**CITY OF STEVENS POINT**
**ADMINISTRATIVE APPEALS BOARD AGENDA**

**May 19, 2021 - 4:00 PM**
**City Conference Room - 1515 Strongs Avenue**
**** MASKS ARE REQUIRED ****

1. Roll Call.
2. Election of Chair.
3. Election of Vice-Chair.
4. Minutes of the February 24, 2021 meeting.
5. Appeal of notice/service charge for property maintenance violation:
   a. 400 Washington Avenue.
6. Schedule date and time of the next meeting.
7. Adjournment.

RMC – Revised Municipal Code

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure reasonable accommodations 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. Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

# ADMINISTRATIVE APPEALS BOARD
# February 24, 2021 - 4:00 PM

**Zoom Teleconferencing**

# MINUTES

**Meeting Items**

**1. Roll Call.**

| | |
|---|---|
| **PRESENT** | Ald. Jennings, Marv Noltze, Ald. Nebel, Ald. Fishler. |
| **EXCUSED** | Gary Speckmann. |
| **OTHERS PRESENT** | Clerk Yenter, Attorney Beveridge, Community Development Director Kernosky, Neighborhood Improvement Monitor Kordus, David Schulfer. |

**2. Minutes of the November 18, 2020 meeting.**

Ald. Nebel **moved**, Member Noltze seconded, to approve the minutes from the last board meeting.

Call for the vote: ayes, all; nays, none; motion carried.

**3. Appeal of notice/service charge for property maintenance violation:**

**a. 3300 Jefferson Street.**

David Schulfer, 3300 Jefferson Street, said he spoke with Mr. Kordus about putting a quonset hut over the top of the vehicle without a cement slab or gravel underneath it. Mr. Schulfer said he did not see a difference between covering the vehicle with a quonset hut and a tarp so he chose to cover it with a tarp.

Ald. Nebel **moved**, Ald. Fishler seconded, to deny the appeal.

Call for the vote: ayes, all; nays, none; motion carried.

**b. 2100 McCulloch Street.**

Ald. Fishler **moved**, Member Noltze seconded, to deny the appeal for 2100 McCulloch Street.

Call for the vote: ayes, all; nays, none; motion carried.

**c. 501 Minnesota Avenue.**

Member Noltze **moved**, Ald. Fishler seconded, to deny the appeal.

Call for the vote: ayes, all; nays, none; motion carried.

**d. 400 Washington Avenue.**

Ald. Fishler **moved**, Ald. Nebel seconded, to deny the appeal.

Call for the vote: ayes, all; nays, none; motion carried.

**4. Schedule date and time of the next meeting.**

As there were no pending appeals, a meeting was not scheduled.

**5. Adjournment.**

Adjourned at 4:27 P.M.

**Deliver To:**
City Clerk's Office
Attn: Administrative Appeals Board
1515 Strongs Avenue
Stevens Point, Wi 54481

**or Email To:**
clerk@stevenspoint.com

# PROPERTY APPEAL FORM

RECEIVED
FEB 05 2021
CITY CLERKS OFFICE

Enclosed is a notice and/or service charge issued by the Inspection Department of the City of Stevens Point. To dispute or contest this notice and/or charge, a formal written letter must be submitted to the Administrative Appeals Board. This request must be in writing, in a manner which is legible, or typed and submitted (hard copy or electronically) to the City Clerk's Office. Under City Ordinance 3.56, any person aggrieved by a notice and/or charge issued in connection with any alleged violation may file a request for a hearing with the Administrative Appeals Board for review of the case.

