



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:	November 7, 2022 6:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 814 8535 5281 Passcode: 481837
			<u>By Computer:</u>
			https://us02web.zoom.us/j/81485355281?pwd=dEdadGhKZzFqb3NKL1lvUW1
			<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 October 3, 2022 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Jim Anderson, representing Anderson Development Company LLC, for a final subdivision plat review of a proposed 39-lot subdivision on the property located at 5498 Golla Road (Parcel ID 020240826-13.05), and unaddressed parcel bounded by Golla Road and Regent Stret (Parcel ID 020240826-14.03) and the property located at 324 Brilowski Road (Parcel ID 020240826-13.02).
4. Public Hearing and action on a request from Wayne Bushman, representing Sunrise Pointe Ventures LLC, for a conditional use permit to construct multiple business incubator structures on the property located at 5001 Joerns Drive (Parcel ID 281230802200042), consistent with Ch. 23.01(13)(f).

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

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

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

5. Public Hearing and action on a request from the City of Stevens Point pertaining to the creation of a Downtown Business Improvement District and the 2023 Operating and Implementation Plan.
6. A request from Cory Presnick, representing CORTA Stevens Point, LLC, for a Site Plan Review to construct a building addition on the property located at 5601 U.S. Highway 10 East (Parcel ID 281240836230013), consistent with Ch. 23.02(2)(e)(5).
7. A request from the City of Stevens Point for the acceptance of dedicated land for right-of-way purposes - extension of Elizabeth Avenue approximately 237 feet to the south.
8. A request from Jackson and Mary Case to annex the property located at 3028 Stanley Street (Parcel ID 020240828-14.02) from the Town of Hull to the City of Stevens Point.
9. A request from the City of Stevens Point to annex the property located at 5950 U.S. Highway 10 East (Parcel ID 020240836-01.02), an unaddressed parcel bounded by U.S. Highway 10 East and Badger Avenue (Parcel ID 020240836-02.06), an unaddressed parcel off of Badger Avenue (Parcel ID 020240836-02.07) and two landlocked parcels directly north of the property located at 5950 U.S. Highway 10 East (Parcel ID 020240825-16.02 & 020240825-16.03), consistent with Wisconsin Statute 66.0223.
10. Discussion and possible action on the acquisition of property located at 5595 Regent Street (Parcel ID 020320111).
11. Discussion and possible action on the acquisition of a portion of the property located at 324 Brilowski Road (Parcel ID 020240826-13.02).
12. Discussion on the Comprehensive Plan update.
13. Director's Report.
A verbal report will be provided during the meeting.

Closing Section:

14. Adjourn

REPORT OF CITY PLAN COMMISSION

October 03, 2022 – 6:00 PM
In-Person & Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Planner Klesmith, Technician Mohr, Dean Shuda, 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 September 6, 2022 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Daniel and Danielle Haapala, representing Haapala Investments LLC, for a conditional use permit to renovate an existing commercial tenant space into a single-family residence on the property located at 2964 Church Street (Parcel ID 281230805101420), consistent with Ch. 23.02(1)(g)(16)(f).
4. August 2022 Monthly Report.
5. Director's Report. *A verbal report will be provided during the meeting.*

Closing Section:

6. Adjourn.
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Opening Section:

1. Roll call.

Present: Wiza, Kneebone, Cooper, Rice, Schuler

Excused: Arntsen

Absent: Ilten

Discussion and possible action on the following:

2. Report of the September 6, 2022 meeting of the City Plan Commission.

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

Motion carried 5-0.

Commissioner Ilten arrived at 6:02 PM.

3. Public Hearing and action on a request from Daniel and Danielle Haapala, representing Haapala Investments LLC, for a conditional use permit to renovate an existing commercial tenant space into a single-family residence on the property located at 2964 Church Street (Parcel ID 281230805101420), consistent with Ch. 23.02(1)(g)(16)(f).

Associate Planner/Zoning Administrator Kuhn summarized Haapala's request for a conditional use permit to renovate an existing commercial tenant space into a single-family residence on the property located at the

subject property. The proposed request would turn one of the two commercial tenant units into the applicant's one-unit residence. The applicants would reside in the created unit. After review, staff held no concerns and recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioner Ilten inquired on whether the Conditional Use Permit would be removed and/or revoked if the applicants moved or if the property sold, to which staff explained that it would not, as the Conditional Use Permit stayed with the property itself.

Motion by Commissioner Cooper to approve a request from Daniel and Danielle Haapala, representing Haapala Investments LLC, for a conditional use permit to renovate an existing commercial tenant space into a single-family residence on the property located at 2964 Church Street (Parcel ID 281230805101420), consistent with Ch. 23.02(1)(g)(16)(f) with the following:

- 1. The dwelling unit shall meet minimum occupancy and space requirements as outlined in Chapter 21 of the City's Municipal Code of Ordinances.**
- 2. Staff shall have the ability to approve minor deviations to the project plan.**

seconded by Commissioner Ilten.

Motion carried 6-0.

4. August 2022 Monthly Report.

Director Kernosky summarized the highlighted August projects, noting that while overall issued permits were down from previous years, valuation was up due to key commercial projects. The office had also started seeing a notable decrease in residential permits, a contrast to the investments residents made into their Single Family homes in previous years.

Motion by Commissioner Schuler to approve the August 2022 Monthly Report and place it on file; seconded by Commissioner Rice.

Motion carried 6-0.

5. Director's Report. *A verbal report will be provided during the meeting.*

Director Kernosky provided brief updates on:

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

Commissioner Ilten requested updates on the recent neighborhood planning sessions, to which Director Kernosky noted that they would begin including them in next month's report.

Closing Section:

6. Adjourn.

Meeting adjourned at 6:09 PM.

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

Administrative Staff Report

Final Subdivision Plat Review

Golla Road & Brilowski Road

November 7, 2022



Department of Community
Development

Applicant(s): - Jim Anderson, representing Anderson Development Company, LLC Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 020240826-13.05, 020240826-14.03 & 020240826-13.02 Zone(s): - County Zoning, proposed City "R-1" Suburban Single-Family Residential Master Plan: - Residential Council District: - N/A Lot Information: 39 lots Current Use: - Undeveloped Applicable Regulations: - Ch. 20.03	Request - Public Hearing and action on a request from Jim Anderson, representing Anderson Development Company LLC, for a final subdivision plat review of a proposed 39-lot subdivision on the property located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03) and the property located at 324 Brilowski Road (Parcel ID 020240826-13.02). Attachment(s) - Application - Plat Findings of Fact - A total of 39 lots are proposed to be created off of an area 27.8 acres in size. - Each lot ranges from 0.44 acres to 1.41 acres in size. The remaining land will allow for the construction of a future street (Forest Creek Road) and associated stormwater swales. - The proposed subdivision is located within the Wellhead Protection Overlay District B. - The subject property is located within the Town of Hull. An annexation request would be submitted by the applicant should the final subdivision plat be approved. - Any division of land creating four or more lots requires a preliminary and final subdivision plat review. - A conceptual subdivision plat review took place on March 1st and April 5th, 2021. A preliminary subdivision plat review took place on May 3rd, 2021. Final plat approval was obtained on June 21, 2021. - The approved subdivision plat has not been sent to the Portage County Register of Deeds Office for recording due to ongoing discussions with the Town of Hull on a potential boundary agreement. - State Statute 236.25(2)(b) states that the Register of Deeds Office shall not accept a plat for recording unless the plat is offered for recording within twelve months after the date of final plat approval. Since it has been over twelve months since final subdivision plat approval has been obtained, re-approval by the Common Council is required.
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Staff Recommendation

Approve the final subdivision plat as presented for a new subdivision located at 5498 Golla Road (Parcel ID 020240826-13.05), an unaddressed parcel bounded by Golla Road and Regent Street (Parcel ID 020240826-14.03) and the property located at 324 Brilowski Road (Parcel ID 020240826-13.02), subject to the following conditions:

1. The creation of additional outlots and/or easements that do not result in increased density of the subdivision plat may be reviewed by City Staff.

Vicinity Map



Background

The applicant is requesting a final subdivision plat review for a proposed 39-lot subdivision located north of Golla Road and west of Brilowski Road. Located within the Town of Hull, the subject property would be annexed into the City as part of the development plans. . Utility connections off of Joe Street extended through a proposed City-owned parcel are planned to service the proposed subdivision. While City staff typically requests road stubs into the property to the north, the environmental protection of lands situated to the north of the subject area was a high priority of City staff and the developer as Lost Creek flows along the northern property line and any additional road stubs would require additional land disturbance around the creek.

As shown on the proposed plat below, 36 of the proposed lots will have direct access of off Forest Creek Road or Golla Road. The remaining three lots would have access off of Regent Street. All 39 lots are requested to be zoned “R-1” Suburban Single-Family Residential. Consistent with annexation zoning, the property will be annexed under the R-LD zoning classification, however, the intention is to rezone the property from “R-LD” Low Density Residential to “R-2” Single-Family Residential as part of a future request.

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE	MIN. BLDG. WIDTH
Permitted Uses	1 fam./unit 1 unit/lot provided lot is 8,000 sq.ft.	60 ft., 80 ft. For corner lots	Not over 35' nor over 2 ½ stories	20 ft. Total of both sides, one side not less than 8' for buildings not over 2 ½ stories	25 ft. On corner lots with 50' of frontage and less, street setback 25' and 20'	Not less than 20% of lot depth but not less than 15' and need not exceed 30 ft.	Per 23.01(14)	900 sq. ft.	18 ft.
All other permitted uses	8,000 sq.ft.		35 ft.	20 ft.		30 ft.		0	
Cond. Uses	As set by the Plan Commission and City Council.								

The City’s Comprehensive Plan Extraterritorial Future Land Use Map identifies the subject property for residential use. By proposing a 39-lot subdivision, the proposed residential use is consistent with the City’s Extraterritorial Future Land Use Map. Additionally, the subject property falls within the Groundwater Protection Overlay District B. Several added requirements are placed on lots located within the overlay district, such as minimum two-acre lot requirements. Although several lots in the area range from 0.50-0.75 acres in size, these lots are permitted to be less than two acres in size as it will be served by municipal sewer within five years of the proposed development. With extraterritorial subdivision controls in place, it is unlikely that the City would allow lots greater than two acres within this area. Additionally, planning for future subdivision growth north and east of the subject property would likely occur via utility extensions off of Brilowski Road—thereby protecting the Groundwater Protection B District from having concentrated private wells and septic systems.

It is the applicant’s intention to submit an annexation request to annex the subject property into City limits. Should the preliminary and final subdivision plats be reviewed and approved by the Plan Commission and Common Council, a possible annexation request entails an annexation that connects the subject property to the City via Golla Road. As

stated earlier, utility connections off of Joe Street are planned to accommodate residential development within the subject property.

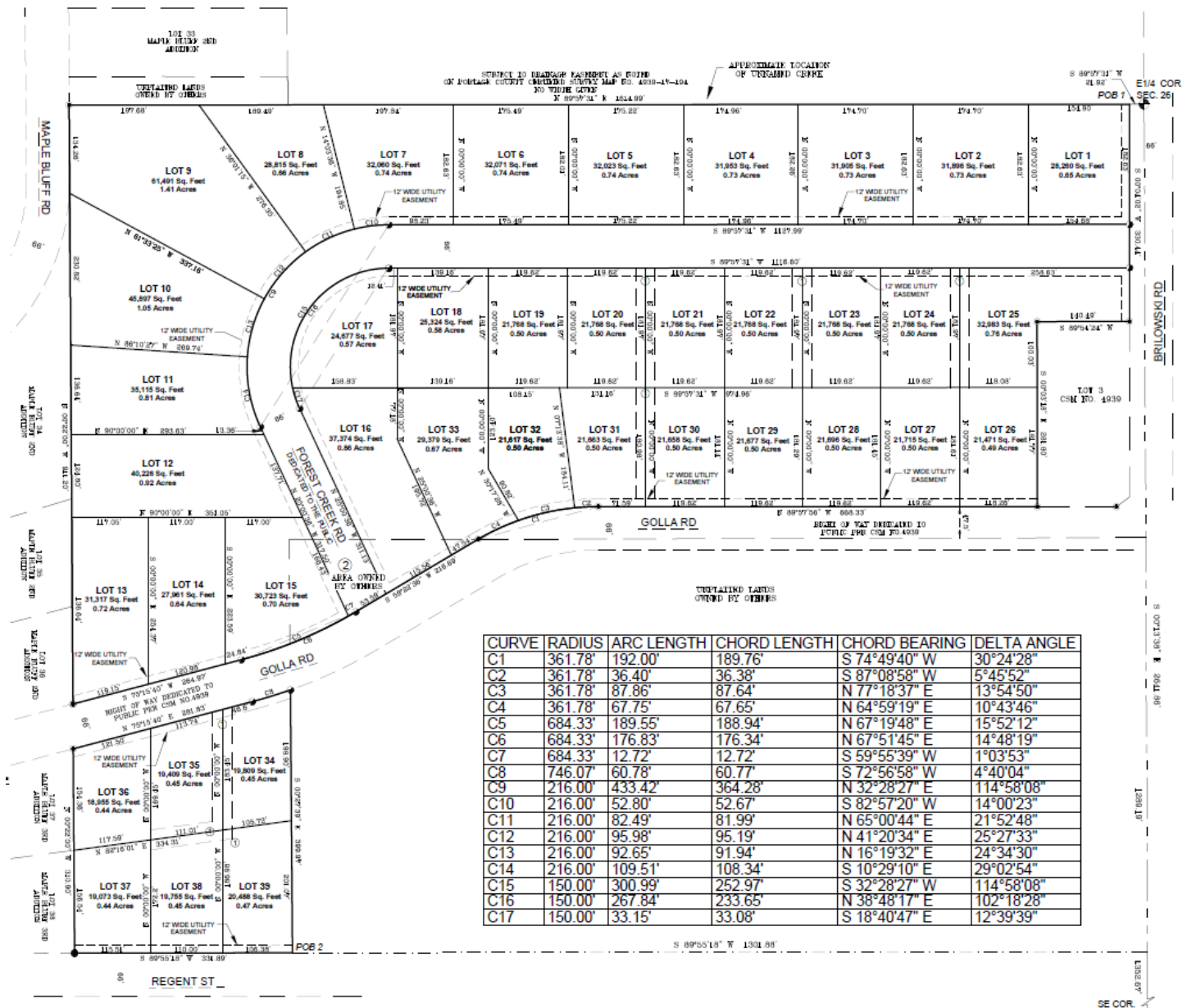
A conceptual subdivision plat review went before the Plan Commission on March 1st and April 5th, 2021. A preliminary subdivision plat review went before the Plan Commission on May 3rd, 2021. Based on comments received during the plat reviews, the applicant has been working with City staff in producing the plat shown here within. Final plat approval was obtained on June 21, 2021. After final plat approval was obtained, the Council directed to City staff to pursue a boundary agreement with the Town of Hull prior to recording the plat. Up until this point, the final subdivision plat has not been recorded with the Portage County Register of Deeds Office. State Statute 236.25(2)(b) states that the Register of Deeds Office shall not accept a plat for recording unless the plat is offered for recording within twelve months after the date of final plat approval. Since it has been over twelve months since final subdivision plat approval has been obtained, re-approval by the Common Council is required. Additionally, a small portion of the plat is include in lands that are owned by others, however, the City is in the process of acquiring the property and will transfer ownership to the developer once the City has purchased the property to the south of the subject property.

As the proposed plat entails the creation of four or more lots, a preliminary and final subdivision plat review is required. The following describes the requirement.

Ch. 20.03 REQUIRED PLAT AND CERTIFIED SURVEY MAP APPROVAL.

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

The subdivision request has been reviewed and is described below.



Standards of Review

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

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

Analysis: The subject area is approximately 27.8 acres in size. 39 lots are proposed to be created at a size ranging from 0.44 to 1.41 acres. The remaining acreage is intended to accommodate a planned street, Forest

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

Findings: The proposal is for a medium-density subdivision located north of the City's municipal limits. Should the final subdivision plat be approved, the applicant is requesting that the subject area be annexed into the City. These 0.44-1.41 acre lots on over 27 acres of land are an efficient use of the land. This development would not only increase the range of housing choices within the City, but could also spur additional residential development north and east of the subject area. Given the proposed subdivision's close proximity to City limits, utility connections are feasible.

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

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

Findings: As stated earlier, the proposed subdivision further extends residential growth beyond its existing municipal boundary. Given the estimated infrastructure costs and tax revenues tied to this request, coupled with meeting lot restrictions of the Groundwater Protection Zone B, sufficient lot density exists.

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

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

Findings: The City's 2023 budget includes expenses to provide adequate sewer and water utilities to this parcel. Additionally, the developer will be paying for a portion of the parcel through a pending development agreement.

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

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

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

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

Findings: The area around of the subject property consists primarily of residential and undeveloped uses. Neighboring residential lots are for single-family use and range from 0.44-1.41 acres in size. Staff believes that the proposed single-family use of the subdivision is compatible to the surrounding area.

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

Analysis: See standard one above.

Findings: This standard is met.

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

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

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

4. **The proposed subdivision or land division shall comply with one of the following:**
 - a. **The proposed subdivision or land division shall represent infilling of vacant land. Infilling is defined as a subdivision or land division which will accommodate the development of vacant land located such that surrounding existing land uses render the land impractical for any but similar uses.**
 - b. **The proposed subdivision or land division shall provide permanent open space lands for use by the general public in conformance with the adopted Parks and Open Space Plan for Portage County, Wisconsin, the City of Stevens Point adopted Parks and Open Space Plan or the City's other adopted Comprehensive Plan elements. The permanent open space lands shall be accessible and open for use by the general public.**

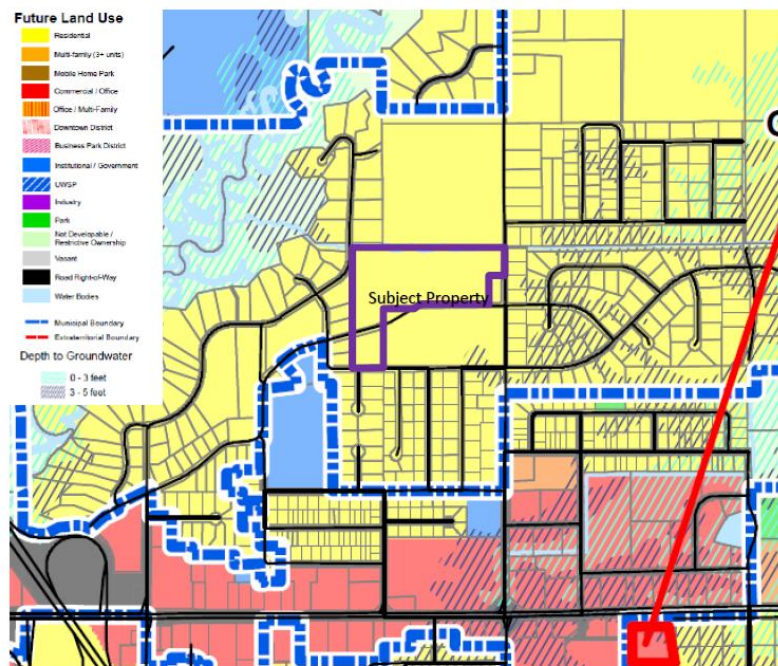
Analysis: While the proposed subdivision does not include permanent open space lands, it is near other open space areas. For example, Eastwood Park is approximately 0.2 miles away from the subject property and provides sufficient vehicular access off of Brilowski Road and Kingfisher Drive. Given the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

Findings: This standard is met.

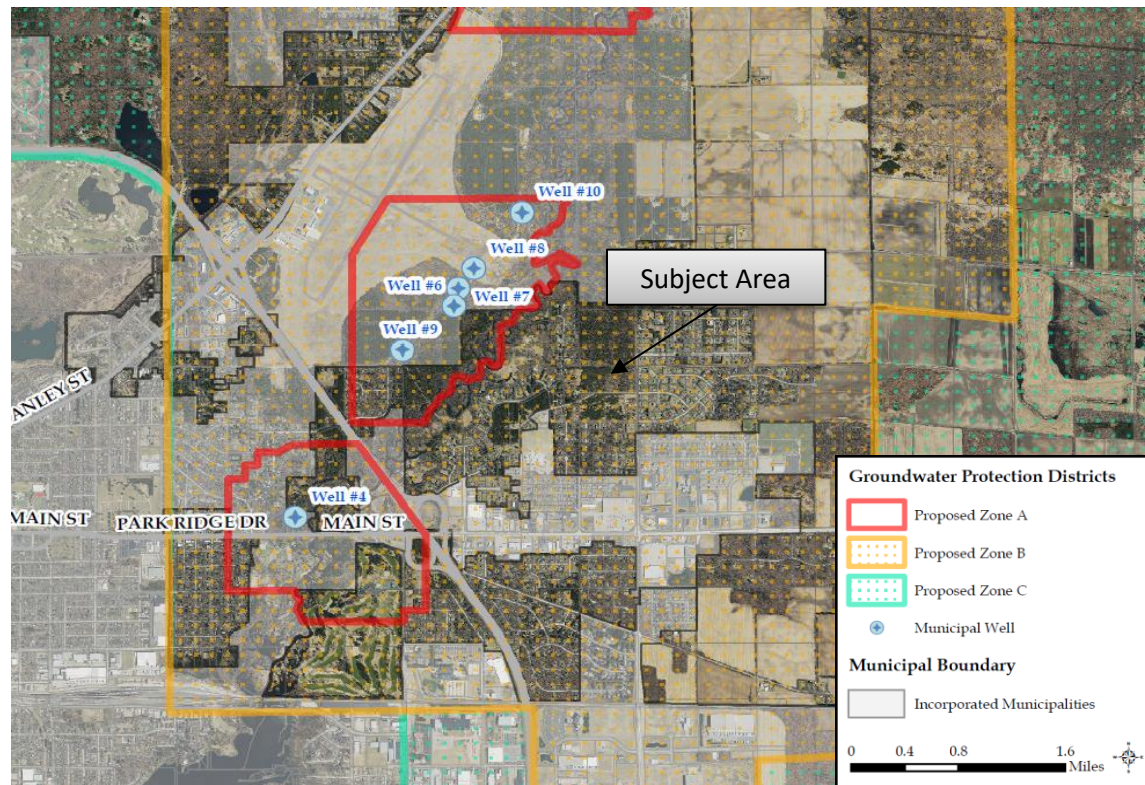
Based on the findings above, staff recommends approval of the subdivision plat as presented.

Exhibits

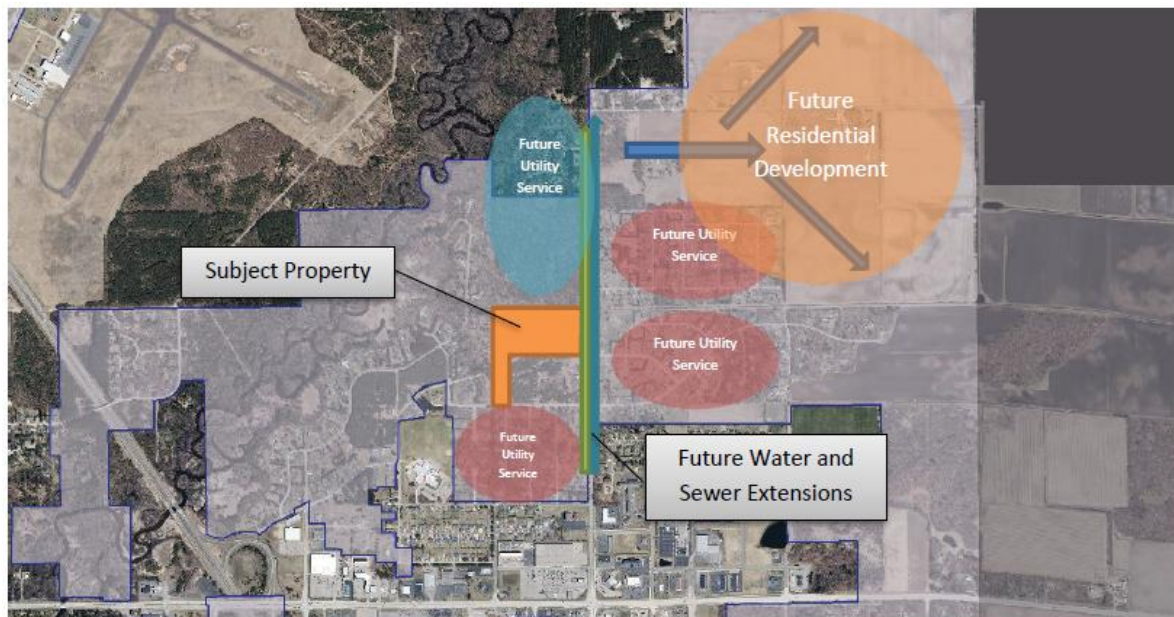
1. Future Land Use Consideration:



2. Groundwater Protection:



3. Future Growth Potential:



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

Certified _____, 20____



Department of Administration

FOREST CREEK SUBDIVISION

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



BASE FOR BEARING

BASE FOR BEARING IS THE EAST LINE OF THE SOUTHEAST
QUARTER OF SECTION 26, T24N, R8E, HAVING A BEARING OF
S 00°13'38" E USING THE PORTAGE COUNTY COORDINATE
SYSTEM, NAD83 (2011)

0' 100' 200' 300'

SCALE 1" = 100'

LEGEND

- ⊕ HARRISON CAST IRON MONUMENT FOUND
- ⊙ 3/4" REBAR FOUND
- 1 1/4" REBAR FOUND
- 1" IRON PIPE FOUND
- ⊙ 1 1/4" X 18" REBAR SET 4.30 LBS/FT

ALL OTHER LOT CORNERS SET WITH A
3/4" X 18" REBAR WEIGHING 1.502 LBS/FT

() RECORDED AS

SURVEYOR NOTE

- 30' WIDE UTILITY EASEMENT
 - AREA OWNED BY OTHERS?? NOT DEFINED BY CSM #4939
- 1" CONTOURS DERIVED FROM PORTAGE
COUNTY GIS DATA.

DEVELOPER

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

SURVEYOR

ERNEST WOORSTER, PLS #1741
RETTLER CORPORATION
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PHONE (715)341-2633
FAX (715)341-0431

SURVEYOR'S CERTIFICATE

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

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

THAT I HAVE COMPLIED FULLY WITH THE CURRENT PROVISIONS OF
CHAPTER 236 AND CHAPTER A-67 OF THE REVISED WISCONSIN STATUTES
AND THE SUBDIVISION ORDINANCE OF PORTAGE COUNTY IN SURVEYING,
DIVIDING, AND MAPPING.

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

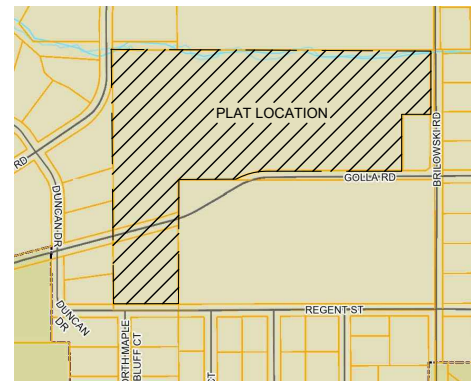
CERTIFIED THIS _____ DAY OF _____, 2022

SIGNED: _____
ERNEST WOORSTER PLS 1741

UTILITY EASEMENTS

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

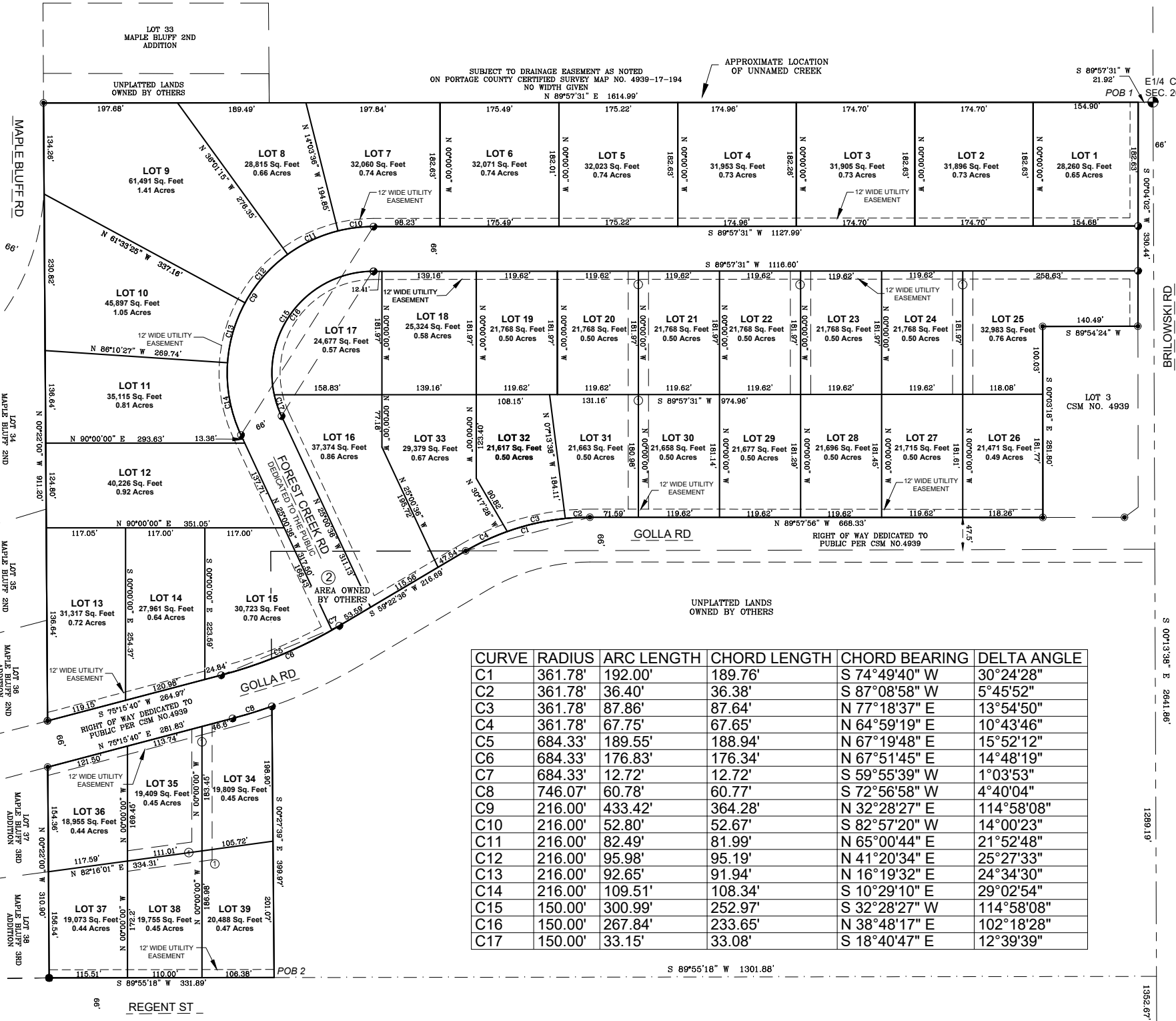
VICINITY MAP



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RETTLER CORPORATION, INC.

RETTLER
corporation

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



CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	361.78'	192.00'	189.76'	S 74°49'40" W	30°24'28"
C2	361.78'	36.40'	36.38'	S 87°08'58" W	5°45'52"
C3	361.78'	87.86'	87.64'	N 77°18'37" E	13°54'50"
C4	361.78'	67.75'	67.65'	N 64°59'19" E	10°43'46"
C5	684.33'	189.55'	188.94'	N 67°19'48" E	15°52'12"
C6	684.33'	176.83'	176.34'	N 67°51'45" E	14°48'19"
C7	684.33'	12.72'	12.72'	S 59°55'39" W	1°03'53"
C8	746.07'	60.78'	60.77'	S 72°56'58" W	4°40'04"
C9	216.00'	433.42'	364.28'	N 32°28'27" E	114°58'08"
C10	216.00'	52.80'	52.67'	S 82°57'20" W	14°00'23"
C11	216.00'	82.49'	81.99'	N 65°00'44" E	21°52'48"
C12	216.00'	95.98'	95.19'	N 41°20'34" E	25°27'33"
C13	216.00'	92.65'	91.94'	N 16°19'32" E	24°34'30"
C14	216.00'	109.51'	108.34'	S 10°29'10" E	29°02'54"
C15	150.00'	300.99'	252.97'	S 32°28'27" W	114°58'08"
C16	150.00'	267.84'	233.65'	N 38°48'17" E	102°18'28"
C17	150.00'	33.15'	33.08'	S 18°40'47" E	12°39'39"

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

Certified _____, 20____

Department of Administration



SURVEYOR'S CERTIFICATE

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

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

DESCRIBED AS FOLLOWS:

PARCEL 1 (LOT 1 - LOT 33)

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

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

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

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

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

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

THENCE SOUTHWESTERLY, ALONG SAID RIGHT OF WAY, 192.00 FEET ALONG THE ARC OF A CURVE, CENTER WHICH LIES TO THE SOUTHWEST, RADIUS 361.78 FEET, DELTA ANGLE OF 30°24'28", A CHORD BEARING WHICH BEARS S 74°49'40" W, 189.76 FEET;

THENCE S 59°22'36" W, ALONG SAID RIGHT OF WAY, 216.69 FEET;

THENCE SOUTHWESTERLY, ALONG SAID RIGHT OF WAY, 176.83 FEET ALONG THE ARC OF A CURVE, CENTER WHICH LIES TO THE NORTH, RADIUS 684.33 FEET, DELTA ANGLE OF 14°48'19", A CHORD BEARING WHICH REARS S 67°51'45" W, 176.34 FEET;

THENCE S 75°15'40" W, ALONG SAID RIGHT OF WAY 264.97 FEET TO THE SOUTHWEST CORNER OF LOT 2, CERTIFIED SURVEY MAP NO. 4939;

THENCE N 00°22'00" W, ALONG WEST LINE OF SAID LOT 2, 911.20 FEET TO THE NORTHWEST CORNER THEREOF;

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

PARCEL 2 (LOT 34 - LOT 39)

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

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

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

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

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

THENCE N 75°15'40" E, ALONG SAID RIGHT OF WAY, 281.83 FEET;

THENCE NORTHEASTERLY, ALONG SAID RIGHT OF WAY, 60.78 FEET ALONG THE ARC OF A CURVE, CENTER WHICH LIES TO THE NORTH, RADIUS 746.07 FEET, DELTA ANGLE OF 4°40'04", A CHORD BEARING WHICH BEARS N 72°56'58" E, 60.77 FEET;

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

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

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

CERTIFIED THIS ____DAY OF _____, 2022

SIGNED: ERNEST WOORSTER PLS 1741

FOREST CREEK SUBDIVISION

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

CORPORATE OWNER'S CERTIFICATE OF DEDICATION

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

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

STATE OF WISCONSIN-DEPARTMENT OF ADMINISTRATION
CITY OF STEVENS POINT

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS ____DAY OF _____, 2022.

IN THE PRESENCE OF:

SIGNED: JAMES ANDERSON

STATE OF WISCONSIN)
PORTAGE COUNTY)SS

PERSONALLY CAME BEFORE ME THIS ____DAY OF _____, 2022.
ANDERSON DEVELOPMENT COMPANY, REPRESENTED BY JAMES ANDERSON, TO ME KNOWN TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT.

NOTARY PUBLIC MY COMISSION EXPIRES

CITY OF STEVENS POINT APPROVAL CERTIFICATE

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

THIS ____DAY OF _____, 2022

MIKE WIZA, MAYOR

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE COMMON COUNCIL.

KARI YENTER, CITY CLERK

STATE OF WISCONSIN)
COUNTY OF PORTAGE) SS

I, KARI YENTER, BEING THE DULY ELECTED, QUALIFIED AND ACTING CLERK OF THE CITY OF STEVENS POINT, PORTAGE COUNTY, DO HEREBY CERTIFY THAT THE COMMON COUNCIL OF THE CITY OF STEVENS POINT PASSED RESOLUTION NUMBER _____ ON _____, 2022, AUTHORIZING ME TO ISSUE A CERTIFICATE OF APPROVAL OF THE FINAL PLAT OF "FOREST CREEK SUBDIVISION", UPON SATISFACTION OF CERTAIN CONDITIONS, AND I DO HEREBY CERTIFY THAT ALL CONDITIONS WERE SATISFIED AND THE APPROVAL WAS GRANTED AND EFFECTIVE ON THE ____DAY OF _____, 2022

KARI YENTER, CITY CLERK

COUNTY TREASURER CERTIFICATE

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

THIS ____DAY OF _____, 2022, AFFECTING THE PLAT OF "FOREST CREEK SUBDIVISION".

SIGNED: PAMELA R. PRZYBELSKI

CITY TREASURER CERTIFICATE

I, COREY LADICK, CITY OF STEVENS POINT TREASURER, DO HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF

THIS ____DAY OF _____, 2022, AFFECTING THE PLAT OF "FOREST CREEK SUBDIVISION".

SIGNED: COREY LADICK

UTILITY EASEMENT PROVISIONS

AN EASEMENT FOR ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY

ANDERSON DEVELOPMENT COMPANY LLC, GRANTOR, TO

WISCONSIN PUBLIC SERVICE CORPORATION, A WISCONSIN CORPORATION, GRANTEE, AT&T TELECOMMUNICATIONS COMPANY, GRANTEE, AND CHARTER COMMUNICATIONS/SPECTRUM TELECOMMUNICATIONS COMPANY, GRANTEE,

THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, TO CONSTRUCT, INSTALL, OPERATE, REPAIR, MAINTAIN AND REPLACE FROM TIME TO TIME, FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY AND ELECTRIC ENERGY, NATURAL GAS, TELEPHONE AND CABLE TV FACILITIES FOR SUCH PURPOSES AS THE SAME IS NOW OR MAY HEREAFTER BE USED, ALL IN, OVER, UNDER, ACROSS, ALONG AND UPON THE PROPERTY SHOWN WITHIN THOSE AREAS ON THE PLAT DESIGNATED AS "UTILITY EASEMENT" AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHT TO INSTALL SERVICE CONNECTIONS UPON, ACROSS, WITHIN AND BENEATH THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS, THEREON, OR ON ADJACENT LOTS; ALSO THE RIGHT TO TRIM OR CUT DOWN TREES, BRUSH AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENTAL TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. THE GRANTEES AGREE TO RESTORE OR CAUSE TO HAVE RESTORED, THE PROPERTY, AS NEARLY AS IS REASONABLY POSSIBLE, TO THE CONDITION EXISTING PRIOR TO SUCH ENTRY BY THE GRANTEES OR THEIR AGENTS. THIS RESTORATION, HOWEVER, DOES NOT APPLY TO THE INITIAL INSTALLATION OF SAID UNDERGROUND AND/OR ABOVE GROUND ELECTRIC FACILITIES, NATURAL GAS FACILITIES, OR TELEPHONE AND CABLE TV FACILITIES OR TO ANY TREES, BRUSH OR ROOTS WHICH MAY BE REMOVED AT ANY TIME PURSUANT TO THE RIGHTS HEREIN GRANTED. STRUCTURES SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE LINES MARKED "UTILITY EASEMENT" WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED BY MORE THAN SIX INCHES WITHOUT WRITTEN CONSENT OF GRANTEES. THIS UTILITY EASEMENT PROVISION DOES NOT PREVENT OR PROHIBIT OTHERS FROM UTILIZING OR CROSSING THE UTILITY EASEMENT AS THE UTILITY EASEMENT(S) ARE NON-EXCLUSIVE.

THE GRANT OF EASEMENT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIRS, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

DEVELOPER

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

SURVEYOR

ERNEST WOORSTER PLS#1741
RETTLER CORPORATION
3317 BUSINESS PARK DRIVE
STEVENS POINT, WI 54482
PHONE (715)341-2633
FAX (715)341-0431

THIS INSTRUMENT WAS DRAWN AND
DRAFTED BY: ERNEST WOORSTER &
ANDREW COFRAN

SHEET 2 OF 2 SHEETS

RETTLER CORPORATION, INC. HOLDS THE RIGHTS TO COPYRIGHT IN AND TO THESE PRINTS, DRAWINGS AND DOCUMENTS. NO REPRODUCTION, COPYING, ALTERATION, MODIFICATION, USAGE, INCORPORATION INTO OTHER DOCUMENTS OR ASSIGNMENT OF THE SAME MAY OCCUR WITHOUT THE PRIOR WRITTEN PERMISSION OF RETTLER CORPORATION, INC.
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There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



FOREST CREEK SUBDIVISION

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

Final plat approved June 2021



SURVEYOR'S CERTIFICATE

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

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

THAT I HAVE COMPLIED FULLY WITH THE CURRENT PROVISIONS OF CHAPTER 236 AND CHAPTER A-67 OF THE REVISED WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF PORTAGE COUNTY IN SURVEYING, DIVIDING, AND MAPPING.

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

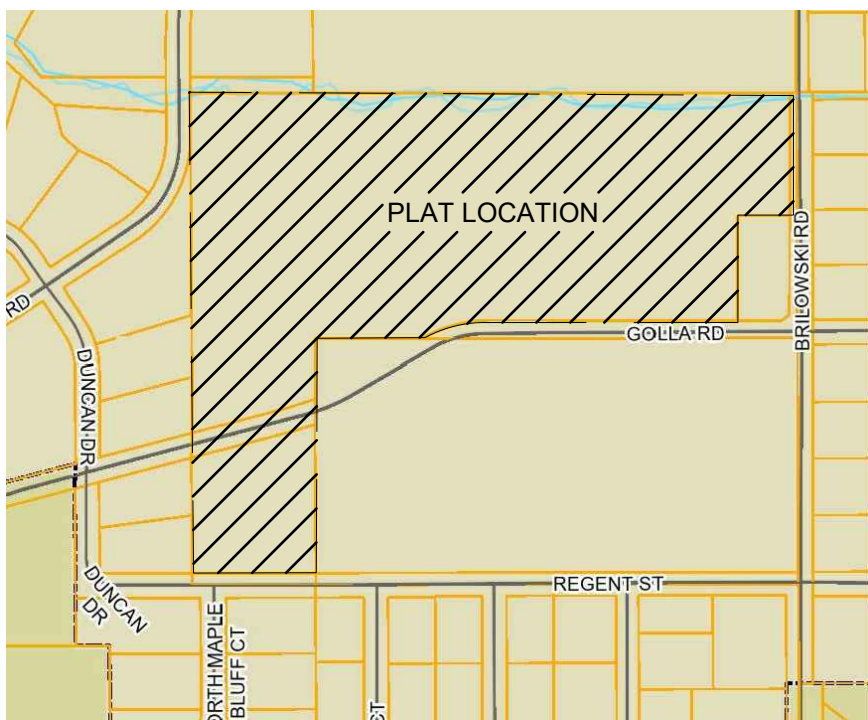
CERTIFIED THIS 13TH DAY OF MAY, 2021.

SIGNED: BENJAMIN KLITZKE PLS 2746

UTILITY EASEMENTS

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

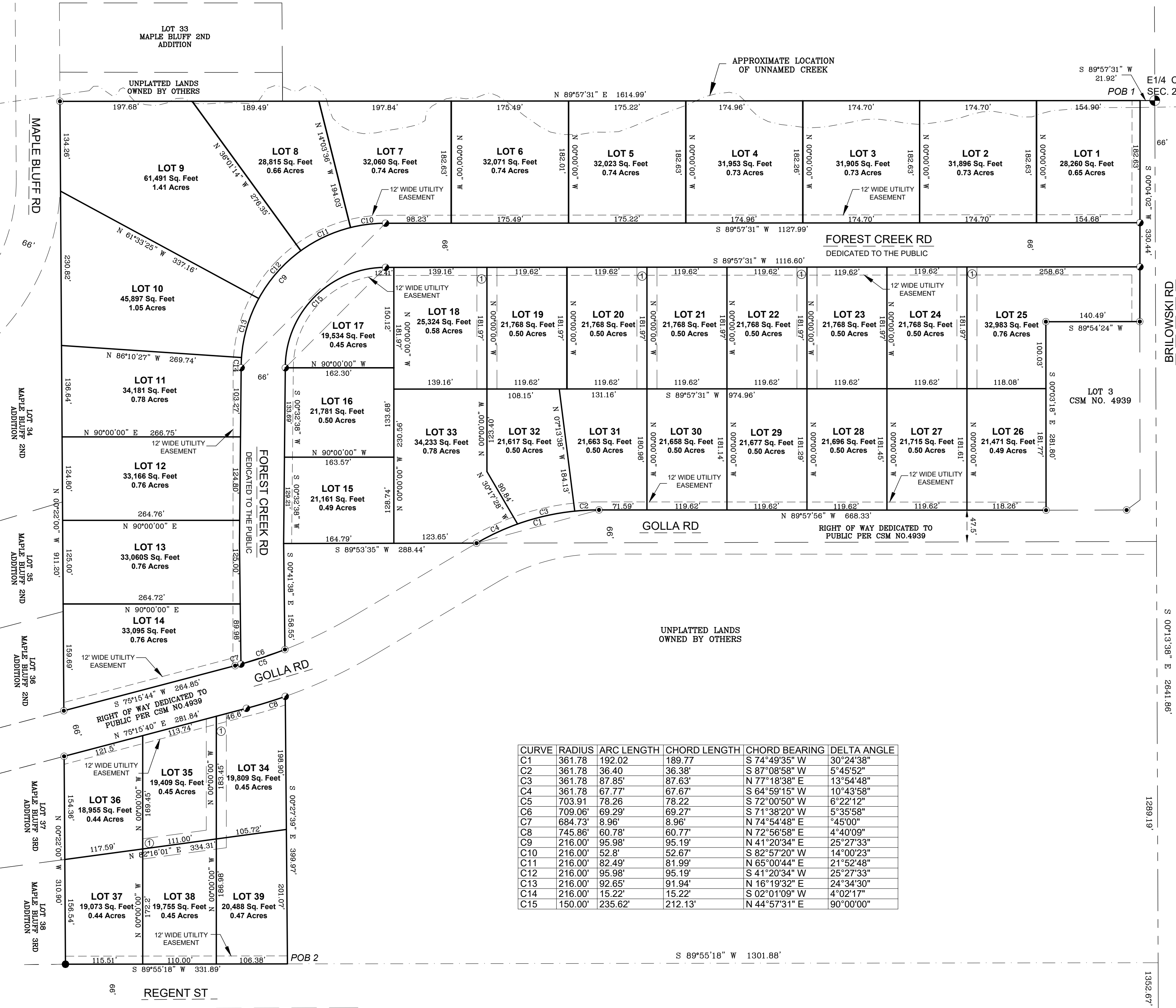
VICINITY MAP



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RETTLER
corporation

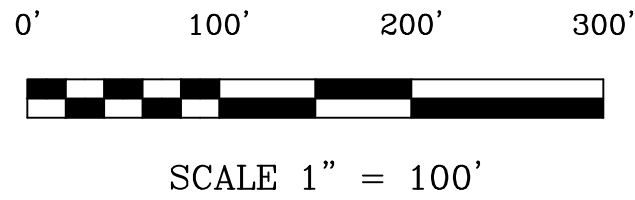
3317 Business Park Drive, Stevens Point, WI 54482
Telephone: (715) 341-2633 Fax: (715) 341-0431
email: info@rettler.com website: www.rettler.com



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

BASE FOR BEARING

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



LEGEND

- HARRISON CAST IRON MONUMENT FOUND
- 3/4" REBAR FOUND
- 1 1/4" REBAR FOUND
- 1" IRON PIPE FOUND
- 1 1/4" X 18" REBAR SET 4.30 LBS/FT
- ALL OTHER LOT CORNERS SET WITH A 3/4" X 18" REBAR WEIGHING 1.502 LBS/FT
- RECORDED AS

SURVEYOR NOTE

- 30' WIDE UTILITY EASEMENT

DEVELOPER

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

SURVEYOR

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

Administrative Staff Report

Construct Ten Business Incubator Buildings

5001 Joerns Drive

November 7, 2022

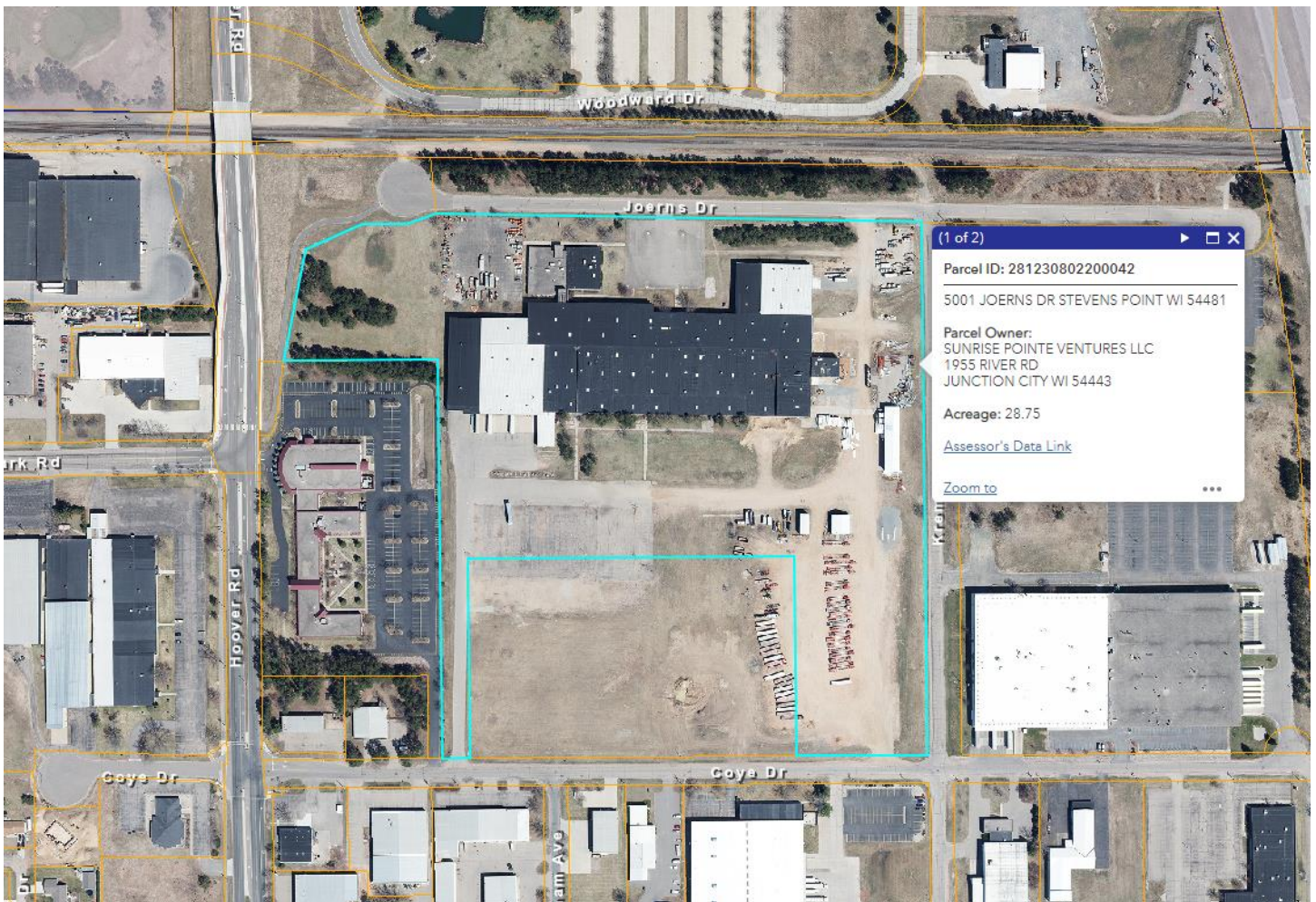


Department of Community
Development

Applicant(s): - Wayne Bushman, representing Sunrise Pointe Ventures LLC Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281230802200042 Zone(s): "M-2" Heavy Industrial Master Plan: - Business Park District Council District: - District 6 Vacant Lot Information: - Frontage: 3,186 ft. - Depth: 1,290 ft. - Lot Size: 1,255,003 sq. ft. (28.8 ac.) Current Use: - Manufacturing Applicable Regulations: 23.01(13)(f)	Request - Public Hearing and action on a request from Wayne Bushman, representing Sunrise Pointe Ventures LLC, for a conditional use permit to construct multiple business incubator structures on the property located at 5001 Joerns Drive (Parcel ID 281230802200042), consistent with Ch. 23.01(13)(f). Attachment(s) - Application - Plans Findings of Fact - The applicant is requesting to construct ten buildings, approximately 2,376 square feet each in size, that is intended to provide operational space for start-up businesses. - The proposed buildings would be located at the southeast corner of the subject property with primary access off of Coye Drive. - Gamber Johnson is an existing business that is located on the subject property. According to the City's Zoning Code, two or more principal structures on the same property requires a conditional use permit. - The subject property fronts four streets. With the subject property being zoned "M-2" Heavy Industrial, the City's Zoning Code allows for an applicant to request lesser street setbacks for properties abutting two or more streets. 40 feet of street frontage is required off of Krembs Avenue, while the proposed development requests 34' 9" of setback. - The Plan Commission and Common Council may attach additional conditions onto this request. Staff Recommendation Approve the conditional use request to construct multiple business incubator structures on the property located at 5001 Joerns Drive (Parcel ID 281230802200042), subject to the following conditions: - The driveway connecting the ten structures with Coye Drive shall be surfaced with a hard surfacing material meeting applicable Zoning Code requirements, subject to the review and approval of the Zoning Administrator.
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2. A parking plan shall be submitted that shows the location of proposed parking areas, subject to the review and approval of the Zoning Administrator meeting applicable Zoning Code requirements.
3. The planned swale shall be designed meeting applicable stormwater control best practices, subject to the review and approval of Utilities Department staff.
4. A building permit shall be obtained prior to the start of construction.
5. Staff shall have the ability to approve minor amendments to the site plan.

