



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:	February 6, 2023 6:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 860 1533 6512 Passcode: 168680
			<u>By Computer:</u>
			https://us02web.zoom.us/j/86015336512?pwd=NzhPUko3WkFhYlhmbmJOb1lz
			<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 December 5, 2022 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Will Seitz, representing Seitz Investment Properties, LLC, for a conditional use permit to renovate an existing commercial building into a single-family residence on the property located at 741 Second Street North (Parcel ID 281240820310010), consistent with Ch. 23.02(1)(g)(16)(f).
4. A request from David Pedelty, representing CORTA Stevens Point 2, LLC, for a Site Plan Review to construct a drive-thru coffee building on the property located at 5707 U.S. Highway 10 East (Parcel ID 281240836240003), consistent with Ch. 23.02(2)(e)(5).
5. A request from Angela McEathron, representing CORTA Stevens Point LLC, for a sign variance to install a wall sign on the property located at 5657 U.S. Highway 10 East (Parcel ID

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.

281240836230006), consistent with Ch. 25.14.

6. Discussion on the City Comprehensive Plan update.
7. December 2022 and January 2023 Monthly Reports.
Copies of the January 2023 report will be provided during the meeting.
8. Director's Report.
A verbal report will be provided during the meeting.

Closing Section:

9. Adjourn

REPORT OF CITY PLAN COMMISSION

December 5, 2022 – 6:00 PM
In-Person & Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Planner Klesmith, Technician Mohr, Alderperson Christianson, Alderperson Keymer, Alderperson Zarazua, Alderperson Johnson, Alderperson Morrow, Jim Wiese, Mary Ann Laszewski, Noah Eschenbach, Jane Johnson, Rich Klienman, Matt Piekarski, DeeAnn Donahue, Carol Molepske, Tiffani Krueger, Cyndi Royer, Cindy Nebel, Bob Gifford, Sue LeGault, Robert LeGault, Kathy Hansel, Gregg Hansel, De Ruetten, John Sager, Cindy Sager, Dave Baker, Raymond Cal, Mary Mortell-Ferrone, Emily Phillips, Tom Dailing, Daniel Dieterich, Stephen Klein, John Gardner, Andrea Olson, Bobbie Joy, Cory Presnick, Eric Drazkowski, Gracia Day, Hlee Yang, JR Wynne, Kevin Leahy, Nancy Roppe, Steve Brice, Steve Dix, Tad Templeton, Tricia Janssen, Travis Haines, 'Clif', 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 November 7, 2022 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Cory Presnick, representing CORTA Stevens Point LLC, for a conditional use permit to perform improvements to an off-premise sign on the property located at 5665 U.S. Highway 10 East (Parcel ID 281240836230010), consistent with Ch. 23.02(2)(a)(3)(j).
4. Public Hearing and action on a request from Jackson and Mary Case to apply a permanent zoning classification of the property located at 3028 Stanley Street (Parcel ID 020240828-14.02) from "R-LD" Low Density Residential to "R-2" Single-Family Residential.
5. Public Hearing and action on a request from Tiffani Krueger, representing Frame Memorial Presbyterian Church of Stevens Point, for a conditional use permit to operate a warming shelter at the property located at 1300 Main Street (Parcel ID 281240832202815), consistent with Ch. 23.02(1)(f)(3)(f).
6. Public Hearing and action on a request from Wayne Bushman, representing Wood Street Properties LLC, for a conditional use permit to construct a storage building on the property located at 2116 Wood Street (Parcel ID 281240832301205), consistent with Ch. 23.01(13)(f).
7. Public Hearing and action on a request from the City of Stevens Point to apply a permanent zoning classification of "C" Conservancy for the unaddressed parcel bounded by Highway 10 East and Badger Avenue (Parcel ID 020240836-02.06) 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), and a zoning classification of "B-5" Highway Commercial for the property located at 5950 U.S. Highway 10 East (Parcel ID 020240836-01.02).
8. Presentation and discussion on a potential amendment to the Zoning Code's definition of 'family.'
9. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition of 'family' as stated in Section 23.04(2) to read as follows:

Household Entity – is an individual, or two or more person related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or such individual or person plus three individuals not having such similar legal relationship but functioning as a part of the single housekeeping entity. The definition of family shall not apply to a Tourist Rooming House.

10. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends Section 23.04(2) to include a definition for an 'IDD household entity' to read as follows:

IDD Household Entity – is no more than four non-related individuals, all with intellectual and/or developmental disabilities as defined by the Americans with Disabilities Act, residing in the same housing unit and acting as a single housekeeping entity. In such situation, live-in caregivers for those with intellectual and/or developmental disabilities shall not count against the total number of unrelated individuals within the IDD Household Entity definition. The Zoning Administrator may review each case for approval or denial based upon the information provided to them.

11. 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 5657 U.S. Highway 10 East (Parcel ID 281240836230006), consistent with Ch. 23.02(2)(e)(5).
12. Review and possible action on the 2021 Housing Affordability Report.
13. September, October, and November 2022 Monthly Reports. *Copies of the November monthly report will be provided during the meeting.*
14. Director's Report. *A verbal report will be provided during the meeting.*

Closing Section:

15. Adjourn.
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Opening Section:

1. Roll call.

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

Mayor Wiza reviewed meeting rules and overflow room use.

Discussion and possible action on the following:

2. Report of the November 7, 2022 meeting of the City Plan Commission.

Motion by Commissioner Cooper to approve the report of the November 7, 2022 Plan Commission meeting with the following changes:

- **Agenda Item 5**
Motion by Commissioner Rice to approve request from the City of Stevens Point pertaining to the creation of a Downtown Business Improvement District and the 2023 Operating and Implementation Plan; seconded by Commissioner Cooper Alderperson Kneebone

seconded by Commissioner Ilten.

Motion carried 7-0.

3. Public Hearing and action on a request from Cory Presnick, representing CORTA Stevens Point LLC, for a conditional use permit to perform improvements to an off-premise sign on the property located at 5665 U.S. Highway 10 East (Parcel ID 281240836230010), consistent with Ch. 23.02(2)(a)(3)(j).

Associate Planner/Zoning Administrator Kuhn summarized the request to perform improvements to an existing freestanding sign on the property located at 5665 U.S. Highway 10 East. After review, staff held no further concerns and recommended approval as presented.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

- Inquiry as to how the signs would be lit, to which staff confirmed internally illuminated.

Motion by Alderperson Kneebone to approve a request from Cory Presnick, representing CORTA Stevens Point LLC, for a conditional use permit to perform improvements to an off-premise sign on the property located at 5665 U.S. Highway 10 East (Parcel ID 281240836230010), consistent with Ch. 23.02(2)(a)(3)(j); seconded by Commissioner Schuler.

Motion carried 7-0.

4. Public Hearing and action on a request from Jackson and Mary Case to apply a permanent zoning classification of the property located at 3028 Stanley Street (Parcel ID 020240828-14.02) from "R-LD" Low Density Residential to "R-2" Single-Family Residential.

Associate Planner/Zoning Administrator Kuhn explained that upon annexation, a property was automatically zoned Low Density Residential, with the expectation that a final zoning classification would be applied within a specific timeline per State Statues. That request was now before the commission for review and approval, of which the classification of R-2 Single Family Residential was being recommended. Staff held no concerns and recommended approval as presented.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

- Inquiry as to the zoning classifications of the adjacent properties, to which staff confirmed they were all residential zoning classifications.

Motion by Commissioner Ilten to approve a request from Jackson and Mary Case to apply a permanent zoning classification of the property located at 3028 Stanley Street (Parcel ID 020240828-14.02) from "R-LD" Low Density Residential to "R-2" Single-Family Residential; seconded by Commissioner Arntsen.

Motion carried 7-0.

5. Public Hearing and action on a request from Tiffani Krueger, representing Frame Memorial Presbyterian Church of Stevens Point, for a conditional use permit to operate a warming shelter at the property located at 1300 Main Street (Parcel ID 281240832202815), consistent with Ch. 23.02(1)(f)(3)(f).

Associate Planner/Zoning Administrator Kuhn summarized a previous 2017 Conditional Use Permit that permitted the operating of a warming shelter at the stated property. At the time of approval, a condition was placed to expire after 1-year, with the opportunity for extensions. Since that approval, the warming shelter has continued to operate. The current request was generally more so for housekeeping and reapproving the use, without the expiration date tied to the conditions.

Mayor Wiza declared the public hearing open.

Alderperson Morrow (District Eleven) stated support for the request, noting the warming shelter was a great community asset and protected the homeless.

Aldersperson Christianson (District One) stated support for the request, noting the warming shelter provided support, valuable functions, and import services.

Stephen Klein (301 Union St) stated support for the request, and suggested that the approval be in continuum, adding that doing so would not affect building or fire inspection requirements, to which Mayor Wiza confirmed that was the intention behind the proposed item.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Arntsen to approve a request from Tiffani Krueger, representing Frame Memorial Presbyterian Church of Stevens Point, for a conditional use permit to operate a warming shelter at the property located at 1300 Main Street (Parcel ID 281240832202815), consistent with Ch. 23.02(1)(f)(3)(f) with the following;

- 1. Occupancy shall be limited to the basement floor.**
- 2. The use of the facility for temporary housing shall only occur during the following time periods, unless otherwise approved by Community Development staff:**
 - a. Warming shelter opens November 1st or below 20 degrees F temperature.**
 - b. Warming shelter closes April 30 or after temperatures are above 20 degrees F temperature.**
 - c. Warming shelter check-in hours shall be from 8:30PM - 9:00PM. d. Warming shelter closes at 6:30 AM.**
- 3. At least one professionally trained staff member shall provide supervision of the facility at all times during operation.**
- 4. Applicable Building Codes and Fire Codes shall be met.**
- 5. City staff shall have the ability to approve minor amendments to the proposal.**

seconded by Aldersperson Kneebone.

Motion carried 7-0.

6. Public Hearing and action on a request from Wayne Bushman, representing Wood Street Properties LLC, for a conditional use permit to construct a storage building on the property located at 2116 Wood Street (Parcel ID 281240832301205), consistent with Ch. 23.01(13)(f).

Associate Planner/Zoning Administrator Kuhn summarized the request for a Conditional Use Permit to construct an approximately 4,000 sq.ft. storage building on the stated property. The proposed structure was intended to store scrap metal and lumber. After review, staff held no concerns and recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Hlee Yang (2101 Perry St), representing and translating for their parents, passed on concerns relating to the development encroaching into their private property. After a back-and-forth between staff and the residents, it was determined that the proposed development was not near the private residence, and the boundary indicated on the mailer received showed the meeting notification boundary, not the development boundary. No additional concerns were noted.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

- It was asked whether the structure would provide cover for the general site clutter that appeared on the site aerial, to which staff confirmed that was partially the intent.

Motion by Commissioner Ilten to approve the request from Wayne Bushman, representing Wood Street Properties LLC, for a conditional use permit to construct a storage building on the property located at 2116 Wood Street (Parcel ID 281240832301205), consistent with Ch. 23.01(13)(f) with the following:

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

seconded by Commissioner Cooper.

Motion carried 7-0.

7. Public Hearing and action on a request from the City of Stevens Point to apply a permanent zoning classification of "C" Conservancy for the unaddressed parcel bounded by Highway 10 East and Badger Avenue (Parcel ID 020240836-02.06) 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), and a zoning classification of "B-5" Highway Commercial for the property located at 5950 U.S. Highway 10 East (Parcel ID 020240836-01.02).

Associate Planner/Zoning Administrator Kuhn reiterated that upon annexation, a property was automatically zoned Low Density Residential, with the expectation that a final zoning classification be applied within a specific timeline per State Statutes. That request was now before the commission for review and approval. Staff held no concerns and recommended approval as presented.

Mayor Wiza declared the public hearing open.

DeeAnn Donahue (3395 Howard Ave), concerned Treasurer for Portage County Youth Soccer, asked on whether the rezoning would affect the group's ability to expand their soccer field or complex.

Cindy Sager (5972 HWY 10 E) stated concerns with the possible increase in traffic, business, water quality, and overall effect on the area if the parcels were developed. She asked whether a developer was already involved.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

- There was a back-and-forth discussion on the possibility of applying a Conservancy zoning classification to 5950 Highway 10 E, and the types of impediments, if any, the City could run into if wanting to turn it back into a developable parcel. Staff explained that Conservancy was the most restrictive zoning classification and was usually reserved for parks or environmentally sensitive areas. Given the assumption of wetlands in the area, and no immediate plans to redevelop, staff was open to the recommendation. The designation would also not prevent the youth soccer group from pursuing their expansions. The goal was to preserve the future growth opportunity in obtaining the parcels.

Motion by Alderperson Kneebone to approve the request from the City of Stevens Point to apply a permanent zoning classification of "C" Conservancy for the unaddressed parcel bounded by Highway 10 East and Badger Avenue (Parcel ID 020240836-02.06) 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), and a zoning classification of "C" Conservancy for the property located at 5950 U.S. Highway 10 East (Parcel ID 020240836-01.02); seconded by Commissioner Rice.

Motion carried 5-2, with Commissioner Ilten and Mayor Wiza voting in the negative.

8. Presentation and discussion on a potential amendment to the Zoning Code's definition of 'family.'

Director Kernosky reviewed a presentation on the Definition of 'Family'. It covered the following (*presentation attached to the end minutes*):

- Historical context.
- Relevant Supreme Court Cases.
- How the current zoning addressed rooming houses and code enforcement situations.

- Why define Family?
- What other communities are doing.
- Staff recommendations.

Mayor Wiza noted several prewritten testimonies had been submitted after the agenda had been published. While hard copies had been provided to commissioners, they would be available to anyone who requested them. He asked that all Housing Task Force members present provide testimony first as the item had been brought forward through their recommendations to staff.

Mayor Wiza declared the public hearing open.

Aldersperson Dalton (District Nine), Chairperson of the Housing Task Force, noted support from 2 to 4 unrelated persons, noting positive moves for the social and economic impacts it would have.

Jane Johnson (HTF Member) read prepared testimony in support of the request, stating that the City had no place in defining family, and the change would pass an important solution for the unhoused.

Tiffani Krueger (HTF Member), whom runs the local warming shelter, noted support of the request and added that the City was in the middle of a housing crisis and that they often had to turn people out of the City to obtain housing.

Noah Eschenbach (HTF Member), real estate agent and local landlord, noted support for the request, adding that maintaining the 2-unrelated persons zoning exacerbated issues and did nothing to diversify housing.

Aldersperson Johnson (District Five), Housing Task Force Member, noted support for the request, noting the challenges of not only homelessness, but in updating the zoning code. They commended the efforts of those involved in pushing for the update.

Bob Gifford (HTF Member), and Portage County District 10 representative, stated support for the request, noting that passing it could be a step in addressing a nationwide crisis locally.

Mary Ann Laszewski (1209 Wisconsin St) stated opposition of the request, citing a local market saturated with unmaintained housing stock, as well as reiterating issues stemming from the creation of rooming houses.

Raymond Cal (1233 Maria Dr) stated opposition to the request, noting that 49% of properties within the City were rentals already, and passing the request would further deteriorate homes and neighborhoods.

Rich Kleinman (2101 Minnesota Ave) stated support for the request, noting that as a climate refugee, additional housing would be needed as climate issues become more exacerbated.

Emily Phillips (2760 Lindbergh Ave) stated support of the request, citing the importance of having housing for all people within the City, and that people should be allowed to move into rooms that already existed.

John Gardner (401 Birchwood Ave) stated opposition to the request, noting his experience in planning and as the City's Community Development Director, and adding that the change would eliminate most zoning standards that regulated multi-family. He asked that staff work to further review and verify expectations against communities who have allowed the type of occupancy, and to see if their homelessness was lower.

Dan Dieterich (1923 Dixon St) stated support for the request, noting it would aid the unhoused who needed housing immediately.

Cyndi Royer (3609 Lorraine St) stated support for the request, explaining that it was an outdated proposition in having the City define what a 'family' is. The update would not only aid the homeless, but aid young professionals, like teachers, in affording housing.

Cindy Nebel (1100 Phillips St) agreed that while the City shouldn't define what a family is, there needed to be constraints to avoid unintended consequences. They commended staff and the Housing Task Force for their efforts in trying to come up with a solution.

Carol Molepske (2125 Clark St) stated opposition to the request, noting that there needed to be more consideration on next steps and reiterated previously stated concerns for increasing the unrelated to 4 persons. They supported updating the IDD definition.

Stephen Klein (301 Union St) stated that the City had no business in defining a family, nor did he see the number of persons living in a home to be a major issue, as a family could have 13 children and still fall under the current definition. They agreed to having some safeguards to address unmanaged investment properties.

Alderperson Christianson (District One) stated that there needed to be more time to look at all the information and points of views provided. They suggested having incentives for owner-occupied properties to make rental properties less advantageous to outside investors.

Andrea Olson (410 Franklin St) agreed that the definition of family was outdated but was hesitant in supporting 4 unrelated persons. They agreed with having incentives for owner-occupied homes and supported updating the IDD definition.

Tom Dailing (1908 Main St), resident in the college core, stated support for the request if it applied to owner occupied residences only, noting that it would help create equity.

Nancy Roppe (925 Smith St) stated opposition to the request citing concerns for increased density and property maintenance issues. Increasing the unrelated persons would not solve the homelessness crisis, they said, but rather further increase rentals in the City, especially in the first district.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

- Agreement that it was a nuanced problem, but the proposed seemed too generic of a solution. Update could have both unintended negative and positive consequences.
- Agreement with incentivizing owner-occupied housing.
- While there was an immediate need for housing, homeowners brought in strong concerns against the update. Inquired on whether there were additional performance standards that could be proposed to alleviate concerns while still providing the ability for extra tenants.
- There was more of an openness for 3 unrelated persons instead of 4 unrelated persons.
- In reference to how the rental market could be impacted, it was noted that who purchased homes and for what (so long as permitted) could not be regulated as it was a free market.
- Commended the Housing Task Force for bringing forward the request.
- Updating the definition could assist older folks on fixed incomes in addressing financial woes

Mayor Wiza thanked all those that provided testimony and made closing remarks. He added that any testimony made virtually in the chat would be included in the record.

9. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition of 'family' as stated in Section 23.04(2) to read as follows:

Household Entity – is an individual, or two or more person related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or such individual or person plus three individuals not having such similar legal relationship but functioning as a part of the single housekeeping entity. The definition of family shall not apply to a Tourist Rooming House.

Discussion for this request occurred under Agenda Item 8.

Motion by Commissioner Ilten to refer the request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point back to staff for additional options. Said request would amend the definition of 'family' as stated in Section 23.04(2); seconded by Commissioner Schuler.

Motion carried 7-0.

10. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends Section 23.04(2) to include a definition for an 'IDD household entity' to read as follows:

IDD Household Entity – is no more than four non-related individuals, all with intellectual and/or developmental disabilities as defined by the Americans with Disabilities Act, residing in the same housing unit and acting as a single housekeeping entity. In such situation, live-in caregivers for those with intellectual and/or developmental disabilities shall not count against the total number of unrelated individuals within the IDD Household Entity definition. The Zoning Administrator may review each case for approval or denial based upon the information provided to them.

Some discussion for this request occurred under Agenda Item 8.

Director Kernosky explained that the establishment of an IDD Household Entity definition would allow up to 4 unrelated IDD individuals with a live-in caregiver to become a permitted-by-right household entity. Staff's recommendation was to approve as presented.

Mayor Wiza declared the public hearing open.

Jane Johnson (HTF Member) urged the commission to pass the request, citing the need within the community.

Cindy Nebel (1100 Phillips St) agreed with the change. Provided a suggestion for permitting increased unrelated persons based on existing density.

Cyndi Royer (3609 Lorraine St) noted that IDD individuals, by definition, were less likely to be driving vehicles so they needed to be located near amenities. In this instance, adding a density requirement could hurt them.

Mayor Wiza declared the public hearing closed.

Commissioners had the following comments:

- Inquiry as the licensure required, to which staff explained that the state and Portage County did have a permitting and licensing process.
- Clarification on 'live-in' caregiver, to which staff explained it meant primary residence, however there was no specific reference to that requirement within the definition.

Motion by Commissioner Cooper to approve request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends Section 23.04(2) to include a definition for an 'IDD household entity' to read as follows:

IDD Household Entity – is no more than four non-related individuals, all with intellectual and/or developmental disabilities as defined by the Americans with Disabilities Act, residing in the same housing unit and acting as a single housekeeping entity. In such situation, live-in caregivers for those with intellectual and/or developmental disabilities shall not count against the total number of unrelated individuals within the IDD Household Entity definition. The Zoning Administrator may review each case for approval or denial based upon the information provided to them.

seconded by Alderperson Kneebone.

Motion carried 7-0.

11. 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 5657 U.S. Highway 10 East (Parcel ID 281240836230006), consistent with Ch. 23.02(2)(e)(5).

Associate Planner/Zoning Administrator Kuhn summarized the request for a Site Plan Review to construct an approximately 11,000 sq.ft. building addition at the stated parcel. The addition would occur to the north and west sides of the existing building to accommodate a commercial tenant space and have corresponding parking lot improvements. After review, staff held no further concerns and recommended approval with conditions outlined in the agenda packet.

Mayor Wiza asked for comments from the audience.

Aldersperson Keymer (District Three) inquired on whether electric charging stations would be allowed, to which staff explained that they were only required if TIF incentives were provided, and none were involved with the stated project.

Motion by Commissioner Ilten to approve the request from Cory Presnick, representing CORTA Stevens Point, LLC, for a Site Plan Review to construct a building addition on the property located at 5657 U.S. Highway 10 East (Parcel ID 281240836230006), consistent with Ch. 23.02(2)(e)(5) with the following:

1. **A shared access agreement shall be recorded between the subject property and the private driveway directly to its north (PID 281240836230012).**
2. **A building sprinkler plan shall be submitted to the Fire Department for review and approval.**
3. **Proposed bicycle parking shall meet design standards as outlined in Chapter 23.01(16)(f) of the City's Zoning Code.**
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 approved plan.**

seconded by Aldersperson Kneebone.

Motion carried 7-0.

12. Review and possible action on the 2021 Housing Affordability Report.

Associate Planner/Zoning Administrator Kuhn explained that the 2021 Housing Affordability Report was before the commission for review, feedback, and approval. The annual drafting of the report was to meet State Statute requirements for municipalities exceeding 10,000 to reduce the cost of new subdivisions by 25%.

Motion by Commissioner Ilten to approve the 2021 Housing Affordability Report and place it on file; seconded by Commissioner Schuler.

Motion carried 7-0.

13. September, October, and November 2022 Monthly Reports. Copies of the November monthly report will be provided during the meeting.

Director Kernosky reviewed November year-to-date values, noting that project valuation was still tracking well for the year, and to expect much of the same going into 2023.

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

It was noted that January Plan Commission would be held on a Tuesday. Director Kernosky provided brief verbal updates, if available, on:

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

Closing Section:

15. Adjourn.

Meeting adjourned at 9:39 PM.

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

Attachments relating to agenda Item 7: Zoning reclassification.

Adam Kuhn

From: Ryan Kernosky
Sent: Monday, December 5, 2022 2:48 PM
To: Adam Kuhn
Subject: FW: [External] testimony - 5 Dec. 2022 PC meeting
Attachments: Testimony for Plan Commission 5 Dec 2022 (conservancy & family def).pdf

From: Trevor Roark <rambledandy@gmail.com>
Sent: Monday, December 5, 2022 2:39 PM
To: Mike Wiza <MWiza@stevenspoint.com>; Ryan Kernosky <rkernosky@stevenspoint.com>
Cc: District 4 <district4@stevenspoint.com>
Subject: [External] testimony - 5 Dec. 2022 PC meeting

Hi, Mike, Ryan, & Mykeerah,
Hope ya'll had a good Thanksgiving!

I apologize that I can't attend tonight's Plan Commission meeting. However, I respectfully request that my attached testimonies get read into the record for two agenda items: 7 & 8.

Thanks a ton!

Trevor Roark
local community advocate
715-570-1961

City Plan Commission Meeting Testimony
5 Dec. 2022

7. Public Hearing and action on a request from the City of Stevens Point to apply a permanent zoning classification of "C" Conservancy for the unaddressed parcel bounded by Highway 10 East and Badger Avenue ...

Trevor Roark, 601 Washington Ave.

I'm sorry I couldn't attend tonight's meeting and appreciate this testimony getting read into the record.

I'm very much in favor of supporting this request to rezone as Conservancy. This makes a lot of sense with the high water table in this area, our goals of increasing infill while reducing infrastructure liability, trying to increase climate crisis mitigation, and protecting our groundwater supply.

One change I'd recommend however is to the size of the B-5 Highway Commercial parcel. Keeping it this large stretching northward lends itself ripe to development by big box stores and/strip malls with massive parking lots. How much did the massive parking lots contribute to the demise of Wal-Mart and the other businesses within the nearby TIF to the southwest? It's hard to know how much, but I'm certain it did.

These styles of development further increase our infrastructure liability (with the potential demand for new roads, etc.) and carbon footprint (in requiring people to drive to get there). Instead, could we roughly cut this in half from east to west to limit the impact, thereby putting the northern half of this parcel into conservancy and the southern half maintained as B-5? This strategy seems to be a win-win for further groundwater protections, reducing impermeable surfaces, reducing demand for driving, etc. Related, even though I don't support TIF I think we should instead focus our attention on allowing the nearby TIF to the southwest to get redeveloped, as this infrastructure already exists.

Again, I support this strategy of moving to conservancy and hope the Plan Commission considers increasing the size of the conservancy while reducing the size of the B-5.

Thanks for your time.

Definition of Family

12/5/2022

Before we start

- This presentation has lot of text. I apologize.

Recent Historical Context

- Housing Taskforce was established during summer 2021.
 - Reviewing the City's zoning code, economic development policies, and community engagement opportunities to expand the City's housing stock.
 - The HTF began meeting in September 2021.
- In September 2022, a smaller working group was established to address the concerns of homeless and the unsheltered in our community.
 - From this working group: the most immediate impact to addressing the unsheltered crisis in our community was revising the definition of family.

Recent Historical Context

- October 2022
 - HTF recommends that the Plan Commission and Common Council take up the definition of family. Concerns over the unsheltered and cold weather.
 - HTF voted to either:
 - Increase the number of unrelated individuals from 2 to 4.
 - Remove the definition all together and base the number of unrelated individuals based upon the habitable floor space of the property.

Historical Context

- The City has defined *Family* since the 1936 zoning code
 - **Family:** One (1) or more persons occupying a premises and living as a single housekeeping unit, as distinguished from a group occupying a boarding house, lodging house or hotel.
- 1956 Zoning Ordinance
 - Family. The body of persons who live together in 1 dwelling unit as a single housekeeping entity.

Historical Context

- Seeing major population changes at UW-Stevens Point, and the conversion of Owner-Occupied Housing converting to rooming houses, a new definition is established:
- 1967 Zoning Ordinance
 - Family. Any group of blood relations in one dwelling unit as a single housekeeping entity.
 - Rooming House. Any dwelling unit housing three or more unrelated persons.
 - In single-family zoning: "Not over 2 boarders or lodgers not members of the family." City staff interprets this as "Family" plus 2 OR No more than two unrelated individuals.
 - In two-family zoning: "No more than three (3) occupants as roomers, boarders or lodgers shall be permitted in addition to the head of the household in any dwelling unit..." City staff interprets this as 3 plus HoH for a total of 4.
 - In multiple-family zoning: # of dwelling units is based on lot area.

Village of Belle Terre v. Boraas

- 1974
- Village of Belle Terre, NY is home to Stony Brook University.
- The Village restricted single-family zoning and defined Family as “one or more persons related by blood, adoption, or marriage, living and cooking together as a single housekeeping unit or two people unrelated by blood or marriage.”
- A group of students leased a house in the single-family zoning, the Village brought an eviction order because the students did not constitute a family.
- US Supreme Court took the case, and ultimately ruled in favor of the Village, saying the ordinance was constitutional restriction on the use of the land.

Historical Context

- 1979 Zoning Ordinance
 - FAMILY – An individual, or two or more persons related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or each individual or persons plus one individual not having such similar legal relationship but functioning as part of the single housekeeping entity.
 - In short: No more than two unrelated individuals may occupy a dwelling unit.
 - This definition is what is utilized today.
 - Has worked well in preventing the conversion of SF homes to rooming houses.

Historical Context

- 1979 Zoning Ordinance

- FAMILY – An individual, or two or more persons related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or each individual or persons plus one individual not having such similar legal relationship but functioning as part of the single housekeeping entity.
- In short: No more than two unrelated individuals may occupy a dwelling unit.
- This definition is what is utilized today.
 - Has worked well in preventing the conversion of SF homes to rooming houses.

Larry & Anna = couple, not married or together by legal relationship.

= legal under current code.

Larry & Anna = decide to get married.

= legal under current code.

IF Larry & Anna invite Mary to rent a room = LEGAL under our current code.

Larry & Anna = married couple.

Anna's mom and dad are aging and need assistance, so they move in.

= LEGAL under our current code.

Larry & Anna = couple, not married or together by legal relationship.

= legal under current code.

IF Larry & Anna invite Mary to rent a room = illegal under our current code.

Anna buys a 4 bedroom house near UWSP to go to college.

Rents three of the rooms to friends.

= Illegal under our current code.

Larry, Anna and their two kids invite Bill and his child to live with them.

= illegal under the current code.

Larry, Anna, and their two kids could have Bill live with them, but when the dependent is involved, you technically exceed the code.

Example: 1208 Reserve Street

- Property has been single-family since constructed.
- Purchased by a UWSP student in 2020. UWSP student began living in the home and renting out the three other rooms. Total unrelated individuals living at the property was 4.
- Zoning Violation Notice was provided. Owner petitioned for a variance through ZBA, was denied.
- Home was sold in 2022 and is again owner-occupied.



What are other UW Communities doing?

- **Whitewater**
 - Family plus 2, excluding the R-O overlay district.
 - The R-O overlay district only allows no more than two unrelated individuals. This zoning district is adjacent to UW-W campus.
- **La Crosse**
 - Family plus 2 in single-family zoning.
 - Family plus 3 in R-2 zoning and above.
- **Eau Claire**
 - Family. One or more persons, who are related to each other by blood, marriage, adoption or legal guardianship, occupying a dwelling unit.
 - In RM, R-3, and R-4, Family plus 3 (4). All other districts no more than 2 unrelated.
- **Madison**
 - Varies based on renter or owner occupancy, zoning, and relation.
 - Some single-family residential zones allow up to 2 unrelated if renters, others allow up to 5 if the owner of the property lives on site, university-centered neighborhoods may allow up to 5 unrelated individuals.

But why define *Family* in the Zoning Code?

- The formal definition of Family should be changed to be more inclusive. Regardless of the direction and decision the City chooses to pursue, *Household Entity* is a more inclusive title for an updated definition.
- Preservation of neighborhoods – Example: Hospital & Goerke Park
 - Reduces, through land use policy, the likelihood of landlords purchasing a single-family home and rent to 3-4 individuals.
 - Does not reduce the likelihood of landlords purchasing a home and renting to a family.
 - Encourages, through loss of grandfathered status, return of historic rooming houses back to single-family ownership.
 - Encourages home ownership over renter-occupied homes, provides a more stable neighborhood. Additionally, this is a major tool for a families to build wealth.

But why define *Family* in the Zoning Code?

- Regulation of density in existing neighborhoods
 - Discourages impervious surfaces (additional parking spaces or additions to homes for additional people, for example).
 - Encourages additional green space on properties.
 - Helps with stormwater management and natural infiltration of SWM.
- City has made fiscal policies based upon encouraging home ownership
 - Committing funds to programs like rental conversion grants, neighbor helping neighbor grants, down-payment assistance, housing modernization loans/grants.

The argument against defining family

- National affordable housing crisis.
 - Vacant bedrooms in homes because of definition of family.
 - More supply of rooms = reduction in cost of housing.
- Inequity
 - Lower income residents are more likely to rent and to have room mates to help offset the costs to rent. Ex. New teachers are more likely to room together because of their inability to afford to live alone.
 - People of color are more likely to be renters.
- Changing demographics.
 - Major life purchases before meeting family definition, desire to rent additional rooms to help offset mortgage.
 - Decisions to live together and have roommates.
 - Student loans and other financial constraints on renters.

Where do we go from here?

- Public hearing tonight is to amend the definition of family.
- Household Entity – is an individual, or two or more person related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or such individual or person **plus three** individuals not having such similar legal relationship but functioning as a part of the single housekeeping entity. The definition of family shall not apply to a Tourist Rooming House.
- This proposal is to allow up to 4 unrelated individuals reside in the property. A blanket increase from 2 to 4 is doubling the density on every lot in the City.

Where do we go from here?

- Additional Public Hearing Tonight:
- IDD Household Entity – is no more than four non-related individuals, all with intellectual and/or developmental disabilities as defined by the Americans with Disabilities Act, residing in the same housing unit and acting as a single housekeeping entity. In such situation, live-in caregivers for those with intellectual and/or developmental disabilities shall not count against the total number of unrelated individuals within the IDD Household Entity definition. The Zoning Administrator may review each case for approval or denial based upon the information provided to them.
- Staff is fully supportive of this change.

Other consideration for regulating

- *What is the direction the City wishes to pursue?*
 - Since 1967, the desire has been to limit the number of rooming houses in the core of the community and preserve existing neighborhoods. Are we going away from this?
- Lot size
 - Does the lot meet the minimum lot size for the zoning code? If too small, regulate # of unrelated individuals on this, but still provide a maximum.
 - This will push more unrelated individuals outside of the core of the community, where lot sizes are small and likely do not meet minimum zoning requirements.

Other consideration for regulating

- Geographic/zoning district restrictions
 - Could place a regulation based upon geographic location, or by zoning district.
 - This was recommended in the 2017 Housing Study (Platteville does this).
 - Could push additional rentals into established neighborhoods.
 - If regulated by zoning district, MF zoning (already denser) could become denser.
- Regulate based upon square footage of a home/bedrooms within home.
 - Enforcement becomes a challenge. Encourages continued use of rooming houses.
- Regulate based upon owner-occupied
 - Incentivize by allowing additional renters if the home is owner-occupied.

City Staff Recommendation

- If the body feels ready to make a recommendation, we would be generally supportive of increasing the number of unrelated individuals from 2 to 3.
- Postponing any action tonight also allows for a further review and potential policy recommendation by City staff.

Attachments relating to agenda Item 8 and 9: Definition of 'family' testimony.

From: [Cindy Nebel 09](#)
To: [Ryan Kemosky](#); [Adam Kuhn](#); [Meleesa Johnson](#); [District 3](#)
Subject: [External] Revision of definition of family
Date: Monday, November 21, 2022 11:09:24 PM
Attachments: [ATT00001.txt](#)
[ATT00002.txt](#)

Hello,

I'd like to bring attention to the recent publication in the Gazette included below. I know I, and others, have shared our concerns about the recent push to change the definition of "family" to that of a "Household Entity". This current proposal, coming to the Plan Commission in December 5th, has been pushed by Mark Kordus and others to allow occupancy for four to five un-related individuals. This number is very similar to the allowance of student rooming houses which the city has found to be problematic for several reasons.

