



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	March 7,	Location:	Community Room
and	2022		933 Michigan Avenue, Stevens Point, WI
Time:	6:00 PM		
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 856 4954 0113 Passcode: 812342
			<u>By Computer:</u>
			https://us02web.zoom.us/j/85649540113?pwd=eUxaQzZsODBHRFpwb3VPdVpCOU
			<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 February 7, 2022 meeting of the City Plan Commission.
3. Public Hearing and action on a request from James Jacusz for a conditional use permit to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 and 281240827230111) that are each zoned "R-4" Multiple Family I Residential, consistent with Ch. 23.01(13)(f).
4. Public Hearing and action on a request from Lucas Meddaugh, representing the Stevens Point Area School District, for a conditional use permit to perform interior and exterior improvements to Bannach Elementary School, located at 5400 Walter Street (Parcel ID 281240826400303) and consistent with Ch. 23.02(1)(b)(3)(f).

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.

5. Public Hearing and action on a request from Ryan Wanta, representing Great Northern Distilling, to modify an adopted conceptual plan for the planned development of the property located at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(10)(b).
6. A request from Ryan Wanta, representing Great Northern Distilling, for a Site Plan Review to construct a principal structure at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(1).
7. Public Hearing and action on a request from Les Dobbe, representing Parkdale Development LLC, for a conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(1)(f)(3)(g).
8. A request from Les Dobbe, representing Parkdale Development LLC, for a Site Plan Review to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(2)(e)(5).
9. A request from the City of Stevens Point to enter into a Trail Easement Agreement with the Sisters of Saint Joseph Third Order of St. Francis and General Capital for the property located at 1300 Maria Drive (Parcel ID 281240829240034).
10. Electric Vehicle Infrastructure Economic Development Policy Guidebook.
11. January & February 2022 Monthly Report.
12. Director's Report.

Closing Section:

13. Adjourn

REPORT OF CITY PLAN COMMISSION

February 7, 2022 – 6:00 PM
In-Person & Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Director Lemke, Associate Planner/Zoning Administrator Kuhn, Alderperson Keymer, Alderperson Johnson, Alderperson Morrow, Chase Rettler, Cindy Nebel, Adam Raykowski, Ruth Pfiffner, Carol Molepske, Richard Sommer, Mark Kramar, Andrea Olson, Fred Kalkofen, Carl Chase, Micha Hudack, Brett Beversdorf, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

Opening Section:

1. Roll call.

Discussion and possible action on the following:

2. Report of the January 3, 2022 meeting of the City Plan Commission.
3. Public Hearing and action on a request from James Jakusz for a conditional use permit to construct three duplexes on an unaddressed parcel off of Echo Dells Avenue (Parcel ID 281230805420304), consistent with Ch. 23.01(13)(f).
4. Public Hearing and action on a request from Benjamin Pfiffner for a conditional use permit to operate a non-owner-occupied tourist rooming house at the property located at 2308 Main Street (Parcel ID 281240833201607), consistent with Ch. 23.02(1)(f)(3)(i).
5. A request from Chase Rettler, representing Sentry Insurance, for a fence waiver to construct perimeter privacy fencing at the property located at 601 Michigan Avenue North (Parcel ID 281240821310003), consistent with Ch. 23.01(14)(g).
6. A request from the City of Stevens Point to be granted a communication line easement from Westside Highway, LLC at an unaddressed parcel off of Roosevelt Drive (Parcel ID 173-23-0823-08) in the Village of Plover.
7. Discussion Only: Accessory Dwelling Unit & Accessory Commercial Unit Ordinance.
8. December 2021 Monthly Report.
9. Director's Report.

Closing Section:

10. Adjourn.
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Opening Section:

1. Roll call.

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

Discussion and possible action on the following:

2. Report of the January 3, 2022 meeting of the City Plan Commission.

Motion by Commissioner Cooper to approve the report of the January 3, 2022 Plan Commission meeting; seconded by Commissioner Arntsen.

Motion carried 7-0.

3. Public Hearing and action on a request from James Jakusz for a conditional use permit to construct three duplexes on an unaddressed parcel off of Echo Dells Avenue (Parcel ID 281230805420304), consistent with Ch. 23.01(13)(f).

Associate Planner/Zoning Administrator Kuhn summarized the request to construct three duplexes off Echo Dells Avenue and River View Avenue. Due to proposing more than one building on a single zoning lot, a Conditional Use Permit was required. After review, staff had no concerns and recommended approval with conditions outlined in the staff report.

There was a brief pause to work through sound quality issues.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

1. Inquiry as to whether there was an advantage or disadvantage to having the duplexes on single parcel instead rather than subdividing. Staff explained that the developer had the opportunity to subdivide the parcel if they chose, noting staff would recommend they pursue a Planned Development District request due to setbacks.
2. Asked for concerns and comments for amount of impervious surface proposed, even with the retention basins. Staff noted no concerns with the impervious surface, adding that each duplex satisfied the lot size and density zoning requirements even if taken as individual parcels.
3. Asked if percentage requirements for lot coverage was within the zoning code, to which staff noted there was not, only setback requirements.

Motion by Commissioner Hoppe to approve the request from James Jakusz for a conditional use permit to construct three duplexes on an unaddressed parcel off of Echo Dells Avenue (Parcel ID 281230805420304), consistent with Ch. 23.01(13)(f) with the following:

1. **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.**
2. **A building permit shall be obtained prior to commencement of construction.**
3. **Staff shall have the ability to approve minor amendments to the site plan.**

seconded by Commissioner Arntsen.

Motion carried 7-0.

4. Public Hearing and action on a request from Benjamin Pfiffner for a conditional use permit to operate a non-owner-occupied tourist rooming house at the property located at 2308 Main Street (Parcel ID 281240833201607), consistent with Ch. 23.02(1)(f)(3)(i).

Associate Planner/Zoning Administrator Kuhn summarized the request to operate a non-owner-occupied tourist rooming house at the subject property. After review, staff had no concerns and recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Cindy Nebel (1100 Phillips St) stated concern for losing single-family homes into tourist rooming houses, adding that the neighborhood already had a lot of rentals in them.

Carol Molepske (2125 Clark St) mirrored Ms. Nebel's concerns and stated that it was imperative to maintain owner-occupied residential properties within the central city.

Adam Raykowski (2316 Clark St) agreed with previous stated concerns, adding that properties were better maintained when residences were owner-occupied.

Richard Sommer (4224 Janick Cir) stated their experience as a landlord with short term rentals, going over the requirements and taxes needed by the City and State. Inquired on whether the City had an annual license for tourist rooming houses, to which Mayor Wiza clarified that they did not, just the Conditional Use Permit process.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Arntsen to approve the request from Benjamin Pfiffner for a conditional use permit to operate a non-owner-occupied tourist rooming house at the property located at 2308 Main Street (Parcel ID 281240833201607), consistent with Ch. 23.02(1)(f)(3)(i) with the following:

1. The establishment shall have a current license as required by the Wisconsin Department of Health Services, Wisconsin Administrative Code Chapter 195.
2. When applicable, the owner shall register with the Treasurer's Office to pay room tax as required under Section 4.13 of the City's Revised Municipal Code.
3. Maximum tourist occupancy shall comply with the minimum performance standards of the underlying zoning district regulations, parking regulations, and applicable building, fire and occupancy codes, as amended.
4. The property shall have a locally designated agent or property manager on file with the Zoning Administrator.
5. The establishment shall have a registry available on-site for inspection, indicating the identity of guests, dates of stay, acknowledgement of operator presence or absence during the stay, and the length of the stay. The registry shall include all information from the current registry year and the year immediately prior.
6. Unless otherwise approved by the Zoning Administrator, the subject property may only be utilized as a tourist rooming house at the time when the property owner or property manager is residing within the City's corporate boundaries.

seconded by Commissioner Haines

Motion carried 7-0.

5. A request from Chase Rettler, representing Sentry Insurance, for a fence waiver to construct perimeter privacy fencing at the property located at 601 Michigan Avenue North (Parcel ID 281240821310003), consistent with Ch. 23.01(14)(g).

Associate Planner/Zoning Administrator Kuhn summarized the request for a fence waiver to construct perimeter privacy fencing at the subject property, replacing the existing perimeter chain-link fencing. The fencing would be eight feet in height along most of the perimeter but be ten feet in height along Interstate 39's right-of-way, thus triggering the request for exceptions from the fencing standards. The applicant was working with the Public Works Department to obtain a revocable occupancy permit. After review, staff had no concerns and recommended approval with conditions outlined in the staff report.

Mayor Wiza asked for comments from the audience.

Alderperson Morrow (District Eleven) stated initial concerns were alleviated after discussing with the applicant. They were supportive.

Commissioners made the following comments:

1. Comment that the privacy fencing was preferable to the construction-type fencing that existed.
2. Inquiry as to whether there would be a gap at the bottom of the fence line for migratory species, noting the nearby reserve. Chase Rettler, applicant, stated that the fence line would follow the grade

variation at the ground, resulting in areas where the fence line would not touch the surface (estimating 3-4in.).

Motion by Commissioner Cooper to approve the request from Chase Rettler, representing Sentry Insurance, for a fence waiver to construct perimeter privacy fencing at the property located at 601 Michigan Avenue North (Parcel ID 281240821310003), consistent with Ch. 23.01(14)(g) with the following:

1. The applicant shall obtain a revocable occupancy permit prior to the start of construction.
2. Staff shall have the ability to approve minor amendments to the site plan.

seconded by Commissioner Hoppe

Motion carried 7-0.

6. A request from the City of Stevens Point to be granted a communication line easement from Westside Highway, LLC at an unaddressed parcel off of Roosevelt Drive (Parcel ID 173-23-0823-08) in the Village of Plover.

Director Lemke briefly explained that the purpose of the easement was to allow for the construction, operation and long-term maintenance of a communication line extending from Roosevelt Drive and subsequently crossing Interstate 39. Information not previously known at the time of the agenda publication, he added, was that staff was seeking fund approval not-to-exceed \$2,000 for the payment of the easement. As the request was to grant the City an easement, it required approval from the Plan Commission and Common Council.

Mayor Wiza asked for comments from the audience, to which there were none.

Motion by Commissioner Hoppe to approve the request from the City of Stevens Point to be granted a communication line easement from Westside Highway, LLC at an unaddressed parcel off of Roosevelt Drive (Parcel ID 173-23-0823-08) in the Village of Plover; seconded by Commissioner Haines.

Motion carried 7-0.

7. Discussion Only: Accessory Dwelling Unit & Accessory Commercial Unit Ordinance.

Director Kernosky summarized the timeline of drafting the Accessory Dwelling Unit and Accessory Commercial Unit Ordinance, as well as reviewing findings of the Commission's request to determine what demand for Accessory Dwelling/Commercial Units would exist if the City were to pass the proposed ordinance. Those findings began on page 55 of the agenda packet.

Mayor Wiza asked for comments from the audience.

Nancy Raabe (1925 Smith St) read a prepared statement, noting that staff's findings showed little support or need for ADU/ACU within the City. The ordinance as written, they said, was too vague and posed several concerning questions, and disproportionally affected District 1-5 and District 9.

Mayor Wiza noted that many of Ms. Raabe's concerns could be answered or addressed through the Conditional Use Permit process and existing ordinances.

Ruth Pfiffner (708 Ridge Rd) read a prepared statement opposing the Accessory Dwelling Unit & Accessory Commercial Unit Ordinance, noting that the ordinance would be detrimental to local residents, and that the findings used by staff were not equally comparable to the City.

Carol Molepske (2125 Clark St) reiterated opposition to the Accessory Dwelling Unit & Accessory Commercial Unit Ordinance, noting the loss of green space and privacy concerns for residents. She stated that there was a lack of transparency in attempting to push the ordinance through.

Mayor Wiza asked Ms. Molepske if she would be more agreeable if they were to introduce conditions of where window placements would be allowed to alleviate privacy concerns, to which she noted that while it would change the configuration, she was still opposed.

Cindy Nebel (1100 Phillips St) stated opposition to the Accessory Dwelling Unit & Accessory Commercial Unit Ordinance, even as a Conditional Use Permit, noting that people continued to undermine the process for tourist rooming houses and often it went unenforced or without consequences. The ordinance seemed unnecessary with the current population.

Mark Kramar (1024 Ridge Rd) stated his opposition to Accessory Dwelling Unit & Accessory Commercial Unit Ordinance, noting that single-family dwellings worked well as is. Questioned whether staff would adhere to the feedback during a public hearing.

Andrea Olson (410 Franklin St) stated support for the Accessory Dwelling Unit & Accessory Commercial Unit Ordinance and stated that they shouldn't be overregulated to allow homeowners to utilize them as they prefer, adding that the costs to build them would be a deterrent itself. Referring to the comments about tourist rooming houses, she noted there were only 9 listed online.

Mayor Wiza asked Ms. Olson if she could utilize the ADU/ACU if there were additional height and window placement restrictions, to which Ms. Olson stated allowing an ADU or ACU as 2-story, or over a garage, would be advantageous.

Fred Kalkofen (910 Ridge Rd) stated his opposition in the direction the City was going, increased the density.

Richard Sommer (4224 Janick Cir) stated support for the Accessory Dwelling Unit & Accessory Commercial Unit Ordinance. They listed the possibilities with their personal property on building an ADU/ACU, or creating additional unit within their residence, however as another resident noted, it was not economical as the cost to build them was high.

Mayor Wiza, referring to enforcement, stated that while it may not be 100%, staff addressed issues and concerns as soon as they came up. While the ordinance wouldn't work for many lots, and while a majority may not utilize them, there were some who would. He noted that they owed it to the community to at least try it as a test run. If it did not work, they could alter the ordinance or remove it.

Ruth Pfiffner (708 Ridge Rd) reiterated her positions of opposition.

Nancy Raabe (1925 Smith St) reiterated her positions of opposition.

Carol Molepske (2125 Clark St) reiterated her positions of opposition.

Andrea Olson (410 Franklin St) reiterated her positions of support.

There was a brief discussion on next steps.

There was a brief discussion on what steps were taken during initial neighborhood meetings during the early stages of drafting the ordinance, and how meetings were run at that time, and how public input was taken.

Aldersperson Christianson (District One) noted that they had attend the neighborhood meeting after receiving a postcard, before becoming Aldersperson, and felt they had been informative and well done.

Director Kernosky made the following comments:

1. Transparency: public hearings and discussion only agenda items had been performed over several months, with postcards being sent out via districts for neighborhood meetings. The ordinance in its current state was vastly different from the one initially brought forward due to feedback received, showing staff's readiness to address concerns.
2. Density: had increased lot size requirements to 10,000 sq.ft. to alleviate density concerns, further reducing lots eligible.
3. Privacy: staff changed the setback requirements to adhere to those of the principal structure, rather than mirroring the accessory structure setback requirements. Currently there was nothing preventing a resident building an accessory structure 3 feet from the rear and side lot line in District 1 and District 3 so long as they met setback requirements.

4. Windows: someone could already purchase a house, raze it, and build a newer one, with more than one story and windows facing in any direction, and it could not be prevented.
5. Changed from permitted use to Conditional Use Permit, which would notify surrounding neighbors of a public hearing.
6. Changes with the state law made it so Plan Commission could not approve or deny a Conditional Use Permit on subjective standards.
7. Reduced the impervious surface ratio to preserve green space.
8. If an individual wanted to build a 900 sq.ft. structure and could not work the configuration within the confines of the setback and impervious surface requirements, it could not be built.
9. Enforcement is a challenge, but that is not a unique issue to Stevens Point.
10. Trying to allow owners the opportunity to utilize their properties and to increase the types of diversity of housing within the City.
11. Staff asked the commission for direction, in either pursuing a public hearing, requesting additional changes, or having staff set the ordinance aside, noting that staff had already spent a large amount of time on drafting the ordinance.

Commissioners made the following comments:

1. Agreed that there were existing regulations and ordinances to address enforcement.
2. Rather be ahead of the curve with an ordinance in place rather than having to chase after something they didn't have control over, even though they doubted there would be a huge rush to build ADU/ACUs. Understood concerns but noted that the price of living in a City is you had neighbors.

Motion by Commissioner Hoppe to direct staff to hold a public hearing for the Accessory Dwelling Unit & Accessory Commercial Unit Ordinance at the April 4, 2022 Plan Commission Meeting; seconded by Commissioner Arntsen.

Motion carried 7-0.

8. December 2021 Monthly Report

Director Kernosky noted that staff would be delaying the Monthly Reports by one month, noting that the schedule with how meetings fell did not allow adequate time for admin staff to run reports. In all, December 2021 values remained consistent and stable. 2022 was also off to a strong start, with several manufacturing and commercial projects coming to fruition, and the final valuation was expected to be higher in the new year. The Director also noted that there was a typographical error in the year-to-date fees, totaling \$362,500.49, not \$45,362,500.49. He lastly asked that residents take care in removing snow from their sidewalks.

9. Director's Report

Director Kernosky 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:

10. Adjourn.

Meeting adjourned at 8:01 PM.

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

Administrative Staff Report

Conditional Use Permit Construct Nine Duplexes

Doolittle Drive
March 7, 2022

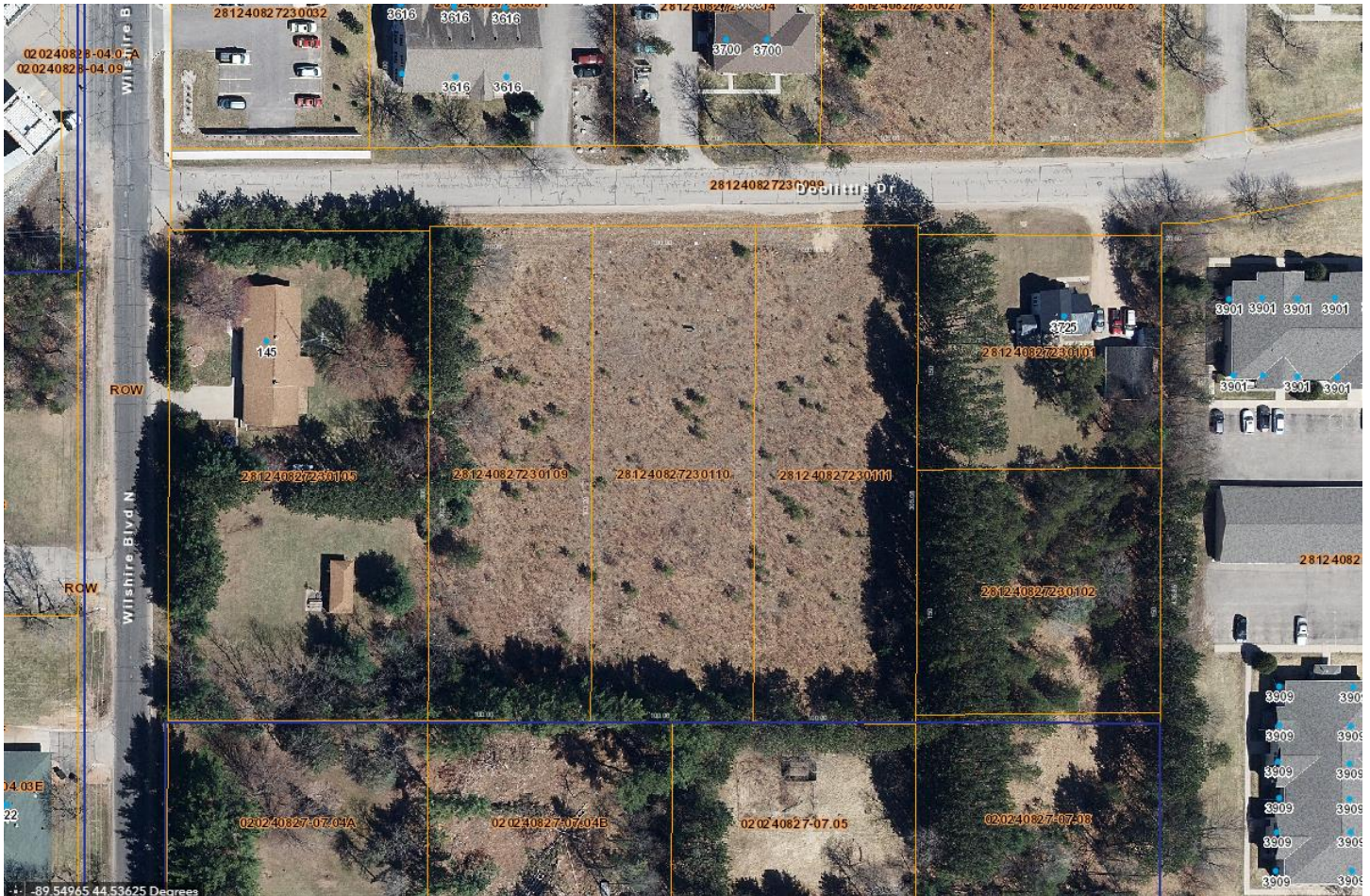


Department of Community
Development

Applicant(s): - James Jacusz Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240827230109 281240827230110 281240827230111 Zone(s): "R-4" Multiple Family I Residential Master Plan: - Multi-Family Residential Council District: - District 8 Ald. Leek Lot Information: - Frontage: 300 ft. - Depth: 305 ft. - Lot Size: 91,524 sq. ft. (2.10 ac.) Current Use: - Undeveloped Applicable Regulations: 23.01(13)(f)	Request - Public Hearing and action on a request from James Jacusz for a conditional use permit to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 and 281240827230111) that are each zoned "R-4" Multiple Family I Residential, consistent with Ch. 23.01(13)(f). Attachment(s) - Application - Plans Findings of Fact - The subject properties are zoned "R-4" Multiple Family I Residential. - The applicant is seeking to construct a total of nine duplexes spanning three parcels (approximately three duplexes per parcel). - The Zoning Code prohibits 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. Staff Recommendation Approve the conditional use request to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 and 281240827230111), subject to the following conditions: - Garbage collection shall be handled commercially and a trash receptable location shall be incorporated for the proposed development. Location and proper screening shall be reviewed by Planning staff. - A grading plan shall be provided, subject to the review and approval of Public Utilities staff. - The applicant shall meet DNR NOI requirements. - Separate water and sewer service shall be installed for each unit. - A utility easement shall be entered into for the City to operate valves on water service. - The three subject parcels shall be combined prior to the start of construction. - A landscaping plan shall be produced, subject to the review and approval of the Zoning Administrator.
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8. Edging shall be provided along the southern extent of the turn-around loop.
9. An additional fire hydrant shall be installed to complement the proposed development, subject to the review and approval of the City Fire Marshal.

Vicinity Map



Background

Overview: The applicant is requesting to construct nine duplexes along a proposed 16' wide private driveway off of Doolittle Drive. Each duplex will contain two units, totaling eighteen units among the three parcels. In order for the site design to proceed as planned, the applicant will be required to combine the three subject properties into one. The proposed site plan has the northernmost duplexes 25' from the Doolittle Drive Right-of-Way, consistent with Zoning Code requirements. Similarly, the proposed duplexes would exceed the minimum 10' side yard setback that is required and meet the minimum 30' rear yard setback from the southern lot line. As the Commission may be aware, this request is part of a large duplex development along Doolittle Drive. Over the last two years, a total of eight duplexes were approved and are under construction immediately to the northeast of the subject properties.

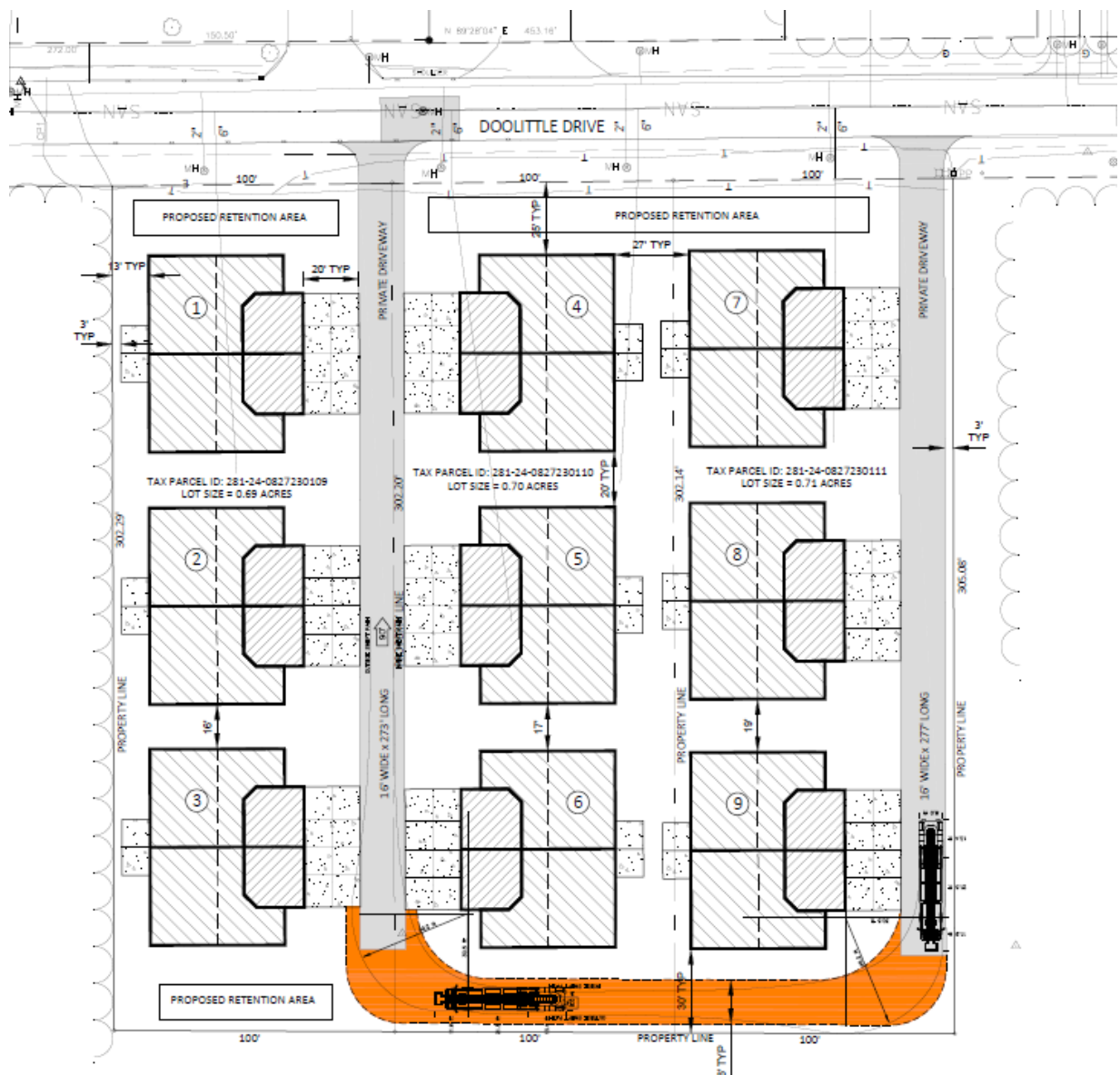
According to the City's Zoning Code, no more than one main building can be situated on one zoning lot, except for when the Plan Commission approves the measure through a conditional use permit. Said requirement is outlined below.

- (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. A 39’ setback from the eastern lot line and 13’ setback from the western lot line is proposed, meeting the minimum side yard setback requirement. Please note that the three subject properties will be combined and that open-air patios at grade are allowed to be located within all required



setbacks. With the lots approximately 305.08' in depth, a minimum 30' of rear yard setback is required. 30' of rear yard setback is proposed.

Lot Line	R-3 District Minimum Setback Requirements	Proposed Setbacks (Findings)
<i>Street</i>	25 ft	25 ft
<i>Side</i>	10 ft	39 ft from east lot line 13 ft from west lot line
<i>Rear</i>	20% of lot depth (minimum of 15 ft and a maximum of 30 ft)	30 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 three properties are 91,524 sq ft in size 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 16' wide private driveway exists to provide access to and from Doolittle Drive for all nine duplexes. The private driveway was reviewed by the Fire Department to ensure sufficient navigability of fire and EMS vehicles exists.

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 requiring two water lines and two sewer lines per duplex (one for each unit). As mentioned above, two retention areas are proposed near the Doolittle Drive Right-of-Way and is projected to provide appropriate stormwater controls for the proposed development.

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 exists to the north of the property, while single-family uses exist to the east, south and west of the subject properties (within City limits and in the Town of Hull). The proposed use is lesser in density than surrounding properties, such as 3900 and 3901 Doolittle Drive. 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. The applicant’s request seeks to allow more than one duplex on one 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 is proposed to provide access to and from Doolittle Drive for both residents and emergency personnel. Similarly, two retention areas are proposed near the Doolittle Drive Right-of-Way that has been reviewed by the Utilities Department.

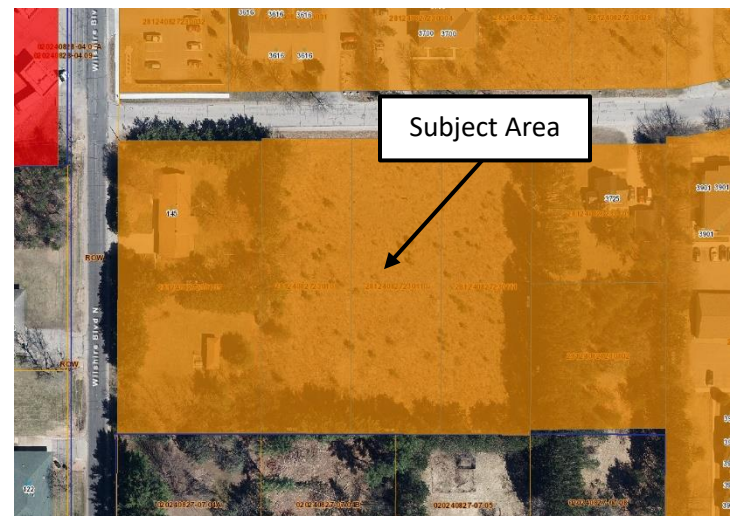
Findings: This standard is met.

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 driveway. The private driveway would have two access points off of Doolittle Drive and loops around in the rear of the property to provide a sufficient turning radius for fire trucks. Upon review of the submitted plans, there is sufficient separation between the two access points off of Doolittle Drive to not create traffic congestion in the area.

Findings: 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 I 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 nine duplexes across three 0.7-acre parcels 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.

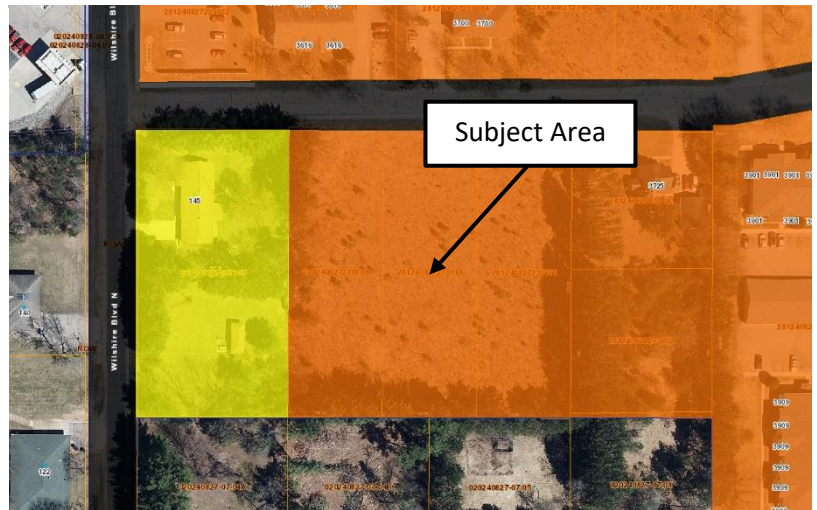
Findings: The regulations of the district are met for this proposal provided the conditional use permit’s conditions are met.

9. **The proposal will not result in 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 18 housing units will be created under this proposal. The proposed use is less dense than other surrounding uses.

Findings: 18 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: Nine two-unit residential buildings are planned to be constructed on the lot. While the proposed use is not considered a multi-family 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.

Site 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	James J. Jakusz	Contact Name	
Address	6056 Sharonwood Lane	Address	
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	
Telephone	715-252-6501	Telephone	
Fax		Fax	
Email	jamesandelainenc@gmail.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	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)] 0 Echo Dells Ave		
Parcel 1	Parcel 2	Parcel 3
Lot 1, 2, and 3 Doolittle Drive		
Legal Description of Subject Property		
Lot 1, lot 2, and lot 3 of certified survey map #8478-34-8 located in part of the southwest 1/4 of the northwest 1/4 of Section 27, Town 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin		
Designated Future Land Use Category		Current Use of Property
Multi-Family		Vacant 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)		
The proposed development is nine duplexes within an existing residential neighborhood in the City of Stevens Point. The development will begin construction in summer of 2022 and complete the development in 2023.		
How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)		

The proposed development will reinforce the residential use of the surrounding neighborhood. Directly across from the proposed development is three apartment complexes and eight duplexes, adjacent to the proposed development is single family residences and vacant lots. The proposed development meets the existing and planned characteristics of the neighborhood residential use.

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

The proposed development will incorporate retention/infiltration areas to capture storm water runoff reducing the negative impacts on adjacent properties.

Current Zoning Surrounding Subject Property

North:	Multiple Family I Residential	South:	Single Family Residence
East:	Multiple Family I Residential	West:	Multiple Family I Residential

Current Land Use Surrounding Subject Property

North:	Multiple Family Residency	South:	Vacant
East:	Single Family Residency	West:	Single Family Residency

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
	2/16/2022		2/16/2022

February 16, 2022

Alderman Thomas Leek
District 8
Stevens Point, WI 54481
tleek@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 nine duplexes that will be located on the south side of Doolittle Drive in Stevens Point. This duplex development is just south and west of another duplex development that I have nearly completed. 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.

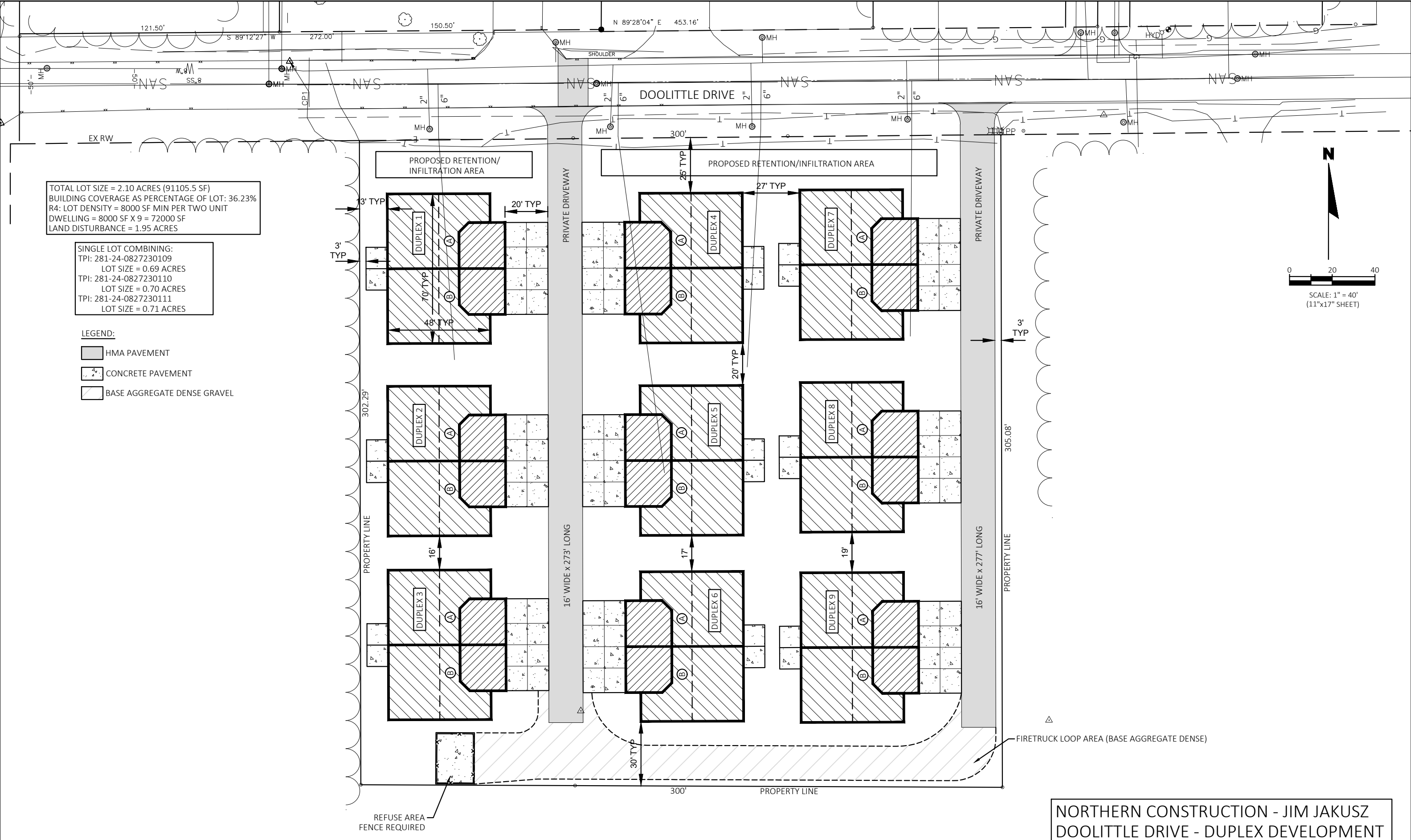
The benefits to the city would be additional tax revenue. The benefits to the people would be a convenient, great place to live that is located right in town.

The project on the north side of Doolittle has already begun and is nearly completed. The tentative schedule for the project on the south side of Doolittle is to begin this spring/summer and complete some of the duplexes in 2022 and finish the remaining duplexes in 2023.

Sincerely,



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



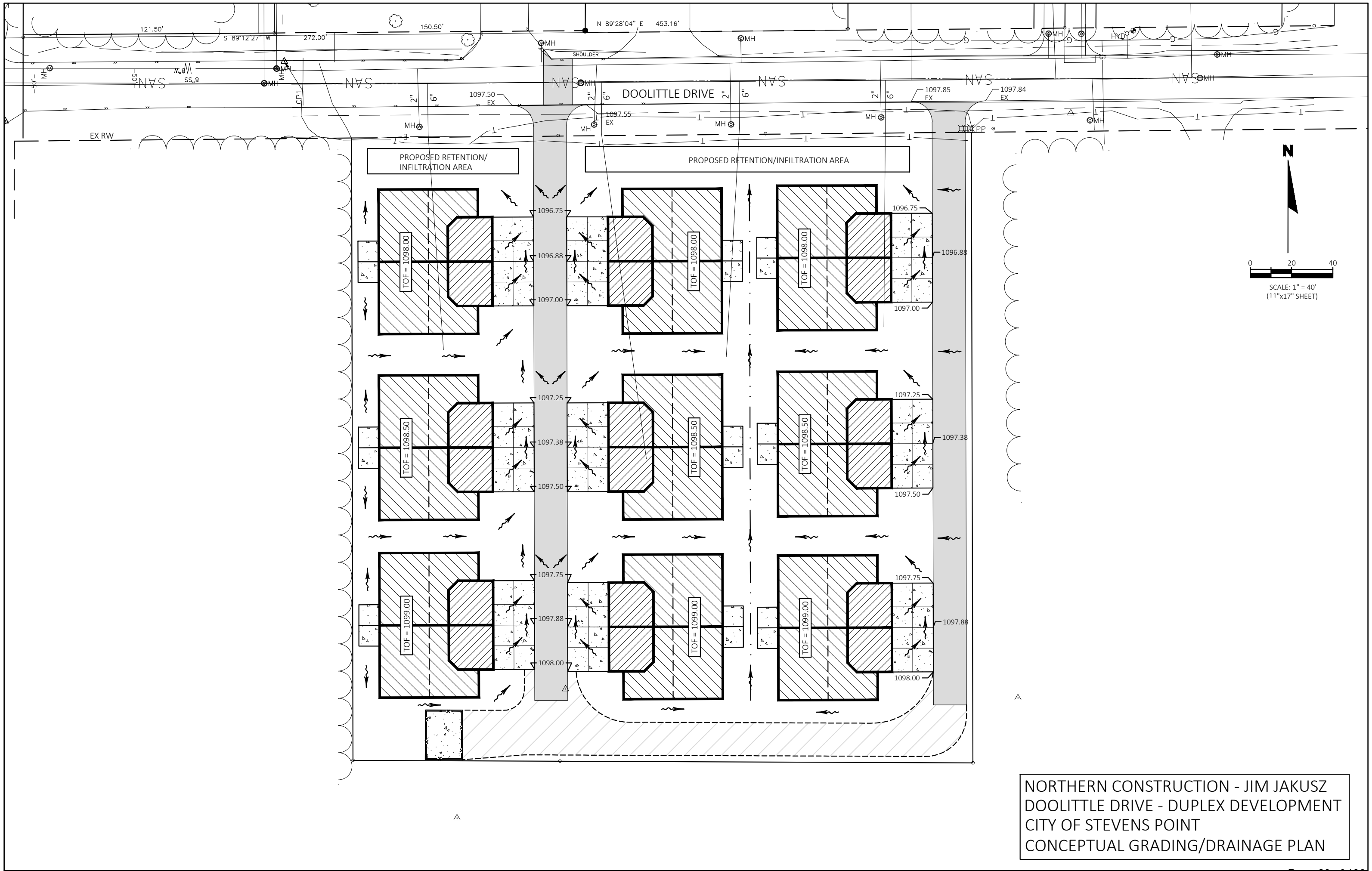
TOTAL LOT SIZE = 2.10 ACRES (91105.5 SF)
BUILDING COVERAGE AS PERCENTAGE OF LOT: 36.23%
R4: LOT DENSITY = 8000 SF MIN PER TWO UNIT
DWELLING = 8000 SF X 9 = 72000 SF
LAND DISTURBANCE = 1.95 ACRES

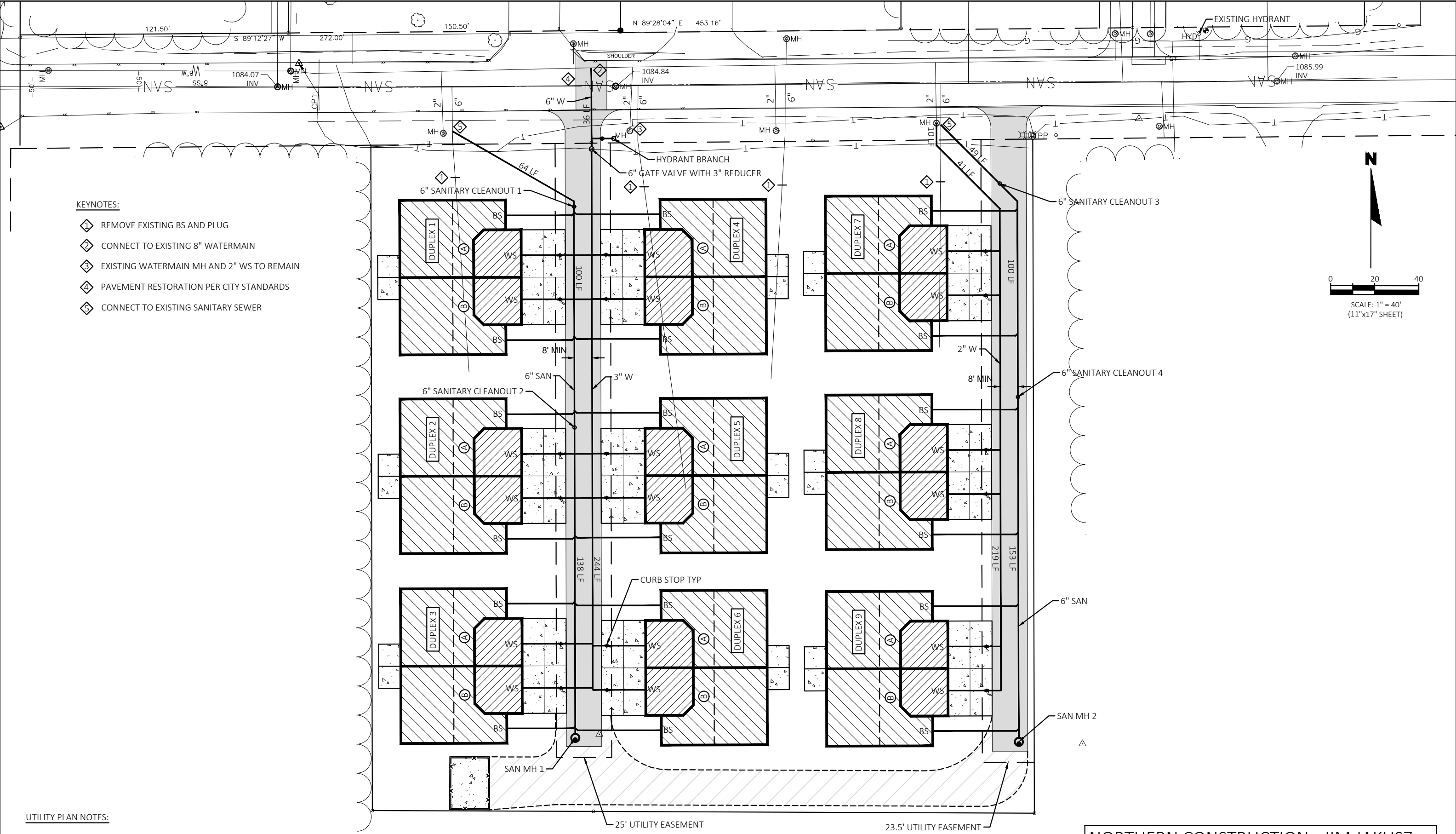
SINGLE LOT COMBINING:
TPI: 281-24-0827230109
LOT SIZE = 0.69 ACRES
TPI: 281-24-0827230110
LOT SIZE = 0.70 ACRES
TPI: 281-24-0827230111
LOT SIZE = 0.71 ACRES

- LEGEND:
- HMA PAVEMENT
 - CONCRETE PAVEMENT
 - BASE AGGREGATE DENSE GRAVEL

LEGAL SURVEY DATA:
EXISTING PROPERTY LINES SHOWN APPROXIMATELY, BASED ON EXISTING FIELD MONUMENTS AND DATA ON RECORD, PROVIDED BY OTHERS.
GREMMER & ASSOCIATES, INC. IS NOT RESPONSIBLE FOR THE ACCURACY AND COMPLETENESS OF THIS DATA.
EXISTING THREE LOTS WILL BE COMBINED INTO ONE SINGLE LOT, VIA COMBINATION PROCESS.

NORTHERN CONSTRUCTION - JIM JAKUSZ
DOOLITTLE DRIVE - DUPLEX DEVELOPMENT
CITY OF STEVENS POINT
CONCEPTUAL SITE PLAN





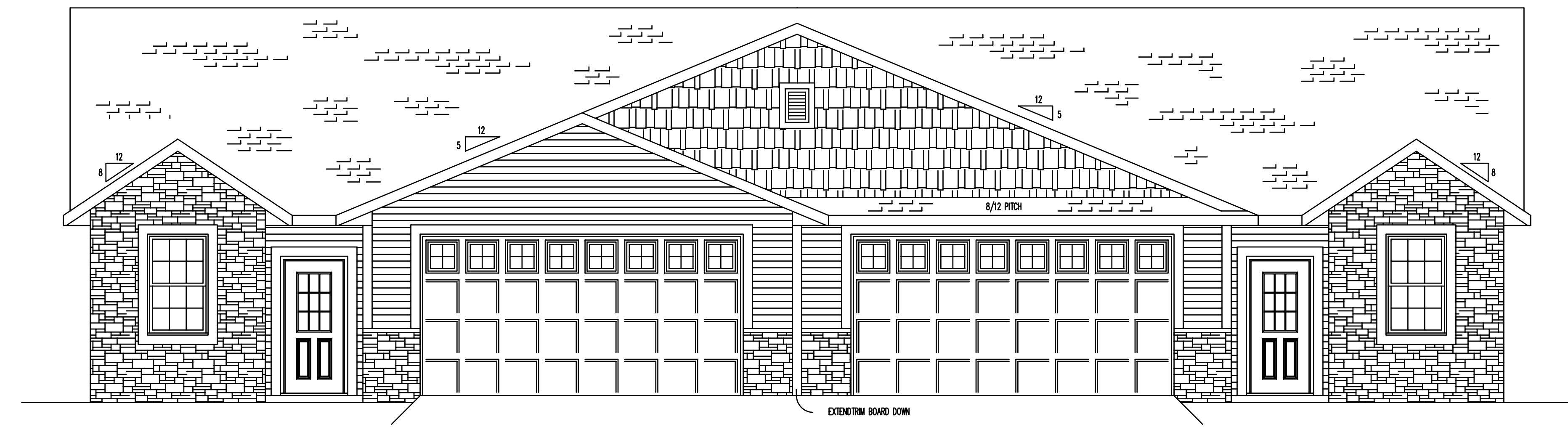
- KEYNOTES:
- ① REMOVE EXISTING BS AND PLUG
 - ② CONNECT TO EXISTING 8" WATERMAIN
 - ③ EXISTING WATERMAIN MH AND 2" WS TO REMAIN
 - ④ PAVEMENT RESTORATION PER CITY STANDARDS
 - ⑤ CONNECT TO EXISTING SANITARY SEWER

UTILITY PLAN NOTES:

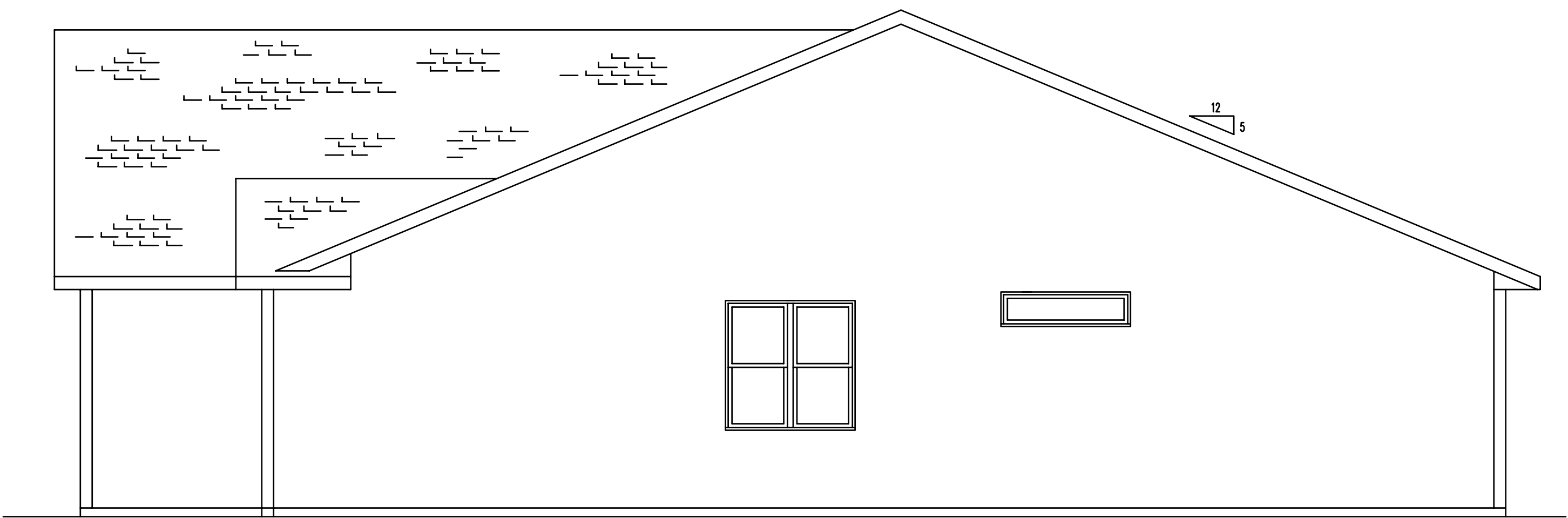
ALL PROPOSED SANITARY SEWER AND WATERMAIN FACILITIES PRODUCTS, MATERIALS, EXCAVATION, AND CONSTRUCTION SHALL CONFORM WITH THE CITY OF STEVENS POINT'S CURRENT WATER-SEWER REQUIREMENTS.