Vicinity Map



Background

Overview: The applicant is requesting a conditional use permit to construct ten buildings on the subject property each at a size of 2,376 square feet. Each proposed building is intended to provide operational space for start-up businesses. For example, it is commonplace for start-up businesses to operate within a house under the classification of a 'home occupation.' As the product/service output increases and the need for more operational space increases, these small businesses fail to meet the requirements of a 'home occupation' and, in turn, seek a dedicated space to operate their business. Unfortunately, there is a lack of cost-effective, small spaces for business owners to operate their start-up

businesses. The intent of the applicant's request is for these buildings to serve as a bridge between a home-based business and a larger-scale commercial enterprise that needs significant operational space.

The ten proposed buildings would be located on the southeast corner of the subject property and will be adjacent to Gamber Johnson (located on the subject parcel) and Mid-State's AMETA Center. According to the City's Zoning Code, no more than one principal building or use can be located on the same property unless a conditional use permit is obtained. Said requirement is outlined below.

Ch. 23.01(13) General Standards

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

The subject property is unique in that it abuts four streets (Coye Drive, Krembs Avenue, Joerns Drive and Hoover Road). With the subject property being zoned "M-2" Heavy Industrial, the City's Zoning Code permits lesser street setbacks for lots abutting two or more streets. Said exception is outlined below.

"M-2" HEAVY INDUSTRIAL DISTRICT:

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE
Permitted Industrial Uses	½ acre lot area	100 ft.	50 ft. Or 125 ft. If fire prevention system approved by Fire Dept.	20 ft. Each side yard and 30 ft. Adjoining any residence district	40 ft. In cases where a property is bounded by 2 or more public rights-of-way, the Common Council may, via Conditional Use Permit, reduce the street setback from the required 40 ft., but may not reduce the setback to less than 20 feet, and must maintain one street setback at 40 ft.	20 ft.	Per 23.01(14)	0
Other Permitted Uses								
Conditional Uses	As set by the Plan Commission and City Council.							

The proposed buildings would provide 87' 1" of setback off of Coye Drive and 34' 9" of setback off of Krembs Avenue. As less than 40' of street setback is provided off of Krembs Avenue, this conditional use request also includes the modified street setback. Pertinent development standards are outlined below.

1. Setbacks.

Analysis: The following are the building setback requirements of the “M-2” Heavy Industrial District – 40’ street setback, 20’ side yard setback and a 20’ rear yard setback. Note that street setback exceptions are allowed via a conditional use permit for lots abutting more than one street.

Findings: Over 50’ of street setback is provided off of Coye Drive, while 34’ 9” of setback is provided off of Krembs Avenue. Swales are proposed to be created between the lot line and these proposed buildings. In order to design swales that meet stormwater best practices, the applicant is requesting to place these structures closer to the lot line. Over 20’ of side and rear yard setback is provided.

<i>Lot Line</i>	M-2 Setback Requirements	Proposed Setbacks
<i>Street</i>	40 feet	127’ 1” off of Coye Drive 34’ 9” off of Krembs (allowed via a conditional use permit)
<i>Side</i>	20 feet	224’ from west lot line
<i>Rear</i>	20 feet	N/A

2. Density.

Analysis: Within the “M-2” District, allowed uses are required to be located on a lot that is at least one-half acre (21,780 sq ft) in size.

Findings: The subject property is 28.8 acres in size and is large enough to accommodate both principal land uses on the property.

3. Building Height.

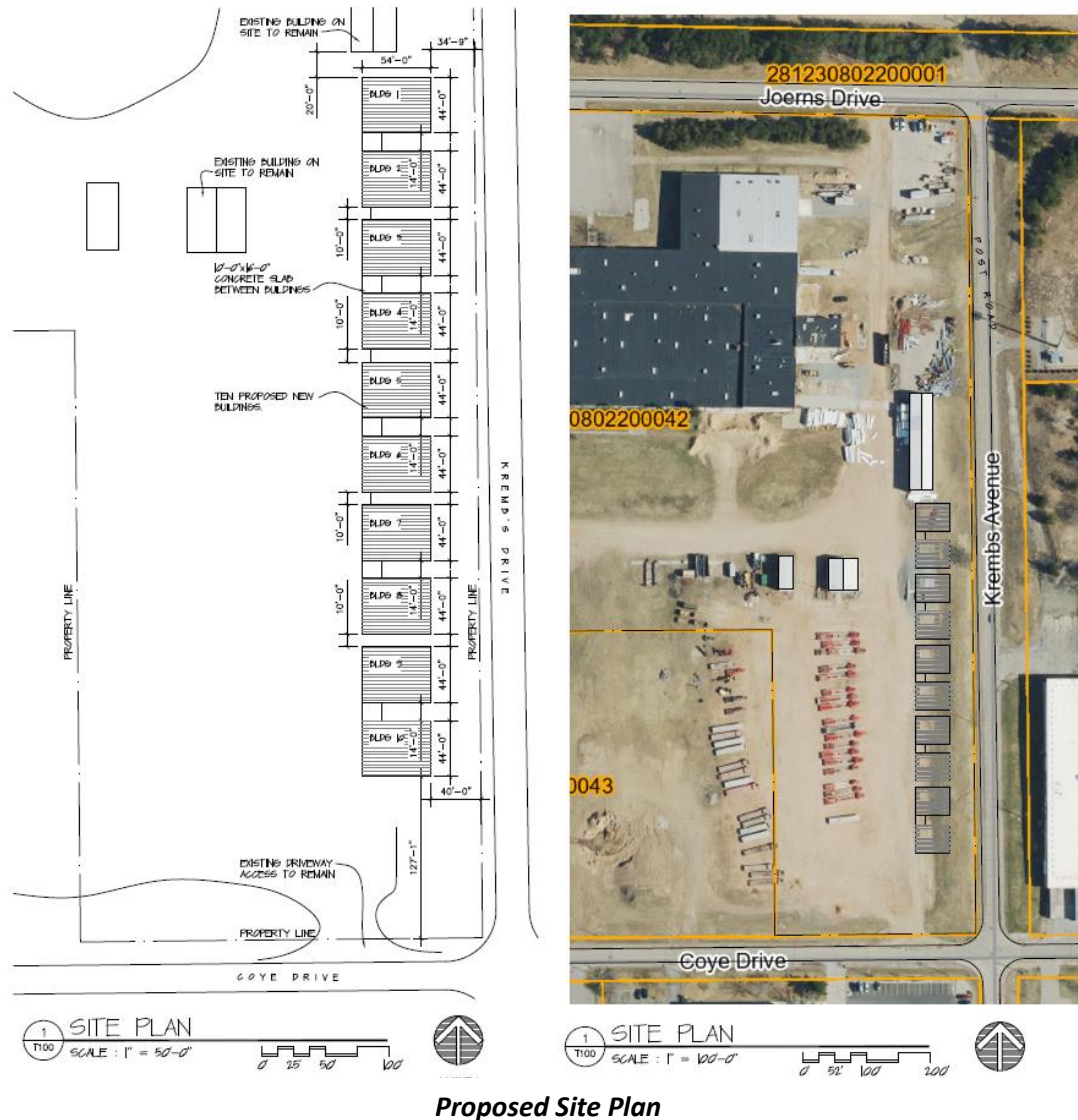
Analysis: The height of the proposed structures will be 19 feet. The “M-2” District permits buildings at a height not to exceed 50 feet for buildings without a fire prevention system and 125 feet for buildings without a fire prevention system.

Findings: The proposed buildings do not require a fire prevention system and meet height requirements of the “M-2” District.

4. Access and Internal Traffic Flow.

Analysis: Primary access to these business incubator buildings will come off of Coye Drive. An existing dirt access road connects Coye Drive with Gamber Johnson.

Findings: The access point off of Coye Drive is of a sufficient width to handle the incidental traffic that would be created as a result of the proposed business incubators. Staff would recommend that the access road leading to the ten proposed structures be surfaced with a hard surfacing material (e.g., asphalt or concrete).



An analysis of this request relative to the City's fourteen standards for reviewing a conditional use request are outlined below.

Standards of Review – Conditional Use Permit

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

Analysis: Small-scale industrial uses associated with business incubators are consistent with the City's Comprehensive Plan and the existing surrounding uses are unlikely to be negatively impacted by this request. The subject property is located within the City's Industrial Park and abuts other industrial uses in all directions. By providing a second primary use on the property, it better balances the land use intensity of properties within the Industrial Park.

Findings: Business incubators allow for a wide array of industrial uses that would be permitted within the "M-2" District. The purpose of this conditional use request is to allow for more than one principal building on the subject property, along with modified setback requirements off of Krembs Avenue.

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

Analysis: Industrial uses associated with business incubators are generally a permitted use in the “M-2” District. The purpose of this conditional use request is to allow for more than one principal building on the subject property, along with modified setback requirements off of Krembs Avenue.

Findings: Staff believes that this proposal would not pose a detriment to neighboring properties as the proposed development would be located within a defined industrial park.

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

Analysis: The respective area is in an established and developed area of the city. The City’s Comprehensive Plan identifies this area as part of the Industrial Park

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

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

Analysis: Gray metal panel siding is the prominent architectural detail among all building elevations. One overhead door and one service door is proposed for each structure.

Findings: Staff believes that the proposed architectural details are reminiscent of buildings holding industrial uses – large buildings with metal siding and a low-pitch roof. Additionally, the proposed architectural appeal would complement adjoining buildings, such as Mid-State’s AMETA Center.



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

Analysis: Utilities exist within the Coye Drive Right-of-Way that will service the proposed development, namely to accommodate the one restroom facility located in each building. Vehicular access exists off of Coye Drive.

Findings: Staff believes that this standard is met.

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

Analysis: The proposed use will be serviced by a driveway connecting the project site with Coye Drive. As stated earlier, the existing dirt driveway will need to be surfaced with a hard surfacing material. As a condition of approval, staff is requesting that a parking plan is provided to show the location of planned parking areas. The proposed parking area will need to meet minimum standards as outlined in the City's Zoning Code.

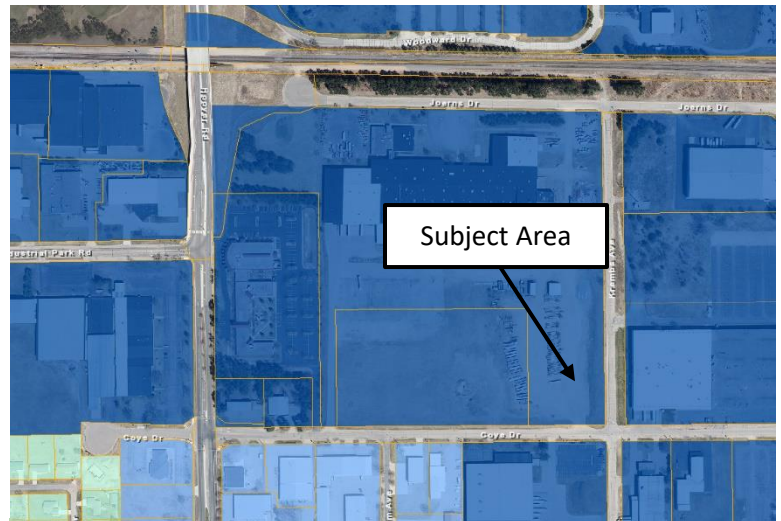
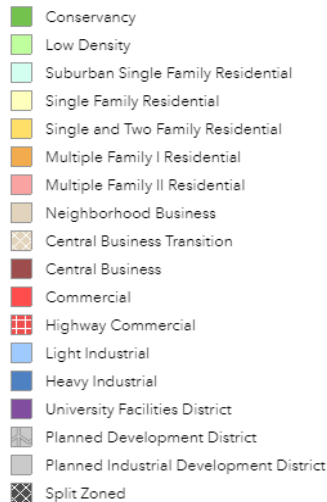
Findings: Staff believes that this standard is met provided that the above conditions are fulfilled.

7. The proposed use is not contrary to the objectives of any duly

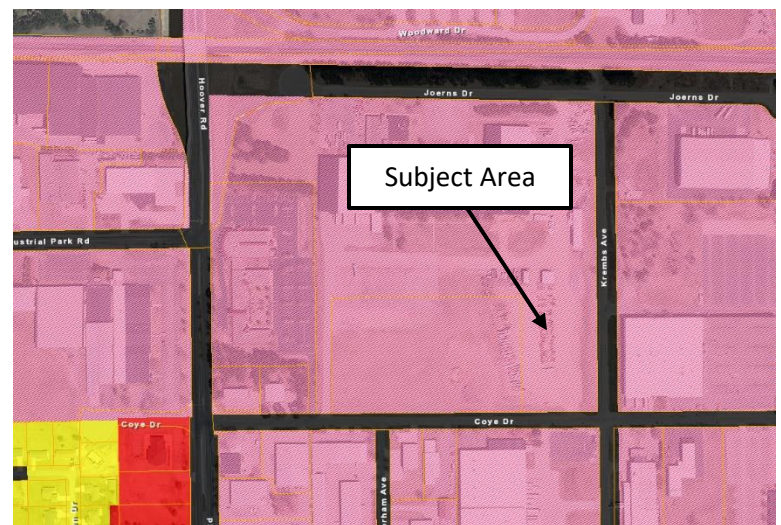
adopted land use plan for the City of Stevens Point and any of its components.

Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property as part of the Business Park District. Please note that the 'Business Park District'

designation includes the City's Industrial Park, East Park Commerce Center and the Portage County Business



Future Land Use



Park. The subject property is zoned "M-2" Heavy Industrial. According to the City's Zoning Code, the "M-2" District is established "to provide for those manufacturing or other industrial uses having more obnoxious or nuisance effects than the "M-1" Light Industrial District and having a greater intensity of manufacturing, processing, employment, traffic and other related activities. It is intended that the "M-2" district generally be located distant from non-manufacturing uses: that it be buffered by the "M-1" district or by major highways, rivers, open space, or high intensity commercial uses, and that all "M-2" districts be located consistent with the City's Comprehensive Plan."

Findings: Staff believes that this request meets the intent of the "M-2" District as it is likely that ancillary effects (e.g., noise, dust, pollution, etc.) would be created as a result of small-scale industrial endeavors being conducted within the proposed buildings. As the proposed use is customary for what occurs in municipal industrial parks, staff believes that the use of these buildings would be appropriate on the subject property.

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

Analysis: This conditional use request is seeking to construct more than one principal structure on the same lot using modified street setback requirements as allowed within the "M-2" District.

Findings: The regulations of the district are met provided that the above permit conditions are fulfilled.

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

Analysis: N/A

Findings: N/A

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

Analysis: N/A

Findings: N/A

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

Analysis: Vehicular access to the site is off of Coye Drive. Pedestrian and bicycle access does not exist, which is expected given that type of land uses that congregate in this area.

Findings: Staff believes that access to the property is appropriate.

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

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



Analysis: Utility connections exist within the Coye Drive Right-of-Way that will service the proposed development. Swales will be constructed to the east of the proposed structures to accommodate the additional impervious surfaces.

Findings: This standard is met.

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

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

Analysis: Mechanical equipment will be located within the proposed structures.

Findings: This standard is met.

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

Analysis: Outside of existing light coming from the building, no additional lighting is proposed.

Findings: Lighting would be provided by the building.

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

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

Findings: The use should not create excessive noise.

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

Analysis: N/A

Findings: N/A

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

Site Photos

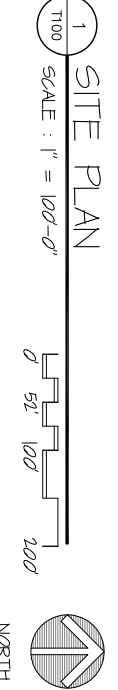
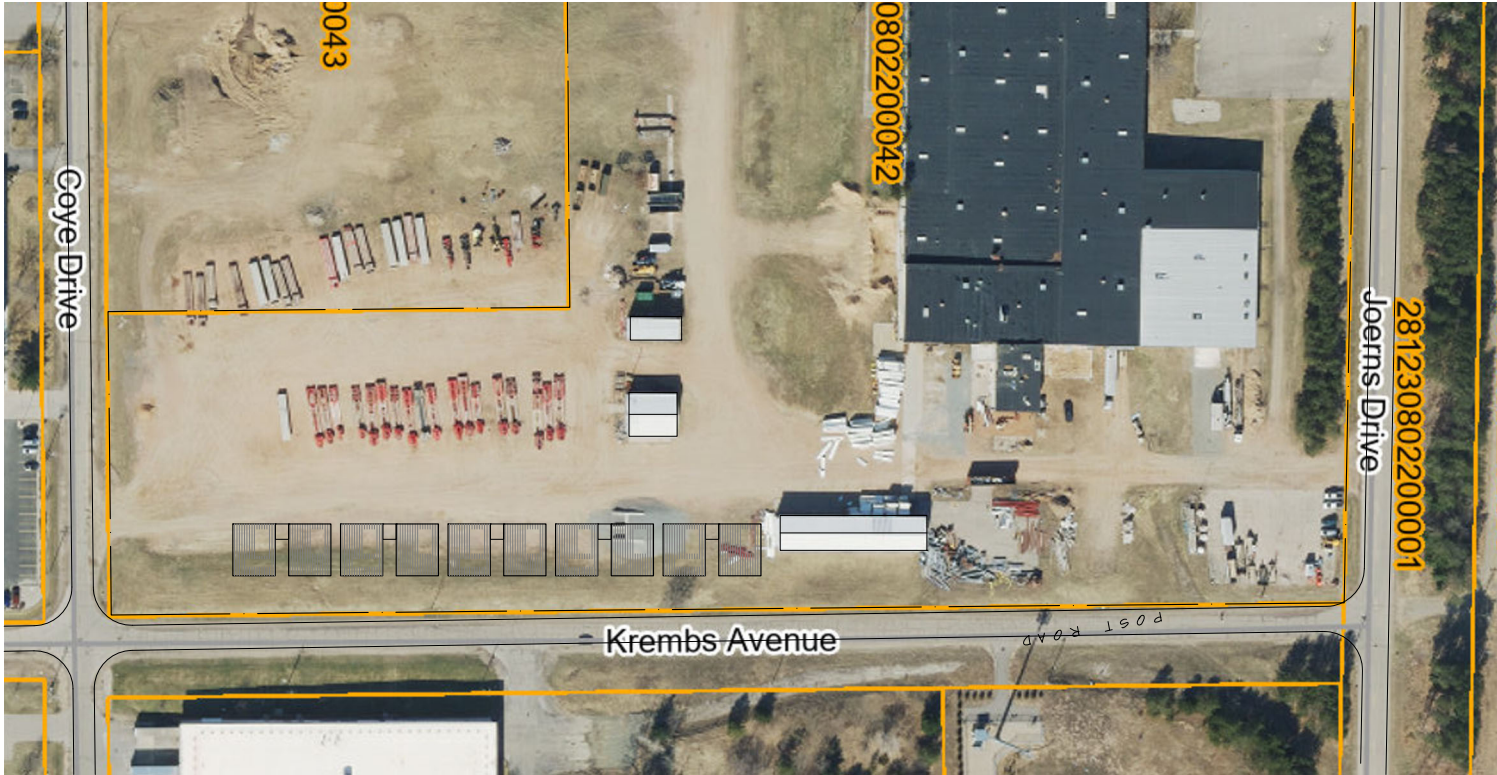
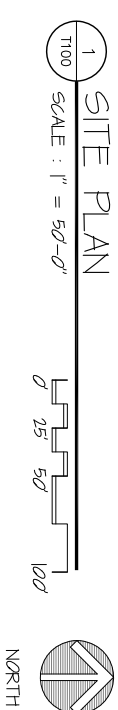
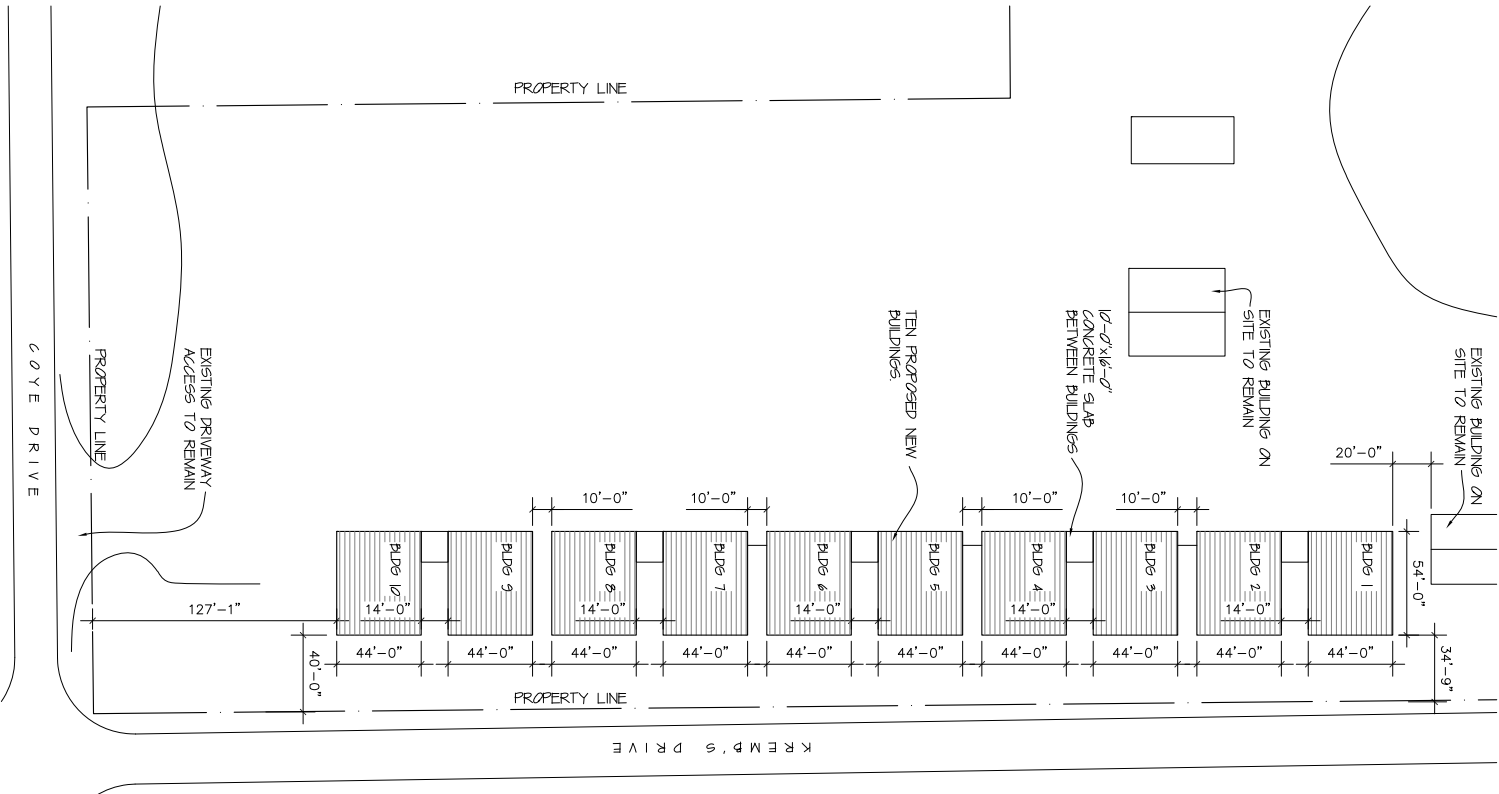


New Storage Buildings

Sunrise Pointe Ventures LLC

1955 River Road, Junction City, WI 54443

Code Data
Governing Code Wisconsin Enrolled, 2015 International Building Code
Occupancy Classification - 303.1 Manufacturing – F1
Allowable Height - TABLE 504.3 5B Construction, F1 Occ, NS Allows 55' Height, 2 Stories
Allowable Area - TABLE 506.2 5B Construction, F1 Occ, NS Allows 8,500 sf
Building Area F-1 Occupancy, 2,376 sf
Type of Construction - TABLE 601 TYPE 5B, combustible foam insulation in exterior walls
Exterior Walls 705.3 TYPE 5B, F-1, Non Sprinkled = 20'-0" sep dist at existing north building.
Occupant Capacity 1004.1.1 Industrial – 2,375 sf / 100 = 24 Occupants
Required Exit Width - Table 1005.1 STAIRS = 30" PER OCC; NO STAIRS PLANNED DOORS = .20" PER OCC; 36" PROVIDED, 36/24 =1.50"
Common Path of Travel Distance 1006.2.1 Industrial: F1 OCC, 1 Exit, <49 Occupants, 75' max.,
Exit Access Travel Distance 1016.1 Industrial: F1 OCC, WITHOUT SPRINKLER – 200 FT,
Sanitary Facilities, Table 2902.2 Units shall be limited to 15 Occupants. Separate facilities are not required.
Design Loads 1607.1 SOIL BEARING CAPACITY, 1806.2 = 3,000 PSF PRESUMED ROOF LIVE LOAD = 40 PSF ROOF DEAD LOAD = 15 PSF LATERAL LOAD (115 mph WIND) = 20 PSF UP/LIFT AT CANOPY = 30 PSF FLOOR LIVE LOAD, OFFICE = 125 PSF FLOOR LIVE LOAD, PASSAGE/EXIT = 100 PSF



DRAWING INDEX
COVER SHEET T100 TITLE SHEET and SITE PLAN
ARCHITECTURAL A101 FIRST FLOOR PLAN A102 ROOF PLAN & TILT ROOM DETAILS A201 BUILDING ELEVATIONS A301 BUILDING SECTION & DETAILS A302 BUILDING SECTION & DETAILS
STRUCTURAL S100 FOOTING PLAN & DETAILS S101 STEEL BASE PLATE DETAILS S102 FOUNDATION DETAIL S103 LOADING DOCK FOUNDATION SECTIONS
HVAC H101 BY MECHANICAL CONTRACTOR
PLUMBING P101 BY PLUMBING CONTRACTOR
ELECTRICAL E101 BY ELECTRICAL CONTRACTOR
GENERAL G101 LEGEND AND ACCESSIBILITY DETAILS G102 ACCESSIBLE TOILET ROOM DETAILS G103 ACCESSIBLE SITE DETAILS



SHEET NOTES
EXCAVATION CONTRACTOR SHALL CONTACT DIGGERS HOTLINE FOR UNDERGROUND LOCATE PRIOR TO EXCAVATING
EXCESS SAND AND TOP SOIL SHALL BE STORED AT THE SOUTH END OF THE EXISTING LOT. EXCAVATION CONTRACTOR TO LEVEL AND SPREAD TOPSOIL.



ARC CENTRAL LLC
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MANAGEMENT INTERIOR DESIGN
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SITE PLAN
SHEET INDEX &
CODE REVIEW

NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

REVISIONS	52821	date
DES. DEV.	date	
CONST. DOCS.	date	
APPROVAL	date	
REV 1	date	

MAY 20, 2021
PROJECT NO. 22 051

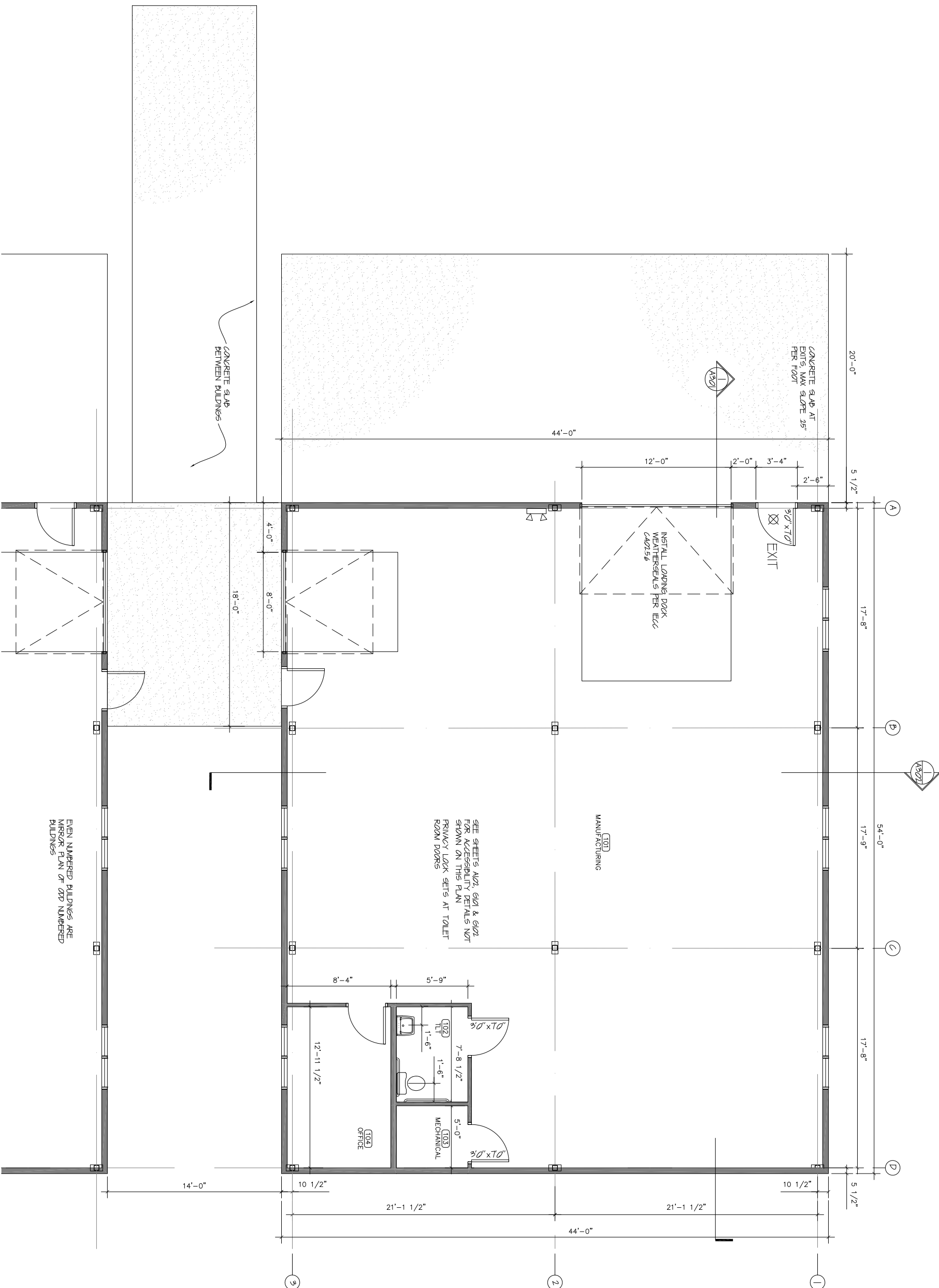
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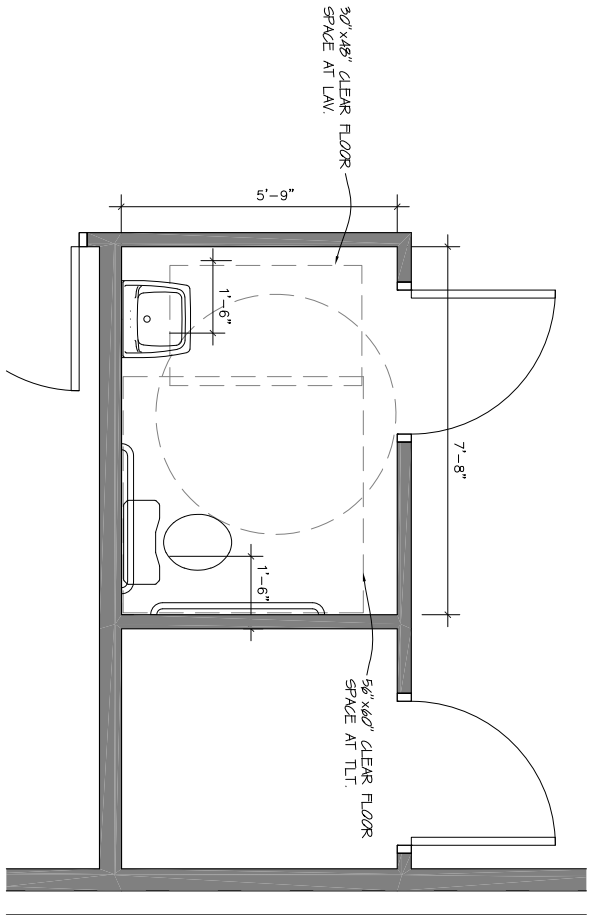
FIRST FLOOR PLAN

NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

SCHEM DES.	5.28.21	REVISIONS
DES DEV.	date	
CONST DOC'S.	date	
APPROVAL	date	
REV	date	

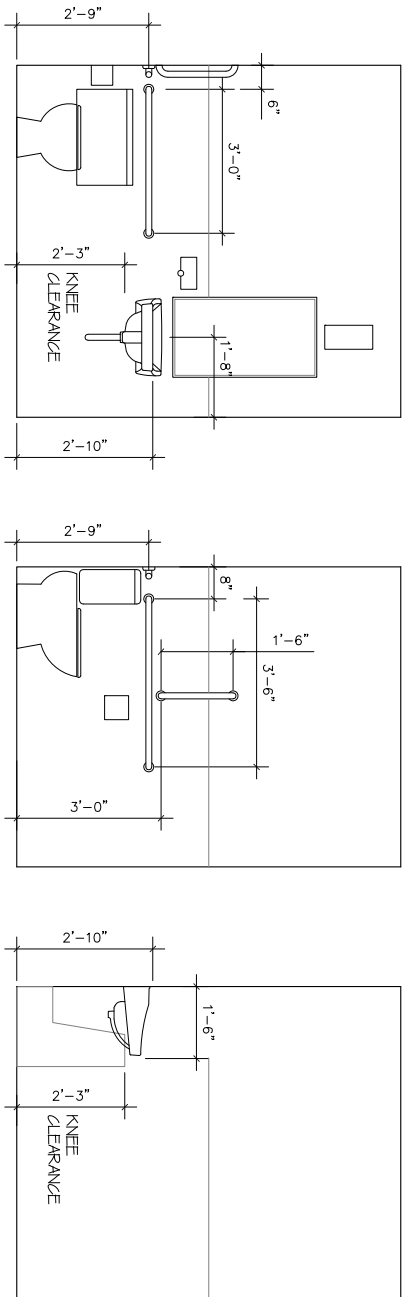
May. 20, 2021
PROJECT NO.
22 051





2 TOILET RM PLAN

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



3 TOILET RM ELEVATIONS

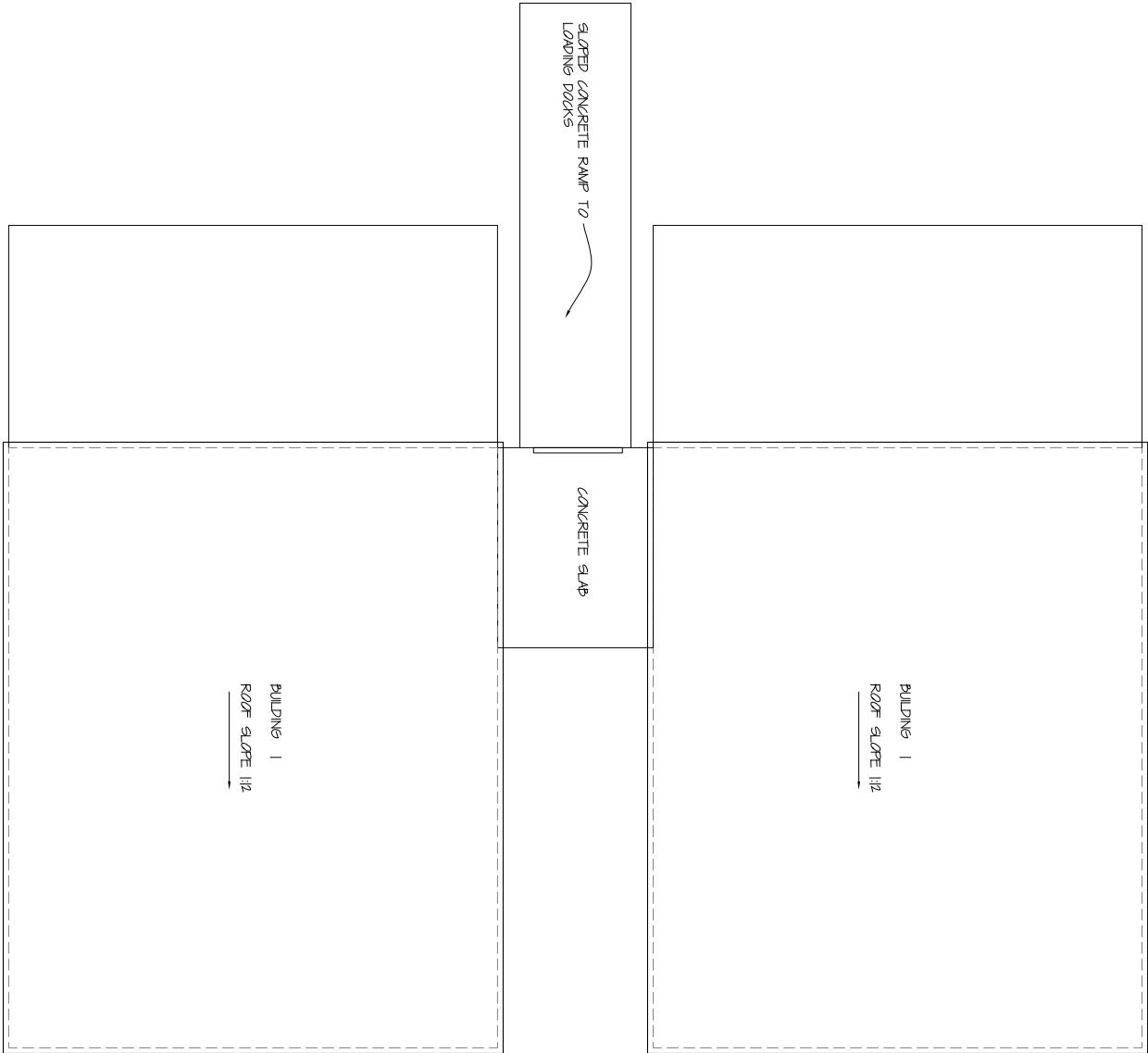
SCALE : 1/2" = 1'-0"



SEE SHEETS G102 & G102 FOR ADDITIONAL ACCESSIBILITY DETAILS AND DIMENSIONS.

PLUMBING CONTRACTOR SHALL PROVIDE ADA COMPLIANT DRAIN AND SUPPLY LINE PROTECTION UNDER THE LAVS.

PROVIDE TOILET AND BATHING ROOM FLOORS WITH A SMOOTH, HARD, NONABSORBENT SURFACE EXTENDING 4" MINIMUM UP THE WALLS



1 ROOF PLAN

SCALE : 1/4" = 1'-0" FOR 11"x17" SHEETS

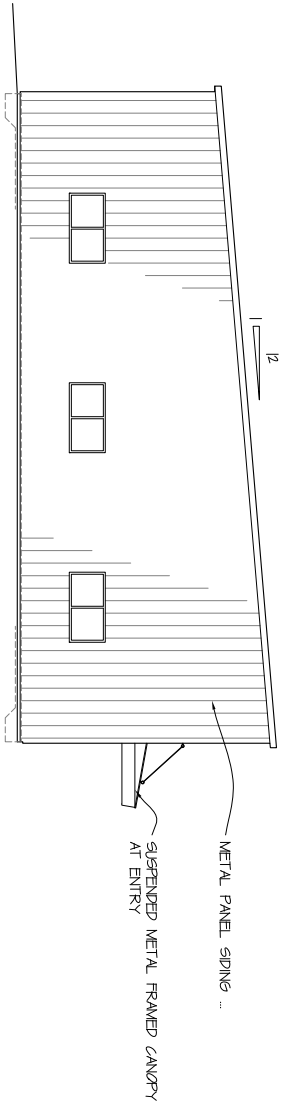
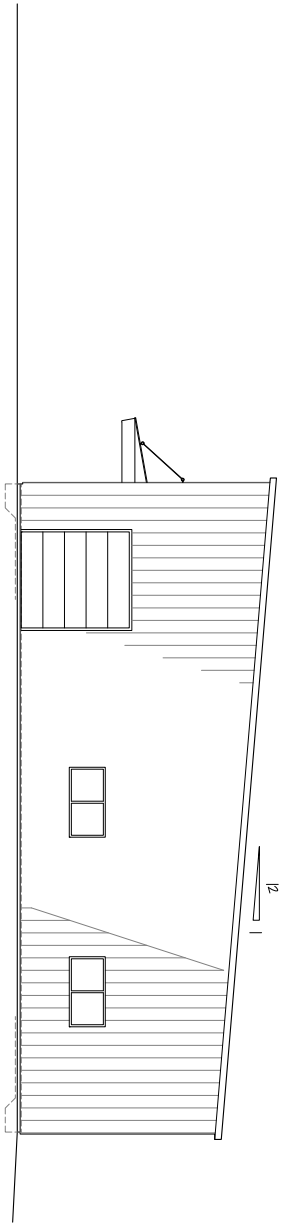


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arccentralinc@outlook.com

ROOF PLAN
&
DETAILS

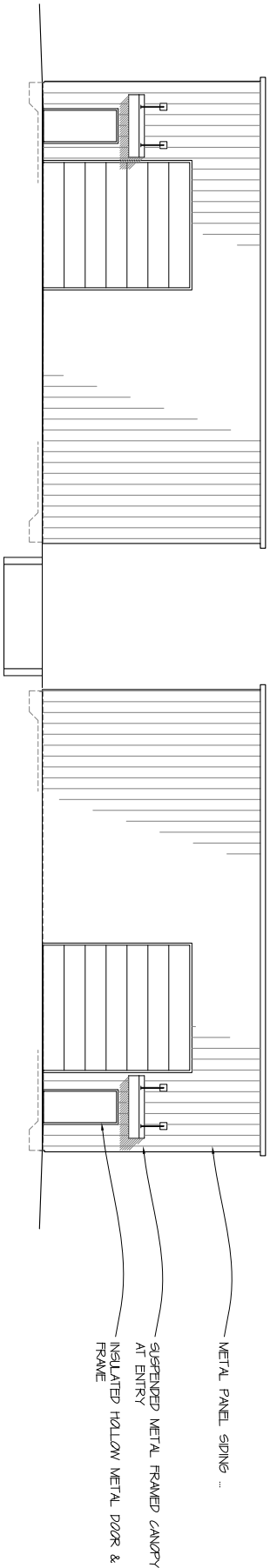
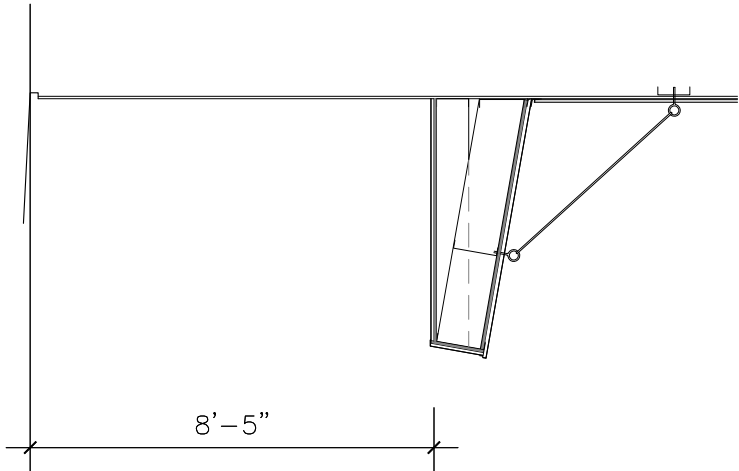
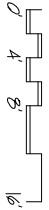
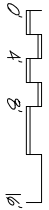
NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

REVISIONS		DATE	DATE
52821	DES. DEV.	10/20/2021	10/20/2021
52821	CONST. DOCS.	10/20/2021	10/20/2021
52821	APPROVAL	10/20/2021	10/20/2021
52821	REV. 1	10/20/2021	10/20/2021

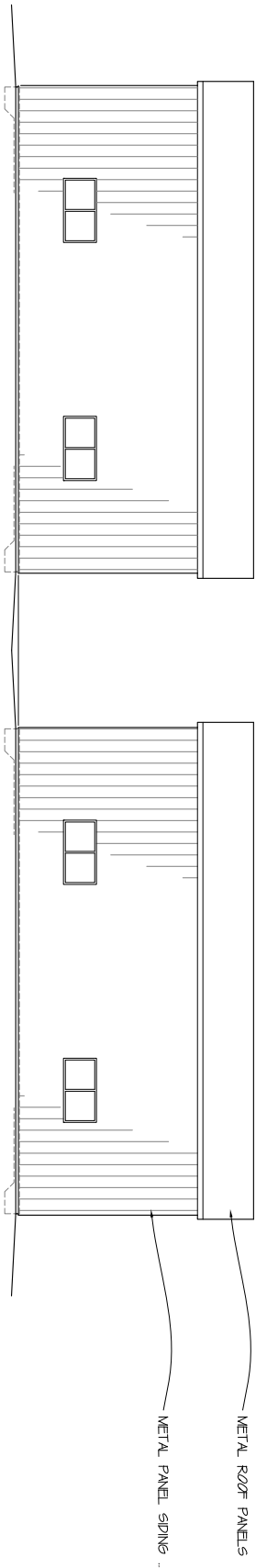


1 EXTERIOR BUILDING ELEVATION, south
A201 SCALE: 1/8" = 1'-0"

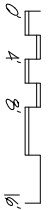
1 EXTERIOR BUILDING ELEVATION, north
A201 SCALE: 1/8" = 1'-0"



1 EXTERIOR BUILDING ELEVATION, west
A201 SCALE: 1/8" = 1'-0"



1 EXTERIOR BUILDING ELEVATION, east
A201 SCALE: 1/8" = 1'-0"



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EXTERIOR BUILDING
ELEVATIONS

NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

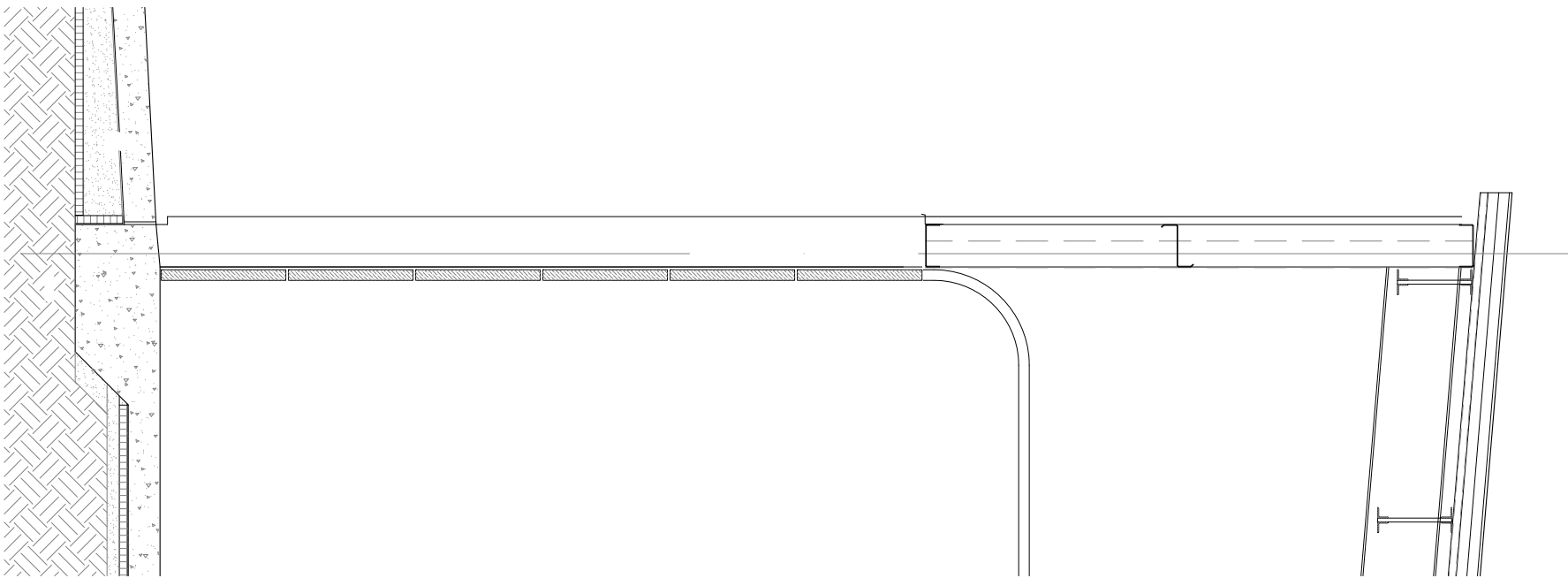
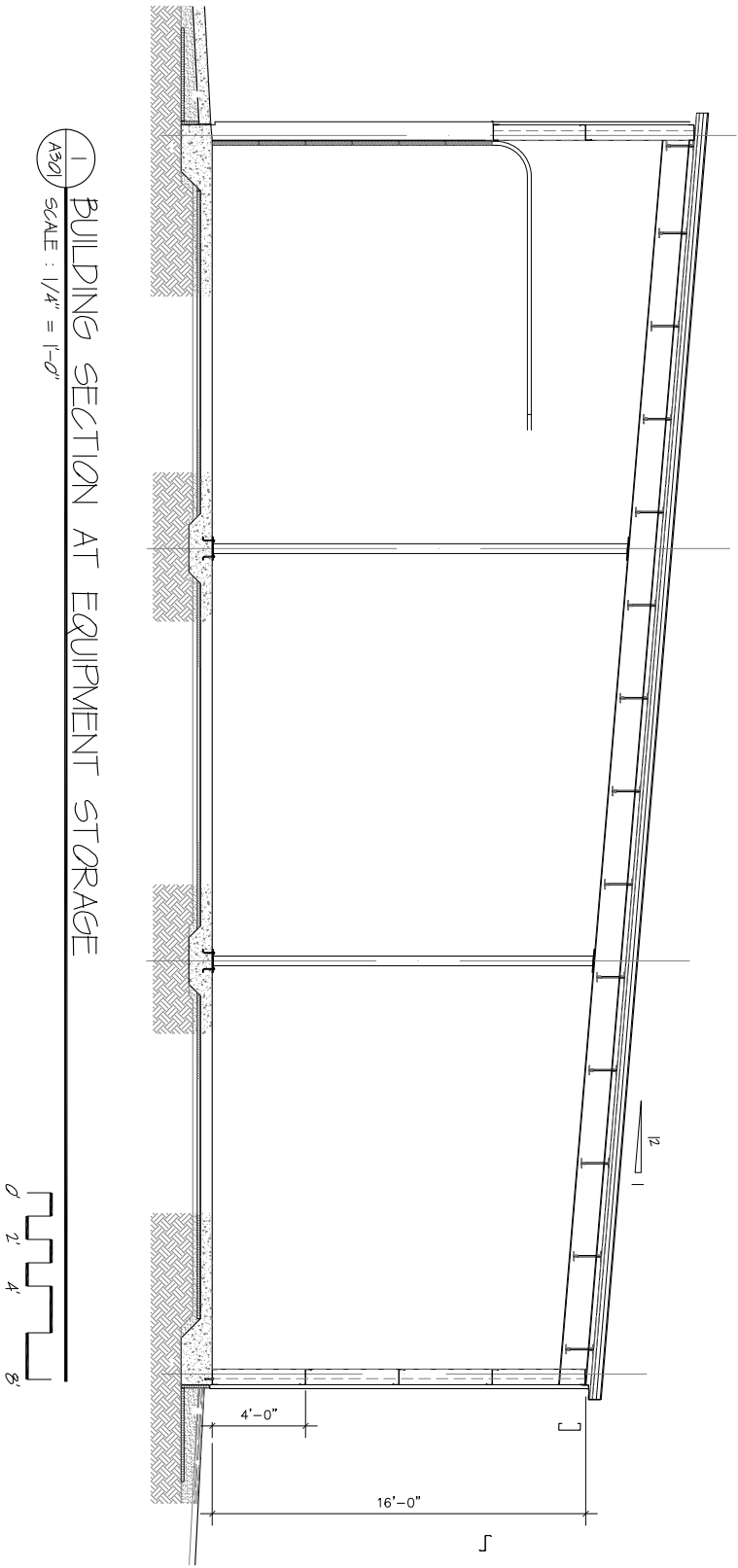
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DES. DEV.	date
CONST. DOC'S	date
APPROVAL	date
REV. 1	date
DATE	
MAY. 20, 2021	
PROJECT NO.	
22.051	