There are many reasons this revision of the city's occupancy requirement needs prior public input, before being on the agenda for City Planning. As with Business 51, this revision needs an opportunity for questions and answers. I believe in order to make a revision that affects all city residents, homeowners should be able to have their concerns addressed.

The housing issues the city has, needs to consider not only the lack of affordable housing, but also the ability to stabilize the quality of life for those living in the core of the city.

Many of the members on the Housing Task Force happen to be landlords. Several also do not live in the center of the city in which would be most impacted by this change. Therefore, I would ask that an informal public meeting be arranged, one which concerns could be heard and possibly be resolved rather than heightened.

Thank you for your consideration of my request,

Cindy Nebel
715-570-4571

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RAYMOND CAL

1233 Maria Drive • Stevens Point, WI 54481-1140

715-321-0329

raymond.cal@hotmail.com

December 1, 2022

Stevens Point Plan Commission
Mayor Mike Wiza, Chair

RE: Changing the Stevens Point Zoning Ordinance Definition of a Family as up to 2 unrelated people living in a household

Plan Commission meeting Monday, December 5, 2022 at 6 pm , 933 Michigan Ave., Open to the Public

TO WHOM IT CONCERNS:

I am opposed to the city changing its definition of a family to more than 2 unrelated people living in a household. The current definition was enacted in response to the deterioration of neighborhoods around UWSP from investors buying single family homes and converting them into student rentals. While every situation and every landlord is different, the general observation that the maintenance of houses and the general condition of neighborhoods was worsening from conversion to rentals for multiple people.

I support efforts to provide more affordable housing for our residents. However, this proposed ordinance change will result in more single family, owner occupied homes being converted to rentals. This is not beneficial to our neighborhoods.

Allowing our neighborhoods to deteriorate will only encourage Stevens Point residents to move out of the city to where they can maintain a better quality of living. Changing the ordinance is a slap in a face to homeowners like myself and other neighbors who have invested in buying our properties and improving them.

Sincerely,

Raymond Cal

Classification: Personal

Adam Kuhn

From: Mike Wiza
Sent: Tuesday, December 6, 2022 11:08 AM
To: Ryan Kernosky; Adam Kuhn
Subject: FW: [External] Dec 5 2022 City Plan Commission Agenda Item # 8

From: Joe Hoover <sticksandglue@yahoo.com>
Sent: Monday, December 5, 2022 4:34 PM
To: Mike Wiza <MWiza@stevenspoint.com>
Subject: [External] Dec 5 2022 City Plan Commission Agenda Item # 8

I write in strong opposition to any change to the current City of Steven's Point Zoning Code's definition of a "family".

Current occupancy of some properties seems excessive and underregulated with no regard for permanent residents (homeowners) they are given little consideration when the inevitable impacts of overcrowding result. Prior to and increases in allowable occupancy are considered, the City should first address present impacts from underregulated rental activities often conveniently explained away by an outdated grandfathering policy. My Grandfather died a long time ago, as should have this free pass to degrade any neighbor's quality of life.

Further, impacts from rental density disproportionately fall upon district # 3 given its location. The City might consider any potential expansions to occupancy outside of this already burdened district? There is certainly an economic benefit to be derived from additional populations within the city; these benefits accrue to the Tax base as a whole while the less enjoyable realities of expansion dominate particular areas.

I agree with the concerns of former Alderperson Cindy Nebel..."I believe this proposal will negatively affect the financial stability for single family homeowners located in the core of the city. It most likely will lead to rent increases due to the increase in number of allowable occupants per dwelling, and will encourage rental investors and corporations to buy up existing affordable single family homes, thus decreasing the availability of affordable housing in our city.

Without addressing these concerns first, I feel the City has no need to advance any changes to current definitions of "family" for occupancy purposes.

Joseph Hoover

2330 College Ave

Stevens Point

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Adam Kuhn

From: Ryan Kernosky
Sent: Monday, December 5, 2022 1:17 PM
To: Adam Kuhn
Subject: FW: [External] Dec. 5 public hearing

For tonight.

RK

From: Clarke Crandell <zootandvanessa@yahoo.com>
Sent: Monday, December 5, 2022 12:25 PM
To: Meleesa Johnson <aldermeleesajohnson@gmail.com>
Cc: Cynthia Nebel <cindynebel09@gmail.com>; Mike Wiza <MWiza@stevenspoint.com>; Ryan Kernosky <rkernosky@stevenspoint.com>; District 7 <district7@stevenspoint.com>
Subject: [External] Dec. 5 public hearing

Dear Alder Johnson:

We are adamantly opposed to the re-definition of "Family" as "Family Entity" as this opens up all kinds of opportunity for the degradation of single and two-family homes in the City. With recent construction, there is ample housing available without opening up existing housing to accommodate more unrelated people (e.g. college students). The definition to include "functioning as part of the single housekeeping entity" is specious and likely unenforceable. We'd like to know the rationale behind this proposal and who, specifically, is behind it. It doesn't pass the smell test.

CLARKE and VIRGINIA CRANDELL
Woodwind Musicians
1916 Clark Street
Stevens Point, Wisconsin 54481

715-341-5355

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Adam Kuhn

From: Mike Wiza
Sent: Monday, December 5, 2022 7:40 AM
To: Ryan Kernosky; Adam Kuhn
Subject: FW: [External] Online Form Submittal: Comments & Suggestions for the Mayor

Please add this to the record of public comments for tonight's meeting.
Copies of all written comments should be provided to the commissioners tonight, please.

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Friday, December 2, 2022 1:43 PM
To: Mike Wiza <MWiza@stevenspoint.com>; McKenna Kawski <mkawski@stevenspoint.com>
Subject: [External] Online Form Submittal: Comments & Suggestions for the Mayor

Comments & Suggestions for the Mayor

All anonymous comments and suggestions are welcomed and will be taken seriously, but please note that if you do not provide us with your contact information, we cannot reply to you directly. Thank you.

Please enter your comment or suggestion below (Required):	Hi Mike, I'm writing in support of the updated Housing Entity definition that the city council will be discussing on Monday, since I won't be able to be there in person. Please mark me down as supporting it! It is a no-cost update that opens a significant amount of housing opportunities. Additionally, it would have beneficial financial implications for renters to further share rental costs together.
---	--

The fields below are optional. Fill out any or all of them only if you'd like us to be able to reply to you. (All information submitted does become a public record.)

Name:	Ariel Welling
Street Address:	2108 Church St B
City:	Stevens Point
State:	WI
Zip:	54481-4503
Phone Number:	7153409535
Email Address (Optional):	arielwelling@gmail.com

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Adam Kuhn

From: Mike Wiza
Sent: Monday, December 5, 2022 8:29 AM
To: Ryan Kernosky; Adam Kuhn
Subject: FW: [External] Online Form Submittal: Contact the Mayor

Please include this comment as well.

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Saturday, December 3, 2022 9:56 AM
To: Mike Wiza <MWiza@stevenspoint.com>; McKenna Kawski <mkawski@stevenspoint.com>
Subject: [External] Online Form Submittal: Contact the Mayor

Contact the Mayor

First and Last Name:	Gregg Hansel
Street Address:	525 Clayton Avenue
City	Stevens Point (cha City, State, and/or Zip as needed)
State:	WI
Zip:	54481
Phone Number:	715-347-2116
Email Address:	ghansel7@gmail.com

Please enter your questions
or comments below:

Dear Mike,

I understand that the Planning Committee will be looking at the Housing Committee's recommendation on Monday evening. I urge you to approve that as written. Changing to the new policy will increase housing stock, provide housing for lower income people, and not hurt landlords. What could be better. Anything short of that would be a poor choice. The current policy is discriminatory, and even increasing the current law by an extra person would still be discriminatory. Our progressive city shouldn't have such regressive laws.

Thank you.

Gregg and Kathy Hansel

Adam Kuhn

From: Mike Wiza
Sent: Monday, December 5, 2022 11:39 AM
To: Ryan Kernosky; Adam Kuhn
Subject: FW: [External] Planning Commission Agenda
Attachments: Screenshot_20221205_091307_Chrome.jpg

Yet another. This got sent to most commissioners already. Pete isn't on the list below, but send it to all commissioners again.

From: Travis Haines <travis@rentcandlewood.com>
Sent: Monday, December 5, 2022 11:28 AM
To: District 7 <district7@stevenspoint.com>; davecooper0502@gmail.com; mkilten@gmail.com; matt.mike.rice@gmail.com; Mike Wiza <MWiza@stevenspoint.com>
Subject: [External] Planning Commission Agenda

Dear Planning Commissioners,

I wanted to take a minute to show support for a couple agenda items tonight - changing the definition of family and increasing the number of unrelated occupants for rental properties in the city of Stevens Point.

For background I serve on the housing task force along with two dozen other individuals from nonprofits and Community organizations but it also includes the Community Development Department, City Alderpersons, builders, real estate agents, and landlords. We have extensively discussed researched and weighed the pros and cons of changing the cities occupancy guidelines over the past 6 months, and this vastly diverse group all see a strong need for a change to the current guidelines. One only has to look to the fact that City Council President Johnson felt so strongly about changing this that she opted not to wait for the final Housing Task Force white paper recommendations and the change to occupancy should be addressed immediately. This is why she brought a motion to bring this in front of you today. I have attached a copy of who is on the Stevens Point Housing Task Force so you can see the members and their background. I've heard the claim that "many members" of the task force are landlords and are pushing this change. I think it's important to note that only three of the 15 are actually landlords in our community . While those landlords support the change the other 80% of the housing task force members overwhelmingly as a whole feel that this is time to make this change and to give our residents a shot at more affordable housing for their families .

With housing affordability being a major issue in our country and our communities the changing of this occupancy code has an immediate impact on making housing more affordable by allowing renters to share rent and utility expenses. The best part of this is that it costs absolutely nothing and helps over 50% of the Stevens Point residents. It involves no taxpayer money and can have an immediate impact on helping struggling renters within our community avoid eviction.

The current definition of family is very discriminatory in its nature and does not align itself with current family structures that are outside of traditional marriage. In the Housing Industry we live and breathe fair housing day-to-day and are constantly striving to provide fair treatment to all parties. The way the current definition is written there is a very real potential that maintaining status quo could end the city of Stevens Point up in a legal battle over the discriminatory practice of requiring marriage to be considered a family and restricting renters ability to have a roommate or two. We should strive for our city to be free from fair housing violations and to not create or maintain ordinances that are discriminatory in nature.

I'm sure there will be some opposition to this from homeowners as they have enjoyed decades of City's overly restrictive occupancy guidelines. We have heard the argument that it will just be landlords packing kids into houses and

how student renters will create a huge issue but the reality is that this change really isn't for the students. With enrollment down, demand for student housing is at an all-time low. Students already have plenty of options to live with more than two people based on the student houses around the campus that are grandfathered in. This change is for our general, non-student renters. To give you some real-world examples, our current ordinance forces us to deny three teachers who wanted to live together or three Skyward employees who wanted to share living expenses all because they are not related to each other or not a family. Keep in mind that none of these groups exceed our current occupancy guidelines for the city based on livable square footage. This change to the definition of family and unrelated adults is being made to help groups of people such as this.

In closing, over 50% of the residents in Stevens Point are renters and not homeowners. It's time that the majority of this population is given a fair shake and not treated like second class citizens. There will always be a subset of homeowners who are only concerned about themselves, and oppose changes, but this is not about individual feelings, it's about our community as a whole. We don't make policy based on irrational fear or the small group who makes a lot of noise. We make policy based on what's good for our community and this is an easy one. I am asking for your support in making the change to the definition of family and the 2 unrelated occupants.

Thank you!

Travis Haines
Candlewood Property Management LLC
Housing Task Force Member

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From: [Mike Wiza](#)
To: [Ryan Kemosky](#); [Adam Kuhn](#)
Subject: FW: [External] Online Form Submittal: Contact the Mayor
Date: Monday, December 5, 2022 9:55:55 AM

One more

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Monday, December 5, 2022 9:10 AM
To: Mike Wiza <MWiza@stevenspoint.com>; McKenna Kowski <mkawski@stevenspoint.com>
Subject: [External] Online Form Submittal: Contact the Mayor

Contact the Mayor

First and Last Name:	Kevin & Dorothy Leahy
Street Address:	100 Union Street
City	Stevens Point (change City, State, and/or Zip as needed)
State:	WI
Zip:	54481
Phone Number:	715-341-8197
Email Address:	kcl54481@gmail.com
Please enter your questions or comments below:	Dear City Plan Commission Chair, We are opposed to the change of the definition of 'family' as stated in Section 23.04(2). Opens up the likelihood of single family homes being converted to rentals and negatively affecting neighborhoods. Kevin & Dorothy Leahy 100 Union Street Stevens Point, WI 54481

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Adam Kuhn

From: Ryan Kernosky
Sent: Monday, December 5, 2022 2:48 PM
To: Adam Kuhn
Subject: FW: [External] testimony - 5 Dec. 2022 PC meeting
Attachments: Testimony for Plan Commission 5 Dec 2022 (conservancy & family def).pdf

From: Trevor Roark <rambledandy@gmail.com>
Sent: Monday, December 5, 2022 2:39 PM
To: Mike Wiza <MWiza@stevenspoint.com>; Ryan Kernosky <rkernosky@stevenspoint.com>
Cc: District 4 <district4@stevenspoint.com>
Subject: [External] testimony - 5 Dec. 2022 PC meeting

Hi, Mike, Ryan, & Mykeerah,
Hope ya'll had a good Thanksgiving!

I apologize that I can't attend tonight's Plan Commission meeting. However, I respectfully request that my attached testimonies get read into the record for two agenda items: 7 & 8.

Thanks a ton!

Trevor Roark
local community advocate
715-570-1961

8. Presentation and discussion on a potential amendment to the Zoning Code's definition of 'family.'

Trevor Roark, 601 Washington Ave.

I'm sorry I couldn't attend tonight's meeting and appreciate this testimony getting read into the record.

I'm in favor of this proposed amendment.

I've read through the item 8 materials in this packet and some of the goals of the Housing Task Force and it seems like a wholistic approach to move in this direction.

With zoning's troubled history in discrimination against BIPOC and exclusionary methods leading to less affordable housing blocks, it makes sense to break down barriers to equity in this more inclusive way. Further, this amendment can increase density, help realize infill goals, and of course, increase housing affordability. To better understand this complex issue, I contacted the Community Development Dept. today and talked with Mark Kordus.

Two things stuck out to me in our conversation:

First, about 28% of residents are housing insecure. This is a much larger number than I thought and he mentioned this was a 2020 statistic. I think all of us understand how affordability has been reduced even more over these last 2 years.

Second, and in relation to concerns about single-family homes getting converted into student rentals, it was eye-opening to hear from Mark that the majority of homes in Stevens Point with maintenance issues or fall into disrepair are not student rentals. This, to me, means that other solutions should be tried in order to address the causes instead of the symptoms of neighborhood disputes.

I understand how parking often comes up as a concern in this type of conversation in that too many cars/trucks are parked beyond the driveway edges and then erode the lot. Or, a landlord might build more off-street parking for curb appeal and then cause additional issues like reduced housing affordability, increased runoff, decreased green space, increased electricity usage for air conditioning due to increased convection in the summer, and induced demand to drive. I too share these concerns and there are two strategies that would address this: removing parking minimums from the entire City and unbundling parking.

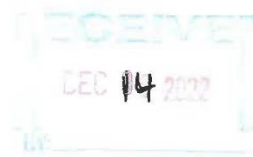
I think most people here understand what removing parking minimums is and so I'll be brief. Removing them would allow home-owners, landlords, & developers to decide the

amount of off-street parking supply instead of using the current requirements, which are based on outdated suburban planning models from the 1930's - 50's. Look no further than the Centerpoint Mall and most of its still existing, yet many times mostly vacant, parking lots to discover how excess parking supply created from parking minimums can damage our City. Removing parking minimums from the zoning code would save all of us money in the long term and thus make living here more affordable.

The second strategy, unbundling parking, would require all landlords/rental owners to show and charge the price of a dedicated parking spot for the tenant instead of it being bundled into the cost of rent. This allows renters who can't afford a car/truck to not have to subsidize other renters' parking spots. As a result, housing automatically becomes more affordable and may show the true demand for parking. This, in turn would save landlords/rental owners and developers money too since they wouldn't need to accommodate or construct so much assumed parking supply. Plus, renters and home-owners can better use the already existing and extensive street parking supply.

Returning back to redefining family in the zoning code, I think this is a good move towards reducing discrimination, increasing housing affordability and options, and improving the livability of our City. I hope the commission approves this amendment and works towards other recommendations through the Housing Taskforce.

Thanks for your time.



Phyllis M. Carlson
1241 Maria Drive
Stevens Point, WI 54481
Phyllis.carlson@hotmail.com

12/09/22

ATTN: Members of the Stevens Point Plan Commission

• Mayor Wiza • Alderperson Kneebone • Commissioner Arntsen • Commissioner Cooper •
Commissioner Ilten • Commissioner Rice • Commissioner Schuler

I have reviewed the agenda from the December 5th, 2022 City Plan commission.

I absolutely do not agree with changing the ordinance of a Definition of a Family as up to two unrelated people into four people.

With turning all of the housing into what it would appear to be rooming board/mini frat houses, renters are not invested in the property, the maintenance of the property is not high priority. As we are a University City, students come and go with little regard of keeping our City as a family oriented city.

There are several houses in the Stevens Point area that are not kept up and the City is unable to have these properties cleaned up. How would the City follow up on all the houses that are being rented out to multiple individuals?

We, as single family owned housing, have a tendency to keep our homes neat and in order as we take pride in our ownership, knowing what it takes to have a home and what the cost investment is.

At this time, there are numerous apartment housing projects in process that should be able to help with student housing.

Many of us have moved to Stevens Point in the past few years to be able to live in a place that appears to be able to supply a good quality of life for us and our families. We would like to keep it that way.

Sincerely,

Phyllis M Carlson

9. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the definition of 'family' as stated in Section 23.04(2) to read as follows: Household Entity - is an individual, or two or more person related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or such individual or person plus three individuals not having such similar legal relationship but functioning as a part of the single housekeeping entity. The definition of family shall not apply to a Tourist Rooming House.

Gracia Day to Everyone

08:14 PM

GD

I do not believe increasing the number from 2 to 4 of non related persons is the answer to the low income housing problem. There are many things that need to be addressed and researched before considering this change. Crowding in cities is a problem and this change would create a crowding problem in Stevens Point. We need more balance in our city. Parking and infrastructure need to be considered. I believe rent will only increase if more people are allowed in each rental. I do not agree with this proposal. It will create or recreate problems. We have so many new apartments and the development at the Grove already.

Attachments relating to agenda Item 10: Definition of IDD Household Entity Testimony.

 Steve Dix to Everyone 09:24 PM

Please pass this for the concerns mentioned by these speakers for the IDD people's needs

Community Development Report, November 2022

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees
Single Family	-	-	-	-
Two-Family	-	-	-	-
Multi-Family	-	-	-	-
Commercial/Industrial	-	-	-	-
Additions or Alterations	# of Permits	Declared Valuation		Fees
Residential	74	\$521,143.50		\$5,822.76
Commercial	32	\$3,602,237.26		\$19,421.33
Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Fees
106	\$4,123,380.76	\$25,244.09	1529	\$376,726.55
			2021	\$45,353,681.89
			2020	\$153,926,648.73
			2019	\$97,295,999.54

Violation Report

New Code Cases	
Abandoned Vehicle on Property	6
Bulk Waste at Curb	18
Construction Work Without Permits	2
Debris on Property	9
Exterior Violations on House	4
Heating equipment not installed properly	0
Illegal Pets or Livestock	0
Illegal Use of Occupancy	0
Improper Signage	0
Infestation	0
Interior Housing Violations	1
Property Encumbrance	0
Public Works Violation	0
Snow & Ice Removal - Sidewalk	0
Tall Grass or Noxious Weeds	0
Trash Containers Improperly Stored	0
Trash/Litter	0
Unsanitary/Unsafe Conditions	1
Vacant Building/Home	0
Vehicle Parked on Grass	19
Vision Obstruction in Roadway or Intersection	0
Zoning Violations	1
Total Violations / Total Service Fees Billed	61 / \$2,800
Voluntary Compliance Rate for Tagged/Verbal	10/15 66%

+ Referred to another department

Administrative Staff Report

Renovation of Commercial Building into a Single-Family Residence

741 Second St N

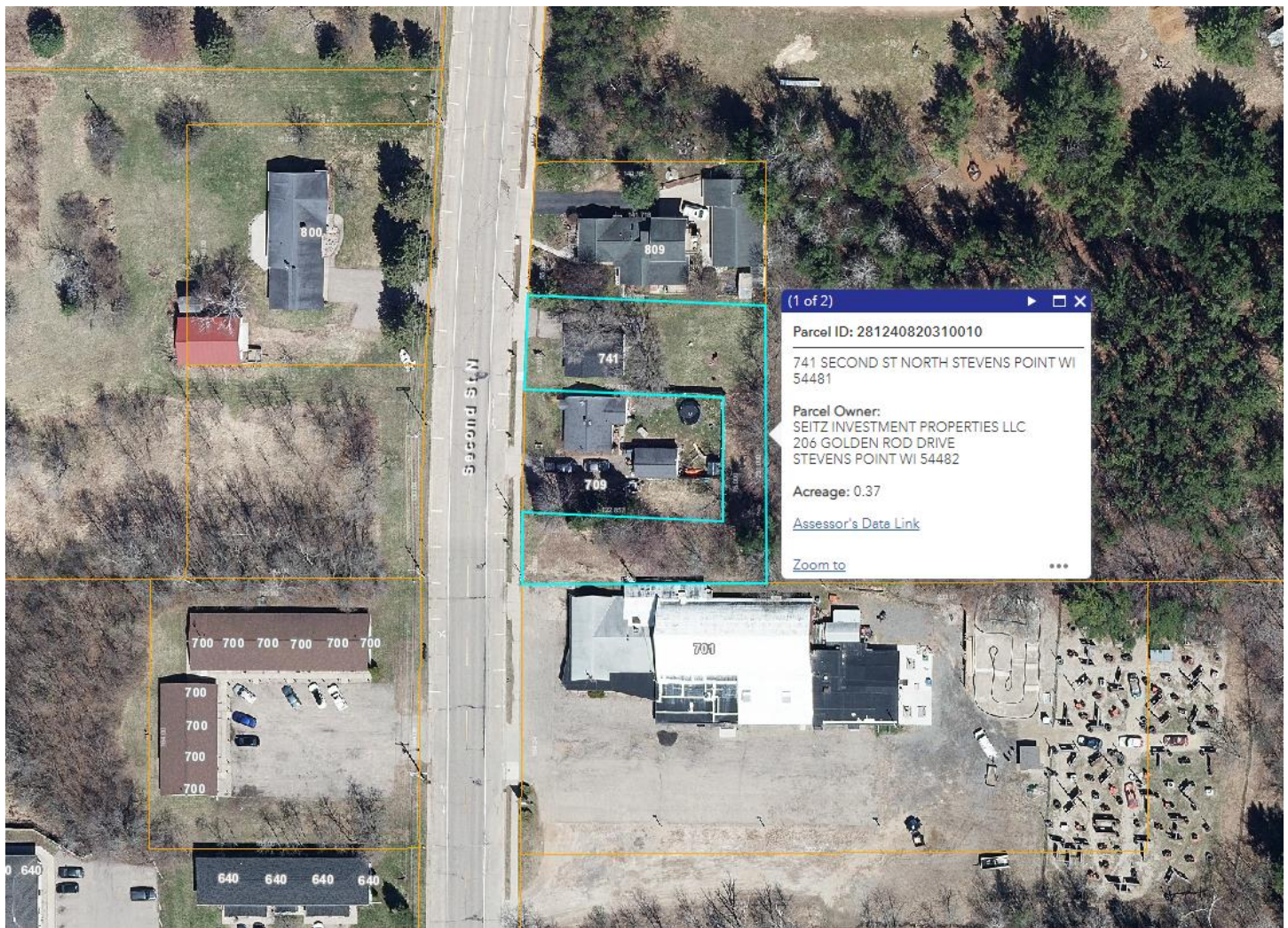
February 6, 2023



Department of Community
Development

Applicant(s): - Will Seitz, representing Seitz Investment Properties, LLC Staff: - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240823100010 Zone(s): "B-4" Commercial Master Plan: - Commercial / Office / Multi-Family Council District: - District 11 Ald. Morrow Lot Information: - Frontage: 100 ft. - Depth: 165 ft. - Lot Size: 16,248 sq. ft. (0.373 ac.) Current Use: - Vacant Applicable Regulations: 23.02(1)(g)(16)(f)	Request - Public Hearing and action on a request from Will Seitz, representing Seitz Investment Properties, LLC, for a conditional use permit to renovate an existing commercial building into a single-family residence on the property located at 741 Second Street North (Parcel ID 281240823100010), consistent with Ch. 23.02(1)(g)(16)(f). Attachment(s) - Application - Plans Findings of Fact - The subject property, currently vacant, has historically housed an antique shop. - The antique shop had closed in 2018 and was used for commercial storage up until 2022. - The applicant is requesting to convert the vacant commercial building into a single-family residence. - The proposed residence will accommodate two bedrooms and one bathroom. - The subject property is zoned "B-4" Commercial. Within the "B-4" District, one-unit residences are classified as a conditional use. - The Plan Commission and Common Council may attach conditions onto this request as necessary. Staff Recommendation Approve the conditional use permit to renovate an existing commercial building into a single-family residence on the property located at 741 Second Street North (Parcel ID 281240823100010), subject to the following conditions: - The dwelling unit shall meet minimum occupancy requirements as outlined in Chapter 21 of the City's Municipal Code of Ordinances. - Staff shall have the ability to approve minor deviations to the project plan.
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Vicinity Map



Background

Overview: The applicant is requesting a conditional use permit to renovate a vacant commercial building into a single-family residence. Historically, the subject property was utilized as an antique shop until said use stopped in 2018. From 2018-2022, the subject property was solely used for the storage of antique products. Following the purchase of the subject property by the applicant, the request is to convert the existing building into a residence. The proposed one-unit dwelling will accommodate two bedrooms and one bathroom, meeting minimum occupancy requirements within Chapter 21 of the City's Revised Municipal Code.

The subject property is zoned "B-4" Commercial. Starting in the "R-5" Multiple Family II Residence District, and carrying over into all commercial zoning districts, the single-family use of a property is identified as a conditional use. Said requirement is outlined below.

Ch. 23.01(1)(g) "R-5" Multiple Family II Residence District

16) *Conditional Uses*

f) *Single-family dwellings*

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: The proposed use is consistent with the City's Comprehensive Plan and the existing surrounding uses are unlikely to be negatively impacted by this request. Single-family residential development exists to the north and southwest of the subject property, while commercial uses exist farther south along Second Street North. By providing another one-unit residence, it arguably provides more separation from the between the higher-density residential and commercial uses within the 600 block of Second Street North, and the single-family residential uses that start in the 800 block of Second Street through Interstate 39. Adequate utility and road networks exist to compliment this request.

Findings: The "B-4" Commercial District allows for one-unit dwellings as a conditional use. No improvements are proposed to the exterior of the building and to the site to service the proposed use. Staff does not believe the proposed conditional use permit with the conditions outlined above would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.

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

Analysis: One-unit dwellings are a conditional use within the "B-4" Commercial District.

Findings: Single-family residential uses surround the subject property on lots that are zoned "R-2" Single-Family Residential and "B-4" Commercial. Staff believes that this proposal would not pose a detriment to the existing residential neighborhood nearby. Additionally, the applicant owns and operates the commercial use directly to the south (i.e., Putt N Play). As the applicant also manages the adjacent commercial use, staff believes that this circumstance provides an additional safeguard to the surrounding neighborhood.

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

Analysis: The respective area is in an established and developed area of the city. The City's Comprehensive Plan identifies this area for commercial, office and multi-family residential uses.

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: The exterior of the building is not proposed to change as part of this request.

Findings: Staff believes that the existing building mirrors the appearance of a single-family home and would compliment adjacent residential uses.

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

Analysis: Utilities exist within the Second Street North Right-of-Way that will service the proposed use. New connections would be necessary within the structure due to the change in use from commercial to residential purposes. Vehicular access also exists off of Second Street North.

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 an existing driveway off of Second Street North. While this driveway does not approach an attached or detached garage, it meets minimum driveway requirements as identified within the City's Zoning Code.

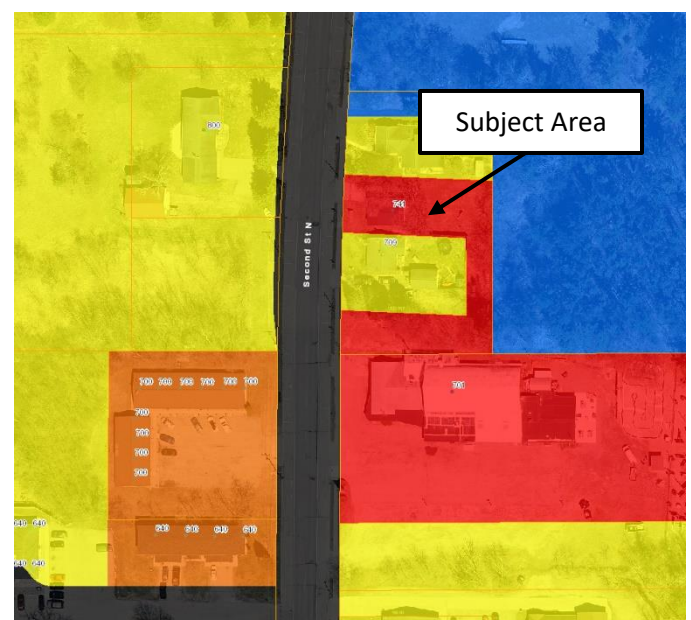
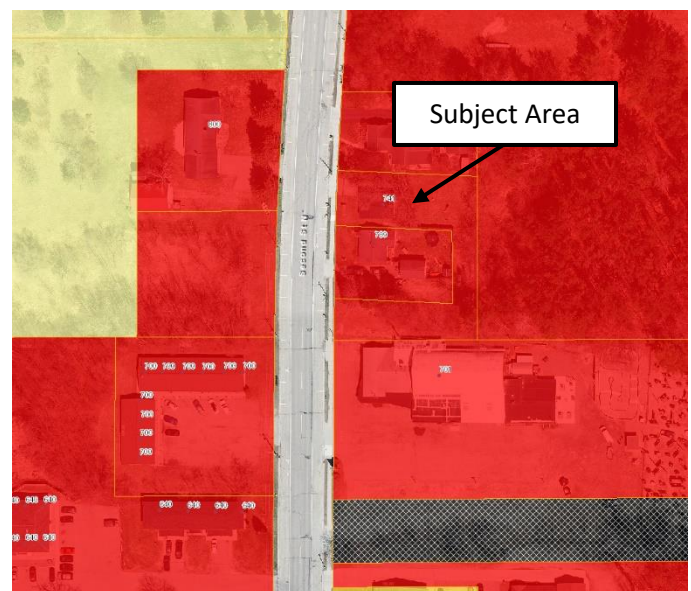
Findings: Staff believes that access is appropriate and that the proposed single-family use would not create significant issues with traffic mobility.

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 for commercial, office and multi-family residential uses. The subject property is zoned "B-4" Commercial. According to the City's Zoning Code, the "B-4"



Future Land Use



District is established “to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City’s Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access.”

Findings: Staff believes that this request meets the intent of the “B-4” District. While the proposed residential use is not of higher density as what is identified in the intent statement for the “B-4” District, it is important to acknowledge that all adjacent lots are zoned “B-4” Commercial and provides single-family residential uses. Not only would requiring a higher-density residential use provide an inappropriate transition of single-family, multi-family and commercial uses within the 700 block of Second Street North, but there likely will be limitations to multi-family development due to the size and configuration of the subject property.

The subject property is identified for commercial, office and multi-family residential uses within the City’s Future Land Use Map. Similar to the above, the adjacent single-family residential uses also have a commercial, office and multi-family residential designation. It is the applicant’s intention, following this conditional use permit review, to split the subject property and transfer the southern remnants of the property to the property located at 701 Second Street North (i.e., Putt N Play). Once a certified survey map is produced that shows this lot split, I anticipate that a request to amend the Future Land Use Map will be brought before this Commission for consideration.

- 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 convert a vacant commercial building into a single-family residence. Single-family residential uses are a conditional use within the “B-4” District.

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

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

Analysis: One residential unit is proposed to be created. The proposed use would provide a similar land use intensity within adjoining single-family homes.

Findings: The addition of one housing unit will not result in an over-concentration of high-density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective services systems of the community. This standard is met.

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

Analysis: N/A

Findings: N/A

11. Access to the site shall be safe.

Analysis: Vehicular and pedestrian access to the site is off of Second Street North.

Findings: Based on the low-intensity land use that is being proposed, 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 Second Street North Right-of-Way that services the proposed home on the property. New connections will be needed within the residence to comply with Universal Dwelling Code requirements.

Findings: As no exterior improvements are proposed as part of this request, staff believes that fire access and stormwater controls are sufficient.

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 is not proposed as part of this proposed use.

Findings: This standard is met.

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

Analysis: 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





APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications If Any				Assigned Case Manager			
Pre-Application Conference Date				Conditional Use Permit Request	Use ☐	Amend ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	SEITZ INVESTMENT PROPERTIES	Contact Name	WILL SEITZ
Address		Address	206 GOLDEN ROD DR.
City, State, Zip	SAME →	City, State, Zip	STEVENS POINT, WI, 54482
Telephone		Telephone	715-445-1900
Fax		Fax	
Email		Email	MARTY@THELAMBGSBCGLOBAL.NET ALL LOWER CASE

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	SAME	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
Legal Description of Subject Property		
741 2ND ST. N STEVENS POINT, WI, 54481		
Designated Future Land Use Category	Current Use of Property	
RENTAL	COMMERCIAL	
Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
LAND AND HOME TO BE USED AS RENTAL WANT TO LIST BY SPRING.		
How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)		

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

CANT SEE ANY NEGATIVE IMPACTS - THE WHOLE STREET ON BOTH SIDES IS FILLED WITH RENTAL HOUSES AND APT. BUILDINGS, IMMEDIATE NORTH NEIGHBOR IS A DUPLEX - WOULD BE POSITIVE I WILL FIX UP HOME NICE FOR BETTER ROADSIDE APPEARANCE.

