



Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

Members

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

AGENDA

CITY PLAN COMMISSION

Date and Time:	October 4, 2021 6:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u> <u>Zoom Teleconferencing</u> Meeting ID: 830 2254 5317 Passcode: 539903 <u>By Computer:</u> https://us02web.zoom.us/j/83022545317?pwd=dnJmSXI3dSt0T3orSjlBcldZc1F <u>By Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the September 7, 2021 meeting of the City Plan Commission.
3. Public Hearing and action on a request from James Jakusz for a conditional use permit to construct four duplexes at 3800 Doolittle Drive (Parcel ID 281240827230028), consistent with Ch. 23.01(13)(f).
4. Public Hearing and action on a request from Edward Kraklow for a conditional use permit to construct an accessory building on an unaddressed parcel off of Whiting Avenue (Parcel ID 281230805420811) where a principal use does not exist on the property, consistent with Ch. 23.04(2).
5. Public Hearing and action on a request from Nick Bancuk, representing Stratton Capital

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.

Division, LLC, to modify an adopted conceptual plan for the planned development of an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(4)(2)(10).

6. Public Hearing and action on a request from Nick Bancuk, representing Stratton Capital Division, LLC, for a conditional use permit to operate a car wash facility on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(2)(d)(3)(k).
7. Public Hearing and action on a request from Nick Bancuk, representing Stratton Capital Division, LLC, for a conditional use permit to construct two principal structures using conditional street setback requirements of the Tax Incremental Financing District No. 5 on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(2)(f)(5)(a).
8. A request from Nick Bancuk, representing Stratton Capital Division, LLC, for a Site Plan Review to construct two principal structures on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(2)(f)(5)(b).
9. A request from Brooke Klesmith, representing St. Michael's Hospital of Stevens Point Inc., for a sign variance to install a wall sign exceeding size requirements at 900 Illinois Avenue (Parcel ID 281240833200316), consistent with Ch. 25.14.
10. A request from Darren Miller for an exception to driveway requirements at 1910 Monroe Street (Parcel ID 281240832403615), consistent with Ch. 23.01(15)(i)(3)(k).
11. September, 2021 Monthly Report.
Copies of the report will be available during the meeting.
12. Director's Report.

Closing Section:

13. Adjourn

REPORT OF CITY PLAN COMMISSION

September 7, 2021 – 6:00 PM
In-Person & Zoom Conference Call Meeting

PRESENT: Alderperson Kneebone, Commissioner Arntsen, Commissioner Haines, and Commissioner Cooper.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Alderperson Leek, Pam Packard, Dick Packard, Brian Oberstadt, Heidi Oberstadt, Ward Wolff, W.H. Love, Scott Sikorski, Merideth Sikorski, Lori Carlson, Ruth Pfiffner, Matt Disher, Tina Smart, Charles Smart, Tim Kunze, Taylor Hale and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Selection of a temporary chairperson for the September 7, 2021 meeting of the City Plan Commission.
3. Report of the August 2, 2021 meeting of the City Plan Commission.
4. Public Hearing and action on a request from Heidi Oberstadt for a conditional use permit to construct a detached garage at 524 Bukolt Avenue (Parcel ID 281240830402607) using setback requirements of the Traditional Neighborhood Overlay District, consistent with Ch. 23.02(1)(h)(3).
5. Public Hearing and action on a request from Ronald Walters for a conditional use permit to operate a day care facility at 4701 Industrial Park Road (Parcel ID 281230803110005), consistent with Ch. 23.02(3)(a)(3)(k).
6. A request from Matt Disher for an exception to driveway requirements at 517 Indiana Avenue (Parcel ID 281240828401604), consistent with Ch. 23.01(15)(i)(3)(k).
7. A request from the City of Stevens Point for a Site Plan Review to install a gazebo at 2340 Church Street (Parcel ID 281240832403402), consistent with Ch. 23.01(11).
8. Presentation on accessory dwelling unit and accessory commercial unit neighborhood meetings.
9. Presentation on the U.S. Census data release.
10. July and August, 2021 Monthly Reports.
11. Director's Report.

Closing Section:

12. Adjourn.

1. Roll call.

Present: Kneebone, Arntsen, Haines, Cooper

Excused: Wiza, Hoppe, Rice

Discussion and possible action on the following:

2. Selection of a temporary chairperson for the September 7, 2021 meeting of the City Plan Commission.

Motion by Commissioner Haines to nominate Dave Cooper as temporary chairperson for the September 7, 2021 meeting of the City Plan Commission; seconded by Commissioner Arntsen.

Motion carried 4-0.

3. Report of the August 2, 2021 meeting of the City Plan Commission.

Motion by Commissioner Arntsen to approve the report of the August 2, 2021 Plan Commission meeting; seconded by Commissioner Haines.

Motion carried 4-0.

4. Public Hearing and action on a request from Heidi Oberstadt for a conditional use permit to construct a detached garage at 524 Bukolt Avenue (Parcel ID 281240830402607) using setback requirements of the Traditional Neighborhood Overlay District, consistent with Ch. 23.02(1)(h)(3).

Associate Planner/Zoning Administrator Kuhn explained the request to raze the existing detached garage for the purpose of constructing a new 720 sq.ft. detached garage. Seeing as the applicant did not meet the minimum side yard setback, the applicants were looking to utilize the side yard setback requirement for detached accessory structures in the Traditional Neighborhood Overlay District. After review, staff held no concerns for the request and recommended approval with conditions outlined within the staff report.

Commissioner Cooper declared the public hearing open.

Commissioner Cooper declared the public hearing closed.

Staff noted written testimony had been submitted not objecting to the Conditional Use Permit.

Commissioners made the following comments:

1. Commissioner Arntsen inquired on whether there would be a second story, to which staff confirmed accurate and added that that it would be utilized for storage.

Brian Oberstadt (524 Bukolt Ave), applicant, noted that they would prefer to make it taller if possible.

Motion by Commissioner Arntsen to approve the request from Heidi Oberstadt for a conditional use permit to construct a detached garage at 524 Bukolt Avenue (Parcel ID 281240830402607) using setback requirements of the Traditional Neighborhood Overlay District, consistent with Ch. 23.02(1)(h)(3) with the following:

1. The detached garage shall not exceed 15 feet in height, measured from grade to halfway up the end truss.
2. The eave of the structure shall not exceed 24 inches in width.
3. The detached garage shall be constructed with fire rated walls, subject to the review and approval of the Building Inspection Superintendent meeting applicable State Building Code requirements.
4. A building permit shall be obtained prior to the start of construction.
5. Staff shall have the ability to approve minor amendments to the site plan.

seconded by Commissioner Haines.

Motion carried 4-0.

5. Public Hearing and action on a request from Ronald Walters for a conditional use permit to operate a day care facility at 4701 Industrial Park Road (Parcel ID 281230803110005), consistent with Ch. 23.02(3)(a)(3)(k).

Associate Planner/Zoning Administrator Kuhn summarized the request to operate a day care facility at 4701 Industrial Park Road. After review, staff recommended approval with the conditions outlined in the staff report.

Commissioner Cooper declared the public hearing open.

Merideth Sikorski (4701 Industrial Park Rd) applicant, noted the large need for childcare in the area, and estimated having 50 children under the Large Group Day Care Center designation. It would be a Christian-based center, although it would be all-inclusive regardless of religion or race.

Ronald Walters (6636 Shady Dr, Bancroft), applicant, urged approval of the request.

Commissioner Cooper declared the public hearing closed.

Commissioners made the following comments:

1. Inquiry as to whether there would be a playground, to which staff confirmed it would be east of the building.
2. Inquiry as to whether there were concerns for the different multiple uses within the building, to which staff noted no concerns.
3. Inquiry as to whether there would be a barrier around the playground, to which staff confirmed that fencing would be a condition of approval and added that daycares were heavily regulated by the State of Wisconsin.

Motion by Commissioner Arntsen to approve the request from Ronald Walters for a conditional use permit to operate a day care facility at 4701 Industrial Park Road (Parcel ID 281230803110005), consistent with Ch. 23.02(3)(a)(3)(k) with the following conditions:

1. The applicant shall stripe the parking lot adjacent to the day care center, subject to the review and approval of Community Development staff meeting minimum parking lot standards.
2. Accessible parking shall be provided in compliance with the Americans with Disabilities Act Accessibility Guidelines.
3. The dumpster pad located on the property shall be screened from public view, subject to the review and approval of Community Development staff.
4. The day care use shall comply with applicable municipal, county, state and federal regulations.
5. A building permit shall be obtained prior to any interior alterations of the building, subject to the review and approval of the Commercial Building Inspector.
6. A containment barrier or edging shall be installed along the edges of the gravel surface encompassing the landscape islands within the parking lot.
7. Staff shall have the ability to approve minor amendments to the site plan.

seconded by Alderperson Kneebone

Motion carried 4-0.

6. A request from Matt Disher for an exception to driveway requirements at 517 Indiana Avenue (Parcel ID 281240828401604), consistent with Ch. 23.01(15)(i)(3)(k).

Commissioner Cooper abstained from the item.

Associate Planner/Zoning Administrator summarized the request for an exception to driveway requirements at the subject project. After reviewing the proposed improvements against the four standards of review, staff recommended to deny the request with reasons outlined in the staff report.

Commissioners made the following comments:

1. Inquiry as to whether the applicant would need to appear before the commission to receive approval on improvements as outlined in the staff report as an example, to which staff stated that they would not, as improvements currently allowed under the Zoning Code only required administrative approval.

Matt Disher (517 Indiana Ave) stated that the example provided did not seem practical to where they should be parking their vehicle and indicated that there were multiple homes in the immediate area that followed what he was proposing. He asked the commission to reconsider the request.

Commissioner Arntsen asked the purpose of wanting to expand it so far beyond the garage, to which the applicant noted the number of vehicles, for both personal and professional use, and looking into future with children becoming of driving age.

Director Kernosky noted that the driveway requirements were amended shortly before him coming on board with the City, specifically to be more restrictive and citing issues where residents were paving a large portion of their yards for vehicular storage.

There was a brief discussion on potential improvements and what conditions would be required. It was also noted that overnight parking at no cost was available year-round.

Motion by Commissioner Haines to deny the request from Matt Disher for an exception to driveway requirements at 517 Indiana Avenue (Parcel ID 281240828401604), consistent with Ch. 23.01(15)(i)(3)(k) for the following reasons:

1. A literal application of the Zoning Code would not result in a practical difficulty or unnecessary hardship to the property.
2. Unique conditions to the subject property do not exist that would render a hardship caused to the applicant under a literal interpretation of the Zoning Code.

seconded by Commissioner Arntsen

Motion carried 3-0, with Commissioner Cooper abstaining.

7. A request from the City of Stevens Point for a Site Plan Review to install a gazebo at 2340 Church Street (Parcel ID 281240832403402), consistent with Ch. 23.01(11).

Associate Planner/Zoning Administrator summarized the request to install a gazebo at Veteran's Memorial Park. After review, staff recommended approval subject to the conditions within the staff report.

Ryan Kernosky added that it was an Eagle Scout project, so the time and materials would be donated.

Alderperson Kneebone, as a veteran, stated her support for the request.

Motion by Commissioner Cooper to approve the request from the City of Stevens Point for a Site Plan Review to install a gazebo at 2340 Church Street (Parcel ID 281240832403402), consistent with Ch. 23.01(11) with the following reasons:

1. The gazebo shall be set back at least 10 feet from all property lines to adhere to fire separation requirements.
2. A building permit shall be obtained prior to the start of construction.
3. Staff shall have the ability to approve minor amendments to the site plan.

seconded by Commissioner Haines

Motion carried 4-0.

8. Presentation on accessory dwelling unit and accessory commercial unit neighborhood meetings.

Director Kernosky provided the following details throughout the presentation:

1. Summary of events leading to seven neighborhood meetings.
 - a. Mixed response based on district.
2. City would continue to work on a code amendment.
3. Common Feedback
 - a. Make ADU's a Conditional Use, rather than permitted.
 - b. Concern on setback requirements which would allow 3ft from the side lot line so far as they were 10ft from the principal structure. There was a desire to expand setback requirements for added privacy, specifically requiring principal building setbacks for the ADU.

- c. Increase primary residency to a 10-month minimum.
- d. Reduced density minimums.
- e. Prohibiting an ADU as a tourist rooming house.
- f. Reworking the definition of 'family'.
- g. Impervious surface requirements from 75% to something lower and manageable.

Commissioner Cooper asked for comments from the audience.

William Love (909 Ridge Rd) provided testimony against any use of Accessory Dwelling Units within City limits, noting it would affect the characteristics of neighborhoods and weaken the Zoning standards. He recommended that a City-wide survey be conducted by an independent party to gauge accurate interest.

Ruth Pfiffner (708 Ridge Rd) provided testimony against any use of Accessory Dwelling Units within City limits and reiterated that the use would negatively alter the characteristics of neighborhoods. They noted that there were several multi-story residential buildings being built currently, in addition to an inventory of existing rentals available. She questioned whether the additional use was really needed.

Thomas Leek (District Eight) did confirm that while support for the ADU use in District 8 was not at 0%, those opposing the use were in the majority for his district.

Commissioner Arntsen commended staff for their efforts and stated that the hearings were helpful in hearing from the public, whether they were for or against the use.

No action was taken.

9. Presentation on the U.S. Census data release.

Director Kernosky provided a presentation on the 2020 US Census data that was released in August 2021. In summary, the City's population remained stable and became more diverse than in 2010. The broken-down data was available for viewing within the agenda packet.

Commissioner Cooper asked for comments from the audience.

Meleesa Johnson (District Five) noted that a portion of the population loss could be attributed to students leaving to go back home during a time when the University was transitioning to virtual classes. Since the counts were determined on residency as of April 1, many of them that would have been counted within the City, were not, and rather counted wherever their original homes were. While efforts were always made to get the count as accurate as possible, conditions were not normal on April 2020. However, as a county of over 70,000 residents, they would have the ability to fill in any blanks during an Annual Community Survey.

10. July and August, 2021 Monthly Reports.

Director Kernosky noted that while project valuation was lower, permit numbers continued to be up. While new commercial construction was down, the numbers showed that residents were continuing to invest in their homes.

Motion by Commissioner Cooper to place the July and August, 2021 Monthly Reports on file; seconded by Commissioner Haines.

Motion carried 4-0.

11. 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

Closing Section:

12. Adjourn.

Meeting adjourned at 6:56 PM.

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

Administrative Staff Report

Construction of Four Duplexes

3800 Doolittle Drive

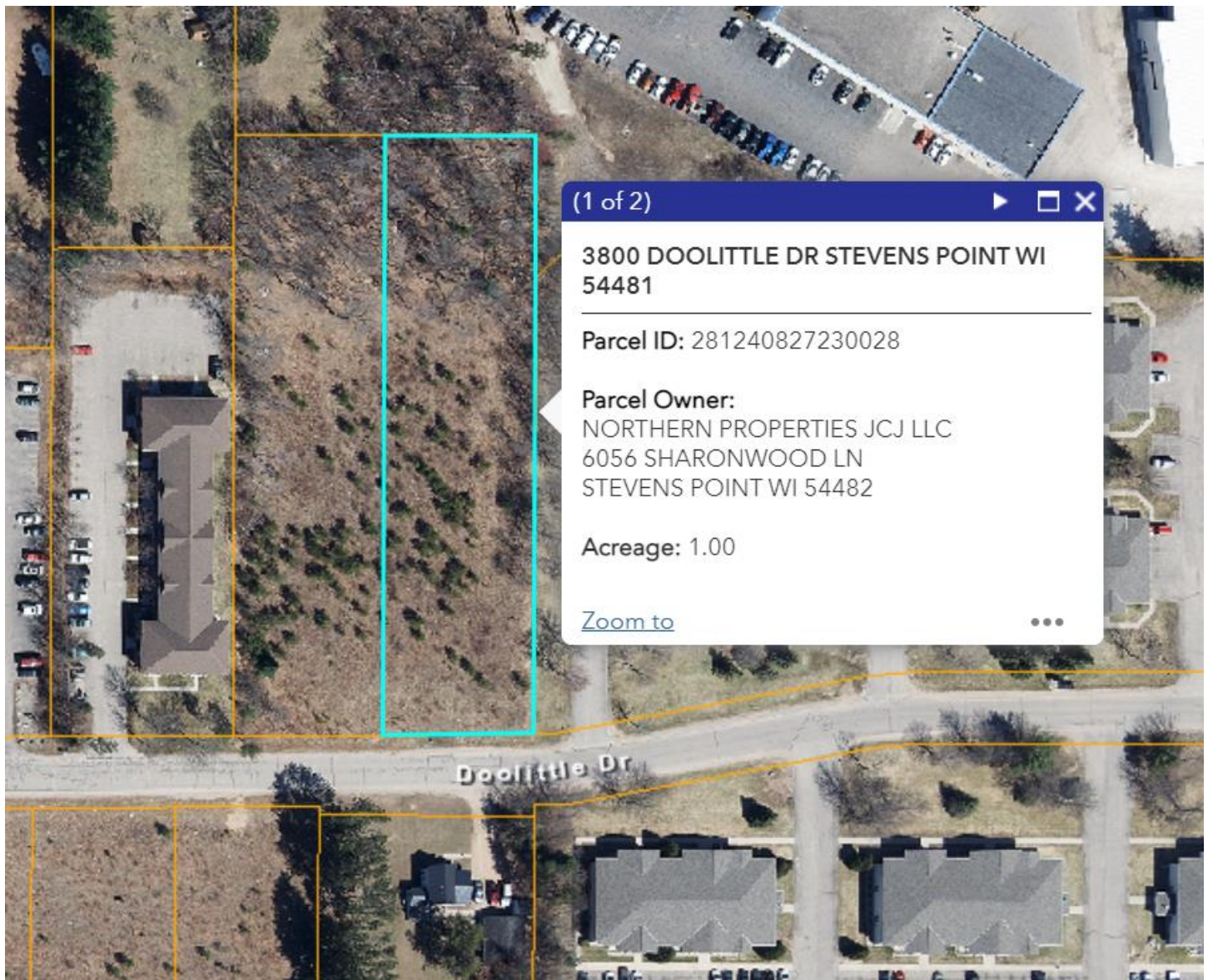
October 4, 2021



Department of Community
Development

Applicant(s): - James Jakusz Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240827230028 Zone(s): "R-4" Multiple Family I Residence District Master Plan: - Multiple-Family Residential Council District: - District 8 Ald. Leek Lot Information: - Frontage: 105 ft. - Depth: 416 ft. - Lot Size: 7,500 sq. ft. (0.172 ac.) Current Use: - Vacant Applicable Regulations: 23.02(13)(f)	Request - Public Hearing and action on a request from James Jakusz for a conditional use permit to construct four duplexes at 3800 Doolittle Drive (Parcel ID 281240827230028), consistent with Ch. 23.01(13)(f). Attachment(s) - Application - Plans Findings of Fact - The applicant is requesting to construct four duplexes on the subject property. - No more than one main building can be situated on one zoning lot, except for when the Plan Commission approves the measure through a conditional use permit. - A conditional use permit was issued in June 2020 to construct four duplexes on the adjacent parcel to the west. - A shared driveway is located on the west lot line of the subject property to provide access to the eight planned duplexes. - The subject property is zoned "R-4" Multiple Family I Residence District. Staff Recommendation Approve the conditional use request to allow for the construction of more than one principal structure on one lot on the property addressed as 3800 Doolittle Drive (Parcel ID 281240827230028), subject to the following conditions: - The applicant shall submit a landscaping plan for the proposed development, subject to the review and approval of Community Development staff meeting applicable landscaping guidelines. - Each duplex shall be separated from each other by a minimum of 20 feet. - A building permit shall be obtained prior to commencement of construction. - Staff shall have the ability to approve minor amendments to the site plan.
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Vicinity Map



Background

Overview: In June 2020, the applicant obtained a conditional use permit to construct four duplexes on a then-vacant parcel east of the subject property. As the applicant is progressing through the construction of the four approved duplexes on the 3708 Doolittle Drive property, the applicant began construction on a fifth duplex earlier this summer—the first of which on the subject property. Since this duplex was the first primary structure on the lot, City staff could review the request internally. However, with the applicant requesting to construct a second duplex on the subject property, it would trigger a conditional use permit to be issued. According to the City's Zoning Code, no more than one main building can be situated on one zoning lot, except for when the Plan Commission approves the measure through a conditional use permit. Said requirement is outlined 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.

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

1. Setbacks.

The following are the setback requirements in the “R-4” Multiple Family I Residence District—25’ street setback, a 10’ side yard setback and a rear yard setback not less than 20% of the lot’s depth (minimum of 15’ with a maximum of 30 feet. According to the submitted site plan, a 25’ setback off of Doolittle Drive is proposed, meeting the minimum requirement. An 11’ setback from the eastern lot line and 29’ setback from the western lot line is proposed, meeting the minimum side yard setback requirement. With the lot approximately 415.56’ in depth, a minimum 30’ of rear yard setback is required. 50’ of rear yard setback is proposed.

<i>Lot Line</i>	R-3 District Minimum Setback Requirements	Proposed Setbacks (Findings)
<i>Street</i>	25 ft	25 ft
<i>Side</i>	10 ft	11 ft from east lot line 29 ft from west lot line
<i>Rear</i>	20% of lot depth (minimum of 15 ft and a maximum of 30 ft)	50 ft

2. Density.

In May 2020, the City Council approved a reduced minimum density requirement for two-family dwellings (8,000 sf per two-family, 4,000 sf each). The subject property is 43,560 sf and exceeds the minimum density requirements of the R-4 zoning district.

3. Parking.

A shared 25’ x 33’ driveway is proposed for each duplex building leading to a two-stall attached garage per unit. As the development is not considered an apartment or mixed-use facility, it is not subject to vehicular and bicycle parking requirements as outlined in the City’s Zoning Code.

4. Private driveway.

A 400’ x 20’ private driveway has been constructed along the western lot line of the subject property to provide direct access to each duplex from Doolittle Drive.

5. Utilities.

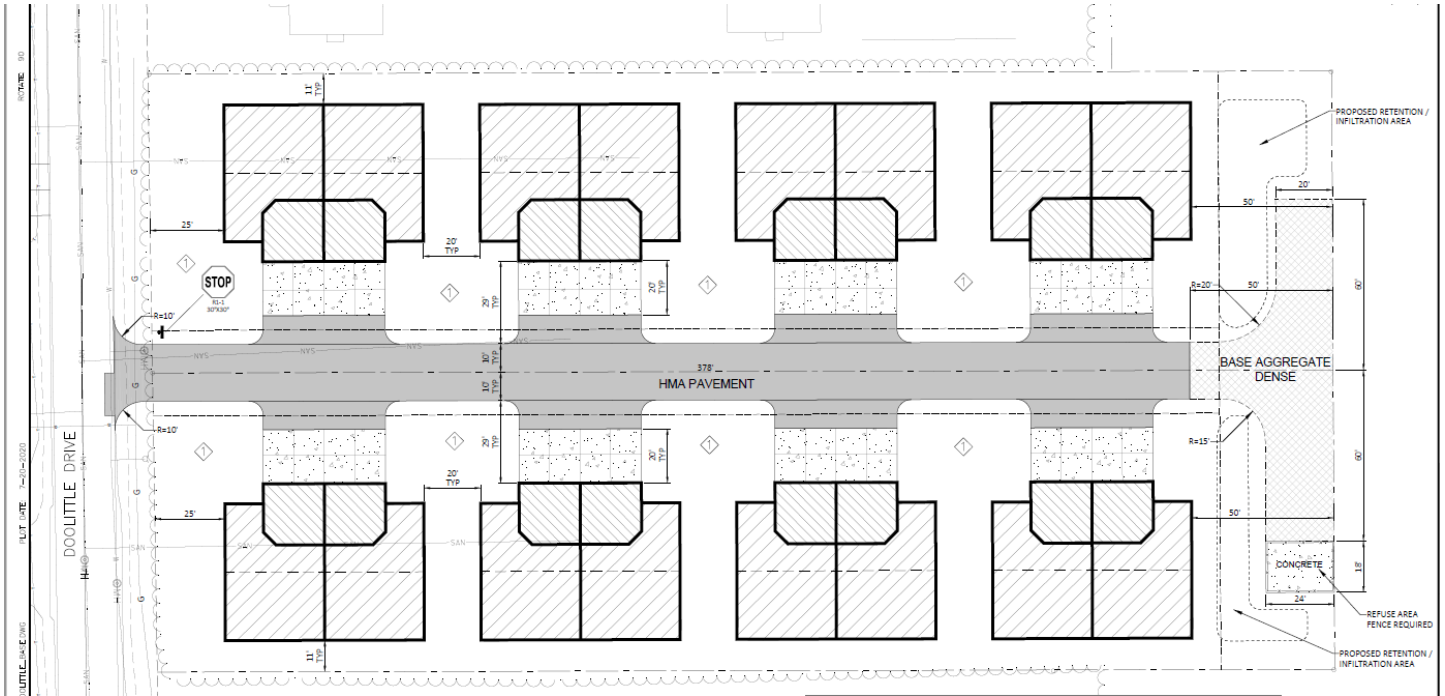
Historically, the City has allowed two water lines and one sewer line per duplex, however, in discussions with the utility department we are now going to require two water lines and two sewer lines per duplex (one for each unit). As part of the duplex development approved in 2020, the applicant has installed additional water and sewer lines to service the proposed development on the subject property.

6. Landscaping.

A landscaping plan has not been submitted for the proposed development. As a condition of approval to this request, the applicant is required to submit a landscaping plan that is consistent with applicable Zoning Code requirements.

7. Compatibility with the Comprehensive Plan.

The subject parcel is in an area with several high-density housing units and commercial users. There are single-family homes near the area as well, primarily south of Doolittle Drive. The City's Future Land Use Map identifies this area for multi-family residential development.



Standards of Review – Conditional Use Permit

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 proposed use is consistent with the City's comprehensive plan and the existing surrounding uses are unlikely to be negatively impacted by the proposed development. Higher-density residential development is along the east and west sides of the property, while single-family uses are on the north corner and southside. The proposed use is lesser in density than surrounding properties. Adequate utility and road networks have been installed and constructed over the last year to compliment the planned future development of the subject property

Findings: The applicant will provide adequate private water, sewer, garbage, and recyclable connections to the parcel. Additionally, the "R-4" Multiple Family I Residential District allows for two-family dwellings as a permitted use. Whereas this request seeks to allow more than one duplex on the parcel, constructing two-family duplexes are consistent with the land uses of neighboring parcels. Staff does not believe the proposed conditional use permit with the conditions outlined above would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.

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

Analysis: A two-family dwelling is a permitted use on a parcel zoned “R-4” Multiple Family I Residential District.

Findings: Given that two-family dwellings are a permitted use within the zoning code, and that the only requirement for the conditional use is due to more than one principal structure on a single lot. Staff does not believe that this use is injurious to the use for the uses already permitted.

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. The City’s Comprehensive Plan identifies this area for a higher-density residential use.

Findings: See standards one and two above. The applicant’s proposals will not impede on the normal and orderly development and improvement of the surrounding property.



4. **The exterior architectural appeal and function plan of any proposed structure will not be 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 duplexes are of a design compatible with other higher-density residential development in the City and will be a mirror image of the duplexes under construction on the neighboring parcel. A decorative brick façade is planned along the front door to provide aesthetic variation with siding enclosing the overhead doors. The differences in roof pitch also creates a more uniform building height and better compliments similar residential development nearby.

Findings: This standard is met.

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

Analysis: A private driveway has been construction to provide access to Doolittle Drive. Similarly, a retention and infiltration pond is located to the east and west of the turnaround area in the rear of the parcel. As appropriate utility plans have been provided as part of the first phased duplex development, staff believes that this standard is met.

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 development is proposed to be serviced by a private roadway. When the development is completed on the 3708 and 3800 Doolittle Drive parcels, sixteen total living units will utilize the roadway. Public works staff has recommended that a stop sign is installed at the corner of the driveway and Doolittle Drive as part of the first conditional use permit to require vehicles to stop before entering Doolittle Drive. The proposed private drive will not cause any alignment issues with adjacent properties nor will it cause significant issues with ingress and egress.

Findings: Provided that a stop sign is installed, staff believes that this standard is met.

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

Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified this property has identified the subject property for higher-density residential use. The subject property is also zoned "R-4" Multiple Family Residential. According to the City's Zoning Code, the "R-4" District is established "to provide a medium density, mixed residential district intended to provide a transition between lower density detached housing areas and more intense non-residential land usage consistent with the City's Comprehensive Plan."

Findings: Having four duplexes on the subject property is consistent with a moderate land use intensity and the two-family residential use is consistent with the uses permitted in the "R-4" District and the intended future land use for the property.

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 application is seeking to construct more than one principal building

on a lot, which is subject to approval through conditional use. Key land use requirements outlined in the 'background' section above are met with the proposed development.

Findings: The regulations of the district are met for this proposal provided the conditional use permit's conditions are met.

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 systems of the community.

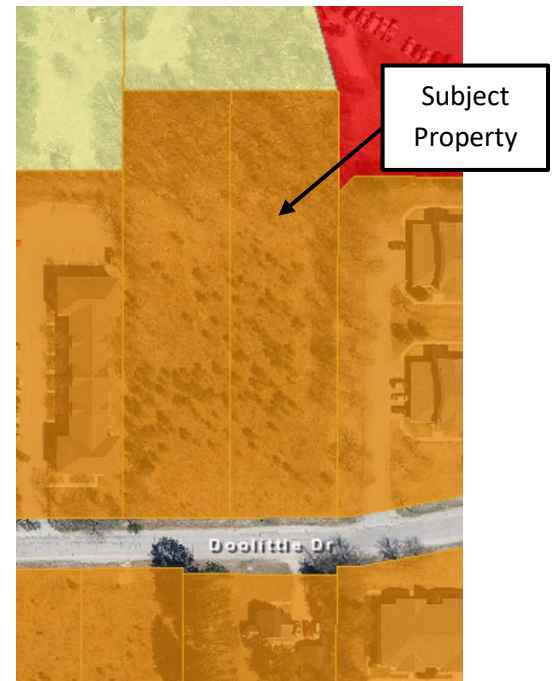
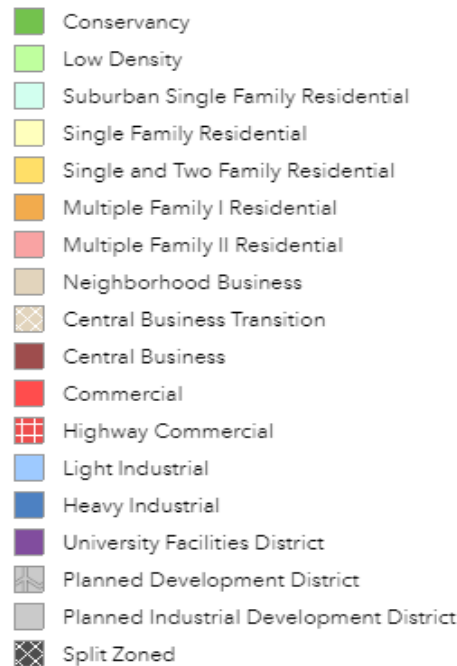
Analysis: Approximately eight housing units will be created under this proposal. The proposed use is less dense than other surrounding uses.

Findings: Eight additional housing units 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. 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 not be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.

Analysis: Four two-unit residential building are planned to be constructed on the lot. While the proposed use is not considered multifamily residential use, the view from Doolittle Drive will not be of garages, but rather the side profile of the duplex.

Findings: This standard is met,



11. Access to the site shall be safe.

Analysis: Vehicular access comes from a private driveway coming off of Doolittle Drive. Neither sidewalks nor bicycle lanes exist along either side of Doolittle Drive.

Findings: Staff believes that access is adequate.

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: The property has water and sewer connections up to the right-of-way. Appropriate water connections for the proposed development have been planned as part of the duplex development on the adjoining parcel.

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 storage is not enclosed on the attached plans.

Findings: The owner shall provide plans for garbage and recycling enclosures consistent with the City's regulations on refuse storage and screening.

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

Analysis: Outside of light coming from the buildings, no additional lighting that impacts the surrounding neighborhood is proposed.

Findings: Lighting would be provided by the building.

- 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: While the proposed development is not of multi-family use, the applicant must submit a landscaping permit that is consistent with the regulations of the Zoning Code to ensure a more harmonious residential development.

Findings: This standard is met provided that a landscaping plan is submitted and approved.

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







APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	-\$320 \$300	Fee Paid	1-88712
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	James J. Jakusz	Contact Name	
Address	6056 Shamonwood Ln	Address	
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	
Telephone	715-252-6501	Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☒)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Same as Applicant (above)	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
3800/3802/3804/3806/3808/3810/3812/3814 Doolittle Drive		
Legal Description of Subject Property		
LOT 2 of CSM #0479-34-98A		
Designated Future Land Use Category		Current Use of Property
		VACANT PROPERTY / with one existing Duplex
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)		
To Construct New Duplex		

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

*QRET is Multi-Family
Residential Property*

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
<i>Jim J. [Signature]</i>	<i>8/14/2021</i>	<i>Jim J. [Signature]</i>	<i>8/14/2021</i>

May 19th, 2020

Alderman Thomas Leek
District 25
Stevens Point, WI 54481
tleeek@uwsp.edu

Dear Mr. Leek-

Hello, this is James J. Jakusz, General Contractor and owner of Northern Construction Inc., a business that has been building homes in and around the Stevens Point area for close to 30 years.

I would like to inform you that I am submitting a conditional use permit application to the city. This project will consist of constructing seventeen duplexes that will be located on Doolittle Drive in Stevens Point. Each duplex will be 1352 sq. ft. on the main floor and 450 sq. ft for the garage. Each duplex will have two bedrooms and two full baths, along with a great room, kitchen, laundry and dining room. We will add nicer finishes as well.

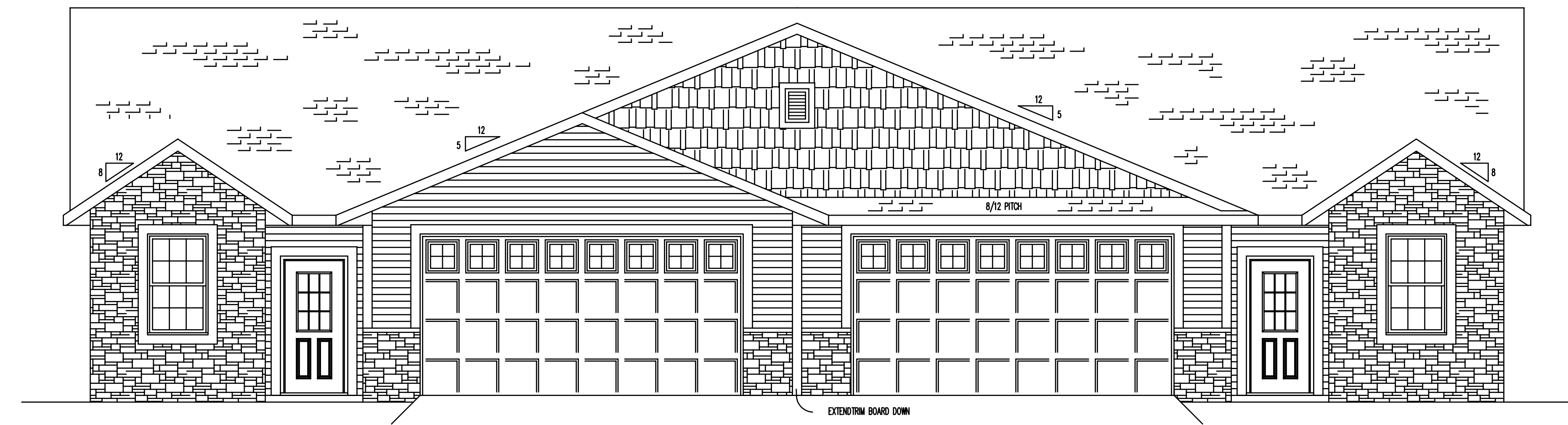
I have recently come into contact with several older couples who are having some difficulty finding adequate housing free from HOA's, and I would like to provide a beautiful, comfortable, affordable residence option for them, as well as for young families, and/or people coming into Stevens Point on a non-permanent basis such as medical personnel, and people working for Sentry or other companies.

The benefits to the city would be additional tax revenue. The benefits to the people would be a convenient, great place to live that is located right in town.

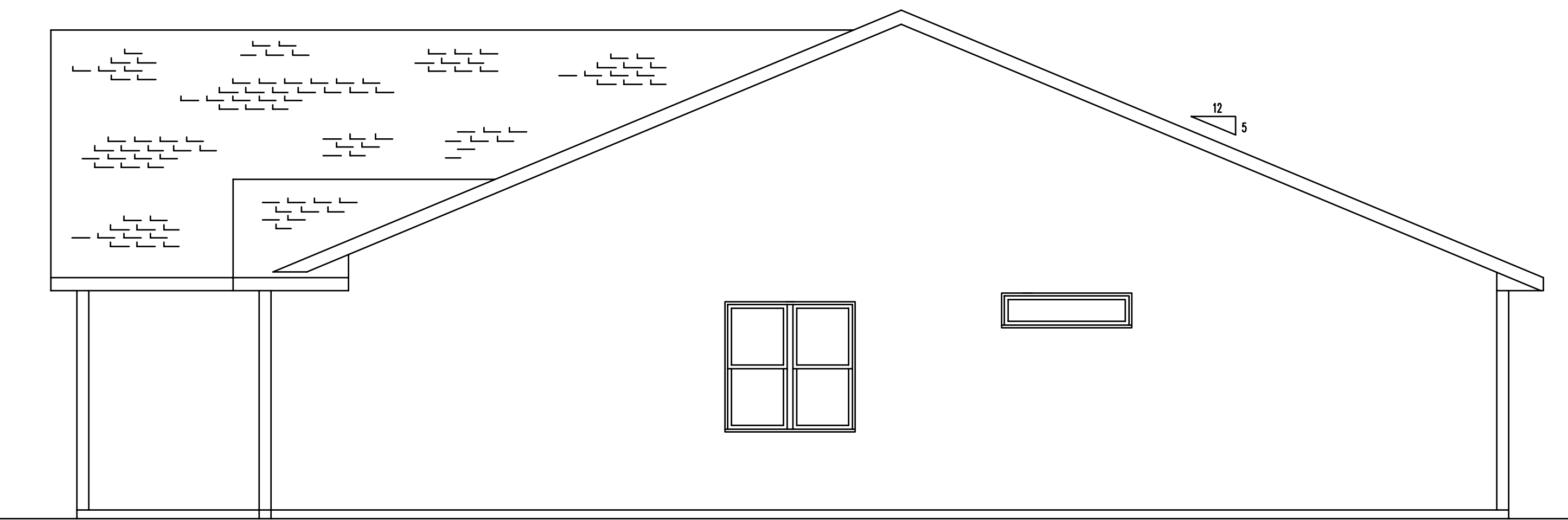
The timeline for this project is to get four foundations in the ground by the end of the fall. (The preliminary engineering is already completed). We anticipate a three-year window to get this project completed.

Sincerely,

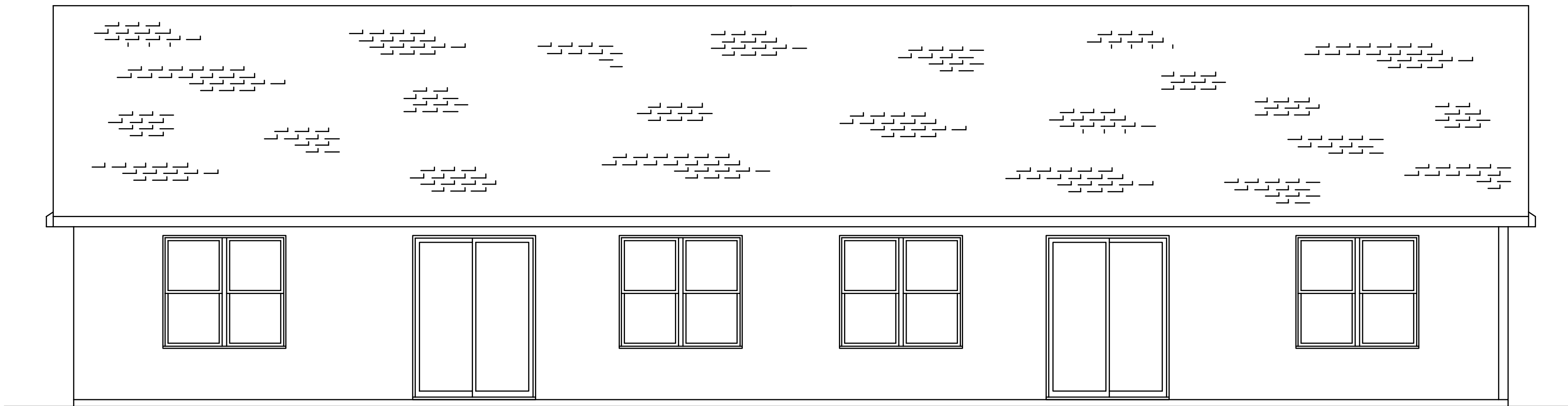
James J. Jakusz
General Contractor
Northern Construction Inc.
6056 Sharonwood Lane
Stevens Point, WI 54482
715-252-6501 (c)



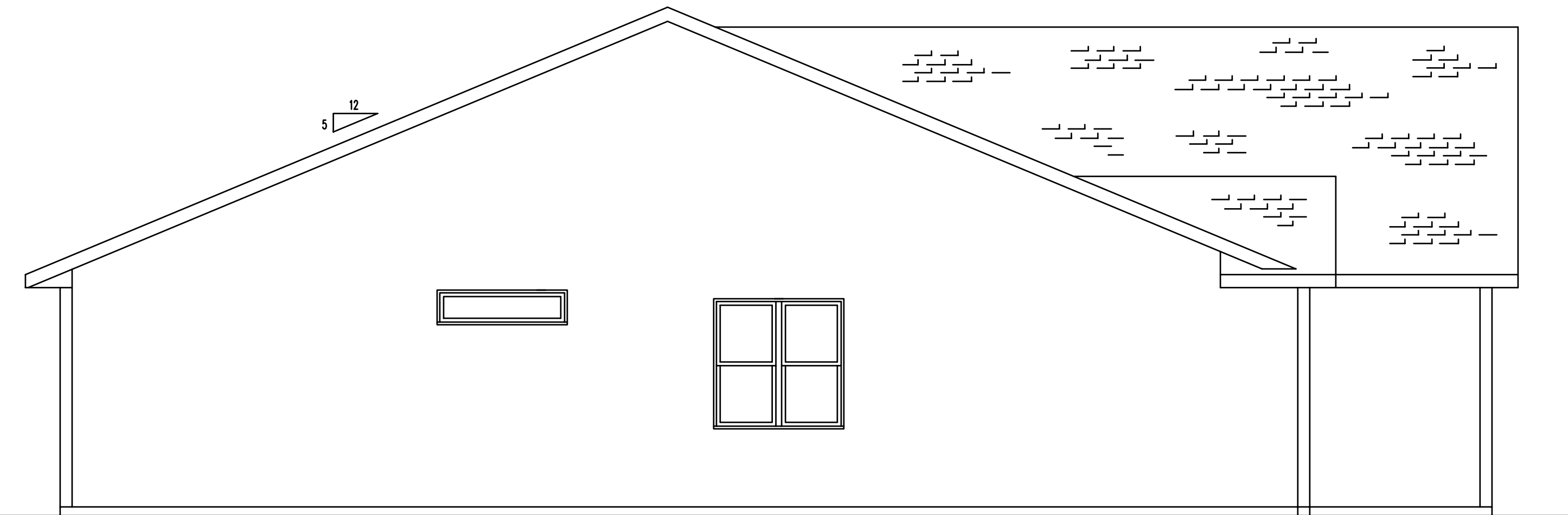
FRONT ELEVATION



RIGHT ELEVATION



BACK ELEVATION

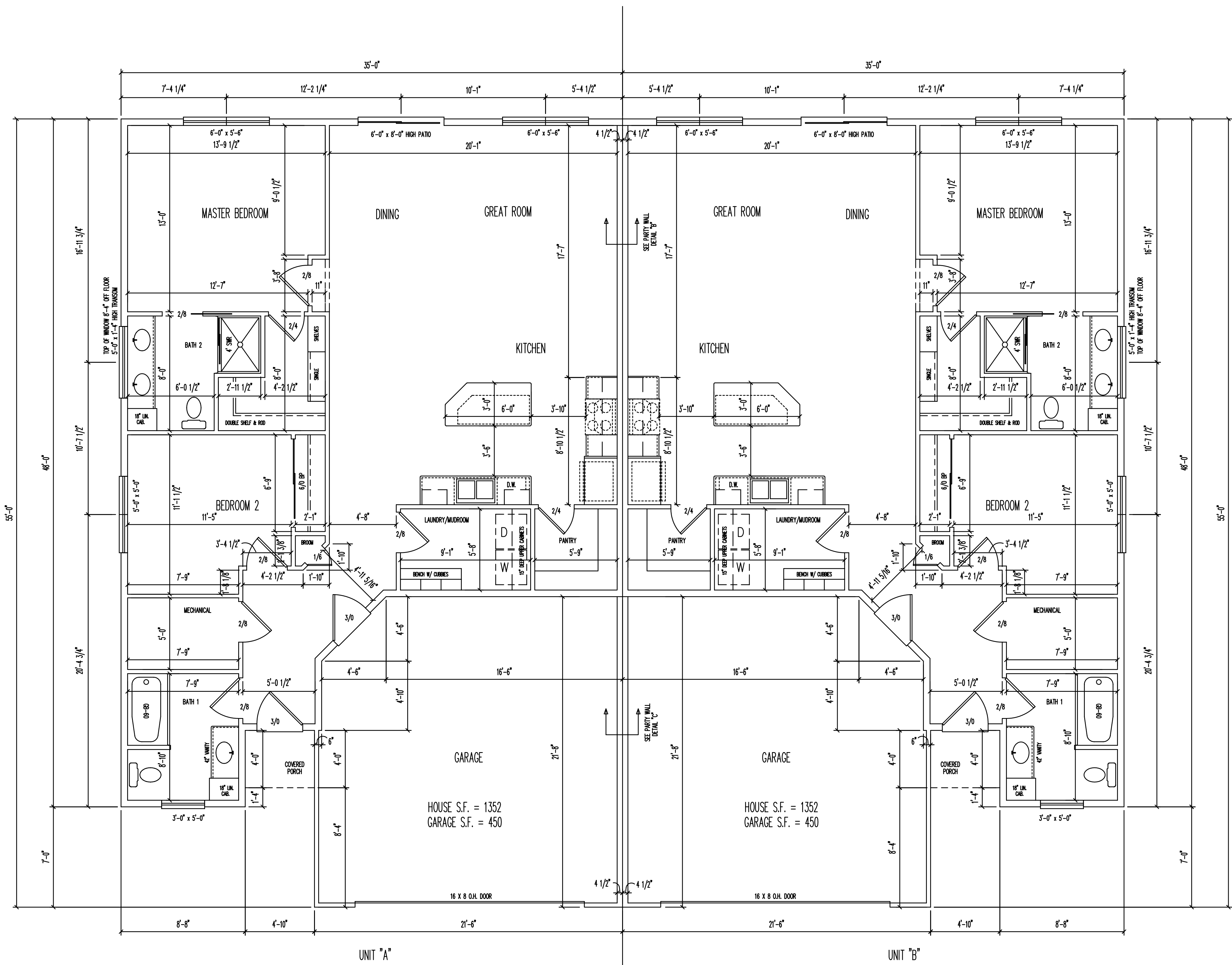


LEFT ELEVATION

NOTE:
ALTHOUGH EVERY EFFORT HAS BEEN
MADE IN PREPARING THESE PLANS,
AND CHECKING THEM FOR ACCURACY,
THE BUILDER HEREBY ASSUMES FULL
RESPONSIBILITY AND LIABILITY
FOR SAME IN BOTH DIMENSION AND
STRUCTURAL SOUNDNESS.