REVISIONS

SCHEM DES.	5/28/21
DES DEV.	date
CONST DOC'S	date
APPROVAL	date
REV 1	date

DATE	DATE
MAY, 20, 2021	
PROJECT NO.	
21 0218	





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BUILDING SECTIONS
&
CONSTRUCTION DETAILS

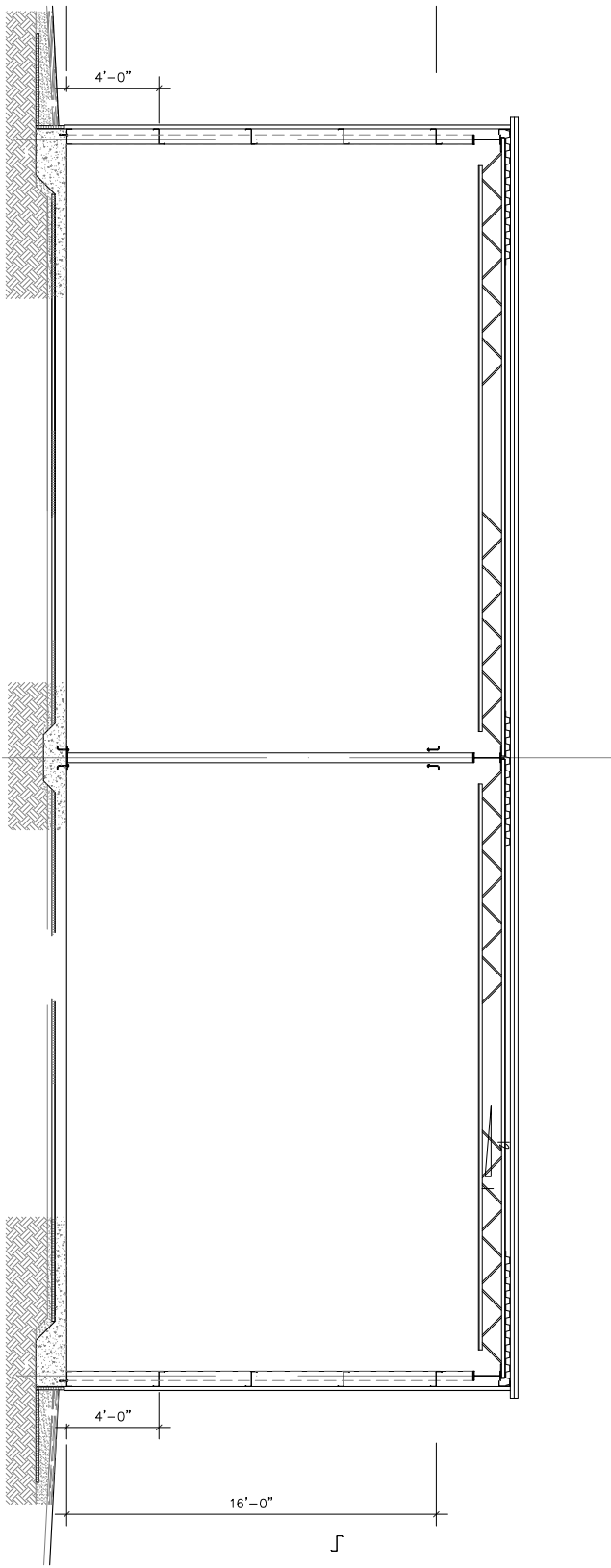
NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

REVISIONS

SCHEM DES.	52821
DES DEV.	date
CONST DOC'S	date
APPROVAL	date
REV 1	date

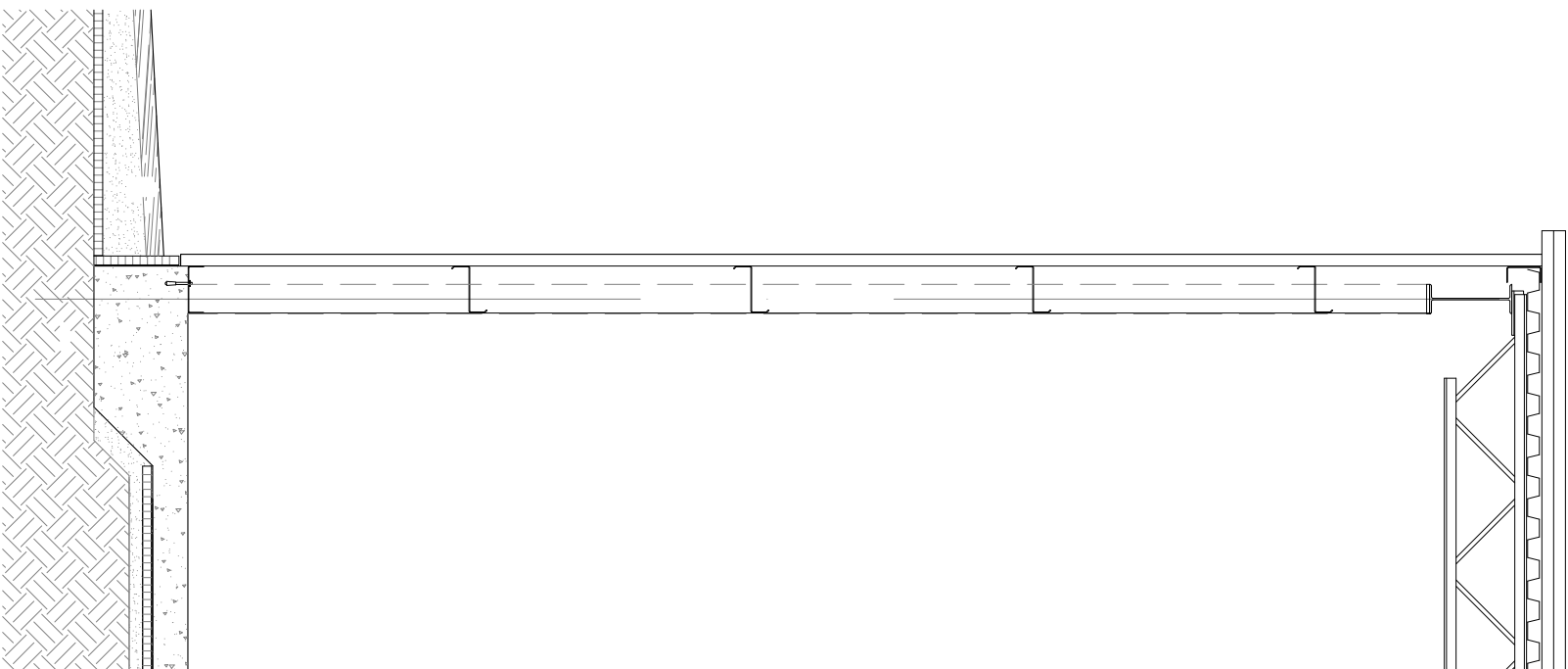
DATE	MAY, 20, 2021
PROJECT NO	21 028

A302



1 BUILDING SECTION AT EQUIPMENT STORAGE

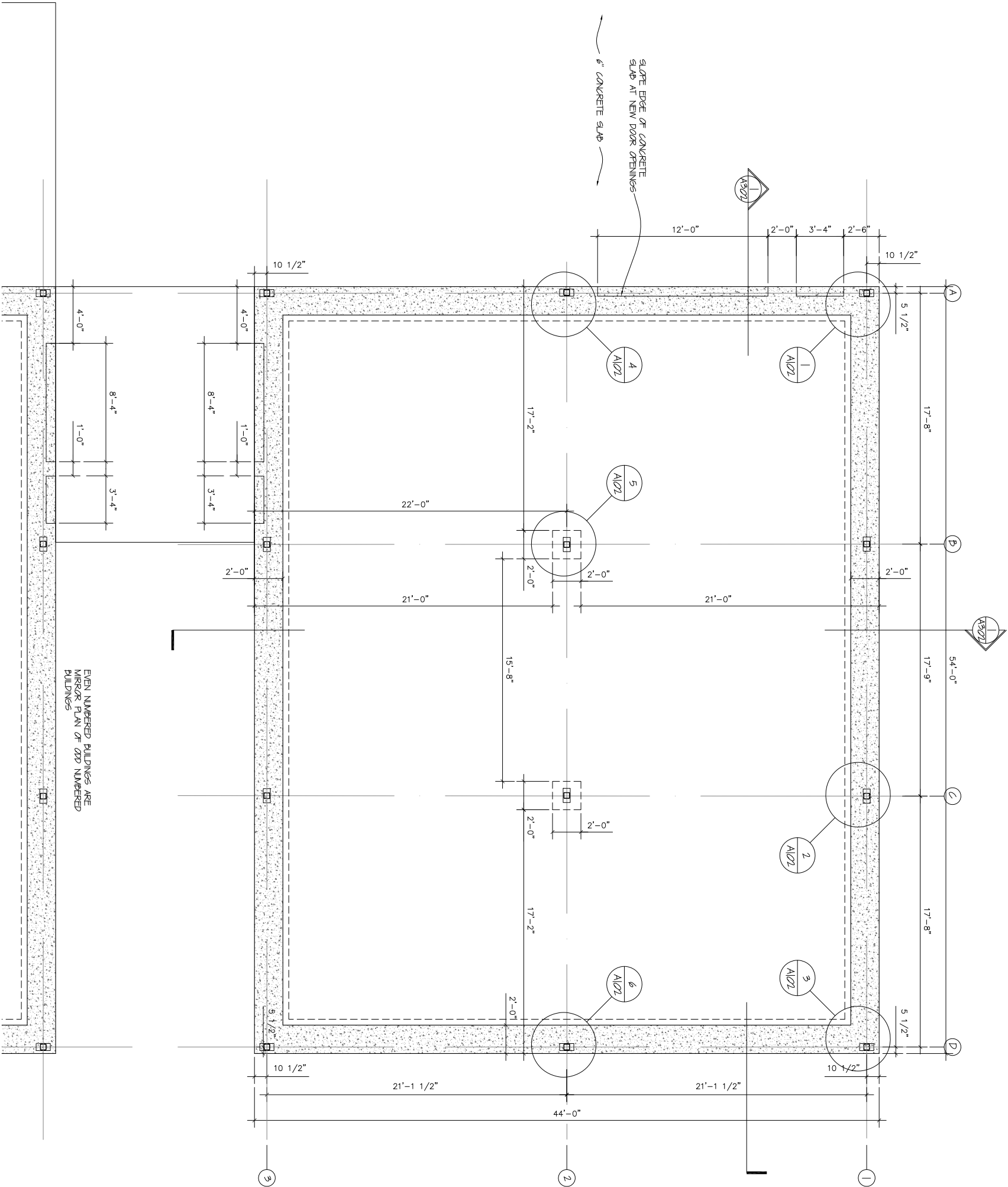
A301/ SCALE : 1/4" = 1'-0"



1 WALL SECTION

A301/ SCALE : 3/4" = 1'-0"





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



ALL CAST-IN-PLACE CONCRETE SLABS FOOTINGS AND GRADE BEAMS SHALL BE MIXED TO ACHIEVE A COMPRESSIVE STRENGTH 4000 PSI MINIMUM, AND SHALL BE AIR ENTRAINED.

CONCRETE MIX SHALL CONTAIN FIBRILLATED FIBERWEIGH REINFORCING, 15 LBS PER CUBIC YARD.

NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

FIRE AREA
PLAN

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FOOTING &
FOUNDATION DETAILS

NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

REVISIONS

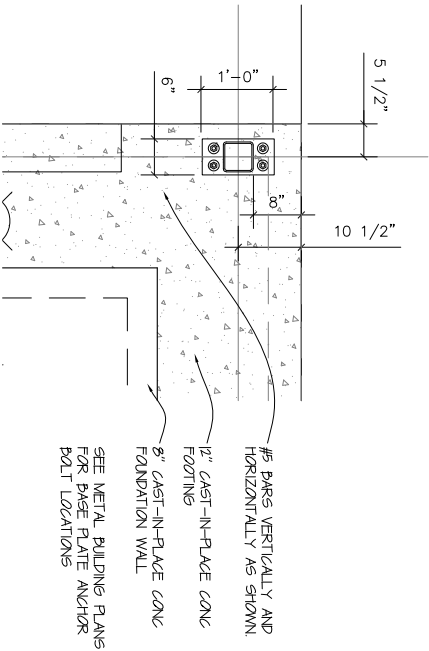
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APPROVAL	date
REV 1	date

DATE
NOV. 20, 2021

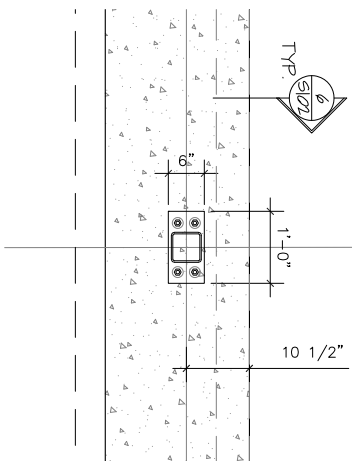
PROJECT NO
21 025

ALL CAST-IN-PLACE CONCRETE SLABS, FOOTINGS, AND GRADE BEAMS SHALL BE MIXED TO ACHIEVE A COMPRESSIVE STRENGTH 4000 PSI MINIMUM, AND SHALL BE AIR ENTRAINED.
CONCRETE MIX SHALL CONTAIN FIBRILLATED FIBERWEEST REINFORCING, 15 LBS PER CUBIC YARD.

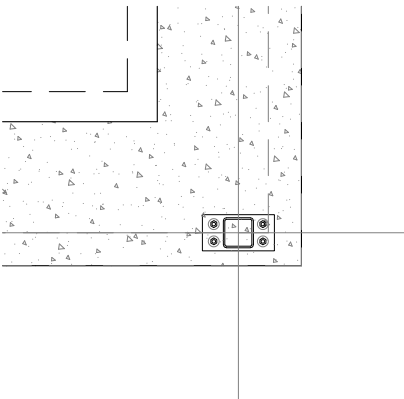
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SCALE : 3/8" = 1'-0" FOR 11"x17" SHEETS



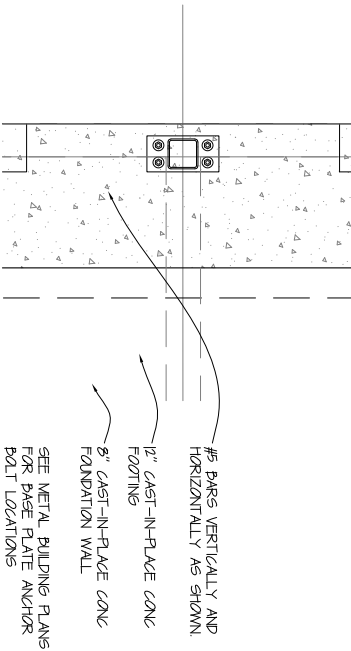
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S101 SCALE: 3/4" = 1'-0"
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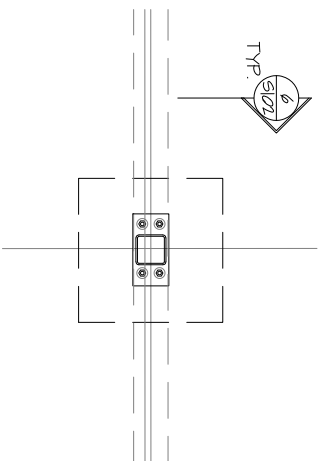
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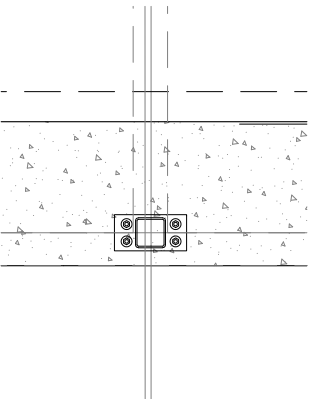
3 FOUNDATION DETAIL
S101 SCALE: 3/4" = 1'-0"
0' 6" 1" 2'



4 FOUNDATION DETAIL
S101 SCALE: 3/4" = 1'-0"
0' 6" 1" 2'



5 FOUNDATION DETAIL
S101 SCALE: 3/4" = 1'-0"
0' 6" 1" 2'



6 FOUNDATION DETAIL
S101 SCALE: 3/4" = 1'-0"
0' 6" 1" 2'



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STRUCTURAL STEEL
FRAMING PLAN

NEW STORAGE BUILDINGS
For
SUNRISE POINTE VENTURES LLC
1955 River Road
Junction City WI 54443

REVISIONS

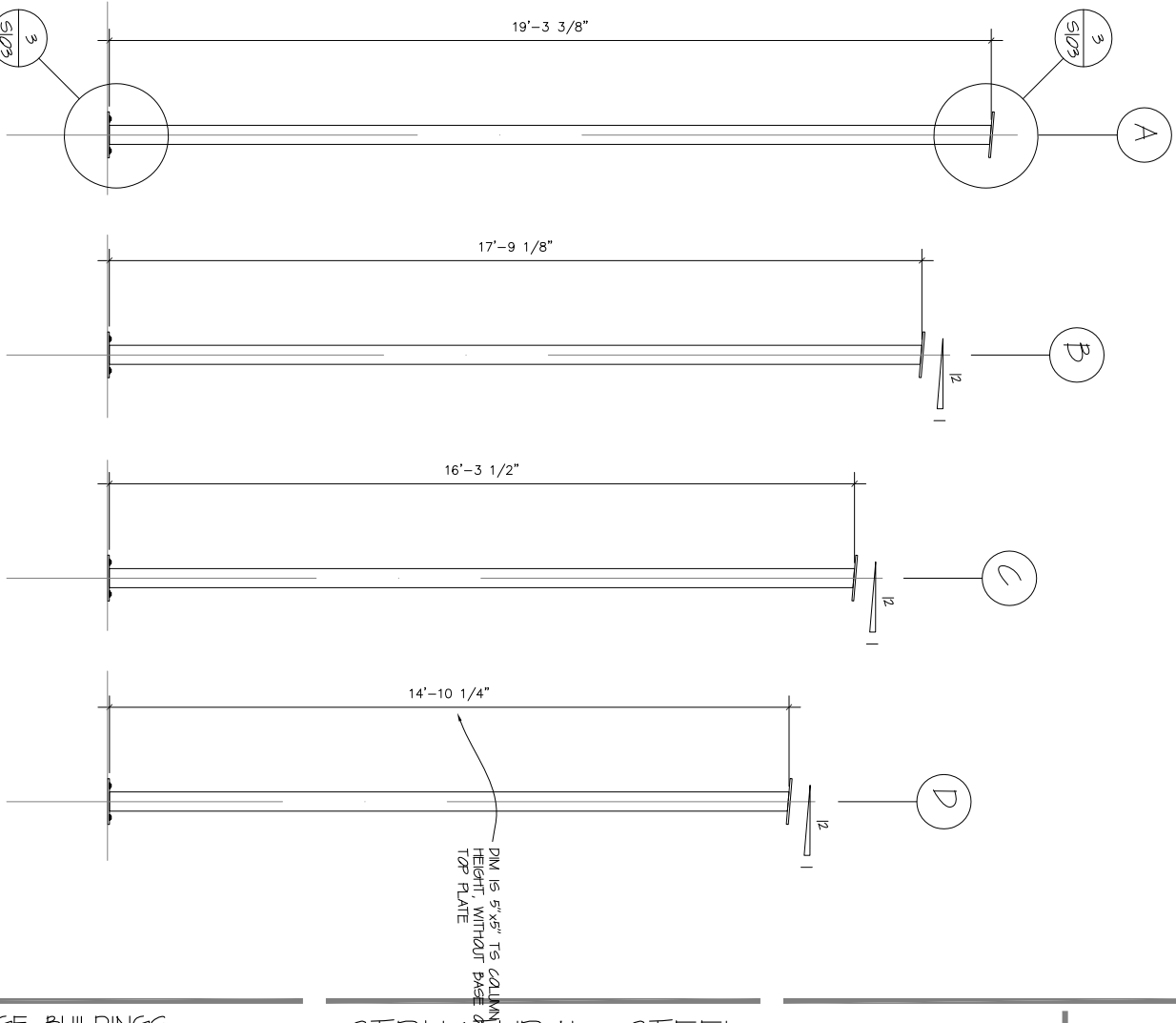
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date	DES DEV.
date	CONST DOC'S
date	APPROVAL
date	REV 1

DATE

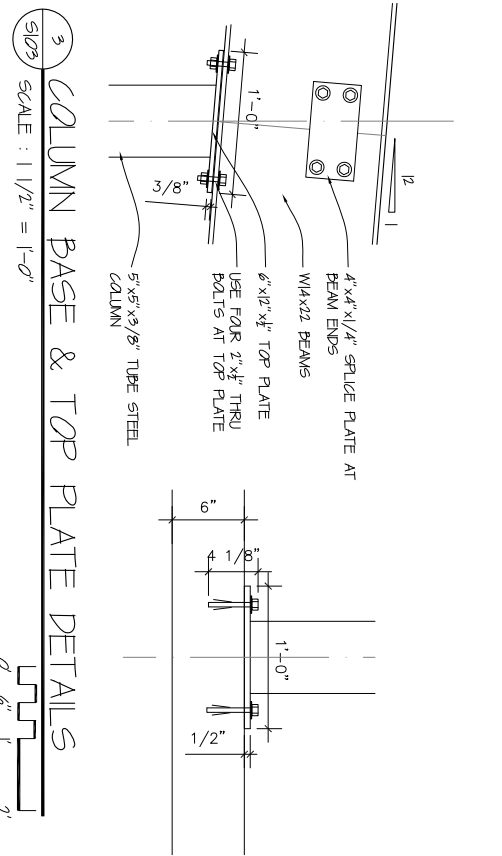
MAY 20, 2021

PROJECT NO

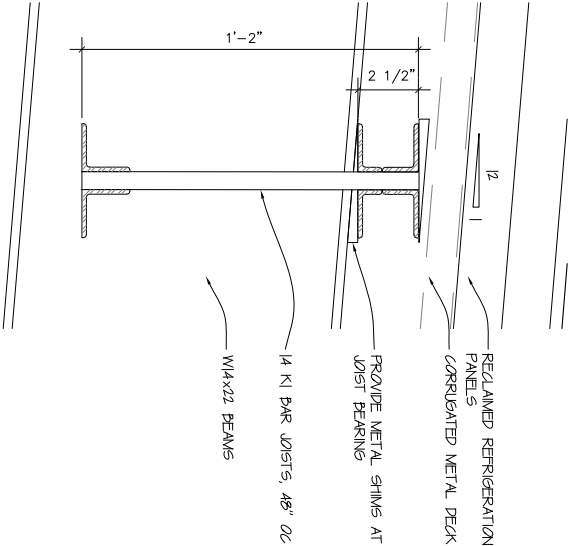
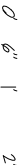
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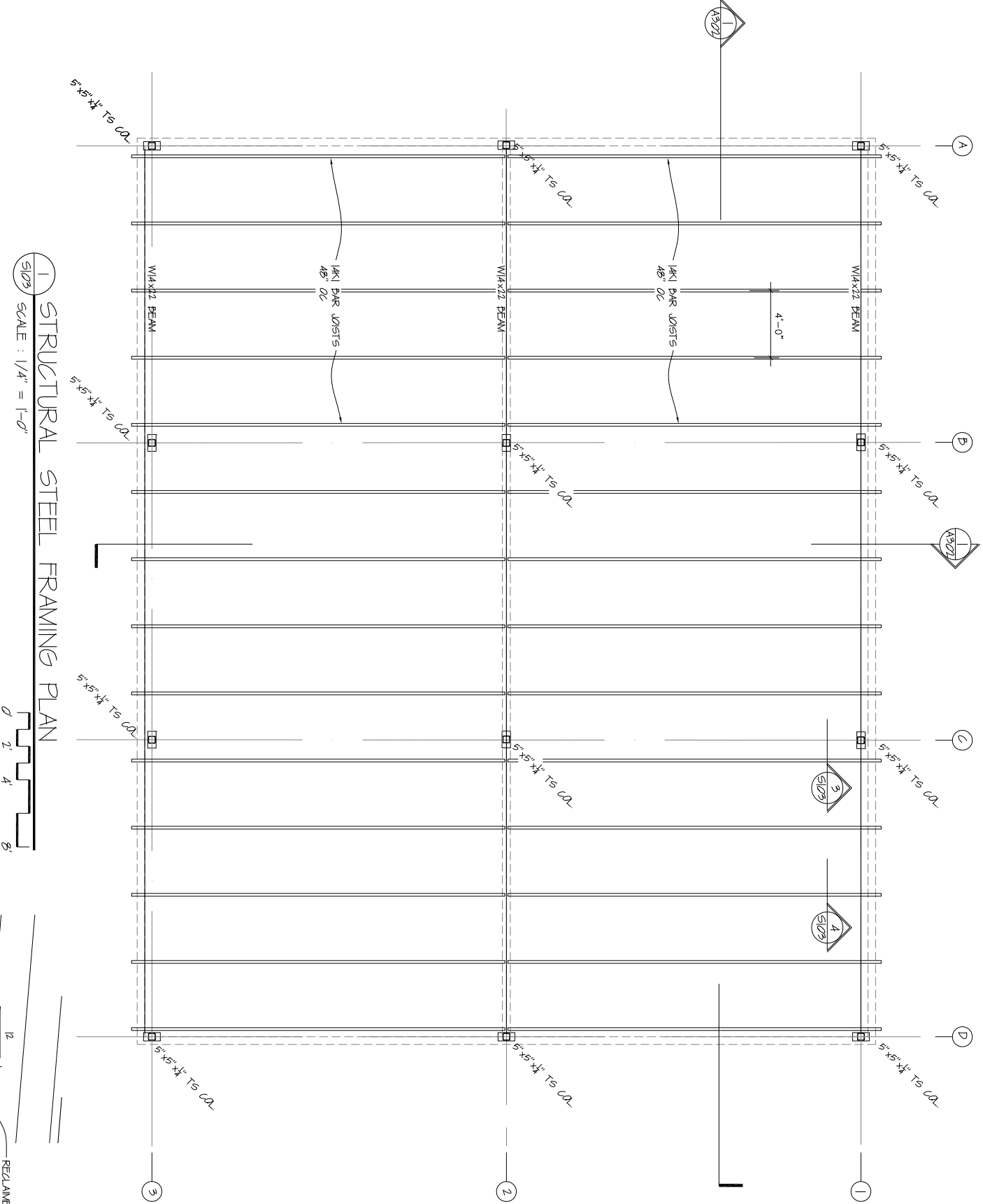
2 STRUCTURAL STEEL COL DETAILS
SCALE : 1/2" = 1'-0"



3 COLUMN BASE & TOP PLATE DETAILS
SCALE : 1 1/2" = 1'-0"



4 BAR JOIST BEARING DETAIL
SCALE : 3" = 1'-0"



1 STRUCTURAL STEEL FRAMING PLAN
SCALE : 1/4" = 1'-0"

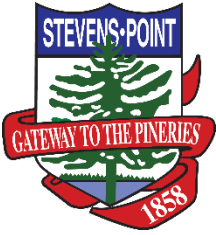












Memo

Chris Klesmith
Neighborhood Planner / Economic
Development Specialist

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
[715] 341-4171 | cklesmith@stevenspoint.com

To: City of Stevens Point Plan Commission
From: Chris Klesmith
CC: Ryan Kernosky
Date: 10/13/22
Subject: Downtown Business Improvement District – Implementation and Operating Plan

In 2020, Director Kernosky began coordinating meetings between business and property owners in Downtown Stevens Point to explore the purpose and impact of a Business Improvement District (BID) on long-term development goals and economic resiliency of the downtown. BIDs remain one of the most common tools used in Wisconsin to accelerate progress and provide stability to vibrant commercial and downtown districts. Due to the strain imposed on businesses by the COVID-19 pandemic, Director Kernosky paused these planning meetings.

Earlier in 2022, planning resumed as the economy rebounded. Members of the Stevens Point Alliance (the downtown business association), other property owners, and Community Development staff drafted the Implementation and Operating Plan before you. This operating plan generates a minimal levy (\$0.60/\$1,000 assessed value) which is strategically matched by funds from TID X to acquire additional resources from the Wisconsin Economic Development Corporation's (WEDC) Main Street program. **This levy does not affect property taxes collected on purely residential, non-profit owned, or manufacturing properties.** Maintaining an annual budget of at least \$70,000 makes the BID eligible to receive support from the WEDC valued at \$250,000 over the first three years. If used appropriately, this program will be leveraged to accomplish many long-range and short-term improvements to the district. This budget would be managed by a BID Board of Directors that represents a mix of business owners and property owners, a city alderperson and staff. Within the first year of the BID, City staff recommends the BID Board of Directors at least perform the following:

- Receive adequate training as determined by Community Development staff
- Consolidate the downtown's long-term planning documents to core objectives and action
- Generate a clear, concise position description for and hire a Business Improvement District Manager to be housed in the Community Development Department at the City of Stevens Point
- Review Main Street program requirements and prioritize services to be leveraged

Downtown businesses and property owners have been approached and invited to provide input in 2020 and again in 2022, with the most recent public engagement session taking place on Tuesday, October 4th, at Mid-State Technical College. Attendees identified that the BID should prioritize (1) improving the aesthetics of Downtown Stevens Point, (2) generating additional revenues for property maintenance and improvements, and (3) advocating for policy and ordinance amendments that resolve issues identified by property and business owners.

The BID planning committee is excited to bring this plan before you as an example of burgeoning public-private partnerships to accelerate progress in the City of Stevens Point.

Cheers,

Christopher Klesmith



2023 Business Improvement District Implementation & Operational Plan

10-12-2022

Downtown Business
Improvement District Plan

10/12/22



Accolades

BID Planning Committee

Mike Beacom
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Scott Gulan
Troy Hojnacki
Marc Christianson
Kathy Johnson
Ryan Kernosky
Christopher Klesmith

City of Stevens Point

Mayor: Mike Wiza
City Clerk: Kari Yenter
Comptroller: Corey Ladick
City Attorney: A. Logan Beveridge
City Assessor: Steve Shepro

Director of
Community Development: Ryan J. Kernosky

Alders: District 1 – Marc Christianson
District 2 – David Shorr
District 3 – Ginger Keymer
District 4 – Mykeerah Zarazua
District 5 – Meleesa Johnson, Council President
District 6 – Vacant
District 7 – Mary Kneebone
District 8 – Dean Shuda
District 9 – Polly Dalton
District 10 – Keely Fishler
District 11 – Shaun Morrow

Plan Commission: Mayor Mike Wiza, Chair
Alder Mary Kneebone
Dave Cooper
Mark Ilten
Pete Arntsen
Matthew Rice
Jeff Schuler

Additionally, the City would like to thank the City of De Pere, WI for the excellent template and reference for the creation of this document.

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I. Introduction

The City of Stevens Point and the Stevens Point Business Alliance, recognizing the importance the Historic Downtown Stevens Point Community plays into the economic and cultural success of our community, has put together this Business Improvement District (BID) implementation and operating plan for the year 2024. This BID operating plan is the initial step to the ultimate creation and management of the Downtown Stevens Point BID.

Wisconsin Act 184, established in 1984 (WI Stats. §66.1109) enabled cities to establish Business Improvement Districts (BID) upon the petition of at least one property owner within the proposed district. The purpose of WI Act 184, is to “allow businesses within those proposed district(s) to develop, manage, and promote the districts and to establish an assessment method to fund these activities.” This operating plan is consistent with the requirements set forth in WI Stats. §66.1109(f), and a legal opinion of the City Attorney is included in Appendix A.

The proposed BID includes 259 parcels with a total BID value of \$35,686.86. The proposed boundaries include The Wisconsin River, Portage Street, Division Street, and Ellis Street/Arlington Place. Of the 259 parcels, 121 are tax exempt or are used for residential purposes. Of the remaining 138 properties, the BID value is assessed at \$0.60 for every \$1,000.00 in total value of the parcel. The map for the proposed district boundaries is further described in Appendix B, and information on each parcel classification is listed in Appendix C.

A. Purpose of the BID

The intent of the Stevens Point Business Improvement District Operating Plan is that the work described in this plan will be performed through the volunteer-run Stevens Point Alliance with assistance from the Stevens Point Department of Community Development. Business Improvement Districts are quite similar to traditional special assessments where property owners are assessed for improvements or services that benefit them. However, unlike traditional special assessments, Business Improvement District assessments can be utilized to finance a wide range of activities, improvements, and services. The purpose of this BID is to enhance the viability of historic Downtown Stevens Point through additional economic development and activity.

The property owners who have petitioned the City for the creation of this BID believe this is the most efficient way to accomplish the goals and objectives identified in the City's Comprehensive Plan and the Downtown Targeted Area Master Plan.

Development of the District through creation of the BID is proposed as a result of:

1. The BID allows partnering with private property owners within the District to work together with the City in development and subsequent improvement of the economic health and vitality of the District.
2. The City has no additional public monies for promotion and marketing of the District. By promoting and marketing the District through District monies, residents, tourists, and others will provide additional economic activity of the businesses with the District.



3. The funding and financing of improvements, promotion, and marketing of the District outlined within this plan provides equitable and fair assessments to property owners within the District to help with the implementation of this plan.
4. Utilization of this District and the implementation of the plan will fulfill District improvements projects identified in the City's Comprehensive Plan and Downtown Targeted Area Master Plan.

II. Development Plans

The main objective of the BID is to improve the social, economic, and physical environment of Historic Downtown Stevens Point and the surrounding business areas that are impacted by the economic vitality of the area. Additionally, and arguably the most critical to the success of the BID, this plan is intended to unite businesses, organizations, and local government through collaboration and partnership to achieve the main objective discussed earlier.

A. Goals for the District Development

Goals for the District development as identified by local businesses, building owners, and the City in the Downtown

1. Recertify the City's Downtown as a Wisconsin Economic Development Corporation "[Main Street Community](#)" community ([2005 Comprehensive Plan](#), pg. 145).
2. Encourage, revise, and promote the City's façade improvement grant program ([2005 Comprehensive Plan](#), pg. 122).
3. Assist, with help from CREATE Portage County and others, continued maintenance and implementation of a wall mural program in the Downtown ([2005 Comprehensive Plan](#), pg. 122).
4. Enhance the District by placemaking and embracing the City's heritage through historic markers and monuments ([2005 Comprehensive Plan](#), pg. 121).
5. Promote, with assistance from the City, unique business development, expansion, and relocation to the District through managed events and marketing ([2005 Comprehensive Plan](#), pg. 145).
6. Continue to encourage Downtown Revitalization through partnerships and cooperation ([2005 Comprehensive Plan](#), pg. 164).
7. Promote, manage, and elevate Stevens Point Cultural Events that occur downtown ([2005 Comprehensive Plan](#), Appendix F of said document).
8. Reconnect the Wisconsin River with Downtown (2020 Downtown Targeted Area Master Plan, pg. 32).
9. Explore expanded use of Pfiffner Building: weddings/rental space, upgrades to kitchen/ catering space, winter events/ice rink/warming house (2020 Downtown Targeted Area Master Plan, pg. 32).
10. Widen sidewalks and add landscaping (2020 Downtown Targeted Area Master Plan, pg. 32).
11. Connect City Square to Wisconsin River via pedestrian-activated crossing signals (2020 Downtown Targeted Area Master Plan, pg. 35).

12. Implement street tree and terrace enhancements (2020 Downtown Targeted Area Master Plan, pg. 35).

B. Plan of Action

The first full year of the operation of the BID is critical for the future success of the District. The first year will include the following action items:

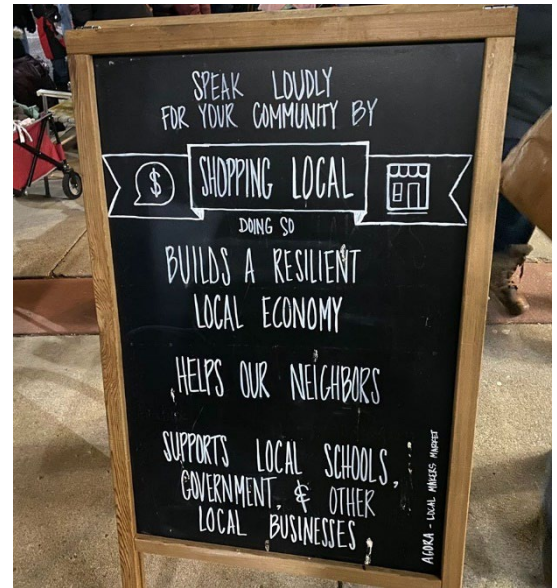
1. Organize the BID Board and better learn the process and implementation of the BID Operation Plan.
2. Identify adequate training resources for incoming BID Board members.
3. Develop and implement a plan and budget for the coming year and beyond for the District based on the financial expectations from assessments and its priority of needs, and the City's planned improvements during the same period. The City recommends hiring a BID manager to execute this plan and grow BID finances.
4. Work with the City, businesses, and property owners within the District to improve the use of the façade grant improvement program and the Central Wisconsin Economic Development Fund Inc., and identify grant programs to construct for the BID, including property maintenance funds.
5. Develop a cohesive marketing and promotional plan to attract residents and visitors to District businesses and the District as a whole that complements the Stevens Point Alliance marketing strategy.
6. Work with CREATE Portage County and others in promoting beautification and art related projects within the District. This includes murals, trash cans, flower bed placements and maintenance and other areas/objects that may require additional beautification and placemaking.
7. Work with the City and explore other opportunities to develop maintenance practices for the District, specifically for public spaces, in which both parties understand expectations and responsibilities relating to the maintenance of the District year-round.
8. With assistance from the City, implement enhancements as determined appropriate from the City's Comprehensive Plan and Downtown Targeted Area Master Plan.



C. Benefits

Money collected from the BID under this Operating Plan will be spent exclusively within the District for the benefit of the District, and used to:

1. Help the tenants and existing businesses in the District become stronger and more economically resilient by:
 - a. Promoting the District through a wide-variety of platforms and programs, with focus on business promotion.
 - b. Managing events that drive traffic into the District and the businesses within the District and increase revenues for the district.
 - c. In conjunction with the City, creating a space inclusive of all modes and styles of transportation to further expand upon the economic activity of the District.
2. Increase the value of property within the District by:
 - a. Improving the physical District through promotion of the façade grant program, street scape improvements, and others.
 - b. Increase the demand for space by new businesses that see the successes of the BID and wish to locate within the District.
 - c. Continuing to make the District a financially and economically resilient place.
3. Assist District property owners in securing and retention of tenants by:
 - a. Assisting property owners and tenants in the District in partnering with City Government through consultation and formal and informal interaction with City staff and officials.
 - b. Assisting property owners in retaining existing tenants by providing programs and services that help businesses to thrive. Implement in conjunction with the City, projects identified in the Downtown Targeted Area Master Plan and City's Comprehensive Plan that will improve tenant retention.
 - c. Assisting property owners in recruiting new businesses to the District and reducing new vacancies.



D. Annual Review

The BID law requires the Operating Plan to be presented annually to Stevens Point's City Council for approval. To comply with the Wis. Stats. §66.1109 (3) (b), the following process for the approval of the annual Operating Plan will be as follows:

1. A joint strategy session of representatives from the BID Board and the City will meet annually and will be responsible for developing the objectives of the Operating Plan for the next plan year.
2. The Operating Plan will be drafted by the BID Board based on comments by the City Council.

3. The BID Board will review the proposed Operating Plan and make recommendations to the City Council.
4. The City Council will act on the proposed Operating Plan for the following plan year.
5. Appointment of new BID Board members will be made 30 days prior to the expiration of outgoing BID Board members terms. This appointment is made by the Mayor and approved by the City Council.

It is anticipated that the BID Board will continue to revise and develop the Operating Plan annually in response to changing development needs and opportunities in the District. As a part of this review, the BID Board will analyze the benefits of the BID to the property owners and the community and based on this analysis, determine if it is appropriate to continue the BID.

The method of assessment shall not be altered unless a meeting of all District property owners assessed under the BID has been held to discuss such changes, except with the approval of the City of Stevens Point City Council. This special meeting will be published as a Class 2 Notice, a copy of which will be mailed to each property owner in the District.

E. Relationship to Plan for Orderly Development of the City

According to Wisconsin Statutes Section 66.1109 (1)(f)(4), the Operating Plan is required to specify how the creation of a BID promotes the orderly development of the City. The BID will encourage commerce, increase business activity, and subsequently economic vitality within the District. Orderly development is consistent with the City's Comprehensive Plan and Downtown Targeted Area Master Plan.

F. Powers

The BID Board shall have all powers authorized by law and this Operating Plan, including, but not limited to, the following powers:

1. To manage the affairs of the District.
2. To promote new investment and appreciation in value of existing investments in the District.
3. To contract on behalf of the BID when necessary to implement the Operating Plan.
4. To develop, advertise and promote the existing and potential benefits of the District.
5. To annually consider and make changes to the Operating Plan.
6. To apply for, accept and use grants and gifts for these purposes.
7. To elect officers and contract out work as necessary to achieve its goals.



G. Budget

Funds collected through BID assessments shall be used to pay for this Operating Plan in order to implement a sustainable Business Improvement District for the City of Stevens Point.

Estimated Assessment Income¹: \$35,686.86

Estimated BID Expenses: \$35,686.86

Estimated expenditures of the BID are included in Appendix D. Members of the BID Planning Committee recommend that up to \$60,000 of funds be allocated to hiring a BID Manager to provide the professional services required to achieve the goals and objectives set forth in this document. All physical improvements made with the remainder of these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board but shall be for the benefit of the District. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following Operating Plan year.

A Capital Reserve Account may be created to set aside a specific amount of the District's assessment or reserve to be set aside. This account would be for long-term capital needs and projects that may require extraordinary funding during a given budget year.

Existing funds currently managed by the Stevens Point Alliance, Inc. will be transferred to the BID for management.

H. Public Review Process

Wis. Stats. §66.1109 establishes a specific process for reviewing and approving proposed Districts. All of the statutory requirements to create the BID shall be followed. Key components include:

- Petition the City to establish the BID
- Publish class 2 notice of petition
- Develop the Operating Plan
- Mail Operating Plan to all affected property owners
- Hold a public hearing



¹ Est. Assessment Income based on an increase of \$0.50 per \$1,000 of assessment.

III. District Boundaries

A photo is below, a full photo with legal description is included in Appendix B.



IV. BID Organization and Operating Board

A. BID Board Structure

The Board's responsibility will be to implement the current year Operating Plan. The Board must also prepare an annual report and audit and submit it to the City Council of the City of Stevens Point. The Board may also enter into contracts; monitor development activity and ensure the compliance with the provisions of applicable statutes and regulations as necessary.

- I. The BID shall be comprised of seven (7) voting members appointed by the Mayor of Stevens Point and confirmed by the City Council. Said members shall comprise of the following:
 - Two (2) real property owners within the District that do not own or operate a business within the District.
 - Two (2) real property owners within the District that also operate a business within the District.
 - Two (2) business owners within the District that do not own any real property within the District
 - One (1) Alderperson representing the 1st Aldermanic District
 - The Director of Community Development or their designee shall serve as an ex-officio non-voting member of the Board.

The BID Planning Committee recommends that BID Board members represent a variety of industries, ages, sexes, races, and ethnicities. As such, the Committee recommends that the Mayor appoint BID Board members reflect diversity identified in Appendix I.

- II. Term appointments will be for a period of two (2) years on staggered terms each ending December 31st of the year of expiration. The initial term of the BID Board should be the following:

- Three (3) members of property owners or business tenants shall be appointed for three years.

- Three (3) members of property owners or business tenants shall be appointed for two years.
- Alderperson that represents the property within the District shall be appointed for two years.
- Professional staff members shall be appointed for one year.

III. BID Board Members are a volunteer organization and shall not receive any compensation. Proper onboarding and training will be prepared for Board Members and delivered following their confirmation and prior to starting their term. If a Board Member become absent or fail to fulfill their duty to the BID during their term, the Mayor may ask that they resign.

B. Meetings

All meetings of the BID Board shall be conducted in accordance to the Wisconsin Open Meeting Law, WI Stats. §19.48. Minutes will be recorded and submitted to the City Clerk and the BID Board. Files and records of the BID Board's affairs shall be kept pursuant to public record requirements.

Officers of the BID Board shall appoint a Chairman, Treasurer, and Secretary on a yearly basis. Any two of the three executives shall have the authority to execute documents on behalf of the BID Board, only for purposes authorized by the full BID Board, including the authorization for writing of checks and executing contracts.

V. Financing Method

The expenditures outlined in the budget will be financed with funds collected from the BID assessment. Monies collected from the BID assessment will also be used in accordance with the Operating Plan.

In the inaugural year of the BID, the City will provide the BID \$70,000 to accelerate management and improvement of the BID. The City will continue to provide \$35,000 per year for the following four (4) years to maintain adequate staff funding and create new revenue streams for the BID.

VI. Special Assessment Methodology

A. Assessed Parcels

All taxable property used for commercial purposes as well as those taxed by the state as manufacturing in the District boundary will be assessed. Properties used exclusively for residential purposes will not be taxed in accordance with BID law. Mixed-use properties containing both commercial and residential uses will be fully assessed. Properties serving manufacturing purposes will be fully assessed. Property exempt from paying real estate taxes or owned by government agencies will not be assessed consistent with BID law.

B. Levy of Assessment

Special assessments under this Operating Plan will be levied, through adoption of this Operating Plan by the City of Stevens Point against each taxable property within the District, in the amount shown on the assessment schedule, which is attached in Appendix E.

The 2022 rates as shown in Appendix E show a scale of rates per \$1,000.00 of assessed value. Parcels are assessed by legal entity (i.e. Multiple parcels owned by one legal entity are used as a total). Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of Stevens Point Assessor, as of January 1, 2022. Assessments are based per parcel and legal ownership. If a single legal entity owns more than one parcel, the values are combined.

The logic behind the assessment methodology is that each non-exempt parcel owner should pay for district developments in proportion to benefits derived.



C. Schedule of Assessments

Appendix E provides a schedule of assessments for 2022 for all non-exempt parcels in the District based on the formula described above. For convenience, a schedule of all nontaxable parcels exempt from BID assessments are identified in attached Appendix F.

D. Assessment Collection and Dispersal

The City of Stevens Point will bill all non-exempt parcel owners the assessed amount in the same manner as other special assessments. Unpaid assessments from this separate billing will be included as special assessments levied as a separate line item on the real estate tax bill for each parcel. The City shall then turn over all collected funds to the BID Board for distribution in accordance with the Operating Plan by the 15th day of the month following such collection. All BID assessments shown on the real estate tax bill are due and owed in full with the first installment of taxes and shall carry the same penalties if not paid.

The City of Stevens Point shall hold funds collected for BID assessments in a separate account. Any BID assessments collected by the City before or after the plan year for which the assessments were made are to be used by the BID Board in a manner as if received during the applicable plan year. This provision is to govern BID assessments prepaid prior to the applicable Operating Plan year and/or late payments made after the Operating Plan year.

The BID Board will prepare and make available to the public and City Council annual reports describing the current status of the BID, including expenditures and revenues, when it submits its annual Operating Plan to the City for the following year. Disbursement of BID funds will be made in accordance to the approved Operating Plan and budget. At the end of the fiscal year, an independent certified audit shall be obtained by the BID Board.

This section shall be sufficient instruction to the City to disburse the BID assessment, without necessity of an additional disbursement agreement, disbursement method, or accounting method. Disbursements made under this Operating Plan shall be shown in the City's budget as a line item. Other than as specified herein, the disbursement procedures shall follow standard City disbursement policy.

E. Annual Report

An annual report prepared by the BID Board is required by section 66.1109(3)(c) of the Wisconsin Statutes. The report shall include the required audit. The BID shall be responsible for the payment of any funds specified for the BID Audit and related to BID activities for said BID audit. The BID Board will continue to review, revise and develop the Operating Plan annually in response to changing development needs within the District.

VII. City Role in District Operations

The City of Stevens Point is committed to helping owners and occupants in the District promote the objectives outlined in this Operating Plan, while maintaining autonomy in the preparation of its annual budget. The City has made significant annual investments in the District for maintenance, economic investments, infrastructure, and others. The City will continue providing services, capital improvements, funds for maintenance, the Facade Grant Program, Revolving Loan Fund Program and promoting economic development within the District. The City of Stevens Point will also commit to the following:

1. Encourage County, State and Federal Governments to support activities of the District, including application for grants and other non-BID revenue monies for projects, infrastructure, and economic investments.
2. Collect assessments and maintain a segregated account.
3. Provide disbursement of BID funds to service providers in accordance with the Operating Plan and budget.
4. Obtain and review annual audits as required per WI Stats. §66.1109(3)(c)
5. Provide a separate monthly financial statement to the BID Board.
6. Review annual audits as required by WI Stats. §66.1109(3)(e) of the BID Law.
7. Provide to the BID Board no later than September 1st each plan year, the official City records on assessed value for each tax parcel within the District as of that date in each Operating Plan year, for the purpose of calculating the BID assessment.
8. Adopt this Operating Plan in the manner required by the BID Law.
9. Appoint and confirm new BID Board members as required by BID Law.



VIII. Required Statements

The BID Law requires that the Operating Plan include specific statements.

66.1109(1)(f)(1) The special assessment method applicable to the business improvement district.

The special assessment method is set forth in Section VI.

66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed. The District will not contain property used exclusively for manufacturing purposes.

66.1109(1)(f)(2) The kind, number and location of all proposed expenditures within the business improvement district. The number and location of proposed expenditures is set forth in Section II(G) of this document.

66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred. The method of financing the estimated expenditures is set forth in Section V.

66.1109(1)(f)(4) A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan. Please refer to Section II (A, B, C and E).

66.1109(1)(f)(5): A legal opinion that subds. 1. to 4. have been complied with. A legal opinion from Attorney A. Logan Beveridge, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109(1)(f)(1-4) is attached as Appendix A.

IX. Severability and Expansion

The Business Improvement District has been created under the authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of the BID Law or this Operating Plan unconstitutional, it will not invalidate or terminate the BID. The Operating Plan will be amended to conform to the law without need of re-establishment. Should any legislature amend the statute to narrow or broaden the purposes of a BID so as to exclude or include as assessable properties a certain class or classes of properties, then this Operating Plan may be amended by the City Council of the City of Stevens Point when it conducts its annual budget approval, without any necessity to undertake any other act. If it is determined by a court or administrative body that a parcel of property is not subject to general real estate taxes and may not be included in the District, then such parcels shall be excluded from the definition of the District.

All of the above is specifically authorized under Section 66.1109(3)(b) of the BID Law.

X. Measures of Success

Success of the BID is determined by several factors; the satisfaction of those who create it and control it, the expansion and retention of businesses, events and promotions that bring people to the District, and the overall health and economic viability of the District. Measurement of success can occur on a yearly basis, but should have extensive focus on the long-term implications, success and opportunities of the District. Those implications, successes, and opportunities can be obtained through surveys, questionnaires, and other data gathering practices. On a yearly basis, the BID Board and the City should review various measures of success to ensure that the guiding principals within this Operating Plan are being met, that the businesses and property owners within the BID are successful and sufficiently happy with the operation of the BID, and that the City is benefitting from the BID.