Current Zoning Surrounding Subject Property

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

EXHIBITS

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

CERTIFICATION AND SIGNATURE

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	1-2-23		1-2-23

Administrative Staff Report

Construct a Drive-Thru Coffee Building

5707 U.S. Highway 10 East

February 6, 2023

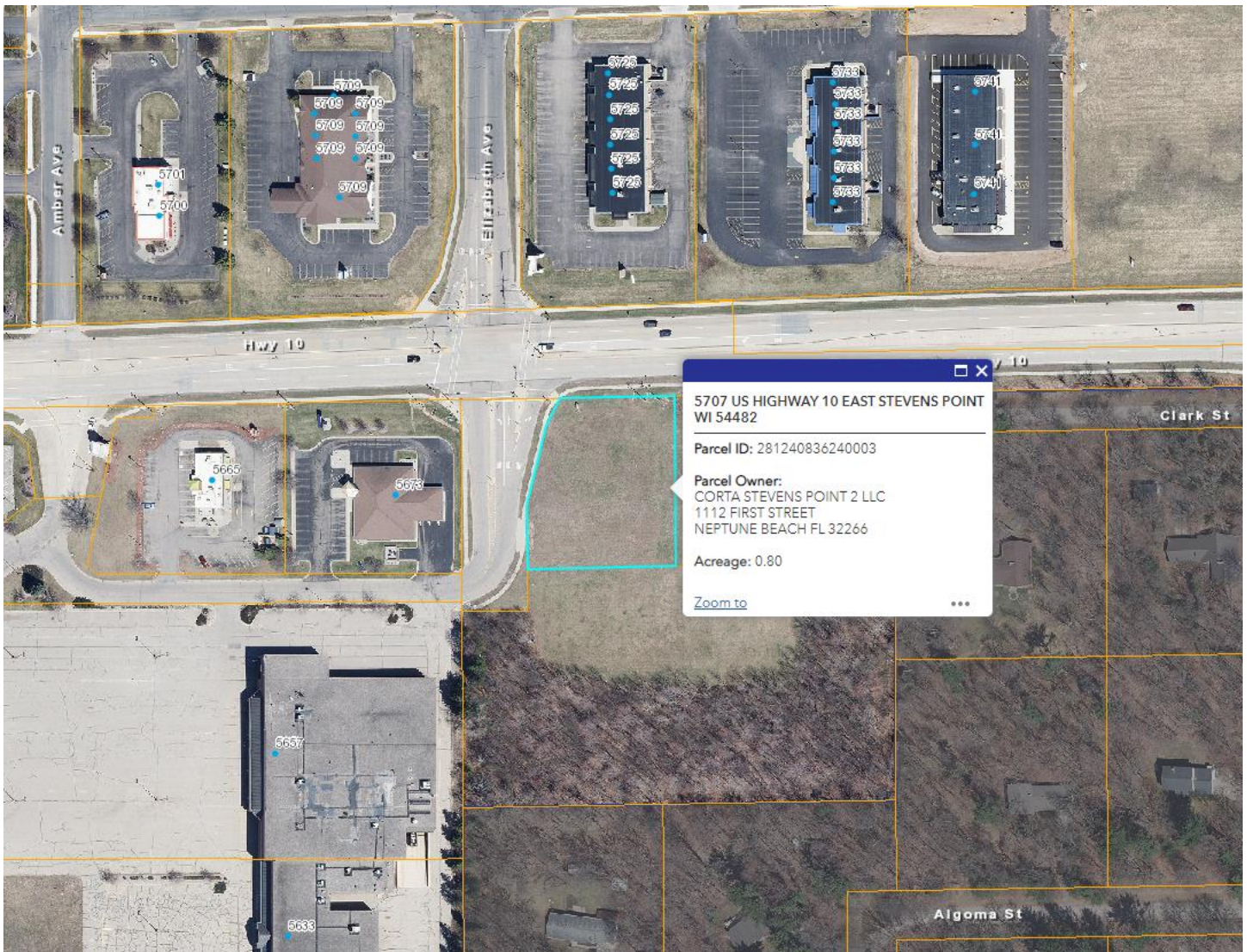


Department of Community
Development

Applicant(s): - David Pedelty, representing CORTA Stevens Point 2, LLC Staff: - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240836240003 Zone(s): "B-5" Highway Commercial Master Plan: - Commercial / Office / Multi-Family Council District: - District 7 Ald. Kneebone Lot Information: - Frontage: 356 ft. - Depth: 207 ft. - Lot Size: 35,211 sq. ft. (0.81 ac.) Current Use: - Undeveloped Applicable Regulations: 23.02(2)(e)(5)	Request - A request from David Pedelty, representing CORTA Stevens Point 2, LLC, for a Site Plan Review to construct a drive-thru coffee building on the property located at 5707 U.S. Highway 10 East (Parcel ID 281240836240003), consistent with Ch. 23.02(2)(e)(5). Attachment(s) - Application - Plans Findings of Fact - The applicant is requesting to construct a 670 square foot building on the subject property that will accommodate a planned coffee establishment. - The submitted site plan will allow for drive-thru ordering and pick-up. - Additional site enhancements include seven off-street parking spaces, a trash enclosure and signage. - 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 on the property located at 5707 U.S. Highway 10 East (Parcel ID 281240836240003), subject to the following conditions: - A turnaround shall be installed at the end of the phase one private driveway, subject to the review and approval of the City Fire Marshal. - An exterior knox box shall be installed by the main entry door, subject to the review and approval of the City Fire Marshal. - A utility easement agreement shall be recorded with the Portage County Register of Deeds Office prior to the issuance of building occupancy.
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4. A stormwater maintenance agreement between the property owner and the City shall be recorded with the Portage County Register of Deeds Office prior to the issuance of building occupancy.
5. Final details shall be submitted on proposed wall signage, subject to the review and approval of the Zoning Administrator.
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 670 square foot building that will accommodate a proposed drive-thru coffee establishment, Scooter's Coffee. Customary with other coffee chains, primary means of ordering will be by way of using a planned drive-thru lane wrapping around the proposed building. Additional site amenities include seven off-street parking spaces, a trash enclosure and a private driveway that will provide access to the subject property and the adjacent two properties to the east and south.

The subject property is zoned “B-5” Highway Commercial. According to the City’s Zoning Code, new buildings 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.

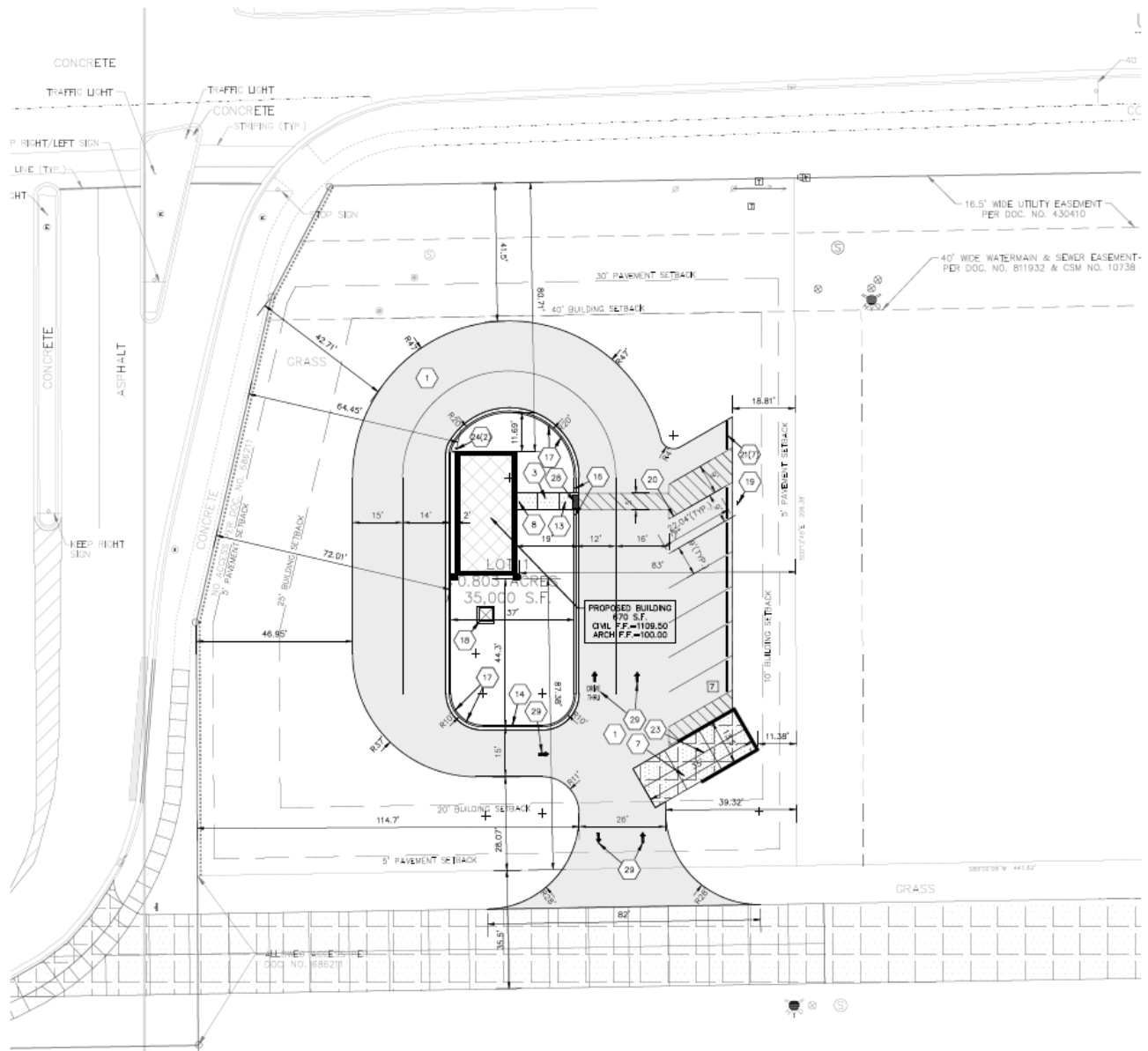
Ch. 23.02(2)(e) “B-5” Highway Commercial District

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: The setbacks that are provided significantly exceed minimum requirements for the “B-5” District.

Lot Line	B-5 Setback Requirements	Proposed Setbacks
Street	25 feet	80.71’ off of Highway 10 East;

		64.45' off of Elizabeth Avenue
Side	10 feet	83 feet
Rear	20 feet	87.37 feet

2. Density.

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

Findings: The subject property is over 35,000 square feet in size and meets density requirements.

3. Building Height.

Analysis: The peak height of the proposed building will be 19 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: Seven parking stalls are proposed, one of which is designed for van accessible use. Each parking stall will be provided a wheel stop to ensure that vehicles do not encroach on the adjacent grass and landscaping.

Findings: Staff beliefs that a sufficient amount of parking stalls are provided.

5. Access and Internal Traffic Flow.

Analysis: Primary means of access to this shopping center comes off a proposed private driveway connecting the property with Highway 10 East and Elizabeth Avenue. The proposed driveway, which will stop at the east lot line as part of a phase one development, is designed accordingly to serve the future development of adjacent lots to the east and south. As a condition of approval, a turnaround will be required at the end of the phase one private driveway project to ensure that sufficient navigability for fire truck apparatus will occur.

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

6. Utilities.

Analysis: Utilities exist within the Highway 10 East and Elizabeth Avenue Road Right-of-Ways that can service the proposal development.

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

7. Fire Hydrants.

Analysis: One fire hydrant exists along Elizabeth Avenue that can serve the proposed development. Another hydrant, located to the rear of Hobby Lobby, is off a close proximity to provide service coverage for the proposed coffee use.

Findings: The proposed building will be close enough to existing fire hydrants to provide sufficient coverage.

Site Photos





APPLICATION FOR A SITE PLAN REVIEW

(Pre-Application Conference is Required for Major and Minor Site Plan Reviews)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications (if any)				Assigned Case Manager			
Pre-Application Conference Date				Minor Site Plan	☐	Major Site Plan	☐

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	David Pedelty	Contact Name	Eric Drazkowski, P.E.
Address	PO BOX 721	Address	100 Camelot Dr
City, State, Zip	Carroll, IA 51401	City, State, Zip	Fond du Lac, WI 54935
Telephone	217-766-1560	Telephone	920-926-9800
Fax		Fax	920-926-9801
Email	davidp@bravehartdevelopment.com	Email	eric.drazkowski@excelengineer.com

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☒)		PROPERTY OWNER OF RECORD 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
28124083624003		
Legal Description of Subject Property		
Lot 1 of CSM No. 011705, recorded as document No. 892548, being a 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.		
Area of Subject Property (Acres/Sq Ft)		
0.80 acres / 35,000 SF		
Current Zoning District(s)		
Highway Commercial		

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
Highway Commercial	Undeveloped Green Space	Coffee Shop
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
Proposed drive-thru coffee shop with pickup window.		
Current Zoning Surrounding Subject Property		
North:	Highway Commerical	South: Highway Commerical
East:	Highway Commerical	West: Highway Commerical
Current Land Use Surrounding Subject Property		
North:	Hwy 10	South: Undeveloped green space
East:	Undeveloped green space	West: Elizabeth Ave

EXHIBITS

Owner Information Sheet	☒	Additional Exhibits If Any (List):
Letter to District Alderperson	☒	Stormwater submitted with overall development
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	☒	
Site Plan (designating primary, side, and service street frontages)	☒	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☒	
Street Plan with Cross-sections	☒	
Utility Plan	☒	
Landscape Plan (including any equivalent alternative landscaping requests)	☒	
Stormwater Plan	☒	
Outdoor Lighting Plan (location of fixtures, illumination levels)	☒	

CERTIFICATION AND SIGNATURE

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	1/18/2022		1/18/2022

Jan. 20, 2023

Project Narrative

Project: Proposed Coffee Shop for Hart Family Coffee
Highway 10 – Lot 1
Stevens Point, WI 54482
Excel Project No: 220118300

Hart Family Coffee is requesting city approval for a new building with associated site improvements on Lot 1. The property is zoned highway commercial (B-5) and the proposed use of a coffee shop is a permitted use in this district. The site is abutting Highway 10 to the north, Elizabeth Avenue to the west, and undeveloped highway commercial zoned property to the east and south. The existing site is currently vacant and contains 100% open space/wooded area. The area of site disturbance is 20,191 S.F. (0.46 acres). The proposed site contains 36% impervious cover and 66% open space.

Access to the site will be provided by a shared private drive to the south of the site that will connect to Elizabeth Ave. Fire department access to the site is provided per city fire department requirements. The master development improvements (Excel Project #2253720) are being submitted concurrently with the proposed coffee shop. The proposed development will drain to the master development conveyance swales that will direct runoff to the stormwater basins that fully treat the development for stormwater requirements. The building will be drained by downspouts to grade. Parking will be provided to meet City of Stevens Point code requirements. A dumpster enclosure is proposed on the south side of the site by the site access. Sanitary and water connections are proposed on the north side of the site to existing stubbed laterals from the public mains. Erosion control will be installed to meet code requirements. The construction sequence is provided on C1.2 of the proposed planset.

From: [Alex Muhl](#)
To: [Adam Kuhn](#); [District 7](#)
Cc: [Lisa Van Handel](#)
Subject: [External] 5707 US HWY 10 Development
Date: Monday, January 16, 2023 11:13:10 AM
Attachments: [image001.png](#)
[2253720c-1_1.pdf](#)
[220118300c-1_1.pdf](#)

Hello Mary,

Sending this email to satisfy the city's requirement for notifying the local Alderperson. Attached are preliminary site plans for work being done at 5707 US HWY 10 (just east of the redevelopments submitted in the past few months).

Development of the overall lot includes extension of utilities, stormwater management of the entire lot, and construction of a driveway to serve future tenants on the three individual lots. The development of lot 1 (northwest corner) is a proposed coffee shop.

We will copy you on the formal submittal to the city later this week. Feel free to reach out with any questions.

Thank you,

Alex Muhl

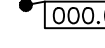
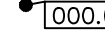
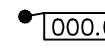
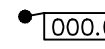
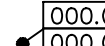
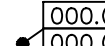
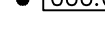
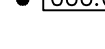
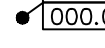
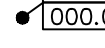
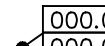
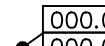
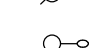
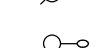
Designer 1



Excel Engineering
100 Camelot Drive
Fond du Lac, WI 54935
920-926-3226 Direct
www.excelengineer.com

CIVIL SHEET INDEX

SHEET	SHEET TITLE
C0.1	CIVIL COVER AND SPECIFICATION SHEET
C1.0	EXISTING SITE AND DEMOLITION PLAN
C1.1	SITE PLAN
C1.2	GRADING AND EROSION CONTROL PLAN
C1.3	UTILITY PLAN
C1.4	LANDSCAPE AND RESTORATION PLAN
C2.0	DETAILS
C3.1	SITE PHOTOMETRIC PLAN & DETAILS

	PROPOSED SPOT ELEVATIONS (FLOW LINE OF CURB UNLESS OTHERWISE SPECIFIED)	
	EXISTING GRADE SPOT ELEVATIONS	
	PROPOSED SPOT ELEVATIONS (REFERENCE R-WALL DETAIL)	
	BG—FINISHED SURFACE GRADE AT BACK OF WALL FG—FINISHED SURFACE GRADE AT FRONT OF WALL	
	PROPOSED SPOT ELEVATIONS (TOP OF CURB, FLOWLINE OF CURB)	
		
	PROPOSED SPOT ELEVATIONS (TOP OF WALK, BOTTOM OF WALK @ FLOWLINE)	
		
	EXISTING WATER VALVE IN BOX	
	PROPOSED WATER VALVE IN BOX	
	EXISTING WATER VALVE IN MANHOLE	
	EXISTING WATER SERVICE VALVE	
	EXISTING TELEPHONE MANHOLE	
	EXISTING STORM CATCH BASIN	
	PROPOSED STORM CATCH BASIN — ST CB	
	PROPOSED STORM FIELD INLET — ST FI	
	EXISTING SQUARE CATCH BASIN	
	EXISTING STORM CURB INLET	
	PROPOSED STORM CURB INLET — ST CI	
	EXISTING UTILITY POLE	
	EXISTING UTILITY POLE WITH GUY WIRE	
	EXISTING STREET LIGHT	
	EXISTING TELEPHONE PEDESTAL	
	EXISTING ELECTRIC PEDESTAL	
	EXISTING ELECTRIC BOX	
	EXISTING CABLE TV PEDESTAL	
	PROPOSED DRAINAGE FLOW	
	1-1/4" REBAR SET WEIGHING 4.30 LB/FT.	
	3/4" REBAR SET WEIGHING 1.50 LB/FT.	
	1-1/4" REBAR FOUND	
	3/4" REBAR FOUND	
	2" IRON PIPE FOUND	
	1" IRON PIPE FOUND	
	EXISTING FLOOD LIGHT	
	SECTION CORNER	
	PROPOSED APRON END SECTION	
	EXISTING MARSH AREA	
	EXISTING DECIDUOUS TREE WITH TRUNK DIAMETER	
	EROSION MATTING	
	PROPOSED INLET PROTECTION	

EXISTING CONIFEROUS TREE

EXISTING SHRUB

EXISTING STUMP

SOIL BORING

EXISTING WELL

PROPOSED WELL

PROPOSED LIGHT POLE

EXISTING LIGHT POLE

PROPOSED SIGN

EXISTING SIGN

CENTER LINE

EXISTING HANDICAP PARKING STALL

PROPOSED HANDICAP PARKING STALL

EXISTING GAS VALVE

EXISTING WOODED AREA

EXISTING HEDGE

EXISTING CHAINLINK FENCE

EXISTING WOOD FENCE

EXISTING BARBED WIRE FENCE

PROPOSED PROPERTY LINE

EXISTING GUARD RAIL

EXISTING STORM SEWER AND MANHOLE

PROPOSED STORM SEWER AND MANHOLE

EXISTING SANITARY SEWER AND MANHOLE

PROPOSED SANITARY SEWER AND MANHOLE

EXISTING WATER LINE AND HYDRANT

PROPOSED WATER LINE AND HYDRANT

EXISTING OVERHEAD UTILITY LINE

EXISTING UNDERGROUND FIBER OPTIC

EXISTING UNDERGROUND ELECTRIC CABLE

EXISTING UNDERGROUND TELEPHONE

EXISTING UNDERGROUND GAS LINE

PROPOSED CURB AND GUTTER

EXISTING CURB AND GUTTER

GRADING/SEEDING LIMITS

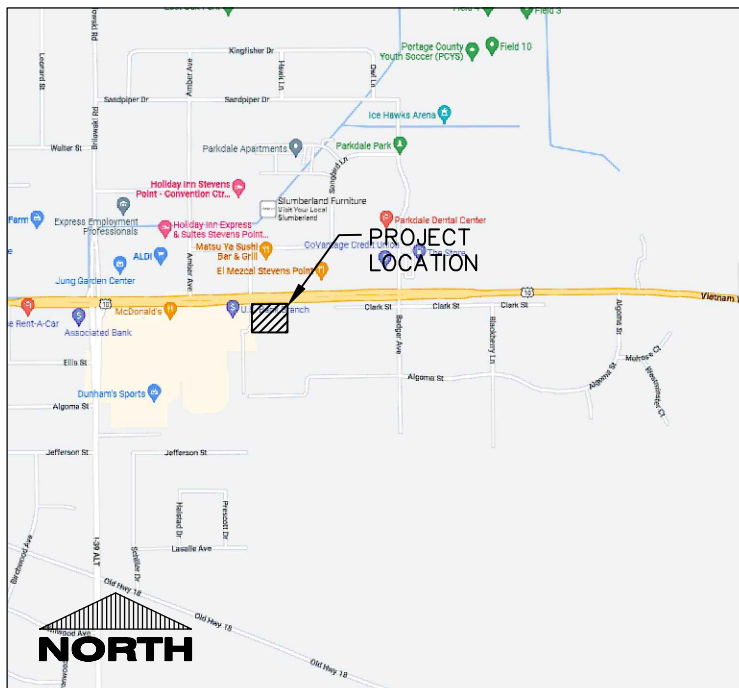
RIGHT-OF-WAY LINE

INTERIOR PROPERTY LINE

RAILROAD TRACKS

EXISTING GROUND CONTOUR

PROPOSED GROUND CONTOUR



DIVISION 31: EARTH WORK

- 31 10 00 SITE CLEARING (DEMOLITION)
 - 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 SITE DEMOLITION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN FIELD AND CONDUCT PRIVATE PARTY TO CONSTRUCTION.
 - CONTRACTOR TO FILL IN EXISTING SANITARY AND STORM LATERALS THAT ARE SCHEDULED TO BE REMOVED OR CONNECTED TO NEW SITE AT TIME OF DEMOLITION. THE DEMOLITION SHALL BE COMPLETED TO ENSURE THE EXISTING LATERALS ARE FREE OF OBSTRUCTIONS AND IN SOUND STRUCTURAL CONDITION. TIEBACKS 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 TIEBACKING.
 - DEMOLITION PLANS AN APPROXIMATE QUANTITY OF DEBRIS TO PLACE ON SITE. CONTRACTOR TO FILL VERY EXISTING SITE CONDITIONS PRIOR TO BIDDING. CONTRACTOR SHALL REMOVE, REPAIR, 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 CONC RETE NOT TO BE REMOVED SHALL BE REMOVED TO THE NEAREST JOINT POINT.

31 20 00 EARTH MOVING

[illegible]

31 30 00 EROSION CONT

[illegible]

DIVISION 32 EXTERIOR IMPROVEMENTS

32 TO 100 AGGREGATE BASE & ASPHALT PAVEMENT

CONTRACTOR TO PROVIDE COMPACT 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 BELOW 404 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. PROVIDE STANDARD REVISION REPORT FOR RECOMMENDATIONS FOR GEO-GEO (GEO/TEXTILE) REINFORCEMENT (IF APPLICABLE). CONTRACTOR TO PROVIDE AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT TYPES AND DEPTHS AS INDICATED BELOW.

STANDARD ASPHALT PAVING SECTION

1" 1/2" SURFACE COURSE (15.1 LB-285B)
WSDOT 455.2.5 TOP COAT (STAGED PAVING)
8" BINDER COURSE (4.1 LB-350)
10" OF 1" 1/4" CRUSHED AGGREGATE

CONTRACTOR TO COMPACT THE AGGREGATE BASE 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 0.05" OF DESIGN SURFACE GRADE, WITH POSITIVE DRAINAGE BEING MAINTAINED IN ACCORDANCE WITH DESIGN PLANS. A MINIMUM OF 1.0% SLOPE SHALL BE MAINTAINED ON ALL ASPHALT PAVEMENT AREA.

C. CONTRACTOR SHALL PROVIDE THE MOST DURABLE AND MOST STRENGTH REQUIREMENTS OF GEOTECHNICAL REPORT ON CONSTRUCTION DOCUMENTS.

D. CONTRACTOR TO PROVIDE 4" WIDE WHITE PAINT STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. WHITE PAINT MARKINGS SHALL ALSO BE PROVIDED FOR: ACCESSIBLE SIGNAGE, TRAFFIC ARROWS,

32 20 00 CONCRETE AND AGGREGATE BASE

A. CONTRACTOR TO PROVIDE CRUSHED AGGREGATE BASE AND CONCRETE WHERE INDICATED ON THE PLANS.

B. 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.

C. DESIGN AND CONSTRUCTION OF ALL CAST-IN-PLACE EXTERIOR CONCRETE FLAT WORK SHALL CONFORM TO ACT 330R-08 & ACT 318-08.

D. 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:

1. SIDEWALK CONCRETE: 4" OF CONCRETE OVER 4" OF 34" CRUSHED AGGREGATE BASE. CONCRETE SHALL CONSIST OF 1/8" WIDE BY 1" DEEP TOOLED JOINT LINE INDICATING JOINTS TO PLANS.

2. CURB CONCRETE: 4" OF CONCRETE OVER 4" OF 34" CRUSHED AGGREGATE BASE. CONCRETE SHALL CONSIST OF 1/8" WIDE BY 1" DEEP TOOLED JOINT LINE INDICATING JOINTS TO PLANS.

3. "C" CURB: SHALL BE STEEL REINFORCED WITH 4# BARS SPACED 12" ON CENTER AND PLACED IN THE UPPER 1/3 TO 1/2 OF THE SLAB.

4. "T" BARS AT ALL CONCRECTION JOINTS OF THE CONCRETE. "T" BARS SHALL BE #4 REBAR 30" LONG PLACED AT 30" C.

5. DUMPTER PAD CONCRETE JOINTING SHALL BE AS FOLLOWS:

1. CONTRACTION SAWCUT JOINT - CONTRACTOR SHALL PROVIDE A SAWCUT JOINT AT MAXIMUM SPACING OF 15' ON CENTER. SAWCUT SHALL BE 2" IN DEPTH.

2. TYPICAL POUR CONTROL JOINT - POUR CONTROL JOINT SHALL BE PROVIDED WITH 1-1/4" DIAMETER BY 20' LONG CENTER. PAVEMENT SHALL BE 2" IN DEPTH.

3. ONE HALF OF THE DOWEL SHALL BE GROUND. GREENSTEAK 9"

E. 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 CONCRETE FLAT WORK.

4. SLUMP SHALL BE 2-5" OR FOR NON-SUP-FORMED CURB AND GUTTER.

5. SLUMP SHALL BE BETWEEN 1-3" TO FOR NON-SUP-FORMED CURB AND GUTTER.

ALL EXTERIOR CONCRETE SHALL BE ENRICHED WITH 4% TO 7% AIR CONTENT. NO OTHER ADMIXTURES SHALL BE USED WITHOUT APPROVAL OF AGENCY ENGINEER. IN CALIFORNIA CHLORIDE SHALL NOT BE USED.

F. VERIFY EQUIPMENT CONCRETE PAD SIZES WITH RESPECTIVE CONTRACTORS. PADS SHALL HAVE FIBERFLEX 500 FIBERS AT RATE OF 5.0 LBS/CY. OF 6" X 6" W/1 X 1/4" WELDED WIRE MESH WITH MINIMUM 1" INCH COVER.

G. ALL CONCRETE SHALL BE CURED WITH 1" THICK CHANGES UNLESS OTHERWISE NOTED.

H. ALL CONCRETE FLAT WORK SURFACES AND CONCRETE CURB FLOWLINES SHALL BE CONSTRUCTED TO WITHIN 0.05" OF DESIGN SURFACE AND FLOWLINE GRADUES ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH

H. CONCRETE FLAT WORK SHALL HAVE CONSTRUCTION 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 IF NEEDED. 1" CONCRETE ADJACENT TO SAWCUTS TO CONCRETE CURB, JOINTING IN THE PAVEMENT AND CURB JOINTING SHALL BE PLACED 1/8" TO 1/4" INCHES FROM THE JOINT. CHANGES UNLESS OTHERWISE NOTED.

I. ALL CONCRETE FLAT WORK SHALL 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

J. 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 1/2" IN ALL OTHER LOCATIONS. ALL REINFORCING SHALL BE LAPPED 36 DIAMETERS FOR 10# REBAR, 48 DIAMETERS FOR 12# TO 14# BAR OR AS NOTED ON THE DRAWINGS AND EXTENDING AROUND ALL BARS. BARS SHALL BE LAPPED WITH 12" MINIMUM OVERLAP. A UNIFORM COAT OF A HIGH SOLIDS CURING COMPOUND MEETING ASTM C130 SHALL BE APPLIED TO ALL LAPJOINT CONCRETE. REINFORCEMENT SHALL NOT BE PAINTED AND MUST BE FREE OF GREASE/OIL. DIRT OR DUST MUST BE WASHED OFF THE JOINT. ALL WELDED WIRE FABRIC SHALL MEET THE REQUIREMENTS OF ASTM A185. WELDED WIRE FABRIC SHALL BE PLACED 2" FROM

K. 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 ASTM C158.1. CONTRACTOR SHALL SUBMIT TEST REPORTS TO THE AGENCY FOR EACH DAY OF POUR OF EACH CONCRETE MIX INDICATING 5 CY TO 10 CY, PLUS ONE SET FOR EACH ADDITIONAL 50 CY. OR FRACTION THEREOF. PERFORM COMPRESSION STRENGTH TESTS ACCORDING TO ASTM C39. TEST TWO SPECIMENS AT 7 DAYS AND TWO SPECIMENS AT 28 DAYS. PERFORM SLUMP TESTS ACCORDING TO ASTM C143. PROVIDE ONE TEST AT POINT OF PLACEMENT FOR EACH CONCRETE SAMPLE, BUT NOT LESS THAN ONE TEST FOR EACH DAY OF POUR OF EACH CONCRETE MIX. PERFORM ADDITIONAL TESTS WHENEVER THE CONTRACTOR DEEMES APPROPRIATE.

L. PROTECT FRESHLY PLACED CONCRETE FROM PREMATURE DRYING AND EXCESSIVE COOL OR HOT TEMPERATURES. IN HOT, DRY, AND WINDY WEATHER, APPLY AN EVAPORATION CONTROL MEMBRANE ACCORDING TO MANUFACTURER'S INSTRUCTIONS TO PREVENT CRACKING DUE TO PLACEMENT, CURE, OR WEATHERING. LIMIT MAXIMUM WATER-CEMENT/RATIO OF CONCRETE EXPOSED TO FREEZING AND DICKING SALS TO 0.45.

M. TEST RESULTS WILL BE REPORTED IN WRITING TO THE DESIGN ENGINEER, READY MIX PRODUCER, AND CONTRACTOR WITHIN 24 HOURS AFTER TESTS. REPORTS OF COMPRESSION STRENGTH AND SLUMP SHALL CONTAIN THE PROJECT NAME, CONTRACTOR, TESTING AGENCY, NAME OF CONTRACTING PARTY, SPECIFIC CONCRETE TYPE AND CLASS, LOCATION OF CONCRETE BATCH IN STRUCTURE, DESIGN COMPRESSION STRENGTH, AND TEST DATE.

N. CONCRETE MIX PROPORTIONS AND MATERIALS, COMPRESSIVE BREAKING STRENGTH, AND TYPE OF BEAR FOR BOTH 7-DAY AND 28-DAY TESTS.

O. CONTRACTOR SHALL PROVIDE A WHITE PANTY STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. WHITE PANTY STRIPING MARKINGS SHALL ALSO BE PROVIDED FOR H.C. ACCESS SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGES.