EACH CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ALL LOCAL
AND STATE BUILDING CODES THAT ARE APPLICABLE FOR THEIR
SPECIFIC TRADE. PLEASE CONSULT THE LATEST EDITION OF THE
WISC. UNIFORM DWELLING CODE, AS PUBLISHED BY THE DEPT.
OF INDUSTRY, LABOR, AND HUMAN RELATIONS OR CONTACT
THE LOCAL BUILDING INSPECTION DEPARTMENT FOR THEIR OPINION.

2283 NORTHERN CONSTRUCTION
EXTERIOR ELEVATIONS



NOTE: ALL HOUSE EXTERIOR WALLS ARE 9'-1 1/8"
(UNLESS NOTED OTHERWISE)

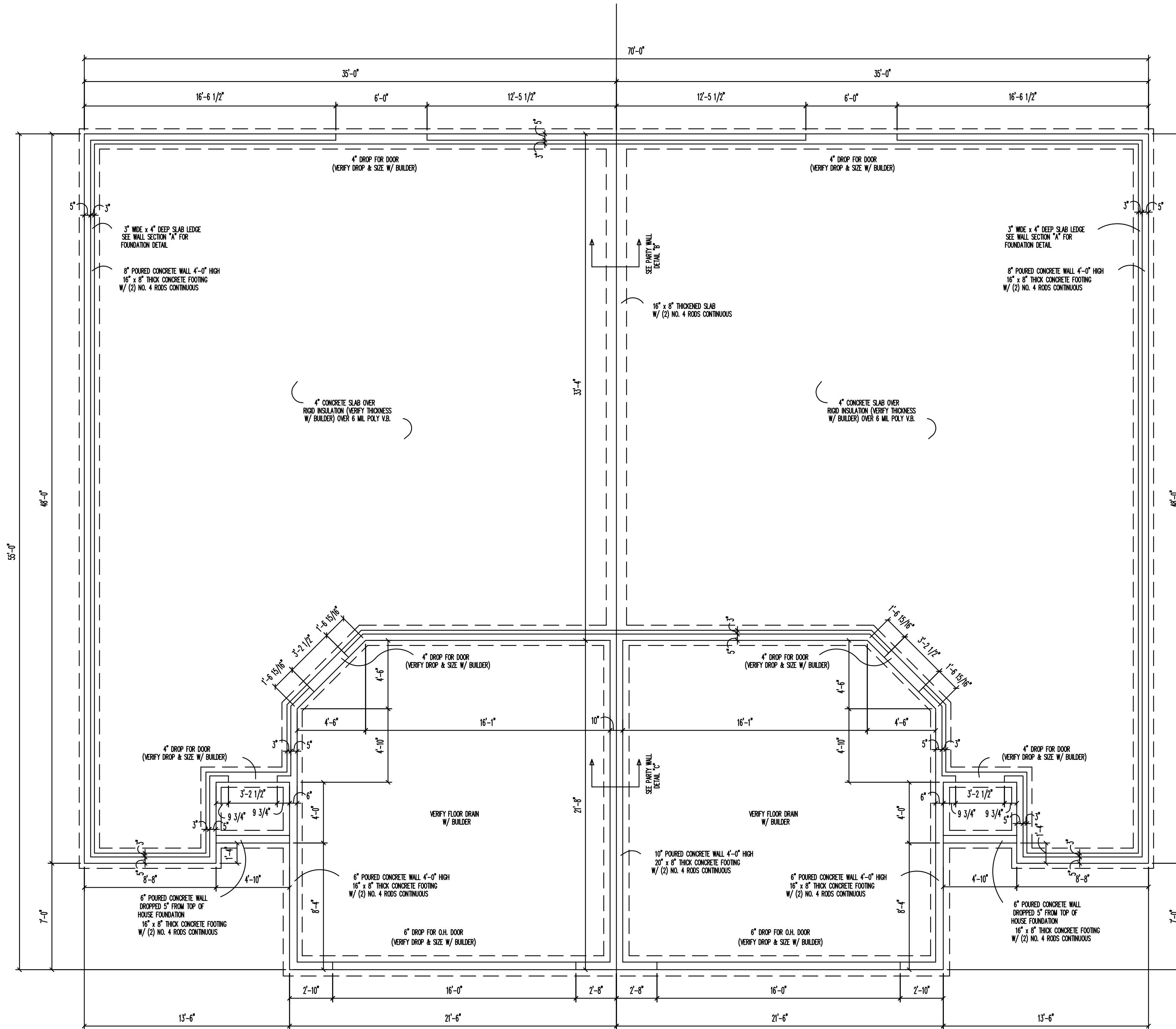
TOP OF WINDOW ARE 7'-11 3/8" OFF TOP OF FLOOR

WINDOW SIZES ARE APPROXIMATE, VERIFY EXACT
FRAMING ROUGH OPENINGS WITH MANUFACTURER

NOTE:
ALTHOUGH EVERY EFFORT HAS BEEN
MADE IN PREPARING THESE PLANS,
AND CHECKING THEM FOR ACCURACY,
THE BUILDER HEREBY ASSUMES FULL
RESPONSIBILITY AND LIABILITY
FOR SAME IN BOTH DIMENSION AND
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EACH CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ALL LOCAL
AND STATE BUILDING CODES THAT ARE APPLICABLE FOR THEIR
SPECIFIC TRADE. PLEASE CONSULT THE LATEST EDITION OF THE
M.S.C. UNIFORM DWELLING CODE AS PUBLISHED BY THE DEPT.
OF INDUSTRY, LABOR, AND HUMAN RELATIONS OR CONTACT
THE LOCAL BUILDING INSPECTION DEPARTMENT FOR THEIR OPINION

2283 NORTHERN CONSTRUCTION
FLOOR PLAN

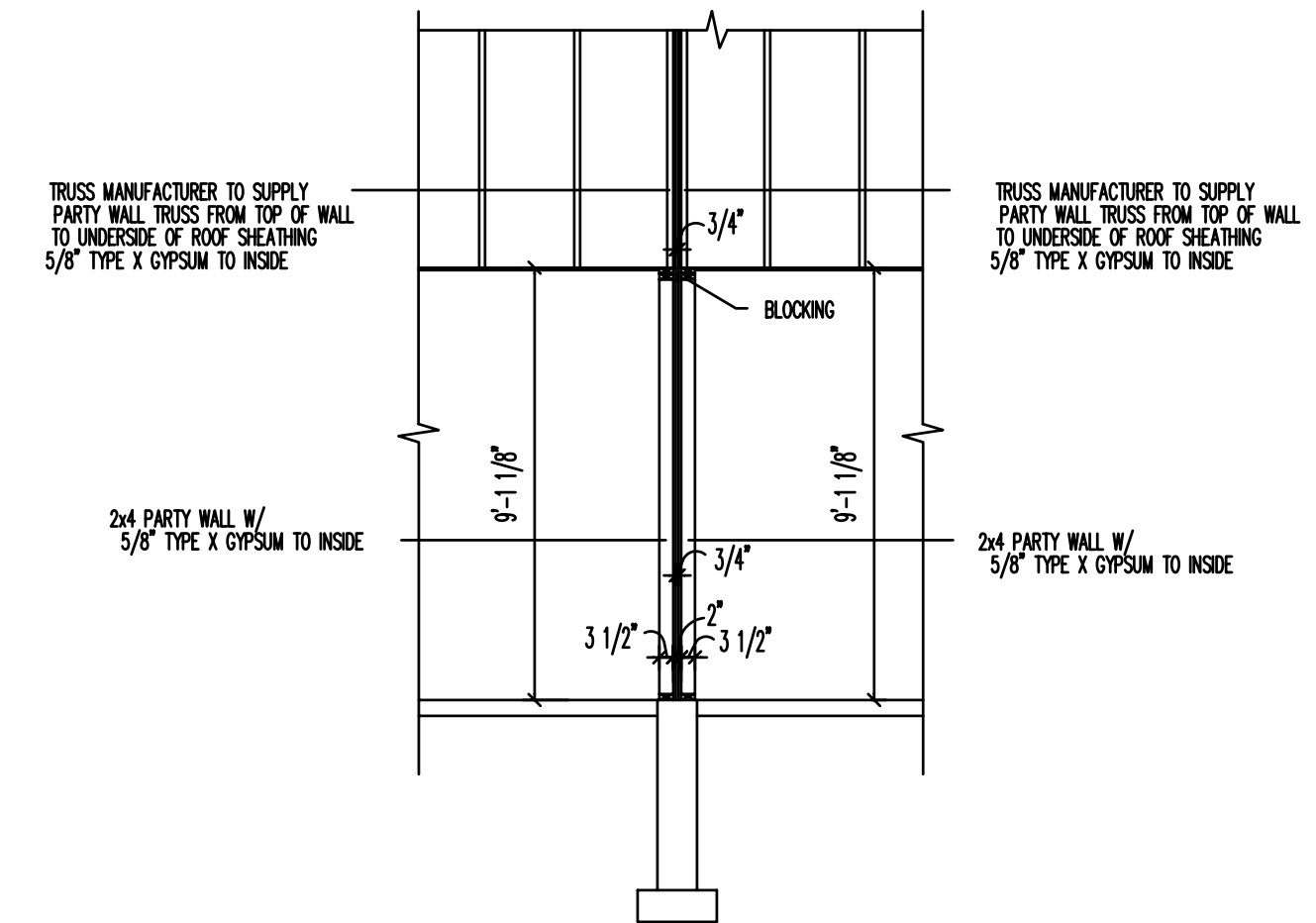


NOTE:
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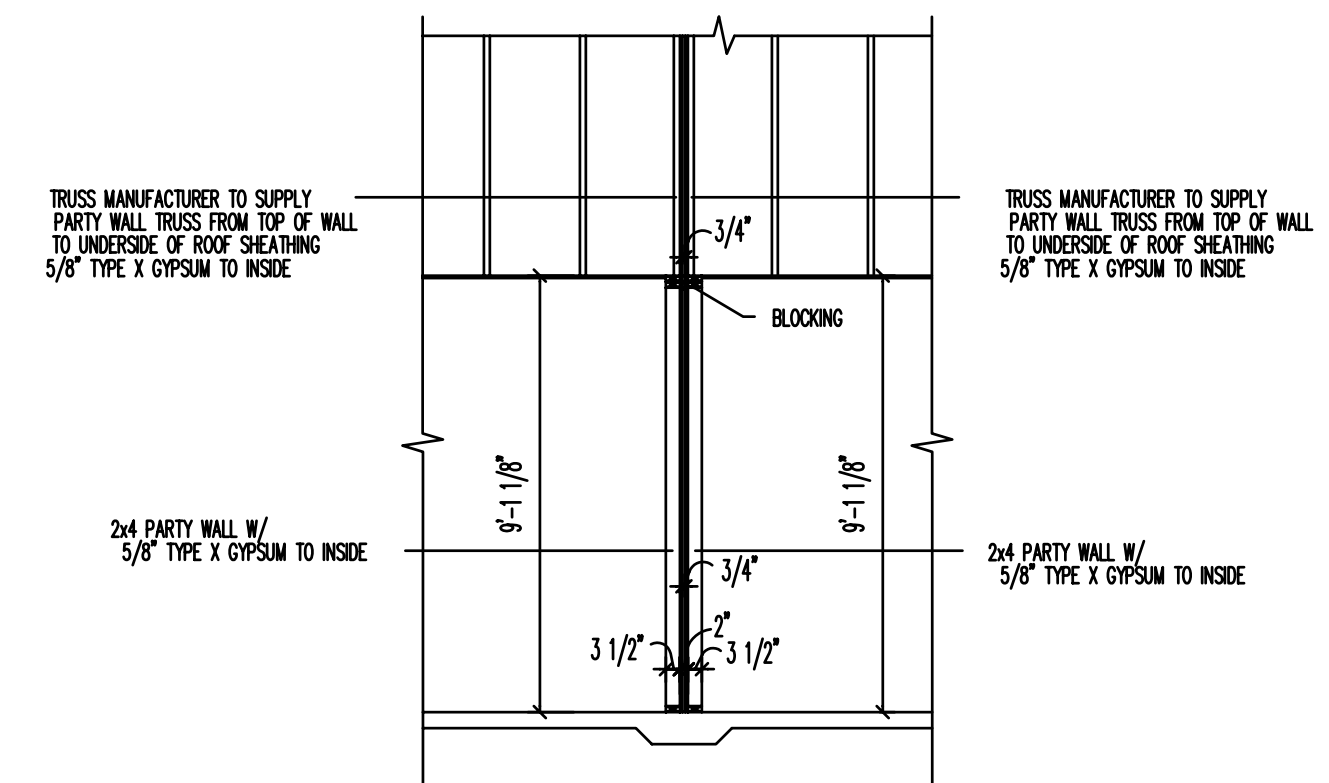
EACH CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ALL LOCAL
AND STATE BUILDING CODES THAT ARE APPLICABLE FOR THEIR
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M.S.C. UNIFORM DWELLING CODE AS PUBLISHED BY THE DEPT.
OF INDUSTRY, LABOR, AND HUMAN RELATIONS OR CONTACT
THE LOCAL BUILDING INSPECTION DEPARTMENT FOR THEIR OPINION

NOTE: MASON TO SIZE REINFORCING
BASED ON SITE CONDITIONS

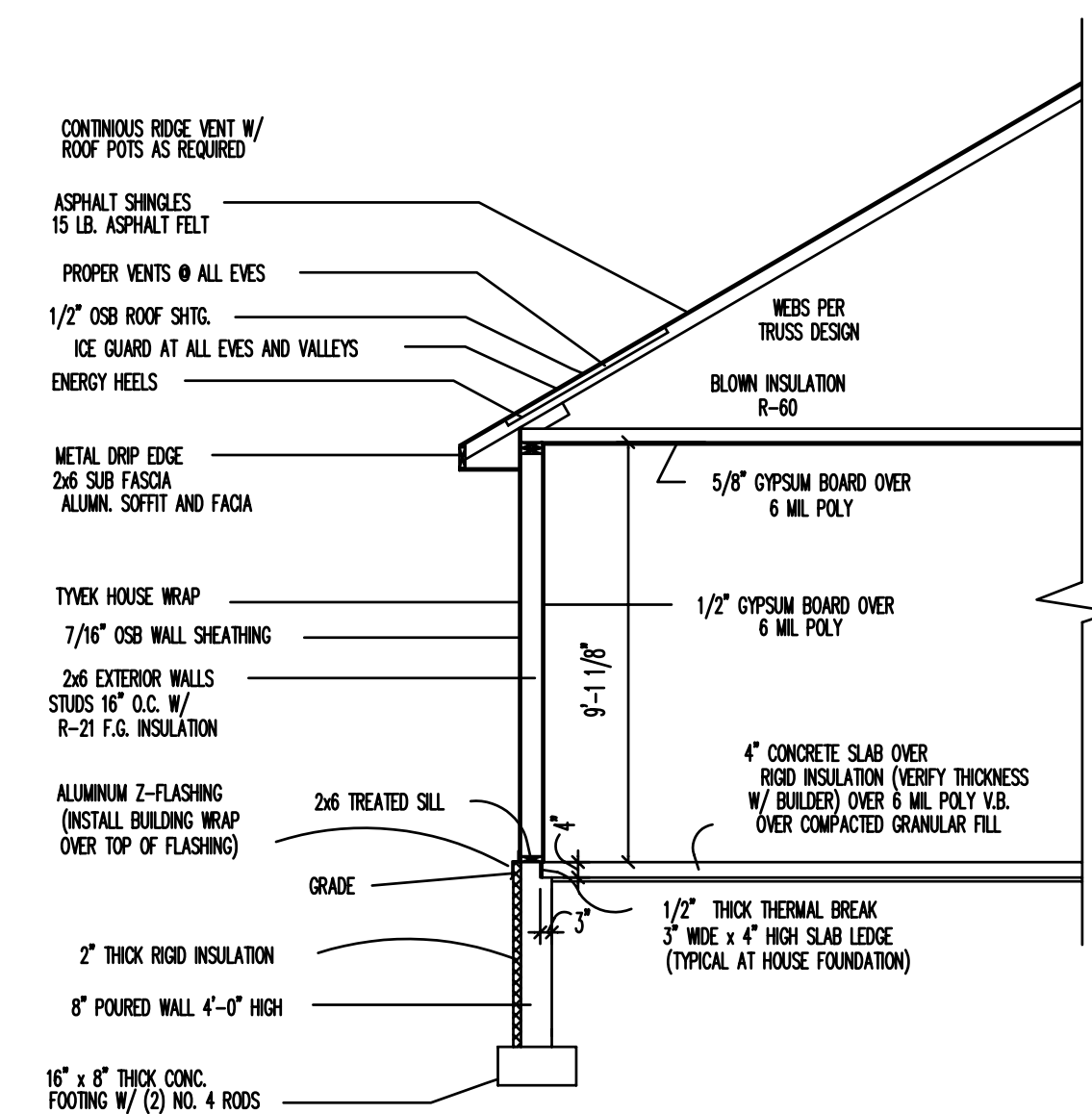
NOTE: SOIL BEARING CAPACITY IS ASSUMED TO
BE 2000 LBS./S.F. GENERAL CONTRACTOR
NOTIFY DESIGNER IF CAPACITY IS LESS TO
RE-SIZE FOOTINGS



PARTY WALL DETAIL "C"



PARTY WALL DETAIL "B"



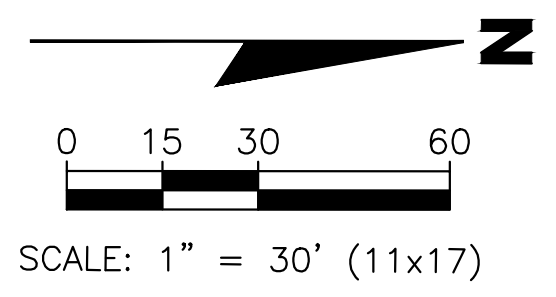
WALL SECTION "A"
1/4" = 1'-0"

2283 NORTHERN CONSTRUCTION
FOUNDATION PLAN

ROTATE: 90

PLOT DATE: 6-19-2020

FILE NAME: JAKUSZ-DOOLITTLE_BASE.DWG



DOOLITTLE DRIVE

PHASE 1 - DUPLEX DEVELOPMENT

LOT SIZE: 43,680 SF (1.003 AC)
WIDTH: 105'
DEPTH: 416'
ZONED: R-4 MULTIPLE FAMILY I RESIDENTIAL

PHASE 2 - DUPLEX DEVELOPMENT

LOT SIZE: 43,575 SF (1.000 AC)
WIDTH: 105'
DEPTH: 415'
ZONED: R-4 MULTIPLE FAMILY I RESIDENTIAL

EXISTING SITE PLAN NOTES:

UTILITY FACILITIES SHOWN WITHIN THE PLANS ARE APPROXIMATE AND THERE MAY BE OTHER FACILITIES NOT SHOWN. PRIVATE UTILITIES AND OTHER UTILITIES NOT LOCATED BY A DIGGERS HOTLINE LOCATE ARE NOT SHOWN. FIELD VERIFY AND LOCATE ALL UTILITIES FOR ACTUAL LOCATIONS, OTHER FACILITIES, SIZES, TYPES, MATERIAL, AND DEPTHS.

BENCHMARKS		
NO.	ELEV.	DESCRIPTION
A	1099.19	BURY BOLT ON HYDRANT, 550' EAST OF WILSHIRE BLVD/DOOLITTLE DR INT

Revisions:

Job No: XXXXXX.XX

Scale: 1"=30'

Designed: DLG

Drawn: DDK

Checked: DLG

Date: 6/19

Date: 6/19

Date: 6/19

 **G REMMER & ASSOCIATES, INC.**
CONSULTING ENGINEERS
Stevens Point • Fond du Lac
120 Wilshire Roadwest North • Stevens Point, WI 54481
(715) 341-4262 • Fax (715) 341-1056

NORTHERN CONSTRUCTION INC

6056 SHARONWOOD LANE

STEVENS POINT, WI 54482

DOOLITTLE DR – DUPLEX DEVELOPMENT

STEVENS POINT, PORTAGE COUNTY, WI

EXISTING SITE PLAN

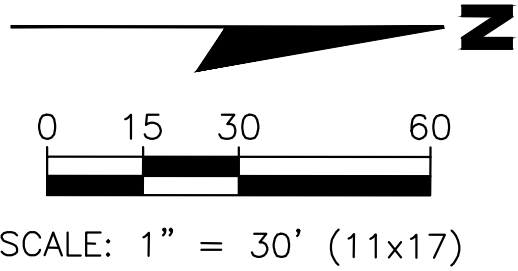
C1

1

ROTATE: 90

PLOT DATE: 7-20-2020

FILE NAME: JAKUSZ-DOOLITTLE_BASE.DWG



DOOLITTLE DRIVE

STOP

R1-1
30"X30"

HMA PAVEMENT

BASE AGGREGATE
DENSE

CONCRETE

PROPOSED RETENTION /
INFILTRATION AREA

REFUSE AREA
FENCE REQUIRED

PROPOSED RETENTION /
INFILTRATION AREA

SITE PLAN KEYNOTES:

1 SNOW STORAGE

SITE PLAN NOTES:

SAWCUT REQUIRED AT ALL LOCATIONS WHERE
PROPOSED PAVEMENT ABUTS EXISTING PAVEMENT

FENCING FOR PRIVATE REFUSE LOCATION SHALL
COMPLY WITH CITY OF STEVENS POINT'S ZONING
REGULATIONS.

Revisions:

Job No: XXXXXX.XX
Scale: 1"=30'

Designed:	DLG	Date:	6/19
Drawn:	DDK	Date:	6/19
Checked:	DLG	Date:	6/19

G GREMMER
& ASSOCIATES, INC.
CONSULTING ENGINEERS
Stevens Point • Fond du Lac
120 Wildlife Boulevard North • Stevens Point, WI 54481
(715) 341-4563 • fax (715) 341-1566

NORTHERN CONSTRUCTION INC
6056 SHARONWOOD LANE
STEVENS POINT, WI 54482

DOOLITTLE DR – DUPLEX DEVELOPMENT
STEVENS POINT, PORTAGE COUNTY, WI

SITE PLAN

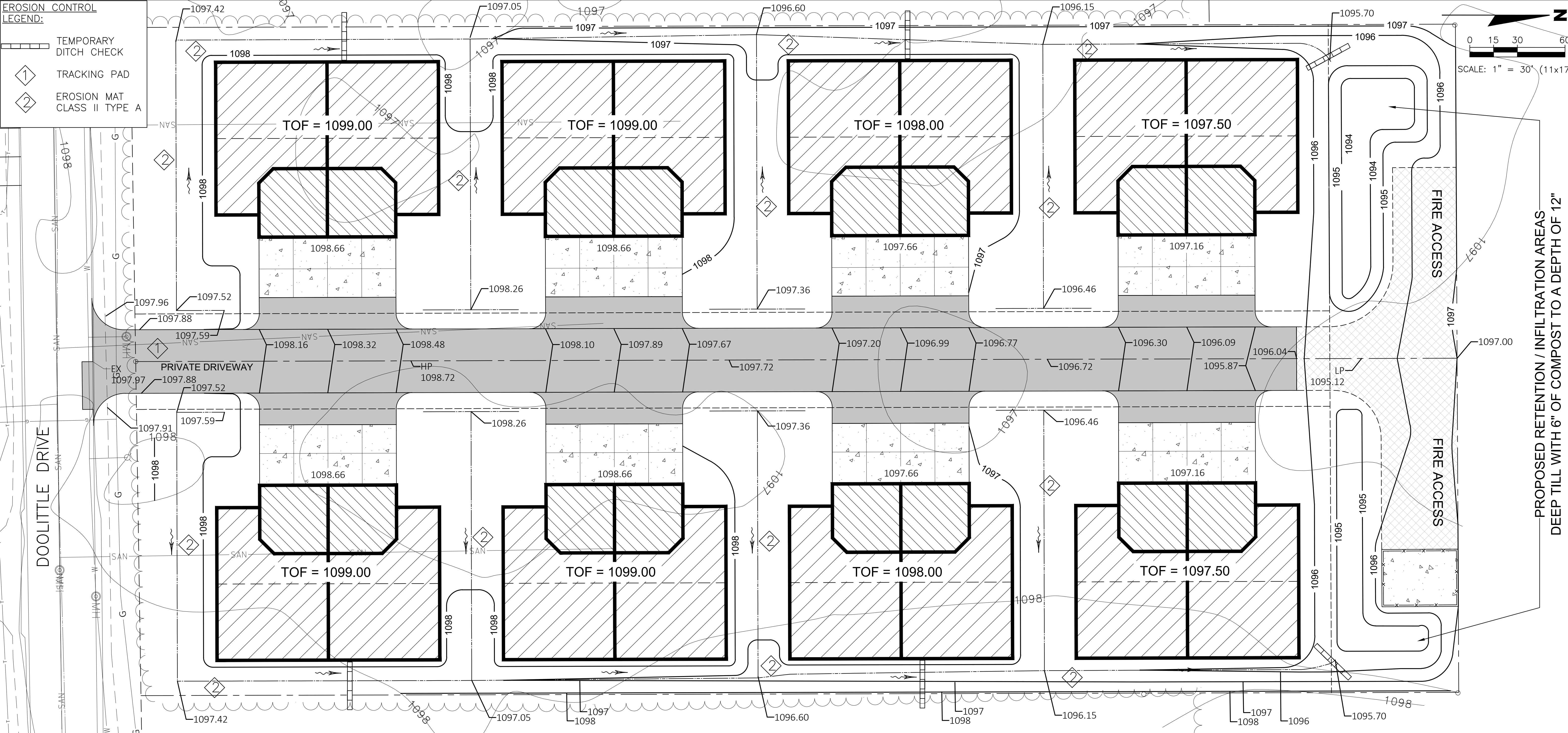
C1

2

ROTATE: 90

PLOT DATE: 7-20-2020

FILE NAME: JAKUSZ-DOOLITTLE_BASE.DWG



GRADING NOTES:

CONTACT DIGGERS HOTLINE BEFORE EXCAVATING (1-800-242-8511).

UTILITIES SHOWN ARE APPROXIMATE AND MAY BE INCOMPLETE, FIELD VERIFY ACTUAL LOCATIONS, ADDITIONAL FACILITIES, DEPTHS, MATERIALS AND SIZES.

ALL PROPOSED SPOT ELEVATIONS AND PROPOSED CONTOURS ARE TO FINAL GRADE, UNLESS NOTED OTHERWISE.

ALL GRASS SLOPES ARE 4:1 OR FLATTER IN SIDE AND FRONT YARD LOCATIONS. ALL GRASS SLOPES ARE 3:1 OR FLATTER IN BACK YARD LOCATIONS.

PROTECT AND DO NOT DISTURB PROPERTY CORNERS.

CONTRACTOR SHALL NOT OVER COMPACT THE EXISTING SANDY SUBGRADE SOILS OR THE PROPOSED TOPSOIL WITHIN THE EXISTING AND PROPOSED RETENTION/INFILTRATION AND SWALE AREA. CONTRACTOR SHALL PROVIDE A SANDY TYPE TOPSOIL AND SCARIFY THE EXISTING SUBGRADE TO PROMOTE STORMWATER INFILTRATION.

EROSION CONTROL NOTES:

EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH LOCAL ORDINANCES, AND IMPLEMENTED AND CONSTRUCTED IN ACCORDANCE WITH WDNR CONSERVATION PRACTICE TECHNICAL STANDARDS. EROSION CONTROL ITEMS SHALL BE FIELD LOCATED AS NEEDED.

TRACKING PAD SHALL BE INSTALLED FOR ANY EQUIPMENT OPERATING ON SOIL BEFORE LEAVING THE SITE. TRACKING PAD SHALL FOLLOW WDNR TECHNICAL STANDARD 1057.

ALL AREAS DISTURBED BY CONSTRUCTION SHALL RECEIVE 4" (MIN.) TOPSOIL, SEED, FERTILIZER, AND MULCH. SEEDING SHALL BE PERFORMED IN ACCORDANCE WITH WDNR SEEDING TECHNICAL STANDARDS 1059.

INSTALL SILT FENCE IN AREAS WHERE ON-SITE SOILS AND STORMWATER MAY EXIT THE CONSTRUCTION SITE.

ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH DAY. FLUSHING SHALL NOT BE ALLOWED.

FOR ANY DISTURBED AREA THAT REMAINS INACTIVE FOR MORE THAN 7 WORKING DAYS, OR WHERE GRADING EXTENDS BEYOND THE PERMANENT SEEDING DEADLINES, THE SITE MUST BE TREATED WITH TEMPORARY STABILIZATION MEASURES SUCH AS SOIL TREATMENT, TEMPORARY SEEDING AND/OR MULCHING, EMAT, OR ANIONIC POLYACRYLAMIDE (PAM) AS A TEMPORARY SOIL BINDING AGENT.

ALL DISTURBED AREAS SHALL BE TREATED WITH STABILIZATION MEASURES AS SPECIFIED WITHIN 3 WORKING DAYS OF FINAL GRADING.

ALL TEMPORARY BEST MANAGEMENT PRACTICES SHALL BE MAINTAINED UNTIL THE SITE IS STABILIZED.

ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR THE APPLICATION OF THE STABILIZATION MEASURE MUST BE REPAIRED AND THE STABILIZATION WORK REDONE. THE SITE WORK MUST DEMONSTRATE LONG-TERM EROSION STABILIZATION FROM VARIATIONS OF SEASONAL RAINFALL/RUNOFF CONDITIONS.

ALL SWALE LOCATIONS SHALL HAVE EROSION MAT CLASS II TYPE A DOWN FLOWLINE

Revisions:

Job No: XXXXXX.XX
Scale: 1"=30'

Designed: DLG	Date: 6/19
Drawn: DDK	Date: 6/19
Checked: DLG	Date: 6/19

**G REMMER & ASSOCIATES, INC.**
CONSULTING ENGINEERS
Stevens Point • Fond du Lac
120 W. Madison Boulevard North • Stevens Point, WI 54481
(715) 341-4263 • fax (715) 341-1866

NORTHERN CONSTRUCTION INC
6056 SHARONWOOD LANE
STEVENS POINT, WI 54482

DOOLITTLE DR – DUPLEX DEVELOPMENT
STEVENS POINT, PORTAGE COUNTY, WI

GRADING / DRAINAGE
AND EROSION CONTROL PLAN

C1
3

ROTATE: 90

10-26-2020

FILE NAME: JAKUSZ-DOOLITTLE_BASE.DWG

DOOLITTLE DRIVE

8" SANITARY (PVC)
8" WATERMAIN (DUCTILE IRON)

CAP EXISTING SANITARY SERVICE / REMOVE
AS NEEDED FOR BUILDING EXCAVATION

REMOVE
AND PLUG
EXISTING
WATER
SERVICE AT
WATERMAIN

EXISTING WATERMAIN
MANHOLE
(REMOVE)

WATERMAIN MANHOLE /
6" GATE VALVE

370 LF OF 6" WATERMAIN
7.5' MINIMUM DEPTH FROM
TOP OF PIPE TO FINISHED
GRADE, UNLESS NOTED
OTHERWISE
(FIELD VERIFY DEPTH OF
EXISTING WATERMAIN
CONNECTION)

368 LF OF 6" SANITARY
1.18% SLOPE
(FIELD VERIFY DEPTH OF
EXISTING SANITARY ON
DOOLITTLE DRIVE)

FIELD VERIFY SANITARY-
LATERAL DEPTH. RAISE
MINIMUM WATERMAIN
DEPTH TO 6' MINIMUM
AS NEEDED.

SAN MH 1
N: 207957.148
E: 172674.687
RIM: 1096.26
INV OUT (S): 1090.21

ROADWAY RESTORATION
(SEE DETAILS)

EXISTING HYDRANT

SAN MH 2
N: 207588.976
E: 172673.363
RIM: 1098.22
INV OUT (W): 1085.75
INV IN (S): 1085.85
INV IN (E): 1085.75

CAP EXISTING SANITARY SERVICE / REMOVE
AS NEEDED FOR BUILDING EXCAVATION

CURB BOX, TYP

HYDRANT BRANCH

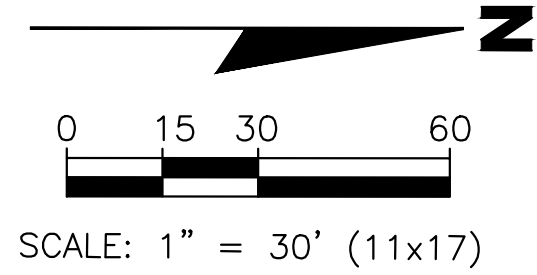
FIRE ACCESS

FIRE ACCESS

UTILITY PLAN NOTES:

ALL PROPOSED SANITARY SEWER AND WATERMAIN
FACILITIES PRODUCTS, MATERIALS, EXCAVATION, AND
CONSTRUCTION SHALL CONFORM WITH THE CITY OF
STEVENS POINT'S CURRENT WATER-SEWER
REQUIREMENTS.

FIELD VERIFY EXISTING DEPTHS/LOCATIONS/MATERIALS
OF SANITARY AND WATERMAIN



Revisions:

Job No: XXXXXX.XX
Scale: 1"=30'

Designed: DLG Date: 10/26
Drawn: DDK Date: 10/26
Checked: DLG Date: 10/26



NORTHERN CONSTRUCTION INC
6056 SHARONWOOD LANE
STEVENS POINT, WI 54482

DOOLITTLE DR – DUPLEX DEVELOPMENT
STEVENS POINT, PORTAGE COUNTY, WI

UTILITY PLAN

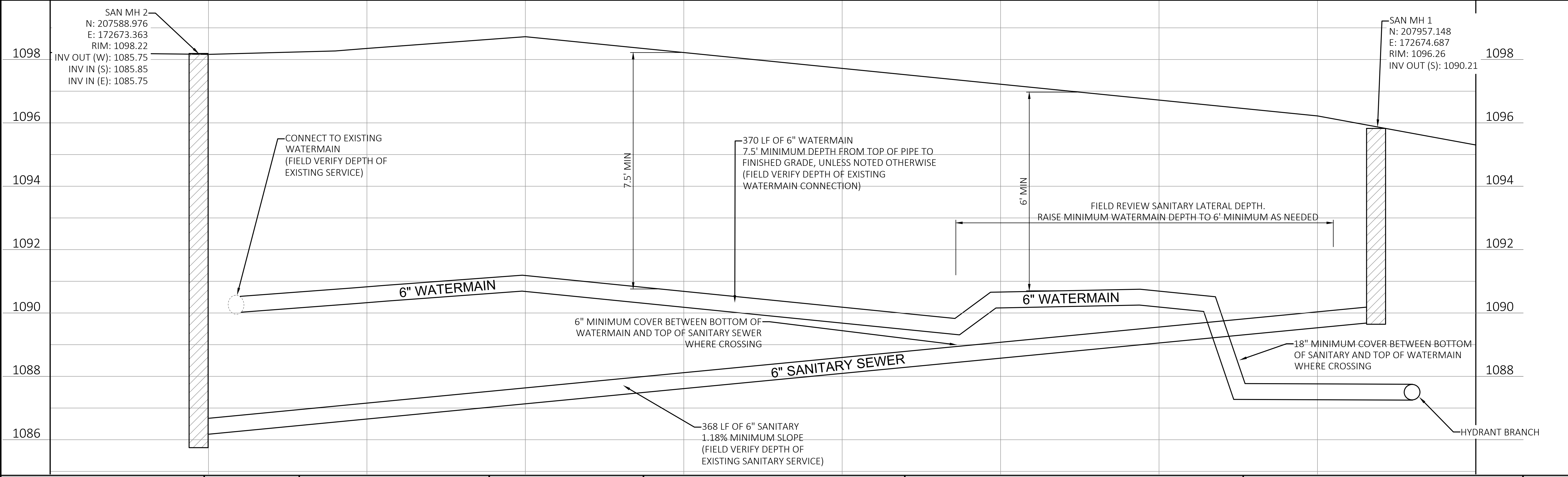
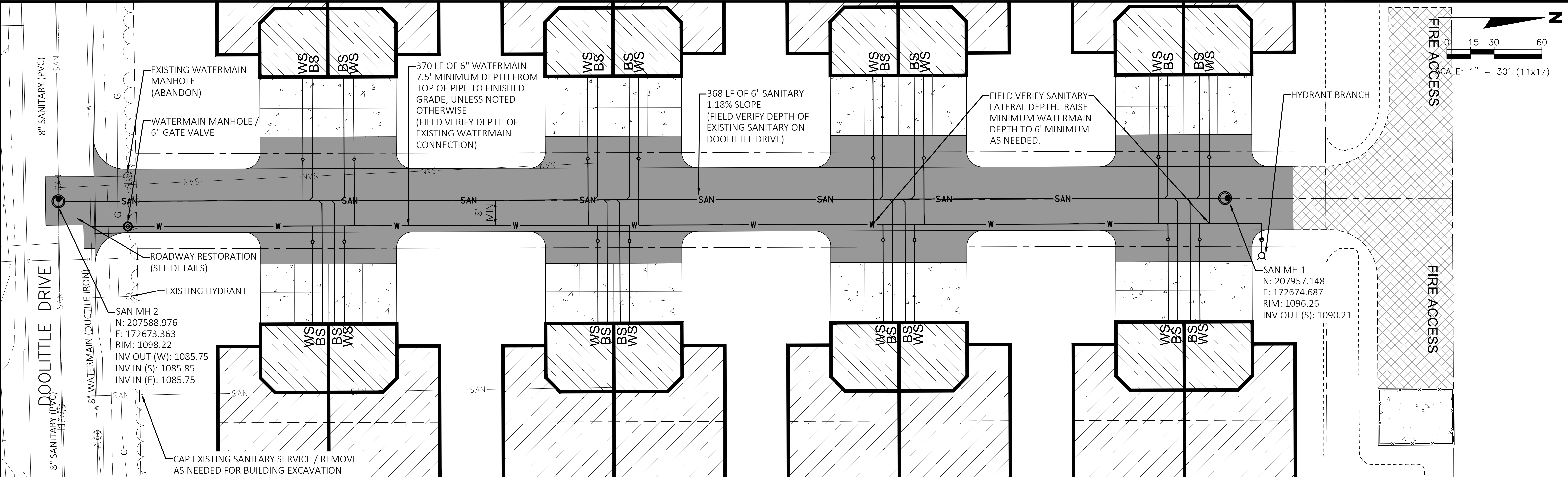
C1

