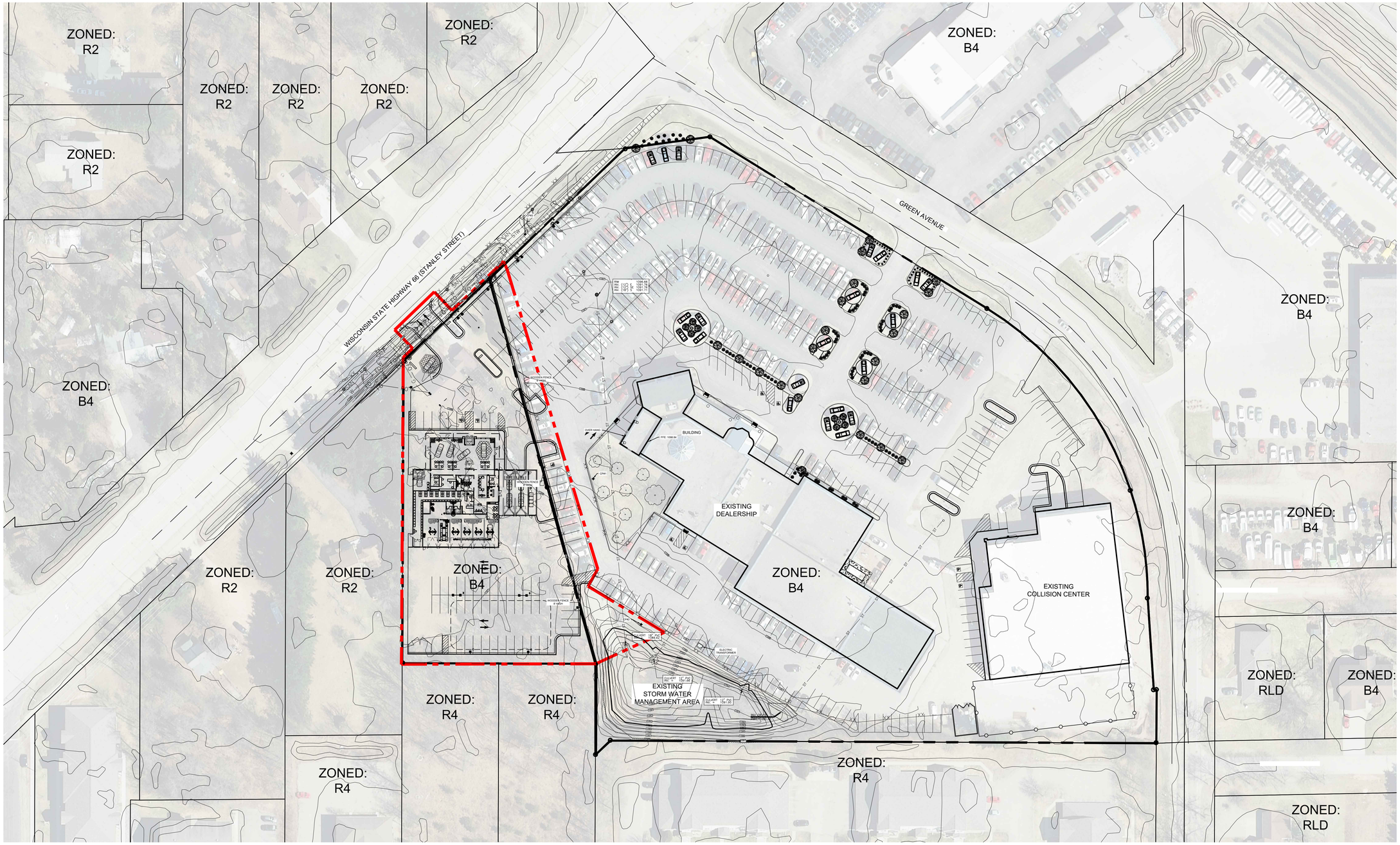
EXHIBITS

Owner Information Sheet	☐	**Additional Exhibits If Any:**
Letter to District Alderperson	☐	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☒	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☒	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (including any equivalent alternative landscaping requests)	☒	
Stormwater Plan Preliminary Stormwater Managment areas shown on Site Plans	☒	
Outdoor Lighting Plan (location of fixtures, illumination levels)	☒	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
Mike Helmrick	4-5-21		



N

0' 50' 100' 150'

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REV	DATE	ISSUED FOR
	03.31.21	REVIEW

DRAWN: R. RAMIREZ
CHECKED: M. HELMRICK
DOCUMENT NO. 21.024

RETTLER corporation
3317 Business Park Drive, Stevens Point, WI 54481
Telephone: 715 - 341 - 2633, Fax: 715 - 341 - 0431
email: info @ rettler.com, website: www.rettler.com

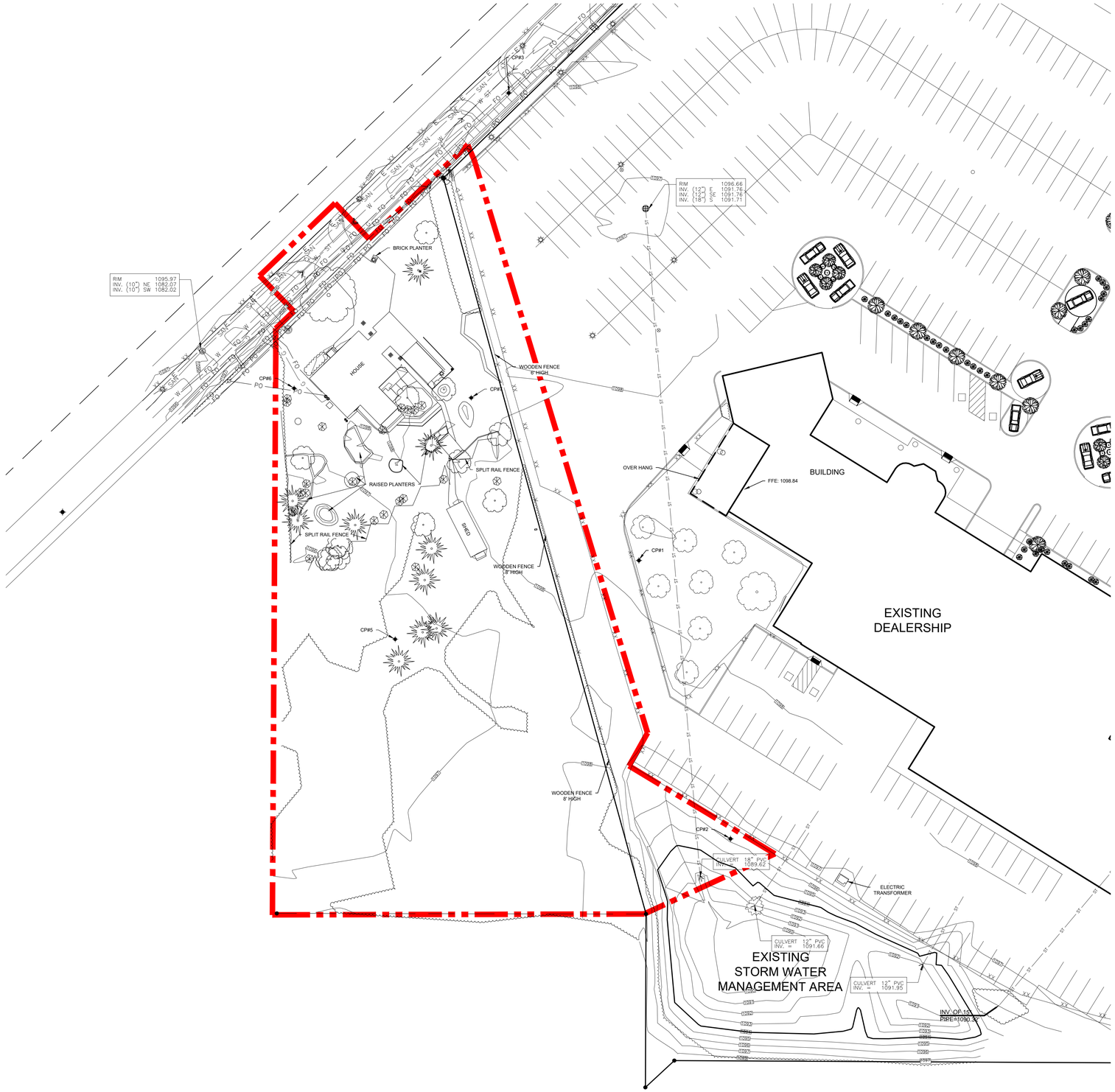
STEVENS POINT HYUNDAI PROJECT

OVERALL SITE PLAN

STEVENS POINT HYUNDAI
WI040

3707 STANLEY ST
STEVENS POINT, WI 54481

C1.0



LAND & FACILITY DEVELOPMENT DATA

LOT AREA	*59,200 S.F.*	*(1.36 ACRES)*
- ESTIMATED PROJECT AREA	*74,620 S.F.*	*(1.71 ACRES)*
PERVIOUS SURFACE AREA (87%)	*7,580 S.F.*	*(0.17 ACRES)*
IMPERVIOUS SURFACE AREA (13%)	*51,620 S.F.*	*(1.19 ACRES)*
BUILDING AREA	*12,350 S.F.*	
- CUSTOMER FOCUS AREA	*4,320 S.F.*	
- GENERAL ADMIN	*970 S.F.*	
- SERVICE DRIVE	*1,800 S.F.*	
- SERVICE SHOP	*3,150 S.F.*	
- PARTS STORAGE	*1,050 S.F.*	
NUMBER OF PARKING SPACES	*104 TOTAL SPACES*	
- CUSTOMER PARKING	*9 SPACES*	
- PARTS CUSTOMER PARKING	*13 SPACES*	
- SERVICE PARKING	*32 SPACES*	
- STORAGE PARKING	*13 SPACES*	
- DISPLAY PARKING	*37 SPACES*	

N

0' 30' 60' 90'

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	03.31.21	REVIEW

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email: info @ rettler.com, website: www.rettler.com

STEVENS POINT HYUNDAI PROJECT

EXISTING SITE PLAN

STEVENS POINT HYUNDAI
WI040

3707 STANLEY ST
STEVENS POINT, WI 54481

C2.0

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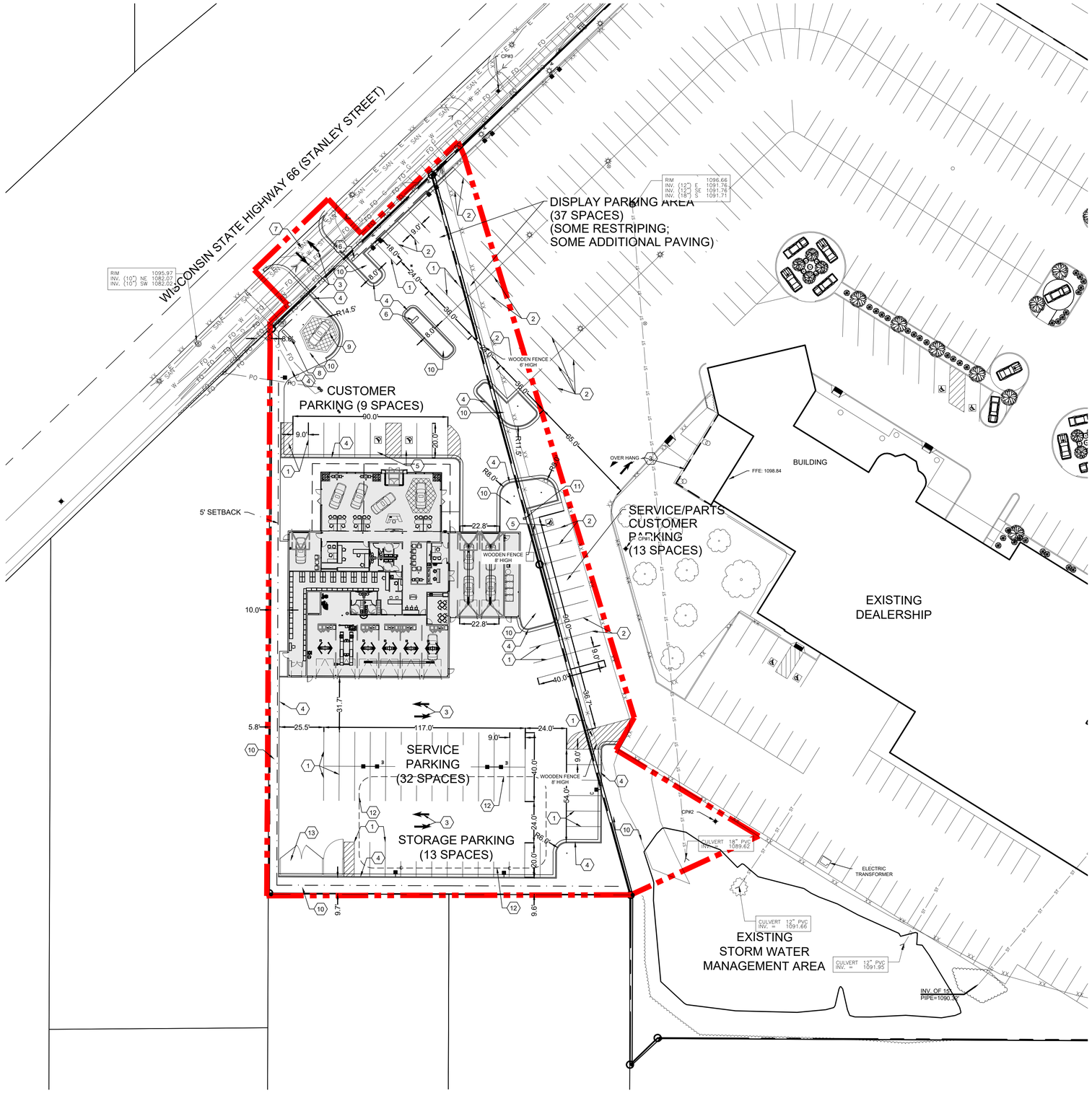

LAND & FACILITY DEVELOPMENT DATA

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- PARTS CUSTOMER PARKING	*13 SPACES*	
- SERVICE PARKING	*32 SPACES*	
- STORAGE PARKING	*13 SPACES*	
- DISPLAY PARKING	*37 SPACES*	

SITE LAYOUT KEYNOTES

1. PAVEMENT STRIPING
2. PAVEMENT STRIPING (RESTRIPE SECTION OF EXISTING HARD SURFACE)
3. DIRECTIONAL ARROWS
4. CURB AND GUTTER
5. ADA PARKING SPACE & SIGN
6. DIRECTIONAL TRAFFIC SIGNAGE
7. EXISTING ENTRY DRIVE APRON RECONSTRUCTION
8. HYUNDAI PYLON SIGN FEATURES (SEE ARCHITECTURAL PLANS)
9. CANTED DISPLAY PAD (STAMPED CONCRETE & LIGHTING PER LOCAL ARCHITECT)
10. SODDED TURF AREA
11. OPTIONAL COURTESY CHARGING STATION
12. UNDERGROUND STORM WATER STORAGE
13. TRASH RECEPTACLE ENCLOSURE (SEE ARCHITECTURAL PLANS)

REV	DATE	ISSUED FOR
	03.31.21	REVIEW

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STEVENS POINT HYUNDAI PROJECT

LAYOUT PLAN

STEVENS POINT HYUNDAI
WI040
3707 STANLEY ST
STEVENS POINT, WI 54481

C3.0

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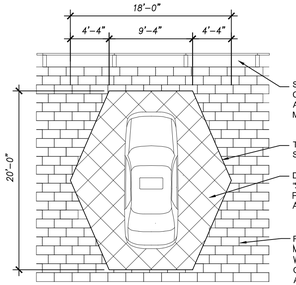


STRUCTURAL SILICONE GLAZED (SSG) CURTAIN WALL SYSTEM WITH CLEAR ANODIZED ALUMINUM INTERIOR VERTICAL MULLIONS

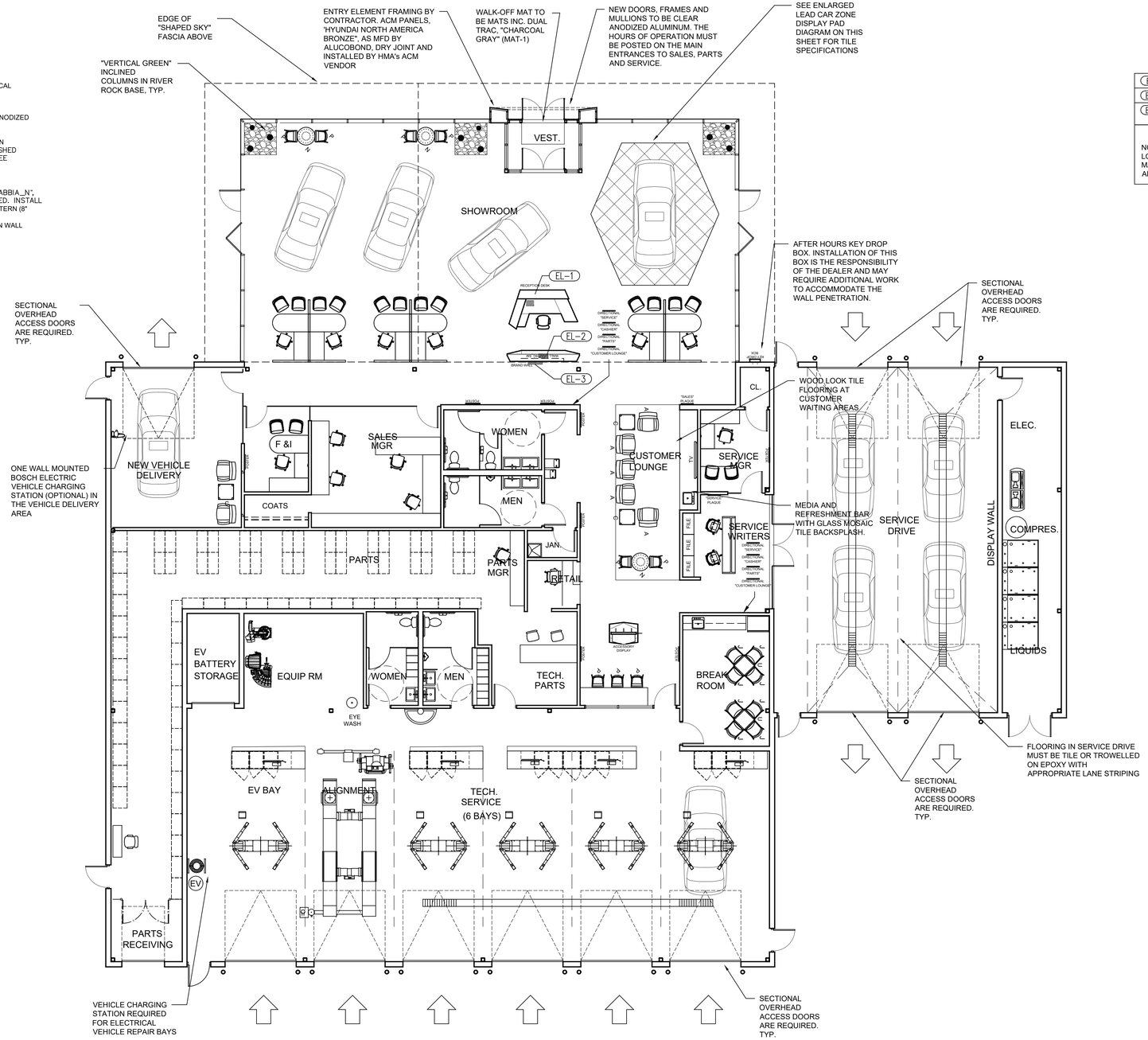
TRIM DISPLAY PAD WITH CT-6 CLEAR ANODIZED SPACER BARS AS SHOWN

DISPLAY PAD TILE TO DAL TILE SISTEMN "SABBIA_N", MJ02, 24"X 24", POLISHED POLISHED. INSTALL AT A 45 DEGREE ANGLE TO FIELD TILE

FIELD TILE TO BE DAL TILE SISTEMN "SABBIA_N", M83C, 12"X 24", MATTE UNPOLISHED. INSTALL WITH 1/3 STEP RUNNING BOND PATTERN (8" OFFSET)
ALWAYS PARALLEL TO FRONT CURTAIN WALL

LEAD CAR ZONE DISPLAY PAD

SCALE: 1/8" = 1'-0"



PROPOSED FLOOR DIAGRAM

Scale: 1/8"= 1'-0"

EL-1	RECEPTION DESK FLOOR BOX
EL-2	BRAND WALL FLOOR BOX
EL-3	ILLUMINATED GRAPHIC CABLE MANAGEMENT BOX

NOTE: SEE EWI "FLOOR OUTLET AND DATA JACK LOCATION DIAGRAM" AND "RECESSED CABLE MANAGEMENT BOX LOCATION DIAGRAM" FOR ADDITIONAL INFORMATION

EWI NOTES:

1. THE ORDER INCLUDES (1) SMALL ILLUMINATED GRAPHICS
2. THE ONE ILLUMINATED GRAPHICS IN THE SHOWROOM WILL BE CENTERED HORIZONTALLY ON THE WALL AND MOUNTED 5'-0" ABOVE THE FINISHED FLOOR (TO BOTTOM OF GRAPHIC)
3. A LIFT WILL BE REQUIRED TO INSTALL GRAPHICS

GENERAL NOTES:

1. ALL FINISHES AND MATERIALS SHOULD BE IN ACCORDANCE WITH THE GDSI 2.0 DESIGN MANUAL
2. AT PARTS AREA, PARTS RACKING SYSTEMS ARE TO HAVE STANDARD "BLACK" PAINT FINISH TO MATCH SERVICE EQUIPMENT. TECHNICIANS PARTS COUNTER TO HAVE STAINLESS STEEL TOP.
3. AT SERVICE SHOP, ALL SERVICE EQUIPMENT, LIFTS AND TOOL CABINETS ARE TO HAVE MANUFACTURER'S STANDARD "BLACK" PAINT FINISH. EVERY SERVICE BAY MUST INCORPORATE BUILT-IN TOOL CABINETS FOR TECHNICIANS TOOLS, EQUIPMENT AND FAST MOVING PARTS. TOOL CABINETS MUST BE LOCATED AT THE FRONT OF THE BAY AND INCLUDE STAINLESS STEEL COUNTERTOPS AND COMPUTER TERMINALS.
4. SHOP FLOORING MUST BE TILE, TROWELED ON EPOXY OR SEALED CONCRETE AND ALL SERVICE BAYS MUST HAVE APPROPRIATE LANE STRIPING.
5. PAINT SHOP WALLS WITH P-7 ABOVE DOOR FRAMES (7'-2" AFF), P-8 BELOW THE DOOR FRAMES
6. DEDICATED INTERNET ACCESS MUST BE PROVIDED TO CUSTOMERS, SALES, PARTS AND SERVICE. (I.E., WI-FI SERVICE MUST NOT BE SHARED BETWEEN THESE GROUPS).
7. SERVICE SHOP EQUIPMENT - HYUNDAI DEALER SOLUTIONS; ORDERING INFORMATION: 1-866-539-4248 OR AT www.HyundaiDealerSolutions.com

HYUNDAI

PRELIMINARY
NOT FOR CONSTRUCTION OR PERMITTING PURPOSES

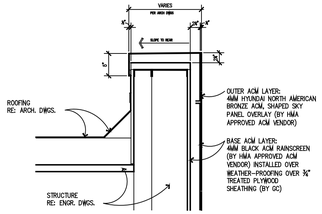
1. This design concept drawing is not intended for construction or permit purposes but to express the general requirements for the project.
2. No representation is being made as to compliance with local State or Federal regulations and neither the designer nor the dealer assumes any responsibility or liability with reference thereto.

Issue Date: 03/25/2021
Drawn By: DLindahl
Revisions:

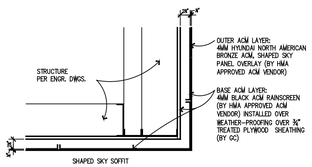
AGI

Proposed Floor Diagram
Stevens Point Hyundai
3707 Stanley Street
Stevens Point, WI
Dealer Code WI040

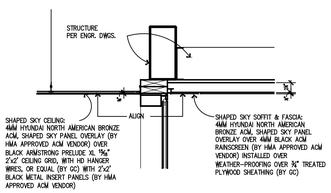
A-3



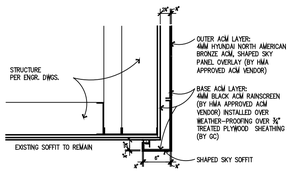
1 CAP DIAGRAM
Scale: 3/4"=1'-0"



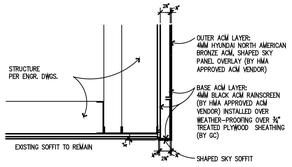
2 SOFFIT DIAGRAM
Scale: 3/4"=1'-0"



3 ACM TRANSITION DIAGRAM
Scale: 3/4"=1'-0"



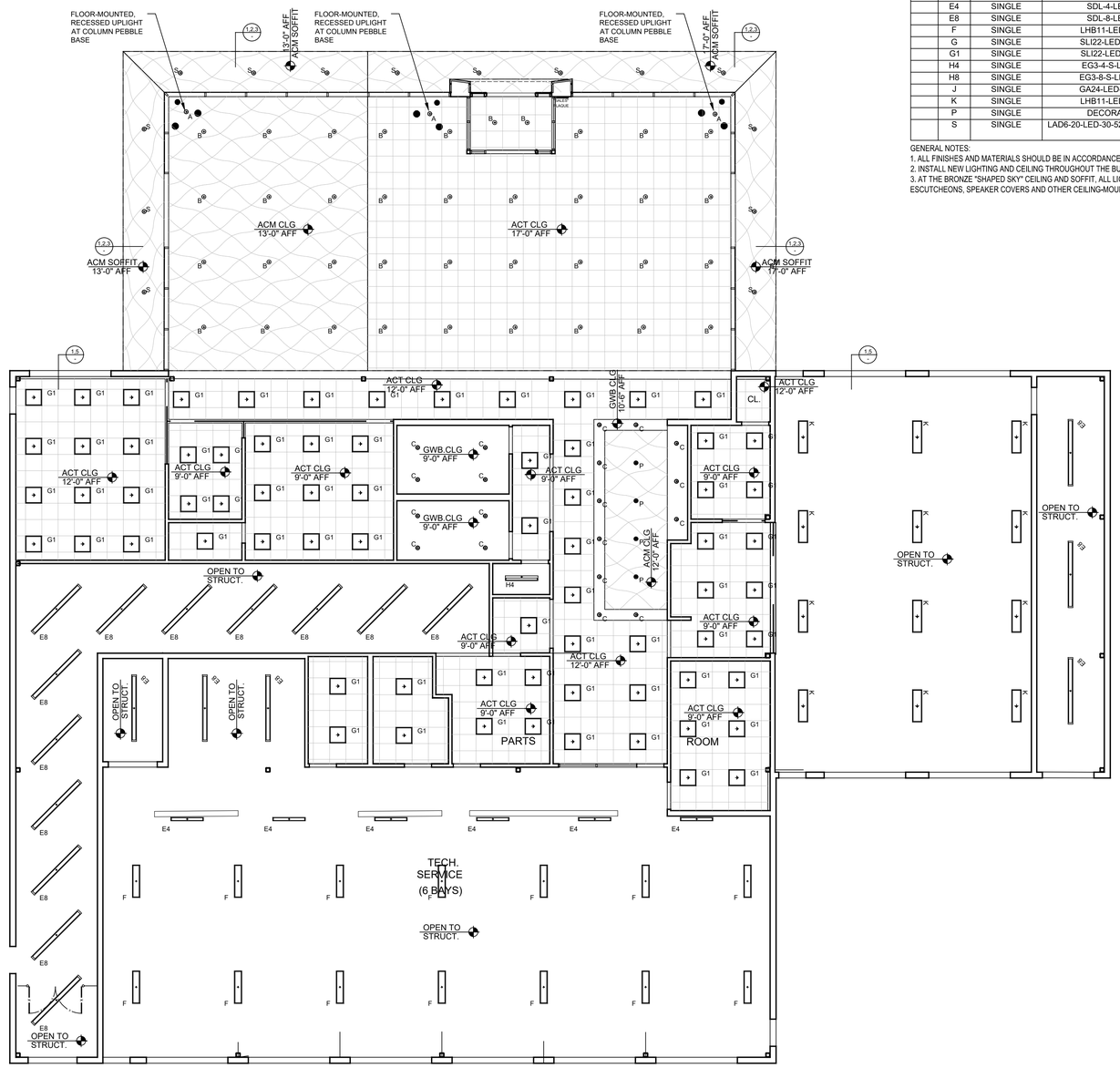
4 SOFFIT DIAGRAM
Scale: 3/4"=1'-0"



5 SOFFIT DIAGRAM
Scale: 3/4"=1'-0"

LUMINAIRE SCHEDULE							
QTY	LABEL	ARRANGEMENT	DESCRIPTION	LLF	LUMENS	ARR. LUM. LUMENS	ARR. WATTS
	A	SINGLE	XIG-LED-19-350-WW-UE-SP10-INGROUND	1.000	N.A.	1489	22
	B	SINGLE	LAD6-41-LED-40-75-TR6R-HZ-18' MH	1.000	N.A.	4112	45
	C	SINGLE	LAD6-13-LED-40-62-TR6R-HZ-9' MH	1.000	N.A.	1273	14
	D	SINGLE	LAD6-41-LED-40-75-TR6R-HZ-14' MH	1.000	N.A.	4112	45
	E4	SINGLE	SDL-4-LED-SS-CW-9' MH	1.000	N.A.	4380	34
	E8	SINGLE	SDL-8-LED-SS-CW-9' MH	1.000	N.A.	8762	68
	F	SINGLE	LHB11-LED-30L-S-50-14' MH	1.000	N.A.	28807	213
	G	SINGLE	SLI22-LED-HO-NW-UE-9' MH	1.000	N.A.	3083	34.6
	G1	SINGLE	SLI22-LED-SS-NW-UE-9' MH	1.000	N.A.	2408	29
	H4	SINGLE	EG3-4-S-LED-HO-CW-9' MH	1.000	N.A.	7361	60.6
	H8	SINGLE	EG3-8-S-LED-HO-CW-12' MH	1.000	N.A.	14722	121
	J	SINGLE	GA24-LED-SS-NW-P12-9' MH	1.000	N.A.	5170	45
	K	SINGLE	LHB11-LED-12L-S-50-14' MH	1.000	N.A.	12969	89
	P	SINGLE	DECORATIVE PENDANT	1.000	N.A.	1273	14
	S	SINGLE	LAD6-20-LED-30-52-TR6R-HZ-WITH LENS-14'	1.000	N.A.	2029	23

GENERAL NOTES:
1. ALL FINISHES AND MATERIALS SHOULD BE IN ACCORDANCE WITH THE GDSI 2.0 DESIGN MANUAL.
2. INSTALL NEW LIGHTING AND CEILING THROUGHOUT THE BUILDING.
3. AT THE BRONZE "SHAPED SKY" CEILING AND SOFFIT, ALL LIGHT FIXTURE TRIM RINGS, HVAC SUPPLY & RETURN REGISTERS, SPRINKLER ESCUTCHEONS, SPEAKER COVERS AND OTHER CEILING-MOUNTED DEVICES SHALL HAVE BLACK, FACTORY-APPLIED FINISH.



PROPOSED REFLECTED CEILING DIAGRAM-MAIN LEVEL
Scale: 1/8"= 1'-0"

HYUNDAI

PRELIMINARY
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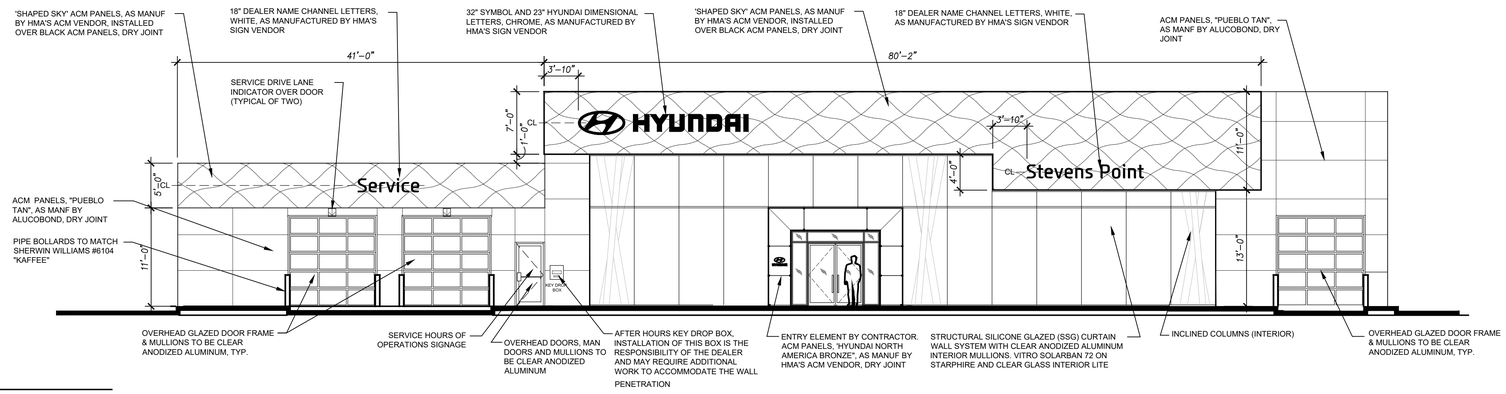
2. No representation is being made as to compliance with local State or Federal regulations and neither the designer nor the dealer assumes any responsibility or liability with reference thereto.

Issue Date: 03/25/2021
Drawn By: DLindahl
Revisions:

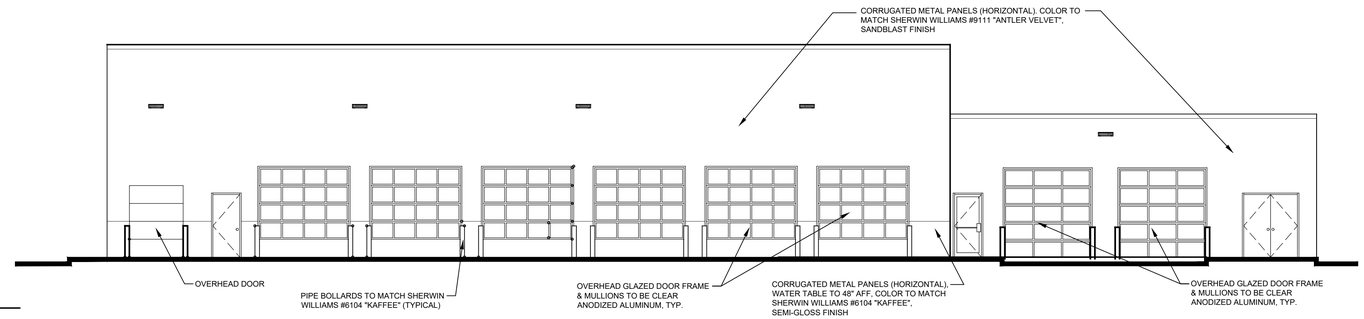
AGI

Proposed Reflected Ceiling Diagram
Stevens Point Hyundai
3707 Stanley Street
Stevens Point, WI
Dealer Code WI040

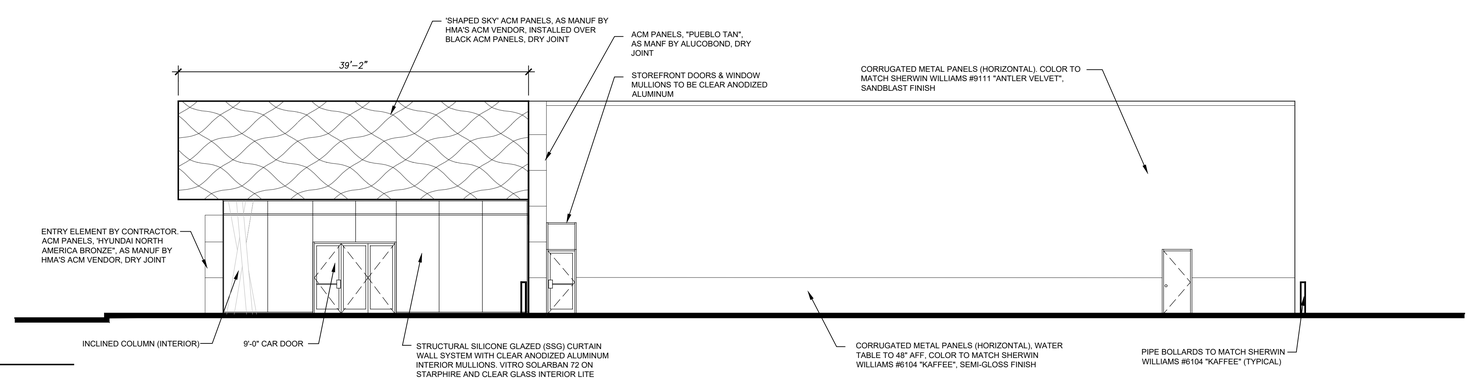
A-4
4 of 5 sheets



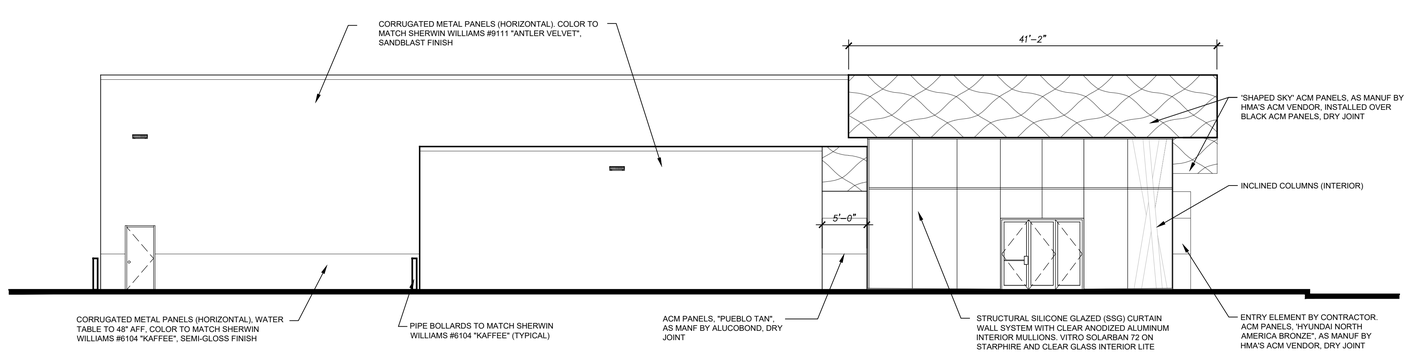
PROPOSED NORTH VIEW
Scale: 1/8"= 1'-0"



PROPOSED SOUTH VIEW
Scale: 1/8"= 1'-0"



PROPOSED WEST VIEW
Scale: 1/8"= 1'-0"



PROPOSED EAST VIEW
Scale: 1/8"= 1'-0"

HYUNDAI

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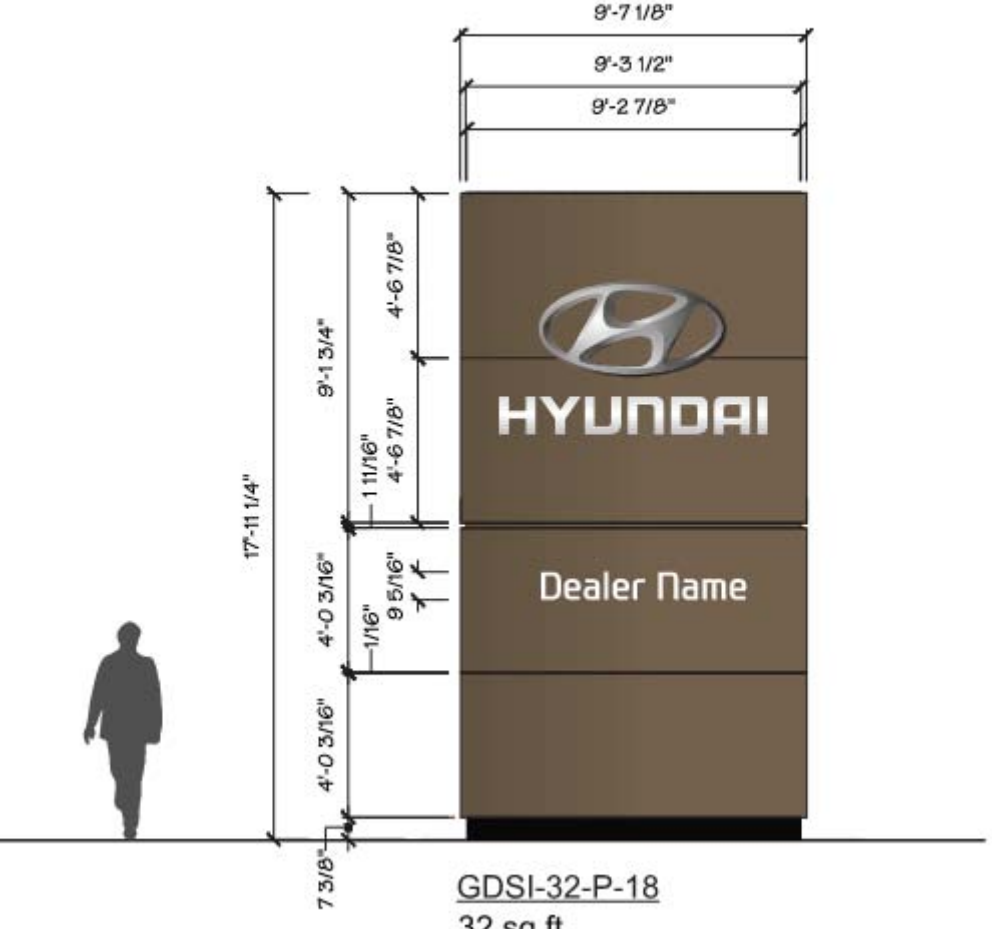
Drawn By: DLindahl

Revisions:

AGI

Proposed Exterior Views
Stevens Point Hyundai
3707 Stanley Street
Stevens Point, WI
Dealer Code WI040

A-5
5 of 5 sheets



GDSI-32-P-18

32 sq ft

Stevens Point Hyundai

3707 Stanley Street
Stevens Point, WI

Schedule

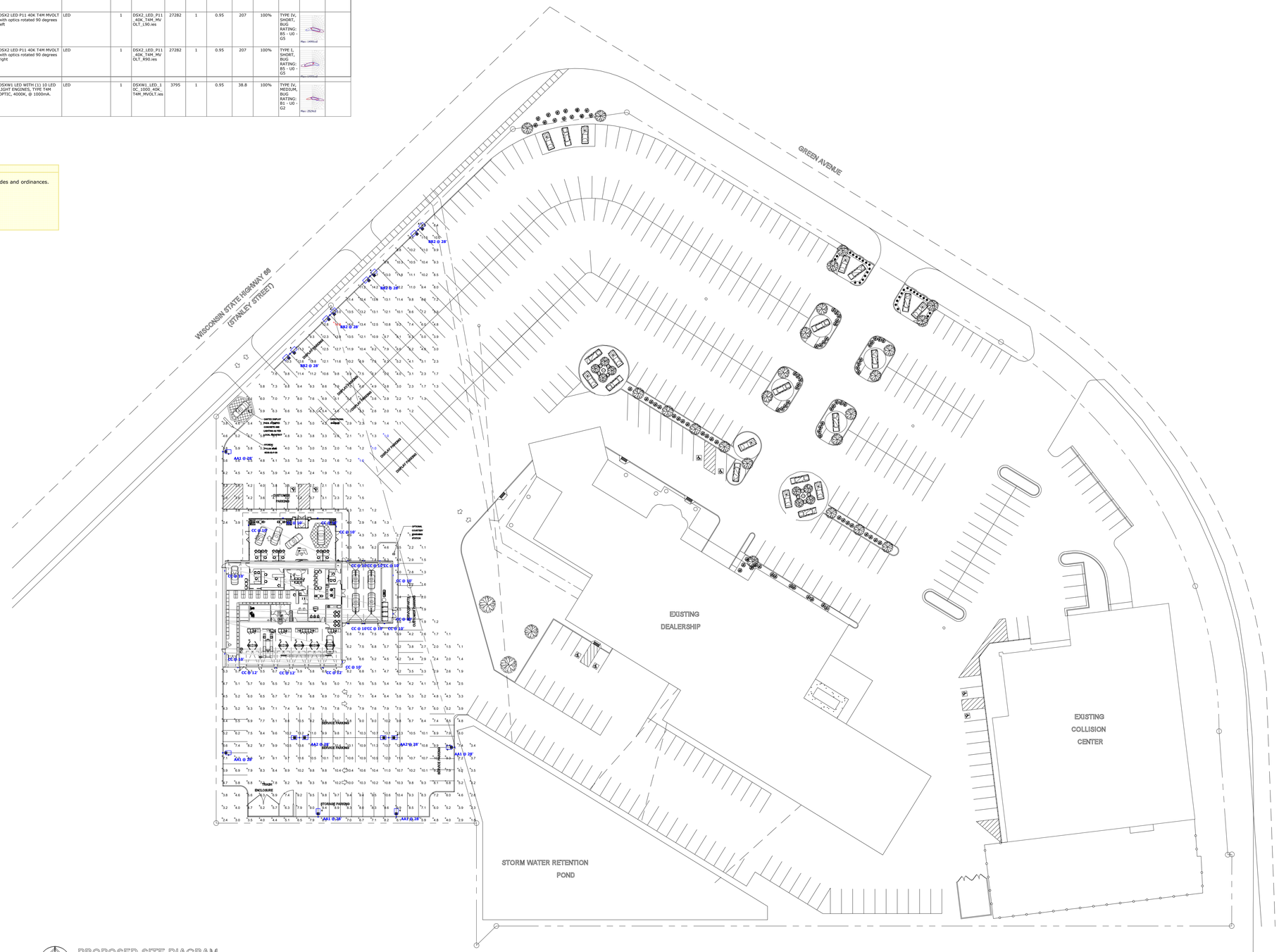
Symbol	Label	Image	QTY	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens per Lamp	Lumen Multiplier	LLF	Wattage	Efficiency	Distribution	Polar Plot	Notes
	AA1		5	Lithonia Lighting	DSX2 LED P4 40K T4M MVOLT	DSX2 LED P4 40K T4M MVOLT	LED	1	DSX2_LED_P4_40K_T4M_MVOLT.ies	32683	1	0.95	270	100%	TYPE IV, SHORT, BUG RATING: B3 - U0 - G5	Max: 1899cd	
	AA2		2	Lithonia Lighting	DSX2 LED P4 40K T4M MVOLT	DSX2 LED P4 40K T4M MVOLT	LED	1	DSX2_LED_P4_40K_T4M_MVOLT.ies	32683	1	0.95	540	100%	TYPE IV, SHORT, BUG RATING: B3 - U0 - G5	Max: 1899cd	
	BB2		4	Lithonia Lighting	[...]	[...]	[...]	1	[. . .]	27282.42	1	0.95	414	100%	[. . .]		
				Lithonia Lighting	DSX2 LED P11 40K T4M MVOLT L90	DSX2 LED P11 40K T4M MVOLT with optics rotated 90 degrees left	LED	1	DSX2_LED_P11_40K_T4M_MVOLT_L90.ies	27282	1	0.95	207	100%	TYPE IV, SHORT, BUG RATING: B5 - U0 - G5	Max: 1495cd	
				Lithonia Lighting	DSX2 LED P11 40K T4M MVOLT R90	DSX2 LED P11 40K T4M MVOLT with optics rotated 90 degrees right	LED	1	DSX2_LED_P11_40K_T4M_MVOLT_R90.ies	27282	1	0.95	207	100%	TYPE I, SHORT, BUG RATING: B5 - U0 - G5	Max: 1495cd	
	CC		18	Lithonia Lighting	DSXW1 LED 10C 1000 40K T4M MVOLT	DSXW1 LED WITH (1) 10 LED LIGHT ENGINES, TYPE T4M OPTIC, 4000K, @ 1000mA.	LED	1	DSXW1_LED_10C_1000_40K_T4M_MVOLT.ies	3795	1	0.95	38.8	100%	TYPE IV, MEDIUM, BUG RATING: B1 - U0 - G2	Max: 2626cd	

Statistics

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
New Site Area Calculated @ Grade	+	6.5 fc	14.9 fc	1.0 fc	14.9:1	6.5:1

Note

1. Davis and Associates, Inc does not assume responsibility for the interpretation of this calculation, or compliance to local or state lighting codes and ordinances.
2. All readings/calculations are shown @ grade.
3. Fixtures are on a 25' pole on a 3' base.