32 30 00 LANDSCAPING AND SITE STAB

[illegible]

DIVISION 33 UTILITIES

[illegible]

Table A: Allowable Pipe Material Schedule

Utility	Material	Pipe Code	Fitting Code	Joint Code
Water Lateral	C901 PE	AWWA C901/C906	ASTM D2609, ASTM D2683, ASTM D3261	Heat fusion: ASTM D2657
Sanitary Sewer	SDR 35 PVC	ASTM D1785, ASTM D2665, ASTM D3034, ASTM F891	ASTM F1336	Push On: ASTM D3212 for Tightness Elastomeric Gasket: ASTM F477

CONTACTS

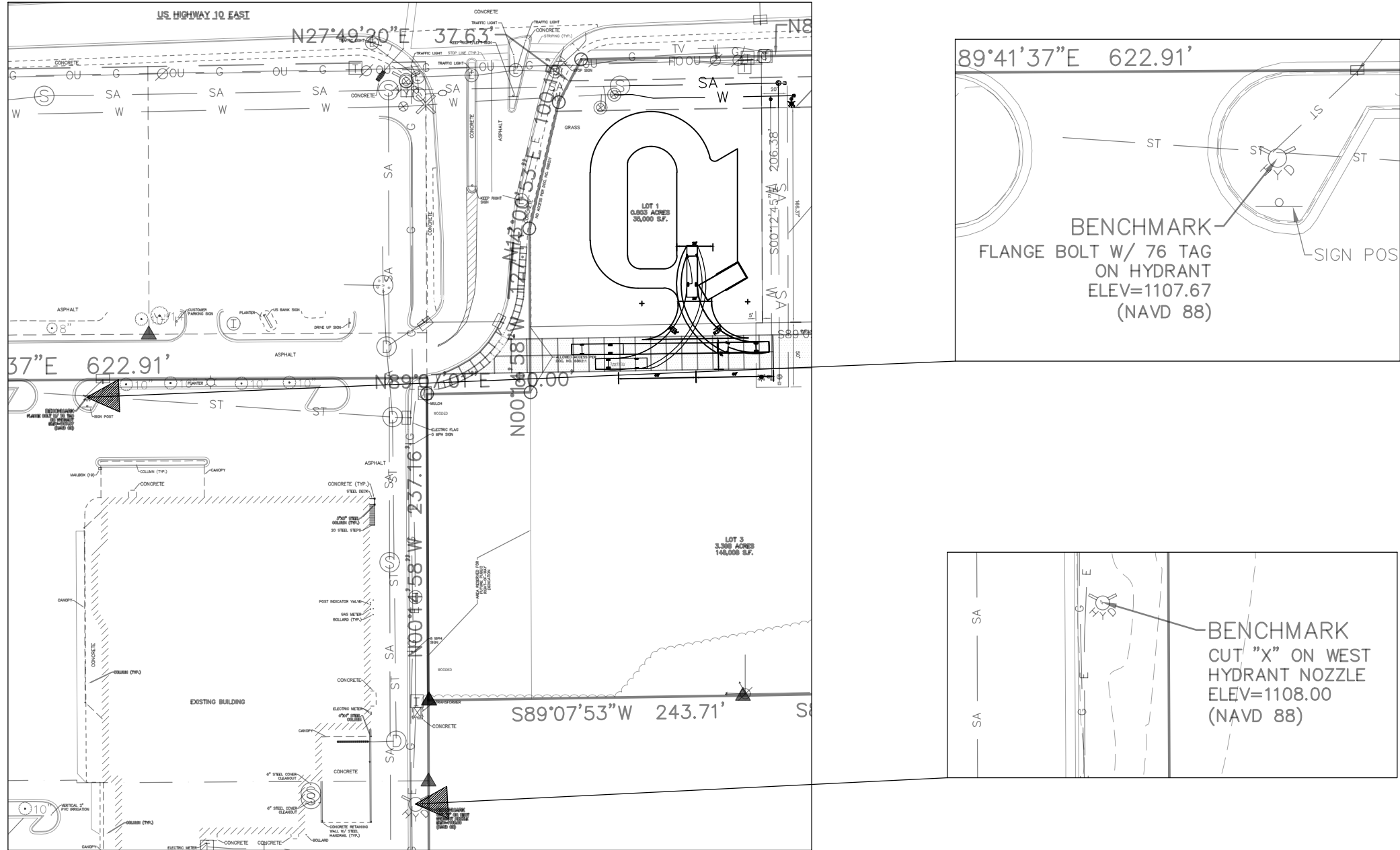
OWNER
HART FAMILY COFFEE, LLC
P.O. BOX 721
CARROLL, IA 51401
CONTACT: DAVID PEDELTY
P: (217) 766-1560
davidp@bravehartdevelopment.com

CIVIL
EXCEL ENGINEERING
100 CAMELOT DRIVE
FOND DU LAC, WISCONSIN 54935
CONTACT: ERIC DRAZKOWSKI, P.E.
P: (920) 926-9800
F: (920) 926-9801
eric.drazkowski@excelengineer.com

CIVIL COVER AND SPECIFICATION SHEET

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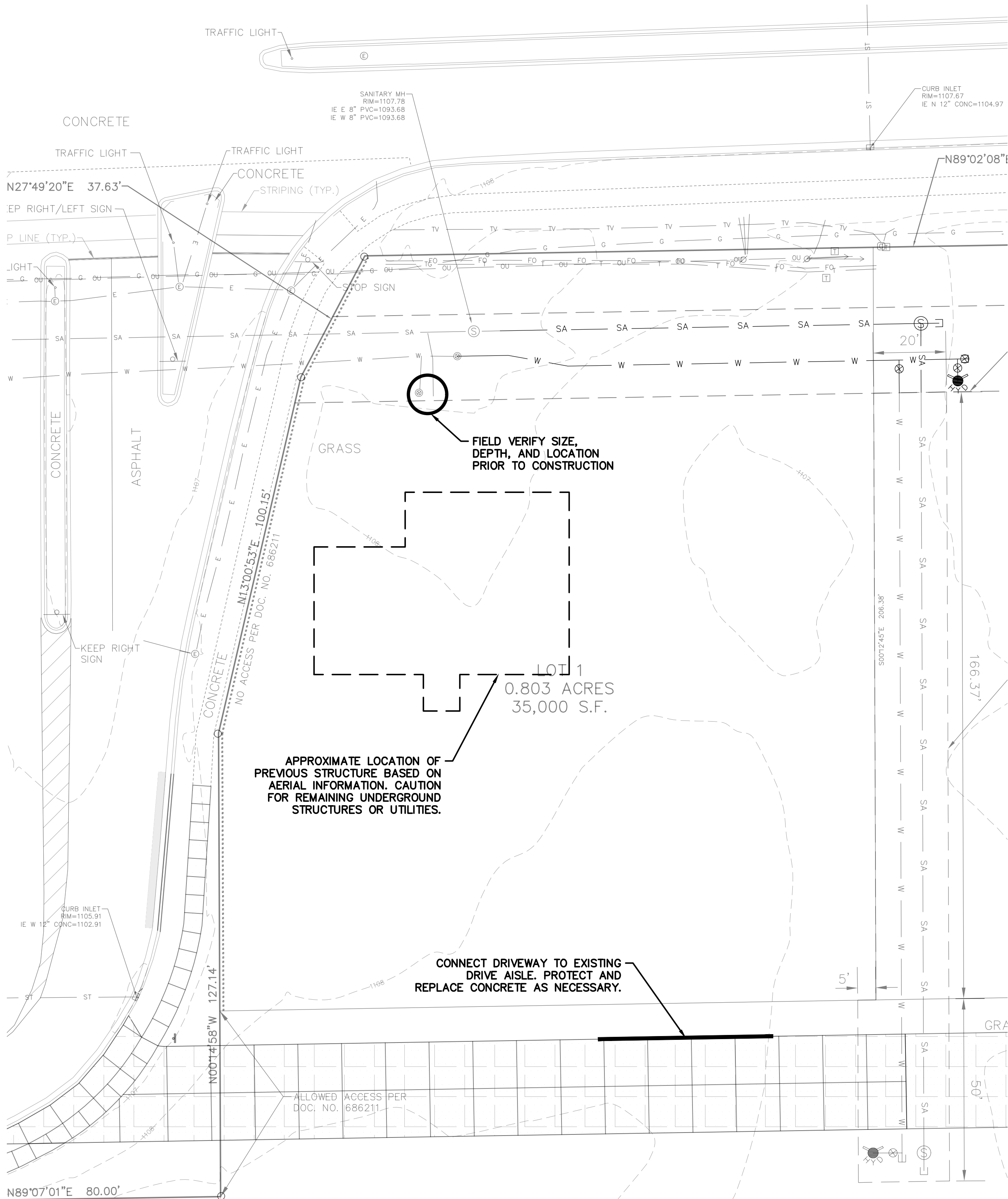
SITE BENCHMARK KEY:



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

NOTE:
SURFACE INDICATIONS OF UTILITIES ALONG WITH DIGGER'S HOTLINE MARKINGS ON THE SURVEYED PARCEL HAVE BEEN SHOWN. SIZES AND ELEVATION OF UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON FIELD MEASUREMENTS OF VISIBLE STRUCTURES IN COMBINATION WITH AVAILABLE DATA PROVIDED TO EXCEL ENGINEERING. EXCEL ENGINEERING MAKES NO GUARANTEE THAT ALL THE EXISTING UTILITIES IN THE SURVEYED AREA HAVE BEEN SHOWN NOR THAT THEY ARE IN THE EXACT LOCATION INDICATED. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES CRITICAL TO CONSTRUCTION.

NOTE:
PROPERTY LINES AND EASEMENTS SHOWN ON THIS PLAN WERE DRAFTED FROM INFORMATION CONTAINED IN TITLE COMMITMENT FILE NO. NCS-1120650-ATL BY FIRST AMERICAN TITLE INSURANCE COMPANY, DATED APRIL 1, 2022 AND IN TITLE COMMITMENT FILE NO. NCS-1120652-ATL BY FIRST AMERICAN TITLE INSURANCE COMPANY, DATED APRIL 13, 2022.



CIVIL EXISTING SITE AND DEMOLITION PLAN

EXCEL
Always a Better Plan

100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

PROPOSED BUILDING FOR:
SCOOTER'S COFFEE
5707 US HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE FEB. 1, 2023

REVISIONS

JOB NUMBER

220118300

SHEET NUMBER

C1.0

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

SITE INFORMATION:

PROPERTY AREA: 35,000 S.F. (0.80 ACRES).

EXISTING ZONING: HIGHWAY COMMERCIAL

PROPOSED ZONING: HIGHWAY COMMERCIAL

PROPOSED USE: COFFEE SHOP

AREA OF SITE DISTURBANCE: 20,191 S.F. (0.46 ACRES)

SETBACKS: BUILDING: HWY 10 = 40'
STREET = 25'
SIDE = 10'
REAR = 20'

PAVEMENT: HWY 10 = 30'
STREET = 5'
SIDE = 5'
REAR = 5'

PROPOSED BUILDING HEIGHT: 19' (MAX. HEIGHT ALLOWED: 143.5')

PARKING REQUIRED: 1 STALLS PER 100 S.F. (7 STALLS REQ.)

PARKING PROVIDED: 7 STALLS (1 H.C. ACCESSIBLE)

HANDICAP STALLS REQUIRED: 1, HANDICAP STALL PROVIDED: 1

EXISTING SITE DATA

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	0.80	35,000	
BUILDING FLOOR AREA	0.00	0	0.0%
PAVEMENT (ASP. & CONC.)	0.00	0	0.0%
TOTAL IMPERVIOUS	0.00	0	0.0%
LANDSCAPE/ OPEN SPACE	0.80	35,000	100.0%

PROPOSED SITE DATA

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	0.80	35,000	
BUILDING FLOOR AREA	0.02	670	1.9%
PAVEMENT (ASP. & CONC.)	0.27	11,867	33.9%
TOTAL IMPERVIOUS	0.29	12,537	35.8%
LANDSCAPE/ OPEN SPACE	0.52	22,463	64.2%

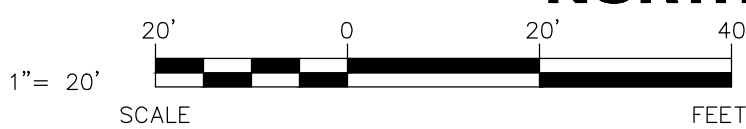
SITE PLAN KEYNOTES

- 1 STANDARD ASPHALT SECTION (TYP.)
- 3 CONCRETE SIDEWALK (TYP.)
- 7 DUMPSTER PAD/APRON CONCRETE (TYP.)
- 8 CONCRETE STOOP (TYP.) SEE ARCH. PLANS FOR DETAILS.
- 13 ADA CURB RAMP (TYP.)
- 14 18" CURB & GUTTER (TYP.)
- 16 CURB TAPER (TYP.)
- 17 CURB CUT (TYP.)
- 18 CONCRETE TRANSFORMER PAD BY UTILITY SUPPLIER (CONTRACTOR TO VERIFY FINAL LOCATION & DESIGN PRIOR TO CONSTRUCTION)
- 19 HANDICAP SIGN (TYP.)
- 20 HANDICAP STALL & STRIPING PER STATE CODES.
- 21 PRECAST CONCRETE WHEEL STOP (TYP.)
- 22 MONUMENT SIGN (DETAILS, FINAL LOCATION, & APPROVAL BY SIGN VENDOR)
- 23 DUMPSTER ENCLOSURE (SEE ARCH PLANS FOR DETAILS)
- 24 6" CONCRETE BOLLARDS (SEE DETAIL ON ARCH. PLAN)
- 28 DETECTABLE WARNING PLATE
- 29 TRAFFIC FLOW ARROWS. COLOR TO MATCH PARKING STALL STRIPING.

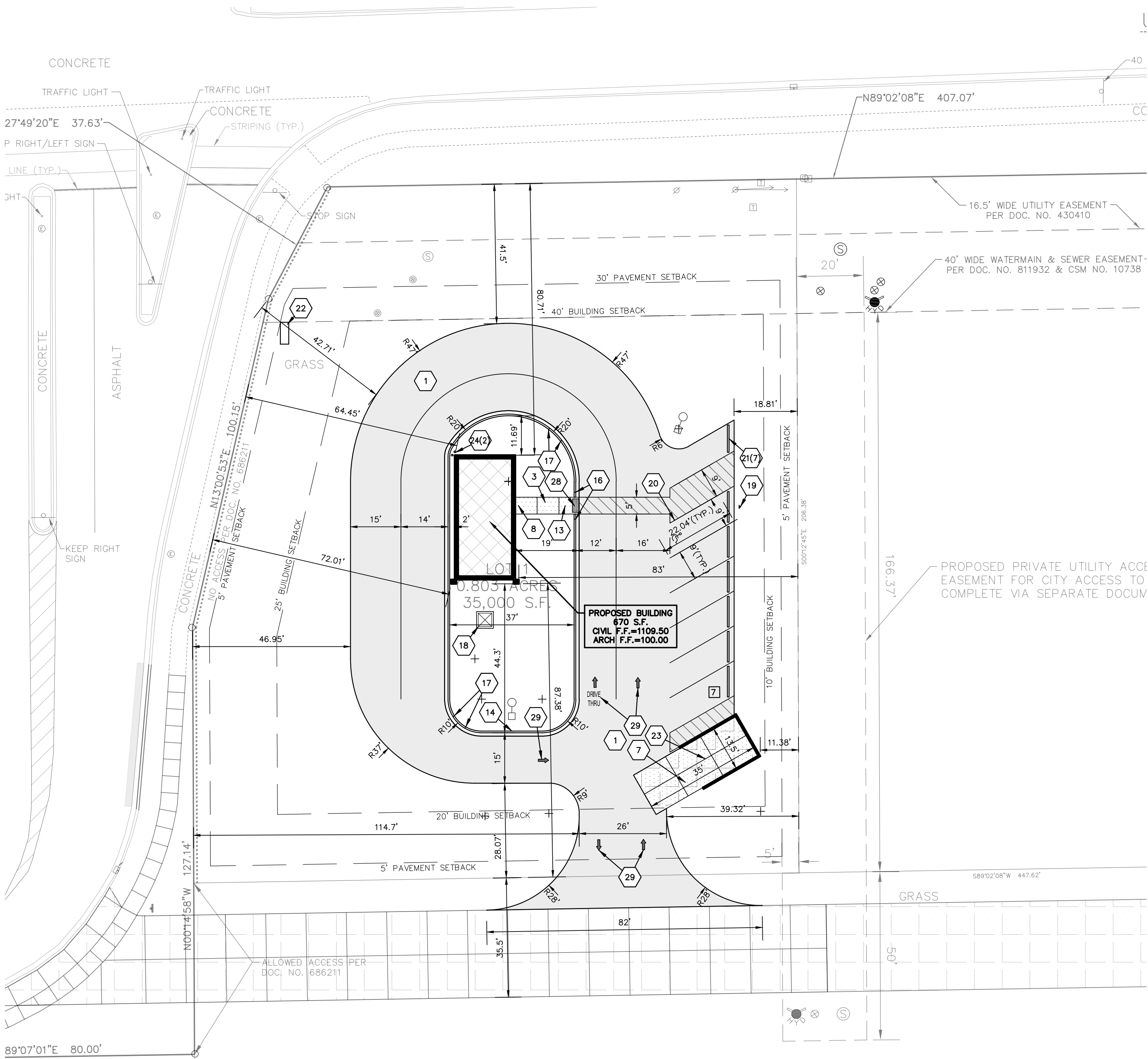
(X(X) IDENTIFICATION: KEYNOTE ITEM(QUANTITY) - IF NO () = QUANTITY IS 1

PAVEMENT HATCH KEY:

- STANDARD ASPHALT
- SIDEWALK CONCRETE
- DUMPSTER PAD CONCRETE



CIVIL SITE PLAN



PROJECT INFORMATION

PROPOSED BUILDING FOR:
SCOOTER'S COFFEE
5707 US HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE FEB. 1, 2023

REVISIONS

JOB NUMBER

220118300

SHEET NUMBER

C1.1

CONSTRUCTION SEQUENCE	
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 DETENTION BASINS ARE IN PLACE BEFORE CONSTRUCTION CAN BEGIN.
	4. PLACE ALL SILT FENCE AND INLET PROTECTION.
	5. CONSTRUCT TRACKING STONE ENTRANCES AND ANY TEMPORARY CONSTRUCTION ROADWAYS AS NEEDED.
	6. CONSTRUCT PERMANENT STORMWATER CONVEYANCE SYSTEMS.
	7. CONSTRUCT TEMPORARY SEDIMENT TRAPS, SEDIMENT BASINS, AND 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, INCLUDING FIRE LANES.
	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.
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.
SEE STORMWATER MANAGEMENT REPORT AND PLANS FOR OVERALL SITE DEVELOPMENT FOR REGIONAL POND AND EROSION CONTROL

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.

SPECIFICATION NOTE:

SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

NOTES:

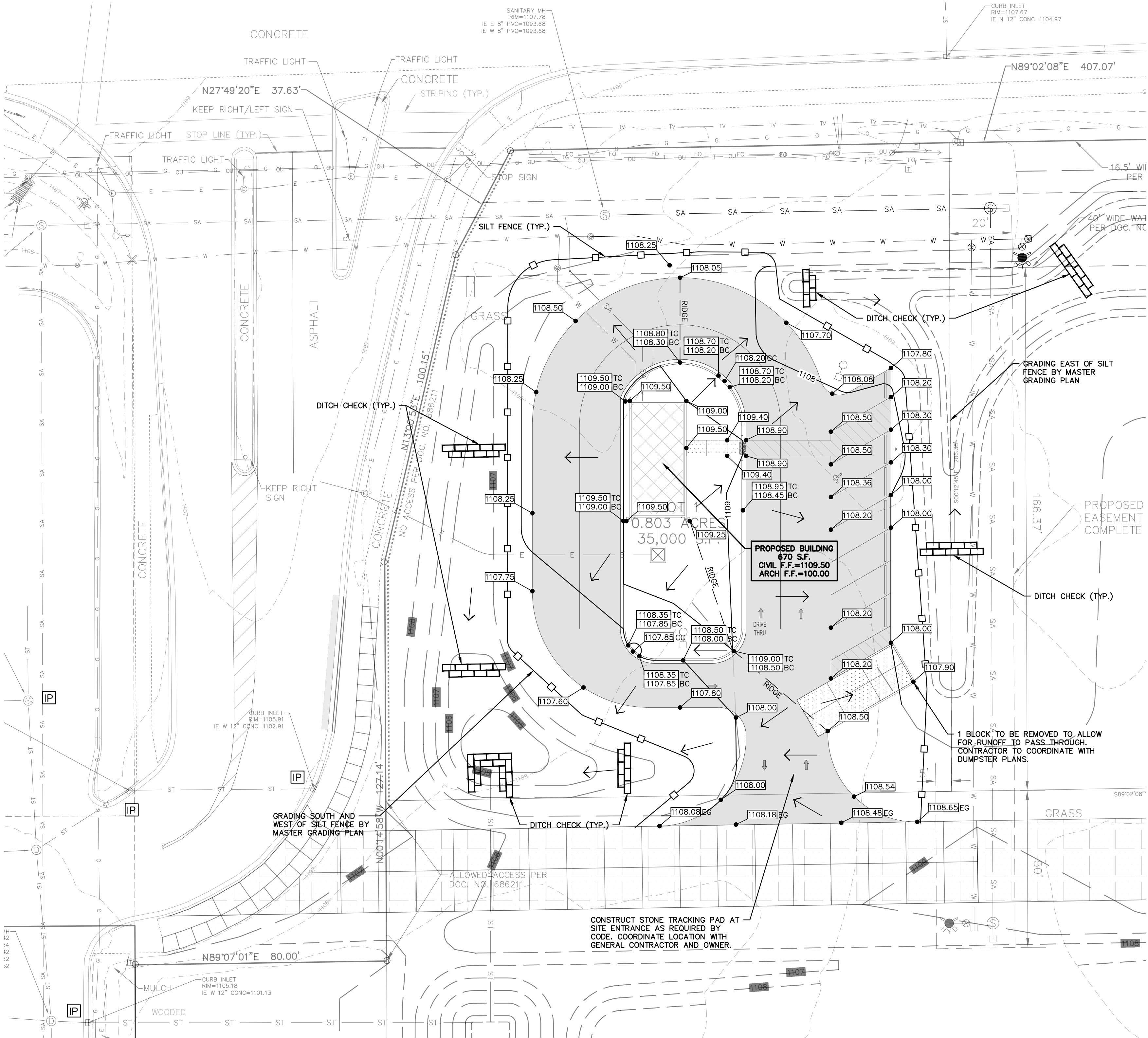
- HANDICAP STALL AND ACCESS AISLES SHALL NOT EXCEED A SLOPE OF 1.50% IN ANY DIRECTION. HANDICAP STALL & ACCESS AISLES SHALL CONFORM TO ADA REQUIREMENTS (CURRENT EDITION)
- ALL SIDEWALKS SHALL NOT EXCEED A MAXIMUM CROSS SLOPE OF 1.50% AND RUNNING SLOPE OF 4.50% UNLESS OTHERWISE SPECIFIED.

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.

Itemized cost of Erosion Control/SWM:

Inlet Protection = \$250 ea. x 4 = \$1,000
Silt Fence= \$1 per LF x 490' = \$490
Ditch Check = \$250 ea. x 6 = \$1,500
Tracking Pad \$1,000 ea. x 1 = \$1,000
Total Erosion Control Cost Estimate = \$3,990



PROPOSED BUILDING FOR:

SCOOTER'S COFFEE

5707 US HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

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JOB NUMBER

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SHEET NUMBER

C1.2

CIVIL GRADING AND EROSION CONTROL PLAN



Always a Better Plan

100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

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JOB NUMBER

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SHEET NUMBER

C1.3

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

DOWNSPOUT NOTE:

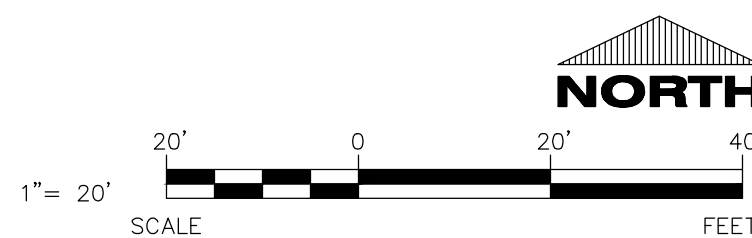
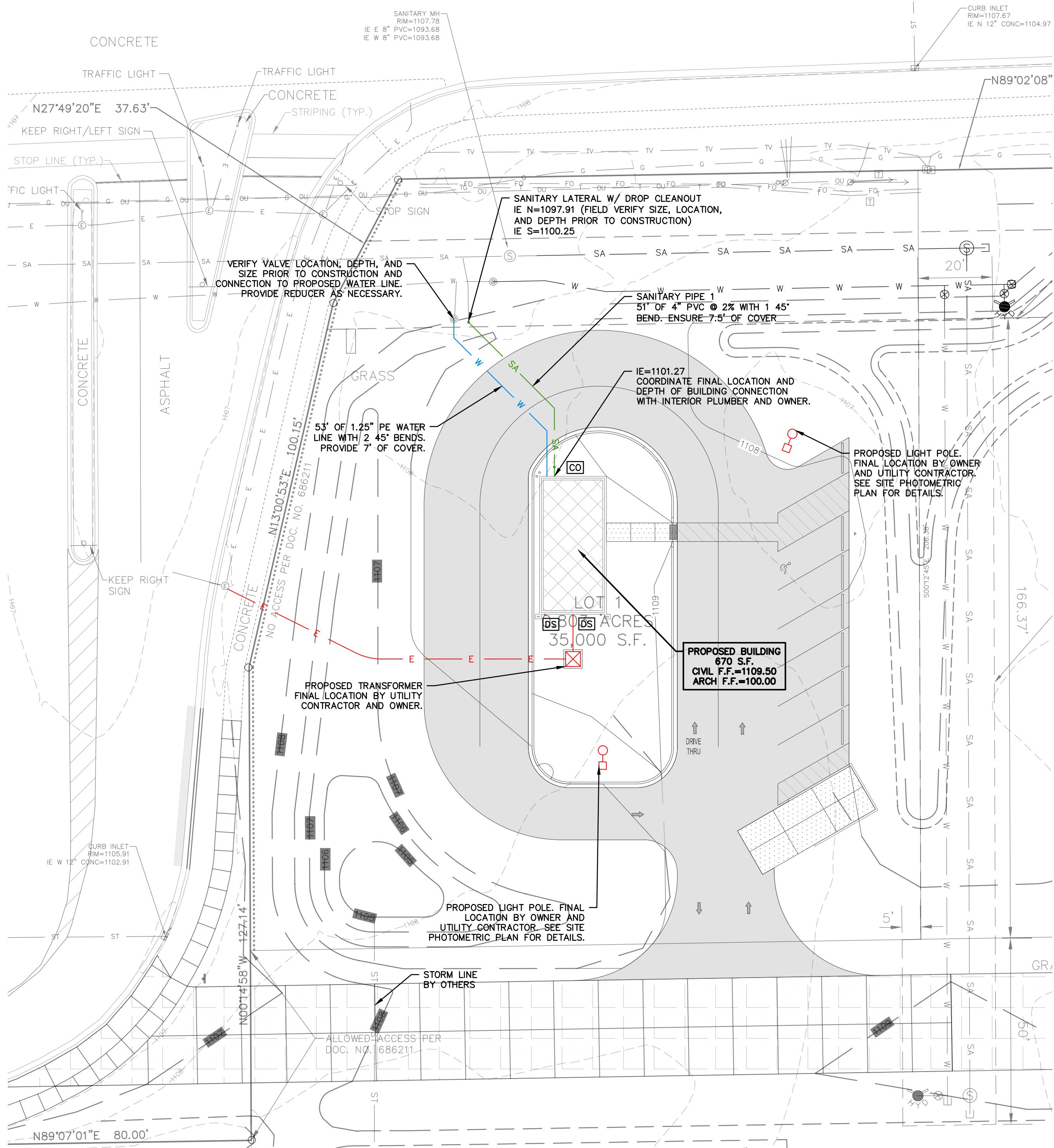
DS

= 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.

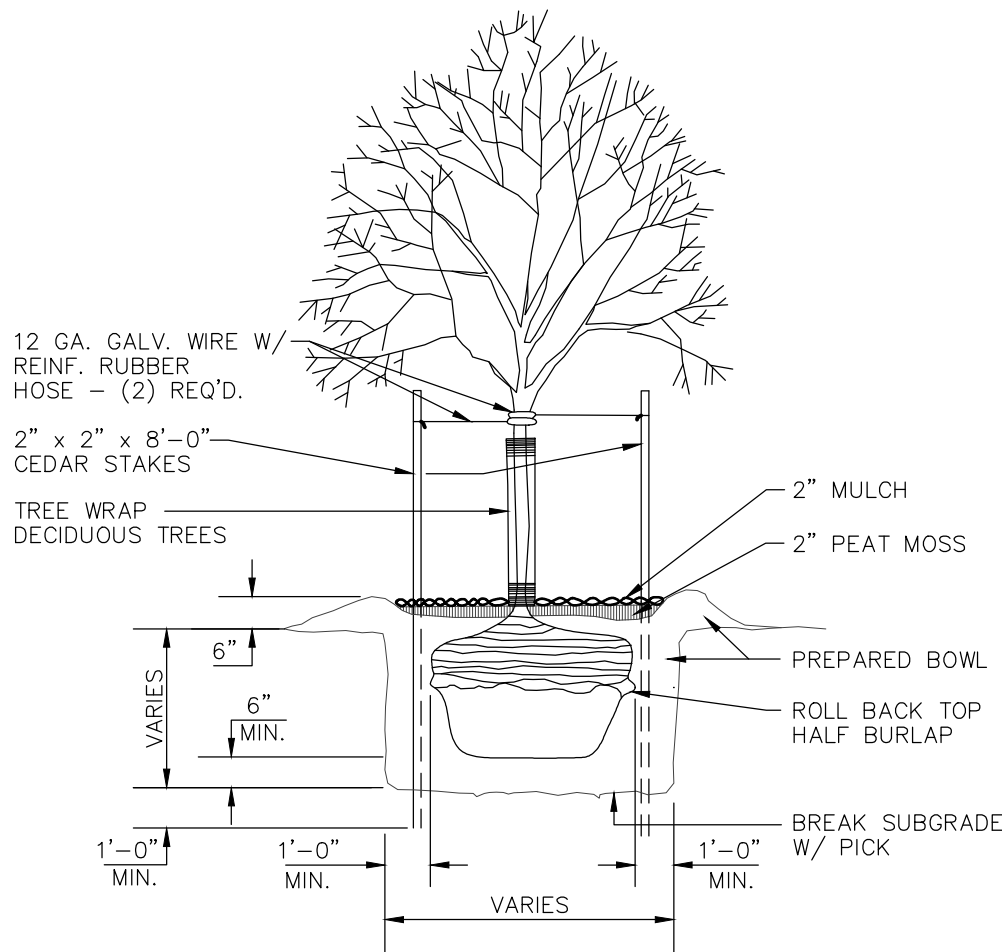


CIVIL UTILITY PLAN

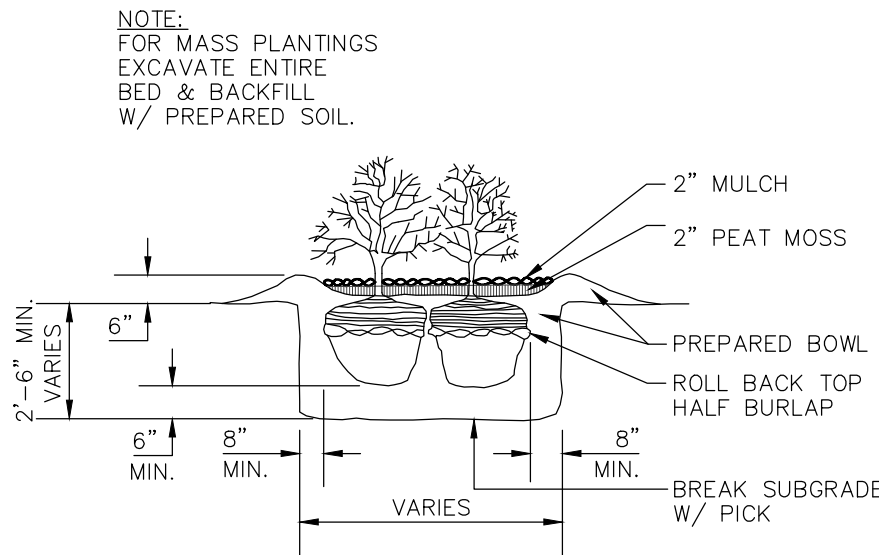
SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

LANDSCAPING PLANTING SCHEDULE				
SYMBOL	COMMON NAME	BOTANICAL NAME	PLANTED SIZE	QUANTITY
DECIDUOUS TREES				
	Redmond Linden	Tilia americana	2"	2
EVERGREEN TREES				
	Austrian Pine	Pinus nigra	4"	2
DECIDUOUS SHRUBS				
	Emerald Mound Honeysuckle	Lonicera x xylosteum 'Emerald Mound'	15"-18"	9
	Weigela Carnival	Weigela Florida 'courtalor'	24"	11
EVERGREEN SHRUBS				
	Wintergreen Boxwood	Buxus sinica var. insularis 'Wintergreen'	18"	12
	Andorra Juniper	Juniperus horizontalis 'Plumosa'	12"-15"	9

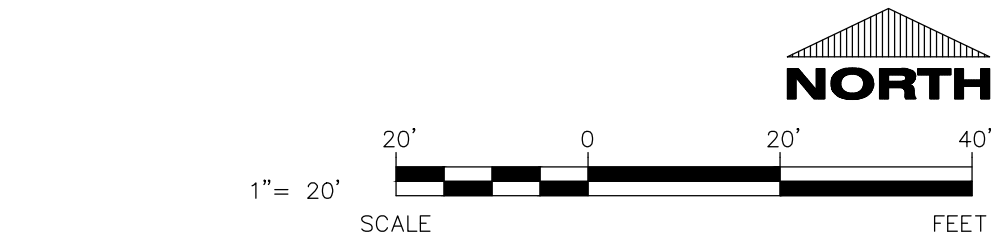
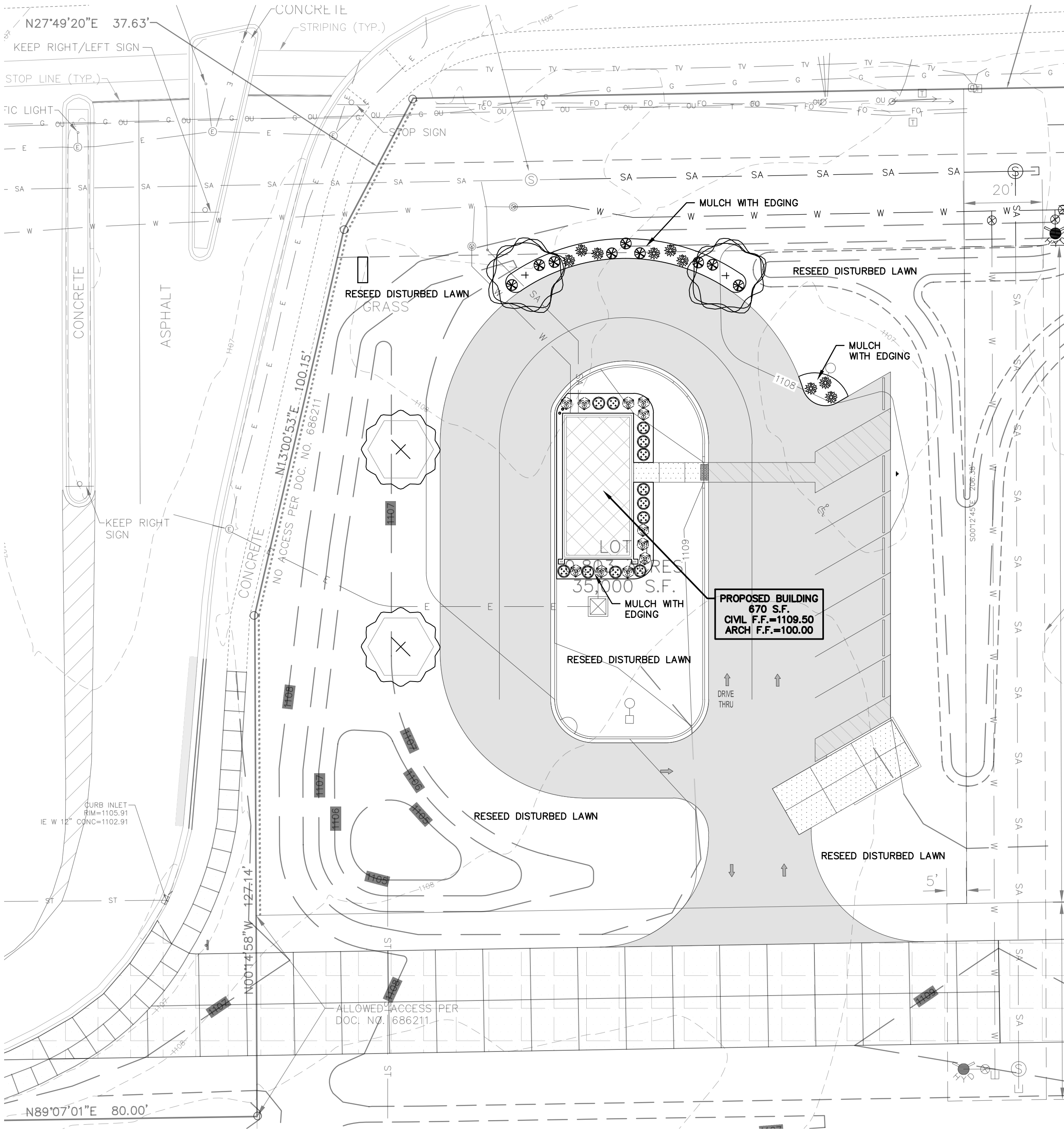
LANDSCAPING CALCULATIONS		
ZONE	REQ. PLANTS	PLANTS PROVIDED
PARKING	1 SHRUB PER 15 S.F. OF PARKING PERIMETER LANDSCAPE AREA	38 SHRUBS
	557 S.F./15 S.F.=38 SHRUBS	
	1 CANOPY/EVERGREEN TREE PER 50' OF PARKING PERIMETER	4 TREES
	120'/50'=3 TREES	



