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.

AGENDA

CITY PLAN COMMISSION

Members

- Mayor Wiza
- Alderperson Kneebone
- Commissioner Arntsen
- Commissioner Beacom
- Commissioner Cooper
- Commissioner Rice
- Commissioner Schuler

Date and Time:	December 4, 2023 6:00 PM	**Location:**	Community Room 933 Michigan Avenue, Stevens Point, WI OR Zoom Teleconferencing Meeting ID: 863 5347 9005 Passcode: 744752 By Computer: https://us02web.zoom.us/j/86353479005?pwd=WWtRZEZLSDdudFZwRUVER By Phone: +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on:

2. Report of the November 6, 2023 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Wayne Bushman, representing Sunrise Pointe Ventures, LLC, for a conditional use permit to construct five self-service storage buildings on the property located at 5001 Joerns Drive (Parcel ID 281230802200042), consistent with Ch. 23.01(14)(f).
4. Public Hearing and action on a request from Alex Bruder, representing Midwest Heritage Inn of Stevens Point, LP, for a conditional use permit to install an off-premises sign on an unaddressed parcel off of U.S. Highway 10 East (Parcel ID 281240835240004), consistent with Ch. 23.02(2)(a)(3)(j).

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

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

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

5. A request from the City of Stevens Point to purchase the property located at 4213 Simonis Street (Parcel ID 281240834200101) and an unaddressed parcel off of Ridge Court (Parcel ID 281240834200104).

6. Housing Affordability Report for Permit Year 2022.

7. Presentation on the creation of a citywide historic preservation plan.

8. September and October 2023 Monthly Reports.

9. Director's Report.

Closing Section:

10. Adjourn

REPORT OF SPECIAL CITY PLAN COMMISSION

November 6, 2023 – 6:00 PM
In-Person & Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Neighborhood Planner Klesmith, Technician Mohr, Alderperson Shorr, Alderperson Keymer, Alderperson Broderick, Alderperson Shuda, Trevor Roark, Michael Leischner, Stephen Klein, Andrea Olson, 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 October 2, 2023 meeting of the City Plan Commission.
3. Public Hearing and action on a request from Hans Waldoch to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation for an unaddressed parcel near West Harding Avenue (Parcel ID 281240831100139) from 'Not Developable / Restrictive Ownership' to 'Residential.'
4. Public Hearing and action on a request from Hans Waldoch to rezone an unaddressed parcel near West Harding Avenue (Parcel ID 281240831100139) from "C" Conservancy to "R-2" Single-Family Residential.
5. Public Hearing and action on a request from Mike Sentkowski, representing the Schmeeckle Reserve Visitors Center, for a conditional use permit to install a ground-mounted solar array on an unaddressed parcel off of North Point Drive (Parcel ID 281240828210001), consistent with Ch. 23.02(1)(a)(5).
6. 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 23.01(14)(g) pertaining to minimum floor area requirements to install a new mobile home in the city of Stevens Point.
7. A request from Jesse Yungner, representing the City of Stevens Point, for a sign variance to install a monument sign on the property located at 5200 Coye Drive (Parcel ID 281230802200044) and an unaddressed parcel off of Coye Drive (Parcel ID 281230802200021), consistent with Ch. 25.14.
8. A request from the City of Stevens Point to be granted a waypoint sign easement from Donaldson Company, Inc. on the property located at 5200 Coye Drive (Parcel ID 281230802200044).
9. A request from the City of Stevens Point to grant a gas service easement to the Wisconsin Public Service Corporation for the property located at 4401 State Highway 66 (Parcel ID 281240823230001).
10. A request from the City of Stevens Point to annex the property located at 5595 Regent Street (Parcel ID 020320111) and adjacent Brilowski Road and Regent Street Right-of-Way.
11. A request from the City of Stevens Point to sell the property located at 5595 Regent Street (Parcel ID 020320111).
12. Discussion only: Home occupation ordinance.
13. Director's Report.

Closing Section:

14. Adjourn.

Opening Section:

1. Roll call.

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

Discussion and possible action on the following:

2. Report of the October 2, 2023 meeting of the City Plan Commission.

   Motion by Commissioner Cooper to approve the report of October 2, 2023 meeting of the City Plan Commission; seconded by Commissioner Arntsen.

   Motion carried 7-0.

3. Public Hearing and action on a request from Hans Waldoch to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation for an unaddressed parcel near West Harding Avenue (Parcel ID 281240831100139) from 'Not Developable / Restrictive Ownership' to 'Residential.'

   Associate Planner/Zoning Administrator Kuhn provided a summary of the request to amend the Comprehensive Plan Future Land Use Map for an unaddressed parcel from Conservancy to Residential for the purpose of installing an accessory structure. The subsequent agenda item would be for the rezoning request itself. After review, staff recommended approval for amending the future land use designation as presented.

   Commissioners had the following comments:

   - Inquiry as to whether the owner had the intent to combine both parcels once rezoned appropriately and whether that was assured, to which staff confirmed that would be the owner's intent, adding that the owner would not be allowed to build the accessory structure without combining the lots. Staff also added that there would be no pathway to build a new residence, even if rezoned, due to lack of access.

   Mayor Wiza declared the public hearing open.

   Alderperson Keymer (District Three) inquired on whether other residents would need to undergo the same process as Mr. Waldoch.

   Mayor Wiza declared the public hearing closed.

   Director Kernosky confirmed that the same process would be followed, especially for the areas which mirrored the split zoning of conservation on the north and residential to the south. There was a brief explanation on some options the City could pursue for the area to become more consistent, but ultimately staff preferred owners bring forward the rezoning requests.

   Motion by Commissioner Schuler to approve the request from Hans Waldoch to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purpose of amending the future land use designation for an unaddressed parcel near West Harding Avenue (Parcel ID 281240831100139) from 'Not Developable / Restrictive Ownership' to 'Residential'; seconded by Commissioner Artnsen.

   Motion carried 7-0.

4. Public Hearing and action on a request from Hans Waldoch to rezone an unaddressed parcel near West Harding Avenue (Parcel ID 281240831100139) from "C" Conservancy to "R-2" Single-Family Residential.

   Associate Planner/Zoning Administrator Kuhn reiterated that the rezoning request was related to the previous agenda item. The change, if approved, would bring the parcel from legal nonconforming to legal conforming. Staff recommend approval as presented.

Mayor Wiza declared the public hearing open.

Mayor Wiza outlined public hearing rules for new audience members.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Cooper to approve the request from Hans Waldoch to rezone an unaddressed parcel near West Harding Avenue (Parcel ID 281240831100139) from "C" Conservancy to "R-2" Single-Family Residential; seconded by Alderperson Kneebone.

Motion carried 7-0.

5. Public Hearing and action on a request from Mike Sentkowski, representing the Schmeeckle Reserve Visitors Center, for a conditional use permit to install a ground-mounted solar array on an unaddressed parcel off of North Point Drive (Parcel ID 281240828210001), consistent with Ch. 23.02(1)(a)(5).

   Associate Planner/Zoning Administrator Kuhn summarized the request for a conditional use permit to install a ground-mounted solar array on the unaddressed parcel.

   Mayor Wiza declared the public hearing open.

   Alderperson Morrow (District Eleven) stated their support for Phase 2 of Schmeeckle Reserve's solar array.

   Mayor Wiza declared the public hearing closed.

   Motion by Alderperson Kneebone to approve the request from Mike Sentkowski, representing the Schmeeckle Reserve Visitors Center, for a conditional use permit to install a ground-mounted solar array on an unaddressed parcel off of North Point Drive (Parcel ID 281240828210001), consistent with Ch. 23.02(1)(a)(5) with the following:

   1. **A building permit shall be obtained prior to the start of development.**
   2. **Minor modifications to the plan may be approved by City staff.**

   seconded Commissioner Beacom.

   Motion carried 6-0, with Commissioner Rice recusing themselves.

6. 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 23.01(14)(g) pertaining to minimum floor area requirements to install a new mobile home in the city of Stevens Point.

   Associate Planner/Zoning Administrator Kuhn summarized the request to amend Chapter 23, Zoning Ordinance, pertaining to the minimum floor area requirements to install new mobile homes within the City down from 720 sq.ft. to 400 sq.ft. Staff believed that reducing the minimum threshold could incite additional mobile home units to fill current vacant sites, in addition to having the foot size restriction be consistent with State Statutes.

   Commissioners had the following comments:

   - Inquiry as to whether there was any consideration in moving towards allowing smaller housing for non-mobile homes, to which Mayor Wiza stated that was a possibility as they were wanting to allow smaller homes. Tiny homes were still up for discussion, but there hadn't been any requests to build them yet. They were addressing them as they came up, like the current mobile home limitations.
   - Inquiry on whether there was any data on the potential impact the change could have within mobile home parks, such as further division of land. Staff explained that they were starting to see smaller homes, and ideally, the smaller units would lead to more density. In terms of creating new parks, there had not been a request to do so within the City for several decades. Were a developer to come forward wanting to build a tiny home community, staff would likely pursue a Planned Development District.

- Inquiry as to how mobile home park standards were established at the state level, to which staff stated they did not know, but could inquire.

Mayor Wiza declared the public hearing open.

Alderperson Morrow (District Eleven) stated their support for the amendment, noting it would add more housing diversity and affordability.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Cooper to approve 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. Said request amends Section 23.01(14)(g) pertaining to minimum floor area requirements to install a new mobile home in the city of Stevens Point; seconded by Commissioner Rice.

Motion carried 7-0.

7. A request from Jesse Yungner, representing the City of Stevens Point, for a sign variance to install a monument sign on the property located at 5200 Coye Drive (Parcel ID 281230802200044) and an unaddressed parcel off of Coye Drive (Parcel ID 281230802200021), consistent with Ch. 25.14.

   Associate Planner/Zoning Administrator Kuhn summarized the request for a sign variance to install a monument sign on the stated properties for the purpose of wayfinding within the Industrial Park. After review, staff recommended approval with conditions outlined in the staff report.

   Commissioners had the following comments:

   - Inquiry as to whether the proposed height of the sign was sufficient, to which staff explained that the only sign that surpassed the current standards was the existing/old Industrial Park sign. The installation of the new sign would replace the existing, but also surpass the 20-foot sign requirement for a total of almost 30 feet in height.
   - Comment that the multi-identity sign, especially for the use, was worth supporting.

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

   Motion by Commissioner Arntsen to approve the request from Jesse Yungner, representing the City of Stevens Point, for a sign variance to install a monument sign on the property located at 5200 Coye Drive (Parcel ID 281230802200044) and an unaddressed parcel off of Coye Drive (Parcel ID 281230802200021), consistent with Ch. 25.14. with the following:

   1. **A sign permit shall be obtained prior to sign installation.**
   2. **Staff shall have the ability to approve minor amendments to the approved sign.**

   seconded by Commissioner Cooper.

   Motion carried 7-0.

8. A request from the City of Stevens Point to be granted a waypoint sign easement from Donaldson Company, Inc. on the property located at 5200 Coye Drive (Parcel ID 281230802200044).

   Neighborhood Planner Klesmith summarized the request for a 264 sq.ft. waypoint sign easement with Donaldson Company, highlighting Plan Commission's review requirements. The easement was required to be on file to petition and complete Wisconsin's Department of Transportation highway sign application. This would allow staff to proceed with the overarching wayfinding project. Staff recommended approval as presented.

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

Motion by Commissioner Schuler to approve the request from the City of Stevens Point to be granted a waypoint sign easement from Donaldson Company, Inc. on the property located at 5200 Coye Drive (Parcel ID 281230802200044); seconded by Commissioner Cooper.

Motion carried 7-0.

9. A request from the City of Stevens Point to grant a gas service easement to the Wisconsin Public Service Corporation for the property located at 4401 State Highway 66 (Parcel ID 281240823230001).

   Director Kernosky summarized the request from Wisconsin Public Service for a 12-foot wide easement on the City's airport property for the purpose of installing a new gas service. The proposed easement would run from Highway 66 east along the northside of existing hangers.

   Commissioners had the following comments:

   - Inquiry as to whether there were any issues with the FAA, to which staff stated there were not.
   - Inquiry as to who had prompted the request, to which staff indicated it had been a hanger owner.

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

   Motion by Commissioner Arntsen to approve the request from the City of Stevens Point to grant a gas service easement to the Wisconsin Public Service Corporation for the property located at 4401 State Highway 66 (Parcel ID 281240823230001); seconded by Alderperson Kneebone.

   Motion carried 7-0.

10. A request from the City of Stevens Point to annex the property located at 5595 Regent Street (Parcel ID 020320111) and adjacent Brilowski Road and Regent Street Right-of-Way.

    Director Kernosky summarized the request to annex property located at 5595 Regent Street. Following earlier acquisition of the property and now City-ownership, the City was able to proceed with the simple annexation request. The request was part of a larger subdivision development and the annexation itself a critical component of utility extension and protection of municipal wellheads. The request was one of several that the Plan Commission would see in the future as it related to redevelopment in the area. Staff recommended approval as presented.

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

    Motion by Alderperson Kneebone to approve the request from the City of Stevens Point to annex the property located at 5595 Regent Street (Parcel ID 020320111) and adjacent Brilowski Road and Regent Street Right-of-Way; seconded by Commissioner Rice.

    Motion carried 7-0.

11. A request from the City of Stevens Point to sell the property located at 5595 Regent Street (Parcel ID 020320111).

    Mayor Wiza reiterated that 5595 Regent Street had been purchased for the purpose of annexation. Post annexation, the City would not need the property and was asking permission to sell it for the purpose of placing it back on the tax roll.

    Mayor Wiza asked for comments from the audience.

    Alderperson Morrow (District Eleven) asked whether the property was hooked up to City water and sewer, to which Mayor Wiza indicated that it hadn't been, but there was a future plan in place to do so.

    Motion by Commissioner Cooper to approve the request from the City of Stevens Point to sell the property located at 5595 Regent Street (Parcel ID 020320111); seconded by Commissioner Schuler.

    Motion carried 7-0.

12. Discussion only: Home occupation ordinance.

    Associate Planner/Zoning Administrator Kuhn summarized previous meeting concerns, questions, and changes made by staff to the Home Occupation Ordinance. Staff was looking for further feedback on recent changes made and opened the floor to further discussion.

    Commissioners made the following comments:

    - Subsection (C)(3) defined employees, but how did independent contractors fit into that definition. Staff noted that they could add further clarification. The intent was to not remove the residential nature of the property and have employees come to the residence every day as their primary job location.
    - Noted that subsection (C)(5) was still subjective. There was a back-and-forth discussion on how each residence could be a case-by-case basis.
    - Clarification requested on subsection (C)(7) and what exterior storage was defined as. Staff noted they could add further clarification.
    - Clarification requested on subsection (C)(1)(f) on what welding or machining was defined as, and at what point did it fall under the purview of the ordinance, as hobbyists could already do welding in their own garages. Staff noted they could add further clarification.

    Mayor Wiza asked for comments from the audience.

    Alderperson Shorr (District Two) explained that the intent to define employees was more to determine people who arrived at the residence as their primary work location.

    Trevor Roark (601 Washington Ave) stated that while better than the first draft, there were still some concerns. Reiterated and mirrored concerns for subsection (C)(7) storage of exterior items. While supportive of subsection (C)(8), nuisances continued to exist for residential properties that appeared to do more neighborhood harm than home businesses. Mayor Wiza confirmed that a nuisance ordinance already existed, and the subsection only referenced it.

    Stephen Klein (301 Union St) reiterated and mirrored concerns for subsection (C)(7) storage of exterior items. Additionally, regulation on vehicles used for business was concerning. As a building contractor himself, he had (3) vehicles. He suggested having a grandfathered clause be added for established business.

    Director Kernosky commented that the grandfathered use ordinance was already established.

    Alderperson Broderick (District Four) noted that subsection (C)(7) appeared to be causing a lot of concerns, so properly clarifying, and defining it would go a long way. That being said, they hoped that the ordinance wouldn't be kicked down the road too much longer, especially since the draft also included an appeals and waiver process.

    Mayor Wiza noted that it was almost impossible to reverse items in the Zoning Code, so they wanted to make sure they got the basics correctly prior to adoption. He asked that additional feedback be forwarded to staff.

    No action was taken.

13. Director's Report.

    Director Kernosky provided brief development updates and the following meeting dates:

    January 2, 2024 – (Tues.) January Plan Commission

    January 10, 2024 – (Wed.) Joint Meeting of multiple bodies to discuss the redevelopment of Shopko and in finalizing the Downtown Area Targeted Master Plan at the Mid-State Technical College.

    Meetings would be posted appropriately, and agenda packets forthcoming.

Closing Section:

14. Adjourn.

Meeting adjourned at 7:03 PM.

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

Administrative Staff Report

Construct Storage Buildings
5001 Joerns Drive
December 4, 2023

Department of Community Development

Applicant(s):

- Wayne Bushman, representing Sunrise Pointe Ventures LLC

Staff:

- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 281230802200042

Zone(s):

- "M-2" Heavy Industrial

Master Plan:

- Business Park District

Council District:

- District 6 | Ald. Plaisance

Lot Information:

- Frontage: 3,186 ft.
- Depth: 1,290 ft.
- Lot Size: 1,255,003 sq. ft. (28.8 ac.)

Current Use:

- Manufacturing

Applicable Regulations:

- 23.01(13)(f)

Request

1. Public Hearing and action on a request from Wayne Bushman, representing Sunrise Pointe Ventures, LLC, for a conditional use permit to construct five self-service storage buildings on the property located at 5001 Joerns Drive (Parcel ID 281230802200042), consistent with Ch. 23.01(14)(f).

Attachment(s)

1. Application
2. Plans

Findings of Fact

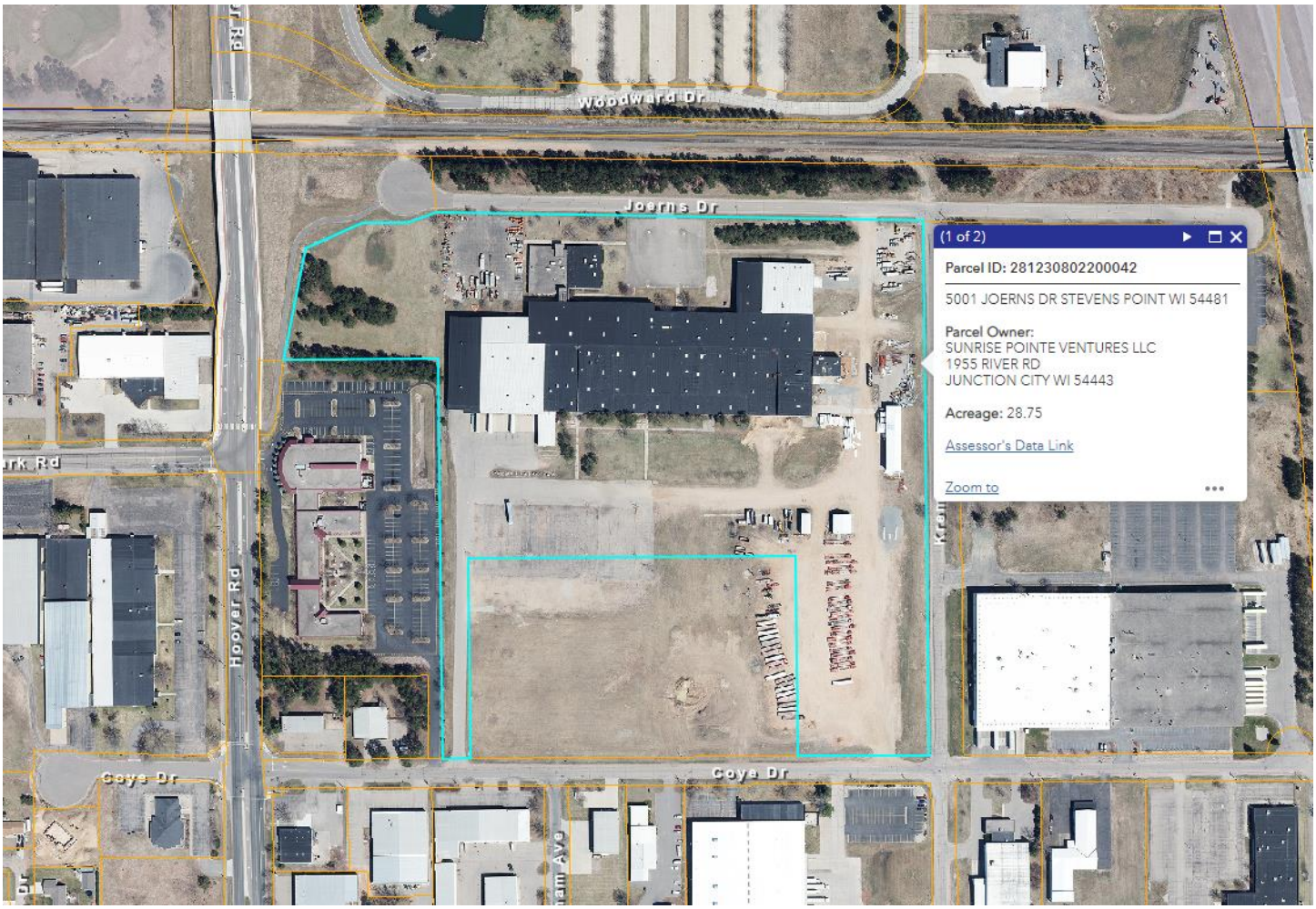
1. The applicant is requesting a conditional use permit to construct five 4,160 square foot commercial cold storage buildings.
2. The proposed buildings would be located near the center of the subject property with primary access off of Coye Drive.
3. Gamber Johnson is an existing business that is located on the subject property, with up to ten incubator buildings also planned. According to the City's Zoning Code, two or more principal structures on the same property requires a conditional use permit.
4. The Plan Commission and Common Council may attach additional conditions onto this request.