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

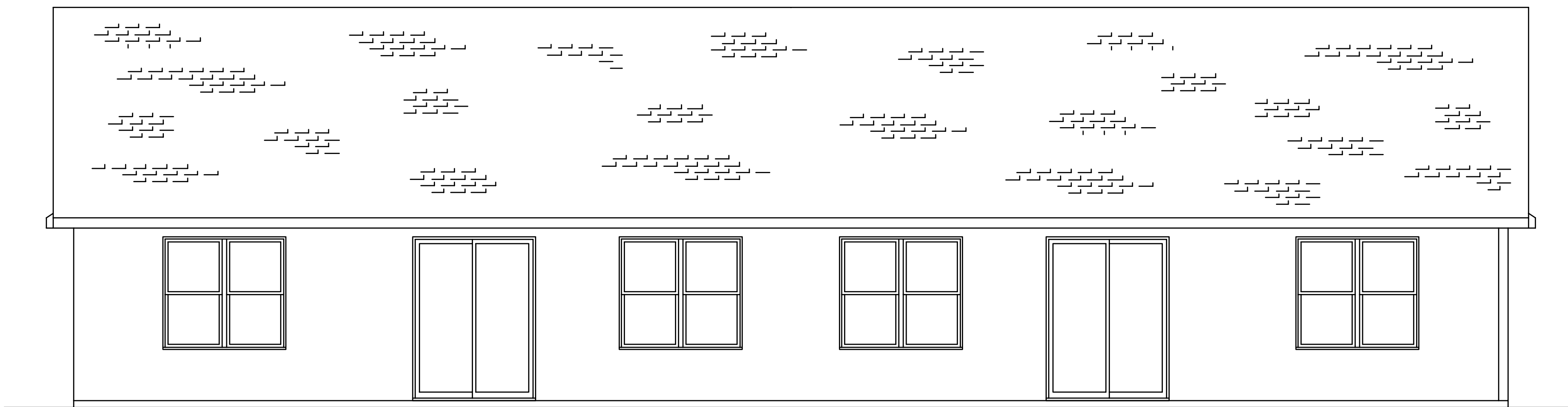
NORTHERN CONSTRUCTION - JIM JAKUSZ
DOOLITTLE DRIVE - DUPLEX DEVELOPMENT
CITY OF STEVENS POINT
CONCEPTUAL UTILITY PLAN



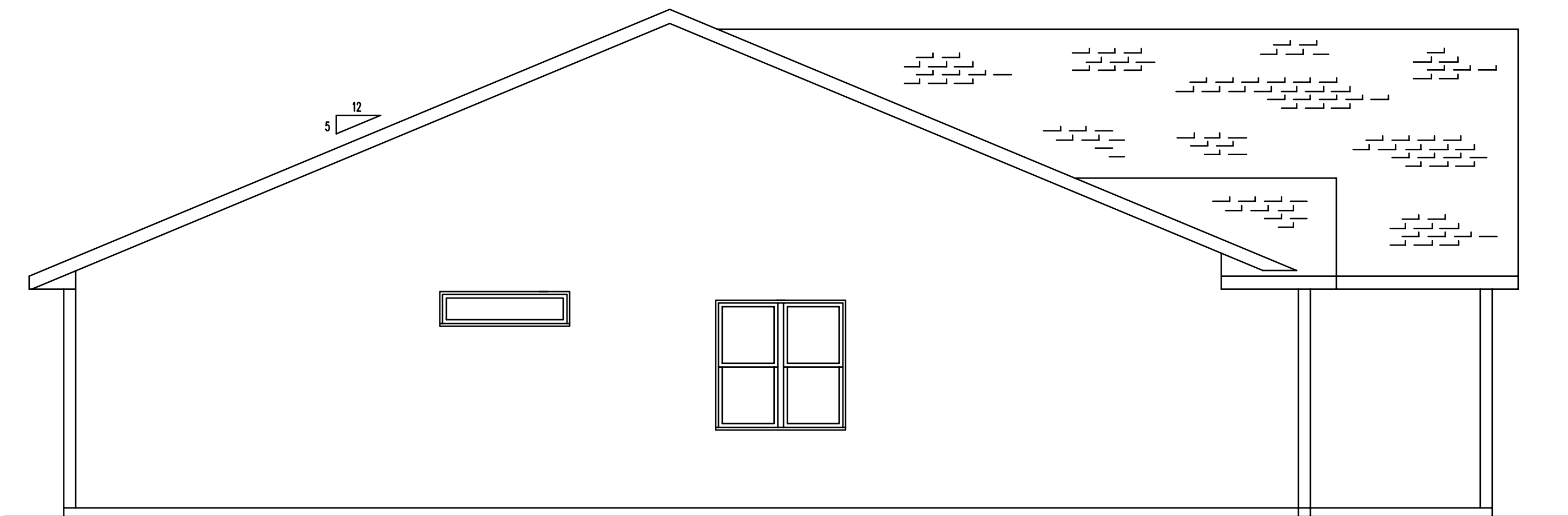
FRONT ELEVATION



RIGHT ELEVATION



BACK ELEVATION

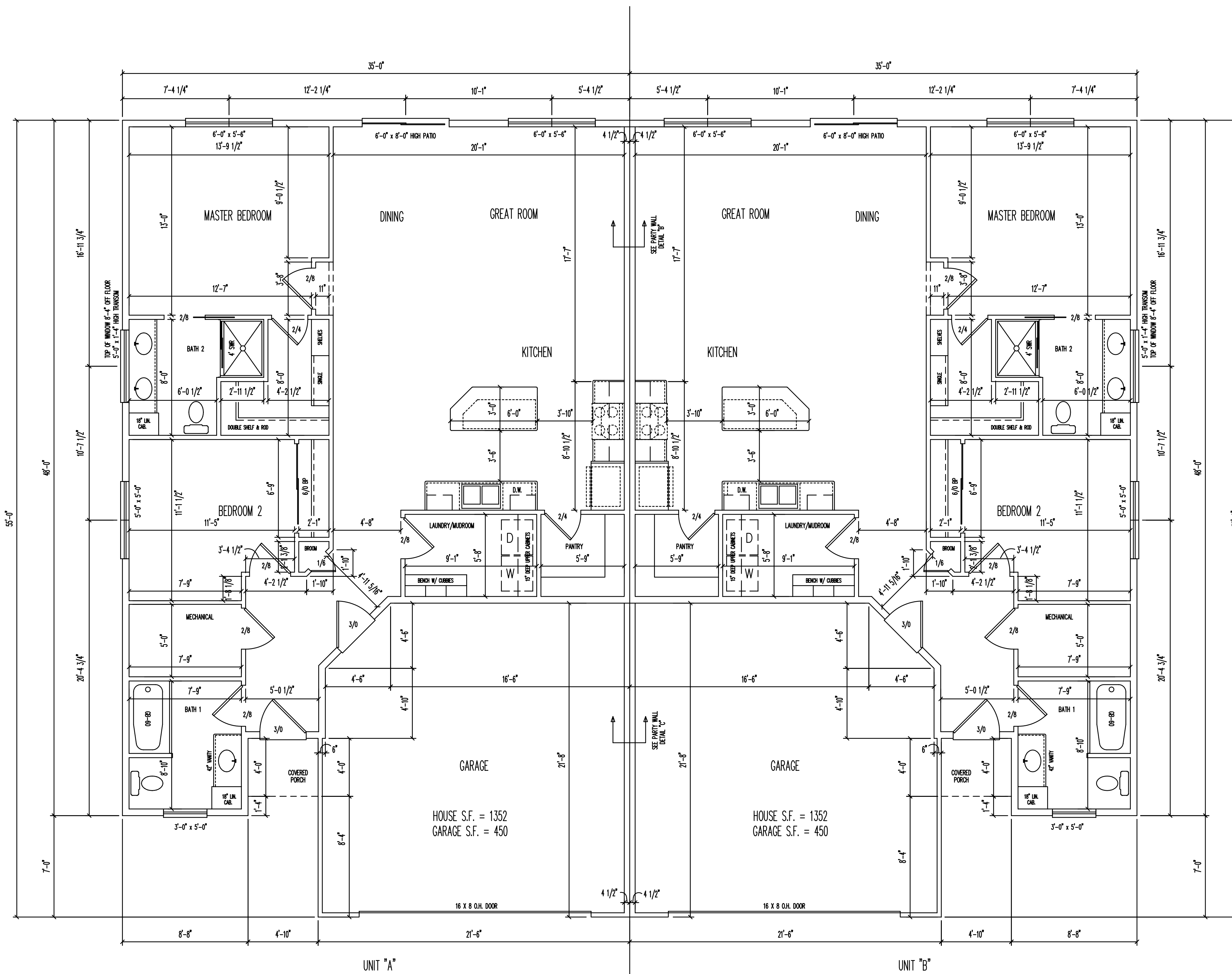


LEFT ELEVATION

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)

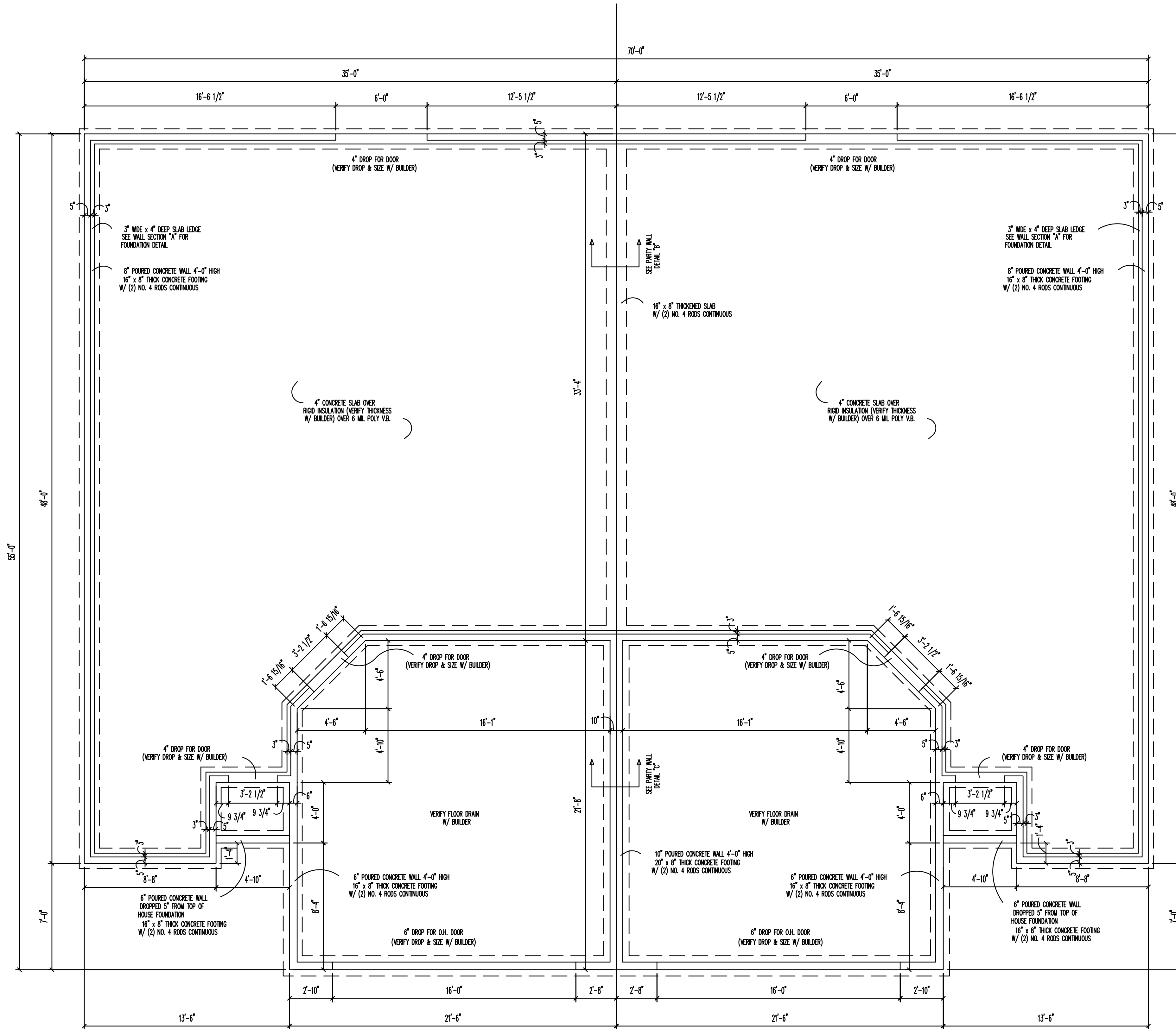
TOP OF WINDOW ARE 7'-11 3/8" OFF TOP OF FLOOR

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,
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M.S.C. UNIFORM DWELLING CODE AS PUBLISHED BY THE DEPT.
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2283 NORTHERN CONSTRUCTION
FLOOR PLAN

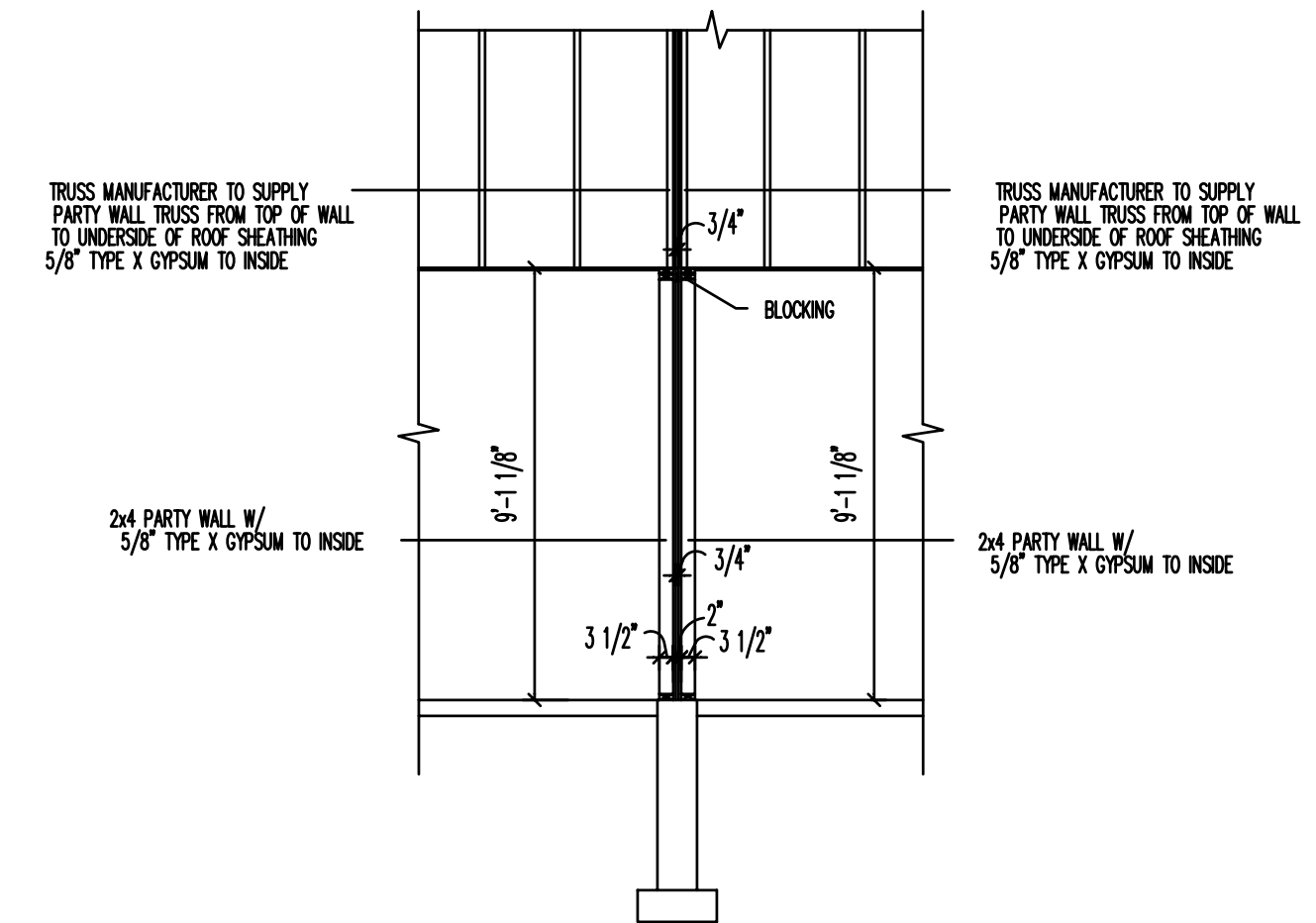


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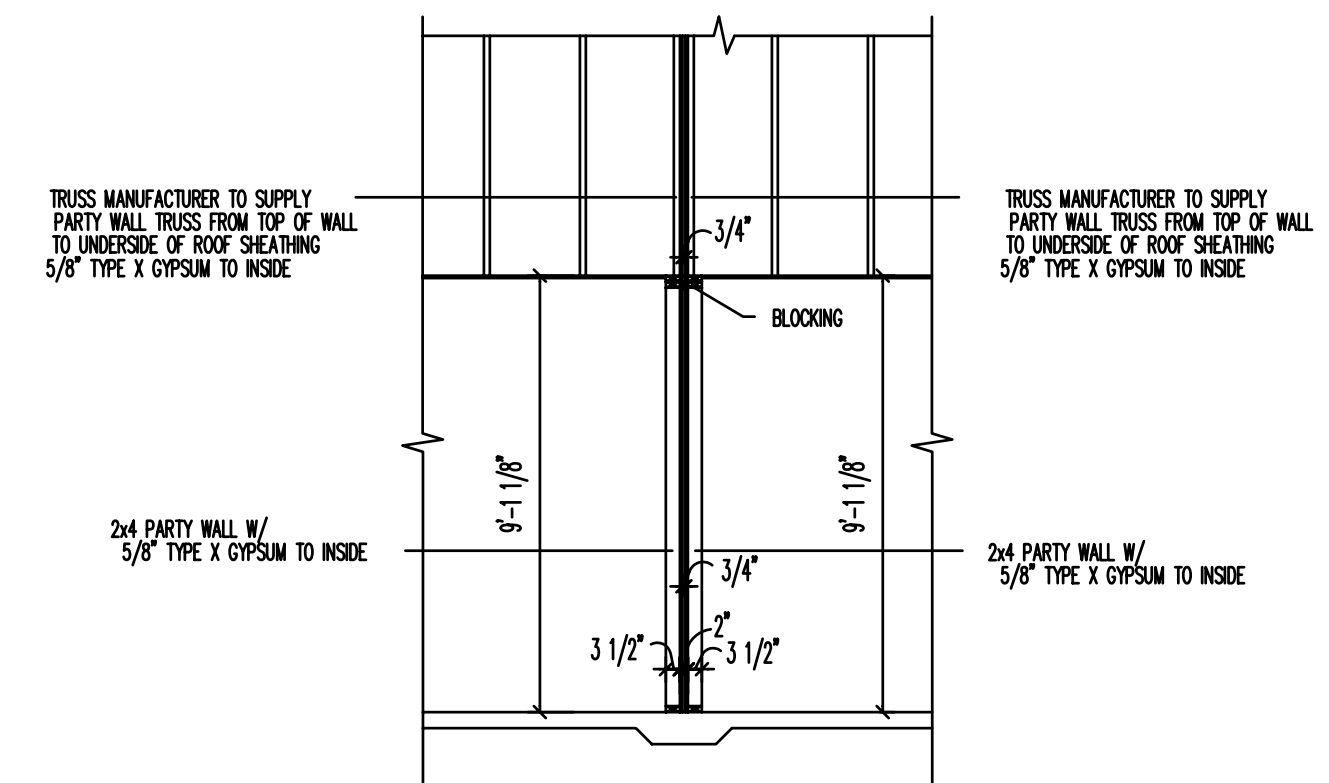
EACH CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ALL LOCAL
AND STATE BUILDING CODES THAT ARE APPLICABLE FOR THEIR
SPECIFIC TRADE. PLEASE CONSULT THE LATEST EDITION OF THE
M.S.C. UNIFORM DWELLING CODE AS PUBLISHED BY THE DEPT.
OF INDUSTRY, LABOR, AND HUMAN RELATIONS OR CONTACT
THE LOCAL BUILDING INSPECTION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

NOTE: MASON TO SIZE REINFORCING
BASED ON SITE CONDITIONS

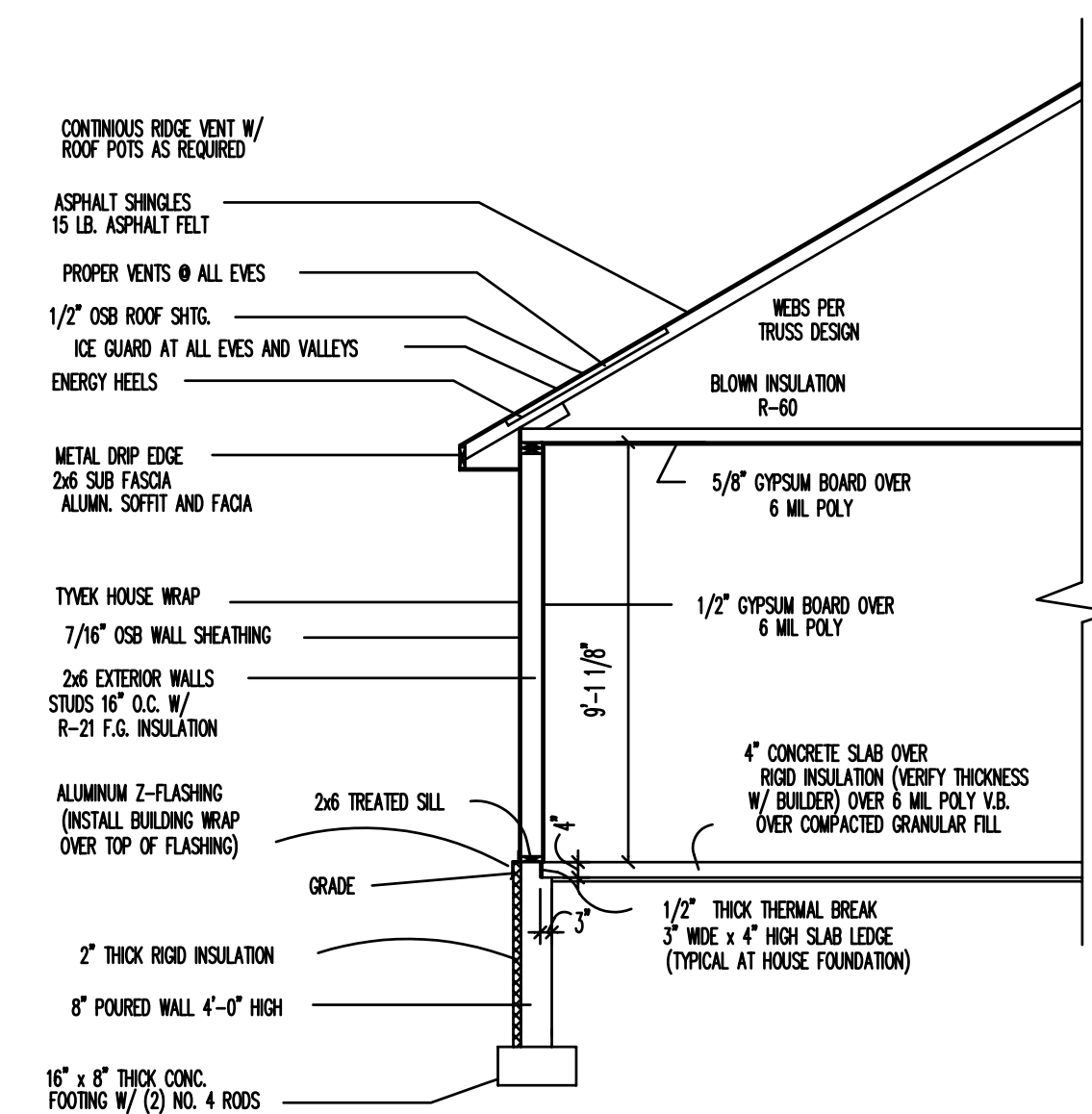
NOTE: SOIL BEARING CAPACITY IS ASSUMED TO
BE 2000 LBS./S.F. GENERAL CONTRACTOR
NOTIFY DESIGNER IF CAPACITY IS LESS TO
RE-SIZE FOOTINGS



PARTY WALL DETAIL "C"

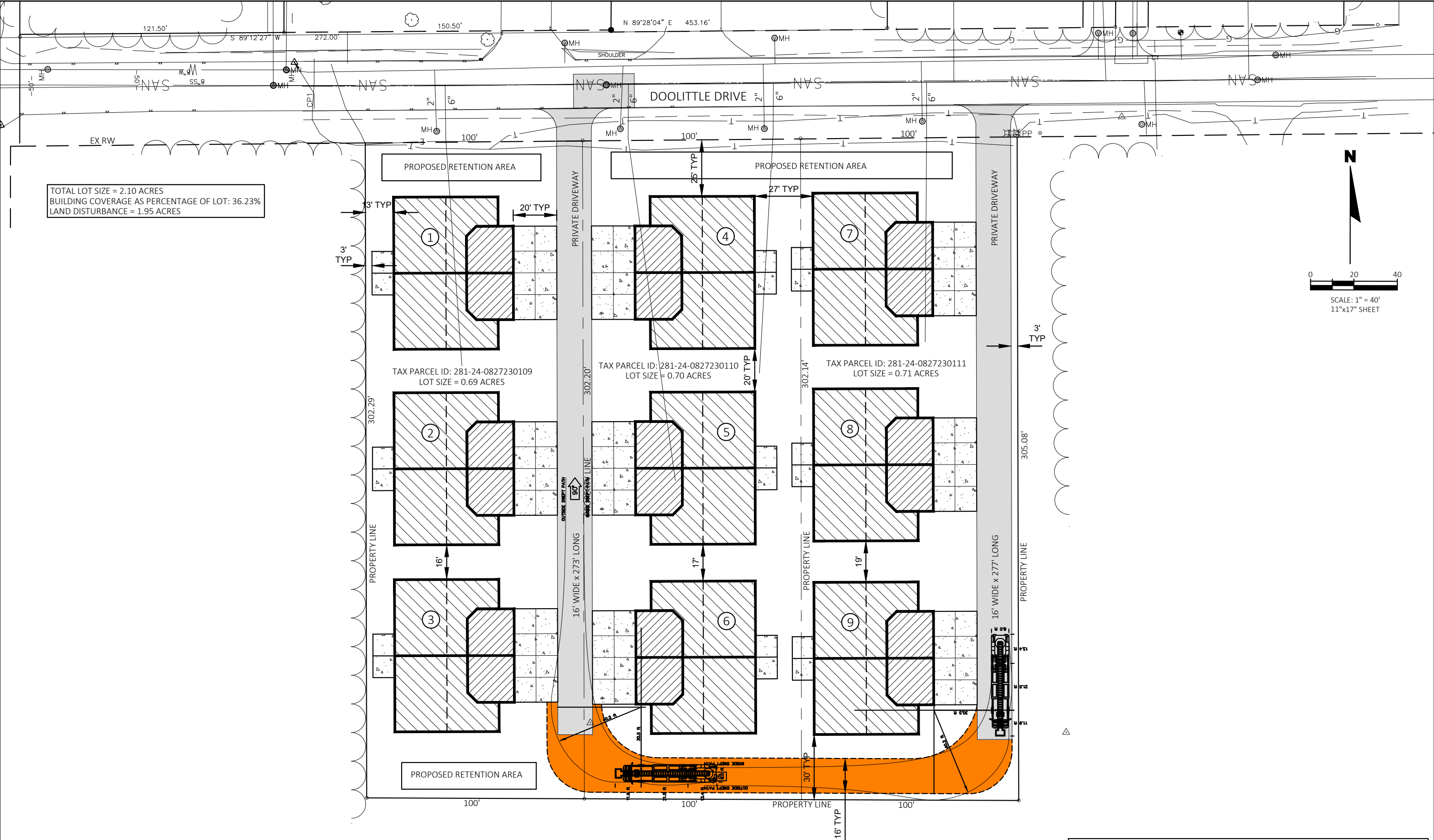


PARTY WALL DETAIL "B"



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

2283 NORTHERN CONSTRUCTION
FOUNDATION PLAN



DOOLITTLE DRIVE - DUPLEX DEVELOPMENT
CITY OF STEVENS POINT
CONCEPTUAL TRUCK TURNING MOVEMENTS

Administrative Staff Report

Conditional Use Permit Improvements to Bannach Elementary School 5400 Walter Street March 7, 2022



Department of Community
Development

Applicant(s): - Lucas Meddaugh, representing the Stevens Point Area School District Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240826400303 Zone(s): "R-1" Suburban Single Family Residential Master Plan: - Institutional / Government Council District: - District 7 Ald. Kneebone Lot Information: - Frontage: 1,797 ft. - Depth: 1,077 ft. - Lot Size: 802,219 sq. ft. (18.4 ac.) Current Use: - School Applicable Regulations: 23.02(1)(b)(3)(f)	Request - Public Hearing and action on a request from Lucas Meddaugh, representing the Stevens Point Area School District, for a conditional use permit to perform interior and exterior improvements to Bannach Elementary School, located at 5400 Walter Street (Parcel ID 281240826400303) and consistent with Ch. 23.02(1)(b)(3)(f). Attachment(s) - Application - Plans Findings of Fact - The applicant is requesting to perform interior and exterior improvements to Bannach Elementary School. - Interior improvements include remodeling the kitchen and gym areas, HVAC and lighting upgrades. Proposed interior improvements are not subject to this conditional use permit. - Exterior improvements include razing the temporary classroom structure located to the southwest of the school, reconfiguring the bus pick-up/drop-off location and parking lot upgrades. - Construction is planned to begin in May 2022 and continue through August 2022. - The subject property is zoned "R-1" Suburban Single Family Residential. Within the "R-1" District, public elementary schools are a conditional use. Staff Recommendation Approve the conditional use request to perform exterior improvements to Bannach Elementary School (Parcel ID 281240826400303), subject to the following conditions: - The intersection of Golla Road and Sandy Lane shall be a four-way stop. Stop sign installation for the bus drop-off location shall be reviewed by Public Works staff. - A multi-use path shall be constructed from the Walter Street-Sandy Lane intersection to the Golla Road-Sandy Lane intersection. The multi-use path shall be constructed in accordance with the Portage County Safe Routes to School Plan and applicable engineering best practices, subject to the review and approval of Public Works Staff.
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3. The existing fire hydrant located at the intersection of Golla Road and Sandy Lane shall be relocated to the north. The proposed location shall be reviewed and approved by the City Fire Marshal.
4. A razing permit shall be obtained prior to razing the temporary classroom building.
5. The planned parking lot improvements shall meet applicable accessibility requirements as outlined by the Americans with Disabilities Act Accessibility Guidelines.
6. A landscaping plan shall be submitted showing landscape specifications for areas where new parking stalls are proposed, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements.
7. A building permit shall be obtained prior to the start of construction.
8. Staff shall have the ability to approve minor changes to the site plan.

Vicinity Map



Background

Overview: The applicant is requesting a conditional use permit to perform interior and exterior improvements to Bannach Elementary School. Interior improvements include remodeling the kitchen and gym areas, HVAC and lighting upgrades and are not subject to the conditional use permit. Exterior improvements include razing the temporary

classroom structure located to the southwest of the school, reconfiguring the bus pick-up/drop-off location and parking lot upgrades. According to the applicant, who is representing the Stevens Point Area School District, concerns exist as to providing safe access for bus drivers and parents to pick-up and drop-off students. Currently, the pick-up and drop-off location for both bus drivers and parents are located immediately in front of the school. As part of the plan submittal, the applicant is requesting to create a pick-up/drip-off loop to the west of the school to be used solely for bus traffic, with access off of Sandy Lane. By creating a designated pick-up and drop-off location for buses, it improves the traffic flow of various users within the property and spreads out traffic flow amongst both Sandy Lane and Walter Street during peak travel times (before school and after school).

In 2014, Portage County adopted a [Safe Routes to School Plan](#). The Safe Routes to School Plan is intended to be a guiding document that provides better health and safety measures through educational initiatives, encouragement, engineering measures, enforcement, and plan evaluation. As this request poses significant changes in traffic flow for students, parents, and staff, the submitted plans were reviewed by Public Works Staff for consistency with the Safe Routes to School Plan. Specifically, measures to improve traffic safety were incorporated by aligning the proposed bus pick-up drop-off loop with the intersection of Golla Road and Sandy Lane. Additionally, the applicant has proposed constructing a multi-use path to increase pedestrian accommodations in this area.

Elementary schools are a conditional use within the “R-1” Suburban Single Family Residence District. Therefore, any improvements made or uses proposed to accommodate school-related functions require a conditional use permit.

Ch. 23.02(1)(b)

(3) Conditional Uses

(f) Public and parochial elementary schools



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 18.4-acre property houses Bannach Elementary School.

Findings: The applicant is proposing several improvements, more importantly being the parking lot and access upgrades to the school. While schools are generally a more intense use than other allowed uses on properties zoned for single-family use, 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 nature of the proposed use. Schools are commonly located within residential neighborhoods here in the city. As such, various zoning-related factors are considered when any proposal is reviewed by the City (e.g., traffic, setbacks, screening, etc.). Therefore, the proposed traffic circulation routes were reviewed for consistency with the City's Zoning Code and other adopted plans that apply. Given that this request requires the review for consistency with several adopted codes and plans, staff believes that the applicant's proposal meets this standard.

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

Analysis: The purpose of these improvements is, in part, to provide safe access to individuals traveling to and from Bannach Elementary School.

Findings: Bannach Elementary School has been located on the subject property for several decades. For the requested improvements to be approved, the applicant will be required to obtain proper permits and reviews (e.g., zoning permit for parking lot improvements, Fire Department approval for fire hydrant relocation and Public Works approval for the construction of the multi-use path. Given the reviews that are required, along with the significant size of the property (18.4 acres), staff believes that the proposed improvements better traffic flow to and from the school and should not impact neighboring property values.

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

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

Findings: See standards one and two above. The subject property adjoins properties to the south that are designed for single- and two-family residential uses. Larger-lot single-family residences exist to the north, east and west of Bannach Elementary School and are located within the Town of Hull. As stated before, it is common occurrence in the city that schools are located within residential neighborhoods. Therefore, given that most adjoining parcels are zoned for residential use, staff does not believe that adjoining residential uses will be negatively impacted by the proposal. Therefore, the proposal should not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

4. **The exterior architectural appeal and function plan of any proposed structure will not be in variance with either the exterior architectural appeal and function plan, and scale of the structures already constructed or in**

the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood.

Analysis: The exterior composition of the school is not planned to be altered.

Findings: This standard is met.

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

Analysis: Utility infrastructure currently supports Bannach Elementary School and can handle the planned interior improvements. As stated earlier, City staff is requesting that the proposed bus pick-up drop-off loop be aligned with the intersection of Golla Road and Sandy Lane to better traffic flow during peak travel times. At the request of the Public Works Departments, the Golla Road-Sandy Lane intersection will become a four-way stop and the existing fire hydrant located at the intersection will be relocated to accommodate the request. As mentioned earlier, separating bus and parent pick-up and drop-off locations will improve access to and from the property by equally distributing traffic along Walter Street and Sandy Lane. Lastly, existing stormwater facilities can support the increase in paved surfaced areas as part of this request.

Findings: This standard is met.

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

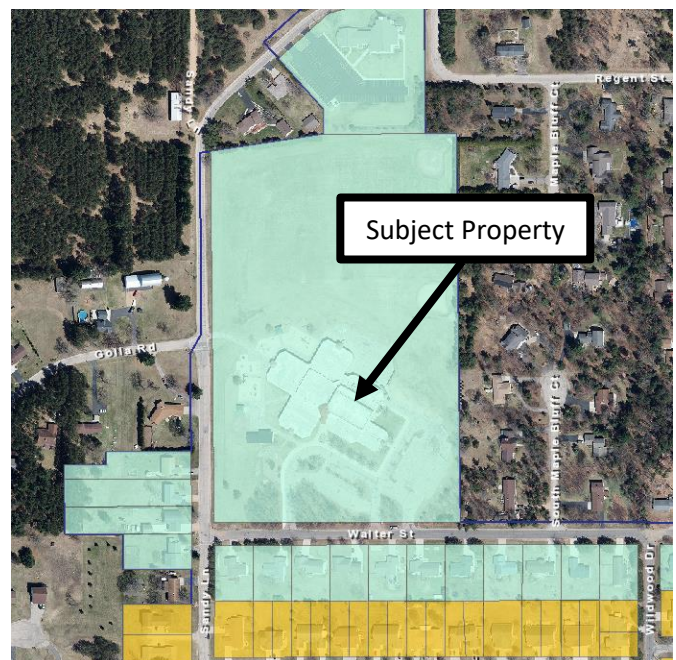
Analysis: The respective area is in an established area of the city with vehicular and pedestrian access off of Walter Street. As part of this project, additional vehicular and pedestrian access points will be constructed along Sandy Lane via the bus loop and the multi-use path.

Findings: Staff believes that this request better distributes traffic within and around the property. 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, any of its components, and/or its environs.

Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified this property for institutional or government use. As stated earlier in this staff report, the subject property is zoned in the "R-1" Suburban Single Family Residential.

	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

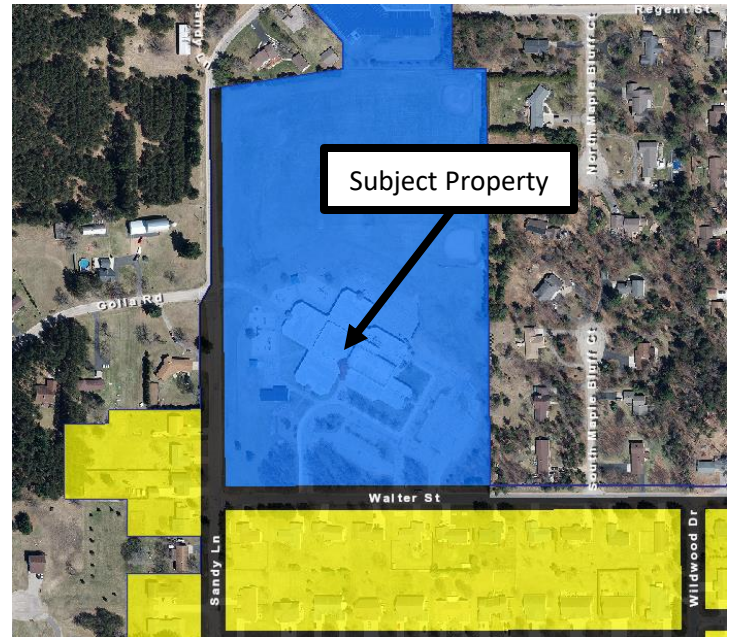


According to the City's Zoning Code, the "R-1" District "is established to provide for neighborhoods of moderate density single family residential land usage and accessory uses. This district is to be located consistent with the City's Comprehensive Plan."

Findings: The proposed improvements meet

the intent of the "R-1" District. While the proposed improvements do not relate to a residential use, public and private schools are commonly located within defined residential neighborhoods. As single- and two-family residential uses surround the property, staff believes that the request meets the land use plan for the property.

Future Land Use



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

Analysis: The conditional use permit is asking to allow for several interior and exterior improvements to Bannach Elementary School.

Findings: The regulations of the "R-1" District are met for the proposed improvements provided the conditional use permit is allowed. Please refer to the site details above in the "background" section and the attached plans.

9. **The proposal will not result in 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 and pedestrian access currently exists off of Walter Street with additional access points off of Sandy Lane being proposed as part of this request.

Findings: This standard is met.

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

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

Analysis: The proposed bus loop, parking lot improvements and traffic controls have been reviewed by the City's Fire Department to ensure that adequate movement of Fire/EMS vehicles exists. As a condition onto this request, the applicant shall work with the Public Works Department to ensure that the multi-use path is constructed appropriate to engineering best practices and with the Fire Marshal to relocate the existing fire hydrant off of Sandy Lane to an approved location.

Findings: This standard is met.

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

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

Analysis: Mechanical equipment uses to support Bannach Elementary School is not expected to be altered to support the proposed improvements.

Findings: This standard is met.

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

Analysis: Additional lighting is not proposed as part of this request.

Findings: This standard is met.

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

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

Findings: The use should not create excessive noise.

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

Analysis: N/A

Findings: N/A

Site 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	Stevens Point Area School District (SPASD)	Contact Name	Lucas Meddaugh
Address	1900 Polk St	Address	4941 Kirschling Ct
City, State, Zip	Stevens Point, WI, 54481	City, State, Zip	Stevens Point, WI, 54481
Telephone	715-345-5456	Telephone	715-340-0883
Fax		Fax	
Email		Email	Lucasm@pobinc.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Chris Budzinski	Owner's Name	
Address	1900 Polk St	Address	
City, State, Zip	Stevens Point, WI, 54481	City, State, Zip	
Telephone	715-345-5433	Telephone	
Fax		Fax	
Email	cbudzins@pointschools.net	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
5400 Walter St, Stevens Point, WI, 54482 (281-24-0826400303)		
Legal Description of Subject Property		
L1 CSM#6208-23-31 EX OL1 CSM#6609-24-132 BNG PRT SW SE S26 T24 R8 18.37AC 277/501;452/428; 452/455;514/952 516/481; 757/28-30-ESMT;769253ESMT		
Designated Future Land Use Category		Current Use of Property
School		School
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)		
Upgrades to the School will start in May of 2022 and continue through August of 2022. The building upgrades include a remodel to kitchen storage and gym storage, as well as HVAC system upgrades. The exterior site improvements include resurfacing the existing asphalt play areas and parking lots/drives. The addition of a drive loop on the west side (Sandy Lane) of the site to accommodate for separation of modes of traffic (bus/cars) and allow additional on-site queuing of student pick-up/drop-off. This will help alleviate the need for cars to be parked on Walter St, thus providing safer site conditions. The current temporary classroom is to be removed and replaced with green space as well.		
How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)		

Bannach Elementary is a large part of the community and the remodels that are proposed will only help the School District continue to provide a high level of service to the community. Additionally, the site has considered the future "Safer Routes to School" Paths and accommodated those plans.

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

Wisconsin DNR Best Management Practices (BMP'S) will be implemented.

Current Zoning Surrounding Subject Property

North:	R1	South:	R1
East:	R1	West:	Town of Hull (Developed as houses)

Current Land Use Surrounding Subject Property

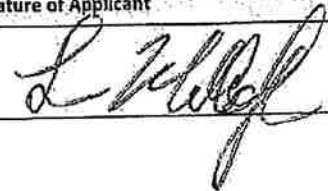
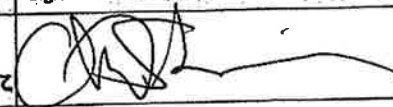
North:	Suburban Single Family Residential	South:	Suburban Single Family Residential
East:	Suburban Single Family Residential	West:	Suburban Single Family Residential

EXHIBITS

Owner Information Sheet	☐	Additional Exhibits If Any:
Letter to District Alderperson	☒	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☐	
Site Plan (designating primary, side, and service street frontages)	☒	
Building Elevations	☐	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
Street Plan with Cross-sections	☐	
Utility Plan	☐	
Landscape Plan (including any equivalent alternative landscaping requests)	☐	
Stormwater Plan	☐	
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
	2-7-2022		2-7-22

03-03-2021

Mary Kneebone
Seventh District Alderperson
Stevens Point, WI 54481

Dear Alderperson Mary Kneebone,

We are the construction management company hired by the Stevens Point Area Public School District to implement building updates at Bannach Elementary School. The purpose of this letter is to notify you that we will be submitting to the City of Stevens Point for a Conditional Use Permit (CUP) for the addition of a new Bus Drive Up Loop along Sandy lane. This project requires the Plan Commission's review and consideration.

A brief summary of the updates we plan to implement to the District Building and Grounds:

A remodel to the Kitchen Storage and Gym Storage to improve capacity and usable space. Additional, upgrades/replacement to the HVAC Ductwork throughout the building and replacing old boilers. We will also be making LED lighting upgrades, and replacing flooring in several areas. This project has no additions, only the remodels outlined in paragraph above. However, the site has safety concerns with the number of parents picking up students from Sandy Ln. We will be modifying the sites traffic patterns by utilizing the existing parking drive up lanes for parent traffic. This will allow more cars to Que on-site rather than along Walter St. In addition, we are planning to remove the temporary classrooms on the South West end of the site and adding a new Drive Up Loop off of Sandy lane. This Drive Up Loop will accommodate approximately seven buss'. This plan should provide less traffic along Sandy Lane and create a safer site before and after school. Considerations for future "Safer Routs to School" Paths have been considered and accommodated as well.

The design and engineering for this project is nearly complete. Construction on Bannach Elementary School is planned to begin May 2022 and continue through August 2022.

Below are some plan graphics of the new Drive Up Loop. Let us know if you have any questions or comments.

Thank you,

Jared Tatro
Program Manager
Nexus Solutions
608-219-6513



Point of Beginning
Civil Engineering
Land Surveying
Landscape Architecture
4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 [Ph]
715.344.9922 [Fax]

GENERAL NOTES:

1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN A LEGAL MANNER EXCEPT FOR THOSE ITEMS NOTED TO BE SALVAGED, WHICH SHOULD BE TURNED OVER TO THE OWNER.
3. INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES FOR PERIMETER PROTECTION PRIOR TO THE START OF DEMOLITION/CONSTRUCTION, IN ACCORDANCE WITH THE LOCAL AND STATE GOVERNING AUTHORITIES.
4. BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO THE BID DATE.
5. COORDINATE WITH THE OWNER AND LOCAL UTILITY COMPANIES TO LOCATE ANY EXISTING UTILITIES ON SITE PRIOR TO THE START OF WORK.
6. ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED, AND/OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR AND INCLUDED IN THE BASE BID CONTRACT.
7. STRIP TOPSOIL WITHIN THE PROJECT LIMITS IN ACCORDANCE WITH THE PROJECT MANUAL SPECIFICATIONS.
8. IF STRIPPED TOPSOIL IS STOCKPILED ON SITE, SILT FENCE SHALL BE INSTALLED AROUND THE BASE OF THE STOCKPILE TO PREVENT SEDIMENT TRANSPORT.
9. PRIOR TO PERFORMING WORK WITHIN PUBLIC RIGHT OF WAYS, NOTIFY AND COORDINATE WORK WITH THE LOCAL MUNICIPALITY.
10. MAINTAIN TRAFFIC CIRCULATION TO ALL RETAIL AND COMMERCIAL BUILDINGS SHOWN ON THIS DOCUMENT. COORDINATE ALL WORK WITH SAID BUSINESSES.
11. MAINTAIN ALL IRRIGATION LINES AND HEADS; REPLACE ANY DAMAGED LINES OR HEADS AT NO COST TO THE OWNER.

