



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 Ilten
- Commissioner Rice
- Commissioner Schuler

AGENDA

CITY PLAN COMMISSION

Date and Time:	August 1, 2022 6:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 858 9154 8094 Passcode: 839207
			<u>By Computer:</u>
			https://us02web.zoom.us/j/85891548094?pwd=MIJRUE56STJyZFZzREFrR2RveTV
			<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 July 5, 2022 meeting of the City Plan Commission.
3. A request from Mark and Janice Klein for the purpose of annexing the property located at 5410 Windy Drive (Parcel ID 020240835-02.07) from the Town of Hull to the City of Stevens Point.
4. A request from Robert Opiola for a sign variance to install a freestanding sign on the property located at 100 Sixth Avenue (Parcel ID 281240830400807), consistent with Ch. 25.14.
5. Discussion on amendments to the City Sign Code.
6. June 2022 Monthly Report.
7. Director's Report.

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.

Closing Section:

8. Adjourn

REPORT OF CITY PLAN COMMISSION

July 5, 2022 – 6:00 PM

In-Person & Zoom Conference Call Meeting

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Cooper, Commissioner Haines, Commissioner Rice, Commissioner Schuler, and Commissioner Ilten

ALSO PRESENT: Director Kernosky, Director Kremer, Associate Planner/Zoning Administrator Kuhn, Neighborhood Planner/Economic Development Specialist Klesmith, Alderperson Shorr, Alderperson Keymer, Tony Gaboda, Travis Haines, 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 June 6, 2022 minutes of the City Plan Commission.
3. Public Hearing and action on a request from Travis Haines, representing Candlewood Investments LLC, for a conditional use permit to construct multiple duplexes on the property located at 1400 River View Avenue (Parcel ID 281230805420205), consistent with Ch.23.01(13)(f).
4. Public Hearing and action on a request from Matt Schneider, representing Mid-State Technical College, for a conditional use permit to construct an advanced manufacturing, engineering technology and apprenticeship center on the property located at 5000 Coye Drive (Parcel ID 281230802200043), consistent with Ch. 23.02(1)(d)(3)(d).
5. Public Hearing and action on a request from the City of Stevens Point to temporarily amend Ch.23.02(1)(b)(2)(j) and Ch. 23.02(1)(f)(3)(i) of the Revised Municipal Code of the City of Stevens Point for the purposes of allowing owner-occupied and non-owner-occupied tourist rooming houses as a permitted use. Said amendment shall take effect on June 22, 2023 and expire July 5, 2023.
6. A request from Doug Lynch for an exception to driveway requirements at 100 Bukolt Park Street (Parcel ID 281240830400808), consistent with Ch. 23.01(15)(i)(3)(k).
7. Discussion only: Small wind energy systems ordinance.
8. Discussion on Comprehensive Plan update.
9. April and May Monthly Reports.
10. Director's Report.

Closing Section:

11. Adjourn.
-

Opening Section:

1. Roll call.

Present: Wiza, Kneebone, Cooper, Rice, Schuler, Ilten

Excused: Arntsen

Commissioner Mark Ilten was welcomed and introduced.

Discussion and possible action on the following:

2. Report of the June 6, 2022 minutes of the City Plan Commission.

Motion by Commissioner Cooper to approve the report of the June 6, 2022 Plan Commission meeting; seconded by Commissioner Schuler.

Motion carried 6-0.

3. Public Hearing and action on a request from Travis Haines, representing Candlewood Investments LLC, for a conditional use permit to construct multiple duplexes on the property located at 1400 River View Avenue (Parcel ID 281230805420205), consistent with Ch.23.01(13)(f).

Associate Planner/Zoning Administrator Kuhn provided a summary of the request to construct multiple duplexes on the property located at 1400 River View Avenue. After review, staff held no concerns and recommended approval with conditions outlined in the staff report.

Commissioners made the following comments:

1. Concern was noted for a lack of sidewalks for the development, noting the issue with moving forward with developments without pedestrian access. This concern and line of inquiry led to a back-and-forth discussion about the need for sidewalks, whether the development warranted it, and the commission's authority on setting conditions that would require them. It was through this discussion that staff noted that they would support a sidewalk along Echo Dells Avenue, but not for the interior of the development.
 - a. Inquiry as to whether City staff would have enforcement jurisdiction over a private drive sidewalk within the interior development, to which staff confirmed that they would not.
 - b. A condition requiring a sidewalk along Echo Dells Avenue, rather than the interior private drive adjoining Riverview Avenue and Echo Dells Avenue was also discussed.
2. Concern was noted for moving forward with another development with multiple builds on a single lot. There was a follow-up inquiry on whether other avenues could be explored with the hope that a future transaction of properties could be to individual homeowners, as opposed to exclusive ownership by one individual.
 - a. There was a brief back-and-forth discussion on requirements that could be utilized to make the splitting of lots, such as through a zero lot-line development, easier in the future. The applicant's representative did confirm that the properties would be built to zero-lot line specifications even though there were no immediate plans to split the parcel.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Tony Gaboda, representing the applicant, requested clarification on where sidewalks would be required to terminate, as there were swales planned for areas of the development along Echo Dells Avenue.

Travis Haines, applicant, noted heavy opposition to putting in sidewalks. He stated that it would be a large increase in cost for an already expensive project when they were trying to address the shortage of housing with the new development.

Motion by Commissioner Ilten to add a condition of approval to require a contiguous sidewalk along Echo Dells Avenue; seconded by Alderperson Kneebone.

Roll Call

Aye: Kneebone, Ilten

Nay: Wiza, Cooper, Rice, Schuler

Motion Failed 4-2.

Motion by Commissioner Ilten to approve a request from Travis Haines, representing Candlewood Investments LLC, for a conditional use permit to construct multiple duplexes on the property located at 1400 River View Avenue (Parcel ID 281230805420205), consistent with Ch.23.01(13)(f) with the following:

- 1. Garbage collection shall be handled commercially, and a trash receptacle location shall be incorporated for the proposed development. Location and proper screening shall be reviewed by City staff.**
- 2. The applicant shall meet DNR Notice of Intent requirements.**
- 3. Separate water and sewer service shall be installed for each unit.**
- 4. All walls facing a public right-of-way shall have the same architectural appeal as the front elevation proposed on each duplex.**
- 5. The proposed red maple trees along County Highway HH shall be replaced with another type of landscape species to provide greater screening. Such landscaping specifications shall be approved by the Zoning Administrator.**
- 6. The eastern access point off of County Road HH shall be paved using a hard surfacing material and be accompanied with a locked gate. The gate shall be at least 14 feet in width.**
- 7. A right-of-permit shall be obtained from the Portage County Highway Department.**
- 8. Staff shall have the ability to approve minor amendments to the site plan.**

seconded by Commissioner Cooper

Motion carried 6-0.

4. Public Hearing and action on a request from Matt Schneider, representing Mid-State Technical College, for a conditional use permit to construct an advanced manufacturing, engineering technology and apprenticeship center on the property located at 5000 Coye Drive (Parcel ID 281230802200043), consistent with Ch. 23.02(1)(d)(3)(d).

Associate Planner/Zoning Administrator Kuhn provided a summary of the request to construct an academic facility within the City's Industrial Park for the purpose of providing courses and programs for students in industry and technology fields. After review, staff held no concerns and recommended approval with conditions outlined in the staff report.

Mayor Wiza commended the efforts by community members, donors, and different bodies to make the project come to fruition.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

1. Suggestion made to include electric vehicle charging stations, to which staff clarified that they had already been included in the proposed plans.
2. Comment of it being a good location and a much-needed facility for the community.
3. Inquiry on what staff envisioned for traffic and parking, to which staff confirmed that the Public Works Department had reviewed the project and concluded that Coye Drive was adequate to handle the additional traffic flow.
4. Inquiry as to why the request needed a Conditional Use Permit when MTSC had already acquired one, to which staff explained that the code required one with any change or expansion of use.

Representative for Mid-State Technical College noted that the facility would hold approximately 250 students, but not at the same time due to shifting course schedules and start times, therefore traffic levels would not be as high.

Motion by Commissioner Ilten approve the request from Matt Schneider, representing Mid-State Technical College, for a conditional use permit to construct an advanced manufacturing, engineering technology and apprenticeship center on the property located at 5000 Coxe Drive (Parcel ID 281230802200043), consistent with Ch. 23.02(1)(d)(3)(d) with the following:

1. An additional fire hydrant shall be installed on the property to support the proposed development, subject to the review and approval of Fire Department staff.
2. A Knox box shall be installed near the water entrance room, subject to the review and approval of Fire Department staff.
3. A sign package shall be submitted to the Zoning Administrator for review and approval.
4. The applicant shall submit final details on the canopy trees and shrubs proposed to be planted, subject to the review and approval of the Zoning Administrator meeting landscaping guidelines.
5. A shared access agreement between the subject property and the property located at 5001 Joerns Drive (Parcel ID 281230802200042) shall be recorded prior to being granted occupancy of the building.
6. Bicycle parking spaces shall be installed in accordance with Chapter 23.01(15)(f) of the City's Zoning Code.
7. Staff shall have the ability to approve minor amendments to the site plan.

seconded by Mayor Wiza

Motion carried 6-0.

5. Public Hearing and action on a request from the City of Stevens Point to temporarily amend Ch.23.02(1)(b)(2)(j) and Ch. 23.02(1)(f)(3)(i) of the Revised Municipal Code of the City of Stevens Point for the purposes of allowing owner-occupied and non-owner-occupied tourist rooming houses as a permitted use. Said amendment shall take effect on June 22, 2023 and expire July 5, 2023.

Mayor Wiza noted that the agenda item would look to address the shortage of accommodations for the more than 70,000 expected visitors for the U.S. Senior Open.

Director Kernosky summarized the existing requirements for owner-occupied versus nonowner-occupied tourist rooming houses before explaining that rather than encouraging people to visit the surrounding areas, the temporary amendment would allow the City to host individuals which would provide an additional economic boost. The amendment would be temporary in nature between June 22, 2023 through July 5, 2023, at which point changes would revert back.

Mayor Wiza declared the public hearing open.

Aldersperson Keymer (District Three) requested an example of which types of nonowner-occupied housing would be allowed the temporary status and asked how the date range was selected.

Mayor Wiza declared the public hearing closed.

Mayor Wiza explained that any house would be eligible, even rentals. The date range was selected after considering the time needed for tournament related crews and vendors to prepare for the event.

Commissioners made the following comments:

1. Comment that hotels were already filled all the way through Madison for the event and retaining visitors within the City would be a great economic boon.

2. Inquiry as to whether the City would be modifying online resources to educate, inform, and process requests, to which staff confirmed that they would be updating all relevant information, and be working with the Visitor's Bureau who was leading the efforts.
3. Inquiry as to how the City would assure individuals would be following requirements, to which staff explained that online listings were checked frequently for compliance, and followed through with Code Enforcement or Conditional Use Permit process if necessary.

Motion by Alderperson Kneebone to approve a request from the City of Stevens Point to temporarily amend Ch.23.02(1)(b)(2)(j) and Ch. 23.02(1)(f)(3)(i) of the Revised Municipal Code of the City of Stevens Point for the purposes of allowing owner-occupied and non-owner-occupied tourist rooming houses as a permitted use. Said amendment shall take effect on June 22, 2023 and expire July 5, 2023; seconded by Commissioner Cooper.

Motion carried 6-0.

6. A request from Doug Lynch for an exception to driveway requirements at 100 Bukolt Park Street (Parcel ID 281240830400808), consistent with Ch. 23.01(15)(i)(3)(k).

Associate Planner/Zoning Administrator Kuhn summarized the request for an exception to driveway requirements at 100 Bukolt Park Street, specifically a 55-ft driveway width. After review, staff recommended approval as outlined in the staff report.

Commissioners made the following comments:

1. Clarification requested as to whether the request revolved around a self-imposed hardship as the garage was constructed after the principal building, with the use of gravel which was a permeable surface. Staff noted while that could be argued, staff did not see it as a self-imposed hardship as the Plan Commission had previously approved the site plan for the garage addition.
2. Inquiry as to whether the DNR had any jurisdiction, to which staff confirmed that the City had ultimate shoreline authority.

Motion by Commissioner Cooper to approve the request from Doug Lynch for an exception to driveway requirements at 100 Bukolt Park Street (Parcel ID 281240830400808), consistent with Ch. 23.01(15)(i)(3)(k); seconded by Commissioner Rice.

Motion carried 5-1, with Mayor Wiza voting in the negative.

7. Discussion only: Small wind energy systems ordinance.

Mayor Wiza briefly explained that he had asked staff to investigate alternative energy using wind and it was before the commission for discussion only. The request had stemmed from a resident looking to pursue the use of wind energy, but the use was not currently allowed.

Associate Planner/Zoning Administrator Kuhn reiterated the purpose for discussion, noting that if the Plan Commission had interest in pursuing a wind energy ordinance, they would continue to work on the request. He highlighted that the state did heavily regulate wind energy but opened the floor to discussion after reviewing such state requirements.

Commissioners made the following comments:

1. Supportive efforts on additional renewable energies was great.
2. Maximum height not to exceed 20 feet seemed too restrictive to adequately provide enough wind energy.
3. Restrictions or feasibility on neighbors going in on/sharing one system.
4. Issues/concerns with noise and height, as well as blade size.
5. Concern for wildlife obstruction (birds/bats).
6. Area not being ideal for constant wind energy, noting solar energy was more amenable.

There was a consensus for staff to pursue additional information and come back before the Plan Commission. Ideally, in the form of a guest speaker or wind energy industry professional, as well as how other municipalities handled wind energy use.

No action was taken.

8. Discussion on Comprehensive Plan update.

Chris Klesmith, Neighborhood Planner/Economic Development Specialist, provided a presentation recapping previous efforts to update and adopt a City Comprehensive Plan, and a timeline on renewing those efforts. A copy of the presentation had been included within the agenda packet. He reviewed the following:

1. Recap: History & Reasoning
 - a. 2014-2015 Comprehensive Plan had not been adopted.
 - b. 2022 Strategic Plan had been approved & would serve as a base for the Comprehensive Plan.
 - c. Targeted Area Master Plans still existed for Downtown and North Division Street.
2. Timeline for:
 - a. Surveys, Events, Office Hours.
 - b. Community Events.
 - c. Objective Review & Interviews.
 - d. Revisions and Adoption.
3. Contextualizing the Vision
 - a. Reviewed the inquiry and discovery process.
4. Accessibility
 - a. Ways in which staff would continue to promote an open and accessible process, one highlighting community presence and involvement.
5. Outcomes
 - a. In addition to having a more complete vision, the process is expected to produce 8 Neighborhood Plans and 1 Full Comprehensive Plan.
6. Tracking & Reporting
 - a. Action tracking versus Data tracking, and annual updates of all action items.