4

ROTATE: 90

PLOT DATE: 10-26-2020

FILE NAME: JAKUSZ-DOOLITTLE_BASE.DWG

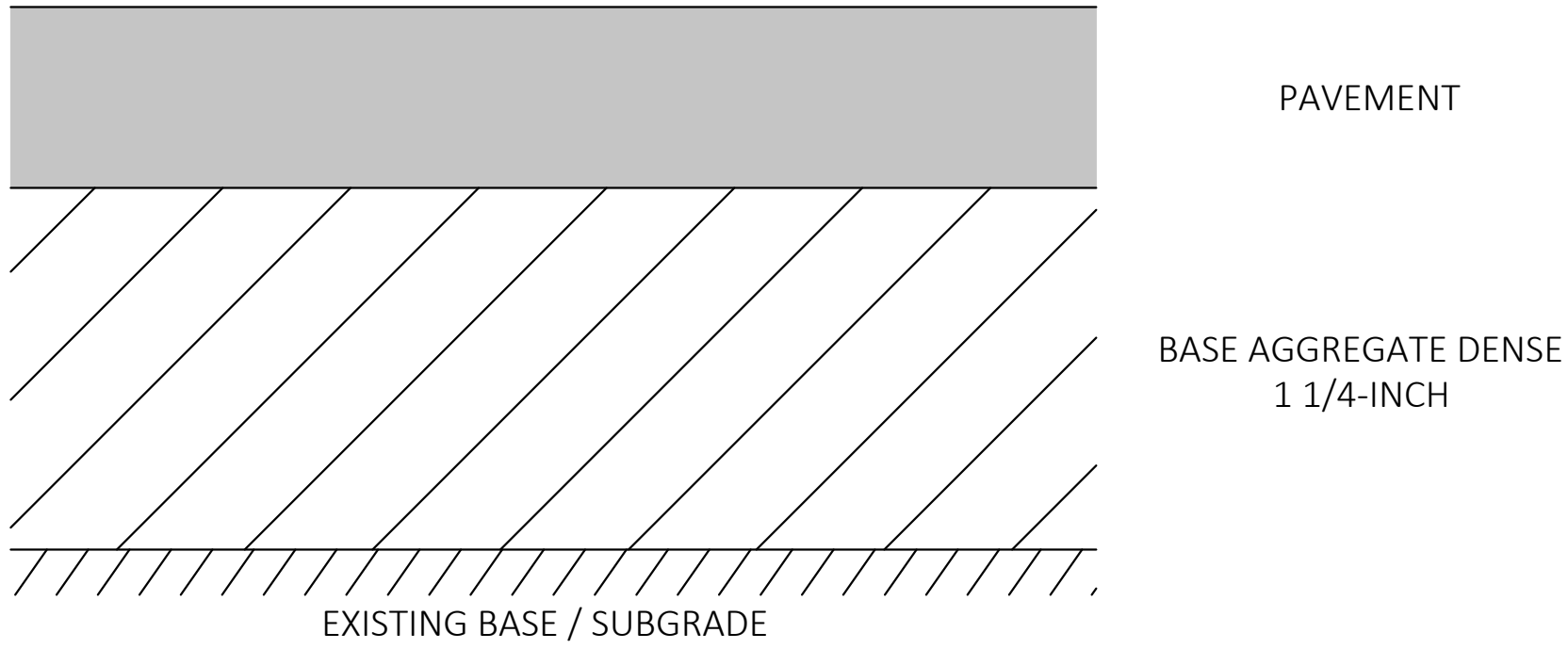


Revisions:	Job No: XXXXX.XX	Designed: DLG	Date: 10/26	 120 Winkler Road West • Stevens Point, WI 54481 (715) 541-4262 • Fax: (715) 541-1056	NORTHERN CONSTRUCTION INC 6056 SHARONWOOD LANE STEVENS POINT, WI 54482	DOOLITTLE DR – DUPLEX DEVELOPMENT STEVENS POINT, PORTAGE COUNTY, WI	UTILITY PLAN PROFILE	C1
	Scale: 1"=30'	Drawn: DDK	Date: 10/26					5
		Checked: DLG	Date: 10/26					

ROTATE: 90

PLOT DATE: 6-19-2020

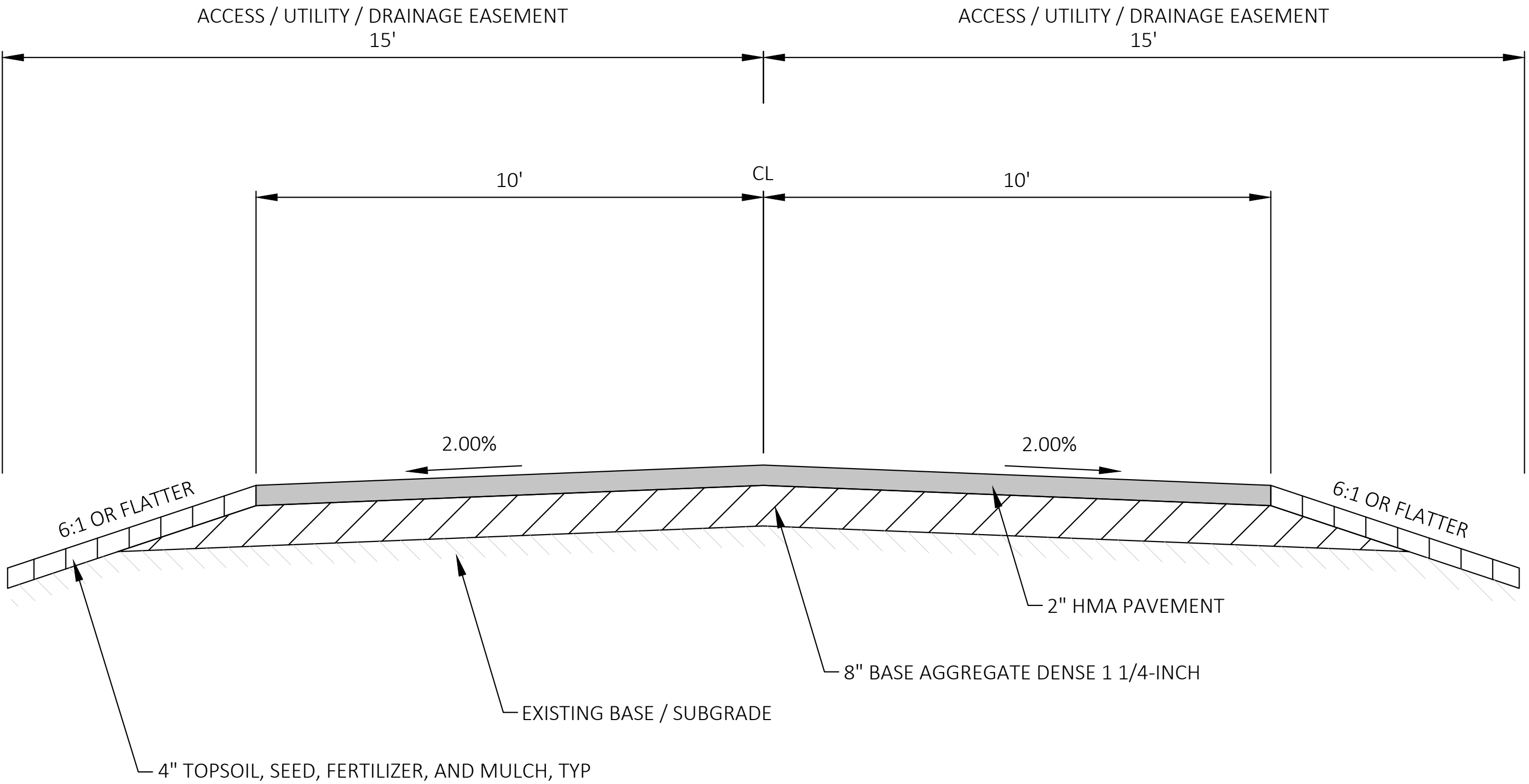
FILE NAME: JAKUSZ-DOOLITTLE_BASE.DWG



PAVEMENT AREA
DOOLITTLE DRIVE

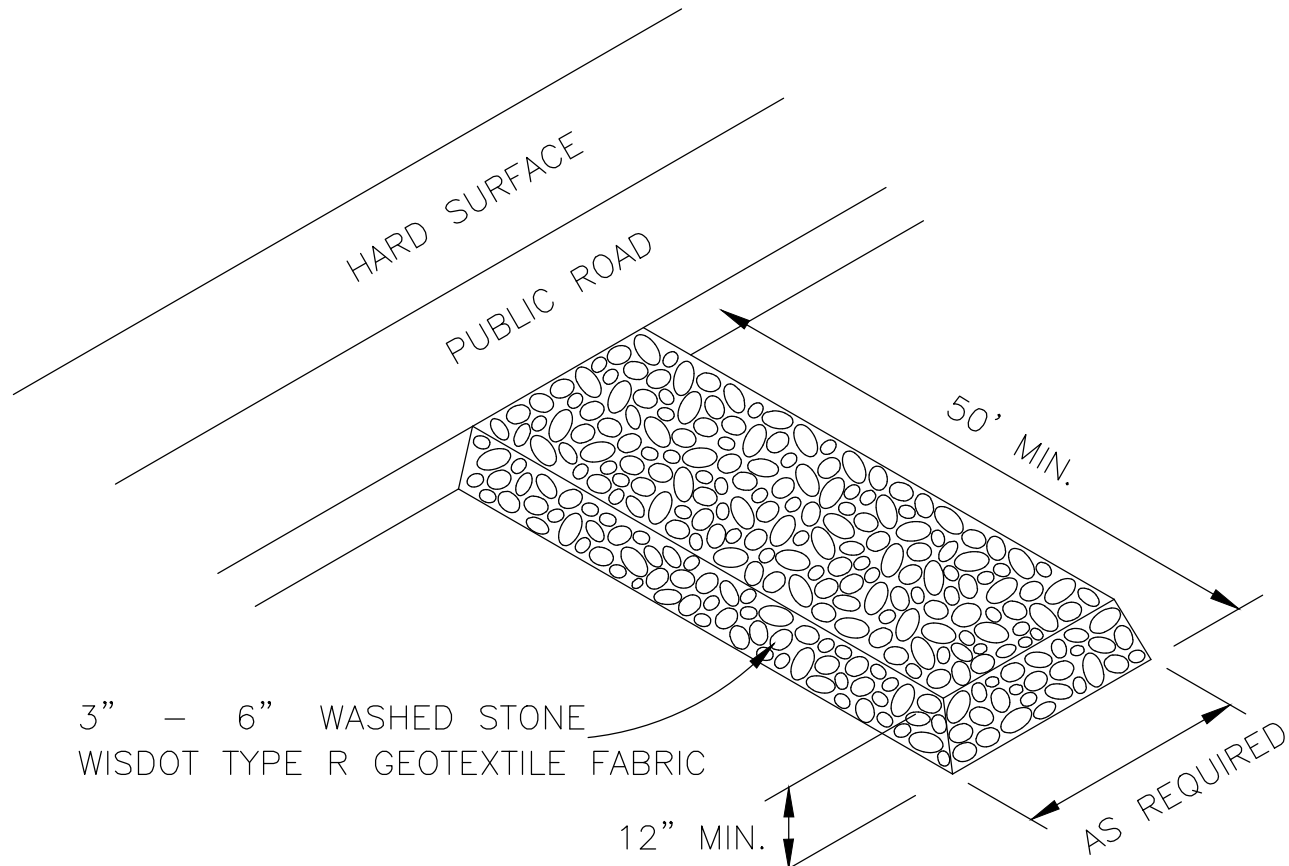
PAVEMENT STRUCTURE*
3.0" HMA PAVEMENT
8" BASE AGGREGATE DENSE 1 1/4-INCH

PAVEMENT RESTORATION DETAIL

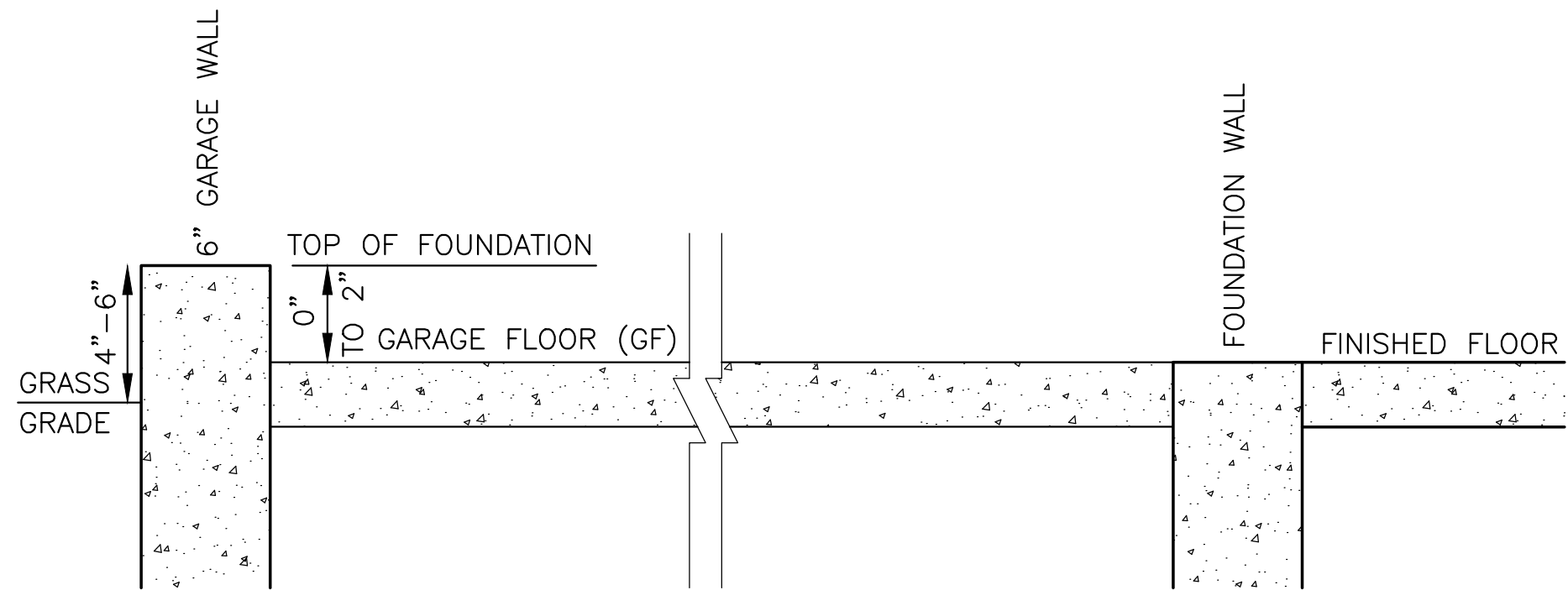


DRIVEWAY DETAIL

- NOTES:
1. VEHICLE TRACKING PAD SHALL BE LOCATED AT EVERY ENTRANCE/EXIT TO THE CONSTRUCTION SITE.
 2. VEHICLE TRACKING MAT SHALL BE MAINTAINED AS NEEDED TO PREVENT ANY MATERIAL FROM BEING TRACKED ONTO VILLAGE STREET.
 3. SEDIMENT AND OTHER MATERIAL SPILLED, DROPPED OR TRACKED ONTO VILLAGE STREET SHALL BE IMMEDIATELY REMOVED.



TRACKING PAD DETAIL



GARAGE FLOOR ELEVATION DETAIL

ABBREVIATIONS:

AC	ACRES
BS	BUILDING SERVICE
CONC	CONCRETE
E	EASTING
G	GAS
HMA	HOT MIX ASPHALT
HP	HIGH POINT
INV	INVERT
LP	LOW POINT
MH	MANHOLE
N	NORTHING
R	RADIUS
SAN	SANITARY SEWER
SF	SQUARE FOOT
T	TELECOMMUNICATION
TOF	TOP OF FOUNDATION
TYP	TYPICAL
WAT	WATERMAIN
WS	WATER SERVICE

Revisions:

Job No: XXXXXX.XX
Scale: 1"=30'

Designed: DLG	Date: 6/19
Drawn: DDK	Date: 6/19
Checked: DLG	Date: 6/19



NORTHERN CONSTRUCTION INC
6056 SHARONWOOD LANE
STEVENS POINT, WI 54482

DOOLITTLE DR – DUPLEX DEVELOPMENT
STEVENS POINT, PORTAGE COUNTY, WI

DETAILS

C2
1

Administrative Staff Report

Construct a Detached Garage

Whiting Avenue

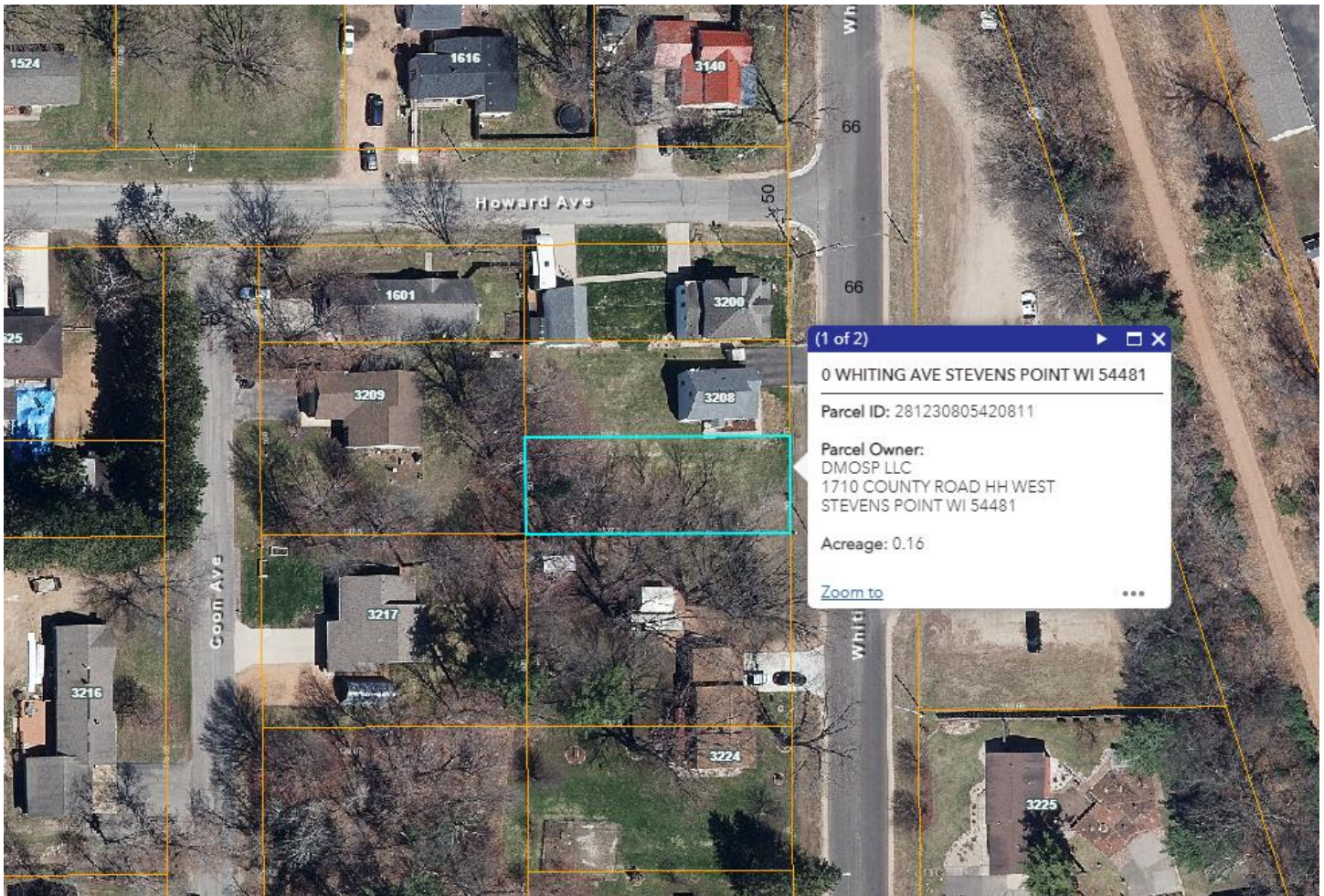
October 4, 2021



Department of Community
Development

Applicant(s): - Edward Kraklow Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281230805420811 Zone(s): "R-2" Single-Family Residence District Master Plan: - Single-Family Residential Council District: - District 10 Ald. Fishler Lot Information: - Frontage: 50 ft. - Depth: 137.5 ft. - Lot Size: 6,875 sq. ft. (0.158 ac.) Current Use: - Vacant Applicable Regulations: 23.04(2)	Request - Public Hearing and action on a request from Edward Kraklow for a conditional use permit to construct an accessory building on an unaddressed parcel off of Whiting Avenue (Parcel ID 281230805420811) where a principal use does not exist on the property, consistent with Ch. 23.04(2). Attachment(s) - Application - Plans Findings of Fact - The applicant is requesting to construct a 900 sq ft garage on the subject property. - The proposed garage will be the sole structure and use of the property. - Accessory buildings and uses shall be located either on the same lot as the principal use that it is serving or directly across the street from the principal use. If either scenario is not met, a conditional use permit is required. - The proposed garage would serve the single-family residence located at 2608 Center Street. A single-family residence is planned to be constructed on the property after completion of the proposed garage. - The Plan Commission and Common Council may attach additional conditions onto this request. Staff Recommendation Deny the conditional use request to construct a detached garage on an addressed parcel off of Whiting Avenue (Parcel ID 281230805420811) where a principal use does not exist on the property due to the following reason: - Constructing solely a detached garage on the property would be at odds with the intended land use plan of the property per the City's Comprehensive Plan. Staff would recommend the applicant obtain a building permit to construct both the garage and house at the same time. - The principal use is not within the vicinity of the lot per finding of fact #4. Staff believes that this is not within the spirit of the zoning code's allowable exceptions.
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Vicinity Map



Background

Overview: The applicant is requesting a conditional use permit to construct a 900 sq ft detached garage on an unaddressed parcel off of Whiting Avenue. With the intent to construct a single-family residence on the subject property in the future, the detached garage is proposed to be located in the rear of the property and meet minimum setback requirements of the “R-2” Single-Family Residence District (27’ 6” from the rear lot line and a minimum 8’ setback from the side lot line). The structure is proposed to be nine feet in height and meets maximum height restrictions for accessory structures (i.e., 15 feet).

The intended single-family residence would maintain a 25’ setback from the Whiting Avenue Right-of-Way, a ten-foot side yard setback from the northern property line and a 13’ side yard setback from the southern lot line. A separation of 13 feet would exist between the house and detached garage, thereby meeting fire separation requirements. Lastly, a driveway is proposed to connect the detached garage with Whiting Avenue. The driveway would have a one-foot setback from the southern lot line (which is the minimum requirement for lots with 50 feet of width or less) and would have a driveway width of 12 feet (which exceeds the minimum eight-foot width requirement).

The subject property is approximately 6,875 sq ft in size. Within the “R-2” Single-Family Residence District, single-family residential uses are required to have a minimum lot size of 8,000 sq ft. While this lot does not meet the minimum lot size requirement, the Zoning Code provides exceptions for substandard lots that have been in existence prior to

February 23, 1979 (i.e., the effective date of the Zoning Code) that allows for a single-family use to exist. The subject property was created with the same dimensions that exists today due to an alleyway vacation on August 25, 1961. Code language highlighting this requirement is shown below.

Ch. 23.01(18) Nonconforming Premises.

Where a lot of record at the effective date of this ordinance, or a lot in a subdivision which the Common Council has officially approved and agreed to accept at the time of the effective date of this ordinance, has less area or width than herein required in the district in which it is located, said lot may nonetheless be used for a one-family dwelling or for any other non-dwelling use permitted in the district in which it is located.

The City's Zoning Code regulates where accessory uses may be located relative to the principal use that it is serving. Specifically, accessory uses are required to be located on the same zoning lot where the principal use is being served or immediately across the street from the principal use. A proposed accessory use that does not meet any of the two aforementioned standards are required to obtain a conditional use permit. With the applicant's primary residence being located at 2608 Center Street, the proposed accessory use is not located on the same lot or directly across the street from the single-family residence. Therefore, the Plan Commission and Common Council is required to review and render judgement on the request.



Ch. 23.04(2) Definitions.

ACCESSORY BUILDING OR USE is a building, use, or activity which is conducted or located on the premises or immediately across the street from the principal use served, clearly incidental to, subordinate in purpose to, and clearly operated and maintained solely for the comfort, convenience, necessity, or benefit of the occupant, employee, customer, or visitor of or to the principal use. The accessory use may not be located on a parcel where the principal use is not permitted. Any accessory use which is not on the site of, or is across the street from, the principal use must be reviewed and approved by the Common Council.

The request has been reviewed subject to the fourteen standards for reviewing a conditional use request. The following provides an overview of each review standard.

Standards of Review – Conditional Use Permit

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 proposed detached garage will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. Garages are commonplace within defined residential neighborhoods and are generally allowed to be located no closer than eight feet from an adjoining property. Although detached garages are able to be up to three feet from a side and rear property line (provided that a principal structure exists on the lot and the accessory structure is at least ten feet away from it), the proposed accessory use would need to meet the principal structure setback requirements for the “R-2” District as it would be the sole structure on the lot. Regardless of it the garage would be attached to or detached from the planned single-family residence on the lot, it would meet minimum setback requirements.

Findings: Under the proposed conditional use permit, the applicant is seeking to operate an accessory use as the sole use of the subject property. The proposed garage would be located 27’ 6” from the west lot line, 12’ from the southern lot line, 8’ from the northern lot line and 80’ from the Whiting Avenue Right-of-Way. Based on the garage’s proposed location, it meets the minimum setback requirements of the “R-2” District.

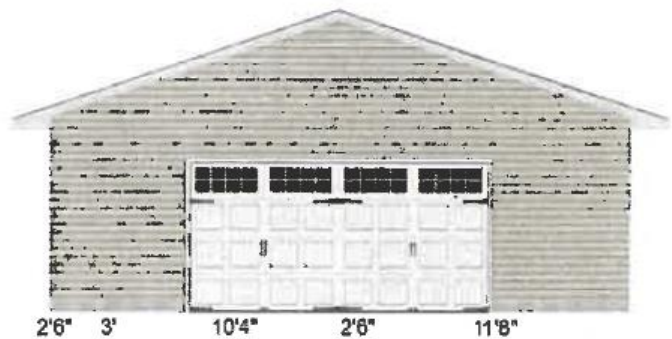
Lot Line	R-2 Minimum Setback Requirement	Proposed Garage (Findings)
Street	25’	80’
Side	A total of 20’ with one side not less than 8’	12’ from southern lot line, 8’ from northern lot line
Rear	20% of lot depth (minimum of 15 feet and not to exceed 30 feet)	27’ 6’

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

Analysis: Detached garages are a typical component of residential lots in the city. As stated above, the proposed garage will not be injurious to the use of residential lots as every lot is permitted one detached garage provided that it meets other Zoning and Building Code requirements (e.g., size, setbacks, height, etc.). The conditional use permit under consideration is asking to allow for an accessory use as the sole use of the property.

Findings: The applicant would still be required to obtain proper building permits and meet the zoning standards addressed above. Therefore, the use should not be injurious to the use and for the purpose already permitted.

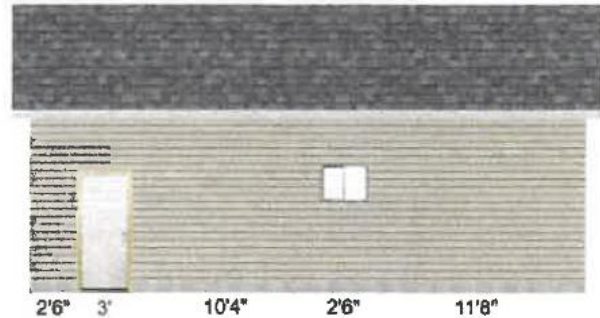
- The establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.**



Analysis: The respective area is in an established and developed area of the City, often with detached garages being located on the property. Several lots throughout the City also exist with an accessory building being the sole use of the parcel.

Findings: See standards one and two above. As the applicant is intending to construct a house on the lot upon completion of the garage, staff believes that the use of the property will not impede on the normal and orderly development and improvement of the surrounding area.

4. **The exterior architectural appeal and function plan of any proposed structure will not be 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: Although details have not been provided on the type of siding material proposed, color, etc., its architectural appeal and function plans appears consistent with other detached garages in the city. A large overhead door and is proposed on the building's southern wall, with a service door and window proposed on the side of the structure.

Findings: This standard is met.

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

Analysis: The applicant would be required to construct a driveway that connects the proposed garage to Whiting Avenue, meeting applicable driveway regulations. Given the size of the structure (i.e., 900 sq ft) and the size of the lot (i.e., 6,875 sq ft), staff believes that additional stormwater controls are not needed. Adequate utility connections also exist along the Whiting Avenue Right-of-Way that can service a future house on the lot.

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.**

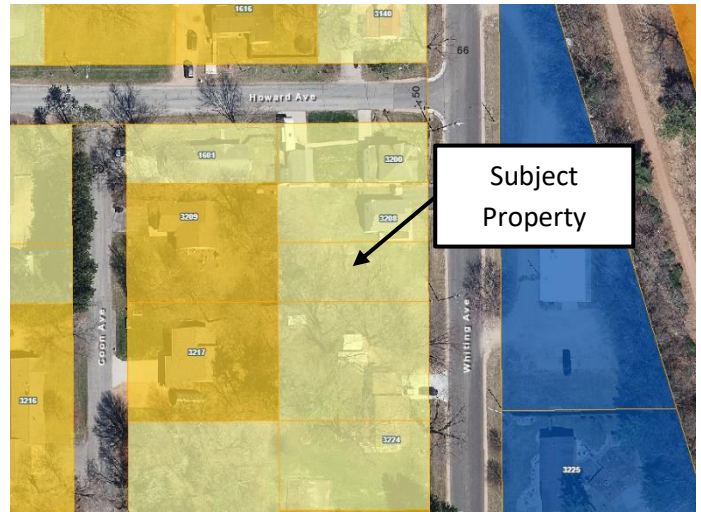
Analysis: A driveway is to be constructed and is placed as a condition onto this request. With the proposed garage, additional traffic beyond what is customary for single-family residences is not anticipated.

Findings: This standard is met.

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

Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified this property for residential use. The subject property is also zoned "R-2" Single-Family Residential. According to the City's Zoning Code, the "R-2" 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: Although both a detached garage and single-family house is planned to be constructed on the lot, staff does have concerns that both will not be constructed concurrently. As a vacant lot, the City's Comprehensive Plan provides objectives for infill residential



development. For example, the Land Use Element of the Comprehensive Plan poses several ways to minimize land use conflicts for future development. One example is to "maintain [the] scale and proportions between existing buildings and new or remodeled buildings." While a detached garage would be complementary in use to neighboring residential lots, a garage as the sole structure on the lot to start would arguably deviate in the development pattern of this lot relative to broader residential neighborhood. Likewise, changes in property ownership between either the subject property or the applicant's primary residence over time would create a nonconforming situation where the proposed garage is not accessory to another primary structure within City limits.

Similarly, Goal C of the Housing Element encourages City staff to "plan for an adequate supply of land for residential development which allows choices between different types of residential environments." While it is the applicant's intent to construct both a garage and house on the lot over time, allowing a garage to be constructed first would arguably reduce the supply of infill residential development if a house is not constructed on the parcel thereafter.

Based on the intended future land use of the property, along with key objectives and policies of the Comprehensive Plan, staff believes that constructing only a detached garage to start on the property would fail to meet the adopted land use plan for the property.

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 lot exists and is undeveloped. While the proposed garage would be accessory to a single-family residence located elsewhere in the City, the applicant is intending to construct a residence on the lot once the garage is constructed. The conditional use is asking to allow for only an accessory use on the lot where the primary use it is serving is not directly across the street from it.

Findings: The regulations of the district are met for the proposed garage provided that the conditional use permit is approved subject to the conditions outlined on pages one and two.

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 exists off of Whiting Avenue.

Findings: Access to the site is adequate.

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: The lot currently exists with utility infrastructure along Whiting Avenue capable of servicing 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: Refuse storage is expected to occur on site, likely via City-provided trash receptacles.

Findings: If refuse storage is planned, the applicant shall screen the refuse containers.

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

Analysis: Outside of additional lights on the exterior of the building, no additional lighting that would impact the surrounding neighborhood is proposed.

Findings: Lighting would be provided by the building.

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: N/A

Findings: N/A

Based on the findings above, staff would recommend denial 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





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	ED KRAKOW	Contact Name	
Address	2608 Center St.	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	(715) 570-2948	Telephone	
Fax		Fax	
Email		Email	

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
- 0 -		
Legal Description of Subject Property		
Designated Future Land Use Category		Current Use of Property
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)		
Put up a GARAGE 30x30		
How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)		

A NEW Building To BRING VALUE

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

will TAKEN CARE of (No Tank outside)

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

Midwest Manufacturing							Truss: C11130		
Address 1							JobName: RES STOCK ENDS		
Address 2							Date: 02/22/17 09:36:54		
City, State Zip							Page: 1 of 1		

SPAN	PITCH	QTY	OHL	OHR	CANT L	CANT R	PLYS	SPACING	WGT/PLY
30-0-0	4/12	1	2-0-0	2-0-0	0-0-0	0-0-0	1	24 in	108 lbs

34'-0"

2'-0" 15'-0" 15'-0" 2'-0"

15'-0" 30'-0"

5x8 -

4x12

3x4 -

26

25 24 23 22 21 20 19 18 17 16 15 14 13

3x4 -

30'-0"

0'-0" 30'-0" 0'-0"

30'-0"

5'-11 1/2" 5'-3 1/2" 5'-3 1/2"

12x4

3x4 - 13

27

0'-0"

30'-0"

0'-0"

30'-0"

All plates shown to be Eagle 20 unless otherwise noted.

Loading (psf)	General	CSI Summary	Deflection	L/	(loc)	Allowed
TCLL: 42	Bldg Code: IRC 2012/	TC: 0.77 (13-27)	Vert TL: 0.02 in	L/999	(13-14)	L/180
Snow(Ps/Psf): 42/50	TEI 1-2007	BC: 0.15 (24-25)	Vert LL: 0 in	L/999	14	L/240
TCDL: 10	Rep Mbr Increase: No	Web: 0.13 (6-21)	Horz TL: 0 in			
BCDL: 0	Lumber D.O.L.: 115 %					
BCDL: 10						

Reaction Summary							
Br/Combo	Br/Width	Max React	Ave React	Max Grav Up/Lift	Max MWFRS Up/Lift	Max C&C Up/Lift	Max Horiz
1		554 lbs	160 plf		-5 lbs	-143 lbs	142 lbs

Material Summary		Bracing Summary	
TC	SPF #2 2 x 4	TC Bracing	Sheathed or Purlins at 6'-3-0, Purlin design by Others.
BC	SPF #2 2 x 4	BC Bracing	Sheathed or Purlins at 10'-0-0, Purlin design by Others.
Webs	SPF Stud 2 x 4		

Loads Summary

1) This truss has been designed for the effects of balanced and unbalanced snow loads for hip/gables in accordance with ASCE7 - 10 with the following user defined input: 60 psf ground snow load, Terrain Category B, Exposure Category Fully Exposed (Ce = 0.9), Risk Category II (I = 1.00), Thermal Condition Cold ventilated (Ct = 1.1), DOL = 1.15. Ventilated. If the roof configuration differs from hip/gable, Building Designer shall verify snow loads.

2) This truss has been designed to account for the effects of ice dams forming at the eaves.

3) This truss has been designed for the effects of wind loads in accordance with ASCE7 - 10 with the following user defined input: 115 mph (Factored), Exposure B, Enclosed, Gable/Hip, Risk Category II, Overall Bldg Dims 25 ft x 60 ft, h = 15 ft, End Zone Truss, Both end webs considered. DOL = 1.60

Member Forces Summary			
Table indicates: Member ID, max CSI, max axial force, (max compr. force if different from max axial force). Only forces greater than 300lbs are shown in this table.			
TC			
BC			
Webs			
2-25	0.089	-436 lbs	8-18 0.130 -503 lbs
4-23	0.087	-315 lbs	10-16 0.087 -313 lbs
6-21	0.130	-303 lbs	12-14 0.059 -436 lbs

JSI Summary

1 = 0.48, 2 = 0.76, 3 = 0.55, 4 = 0.55, 5 = 0.55, 6 = 0.55, 7 = 0.25, 8 = 0.55, 9 = 0.55, 10 = 0.55, 11 = 0.55, 12 = 0.76, 13 = 0.48, 14 = 0.79, 15 = 0.57, 16 = 0.57, 17 = 0.57, 18 = 0.57, 19 = 0.37, 20 = 0.57, 21 = 0.57, 22 = 0.57, 23 = 0.57, 24 = 0.57, and 25 = 0.57

Notes

- 1) Unless noted otherwise, do not cut or alter any truss member or plate without prior approval from a Professional Engineer.
- 2) Gable requires continuous bottom chord bracing.
- 3) Gable webs placed at 24" OC, U.N.O.
- 4) Attach gable webs with 1x4 20ga plates, U.N.O.
- 5) Bracing shown is for in-plane requirements. For out-of-plane requirements, refer to BCSI-B3 published by the SBCEA.
- 6) When this truss has been chosen for quality assurance inspection, the Double Polygon Method per TPI 1-2007/Chapter 3 shall be used.
- 7) The fabrication tolerance for this roof truss is 10 % (Cq = 0.90).
- 8) Creep has been considered in the analysis of this truss.
- 9) Listed wind uplift reactions based on MWFRS & C&C loading.

ALL PERSONS FABRICATING, HANDLING, ERECTING OR INSTALLING ANY TRUSS BASED UPON THIS TRUSS DESIGN DRAWING ARE INSTRUCTED TO REFER TO ALL OF THE INSTRUCTIONS, LIMITATIONS AND QUALIFICATIONS SET FORTH IN THE EAGLE METAL PRODUCTS DESIGN NOTES ISSUED WITH THIS DESIGN AND AVAILABLE FROM EAGLE UPON REQUEST. DESIGN VALID ONLY WHEN EAGLE METAL CONNECTORS ARE USED.	TrucBuild® Software v5.5.2.240 Eagle Metal Products Dallas, TX 75234
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Concrete slab with bell footings
Cummings Construction Inc. Site prep

* 2,000

Electrical - 2 switches, 1 light by service door

① light by overhead door

7 receptacles

Land electric

1 GFI outside

9 Keyless lights

100 Amp Service

100 Amp Panel

2,500 =

Building - CR+W LLC.

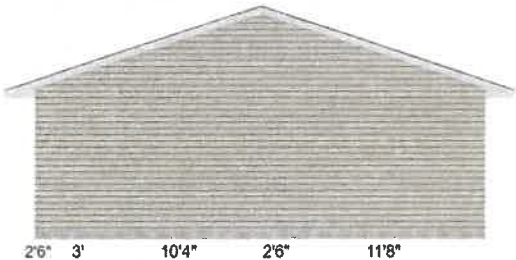
Design ID: 310759870830
Estimate ID: 68216

36,000

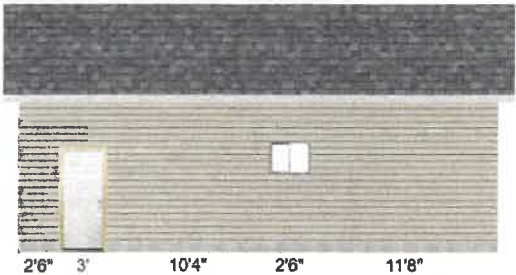
Dimensions

Wall Configurations

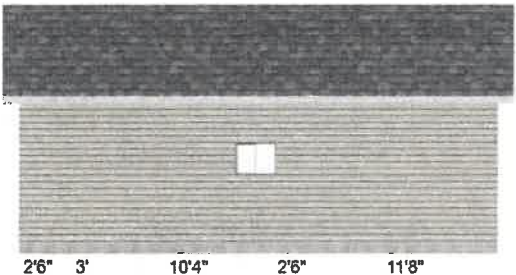
*Illustration may not depict all options selected.



ENDWALL B

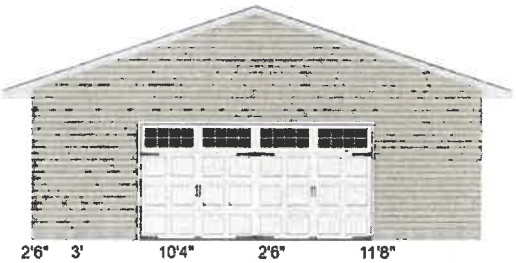


SIDEWALL D



SIDEWALL C

30"W x 24"H JELD-WEN® Vinyl Slider



ENDWALL A

Ideal Door® Designer 16' x 8' White Insulated

*Some items like wainscot, gutter, gable accents, are not displayed if selected.

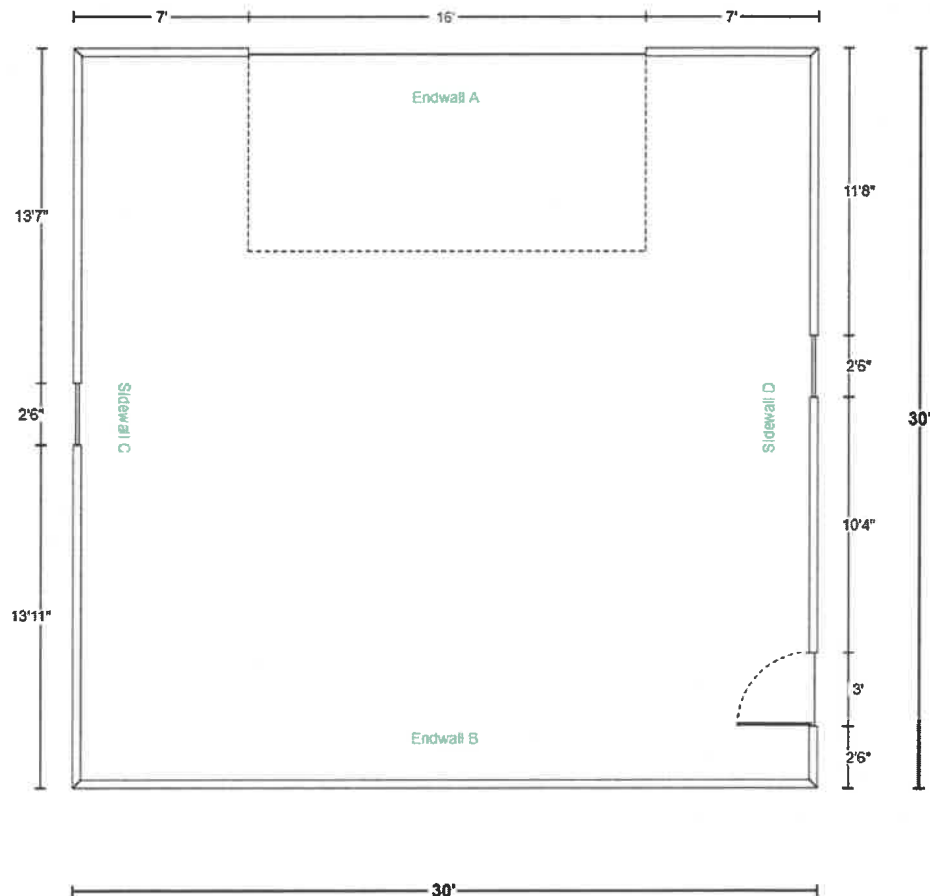
How to purchase at the store

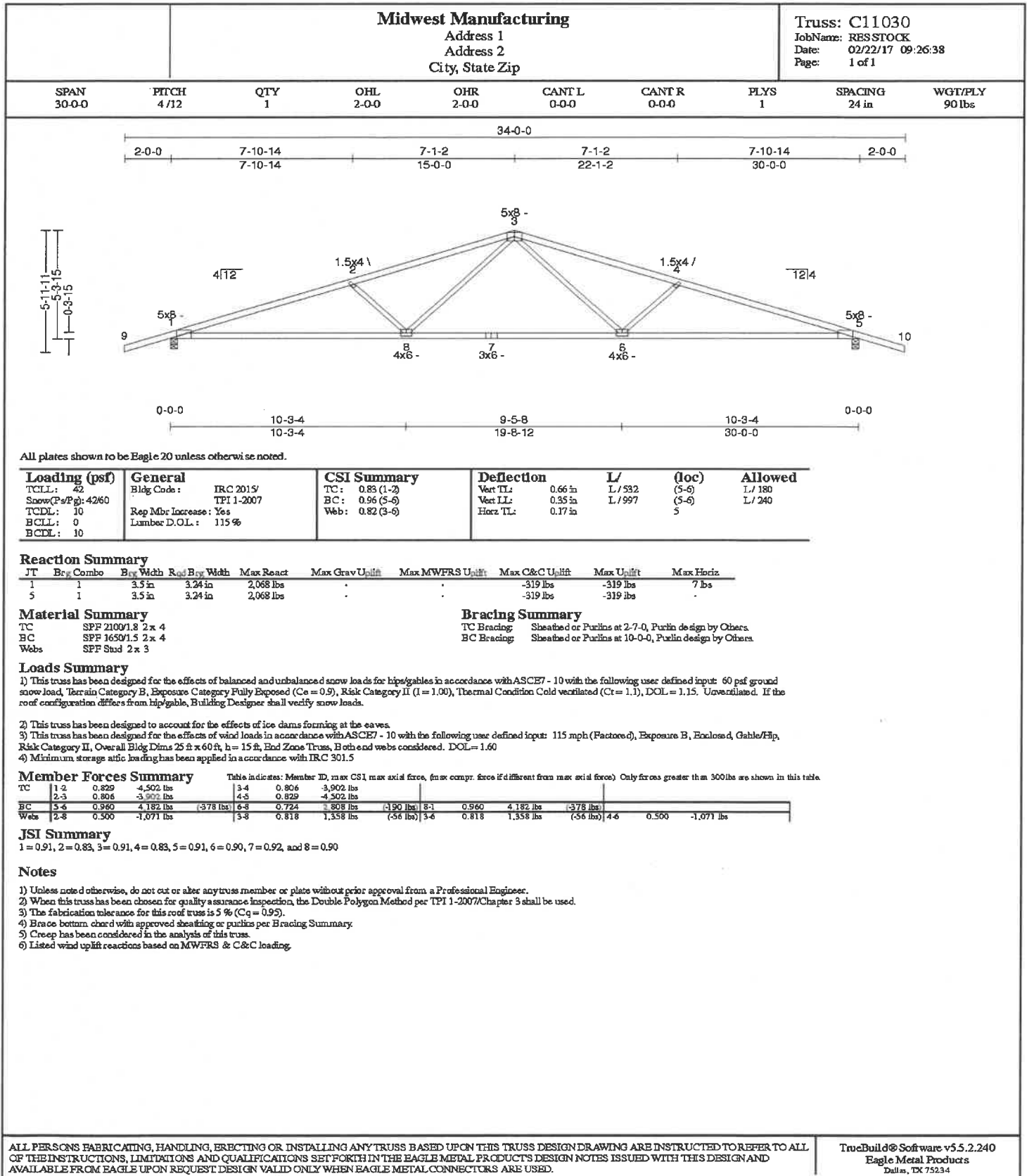
1. Take this packet to any Menards store.
2. Have a building materials team member enter the design number into the Garage Estimator Search Saved Designs page.
3. Apply the design to System V to create the material list.
4. Take the purchase documents to the register and pay.