KEYNOTES:

- | | | |
|--|--|---|
| 1. SAWCUT EXISTING CONCRETE CURBING | 16. MAINTAIN EXISTING FENCE | 29. SALVAGE AND RETURN SIGN TO OWNER |
| 2. REMOVE EXISTING CONCRETE CURBING | 17. REMOVE/SALVAGE EXISTING FENCE | 30. CAP EXISTING IRRIGATION LINE |
| 3. SAWCUT EXISTING BITUMINOUS PAVEMENT | 18. MAINTAIN EXISTING LANDSCAPE AREA: TREES, SHRUBS, MULCH AND FILTER FABRIC | 31. REMOVE EXISTING IRRIGATION LINE |
| 4. SAWCUT EXISTING CONCRETE WALK | 19. MAINTAIN EXISTING POWER/LIGHT POLE | 32. COORDINATE REMOVAL OF OVERHEAD LINE WITH UTILITY COMPANY |
| 5. MAINTAIN EXISTING CONCRETE WALK | 20. MAINTAIN EXISTING TRANSFORMER BOX | 33. COORDINATE REMOVAL OF POWER/LIGHT POLE WITH UTILITY COMPANY |
| 6. MAINTAIN EXISTING CONCRETE CURBING | 21. MAINTAIN EXISTING ELECTRICAL LINE | 34. REMOVE EXISTING CONCRETE PLAYGROUND BORDER |
| 7. MAINTAIN EXISTING SIGN | 22. MAINTAIN EXISTING IRRIGATION LINE | 35. MAINTAIN EXISTING PLAYGROUND BORDER |
| 8. SALVAGE/REINSTALL EXISTING SIGN | 23. MAINTAIN EXISTING CABLE TV LINE | 36. MAINTAIN EXISTING BENCH/PATIO BLOCKS/OUTDOOR CLASSROOM AREA |
| 9. MAINTAIN EXISTING TREE/VEGETATION | 24. MAINTAIN EXISTING TELEPHONE LINE | 37. REMOVE CHAINLINK FENCE MATERIAL; MAINTAIN FENCE POSTS |
| 10. MAINTAIN EXISTING STORM SEWER STRUCTURE | 25. MAINTAIN EXISTING TELEPHONE BOX | 38. SALVAGE AND RELOCATE MAILBOX |
| 11. MAINTAIN EXISTING SANITARY SEWER STRUCTURE | 26. MAINTAIN EXISTING FIBER OPTIC LINE | 39. SALVAGE AND RELOCATE PLAYGROUND BORDER |
| 12. MAINTAIN EXISTING WATER SERVICE | 27. MAINTAIN EXISTING GAS LINE | 40. RELOCATE EXISTING FIBER OPTIC BOX/MARKER; COORDINATE WITH UTILITY COMPANY |
| 13. RELOCATE EXISTING HYDRANT/VALVES | 28. REMOVAL OF TEMPORARY BUILDING AND REMOVAL OF CONNECTIONS TO EXTERNAL CLASSROOM TO BE COMPLETED BY CONTRACTOR(S); ANY THRU UTILITIES MUST FUNCTION AS INTENDED; EXISTING LANDSCAPE BERM TO BE REMOVED AND RESTORED IN GRASS | |
| 14. MAINTAIN EXISTING STORM SEWER PIPE | | |
| 15. MAINTAIN EXISTING SANITARY SEWER PIPE | | |

DEMOLITION HATCH PATTERNS:

- | | |
|---|--|
| ASPHALT REMOVAL;
MAINTAIN EXISTING BASE | |
| CONCRETE REMOVAL | |
| 2" SURFACE MILL | |
| EXISTING BUILDING TO BE
REMOVED; UTILITIES TO BE
DISCONNECTED PER CITY OF
STEVENS POINT REQUIREMENTS | |
| REMOVAL OF 12" OF EXISTING
CRUSHED AGGREGATE AND
SUBBASE | |

CIVIL SHEET INDEX:

C001 DEMOLITION PLAN
C101 LAYOUT PLAN
C201 GRADING PLAN
C301 UTILITY / EROSION CONTROL PLAN
C401 DETAILS

UTILITY DISCLAIMER:

THE LOCATIONS, SIZES, AND TYPES OF UNDERGROUND PUBLIC AND PRIVATE UTILITIES OR SUBSTRUCTURES SHOWN HEREON WERE OBTAINED FROM VISUAL INSPECTION, FIELD MEASUREMENTS, AND/OR AS-BUILT PLANS. SANITARY SEWER AND STORM SEWER PIPE SIZES, INVERTS, DIRECTION, AND LOCATIONS BETWEEN MANHOLES ARE SUPPLEMENTED BY AS-BUILT PLANS AND/OR ESTIMATED BASED ON FIELD OBSERVATIONS. PRIOR TO CONSTRUCTION IN THE VICINITY OF ANY UTILITIES SHOWN HEREON, IT IS RECOMMENDED THAT THE LOCATIONS, DEPTHS, AND SIZES BE FIELD VERIFIED. THE LOCATIONS SHOWN HEREON ARE ONLY APPROXIMATE, WITH POSSIBILITY THAT ADDITIONAL UTILITY LINES NOT DISCOVERED, OR MARKED, DURING THE SEARCH OF RECORDS AND THE FIELD SURVEY MAY EXIST. ANY CONTRACTOR USING THE INFORMATION SHOWN HEREON IS HEREBY FOREWARNED THAT ANY EXCAVATION UPON THIS SITE MAY RESULT IN THE DISCOVERY OF ADDITIONAL UNDERGROUND UTILITIES NOT SHOWN HEREON. IN GENERAL, UNDERGROUND UTILITY LOCATIONS ARE SHOWN FROM UTILITY MARKINGS, BY OTHERS, AND/OR AS-BUILT PLANS, PROVIDED BY OTHERS. POINT OF BEGINNING MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE EXISTING UTILITIES SHOWN HEREON, AND BELIEVES THAT THE INFORMATION CONTAINED HEREIN IS RELIABLE AND GENERALLY ACCURATE FOR THE PURPOSE INTENDED.

BENCHMARK:

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

BENCHMARK #1
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE NORTH SIDE OF WALTER STREET,
SOUTH OF THE BANNACH ELEMENTARY SCHOOL
BUILDING.
ELEVATION = 1101.63

BENCHMARK #2
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON
HYDRANT
LOCATED ON THE NORTHEAST SIDE OF THE
INTERSECTION OF WALTER STREET AND SANDY LANE.
ELEVATION = 1100.02

BENCHMARK #3
NORTHEAST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE EAST SIDE OF THE INTERSECTION
OF GOLLA ROAD AND SANDY LANE.
ELEVATION = 1098.84

STEVENS POINT AREA PUBLIC SCHOOL DISTRICT
BANNACH ELEMENTARY SCHOOL
BUILDING AND SITE IMPROVEMENTS

BID PACKAGE #18
5400 WALTER STREET
STEVENS POINT, WI 54482

Date	Revision Description
------	----------------------

CONSTRUCTION
DOCUMENTS

DATE	05-18-2021	PROJECT #	W41-PC1
DRAWN BY	LAM	CHECKED BY	DTS

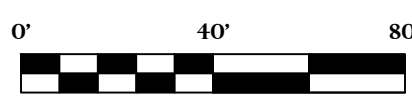
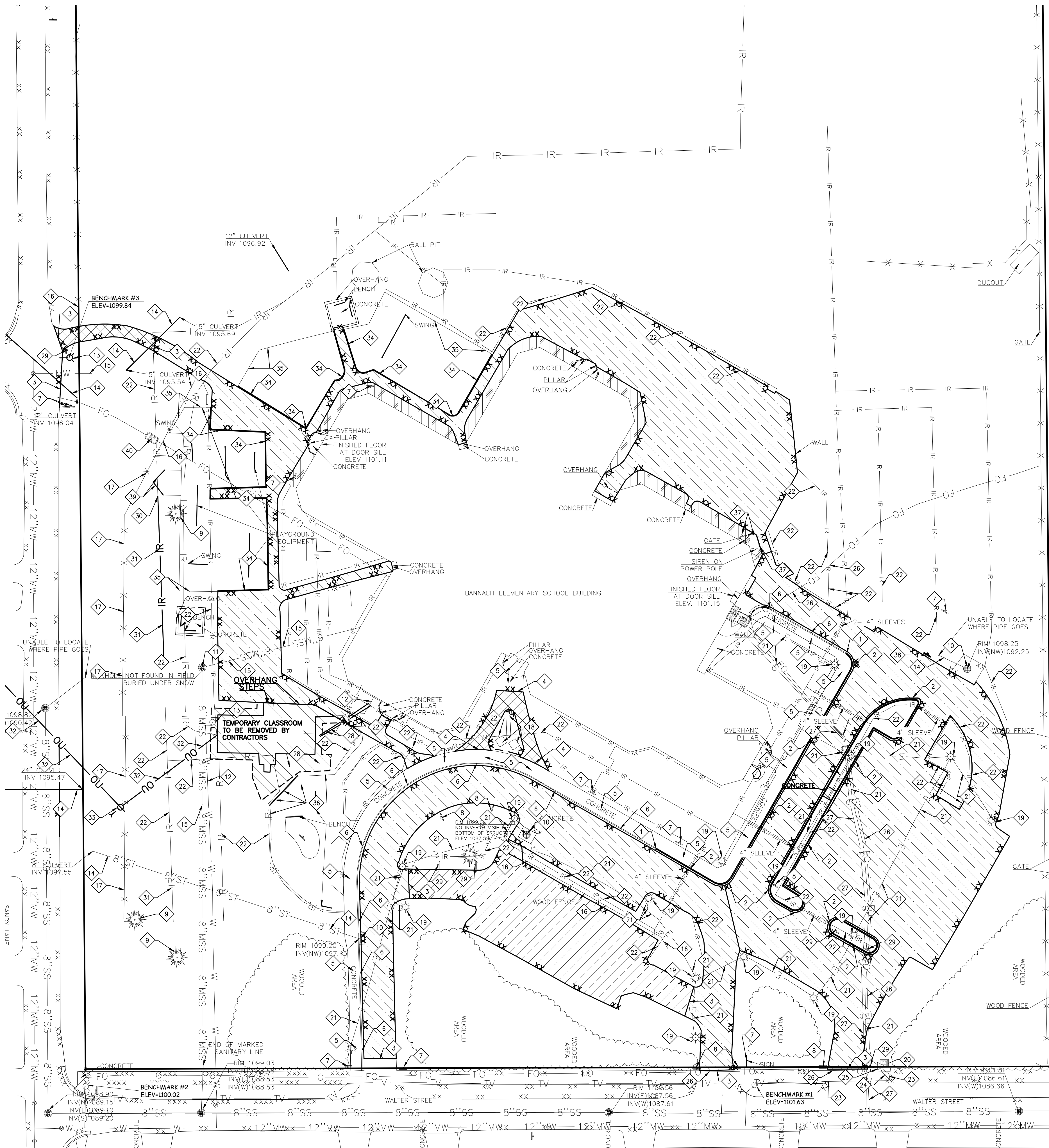
DRAWING TITLE

DEMOLITION PLAN

DRAWING NUMBER

C001

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Point of Beginning
Civil Engineering
Land Surveying
Landscape Architecture
4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 [Ph]
715.344.9922 [Fax]

GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- GRADE, LINE, AND LEVEL TO BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
- ALL REQUIRED EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH LOCAL MUNICIPAL AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
- SEE SHEET C301 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR AND INCLUDED IN THE BASE BID CONTRACT.
- VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO THE BID DATE.
- PRIOR TO STARTING WORK, VERIFY WITH THE LOCAL AUTHORITIES THAT ALL REQUIRED PERMITS HAVE BEEN ACQUIRED.
- COORDINATE CONSTRUCTION IN THE RIGHT OF WAY WITH THE LOCAL AUTHORITIES.
- PROVIDE PROPER BARRICADES, SIGNS, AND TRAFFIC CONTROL TO MAINTAIN THRU TRAFFIC ALONG ADJACENT STREETS IN ACCORDANCE WITH LOCAL MUNICIPAL REQUIREMENTS.
- SIDEWALK JOINTS SHALL BE INSTALLED AS INDICATED OR AS APPROVED BY THE CONSTRUCTION MANAGER.
- ALL CONCRETE SAWCUTS SHALL BE AT AN EXISTING JOINT.
- ALL GENERAL LANDSCAPE AREAS SHALL BE SEED, FERTILIZED, AND CRIMP HAY MULCHED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.

KEYNOTES:

- | | | | |
|--|---------|--|------------|
| 1. THICKENED EDGE WALK | 4 C401 | 13. INSTALL SALVAGED STOP SIGN | 10 C401 |
| 2. 24" CONCRETE CURB & GUTTER | 5 C401 | 14. INSTALLED SALVAGED ONE WAY SIGN | 11 C401 |
| 3. 24" CONCRETE CURB & GUTTER (REJECT) | 5 C401 | 15. INSTALL SALVAGED NO PARKING SIGN | 11 C401 |
| 4. STANDARD CURB TO REJECT CURB TRANSITION POINT | 6 C401 | 16. INSTALL ONE WAY/ PARENT PARKING SIGN | 11 C401 |
| 5. HANDICAP RAMP | 7 C401 | 17. INSTALL SALVAGED 4' CHAINLINK FENCE | 12,13 C401 |
| 6. PARKING LOT STRIPING | 8 C401 | 18. 10' CANTILEVER GATE | 20 C401 |
| 7. DIRECTIONAL ARROW | 7 C401 | 19. SITE LIGHTING; SEE ELECTRICAL PLANS | |
| 8. HANDICAP PARKING STALL | 11 C401 | 20. INSTALL SALVAGED FENCE MATERIAL | |
| 9. INSTALL STAFF/PARENT ENTRANCE ONLY SIGN | 11 C401 | 21. INSTALL MAILBOX PER POST MASTER GENERAL REQUIREMENTS | |
| 10. INSTALL BUS DROP-OFF ENTRANCE ONLY SIGN | 11 C401 | 22. INSTALL HANDICAP PARKING SIGN | 11 C401 |
| 11. EXISTING TREE TO REMAIN | | 23. CONCRETE PLAYGROUND BORDER | 10 C401 |
| 12. DOWEL CURBING TO EXISTING WITH 2-#5 AT 18", EMBEDDED 6" TYP. | | 24. INSTALL 36"x36" STOP SIGN | 21 C401 |

PAVEMENT HATCH PATTERNS:

- | | |
|---|---------|
| PROPOSED 4" ASPHALTIC CONCRETE PAVEMENT W/ 12" BASE COURSE | 1 C401 |
| PROPOSED 4" CONCRETE PAVEMENT | 3 C401 |
| PROPOSED 3" ASPHALTIC CONCRETE W/ EXISTING BASE | 12 C401 |
| PROPOSED 4" ASPHALTIC CONCRETE W/ EXISTING BASE COURSE | 12 C401 |
| PROPOSED 3.5" ASPHALTIC CONCRETE PAVEMENT W/ EXISTING BASE COURSE | 12 C401 |
| 2" ASPHALTIC SURFACE | 1 C401 |
| PROPOSED 3" ASPHALTIC CONCRETE W/ 8" BASE COURSE | 22 C401 |
| LIGHT RIPRAP W/ FILTER FABRIC | 23 C401 |

UTILITY DISCLAIMER:

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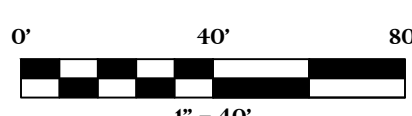
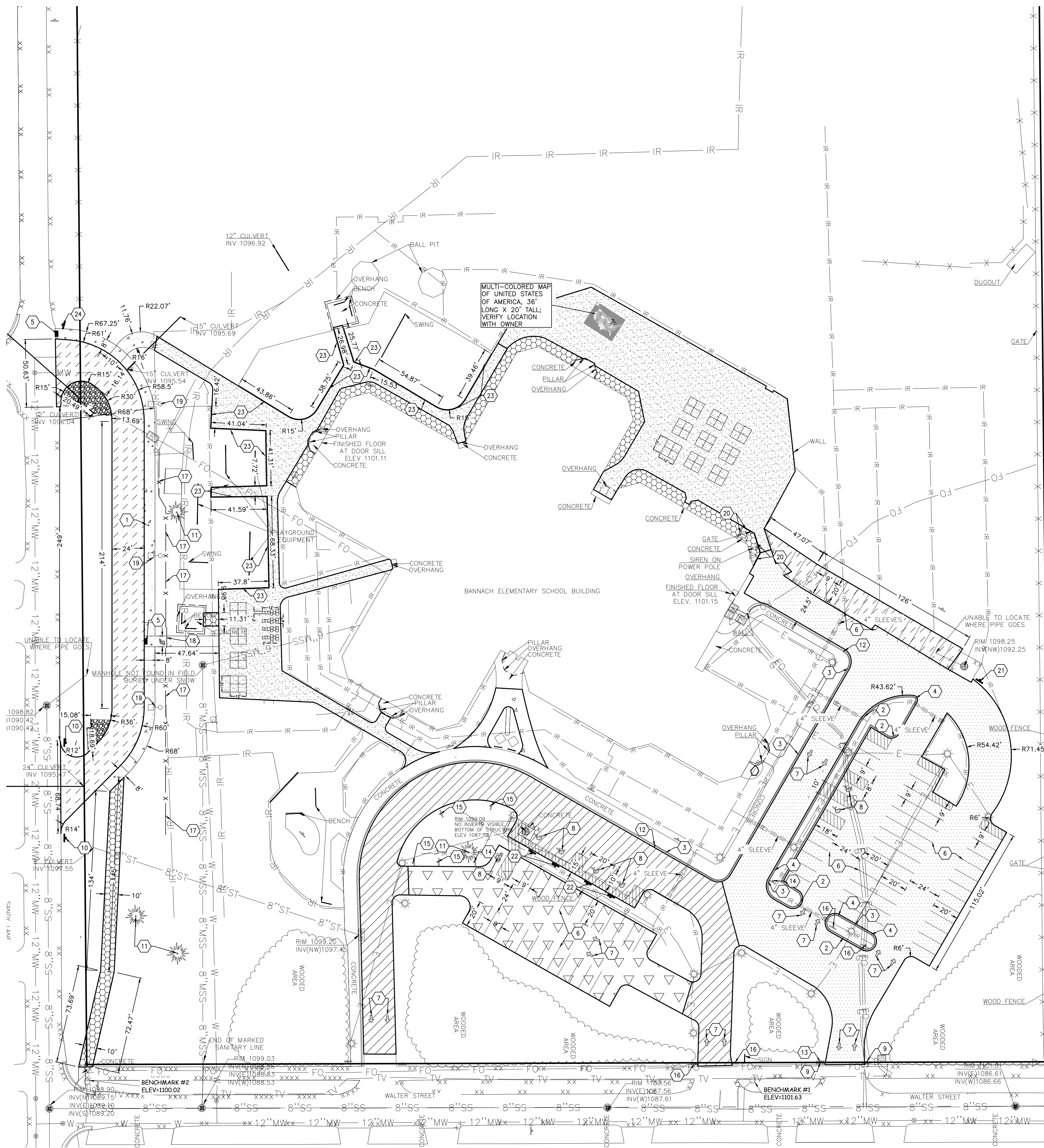
BENCHMARK:

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

BENCHMARK #1
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE NORTH SIDE OF WALTER STREET,
SOUTH OF THE BANNACH ELEMENTARY SCHOOL
BUILDING.
ELEVATION = 1101.63

BENCHMARK #2
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON
HYDRANT
LOCATED ON THE NORTHEAST SIDE OF THE
INTERSECTION OF WALTER STREET AND SANDY LANE.
ELEVATION = 1100.02

BENCHMARK #3
NORTHEAST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE EAST SIDE OF THE INTERSECTION
OF GOLLA ROAD AND SANDY LANE.
ELEVATION = 1098.84



STEVENS POINT AREA PUBLIC SCHOOL DISTRICT BANNACH ELEMENTARY SCHOOL BUILDING AND SITE IMPROVEMENTS

BID PACKAGE #18
5400 WALTER STREET
STEVENS POINT, WI 54482

Date	Revision Description

CONSTRUCTION DOCUMENTS

DATE	05-18-2021	PROJECT #	W41-PC1
DRAWN BY	LAM	CHECKED BY	DTS

DRAWING TITLE

LAYOUT PLAN

DRAWING NUMBER

C101

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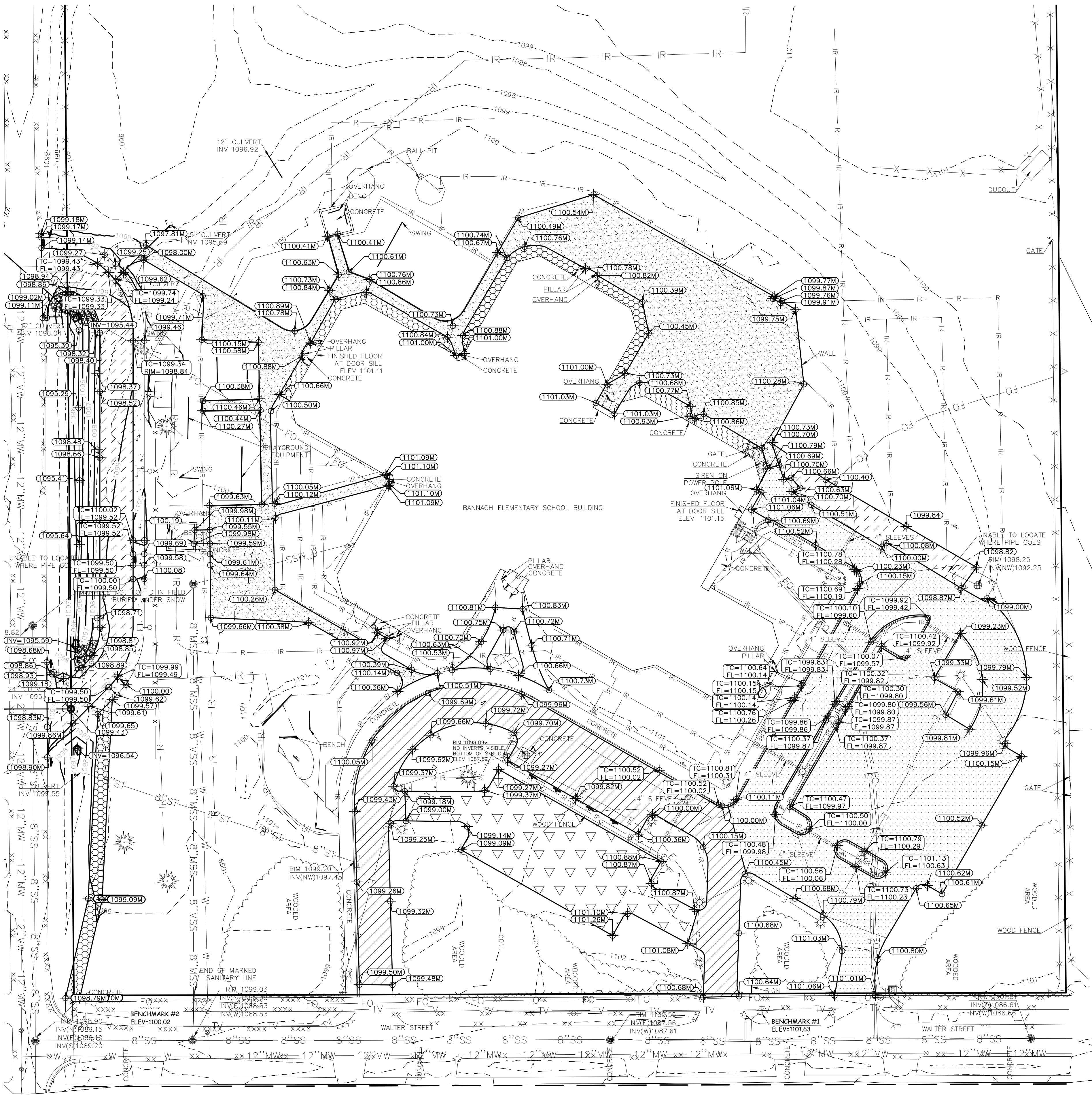
NEXUS
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MADISON, WI
MILWAUKEE, WI
MAPLE GROVE, MN

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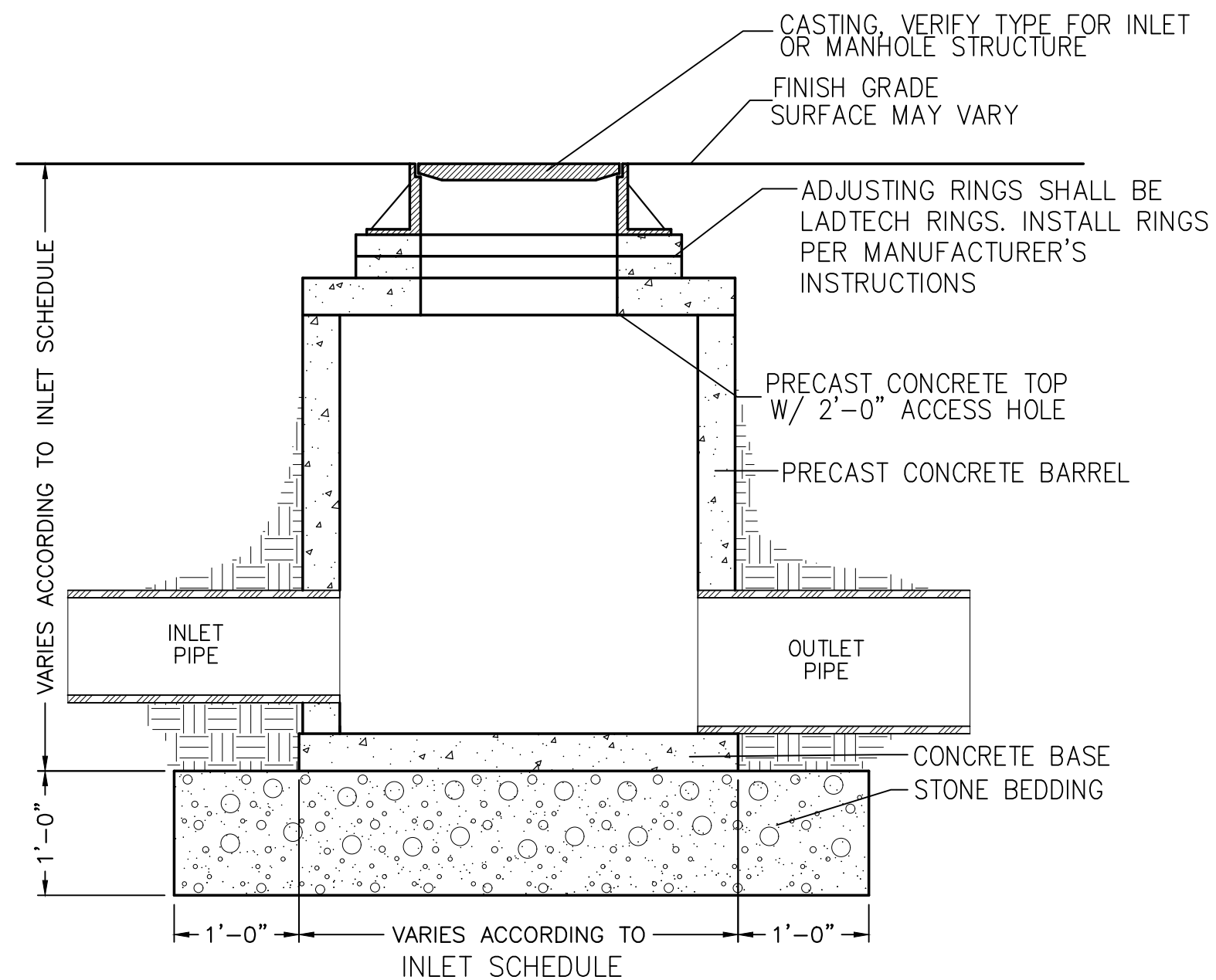
POB

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Civil Engineering
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Landscape Architecture
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Stevens Point, WI 54481
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715.344.9922 (Fax)



- GENERAL NOTES:**
- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
 - THE PROPOSED SITE PLAN FINISH FLOOR ELEVATION OF 1101.15 EQUALS THE PROPOSED BUILDING ARCHITECTURAL FINISH FLOOR ELEVATION OF 100.00'.
 - GRADE, LINE, AND LEVEL SHALL BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
 - INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES IN ACCORDANCE WITH LOCAL MUNICIPAL AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
 - 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LAWN AREAS AND 12" SHALL BE PROVIDED IN ALL PLANTING BED AREAS.
 - SEE SHEET C301 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
 - ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED, AND/OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR AND INCLUDED IN THE BASE BID CONTRACT.
 - COORDINATE ALL EARTHWORK ACTIVITIES WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
 - PROVIDE RIP RAP AT ALL CULVERT ENDWALL STRUCTURES TO PREVENT WASHOUT AND EROSION.
 - INSTALL WisDOT TYPE HR FILTER FABRIC BENEATH UNDER RIP RAP.
 - EXCESS TOPSOIL SHALL BE REMOVED FROM SITE, UNLESS OTHERWISE DIRECTED BY THE OWNER. COORDINATE WITH OWNER FOR LOCATION OF STOCKPILE IF THE OWNER CHOOSES TO SALVAGE EXCESS TOPSOIL FOR FUTURE USE. SILT FENCE SHALL BE PLACED AROUND STOCKPILE.
 - ALL TESTING AND INSPECTION SHALL BE DONE IN ACCORDANCE WITH SPS 382.21.
 - THE LOCAL MUNICIPALITY SHALL BE CONTACTED PRIOR TO ANY EXCAVATION IN THE PUBLIC RIGHT-OF-WAY.
 - THE CONTRACTOR SHALL HAVE HIS TRAFFIC CONTROL PLAN APPROVED PRIOR TO WORK COMMENCING.
 - THE LOCAL MUNICIPALITY SHALL OPERATE ALL EXISTING WATER VALVES IF NEEDED.
 - GRADES AT BUILDING EDGE SHALL BE 6" BELOW FINISHED FLOOR ELEVATION EXCEPT AT DOOR WAY ENTRANCES OR UNLESS OTHERWISE NOTED.

- GRADING LEGEND:**
- EXISTING CONTOUR 712
 - PROPOSED CONTOUR 712
 - PROPOSED SPOT ELEVATION 632.720
 - PROPOSED ENDWALL INVERT ELEVATION INV=592.400
 - PROPOSED TOP OF CURB ELEVATION 1003.500
 - PROPOSED FLOW LINE ELEVATION 1003.500
 - PROPOSED MATCH ELEVATION (CONTRACTOR TO VERIFY) 632.705
 - PROPOSED ENDWALL STRUCTURE WITH RIP RAP
 - PROPOSED STORM SEWER MANHOLE



CONCRETE STORM MANHOLE

UTILITY DISCLAIMER:

THE LOCATIONS, SIZES, AND TYPES OF UNDERGROUND PUBLIC AND PRIVATE UTILITIES OR SUBSTRUCTURES SHOWN HEREON WERE OBTAINED FROM VISUAL INSPECTION, FIELD MEASUREMENTS, AND/OR AS-BUILT PLANS. SANITARY SEWER AND STORM SEWER PIPE SIZES, INVERTS, DIRECTION, AND LOCATIONS BETWEEN MANHOLES ARE SUPPLEMENTED BY AS-BUILT PLANS AND/OR ESTIMATED BASED ON FIELD OBSERVATIONS. PRIOR TO CONSTRUCTION IN THE VICINITY OF ANY UTILITIES SHOWN HEREON, IT IS RECOMMENDED THAT THE LOCATIONS, DEPTHS, AND SIZES BE FIELD VERIFIED. THE LOCATIONS SHOWN HEREON ARE ONLY APPROXIMATE, WITH POSSIBILITY THAT ADDITIONAL UTILITY LINES NOT DISCOVERED, OR MARKED, DURING THE SEARCH OF RECORDS AND THE FIELD SURVEY MAY EXIST. ANY CONTRACTOR USING THE INFORMATION SHOWN HEREON IS HEREBY FOREWARNED THAT ANY EXCAVATION UPON THIS SITE MAY RESULT IN THE DISCOVERY OF ADDITIONAL UNDERGROUND UTILITIES NOT SHOWN HEREON. IN GENERAL, UNDERGROUND UTILITY LOCATIONS ARE SHOWN FROM UTILITY MARKINGS; BY OTHERS, AND/OR AS-BUILT PLANS, PROVIDED BY OTHERS. POINT OF BEGINNING MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO EXISTING UTILITIES SHOWN HEREON, AND BELIEVES THAT THE INFORMATION CONTAINED HEREIN IS RELIABLE AND GENERALLY ACCURATE FOR THE PURPOSE INTENDED.

BENCHMARK:

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

BENCHMARK #1
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE NORTH SIDE OF WALTER STREET,
SOUTH OF THE BANNACH ELEMENTARY SCHOOL
BUILDING.
ELEVATION = 1101.63

BENCHMARK #2
NORTHEAST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE NORTHEAST SIDE OF THE
INTERSECTION OF WALTER STREET AND SANDY LANE.
ELEVATION = 1100.02

BENCHMARK #3
NORTHEAST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE EAST SIDE OF THE INTERSECTION
OF GOLLA ROAD AND SANDY LANE.
ELEVATION = 1099.84

STEVENS POINT AREA PUBLIC SCHOOL DISTRICT
BANNACH ELEMENTARY SCHOOL
BUILDING AND SITE IMPROVEMENTS

BID PACKAGE #18
5400 WALTER STREET
STEVENS POINT, WI 54482

Date	Revision Description

CONSTRUCTION DOCUMENTS			
DATE	05-18-2021	PROJECT #	W41-PC1
DRAWN BY	LAM	CHECKED BY	DTS

DRAWING TITLE

GRADING PLAN

DRAWING NUMBER

C201

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STORM SCHEDULE

MH#1	EW #1	EW #2	EW #3
INV. N 1095.47 INV. S 1095.47 INV. W 1095.47 (EXISTING)	INV. 1096.54	INV. 1095.58	INV. 1095.44
DEPTH 3.96			
48" I.D. PRECAST MANHOLE W/ NEENAH R-2090 CASTING W/ SOLID COVER			

GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- NOTIFY THE LOCAL MUNICIPALITY AT LEAST 2 WORKING DAYS PRIOR TO THE START OF SOIL DISTURBING ACTIVITIES.
- INSTALL ALL TEMPORARY EROSION CONTROL ELEMENTS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL ACTIVITIES SHALL BE CONDUCTED IN A LOGICAL SEQUENCE TO MINIMIZE THE AMOUNT OF BARE SOIL EXPOSED AT ANY ONE TIME. MAINTAIN EXISTING VEGETATION AS LONG AS POSSIBLE.
- 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.
- 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.
- 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.
- WASTE MATERIAL THAT IS GENERATED ON THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO RUN INTO RECEIVING WATERS.
- EROSION CONTROL DEVICES DESTROYED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE END OF EACH WORK DAY.
- 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.
- 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.
- IF SEDIMENT LADEN WATER NEEDS TO BE REMOVED FROM THE SITE, FILTER BAGS OR SCREENING SHALL BE USED IN ACCORDANCE WITH WI DNR TECHNICAL STANDARD 1061 TO PREVENT SEDIMENT DISCHARGE TO THE MAXIMUM EXTENT PRACTICABLE.
- COORDINATE ALL EARTHWORK ACTIVITIES WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
- PROVIDE RIP RAP AT ALL CULVERT ENDWALL STRUCTURES TO PREVENT WASHOUT AND EROSION.
- INSTALL WISDOT TYPE HR FILTER FABRIC BENEATH UNDER RIP RAP.
- IF BARE SOIL IS EXPOSED DURING THE WINTER MONTHS, STABILIZATION BY MULCHING OR ANIONIC POLYACRYLAMIDE SHALL OCCUR PRIOR TO SNOWFALL OR GROUND FREEZE.
- SILT FENCE SHALL BE INSTALLED AROUND THE TOPSOIL STOCKPILE.
- 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 IN THE CONSTRUCTION SPECIFICATIONS.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR.
- COORDINATE ALL WORK WITHIN THE PUBLIC RIGHT OF WAY WITH THE LOCAL MUNICIPALITY.
- THE MUNICIPALITY SHALL BE CONTACTED PRIOR TO ANY EXCAVATION IN THE PUBLIC RIGHT-OF-WAY, AND PRIOR TO CONNECTING SANITARY SEWER AND WATER LATERALS TO THE PUBLIC MAINS.
- THE CONTRACTOR SHALL HAVE A TRAFFIC CONTROL PLAN APPROVED PRIOR TO WORK COMMENCING.

UTILITY / EROSION CONTROL LEGEND:

EXISTING CONTOUR	888
PROPOSED CONTOUR	888
PROPOSED STORM SEWER	X"ST
PROPOSED WATER MAIN	W
PROPOSED SILT FENCE	15 C401
PROPOSED INLET PROTECTION	14 C401
EROSION CONTROL BLANKET	18 C401
ROCK CONSTRUCTION ENTRANCE	19 C401
TEMPORARY DITCH CHECK	17 C401
PROPOSED ENDWALL STRUCTURE WITH RIP RAP	16 C401
PROPOSED ENDWALL STRUCTURE WITHOUT RIP RAP	16 C401
RELOCATED EXISTING HYDRANT ASSEMBLY	

EROSION CONTROL SEQUENCING:

- INSTALL PERIMETER EROSION CONTROL
- BEGIN DEMOLITION
- BEGIN ROUGH GRADING AND UTILITY INSTALLATION
- DURING GRADING ACTIVITIES EXISTING GRASS AND VEGETATION, TO BE REMOVED, SHALL REMAIN IN PLACE FOR AS LONG AS POSSIBLE TO AVOID SEDIMENT TRANSPORT.
- TEMPORARY STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS.
- FINAL STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING ACTIVITIES CEASE AND FINAL GRADE HAS BEEN REACHED ON ANY PORTION OF THE SITE.
- 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.

UTILITY DISCLAIMER:

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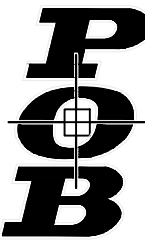
BENCHMARK:

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

BENCHMARK #1
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE NORTH SIDE OF WALTER STREET,
SOUTH OF THE BANNACH ELEMENTARY SCHOOL
BUILDING.
ELEVATION = 1101.63

BENCHMARK #2
NORTH/NORTHWEST FLANGE BOLT (TAG BOLT) ON
HYDRANT
LOCATED ON THE NORTHEAST SIDE OF THE
INTERSECTION OF WALTER STREET AND SANDY LANE.
ELEVATION = 1100.02

BENCHMARK #3
NORTHEAST FLANGE BOLT (TAG BOLT) ON HYDRANT
LOCATED ON THE EAST SIDE OF THE INTERSECTION
OF COLLA ROAD AND SANDY LANE.
ELEVATION = 1099.84



Point of Beginning
Civil Engineering
Land Surveying
Landscape Architecture
4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 (Ph)
715.344.9922 (Fax)

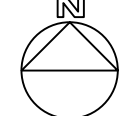
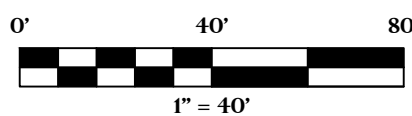
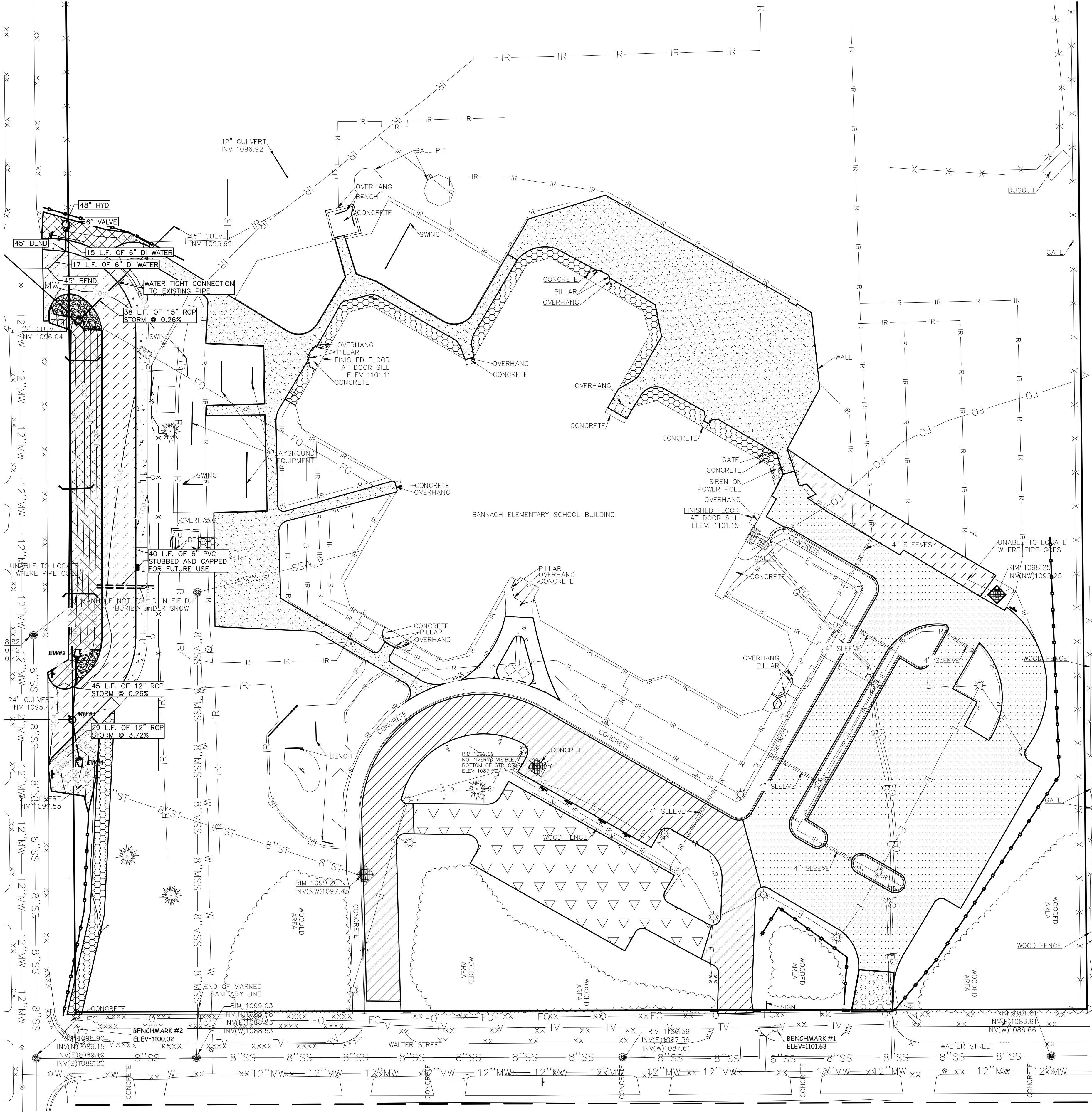
STEVENS POINT AREA PUBLIC SCHOOL DISTRICT
BANNACH ELEMENTARY SCHOOL
BUILDING AND SITE IMPROVEMENTS

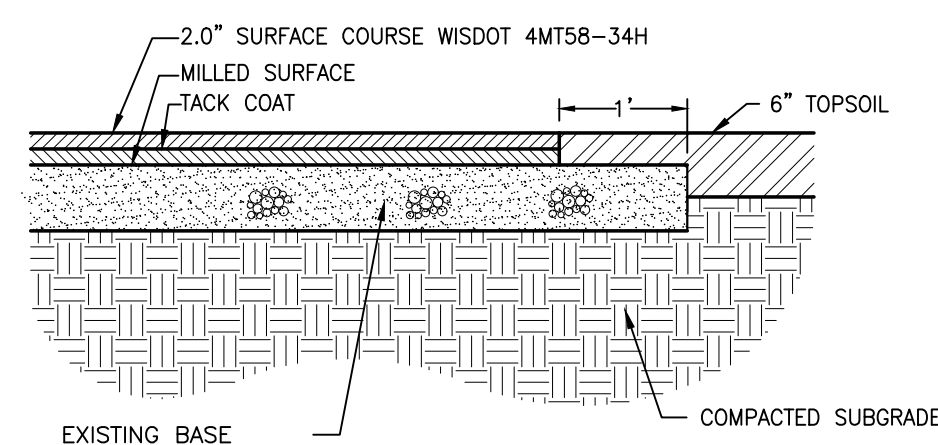
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5400 WALTER STREET
STEVENS POINT, WI 54482

Date	Revision Description

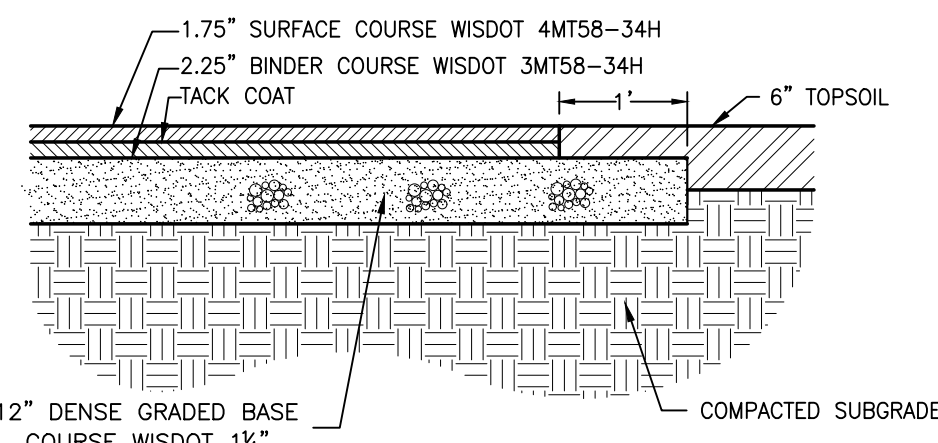
CONSTRUCTION DOCUMENTS		
DATE	05-18-2021	PROJECT # W41-PC1
DRAWN BY	LAM	CHECKED BY DTS

DRAWING TITLE
UTILITY / EROSION CONTROL PLAN
DRAWING NUMBER
C301
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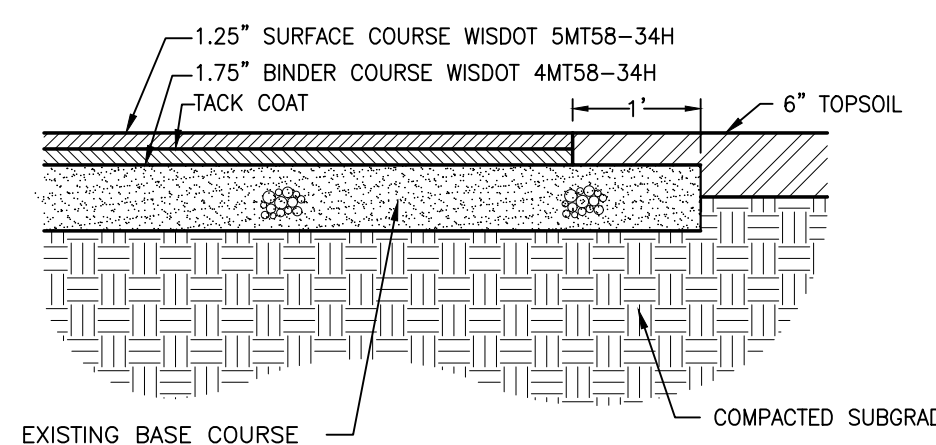
2.0" PAVEMENT