WISCONSIN STATE HIGHWAY 66
(STANLEY STREET)
GREEN AVENUE
EXISTING
DEALERSHIP
EXISTING
COLLISION
CENTER
STORM WATER RETENTION
POND
CUSTOMER PARKING
SERVICE PARKING
STORAGE PARKING
TRASH ENCLOSURE
OUTDOOR DISPLAY AREA
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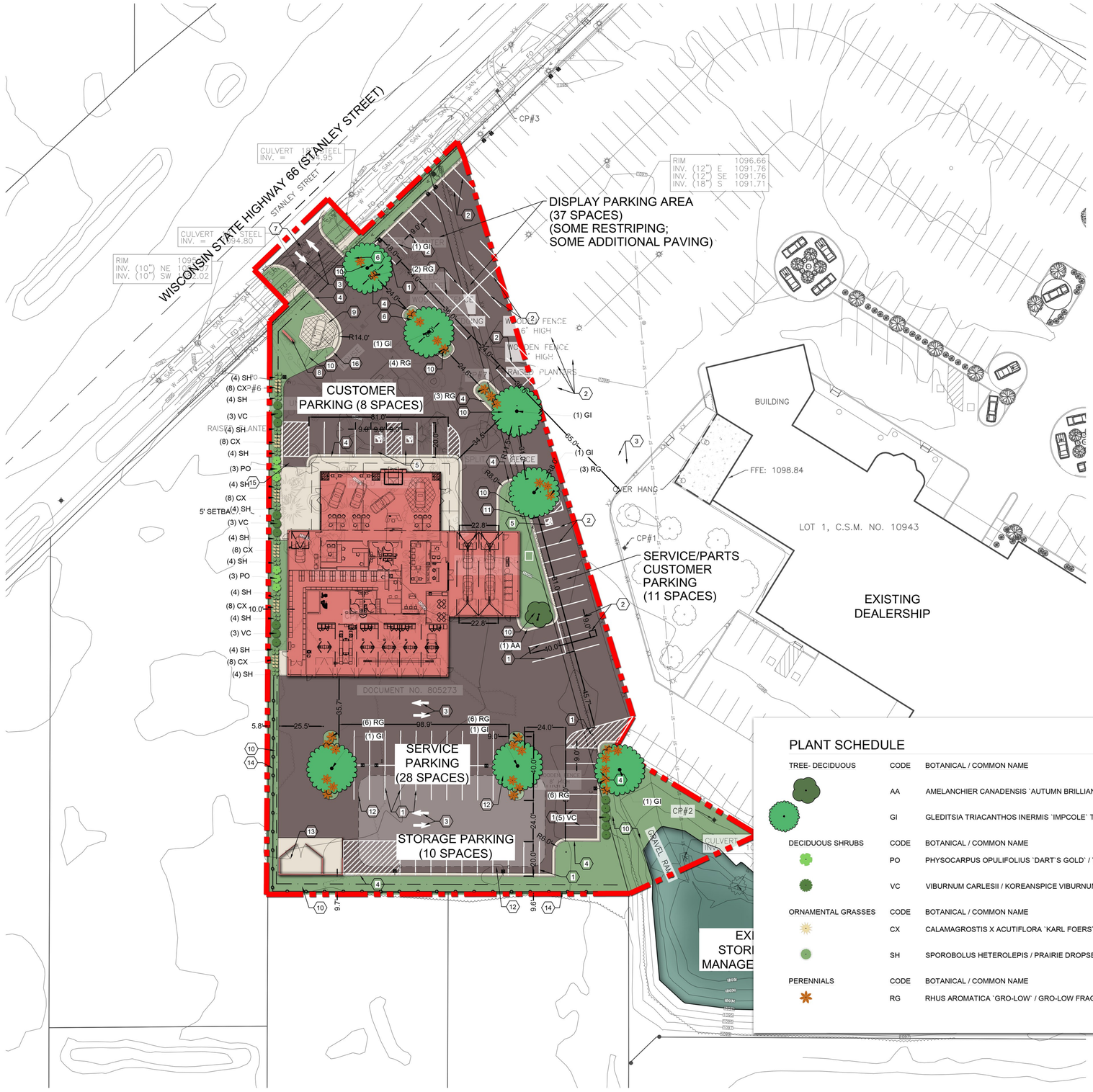

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15. RAMP
16. MOUNTABLE CURB AND GUTTER, 4" HEIGHT

PLANT SCHEDULE

TREE- DECIDUOUS	CODE	BOTANICAL / COMMON NAME	CONT	QTY
	AA	AMELANCHIER CANADENSIS `AUTUMN BRILLIANCE` / AUTUMN BRILLIANCE SERVICEBERRY	5` TALL MIN. B&B	1
	GI	GLEDITSIA TRIACANTHOS INERMIS `IMPCOLE` TM / IMPERIAL HONEY LOCUST	2" CAL B&B	7
DECIDUOUS SHRUBS	**CODE**	**BOTANICAL / COMMON NAME**	**CONT**	**QTY**
	PO	PHYSOCARPUS OPULIFOLIUS `DART`S GOLD` / YELLOW NINEBARK	36" HEIGHT MIN.	6
	VC	VIBURNUM CARLESII / KOREANSPICE VIBURNUM	3 GAL. 18"-24" HEIGHT MIN.	14
ORNAMENTAL GRASSES	**CODE**	**BOTANICAL / COMMON NAME**	**CONT**	**QTY**
	CX	CALAMAGROSTIS X ACUTIFLORA `KARL FOERSTER` / FEATHER REED GRASS	1 GAL	48
	SH	SPOROBOLUS HETEROLEPIS / PRAIRIE DROPSEED	1 GAL	48
PERENNIALS	**CODE**	**BOTANICAL / COMMON NAME**	**CONT**	**QTY**
	RG	RHUS AROMATICA `GRO-LOW` / GRO-LOW FRAGRANT SUMAC	3 GAL	30

N

0' 30' 60' 90'

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REV	DATE	ISSUED FOR
	03.31.21	REVIEW

DRAWN: R. RAMIREZ
CHECKED: M. HELMRICK
DOCUMENT NO. 21.024

RETTLER corporation
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email: info@rettler.com, website: www.rettler.com

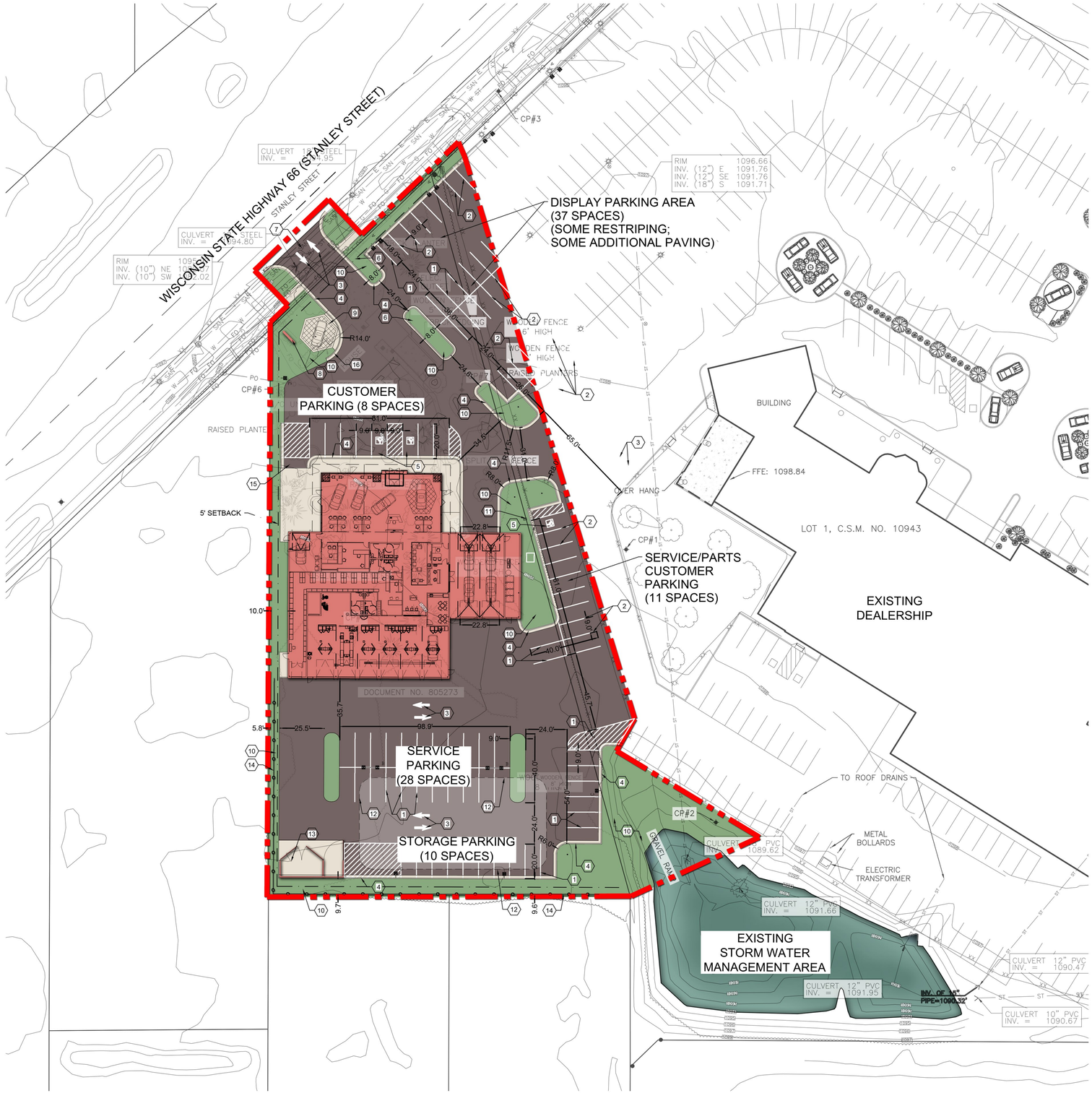
STEVENS POINT HYUNDAI PROJECT

SCHEMATIC SITE LAYOUT AND LANDSCAPE PLAN

STEVENS POINT HYUNDAI
WI040

3707 STANLEY ST
STEVENS POINT, WI 54481

C4.0



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Administrative Staff Report

Rezone & Conditional Use

Construct Mixed-Use Apartment Building
209 Division Street
May 6, 2021

Department of Community Development

Applicant(s):

- Secure Fund, LLC

Staff:

- Ryan Kernosky, Director rkernosky@stevenspoint.com
- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 281240829400203

Zone(s):

- "B-4" Commercial

Master Plan:

- Commercial/Office/Multi-Family

Council District:

- District 1 | Ald. Jennings

Lot Information:

- Frontage: 200 ft.
- Depth: 245.71 ft.
- Lot Size: 48,715 sq. ft. (1.118 ac.)

Current Use:

- Motel

Applicable Regulations:

- 23.02(2)(f)
- 23.02(4)(b)

Request

1. Public Hearing and action on a request from Secure Fund, LLC to rezone the property at 209 Division Street (Parcel ID 281240829400203) from "B-4" Commercial to "PD" Planned Development District.
2. Public Hearing and action on a request from Secure Fund, LLC for a conditional use permit to construct a mixed-use apartment building at 209 Division Street (Parcel ID 281240829400203), consistent with Ch. 23.02(2)(f).

Attachment(s)

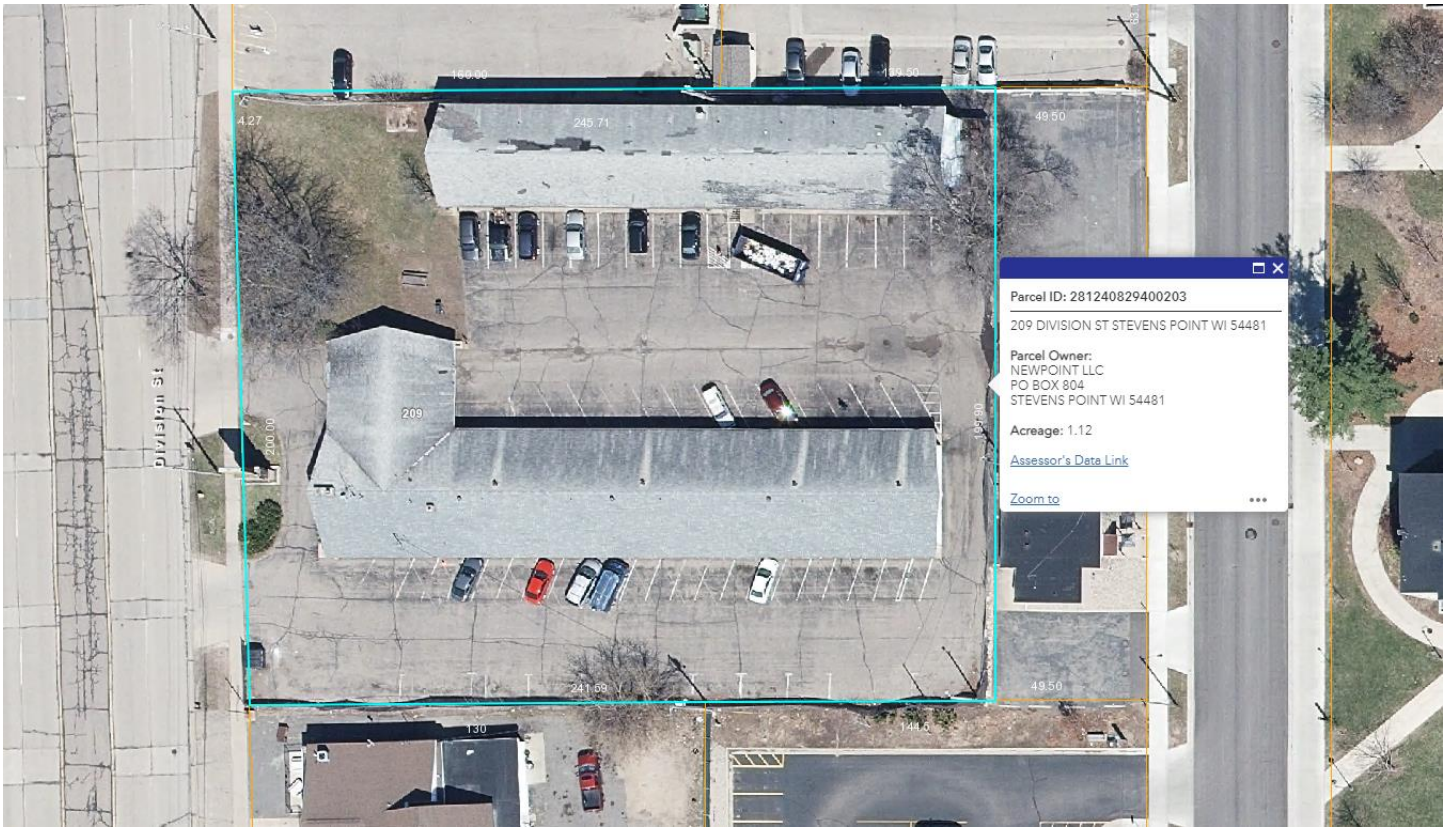
1. Application
2. Plans

Findings of Fact

1. A mixed-use multiple-family development is being proposed on the property which includes the creation of 79 total residential units.
    a. Of the 79 total residential units: 33 are efficiency units, 36 are one-bedroom units and 10 are two-bedroom units.
2. The proposed building will consist of four levels. The first level contains a 3,000 sq ft retail space and 57 interior parking stalls. The second, third and fourth levels contain exclusively residential units.
3. 28 exterior parking stalls are proposed within the southern half of the property.
4. The 2005 Comprehensive Plan Future Land Use Map identifies this property as "Commercial/Office/Multi-Family. The property is currently zoned "B-4" Commercial.
5. A rezoning to "PD" Planned Development would allow for increased flexibility for the development of the property as it relates to density, setbacks, building heights, parking, size, access, etc.
6. The property is also located within the "B-TID5" Tax Increment District 5.
7. Permitted uses within the "B-TID5" District are required to have a 0-5 foot setback off of Division Street. A setback off of Division Street greater than five feet requires a conditional use permit.
8. A Site Plan Review will also occur for the proposed development and is discussed in a subsequent staff report.

	Staff Recommendation 1. Approve the rezoning request for 209 Division Street from "B-4" Commercial District to "PD" Planned Development District subject to the following conditions: a. Staff shall have the authority to approve minor modifications to the approved plan. 2. Approve the conditional use permit to allow for a Division Street setback greater than five feet, subject to the following conditions: a. Staff shall have the authority to approve minor modifications to the approved plan.

Vicinity Map

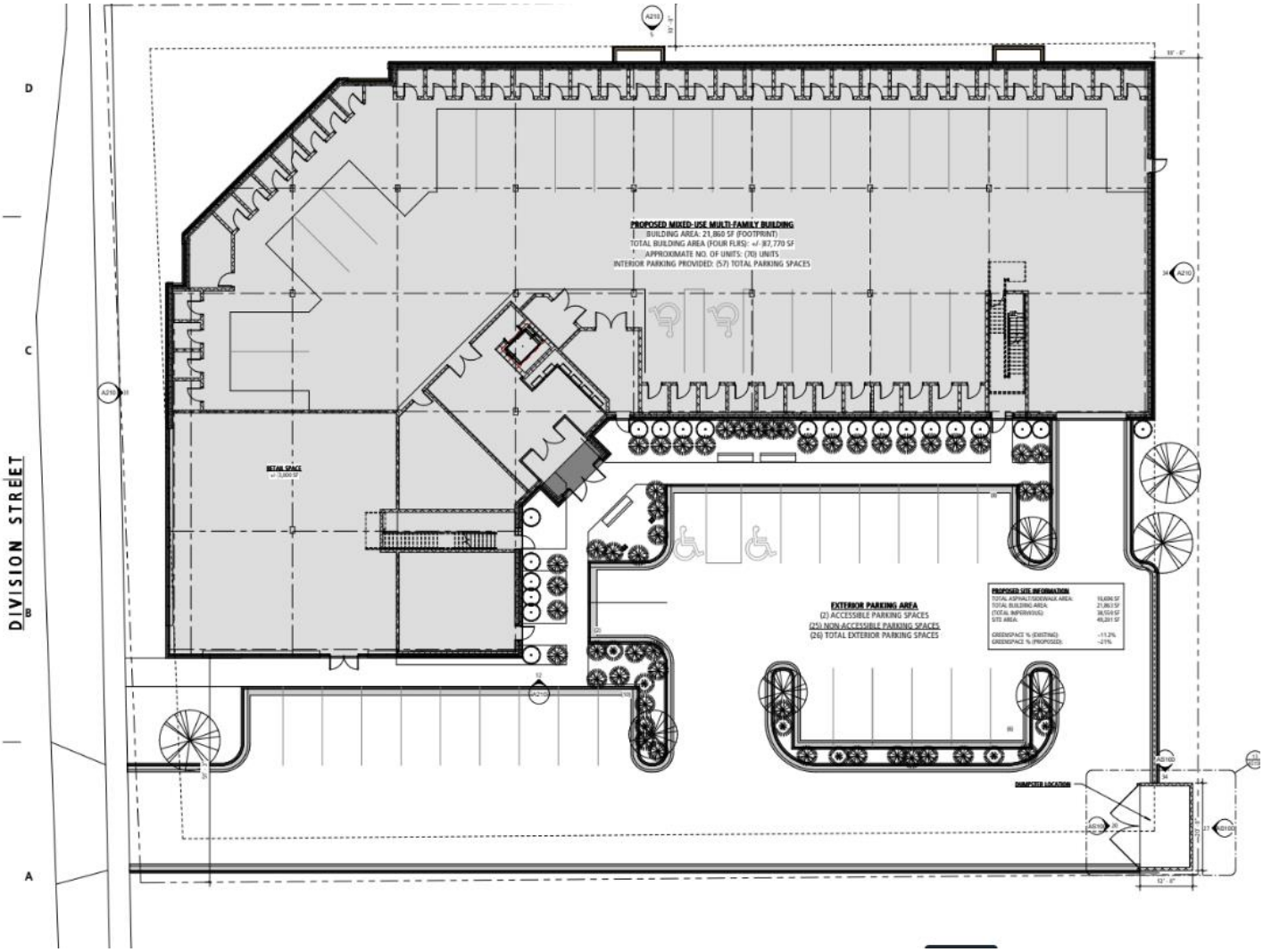


Background

Overview: Lokre Development Group is seeking to construct a four-story mixed-use residential building at 209 Division Street. The proposed building will consist of a 3,000 sq ft retail area and 57 interior parking stalls within the first story. The second, third and fourth stories will consist exclusively of residential units. In total, 79 residential units are proposed. Of these 79 residential units, 33 are proposed to be efficiency units, 36 as one-bedroom units and 10 as two-bedroom units. With the apartment building proposed to be situated on the northern half of the lot, the remaining acreage is proposed to consist of 28 exterior parking stalls and associated landscaping.

The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property as "Commercial/Office/Multi-Family." Planning staff have reviewed the proposed mixed-use development with Section 8.5 [outlining the future land use recommendations for properties and how to ensure compliance] to ensure use

consistency with the approved City Comprehensive Plan. Given the requested commercial and multi-family use for the subject property, staff believes that a mixed-use commercial and apartment building satisfies the intent of the Comprehensive Plan.



Rezoning from B-4 to PD: The zoning of the subject property is "B-4" Commercial. The "B-4" District was established to "provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City's Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access." Please note that while multiple dwelling units are a conditional use within the "B-4" Commercial District, it is a permitted use within the "B-TID5" Tax Increment District No. 5. Further discussion on the "B-TID5" District will occur in the following section. Although multiple dwelling uses are permitted in the "B-TID5" District, other performance standards for the "B-4" and "B-TID5" Districts are not met and will be discussed later in this report. The proposed zoning, "PD" Planned Development District, is a zoning district that allows for deviations from the standards of the City's Zoning Code in exchange for quality development. The proposed redevelopment provides not only mixed-use development along Division Street – a major arterial street within City limits – but further diversifies housing stock offered in the city. Therefore, staff firmly believes that the use of a planned development district is consistent with the proposed use of the property and the City Comprehensive Plan. An analysis of how the proposed development meets the intent of the City's Comprehensive Plan is shown within Section 8.4 below.

Section 8.4, Goal B:

Compact and Contiguous Growth. Accommodate new development on the City's fringe in areas relatively contiguous to existing developed areas that allow efficient extension of public services and roads and have minimal impact to sensitive environmental resources. This goal may be modified as needed to take advantage of opportunities to develop land that is near the City but not necessarily contiguous. Certain owners who are contiguous may not be ready to develop their lands due to financial or life decisions. When owners within the City growth area are prepared to develop their properties, the City should not be forced to wait for contiguous owners to make land available for expansion.

Objective B2: The City should remain receptive to new or innovative ideas for quality residential, commercial, and industrial development within the City. **It should provide flexible codes which would allow Planned Development Districts (PDD's),** Traditional Neighborhood Development, a variety of lot sizes, **mixed zoning patterns**, cluster housing, conservation subdivisions, and other techniques to provide for affordable, neighborhood-centered designs that are environmentally sensitive to their site.

Conditional Use: In addition to following performance standards of the "B-4" Commercial District, the subject property is subject to additional requirements due to its location within the Tax Incremental Financing District No. 5. The purpose of the "B-TID5" District is "to allow the development and redevelopment of Tax Increment District 5 located generally along Division Street in the city consistent with the traditional commercial design principles. Traditional commercial design is compact, urban, and characterized by taller commercial buildings with smaller setbacks from the street." Within the "B-TID5" District, maximum setback requirements exist for structures off of Division Street and other adjoining street frontages. For example, a maximum five foot setback shall exist for structures off of Division Street. With the proposed structure exceeding the maximum five foot setback (the closest point of the building is 7' 6'' off of the Division Street Right-of-Way Line), a conditional use permit is requirement. Please note that a site, building and landscaping review is required for all new structures within the "B-TID5" District. This review is discussed in detail within the Site Plan Review request.

Standards of Review – Planned Development Rezoning

1. **The proposed planned development is consistent with the pertinent elements of the City of Stevens Point Comprehensive Plan and any other adopted plans.**

   Analysis: As outlined within page three of this staff report, staff believes that the proposed planned development is consistent with the City's Comprehensive Plan.

   Findings: Should the Comprehensive Plan amendment occur as proposed and recommended above, the rezoning to "PD" and the proposed uses on the subject property would be consistent with the plan.

2. **The proposed planned development is consistent with the standards and uses of the context area within which it is located.**

   Analysis: The proposed building is set back from side and rear yard property lines so as to not create any non-conformities if the property were to be rezoned in the future. The "B-TID5" District requires a zero foot setback and a 10' rear yard, both met with the proposed development. The property also includes interior and exterior parking stalls strategically placed throughout the property so as to reduce the amount of impervious surfacing

and prevent the visual appearance of a large parking lot. Similarly, the site is well landscaped to provide appropriate buffering throughout the property.

The property is of a higher density that what is allowed within the "B-4" Commercial District. Under the "B-4" District, the proposed retail area would require a minimum lot area of 2,650 sq ft. Additionally, each residential unit above the ground floor requires a minimum lot area of 870 sq ft plus an additional 50 sq ft per bedroom. The table below breaks down the density requirement:

First Floor	Second Floor	Third Floor	Fourth Floor
1 Unit = 2,650 sq ft	23 Units = 20,010 sq ft	28 Units = 24,360 sq ft	28 Units = 24,360 sq ft
Total Floor: 2,650 sq ft	11E = 550 sq ft	11E = 550 sq ft	11E = 550 sq ft
	10 1BR = 500 sq ft	13 1BR = 650 sq ft	13 1BR = 650 sq ft
	2 2BR = 200 sq ft	4 2BR = 400 sq ft	4 2BR = 400 sq ft
	Total Floor: 21,260 sq ft	Total Floor: 25,960	Total Floor: 25,960
TOTAL FOR ALL FLOORS/UNITS: 75,830 sq ft Lot Size Required if B-4 Density Requirements are Implemented			

The area of the subject property is 48,715 sq ft. With the number of stories and residential units proposed, the size of the subject property would need to nearly double to accommodate the request.

Findings: Although a higher density of residential development is proposed, additional safeguards and reviews are required given the property's planned development zoning and location in the "B-TID5" District.

3. **The proposed planned development meets the requirements of this zoning ordinance.**

Analysis: The construction of a high-rise apartment building allows a unique opportunity to provide additional housing stock within the city and allow a greater range of housing options depending on one's financial status. Multiple-family dwellings are an allowed use in the "B-TID5" District and would be allowed with a greater setback should the conditional use request be approved. The proposed structure meets the underlying zoning requirements of the "B-TID5" District or are able to meet the minimum requirements of the Zoning Code provided the planned development rezoning occurs (e.g., density).

The proposed development includes 85 parking stalls, 57 of which are provided within the interior of the building. Although parking ratios within the "B-TID5" District are exempt for all uses, staff believes that the number of off-street parking stalls offered are sufficient. It is important to also note that other transportation

options exist (e.g., proximity to bus stops) that further reduces the number of stalls needed. One deviation proposed as part of this request relates to allowing for a side yard parking lot setback that is less than the minimum amount required (five feet). In order to meet the minimum 22' parking lot aisle width, along with providing sufficient access for fire/EMS vehicles within the lot, encroaching within the setback is requested. Additional landscaping is proposed within the property to compensate for this requested deviation.

Findings: Staff believes that this standard is met.

4. **The proposed planned development will reinforce the existing or planned character of the neighborhood.**

Analysis: The subject property is proposed to house a four-story mixed-use apartment building. A range of efficiency, one-bedroom and two-bedroom units are proposed with corresponding community rooms, fitness rooms and lounges. The first floor is proposed to contain a 3,000 sq ft retail space and 57 interior parking stalls. Access to the site will be off of Division Street.

Findings: The frontage, depth and access for the proposed development is consistent with nearby properties zoned for commercial and multi-family uses. Please note that the site design and layout has been determined, in part, based on the planned Business 51 improvements.

5. **The site is appropriate for the development allowed in the proposed planned development.**

Analysis: The proposed development is likely to enhance the surrounding neighborhood by offering both commercial and residential development along the Division Street corridor. Given that the proposed development arguably provides greater conformity to the regulations and intent of the "B-TID5" District, staff believes that the property is appropriate for the intended development. For example, the intent of the "B-TID5" District is to allow for "compact, urban [development] and characterized by taller commercial buildings with smaller setbacks from the street." By providing greater density on the property, the intend of the "B-TID5" District is met.

Findings: Redeveloping the subject property maximizes density on the property and better meets market demand for housing units within the City. Additionally, the property's location to the Downtown, University of Wisconsin-Stevens Point, parks and other community assets are desirable to potential residents. As such, staff believes that the Planned Development District is compatible with adjacent land uses and is appropriate for the site.

6. **The planned development demonstrates a higher quality of site design that is more sensitive to the existing context, both built and natural, than is possible under other available zoning districts.**

Analysis: The developer has requested to construct an internal parking lot as means to better achieve density on the property and reduce the visual appearance of large parking lots. Additionally, the developer has provided a landscaping plan that not only better shields exterior parking stalls from public view, but also makes the property more aesthetically pleasing. Lastly, the building's façade is intentionally designed negate the appearance of a blank wall by incorporating balconies and differing color schemes.

Findings: The developer has demonstrated a high quality of thought in the site plan of the proposed housing units. Overall, the developer is creating a unique development that would revitalize the property and add to the overall character of the neighborhood.

7. **Public facilities and services including but not limited to schools, roads, recreation facilities, wastewater treatment, water supply and stormwater facilities are adequate for the development allowed in the proposed planned development.**

   Analysis: Public facilities will not be negatively impacted by the proposed development. Existing utilities and utility infrastructure is sized appropriately to handle additional capacity above and beyond what the proposed development will require. Schools in this area have room for additional capacity, or have the ability to add additional capacity if needed. Schmeeckle Reserve is within close proximity of the subject property, providing appropriate open space and recreational options for residents.

   Findings: This standard is met.

8. **The planned development will not substantially or permanently injure the appropriate use of adjacent conforming properties.**

   Analysis: Several of the surrounding properties are nonconforming as it does not meet specific performance standards of the "B-4" Commercial District (e.g., lot width, lot size, setback requirements, etc.). While multi-family residential uses are allowed within the "B-TID5" District, performance standards relating to the building or lot are typically not met. For example, the housing project at the former K-Mart site recently went through a similar rezoning to the Planned Development District. As such, a planned development zoning has been requested to create a similar sense of development intensity as other planned development projects in the area and better meet the requirements of the "B-TID5" District.

   Findings: The proposed development should not be injurious to the use of the existing property adjacent to the site or within the neighborhood.

Standards of Review – Conditional Use

1. **The establishment, maintenance, or operation of the use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.**

   Analysis: The request is to allow for a building setback off of Division Street greater than the five feet that is allowed. While the proposed development is one of higher density, additional safeguards and regulatory review are required to make it less intrusive and detrimental to the surrounding neighborhood.

   Findings: Staff does not believe the proposed conditional use permit would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare in part due to the location of other multi-family uses directly north of the subject property. For example, recent planned development projects (e.g., K-Mart

redevelopment, Convent redevelopment, etc.) allows for a greater compatibility of uses and lot intensity within the broader Division Street Corridor. Additionally, the condition above requiring the applicant to have all principal buildings meet applicable building code requirements presents additional safeguards in promoting the health, safety and welfare of the applicant and nearby uses.

2. **The use will not be injurious to the use and for the purpose already permitted, nor substantially diminish and impair property values.**

   Analysis: Commercial and multi-family uses are an already allowed use within the "B-TID5" District. Other commercial and multiple-family apartment complexes exist within the near vicinity of the subject property.

   Findings: The applicant will be required to obtain proper building permits for the intended mixed-use development. The proposed use will arguably have a lesser impact among adjoining property owners due to the request to deviate from density requirements. Additionally, use and aesthetic requirements as outlined within the "B-TID5" District ensures that developed with a high-quality site design takes place.

3. **The establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.**

   Analysis: The respective area is in an established and developed area of the City and has been used as a motel for several decades.

   Findings: See standards one and two above. Given the redevelopment of the property to provide high-density mixed-use development, staff believes that the request likely preserves property values and promotes current and future uses that are permitted in the region.

4. **The exterior architectural appeal and functional plan of any proposed structure will not be at variance with either the exterior architectural appeal and functional plan, and scale of the structures already constructed or in the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood.**

   Analysis: The exterior architectural appeal and function plan of the proposed building is uniquely designed to meet the aesthetic requirements of the "B-TID5" District. For example, the "B-TID5" District requires that "in no case shall the front facade of the building consist of a blank wall or a series of garage doors. Windows should play a prominent role in the facade design." As shown within

the below renderings, balconies are strategically placed to provide variation on the building's façade. Additionally, larger windows add prominence to the building's façade and further diminishes the appearance of a blank wall visual.

Findings: This standard is met.

5. **Adequate utilities, access roads, drainage and/or facilities have been, or are being, provided.**

   Analysis: Utilities currently service Point Motel and existing connections off of Division Street can support the proposed development. Access to the subject property is off of Division Street. Parking lot aisle lanes connect Division Street to both exterior and interior parking lots provided.

   Findings: This standard is met.

6. **Adequate measures have been, or will be taken, to provide ingress and egress so designed to minimize traffic congestion in the public streets.**

   Analysis: The respective area is in an established area of the City with appropriate vehicular, pedestrian and bicycle access on and to Division Street. One ingress/egress location is proposed.

   Findings: Given the proposed use of the property and range of multi-modal forms of transportation offered, staff believes that access in and out of the site is appropriate.

7. **The proposed use is not contrary to the objectives of any duly adopted land use plan for the City of Stevens Point, any of its components, and/or its environs.**

   Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified this property as Commercial/Office/Multi-Family. As stated earlier, the applicant is requesting to rezone the property from "B-4" Commercial to "PD" Planned Development. According to the City's Zoning Code, a Planned Development District is intended for projects that demonstrate a higher quality of site design that is more sensitive to the existing context, both built and natural, than is possible under other available zoning districts. Similarly, all permitted and conditional uses within the R-2, R-3, R-4, R-5, B-1, B-2, B-3 and B-4 zoning districts may be allowed as a permitted or conditional use. Given multi-family housing is permitted within several of the aforementioned zoning districts, the proposed development is compatible with the City's land use plan for the subject property.

   Findings: The proposed use is compatible with the uses allowed within the "B-4" District. Given that the subject property has been historically used for residential use and that neighboring lots provide a range of residential and commercial uses, staff believes that enough safeguards exist to prevent any detrimental impacts to surrounding properties.

8. **The use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Plan Commission.**

Analysis: The conditional use permit is asking to allow for a setback off of Division Street greater than what is allowed within the "B-TID5" District.

Findings: The regulations of the Planned Development District and "B-TID5" District are met for the proposed development provided that the conditional use permit is allowed.

9. **The proposal will not result in an over-concentration of high density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective services systems of the community.**

   Analysis: While additional multi-family residential uses exist near the subject property, the proposed use will not dramatically change the character of the neighborhood from previous uses on the property. For example, the proposed use is replacing the existing motel use of the property—a use by itself that provides significant residential units. Therefore, no significant impacts on the neighborhood, school system, and the social and protective services systems of the community is likely to occur.

   Findings: This standard is met.

10. **Principal – Applications for exclusive multi-family residential uses: The view from the street should maintain a residential character. The view should be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.**

    Analysis: While the proposed building has a greater height than the existing structures on the lot, the development will provide a more uniform streetscape where buildings are aligned and closer to the street. For example, the proposed development allows for the building to oversee the street with active fronts (e.g., wider doors and windows, balconies, etc.) that better promotes the residential character of the area.

    Findings: This standard is met.

11. **Access to the site shall be safe.**

    Analysis: Vehicular, pedestrian and bicycle access is off of Division Street, an existing arterial street.

    Findings: This standard is met.

12. **There shall be adequate utilities to serve the site.**

    a. **The Public Works Director, Police Chief, and Fire Chief shall determine whether there is adequate sanitary sewer, potable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

       Analysis: The property currently exists with utilities serving Point Motel. Based on aisle widths within the parking lot, sufficient access exists for fire/EMS vehicles to navigate the property.

       Findings: This standard is met.

13. **The privacy of the neighboring development and the proposed development shall be maintained as much as practical. Guidelines:**

    a. **Mechanical equipment including refuse storage shall be screened from neighboring properties.**

       Analysis: Refuse is planned to be stored on site. One mechanical room is proposed on the second, third and fourth floors.

       Findings: The applicant shall screen refuse containers meeting applicable City regulations and keep equipment on the roof if able.

    b. **Lighting shall be located to minimize intrusion onto neighboring properties.**
       Analysis: Lighting is planned to accompany the proposed development. The additional lighting for the building and parking areas are not expected to impact the surrounding neighborhood as the average footcandle registered will be 0.76.

       Findings: This standard is met.

    c. **Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

       Analysis: The use will be operating within the confines of the building and property.

       Findings: The use should not create excessive noise.

14. **Principal – Applications for exclusive multi-family residential uses. Landscaping shall be provided or existing landscape elements shall be preserved to maintain a sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.**

    Analysis: Due to the property's location within the "B-TID5" District, additional emphasis is given towards landscaping and is a standalone performance metric when conducting a Site Plan Review of the proposed development. The applicant has submitted a landscaping plan to provide sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.

    Findings: This standard is met.

Based on the findings above, staff would recommend approval of the conditional use permit with the conditions outlined on page two. Please keep in mind that recent State legislation has placed limitations on local jurisdictions regarding the denial of conditional use permits. Conditional use permits shall be reviewed by a means to permit a use under certain conditions applied to the use or property. For example, if a concern is raised regarding to a standard above, a condition can be applied to the permit to address the concern and grant the permit.

Photos

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

City of Stevens Point Plan Commission Application Packet

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Prior to Submittal:

1. Prior to the submittal of the application, the applicant must have a pre-application conference with City staff to discuss the proposal, review plans in detail, and discuss the approval process. This conference is MANDATORY.

2. Prior to the submittal of the application, a letter must be sent to the Alderperson of the district of where the request is taking place, explaining the request. Please attach the notification letter with your application materials. Information about aldermanic districts can be found at the following link: http://stevenspoint.com/index.aspx?NID=488.

Filing of Planning Commission Applications:

1. The filing deadline for all applications is 4:00 p.m. on the filing day. ***The filing day is four weeks prior to the meeting in which you wish to appear.*** Please consult the annual Plan Commission schedule below for specific dates. Applications received after 4:00 p.m. on the filing day will not be scheduled until the next application cycle.

Required Submittal Date	Plan Commission Meeting Date	Common Council Meeting Date
December 7, 2020	January 4, 2021	January 18, 2021
January 4, 2021	February 1, 2021	February 15, 2021
February 1, 2021	March 1, 2021	March 15, 2021
March 8, 2021	April 5, 2021	April 19, 2021
April 5, 2021	May 3, 2021	May 17, 2021
May 10, 2021	June 7, 2021	June 21, 2021
June 8, 2021	July 6, 2021 (Tuesday)	July 19, 2021
July 5, 2021	August 2, 2021	August 16, 2021
August 10, 2021	September 7, 2021 (Tuesday)	September 20, 2021
September 6, 2021	October 4, 2021	October 18, 2021
October 4, 2021	November 1, 2021	November 15, 2021
November 8, 2021	December 6, 2021	December 20, 2021

2. The application must be filled out completely and accurately, including contact information for the applicant and owner. The required materials identified on the application shall be submitted in their entirety as they pertain to your request and include all of the necessary information. Failure to submit a complete application with all of the required documents will result in placing your item being placed on the next application cycle.

Filing of Planning Commission Applications:

- **Requirements for All Plans:**
  - The name of the project, firm, and individuals associated with the plan, and all relevant contact information must be included in each plan submitted.
  - Each plan submitted must include a north point (compass), scale, and date drawn.

- **Requirements for Specific Types of Plans:**

  The plans required to be submitted with your application will be determined during the pre-application conference.
  - **New Construction or Addition**: When required, site plans for new constructions must include building elevations, building coverage as a percent of the lot, setbacks from property line (include photos of the proposed site), height and number of stories of all proposed buildings and structures, and building dimensions.
  - **Street Plans**: Street plans must include the layout and designation of all newly constructed street networks with block perimeter distances designated. Each street type and design cross-sections must be included.
  - **Utility Plans**: Utility plans must include the location and size of wastewater, water mains, and culverts. Additionally, all other underground utilities, structures, and appurtenances must be included on the plan.
  - **Stormwater Plans**: Stormwater plans must include a description for how the proposed development will address stormwater run-off from the site using either a combination of stormwater basins, swales, green roofs, pervious pavement, or other measures.
  - **Plans Showing Off-street Parking**: Parking area plans must include parking area location, parking area design, number and size of spaces, aisle dimensions, paving material, and size and type of landscape areas. Include any designated off-street loading areas.
  - **Outdoor Lighting**: Lighting plan must include the location, fixture and luminaire type, design, height, illumination intensity (footcandles), and number of lights.

- **Landscaping**: Landscaping plans for required landscaping areas must include location of landscaping areas, dimensions of areas, scientific and common name of all plants and number and location of each, and location, height (both at the time of planting and at maturity), and material of fencing or walls.
- **Signage**: General location, dimension, sign area, height, and orientation of proposed building signs.

Upon Filing Your Application:

1. A public hearing will be scheduled, if applicable, for the Plan Commission meeting in which your item is presented or if otherwise required at Common Council. Property owners within 200 feet of the boundaries of the property will be notified of your request. Information about surrounding properties can be found at the following: https://stevenspoint.maps.arcgis.com/home/index.html.

2. Staff will meet two weeks prior to the Plan Commission meeting to review your request. You will be notified as soon as possible if any revisions are needed. The Plan Commission will not review any plan revisions that have not been first reviewed by staff. A copy of the agenda and staff report for your item will be sent to you prior to the meeting.

3. The applicant or agent is required to attend the Plan Commission meeting to explain your request and answer questions. Failure to appear at the scheduled meeting may cause referral of the matter to a future meeting date. You should also remain at the meeting until the Plan Commission makes a recommendation on your item. You are also required to attend the Common Council meeting on the third Monday of the month, where final decision will be made regarding your request.

Plan Commission Review Process:

1. At the Plan Commission meeting, which typically occurs on the first Monday of the month, you will have an opportunity to provide information about your request. Additionally, a public hearing will take place at the Plan Commission meeting, if applicable to your request, after which, Staff will present their recommendation on the request.

2. After the presentation of your item, the Plan Commission can approve, reject, conditionally approve, or refer your proposal to a future meeting based in part on a review of the request against the applicable standards found in the City ordinances. After the Plan Commission recommendation, final approval is determined by the Common Council.

3. The Common Council typically meets on the third Monday of the month and will act on your request as part of the Plan Commission meeting minutes, or as a separate agenda item, if applicable.

Application Fees:

Please consult the schedule below for the appropriate fee for your request. Applications containing a combination of requests shall, after computation of each category, be charged the highest individual fee. Fractions of an acre are rounded up to the next whole acre. Each fee that is based on an additional lot or acre will include the first lot or acre as part of the base fee. For example, an annexation request for 1.1 acres will cost $310.00 ($300.00 + 1 additional acre at $10.00).

Plan Commission and Board of Zoning Appeals Fees	Fees Effective 5/1/2018
Annexation	
Annexation (includes permanent zoning)	$300.00 plus $10.00/acre (maximum of $500.00)
Conditional Use	
Conditional use permit	$300.00 plus $10.00/acre (maximum of $500.00)
Conditional use permit amendment	$250.00
Land Division	
Certified survey map	$50.00 plus $10.00/lot
Subdivision preliminary plat	$300.00 plus $10.00/lot
Subdivision final plat	$50.00
Ordinance Amendments	
Ordinance amendments	$300.00
Comprehensive plan amendments	$350.00
Planned Development District/Planned Unit Development	
Planned development district	$300.00 plus $10.00/acre (maximum of $500.00)
Planned development district amendment	$300.00
Rezoning	
District change (not PDD/PUD)	$300.00 plus $10.00/acre (maximum of $500.00)
Right-of-Way Vacations	
Alley or Street	$350.00
Signs	
Variance	$200.00
Site, Building, and Landscape Review	
Major (plan commission review)	$250.00
Variance (Board of Zoning Appeals)	
Administrative appeal (fee refunded if overturned)	$150.00
Variance	$300.00
Miscellaneous	
Park fees	
Single family	$300.00/dwelling unit
Duplex	$250.00/dwelling unit or $500.00/duplex
Recreational Impact Fee	
Multiple family	$200.00/unit
Mobile home	$200.00/mobile home lot
Zoning verification letters	$100.00 per parcel
Unspecified planning or zoning action (not requiring legal publication)	$150.00
Unspecified planning or zoning action (requiring legal publication)	$300.00

City of Stevens Point
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APPLICATION FOR A ZONING PERMIT

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**		**Fee Paid**	
Associated Applications if Any				**Assigned Case Manager**			
Pre-Application Conference Date							

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Jay A. Knetter, AIA	**Contact Name**	
Address	N16 W23217 Stone Ridge Drive, Suite 300	**Address**	
City, State, Zip	Waukesha, WI. 53188	**City, State, Zip**	
Telephone	262-278-4383	**Telephone**	
Fax		**Fax**	
Email	jayk@jaknetter.com	**Email**	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Lokre Development Company	**Owner's Name**	
Address	1820 Plover Road, Suite E	**Address**	
City, State, Zip	Plover, WI. 54467	**City, State, Zip**	
Telephone	805-445-2096	**Telephone**	
Fax		**Fax**	
Email	rolly@lokre.com	**Email**	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]

Parcel 1	Parcel 2	Parcel 3
209 Division Street CSM #10561-47-141 (799096)		

Legal Description of Subject Property

Portage County Certified Survey Map - Document #799096
Located in the NE 1/4 of the SE 1/4 of Section 29,
T24N-R8E, City of Stevens Point, Portage Co. Wisconsin

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
PD District for Residential Mixed-use Development	B-4 Zoning as an existing motel with (2) separate buildings.	PD District for Residential Mixed-use Development. Surface and interior parking on the ground level with some street frontage retail and (3) stories residential floors above - 79 units.

Current Zone District	Current Building Type(s) and/or Proposed Building Type(s) (if different)
B-4	Currently a single-story building and 2-story building are located on the existing parcel as a motel development. We are proposing razing this development and placing a new 4-story single mixed-use development with some ground level retail, interior parking and (3) floors of residential apartments.

Land use and development proposed for subject property. Include the time schedule (if any) for the development. (Use additional pages if necessary)
Currently a single-story building and 2-story building are located on the existing parcel as a motel development. We are proposing razing this development and placing a new 4-story single mixed-use development with some ground level retail, interior parking and (3) floors of residential apartments. The plan is to advance design drawings as quickly as possible for city and state approvals and begin construction as soon as possible in early summer 2021.

Identify any required use standards or limitations that the applicant must comply with as part of a special use permit approval.
Undetermined at this time.

How will the proposed project improve and reinforce the existing or planned character of the neighborhood?
The existing motel development is dated and is obsolete with the rejuvenation of Division Street. Removal of this existing motel will make way for a new residential mixed-use development which will bring some new retail storefront opportunity and 79 residential units to the neighborhood. The new development will bring a much needed fresh and vibrant aesthetic to the neighborhood as well as promote a higher density of new living units for people in the downtown neighborhood.

Current Zoning Surrounding Subject Property			
North:	B-4 we believe but needs to be confirmed.	**South:**	B-4 we believe but needs to be confirmed.
East:	B-4 we believe but needs to be confirmed.	**West:**	Division Street
Current Land Use Surrounding Subject Property			
North:	Retail: Noodles & Company and Cold Stone	**South:**	Papa Joes Bar
East:	Laundry but needs to be confirmed.	**West:**	Division Street

EXHIBITS

Letter to District Alderperson	☐	**Additional Exhibits If Any:**
Maps (vicinity, zoning, floodplains, wetlands and others as requested by staff)	☐	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	4.26.2021		4.26.21

8 0 4 0 9 9 7
Tx:4032432

CSM # 10561-47-141

799096

CYNTHIA A. WISINSKI
REGISTER OF DEEDS
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
09/02/2014 08:48 AM

REC FEE: 30.00
PAGES: 2
~~FEE EXEMPT:~~

PORTAGE COUNTY CERTIFIED SURVEY MAP

LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 29, T24N-R8E, CITY OF STEVENS POINT, PORTAGE CO. WISCONSIN

BASIS OF BEARINGS

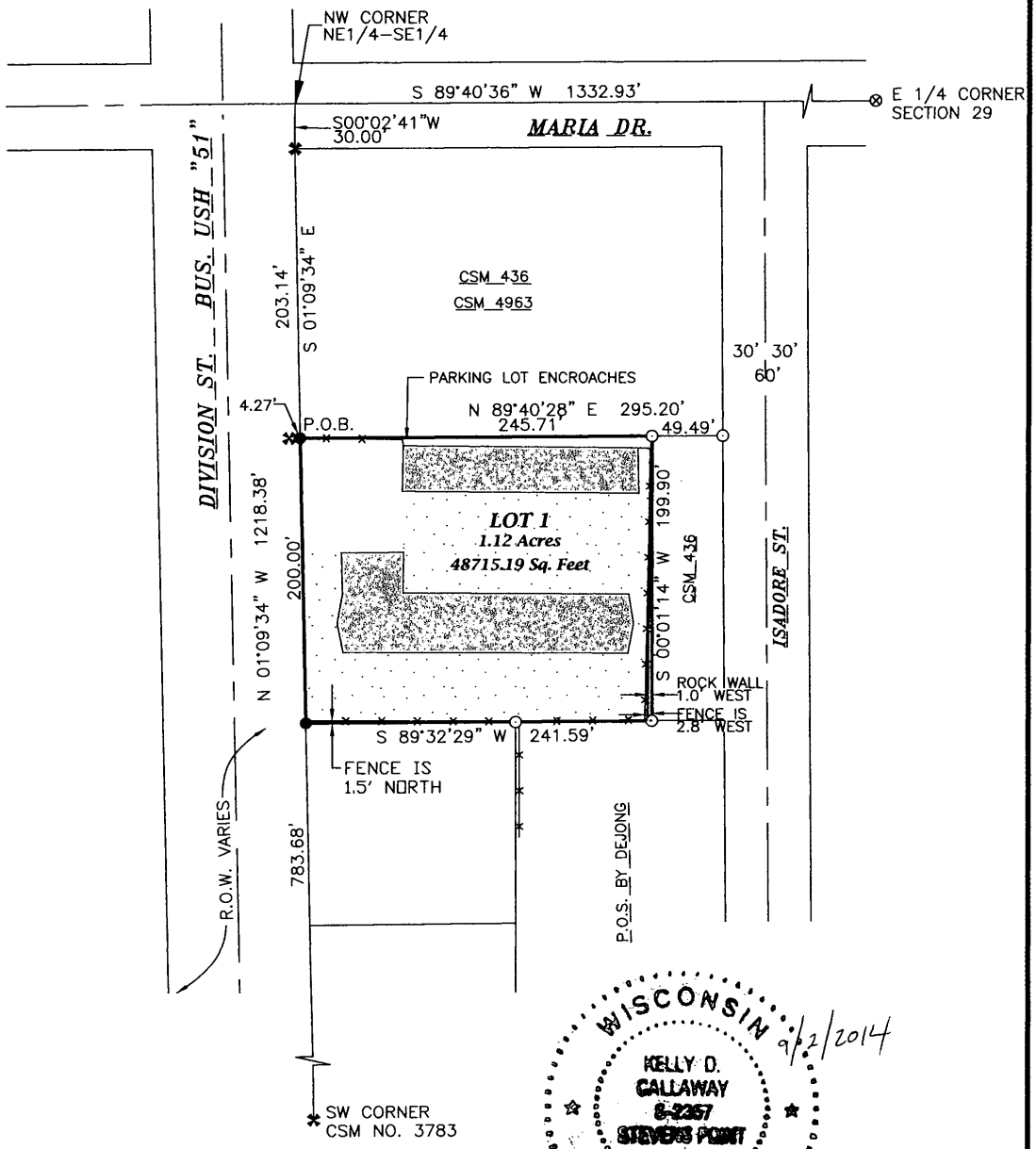
BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (PORTAGE)

LEGEND

- ● 3/4" REBAR SET 1.50 LBS/FT
- ○ 1" IRON PIPE FOUND
- ✖ "X" IN CONCRETE FOUND
- ⊗ MAG NAIL FOUND

SCALE 1" = 100'

0 100" 200'



WISCONSIN
KELLY D. CALLAWAY
S-2357
STEVENS POINT
WI
LAND SURVEYOR
9/2/2014

CALLAWAY LAND SURVEYING
340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com

CLIENT: MARTIN LIMITED II
JOB NO.: 14-048
SHEET 1 OF 2

PORTAGE COUNTY CERTIFIED SURVEY MAP

LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 29,
T24N-R8E, CITY OF STEVENS POINT, PORTAGE CO. WISCONSIN

SURVEYOR'S CERTIFICATE

I, Kelly D. Callaway, Registered Land Surveyor, Do hereby certify:
That I have surveyed and mapped those lands located in the NE1/4 of the SE1/4 Section 29, T24N-R8E, City of Stevens Point, Portage County, Wisconsin. Described as follows:

Commencing at the East 1/4 corner of section 29; thence S89°40'36"W, 1332.93 feet; thence S00°02'41"W, 30.00 feet to the NW corner of CSM No. 4963; thence S01°09'34"E, 203.14 feet to the point of beginning; thence N89°40'28"E, 295.20 feet to the NW corner of Lot 4 of CSM No. 436; thence S00°01'14"W, 199.90 feet to the SW corner of said Lot 4; thence S89°32'29"W, 241.59 feet; thence N01°09'34"W, 200.00 feet to the point of beginning.

Contatining 1.12 acres of land and being subject to any easements covenants and right of ways of record.

That said map is a true representation of those lands surveyed.
That I made such map under the direction of Martin Limited II
That I have complied with the provisions of Chapter 236.34 of the Wisconsin Statutes.