How to recall and purchase a saved design at home

1. Go to Menards.com.
2. Select the Garage Estimator from the Project Center.
3. Select Search Saved Design.
4. Log into your account.
5. Select the saved design to load back into the estimator.
6. Add your Garage to the cart and purchase.

Garage Image





Design ID: 310759870830
Estimate ID: 68216

Roof Info

Roof Sheathing:	1/2" OSB (Oriented Strand Board)
Roofing Material Type:	Architectural Shingle
Architectural Roofing:	Owens Corning® TruDefinition® Duration® Limited Lifetime Warranty Architectural Shingles (32.8 sq. ft.) - Estate Gray
Roof Underlayment:	Owens Corning® ProArmor® Synthetic Roofing Underlayment 42" x 286' (1,000 sq. ft.)
Ice and Water Barrier:	Owens Corning® WeatherLock® G Granulated Self-Sealing Ice and Water Barrier 3' x 66.7'(200sq.ft)
Fascia material Type:	Aluminum Fascia
Fascia:	6" x 12' Aluminum Rustic Fascia - White
Soffit material Type:	Aluminum Soffit
Soffit:	16" x 12' Aluminum Vented Soffit - White
Gutter material Type:	None
Ridge Vent:	Owens Corning® VentSure® 11-1/4" x 20' Shingle Over Ridge Vent
Roof Vents:	None

Openings

Entry Door:	Mastercraft® 36"W x 80"H Primed Steel 6-Panel
Overhead Door:	Ideal Door® Designer 16' x 8' White Insulated
Overhead Door Trim Type:	Vinyl
Vinyl Trim Color:	White
Windows:	30"W x 24"H JELD-WEN® Vinyl Slider
Windows:	30"W x 24"H JELD-WEN Vinyl Slider

Additional Options

Ceiling Insulation:	None
Wall Insulation:	None
Ceiling Finish:	None
Wall Finish:	None

Design ID: 310759870830
Estimate ID: 68216

Materials

Building Info

Building Location Zip Code:	54481
Building Width:	30'
Building Length:	30'
Building Height:	9'
Wall Framing Stud:	2" x 4"
Roof Framing:	Truss Construction
Truss Type:	Common
Roof Pitch:	4/12 Pitch
Eave Overhang:	2'
Gable Overhang:	1'
Concrete Block Option:	1 Row
Block Type:	8" Standard Concrete Construction Block
Anchor bolt:	Grip Fast 1/2" x 10" HDG Anchor Bolt w/ Nut & Washer
Custom Garage Plan:	Yes I need a custom building plan

Wall Info

Siding Material Types:	Vinyl
Vinyl Siding:	ABTCO® Waterford® Double 5" Vinyl Siding - Almond
Accent Material Type:	None
Wainscot Material Type:	None
Wall Sheathing:	7/16" OSB (Oriented Strand Board)
House Wrap:	Kimberly-Clark BLOCK-IT®9'x75'House Wrap
Gable Vents:	None

Administrative Staff Report

**Amend Planned Development Conceptual Plan
Conditional Use Permit: Car Wash and “B-TID5” Setbacks
Site Plan Review
Division Street North & Maria Drive
October 4, 2021**



**Department of Community
Development**

Applicant(s): - Nick Bancuk, representing Stratton Capital Division, LLC Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240829140021 Zone(s): “PD” Planned Development District Master Plan: - Commercial/Office/Multi-Family Council District: - District 11 Ald. Morrow Lot Information: - Frontage: 462.06 ft. - Depth: 200 ft. - Lot Size: 87,203.8 sq. ft. (2 ac.) Current Use: - Vacant Applicable Regulations: 23.02(4)(2)(10)	Request - Public Hearing and action on a request from Nick Bancuk, representing Stratton Capital Division, LLC, to modify an adopted conceptual plan for the planned development of an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(4)(2)(10). - Public Hearing and action on a request from Nick Bancuk, representing Stratton Capital Division, LLC, for a conditional use permit to operate a car wash facility on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(2)(d)(3)(k). - Public Hearing and action on a request from Nick Bancuk, representing Stratton Capital Division, LLC, for a conditional use permit to construct two principal structures using conditional street setback requirements of the Tax Incremental Financing District No. 5 on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(2)(f)(5)(a). - A request from Nick Bancuk, representing Stratton Capital Division, LLC, for a Site Plan Review to construct two principal structures on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), consistent with Ch. 23.02(2)(f)(5)(b). Attachment(s) - Application - Plans Findings of Fact - The former K-Mart business has been demolished and the parcel has since been split into three lots. - One parcel, which fronts Maria Drive, has since been developed to accommodate apartment complexes. The adjacent parcel to the north remains undeveloped. - In 2019, the three lots were rezoned to “PD” Planned Development to allow for increased flexibility in meeting key Zoning Code standards while maintaining a cohesive and quality site development. As part of the rezoning, the parcel abutting Maria Drive would be developed to contain two apartment buildings, while the subject property would be developed to contain a shopping center housing two retail tenant spaces. - Recently, the applicant has submitted plans to construct a car wash and standalone restaurant on the subject property.
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5. As the proposed car wash and restaurant represent significant deviations from the approved conceptual plan, the Plan Commission and Common Council must review the request to ensure consistency with the original approval of the "PD" Planned Development zoning of the subject property.
6. Car wash facilities are a conditional use in the "B-4" Commercial District.
7. The property is also located within the "B-TID5" Tax Increment District 5.
8. 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.
9. The "B-TID5" District requires a Site Plan Review for new development.

Staff Recommendation

Approve the modification of an adopted conceptual plan for the planned development of an unaddressed parcel off of Division Street North (Parcel ID 281240829140021) with the requested deviations below:

1. A zero-foot pavement setback shall be provided along the western lot lines for both proposed uses.
2. A zero-foot pavement setback shall be provided along the southern lot line of the restaurant parcel.

Approve the conditional use permit request to operate a car wash facility on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), subject to the following conditions:

1. The car wash shall not be in operation during the hours of 9:00pm to 6:00am daily.
2. Staff shall have the ability to approve minor amendments to the approved site plan.

Approve the conditional use permit request to construct two principal structures using conditional street setback requirements of the Tax Incremental Financing District No. 5 on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), subject to the following conditions:

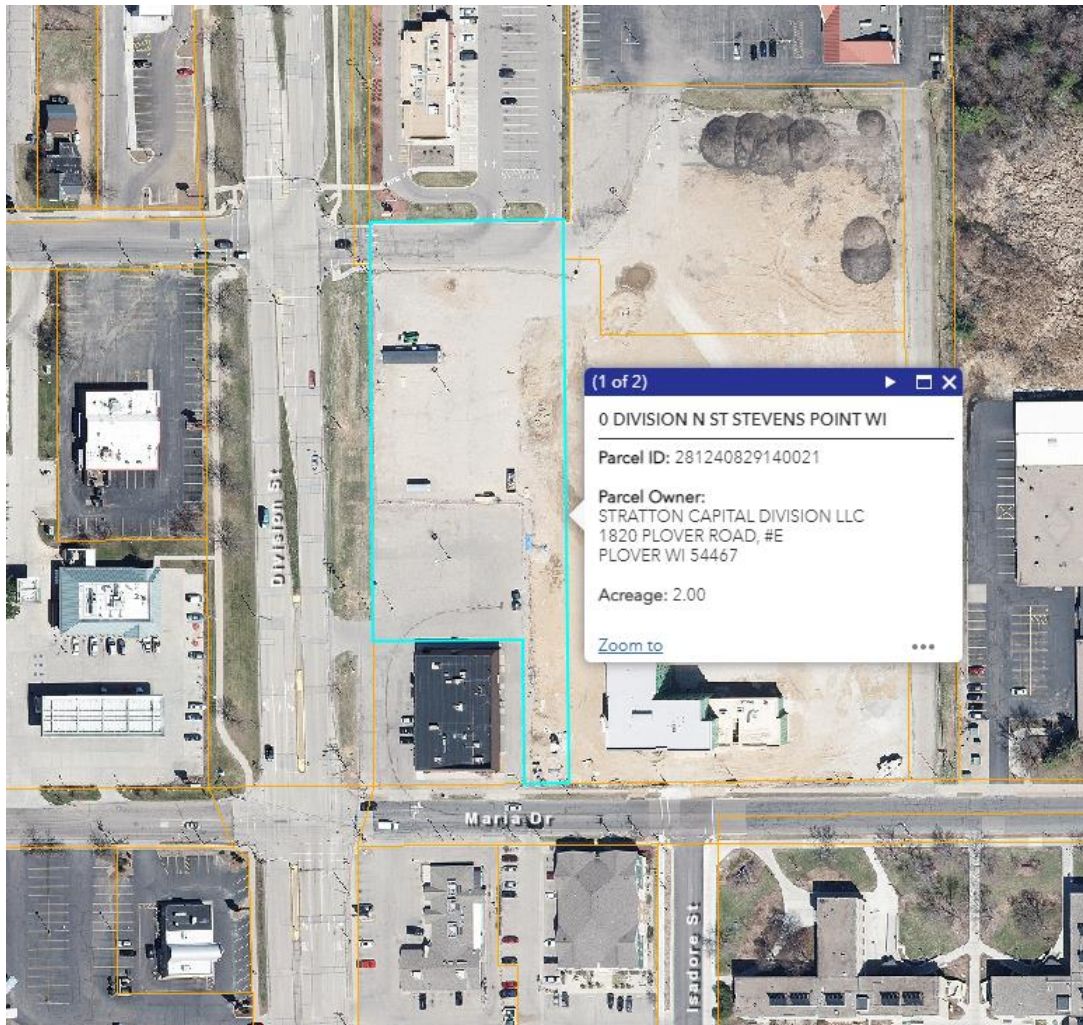
1. Staff shall have the ability to approve minor amendments to the approved site plan.

Approve the Site Plan Review to construct a car wash and drive-thru restaurant on an unaddressed parcel off of Division Street North (Parcel ID 281240829140021), subject to the following conditions:

1. An additional fire hydrant shall be installed on the property, subject to the review and approval of the City Fire Department.
2. A certified survey map shall be produced to execute the split of the property into two lots. The certified survey map shall be reviewed by appropriate City departments meeting applicable lot split requirements.
3. The applicant shall execute a shared access agreement between the two created parcels.

	4. Refuse storage for each use shall be constructed with masonry materials that complement the principal structure. A final design shall be submitted to Community Development staff for review and approval. 5. Additional landscaping or raised curbs shall be installed near the east lot line of the restaurant parcel to provide separation between the parking lot aisle and the shared driveway. 6. Sidewalks shall be installed on the entirety of the property abutting Division Street North. A final sidewalk design shall be submitted to the Director of Public Works for review and approval meeting applicable design requirements. 7. If either structure provides fire alarms or sprinklers, a knox box shall be installed that is reviewed and approved by the City Fire Marshal. 8. The applicant shall submit updated plans on stacking spaces provided for the restaurant, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements. 9. The applicant shall submit plans for proposed signage on each property, subject to the review and approval of Community Development staff meeting applicable Sign Code requirements. 10. An erosion control permit shall be obtained and appropriate erosion control facilities shall be installed prior to the start of land disturbance, subject to the review and approval of the Utilities Department. 11. Any additional sanitary sewer connections required to support the development shall be reviewed and approved by the Utilities Department. 12. A building permit shall be obtained prior to the start of construction. 13. Staff shall have the ability to approve minor amendments to the site plan.
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Vicinity Map



Background

Overview: In May 2019, Stevens Point Housing LLC submitted plans to amend the proposed multi-family and commercial development at the former K-Mart site. The proposed development included two apartment buildings that are four stories in height, along with a shopping center along Division Street North that can service two tenant spaces. Below are renderings of the original design and the amended design that was approved by the Common Council. The justification for the amended plans were that the new design created a more intimate feel, especially for the housing complex, by creating a courtyard amenity for the development. In addition, by having a single retail building along Division Street North allows tenants to access the common amenities without having to go outside. There have been several changes in the design, including:

1. Building design and shape have changed.
2. External access has changed to remove the extension of Isadore Street, but rather create a separate court yard for tenants.
3. The commercial building has been split into two, which has been moved closer to Division Street.
4. Drive aisles and parking have been redesigned on the site.
5. Unit counts have increased.

May 2019 Approved Plans



PROJECT SUMMARY					
ZONING	B-4 COMMERCIAL DISTRICT + B-TID5 OVERLAY DISTRICT				
LOT AREA	356,480 SF / 8.18 ACRES				
TOTAL IMPERVIOUS AREA	201,614 SF = 57% OF LOT AREA				
	RETAIL		RESIDENTIAL		
	A	B	PHASE 1	PHASE 2	TOTAL
BUILDING COVERAGE	8,180 SF	8,650 SF	22,510 SF	18,944 SF	58,284 SF
STORIES	1	1	4	4	
BEDS	N/A	N/A	221	220	441
EXTERIOR BICYCLE PARKING	3	3	6	6	18
PARKING	24	25	95	95	239
BUILDING AREA DATA					
	RETAIL		RESIDENTIAL		
	A	B	PHASE 1	PHASE 2	TOTAL
FIRST FLOOR	8,180 SF	8,650 SF	32,510 SF	18,944 SF	68,284 SF
SECOND FLOOR	N/A	N/A	18,480 SF	19,243 SF	37,723 SF
THIRD FLOOR	N/A	N/A	19,297 SF	19,297 SF	38,594 SF
FOURTH FLOOR	N/A	N/A	18,920 SF	18,920 SF	37,840 SF
TOTAL	8,180 SF	8,650 SF	89,207 SF	76,404 SF	182,441 SF

April 2018 Approved Plans



PROJECT SUMMARY				
ZONING	B-4 - COMMERCIAL DISTRICT			
LOT AREA	356,480.4 SF OR 8.18 ACRES			
TOTAL IMPERVIOUS AREA	213,622.4 SF = 60% OF LOT AREA			
	RETAIL	BUILDING NO. 1	BUILDING NO. 2	TOTAL
BUILDING COVERAGE	16,000 SF	17,905 SF	17,905 SF	51,810 SF 15% COVERAGE
STORY	1 FLOOR	4 FLOORS	4 FLOORS	
BEDS		211 BEDS	210 BEDS	421 BEDS
BICYCLE PARKING	6 SPACES	44 SPACES	44 SPACES	94 SPACES
PARKING	80 SPACES 5 PER 1000 SF	134 SPACES .33 SPACES PER BED		214 SPACES

BUILDING AREA DATA				
	RETAIL	BUILDING NO. 1	BUILDING NO. 2	TOTAL
1ST FLR SQ.FT.	16,000 SF	17,905 SF	17,905 SF	51,810 SF
2ND FLR SQ.FT.		17,905 SF	17,905 SF	35,810 SF
3RD FLR SQ.FT.		17,905 SF	17,905 SF	35,810 SF
4TH FLR SQ.FT.		17,905 SF	17,905 SF	35,810 SF
TOTAL SQ.FT.	16,000 SF	71,620 SF	71,620 SF	159,240 SF

It should be noted that the original developer has since sold the retail property and the apartment property to two separate owners. The applicant, the new owner of the retail property, has submitted new plans to construct a car wash and restaurant on the subject property. The car wash would be located on the northern half of the property, while the restaurant would be located near the south end of the property. Please note the subject property is proposed to be split

into two lots to accommodate the development, and that the parcel split would need to be depicted via a certified survey map meeting applicable subdivision approvals.

The proposed restaurant is to be occupied by Cousins Submarines, Inc. and will have both drive-thru and in-person dining capabilities. Access to the Cousins restaurant will come from an existing driveway apron off of Division Street North. An additional access point will come from a shared driveway off of Maria Drive.

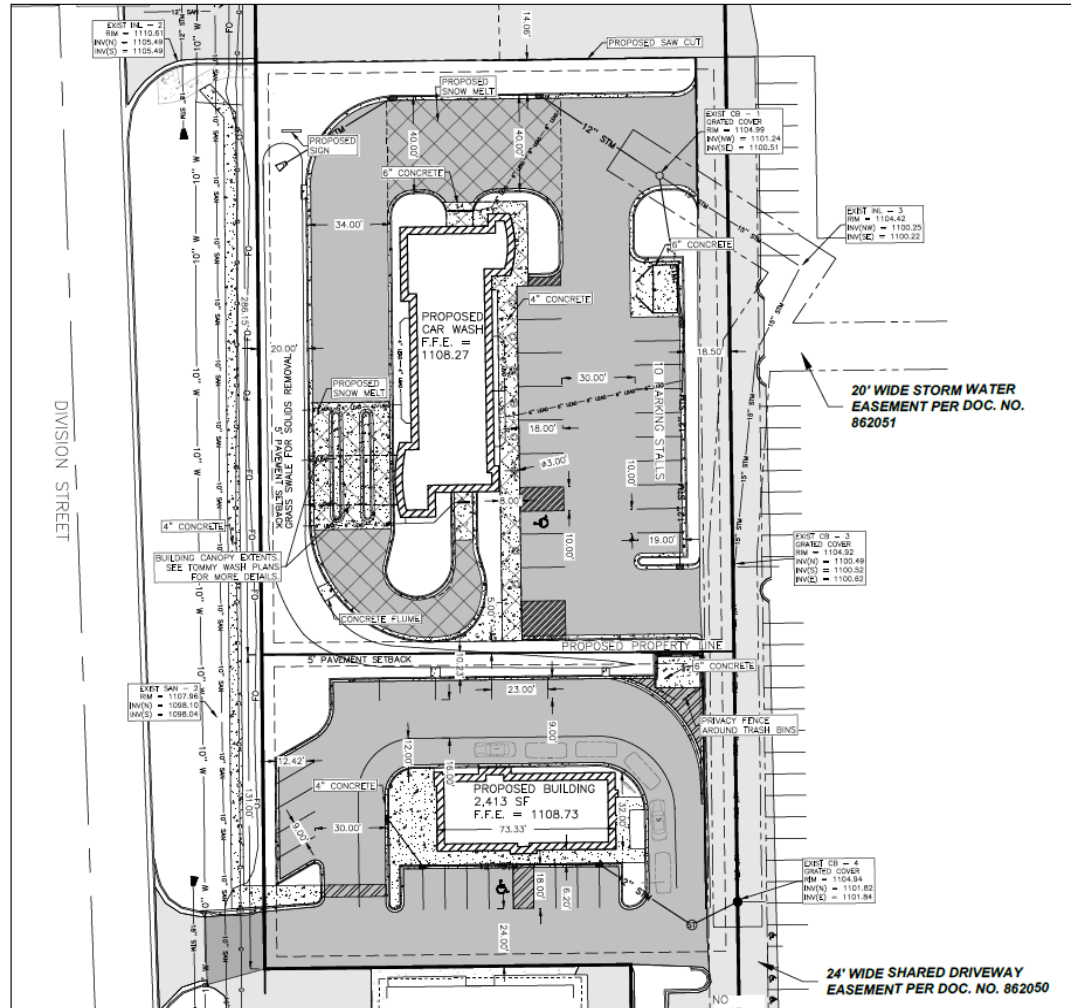
The proposed car wash is to be occupied by Tommy's Express, a nationwide car wash franchise with facilities in Wausau and Schofield. With available parking in the rear of the lot, access to the car wash will come from an existing shared driveway directly to the north (between the proposed car wash and McDonald's) and a shared driveway off of Maria Drive. Please note that the two created lots will need to enter into a shared access agreement to allow for shared access into the respective lots off of Maria Drive. Further details on the two proposed uses will be discussed in the subsequent staff reports for the requested conditional use permit and site plan review.

In the City's Zoning Code, staff is authorized to approve minor amendments to an approved conceptual plan as part of a planned development zoning of a property. These minor amendments include a 10% increase or decrease in gross floor area, setbacks or altering the location of parking lots and internal driveways. As the requested development of the property represents a significant deviation from the latest conceptual plan approved in May 2019, the Zoning Code requires the Plan Commission and Common Council to review the conceptual plan. The following explains the rules for amending an adopted conceptual plan:

Ch. 23.02(4)(2)(10) Modification of Adopted Concept Plan

The Administrator is authorized to approve minor modifications to an approved concept plan. All modifications not listed as minor below shall be considered by the Common

Proposed Car Wash and Drive-Thru Restaurant



Council consistent with the original approval of the PD. The following modifications shall be considered minor:

- a) Up to a 10 percent increase or any decrease in gross floor area of a single building.*
- b) Up to a 10 percent reduction or any increase in the approved setbacks from exterior property lines.*
- c) Relocation of parking areas, internal streets or structures where such relocation occurs more than 100 feet from exterior property lines.*

The subject property, although zoned “PD” Planned Development, is subject to the land use restrictions of the “B-4” Commercial District. Within the “B-4” District, drive-thru restaurants are a permitted use. However, car washes are a conditional use and require a conditional use permit to be issued prior to starting the use.

Ch. 23.02(2)(d) “B-4” Commercial District

(3) Conditional Uses

(k) Car Washes

In addition to following performance standards of the “B-4” 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 structures exceeding the maximum five-foot setback (the car wash being 53 feet from Division Street and the restaurant being 69 feet from Division Street) a conditional use permit is requirement. Similarly, the “B-TID5” District mandates a minimum zero-foot street setback for streets other than Division Street with a maximum setback of 25 feet. Street setbacks greater than 25 feet also require a conditional use permit. With the proposed restaurant being 190 feet from Maria Drive, a conditional use permit would be required. 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.

Lot Line	PDD Setback Requirement	B-TID5 Setback Requirement	Proposal - Restaurant	Proposal – Car Wash
<i>Street</i>	25 feet	0-10 feet (CUP required if greater than 10 feet)	69 feet from Division Street, 190 feet from Maria Drive	53 feet
<i>Side</i>	0 feet (5 feet if setback is provided)	0 feet	46 feet from northern and southern lot line	58 feet from northern lot line, 55 feet from southern lot line
<i>Rear</i>	10 feet	10 feet	48 feet	86 feet

Minimum performance standards of the “B-TID5” District:

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	DIVISION STREET SETBACK	OTHER STREET SETBACK	SIDE YARD	REAR YARD	PARKING
Permitted Uses	As determined by the Plan Commission and Common Council	As determined by the Plan Commission and Common Council	Per 23.02 (2) (d) 4. B-4 Commercial	Minimum of 0 ft., with a maximum of 5 ft.	Minimum of 0 ft., with a maximum of 25 ft.	Minimum of 0 ft., or 10 ft. if yard abuts a residence district	10 ft.	Parking stall ratios are exempt for all uses. All other standards in 23.01 (14) shall apply.
Conditional Uses				Greater than 5 ft.	Greater than 25 ft.			

Lastly, 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:

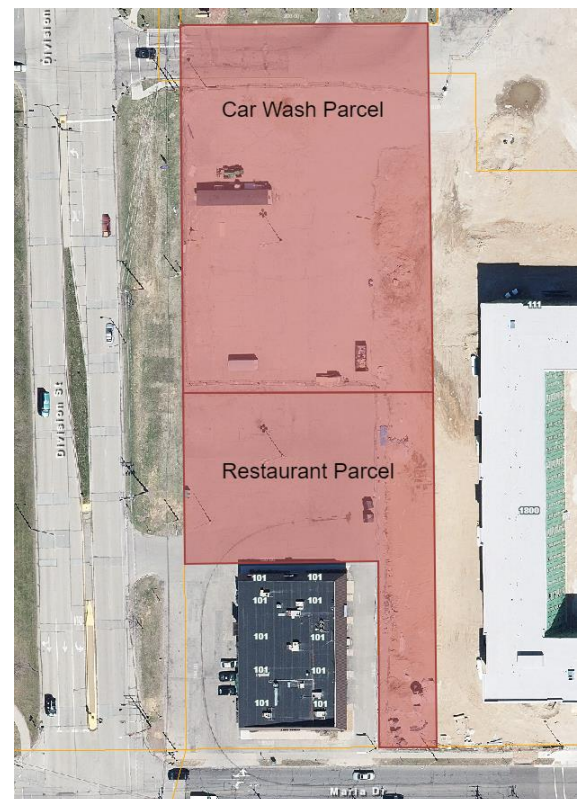
- b) Site, building and landscape review. A site, building, and landscape review shall be required for all new structures and sites, or exterior changes to existing structures or sites, with the exception that the Zoning Administrator can approve minor modifications.*

Further development details are provided below and are scattered throughout this report.

1. Density and Lot Split.

Analysis: The applicant is requesting that the subject property be split to house the proposed car wash and restaurant on separate parcels. As presented, the restaurant parcel would be 31,239 sq ft in size and have a lot width of 131 feet. The car wash parcel would be 45,738 sq ft in size and have a lot width of 286.15 feet.

Within the “B-TID5” District, minimum lot size, density and width requirements are determined on a case-by-case basis by the Plan Commission and Common Council. While minimum standards are not provided for the “B-TID5” District, it is important to base the proposed development on the minimum lot size, density and width requirements of the “B-4” Commercial District due to the property being zoned “B-4” Commercial before its rezoning to “PD” Planned Development. Within the “B-4” District, commercial uses are requirement to be located on a lot 7,000 sq ft in size. As both lots would exceed 7,000 sq ft in size, staff believes the proposed lot area and density of both parcels would be adequate. Likewise, each created parcel would meet the minimum 60 ft lot width requirement of the “B-4” District. As a condition to this request, the applicant shall split the property via a certified survey map, subject to the review and approval of City staff.



Findings: Staff believes that the proposed lot size, width and density of each parcel are adequate.

2. Building Height.

Analysis: The proposed restaurant is 21' 9 ½" tall and the proposed car wash is 28' tall. 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: Given that both structures fall below the 35 foot threshold, a fire prevention system is not required. However, if fire alarms and/or sprinklers are installed, a knock box shall be installed outside of the building to allow Fire Department access to these systems.

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 maximum street setbacks as outlined above. The below table outlines the required setbacks along with what is being proposed by the applicant. Staff believes that the proposed setbacks meet minimum requirements provided that the conditional use permit is approved.

<i>Lot Line</i>	PDD Setback Requirement	B-TID5 Setback Requirement	Proposal - Restaurant	Proposal – Car Wash
<i>Street</i>	25 feet	0-10 feet (CUP required if greater than 10 feet)	69 feet from Division Street, 190 feet from Maria Drive	53 feet
<i>Side</i>	0 feet (5 feet if setback is provided)	0 feet	46 feet from northern and southern lot line	58 feet from northern lot line, 55 feet from southern lot line
<i>Rear</i>	10 feet	10 feet	48 feet	86 feet

4. Parking.

Analysis: The proposed car wash and restaurant provides 19 parking stalls each.

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 that 19 parking stalls are proposed for each use, along with the property's close proximity to multi-modal forms of transportation, staff believes that the number of parking stalls proposed are adequate.

Please note that as fewer than 20 parking stalls are provided on each lot, bicycle parking standards as outlined in the City's Zoning Code does not apply.

5. Stacking.

Analysis: The City's Zoning Code provides minimum off-street stacking requirements for restaurants with drive-thrus. From the start of the drive-thru lane to the order box, a minimum of six stacking spaces are required. From the order box to the pick-up window, a minimum of two stacking spaces are required. For the car wash, a minimum of four spaces are required from the entrance to the wash bay.

Findings: The submitted site plan shows ten stacking spaces for the car wash from the entrance to the wash bay. The restaurant is proposed to provide three spaces from the start of the drive-thru lane to the order box and three spaces from the order box to the pick-up window. Additionally, the three parking stalls directly north of the pick-up window are intended to be utilized as a waiting area for customers to park after placing their order but waiting to retrieve their order.

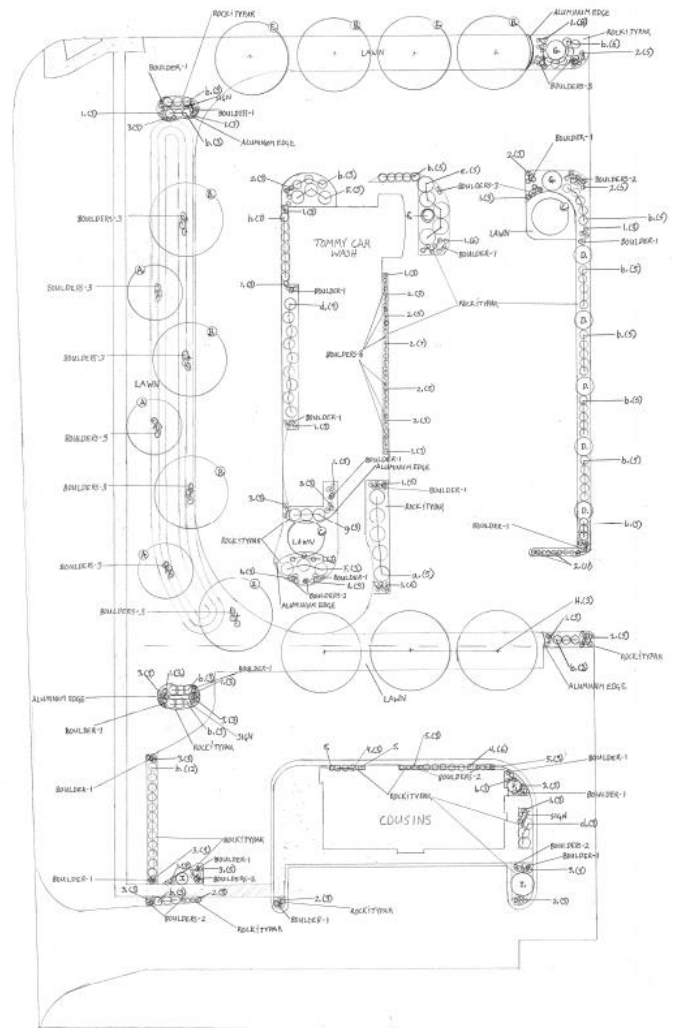
With the proposed stacking configuration failing to meet the minimum number of spaces before the order box, staff would recommend that the applicant submit an alternative stacking plan meeting the above requirements. While a Cousins drive-thru will arguably have less traffic than other drive-thru restaurants (e.g., McDonalds, Burger King, etc.) staff is concerned that having too few of spaces offered before the order box will result in traffic spilling over onto the shared driveway or block parking stalls provided south of the proposed building.

6. Landscaping.

Analysis: A landscaping plan has been provided by the applicant. Alternating plantings of Japanese tree lilacs and American sentry lindens are proposed along Division Street North. With the layout of both parking lots, interior and terminal islands are also proposed to be landscaped with a mixture of spirea's and birch trees. Other shrubs and perennials line the exterior perimeter of both buildings and around the base of each proposed freestanding sign.

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. As a condition of approval onto this request, staff would recommend either perimeter landscaping or a raised curb be incorporated between the restaurant parking lot aisle near the east lot line and the adjoining shared driveway to provide greater separation between both flows of traffic.

7. Access and Internal Traffic Flow.



Analysis: A shared driveway exists along the east lot line to provide access to both sites off of Maria Drive and from the intersection of Academy Avenue and Division Street North. An existing driveway apron exists near the southwest corner of the proposed restaurant parcel that is intended to support traffic flow in and out of the lot. Please note that restrictions are tied to the subject property that prohibit any future driveway aprons being constructed along Division Street North.

Findings: The submitted site plan has been reviewed for consistency with tentative designs for the planned Business 51 improvements. Based on the submitted site design, along with the prohibition of additional access points to be created off of Division Street North, staff believes that access to both uses are adequate. Please note that both lots shall enter into a shared access agreement to allow for individuals to enter the restaurant parcel off of Maria Drive to gain access to the car wash parcel.

8. Utilities.

Analysis: Utilities exist within the Division Street Right-of-Way to serve the proposed development.

Findings: The Public Utilities Department, overall, has expressed support with the proposed site utility plan and stormwater management report. Additional needs and requirements not part of the site plan include detail on the size and material of all utility pipes.

9. Fire Hydrants.

Analysis: One fire hydrant currently exists at the northwest corner of the subject property off of Division Street North. An additional fire hydrant is required to support the proposed development.

Findings: Fire hydrants are required to be spaced roughly 250-500' depending on if the principal buildings have sprinkler systems. The developer shall work with the Fire Department to determine the appropriate location for the additional fire hydrant.

10. Lighting.

Analysis: Lighting is planned to accompany the proposed development. A photometric plan has been submitted for the proposed restaurant that shows the greatest light intensity of 2.5 footcandles near the accessible parking stalls. A photometric plan has not been provided for the proposed car wash, however a photometric plan for a near-identical development in Schofield has been shared. On this plan, a peak of 8.29 footcandles were registered underneath the canopy attached to the building. An average light intensity of 0.2-0.5 footcandles exist along the property lines.

Findings: Staff believes that the lighting proposed is sufficient and will not spill over onto neighboring properties.

Standards of Review - Planned Development Rezoning

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

Analysis: The City's 2005 Comprehensive Plan Future Land Use Map identifies the subject property for commercial, office and multi-family residential uses. A car wash and drive-thru restaurant is proposed to be constructed.

Findings: The proposed conceptual plan and the proposed uses on the property would be consistent with the intent of the Comprehensive Plan. Section 8.4 of the City’s Comprehensive Plan provides objectives to allow for compact and contiguous growth, specifically by applying sound site design and landscaping. As a quality site design is a requirement for development in the “B-TID5” Tax Incremental District No. 5 (see staff report for the Site Plan Review), staff believes that the proposed car wash and restaurant will be constructed in a way to meet this objective.

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.**

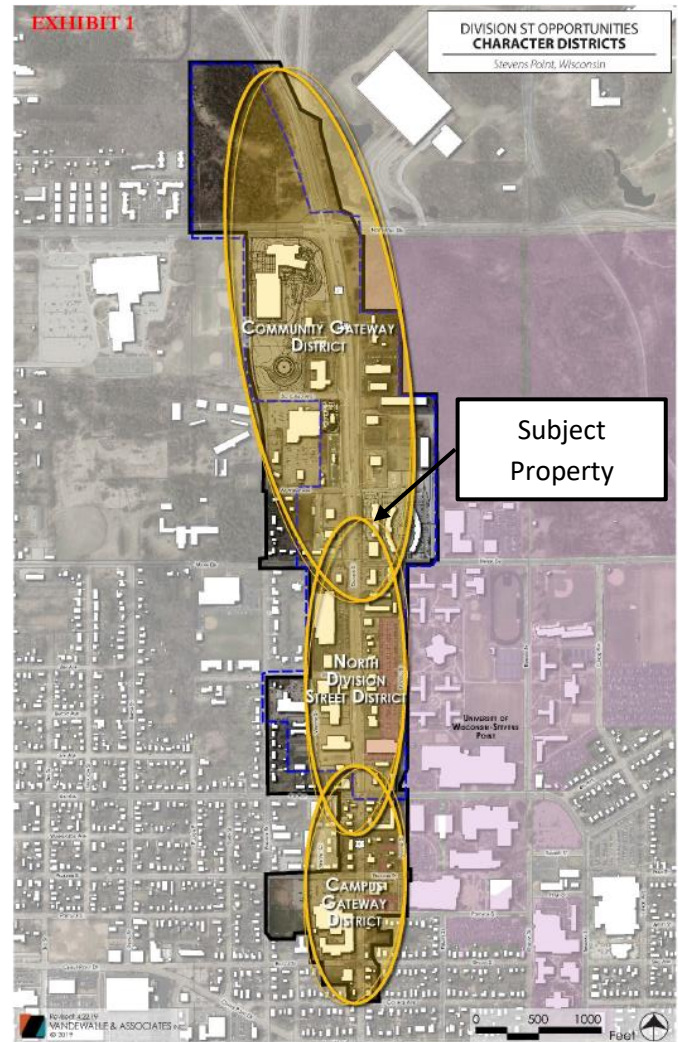
Objective B3: The City should encourage safe and attractive development; ensure that the development site is physically suited to the proposed use; and **apply sound site design and landscape principles in the planning, layout and construction of new development.** “Buffering” techniques should be incorporated as a means of promoting compatibility between land uses and diminishing the potential for land use conflicts.

Another planning document to discuss in relation to the proposed development is the Division Street Targeted Area Master Plan. The purpose of the Master Plan is present a vision and guiding principles for the future development of the Division Street Corridor. The targeted area of the Master Plan stretches from Main Street to the City’s northern limits along Division Street.

Within the latest version of the Master Plan, future development is to be scored and ranked based on the following prioritization criteria:



1. *Can be accomplished relatively cost effectively, quickly, and easily, and which create an immediate impact.*
2. *Are highly visible and show commitment to the Project Area, potentially stimulating private-sector investment.*
3. *Can generate momentum for other priority projects to advance or are a necessary first step in advancing a larger objective or priority project.*
4. *Address an unmet need for improved public spaces/amenities.*
5. *Improve functionality (e.g., parking, walkability, wayfinding).*
6. *Have outside available funding source(s) that can offset the costs of the project.*
7. *Have potential to serve as a catalyst that will accelerate other identified projects.*
8. *Have identified partners, developers, and/or property owners who are willing and able to participate in the program or project.*
9. *Advances recommendation of past planning processes.*
10. *Have strong support from the community in this planning process.*



Similarly, the Master Plan outlines objectives to meet the above criteria. While staff would contend that some of the above prioritization criteria would not be met for the proposed development (e.g., the proposed development does not incorporate wayfinding and does not improve the bicycle environment of the area), key objectives of the Master Plan are met. The following outlines how the proposed development meets certain objectives:

1. "Add banners, street trees and other decorative elements." The submitted landscaping plan includes two tree species that are proposed to be planted between the proposed car wash and Division Street North. Additionally, as a condition to the Site Plan Review, the applicant is required to submit a sign package to City staff detailing the types of proposed signage.
2. "Connect sidewalk system, enhance crosswalks/signalization with accompanying pedestrian-scale lighting." The developer is required to install sidewalks running parallel with Division Street North (see Site Plan Review staff report). The Department of Public Works will be working with the developer to ensure the sidewalk and accompanying improvements are installed appropriately.
3. "Transition from a highway cross-section to a 'Community Corridor' at Maria Drive." The intent of this objective to transition from a highway-oriented development pattern near the roundabout to an area that supports retail needs in a more urban format. With the development of a car wash and drive-thru restaurant, staff believes that the two commercial uses meets this objective by creating a more-dense development pattern at the intersection of Division Street and Maria Drive.

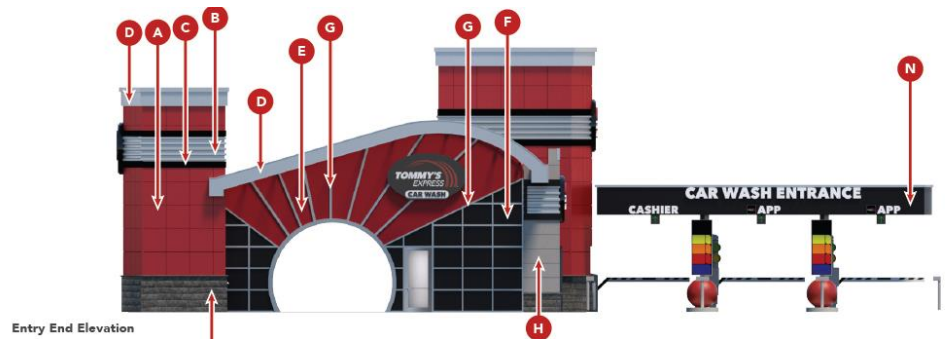
4. “Revise parking to create buffer landscaping adjacent to sidewalks.” While most parking stalls are located behind the car wash and restaurant building, five parking stalls are proposed between the drive-thru restaurant and Division Street North. As part of meeting City landscaping requirements, the applicant is required to screen the five parking stalls from public view.

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 to not create any non-conformities if the property were to be rezoned in the future. The “B-TID5” District requires a zero-foot side yard setback and a 10’ rear yard, both met with the proposed development. The street setback provided from Division Street North and Maria Drive exceeds the maximum that is required in the “B-TID5” District and would require a conditional use permit (see subsequent staff report for further details).

Both proposed lots provide parking that is predominately shielded away from public view along Division Street 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.

A key deviation that is being requested relates to pavement setbacks. Within the “B-TID5” District, a minimum 5’ pavement setback is required from all property lines. With a shared driveway being located over the western lot

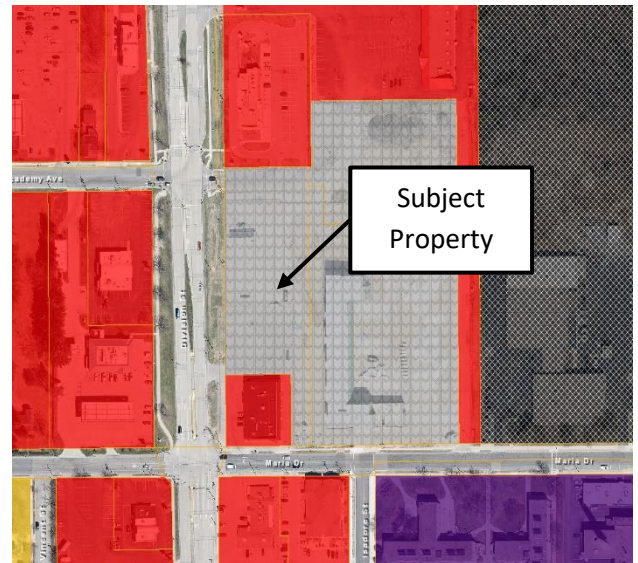


line to service vehicular movement between the student housing apartments and the proposed development, the applicant would be unable to meet the required five foot pavement setback. Additionally, the applicant is requesting a zero foot pavement setback along the southern lot line of the restaurant parcel. An existing driveway apron exists off of Division Street North and provides access to both the proposed development and the adjoining commercial tenant building to the south (101 Division Street North). Should the applicant be required to provide a five-foot pavement setback, it would reduce the width of the access point to 19 feet (less than the minimum 24’ in width that is required for two-way traffic) and restrict the ability for fire/EMS vehicles to adequately enter and exist from this location. Finally, a deed restriction exists for the subject property that prohibits additional access points being created along Division Street North. By allowing for the existing access point to exist, it would arguably reduce the expected traffic along the shared driveway and reduce traffic spillage onto Maria Drive.

Findings: Although lesser pavement setbacks are requested, 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 car wash and drive-thru restaurant allows for a unique opportunity to better define Business 51 as a defines commercial corridor in the city. Drive-thru restaurants are a permitted use and car washes are a conditional use in the “B-TID5” District and would be allowed with greater street setbacks should the conditional use request be approved. The proposed



structure meets the underlying zoning requirements of the “B-TID5” District or can meet the minimum requirements of the Zoning Code provided the amendment conceptual plan is approved with the requested deviations.