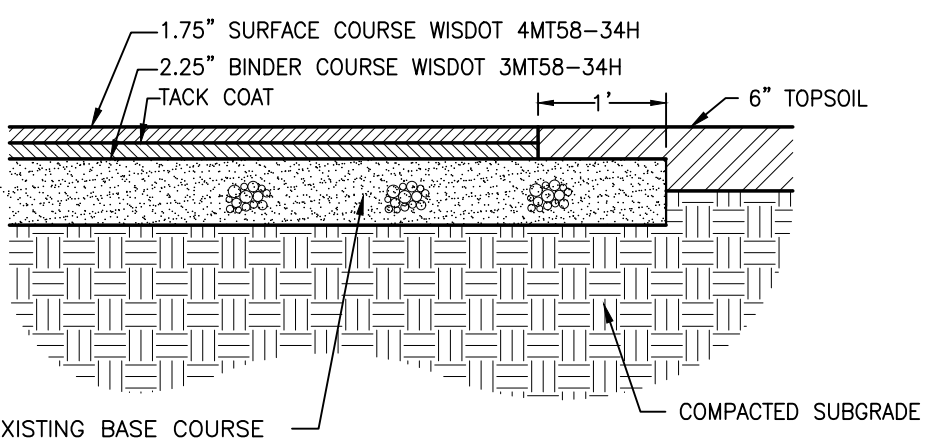
4.0" PAVEMENT W/ VIRGIN BASE

ASPHALT PAVEMENT

1
C401



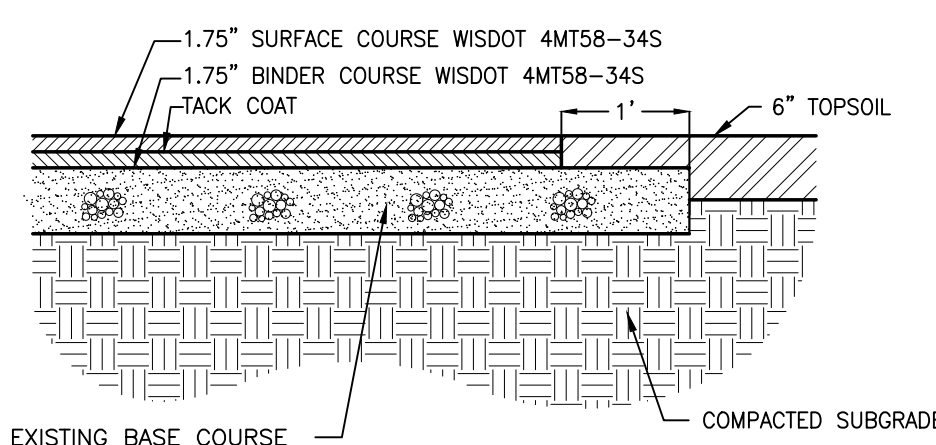
3.0" PAVEMENT W/ EXISTING BASE



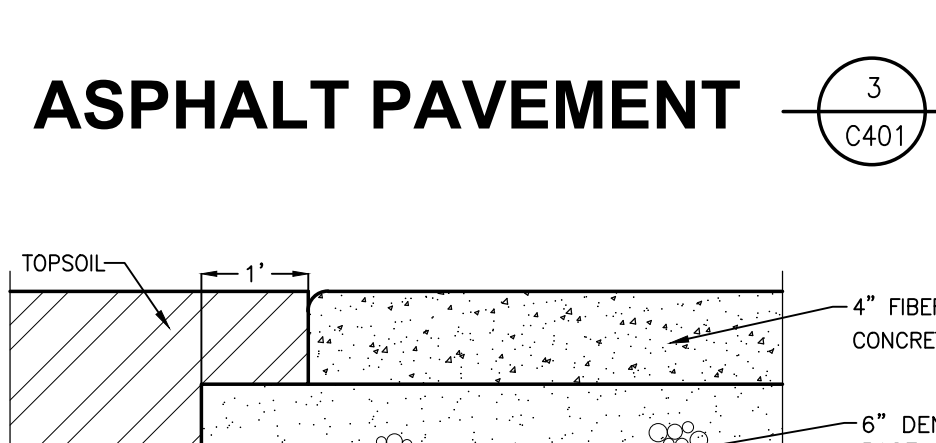
4.0" PAVEMENT W/ EXISTING BASE

ASPHALT PAVEMENT

2
C401



3.5" PAVEMENT W/ EXISTING BASE

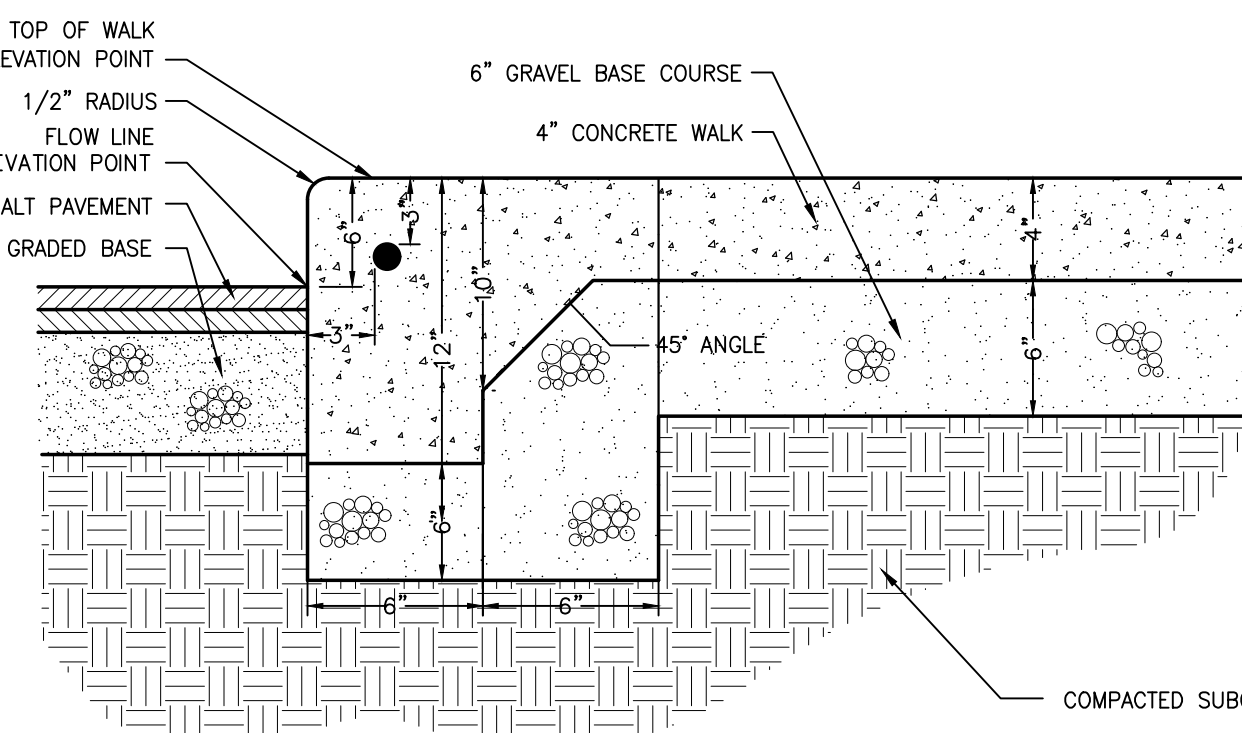


ASPHALT PAVEMENT

3
C401

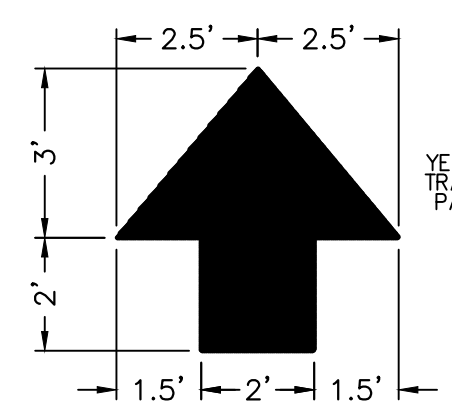
CONCRETE SIDEWALK

4
C401



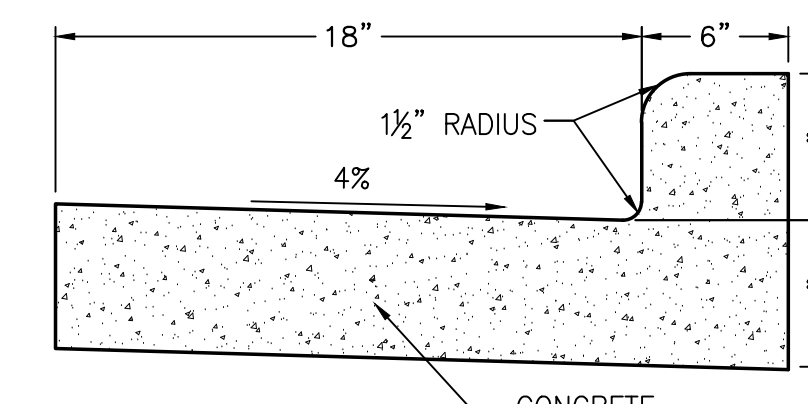
THICKENED EDGE WALK

5
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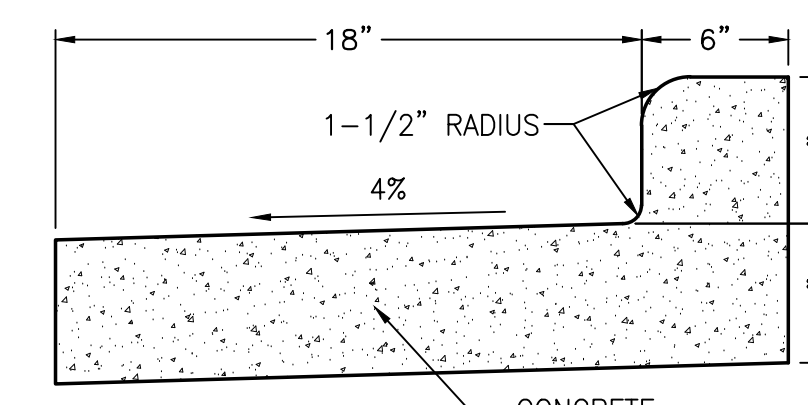


DIRECTIONAL ARROWS

6
C401



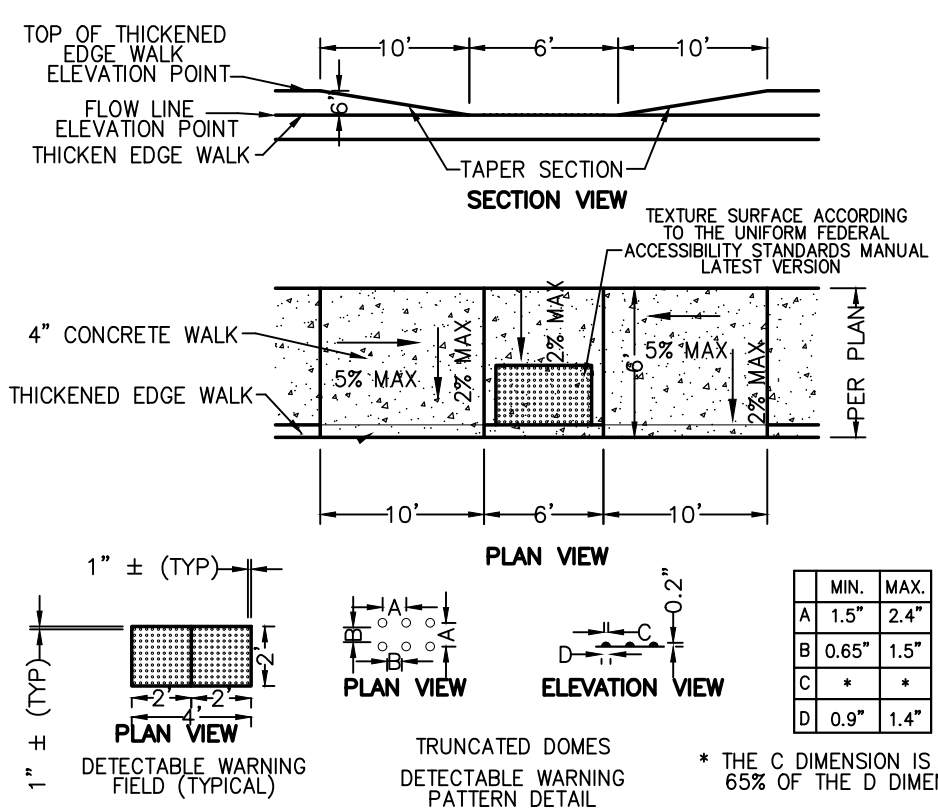
STANDARD GUTTER



REJECT GUTTER

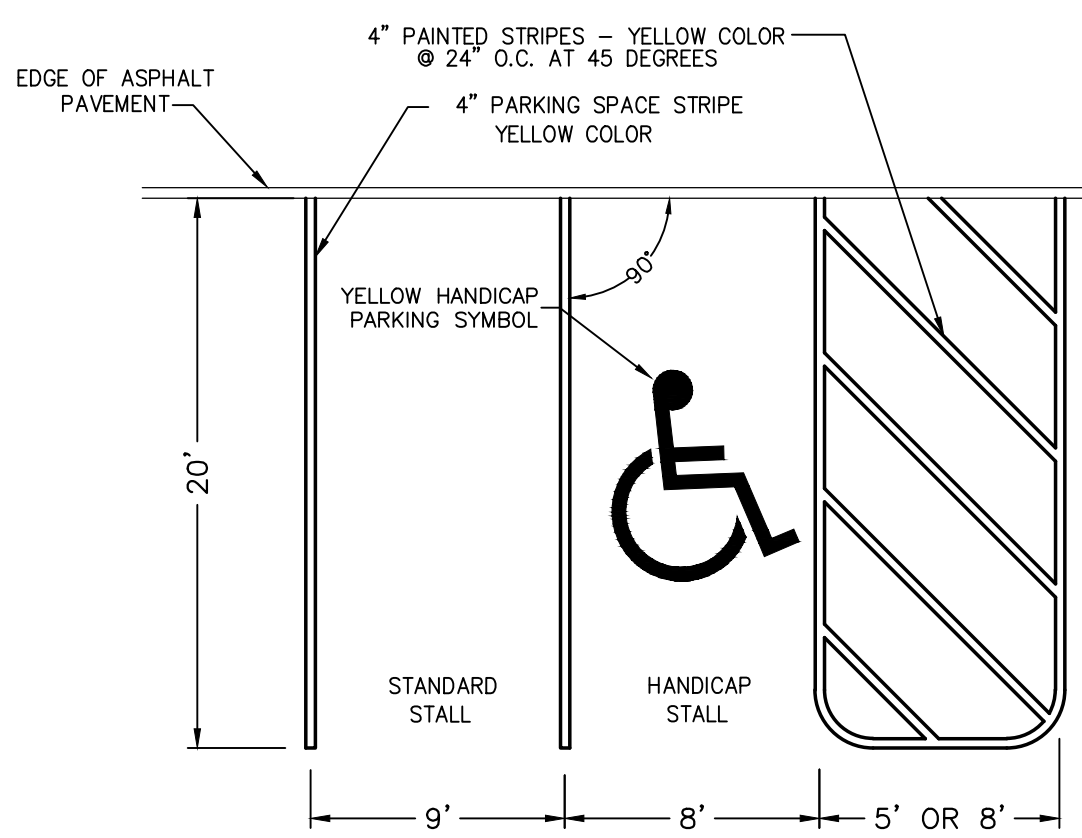
24" CURB AND GUTTER

7
C401



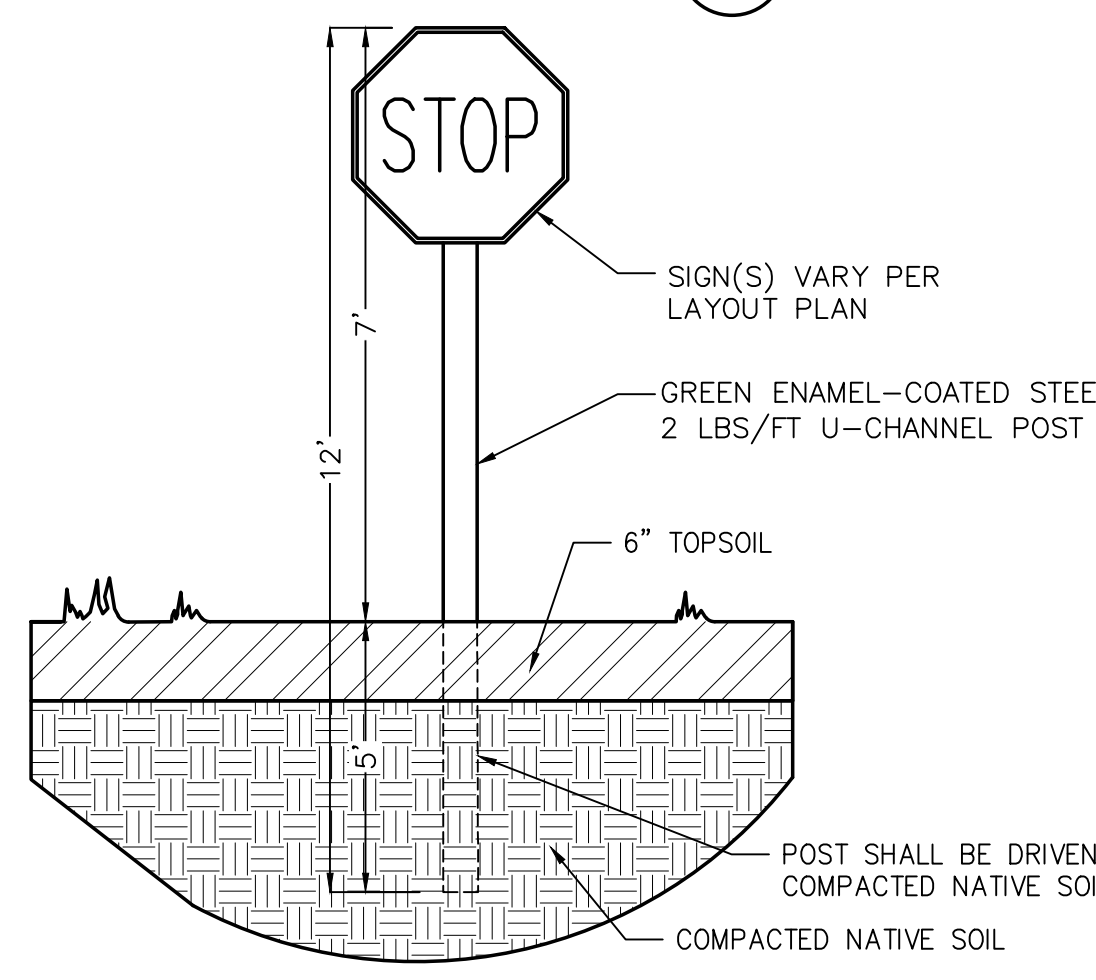
A.D.A. CURB RAMP

8
C401



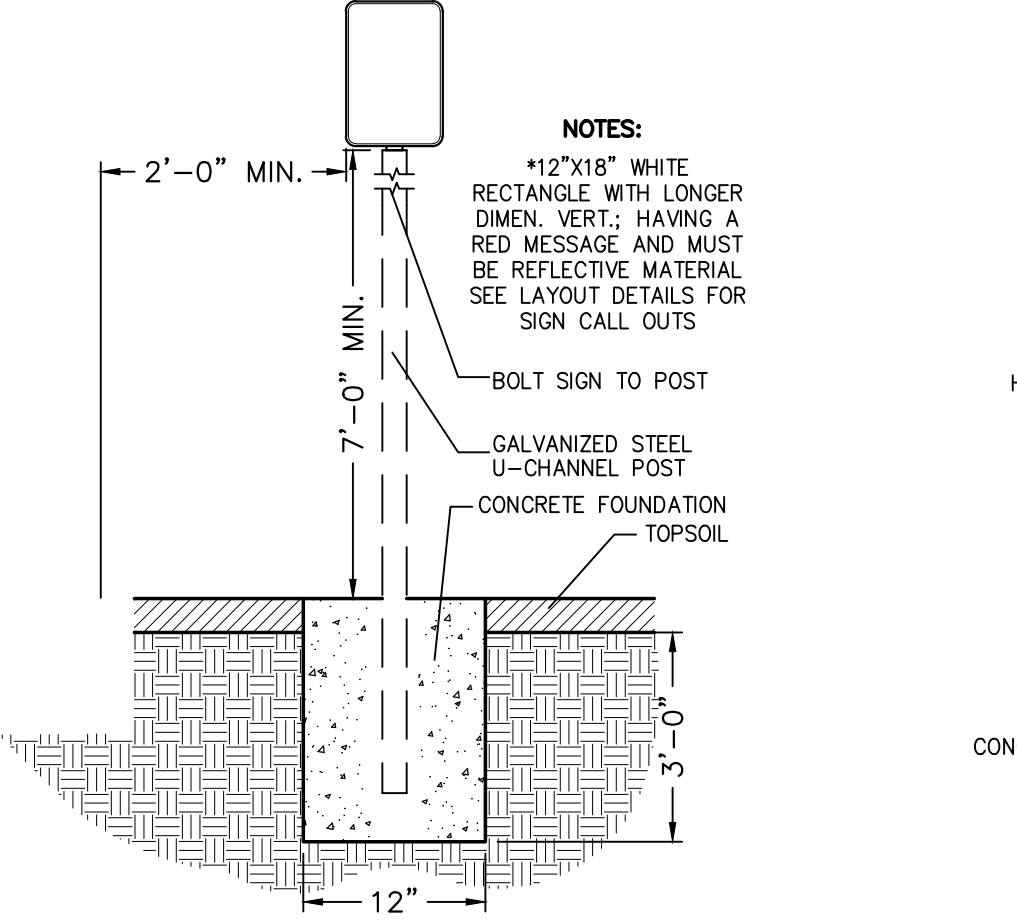
PARKING LOT STRIPING

9
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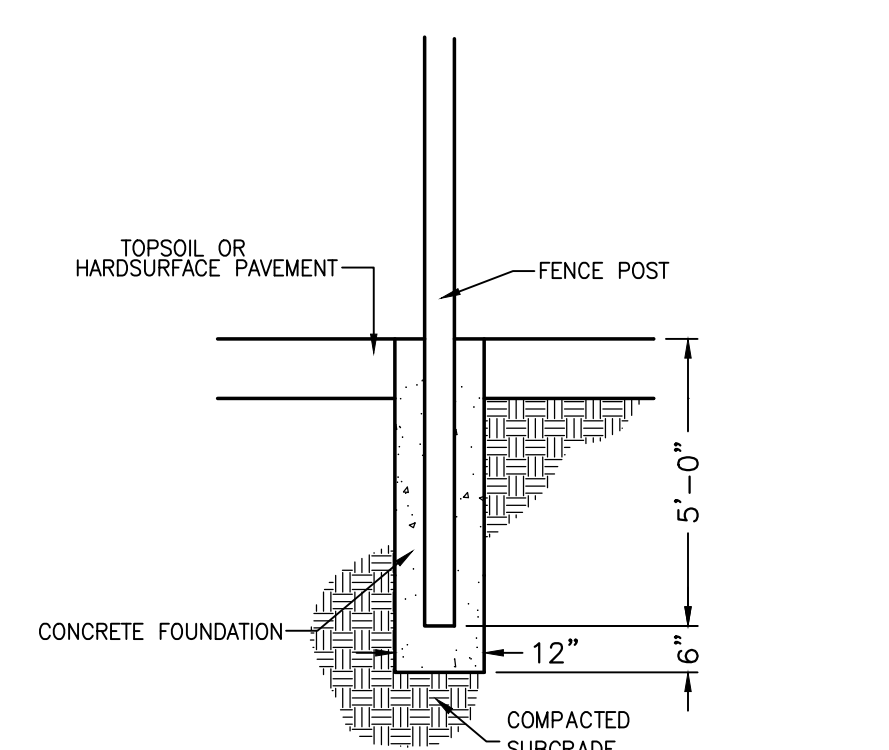
STANDARD SIGN INSTALLATION

10
C401



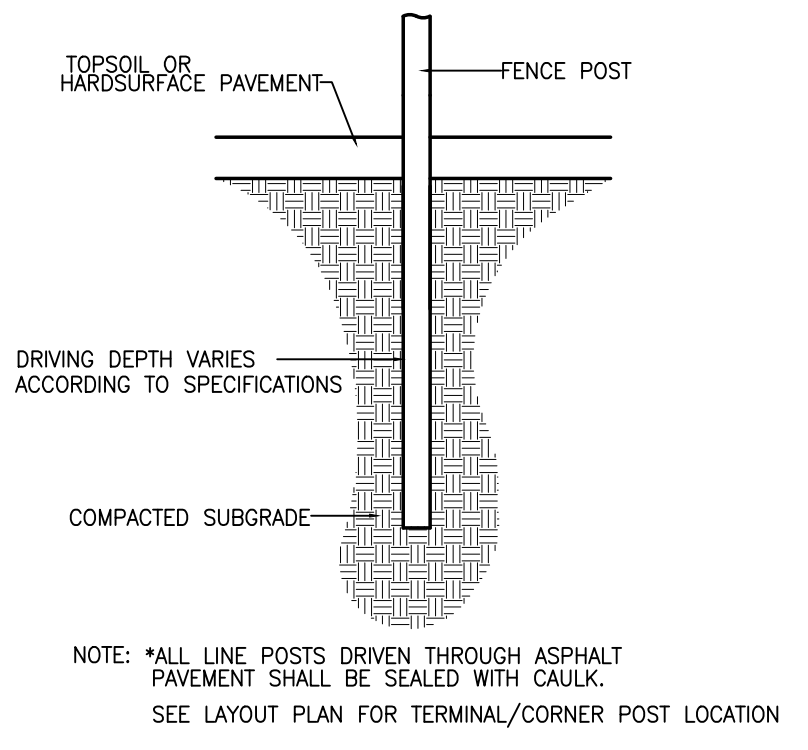
SIGN INSTALLATION

11
C401



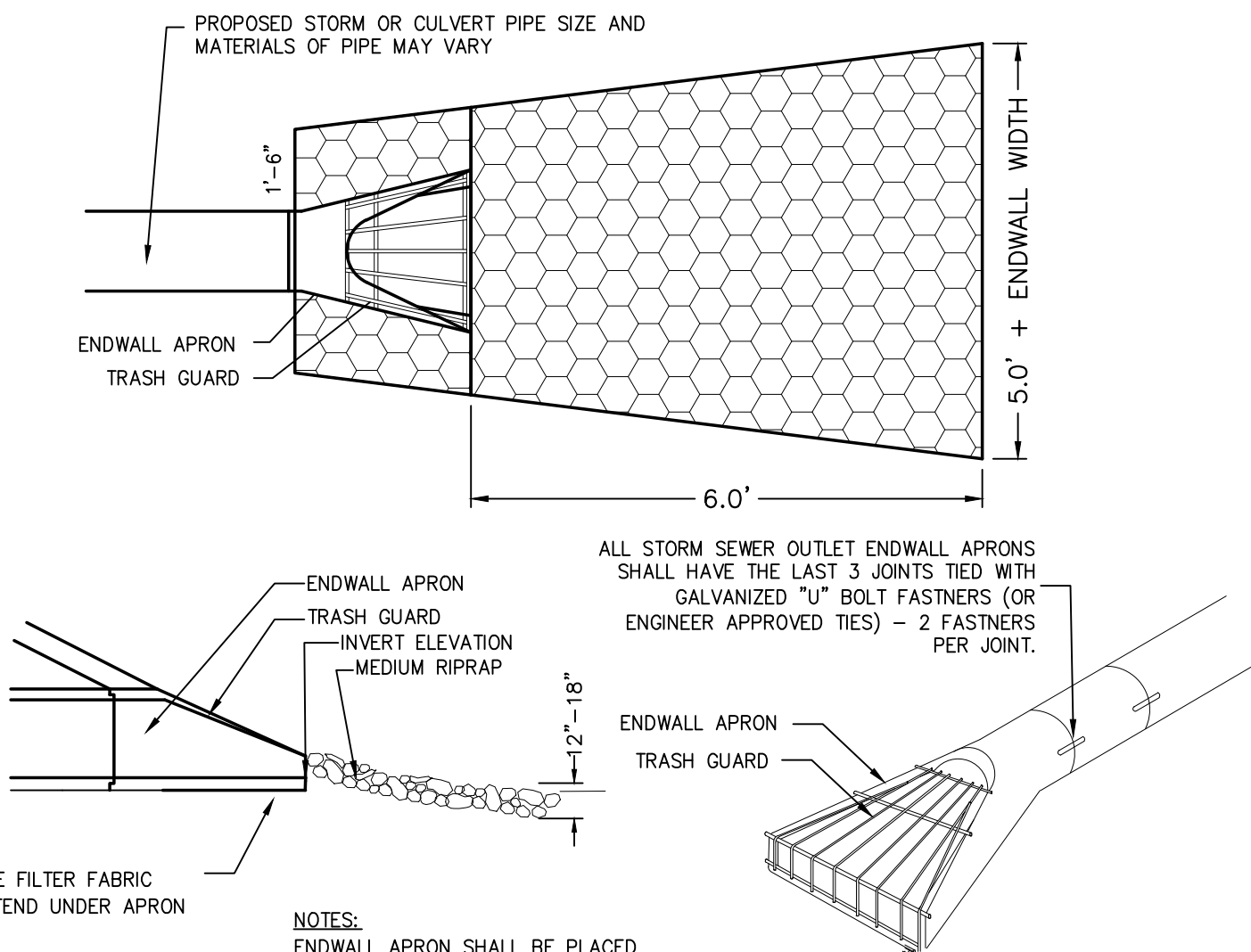
TERMINAL/CORNER FENCE POST

12
C401



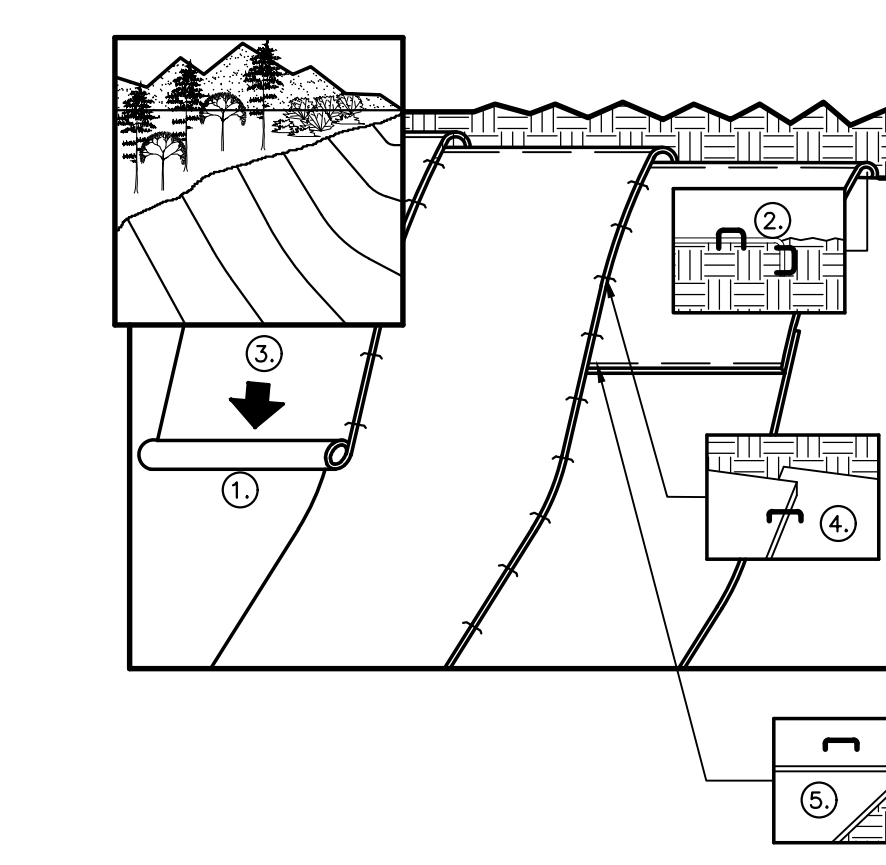
DRIVEN LINE POST

13
C401



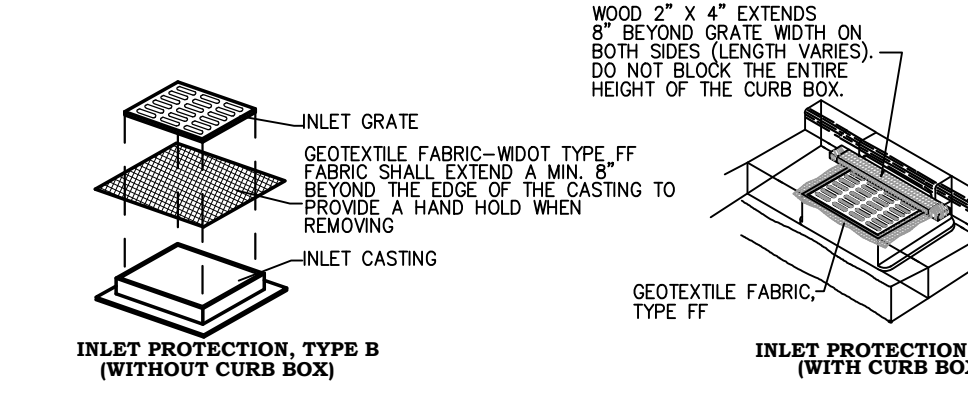
ENDWALL STRUCTURE

14
C401



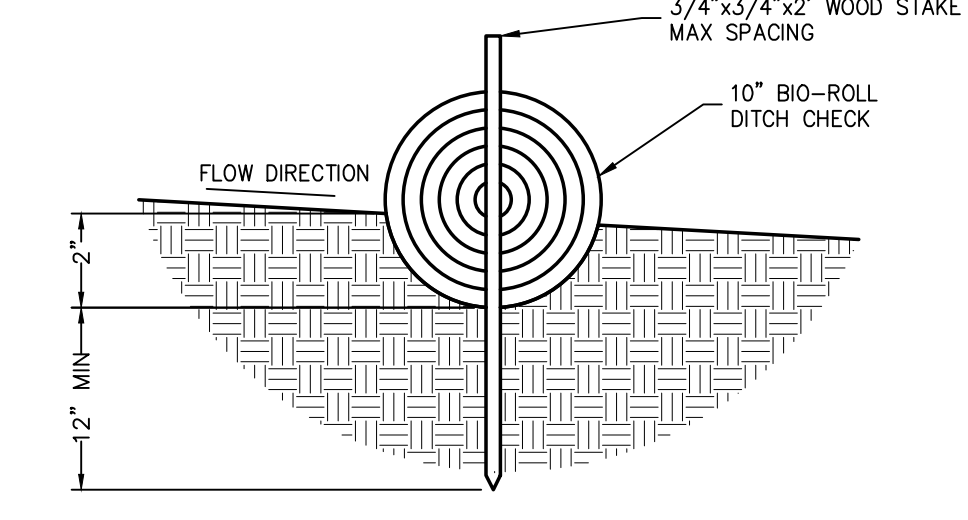
EROSION CONTROL BLANKETS

15
C401



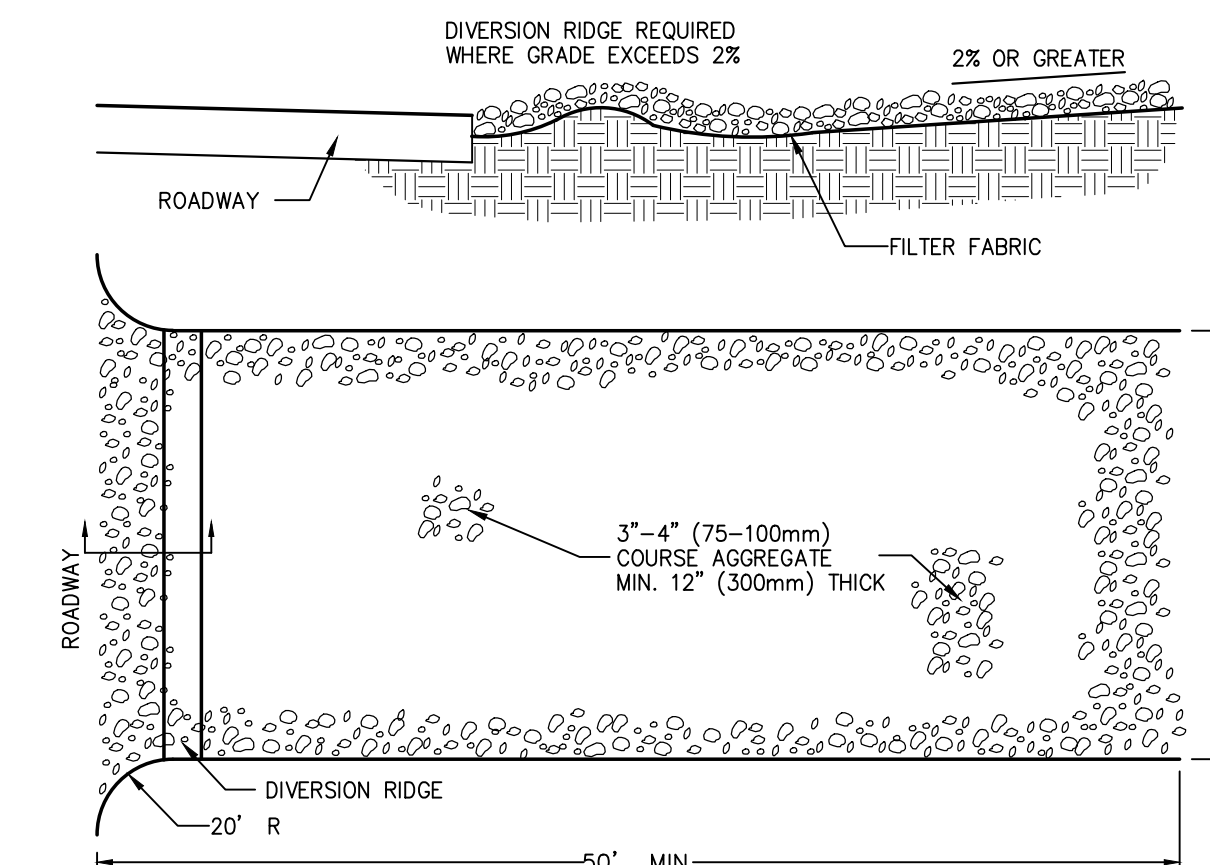
INLET PROTECTION

16
C401



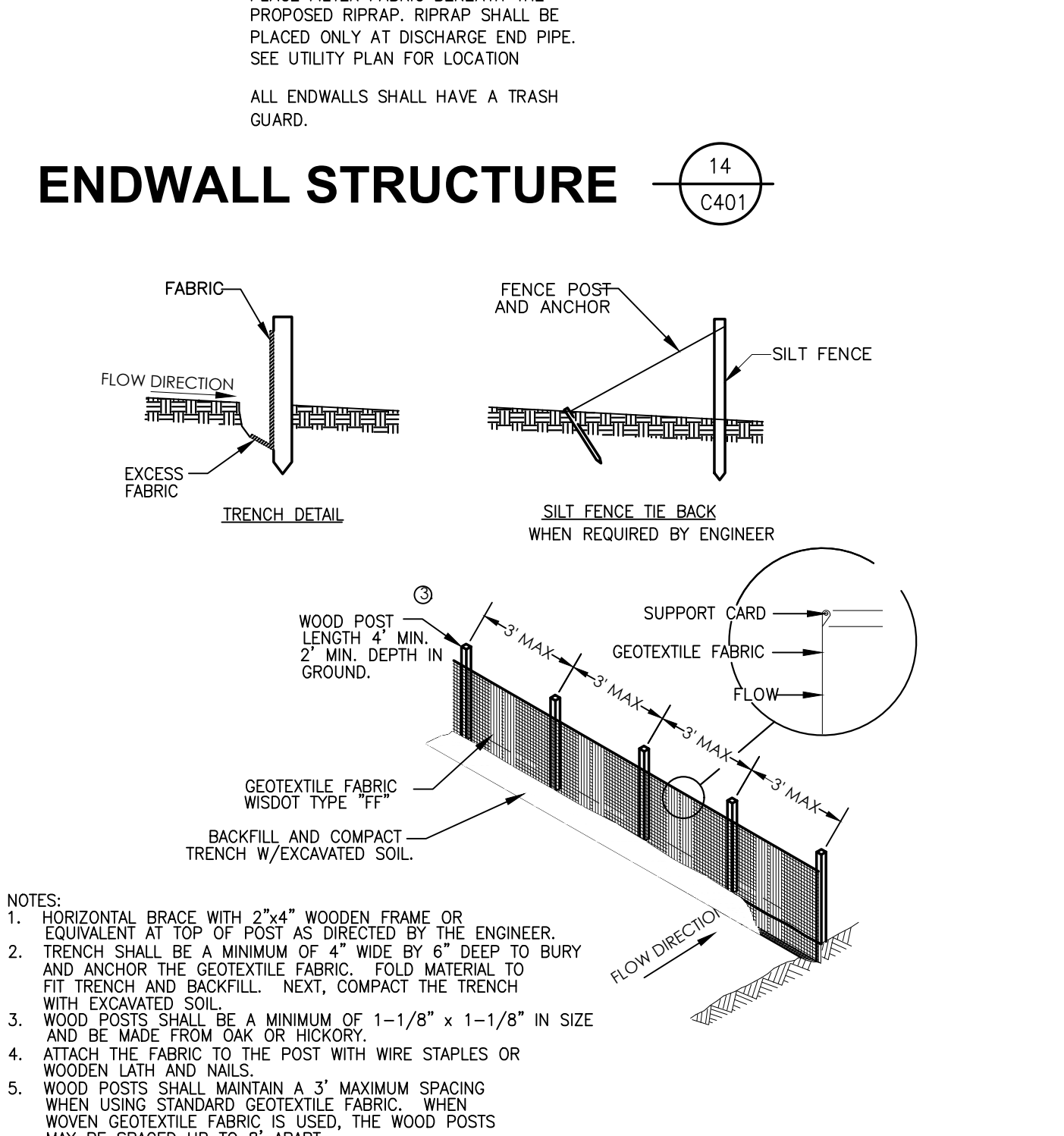
TEMPORARY DITCH CHECK

17
C401



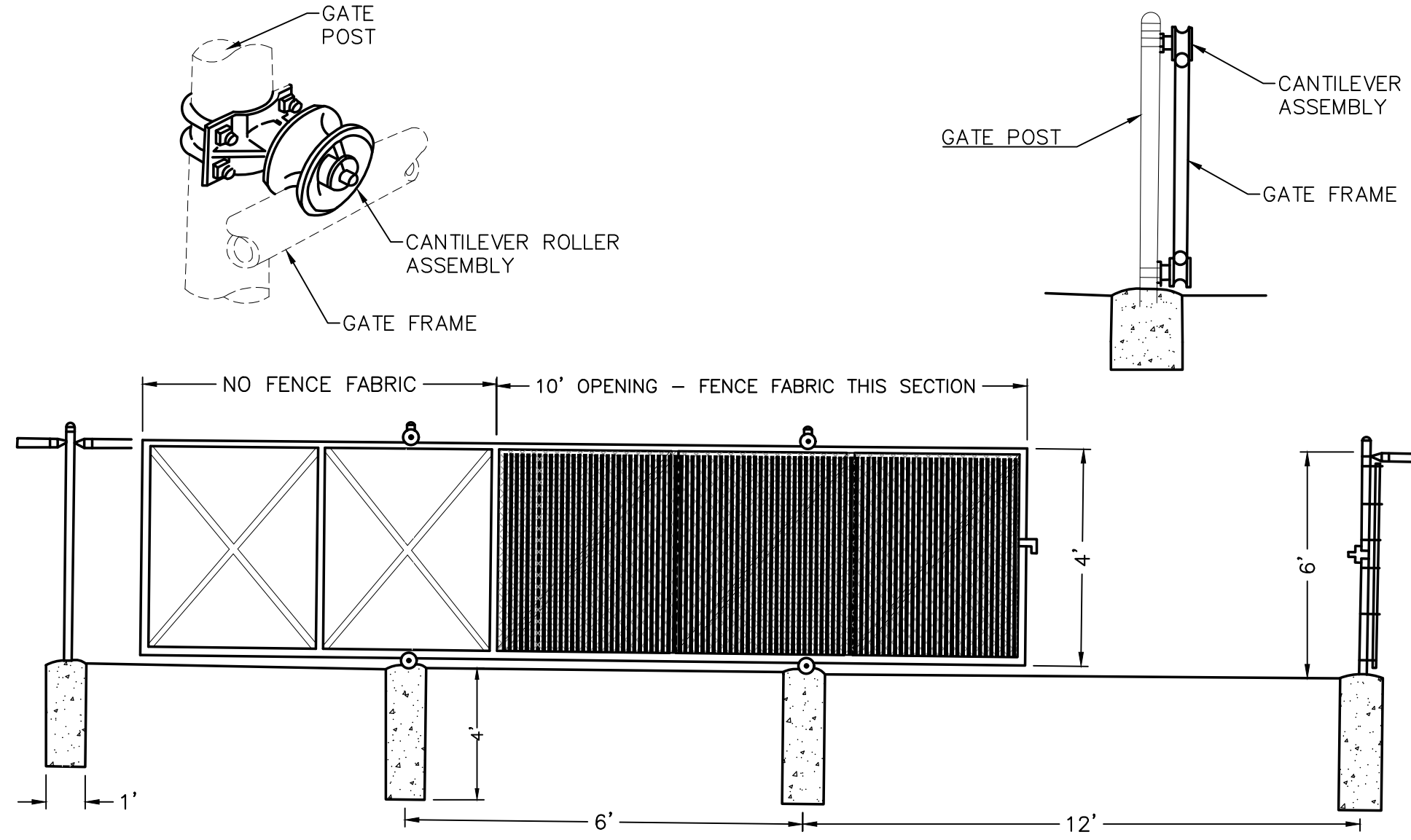
ROCK CONSTRUCTION ENTRANCE

18
C401



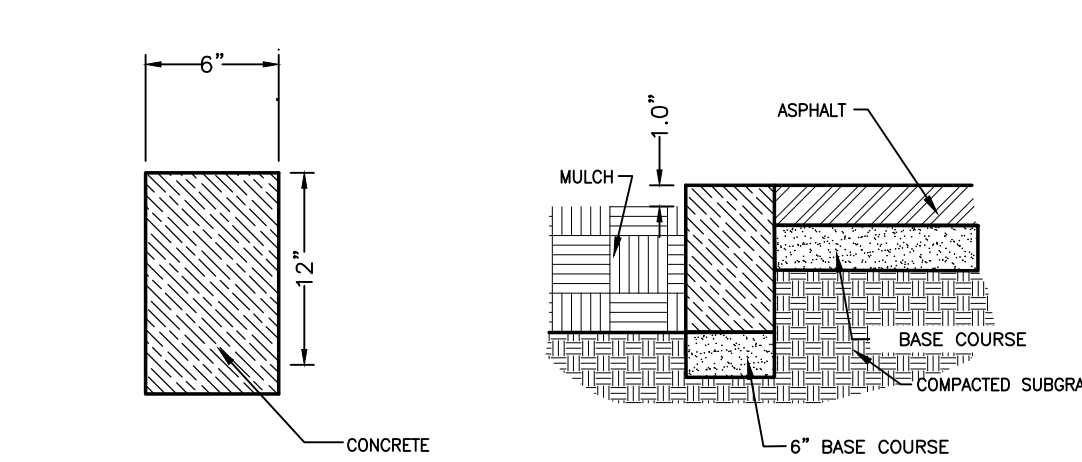
SILT FENCE

19
C401



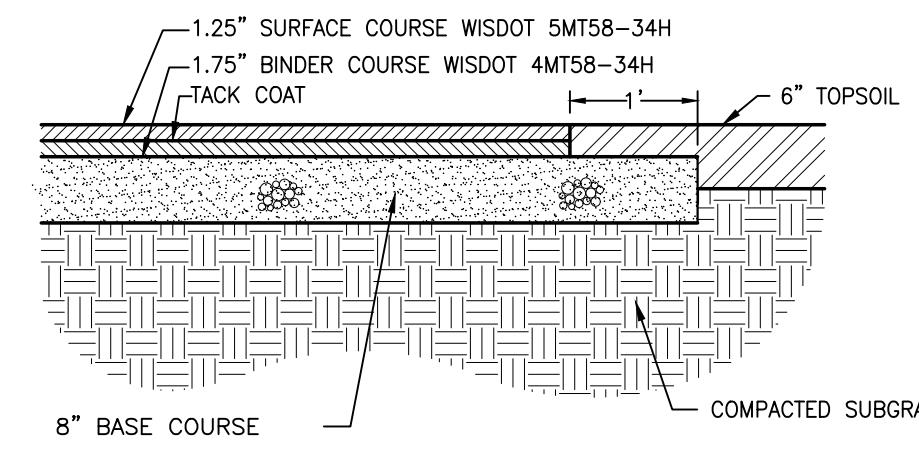
CANTILEVER GATE

20
C401



PLAYGROUND BORDER

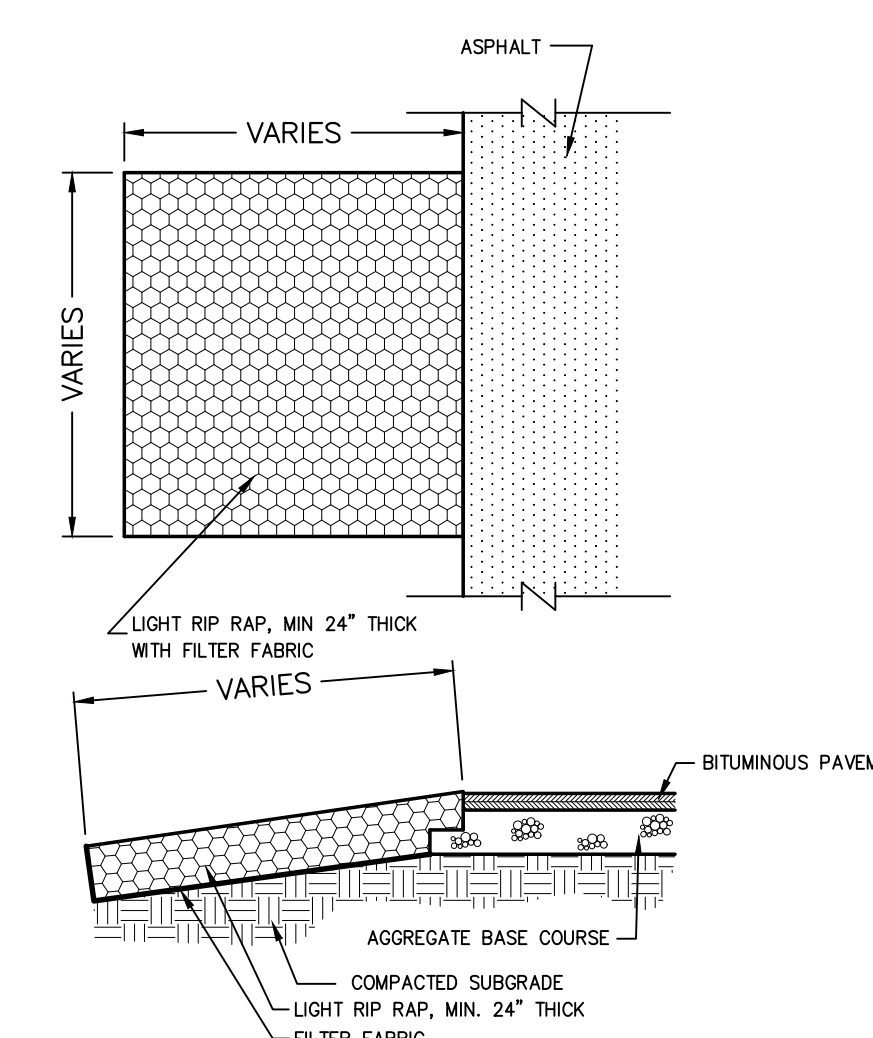
21
C401



3.0" PAVEMENT W/ 8" BASE

ASPHALT PAVEMENT

22
C401



LIGHT RIP RAP

23
C401

Date	Revision Description

CONSTRUCTION DOCUMENTS

DATE	05-18-2021	PROJECT #	W41-PC1
DRAWN BY	LAM	CHECKED BY	DTS

DRAWING TITLE

DETAILS

DRAWING NUMBER

C401

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Administrative Staff Report

Amend Conceptual Plan Site Plan Review 1009 Second Street March 7, 2022

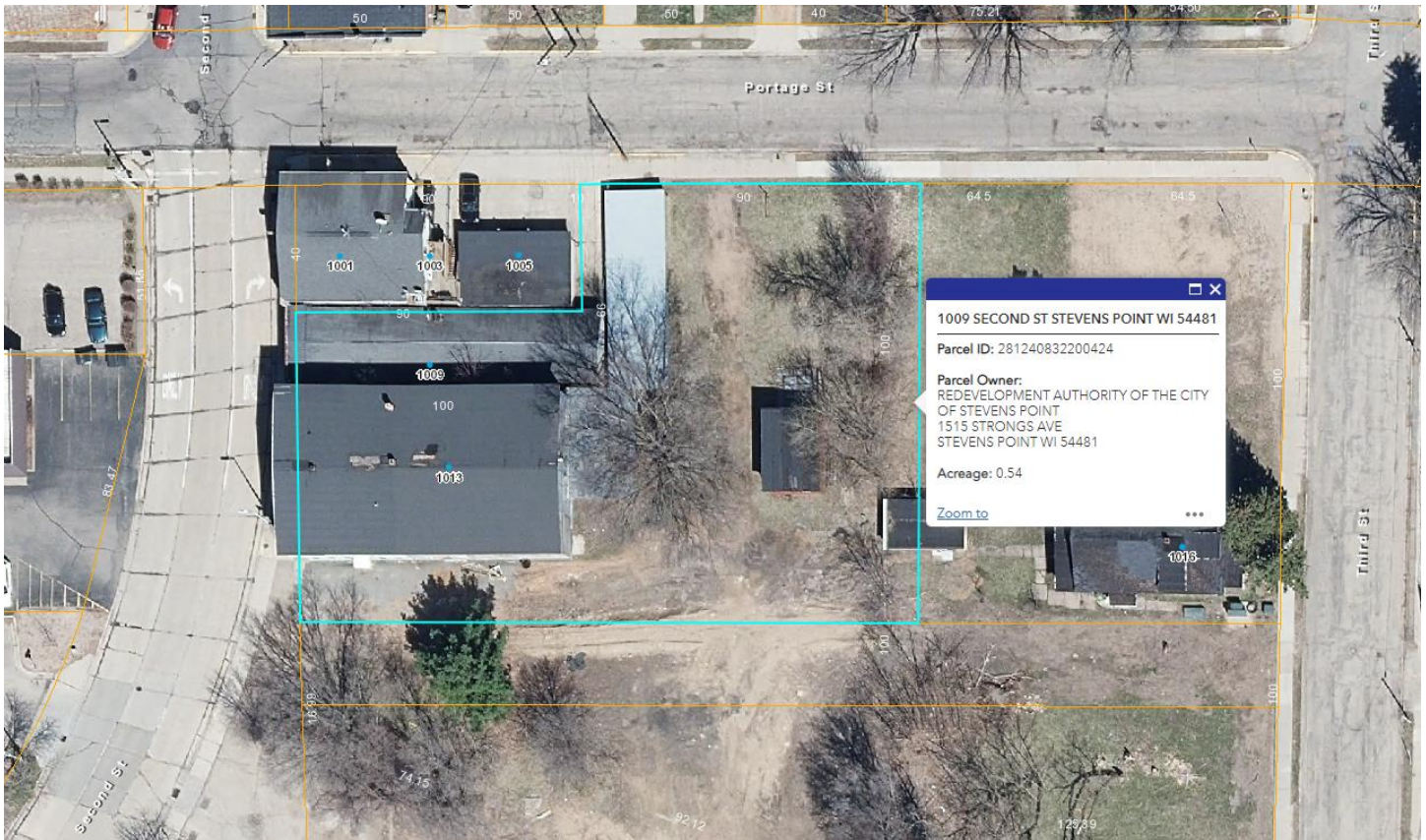


Department of Community
Development

Applicant(s): - Ryan Wanta, representing Great Northern Distilling Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240832200424 Zone(s): "PD" Planned Development Master Plan: - Downtown District Council District: - District 1 Ald. Christianson Lot Information: - Frontage: 187 ft. - Depth: 195 ft. - Lot Size: 23,381 sq. ft. (0.54 ac.) Current Use: - Undeveloped Applicable Regulations: 23.02(4)(b)(10)(b)	Request - Public Hearing and action on a request from Ryan Wanta, representing Great Northern Distilling, to modify an adopted conceptual plan for the planned development for the property located at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(10)(b). - A request from Ryan Wanta, representing Great Northern Distilling, for a Site Plan Review to construct a principal structure at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(1). Attachment(s) - Application - Plans Findings of Fact - The City's Redevelopment Authority, as owners of the subject parcels, re-plated the former Belke Lumber Company site in 2022 to create four parcels. - A one-story, 9,922 sq ft structure is proposed on the subject property housing a production area, tasting room and an event room. The previously approved plans called for a two-story, 8,250 sq ft structure to be constructed housing the same uses. - In November 2021, the Common Council approved the rezoning of the property to "PD" Planned Development to allow for specific deviations from Zoning Code requirements while also promoting a higher-quality site development. A conditional use permit to operate a small-scale alcohol production facility and a Site Plan Review was also approved in November 2021. - Since the November 2021 approvals, the applicant has amended the approved site plan to reduce the planned structure to one-story in height, increase the size of the distillery and locate the building closer to the south property line. - The City's Zoning Code allows staff to approve up to a 10% reduction in approved setbacks. Since the proposed relocation of the distillery structure closer to the alleyway would represent more than a 10% decrease in setback, it is considered a major modification and the conceptual plan must be reviewed by the Common Council.
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	6. A Site Plan Review must coincide with any modifications to an approved conceptual plan due to the Planned Development zoning of the subject property. Staff Recommendation Approve the request to modify an adopted conceptual plan for the planned development for the property located at 1009 Second Street (Parcel ID 281240832200424) with the following deviations: 1. A zero-foot pavement setback shall be provided along the southern lot line, western lot line and the northern lot line between the principal structure and the property addressed as 1001 Second Street. 2. The cumulative size of wall signs shall be allowed to exceed the maximum 500 square feet that is allowed within the “B-2” District. Approve the Site Plan Review to construct a principal structure located at 1009 Second Street (Parcel ID 281240832200424), subject to the following conditions: 1. The alleyway to the south of the proposed structure (within Parcel ID 281240832200423) shall be paved with asphalt in its entirety from Second Street to Third Street. The width of the alleyway shall be subject to review and approval by the Public Works Department. 2. The applicant shall submit final details on proposed landscaping for the property, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements. 3. A knox box shall be installed on the building that is reviewed and approved by the City Fire Marshal if fire alarms or sprinklers are provided. 4. 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. 5. The required van accessible parking stall shall meet applicable design, striping and signage requirements meeting applicable requirements of the Americans with Disabilities Act Accessibility Guidelines. 6. A building permit shall be obtained prior to the start of construction. 7. Staff shall have the ability to approve minor amendments to the approved site plan.
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Vicinity Map