TREE PLANTING DETAIL
NO SCALE



SHRUB PLANTING DETAIL
NO SCALE



CIVIL LANDSCAPE AND RESTORATION PLAN



Always a Better Plan

100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

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SCOOTER'S COFFEE
5707 US HIGHWAY 10 • STEVENS POINT, WI 54482

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE FEB. 1, 2023

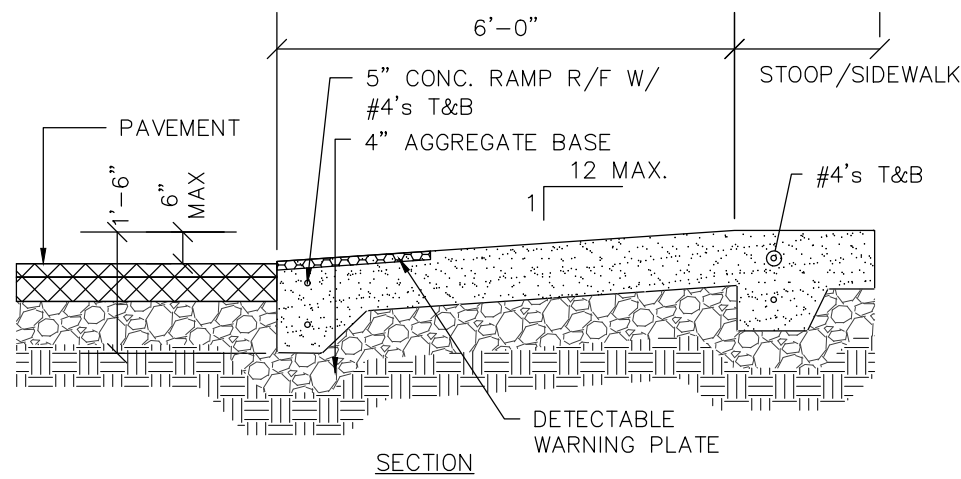
REVISIONS

JOB NUMBER

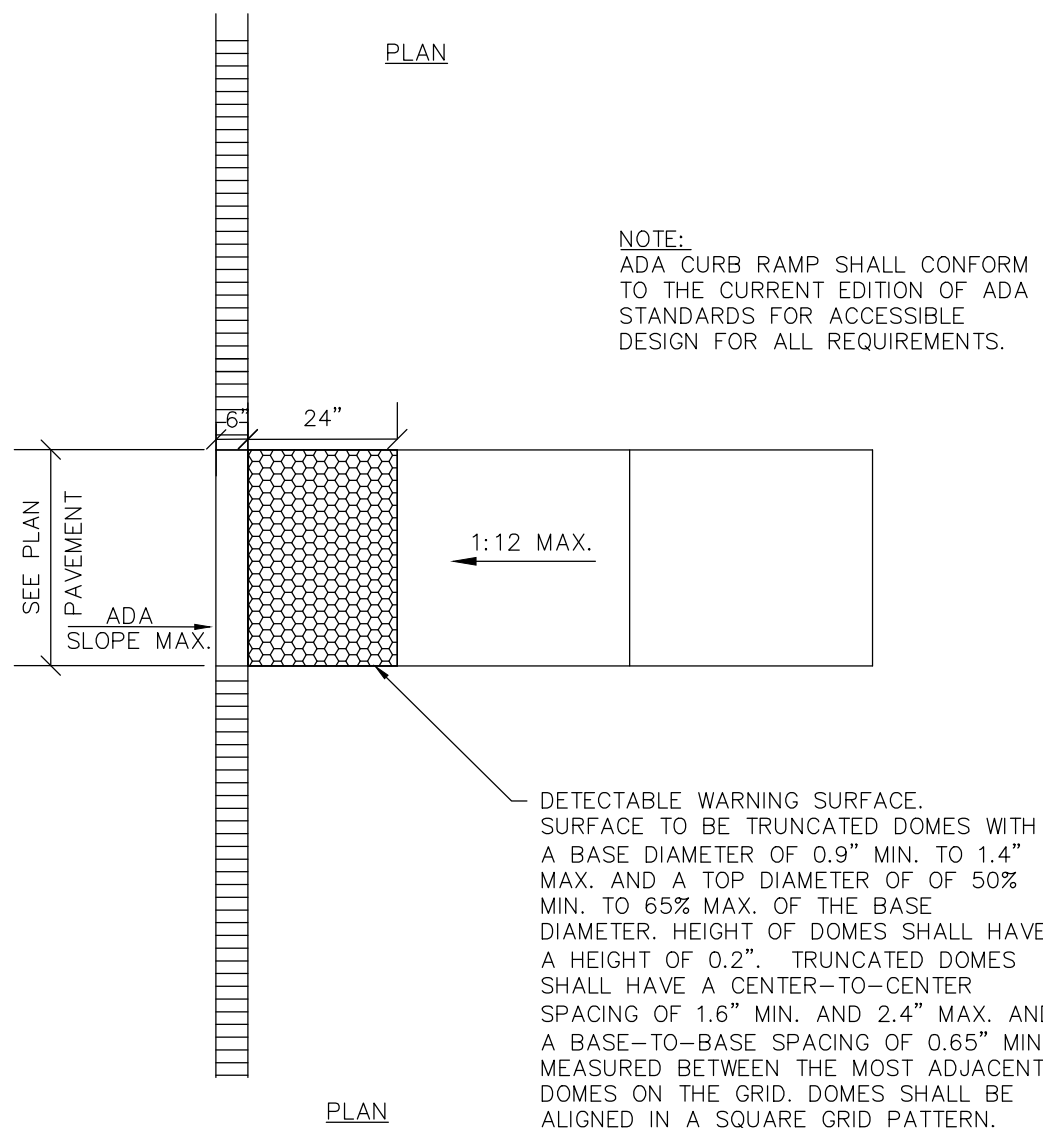
220118300

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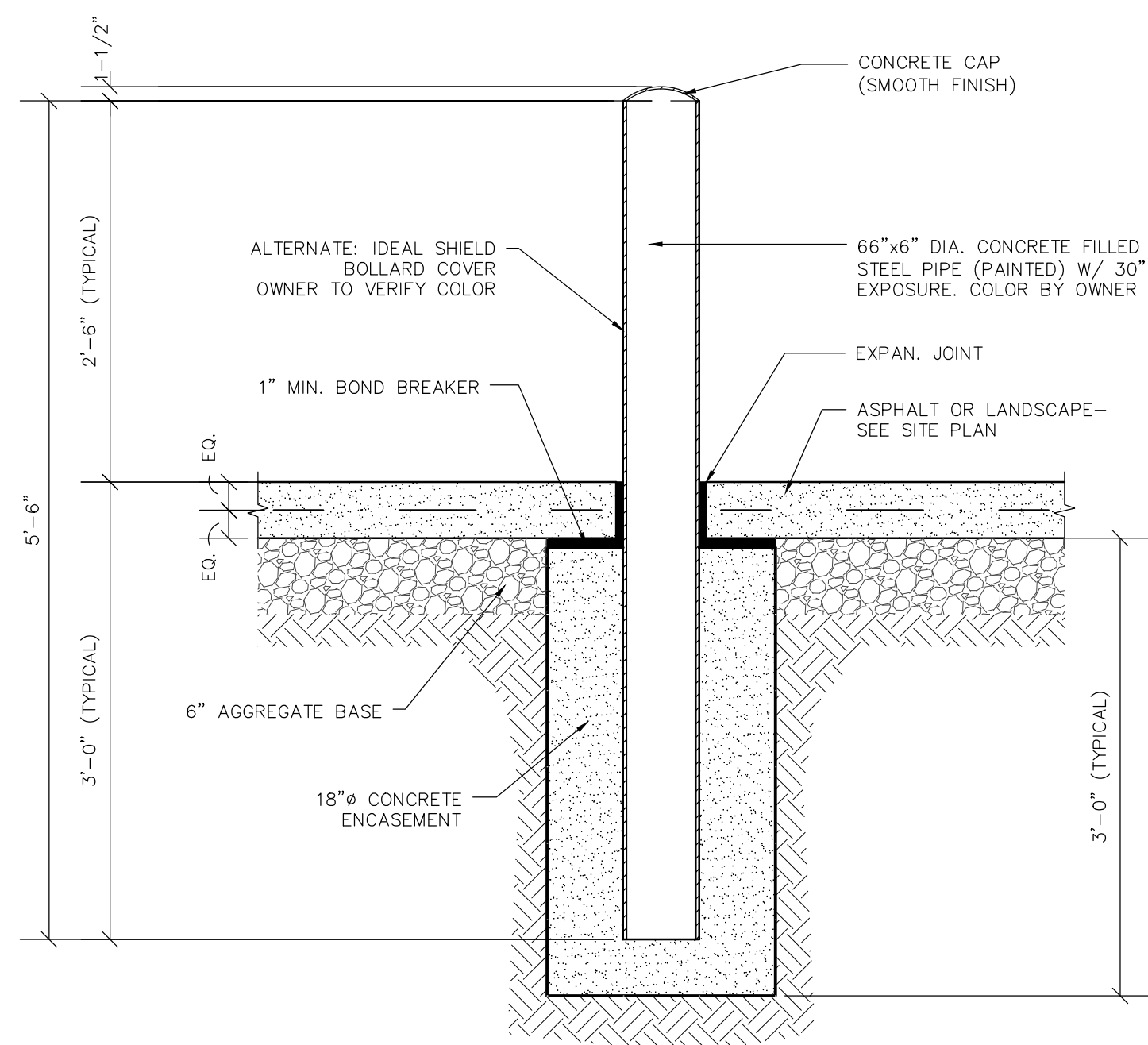
C1.4



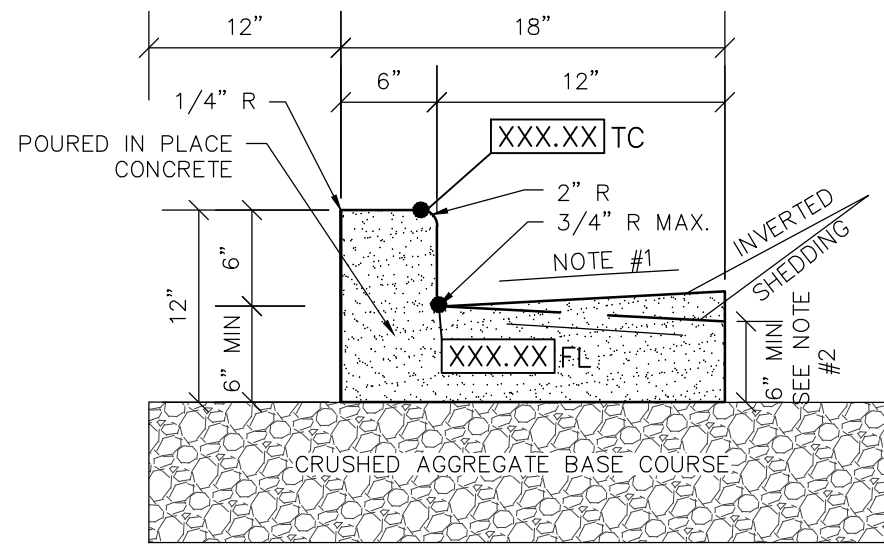
6" PIPE BOLLARD DETAIL
NO SCALE



ADA CURB RAMP DETAIL
NO SCALE

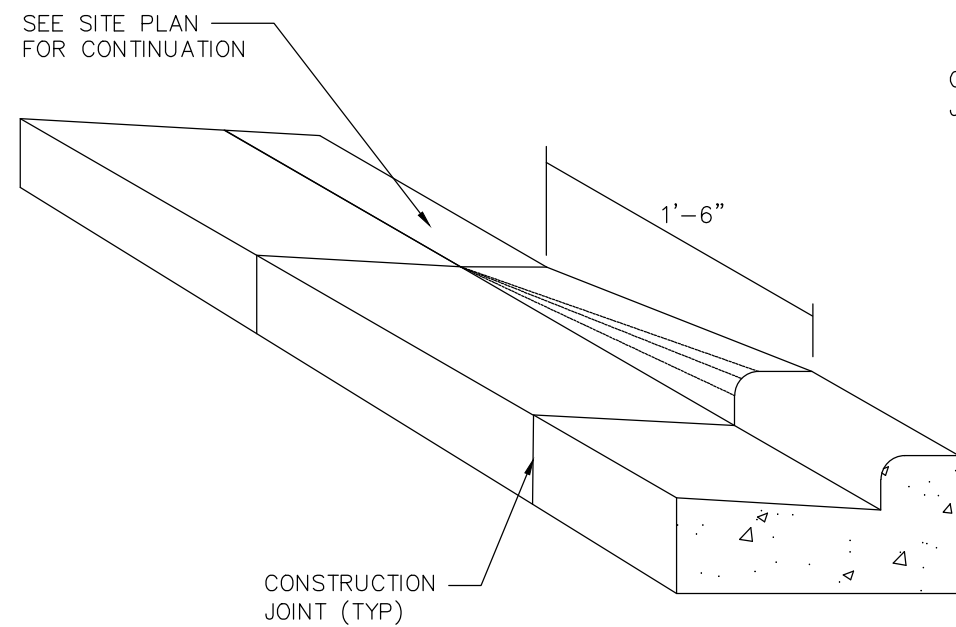


6" PIPE BOLLARD DETAIL
NO SCALE

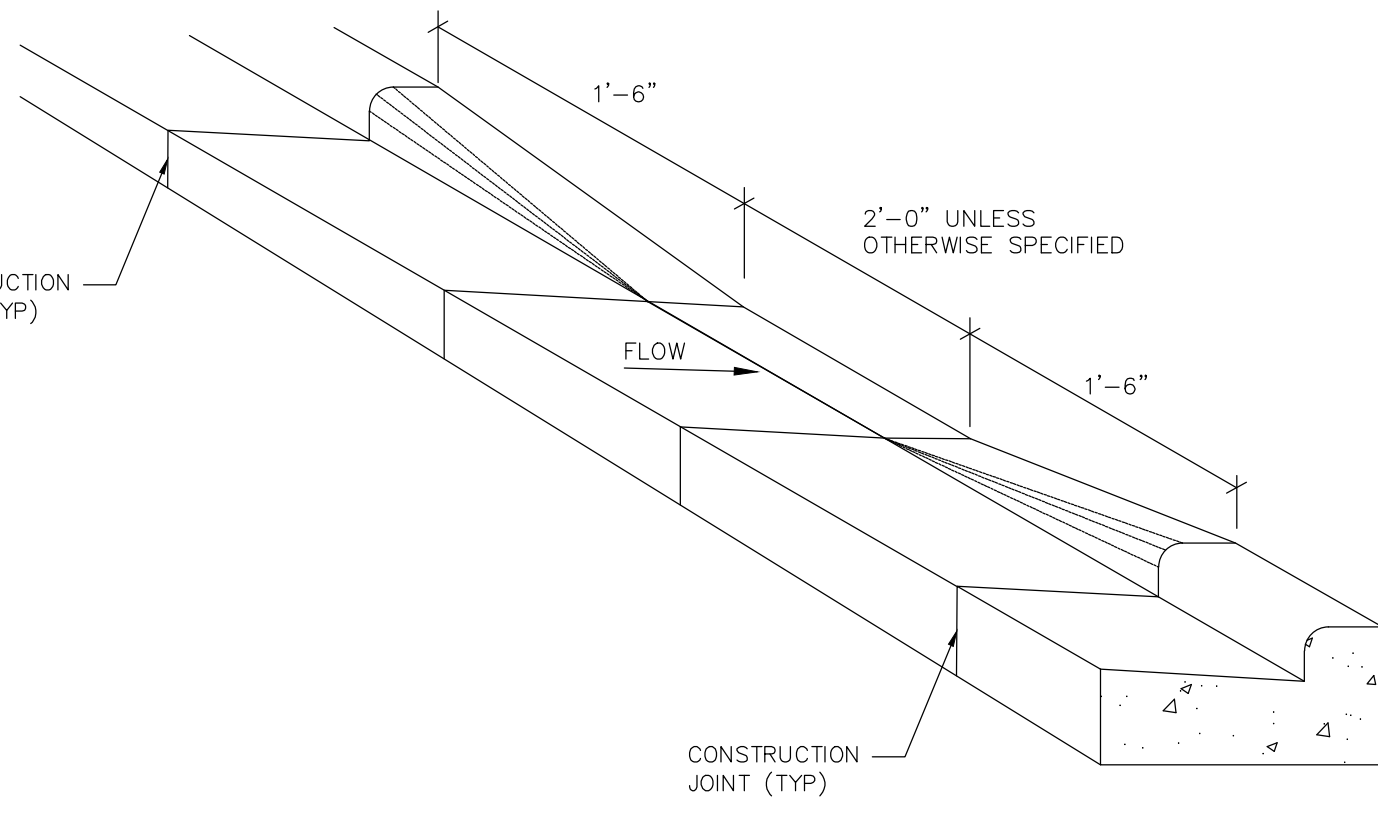


- NOTE:
- USE 4% GUTTER CROSS SLOPE UNLESS OTHERWISE NOTED IN THE PLANS.
 - THE BOTTOM OF CURB AND GUTTER MAY BE CONSTRUCTED EITHER LEVEL OR PARALLEL TO THE SLOPE OF THE SUBGRADE OR BASE AGGREGATE PROVIDED A 6" MIN. GUTTER THICKNESS IS MAINTAINED.
 - SEE SITE PLAN & GRADING PLAN FOR INVERTED & SHEDDING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

18" CONCRETE CURB & GUTTER DETAIL
NO SCALE

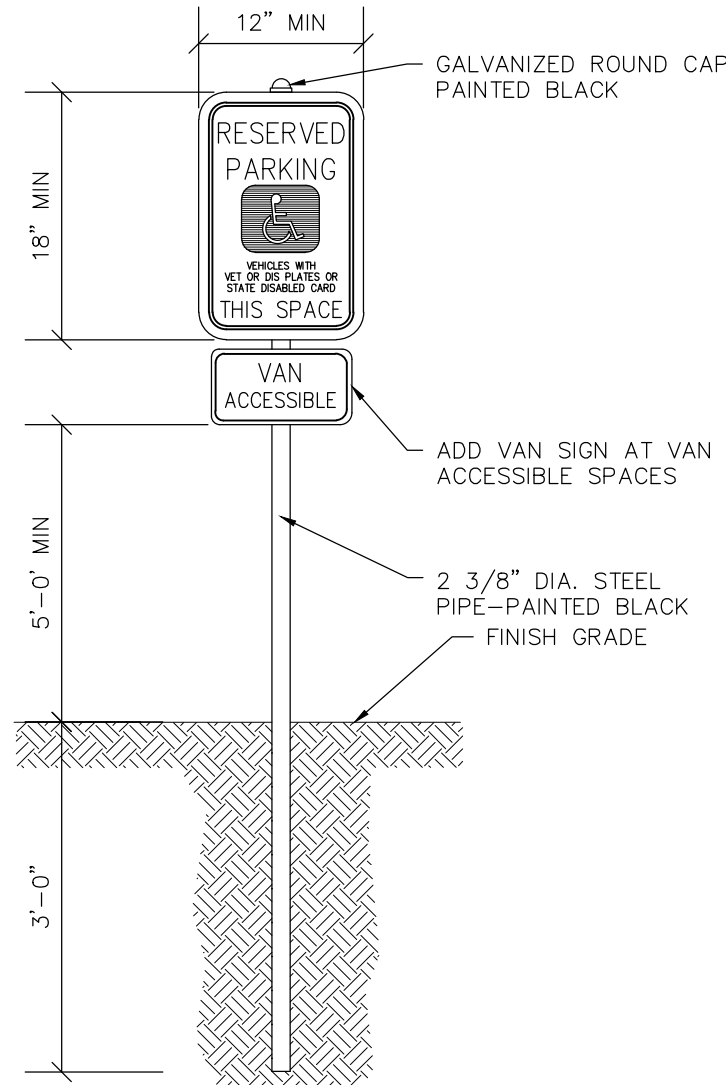


CURB TAPER DETAIL
NO SCALE



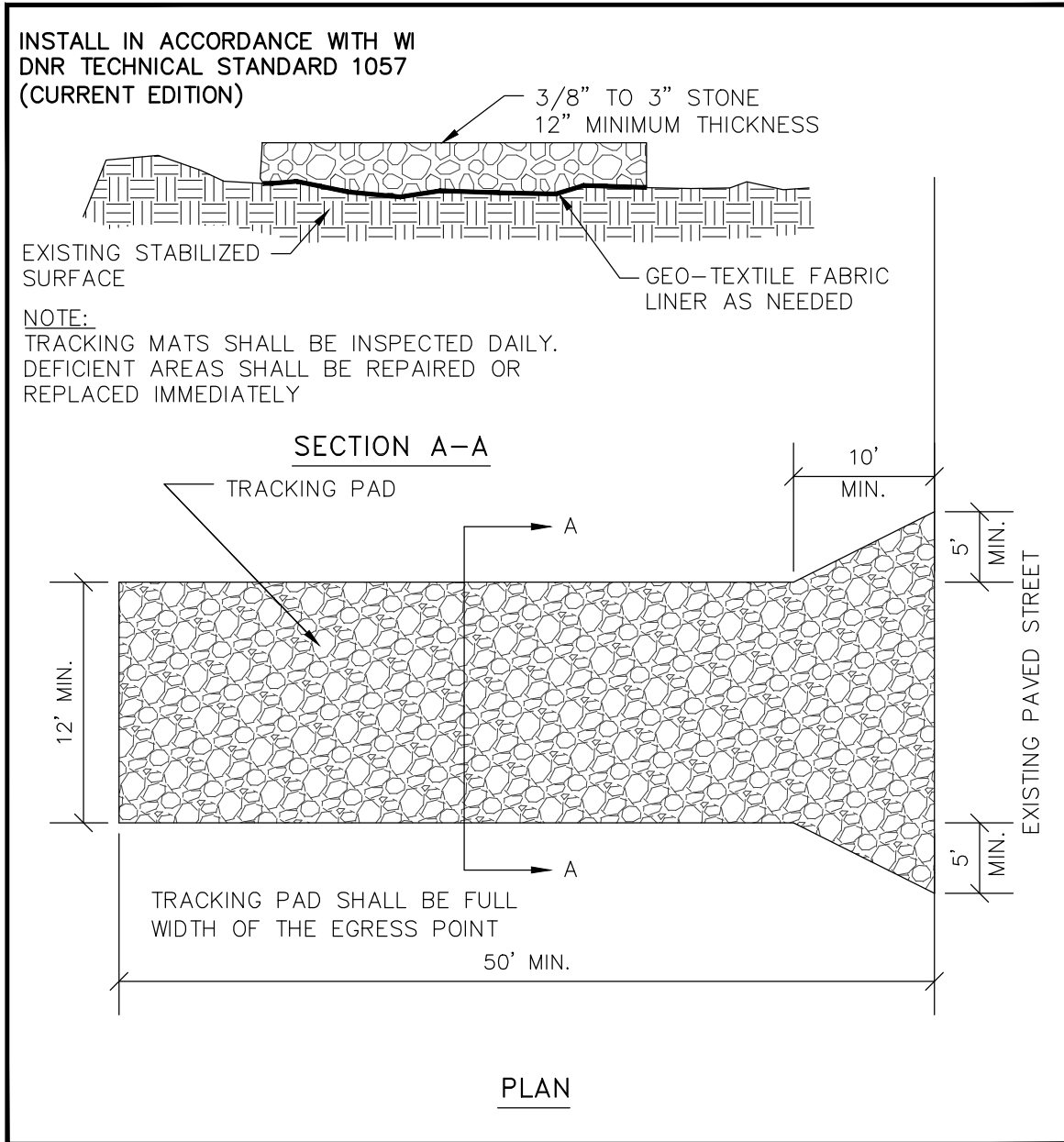
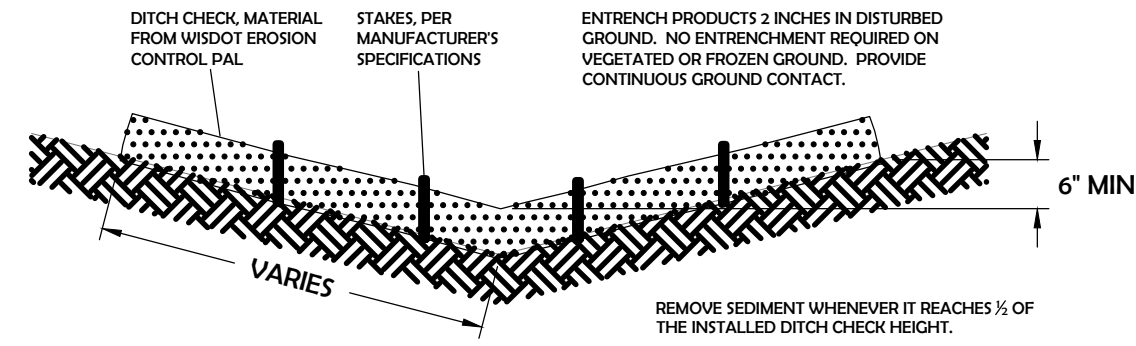
CURB CUT DETAIL
NO SCALE

HANDICAP SIGNAGE WITHOUT CONCRETE BASE DETAIL
NO SCALE

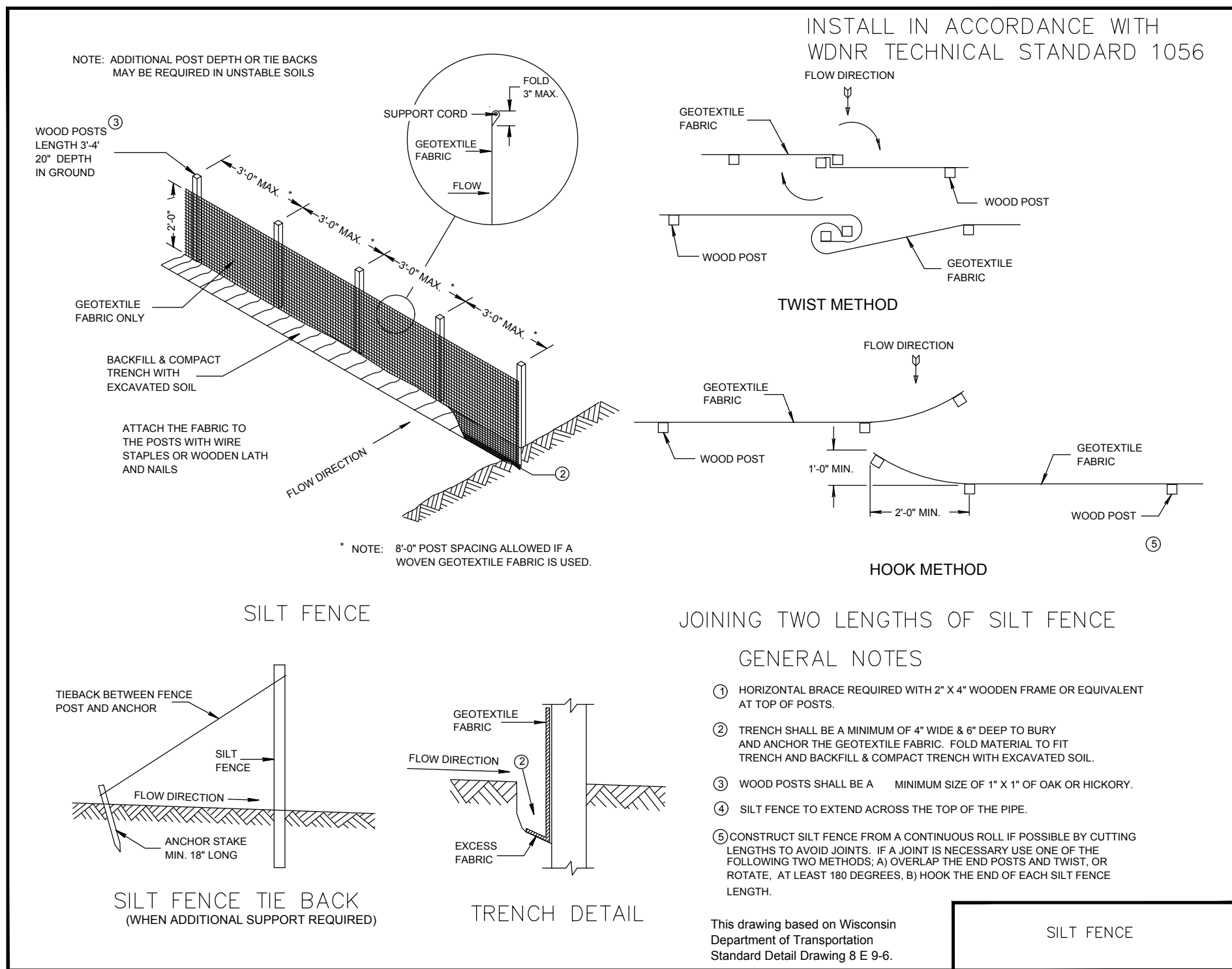


DITCH CHECK DETAIL

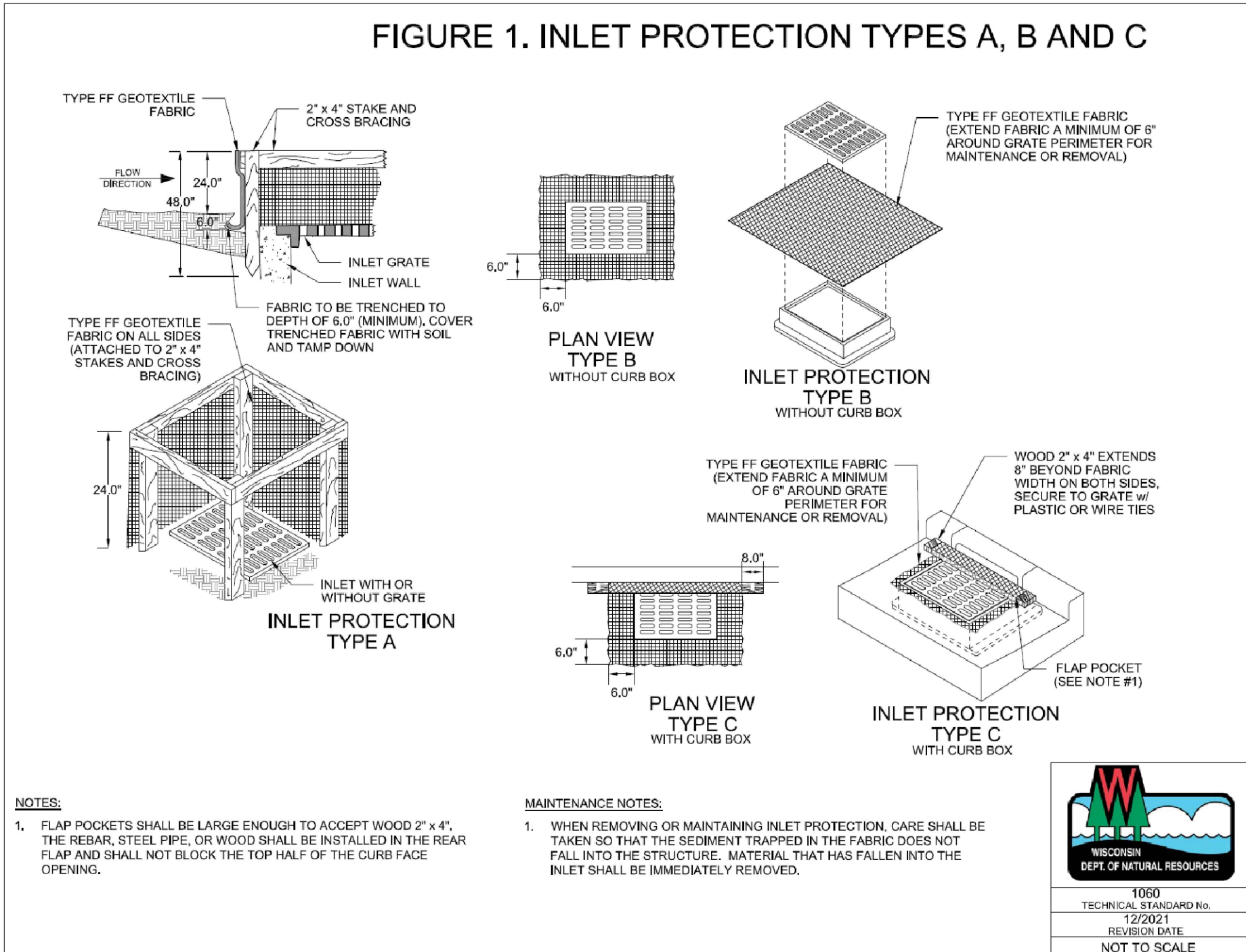
LOG-TYPE DITCH CHECK



TRACKPAD DETAILS
NO SCALE



SILT FENCE — INSTALLATION DETAIL
NO SCALE



INLET PROTECTION DETAIL
NO SCALE

CIVIL DETAILS

PROJECT INFORMATION

PROPOSED BUILDING FOR:
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PROFESSIONAL SEAL

SHEET DATES

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220118300

SHEET NUMBER

C2.0

PROPOSED BUILDING FOR:

SCOOTER'S COFFEE

CITY OF STEVENS POINT, WI; COUNTY OF: PORTAGE

SCALE VERIFICATION
THIS BAR MEASURES 1" ON ORIGINAL.
ADJUST SCALE ACCORDINGLY.

NOTICE OF COPYRIGHT:
THESE PLANS ARE COPYRIGHTED AND ARE SUBJECT TO COPYRIGHT PROTECTION AS AN "ARCHITECTURAL WORK" UNDER SEC. 102 OF THE COPYRIGHT ACT, 17 U.S.C. AS AMENDED DECEMBER 1990 AND KNOWN AS ARCHITECTURAL WORKS COPYRIGHT PROTECTION ACT OF 1990. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS, WORK OR BUILDING REPRESENTED, CAN LEGALLY RESULT IN THE CESSATION OF CONSTRUCTION OR BUILDINGS BEING SEIZED AND/OR MONETARY COMPENSATION TO BAYLAND BUILDINGS, INC.