Kelly D. Callaway RLS # 2357

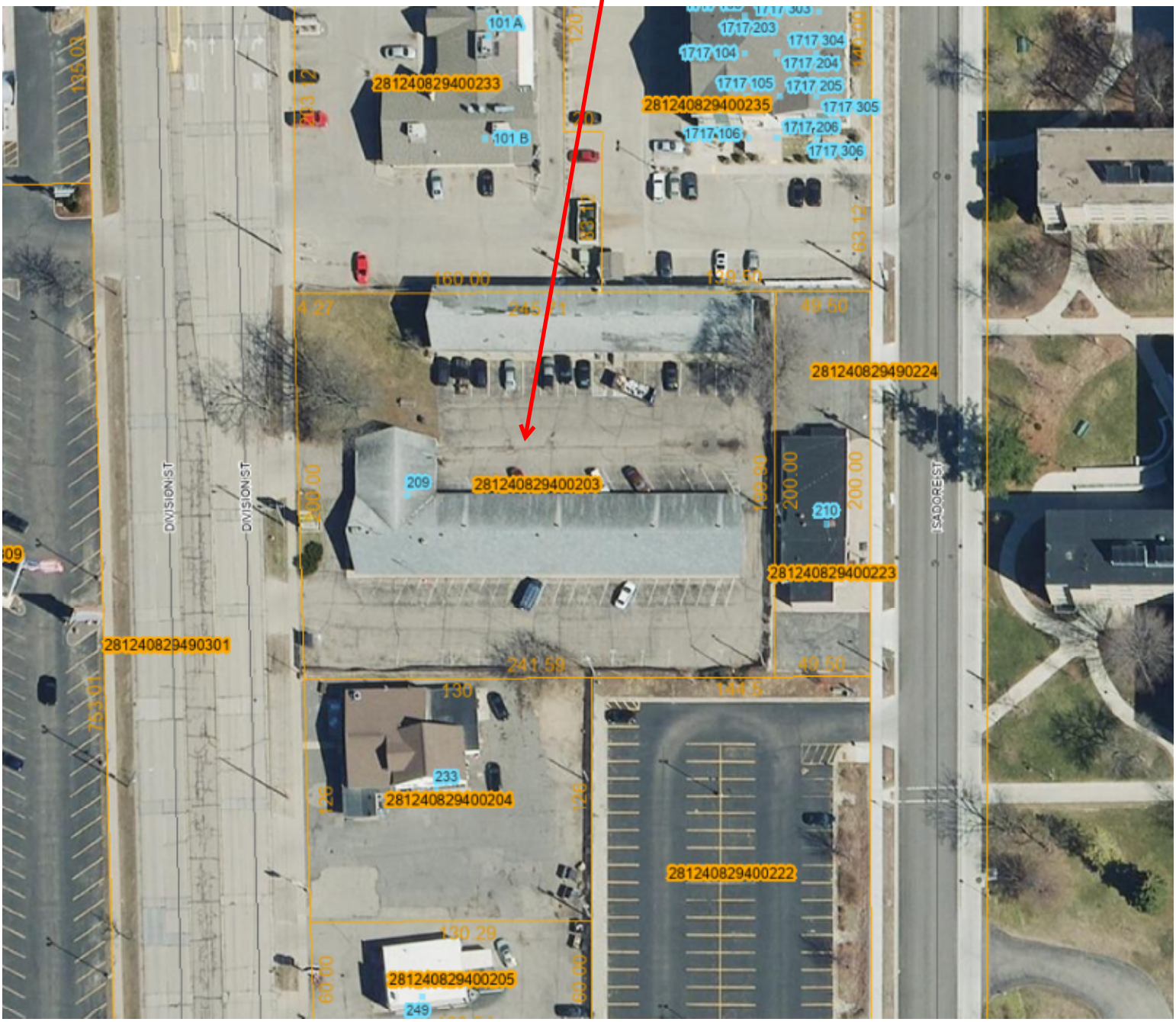
WISCONSIN KELLY D. CALLAWAY S-2357 STEVENS POINT WI LAND SURVEYOR

9/2/2014

CALLAWAY LAND SURVEYING
340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com

CLIENT: MARTIN LIMITED II
JOB NO.: 14-048
SHEET 2 OF 2

PROJECT SITE
209 Division Street



Jay Knetter

From: Victor Anderson <victor@lokre.com>
Sent: Monday, April 26, 2021 2:19 PM
To: district1@stevenspoint.com
Cc: Rolly Lokre; Jay Knetter; Rick Nelson; akuhn@stevenspoint.com
Subject: Mixed Use Project - 209 Division Street, Stevens Point, WI
Attachments: 2021 0427 SP Division St_Progress PLAN COMMISSION PACKAGE.PDF

Importance: High

Tory,
I'd like to introduce our project to you for the redevelopment of 209 Division Street, Stevens Point, Wisconsin. Please find the attached preliminary project plan. We will have the final plan to the commission later today or early tomorrow. The project includes taking down the current Point Motel buildings and building a 87,770 square foot mixed use building on the site. The building will include parking on the first level along with some commercial/retail space. The next three levels will consist of 79 residential units comprised of a mix of 2 bedroom, 1 bedroom and efficiency residential units. Parking for the project will consist of 57 interior ground level parking stalls and 28 exterior parking stalls. The projects details will include quality finishes and amenities you would expect from luxury residential living.
Please review and let any of us know if you have any questions about this exciting project?
Thank you,
Victor

Victor Anderson
Director, Brokerage & Property Management
M: 715.574.1677 | P: 715.318.8978 victor@lokre.com

lokre.com

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Prior to Submittal:

1. Prior to the submittal of the application, the applicant must have a pre-application conference with City staff to discuss the proposal, review plans in detail, and discuss the approval process. This conference is MANDATORY.

2. Prior to the submittal of the application, a letter must be sent to the Alderperson of the district of where the request is taking place, explaining the request. Please attach the notification letter with your application materials. Information about aldermanic districts can be found at the following link: http://stevenspoint.com/index.aspx?NID=488.

Filing of Planning Commission Applications:

1. The filing deadline for all applications is 4:00 p.m. on the filing day. ***The filing day is four weeks prior to the meeting in which you wish to appear.*** Please consult the annual Plan Commission schedule below for specific dates. Applications received after 4:00 p.m. on the filing day will not be scheduled until the next application cycle.

Required Submittal Date	Plan Commission Meeting Date	Common Council Meeting Date
December 7, 2020	January 4, 2021	January 18, 2021
January 4, 2021	February 1, 2021	February 15, 2021
February 1, 2021	March 1, 2021	March 15, 2021
March 8, 2021	April 5, 2021	April 19, 2021
April 5, 2021	May 3, 2021	May 17, 2021
May 10, 2021	June 7, 2021	June 21, 2021
June 8, 2021	July 6, 2021 (Tuesday)	July 19, 2021
July 5, 2021	August 2, 2021	August 16, 2021
August 10, 2021	September 7, 2021 (Tuesday)	September 20, 2021
September 6, 2021	October 4, 2021	October 18, 2021
October 4, 2021	November 1, 2021	November 15, 2021
November 8, 2021	December 6, 2021	December 20, 2021

2. The application must be filled out completely and accurately, including contact information for the applicant and owner. The required materials identified on the application shall be submitted in their entirety as they pertain to your request and include all of the necessary information. Failure to submit a complete application with all of the required documents will result in placing your item being placed on the next application cycle.

Filing of Planning Commission Applications:

- **Requirements for All Plans:**
  - The name of the project, firm, and individuals associated with the plan, and all relevant contact information must be included in each plan submitted.
  - Each plan submitted must include a north point (compass), scale, and date drawn.

- **Requirements for Specific Types of Plans:**

  The plans required to be submitted with your application will be determined during the pre-application conference.
  - **New Construction or Addition**: When required, site plans for new constructions must include building elevations, building coverage as a percent of the lot, setbacks from property line (include photos of the proposed site), height and number of stories of all proposed buildings and structures, and building dimensions.
  - **Street Plans**: Street plans must include the layout and designation of all newly constructed street networks with block perimeter distances designated. Each street type and design cross-sections must be included.
  - **Utility Plans**: Utility plans must include the location and size of wastewater, water mains, and culverts. Additionally, all other underground utilities, structures, and appurtenances must be included on the plan.
  - **Stormwater Plans**: Stormwater plans must include a description for how the proposed development will address stormwater run-off from the site using either a combination of stormwater basins, swales, green roofs, pervious pavement, or other measures.
  - **Plans Showing Off-street Parking**: Parking area plans must include parking area location, parking area design, number and size of spaces, aisle dimensions, paving material, and size and type of landscape areas. Include any designated off-street loading areas.
  - **Outdoor Lighting**: Lighting plan must include the location, fixture and luminaire type, design, height, illumination intensity (footcandles), and number of lights.

- **Landscaping**: Landscaping plans for required landscaping areas must include location of landscaping areas, dimensions of areas, scientific and common name of all plants and number and location of each, and location, height (both at the time of planting and at maturity), and material of fencing or walls.
- **Signage**: General location, dimension, sign area, height, and orientation of proposed building signs.

Upon Filing Your Application:

1. A public hearing will be scheduled, if applicable, for the Plan Commission meeting in which your item is presented or if otherwise required at Common Council. Property owners within 200 feet of the boundaries of the property will be notified of your request. Information about surrounding properties can be found at the following: https://stevenspoint.maps.arcgis.com/home/index.html.

2. Staff will meet two weeks prior to the Plan Commission meeting to review your request. You will be notified as soon as possible if any revisions are needed. The Plan Commission will not review any plan revisions that have not been first reviewed by staff. A copy of the agenda and staff report for your item will be sent to you prior to the meeting.

3. The applicant or agent is required to attend the Plan Commission meeting to explain your request and answer questions. Failure to appear at the scheduled meeting may cause referral of the matter to a future meeting date. You should also remain at the meeting until the Plan Commission makes a recommendation on your item. You are also required to attend the Common Council meeting on the third Monday of the month, where final decision will be made regarding your request.

Plan Commission Review Process:

1. At the Plan Commission meeting, which typically occurs on the first Monday of the month, you will have an opportunity to provide information about your request. Additionally, a public hearing will take place at the Plan Commission meeting, if applicable to your request, after which, Staff will present their recommendation on the request.

2. After the presentation of your item, the Plan Commission can approve, reject, conditionally approve, or refer your proposal to a future meeting based in part on a review of the request against the applicable standards found in the City ordinances. After the Plan Commission recommendation, final approval is determined by the Common Council.

3. The Common Council typically meets on the third Monday of the month and will act on your request as part of the Plan Commission meeting minutes, or as a separate agenda item, if applicable.

Application Fees:

Please consult the schedule below for the appropriate fee for your request. Applications containing a combination of requests shall, after computation of each category, be charged the highest individual fee. Fractions of an acre are rounded up to the next whole acre. Each fee that is based on an additional lot or acre will include the first lot or acre as part of the base fee. For example, an annexation request for 1.1 acres will cost $310.00 ($300.00 + 1 additional acre at $10.00).

Plan Commission and Board of Zoning Appeals Fees	Fees Effective 5/1/2018
Annexation	
Annexation (includes permanent zoning)	$300.00 plus $10.00/acre (maximum of $500.00)
Conditional Use	
Conditional use permit	$300.00 plus $10.00/acre (maximum of $500.00)
Conditional use permit amendment	$250.00
Land Division	
Certified survey map	$50.00 plus $10.00/lot
Subdivision preliminary plat	$300.00 plus $10.00/lot
Subdivision final plat	$50.00
Ordinance Amendments	
Ordinance amendments	$300.00
Comprehensive plan amendments	$350.00
Planned Development District/Planned Unit Development	
Planned development district	$300.00 plus $10.00/acre (maximum of $500.00)
Planned development district amendment	$300.00
Rezoning	
District change (not PDD/PUD)	$300.00 plus $10.00/acre (maximum of $500.00)
Right-of-Way Vacations	
Alley or Street	$350.00
Signs	
Variance	$200.00
Site, Building, and Landscape Review	
Major (plan commission review)	$250.00
Variance (Board of Zoning Appeals)	
Administrative appeal (fee refunded if overturned)	$150.00
Variance	$300.00
Miscellaneous	
Park fees	
Single family	$300.00/dwelling unit
Duplex	$250.00/dwelling unit or $500.00/duplex
Recreational Impact Fee	
Multiple family	$200.00/unit
Mobile home	$200.00/mobile home lot
Zoning verification letters	$100.00 per parcel
Unspecified planning or zoning action (not requiring legal publication)	$150.00
Unspecified planning or zoning action (requiring legal publication)	$300.00

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**		**Fee Paid**	
Associated Applications if Any				**Assigned Case Manager**			
Pre-Application Conference Date				**Conditional Use Permit Request**	**Use** ☐ **Amend** ☐		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Jay A. Knetter, AIA	**Contact Name**	
Address	N16 W23217 Stone Ridge Drive, Suite 300	**Address**	
City, State, Zip	Waukesha, WI. 53188	**City, State, Zip**	
Telephone	262-278-4383	**Telephone**	
Fax		**Fax**	
Email	jayk@jaknetter.com	**Email**	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Lokre Development Company	**Owner's Name**	
Address	1820 Plover Road, Suite E	**Address**	
City, State, Zip	Plover, WI. 54467	**City, State, Zip**	
Telephone	805-445-2096	**Telephone**	
Fax		**Fax**	
Email	rolly@lokre.com	**Email**	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]

Parcel 1	Parcel 2	Parcel 3
209 Division Street / CSM #10561-47-141 / (799096)		

Legal Description of Subject Property

Portage County Certified Survey Map - Document #799096
Located in the NE 1/4 of the SE 1/4 of Section 29,
T24N-R8E, City of Stevens Point, Portage Co. Wisconsin

Designated Future Land Use Category	Current Use of Property
PD District	B-4 (Existing motel)

Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

Currently a single-story building and 2-story building are located on the existing parcel as a motel development. We are proposing razing this development and placing a new 4-story single mixed-use development with some ground level retail, interior parking and (3) floors of residential apartments. The plan is to advance design drawings as quickly as possible for city and state approvals and begin construction as soon as possible in early summer 2021.

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)

Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)

The site will be contained with construction fencing and silt fencing to isolate the construction of the new development for safety reasons and as an appropriate means and methods. An isolated secure site will provide the control necessary to maintain disruption and allow adjacent sites to function normally.

Current Zoning Surrounding Subject Property			
North:		**South:**	B-4 we believe but needs to be confirmed.
East:	B-4 we believe but needs to be confirmed.	**West:**	Division Street
Current Land Use Surrounding Subject Property			
North:	Retail: Noodles & Company and Cold Stone	**South:**	Papa Joes Bar
East:	Laundry but needs to be confirmed.	**West:**	Division Street

EXHIBITS

Owner Information Sheet	☒	**Additional Exhibits If Any:**
Letter to District Alderperson	☒	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☒	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☒	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (including any equivalent alternative landscaping requests)	☒	
Stormwater Plan	☐	
Outdoor Lighting Plan (location of fixtures, illumination levels)	☒	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	**Date**	**Signature of Property Owner(s)**	**Date**
	4.26.2021		4.26.21.

804097
Tx:4032432

CSM # 10561-47-141

799096

CYNTHIA A. WISINSKI
REGISTER OF DEEDS
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
09/02/2014 08:48 AM

REC FEE: 30.00
PAGES: 2
~~FEE EXEMPT:~~

PORTAGE COUNTY CERTIFIED SURVEY MAP

LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 29, T24N-R8E, CITY OF STEVENS POINT, PORTAGE CO. WISCONSIN

BASIS OF BEARINGS

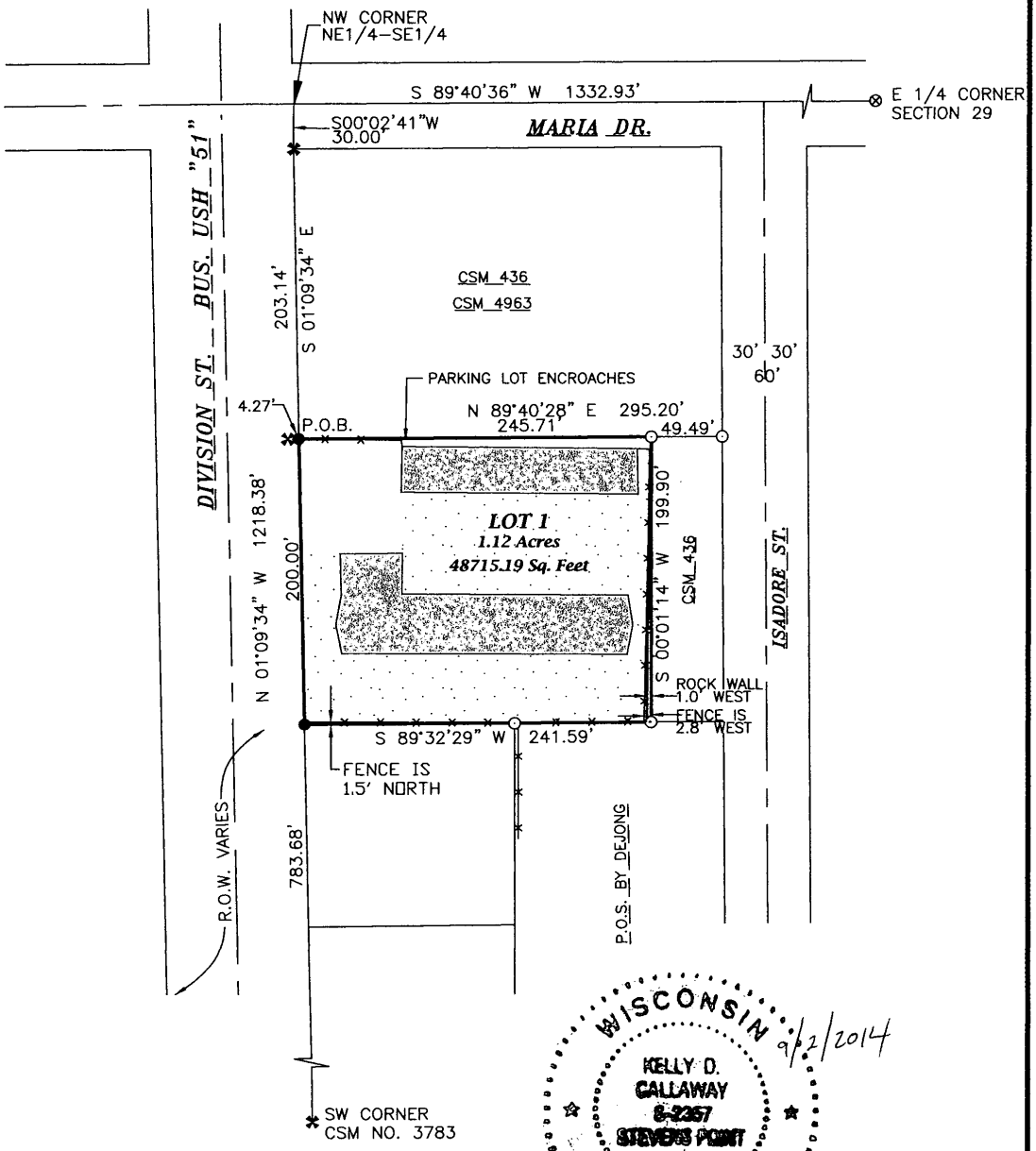
BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (PORTAGE)

LEGEND

- ● 3/4" REBAR SET 1.50 LBS/FT
- ○ 1" IRON PIPE FOUND
- ✖ "X" IN CONCRETE FOUND
- ⊗ MAG NAIL FOUND

SCALE 1" = 100'

0 100" 200'



WISCONSIN
KELLY D. CALLAWAY
S-2357
STEVENS POINT
WI
LAND SURVEYOR
9/2/2014

CALLAWAY LAND SURVEYING
340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com

CLIENT: MARTIN LIMITED II
JOB NO.: 14-048
SHEET 1 OF 2

PORTAGE COUNTY CERTIFIED SURVEY MAP

LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 29,
T24N-R8E, CITY OF STEVENS POINT, PORTAGE CO. WISCONSIN

SURVEYOR'S CERTIFICATE

I, Kelly D. Callaway, Registered Land Surveyor, Do hereby certify:
That I have surveyed and mapped those lands located in the NE1/4 of the SE1/4 Section 29, T24N-R8E, City of Stevens Point, Portage County, Wisconsin. Described as follows:

Commencing at the East 1/4 corner of section 29; thence S89°40'36"W, 1332.93 feet; thence S00°02'41"W, 30.00 feet to the NW corner of CSM No. 4963; thence S01°09'34"E, 203.14 feet to the point of beginning; thence N89°40'28"E, 295.20 feet to the NW corner of Lot 4 of CSM No. 436; thence S00°01'14"W, 199.90 feet to the SW corner of said Lot 4; thence S89°32'29"W, 241.59 feet; thence N01°09'34"W, 200.00 feet to the point of beginning.

Contatining 1.12 acres of land and being subject to any easements covenants and right of ways of record.

That said map is a true representation of those lands surveyed.
That I made such map under the direction of Martin Limited II
That I have complied with the provisions of Chapter 236.34 of the Wisconsin Statutes.

Kelly D. Callaway RLS # 2357

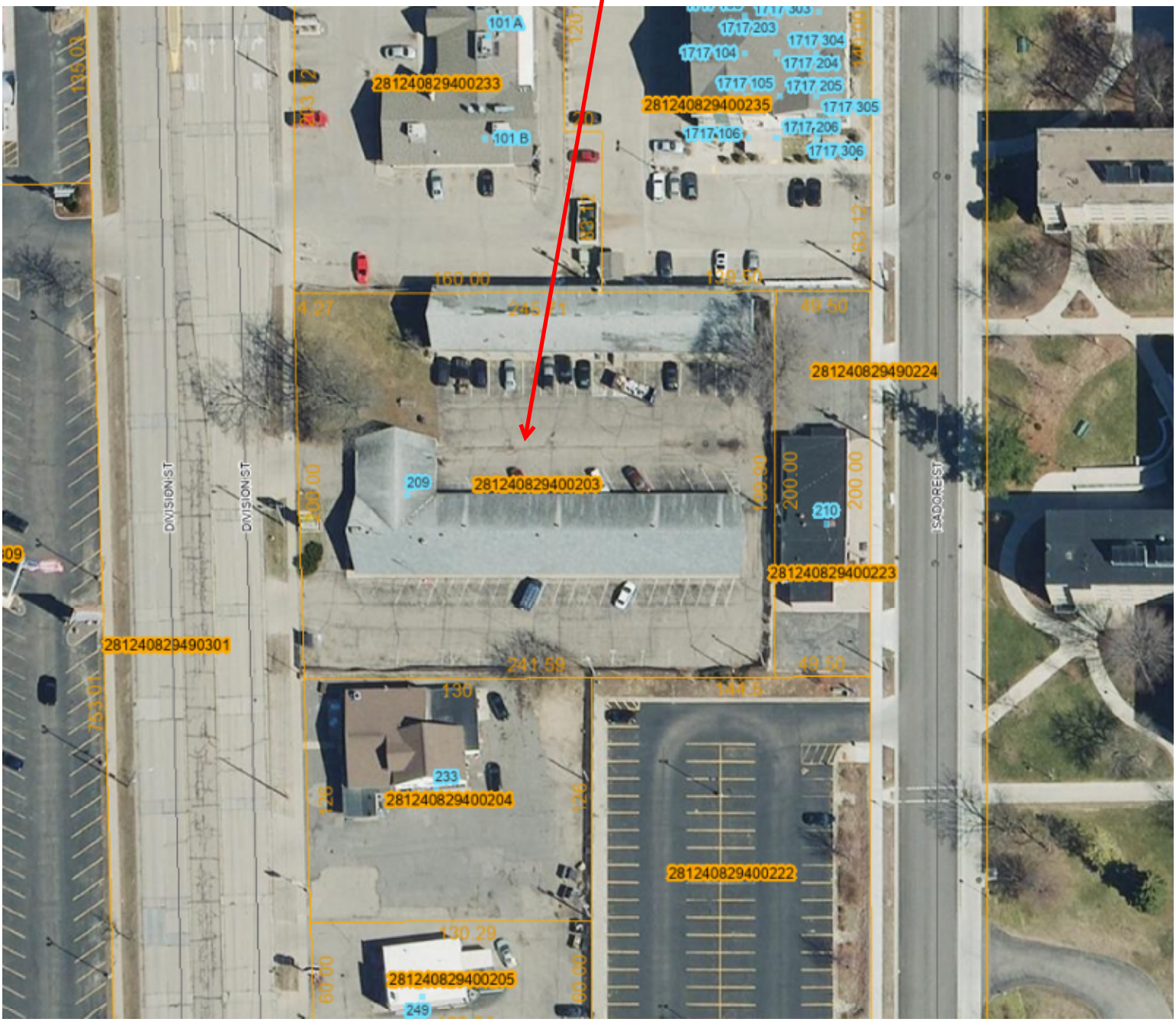
WISCONSIN KELLY D. CALLAWAY S-2357 STEVENS POINT WI LAND SURVEYOR

9/2/2014

CALLAWAY LAND SURVEYING
340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com

CLIENT: MARTIN LIMITED II
JOB NO.: 14-048
SHEET 2 OF 2

PROJECT SITE
209 Division Street



Jay Knetter

From: Victor Anderson <victor@lokre.com>
Sent: Monday, April 26, 2021 2:19 PM
To: district1@stevenspoint.com
Cc: Rolly Lokre; Jay Knetter; Rick Nelson; akuhn@stevenspoint.com
Subject: Mixed Use Project - 209 Division Street, Stevens Point, WI
Attachments: 2021 0427 SP Division St_Progress PLAN COMMISSION PACKAGE.PDF

Importance: High

Tory,
I'd like to introduce our project to you for the redevelopment of 209 Division Street, Stevens Point, Wisconsin. Please find the attached preliminary project plan. We will have the final plan to the commission later today or early tomorrow. The project includes taking down the current Point Motel buildings and building a 87,770 square foot mixed use building on the site. The building will include parking on the first level along with some commercial/retail space. The next three levels will consist of 79 residential units comprised of a mix of 2 bedroom, 1 bedroom and efficiency residential units. Parking for the project will consist of 57 interior ground level parking stalls and 28 exterior parking stalls. The projects details will include quality finishes and amenities you would expect from luxury residential living.
Please review and let any of us know if you have any questions about this exciting project?
Thank you,
Victor

Victor Anderson
Director, Brokerage & Property Management
M: 715.574.1677 | P: 715.318.8978 victor@lokre.com

lokre.com

Maria Mohr

From: Adam Kuhn
Sent: Thursday, April 29, 2021 1:54 PM
To: Maria Mohr
Subject: FW: Mixed Use Project - 209 Division Street, Stevens Point, WI

Importance: High

From: Victor Anderson <victor@lokre.com>
Sent: Monday, April 26, 2021 2:19 PM
To: District 1 <district1@stevenspoint.com>
Cc: Rolly Lokre <rolly@lokre.com>; Jay Knetter <jayk@jaknetter.com>; Rick Nelson <rick@lokre.com>; Adam Kuhn <akuhn@stevenspoint.com>
Subject: Mixed Use Project - 209 Division Street, Stevens Point, WI
Importance: High

Tory,
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Thank you,
Victor

Victor Anderson
Director, Brokerage & Property Management
M: 715.574.1677 | P: 715.318.8978 victor@lokre.com

lokre.com

LOKRE

PLAN COMMISSION DOCUMENTS for:

LOKRE DEVELOPMENT GROUP
BANTR STEVENS POINT MIXED-USE APARTMENTS

MULTI-FAMILY RESIDENTIAL BUILDING

209 DIVISION STREET
STEVENS POINT, WI 54481

JAK architecture + interior design
JAKnetter Architects

N16 W23217 STONE RIDGE DRIVE, SUITE 300
WAUKESHA, WI 53188 | www.jaknetter.com
office 262 513 9800 | fax 262 513 9815

PROJECT INFORMATION:

DIVISION STREET
MIXED USE BUILDING

209 DIVISION STREET
STEVENS POINT, WI
54481

DRAWING ISSUANCE:

PLAN COMMISSION
DOCUMENTS

OWNER
LOKRE DEVELOPMENT COMPANY

1820 PLOVER ROAD, SUITE E
PLOVER, WISCONSIN 54467
PHONE: (715) 342-9200

PROJECT CONTACT: ROLLY LOKRE
DIRECT PHONE: (805) 445-2096
EMAIL ADDRESS: rolly@lokre.com

CONTRACTOR
12GAUGE CONSTRUCTION, LLC.

2013 S STOUGHTON ROAD
MADISON, WISCONSIN 53716
PHONE: (608) 467-7123
FAX: (608) 467-6611

PROJECT CONTACT: JIM WORTHINGTON
DIRECT PHONE: (262) 825-3046
EMAIL ADDRESS: jimw@12gcc.com

ARCHITECTURAL
JAKnetter ARCHITECTS

N16 W23217 STONE RIDGE DRIVE, SUITE 300
WAUKESHA, WI 53188
PHONE: (262) 513-9800

PROJECT CONTACT: JAY A. KNETTER, AIA
DIRECT PHONE: (262) 278-4383
EMAIL ADDRESS: jayk@jaknetter.com

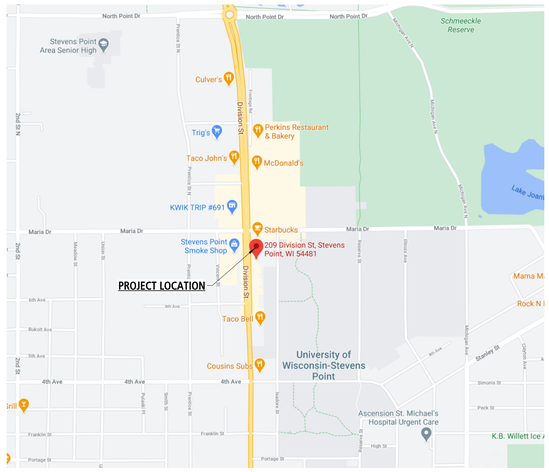
REVISIONS

#	DATE	DESCRIPTION

SHEET INDEX

SHEET INDEX		
0-GENERAL		
	TS100	COVER
	TS101	INDEX
2-LANDSCAPE		
	L1.0	LANDSCAPE PLAN
4-ARCHITECTURAL SITE		
	AS100	ARCHITECTURAL SITE PLAN
	AS120	COLOR SITE PLAN
5-ARCHITECTURAL		
	A101	GROUND LEVEL FLOOR PLAN
	A102	SECOND LEVEL FLOOR PLAN
	A103	THIRD LEVEL FLOOR PLAN
	A104	FOURTH LEVEL FLOOR PLAN
	A109	ROOF PLAN
	A200	BUILDING ELEVATIONS
6-SITE LIGHTING		
	SL1.0	SITE LIGHTING PLAN

VICINITY MAP



ISSUANCES

SCHEMATIC DESIGN PACKAGE 03 MARCH 2021

PLAN COMMISSION DOCUMENTS 27 APRIL 2021

PROGRESS DOCUMENTS

These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

27 APRIL 2021

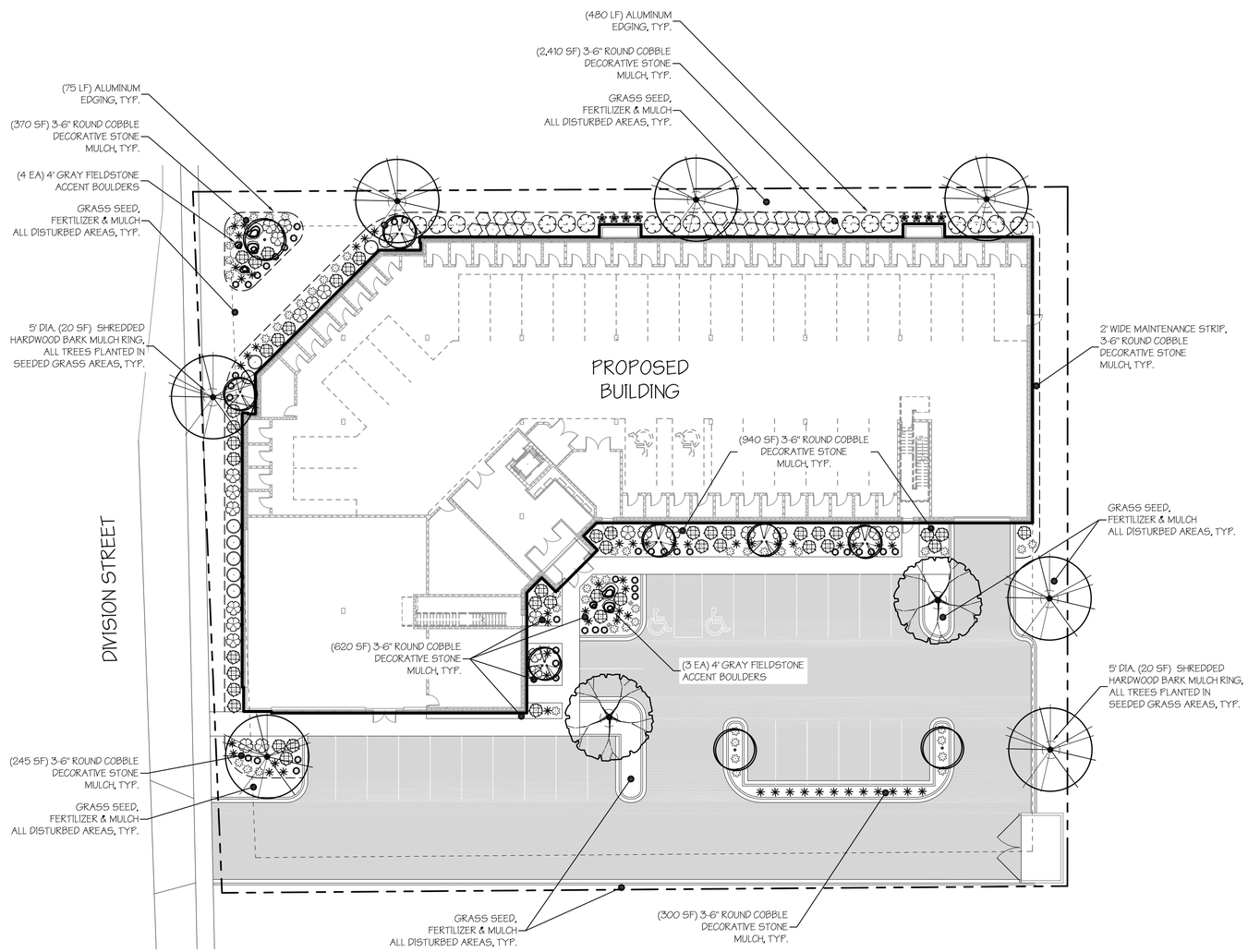
PROJECT NUMBER	PROJECT MANAGER
21011-00	JK

COVER

TS100

© JAKnetter Architects

Know what's **below.**
Call before you dig.



LANDSCAPE PLAN

0 20 40

GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS FOR PLANTING IN ALL R.O.W. AND WITHIN 300 FT OF OHWM
- LANDSCAPE CONTRACTOR SHALL VERIFY ALL UTILITIES WHICH MAY EFFECT WORK.
- LANDSCAPE CONTRACTOR SHALL COORDINATE WORK WITH OTHERS AT SITE AND COMPLETE WORK PER OWNERS CONSTRUCTION SCHEDULE.
- ALL PLANT MATERIALS SHALL BE GUARANTEED ONE (1) FULL YEAR UPON TOTAL COMPLETION AND ACCEPTANCE BY OWNER, WITH ONE TIME REPLACEMENT AT APPROPRIATE TIME OR UPON REQUEST OF OWNER.
- REPLACEMENT TOPSOIL SHALL BE CLEAN, FREE OF STONES, WEEDS AND OTHER UNDESIRABLE DEBRIS.
- PLANTING SOIL MIX (INCIDENTAL COST ITEM)
  1. MIX 1 LB. 5-20-20 COMMERCIAL FERTILIZER PER CU. YD. TOPSOIL.
  2. THOROUGHLY MIX 1-PART SAND AND 1-PART PEAT MOSS WITH 5-PARTS FERTILIZER AND TOPSOIL.
- USE PLANTING SOIL AT ALL LOCATIONS PER DETAILS THIS SHEET.
- LANDSCAPE CONTRACTOR SHALL VERIFY TOPSOIL DEPTH AND NOTIFY OWNER OF ANY DEFICIENCY.
- WHERE EXISTING CONCRETE/ASPHALT AREAS ARE TO BE REPLACED WITH LANDSCAPING, PROVISIONS SHOULD BE TAKEN TO COORDINATE EXCAVATION OF SUBSOIL TO A DEPTH OF 18" MIN WITH GRADING CONTRACTOR. REPLACE WITH COMPACTED TOPSOIL. ALL AREAS TO BE LANDSCAPED AND SODDED SHALL BE GRADED SMOOTH AND EVEN.
- LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR SEEDING OR SODDING ALL AREAS WHICH ARE DISTURBED BY CONSTRUCTION INCLUDING ALL R.O.W. AND ADJACENT PROPERTIES.
- LANDSCAPE CONTRACTOR TO INSTALL 'CURV-RITE' $\frac{1}{8}$" X 4" ALUMINUM EDGING - BRONZE COLOR AROUND ALL PLANTING BEDS AS SHOWN ON THIS PLAN, UNLESS OTHERWISE SPECIFIED.
- LANDSCAPE CONTRACTOR SHALL CLEAN ALL PAVEMENT AREAS AFTER ALL LANDSCAPE INSTALLATION IS COMPLETE AND ACCEPTED BY OWNER. DAILY AS DEEMED NECESSARY BY THE CITY.
- GENERAL CONTRACTOR TO SWEEP PAVEMENT AREAS PRIOR TO TURN OVER TO OWNER.

PLANT SCHEDULE

DECIDUOUS TREES	COMMON NAME	BOTANICAL NAME	SIZE	CONTAINER	QTY
	Fall Fiesta Sugar Maple	Acer saccharum `Bailsta` TM	2.5" Cal.	B&B	7
	Swamp White Oak	Quercus bicolor	2.5" Cal.	B&B	2
ORNAMENTAL TREES	COMMON NAME	BOTANICAL NAME	SIZE	CONTAINER	QTY
	Autumn Brilliance Apple Serviceberry	Amelanchier x grandiflora `Autumn Brilliance`	6`-8` Ht (Multi-stem)	B&B	6
	Prairifire Crabapple	Malus x `Prairifire`	1.5" Cal.	B&B	3
DECIDUOUS SHRUBS	COMMON NAME	BOTANICAL NAME	SIZE	CONTAINER	QTY
	Upright Red Chokeberry	Aronia arbutifolia `Erecta`	3 gal.	Cont.	16
	Prairie Fire Dogwood	Cornus alba `Prairie Fire`	3 gal.	Cont.	44
	Tiny Wine Ninebark	Physocarpus opulifolius `SMPOTW` TM	3 gal.	Cont.	25
	Gro-Low Fragrant Sumac	Rhus aromatica `Gro-Low`	3 gal.	Cont.	20
	Sem Ash Leaf Spirea	Sorbaria sorbifolia `Sem`	3 gal.	Cont.	9
PERENNIALS	COMMON NAME	BOTANICAL NAME	SIZE	CONTAINER	QTY
	Karl Foerster Feather Reed Grass	Calamagrostis x acutiflora `Karl Foerster`	1 gal.	Cont.	55
	Cinnamon Fern	Osmunda cinnamomea	1 gal.	Cont.	8
	Goldsturm Black-Eyed Susan	Rudbeckia fulgida sullivantii `Goldsturm`	1 gal.	Cont.	49
	Prairie Dropseed	Sporobolus heterolepis	1 gal.	Cont.	40

REVI DESIGN

revi DESIGN, LLC.
outdoor designers
& artists

THIS DOCUMENT AND THE IDEAS/DESIGNS INCORPORATED HEREIN IS AN INSTRUMENT OF PROFESSIONAL SERVICE AND IS NOT TO BE USED, IN WHOLE OR IN PART, FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF revIDESIGN, LLC.

715 355 7384
www.revi-design.com

1000 mcdonald st,
wausau, wi 54403

NORTH

DIVISION ST MIXED USE

LOCATION
209 Division St
Stevens Point, WI
54481

ISSUE
APRIL 2021

EDIT
APRIL 2021

PROJECT #
026-2021

SHEET TITLE
LANDSCAPE PLAN

DRAWN BY
KS

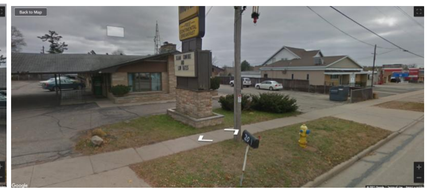
CHECK BY
DS

LA

L1.0

1 EXISTING CONDITIONS
FOR REFERENCE ONLY

2 EXISTING CONDITIONS
FOR REFERENCE ONLY

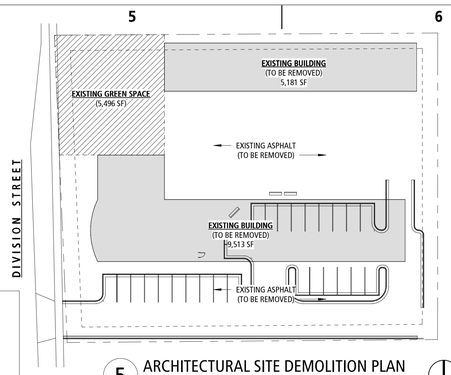


3 EXISTING CONDITIONS
FOR REFERENCE ONLY

EXISTING SITE INFORMATION

GREEN SPACE:	5,496 SF
TOTAL ASPHALT AREA:	29,011 SF
TOTAL BUILDING AREA:	14,694 SF
(TOTAL IMPERVIOUS):	43,705 SF
SITE AREA:	49,201 SF
GREENSPACE %:	~11.2%

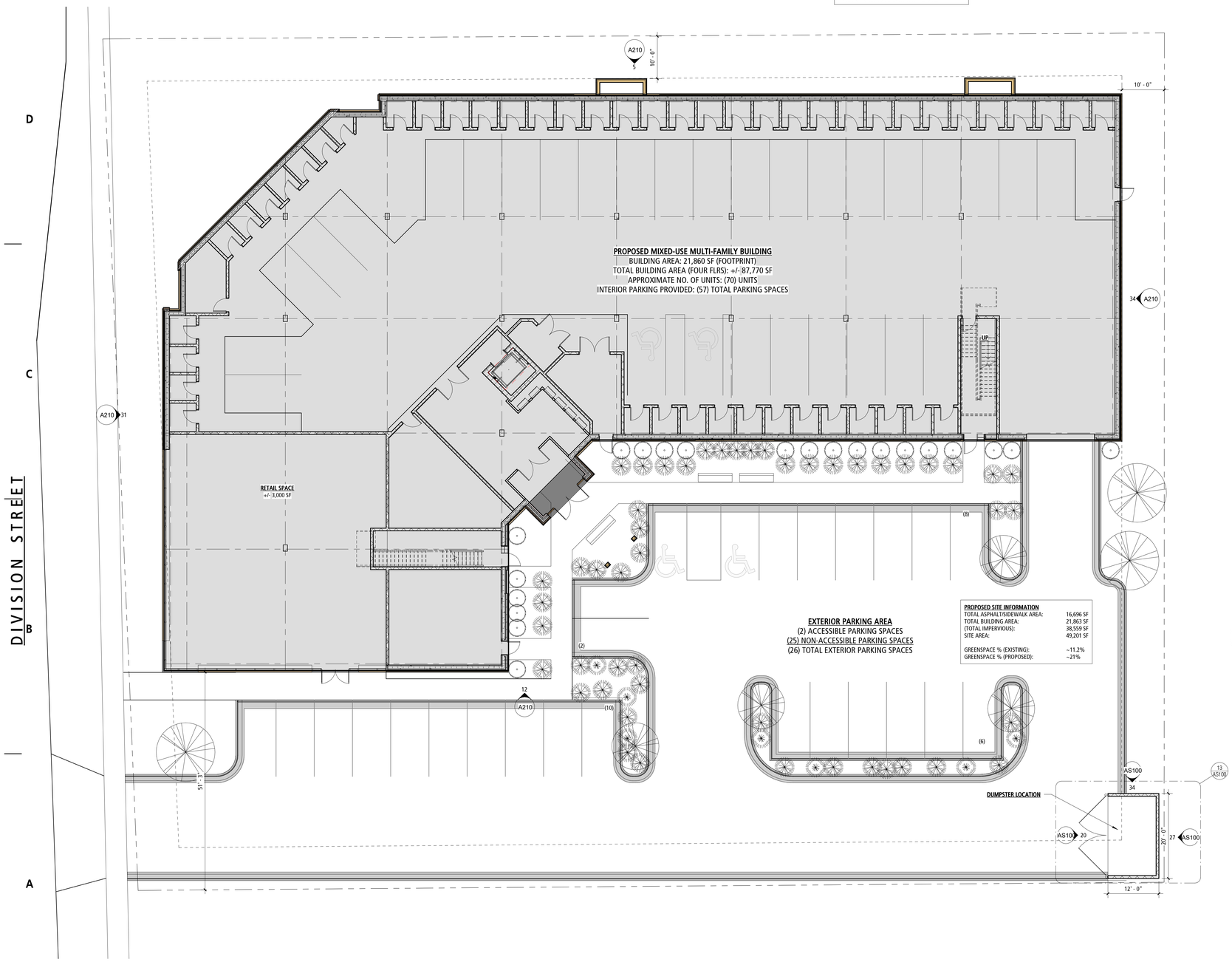
NOTE: REFER TO ARCHITECTURAL SITE PLAN FOR NEW PARKING / GREEN AREAS WITHIN THE SITE.



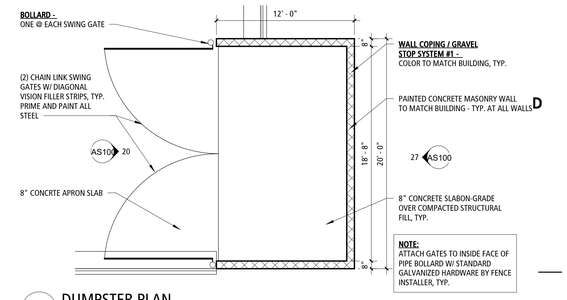
5 ARCHITECTURAL SITE DEMOLITION PLAN
1" = 40'-0" 6 / A200

PARKING / UNIT MATRIX

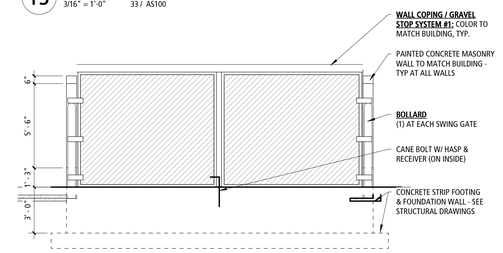
UNITS / PARKING	LOWER LEVEL	1ST FLOOR	2ND FLOOR	3RD FLOOR	4TH FLOOR	TOTAL
EFFICIENCY	--	--	10 UNITS	11 UNITS	11 UNITS	32 UNITS
EFFICIENCY TYPE "A"	--	--	1 UNIT	--	--	1 UNIT
1-BEDROOM	--	--	9 UNITS	13 UNITS	13 UNITS	35 UNITS
1-BEDROOM TYPE "A"	--	--	1 UNIT	--	--	1 UNIT
2-BEDROOM	--	--	1 UNITS	4 UNITS	4 UNITS	9 UNITS
2-BEDROOM TYPE "A"	--	--	1 UNIT	--	--	1 UNIT
PARKING (ENCLOSED)	57 SPACES					
PARKING (SURFACE)	28 SPACES					
PARKING/UNIT TOTAL	85 SPACES					79 UNITS
NOTES	(1) 1-BEDROOM AND (1) 2-BEDROOM TYPE 'A'UNITS TO BE LOCATED ON SECOND FLOOR ONLY. ALL REMAINING UNITS TO BE TYPE 'B' UNITS.					



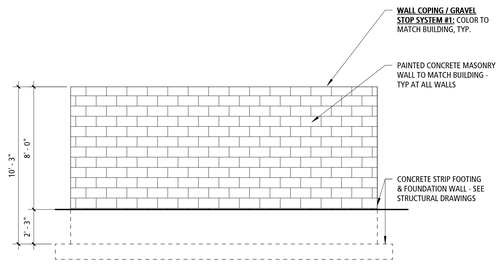
33 ARCHITECTURAL SITE PLAN
3/32" = 1'-0" 6 / A200



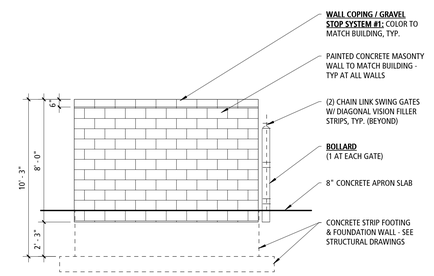
13 DUMPSTER PLAN
3/16" = 1'-0" 33 / AS100



20 DUMPSTER - WEST ELEVATION
1/4" = 1'-0" 13 / AS100



27 DUMPSTER - EAST ELEVATION
1/4" = 1'-0" 13 / AS100



34 DUMPSTER - TYPICAL SIDE ELEVATION
1/4" = 1'-0" 33 / AS100

JAK architecture + interior design
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PROJECT INFORMATION:

DIVISION STREET MIXED USE BUILDING

209 DIVISION STREET
STEVENS POINT, WI
54481

DRAWING ISSUANCE:

PLAN COMMISSION DOCUMENTS

REVISIONS

#	DATE	DESCRIPTION

PROGRESS DOCUMENTS

These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

27 APRIL 2021

PROJECT NUMBER	PROJECT MANAGER
21011-00	JK

ARCHITECTURAL SITE PLAN

AS100

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COLOR SITE PLAN

Scale: 3/32"=1'-0"

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REVISIONS

#	DATE	DESCRIPTION

27 APRIL 2021

PROJECT NUMBER	PROJECT MANAGER
21011-00	JK

COLOR SITE PLAN

AS120

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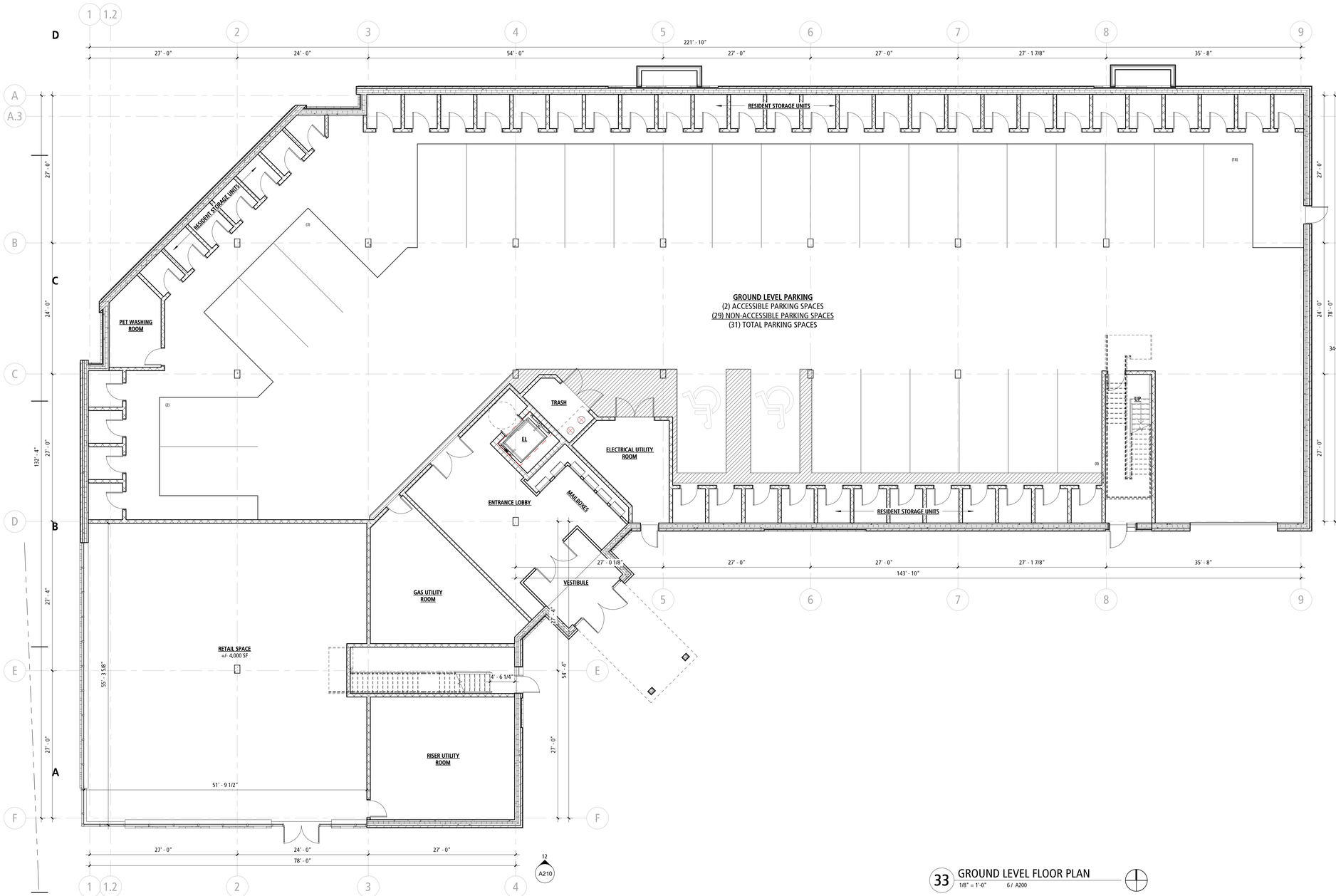

33 GROUND LEVEL FLOOR PLAN
1/8" = 1'-0" 6 / A200

BUILDING ASSEMBLIES

FOUNDATION SYSTEM #1
16" FORMED AND POURED-IN-PLACE CONCRETE FOUNDATION WALL WITH TYPICAL CONCRETE FOOTINGS PER STRUCTURAL DRAWINGS WITH POURED-IN-PLACE CONCRETE PIERS. PROVIDE 4" BRICK LEDGE AT ALL PRECAST FLOOR PLANK BEARING CONDITIONS IDENTIFIED ON EXTERIOR WALL. SEE STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. PROVIDE 2" CONTINUOUS RIGID INSULATION VERTICAL ON THE EXTERIOR OF THE FOUNDATION WALL FROM UNDERSIDE OF PRECAST TO TOP OF FOOTING WITH SPRAY MOISTURE RETARDER. (OCCURS AT ALL EXTERIOR WALL CONDITIONS.) LOWER LEVEL CONCRETE WALLS TO RECEIVE APPROVED WATERPROOFING SYSTEM TO EXTERIOR FACE OF WALL.