Additional measurers of success should include the following 'pillars' to be included in yearly reports on and of the BID:

1. The goals and objectives identified within Section II(A) are being met, or incremental steps are being taken to ensure those goals and objectives are being met on a yearly basis.
2. Business recruitment, expansion and retention as a result of the BID as measured by commercial vacancy rates, case studies of business expansion, and number of annual new business starts. The City's ability to directly correlate said recruitment, expansion and retention because of the services that the BID offers.
3. Residential vacancy and rental rates within the BID.
4. Another way to measure BID success is by the growth in value of private property in the District. Quantifiable valuation measures are calculated annually to measure success over time.



Appendix A: City Attorney Opinion

October 20, 2022

**RE: 2023 Business Improvement District Implementation & Operational Plan –
Required Attorney Statement Under Wis. Stats. § 66.1109(1)(f)(5)**

As attorney for the City of Stevens Point, I hereby certify that the 2023 Business Improvement District Implementation & Operational Plan (the “BID Plan”) complies with the requirements of Wis. Stats. § 66.1109(1)(f)(1) – (4). Specifically, I have confirmed that the following statements taken from the BID Plan are accurate:

66.1109(1)(f)(1) The special assessment method applicable to the business improvement district. The special assessment method is set forth in Section VI.

66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed. The District will not contain property used exclusively for manufacturing purposes.

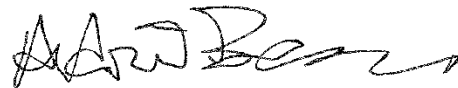
66.1109(1)(f)(2) The kind, number and location of all proposed expenditures within the business improvement district. The number and location of proposed expenditures is set forth in Section II(G) of this document.

66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred. The method of financing the estimated expenditures is set forth in Section V.

66.1109(1)(f)(4) A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan. Please refer to Section II (A, B, C and E).

66.1109(1)(f)(5): A legal opinion that subds. 1. to 4. have been complied with. A legal opinion from Attorney A. Logan Beveridge, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109(1)(f)(1-4) is attached as Appendix A.

Sincerely,



ANDREW LOGAN BEVERIDGE
City Attorney

Appendix B: Map of Proposed BID



Appendix C: BID Parcel Information & Classification

Government/Tax-Exempt		Residential, Exempt	Non-Exempt
-----------------------	--	---------------------	------------

PIN	Site_addr
281240832202020	0 ARLINGTON PL STEVENS POINT WI 54481
281240832201931	1466 WATER ST STEVENS POINT WI 54481
281240832202021	1016 ARLINGTON PL STEVENS POINT WI 54481
281240832202018	1475 WATER ST STEVENS POINT WI 54481
281240832202048	0 WATER ST STEVENS POINT WI 54481
281240832202013	1455 WATER ST STEVENS POINT WI 54481
281240832201935	0 WATER ST STEVENS POINT WI 54481
281240832202301	0 STRONGS AVE STEVENS POINT WI 54481
281240832202030	0 STRONGS AVE STEVENS POINT WI 54481
281240832202031	1101 ELLIS ST STEVENS POINT WI 54481
281240832202038	0 ELLIS ST STEVENS POINT WI 54481
281240832101507	1508 ELLIS ST STEVENS POINT WI 54481
281240832101506	1500 ELLIS ST STEVENS POINT WI 54481
281240832202405	0 ELLIS ST STEVENS POINT WI 54481
281240832202006	0 THIRD ST STEVENS POINT WI 54481
281240832101504	1409 PINE ST STEVENS POINT WI 54481
281240832101503	1501 CLARK ST STEVENS POINT WI 54481
281240832202401	1249 CLARK ST STEVENS POINT WI 54481
281240832202406	1421 STRONGS AVE STEVENS POINT WI 54481
281240832202503	1408 STRONGS AVE STEVENS POINT WI 54481
281240832202001	1059 CLARK ST STEVENS POINT WI 54481
281240832202005	1001 CLARK ST STEVENS POINT WI 54481
281240832201901	945 CLARK ST STEVENS POINT WI 54481
281240832201902	925 CLARK ST STEVENS POINT WI 54481
281240832201904	901 CLARK ST STEVENS POINT WI 54481
281240832201401	841 CLARK ST STEVENS POINT WI 54481
281240832201413	833 CLARK ST STEVENS POINT WI 54481
281240832201412	817 CLARK ST STEVENS POINT WI 54481
281240832201411	0 SECOND ST STEVENS POINT WI 54481
281240832292709	0 CLARK ST STEVENS POINT WI 54481
281240832201817	1346 THIRD ST STEVENS POINT WI 54481
281240832201705	0 CLARK ST STEVENS POINT WI 54481
281240832201818	1338 THIRD ST STEVENS POINT WI 54481
281240832201703	0 CLARK ST STEVENS POINT WI 54481
281240832201819	0 THIRD ST STEVENS POINT WI 54481
281240832201825	1343 SECOND ST STEVENS POINT WI 54481
281240832201716	1342 SECOND ST STEVENS POINT WI 54481
281240832201820	0 THIRD ST STEVENS POINT WI 54481
281240832100623	1532 CLARK ST STEVENS POINT WI 54481
281240832100624	1540 CLARK ST STEVENS POINT WI 54481
281240832201821	0 THIRD ST STEVENS POINT WI 54481
281240832202633	1332 STRONGS AVE STEVENS POINT WI 54481

281240832201714	1324 SECOND ST STEVENS POINT WI 54481
281240832100616	1408 CLARK ST STEVENS POINT WI 54481
281240832100617	1416 CLARK ST STEVENS POINT WI 54481
281240832100620	1508 CLARK ST STEVENS POINT WI 54481
281240832202707	1323 STRONGS AVE STEVENS POINT WI 54481
281240832201823	1314 THIRD ST STEVENS POINT WI 54481
281240832202706	1201 MAIN ST STEVENS POINT WI 54481
281240832202601	1141 MAIN ST STEVENS POINT WI 54481
281240832202639	1125 MAIN ST STEVENS POINT WI 54481
281240832202653	1105 MAIN ST STEVENS POINT WI 54481
281240832202610	1059 MAIN ST STEVENS POINT WI 54481
281240832201805	913 MAIN ST STEVENS POINT WI 54481
281240832100602	1517 MAIN ST STEVENS POINT WI 54481
281240832100601	1525 MAIN ST STEVENS POINT WI 54481
281240832201218	601 MAIN ST STEVENS POINT WI 54481
281240832201208	0 CLARK ST STEVENS POINT WI 54481
281240832101611	0 CENTERPOINT DR STEVENS POINT WI 54481
281240832201607	820 MAIN ST STEVENS POINT WI 54481
281240832201529	912 MAIN ST STEVENS POINT WI 54481
281240832201526	968 MAIN ST STEVENS POINT WI 54481
281240832202920	1008 MAIN ST STEVENS POINT WI 54481
281240832202919	1000 MAIN ST STEVENS POINT WI 54481
281240832201608	1232 SECOND ST STEVENS POINT WI 54481
281240832201605	804 MAIN ST STEVENS POINT WI 54481
281240832201604	800 MAIN ST STEVENS POINT WI 54481
281240832201527	1236 THIRD ST STEVENS POINT WI 54481
281240832202816	1308 MAIN ST STEVENS POINT WI 54481
281240832202931	1140 MAIN ST STEVENS POINT WI 54481
281240832202930	1136 MAIN ST STEVENS POINT WI 54481
281240832202928	1108 MAIN ST STEVENS POINT WI 54481
281240832202924	1044 MAIN ST STEVENS POINT WI 54481
281240832202923	1040 MAIN ST STEVENS POINT WI 54481
281240832202921	1016 MAIN ST STEVENS POINT WI 54481
281240832101610	0 CENTERPOINT DR STEVENS POINT WI 54481
281240832100511	0 MAIN ST STEVENS POINT WI 54481
281240832201618	832 MAIN ST STEVENS POINT WI 54481
281240832201110	0 WATER ST STEVENS POINT WI 54481
281240832201603	1201 WATER ST STEVENS POINT WI 54481
281240832100513	0 SMITH ST STEVENS POINT WI 54481
281240832202802	0 COLLEGE CT STEVENS POINT WI 54481
281240832202803	1317 COLLEGE CT STEVENS POINT WI 54481
281240832203138	0 COLLEGE CT STEVENS POINT WI 54481
281240832202961	1101 CENTERPOINT DR STEVENS POINT WI 54481
281240832203128	1108 SMITH ST STEVENS POINT WI 54481
281240832202970	1117 CENTERPOINT DR STEVENS POINT WI 54481
281240832203103	1309 BRIGGS CT STEVENS POINT WI 54481
281240832203101	1100 SMITH ST STEVENS POINT WI 54481
281240832200116	1043 UNION ST STEVENS POINT WI 54481
281240832200115	1035 UNION ST STEVENS POINT WI 54481

281240832200126	1336 BRIGGS CT STEVENS POINT WI 54481
281240832200205	0 UNION ST STEVENS POINT WI 54481
281240832200113	1017 UNION ST STEVENS POINT WI 54481
281240832200206	1008 UNION ST STEVENS POINT WI 54481
281240832200112	1009 UNION ST STEVENS POINT WI 54481
281240832200130	1016 SMITH ST STEVENS POINT WI 54481
281240832200709	0 PORTAGE ST STEVENS POINT WI 54481
281240832200708	0 PORTAGE ST STEVENS POINT WI 54481
281240832200707	0 PORTAGE ST STEVENS POINT WI 54481
281240832200706	617 PORTAGE ST STEVENS POINT WI 54481
281240832200705	625 PORTAGE ST STEVENS POINT WI 54481
281240832200704	633 PORTAGE ST STEVENS POINT WI 54481
281240832200703	641 PORTAGE ST STEVENS POINT WI 54481
281240832200702	649 PORTAGE ST STEVENS POINT WI 54481
281240832200701	657 PORTAGE ST STEVENS POINT WI 54481
281240832200601	1004 FIRST ST STEVENS POINT WI 54481
281240832200602	1020 FIRST ST STEVENS POINT WI 54481
281240832200605	701 PORTAGE ST STEVENS POINT WI 54481
281240832200501	0 PORTAGE ST STEVENS POINT WI 54481
281240832200201	1000 UNION ST STEVENS POINT WI 54481
281240832200109	1225 PORTAGE ST STEVENS POINT WI 54481
281240832200107	1241 PORTAGE ST STEVENS POINT WI 54481
281240832200105	1257 PORTAGE ST STEVENS POINT WI 54481
281240832200103	1309 PORTAGE ST STEVENS POINT WI 54481
281240832200101	1325 PORTAGE ST STEVENS POINT WI 54481
281240832201911	924 ARLINGTON PL STEVENS POINT WI 54481
281240832201912	0 WATER ST STEVENS POINT WI 54481
281240832202019	1479 WATER ST STEVENS POINT WI 54481
281240832202022	1024 ARLINGTON PL STEVENS POINT WI 54481
281240832202017	0 WATER ST STEVENS POINT WI 54481
281240832202033	0 WATER ST STEVENS POINT WI 54481
281240832202015	0 WATER ST STEVENS POINT WI 54481
281240832202014	1459 WATER ST STEVENS POINT WI 54481
281240832201933	1450 WATER ST STEVENS POINT WI 54481
281240832202052	1462 STRONGS AVE STEVENS POINT WI 54481
281240832202053	1039 ELLIS ST STEVENS POINT WI 54481
281240832202039	0 ELLIS ST STEVENS POINT WI 54481
2.81241E+14	0 WATER ST STEVENS POINT WI 54481
281240832201930	0 SECOND ST STEVENS POINT WI 54481
281240832202040	0 ELLIS ST STEVENS POINT WI 54481
281240832202041	0 ELLIS ST STEVENS POINT WI 54481
281240832201926	0 THIRD ST STEVENS POINT WI 54481
281240832201905	0 SECOND ST STEVENS POINT WI 54481
281240832201927	1410 THIRD ST STEVENS POINT WI 54481
281240832202042	1007 ELLIS ST STEVENS POINT WI 54481
281240832101510	1410 ROGERS ST STEVENS POINT WI 54481
281240832202002	1045 CLARK ST STEVENS POINT WI 54481
281240832202003	1025 CLARK ST STEVENS POINT WI 54481

281240832202004	1009 CLARK ST STEVENS POINT WI 54481
281240832201903	0 CLARK ST STEVENS POINT WI 54481
281240832201307	0 CLARK ST STEVENS POINT WI 54481
281240832201306	0 WATER ST STEVENS POINT WI 54481
281240831100599	WEST CLARK ST STEVENS POINT WI 54481
281240832202632	1140 CLARK ST STEVENS POINT WI 54481
281240832201715	1338 SECOND ST STEVENS POINT WI 54481
281240832201815	920 CLARK ST STEVENS POINT WI 54481
281240832202629	0 CLARK ST STEVENS POINT WI 54481
281240832201822	0 THIRD ST STEVENS POINT WI 54481
281240832201816	924 CLARK ST STEVENS POINT WI 54481
281240832201713	835 MAIN ST STEVENS POINT WI 54481
281240832201709	831 MAIN ST STEVENS POINT WI 54481
281240832201712	0 CLARK ST STEVENS POINT WI 54481
281240832201702	800 CLARK ST STEVENS POINT WI 54481
281240832100618	1424 CLARK ST STEVENS POINT WI 54481
281240832100619	1500 CLARK ST STEVENS POINT WI 54481
281240832202708	1329 STRONGS AVE STEVENS POINT WI 54481
281240832100621	1516 CLARK ST STEVENS POINT WI 54481
281240832202630	1132 CLARK ST STEVENS POINT WI 54481
281240832100622	1524 CLARK ST STEVENS POINT WI 54481
281240832100625	1310 ROGERS ST STEVENS POINT WI 54481
281240832201808	1321 SECOND ST STEVENS POINT WI 54481
281240832201807	1317 SECOND ST STEVENS POINT WI 54481
281240832201806	1313 SECOND ST STEVENS POINT WI 54481
281240832202718	1265 MAIN ST STEVENS POINT WI 54481
281240832202703	1257 MAIN ST STEVENS POINT WI 54481
281240832202704	1245 MAIN ST STEVENS POINT WI 54481
281240832202637	1137 MAIN ST STEVENS POINT WI 54481
281240832202638	1129 MAIN ST STEVENS POINT WI 54481
281240832202606	1121 MAIN ST STEVENS POINT WI 54481
281240832202609	1101 MAIN ST STEVENS POINT WI 54481
281240832202611	1055 MAIN ST STEVENS POINT WI 54481
281240832202652	1035 MAIN ST STEVENS POINT WI 54481
281240832202651	1001 MAIN ST STEVENS POINT WI 54481
281240832201803	927 MAIN ST STEVENS POINT WI 54481
281240832100628	1305 MAIN ST STEVENS POINT WI 54481
281240832201804	921 MAIN ST STEVENS POINT WI 54481
281240832100605	0 MAIN ST STEVENS POINT WI 54481
281240832201701	823 MAIN ST STEVENS POINT WI 54481
281240832100604	1417 MAIN ST STEVENS POINT WI 54481
281240832100603	1501 MAIN ST STEVENS POINT WI 54481
281240832201220	0 MAIN ST STEVENS POINT WI 54481
281240832201523	0 MAIN ST STEVENS POINT WI 54481
281240832201510	1225 SECOND ST STEVENS POINT WI 54481
281240832201606	812 MAIN ST STEVENS POINT WI 54481
281240832202815	1300 MAIN ST STEVENS POINT WI 54481
281240832202932	1148 MAIN ST STEVENS POINT WI 54481
281240832201528	956 MAIN ST STEVENS POINT WI 54481
281240832201516	944 MAIN ST STEVENS POINT WI 54481

281240832201515	944 MAIN ST STEVENS POINT WI 54481
281240832201509	1221 SECOND ST STEVENS POINT WI 54481
281240832209999	0 MAIN ST STEVENS POINT WI 54481
281240832202922	1028 MAIN ST STEVENS POINT WI 54481
281240832202963	0 THIRD CT STEVENS POINT WI 54481
281240832202814	0 MAIN ST STEVENS POINT WI 54481
281240832100512	1416 MAIN ST STEVENS POINT WI 54481
281240832202939	1100 MAIN ST STEVENS POINT WI 54481
281240832201508	900 MAIN ST STEVENS POINT WI 54481
281240832202938	1052 MAIN ST STEVENS POINT WI 54481
281240832202967	0 THIRD ST STEVENS POINT WI 54481
281240832202817	1320 MAIN ST STEVENS POINT WI 54481
281240832201609	1220 SECOND ST STEVENS POINT WI 54481
281240832201111	0 MAIN ST STEVENS POINT WI 54481
281240832201524	0 THIRD ST STEVENS POINT WI 54481
281240832202818	0 CHURCH ST STEVENS POINT WI 54481
281240832202804	0 COLLEGE AVE STEVENS POINT WI 54481
281240832202801	0 COLLEGE CT STEVENS POINT WI 54481
281240832201522	1200 THIRD ST STEVENS POINT WI 54481
281240832201112	0 CROSBY AVE STEVENS POINT WI 54481
281240832203139	1300 COLLEGE CT STEVENS POINT WI 54481
281240832203137	1324 CENTERPOINT DR STEVENS POINT WI 54481
281240832202950	1200 MAIN ST STEVENS POINT WI 54481
281240832202969	0 MAIN ST STEVENS POINT WI 54481
281240832202972	0 STRONGS AVE STEVENS POINT WI 54481
281240832202971	0 THIRD ST STEVENS POINT WI 54481
281240832202964	1001 CENTERPOINT DR STEVENS POINT WI 54481
281240832203102	1317 BRIGGS CT STEVENS POINT WI 54481
281240832200207	1100 CENTERPOINT DR STEVENS POINT WI 54481
281240832200133	1328 BRIGGS CT STEVENS POINT WI 54481
281240832200507	1101 FIRST ST STEVENS POINT WI 54481
281240832200911	1111 CROSBY AVE STEVENS POINT WI 54481
281240832200137	1220 BRIGGS CT STEVENS POINT WI 54481
281240832200134	1026 SMITH ST STEVENS POINT WI 54481
281240832200712	1017 CROSBY AVE STEVENS POINT WI 54481
281240832200136	1300 BRIGGS CT STEVENS POINT WI 54481
281240832200910	1111 CROSBY AVE STEVENS POINT WI 54481
281240832200506	0 CENTERPOINT DR STEVENS POINT WI 54481
281240832200505	1009 FIRST ST STEVENS POINT WI 54481
281240832200502	801 PORTAGE ST STEVENS POINT WI 54481
281240832200302	1060 CENTERPOINT DR STEVENS POINT WI 54481
281240832200111	1001 UNION ST STEVENS POINT WI 54481
281240832200108	1233 PORTAGE ST STEVENS POINT WI 54481
281240832200106	1249 PORTAGE ST STEVENS POINT WI 54481
281240832200104	1301 PORTAGE ST STEVENS POINT WI 54481
281240832200135	1317 PORTAGE ST STEVENS POINT WI 54481
281240832200805	1200 CROSBY AVE STEVENS POINT WI 54481
281240830402204	0 CROSBY AVE STEVENS POINT WI 54481
281240832201809	1327 SECOND ST STEVENS POINT WI 54481
281240832201810	1331 SECOND ST STEVENS POINT WI 54481

281240832100711	1417 CHURCH ST STEVENS POINT WI 54481
281240832100710	0 CLARK ST STEVENS POINT WI 54481
281240832100709	1401 CLARK ST STEVENS POINT WI 54481
281240832201531	1205 SECOND ST STEVENS POINT WI 54481
281240832300264	ARLINGTON PL STEVENS POINT WI 54481
281240832200404	1001 SECOND ST STEVENS POINT WI 54481
281240832200423	
281240832200421	
281240832200420	
281240832202054	1443 WATER ST STEVENS POINT WI 54481
281240832202973	1124 MAIN ST STEVENS POINT WI 54481
281240832202974	
281240832200303	1020 CENTERPOINT DR STEVENS POINT WI 54481
281240832200304	1017 THIRD ST STEVENS POINT WI 54481
281240832200305	1009 PORTAGE ST STEVENS POINT WI 54481
281240832202646	1320 STRONGS AVE STEVENS POINT WI 54481
281240832201530	0 CROSBY AVE STEVENS POINT WI 54481
281240832200425	
281240832200424	1009 SECOND ST STEVENS POINT WI 54481
281240832201826	937 MAIN ST STEVENS POINT WI 54481

Appendix D: BID Expenditures and Revenue

Downtown Business Improvement District Operating Budget		
	2023 Budget	2023 Expended
Personnel	\$ 60,000.00	\$ -
Supplies	\$ -	\$ -
Marketing & Promotions	\$ -	\$ -
Property Programs	\$ -	\$ -
Total	\$ 60,000.00	\$ -

Downtown Business Improvement District Statement of Net Position		
	2023 Budget	Notes
Revenues		
Assessment Levy	\$ -	
TIF	\$ 70,000.00	
Non-Budgeted Revenue	\$ -	
Total Revenues	\$ 70,000.00	
Expenses		
Operating Expenses	\$ 60,000.00	
Capital Expenses	\$ -	
Total Expenses	\$ 60,000.00	
Net Position, Beginning	\$ -	
Restricted Funds	\$ -	
Excess Revenues Over Expenses	\$ 10,000.00	
Net Position, Ending	\$ 10,000.00	

Appendix E: Assessment Schedule for Taxable Parcels within the BID

PIN	Site_addr	BASE	\$0.60	.60 DIF
281240832202301	0 STRONGS AVE STEVENS POINT WI 54481	\$ 7,723.01	\$ 7,907.33	\$ 184.32
281240832202405	0 ELLIS ST STEVENS POINT WI 54481	\$ 1,573.76	\$ 1,611.32	\$ 37.56
281240832101503	1501 CLARK ST STEVENS POINT WI 54481	\$ 5,437.78	\$ 5,567.56	\$ 129.78
281240832202406	1421 STRONGS AVE STEVENS POINT WI 54481	\$ 116,503.79	\$ 119,284.31	\$ 2,780.52
281240832202503	1408 STRONGS AVE STEVENS POINT WI 54481	\$ 58,463.07	\$ 59,858.37	\$ 1,395.30
281240832202001	1059 CLARK ST STEVENS POINT WI 54481	\$ 4,437.21	\$ 4,543.11	\$ 105.90
281240832202005	1001 CLARK ST STEVENS POINT WI 54481	\$ 1,669.30	\$ 1,709.14	\$ 39.84
281240832201901	945 CLARK ST STEVENS POINT WI 54481	\$ 7,167.41	\$ 7,338.47	\$ 171.06
281240832201902	925 CLARK ST STEVENS POINT WI 54481	\$ 5,045.60	\$ 5,166.02	\$ 120.42
281240832201904	901 CLARK ST STEVENS POINT WI 54481	\$ 5,721.86	\$ 5,858.42	\$ 136.56
281240832201401	841 CLARK ST STEVENS POINT WI 54481	\$ 4,236.09	\$ 4,337.19	\$ 101.10
281240832201413	833 CLARK ST STEVENS POINT WI 54481	\$ 7,826.08	\$ 8,012.86	\$ 186.78
281240832201412	817 CLARK ST STEVENS POINT WI 54481	\$ 6,317.68	\$ 6,468.46	\$ 150.78
281240832201817	1346 THIRD ST STEVENS POINT WI 54481	\$ 3,416.53	\$ 3,498.07	\$ 81.54
281240832201705	0 CLARK ST STEVENS POINT WI 54481	\$ 248.89	\$ 254.83	\$ 5.94
281240832201818	1338 THIRD ST STEVENS POINT WI 54481	\$ 3,082.16	\$ 3,155.72	\$ 73.56
281240832201703	0 CLARK ST STEVENS POINT WI 54481	\$ 550.57	\$ 563.71	\$ 13.14
281240832201819	0 THIRD ST STEVENS POINT WI 54481	\$ 269.00	\$ 275.42	\$ 6.42
281240832201825	1343 SECOND ST STEVENS POINT WI 54481	\$ 6,833.05	\$ 6,996.13	\$ 163.08
281240832201716	1342 SECOND ST STEVENS POINT WI 54481	\$ 1,221.80	\$ 1,250.96	\$ 29.16
281240832201820	0 THIRD ST STEVENS POINT WI 54481	\$ 311.74	\$ 319.18	\$ 7.44
281240832201821	0 THIRD ST STEVENS POINT WI 54481	\$ 296.65	\$ 303.73	\$ 7.08
281240832202633	1332 STRONGS AVE STEVENS POINT WI 54481	\$ 2,209.81	\$ 2,262.55	\$ 52.74
281240832201714	1324 SECOND ST STEVENS POINT WI 54481	\$ 2,021.26	\$ 2,069.50	\$ 48.24
281240832202707	1323 STRONGS AVE STEVENS POINT WI 54481	\$ 472.63	\$ 483.91	\$ 11.28

281240832201823	1314 THIRD ST STEVENS POINT WI 54481	\$ 2,740.26	\$ 2,805.66	\$ 65.40
281240832202706	1201 MAIN ST STEVENS POINT WI 54481	\$ 8,361.56	\$ 8,561.12	\$ 199.56
281240832202601	1141 MAIN ST STEVENS POINT WI 54481	\$ 11,511.61	\$ 11,786.35	\$ 274.74
281240832202639	1125 MAIN ST STEVENS POINT WI 54481	\$ 3,476.86	\$ 3,559.84	\$ 82.98
281240832202653	1105 MAIN ST STEVENS POINT WI 54481	\$ 15,953.84	\$ 16,334.60	\$ 380.76
281240832202610	1059 MAIN ST STEVENS POINT WI 54481	\$ 3,936.92	\$ 4,030.88	\$ 93.96
281240832201805	913 MAIN ST STEVENS POINT WI 54481	\$ 4,112.90	\$ 4,211.06	\$ 98.16
281240832100602	1517 MAIN ST STEVENS POINT WI 54481	\$ 3,021.83	\$ 3,093.95	\$ 72.12
281240832100601	1525 MAIN ST STEVENS POINT WI 54481	\$ 7,403.73	\$ 7,580.43	\$ 176.70
281240832201218	601 MAIN ST STEVENS POINT WI 54481	\$ 60,534.61	\$ 61,979.35	\$ 1,444.74
281240832201607	820 MAIN ST STEVENS POINT WI 54481	\$ 8,628.05	\$ 8,833.97	\$ 205.92
281240832201529	912 MAIN ST STEVENS POINT WI 54481	\$ 11,325.57	\$ 11,595.87	\$ 270.30
281240832201526	968 MAIN ST STEVENS POINT WI 54481	\$ 1,976.00	\$ 2,023.16	\$ 47.16
281240832202920	1008 MAIN ST STEVENS POINT WI 54481	\$ 6,345.34	\$ 6,496.78	\$ 151.44
281240832202919	1000 MAIN ST STEVENS POINT WI 54481	\$ 6,936.13	\$ 7,101.67	\$ 165.54
281240832201608	1232 SECOND ST STEVENS POINT WI 54481	\$ 3,366.25	\$ 3,446.59	\$ 80.34
281240832201605	804 MAIN ST STEVENS POINT WI 54481	\$ 4,381.90	\$ 4,486.48	\$ 104.58
281240832201527	1236 THIRD ST STEVENS POINT WI 54481	\$ 852.25	\$ 872.59	\$ 20.34
281240832202816	1308 MAIN ST STEVENS POINT WI 54481	\$ 1,983.55	\$ 2,030.89	\$ 47.34
281240832202931	1140 MAIN ST STEVENS POINT WI 54481	\$ 8,786.43	\$ 8,996.13	\$ 209.70
281240832202930	1136 MAIN ST STEVENS POINT WI 54481	\$ 3,406.47	\$ 3,487.77	\$ 81.30
281240832202928	1108 MAIN ST STEVENS POINT WI 54481	\$ 3,672.95	\$ 3,760.61	\$ 87.66
281240832202924	1044 MAIN ST STEVENS POINT WI 54481	\$ 3,489.43	\$ 3,572.71	\$ 83.28
281240832202923	1040 MAIN ST STEVENS POINT WI 54481	\$ -	\$ -	\$ -
281240832202921	1016 MAIN ST STEVENS POINT WI 54481	\$ 10,920.82	\$ 11,181.46	\$ 260.64
281240832100511	0 MAIN ST STEVENS POINT WI 54481	\$ 4,301.45	\$ 4,404.11	\$ 102.66
281240832201618	832 MAIN ST STEVENS POINT WI 54481	\$ 6,031.09	\$ 6,175.03	\$ 143.94

281240832201110	0 WATER ST STEVENS POINT WI 54481	\$ 10,292.32	\$ 10,537.96	\$ 245.64
281240832201603	1201 WATER ST STEVENS POINT WI 54481	\$ 7,084.45	\$ 7,253.53	\$ 169.08
281240832202803	1317 COLLEGE CT STEVENS POINT WI 54481	\$ 7,179.98	\$ 7,351.34	\$ 171.36
281240832202970	1117 CENTERPOINT DR STEVENS POINT WI 54481	\$ 102,023.15	\$ 104,458.07	\$ 2,434.92
281240832200116	1043 UNION ST STEVENS POINT WI 54481	\$ 6,420.76	\$ 6,574.00	\$ 153.24
281240832200205	0 UNION ST STEVENS POINT WI 54481	\$ 982.97	\$ 1,006.43	\$ 23.46
281240832200206	1008 UNION ST STEVENS POINT WI 54481	\$ 2,498.92	\$ 2,558.56	\$ 59.64
281240832200601	1004 FIRST ST STEVENS POINT WI 54481	\$ 9,387.28	\$ 9,611.32	\$ 224.04
281240832200501	0 PORTAGE ST STEVENS POINT WI 54481	\$ 874.87	\$ 895.75	\$ 20.88
281240832200201	1000 UNION ST STEVENS POINT WI 54481	\$ 2,420.98	\$ 2,478.76	\$ 57.78
2.81241E+14	0 WATER ST STEVENS POINT WI 54481	\$ 1,478.23	\$ 1,513.51	\$ 35.28
281240832201927	1410 THIRD ST STEVENS POINT WI 54481	\$ 7,338.37	\$ 7,513.51	\$ 175.14
281240832202042	1007 ELLIS ST STEVENS POINT WI 54481	\$ 3,846.42	\$ 3,938.22	\$ 91.80
281240832201903	0 CLARK ST STEVENS POINT WI 54481	\$ 1,317.34	\$ 1,348.78	\$ 31.44
281240832202632	1140 CLARK ST STEVENS POINT WI 54481	\$ 7,348.42	\$ 7,523.80	\$ 175.38
281240832201715	1338 SECOND ST STEVENS POINT WI 54481	\$ 2,448.64	\$ 2,507.08	\$ 58.44
281240832201815	920 CLARK ST STEVENS POINT WI 54481	\$ 4,029.94	\$ 4,126.12	\$ 96.18
281240832201822	0 THIRD ST STEVENS POINT WI 54481	\$ 284.08	\$ 290.86	\$ 6.78
281240832201816	924 CLARK ST STEVENS POINT WI 54481	\$ 4,122.96	\$ 4,221.36	\$ 98.40
281240832201713	835 MAIN ST STEVENS POINT WI 54481	\$ 3,343.62	\$ 3,423.42	\$ 79.80
281240832201709	831 MAIN ST STEVENS POINT WI 54481	\$ 2,131.87	\$ 2,182.75	\$ 50.88
281240832201712	0 CLARK ST STEVENS POINT WI 54481	\$ 1,747.23	\$ 1,788.93	\$ 41.70
281240832201702	800 CLARK ST STEVENS POINT WI 54481	\$ 1,976.00	\$ 2,023.16	\$ 47.16
281240832202708	1329 STRONGS AVE STEVENS POINT WI 54481	\$ 1,131.30	\$ 1,158.30	\$ 27.00
281240832201808	1321 SECOND ST STEVENS POINT WI 54481	\$ 2,305.34	\$ 2,360.36	\$ 55.02
281240832201807	1317 SECOND ST STEVENS POINT WI 54481	\$ 1,681.87	\$ 1,722.01	\$ 40.14
281240832201806	1313 SECOND ST STEVENS POINT WI 54481	\$ 3,952.01	\$ 4,046.33	\$ 94.32

281240832202718	1265 MAIN ST STEVENS POINT WI 54481	\$ 98,397.96	\$ 100,746.36	\$ 2,348.40
281240832202703	1257 MAIN ST STEVENS POINT WI 54481	\$ 19,036.01	\$ 19,490.33	\$ 454.32
281240832202704	1245 MAIN ST STEVENS POINT WI 54481	\$ 42,383.53	\$ 43,395.07	\$ 1,011.54
281240832202637	1137 MAIN ST STEVENS POINT WI 54481	\$ 4,620.73	\$ 4,731.01	\$ 110.28
281240832202638	1129 MAIN ST STEVENS POINT WI 54481	\$ 3,869.05	\$ 3,961.39	\$ 92.34
281240832202606	1121 MAIN ST STEVENS POINT WI 54481	\$ 3,667.93	\$ 3,755.47	\$ 87.54
281240832202609	1101 MAIN ST STEVENS POINT WI 54481	\$ 5,706.78	\$ 5,842.98	\$ 136.20
281240832202611	1055 MAIN ST STEVENS POINT WI 54481	\$ 23,614.00	\$ 24,177.58	\$ 563.58
281240832202652	1035 MAIN ST STEVENS POINT WI 54481	\$ 9,711.58	\$ 9,943.36	\$ 231.78
281240832201803	927 MAIN ST STEVENS POINT WI 54481	\$ 6,249.80	\$ 6,398.96	\$ 149.16
281240832100628	1305 MAIN ST STEVENS POINT WI 54481	\$ 134,677.49	\$ 137,891.75	\$ 3,214.26
281240832201804	921 MAIN ST STEVENS POINT WI 54481	\$ 3,672.95	\$ 3,760.61	\$ 87.66
281240832100605	0 MAIN ST STEVENS POINT WI 54481	\$ 930.18	\$ 952.38	\$ 22.20
281240832201701	823 MAIN ST STEVENS POINT WI 54481	\$ 21,635.48	\$ 22,151.84	\$ 516.36
281240832100604	1417 MAIN ST STEVENS POINT WI 54481	\$ 6,812.94	\$ 6,975.54	\$ 162.60
281240832201510	1225 SECOND ST STEVENS POINT WI 54481	\$ 2,835.79	\$ 2,903.47	\$ 67.68
281240832201606	812 MAIN ST STEVENS POINT WI 54481	\$ 4,826.88	\$ 4,942.08	\$ 115.20
281240832202932	1148 MAIN ST STEVENS POINT WI 54481	\$ 6,136.67	\$ 6,283.13	\$ 146.46
281240832201528	956 MAIN ST STEVENS POINT WI 54481	\$ 21,607.83	\$ 22,123.53	\$ 515.70
281240832201516	944 MAIN ST STEVENS POINT WI 54481	\$ 1,573.76	\$ 1,611.32	\$ 37.56
281240832201515	944 MAIN ST STEVENS POINT WI 54481	\$ 1,179.07	\$ 1,207.21	\$ 28.14
281240832201509	1221 SECOND ST STEVENS POINT WI 54481	\$ 3,954.52	\$ 4,048.90	\$ 94.38
281240832202922	1028 MAIN ST STEVENS POINT WI 54481	\$ 6,737.52	\$ 6,898.32	\$ 160.80
281240832202963	0 THIRD CT STEVENS POINT WI 54481	\$ 203.63	\$ 208.49	\$ 4.86
281240832100512	1416 MAIN ST STEVENS POINT WI 54481	\$ 6,312.65	\$ 6,463.31	\$ 150.66
281240832202939	1100 MAIN ST STEVENS POINT WI 54481	\$ 2,332.99	\$ 2,388.67	\$ 55.68
281240832201508	900 MAIN ST STEVENS POINT WI 54481	\$ 6,041.14	\$ 6,185.32	\$ 144.18

281240832202938	1052 MAIN ST STEVENS POINT WI 54481	\$ 11,363.28	\$ 11,634.48	\$ 271.20
281240832202817	1320 MAIN ST STEVENS POINT WI 54481	\$ 27,555.95	\$ 28,213.61	\$ 657.66
281240832201609	1220 SECOND ST STEVENS POINT WI 54481	\$ 8,213.24	\$ 8,409.26	\$ 196.02
281240832201524	0 THIRD ST STEVENS POINT WI 54481	\$ 427.38	\$ 437.58	\$ 10.20
281240832202801	0 COLLEGE CT STEVENS POINT WI 54481	\$ 4,379.39	\$ 4,483.91	\$ 104.52
281240832201522	1200 THIRD ST STEVENS POINT WI 54481	\$ 7,242.83	\$ 7,415.69	\$ 172.86
281240832203139	1300 COLLEGE CT STEVENS POINT WI 54481	\$ 7,521.89	\$ 7,701.41	\$ 179.52
281240832203137	1324 CENTERPOINT DR STEVENS POINT WI 54481	\$ 7,592.28	\$ 7,773.48	\$ 181.20
281240832202950	1200 MAIN ST STEVENS POINT WI 54481	\$ 71,206.54	\$ 72,905.98	\$ 1,699.44
281240832200207	1100 CENTERPOINT DR STEVENS POINT WI 54481	\$ 13,135.65	\$ 13,449.15	\$ 313.50
281240832200133	1328 BRIGGS CT STEVENS POINT WI 54481	\$ 2,554.22	\$ 2,615.18	\$ 60.96
281240832200507	1101 FIRST ST STEVENS POINT WI 54481	\$ 3,539.71	\$ 3,624.19	\$ 84.48
281240832200137	1220 BRIGGS CT STEVENS POINT WI 54481	\$ 9,583.37	\$ 9,812.09	\$ 228.72
281240832200910	1111 CROSBY AVE STEVENS POINT WI 54481	\$ 4,799.23	\$ 4,913.77	\$ 114.54
281240832200505	1009 FIRST ST STEVENS POINT WI 54481	\$ 6,998.98	\$ 7,166.02	\$ 167.04
281240832200502	801 PORTAGE ST STEVENS POINT WI 54481	\$ 1,707.01	\$ 1,747.75	\$ 40.74
281240832200302	1060 CENTERPOINT DR STEVENS POINT WI 54481	\$ 19,294.95	\$ 19,755.45	\$ 460.50
281240832200111	1001 UNION ST STEVENS POINT WI 54481	\$ 5,460.41	\$ 5,590.73	\$ 130.32
281240832200135	1317 PORTAGE ST STEVENS POINT WI 54481	\$ 5,354.82	\$ 5,482.62	\$ 127.80
281240832201809	1327 SECOND ST STEVENS POINT WI 54481	\$ 2,730.20	\$ 2,795.36	\$ 65.16
281240832201810	1331 SECOND ST STEVENS POINT WI 54481	\$ 3,768.49	\$ 3,858.43	\$ 89.94
281240832100711	1417 CHURCH ST STEVENS POINT WI 54481	\$ 7,617.42	\$ 7,799.22	\$ 181.80
281240832201531	1205 SECOND ST STEVENS POINT WI 54481	\$ 9,135.88	\$ 9,353.92	\$ 218.04
281240832300264	ARLINGTON PL STEVENS POINT WI 54481	\$ 872.36	\$ 893.18	\$ 20.82
281240832200404	1001 SECOND ST STEVENS POINT WI 54481	\$ 4,590.56	\$ 4,700.12	\$ 109.56
281240832202054	1443 WATER ST STEVENS POINT WI 54481	\$ 105,841.91	\$ 108,367.97	\$ 2,526.06
281240832202973	1124 MAIN ST STEVENS POINT WI 54481	\$ 2,835.79	\$ 2,903.47	\$ 67.68

281240832200303	1020 CENTERPOINT DR STEVENS POINT WI 54481	\$ 19,096.34	\$ 19,552.10	\$ 455.76
281240832200304	1017 THIRD ST STEVENS POINT WI 54481	\$ 3,067.08	\$ 3,140.28	\$ 73.20
281240832200305	1009 PORTAGE ST STEVENS POINT WI 54481	\$ 2,989.15	\$ 3,060.49	\$ 71.34
281240832202646	1320 STRONGS AVE STEVENS POINT WI 54481	\$ 5,910.41	\$ 6,051.47	\$ 141.06
281240832201826	937 MAIN ST STEVENS POINT WI 54481		\$ -	\$ -
		\$1,495,279.43	\$ -	\$ 35,686.86

Appendix F: Non-taxable Parcels Exempt from BID Assessment

PIN	Site_addr
281240832202020	0 ARLINGTON PL STEVENS POINT WI 54481
281240832201931	1466 WATER ST STEVENS POINT WI 54481
281240832202021	1016 ARLINGTON PL STEVENS POINT WI 54481
281240832202018	1475 WATER ST STEVENS POINT WI 54481
281240832202048	0 WATER ST STEVENS POINT WI 54481
281240832202013	1455 WATER ST STEVENS POINT WI 54481
281240832201935	0 WATER ST STEVENS POINT WI 54481
281240832202030	0 STRONGS AVE STEVENS POINT WI 54481
281240832202031	1101 ELLIS ST STEVENS POINT WI 54481
281240832202038	0 ELLIS ST STEVENS POINT WI 54481
281240832101507	1508 ELLIS ST STEVENS POINT WI 54481
281240832101506	1500 ELLIS ST STEVENS POINT WI 54481
281240832202006	0 THIRD ST STEVENS POINT WI 54481
281240832101504	1409 PINE ST STEVENS POINT WI 54481
281240832202401	1249 CLARK ST STEVENS POINT WI 54481
281240832201411	0 SECOND ST STEVENS POINT WI 54481
281240832292709	0 CLARK ST STEVENS POINT WI 54481
281240832100623	1532 CLARK ST STEVENS POINT WI 54481
281240832100624	1540 CLARK ST STEVENS POINT WI 54481
281240832100616	1408 CLARK ST STEVENS POINT WI 54481
281240832100617	1416 CLARK ST STEVENS POINT WI 54481
281240832100620	1508 CLARK ST STEVENS POINT WI 54481
281240832201208	0 CLARK ST STEVENS POINT WI 54481
281240832101611	0 CENTERPOINT DR STEVENS POINT WI 54481
281240832201604	800 MAIN ST STEVENS POINT WI 54481
281240832101610	0 CENTERPOINT DR STEVENS POINT WI 54481
281240832100513	0 SMITH ST STEVENS POINT WI 54481
281240832202802	0 COLLEGE CT STEVENS POINT WI 54481
281240832203138	0 COLLEGE CT STEVENS POINT WI 54481
281240832202961	1101 CENTERPOINT DR STEVENS POINT WI 54481
281240832203128	1108 SMITH ST STEVENS POINT WI 54481
281240832203103	1309 BRIGGS CT STEVENS POINT WI 54481
281240832203101	1100 SMITH ST STEVENS POINT WI 54481
281240832200115	1035 UNION ST STEVENS POINT WI 54481
281240832200126	1336 BRIGGS CT STEVENS POINT WI 54481
281240832200113	1017 UNION ST STEVENS POINT WI 54481
281240832200112	1009 UNION ST STEVENS POINT WI 54481
281240832200130	1016 SMITH ST STEVENS POINT WI 54481
281240832200709	0 PORTAGE ST STEVENS POINT WI 54481
281240832200708	0 PORTAGE ST STEVENS POINT WI 54481
281240832200707	0 PORTAGE ST STEVENS POINT WI 54481
281240832200706	617 PORTAGE ST STEVENS POINT WI 54481
281240832200705	625 PORTAGE ST STEVENS POINT WI 54481

281240832200704	633 PORTAGE ST STEVENS POINT WI 54481
281240832200703	641 PORTAGE ST STEVENS POINT WI 54481
281240832200702	649 PORTAGE ST STEVENS POINT WI 54481
281240832200701	657 PORTAGE ST STEVENS POINT WI 54481
281240832200602	1020 FIRST ST STEVENS POINT WI 54481
281240832200605	701 PORTAGE ST STEVENS POINT WI 54481
281240832200109	1225 PORTAGE ST STEVENS POINT WI 54481
281240832200107	1241 PORTAGE ST STEVENS POINT WI 54481
281240832200105	1257 PORTAGE ST STEVENS POINT WI 54481
281240832200103	1309 PORTAGE ST STEVENS POINT WI 54481
281240832200101	1325 PORTAGE ST STEVENS POINT WI 54481
281240832201911	924 ARLINGTON PL STEVENS POINT WI 54481
281240832201912	0 WATER ST STEVENS POINT WI 54481
281240832202019	1479 WATER ST STEVENS POINT WI 54481
281240832202022	1024 ARLINGTON PL STEVENS POINT WI 54481
281240832202017	0 WATER ST STEVENS POINT WI 54481
281240832202033	0 WATER ST STEVENS POINT WI 54481
281240832202015	0 WATER ST STEVENS POINT WI 54481
281240832202014	1459 WATER ST STEVENS POINT WI 54481
281240832201933	1450 WATER ST STEVENS POINT WI 54481
281240832202052	1462 STRONGS AVE STEVENS POINT WI 54481
281240832202053	1039 ELLIS ST STEVENS POINT WI 54481
281240832202039	0 ELLIS ST STEVENS POINT WI 54481
281240832201930	0 SECOND ST STEVENS POINT WI 54481
281240832202040	0 ELLIS ST STEVENS POINT WI 54481
281240832202041	0 ELLIS ST STEVENS POINT WI 54481
281240832201926	0 THIRD ST STEVENS POINT WI 54481
281240832201905	0 SECOND ST STEVENS POINT WI 54481
281240832101510	1410 ROGERS ST STEVENS POINT WI 54481
281240832202002	1045 CLARK ST STEVENS POINT WI 54481
281240832202003	1025 CLARK ST STEVENS POINT WI 54481
281240832202004	1009 CLARK ST STEVENS POINT WI 54481
281240832201307	0 CLARK ST STEVENS POINT WI 54481
281240832201306	0 WATER ST STEVENS POINT WI 54481
281240831100599	WEST CLARK ST STEVENS POINT WI 54481
281240832202629	0 CLARK ST STEVENS POINT WI 54481
281240832100618	1424 CLARK ST STEVENS POINT WI 54481
281240832100619	1500 CLARK ST STEVENS POINT WI 54481
281240832100621	1516 CLARK ST STEVENS POINT WI 54481
281240832202630	1132 CLARK ST STEVENS POINT WI 54481
281240832100622	1524 CLARK ST STEVENS POINT WI 54481
281240832100625	1310 ROGERS ST STEVENS POINT WI 54481
281240832202651	1001 MAIN ST STEVENS POINT WI 54481
281240832100603	1501 MAIN ST STEVENS POINT WI 54481
281240832201220	0 MAIN ST STEVENS POINT WI 54481
281240832201523	0 MAIN ST STEVENS POINT WI 54481
281240832202815	1300 MAIN ST STEVENS POINT WI 54481
281240832209999	0 MAIN ST STEVENS POINT WI 54481

281240832202814	0 MAIN ST STEVENS POINT WI 54481
281240832202967	0 THIRD ST STEVENS POINT WI 54481
281240832201111	0 MAIN ST STEVENS POINT WI 54481
281240832202818	0 CHURCH ST STEVENS POINT WI 54481
281240832202804	0 COLLEGE AVE STEVENS POINT WI 54481
281240832201112	0 CROSBY AVE STEVENS POINT WI 54481
281240832202969	0 MAIN ST STEVENS POINT WI 54481
281240832202972	0 STRONGS AVE STEVENS POINT WI 54481
281240832202971	0 THIRD ST STEVENS POINT WI 54481
281240832202964	1001 CENTERPOINT DR STEVENS POINT WI 54481
281240832203102	1317 BRIGGS CT STEVENS POINT WI 54481
281240832200911	1111 CROSBY AVE STEVENS POINT WI 54481
281240832200134	1026 SMITH ST STEVENS POINT WI 54481
281240832200712	1017 CROSBY AVE STEVENS POINT WI 54481
281240832200136	1300 BRIGGS CT STEVENS POINT WI 54481
281240832200506	0 CENTERPOINT DR STEVENS POINT WI 54481
281240832200108	1233 PORTAGE ST STEVENS POINT WI 54481
281240832200106	1249 PORTAGE ST STEVENS POINT WI 54481
281240832200104	1301 PORTAGE ST STEVENS POINT WI 54481
281240832200805	1200 CROSBY AVE STEVENS POINT WI 54481
281240830402204	0 CROSBY AVE STEVENS POINT WI 54481
281240832100710	0 CLARK ST STEVENS POINT WI 54481
281240832100709	1401 CLARK ST STEVENS POINT WI 54481
281240832200423	
281240832200421	
281240832200420	
281240832202974	
281240832201530	0 CROSBY AVE STEVENS POINT WI 54481
281240832200425	
281240832200424	1009 SECOND ST STEVENS POINT WI 54481

Appendix G: Wisconsin Statutes Section 66.1109

66.1109 Business improvement districts.

(1) In this section:

(a) "Board" means a business improvement district board appointed under sub. [\(3\) \(a\)](#).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subds. [1.](#) to [4.](#) have been complied with.

(g) "Planning commission" means a plan commission under s. [62.23](#), or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. [\(b\)](#) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. [985](#). Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. [\(c\)](#), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(2m) A municipality may annex territory to an existing business improvement district if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.

(b) The planning commission has approved the annexation.

(c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. [985](#). Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.

(d) Within 30 days after the hearing under par. [\(c\)](#), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include one of the following:

1. If the cash balance in the segregated account described under sub. [\(4\)](#) equaled or exceeded \$300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.

2. If the cash balance in the segregated account described under sub. [\(4\)](#) was less than \$300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.

(cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. [\(c\) 1.](#) and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. [\(c\) 2.](#) shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of \$10 if the revised amount is not a multiple of \$10 or, if the revised amount is a multiple of \$5, such an amount shall be increased to the next higher multiple of \$10.

(cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall

be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits and reviewed financial statements required under sub. [\(3\) \(c\)](#), or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. [66.1110](#) if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. [66.1110 \(4\) \(b\)](#).

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. [\(c\)](#) and unless the business improvement district is not terminated under par. [\(e\)](#).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. [985](#). Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under par. [\(c\)](#), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under par. [\(c\)](#), by petition under this subsection or subsequent notification under par. [\(d\)](#), and after subtracting any retractions under par. [\(d\)](#), the owners of property assessed under the operating plan having a valuation equal to more

than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

(a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. [70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

(d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. [70.11](#) or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

History: [1983 a. 184](#); [1989 a. 56](#) s. [258](#); [1999 a. 150](#) s. [539](#); Stats. 1999 s. 66.1109; [2001 a. 85](#); [2017 a. 59](#), [70](#), [189](#).

Appendix H: Bylaws of BID

Bylaws for the City of Stevens Point Downtown Business Improvement District

Article I – General

Section I – Name

This organization shall be known as the Downtown Business Improvement District (DBID), operating as the Board of Directors of the Downtown Business Improvement District.

Section II – Creation

The DBID was approved on December 19, 2022 by the Common Council of the City of Stevens Point and must, per Chap. 66.1109, Wis. Stats. be approved annually by that body.

Section III – Purpose

The main objective of the DBID is to improve the social, economic, and physical environment of Historic Downtown Stevens Point and the surrounding business areas that are impacted by the economic vitality of the downtown. The DBID exists to unite businesses, organizations, and local government through collaboration and partnership to achieve objectives identified in the DBID Operating and Implementation Plan.

Section IV – Area

The DBID will include all properties shown within the boundaries outlined in Appendix B of the DBID Operating and Implementation Plan.

Article II – Board of Directors

Section I – Board Composition and Appointment

The DBID Board of Directors shall be comprised of seven (7) voting members appointed by the Mayor of Stevens Point and confirmed by the City Council. The DBID Board of Directors will make annual Board member recommendations to the Mayor. Said members shall comprise of the following:

- Two (2) real property owners within the District that do not own or operate a business within the District.
- Two (2) real property owners within the District that also operate a business within the District.
- Two (2) business owners within the District that do not own any real property within the District
- One (1) Alderperson representing the 1st Aldermanic District
- The Director of Community Development or their designee shall serve as an ex-officio non-voting member of the Board.

Section II – Term of Office

Term appointments will be for a period of two (2) years on staggered terms each ending December 31st of the year of expiration. Term of office will begin January 1st. The 1st District Alderperson shall serve as long as they represent the 1st Aldermanic District.

Section III – Meetings

The DBID Board of Directors shall meet monthly to achieve the goals as defined in the Operating Plan.