Background

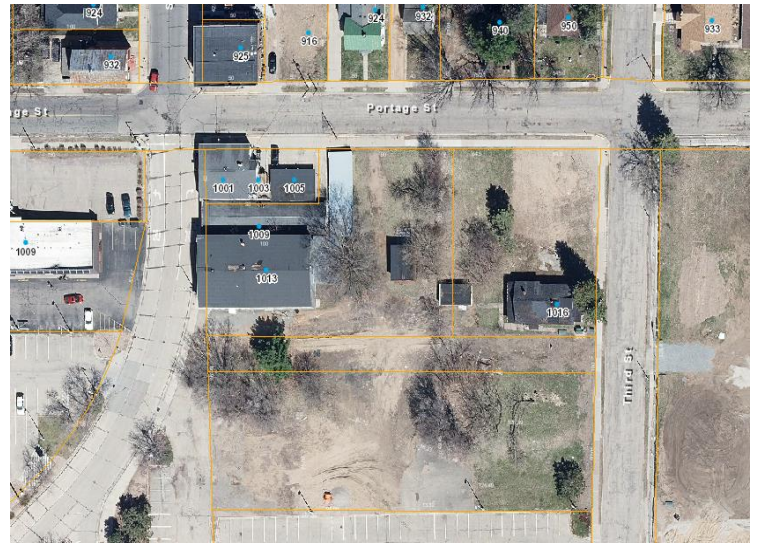
Overview: The following requests were applied for and approved by the Common Council in November 2021 to coincide with the planned distillery development:

- Rezone the properties at 1009 Second Street (Parcel ID 281240832200405), an unaddressed parcel bounded by Second Street, Third Street and Portage Street (Parcel ID 281240832200422) and an unaddressed parcel bounded by Second Street and Third Street (Parcel ID 281240832200423) from “B-2” Central Business Transition to “PD” Planned Development. The purpose of the rezoning to “PD” Planned Development was to grant specific deviations in Zoning Code requirements in exchange for a higher-quality site design. Further information on the rezoning to “PD” Planned Development is discussed later in this report. This request was approved.
- A conditional use permit to operate a small-scale alcohol production facility at 1009 Second Street (Parcel ID 281240832200405) and an unaddressed parcel bounded by Second Street, Third Street and Portage Street (Parcel ID 281240832200422). This request was approved.
- A Site Plan Review to construct a principal structure located at 1009 Second Street (Parcel ID 281240832200405) and an unaddressed parcel bounded by Second Street, Third Street and Portage Street (Parcel ID 281240832200422). This request was approved.

Please note that following Common Council approvals in November 2021, the former Belke Lumber Company property was reconfigured via a certified survey map to the present lot configuration. The following shows this recent change:



Lot Configuration (Prior to November 2021)



Lot Configuration (After November 2021)

Following November approvals, the applicant amended the approved development by a.) reducing the height of the distillery structure from two stories to one story, b.) increase the square footage of the structure from 8,250 sq ft to 9,922 sq ft and c.) shift the structure south to the planned alleyway (located in Parcel ID 281240832200423) complementing the proposed development. According to the applicant, the purpose of relocating the structure farther south is to remove the fire wall requirement for the northern wall. Further information on City staff's ability to review to proposed modifications are discussed below.

Rezoning from B-2 to PD: The subject property was previously zoned "B-2" Central Business Transition. The "B-2" District is established to (a.) "accommodate existing, new and relocated land uses which are compatible with the retail core area; and (b.) to provide a commercial district of intermediate intensity which will provide a buffer zone between the retail core and residential neighborhoods." Along with a distillery being a conditional use permit within the "B-2" District, other performance standards for the "B-2" District are not met and will be discussed later in this report. The approved zoning of the property – "PD" Planned Development – is a zoning district that allows for deviations from the standards of the City's Zoning Code in exchange for quality development. The proposed development not only provides another commercial enterprise on the fringe of Downtown Stevens Point, but also redevelops an area of the city that has been underutilized for several years. Therefore, staff believes that a rezoning of the subject parcels to "PD" Planned Development is consistent with the proposed use of the property and the City's Comprehensive Plan. An analysis of how the proposed development meets the intent of the Comprehensive Plan is shown within Section 8.4 below.

Section 8.4, Goal B

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

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

The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property as part of the Downtown District. The Comprehensive Plan further defines the Downtown District as an area that "allows for and promotes high-density office, retail, housing and public uses, preferably in mixed-use buildings." Given the requested development includes both an industrial use (i.e., distillery) and a commercial use (i.e., tasting room and an event room), staff believes that the proposed use satisfies the intent of the Comprehensive Plan.

Amending an Approved Conceptual Plan: Along with rezoning the subject property in November 2021 to "PD" Planned Development, the Common Council approved a conceptual plan for the former Belke Lumber Company site. The City's Zoning Code provides clear parameters as to what modifications staff can review internally versus what must be reviewed by the Plan Commission and Common Council. These parameters are shown below. With the proposed structure shifting farther south from the approved 21' 6" side yard setback from the south lot line to approximately two feet of setback proposed, it would represent a greater than ten percent reduction in approved setbacks. Therefore, the modification would be considered 'major' and must be re-approved by the Common Council. While the square footage of the structure would increase from 8,250 sq ft to 9,922 sq ft, the gross floor area that is proposed would be less than what was approved as the Great Northern Distilling is being reduced to a one-story structure.

Ch. 23.02(4)(b)

(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 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.*

Conditional Use: Within the "B-2" District, small-scale alcohol production facilities are classified as a conditional use. The City's Zoning Code defines a small-scale alcohol production facility as "a type of brewery, winery, or distillery wherein the area of the establishment devoted to the production of malts and liquors shall not exceed ten thousand (10,000) square feet. The establishment may include a tasting room, office, retail, eating and drinking establishment, or event facility components in addition to the area devoted to production of malts and liquors." As part of the November 2021 approvals, the requested conditional use permit was approved. As the proposed use is not changing with the proposed revisions, re-approving the conditional use permit is not required.

Ch. 23.02(2)(b) "B-2" Central Business Transition District (CBD Transition)

(3) *Conditional Uses*

(m) *Small-scale alcohol production facilities*

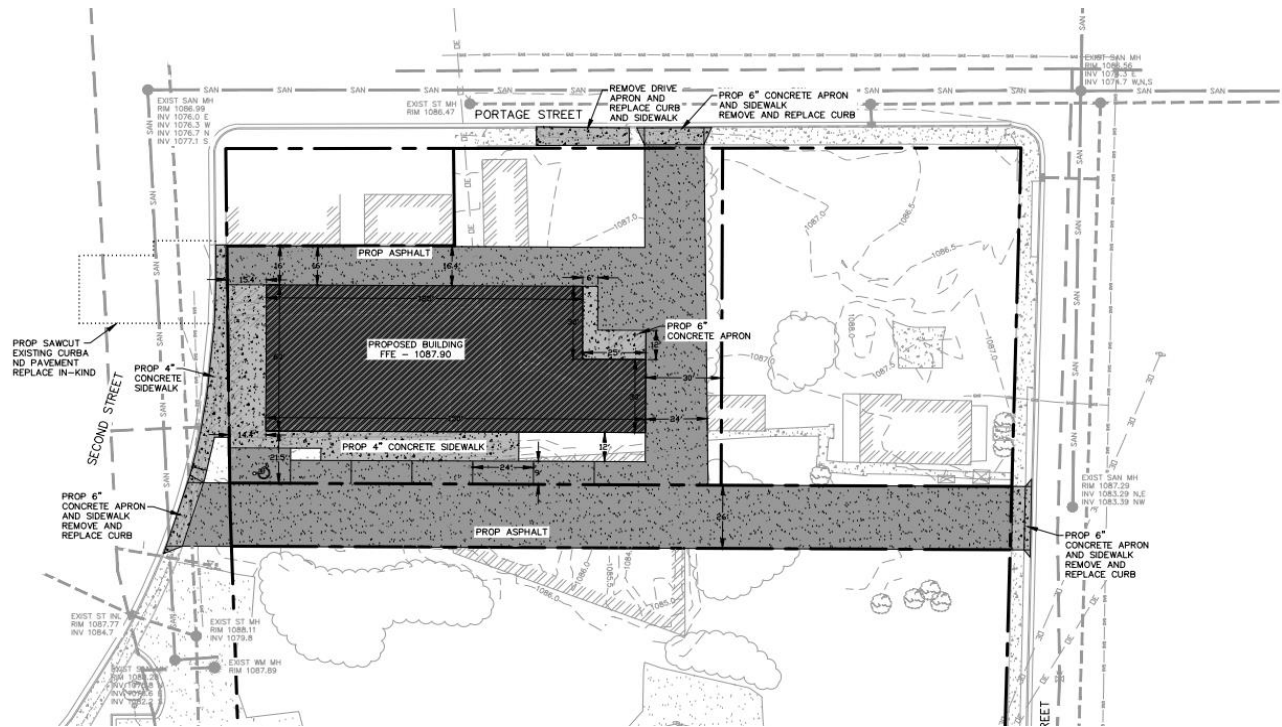
Site Plan Review: As part of reviewing modifications to an approved conceptual plan, the City's Zoning Code requires a Site Plan Review of the proposed development.

Ch. 23.02(4)(b) "PD" Planned Development District

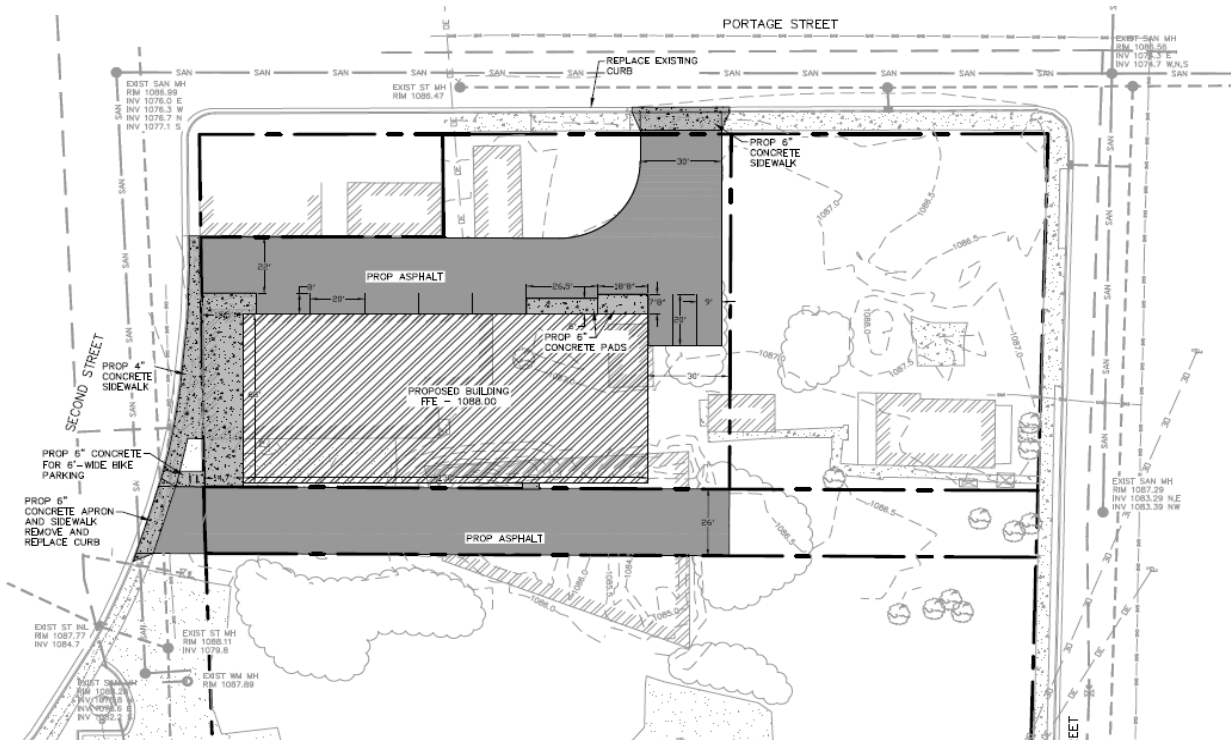
(1) *Components of PD Approval*

A PD approval consists of two separate steps:

- 1. Approval of a rezoning and concept plan by the Plan Commission and Common Council; and*
- 2. Approval of subsequent subdivision plats and site plans consistent with the PD concept plan.*



Approved Conceptual Plan (November 2021)



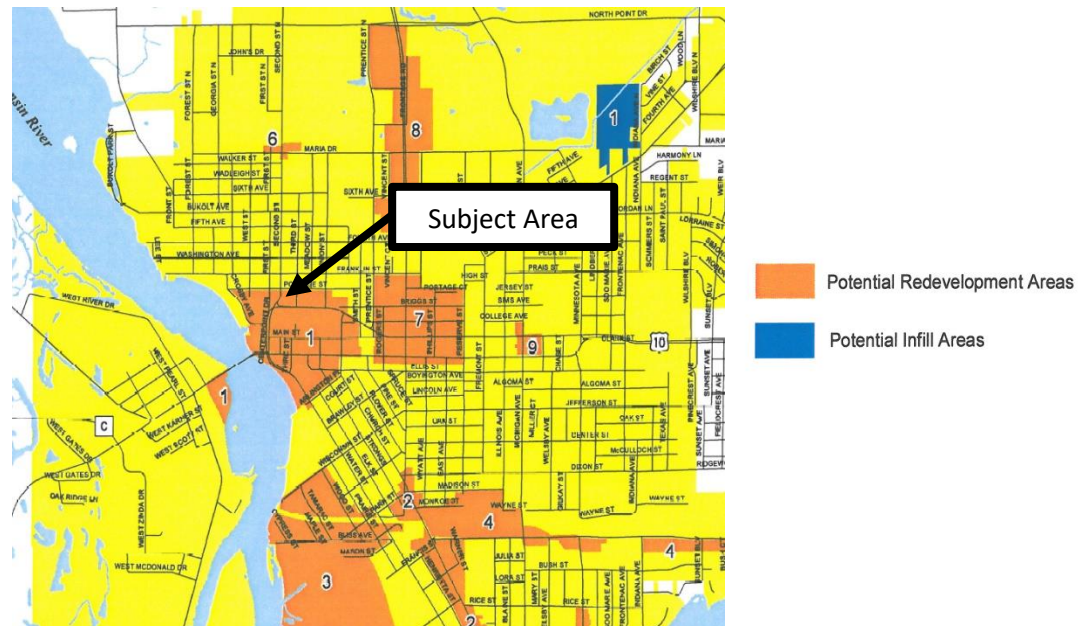
Proposed Conceptual Plan

Standards of Review – Amend Conceptual Plan

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 parcels as being within the Downtown District. A distillery is proposed to be constructed.

Findings: The proposed site plan and use of the properties would be consistent with the intent of the City's Comprehensive Plan. Section 8.4 of the Comprehensive Plan provides objectives to allow for compact and contiguous growth, specifically by applying sound site design and landscaping. As a



Potential Areas for Redevelopment and Infill: City Comprehensive Plan

quality site design is a requirement as part of a rezoning to "PD" Planned Development (see staff report for the Site Plan Review), staff believes that the proposed distillery 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.

As addressed earlier, soil contamination of the property exists due to the former use of the property (i.e., Belke Lumber Company). Due to this fact, along with the subject parcels being underutilized for several decades, the Comprehensive Plan has identified this area “as having the possibility for redevelopment within or beyond the planning period of the Comprehensive Plan.” With the razing of the Belke Lumber buildings and the proposed construction of a distillery, staff believes that this request meets the redevelopment initiatives of the Comprehensive Plan.

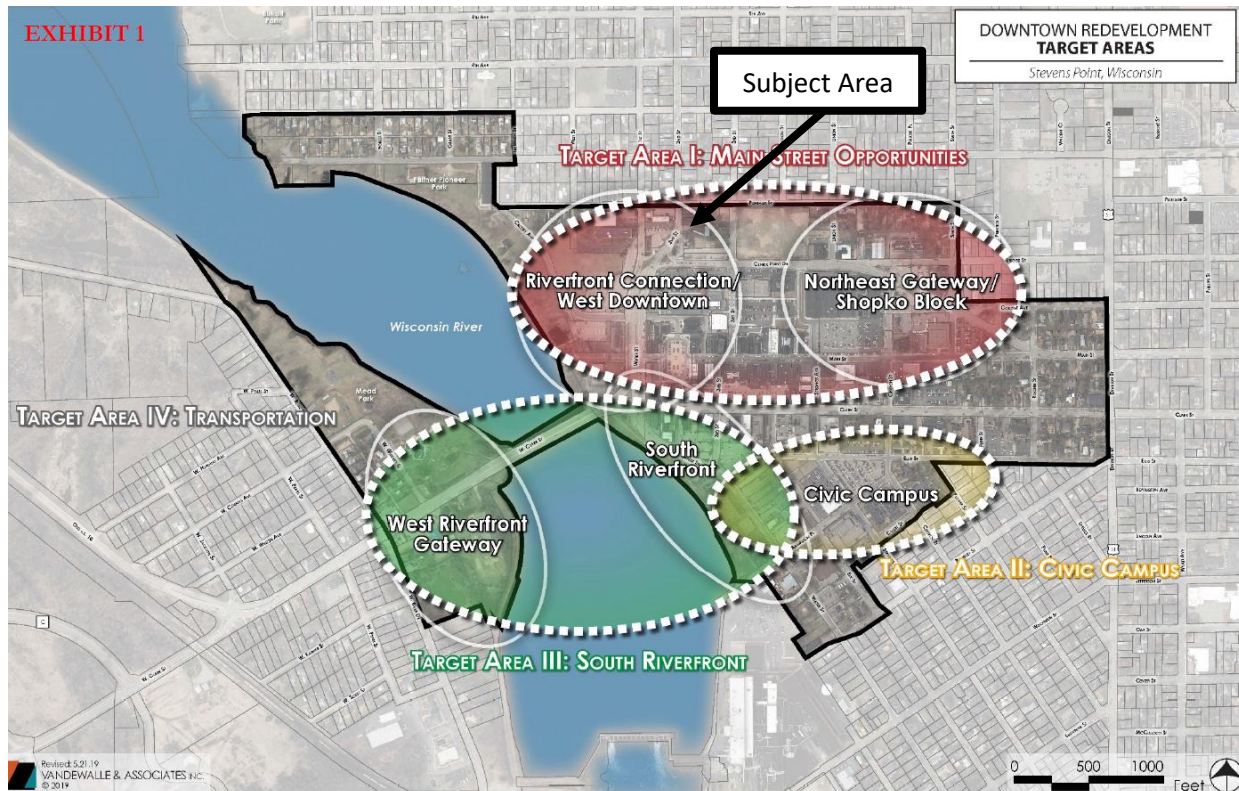
Sec. 8.2: Trends in Land Use and Value and Projected Land Use

C. Redevelopment Areas

The City of Stevens Point Plan Commission has identified several areas, totaling 692 acres, as having the possibility for redevelopment within or beyond the planning period of this Comprehensive Plan (see Map 8.2). The areas have been selected due to their incompatible land use relationships, **building deterioration**, economic obsolescence, **under-utilization of land, impairment of sites by wastes**, or other emerging economic opportunities.

Redevelopment and reinvestment in underutilized properties is essential to strengthen older areas and provide opportunities to **strengthen the City’s tax base, provide new jobs** and housing opportunities. Redevelopment can involve **environmental clean-up**, land assembly, **building demolition**, and overcoming other costly impediments. City incentives are often necessary to encourage private sector reinvestment in these areas. The City will need to play a proactive role in initiating and guiding redevelopment efforts, utilizing local, state, and federal programs and incentives such as housing loan funds, Tax Increment Districts, brown field grants, CDBG, and other funds as necessary.

Another planning document to discuss in relation to the proposed development is the Downtown Targeted Area Master Plan. The purpose of the Master Plan is to present a vision and guiding principles for the future development and reinvestment of Downtown Stevens Point. The targeted area encapsulates the downtown between Division Street to the east and West River Drive to the west.



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. *Advance 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. Upon evaluating the proposed development to the planning document, staff believes that the following objective are fulfilled:

1. “Address contamination issues to facilitate development.” As stated earlier, the applicant, City staff and representatives from the Wisconsin Department of Natural Resources have been collaborating to address soil contamination issues to accommodate the proposed development.
2. “Incorporate housing, employment and mixed-use at a downtown scale.” With the subject parcels being in the fringe downtown area, building and site design is naturally different than development along the Main Street or Clark Street corridor. With that said, the proposed development provides an additional commercial enterprise to Downtown Stevens Point and is compatible with existing and planned development north of Centerpoint Drive.

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

Analysis: The proposed structure adheres to the setback requirements of the “B-2” District as addressed above.

A key deviation that is being requested relates to pavement setbacks. Within the “B-2” District, a minimum five-foot pavement setback is required from all property lines. While a six-foot setback is proposed off the east lot line and a 40’ setback off of Portage Street, a zero-foot pavement setback is proposed off of the northern lot line (Kim’s Barrel Inn), Second Street and the southern lot line abutting the planned alley. A lesser setback is requested off the northern lot line in order to preserve the minimum aisle width as required in the City’s Zoning Code (16’). Similarly, a lesser setback is required off the southern lot line in order to maintain the minimum parking stall requirements (9’ wide by 18’ long) as outlined in the Zoning Code and sufficient access width to accommodate the required van accessible stall (as administered by the Americans with Disabilities Act). With the requested pavement deviations, staff believes that it better promotes access to the site and traffic flow within the site.

Another requested deviation relates to signage on the proposed structure. Section 23.04(9) of the City’s Sign Code states that signs in “PD” Districts must be reviewed as part of the total development proposal. While previous planned development zoning requests included signage requests that met the sign requirements of the underlying zoning district (e.g., 150 sq ft freestanding sign in the “B-4” District), the applicant is requesting wall signage that exceeds the maximum that is allowed within the “B-2” District. Within the “B-2” District, wall signs “shall not exceed one square foot of sign area per lineal foot of street frontage,” with a maximum size allowed being 500 sq ft. Three wall signs are proposed and are discussed below.

1. Vinyl or painted wall sign on the south elevation: 20’ 1” x 12’ 4 3/4” (248.95sq ft)
2. Vinyl sign on the west elevation: 25’ x 2’ 5” (60.42 sq ft)
3. Painted mural on east elevation: 25’ 7” x 24’ 3 1/2” (621.46 sq ft). Please note that mural is planned to depict the logo of Great Northern Distilling. The Sign Code’s definition of a sign includes “designs, symbols and fixtures” as part of the sign area.

While the cumulative size of all wall signs exceeds the maximum 500 sq ft that is allowed, staff is in support of the proposed sign package. As the proposed development abuts three street frontages, having wall signs on multiple building walls appears justified. Likewise, the applicant is requesting a larger wall sign on the building’s south wall so it can be visible along Centerpoint Drive. The City’s Historic Preservation / Design Review Commission was supportive of the requested mural on the building’s east wall to provide aesthetic variation on the blank masonry wall.

Findings: Although multiple deviations are requested, additional safeguards and reviews are required given the property’s proposed planned development zoning and its purview under multiple planning documents.

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

Analysis: The construction of a distillery allows for a unique opportunity to better define the Second Street and Centerpoint Drive corridor within the downtown area. Distilleries are a conditional use within the “B-2” District. The proposed structure meets the underlying zoning requirements of the “B-2”



District and can meet other development requirements provided that the requested deviations are approved.

The proposed development includes eight parking stalls. Although parking ratios within the “B-2” District are exempt for all uses, staff believes that the number of off-street parking stalls proposed, along with the development’s adjacency to municipal parking lots, are sufficient. One deviation proposed as part of this request relates to allowing for a pavement setback that is less than the minimum requirement per the Zoning Code (five feet). To meet minimum parking lot stall dimensions and aisle widths, encroaching within the setback is required. Additional features are included as part of the site design to compensate for this requested deviation.

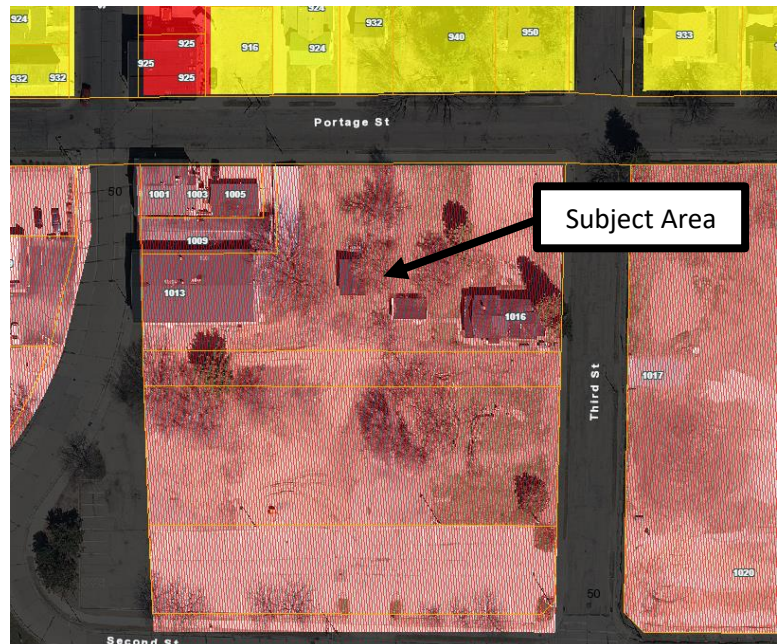
Findings: Staff believes that this standard is met.

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

Analysis: The subject property is proposed to house a distillery. Access to the distillery will come off an alley

Future Land Use

- Residential
- Multi-family (3+ units)
- Mobile Home Park
- Commercial / Office
- Office / Multi-Family
- Downtown District
- Business Park District
- Institutional / Government
- UWSP
- Industry
- Park
- Not Developable / Restrictive Ownership
- Vacant
- Road Right-of-Way
- Water Bodies



that connects Second Street with Third Street. A separate access point is planned to be constructed off Portage Street and Second Street.

Findings: The frontage, depth and access for the proposed development is consistent with nearby properties zoned for commercial use. The proposed commercial use is of a lower intensity that provides an appropriate

buffer between the high-intensity commercial uses south of Centerpoint Drive and the residential uses north of Portage Street.



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 a commercial use in an area of the city that has been underutilized for several years. Given that the proposed development arguably provides greater conformity to the regulations and intent of the “B-2” District, staff believes that the subject parcels are appropriate for the intended development. For example, the intent of the “B-2” District is to “provide a commercial district of intermediate intensity which will provide a buffer zone between the retail core and residential neighborhoods.” As lots north of Portage Street are exclusively used as single- and two-family residences, staff believes that the proposed use and site provides an appropriate land use buffer.

Findings: Redeveloping the subject property provides additional commercial character to Downtown Stevens Point and better defines Centerpoint Drive 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 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 planned for landscaping to be planted along the south face of the building and will consist of shrubs, smaller trees and perennials. Due to landscaping constraints on the property, the applicant has been working with City staff to provide additional site features that meets the ‘quality site design’ requirement of a planned development rezoning. Additional site features include the placement of bicycle racks to provide for additional modes of transportation to the site and an open-air pergola with metal hog panels to provide greater aesthetic variation to the site.

Findings: The developer has demonstrated a high quality of thought in the site plan for the planned commercial use. A unique development is proposed that would revitalize the property and add to the overall character of the region.

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 multiple ingress/egress locations to serve the proposed development, staff believes that traffic spillage onto adjoining streets should be minimal.

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-2” Central Business Transition District (e.g., lot width, lot size, density requirements, setbacks, etc.). While distilleries are a conditional use within the “B-2” District, performance standards relating to the building and site design are sometimes not met. For example, recent projects along the Division Street Corridor have gone through a similar rezoning to the Planned Development District. As such, the proposed development has been requested to create a more uniform commercial corridor and redevelop an underutilized area of the City.

Findings: The proposed development should not be injurious to the use of existing properties adjacent to the site or within the surrounding area.

Standards of Review – Site Plan Review

1. Density and Certified Survey Map.

Analysis: The subject property is approximately 23,381 sq ft in size and has a lot width of 97.26 feet. Parcel ID 281240832200423, which is planned to be utilized as an alley for the proposed development, was not altered as part of the CSM submittal.

Within the “B-2” District, lots housing non-residential uses are required to have a minimum lot size of 5,000 sq ft. With the proposed Great Northern Distilling parcel being 23,381 sq ft in size, minimum lot size requirements are met. Likewise, the “B-2” District requires a minimum lot width of 40’ for interior lots and 60’ for corner lots. With 97.26’ of lot width provided along the Second Street Right-of-Way, this requirement is met. Lastly, the created lot off of Portage and Third Street would have sufficient lot size and width for any further development.

Findings: Staff believes that the proposed lot size, width and density satisfies the proposed development.

2. Building Height.

Analysis: The proposed one-story structure would stand 26’ 3” in height. Structures within the “B-2” District without a fire prevention system can have a maximum of height of 35 feet. Structures greater than 35’ in height is required to have a fire prevention system that is reviewed and approved by the City’s Fire Department.

Findings: Given that the proposed structure is less than 35’ in height, a fire prevention system is not required. However, if fire alarms and/or sprinklers are installed, a Knox 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-2” District—a minimum 5’ street setback, a 0’ side yard setback (10’ if a property abuts a residential zoning district) and a minimum 10’ rear setback.

Findings: Please see the table below which highlights the provided setbacks. Staff believes that the proposed development meets both Zoning and Building Code requirements.

<i>Lot Line</i>	B-2 Setback Requirements	Proposed Setbacks
<i>Street</i>	Five feet	15’ off of Second Street, 70’ off of Portage Street
<i>Side</i>	Zero feet (ten feet if the side yard abuts a residential zoning district)	2’ from southern lot line, 30’ from Kim’s Barrel Inn
<i>Rear</i>	Ten feet	29’ 10 3/7”

4. Parking.

Analysis: Eight off-street parking stalls are proposed on the site, with one of these stalls being designed for van accessible use.

Findings: Properties that are zoned “B-2” Central Business Transition are exempt from meeting parking stall ratio requirements for all types of uses. All other parking lot requirements (e.g., stall dimensions, aisle widths, etc.) still apply. Given that available parking exists within the near vicinity of the proposed development, such as Municipal Lots Six and Eight, staff believes that a sufficient availability of parking exists.

5. Landscaping.

Analysis: A limited mixture of shrubs, trees and perennials are proposed along the south wall of the structure. It is important to note that given the historic industrial use of the property (i.e., the Belke Lumber Company), soil contamination exists that hinders the ability to provide an abundance of landscaping. The applicant is working with City staff and the Wisconsin Department of Natural Resources to ensure that the capping of contaminated material by way of a vapor barrier will allow for the requested landscaping to be planted.

Findings: As a condition to the Site Plan Review, staff is requesting that the applicant provide final details on the type of landscaping proposed to be planted to ensure applicable landscaping requirements of the Zoning Code are met (e.g., height, spacing, drought-tolerant, irrigation, etc.).

6. Access and Internal Traffic Flow.

Analysis: Access to the proposed development will come primarily from a planned alley that will be created within the parcel directly south of the former Belke Lumber Company building (Parcel ID 281240832200423). Access to the alley will come off of Second Street and Third Street and a six-inch concrete

apron is planned to be constructed to allow for traffic mobility. An additional access point into the proposed lot is planned off of Portage Street and Second Street.



Findings: The planned access point off of Portage Street will lead to the rear of the proposed structure and a planned trash enclosure. Six parking stalls are proposed to abut the side of the building while three additional stalls would be located to the rear of the proposed structure.

7. Utilities.

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

Findings: The Public Utilities Department has expressed support for the proposed utility plan and erosion control plan. As standard with larger developments, the applicant will be required to install silt fencing and other erosion control facilities, as deemed necessary by the Utilities Department, during construction.

8. Fire Hydrants.

Analysis: Two fire hydrants exist near the proposed development – one at the northwest corner of Second Street and Portage Street and the second at the southwest corner of Portage Street and Third Street.

Findings: The Fire Department connection on the proposed structure will be close enough to the existing two hydrants to not require additional hydrants for the development.

9. Lighting.

Analysis: Outdoor wall lanterns are proposed to be placed above first- and second-floor windows on the building's south and west elevation. These light fixtures will be approximately 10 3/8" x 13" and extend 15 1/8" from the wall.

Findings: The light fixtures are designed to emit no light above the 90-degree horizontal plane of the fixture. Along with the relative size of these light fixtures, staff believes that minimal light is expected to spill into adjoining properties and into the right-of-way.



10. Historic Review.

Analysis: The City's Historic Preservation / Design Review Commission is required to review structures proposed to be constructed within City Historic Districts and Design Review Districts. The subject parcels are located within the Downtown Historic Design Review District.

Findings: A design review was conducted on October 20th, 2021, and the Commission subsequently approved the request relative to applicable design requirements within Chapter 22 of the City's Revised Municipal Code. As modifications to the exterior of the structure are also proposed, the Commission will need to re-approve the request.

Site Photos







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	Ryan Wanta	Contact Name	
Address	172943 County Rd C	Address	
City, State, Zip	Hatley, WI 54440	City, State, Zip	
Telephone	715-573-6689	Telephone	
Fax		Fax	
Email	ryan@wanta.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	GND Properties QOZB, LLC	Owner's Name	
Address	343 County Road E S	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-544-6551	Telephone	
Fax		Fax	
Email	brian@gndwi.com	Email	

PROJECT SUMMARY

Development Name	Great Northern Distilling		Former Development Name (if any)	Great Northern Distilling
Area of Subject Property (Acres/Sq Ft)	0.5353 acres / 23,318 sq ft		Proposed Number of Lots	1
Project Address:	1011 Second 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)
281240832200424				
Number of Residential Units Proposed		Proposed Gross Residential Density		Commercial Space Proposed Sq. Ft.
0		0		9,922 (footprint) 11,710 (with mezz)
Source of Utilities: Portage St			Streets Created or Extended as part of Subdivision? If Yes What Types?	
Water	Municipal Main	Sewer	Municipal Main	No
List all uses that will occur as part of the proposed Planned development or Planned Industrial Development below. (Use additional pages if necessary)				
The land was formally zone B-2 central business transition district. Lot was approved for PUD. We are proposing building a new structure to house Great Northern Distilling. They are a small-scale alcohol production and storage facility which would be allowed under the zoning code for conditional use for B-2. It will also include a Tasting Room and Event Space above.				

Describe proposed project and details about the uses listed above. Include the time schedule (if any) for development. (Use additional pages if necessary)			
We are proposing building a new structure with a footprint of 9,922 sq ft to house Great Northern Distilling - a local small-scale alcohol production, storage facility, Tasting Room, and Event Room. In addition there will be an approx. 1,788 sq ft mezzanine above for non-public use. Wanta & Son is aiming to excavate and pour concrete this late fall/early winter. The steel building will hopefully be delivered in late February. Once on the ground we expect the steel to go up quickly. Our goal is to get GND into the production space earlier than finishing out the tasting and event rooms. We expect that to happen around the end of March / beginning of May. If everything goes according to plan and the weather cooperates, our target is to be fully-open by July 4th or, at the latest, by end of Summer.			
Expressly identify any and all requested deviations from the zoning code. (Use additional pages if necessary)			
We have an alteration to setbacks from the previously approved plan. Building has been relocated on site to abut the southern lot line. This allows a space of 30' between the structure and the buildings to the North (Kim's Barrel Inn). This would allow us to construct a structure without a fire-rated wall on the North Exterior wall of the main building.			
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)			
This project is not a Planned Industrial Development, even though it has a small-scale production element to its use. It is, however, built on a lot that shows signs of minimal contamination and a storm water management plan has been made to cap the soil as much as possible to prevent water seepage into the soil. This would help prevent any migration of any possible contaminants. All storm water would go directing into storm drains. Also, any existing soil from the site that will be excavated (excluding known, new clean fill) will be haul off-site and disposed of properly. Only clean, new fill, will be brought back in its place.			
Describe why none of the districts available in the zoning code will allow the project proposed. (Use additional pages if necessary)			
N/A			
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)			
We are choosing a site that could possibly have contamination, to help with the city's efforts to re-develop the downtown vacant lots. In order to do this, we need to design the site in a way that ensures the safety of our waterways and existing surrounding lots and structures. We are also bringing a potential tourism draw to the downtown area. Ensuring a memorable brand experience only help builds on that draw. Things like creative signage can be key to help creating memorable city landmarks and sites. Flexibility for In-fill development is key to allowing this to happen under unique circumstances such as this. It is possible to revitalize and area without straining/expanding the city's existing services or mar the visual appeal.			
Current Zoning Surrounding Subject Property			
North:	B2 - Central Business Transition	South:	B2 - Central Business Transition
East:	B2 - Central Business Transition	West:	B2 - Central Business Transition
Current Land Use Surrounding Subject Property			
North:	Tavern	South:	Vacant
East:	Vacant	West:	Multi-Tenant Commercial

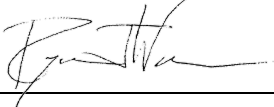
EXHIBITS (MAJOR SUBDIVISION)

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
			



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	Ryan Wanta	Contact Name	
Address	172943 COunty Rd C	Address	
City, State, Zip	Hatley, WI 54440	City, State, Zip	
Telephone	715-573-6689	Telephone	
Fax		Fax	
Email	ryan@wanta.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	GND Properties QOZB, LLC	Owner's Name	
Address	343 County Rd E S	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-544-6551	Telephone	
Fax		Fax	
Email	brian@gndwi.com	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)] 011 Second Street, Site Address: 1009 SECOND ST STEVENS POINT WI 54481.		
Parcel 1	Parcel 2	Parcel 3
281240832200424		
Legal Description of Subject Property		
Site Address: 1009 SECOND ST STEVENS POINT WI 54481. LOT 1 CSM#011596 DOC-883286 BNG PRT BLK 16 STRONGS, ELLIS & OTH IN GL1 & NENW S32 T24 R8 .537A 863412		
Area of Subject Property (Acres/Sq Ft)		
0.5353 acres / 23,318 sq ft		
Current Zoning District(s)		
PUD / former B-2 Central Business Transition		

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
Downtown District	Vacant / Approved for mall-scale Small-scale alcohol production facilities with Tasting a	Vacant / Approved for mall-scale Small-scale alcohol production facilities with Tasting and Event Room
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
We are proposing building a new 9,922 sq ft structure to house Great Northern Distilling - a small-scale alcohol production and storage facility. It will also include a Tasting Room and Event Space. In addition, there will be an approx. 1,788 sq ft of mezzanine space. Wanta & Son is aiming to excavate and pour concrete this Early Spring The steel building will hopefully be delivered in May. Once on the ground we expect the steel to go up quickly. Our goal is to get GND into the production space earlier than finishing out the tasting and event rooms. We expect that to happen around July. If everything goes according to plan and the weather and deliveries cooperate, our target is to be fully-open by the end of September.		
Current Zoning Surrounding Subject Property		
North:	B2 - Central Business Transition	South: B2 - Central Business Transition
East:	B2 - Central Business Transition	West: B2 - Central Business Transition
Current Land Use Surrounding Subject Property		
North:	Tavern	South: Vacant
East:	Vacant	West: Multi-Tenant Commercial

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
	2-10-22		2-10-22

CIVIL PLANS FOR
GREAT NORTHERN DISTILLING



LOCATION MAP

- | | |
|---------|-------------------------|
| SHEET 2 | EXISTING SITE PLAN |
| SHEET 3 | DEMOLITION PLAN |
| SHEET 4 | SITE PLAN |
| SHEET 5 | GRADING PLAN |
| SHEET 6 | UTILITY PLAN |
| SHEET 7 | EROSION CONTROL PLAN |
| SHEET 8 | EROSION CONTROL DETAILS |
| SHEET 9 | DETAILS |

Preliminary
02/15/2022 12:16:18 PM

MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
404 FRANKLIN ST - WAUSAU, WI 54403
PHONE & FAX - (715)843-7292
WWW.MTSLLC.NET

REVISION DATE
02-15-2022

SURVEYED: RIVERSIDE
DESIGNED: MTS
DRAWN BY: NSB
APPROVED: MWT

COVER SHEET

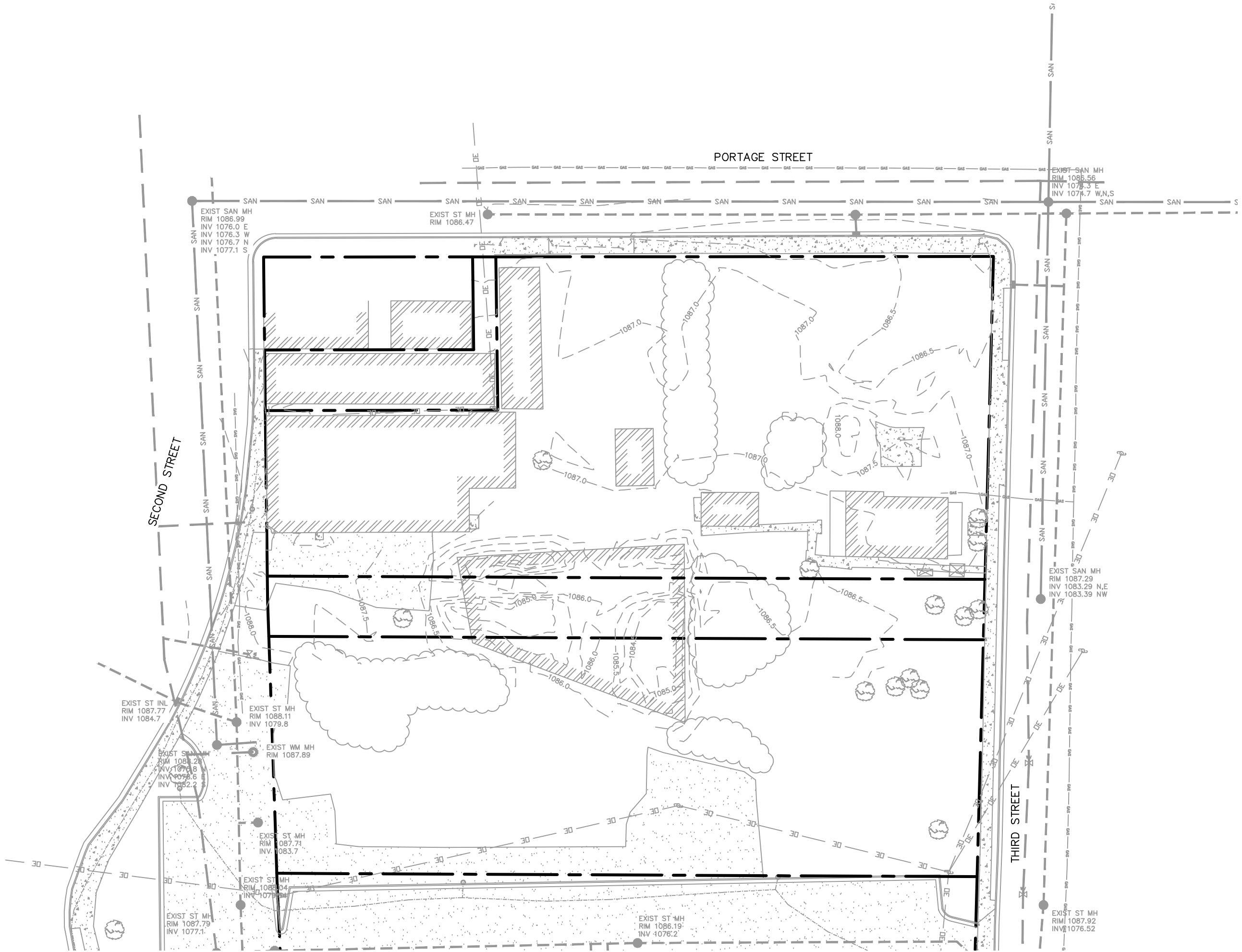
GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE

NO SCALE

SHEET NO.