JOB NUMBER:

SALES REP:

TOM AMBROSIOUS
(920) 371-2544

DRAWN BY:

DATE:

4-15-2022

REVISIONS:

△ - -

ISSUED FOR:

- ☐ PRELIMINARY
☐ BID SET
☒ CONSTRUCTION

SHEET

A2.1

GENERAL NOTES

- PROVIDE PAINTED METAL ACCESS PANELS IN WALLS AND CEILINGS AT CONCEALED ITEMS SUCH AS VALVES, SHOCK ABSORBERS, CONTROLS, SWITCHES, ETC. AND ANY ITEMS WHICH MAY REQUIRE ACCESS NOT OTHERWISE PROVIDED.
- GENERAL CONTRACTOR WILL FURNISH AND INSTALL 5LB MULTIPURPOSE DRY CHEMICAL (2A/10BC) RATED FIRE EXTINGUISHERS WITH MOUNTING BRACKETS AND ACCESSORIES AT 4'-0" A.F.F. AS REQUIRED BY GOVERNMENTAL AUTHORITIES. MAXIMUM TRAVEL DISTANCE OF 75'-0" FOR PLACEMENT.
- IT IS THE GENERAL CONTRACTOR'S RESPONSIBILITY TO COORDINATE, LOCATE, AND CONFIRM ALL FLOOR SINK, UNDERGROUND / OVERHEAD PLUMBING AND ELECTRICAL STUB-UPS.
- SEE ROOM FINISH SCHEDULE FOR ALL ROOM FINISHES, SHEET A2.2.
- SEE KITCHEN DRAWINGS FOR EQUIPMENT INFORMATION, SHEET K1.0.
- GENERAL CONTRACTOR TO CAULK AND SEAL ALL EXPANSION AND SAW CUT JOINTS AT ALL EXTERIOR/INTERIOR CONCRETE - SEE JOINT SEALERS SPECIFICATIONS.
- ALL ITEMS SUCH AS LIGHT SWITCHES, FIRE EXTINGUISHERS, FIRE ALARM PULLS AND OTHER ITEMS TO BE LOCATED AS CLOSE AS POSSIBLE TO THE ADJACENT DOOR FRAME.
- AT MOP SINK AND SINKS, PROVIDE 120 CLEANING SOLUTION DISPENSER ON HOSE BIBB SIDE.
- THERE SHALL BE A MAXIMUM 1/2" OFFSET AT ALL THRESHOLDS AND AT ANY CHANGE OF FLOORING MATERIALS. OFFSETS GREATER THAN 1/4" REQUIRE A MAXIMUM BEVELED SLOPE OF 1 UNIT VERTICAL TO 2 UNITS HORIZONTAL.
- ALL DOORS ARE 4" OFF ADJACENT WALLS UNO.
- ALL EXTERIOR DOOR LANDING GRADES SHALL HAVE A SMOOTH TRANSITION TO THE ADJACENT PAVED SURFACE, AND THE MAX. RUNNING AND CROSS SLOPE OF ALL LANDINGS WILL BE 2%.
- PROVIDE THERMOMETER ACCURATE TO 2 DEGREES FAHRENHEIT IN REFRIGERATORS IF ONE IS NOT INCLUDED WITH FIXTURE.
- ALL HAND SINKS MUST BE PROVIDED WITH A HAND WASHING SIGN, PAPER TOWEL DISPENSER AND HAND SOAP DISPENSER.

WALL LEGEND

FRAMING / DIMENSIONING NOTE:
ALL DIMENSIONS ARE TO FACE OF STUD, TYP.

- A** EXTERIOR WALL:
HARDIE BOARD OVER WEATHER RESISTANT BARRIER (WRB) OVER SHEATHING OVER 2x6" WOOD STUDS @ 16" O.C., 12" CEMENT BOARD AT BASE W/ 1/2" PLYWOOD ABOVE AND FRP PANEL TO 10'-6" A.F.F., PROVIDE BATT INSULATION PER COMCHECK IN ALL EXTERIOR WALLS.
- B3** INTERIOR PARTITION WALL:
2x4" WOOD STUDS @ 16" O.C., 12" CEMENT BOARD AT BASE W/ 1/2" PLYWOOD ABOVE AND FRP PANEL FINISH TO 10'-6" A.F.F. BOTH SIDES. PROVIDE R-13 ACOUSTICAL BATT INSULATION AT RESTROOM.
- B5** INTERIOR PARTITION WALL:
2x6" WOOD STUDS @ 16" O.C., 12" CEMENT BOARD AT BASE W/ 1/2" PLYWOOD ABOVE AND FRP PANEL FINISH TO 10'-6" A.F.F. BOTH SIDES. PROVIDE R-13 ACOUSTICAL BATT INSULATION AT RESTROOM.
- C** PLUMBING PARTITION:
2x6" WOOD STUDS @ 16" O.C. 12" CEMENT BOARD AT BASE W/ 1/2" MOISTURE RESISTANT GYP BD ON RESTROOM SIDE AND 12" CEMENT BOARD AT BASE W/ 1/2" PLYWOOD FOR BACK OF HOUSE WITH FRP PANEL TO 10'-6" A.F.F. BOTH SIDES. PROVIDE R-13 ACOUSTICAL BATT INSULATION IN PARTITION.
- D** EXTERIOR WING WALL:
HARDIE BOARD OVER WEATHER RESISTANT BARRIER (WRB) OVER SHEATHING OVER 2x6" WOOD STUDS @ 16" O.C., SHEATHING AND BREAK METAL ONE SIDE.
- E** EXTERIOR WING WALL:
2x8" WOOD STUDS @ 16" O.C. OVER WEATHER RESISTANT BARRIER (WRB) OVER SHEATHING AND BREAK METAL BOTH SIDES.

KEYNOTES - FLOOR PLAN

- NEW ELECTRICAL PANEL, SEE ELECTRICAL DRAWINGS
- GRAPHICS ON WINDOW BY OWNER
- FLOOR DRAIN, SEE PLUMBING DRAWINGS
- 2A-10BC MINIMUM RATED FIRE EXTINGUISHER
- PROVIDE TACTILE EXIT SIGN AT EXIT DISCHARGE
- WATER HEATER ABOVE, SEE PLUMBING DRAWINGS
- LINE OF CANOPY ABOVE BY OTHERS
- ACCESSIBLE RESTROOM SIGN
- MOP SINK, SEE PLUMBING DRAWINGS
- FLOOR SINK, SEE PLUMBING DRAWINGS
- R.O. SYSTEM, SEE PLUMBING DRAWINGS
- 6 DOOR EMPLOYEE LOCKERS ANCHORED TO WALL BY G.C.
- FLOOR SAFE BY OWNER, BOLTED TO FLOOR BY G.C.

CLEARANCE KEYNOTE

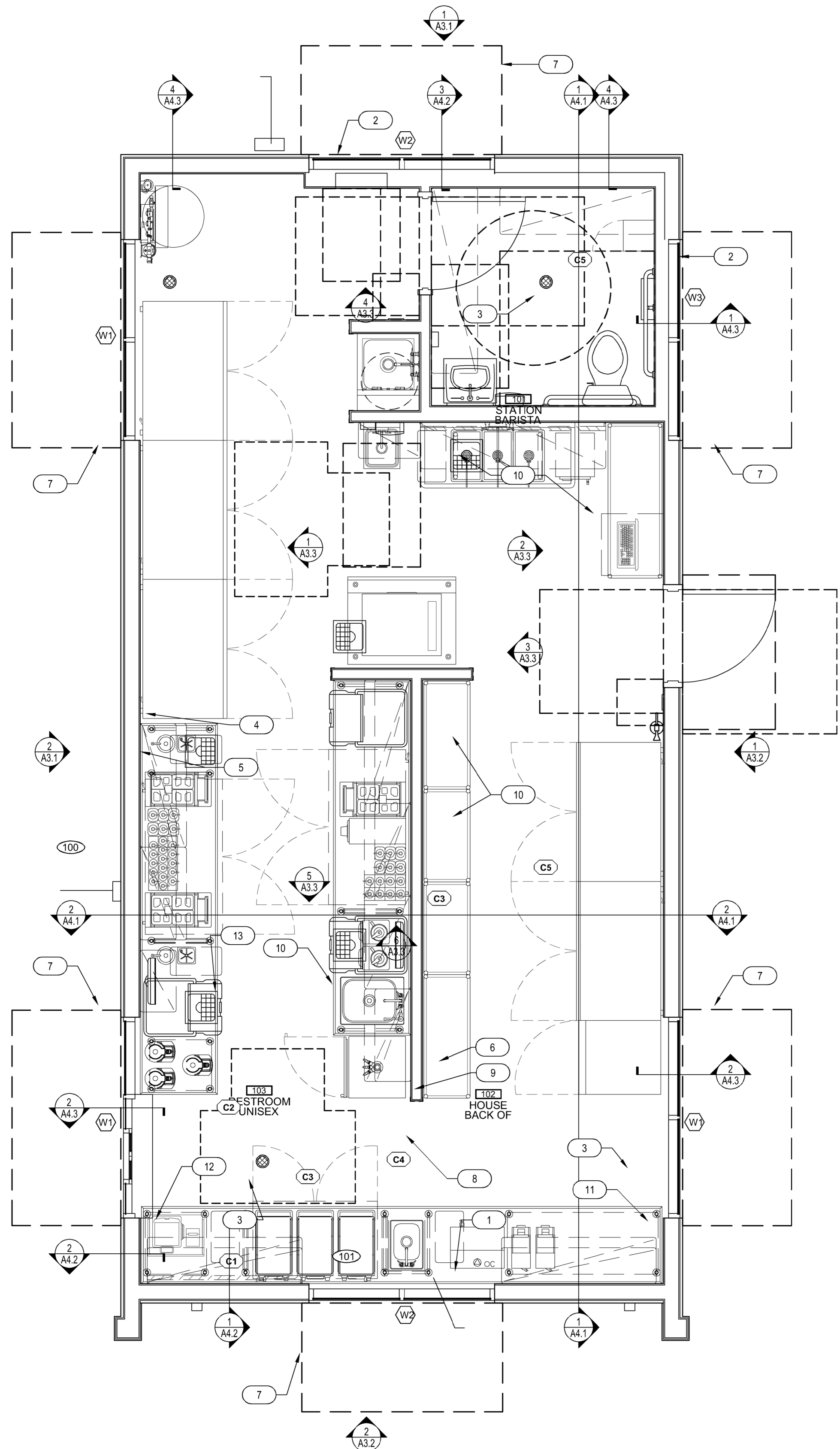
- C1** DOOR WITH A CLOSER AND A LATCH
- C2** CIRCULAR TURNABOUT
- C3** CLEAR FLOOR SPACE
- C4** TACTILE SIGNS
- C5** T-TURN

DOOR LEGEND

DOOR TAG. REFER TO SCHEDULE ON SHEET A5.2

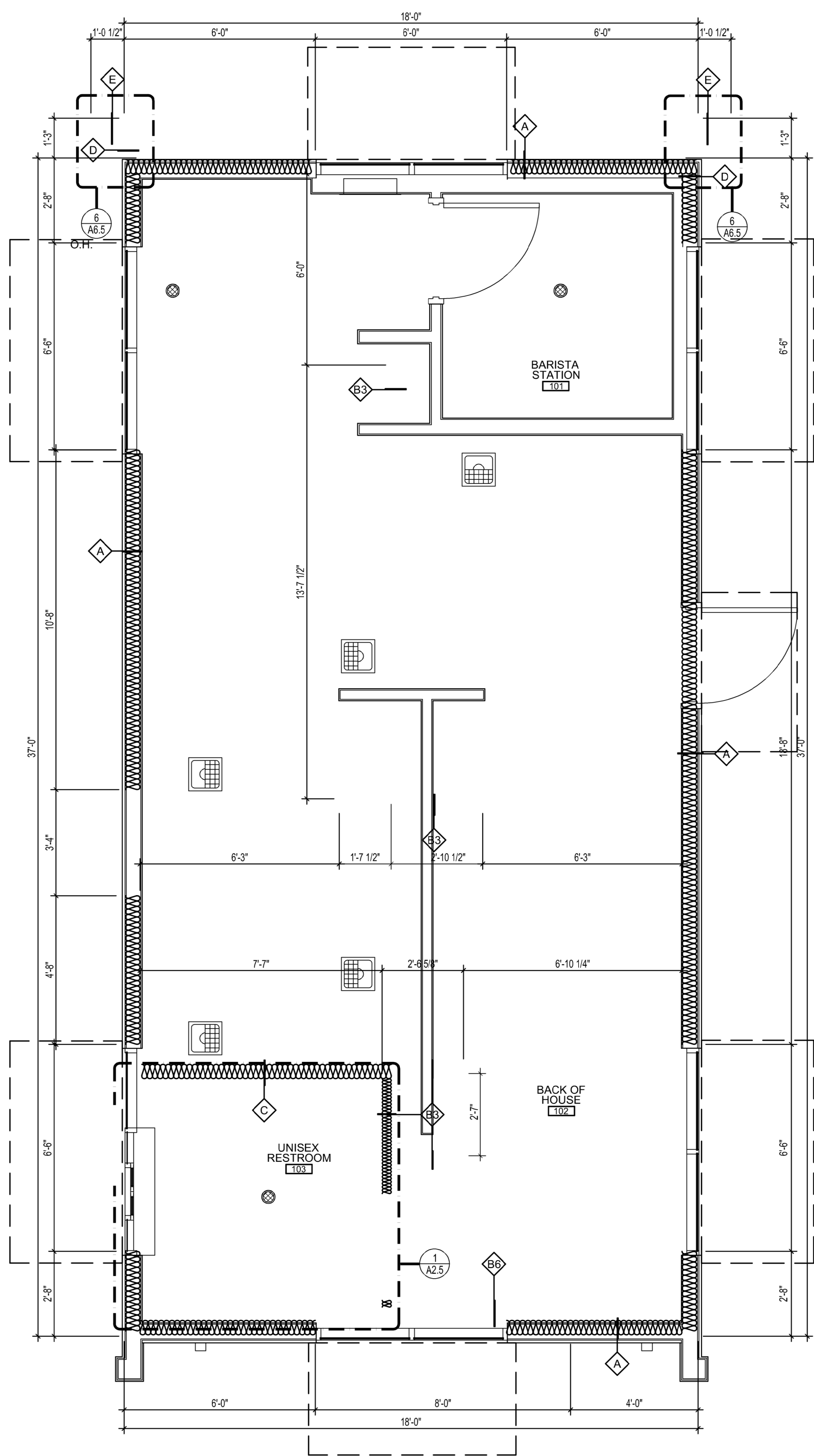
WINDOW LEGEND

WINDOW TAG. REFER TO DETAILS ON SHEET A5.1



2 FLOOR PLAN

SCALE: 3/8" = 1'-0"



1 DIMENSION PLAN

SCALE: 3/8" = 1'-0"

KEYNOTES

1. LP SMART HZ10 LAP SIDING CEDARMILL 6-1/4", SEE LP SMART DETAIL SHEET A6.5 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH

2. LP SMART REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH, SEE LP SMART DETAIL SHEET A6.5 - COLOR: SW 1015 SKYLINE STEEL

3. 3 1/2" LP SMART TRIM, SEE LP SMART DETAIL SHEET A6.5 -COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH

4. 20 GAUGE METAL ACCENTS AND SOFFITS - COLOR: BLACK

5. INSULATED DARK BRONZE ALUMINUM WINDOWS WITH DUAL PANE TEMPERED GLASS

6. QUICKSERVE 48X48 WINDOW - COLOR: DARK BRONZE
7. AWNING BY OTHERS - COLOR: RED

8. INSULATED HOLLOW METAL DOOR AND FRAME - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH

9. PEEP HOLE, BY DOOR MANUFACTURER

10. DOOR BELL

11. 20 GUAGE METAL PARAPET CAP

12. LINE OF ROOF BEYOND

13. ROOF TOP UNIT BEYOND, SEE MECHANICAL DRAWINGS

14. ROOF SCUPPER AND DOWNSPOUT, SEE DETAIL 8/A6.3
15. MAILBOX BY OWNER

16. WALL MOUNTED LIGHT FIXTURE, SEE ELECTRICAL DRAWINGS

17. LED LIGHT BAND, SEE ELECTRICAL DRAWINGS

18. SES PANEL, SEE ELECTRICAL DRAWINGS

19. ELECTRICAL OUTLETS, SEE ELECTRICAL DRAWINGS

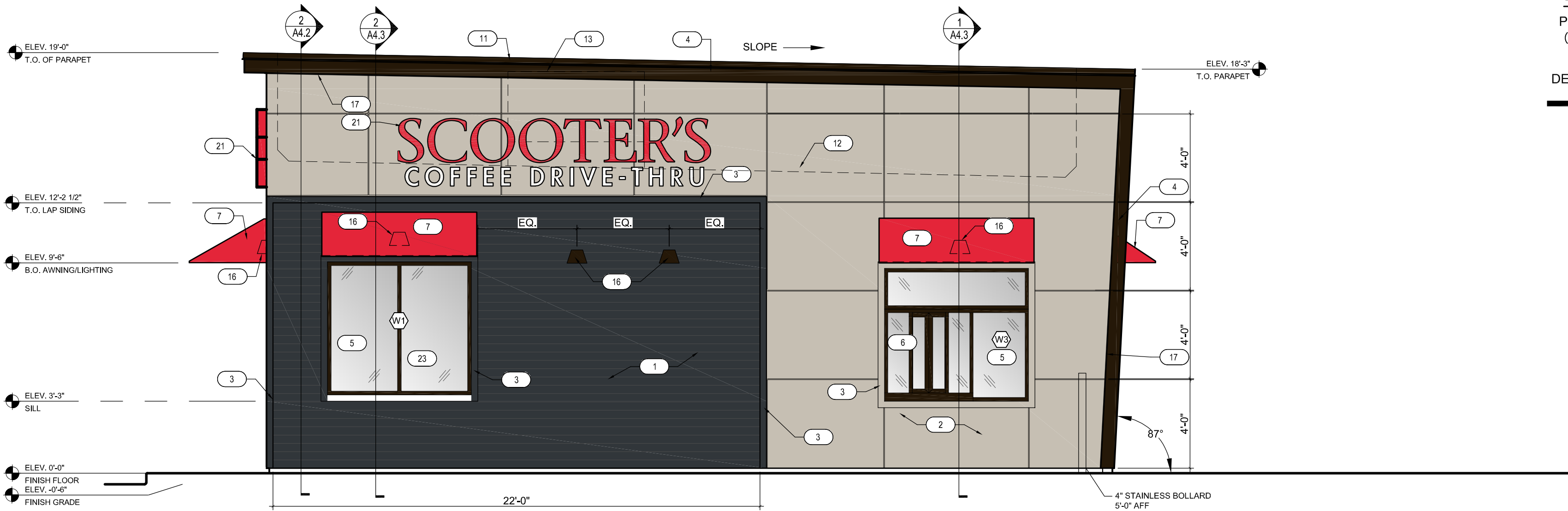
20. HOSE BIBB, SEE PLUMBING DRAWINGS

21. SIGNAGE BY OTHERS, UNDER A SEPARATE PERMIT

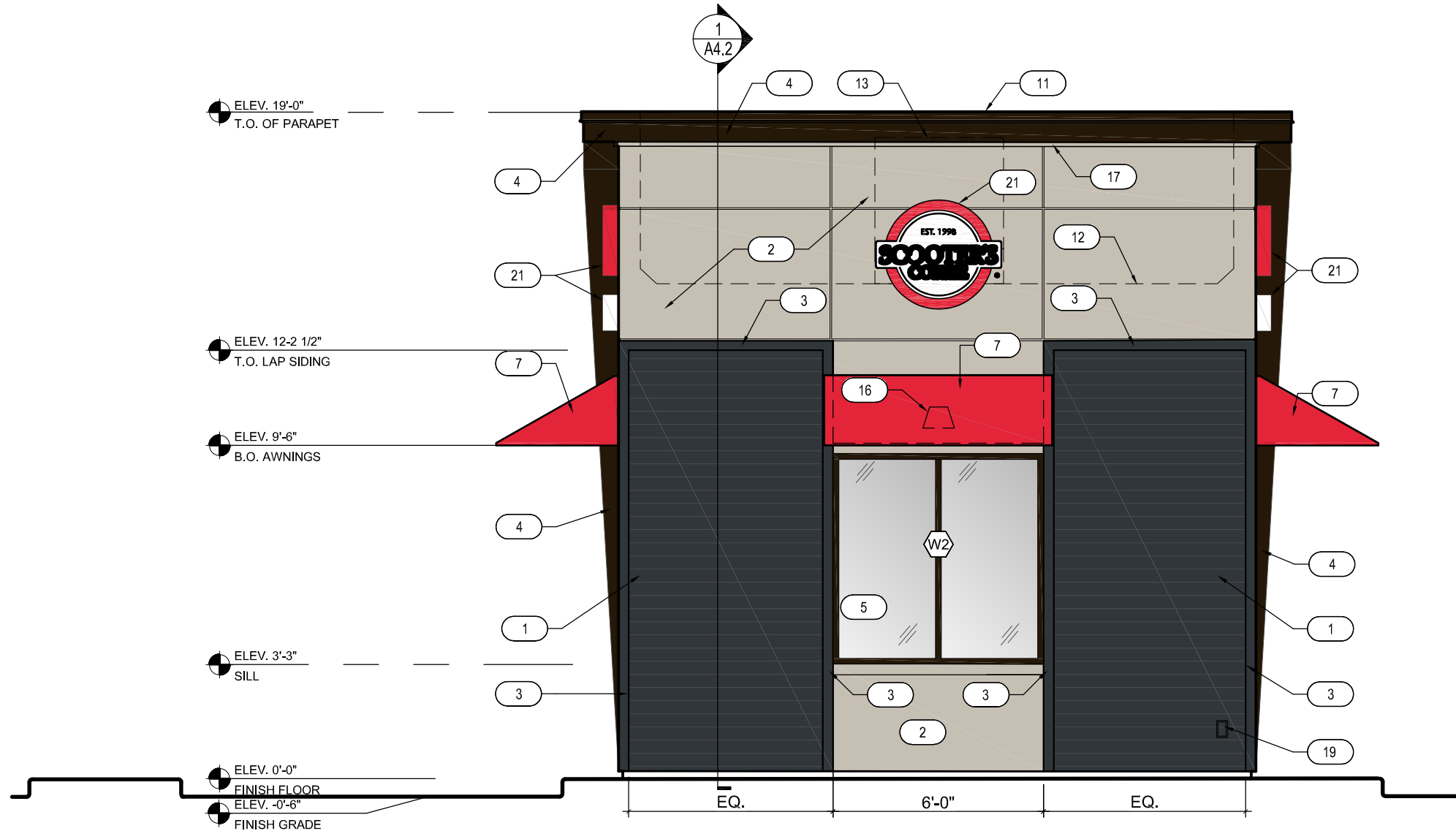
22. CONNECT DOWNSPOUTS TO UNDERGROUND PIPING, REF. CIVIL

23. SPANDREL GLASS

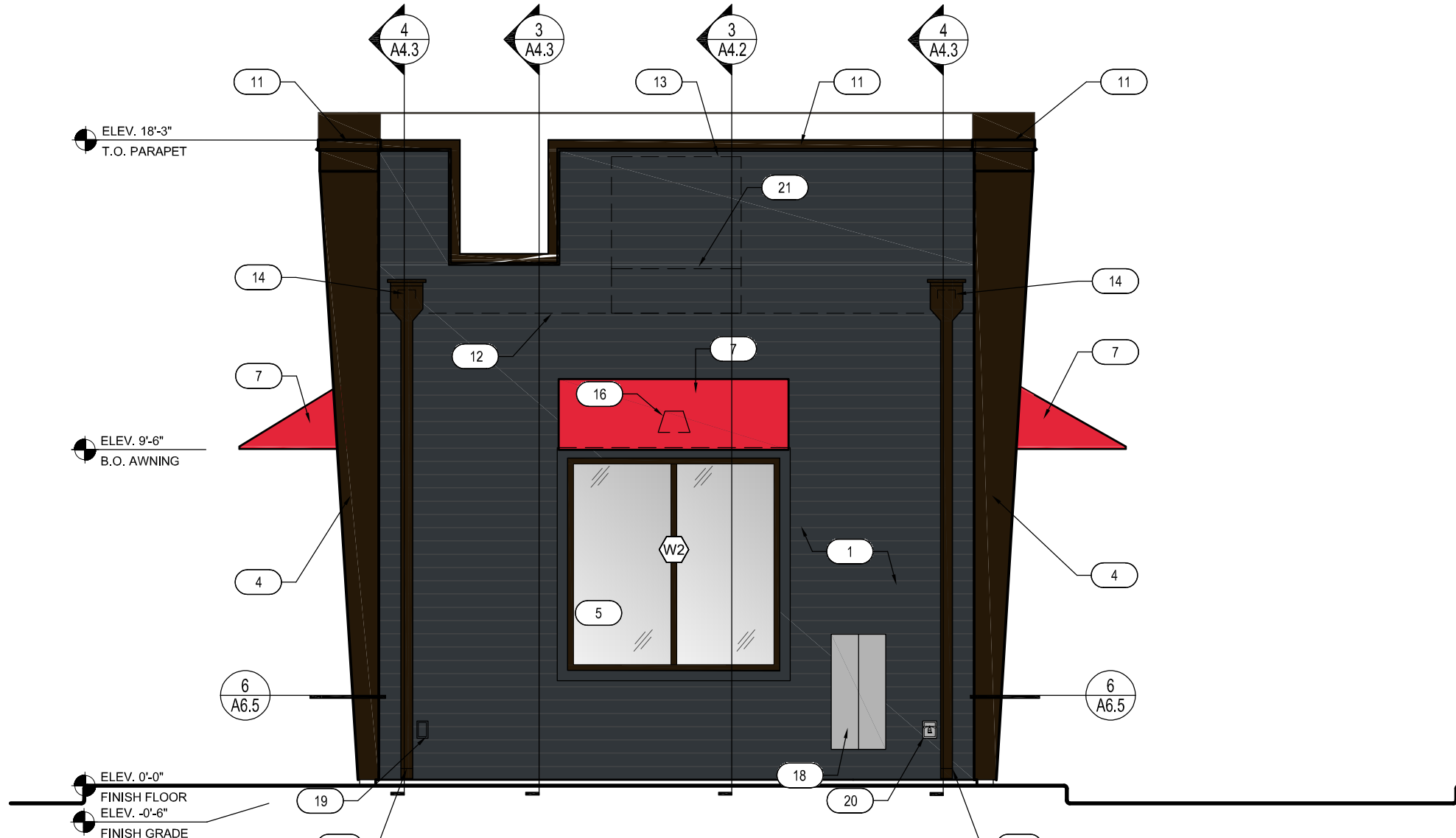
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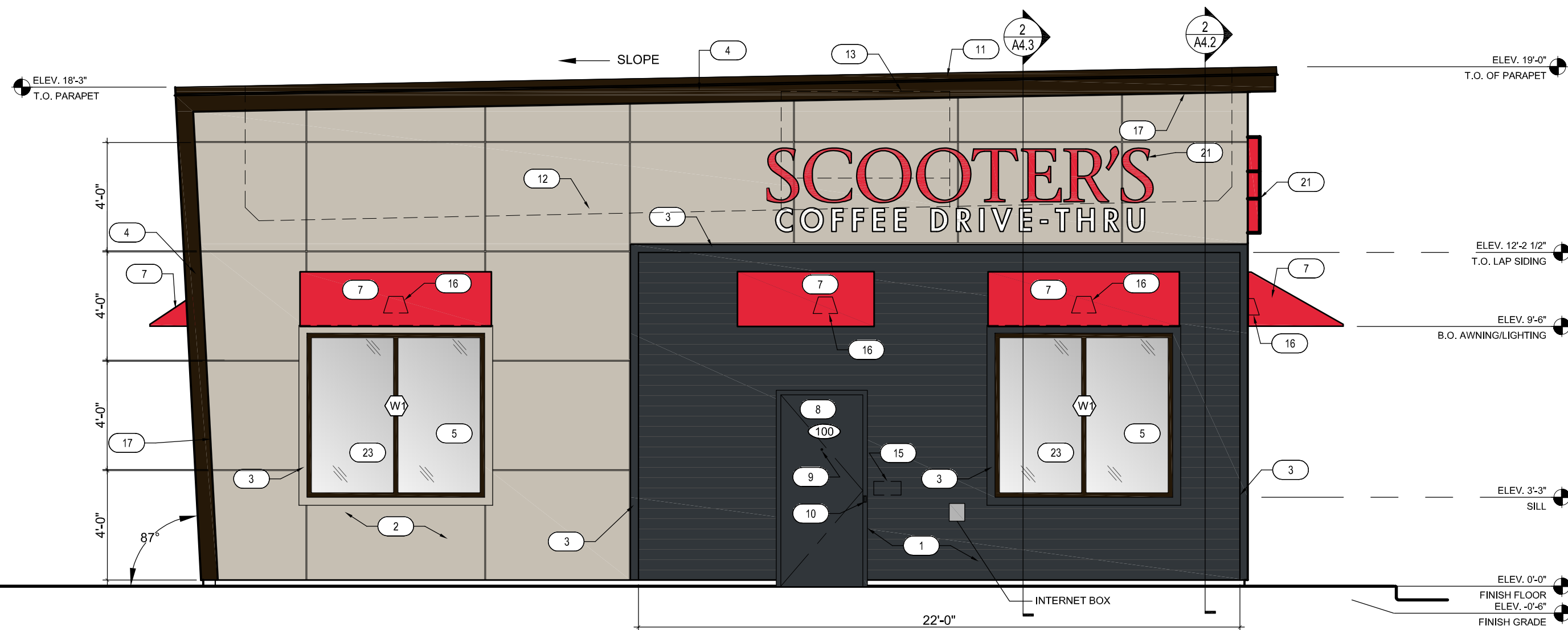
4 EXTERIOR ELEVATIONS
SCALE: 1/4" = 1'-0"



3 EXTERIOR ELEVATIONS
SCALE: 1/4" = 1'-0"



2 EXTERIOR ELEVATIONS
SCALE: 1/4" = 1'-0"



1 EXTERIOR ELEVATIONS
SCALE: 1/4" = 1'-0"

PROPOSED BUILDING FOR:

SCOOTER'S COFFEE

CITY OF STEVENS POINT, WI; COUNTY OF: PORTAGE

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ADJUST SCALE ACCORDINGLY.

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JOB NUMBER:
-

SALES REP:
TOM AMBROSIOUS
(920) 371-2544

DRAWN BY:
-

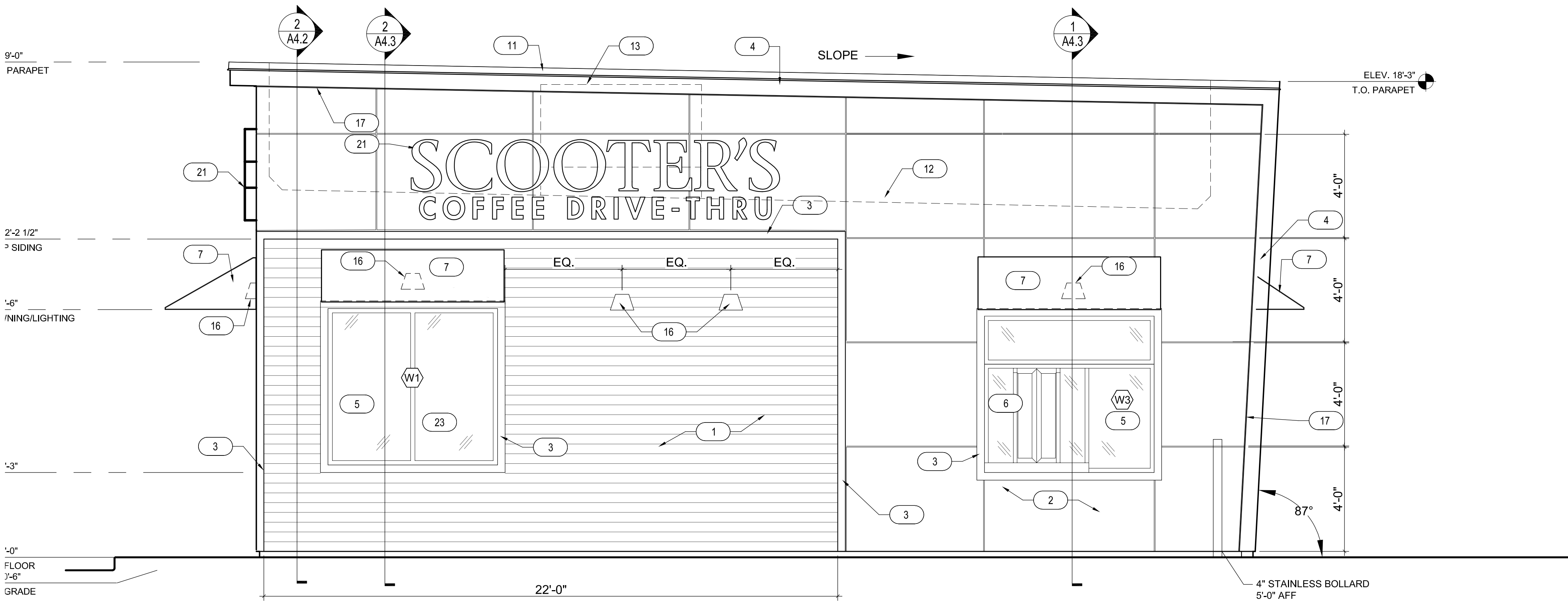
DATE:
2-17-2022

REVISIONS:
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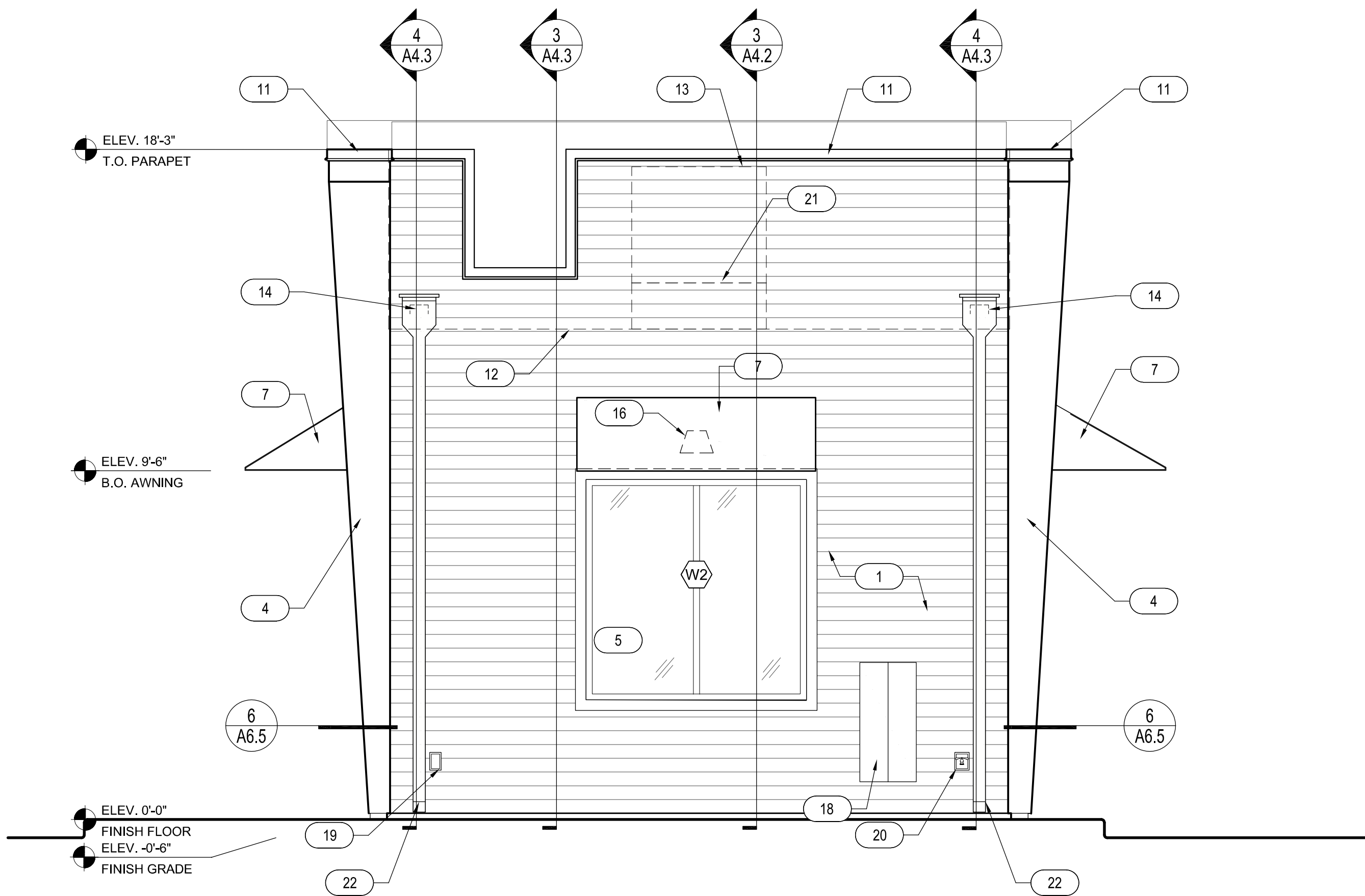
ISSUED FOR:
☐ PRELIMINARY
☐ BID SET
☒ CONSTRUCTION

SHEET

A3.0



2 EXTERIOR ELEVATIONS
SCALE: 3/8" = 1'-0"



1 EXTERIOR ELEVATIONS
SCALE: 3/8" = 1'-0"

KEYNOTES

X

1. LP SMART HZ10 LAP SIDING CEDARMILL 6-1/4", SEE LP SMART DETAIL SHEET A6.5 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
2. LP SMART REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH, SEE LP SMART DETAIL SHEET A6.5 - COLOR: SW 1015 SKYLINE STEEL
3. 3 1/2" LP SMART TRIM, SEE LP SMART DETAIL SHEET A6.5 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
4. 20 GAUGE METAL ACCENTS AND SOFFITS - COLOR: BLACK
5. INSULATED DARK BRONZE ALUMINUM WINDOWS WITH DUAL PANE TEMPERED GLASS
6. QUICKSERVE 48X48 WINDOW - COLOR: DARK BRONZE
7. AWNING BY OTHERS - COLOR: RED
8. INSULATED HOLLOW METAL DOOR AND FRAME - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
9. PEEP HOLE, BY DOOR MANUFACTURER
10. DOOR BELL
11. 20 GAUGE METAL PARAPET CAP
12. LINE OF ROOF BEYOND
13. ROOF TOP UNIT BEYOND, SEE MECHANICAL DRAWINGS
14. ROOF SCUPPER AND DOWNSPOUT, SEE DETAIL 8/A6.3
15. MAILBOX BY OWNER
16. WALL MOUNTED LIGHT FIXTURE, SEE ELECTRICAL DRAWINGS
17. LED LIGHT BAND, SEE ELECTRICAL DRAWINGS
18. SES PANEL, SEE ELECTRICAL DRAWINGS
19. ELECTRICAL OUTLETS, SEE ELECTRICAL DRAWINGS
20. HOSE BIBB, SEE PLUMBING DRAWINGS
21. SIGNAGE BY OTHERS, UNDER A SEPARATE PERMIT
22. CONNECT DOWNSPOUTS TO UNDERGROUND PIPING, REF. CIVIL.
23. SPANDREL GLASS

BAYLAND

BAYLAND BUILDINGS

P.O. BOX 13571 GREEN BAY, WI 54307
(920) 498-9300 FAX (920) 498-3033
www.baylandbuildings.com

DESIGN & BUILD GENERAL CONTRACTOR

PROPOSED BUILDING FOR:

SCOOTER'S COFFEE

CITY OF STEVENS POINT, WI; COUNTY OF: PORTAGE

SCALE VERIFICATION
THIS BAR MEASURES 1" ON ORIGINAL.
ADJUST SCALE ACCORDINGLY.