The proposed development includes 19 parking stalls for each use. Although parking ratios within the “B-TID5” District are exempt for all uses, staff believes that the number of off-street parking stalls 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 parking lot setback that is less than the minimum amount required (five feet) for the locations addressed above. 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.

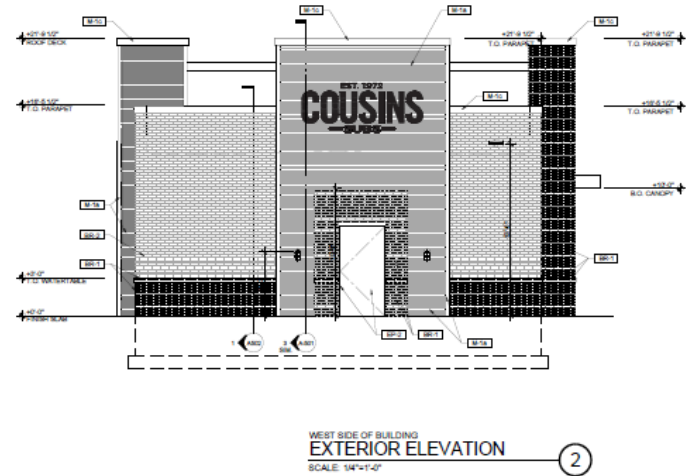
Analysis: The subject property is proposed to house a car wash and drive-thru restaurant. Access to the restaurant will be off of Division Street North and a shared driveway off of Maria Drive. Access to the car wash will be off of a shared driveway that connects to both Maria Drive and Academy Avenue.

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 protect the character and maintain the stability of commercial areas within

Division St. TID 5 and environs, and to promote the orderly and beneficial redevelopment of such areas.” By redeveloping the subject property to house two commercial uses, the intent of the “B-TID5” District is met.



Findings: Redeveloping the subject property provides additional commercial character to Division Street and better defines it as a commercial corridor. Additionally, the property's location to the Downtown, University of Wisconsin-Stevens Point, parks and other community assets are desirable to potential consumers. 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 provided a landscaping plan that not only better shields exterior parking stalls from public view, but also makes the property more aesthetically pleasing. Additionally, the façade of both buildings are intentionally designed to provide variation in building height and negate the appearance of a blank wall by incorporating differing color schemes, windows and overhangs.

Findings: The developer has demonstrated a high quality of thought in the site plan for the proposed commercial uses. A unique development is proposed 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. By having a shared driveway exist along the western lot line, staff believes that traffic spillage onto Division Street should not be negatively impacted as Maria Drive and Academy Avenue connect to Division Street via a controlled intersection.

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 drive-thru restaurants are a permitted use and car washes are a conditional use 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, the proposed development has been requested to create a more distinct commercial corridor as other recently approved commercial projects in the area (e.g., Taco John’s and Burger King) 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 Permit

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 permit the proposed car wash as an allowed land use on the subject property. Additionally, the conditional use request is to allow for a building setback off of Division Street greater than the five feet that is allowed and a building setback off of Maria Drive that is greater than 25 feet. While the proposed development is one of higher commercial density in the area, 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 car washes along defined commercial corridors (e.g., Kwik Trip on Maria Drive, Kwik Trip on Church Street, etc.). Similarly, recent planned development projects (e.g., K-Mart student housing apartments, Point Motel redevelopment, etc.) allows for a greater compatibility of uses that required greater setbacks from Division Street. Additionally, the condition stated in the Site Plan Review staff report 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: Although most other car washes in the city are accessory to a primary use of the zoning lot (e.g., gas station), the applicant is requesting the proposed car wash to be the sole and primary use of the created parcel. Drive-thru restaurants and other commercial enterprises are frequent within the near vicinity of the subject property and within the “B-TID5” District.

Findings: The applicant will be required to obtain proper building permits for the intended car wash and restaurant development. The proposed uses will arguably have a lesser impact among adjoining property owners due to it having a lesser land intensity as neighboring uses (e.g., student housing apartments) and its request to deviate from pavement setback 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 subject area is in an established and developed area of the City and has been used as a parking lot for several decades.

Findings: See standards one and two above. Given the redevelopment of the property from historically a parking lot to two commercial land uses, 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 each 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 in the below renderings, metal glazing infill panels are proposed on the entry and back elevation of the car wash to mimic windows. Likewise, the west side of the proposed restaurant will display the “Cousins Subs” wall sign and have the primary entrance door located below. A mixture of brick and wall panels are proposed of different colors to provide variation. Large windows are proposed along the north and east side of the building to better complement the darker colored brick that will surround it.



Findings: This standard is met.

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

Analysis: Utilities exist along Division Street North and Maria Drive that can support the proposed development. Access to the proposed uses are off of a shared driveway located along the west lot line. The shared driveway connects Academy Avenue to the north by way of an existing shared access agreement and Maria Drive to the

Analysis: The conditional use permit is asking to permit the proposed car wash as an allowed use and to allow for a setback off of Division Street and Maria Drive 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: 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 be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.**

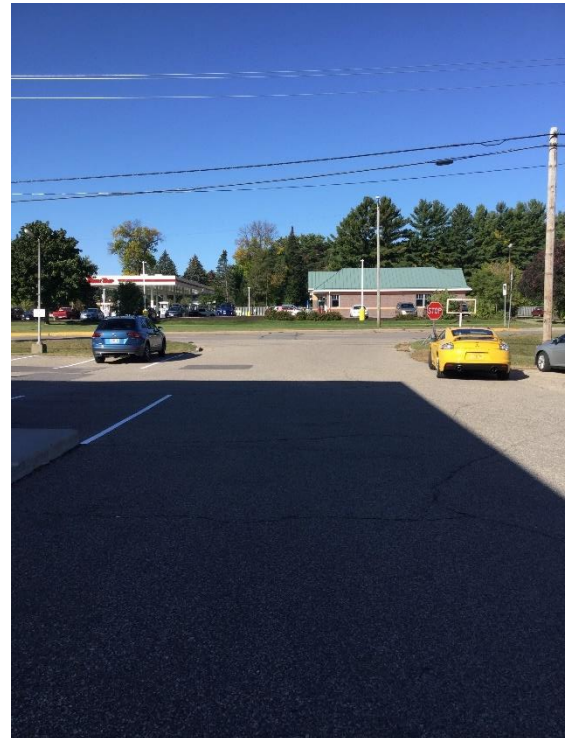
Analysis: N/A

Findings: N/A

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

Analysis: Vehicular access to the proposed restaurant is off of Division Street North and Maria Drive. Bicycle lanes exist along Maria Drive to service the restaurant, and the construction of sidewalks running parallel with Division Street North is required and placed as a condition to the proposed development (see Site Plan Review staff report).

Vehicular access to the proposed car wash is off of Maria Drive and Academy Avenue, both by way of a shared access agreement. Pedestrian access will also exist along Division Street north to compliment the proposed development.



Existing Access Point off of Division Street 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, 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 utility infrastructure capable of supporting the proposed development. Based on aisle widths within the parking lots, 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 each site and contained within a trash enclosure. Masonry is planned to enclose the dumpsters with a six-foot high steel fence along the front elevation. Both enclosures are to match the existing enclosures servicing the neighboring apartment building.

Findings: This standard is met.

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

Analysis: Lighting is planned to accompany the proposed development. As a condition of approval to the Site Plan Review, the applicant is required to produce a photometric plan to determine the light intensity at key locations on the property.

Findings: Given the amount of setback that is provided from all property lines, staff would contend that light pollution onto neighboring properties or the street is expected to be minimal.

a. 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: N/A

Findings: N/A

Standards of Review – Site Plan Review

1. Buildings are aligned and close to the street. Buildings form the space of the street.

Analysis: At its closest point, the proposed car wash is 53 feet from Division Street North and the proposed restaurant is 69 feet from Division Street North. While the conditional use request is seeking to allow a setback off of Division Street North greater than the five feet that is allowed, staff believes that both structures are positioned as close to the street as possible given the proposed uses. For example, except for the five parking stalls on the restaurant parcel abutting Division Street North, all off-street parking spaces are provided either next to or behind the proposed structure to better shield it from public view. Likewise, the car wash structure is uniquely positioned to span almost the entirety of the lot's width 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: Each structure is one story in height.

Findings: As shown in the attached renderings, metal glazing infill panels are proposed on the entry and back elevation of the car wash to mimic windows. Likewise, the west side of the proposed restaurant will display the "Cousins Subs" wall sign and have the primary entrance door located below. A mixture of brick and wall panels are



proposed of different colors to provide variation. Large windows are proposed along the north and east side of the building to better complement the darker colored brick that will surround it.

For the proposed car wash, the overhang providing cover for the three pay stations are located in front of the building and closer to Division Street North to provide greater height variation of the structure. Large window panels are proposed on the west face of the building to better accent the aluminum and steel trim near the intended wall signage. 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 setback is provided for the car wash ranging from 53-86 feet and for the restaurant ranging from 46-69 feet.

Findings: Although the proposed setbacks are larger than other projects recently approved in the "B-TID5" District, staff believes that the orientation of the two structures and its corresponding drive-in lanes better achieves the goal of having property lines being defined by the buildings and use that exists within. For example, while the car wash is set back 53 feet from Division Street North, the drive-in lanes are approximately 20 feet from the property lines and better achieves this objective.

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 restaurant structure as three large window panels are oriented on the west face of the building. These window panels complement the adjacent dark brown masonry façade and the light brown vinyl siding near the proposed wall sign.

As stated earlier, large window panels are proposed on the west face of the car wash building to accent the gray trim spanning the length of the building and the red siding near the pay stations.



Findings: This standard is met.

5. **Two or more story buildings are preferred over one story buildings.**

Analysis: Both structures are one story in height.

Findings: The proposed restaurant is 21' 9 ½" tall and the proposed car wash is 28' tall. Although both structures are not two stories in height, the height of each structure is arguably taller than other one-story commercial uses and better achieves the goal of having taller structures line the Division Street Corridor.

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. Alternating plantings of Japanese tree lilacs and American sentry lindens are proposed along Division Street North. With the layout of both parking lots, interior and terminal islands are also proposed to be landscaped with a mixture of spirea's and birch trees. Other shrubs and perennials line the exterior perimeter of both buildings and around the base of each proposed freestanding sign.

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: While most off-street parking spaces are located alongside or in the rear of both buildings, landscaped perimeter and terminal islands are uniquely positioned to shield parking areas from the street and adjoining properties. Additionally, a trash enclosure is provided on each parcel. Masonry is planned to enclose the dumpsters with a six-foot high steel fence along the front elevation. Both enclosures are to match the existing enclosures servicing the neighboring apartment building.

Findings: This standard is met.

8. Parking (not including on-street parking) should be away from the street and screened from public view.

Analysis: Off-street parking is proposed for both uses. Landscaping is proposed along all parking areas and a landscaping plan has been submitted to City staff meeting applicable landscaping requirements.

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 has been consulting with City staff as it relates to positioning both structures appropriately with planned improvements on Business 51. As a condition onto this request, a sidewalk running alongside Division Street North. Streetscape elements at and around the subject property will be discussed during the design phase of the Business 51 improvements.

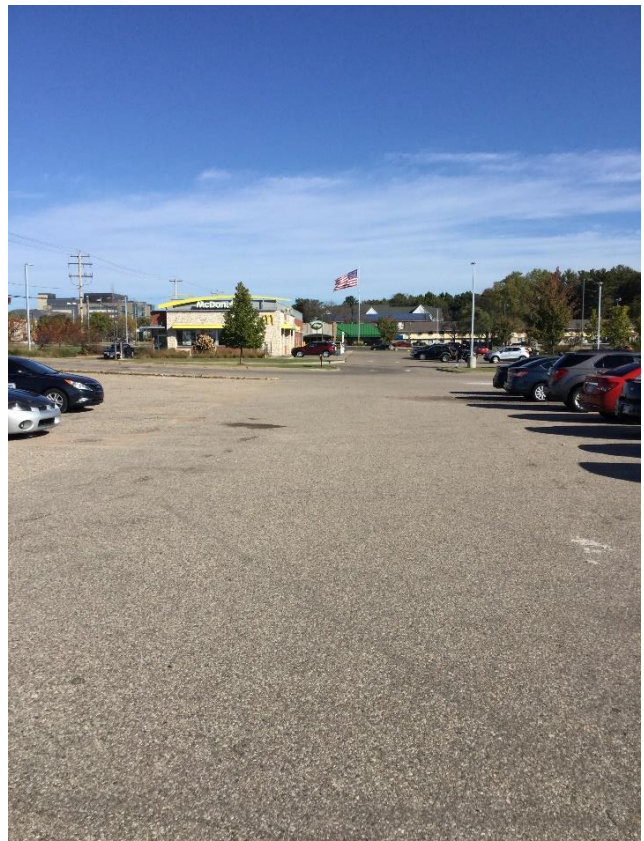
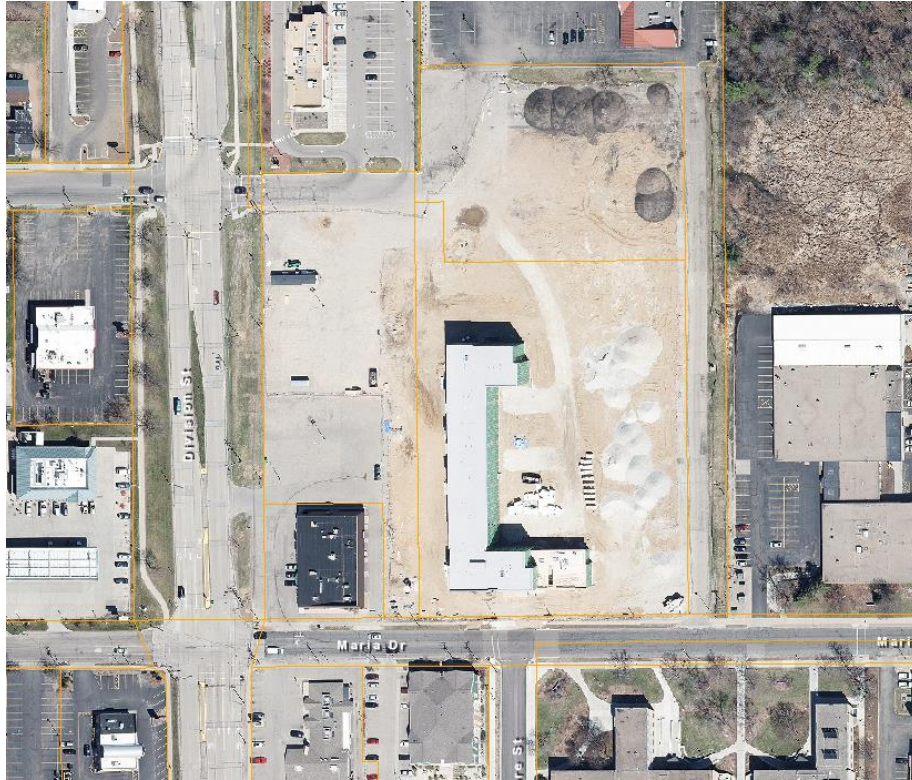
Findings: This standard is met.

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: The proposed buildings meet 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.

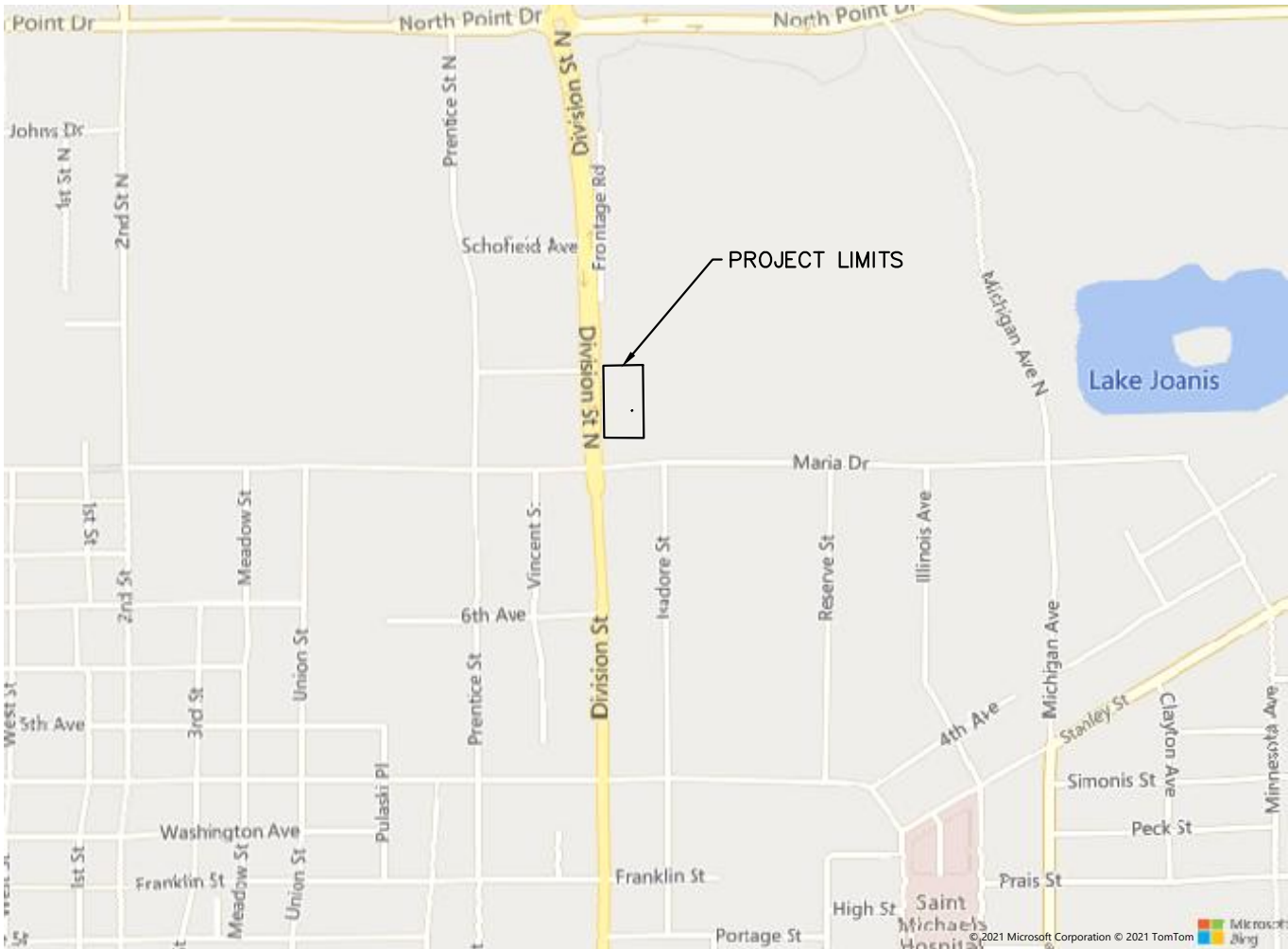
Site Photos





CIVIL PLANS FOR
TOMMY CAR WASH AND COUSINS

LOT 1 AND 2 OF CSM MAP NUMBER 9862-43-42 IS LOCATED IN PART OF SE 1/4 OF THE NE 1/4 OF SECTION 29, TOWNSHIP 24 NORTH, RANGE 08 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN



LOCATION MAP

SHEET INDEX

1	COVER PAGE
2	PROJECT LOCATION
3	EXISTING SITE PLAN
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8	UTILITY PLAN - STORM
9	UTILITY PLAN - SANITARY & WATER
10	EROSION CONTROL SPECIFICATIONS & DETAILS
11	UTILITY DETAILS
12	SITE DETAILS



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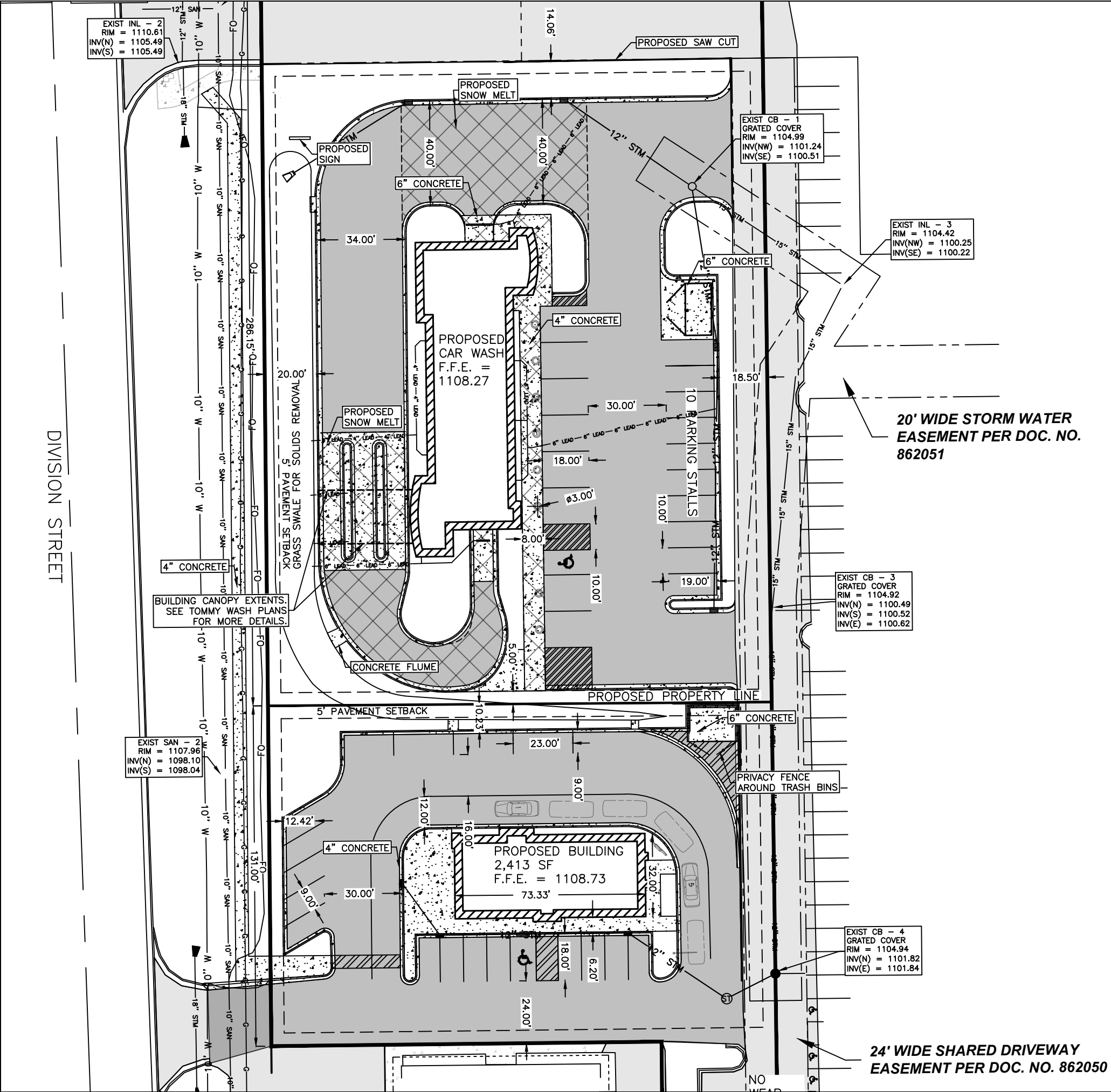
MARATHON TECHNICAL
SERVICES LLC

MTS

REVISION DATE	
LAST MODIFIED ON: September 24, 2021	
SURVEYED BY: VREELAND ASSOCIATES	
DESIGNED BY: MTS	
DRAWN BY: JUSTIN H.	
APPROVED BY: NICK B.	
PROJECT DETAILS	
PROJECT NUMBER: 2151	
PROJECT PHASE: PRELIMINARY	
PROJECT MILESTONE: CONCEPT	
COVER PAGE	TOMMY CAR WASH AND COUSINS STEVENS POINT, PORTAGE COUNTY
SCALE	
NTS	
SHEET NO.	
1	



MTS 404 FRANKLIN ST. WAUSAU, WI 54403 PHONE: 715-843-7292 FAX: 715-843-7292 WWW.MTSLLC.NET MARATHON TECHNICAL SERVICES LLC	
REVISION DATE	
SURVEYED BY: VREELAND ASSOCIATES	
DESIGNED BY: MTS	
DRAWN BY: JUSTIN H.	
APPROVED BY: NICK B.	
PROJECT DETAILS	
PROJECT NUMBER: 2151	
PROJECT PHASE: PRELIMINARY	
PROJECT MILESTONE: CONCEPT	
PROJECT LOCATION	TOMMY CAR WASH AND COUSINS STEVENS POINT, PORTAGE COUNTY
SCALE	
1:60	
SHEET NO.	
2	



BLOCK LEGEND:

- EXISTING SIGNS
- EXISTING TREES
- EXISTING CURB INLET
- EXISTING CATCH BASIN
- EXISTING STORM SEWER MANHOLE
- EXISTING SANITARY SEWER MANHOLE
- EXISTING PROPERTY IRONS/PINS
- EXISTING LIGHT POLE AND CONCRETE BASE
- EXISTING UTILITY POLE
- EXISTING GUY WIRES
- EXISTING ELECTRICAL MANHOLE
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING ENDWALL STRUCTURES
- PROPOSED CAR WAS VACUUMS

HATCH LEGEND:

- PROPOSED BUILDING
- PROPOSED ASPHALT
- PROPOSED CONCRETE
- PROPOSED SNOW MELT
- EXISTING ASPHALT

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REVISION DATE

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VREELAND ASSOCIATES

DESIGNED BY:
MTS

DRAWN BY:
JUSTIN H.

APPROVED BY:
NICK B.

PROJECT DETAILS

PROJECT NUMBER:
2151

PROJECT PHASE:
PRELIMINARY

PROJECT MILESTONE:
CONCEPT

PROPOSED SITE PLAN

TOMMY CAR WASH AND COUSINS
STEVENS POINT, PORTAGE COUNTY

SCALE

1" = 40'

SHEET NO.

5

DIVISION STREET

EXIST SAN - 3
RIM = 1107.96
INV(N) = 1098.10
INV(S) = 1098.04

PROPOSED
CAR WASH
F.F.E. =
1108.27

PROPOSED BUILDING
2,413 SF
F.F.E. = 1108.73

BLOCK LEGEND:

- EXISTING SIGNS
- EXISTING TREES
- EXISTING CURB INLET
- EXISTING CATCH BASIN
- EXISTING STORM SEWER MANHOLE
- EXISTING SANITARY SEWER MANHOLE
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- EXISTING LIGHT POLE AND CONCRETE BASE
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- EXISTING ELECTRICAL MANHOLE
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING ENDWALL STRUCTURES
- PROPOSED CAR WAS VACUUMS

LINETYPE LEGEND:

- EXISTING CONTOURS
- PROPOSED CONTOURS
- PROPOSED REJECT CURB



OVERALL GRADING PLAN

TOMMY CAR WASH AND COUSINS
STEVENS POINT, PORTAGE COUNTY

SCALE
1" = 40'
SHEET NO.
6.0

REVISION DATE

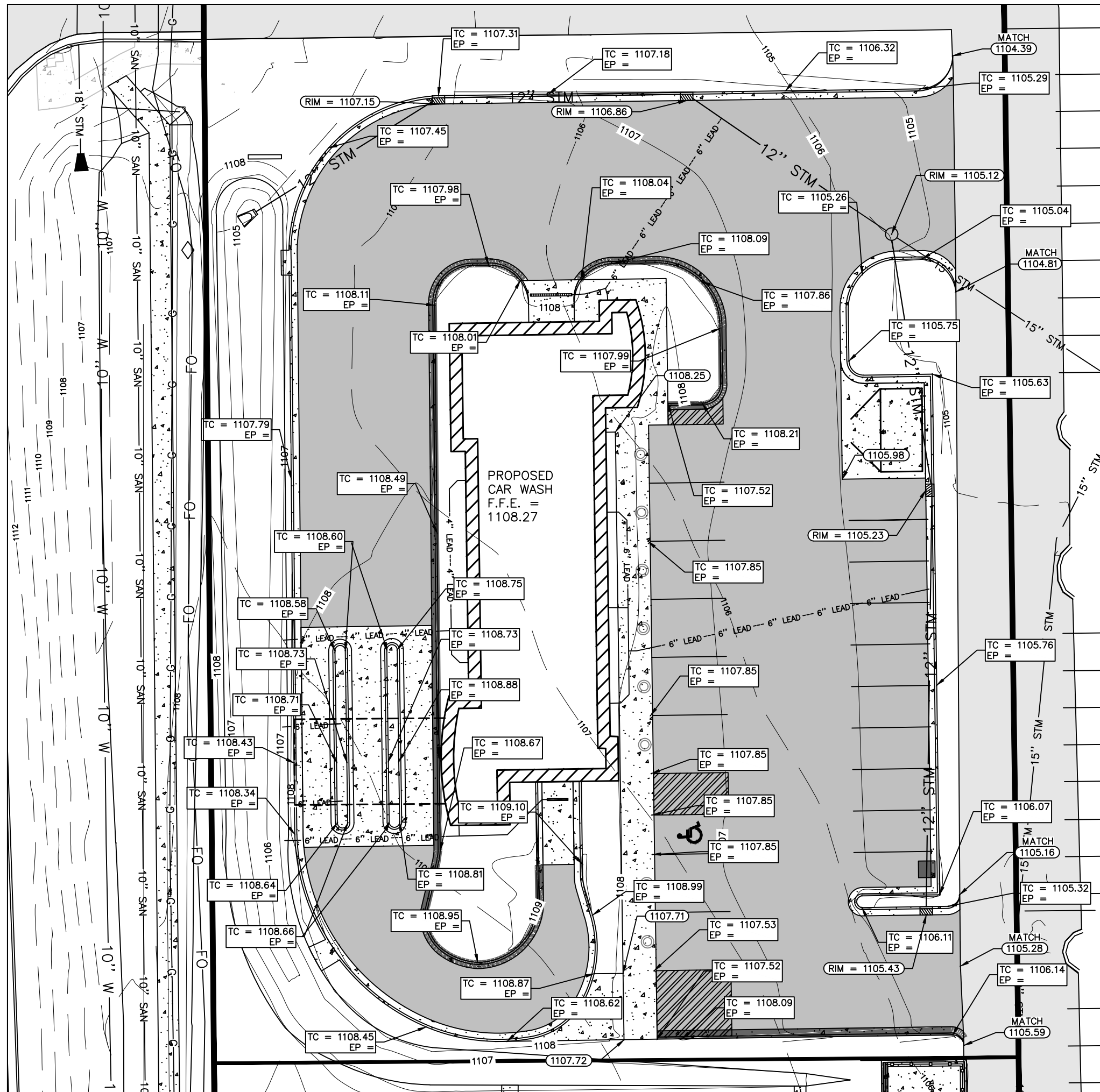
SURVEYED BY:
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PROJECT DETAILS
PROJECT NUMBER:
2151
PROJECT PHASE:
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PROJECT MILESTONE:
CONCEPT

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MTS

MARATHON TECHNICAL
SERVICES LLC



BLOCK LEGEND:

- EXISTING SIGNS
- EXISTING TREES
- EXISTING CURB INLET
- EXISTING CATCH BASIN
- EXISTING STORM SEWER MANHOLE
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- EXISTING ELECTRICAL MANHOLE
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING ENDWALL STRUCTURES
- PROPOSED CAR WAS VACUUMS

LINETYPE LEGEND:

- EXISTING CONTOURS
- PROPOSED CONTOURS
- PROPOSED REJECT CURB

LABEL LEGEND:

- PROPOSED SPOT ELEVATION
- PROPOSED MATCH ELEVATION
- PROPOSED STORM STRUCTURE RIM ELEVATION
- PROPOSED TOP OF CURB AND EDGE OF PAVEMENT ELEVATION

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MARATHON TECHNICAL
SERVICES LLC

MTS

REVISION DATE

SURVEYED BY:
VREELAND
ASSOCIATES

DESIGNED BY:
MTS

DRAWN BY:
JUSTIN H.

APPROVED BY:
NICK B.

PROJECT DETAILS

PROJECT NUMBER:

2151

PROJECT PHASE:

PRELIMINARY

PROJECT MILESTONE:

CONCEPT

CAR WASH GRADING PLAN

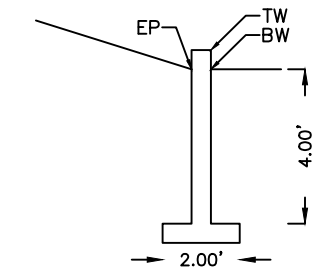
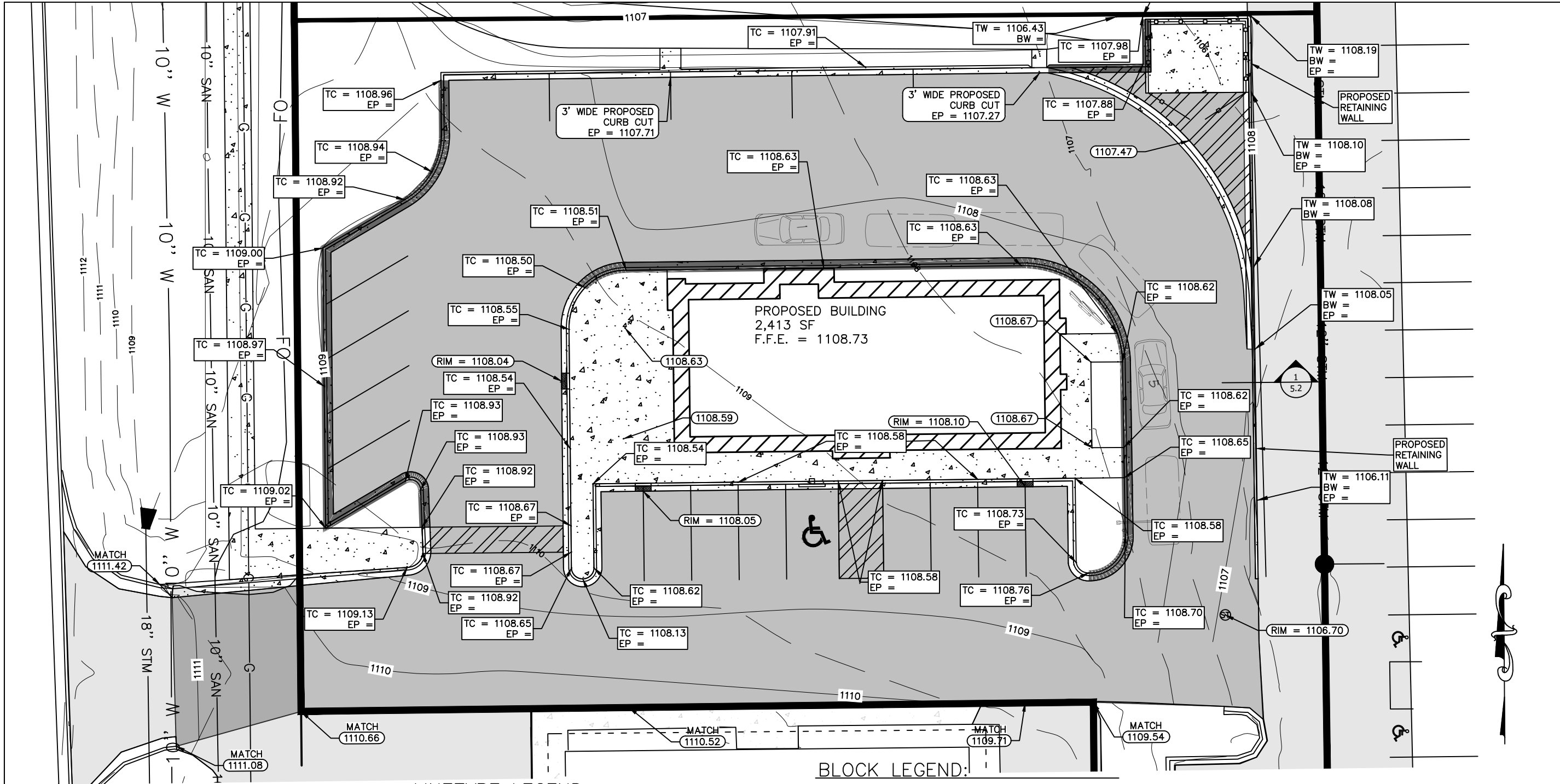
TOMMY CAR WASH AND COUSINS
STEVENS POINT, PORTAGE COUNTY

SCALE

1" = 25'

SHEET NO.

6.1



1
6.2
COUSINS RETAINING WALL

- LINETYPE LEGEND:**
- EXISTING CONTOURS
 - PROPOSED CONTOURS
 - PROPOSED REJECT CURB

- BLOCK LEGEND:**
- EXISTING SIGNS
 - ☼ EXISTING TREES
 - EXISTING CURB INLET
 - EXISTING CATCH BASIN
 - Ⓢ EXISTING STORM SEWER MANHOLE
 - Ⓢ EXISTING SANITARY SEWER MANHOLE
 - EXISTING PROPERTY IRONS/PINS
 - ☼ EXISTING LIGHT POLE AND CONCRETE BASE
 - ⌋ EXISTING UTILITY POLE
 - EXISTING GUY WIRES
 - Ⓢ EXISTING ELECTRICAL MANHOLE
 - ☼ EXISTING HYDRANT
 - ⌋ EXISTING WATER VALVE
 - EXISTING ENDWALL STRUCTURES

- LABEL LEGEND:**
- XXXX.XX → PROPOSED SPOT ELEVATION
 - MATCH XXXX.XX → PROPOSED MATCH ELEVATION
 - RIM = XXXX.XX → PROPOSED STORM STRUCTURE RIM ELEVATION
 - TC = XXXX.XX
EP = XXXX.XX → PROPOSED TOP OF CURB AND EDGE OF PAVEMENT ELEVATION
 - TW = XXXX.XX
BW = XXXX.XX → PROPOSED TOP AND BOTTOM OF WALL ELEVATION

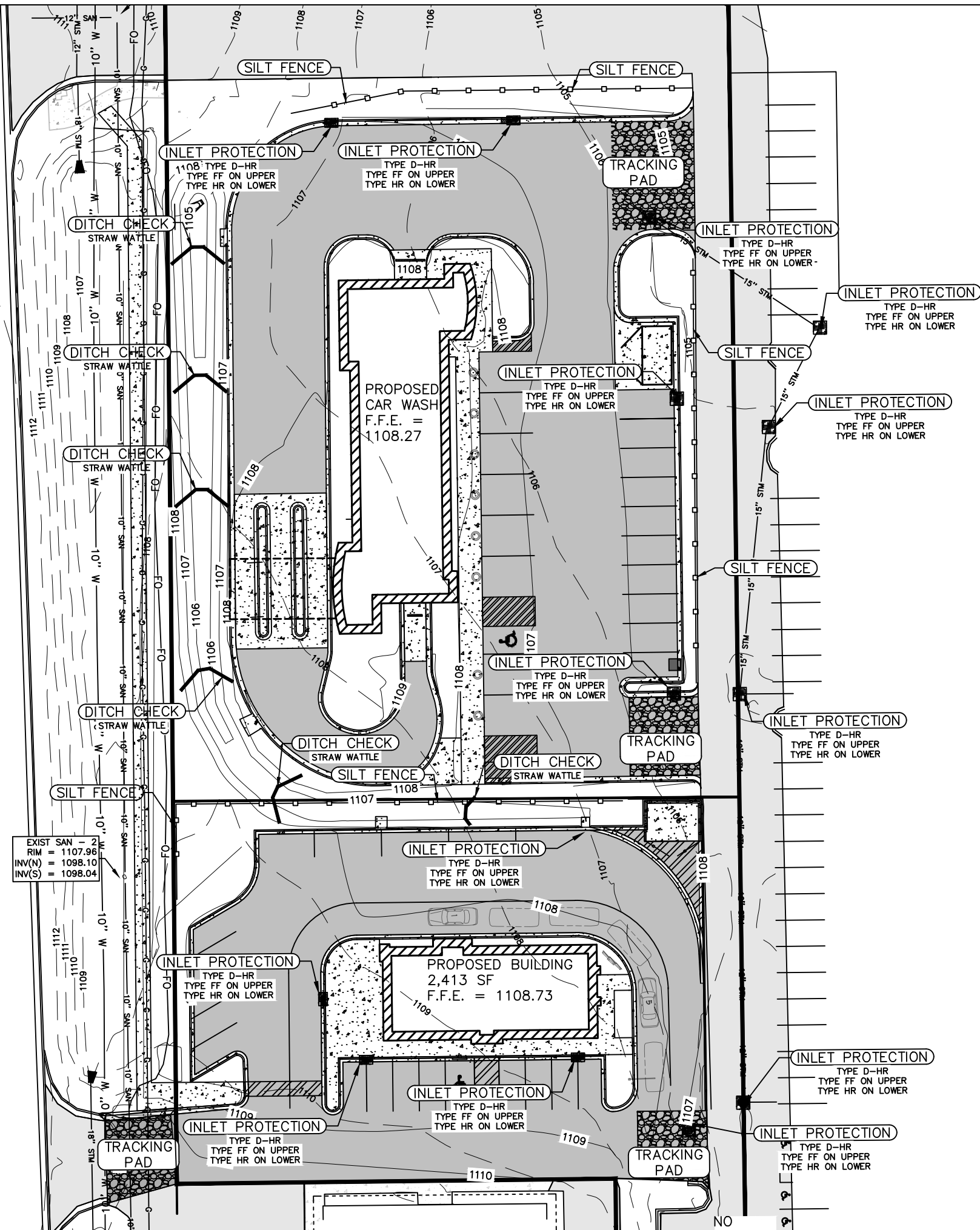
404 FRANKLIN ST.
WAUSAU, WI 54983
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MARATHON TECHNICAL
SERVICES LLC

MTS

REVISION DATE	
SURVEYED BY: VREELAND ASSOCIATES	
DESIGNED BY: MTS	
DRAWN BY: JUSTIN H.	
APPROVED BY: NICK B.	
PROJECT DETAILS	
PROJECT NUMBER: 2151	
PROJECT PHASE: PRELIMINARY	
PROJECT MILESTONE: CONCEPT	
COUSINS GRADING PLAN	TOMMY CAR WASH AND COUSINS STEVENS POINT, PORTAGE COUNTY
SCALE	
1" = 20'	
SHEET NO.	
6.2	

DIVISION STREET



BLOCK LEGEND:

- EXISTING SIGNS
- EXISTING TREES
- EXISTING CURB INLET
- EXISTING CATCH BASIN
- EXISTING STORM SEWER MANHOLE
- EXISTING SANITARY SEWER MANHOLE
- EXISTING PROPERTY IRONS/PINS
- EXISTING LIGHT POLE AND CONCRETE BASE
- EXISTING UTILITY POLE
- EXISTING GUY WIRES
- EXISTING ELECTRICAL MANHOLE
- EXISTING HYDRANT
- EXISTING WATER VALVE
- EXISTING ENDWALL STRUCTURES
- PROPOSED CAR WAS VACUUMS

HATCH LEGEND:

- TRACKING CONTROL PAD
- INLET PROTECTION

LINETYPE LEGEND:

- SILT FENCE

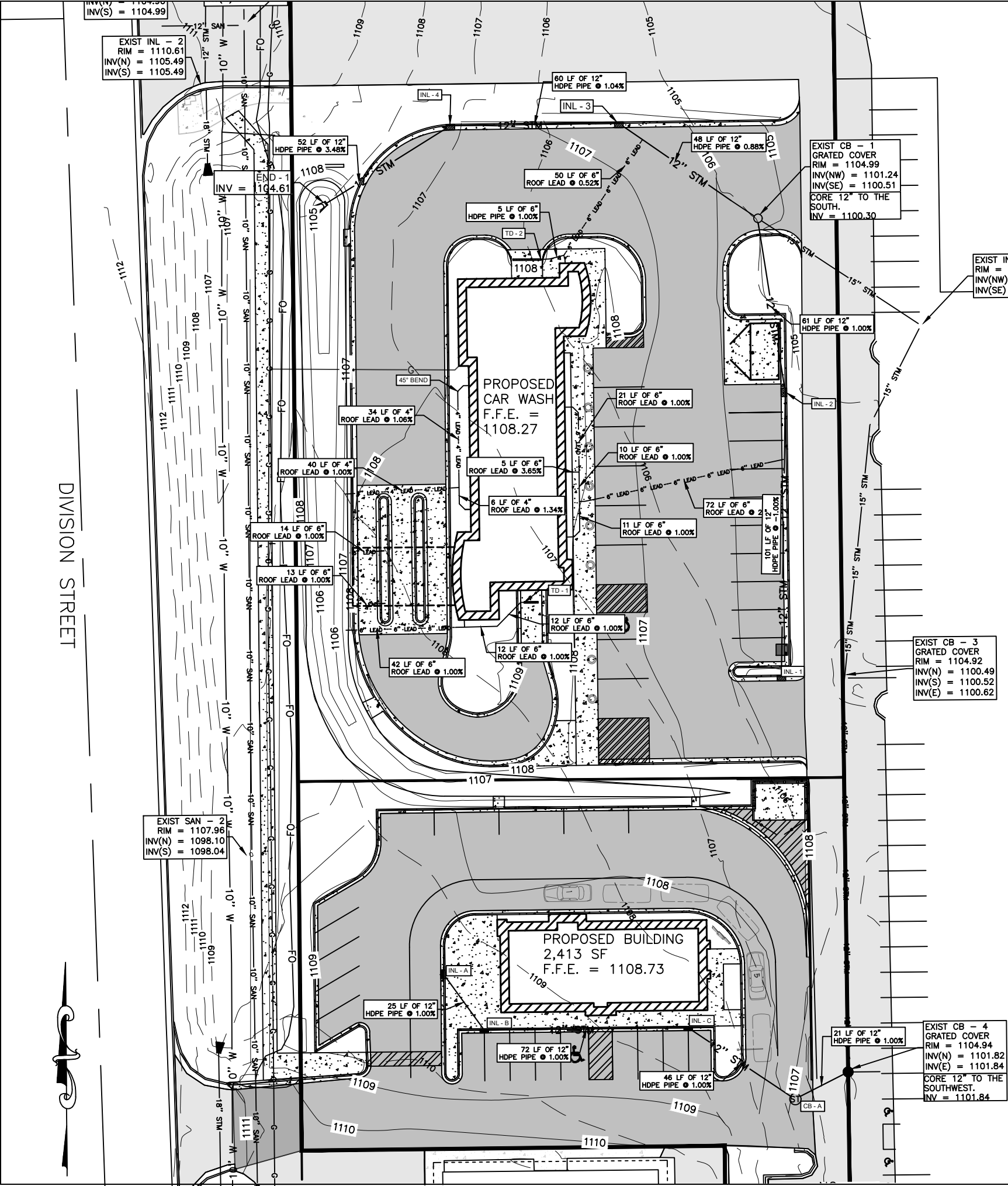


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MARATHON TECHNICAL
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MTS

REVISION DATE
SURVEYED BY: VREELAND ASSOCIATES
DESIGNED BY: MTS
DRAWN BY: JUSTIN H.
APPROVED BY: NICK B.
PROJECT DETAILS
PROJECT NUMBER: 2151
PROJECT PHASE: PRELIMINARY
PROJECT MILESTONE: CONCEPT
EROSION CONTROL PLAN
TOMMY CAR WASH AND COUSINS STEVENS POINT, PORTAGE COUNTY
SCALE
1" = 40'
SHEET NO.
7



BLOCK LEGEND:

EXISTING SIGNS

EXISTING TREES

EXISTING CURB INLET

EXISTING CATCH BASIN

EXISTING STORM SEWER MANHOLE

EXISTING SANITARY SEWER MANHOLE

EXISTING PROPERTY IRONS/PINS

EXISTING LIGHT POLE AND CONCRETE BASE

EXISTING UTILITY POLE

EXISTING GUY WIRES

EXISTING ELECTRICAL MANHOLE

EXISTING HYDRANT

EXISTING WATER VALVE

EXISTING ENDWALL STRUCTURES

PROPOSED CAR WAS VACUUMS

LINETYPE LEGEND:

4" LEAD

6" LEAD

12" STM

PROPOSED 4" PVC LEAD

PROPOSED 6" PVC LEAD

PROPOSED 12" STORMWATER PIPE

STORM SCHEDULES:

TOMMY CAR WASH CURB INLET STRUCTURE TABLE		COUSINS STORM CURB INLET STRUCTURE TABLE	
STRUCTURE NAME	STRUCTURE DETAILS	STRUCTURE NAME	STRUCTURE DETAILS
INL - 1	RIM = ???	INL - A	RIM = ???
	INV OUT(N) = 1100.91		INV OUT(SE) = 1103.48
INL - 2	SUMP DEPTH = 3.00 FT	INL - B	SUMP DEPTH = 3.00 FT
	DEPTH = ???		DEPTH = ??? FT
INL - 3	RIM = ???	INL - C	RIM = ???
	INV IN(N) = 1100.30		INV IN(NW) = 1103.23
INL - 4	INV IN(S) = 1101.92		INV OUT(E) = 1103.23
	SUMP DEPTH = 3.00 FT	CB - A	SUMP DEPTH = 3.00 FT
	DEPTH = ???		DEPTH = ??? FT
	RIM = ???	COUSINS STORM CATCH BASIN STRUCTURE TABLE	
	INV IN(W) = 1102.22	STRUCTURE NAME	STRUCTURE DETAILS
	INV OUT(SE) = 1101.76	CB - A	RIM = ???
	SUMP DEPTH = 3.00 FT		INV IN(NW) = 1102.05
	DEPTH = ???		INV OUT(NE) = 1102.05
	RIM = ???		SUMP DEPTH = 3.00 FT
	INV IN(SW) = 1102.84		DEPTH = 7.66 FT
	INV OUT(E) = 1102.84		
	SUMP DEPTH = 3.00 FT		
	DEPTH = ???		