Staff Recommendation

Approve the conditional use permit to construct five self-service storage buildings on the property located at 5001 Joerns Drive (Parcel ID 281230802200042), subject to the following conditions:

1. The driveway leading to the storage buildings shall meet minimum design standards to support Fire Department apparatus.
2. A private hydrant shall be installed to support the proposed storage buildings, subject to the review and approval of the City Fire Marshal.
3. There shall be a minimum 20-foot separation between each storage building.
4. A building permit shall be obtained prior to the start of construction.
5. Staff shall have the ability to approve minor amendments to the site plan.

Vicinity Map



Background

Overview: The applicant is requesting a conditional use permit to construct five 4,160 square foot commercial cold storage buildings. Each building will be located directly south of an existing private driveway that runs east-west within the subject property (directly north of the AMETA Center). As shown within the attached site plan, the subject property is an already developed parcel that consists of Gamber Johnson (largest building within the center of the subject property) and ten incubator structures along Krembs Avenue that is currently under construction.

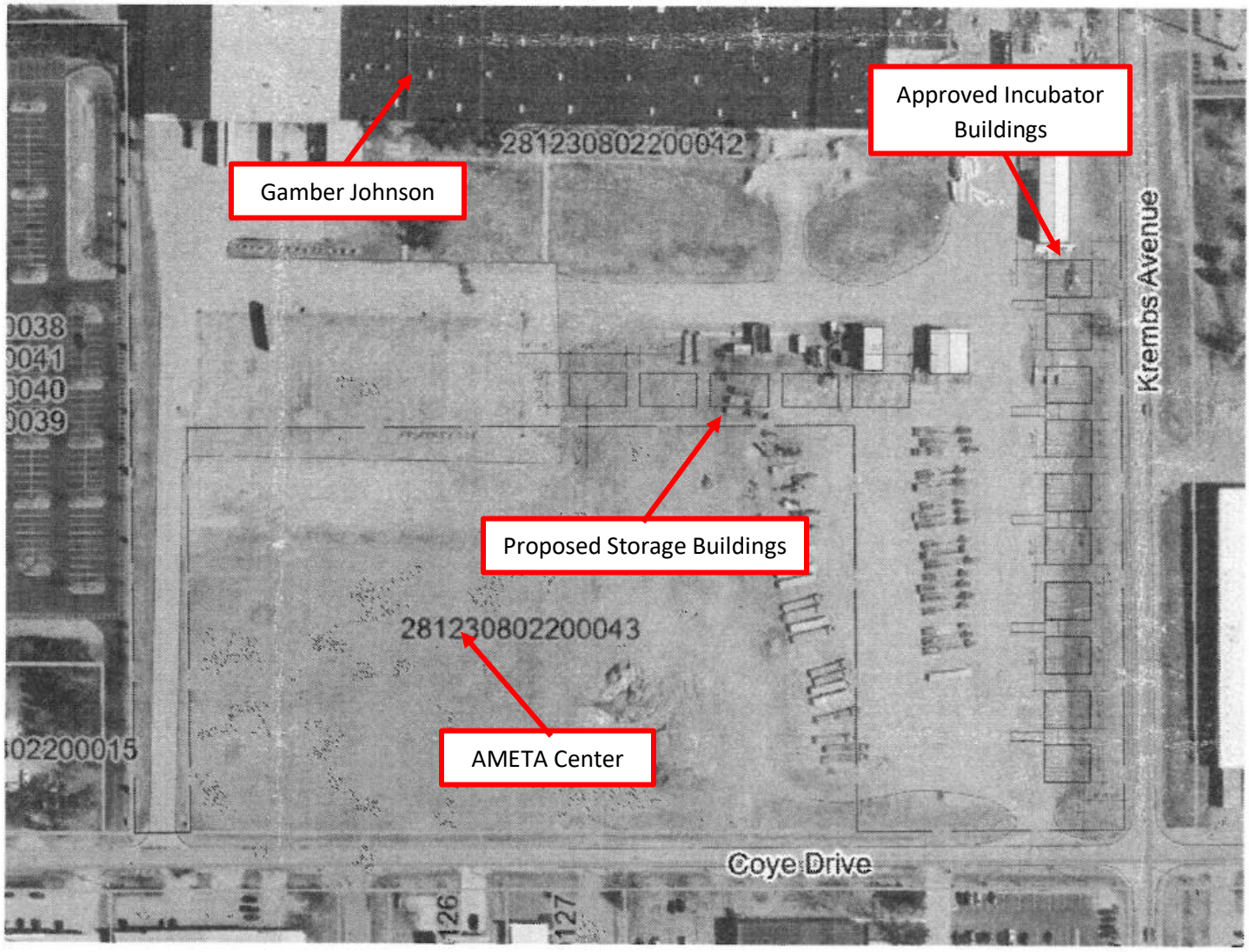
Self-storage buildings are classified as a permitted use within the "M-2" Heavy Industrial Zoning District – the zoning designation of the subject property. The reason for this conditional use permit request is due to there being more than one principal structure located on the subject property. According to the City's Zoning Code, no more than one principal building or use can be located on the same property unless a conditional use permit is obtained. Said requirement is outlined below.

Ch. 23.01(13) General Standards

f) More Than One Principal Building or Use on a Lot. Every building hereafter erected, converted, enlarged, or structurally altered shall be located on a zoning lot and there

shall not be more than one main building on one zoning lot except that the Plan Commission may authorize more than one main building on one zoning lot if the proposal meets the conditional use standards contained in this ordinance.

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



Proposed Site Plan

Standards of Review – Conditional Use Permit

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

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

Findings: Self-service storage buildings are a permitted use within the "M-2" District. The purpose of this conditional use request is to allow for more than one principal building on the subject property.

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

   Analysis: Self-service storage buildings are a permitted use within the "M-2" District. The purpose of this conditional use request is to allow for more than one principal building on the subject property.

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

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

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

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

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

   Analysis: Gray metal panel siding is the prominent architectural detail among all building elevations. Four overhead doors and four service doors are proposed for each structure.

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

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

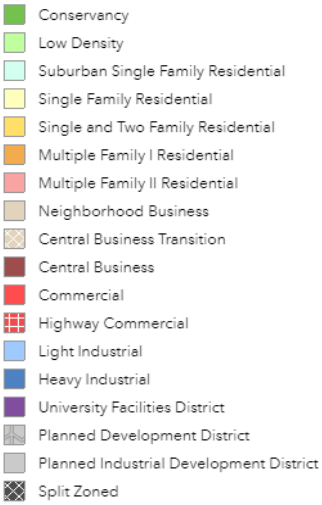
   Analysis: Utilities exist within the Coye Drive Right-of-Way that will service the proposed development.

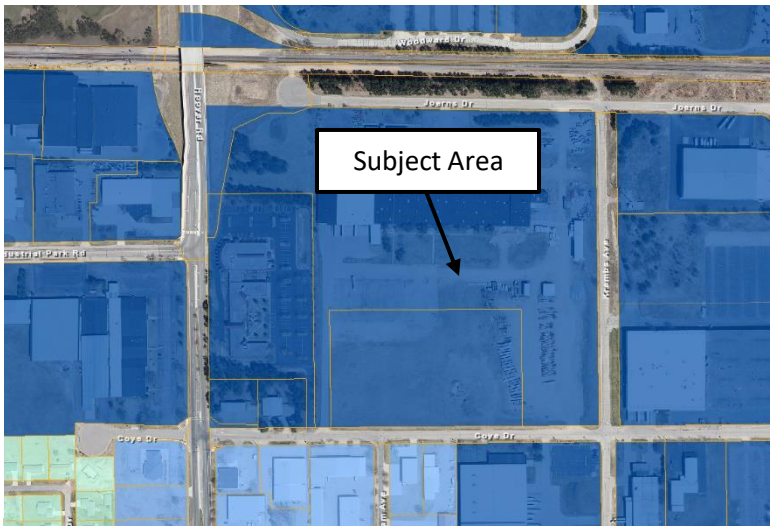
Findings: Staff believes that this standard is met.

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

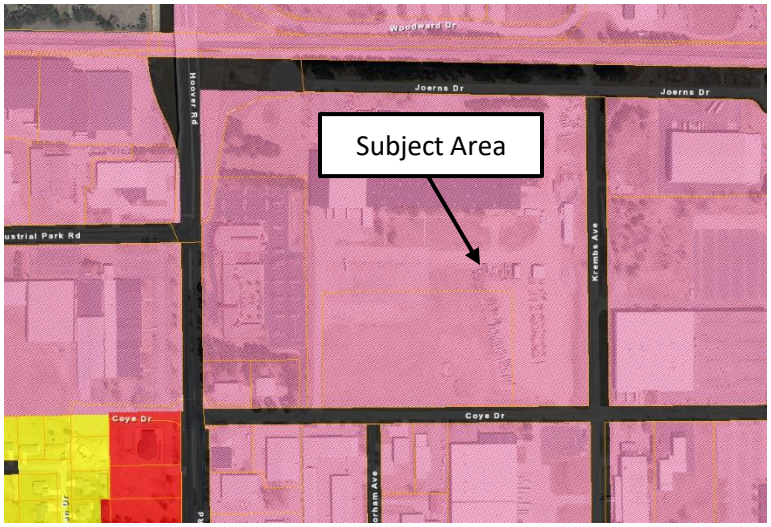
Analysis: The proposed use will be serviced by two driveways connecting the project site with Coye Drive. One driveway, located along the west lot line of the subject property, is hardscaped. The other driveway, located near the intersection of Coye Drive and Krembs Avenue, is a dirt driveway. As stated during the conditional use request for the incubator structures, this existing dirt driveway will need to be surfaced with a hard surfacing material.

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





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



Analysis: The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property as part of the Business Park District. Please note that the 'Business Park District' designation includes the City's Industrial Park, East Park Commerce Center and the Portage County Business Park. The subject property is zoned "M-2" Heavy Industrial. According to the City's Zoning Code, the "M-2" District is established "to provide for those manufacturing or other industrial uses having more obnoxious or nuisance effects than the "M-1" Light Industrial District and having a greater intensity of manufacturing, processing, employment, traffic and other related activities. It is intended that the "M-2" district generally be located distant from non-manufacturing uses: that it be buffered by the "M-1" district or by major highways,

rivers, open space, or high intensity commercial uses, and that all "M-2" districts be located consistent with the City's Comprehensive Plan."

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

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

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

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

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

   Analysis: N/A

   Findings: N/A

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

    Analysis: N/A

    Findings: N/A

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

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

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

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

    a. **The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection**

services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.

Analysis: Utility connections exist within the Coye Drive Right-of-Way that will service the proposed development. Existing stormwater improvements on the subject property is expected to accommodate the additional impervious surfaces.

Findings: This standard is met.

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

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

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

    Findings: This standard is met.

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

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

    Findings: Lighting would be provided by the building.

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

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

    Findings: The use should not create excessive noise.

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

    Analysis: N/A

    Findings: N/A

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

Site Photos

City of Stevens Point
Community Development Department

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

APPLICATION FOR 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	Wayne Bushman	Contact Name	Sunrise Pointe Ventures LLC
Address	1955 River Rd Jct City WI	Address	5001 Joerns DR
City, State, Zip	~~Stevens Point WI~~ 54943	City, State, Zip	Stevens Point, WI
Telephone	715-340-8523	Telephone	
Fax		Fax	
Email	wb@bushmanelectric.com	Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3

Legal Description of Subject Property

Designated Future Land Use Category	Current Use of Property

Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

Development of commercial cold storage units (Up to 5 buildings) Each 4,160 square ft. Two buildings will be built starting spring 2024

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

The Style / Color of the buildings were designed to Complement the new MSTC building (Per Rendering) And Make good use of existing open space left on the property

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

This remaining portion of the land adjacent / behind the Joerns Bldg (Gamber Johnson is in the front and the back is warehouse rental space) is Long and narrow so this development will fit well in the space without impacting adjacent property. There is plenty of room to allow adequate access.

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
Wayne Bohn	11-15-23		

New Coye Drive Storage Building
Bushman Properties LLC
1955 River Road, Junction City, WI 54443

1 T100 SITE PLAN
SCALE 1" = 50'-0"

DRAWING INDEX

COVER SHEET

T100 TITLE SHEET and SITE PLAN

ARCHITECTURAL

A101 FIRST FLOOR PLAN
A102 ROOF PLAN & TLT ROOM DETAILS
A201 BUILDING ELEVATIONS
A301 BUILDING SECTION & DETAILS
A302 BUILDING SECTION & DETAILS

ARC CENTRAL LLC
Architecture, Construction Management, Interior Design
755.572.2698
arccentralinc@outlook.com

SITE PLAN
SHEET INDEX &
CODE REVIEW

NEW SELF-STORAGE BUILDING
FOR
WAYNE BUSHMAN
COYE DRIVE
STEVENS POINT WI 54481

Oct 24 2023
23-084

PRELIMINARY
NOT FOR CONSTRUCTION

T100

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Administrative Staff Report

Construct Off-Premises Sign

Fairfield Inn & Suites
U.S. Highway 10 East
December 4, 2023

Department of Community Development

Applicant(s):

- Alex Bruder, representing Midwest Heritage Inn of Stevens Point, LP

Staff:

- Adam Kuhn, Associate Planner akuhn@stevenspoint.com

Parcel Number(s):

- 281240835240004

Zone(s):

- "B-5" Highway Commercial

Master Plan:

- Commercial / Office / Multi-Family

Council District:

- District 7 | Ald. Kneebone

Lot Information:

- Frontage: 127.44 ft.
- Depth: 285.24 ft.
- Lot Size: 35,609 sq. ft. (0.817 ac.)

Applicable Regulations:

- 23.02(2)(a)(3)(j)

Request

Public Hearing and action on a request from Alex Bruder, representing Midwest Heritage Inn of Stevens Point, LP, for a conditional use permit to install an off-premises sign on an unaddressed parcel off of U.S. Highway 10 East (Parcel ID 281240835240004), consistent with Ch. 23.02(2)(a)(3)(j).

Attachment(s)

1. Application
2. Plans

Findings of Fact

1. The applicant is requesting to replace the existing freestanding sign located on the subject property.
2. The proposed sign would be 88.1 square feet in size and stand slightly over 18' 4'' in height.
3. The use of the subject property is for egress to U.S. Highway 10 East for Fairfield Inn & Suites, which is located on the parcel directly to the south.
4. The subject property is located off-site of the hotel that is being advertised on the proposed sign.
5. Off-premise signs are a conditional use within the "B-5" District. Off-premise signs are required to be within ¼ mile of the property who services are being advertised, along with meeting other sign restrictions as outlined in the Sign Code.
6. The Plan Commission and Council may attach conditions onto this request if necessary.

Staff Recommendation

Approve the conditional use permit to install an off-premises sign on an unaddressed parcel off of U.S. Highway 10 East (Parcel ID 281240835240004), subject to the following conditions:

1. A minimum five-foot setback shall be provided from the north lot line.
2. Landscaping shall be installed at the base of the freestanding sign, subject to the review and approval of the Zoning Administrator.
3. A sign permit shall be obtained prior to installing the sign.
4. Staff shall have the ability to approve minor amendments to the sign package.

Vicinity Map

Background

Overview: The applicant is requesting a conditional use permit to install a freestanding sign at the northeast corner of the subject property. The proposed sign would be 88.1 square feet in size and stand slightly over 18' 4'' in height. As shown above, Fairfield Inn & Suites is split into two parcels – the hotel is located on a parcel directly to the south of the subject property, while the subject parcel is used primarily to provide egress from the hotel parcel to U.S. Highway 10 East.

The proposed freestanding sign will highlight the location of the Fairfield hotel located directly to the south. As the proposed sign will be located on a different parcel from where the hotel is located, it is considered an off-premise sign. Off-premise signs are required to be within ¼ mile of the property who services are being advertised, along with meeting other sign restrictions as outlined in the Sign Code.

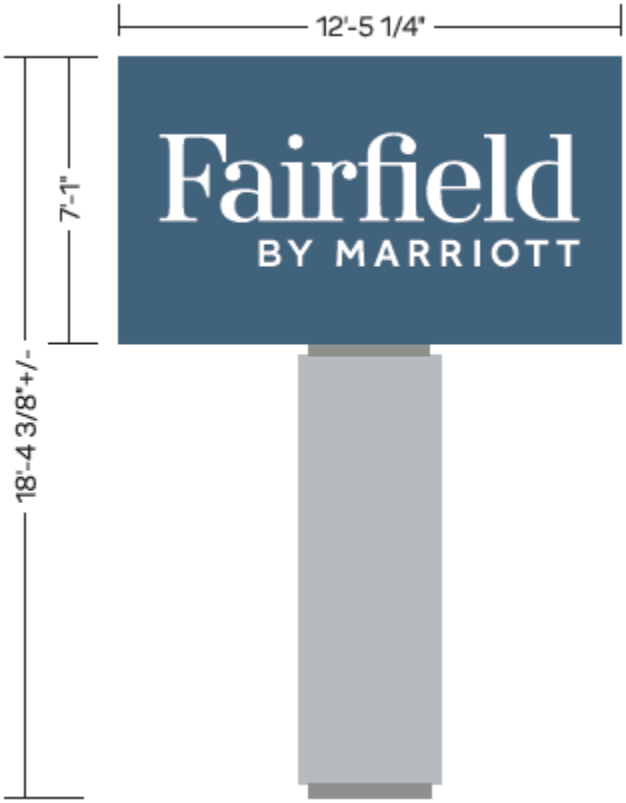
Off-premise signs are also a conditional use within all commercial zoning districts. Said requirement is outlined below.