Commissioners had the following comments:

1. Inquiry as to the commission's ability to attend community events in the effort to better understand the process or work being done, to which staff noted that meetings would be properly noticed per the City Attorney.
2. Inquiry as to how early the commission would begin seeing momentum, to which staff explained that initial intake community gatherings would likely occur in the Fall, with initial feedback soon to follow.
3. Inquiry as to the level of detailed involvement the Plan Commission would have, to which it was explained that staff would work on initial drafts and bring them forward for review.
4. Looking at the plan through unique neighborhoods was a great approach, as one size did not fit all. Having a plan tailored to the characteristics of people's neighborhoods would get buy-in.

Mayor Wiza asked for comments from the audience.

Aldersperson Shorr (District Two) noted his support for these efforts.

Comments, feedback, concerns, or inquiries should be directed to the Community Development Department.

No action was taken.

9. April and May Monthly Reports.

Director Kernosky noted the ongoing positive construction valuations for the City, and highlighted the start of construction for The Grove, Cousins Subs, and Great Northern Distilling projects. The full reports had been included in the staff report.

10. Director's Report

Director Kernosky provided brief updates on:

- a. Developmental Updates
- b. Special Project Updates
- c. Public Policy Updates
- d. Economic Development Updates

Closing Section:

11. Adjourn.

Meeting adjourned at 7:32 PM.

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



MEMORANDUM

To: Plan Commission

From: Adam Kuhn, Associate Planner / Zoning Administrator

Date: August 1, 2022

RE: A request from Mark and Janice Klein for the purpose of annexing the property located at 5410 Windy Drive (Parcel ID 020240835-02.07) from the Town of Hull to the City of Stevens Point.

Background: The applicants are requesting annexation of the property located at 5410 Windy Drive to the City of Stevens Point from the Town of Hull. Currently, a single-family residential home occupies the subject property. There is no planned development for this property as part of this annexation request. Along with annexing 5410 Windy Drive (.573 acres), this request also includes annexing 0.405 acres of Windy Drive and Sandy Lane Right-of-Way. Please see the attached exhibit highlighting the proposed annexation map.

There are six types of annexation requests and are as follows:

- Annexation by Unanimous Approval
- Annexation by One-Half Approval
- Annexation by Referendum
- Annexation by City or Village Initiated Referendum
- Annexation of Town Islands
- Annexation of Territory Owned by a City or Village

As the applicants are the sole owners of the subject property, they are requesting annexation by unanimous approval. Requirements for direct annexation by unanimous approval, as outlined through Wis. Stats. 66.0217(2) are as follows:

State Statute 66.0217(2) Direct annexation by unanimous approval. Except as provided in this subsection and sub. (14), and subject to ss. 66.0301 (6) (d) and

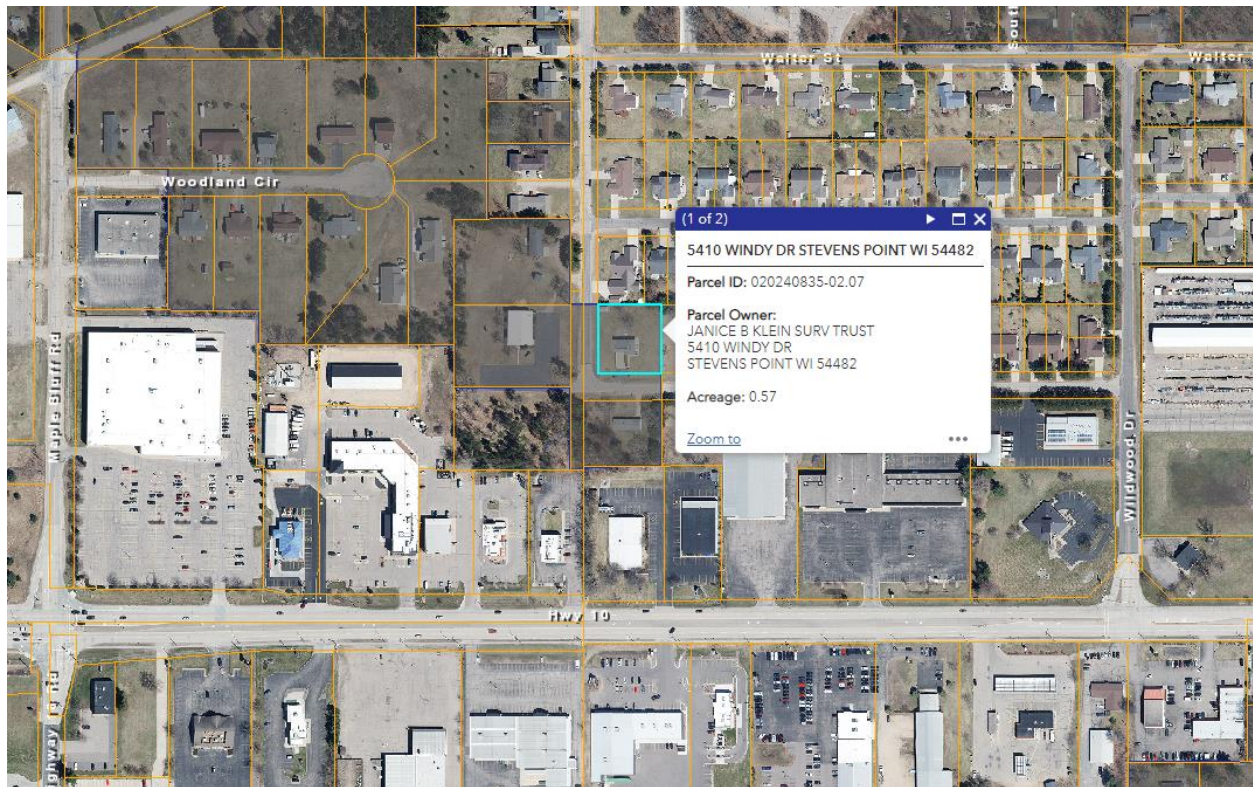
www.stevenspoint.com

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.

66.0307 (7), if a petition for direct annexation signed by all of the electors residing in the territory and the owners of all of the real property in the territory is filed with the city or village clerk, and with the town clerk of the town or towns in which the territory is located, together with a scale map and a legal description of the property to be annexed, an annexation ordinance for the annexation of the territory may be enacted by a two-thirds vote of the elected members of the governing body of the city or village without compliance with the notice requirements of sub. (4). In an annexation under this subsection, subject to sub. (6), the person filing the petition with the city or village clerk and the town clerk shall, within 5 days of the filing, mail a copy of the scale map and a legal description of the territory to be annexed to the department and the governing body shall review the advice of the department, if any, before enacting the annexation ordinance. No territory may be annexed by a city or village under this subsection unless the territory to be annexed is contiguous to the annexing city or village.

The steps outlined above have been made by the applicant. Further information on this request is outlined below.

Map of Subject Property:



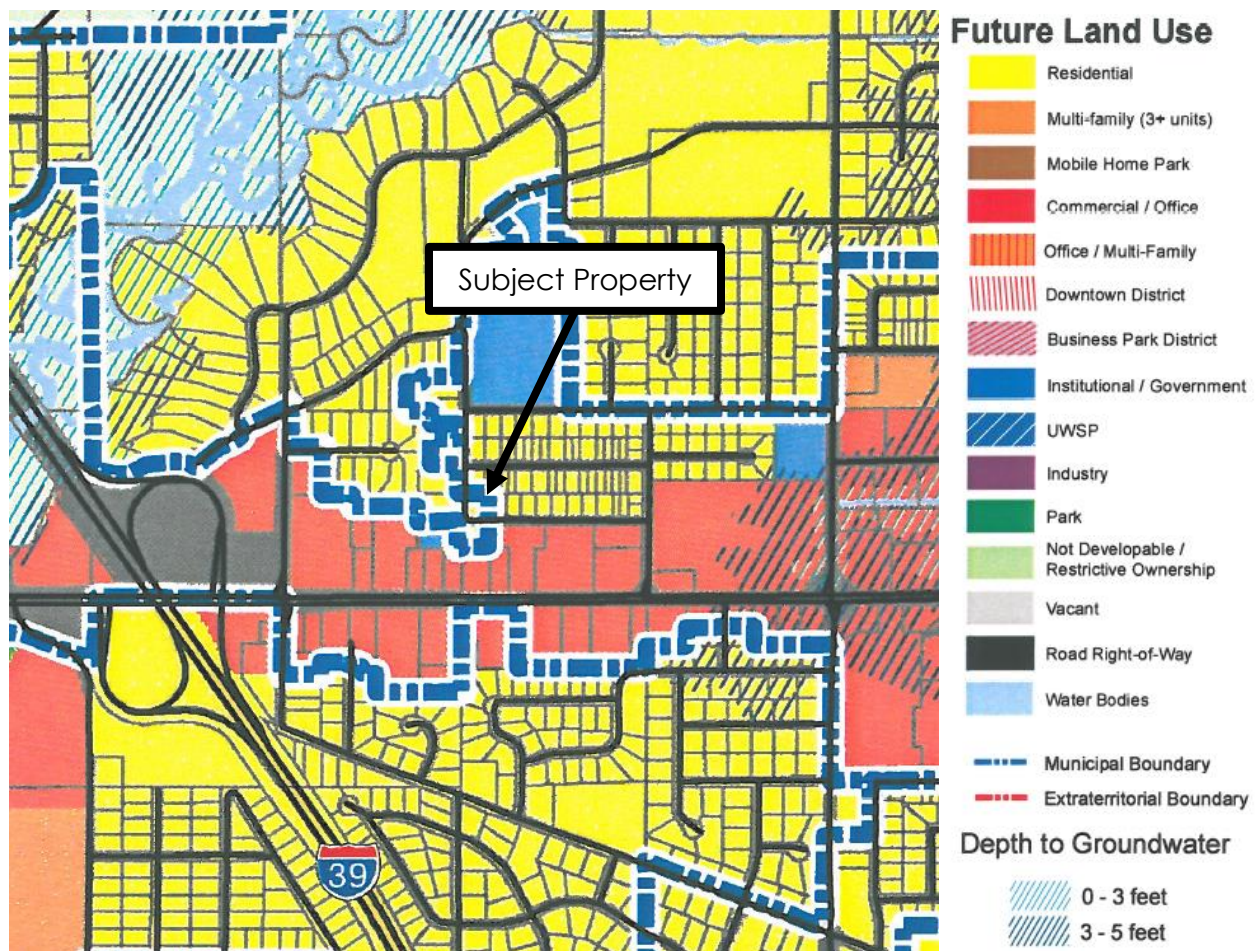
Wis. Stats. requires the Plan Commission to make a recommendation to the Common Council on any annexation request. Additionally, the City's Zoning Code requires the following regarding the zoning of any property annexed to City limits:

All territory annexed to the City of Stevens Point shall automatically become a part of the "R-1" Low Density Residence District until definite boundaries and zoning districts are recommended by the City Plan Commission and adopted by

the Common Council; provided, however, that the Common Council shall adopt definite boundaries and district regulations within 90 days from the date of the annexation. The Plan Commission may recommend definite zoning districts and boundaries to the City Council prior to or at the time the Council acts on a proposed annexation, and may adopt definite boundaries at the time of annexation provided the public notice procedure is followed.

Consistent with the requirements above, the subject property would be automatically zoned "R-LD" Low Density Residential. Given the development pattern surrounding the subject property, the applicant is in the process of rezoning their property to "R-3" Single- and Two-Family Residential. Consistent with public notice requirements, this request is slated to be on the September Plan Commission agenda.

Stevens Point Comprehensive Plan – Extraterritorial Future Land Use Map



The property in question is adjacent to the City and borders higher-intensity commercial uses that are along Highway 10. The properties north of Highway 10 consist primarily of single- and two-family residential uses and range from 0.25-0.5 acres in size. With a future rezoning of the property to "R-3" Single- and Two-Family Residential, staff believes that it is compatible with adjacent uses and consist with the long-term development pattern in this area.

The applicant intends to annex the subject property in order to obtain City water service. The City's Future Land Use Map does not identify properties outside of City limits

– however, the Comprehensive Plan's Extraterritorial Future Land Use Map classifies the property with a residential designation. Please note that this residential designation encompasses both single- and two-family residential uses.

Given the above findings, the annexation seems fitting given the contiguous nature of the property with City limits. Likewise, the property can be immediately serviced with City utilities. Although the Wisconsin Department of Administration has not provided a recommendation as of July 25th, City staff have reached out to DOA staff and they have not expressed any red flags regarding this request.

Staff Recommendation: Staff recommends **APPROVAL** as presented.

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



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

18 July 2022

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

Hand Delivered

**RE: PETITION FOR ANNEXATION BY UNANIMOUS APPROVAL, CONST. WITH WIS. STATS.
66.0127(2)**

Clerk Yenter-

Enclosed, please find a petition signed by all of the electors and property owners for direct annexation by unanimous consent of certain property located in the Town of Hull to the City of Stevens Point. The legal description for the property subject to the petition is described in the enclosed petition with a scale map.

Also enclosed is a copy of the annexation application for the City of Stevens Point, which was signed on July 15, 2022.

The City of Stevens Point Community Development Department is assisting the property owner through the annexation process.

Thank you,

A handwritten signature in black ink, appearing to read "RK", written over the printed name "Ryan Kernosky".

Ryan Kernosky

Enclosures

CC: Janice Klein
Mark Klein
Adam Kuhn

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PETITION FOR ANNEXATION
DIRECT ANNEXATION BY UNANIMOUS APPROVAL
WIS. STATS. 66.0217(2)

TO: **City of Stevens Point**
Attn. City Clerk
1515 Strong's Avenue
Stevens Point, WI 54481

WITH SIGNED COUNTERPART COPIES TO:

Town of Hull
Attn. Town Clerk
4550 Wojcik Memorial Drive
Stevens Point, WI 54482

Wisconsin Department of Administration
Attn. Municipal Boundary Review
PO Box 1645
Madison, WI 53701-1645

FROM: Janice Klein, Mark Klein, as trustee of the Janice B. Klein Survivors Trust (herein collectively the "Petitioners"), c/o Janice Klein and Mark Klein, 5473 Walter Street, Stevens Point, WI 54482

THIS PETITION ("Petition") is made by Petitioners on July 15, 2022.

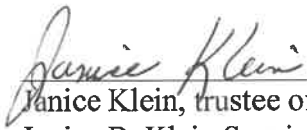
1. **Petition of Annexation; Legal Description of Property.** Petitioners hereby petition and request that the real property described on Exhibit A, attached hereto (herein the "Property"), be detached from the Town of Hull, Portage County, Wisconsin, and be annexed to the City of Stevens Point, Portage County, Wisconsin. The Tax Key Numbers for the Property are as follows:

<u>Tax Key Numbers</u>	<u>Owners</u>
020240835-02.07	Janice B. Klein Survivor's Trust

2. **Ownership of Property; Scale Map.** Petitioners are the sole owners of the Property, which consists of .573 acres, with a total .978 acres with proposed right of way annexation, further described on the Scale Map attached hereto as Exhibit B.
3. **Population.** Petitioners represent and state that the Property is solely owned by the Petitioners and that one (1) persons reside within the Property; the Property consists of a single-family residential dwelling.