NOTICE OF COPYRIGHT
THESE PLANS ARE COPYRIGHTED AND ARE SUBJECT TO COPYRIGHT PROTECTION AS AN "ARCHITECTURAL WORK" UNDER SEC. 102 OF THE COPYRIGHT ACT, 17 U.S.C. AS AMENDED DECEMBER 1990 AND KNOWN AS ARCHITECTURAL WORKS COPYRIGHT PROTECTION ACT OF 1990. THE PROTECTION INCLUDES BUT IS NOT LIMITED TO THE OVERALL FORM AS WELL AS THE ARRANGEMENT AND COMPOSITION OF SPACES AND ELEMENTS OF THE DESIGN. UNDER SUCH PROTECTION, UNAUTHORIZED USE OF THESE PLANS, WORK OR BUILDING REPRESENTED, CAN LEGALLY RESULT IN THE CESSATION OF CONSTRUCTION OR BUILDINGS BEING SEIZED AND/OR MONETARY COMPENSATION TO BAYLAND BUILDINGS, INC.

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TOM AMBROSIOUS
(920) 371-2544

DRAWN BY: -

DATE: 2-17-2022

REVISIONS:

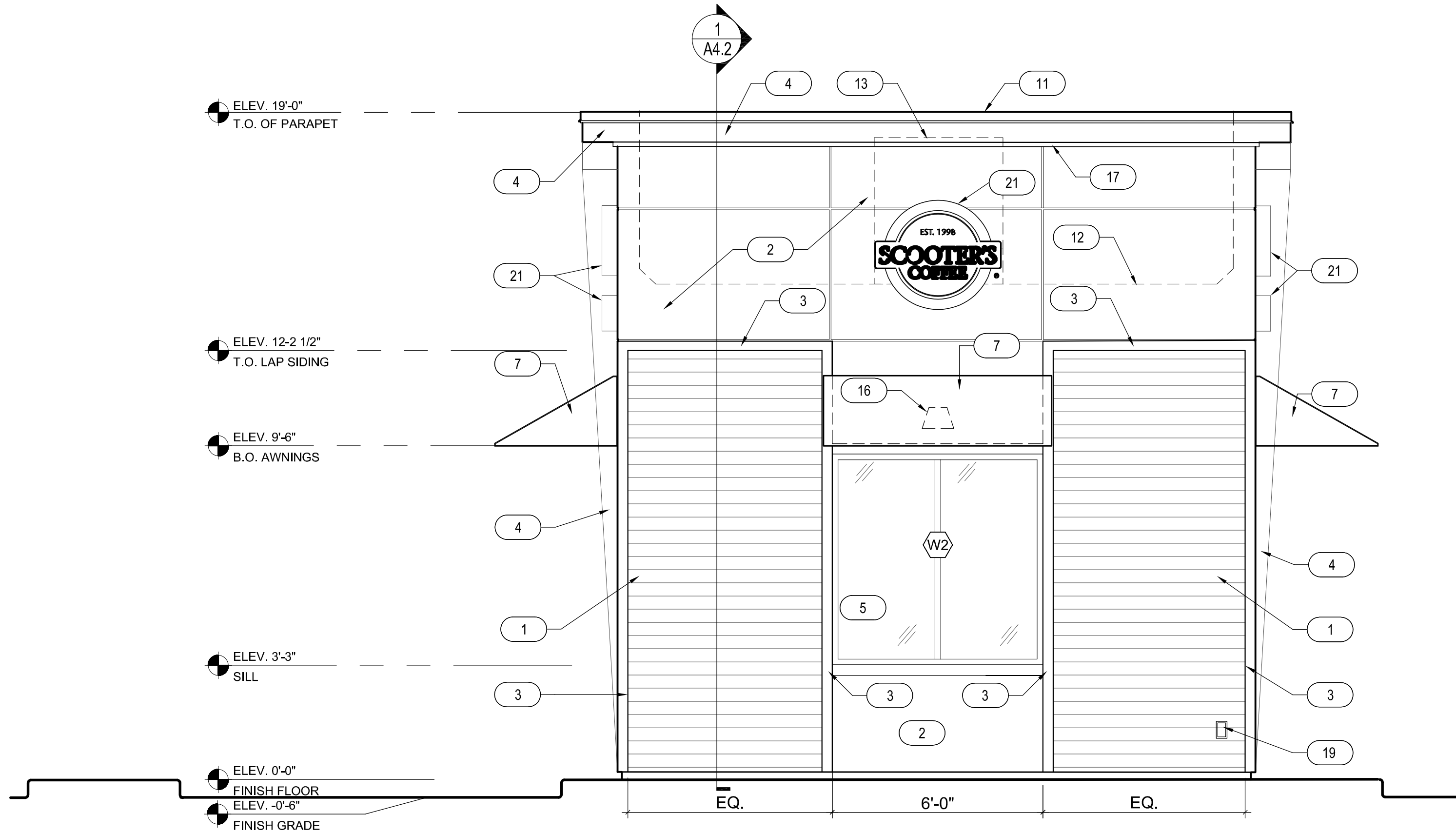
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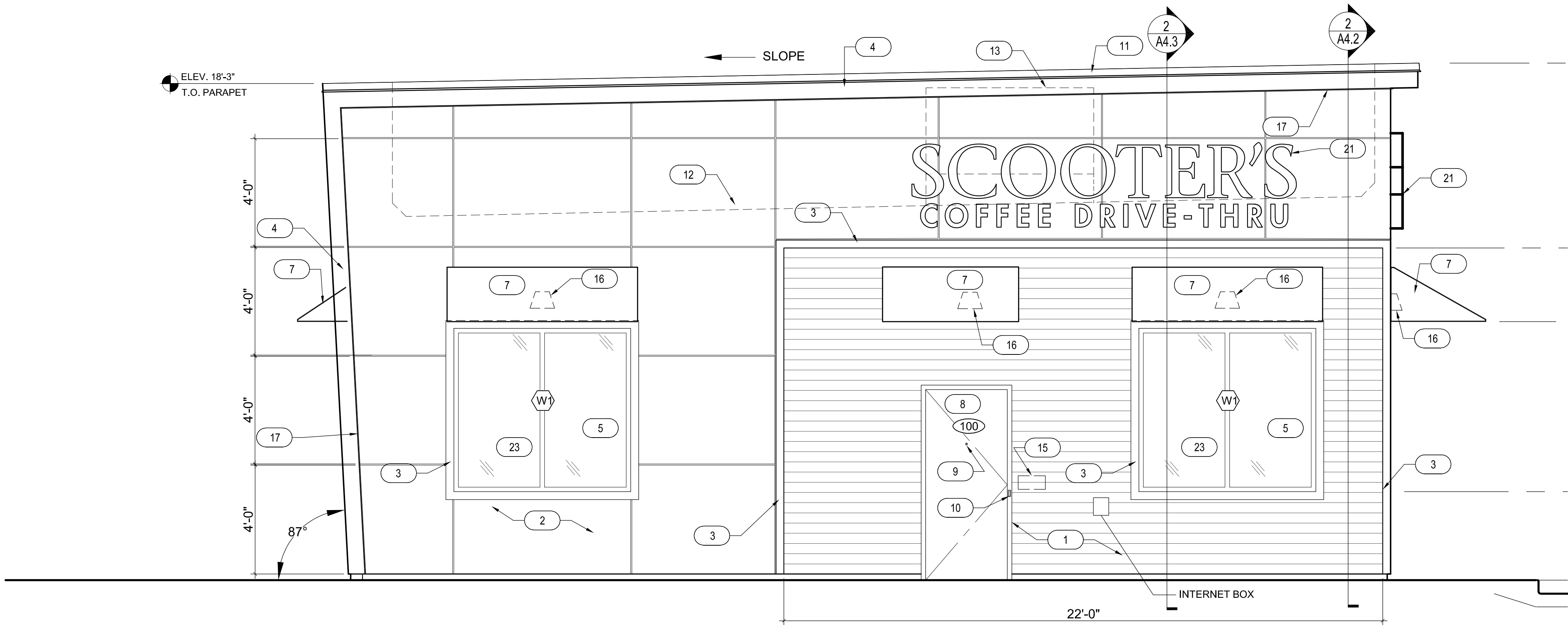
☐ PRELIMINARY
☐ BID SET
☒ CONSTRUCTION

SHEET

A3.1



2 EXTERIOR ELEVATIONS
SCALE: 3/8" = 1'-0"



1 EXTERIOR ELEVATIONS
SCALE: 3/8" = 1'-0"

KEYNOTES

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JOB NUMBER: -

SALES REP:
TOM AMBROSIUS
(920) 371-2544

DRAWN BY: -

DATE: 2-17-2022

REVISIONS:

NO.	DESCRIPTION	DATE
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ISSUED FOR:

☐ PRELIMINARY
☐ BID SET
☒ CONSTRUCTION

SHEET

A3.2



<u>EXISTING SITE DATA</u>			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	5.47	238,227	
TOTAL IMPERVIOUS	0.00	0	0.0%
LANDSCAPE/ OPEN SPACE	5.47	238,227	100.0%

<u>PROPOSED SITE DATA (INCLUDING FUTURE)</u>			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	5.47	238,227	
TOTAL IMPERVIOUS	4.38	190,582	80.0%
LANDSCAPE/ OPEN SPACE	1.09	47,645	20.0%

FOR PROPOSED SITE DATA TABLE FUTURE DEVELOPMENT ASSUMED TO BE 80% IMPERVIOUS AND 20% GREEN SPACE

FOR PROPOSED SITE DATA TABLE FUTURE DEVELOPMENT
ASSUMED TO BE 80% IMPERVIOUS AND 20% GREEN SPACE

PROFESSIONAL SEARCH

SHEET DATES

SHEET ISSUE FEB. 1, 2023

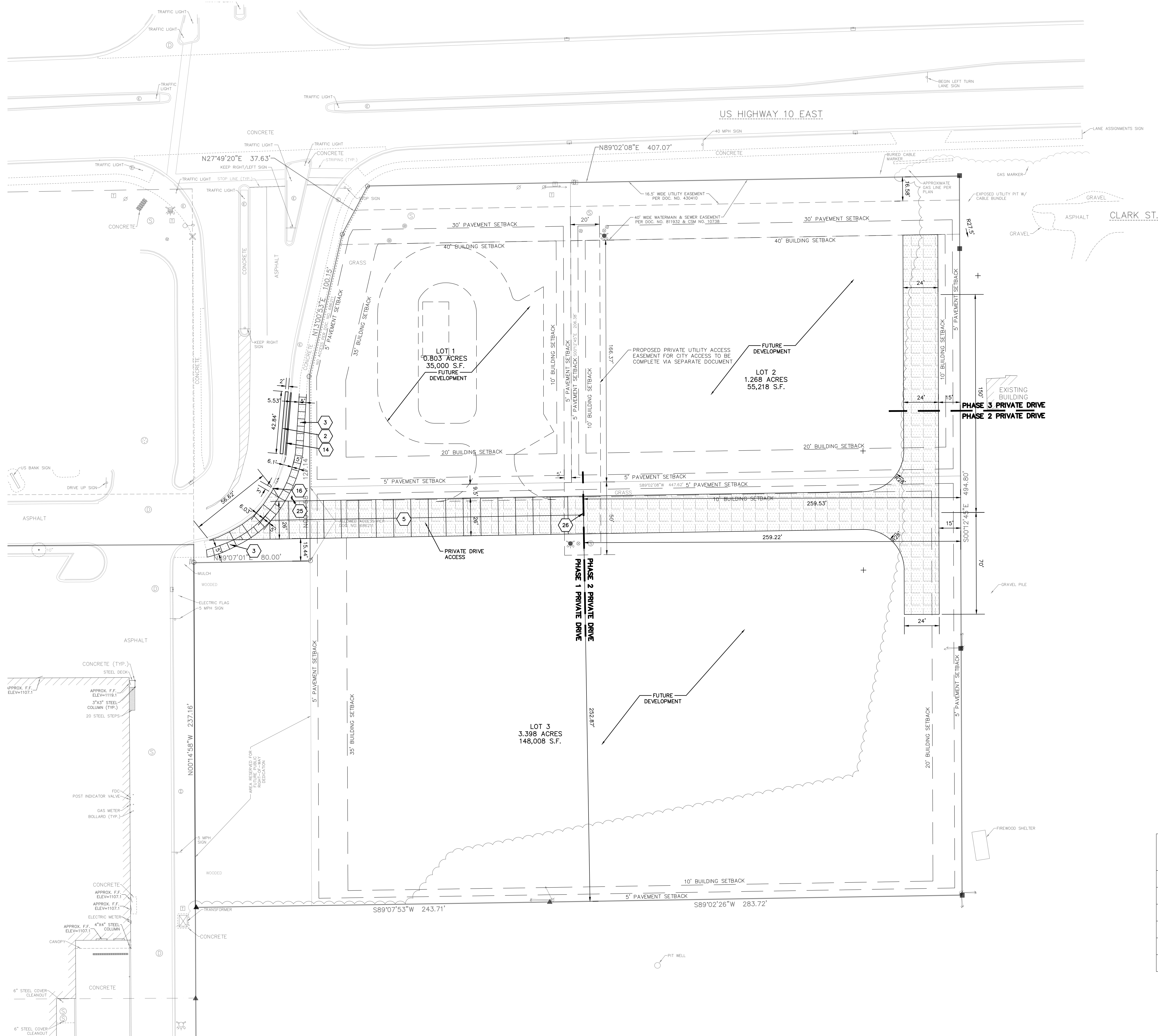
REVISION

JOB NUMBER

2253720

SHEET NUMBER

C1.1



SITE PLAN KEYNOTES

2	HEAVY DUTY ASPHALT SECTION (TYP.)
3	PUBLIC CONCRETE SIDEWALK (TYP.)
5	HEAVY DUTY CONCRETE (TYP.)
14	24" CURB & GUTTER (TYP.)
16	CURB TAPER (TYP.)
25	STOP SIGN (TYP.)
26	CONSTRUCT PRIVATE DRIVE FROM WEST UP TO PHASE 1

PAVEMENT HATCH KEY:

 HEAVY DUTY ASPHALT
 PUBLIC CONCRETE SIDEWALK
 HEAVY DUTY CONCRETE

1" = 30'

30' 0 30' 60'

SCALE FEET

NORTH

CIVIL SITE PLAN

Itemized cost of Erosion Control:

Inlet Protection = \$250 ea. x 4 = \$1,000
Silt Fence= \$1 per LF x 2150' = \$2,150
Sediment Log/Ditch Check = \$250 ea. x 8 = \$2,000
Stabilized Tracking Pad = \$1000 ea. x 1 = \$1000
Erosion Matting = \$2/SY x 3,680 SY = \$7,360
Total Erosion Control Cost Estimate = \$13,510

CONSTRUCTION SEQUENCE

CONSTRUCTION START: TBD
CONSTRUCTION END: TBD

PHASE	TYPE OF ACTION
1. PRE-CONSTRUCTION ACTION	1. CONTRACTOR TO CALL DIGGERS HOTLINE AT A MINIMUM OF 3 DAYS PRIOR TO CONSTRUCTION. 2. PLACE ALL SILT FENCE. 3. CONSTRUCT TRACKING STONE ENTRANCES AND ANY TEMPORARY CONSTRUCTION ROADWAYS AS NEEDED. 4. CONSTRUCT PERMANENT DETENTION BASINS AND PERMANENT STORMWATER CONVEYANCE SYSTEMS. PROTECT BASIN AREA FROM COMPACTION. 5. PLACE SILT FENCE AROUND THE BOTTOM OF THE BASIN TO AVOID CLOSING DURING CONSTRUCTION. 6. CONSTRUCT TEMPORARY SEDIMENT TRAPS, SEDIMENT BASINS, AND ANY TEMPORARY STORMWATER CONVEYANCE SYSTEMS AS NEEDED. 7. 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. FINAL LOCATION BY CONTRACTOR (VERIFY W/ OWNER), PROVIDE PERIMETER SILT FENCE UNTIL STABILIZED. 3. BEGIN MASS EARTH WORK. 4. CONSTRUCT ANY REMAINING STORMWATER CONVEYANCE SYSTEMS, AND INSTALL ALL OTHER UTILITIES ON SITE. 5. PLACE GRAVEL FOR ALL PROPOSED PAVEMENT AREAS. 6. TOPSOIL, SEED, AND MULCH ALL DISTURBED AREAS OUTSIDE THE PROPOSED PAVEMENT AREAS. 7. POUR DRIVEWAYS, SIDEWALKS, ETC. 8. TOPSOIL, SEED, AND MULCH ALL OTHER DISTURBED AREAS. PLACE EROSION MATTING. DO NOT PLACE ON DETENTION BASIN BOTTOM 9. ONCE SITE IS STABILIZED, REMOVE SILT FENCE FROM AROUND THE DETENTION BASIN.
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.

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

NOTES:

- 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:

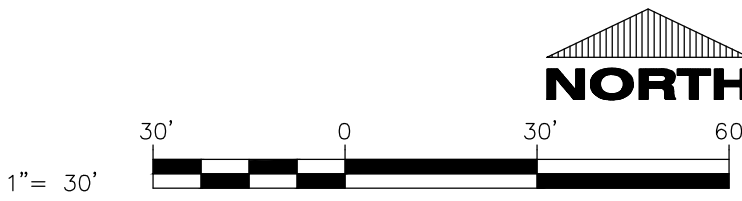
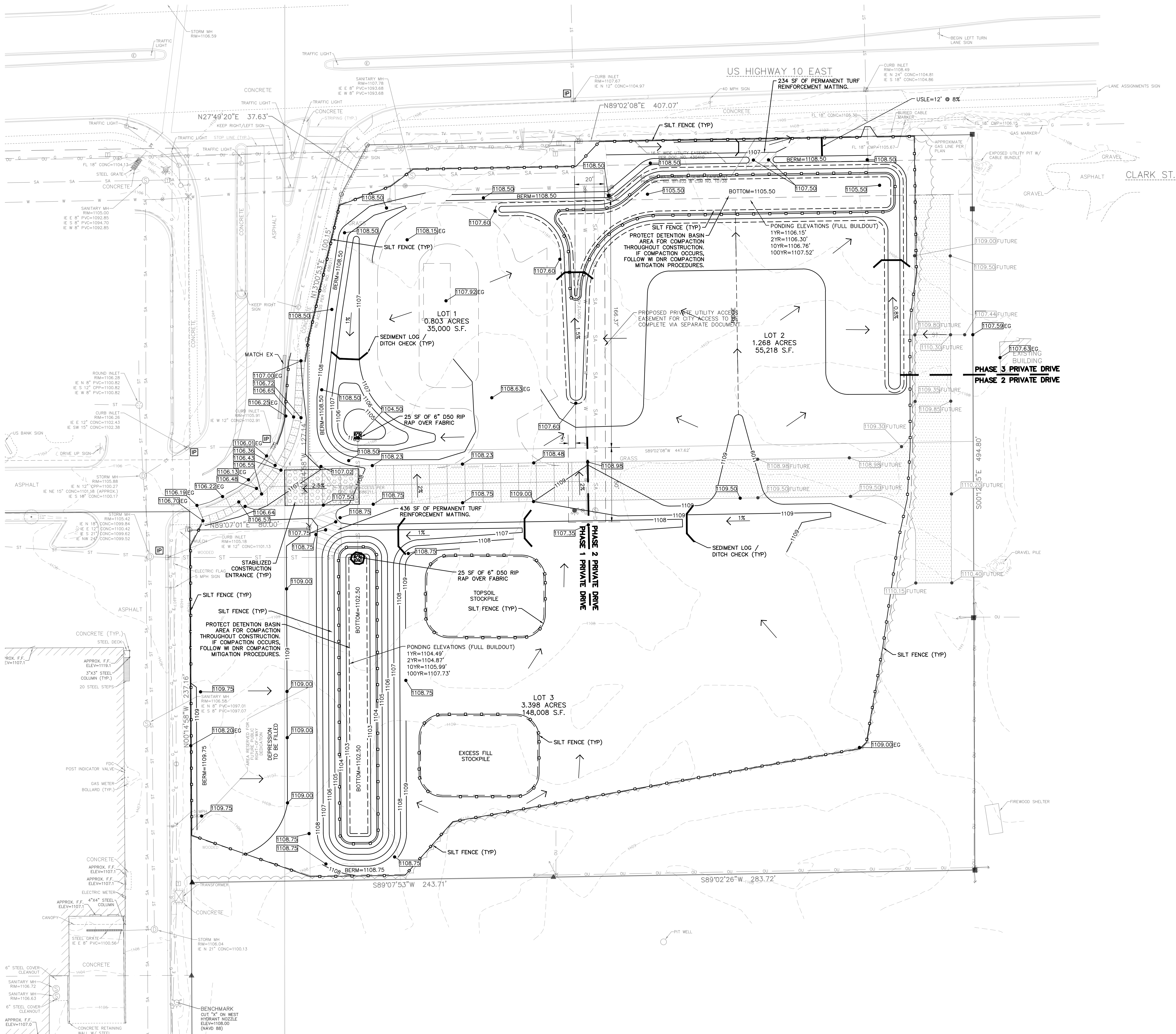
CONTRACTOR SHALL PROVIDE STABILIZED CONSTRUCTION ENTRANCE AT CONSTRUCTION ENTRANCE FOR PROPOSED IMPROVEMENTS AS REQUIRED PER CODE.

CONCRETE WASHOUT NOTE:

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

Compaction Mitigation – If the active infiltration area is graded the effects of compaction shall be mitigated using the following methods:

- Incorporate soil additives consisting of two inches of compost mixed into two inches of topsoil.
- The soil mix (V.C.3.b.1) shall be incorporated into the existing soil using a chisel plow or rotary device with the capability of reaching to 12 inches below the existing surface.
- The compost component shall meet the following WDNR Specification S100 Compost.



CIVIL GRADING AND EROSION CONTROL PLAN



Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

PROPOSED DEVELOPMENT FOR:
CORTA DEVELOPMENT
5707 US HIGHWAY 10 • STEVENS POIN, WI 54482

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE FEB. 1, 2023

REVISIONS

JOB NUMBER

2253720

SHEET NUMBER

C1.2

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



Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

PROPOSED DEVELOPMENT FOR:
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PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE FEB. 1, 2023

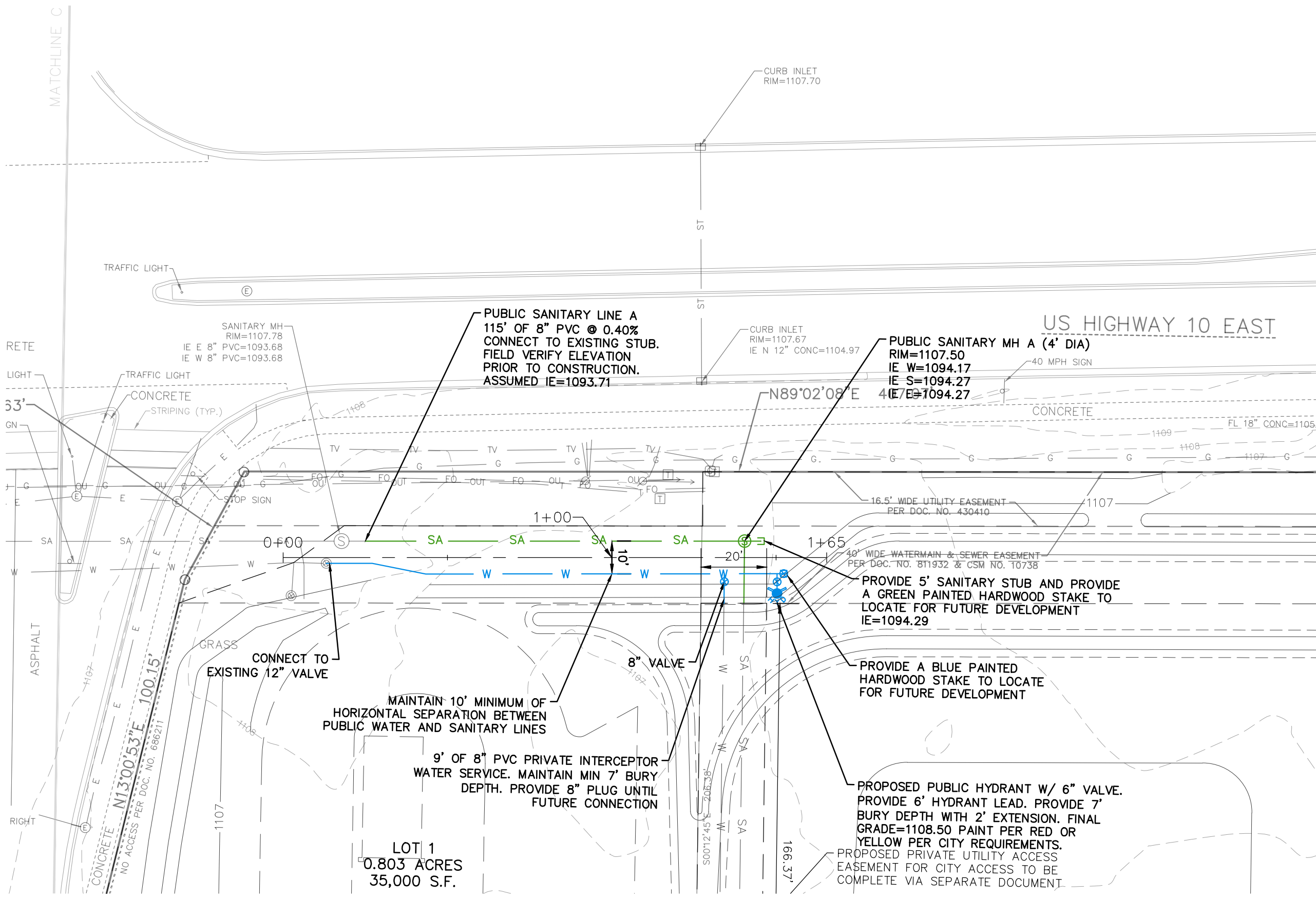
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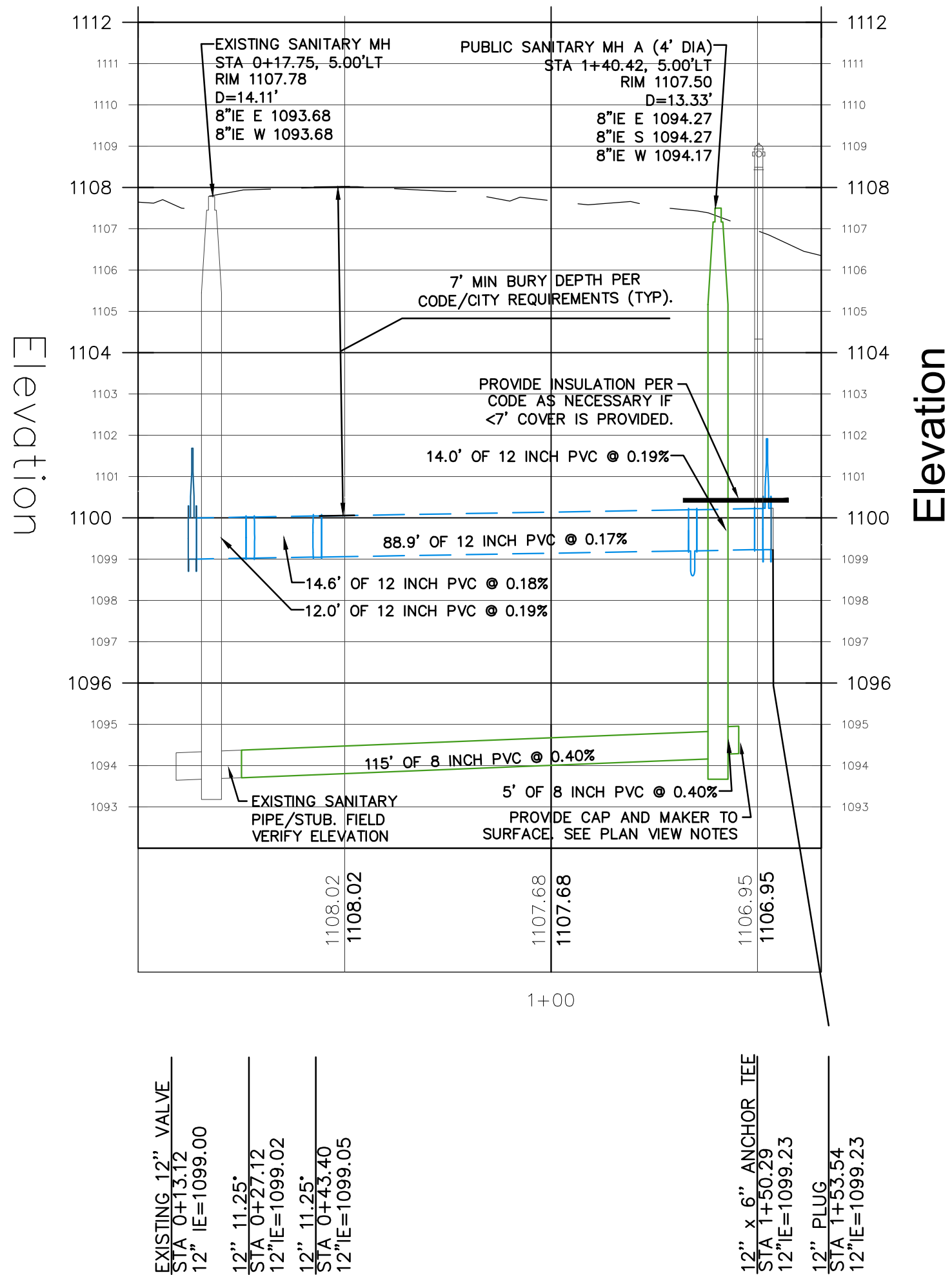
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PLAN VIEW

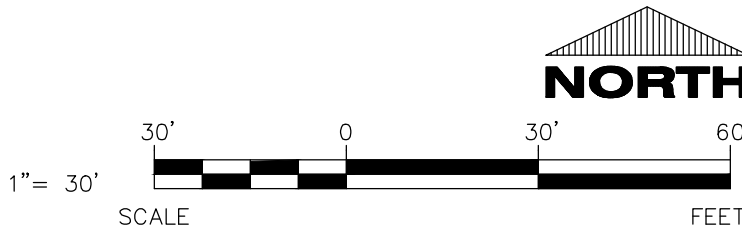
HORIZONTAL: 1"=30'



PROFILE VIEW

HORIZONTAL: 1"=30'

VERTICAL: 1"=3'



CIVIL PUBLIC UTILITY PLAN & PROFILE

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



Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

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PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE FEB. 1, 2023