Section IV – Quorum

A simple majority of the current total voting Board membership shall constitute a quorum. The concurrence of a majority of the voting Board members present at a meeting at which a quorum is present shall be necessary to conduct the business of the Board. “Present” shall be defined as physical or virtual attendance.

Section V – Voting

At any meeting of the Board, each voting Board member shall be entitled to one vote with a majority vote determining the issue.

Section VI – Vacancies

Vacancies on the Board of Directors shall be filled by appointment of the Mayor.

Section VII – Officers

Board members shall appoint a Chairperson, Treasurer, and Secretary on a yearly basis each January. Any two of the three executives shall have the authority to execute documents on behalf of the BID Board, only for purposes authorized by the full BID Board of Directors, including the authorization for writing of checks and executing contracts.

- A. Chairperson. The Chairperson shall serve as the chief officer of the DBID and shall preside at all meetings of the Board of Directors. The Chairperson shall assign committee chairs, subject to approval of the Board of Directors.
- B. Treasurer. The Treasurer shall be responsible for overseeing and reporting the financial activities of the DBID. Activities include coordinating the annual budget with the Chairperson and committee chairs, present notable updates of DBID finances to the Board, and consult the Board of Directors or DBID staff about the financial health of the DBID. Funds shall be kept in a segregated account in the municipal treasury and disbursed through the City of Stevens Point.
- C. Secretary. The Secretary will be responsible for creating the minutes of each meeting according to the requirements of Open Meetings Law and are to be provided to the DBID Chairperson no later than one (1) week after the previous DBID Board meeting. The Secretary creates monthly BID Board agendas under direction of the DBID Chairperson to be provided to the City Clerk no less than one (1) week prior to the next DBID Board meeting.

Article III – Finances

Section I – Special Assessment

Special assessments under this Operating Plan will be levied by the City of Stevens Point against each taxable property within the District pursuant to Wis. Stats. 66.1109. These properties will be levied at a rate determined by the Board of Directors and approved by the City of Stevens Point Common Council.

Section II – Exemptions

All properties within the boundaries of the DBID shall be assessed, except for properties used exclusively for residential purposes and property exempt from paying real estate taxes or owned by government agencies.

Section III – Probationary Funding

The City of Stevens Point will provide the DBID a minimum of \$70,000.00 upon inception and a minimum of \$35,000.00 per calendar year from 2024-2027 to support the establishment and investigate the efficacy of the DBID.

Section IV – Fiscal Year

The fiscal year of the DBID shall close on December 31st of each year.

Section V – Budget & Report

Each August, the DBID Officers shall formulate a budget in line with the coming year's goals and objectives. The DBID Treasurer shall present a proposed budget at the September meeting, which will, in turn, be presented along with the previous year's report to the City of Stevens Point Finance Committee and Common Council.

Section VI – Accounting

Until the DBID budget exceeds the amount necessary for annual audit (\$300,000), the DBID shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.

Article IV – General Provisions

Section I – Parliamentary Authority

The current edition of Democratic Rules of Order shall be the final source of authority in all questions of parliamentary procedure when such rules are not consistent with the Bylaws of the DBID.

Section II – Amendments

These bylaws may be amended or altered by a two-thirds vote of the Board of Directors.

Appendix I: Recommended Board Representation

The BID Planning Committee recognizes that it may not be feasible for comprehensive representation on the BID Board. However, an earnest effort should be made by the outgoing BID Board Members and Mayor to build relationships with and appoint representatives from these categories:

Industry	Age	Sex	Races / Ethnicities
Food & Beverage	30 years or younger	Male	White
Arts & Entertainment	31 – 49 years	Female	Asian, Native Hawaiian, or Other Pacific Islander
Retail & Service	50 years or older	Non-binary	Native American
Housing & Lodging	BLANK	BLANK	Black or African American
BLANK	BLANK	BLANK	Hispanic or Latinx
BLANK	BLANK	BLANK	Multiple Races
BLANK	BLANK	BLANK	Some Other Race



November 2, 2022

Dear City of Stevens Point Common Council, Businesses, and Residents;

As a community thought leader, specifically related to tourism, I have been involved in the discussion to develop a Downtown Business Improvement District (BID). With that, I bring my expertise in the tourism and hospitality industry as the executive director of the Stevens Point Area Convention & Visitors Bureau (CVB). Considering the economic impact tourism has within our community and the state, the CVB is regularly asked to provide the necessary guidance to assist the region in planning and development from the visitor perspective. As an organization, our strategic goals include increasing overnight visitors to the destination. We work to keep the Stevens Point Area top of mind and increase brand awareness to prospective and return visitors. Our organization can accomplish these goals more effectively if the City were to create a BID.

Here are several points for the City Government, Businesses, and Residents to consider when a BID is formed in a community, including but not limited to the following;

- Opportunity to become a Main Street Community again. Having a BID in place would allow the City to apply to become a Wisconsin Main Street Community. As a Main Street community, the City/BID/Main Street staff would have access to regional workshops, annual conference programming, regular webinars, an online resource toolkit and best practice guide, regional networking events, and staff and board training.
- Increase in impactful downtown events. BID dollars would allow for creation of new and expanded local events that would have a visitor draw and drive foot traffic.
- Increase beautification and development opportunities downtown. The proposed BID would allow for additional beautification projects downtown and they typically work very hard to ensure new developments.

**STEVENS
POINT** AREA

Stevens Point Area
Convention & Visitors Bureau
1105 Main Street Suite A
Stevens Point, WI 54481

STEVENSPOINTAREA.COM



- Property Investment Programs could be established. BID dollars work to make downtowns more attractive to developers, locals, and visitors.
- Increased marketing activity. BID dollars would strengthen the downtown image.

BIDs can create positive impacts across the community, boosting vibrancy and visitation. All of the points above aim to make a destination vibrant, creating a welcoming place for locals and visitors alike. Recently I attended a board meeting with my peers, when the question of who had established BID programs was posed. To my surprise, only two destinations out of 23 didn't have an established BID, including Stevens Point. The creation of a BID in Stevens Point will positively impact locals and visitors alike, and those benefits to our community are possible with your support.

If you have any questions about how BIDs are working to positively impact locals and visitors alike, please do not hesitate to contact me, 715-344-2556 or sara@stevenspointarea.com.

Sincerely,

Sara Brish
Executive Director
Stevens Point Area Convention & Visitors Bureau

**STEVENS
POINT** AREA

Stevens Point Area
Convention & Visitors Bureau
1105 Main Street Suite A
Stevens Point, WI 54481

STEVENSPOINTAREA.COM

*About the Stevens Point Area Convention & Visitors Bureau
The Stevens Point Area Convention and Visitors Bureau is an economic and community development organization whose purpose is to expand Portage County's economy by attracting conventions, sporting events and leisure tourists to Portage County.*

Administrative Staff Report

Construct a Building Addition

5601 U.S. Highway 10 East

November 7, 2022

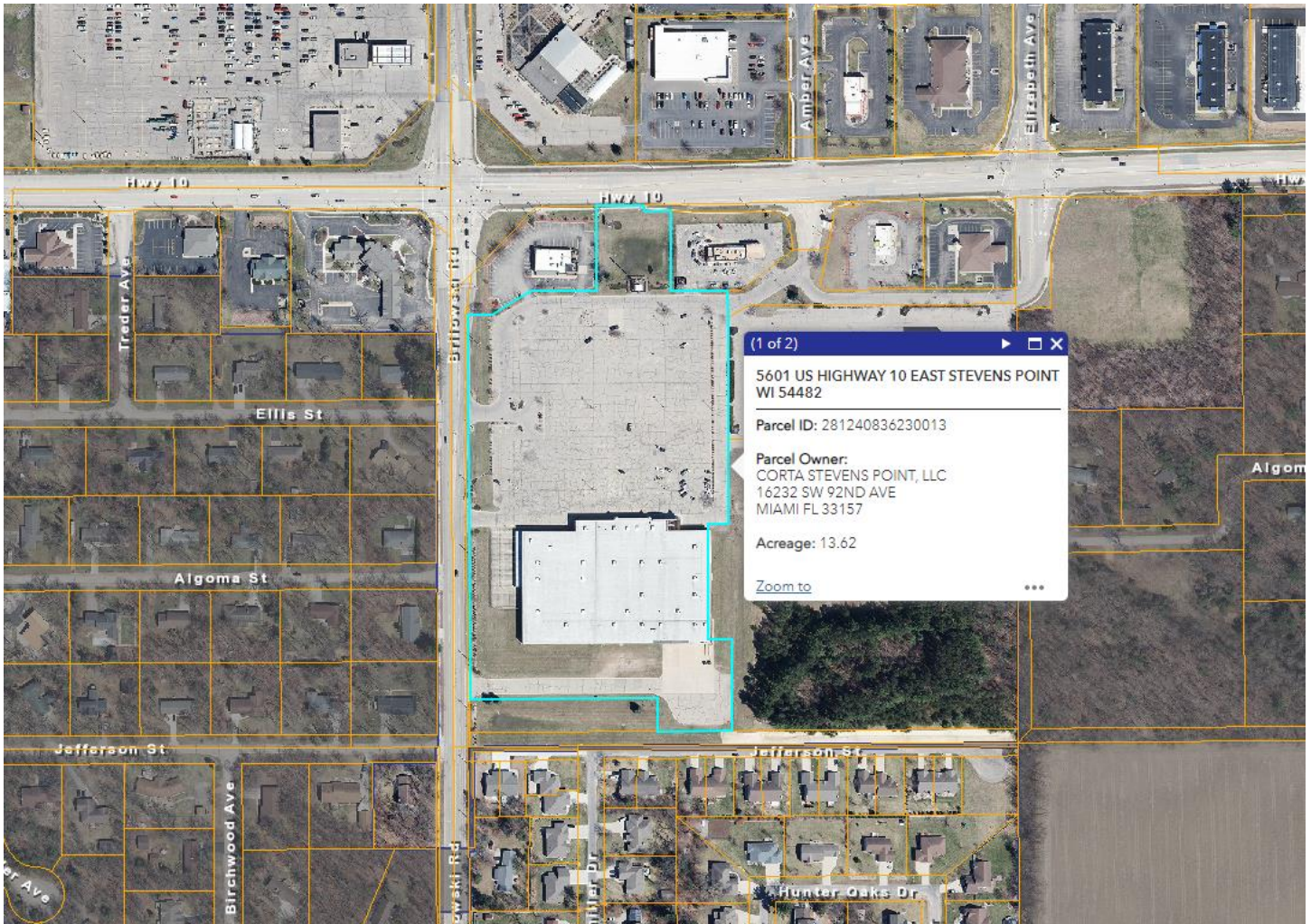


Department of Community
Development

Applicant(s): - Cory Presnick, representing CORTA Stevens Point, LLC Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240836230013 Zone(s): "B-5" Highway Commercial Master Plan: - Commercial / Office / Multi-Family Council District: - District 7 Ald. Kneebone Lot Information: - Frontage: 671 ft. - Depth: 494 ft. - Lot Size: 238,224 sq. ft. (5.469 ac.) Current Use: - Undeveloped Applicable Regulations: 23.02(2)(e)(5)	Request - A request from Cory Presnick, representing CORTA Stevens Point, LLC, for a Site Plan Review to construct a building addition on the property located at 5601 U.S. Highway 10 East (Parcel ID 281240836230013), consistent with Ch. 23.02(2)(e)(5). Attachment(s) - Application - Plans Findings of Fact - The applicant is requesting to construct a 9,629 square foot addition onto the building located at 5601 U.S. Highway 10 East. - The addition will occur to the west of the existing building and will accommodate one additional commercial tenant space. - Improvements are also proposed for the loading docks located on the south elevation of the building, along with parking lot improvements. - The subject property is zoned "B-5" Highway Commercial. - For lots zoned "B-5" Highway Commercial District, a Site Plan Review is required for the construction of new buildings and for building additions. - The Plan Commission and Common Council may attach additional conditions onto this request as necessary. Staff Recommendation Approve the Site Plan Review to construct a building addition on the property located at 5601 U.S. Highway 10 East (Parcel ID 281240836230013), subject to the following conditions: - A certified survey map showing the proposed lot split shall be submitted to Community Development staff for review and approval. - At the time of recording of the certified survey map, lots two and three shall enter into a shared parking agreement. Such agreement shall be in accordance with Chapter 23.01(16)(h)(3)(e) of the City's Zoning Code and recorded with the Portage County Register of Deeds Office. - A shared access agreement shall be recorded between the created parcels to provide means of access to lots one and two.
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4. A building sprinkler plan shall be submitted to the Fire Department for review and approval.
5. Proposed bicycle parking shall meet design standards as outlined in Chapter 23.01(16)(f) of the City's Zoning Code.
6. A building permit shall be obtained prior to the start of construction.
7. Staff shall have the ability to approve minor amendments to the approved plan.

Vicinity Map



Background

Overview: The applicant is requesting to construct a 9,629 square foot addition onto the shopping center located at 5601 U.S. Highway 10 East. The proposed addition will occur to the west side of the existing building and will accommodate one additional commercial tenant space. Along with the building addition, the applicant is requesting additional improvements to the subject property. Such improvements include loading dock enhancements for all existing and proposed tenant spaces within the shopping center, a re-striping of the parking lot and utility infrastructure modifications. As will be addressed later in this report, the subject property is proposed to be split into create three lots to help spur further development along this important commercial corridor.

The subject property is zoned “B-5” Highway Commercial. According to the City’s Zoning Code, new buildings and building additions require a Site Plan Review. The purpose of this Site Plan Review weights heavily towards access into the site, internal traffic flow and parking lot improvements. Said requirement is outlined below in its entirety.

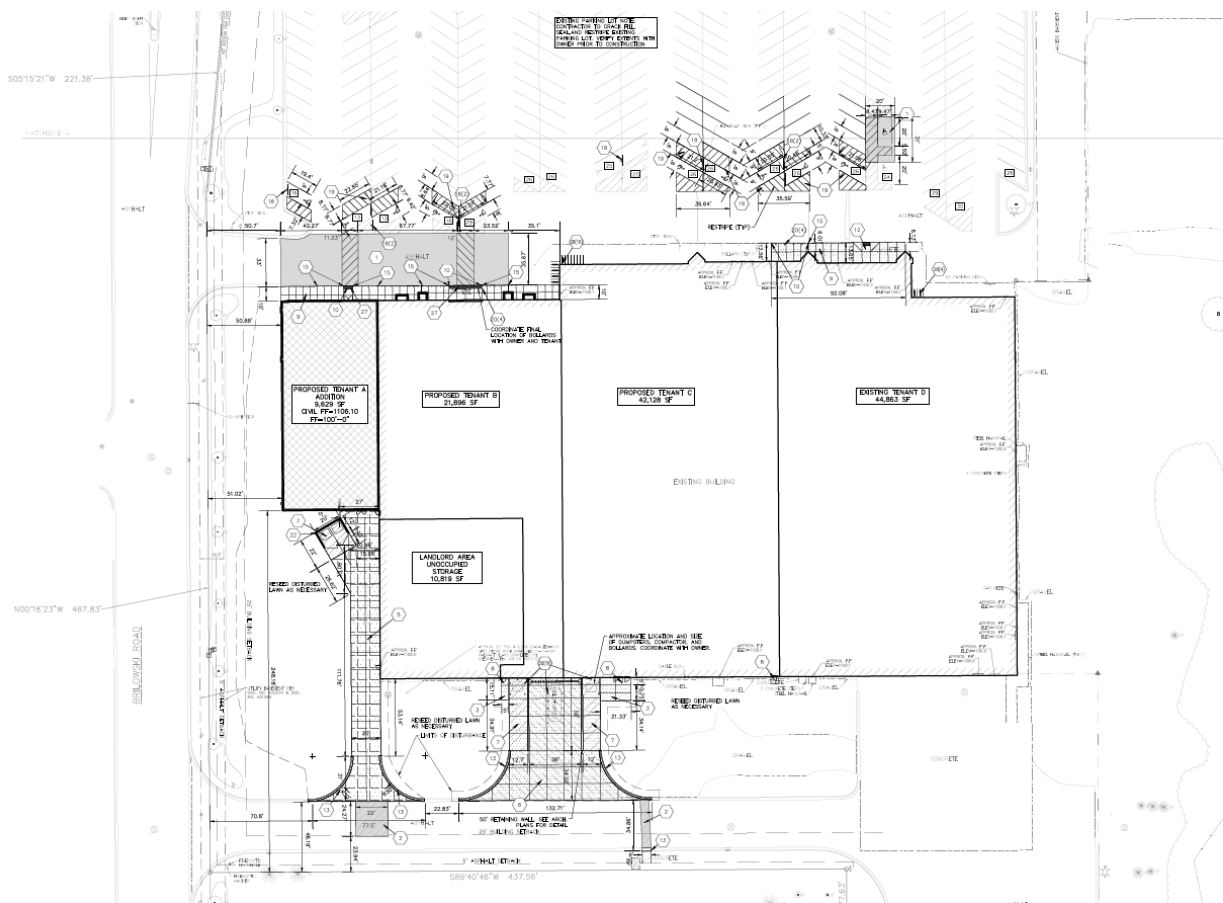
Ch. 23.02(2)(e) “B-5” Highway Commercial District

5) Site Plan Review

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

The site plan shall first be reviewed by the Plan Commission. The Common Council may affirm, affirm with modification, or reject the recommendation of the Plan Commission. If the Plan Commission fails to act upon the request of any applicant within 45 days of the submission of the application, the request may be taken directly to the Common Council without benefit of recommendation by the Plan Commission. The Plan Commission may modify the provision contained in this ordinance if, in their opinion, the policies contained in this ordinance are met.

A review of important site characteristics is identified below.



Proposed Site Improvements

Standards of Review – Site Plan Review

1. Setbacks.

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

Findings: Over 50 feet of street setback off of Brilowski Road is provided as part of the proposed addition, along with over 248 feet of setback from the south lot line. Based on the setbacks provided as outlined below, staff believes that the proposed development meets Zoning Code requirements.

Lot Line	B-5 Setback Requirements	Proposed Setbacks
Street	25 feet	50’ 11” off of Brilowski Road
Side	10 feet	N/A
Rear	20 feet	Addition is set back 248’ 3” from the south lot line

2. Density.

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

Findings: The applicant is proposing to split the subject parcel to create three additional lots. The three lots in total meet minimum lot size and lot width requirements of the “B-5” District.

3. Building Height.

Analysis: The peak height of the proposed addition will be 32 feet.

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

4. Parking.

Analysis: Existing parking stalls will be re-striped. Modifications will occur for the few parking stalls closest to each tenant entrance to maintain compliance with the Americans with Disabilities Act of 1990. As a condition of approval, parking stall improvements for van accessible and accessible stalls shall meet minimum ADA requirements.

Findings: Staff believes that a sufficient amount of parking stalls are provided. As part of splitting the subject parcel, the applicant will need to execute shared parking and shared access agreements between the respective properties.

5. Access and Internal Traffic Flow.

Analysis: Primary means of access to this shopping center comes off of three existing access points along Brilowski Road. These access points are of sufficient width to accommodate two-way traffic and are spaced far enough away from adjoining private driveways to not pose traffic circulation issues, particularly at the intersection of Brilowski Road and U.S. Highway 10 East.

Findings: Given the size of the subject parcel and existing transportation infrastructure, traffic circulation within the property is adequate.

6. Utilities.

Analysis: Utilities exist within the Brilowski Road Right-of-Way that can service the proposal development.

Findings: The Public Utilities Department has expressed support for existing utility infrastructure complementing the proposed development.



Proposed Lot Split

7. Fire Hydrants.

Analysis: Six fire hydrants exist along Brilowski Road and within the parking lot.

Findings: The proposed building addition will be close enough to existing fire hydrants to provide sufficient coverage. As a condition, the applicant shall submit a building sprinkler plan to the Fire Department to review and approve.

Site Photos





Oct. 24, 2022

Project Narrative

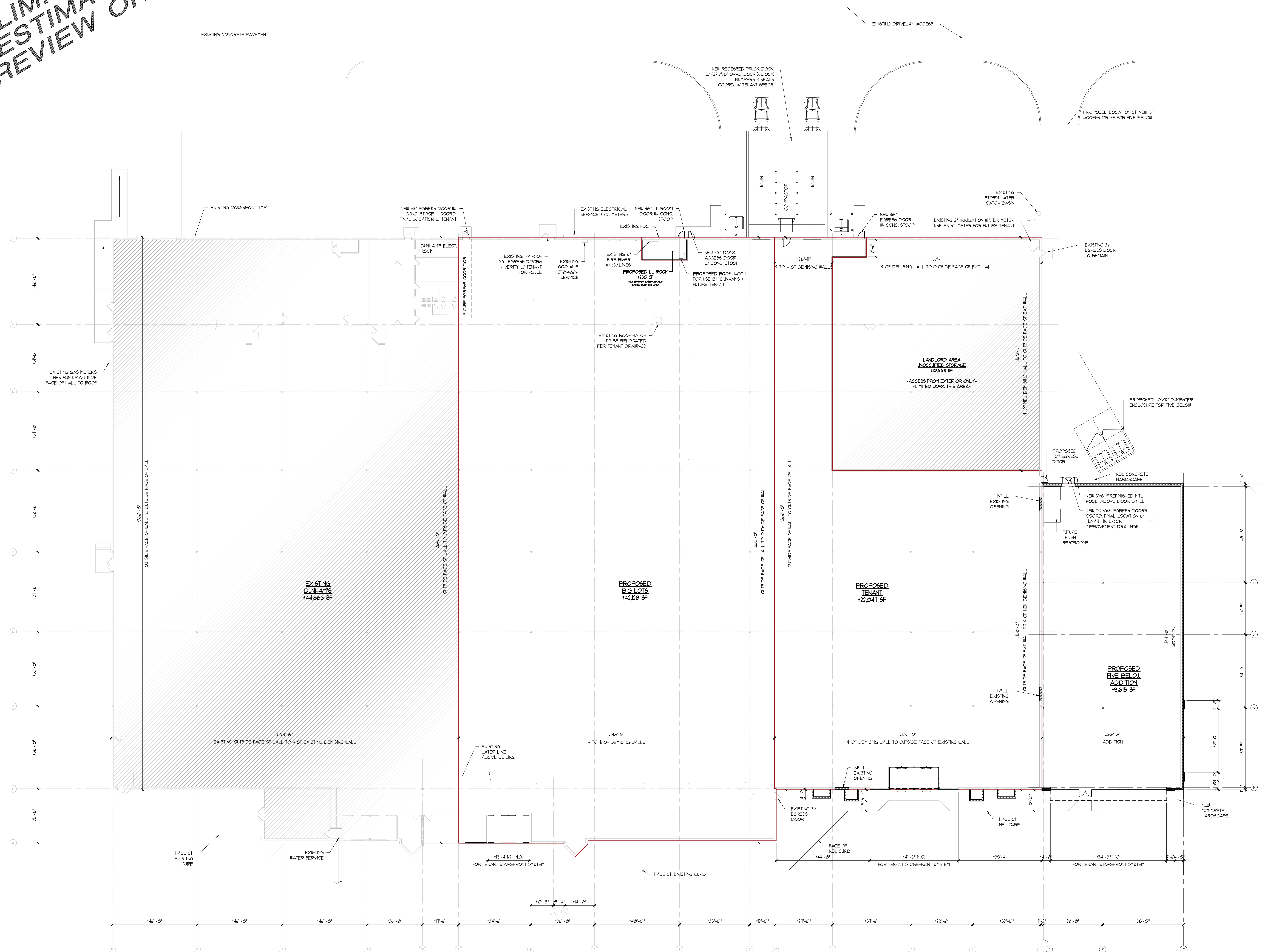
Project: CORTA Building Addition and Site Improvements
5601 Highway 10
Stevens Point, WI 54482
Excel Project No: 2219680

CORTA Development is requesting the approval of a building addition and site improvements to the existing building. The property is zoned highway commercial, and the proposed use of a retail shopping center is permitted use in this district. A CSM is submitted to create 3 lots within the existing parcel for future development.

The existing building will have a 9,629 SF building addition added to the west side of the building in the location of the existing concrete pavement. Drive access will be added to the south end of the addition from the existing semi route for delivery and dumpster enclosure access. A recessed dock with access to existing tenant space will be added to the south end of the existing building from the existing semi route to match the existing south facing dock. There is a proposed trash compactor being added to the recessed dock. An at grade access will also be constructed on each side of the recessed dock for placement of the dumpsters. Existing parking stall striping will be removed and restriped to meet handicap parking requirements as proposed on the plan set. A small portion of pavement will be removed, regraded, and restriped to provide handicap accessible routes to the entrances to the building. Bicycle parking racks (20 2' x 6' stalls) will be added on the front side of the building.

Site access will remain in the existing locations off Brilowski Road to the west and Highway 10 to the north. The area of site disturbance is $\pm 41,124$ SF (0.94 acres). Water will be extended internally to serve the building addition. A FDC will be added to the southwest corner of the building addition 124' from the nearest fire hydrant. A proposed sanitary service is proposed for the proposed addition that will be connected into the existing sanitary service along the south side of the existing building. The building addition will drain to grade via downspouts. There is a proposed swale located along the west side of the drive access to the addition that will be collected via storm sewer and discharged into the existing roof drain piping. The runoff will then be routed to the existing city's storm pond located on the south side of the semi drive access. The dock addition will drain to a proposed trench drain that then will be pumped to a proposed manhole on the east side of the proposed loading docks. The proposed manhole will collect the existing building roof runoff and loading dock runoff and direct it to the existing city stormwater pond as currently exists. Erosion control will be installed to meet NR216 and City of Stevens Point requirements. The construction sequence is provided on C2.0 of the proposed plan set along with erosion control details.

- PRELIMINARY -
FOR ESTIMATING
AND REVIEW ONLY



EXISTING FLOOR PLAN IS BASED ON FIELD MEASUREMENTS TAKEN ON 28 JUNE 2022
SOME ASSUMPTIONS MADE IN REGARDS TO CONCEALED AREAS, TYPICAL.

EXISTING FLOOR PLAN

NORX

11

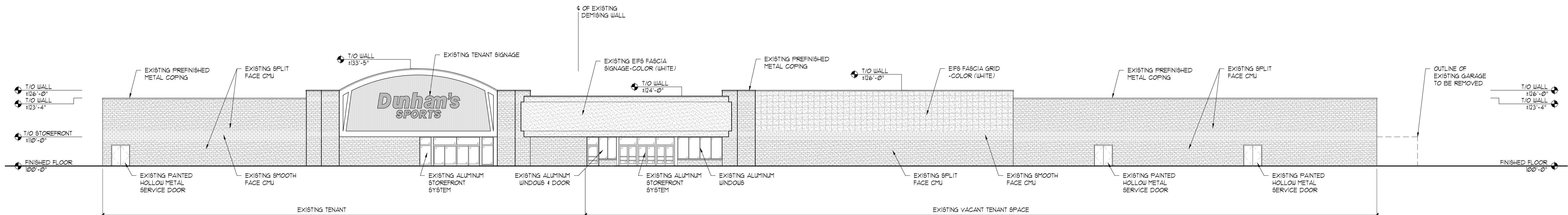
EXTERIOR MATERIAL AND FINISH SCHEDULE			
NO.	DESCRIPTION	REMARKS	NOTE
0001	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
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0069	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0070	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0071	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
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0075	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0076	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0077	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0078	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0079	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0080	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0081	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0082	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0083	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0084	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0085	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0086	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0087	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0088	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0089	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
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0091	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0092	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
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0095	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0096	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0097	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
0098	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	
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0100	1" FIBER CONCRETE BLOCK	CONCRETE/PAVING	

EXTERIOR MATERIAL SCHEDULE 4

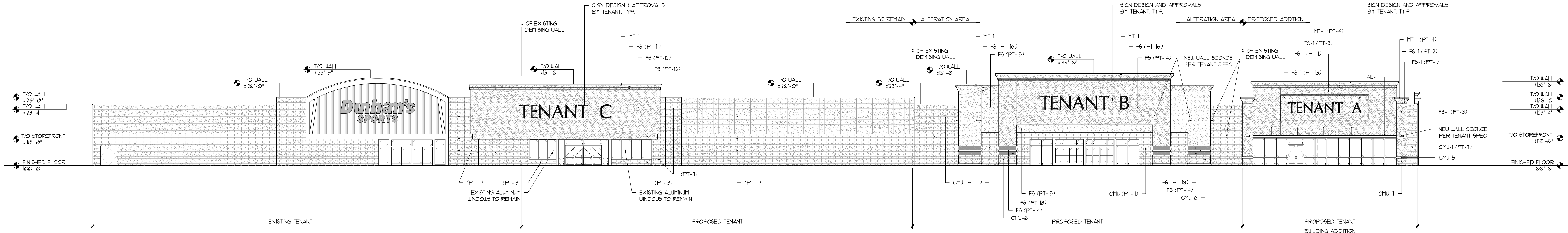


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EXISTING FRONT ELEVATION (NORTH) 3



EXISTING FRONT ELEVATION (NORTH) 2



PROPOSED FRONT ELEVATION (NORTH) 1

logto design & architecture, inc.

Project Manager: TCY
Job Number: 22-105

Consultant

Additional Info

Project Name

Dates/Revisions

09.16.22	PLAN COMMISSION
09.20.22	PRELIM. REVIEW
10.24.22	PLAN COMMISSION
REVISD	REVISD

Drawing Title

ELEVATIONS

LP2.1

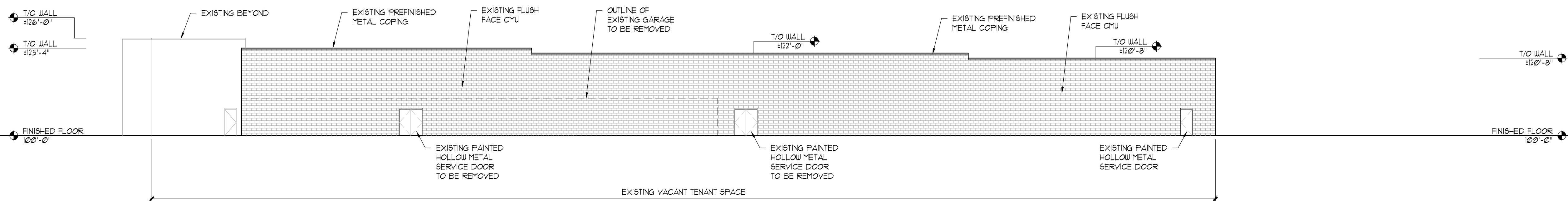
Proposed Shell Improvements for:
Future Tenants
Former Walmart
5805 Highway 10 E
Stevens Point, WI 54482

- PRELIMINARY -
NOT FOR CONSTRUCTION

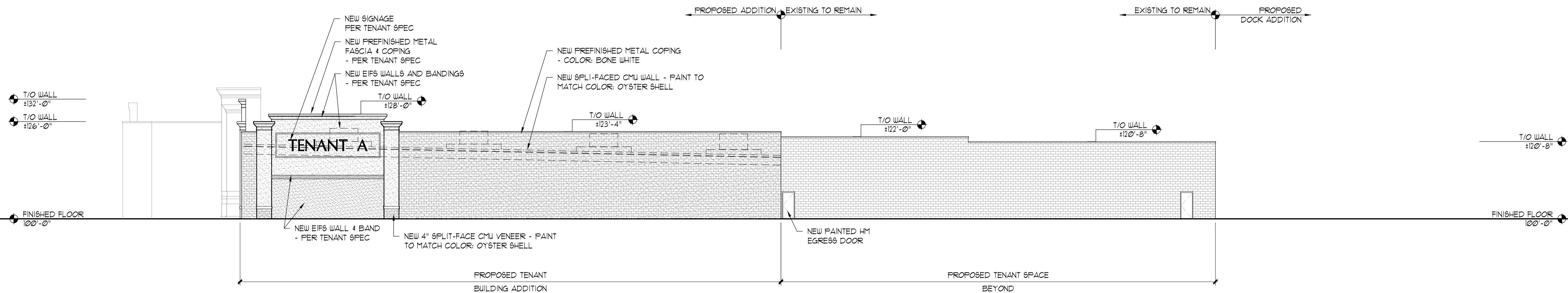
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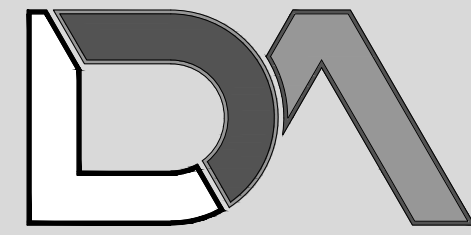
EXISTING SIDE ELEVATION (WEST) 3



EXISTING SIDE ELEVATION (WEST) 2



PROPOSED SIDE ELEVATION (WEST) 1



logto design & architecture, inc.

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Job Number: 22-105

Consultant

Additional Info

Project Name

Proposed Shell Improvements for:
Future Tenants
Former Walmart
5805 Highway 10 E
Stevens Point, WI 54482

Dates/Revisions

09.16.22
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10.24.22
PLAN COMMISSION
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Drawing Title
ELEVATIONS

LP2.2

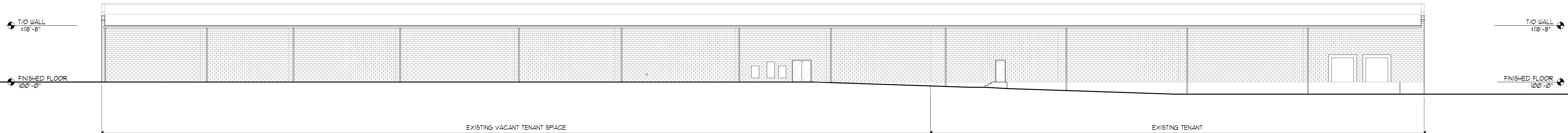
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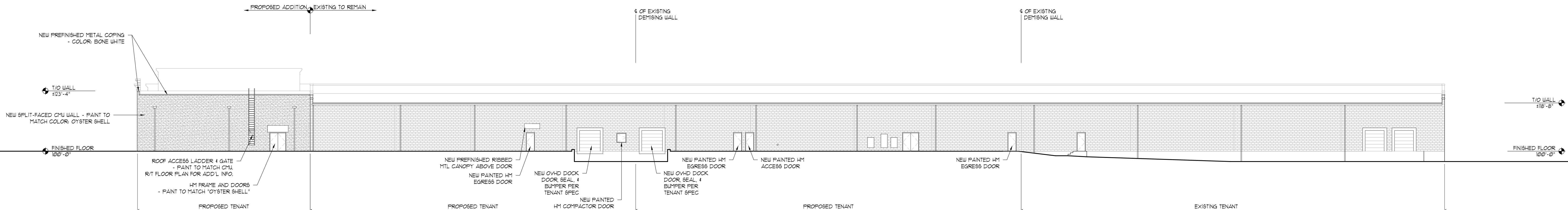
EXISTING REAR ELEVATION (SOUTH)

3



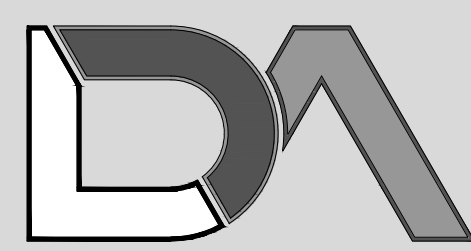
EXISTING REAR ELEVATION (SOUTH)

2



PROPOSED REAR ELEVATION (SOUTH)

1



logic design & architecture, inc.

LogicDA.com : 414.909.0080

Project Manager: TCY
Job Number: 22-105

Consultant

Additional Info

Project Name

Proposed Shell Improvements for:
Future Tenants
Former Walmart
5805 Highway 10 E
Stevens Point, WI 54482

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09.16.22
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PRELIM. REVIEW
10.24.22
PLAN COMMISSION
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Drawing Title
ELEVATIONS

LP2.3

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PROPOSED DEVELOPMENT IMPROVEMENTS FOR: CORTA DEVELOPMENT STEVENS POINT, WISCONSIN LEGEND

• 1000.00	PROPOSED SPOT ELEVATIONS (FLOW LINE OF CURB UNLESS OTHERWISE SPECIFIED)		EXISTING CONIFEROUS TREE
• 1000.00 EG	EXISTING GRADE SPOT ELEVATIONS		EXISTING SHRUB
• 1000.00 BG	PROPOSED SPOT ELEVATIONS (REFERENCE R=Wall DETAIL)		EXISTING STUMP
• 1000.00 FG	FG-FINISHED SURFACE GRADE AT BACK OF WALL		SOIL BORING
• 1001.00 TC	PROPOSED SPOT ELEVATIONS (TOP OF CURB, BOTTOM OF CURB)		EXISTING WELL
• 1000.00 BC	BC-FINISHED SURFACE GRADE AT FRONT OF WALL		PROPOSED WELL
• 1000.00 TW	PROPOSED SPOT ELEVATIONS (TOP OF WALK, BOTTOM OF WALK)		EXISTING LIGHT POLE
• 1000.00 BW			EXISTING SIGN
•	EXISTING WATER VALVE IN BOX		EXISTING WATER VALVE IN MANHOLE
•	PROPOSED WATER VALVE IN BOX		EXISTING HANDICAP PARKING STALL
•	EXISTING WATER VALVE IN MANHOLE		PROPOSED HANDICAP PARKING STALL
•	EXISTING WATER SERVICE VALVE		EXISTING GAS VALVE
•	EXISTING TELEPHONE MANHOLE		EXISTING WOODED AREA
•	EXISTING STORM CATCH BASIN		EXISTING HEDGE
•	PROPOSED STORM CATCH BASIN – ST CB		EXISTING CHAINLINK FENCE
•	PROPOSED STORM FIELD INLET – ST FI		EXISTING WOODED AREA
•	EXISTING SQUARE CATCH BASIN		EXISTING FENCE
•	EXISTING STORM CURB BASIN		EXISTING BARBED WIRE FENCE
•	PROPOSED STORM CURB INLET – ST CI		PROPOSED PROPERTY LINE
•	EXISTING UTILITY POLE		EXISTING GUARD RAIL
•	EXISTING UTILITY POLE WITH GUY WIRE		EXISTING STORM SEWER AND MANHOLE – ST MH
•	EXISTING STREET LIGHT		EXISTING SANITARY SEWER AND MANHOLE
•	EXISTING TELEPHONE PEDESTAL		PROPOSED SANITARY SEWER AND MANHOLE – SAN MH
•	EXISTING ELECTRIC PEDESTAL		EXISTING WATER LINE AND HYDRANT
•	EXISTING ELECTRIC BOX		EXISTING WATER LINE AND HYDRANT
•	EXISTING CABLE TV PEDESTAL		EXISTING OVERHEAD UTILITY LINE
•	PROPOSED DRAINAGE FLOW		EXISTING UNDERGROUND FIBER OPTIC LINE
•	1-1/4" REBAR SET SPACING: 4-30 LB/FT.		EXISTING UNDERGROUND ELECTRIC CABLE
•	3/4" REBAR SET SPACING: 1-50 LB/FT.		EXISTING UNDERGROUND TELEPHONE CABLE
•	1-1/4" REBAR FOUND		EXISTING UNDERGROUND GAS LINE
•	3/4" REBAR FOUND		PROPOSED CURB AND GUTTER
•	2" IRON PIPE FOUND		EXISTING CURB AND GUTTER
•	1" IRON PIPE FOUND		GRADING/SEEDING LIMITS
•	EXISTING FLOOD LIGHT		RIGHT-OF-WAY LINE
•	SECTION CORNER		INTERIOR PROPERTY LINE
•	PROPOSED APRON END SECTION		ROADROAD TRACKS
•	EXISTING MARSH AREA		EXISTING GROUND CONTOUR
•	EXISTING DECIDUOUS TREE WITH TRUNK DIAMETER		PROPOSED GROUND CONTOUR
•	EROSION MATTING		
•	PROPOSED INLET PROTECTION		

DIVISION 31 EARTH WORK

31 10 00 SITE CLEARING (DEMOLITION)

- CONTRACTOR SHALL CALL DIGGER'S HOT LINE AND CONDUCT A PRIVATE UTILITY LOCATE TO ENSURE THAT ALL UTILITIES HAVE BEEN LOCATED BEFORE STARTING SITE DEMOLITION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.
- DEMOLITION PLAN IS AN OVERVIEW OF DEMOLITION TO TAKE PLACE ON SITE. CONTRACTOR TO FIELD VERIFY EXISTING SITE CONDITIONS PRIOR TO BIDDING. CONTRACTOR SHALL REMOVE, REPLACE, OR DEMOLISH ALL ITEMS AS NEEDED DURING CONSTRUCTION.
- CONTRACTOR TO PROTECT EXISTING IMPROVEMENTS THAT ARE SCHEDULED TO REMAIN. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPLACED AT CONTRACTORS EXPENSE.
- ALL CONCRETE NOTED TO BE REMOVED SHALL BE REMOVED TO THE NEAREST CONCRETE JOINT.

31 20 00 EARTH MOVING

- CONTRACTOR SHALL CALL DIGGER'S HOT LINE AND CONDUCT A PRIVATE UTILITY LOCATE AS REQUIRED TO ENSURE THAT ALL UTILITIES HAVE BEEN LOCATED BEFORE STARTING EXCAVATION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.
- PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT FOR ALL EXCAVATION, GRADING, FILL AND BACKFILL WORK AS REQUIRED TO COMPLETE THE GENERAL CONSTRUCTION WORK. ALL EXCAVATION AND BACKFILL FOR ELECTRICAL AND MECHANICAL ARE THE RESPONSIBILITY OF THE RESPECTIVE CONTRACTOR UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS.
- ALL ORGANIC TOPSOIL INSIDE THE BUILDING AREA, UNDER PAVED AREAS, AND AT SITE FILL AREAS SHALL BE REMOVED. PROOF ROLL SURFACES BEFORE PLACING FILL WITH HEAVY PNEUMATIC-TIRED EQUIPMENT, SUCH AS A FULLY-LOADED TANDEM AXLE DUMP TRUCK, TO IDENTIFY SOFT SPOTS AND AREAS OF EXCESS YIELDING. CONTRACTOR SHALL VERIFY TOPSOIL DEPTHS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REVIEW AND ADOPT THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT AND ACCOUNT FOR EXISTING CONDITIONS PRIOR TO SUBMITTING BID FOR THE PROJECT. EXCESS MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE DIRECTED IN THE PLANS OR BY LOCAL ZONING REQUIREMENTS.
- PLACE AND COMPACT FILL MATERIAL IN LAYERS TO REQUIRED ELEVATIONS, UNIFORMLY MOISTEN OR FERTILIZE SUBGRADE AND EACH SUBSEQUENT FILL OR BACKFILL LAYER BEFORE RECOMPACTION AS RECOMMENDED TO ACHIEVE SPECIFIED DENSITY. REMOVE AND REPLACE, OR SCARIFY AND AIR DRY, OTHERWISE SATISFACTORY SOIL MATERIAL THAT IS TOO WET TO COMPACT TO SPECIFIED DRY DENSITY.
- PLACE BACKFILL AND FILL MATERIALS IN LAYERS NOT MORE THAN 8" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HEAVY COMPACTION EQUIPMENT, AND NOT MORE THAN 4" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HAND-OPERATED TAMPERS.
- COMPACT THE SOIL TO NOT LESS THAN THE FOLLOWING PERCENTAGES OF MAXIMUM DRY DENSITY ACCORDING TO ASTM D 698. STANDARD PROCTOR TEST. FILL MAY NOT BE PLACED ON FROZEN GROUND AND NO FROZEN MATERIALS MAY BE USED FOR BACK FILL. APPLY THE MORE STRINGENT REQUIREMENTS WHEN COMPARING BETWEEN THE FOLLOWING AND THE GEOTECHNICAL REPORT.
 - UNDER FOUNDATIONS: SUBGRADE, AND EACH LAYER OF BACKFILL OR FILL MATERIAL, TO NOT LESS THAN 98 PERCENT.
 - UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS MORE THAN 3 FEET BELOW THE SLAB: PLACE A DRAINAGE COURSE LAYER OF 3/4" CRUSHED STONE, WITH 5% TO 12% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
 - UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS WITHIN 3 FEET OF THE SLAB SURFACE: PLACE A DRAINAGE COURSE LAYER OF CLEAN 3/4" CRUSHED STONE WITH NO MORE THAN 5% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
 - UNDER EXTERIOR CONCRETE AND ASPHALT PAVEMENTS: COMPACT THE SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
 - UNDER WALKWAYS: COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
 - UNDER LAWN OR UNPAVED AREAS: COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL, TO NOT LESS THAN 85 PERCENT.
- CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO PERFORM FIELD TESTS AND STANDARD 1056 CURRENT EDITION. THE GEOTECHNICAL FIRM USED TO PERFORM THE SUBSURFACE SOIL INVESTIGATION BE ENGAGED FOR THE FIELD QUALITY CONTROL TESTS.
- ALLOW THE TESTING AGENCY TO TEST AND INSPECT SUBGRADE AND EACH FILL OR BACKFILL LAYER. PROCEED WITH SUBSEQUENT CONSTRUCTION ONLY AFTER TEST RESULTS FOR PREVIOUSLY COMPLETED WORK COMPLY WITH REQUIREMENTS. PROVIDE ONE TEST FOR EVERY 2000 SQUARE FEET OF PAVED AREA OR BUILDING SLAB, ONE TEST FOR EACH SPREAD FOOTING, AND ONE TEST FOR EVERY 50 LINEAR FEET OF WALL STOP FOOTING.
- WHEN THE TESTING AGENCY REPORTS THAT SUBGRADES, FILLS, OR BACKFILLS HAVE NOT ACHIEVED DEGREE OF COMPACTION SPECIFIED, SCARIFY AND MOISTEN OR TEST, OR REMOVE AND REPLACE SOIL TO DEPTH REQUIRED; RECOMPACT AND RETEST UNTIL SPECIFIED COMPACTION IS OBTAINED.
- THE BUILDING SITE SHALL BE GRADED AS PROVIDED DRAINAGE AWAY FROM THE BUILDING AS INDICATED ON THE PLANS. SITE EARTHWORK SHALL BE GRADED TO WITHIN 0.10' OF REQUIRED EARTHWORK ELEVATIONS ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE GRADING PLAN.

31 30 00 EROSION CONTROL

- THE GRADING PLAN REFLECTS LESS THAN 1 ACRE OF DISTURBED AREA. THE SITE IS THEREFORE EXEMPT FROM WISCONSIN DEPARTMENT OF NATURAL RESOURCES NR 216 NOTICE OF INTENT REQUIREMENTS. THE DESIGN ENGINEER SHALL PREPARE AN EROSION CONTROL PLAN TO MEET NR 151.105 CONSTRUCTION SITE PERFORMANCE STANDARDS FOR NON-PERMITTED AREAS.
- EROSION AND SEDIMENT CONTROL IMPLEMENTED DURING CONSTRUCTION SHALL STRICTLY COMPLY WITH THE GUIDELINES AND REQUIREMENTS SET FORTH IN WISCONSIN ADMINISTRATIVE CODE (WA/C) NR 151. THE STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES RUNOFF MANAGEMENT PERFORMANCE STANDARDS. TECHNICAL STANDARDS PUBLISHED BY THE STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES SHALL BE UTILIZED TO IMPLEMENT THE PERFORMANCE STANDARDS. THE METHODS AND TYPES OF EROSION CONTROL WILL BE DEPENDENT ON THE LOCATION AND TYPE OF WORK INVOLVED. ALL SEDIMENT CONTROL MEASURES SHALL BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION AND INSTALLED PRIOR TO ANY GRADING OR DISTURBANCE OF EXISTING SURFACE MATERIAL. BELOW IS A LIST OF EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES TO ACHIEVE THE PERFORMANCE STANDARDS REQUIRED.
 - SILT FENCE SHALL BE PLACED ON SITE AT LOCATIONS SHOWN ON THE EROSION CONTROL PLAN. SILT FENCE SHALL ALSO BE PROVIDED AROUND THE PERIMETER OF ALL SOIL STOCKPILES THAT WILL EXIST FOR MORE THAN 7 DAYS. FOLLOW PROCEDURES FOUND IN WISCONSIN DNR TECHNICAL STANDARD 1056 CURRENT EDITION.
 - STONE TRACKING PADS AND TRACKOUT CONTROL PRACTICES SHALL BE PLACED AT ALL CONSTRUCTION SITE ENTRANCES AND SHALL BE INSTALLED PRIOR TO ANY TRAFFIC LEAVING THE CONSTRUCTION SITE. STONE TRACKING PADS SHALL BE 3'8" TO 3'10" WIDE, 12" HIGH, AND MADE OF 12" DOWNS. TRACKING PADS SHALL BE 3'8" TO 3'10" WIDE, 12" HIGH, AND MADE OF 12" DOWNS. CLEAR OR WASHED STONE SHALL BE PLACED IN A LAYER AT LEAST 12 INCHES THICK. THE STONE SHALL BE UNDERLAIN WITH A WISDOT TYPE R GEOTEXTILE FABRIC AS NEEDED. THE TRACKING PAD SHALL BE THE FULL WIDTH OF THE EGRESS POINT (12' MIN WIDTH) AND SHALL BE A MINIMUM OF 50 FEET LONG. SURFACE WATER MUST BE PREVENTED FROM PASSING THROUGH THE TRACKING PAD. OTHER MEASURES INCLUDING STABILIZED WORK SURFACES, MANUFACTURED TRACKOUT CONTROL DEVICES, THE WASHING, AND STREET/PAVEMENT CLEANING SHALL BE IMPLEMENTED AS NECESSARY TO MITIGATE THE TRACKOUT OF SEDIMENT OFFSITE. FOLLOW PROCEDURES FOUND IN WISCONSIN DNR TECHNICAL STANDARD 1056 CURRENT EDITION.
 - STORM DRAIN INLET PROTECTION SHALL BE PROVIDED FOR ALL NEW AND DOWNSTREAM STORM CATCH BASINS AND CURB INLETS. TYPE B OR C PROTECTION SHOULD BE PROVIDED AND SHALL BE IN CONFORMANCE WITH WISCONSIN DNR TECHNICAL STANDARD 1086 CURRENT EDITION.
 - DUST CONTROL MEASURES SHALL BE PROVIDED TO REDUCE OR PREVENT THE SURFACE AND AIR TRANSPORT OF DUST DURING CONSTRUCTION. CONTROL MEASURES INCLUDE APPLYING MULCH AND ESTABLISHING VEGETATION, WATER SPRAYING, SURFACE ROUGHENING, APPLYING POLYMERS, SPRAY-ON TACKIFIERS, CHLORIDES, AND BARRIERS. SOME SITES MAY REQUIRE A COMBINATION OF MEASURES TO ACHIEVE THE PERFORMANCE STANDARDS REQUIRED.
 - THE USE, STORAGE, AND DISPOSAL OF CEMENT, AND OTHER COMPOUNDS AND MATERIALS USED ON SITE SHALL BE MANAGED DURING THE CONSTRUCTION PERIOD TO PREVENT THEIR TRANSPORT BY RUNOFF INTO WATERS OF THE STATE.
 - CONTRACTOR SHALL PROVIDE AN OPEN AGGREGATE CONCRETE TRUCK WASHOUT AREA ON SITE. CONTRACTOR TO ENSURE THAT CONCRETE WASHOUT SHALL BE CONTAINED TO THIS DESIGNATED AREA AND NOT INTO STORM INLETS OR INTO THE OVERLAND STORMWATER DRAINAGE SYSTEM. WASHOUT AREA SHALL BE REMOVED UPON COMPLETION OF CONSTRUCTION.
 - TEMPORARY SITE RESTORATION SHALL TAKE PLACE IN DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE OR ON WHICH LAND DISTURBING ACTIVITIES WILL NOT BE PERFORMED FOR A PERIOD GREATER THAN 14 DAYS AND REQUIRES VEGETATIVE COVER FOR LESS THAN ONE YEAR. THIS TEMPORARY SITE RESTORATION REQUIREMENT ALSO APPLIES TO SOIL STOCKPILES THAT EXIST FOR MORE THAN 7 DAYS. PERMANENT RESTORATION APPLIES TO AREAS WHERE PERENNIAL VEGETATIVE COVER IS NEEDED TO PERMANENTLY STABILIZE AREAS OF EXPOSED SOIL. PERMANENT STABILIZATION SHALL OCCUR WITHIN 3 WORKING DAYS OF FINAL GRADING. TOPSOIL, SEED, AND MULCH SHALL BE IN GENERAL CONFORMANCE WITH TECHNICAL STANDARDS 1058 AND 1059 AND SHALL MEET THE SPECIFICATIONS FOUND IN THE LANDSCAPING AND SITE RESTORATION PLAN. THE LANDSCAPING AND SITE RESTORATION PLAN SHALL BE A SEPARATE DOCUMENT. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR FINAL STABILIZATION MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.
 - IF SITE DRAINAGE IS REQUIRED FOR PROPOSED CONSTRUCTION ACTIVITIES, ALL SEDIMENT LADEN WATER GENERATED DURING THE DRAINAGE PROCESS SHALL BE TREATED TO REMOVE SEDIMENT PRIOR TO DISCHARGING OFF SITE OR TO WATERS OF THE STATE. FOLLOW ALL PROCEDURES FOUND IN TECHNICAL STANDARD 1060.
 - ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH WORKING DAY. DUST CONTROL MEASURES REQUIRED BY TECHNICAL STANDARD 1058 AND 1059 (CURRENT EDITION) FLOODING SHALL NOT BE ALLOWED.
 - ALL EROSION CONTROL DEVICES SHALL AT A MINIMUM BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD. MAINTENANCE SHALL BE PERFORMED PER WISCONSIN ADMINISTRATIVE CODE (WA/C) NR 151.105 STORMWATER MANAGEMENT TECHNICAL STANDARD REQUIREMENTS.
 - EROSION CONTROL MEASURES SHALL NOT BE REMOVED UNTIL THE AREAS SERVED HAVE ESTABLISHED VEGETATIVE COVER.
 - THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL LOCAL EROSION CONTROL PERMITS.