4. **Direct Annexation.** Petitioners make this Petition pursuant to Section 66.0217(2) of the Wisconsin Statutes as a request for direct annexation by unanimous approval of the sole owners of the Property, the Petitioners.
5. **Acknowledgement.** The undersigned owners acknowledge that this Petition, the Legal Description (Exhibit A) and the Scale Map (Exhibit B) have been prepared in accordance with Section 66.0217, Wis. Stats., and that the undersigned has or will provide all required fees to process this Petition.

Owners & Petitioners


Janice Klein, trustee of the
Janice B. Klein Survivor's Trust


Mark Klein

Document Drafted By:
City of Stevens Point
Community Development
1515 Strong's Avenue
Stevens Point, WI 54481

EF: 1162

EXHIBIT 'A'

ANNEXATION LEGAL DESCRIPTION

Lot 1 and all that part of Portage County Certified Survey Map No. 748-3-106, located in the Northwest Quarter of the Northeast Quarter of Section 35, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, described more particularly as follows:

Commencing at the north quarter corner of said Section 35; thence South 00 degrees 33 minutes 00 seconds West along the west line of said Northwest Quarter of the Northeast Quarter of Section 35 a distance of 587.94 feet to the westerly extension of the north line of said Lot 1 of Portage County Certified Survey Map No. 748-3-106 and the point of beginning; thence South 89 degrees 38 minutes 15 seconds East along said westerly extension 33.00 feet to the east right of way line of Sandy Lane and the northwest corner of said Lot 1; thence continuing South 89 degrees 38 minutes 15 seconds East along the north line of said Lot 1 a distance of 153.00 feet to the northeast corner thereof; thence South 00 degrees 33 minutes 00 seconds West along the east line of said Lot 1 a distance of 163.00 feet to the southeast corner thereof and the north right of way line of Windy Drive; thence continuing South 00 degrees 33 minutes 00 seconds West along the southerly extension of said east line 66.00 feet to the south right of way line of said Windy Drive; thence North 89 degrees 38 minutes 15 seconds West along said south right of way line 186.00 feet to the west line of said Northwest Quarter of the Northeast Quarter of Section 35; thence North 00 degrees 33 minutes 00 seconds East along said west line 229.00 feet to the point of beginning and there terminating.

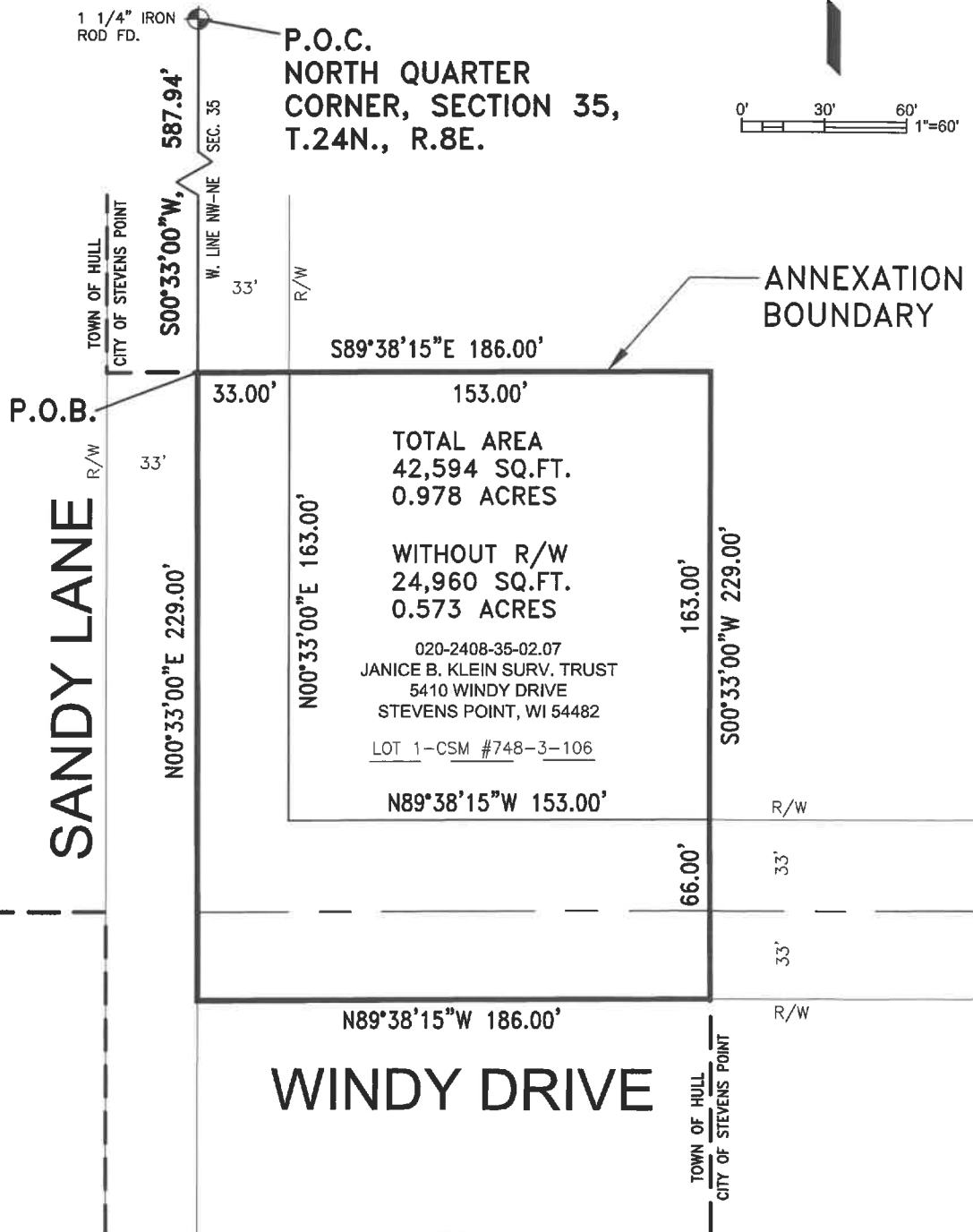
Said annexation contains approximately 42,594 square feet (0.978 acres).

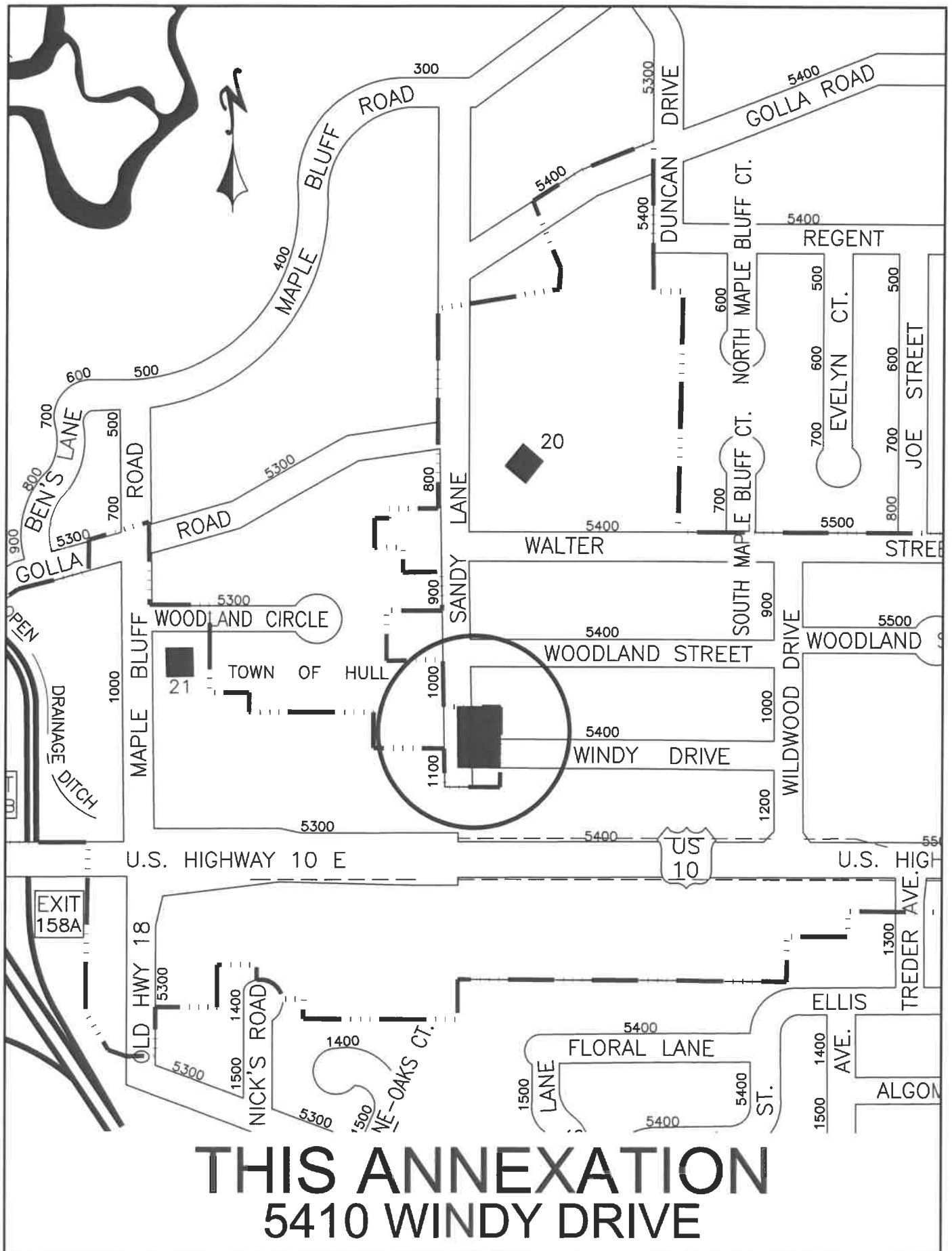
EXHIBIT 'B'

ANNEXATION MAP

BASIS FOR BEARING

THE BEARINGS HEREIN ARE
REFERENCE TO PORTAGE COUNTY
CERTIFIED SURVEY MAP #748-3-106.







APPLICATION FOR ANNEXATION

(Pre-Application Conference Required)

1.090151
7-15-22

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	310.00	Fee Paid	310.00
Associated Applications If Any	n/a			Assigned Case Manager	Kernosky		
Pre-Application Conference Date	7/8/2022			Annexation Request Type	Unanimous ☒ One-Half Approval ☐ By Referendum ☐		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Janice Klein & Mark Klein	Contact Name	
Address	5473 Walter Street	Address	
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	
Telephone	715-252-1656	Telephone	
Fax		Fax	
Email	janklein32@hotmail.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	JANICE B KLEIN SURV TRUST	Owner's Name	
Address	5410 Windy Drive	Address	
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	
Telephone	715-252-1656 715-344-4756	Telephone	
Fax		Fax	
Email	janklein32@hotmail.com	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
020240835-02.07		
Legal Description of Subject Property		
Lot 1 of Certified Survey Map 7483106 located in the NW 1/4 of the NE 1/4 of Sect. 35, Town 24 North, Range 8 East.		
Designated Future Land Use Category		Current Use of Property
Residential		Residential
Explain the land use and the development proposed for the annexation property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
Currently, a single-family residential home occupies the property. There is no planned development for this parcel.		
Is the proposed annexation consistent with the Comprehensive Plan? Please reference the Comprehensive Plan's Future Land Use Map and the Extraterritorial		

Land Use Map. (Use additional pages if necessary)

Yes - future land use map identifies this property as Residential. The current and future land use will not change from residential.

Is a permanent zoning classification being requested for the annexation territory? If yes, please state the proposed zoning classification and provide reasoning. (Use additional pages if necessary)

Yes, R-3 "Single and Two- Family" residential zoning is being requested for permanent zoning. The subdivision directly to the north and east of the subject parcel are currently zoned R-3 and to ensure consistent zoning within the neighborhood the request is to provide the permanent zoning classification.

Current Zoning Surrounding Subject Property (City or County zoning)

North:	R-3	South:	Town of Hull/ R-2
East:	R-3	West:	Town of Hull/ R-2

Current Land Use Surrounding Subject Property

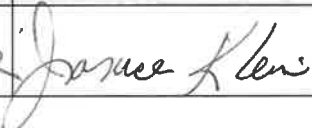
North:	SFD/TFD	South:	SFD
East:	Vacant/SFD	West:	Church/Inst.

EXHIBITS

Owner Information Sheet	☐	Additional Exhibits If Any:
Letter to District Alderperson	☐	
Site Map or Certified Survey Map (outlining annexation property and surrounding jurisdictions)	☒	
Signed Petition (signed by electors and property owners within the annexation area)	☒	

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
	7/15/22		7/15/22

July 15, 2022

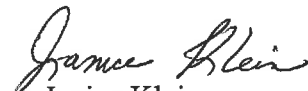
Ald. Mary Kneebone
City of Stevens Point
Seventh District
5718 Sandpiper Drive
Stevens Point, WI 54482

IN RE: Notice of Application for Annexation

Dear Alder Kneebone:

The Purpose of this letter is to provide you with notice of the proposed annexation of certain real estate located in the Town of Hull to the City of Stevens Point. A copy of the Application for Annexation that will be submitted to the City of Stevens Point is enclosed for your reference. Please feel free to reach out to us with any additional questions.