Ch. 23.02(2) "B-1" Neighborhood Business District

3) Conditional Uses

j) Off-premise sign/billboard

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



Proposed Freestanding Sign

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 requested freestanding will be oriented towards U.S. Highway 10 East. The sign would be 88.1 square feet in size and stand slightly over 18’ 4’’ in height.

   Findings: The freestanding sign will assist in identifying the location of the Fairfield Hotel along Highway 10 East. While off-premise sign requests are uncommon in the city, this request closely resembles the request for Metro Market (formerly Copps Grocery) on Main Street. Furthermore, larger freestanding signs are expected to be installed along U.S. Highway 10 East due to it being a commercial corridor. Therefore the proposed signs should not 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: Off-premise signs are allowed via a conditional use permit only within the City's commercial and industrial zoning districts. As the subject property and neighboring properties are of a commercial/retail nature, staff believes that the requested sign improvements would not be a detriment to the surrounding area.

Findings: This standard is met.

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

   Analysis: The respective area is in an established and developed area of the city. The City's Comprehensive Plan identifies this area as part of a defined commercial corridor that allows for higher vehicle traffic.

   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 sign designs are appropriate and mirror similar signs within the vicinity. Therefore, they should not have an adverse effect on the neighborhood, from a design standpoint, especially if within compliance with the ordinance. Having landscaping at the base of a freestanding sign is a requirement within the "B-5" District, which would further meet the intent of this standard.

   Findings: This standard is met.

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

   Analysis: N/A

   Findings: N/A

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: N/A

   Findings: N/A

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: N/A

   Findings: N/A

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: Off-premise signage is regulated by these conditional use standards and standards within the Sign Code. The proposed sign would meet applicable provisions of the City's Sign Code (i.e., setbacks, height, signable area, etc.).

   Findings: The regulations of the district are met.

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

   Analysis: N/A

   Findings: N/A

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

    Analysis: N/A

    Findings: N/A

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

    Analysis: N/A

    Findings: N/A

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: N/A

       Findings: N/A

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: N/A

   Findings: N/A

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

   Analysis: The proposed sign will utilize internally illuminated systems.

   Findings: This standard is met.

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

   Analysis: The sign is not intended to create any noise.

   Findings: This standard is met.

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

City of Stevens Point
Community Development Department

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

APPLICATION FOR 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	Signarama	**Contact Name**	Alex Bruder
Address	N5528 Miranda Way	**Address**	(same)
City, State, Zip	Fond Du Lac, WI 54937	**City, State, Zip**	
Telephone	920-921-7181	**Telephone**	920-716-5929 (cell)
Fax		**Fax**	
Email	alex@signarama-fdl.com	**Email**	(same)

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Aimbridge Hospitality	**Owner's Name**	
Address	2006 Edwin C Moses Blvd.	**Address**	
City, State, Zip	Dayton, OH 45417	**City, State, Zip**	
Telephone	715-342-9300	**Telephone**	
Fax		**Fax**	
Email	steven.h.steinhauer@marriott.com	**Email**	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]

Parcel 1	Parcel 2	Parcel 3
281240835240008	281240835240004	

Legal Description of Subject Property

Fairfield Inn and Suites

Designated Future Land Use Category	Current Use of Property
Pylon Signage	Pylon Signage

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)

Fairfield Inn is updating their branding and would like to remove their existing pylon sign and install the updated sign package on the existing footing/structure

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

Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)
The signage can be accessed from the hotels main parcel and all existing structure will be reused for the new signage

Current Zoning Surrounding Subject Property			
North:		South:	Hotel
East:	Commercial	West:	Commercial
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
[signature]	10-27-23		

PROJECT PROPOSAL

MARSHA: STEFI

OWNERSHIP: FAIRFIELD INN & SUITES - STEVENS POINT, WI

Customer: FAIRFIELD	Date: 10/06/22	Prepared By: JR	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.
Location: STEVENS POINT, WI	File Name: 384256 - STEVENS POINT, WI		Eng: –

persōna
SIGNS | LIGHTING | IMAGE
Persona Signs, LLC
700 21st Street Southwest
PO Box 210
Watertown, SD 57201-0210
1.800.843.9888 · www.personasigns.com

SITE PLAN

Fairfield
BY MARRIOTT

5317 US HWY 10 E
STEVENS POINT, WI 54482

EXISTING SIGNS:

1. 24" CHANNEL LETTERS
2. 8'-0" X 12'-9" MID RISE PYLON

PROPOSED SIGNS:

1. 30" CHANNEL LETTERS
2. 7'-1" X 12'- 5/14" MID RISE PYLON

Customer: FAIRFIELD	Date: 10/06/22	Prepared By: JR	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.
Location: STEVENS POINT, WI	File Name: 384256 - STEVENS POINT, WI		Eng: –

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SIGNS | LIGHTING | IMAGE

Persona Signs, LLC
700 21st Street Southwest
PO Box 210
Watertown, SD 57201-0210
1.800.843.9888 · www.personasigns.com

BUILDING SIGNAGE

STANDARD SPECS ARE USED FOR THIS PROPOSAL

1

EXISTING
24” CHANNEL LETTERS
5’-5 1/8” X 10’-10 1/4” OA

PROPOSED

GRAPHIC DETAIL
SCALE: 3/8” = 1’-0”

Scope of work:

1. Remove existing channel letters and scrap
2. Patch and paint old mounting and electrical penetrations on wall surface
3. Paint entire background for a clean uniform look
4. Install new channel letters by connecting to existing power at sign location

APPROVAL BOX - PLEASE INITIAL		
CUSTOMER APPROVAL		Date

Customer:	Date:	Prepared By:	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.
FAIRFIELD	10/06/22	JR	
Location: STEVENS POINT, WI	File Name: 384256 - STEVENS POINT, WI		Eng: –

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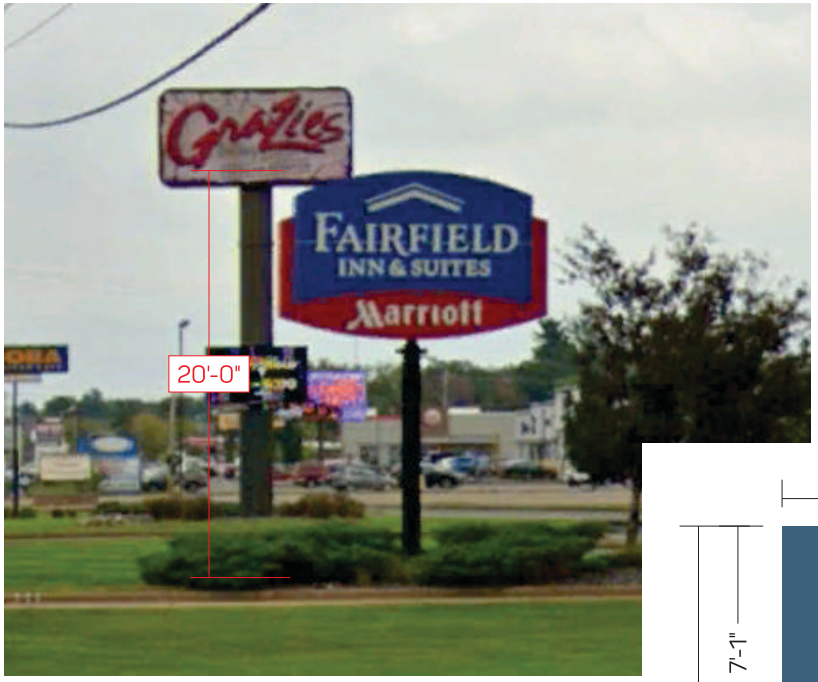
Watertown, SD 57201-0210
1.800.843.9888 · www.personasigns.com

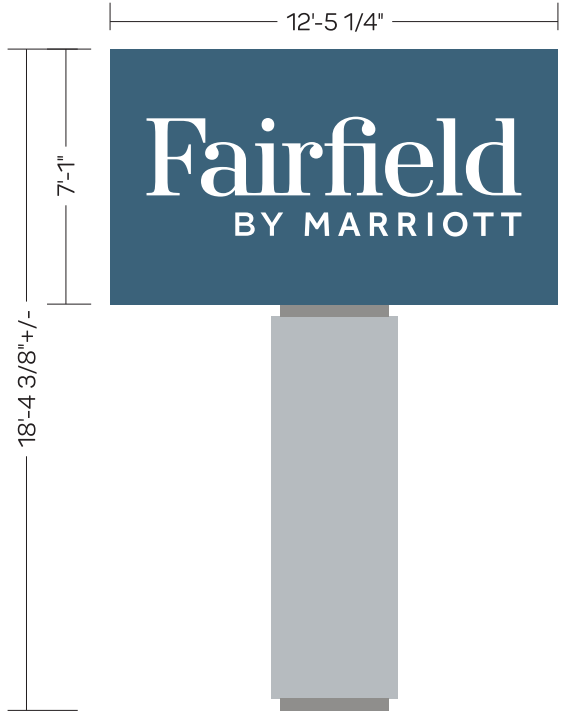
PYLON SIGN

STANDARD SPECS ARE USED FOR THIS PROPOSAL

2



EXISTING
8'-0" X 12'-9"
20'-0" OAH



PROPOSED

GRAPHIC DETAIL
SCALE: 3/16" = 1'-0"

Scope of work:

1. Remove existing cabinet and pole cover and scrap.
2. Install new pole cover on existing pole structure.
3. Install new cabinet via plate/match plate on existing pole structure.
4. Connect to existing power.

APPROVAL BOX - PLEASE INITIAL		
CUSTOMER APPROVAL		Date

Customer: FAIRFIELD	Date: 10/06/22	Prepared By: JR	Note: Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK equivalent. If these colors are incorrect, please provide the correct PMS match and a revision to this drawing will be made.
Location: STEVENS POINT, WI	File Name: 384256 - STEVENS POINT, WI		Eng: –

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Watertown, SD 57201-0210
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City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

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

TO: Plan Commission

FROM: Ryan Kernosky, Director of Community Development

DATE: December 4, 2023

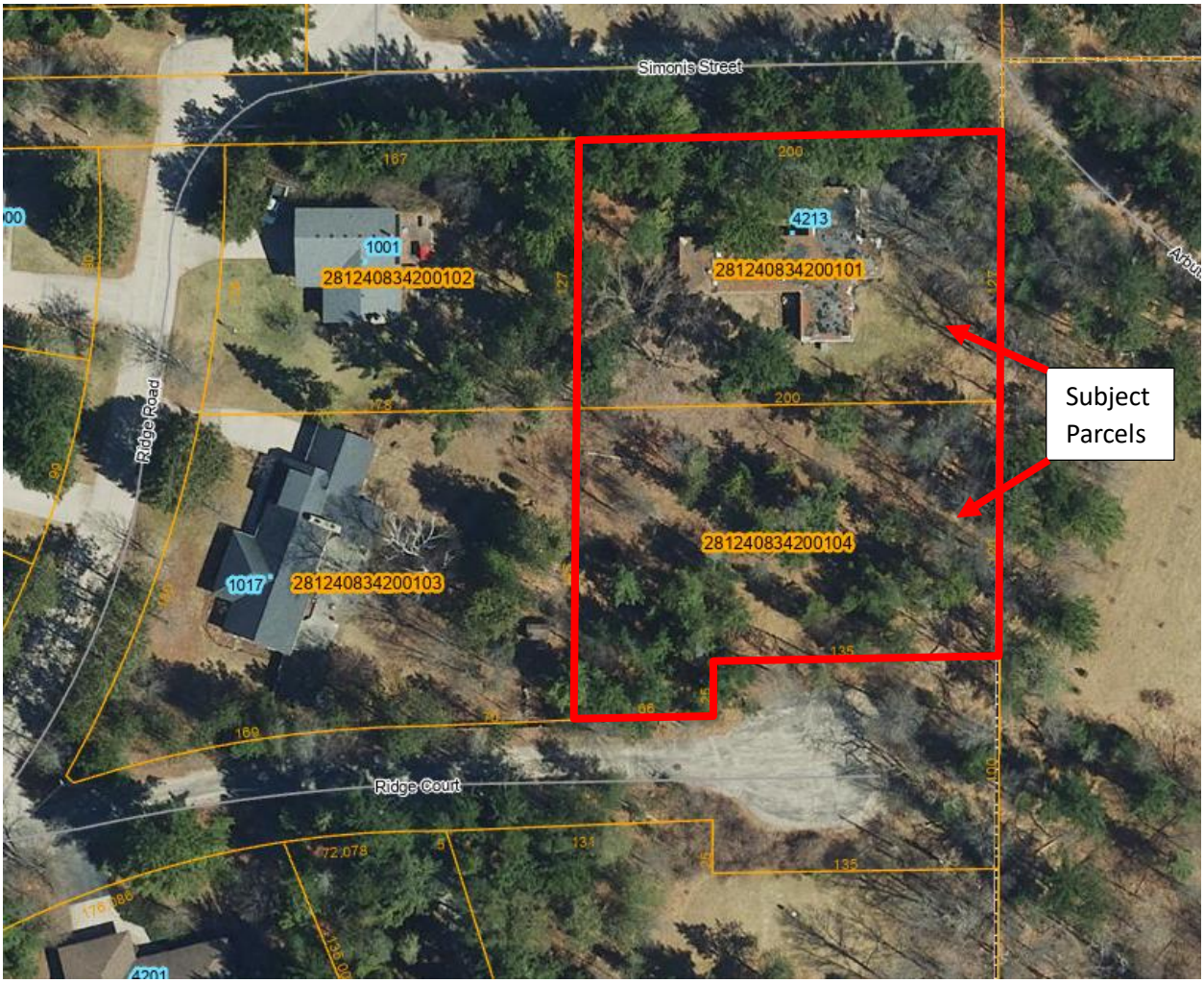
RE: Request from the City of Stevens Point for Acquisition of 4213 Simonis St and Adjacent Parcel (281240834200104)

Commissioners –

The City's Department of Public Utilities has reached a purchase agreement with the owner of 4213 Simonis Street and the adjacent parcel (281240834200104) for the purpose of constructing a new municipal water well house. The well house would go on the adjacent parcel, however, the current property owner is asking the City to acquire both parcels as part of the agreement. Pursuant to WI Stats. 62.23(5), the matter before the Plan Commission is to review the acquisition of the property only.

When the time comes to construct the well house, a rezoning and comprehensive plan amendment would be required as part of the development. This will be back in front of the Commission at a later date.

Please let me know if you have any questions.


Simonis Street
Ridge Road
Ridge Court
1001
281240834200102
4213
281240834200101
1017
281240834200103
281240834200104
Subject Parcels

2024 Property Records for City of Stevens Point, Portage County

November 30, 2023

Tax key number: **281-24-0834200101**

Property address: **4213 Simonis St**

Owner: Judith Slomann Revoc Trust
2630 E Capitol Dr
Milwaukee, WI 53211-2138

Zoning: R2 Single Family
Traffic / water / sanitary: Light / City water / Sewer
Legal description: LOT 3 BLK 4 PLOVER HILLS S34 T24 R8 367/564;808095;811725AOC

Summary of Assessment	
Land	$56,600
Improvements	$162,800
Total value	$219,400

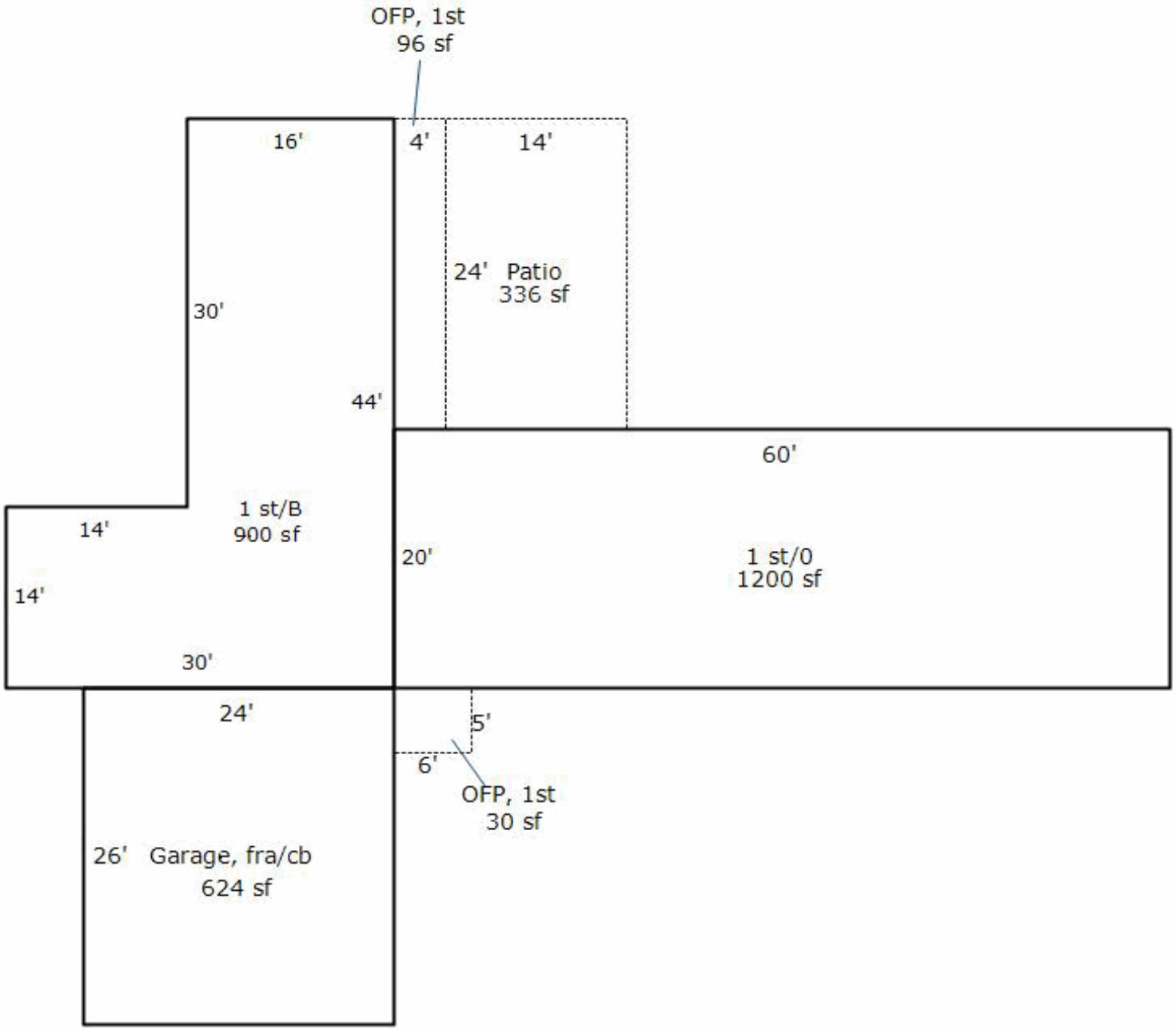
Land

Qty	Land Use	Width	Depth	Square Feet	Acres	Water Frontage	Tax Class	Special Tax Program	Assess Value
1	Residential	200	127	25,400	0.583	None	Residential		$56,600

Residential Building

Year built:	1959	Full basement:	900 SF
Year remodeled:		Crawl space:	
Stories:	1 story	Rec room (rating):	
Style:	Ranch	Fin bsmt living area:	
Use:	Single family	First floor:	2,100 SF
Exterior wall:	Wood	Second floor:	
Masonry adjust:	360 SF	Third floor:	
Roof type:	Asphalt shingles	Half story:	0 SF
Heating:	Gas, forced air	Finished attic:	
Cooling:	A/C, same ducts	Unfinished attic:	
Bedrooms:	3	Unfinished area:	
Family rooms:	1	Open porch	30 SF
Baths:	2 full, 1 half	Garage	624 SF
Other rooms:	2	Patio	336 SF
Whirl / hot tubs:		Open porch	96 SF
Add'l plumb fixt:	2		
Masonry FPs:	1 stacks, 1 openings		
Metal FPs:			
Gas only FPs:			
Bsmt garage:			
Shed dormers:			
Gable/hip dorm:		Percent complete:	100%

Total living area is 2,100 SF; building assessed value is $162,800


OFP, 1st
96 sf
16'
4'
14'
24' Patio
336 sf
30'
44'
60'
1 st/B
900 sf
14'
20'
1 st/0
1200 sf
14'
30'
24'
5'
6'
OFP, 1st
30 sf
26' Garage, fra/cb
624 sf

2024 Property Records for City of Stevens Point, Portage County

Building Permits				
Issued	Permit #	Purpose	$ Amount	Completed

Sales History		
Date	Price	Type
10/9/2015	$112,500	Not a market sale
6/8/2015	$112,500	Not a market sale

2024 Property Records for City of Stevens Point, Portage County

November 30, 2023

Tax key number: **281-24-0834200104**

Property address: **Ridge Ct**

Owner: Judith G Slomann Revoc Trust
2630 E Capitol Dr
Milwaukee, WI 53211-2138

Zoning: R2 Single Family
Traffic / water / sanitary: Light / City water / Sewer
Legal description: LOT 4 BLK 4 PLOVER HILLS S34 T24 R8 367/565;808096

Summary of Assessment	
Land	$57,100
Improvements	$300
Total value	$57,400

Land

Qty	Land Use	Width	Depth	Square Feet	Acres	Water Frontage	Tax Class	Special Tax Program	Assess Value
1	Residential	201		25,806	0.592	None	Residential		$57,100

Other Building Improvement (OBI)

# of identical OBIs: 1

Main Structure						Modifications (Type, Size)	Photograph
OBI type:	Canopy	Width:	10 LF	Grade:	D		not available
Const type:	Detached	Depth:	26 LF	Condition:	Poor		
Year built:	1950	Flr area:	260 SF	% complete:	100%		
				Assessed $:	$300		

Building Permits

Issued	Permit #	Purpose	$ Amount	Completed

Sales History

Date	Price	Type
6/8/2015	$34,900	Not a market sale

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

Department of Community Development
Adam Kuhn
Associate Planner
Zoning Administrator
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: December 4, 2023

RE: Housing Affordability Report: Posting Year 2023, Permit Year 2022

Background: As required by Wis. Stats. 66.10013, enclosed the Plan Commission will find the "Housing Affordability Report" for permitting year 2022, posting year 2023. This is the fifth year that the State has required the City to complete this report.