1



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CONSULTING ENGINEERS
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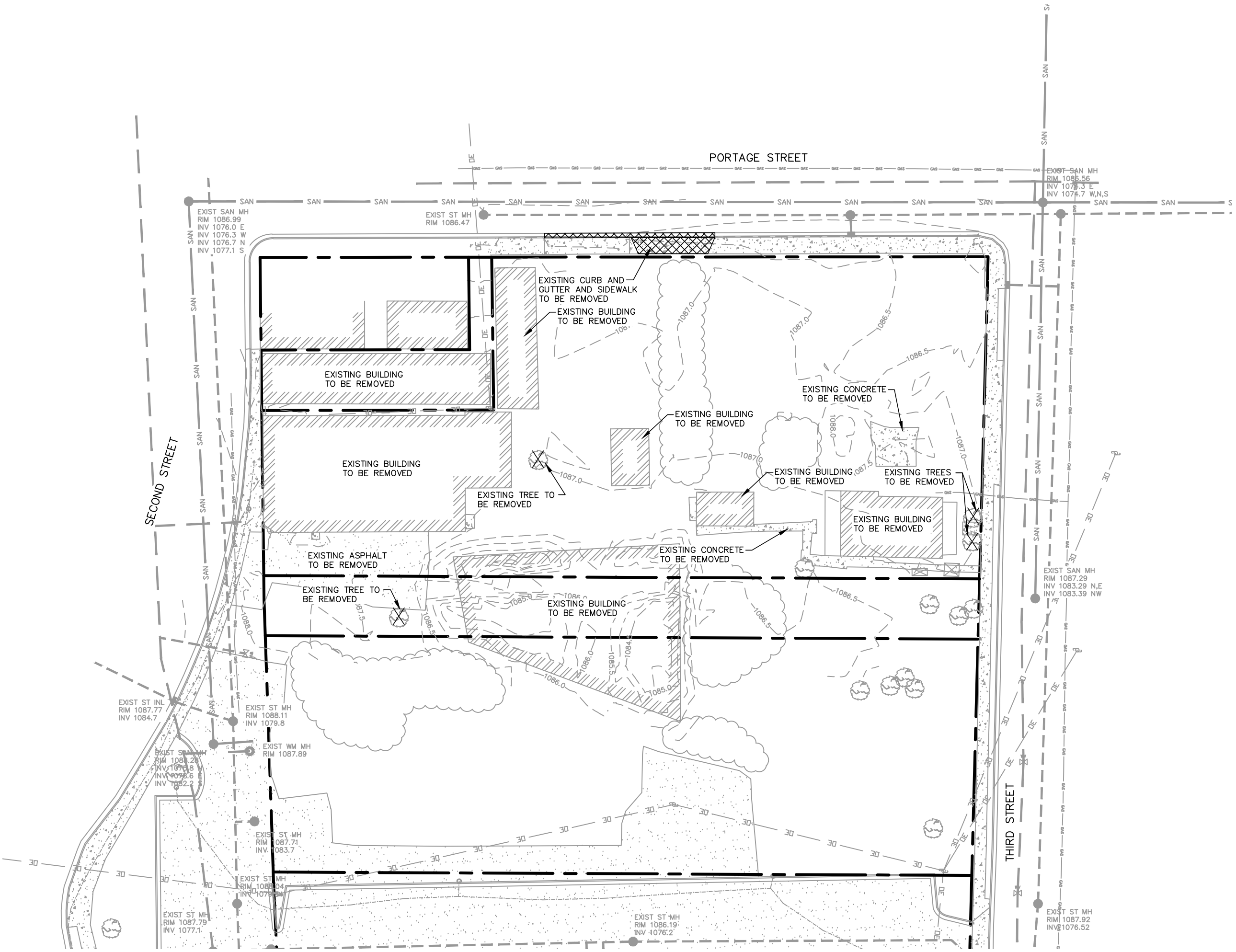
REVISION DATE

SURVEYED: RIVERSIDE
DESIGNED: MTS
DRAWN BY: NSB
APPROVED: MWT

EXISTING SITE PLAN

GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE
1" = 40'
SHEET NO.
2

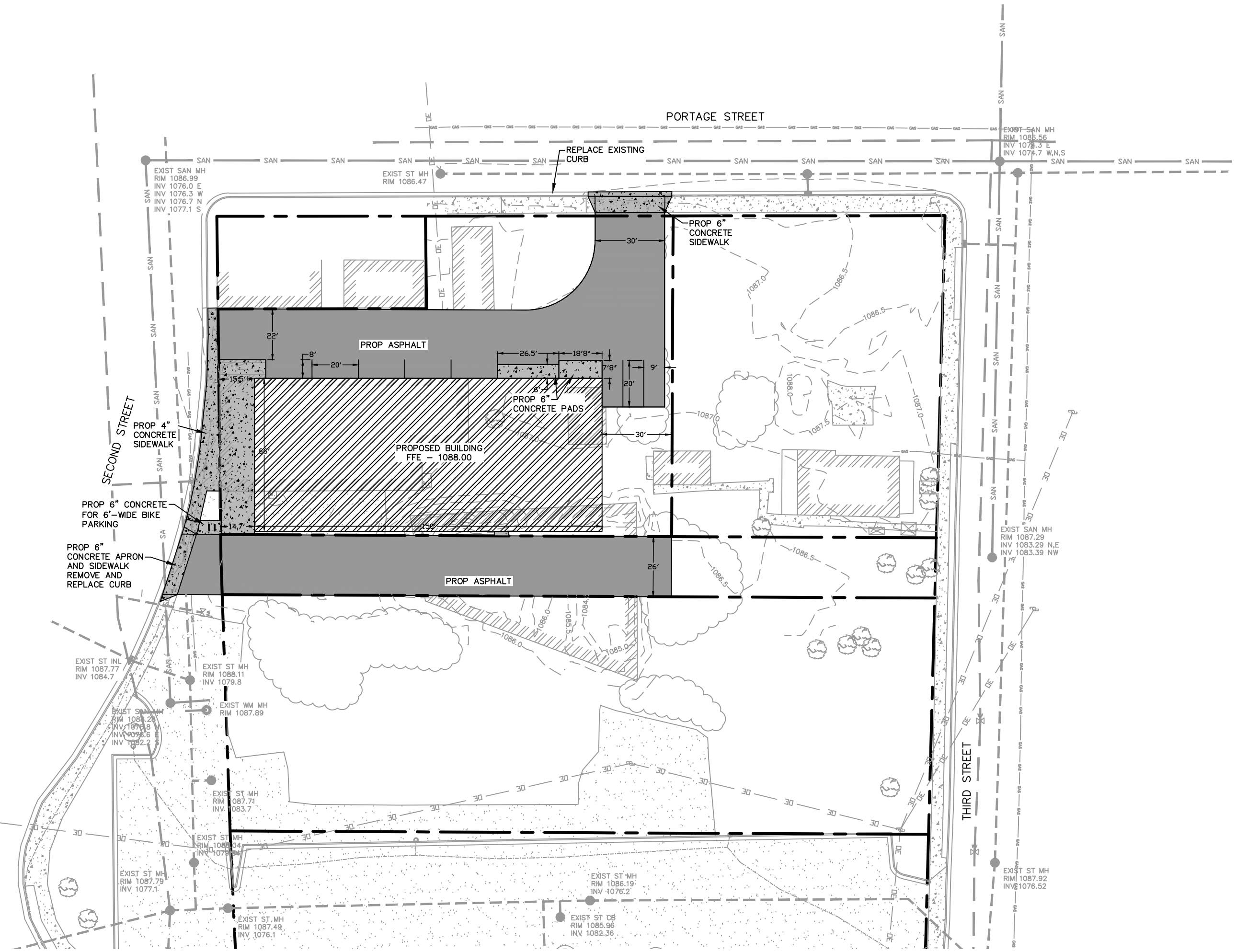


GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE

CITY OF STEVENS POINT, PORTAGE CO.

SURVEYED: RIVERSIDE
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APPROVED: MWT

3



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REVISION DATE
01-28-2022
02-15-2022

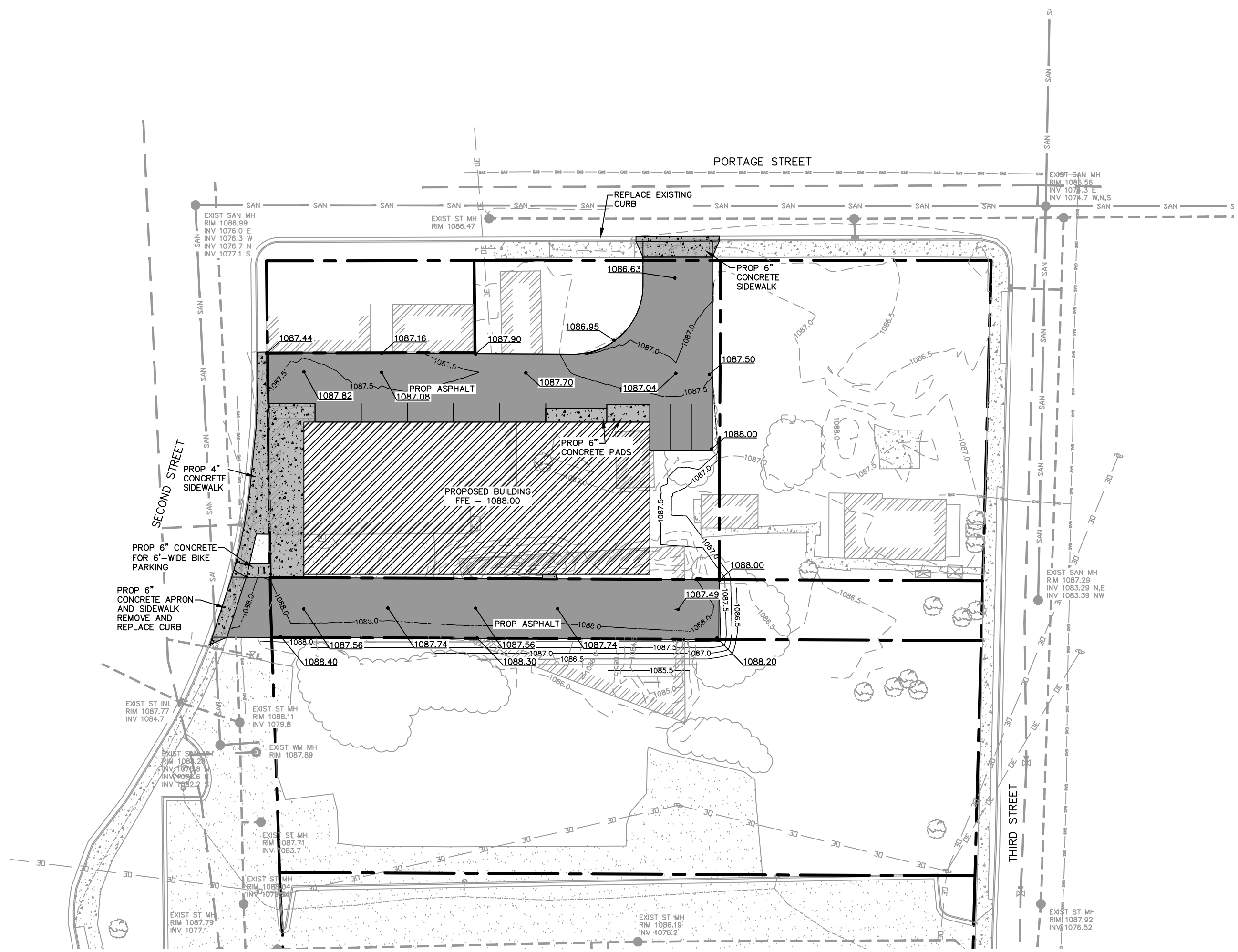
SURVEYED: RIVERSIDE
DESIGNED: MTS
DRAWN BY: NSB
APPROVED: MWT

SITE PLAN

GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE
1" = 40'

SHEET NO.
4



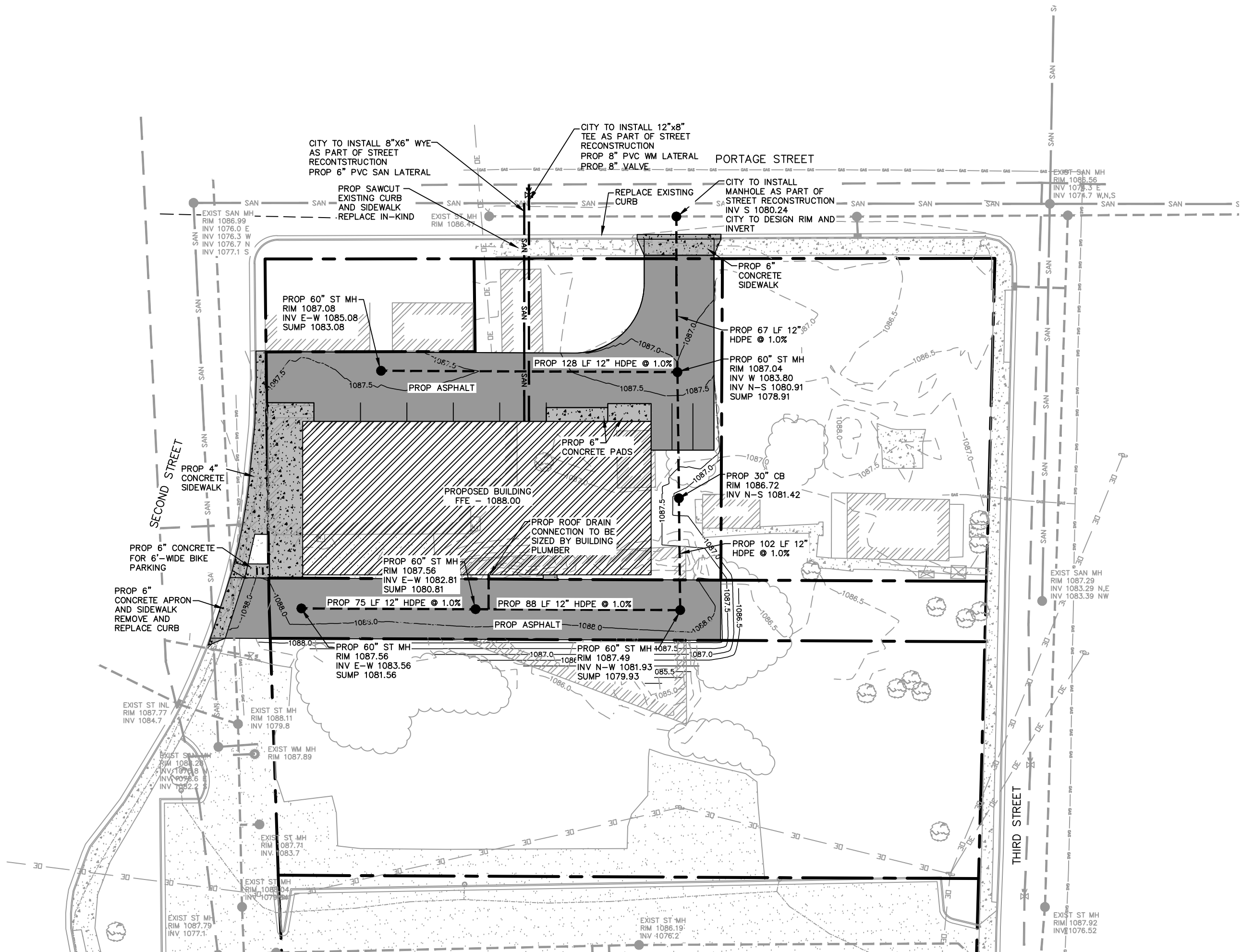
MARATHON TECHNICAL SERVICES LLC
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404 FRANKLIN ST - WAUSAU, WI 54403
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WWW.MTSLLC.NET

REVISION DATE
02-15-2022

SURVEYED: RIVERSIDE
DESIGNED: MTS
DRAWN BY: NSB
APPROVED: MWT

GRADING PLAN
GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE
1" = 40'
SHEET NO.
5



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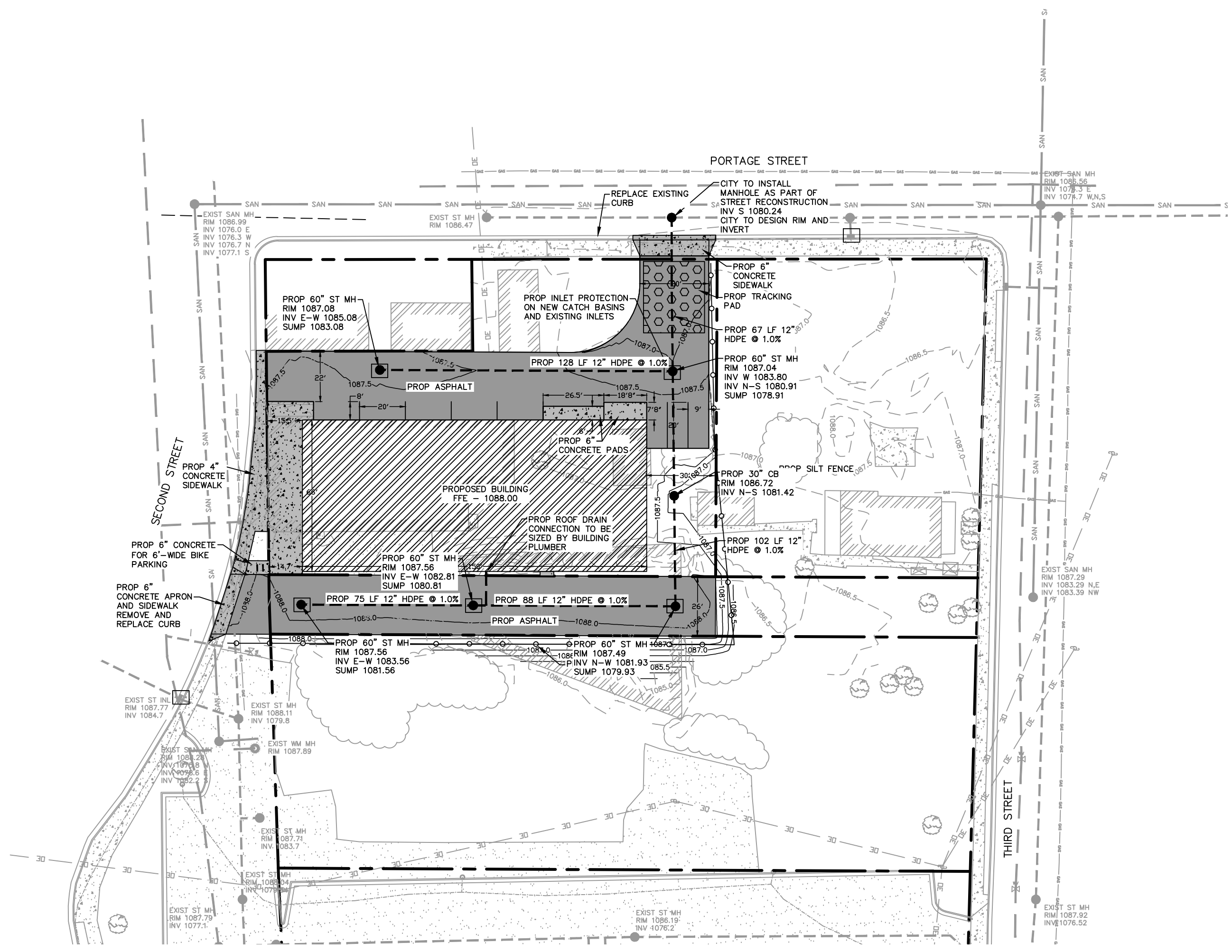
REVISION DATE
01-28-2022
02-15-2022

SURVEYED: RIVERSIDE
DESIGNED: MTS
DRAWN BY: NSB
APPROVED: MWT

UTILITY PLAN
GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE
1" = 40'
SHEET NO.

6



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REVISION DATE
02-15-2022

SURVEYED: RIVERSIDE
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DRAWN BY: NSB
APPROVED: MWT

EROSION CONTROL PLAN

GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE
1" = 40'

SHEET NO.
7

GENERAL NOTES:

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

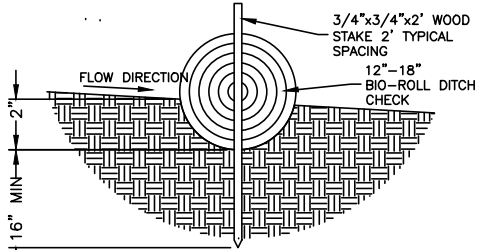
WHEN POSSIBLE THE SILT FENCE SHOULD BE CONSTRUCTED IN AN ARC OR HORSESHOE SHAPE, WITH THE ENDS POINTING UPSLOPE TO MAXIMIZE BOTH STRENGTH AND EFFECTIVENESS.

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

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

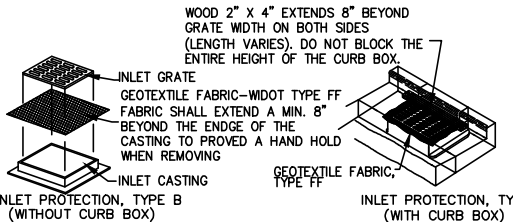
ATTACH THE FABRIC TO THE POSTS WITH WIRE STAPLES OR WOODEN LATH AND NAILS.

- STEEL POSTS SHALL BE A STUDDED "TEE" OR "U" TYPE WITH A MINIMUM WEIGHT OF 1.28 LBS./LINEAL FOOT (WITHOUT 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 A 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.



- NOTES:
- USE ONLY DITCH CHECKS FOUND ON THE WISCONSIN DEPARTMENT OF TRANSPORTATION PRODUCT ACCEPTABILITY LIST (PAL).
 - INSPECT DITCH CHECK FOR DEFICIENCIES PRIOR TO FORECASTED RAIN EVENTS, DAILY DURING EXTENDED RAIN EVENTS, AFTER RAIN EVENTS, AND AT 1-WEEK INTERVALS.
 - DITCH CHECK TO BE INSTALLED FROM TOP OF BERM TO TOP OF BERM TO PREVENT WATER FROM GOING AROUND THE DITCH CHECK.
 - A STAKE SHALL BE PLACED AT THE TOE OF SLOPE ON BOTH SIDES.
 - REMOVE SEDIMENT BEHIND DITCH CHECK BEFORE SEDIMENT LEVEL REACHES THE HALFWAY POINT BETWEEN THE GROUND SURFACE AND TOP OF THE DITCH CHECK.

TEMPORARY DITCH CHECK

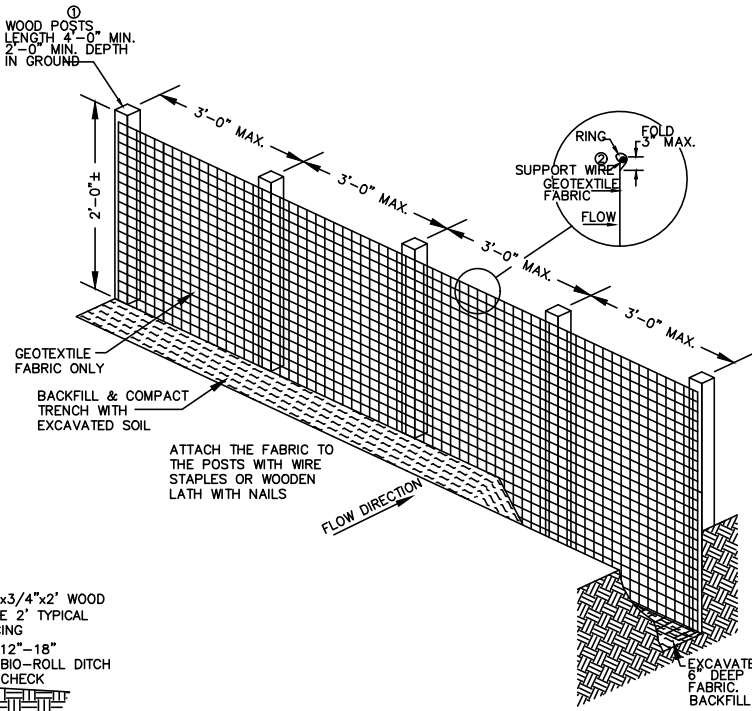


- INSTALLATION:
- REMOVE INLET GRATE
 - PLACE FABRIC OVER THE TOP OF THE CASTING
 - PLACE THE GRATE BACK IN PLACE KEEPING A MINIMUM OF 8" OF FABRIC EXTENDING ON ALL SIDES

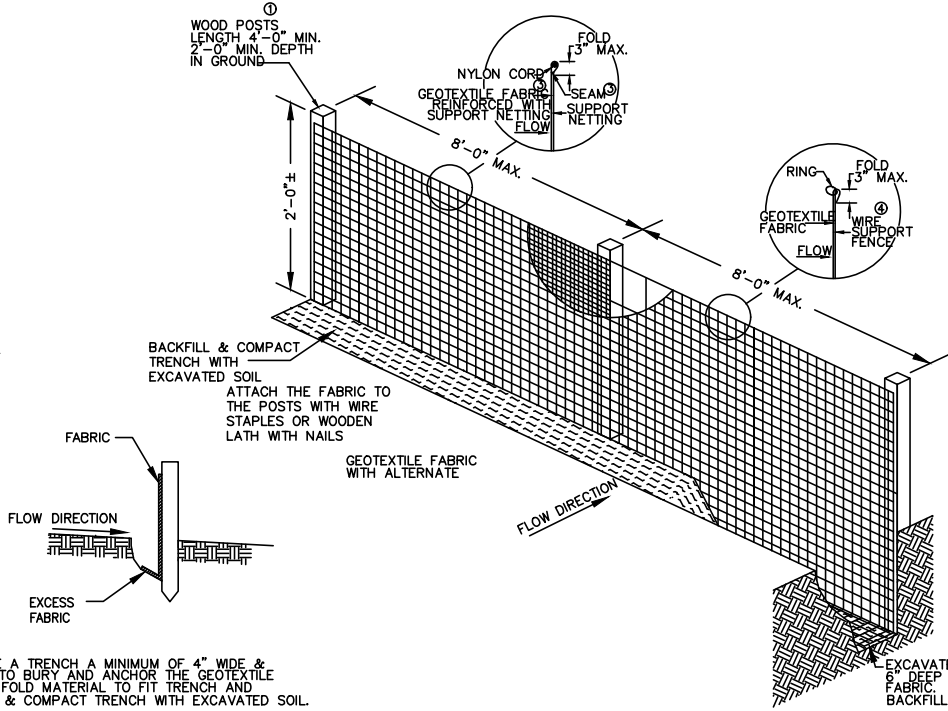
MAINTENANCE:
CLEAN AS NEEDED TO MAINTAIN FLOW. DO NOT CUT OR RIP FABRIC TO INCREASE FLOWS. USE OF FABRIC WILL CREATE SHORT TERM PONDING OF WATER. DO NOT USE FABRIC INLET PROTECTION IF ADJACENT BUILDINGS OR PROPERTIES MAY BE DAMAGED BY PONDING WATER. ELEVATIONS ON SITE SHALL BE SUCH THAT ANY PONDED WATER WILL HAVE AN EMERGENCY OVERFLOW POINT AWAY FROM AREAS THAT MAY BE DAMAGED BY FLOODING.

GENERAL NOTES:
USE ONLY THE FOLLOWING GEOTEXTILE FABRIC THAT ARE APPROVED BY THE WIDOT FOR USE AS INLET PROTECTION: A) LINO INDUSTRIAL FABRICS - GTF 403 B) TC MIRAFI FILTERWEAVE 401. FOR INLET PROTECTION, TYPE C, WITH A CURB BOX, AN ADDITIONAL 18" OF FABRIC IS WRAPPED AROUND THE WOOD AND SECURED WITH STAPLES.

INLET PROTECTION

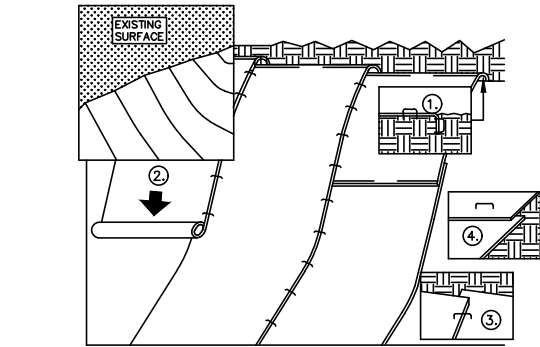


SILT FENCE ALTERNATE "A"



SILT FENCE ALTERNATE "B"

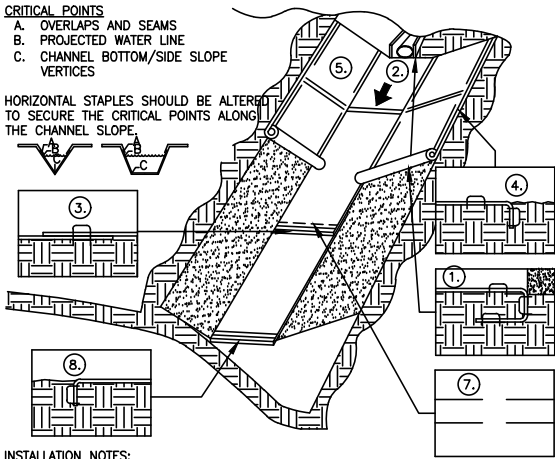
TRENCH DETAIL



INSTALLATION NOTES:

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

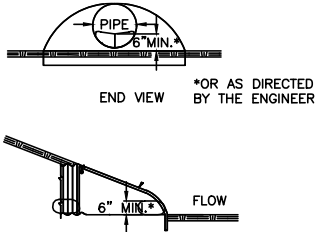
NON-CHANNEL EROSION MAT



INSTALLATION NOTES:

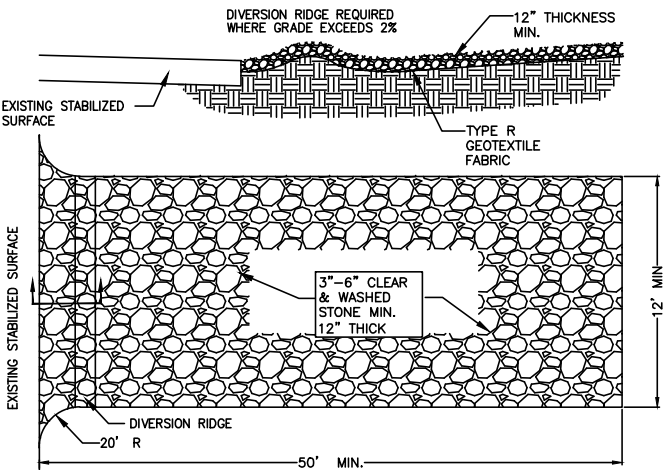
- BEGIN AT THE TOP OF THE CHANNEL SLOPE. ANCHOR THE MAT IN A 6" WIDE x 6" DEEP TRENCH. BACKFILL AND COMPACT THE TRENCH.
- ROLL THE MAT DOWN THE BOTTOM OF THE CHANNEL SLOPING IN DIRECTION OF FLOW.
- OVERLAP END TO END APPROX. 6" WITH DOUBLE ROW OF STAGGERED STAPLES APPROX. 4" APART.
- BEGIN AT THE TOP OF THE SIDE SLOPES. ANCHOR THE MAT IN A 6" WIDE x 6" DEEP TRENCH. BACKFILL AND COMPACT THE TRENCH.
- EROSION MAT ON SIDE SLOPES MUST BE MINIMUM OVERLAP OF 4" AND STAPLED.
- OVERLAP END TO END APPROX. 6" AND STAPLE OVERLAP AREA WITH STAPLES APPROX. 12" APART.
- IN HIGH FLOW CHANNEL, A STABLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A ROW OF STAPLES 4" APART OVER THE WIDTH OF CHANNEL. PLACE A SECOND ROW OF STAPLES 4" BELOW THE FIRST ROW IN A STAGGERED PATTERN.
- IN THE CHANNEL ANCHOR THE MAT IN A 6" WIDE x 6" DEEP TRENCH. BACKFILL AND COMPACT THE TRENCH.

CHANNEL EROSION MAT



- GENERAL NOTES:
- USE NO.2 COARSE AGGREGATE OR BREAKER RUN TO FILL THE BAGS.
 - PLACE BAGS END TO END OR OVERLAPPING TO FAR ENOUGH UP THE SIDES OF THE DITCH TO PREVENT ERODING AROUND ENDS.

ROCK FILTER BAG CULVERT PIPE CHECK



- NOTES:
- 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.
 - WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
 - 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.
 - IF TRACKING PAD IS FILLED WITH SEDIMENT REMOVE AND REPLACE AGGREGATE.
 - IF A 50' PAD LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL MAXIMUM LENGTH PRACTICABLE.

ROCK CONSTRUCTION ENTRANCE

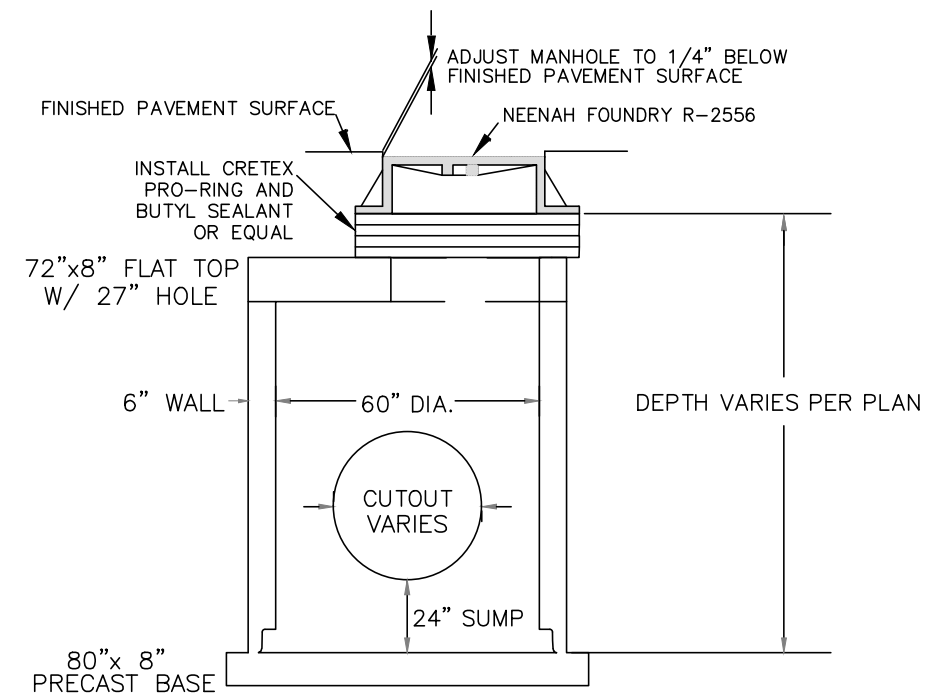
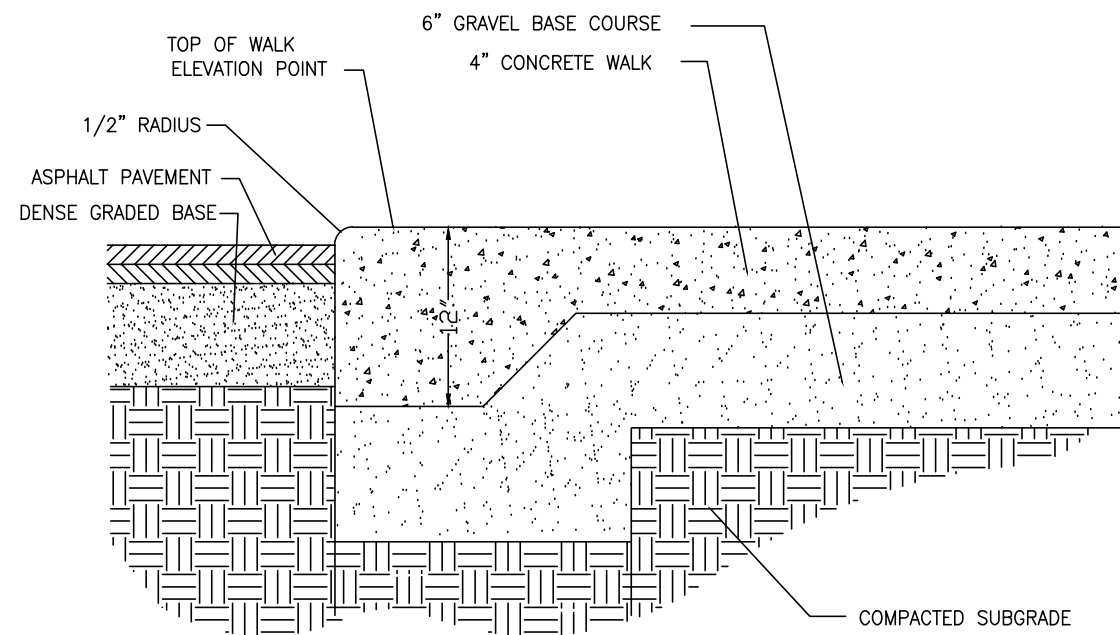
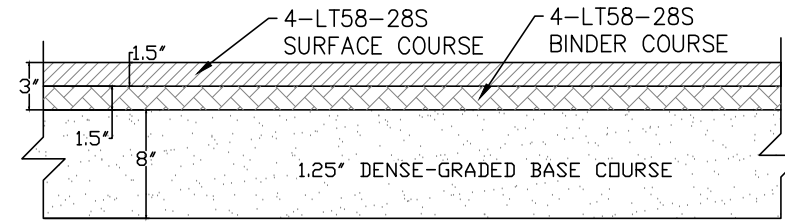
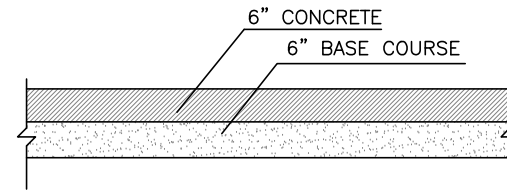
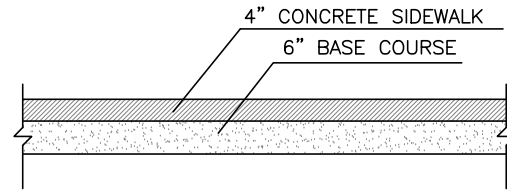
MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
404 FRANKLIN ST - WAUSAU, WI 54403
PHONE & FAX - (715)843-7292
WWW.MTSLLC.NET

REVISION DATE

SURVEYED: RIVERSIDE
DESIGNED: MTS
DRAWN BY: NSB
APPROVED: MWT

EROSION CONTROL DETAILS
GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE
NO SCALE
SHEET NO.



MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
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REVISION DATE

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DRAWN BY: NSB
APPROVED: MWT

DETAILS

GREAT NORTHERN DISTILLING
CITY OF STEVENS POINT, PORTAGE CO.

SCALE

NO SCALE

SHEET NO.

9

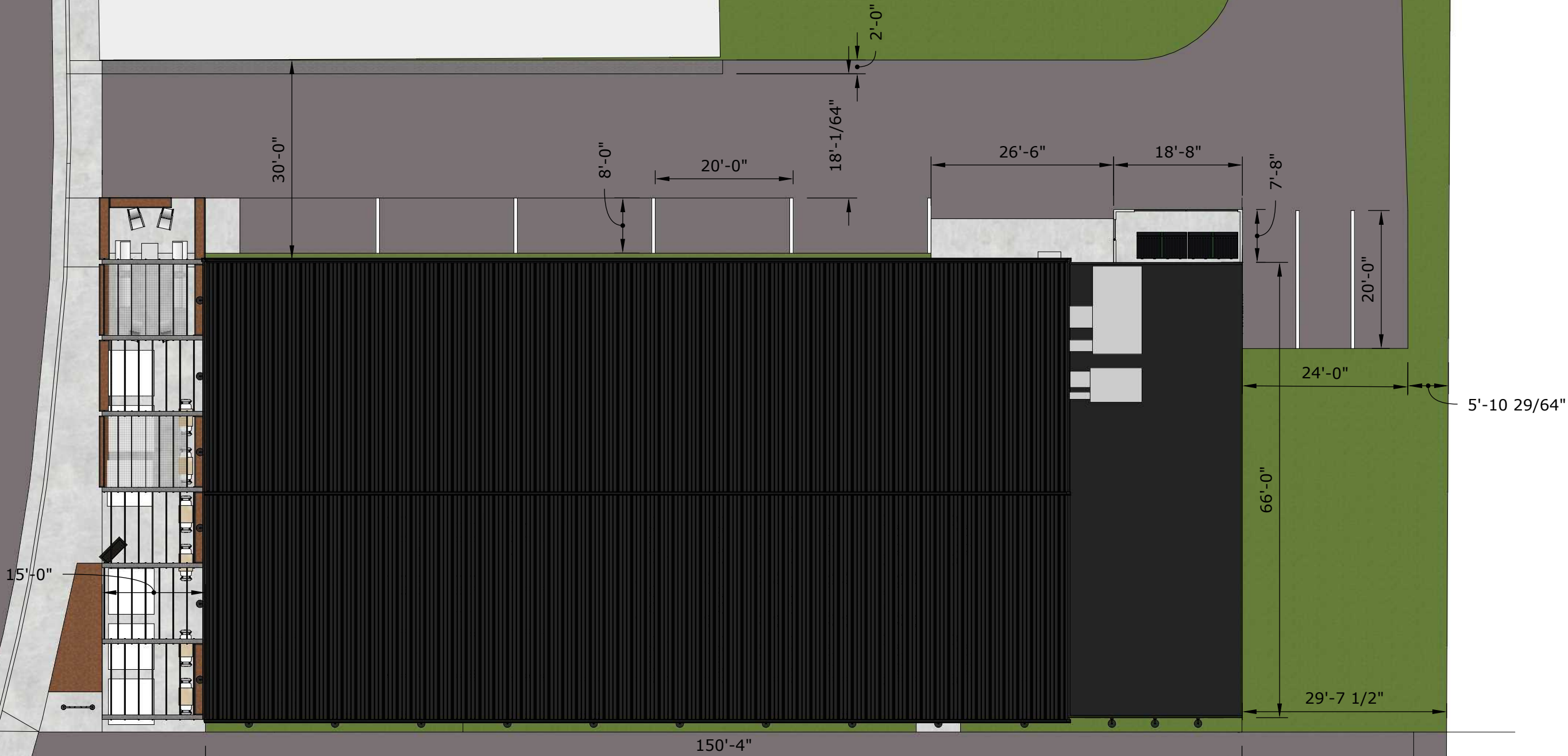
REVISED GND SITE
2/8/2022

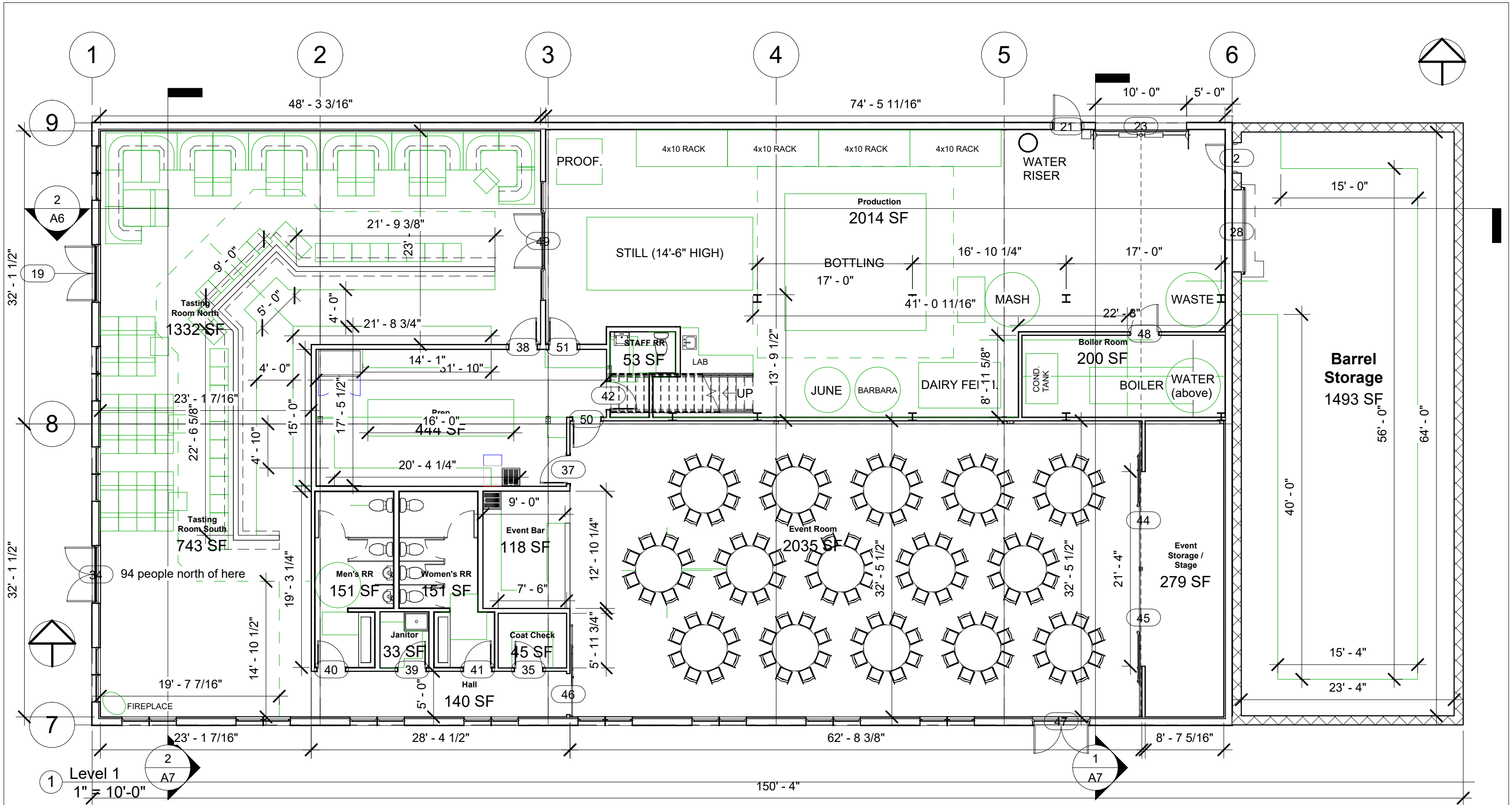
SHOWN TO SCALE
1/16" = 1'-0"



SECOND ST

SECOND ST





Wanta & Son, Inc.
172943 County Rd C
Hatley, WI 54440
(715) 454-6681
wanta@wanta.com

Great Northern Distilling

GND - Stevens Point

No.	Description	Date

First Floor		
Project number	na	A1
Date	2/9/2022	
Drawn by	RJW	
Checked by	Checker	
		Scale 1" = 10'-0"



1 South
3/32" = 1'-0"

2 North
3/32" = 1'-0"

- High Eave North 26'-3"
- Low Eave North 23'-6"
- Parapet 21'-4"
- High Eave South 19'-0"
- Upper Mezzanine 15'-0"
- Low Eave South 16'-3"
- Mezzanine 10'-6"
- Level 1 0'-0"