FLOOR SYSTEM #1 (GROUND LEVEL)
5" CONCRETE SLAB W/ 6x6 W1.4xW1.4 WWF OVER 10-MIL POLYETHYLENE VAPOR BARRIER AND 6" FREELY DRAINING COMPACTED GRANULAR FILL SUB-BASE. PROVIDE PRE-MOLDED JOINT FILL AT COLUMNS AND PERIMETER SLAB JOINT CONDITIONS. (SEE STRUCTURAL DRAWINGS FOR REINFORCING, CONTROL JOINT LOCATIONS AND SPECIFIC INFORMATION). FLOOR SLABS TO SLOPE TO INTERNAL CATCH BASINS LOCATED IN DRIVE LANE.

FLOOR SYSTEM #2
8" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #3
10" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #4
12" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #5
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER WOOD ENGINEERED FLOOR TRUSSES. REFER TO STRUCTURAL DRAWINGS FOR TRUSS SIZING, SPACING AND OTHER SPECIFIC INFORMATION.

FLOOR SYSTEM #6
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER 2X12 FLOOR JOISTS @ 24" O/C IN 2X12 JOIST HANGERS. 5/8" TYPE 'X' GYP BE ATTACHED TO UNDERSIDE OF FLOOR JOISTS. (UL DESIGN #L514 – 1-HOUR FLOOR ASSEMBLY). REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION.

EXTERIOR WALL SYSTEM #1
JAMES HARDIE 'ARTISAN SERIES' REVEAL PANEL WITH RECESS TRIM (SEE ELEVATION SHEETS FOR SPECIFIC COLOR INFORMATION) OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING.

EXTERIOR WALL SYSTEM #2
MODULAR BRICK WITH WALL TIES TIED BACK TO MAIN STRUCTURE @ 2/SF OVER ½" AIR SPACE OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING. (REFER TO ELEVATIONS FOR MATERIAL LOCATIONS.)

EXTERIOR WALL SYSTEM #3 (GROUND LEVEL)
12" NOMINAL FORMED INSULATED PRECAST CONCRETE (4"/5"/3") R-15 MIN., WET CAST SMOOTH FACED LOAD-BEARING ARCHITECTURAL PANELS WITH ½" DEEP FORMED HORIZONTAL REVEALS AND SMOOTH FINISH AS DEPICTED IN EXTERIOR ELEVATIONS. EXTERIOR FACE PANELS TO BE PAINTED WITH HALLMAN LINDSEY 'GRIP TITE' 66 ACRYLIC MASONRY PRIMER AND (2) COATS 'WEATHERGUARD' 176 FLAT, 100% ACRYLIC PAINT. ALL DOORS AND WINDOW OPENINGS TO BE FORMED INTEGRAL DRIP AT THE HEAD OF THE OPENING AND POSITIVE SLOPED SILL. PROVIDE SEALANT AND BACKER ROD AT ALL VERTICAL PANELS JOINTS (INTERIOR AND EXTERIOR). SEE ELEVATIONS AND WALL SECTIONS FOR LOCATIONS OF REVEALS, PANEL ARTICULATIONS AND WALL PANEL LAYOUT. REFER TO EXTERIOR MATERIAL SCHEDULE FOR PAINT COLOR SELECTIONS.

FLASHING SYSTEM #1
WITHIN EXTERIOR WALL SYSTEMS PER STONEWOOD DETAILS, PROVIDE 40 MIL THICK RUBBERED ASPHALT FLASHING PER CODE. ADHESIVE BACKED OVER STAINLESS STEEL METAL DRIP PLATE. TURN-UP FLASHING VERTICALLY 8" MINIMUM LAP.

FLASHING SYSTEM #2
AT CANOPY STRUCTURE #1 PROVIDE PRE-FINISHED, 22 GA METAL COUNTER FLASHING WITH METAL REGLET SAWCUT INTO MORTAR OR RETURN AND TERMINATE TO ALUMINUM SYSTEM. INSTALL SEALANT AT METAL FLASHING AND FACE BRICK OR FIBERESIN PANEL JOINT.

GLAZING SYSTEM #1 (STOREFRONT SYSTEM)
VISION GLASS: 1" INSULATED BRONZE LOW-E GLASS. ALUMINUM GLAZING SYSTEM: "TRIFAB 451UT SYSTEM" BY KAWNEER OR EQUAL. THIS IS A CENTER GLAZED STOREFRONT SYSTEM – 2-1/2" WIDE x 4 1/2" DEEP IN DARK BRONZE ANODIZED ALUMINUM FINISH. 1" INSULATED LOW-E, TINTED GLASS UNITS WITH THERMAL BREAK, SILL FLASHING, EXTERIOR METAL CLOSURES AND SHIMS ATTACHED TO STRUCTURAL STEEL FRAMING AND MASONRY FRAMED OPENINGS AS INDICATED. 2" WIDE MULLION COVERS AND BUTT-GLAZED MULLIONS TYPICAL UNLESS NOTED OTHERWISE. ALL DOORS TO BE MEDIUM STILE FRAMES. SEE SHEET A600 FOR SPECIFIC INFORMATION.

GLAZING SYSTEM #2 (UNIT WINDOWS)
DOUBLE HUNG VINYL WINDOW SYSTEM (250 SERIES) BY PELLA. UNIT SHALL BE A FIXED FRAME/VENTED OPERATION WITH WHITE INTERIOR AND BLACK EXTERIOR FINISH. DOUBLE LAYER, ARGON FILLED, LOW-E GLASS TO BE ANNEALED OR TEMPERED DEPENDING ON LOCATION. HARDWARE FINISH TO BE WHITE.

CEILING SYSTEM #1
5/8" TYPE 'X' GYP BD OVER ½" 25 MSG GALVANIZED RESILIENT CHANNELS AT 16" O/C. CEILING ASSEMBLY DESIGN PER UL DESIGN NO. L528 (1-HOUR) FIRE-RATED ASSEMBLY.

STAIR #1 (INTERIOR)
WOOD STRINGERS WITH WOOD TREAD UNDER RUBBER TREAD MATERIAL. FINISHED WOOD BALUSTERS AND INTERMEDIATE MEMBERS PER CODE AND STAIR SECTION DRAWINGS. STAIR HANDRAILS TO MEET EXTENSION REQUIREMENTS.

CANOPY STRUCTURE #1
SKELETON FRAME ATTACHED TO THE BUILDING FAÇADE WITH EMBED PLATES AND CONNECTIONS TO THE STRUCTURAL STEEL FRAME OF THE BUILDING. FRAME UNDERSIDE OF CANOPY WITH METAL STUDS AND STONEWOOD FIBERESIN PANELS. PROVIDE AND INSTALL ADHERED 60 MIL EPDM MEMBRANE OVER TAPERED RIGID POLYISO INSULATION SLOPED TO THE SIDE OF CANOPY WITH SCUPPER OPENINGS.

ROOF SYSTEM #1
60-MIL SINGLE-PLY, FULLY ADHERED EPDM MEMBRANE ON ONE (1) LAYER OF 2-1/2" POLYISO INSULATION AND ONE (1) LAYER OF 2-1/2" POLYISO INSULATION WITH JOINTS STAGGERED AND MINIMUM R-26 (5" TOTAL THICKNESS) OVER FLUTED, PRIMED METAL DECK. PROVIDE TAPERING OF ROOF INSULATION AS REQUIRED FOR FLAT STRUCTURE AREAS TO ROOF DRAINS. METAL DECK OVER STRUCTURAL STEEL BEAMS. WOOD TRUSSES TO PITCH TO ROOF DRAINS. SEE STRUCTURAL DRAWINGS. PROVIDE WAUSAU TILE 'ESTATE' SERIES 24"X24"X2" WITH 3/8" TAB AND TERRA-STUD SHIM SYSTEM FOR ALL PAVER LOCATIONS. REFER TO ROOF PLAN FOR PAVER LOCATIONS.

WALL COPING SYSTEM #1
PREFINISHED 2-PIECE METAL WALL COPING WITH 6" FACE ON 2x WOOD TREATED ROOF BLOCKING, ANCHORED SECURELY TO TOP OF WALL @ 4'-0" O.C. WITH 3/8" DIAMETER ANCHORS. EXTEND ROOF MEMBRANE UP AND OVER WALL AND TERMINATE UNDER COPING SYSTEM. COLOR PREFINISHED DARK BRONZE ANODIZED OR SIMILAR. PROVIDE PARAPET ROOF COPING AT SPECIFIED LOCATIONS OF THE BUILDING PERIMETER.

EXIT MAN DOOR #1
14 GA. GALVANIZED INSULATED LAMINATED CORE HOLLOW METAL DOOR (FLUSH), PRIMED AND PAINTED. COLOR TO MATCH ADJACENT BUILDING COLOR. PROVIDE PAINT SAMPLE COLOR TO ARCHITECT FOR APPROVAL. INSULATED HOLLOW METAL FRAMES WITH THRESHOLD AND DRIP CAP HEAD.

ELEVATOR #1
TYSSENKRUPP EVOLUTION 200 SERIES, TRACTION ELEVATOR UNIT - REFER TO LOWER LEVEL FLOOR PLANS FOR MACHINE ROOM LOCATION.

FLOOR PLAN LEGEND

- EXISTING WALL TO REMAIN
- NEW WALL CONSTRUCTION
- EXISTING DOOR TO REMAIN
- DOOR - NEW CONSTRUCTION
- ### — DOOR NUMBER - REFER TO DOOR SCHEDULE
- # — WALL TYPE - REFER TO SHEET A000
- F## — KEYNOTE - REFER TO KEYNOTE LEGEND
- FE — FIRE EXTINGUISHER (WALL / COLUMN / HOOK CONNECTION)
- FEC — ACADEMY, CLEAR ALUMINUM. VERTICAL DUO, SEMI-RECESSED FIRE EXTINGUISHER CABINET BY SL INDUSTRIES OR EQUAL

JAK architecture + interior design
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PROJECT INFORMATION:

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STEVENS POINT, WI
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27 APRIL 2021

PROJECT NUMBER	PROJECT MANAGER
21011-00	JK

GROUND LEVEL FLOOR PLAN

A101

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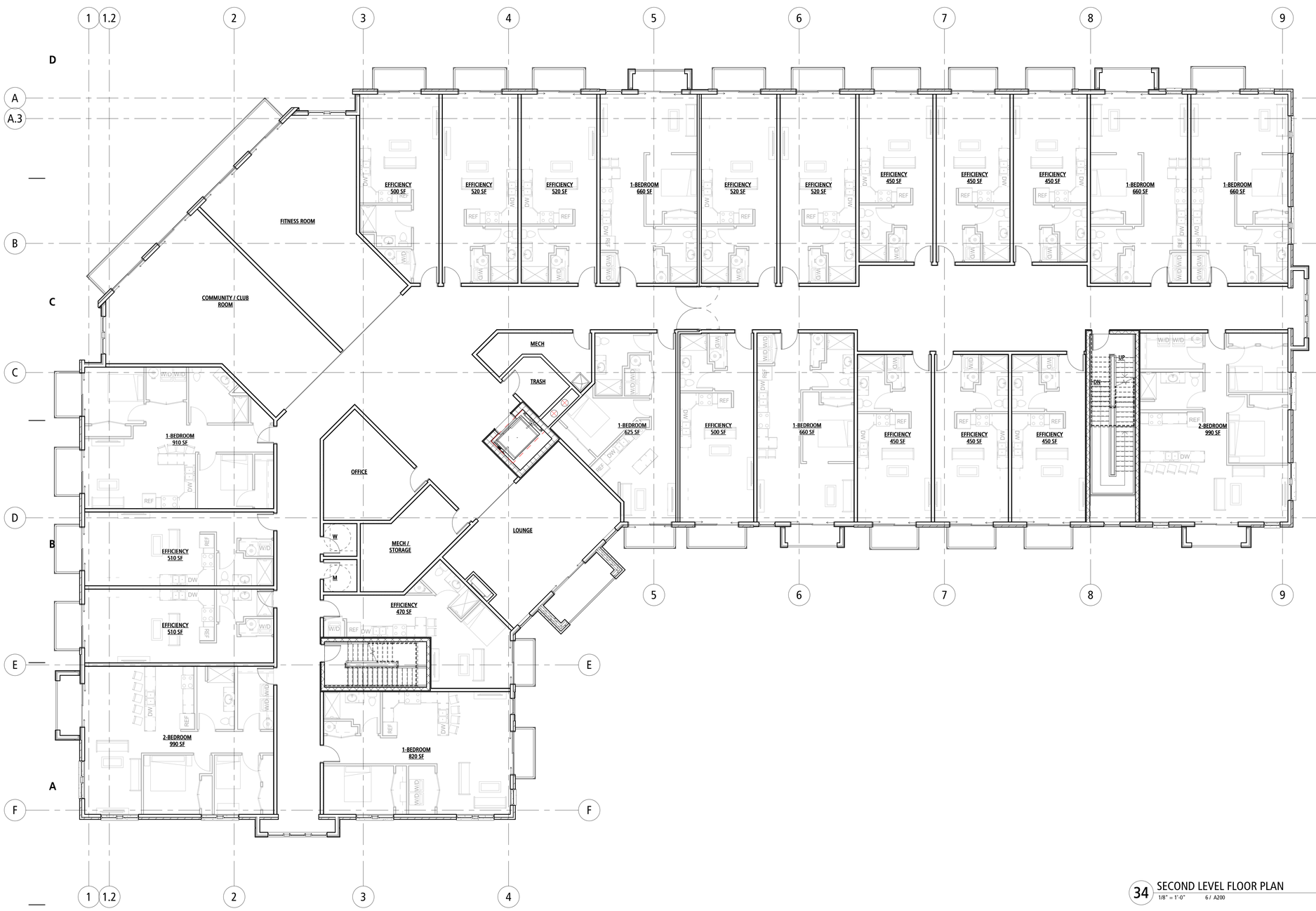

34 SECOND LEVEL FLOOR PLAN
1/8" = 1'-0" 6 / A200

BUILDING ASSEMBLIES

FOUNDATION SYSTEM #1
16" FORMED AND POURED-IN-PLACE CONCRETE FOUNDATION WALL WITH TYPICAL CONCRETE FOOTINGS PER STRUCTURAL DRAWINGS WITH POURED-IN-PLACE CONCRETE PIERS. PROVIDE 4" BRICK LEDGE AT ALL PRECAST FLOOR PLANK BEARING CONDITIONS IDENTIFIED ON EXTERIOR WALL. SEE STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. PROVIDE 2" CONTINUOUS RIGID INSULATION VERTICAL ON THE EXTERIOR OF THE FOUNDATION WALL FROM UNDERSIDE OF PRECAST TO TOP OF FOOTING WITH SPRAY MOISTURE RETARDER. (OCCURS AT ALL EXTERIOR WALL CONDITIONS.) LOWER LEVEL CONCRETE WALLS TO RECEIVE APPROVED WATERPROOFING SYSTEM TO EXTERIOR FACE OF WALL.

FLOOR SYSTEM #1 (GROUND LEVEL)
5" CONCRETE SLAB W/ 6x6 W1.4xW1.4 WWF OVER 10-MIL POLYETHYLENE VAPOR BARRIER AND 6" FREELY DRAINING COMPACTED GRANULAR FILL SUB-BASE. PROVIDE PRE-MOLDED JOINT FILL AT COLUMNS AND PERIMETER SLAB JOINT CONDITIONS. (SEE STRUCTURAL DRAWINGS FOR REINFORCING, CONTROL JOINT LOCATIONS AND SPECIFIC INFORMATION). FLOOR SLABS TO SLOPE TO INTERNAL CATCH BASINS LOCATED IN DRIVE LANE.

FLOOR SYSTEM #2
8" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #3
10" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #4
12" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #5
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER WOOD ENGINEERED FLOOR TRUSSES. REFER TO STRUCTURAL DRAWINGS FOR TRUSS SIZING, SPACING AND OTHER SPECIFIC INFORMATION.

FLOOR SYSTEM #6
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER 2X12 FLOOR JOISTS @ 24" O/C IN 2X12 JOIST HANGERS. 5/8" TYPE 'X' GYP BE ATTACHED TO UNDERSIDE OF FLOOR JOISTS. (UL DESIGN #L514 – 1-HOUR FLOOR ASSEMBLY). REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION.

EXTERIOR WALL SYSTEM #1
JAMES HARDIE 'ARTISAN SERIES' REVEAL PANEL WITH RECESS TRIM (SEE ELEVATION SHEETS FOR SPECIFIC COLOR INFORMATION) OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING.

EXTERIOR WALL SYSTEM #2
MODULAR BRICK WITH WALL TIES TIED BACK TO MAIN STRUCTURE @ 2/SF OVER ½" AIR SPACE OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING. (REFER TO ELEVATIONS FOR MATERIAL LOCATIONS.)

EXTERIOR WALL SYSTEM #3 (GROUND LEVEL)
12" NOMINAL FORMED INSULATED PRECAST CONCRETE (4"/5"/3") R-15 MIN., WET CAST SMOOTH FACED LOAD-BEARING ARCHITECTURAL PANELS WITH ½" DEEP FORMED HORIZONTAL REVEALS AND SMOOTH FINISH AS DEPICTED IN EXTERIOR ELEVATIONS. EXTERIOR FACE PANELS TO BE PAINTED WITH HALLMAN LINDSEY 'GRIP TITE' 66 ACRYLIC MASONRY PRIMER AND (2) COATS 'WEATHERGUARD' 176 FLAT, 100% ACRYLIC PAINT. ALL DOORS AND WINDOW OPENINGS TO BE FORMED INTEGRAL DRIP AT THE HEAD OF THE OPENING AND POSITIVE SLOPED SILL. PROVIDE SEALANT AND BACKER ROD AT ALL VERTICAL PANELS JOINTS (INTERIOR AND EXTERIOR). SEE ELEVATIONS AND WALL SECTIONS FOR LOCATIONS OF REVEALS, PANEL ARTICULATIONS AND WALL PANEL LAYOUT. REFER TO EXTERIOR MATERIAL SCHEDULE FOR PAINT COLOR SELECTIONS.

FLASHING SYSTEM #1
WITHIN EXTERIOR WALL SYSTEMS PER STONEWOOD DETAILS, PROVIDE 40 MIL THICK RUBBERED ASPHALT FLASHING PER CODE. ADHESIVE BACKED OVER STAINLESS STEEL METAL DRIP PLATE. TURN-UP FLASHING VERTICALLY 8" MINIMUM LAP.

FLASHING SYSTEM #2
AT CANOPY STRUCTURE #1 PROVIDE PRE-FINISHED, 22 GA METAL COUNTER FLASHING WITH METAL REGLET SAWCUT INTO MORTAR OR RETURN AND TERMINATE TO ALUMINUM SYSTEM. INSTALL SEALANT AT METAL FLASHING AND FACE BRICK OR FIBERESIN PANEL JOINT.

GLAZING SYSTEM #1 (STOREFRONT SYSTEM)
VISION GLASS: 1" INSULATED BRONZE LOW-E GLASS. ALUMINUM GLAZING SYSTEM: "TRIFAB 451UT SYSTEM" BY KAWNEER OR EQUAL. THIS IS A CENTER GLAZED STOREFRONT SYSTEM – 2-1/2" WIDE x 4 1/2" DEEP IN DARK BRONZE ANODIZED ALUMINUM FINISH. 1" INSULATED LOW-E, TINTED GLASS UNITS WITH THERMAL BREAK, SILL FLASHING, EXTERIOR METAL CLOSURES AND SHIMS ATTACHED TO STRUCTURAL STEEL FRAMING AND MASONRY FRAMED OPENINGS AS INDICATED. 2" WIDE MULLION COVERS AND BUTT-GLAZED MULLIONS TYPICAL UNLESS NOTED OTHERWISE. ALL DOORS TO BE MEDIUM STILE FRAMES. SEE SHEET A600 FOR SPECIFIC INFORMATION.

GLAZING SYSTEM #2 (UNIT WINDOWS)
DOUBLE HUNG VINYL WINDOW SYSTEM (250 SERIES) BY PELLA. UNIT SHALL BE A FIXED FRAME/VENTED OPERATION WITH WHITE INTERIOR AND BLACK EXTERIOR FINISH. DOUBLE LAYER, ARGON FILLED, LOW-E GLASS TO BE ANNEALED OR TEMPERED DEPENDING ON LOCATION. HARDWARE FINISH TO BE WHITE.

CEILING SYSTEM #1
5/8" TYPE 'X' GYP BD OVER ½" 25 MSG GALVANIZED RESILIENT CHANNELS AT 16" O/C. CEILING ASSEMBLY DESIGN PER UL DESIGN NO. L528 (1-HOUR) FIRE-RATED ASSEMBLY.

STAIR #1 (INTERIOR)
WOOD STRINGERS WITH WOOD TREAD UNDER RUBBER TREAD MATERIAL. FINISHED WOOD BALUSTERS AND INTERMEDIATE MEMBERS PER CODE AND STAIR SECTION DRAWINGS. STAIR HANDRAILS TO MEET EXTENSION REQUIREMENTS.

CANOPY STRUCTURE #1
SKELETON FRAME ATTACHED TO THE BUILDING FAÇADE WITH EMBED PLATES AND CONNECTIONS TO THE STRUCTURAL STEEL FRAME OF THE BUILDING. FRAME UNDERSIDE OF CANOPY WITH METAL STUDS AND STONEWOOD FIBERESIN PANELS. PROVIDE AND INSTALL ADHERED 60 MIL EPDM MEMBRANE OVER TAPERED RIGID POLYISO INSULATION SLOPED TO THE SIDE OF CANOPY WITH SCUPPER OPENINGS.

ROOF SYSTEM #1
60-MIL SINGLE-PLY, FULLY ADHERED EPDM MEMBRANE ON ONE (1) LAYER OF 2-1/2" POLYISO INSULATION AND ONE (1) LAYER OF 2-1/2" POLYISO INSULATION WITH JOINTS STAGGERED AND MINIMUM R-26 (5" TOTAL THICKNESS) OVER FLUTED, PRIMED METAL DECK. PROVIDE TAPERING OF ROOF INSULATION AS REQUIRED FOR FLAT STRUCTURE AREAS TO ROOF DRAINS. METAL DECK OVER STRUCTURAL STEEL BEAMS. WOOD TRUSSES TO PITCH TO ROOF DRAINS. SEE STRUCTURAL DRAWINGS. PROVIDE WAUSAU TILE 'ESTATE' SERIES 24"X24"X2" WITH 3/8" TAB AND TERRA-STUD SHIM SYSTEM FOR ALL PAVER LOCATIONS. REFER TO ROOF PLAN FOR PAVER LOCATIONS.

WALL COPING SYSTEM #1
PREFINISHED 2-PIECE METAL WALL COPING WITH 6" FACE ON 2x WOOD TREATED ROOF BLOCKING, ANCHORED SECURELY TO TOP OF WALL @ 4'-0" O.C. WITH 3/8" DIAMETER ANCHORS. EXTEND ROOF MEMBRANE UP AND OVER WALL AND TERMINATE UNDER COPING SYSTEM. COLOR PREFINISHED DARK BRONZE ANODIZED OR SIMILAR. PROVIDE PARAPET ROOF COPING AT SPECIFIED LOCATIONS OF THE BUILDING PERIMETER.

EXIT MAN DOOR #1
14 GA. GALVANIZED INSULATED LAMINATED CORE HOLLOW METAL DOOR (FLUSH), PRIMED AND PAINTED. COLOR TO MATCH ADJACENT BUILDING COLOR. PROVIDE PAINT SAMPLE COLOR TO ARCHITECT FOR APPROVAL. INSULATED HOLLOW METAL FRAMES WITH THRESHOLD AND DRIP CAP HEAD.

ELEVATOR #1
TYSSENKRUPP EVOLUTION 200 SERIES, TRACTION ELEVATOR UNIT - REFER TO LOWER LEVEL FLOOR PLANS FOR MACHINE ROOM LOCATION.

FLOOR PLAN LEGEND

- EXISTING WALL TO REMAIN
- NEW WALL CONSTRUCTION
- EXISTING DOOR TO REMAIN
- DOOR - NEW CONSTRUCTION
- ### — DOOR NUMBER - REFER TO DOOR SCHEDULE
- # — WALL TYPE - REFER TO SHEET A000
- F## — KEYNOTE - REFER TO KEYNOTE LEGEND
- FE — FIRE EXTINGUISHER (WALL / COLUMN J-HOOK CONNECTION)
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PROJECT INFORMATION:

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27 APRIL 2021

PROJECT NUMBER	PROJECT MANAGER
21011-00	JK

SECOND LEVEL FLOOR PLAN

A102

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34 THIRD LEVEL FLOOR PLAN
1/8" = 1'-0" 6 / A200

BUILDING ASSEMBLIES

FOUNDATION SYSTEM #1
16" FORMED AND POURED-IN-PLACE CONCRETE FOUNDATION WALL WITH TYPICAL CONCRETE FOOTINGS PER STRUCTURAL DRAWINGS WITH POURED-IN-PLACE CONCRETE PIERS. PROVIDE 4" BRICK LEDGE AT ALL PRECAST FLOOR PLANK BEARING CONDITIONS IDENTIFIED ON EXTERIOR WALL. SEE STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. PROVIDE 2" CONTINUOUS RIGID INSULATION VERTICAL ON THE EXTERIOR OF THE FOUNDATION WALL FROM UNDERSIDE OF PRECAST TO TOP OF FOOTING WITH SPRAY MOISTURE RETARDER. (OCCURS AT ALL EXTERIOR WALL CONDITIONS.) LOWER LEVEL CONCRETE WALLS TO RECEIVE APPROVED WATERPROOFING SYSTEM TO EXTERIOR FACE OF WALL.

FLOOR SYSTEM #1 (GROUND LEVEL)
5" CONCRETE SLAB W/ 6x6 W1.4xW1.4 WWF OVER 10-MIL POLYETHYLENE VAPOR BARRIER AND 6" FREELY DRAINING COMPACTED GRANULAR FILL SUB-BASE. PROVIDE PRE-MOLDED JOINT FILL AT COLUMNS AND PERIMETER SLAB JOINT CONDITIONS. (SEE STRUCTURAL DRAWINGS FOR REINFORCING, CONTROL JOINT LOCATIONS AND SPECIFIC INFORMATION). FLOOR SLABS TO SLOPE TO INTERNAL CATCH BASINS LOCATED IN DRIVE LANE.

FLOOR SYSTEM #2
8" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #3
10" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #4
12" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #5
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER WOOD ENGINEERED FLOOR TRUSSES. REFER TO STRUCTURAL DRAWINGS FOR TRUSS SIZING, SPACING AND OTHER SPECIFIC INFORMATION.

FLOOR SYSTEM #6
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER 2X12 FLOOR JOISTS @ 24" O/C IN 2X12 JOIST HANGERS. 5/8" TYPE 'X' GYP BE ATTACHED TO UNDERSIDE OF FLOOR JOISTS. (UL DESIGN #L514 – 1-HOUR FLOOR ASSEMBLY). REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION.

EXTERIOR WALL SYSTEM #1
JAMES HARDIE 'ARTISAN SERIES' REVEAL PANEL WITH RECESS TRIM (SEE ELEVATION SHEETS FOR SPECIFIC COLOR INFORMATION) OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING.

EXTERIOR WALL SYSTEM #2
MODULAR BRICK WITH WALL TIES TIED BACK TO MAIN STRUCTURE @ 2/SF OVER ½" AIR SPACE OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING. (REFER TO ELEVATIONS FOR MATERIAL LOCATIONS.)

EXTERIOR WALL SYSTEM #3 (GROUND LEVEL)
12" NOMINAL FORMED INSULATED PRECAST CONCRETE (4"/5"/3") R-15 MIN., WET CAST SMOOTH FACED LOAD-BEARING ARCHITECTURAL PANELS WITH ½" DEEP FORMED HORIZONTAL REVEALS AND SMOOTH FINISH AS DEPICTED IN EXTERIOR ELEVATIONS. EXTERIOR FACE PANELS TO BE PAINTED WITH HALLMAN LINDSEY 'GRIP TITE' 66 ACRYLIC MASONRY PRIMER AND (2) COATS 'WEATHERGUARD' 176 FLAT, 100% ACRYLIC PAINT. ALL DOORS AND WINDOW OPENINGS TO BE FORMED INTEGRAL DRIP AT THE HEAD OF THE OPENING AND POSITIVE SLOPED SILL. PROVIDE SEALANT AND BACKER ROD AT ALL VERTICAL PANELS JOINTS (INTERIOR AND EXTERIOR). SEE ELEVATIONS AND WALL SECTIONS FOR LOCATIONS OF REVEALS, PANEL ARTICULATIONS AND WALL PANEL LAYOUT. REFER TO EXTERIOR MATERIAL SCHEDULE FOR PAINT COLOR SELECTIONS.

FLASHING SYSTEM #1
WITHIN EXTERIOR WALL SYSTEMS PER STONEWOOD DETAILS, PROVIDE 40 MIL THICK RUBBERED ASPHALT FLASHING PER CODE. ADHESIVE BACKED OVER STAINLESS STEEL METAL DRIP PLATE. TURN-UP FLASHING VERTICALLY 8" MINIMUM LAP.

FLASHING SYSTEM #2
AT CANOPY STRUCTURE #1 PROVIDE PRE-FINISHED, 22 GA METAL COUNTER FLASHING WITH METAL REGLET SAWCUT INTO MORTAR OR RETURN AND TERMINATE TO ALUMINUM SYSTEM. INSTALL SEALANT AT METAL FLASHING AND FACE BRICK OR FIBERESIN PANEL JOINT.

GLAZING SYSTEM #1 (STOREFRONT SYSTEM)
VISION GLASS: 1" INSULATED BRONZE LOW-E GLASS. ALUMINUM GLAZING SYSTEM: "TRIFAB 451UT SYSTEM" BY KAWNEER OR EQUAL. THIS IS A CENTER GLAZED STOREFRONT SYSTEM – 2-1/2" WIDE x 4 1/2" DEEP IN DARK BRONZE ANODIZED ALUMINUM FINISH. 1" INSULATED LOW-E, TINTED GLASS UNITS WITH THERMAL BREAK, SILL FLASHING, EXTERIOR METAL CLOSURES AND SHIMS ATTACHED TO STRUCTURAL STEEL FRAMING AND MASONRY FRAMED OPENINGS AS INDICATED. 2" WIDE MULLION COVERS AND BUTT-GLAZED MULLIONS TYPICAL UNLESS NOTED OTHERWISE. ALL DOORS TO BE MEDIUM STILE FRAMES. SEE SHEET A600 FOR SPECIFIC INFORMATION.

GLAZING SYSTEM #2 (UNIT WINDOWS)
DOUBLE HUNG VINYL WINDOW SYSTEM (250 SERIES) BY PELLA. UNIT SHALL BE A FIXED FRAME/VENTED OPERATION WITH WHITE INTERIOR AND BLACK EXTERIOR FINISH. DOUBLE LAYER, ARGON FILLED, LOW-E GLASS TO BE ANNEALED OR TEMPERED DEPENDING ON LOCATION. HARDWARE FINISH TO BE WHITE.

CEILING SYSTEM #1
5/8" TYPE 'X' GYP BD OVER ½" 25 MSG GALVANIZED RESILIENT CHANNELS AT 16" O/C. CEILING ASSEMBLY DESIGN PER UL DESIGN NO. L528 (1-HOUR) FIRE-RATED ASSEMBLY.

STAIR #1 (INTERIOR)
WOOD STRINGERS WITH WOOD TREAD UNDER RUBBER TREAD MATERIAL. FINISHED WOOD BALUSTERS AND INTERMEDIATE MEMBERS PER CODE AND STAIR SECTION DRAWINGS. STAIR HANDRAILS TO MEET EXTENSION REQUIREMENTS.

CANOPY STRUCTURE #1
SKELETON FRAME ATTACHED TO THE BUILDING FAÇADE WITH EMBED PLATES AND CONNECTIONS TO THE STRUCTURAL STEEL FRAME OF THE BUILDING. FRAME UNDERSIDE OF CANOPY WITH METAL STUDS AND STONEWOOD FIBERESIN PANELS. PROVIDE AND INSTALL ADHERED 60 MIL EPDM MEMBRANE OVER TAPERED RIGID POLYISO INSULATION SLOPED TO THE SIDE OF CANOPY WITH SCUPPER OPENINGS.

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60-MIL SINGLE-PLY, FULLY ADHERED EPDM MEMBRANE ON ONE (1) LAYER OF 2-1/2" POLYISO INSULATION AND ONE (1) LAYER OF 2-1/2" POLYISO INSULATION WITH JOINTS STAGGERED AND MINIMUM R-26 (5" TOTAL THICKNESS) OVER FLUTED, PRIMED METAL DECK. PROVIDE TAPERING OF ROOF INSULATION AS REQUIRED FOR FLAT STRUCTURE AREAS TO ROOF DRAINS. METAL DECK OVER STRUCTURAL STEEL BEAMS. WOOD TRUSSES TO PITCH TO ROOF DRAINS. SEE STRUCTURAL DRAWINGS. PROVIDE WAUSAU TILE 'ESTATE' SERIES 24"X24"X2" WITH 3/8" TAB AND TERRA STUD SHIM SYSTEM FOR ALL PAVER LOCATIONS. REFER TO ROOF PLAN FOR PAVER LOCATIONS.

WALL COPING SYSTEM #1
PREFINISHED 2-PIECE METAL WALL COPING WITH 6" FACE ON 2x WOOD TREATED ROOF BLOCKING, ANCHORED SECURELY TO TOP OF WALL @ 4'-0" O.C. WITH 3/8" DIAMETER ANCHORS. EXTEND ROOF MEMBRANE UP AND OVER WALL AND TERMINATE UNDER COPING SYSTEM. COLOR PREFINISHED DARK BRONZE ANODIZED OR SIMILAR. PROVIDE PARAPET ROOF COPING AT SPECIFIED LOCATIONS OF THE BUILDING PERIMETER.

EXIT MAN DOOR #1
14 GA. GALVANIZED INSULATED LAMINATED CORE HOLLOW METAL DOOR (FLUSH), PRIMED AND PAINTED. COLOR TO MATCH ADJACENT BUILDING COLOR. PROVIDE PAINT SAMPLE COLOR TO ARCHITECT FOR APPROVAL. INSULATED HOLLOW METAL FRAMES WITH THRESHOLD AND DRIP CAP HEAD.

ELEVATOR #1
TYSSENKRUPP EVOLUTION 200 SERIES, TRACTION ELEVATOR UNIT - REFER TO LOWER LEVEL FLOOR PLANS FOR MACHINE ROOM LOCATION.

FLOOR PLAN LEGEND

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- NEW WALL CONSTRUCTION
- EXISTING DOOR TO REMAIN
- DOOR - NEW CONSTRUCTION
- ### — DOOR NUMBER - REFER TO DOOR SCHEDULE
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27 APRIL 2021

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THIRD LEVEL FLOOR PLAN

A103

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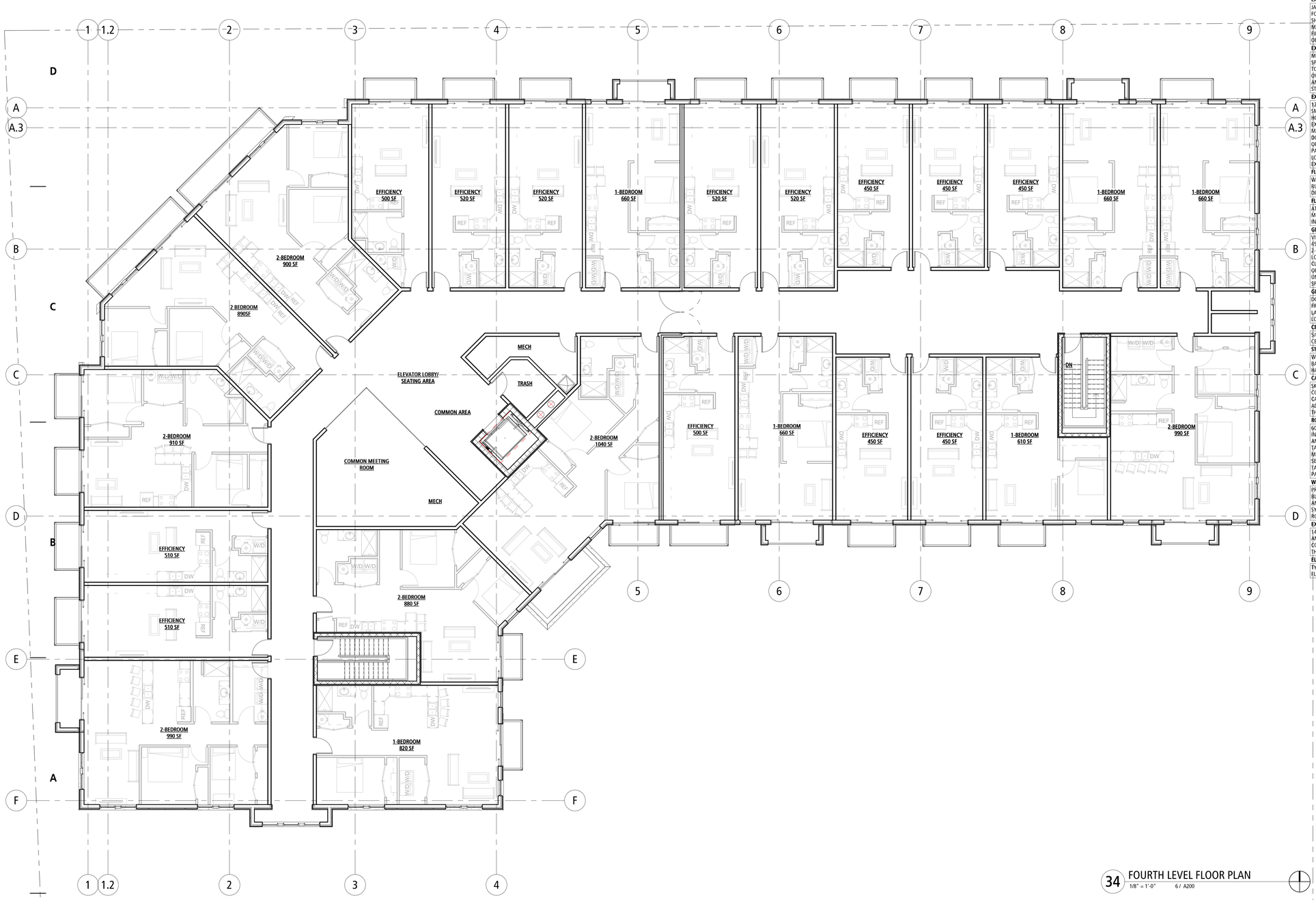

34 FOURTH LEVEL FLOOR PLAN
1/8" = 1'-0" 6 / A200

BUILDING ASSEMBLIES

FOUNDATION SYSTEM #1
16" FORMED AND POURED-IN-PLACE CONCRETE FOUNDATION WALL WITH TYPICAL CONCRETE FOOTINGS PER STRUCTURAL DRAWINGS WITH POURED-IN-PLACE CONCRETE PIERS. PROVIDE 4" BRICK LEDGE AT ALL PRECAST FLOOR PLANK BEARING CONDITIONS IDENTIFIED ON EXTERIOR WALL. SEE STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. PROVIDE 2" CONTINUOUS RIGID INSULATION VERTICAL ON THE EXTERIOR OF THE FOUNDATION WALL FROM UNDERSIDE OF PRECAST TO TOP OF FOOTING WITH SPRAY MOISTURE RETARDER. (OCCURS AT ALL EXTERIOR WALL CONDITIONS.) LOWER LEVEL CONCRETE WALLS TO RECEIVE APPROVED WATERPROOFING SYSTEM TO EXTERIOR FACE OF WALL.

FLOOR SYSTEM #1 (GROUND LEVEL)
5" CONCRETE SLAB W/ 6x6 W1.4xW1.4 WWF OVER 10-MIL POLYETHYLENE VAPOR BARRIER AND 6" FREELY DRAINING COMPACTED GRANULAR FILL SUB-BASE. PROVIDE PRE-MOLDED JOINT FILL AT COLUMNS AND PERIMETER SLAB JOINT CONDITIONS. (SEE STRUCTURAL DRAWINGS FOR REINFORCING, CONTROL JOINT LOCATIONS AND SPECIFIC INFORMATION). FLOOR SLABS TO SLOPE TO INTERNAL CATCH BASINS LOCATED IN DRIVE LANE.

FLOOR SYSTEM #2
8" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #3
10" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #4
12" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #5
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER WOOD ENGINEERED FLOOR TRUSSES. REFER TO STRUCTURAL DRAWINGS FOR TRUSS SIZING, SPACING AND OTHER SPECIFIC INFORMATION.

FLOOR SYSTEM #6
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER 2X12 FLOOR JOISTS @ 24" O/C IN 2X12 JOIST HANGERS. 5/8" TYPE 'X' GYP BE ATTACHED TO UNDERSIDE OF FLOOR JOISTS. (UL DESIGN #L514 – 1-HOUR FLOOR ASSEMBLY). REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION.

EXTERIOR WALL SYSTEM #1
JAMES HARDIE 'ARTISAN SERIES' REVEAL PANEL WITH RECESS TRIM (SEE ELEVATION SHEETS FOR SPECIFIC COLOR INFORMATION) OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING.

EXTERIOR WALL SYSTEM #2
MODULAR BRICK WITH WALL TIES TIED BACK TO MAIN STRUCTURE @ 2/SF OVER ½" AIR SPACE OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING. (REFER TO ELEVATIONS FOR MATERIAL LOCATIONS.)

EXTERIOR WALL SYSTEM #3 (GROUND LEVEL)
12" NOMINAL FORMED INSULATED PRECAST CONCRETE (4"/5"/3") R-15 MIN., WET CAST SMOOTH FACED LOAD-BEARING ARCHITECTURAL PANELS WITH ½" DEEP FORMED HORIZONTAL REVEALS AND SMOOTH FINISH AS DEPICTED IN EXTERIOR ELEVATIONS. EXTERIOR FACE PANELS TO BE PAINTED WITH HALLMAN LINDSEY 'GRIP TITE' 66 ACRYLIC MASONRY PRIMER AND (2) COATS 'WEATHERGUARD' 176 FLAT, 100% ACRYLIC PAINT. ALL DOORS AND WINDOW OPENINGS TO BE FORMED INTEGRAL DRIP AT THE HEAD OF THE OPENING AND POSITIVE SLOPED SILL. PROVIDE SEALANT AND BACKER ROD AT ALL VERTICAL PANELS JOINTS (INTERIOR AND EXTERIOR). SEE ELEVATIONS AND WALL SECTIONS FOR LOCATIONS OF REVEALS, PANEL ARTICULATIONS AND WALL PANEL LAYOUT. REFER TO EXTERIOR MATERIAL SCHEDULE FOR PAINT COLOR SELECTIONS.

FLASHING SYSTEM #1
WITHIN EXTERIOR WALL SYSTEMS PER STONEWOOD DETAILS, PROVIDE 40 MIL THICK RUBBERED ASPHALT FLASHING PER CODE. ADHESIVE BACKED OVER STAINLESS STEEL METAL DRIP PLATE. TURN-UP FLASHING VERTICALLY 8" MINIMUM LAP.

FLASHING SYSTEM #2
AT CANOPY STRUCTURE #1 PROVIDE PRE-FINISHED, 22 GA METAL COUNTER FLASHING WITH METAL REGLET SAWCUT INTO MORTAR OR RETURN AND TERMINATE TO ALUMINUM SYSTEM. INSTALL SEALANT AT METAL FLASHING AND FACE BRICK OR FIBERESIN PANEL JOINT.

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GLAZING SYSTEM #2 (UNIT WINDOWS)
DOUBLE HUNG VINYL WINDOW SYSTEM (250 SERIES) BY PELLA. UNIT SHALL BE A FIXED FRAME/VENTED OPERATION WITH WHITE INTERIOR AND BLACK EXTERIOR FINISH. DOUBLE LAYER, ARGON FILLED, LOW-E GLASS TO BE ANNEALED OR TEMPERED DEPENDING ON LOCATION. HARDWARE FINISH TO BE WHITE.

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5/8" TYPE 'X' GYP BD OVER ½" 25 MSG GALVANIZED RESILIENT CHANNELS AT 16" O/C. CEILING ASSEMBLY DESIGN PER UL DESIGN NO. L528 (1-HOUR) FIRE-RATED ASSEMBLY.

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WOOD STRINGERS WITH WOOD TREAD UNDER RUBBER TREAD MATERIAL. FINISHED WOOD BALUSTERS AND INTERMEDIATE MEMBERS PER CODE AND STAIR SECTION DRAWINGS. STAIR HANDRAILS TO MEET EXTENSION REQUIREMENTS.

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WALL COPING SYSTEM #1
PREFINISHED 2-PIECE METAL WALL COPING WITH 6" FACE ON 2x WOOD TREATED ROOF BLOCKING, ANCHORED SECURELY TO TOP OF WALL @ 4'-0" O.C. WITH 3/8" DIAMETER ANCHORS. EXTEND ROOF MEMBRANE UP AND OVER WALL AND TERMINATE UNDER COPING SYSTEM. COLOR PREFINISHED DARK BRONZE ANODIZED OR SIMILAR. PROVIDE PARAPET ROOF COPING AT SPECIFIED LOCATIONS OF THE BUILDING PERIMETER.

EXIT MAN DOOR #1
14 GA. GALVANIZED INSULATED LAMINATED CORE HOLLOW METAL DOOR (FLUSH), PRIMED AND PAINTED. COLOR TO MATCH ADJACENT BUILDING COLOR. PROVIDE PAINT SAMPLE COLOR TO ARCHITECT FOR APPROVAL. INSULATED HOLLOW METAL FRAMES WITH THRESHOLD AND DRIP CAP HEAD.

ELEVATOR #1
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FLOOR PLAN LEGEND

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FOURTH LEVEL FLOOR PLAN

A104

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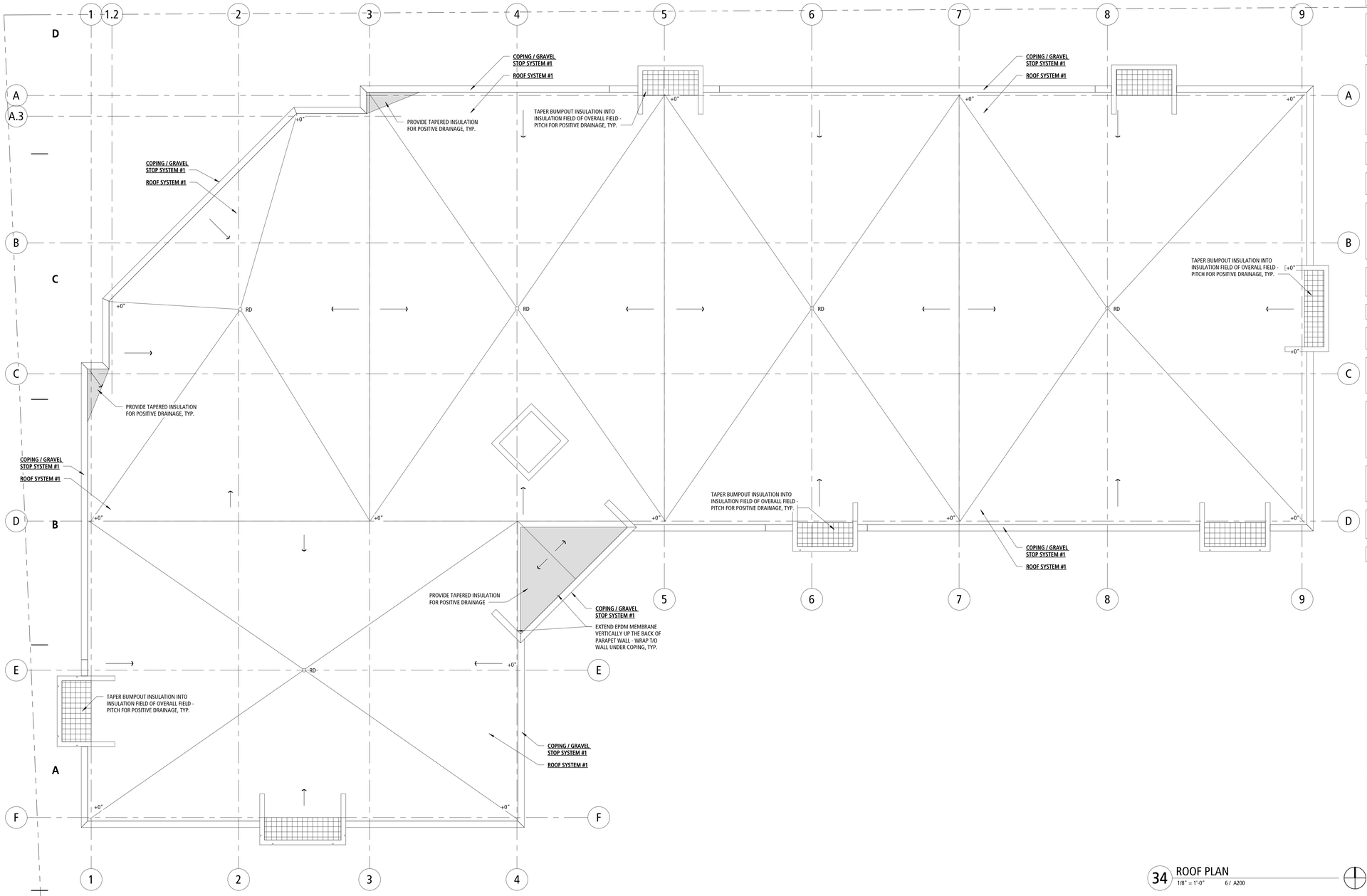

34 ROOF PLAN
1/8" = 1'-0" 6 / A200

BUILDING ASSEMBLIES

FOUNDATION SYSTEM #1
16" FORMED AND POURED-IN-PLACE CONCRETE FOUNDATION WALL WITH TYPICAL CONCRETE FOOTINGS PER STRUCTURAL DRAWINGS WITH POURED-IN-PLACE CONCRETE PIERS. PROVIDE 4" BRICK LEDGE AT ALL PRECAST FLOOR PLANK BEARING CONDITIONS IDENTIFIED ON EXTERIOR WALL. SEE STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. PROVIDE 2" CONTINUOUS RIGID INSULATION VERTICAL ON THE EXTERIOR OF THE FOUNDATION WALL FROM UNDERSIDE OF PRECAST TO TOP OF FOOTING WITH SPRAY MOISTURE RETARDER. (OCCURS AT ALL EXTERIOR WALL CONDITIONS.) LOWER LEVEL CONCRETE WALLS TO RECEIVE APPROVED WATERPROOFING SYSTEM TO EXTERIOR FACE OF WALL.