The written or typed appeal must set forth the reasons for contesting the interpretation of City Code of Ordinances and/or the Notice of Noncompliance issued by the Inspection Department. The appeal must be submitted within 30 days after the date of issuance of the notice and/or charge. **While not mandatory, you are highly encouraged to attend the meeting.**

**All Information Below is Required For Submittal Prior to a Hearing Review**

ADDRESS OF PROPERTY: 400 Washington Ave OWNER OF PROPERTY: Erica Miller

INDIVIDUAL FILING APPEAL: Erica Miller RELATION TO PROPERTY: Owner

CONTACT PHONE: 715.340.6364 EMAIL ADDRESS: ericammiller2013@gmail.com

ALLEGED VIOLATION: Snow and Ice Violation VIOLATION ID #: CE/CE20210090

HAVE YOU SPOKEN WITH THE ISSUING AGENT (REQUIRED): NO ☑ YES ☐ AGENT: (not in office 2/5 3:15pm)

RESULTS OF THAT DISCUSSION:

PLEASE STATE THE SPECIFIC REASONS YOU BELIEVE THE ORDINANCE VIOLATION(S) WERE UNFOUNDED, INCORRECT, OR WITHOUT BASIS. PLEASE NOTE THAT YOU MAY ONLY APPEAL THE ORDINANCE DETERMINATION, ANY DISAGREEMENT WITH THE CHARGE AMOUNTS IS NOT A VALID REASON FOR APPEAL, AS THOSE ARE DETERMINED BY ORDINANCE. YOU MAY ATTACH ADDITIONAL SHEETS OR DOCUMENTS AS NEEDED.

Snow fall was Sat → Sun, noticed shoveling on monday ; assumed neighbor came through then received invoice. I have lived/owned property for 2+ years with no issues. I work 12+ hour shifts at hospital (; was working at this time). I had full intention to clear sidewalk monday, but it was already done. Also, amount of snow did not inhibit walking through.

SIGNATURE OF APPELLANT: [signature] DATE: 2/5/21

PRINT NAME: Erica Miller APPELLANT'S ADDRESS: 400 Washington Ave Stevens Point, WI 54481

# Memo

**Mark Kordus**
**Neighborhood Improvement Coordinator**
Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
Ph: (715) 346-1567 • Fax: (715) 346-1498
mkordus@stevenspoint.com

To: Public Protection Committee
From: Mark Kordus
CC: Ryan Kernosky & Andrew Beveridge
Date: 1/29/21
Subject: 400 Washington Ave. - Case # CEGEN20210090

On 1/25/21 at 1:30 PM Mark Kordus observed an unshoveled sidewalk at 400 Washington Ave. There was a 3.2" snow event as measured at the NOAA weather station at the Stevens Point airport which had ended prior to 7:30 AM on 1/24/21. The snow was removed by Larry's Helping Hand the City's vendor on 1/26/21 around 12:10 PM, 53 hours after the end of the last recordable snow fall event.

U.S. Department of Commerce
National Oceanic & Atmospheric Administration
National Environmental Satellite, Data, and Information Service
Current Location: Elev: 1079 ft, Lat: 44.51° N Lon: -89.58° W
Station: STEVENS POINT, WI US USC00478171