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MARATHON TECHNICAL SERVICES LLC

REVISION DATE

SURVEYED BY:
VREELAND ASSOCIATES

DESIGNED BY:
MTS

DRAWN BY:
JUSTIN H.

APPROVED BY:
NICK B.

PROJECT DETAILS

PROJECT NUMBER:
2151

PROJECT PHASE:
PRELIMINARY

PROJECT MILESTONE:
CONCEPT

UTILITY PLAN - STORM

TOMMY CAR WASH AND COUSINS
STEVENS POINT, PORTAGE COUNTY

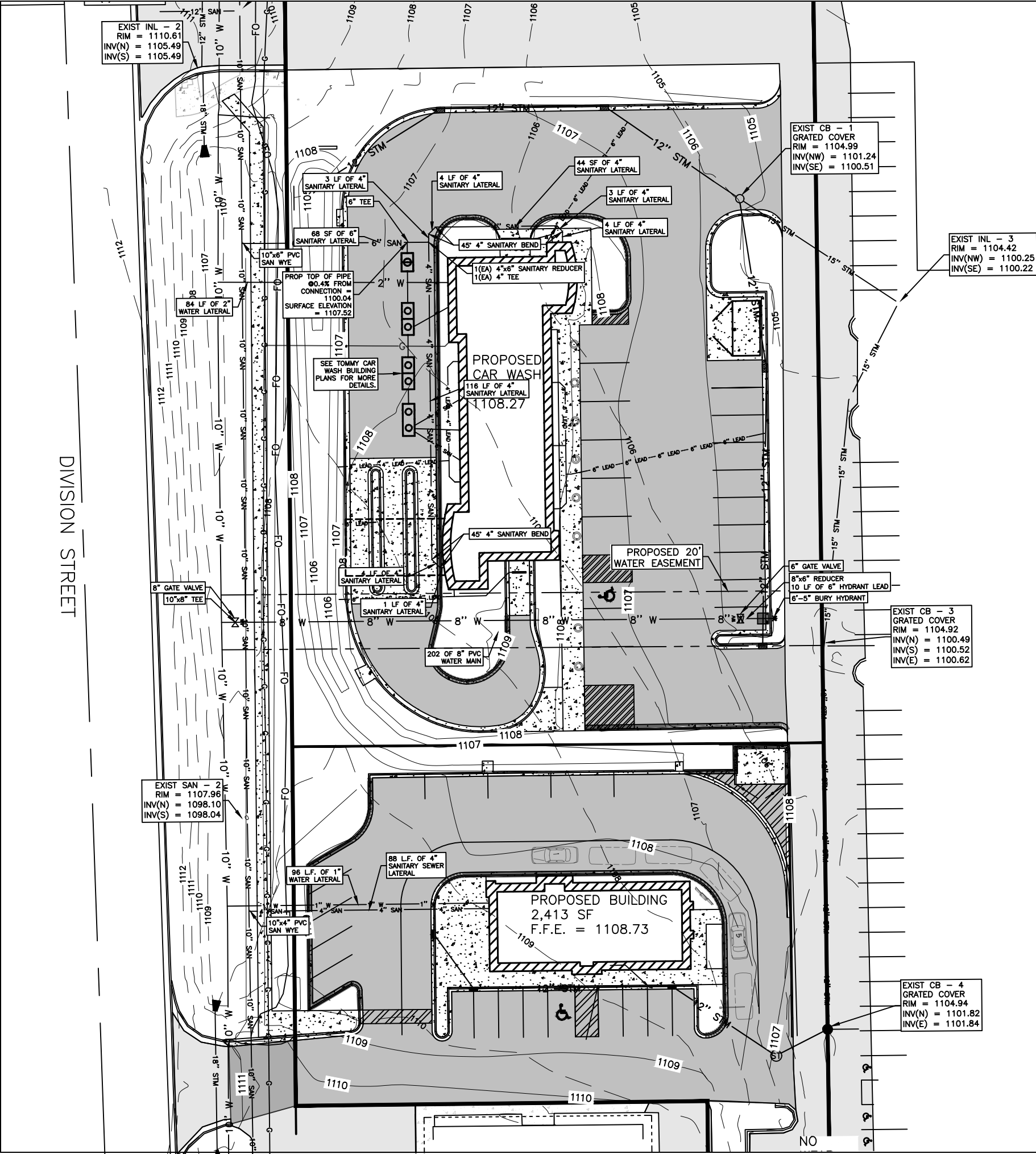
SCALE

1" = 40'

SHEET NO.

8

Page 84 of 134



PROPOSED EROSION CONTROL ACTIVITIES:

1. CONTACT DIGGER’S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. NOTIFY THE LOCAL MUNICIPALITY AT LEAST 2 WORKING DAYS PRIOR TO THE START OF SOIL DISTURBING ACTIVITIES.
3. KEEP A COPY OF THE EROSION CONTROL PLANS AND STORMWATER & EROSION CONTROL MANAGEMENT PLAN ON SITE THROUGHOUT THE PROJECT.
4. INSTALL ALL TEMPORARY EROSION CONTROL ELEMENTS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
5. ALL ACTIVITIES SHALL BE CONDUCTED IN A LOGICAL SEQUENCE AS TO MINIMIZE THE AMOUNT OF BARE SOIL EXPOSED AT ANY ONE TIME. MAINTAIN EXISTING VEGETATION AS LONG AS POSSIBLE.
6. CRUSHED ROCK DRIVES FOR SEDIMENT TRACKING UTILIZING 3” CRUSHED ROCK SHALL BE MAINTAINED AT ALL CONSTRUCTION ENTRANCES TO THE SITE. THE ROCK DRIVE SHALL BE A MINIMUM OF 12” THICK AND BE A MINIMUM OF 50 FEET IN LENGTH BY THE WIDTH OF THE DRIVEWAY.
7. OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF A STORM EVENT SHALL BE CLEANED UP BY THE END OF THE NEXT WORK DAY. ALL OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION ACTIVITIES, INCLUDING SOIL TRACKED BY CONSTRUCTION TRAFFIC, SHALL AT A MINIMUM BE CLEANED BY THE END OF EACH WORK DAY. EXCESSIVE AMOUNTS OF SEDIMENT OR OTHER DEBRIS TRACKED ONTO ADJACENT STREETS SHALL BE CLEANED BY THE END OF EACH WORK DAY. EXCESSIVE AMOUNTS OF SEDIMENT OR OTHER DEBRIS TRACKED ONTO ADJACENT STREETS SHALL BE CLEANED IMMEDIATELY. FINE SEDIMENT ACCUMULATIONS SHALL BE CLEANED FROM ADJACENT STREETS BY THE USE OF MECHANICAL OR MANUAL SWEEPING OPERATIONS ONCE A WEEK AT A MINIMUM AND BEFORE IMMINENT RAIN EVENTS.
8. DISTURBED GROUND OUTSIDE OF THE EVERYDAY CONSTRUCTION AREAS, INCLUDING SOIL STOCKPILES, THAT ARE LEFT INACTIVE FOR MORE THAN 7 DAYS SHALL BE TEMPORARILY STABILIZED BY SEEDING/MULCHING OR OTHER APPROVED METHODS.
9. WASTE MATERIAL THAT IS GENERATED ON THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO RUN INTO RECEIVING ANY SEDIMENT OR TRASH THAT HAS MOVED OFF–SITE SHALL BE SWEEPED OR CLEANED UP BEFORE THE END OF THE WORK DAY.
10. EROSION CONTROL DEVICES DESTROYED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE END OF EACH WORK DAY.
11. INSPECT ALL EROSION CONTROL MEASURES AT LEAST ONCE A WEEK AND AFTER ANY RAINFALL OF 0.5” OR MORE. MAKE NEEDED REPAIRS AND DOCUMENT ALL ACTIVITIES AS PER THE REQUIREMENTS OF THE NOTICE OF INTENT SUBMITTED BY THE PROJECT CIVIL ENGINEER.
12. ALL TEMPORARY EROSION CONTROL ELEMENTS SHALL REMAIN IN PLACE UNTIL A SUFFICIENT GROWTH OF VEGETATION IS ESTABLISHED AND THEN BE REMOVED AS PART OF THE BASE BID.
13. IF SEDIMENT LADEN WATER NEEDS TO BE REMOVED FROM THE SITE, FILTER BAGS OR SCREENING SHALL BE USED IN ACCORDANCE WITH THE WI DNR TECHNICAL STANDARDS 1061 TO PREVENT THE DISCHARGE OF SEDIMENT TO THE MAXIMUM EXTENT PRACTICABLE.
14. IF BARE SOIL IS EXPOSED DURING THE WINTER MONTHS, STABILIZATION BY MULCHING OR ANIONIC POLYACRYLAMIDE SHALL OCCUR PRIOR TO SNOW OR FROZEN GROUND.
15. SILT FENCE SHALL BE INSTALLED AROUND THE TOPSOIL STOCKPILE.
16. THE CONTRACTOR SHALL ONLY USE PHOSPHORUS FREE FERTILIZER FOR ALL LANDSCAPE APPLICATIONS.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR WATERING PLANTED DISTURBED AREAS WHENEVER MORE THAN 7 DAYS OF DRY WEATHER OCCUR.
18. THE CONTRACTOR SHALL PERFORM INSPECTIONS AND MONITORING OF EROSION CONTROL PRACTICES IN ACCORDANCE WITH THE WI DNR "CONSTRUCTION SITE INSPECTION REPORT" FORM 3400–187. THIS FORM CAN BE FOUND ON WISCONSIN DNR WEBSITE OR PROVIDE IF NECESSARY.

GENERAL NOTES:

DETAIL OF CONSTRUCTION NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND APPLICABLE SPECIAL PROVISIONS.

WHEN POSSIBLE THE SILT FENCE SHOULD BE CONSTRUCTED IN AN ARC OR HORSESHOE SHAPE, WITH THE ENDS POINTING UPSLOPE TO MAXIMIZE BOTH STRENGTH AND EFFECTIVENESS.

ADDITIONAL POST DEPTH OR TIE BACKS MAY BE REQUIRED IN UNSTABLE SOIL CONDITIONS.

ALTERNATES "A" & "B" ARE EQUAL AND EITHER MAY BE USED.

ATTACH THE FABRIC TO THE POSTS WITH WIRE STAPLES OR WOODEN LATH AND NAILS.

STEEL POSTS SHALL BE A STUDDED "TEE" OR "U" TYPE WITH A MINIMUM WEIGHT OF 1.28 LBS/LINEAL FOOT (NESTOUT ANCHOR). FIN ANCHORS SUFFICIENT TO RESIST POST MOVEMENT ARE REQUIRED. WOOD POSTS SHALL BE A MINIMUM SIZE OF 4" DIA. OR 1 1/2" X 3 1/2" EXCEPT WOOD POSTS FOR GEOTEXTILE FABRIC REINFORCED WITH NETTING SHALL BE MINIMUM SIZE OF 1 1/8" X 1 1/8" OAK OR HICKORY.

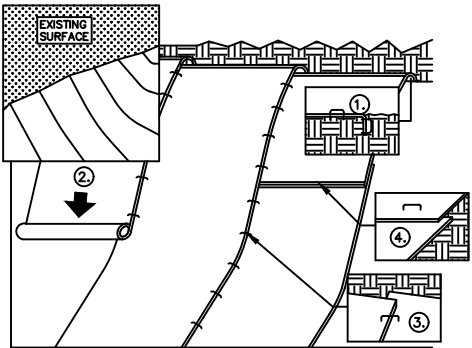
MINIMUM 14 GAGE WIRE REQUIRED. FOLD FABRIC 3" OVER THE WIRE AND STAPLE OR PLACE WIRE RINGS ON 12" C-C.

GEOTEXTILE FABRIC SHALL BE REINFORCED WITH AN INDUSTRIAL POLYPROPYLENE NETTING WITH MAXIMUM MESH SPACING OF 3/4" OR EQUAL. A HEAVY DUTY NYLON TOP SUPPORT CORD OR EQUIVALENT IS REQUIRED.

WIRE SUPPORT FENCE SHALL BE 14 GAGE MINIMUM WOVEN WIRE WITH A MAXIMUM MESH SPACING OF 6" SECURE TOP OF GEOTEXTILE FABRIC TO TOP OF FENCE WITH STAPLES OR WIRE RINGS AT 12" C-C.

LENGTH NOT LESS THAN THE CIRCUMFERENCE OF THE LARGEST TIRE ON THE CONSTRUCTION EQUIPMENT, PLUS 5 FEET.

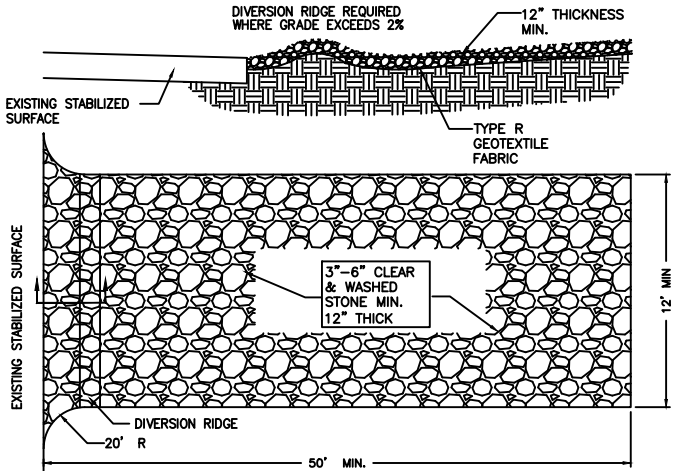
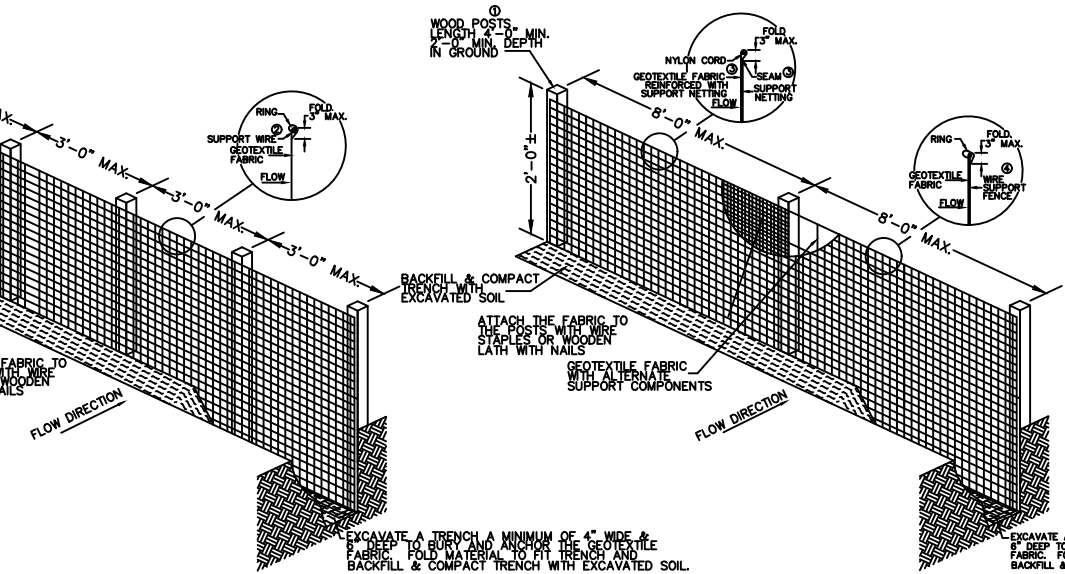
1
10
SILT FENCE



INSTALLATION NOTES:

1. BEGIN AT THE TOP OF THE SLOPE. ANCHOR THE MAT IN A 6" WIDE x 6" DEEP TRENCH. BACKFILL AND COMPACT THE TRENCH.
2. ROLL THE MAT DOWN THE SLOPE IN DIRECTION OF FLOW.
3. OVERLAP PARALLEL EROSION MAT APPROX. 2". PLACE MAT END OVER END (SHINGLE STYLE).
4. OVERLAP END TO END APPROX. 6" AND STAPLE OVERLAP AREA WITH STAPLES APPROX. 12" APART.

3
10
NON-CHANNEL EROSION CONTROL MATTING



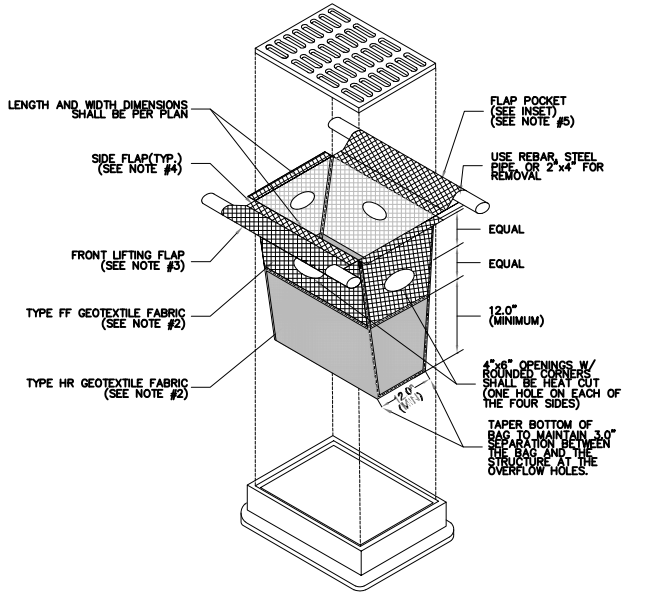
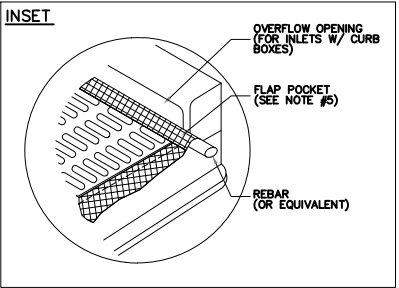
NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAYS. THIS MAY REQUIRE TOP DRESSING. REPAIR AND/OR CLEANOUT ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
4. IF TRACKING PAD IS FILLED WITH SEDIMENT REMOVE AND REPLACE AGGREGATE.
5. IF A 50' PAD LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL MAXIMUM LENGTH PRACTICABLE.

4
10
TRACKOUT CONTROL DETAIL

EROSION CONTROL SCHEDULING:

1. INSTALL PERIMETER EROSION CONTROL.
2. BEGIN ROUGH GRADING AND UTILITY INSTALLATION.
3. DURING GRADING ACTIVITIES EXISTING GRASS AND VEGETATION, TO BE REMOVED, SHALL REMAIN IN PLACE FOR AS LONG AS POSSIBLE, TO AVOID SEDIMENT TRANSPORT.
4. ALL DISTURBED AREAS SHALL BE STABILIZED, TEMPORARILY AND/OR PERMANENT, WITHIN 30 DAYS OF DISTURBANCE, OR PERMANENTLY STABILIZED WITHIN 7 DAYS OF ACHIEVING FINISHED GRADE.
5. IF DISTURBED AREAS MUST BE LEFT OVER WINTER, AN ANIONIC POLYACRYLAMIDE SHALL BE APPLIED TO ALL DISTURBED AREAS PRIOR TO GROUND FREEZE. SEE SPECIFICATIONS FOR DETAILS.

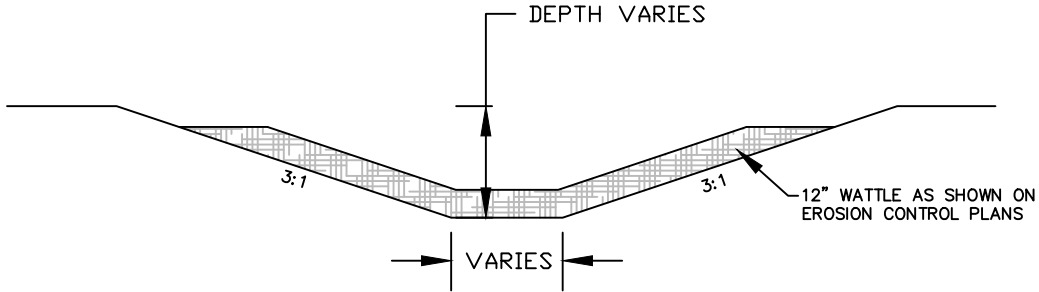


2
10
INLET PROTECTION - TYPE D HR

NOTES:

1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.
2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS, TOP AND BOTTOM OF THE OUTSIDE OF FILTER BAG. FRONT, BACK, AND BOTTOM OF FILTER BAG BEING ONE PIECE.
3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.
4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.
5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2"x4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.

2A
10
INLET PROTECTION NOTES



5
10
DITCH CHECK

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DRAWN BY:

JUSTIN H.

APPROVED BY:

NICK B.

PROJECT DETAILS

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PROJECT PHASE:

PRELIMINARY

PROJECT MILESTONE:

CONCEPT

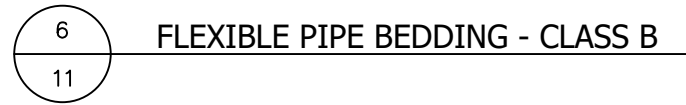
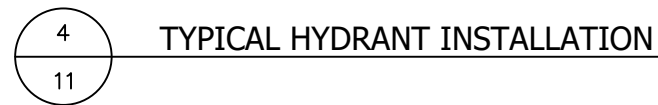
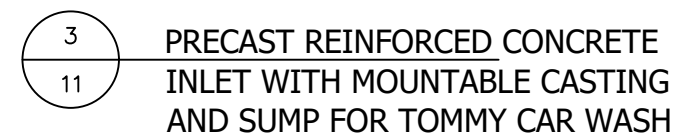
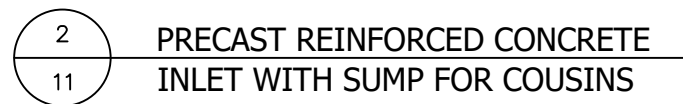
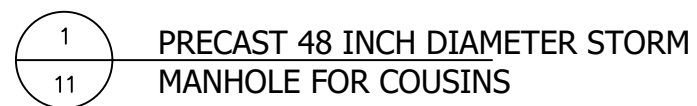
EROSION CONTROL SPECIFICATIONS & DETAILS

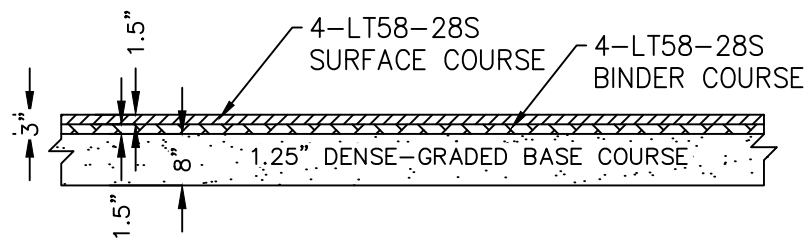
SCALE

NTS

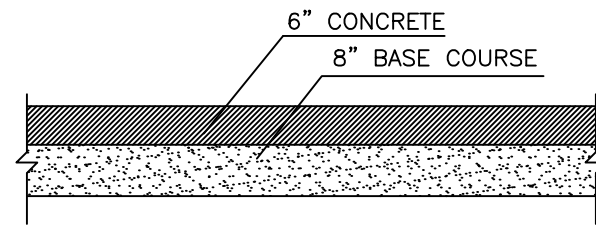
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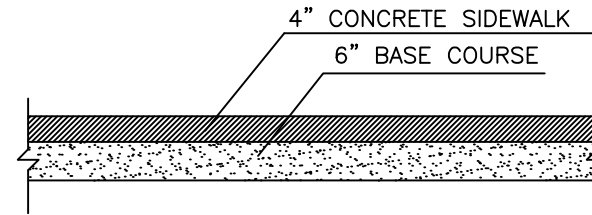




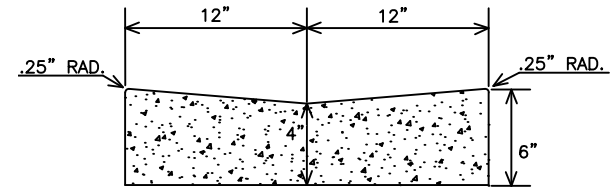
01
12 TYPICAL ASPHALT CROSS-SECTION



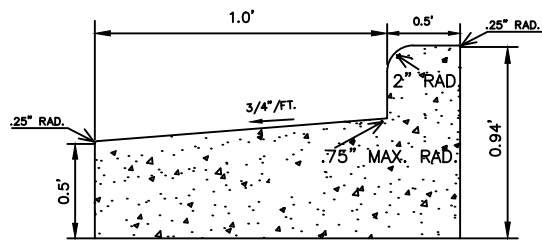
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12 6 INCH CONCRETE DETAIL



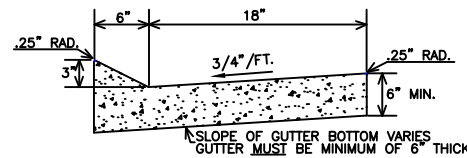
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12 4 INCH CONCRETE



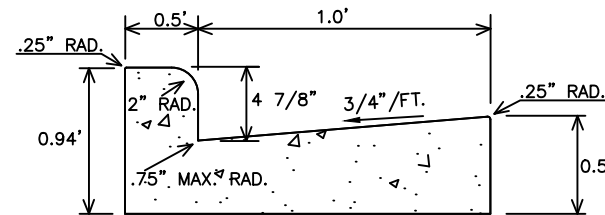
04
12 CONCRETE FLOW LINE



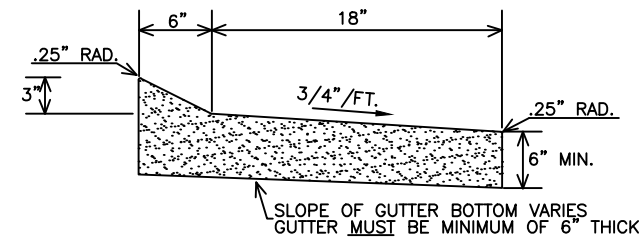
05
12 18 IN REJECT CURB



06
12 24 INCH MOUNTABLE CURB



07
12 18 IN STANDARD CURB



08
12 24 IN REJECT MOUNTABLE CURB

TOP OF CURB
ELEVATION =

1107.85

3'-14'

TOP OF ASPHALT
ELEVATION =

1107.52

5'-10'

3'-14'

09
12 TOMMY CAR WASH TAPERED
ASPHALT AT THICKNED EDGE

TOP OF CURB ELEVATION = 1108.58

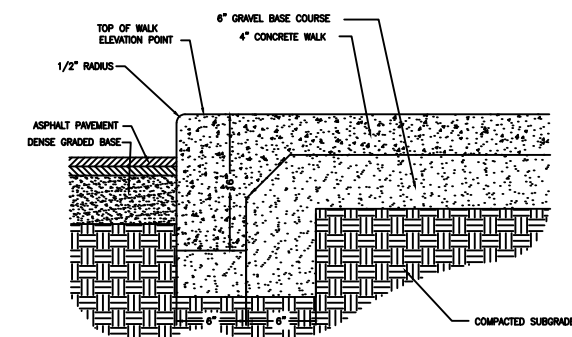
TOP OF ASPHALT ELEVATION = 1108.14

18'

10'

18'

11
12 COUSINS TAPERED ASPHALT AT
THICKENED EDGE



10
12 THICKEN EDGE SIDEWALK DETAIL



APPLICATION FOR A PLANNED DEVELOPMENT OR PLANNED INDUSTRIAL DEVELOPMENT

(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				Planned Development	☐	Planned Industrial Development	☐

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Nick Bancuk - Marathon Technical Services	Contact Name	
Address	404 Franklin Street	Address	
City, State, Zip	Wausau, WI, 54403	City, State, Zip	
Telephone	715-843-7292	Telephone	
Fax	715-843-7292	Fax	
Email	nick@mtsllc.net	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Stratton Capital Clairmont LLC	Owner's Name	Startton Retail Clairmont LLC
Address	1820 Plover Rd, Suite E	Address	1820 Plover Rd, Suite E
City, State, Zip	Plover, WI, 54467	City, State, Zip	Plover, WI, 54467
Telephone	917-613-4948	Telephone	917-613-4948
Fax		Fax	
Email	gary@strattoncarwash.com	Email	gary@strattoncarwash.com

PROJECT SUMMARY

Development Name	Stratton Clairmont		Former Development Name (if any)			
Area of Subject Property (Acres/Sq Ft)	1.9994 Acres, 87,094 Sq Ft		Proposed Number of Lots	2		
Project Address:	111 Division Street		Planned Development	☒	Planned Industrial Development	☐
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)		
281240829140021						
Number of Residential Units Proposed		Proposed Gross Residential Density		Commercial Space Proposed Sq. Ft.		
0		0		6,828		
Source of Utilities:				Streets Created or Extended as part of Subdivision? If Yes What Types?		
Water	Municipal	Sewer	Municipal			
List all uses that will occur as part of the proposed Planned development or Planned Industrial Development below. (Use additional pages if necessary)						
The development will consist of a drive-thru car wash building with exterior vacuums as well as a separate drive-thru restaurant with indoor and outdoor dining.						

Describe proposed project and details about the uses listed above. Include the time schedule (if any) for development. (Use additional pages if necessary)	
The existing lot will be subdivided so that each building and associated parking are on their own lot. The development is proposed to start as soon as the approvals are in place. The uses fit within the immediate area of multi-tenant space, gas station, drive-thru restaurant, etc.	
Expressly identify any and all requested deviations from the zoning code. (Use additional pages if necessary)	
The development requests a deviation from the maximum building setback. All other code requirements are proposed to be complied with.	
If a Planned Industrial Development, identify any and all measures that will be taken to mitigate negative impacts both and to protect the environment and surrounding property. (Use additional pages if necessary)	
N/A	
Describe why none of the districts available in the zoning code will allow the project proposed. (Use additional pages if necessary)	
This development is already within a PUD zoning.	
Describe how the project demonstrates innovative development techniques and a higher quality of development not achievable under the standards of the zoning code. (Use additional pages if necessary)	
N/A	
Current Zoning Surrounding Subject Property	
North:	B4 Commercial
South:	B4 Commercial
East:	PD Planned Development
West:	B4 Commercial
Current Land Use Surrounding Subject Property	
North:	Restaurant
South:	Multi-Tenant Commercial
East:	Multi-Family
West:	Restaurant

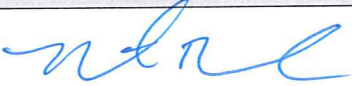
EXHIBITS (MAJOR SUBDIVISION)

Owner Information Sheet	☒	Additional Exhibits If Any (List):
Letter to District Alderperson	☒	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Detailed list of requested deviations	☐	
Site Plan (designating primary, side, and service street frontages)	☒	
Elevations	☒	
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	☒	
Design plans for any and all proposed buildings	☒	

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
	9-16-21		

September 15, 2021

Mr. Shaun Morrow, Alderperson
District 11, City of Stevens Points

Re: Proposed Tommy Car Wash

Dear Alderperson Morrow,

My name is Gary Papilsky, one of the principals of Stratton Capital Division, LLC and am writing to inform you of our interest in developing a vacant parcel located within your district with a new Tommy Car Wash facility.

Featuring a modern looking, aesthetically pleasing, design, this car wash will be an asset to the neighborhood and complement the existing businesses on Division Street. We welcome you to visit our existing locations in Weston, and Wausau, as well as Eau Claire which we expect to open next month. You will see that with its focus on cleanliness and it's all glass design, each wash is a shining beacon in its neighborhood.

The Tommy model is to be involved in the community and we have worked on fundraising activities with local charities and high school sports teams in each of our current locations. We are excited to be able to take an active role in the Stevens Point community.

We look forward to working with you and others at the City of Stevens Point to complete the review process and are excited to have the Tommy Car Wash family join the Stevens Point family.

Please do not hesitate to let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary Papilsky".

Gary Papilsky

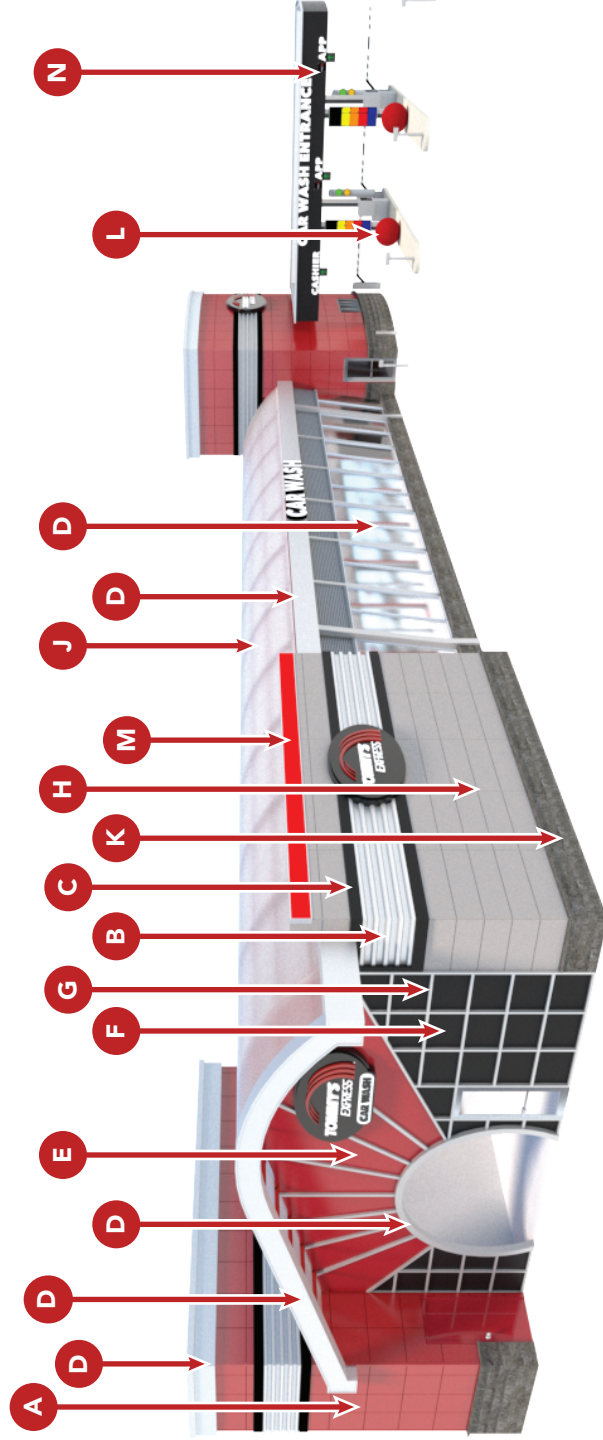
Exterior Material Selections

Tommy's Express Model



Confidential Warning: This sheet contains and constitutes confidential information, images and trade secrets of Tommy Car Wash Systems. Any unauthorized use or disclosure of any portion thereof, is strictly prohibited. This work is the exclusive property of Tommy Car Wash Systems. All rights reserved.