This document details projected financial impact on subdivision development based on the City's fee schedule. Please note that this report is intended to outline the financial impact on subdivision development based on the developer's viewpoint of 'greenfield' development, wherein the property being developed has not had a previous human-centric land use. State statute does not outline the costs the City takes on as part of a subdivision development (i.e., long-term financial obligations of maintaining road and utility infrastructure). While this document is as accurate as possible, individual elements of each subdivision may change applicable fee amounts. General subdivision fee estimates should be used for purposes of estimate only, and do not necessarily represent full fee amounts for any future development proposal or project type.

Wis. Stats. 66.10013 requires that the City find ways to reduce the time and cost necessary to approve and develop a new residential subdivision in the City by 20%. Overall, City staff would recommend that developers who seek to develop more affordable housing go through the Planned Development District Zoning. Finally, we do not believe that there is any flexibility in our fee schedule to reduce the overall cost to develop a greenfield subdivision, as it is already minimal compared to other municipalities.

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

www.stevenspoint.com

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

Housing Affordability Report

REPORT YEAR 2023, PERMIT YEAR 2022

Department of Community Development
City of Stevens Point, Wisconsin

Department of Community Development

Introduction

In 2017, Wis. Act 243 was passed into law. This Act created a new housing affordability reporting requirement for communities with a population exceeding 10,000 residents. This Housing Affordability Report is intended to provide the City of Stevens Point specific information on the following:

(a) The number of subdivision plats, certified survey maps, condominium plats, and building permit applications approved in the prior year.

(b) The total number of new residential dwelling units proposed in all subdivision plats, certified survey maps, condominium plats, and building permit applications that were approved by the municipality in the prior year.

(c) A list and map of undeveloped parcels in the municipality that are zoned for residential development.

(d) A list of all undeveloped parcels in the municipality that are suitable for, but not zoned for, residential development, including vacant sites and sites that have potential for redevelopment, and a description of the zoning requirements and availability of public facilities and services for each property.

(e) An analysis of the municipality's residential development regulations, such as land use controls, site improvement requirements, fees and land dedication requirements, and permit procedures. The analysis shall calculate the financial impact that each regulation has on the cost of each new subdivision. The analysis shall identify ways in which the municipality can modify its construction and development regulations, lot sizes, approval processes, and related fees to do each of the following:

1. Meet existing and forecasted housing demand.
2. Reduce the time and cost necessary to approve and develop a new residential subdivision in the municipality by 20 percent.

Additionally, this Housing Affordability Report will analyze the progress toward goals contained in the Housing Element Chapter of the City's 2005 Comprehensive Plan. This 2023 Housing Affordability Report is written to analyze the 2022 permit year, and complies with all requirements contained within §66.10013 of Wis. Stats.

Process & Data

As a result of §66.10013, this report was compiled utilizing data from permitting year 2022. This includes platting, development, and other permit data required to comply with the January 1, 2024 posting deadline outlined in 2017 Act 243. As of the posting of this report (December 2023), no Community Development-based fee adjustments or fee schedule amendments have occurred for Fiscal Year 2023. Zoning, assessment, land dedication, and ordinance data are valid and current as of the posting of this report.

Additionally, as required by 2017 Act 243, this report is posted to the City's website (**https://stevenspoint.com/197/Community-Development**) for the public to view. All members of the City's Plan Commission and Common Council will also receive a copy of this report.

Sections of this plan highlights the projected financial impact on subdivision development based on the City's fee schedule. **Please note that this document is intended to outline the financial impact on subdivision development based on the developer's viewpoint of 'greenfield' development, wherein the property being developed has not had a previous human-centric land use.** The statute does not outline the costs the City takes on as part of a subdivision development (long-term financial obligations of maintaining road and utility infrastructure, for example). While as accurate as possible, individual elements of each subdivision may change applicable fee amounts. General subdivision fee estimates should be used for purposes of estimate only, and do not necessarily represent full fee amounts for any future development proposal or project type.

Housing Demand & Affordability

Population

Over the last ten years, Portage County has had a 0.51% increase in population. The same time period, the City of Stevens Point and the Village of Whiting saw a slight decrease in population (3.93% and -7.13%, respectively), while the Village of Plover saw a significant increase in population (11.52%). The urban area of Portage County (widely considered the City of Stevens Point, the Village of Plover, the Village of Whiting and the Town of Hull), make up 66.22% of the total County population. This percentage has stayed stagnant over the last decade.

As the County seat, Stevens Point has a traditional development pattern, mixed with some suburban residential development. The City's existing housing stock similar in nature to other older communities that have experience population growth. The City has roughly 5,638 homes, of which

45% were constructed before 1950, 6% were constructed prior to 1900, and 11% were constructed after 2000. Home construction has been cyclical in Stevens Point. Single-family home construction reached its peak in the 1960s during which 13% of the City's current stock was built. In the 1980's, only 3% of the City's current housing stock was constructed (note: Town of Hull and Village of Plover saw significant single-family housing development during this time). In the 1990's, the City's housing development increased as correlated to the development of the more suburban parts of the City. As of now, single-family construction from 2010- 2015 in Stevens Point accounts for 2% of its total housing stock, meaning a moment of waning in single-family housing development within the City. 54% of the City's housing stock are detached single-unit structures, wherein one residential unit is on one tax parcel. 95% of all homeowners in the City live in single-unit structures. Due to the significant University of Wisconsin-Stevens Point and Mid-State Technical College student populations, the City does have a disproportionate percentage of City households occupied by renters (49%). For the last several years, this number has remained nearly the same, but there has been a slight decline, from 51% to 49%.

There are several factors that play into the outward growth, or lack thereof, of the City's population. Environmental constraints on the City's municipal boundaries (high ground water and bedrock, for example) have limited the City's ability to grow 'outward' in a traditional suburban development pattern. Additionally, local public policy has shifted from outward growth to core redevelopment, which replaces existing, older homes with newer homes. This means a one-for-one replacement of existing housing stock, and typically takes a longer time to achieve neighborhood turnover. Other factors also indicate that the last several years, surrounding municipalities have been developing tax-forfeiture (County-owned) subdivisions in the former Tree Acres Golf Course in the Southeast corner of the Village of Plover. This land was being sold undeveloped between $9,500 and $10,000 per acre, as opposed to similar properties in or around the City of Stevens Point selling for $30,000 to $35,000 per acre. This has drawn significant new residential development and subsequent population to surrounding municipalities as opposed to the City.

In 2013 the Wisconsin Department of Administration (DOA) provided population estimates for the year 2040 based on the 2010 Census and other data provided to the State. The DOA estimates indicated a population of 30,150 persons by 2040. These estimates translate to 12,369 households with an average household size of 2.13 persons per household. There are some concerns over the accuracy of this population projection as the 2020 Census results for the City is 2,754 individuals behind the original 2020 projection.

Growth Trends & Focus Areas of the Community

For the last several years a significant refocus has occurred at the local policy-making level. Local elected and appointed officials have opted to spend time, energy, and money on redeveloping and reinvestment the City's existing neighborhoods, while discouraging suburban greenfield

development. This means that fewer new utilities and roadways are installed, and therefore fewer (if any) impact fees are assessed to developers seeking to construct new residential subdivisions. The implementation of this shift in policy is new – however, the City's 2005 Comprehensive Plan identified upkeep, maintaining, and offering incentives to homeowners to improve the existing housing stock. Major non-single-family developments either have occurred (Berkshire Senior Housing) or are under construction (Northside Yard, BANTR Apartments, The Grove). These developments are on existing lots within the City's core neighborhoods, and are not considered greenfield development. While infill development does require building permits and some impact fees, it is not as impactful to the developer if a greenfield development were to occur. Additionally, given the focus on infill redevelopment and reinvestment, you will see that the City's building permits on alterations is higher than other municipalities that are hyper-focused on suburban development and subdivisions.

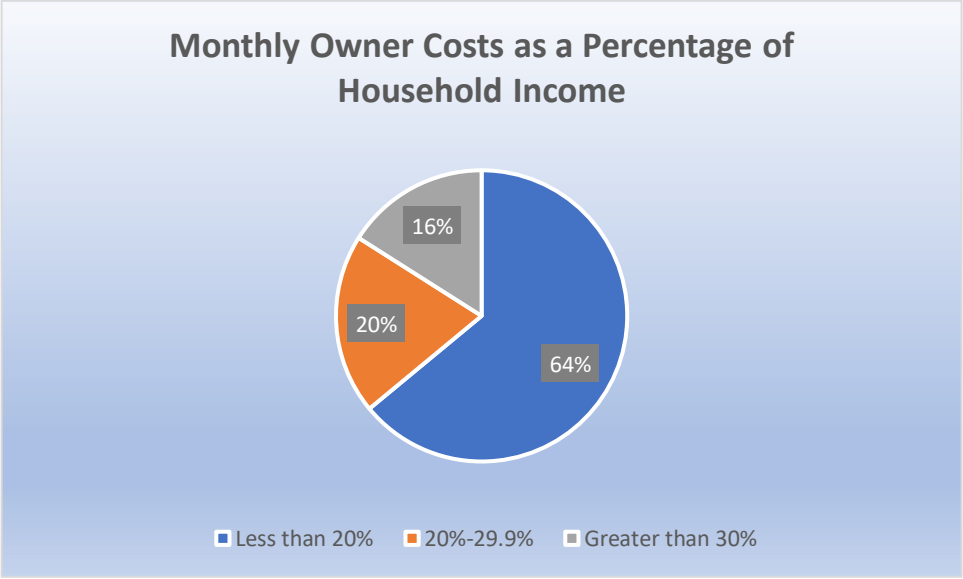
Housing Affordability

Utilizing data from the 2022 American Community Survey, we can provide generalizations on how affordable housing (whether rental or owner-occupied) is within the City of Stevens Point. Housing affordability has been defined by the amount of monthly income that is dedicated to paying a mortgage or rent. According to the U.S. Department of Housing and Urban Development, families that pay more than 30% of their monthly income for housing are considered housing cost-burdened. This means that those families are financially limited on other non-discretionary costs of living within the community (transportation, groceries, student loans & debt service, childcare, etc.). In the City of Stevens Point, the median gross household income is $46,663.

Owner-Occupied Housing

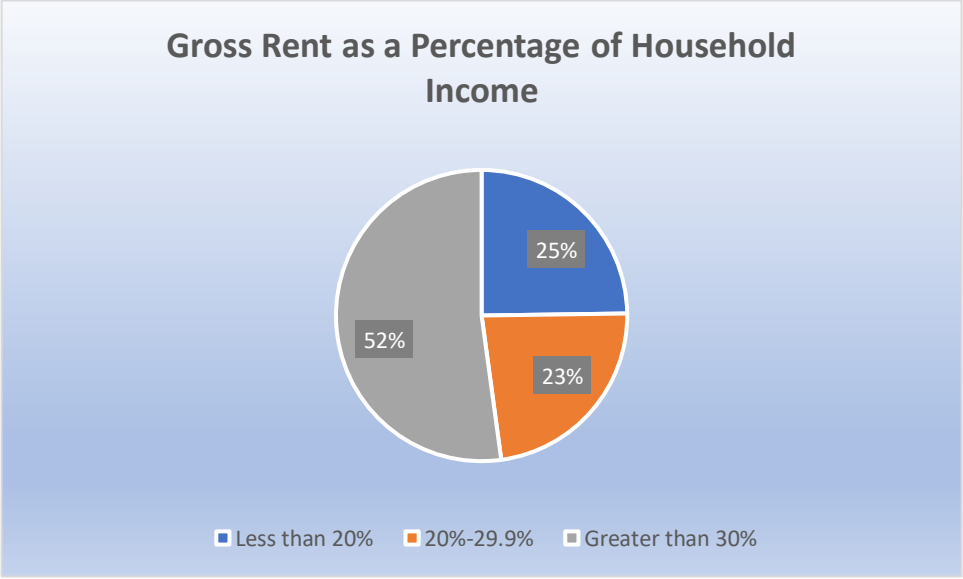
In order for us to dive further into the housing affordability component of this, we need to better understand the data in which we are pulling this information from. When identifying "Monthly Owner Costs" it should be known that this includes the sum of payments for mortgages, deeds of trust, contracts to purchase, or other similar debts on the property. It also includes real estate taxes, proper insurances, and utilities.

According to the 2020 American Community Survey, there are 10,273 occupied housing units within the City. Of those, 5,098 (49.6%) are owner-occupied. Additionally, of the 5,098 owner-occupied units, 3,021 (59.3%) have a mortgage or mortgage-equivalent. Of those with a mortgage or mortgage-equivalent, roughly 816 households (16%) spend more than 30% of their household income on Monthly Owner Costs. Below is a percentage breakdown of the percentage of household income spent on Monthly Owner Costs.



Non-Owner-Occupied Housing (Renters)

With a high student population and older housing stock, it is no surprise to public officials that the City has a higher percentage of non-owner-occupied housing ("renter-occupied") than peer communities. Of the 10,273 occupied housing units in the community, 5,075 (49.4%) are renter-occupied. Based on data gathered from the U.S. Census, 52% of renter-occupied housing units pay over 30% of their household income towards rent.



Although this state-mandated report is well intended and affords municipalities the opportunity to review our internal fee structures and identify ways to reduce the cost of developing housing within the City, thereby reducing the cost shift from the developer to the new home owner. It would be deceiving if the author of this report would fail to point out the irony between §66.10013, §66.10014,

and §66.1015. §66.1015 of the Wis. Stats. outlining limitations (read: prohibiting) on a municipality's ability to enact inclusionary zoning. With a focus on §66.1015(3) specifically reading:

> *(3) Inclusionary zoning prohibited.*
> *(a) In this subsection:*
>
> > *1. "Inclusionary zoning" means a zoning ordinance, as defined in s. 66.10015 (1) (e), regulation, or policy that prescribes that a certain number or percentage of new or existing residential dwelling units in a land development be made available for rent or sale to an individual or family with a family income at or below a certain percentage of the median income.*
> >
> > *2. "Median income" has the meaning given in s. 234.49 (1) (g).*
>
> *(b) No city, village, town, or county may enact, impose, or enforce an inclusionary zoning requirement.*

Sadly, there is irony in requiring municipalities to write this report annually and identify ways to reduce our impact fees at the time of approval of a new subdivision by 20 percent – under the guise of 'Housing Affordability' – but prohibit local governments to require that new housing developments have *some* type of affordable housing. Arguably, one of the best ways to address local housing shortages is to allow the local municipality to regulate development of *some* affordable housing when working through a new development – not by solely relying on the market to drive this component.

Although the first round of reporting was required for permit year 2018, municipalities should be able to request some type of state-wide audit of this Housing Affordability Report to identify whether or not the reduction in impact fees and building permit fees actually impacted the final costs passed along to the new home buyers or whether or not the reduction in said fees was not passed along.

Housing Goals in the Comprehensive Plan

The City's most recently adopted Comprehensive Plan was approved in 2005. The existing Comprehensive Plan focuses on strengthening our neighborhoods, improving the housing stock, and furthering housing policy that promotes affordability, availability, and accessibility of units. Each of those development goals include specific policy items as outlined below:

Goal A. Allow for an adequate supply of housing to meet the needs of all citizens; a diverse housing stock exists across income levels and within neighborhoods.

Objective A1: Planning policies and development regulations should be flexible, and not impose unnecessarily rigid or strict residential environments, allowing for variation in housing type and density, and in the socio-economic composition of neighborhoods in all sections of the city.

Policy A1.1: Create zones where maximum lot sizes, smaller lots, and mixed uses would be considered as part of an overall design theme perhaps using Traditional Neighborhood Principles.
Policy A1.2: Promote the availability of adequate and affordable housing for the elderly, disabled, and low income.
Policy A1.3: Residential growth should be clustered, where appropriate, within walking or biking distance of everyday necessities, incorporate green space and other natural resources into its design, contain a diverse housing stock, be located near services, and less reliant on the automobile.
Policy A1.4: Mixed-Use Flexibility - To plan for "mixed-use" residential areas where appropriate, with guidance and participation by neighborhood residents and alderperson to assist the Planning Department in establishing specific neighborhood densities, zoning districts, and zoning boundaries.
Policy A1.5: Environmental Quality - To reject or require changes in residential development proposals which are determined to result in environmental problems such as groundwater or surface water pollution, destruction of scenic quality, adverse effects on shorelands or wetlands, creation of surface drainage problems, and loss of good farmland.

Objective A2: Infilling and Avoidance of Sprawl - To plan for and advocate the development and/or redevelopment of close-in parcels of land having some or all existing City services as a means of bringing available City lands on the market for residential expansion. As a general rule these lands will be less costly to develop than the extension of services to fringe lands.

Policy A2.1: To develop incentives for the owners of such lands to initiate developments.
Policy A2.2: To provide reasonable incentives to developers to develop such parcels where there is a confirmed fiscal benefit to the City.
Policy A2.3: Develop housing close to places of employment.

Policy A2.4: Reemphasize residential development at downtown locations in conjunction with retail and commercial development.

Goal B. Maintain or improve the quality and integrity of existing housing and neighborhoods. The result will be residential neighborhoods which are safe and pleasant, where property values are protected, and which are free from incompatible land uses and traffic volumes.