FLOOR SYSTEM #1 (GROUND LEVEL)
5" CONCRETE SLAB W/ 6x6 W1.4xW1.4 WWF OVER 10-MIL POLYETHYLENE VAPOR BARRIER AND 6" FREELY DRAINING COMPACTED GRANULAR FILL SUB-BASE. PROVIDE PRE-MOLDED JOINT FILL AT COLUMNS AND PERIMETER SLAB JOINT CONDITIONS. (SEE STRUCTURAL DRAWINGS FOR REINFORCING, CONTROL JOINT LOCATIONS AND SPECIFIC INFORMATION). FLOOR SLABS TO SLOPE TO INTERNAL CATCH BASINS LOCATED IN DRIVE LANE.

FLOOR SYSTEM #2
8" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #3
10" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #4
12" PRECAST HOLLOW CORE PLANK WITH 4" CONCRETE TOPPING BEARING ON PRECAST BEAM STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION. FLOOR DESIGN TO UL Des K906 (2-HOUR FLOOR ASSEMBLY SYSTEM).

FLOOR SYSTEM #5
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER WOOD ENGINEERED FLOOR TRUSSES. REFER TO STRUCTURAL DRAWINGS FOR TRUSS SIZING, SPACING AND OTHER SPECIFIC INFORMATION.

FLOOR SYSTEM #6
¼" GYPSUM TOPPING (LEVELROCK) OVER ¾" TONGUE & GROOVE APA SUBFLOOR SHEATHING OVER 2X12 FLOOR JOISTS @ 24" O/C IN 2X12 JOIST HANGERS. 5/8" TYPE 'X' GYP BE ATTACHED TO UNDERSIDE OF FLOOR JOISTS. (UL DESIGN #L514 – 1-HOUR FLOOR ASSEMBLY). REFER TO STRUCTURAL DRAWINGS FOR SPECIFIC INFORMATION.

EXTERIOR WALL SYSTEM #1
JAMES HARDIE 'ARTISAN SERIES' REVEAL PANEL WITH RECESS TRIM (SEE ELEVATION SHEETS FOR SPECIFIC COLOR INFORMATION) OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING.

EXTERIOR WALL SYSTEM #2
MODULAR BRICK WITH WALL TIES TIED BACK TO MAIN STRUCTURE @ 2/SF OVER ½" AIR SPACE OVER 5/8" THICK ZIP WALL WEATHER BARRIER SHEATHING SYSTEM PANEL WITH TONGUE & GROOVE EDGE - TAPE PANEL JOINTS PER MANUFACTURER'S SPECIFICATIONS – OVER 2x6 WOOD STUDS. PROVIDE 5-1/2" R-19 FIBERGLASS INSULATION WITHIN STUD CAVITY AND 5/8" GYP BD APPLIED TO INTERIOR FACE OF STUD. SEE STRUCTURAL DRAWINGS FOR STUD GRADE AND SPACING. (REFER TO ELEVATIONS FOR MATERIAL LOCATIONS.)

EXTERIOR WALL SYSTEM #3 (GROUND LEVEL)
12" NOMINAL FORMED INSULATED PRECAST CONCRETE (4"/5"/3") R-15 MIN., WET CAST SMOOTH FACED LOAD-BEARING ARCHITECTURAL PANELS WITH ½" DEEP FORMED HORIZONTAL REVEALS AND SMOOTH FINISH AS DEPICTED IN EXTERIOR ELEVATIONS. EXTERIOR FACE PANELS TO BE PAINTED WITH HALLMAN LINDSEY 'GRIP TITE' 66 ACRYLIC MASONRY PRIMER AND (2) COATS 'WEATHERGUARD' 176 FLAT, 100% ACRYLIC PAINT. ALL DOORS AND WINDOW OPENINGS TO BE FORMED INTEGRAL DRIP AT THE HEAD OF THE OPENING AND POSITIVE SLOPED SILL. PROVIDE SEALANT AND BACKER ROD AT ALL VERTICAL PANELS JOINTS (INTERIOR AND EXTERIOR). SEE ELEVATIONS AND WALL SECTIONS FOR LOCATIONS OF REVEALS, PANEL ARTICULATIONS AND WALL PANEL LAYOUT. REFER TO EXTERIOR MATERIAL SCHEDULE FOR PAINT COLOR SELECTIONS.

FLASHING SYSTEM #1
WITHIN EXTERIOR WALL SYSTEMS PER STONEWOOD DETAILS, PROVIDE 40 MIL THICK RUBBERED ASPHALT FLASHING PER CODE. ADHESIVE BACKED OVER STAINLESS STEEL METAL DRIP PLATE. TURN-UP FLASHING VERTICALLY 8" MINIMUM LAP.

FLASHING SYSTEM #2
AT CANOPY STRUCTURE #1 PROVIDE PRE-FINISHED, 22 GA METAL COUNTER FLASHING WITH METAL REGLET SAWCUT INTO MORTAR OR RETURN AND TERMINATE TO ALUMINUM SYSTEM. INSTALL SEALANT AT METAL FLASHING AND FACE BRICK OR FIBERESIN PANEL JOINT.

GLAZING SYSTEM #1 (STOREFRONT SYSTEM)
VISION GLASS: 1" INSULATED BRONZE LOW-E GLASS. ALUMINUM GLAZING SYSTEM: "TRIFAB 451UT SYSTEM" BY KAWNEER OR EQUAL. THIS IS A CENTER GLAZED STOREFRONT SYSTEM – 2-1/2" WIDE x 4 1/2" DEEP IN DARK BRONZE ANODIZED ALUMINUM FINISH. 1" INSULATED LOW-E, TINTED GLASS UNITS WITH THERMAL BREAK, SILL FLASHING, EXTERIOR METAL CLOSURES AND SHIMS ATTACHED TO STRUCTURAL STEEL FRAMING AND MASONRY FRAMED OPENINGS AS INDICATED. 2" WIDE MULLION COVERS AND BUTT-GLAZED MULLIONS TYPICAL UNLESS NOTED OTHERWISE. ALL DOORS TO BE MEDIUM STILE FRAMES. SEE SHEET A600 FOR SPECIFIC INFORMATION.

GLAZING SYSTEM #2 (UNIT WINDOWS)
DOUBLE HUNG VINYL WINDOW SYSTEM (250 SERIES) BY PELLA. UNIT SHALL BE A FIXED FRAME/VENTED OPERATION WITH WHITE INTERIOR AND BLACK EXTERIOR FINISH. DOUBLE LAYER, ARGON FILLED, LOW-E GLASS TO BE ANNEALED OR TEMPERED DEPENDING ON LOCATION. HARDWARE FINISH TO BE WHITE.

CEILING SYSTEM #1
5/8" TYPE 'X' GYP BD OVER ½" 25 MSG GALVANIZED RESILIENT CHANNELS AT 16" O/C. CEILING ASSEMBLY DESIGN PER UL DESIGN NO. L528 (1-HOUR) FIRE-RATED ASSEMBLY.

STAIR #1 (INTERIOR)
WOOD STRINGERS WITH WOOD TREAD UNDER RUBBER TREAD MATERIAL. FINISHED WOOD BALUSTERS AND INTERMEDIATE MEMBERS PER CODE AND STAIR SECTION DRAWINGS. STAIR HANDRAILS TO MEET EXTENSION REQUIREMENTS.

CANOPY STRUCTURE #1
SKELETON FRAME ATTACHED TO THE BUILDING FAÇADE WITH EMBED PLATES AND CONNECTIONS TO THE STRUCTURAL STEEL FRAME OF THE BUILDING. FRAME UNDERSIDE OF CANOPY WITH METAL STUDS AND STONEWOOD FIBERESIN PANELS. PROVIDE AND INSTALL ADHERED 60 MIL EPDM MEMBRANE OVER TAPERED RIGID POLYISO INSULATION SLOPED TO THE SIDE OF CANOPY WITH SCUPPER OPENINGS.

ROOF SYSTEM #1
60-MIL SINGLE-PLY, FULLY ADHERED EPDM MEMBRANE ON ONE (1) LAYER OF 2-1/2" POLYISO INSULATION AND ONE (1) LAYER OF 2-1/2" POLYISO INSULATION WITH JOINTS STAGGERED AND MINIMUM R-26 (5" TOTAL THICKNESS) OVER FLUTED, PRIMED METAL DECK. PROVIDE TAPERING OF ROOF INSULATION AS REQUIRED FOR FLAT STRUCTURE AREAS TO ROOF DRAINS. METAL DECK OVER STRUCTURAL STEEL BEAMS. WOOD TRUSSES TO PITCH TO ROOF DRAINS. SEE STRUCTURAL DRAWINGS. PROVIDE WAUSAU TILE 'ESTATE' SERIES 24"X24"X2" WITH 3/8" TAB AND TERRA-STUD SHIM SYSTEM FOR ALL PAVER LOCATIONS. REFER TO ROOF PLAN FOR PAVER LOCATIONS.

WALL COPING SYSTEM #1
PREFINISHED 2-PIECE METAL WALL COPING WITH 6" FACE ON 2x WOOD TREATED ROOF BLOCKING, ANCHORED SECURELY TO TOP OF WALL @ 4'-0" O.C. WITH 3/8" DIAMETER ANCHORS. EXTEND ROOF MEMBRANE UP AND OVER WALL AND TERMINATE UNDER COPING SYSTEM. COLOR PREFINISHED DARK BRONZE ANODIZED OR SIMILAR. PROVIDE PARAPET ROOF COPING AT SPECIFIED LOCATIONS OF THE BUILDING PERIMETER.

EXIT MAN DOOR #1
14 GA. GALVANIZED INSULATED LAMINATED CORE HOLLOW METAL DOOR (FLUSH), PRIMED AND PAINTED. COLOR TO MATCH ADJACENT BUILDING COLOR. PROVIDE PAINT SAMPLE COLOR TO ARCHITECT FOR APPROVAL. INSULATED HOLLOW METAL FRAMES WITH THRESHOLD AND DRIP CAP HEAD.

ELEVATOR #1
TYSSENKRUPP EVOLUTION 200 SERIES, TRACTION ELEVATOR UNIT - REFER TO LOWER LEVEL FLOOR PLANS FOR MACHINE ROOM LOCATION.

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209 DIVISION STREET
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21011-00	JK

ROOF PLAN

A109

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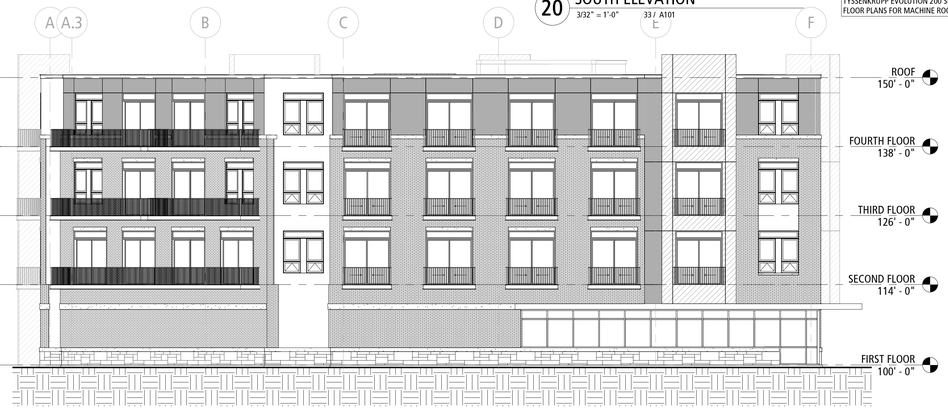
6 NORTH ELEVATION
3/32" = 1'-0"

20 SOUTH ELEVATION
3/32" = 1'-0" 33 / A101

31 EAST ELEVATION
3/32" = 1'-0" 33 / A101



34 WEST ELEVATION
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ELEVATOR #1
TYSSENKRUPP EVOLUTION 200 SERIES, TRACTION ELEVATOR UNIT - REFER TO LOWER LEVEL FLOOR PLANS FOR MACHINE ROOM LOCATION.

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office 262 513 9800 | fax 262 513 9815

PROJECT INFORMATION:

DIVISION STREET MIXED USE BUILDING

209 DIVISION STREET
STEVENS POINT, WI
54481

DRAWING ISSUANCE:

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REVISIONS

#	DATE	DESCRIPTION

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27 APRIL 2021

PROJECT NUMBER	PROJECT MANAGER
21011-00	JK

BUILDING ELEVATIONS

A200

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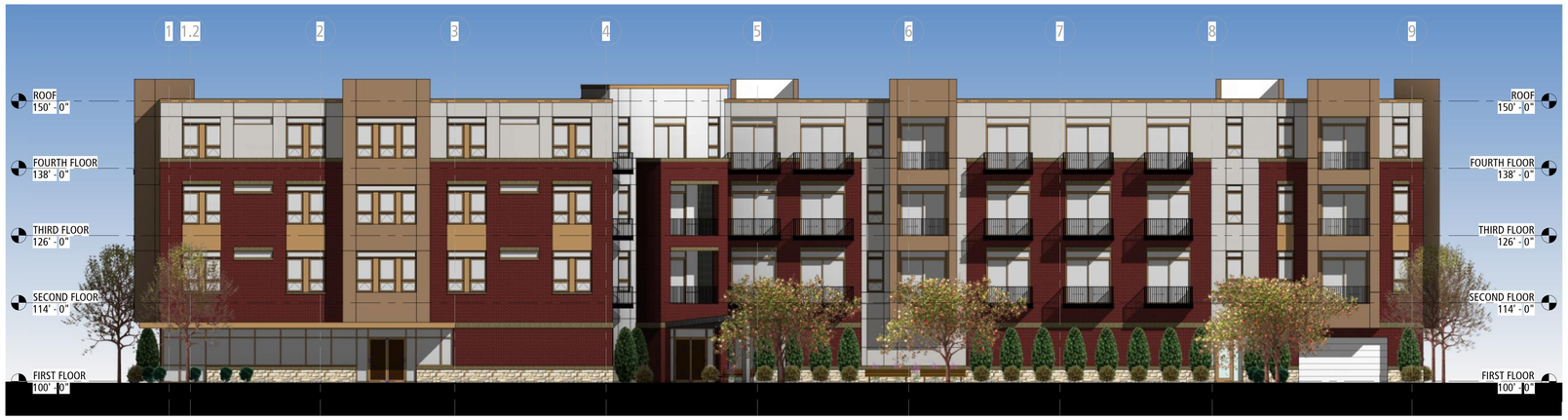
5 NORTH ELEVATION
3/32" = 1'-0" 33 / A5100



12 SOUTH ELEVATION
3/32" = 1'-0" 33 / A101

31 WEST ELEVATION
3/32" = 1'-0" 33 / A5100

34 EAST ELEVATION
3/32" = 1'-0" 33 / A101

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COLOR ELEVATIONS

A210

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10 PERSPECTIVE 3
12" = 1'-0"

14 PERSPECTIVE 2
12" = 1'-0"

35 PERSPECTIVE 1
12" = 1'-0"

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21011-00	JK

BUILDING RENDERS

A240

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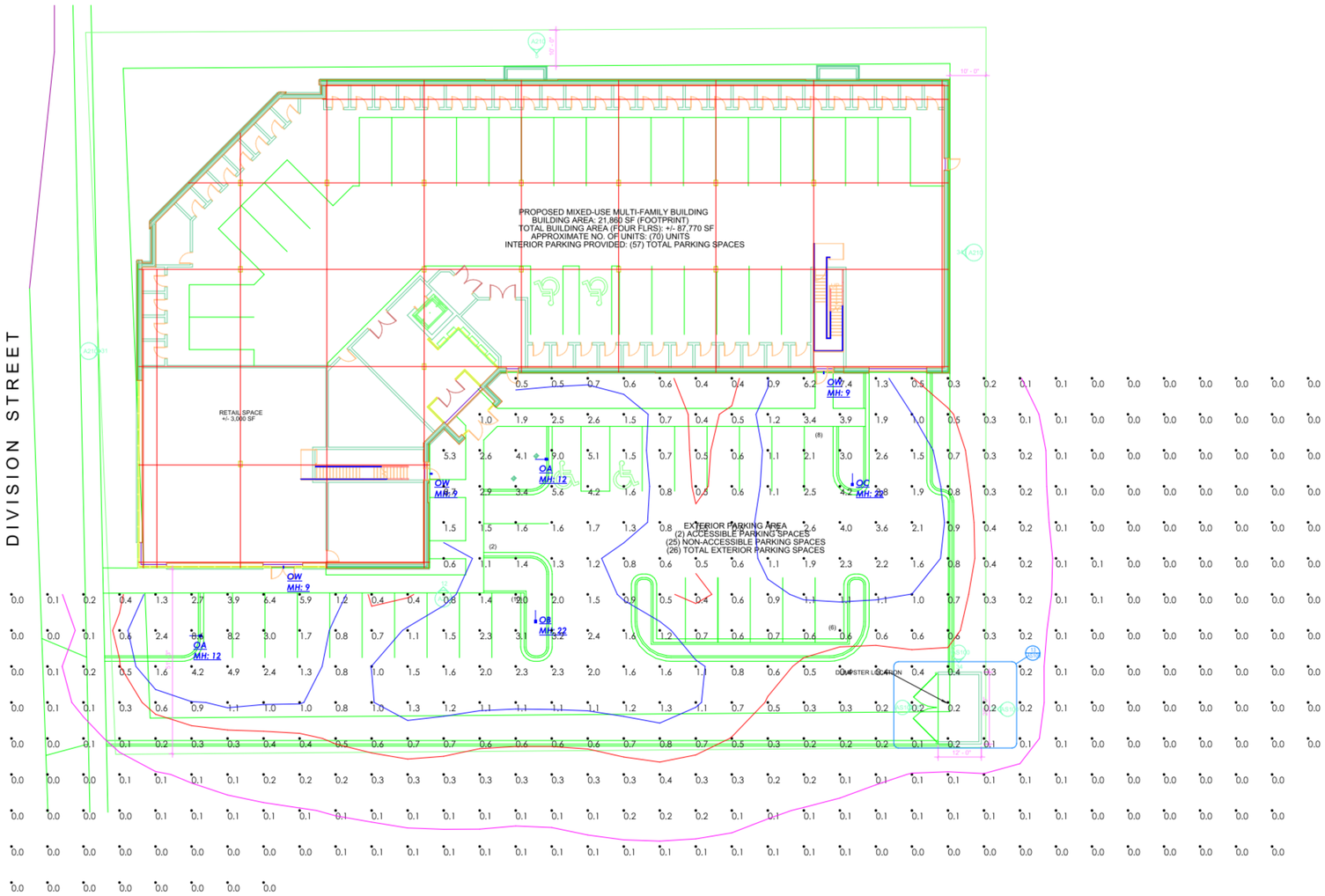

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
CalcPts_1	Illuminance	Fc	0.76	9.0	0.0	N.A.	N.A.

Luminaire Schedule							
Symbol	Qty	Label	Description	Arrangement	Lum. Lumens	Lum. Watts	LLF
	2	OA	LSO-M_T4_5L_4K_AM	SINGLE	6940	52	0.900
	1	OB	LSO-M_T3_10L_4K_AM	SINGLE	9508	67	0.900
	1	OC	LSO-M_T4_10L_4K_AM	SINGLE	9320	67	1.000
	3	OW	AXCS2A	SINGLE	2561	20.7	0.900

1. Standard Reflectance of 80/50/20 unless noted otherwise
2. Not a Construction Document, for Design purposes only
3. Standard indoor calc points @ 30" A.F.F. unless noted otherwise
4. Standard outdoor calc points @ Grade unless noted otherwise
5. Mlazgar Associates assumes no responsibility for installed light levels due to field conditions, etc.

MLAZGAR ASSOCIATES
720 LARRY COURT
WAUKESHA, WI 53186
(p) 414-943-1915
(f) 952-943-8088
www.mlazgar.com

#	Date	Comments

Revisions

RLMA Project #:109437
Drawn By:MB
Date:4/26/2021
Scale:1"=15'-0"

PHOTOMETRIC SITE PLAN

DIVISOIN STREET MIXED USE
STEVENS POINT, WI

Page M of 1

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SITE LIGHTING PLAN

SL1.0

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Project		Catalog #		Type	
Prepared by		Notes		Date	

Lumark

Axcent

Wall Mount Luminaire

Typical Applications

Wall • Surface • Inverted • Floodlighting • Pathway

Interactive Menu

- Ordering Information page 2
- Mounting Details page 3
- Product Specifications page 4
- Energy and Performance Data page 4
- Control Options page 5

Product Certifications

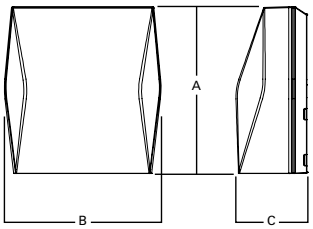
Product Features

Quick Facts

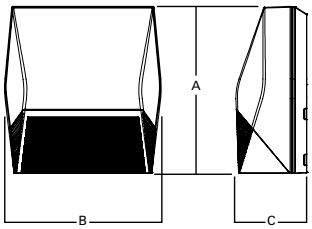
- Available in 14W - 123W (1,800 - 17,000 lumens) models
- Full cutoff and refractive lens models available
- Energy and maintenance savings up to 95% compared to HID
- Energy efficient illumination results in up to 144 LPW
- Replaces 70W up to 450W HID equivalents

Dimensional Details

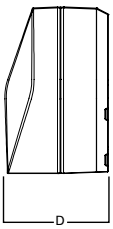
Full Cutoff



Refractive Lens



Deep Back Housing



Dimensional Data

	AXCS Small	AXCL Large
A	8" [202mm]	11-1/2" [292mm]
B	7-1/2" [190mm]	10-3/4" [273mm]
C	3-5/8" [94mm]	4-7/8" [124mm]
D	6-1/8" [155mm]	7-1/8" [181mm]

Ordering Information

SAMPLE NUMBER: **AXCS1A-AP-347V**

Model Series [1]	LED Color Temperature	Color	Options (Add as Suffix)
Full Cutoff **AXCS1A**=14W **AXCS2A**=21W **AXCS3A**=27W **AXCS4A**=44W **AXCS5A**=52W **AXCL6A**=56W **AXCL8A**=72W **AXCL10A**=102W **AXCL12A**=123W **Refractive Lens** **AXCS1ARL**=14W **AXCS2ARL**=21W **AXCS3ARL**=27W **AXCS4ARL**=44W **AXCS5ARL**=52W **AXCL6ARL**=56W **AXCL8ARL**=72W **AXCL10ARL**=102W **AXCL12ARL**=123W	**[Blank]**=4000K, Neutral **C**=5000K, Cool **W**=3000K, Warm	**[Blank]**=Carbon Bronze (Standard) **WT**=Summit White **BK**=Black **AP**=Grey **GM**=Graphite Metallic **DP**=Dark Platinum	**347V**=347V [2] **480V**=480V [2] **PC1**=Photocontrol 120V [3, 4, 5] **PC2**=Photocontrol 208-277V, 347V, 480V [4, 5, 6] **PC**=Photocontrol 120-277V, 347V, 480V [4, 7, 8] **KKIT**=Knuckle Floodlight Mount [7] **TRNKIT**=Trunnion Floodlight Mount **SFKIT**=Slipfitter Floodlight Mount **PMAKIT**=Pole Mount Arm **ZW**=WaveLinx-enabled 4-PIN Twistlock Receptacle [4, 9] **ZW-SWPD4XX**=WaveLinx Wireless Sensor, 7' – 15' Mounting Height [4, 9, 10, 11] **ZW-SWPD5XX**=WaveLinx Wireless Sensor, 15' – 40' Mounting Height [4, 9, 10, 11] **LWR-LW**=Enlighted Wireless Sensor, Wide Lens for 8' - 16' Mounting Height [4, 9, 12] **LWR-LN**=Enlighted Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height [4, 9, 12] **MSP/DIM-L12**=Integrated Sensor for Dimming Operation, 8' - 12' Mounting Height [4, 9, 13] **MSP/DIM-L30**=Integrated Sensor for Dimming Operation, 12' - 30' Mounting Height [4, 9, 13] **MSP-L12**=Integrated Sensor for ON/OFF Operation, 8' - 12' Mounting Height [4, 9, 13] **MSP-L30**=Integrated Sensor for ON/OFF Operation, 12' - 30' Mounting Height [4, 9, 13] **CBP**=Cold Weather Battery Pack [3, 14, 15, 16, 17, 18] **CBP-CEC**=Cold Weather Battery Pack, CEC compliant [3, 14, 15, 16, 17, 18] **10K**=10kV/10kA Surge Protection **HA**=50°C High Ambient [15, 19] **GRF**=Glare Reducing Lens [20] **AHD145**=After Hours Dim, 5 Hours [5, 21] **AHD245**=After Hours Dim, 6 Hours [5, 21] **AHD255**=After Hours Dim, 7 Hours [5, 21] **AHD355**=After Hours Dim, 8 Hours [5, 21]

Accessories (Order Separately) [22]

VS/AXCS-XX=Vandal Shield Axcent Small [7, 23]
VS/AXCS-MS=Vandal Shield Axcent Small (With Motion Sensor) [7, 23]
WG/AXCS=Wire Guard Axcent Small [7]
WG/AXCS-MS=Wire Guard Axcent Small (With Motion Sensor) [7]
VS/AXCL-XX=Vandal Shield Axcent Large [5, 23]
VS/AXCL-MS=Vandal Shield Axcent (With Motion Sensor) [5, 23]
WG/AXCL=Wire Guard Axcent Large [5]
WG/AXCL-MS=Wire Guard Axcent (With Motion Sensor) [5]
BB/AXC=Axcent Lumen Select Back Box [24]
BB/AXC-PC=Axcent Lumen Select Back Box with PC [24]
BB/AXC-WT=Axcent Lumen Select Back Box, White [24]
BB/AXC-WT-PC=Axcent Lumen Select Back Box with PC, White [24]
KKIT/AXCS-XX=Knuckle and Visor Floodlight Kit (For Axcent Small) [7]
SFKIT/AXCS-XX=Slipfitter Floodlight Kit (For Axcent Small) [7]
TRNKIT/AXCS-XX=Trunnion and Visor Floodlight Kit (For Axcent Small) [7]
TRNKIT-XX=Trunnion Floodlight Kit (For Axcent Large) [5]
SFKIT-XX=Slipfitter Floodlight Kit (For Axcent Large) [5]
PMAKIT-XX=Pole Mount Kit
ISHH-01=Integrated Sensor Programming Remote [25]
MA1010-XX=Single Tenon Adapter for 3-1/2" O.D. Tenon
MA1011-XX=2@180° Tenon Adapter for 3-1/2" O.D. Tenon
MA1017-XX=Single Tenon Adapter for 2-3/8" O.D. Tenon
MA1018-XX=2@180° Tenon Adapter for 2-3/8" O.D. Tenon
SWPD4-XX=WaveLinx Wireless Sensor, 7' – 15' Mounting Height [10, 11, 26]
SWPD5-XX=WaveLinx Wireless Sensor, 15' – 40' Mounting Height [10, 11, 26]

NOTES:

1. DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details.
2. Transformer used only when ordered with motion sensor or AXCS1 through AXCS5 or AXCL6 fixture wattages.
3. Not available in 347 or 480 VAC.
4. Button photocontrol and any motion sensor (MSP, ZW, or LWR) not offered together.
5. Only available on AXCL6-AXCL12 models.
6. Used with 277, 347, and 480 VAC options.
7. Only available on AXCS1-AXCS5 models.
8. This configuration may contain materials that are not RoHS compliant. Contact your lighting representative for more information.
9. Uses deep back housing.
10. Sensor passive infrared (PIR) may be overly sensitive when operating below -20°C (-4°F). For the device to be field-configurable, requires WAC Gateway components WAC-PoE and WPOE-120 in appropriate quantities. Only compatible with WaveLinx system and software and requires system components to be installed for operation. See website for more Wavelinx application information.
11. Replace XX with sensor color (WH, BZ, or BK).
12. Enlighted wireless sensors are factory installed and require network components LWP-EM-1, LWP-GW-1, and LWP-PoE8 in appropriate quantities. See website for application information.
13. The ISHH-01 accessory is required to adjust parameters.
14. Ambient operating temperature -20°C to 25°C for AXCL6 through AXCL10. Ambient operating temperature -20°C to 30°C on AXCS4 models. Ambient operating temperature -20°C to 40°C on AXCS1 through AXCS3 models.
15. Not available with AXCS5 or AXCL12 models.
16. Uses deep back housing for AXCS1, AXCLS2, AXCS3, and AXCS4 models.
17. Not to be mounted in upwards / inverted orientation. Downlight wall mount only for AXCS1 through AXCS4.
18. In AXCS1, AXCS2, AXCS3, and AXCS4 models, CBP cannot be used with any sensor option (PC, MSP, ZW, or LWR).
19. Can not be ordered with CBP or PC options.
20. Use dedicated IES files on product website for lumen values and distributions.
21. Requires the use of PC1 or PC2 button photocontrol. See After Hours Dim supplemental guide for additional information.
22. Replace XX with color designation.
23. For use with full cutoff lens configurations only.
24. Lumen Select functionality not available in conjunction with any motion sensor option (MSP, ZW, or LWR). Photocontrol back box not available with any photocontrol or motion sensor options (PC, MSP, ZW, or LWR).
25. This tool enables adjustment to parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult you lighting representative for more information.
26. Requires 4-PIN twistlock receptacle (ZW) option.

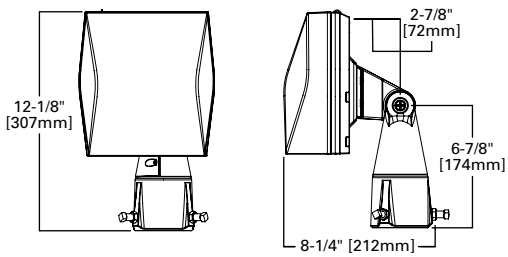
Stock Ordering Information

Model Series [1]			
Full Cutoff		Refractive Lens	
AXCS1A=14W	**AXCL10A**=102W	**AXCS1ARL**=14W	**AXCL10ARL**=102W
AXCS2A=21W	**AXCL12A**=123W	**AXCS2ARL**=21W	**AXCL12ARL**=123W
AXCS3A=27W	**AXCL6A-347V**=56W	**AXCS3ARL**=27W	**AXCL6ARL-347V**=56W
AXCS4A=44W	**AXCL8A-347V**=72W	**AXCS4ARL**=44W	**AXCL8ARL-347V**=72W
AXCS5A=52W	**AXCL10A-347V**=102W	**AXCS5ARL**=52W	**AXCL10ARL-347V**=102W
AXCL6A=56W	**AXCL12A-347V**=123W	**AXCL6ARL**=56W	**AXCL12ARL-347V**=123W
AXCL8A=72W		**AXCL8ARL**=72W	

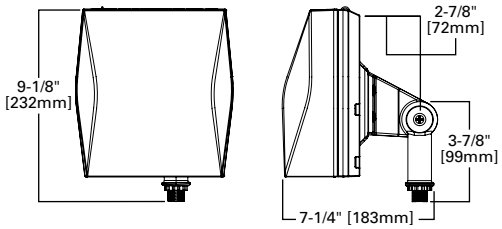
Note: All stock configurations are 4000K color temperatures, standard Carbon Bronze finish, and wall mount configuration.

Mounting Details

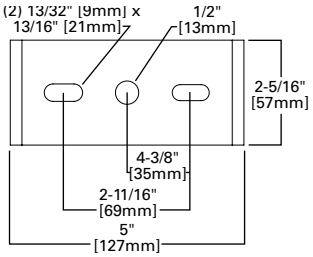
Slipfitter Mount (Small)
Tenon OD: 2-3/8" | **EPA:** 0.60



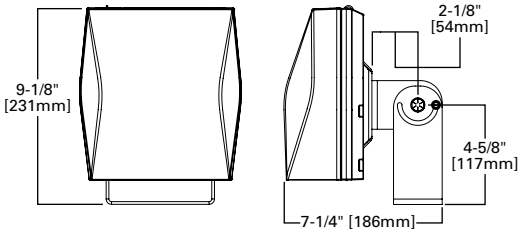
Knuckle Mount (Small)



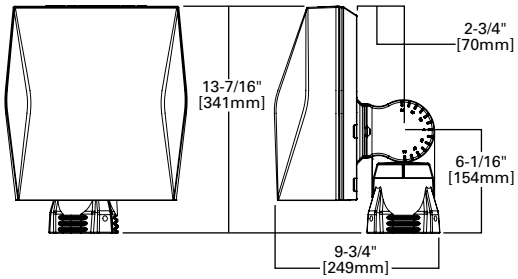
Trunnion Mount Detail



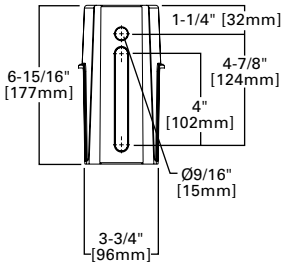
Trunnion Mount (Small)



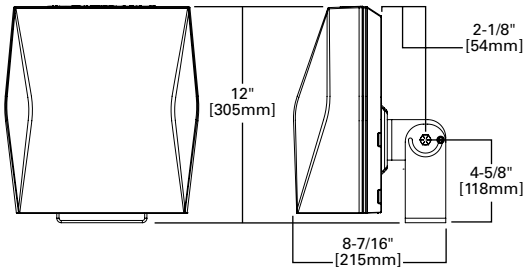
Slipfitter Mount (Large)
Tenon OD: 2-3/8" to 2-7/8" | **EPA:** 1.10



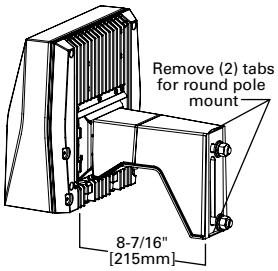
Pole Mount Arm Drill Pattern



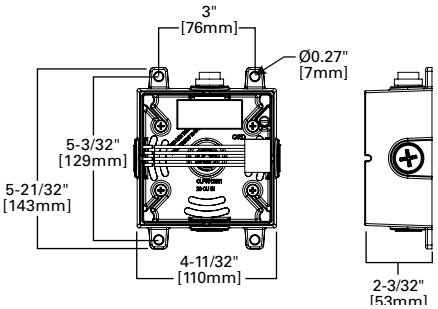
Trunnion Mount (Large)



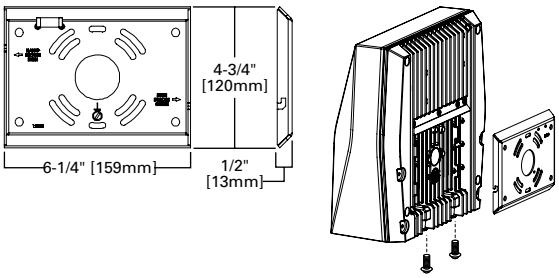
Pole Mount Arm (Large)
EPA: 1.10



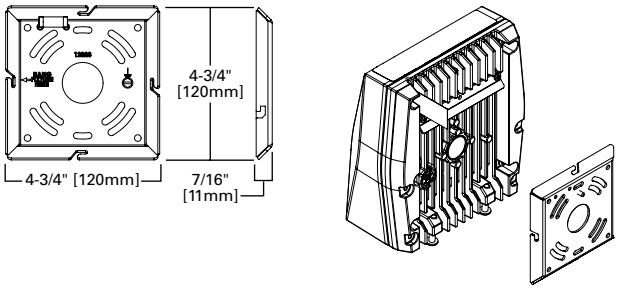
Lumen Select Back Box



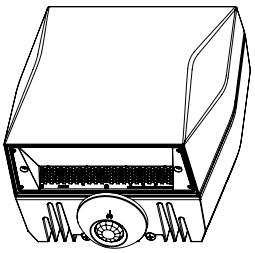
Wall Mount Plate Detail (Large)



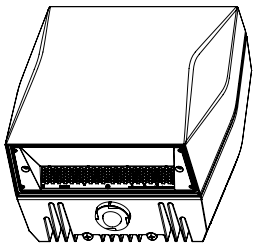
Wall Mount Plate Detail (Small)



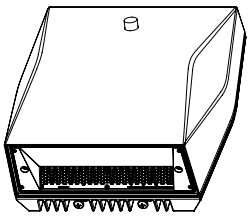
Enlighted Sensor



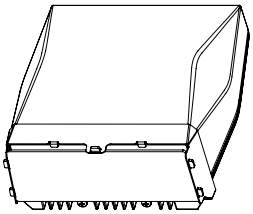
Occupancy Sensor



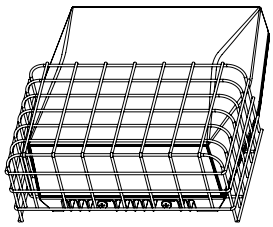
Button Photocontrol



Vandal Shield



Wire Guard



Product Specifications

Construction
- Die-cast aluminum housing
- External back fin design extracts heat from the surface to thermally optimize design for longer luminaire life

Optics
- Dark Sky Approved (Fixed mount, Full cutoff, and 3000K CCT only)
- Silicone-sealed optical LED chamber
- Acrylic refractive or full cutoff lens options for Type IV distributions

Electrical
- Driver incorporates 6kV surge protection
- -40°C minimum operating temperature
- 40°C maximum operating temperature
- <20% total harmonic distortion
- 0-10V dimming driver is standard with leads external to the fixture

Mounting
- Steel wedge mounting plate fits directly to 4" standard j-box or directly to wall with the "Hook-N-Lock" mechanism
- Stainless steel set screws
- Lumen Select Back Box accessory offers four 1/2" NPT conduit entry wire ways. Resistor Pack combinations allow field-dimming of 75% or 50% when connected to luminaire dimming leads
- Not suitable for indoor use when installed in inverted/uplight orientation

Emergency Egress
- Optional integral cold weather battery emergency egress includes emergency operation test switch, an AC-ON indicator light and a premium, maintenance-free battery pack
- The separate emergency lighting LEDs are wired to provide redundant emergency lighting. Listed to UL Standard 924, Emergency Lighting

Finish
- Five-stage super TGIC polyester powder coat paint, 2.5 mil nominal thickness

Shipping Data
- Small fixture=5 lbs. [2.36 kgs.]
- Small with sensor or CBP=10 lbs. [4.40 kgs.]
- Large fixture=12 lbs. [5.45 kgs.]
- Large with sensor or CBP=17 lbs. [7.73 kgs.]
- Large with sensor & CBP=21 lbs. [9.54 kgs.]

Energy and Performance Data

Power and Lumens (Axcent Small)

Light Engine		AXCS1A	AXCS2A	AXCS3A	AXCS4A	AXCS5A
Power (Watts)		14	21	27	44	52
Input Current @ 120V (A)		0.12	0.18	0.23	0.37	0.43
Input Current @ 240V (A)		0.06	0.09	0.11	0.18	0.22
Input Current @ 277V (A)		0.05	0.08	0.10	0.16	0.19
Input Current @ 347V (A)		0.04	0.06	0.08	0.13	0.15
Input Current @ 480V (A)		0.03	0.04	0.06	0.09	0.11
Configuration						
Full Cutoff	4000K/5000K Lumens	1,806	2,561	3,537	5,520	6,300
	3000K Lumens	1,526	2,164	2,989	4,665	5,324
	BUG Rating	B1-U0-G0	B1-U0-G0	B1-U0-G0	B2-U0-G1	B2-U0-G1
Refractive Lens	4000K/5000K Lumens	1,915	2,716	3,704	5,858	6,699
	3000K Lumens	1,618	2,295	3,130	4,950	5,661
	BUG Rating	B1-U3-G2	B1-U3-G2	B1-U3-G2	B1-U4-G3	B1-U4-G3

Power and Lumens (Axcent Large)

Light Engine		AXCL6A	AXCL8A	AXCL10A	AXCL12A
Power (Watts)		56	72	102	123
Input Current @ 120V (A)		0.44	0.60	0.83	1.01
Input Current @ 240V (A)		0.22	0.31	0.41	0.51
Input Current @ 277V (A)		0.20	0.27	0.36	0.45
Input Current @ 347V (A)		0.17	0.22	0.30	0.37
Input Current @ 480V (A)		0.13	0.16	0.22	0.27
Configuration					
Full Cutoff	4000K Lumens	7,594	9,696	13,283	16,823
	5000K Rating	7,465	9,531	13,058	16,538
	3000K Lumens	6,619	8,450	11,577	14,662
	BUG Rating	B1-U0-G1	B1-U0-G1	B3-U0-G2	B3-U0-G2
Refractive Lens	4000K Lumens	7,809	9,970	13,641	17,346
	5000K Rating	7,689	9,817	13,450	17,034
	3000K Lumens	6,817	8,704	11,924	15,102
	BUG Rating	B1-U4-G4	B2-U5-G5	B2-U5-G5	B2-U5-G5

Energy and Performance Data

Power and Lumens (Small + CBP)

Light Engine		AXCS1A	AXCS2A	AXCS3A	AXCS4A
Power (Watts)		18	25	31	48
Input Current @ 120V (A)		0.15	0.21	0.26	0.40
Input Current @ 240V (A)		0.08	0.11	0.13	0.20
Input Current @ 277V (A)		0.07	0.09	0.11	0.18
Configuration					
Full Cutoff	4000K/5000K Lumens	629	587	647	570
	3000K Lumens	531	496	547	482
Refractive Lens	4000K/5000K Lumens	667	623	686	605
	3000K Lumens	563	526	580	511

Note: Power and current based on full power consumption while CBP is charging. Lumen outputs are while operating in emergency mode only.

Power and Lumens (Large + CBP)

Light Engine		AXCL6A	AXCL8A	AXCL10A
Power (Watts)		60	76	106
Input Current @ 120V (A)		0.50	0.63	0.88
Input Current @ 240V (A)		0.25	0.32	0.44
Input Current @ 277V (A)		0.22	0.27	0.38
Configuration				
Full Cutoff	4000K/5000K Lumens	1,070		
	3000K Lumens	945		
Refractive Lens	4000K/5000K Lumens	1,098		
	3000K Lumens	973		

Note: Power and current based on full power consumption while CBP is charging. Lumen outputs are while operating in emergency mode only.

Power and Lumens Multipliers
(Lumen Select Back Box + Axcent Small)

Configuration		~75% Nominal Output	~50% Nominal Output
Catalog Number	**Material Number**	**Connect per Installation Instructions**	
AXCS1A*	13109741 or 13109939 or Other	74%	50%
AXCS2A*	13109698 or 13109938 or Other	74%	50%
AXCS3A*	13109697 or 13109937 or Other	74%	50%
AXCS4A*	13109695 or 13109936	75%	40%
AXCS4A*	13495299 or 13495470 or Other	72%	50%
AXCS5A*	13109652 or 13109935	75%	40%
AXCS5A*	13495471 or 13495472 or Other	72%	50%

Power and Lumens Multipliers
(Lumen Select Back Box + Axcent Large)

Configuration		~75% Nominal Output	~50% Nominal Output
Catalog Number	**Material Number**	**Connect per Installation Instructions**	
AXCL6A*	12963843 or 12964235	75%	40%
AXCL6A*	13495473 or 13495474 or Other	69%	47%
AXCL8A*	12963842 or 12964234	84%	48%
AXCL8A*	13495475 or 13495476 or Other	69%	47%
AXCL10A*	12963840 or 12964233	84%	48%
AXCL10A*	13495477 or 13495478 or Other	69%	47%
AXCL12A*	12902056 or 12902057	85%	50%
AXCL12A*	13495479 or 13495480 or Other	72%	49%

Lumen Maintenance (Axcent Small)

Ambient Temperature	TM-21 Lumen Maintenance (72,000 Hours)	Theoretical L70 (72,000 Hours)
Up to 3A		
25°C	90%	246,000
40°C	90%	225,000
50°C	89%	195,000
Up to 5A		
25°C	89%	240,000
40°C	88%	223,000
50°C	87%	186,000

Lumen Maintenance (Axcent Large)

Ambient Temperature	TM-21 Lumen Maintenance (72,000 Hours)	Theoretical L70 (72,000 Hours)
Up to 8A		
25°C	94%	556,000
40°C	94%	556,000
50°C	92%	340,000
Up to 10A		
25°C	94%	556,000
40°C	94%	478,000
50°C	87%	207,000
Up to 12A		
25°C	94%	151,000
40°C	81%	125,000

Lumen Multiplier

Ambient Temperature	Lumen Multiplier
10°C	1.02
15°C	1.01
25°C	1.00
40°C	0.97

Control Options

0-10V This fixture is offered standard with 0-10V dimming driver(s) for use with a lighting control panel or other control method.

Photocontrol (PC1, PC2 and PC) Optional button-type photocontrol provides a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels.

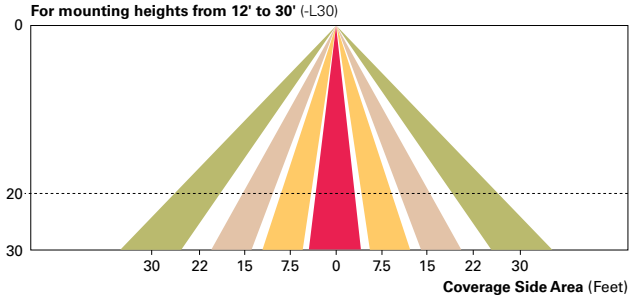
After Hours Dim (AHD) This feature allows photocontrol-enabled luminaires to achieve additional energy savings by dimming during scheduled portions of the night. The dimming profile will automatically take effect after a "dusk-to-dawn" period has been calculated from the photocontrol input. Specify the desired dimming profile for a simple, factory-shipped dimming solution requiring no external control wiring. Reference the After Hours Dim supplemental guide for additional information.

Dimming Occupancy Sensor (MSP/DIM-LXX and MSP-LXX) These sensors are factory installed in the luminaire housing. When the MSP/DIM-LXX sensor option is selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MSP/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of ten minutes. The MSP-LXX sensor is factory preset to turn the luminaire off after five minutes of no activity.

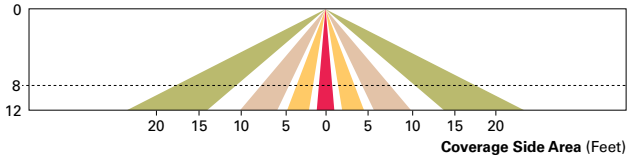
These occupancy sensors includes an integrated photocell that can be activated with the ISHH-01 accessory for "dusk-to-dawn" control or daylight harvesting - the factory preset is ON. The ISHH-01 is a wireless tool utilized for changing the dimming level, time delay, sensitivity and other parameters.

A variety of sensor lens are available to optimize the coverage pattern for mounting heights from 8'-30'.

For mounting heights from 12' to 30' (-L30)



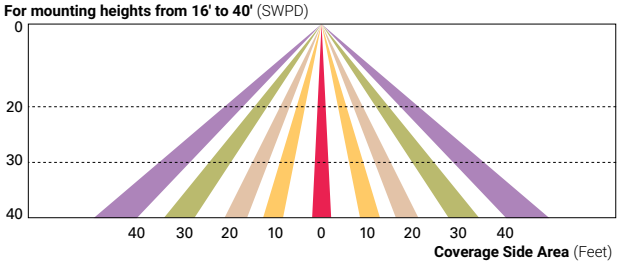
For mounting heights from 8' to 12' (-L12)



WaveLinx Wireless Control and Monitoring System The WaveLinx Outdoor control platform operates on a wireless mesh network based on IEEE 802.15.4 standards enabling wireless control of outdoor lighting. Use the WaveLinx Mobile application for set-up and configuration. At least one Wireless Area Controller (WAC) is required for full functionality and remote communication (including adjustment of any factory pre-sets).

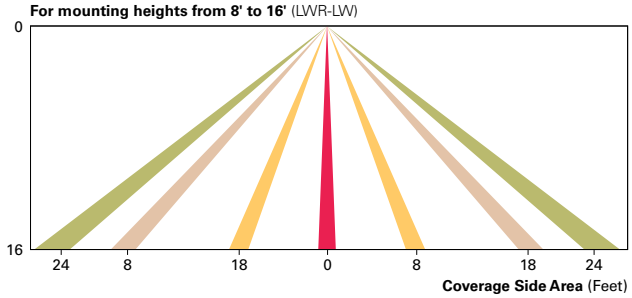
WaveLinx Wireless Sensor (SWPD4 and SWPD5) These outdoor sensors offer passive infrared (PIR) occupancy and a photocell for closed loop daylight sensing. These sensors can be factory installed or field-installed via simple, tool-less integration into luminaires equipped with the Zhaga Book 18 compliant 4-PIN receptacle (ZW). These sensors are factory preset to dim down to approximately 50 percent power after 15 minutes of no activity detected. These occupancy sensors include an integral photocell for "dusk-to-dawn" control or daylight harvesting that is factory-enabled. A variety of sensor lenses are available to optimize the coverage pattern for mounting heights from 7'-40'.

For mounting heights from 16' to 40' (SWPD)

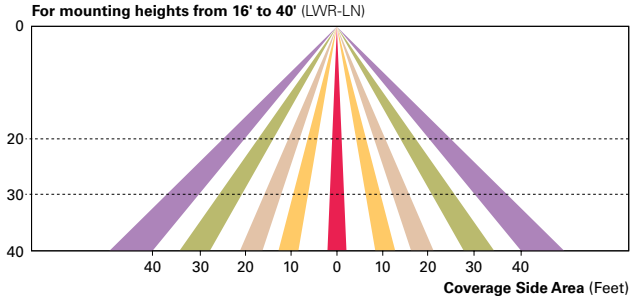


Enlighted Wireless Control and Monitoring System (LWR-LW and LWR-LN) The Enlighted System is a connected lighting solution that combines LED luminaires with an integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of other resources beyond lighting.

For mounting heights from 8' to 16' (LWR-LW)



For mounting heights from 16' to 40' (LWR-LN)



Cooper Lighting Solutions
1121 Highway 74 South
Peachtree City, GA 30269
P: 770-486-4800
www.cooperlighting.com

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Specifications and dimensions subject to change without notice.

LUSSO ARRAY M-AM LED Specifications

Project Name:

Catalog Number:

Type:

Contemporary design meets the new generation of LED green technology in this stunning lumenaire, the **Lusso Array**. The Lusso Array series provides over fifty percent energy savings over traditional HID light sources; and offers excellent beam control and LED life beyond 100,000 hours for 1400 milliamp systems. The Lusso Array is offered in ten optical distributions.

The Lusso Array's fully-sealed housing features an exceptionally well-designed thermal management system that provides superior heat dissipation.

The Lusso Array fixture is built with cast aluminum.

The **Lusso Array** is the perfect compliment to any university campus, business park, or walkway project where contemporary, architectural design is desired.