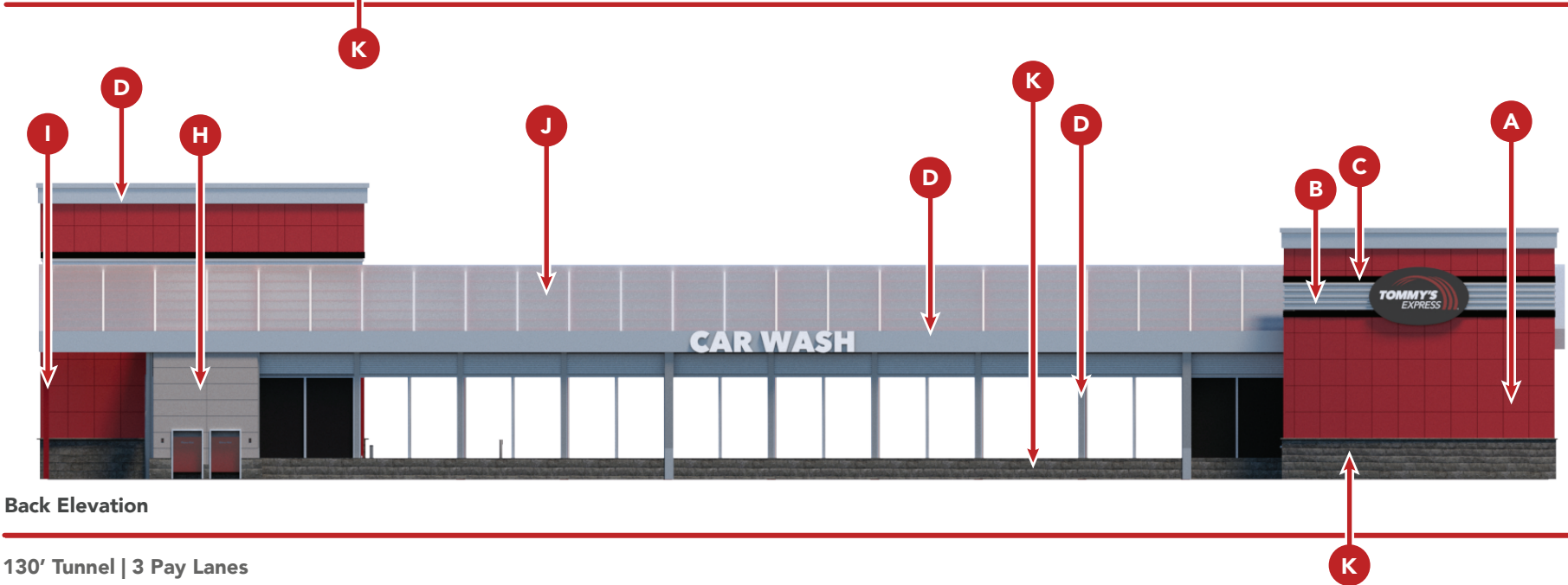
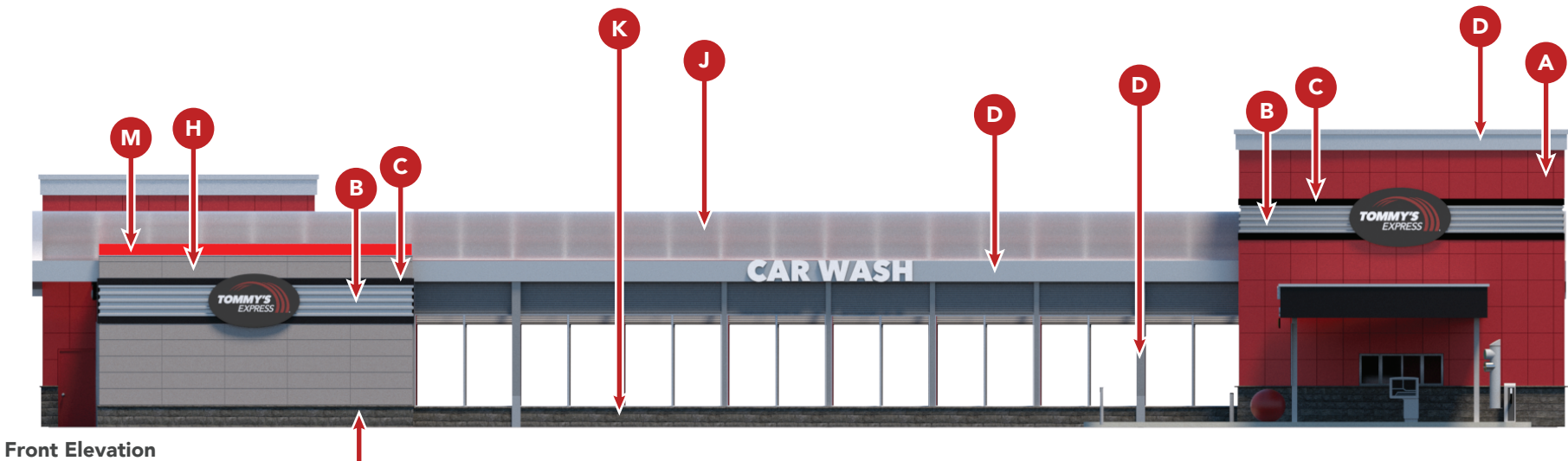
- A** Towers: Dri-Design Panel - 30" x 30" - Cardinal Red - RAL 3001
<http://www.dri-design.com/products/painted-aluminum/#sizes>
- B** Ribbed Panel: ATAS 7.2 - Silversmith
<http://www.atas.com/products/walls/exposed-fastener/atas-belvedere-rib-panel#ProductInfo>
- C** Ribbed Panel Trim: ATAS Flat Sheet - Black
<http://www.atas.com/products/colors>
- D** Parapet Cap: Reynolux - Bright Silver Metallic
https://www.alcoa.com/aap/north_america/en/product.asp?cat_id=917&prod_id=1537
- D** Fascia: Silver ACM
N/A
- D** Downspout Covers: Silver ACM
N/A
- E** Car Wash Ends (Upper): Laminators Omega Series - Sunset Red
http://www.laminatorsinc.com/sites/www.laminatorsinc.com/files/pdf/laminators_architectural_colors_sept8_2016.pdf
- F** Car Wash Ends (Lower): Citadel Glaze Guard - Ebony (Series F)
<https://www.citadelap.com/finishes/series-f>
- G** Car Wash Ends (Aluminum Caps): Tubelite 200 Series Curtain Wall - Clear Anodized
<https://www.tubeliteinc.com/200-series-curtainwall/>
- H** Dry Backroom: Nichiha Panel - Architectural Block - Gray - RAL 7044
<http://www.nichiha.com/products/detail/architecturalblock>
- I** Steel: RAL3001 *Interior Steel Not Shown*
<http://www.ralcolor.com/>
- J** Roof: Acrylic - 8mm ACRYLITE Heatstop - Cool Blue
<https://www.acrylite.net/sites/lists/PM/DocumentsAP/8mm-acrylite-heatstop-hi-ds-tech-jan2013.pdf>
- K** Masonry - Consumer's 4" Split Faced Block - Ash
http://www.consumersconcrete.com/split_face.html
- L** Vacuums & Balls: Red
<http://shop.tommycarwash.com/Tommy-Store/Vacuum-and-Vending>
- M** Dry Backroom Parapet: Lektron LED Linear Light - Leon - Red
<http://www.lektroninc.com/leon/>
- N** Pay Canopy: Black ACM
N/A



Exterior Material Selections

Tommy's Express Model

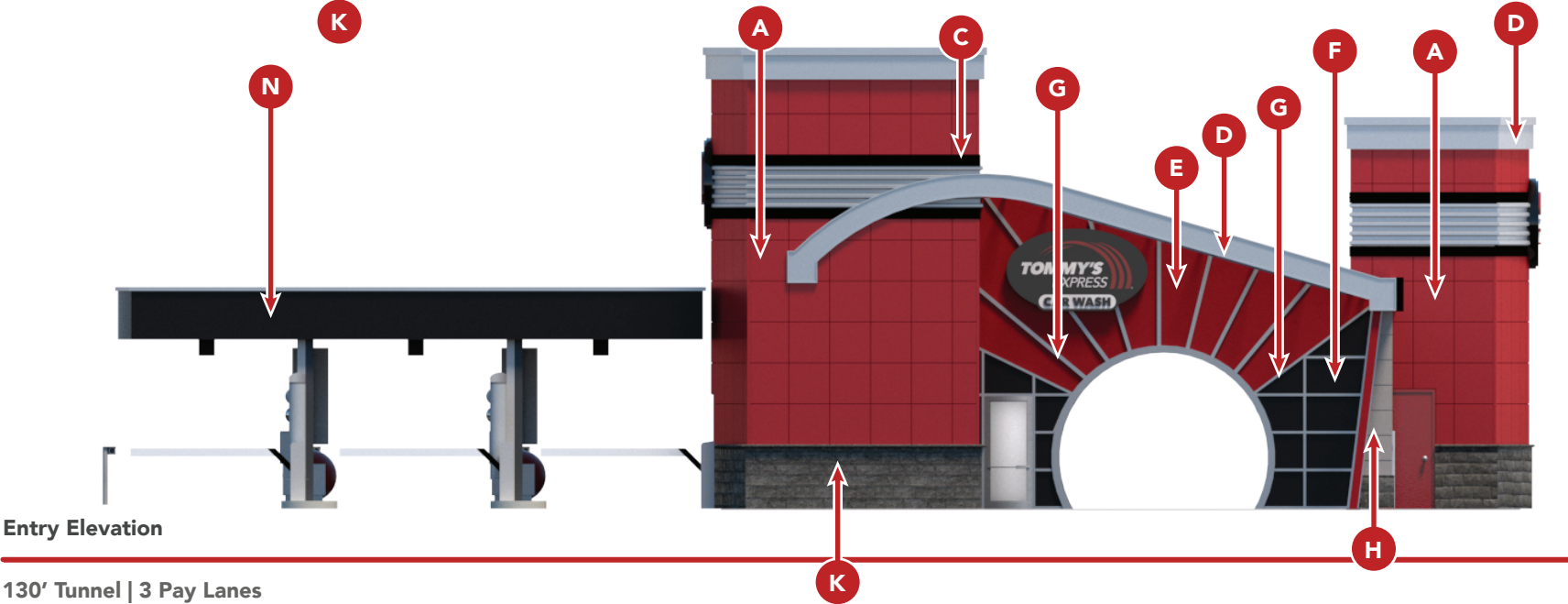
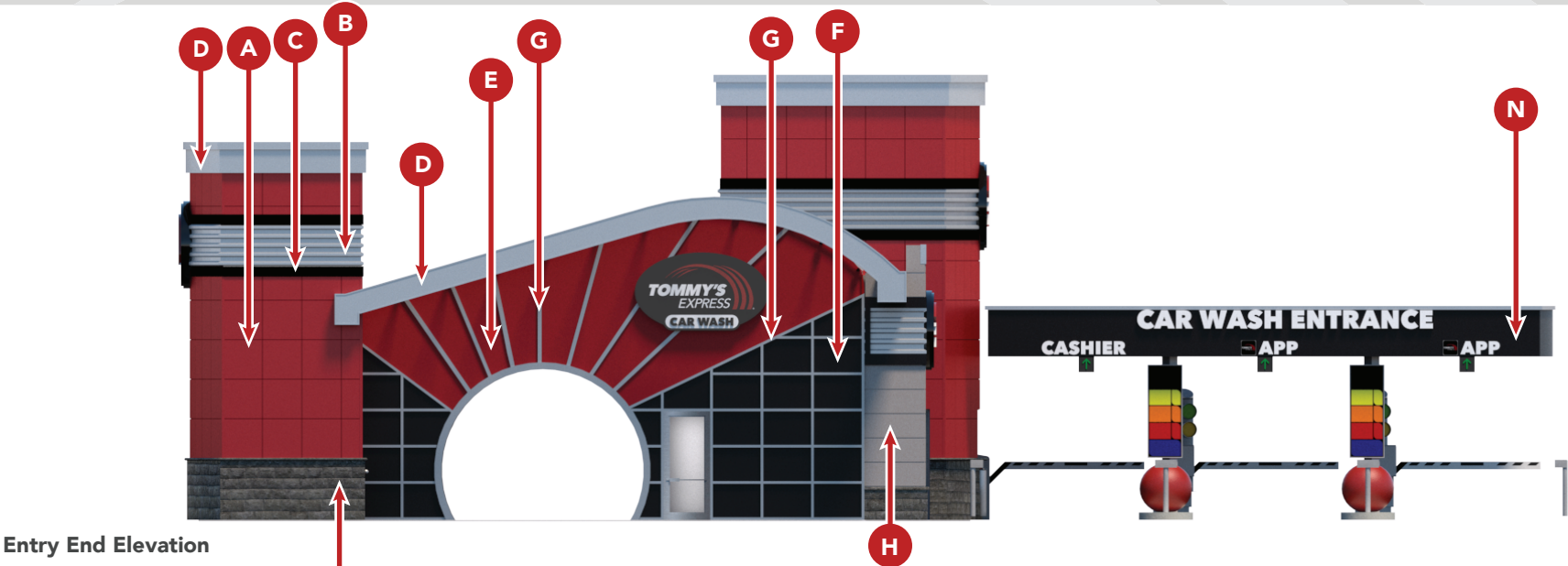
Confidential Warning: This sheet contains and constitutes confidential information, images and trade secrets of Tommy Car Wash Systems. Any unauthorized use or disclosure of any portion thereof, is strictly prohibited. This work is the exclusive property of Tommy Car Wash Systems. All rights reserved.



Exterior Material Selections

Tommy's Express Model

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130' Tunnel | 3 Pay Lanes



Csm # 11257-52-87

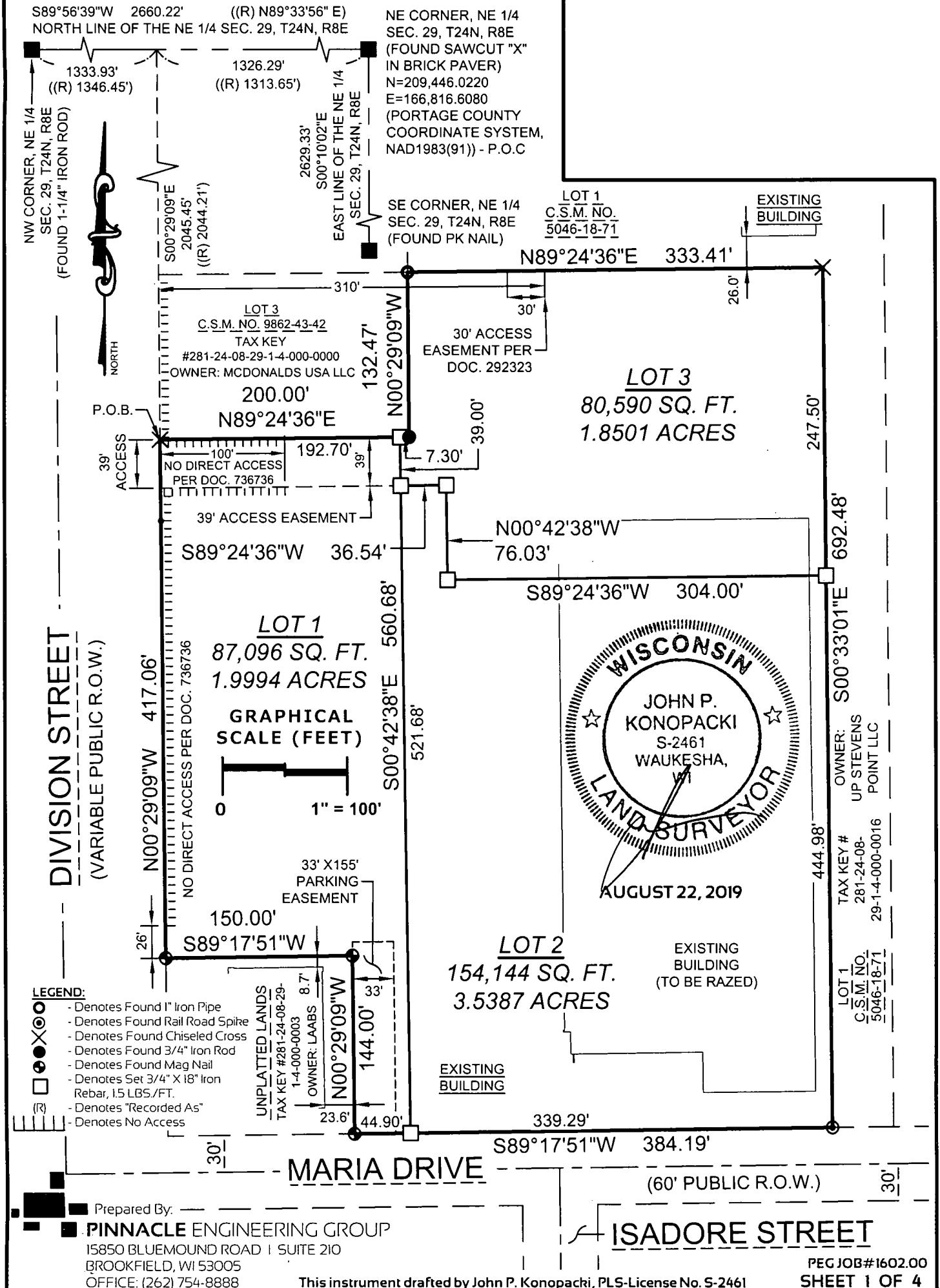
854584

CERTIFIED SURVEY MAP NO.

Lot 1 and Lot 2 of Certified Survey Map No. 9862-43-42, being
a part of the Southeast 1/4 of the Northeast 1/4 of Section 29,
Township 24 North, Range 8 East, City of Stevens Point,
Portage County, Wisconsin

**CYNTHIA A. WISINSKI
REGISTER OF DEEDS
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
10/14/2019 10:50 AM**

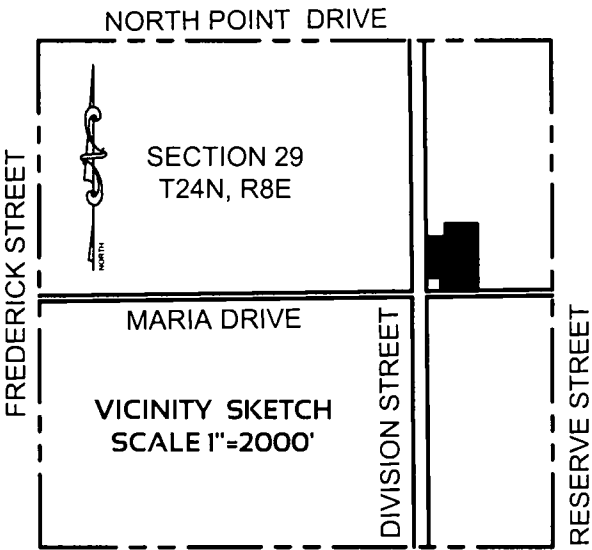
REC FEE: 30.00
TRANSFER FEE:
PAGES: 4
FEE EXEMPT:



CERTIFIED SURVEY MAP NO. _____

Lot 1 and Lot 2 of Certified Survey Map No. 9862-43-42, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin

Subject Property
Zoning: PD - Planned
Development District
Tax Key Numbers:
2408-29-1400-17
2408-29-1400-18



SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)
WAUKESHA COUNTY) SS

I, John P. Konopacki, Professional Land Surveyor, do hereby certify:

That I have surveyed, mapped and divided Lot 1 and Lot 2 of Certified Survey Map No. 9862-43-42, as recorded in the office of the Register of Deeds for Portage County, Wisconsin, on September 3, 2009, in Volume 43 of Surveys, Page 42, as Document No. 736736, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin, described as follows:

Commencing at the northeast corner of the Northeast 1/4 of said Section 29;
Thence South 89°56'39" West along the north line of said Northeast 1/4, 1326.29 feet;
Thence South 00°29'09" East, 2045.45 feet to the southwest corner of Lot 3 of Certified Survey Map No. 9862-43-42 and the Point of Beginning;

Thence North 89°24'36" East along the south line of said Lot 3, 200.00 feet to the east line of said Lot 3;
Thence North 00°29'09" West along said east line, 132.47 feet to the south line of Lot 1 of Certified Survey Map No. 5046-18-71;
Thence North 89°24'36" East along said south line, 333.41 feet to a west line of said Lot 1;
Thence South 00°33'01" East along said west line, 692.48 feet to the north right of way line of Maria Drive;
Thence South 89°17'51" West along said north right of way line, 384.19 feet;
Thence North 00°29'09" West, 144.00 feet;
Thence South 89°17'51" West, 150.00 feet to the east right of way line of Division Street;
Thence North 00°29'09" West, 417.06 feet to the Point of Beginning.

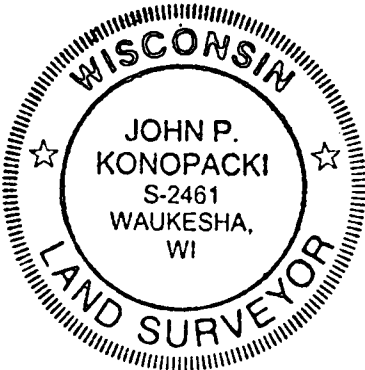
Containing 321,830 square feet (7.3882 acres) of land more or less.

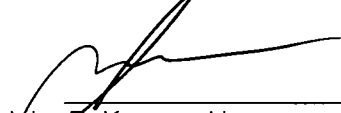
That I have made such survey, land division and map by the direction of K/M STEVENS POINT, LLC, owner of said land.

That such plat is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the requirements of Chapter 236 of the Wisconsin State Statutes and the City of Stevens Point Subdivision Control Ordinance in surveying, mapping and dividing the land with in the certified survey map.

Date: AUGUST 22, 2019




John P. Konopacki
Professional Land Surveyor S-2461

Prepared for:
K/M STEVENS POINT, LLC
495 CENTRAL AVENUE SUITE 201
NORTHFIELD, IL 60093

Prepared By:
PINNACLE ENGINEERING GROUP
15850 BLUEMOUND ROAD | SUITE 210
BROOKFIELD, WI 53005
OFFICE: (262) 754-8888

- NOTES:**
- All measurements have been made to the nearest one-hundredth of a foot.
 - All angular measurements have been made to the nearest one second.
 - Flood Zone Classification: The property lies within Zone "X" of the Flood Insurance Rate Map Community Panel No. 55097C0212D. Zone "X" areas are determined to be outside the 0.2% annual chance floodplain.
 - Bearings referenced to the west line of Certified Survey Map No. 9862-43-42. The west line has a bearing of 500°29'09"E.
 - The existing building shown on Lot 2 to be razed.

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

PEG JOB#1602.00
SHEET 2 OF 4

CERTIFIED SURVEY MAP NO. _____

Lot 1 and Lot 2 of Certified Survey Map No. 9862-43-42, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin

OWNER'S CERTIFICATE

K/M STEVENS POINT, LLC, a Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this certified survey map to be surveyed, divided and mapped as represented on this certified survey map.

K/M STEVENS POINT, LLC, as owner, does further certify that this certified survey map is required by Chapter 236 of the Wisconsin State Statutes to be submitted to the following for approval or objection:

1. City of Stevens Point

IN WITNESS WHEREOF, the said K/M STEVENS POINT, LLC has caused these presents to be signed by (name - print) Martin H. Graff, (title) A Manager, at (city) Winnetika, Cook County, State of ILLINOIS, on this 2 day of September, 2019.

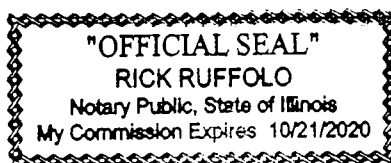
In the presence of: K/M STEVENS POINT, LLC

Martin H. Graff, a Manager
Name (signature) - Title

ILLINOIS
STATE OF WISCONSIN
COOK COUNTY) SS

Personally came before me this 26 day of September, 2019, (name) Marty Graff, (title) STEVENS POINT, of the above named limited liability company, to me known to be the persons who executed the foregoing instrument, and to me known to be such Manager (title) of said limited liability company, and acknowledged that they executed the foregoing instrument as such officer as the deed of said corporation limited liability, by its authority.

Rick Ruffolo
Notary Public
Name: Rick Ruffolo
State of Wisconsin ILLINOIS
My Commission Expires: 10/21/2020



CONSENT OF CORPORATE MORTGAGEE

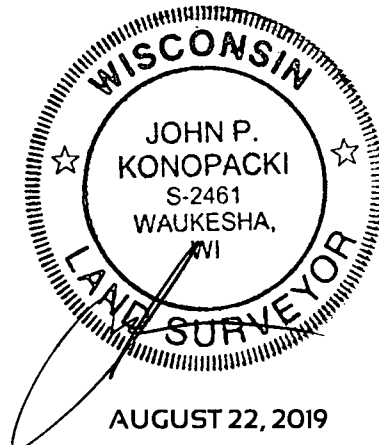
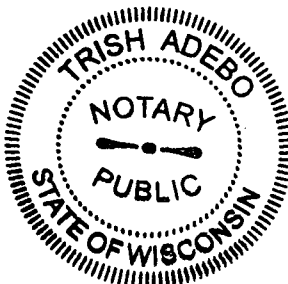
RIVER VALLEY BANK, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described in the forgoing affidavit of John P. Konopacki, surveyor, and does hereby consent to the above certification of owners.

IN WITNESS WHEREOF, the said RIVER VALLEY BANK, has caused these presents to be signed by its ~~President~~ Senior Credit Officer, and its corporate seal to be hereunto affixed this 24th day of September, 2019.
9/24/19
Date

STATE OF WISCONSIN)
Dane COUNTY) SS

Personally came before me this 24th day of September, 2019, to me known to be the person who executed the foregoing instrument and to me known to be such officer of said corporation and acknowledged the same.

Trish Adebo
Notary Public
Name: TRISH ADEBO
State of Wisconsin
My Commission Expires: 3/25/2023



Prepared By:

PINNACLE ENGINEERING GROUP

15850 BLUEMOUND ROAD | SUITE 210

BROOKFIELD, WI 53005

OFFICE: (262) 754-8888

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

PEG JOB#1602.00
SHEET 3 OF 4

CERTIFIED SURVEY MAP NO. _____

Lot 1 and Lot 2 of Certified Survey Map No. 9862-43-42, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin

PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the City of Stevens Point on this N/A day of _____, 2019.

Date

Chairman

Date

Secretary

COMMON COUNCIL APPROVAL

Be it resolved that this Certified Survey Map in the City of Stevens Point is hereby approved by the Stevens Point Common Council.

N/A

Date

Mike Wiza, Mayor, City of Stevens Point

I hereby certifying that the foregoing is a copy of a resolution adopted by the Common Council of the City of Stevens Point, WI.

Date

Paul Piotrowski, Clerk, City of Stevens Point

COMMUNITY DEVELOPMENT APPROVAL

I hereby certify this Certified Survey Map and accompanying information is approved pursuant to the Building and Safety Ordinance of the City of Stevens Point on the basis of the following facts/conditions:

Kyle Krauss
Zoning Administrator

Signed this 14th day of October, 2019.

Kyle Krauss

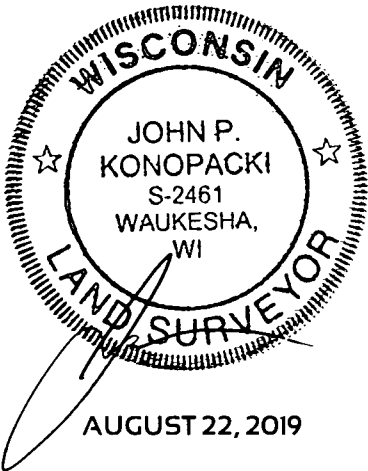
City of Stevens Point Community Development Office Designee

DEPARTMENT OF PUBLIC WORKS APPROVAL

Approved by the Department of Public Works of the City of Stevens Point on this _____ day of _____, 2019.

N/A

City of Stevens Point Department of Public Works Office Designee











September 27, 2021

RE: Drive-thru Stack for Cousins Subs Project Located in Stevens Point, WI

To whom it may concern:

This letter is to provide additional information as it relates to the proposed Cousins Subs restaurant being reviewed for approval and specifically, the drive-thru stack on the site.

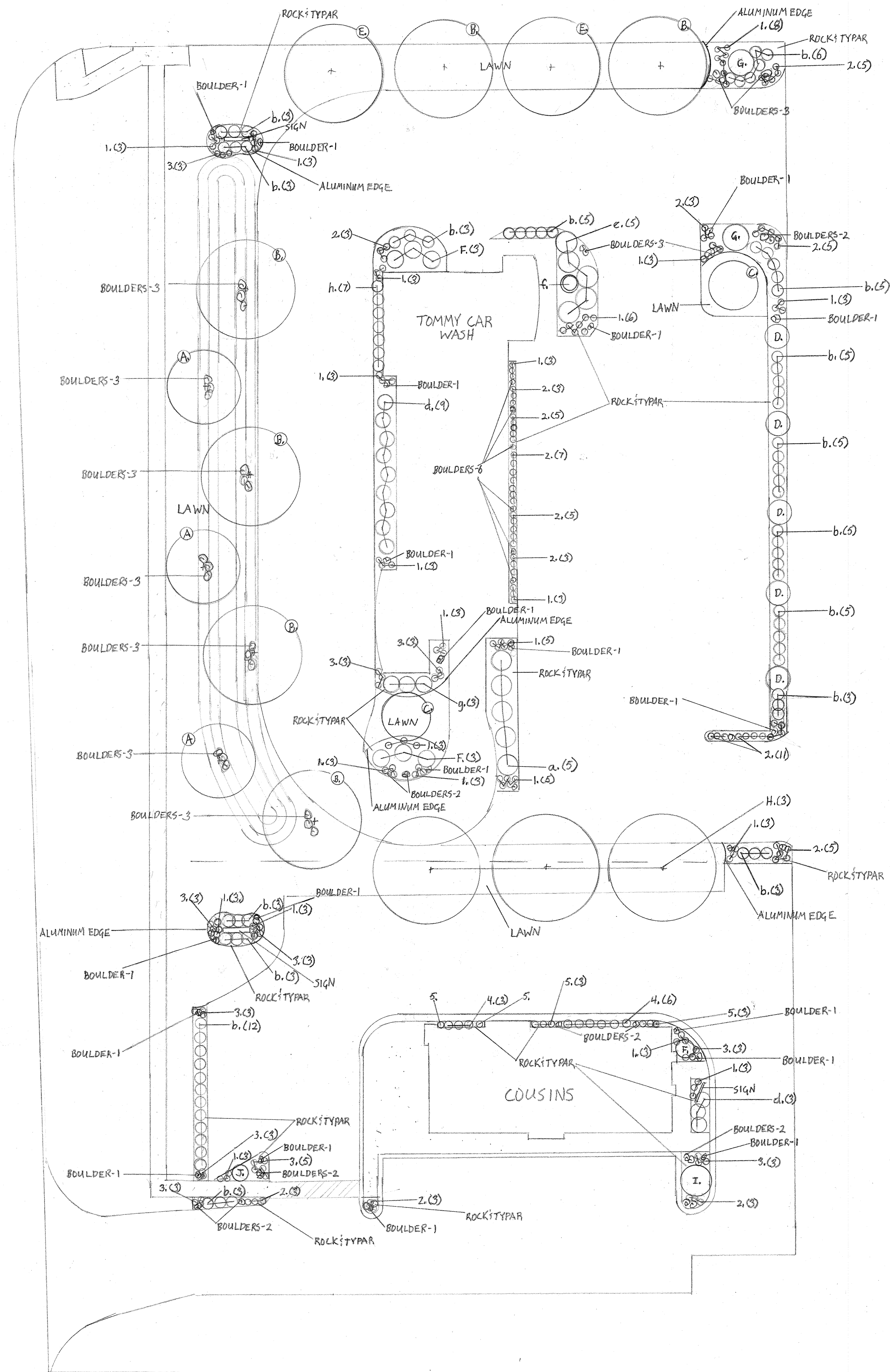
The plan currently provides for six (6) cars to be stacked in the queuing line before the pick-up window for the drive-thru. It is Cousins Subs preference to provide three spaces between the window and the ordering speaker, and three spaces from the speaker to the end of the queue as our data from other locations suggests that this is the most efficient stacking in our ordering process.

In addition to these six cars, Cousins Subs will utilize three additional waiting spaces along the curb after the pick-up window for cars to park and wait for their order. These additional parking spaces allow our staff to continually move cars forward in the ordering process and it alleviates long waits for larger orders that may back up the line. It also moves cars forward quicker so that these cars are not stacked in any one area for too long.

We appreciate your consideration to approve this queuing plan as submitted.

Regards,

Joseph Ferguson
VP of Development



TOMMY CAR WASH PLANT LIST

COMMON NAME

TREES

- A. JAPANESE TREE LILAC
- B. AMERICAN SENTRY LINDEN
- C. IVORY SILK JAPANESE TREE LILAC
- D. PARKLAND PILLAR BIRCH
- E. AUTUMN SPIRE MAPLE
- F. BLUE ARROW JUNIPER
- G. MOONGLOW JUNIPER

SHRUBS

- a. GLOSSY BLACK CHOKEBERRY
- b. SUPERSTAR SPIREA
- d. LITTLE PRINCESS SPIREA
- e. WILDFIRE WINTERBERRY
- f. SOUTHERN GENTLEMAN WINTERBERRY
- g. STANDING OVATION SERVICEBERRY
- h. STRAIGHT TALK PRIVET

PERENNIALS

- 1. FEATHER REED GRASS
- 2. PRAIRIE DROPSEED
- 3. PARDON ME DAYLILY

48 BOULDERS

SCIENTIFIC NAME

- SYRINGA RETICULATA 3
- TILIA AMERICANA 'MCSENTRY' 5
- SYRINGA RETICULATA 'IVORY SILK' 2
- BETULA PLATYPHYLLA 'JEFPARK' 5
- ACER RUBRUM 'AUTUMN SPIRE' 2
- JUNIPERUS SCOPULORUM 'BLUE ARROW' 6
- JUNIPERUS SCOPULORUM 'MOONGLOW' 2

- ARONIA MELANOCARPA 5
- SPIREA 'DENISTAR' 51
- SPIREA JAPONICA 'LITTLE PRINCESS' 9
- ILEX VERTICILLATA 'BAILFIRE' 5
- ILEX VERTICILLATA 'SOUTHERN GENTLEMAN' 1
- AMELANCHIER ALNIFOLIA 'OBELISK' 3
- LIGUSTRUM VULGARE 'SWIFT' 7

- CALAMAGROSTIS x ACUTIFLORA 'KARL FOERSTER' 63
- SPOROBOLUS HETEROLEPSIS 55
- HEMEROCALLIS 'PARDON ME' 9

NOTE: ALL TREES IN LAWN AREAS WILL TO HAVE SHREDDED BARK MULCH RING WITH NATURAL EDGE.

COUSINS PLANT LIST

COMMON NAME

TREES

- H. HERITAGE RIVER BIRCH
- I. WEeping SIBERIAN PEA TREE
- J. DWARF KOREAN LILAC STANDARD

SHRUBS

- b. SUPERSTAR SPIREA
- d. LITTLE PRINCESS SPIREA

PERENNIALS

- 1. FEATHER REED GRASS
- 2. PRAIRIE DROPSEED
- 3. PARDON ME DAYLILY
- 4. HILLSIDE BLACK BEAUTY SNAKEROOT
- 5. GOLD STANDARD HOSTA

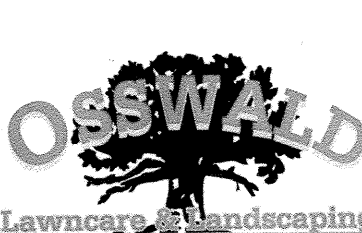
15 BOULDERS

SCIENTIFIC NAME

- BETULA NIGRA 'CULLY' 3
- CARAGANA ARBORESCENS 'PENDULA' 1
- SYRINGA MEYERI 'PALIBIN' 1

- SPIREA 'DENISTAR' 21
- SPIREA JAPONICA 'LITTLE PRINCESS' 3

- CALAMAGROSTIS x ACUTIFLORA 'KARL FOERSTER' 12
- SPOROBOLUS HETEROLEPSIS 9
- HEMEROCALLIS 'PARDON ME' 18
- ACTAEA SIMPLEX 'HILLSIDE BLACK BEAUTY' 9
- HOSTA 'GOLD STANDARD' 8



OSSWALD
Lawncare & Landscaping
WAUSAU, WI
715-845-8558

TOMMY CAR WASH & COUSINS
DIVISION STREET
STEVENS POINT, WI 54481

↑
N

L. Syring 9/2021

1" = 20'

EXIT CARWASH SUNBURST



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	Nick Bancuk - Marathon Technical Services	Contact Name	
Address	404 Franklin Street	Address	
City, State, Zip	Wausau, WI, 54403	City, State, Zip	
Telephone	715-843-7292	Telephone	
Fax	715-843-7292	Fax	
Email	nick@mtsllc.net	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Stratton Capital Clairmont LLC	Owner's Name	Stratton Retail Clairmont LLC
Address	1820 Plover Rd, Suite E	Address	1820 Plover Rd, Suite E
City, State, Zip	Plover, WI, 54467	City, State, Zip	Plover, WI, 54467
Telephone	917-613-4948	Telephone	917-613-4948
Fax		Fax	
Email	gary@strattoncarwash.com	Email	gary@strattoncarwash.com

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
111 Division Street		
Legal Description of Subject Property		
Lot 1 of CSM 11257-52-87, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 24, North, Range 8 East, City of Stevens Point, Portage County, WI		
Designated Future Land Use Category		Current Use of Property
Commercial		Parking Lot
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)		
Lot 1 will be divided into two lots. The northern lot will be developed as a car wash. The southern lot will be developed as a drive-thru restaurant. These developments will have separate owners as listed above in the application. Construction is proposed to start in the spring of 2022.		
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 proposed development blends into the surrounding restaurants, gas station, commercial tenants, and multi-family housing. The development is located along the commercial corridor and the proposed construction fits within the Commercial zoning district.

The access to the sites is not on Divisions Street which eliminates congestion on the main thoroughfare. Adjacent properties should not be affected by the development. The projects are replacing an existing asphalt parking lot from a previous big box store that has been redeveloped into housing.

Current Zoning Surrounding Subject Property			
North:	B4 Commercial	South:	B4 Commercial
East:	PD Planned Development	West:	B4 Commercial
Current Land Use Surrounding Subject Property			
North:	Restaurant	South:	Multi-Tenant Commercial
East:	Multi-Family	West:	Restaurant

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
	9-7-21		



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	Nick Bancuk - Marathon Technical Services LLC	Contact Name	
Address	404 Franklin Street	Address	
City, State, Zip	Wausau, WI, 54403	City, State, Zip	
Telephone	715-843-7292	Telephone	
Fax	715-843-7292	Fax	
Email	nick@mtslc.net	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Stratton Capital Clairmont LLC	Owner's Name	Stratton Retail Clairmont LLC
Address	1820 Plover Rd, Suite E	Address	1820 Plover Rod, Suite E
City, State, Zip	Plover, WI, 54467	City, State, Zip	Plover, WI, 54467
Telephone	917-613-4948	Telephone	917-613-4948
Fax		Fax	
Email	gary@strattoncarwash.com	Email	gary@strattoncarwash.com

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
111 Division Street		
Legal Description of Subject Property		
Lot 1 of CSM 11257-52-87, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, WI		
Area of Subject Property (Acres/Sq Ft)		
1.9994 acres / 87,096 square feet		
Current Zoning District(s)		
Planned Development District		

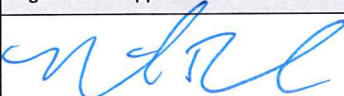
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
Commercial	Parking Lot	Car Wash / Drive-Thru Restaurant	
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)			
Lot 1 will be divided into two lots. The northern lot will be developed as a car wash. The southern lot will be developed as a drive-thru restaurant. These developments will have separate owners as listed above in the application. Construction is proposed to start in spring of 2022 for both projects.			
Current Zoning Surrounding Subject Property			
North:	B4 Commercial	South:	B4 Commercial
East:	PD Planned Development	West:	B4 Commercial
Current Land Use Surrounding Subject Property			
North:	Restaurant	South:	Multi-Tenant Commercial
East:	Multi-Family	West:	Restaurant

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
	9-7-21		

Administrative Staff Report

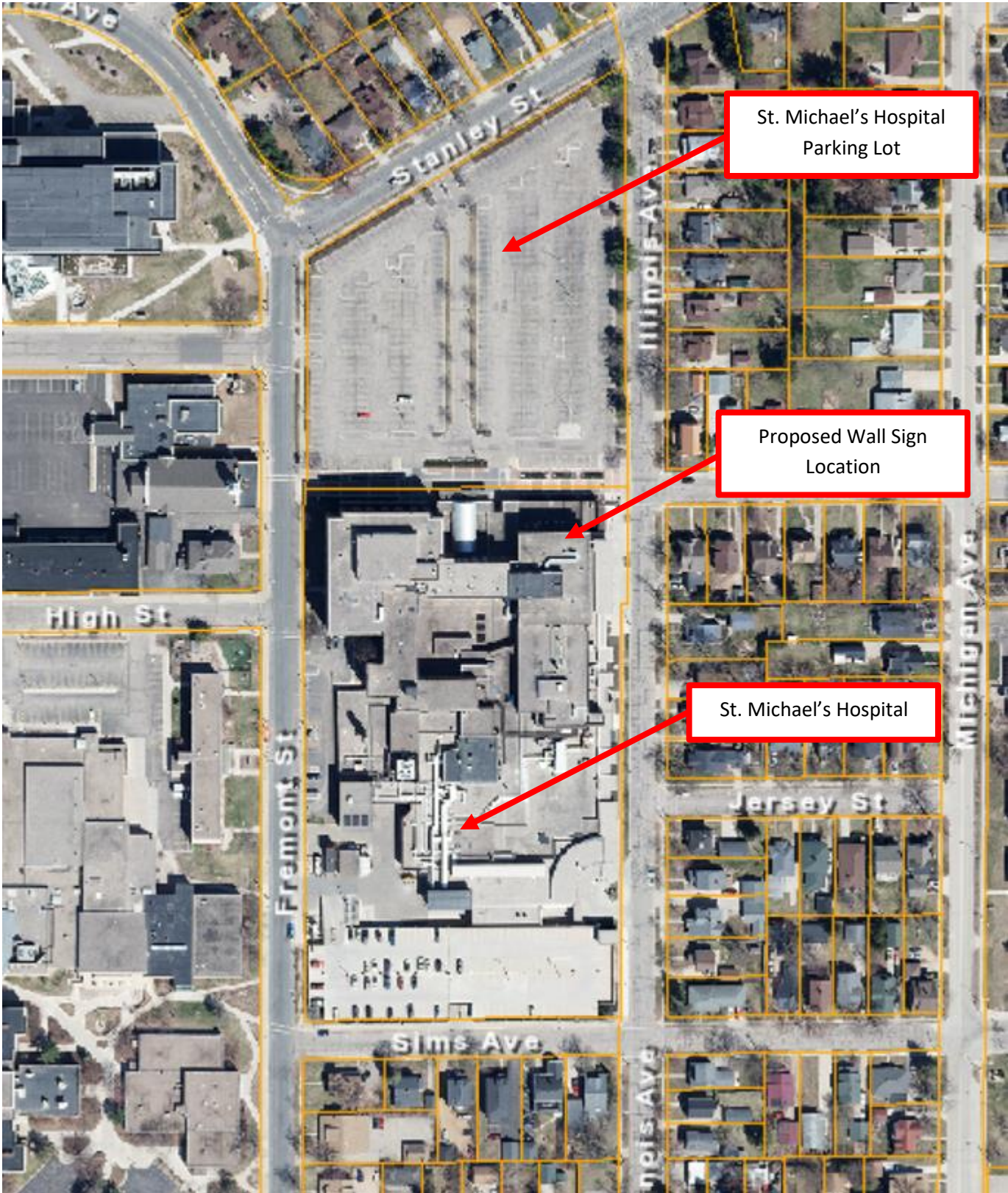
Sign Variance St. Michael's Hospital October 4, 2021



Department of Community Development

Applicant(s): - Brooke Klesmith Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240833200316 Zone(s): "R-5" Multiple Family II Residence District Master Plan: - Institutional Council District: - District 3 Ald. Keymer Lot Information: - Frontage: 1,744 ft. - Depth: 672 ft. - Lot Size: 270,597 sq. ft. (6.22 ac.) Current Use: - Hospital Applicable Regulations: 25.14	Request - A request from Brooke Klesmith, representing St. Michael's Hospital of Stevens Point Inc., for a sign variance to install a wall sign exceeding size requirements at 900 Illinois Avenue (Parcel ID 281240833200316), consistent with Ch. 25.14 Attachment(s) - Application - Plans Findings of Fact - The subject property is zoned "R-5" Multiple Family II Residential. - The applicant is requesting to install one wall sign on the north face of the building that is approximately 218.5 sq ft in size. - The applicant is seeking to update all signage on the property due to the hospital recently being acquired by Aspirus. - Within the "R-5" District, wall signage for non-residential uses may not exceed 32 sq ft. - The City's Sign Code allows for the Plan Commission and Common Council to approve modifications in code requirements via a sign variance. - The Plan Commission and Common Council may provide additional requirements to the proposal as presented. Staff Recommendation Approve the sign variance request to install one wall sign exceeding size requirements at 900 Illinois Avenue (Parcel ID 281240833200316), subject to the following conditions: - A building permit shall be obtained prior to installing the wall sign. - Staff shall have the ability to approve minor modifications to the signage request.
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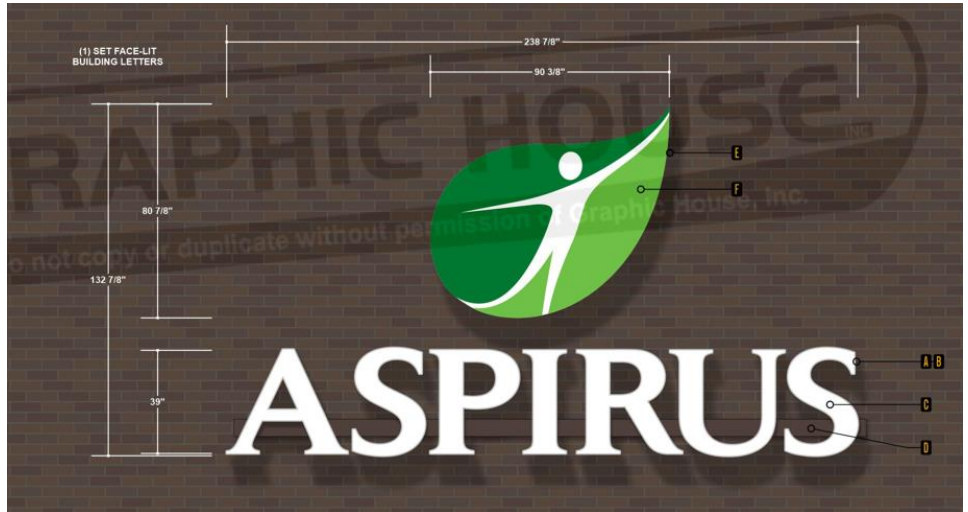
Vicinity Map



Background

Overview: Earlier this year, Aspirus and Ascension Health entered into an agreement where Aspirus would retain ownership of six Ascension hospital, one of which was St. Michael's Hospital. Following the transfer of ownership, Graphic House Inc. (the sign vendor working with Aspirus) has been in coordination with City staff on updating all signage on the property. While most directional signage on the hospital and parking lot parcels can be reviewed internally, the applicant is requesting to install a new wall sign on the northern face of the building that is approximately 218.5 sq ft in size.