DIVISION 32 EXTERIOR IMPROVEMENTS

32 10 00 AGGREGATE BASE & ASPHALT PAVEMENT

- CONTRACTOR TO PROVIDE COMPACTED AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT WHERE INDICATED ON THE PLANS. ALL AGGREGATE PROVIDED MUST COMPLY WITH SECTION 305 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. PROVIDE HOT MIX ASPHALT MIXTURE TYPES PER SECTION 460 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. CONTRACTOR SHALL OBTAIN AND REVIEW SOILS REPORT FOR RECOMMENDATIONS FOR SUB-GRADE / GEOTECHNICAL BELOW CRUSHED AGGREGATE (IF APPLICABLE). CONTRACTOR TO PROVIDE AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT TYPES AND DEPTHS AS INDICATED BELOW:

STANDARD ASPHALT PAVING SECTION	HEAVY ASPHALT PAVING SECTION
1-1/2" SURFACE COURSE (S 17 SB-285)	1-1/2" SURFACE COURSE (S 17 SB-285)
WISDOT #55-2.5 THICK COAT (STAGED PAVING)	WISDOT #55-2.5 THICK COAT (STAGED PAVING)
2" BINDER COURSE (S 17 SB-285)	2-1/2" BINDER COURSE (S 17 SB-285)
10" OF 1-1/4" CRUSHED AGGREGATE	12" OF 1-1/4" CRUSHED AGGREGATE

- CONTRACTOR TO COMPACT THE AGGREGATE BASE, ASPHALT BINDER COURSE, AND ASPHALT SURFACE COURSE TO AN AVERAGE DENSITY PER WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. ALL ASPHALT PAVEMENT AREAS SHALL BE PAVED TO WITHIN 0.10' OF DESIGN SURFACE GRADES WITH POSITIVE DRAINAGE BEING MAINTAINED IN ACCORDANCE WITH DESIGN PLANS. A MINIMUM OF 1% SLOPE SHALL BE MAINTAINED IN ALL ASPHALT PAVEMENT AREA.
- HOT MIX ASPHALT CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF GEOTECHNICAL REPORT OR CONSTRUCTION DOCUMENTS.
- CONTRACTOR TO PROVIDE 4" WIDE YELLOW PAINTED STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. YELLOW PAINT MARKINGS SHALL ALSO BE PROVIDED FOR H.C. ACCESSIBLE SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGES.

32 00 CONCRETE AND AGGREGATE BASE

- CONTRACTOR TO PROVIDE CRUSHED AGGREGATE BASE AND CONCRETE WHERE INDICATED ON THE PLANS.
- ALL AGGREGATE PROVIDED MUST COMPLY WITH SECTION 305 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. ALL AGGREGATE PLACED MUST BE COMPACTED TO AN AVERAGE DENSITY PER WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- DESIGN AND CONSTRUCTION OF ALL CAST-IN-PLACE EXTERIOR CONCRETE FLAT WORK SHALL CONFORM TO ACI 308R-08 & ACI 318R-08.
- EXTERIOR CONCRETE FLAT WORK CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF THE GEOTECHNICAL REPORT OR THIS SPECIFICATION. CONCRETE FLAT WORK CONSTRUCTION IS AS FOLLOWS:
 - SIDEWALK CONCRETE: 4" OF CONCRETE OVER 3/4" OF 3/4" CRUSHED AGGREGATE BASE. CONTRACTION JOINTS SHALL BE SPACED AT 10' WIDE BY 1" DEEP TOOLED JOINT WHERE INDICATED ON THE PLANS.
 - LOADING DOCK CONCRETE: 8" OF CONCRETE OVER 6" OF 3/4" CRUSHED AGGREGATE BASE.
 - CONCRETE SHALL BE REINFORCED WITH ONE OF THE FOLLOWING AND PLACED IN THE UPPER 1/3 TO 1/4 OF THE SLAB:
 - 4"x4" WS-50X5'S W.W.F.
 - TWO LAYERS OF 4"x4" W-230X2'S W.W.F.
 - #3 REBARS AT 1'-1/2' O.C.
 - #4 REBARS AT 1' O.C.
 - LOADING DOCK CONCRETE JOINTING SHALL BE AS FOLLOWS:
 - CONTRACTION SAWCUT JOINT: CONTRACTOR SHALL PROVIDE A SAWCUT JOINT AT MAXIMUM SPACING OF 15' ON CENTER. SAWCUT JOINT SHALL BE 2" IN DEPTH.
 - TYPICAL POUR CONTROL JOINT: POUR CONTROL JOINT SHALL BE PROVIDED WITH 1-1/4" DIAMETER BY 20" LONG SMOOTH DOWEL PLACED AT 12' ON CENTER. ONE HALF OF THE DOWEL SHALL BE GREASED. GREENSTREAK 9" SPEED DOWEL TUBES SHALL BE USED.
 - DUMPTER PAD/APRON CONCRETE: 8" OF CONCRETE OVER 6" OF AGGREGATE BASE.
 - CONCRETE SHALL BE STEEL REINFORCED WITH THE FOLLOWING AND PLACED IN THE UPPER 1/3 TO 1/4 OF THE SLAB:
 - TIE BARS AT ALL CONTRACTION JOINTS OF THE CONCRETE. TIE BARS SHALL BE #4 REBAR 30" LONG PLACED AT 30' O.C.
 - DUMPTER PAD CONCRETE JOINTING SHALL BE AS FOLLOWS:
 - CONTRACTION SAWCUT JOINT: CONTRACTOR SHALL PROVIDE A SAWCUT JOINT AT MAXIMUM SPACING OF 15' ON CENTER. SAWCUT SHALL BE 2" IN DEPTH.
 - TYPICAL POUR CONTROL JOINT: POUR CONTROL JOINT SHALL BE PROVIDED WITH 1-1/4" DIAMETER BY 20" LONG SMOOTH DOWEL PLACED AT 12' O.C. ONE HALF OF THE DOWEL SHALL BE GREASED. GREENSTREAK 9" SPEED DOWEL TUBES SHALL BE USED.

4. HEAVY DUTY CONCRETE (TRUCK TRAFFIC): 6" OF CONCRETE OVER 6" OF 3/4" CRUSHED AGGREGATE. CONCRETE SHALL BE REINFORCED WITH #3 REBARS ON CHAIRS AT 3' O.C. REBAR SHALL BE PLACED PLACED IN THE UPPER 1/3 TO 1/4 OF THE SLAB. CONTRACTION JOINTS SHALL BE SAWCUT 1'5" IN DEPTH AND BE SPACED A MAXIMUM OF 15' ON CENTER.
- DESIGN MIXES SHALL BE IN ACCORDANCE WITH ASTM C94.
1. STRENGTH TO BE MINIMUM OF 4500 PSI AT 28 DAYS FOR EXTERIOR CONCRETE.
2. MAXIMUM WATER/CEMENT RATIO SHALL BE 0.45.
3. SLUMP SHALL NOT EXCEED 4" FOR EXTERIOR CONCRETE FLAT WORK.
4. SLUMP SHALL BE 2.5" OR LESS FOR SLIP-FORMED CURB AND GUTTER.
5. SLUMP SHALL BE BETWEEN 1.5" TO 3" FOR NON-SLIP-FORMED CURB AND GUTTER.
6. ALL EXTERIOR CONCRETE SHALL BE AIR ENTRAINED WITH 4% TO 7% AIR CONTENT. NO OTHER ADMIXTURES SHALL BE USED WITHOUT APPROVAL OF EXCEL ENGINEERING. INC. CALCIUM CHLORIDE SHALL NOT BE USED.
7. MAXIMUM AGGREGATE SIZE FOR ALL EXTERIOR CONCRETE SHALL BE 0.75 INCHES.
8. VERIFY EQUIPMENT CONCRETE PAD DEEPS WITH RESPECTIVE CONTRACTORS. PADS SHALL HAVE FIBERMESH 300 FIBERS AT A RATE OF 1.5 LBS/CU. YD. OR 6 X 6-WI 4 X W1 4 WELDED WIRE MESH WITH MINIMUM 1 INCH COVER. EQUIPMENT PADS SHALL BE 3.5 INCHES THICK WITH 1 INCH CHAMFER UNLESS SPECIFIED OTHERWISE. COORDINATE ADDITIONAL PAD REQUIREMENTS WITH RESPECTIVE CONTRACTOR.
9. ALL CONCRETE FLAT WORK SURFACES AND CONCRETE CURB FLOWLINES SHALL BE CONSTRUCTED TO WITHIN 0.05' OF DESIGN SURFACE AND FLOWLINE GRADIES ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE DESIGN PLANS.
10. CONCRETE FLAT WORK SHALL HAVE CONTRACTION JOINTS OR SAW CUT JOINTS PLACED AS INDICATED ON THE PLANS OR PER THIS SPECIFICATION. SAWCUTS SHALL BE DONE AS SOON AS POSSIBLE, BUT NO LATER THAN 24 HOURS AFTER CONCRETE IS PLACED. CONCRETE CURB AND GUTTER JOINTING SHALL BE PLACED EVERY 10' OR CLOSER (6' MIN). IF CONCRETE PAVEMENT IS ADJACENT TO CONCRETE CURB JOINTING IN THE PAVEMENT AND CURB SHALL ALIGN. ALL EXTERIOR CONCRETE SHALL HAVE A LIGHT BROOM FINISH UNLESS NOTED OTHERWISE. A UNIFORM COAT OF A HIGH SOLIDS CURING COMPOUND MEETING ASTM C130 SHOULD BE APPLIED TO ALL EXPOSED CONCRETE SURFACES. ALL CONCRETE IS TO BE CURED FOR 7 DAYS. EXTERIOR CONCRETE SHALL BE SEPARATED FROM BUILDINGS WITH CONTINUOUS 0.5 INCH FIBER EXPANSION JOINT AND/OR 0.25 INCH FIBER EXPANSION JOINT AT DECORATIVE MASONRY UNITS.
11. ALL REINFORCING BARS SHALL BE ASTM A615 GRADE 60. THICKNESS OF CONCRETE COVER OVER REINFORCEMENT SHALL BE NOT LESS THAN 3" WHERE CONCRETE IS DEPOSITED AGAINST THE GROUND WITHOUT THE USE OF FORMS AND NOT LESS THAN 1.5" IN ALL OTHER LOCATIONS. ALL REINFORCING SHALL BE LAPPED 36 DIAMETERS FOR UP TO #8 BARS, 48 DIAMETERS FOR #7 TO #10 BARS OR AS NOTED ON THE DRAWINGS AND EXTENDED AROUND CORNERS WITH CORNER BARS. PLACING AND DETAILING OF TIE, REINFORCING AND REINFORCING SUPPORTS SHALL BE IN ACCORDANCE WITH CRSI AND ACI MANUAL AND STANDARD PRACTICES. THE REINFORCEMENT SHALL NOT BE PAINTED AND MUST BE FREE OF GREASE, OIL OR DEEP RUST WHEN PLACED IN THE WORK. ALL WELDED WIRE FABRIC SHALL MEET THE REQUIREMENTS OF ASTM A-185. WELDED WIRE FABRIC SHALL BE PLACED 2" FROM TOP OF SLAB, UNLESS INDICATED OTHERWISE.
12. CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO SAMPLE MATERIALS, PERFORM TESTS, AND SUBMIT TEST REPORTS DURING CONCRETE PLACEMENT. TESTS WILL BE PERFORMED ACCORDING TO ACI 301. CAST AND LABORATORY CURE ONE SET OF FOUR STANDARD CYLINDERS FOR EACH COMPOSITE SAMPLE FOR EACH DAY'S POUR OF EACH CONCRETE MIX EXCEEDING 5 CU. YD. BUT LESS THAN 25 CU. YD. PLUS ONE SET FOR EACH ADDITIONAL 50 CU. YD. OR FRACTION THEREOF. PERFORM COMBINE SETS FOR EACH DAY'S POUR. TEST TWO SPECIMENS AT 1 DAY AND TWO SPECIMENS AT 28 DAYS. PERFORM SLUMP TESTING ACCORDING TO ASTM C 143. PROVIDE ONE TEST AT POINT OF PLACEMENT FOR EACH COMPOSITE SAMPLE, BUT NOT LESS THAN ONE TEST FOR EACH DAY'S POUR OF EACH CONCRETE MIX. PERFORM ADDITIONAL TESTS WHEN CONTRACTOR CONSISTENCY APPEARS TO CHANGE.
13. PROTECT FRESHLY PLACED CONCRETE FROM PREMATURE DRYING AND EXCESSIVE COOL OR HOT TEMPERATURES. IN HOT, DRY, AND WINDY WEATHER, APPLY AN EVAPORATION-CONTROL COMPOUND ACCORDING TO MANUFACTURER'S INSTRUCTIONS AFTER SCREEDING AND BULL-FLOATING, BUT BEFORE POWER FLOATING AND TROWELLING.
14. LIMIT MAXIMUM WATER-CEMENT RATIO OF CONCRETE EXPOSED TO FREEZING, THAWING AND DEICING SALTS TO 0.45.
15. TEST RESULTS WILL BE REPORTED IN WRITING TO THE DESIGN ENGINEER, READY-MIX PRODUCER, AND CONTRACTOR WITHIN 24 HOURS AFTER TESTS. REPORTS OF COMPRESSIVE STRENGTH, NAME AND NUMBER, DATE OF CONCRETE PLACEMENT, NAME OF CONCRETE TESTING SERVICE, CONCRETE TYPE AND CLASS, LOCATION OF CONCRETE BATCH IN STRUCTURE, DESIGN COMPRESSIVE STRENGTH AT 28 DAYS, CONCRETE MIX PROPORTIONS AND MATERIALS, COMPRESSIVE BREAKING STRENGTH, AND TYPE OF BREAK FOR BOTH 7-DAY TESTS AND 28-DAY TESTS.
16. CONTRACTOR TO PROVIDE 4" WIDE YELLOW PAINTED STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. YELLOW PAINT MARKINGS SHALL ALSO BE PROVIDED FOR H.C. ACCESSIBLE SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGES.

32 30 00 LANDSCAPING AND SITE STABILIZATION

- TOPSOIL: CONTRACTOR TO PROVIDE A MINIMUM OF 6" OF TOPSOIL FOR ALL DISTURBED OPEN AREAS. REUSE SURFACE SOIL STOCKPILED ON SITE AND SUPPLEMENT WITH IMPORTED OR MANUFACTURED TOPSOIL FROM SITE SOURCES WHEN QUANTITIES ARE INSUFFICIENT. EXCAVATOR SHALL BE RESPONSIBLE FOR EXCAVATING TOPSOIL TO WITHIN 1" OF FINAL GRADE PRIOR TO LANDSCAPER FINAL GRADING. LANDSCAPER TO PROVIDE PULVERIZING AND FINAL GRADING OF TOPSOIL. PROVIDE SOIL SAMPLES BY A QUALIFIED PARTY PRIOR TO PLACEMENT OF SOIL TO BE USED AS TOPSOIL AND TO DETERMINE THE NECESSARY SOIL AMENDMENTS. TEST SOIL FOR PRESENCE OF ATTRAZINE AND INFORM EXCEL ENGINEERING, INC. IF PRESENT PRIOR TO BIDDING PROJECT. TOPSOIL SHALL HAVE A PH RANGE OF 5.5 TO 8.2, CONTAIN A MINIMUM OF 5 PERCENT ORGANIC MATERIAL CONTENT, AND SHALL BE FREE OF STONES 1 INCH OR LARGER IN DIAMETER. ALL MATERIALS HARMFUL TO PLANT GROWTH SHALL ALSO BE REMOVED.
- TOPSOIL INSTALLATION: LOOSEN SUBGRADE TO A MINIMUM DEPTH OF 4 INCHES AND REMOVE STONES LARGER THAN 1 INCH IN DIAMETER. ALSO REMOVE ANY STICKS, ROOTS, RUBBER AND OTHER EXTRANEOUS MATTER AND DEPOSE OF THEM PROPERLY. SPREAD TOPSOIL TO A DEPTH OF 6" BUT NOT LESS THAN WHAT IS REQUIRED TO FILL FINISHED GRADES AFTER LIGHT ROLLING AND NATURAL SETTLEMENT. DO NOT SPREAD TOPSOIL IF SUBGRADE IS FROZEN, MUDDY, OR EXCESSIVELY WET. GRADE TOPSOIL AREAS TO A SMOOTH, UNIFORM SURFACE PLANE WITH LOOSE, UNIFORM FINE TEXTURE. GRADE TO WITHIN 0.05 FEET OF FINISHED GRADE ELEVATION.
- SEEDING LAWN:
 1. PERMANENT LAWN AREAS SHALL BE SEEDDED WITH THE FOLLOWING MIXTURE: 65% KENTUCKY BLUEGRASS BLEND (2.0-2.6 LBS./1,000 S.F.), 20% PERENNIAL RYEGRASS (0.6-0.8 LBS./1,000 S.F.), 15% FINE FESCUE (0.4-0.8 LBS./1,000 S.F.). STRAW AND MULCH SHALL BE Laid AT 100 LBS./1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS./1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. ALL SITE DISTURBED AREAS NOT DESIGNATED FOR OTHER LANDSCAPING AND SITE STABILIZATION METHODS SHALL BE SEEDDED AS PERMANENT LAWN. NO BARE TOPSOIL SHALL BE LEFT ON SITE. FOLLOW PROCEDURES FOUND IN WISCONSIN TECHNICAL STANDARDS 1058 & 1059.
 2. ALL PERMANENT AND TEMPORARY STORM WATER CONVEYANCE SWALE BOTTOMS AND SIDE SLOPES SHALL BE SEEDDED WITH THE FOLLOWING MIXTURE: 45% KENTUCKY BLUEGRASS (0.60 LBS./1,000 S.F.), 40% CREEPING RED FESCUE (0.50 LBS./1,000 S.F.), AND 15% PERENNIAL RYEGRASS (0.20 LBS./1,000 S.F.). FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS./1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. FOLLOW PROCEDURES FOUND IN WISCONSIN TECHNICAL STANDARDS 1058 & 1059.
 3. ALL TEMPORARY SEEDING SHALL CONIST OF THE FOLLOWING MIXTURE: 100% RYEGRASS AT 1.3 LBS./1,000 S.F. STRAW AND MULCH SHALL BE Laid AT 100 LBS./1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS./1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. FOLLOW PROCEDURES FOUND IN WISCONSIN TECHNICAL STANDARDS 1058 & 1059.
- SEEDING LAWN MAINTENANCE: CONTRACTOR TO PROVIDE MAINTENANCE OF ALL LANDSCAPING FOR A PERIOD OF 90 DAYS FROM THE DATE OF INSTALLATION. AT THE END OF THE MAINTENANCE PERIOD, A HEALTHY, UNIFORM, CLOSE STAND OF GRASS SHOULD BE ESTABLISHED FREE OF WEEDS AND SURFACE REGULARITIES. LAWN COVERAGE SHOULD EXCEED 90% AND BARE SPOTS SHOULD NOT EXCEED 5.0%. CONTRACTOR SHOULD REESTABLISH LAWNS THAT DO NOT COMPLY WITH THESE REQUIREMENTS AND CONTINUE MAINTENANCE UNTIL LAWNS ARE SATISFACTORY.
- EROSION MATTING:
 1. CONTRACTOR TO PROVIDE EROSION CONTROL MATTING (NORTH AMERICAN GREEN S108 OR EQUIVALENT) ON ALL SLOPES THAT ARE 4:1. LAWN SEED SHALL BE PLACED BELOW MATTING IN ACCORDANCE WITH SEEDING REQUIREMENTS AND MANUFACTURER SPECIFICATIONS.
 2. CONTRACTOR TO PROVIDE EROSION MATTING (NORTH AMERICAN GREEN C1250 OR EQUIVALENT) IN ALL SWALE BOTTOMS AND SIDE SLOPES AS REQUIRED. LAWN SEED SHALL BE PLACED BELOW MATTING IN ACCORDANCE WITH SEEDING REQUIREMENTS AND MANUFACTURER SPECIFICATIONS.
- TREES AND SHRUBS: FURNISH NURSERY-GROWN TREES AND SHRUBS WITH HEALTHY ROOT SYSTEMS DEVELOPED BY TRANSPORTING OR ROOT PRUNING. PROVIDE WELL-SHAPED FILLIES BRANCHED, AND HEALTHY LOOKING STOCK. STOCK SHOULD ALSO BE FREE OF DISEASE, INSECTS, EGGS, LARVAE, AND DEFECTS SUCH AS KNOTS, SUN SCALD, INJURIES, ABRASIONS, AND DISFIGUREMENT. SET THE LANDSCAPE PLAN FOR SPECIFIC SPECIES, TYPE, SIZE, AND LOCATION.
- TREE AND SHRUB INSTALLATION: EXCAVATE CIRCULAR PITS WITH SIDES SLOPED INWARD. TRIM BASE LEAVING CENTER AREA RAISED SLIGHTLY TO SUPPORT ROOT BALL. EXCAVATE PITS APPROXIMATELY THREE TIMES AS WIDE AS THE ROOT BALL DIAMETER. TREES AND SHRUBS PLUMB AND IN CENTER OF PIT WITH TOP OF BALL 1" ABOVE ADJACENT FINISHED GRADES. PLANT PLANTS WITH HEALTHY ROOT BALLS IN LAYERS AND TAMP TO SETTLE MIX. WATER ALL PLANTS WITHIN 7 DAYS OF INSTALLATION. PROVIDE TEMPORARY STAKING FOR TREES AS REQUIRED.
- TREES AND SHRUB MAINTENANCE/WARRANTY: CONTRACTOR TO PROVIDE MAINTENANCE OF ALL LANDSCAPING FOR A PERIOD OF 90 DAYS FROM THE DATE OF INSTALLATION. MAINTENANCE TO INCLUDE REGULAR WATERING AS REQUIRED FOR SUCCESSFUL PLANT ESTABLISHMENT. CONTRACTOR TO PROVIDE 1 YEAR WARRANTY ON ALL TREES, SHRUBS, AND PERENNIALS.
- PLASTIC EDGING: INSTALL VALLEY VIEW INDUSTRIES BLACK DIAMOND LAWN EDGING TO SEPARATE ALL PLANTING BEDS FROM LAWN AREAS. EDGING TO BE 5.5" TALL WITH METAL STAKES INSTALLED PER MANUFACTURER'S WRITTEN INSTRUCTIONS.

DIVISION 33 UTILITIES

33 10 00 SITE UTILITIES

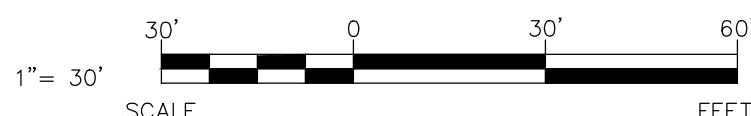
- CONTRACTOR TO FIELD VERIFY ALL EXISTING UNDERGROUND UTILITIES ON SITE. CONTRACTOR TO VERIFY PIPE LOCATIONS, SIZES, AND DEPTHS AT POINT OF PROPOSED CONNECTIONS AND VERIFY PROPOSED UTILITY ROUTES ARE CLEAR PER CODES OF ALL EXISTING UTILITIES AND OTHER OBSTRUCTIONS PRIOR TO CONSTRUCTION. COSTS INCURRED FOR FAILURE TO DO SO SHALL BE THE CONTRACTORS RESPONSIBILITY.
- CONTRACTOR TO FIELD RELEASE ALL EXISTING SANITARY AND STORM LATERALS THAT ARE SCHEDULED TO BE RE-USED AND/OR CONNECTED TO ON SITE. THE TELLING SHALL BE COMPLETED TO ENSURE THE EXISTING LATERALS ARE FREE OF OBSTRUCTIONS AND IN SOUND STRUCTURAL CONDITION. TELLING OF THESE LATERALS SHOULD BE COMPLETED AT BEGINNING OF CONSTRUCTION AND DESIGN ENGINEER SHALL BE NOTIFIED OF ANY PIPE OBSTRUCTIONS AND/OR STRUCTURAL DEFICIENCIES IMMEDIATELY AFTER COMPLETION OF FIELD TELLING.
- ALL PROPOSED SANITARY PIPE SHALL BE IN ACCORDANCE WITH MATERIALS SPECIFIED IN TABLE A: ALLOWABLE PIPE MATERIAL SCHEDULE ON C.01 OF THE PROPOSED PLANSET. FITTING IN LINE WITH THE SANITARY SERVICE WITH THE CLEANOUT LEG OF THE COMBINATION WYE FACING STRAIGHT UP. THE CLEANOUT SHALL CONSIST OF A 4" VERTICAL PVC PIPE WITH A WATER TIGHT REMOVABLE CLEANOUT PLUG. AN 8" PVC FROST SLEEVE SHALL BE PROVIDED. THE BOTTOM OF THE FROST SLEEVE SHALL TERMINATE 12" ABOVE THE TOP OF THE SANITARY LATERAL, OR AT LEAST 6" BELOW THE PREDICTED FROST DEPTH, WHICHEVER IS SHALLOWER. THE CLEANOUT SHALL EXTEND JUST ABOVE THE SURFACE GRADE IN LAWN OR LANDSCAPE AREAS WITH THE FROST SLEEVE TERMINATING AT THE GRADE SURFACE. THE CLEANOUT SHALL EXTEND TO 4 INCHES BELOW SURFACE GRADE IN PAVED SURFACES WITH A ZURN (IZ-1474-K) HEAVY DUTY CLEANOUT HOUSING PLACED OVER THE TOP OF THE CLEANOUT FLUSH WITH THE SURFACE GRADE. IN PAVED SURFACES, THE FROST SLEEVE SHALL TERMINATE IN A CONCRETE PAD AT LEAST 6" THICK AND EXTENDING AT LEAST 9" FROM THE SLEEVE ON ALL SIDES, SLOPING AWAY FROM THE SLEEVE. THE CLEANOUT HOUSING SHALL BE CONSTRUCTED PER MANUFACTURERS REQUIREMENTS.
- ALL PVC STORM PIPING SHALL BE IN ACCORDANCE WITH MATERIALS SPECIFIED IN TABLE A: ALLOWABLE PIPE MATERIAL SCHEDULE ON C.01 OF THE PROPOSED PLANSET. SEE UTILITY PLANS FOR ALL STORM PIPE MATERIAL TYPES TO BE USED.
- SANITARY AND STORM UTILITY PIPE INVERTS SHALL BE CONSTRUCTED WITHIN 0.10' OF DESIGN INVERT ELEVATIONS AND ASSUMING PIPE SLOPE AND SEPARATION IS MAINTAINED PER THE UTILITY DESIGN PLANS AND STATE REQUIREMENTS.
- SITE UTILITY CONTRACTOR SHALL RUN SANITARY SERVICE TO A POINT WHICH IS A MINIMUM OF 5' FROM THE EXTERIOR WALL OF THE FOUNDATION. SITE UTILITY CONTRACTOR SHALL RUN STORM SEWER FOR INTERNALLY DRAINED BUILDINGS TO A POINT WHICH IS A MINIMUM OF 5' FROM THE EXTERIOR WALL OF THE FOUNDATION. SITE UTILITY CONTRACTOR SHALL RUN DOWNSPOUT LEADS TO BUILDING FOUNDATION AND UP 6" ABOVE SURFACE GRADE FOR CONNECTION TO DOWNSPOUT. ALL DOWNSPOUT LOCATIONS SHOULD BE VERIFIED WITH ARCHITECTURAL PLANS AND DOWNSPOUT CONTRACTOR/CGC PRIOR TO INSTALLATION OF DOWNSPOUT LEADS. DOWNSPOUT LEADS SHALL NOT UNDERMINE BUILDING FOOTPRINT OR INSTALLATION OF DOWNSPOUT LEADS.
- ALL UTILITIES SHALL BE INSTALLED WITH PLASTIC COATED TRACER WIRE (10 TO 14 GAUGE STD COPPER, OR COPPER COATED STEEL WIRE). PLASTIC WIRE MAY BE TAPED TO PLASTIC WIRE OR SEWER PIPE. IF ATTACHED, THE TRACER WIRE SHALL BE SECURED EVERY 6 TO 20 FEET AND AT ALL BENDS. TRACER WIRE SHALL HAVE ACCESS POINTS AT LEAST EVERY 200 FEET. TRACER WIRE SHALL TERMINATE IN ACCORDANCE WITH MANUFACTURER SPECIFICATIONS AT GRADE OR IN TERMINATION BOX FOR LOCAL UTILITY REQUIREMENTS.
- ALL UTILITIES SHALL BE INSTALLED PER STATE, LOCAL, AND INDUSTRY STANDARDS. SANITARY AND STORM SEWER SHALL BE INSTALLED PER "STANDARD SPECIFICATION FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN". THE DESIGN ENGINEER SHALL BE RESPONSIBLE FOR OBTAINING STATE PLUMBING REVIEW APPROVAL. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL OTHER PERMITS REQUIRED TO INSTALL SANITARY AND STORM SEWER.
- SEE PLANS FOR ALL OTHER UTILITY SPECIFICATIONS AND DETAILS.

Table A:

NOT FOR CONSTRUCTION

C1.0

CIVIL EXISTING SITE AND DEMOLITION PLAN



SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

EXCEL

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PROJECT INFORMATION

PROPOSED DEVELOPMENT IMPROVEMENTS
CORTA DEVELOPMENT
5601 HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

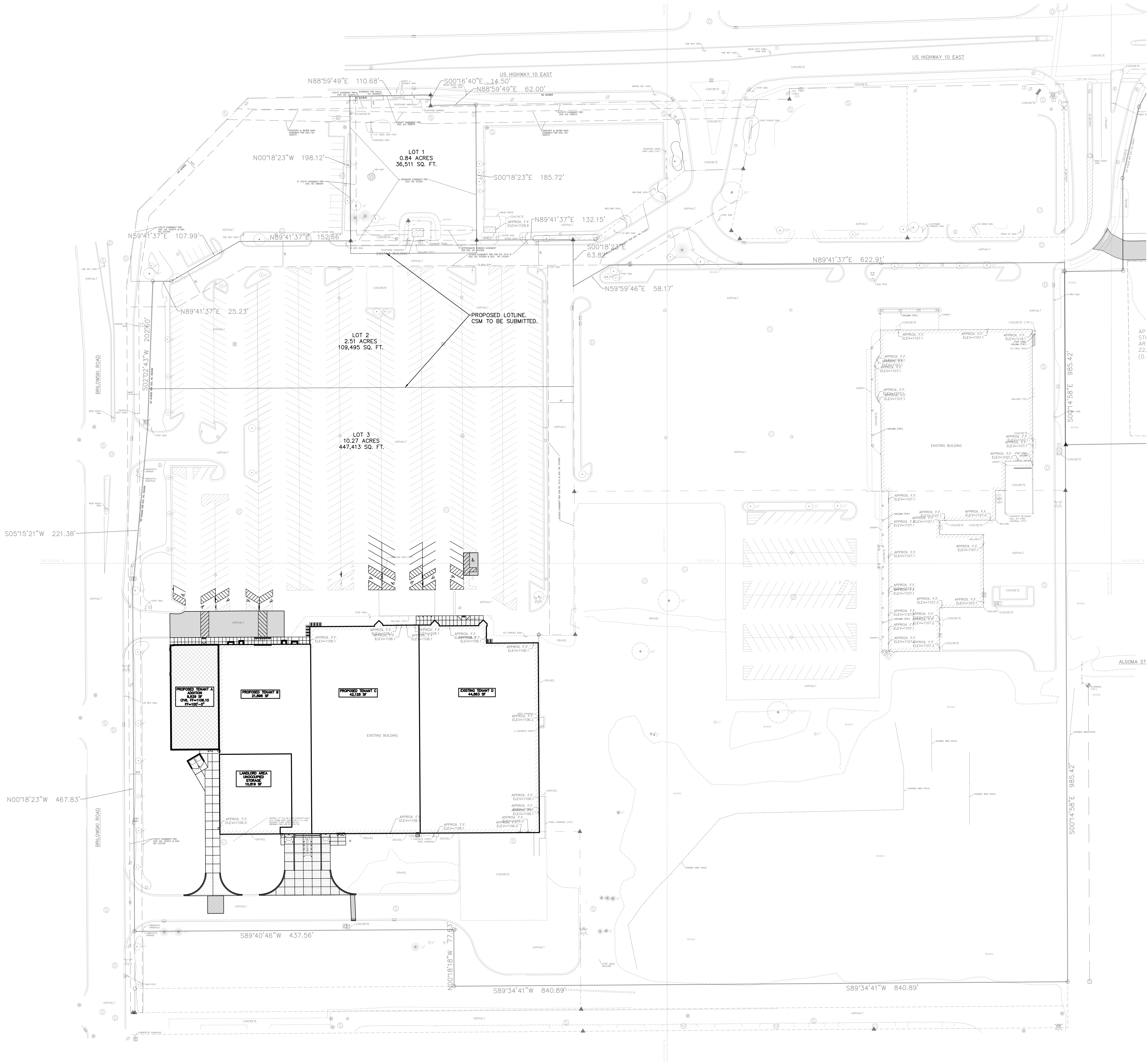
PRELIMINARY DATES
SEPT. 22, 2022
OCT. 21, 2022

JOB NUMBER

2219680

SHEET NUMBER

C1.1A



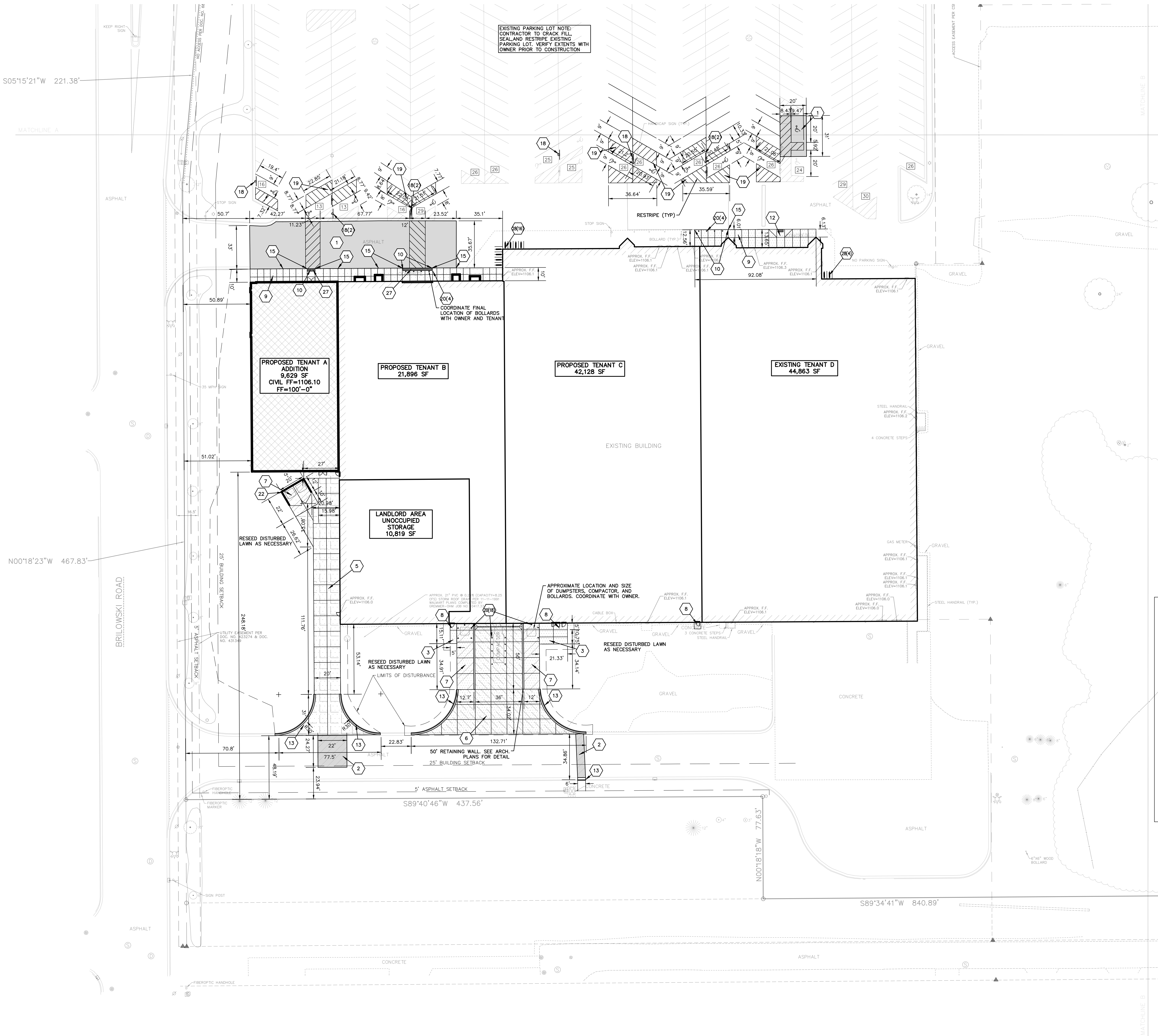
NORTH

1" = 50'

50' 0 50' 100'

SCALE FEET

CIVIL SITE PLAN-OVERALL



SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

EXISTING SITE DATA (LIMITS OF DISTURBANCE)			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	0.94	41,124	
BUILDING FLOOR AREA	0.00	0	0.0%
PAVEMENT (ASP. & CONC.)	0.34	14,658	35.6%
TOTAL IMPERVIOUS	0.34	14,658	35.6%
LANDSCAPE/ OPEN SPACE	0.61	26,466	64.4%

PROPOSED SITE DATA (LIMITS OF DISTURBANCE)			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	0.94	41,124	
BUILDING FLOOR AREA	0.22	9,629	23.4%
PAVEMENT (ASP. & CONC.)	0.28	12,298	29.9%
TOTAL IMPERVIOUS	0.50	21,927	53.3%
LANDSCAPE/ OPEN SPACE	0.44	19,197	46.7%

EXISTING SITE DATA (PROPOSED LOT 3)			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	10.27	447,413	
BUILDING FLOOR AREA	2.75	119,706	26.8%
PAVEMENT (ASP. & CONC.)	5.48	238,862	53.4%
TOTAL IMPERVIOUS	8.23	358,568	80.1%
LANDSCAPE/ OPEN SPACE	2.04	88,845	19.9%

PROPOSED SITE DATA (PROPOSED LOT 3)			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	10.27	447,413	
BUILDING FLOOR AREA	2.97	129,335	28.9%
PAVEMENT (ASP. & CONC.)	5.43	236,502	52.9%
TOTAL IMPERVIOUS	8.40	365,837	81.8%
LANDSCAPE/ OPEN SPACE	1.87	81,576	18.2%

SITE PLAN KEYNOTES

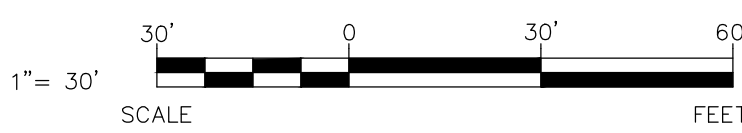
- 1 STANDARD ASPHALT SECTION (TYP.)
 - 2 HEAVY DUTY ASPHALT SECTION (TYP.)
 - 3 CONCRETE SIDEWALK (TYP.)
 - 5 HEAVY DUTY CONCRETE (TYP)
 - 6 LOADING DOCK CONCRETE (TYP)
 - 7 DUMPSTER PAD/APRON CONCRETE (TYP)
 - 8 CONCRETE STOOP (TYP.) SEE ARCH. PLANS FOR DETAILS.
 - 9 RAISED WALK (TYP.)
 - 10 FLUSH WALK (TYP.)
 - 12 ADA CURB RAMP (TYP.)
 - 13 18" CURB & GUTTER (TYP.)
 - 15 PAVEMENT TAPER (TYP.)
 - 18 HANDICAP SIGN (TYP.)
 - 19 HANDICAP STALL & STRIPING PER STATE CODES.
 - 20 BOLLARD (TYP.)
 - 22 DUMPSTER ENCLOSURE (SEE ARCH PLANS FOR DETAILS)
 - 27 DETECTABLE WARNING PLATE
 - 28 BIKE RACK (2' X 6' STALLS)
- (X(X)) IDENTIFICATION: KEYNOTE ITEM(QUANTITY) - IF NO () = QUANTITY IS 1

SITE INFORMATION:

PROPERTY AREA: AREA = 593,287 S.F. (13.62 ACRES).
PROPOSED LOT 3 AREA: AREA = 447,413 S.F. (10.27 ACRES).
EXISTING ZONING: HIGHWAY COMMERCIAL
PROPOSED ZONING: HIGHWAY COMMERCIAL
PROPOSED USE: RETAIL SHOPPING CENTER
AREA OF SITE DISTURBANCE: 41,124 SF (0.94 ACRES)
SETBACKS: BUILDING: FRONT = 40'
SIDE = 25'
REAR = 25'
PAVEMENT: FRONT = 30'
SIDE = 5'
REAR = 5'
PROPOSED BUILDING HEIGHT: EX. TENANT D: 32', PROPOSED TENANT C: 28',
PROPOSED TENANT B: 35', PROPOSED TENANT A: 32' (MAX. HEIGHT ALLOWED: 1,253')
PARKING REQUIRED: 1 SPACE PER 300 S.F. (433 SPACES REQ.)
PARKING PROVIDED: 450 SPACE (15 H.C. ACCESSIBLE)
HANDICAP STALLS REQUIRED: 15, HANDICAP STALLS PROVIDED: 15
BIKE PARKING REQUIRED: 6 FOR 100 CAR STALLS PLUS 1 PER ADDITIONAL 25 (20 REQ.)
BIKE PARKING PROVIDED: 20 STALLS

PAVEMENT HATCH KEY:

- STANDARD ASPHALT
- HEAVY DUTY ASPHALT
- SIDEWALK CONCRETE
- HEAVY DUTY CONCRETE
- LOADING DOCK CONCRETE
- DUMPSTER PAD CONCRETE



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PROJECT INFORMATION

PROPOSED DEVELOPMENT IMPROVEMENTS
CORTA DEVELOPMENT
5601 HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

PRELIMINARY DATES

SEPT. 22, 2022
OCT. 21, 2022

JOB NUMBER

2219680

SHEET NUMBER

C1.1B

NOT FOR CONSTRUCTION

PROJECT INFORMATION

PROPOSED DEVELOPMENT IMPROVEMENTS
CORTA DEVELOPMENT
5601 HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

PRELIMINARY DATES

SEPT. 22, 2022
OCT. 21, 2022

JOB NUMBER

2219680

SHEET NUMBER

C1.2

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

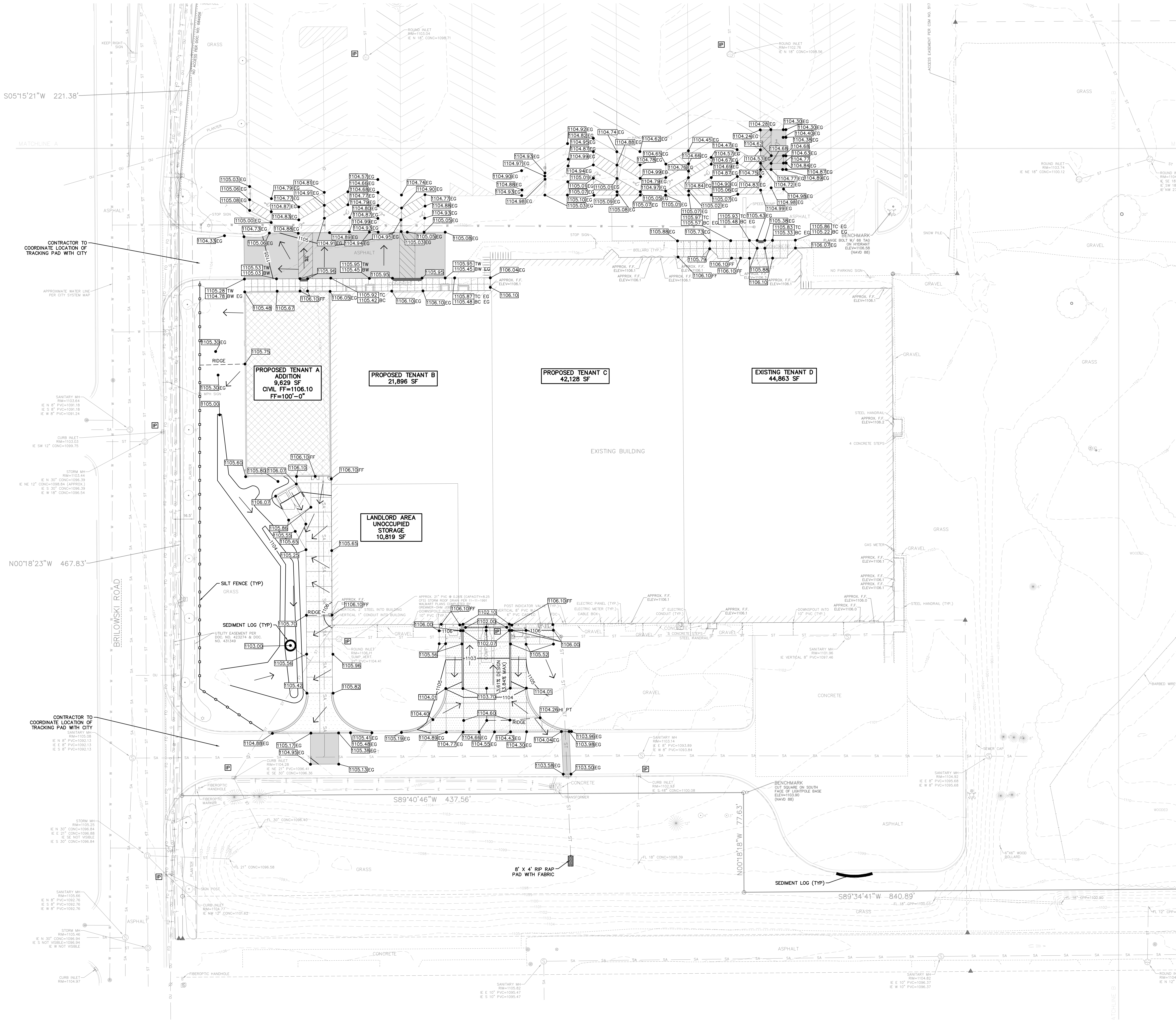
- NOTES:
- HANDICAP STALL AND ACCESS AISLES SHALL NOT EXCEED A SLOPE OF 1.50% IN ANY DIRECTION. HANDICAP STALL & ACCESS AISLES SHALL CONFORM TO ADA REQUIREMENTS (CURRENT EDITION)
 - ALL SIDEWALKS SHALL NOT EXCEED A MAXIMUM CROSS SLOPE OF 1.50% AND RUNNING SLOPE OF 4.50% UNLESS OTHERWISE SPECIFIED.

INLET PROTECTION NOTE:
CONTRACTOR SHALL PROVIDE TEMPORARY INLET PROTECTION FOR ALL CURB INLETS & CATCH BASINS ONSITE & OFFSITE IMMEDIATELY DOWNSTREAM OF THE PROJECT SITE PER LOCAL CODE.

STABILIZED CONSTRUCTION ENTRANCE NOTE:
CONTRACTOR SHALL PROVIDE STABILIZED CONSTRUCTION ENTRANCE AT CONSTRUCTION ENTRANCE FOR PROPOSED IMPROVEMENTS AS REQUIRED PER CODE.

CONCRETE WASHOUT NOTE:
CONTRACTOR SHALL PROVIDE CONCRETE WASHOUT AS REQUIRED PER CODE. FINAL LOCATION TBD BY CONTRACTOR.

Itemized cost of Erosion Control/SWM:
Inlet Protection = \$250 ea. x 5 = \$1,250
Silt Fence = \$1 per LF x 377 = \$377
Sediment Log = \$250 ea. x 1 = \$250
Total Erosion Control Cost Estimate = \$1,877



CIVIL GRADING AND EROSION CONTROL PLAN

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

DOWNSPOUT NOTE:

DS = DENOTES DOWNSPOUT TO
GRADE LOCATIONS. PROVIDE SPLASH BLOCKS AT
ALL DS TO GRADE LOCATIONS. SEE ARCH PLANS
FOR FINAL LOCATIONS.

CLEANOUT NOTE:

CO = DENOTES LOCATIONS WHERE
CONTRACTOR SHALL INSTALL CLEANOUTS, SEE
C0.1 FOR SPECIFICATION.