Sincerely,


Janice Klein


Mark Klein

Administrative Staff Report

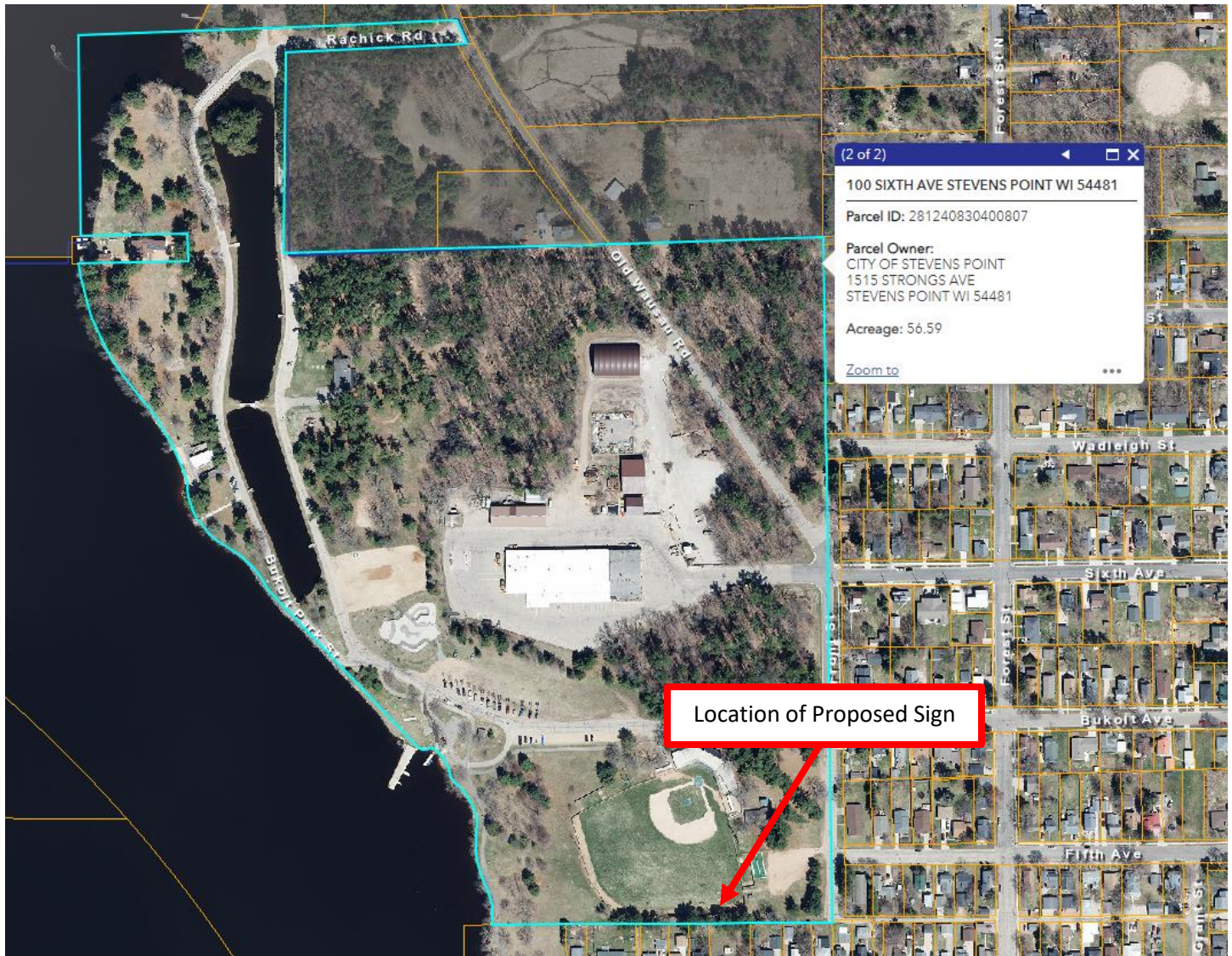
Sign Variance Cub Mancheski Field August 1, 2022



Department of Community Development

Applicant(s): - Robert Opiola Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240830400807 Zone(s): "C" Conservancy Master Plan: - Park Council District: - District 4 Ald. Zarazua Lot Information: - Lot Size: 2,465,191 sq. ft. (56.593 ac.) Current Use: - Park & Recreation Applicable Regulations: - Chapter 25	Request A request from Robert Opiola for a sign variance to install a freestanding sign on the property located at 100 Sixth Avenue (Parcel ID 281240830400807), consistent with Ch. 25.14. Attachment(s) - Application - Site Plan Findings of Fact - The subject property is zoned "C" Conservancy. - The applicant is requesting to install one freestanding sign in the left outfield of Cub Mancheski Field that has two 1,391 square foot sign displays and stands 30 feet in height. - The intent of this freestanding sign is to provide 70 4' x 8' sign boards for commercial advertisement. Revenue generated from these sign boards are intended to be used for a future lighting upgrade of Bukolt Park. - Within the "C" Conservancy District, one freestanding sign is permitted at a maximum size of 32 square feet and maximum height of five feet. Freestanding signs are required to be non-illuminated. - A sign variance is required based on the size and height of the proposed sign. - The Plan Commission and Common Council may attach additional conditions onto this request. Staff Recommendation Approve the sign variance to install a freestanding sign on the property located at 100 Sixth Avenue (Parcel ID 281240830400807), subject to the following conditions: - The sign shall be set back at least five feet from the property line. - A building permit shall be obtained prior to installing the sign.
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Vicinity Map



Background

Overview: The applicant is requesting a sign variance to install one freestanding sign beyond the outfield fence at Cub Mancheski Field, located within Bukolt Park. The proposed sign is intended to provide 70 4' x 8' sign boards that are available for advertisement of outside organizations. Revenue generated from selling the use of these sign boards are intended to go towards an eventual lighting upgrade of Bukolt Park. No other freestanding signs exist for Cub Mancheski Field, however multiple identification signs exist along Front Street that are intended to advertise Bukolt Park. As shown in the above map, Cub Mancheski Field, the City Garage and Bukolt Park are all located within the subject property.

The subject property is zoned "C" Conservancy. The City's Sign Code allows one freestanding sign per parcel provided that the size does not exceed 32 square feet and that the height does not exceed five feet. All freestanding signs within the "C" Conservancy District must not be illuminated. As mentioned above there are other freestanding signs located on the subject property, servicing different uses, that exceed the height and size requirement. The applicant is requesting to install one non-illuminated freestanding sign that stands 30 feet in height and provides 2,782 square feet of

advertising space. With the requested sign exceeding maximum height and size requirements, a sign variance would be required.

Below are details of the proposed sign and pertinent language from the City’s Sign Code.

Ch. 25.04(4) Sign Regulations for the “C” Conservancy Zoning District

Within the Conservancy Zoning District, one non-illuminated freestanding sign may be displayed per parcel. Such sign shall be limited to 32 square feet in area. The maximum height allowed for such sign is 5 feet above ground level.

Sign Details:

Location: South of the outfield fence within Cub Mancheski Field.

Sign Area: 2,782 square feet

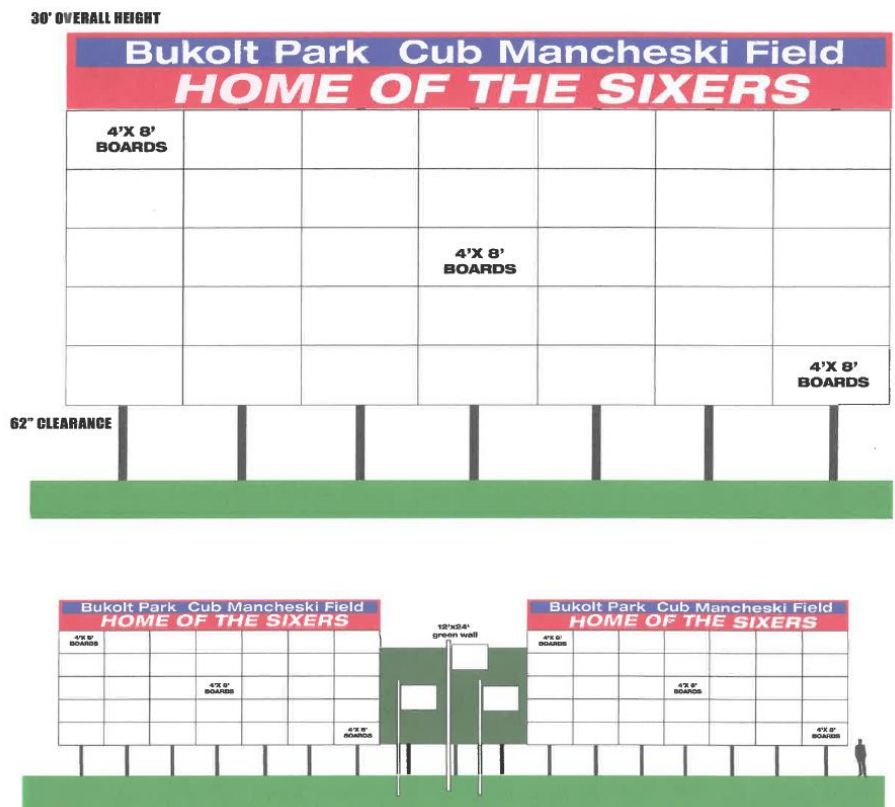
Height: 30 feet

Standards of Review

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

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

Analysis: The intent of the freestanding sign is to advertise the location of Cub Mancheski Field and to provide sign boards that are available for advertisement from outside organizations. As mentioned earlier, the subject property is a rather large lot (56.6 acres) that houses a variety of different uses (i.e., Bukolt Park, City Garage and Cub Mancheski Field). With freestanding signs already placed within the subject property identifying Bukolt Park, our Sign Code would not permit any additional freestanding signs to be installed (regardless of the use that it is advertising). Additionally, the City’s Sign Code does not address signage for sports venues. Naturally, freestanding signs for sports venues need to be large given the use and identification that it is trying to display. However, as most sports venues are located on a property that is zoned “C” Conservancy, it severely restricts the type of signage that is permitted by right.



Findings: Although the applicant is requesting to install a freestanding sign that significantly exceeds height and size requirements, it is important to understand the context for what this sign is intended to service. As found during past projects for sports venues (e.g., Community Stadium improvements), our Sign Code is significantly restrictive for these types of uses as they are commonly found within lower-intensity zoning districts. Given the intent of this sign being to complement Cub Mancheski Field, staff feels that allowing the proposed freestanding sign would meet this standard.

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

Analysis: The subject property is bounded by residential uses to the north, east and south. Residential uses are found to the south of Cub Mancheski Field.

Findings: For all freestanding signs in the “C” Conservancy District, a minimum five-foot setback is required from all lot lines. From the south lot line of the subject property to the outfield fence, there is approximately 25 feet of separation. Although the applicant would meet the necessary five-foot setback requirement, staff would not be opposed should the Commission require additional setback based on the proposed height of the sign (30 feet) and its proximity to adjacent single-family residential uses. With that said, existing landscaping along the southern lot line should provide significant screening from nearby residential uses.

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

Analysis: The subject property is of significant size (56.6 acres) that houses multiple principal uses. The City’s Sign Code permits a maximum of one freestanding sign per parcel.

Findings: Property size is generally not a hindrance in allowing for creative sign designs that meets Sign Code requirements. However, under a literal interpretation of the Sign Code, Cub Mancheski Field would not be allowed to install any freestanding signs as two freestanding signs already exists on the subject property that complements Bukolt Park. As it is commonplace for baseball fields to have advertising signs boards located on freestanding signs, not allowing a freestanding sign would likely limit the marketability and visibility of Cub Mancheski Field from Bukolt Park and Front Street, thereby creating a hardship.

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

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

Findings: The proposed sign is of a size and height that best communicates the location of Cub Mancheski Field for those commuting along Front Street and those spectating within Bukolt Park. Furthermore, the allowance of an additional freestanding sign would likely not detract from the property or neighborhood, primarily due to the size of the subject property, the use of the subject property and the safeguards tied to this request as mandated

in the City's Sign Code and Zoning Code. Based on the findings above, the granting of this variance would not be generally contrary to the general objectives of the City Sign Code.

Photos





APPLICATION FOR A SIGN VARIANCE

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications if Any				Assigned Case Manager			
Pre-Application Conference Date				Sign Variance (check all that apply)	Height ☐	Size ☐	Quantity ☐ Other ☐

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Robert Opola	Contact Name	
Address	5440 Canary Dr.	Address	
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	
Telephone	715-340-3526	Telephone	
Fax		Fax	
Email	bopola@yahoo.com	Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
100 Bokolt Ave.		
Legal Description of Subject Property		
Cub Mancheski Field		
Current Use of Property		Current Zoning of Property
Baseball Field		
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		
NO.		

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

NO. We are looking to create additional money to keep to Park at a high standard.

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

No.

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

Current Zoning Surrounding Subject Property

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

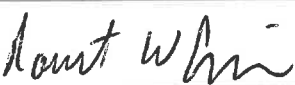
North:		South:	
East:		West:	

EXHIBITS

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

CERTIFICATION AND SIGNATURE

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	7/1/22		



STEVENS POINT BERENS-SCRIBNER POST 6 LEGION BASEBALL

SIXERS

Hello Alderperson Mykeerah Zarazua,

My name is Bobby Opiola, I am a representative of Stevens Point Post 6 Baseball. Our organization runs the concession stand and pays for most of the improvements at Cub Mancheski Field at Bukolt Park. I'm informing you that we are working with the City to get the parks lighting upgraded. The project is \$330,000, per a quote from Musco Company. The reason for the upgrade is to get our light rating up to suggested reading, so we are able to keep kids safe and host state and regional tournaments. We have generated over \$150,000 so far!! For us to generate the last \$180,000 we want to put up signage behind the outfield fence. We have had a meeting with the Mayor Wiza and Parks Department rep Dan Kremer about the project. They are on board for us to put up the sign boards. I'm in the process of applying for a sign variance. The signage would damper the sound from the park for the houses to the south.

If you have any questions, comments, or concerns. Please reach out.

We would appreciate any help!