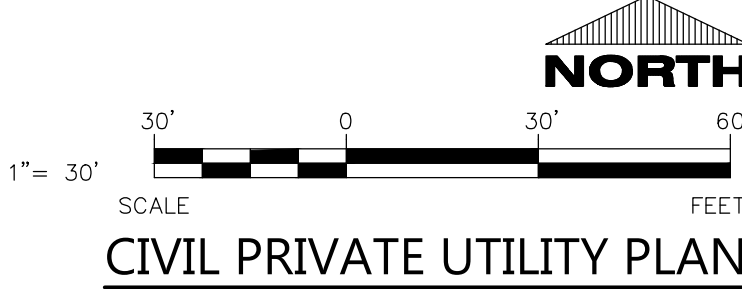
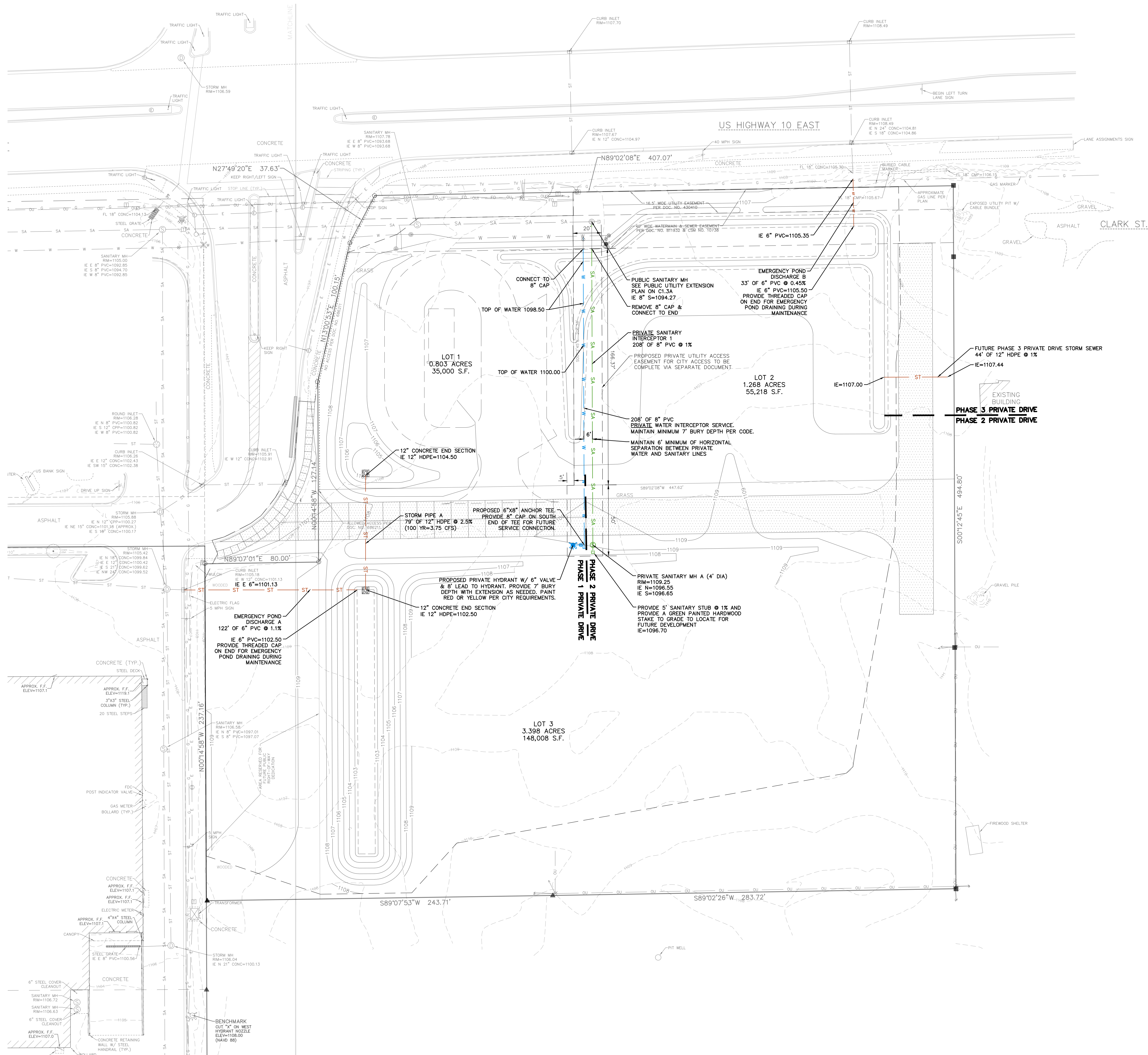
REVISIONS

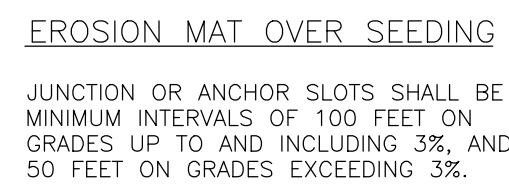
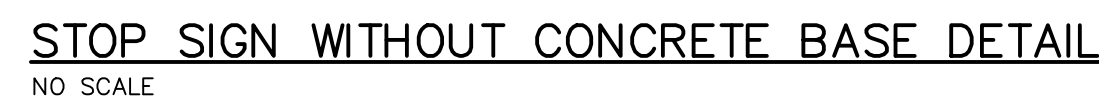
JOB NUMBER

2253720

SHEET NUMBER

C1.3B





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



Administrative Staff Report

Sign Variance

5657 U.S. Highway 10 East

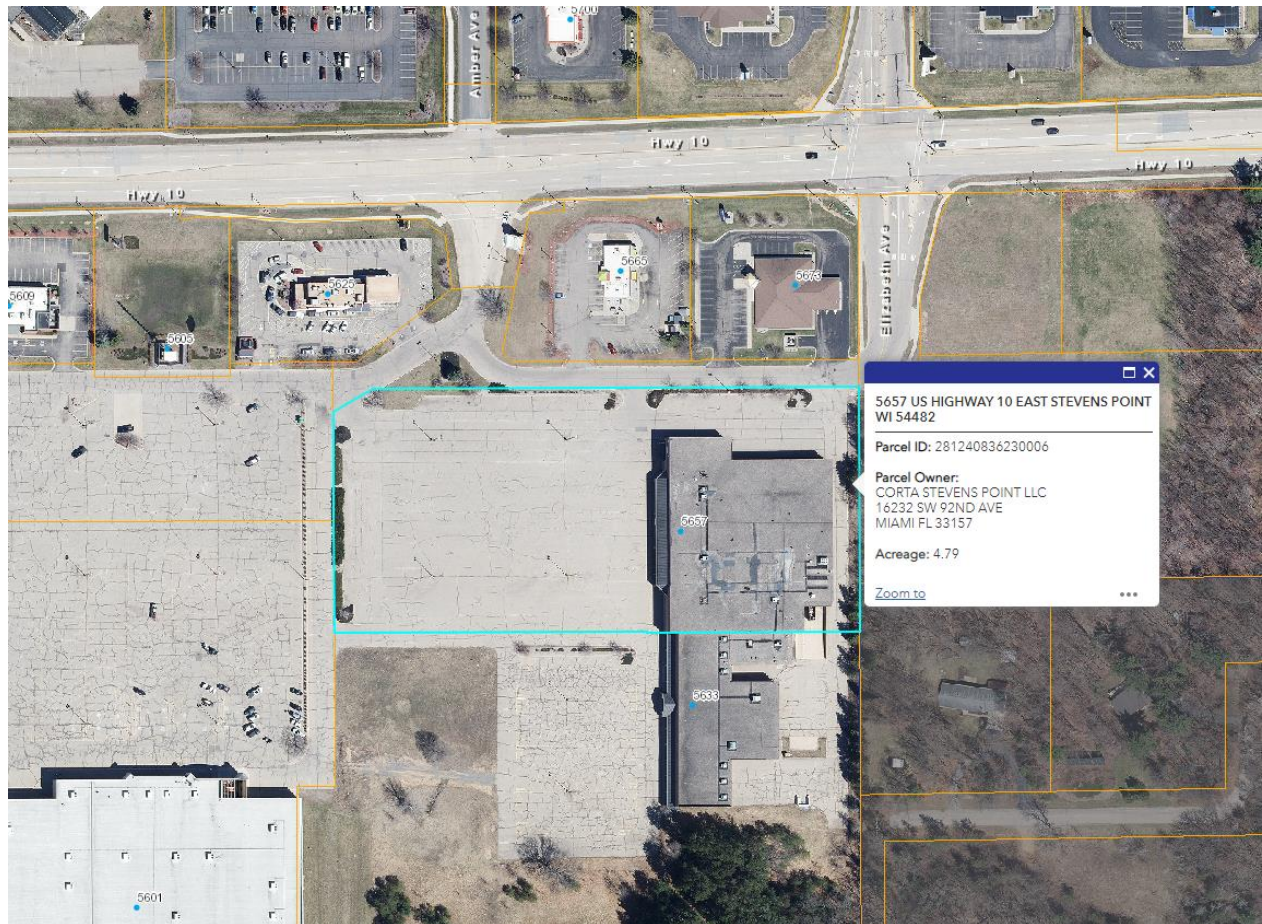
February 6, 2023



Department of Community Development

Applicant(s): - Angela McEathron, representing CORTA Stevens Point, LLC Staff: - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240836230006 Zone(s): "B-5" Highway Commercial Master Plan: - Commercial / Office / Multi-Family Council District: - District 9 Ald. Kneebone Lot Information: - Lot Size: 208,532 sq. ft. (4.787 ac.) Current Use: - Commercial/Retail (Vacant) Applicable Regulations: - Chapter 25	Request A request from Angela McEathron, representing CORTA Stevens Point LLC, for a sign variance to install a wall sign on the property located at 5657 U.S. Highway 10 East (Parcel ID 281240836230006), consistent with Ch. 25.14. Attachment(s) - Application - Sign Package Findings of Fact - The applicant is requesting to install one wall sign on the west facing wall of the building. - The requested sign is proposed to be 200 square feet in size and will coincide with a new commercial tenant occupying the building. - The subject property is zoned "B-5" Highway Commercial. - Under a literal application of the City's Sign Code, the subject property would be permitted zero square feet of wall signage. - A sign variance can be requested provided that a hardship claim is valid, a unique property limitation exists and that the requested deviations will not negatively impact the surrounding area. - The Plan Commission and Common Council may attach additional conditions onto this request. Staff Recommendation Approve the sign variance to install a wall sign on the property located at 5657 U.S. Highway 10 East (Parcel ID 281240836230006), subject to the following conditions: - A sign permit shall be obtained prior to signage installation. - Staff shall have the ability to approve minor amendments to the approved sign package.
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Vicinity Map



Background

Overview: The applicant is requesting to install one wall sign on the west facing wall of the building located at 5657 U.S. Highway 10 East. The requested sign, proposed to be 200 square feet in size, will compliment with a new commercial tenant – Hobby Lobby – that will occupy the building in the near future.

When reviewing wall signage requests, there are generally two Sign Code provisions that apply. The first relates to commercial buildings where more than one tenant occupies a building. Under this scenario, one wall sign is permitted for each tenant at a size not to exceed 100 square feet. While more than one commercial tenant will occupy the building where Hobby Lobby is proposed – two commercial tenant spaces are located within the southern half of the building – the key detail to acknowledge is that Hobby Lobby and the two commercial tenant spaces farther south, while located within the same building, are located within separate parcels. For the aforementioned 100 square foot wall sign provision to apply, all commercial tenants must be located within the same parcel. Therefore, the 100 square foot provision for wall signage would not apply.

The second Sign Code provision relates to parcels with a standalone retail store or service establishment. For the “B-5” Highway Commercial District, the zoning classification of the subject property, one square foot of wall signage is permitted per one lineal foot of street frontage. While Hobby Lobby is the sole commercial establishment on the subject property, it does not directly abut any neighboring streets (i.e., U.S. Highway 10 East, Amber Avenue and Elizabeth

Avenue). Access to Hobby Lobby will come way of private driveways that connect to the aforementioned streets. As the subject property does not directly abut any streets (i.e., zero feet of street frontage), it would be permitted zero square feet of wall signage.

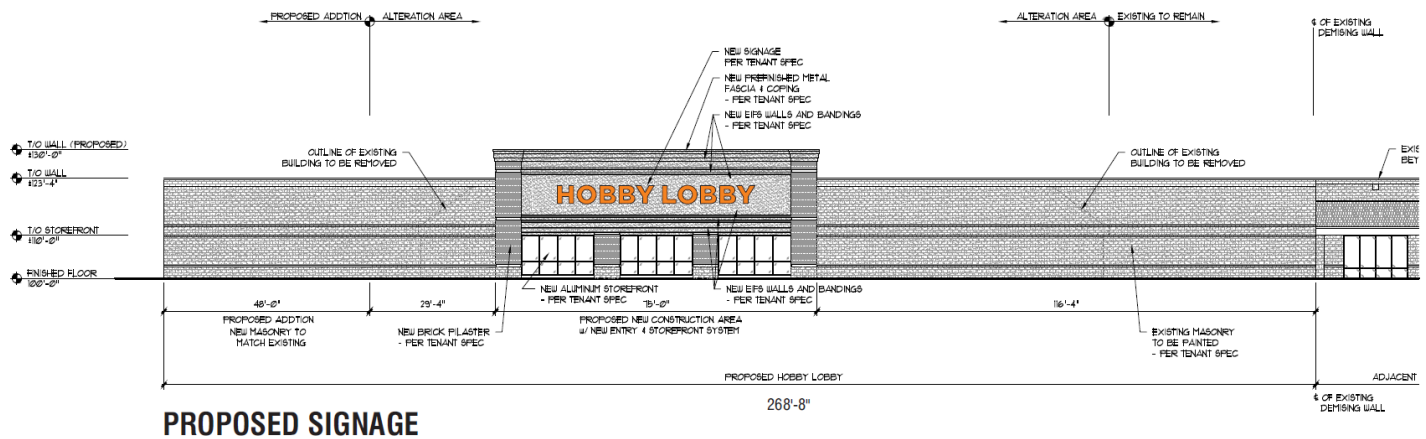
The City's Sign Code allows for deviations in Sign Code requirements to be applied for by way of a sign variance. The standards of review identified below, as outlined within the Sign Code, must all be met in order for a variance request to be granted.

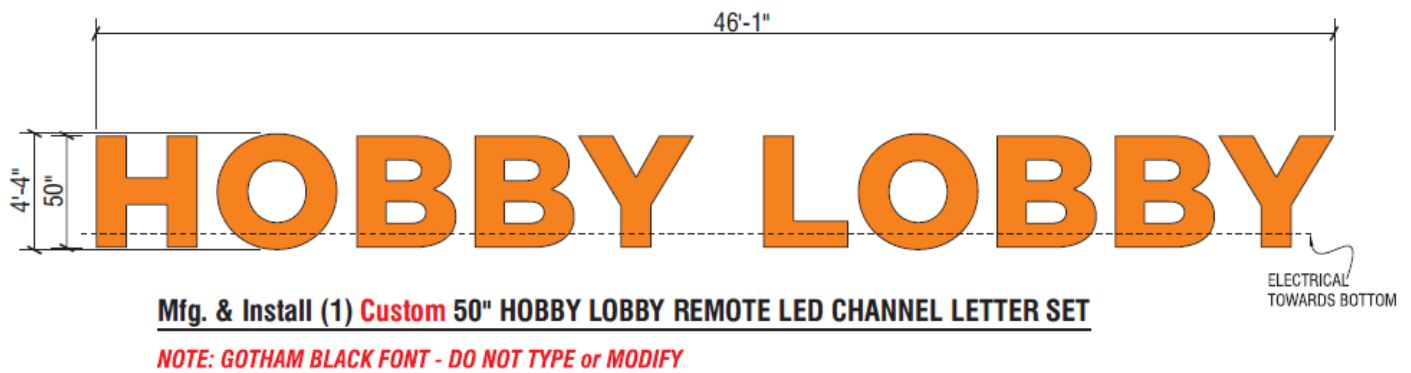
Chapter 25.14 Appeals

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

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

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





Standards of Review

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

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

Analysis: As outlined above, a commercial building that accommodates more than one tenant is permitted to have one, 100 square foot wall sign for each retail or service establishment. According to the City's Sign Code, the 100 square foot code provision for wall signage would apply for a concentration of commercial tenants all located within the same building and parcel. While three tenant spaces will exist within the building housing Hobby Lobby, this building spans across two parcels. Therefore, the 100 square foot code provision for wall signage would not apply.

For standalone businesses on a parcel, an infinite number of wall signs are permitted provided that the cumulative size of wall signage does not surpass the amount of street frontage that the property abuts. As the subject property does not directly abuts any public streets, Hobby Lobby would be permitted zero square feet of wall signage under a literal application of the Sign Code.

Findings: Signage is consequential for the long-term health of a commercial store. It is intended serve a multitude of functions, ranging from advertisement, identification and navigation. As part of the off-premise sign request approved by the Common Council in December 2022, Hobby Lobby will have signage on the approved freestanding sign. However, wall signage would not be permitted based on the regulations of the City's Sign Code. Not only do I believe that not allowing wall signage for a commercial store is a clear example of a hardship, but a wall sign for Hobby Lobby is necessary to better identify its location within the area given the dense congregation of retail and service establishments.

2. **Hardship caused the sign user under a literal interpretation of the Ordinance is due to conditions unique to that property and does not apply generally to the City.**

Analysis: The building that will house Hobby Lobby spans across two parcels. Hobby Lobby will be located on the property located at 5657 U.S. Highway 10 East, while the two planned tenant spaces farther south in the building will be located on the property located at 5633 U.S. Highway 10 East.

Findings: The area to the south and east of the intersection of U.S. Highway 10 East houses several commercial uses. As part of the commercial revitalization of this area, orchestrated by CORTA Development LLC, reconfigurations of lot lines took place to create lots for future development (e.g., 5605 U.S. Highway 10 East). While parcels were created in this area, please note that the lot line splitting the building accommodating Hobby Lobby has existed for several decades.

Additionally, it is important to acknowledge the rarity of parcels not having any street frontage. Not only is having street frontage a requirement per the City's Zoning Code, but is a requirement for the creation and reconfiguration of parcels per the City's Subdivision Ordinance. At quick glance, there are two other developed parcels located within City limits that does not abut any streets. Both of these parcels are used for residential purposes. Therefore, staff believes that the characteristics of the subject property are unique and longstanding to warrant deviations from wall signage requirements.

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

Analysis: The proposed wall sign, while slightly larger than other wall signs permitted in the area, complement the anchor store that Hobby Lobby represents for this development area. Additionally, the proposed sign is roughly 1,000 feet from the Brilowski Road Right-of-Way and will not negatively impact motorists driving along this corridor.

Findings: Staff believes that the proposed sign is consistent with wall signage for commercial operations, and would not negatively impact surrounding businesses and uses.

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

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

Findings: The proposed sign would meet the intent of the City's Sign Code to better attract customers to the proposed retail use. Additionally, the proposed sign would improve the navigability of the area by better differentiating the different commercial tenants that are located within and around the subject property.

Photos





APPLICATION FOR A SIGN VARIANCE

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

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

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	SignArt Company Inc (Angela McEathron)	Contact Name	
Address	2933 Mondovi Rd	Address	
City, State, Zip	Eau Claire WI 54701	City, State, Zip	
Telephone	715.834.5127 / 715.379.0879	Telephone	
Fax		Fax	
Email	amceathron@signartusa.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	CORTA STEVENS POINT LLC	Owner's Name	
Address	16232 SW 92ND AVE	Address	
City, State, Zip	MIAMI, FL 33157	City, State, Zip	
Telephone	404-625-5119	Telephone	
Fax		Fax	
Email	cpresnick@cortadev.com	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281-24-0836230019		
Legal Description of Subject Property		
LOT 3 CSM#011716 DOC-893357 BNG PRT SWNW S36 T24 R8;ACC ESMTS 510369&512207; DRNG ESMT 884245 10.271A 892218;892219;892220		
Current Use of Property		Current Zoning of Property
Retail Shopping Center		
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		
Yes. The sign code it is preventing the allowance of building signage for Hobby Lobby. Sign code requirements as stated below: 1. Wall signs shall not exceed one square foot of sign area per lineal foot of street frontage. For example, a parcel that has 200 feet of street frontage would be permitted 200 square feet of wall signage. As the Hobby Lobby parcel does not abut any streets, a literal application of the Sign Code would allow for 0 sq ft of wall signage. 2. For shopping centers, defined as the concentration of retail/service tenants within one building, each tenant is allowed up to 100 square feet of wall signage. While Hobby Lobby would be located in a building with other tenants to its south, there is a lot line running through said building that separates Hobby Lobby from the other tenant spaces within the building. In short, the shopping center designation would not apply due to this property line running through the building. Given the circumstances outlined above, a variance is required. A hardship can be claimed in stating that the commercial tenant would not be allowed any wall signage under a literal application of the existing sign code.		

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

No. Other businesses are allowed building signage and this request would not be detrimental to other property owners in the vicinity.

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

1. Wall signs shall not exceed one square foot of sign area per lineal foot of street frontage. For example, a parcel that has 200 feet of street frontage would be permitted 200 square feet of wall signage. As the Hobby Lobby parcel does not abut any streets, a literal application of the Sign Code would allow for 0 sq ft of wall signage.
2. For shopping centers, defined as the concentration of retail/service tenants within one building, each tenant is allowed up to 100 square feet of wall signage. While Hobby Lobby would be located in a building with other tenants to its south, there is a lot line running through said building that separates Hobby Lobby from the other tenant spaces within the building. In short, the shopping center designation would not apply due to this property line running through the building.

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

No. It would simply allow signage for Hobby Lobby.

Current Zoning Surrounding Subject Property

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

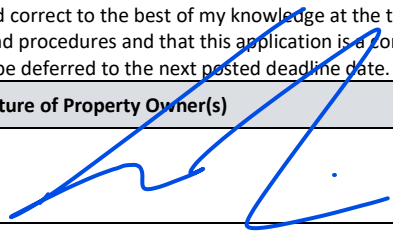
North:		South:	
East:		West:	

EXHIBITS

Letter to District Alderperson Mary Kneebone - emailed 12.14.2022	☒	Additional Exhibits If Any:
Map / Site Plan (designating location of the sign(s))	☒	
Sign Rendering(s) (includes sign dimensions, size & graphics)	☒	

CERTIFICATION AND SIGNATURE

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>Angela McCathron</i>	12.14.2022		12/15/22

From: [Angela McEathron](#)
To: [District 7](#)
Cc: [Adam Kuhn](#)
Subject: [External] Variance Letter: Hobby Lobby - Stevens Point (5601 Highway 10 E)
Date: Wednesday, December 14, 2022 1:37:50 PM
Attachments: [image001.jpg](#)
[AD-HBY-100900-220620-2 .pdf](#)

Hi Alder Kneebone,

I am writing this letter as part of the requirements of applying for a variance. Hobby Lobby will be occupying a space at the East Pointe Plaza and is looking to add signage to their front entrance elevation. Due to a loophole that exists within the sign code it is preventing the allowance of said signage. Sign code requirements as stated below:

1. Wall signs shall not exceed one square foot of sign area per lineal foot of street frontage. For example, a parcel that has 200 feet of street frontage would be permitted 200 square feet of wall signage. As the Hobby Lobby parcel does not abut any streets, a literal application of the Sign Code would allow for 0 sq ft of wall signage.
2. For shopping centers, defined as the concentration of retail/service tenants within one building, each tenant is allowed up to 100 square feet of wall signage. While Hobby Lobby would be located in a building with other tenants to its south, there is a lot line running through said building that separates Hobby Lobby from the other tenant spaces within the building. In short, the shopping center designation would not apply due to this property line running through the building.

We will be pursuing a variance to allow for this signage. Please reach out if you have any questions.

Thank you,

Angela McEathron
amceathron@signartusa.com
M: 715.379.0879

Signart Email Signature REV F 1-29-16

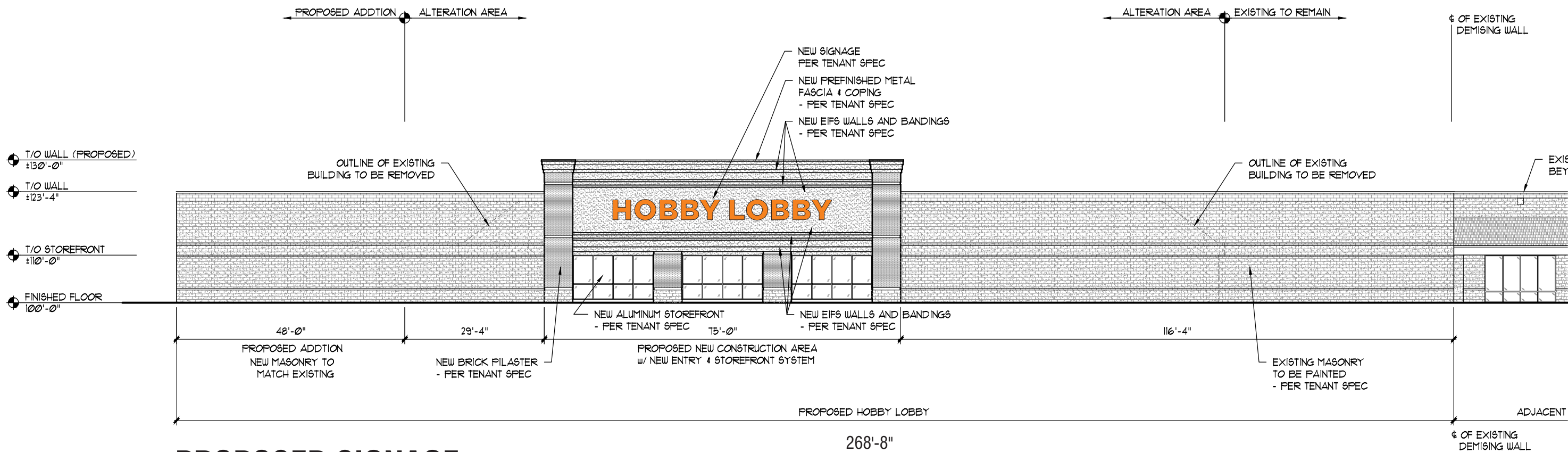


EXISTING



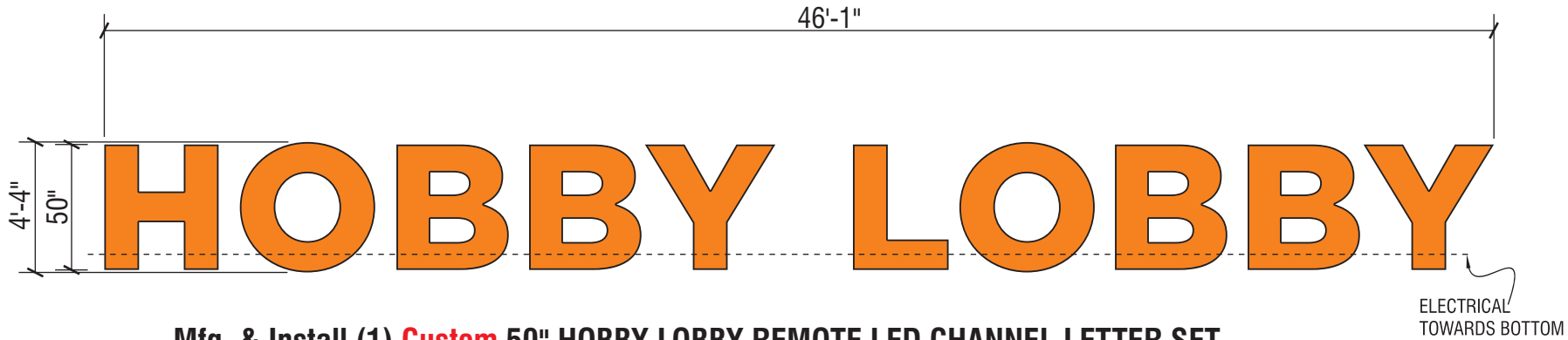
SCOPE OF WORK

- 1. INSTALL NEW CUSTOM 50" CHANNEL LETTERS AS SHOWN



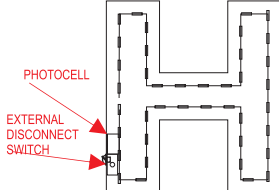
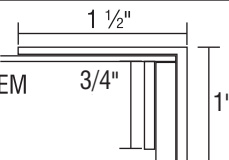
PROPOSED SIGNAGE

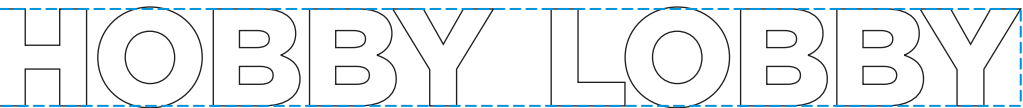
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Mfg. & Install (1) Custom 50" HOBBY LOBBY REMOTE LED CHANNEL LETTER SET

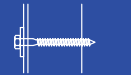
NOTE: GOTHAM BLACK FONT - DO NOT TYPE or MODIFY

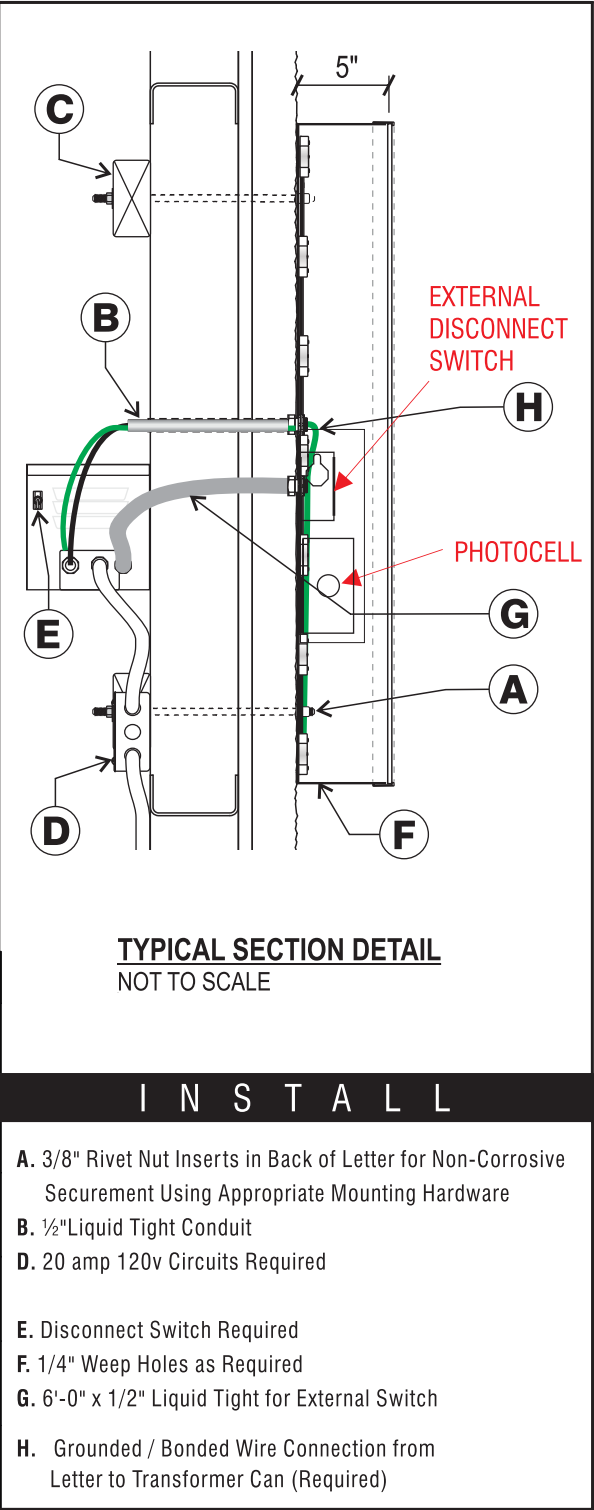
1 FACE: MATERIAL: .177 TUFF-GLASS COLOR: #2119 ORANGE	2 RETURNS: MATERIAL: PRE-PAINTED BLACK .050 ALUM. SIZE: 5" COLOR: Semi-Gloss Black (Outside) White (Inside)	3 ILLUMINATION: MATERIAL: GE SIZE: TBD COLOR: Red/Orange (TBD) ROW of LED'S PER LTR	7 LEDS: 
4 RETAINERS: MATERIAL: RETAINER SYSTEM COLOR: BLACK 	5 BACKS: MATERIAL: 3mm ACM COLOR: Semi-Gloss White (Both Sides) BACKS ARE RIVETED TO RETURNS	6 ELECTRICAL: TRANSFORMERS: (3) 12-60U TOTAL amps: 1.95 AMPS	



BOXED SQUARE FOOTAGE = 199.69 SF



APPROVED FASTENER SCHEDULE		
	3/8" - 1/2" LAG SCREW UNIVERSAL	FOR USE WITH WOOD OR EIFS WALL SYSTEMS. 1 1/2" MIN PENETRATION (EXCLUDING TIP)
	1/4" - 3/8" THREADED ROD UNIVERSAL	FOR USE WITH METAL, WOOD, CONCRETE BLOCK OR EIFS WALL SYSTEMS
	3/8" RED HEAD L.D.T. (LARGE DIAMETER TAPCON)	FOR USE WITH CONCRETE BLOCK, BRICK OR CONCRETE. EMBED A MIN. OF 2 1/2".
	3/8" DIA. HILTI HCL SLEEVE ANCHOR	FOR USE WITH CONCRETE, MASONRY AND BRICK. EMBED A MIN. OF 3 3/8".
	3/8" DIA. LAG WITH 3/8" SHIELD & WASHER	FOR USE WITH CONCRETE, MASONRY AND BRICK - EMBED A MIN. OF 2"
	#10 (3") HEX SCREW W/ FENDER WASHER INTO PLASTIC WALL ANCHOR	USE WITH CONCRETE, MASONRY & BRICK. FOR USE WITH SMALL/LIGHTWEIGHT LETTERS & CABINETS



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Community Development Report, December 2022

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees
Single Family	1	1430 Torun Rd #100	\$4,500.00	\$1,323.00
Two-Family	-	-	-	-
Multi-Family	-	-	-	-
Commercial/Industrial	3	The Grove, Townhome #1-3 (ELE) 1300 Maria Dr	\$280,000.00	\$1,819.51
	1	Great Northern Distilling (HVAC) 1011 Second St	\$111,700.00	\$1,521.20

Additions or Alterations	# of Permits	Declared Valuation	Fees
Residential	66	\$442,591.17	\$3,675.78
Commercial	24	\$560,441.00	\$4,377.47

Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Valuation	YTD Fees
95	\$1,399,232.17	\$12,716.96	1624	\$98,389,093.79	\$389,443.51

2021	1527	\$46,034,305.79	\$244,017.77
2020	1473	\$154,757,857.19	\$368,925.30
2019	1449	\$107,665,108.50	\$446,123.25

Violation Report

New Code Cases		
Abandoned Vehicle on Property	2	
Bulk Waste at Curb Early	8	
Commercial Building Violation	1	
Construction Work Without Permits	4	
Debris on Property	7	
Exterior Violations on House	1	
Illegal Pets or Livestock	0	
Illegal Use of Occupancy	0	
Improper Signage	0	
Infestation	0	
Interior Housing Violations	4	
Property Encumbrance	0	
Public Works Violation	0	
Snow & Ice Removal - Sidewalk	89	
Tall Grass or Noxious Weeds	0	
Trash Containers Improperly Stored	5	
Trash/Litter	0	
Unsanitary/Unsafe Conditions	1	
Vacant Building/Home	0	
Vehicle Parked on Grass	12	
Vision Obstruction in Roadway or Intersection	1	
Zoning Violations	0	
Total Violations / Total Service Fees Billed	135	\$1,350
Voluntary Compliance Rate for Tagged/Verbal	9/10	90%

+ Referred to another department