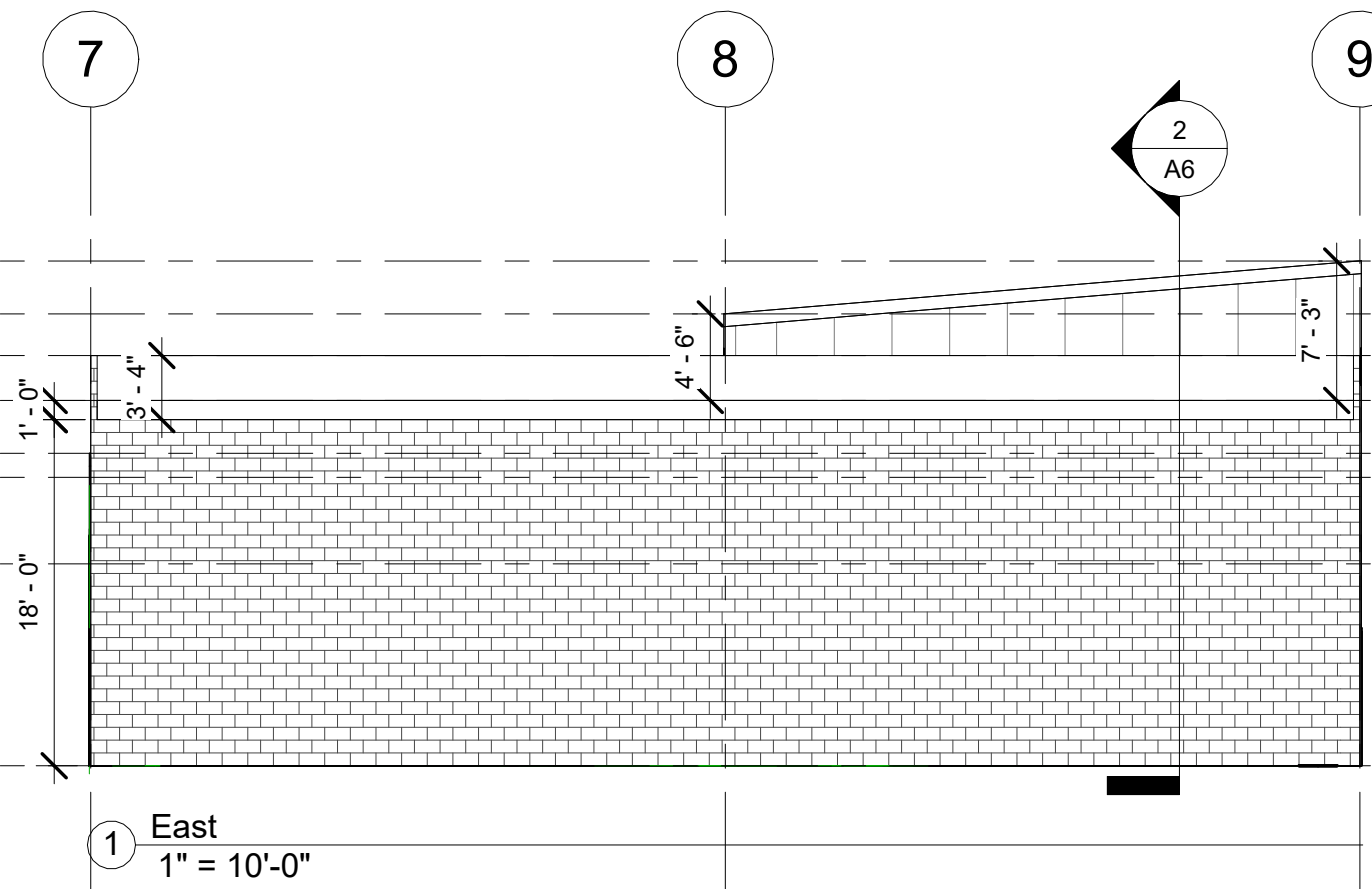


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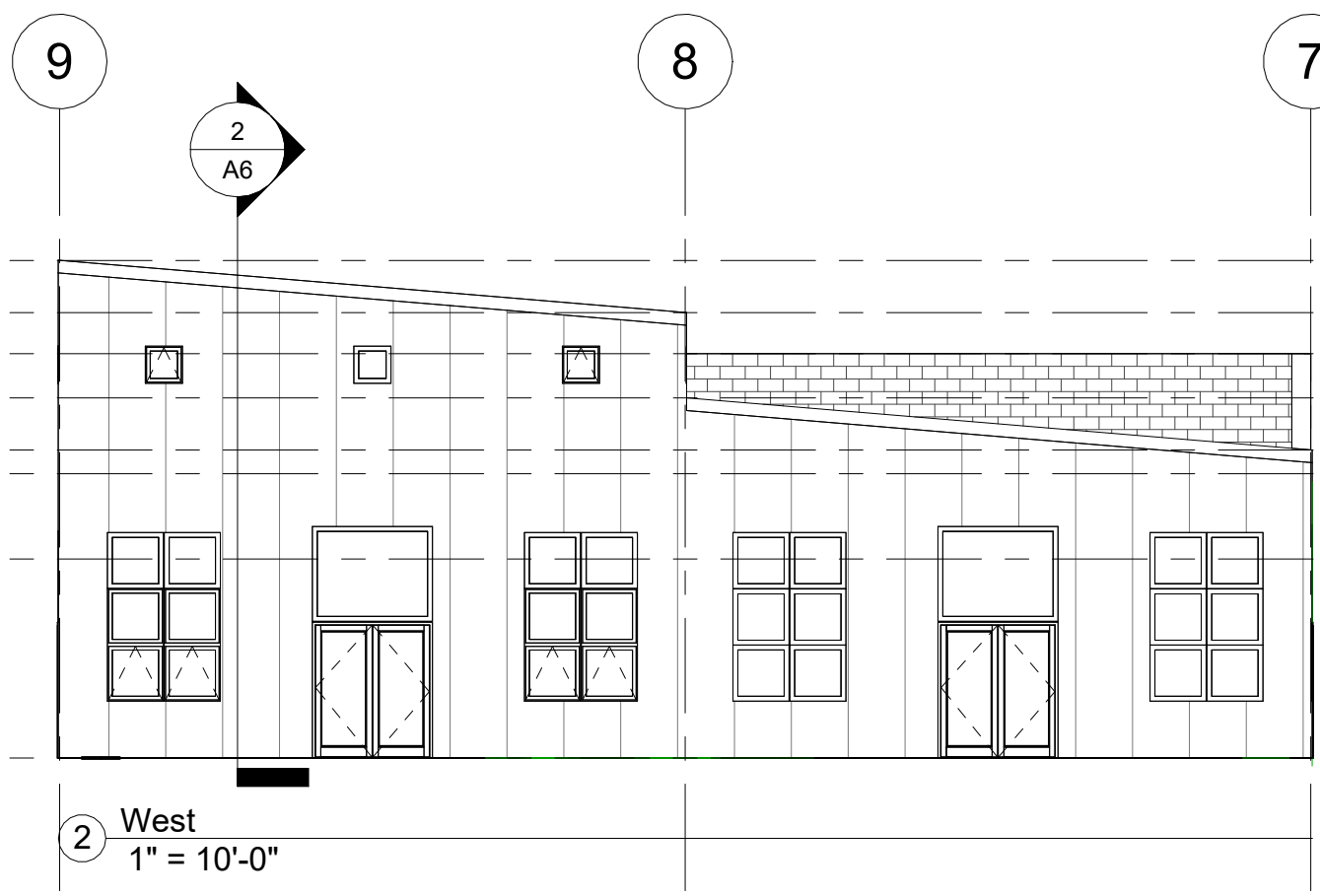
Great Northern Distilling GND - Stevens Point

No.	Description	Date

Elevations		
Project number	na	A4
Date	2/9/2022	
Drawn by	Author	
Checked by	Checker	
		Scale 3/32" = 1'-0"



- High Eave North 22' - 2"
- Low Eave North 23' - 6"
- High Eave 21' - 4"
- Low Eave 19' - 0"
- Upper Mezzanine 15' - 0"
- Mezzanine 10' - 6"
- Level 1 0' - 0"



- High Eave North 22' - 2"
- Low Eave North 23' - 6"
- High Eave 21' - 4"
- Low Eave 19' - 0"
- Upper Mezzanine 15' - 0"
- Mezzanine 10' - 6"
- Level 1 0' - 0"

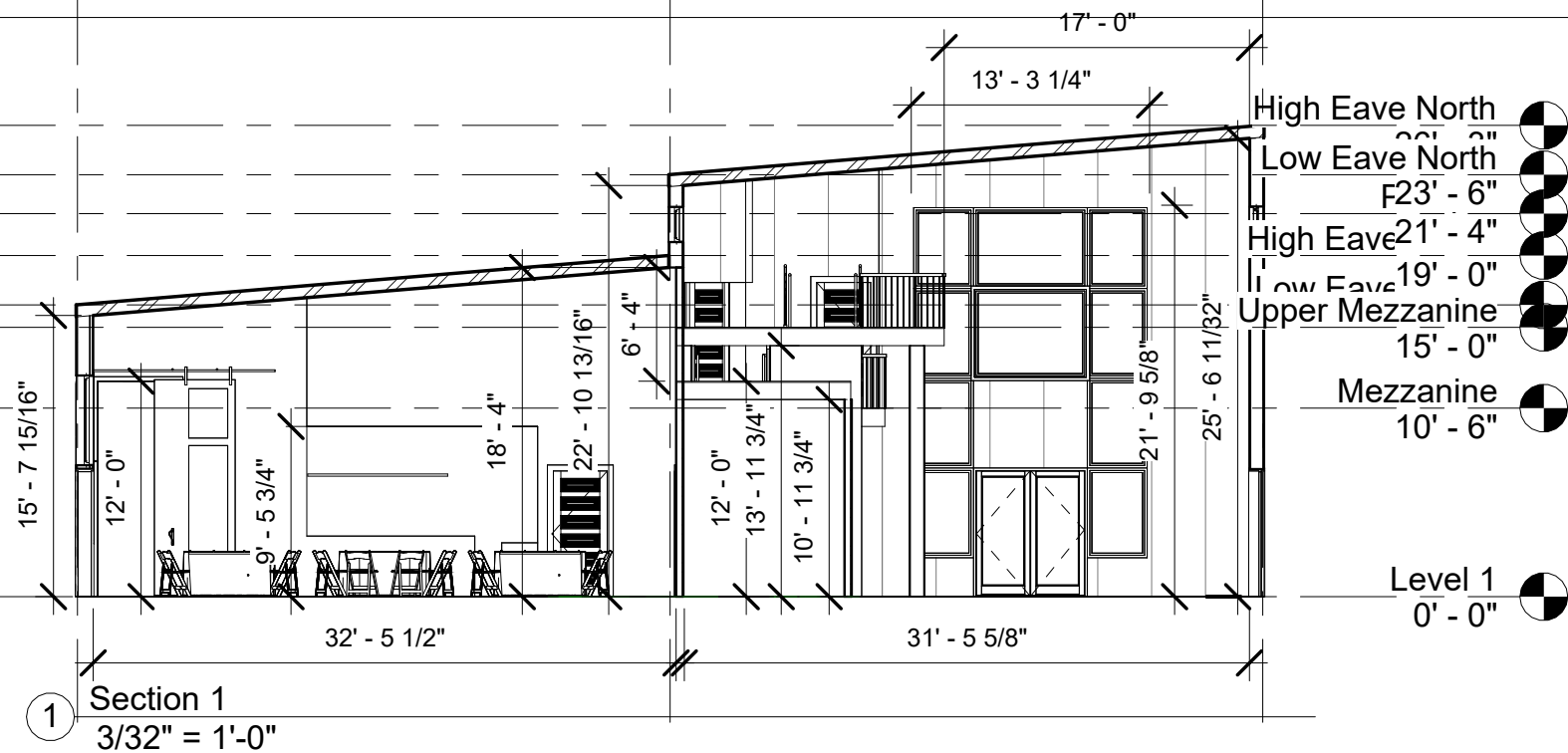


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wanta@wanta.com

Great Northern Distilling GND - Stevens Point

No.	Description	Date

Elevations		
Project number	na	A5
Date	2/9/2022	
Drawn by	Author	
Checked by	Checker	
		Scale 1" = 10'-0"



6

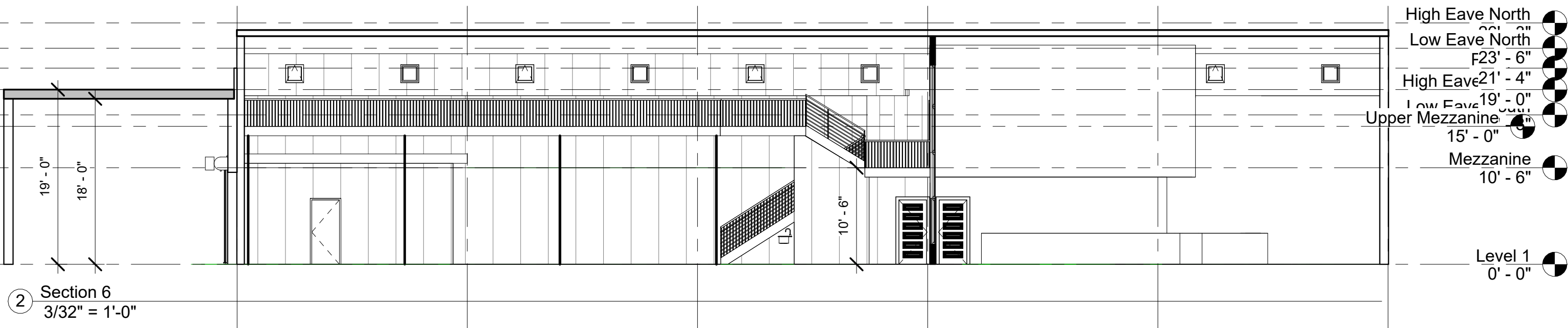
5

4

3

2

1



2



Wanta & Son, Inc.
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Hatley, WI 54440
(715) 454-6681
wanta@wanta.com

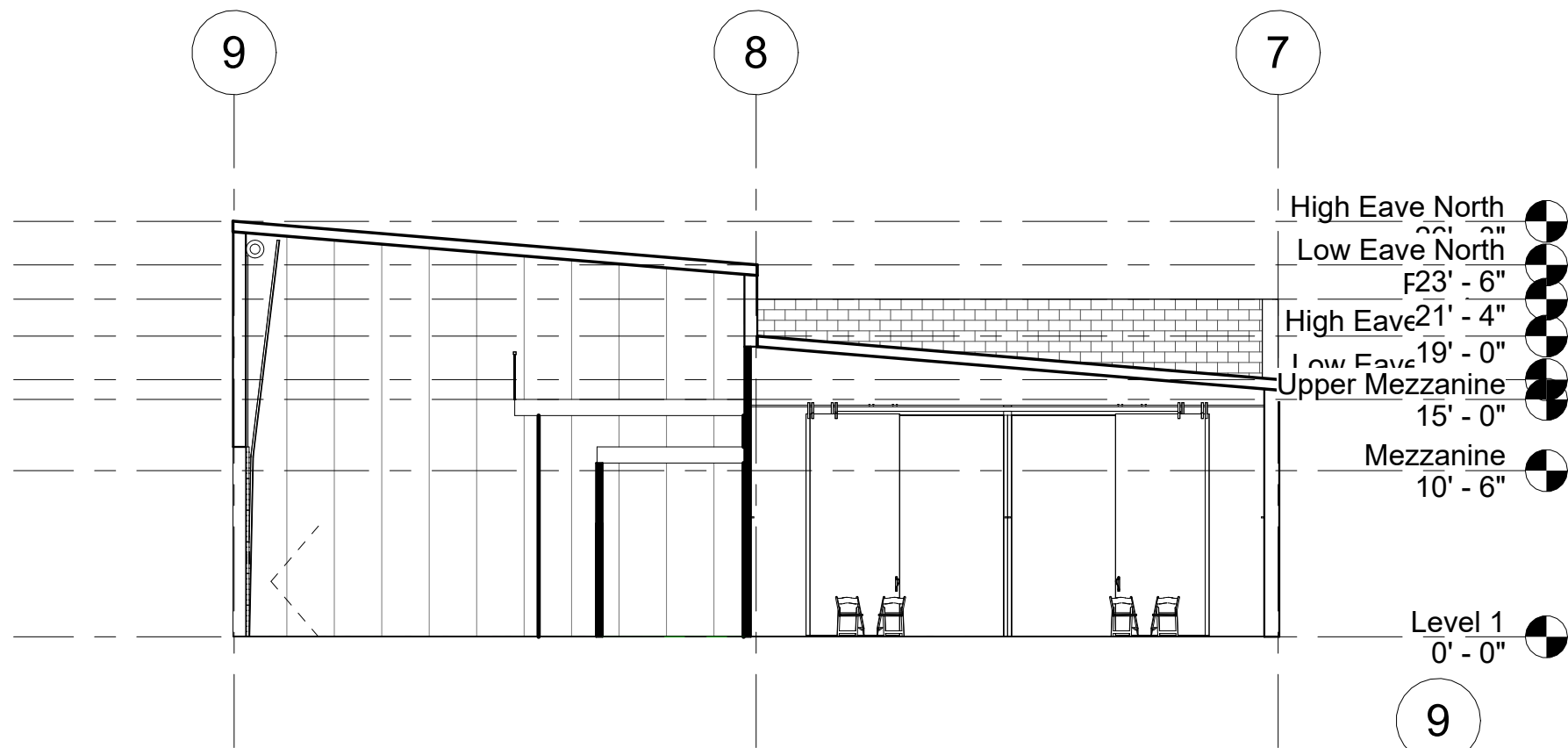
Great Northern Distilling

GND - Stevens Point

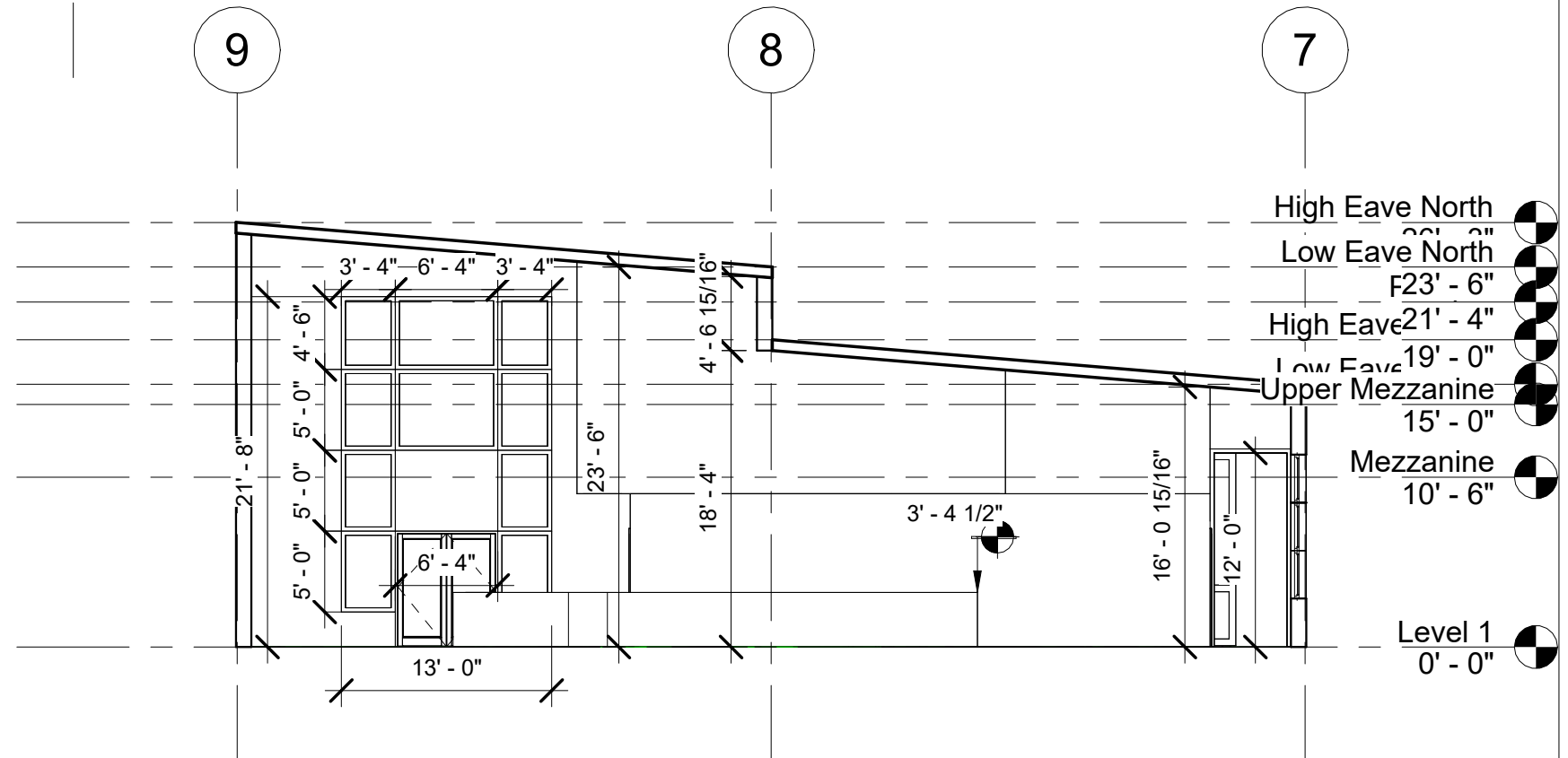
No.	Description	Date

Building Sections

Project number	na	A6
Date	2/9/2022	
Drawn by	Author	
Checked by	Checker	
		Scale 3/32" = 1'-0"



1 Section 5
3/32" = 1'-0"



2 Section 7
3/32" = 1'-0"



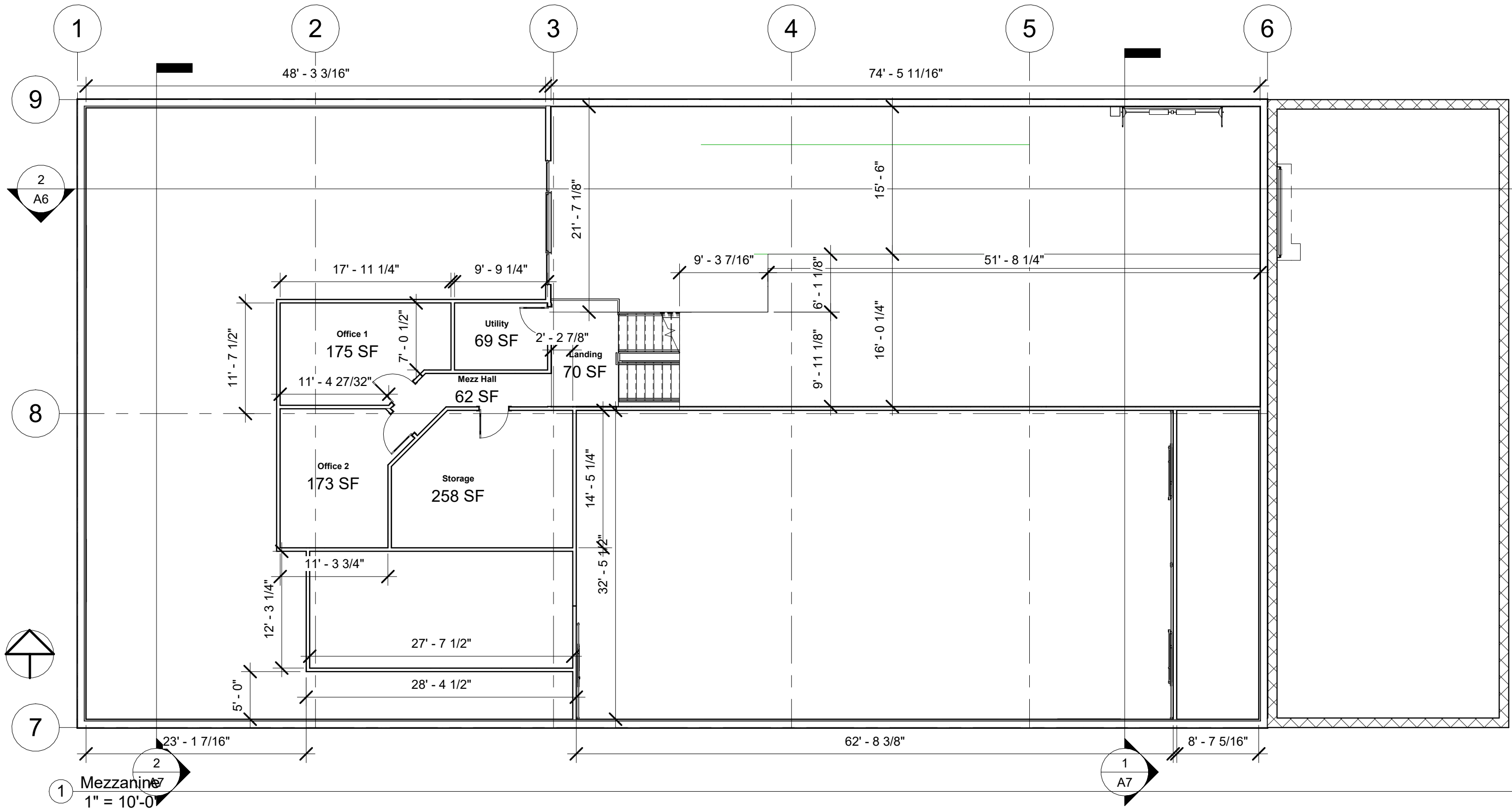
Wanta & Son, Inc.
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Hatley, WI 54440
(715) 454-6681
wanta@wanta.com

Great Northern Distilling GND - Stevens Point

No.	Description	Date

Building Sections

Project number	na	A7
Date	2/9/2022	
Drawn by	Author	
Checked by	Checker	
Scale 3/32" = 1'-0"		



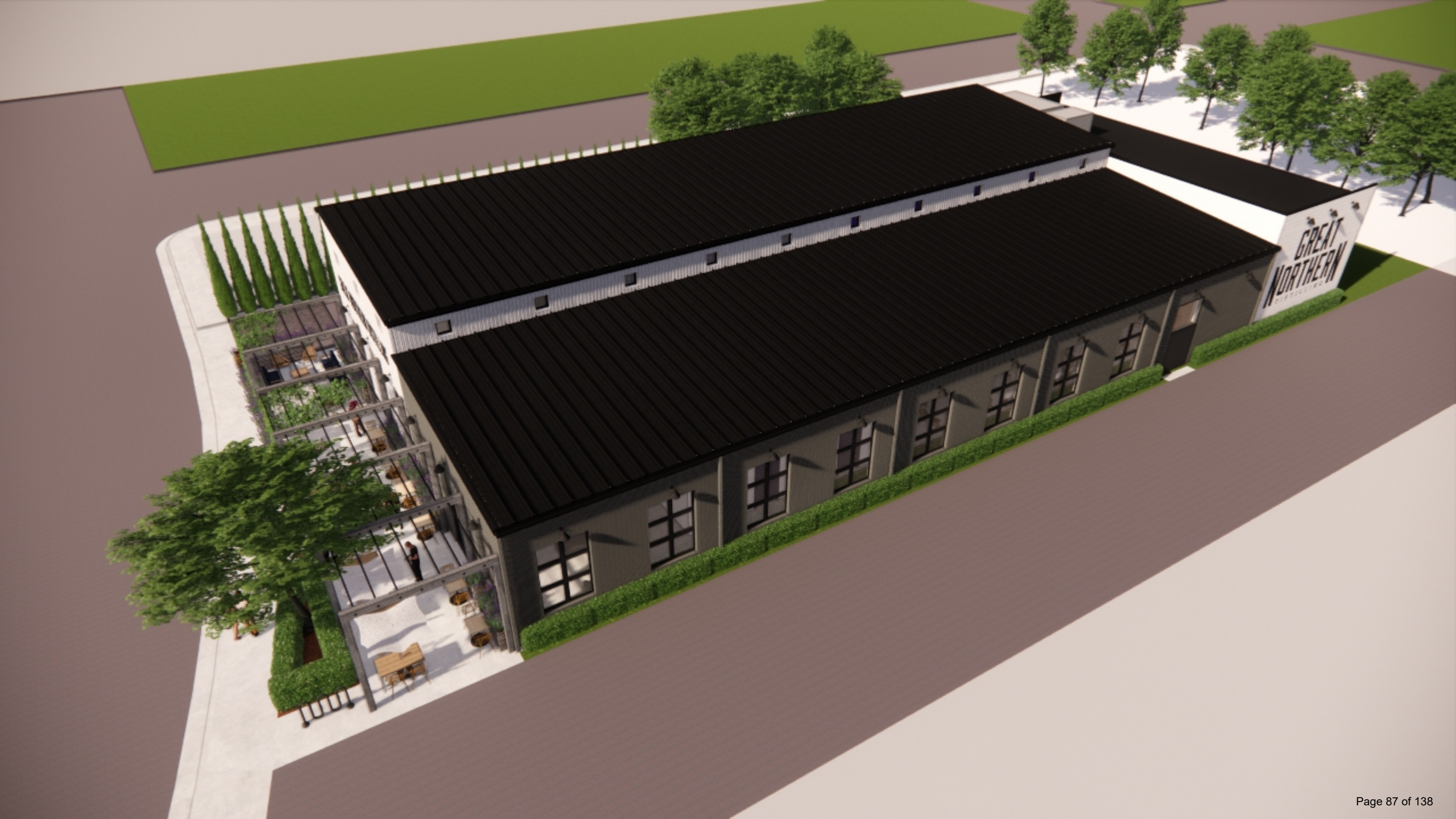
Wanta & Son, Inc.
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Hatley, WI 54440
(715) 454-6681
wanta@wanta.com

Great Northern Distilling GND - Stevens Point

No.	Description	Date

Mezzanine Floor Plan		
Project number	na	A15
Date	2/9/2022	
Drawn by	Author	
Checked by	Checker	
		Scale 1" = 10'-0"













Administrative Staff Report

Conditional Use Permit & Site Plan Review Construct Senior Living Facility

Songbird Lane

March 7, 2022

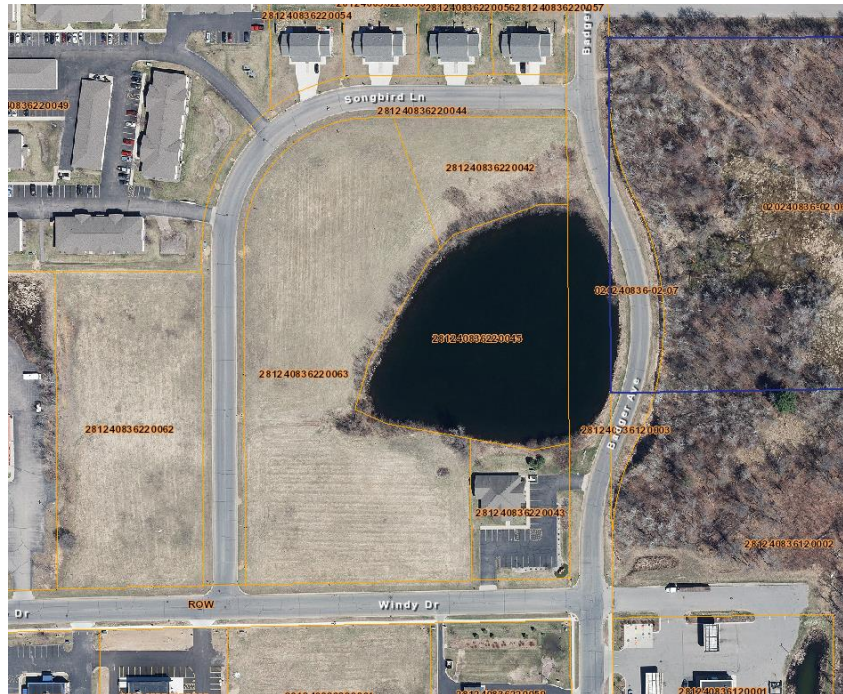


Department of Community
Development

Applicant(s): - Les Dobbe, representing Parkdale Development LLC Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240836220063 281240836220042 Zone(s): "B-5" Highway Commercial Master Plan: - Commercial / Office / Multi-Family Council District: - District 7 Ald. Kneebone Lot Information: - Frontage: 1,648 ft. - Depth: 357 ft. - Lot Size: 235,152 sq. ft. (5.4 ac.) Current Use: - Undeveloped Applicable Regulations: 23.02(1)(f)(3)(g) 23.02(2)(e)(5)	Request - Public Hearing and action on a request from Les Dobbe, representing Parkdale Development LLC, for a conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(1)(f)(3)(g). - A request from Les Dobbe, representing Parkdale Development LLC, for a Site Plan Review to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(2)(e)(5) Attachment(s) - Application - Plans Findings of Fact - The applicant, representing the property owner and Copperstone Holdings LLC, is requesting to construct a one-story, 96,576 sq ft senior living facility. - The proposed structure would house approximately 60 assisted living units and 20 memory care units. - Additional site features include the construction of 87 parking stalls along the perimeter of Songbird Lane, a detached garage for site maintenance and open space areas adjacent to water body. - The subject parcels are zoned "B-5" Highway Commercial. Senior living facilities are a conditional use within the "B-5" District. - A Site Plan Review is required for all new structures located on a property zoned "B-5" Highway Commercial. Staff Recommendation Approve the conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042). Approve the Site Plan Review to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), subject to the following conditions:
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	1. Future phases of development are subject to Conditional Use Permit and Site Plan Review consistent with the City's zoning code. 2. Sidewalks shall be constructed along Songbird Lane and Windy Drive, subject to the review and approval of Public Works staff. 3. Fire Suppression sprinklers are required to be installed in the building, subject to the review and approval of the City Fire Marshal. 4. The applicant shall work with the Fire Marshal on ensuring appropriate fire access exists for the planned development. 5. Fire Department Connections are required and shall be subject to the review and approval of the City Fire Marshal. 6. A knox box shall be installed on the structure, subject to the review and approval of the City Fire Marshal. 7. An erosion control permit shall be obtained with appropriate erosion control measures installed throughout the duration of construction, subject to the review and approval of Public Utilities staff. 8. All parking lot aisles designated for two-traffic shall be 22 feet in width consistent with the City's zoning code. 9. One additional accessible stall shall be provided on the property in compliance with the Americans with Disabilities Act Accessibility Guidelines. 10. An additional interior landscape island shall be constructed along the northwest corner of the unaddressed Songbird Lane parcel, subject to the review and approval of the Zoning Administrator. 11. An updated landscaping plan shall be submitted showing specifications of proposed species that will be planted, subject to the review and approval of the Zoning Administrator. 12. Bicycle racks shall be installed on the property to provide a minimum of six bicycle parking spaces. Such bicycle racks shall be constructed and installed meeting applicable Zoning Code requirements. 13. A building permit shall be obtained prior to the start of construction. 14. Staff shall have the ability to approve minor changes to the site plan.
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Vicinity Map



Background

Overview: The applicant, representing the property owner and Copperstone Holdings LLC, is requesting to construct a one-story, 96,576 sq ft senior living facility along Songbird Lane. The proposed structure would house 60 assisted living units and 20 memory care units. As shown in the below site plan, a second phased development of the proposed senior living facility is outlined within the application, however, will need another conditional use permit and site plan review when the second phase is going to begin construction.

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

Conditional Use: The subject properties are zoned "B-5" Highway Commercial. The intent of the "B-5" District is "to provide for larger retail, commercial, office, and service uses which depend upon access to major highways. This district is primarily intended to accommodate regional commercial uses requiring larger land areas than the "B-4" Commercial District and which depend upon region-wide usage and region-wide access." Staff believes that the proposed senior living facility meets the intent of the "B-5" District as these facilities generally require larger lot sizes with sufficient access giving the increased traffic that is expected. While the proposed use is not retail, commercial or office-oriented, the proposed living units would harbor a stronger retail climate along the Highway 10 East corridor and will better preserve the long-term commercial vitality of this region.

The City's Zoning Code identifies senior living facilities as convalescent homes, rest homes and nursing homes. The Zoning Code's definition of these uses are shown below. Senior living facilities are a conditional use starting in the City's

“R-4” Multiple Family I Residence District and carrying through to all commercial zoning districts, including the “B-5” District.

NURSING HOME/CONVALESCENT HOME/REST HOME - a building or structure where care and accommodations are provided for invalid, infirm, aged, convalescent, or physically disabled or injured persons. This definition does not include persons who are insane or suffer other mental diseases, are inebriate or persons with contagious diseases. A ‘Nursing Home’ is neither a group home nor a halfway house.

Ch. 23.02(1)(f) “R-4” Multiple Family I Residence District

(3) Conditional Uses

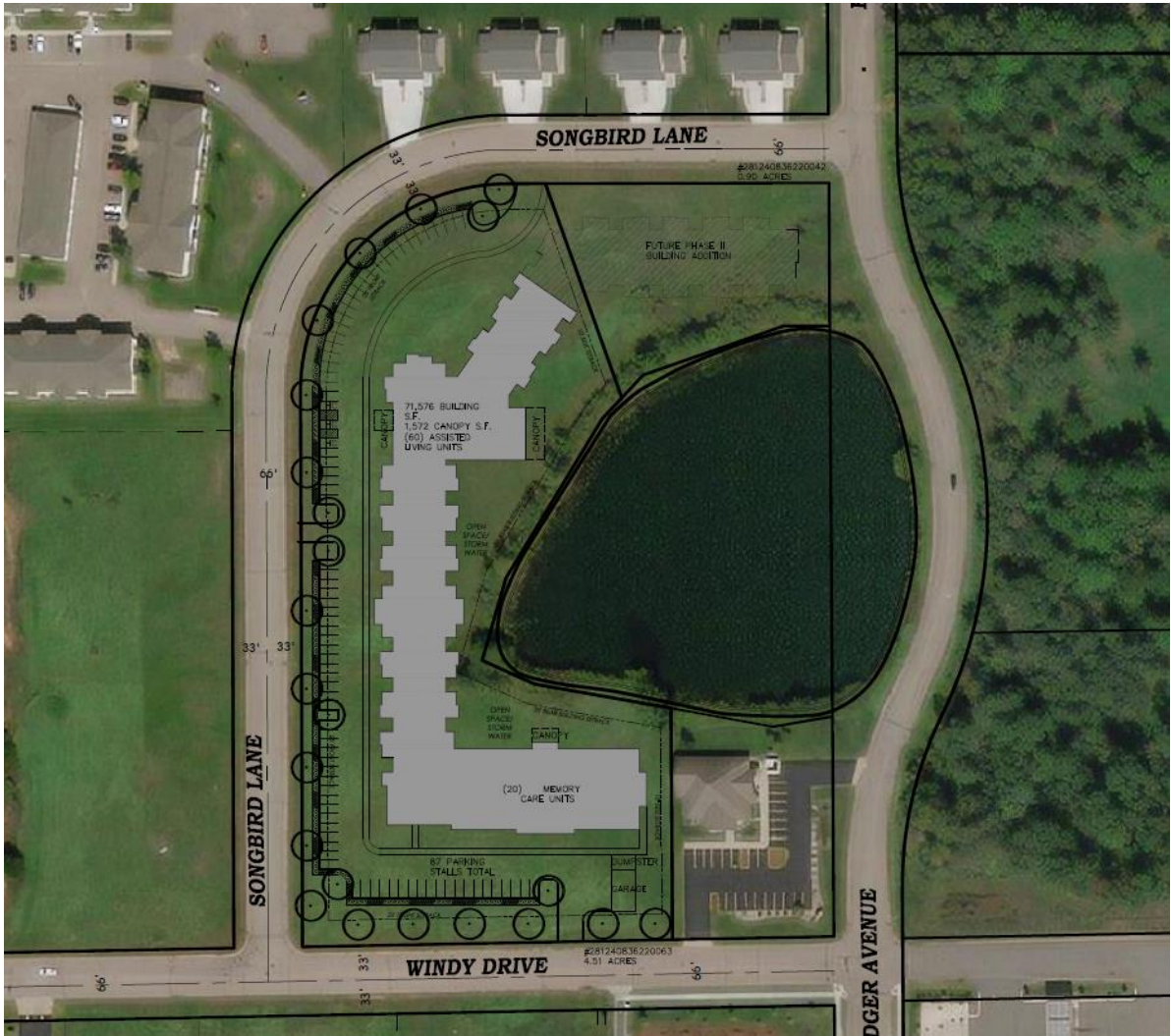
(g) Rest homes, nursing homes, and homes for the aged

Site Plan Review: Along with allowing for larger retail, commercial and office uses, the intent of the “B-5” District is also to ensure that a quality site design exists that minimizes traffic congestion and improves traffic safety along the Highway 10 East corridor. The Zoning Code states that the intent of the “B-5” District is “to provide for open space, to prevent congestion, to protect the highway corridor, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect property values, and to create a convenient and safe commercial area.” For any new structures that are proposed within the “B-5” District, the City’s Zoning Code requires a Site Plan Review that focuses on a variety of site features impacting traffic, access, and safety. Such requirement is outlined below.

Ch. 23.02(2)(e) “B-5” Highway Commercial District

(5) *Site Plan Review. In addition to the standards contained in this and other City ordinances, no building or zoning permit shall be issued for a new use or renovation of any part of an existing use in this Highway Commercial District until the Common Council has approved the site plan for the proposed use. This requirement is adopted to protect the health, safety, and welfare of the citizens of the City and the property owners, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect pedestrians, and to protect property values. Site plan review shall include but not be limited to review of compliance with highway access safety considerations, reduction of access points along the highway, alignment of access points directly or almost directly across from each other consistent with the adopted Highway Access Plan, the sharing of drive access points between adjacent properties, provisions for access easements necessary to implement the access plan, parking lot layout, joint parking provisions, building setback and entrance/service drive positioning, internal traffic circulation, and compliance with all standards contained in City ordinances.*

The proposed development has been reviewed subject to the City’s review standards for conditional use permits and site plan reviews. Further discussion is found below.



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 structure is approximately 96,576 sq ft in size and at one story in height.
Findings: The applicant is seeking to construct a senior living facility within the “B-5” Highway Commercial Zoning District. While senior living facilities are considered more of an intense use, staff does not believe that the proposed conditional use permit would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. As the subject parcels are zoned “B-5” Highway Commercial, the applicant would also need to obtain Site Plan Review approval that focuses extensively on promoting traffic, access, and safety control. With increased regulatory review as required by the Zoning Code, along with the proposed use needing to meet applicable health code requirements as mandated by the Wisconsin Department of Health Services, staff believes that the applicant’s proposal meets this standard.

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

Analysis: According to the City's Zoning Code, the "B-5" Highway Commercial District is established, in part, to "prevent congestion, to protect the highway corridor, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect property values, and to create a convenient and safe commercial area." As senior living facilities represent a significant population cluster that requires available parking and transportation options, careful planning in site design is required to ensure that any negative characteristics associated with the proposed use (e.g., traffic circulation, parking, etc.) are kept to a minimum.

Findings: The site plan and proposed development should not injure the uses of adjacent properties. The proposed high-density residential use acts as a natural buffer between the higher-density commercial uses along Highway 10 East and the single- and two-family uses to the north. Regarding site design, the proposed site plan provides multiple access points into and out of the property along different street frontages (Songbird Lane and Windy Drive). Knowing this, along with the safeguards that are present on the state level with senior living facilities, staff believes that this standard is met.

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

Analysis: The respective area is in an established and developed area of the city and has been undeveloped for several years.

Findings: See standards one and two above. The subject parcels adjoin properties that are similarly zoned "B-5" Highway Commercial to the east, south and west. Duplex and single-family zero lot line developments exist to the north. As mentioned earlier, the proposed use acts as an appropriate buffer between commercial uses to the south and residential uses to the north. By promoting transitional locations between areas of different land use intensities, it promotes an orderly development of the Highway 10 East corridor.

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: As the proposed structure encompasses a large footprint, alternating roof pitches play a predominant part of the architectural appeal of the building. The roof pitch is at its greatest near the primary entrance to the building (off of Songbird Lane) and a large awning is planned to not only provide shade and shelter at the pick-up/drop-off location, but also creates more variation in building height. As shown in the renderings attached, variation in paint color proposed (i.e., brown siding, light brown awnings, black shingled roof) and façade material (i.e., synthetic siding, brick and stone) provides a contrast and accentuates key access points into the building.

Findings: This standard is met.

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

Analysis: Utilities exist along the adjoining right-of-ways that can support the proposed development. Existing road infrastructure is appropriately sized to handle additional vehicular and bicycle traffic. As a condition of approval, the applicant is required to construct sidewalks along Songbird Lane and Windy Drive to provide transportation alternatives to the site. Stormwater controls are planned behind the proposed structure and adjacent to the water body to the east.

Findings: This standard is met.

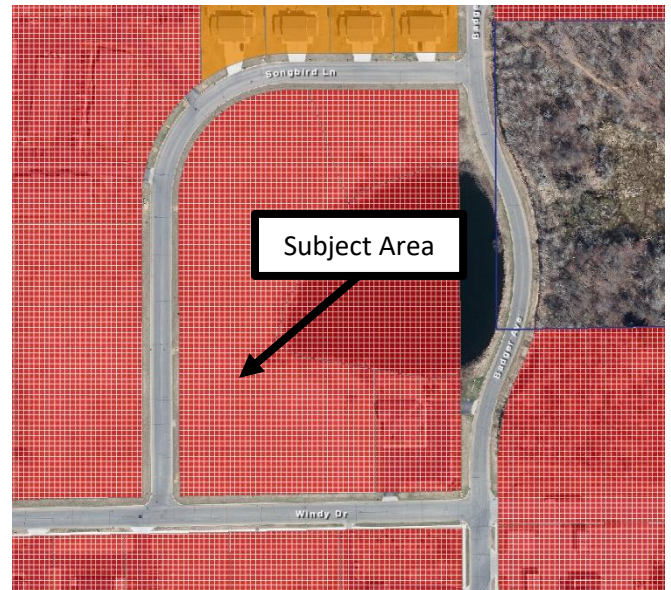
6. Adequate measures have been, or will be taken, to provide ingress and egress so designed to minimize traffic congestion in the public streets.

Analysis: The respective area is in an established area of the City with appropriate vehicular access off of Windy Drive and Songbird Lane. Pedestrian accommodations are required along both street frontages as a condition to this conditional use request. Approximately 87 parking stalls are provided to the east of the proposed structure. Given the north-south orientation of the parking lot being located on a larger-sized lot (5.4 acres) and access points proposed off of different street frontages, staff believes that this standard is met. Additional discussion on traffic flow, congestion and access will be discussed within the Site Plan Review section.

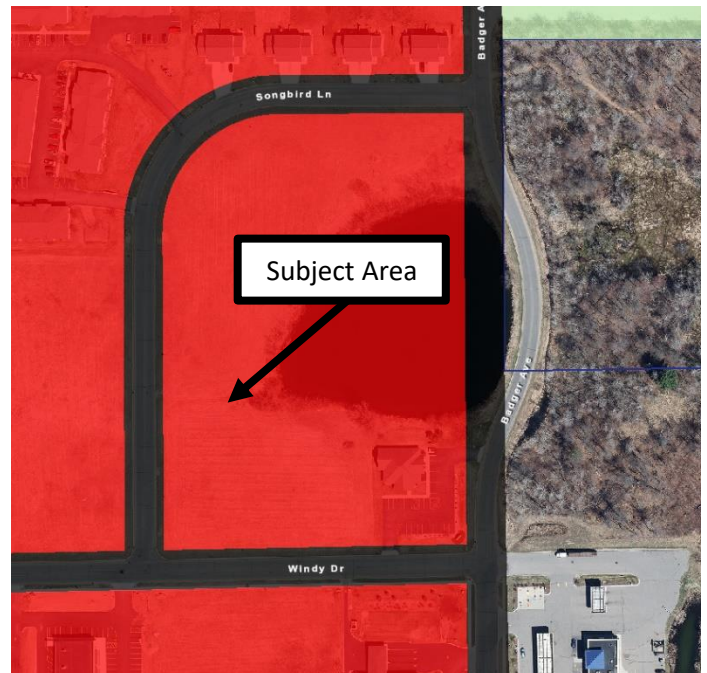
Findings: This standard is met.

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 these properties for commercial, office and multi-family uses. The subject property is zoned "B-5" Highway Commercial. According to the City's Zoning Code, the "B-5" District is established "to provide for larger retail, commercial, office, and service uses which depend upon access to major highways. This district is primarily intended to accommodate regional commercial uses requiring larger land



Future Land Use



areas than the "B-4" Commercial District and which depend upon region-wide usage and region-wide access. It is the intent of this district to provide for open space, to prevent congestion, to protect the highway corridor, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect property values, and to create a convenient and safe commercial area."

Findings: The proposed use meets the intent of the "B-5" District as it is considered an allowed use within the zoning district (via a conditional use permit) that requires larger lot sizes than the "B-4" Commercial District and poses greater traffic considerations. For example, the "B-4" District has a minimum lot size requirement of 7,000 sq ft for senior living facilities in the "B-4" District and 35,000 sq ft in the "B-5 District. Based on the density requirements for senior living facilities by zoning district, allowing it in the "B-5" makes the most sense in preserving density requirements and addressing other site features customary with the proposed use (e.g., parking, access, etc.).

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

Analysis: The conditional use permit is asking to allow for a 96,576 sq ft senior living facility with a subsequent addition planned near the intersection of Songbird Lane and Badger Avenue.

Findings: The regulations of the “B-5” Highway Commercial District are met for the proposed development provided that the conditional use permit is allowed. Please refer to the site details above in the “background” section and the attached plans.

9. **The proposal will not result in 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: A total of 100 living and memory care units are planned as part of both phased developments. The first phase includes 60 assisted living units and 20 memory care units.

Findings: While a considerable number of senior living units are proposed, it should not pose a substantial or under adverse effect on the neighborhood. Safeguards are included in the City’s Zoning Code that ensures that this proposed development will not pose a negative impact on adjoining neighborhoods, such as the Site Plan Review requirement for parking and traffic control.

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: 100 senior living and memory care units are proposed. The view from Songbird Lane will preserve a residential character due to the contrast in façade materials, color and how the proposed building is situated on the property. The expected view of this development will be consistent with other senior living developments in the broader Stevens Point area.

Findings: This standard is met.

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

Analysis: Vehicular access will be off of Songbird Lane and Windy Drive. As a condition to this conditional use request, sidewalks will need to be constructed along Songbird Lane and Windy Drive to support the proposed development.

Findings: This standard is met.

12. **There shall be adequate utilities to service 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: Utilities exist along adjoining right-of-ways that can support the proposed development. With two access points each off of different street frontages, staff believes that access and internal traffic within the subject property will not negatively impact surrounding uses.

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: A trash enclosure is proposed to the south of the proposed structure. Although an accessory structure will block most of its view along Windy Drive, additional screening will be provided to shield its view from Songbird Lane.

Findings: This standard is met.

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

Analysis: Additional lighting is planned as part of the proposed parking lot. Given that most of the lighting will come off of the building, light is not planned to intrude onto adjoining properties.

Findings: This standard is met.

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

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

Findings: The use should not create excessive noise.

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

Analysis: A preliminary landscaping plan has been submitted as part of this request. As a condition to this conditional use request, the applicant shall submit additional details on species that are proposed to be planted to ensure that it meets the City's height, spacing and screening requirements.

Findings: This standard is met provided that the conditions referenced above are included as part of this request.

Standards of Review – Site Plan Review

1. Setbacks.

Analysis: The following are the building setback requirements of the “B-5” Highway Commercial District for properties not abutting Highway 10 East – 25’ street setback, 10’ side yard setback and a 20’ rear yard setback. Note that more stringent street setbacks exist for properties abutting Highway 10 East in accordance with Wisconsin Department of Transportation requirements.

Findings: Please see the table below which highlights the provided setbacks. Staff believes that the proposed development meets Zoning Code requirements.

Lot Line	B-5 Setback Requirements	Proposed Setbacks
<i>Street</i>	25 feet	94 feet off of Windy Drive, 64 feet off of Songbird Lane running north-south, 25 feet off of Songbird running east-west.
<i>Side</i>	10 feet	22 feet
<i>Rear</i>	20 feet	25 feet

2. Density.

Analysis: Within the “B-5” District, all allowed uses are required to have a minimum lot size of 35,000 sq ft. Please note that unlike other commercial zoning districts, the “B-5” District does not differentiate in lot size requirements for residential and non-residential developments. Both properties have a combined lot size of 235,152 sq ft, far exceeding the minimum requirements.

Findings: Staff believes that the proposed lot size, width and density satisfies the proposed development.

3. Building Height.

Analysis: The peak height of the proposed structure will be 30 feet.

Findings: Buildings within the “B-5” District are restricted to a max height of 35 feet. Structures may surpass 35 feet in height, at a height not to exceed 125 feet, if a fire prevention system exists that is approved by the Fire Department.

4. Parking.

Analysis: 87 parking stalls are proposed to complement the senior living facility.

Findings: Based on the square footage of the proposed structure, an adequate number of parking stalls are provided. As a condition of approval, the applicant shall provide one additional accessible parking stall that is installed consistent with the Americans with Disabilities Act Accessibility Guidelines.

5. Landscaping.

Analysis: A mixture of perimeter canopy trees, perimeter landscape shrubs and interior island trees are proposed.