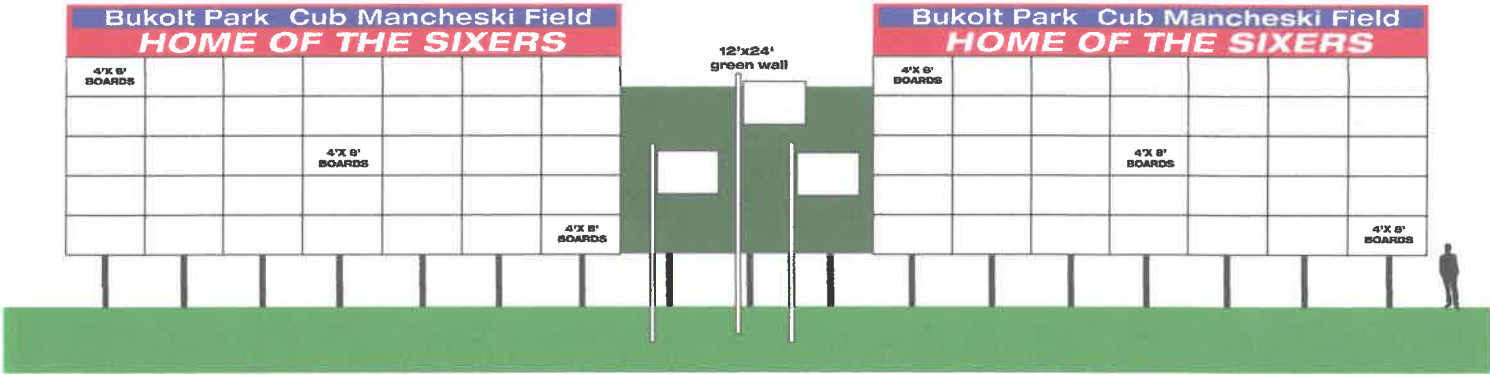
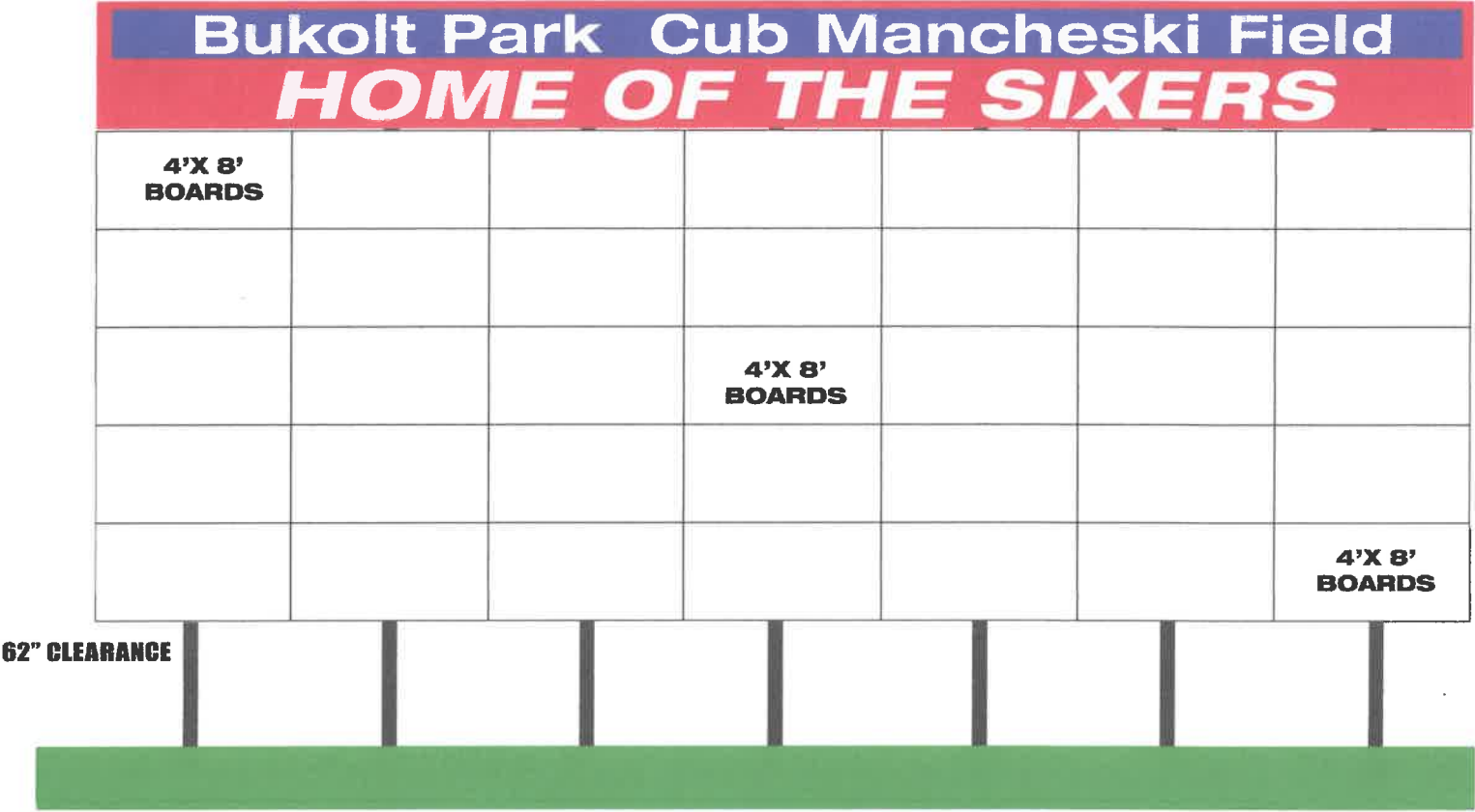
Sincerely,

Bobby Opiola
Stevens Point Legion Baseball GM
bopiola@yahoo.com
715-340-3526

AMERICAN LEGION POST 6 BASEBALL • P.O. BOX 984 • STEVENS POINT, WI 54481

WWW.STEVENSPOINTSIXERS.COM • FACEBOOK/SIXERS LEGION BASEBALL

30' OVERALL HEIGHT





Date: July 15, 2020

Name: Dan Kremer

Thank you for your interest in Musco's Light-Structure System with TLC for LED™ Total Light Control technology. We are pleased to present this budget estimate for your preliminary planning purposes. Musco's industry leading technology will provide the following benefits:

- **Up to 85% Less Energy Cost**
- **Up to 85% Less Spill Light**
- **100% Maintenance Free for 25 years**
- **Guaranteed Light Levels**
- **Control & Monitoring System**

This budget estimate is based on the following information:

- Softball Fields – 200' R, Baseball Fields – 300' R, Baseball Field – 325'/375'/325' and (2) Softball Fields w/ shared outfield
- Guaranteed light levels of 50/30 fc
- Power: Assuming power is available at each field. Bringing power to the site is not included in the estimate
- Building Code: 2015, IBC 115 MPH

This estimate includes Musco's Light-Structure System with TLC for LED™ Total Light Control technology— engineered from foundation-to-pole top in 5 Easy Pieces™ – and Control-Link® systems. Estimate is for Musco provided materials and installation. Estimate includes all underground electrical from the utility meter.

- **Turnkey estimate for 200' R Softball Field for LED is \$145,000 - \$155,000 per field**
- **Turnkey estimate for 300' R Baseball Field for LED is \$225,000 - \$245,000 per field**
- **Turnkey estimate for 325'/375'/325' Baseball Field for LED is \$315,000 - \$330,000**
- **Turnkey estimate for (2) Softball Fields w/ shared outfields for LED is \$325,000 - \$350,000**

The following is a partial listing of projects in Wisconsin where Musco's Lighting technology was chosen:

- **Waukesha North High School Football - Waukesha**
- **Waukesha South High School Football – Waukesha**
- **Waukesha West High School Football - Waukesha**
- **Saratoga Softball Complex - Waukesha**

Thank you for considering Musco for your sports-lighting needs. We look forward to helping you make your project a success. I will follow-up with you in the near future or contact me with any questions.

Thank you-

Greg Smidt
Musco Sports Lighting, LLC
Phone: 920-460-5879
E-mail: greg.smidt@musco.com

Lighting . . . We Make It Happen.



MEMORANDUM

To: Plan Commission

From: Adam Kuhn, Associate Planner / Zoning Administrator

Date: August 1, 2022

RE: Amendments to the City's Sign Code

Background: In 2015, the U.S. Supreme Court ruled in *Reed v. Town of Gilbert* that municipalities are restricted on how they can regulate signage. The majority opinion ruled that how a municipality regulates signage must be content-neutral and not content-based for it to be compliant with the First Amendment. How does one determine if a sign regulation is content-based or content-neutral? If someone needs to read a sign to determine what type of sign it is and the regulations that apply to it, it is considered content-based.

Due to *Reed v. Town of Gilbert*, it resulted in municipalities across the United States to review their existing sign codes and make proper adjustments to become *Reed* compliant. Unfortunately, the City of Stevens Point has not amended our Sign Code since the 2015 ruling – therefore, we are out of compliance with *Reed v. Town of Gilbert*.

Before you all are proposed amendments to the City's Sign Code to make it *Reed* compliant. Outside of making code provisions content-neutral in its administration, the following includes a summary of the proposed revisions:

- Adding a 'minor sign' and 'yard sign' definition. The purpose of these two definitions are to address signs that are not permanently affixed to the ground or structure, and can be easily moved through physical means. Examples of minor signs include, but are not limited to, yard signs, window signs, banners and posters.
- Amending our temporary sign definition. In *Reed*, it found that the Sign Code for Town of Gilbert, Arizona violated the First Amendment as it imposed content-

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.

based regulations for “temporary signs relating to a qualifying event.” The City’s Sign Code has a similar temporary sign provision for new businesses and special commercial events, thereby making it a violation of *Reed*.

- Revisions to off-premises sign regulations. The City includes an off-premise sign definition in both our Sign Code and Zoning Code. While mentioned in the Sign Code (and subject to the height and setback requirements in that code), the City’s Sign Code explicitly states that off-premise signs are to be regulated by the Zoning Code. As part of this Sign Code update, we are looking to remove the mentioning of off-premise signs from our Zoning Code in its entirety. While off-premise signs would still require a conditional use permit, it doesn’t make sense that any variance request for off-premise signs must go before our Zoning Board of Appeals, while other sign variance requests can go before our Plan Commission and Common Council.
- Removing architectural and aesthetic requirements for signs in the “B-3” Central Business Zoning District. Lots that are zoned “B-3” Central Business are found almost exclusively within Downtown Stevens Point. As the Downtown has their own architectural and aesthetic requirements as administered by the City’s Historic Preservation / Design Review Commission, staff believes that having similar requirements in the Sign Code are redundant.
- Removing identity sign requirements. A property owner may obtain Common Council approval to install an identity sign provide that it, in part, is associated with a development of at least 75 acres and on property zoned “B-5” Highway Commercial (i.e., lots along Highway 10 East and east of Interstate 39). Given the likelihood that someone would apply for an identity sign request, along with the fact that other provisions of the City’s Sign Code can address identity sign requests (e.g., off-premises signs, shopping center signs, etc.), staff believes that it would be appropriate to remove this code section.

As part of crafting the attached ordinance amendments, please note that Community Development staff have been working with the City Attorney’s Office to ensure compliance with *Reed v. Town of Gilbert*, along with subsequent case law regarding signage and free speech. Likewise, I am pleased to state that Community Development staff have been working with Village of Plover Community Development staff on making Reed-compliant amendments to both sign codes. As the purpose statement of our Sign Code is, in part, to provide a uniform sign ordinance among our two communities, staff believes that having similar code requirements makes sense.

Next Steps: No formal action will take place during this August meeting. Staff is seeking input and comments from the Commission as to potential revisions on the proposed amendment. If the Commission is generally in support of these changes, staff will proceed with public notice requirements in preparation for September action.

25.01 PURPOSE

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

25.02 -APPLICABILITY - EFFECT

A sign may be erected, placed, established, painted, created, or maintained in the City only in conformance with the standards, procedures, exemptions, and other requirements of this Ordinance. In addition, this Ordinance is intended to:

1. Establish a permit system to allow a variety of types of signs in commercial and industrial zoning districts, and a limited variety of signs in other zoning districts, subject to the standards and permit procedures of this Ordinance;
2. Allow certain signs that are small, unobtrusive, and incidental to the principal use of the respective lots on which they are located, subject to the requirements of this Ordinance, but without a requirement for permits;
3. Prohibit all signs not expressly permitted by this Ordinance; and
4. Provide for the enforcement of the provisions of this Ordinance.

25.03 DEFINITIONS

The following Words and phrases used in this ~~Ordinance Section~~ shall have the meanings as set forth ~~in this Section below when used within this Section.~~ Words and phrases not defined in this Section, but defined in the Zoning Ordinance of the City elsewhere in this Chapter shall be given the meanings set forth ~~in such ordinance where they are defined.~~

ABANDONED SIGN: A sign ~~which no longer identifies or advertises a bona fide business, lessor, service, owner, product, or activity and/or~~ for which no legal owner can be found with

reasonable diligence.

ADDRESS SIGN: A sign that is required to be constructed, placed or maintained by a federal, state or local government for the purposes of identifying the address of a building.

~~ANIMATED SIGN: Any sign which uses movement, reflection or change of lighting to depict action or to create a special effect or scene (compare to FLASHING SIGN).~~

AREA: -(see SIGN, AREA OF)

AWNING: -Canvas, cloth or other nonrigid structures supported above windows or door openings.

BANNER SIGN: A sign made of fabric or any non-rigid material with no enclosing framework.

BILLBOARD/OFF-PREMISE SIGN: ~~(see OFF-PREMISE SIGN)~~ A sign structure advertising an establishment, merchandise, service or entertainment which is not sold, produced, manufactured where said sign is located, e.g., including but not limited to billboards or outdoor advertising. The sign shall not exceed the lesser of 100 square feet in size, or the maximum amount of available signage for the property in which the sign is installed. The sign shall be within 1,500 feet of the establishment, merchandise, service, or entertainment for which they are advertising, measured at the lot line for which the aforementioned is located. Off-premise signs and billboards shall be a conditional use within all zoning districts, subject to the conditional use standards as outlined in Section 23.01 of the City of Stevens Point Zoning Ordinance.

~~BUSINESS SIGN: A sign which directs attention to a business, profession, commodity, service or entertainment that is sold or offered upon the premises where such sign is located or to which it is attached.~~

CANOPY SIGN:- Any sign that is part of, or attached to, an awning, canopy, or other fabric, plastic or structural protective cover over a door, window, entrance or outdoor service area.

CHANGEABLE COPY SIGN ~~(AUTOMATIC):~~ A sign on which the copy changes ~~automatically on a lampbank or through mechanical means, e.g., electrical or electronic time and temperature units, through mechanical, digital and electronic means, and manually through physical labor. Examples of changeable copy signs include, but are not limited to, electronic time and temperature signs, and reader boards with changeable letters.~~

~~CHANGEABLE COPY SIGN (MANUAL): A sign on which copy is changed manually in the field, e.g., readerboards with changeable letters.~~

~~CITY: Unless the context clearly discloses a contrary intent, the word City shall mean the City of Stevens Point, Wisconsin.~~

~~CONSTRUCTION SIGN: A temporary sign identifying an architect, contractor, subcontractor and/or material supplier participating in construction on the property on which the sign is located.~~

COPY: The wording, images, graphics and/or symbols on a sign surface in either permanent or removable letter form.

~~DIRECTIONAL/INFORMATIONAL SIGN: An on-premise sign giving directions, instructions, or facility information and which may contain the name or logo of an establishment, but no advertising copy. Examples include parking or exit signs.~~

~~DOUBLE FACED SIGN: A sign with two faces.~~

ELECTRICAL SIGN: A sign or sign structure in which electrical wiring, connections, and/or fixtures are used.

~~ELECTRONIC MESSAGE CENTER: (See CHANGEABLE COPY SIGN, AUTOMATIC)~~

FACADE: The entire front or any other face of a building, including the parapet.

FACE OF SIGN: The area of a sign on which copy is placed.

~~FESTOONS: A string of balloons, ribbons, tinsel, small flags, or pinwheels.~~

FLAG: Any fabric, banner or bunting, typically rectangular or square in nature, that can be attached on one side to a pole or rope, containing distinctive colors, patterns or symbols, used as a symbol of a business, corporation, government, political subdivision or other entity.

FLASHING SIGN: A sign which contains an intermittent or sequential flashing light source used primarily to attract attention. ~~Does not include changeable copy signs, animated signs, or signs which, through reflection or other means, create an illusion of flashing or intermittent light (compare with ANIMATED and CHANGEABLE COPY SIGN).~~

FREESTANDING SIGN: Any sign supported by structures or supports that are placed on, or anchored in, the ground and that are independent from any building or other structure.

GOVERNMENT SIGN: Any temporary or permanent sign erected and maintained by ~~the City, County, State or Federal Government for traffic direction or for designation of or direction to any school, hospital, historical site, public service, property or facility.~~ a federal, state or local government or a sign that is required to be erected, placed or maintained by the federal, state or local government.

GROUND SIGN: A freestanding sign that is less than six feet in height.

HEIGHT (OF A SIGN): The vertical distance measured from the highest point of the sign to the surface grade beneath the sign.