The subject property is zoned "R-5" Multiple Family II Residential. Within the "R-5" District, wall signage is allowed for non-residential uses at a size not to exceed 32 sq ft. As the applicant is seeking to exceed the 32 sq ft size requirement, a sign variance is required in order to install the desired wall sign. Below are the details of the proposed wall sign and pertinent language from the City's Sign Code.



Ch. 25.04(6): SIGN REGULATIONS FOR THE "R-4" AND "R-5" RESIDENTIAL ZONING DISTRICTS

C. AREA REQUIREMENTS

- 1. Wall signs shall not exceed 32 square feet in sign area.*

E. REQUIREMENTS FOR NON-RESIDENTIAL IDENTIFICATION SIGNS

- 1. In addition, one wall identification sign is allowed and shall not exceed 32 square feet in area. Such sign may be illuminated, but not flashing.*

Sign Details:

Location: On the northeast corner of St. Michael's Hospital facing to the north.

Sign Area: 238 7/8" x 132 7/8" (218.5 sq ft)

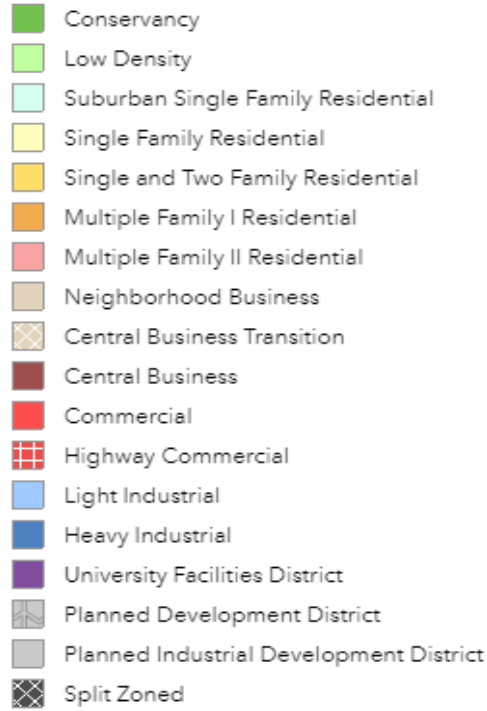
Illumination: White LED lights behind the aluminum letters and logo.

Standards of Review – Sign Variance

In obtaining a permit, the applicant may submit an appeal to the Common Council for a variance from certain requirements of this ordinance. The Plan Commission shall provide a recommendation to the Common Council when a variance is requested. A variance may be granted by the Common Council where the literal application of the ordinance would create a substantial hardship for the sign user and the following criteria are met:

- 1. A literal application of the ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.**

Analysis: The intent of the wall sign is to better identify the hospital in light of the recent change in ownership. As St. Michael's Hospital is situated along three street frontages (Fremont Street, Sims Avenue and Illinois Avenue), having a larger wall sign than what is allowed



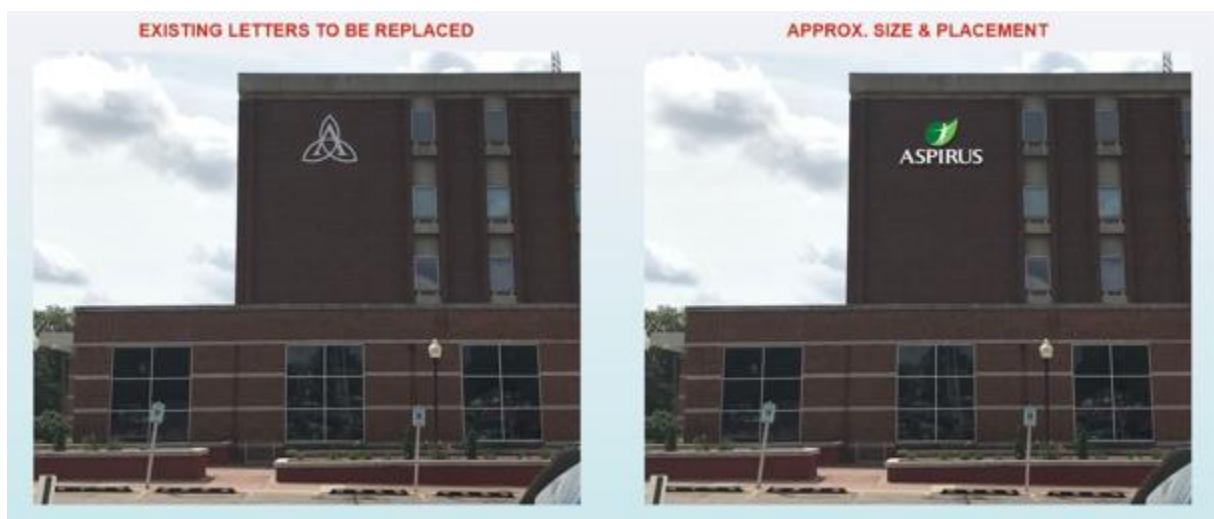
Subject Property

better directs outside visitors to the hospital in the event of any emergency and non-emergency situations. Since the hospital building is of significant height and is set back relatively close to the adjoining street frontages (roughly 25 feet), having a wall sign near the top of the building makes the sign more visible.

Findings: Although the subject property is located along three street frontages, having a wall sign on the northern face of the building better achieves the applicant's goal of identifying the location of St. Michael's Hospital to interested parties. With the proposed wall sign facing Stanley Street – an arterial road connecting the campus area to regions east of Stevens Point – staff believes that allowing the requested wall sign would meet this standard.

2. The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.

Analysis: The subject property is bounded by the hospital's parking lot to the north, single-family residences to the east and south, and the University of Wisconsin-Stevens Point to the west.



Findings: The proposed sign is 218.5 sq ft in size and is proposed to be on the northern face of St. Michael's Hospital. While wall signage is arguably less detrimental to neighboring property owners as other types of signage (e.g., freestanding signs), it is important to note that the wall sign is proposed to be illuminated. As addressed above, wall signs are allowed to be illuminated in the "R-5" District, but it may not be a flashing sign. Although a photometric plan has not been submitted to determine the light intensity of the sign, staff believes that the proposed location of the sign (near the roof of the building and facing the parking lot) should not negatively impact adjacent residences and commuters using Stanley Street.

3. Hardship caused the sign user under a literal interpretation of the ordinance is due to conditions unique to that property and does not apply generally to the city.

Analysis: The subject property is unique in terms of how it is zoned relative to other hospitals in the City. While the subject property is zoned "R-5" Multiple Family II Residential and is restricted to 32 sq ft in wall signage, Marshfield Clinic and Aspirus Hospital is zoned "B-4" Commercial and "M-2" Heavy Industrial, respectively, and can have up to 500 sq ft of wall signage. Therefore, St. Michael's Hospital would be at a significant disadvantage versus other hospitals and clinics in the city given its wall sign restriction.

Property size is generally not a hinderance in allowing for creative sign designs that meet Sign Code requirements. However, given that primary access to St. Michael's Hospital comes off of Stanley Street to enter the adjacent parking lot, signage needs to alert commuters and pedestrians of its location. As the greatest amount of vehicular and pedestrian traffic exists off of Stanley Street (relative to Fremont Street, Sims Avenue and Illinois Avenue), not allowing for a wall sign of sufficient size that is visible from Stanley Street would likely limit St. Michael's visibility and marketability to commuters and would thereby create a hardship.

Findings: The request is unique as the factors identified above generally do not occur elsewhere in the City. Furthermore, the ordinance referenced above was created to ensure signage not be in great quantity and not negatively impact surrounding properties due to the property's residential zoning classification. While other commercial and institutional uses adhere to "R-5" signage requirements, most are not of a land intensity as St. Michael's Hospital that would warrant a larger sign size being desired.

4. The granting of the variance would not be contrary to the general objectives of this ordinance.

Analysis: The purpose of these sign regulations are to: encourage the effective use of signs as a means of communication in the City of Stevens Point; to maintain and enhance the beauty and unique character and enhance the aesthetic environment of the city by eliminating visual blight; to enhance the city's ability to attract sources of economic development and growth; to protect pedestrians and motorists of the city from damage or injury caused or partially attributable to the distractions and obstructions which are hereby declared to be caused by improperly sized or situated signs; to minimize the possible adverse effect of signs on nearby public and private property; to promote the public safety, welfare and convenience, and enjoyment of travel and the free flow of traffic within the city; and to provide a uniform sign ordinance between the City of Stevens Point, Village of Plover and Portage County.

Findings: The proposed wall sign is of a size that best communicates the hospital's location to commuters. Furthermore, allowing a wall sign at a size exceeding 32 sq ft in size would likely not detract from the neighborhood or property, primarily to the illumination standards that the Sign Code requires and how high the sign will be installed from grade. Based on the findings above, the granting of a variance would not be generally contrary to the general objectives of the City Sign Code.

Photos





APPLICATION FOR A SIGN VARIANCE

(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				Sign Variance (check all that apply)	Height ☐	Size ☐	Quantity ☐ Other ☐

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Graphic House, Inc.	Contact Name	Brooke Klesmith
Address	8101 International Dr	Address	{ ← same }
City, State, Zip	Wausau, WI 54401	City, State, Zip	
Telephone	715-842-0402 ext:224	Telephone	
Fax	n/a	Fax	
Email	brokek@graphichouseinc.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Aspirus	Owner's Name	
Address	900 Illinois Ave	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-843-1049	Telephone	
Fax	n/a	Fax	
Email	Katie.Szews@aspirus.org	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281-24-0833200316	281-24-0828301026	
Legal Description of Subject Property		
PRT SWSW 528T24R8 LYG S CTR L PRAIS-VAC808875 E Fremont; W Illinois & PRT NWNW S33 Com NL SD SEC & EL FREMONT; S330; E400'; N330' W400' POB & ALL BLK 3 BOY/ATW 5th ADD 6.28A 691/348-53; 104/1 & 179 149/152-3-228/280		
Current Use of Property		Current Zoning of Property
Hospital		Multiple Family II Residential
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		

Yes, it would take the current building signage down to one sign instead of 3 and lower the Hospital presence in the community. Medical facilities should be easy to find, the 32 sq. ft of signage would not provide adequate for people to see from farther away/ for wayfinding means.

Would the granting of the variance be materially detrimental to the property owners in the vicinity? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

No, it would be replacing the current hospital signage which is also currently over 32 sq. ft. and lit.

Does the property have unique property characteristics that cause a hardship to the sign user under a literal interpretation of the Sign Ordinance? If yes, please describe the unique property characteristics. (Use additional pages if necessary)

Yes, it is located in the middle of residential zoning which limits overall square feet allowed.

Would the granting of this variance be contrary to the general objectives of the Sign Ordinance? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

Yes, because the maximum ^{building} signage sq. ft allowed is 32 sq ft in that zoning district.

Current Zoning Surrounding Subject Property

North:	Multiple Family II Residential	South:	Multiple Family I Residential
East:	Single + Single and Two Family Residential	West:	University Facilities District

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

EXHIBITS

Letter to District Alderperson	☒	Additional Exhibits If Any:
Map / Site Plan (designating location of the sign(s))	☒	
Sign Rendering(s) (includes sign dimensions, size & graphics)	☒	

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
Brooke Kleesmith	9/17/21		



8101 INTERNATIONAL DR | WAUSAU WI 54401

Ph 715-842-0402

www.graphichouseinc.com

October 1, 2021

City of Stevens Point
Letter to District Alderperson
1515 Strongs Avenue
Stevens Point, WI 54481

To Whom it May Concern:

Graphic House, Inc. is applying for a signage permit variance on behalf of Aspirus located at 900 Illinois Avenue.

The reason for this variance is to allow the proposed Aspirus signage to replace the current lit "tower" building signage which currently exceeds over 32 square feet.

We believe the 32 sq. ft maximum is not adequate for a medical facility, especially since the rebranding of the hospital to Aspirus will entail going from 3 building signs down to 1. The reason the 32 square feet needs to be exceeded is to due: medical wayfinding necessities, the location of the sign on the building (height) and to ensure the rebranding is aesthetically pleasing/adequate to the community.

Thank you,

Brooke Klesmith
Project Coordinator

Enclosures

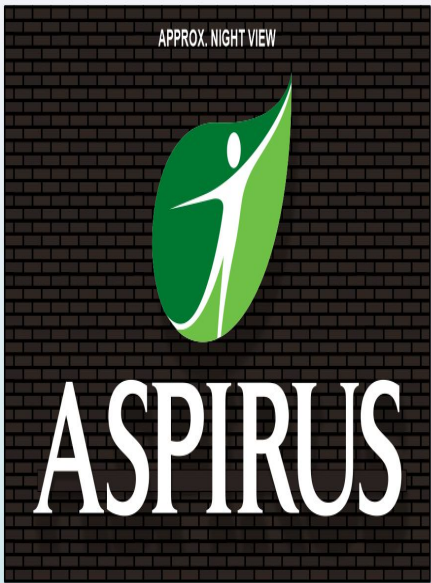
CUSTOM SIGNS
GRAPHIC HOUSE
 NATIONAL SIGN FIRM
 SINCE 1976

8101 International Dr
 Wausau, WI 54401 715-842-9402
 www.graphichouseinc.com

CLIENT
ASPIRUS - STEVENS POINT HOSPITAL
 900 ILLINOIS AVE
 STEVENS POINT, WI

SALES REP MATTHEW W	DATE 9-15-2021	QUOTE NUMBER 23009	JOB NUMBER XXXX
SALES AUTH:	PROJECT NUMBER XX	DESIGNED BY NN	REVISIONS 0-0-0000

SALES DRAWINGS: ASPIRUS - STEVENS POINT, WI - 900 ILLINOIS AVE - (2259) MONUMENT & LETTERS
 AspirusStevensPoint-20210915-23009-01.dwg



FACE-LIT LETTERS

A ALUM. FORMED LETTERS, LIT w/ WHITE LED's, WHITE RETURNS.

B WHITE TRIM-CAP

C LIT WHITE FACE

D ALUM. FORMED RACEWAY

E FORMED BLEEDFACE LOGO CABINET, LIT w/ WHITE LED's, WHITE RETURNS.

F FLEXIBLE FACE STRETCHED OVER FRAME & CLEARCOATED w/ COOLEY COOLTRAIN, DOUBLE PRINTED VINYL w/ GLOSS LAMINATE

P1 - White Letter Returns

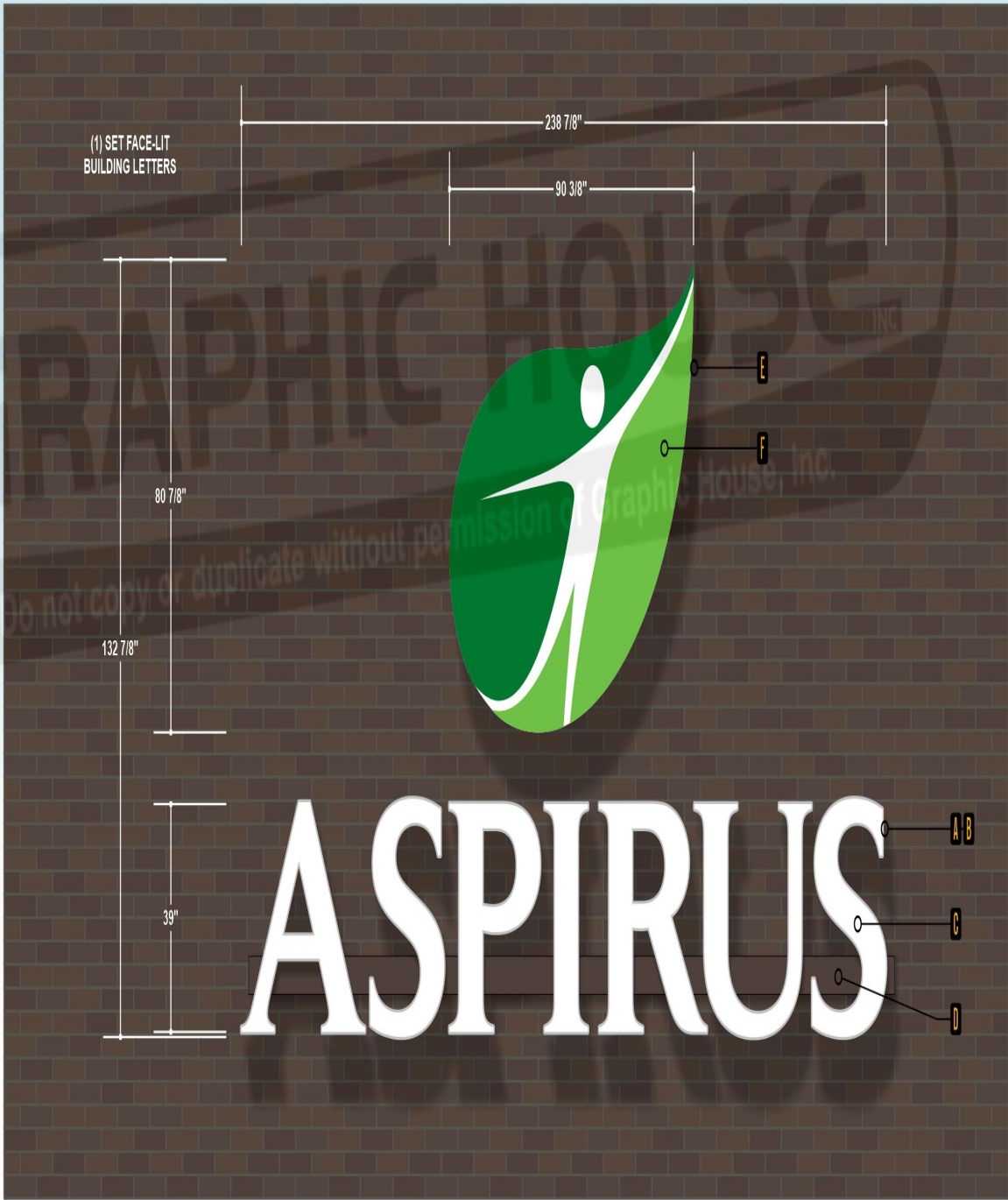
P2 - Paint to match building (tbd)

Lit White Face

DP1 - PMS 356c

DP2 - PMS 360c

Returns & Trim-Cap = 1377"



CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

ALL RIGHTS RESERVED

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RELEASE AUTH:

PLEASE REVIEW SPECS & PROOF CAREFULLY - CHECK FOR TYPOGRAPHICAL ERRORS & OMISSIONS, LAYOUT ACCURACY, ETC. CUSTOMER HAS SOLE RESPONSIBILITY TO CORRECT ANY ERRORS. DISCLAIMER: THE INK COLORS SHOWN IN THIS RENDERING PROVIDE CONCEPTUAL COLORS & GRAPHICS LOCATIONS ONLY. THE COLORS MAY NOT MATCH THE ACTUAL AUTOMOTIVE PAINTS, PANTONE OR VINYL COLORS THAT WILL BE USED ON OR IN THE SIGN(S) SHOWN. ALL SIZES, SHAPES, COLORS, ETC. ARE CONCEPTUAL & MAY VARY FROM ACTUAL PRODUCT.

Administrative Staff Report

Driveway Exception

1910 Monroe Street

October 4, 2021

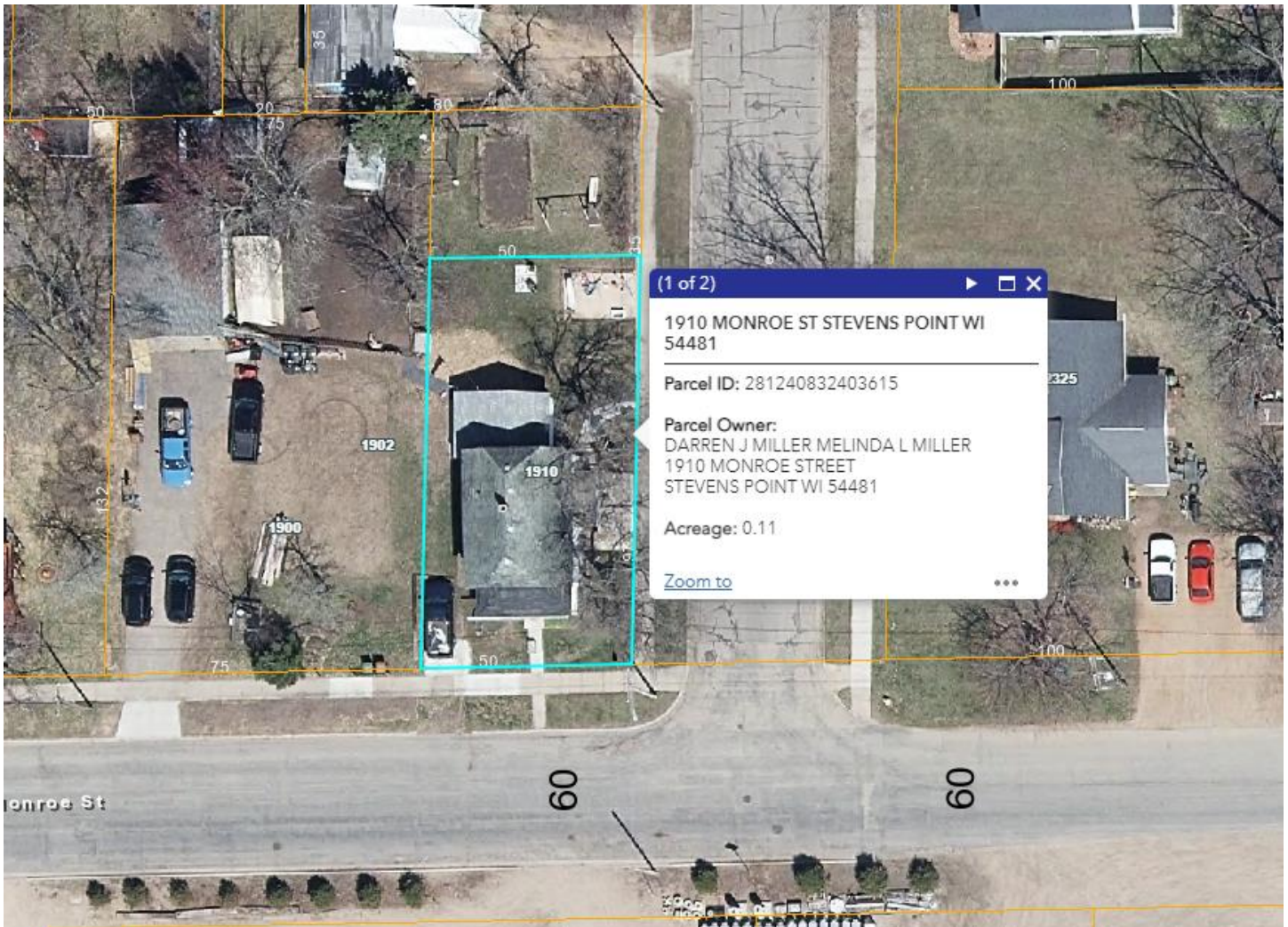


Department of Community
Development

Applicant(s): - Darren Miller Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240832403615 Zone(s): "R-3" Single- and Two-Family Residential Master Plan: - Single-Family Residential Council District: - District 5 Ald. Johnson Lot Information: - Frontage: 147 ft. - Depth: 97 ft. - Lot Size: 4,877 sq. ft. (0.11 ac.) Current Use: - Single-Family Residence Applicable Regulations: 23.01(15)(i)(3)(k)	Request - A request from Darren Miller for an exception to driveway requirements at 1910 Monroe Street (Parcel ID 281240832403615) consistent with Ch. 23.01(15)(i)(3)(k). Attachment(s) - Application - Plans Findings of Fact - On August 2nd, City staff observed a parking pad that was created without a permit at 1910 Monroe Street. - The concrete pad is situated on the western lot line and terminates in the front yard. - Driveways on lots with 50 feet or less of street frontage are required to provide a minimum one-foot setback from the side lot line. - Driveways are required to lead to either an attached garage, detached garage or an approved parking location. As the parking pad does not lead to a garage, it must lead to an approved parking location. - An approved parking location shall meet the setback requirements for principal structures in the "R-3" Single- and Two-Family Residence District. These setback requirements are 25' from the street, 7' 6" from the side lot line and 19' 5" from the rear lot line. - As the parking pad does not meet the above setback requirements, the applicant is seeking an exception to requirements of the Zoning Code. - In cases where unusual topographical, aesthetic, or other exceptional conditionals or circumstances exist, exceptions to driveway requirements shall be approved by the Plan Commission and Common Council. Staff Recommendation Deny the driveway exception request to allow for a parking pad at 1910 Monroe Street (Parcel ID 281240832403615) for the following reasons: - A literal application of the Zoning Code would not result in a practical difficulty or unnecessary hardship to the property. - The granting of the requested exception would be materially detrimental to the property owners in the vicinity.
--	--

- | | |
|--|---|
| | 3. Unique conditions to the subject property do not exist that would render a hardship caused to the applicant under a literal interpretation of the Zoning Code. |
|--|---|

Vicinity Map



Background

Overview: On August 2nd, City staff observed a concrete parking pad that was created without a building permit being issued. The parking pad is located in the far southwest corner of the property and is 15 feet wide and extends 21 feet long. After observing the concrete parking pad, City staff issued a noncompliance letter to the property owner which stated that said improvements were done without a building permit and does not meet Zoning Code requirements. The parking pad does not meet Zoning Code requirements for the following reasons:

1. Parking location does not meet setback requirements. The Zoning Code states that parking stalls provided within a lot shall be located “within a garage or as other spaces on site that meet the principal structure setbacks” of the “R-3” Single- and Two-Family Zoning District. Within the “R-3” Zoning District, a minimum 25’ setback is required from the street, 7’ 6” from the side lot line and 19’ 5” from the rear lot line. As presented, the parking

pad provides a zero-foot street setback and a zero-foot side yard setback, thus not meeting minimum requirements.

2. Driveways shall lead to a garage or an approved parking area. The City's driveway ordinance states that driveways shall lead to an attached garage, a detached garage or an approved parking area. An approved parking area would, for this property, be the principal structure setback requirements as mentioned earlier. As the subject property has neither an attached or detached garage, a driveway shall connect the parking pad to allow access to and from Monroe Street. The concrete slab provides a zero-foot side yard setback, thereby not meeting the required one-foot side yard setback requirement for driveways.
3. An apron does not exist. For new driveways, an apron is required to be constructed within the right-of-way to provide adequate access to and from Monroe Street. The potential apron location would meet the minimum 20' separation from the Monroe Street-East Avenue intersection and the Public Works Department has stated no objections regarding the potential apron.
4. Clearview requirements. 1900 Monroe Street, the property directly to the west of the subject property, has four-foot high picket fencing located along the eastern and southern lot lines. By having a parking pad located next to the picket fencing, it fails to meet the 10' by 10' clearview requirement. Clearview requirements, as administered in the Zoning Code, is intended to promote adequate line of sight for individuals exiting a driveway, alleyway or turning onto another street.

Feature	Code Requirement	Proposal (Findings)
<i>Location of parking stalls not within a driveway</i>	Minimum 25' street setback, 7' 6" side yard setback and 19' 5" rear yard setback.	0' street setback (Monroe Street), 37' street setback (East Avenue), 0' side yard setback, 73' rear yard setback.
<i>Driveways shall lead to an approved parking area</i>	A minimum one-foot side yard setback is required.	Zero feet of side yard setback is provided.
<i>Driveway apron</i>	Driveways shall connect to a street by an apron.	A driveway apron does not exist.
<i>Clearview requirement</i>	No obstructions higher than two feet shall exist within a 10' by 10' right triangle measured along the street lot line and the edge of a driveway	A four-foot high fence exists within the required 10' by 10' right triangle.

Instead of removing the concrete parking pad, the applicant requested to obtain an exception to driveway and parking requirements to keep the parking location unchanged. Similar to other lot improvements, the Zoning Code allows for applicants to seek exceptions to driveway requirements if key review standards are met. While these review standards are identical to variance standards brought before the Zoning Board of Appeals, individuals seeking a driveway exception may present their request before the Plan Commission and Common Council for consideration via a Site Plan Review. The following outlines the requirements to reviewing exceptions to driveway requirements.

Ch. 23.01(15)(i)(3)

(k) Exceptions to Requirements

In cases where unusual topographical, aesthetic, or other exceptional conditions or circumstances exist, variations or exceptions to the requirements of this section may be approved by the Plan Commission. Exceptions shall meet the following criteria:

- i. A literal application of the Ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.*

- ii. *The granting of the requested exception would not be materially detrimental to the property owners in the vicinity.*
- iii. *Hardship caused to the property owner under a literal interpretation of the Ordinance is due to conditions unique to that property and does not apply generally to the city.*
- iv. *The granting of the exceptions would not be contrary to the general objectives of this Ordinance.*

City staff have reviewed the request subject to the review standards listed above. The following section outlines staff findings.

Standards of Review – Driveway Exception

1. A literal application of the Ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.

Analysis: Neither an attached nor a detached garage exists on the subject property. According to the applicant, the request from an exception to driveway and parking requirements are to allow for vehicles to be parked within the lot.

Findings: Typically, a designated parking lot is not created on residential lots due to these lots generally having an attached or detached garage. However, as the subject property has neither an attached or detached garage, any proposed parking within the lot would need to meet the parking lot design standards as outlined in the City's driveway ordinance. Specifically, the ordinance requires that the parking stall meet the setback requirements for principal structures in the "R-3" District. After careful review of the request, City staff have determined that sufficient room exists to create parking stalls north of the primary residence using an existing driveway apron. The image to the right depicts a created parking location that would meet applicable driveway and parking requirements. The following outlines key features of this potential parking lot:

- A 15' wide by 18' long parking area is construct to the north of the lot's principal structure. While this parking pad would not be large enough to provide two typical parking stalls (nine feet wide by 18 feet long), the City's Zoning Code allows for compact vehicle spaces to be constructed at a minimum width of seven feet six inches and a width of 15 feet. Therefore, a 15' wide parking pad would provide sufficient width for two parking stalls.
- While only 15 feet is required to provide sufficient length of a parking stall, the potential parking area is 18 feet in length to provide additional



room for vehicles to turn around, exist the parking pad and access East Avenue.

- The proposed parking area maintains a 7' 6" side yard setback, 19' 5" rear yard setback and begins approximately 25' from the East Avenue Right-of-Way.
- A 10' wide by 25' long driveway is proposed to connect the parking pad to East Avenue. According to Ch. 23.01(15)(i)(3)(f)(i)(1), residential driveways shall be a minimum of eight feet in width.
- According to Ch. 23.01(15)(i)(3)(i)(iv), no more than four parking stalls shall be provided per lot for each dwelling unit. Two parking stalls are provided on the proposed design.
- Landscaping or five-foot high privacy fencing would be required to screen the parking area from adjacent properties.

Based on the applicant's statement as to why an unnecessary hardship exists, along with options to create parking stalls that meet current parking and driveway requirements, staff believes that a practical difficulty or unnecessary hardship does not exist.

Additionally, it is important to note that the parking pad located on the subject property was created without a building permit being issued. Although this variance request must be reviewed by the Plan Commission and Common, most variance requests are reviewed by the Zoning Board of Appeals using the same review standards as outlined above. The Zoning Code, in establishing the Zoning Board of Appeals, lists specific scenarios where a variance cannot be granted. One scenario is that a variance cannot be granted for a self-created hardship. Since the parking pad was created without a building permit being issued and was constructed in a way that does not conform with Zoning Code requirements, staff believes that the perceived hardship was self-created and would thus not meet this review standard. Language regarding self-created hardships are described below:

Ch. 23.05 Board of Zoning Appeals

The Board of Appeals shall not permit any change in established flood elevation or profiles; shall not grant flood plain variances for a use that is common to a group of adjacent lots or premises (in such case, the Zoning Ordinance would have to be amended through proper procedures); shall not grant a variance unless it is consistent with the spirit and intent of the ordinance and will not be contrary to the public interest or damaging to the rights of other persons or property values in the area; shall not grant a variance for an action which requires an amendment to the flood plain regulations; shall not grant a variance which would have the effect of allowing or expanding a use or structure which is prohibited in that zoning district; shall not grant a variance for a self-created hardship.

2. The granting of the requested exception would not be materially detrimental to the property owners in the vicinity.

Analysis: In 2018 and 2019, the City's Zoning Code was significantly amended to include additional requirements regarding driveway width, location and setback requirements. As a result, there are several driveways near the subject property that do not conform to current driveway standards.

Findings: As mentioned above, the construction of any open and uncovered parking stalls shall be screened from public view using solid opaque fencing or a mixture of hedges and shrubs. Although the Zoning Code would require fencing or landscaping at a minimum height of five feet, it would be in conflict with the clearview requirements listed above should the requested exception be approved. Along with the neighboring picket fencing being located on the property line, staff believes that this violation in the City's clearview requirement would result in vision obstructions and further the harm for drivers pulling out of the parking pad and onto Monroe Street. Therefore, staff believes

that these vision obstructions and the inability to install landscaping or fencing to shield the parking pad from public view would be detrimental to neighboring property owners.

3. Hardship caused to the property owner under a literal interpretation of the Ordinance is due to conditions unique to that property and does not apply generally to the city.

Analysis: The subject property has 147 feet of street frontage and exceeds the minimum lot width requirement (i.e., 45 feet) for properties within the “R-3” District. A minimum lot size of 5,000 sq ft is needed for single-family residences within the “R-3” District. The subject property is approximately 4,877 sq ft and falls just short of the minimum requirement. Additionally, while the primary structure fails to meet the minimum setback requirements of the “R-3” District, the subject property is also located within the “R-TND” Traditional Neighborhood Overlay District and meets the lesser setback requirements as allowed in the district. The aforementioned setback requirements are outlined below.

Lot Line	R-3 Minimum Setback Requirement	R-TND Minimum Setback Requirement	Findings
<i>Street</i>	25'	12' for both front street yard and corner street side yard	12' off of Monroe Street, 12' off of East Avenue
<i>Side</i>	7' 6"	4'	7' 7"
<i>Rear</i>	20% of lot depth (minimum of 15 feet and not to exceed 30 feet)	15'	32' 4"

Findings: While the property is just shy of the minimum lot size requirement, minimum width requirements are met and the principal structure meets permitted setback requirements of the “R-TND” District. With there being other ways to provide 1-2 designated parking stalls, along with additional parking areas as part of a driveway construction, staff does not believe that there are unique conditions to the property that would result in a hardship caused to the applicant.

4. The granting of the exceptions would not be contrary to the general objectives of this Ordinance.

Analysis: The purpose of this ordinance is to promote the health, safety, morals, prosperity, aesthetics and general welfare of this community. It is the general intent of this ordinance to regulate and restrict the use of all structures, lands and waters; regulate and restrict lot coverage, population distribution and density, and the size and location of all structures so as to: lessen

congestion in and promote the safety and efficiency of the streets and highways; secure safety from fire, flooding, panic and other dangers; provide adequate light, air, sanitation and drainage; percent over-crowding; avoid undue population concentration; facilitate the adequate provision of public facilities and utilities; stabilize and

- Conservancy
- Low Density
- Suburban Single Family Residential
- Single Family Residential
- Single and Two Family Residential
- Multiple Family I Residential
- Multiple Family II Residential
- Neighborhood Business
- Central Business Transition
- Central Business
- Commercial
- Highway Commercial
- Light Industrial
- Heavy Industrial
- University Facilities District
- Planned Development District
- Planned Industrial Development District
- Split Zoned



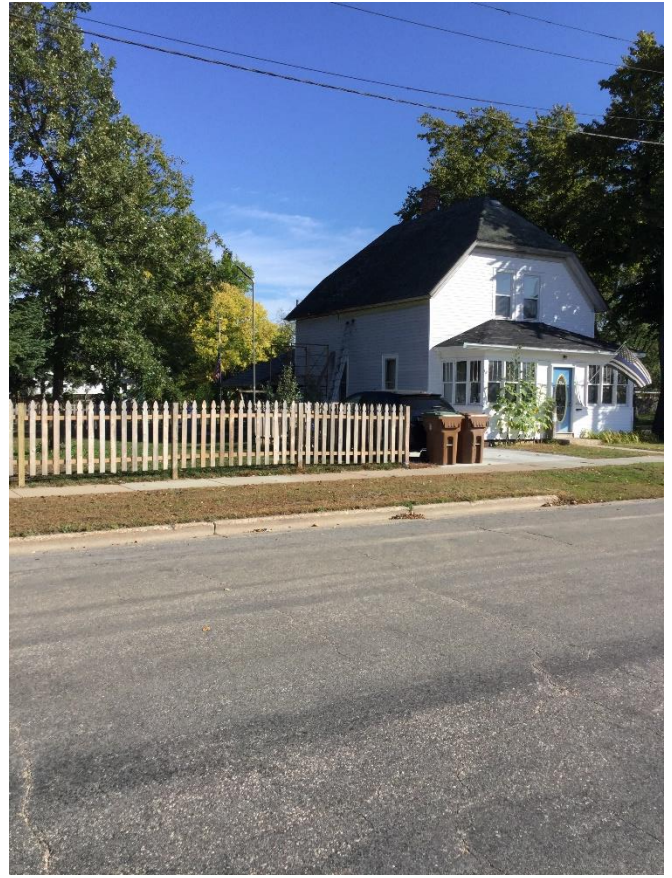
protect property values; further the appropriate use of land and conservation of natural resources; preserve and promote the beauty of the community; and implement the community's comprehensive plan or plan components. It is further intended to provide for the administration and enforcement of this ordinance and to provide penalties for its violation.

Findings: The City’s driveway and parking standards exist, in part, to “regulate and restrict lot coverage.” By allowing the requested deviations, it would create another parking area that does not conform to present Zoning Code standards. Unlike how it is the intent of the Zoning Code “to permit the continuance of nonconforming premises and uses, but not to encourage their survival,” nonconforming driveways are permitted to be reconstructed and resurfaced as a like-for-like improvement. Therefore, permitting exceptions to the City’s driveway ordinance is more likely to encourage the survival of the requested driveway as it would be allowed to be resurfaced like-for-like as the Zoning Code is currently written.

Based on the review standards above, City staff does not believe that an unnecessary hardship exists as the Zoning Code provides opportunities to expand the driveway while not seeking code exceptions. Likewise, the property does not appear to have unique standards that would prohibit the construction of a driveway that meets existing requirements and would likely have a negative impact on neighboring properties due to the request violating City clearview requirements. Any hardship claimed by the applicant appears to stem from a desire for a larger driveway. Therefore, staff would recommend denying the exception.

Site Photos







APPLICATION FOR A ZONING VARIANCE

(Pre-Application Conference Optional)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	200	Fee Paid	1-86713
Associated Applications if Any				Assigned Case Manager			

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Darren Miller	Contact Name	
Address	1910 Monroe St.	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	(715) 347-0617	Telephone	
Fax		Fax	
Email	djmbaiter@yahoo.com	Email	

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	

VARIANCE SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
Legal Description of Subject Property		
Corner Lot on East Ave + Monroe St		
Designated Future Land Use Category	Current Use of Property	
Drive Way	Driveway	
Proposed Use of Property	Current Zoning District(s)	
make Drive Way Larger		
Ordinance Provision(s) from which a variance is requested		

TYPE OF VARIANCE REQUESTED

Project (i.e. setback, parking, height, area, etc.)	Required	Proposed
Parking enlarge	Make Driveway Larger	UP Grade Driveway
List the exceptional and extraordinary circumstances that are peculiar to the land or structure involved which are not applicable to other land or structures in the same zoning district. (use additional pages if necessary for questions below)		
Lot is very small		
List any and all practical difficulties or unnecessary hardships that will result from the exceptional and extraordinary circumstances.		
No Parking or Driveway ON Property		
The applicant must prove that the exceptional and extraordinary circumstances do not result from the actions of the applicant. How were the exceptional and extraordinary circumstances created?		
Did not get Permit Before ENLARGEN the Driveway		
List any and all alternatives considered by the applicant and provide evidence as to why they are not feasible.		
Leave Driveway single wide and dirt		
Would approval of this variance allow the applicant to do something that other property owners in the same situation would not be able to do? If so how?		
NO		
Would denial of this variance deprive the applicant of rights commonly enjoyed by other property owners in the similar situations? If so how?		
yes would not Have a Drive way		

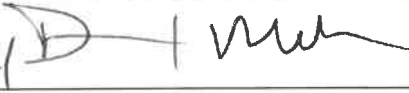
Current Zoning Surrounding Subject Property			
North:	Nothing	South:	Rail Road
East:	Lot	West:	My House
Current Land Use Surrounding Subject Property			
North:	Not yard	South:	Nothing Rail Road
East:	Lot empty	West:	House + yard

EXHIBITS

Owner Information Sheet	☐	Additional Exhibits If Any:
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☐	
Photos of property, building, etc.	☐	

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
	9/1/21		9/1/21



MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: October 4, 2021

RE: **Monthly Director's Report**

Development Updates:

Point Motel/Lokre Development: The Point Motel has been razed. The proposed project will likely begin construction this spring.

Northside Yard (1017 Third St): Framing is under construction for building two (SE corner of the building). The first disbursement of the CDI grant has occurred, second disbursement will occur in the coming months.

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: No additional information.

Doolittle Drive Duplex Development: Under Construction.

Convent Development: Developer was awarded ~\$1.4M in WHEDA Housing Tax Credits for the first phase of the project (convent and three townhomes).

Fox Theatre: Demo permit has been issued for interior demo. The Marquee has been removed.

Marshfield Clinic Addition: Project is ongoing.

Forest Creek Subdivision: Project is currently on hold as City staff work on a possible boundary agreement with the Town of Hull.

First State Bank: Framing is underway. Project is ongoing.

Stevens Point Hyundai Dealership: Project is ongoing.

GI Associates Clinic: State approved plans have been issued. Project will begin shortly.

Caribou Coffee Drive Thru: No updates at this time.

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.

Strategic Planning: The City's Strategic Planning Core Team and the consultant continue to work on the makings of this document. While the plan is nearly ready for public consumption, Plan Commission and the Common Council be the next groups to review the document for final comments before final adoption. Staff is working through a possible meeting.

Downtown Business Improvement District: Staff had been working on this project with the Downtown Business Alliance. At this time, this project is at a standstill.

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. The grant could award up to \$250,000 to the City and MSTC for site preparation and construction.

Housing Taskforce: The first meeting was held on September 29th, with a presentation on demographic information provided to the taskforce. The next meeting is scheduled for the end of October, where the topic will be "Housing Diversity".

Public Policy Updates:

Accessory Dwelling Unit Code Amendment: This amendment will likely be coming back in December for consideration.

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 2022 Plan Commission meeting.

Economic Development Updates:

2021 Construction Numbers: State-wide it appears that 2021 commercial/industrial construction will be significantly down from 2019/2020. Almost all of the slow-down indicates this is due to the COVID pandemic and the uncertainties of the future of the economy.

Stevens Point Home Sales: The market is starting to see the fall-season softening. Although through August 2021, the number of homes sold (48) is consistent with last summer, the median sale price has dipped to \$191,000 (although still up year over year 10.4%). While some homes are still going for more than list price, that total number is down year over year as well (down 15.7%), which also speaks to the 43.6% increase in number of homes with price drops after initial listing. Staff believes that we are within a price-correction and seasonal adjustment period in the local housing market.

Other Updates:

Edgewater Manor Relocation: There are 16 residents remaining at Edgewater who do not have relocation plans at this time. City staff has issued a formal notice of closure of May 3, 2022.

Sharon Patoka's Retirement: Assistant City Assessor Sharon Patoka retired on September 24th after 22 ½ years with the City Assessor's office. Sharon worked under three City Assessors and two Directors during her tenure. We have posted the position on the City's website and will be hiring in the near future.