Objective B1: Housing is monitored and quality maintained through the strict enforcement of guidelines and codes

Policy B1.1: Review and update building maintenance and occupancy codes; enforce minimum housing standards throughout the City.
Policy B1.2: Enforce maintenance and occupancy codes to targeted neighborhoods and respond to housing maintenance concerns on a complaint-made basis.
Policy B1.3: Take action to address property maintenance and night-time noise complaints, surrounding college housing. Possible actions include targeted policing and neighborhood watch programs.
Policy B1.4: Apply codes relating to sidewalk maintenance and shoveling uniformly across the City.

Objective B2: Establish a subcommittee to evaluate costs and benefits of a design review process for multifamily projects approvals.

Objective B3: Maintain and expand housing owner and landlord rehabilitation loan programs.

Policy B3.1: Maintain and administer City Housing and Community Development Authority Housing rehabilitation programs.
Policy B3.2: Apply for additional City housing rehabilitation funding through Community Development Block Grant and other programs.
Policy B3.3: Assist renters to become homeowners with down payment assistance, training, rehabilitation costs and others as needed.
Policy B3.4: Coordinate City housing programs with CAP Services Inc. housing programs to maximize leverage of additional funds.
Policy B3.5: Support the expansion and continuation of CAP Services Inc. housing rehabilitation programs.
Policy B3.6: Provide assistance to the Stevens Point Area Senior High School, Habitat for Humanities, or other appropriate new house construction program by assisting with financing, lot purchase, or other assistance.

Policy B3.7: Apply public housing programs in a manner that does not result in the over-concentration of low-income persons or a single ethnic group in a single area.

Objective B4: Older homes are preserved through incentives that are offered to those who revitalize and maintain existing housing within the urban area.

Policy B4.1: Allow for the reasonable remodeling and expansion of those older homes and garages to modern standards while at the same time protecting the rights of privacy and enjoyment of open space of neighbors.
Policy B4.2: Create a working group to study the impact of current setback requirements on older neighborhoods and to amend those codes as necessary.
Policy B4.3: Identify existing homes that are in such poor condition that they should be demolished and the lots made available for new housing.

Goal C. Plan for an adequate supply of land for residential development which allows choices between different types of residential environments.

Objective C1: The City works to identify and preserve areas for future city growth.

Policy C1.1: Work with neighboring towns to identify and preserve areas for future city growth.
Policy C1.2: Maintain an adequate supply of land for residential development.
Policy C1.3: Avoid residential sprawl outward along Highways 10 and 66 through use of available City powers including extraterritorial plat review.
Policy C1.4: Compliance With Development Standards - review all subdivision plats and lot splits to assure that all City residential development standards are met and to insure that each subdivision is planned to interrelate well with surrounding development, existing or future.
Policy C1.5: Encourage housing projects which have a net positive tax impact to the City.
Policy C1.6: Neighborhood design enhances community character.

Objective C2: Growth boundaries are established and maintained in the urban area to assist zoning in regulating and managing outward growth and protecting undeveloped land.

Policy C2.1: Local units of government work together to develop creative ways to plan for and share the benefits of growth across municipal boundaries.
Policy C2.2: Develop an educational program for municipal boards and the public related to housing issues.

Objective C3: Payment for Development Costs - require developers to provide required public services as determined by Council, and provide arrangements for payment of that portion of development costs before such developments receive final approval by the City.

Policy C3.1: Investigate strategies to reimburse the City for the costs of new development.

Meeting the Housing Goals of the Comprehensive Plan

The most recent City of Stevens Point Comprehensive Plan contains several goals relating to housing affordability and meeting demand for households of all income levels. Notable policies to reduce cost of fees and infrastructure include encouraging infill development, revising regulation to allow higher-density housing types, and prioritizing redevelopment, mixed-used, and housing rehabilitation within the City.

There are policies within the plan that are aimed at marketing assistance programs to homeowners for rehabilitation, especially lower-income households, as well as directly analyzing locations for likely new workforce housing development. Importantly, the plan recognizes the necessary collaboration with adjacent municipalities. Partnership is necessary to ensure flexibility in the ability to provide a range of housing choices and locations for residents of the region.

As outlined earlier, much of the lack of greenfield development is partly due to development constraints that limit the City's possibilities for expansion, such as growth boundaries, utility expansion, and natural challenges such as prevalence of both wetland and bedrock in locations that would otherwise support development.

Residential Activity & Fees Collected

Consistent with §66.10013(2)(a) and (b) of the Housing Affordability Report requirements, in 2022 the City approved the following plats, permits, and maps for residential development:

Table 1: Residential Activity, 2022

Fees Collected - 2022	Projects	Total Fees	Avg. Fee per Project	Avg. Project Cost
New Single Family Residential	8	$10,791.00	$1,348.88	$266,066.59
New Duplex(s)	9	$13,698.50	$1,522.06	$326,933.33
New Multi-Family	5	$30,036.80	$6,007.36	$4,499.727.60
Addition	3	$1,056.90	$352.30	$112,536.67
Alteration	334	$27,332.31	$81.83	$6,650.06
Demolition	9	$450.00	$50.00	$2,938.89
New (Deck, Driveway, etc.)	150	$9,868.68	$65.79	$8,548.01
Replacements	661	$35,017.37	$52.98	$8,177.19
Unclassified	16	$1,978.30	$123.64	$14,201.25
TOTAL	1195	$130,229.86	$9,604.84	$5,195,779.59

Table 2: Residential Units Created, 2022

Type	Residential Units Created
Subdivision Plat	39
Certified Survey Maps	7
Condo Plats	0
Single-Family Permits	8
Two-Family Permits	9
Multi-family Permits	17

Table 3: Residential Permits, 2022

Type	Residential Permits
Subdivision Plats	0
Certified Survey Maps	0
Condo Plats	0
New Unit Building Permits	34
Alteration Permits	334
Addition Permits	4

Permits issued and units created in 2022 represent all residential activity in the City. Consistent with previous years, there is significantly more activity will alterations and additions as opposed to creation of new units of housing. This also indicates that homeowners within the City of Stevens Point are working to maintain their properties, and could also be considered that property owners within the City are living within their financial means. This provides for a more resilient community during economic uncertainties.

Of note in meeting affordability and upkeep/maintenance goals that improve the condition of existing housing stock, it is worth reiterating that 97% of all permits were issued for additions, alterations and replacements. Considering the general homeownership affordability in the City, as well as the number and percentage of improvement-related fees, owners appear to be spending significant amounts of capital in increasing the condition of homes.

For new construction, the average new home project cost for single-family residential in 2022 was nearly $266,067 per unit. The aforementioned figure indicates that while there is a small market for new construction, these homes are targeted to higher-income households. This is consistent with the known gap in housing availability, higher-priced new construction lifts pressure and burden on lower-cost housing options for lower income households - especially under consideration of stagnant or slightly decreasing housing demand in the City, and inflationary measures within the global economy.

Financial Impact of Fees on Development

City fees for new development are modeled below to illustrate impact on a hypothetical subdivision. For purposes of this illustration, these fees demonstrate cost for a development of 30 single family units and 16 duplex units, all 3-bedroom units. Size of units is assumed to be 2,500 square feet for single-family units and 1,500 square feet for duplex units. On a per-unit basis, the average estimated City fee is $1,515.96.

Fee	Amount	Unit
Park Improvement Fees and Fee in Lieu of Land - Single family	$300.00	Dwelling Unit
Park Improvement Fees and Fee in Lieu of Land - Duplex	$500.00	Dwelling Unit
New Residential Building Plan Review (1 and 2 family)	$0.02	SF (min $40)
New Residential Electrical Review	$0.01	SF (min $40)

New Residential HVAC Review	$0.01	SF (min $40)
New Residential Plumbing Review	$0.01	SF (min $40)
New Residential Zoning Review	$0.02	SF (min $200)
New Residential Building Inspection	$0.10	SF (min $200)
New Residential Electrical Inspection	$0.10	SF (min $200)
New Residential HVAC Inspection	$0.10	SF (min $200)
New Residential Plumbing Inspection	$0.10	SF (min $200)
New Residential Zoning Inspection	$0.06	SF (min $120)
Wisconsin Uniform Building Permit Seal	$43.00	Dwelling Unit
Temporary Electric Permit	$50.00	Per Service
Preliminary Plat	$300.00	Application
Preliminary Plat	$10.00	Lot
Final Plat	$50.00	Application
Total		

Analysis of Development Regulations

Regulation

Residential development within the City of Stevens Point is generally consistent, predictable, and effective across different zoning districts. The City updated fee tables in 2018 to increase transparency of development and addition/alteration, and offer straightforward calculations to estimate impact. The City Plan Commission meets monthly to review and discuss development proposals. In addition, the City Code of Ordinances is complete in zoning and development requirements – creating uniformity in consistency and expectation for developers who are proposing new construction or alteration/rehab within the City.

There are sections and Districts within the current ordinance that are prohibitive to new housing construction, especially of specific unit types for infill and small-lot development. Both the Zoning and Subdivision ordinance are scheduled for revision to include tiny houses, cluster subdivisions, cottage clusters, etc. which are expected to increase diversity of development and redevelopment possibility.

The Subdivision Ordinance creates additional requirements in platting and survey maps, consistent with Chapter 36 of the Wisconsin State Statutes. The ordinance also creates consistency with the City's Comprehensive Plan, requiring public dedication and improvements in order for final subdivision plats and maps to be granted.

Costs of improvements and dedications are funded through unit sales and rent revenue, and are generally passed on to consumers which impacts affordability of development in the City. However, in 2022 the degree of new unit development is reflective of the need for rehabilitation and

redevelopment across many districts. Generally, the City's land use regulations are not considered overly burdensome to the development of housing within the community.

Land Costs

Land costs are directly impacted by land use regulations, and are passed onto development through regulatory requirements of individuals districts. Due to the necessary costs associated with fees to promote health, safety, and welfare of residents, the largest potential for reducing time and cost of development is through regulations associated with land cost. However, due to the nature of the housing market affordability of rehabilitation as opposed to new construction, the amount of impact is limited. The City of Stevens Point Community Development Department does not believe that it is the responsibility nor the role of the City to reduce land costs for the development of a greenfield subdivision. Developers take on specific risks when developing greenfield subdivision, and the land regulations regulated through the City's Zoning and Subdivision Code are specifically written for a purpose. As an example, the 2018 Housing Affordability Report written by MSA Consulting encourages the City to consider reducing the minimum square footage requirements for the Residential-Low Density developments. Currently the required size is 2.0 acres. The intention of this district is established to provide for low density residential land usage and accessory uses particularly in fringe areas of the City to reduce the need for and cost of public services such as sewer and water, or to be applied in those areas of the City where natural environmental conditions present physical development problems such as from high ground water, bedrock, clay soils, etc. A further purpose is to help preserve the open space and natural scenic and ecological qualities in special areas such as along shorelines, wetlands, bluffs, community parks or other areas identified by the Plan Commission and otherwise consistent with the City's Comprehensive Plan. If the City were to reduce the size of the minimum square footage required, we would actively be working against our own zoning code.

If a developer wanted to do smaller lots and a lesser footprint than typically allowed, City staff would encourage the developer to pursue a Planned Development District. A Planned Development is a zoning district that allows for deviation from the standards of this zoning ordinance in exchange for higher quality development. This could include higher density wherein higher density may not be allowed or if a developer intended to develop a residential project outside of a typical subdivision (tiny homes, cottage development, etc). This is the most effective way to reduce overall costs to develop a residential project in the City by 20 percent. The City could reduce the time required for review to get a Planned Development District in place by offering a more streamlined process that could eliminate the public hearing component if the development is smaller than a certain number of acres or parcels. Additionally, the City could remove the conceptual review process for Planned Development Districts before going through the approval process.

Undeveloped Parcels Permitted for Residential Use

Per §66.10013(2)(c) and (d) of the Housing Affordability Report, a list and map of undeveloped parcels in the municipality that are zoned for residential development and a list of all undeveloped parcels in the municipality that are suitable for, but not zoned for residential development, are found at the end this document.

Zoning regulations for development within the City of Stevens Point are regulated within Chapter 23 of the Revised Municipal Code.

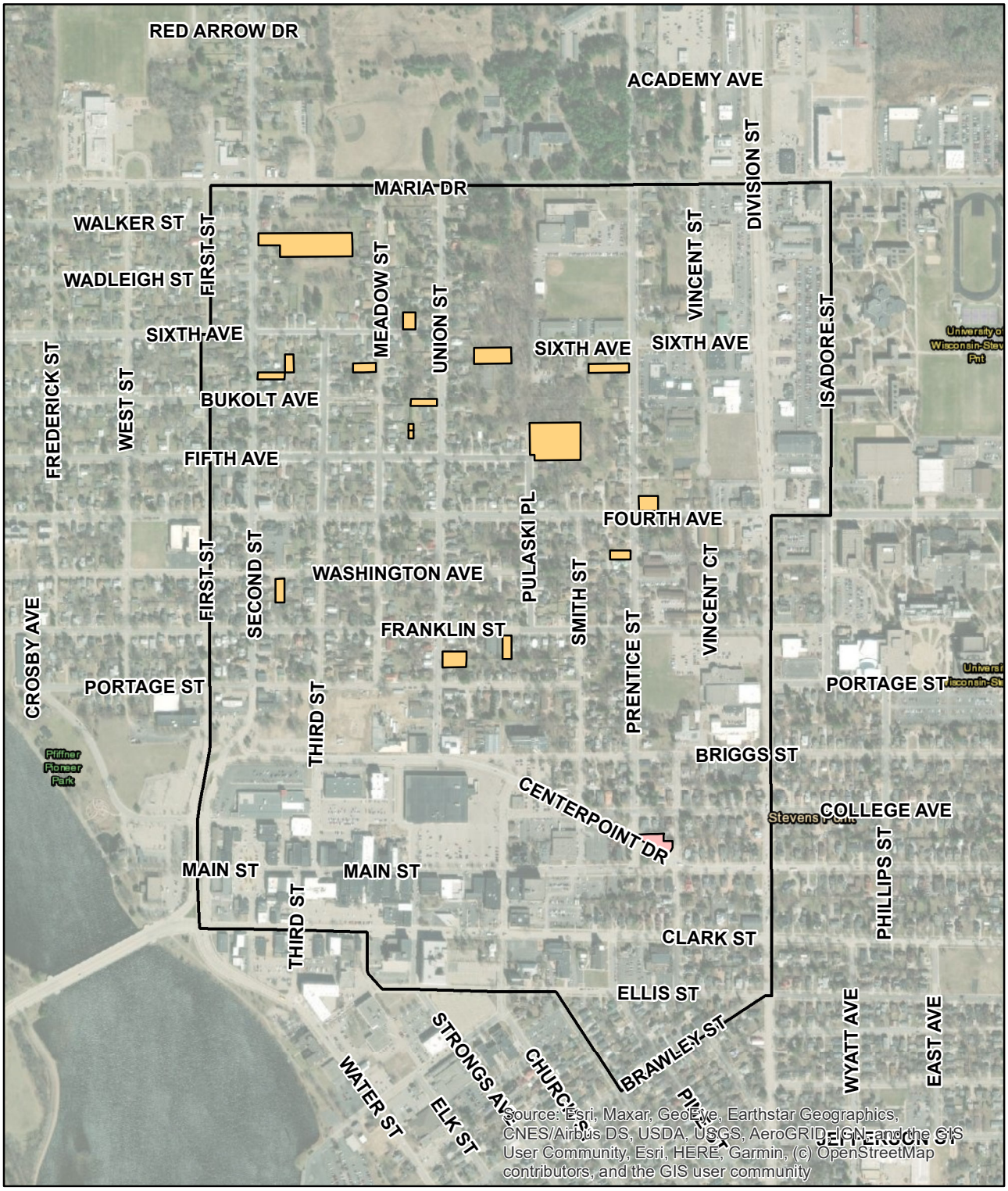
Subdivision regulation for development within the City of Stevens Point are regulated within Chapter 20 of the Revised Municipal Code.

Plan Review and Building Permit Fees for development within the City of Stevens Point are outlined in the Fee Schedule of the Community Development Department.

Developers and Builders are strongly advised to reach out to Community Development Staff before making offers to purchase on any land for residential development.

This regulatory document was reviewed by the City Plan Commission on December 4, 2023 and accepted by the Common Council of the City of Stevens Point on December 18, 2023.