IDENTIFICATION SIGN: ~~A sign whose copy is limited to the name and address of a building, institution or person and/or to the activity or occupation being identified.~~

ILLEGAL SIGN: A sign which does not meet the requirements of this Ordinance and is erected after the effective date of this Ordinance.

ILLUMINATED SIGN: A sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.

INCIDENTAL SIGN: ~~A sign, emblem or decal informing the public of goods, facilities or services available on the premises, e.g., credit card sign or sign indicating hours of business. Incidental signs shall include signs placed on items for sale.~~

LOT: A parcel of land legally defined on a subdivision map recorded with the City Assessor's Office, Portage County Land Description Office, or a parcel of land defined by a legal record of survey map.

MAINTENANCE: ~~For the purposes of this Ordinance, T~~he cleaning, painting, repair or replacement of defective parts of a sign in a manner that does not alter the basic copy, design or structure of the sign. Please refer to Sections 25.10 and 25.12 of this Ordinance for the maintenance of conforming and non-conforming signs.

MARQUEE SIGN: A ~~permanent~~ roof-like structure or canopy ~~of rigid materials,~~ supported by and extending from the facade of a building that contains a signboard or copy.

MINOR SIGN: A sign that is not permanently affixed to the ground or a structure, that is not illuminated, and is designed to easily be moved through physical means. Minor signs include, but are not limited to, banners, posters, window signs and yard signs.

MOVING/WINDBLOWN SIGN: A sign that is in motion by natural or artificial means, including but not limited to inflatable characters, balloons or feather flags.

MULTI-FACED SIGN: A sign with two or more faces.

NAMEPLATE: ~~A nonelectric on-premise sign giving only the name and/or address of an occupant.~~

NONCONFORMING SIGN: A sign which was erected legally, but which does not comply with subsequently enacted sign restrictions and regulations.

~~OFF PREMISE SIGN: A sign structure advertising an establishment, merchandise, service or entertainment which is not sold, produced, manufactured or furnished at the property on which the said sign is located. The sign shall not exceed the lesser of 100 square feet in size, or the maximum amount of available allowable signage for the property in which the sign is installed. The sign shall be within ¼ mile (1,320 feet) of the establishment, merchandise, service, or entertainment for which they are advertising.~~

ON PREMISE SIGN: A sign which pertains solely to the use(s) of the premises on which the sign is located.

OWNER: For the purposes of this Ordinance, the owner of the sign is presumed to be the person recorded as the owner of the sign on official records (such as the sign permit) unless facts to the contrary are officially recorded or otherwise brought to the attention of the Zoning Administrator, e.g., a sign leased from a sign company. In the absence of a sign permit, the owner of the sign is presumed to be the owner or lessee of the parcel or premises upon which the sign is located.

PARAPET: The extension of a false front or wall above a roof line.

~~POLITICAL SIGN: For the purposes of this Ordinance, a temporary sign used in connection with a local, state or national election or referendum, or to represent a political or philosophical position.~~

PORTABLE SIGN: A sign mounted on a frame or chassis, designed to be easily relocated, and not meant to be permanently affixed to buildings, poles or the ground.

PROJECTING SIGN: A sign, normally double faced, other than a flat wall sign, which is attached to and projects more than 18 inches from a building facade. A projecting sign is not a canopy sign.

~~REAL ESTATE/FOR SALE OR LEASE SIGN: A temporary sign advertising the real estate upon which the sign is located as being for rent, lease or sale.~~

~~ROOF SIGN: Any sign erected or constructed wholly upon and over the roof of any building and supported solely on the roof structure over the soffit or eave line of a building.~~

ROTATING SIGN: A sign in which the sign itself or any portion of the sign moves in a revolving or similar manner. Such motion does not refer to methods of changing copy.

SHOPPING CENTER: Refers to a concentration of retail stores and/or service establishments that are located within one or more structures under the ownership and management of one or more businesses, developers or corporations, and usually located on one parcel.

SIDEWALK SIGN: A temporary sign placed on the sidewalk during regular business hours.

~~SIGN: Any object, device, display, structure, or part thereof, situated outdoors, which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, designs, symbols, fixtures, colors, illumination or projected images. Signs do not include: the flag or emblem of any nation, organization of nations, state, city, religious, fraternal or civic organization; merchandise, pictures, or models of products or services incorporated in a window display; or works of art which in no way identify a product. A name, identification, description, display or illustration, which is affixed to, painted or represented directly or indirectly upon a building, or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business. Signs located completely within an enclosed building, and not exposed to view from a street, must not be considered a sign. Each display surface of a sign or sign face must be a sign.~~

SIGN, AREA OF: Freestanding sign area consists of the entire surface area of the sign on which copy could be placed. The supporting structure or bracing of a sign shall not be counted as a part of the sign face unless such structure or bracing is made a part of the sign's message. Where a sign has two display faces back to back, the area of only one face shall be considered the sign face area. Where a sign has more than one display face, the maximum area that can be viewed simultaneously from any point shall be considered the sign face area.

In the case of a freestanding or wall sign whose message is applied to a background which provides no border or frame, sign area shall be the area of the smallest rectangle which can encompass all words, letters, figures, emblems, and other elements of the sign message.

In the case of wall signs whose message is fabricated together with the background which borders or frames that message, sign face area shall be the total area of the entire background.

SNIPESIGN: A ~~temporary~~ sign or poster affixed to a tree, fence, utility pole, etc.

STREET FRONTAGE: The length of the property line of any one premise along a public right-of-way. The longer of the street frontages may be used to determine allowable freestanding signage on corner lots.

~~SUBDIVISION IDENTIFICATION SIGN: A sign identifying a recognized subdivision, condominium complex or residential development. Subdivision signs which are temporary in nature (advertise lots for sale) may be displayed for a period not to exceed two years. Annual extensions may be granted for temporary subdivision signs upon approval by Community Development Department staff.~~

TEMPORARY SIGN: A sign or advertising display that is used only temporarily, for a period not to exceed 28 calendar days in any six-month period, and is not permanently mounted. These signs are typically used for the purpose of informing the public of a sale, special commercial

~~event or a business opening. In determining whether a sign is temporary or permanent, the durability and weather resistance of the materials used may be relevant factor. Rummage/garage-sale signs and retailers' signs temporarily displayed for the purpose of informing the public of a special event, grand opening, sale or special offer are considered temporary signs. If a sign display area is permanent but the message displayed is subject to periodic changes changes in sign faces occur, that sign shall not be considered temporary. A portable sign shall not be considered a temporary sign.~~

VEHICLE SIGN: A sign that is affixed to or incorporated into a vehicle or trailer, except for signs not exceeding eight square feet in size or for signs typically affixed to a vehicle's bumper.

VISION OBSTRUCTION: Refers to the placement of any sign that would ~~prevent a full view of both pedestrian and vehicular traffic~~interfere with the vision of pedestrian, vehicular, or other traffic upon the public streets and sidewalks. Sign placement will be reviewed so as not to create a vision obstruction adjacent to street intersections, rights-of-way, alleys, sidewalks and/or adjacent access points (public or private driveways). Such an area is established by marking a point at which the two curb lines intersect, measuring back 20 feet on each street front, and drawing a line across the two back points to form a triangular area. No sign in excess of 3 feet above curb grade nor support pole larger than 12 inches in diameter may be installed in this area. Freestanding signs must have at least 10 feet of clearance between the bottom of the sign and the grade at the right-of-way line.

WALL SIGN: A sign attached or mounted to a building facade or other vertical building surface that does not project more than 18 inches from the building surface. A roof sign shall not be considered a wall sign.

WINDOW SIGN: A sign installed inside a window and intended to be viewed from the outside.

YARD SIGN: A minor sign that is affixed to a structure or supported by the ground without the assistance of any other structure or object.

25.04 -REGULATION OF SIGNS

(1) GENERAL SIGN REGULATIONS

~~A. OFF-PREMISE SIGNS~~

~~Off-premise signs are not regulated by this Ordinance. Please see Section 23.02 of the City of Stevens Point Zoning Ordinance for off-premise sign regulations.~~

AB. WALL SIGN LIMITATIONS

Wall signs shall not project higher than the building soffit or eave height and shall not

extend beyond the edge of any wall or other surface to which they are mounted (this does not refer to projecting signs).

BC. LOCATION REQUIREMENTS

All signs, banners, flags, ~~hangings~~, canopies and other displays shall not be located or overhang any right-of-way, including alleys and sidewalks, ~~except for government signs, subdivision identification signs, garage and rummage sale signs and those signs allowed in Section 4.8 E.~~ All signs, with the exception of minor signs, shall be set back a minimum of 5 feet from the right-of-way in all Zoning Districts except the "B-3" Central Business District.

CD. VISION OBSTRUCTIONS

All signs, banners, flags, ~~hangings~~, canopies and other displays shall not create any vision obstructions onto a public right-of-way, alley, sidewalk, adjacent drive or private drive entering onto a street or alley.

DE. LANDSCAPING REQUIREMENTS

All freestanding signs within the "B-5" Highway Commercial Zoning District shall be set in a landscaped base of appropriate size to provide shrubs and base plantings that will enhance and compliment the sign. Said landscaping shall conform to regulations administered in the City's Zoning Ordinance.

~~—F. CONSTRUCTION SIGNS~~

~~Construction signs shall only be displayed from the start of construction of a building until such building is occupied.~~

~~—G. SUBDIVISION IDENTIFICATION SIGNS~~

~~Subdivision Identification signs which are temporary in nature may be displayed for a period not to exceed two years. Annual extensions may be granted for temporary subdivision signs upon approval by the Community Development Department staff.~~

EH. LIGHTING

Unless otherwise specified by this Ordinance, all signs may be illuminated. Underground wiring is required on all signs which utilize electricity. In no instance shall an exterior lighting fixture be oriented so that the lighting element (or a transparent shield) is visible from the ~~ROW~~ street right-of-way or from adjacent residential zoning districts. Signs regulated by this Ordinance may not utilize any revolving beacon lights.

FI. CHANGEABLE COPY

Unless otherwise specified by this Ordinance, any sign herein allowed may use manual or automatic changeable copy.

G. MINOR SIGNS

Minor signs, provided that they are not illuminated, are allowed within all zoning districts subject to the following restrictions:

1. Signs displayed on a property that is actively marketed for rent, lease or sale, subject to the following restrictions:
 - A. Signs may be up to 10 square feet in size in the R-LD, R-1, R-2, R-3 and R-4 Zoning Districts. In all remaining zoning districts, said signs may be up to 32 square feet in size.
2. Signs during active construction to residential, commercial and industrial buildings and sites, subject to the following restrictions:
 - A. For a new residential development consisting of three or more dwelling units and new non-residential development, one sign is permitted at a size not to exceed 32 square feet. No sign may be displayed for a duration exceeding two years unless a building permit is obtained.
 - B. For a new residential development consisting of one or two dwelling units, one sign is permitted at a size not to exceed four square feet. No sign may be displayed for a duration exceeding two years unless a building permit is obtained.
3. The cumulative size of yard signs on any lot may not exceed 12 square feet for residential uses. No single yard sign may exceed four square feet in size. No more than two yard signs are permitted per lot.
4. The cumulative size of yard signs on any lot may not exceed 24 square feet for non-residential uses. No more than four yard signs are permitted per lot.
5. The total area of all window signs on a lot may not cover more than 30 percent of the total window area for where the signs are placed. This shall not apply for lots zoned in the B-3 Zoning District.
- 1.—
6. Signs during the time period commencing thirty days prior to any public election for any local, state or federal office that represents Stevens Point, or involves any referendum issue on the ballot of an election within Stevens Point, and ending fourteen days after said election or referendum vote, may have a maximum of six yard signs per lot with a cumulative sign area not exceeding 36 square feet. No individual yard sign may exceed six square feet in size.

~~J. REAL ESTATE/FOR SALE OR LEASE SIGNS~~

~~Real estate/for sale or lease signs may be up to 10 square feet in area in the R-LD, R-1, R-2, R-3 and R-4 Zoning Districts. Real estate/for sale or lease signs may be up to 32 square feet in area in all remaining zoning districts.~~

(2) PROHIBITED SIGNS

The following types of signs are prohibited in all zoning districts:

- A. Abandoned signs
- B. Flashing signs
- C. ~~Portable signs~~ Moving/windblown signs
- D. Roof signs
- ~~E. Rotating signs~~
- ~~E~~F. Searchlights ~~(except as allowed in Section 25.04(7)H.2.~~
- ~~F~~G. Snipe signs
- ~~H. Inflatable signs (except as allowed in Section 25.04(7)H.~~
- ~~G~~I. ~~Signs imitating or resembling official traffic or government signs or signals~~ Government signs which were not installed by a local, state or federal government
- ~~H~~J. ~~Signs placed on vehicles or trailers which are permanently parked or located for the primary purpose of displaying said sign.~~ Vehicle signs

(3) PERMITTED SIGNS

The following types of signs are permitted in all zoning districts:

- A. ~~Flags: One flag per government, political subdivision, business and corporation.~~
- B. Government signs
- C. ~~Holiday decorations or non-commercial special events signs~~ Temporary, seasonal decorations
- D. ~~Nameplates~~ Address signs
- E. Public signs or notices, or any sign relating to an emergency
- ~~F. Political signs (Note: Political signs used for elections or referenda may only be displayed from the first day for circulation of nomination papers for candidates, or a question submitted to electorate, and ending one week after the election or referendum is held.)~~

(4) SIGN REGULATIONS FOR THE "C" CONSERVANCY ZONING DISTRICT

Within the Conservancy Zoning District, one non-illuminated freestanding sign may be displayed per parcel. Such sign shall be limited to 32 square feet in area. The maximum height allowed for such sign is 5 feet above ground level.

(5) SIGN REGULATIONS FOR THE "R-LD", "R-1", "R-2" AND "R-3" -RESIDENTIAL ZONING DISTRICTS

A. TOTAL NUMBER OF FREESTANDING SIGNS ALLOWED

Residential Uses: Either one non-illuminated freestanding or one non-illuminated wall sign may be displayed per parcel in the "R-LD" through "R-3" Residential Zoning Districts.

B. HEIGHT LIMITATIONS

Freestanding signs shall be limited to five feet in height.