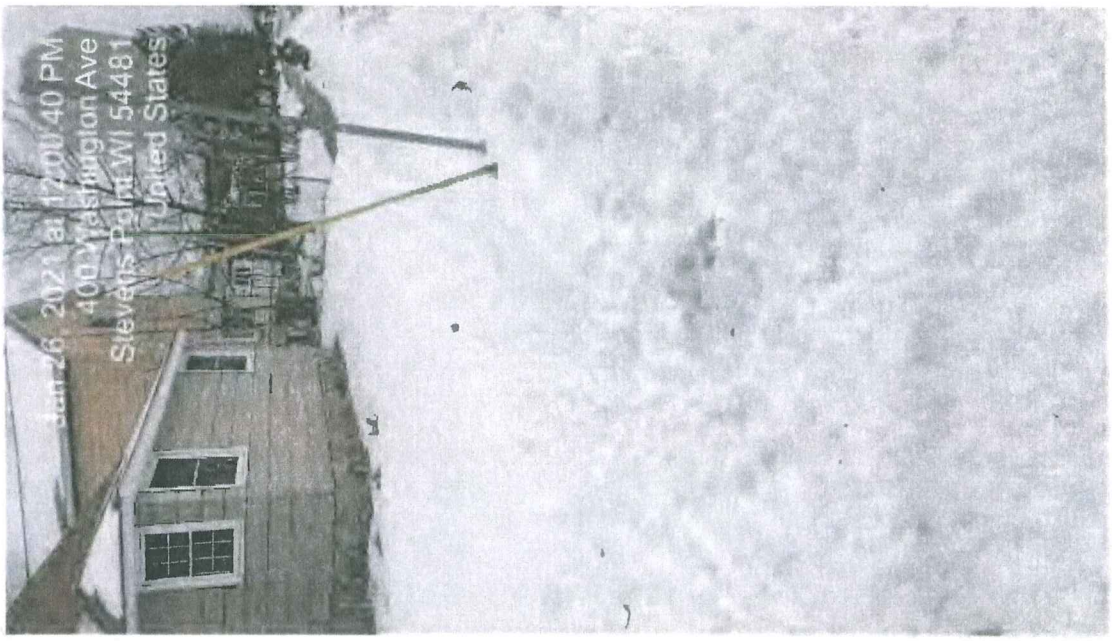
Record of Climatological Observations
These data are quality controlled and may not be identical to the original observations.
Generated on: 01/29/2021

National Centers for Environmental Information
151 Patton Avenue
Asheville, North Carolina 28801

Observation Time Temperature: 0730 Observation Time Precipitation: 0730

| Year | Month | Day | Temperature (F) 24 Hrs. Ending at Observation Time Max. | Min. | At Obs | Precipitation 24 Hour Amounts Ending at Observation Time Rain, Melted Snow, Etc. (in) | Flag | Snow, Ice Pellets, Hail (in) | Flag | At Obs Time Snow, Ice Pellets, Hail, Ice on Ground (in) | Evaporation 24 Hour Wind Movement (mi) | Amount of Evap. (in) | Soil Temperature (F) 4 in. Depth Ground Cover (see *) | Max. | Min. | 8 in. Depth Ground Cover (see *) | Max. | Min. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2021 | 01 | 01 | 25 | 11 | 13 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 02 | 25 | 13 | 21 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 03 | 26 | 20 | 20 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 04 | 25 | 20 | 21 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 05 | 29 | 21 | 26 | 0.02 | | 0.4 | | 3.0 | | | | | | | | |
| 2021 | 01 | 06 | 27 | 18 | 19 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 07 | 24 | 15 | 23 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 08 | 29 | 22 | 25 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 09 | 26 | 13 | 19 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 10 | 25 | 17 | 19 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 11 | 23 | 18 | 23 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 12 | 35 | 22 | 30 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 13 | 32 | 18 | 20 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 14 | 36 | 20 | 26 | 0.00 | | 0.0 | | 3.0 | | | | | | | | |
| 2021 | 01 | 15 | 36 | 26 | 33 | 0.27 | | 2.6 | | 4.0 | | | | | | | | |
| 2021 | 01 | 16 | 37 | 32 | 33 | 0.03 | | 0.6 | | 3.0 | | | | | | | | |
| 2021 | 01 | 17 | 34 | 25 | 25 | 0.03 | | 0.6 | | 4.0 | | | | | | | | |
| 2021 | 01 | 18 | 30 | 23 | 23 | 0.00 | | 0.0 | | 1.0 | | | | | | | | |
| 2021 | 01 | 19 | 24 | 15 | 17 | 0.01 | | T | | 1.0 | | | | | | | | |
| 2021 | 01 | 20 | 20 | 3 | 4 | 0.01 | | T | | 1.0 | | | | | | | | |
| 2021 | 01 | 21 | 33 | 4 | 26 | 0.00 | | 0.0 | | 1.0 | | | | | | | | |
| 2021 | 01 | 22 | 34 | 6 | 6 | 0.00 | | 0.0 | | 1.0 | | | | | | | | |
| 2021 | 01 | 23 | 12 | 2 | 3 | 0.00 | | 0.0 | | 1.0 | | | | | | | | |
| 2021 | 01 | 24 | 21 | 0 | 19 | 0.20 | | 3.2 | | 4.0 | | | | | | | | |
| 2021 | 01 | 25 | | | | | | | | | | | | | | | | |
| 2021 | 01 | 26 | | | | | | | | | | | | | | | | |
| 2021 | 01 | 27 | | | | | | | | | | | | | | | | |
| 2021 | 01 | 28 | | | | | | | | | | | | | | | | |
| 2021 | 01 | 29 | | | | | | | | | | | | | | | | |
| 2021 | 01 | 30 | | | | | | | | | | | | | | | | |
| 2021 | 01 | 31 | | | | | | | | | | | | | | | | |
| Summary | | | 26 | 15 | | 0.57 | | 5.2 | | | | | | | | | | |