Findings: As a condition of approval, the applicant shall provide additional information on the type of species proposed to be planted to ensure it meets minimum height, spacing, irrigation and vision clearance requirements. With that said, staff believes that an adequate amount of landscaping would be provided.

6. Access and Internal Traffic Flow.

Analysis: Access to the proposed development will come off of both Windy Drive and Songbird Lane. Both access points are of sufficient width to accommodate two-way traffic and are spaced far enough away from adjoining private driveways to not pose traffic circulation issues along Songbird Lane and Windy Drive.

Findings: Given the size of the subject parcels and how the off-street parking stalls line Songbird Lane, it ensures that traffic circulation within the property is adequate.

7. Utilities.

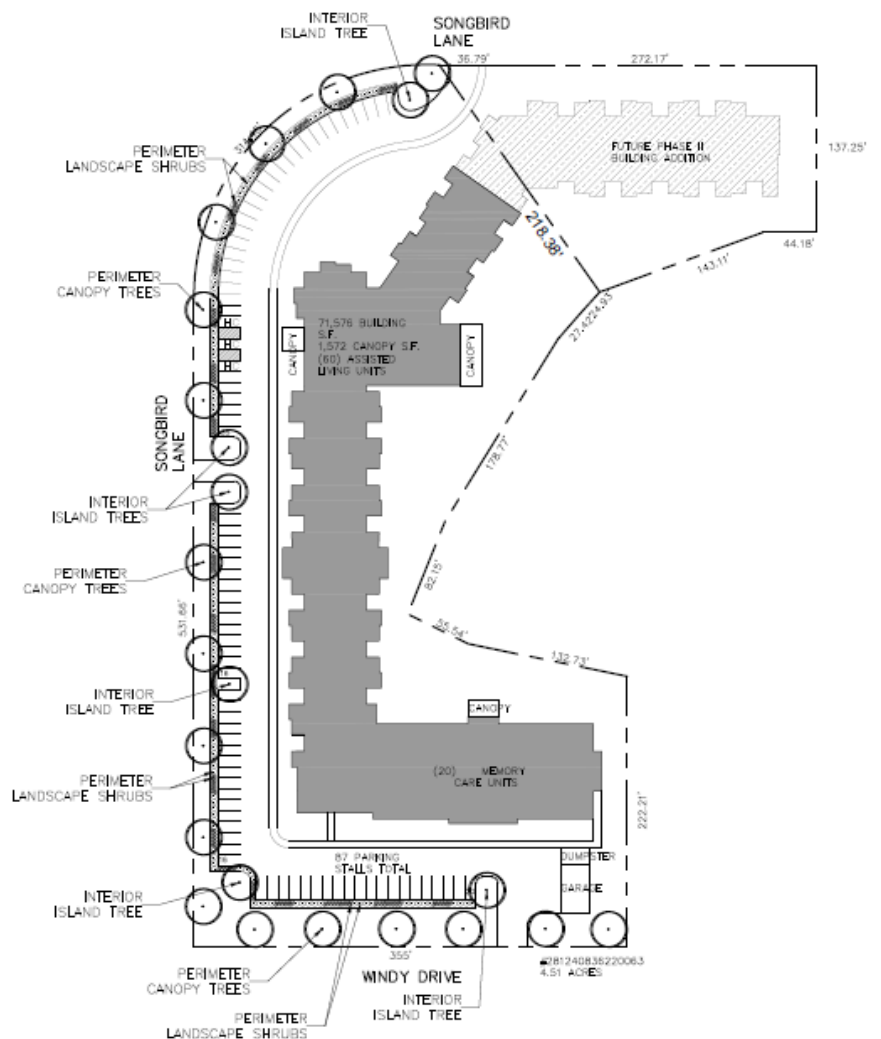
Analysis: Utilities exist within the Songbird Lane and Windy Drive Right-of-Ways to service the proposed development.

Findings: The Public Utilities Department has expressed support for existing utility infrastructure complementing the proposed development. As a condition of approval, the applicant is required to obtain an erosion control permit and install erosion control facilities, as deemed necessary by the Utilities Department, during construction.

8. Fire Hydrants.

Analysis: Two fire hydrants exist along Songbird Lane, one hydrant off of Badger Avenue and one off of Windy Drive.

Findings: The proposed structure will be close enough to existing fire hydrants to provide sufficient coverage. As a condition, the applicant will be required to install a knox box on the building and work with the Fire Department to ensure that appropriate fire access exists behind the senior living facility.



Site 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	Parkdale Development LLC	Contact Name	Les Dobbe
Address	724 Owl Ln	Address	N9197 State Rd 49
City, State, Zip	Stevens Point, WI, 54482	City, State, Zip	Iola, WI 54945
Telephone	920-915-6161	Telephone	920-915-6161
Fax		Fax	
Email	lesdobbe@gmail.com	Email	lesdobbe@gmail.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☒)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Parkdale Development LLC	Owner's Name	FORWARD VISIONS LLC
Address	724 Owl Ln	Address	5627 Regent Street
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	Stevens Point, WI, 54482
Telephone	920-915-6161	Telephone	715-345-9690
Fax		Fax	
Email	lesdobbe@gmail.com	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281-24-0836220063	281-24-0836220042	281-24-0836220062
Legal Description of Subject Property		
#1: Lot 2, CSM # 011456 DOC-871489 BNG PART LOT 5 PARKDALE SUB 4.510A 556322		
#2: LOT 1 CSM#8637-35- 17 A & B BNG PRT NENW S36 T24 R8 559823-ANNEX 566817-AFF 672419		
#3: Lot 1 CSM #011456 DOC 871489 BNG PART LOT 5 PARKDALE SUB 2.628A 556322		
Designated Future Land Use Category		Current Use of Property
Multiple Family Residential		Highway Commercial
Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
Parkdale Development has held the property in a Highway Commercial setting for over 20 years. During this period commercial development has not seen value in this area while multi-family development has built on all available property adjacent the 3 properties listed above. Given the current commercial climate regarding retail and office space in a Covid affected market Parkdale Development feels that the ability to sell the real estate and backfill the vacant areas have little promise of development. In an effort to fill open spaces with multi-family development Parkdale would require a conditional use permit to explore the opportunity. Given the existing multi-family we feel the use would not be out of character for the district. One such potential development would be a senior living facility. Copperstone Holdings LLC is an operator with a facility in Fox Crossing (Appleton) WI. Copperstone would explore a development IF the property had zoning provisions to allow construction and operation of a facility. Other interested parties would also be contacted.		
How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)		

The proposed development would enhance the neighborhood compared to a potential retail development. The ability to bring a neighborhood environment to the area versus a typical retail/paved parking landscape would be more aesthetically pleasing. The enhancements of having sidewalks, landscaping, trees and potentially reducing commercial traffic, noise and pollution are all a desirable uptick from the current condition. The buildout would also have a social impact of providing a domicile for the senior community, if Copperstone finds the site desirable, and would offer other multi-family solutions with short work and shopping commutes for those employed in Stevens Point and Plover. The ability to fill empty spaces for this land use should warrant consideration as well. The tax base increase is another consideration for the City as well as provide employment for a skilled and unskilled labor alike.

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

Since the potential for this to remain highway commercial we believe the transition would be a major step in reducing the negative implications that are inherent in a commercial development. Certainly traffic/life safety issues would improve, quality of build would enhance property values. Landscaping requirements set by the city would provide a strong basis for the appearance of the property. Multi-family would be an upgrade from the fallow, and unfortunately stray trash refuge it can be at times now, vacant area we currently experience.

Current Zoning Surrounding Subject Property

North:	Multi-Family Residential	South:	Highway Commercial
East:	Vacant Town of Hull or Highway Commercial	West:	Highway Commercial

Current Land Use Surrounding Subject Property

North:	Multi-Family and/or vacant	South:	Vacant or Retail
East:	Vacant	West:	Vacant or Multi-Family

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
	2.2.2022		2.2.2022

Parkdale Development LLC

724 Owl Lane
Stevens Point, WI 54482

To: Alder Kneebone
Re: Conditional Use Permit
From: Parkdale Development, Les Dobbe

Alder Kneebone,

Within District 7, Ward 20, Parkdale Development LLC has several undeveloped properties. This correspondence is pertaining to two properties owned by Parkdale and one parcel owned by Forward Visions, Diane Dickenson (5627 Regent Street). There are three properties that will be on the application. 4.51 acres (Parkdale's) would be the proposed initial Phase 1 site buildout. .9 Acres (Forward Visions) may be a Phase 2 buildout. The third property (2.63 acres) would offer the opportunity to expand the development concept further. BTW you will see the 724 Owl Lane used as our corporate address. This is James Ford II's address and the address of record. Mr. Ford passed away recently and as a managing member I'm picking up the correspondence....

I was recently in the Mayor's office along with Ryan Kernosky and I mentioned the dismal prospects we had in trying to market the properties in question. (see the attached docs). I mentioned that it appears all the multi-family activity is going to Plover on large tracts of property. Mr. Kernosky and Mr. Wiza both agreed that a multi-family buildout would be consistent with neighboring properties and would be a good fill for the vacant land and support our application.

When I mentioned the acreage in your district to a number of builders/developers the come back is that it wasn't within a compatible multi-family zoned area. In years past an interested party would be willing to commit to investing in an initial site plan and elevation for me to submit to Planning and Zoning for review. The current level of activity has these developers shy of doing any speculation and until the property would have a Conditional Use Permit they would not continue the conversation with Parkdale.

Recently Parkdale was to capture the interest of Copperstone Holdings LLC. Copperstone has a developed senior living property in Fox Crossing (Appleton/Neenah) and looking in the Stevens Point area. Copperstone was willing to spend some speculation monies to put together an initial review of site plan.

I will be submitting an application for a Conditional Use Permit, in March to the P&Z Committee for review, in hopes to garner a more marketable property. Within the application there are comment fields of whether the property would detract from the area. I believe a Copperstone facility, or other aesthetically pleasing build, would enhance the neighborhood.

A development of this sort would be more biking and walking friendly area than a commercial development could offer. It is also without question that the site would also capture more tax revenue for the City but that is just a plus to the attributes mentioned. Whether the property goes to Copperstone or another developer I believe the positive precepts are the same.

I'm planning on meeting with the director and staff this next week, tentatively 2/10/2022. We will go over any areas I'm deficient on in my application. In the interim I would gladly field any questions from you or residents of the area. I personally lived in your district for almost 10 years before leaving WI, only to return to start Service Cold Storage/Lineage Logistics.

I have a strong feeling for the community, have served on numerous non-profit boards, been a part of several large capital campaigns and proud to call Stevens Point my hometown. I hope this application finds us in alignment in wanting to effectively backfill some of the voids left in Point's growth. Looking forward to presenting to the committee and residents.

Regards,

Les Dobbe
Managing Member, Parkdale Development LLC
(920)915-6161





MEMORANDUM

To: City Plan Commission

From: Ryan Kernosky, Director of Community Development 

Date: March 7, 2022

RE: **Pedestrian Trail Easement Agreement**

Background: As part of the redevelopment of the Sisters of St. Joseph – Third Order of St. Francis Convent property, the City sought a pedestrian trail along the northside of Maria Drive. Instead of the City owning or extending the right of way of Maria Drive to include the pedestrian trail, we have opted to put together the attached proposed easement agreement.

The proposed trail will follow the Maria Drive right of way from Prentice Street to the proposed Union Street Extension, at which point it will terminate. A map for reference is included below:



www.stevenspoint.com

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Commissioners will see that there are several blank spots in the easement document. Those blanks will be filled when the Certified Survey Map is recorded when the property is transferred to the new owner. Additionally, the trail will extend further west as development occurs in future phases.

Staff recommends approval as presented. Please let me know if you have any questions.

TRAIL EASEMENT AGREEMENT

Recording Area

Name and Return Address

Frank Pitsoulakis, Esq.

Reinhart Boerner Van Deuren s.c.

1000 N. Water Street, Suite 1700

Milwaukee, WI 5320

See attached exhibit A

Parcel Identification Number (PIN)

TRAIL EASEMENT AGREEMENT

This TRAIL EASEMENT AGREEMENT (this "**Agreement**") is dated as of the _____ day of _____, 2022, by and between GenCap Danna Stevens Point 102, LLC, a Wisconsin limited liability company ("**GenCap**"), The Sisters of St. Joseph Third Order of St. Francis, a Wisconsin non-stock corporation ("**SSJ**"), and the City of Stevens Point, a Wisconsin municipal corporation (the "**City**"). GenCap and SSJ may be collectively referred to in this Agreement as the "**Grantors**". Additionally, GenCap, SSJ and the City may each be referred to individually herein as a "**Party**" and collectively as, the "**Parties**".

RECITALS

- A. GenCap is the owner of that certain real property located in the City of Stevens Point, State of Wisconsin legally described on Exhibit A attached hereto and incorporated herein (the "**GenCap Property**").
- B. GenCap intends to develop a multifamily housing project on the GenCap Property (the "**Project**").
- C. SSJ is the owner of that certain real property adjacent to the GenCap Property and legally described on Exhibit B attached hereto and incorporated herein (the "**SSJ Property**").
- D. In connection with the Project, City has requested that GenCap construct and maintain a paved pedestrian trail (the "**Trail**") within the south 40 feet of the GenCap Property and the south 30 feet of the SSJ Property as depicted on Exhibit C attached hereto (the "**Easement Area**") and that SSJ and GenCap grant an easement to the City for the benefit of the public for purposes of pedestrian and bicycle ingress and egress over, across and upon the Trail.

AGREEMENTS

In consideration of the above Recitals and mutual agreements which follow, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Accuracy of Recitals. The Parties hereto acknowledge and confirm the accuracy of the above Recitals which shall be incorporated into and made a part of this Agreement.
2. Grant of Easement. SSJ hereby grants to the City, for benefit of the public, a perpetual, nonexclusive easement over that portion of the Easement Area on the SSJ Property for purposes of the construction and maintenance of the Trail and for pedestrian and bicycle ingress and egress over, across and upon the Trail. GenCap hereby grants to the City, for benefit of the public, a perpetual, nonexclusive easement over that portion of the Easement Area on the GenCap Property for purposes of the construction and maintenance of the Trail and for pedestrian and bicycle ingress and egress over, across and upon the Trail.

3. Consistent Uses Allowed.

(a) SSJ reserves the right to use those portions of the Easement Area on the SSJ Property for any purpose permitted by applicable zoning codes and other applicable laws, rules, and regulations which will not unreasonably interfere with City's full enjoyment of the Easement Area in accordance with this Agreement, including, but not limited to, any driveways or other ingress/egress access points proposed for use by SSJ to access the SSJ Property that cross or otherwise interfere with the Easement Area and the installation and maintenance of utility facilities, trees, shrubbery or screening. Notwithstanding anything to the contrary in this Agreement, SSJ shall be solely responsible, at its sole cost and expense, for the for the repair, replacement and restoration any portion of the Trail damaged by the exercise of SSJ's rights pursuant to this Section 3(a) or pursuant to Section 6(a) of this Agreement.

(b) GenCap reserves the right to use those portions of the Easement Area on the GenCap Property for any purpose permitted by applicable zoning codes and other applicable laws, rules, and regulations which will not unreasonably interfere with City's full enjoyment of the Easement Area in accordance with this Agreement, including, but not limited to, any driveways or other ingress/egress access points proposed for use by GenCap to access the GenCap Property that cross or otherwise interfere with the Easement Area and the installation and maintenance of utility facilities, trees, shrubbery or screening. Notwithstanding anything to the contrary in this Agreement, GenCap shall be solely responsible, at its sole cost and expense, for the for the repair, replacement and restoration any portion of the Trail damaged by the exercise of GenCap's rights pursuant to this Section 3(b) or pursuant to Section 6(b) of this Agreement.

4. Construction and Maintenance. GenCap will, at the time of and in connection with its renovation and construction of the Project, construct the Trail at its sole cost and expense, in a good and workmanlike manner and in compliance with all applicable statutes, ordinances, codes and regulations. SSJ hereby grants to GenCap and its engineers, consultants, contractors, and employees, a non-exclusive temporary easement over, under and across the those portions of the Easement Area on the SSJ Property as are reasonably necessary for the purpose of constructing the Trail.

5. Maintenance. Except to the extent caused by the negligence or misconduct of SSJ or the City (or their respective employees, agents or invitees), or as otherwise expressly set forth in this Agreement, GenCap shall be solely responsible for the maintenance, repair, replacement, and restoration of the Trail, including, without limitation, contracting for the removal of snow and ice and otherwise keeping the Trail in an operable condition. To the extent the Trail is damaged as the result of the negligent or willful and wrongful actions or omissions of the SSJ or the City (or their respective employees, agents or invitees), SSJ or the City, as applicable, shall promptly reimburse GenCap for the repair and restoration of the Trail to at least as good condition as immediately prior to the events causing the need for such maintenance or repair.

6. Closure of Easement Area by Grantors.

(a) SSJ may, from time to time, temporarily close those portions of the Trail and Easement Area and/or restrict the use of portions of the Trail and Easement Area by the public (including City) for purposes of maintenance, repair or replacement of the Trail. In

addition, SSJ may, from time to time, temporarily close those portions of the Trail and Easement Area and/or restrict the use of portions of the Trail and Easement Area by the public (including City) for purposes of the construction and maintenance of any improvements to the SSJ Property. To the extent practical, SSJ shall notify GenCap and City five (5) days in advance of such work, except in the case of emergency, in which case no notice shall be due or owing. The duration of such closure shall be limited to a time reasonably commensurate with the work being performed.

(b) GenCap may, from time to time, temporarily close those portions of the Trail and Easement Area and/or restrict the use of portions of the Trail and Easement Area by the public (including City) for purposes of construction, maintenance, repair or replacement of the Trail. In addition, GenCap may, from time to time, temporarily close those portions of the Trail and Easement Area and/or restrict the use of portions of the Trail and Easement Area by the public (including City) for purposes of the construction and maintenance of any improvements to the GenCap Property. To the extent practical, GenCap shall notify SSJ and City five (5) days in advance of such work, except in the case of emergency, in which case no notice shall be due or owing. The duration of such closure shall be limited to a time reasonably commensurate with the work being performed.

7. Construction Liens. No Party shall create, incur, impose, permit, or suffer to exist any lien or other obligation against another Party's property by reason of any improvement or repair made within the Easement Area. At its expense, the lien-creating Party shall cause to be discharged, within thirty (30) days of the filing thereof, any construction lien claim filed against another Party's property for work claimed to have been done for, or materials claimed to have been furnished to or on behalf of the lien-creating Party; provided, however, that in the event of a good faith dispute by the lien-creating Party, the lien-creating Party shall have the right, in lieu of discharging said lien, to furnish a bond indemnifying the property owner against loss by reason of such lien.

8. Notices. All notices required or permitted to be given by this Agreement shall be in writing and shall be considered as properly given if mailed by first class United States mail, postage prepaid, registered or certified with return receipt requested, or delivered to the intended addressee in person or delivered to an overnight commercial courier service to the Parties at the following addresses:

If to GenCap:	GenCap Danna Stevens Point 102, LLC c/o General Capital Management, Inc. 6938 N. Santa Monica Boulevard Fox Point, Wisconsin 53217 Attn: David Weiss
---------------	--

With a copy to:	Reinhart Boerner Van Deuren, s.c. 1000 N. Water Street, Suite 1700 Milwaukee, WI 53202 Attn: Frank Pitsoulakis, Esq.
-----------------	---

If to SSSJ:	The Sisters of St. Joseph of the Third Order of St. Francis
-------------	--

Attn: _____

With a copy to: The Sayre Law Group
3900 Northwoods Drive, Suite 335
Arden Hills, MN 55112
Attn: Grover Sayre, Esq.

If to City: City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
Attn: _____

Notices that are mailed or given to an overnight commercial courier service shall be effective upon their deposit in the United States mail or when given to the overnight commercial courier service. Any Party may change its address for notices hereunder by written notice to the other Parties.

9. Covenants Running with the Land. The easements hereby granted, and the rights and obligations created herein, shall be covenants running with the land and shall inure to the benefit of, and be binding upon, the Parties hereto and their respective heirs, successors and assigns.

10. Non-Use. Non-use or limited use of the easement rights granted in this Agreement shall not prevent the benefitting Party from later use of the easement rights to the fullest extent authorized this Agreement

11. Compliance with Laws. This Agreement shall be subject to, and the easement rights created herein shall be exercised in accordance with, all applicable governmental laws, rules, regulations and ordinances.

12. Default and Remedies. In the event that any Party shall default in the performance of any of its obligations under the terms of this Agreement, the non-defaulting Party shall forward written notice to the defaulting Party outlining such default. The defaulting Party shall cure such default within thirty (30) days after the giving of such notice, except that the cure period shall be extended to a reasonable time to cure any default that cannot reasonably be cured within the thirty (30) day period, provided the defaulting Party has commenced to cure within the thirty (30) day period and diligently pursues a cure at all times thereafter until the default is cured. If the defaulting Party shall fail or refuse to cure such default within the applicable cure period, the non-defaulting Party or Parties may attempt to cure the default and shall be reimbursed by the defaulting Party for all reasonable, actual costs incurred in so doing, and the non-defaulting Party or Parties can take any action allowed by law or equity to enforce its rights, including, without limitation, obtaining injunctive relief, which the Parties recognize is an appropriate remedy since monetary damages may not be sufficient. However, in no case shall any Party have the unilateral right to terminate, cancel or otherwise render null and void any portion of this Agreement. If a suit is brought to enforce this Agreement, the prevailing Party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing Party.

13. Invalidity. Every term of this Agreement shall be enforceable to the fullest extent permitted by law. If any term of this Agreement is determined to be, to any extent, unenforceable, that provision will be deemed modified in the most minimal manner so as to make it enforceable, and the remainder of this Agreement shall not be affected.

14. Amendment or Termination. This Agreement may be amended or terminated by a document executed by all owners of each parcel affected hereby, or their successors or assigns, as the case may be, and the consent of no other Party shall be required. Any such document shall be duly recorded in the office of the Register of Deeds of Portage, Wisconsin.

15. Entire Agreement. This Agreement is the entire understanding regarding the subject matter of this Agreement and supersedes all prior oral or written understandings, agreements, and representations between the Parties.

16. General. No waiver of any term of this Agreement shall be deemed to be a continuing waiver of that term or a waiver of any other term of this Agreement. Time is of the essence in the performance of each and every provision of this Agreement. Each person executing this Agreement on behalf of a Party hereto personally represents and warrants that he or she is duly authorized to execute this Agreement in the capacity shown. This Agreement may be executed in any number of counterparts, each of which taken together shall constitute one and the same original Agreement. The titles and headings of the various paragraphs hereof are intended solely for means of reference and are not intended for any purpose whatsoever to modify, explain, or place any construction on any of the provisions of this Agreement.

17. Wisconsin Law. This Agreement shall at all times be governed by and enforced in accordance with the laws of the State of Wisconsin.

[signature pages follow]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date first written above.

**THE SISTERS OF ST. JOSEPH THIRD ORDER OF
ST. FRANCIS**

By _____
Name: _____
Title: _____

STATE OF WISCONSIN)
) SS
_____ COUNTY)

Personally came before me this ____ day of _____, 2022, the above
named _____, to me known to be the _____
of The Sisters of St. Joseph Third Order of St. Francis, to me known to be the person who
executed the foregoing instrument.

[SEAL]

Name: _____
Notary Public, State of Wisconsin
My commission: _____

GENCAP DANNA STEVENS POINT 102, LLC

BY GenCap Danna Stevens Point 102 MM, LLC
Managing Member

BY General Capital Management, Inc.,
Manager

BY _____
David Weiss, Chief Executive Officer

STATE OF WISCONSIN)
) SS
_____COUNTY)

Personally came before me this ____ day of _____, 2022, the above named David Weiss, the chief executive officer of General Capital Management, Inc, the manager of GenCap Danna Stevens Point 102 MM, LLC, the managing member of GenCap Danna Stevens Point 102, LLC, to me known to be the person who executed the foregoing instrument.

[SEAL]

Name: _____
Notary Public, State of Wisconsin
My commission: _____

CITY OF STEVENS POINT

By _____

Name: _____

Title: _____

By _____

Name: _____

Title: _____

STATE OF WISCONSIN)

) SS

_____COUNTY)

Personally came before me this ____ day of _____, 2022, the above named
_____, to me known to be the
_____ of the City of Stevens Point, a
Wisconsin municipal corporation, to me known to be the person who executed the foregoing
instrument.

This instrument was drafted by:
Frank Pitsoulakis, Esq.
Reinhart Boerner Van Deuren s.c.
1000 N. Water Street, Suite 1700
Milwaukee, WI 53202

EXHIBIT A

GENCAP PROPERTY

LOT 3 OF CERTIFIED SURVEY MAP NO. ____, RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS OFFICE FOR PORTAGE COUNTY, WISCONSIN ON ____, IN VOLUME ____ OF CERTIFIED SURVEY MAPS, PAGE ____, AS DOCUMENT NO. ____, BEING A REDIVISION OF PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3356, BEING PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST ¼ AND PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 29, TOWNSHIP 24 NORTH, RANGE 8 EAST, IN THE CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

PART OF TAX PARCEL NO. 281-2408.29.2400.34

EXHIBIT B

SSJ PROPERTY

LOT 4 OF CERTIFIED SURVEY MAP NO. ____, RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS OFFICE FOR PORTAGE COUNTY, WISCONSIN ON ____, IN VOLUME ____ OF CERTIFIED SURVEY MAPS, PAGE ____, AS DOCUMENT NO. ____, BEING A REDIVISION OF PART OF LOT 3 OF CERTIFIED SURVEY MAP NO. 3356, BEING PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST ¼ AND PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 29, TOWNSHIP 24 NORTH, RANGE 8 EAST, IN THE CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

PART OF TAX PARCEL NO. 281-2408.29.2400.34

EXHIBIT C
EASEMENT AREA
[See attached]



MEMORANDUM

To: City Plan Commission

From: Ryan Kernosky, Director of Community Development 

Date: March 7, 2022

RE: **Electric Vehicle Infrastructure Economic Development Guide**

Background: At the request of the Mayor Wiza, City staff was instructed to put together a policy document that requires Electric Vehicle infrastructure in private projects that include tax increment finance dollars. As such, the attached document outlines the goal of the policy document, identifies existing EV infrastructure and future planning considerations, and the public funding for private development requirements.

The proposed policy identifies the types of uses that would require EV infrastructure and the level of infrastructure needed, as outlined below:

Table 1: Required EV Infrastructure for TIF Funded Projects

USE	EV INFRASTRUCTURE LEVEL	# OF STALLS
MID-DENSITY RESIDENTIAL	Level 1 AND Level 2	See table 2
HIGH DENSITY RESIDENTIAL & MIXED-USE	Exclusively Level 2	See table 2
COMMERCIAL/OFFICE/MANUFACTURING	Exclusively Level 2	See table 2

Based upon the number of parking stalls in a proposed development with TIF incentives, the development would have to include a specific number of EV charging stations. Please note that if a municipal parking lot is within the TIF, the City may require that the developer pay for such infrastructure to be installed in the municipal parking lot. If the infrastructure is installed on a private parking lot, proper easements and agreements need to be in place for public usage. The total number of stalls required is on the next page.

www.stevenspoint.com

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

Table 2: Minimum Required EV Infrastructure based on Parking Stalls

NUMBER OF PARKING STALLS	MINIMUM ELECTRIC VEHICLE CHARGING SPACES	
	Multiple-Family Residential Uses & Mixed Uses	Non-Residential Uses
0-5	0	0
6-25	1	1
26-50	2	3
51-75	3	5
76-100	4	8
101+	5% of total stalls provided	10% of total stalls provided

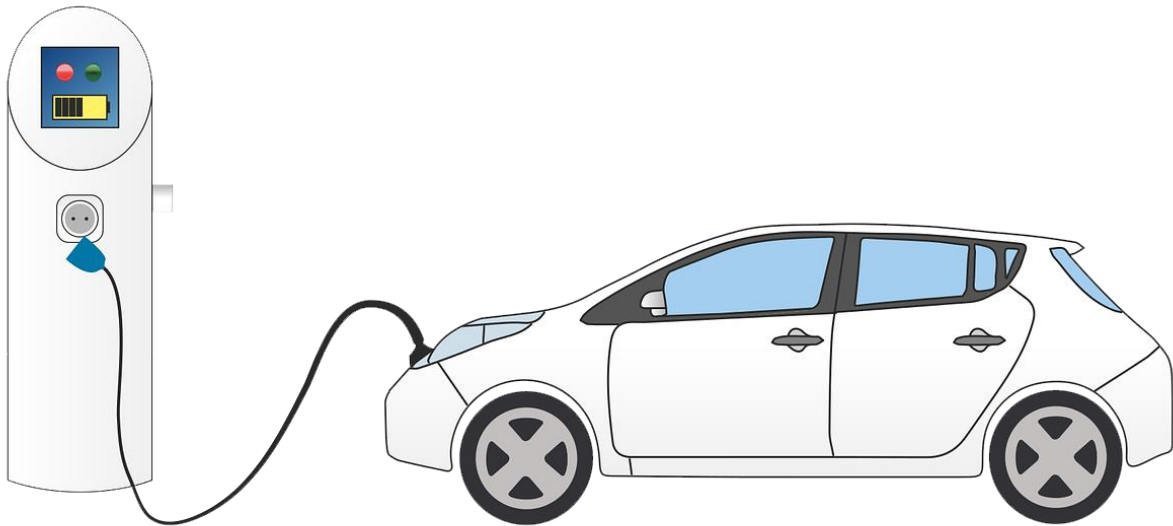
There is the ability for the Council to choose to exempt EV infrastructure requirements as part of the policy document.

Please review the attached policy document and reach out to staff with any additional questions or concerns.

Thank you.

Electric Vehicle Infrastructure Economic Development Guide

Leveraging public funds for EV infrastructure in private development



Prepared by:
City of Stevens Point, Wisconsin
Department of Community Development
Ryan J. Kernosky, Director
Adam Kuhn, Associate Planner
715-346-1567
CommunityDevelopment@stevenspoint.com

Project Date 03/2022

Background

Electric Vehicles (EV) are becoming more common place in the United States, Wisconsin, and locally. It is expected that by 2030, nearly 19 million EVs may be on the road in the United States, representing a market share of 10 percent¹. As part of the changing trends, the City of Stevens Point is seeking to take a proactive approach in addressing future EV infrastructure needs, especially when public funds are utilized for private development through tax increment financing.

This document is designed to be a guiding policy document for EV infrastructure in the City of Stevens Point, with one main goal:

“To increase the number of, and level of, electric vehicle charging infrastructure throughout the City of Stevens Point through the use of public funds for private developments.”

Strategic location placement for EV infrastructure is critically important. Serious consideration needs to be given to ensuring the public has full access to EV infrastructure, especially as the City invests public funds in this critical infrastructure. It is recommended that the City adopt a planning document to ensure that future EV infrastructure is properly planned for and appropriately placed.

This document is a policy guidebook, meant to guide developers and City staff towards a more sustainable future in which EVs are a central part of our transportation infrastructure. By leveraging public funding for projects to include EV infrastructure, the City is planning for our future.

Existing EV Infrastructure & Future Planning Considerations

The City of Stevens Point has existing EV infrastructure within the community. Several Level 1 and Level 2 chargers exist as of the project date of this policy document.

Level 1 chargers utilize a common 120-volt household outlet and can charge an EV between 3 and 5 miles every hour². Level 1 chargers are common in residential homes and apartment complexes throughout the United States, but typically do not charge fast enough for a traveler. Battery sizes in full EV's are larger, so Level 1 chargers should be utilized for hybrid vehicles.

Level 2 chargers are considered more commonplace for daily EV charging, and can charge between 12 and 80 miles per hours of charge. Level 2 chargers are commonplace in residential homes, apartment complexes, and offices/shopping

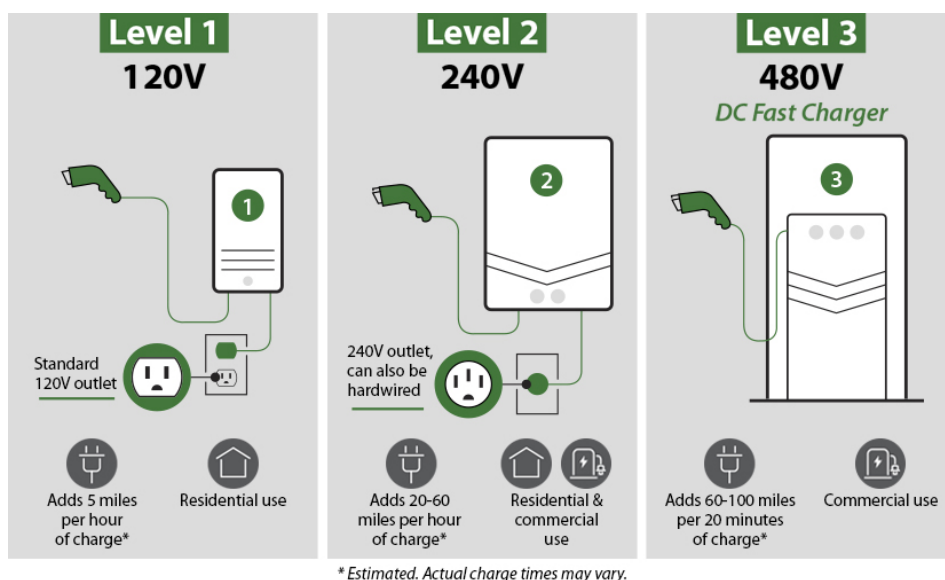
¹

<https://www.energystar.gov/sites/default/files/asset/document/Comm%20Buildings%20and%20EV%20Charging.pdf>

² <https://www.forbes.com/wheels/advice/ev-charging-levels/>

centers, and can be utilized by travelers seeking to charge their vehicle. Level 2 chargers do require 100-amp 240 volt dedicated circuit.

Level 3 chargers are considered the fastest type of charger for travelers and can charge between 3 and 20 miles per minute of charge. Level 3 chargers utilize direct current voltage, as opposed to Level 1 and 2 chargers that utilize alternating current voltage to provide electricity to the EV. Level 3 chargers are expensive to install and are not commonplace in residential, apartment, or commercial districts. Level 3 chargers are typically found along major interstate highways and are clustered for a traveler seeking to recharge their EV quickly.



Source 1: <https://www.cenhud.com/en/my-energy/electric-vehicles/how-to-charge/>

The existing infrastructure identified below is considered available to the public. Private or 'guest only' infrastructure is not included in this table.

Charger Level	Charger Type	Address
Level 1	NEMA520 1 unit	Kwik Trip #691 1600 Maria Drive Stevens Point, WI 54481
Level 1	NEMA520 1 unit	Kwik Trip #863 5311 Old Hwy 18 Stevens Point, WI 54482
Level 1	NEMA520 1 unit	Kwik Trip #183 3258 Church Street Stevens Point, WI 54481
Level 1	Wall Plug 1 unit	Stevens Point Auto Center 3733 Stanley Street Stevens Point, WI 54481
Level 2	J1772 2 units	UWSP Lot T 2116 4 th Avenue Stevens Point, WI 54481

Level 2	J1772 2 units	UWSP Lot Y 1730 Portage Street Stevens Point, WI 54481
Level 2	J1772 4 units	Mid-State Technical College 1001 Center Point Drive Stevens Point, WI 54481
Level 2	J1772 2 units	Schmeeckle Reserve 2419 Northpoint Drive Stevens Point, WI 54481
Level 2	J1772 1 unit	Stevens Point Nissan 301 Green Avenue Stevens Point, WI 54481
Level 2	J1772 1 unit	Stevens Point Auto Center 3733 Stanley Street Stevens Point, WI 54481
Level 2	Tesla Chargers 2 units	Municipal Lot #7 1440 Third Street Stevens Point, WI 54481

New infrastructure should be considered depending on the location and accessibility. Special focus on ARPA infrastructure grant funding has been for new EV infrastructure within one mile of major highway systems. Figure 1 identifies areas within one mile of Interstate 39/Hwy 51 and Hwy 10, and includes existing TIF districts. TIF districts 5, 7, 8, 9, 11 fall within the one mile radius and should be a focus while negotiating public funds in private developments to include EV infrastructure.

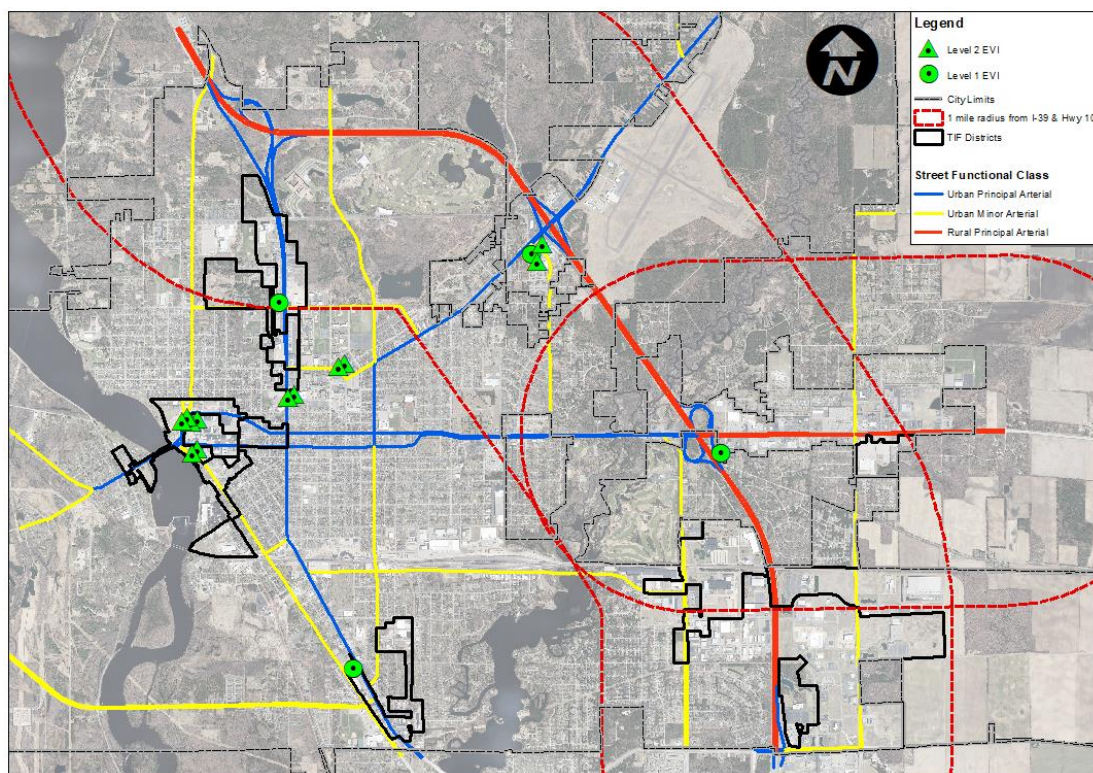
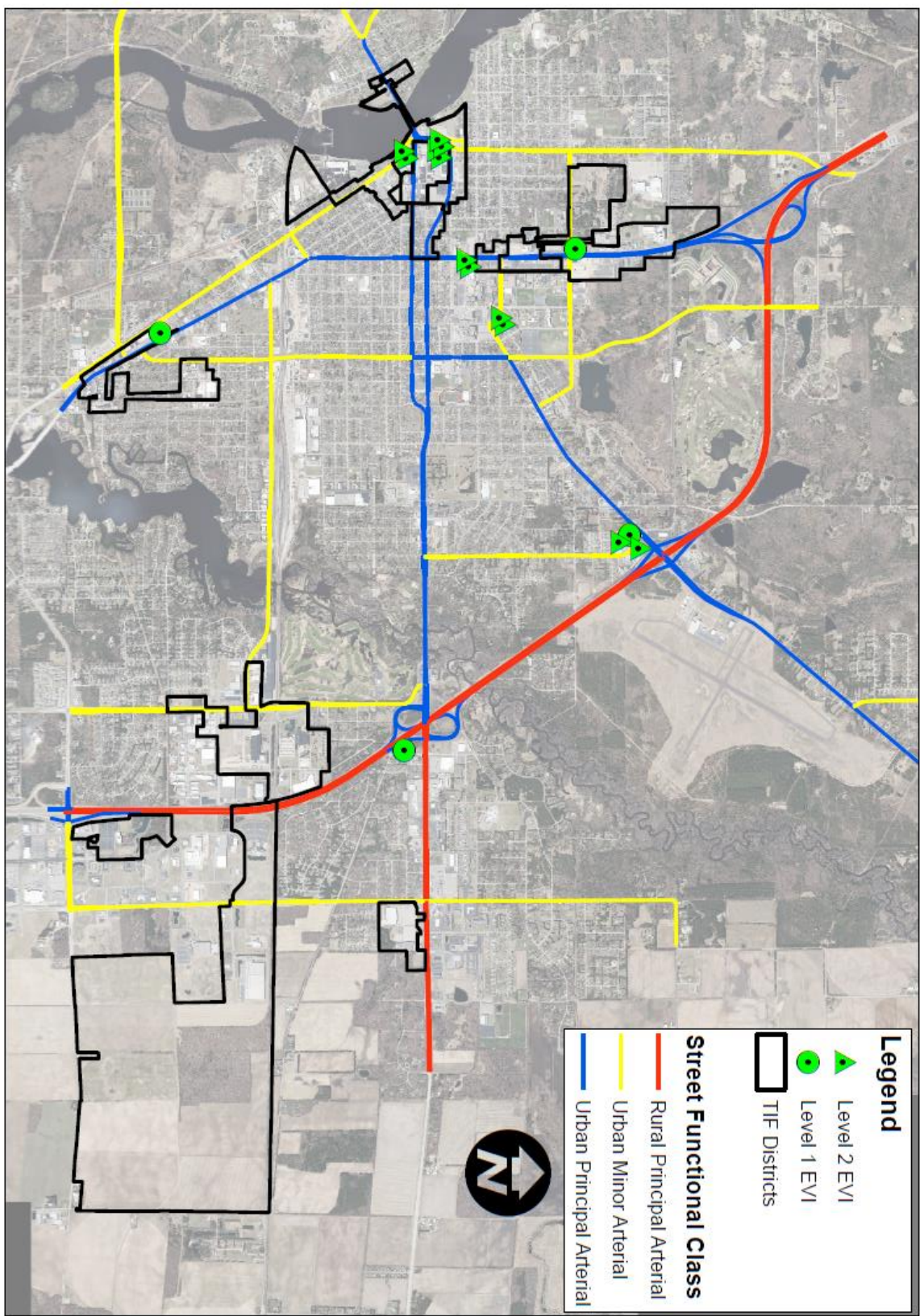


Figure 1 Map of 1 Mile Radius around Major Roadways

Existing EV Infrastructure with TIF Districts



Public Funding for Private Development

Economic development efforts often require the City to leverage tax increment finance (TIF) incentives to developers to justify the “but for” clause in large projects. These projects include various mixed-use developments, downtown redevelopment efforts, and large-business incentives. Because of the strategic location of these projects, namely in the downtown area and near heavily trafficked corridors (US-51/I-39 and Hwy-10), the City’s approach to incentives, especially ‘up front incentive’ shall include the need for EV infrastructure in new projects. The type of EV infrastructure shall be determined based upon the use of the development and the number of units shall be determined by the number of parking stalls as outlined below.

Table 1: Required EV Infrastructure for TIF Funded Projects

USE	EV INFRASTRUCTURE LEVEL	# OF STALLS
MID-DENSITY RESIDENTIAL	Level 1 AND Level 2	See table 2
HIGH DENSITY RESIDENTIAL & MIXED-USE	Exclusively Level 2	See table 2
COMMERCIAL/OFFICE/MANUFACTURING	Exclusively Level 2	See table 2

Table 2: Minimum Required EV Infrastructure based on Parking Stalls

NUMBER OF PARKING STALLS	MINIMUM ELECTRIC VEHICLE CHARGING SPACES	
	Multiple-Family Residential Uses & Mixed Uses	Non-Residential Uses
0-5	0	0
6-25	1	1
26-50	2	3
51-75	3	5
76-100	4	8
101+	5% of total stalls provided	10% of total stalls provided

EV infrastructure should be developed in public spaces or property when able. If a public parking lot or public property exists within the TIF District in which the incentivized project is occurring, the developer shall cover the costs of the EV infrastructure on the public property. If private property is to be involved, proper access agreements and/or easements shall be included as part of a development agreement, or as part of a separate agreement. Revenue sharing and expenses shall also be considered as part of the project. Proper building and zoning permits shall be obtained prior to commencement of installation.

The Council may choose to exempt this policy on developments. If a developer seeks an exemption to this policy, they shall provide written justification to the Council for their consideration.

Conclusion

Leveraging public funds in private development is a common practice throughout the United States. Historically, public funds have been provided to the developer with limited requirements. Working through the process of requiring critical EV infrastructure in projects that have public funds as part of the incentive project is a win-win for the City and the developer.

Developer & Public Contacts:

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715-346-1567

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715-346-1567

Community Development Report - January 2022

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees	
Single Family	-	-	-	-	
Two-Family	-	-	-	-	
Multi-Family	-	-	-	-	
Commercial/Industrial	-	-	-	-	
Additions or Alterations	# of Permits	Declared Valuation		Fees	
Residential	76	\$555,786.02		\$4,912.15	
Commercial	25	\$376,355.31		\$2,222.61	
Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Valuation	YTD Fees
101	\$932,141.33	\$7,134.76	101	\$932,141.33	\$7,134.76

2021	95	\$4,098,464.00	\$15,921.44
2020	105	\$2,155,902.13	\$19,357.06
2019	62	\$418,517.71	\$5,939.91

Violation Report

New Code Cases		
Abandoned Vehicle on Property	1	
Construction Work Without Permits	0	
Debris on Property	3	
Exterior Violations on House	0	
Garbage - Bulk Waste at Curb Early	1	
Heating equipment not installed properly	0	
Illegal Use of Occupancy	0	
Improper Signage	0	
Infestation	0	
Interior Housing Violations	0	
Snow & Ice Removal - Sidewalk	75	
Tall Grass or Noxious Weeds	0	
Trash Containers Improperly Stored	5	
Trash/Litter	0	
Unsanitary/Unsafe Conditions	0	
Vacant Building/Home	0	
Vehicle Parked on Grass	2	
Vision Obstruction in Roadway or Intersection	0	
Zoning Violations	0	
Total Violations / Total Service Fees Billed	87	\$3,075
Voluntary Compliance Rate for Tagged/Verbal	3/3	100%

Community Development Report - February 2022

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees	
Single Family	-	-	-	-	
Two-Family	-	-	-	-	
Multi-Family	-	-	-	-	
Commercial/Industrial	2	601 Michigan Ave N Sentry Hospitality Stations, BLD/ZN Only	\$2,806,720.00	\$1,032.80	
Additions or Alterations	# of Permits	Declared Valuation		Fees	
Residential	66	\$464,169.51		\$4,400.80	
Commercial	39	\$4,902,930.80		\$13,004.09	
Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Valuation	YTD Fees
107	\$8,173,820.31	\$18,437.69	208	\$9,105,961.64	\$25,572.45

2021	139	\$4,601,508.86	\$20,011.93
2020	171	\$2,688,343.13	\$25,566.33
2019	124	\$2,641,107.67	\$22,190.21

*Larger commercial remodels: ODC (Berkshire Buildout), Stevens Point Ford, Krutza's Adaptive Reuse (prev. Ideal Custom Frames - Main Street)

Violation Report

New Code Cases		
Abandoned Vehicle on Property	0	
Construction Work Without Permits	0	
Debris on Property	0	
Exterior Violations on House	0	
Garbage - Bulk Waste at Curb Early	0	
Heating equipment not installed properly	0	
Illegal Use of Occupancy	0	
Improper Signage	0	
Infestation	0	
Interior Housing Violations	1	
Snow & Ice Removal - Sidewalk	1	
Tall Grass or Noxious Weeds	0	
Trash Containers Improperly Stored	1	
Trash/Litter	6	
Unsanitary/Unsafe Conditions	1	
Vacant Building/Home	1	
Vehicle Parked on Grass	1	
Vision Obstruction in Roadway or Intersection	0	
Zoning Violations	1	
Total Violations / Total Service Fees Billed	13	\$975
Voluntary Compliance Rate for Tagged/Verbal	3/3	100%



MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: March 7, 2022

RE: **Monthly Director's Report**

Development Updates:

Great Northern Distilling: Developer is finalizing financing. Changes to the site plan were considered at this meeting. City staff has recorded the revised CSM and will sell the property in the coming weeks.

Point Motel/Lokre Development: This project is on going.

Northside Yard (1017 Third St): Final occupancy was issued for the upper floors of building 2 (east building). Tenants began moving in February 1st for building 2. Building 1 (west building) final occupancies for the upper floors will be occurring in the coming weeks. Building 3 (3-story apartments along Third St) is currently under internal review prior to the submittal to the State for plan review.

Delta Dental Corporate Headquarters: Final interior work is being completed.

Doolittle Drive Duplex Development: Under Construction.

Convent Development: City was awarded \$915,000 in CDBG funds to be passed onto the developer for the acquisition of the property. An Idle Sites Redevelopment Grant will likely be submitted this month as well. Developer plans on closing on the property in March 2022 with construction beginning in spring 2022.

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

Marshfield Clinic Addition: Project is ongoing, nearing completion.

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: Above ceiling inspection on 1st and 2nd floors is completed. Final inspection will likely occur in the later part of March.

Stevens Point Hyundai Dealership: Project is ongoing.

GI Associates Clinic: Project is ongoing. Underground plumbing and framing is currently under construction.

Caribou Coffee Drive Thru: Plan submittals have been submitted to City staff for internal plan review. Project will break ground this spring.

Tommy's Carwash: Project is expected to break ground this spring.

Cousin's Subs: Project is expected to break ground this spring.

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.

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: A formal update will be provided during Q2 of 2022.

Housing Taskforce: Goals and objectives are being proposed by members. We recently had United Way present the most recent ALICE report.

Public Policy Updates:

Accessory Dwelling Unit Code Amendment: Ongoing.

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.

Other Updates:

Edgewater Manor Relocation: There are 6 residents remaining at Edgewater, all have relocation plans.