C. AREA REQUIREMENTS

1. Wall signs shall not exceed two square feet in sign area.
2. Freestanding signs shall not exceed two square feet in sign area, ~~except for construction signs, which shall not exceed 32 square feet.~~

~~D. SUBDIVISION IDENTIFICATION SIGN REQUIREMENTS~~

~~Subdivision identification signs may be placed within the ROW, subject to approval by Community Development Department staff. No sign shall project into an adjacent property. Signs shall not create vision obstructions.~~

E. REQUIREMENTS FOR NON-RESIDENTIAL IDENTIFICATION SIGNS

1. One freestanding ~~identification sign~~ and one wall sign, not to exceed 20 square feet in area, is allowed for ~~churches, schools, hospitals, sanitariums, clubs, libraries or similar public and institutional uses~~ non-residential uses and one freestanding identification sign not to exceed 60 square feet in area is allowed for national and state armed services and national guard purposes. ~~Such sign shall be for the purpose of displaying the name of the institution and its activities or services.~~ Such sign may be illuminated, but not flashing
2. ~~In addition, one wall identification sign is allowed and shall not exceed 20 square feet in area. In cases where the wall sign is located on a high school and is to be located more than 100 feet from the right of way, the Common Council may allow a wall identification sign larger than 20 square feet after consideration is given to the amount of traffic generated, the legibility requirement, the proportions of the sign and the building, and the impact to the neighboring properties. Such sign may be illuminated, but not flashing.~~

~~F. GARAGE AND RUMMAGE SALE SIGNS~~

~~Garage and rummage sale signs are permitted. Garage and rummage sale signs cannot be placed on government owned property (such as parks). Garage and rummage sale signs may be placed in the right-of-way, except in road center medians. Garage and rummage sale signs must be removed one day after the sale is over.~~

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

A. TOTAL NUMBER OF SIGNS ALLOWED:

Residential Uses:

Either one non-illuminated free-standing or one non-illuminated wall sign may be displayed per parcel in the "R-4" and "R-5" Residential Zoning Districts.

~~Office, Commercial and~~ Non-Residential Uses:

One free-standing sign is permitted on each street frontage per lot of record, as long as a minimum separation distance of 200 feet (measured along the frontage) is maintained between such signs. A freestanding sign may be a ground or pole sign and may be illuminated.

B. HEIGHT LIMITATIONS

Freestanding signs shall be limited to eight feet in height.

C. AREA REQUIREMENTS

1. Wall signs shall not exceed 32 square feet in sign area.
2. Freestanding signs shall not exceed 32 square feet in area.

~~D. SUBDIVISION IDENTIFICATION SIGN REQUIREMENTS~~

~~Subdivision identification signs shall not exceed 32 square feet in area. Subdivision identification signs for multiple family dwelling units shall be allowed 2 square feet of sign area per dwelling unit and shall not exceed 32 square feet in area. Subdivision identification signs may be placed within the ROW, subject to approval by Community Development Department staff. Such sign shall not project into an adjacent property nor create vision obstructions.~~

E. REQUIREMENTS FOR NON-RESIDENTIAL IDENTIFICATION SIGNS

1. One free-standing ~~identification sign~~ and one wall sign, not to exceed 32 square feet in area, is allowed for ~~churches, schools, hospitals, sanitariums, clubs, libraries or similar public and institutional uses~~ non-residential uses. ~~Such sign shall be for the purpose of displaying the name of the institution and its activities or services.~~ Such sign may be illuminated, but not flashing.

- ~~2. In addition, one wall identification sign is allowed and shall not exceed 32 square feet in area. Such sign may be illuminated, but not flashing.~~

(7) SIGN REGULATIONS FOR THE "B-1", "B-2", "B-4" AND "B-5" -COMMERCIAL AND "M-1" AND "M-2" INDUSTRIAL ZONING DISTRICTS

~~—(Does not include the Central Business District, which has its own sign regulations listed under Section 4.8.)~~

A. TOTAL NUMBER OF FREESTANDING SIGNS ALLOWED

One freestanding or ground sign is permitted on each street frontage per lot of record, as long as a minimum separation distance of 200 feet (measured along the frontage) is maintained between such signs. A freestanding sign may be a ground or pole sign.

B. HEIGHT LIMITATIONS

Freestanding signs shall be limited to twenty (20) feet in height.

C. PROJECTING SIGN REQUIREMENTS

Projecting signs are allowed when the sign is to be attached to a building that has a setback of 10 feet or less from the street right-of-way. Such projecting signs shall not overhang the right-of-way.

D. AREA REQUIREMENTS FOR FREESTANDING SIGNS

The table below shall be used to determine the maximum square footage allowed per freestanding sign.

ZONING DISTRICT	STREET FRONTAGE	MAXIMUM SQUARE FOOTAGE ALLOWED*
B-1	N.A.	50 square feet
B-2	N.A.	100 square feet
B-4, B-5, M-1, M-2	0 - 200 feet	100 square feet

B-4, B-5, M-1, M-2	201 feet or greater	150 square feet
B-4, B-5	>300 feet (1 street) or >500 feet combined corner lot	- 2 free standing signs not greater than 16' in height each sign 100 sq. ft.

***Bonus For Ground Signs:** When a ground sign is used, the allowable square footage of the ground sign may be increased by 25 square feet, or, the allowable square footage of wall signage may be increased by 50 square feet.

E. AREA REQUIREMENTS FOR WALL SIGNS

Wall signs shall not exceed 1 square foot or sign area per lineal foot of street frontage. The maximum area of wall signage allowed is 500 square feet.

~~F. CONSTRUCTION SIGN REQUIREMENTS~~

~~Construction signs shall not exceed 32 square feet in area.~~

G. SHOPPING CENTER REQUIREMENTS

1. In a Shopping Center, ~~one~~ freestanding multiple tenant sign may be erected on each street frontage, as long as a minimum separation distance of 200 feet (measured along the frontage) is maintained between such signs. Multiple tenant signs shall not exceed 150 square feet in sign area.
2. Only one wall sign, not to exceed 100 square feet, is allowed per tenant in a Shopping Center. One additional wall sign, not to exceed 100 square feet, is allowed for a tenant located on the end of the building only if the tenant has one sign per building front, ~~the tenant advertised occupies the end or corner space,~~ and ~~only~~ if the tenant has a public entrance on that end of the building. ~~A tenant's request for more wall signs than allowed above or for a wall sign that is larger than 100 square feet shall require Plan Commission approval.~~
3. ~~A Shopping Center may display one wall sign that is an identification sign, in addition to the allowed wall signage, provided the square footage of such sign does not exceed 100 square feet.~~

~~H. SPECIAL PROVISIONS FOR TEMPORARY SIGNS~~

1. ~~Only two temporary signs may be displayed on a property at any one time, except as provided in Sections 4(7)(h)2 and 4(7)(h)3 below. Festoons, inflatable signs and portable signs are not allowed as temporary signs in this instance.~~

~~2. When a new commercial establishment opens for business, temporary signs displayed for the purpose of informing the public that this new business is open may erect temporary signage, not to exceed 45 days. Such temporary signage may only be displayed on a parcel where a new business has opened. Banners, festoons and inflatable signs and searchlights are allowed in this instance.~~

~~3. Retailers' signs temporarily displayed for the purpose of informing the public of a grand opening or special commercial event may be erected four times a year, not to exceed 15 days per event and shall be removed following the event. In addition, the grand opening or special commercial event signage must directly involve an event that is to take place on the parcel on which the temporary signage is to be located. Banners, festoons and inflatable signs are allowed in this instance.~~

~~—I. SETBACK REQUIREMENTS.—~~

~~All signs shall be set back a minimum of 5 feet from the right-of-way.~~

~~—J. WINDOW SIGNS.—~~

~~Window signs are permitted.—————~~

~~—K. IDENTITY SIGN.—~~

~~A property owner(s) may request the Common Council approve an identity sign. An identity sign is intended to create an image for an area larger than just one development. The Plan Commission shall consider the request and make a recommendation to the Common Council. The Commission shall consider at least the following criteria in making their recommendation:~~

~~1. Size of development: the minimum site size shall be 75 acres.~~

~~2. The site may be comprised of multiple tenants with separate property owners.~~

~~3. The site shall be zoned Highway Commercial.~~

~~4. Identity: The sign may include the anchor tenant(s) but must also include an identity for the larger area. The intent is to identify an area, not be solely an off-premise sign for one business.~~

~~5. Height: to be determined by the Plan Commission based on context of site.~~

~~6. Size: to be determined by the Plan Commission based on context of site.~~

(8) SIGN REGULATIONS FOR THE "B-3" CENTRAL BUSINESS ZONING -DISTRICT

A. PERMITTED SIGNS

The following signs are permitted in the "B-3" Central Business Zoning District:

- ~~1. Primary sign (the most prominent sign on a facade and/or property)~~
- ~~2. Secondary sign (any sign on a facade and/or property, other than the primary sign. Sign size shall be limited to 50% of the total allowed sign area.)~~
- ~~3.1. Wall signs~~
- ~~4.2. Projecting signs~~
- ~~5.3. Freestanding signs (only allowed for businesses that are accessible by automobile and provide on-site parking, directly accessible to the business advertised)~~
- ~~6.4. Canopy signs~~
- ~~7. Identification signs~~
- ~~8.5. Marquee signs~~
- ~~9.6. Manual Changeable copy signs~~
- ~~10.7. Sidewalk signs~~
- ~~11.8. Temporary signs~~
- ~~12.9. Window signs~~

B. PROHIBITED SIGNS

Off-premise signs are prohibited in the "B-3" Central Business Zoning District.

~~C. SIGN AND GRAPHIC REQUIREMENTS~~

~~One externally mounted primary sign per ground floor tenant or storefront entrance shall be allowed. All other signs shall be considered secondary signs. All primary and/or secondary signs shall be located within the signable area as described in Appendix A. Advertisement of brand names (superfluous information) shall be limited to 25 percent of the total allowed area of the sign and must be incorporated into the overall sign design. Window and awning signs for second story tenants shall be considered separately.~~

D. REQUIREMENTS FOR WALL SIGNS

Wall signs shall meet the following requirements:

1. Wall signs shall be located in the "signable" wall area of a facade. The "signable" area is defined as the continuous portion of a building facade, unbroken by doors or windows, below the sill line of the second story and above the storefront transoms-
~~(see Appendix A).~~

2. Signable areas shall not exceed 10 percent of the total facade area ~~(height by width)~~.
3. ~~Graphics-Wall signs~~ within the signable area shall be limited to 40 percent of the total signable area, where that facade faces commercial land uses and 30 percent of the total signable area where the facade faces residential land uses.
4. The signable area may be divided to accommodate additional businesses in buildings that contain two or more businesses. All signage should be coordinated in terms of color and materials.
5. ~~Identification-Address~~ signs ~~(business directories)~~ for upper story tenants shall not exceed 8 square feet in total area. ~~Exceptions may be made based on overall design concept.~~
6. ~~Signs and graphics shall not physically harm the architectural character of the building they are attached to.~~ The installation of wall signs shall align with Design Guidelines set forth by the Stevens Point Historic Preservation / Design Review Commission.
7. The Zoning Administrator shall have the authority to approve signs outside of the signable area where architectural features or other building details remain visible. The Zoning Administrator cannot permit a second sign on a building where a tenant already has a sign within the signable area or a sign outside of the signable area in lieu of a sign within the signable area.

E. REQUIREMENTS FOR PROJECTING SIGNS (EXCEPT THEATER MARQUEES)

Projecting signs shall meet the following requirements:

1. Projecting signs shall not exceed 16 square feet in sign area. When located adjacent to residential areas, projecting signs shall not exceed 8 square feet in sign area.
2. Projecting signs must maintain a minimum clearance between the bottom of the sign and the finished grade of 8.5 feet.
3. Projecting signs may extend to a point not more than 2 feet in from the face of the curb, or 5 feet from the building, whichever is less.
4. Projecting signs shall maintain a 90° angle from building wall unless located at a street corner.
5. No part of a projecting sign shall extend above a second story window sill line.

F. REQUIREMENTS FOR FREESTANDING SIGNS

Freestanding signs shall meet the following requirements:

1. Freestanding signs shall be limited to 20 feet in height, or 12 feet in height when adjacent to residential areas.
2. Freestanding signs shall not exceed 32 square feet in sign area, or 16 square feet in sign area when adjacent to, or across the street from, residential zones.
3. The sign base shall be equal in size to the total square footage of the sign face, but must be at least 4 square feet in area. The sign base shall include plant materials and/or other permanent construction materials such as brick, stone, timbers, etc.

G. REQUIREMENTS FOR CANOPIES

Canopies shall meet the following requirements:

1. ~~The maximum graphic coverage of canopies~~Canopy signs may not exceed the area allowed for wall signs in the "B-3" District(Section 4.8-D), or 25 percent of the total canopy area, whichever is less.
2. ~~Graphics-Canopy signs~~displayed on ~~canopy~~ end panels shall not exceed 16 square feet, or 8 square feet when adjacent to residential areas. End panel ~~graphics-canopy signs~~ shall not extend further than 5 feet from the face of the building.
3. ~~The use of logos is encouraged and shall be reviewed on a case-by-case basis.~~
- 4.3. Only the signable area of canopies may be internally illuminated. ~~The, the~~ remainder of the canopy shall be opaque. Lighting shall comply with the regulations of Section 4(8)M.
5. ~~Awnings with triangular (straight) cross-sections are historically appropriate and recommended. Semi-circular (barrel type) cross-sections shall be considered on a case-by-case basis.~~
- 6.4. Canopies must maintain a minimum clearance between the bottom of the canopy and the finished grade of 8.5 feet.
- 7.5. Canopies shall project a minimum of 3.5 feet to provide pedestrians protection from the elements.
- 8.6. Canopies may extend to a point not more than 2 feet in from the face of the curb, or 7

feet from the building, whichever is less.

~~9.7.~~ Canopies must be constructed of ~~fire-resistant~~fire-resistant materials.

~~10.8.~~ Vertical supports are not allowed in the public right-of-way.

H. REQUIREMENTS FOR MARQUEES

Marquees shall be reviewed on a case-by-case basis, subject to Plan Commission and Common Council approval.

I. REQUIREMENTS FOR WINDOW ~~GRAPHICS~~SIGNS

~~Window graphics are subject to the following requirements __:~~

Window ~~graphics-signs~~ shall not exceed 25 percent of the total window area.

~~1. Window graphics must not become unsightly or illegible. Chipped or peeling areas must be removed, repaired or replaced.~~

J. REQUIREMENTS FOR SIDEWALK SIGNS

Sidewalk signs are subject to the following requirements:

~~1. One sidewalk sign is allowed per business location.~~

~~2.1.~~ Sidewalk signs may not exceed 6 square feet in area, may not take up more than one-quarter of the width of any sidewalk area and must be made of weatherproof materials.

~~3.2.~~ Sidewalk signs may ~~only be in place during normal working hours of the business it is advertising and must be removed when the business closes.~~not be utilized between the hours of 11:00pm and 7:00am.

~~4. Sidewalk signs that become faded, stained, or otherwise unsightly shall be removed.~~

~~5. Sidewalk signs are exempt from base planting requirements.~~

~~6.3.~~ Sidewalk signs may not be lighted or electrified.