PROJECT INFORMATION

PROPOSED DEVELOPMENT IMPROVEMENTS
CORTA DEVELOPMENT
5601 HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

PRELIMINARY DATES

SEPT. 22, 2022
OCT. 21, 2022

JOB NUMBER

2219680

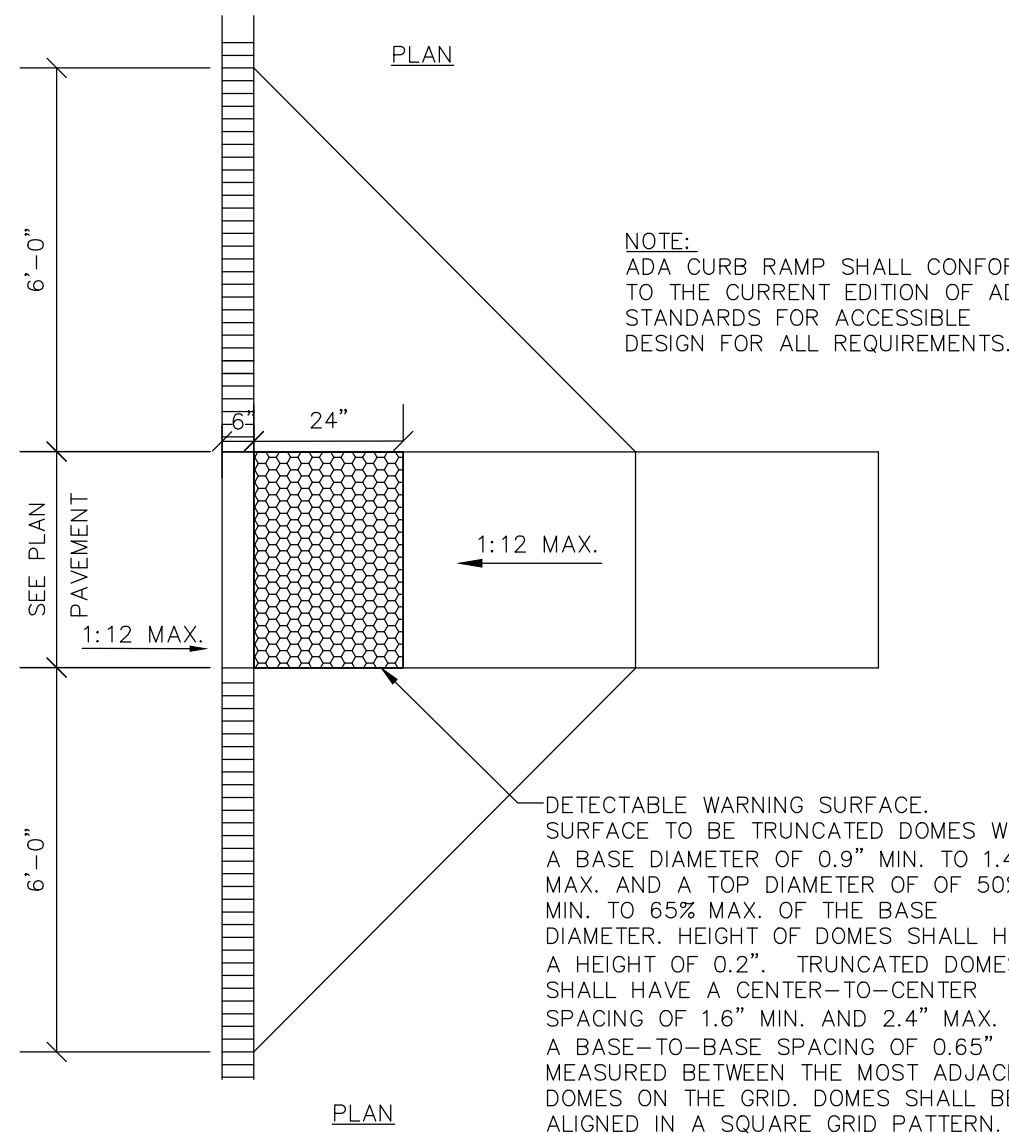
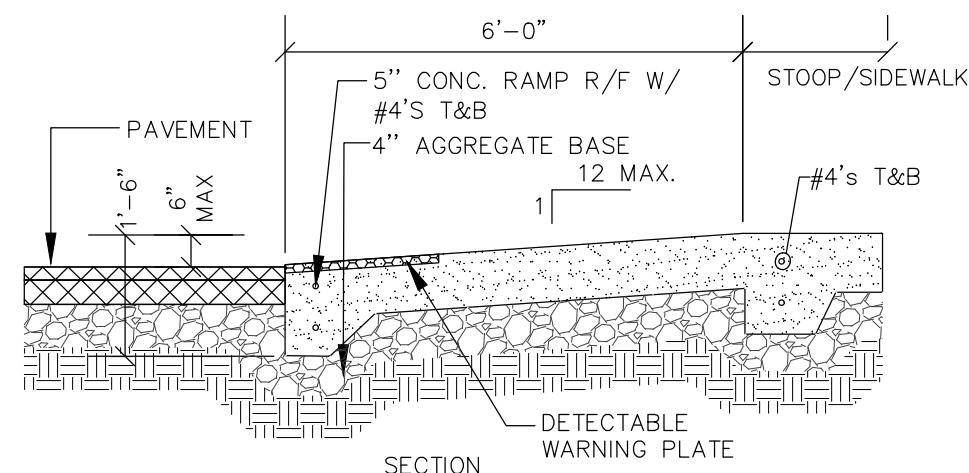
SHEET NUMBER

C1.3

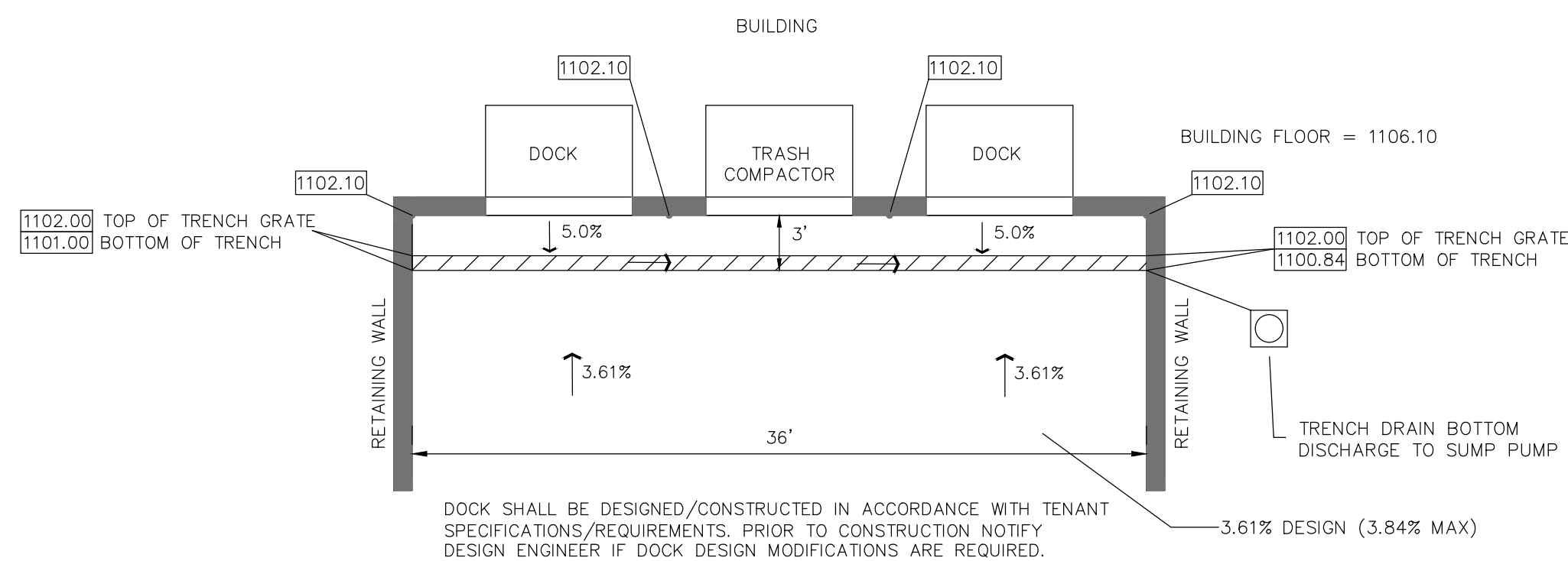


1" = 30'
SCALE
30' 0 30' 60'
FEET

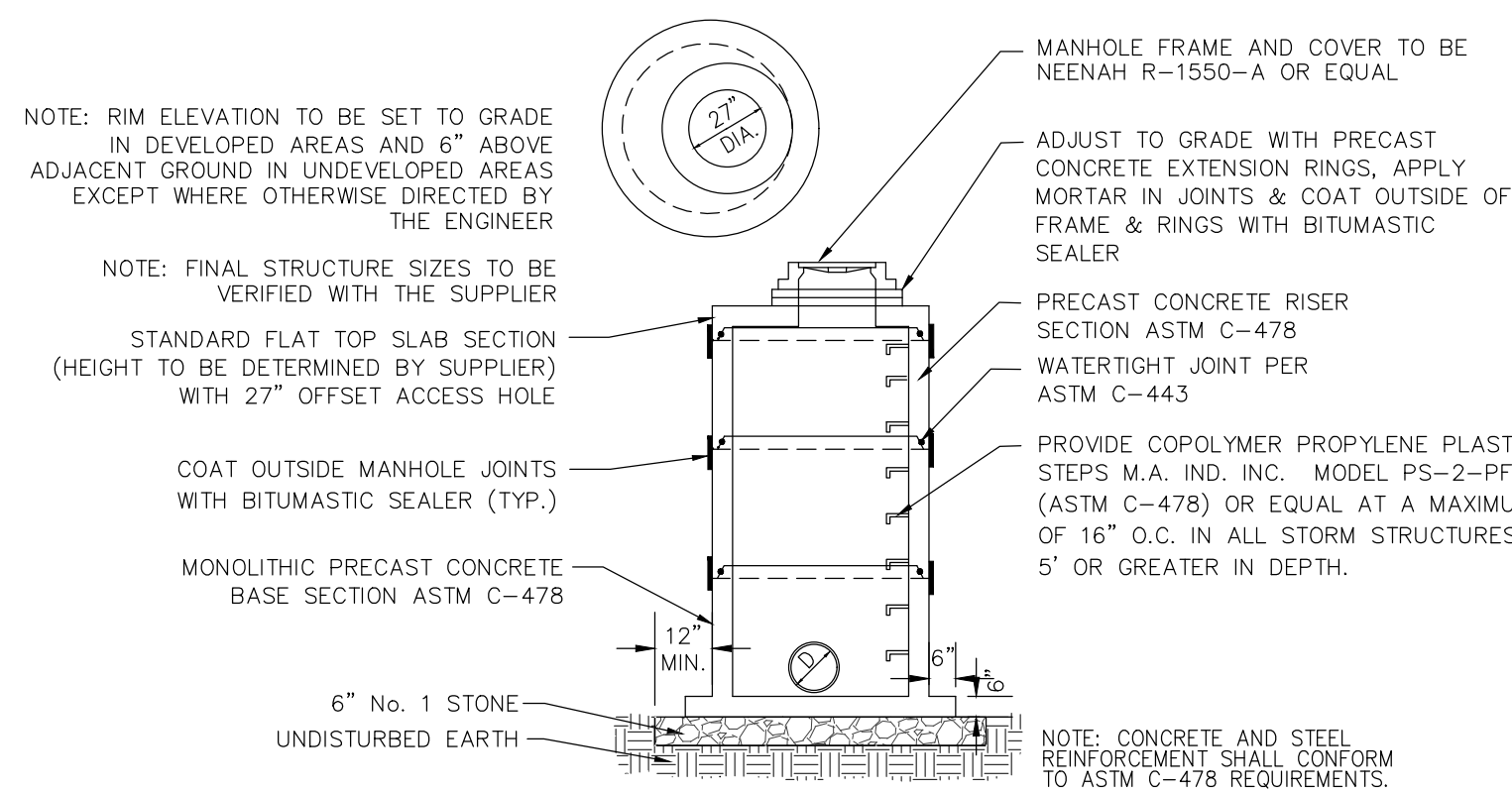
CIVIL UTILITY PLAN



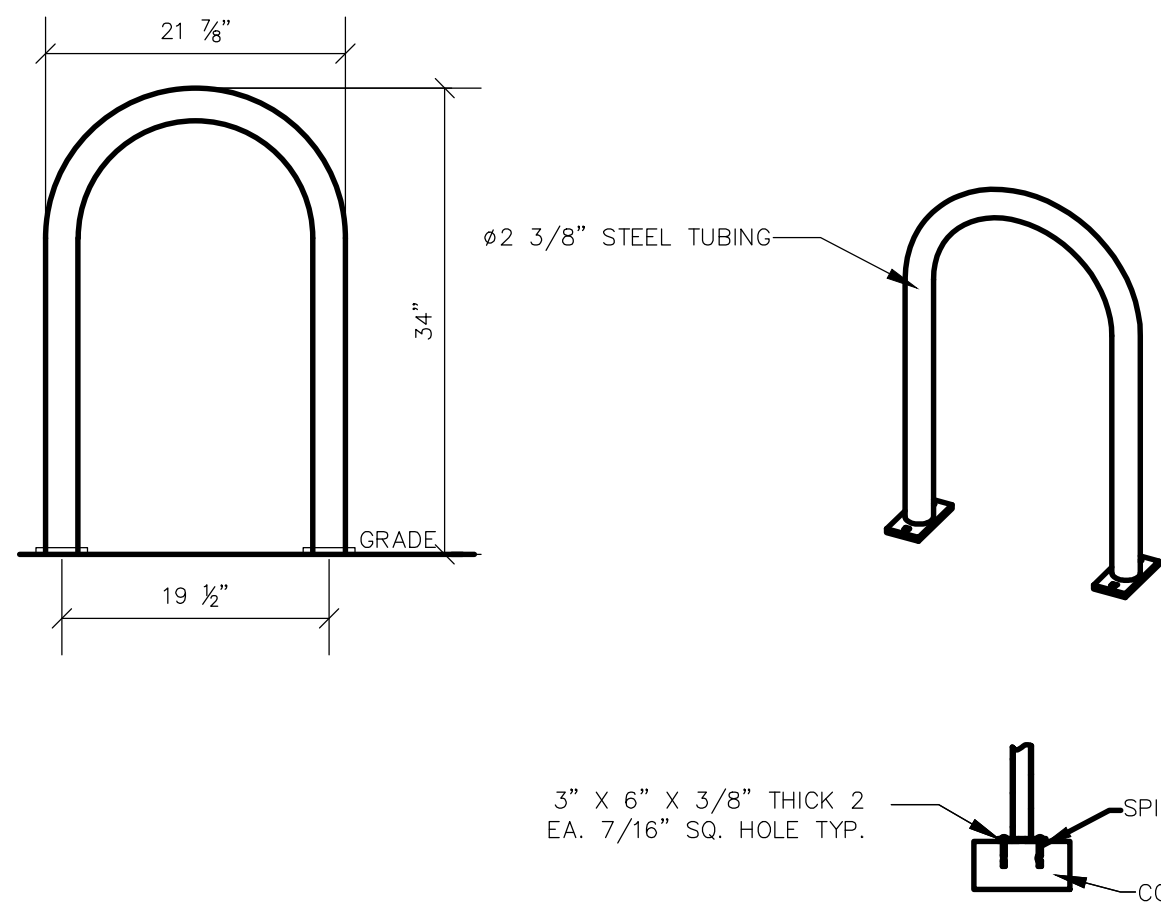
ADA RAMP DETAIL
NO SCALE



3 BAY LOADING DOCK DETAIL
NO SCALE

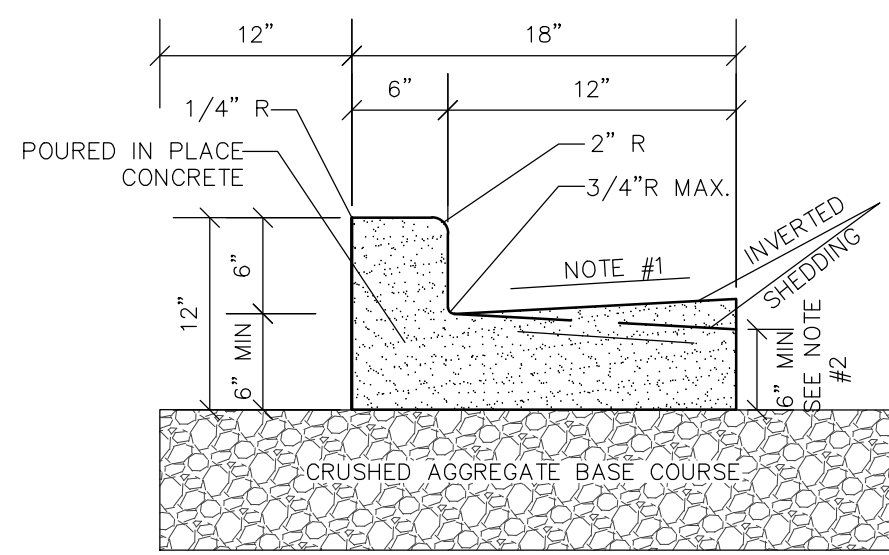


STORM MANHOLE DETAIL
NO SCALE



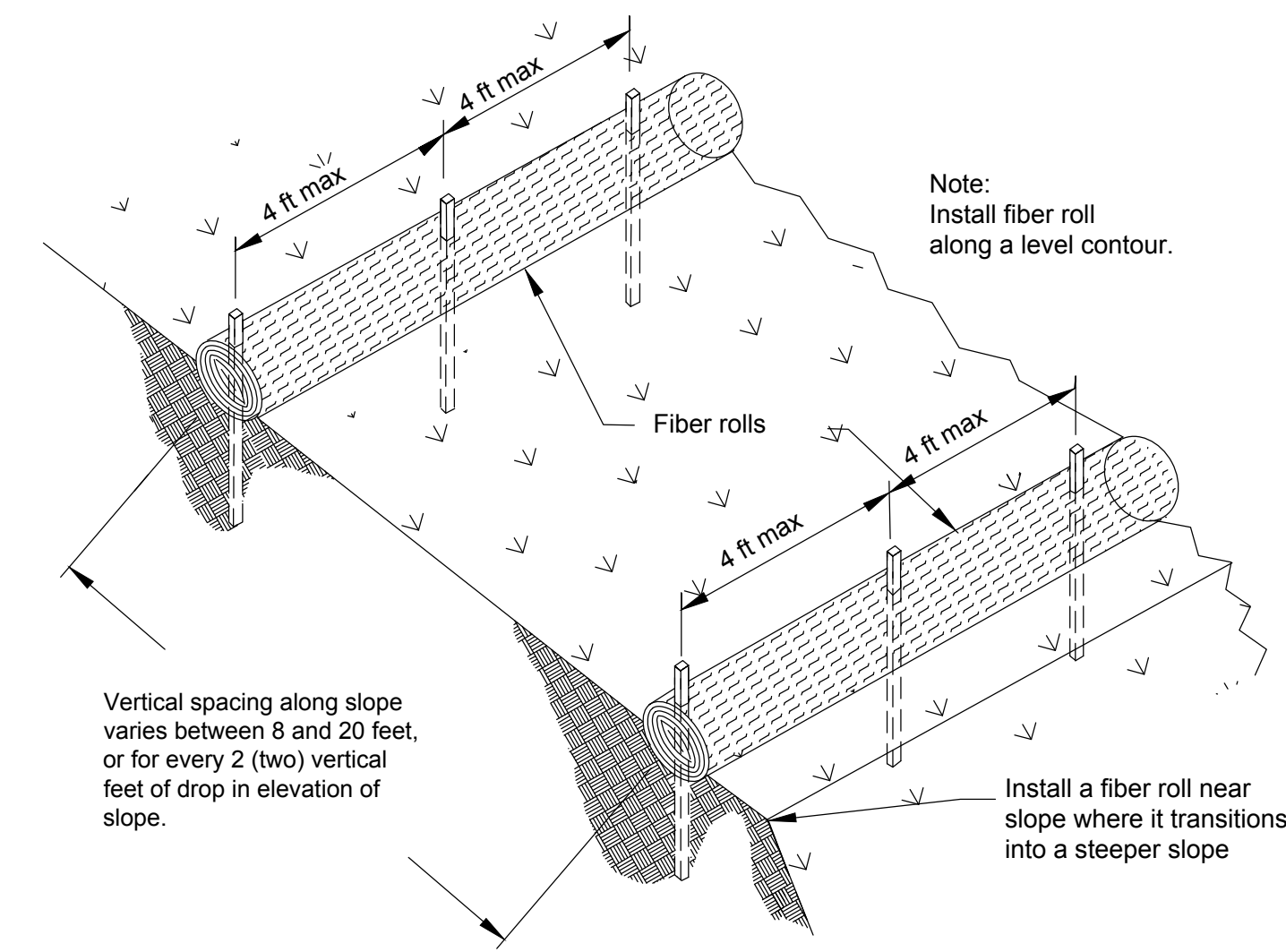
- NOTES:
1. INSTALL BIKE RACKS ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
 2. OWNER SHALL SELECT COLOR & FINISH
 3. SEE SITE PLAN FOR APPROX. LOCATION, COORDINATE W/ OWNER PRIOR TO CONSTRUCTION.
 4. MANUFACTURED BY MADRAK, PRODUCT: U238-HG (SF), 'U' BIKE RACK 2 BIKE

SINGLE LOOP BIKE RACK
NO SCALE

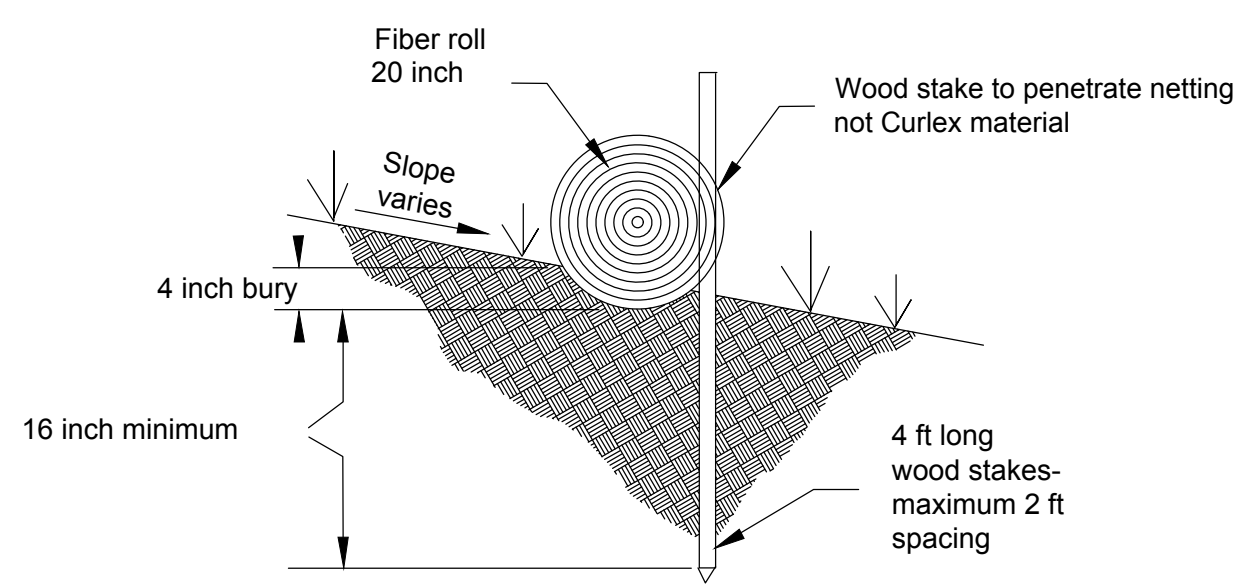


- NOTES:
1. USE 4% GUTTER CROSS SLOPE UNLESS OTHERWISE NOTED IN THE PLANS.
 2. THE BOTTOM OF CURB AND GUTTER MAY BE CONSTRUCTED EITHER LEVEL OR PARALLEL TO THE SLOPE OF THE SUBGRADE OR BASE AGGREGATE PROVIDED A 6" MIN. GUTTER THICKNESS IS MAINTAINED.
 3. SEE SITE PLAN & GRADING PLAN FOR INVERTED & SHEDDING CURB LOCATIONS

18" CONCRETE CURB & GUTTER DETAIL
NO SCALE

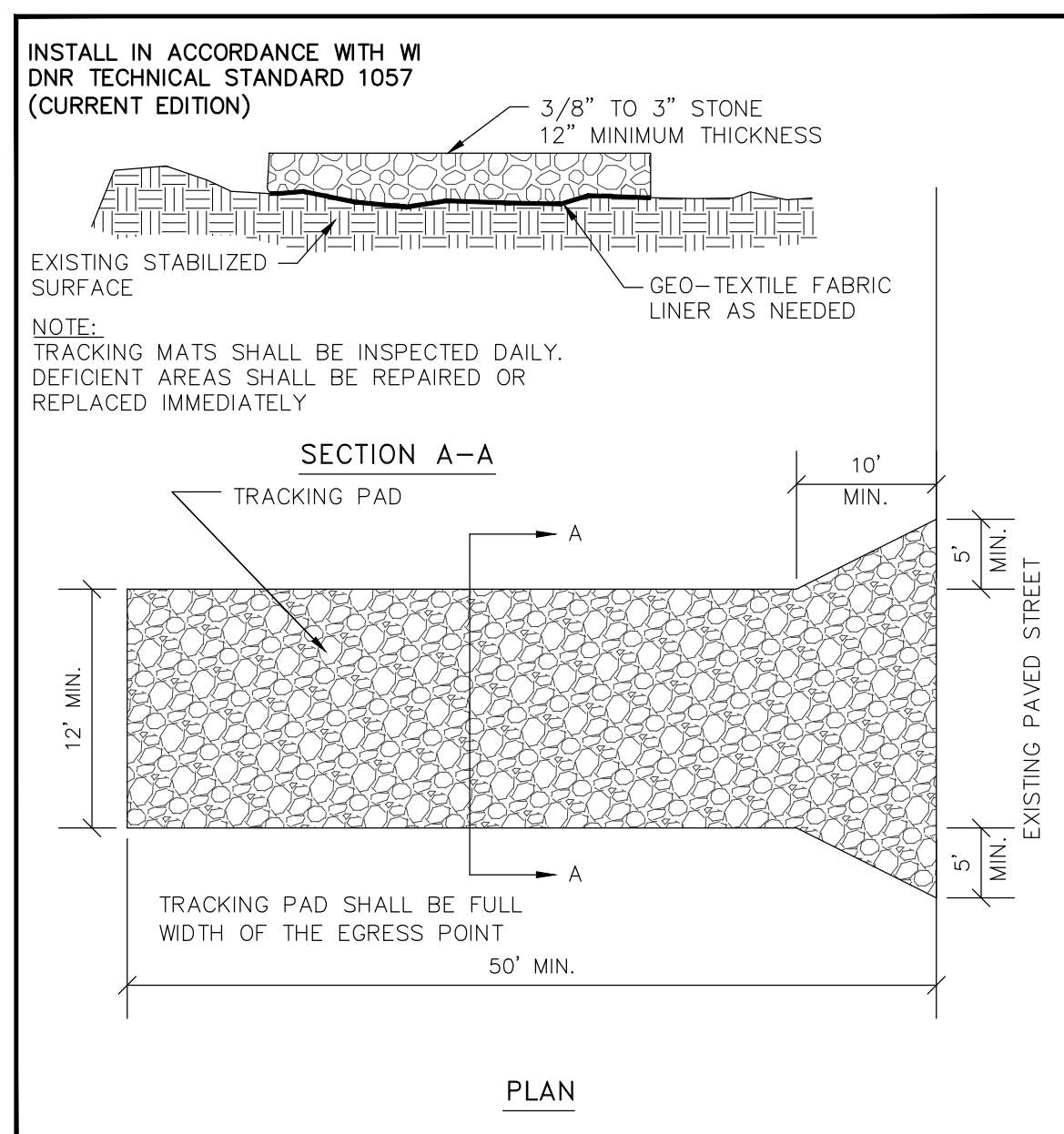


TYPICAL FIBER ROLL INSTALLATION
N.T.S.

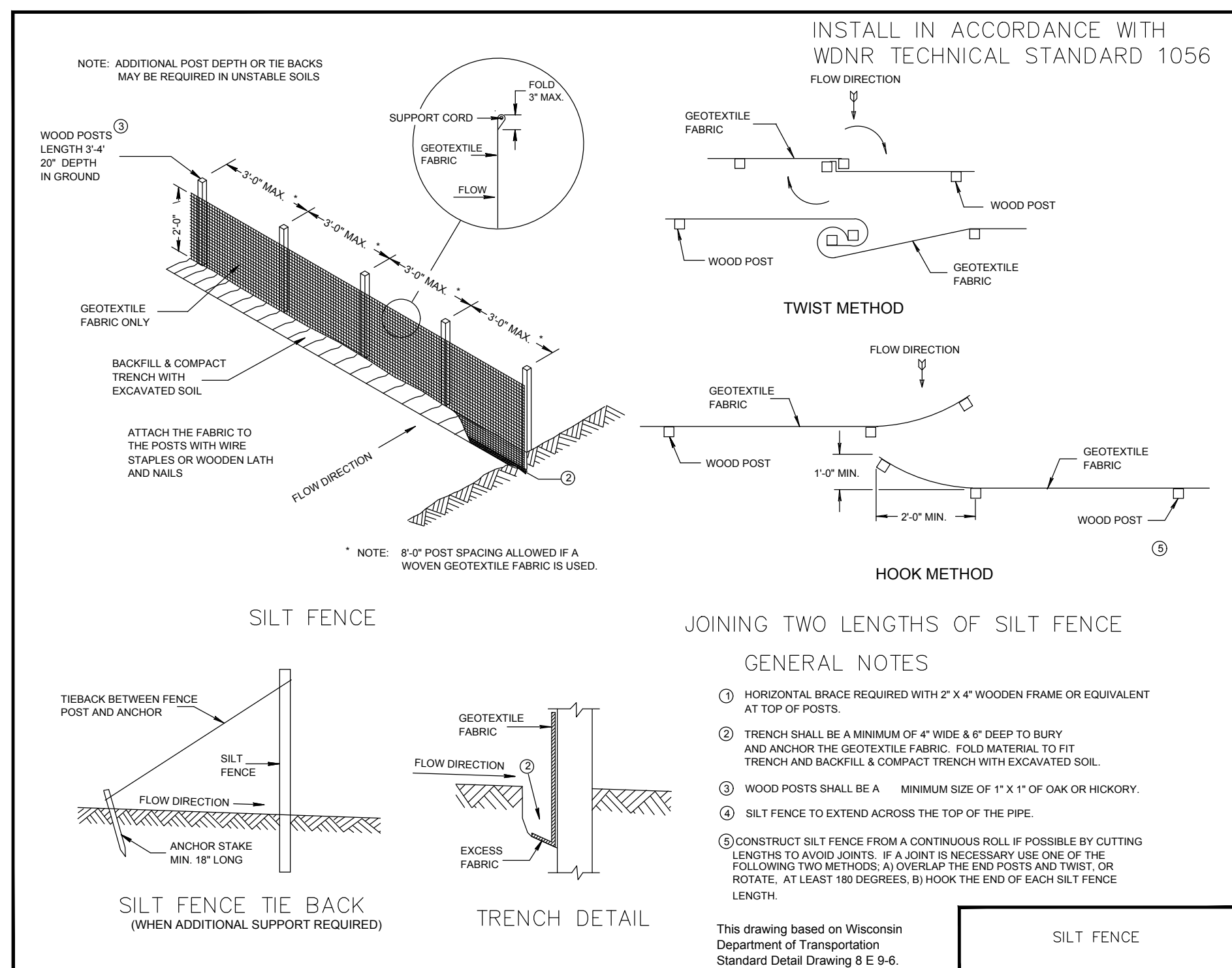


HANDICAP SIGNAGE WITH CONCRETE BASE DETAIL
NO SCALE

SEDIMENT LOG INSTALLATION
NOT TO SCALE

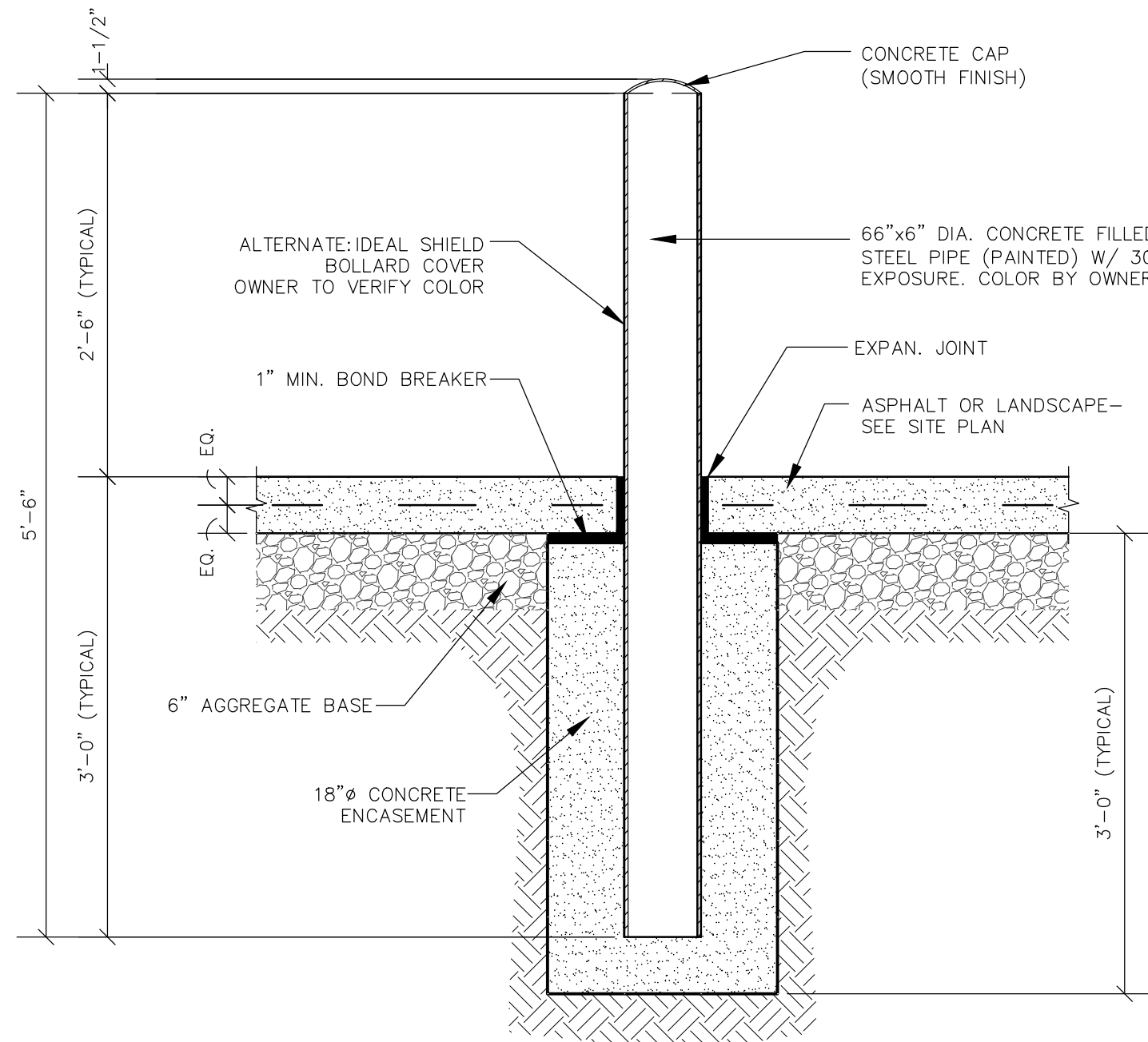


TRACKPAD DETAILS
NO SCALE



SILT FENCE - INSTALLATION DETAIL
NO SCALE

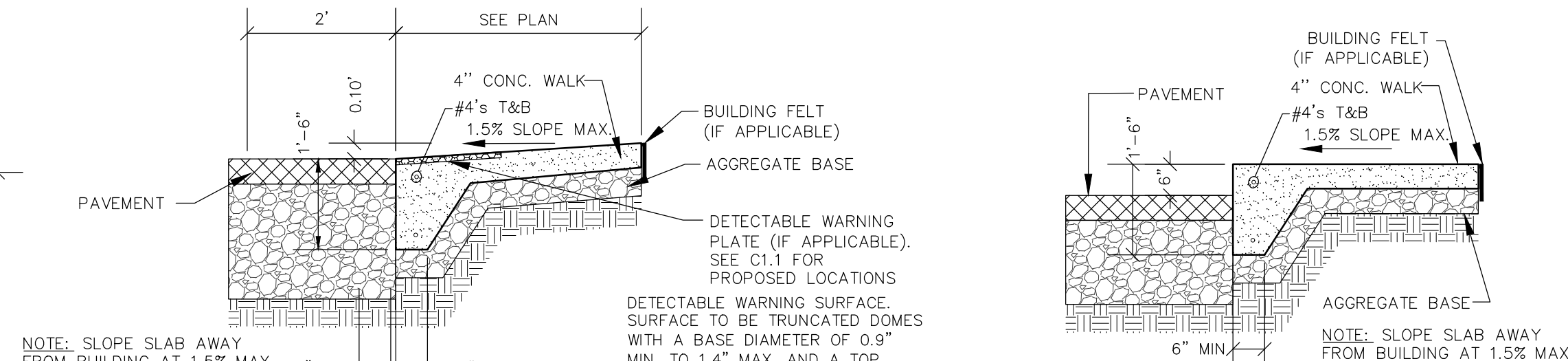
SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS



6" PIPE BOLLARD DETAIL
NO SCALE

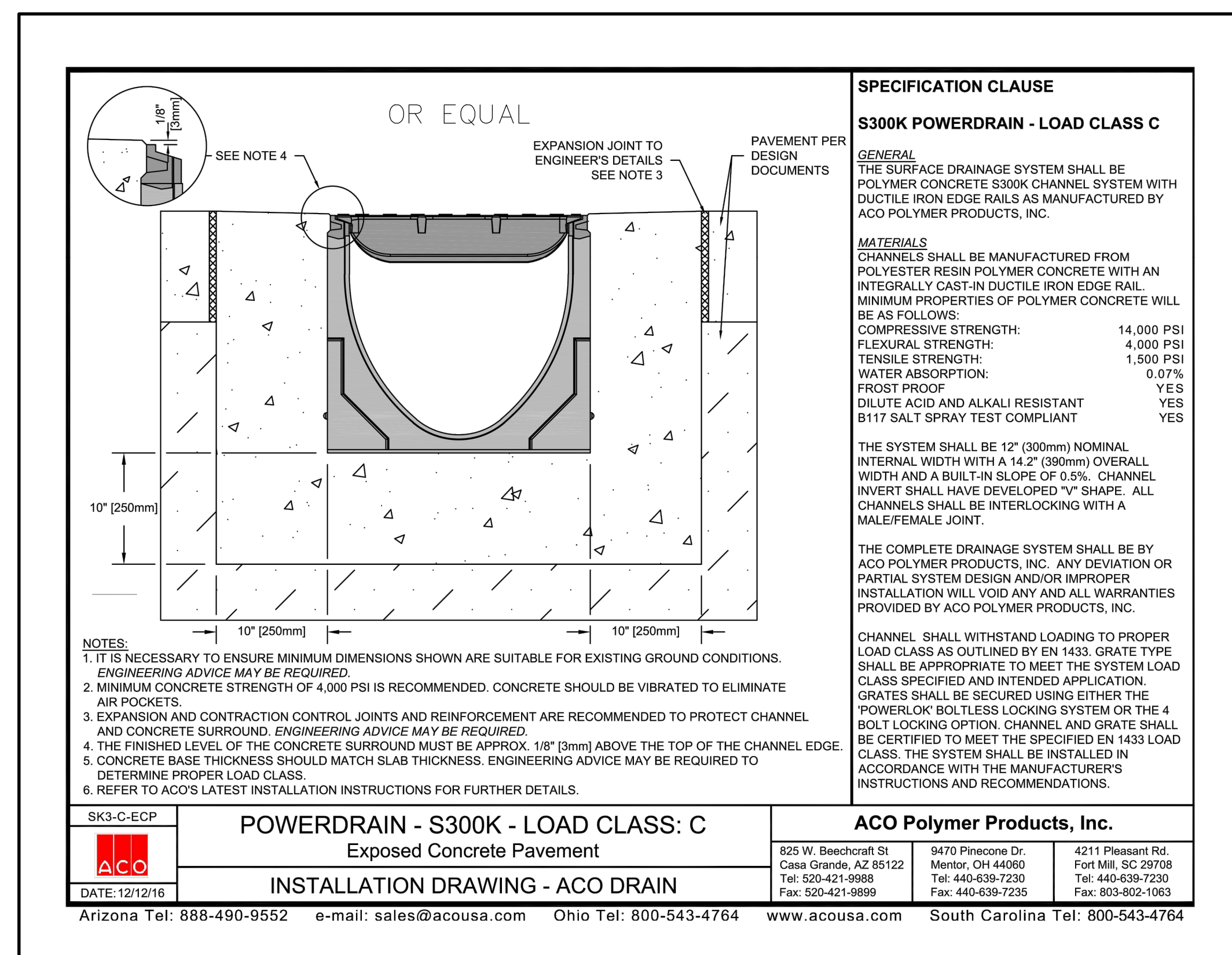
PHASE	TYPE OF ACTION
1. PRE-CONSTRUCTION ACTION	1. CONTRACTOR TO CALL DIGGERS HOTLINE AT A MINIMUM OF 3 DAYS PRIOR TO CONSTRUCTION. 2. CONTRACTOR TO FIELD VERIFY LOCATION AND DEPTH OF ALL UTILITIES WITHIN THE PROJECT AREA PRIOR TO CONSTRUCTION. NOTIFY ENGINEER OF DISCREPANCIES. 3. CONTRACTOR TO MAKE SURE THE REGIONAL STORMWATER POND IS IN PLACE BEFORE CONSTRUCTION CAN BEGIN. 4. PLACE ALL SILT FENCE AND INLET PROTECTION. 5. CONSTRUCT TRACKING STONE ENTRANCES AS NEEDED. 6. CONSTRUCT PERMANENT STORMWATER CONVEYANCE SYSTEMS. 7. CONSTRUCT ANY TEMPORARY STORMWATER CONVEYANCE SYSTEMS AS NEEDED. 8. STABILIZE ALL TEMPORARY AND PERMANENT EROSION CONTROL AND STORMWATER CONVEYANCE SYSTEMS BEFORE TOPSOIL CAN BE STRIPPED.
2. CONSTRUCTION ACTION	1. SITE DEMOLITION AS REQUIRED. 2. STRIP AND RELOCATE TOPSOIL TO THE DESIGNATED TOPSOIL STOCKPILE. LOCATION BY OWNER. FINAL LOCATION BY CONTRACTOR. PROVIDE PERIMETER SILT FENCE UNTIL STABILIZED. 3. BEGIN MASS EARTH WORK FOR THE BUILDING PAD AND PAVEMENT AREAS. 4. CONSTRUCT ANY REMAINING STORMWATER CONVEYANCE SYSTEMS, AND INSTALL ALL OTHER UTILITIES ON SITE. 5. DIG AND POUR ALL BUILDING FOOTINGS. 6. PLACE GRAVEL FOR ALL PROPOSED PAVEMENT AREAS. 7. TOPSOIL, SEED, AND MULCH ALL DISTURBED AREAS OUTSIDE THE BUILDING AND PROPOSED PAVEMENT AREAS. 8. CONSTRUCT BUILDING. 9. PAVE DRIVEWAYS AND PARKING AREAS. 10. TOPSOIL, SEED, AND MULCH ALL OTHER DISTURBED AREAS. PLACE EROSION MATTING.
3. POST CONSTRUCTION ACTION	1. CONTRACTOR TO REMOVE TEMPORARY EROSION CONTROL MEASURES UPON SITE STABILIZATION. 2. SEE THE POST CONSTRUCTION MAINTENANCE PLAN FOR PERMANENT STORMWATER MANAGEMENT SYSTEMS.

CONTRACTOR TO FOLLOW THE EROSION CONTROL SPECIFICATIONS FOR CONSTRUCTION EROSION CONTROL INSPECTION AND MAINTENANCE.



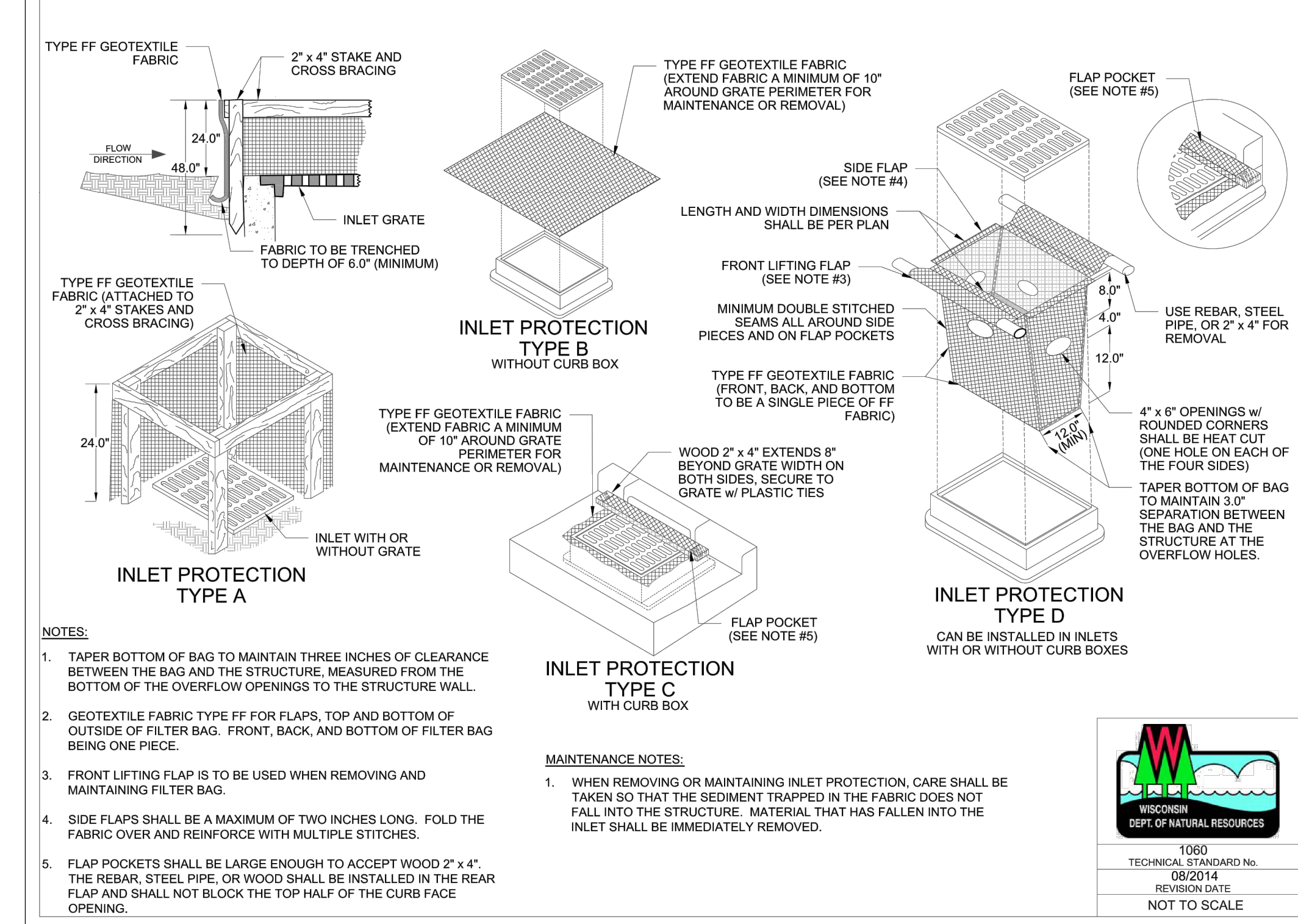
FLUSH WALK DETAIL
NO SCALE

RAISED WALK DETAIL
NO SCALE



POWERDRAIN - S300K - LOAD CLASS: C
Exposed Concrete Pavement
INSTALLATION DRAWING - ACO DRAIN

FIGURE 1. INLET PROTECTION TYPES A, B, C AND D



INLET PROTECTION DETAIL
NO SCALE

CIVIL DETAILS

PROJECT INFORMATION

PROPOSED DEVELOPMENT IMPROVEMENTS
CORTA DEVELOPMENT
5601 HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

PRELIMINARY DATES

SEPT. 22, 2022
OCT. 21, 2022

JOB NUMBER

2219680

SHEET NUMBER

C2.0



MEMORANDUM

To: Plan Commission

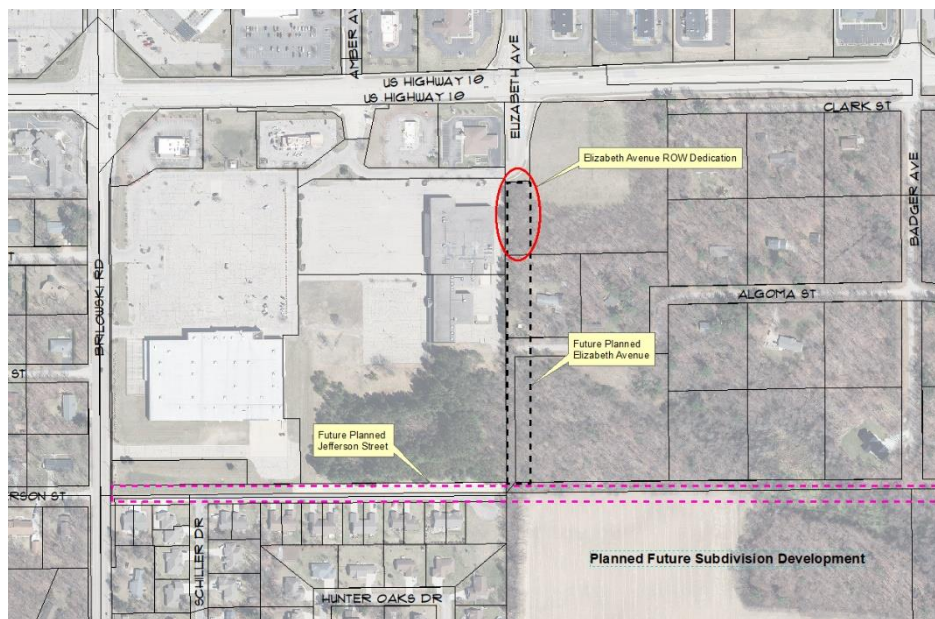
From: Adam Kuhn, Associate Planner / Zoning Administrator

Date: November 7, 2022

RE: A request from the City of Stevens Point for the acceptance of dedicated land for right-of-way purposes – an extension of Elizabeth Avenue 237 feet to the south

Background: Last month, the owner of the property located at 5707 U.S. Highway 10 East submitted a certified survey map to split the former 5.5-acre parcel into three outlots. The purpose of this lot split is to accommodate future planned development, some of which will be brought before the Commission for approval in December.

Long-range planning in this area has included the extension of Elizabeth Avenue south to a planned Jefferson Street. The undeveloped fields east of Hunter Oaks Subdivision, southeast of Dunham/Copp's property has been identified for future subdivision development.



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.

Because of Wisconsin Department of Transportation vehicular access controls along US Highway 10, planned future development in this area needs to be taken into consideration. Because of the future planned subdivision development southeast of the Dunhams/Copps property, appropriate vehicular movement, and disbursement, including vehicular access to Brilowski Road and US Highway 10 should be considered as part of the overall development of this area. Having the dedicated right of way allows the City to make future improvements to ensure that adequate roadway planning is taking place as part of the future outward growth of the community.

The proposed Elizabeth Avenue Right-of-Way dedication encompasses an area of over 18,972 square feet and maintains the eighty-foot-wide right-of-way width. The City's Public Works Department have reviewed the proposed right-of-way dedication and have not expressed any concerns.

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

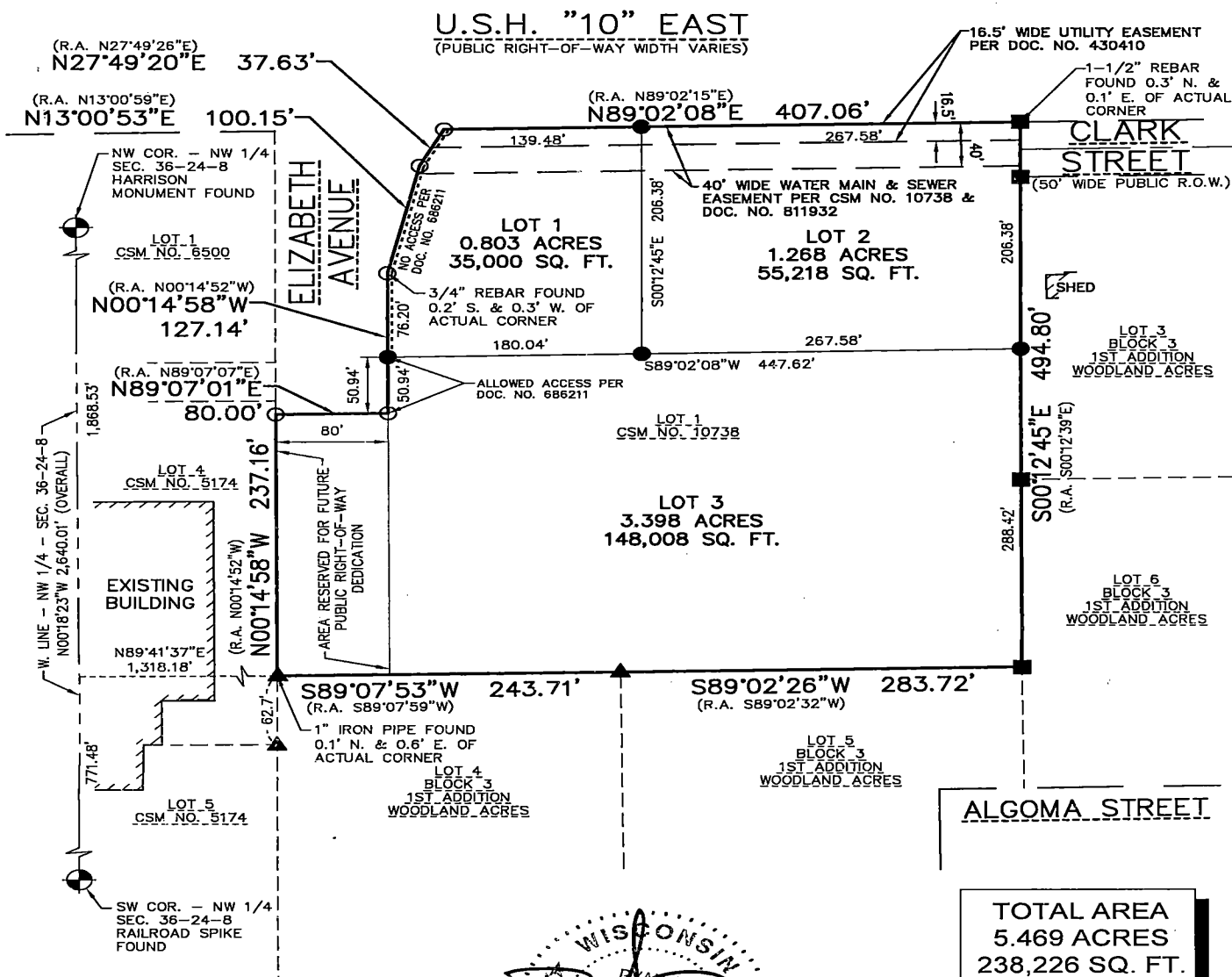
892548

CYNTHIA A. WISINSKI
REGISTER OF DEEDS
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
10/21/2022 09:15 AM

REC FEE: 30.00
TRANSFER FEE:
PAGES: 2
FEE EXEMPT:

CSM # 011705
CERTIFIED SURVEY MAP NO.