Undeveloped Land Zoned for Residential Development District #1



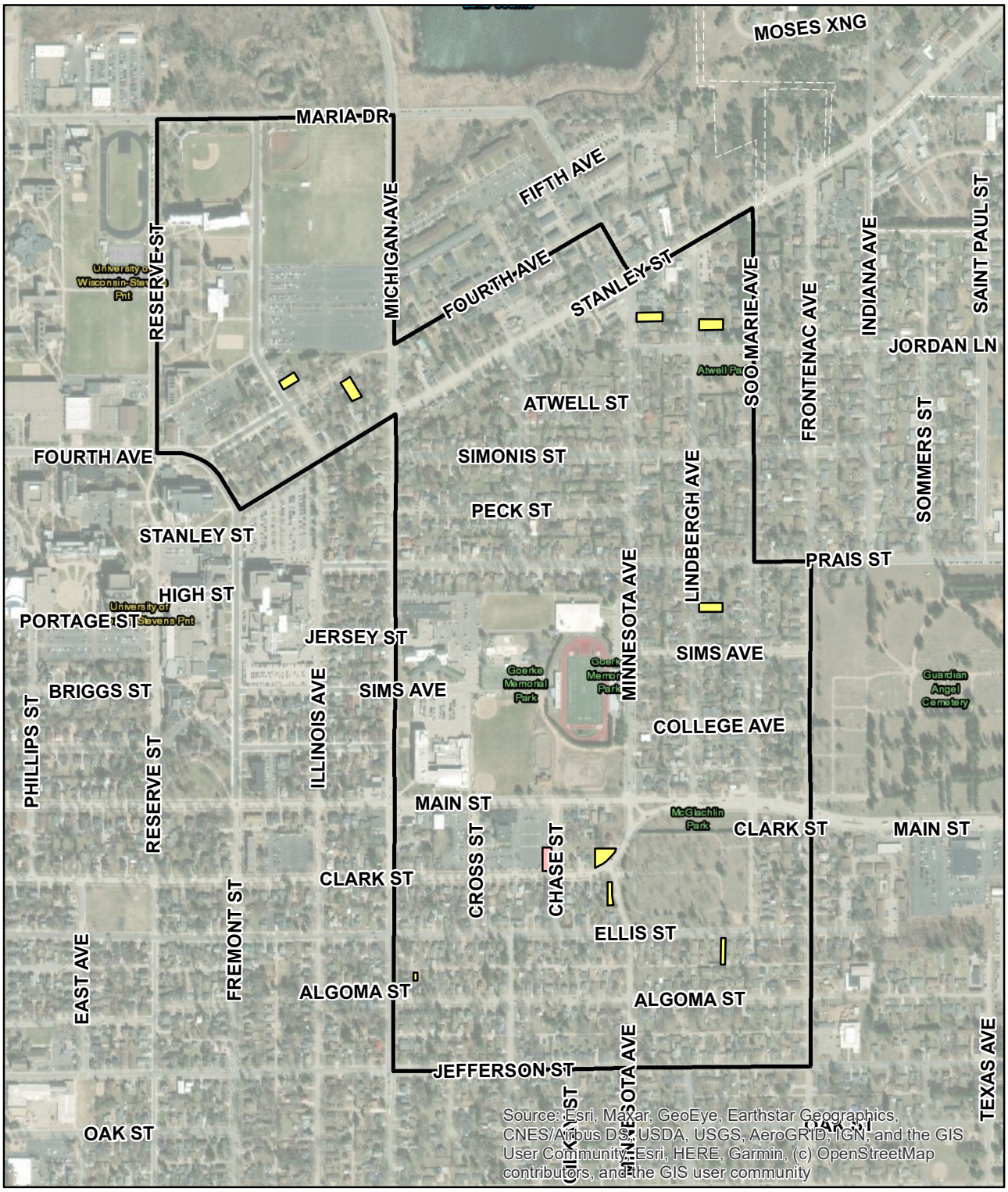
Zoning District

- R3
- R5
- Aldermanic District #1

0 250 500 1,000 1,500 2,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #2



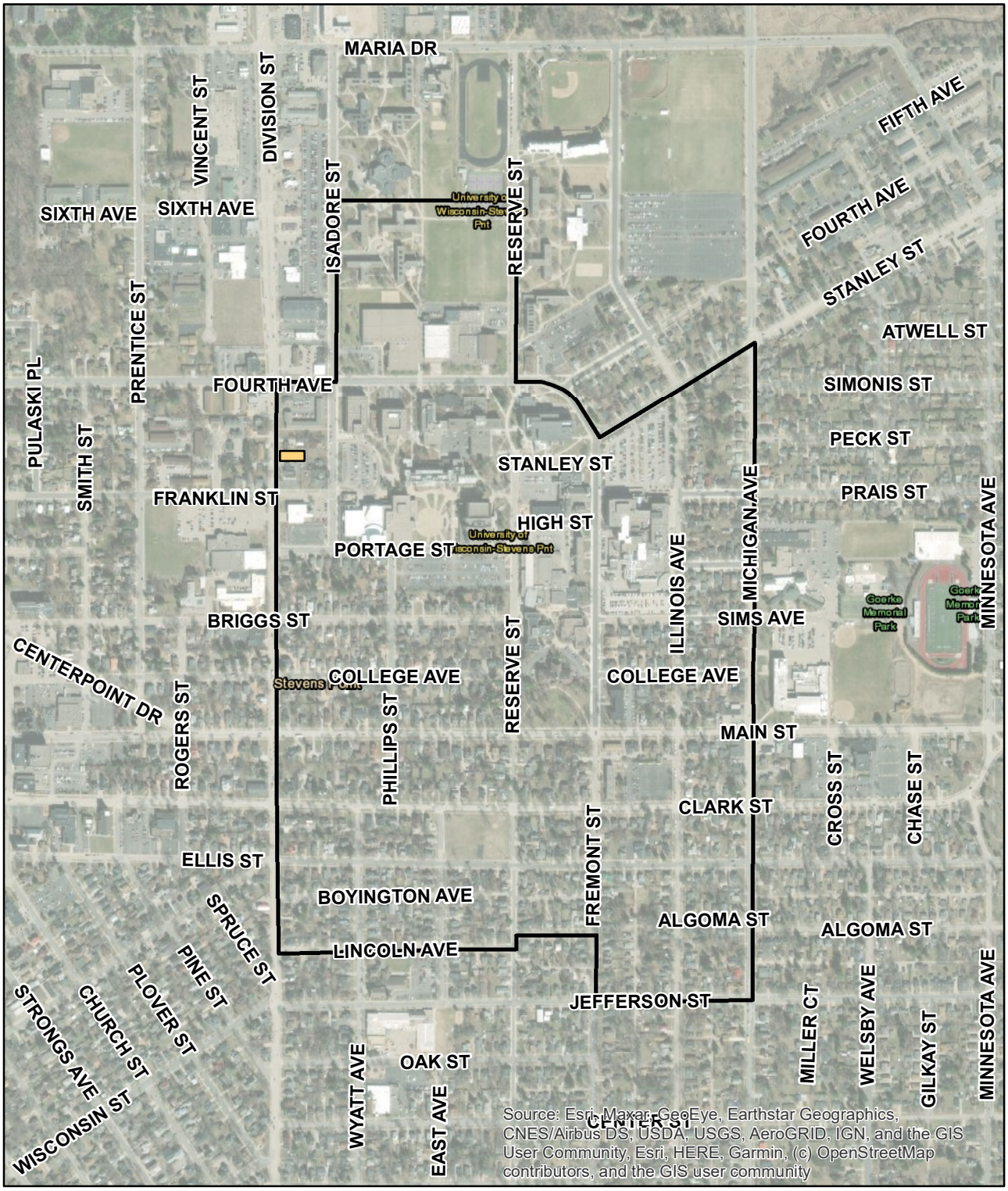
Zoning District

- R2
- R5
- Aldermanic District #2

0 250 500 1,000 1,500 2,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #3



Zoning District

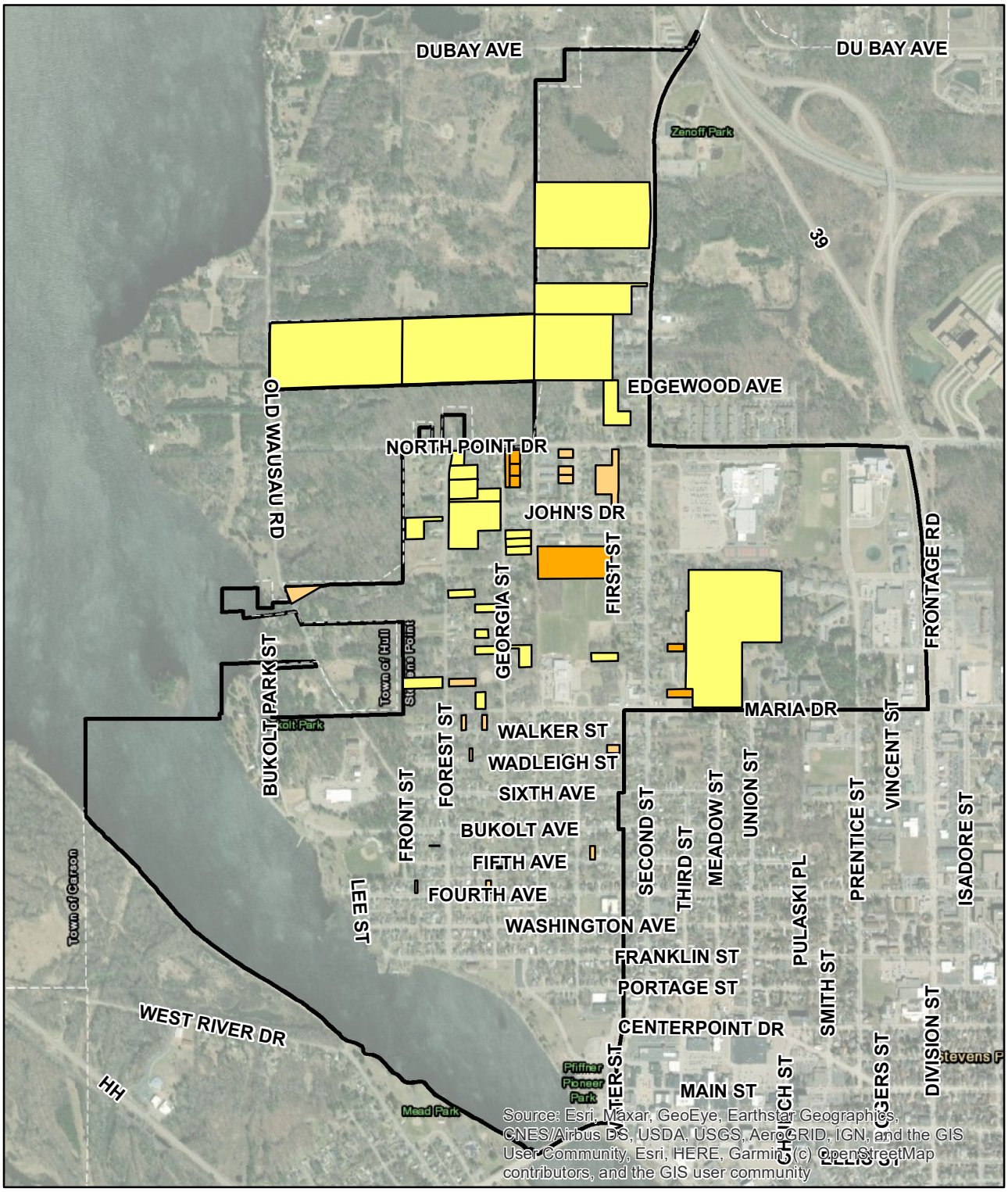
R3

Aldermanic District #3

0 250 500 1,000 1,500 2,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #4



Zoning District

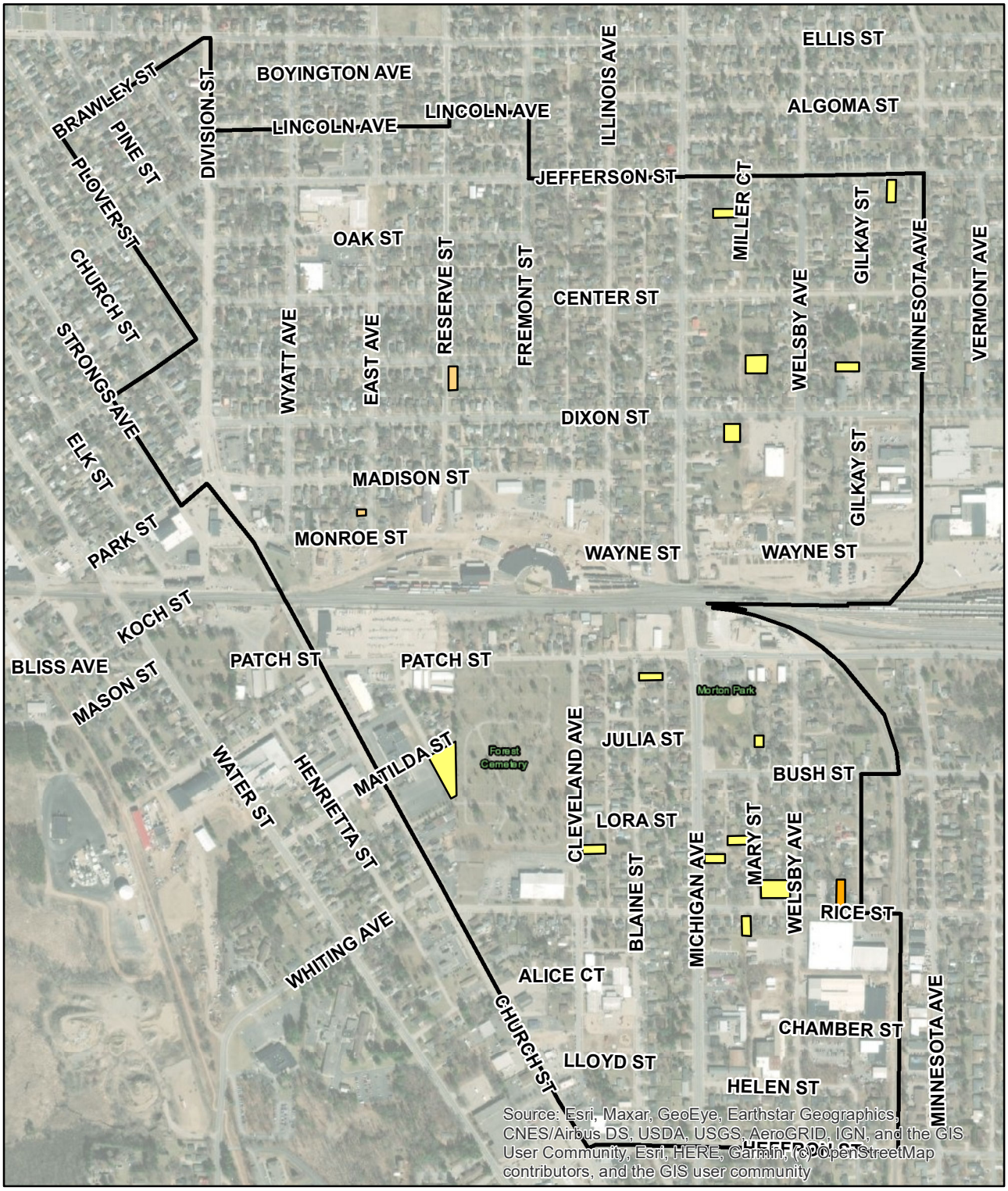
- R2
- R3
- R4

Aldermanic District #4

0 450 900 1,800 2,700 3,600 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #5