K. REQUIREMENTS FOR ACCESSORY SIGNS

~~1. The sign area of readerboards shall be counted toward the total allowable sign area and shall not exceed 25 percent of the total sign area allowed.~~

~~2. Readerboard letters shall be limited to 6 inches in height.~~

~~3.1. Identification Address signs (directories) shall not exceed 8 square feet in area and shall count toward the total allowable sign area.~~

~~L. REQUIREMENTS FOR TEMPORARY SIGNS AND GRAPHICS~~

~~Temporary signs and graphics are subject to the following requirements:~~

- ~~1. Temporary signs and graphics are subject to the design standards of permanent signs, except where noted.~~
- ~~2. Temporary signs and graphics may only be in place during the time period of the condition or event it is advertising or a 3-week period, whichever is less.~~
- ~~3. Temporary signs and graphics that become faded, stained, or otherwise unsightly shall be removed or replaced, if the condition or event it is advertising has not ended or passed.~~
- ~~4. Temporary signs and graphics must be made of weatherproof materials.~~
- ~~5. Temporary signs and graphics are exempt from base planting requirements.~~
- ~~6. Temporary signs and graphics may not be lighted or electrified.~~
- ~~7. One temporary sign is allowed per business location.~~
- ~~8. Temporary signs shall not be permitted above the first story of a facade.~~

M. LIGHTING REQUIREMENTS

Signs utilizing lighting shall adhere to the following requirements:

1. Light sources shall not be visible from the street.
2. Light sources shall be shielded to eliminate glare.
3. Mounting hardware should be either painted or anodized with a finish, in character with the building.

(9) SIGN REGULATIONS FOR THE "PD" PLANNED DEVELOPMENT AND "U-1" UNIVERSITY FACILITIES ZONING DISTRICTS

All signs in the "PD" and "U-1" Zoning Districts shall be reviewed as part of the total development proposal brought before the Plan Commission and Common Council. Sign proposals shall be reviewed for conformity with Section 4 of this Ordinance. All signs must be erected as approved in regard to gross area, height, location, type, etc.

25.05 PERMITS REQUIRED

1. Unless otherwise provided by this Ordinance, all signs shall require a permit and payment of fees as described below. ~~No permit is required for the maintenance of a sign or for a change of copy on changeable copy signs.~~ No sign shall be erected, displayed, altered or enlarged until an application has been filed, and until a permit for such action has been issued. Permits shall be issued only if the Zoning Administrator determines the sign complies or will comply with all applicable provisions of this Ordinance. Application for a permit for the erection, alteration, or relocation of a sign shall be made to the Zoning Administrator upon a form provided by the City of Stevens Point and shall include the following information:
 - A. Name, address and phone number of the owner of the sign.
 - B. Street address or location of the property on which the sign is to be located, along with the name, address and phone number of the property owner.
 - C. The type of sign or sign structure as defined in this ordinance.
 - D. A site plan showing the proposed location of the sign along with the locations and square footage areas of all existing or proposed signs on the same premises. Nearby signs located on adjacent property shall also be shown on the site plan.
 - E. Clear and legible specifications and scale drawings showing the materials, design, dimensions, structural supports, and electrical components of the proposed sign.
 - F. Certificate of insurance as per Section 5(9).
 - G. Such other information as the Zoning Administrator may require to show full compliance with this and all other applicable laws and ordinances of the City of Stevens Point.
 - H. Signature of the applicant.

2. All applications for permits filed with the Zoning Administrator shall be accompanied by a payment ~~of the initial permit fee for each sign according to the following schedule: \$4-~~
~~per \$1,000 valuation of the sign, \$10 minimum, subject the most up-to-date fee schedule~~
as approved by the Stevens Point Common Council.

25.06 SIGNS NOT REQUIRING PERMITS

The following types of signs are exempt from permit requirements, but must be in conformance with all other requirements of this Ordinance:

1. The changing of copy on a changeable copy sign
2. The painting, cleaning and general maintenance of a sign and sign structure.
3. Flags
4. Address signs
5. Government signs
6. Window signs
7. Minor signs

- ~~1. Constructions signs—~~
- ~~2. Directional/Informational signs~~
- ~~3. Holiday decorations or non-commercial special events~~
- ~~4. Incidental signs~~
- ~~5. Nameplates~~
- ~~6. Public signs or notices, or any sign relating to an emergency~~
- ~~7. Political signs~~
- ~~8. Real estate signs~~
- ~~9. Temporary signs that are used for business openings, grand openings or special~~
~~commercial events~~
- ~~10. Window signs~~

25.07 PERMIT PROCEDURES FOR TEMPORARY SIGNS

A temporary sign permit, no fee required, shall be obtained prior to the erection or construction of temporary signage ~~used for business openings, grand openings or special commercial events.~~
The applicant shall submit information as to the type, size height and location of all proposed temporary signage. Each ~~event~~ six-month duration shall require a separate temporary sign permit.

25.08 INDEMNIFICATION

All persons involved in the maintenance, installation, alteration, or relocation of any sign shall agree to hold harmless and indemnify the City of Stevens Point, its officers, agents, and employees against any and all claims of negligence resulting from such work insofar as this Ordinance has not specifically directed the placement of a sign.

25.09 INSURANCE

Every sign contractor shall maintain all required insurance and shall file with the City a satisfactory certificate of insurance to indemnify the City against any form of liability to a minimum of \$300,000 (per occurrence and aggregate with regard to bodily injury and property damage).

25.10 REMOVAL AND DISPOSITION OF SIGNS

(1) MAINTENANCE AND REPAIR OF SIGNS

Every sign, including those signs for which permits are required, shall be maintained in a safe, presentable and good structural condition at all times, including replacement of defective parts, painting, repainting, cleaning, replacement of defective parts and other acts required for maintenance of said sign. The Zoning Administrator shall require compliance with all standards of this Ordinance and shall have the right to order the repair or removal of any sign which is defective, damaged, or substantially deteriorated.

(2) ABANDONED SIGNS

All abandoned signs shall be removed within ~~six~~6 months by the owner or lessee of the premises upon which an on-premise sign is located when the business it advertises is no longer conducted. If the owner or lessee fails to remove the sign(s), the Zoning Administrator shall give the owner or lessee 30 days written notice to remove said sign(s). Upon failure to comply with this notice, the City of Stevens Point may cause removal to be executed, the expenses of which will be assessed to the tax roll of the property on which the abandoned sign is located.

(3) DETERIORATED OR DILAPIDATED SIGNS

The Zoning Administrator shall cause to be removed any deteriorated or dilapidated signs under the provisions of Wisconsin Statute 66.05.

(4) PUBLIC SAFETY

The Zoning Administrator may declare any sign unlawful if it endangers public safety by reasons

of inadequate maintenance, dilapidation or abandonment. Any such declaration shall be in writing and shall state the reasons of the Zoning Administrator as to why any sign owned, kept displayed or maintained by any person within the City is in violation of this Ordinance.

25.11 CODE ADMINISTRATOR

It shall be the duty of the City of Stevens Point Zoning Administrator or designated agent to enforce provisions of this Ordinance.

25.12 NONCONFORMING SIGNS

(1) SIGNS ELIGIBLE FOR CHARACTERIZATION AS LEGAL- NONCONFORMING SIGNS

Any sign located within the City of Stevens Point ~~Corporate Limits~~ as of the date of adoption of this Ordinance, or located within an area annexed to the City of Stevens Point hereafter, which does not conform with the provisions of this Ordinance is eligible for characterization as a legal nonconforming sign and is permitted, providing it also meets the following requirements:

- A. The sign is covered by a proper sign permit prior to the date of adoption of this Ordinance.
- B. If no permit was required under applicable law for the sign in question and the sign was, in all respects, in compliance with applicable law on the date of adoption of the Ordinance.
- C. The sign is not a portable sign.

(2) LOSS OF LEGAL NONCONFORMING STATUS

A sign loses its legal nonconforming status if one or more of the following occur:

- A. The nonconforming sign is relocated.
- B. The sign is structurally altered in any way which makes or tends to make the sign less compliant with the requirements of this Ordinance than it was before alteration, except for normal maintenance or repair.
- C. The sign is damaged to such an extent that the cost to repair or reconstruct said sign exceeds fifty percent (50%) of the value of the sign.
- D. The sign (except for copy of a changeable copy sign) is replaced and such replacement

results in an improvement of more than 50% of the actual value of the sign at the date of the commencement of the improvement. For purposes of this Section, replacement shall mean the alteration, addition or improvement to a sign, its structure and/or bracing, but shall not include the value of any building or other permanent improvement to which the sign may be attached.

E. The sign fails to conform to the Ordinance regarding maintenance and repair, abandonment or dangerous or defective signs.

~~F. On the date of occurrence of any of the above, the sign shall be brought into compliance with this Ordinance and a new permit secured within 60 days, or it shall be removed.~~

~~G. Portable signs shall lose their legal nonconforming status five years after the Sign Ordinance is adopted by the City of Stevens Point Common Council. All portable signs shall be removed no later than December 31, 2000.~~

~~H.F.~~ Temporary signs and minor signs shall lose their legal nonconforming status 30 days after the Sign Ordinance is adopted by the City of Stevens Point Common Council. All nonconforming temporary signs shall be removed no later than 60 days after adoption of the Sign Ordinance by the Common Council.

~~I. A sign whose sole nonconformity involves setback from the right-of-way shall be considered a legal conforming sign and shall not be identified as a legal nonconforming sign, however such sign may not overhang the right-of-way nor create a vision obstruction.~~

~~J.G.~~ No existing freestanding sign shall be required to be moved, if moving said sign would result in the loss of parking spaces required by the City's Zoning Ordinance.

(3) LEGAL NONCONFORMING SIGN MAINTENANCE AND REPAIR

Nothing in this Ordinance shall relieve the owner or user of a legal nonconforming sign or the owner of the property on which the sign is located from the provisions of this Ordinance regarding safety, maintenance and repair of signs, provided however, that any repainting, clearing and other normal maintenance or repair of the sign or sign structure shall not modify the sign structure in any way which makes it lose its legal nonconforming status as outlined in Section 12(2).

(4) INVENTORY OF LEGAL NONCONFORMING SIGNS

In January of each third year after adoption of this Ordinance, the Community Development Department shall prepare a list of legal nonconforming signs for review by the Plan Commission.

25.13 VIOLATIONS AND PENALTIES

It shall be unlawful to construct or use any land, engage in any development activity or construct or use any structure or land in violation of any of the provisions of the Sign Ordinance, or otherwise neglect, refuse or fail to comply with any of the Sign Ordinance requirements. Any person who violates or fails to comply with any of the provisions of this Ordinance shall, upon conviction thereof, be subject to the penalties set forth in the City of Stevens Point Zoning Ordinance and, in addition, shall pay all costs and expenses, including actual reasonable attorney and other fees involved in the case. Each day a violation exists or continues shall constitute a separate offense. The penalties set forth in the City of Stevens Point Zoning Ordinance are adopted and incorporated herein by reference.

25.14 APPEALS

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

1. A literal application of the Ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.
2. The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.
3. Hardship caused the sign user under a literal interpretation of the Ordinance is due to conditions unique to that property and does not apply generally to the City.
4. The granting of the variance would not be contrary to the general objectives of this Ordinance.

In granting a variance, the Plan Commission may attach additional requirements necessary to carry out the spirit and purpose of this Ordinance in the public interest.

25.15 -SEVERABILITY

If any section, subsection, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is held invalid by the decision of any court of competent jurisdiction, the remainder of this Ordinance or the application of the provision to other persons or circumstances is in effect and shall remain in full force and effect.

Community Development Report, June 2022

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees	
Single Family	-	-	-	-	
Two-Family	1	3800/3802 Doolittle Dr	\$350,000.00	\$1,515.00	
Multi-Family	-	-	-	-	
Commercial/Industrial	1	Tommy's Car Wash (F/F Only) 117 Division St	\$0.00	\$300.00	
	1	Stevens Point Bantr Apartments (HVAC) 209 Division St	\$767,400.00	\$3,158.41	
	1	Great Northern Distilling (PLB) 1011 Second St	\$84,727.00	\$760.60	
Additions or Alterations	# of Permits	Declared Valuation		Fees	
Residential	134	\$848,335.41		\$8,562.39	
Commercial	41	\$5,574,297.00		\$49,368.11	
Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Valuation	YTD Fees
179	\$7,624,759.41	\$63,664.51	822	\$65,419,543.01	\$257,018.04

2021	705	\$20,457,751.46	\$122,143.63
2020	643	\$85,865,187.97	\$180,091.65
2019	658	\$56,077,248.20	\$240,135.58

* Values will be reflected on full permits.

Violation Report

New Code Cases		
Abandoned Vehicle on Property	4	
Bulk Waste at Curb	29	
Construction Work Without Permits	6	
Debris on Property	3	
Exterior Violations on House	0	
Heating equipment not installed properly	0	
Illegal Use of Occupancy	1	
Improper Signage	0	
Infestation	1	
Interior Housing Violations	1	
Public Works Violation	0	
Snow & Ice Removal - Sidewalk	0	
Tall Grass or Noxious Weeds	83	
Trash Containers Improperly Stored	0	
Trash/Litter	0	
Unsanitary/Unsafe Conditions	0	
Vacant Building/Home	0	
Vehicle Parked on Grass	4	
Vision Obstruction in Roadway or Intersection	0	
Zoning Violations	1	
Total Violations / Total Service Fees Billed		133 \$2,500
Voluntary Compliance Rate for Tagged/Verbal		8/20 40%

+ Referred to another department



MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: August 1, 2022

RE: **Monthly Director's Report**

Development Updates:

Great Northern Distilling: Project broke ground on June 17th. Underground plumbing is completed and the concrete floor is poured. Expect the steel frame to begin going up shortly.

Point Motel/Lokre Development: Underground plumbing is complete. 1st floor parking garage and commercial space is framed in and the elevator shaft is being completed. The 2nd floor is being framed in.

Northside Yard (1017 Third St): Both buildings are occupiable with the exception of the commercial units on the first floor. Those will remain unoccupiable until a development occurs in those units. The third building should begin work in August.

Doolittle Drive Duplex Development: One duplex remains on the north side of Doolittle Drive. Developer has not started the project on the south side of Doolittle Drive.

Igantowski Duplex Development (Georgia St N): Project has not started.

Convent Development: Interior demolition work is being complete, and some interior framing work has commenced. Union Street extension pre-construction is schedule so work can begin on the extension.

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

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

Stevens Point Hyundai Dealership: Project is complete.

GI Associates Clinic: Project has temporary occupancy.

Caribou Coffee Drive Thru: Exterior work is completed, interior work is commencing.

Tommy's Carwash: Site prep work has commenced.

Cousin's Subs: Site prep work has commenced.

Special Projects Updates:

Downtown Business Improvement District: Staff had been working on this project with the Downtown Business Alliance. Discussions are back in motion.

City Comprehensive Plan & Zoning Code Update: The Washington/Goerke neighborhood block party is scheduled for September 18th. Neighborhood surveys are open at <https://stevenspoint.com/602/Comprehensive-Plan>

Housing Taskforce: Taskforce has identified three main goals and will be presenting those in the fall for consideration.

Public Policy Updates:

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: Request for bids for demolition and asbestos abatement have been issued. Those are due July 29th and will be sent to finance for consideration.