Ordering Information

MODEL	OPTICS	LUMENS	KELVIN	VOLTAGE	MOUNTING	FINISH	OPTIONS	OPTIONS
LSO-M	**T1** Type 1	**5L**	**3K** 3000K	**UNV** 120-277V	**AM** Arm Mount	**BK** Black	**PCR-120**	**VWC** Visionaire Wireless Controls Consult Factory
	T2 Type 2	**10L**	**4K** 4000K	**8** 347V	**WM** Wall Mount Requires BAWP	**SBK** Smooth Black	**PCR-208**	**RPP** For 3-5"Ø Pole - Round Pole Plate Adaptor
	T3 Type 3	**15L**	**5K** 5000K	**5** 480V	Round Pole Plate Adaptors (RPP) are to be ordered separately.	**BZ** Bronze	**PCR-240**	**UPMA-S** Universal Square Pole Mount Adaptor
	T3L Type 3 Long	**20L**			UPMA to be ordered separately.	**GP** Graphite	**PCR-277**	**UPMA-R** Universal Round Pole Mount Adaptor
	T4 Type 4	**25L**			BAWP to be ordered separately.	**GY** Grey	**PCR-347**	**BAWP** Cast Wall Plate
	T4A Type 4 Automotive					**SL** Silver Metallic	**PCR-480** Photocell & Receptacle	**ROT-R** Rotated Optics Right Side
	T4L Type 4 Long					**WH** White	**PER**	**ROT-L** Rotated Optics Left Side
	T5LR Type 5 Long Round					**SWH** Smooth White	**5PINPER**	**CLS** Backside cutoff shield
	T5LS Type 5 Long Square					**FG** Forest Green	**7PINPER** 3,5, or 7 Pin Photo Receptacle w/shorting cap Requires Dimming Driver	**RCLS** Rightside cutoff shield
	T5SR Type 5 Short Round					**VD** Verdigris Green	**DIM** 0-10v Dimming Driver	**LCLS** Leftside cutoff shield
						CC Custom Color	**WSC-8** Motion Sensor 8' Mounting Height	
							WSC-20 Motion Sensor 9-20' Mounting Height	
							WSC-40 Motion Sensor 21-40' Mounting Height	
							*The WSC option will require (1) FSIR 100 remote for programing	

VISIONAIRE LIGHTING

Housing
The Lusso Arrays housing is constructed from durable, corrosion-resistant, cast aluminum. Silicone gasketing is provided for complete weather and insect protection.

Thermal Management
The Lusso Array provides excellent overall thermal management by maximizing the efficiency of the heat sink in the fixture. This enables the Lusso to withstand higher ambient temperatures and higher drive currents without degrading LED life.

Optical System
• The hightest lumen output LEDs are utilized. High-performance acrylic optics feature industry leading Type 1, 2, 3, 3L, 4, 4A, 4L, 5LR, 5LS and 5SR optical distributions. Acrylic optics are impact-resistant and rated to 94 percent translucence.
• L70 life of our LEDs is rated over 100,000 hours (for 1400 mA), The optical system qualifies as IES full cutoff to restrict light trespass, glare and light pollution for neighborhood-friendly lighting.
• CRI values are 70.

New LED Array Technology
• 4 Diodes now replace a single Led chip and operate at 25% of the drive current allowing for higher efficiency, less heat and longer life. (10 Year Warranty)
• More LEDs at a lower drive current provides a more comfortable visual effect.

Quali-Guard® Finish
• Fixture components are chemically pretreated through a multiple-stage washer, and finished with an electrostatically-applied, thermoset polyester powder coat textured paint with a 3 to 5 millimeters thickness. Finish is oven-baked at 400 ºF for maximum adherence and finish hardness.
• Available in standard and custom colors.
• Finish is guaranteed for five (5) years.

Arm Mount
Lusso Array contractor-friendly mounting hardware.

Electrical Assembly
• The Lusso Array is supplied with a high-performance driver available in 700, 1050, 1200 and 1400 mA. The driver is integrally-located in the housing, and is operational from 120 V through 480 V, 50 Hz to 60 Hz input.
• Power factor is 90%.
• Rated for -40° to 50°C operation.
• 10 kV surge protector supplied as standard.

Warranty
• Ten (10) year Limited Warranty on electrical components.
• Five (5) year on finish.
For full warranty information, please visit visionairelighting.com.

Options
• Photocell & Receptacle
• Photocell Receptacle with shorting cap
• 0-10v Dimming Driver
• WattStopper FSP-211 Motion Sensor
• Wireless Control
• Lightly Diffused Lens
• Highly Diffused Lens
• Round Pole Plate Adaptor
Please consult factory for detailed custom options.

Listings
• cUL Listed
• IP65 Rated
• Powder Coated Tough™
• IDA Certification

DesignLights Consortium (DLC) qualified Product. Some configurations of this product family may not be DesignLights Consortium (DLC) listed, please refer to the DLC qualified products list to confirm listed configurations. http://www.designlights.org/
3000K must be selected for IDA certification.
Fixed mount must be selected for IDA dark sky certification.

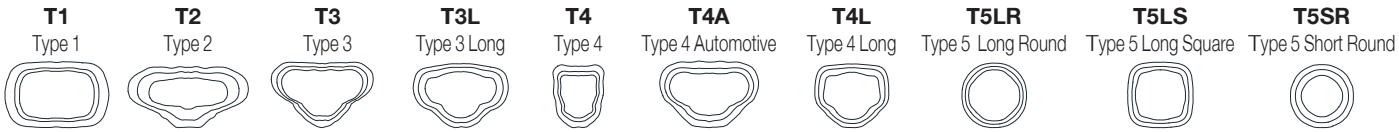
ELECTRICAL LOAD (A)							
Ordering Nomenclature	**System Watts**	**120**	**208**	**240**	**277**	**347**	**480**
LSO-M-T5LS-5L	**52**	0.43	0.25	0.22	0.19	0.15	0.11
LSO-M-T5LS-10L	**67**	0.56	0.32	0.28	0.24	0.19	0.14
LSO-M-T5LS-15L	**99**	0.83	0.48	0.41	0.36	0.29	0.21
LSO-M-T5LS-20L	**148**	1.23	0.71	0.62	0.53	0.43	0.31
LSO-M-T5LS-25L	**200**	1.67	0.96	0.83	0.72	0.58	0.42

Motion Sensor Default Setting									
Type	**High Mode**	**Low Mode**	**Time Delay**	**Cut off Delay**	**Sensitivity**	**Hold Off Setpoint**	**Photocell On/Off**	**Ramp Up Time**	**Fade Down Time**
WSC - Default	10V	1V	5 Min	1 Hour	Max	Disabled	Disabled	Disabled	Disabled
WSC Range	0 -10V	0 - 9.8V	5 - 30 Min	1 - 5 Hours	Low, Med, Max	1 - 250FC	1 - 250FC	1 - 60 Dec	1-60 Dec

19645 Rancho Way • Rancho Dominguez, CA 90220 • Phone: 310 512 6480 Fax 310 512 6486
www.visionairelighting.com

LUSSO ARRAY M-AM LED Specifications

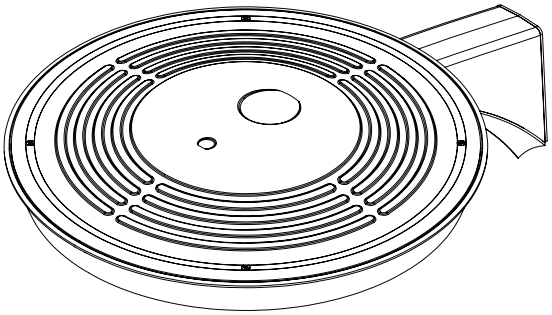
Photometric Optical Summary



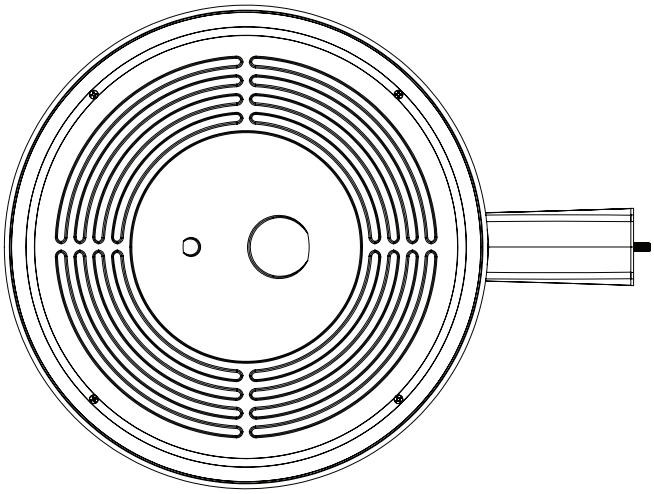
EPA Data	1.0	1.6	2.0	2.5	2.4	2.5

Dimensions

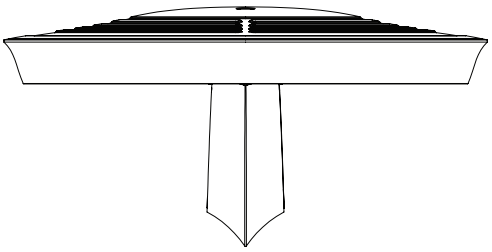
Width:	LSO-M	21”
Depth:	LSO-M	27.5”
Height:	LSO-M	10.25”
Weight:	LSO-M	29 lbs



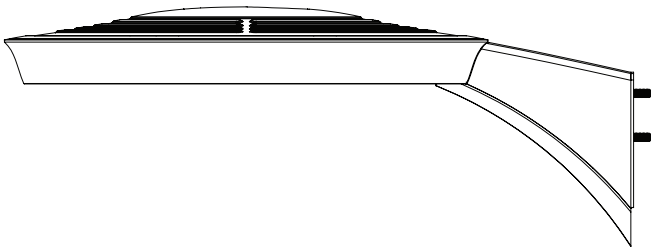
PERSPECTIVE VIEW



TOP VIEW

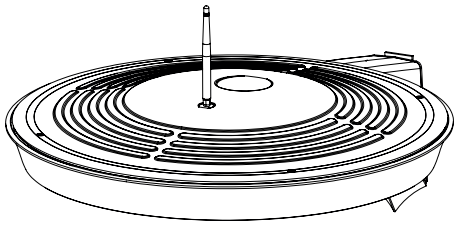


FRONT VIEW

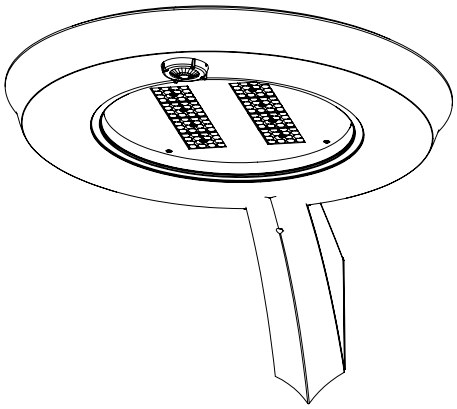


SIDE VIEW

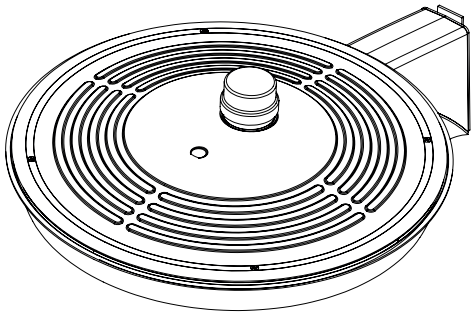
LSO-M-AM Options



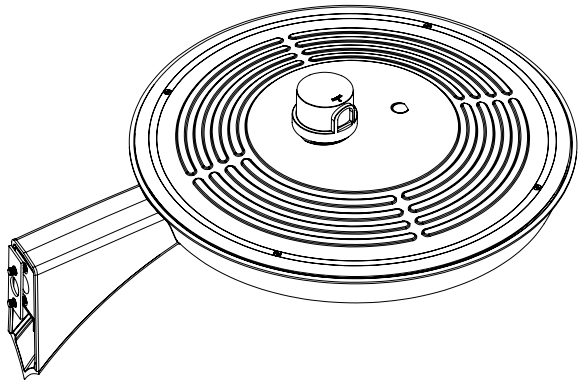
Visionaire Wireless Controls



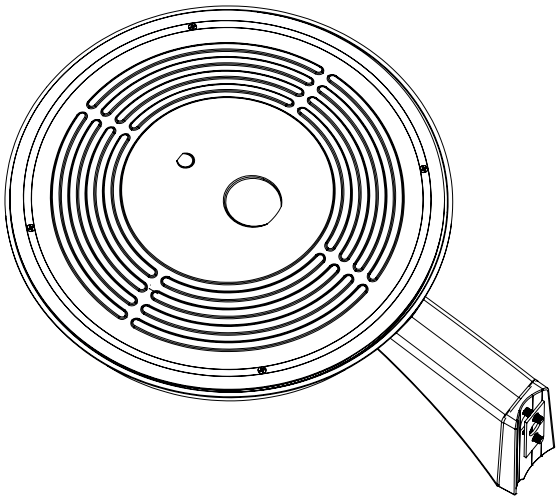
Motion Sensor



3, 5 or 7 Pin Photo Receptacle w/shorting cap



Photocell & Receptacle



Round Pole Plate Adaptor

LUSSO ARRAY M-AM LED Specifications

3K LUMEN DATA											
Lumens	**T1**	**T2**	**T3**	**T3L**	**T4**	**T4A**	**T4L**	**T5LR**	**T5LS**	**T5SR**	**Watts**
5L	6877	6860	6815	6647	6680	6966	6636	6686	6854	7028	**52**
10L	9235	9212	9152	8926	8971	9355	8911	8979	9205	9438	**67**
15L	13219	13186	13100	12777	12841	13391	12755	12852	13175	13509	**99**
20L	19686	19638	19510	19029	19125	19943	18997	19141	19622	20120	**148**
25L	24843	24782	24620	24013	24134	25167	23972	24154	24762	25389	**200**
4K LUMEN DATA											
5L	7145	7127	7081	6906	6941	7238	6894	6947	7121	7302	**52**
10L	9595	9571	9509	9274	9321	9720	9258	9329	9563	9806	**67**
15L	13733	13700	13610	13275	13342	13913	13252	13353	13689	14036	**99**
20L	20453	20403	20270	19770	19870	20720	19737	19887	20387	20904	**148**
25L	25811	25747	25579	24948	25074	26147	24906	25095	25726	26378	**200**
5K LUMEN DATA											
5L	7412	7394	7346	7165	7201	7509	7153	7207	7388	7576	**52**
10L	9954	9930	9865	9622	9670	10084	9605	9678	9922	10173	**67**
15L	14248	14214	14121	13772	13842	14434	13749	13854	14202	14562	**99**
20L	21220	21169	21030	20511	20615	21497	20477	20632	21151	21687	**148**
25L	26778	26713	26538	25884	26015	27128	25840	26036	26691	27368	**200**

3K LPW DATA											
Lumens	**T1**	**T2**	**T3**	**T3L**	**T4**	**T4A**	**T4L**	**T5LR**	**T5LS**	**T5SR**	**Watts**
5L	132	132	131	128	128	134	127	128	132	135	**52**
10L	137	137	136	133	133	139	132	133	137	140	**67**
15L	134	133	132	129	130	135	129	130	133	136	**99**
20L	133	133	132	128	129	135	128	129	132	136	**148**
25L	125	124	123	120	121	126	120	121	124	127	**200**
4K LPW DATA											
5L	137	137	136	133	133	139	132	133	137	140	**52**
10L	143	142	141	138	139	144	138	139	142	146	**67**
15L	139	138	137	134	135	141	134	135	138	142	**99**
20L	138	138	137	133	134	140	133	134	138	141	**148**
25L	129	129	128	125	126	131	125	126	129	132	**200**
5K LPW DATA											
5L	142	142	141	138	138	144	137	138	142	145	**52**
10L	148	148	147	143	144	150	143	144	147	151	**67**
15L	144	144	143	139	140	146	139	140	143	147	**99**
20L	143	143	142	138	139	145	138	139	143	146	**148**
25L	134	134	133	130	130	136	130	131	134	137	**200**

3K BUG DATA																															
Lumens	**T1**			**T2**			**T3**			**T3L**			**T4**			**T4A**			**T4L**			**T5LR**			**T5LS**			**T5SR**			**Watts**
	B	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	**B**	**U**	**G**	
5L	3	0	3	2	0	2	2	0	2	2	2	2	2	3	2	3	3	1	2	3	2	3	3	3	3	3	1	3	3	3	**52**
10L	3	0	3	2	0	2	2	0	2	3	2	3	2	3	2	3	3	2	3	3	3	3	3	3	3	3	2	3	3	3	**67**
15L	3	0	3	3	0	3	3	0	3	3	3	3	3	3	3	4	3	2	3	3	3	4	3	4	4	3	2	3	3	3	**99**
20L	4	0	4	3	0	3	3	0	3	3	3	3	3	4	3	4	3	3	3	3	3	4	3	4	4	3	3	4	3	4	**148**
25L	4	0	4	4	0	4	3	0	3	4	3	4	3	4	3	5	3	3	4	3	4	5	3	5	5	3	3	4	3	4	**200**
4K BUG DATA																															
5L	3	0	3	2	0	2	2	0	2	2	2	2	2	3	2	3	3	1	2	3	2	3	3	3	3	3	1	3	3	3	**52**
10L	3	0	3	3	0	3	2	0	2	3	2	3	2	3	2	3	3	2	3	3	3	3	3	3	3	3	2	3	3	3	**67**
15L	4	0	4	3	0	3	3	0	3	3	3	3	3	3	3	4	3	2	3	3	3	4	3	4	4	3	2	3	3	3	**99**
20L	4	0	4	3	0	3	3	0	3	3	3	3	3	4	3	4	3	3	4	3	4	4	3	4	4	3	3	4	3	4	**148**
25L	4	0	4	4	0	4	3	0	3	4	3	4	3	4	3	5	3	3	4	3	4	5	3	5	5	3	3	4	3	4	**200**
5K BUG DATA																															
5L	3	0	3	2	0	2	2	0	2	2	2	2	2	3	2	3	3	2	2	3	2	3	3	3	3	3	1	3	3	3	**52**
10L	3	0	3	3	0	3	2	0	2	3	2	3	2	3	2	3	3	2	3	3	3	3	3	3	3	3	2	3	3	3	**67**
15L	4	0	4	3	0	3	3	0	3	3	3	3	3	3	3	4	3	2	3	3	3	4	3	4	4	3	2	3	3	3	**99**
20L	4	0	4	3	0	3	3	0	3	4	3	4	3	4	3	4	3	3	4	3	4	4	3	4	4	3	3	4	3	4	**148**
25L	5	0	5	4	0	4	4	0	4	4	3	4	3	4	3	5	3	3	4	3	4	5	3	5	5	3	3	4	3	4	**200**

Administrative Staff Report

Site Plan Review
Construct Mixed-Use Apartment Building
209 Division Street
May 3, 2021

Department of Community Development

Applicant(s):

- Secure Fund, LLC

Staff:

- Ryan Kernosky, Director
  rkernosky@stevenspoint.com
- Adam Kuhn, Associate Planner
  akuhn@stevenspoint.com

Parcel Number(s):

- 281240829400203

Zone(s):

- "B-4" Commercial

Master Plan:

- Commercial/Office/Multi-Family

Council District:

- District 1 | Ald. Jennings

Lot Information:

- Frontage: 200 ft.
- Depth: 245.71 ft.
- Lot Size: 48,715 sq. ft. (1.118 ac.)

Current Use:

- Motel

Applicable Regulations:

- 23.02(2)(c)(2)
- 23.02(2)(f)(5)(b)

Request

1. A request from Secure Fund, LLC for a Site Plan Review to construct a mixed-use apartment building at 209 Division Street (Parcel ID 281240829400203), consistent with Ch. 23.02(2)(f)(5)(b) and Ch. 23.02(2)(c)(2).

Attachment(s)

1. Application
2. Plans

Findings of Fact

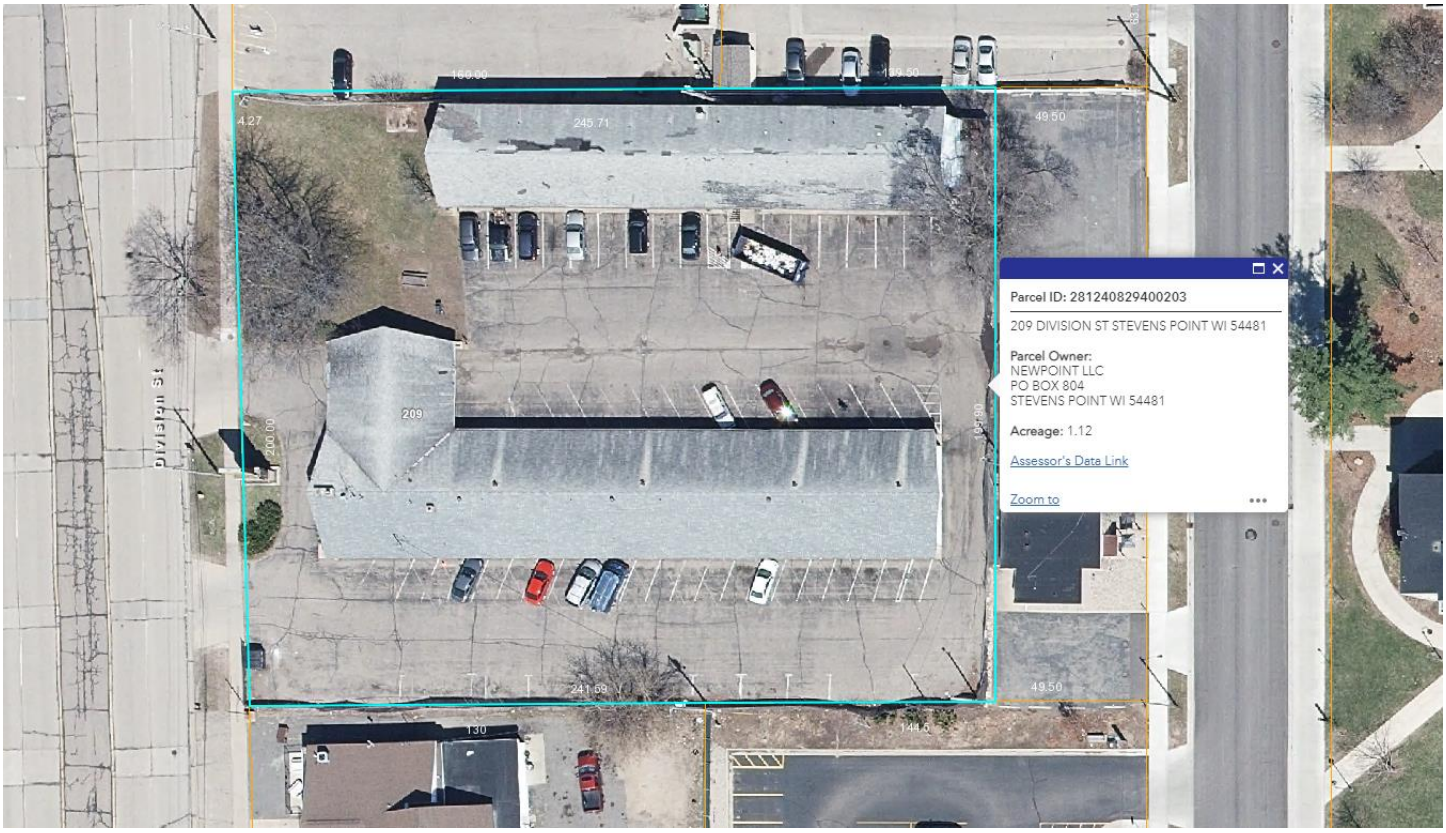
1. A mixed-use multiple-family development is being proposed on the property which includes the creation of 79 total residential units.
   a. Of the 79 total residential units: 33 are efficiency units, 36 are one-bedroom units and 10 are two-bedroom units.
2. The proposed building will consist of four levels. The first level contains a 3,000 sq ft retail space and 57 interior parking stalls. The second, third and fourth levels contain exclusively residential units.
3. 28 exterior parking stalls are proposed within the southern half of the property.
4. The 2005 Comprehensive Plan Future Land Use Map identifies this property as "Commercial/Office/Multi-Family. The property is currently zoned "B-4" Commercial.
5. A rezoning to "PD" Planned Development would allow for increased flexibility for the development of the property as it relates to density, setbacks, building heights, parking, size, access, etc.
6. The property is also located within the "B-TID5" Tax Increment District 5.
7. Permitted uses within the "B-TID5" District are required to have a 0-5 foot setback off of Division Street. A setback off of Division Street greater than five feet requires a conditional use permit.
8. A Site Plan Review is required for any rezoning of a property to "PD" Planned Development. The "B-TID5" District also requires a Site Plan Review for new structures.

Staff Recommendation

Staff recommends approval of the site plan review for a proposed mixed-use residential development at 209 Division Street, subject to the conditions below:

	1. Fire sprinklers and alarms are required within the proposed building, subject to the review and approval of the City Fire Marshal. 2. A knox box shall be installed, subject to the review and approval of the City Fire Marshal. 3. If additional fire hydrants are required within the property, it shall be property located based on applicable Fire Code standards. 4. Building walls set back less than ten feet from the property line shall require fire rating walls, subject to the review and approval of the Building Inspection Superintendent meeting applicable Building Code standards. 5. The property owner shall notify the property owner to the east of the intended development. Per State requirements, proposed buildings with a higher roof line need to notify adjacent property owners within a given proximity. 6. Bicycle parking shall be provided within the subject property, subject to the review and approval of Community Development staff meeting applicable bicycle parking standards. 7. A minimum ten foot rear yard setback shall exist.

Vicinity Map



Background

Overview: Lokre Development Group is seeking to construct a four-story mixed-use residential building at 209 Division Street. The proposed building will consist of a 3,000 sq ft retail area and 57 interior parking stalls within the first story. The second, third and fourth stories will consist exclusively of residential units. In total, 79 residential units are

proposed. Of these 79 residential units, 33 are proposed to be efficiency units, 36 as one-bedroom units and 10 as two-bedroom units. With the apartment building proposed to be situated on the northern half of the lot, the remaining acreage is proposed to consist of 28 exterior parking stalls and associated landscaping.

A site plan review is required given the Planned Development District zoning classification of the subject property. Said requirement is outlined in the following paragraph:

> *1) Components of PD Approval*
>
> *A PD approval consists of two separate steps:*
>
> *1. Approval of a rezoning and concept plan by the Plan Commission and Common Council; and*
> *2. Approval of subsequent subdivision plats and site plans consistent with the PD concept plan.*

Similarly, the subject property's location within the "B-TID5" District requires a Site Plan Review for the construction of new structures. Said requirement is outlined in the following paragraph:

> *b) Site, building and landscape review. A site, building, and landscape review shall be required for all new structures and sites, or exterior changes to existing structures or sites, with the exception that the Zoning Administrator can approve minor modifications.*

Further development details are provided below and are scattered throughout this report.

1. **Density.**

Analysis: The development proposal is of a higher density that what is allowed within the "B-4" Commercial District. Under the "B-4" District, the proposed retail area would require a minimum lot area of 2,650 sq ft. Additionally, each residential unit above the ground floor requires a minimum lot area of 870 sq ft plus an additional 50 sq ft per bedroom. Based on the commercial and residential uses offered in the proposal, approximately 75,830 sq ft of lot area is required if "B-4" density requirements are implemented. The subject property is approximately 48,715 sq ft. Given the density deviations requested as part of the "PD" Planned Development District rezoning of the subject property, it would allow for additional housing units to be constructed.

Findings: The proposed density deviation would not only maximize the use on the property, but better achieve the housing goals outlined in the City's Comprehensive Plan.

2. **Building Height.**

Analysis: The proposed structure is four stories tall and approximately 50' in height. Height restrictions as part of the "B-4" Commercial District requires a maximum height of 35 feet. Structures can exceed the 35' restriction, not to surpass 125' in height, if a fire prevention system exists that is reviewed and approved by the Fire Department.

Findings: The applicant is aware that a fire prevention system is required and has been working with the Fire Department on the appropriate placement of sprinklers in the building. Given that the proposed height of the building is compatible with nearby housing projects, the proposed building height is appropriate.

3. Setbacks.

Analysis: The following are the setback requirements for the "B-TID5" District—a minimum 0' setback off of Division Street (not to exceed 5'), a minimum 0' setback off of other adjoining streets (not to exceed 25'), a minimum 0' side yard setback and a minimum 10' rear yard setback.

Findings: The applicant is requesting a conditional use permit to exceed the 5' maximum setback allowed off of Division Street. A side yard setback is offered on each side, while an approximate 10' rear yard setback is proposed. Building walls that are located within ten feet of any property line is subject to additional fire prevention requirements.

4. Parking.

Analysis: The proposed development includes 85 parking stalls.

Findings: Properties that fall within the "B-TID5" District are exempt from meeting parking stall ratios for all types of uses. All other parking lot requirements (e.g., stall dimensions, aisle widths, etc.) still apply. Given the 85 parking stalls proposed, along with the property's close proximity to multi-modal forms of transportation, staff believes that the number of parking stalls proposed are adequate.

5. Landscaping.

Analysis: A landscaping plan has been provided by the applicant. The submitted plan includes sugar maple trees along the northern and eastern perimeter of the property. With the layout of the parking lot, interior and terminal islands proposed are also planned to be landscaped with deciduous shrubs and perennials. Other shrubs and perennials line the first floor entrance to the building.

Findings: Perimeter trees are required to be planted at a rate of one for every 50-75 linear feet. Due to the location of shrubs along the site entrance, it will need to be continually maintained to ensure vision obstructions for motorists and pedestrians do not occur.

6. Access and Internal Traffic Flow.

Analysis: One point of access into the property is proposed off of Division Street. Traffic flow within the site leads to the exterior parking lot location and the interior parking lot provided within the first floor of the building.

Findings: Based on the number of parking stalls provided, staff believes that the property is large enough to handle expected internal traffic flow.

7. **Utilities.**

Analysis: Utilities exist within the Division Street Right-of-Way to serve the proposed development, with utilities currently supporting Point Motel.

Findings: The Public Utilities Department, overall, has expressed support with the proposed site utility plan. Additional needs and requirements not part of the site plan include additional detail is needed on the size and material of all utility pipes.

8. **Fire Hydrants.**

Analysis: One fire hydrant currently exists off of Division Street. The Fire Department is currently reviewing submitted plans to determine if the one hydrant is sufficient or an additional fire hydrant is needed.

Findings: Fire hydrants are required to be spaced roughly 250-500' depending on if the principal buildings have sprinkler systems. Should an additional hydrant be requirement, the applicant shall work with the Fire Department to determine its appropriate location.

9. **Lighting.**

Analysis: Lighting is planned to accompany the proposed development. The additional lighting for the building and parking areas are not expected to impact the surrounding neighborhood as the average footcandle registered will be 0.76.

Findings: Staff believes that the lighting proposed is sufficient and will not spill over onto neighboring properties.

The following includes the standards of review for new structures proposed in the "B-TID5" District.

Standards of Review – Site Plan Review

1. **Buildings are aligned and close to the street. Buildings form the space of the street.**

Analysis: The proposed structure is, at its closest point, 7' 6'' away from Division Street. While the conditional use request is seeking to allow a Division Street setback greater than the 5' that is allowed, staff believes that the high-rise is positioned close to the street. In fact, the structure is uniquely positioned (by having an l-shaped appearance) to utilize a greater portion of the property's front yard.

Findings: This standard is met.

2. **Buildings oversee the street with active fronts as opposed to blank fronts. The first floor and upper floors should include windows as well as entrances. Wider entrances, door framing, canopies, and other techniques should be used to identify the entrance.**

Analysis: The first floor includes a 3,000 sq ft retail space.

Findings: As shown within the attached renderings, the retail space will contain large storefront windows roughly ten feet in height. Balconies are uniquely staggered among residential units on the second, third and fourth floor to provide greater variation on the façade's scale. A large canopy is proposed over the primary building entrance on the southeast corner of the building. Lastly, different paint colors are proposed to provide greater aesthetic appeal.

3. **Property lines are physically defined by buildings or street walls.**

   Analysis: A street, side and rear yard setback ranging from 0-10 feet are provided. Given the building's close proximity to property lines (in part due to maximum setback requirements within the "B-TID5" District), property lines are closely defined by building walls.

   Findings: This standard is met. While a greater side yard setback is provided along the southern lot line, sufficient setback is needed to provide parking lot access within the rear of the lot.

4. **Building facades facing the street shall exhibit a high level of architectural design. In no case shall the front facade of the building consist of a blank wall or a series of garage doors. Windows should play a prominent role in the facade design. All building materials to be used shall express their specific properties. For example, heavier more permanent materials (masonry) support lighter materials (wood).**

   Analysis: Windows play a prominent role on the building's facades as each residential unit provides at least one window. The façade encompassing the first floor retail space is exclusively storefront windows. As stated earlier, a variation is paint color used (i.e., brown, red and white) provides contrast and accentuates the black balconies and window trim.

   Findings: This standard is met.

5. **Two or more story buildings are preferred over one story buildings.**

   Analysis: The developer is seeking to construct a four-story mixed-use apartment building.

   Findings: This standard is met.

6. **Landscaping shall be of high quality and installed at a rate that is appropriate that enhances the proposed site and surrounding properties.**

   Analysis: A landscaping plan has been provided by the applicant. The submitted plan includes sugar maple trees along the northern and eastern perimeter of the property. With the layout of the parking lot, interior and terminal

islands proposed are also planned to be landscaped with deciduous shrubs and perennials. Other shrubs and perennials line the first floor entrance to the building.

Findings: Based on the variety of landscaping proposed (i.e., trees, shrubs and perennials) and its location throughout the parking lot, staff believes that planned landscaping enhances the proposed site and surrounding properties.

7. **Vehicle storage, garbage, and mechanical equipment are kept away from the street and screened from public view.**

   Analysis: An interior parking lot is proposed within the first story of the building. A dumpster enclosure is proposed on the far southeastern corner of the property. The architectural appeal of the enclosure is screens the trash receptables from public view and is complementary to the building's façade.

   Findings: This standard is met.

8. **Parking (not including on-street parking) should be away from the street and screened from public view.**

   Analysis: Interior and exterior parking is proposed within the property. Evergreen trees are uniquely situated in front of the interior parking lot to shield its view off of Division Street. As part of providing exterior parking, a landscaping plan was required to better shield its visibility with interior and terminal islands installed.

   Findings: This standard is met.

9. **The building design is coordinated with the street space. The city may require the improvement of the streetscape adjacent to the property including installation of trees, paving, sidewalk, lighting, street furniture, etc. Street trees are limited to a list approved by the City Forester.**

   Analysis: The developer have been consulting with City staff as it relates to positioning the apartment building appropriately with planned improvements on Business 51. Streetscape elements at and around the subject property will be discussed during the design phase of the Business 51 improvements.

   Findings: This standard is met.

10. **Safety: Buildings should be close to the street but should acknowledge their neighboring building setbacks. Safety of entrances as well as vision around corners should be addressed in the review process.**

    Analysis: While the apartment building is close to Division Street, it meets setback requirements in the "B-TID5" District either by right or via the conditional use process. Sufficient access exists to and within the property for fire/EMS vehicles.

    Findings: This standard is met.

Based on the standards above, staff recommends approval of the site plan review for a proposed mixed-use residential development at 209 Division Street, subject to the conditions above.

Photos

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

City of Stevens Point Plan Commission Application Packet

This document includes the directions and applications for projects that require Plan Commission approval. This coversheet describes the process and application requirements. The form shall be completed and returned with the required sets of plans and the appropriate application fee to the Community Development Department, City of Stevens Point, 1515 Strongs Avenue, Stevens Point, WI 54481. If you have any questions about the application or submittal requirements, please do not hesitate to contact the Community Development Department at (715) 346-1567 during normal business hours, Monday-Friday, 7:30 a.m. to 4:00 p.m., except City holidays.

Prior to Submittal:

1. Prior to the submittal of the application, the applicant must have a pre-application conference with City staff to discuss the proposal, review plans in detail, and discuss the approval process. This conference is MANDATORY.

2. Prior to the submittal of the application, a letter must be sent to the Alderperson of the district of where the request is taking place, explaining the request. Please attach the notification letter with your application materials. Information about aldermanic districts can be found at the following link: http://stevenspoint.com/index.aspx?NID=488.

Filing of Planning Commission Applications:

1. The filing deadline for all applications is 4:00 p.m. on the filing day. ***The filing day is four weeks prior to the meeting in which you wish to appear.*** Please consult the annual Plan Commission schedule below for specific dates. Applications received after 4:00 p.m. on the filing day will not be scheduled until the next application cycle.

Required Submittal Date	Plan Commission Meeting Date	Common Council Meeting Date
December 7, 2020	January 4, 2021	January 18, 2021
January 4, 2021	February 1, 2021	February 15, 2021
February 1, 2021	March 1, 2021	March 15, 2021
March 8, 2021	April 5, 2021	April 19, 2021
April 5, 2021	May 3, 2021	May 17, 2021
May 10, 2021	June 7, 2021	June 21, 2021
June 8, 2021	July 6, 2021 (Tuesday)	July 19, 2021
July 5, 2021	August 2, 2021	August 16, 2021
August 10, 2021	September 7, 2021 (Tuesday)	September 20, 2021
September 6, 2021	October 4, 2021	October 18, 2021
October 4, 2021	November 1, 2021	November 15, 2021
November 8, 2021	December 6, 2021	December 20, 2021

2. The application must be filled out completely and accurately, including contact information for the applicant and owner. The required materials identified on the application shall be submitted in their entirety as they pertain to your request and include all of the necessary information. Failure to submit a complete application with all of the required documents will result in placing your item being placed on the next application cycle.

Filing of Planning Commission Applications:

- **Requirements for All Plans:**
  - The name of the project, firm, and individuals associated with the plan, and all relevant contact information must be included in each plan submitted.
  - Each plan submitted must include a north point (compass), scale, and date drawn.

- **Requirements for Specific Types of Plans:**

  The plans required to be submitted with your application will be determined during the pre-application conference.
  - **New Construction or Addition**: When required, site plans for new constructions must include building elevations, building coverage as a percent of the lot, setbacks from property line (include photos of the proposed site), height and number of stories of all proposed buildings and structures, and building dimensions.
  - **Street Plans**: Street plans must include the layout and designation of all newly constructed street networks with block perimeter distances designated. Each street type and design cross-sections must be included.
  - **Utility Plans**: Utility plans must include the location and size of wastewater, water mains, and culverts. Additionally, all other underground utilities, structures, and appurtenances must be included on the plan.
  - **Stormwater Plans**: Stormwater plans must include a description for how the proposed development will address stormwater run-off from the site using either a combination of stormwater basins, swales, green roofs, pervious pavement, or other measures.
  - **Plans Showing Off-street Parking**: Parking area plans must include parking area location, parking area design, number and size of spaces, aisle dimensions, paving material, and size and type of landscape areas. Include any designated off-street loading areas.
  - **Outdoor Lighting**: Lighting plan must include the location, fixture and luminaire type, design, height, illumination intensity (footcandles), and number of lights.

- **Landscaping**: Landscaping plans for required landscaping areas must include location of landscaping areas, dimensions of areas, scientific and common name of all plants and number and location of each, and location, height (both at the time of planting and at maturity), and material of fencing or walls.
- **Signage**: General location, dimension, sign area, height, and orientation of proposed building signs.

Upon Filing Your Application:

1. A public hearing will be scheduled, if applicable, for the Plan Commission meeting in which your item is presented or if otherwise required at Common Council. Property owners within 200 feet of the boundaries of the property will be notified of your request. Information about surrounding properties can be found at the following: https://stevenspoint.maps.arcgis.com/home/index.html.

2. Staff will meet two weeks prior to the Plan Commission meeting to review your request. You will be notified as soon as possible if any revisions are needed. The Plan Commission will not review any plan revisions that have not been first reviewed by staff. A copy of the agenda and staff report for your item will be sent to you prior to the meeting.

3. The applicant or agent is required to attend the Plan Commission meeting to explain your request and answer questions. Failure to appear at the scheduled meeting may cause referral of the matter to a future meeting date. You should also remain at the meeting until the Plan Commission makes a recommendation on your item. You are also required to attend the Common Council meeting on the third Monday of the month, where final decision will be made regarding your request.

Plan Commission Review Process:

1. At the Plan Commission meeting, which typically occurs on the first Monday of the month, you will have an opportunity to provide information about your request. Additionally, a public hearing will take place at the Plan Commission meeting, if applicable to your request, after which, Staff will present their recommendation on the request.

2. After the presentation of your item, the Plan Commission can approve, reject, conditionally approve, or refer your proposal to a future meeting based in part on a review of the request against the applicable standards found in the City ordinances. After the Plan Commission recommendation, final approval is determined by the Common Council.

3. The Common Council typically meets on the third Monday of the month and will act on your request as part of the Plan Commission meeting minutes, or as a separate agenda item, if applicable.

Application Fees:

Please consult the schedule below for the appropriate fee for your request. Applications containing a combination of requests shall, after computation of each category, be charged the highest individual fee. Fractions of an acre are rounded up to the next whole acre. Each fee that is based on an additional lot or acre will include the first lot or acre as part of the base fee. For example, an annexation request for 1.1 acres will cost $310.00 ($300.00 + 1 additional acre at $10.00).

Plan Commission and Board of Zoning Appeals Fees	Fees Effective 5/1/2018
Annexation	
Annexation (includes permanent zoning)	$300.00 plus $10.00/acre (maximum of $500.00)
Conditional Use	
Conditional use permit	$300.00 plus $10.00/acre (maximum of $500.00)
Conditional use permit amendment	$250.00
Land Division	
Certified survey map	$50.00 plus $10.00/lot
Subdivision preliminary plat	$300.00 plus $10.00/lot
Subdivision final plat	$50.00
Ordinance Amendments	
Ordinance amendments	$300.00
Comprehensive plan amendments	$350.00
Planned Development District/Planned Unit Development	
Planned development district	$300.00 plus $10.00/acre (maximum of $500.00)
Planned development district amendment	$300.00
Rezoning	
District change (not PDD/PUD)	$300.00 plus $10.00/acre (maximum of $500.00)
Right-of-Way Vacations	
Alley or Street	$350.00
Signs	
Variance	$200.00
Site, Building, and Landscape Review	
Major (plan commission review)	$250.00
Variance (Board of Zoning Appeals)	
Administrative appeal (fee refunded if overturned)	$150.00
Variance	$300.00
Miscellaneous	
Park fees	
Single family	$300.00/dwelling unit
Duplex	$250.00/dwelling unit or $500.00/duplex
Recreational Impact Fee	
Multiple family	$200.00/unit
Mobile home	$200.00/mobile home lot
Zoning verification letters	$100.00 per parcel
Unspecified planning or zoning action (not requiring legal publication)	$150.00
Unspecified planning or zoning action (requiring legal publication)	$300.00

City of Stevens Point
Community Development Department

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P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR A SITE PLAN REVIEW

(Pre-Application Conference is Required for Major and Minor Site Plan Reviews)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		**Date Submitted**		**Fee Required**		**Fee Paid**	
Associated Applications (if any)				**Assigned Case Manager**			
Pre-Application Conference Date				**Minor Site Plan** ☐		**Major Site Plan** ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Jay A. Knetter, AIA	**Contact Name**	
Address	N16 W23217 Stone Ridge Drive, Suite 300	**Address**	
City, State, Zip	Waukesha, WI. 53188	**City, State, Zip**	
Telephone	262-278-4383	**Telephone**	
Fax		**Fax**	
Email	jayk@jaknetter.com	**Email**	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Lokre Development Company	**Owner's Name**	
Address	1820 Plover Road, Suite E	**Address**	
City, State, Zip	Plover, WI. 54467	**City, State, Zip**	
Telephone	805-445-2096	**Telephone**	
Fax		**Fax**	
Email	rolly@lokre.com	**Email**	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	**Parcel 2**	**Parcel 3**
209 Division Street / CSM #10561-47-141 / (799096)		

Legal Description of Subject Property

Portage County Certified Survey Map - Document #799096
Located in the NE 1/4 of the SE 1/4 of Section 29,
T24N-R8E, City of Stevens Point, Portage Co. Wisconsin

Area of Subject Property (Acres/Sq Ft)

1.12 Acres / 48,715.19 SF

Current Zoning District(s)

B-4

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
PD District	B-4 (Existing motel)	Mixed-use Retail Development

Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

Currently a single-story building and 2-story building are located on the existing parcel as a motel development. We are proposing razing this development and placing a new 4-story single mixed-use development with some ground level retail, interior parking and (3) floors of residential apartments. The plan is to advance design drawings as quickly as possible for city and state approvals and begin construction as soon as possible in early summer 2021.

Current Zoning Surrounding Subject Property			
North:	B-4 we believe but needs to be confirmed.	South:	B-4 we believe but needs to be confirmed.
East:	B-4 we believe but needs to be confirmed.	West:	Division Street
Current Land Use Surrounding Subject Property			
North:	Retail: Noodles & Company and Cold Stone	South:	Papa Joes Bar
East:	Laundry but needs to be confirmed.	West:	Division Street

EXHIBITS

Owner Information Sheet	☒	**Additional Exhibits If Any (List):**
Letter to District Alderperson	☒	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☒	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☒	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (Including any equivalent alternative landscaping requests)	☒	
Stormwater Plan	☐	
Outdoor Lighting Plan (location of fixtures, illumination levels)	☒	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	4.26.2021		4.26.21

8 0 4 0 9 9 7
Tx:4032432

CSM # 10561-47-141

799096

CYNTHIA A. WISINSKI
REGISTER OF DEEDS
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
09/02/2014 08:48 AM

REC FEE: 30.00
PAGES: 2
~~FEE EXEMPT:~~

PORTAGE COUNTY CERTIFIED SURVEY MAP

LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 29, T24N-R8E, CITY OF STEVENS POINT, PORTAGE CO. WISCONSIN

BASIS OF BEARINGS

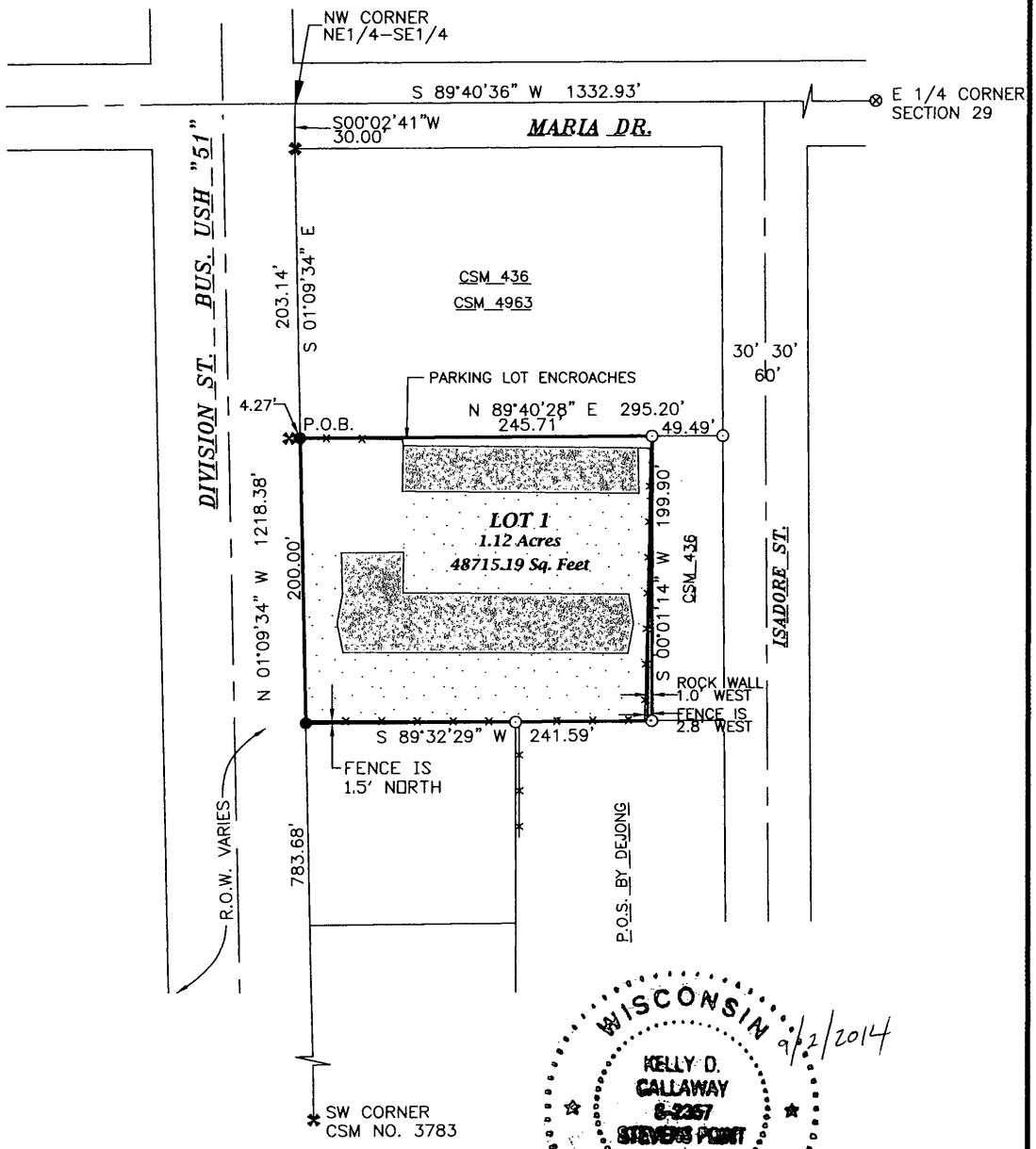
BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (PORTAGE)

LEGEND

- ● 3/4" REBAR SET 1.50 LBS/FT
- ○ 1" IRON PIPE FOUND
- ✖ "X" IN CONCRETE FOUND
- ⊗ MAG NAIL FOUND

SCALE 1" = 100'

0 100" 200'



WISCONSIN
KELLY D. CALLAWAY
S-2357
STEVENS POINT
WI
LAND SURVEYOR

9/2/2014

CALLAWAY LAND SURVEYING
340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com

CLIENT: MARTIN LIMITED II
JOB NO.: 14-048
SHEET 1 OF 2

PORTAGE COUNTY CERTIFIED SURVEY MAP

LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 29,
T24N-R8E, CITY OF STEVENS POINT, PORTAGE CO. WISCONSIN

SURVEYOR'S CERTIFICATE

I, Kelly D. Callaway, Registered Land Surveyor, Do hereby certify:
That I have surveyed and mapped those lands located in the NE1/4 of the SE1/4 Section 29, T24N-R8E, City of Stevens Point, Portage County, Wisconsin. Described as follows:

Commencing at the East 1/4 corner of section 29; thence S89°40'36"W, 1332.93 feet; thence S00°02'41"W, 30.00 feet to the NW corner of CSM No. 4963; thence S01°09'34"E, 203.14 feet to the point of beginning; thence N89°40'28"E, 295.20 feet to the NW corner of Lot 4 of CSM No. 436; thence S00°01'14"W, 199.90 feet to the SW corner of said Lot 4; thence S89°32'29"W, 241.59 feet; thence N01°09'34"W, 200.00 feet to the point of beginning.

Contatining 1.12 acres of land and being subject to any easements covenants and right of ways of record.

That said map is a true representation of those lands surveyed.
That I made such map under the direction of Martin Limited II
That I have complied with the provisions of Chapter 236.34 of the Wisconsin Statutes.