FOR
CORTA STEVENS POINT 2, LLC
LOT 1, CSM NO. 10738, LOCATED IN PART OF THE
SOUTHEAST 1/4 OF THE NORTHWEST 1/4,
SECTION 36, TOWNSHIP 24 NORTH, RANGE 8 EAST,
CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.



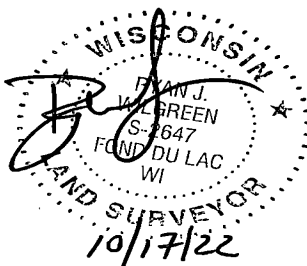
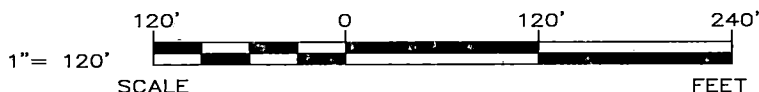
TOTAL AREA
5.469 ACRES
238,226 SQ. FT.

LEGEND

- - 3/4" x 18" REBAR SET WEIGHING 1.50 LBS/FT.
- - 1-1/2" REBAR FOUND
- - 3/4" REBAR FOUND
- ▲ - 1" IRON PIPE FOUND

(R.A.) "RECORDED AS" INFORMATION

NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, PORTAGE COUNTY. THE NORTHWEST 1/4 OF SECTION 36 HAS A BEARING OF NORTH 00°-18'-23" WEST



OWNER:
CORTA STEVENS POINT 2, LLC
16232 SW 92ND AVE
PALMETTO BAY, FL 33157

SHEET 1 OF 2 SHEETS

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JOB NO. 2253720

CERTIFIED SURVEY MAP NO. _____

LOT 1, CSM NO. 10738, LOCATED IN PART OF
THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4,
SECTION 36, TOWNSHIP 24 NORTH, RANGE 8 EAST,
CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Ryan Wilgreen, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped a parcel of land described below.

That I have made such Certified Survey under the direction of Corta Stevens Point 2, LLC bounded and described as follows:

Lot 1 of Certified Survey Map No. 10738 recorded in Volume 49 of Certified Survey Maps on Page 18 in the Portage County Register of Deeds Office as Document No. 812124, located in part of the Southeast 1/4 of the Northwest 1/4 of Section 36, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin containing 5.469 acres (238,226 sq. ft.) of land more or less.

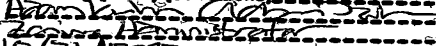
That such is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the Subdivision Ordinance of the City of Stevens Point in surveying, dividing and mapping the same.




Ryan Wilgreen, P.L.S. No. S-2647
ryan.w@excelengineer.com
Excel Engineering, Inc.
Fond du Lac, Wisconsin 54935
Project Number: 2253720

I hereby certify this map and accompanying
information is ~~(approved)~~ (conditionally
approved) pursuant to the Building and Safety
Ordinances of Stevens Point on the basis of the
following (facts) (conditions):


10/21/2021
Community Development Office



MEMORANDUM

To: Plan Commission

From: Adam Kuhn, Associate Planner / Zoning Administrator

Date: November 7, 2022

RE: A request from Jackson and Mary Case to annex the property located at 3028 Stanley Street (Parcel ID 020240828-14.02) from the Town of Hull to the City of Stevens Point

Background: The applicants are requesting annexation of the property located at 3028 Stanley Street 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. 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 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

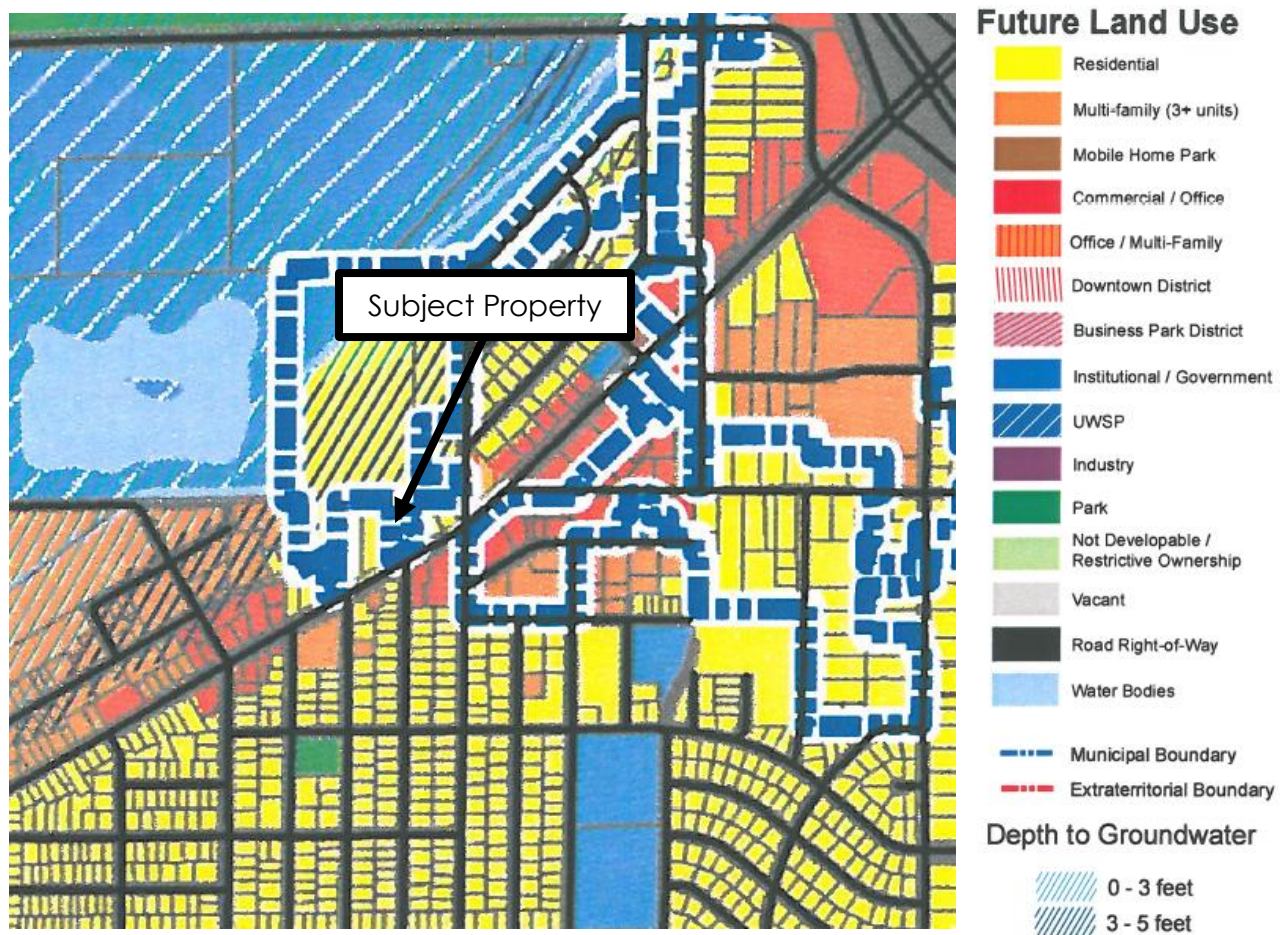
www.stevenspoint.com

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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-2" Single-Family Residential. Consistent with public notice requirements, this request is slated to be on the December Plan Commission agenda.

Stevens Point Comprehensive Plan – Extraterritorial Future Land Use Map



The property in question is adjacent to the City and borders a defined single-family residential neighborhood along Stanley Street. With a future rezoning of the property to "R-2" Single-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 November 4th, City staff does not foresee any problems as this request will further reduce the size of an existing town island.

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



City of Stevens Point
Community Development Department

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

APPLICATION FOR ANNEXATION

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

R#1.091043 10/31/22

Application #		Date Submitted		Fee Required		Fee Paid	\$300.~
Associated Applications if Any				Assigned Case Manager	Adam Kuhn		
Pre-Application Conference Date				Annexation Request Type	Unanimous ☒	One-Half Approval ☐	By Referendum ☐

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Jackson & Mary Case	Contact Name	
Address	3028 Stanley Street	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email	jackson.gccorp@gmail.com	Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
PID 020240828-14.02		
Legal Description of Subject Property		
Lot 1 CSM#8891-36-121 BNG PRT NWSE S28 T24 R8-14.02 .40A 515\83;611/494; CSM 36/121		
Designated Future Land Use Category		Current Use of Property
Residential		Single-Family 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)		
A single-family residential home exists on the property. There is no future planned development of the subject property.		
Is the proposed annexation consistent with the Comprehensive Plan? Please reference the Comprehensive Plan's Future Land Use Map and the Extraterritorial		

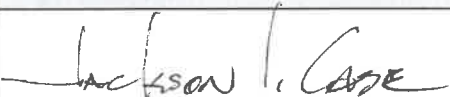
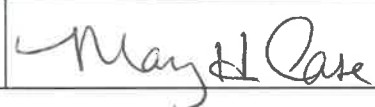
Land Use Map. (Use additional pages if necessary)			
The proposed annexation is consistent with the City's Comprehensive Plan. The City's Extraterritorial Future Land Use Map identifies the property for residential use.			
Is a permanent zoning classification being requested for the annexation territory? If yes, please state the proposed zoning classification and provide reasoning. (Use additional pages if necessary) Yes. All annexations into City limits are automatically zoned "R-LD" Low Density Residential. For consistency with adjoining properties, a permanent zoning classification of "R-2" Single-Family Residential is desired. Should the annexation request be approved, a permanent zoning to "R-2" will be brought before the Plan Commission in December.			
Current Zoning Surrounding Subject Property (City or County zoning)			
North:	"PD" Planned Development	South:	"R-3" & "R-4"
East:	"R-2"	West:	"R-2"
Current Land Use Surrounding Subject Property			
North:	Single-Family Residential	South:	Two-Family Residential
East:	Single-Family Residential	West:	Single-Family Residential

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
	10-31-22		10/31/2022

October 31, 2022

Ald. Shaun Morrow
Eleventh District Alderperson
City of Stevens Point
2509 Falcons Cove
Stevens Point, WI 54481

RE: Notice of Application for Annexation of the Property Located at 3028 Stanley Street

Dear Alderperson Morrow,

The intent of this letter is to provide you 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. The annexation request is slated to be brought before the City's Plan Commission for consideration on November 7, 2022.

Please feel free to reach out to me with any questions.

Sincerely,

Jackson Case




AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF STEVENS POINT

3028 Stanley Street (PID 020240828-14.02)

The Common Council of the City of Stevens Point, Portage County, Wisconsin, do ordain as follows:

SECTION I: Territory Annexed. Pursuant to Wis. Stat. §66.0217(2), the following described territory shall be detached from the Town of Hull, Portage County, Wisconsin and is annexed to the City of Stevens Point, Portage County, Wisconsin:

The land description is attached hereto as Exhibit 'A' and a scale Annexation Map is attached hereto as Exhibit 'B' and shall become a part of this ordinance.

SECTION II: Effect of Annexation. From and after the date of this ordinance, the territory described in Section I shall be part of the City of Stevens Point for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Stevens Point and school district.

SECTION III: Zoning Classification. All such land being annexed to the City of Stevens Point shall be temporarily designated "R-LD" Low Density Residence District for zoning purposes. Permanent zoning shall be approved by the Common Council of the City of Stevens Point.

SECTION IV: State Legislative, County Supervisory, and City Aldermanic District Designation. The territory described in Section I lying in the **Town of Hull** shall remain a part of the 24th State Senate District, 70th State Assembly District, shall remain a part of the 11th County Board Supervisory District, become part of the 11th Aldermanic District, and shall become part of the 32nd Ward of the City of Stevens Point subject to the ordinances, rules and regulations of the City, County and State governing districts.

SECTION V: Population. The population of the annexed territory is two (2) persons.

SECTION VI: Severability. If any provision of this ordinance is invalid or unconstitutional or if the application of this ordinance to any person or circumstance is invalid or unconstitutional, such invalidity or unconstitutionality

shall not affect any provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION VII: Tax Payment. Pursuant to Wis. Stat. §66.0217(14) the City of Stevens Point shall pay annually to the Town of Hull for a period of five years, an amount equal to the amount of property taxes that the Town levied for municipal purposes on the annexed territory, as shown by the tax roll under Wis. Stat. §70.65 in the year in which the annexation is final.

SECTION VIII: Review. The State of Wisconsin, Department of Administration, has reviewed the annexation and issued its determination per petition file no. _____.

SECTION IX: Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: November 7, 2022

Adopted:

Published:

This instrument drafted by:
Adam Kuhn
Community Development
City of Stevens Point

EXHIBIT ‘A’

ANNEXATION LEGAL DESCRIPTION

Lot 1 of Portage County Certified Survey Map No. 8891-36-121, located in the Northwest Quarter of the Southeast Quarter of Section 28, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, more particularly described as follows:

Commencing at the east quarter corner of said Section 28; thence South 88 degrees 59 minutes 29 seconds West along the north line of the Northeast Quarter of the Southeast Quarter of said Section 28 a distance of 1,321.38 feet to the northeast corner of the Northwest Quarter of the Southeast Quarter of said Section 28; thence South 88 degrees 49 minutes 51 seconds West along the north line of said Northwest Quarter of the Southeast Quarter of section 28 a distance of 338.07 feet to the northeast corner of said Lot 1 of Portage County Certified Survey Map No. 8891-36-121 and the point of beginning; thence South 00 degrees 07 minutes 54 seconds West along the east line of said Lot 1 a distance of 314.60 feet to the southeast corner thereof and the northwesterly right of way line of Stanley Street; thence South 59 degrees 59 minutes 00 seconds West along said northwesterly right of way line of Stanley Street 61.28 feet to the southwest corner of said Lot 1; thence North 00 degrees 07 minutes 54 seconds East along the west line of said Lot 1 a distance of 344.17 feet to the northwest corner thereof and the north line of said Northwest Quarter of the Southeast Quarter of Section 28; thence North 88 degrees 49 minutes 51 seconds East along the north line of said Lot 1 and said north line of the Northwest Quarter of the Southeast Quarter of Section 28 a distance of 53.00 feet to the point of beginning and there terminating.

Said annexation contains approximately 17,453 square feet (0.40 acres).

EXHIBIT 'B'

ANNEXATION MAP



0' 30' 60' 1"=60'

BASIS FOR BEARING

THE BEARINGS HEREIN ARE
REFERENCE TO PORTAGE COUNTY
CERTIFIED SURVEY MAP
#8891-36-121.

P.O.C.
EAST QUARTER
CORNER, SECTION 28,
T.24N., R.8E.

N88°49'51"E
53.00'

N. LINE NW-SE
SEC. 28

P.O.B.

1/16
CORNER

S88°59'29"W
1,321.38'

N. LINE NE-SE
SEC. 28

S88°49'51"W
338.07'

TOWN OF HULL
CITY OF STEVENS POINT

020-2408-28-14.02
JACKSON I. & MARY H. CASE
3028 STANLEY STREET
STEVENS POINT, WI 54481

ANNEXATION
BOUNDARY

TOWN OF HULL

N00°07'54"E, 344.17'

LOT 1-CSM #8891-36-121

S00°07'54"W, 314.60'

CITY OF STEVENS POINT

TOTAL AREA
17,453 SQ.FT.
0.40 ACRES

CITY OF STEVENS POINT

R/W

STANLEY STREET

100'

R/W

S59°59'00"W
61.28'



MEMORANDUM

To: Plan Commission

From: Adam Kuhn, Associate Planner / Zoning Administrator

Date: November 7, 2022

RE: A request from the City of Stevens Point to annex the property located at 5950 U.S. Highway 10 East (Parcel ID 020240836-01.02), an unaddressed parcel bounded by U.S. Highway 10 East and Badger Avenue (Parcel ID 020240836-02.06), an unaddressed parcel off of Badger Avenue (Parcel ID 020240836-02.07) and two landlocked parcels directly north of the property located at 5950 U.S. Highway 10 East (Parcel ID 020240825-16.02 & 020240825-16.03), consistent with Wisconsin Statute 66.0223.

Background: The City is requesting annexation of the aforementioned parcels to the City of Stevens Point from the Town of Hull. A single-family residence currently exists on the 5950 U.S. Highway 10 East parcel, while the remaining parcels are undeveloped. There are no planned development for these properties as part of this annexation request.

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

The aforementioned parcels are all under City ownership. Unlike other means of annexation, State Statutes provides different requirements for the annexation of municipal-owned land. As outlined within Wis. Stats. 66.0223, the process to annex territory owned by a city is the following:

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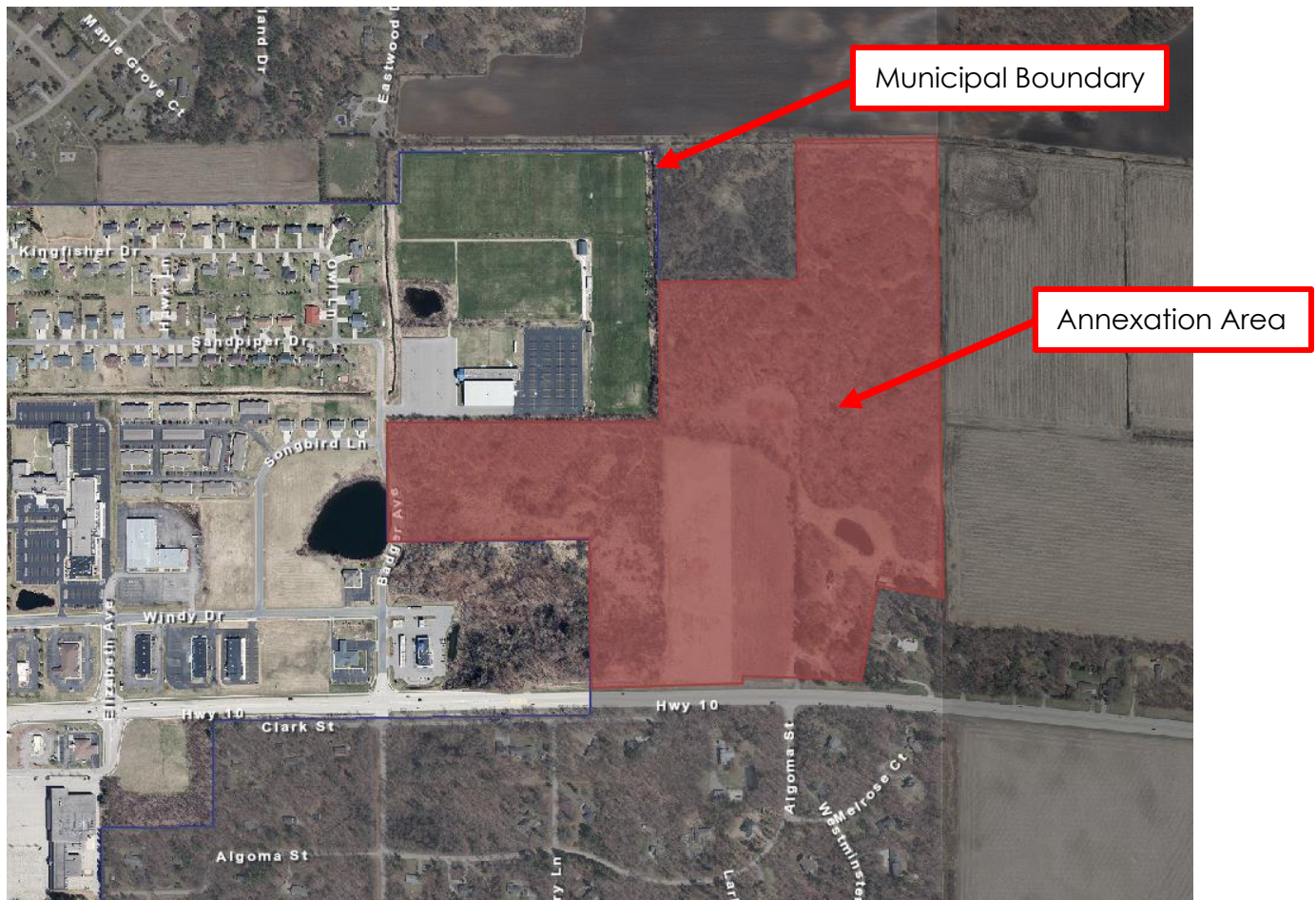
Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication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

66.0223 Annexation of territory owned by a city or village.

- (1) In addition to other methods provided by law and subject to sub. [\(2\)](#) and ss. [66.0301 \(6\) \(d\)](#) and [66.0307 \(7\)](#), territory owned by and lying near but not necessarily contiguous to a village or city may be annexed to a village or city by ordinance enacted by the board of trustees of the village or the common council of the city, provided that in the case of noncontiguous territory the use of the territory by the city or village is not contrary to any town or county zoning regulation. The ordinance shall contain the exact description of the territory annexed and the names of the towns from which detached, and attaches the territory to the village or city upon the filing of 7 certified copies of the ordinance with the secretary of administration, together with 7 copies of a plat showing the boundaries of the territory attached. The city or village shall also file with the county clerk or board of election commissioners the report required by s. [5.15 \(4\) \(b\)](#). Two copies of the ordinance and plat shall be forwarded by the secretary of administration to the department of transportation, one copy to the department of administration, one copy to the department of natural resources, one copy to the department of revenue and one copy to the department of public instruction. Within 10 days of filing the certified copies, a copy of the ordinance and plat shall be mailed or delivered to the clerk of the county in which the annexed territory is located. Sections [66.0203 \(8\) \(c\)](#) and [66.0217 \(11\)](#) apply to annexations under this section.
- (2) No territory may be annexed by a city or village under this section if no part of the city or village is located in the same county as the territory that is subject to the proposed annexation unless all of the following occur:
 - (a) The town board adopts a resolution approving the proposed annexation.
 - (b) The county board of the county in which the territory is located adopts a resolution approving the proposed annexation.
 - (c) The city or village, and the town, enter into a boundary agreement under s. [66.0225](#), [66.0301](#), or [66.0307](#).

Further information on this request is outlined below.

Map of Subject Property:

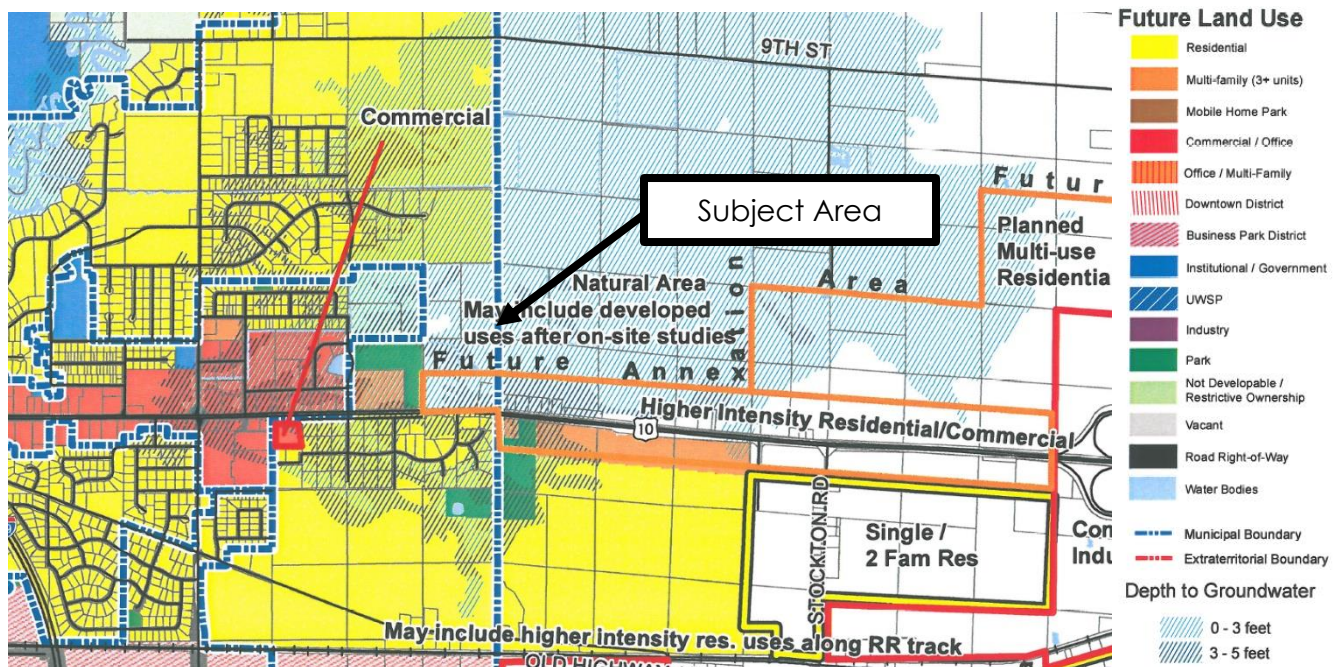


Wis. Stats. requires the Plan Commission to make a recommendation to the Common Council on any annexation request. Additionally, the City's Zoning Code requires the following regarding the zoning of any property annexed to City limits:

All territory annexed to the City of Stevens Point shall automatically become a part of the "R-LD" 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. If this annexation request is approved, City staff will proceed with a rezoning request during the December Plan Commission meeting to rezone all parcels (excluding PID 020240836-02.07) from "R-LD" Low Density Residential to "B-5" Highway Commercial.

Stevens Point Comprehensive Plan – Extraterritorial Future Land Use Map



The property in question is adjacent to the City and borders higher-intensity commercial uses to the east that abut Highway 10 East. The properties north of the annexation area consist of agricultural and environmentally-sensitive areas of 25-plus acres in size. Properties east of the annexation area consists of single-family residences directly abutting Highway 10 East, with agricultural lands located directly to its north. With a future rezoning of the subject parcels to "B-5" Highway Commercial, staff believes that it is compatible with adjacent uses and is consistent with the long-term development pattern in this area. Please note that a wetland delineation would likely be needed for the properties identified as PID 020240836-02.06, 020240825-16.02 & 020240825-16.03 should development in this area occur in the future.

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 annexation area into two areas. For lands directly abutting Highway 10 East, the Comprehensive Plan designates this area for higher-intensity residential and commercial development. For areas north of Highway 10 East, development may occur provided that appropriate environmental tests occur to ensure that environmentally-sensitive areas are not harmed with future development.

Given the above findings, the annexation seems fitting given the contiguous nature of the property with City limits. As this request entails the annexation of City-owned land, approval from the Wisconsin Department of Administration is not required.

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

AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF STEVENS POINT

Unaddressed parcels off of Highway 10 East and Badger Avenue (PID's
020240825-16.02, 020240825-16.03, 020240836-01.02, 020240836-02.03 &
020240836-02.07)

The Common Council of the City of Stevens Point,
Portage County, Wisconsin, do ordain as follows:

SECTION I: Territory Annexed. Pursuant to Wis. Stat. §66.0223(1), the following described territory shall be detached from the Town of Hull, Portage County, Wisconsin and is annexed to the City of Stevens Point, Portage County, Wisconsin:

The land description is attached hereto as Exhibit 'A' and a scale Annexation Map is attached hereto as Exhibit 'B' and shall become a part of this ordinance.

SECTION II: Effect of Annexation. From and after the date of this ordinance, the territory described in Section I shall be part of the City of Stevens Point for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Stevens Point and school district.

SECTION III: Zoning Classification. All such land being annexed to the City of Stevens Point shall be temporarily designated "R-LD" Low Density Residence District for zoning purposes. Permanent zoning shall be approved by the Common Council of the City of Stevens Point.

SECTION IV: State Legislative, County Supervisory, and City Aldermanic District Designation. The territory described in Section I lying in the **Town of Hull** shall remain a part of the 24th State Senate District, 70th State Assembly District, shall remain a part of the 12th County Board Supervisory District, become part of the 7th Aldermanic District, and shall become part of the 20th Ward of the City of Stevens Point subject to the ordinances, rules and regulations of the City, County and State governing districts.

SECTION V: Population. The population of the annexed territory is three (3) persons.

SECTION VI: Severability. If any provision of this ordinance is invalid or unconstitutional or if the application of this ordinance to any person or

circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION VII: Tax Payment. Pursuant to Wis. Stat. §66.0217(14) the City of Stevens Point shall pay annually to the Town of Hull for a period of five years, an amount equal to the amount of property taxes that the Town levied for municipal purposes on the annexed territory, as shown by the tax roll under Wis. Stat. §70.65 in the year in which the annexation is final.

SECTION VIII: Review. The annexation of City-owned property is not subject to review by the Department of Administration pursuant to Wis. Stat. §66.0223.

SECTION IX: Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: November 7, 2022

Adopted:

Published:

This instrument drafted by:
Adam Kuhn
Community Development
City of Stevens Point

EXHIBIT 'A'

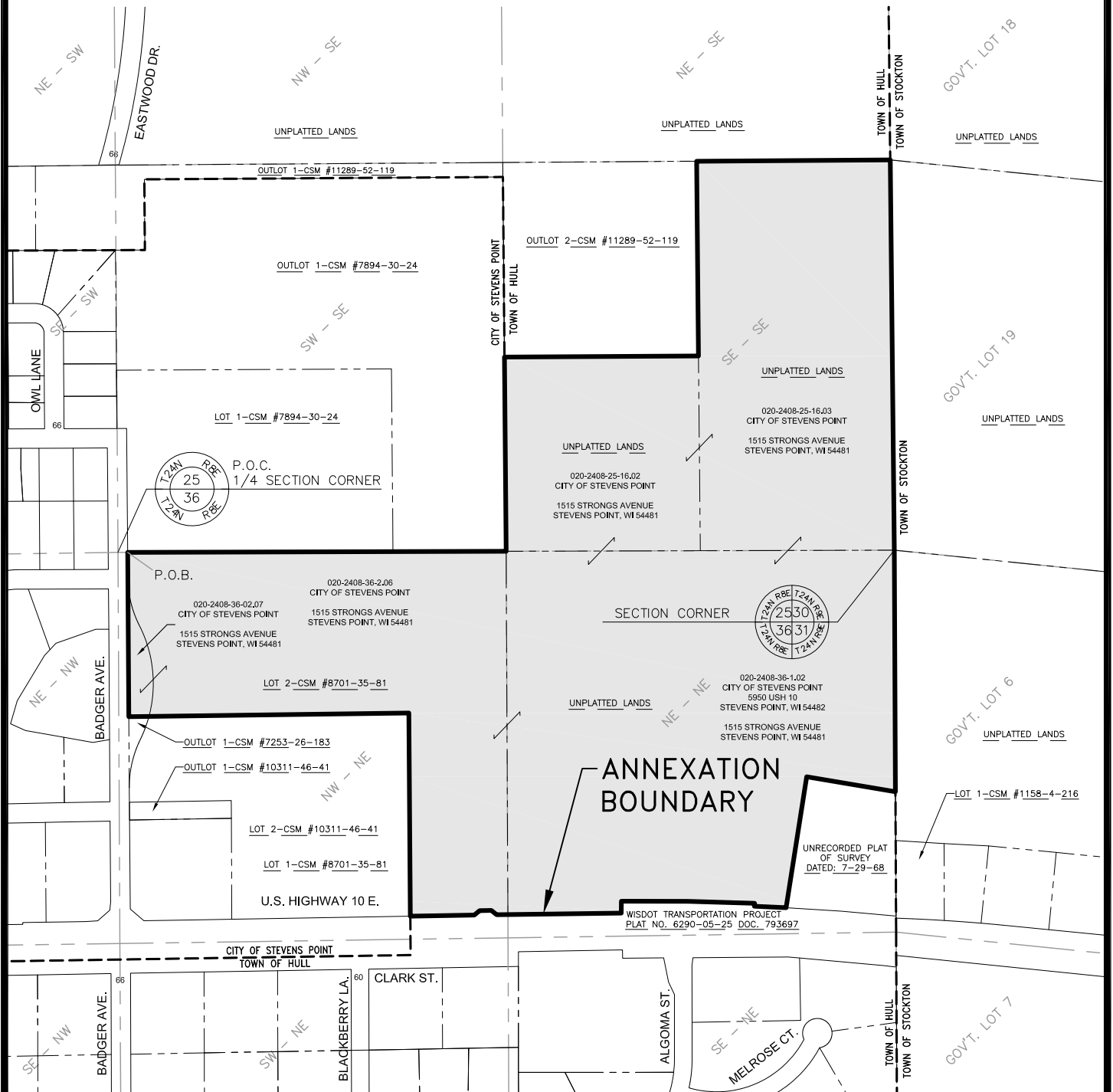
ANNEXATION LEGAL DESCRIPTION

All of Lot 2 of Portage County Certified Survey Map Number 8701-35-81, part of Outlot 1 of Portage County Certified Survey Map Number 7253-26-183 located in the Northwest Quarter of the Northeast Quarter of Section 36, that part the Northeast Quarter of the Northeast Quarter of Section 36, and that part of the Southeast Quarter of the Southeast Quarter of the Section 25, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, more particularly described as follows:

Commencing at the north quarter corner of said Section 36; thence North 89 degrees 54 minutes 49 seconds East along the north line of the Northwest Quarter of the Northeast Quarter of said Section 36 a distance of 33.00 feet to the east line of the west 33 feet of said Northwest Quarter of the Northeast Quarter of Section 36, the northwest corner of Lot 2 of Portage County Certified Survey Map Number 8701-35-81, and the point of beginning; thence South 00 degrees 23 minutes 15 seconds East along said east line 556.87 feet to the westerly extension of the north line of Lot 2 of Portage County Certified Survey Map Number 10311-46-41; thence North 89 degrees 07 minutes 19 seconds East along said westerly extension and the north line of Lot 2 a distance of 952.63 feet to the northeast corner thereof; thence South 00 degrees 23 minutes 15 seconds East along the east line of said Lot 2 a distance of 695.44 feet to the north right of way line of U.S. Highway 10 and the southeast corner of Lot 1 of said Portage County Certified Survey Map Number 8701-35-81; thence North 89 degrees 07 minutes 19 seconds East along said north right of way line 216.18 feet; thence North 49 degrees 19 minutes 21 seconds East along said north right of way line 23.43 feet; thence North 89 degrees 07 minutes 41 seconds East along said north right of way line 40.00 feet; thence South 50 degrees 59 minutes 46 seconds East along said north right of way line 23.50 feet; thence North 89 degrees 02 minutes 40 seconds East along said north right of way line 40.72 feet; thence North 89 degrees 01 minutes 25 seconds East along said north right of way line 407.77 feet; thence North 00 degrees 58 minutes 35 seconds West along said north right of way line 40.18 feet; thence easterly along said north right of way line along the arc of a 7,737.85 foot radius curve, not tangent to the last described course, center to the south, the chord bears South 89 degrees 18 minutes 21 seconds East 452.43 feet; thence South 02 degrees 22 minutes 10 seconds West along said north right of way line 10.00 feet; thence southeasterly along said north right of way line along the arc of a 7,727.85 foot radius curve, not tangent to the last described course, center to the south, to the northwesterly line of lands recorded with the Portage County Register of Deeds in Warranty Deed Volume 273, Page 695, as platted on unrecorded survey dated July 29, 1968; thence North 10 degrees 04 minutes 18 seconds East along said northwesterly line to the northeasterly line of said lands; thence South 80 degrees 42 minutes 48 seconds East along said northeasterly line 315.00 feet to the east line of the Northeast Quarter of the Northeast Quarter of said Section 36; thence north along said east line to the southeast corner of the Southeast Quarter of the Southeast Quarter of Section 25; thence north along the east line of said Southeast Quarter of the Southeast Quarter of Section 25 to the northeast corner thereof; thence west along the north line of said Southeast Quarter of the Southeast Quarter of Section 25 to the northeast corner of Outlot 2 of Portage County Certified Survey Map Number 11289-52-119; thence South 00 degrees 32 minutes 42 seconds East along the east line of said Outlot 2 a distance of 662.57 feet to the southeast corner thereof; thence South 89 degrees 40 minutes 47 seconds West along the south line of

said Outlot 2 a distance of 658.82 feet to the southwest corner thereof and the east line of Outlot 1 of Portage County Certified Survey Map Number 7894-30-24; thence South 00 degrees 16 minutes 33 seconds East along said east line 661.66 feet to the northeast corner of said Lot 2 of Portage County Certified Survey Map Number 8701-35-81; thence South 89 degrees 54 minutes 49 seconds West along the north line of said Lot 2 a distance of 1,287.12 feet to the point of beginning and there terminating.

Said annexation contains approximately 85 acres.





MEMORANDUM

To: City Plan Commission

From: Ryan Kernosky, Director of Community Development 

Date: November 7, 2022

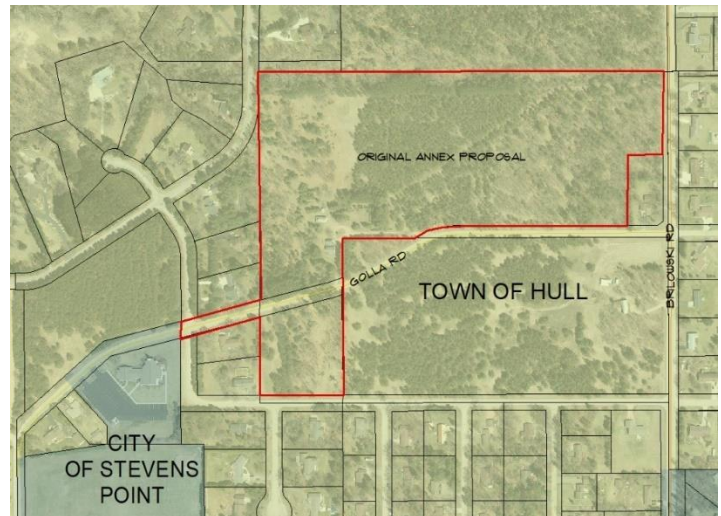
RE: **Discussion and possible action on the acquisition of property located at 5595 Regent Street (Parcel ID 020320111)**

Discussion and possible action on the acquisition of a portion of the property located at 324 Brilowski Road (Parcel ID 020240826-13.02)

Commissioners-

City staff has been working diligently with several parties over the last year to expand our municipal boundaries to allow residential development along Brilowski Road, while protecting the City's municipal wellheads. Currently, the parcels are within the Town of Hull but within the City's extraterritorial zoning authority.

As you may recall, about a year ago the City worked with Jim Anderson to develop his parcel north of Golla Road. Anderson's development included 39 single-family residential lots that would be on City utilities. At the time, City staff and Anderson pursued annexation, but annexation was quickly objected to by the Town of Hull due to the 'continuity rule.'¹ Staff paused the annexation request until such time we could annex without allowing the Town to object.



¹ The continuity rule states that in order for a parcel to be annexed into the City from the Township, it must be adjacent to an existing City parcel. Connecting via right of way or railway is not allowed.

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At the time City staff pursued two routes: 1) boundary agreement with the Town of Hull, and 2) looking for different ways to annex that the Town could not object to. While the boundary agreement is in progress, those negotiations have stalled for a number of reasons. City staff has met or discussed possible annexation and/or purchase for annexation with two other property owners.

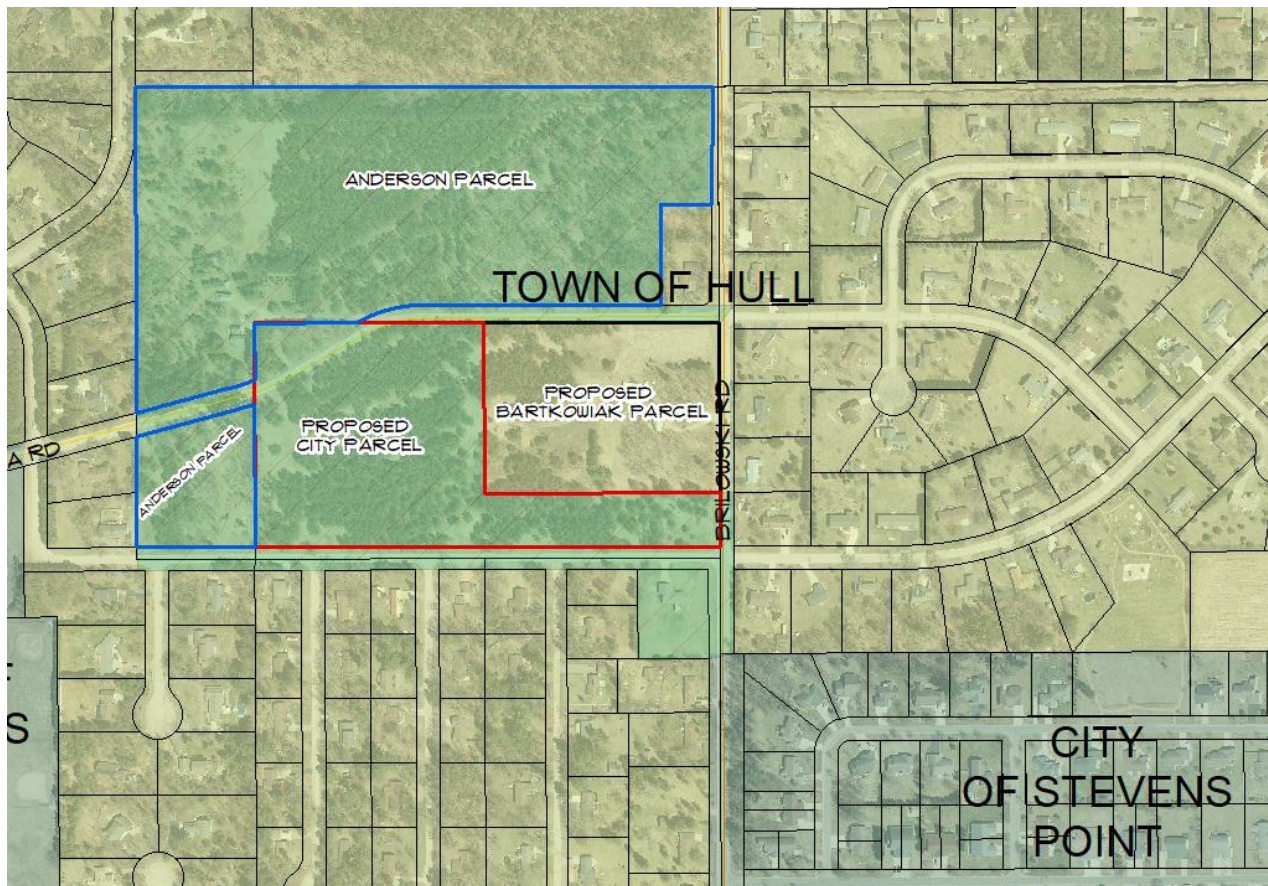
Bartkowiak Parcel

Directly south of the Anderson parcel is an 18.75 acre parcel owned by the Bartkowiak family. Through conversations, staff has negotiated purchase of 11.734 acres (outlined in red) for \$308,591.94, with an option on the remaining parcel for \$191,408.06. This would be a total investment of \$500,000.

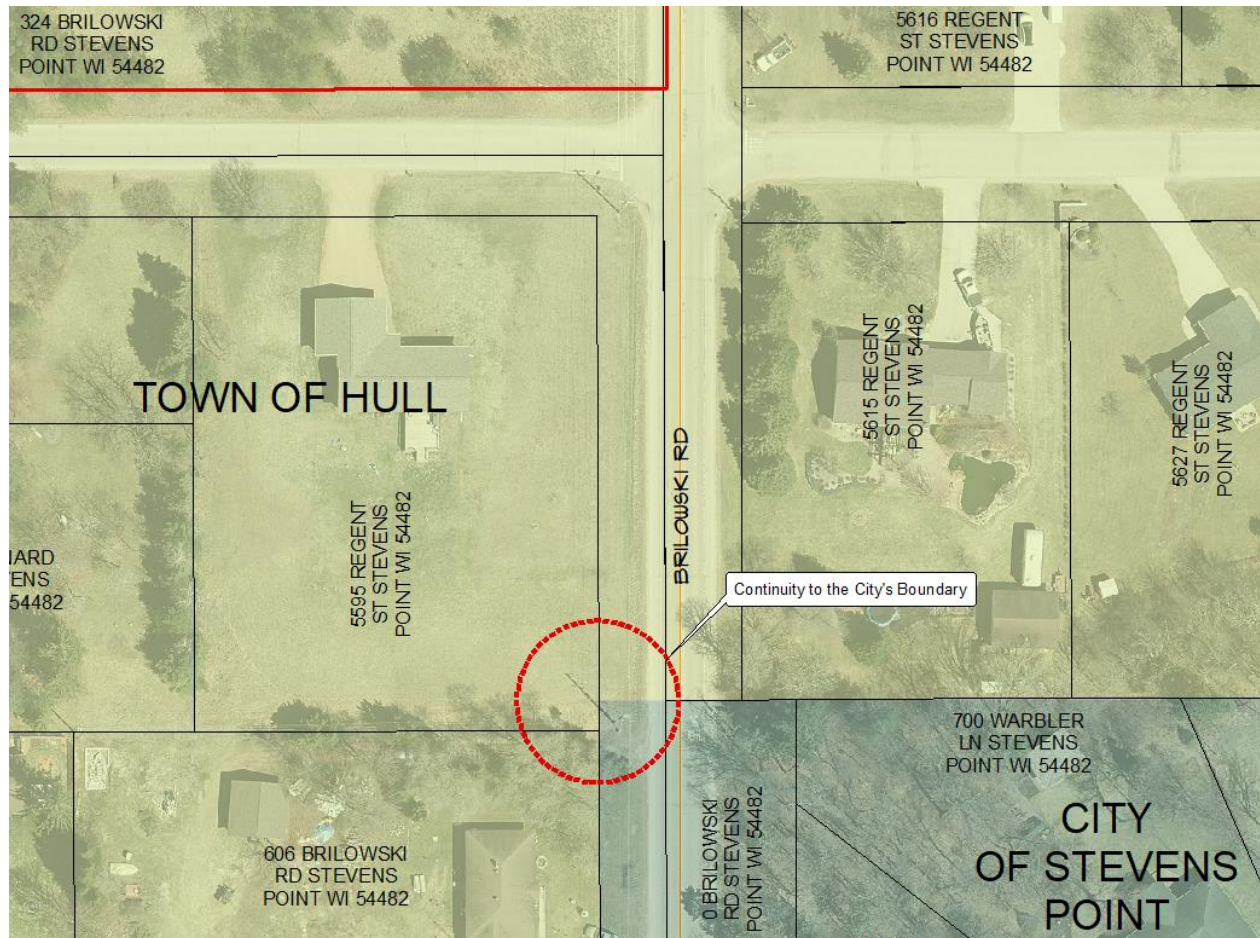
For the Bartkowiak parcel, the City would be the developer similar to the Whitetail Subdivision north of the airport. With all 18.75 acres, we could develop around 40 single-family lots, with the density increasing if we pursue zero lot line development as part of the overall development plan. The City would not develop this until the Anderson parcel becomes well developed, not wanting to compete with the private sector.

5595 Regent Street Parcel

In order for the continuity rule to be fulfilled, staff reached out to the property owners of 5595 Regent Street to ask about their interest in either annexation or selling their property to the City for annexation. It just so happens that the property owner purchased the home for their grandson to live at while he was in school at UW-Stevens Point. They did not intend to keep the property for the long-term, but were interested in selling the property and renting it back from the City until their grandson was done at school.

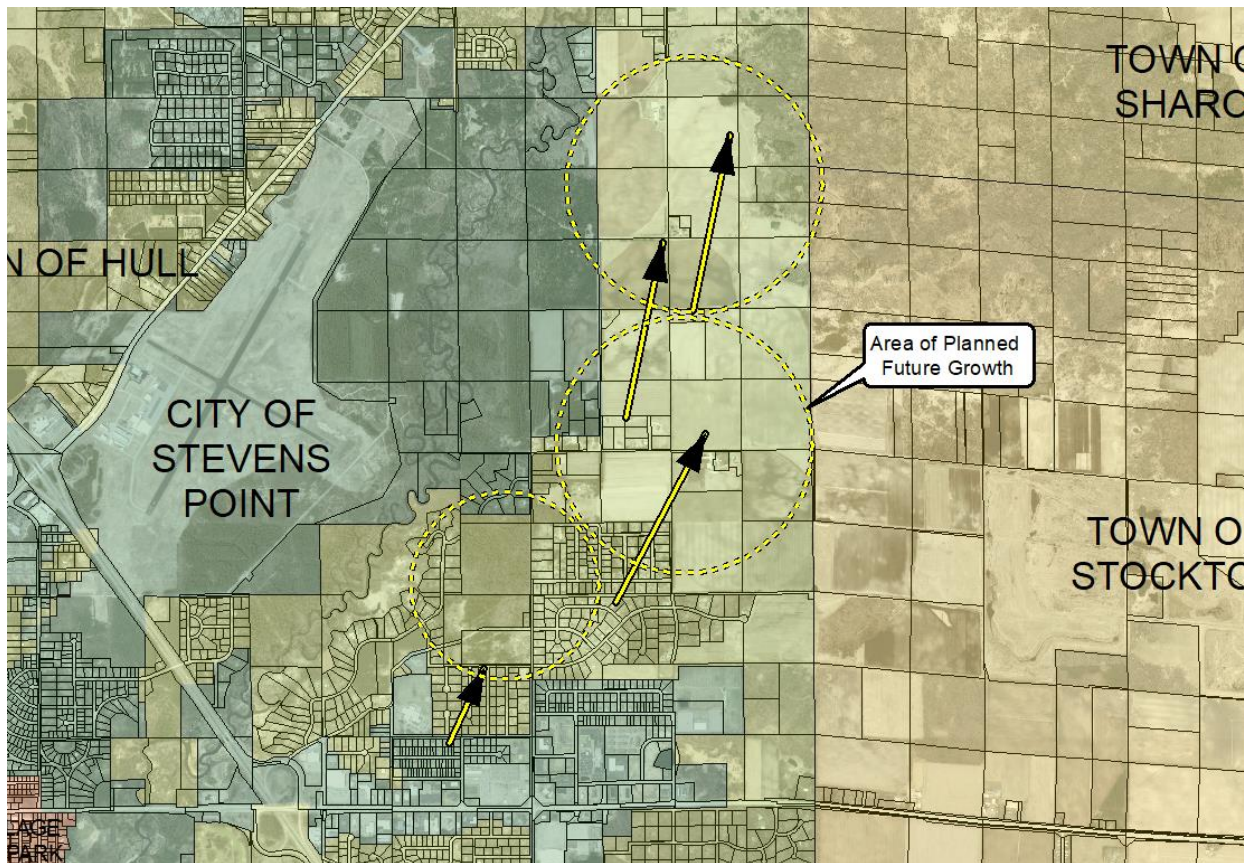


City staff negotiated a purchase price of \$365,000. An option to purchase has been executed.



Overall Development Plan

When annexed, all three parcels will be contiguous to the City's existing boundary and will allow for City subdivision development in this area, which allows the City to protect our groundwater from any future septic and well systems. Even if the City chooses not to develop the Bartkowiak parcel, ownership is a critical component in the future northeastern development and protection of the groundwater in this area. This is outlined on the map on the next page:



Staff Recommendation: City staff recommends **APPROVAL** of the acquisition of 5595 Regent Street and a portion of the property located at 324 Brilowski Road (Parcel ID 020240826-13.02).

Thank you, please let me know if you have any additional questions.