Zoning District

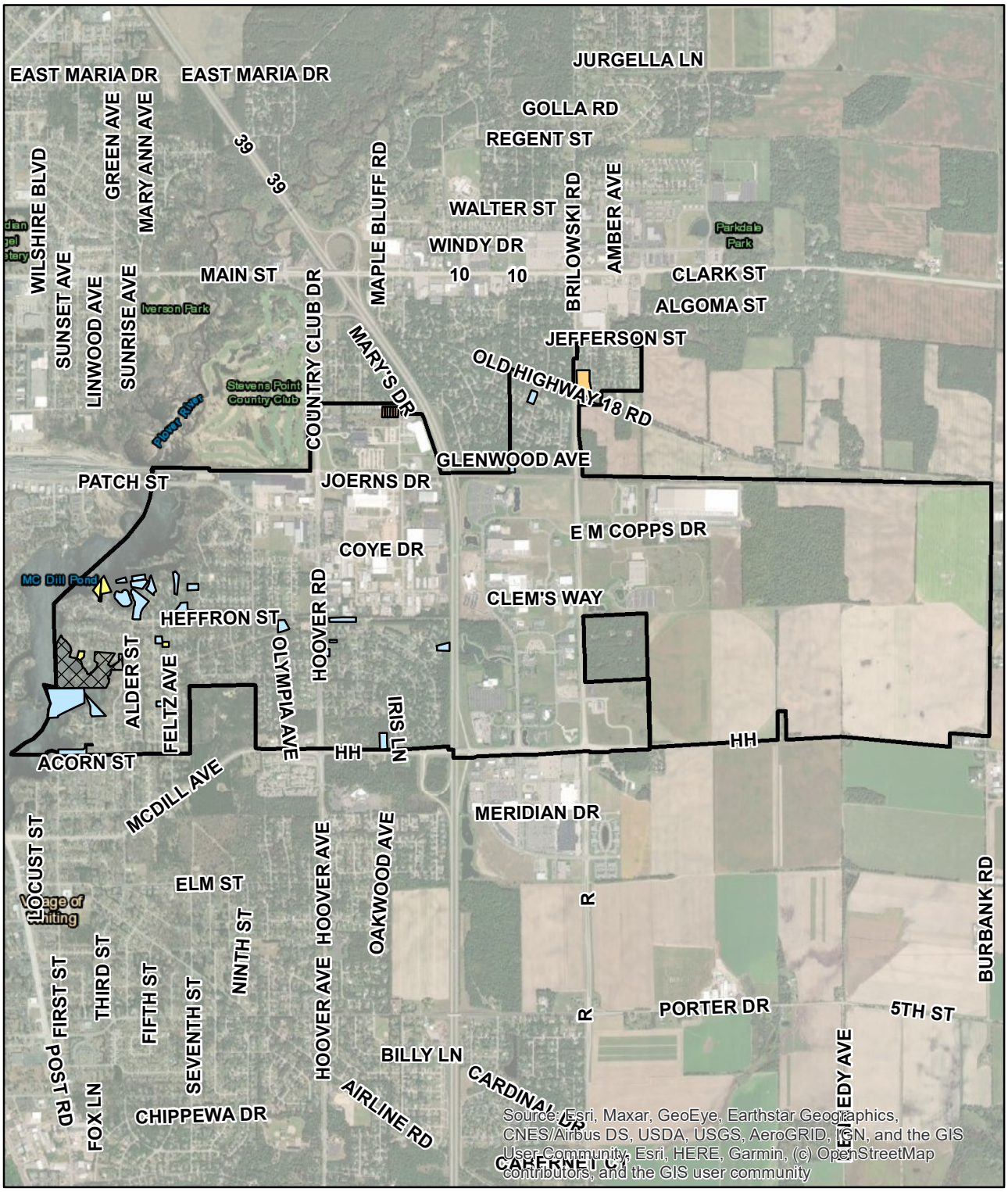
- R2
- R3
- R4

Aldermanic District #5

0 250 500 1,000 1,500 2,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #6



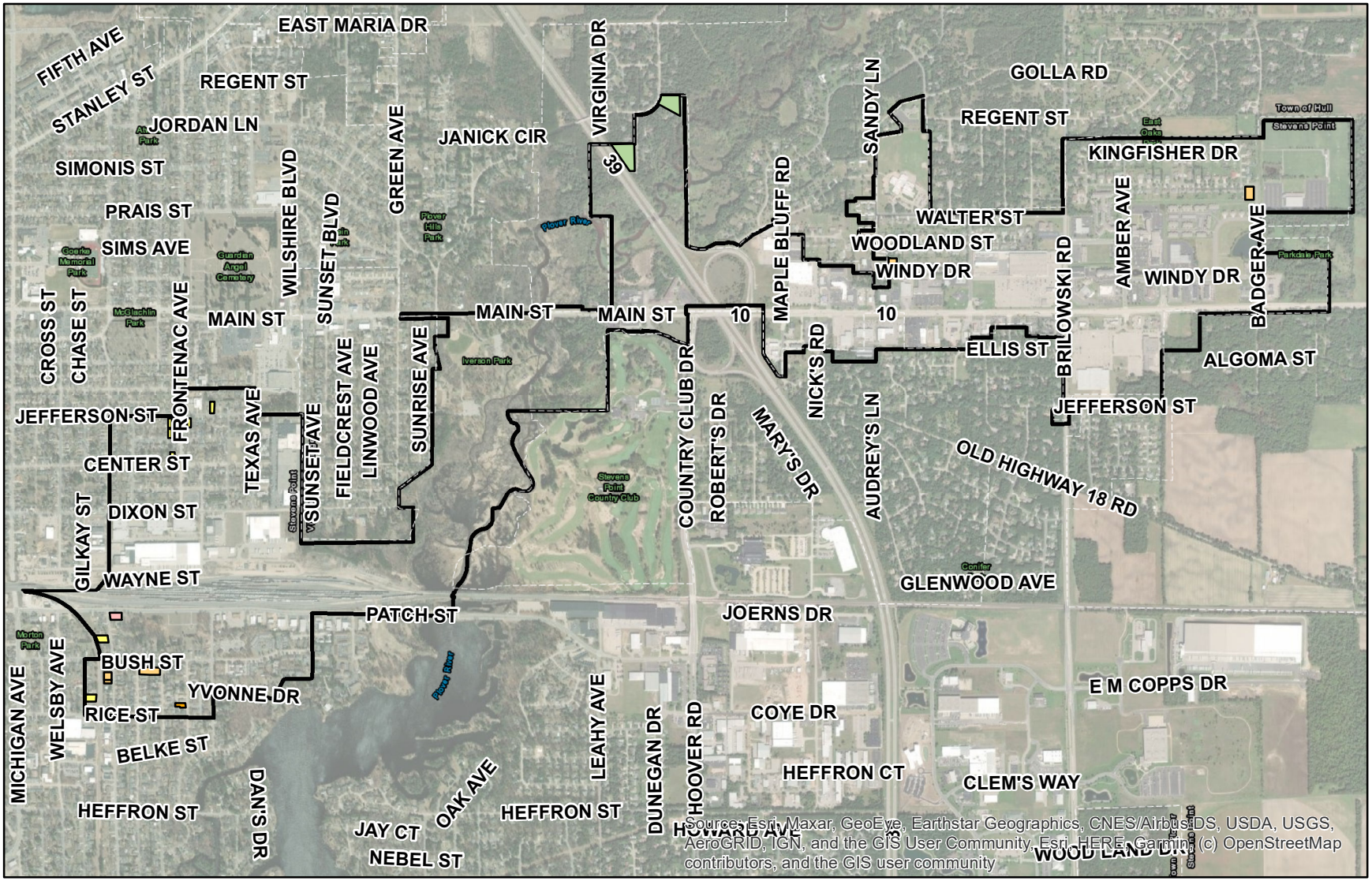
Zoning District

- R1
- R2
- R3
- Split Zoned
- Aldermanic District #6

0 900 1,800 3,600 5,400 7,200 Feet

N W E S

Undeveloped Land Zoned for Residential Development
District #7



Zoning District

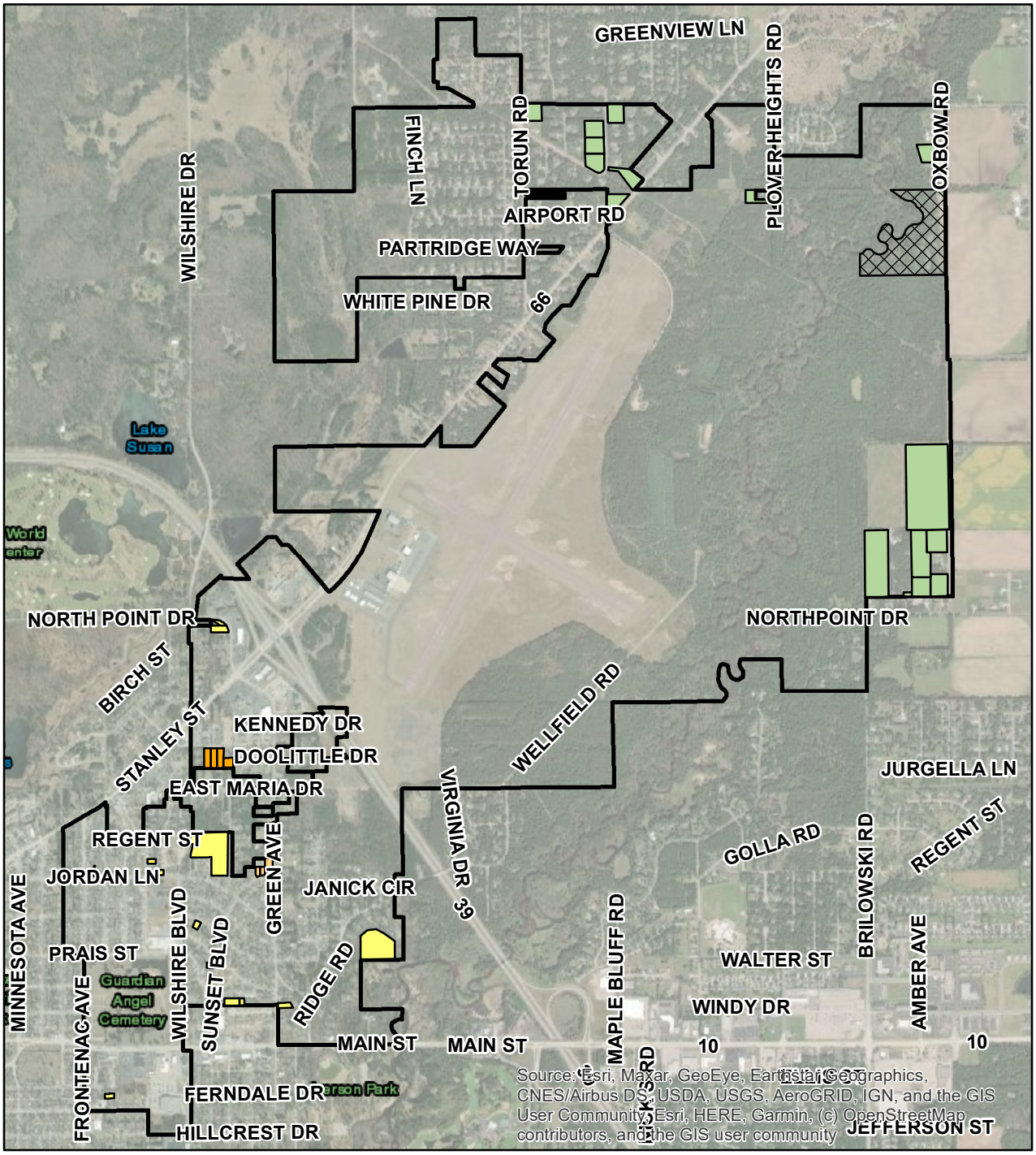
- RLD
- R2
- R3
- R4
- R5

Aldermanic District #7

0 650 1,300 2,600 3,900 5,200 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #8



Zoning District

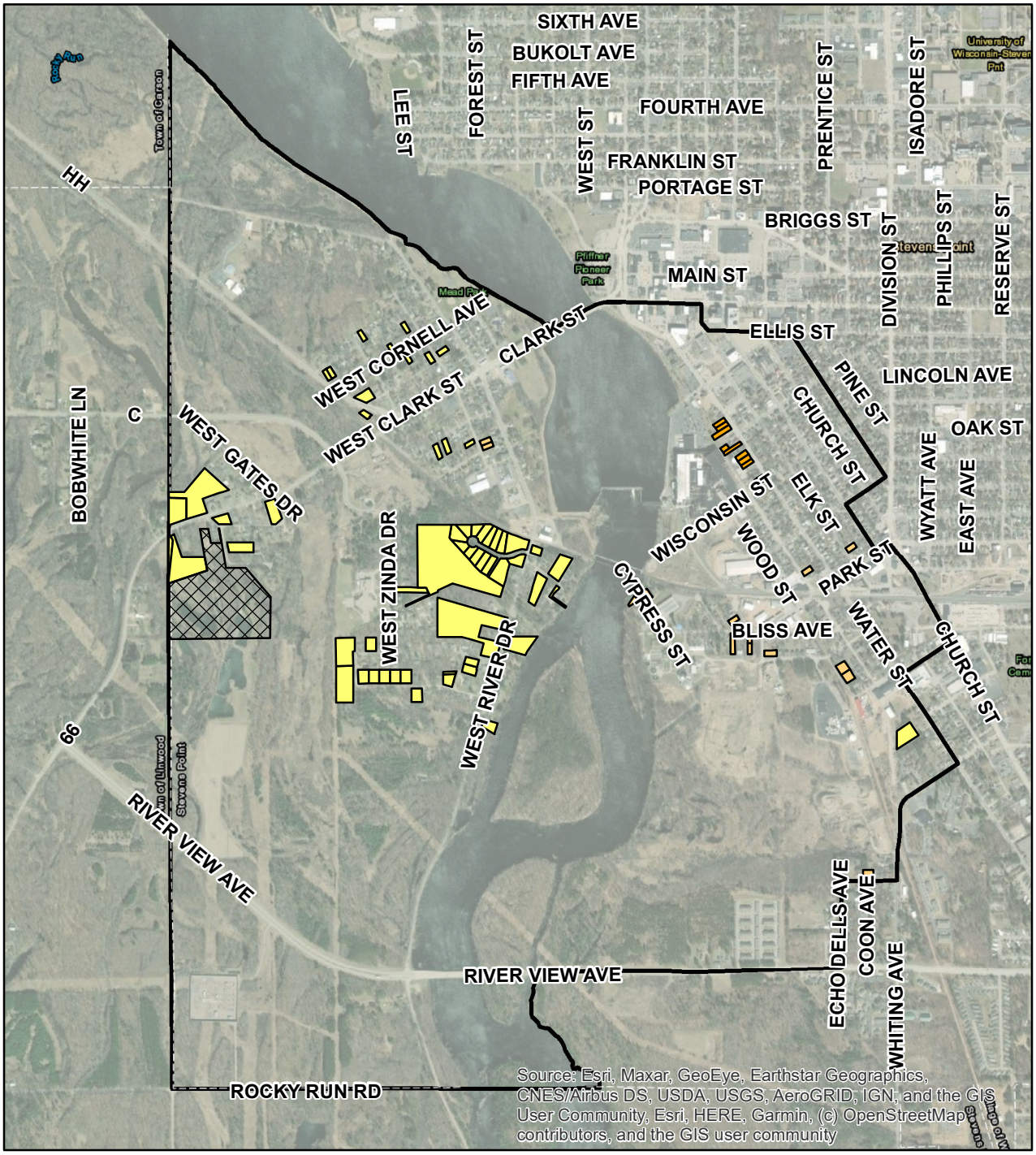
- RLD
- R2
- R3
- R4
- Split Zoned

Aldermanic District #8

0 875 1,750 3,500 5,250 7,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #9



Zoning District

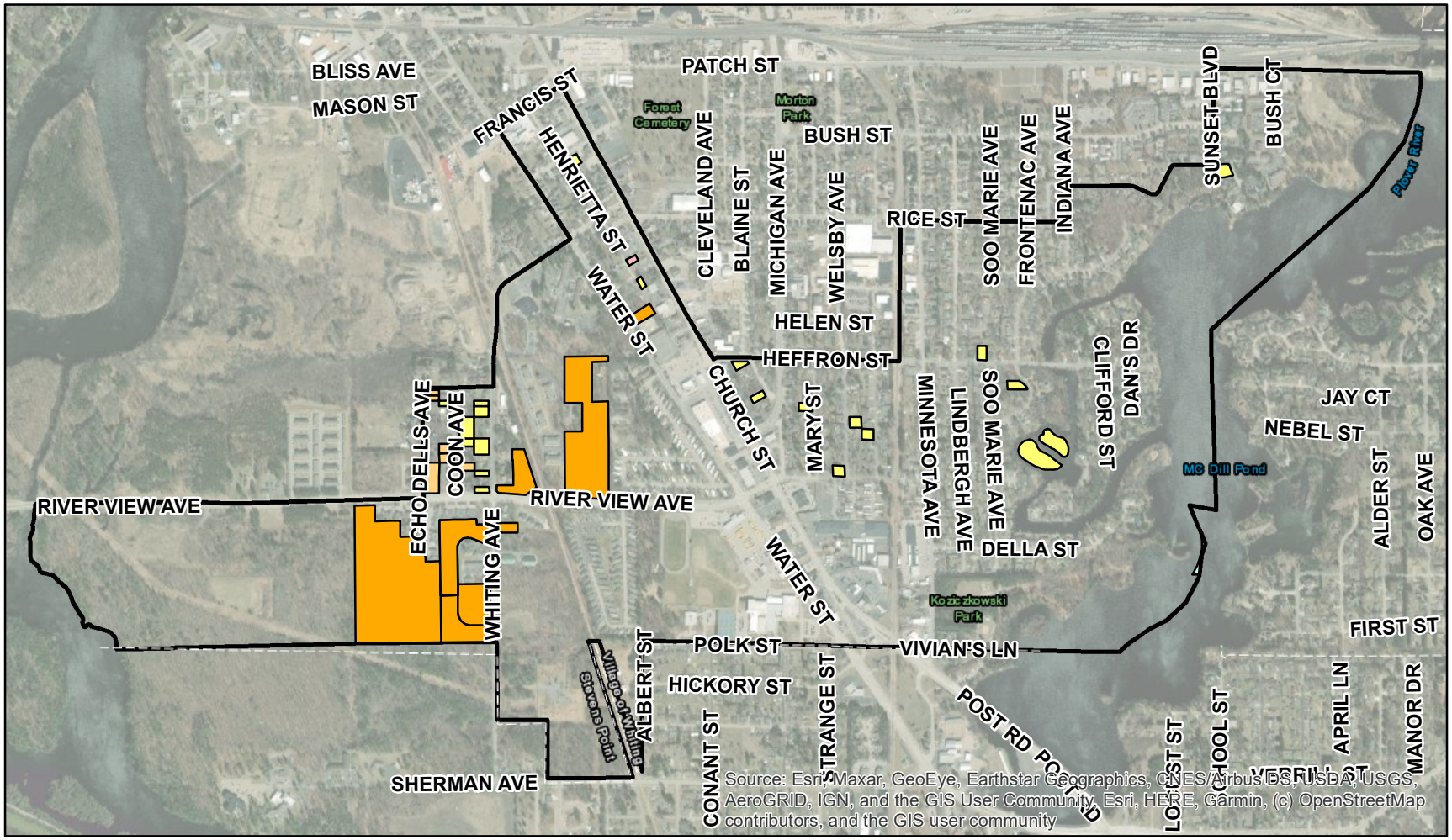
- R2
- R3
- R4
- Split Zoned

Aldermanic District #9

0 625 1,250 2,500 3,750 5,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #10



Zoning District

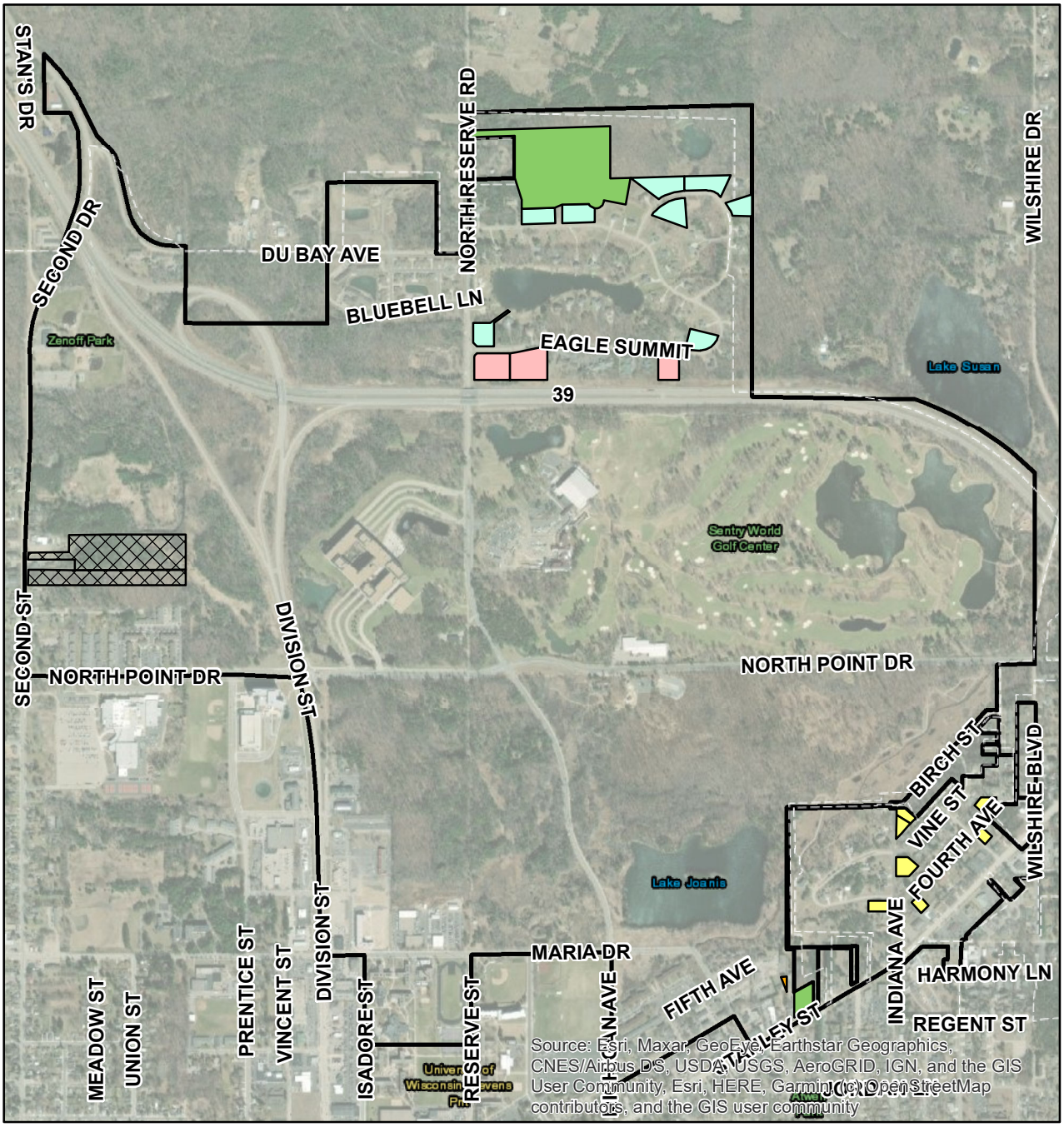
- R1
- R2
- R3
- R4
- R5

Aldermanic District #10

0 625 1,250 2,500 3,750 5,000 Feet

N W E S

Undeveloped Land Zoned for Residential Development District #11



Zoning District

- RLD
- R1
- R2
- R4
- R5
- Split Zoned

0 500 1,000 2,000 3,000 4,000 Feet

N W E S

PIN	Site Address	Zone
281230801300001	5640 CARRIE FROST DR STEVENS POINT WI 54482	B4
281240836220053	0 SONGBIRD LN STEVENS POINT WI 54482	B5
281240820140137	1917 BLUEBELL LN STEVENS POINT WI 54482	PD
281240820140138	1919 BLUEBELL LN STEVENS POINT WI 54482	PD
281240820140139	1925 BLUEBELL LN STEVENS POINT WI 54482	PD
281240820140140	1927 BLUEBELL LN STEVENS POINT WI 54482	PD
281240820140141	1933 BLUEBELL LN STEVENS POINT WI 54482	PD
281240820140142	1935 BLUEBELL LN STEVENS POINT WI 54482	PD
281240830402428		PD
281240830402427		PD
281240830402426		PD
281240830402425		PD
281240830402424		PD
281240830402423		PD
281240830402422		PD
281240830402421		PD
281240830402420		PD
281240830402417		PD
281240830402416		PD
281240830402413		PD
281240830402412		PD
281240830402411		PD
281240830402410		PD
281230803340207	0 FELTZ AVE STEVENS POINT WI 54481	R1
281230803340208	0 FELTZ AVE STEVENS POINT WI 54481	R1
281230803310709	0 OAK AVE STEVENS POINT WI 54481	R1
281230803200103	0 HEFFRON ST STEVENS POINT WI 54481	R1
281230803130057	0 HEFFRON ST STEVENS POINT WI 54481	R1
281230803330120	0 BONNIE BAY RD STEVENS POINT WI 54481	R1
281230803330123	0 BONNIE BAY RD STEVENS POINT WI 54481	R1
281230803330105	0 BONNIE BAY RD STEVENS POINT WI 54481	R1
281230803330128		R1
281230803310509	0 OAK AVE STEVENS POINT WI 54481	R1
281230803200126	0 FELTZ AVE STEVENS POINT WI 54481	R1
281230803200121	0 ISLAND VIEW CT STEVENS POINT WI 54481	R1
281230803130021	3000 PARKWAY DR STEVENS POINT WI 54481	R1
281230803200110	0 ISLAND VIEW CT STEVENS POINT WI 54481	R1
281230803200123		R1
281230803200124		R1
281230803200125		R1
281230803200105	0 OAK AVE STEVENS POINT WI 54481	R1
281240821200316	EAGLE SUMMIT STEVENS POINT WI 54482	R1
281240821200347	1109 RESERVE ST NORTH STEVENS POINT WI 54482	R1
281240821200124	0 FALCONS COVE STEVENS POINT WI 54482	R1
281240821200123	0 FALCONS COVE STEVENS POINT WI 54482	R1
281240821200401	2309 OSPREY RETREAT STEVENS POINT WI 54482	R1
281240821200407	2408 OSPREY RETREAT STEVENS POINT WI 54482	R1
281240821200410	2316 OSPREY RETREAT STEVENS POINT WI 54482	R1
281240821200409	2324 OSPREY RETREAT STEVENS POINT WI 54482	R1
281230802300125	0 CLOVER CT STEVENS POINT WI 54481	R1
281230802300604	0 HOOVER RD STEVENS POINT WI 54481	R1
281230802300610	0 TULIP LN STEVENS POINT WI 54481	R1
281230803400124	0 HEFFRON ST STEVENS POINT WI 54481	R1
281230802300102	0 HOWARD AVE STEVENS POINT WI 54481	R1
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281240828400607	0 LINDBERGH AVE STEVENS POINT WI 54481	R2
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281240828100409	0 INDIANA N AVE STEVENS POINT WI 54481	R2
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281240827300918	0 SUNSET BLVD STEVENS POINT WI 54481	R2
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281240834200305	0 GREEN AVE STEVENS POINT WI 54481	R2
281240827301912	0 RIDGE RD STEVENS POINT WI 54481	R2
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281240834201109		R2
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281240831100306	549 WEST HARDING AVE STEVENS POINT WI 54481	R2
281240828100519	0 VINE ST	R2
281230805420402	0 COON AVE STEVENS POINT WI 54481	R3
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281230805420522	0 COON AVE STEVENS POINT WI 54481	R3
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281240824330013	0 BRILOWSKI RD STEVENS POINT WI 54482	RLD
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281240824330011	0 BRILOWSKI RD STEVENS POINT WI 54482	RLD
281240824330003	0 BRILOWSKI N RD STEVENS POINT WI 54482	RLD
281240824320001	0 BRILOWSKI N RD STEVENS POINT WI 54482	RLD
281240814430003	0 PLOVER HEIGHTS RD STEVENS POINT WI 54482	RLD
281240814300112	0 SUNNY CREST DR STEVENS POINT WI 54482	RLD
281240814300210	0 HAMPTON RD STEVENS POINT WI 54482	RLD
281240814300212	0 SUNNY CREST DR STEVENS POINT WI 54482	RLD
281240814300106	0 SUNNY CREST DR STEVENS POINT WI 54482	RLD
281240814300114	0 AIRPORT RD STEVENS POINT WI 54482	RLD
281240813320016	0 OXBOW RD STEVENS POINT WI 54482	RLD
281240814300211	0 SUNNY CREST DR STEVENS POINT WI 54482	RLD
281240814300204	0 TORUN RD STEVENS POINT WI 54482	RLD
281240831300624	0 WEST CLARK ST STEVENS POINT WI 54481	Split Zoned
281230803320058	0 NEBEL ST STEVENS POINT WI 54481	Split Zoned
281240820340053	0 SECOND N ST STEVENS POINT WI 54481	Split Zoned
281240820340001	0 SECOND N ST STEVENS POINT WI 54481	Split Zoned
281240813330001	0 BRILOWSKI RD STEVENS POINT WI 54482	Split Zoned