Kelly D. Callaway RLS # 2357

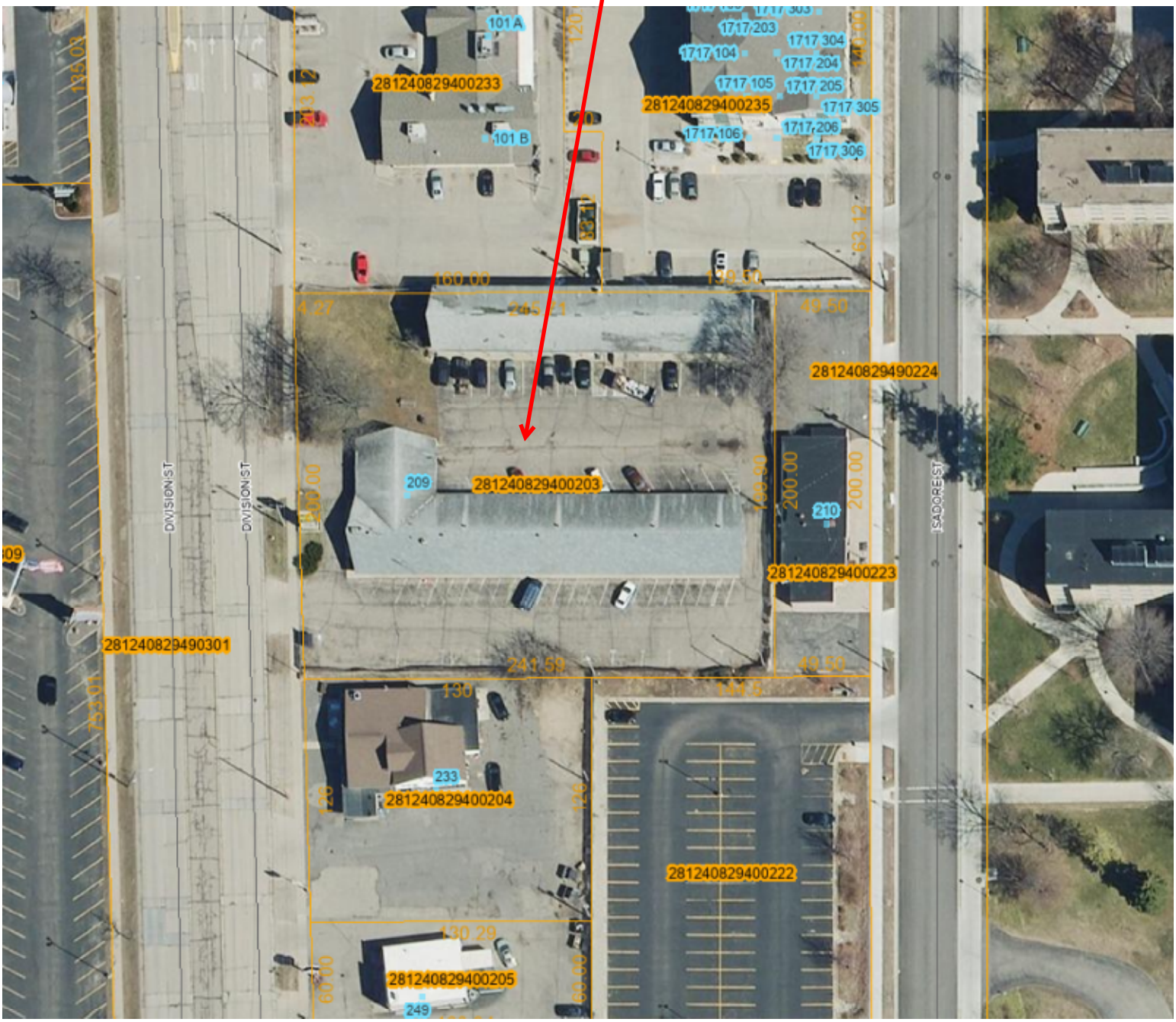
WISCONSIN KELLY D. CALLAWAY S-2357 STEVENS POINT WI LAND SURVEYOR

9/2/2014

CALLAWAY LAND SURVEYING
340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com

CLIENT: MARTIN LIMITED II
JOB NO.: 14-048
SHEET 2 OF 2

PROJECT SITE
209 Division Street



Jay Knetter

From: Victor Anderson <victor@lokre.com>
Sent: Monday, April 26, 2021 2:19 PM
To: district1@stevenspoint.com
Cc: Rolly Lokre; Jay Knetter; Rick Nelson; akuhn@stevenspoint.com
Subject: Mixed Use Project - 209 Division Street, Stevens Point, WI
Attachments: 2021 0427 SP Division St_Progress PLAN COMMISSION PACKAGE.PDF

Importance: High

Tory,
I'd like to introduce our project to you for the redevelopment of 209 Division Street, Stevens Point, Wisconsin. Please find the attached preliminary project plan. We will have the final plan to the commission later today or early tomorrow. The project includes taking down the current Point Motel buildings and building a 87,770 square foot mixed use building on the site. The building will include parking on the first level along with some commercial/retail space. The next three levels will consist of 79 residential units comprised of a mix of 2 bedroom, 1 bedroom and efficiency residential units. Parking for the project will consist of 57 interior ground level parking stalls and 28 exterior parking stalls. The projects details will include quality finishes and amenities you would expect from luxury residential living.
Please review and let any of us know if you have any questions about this exciting project?
Thank you,
Victor

Victor Anderson
Director, Brokerage & Property Management
M: 715.574.1677 | P: 715.318.8978 victor@lokre.com

lokre.com

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Ryan J. Kernosky, Director
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: May 3, 2021

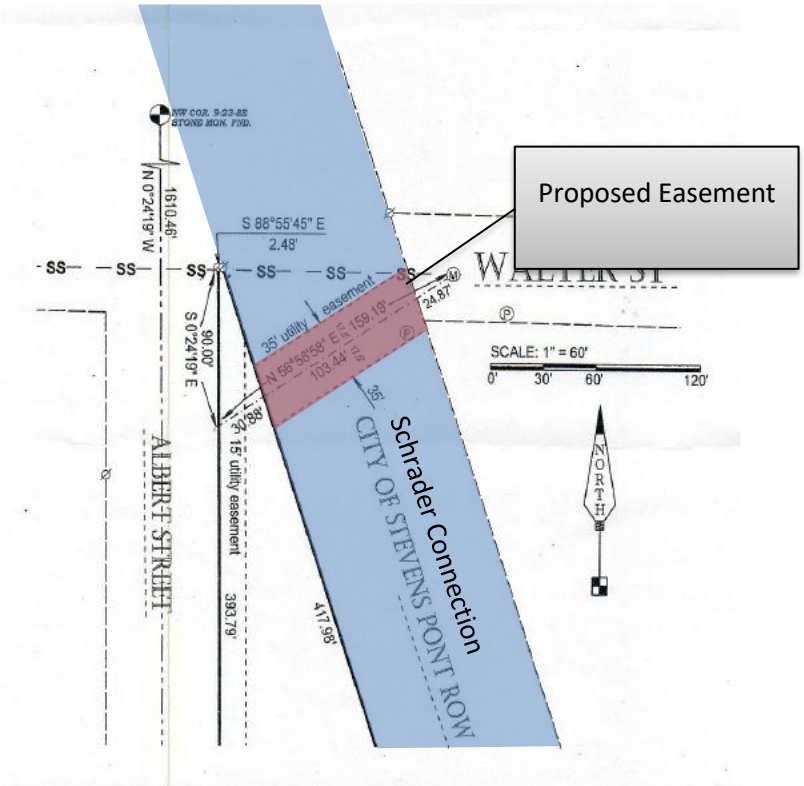
RE: Request from Ken Lepak for a 35' Utility Easement Across the Schrader Connection in the Village of Whiting

---

Background: Ken Lepak is requesting a 35' utility easement across the Schrader Connection in the Village of Whiting. The proposed easement will include a sanitary main, expected to be at a 12' depth. Mr. Lepak owns several parcels west of the Schrader Connection.

This easement is before the Plan Commission because the City is the owner of the parcel of land in which the Schrader Connection exists. Because of that, any granting of easements must be reviewed by the Plan Commission with a recommendation to the Common Council.

Both the City utility, parks, and public works departments have reviewed the requested easement and do no have any concerns. As such, staff recommends **approval** of the proposed easement.



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281230805450801
913712C
SHERMAN AVE
Approximate Easement Area
JEREMY CT
BROOKE LN
BABCOCK ST
ALBERT ST
DUNBAR ST
CONANT ST
WALTER ST
CRUEGER ST
LINDEN ST
1913799
WHITING RD
JACOBSON ST
CHRISTIAN ST
19129A
1912906206
19129057
19129057
1912905701
91290702
1912906509
1912906203

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Ryan J. Kernosky, Director
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: May 3, 2021

RE: Request from the City of Stevens Point for Acquisition of 325 Division Street

---

Background: The adopted Division Street Targeted Area Master Plan identified the acquisition of 325 Division Street as a way to "Bridge the Divide" with the extension of Sixth Avenue to Isadore Street. This would break up the long block, provide vehicular and pedestrian access to Division Street/Isadore Street midblock, and open the Division Street corridor up to become more accessible for the UWSP students living in the Residence Halls.

The Common Council has approved the acquisition of 325 Division Street for the extension of Sixth Avenue through to Isadore Street. This acquisition is consistent with the City's Division Street Targeted Area Master Plan, adopted in March 2020. Per Wis. Stats., the Plan Commission must review and make a recommendation to the Common Council on any acquisition and disposition of property.

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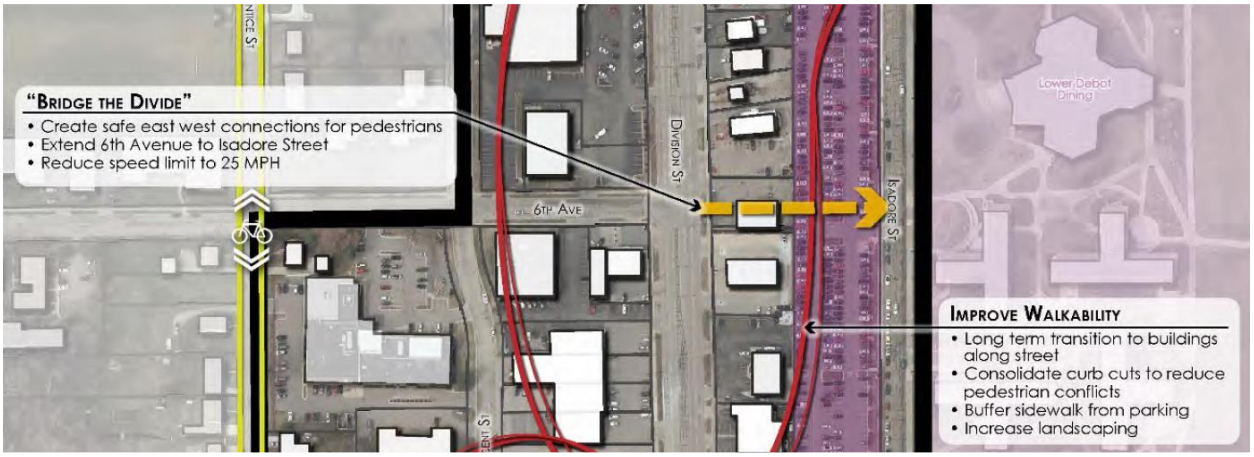
Below is an excerpt from the Division Street Targeted Area Master Plan:



Staff Recommendation: I recommend **APPROVAL** of the acquisition of 325 Division Street.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Adam Kuhn
Associate Planner
Zoning Administrator
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Adam Kuhn, Associate Planner / Zoning Administrator

CC: Ryan Kernosky, Director of Community Development

Date: May 3, 2021

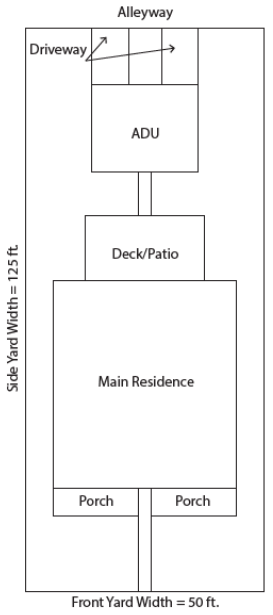
RE: Accessory Dwelling & Commercial Units

Commissioners –

On April 5th Community Development staff presented a draft ordinance on allowing accessory dwelling and accessory commercial units in the City. During the discussion, the Commission requested that staff provide visuals to better explain certain regulations within the draft ordinance. The following describes key ordinance sections in greater detail:

<u>Lot size:</u> ACUs and ADUs shall be allowed only on a lot after meeting the minimum lot area requirements for single family use within the zoning district for which the property is located. No construction of an ADU shall result in a lot coverage ratio exceeding 75%.

The 75% lot coverage ratio is determined by calculating the percentage of pervious surfacing (e.g., grass, gravel, pervious pavers, etc.) and impervious surfacing (e.g., building footprint, decks, sidewalks, etc.) within the property. The image below details a 6,250 sq ft lot, commonly found in the City's north side. With a 75% lot coverage ratio allowing for 4,687.5 sq ft of impervious surfacing, any ADU and ACU requests resulting in the lot coverage ratio exceeding 75% would be denied.



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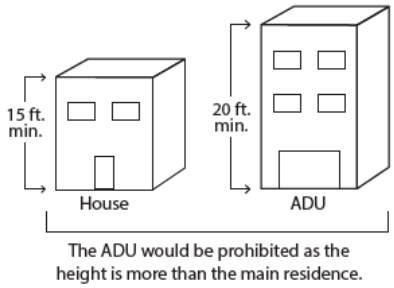
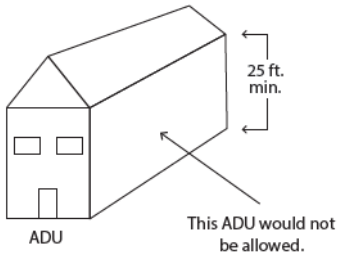
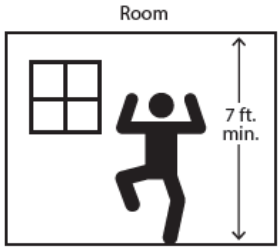
Building height: ACUs and ADUs shall not exceed 20 feet in height, not including the height of roof gables, or the height of the principal building, whichever is less.



The images below highlight building height restrictions for ADUs and ACU. First, requests seeking to construct an ADU greater than 20 feet (measured from grade level to halfway up the end truss) would be in violation to the proposed ordinance. Second, requests resulting in an ADU or ACU being less tall than the principal (even if under the 20 foot height limitation) would be in violation.



Chapter 21 requirements: The construction of ADUs and ACUs would be subject to building requirements as outlined in Chapter 21 of the Revised Municipal Code. For example, Chapter 21 states that "the ceiling height of any habitable room occupied by adults eighteen years of age or older shall be at least seven feet high." The image below highlights the seven foot ceiling height requirements. As part of an ADU and ACU review, the Inspections Division of the Community Development Department will ensure that applicable occupancy provisions within Chapter 21 are met.



Please contact Community Development staff with any additional questions on the proposed ADU and ACU ordinance.

Best,

Adam Kuhn

Associate Planner / Zoning Administrator
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
o: (715) 342-4158
akuhn@stevenspoint.com

Ch. 23.01(13)(k)

k) Accessory Commercial Units and Accessory Dwelling Units.

1) Definitions

i. Accessory Commercial Units (ACU) is a small detached commercial unit that are accessory to the principal residential use on the site. Uses of ACUs are subject to Home Occupation Regulations as defined in this Chapter.

ii. Accessory Dwelling Units (ADU) are defined as a small, detached secondary place of residence on the same lot as the principal residential dwelling. ADUs are independently habitable and provide the basic requirements of shelter, heating, cooking and sanitation.

2) Where permitted. ACUs and ADUs shall be a permitted use in the R-LD, R-1, R-2, R-3, R-4 and R-5 zoning districts.

3) Setbacks. ACUs and ADUs shall meet the minimum setback requirements for accessory structures of the zoning district or overlay zoning district for which it is located.

4) Lot size. ACUs and ADUs shall be allowed only on a lot after meeting the minimum lot area requirements for single family use within the zoning district for which the property is located. No construction of an ADU shall result in a lot coverage ratio exceeding 75%.

5) Square Footage Limitations.

i. Minimum size. ADUs shall meet the minimum size requirements as outlined in Ch. 21.08 of the Revised Municipal Code of the City of Stevens Point.

ii. Maximum size. ADUs shall not exceed the maximum size allowed for detached accessory structures as outlined in Chapter 30 of the Revised Municipal Code of the City of Stevens Point.

iii. Calculation of ACU and ADU square footage. ACU and ADU square footage calculations are exempt the square footage calculations outlined in Chapter 30 for detached accessory structures.

6) Height limitations. ACUs and ADUs shall not exceed 20 feet in height, not including the height of roof gables, or the height of the principal building, whichever is less.

7) Owner occupied. The owner of the property in which the ACU is created must continue to occupy the principal residential use on the site as their primary residence. The owner of the property in which the ADU is created must continue to occupy at least one of the dwelling units on the property as their primary residence. A restrictive agreement between the property owner and the City shall be recorded prior to occupancy being granted.

8) Utility connections. All utility connections for ACUs and ADUs shall have separate connections from the principal structure located on the same lot.

9) Number of occupants allowed. The number of occupants allowed in an ACU shall not exceed the maximum defined within the Home Occupancy regulations of this chapter. The number of occupants allowed in an ADU shall not exceed the maximum number of unrelated persons allowed on the property per the definition of a family.

10) Number of ACUs and ADUs allowed. One ACU or ADU is permitted per lot.

11) Tourist Rooming House: An ADU may be utilized as a tourist rooming house, meeting applicable requirements as outlined within Chapter 23.

12) Review and approval. Approval by the Community Development Department is required for all ACUs and ADUs. Applications shall include a site plan, floor plan, building elevations and other information necessary to determine compliance with these requirements.

COMMUNITY DEVELOPMENT DEPARTMENT

ANNUAL REPORT

2020

To the Stevens Point Community & Common Council:

On behalf of the Department of Community Development staff, I'm pleased to be presenting the 2020 Annual Report of the Department of Community Development. As you may know, the mission of the department is to *"…promote a safe, diverse, dynamic, and vibrant community, and enhances the living, working, and recreation choices for community residents and visitors."* As evidence throughout this annual report, the public and elected officials will see into the operations of the department and how each division of the department embraces our mission. For those unaware, the Community Development Department is broken into six different divisions:

1. Economic Development
2. Historic Preservation
3. Neighborhood Improvement
4. Permits and Inspections
5. Planning and Zoning
6. Property Assessment

Major projects and activities occurred in 2020, including, but not limited to:

- Large construction projects began in 2020:
  - Northside Yard mixed-use Development on Centerpoint Drive.
  - Delta Dental's new headquarters in the Portage County Business Park.
  - The Inn at Sentry World Boutique Hotel on the grounds of Sentry World Golf Course.
  - The Reserve student housing on the former K-Mart Site.
  - Berkshire Stevens Point affordable senior housing at 1433 Water Street.
- 1,495 permits were issued with a total construction value of almost $155 million and a corresponding permit fee revenue of $370,000.
- The establishment of three new Tax Increment Finance Districts (TIF #11, TIF #12, TIF #13) to promote additional economic development along Division Street, Church Street, and US Hwy-10.
- The hiring and transition of the new Associate Planner/Zoning Administrator Adam Kuhn.

This report will outline additional major projects and activities that occurred in 2020 with respect to each individual division.

If you should have any questions or concerns, please do not hesitate to contact me.

Forward,

Ryan J. Kernosky, MPA
Director of Community Development / Redevelopment Authority
City of Stevens Point

ECONOMIC DEVELOPMENT

COVID-19 Pandemic – Community Development Response

Shortly after the COVID-19 pandemic hit our community and the Safer at Home order was issued, the Community Development staff shifted our operations within two days and provided continual services to residents and developers throughout. This included offering video and photo evidence for residential inspections, shifting public meetings and developer meetings to remote meeting platforms, having administrative staff work remotely to reduce the spread, among others.

In April, the Common Council allocated $100,000 from city fund balance for a City-specific COVID-19 grant. This grant was designed to offer up to $2,000 to businesses impacted by the Safer at Home Order to pay for rent and mortgages. Within the first half hour of the program opening, over 90 businesses had submitted grant materials. 75 total businesses were awarded the grant, many of which were in the downtown area. Our grant program was so successful, others in the state replicated it as a way to provide assistance in their own communities.

Community Development staff lead the creation and management of the Portage County Economic Recovery Team (PCERT). The PCERT, which included representatives from the City, Village of Plover, Portage County, CREATE Portage County, Portage County Business Council, UW-Stevens Point Small Business Development Center, CAP Services, and others, was designed to connect businesses with resources through a simple, no frills explanation of benefits of loans, grant, and other assistance programs offered through the early weeks of the COVID-19 pandemic. Additionally, staff worked tirelessly to host informational meetings that brought in several local and state-wide leaders to present on efforts to help local businesses through the pandemic.

Thankfully, vaccinations are being rolled out and it appears that the COVID-19 pandemic is nearing the end. While local businesses suffered, it appears as though our community has come through the pandemic with minimal loss to our business community.

Establishment of Tax Increment Finance Districts

Through the COVID-19 pandemic, Community Development staff worked to establish three additional Tax Increment Finance Districts (TIF) throughout the community. This was done as a result of successful TIF development that pushed the City over the 12% equalized value rule[1] established by the State of Wisconsin.

> TIF #11 encompasses Division Street, including the Sisters of St. Joseph – Third Order of St. Francis Historic Convent property, and overlaps a portion of TIF #5.

[1] Wis. Stats. 66.1105(4)(gm)4.c.: The Equalized Value limit is the maximum property value a municipality can have within Tax Incremental Districts (TIDs). This value cannot exceed 12 percent of the municipality's total Equalized Value.

TIF #12 includes the City's original Industrial Park near Minnesota Avenue, the abandoned Shell Station on the City's Southside, and several additional parcels along the south Church Street Area.

TIF #13 was established off of US Highway-10, and includes the former Copps Grocery Store and strip center, the former Wal-Mart building, and a few parcels abutting US Highway-10.

Development Agreements & Other Economic Development Activities

Several projects planned for 2021 or 2022 were committed through approval of development agreements. This includes "The Grove Apartments" being developed by General Capital Group for the redevelopment of the historic convent, the redevelopment of the Fox Theatre into "The Opera House" event and biergarten, and several amended development agreements to assist developers through COVID-19.

Community Development staff also worked with Mid-State Technical College on an application for the Wisconsin Economic Development Corporation's "Idle Sites" grant program – which is currently submitted for a possible $500,000 grant for the creation of the Advanced Manufacturing, Engineering Technology, and Apprenticeship Center to be located in the Stevens Point Industrial Park.

Commercial Construction Projects

There were several significant projects that were completed or began within the City during 2020. Summaries of those projects have been provided below.

- **North Side Yard – 1017 Third Street**

  Value: $23,611,882
  Size: 90,000 sq.ft.

  The long-anticipated start of construction for the North Side Yard project, formerly the Lullabye Furniture Site, began towards the end of 2020. The multiple phase, mixed-use development will consist of nearly 30,000 square feet of commercial space and over 200 residential units once completed. Phase 1 brings the construction of two 4-story mixed-use buildings on the south side of the site.

- **Delta Dental Corporate Headquarters – 3100 Business Park Dr**

Value: $28,253,456
Size: 133,000 sq.ft.

Delta Dental of Wisconsin is an existing business, but having outgrown their space, moved to the Business Park where the construction of their new 3-story headquarters continues. The development would also include 400 open air parking stalls across two parking lots and landscaping features such as a large stormwater point.

- **Stevens Point Housing – 1800 Maria Drive**

Value: $8,371,830
Size: 89,207 sq.ft.

The developer for The Reserve Student Living apartments, previously a shuttered K-Mart site, spent approximately $200,000 to raze and prepare the site for a multi-phase student housing and commercial development, adding well over 100 units to the Division Street corridor. As of April 2021, The Reserve is actively leasing fully furnished apartments to students and providing amenities such as a movie theater, gaming area, a fitness center, package lockers, and more. Note that the update is to inform of final occupancy as the full valuation for the project was within 2019.

- **Berkshire Apartments – 1443 Water Street**

Value: $2,715,370.57
Size: 99,937 sq.ft.

In 2019, General Capital Group began its construction of a 88-unit apartment complex geared towards independent senior living. The space includes unique amenities such as a rooftop patio, covered parking, an on-site management office, and a commercial space on the ground level with hopes to provide community service-type business for its patrons. As of April 2021, Berkshire Apartments is actively leasing its apartments.

- **Inn at SentryWorld – 501 Michigan Ave N**

Value: $24,867,750
Size: 92,000 sq.ft.

Sentry demolished the existing lodging facility to make way for a new 64-room boutique hotel. The hotel would be open to the public and will follow a similar design to their SentryWorld facility. The construction looks to add an additional benefit to the Sentry campus and the community. The site already houses several uses, including SentryWorld, golf courses, and private lodging.

- **Lineage Logistics Addition – 5700 E M Copps Drive**

Value: $39,705,614
Size: 122,280 sq.ft. (Phase IV)
Size: 168,614 sq.ft. (Phase V)

Lineage Logistics went through quick and major expansions over 2020, bringing Phase IV and Phase V. The improvements to the site consisted of additional freezer and dock space, as well as a new addition consisting of a warehouse as well as offices and new parking area for employees. The additions make up a large portion of the department's total construction valuation for 2020.

- **Stevens Point Marshfield Clinic Addition – 4100 Highway 66**

Value: $0
Size: 52,460 sq.ft.

The Marshfield Clinic addition project was granted an Early Permission to Start from the State, allowing them to begin footing and foundation work in late 2020, early 2021. The full value of this project will be reflected in 2021, when the full building permits are issued for the project.

- **Jefferson Elementary Addition – 1800 East Ave**

Value: $1,187,275
Size: 4,898 sq.ft.

Jefferson Elementary saw a lunch room / flex area addition to separate the current shared gymnasium and lunch room area. Additional interior renovations in the sum of $900,455 were related to flooring, electrical, finishes, kitchen, and HVAC system upgrades.

- **Madison Elementary Addition – 600 Maria Drive**

Value: $3,521,221
Size: 11,490 sq.ft.

Madison Elementary saw a gymnasium addition to separate their current shared gymnasium and lunch room, and the enclosing of an existing overhang on site. Additional interior renovations in the sum of $1,774,896 were related to flooring, finishes, kitchen, HVAC system upgrades, and a dumpster utility enclosure.

- **Patch Street Storage – 2240 Patch Street**

  Value: $97,530
  Size: 4,284 sq.ft.

  The Ken Lepak Storage one-story building brings (9) total units ranging in multiple sizes, including oversized, at 12ft x 8ft, 12ft x 10ft, 12ft x 12ft, 42ft x 28ft, 42ft x 34ft, and 42ft x 40ft.

NEIGHBORHOOD IMPROVEMENT

The Community Development Department has taken a different approach and direction to property maintenance code enforcement issues with the creation and hiring of the position of Neighborhood Improvement Coordinator. The position was created in late 2016 but filled in February of 2017. While enforcement is still a priority, the emphasis has switched towards more educational and proactive solutions.

Some of the program initiatives within the division implemented since 2017 are outlined below including extended results as part of this change in overall approach, including overall COVID-19 challenges experienced over the last year:

- **Trash CanVas** – This is was a new 2019 initiative in conjunction with CREATE Portage County. It is an arts competition is part of Artswalk in May. There was even greater participation in 2020 which was a successful socially distanced event. The local artists painted creative designs on the concrete trash containers along the core downtown Main Street area. They were judged by an arts panel and an overall winner was awarded a cash prize and another was by popular vote of all who attended Artswalk, and that was awarded People's Choice, which was also awarded a cash prize. It will be an annually changing art exhibit that will be part of the downtown. Sherwin Williams, a local paint store, is the corporate sponsor of the event.

- **RentReady –** This is an unhoused program developed with significant involvement from the City's Neighborhood Improvement Coordinator in conjunction with Hunger Poverty Prevention Partnership (HPPP), a local non-profit 501(c)(3). The purpose of RentReady is to provide a mechanism for homeless or borderline homeless persons, with a checkered past that effectively are keeping them out of the rental market, to overcome those hurdles and allow them an avenue to get back into the rental market. It provides training, resources and specific actionable items required by each participant, to become certified through RentReady. Upon certification graduates are eligible for a 3-month rent guarantee program, a post-placement mentor, donated home furnishing/houseware delivery, and a list of participating landlords. There have been 14 unhoused persons successfully placed into housing over the first year of the program.

- **Extended Compliance for Large Exterior Building Issues –** This was a trial started in late 2018, when the department was driving through all areas of the City identifying properties in need of major maintenance issues; roofing, siding, excessive peeling paint, etc. Rather than giving the typical 30 days to repair, property owners were given up to one year. The theory behind this if given the time to plan and budget for these large ticket items, people are more likely to comply. What we found was this is true, with around 85% compliance, and the other 15% falling into 2 categories; they didn't have the financial means to complete the project, or they procrastinated until the last month. The persons in the latter category were asked that they have their contractor pull a permit for the work to be completed in 2020, which did come to fruition later that year. Moving forward this is a model we will follow, as it works very well with high compliance, and we have received very few complaints based on the number of orders sent out. As we get the larger

bigger ticket violations addressed, this will allow us to progressively work toward smaller items in these same neighborhoods, such as trim, fascia and window frames, in the upcoming years. Most of the orders sent, based on age of housing stock, were to properties located within the following Aldermanic Districts; 1,3,4,5 and 9.

- **Pink Slip Warning Program** – Started in mid-2017 a pink slip (large bright pink sticky note) is left on the item, or door of the property where there is some level of non-compliance for certain violations, and the property is checked 48 hours later for compliance. This program continues to maintain over an 83% compliance rate throughout all of 2020, which is only 1% below the compliance rates in 2019 and 2018. What this means in practical application, that for the most part, within a day after the notice is posted, the violation is voluntarily corrected by the owner or occupant, versus a typical one or two weeks through the longer formal letter notification process. This approach has been very effective with tenants and rental properties, as it cuts out the "middle man" and targets the violators directly, many of which are not even aware that these were ordinance violations.

- **Off Campus Student Living Educational Sessions** – This was an educational event spearheaded by the Department and geared toward second year students at UWSP who would be eligible to live off campus the next school year. The following organizations participated in the event: Student Government Association (SGA) Legal, Police Department, Dean of Students Center for Prevention, CWAA and Community Development. Students also qualify for SBE credits when they attend the class. We were averaging 50 students per session at both the spring and fall events, totaling over 100 students annually that attend and participate in this educational class. There has been very positive feedback from landlords and the students who have attended the events for both content and presentation. This has translated in a substantial reduction (well over 50%) in and around campus of nuisance violations such as trash container storage, grass/snow abatement, snow removal, furniture outside and parking issues. While none of these on-campus classes occurred in 2020, we anticipate they will resume in the fall of 2021.

- **Grant and Loan Funding Available to Residents –** The Redevelopment Authority allocated funds for several programs the first is a grant program called Neighbor Helping Neighbor is designed for low and moderate income residents who can receive up to $1,000 in reimbursement funding for materials for exterior property improvement projects, labor is not an eligible cost, there have been 7 grants issued since 2019 all but one of which had outstanding orders for exterior property violations. Residential Structure Demolition, is a demolition grant program that will reimburse a property owner up to $15,000 who razes a dwelling and builds a new single-family home within 12 months after demolition. Lastly there will be no-interest loan programs available to residents with zero interest available up to $25,000 amortized over 15 years. We have found a local lender to partner with on this program to administer the underwriting for all mortgage loan documents, we are waiting for approval of the terms and conditions by the Redevelopment Authority. The billing of loan installments and administration after loan closing is still undecided.

- **Voluntary Rental Inspection Program** – In 2018 the City implemented a voluntary rental inspection program, as the ability to perform mandatory city-wide rental property inspections was severely limited based on recent legislation at the State level. The program was launched 2018 and there is substantial support from UWSP Student Government Association, a total of 30 residential dwelling units have been inspected and enrolled in the program to date. There were no new properties added in 2019 or 2020, we have started discussions with local landlords to try and find a way to increase participation moving forward. We typically get several inquiries after our training programs for second year students at UWSP as they become aware of the program and ask landlords if they have certified properties. Which results in inquiries to us as a department from the landlords, but this has not resulted in additional properties being enrolled.

From an overall code enforcement perspective, there was about a 50% decrease in the number of cases between 2019 and 2020. This was primarily due to COVID restrictions with work at home and also a restriction of interior inspections of dwellings. Although revenue was only down 21%, this was primarily due to an increase in service fees generated from follow up inspections due to lack of compliance with initial notices, which have been enforced more diligently for property owners who are chronically non-compliant. In that same vein there was a 44% increase in citations issued in municipal court, for problematic properties and property owners with uncorrected life and safety issues. Over half of these citations, 65 of the total 120, issued for the entire year were issued to the same property owner. This same owner is also currently under the chronic nuisance protocol with the Stevens Point Police Department.

In 2020 a new software program, GovPilot, was purchased and is being implemented to allow for citizen complaints to be submitted easily via a free mobile app. This will also allow for afterhours enforcement, for simple and common code related issues such as trash at the curb, or parking on grass with the existing community service officers (CSO) already on parking patrol through the Police Department. This is a low cost extended hour enforcement alternative that will be implemented in the second quarter of 2021.

VIOLATION TABLE: 2019-2020 COMPARISON

Case Type	# of Cases in 2020	# of Cases in 2019	Change in # of Cases	Change in %
Accumulation or Storage of Junk/Garbage	210	145	65	31% +
Exterior Building or Structure Violations	24	93	-69	-%
General Case	221	276	-55	-%
Grass, Weed, or Tree Violations	171	329	-158	-%
Improper Parking of Vehicles	79	334	-255	-%
Improper Storage of Refuse Containers	1	20	-19	N/A
Land Use Violations	7	14	-7	-%
Snow and Ice Violations	256	399	-143	-%
Storage of Household Materials Outside	58	205	-147	-%
Work Without Permit	72	45	27	38% +
Municipal Citations*	120	67	53	44%
Annual Total Cases	**1219**	**1860**	**-641**	**-53%**

** The Community Development & Inspection Department does not collect citation fees.*

Total Annual Revenue Generated	$45,043	$38,225	$6,818	15%

MONTH	TOTAL CASES	TAGGED OR VERBAL	COMPLIED	COMPLIANCE %
JAN	158	5	5	100%
FEB	139	2	1	50%
MARCH	19	0	0	0%
APRIL	36	6	6	100%
MAY	162	30	26	87%
JUNE	114	23	17	74%
JULY	77	18	14	78%
AUG	83	39	32	82%
SEPT	113	38	35	92%
OCT	63	9	9	100%
NOV	51	25	19	76%
DEC	84	9	6	67%
TOTALS	1099	204	170	83%

HISTORIC PRESERVATION

Façade Grant – In 2020, two façade improvement grant requests were reviewed and approved in the amount of $38,382.18. The first project was approved in August with work expected to conclude in 2021. The second project, while approved in November, is expected to begin in 2021. Another two or three applicants have expressed interest in applying for façade improvement grants in 2021. Please note that since the façade grant programs inception in 2012, 19 projects were approved with a total investment by the City of nearly $240,000.

2020 Façade Improvement Grant Approvals

Applicant	Business / Use	Business	Funds Approved
1616 Main Street, LLC	Caravan Wine Shop	1221 Second Street	$12,128.80
Compass Rentals, LLC	Multi-use: Commercial/Residential	1201 Main Street	$26,253.80

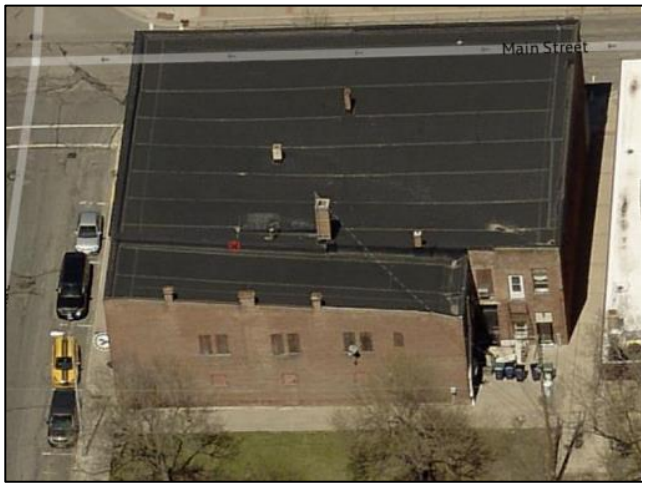
The project at 1221 Second Street was reviewed and approved in August. The request included replacing storefront doors and windows, replacing existing signage and the construction of a second story egress door and jump platform.

West Façade (2020)

Proposed West Façade Rendering

The project at 1201 Main Street was reviewed and approved in November. The request included replacing second story windows, repairing existing chimneys on the roof and tuckpointing.

North and West Façade (2020)



Aerial View of Property (2020)

Design Review – The City's Historic Preservation / Design Review Commission reviewed several project for compatibility with its design guidelines. Most notably, the Commission reviewed and approved designs for the location of the Stevens Point Area Convention & Visitors Center at 1105 Main Street. The requests included adding an emergency egress door, new signage, vinyl graphics to storefront doors and windows and providing additional rooftop access. The Stevens Point Area Convention & Visitors Center officially opened its new location in November.

Storefront Rendering – Main Street

PERMITS & INSPECTIONS

Below is a table that outlines building permits issued between 2017-2020:

Residential and Commercial Permits

	2017			2018		
Permit Type	**#**	**Total Value**	**Total Fees**	**#**	**Total Value**	**Total Fees**
Commercial New or Addition	26	$ 93,172,043.00	$ 132,955.37	23	$ 25,940,802.00	$ 139,698.92
Commercial Remodel	294	$ 18,497,004.60	$ 167,612.90	375	$ 15,103,572.58	$ 149,972.62
New Single-Family Residential	9	$ 2,155,900.00	$ 9,000.00	14	$ 2,613,840.00	$ 14,511.25
New Two-Family Residential	0	-	-	0	-	-
Residential Remodel	724	$ 4,969,010.51	$ 49,329.37	876	$ 4,430,976.72	$ 61,228.49
TOTAL	**1,053**	**$ 118,793,958.11**	**$ 358,897.64**	**1,288**	**$ 48,089,191.30**	**$ 365,411.28**
% Inc. / Dec.	**12.14%**	**118.67%**	**22.92%**	**22.32%**	**-59.52%**	**1.81%**

	2019			2020		
Permit Type	**#**	**Total Value**	**Total Fees**	**#**	**Total Value**	**Total Fees**
Commercial New or Addition	32	$ 60,898,049.00	$ 84,644.68	30	$ 124,742,653.57	$ 116,020.13
Commercial Remodel	387	$ 42,193,251.13	$ 286,315.95	339	$ 19,228,671.22	$ 156,434.51
New Single-Family Residential	11	$ 2,620,245.00	$ 14,463.60	11	$ 2,677,900.00	$ 14,441.72
New Two-Family Residential	0	-	-	5	$ 1,674,000.00	$ 7,865.40
Residential Remodel	1,044	$ 4,892,218.80	$ 66,900.44	1,110	$ 6,502,056.67	$ 76,201.09
TOTAL	**1,474**	**$ 110,603,763.93**	**$ 452,324.67**	**1,495**	**$ 154,825,281.46**	**$ 370,962.85**
% Inc. / Dec.	**14.44%**	**130.00%**	**23.79%**	**1.42%**	**39.98%**	**-17.99%**

2020 continued the trend of higher totals in both valuation and overall permits. It was the third straight year for valuation to increase, this was even more impressive due to the fact that the North Side Yard project valuation was included within the 2019 totals. 2020 also showed the trend of an increase in permits issued, this trend has continued for the better part of a decade now. The pandemic, while dramatically increasing the cost of materials and drastically limiting lead times of materials, did not negatively affect the overall construction year. Projections of 2021 have also varied greatly due to these same factors.

PLANNING AND ZONING

Planning requests have been outlined in the below table:

Planning Request Summary

Request	2016	2017	2018	2019	2020
Annexations / Detachments	2	3	2	0	0
Conditional Use Permits / Amendments	25	20	27	21	16
Land / Street Dedication, Vacation & Extension	7	3	2	3	2
Ordinance Amendments	12	10	10	11	4
Rezonings	4	10	4	4	4
Sign Variances / Requests	2	5	1	4	2
Site Plan / Landscaping / Parking Review	8	8	12	5	6
Subdivision / Land Division / Survey	5	3	5	1	1
Variances /Administrative Appeals	2	1	5	2	0
Conceptual Project Review	2	1	1	2	1
TOTAL	**69**	**64**	**69**	**53**	**36**

Overall, planning requests in 2020 were lower across all categories in comparison to previous years. However, note that other planning items and requests were not identified above. These requests include the acceptance, transfer, dedication and sale of land, as well as the approvals of easements. In 2018, the number of site plan reviews increased significantly—primarily due to the allowance of exceptions as part of new driveway and fencing standards. Unsurprisingly, this trend did not continue in 2019 and 2020 and suggests that greater conformance in driveway and fencing standards are occurring. Lastly, the significant reduction in requests during 2020 relative to previous years is likely tied to the COVID-19 pandemic. With there being greater economic uncertainty due to the ongoing pandemic, along with price increases in key commodities (e.g., lumber), it is possible that some planning requests are being pushed back to future years.

Below are summaries of several planning projects that were completed or are underway within the department:

- **Zoning Code Updates –** Several updates to the City's Zoning Code took place in 2020. First, minimum lot area requirements for two-unit dwellings in the R-4 and R-5 Zoning Districts were reduced from 10,000 square feet to 8,000 square feet. With the request, it allows for greater density within the impacted properties and is more consistent in lot size requirements among comparable municipalities. Second, an amendment to the City's tourist rooming house ordinance took place. In 2019, the Common Council approved an amendment to allow for owner-occupied tourist rooming houses as a permitted use and non-owner-occupied tourist rooming houses as a conditional use within all residential zoning districts. Due to several concerns about non-owner-occupied tourist rooming houses, an amendment was made in 2020 to remove the allowance non-owner-occupied tourist rooming houses in the R-LD, R-1, R-2 and R-3 zoning districts. Owner-occupied tourist rooming houses are still permitted in all zoning districts. Lastly, an amendment to the City's Traditional Neighborhood Overlay Zoning District

regulations has allowed for reduced setbacks on the principal structure and attached garages as a permitted use. Using reduced setbacks for detached structures continue to be a conditional use.

- **Sign Code Updates –** City staff have been slowly working towards a comprehensive amendment to the City's Sign Code to make it compliant with recent U.S. Supreme Court rulings. In the 2015 decision, *Reed v. Town of Gilbert, AZ*, the Supreme Court struck down the regulation of signage based on the content of the sign. In short, the ruling stated that if one must look at the content of a sign to determine how to regulate it, the review is in violation of the First Amendment and is not "Reed Compliant." Staff anticipates a Sign Code amendment to be brought before the Plan Commission in 2021.

PROPERTY ASSESSMENT

Introduction

This report is intended to better facilitate communication of information regarding the work being done in the Assessment office.

The Assessor's office is responsible for the valuation of all real and personal property located within the City of Stevens Point as required by Chapter 70 of the Wisconsin State Statutes. The sum of all real and personal property valuations determines the tax base and as such the finance of the City is directly affected by the accuracy and diligence of our office. It is our goal to ensure fair and equitable assessments and build public confidence in the property assessment process. We work for the taxpayers, so it is important for us to remain impartial from City planning and budgeting when determining assessments.

Throughout the year, the Assessment office uses several methods to ensure accuracy of all the City's assessed values, among which are: reviewing sales; fielding permits; responding to taxpayer inquiries; combining or splitting of parcels; processing annexations; reviewing changes in tax classifications; discussing values at Open Book and Board of Review (BOR); and completing Department of Revenue reports.

For more information regarding the assessment cycle, refer to pages 4-3 through 4-11 of the Wisconsin Property Assessment Manual.

We hope this information is useful to you and welcome any follow up questions you may have regarding the work performed in this office.

Steven J. Shepro
City Assessor

Statement of Assessment

The Statement of Assessment is an annual report filed by the Assessor and County Clerk to the Department of Revenue. It details the total assessed values, by class, for the municipality for a single year.

***Attachment 1**: Can be found at the end of this report, labeled "Statement of Assessment"*

The following table provides totals in assessed value, by class, for this year (2020) and the prior year (2019) for comparison.

Classification	Parcel Count	2020 Assessed Value	2019 Assessed Value
Residential	7,352	$973,923,000	$968,286,600
Commercial	908	$830,737,700	$817,500,700
Manufacturing	30	*State Assessed*	*State Assessed*
Agricultural	24	$101,900	$112,700
Agricultural Use Forest	8	$298,300	$298,300
Agricultural Homesite	5	$28,000	$28,000
Undeveloped	13	$114,500	$114,500
Forest	0	$0	$0
Exempt	831	$0	$0
Total for all tax* classes	**9,148**	**$1,805,203,400**	**$1,786,340,800**

**Total parcel counts for a category may not equal the breakdown because a parcel can have land or improvements in more than one class.*

***Manufacturing values are determined by the State*

Tax Incremental Finance Districts

Tax Incremental Finance (TIF) Districts (TIDs) are designated areas in the City that receive special tax-based incentives to spur development that otherwise would not happen in those areas. As the value of the area rises, the additional tax dollars received from the properties returns directly into the area in the form of infrastructure and/or further development. Each TID has a completion date set for a certain number of years after its creation, after which the tax dollars are collected and distributed as is typical for the rest of the City.

There are currently 6 active TIDs in the City of Stevens Point. The Table below provides a summary of changes in value to those TIDs for this year.

District	2020	2019	Change
TIF 5	$123,987,900	$108,603,300	$15,348,600
TIF 6	$35,510,800	$52,694,800	-$17,184,000
TIF 7	$35,971,300	$36,373,200	-$401,900
TIF 8	$14,283,100	$13,825,300	$457,800
TIF 9	$129,011,900	$131,087,500	-$2,075,600
TIF 10	$43,216,300	-	$43,216,300

TIF 6: Substantial decrease was due to the creation of TIF 10, which shifted many parcels from TIF 6 to TIF 10.

TIF 10: New for 2020

***Attachment 2**: Can be found at the end of this report, labeled "Statement of Changes in TID Values"*

Personal Property

Personal property involves discovery and field verification of new and existing accounts, deleted accounts and other changes. Once we have updated our current list of accounts, prefilled personal property forms are generated and mailed out to all accounts. These self-reported forms are to be completed by the owner and returned to us so that an accurate valuation of assets can be made.

Activity	2020	2019	Change
Number of Accounts	1039	1,100	-61
Assessed Value	$73,182,500	$76,329,900	-$3,147,400

Municipal Mobile Home Permits

All municipal mobile home permits are valued every year at market value, whether or not the City as a whole is undergoing a revaluation. The valuation is completed so that the assessment office can send a fee schedule to each of the mobile home parks advising what fees to charge the owners of the mobile homes each month beyond lot rental. This fee is governed by chapter 12 section 16 of the City's Code of Ordinances.

Park Name	# of Sites	Average Annual Fees Collected
Four Seasons Communities	96	$5,458
Holiday I	89	$16,518
Holiday II	81	$34,953
Thompson II	9	$741
Wellspring Park	49	$1,445
Total	324	$59,115

Summary of Significant Changes
Annexations

There were no annexations in 2020.

Properties Razed

The total value lost due to razing, including residential and commercial, was **$1,060,700.**

New Construction

New construction totals are tracked separately so they can be properly categorized on the Municipal Assessment Report (MAR). These numbers are later used by the Department of Revenue to complete their *Net New Construction Report*. This report provides municipalities and counties with net new construction numbers for levy limits. Net new construction is the amount of new construction reduced by any demolition or destruction of buildings and may include corrections to the prior year.

Residential new construction: $6,071,200

Commercial new construction: $14,633,500

Below is a list of some of the larger new construction projects for this year:

Parcel	Location	Description	Amount
23-0802100023	3017 Worth Dr	Marten Machining	$2,382,300
23-0802400019	3109 John Joanis Dr	Children's Discovery Center Addition Complete	$676,300
24-0827230033	3733 Stanley St	Scaffidi Motors – Addition Partial Complete	$1,565,100
24-0829120015	1501 North Point Dr	Sentry Office Building – Completion	$5,246,800
24-0829130024	1617 Schofield Ave	Burger King – Complete	$680,900
24-0829140022	1300 Maria Dr	New Apartment Building, Partial Complete	$1,304,300

Exempt Properties

Each year the Assessor is responsible for reviewing all property exemption requests and either granting or denying the exemption.

There are currently **831** exempt parcels on the roll, of which many are State (66), County (48), or City (532) owned. There are currently **185** exempt parcels owned by a non-government entity.

Significant value changes due to exemptions are outlined below:

Parcel	Owner	Change	Comment
24-0830401306	City of Stevens Point	-$58,000	Purchased by City
24-0832104221	Board of Regents	-$100,500	N/A
24-0832201523	City of Stevens Point	-$19,800	Purchased by City
24-0832202929	City of Stevens Point	-$66,200	Purchased by City

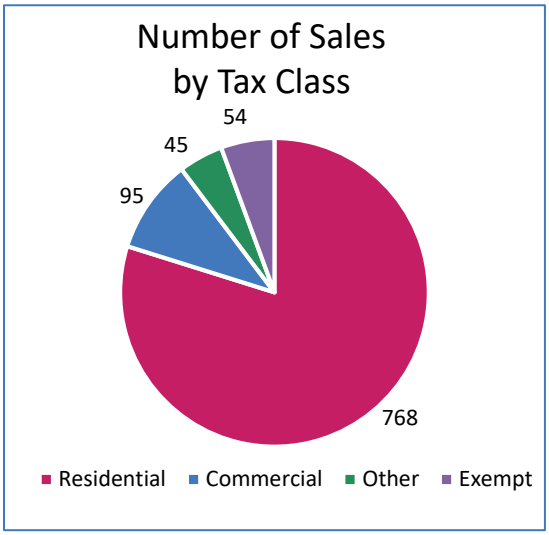
Property Sales

The Assessment-to-Sale Ratio on a single property is determined by dividing a property's assessed value by the property's sale price. The average (mean) of each property's ratio is how we determine the citywide Assessment-to-Sale Ratio. All property transfer returns recorded in the year are reviewed by our office. The data is downloaded and imported into our software program so we can review and validate all the information regarding the sale as well as update owner information. Our office is responsible for determining if each sale is valid ("arms-length") and whether that sale can be used for ratio studies.

The review process involves a combination of online research, phone calls, letters and on-site visits. Correctly identifying valid and invalid sales, as well as property characteristics at time of sale, is extremely important in order to produce an accurate ratio study. This ratio study is relied upon by both the Assessor's office and the DOR to determine the level of assessment each year.

The Wisconsin Department of Revenue (DOR) sets a standard Assessment - to-Sale Ratio level between 90 % and 110 %. All sales occurring in 2019 have been reviewed, validated, and submitted to DOR online.

Month	Sales Recorded and Reviewed
January	71
February	51
March	60
April	77
May	126
June	65
July	102
August	89
September	80
October	94
November	63
December	84
Total	962



CLASS		# OF SALES	ASSESSED VALUE	SALES VALUE	AGGREGATE RATIO	MEAN RATIO	MEDIAN RATIO	DISP COEFF	CONC COEFF	PRICE DIFFL
1 - RESIDENTIAL	VACANT	10	399,600	525,500	76.04	76.35	80.12	19.90	40.0	1.00
	IMPROVED	246	35,573,700	41,386,290	85.96	86.48	85.71	9.81	81.7	1.01
	TOTAL	256	35,973,300	41,911,790	85.83	86.08	85.70	10.20	80.9	1.00
2 - COMMERCIAL	VACANT	3	1,788,700	1,986,000	90.07	92.48	94.70	2.79	100.0	1.03
	IMPROVED	22	12,349,500	13,488,150	91.56	95.06	92.03	17.51	59.1	1.04
	TOTAL	25	14,138,200	15,474,150	91.37	94.75	92.30	15.81	64.0	1.04
TOTAL	VACANT	13	2,188,300	2,511,500	87.13	80.07	87.40	16.57	76.9	0.92
	IMPROVED	268	47,923,200	54,874,440	87.33	87.18	85.85	10.67	79.9	1.00
	TOTAL	281	50,111,500	57,385,940	87.32	86.86	85.92	10.95	80.1	0.99

FREQUENCY TABLE (IN # OF OCCURRENCES AND PERCENTS FROM MEDIAN)

			OTHER		-45%		-30%		-15%		+15%		+30%		+45%		OTHER	
			#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
1 - RESIDENTIAL	VACANT	10	1	10.0	0	0.0	2	20.0	2	20.0	2	20.0	3	30.0	0	0.0	0	0.0
	IMPROVED	246	0	0.0	1	0.4	23	9.4	99	40.2	102	41.5	13	5.3	3	1.2	5	2.0
	TOTAL	256	1	0.4	2	0.8	24	9.4	101	39.5	106	41.4	14	5.5	3	1.2	5	2.0
2 - COMMERCIAL	VACANT	3	0	0.0	0	0.0	0	0.0	1.5	50.0	1.5	50.0	0	0.0	0	0.0	0	0.0
	IMPROVED	22	0	0.0	1	4.6	4	18.2	6	27.3	7	31.8	1	4.6	1	4.6	2	9.1
	TOTAL	25	0	0.0	1	4.0	4	16.0	7.5	30.0	8.5	34.0	1	4.0	1	4.0	2	8.0
TOTAL	VACANT	13	1	7.7	1	7.7	1	7.7	3.5	26.9	6.5	50.0	0	0.0	0	0.0	0	0.0
	IMPROVED	268	0	0.0	2	0.8	25	9.3	107	39.9	107	39.9	15	5.6	4	1.5	8	3.0
	TOTAL	281	1	0.4	3	1.1	26	9.3	110.5	39.3	114.5	40.7	15	5.3	3	1.1	8	2.9

Based on 2019 sales, the City's overall Assessment-to-Sale Ratio was **87.32%**

The average ratio for residential property was **85.83%** based on 256 usable sales. The average ratio for commercial property was **91.37%** based on 25 usable sales.