Empty, or blank, cells indicate that a data observation was not reported.
*Ground Cover: 1=Grass, 2=Fallow, 3=Bare Ground, 4=Brome grass, 5=Sod, 6=Straw mulch, 7=Grass mulch, 8=Bare muck, 9=Unknown
's': This data value failed one of NCDC's quality control tests. 'At Obs' = Temperature at time of observation
'T' values in the Precipitation or Snow category above indicate a "trace" value was recorded.
'A' values in the Precipitation Flag or the Snow Flag column indicate a multiday total, accumulated since last measurement is being used.
Data value inconsistency may be present due to rounding calculations during the conversion process from Climatic units to standard Imperial units.


June 6, 2021 at 12:00:40 PM
400 Washington Ave
Stevens Point, WI 54481
United States

Jan 26 2021 at 2:11:18 PM
401 Washington Ave
Stevens Point, WI 54481
United States


Stevens Point, WI 54481
United States

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

Department of Community Development
Phone: (715) 346-1567
Fax: (715) 346-1498

January 27, 2021

ID #: CEICE20210090
INVOICE #: 202100138

Erica M. Miller
400 Washington Ave
Stevens Point, WI 54481

**Invoice for Service(s):**
**Snow and Ice Violations AT 400 Washington Ave**

Dear Erica M. Miller:

On or about January 25, 2021 an order was issued on the above described property, or a violation was abated relating to Snow and Ice Violations. As a result, the associated fees for the preparation of the Order and / or the abatement of the violation(s) are as follows:

| Type | | Amount |
|---|---|---|
| Inspection Without Notice | | 25.00 |
| Snow Removal Abatement | | 71.28 |
| | Balance Due: | $96.28 |

Case details, as well as abatement photographs, may be viewed at stevenspoint.com/cityview by referencing the case number or property address. To dispute or contest this letter, a completed *Property Appeal Form* must be submitted to the Administrative Appeals Board within 30 days. The form is available online at stevenspoint.com/neighborhood, or a hard copy may be requested from our office. Please note that you may only appeal the ordinance determination. Disagreement with the charge amounts is not a valid reason for appeal, as those are determined by ordinance. Sidewalk snow and ice abatement orders are enforced through City Ordinance 16.06. General refuse and items left at the curb or within the right-of-way, and removed by the City, are enforced through City Ordinances 21.03 and 24.06.

* Please remit payment to the City of Stevens Point within 30 days from the date on this notice. Please be informed that if payment has not been received by this date, these fees will be assessed against the real estate as a special charge.

Effective November 1, 2005 – The City of Stevens Point Reserves the right to process your check electronically So, when paying by check, please be aware that you are authorizing us to use the information on your check to make a one-time electronic charge to your account at the financial intuition indicated on the check. This electronic debit will be for the amount on your check. *Please Detach at Dashed Line and Return With Remittance.*

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Customer Name: Erica M. Miller
Customer/Parcel No: 281240830402008
Invoice: 202100138

Amount Paid: $_____

Make Checks Payable and Remit to:

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

*Or pay online: stevenspoint.com/invoice*