City of Stevens Point
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Department of Community Development
Adam Kuhn
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Zoning Administrator
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MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: December 4, 2023

RE: Creation of a Citywide Historic Preservation Plan

Background: For the last few months, City staff have been working with the City's Historic Preservation / Design Review Commission in exploring ways to create a citywide historic preservation plan. Originally, the intent was to apply for grant funds from the State Historic Preservation Office's Certificated Local Grant Program to fund an outside consultant to produce the plan. Upon receiving preliminary quotes from qualified consultants, it is apparent that expected expenditures are more than what the aforementioned grant provides. Given the limited discretionary funds available to have a consultant produce the plan, we are shifting plans to have the plan be produced in-house. The following provides more detail as to what a historic preservation plan entails, how that will relate to Stevens Point, and how the Plan Commission will be involved through the planning process.

What is a Historic Preservation Plan?: Simply put, a historic preservation plan is a long-range planning document that determines policies and procedures to protect and promote a community's historic resources. As Commissioners know, one required element of adopting a comprehensive plan is to provide a section on agricultural, natural and cultural resources. This plan will expand the limited scope of a cultural resources element to address items such as incentives, education and tourism (more detail provided below). Once adopted, Stevens Point's Historic Preservation Plan is intended to become the basis for our preservation program and is to complement other long-range planning documents (i.e., Comprehensive Plan, Downtown Targeted Area Master Plan, Comprehensive Outdoor and Recreation Plan, etc.).

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

What are Core Themes that Will be Explored Throughout the Planning Process?: Proposed goals, objectives and policies of this plan will be determined through the public engagement phase of the planning process. With that said, there are certain themes that are commonly addressed among peer historic preservation plans. For reference, examples of local historic preservation plans include the following:

- City of Racine Heritage Preservation Plan (adopted in 2019)
- City of Madison Historic Preservation Plan (adopted in 2020)
- City of Des Moines Historic Preservation Plan (adopted in 2023)

Common themes included in preservation plans include the following:

- Evaluating historic resources
    - Conduct a reconnaissance assessment of historic resources within select historic areas.
    - Identify future survey priorities.
- Conduct a social and cultural analysis.
    - Identify the historic context of key social and cultural groups to provide a foundation for effective preservation planning.
- Preserve historic resources that are not under the purview of a municipality's historic preservation commission (i.e., sites/districts that are eligible for listing to the National Register of Historic Places).
- Identify financial resources and incentives to property owners of historic resources.
- Outreach, education and advocacy efforts.
- Connecting preservation planning with local tourism efforts.
- Increased collaboration between a community's preservation commission and other advocacy groups (e.g., historical societies, universities, non-profits, etc.)
- Outline responsibilities of a community's preservation commission and municipal staff.
    - What are specific ordinance amendments and design guideline amendments to pursue?
- Coordinate preservation planning with zoning, land use and growth management policies.

Role of the Plan Commission: While the City's Historic Preservation / Design Review Commission will be the primary body to report to in producing a preservation plan for Stevens Point, the Plan Commission will have a role as well. For starters, the City's Historic Preservation Ordinance requires the Plan Commission, along with the Historic Preservation / Design Review Commission and the Common Council, to approve an adopted preservation plan. Beyond that, there will likely be situations where the planning process looks to coordinate preservation planning with zoning and land use planning – the latter two falling under the Plan Commission's purview.

There are several scenarios as to why having internal consistency between preservation planning and zoning/land use policies are extremely important. Some examples are the following:

- Communities have grappled with situations where incompatible uses are allowed within a historic area or density regulations allowed within a specific zoning district exceeds the existing density of a historic district.

- Requiring significant off-street parking, which can create challenges in the design of a historic site.
- Connecting the need to preserve historic homes in the housing element of a community's comprehensive plan.
- Manage conflicting goals within long-range planning documents (e.g., economic development, affordable housing initiatives, tourism, recreational initiatives, etc.).
- Pedestrian, bicycle and transit connections within historic areas.

Next Steps: Within the agenda packet includes a preliminary project schedule in preparing this plan, starting with field work and public engagement sessions during Q1 & Q2 of 2024. With the Plan Commission being a stakeholder in the plan's creation, you will receive periodic updates throughout the planning process and are encouraged to participate in future community events as desired.

If you have any questions, please do not hesitate to contact me.

States Mandating Local Comprehensive Land Use or Master Plans

State	Preservation Element	
	Mandatory	Optional
California		X
Delaware		X
Florida		X[1]
Georgia	X	
Hawaii		X
Maine		X[2]
Maryland		X
New Jersey		X[3]
North Carolina		X
Oregon		X
Rhode Island	X	
Vermont		X[4]
Virginia		X
Washington		X

1. Historic preservation is required to be addressed in three mandatory elements: land use, housing, and coastal zone management.
2. Historic and scenic resources must be considered in the plan.
3. Preservation plan element is required before adopting and enforcing preservation ordinance.
4. Plans must include "a statement of policies on the preservation of rare and irreplaceable natural areas, scenic and historic features and resources/'

COORDINATING PRESERVATION WITH ZONING, LAND USE, AND GROWTH MANAGEMENT

The simplest way to coordinate historic preservation with zoning is to make designated historic districts official zoning districts. In some states, state enabling legislation requires that local historic districts be so classified.[23] In other states, communities have a choice of designating local districts either through the zoning ordinance or through "stand alone" preservation ordinances.[24] In yet other states, when state enabling legislation either requires that local historic resources be handled outside the zoning code[25] or the state zoning enabling legislation does not specifically mention historic preservation as a legitimate purpose of zoning,[26] it is wise to base the local preservation program on some authority other than zoning.

In every community, however, it is important to clarify the relationship between preservation and zoning. Zoning variances or special use applications granted in historic neighborhoods or districts, or for properties adjacent to historic resources, can have a significant impact on the historic character of the heritage resource. For example, in a historic residential district where one of the essential qualities is a streetscape of single-story cottages with uniform setbacks from the street, an application for a variation from the setback requirements might mar the character of the district. Or a special exception application to allow a commercial use in one of the cottages might also change the character of the district. Conversely, if local zoning promotes the auto-oriented suburban model (as many ordinances do), failure to grant variances for historic properties (e.g., for parking requirements) may destroy historic streetscapes.

The role of the preservation commission in land-use, transportation, and public works decisions has to be addressed.

- Should the preservation commission have clear authority to appear at hearings of the planning board or board of zoning appeals to raise preservation concerns affected by rezonings, special uses, or variations?
- How does the preservation commission get notice of these hearings?
- How much time should the preservation commission be given to review the application prior to the hearing before the planning or zoning board?
- Can the planning or zoning board ignore the concerns of the preservation commission or must the board take the commission's recommendation into account?
- Should all zoning and planning matters concerning or affecting historic resources, including rezonings, special uses, variations, planned unit development applications, and subdivisions, resubdivisions, or consolidations be reviewed by the preservation commission?

To adequately protect historic resources, a preservation plan must take into consideration all of the land-use management tools available in a community. Zoning ordinances must be compatible with and promote the protection of historic resources. Too frequently, zoning ordinances in general (or as applied in particular districts) allow incompatible uses and densities out of line with existing densities in a district with historic resources, thereby threatening historic resources. If prescribed zoning densities did not provide for structures of 10 to 15 stories, as is often the case in commercial districts, property owners would not have the incentive to demolish two- and three-story commercial structures. Instead of demolition, the property owner would have to look to rehabilitation to enhance property values and attract tenants. In residential districts, prescribing densities below existing densities can threaten the character of historic neighborhoods and promote sprawl-type development patterns that can pose a regional threat to historic resources. Zoning-based parking policies that place overwhelming design and economic obstacles in the

path of architects and property owners seeking to renovate and convert old buildings to new uses are another example of how zoning codes can be counterproductive to preservation efforts.

The integration of other land-use management tools with historic preservation can be accomplished in a variety of ways. A preservation plan provides the opportunity to review other land-use management tools and make recommendations for needed changes from a preservation perspective to resolve what may otherwise be viewed as competing objectives. It is also necessary to review the other elements of the comprehensive plan to insert preservation concerns. For example, the Sarasota City Plan includes a housing element that identifies the historically significant housing in the community based on its listing in the National Register of Historic Places, the Florida Master Site File (a state inventory of historic resources) or the local register of historic landmarks.[27] In addition, the city has acknowledged in the housing element that the protection of historic resources will also serve to protect and enhance neighborhoods as well as to preserve the character of the entire community.[28] Unfortunately, the housing plan element is silent on the methods that the city will undertake to protect and encourage the protection of the historically significant housing stock of the community, even though much of it is endangered because of development pressures as a result of existing zoning regulations. This example highlights a problem with many comprehensive plans—the community's goals are often seemingly unreconcilable because they seek to promote economic development, create affordable housing, promote tourism, protect historic, cultural, and scenic resources, and encourage new development through flexible land-use management tools, among other things. These often competing goals can only be successfully implemented where detailed preservation plans are prepared and adopted into the comprehensive plan *and* where historic preservation issues are integrated into other comprehensive plan elements, such as land use, transportation, housing, and public works.

The City of Albuquerque recognized that the edge districts of historic downtown residential neighborhoods were in decline or in jeopardy from the intensive commercial development pressures of the downtown core. In the downtown development plan, the established strategies address these issues—"Make downtown an asset for neighborhood use; entice neighborhood use of Downtown through shopping corridors and other connections; give interface areas their own identity; strengthen neighborhoods through neighborhood commercial revitalization as well as housing; and strengthen Downtown edges through promotion of residential projects/'[29] The plan also called for strengthening pedestrian/transit connections and upgrading streets, and concentrating and focusing commercial development pressure within the core rather than at the edges, where it was affecting neighborhoods.

Providence, Rhode Island, provides that the city achieve its preservation goals through broad development policies including those involving urban design and land use:

> **Urban Design:** Future development should adhere to traditional design principles to ensure compatibility with existing structures. These principles should be articulated within the city's regulatory framework to assure the preservation of historic resources and their settings.
>
> **Land Use:** City regulations and codes should be revised and enforced to promote the preservation of historic buildings. Codes affecting historic properties should be flexible in order to promote shared use and adaptive reuse.[30]

The City of San Francisco, in its proposed preservation plan element of the City and County Master Plan, includes the following policy:

> **Assure that municipal regulatory policies are conducive to preservation.** Local regulatory rules often act as significant deterrents to the conservation of older buildings. All City departments should consider the impact on historic preservation in the development and enforcement of land use, building code, fire code, environmental review and other city regulations.[31]

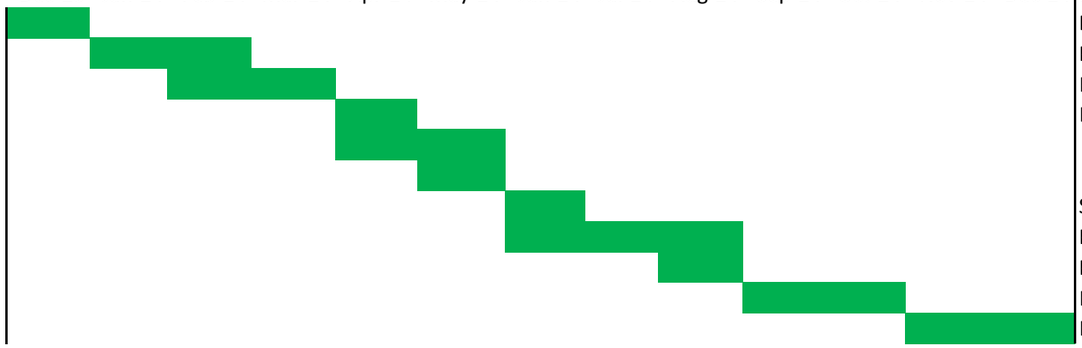
The preservation plan then discusses how the regulations involving the state historical building code, zoning regulations, transfer of development rights (TDRs), the California Environmental Quality Act (CEQA), and unreinforced masonry buildings may affect historic resources. Of particular significance are the following:

> **Zoning Regulations.** Zoning regulations should be consistent with the objectives and policies of this element. Allowable height and bulk should be compatible with concentrations of historic buildings. Provisions such as allowable floor area, off-street parking, and side- and rear-yard requirements should be compatible with the aims of this Element.
>
> **Transfer of Development Rights (TDRs).** TDRs can be effective as a planning tool for redirecting development away from the sites of historic buildings and may have some use in other sub-area plans. Limits on the demand for TDRs affected by the administration of the "Annual Limit Program" on new office space should be evaluated to determine if this process and other constraints in the Downtown Plan conflict with the Historic Preservation goals of the city.[32]

The preservation plan must address other land-use management techniques currently in effect in a community to be an effective tool for the preservation of historic resources and to promote economic development within a community or specified area of a municipality. Preservation efforts will not be successful unless other regulatory tools incorporate preservation goals and policies.

DEFINING PUBLIC-SECTOR RESPONSIBILITIES

Municipal and county governments frequently own some of the most important historic resources in the community—city hall, county buildings, libraries, schools, museums, and parks. In addition, local governments are responsible for many infrastructure improvements, including road repair and replacement,



	Notes
Project Start Meeting w/ HPDRC	Discuss key goals and objectives, local issues & set project timeline.
Field Work	Photograph & document historic resources.
Stakeholder Meetings	Property/business owners, developers, realtors, orgs, WI SHPO, local advocates, etc.
Open Houses	Discuss preservation issues, preservation priorities, etc.
Online Survey	
Public Workshops	
Summary to HPDRC	Summary of public engagement; present preliminary goals, objectives and policies.
Draft Final Planning Document	Provide to HPDRC, PC and WI SHPO for review
Open Houses	Present draft final plan - outline major goals, objectives and policies
Revise Final Plan	HPDRC & PC
Plan Approval	HPDRC, PC & CC

Community Development Report, September 2023

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees
Single Family	N/A	N/A	N/A	N/A
Two-Family	N/A	N/A	N/A	N/A
Multi-Family	N/A	N/A	N/A	N/A
Commercial/Industrial	1	South Point Plaza Storage Building (PLB) 2001 Patch St	$10,675.00	$200.00
	1	Champion Express Car Wash (SEWER ONLY) 5731 HWY 10 E	$43,900.00	$459.00

Additions or Alterations	# of Permits	Declared Valuation	Fees
Residential	90	$819,068.15	$5,655.86
Commercial	24	$1,556,957.96	$7,744.89

Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Valuation	YTD Fees
116	**$2,430,601.11**	**$14,059.75**	**1178**	**$60,379,003.18**	**$264,568.00**
		2022	**1291**	**$90,583,230.16**	**$338,283.21**
		2021	**1185**	**$36,379,456.80**	**$189,514.62**
		2020	**1172**	**$127,498,909.06**	**$313,688.44**

Violation Report

Abandoned Vehicle on Property		
Bulk Waste at Curb Early	14	
Commercial Building Violation	1	
Construction Work Without Permits	8	
Debris on Property	7	
Exterior Violations on House		
Illegal Pets or Livestock		
Infestation		
Interior Housing Violations		
Native Lawn Plan		
Potholes		+
Property Encumbrance		
Public Works Violation		+
Snow & Ice Removal - Sidewalk		
Tall Grass or Noxious Weeds	15	
Trash Containers Improperly Stored		
Vacant Building/Home		
Vehicle Parked on Grass	10	
Vision Obstruction in Roadway or Intersection		
Zoning Violations	1	
Total Violations / Total Service Fees Billed	56	$1,550
Voluntary Compliance Rate for Tagged/Verbal	12/16	75%

\+ *Referred to another department*

Community Development Report, October 2023

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees	
Single Family	1	2501 Nebel St, #601 (F/F ONLY)	$0.00	$150.00	*
	1	2501 Nebel St, #602	$50,434.00	$683.00	
Two-Family	1	1428/1430 River View Ave	$368,000.00	$2,440.72	
Multi-Family	N/A	N/A			
Commercial/Industrial	N/A	N/A			

Additions or Alterations	# of Permits	Declared Valuation	Fees
Residential	109	$1,047,685.69	$6,894.06
Commercial	35	$2,019,380.00	$8,804.41

Monthly Permits	Monthly Valuation	Monthly Fees	YTD Permits	YTD Valuation	YTD Fees
147	**$3,485,499.69**	**$18,972.19**	**1325**	**$63,864,502.87**	**$283,540.19**
		2022	**1423**	**$92,866,480.86**	**$351,482.46**
		2021	**1313**	**$44,178,585.76**	**$207,649.38**
		2020	**1302**	**$128,917,561.40**	**$326,316.61**

** Full values will be reflected on the full permit once issued.*

Violation Report

Abandoned Vehicle on Property	2	
Bulk Waste at Curb Early	30	
Commercial Building Violation		
Construction Work Without Permits	6	
Debris on Property	12	
Exterior Violations on House	5	
Illegal Pets or Livestock	1	
Infestation		
Interior Housing Violations	1	
Native Lawn Plan		
Potholes		+
Property Encumbrance		
Public Works Violation		+
Snow & Ice Removal - Sidewalk		
Tall Grass or Noxious Weeds	3	
Trash Containers Improperly Stored		
Vacant Building/Home		
Vehicle Parked on Grass	17	
Vision Obstruction in Roadway or Intersection	2	
Zoning Violations	3	
Total Violations / Total Service Fees Billed	82	$2,450
Voluntary Compliance Rate for Tagged/Verbal	16/29	55%

+ Referred to another department