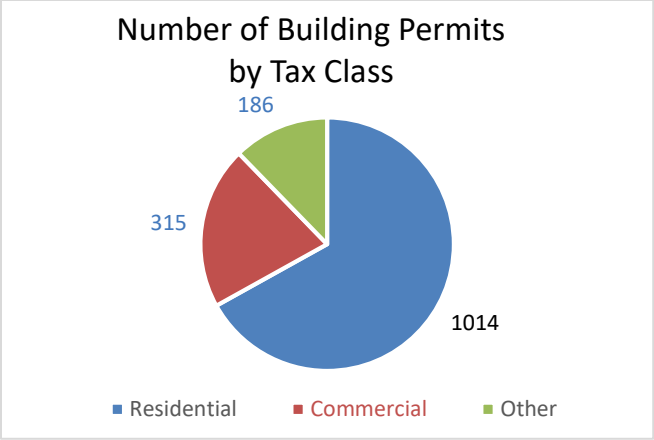
Other statistical metrics, such as the coefficient of dispersion and coefficient of concentration, are within acceptable limits. They are both measures of how well the sales data is grouped around the mean overall ratio.

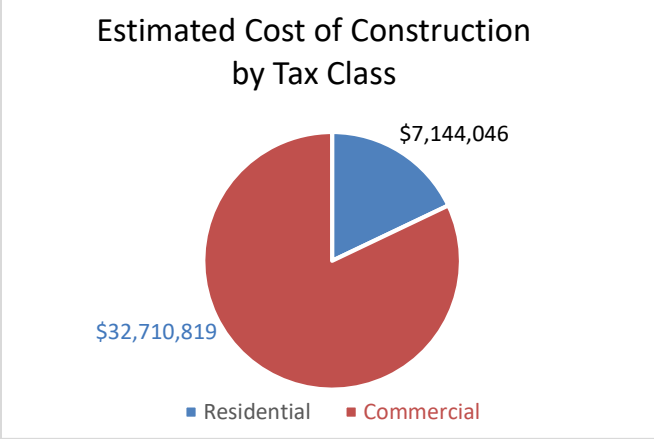
Building Permits

Building permits issued by the Building Inspection department provide the basis of our permit field work each year. Our office electronically imports all building permit data from their system each month so that we can manage our workflow and determine which permits we need to field for assessment purposes.

Any building permit for new construction, new additions, alterations and remodeling, addition of HVAC systems and several other permit types all require an on-site visit by our office. These visits allow us to verify changes made and determine if the changes impact the overall value of the property. If so, a change in assessment is made to more accurately capture the new market value of that property. For more detailed information about building permits, please refer to the Economic Development Annual Report.

The total number of building permits imported for assessment review: 1,515





Owner Requested Reviews

Throughout the year, a property owner has the right to discuss or otherwise question the assessment information or value of their property. The process for doing so involves contacting our office (usually by phone or email) to set up an appointment for us to visit the property. In completing a review, the first step we take is to verify that all the physical characteristics we have listed on a property are correct. Therefore, we require an on-site inspection for us to complete a review.

Once we have visited the property and updated our records with any changes, we complete our review by comparing the valuation to other similar properties (especially ones that have sold recently). If we are reviewing a commercial property, we also review income and expense data supplied by the owner to determine if the assessment makes sense given the financials of the property. Furthermore, we look at how those financials compare to the typical income and expense of similar properties.

Upon completion of our review, we contact the property owner either by phone, email or letter to notify them of our determination. If a change in value is made, the property owner will receive a notice of changed assessment prior to our scheduled Open Book and Board of Review. The notice will be mailed in accordance with State Statutes and provide adequate time for the property owner to contact us and contest if they still do not believe the value to be correct.

Certified Survey Maps (Splits and Combinations)

Throughout the year our office receives requests to combine and split parcels. These are processed as soon as they have been recorded by the County and are updated in our system promptly. New assessments are determined for all properties involved that were not otherwise removed from the assessment roll.

Other Office Work

Review of agricultural classification: Review status and number of acres used for agricultural use each year. Provide notification to County of any acres no longer being used for agricultural purposes so that an ag-use conversion fee can be calculated.

Income Surveys: Collection and analysis of income and expense surveys for applicable commercial properties. This is used to help build a database of typical income and expenses to be utilized when valuing commercial property using the “income approach”.

Notice of Changed Assessment: Mail notice of changed assessment for all properties having a change in value.

Open Book: Provide a designated time where property owners have an opportunity to discuss the assessment process and their assessed value with the Assessor.

Board of Review: Provide property owners with a means to formally object to their assessment to the Board if the property owner and Assessor are not in agreement.

Assessment Department Reports

The following section includes a brief synopsis of the reports that the Assessment office send to the City Clerk and/or the Department of Revenue at various points throughout the year.

Municipal Assessment Report (MAR)

This is used to report a taxation district's annual assessed values. It is a summary of all the Real Estate and Personal Property assessed values for the taxation district as of the close of January 1.

Attachment 3: *Can be found at the end of this report, labeled "Municipal Assessment Report"*

Department of Revenue Reports

The following section includes a brief synopsis of the various reports provided by the Department of Revenue pertaining to assessment.

Manufacturing Notification Rolls

The manufacturing notification roll identifies all real estate and personal property in the municipality currently classified as manufacturing for assessment purposes as of February 15th. The Department of Revenue will assess the properties in the notification roll. Typically made available in February of each year.

The Assessor's office uses this report to ensure that properties are not assessed by both the municipality and the State ("double assessed").

Manufacturing Full Value Rolls

The manufacturing full value roll contains the full market value (100%) assessment for all real estate located within the municipality currently classified as manufacturing. Typically made available in June of each year.

Equated Manufacturing Rolls

The manufacturing equated roll contains the full market value (100%) assessment for all real estate located within the municipality currently classified as manufacturing equated to the local level of assessment.

The Assessor's office uses this report to electronically import the values into our software. Although we are not responsible for these assessed values, we still maintain assessment history for each property.

The County is responsible for entering the State assessed values into their system for tax bill purposes. They are also responsible for filling an Equated Statement of Assessment, which combines the locally assessed values with the equated manufacturing values.

Equated Statement of Assessment

This report is a final Statement of Assessment, as filed by the Assessor for locally assessed property, with the inclusion of equated manufacturing values. Amendments made to this report after it is published will be accepted; however, the Department of Revenue will not repost a new Final-Equated Statement of Assessment to the website.

Summary of Aggregate Ratios

This report provides the calculated aggregate ratio for each municipality to be used for property tax bills. The ratio is a comparison of the municipality's total locally assessed value to the Department of Revenue's non-manufacturing base equalized value.

The 2020 Aggregate Ratio for the City of Stevens Point is **87.9914228%**

Major Class Comparison

This report provides a measurement of level of assessment and indicates whether the municipality complies with sec. 70.05 Assessment Compliance. Compliance is considered any ratio between 90% and 110% in the same year, at least once within a 5-year period. Additionally, there cannot be more than 10% difference between individual classes.

The following screen shot from the Department of Revenue's Final Major Class Comparison Report illustrates results of their analysis.

Year	Property Class	Municipal Assessed Value	DOR Base Value	% of DOR Base Value	Ratio (%)	Major Class Municipal Compliance Status	Type Of Notice Issued
2019	Residential	968,286,600	1,094,037,100	53.16	88.51	NO	
	Commercial	817,500,700	882,938,100	42.91	92.59	YES	
	Agricultural	112,700	117,800	0.01	95.67		
	Sum Of 5, 5M, 6, 7	440,800	410,400	0.02	107.41		
	Personal	76,329,900	80,347,300	3.90	95.00		
	Total	1,862,670,700	2,057,850,700	100.00	90.52	NO	
2018	Residential	962,849,800	1,023,934,300	54.72	94.03	YES	
	Commercial	758,108,700	774,509,600	41.39	97.88	YES	
	Agricultural	129,000	131,800	0.01	97.88		
	Sum Of 5, 5M, 6, 7	446,400	392,900	0.02	113.62		
	Personal	70,709,800	72,152,900	3.86	98.00		
	Total	1,792,243,700	1,871,121,500	100.00	95.78	YES	

The city's overall level of assessment for 2019 is 90.52% (as compared to last year's 95.78%). This is within a normal range and is compliant with state law. Sales continue to indicate an upward trend in residential values, resulting in a drop in level of assessment for residential from 94.03% to 88.51%. Action will be required in the next 5 years if the residential continues to remain below 90%. Sales continue to indicate an upward trend in commercial values, resulting in a drop in level of assessment for commercial from 97.88% to 92.59%. Keep in mind that the commercial level can vary widely from year to year since the number of sales is usually only a very small sample size.

Statement of Changes in Equalized Values

This report compares the previous year's Equalized Values to the current year's Equalized Values. It also details changes for both real and personal property and includes details of prior year corrections made under state las (sec. 70.57, Wis. Stats.). Information regarding estimated amount of economic change and new construction are also part of this report and are based on sales studies and other analysis performed by the Department of Revenue. The results of this report, mainly the final equalized value, are used to determine the municipality's County apportionment.

> ***Attachment 4****: A copy of this report can be found at the end of this report, labeled "Statement of Changes in Equalized Values"*

The following determinations were made upon the conclusion of their studies:

Residential Economic Change	4%	Residential New Construction	1%
Commercial Economic Change	1%	Commercial New Construction	2%

The Department of Revenue's estimations are used to calculate Base Value. The Base Value is then compared against the local assessed value to determine the level of assessment (as seen on the Major Class Comparison Report).

FINAL - EQUATED
STATEMENT OF ASSESSMENT FOR 2020

49	281	1330
CO	MUN	ACCT NO

☐ This is an Amended Return

FOR *CITY OF* (Town - Village - City) OF *STEVENS POINT* (Municipality Name) *PORTAGE COUNTY* (County Name)

Line No.	REAL ESTATE (See Lines 18 - 22 for other Real Estate)	PARCEL COUNT TOTAL LAND (Col. A)	PARCEL COUNT IMPROVEMENTS (Col. B)	NO. OF ACRES **WHOLE NUMBERS ONLY** (Col. C)	VALUE OF LAND (Col. D)	VALUE OF IMPROVEMENTS (Col. E)	TOTAL VALUE OF LAND AND IMPROVEMENTS (Col. F)
1	RESIDENTIAL - Class 1	7,352	6,945	3,173	159,104,200	814,818,800	973,923,000
2	COMMERCIAL - Class 2	908	787	1,899	134,053,800	696,683,900	830,737,700
3	MANUFACTURING - Class 3	30	26	243	5,420,200	44,691,100	50,111,300
4	AGRICULTURAL - Class 4	24		558	101,900		101,900
5	UNDEVELOPED - Class 5	13		57	114,500		114,500
6	AGRICULTURAL FOREST - Class 5m	8		99	298,300		298,300
7	FOREST LANDS - Class 6	0		0	0		0
8	OTHER - Class 7	5	5	5	3,000	25,000	28,000
9	TOTAL - ALL COLUMNS	8,340	7,763	6,034	299,095,900	1,556,218,800	1,855,314,700
10	NUMBER OF PERSONAL PROPERTY ACCOUNTS IN ROLL			1,071	LOCALLY ASSESSED	MANUFACTURING	MERGED
11	BOATS AND OTHER WATERCRAFT NOT EXEMPT - Code 1				0	0	0
12	MACHINERY,TOOLS AND PATTERNS - Code 2					5,168,100	5,168,100
13	FURNITURE, FIXTURES AND EQUIPMENT - Code 3				59,096,100	2,229,300	61,325,400
14	ALL OTHER PERSONAL PROPERTY NOT EXEMPT - Codes 4A, 4B, 4C				14,086,400	1,073,600	15,160,000
15	TOTAL OF PERSONAL PROPERTY NOT EXEMPT (Total of Lines 11-14)				73,182,500	8,471,000	81,653,500
16	**AGGREGATE ASSESSED VALUE OF ALL PROPERTY SUBJECT TO THE GENERAL PROPERTY TAX (Total of Lines 9F and 15F) MUST EQUAL TOTAL VALUE OF THE SCHOOL DISTRICTS (K-12 PLUS K-8) - Line 50, Col. F**						1,936,968,200

17	BOARD OF REVIEW DATE OF FINAL ADJOURNMENT	06/03/2020	Name of Assessor	CITY ASSESSORS OFFICE	Telephone #	(715) 346-1553

REMARKS

The Assessment Ratio to be used in calculating the estimated Fair Market Value on tax bills for this tax district is .879914228
This ratio should be used to convert assessed values to "Calculate Equalized Values" in Step 1 of the Lottery and Gaming Credit Calculations.
This ratio should be used in the "Computation of Tax Equivalent" schedule of the Annual Reports filed by the municipal electric, gas and water utilities with the Public Service Commission

FOREST CROP AND OTHER EXEMPT LAND

2020	49	281	1330
YEAR	*CO*	*MUN*	*ACCT NO*

FOREST LANDS (Line 7) and FOREST CROPS (in this section) - are **NOT** the same

18	**Private Forest Crop - Reg Class @ 10¢ per acre**			**Private Forest Crop - Reg Class @ $2.52 per acre**		
	(a) PARCELS	(b) ACRES	(c) ASSESSED VALUE	(d) PARCELS	(e) ACRES	(f) ASSESSED VALUE
19	**Private Forest Crop - Special Class @ 20¢ per acre**			**Entered Before 2005 Managed Forest - Ferrous Mining CLOSED @ $7.87 per acre**		
	(a) PARCELS	(b) ACRES	(c) ASSESSED VALUE	(d) PARCELS	(e) ACRES	(f) ASSESSED VALUE
20	**Entered Before 2005 Managed Forest - OPEN @ 74 ¢ per acre**			**Entered Before 2005 Managed Forest - CLOSED @ $1.75 per acre**		
	(a) PARCELS	(b) ACRES	(c) ASSESSED VALUE	(d) PARCELS	(e) ACRES	(f) ASSESSED VALUE
21	**Entered After 2004 Managed Forest - OPEN @ $2.04 per acre**			**Entered After 2004 Managed Forest - CLOSED @ $ 10.20 per acre**		
	(a) PARCELS	(b) ACRES	(c) ASSESSED VALUE	(d) PARCELS	(e) ACRES	(f) ASSESSED VALUE

22	(a) **County Forest Cropland Acres**	(b) **Federal Acres**	(c) **State Acres**	(d) **County (NOT FOREST CROP) Acres**	(e) **Other Acres**
			423.68	96.72	3,225.78

23	**Assessed Value of Omitted Property From Prior Years (Sec. 70.44)**		**Assessed Value of Sec. 70.43 Corrections of Errors by Assessors**	
	(a) REAL ESTATE	(b) PERSONAL	(c1) REAL ESTATE	(c2) PERSONAL
	Manufacturing Equated Value of Omitted Property From Prior Years (Sec. 70.995)		**Mfg. Equated Value of Sec.70.43 Corrections of Errors by Assessors**	
	(d) REAL ESTATE	(e) PERSONAL	(f1) REAL ESTATE	(f2) PERSONAL

SPECIAL DISTRICTS

Line No.	Enter 6-digit Special District Code (*Col. A*)	Account Number (*Col. B*)	Special District Name (*Col. C*)	Locally Assessed Value of Real Estate and Personal Property (*Col. D*)	Mfg Value of Real Estate and Personal Property (*Col. E*)	Merged Value of Real Estate and Personal Property (*Col. F*)
24	498040	0307	MCDILL PROTECTION & REHAB DISTRICT	38,318,300	7,700	38,326,000
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						

SCHOOL DISTRICTS

2020	49	281	1330
YEAR	CO	MUN	ACCT NO

Line No.	Enter 6-digit School District Code *(Col. A)*	Account Number *(Col. B)*	School District Name *(Col. C)*	Locally Assessed Value of Real Estate and Personal Property *(Col. D)*	Mfg Value of Real Estate and Personal Property *(Col. E)*	Merged Value of Real Estate and Personal Property *(Col. F)*
	A. SCHOOL DISTRICTS (K-8 and K-12)					
36	495607	0297	SCH D OF STEVENS POINT AREA	1,878,385,900	58,582,300	1,936,968,200
37						
38						
39						
40						
41						
42						
43						
44						
45						
46						
47						
48						
49						
50	TOTAL ASSESSED VALUE OF SCHOOL DISTRICTS (K-8 and K-12)			1,878,385,900	58,582,300	1,936,968,200
	B. UNION HIGH SCHOOL DISTRICTS					
51						
52						
53						
54						
55	TOTAL ASSESSED VALUE OF UNION HIGH SCHOOLS					
	C. TECHNICAL COLLEGE DISTRICTS					
56	001400	0013	MID-STATE TECHNICAL COLLEGE WRAP	1,878,385,900	58,582,300	1,936,968,200
57						
58						
59	TOTAL ASSESSED VALUE OF TECHNICAL COLLEGES			1,878,385,900	58,582,300	1,936,968,200

I hereby certify, to the best of my knowledge and belief, this form is complete and correct.

Name	Title	Submission date
		06 / 12 / 2020

Phone	Email address
( ) -	

LGSSOA101WI -PA-521C (R. 9-18) (Sec. 70.53)

FINAL STATEMENT OF ASSESMENT (SOA)

- Each municipality's SOA is completed after the Board of Review and includes any changes made to the locally assessed values, under state law (sec. 70.53, Wis. Stats.)
- The Wisconsin Department of Revenue (DOR) merges the locally assessed values with the state assessed manufacturing values
- DOR provides the information regarding district names and codes. If a district is not listed, contact DOR.

Note: *If you submit an amended SOA to DOR after your municipality's SOA is equated and posted to our website, we will process the SOA. However, DOR will not recalculate the aggregate ratio or update the final SOA posted on our website. You should use the corrected values to calculate your tax rates.*

Page 1: Real Estate and Personal Property

- Lines 1-9 — assessed real estate values, parcel counts and acres by classification
- Lines 10-15 — assessed personal property values and number of accounts by class
- Line 16 — aggregate assessed value of all property subject to general property; use to calculate tax rates. Note: This line equals the total assessed value of K-8 and K-12 school districts (Line 50) and total assessed value of technical colleges (Line 59).
- Remarks — assessment ratio used to calculate estimated fair market value on property tax bills

Page 2: Forest Crop, Other Exempt Land and Special Districts

- Lines 18-21 — private forest crop and managed forest lands assessed values
- Line 22 — tax exempt land acres
- Line 23 — prior years assessed value of omitted property under sec. 70.44 and correction of errors under sec. 70.43 shown by locally assessed or manufacturing real estate and personal property. Note: If there is an amount on this line, report the corresponding tax in the Statement of Taxes, Sections J or K.
- Lines 24-35 — special district assessed values. These values are used to calculate tax rates for the special districts.

Page 3: School Districts

- Lines 36-50 — school districts (K-8 and K-12) assessed values. These values are used to calculate tax rates for school districts.
- Lines 51-55 — union high school district assessed values. These values are used to calculate tax rates for union high school districts.
- Lines 56-59 — technical college assessed values. These values are used to calculate tax rates for technical colleges.

If you have questions: Email: lgs@wisconsin.gov
Phone: (608) 266-2569 or (608) 264-6892
Fax: (608) 264-6887

KARI YENTER
CITY OF STEVENS POINT
1515 STRONGS AVE
STEVENS POINT, WI 54481

LGSSOA101WI -PA-521C (R. 9-18) (Sec. 70.53)

2020 Statement of Changes in TID Value
Wisconsin Department of Revenue
Equalization Bureau

County	49	Portage
City	281	Stevens Point
TID #	005	TID Type - Blight post-95
School District	5607	Sch D of Stevens Point Area

Special District - 1	None
Special District - 2	None
Special District - 3	None
Union High	None

Current Year Value

	Assessed Value *	Ratio	DOR Full Value	Amended Full Value **	Final Full Value
Non-Manufacturing Real Estate and Personal Property	$123,987,900	85.60%	$144,845,700		$144,845,700
Manufacturing Real Estate			$209,900		$209,900
Manufacturing Personal Property			$6,100		$6,100
Prior Year Corrections:					
Non-Manufacturing Real Estate and Personal Property			-$452,400		-$452,400
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Frozen Overlap Value					$0
Current Year TID Value					$144,609,300
2005 TID Base Value					$37,940,700
TID Increment Value					$106,668,600

* Municipal Assessor's final values filed on 06/05/2020

** Amended Full Value based on information from Municipal Assessor

Changes in TID Equalized Values

2019 TID Value	2020 TID Value	Dollar Change	% Change
$120,333,300	$144,609,300	$24,276,000	20

2020 Statement of Changes in TID Value
Wisconsin Department of Revenue
Equalization Bureau

County	49	Portage
City	281	Stevens Point
TID #	006	TID Type - Reh/Cons post-95
School District	5607	Sch D of Stevens Point Area

Special District - 1	None
Special District - 2	None
Special District - 3	None
Union High	None

Current Year Value

	Assessed Value *	Ratio	DOR Full Value	Amended Full Value **	Final Full Value
Non-Manufacturing Real Estate and Personal Property	$35,510,800	85.60%	$41,484,600		$41,484,600
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$8,700		$8,700
Prior Year Corrections:					
Non-Manufacturing Real Estate and Personal Property			-$219,500		-$219,500
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Frozen Overlap Value					$18,681,900
Current Year TID Value					$59,955,700
2006 TID Base Value					$46,305,600
TID Increment Value					$13,650,100

* Municipal Assessor's final values filed on 06/05/2020

** Amended Full Value based on information from Municipal Assessor

Changes in TID Equalized Values

2019 TID Value	2020 TID Value	Dollar Change	% Change
$58,199,700	$59,955,700	$1,756,000	3

2020 Statement of Changes in TID Value
Wisconsin Department of Revenue
Equalization Bureau

County	49	Portage
City	281	Stevens Point
TID #	007	TID Type - Mixed-Use
School District	5607	Sch D of Stevens Point Area

Special District - 1	None
Special District - 2	None
Special District - 3	None
Union High	None

Current Year Value

	Assessed Value *	Ratio	DOR Full Value	Amended Full Value **	Final Full Value
Non-Manufacturing Real Estate and Personal Property	$35,971,300	85.60%	$42,022,500		$42,022,500
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Prior Year Corrections:					
Non-Manufacturing Real Estate and Personal Property			-$151,500		-$151,500
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Frozen Overlap Value					$0
Current Year TID Value					$41,871,000
2008 TID Base Value					$10,913,900
TID Increment Value					$30,957,100

* Municipal Assessor's final values filed on 06/05/2020

** Amended Full Value based on information from Municipal Assessor

Changes in TID Equalized Values

2019 TID Value	2020 TID Value	Dollar Change	% Change
$40,155,100	$41,871,000	$1,715,900	4

2020 Statement of Changes in TID Value
Wisconsin Department of Revenue
Equalization Bureau

County	49	Portage
City	281	Stevens Point
TID #	008	TID Type - Mixed-Use
School District	5607	Sch D of Stevens Point Area

Special District - 1	None
Special District - 2	None
Special District - 3	None
Union High	None

Current Year Value

	Assessed Value *	Ratio	DOR Full Value	Amended Full Value **	Final Full Value
Non-Manufacturing Real Estate and Personal Property	$14,283,100	85.60%	$16,685,900		$16,685,900
Manufacturing Real Estate			$12,321,400		$12,321,400
Manufacturing Personal Property			$864,000		$864,000
Prior Year Corrections:					
Non-Manufacturing Real Estate and Personal Property			-$57,600		-$57,600
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Frozen Overlap Value					$0
Current Year TID Value					$29,813,700
2010 TID Base Value					$19,785,300
TID Increment Value					$10,028,400

* Municipal Assessor's final values filed on 06/05/2020

** Amended Full Value based on information from Municipal Assessor

Changes in TID Equalized Values

2019 TID Value	2020 TID Value	Dollar Change	% Change
$28,487,000	$29,813,700	$1,326,700	5

2020 Statement of Changes in TID Value
Wisconsin Department of Revenue
Equalization Bureau

County	49	Portage
City	281	Stevens Point
TID #	009	TID Type - Industrial Post-04
School District	5607	Sch D of Stevens Point Area

Special District - 1	None
Special District - 2	None
Special District - 3	None
Union High	None

Current Year Value

	Assessed Value *	Ratio	DOR Full Value	Amended Full Value **	Final Full Value
Non-Manufacturing Real Estate and Personal Property	$129,011,900	85.60%	$150,714,800		$150,714,800
Manufacturing Real Estate			$15,451,200		$15,451,200
Manufacturing Personal Property			$1,182,700		$1,182,700
Prior Year Corrections:					
Non-Manufacturing Real Estate and Personal Property			-$546,000		-$546,000
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Frozen Overlap Value					$0
Current Year TID Value					$166,802,700
2013 TID Base Value					$58,229,400
TID Increment Value					$108,573,300

* Municipal Assessor's final values filed on 06/05/2020

** Amended Full Value based on information from Municipal Assessor

Changes in TID Equalized Values

2019 TID Value	2020 TID Value	Dollar Change	% Change
$159,537,400	$166,802,700	$7,265,300	5

2020 Statement of Changes in TID Value
Wisconsin Department of Revenue
Equalization Bureau

County	49	Portage
City	281	Stevens Point
TID #	010	TID Type - Reh/Cons post-95
School District	5607	Sch D of Stevens Point Area

Special District - 1	None
Special District - 2	None
Special District - 3	None
Union High	None

Current Year Value

	Assessed Value *	Ratio	DOR Full Value	Amended Full Value **	Final Full Value
Non-Manufacturing Real Estate and Personal Property	$43,216,300	85.60%	$50,486,300		$50,486,300
Manufacturing Real Estate			$258,800		$258,800
Manufacturing Personal Property			$27,700		$27,700
Prior Year Corrections:					
Non-Manufacturing Real Estate and Personal Property			$0		$0
Manufacturing Real Estate			$0		$0
Manufacturing Personal Property			$0		$0
Frozen Overlap Value					$0
Current Year TID Value					$50,772,800
2019 TID Base Value					$49,132,300
TID Increment Value					$1,640,500

* Municipal Assessor's final values filed on 06/05/2020

** Amended Full Value based on information from Municipal Assessor

Changes in TID Equalized Values

2019 TID Value	2020 TID Value	Dollar Change	% Change
$49,132,300	$50,772,800	$1,640,500	3

Form MAR	MUNICIPAL ASSESSMENT REPORT	WI Dept of Revenue

Assessment Year	Report Type	Comu Code	Auth Code	- OR -	
2020	FINAL	49281	1330		PORTAGE CITY CITY OF STEVENS POINT

This report is required by the Wisconsin Department of Revenue under sec. 73.03(5), Wis. Stats., and assists in determining the Equalized Value of each taxation district. Reports may be filed electronically from the fourth Monday of April through January 31, 2021.

File this report as early as possible, but no later than the second Monday in June.

- File a "Final" report by the second Monday in June if the Board of Review has adjourned.
- File an "Estimated" report by the second Monday in June if the Board of Review has not adjourned and then file a "Final" report within 10 days after the final adjournment.
- File an "Amended" report only to make corrections to your "Final" report. "Amended" reports must be filed by January 31, 2021.
- You are responsible to file the Municipal Assessment Report (MAR) timely and with correct information.

Assessor Information

Name of assessor or assessment firm	Employment type
Steven J Shepro	CONTRACT ASSESSOR
Name of person signing assessment roll affidavit	**Certification level of person signing assessment roll affidavit**
Steven J Shepro	ASSESSOR 2

Assessor comments:

Assessment Information

Report type	Assessment type	CAMA software name
FINAL	MAINTENANCE	MARKET DRIVE
Open Book - anticipated date	**Open Book - final date**	**Municipal estimated level of assessment %**
	05/26/2020	87
Board of Review - anticipated date	**Board of Review - final date**	**TID estimated level of assessment %**
	06/03/2020	87

CLASS 1 RESIDENTIAL		Prior Year SOA	Current Year Assessment
	Land parcel count	7,353	7,352
	Improvement parcel count	6,934	6,945
	# Acres (whole acres)	3,175	3,173
	Land assessed value	159,118,200	159,104,200
	Improvement assessed value	809,168,400	814,818,800
	Total Assessed Value	968,286,600	973,923,000

Increases			Decreases		
Gains in Territory by Annexation or Boundary Adjustment.	Land	0	Losses in Territory by Annexation or Boundary Adjustment.	Land	0
	Improvement	0		Improvement	0
	Total			Total	
Comments - all municipalities losing territory			Comments - all municipalities gaining territory		
Higher land use New plats New Land improvements New construction	Land	75,700	Property physically destroyed or removed	Land	0
	Improvement	6,131,700		Improvement	136,200
	Total	6,207,400		Total	136,200
Comments			Comments		
Property revalued due to removal of extreme economic obsolescence or removal of contamination	Land	0	Property revalued due to extreme economic obsolescence or contamination	Land	0
	Improvement	0		Improvement	0
	Total			Total	
Comments			Comments		
Property formerly exempt and now assessed as Real Estate, and/or Personal Property now assessed as Real Estate	Land	1,500	Property formerly assessed as Real Estate and now exempt, and/or Real Estate now assessed as Personal Property	Land	66,300
	Improvement	0		Improvement	131,100
	Total	1,500		Total	197,400
Comments			Comments		
Increase due to Revaluation	Land	27,000	Decrease due to Revaluation	Land	38,200
	Improvement	581,800		Improvement	795,800
	Total	608,800		Total	834,000
Comments			Comments		
Shift FROM Manufacturing to Residential	Land	0	Shift TO Manufacturing from Residential	Land	0
	Improvement	0		Improvement	0
	Total			Total	
Total # of parcels shifting FROM Manufacturing		0	Total # of parcels shifting TO Manufacturing		0
Comments			Comments		

Net Value of shifts to or from Residential (exclude manufacturing)	(+/-)	Net Value of Shift	Comments - Net Value of shifts to or from Residential
Land	-	-13,700	
Improvement		0	
Total		-13,700	

CLASS 2 COMMERCIAL		Prior Year SOA	Current Year Assessment
	Land parcel count	903	908
	Improvement parcel count	783	788
	# Acres (whole acres)	1,894	1,899
	Land assessed value	132,549,300	134,053,800
	Improvement assessed value	684,951,400	696,683,900
	Total Assessed Value	817,500,700	830,737,700

Increases

Gains in Territory by Annexation or Boundary Adjustment.	Land	0
	Improvement	0
	Total	

Comments - all municipalities losing territory

Higher land use New plats New Land improvements New construction	Land	641,400
	Improvement	14,916,600
	Total	15,558,000

Comments
John Parker Development, LLC: Office building and ramp structure complete

Property revalued due to removal of extreme economic obsolescence or removal of contamination	Land	0
	Improvement	0
	Total	

Comments

Property formerly exempt and now assessed as Real Estate, and/or Personal Property now assessed as Real Estate	Land	1,232,100
	Improvement	150,100
	Total	1,382,200

Comments

Increase due to Revaluation	Land	40,400
	Improvement	486,400
	Total	526,800

Comments

Shift FROM Manufacturing to Commercial	Land	17,600
	Improvement	0
	Total	17,600

Total # of parcels shifting FROM Manufacturing 1

Comments
24-0832300264 shifted to commercial (new parcel from split of 24-0832300259)

Decreases

Losses in Territory by Annexation or Boundary Adjustment.	Land	0
	Improvement	0
	Total	

Comments - all municipalities gaining territory

Property physically destroyed or removed	Land	0
	Improvement	924,500
	Total	924,500

Comments
K/M Stevens Point LLC: Razed old Kmart building = -$673,100

Property revalued due to extreme economic obsolescence or contamination	Land	0
	Improvement	0
	Total	

Comments

Property formerly assessed as Real Estate and now exempt, and/or Real Estate now assessed as Personal Property	Land	161,600
	Improvement	6,100
	Total	167,700

Comments

Decrease due to Revaluation	Land	191,000
	Improvement	2,890,000
	Total	3,081,000

Comments

Shift TO Manufacturing from Commercial	Land	88,100
	Improvement	0
	Total	88,100

Total # of parcels shifting TO Manufacturing 1

Comments
23-0802100303 shifted to MFG (now combined with 23-0802100108)

Net Value of shifts to or from Commercial (exclude manufacturing)	(+/-)	Net Value of Shift
Land	+	13,700
Improvement		0
Total		13,700

Comments - Net Value of shifts to or from Commercial
24-0832202054 shift from residential to commercial

CLASS 4 AGRICULTURAL		Prior Year SOA	Current Year Assessment
	Parcel count	25	24
	# Acres (whole acres)	583	558
	Total Assessed Value	112,700	101,900

	Acres	Total Assessed Value	OPTIONAL Information (Optional acres listed below must also be included in the required Class 4 Acres)	Acres	Total Assessed Value
1st grade tillable	506	95,100	Orchard	0	0
2nd grade tillable	40	6,300	Christmas tree	0	0
3rd grade tillable	0	0	Irrigated / muck	0	0
Pasture	12	500	Aquaculture ponds	0	0
Cranberry bed	0	0	Frac sand agriculture	0	0
Total Class 4 Acres	558	101,900	All other specialty	0	0
			Specialty type(s) description:		

CLASS 5 UNDEVELOPED		Prior Year SOA	Current Year Assessment
	Parcel count	13	13
	# Acres (whole acres)	57	57
	Total Assessed Value	114,500	114,500

	Acres	Total Assessed Value		Acres	Total Assessed Value
Fallow	0	0	Ponds	0	0
Swamp	55	114,000	Lake bed / river bottom	0	0
Waste	0	0	Water frontage	0	0
Road right-of-way	2	500	All other specialty	0	0
Conservation easement	0	0	Total Class 5 Acres	57	114,500
Frac sand	0	0	Specialty type(s) description:		

CLASS 5m AGRICULTURAL FOREST		Prior Year SOA	Current Year Assessment
	Parcel count	8	8
	# Acres (whole acres)	99	99
	Total Assessed Value	298,300	298,300

	Acres	Total Assessed Value		Acres	Total Assessed Value
Primary agricultural forest	0	0	Water frontage	0	0
Secondary agricultural forest	99	298,300	All other specialty	0	0
Residual agricultural forest	0	0	Total Class 5m Acres	99	298,300
Conservation easement	0	0	Specialty type(s) description:		
Frac sand agricultural forest	0	0			

CLASS 6 FOREST		Prior Year SOA	Current Year Assessment
	Parcel count	0	0
	# Acres (whole acres)	0	0
	Total Assessed Value	0	0

	Acres	Total Assessed Value		Acres	Total Assessed Value
Primary forest	0	0	Water frontage	0	0
Secondary forest	0	0	All other specialty	0	0
Residual forest	0	0	Total Class 6 Acres		
Conservation easement	0	0	Specialty type(s) description:		
Frac sand forest	0	0			

CLASS 7 OTHER		Prior Year SOA	Current Year Assessment
	Land parcel count	5	5
	Improvement parcel count	5	5
	# Acres (whole acres)	5	5
	Land assessed value	3,000	3,000
	Improvement assessed value	25,000	25,000
	Total Assessed Value	28,000	28,000

Increases			Decreases		
Gains in Territory by Annexation or Boundary Adjustment.	Improvement	0	Losses in Territory by Annexation or Boundary Adjustment.	Improvement	0
Comments - all municipalities losing territory			Comments - all municipalities gaining territory		
Higher land use New plats New Land improvements New construction	Improvement	0	Property physically destroyed or removed	Improvement	0
Comments			Comments		
Property revalued due to removal of extreme economic obsolescence or removal of contamination	Improvement	0	Property revalued due to extreme economic obsolescence or contamination	Improvement	0
Comments			Comments		
Property formerly exempt and now assessed as Real Estate, and/or Personal Property now assessed as Real Estate	Improvement	0	Property formerly assessed as Real Estate and now exempt, and/or Real Estate now assessed as Personal Property	Improvement	0
Comments			Comments		
Increase due to Revaluation	Improvement	0	Decrease due to Revaluation	Improvement	0
Comments			Comments		
Shift FROM Manufacturing to Other	Improvement	0	Shift TO Manufacturing from Other	Improvement	0
Total # of parcels shifting FROM Manufacturing		0	Total # of parcels shifting TO Manufacturing		0
Comments			Comments		
Net Value of shifts to or from Other (exclude manufacturing)	(+/-) Improvement	Net Value of Shift 0	Comments - Net Value of shifts to or from Other		

Class 7 Acre Information			
	Acres	Total Assessed Value	
General agricultural site acres	5		Comments:
Mega dairy farm site acres	0	0	
Cranberry land improvement site acres.....	0	0	
Total Class 7 Acres	5		

Class 7 Cranberry Improvement Information		
Prior year cranberry improvement assessed value	0	Comments:
Current year cranberry improvement assessed value	0	

Additional Acre Information		
	Prior Year SOA Acres	Current Year Acres
Managed forest land (MFL)	0	0
Private forest crop (PFC)	0	0
All other exempt	3,714	3,746

Total Acres in Taxation District (assessed plus exempt)		
Prior Year SOA Total # of Acres in Taxation Distict	Current Year Total # of Acres in Taxation District	Difference
9,527	9,537	10

Personal Property

Boats and Other Watercraft		
	Prior Year	Current Year
Number of accounts	0	0
Assessed value	0	0
Comments - boats and other watercraft		

Furniture, Fixtures and Equipment		
	Prior Year	Current Year
Number of accounts	988	960
Assessed value	61,639,100	59,096,100
Comments - furniture, fixtures and equipment		

All Other Personal Property		
All Other	Prior Year	Current Year
Number of accounts	486	479
Assessed value		4,509,900
Buildings on Leased Land	Prior Year	Current Year
Number of accounts	34	33
Assessed value		9,576,500
Mobile Homes	Prior Year	Current Year
Number of accounts	0	0
Assessed value		0
Total All Other Personal Property	Prior Year	Current Year
Number of accounts	520	512
Assessed value	14,690,800	14,086,400
Comments - all other personal property		

Total Personal Property		
	Prior Year	Current Year
Number of accounts	1,508	1,472
Assessed value	76,329,900	73,182,500
Comments - total personal property		

Tax Incremental District (TID) Assessment Report

WI Dept of Revenue

TID # 005 PORTAGE COUNTY, CITY OF STEVENS POINT SPLIT WITH 0 COUNTY	District Code	TID Account Number	Prior Year Assessed Value	Current Year Assessed Values		
				Real Estate	Personal Property	Total
School Districts						
SCH D OF STEVENS POINT AREA	495607	1503	108,603,300	112,659,900	11,328,000	123,987,900
Total for Regular School Districts			**108,603,300**	**112,659,900**	**11,328,000**	**123,987,900**
Total TID Value # 005			**108,603,300**	**112,659,900**	**11,328,000**	**123,987,900**

TID comments

3 tax key numbers added: 24-0829140021, 24-0829140022, 24-0829140023

Tax Incremental District (TID) Assessment Report

WI Dept of Revenue

TID # 006 PORTAGE COUNTY, CITY OF STEVENS POINT SPLIT WITH 0 COUNTY	District Code	TID Account Number	Prior Year Assessed Value	Current Year Assessed Values		
				Real Estate	Personal Property	Total
School Districts						
SCH D OF STEVENS POINT AREA	495607	1611	52,694,800	32,969,100	2,541,700	35,510,800
Total for Regular School Districts			**52,694,800**	**32,969,100**	**2,541,700**	**35,510,800**
Total TID Value # 006			**52,694,800**	**32,969,100**	**2,541,700**	**35,510,800**

TID comments

Many parcels reassigned to new TID (10)

Tax Incremental District (TID) Assessment Report

WI Dept of Revenue

TID # 007 PORTAGE COUNTY, CITY OF STEVENS POINT SPLIT WITH 0 COUNTY	District Code	TID Account Number	Prior Year Assessed Value	Current Year Assessed Values		
				Real Estate	Personal Property	Total
School Districts						
SCH D OF STEVENS POINT AREA	495607	1789	36,373,200	32,549,700	3,421,600	35,971,300
Total for Regular School Districts			**36,373,200**	**32,549,700**	**3,421,600**	**35,971,300**
Total TID Value # 007			**36,373,200**	**32,549,700**	**3,421,600**	**35,971,300**

TID comments

2 tax key numbers added: 23-0802400210, 23-0802400211

Tax Incremental District (TID) Assessment Report

WI Dept of Revenue

TID # 008 PORTAGE COUNTY, CITY OF STEVENS POINT SPLIT WITH 0 COUNTY	District Code	TID Account Number	Prior Year Assessed Value	Current Year Assessed Values		
				Real Estate	Personal Property	Total
School Districts						
SCH D OF STEVENS POINT AREA	495607	1884	13,825,300	14,125,000	158,100	14,283,100
Total for Regular School Districts			**13,825,300**	**14,125,000**	**158,100**	**14,283,100**
Total TID Value # 008			**13,825,300**	**14,125,000**	**158,100**	**14,283,100**

TID comments

Tax Incremental District (TID) Assessment Report

WI Dept of Revenue

TID # 009 PORTAGE COUNTY, CITY OF STEVENS POINT SPLIT WITH 0 COUNTY	District Code	TID Account Number	Prior Year Assessed Value	Current Year Assessed Values		
				Real Estate	Personal Property	Total
School Districts						
SCH D OF STEVENS POINT AREA	495607	2015	131,087,500	120,895,700	8,116,200	129,011,900
Total for Regular School Districts			**131,087,500**	**120,895,700**	**8,116,200**	**129,011,900**
Total TID Value # 009			**131,087,500**	**120,895,700**	**8,116,200**	**129,011,900**

TID comments

4 tax key numbers added: 23-0801120003, 23-0801120004, 23-0801120005, 23-0802100108

Tax Incremental District (TID) Assessment Report

WI Dept of Revenue

TID # 010 PORTAGE COUNTY, CITY OF STEVENS POINT SPLIT WITH 0 COUNTY	District Code	TID Account Number	Prior Year Assessed Value	Current Year Assessed Values		
				Real Estate	Personal Property	Total
School Districts						
SCH D OF STEVENS POINT AREA	495607	2436	0	40,240,000	2,976,300	43,216,300
Total for Regular School Districts			**0**	**40,240,000**	**2,976,300**	**43,216,300**
Total TID Value # 010			**0**	**40,240,000**	**2,976,300**	**43,216,300**

TID comments

TIF 10 is new for 2020

Preparer Information

Name	Title
STEVE SHEPRO	ASSESSOR
Email	**Phone**
SSHEPRO@STEVENSPOINT.COM	715-346-1553

Signature Statement

Under penalties of law, I declare this form and all attachments are true, correct and complete to the best of my knowledge and belief.

Do you agree with the statement above?

[X] **YES** [ ] **NO**

Submission Information

You successfully submitted your form. Save and/or print a copy for your records.

Co-muni code: 49281

Submission date: 06-05-2020 04:29 PM

Confirmation: MAR20201330O1591387911349

Submission type: ORIGINAL

WISCONSIN DEPARTMENT OF REVENUE
2020 STATEMENT OF CHANGES IN EQUALIZED VALUES BY CLASS AND ITEM

County 49 Portage
City 281 Stevens Point

REAL ESTATE	2019 RE Equalized Value	Removal of Prior Year Compensation	% Change	$ Amount of Economic Change	% Change	$ Amount of New Constr	% Change	Correction & Compensation	% Change	$ Amount of All Other Changes	% Change	2020 RE Equalized Value	Total $ Change in R.E. Value	% Change
Residential														
Land	188,325,400	0	0%	6,968,000	4%	87,000	0%	0	0%	-96,500	0%	195,283,900	6,958,500	4%
Imp	905,723,100	0	0%	33,511,300	4%	7,047,900	1%	-22,800	0%	-310,300	0%	945,949,200	40,226,100	4%
Total	1,094,048,500	0	0%	40,479,300	4%	7,134,900	1%	-22,800	0%	-406,800	0%	1,141,233,100	47,184,600	4%
Commercial														
Land	125,645,400	0	0%	1,093,100	1%	737,200	1%	0	0%	1,213,400	1%	128,689,100	3,043,700	2%
Imp	757,292,700	0	0%	6,588,400	1%	17,145,500	2%	0	0%	-865,300	0%	780,161,300	22,868,600	3%
Total	882,938,100	0	0%	7,681,500	1%	17,882,700	2%	0	0%	348,100	0%	908,850,400	25,912,300	3%
Manufacturing														
Land	5,913,100	0	0%	169,100	3%	0	0%	0	0%	77,800	1%	6,160,000	246,900	4%
Imp	48,168,400	0	0%	1,370,300	3%	1,523,700	3%	0	0%	-272,400	-1%	50,790,000	2,621,600	5%
Total	54,081,500	0	0%	1,539,400	3%	1,523,700	3%	0	0%	-194,600	0%	56,950,000	2,868,500	5%
Agricultural														
Land/Total	117,800	0	0%	4,600	4%	0	0%	0	0%	-5,400	-5%	117,000	-800	-1%
Undeveloped														
Land/Total	51,700	0	0%	-1,400	-3%	0	0%	0	0%	0	0%	50,300	-1,400	-3%
Ag Forest														
Land/Total	287,100	0	0%	0	0%	0	0%	0	0%	0	0%	287,100	0	0%
Forest														
Land/Total	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0%
Other														
Land	45,300	0	0%	-800	-2%	0	0%	0	0%	0	0%	44,500	-800	-2%
Imp	26,300	0	0%	-500	-2%	0	0%	0	0%	0	0%	25,800	-500	-2%
Total	71,600	0	0%	-1,300	-2%	0	0%	0	0%	0	0%	70,300	-1,300	-2%
Total Real Estate														
Land	320,385,800	0	0%	8,232,600	3%	824,200	0%	0	0%	1,189,300	0%	330,631,900	10,246,100	3%
Imp	1,711,210,500	0	0%	41,469,500	2%	25,717,100	2%	-22,800	0%	-1,448,000	0%	1,776,926,300	65,715,800	4%
Total	2,031,596,300	0	0%	49,702,100	2%	26,541,300	1%	-22,800	0%	-258,700	0%	2,107,558,200	75,961,900	4%

PERSONAL PROPERTY	Non-Mfg Personal Property			Manufacturing Personal Property			Total of All Personal Property			
	2019	2020	% Change	2019	2020	% Change	2019 Total	2020 Total	Tot. $ Chg in PP	% Change
Watercraft	0	0	0%	0	0	0%	0	0	0	0%
Machinery Tools & Patterns	0	0	N/A	5,885,500	5,873,300	0%	5,885,500	5,873,300	-12,200	0%
Furniture Fixtures & Equip	64,883,300	67,926,600	5%	2,149,900	2,533,500	18%	67,033,200	70,460,100	3,426,900	5%
All Other	15,464,000	16,191,300	5%	1,151,600	1,219,800	6%	16,615,600	17,411,100	795,500	5%
Prior Year Compensation	0	0		0	0		0	0	0	
Total Personal Property	80,347,300	84,117,900	5%	9,187,000	9,626,600	5%	89,534,300	93,744,500	4,210,200	5%

TOTAL EQUALIZED VALUE	2019 Total	2020 Total	Total $ Change	% Change
Real Estate & Personal Property	2,121,130,600	2,201,302,700	80,172,100	4%

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Ryan J. Kernosky, Director
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: May 3, 2021

RE: Director's Report

Development Updates:

Northside Yard (1017 Third St): Framing is under construction for building two (SE corner of the building).

Berkshire Senior Housing (1443 Water Street): Project is complete and tenants are moving in. A ribbon cutting is scheduled for May 18th at 2:00 pm.

Sentry Insurance Boutique Hotel: A Final Inspection is near, many of the finishes are still being finalized.

Delta Dental Corporate Headquarters: The building is framed out. HVAC and electrical work is currently under construction.

Lineage Logistics: Waiting final inspection of the office, temporary occupancy was issued for the warehouse portion of the building.

Wanta Live/Work: WI-DNR provided a sign off on the Remedial Action Plan (RAP). A new stormwater plan needs to be submitted for additional review.

Doolittle Drive Duplex Development: Under Construction.

Convent Development: General Capital Group was awarded $1.4 Million is State and Federal Housing Tax Credits. Staff is working with the developer and the Sisters to ensure that the project continues to move forward as now planned.

Fox Theatre: Demo permit has been issued for interior demo and for the removal of the marquee.

Marshfield Clinic Addition: Foundation is nearing completion, steel framing is beginning as well.

Special Projects Updates:

Targeted Area Master Plan – Downtown: City staff has worked with Vandewalle on an alternative plan to the WPS Superfund site. While the plan has been completed for a few months, we've been hopeful that we are going to be able to present the information in-person. Additionally, staff has provided the amended plan to Verso for their review of compliance with FIRC regulations. Since it is likely that we will not be having any in-person meetings anytime soon, staff is working to set up a joint meeting via Zoom for consideration.

Strategic Planning: The City's Strategic Planning Core Team and the consultant continue to work on the makings of this document. Preliminary interviews and stakeholder meetings have occurred. A draft project should be ready for review in the coming weeks.

Downtown Business Improvement District: Staff had been working on this project with the Downtown Business Alliance. A BID planning committee has been put together and we are working through the process of creating an operation/implementation plan.

City Comprehensive Plan & Zoning Code Update: The City's Comprehensive Plan is complete, but unadopted. City staff has asked Portage County Planning & Zoning to review the document for consistency. Once the City's Strategic Plan is completed, staff will work to compare the City's Comprehensive Plan with the City's Strategic Plan to ensure that those two documents are working together before final adoption. Once those two documents are finalized, staff will begin working on the Zoning Code Update to codify the recommendations made in the aforementioned planning documents.

WEDC Idle Sites Grant: MSTC and City staff have submitted a grant for the proposed Advanced Manufacturing Training Facility off of Coye Drive. WEDC has recommended that we push the grant application to the next cycle due to additional funding being allocated for the idle sites program.

Housing Taskforce: As directed by the Council, City staff is currently putting together the outline for the creation of a housing taskforce.

Public Policy Updates:

Accessory Dwelling Unit Code Amendment: Staff has been slowly working on this project over the last few months. We will likely have a document for consideration/discussion at the May 2021 Plan Commission meeting.

Principal Structure Housing Size Minimums: Staff has researched what other communities have as housing minimums in similar zoning codes. We will likely have a document for consideration/discussion in a Spring 2021 Plan Commission meeting.

Economic Development Updates:

Stevens Point Home Sales: Through March 2021 year over year median home sale prices have been ~$170,100, up 1.3%. The housing market continues to be competitive due to the lack of inventory, down 6.5% year over year. 40% of homes sold year over year have sold above the listing price.