



Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

## Members

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

## AGENDA

### CITY PLAN COMMISSION

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|                       |                            |                  |                                                                                                                                                     |
|-----------------------|----------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date and Time:</b> | October 7, 2024<br>6:00 PM | <b>Location:</b> | Community Room<br>933 Michigan Avenue, Stevens Point, WI                                                                                            |
|                       |                            |                  | <u>OR</u>                                                                                                                                           |
|                       |                            |                  | <u>Zoom Teleconferencing</u>                                                                                                                        |
|                       |                            |                  | Meeting ID: 851 7047 7864                                                                                                                           |
|                       |                            |                  | Passcode: 455434                                                                                                                                    |
|                       |                            |                  | <u>By Computer:</u>                                                                                                                                 |
|                       |                            |                  | <a href="https://us02web.zoom.us/j/85170477864?pwd=GcrTTBqF3ZErCZGPfKXmLuii">https://us02web.zoom.us/j/85170477864?pwd=GcrTTBqF3ZErCZGPfKXmLuii</a> |
|                       |                            |                  | <u>By Phone:</u> +1-312-626-6799 (US Chicago)                                                                                                       |

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### Opening Section:

1. Roll Call

### Discussion and Possible Action on:

2. Selection of a temporary chairperson for the October 7, 2024 meeting of the City Plan Commission.
3. Report of the September 3, 2024 meeting of the City Plan Commission.
4. Report of the September 5, 2024 meeting of the City Plan Commission.
5. Public Hearing and action on a request from the City of Stevens Point to establish a Business Park Business Improvement District and its initial operating plan, consistent with Wis. Stats. 66.1109(2)(c).
6. Public Hearing and action on a request from the City of Stevens Point to amend Section

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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.

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23.02(4)(d), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point. Said request amends the Wireless Communication Towers Ordinance to achieve compliance with Wis. Stats. 66.0404.

7. A request from PJ Thieren, representing UW Credit Union, for a site plan review to construct a principal structure on the property located at 5605 U.S. Highway 10 East (Parcel ID 281240836230003), consistent with Ch. 23.02(2)(e)(5).
8. A request from Brian Sharon, representing ENT Holdings LLC, for a site plan review to exceed the maximum allowance of on-site parking spaces on the property located at 5509 Vern Holmes Drive (Parcel ID 281230802400410), consistent with Ch. 23.01(17)(c)(4).
9. Presentation and discussion on the draft historic preservation plan.
10. Discussion only: petition document from the Stevens Point Municipal Airport for state and federal aid.

Closing Section:

11. Adjourn





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## Members

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

# MINUTES

## CITY PLAN COMMISSION

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|              |              |                  |                                                                                                                                                           |
|--------------|--------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date</b>  | September 3, | <b>Location:</b> | Community Room                                                                                                                                            |
| <b>and</b>   | 2024         |                  | 933 Michigan Avenue, Stevens Point, WI                                                                                                                    |
| <b>Time:</b> | 6:00 PM      |                  |                                                                                                                                                           |
|              |              |                  | <u>OR</u>                                                                                                                                                 |
|              |              |                  | <u>Zoom Teleconferencing</u>                                                                                                                              |
|              |              |                  | Meeting ID: 875 5196 2378                                                                                                                                 |
|              |              |                  | Passcode: 495028                                                                                                                                          |
|              |              |                  | <u>By Computer:</u>                                                                                                                                       |
|              |              |                  | <a href="https://us02web.zoom.us/j/87551962378?pwd=0ioWxVBLUZr41Uj1XOdNxlrQljx">https://us02web.zoom.us/j/87551962378?pwd=0ioWxVBLUZr41Uj1XOdNxlrQljx</a> |
|              |              |                  | <u>By Phone:</u> +1-312-626-6799 (US Chicago)                                                                                                             |

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### Opening Section:

#### 1. Roll Call:

Meeting called to order at 6:00PM.

Members Present: Wiza, Kneebone, Arntsen, Beacom, Miskowiak, Rice, Schuler

### Discussion and Possible Action on:

#### 2. Report of the August 5, 2024 meeting of the City Plan Commission.

- Background: Report of the August 5, 2024 meeting of the City Plan Commission included in the agenda packet.
- Motion: Rice moves approval of the report.
- Second: Arntsen seconds.
- Discussion: None
- Vote: Unanimous approval.

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3. Public Hearing and action on a request from Jason Davis, representing Blue Top Enterprises LLC, for a conditional use permit to operate a car wash on the property located at 3457 Church Street (Parcel ID 281230804301426), consistent with Ch. 23.02(2)(d)(3)(k).
  - Background: A. Kuhn presents background information regarding the request at the former car wash site using existing equipment and structure. A conditional use permit was not issued in the prior operation of the car wash and staff would recommend approval of the request subject to the conditions listed.
  - Public Hearing:
    - Jason Davis, W4095 Cty A, Tomahawk WI. The applicant speaks on the background of the request.
    - Written testimony presented by Mayor Wiza.
  - Motion: Arnsten moves approval of the request.
  - Second: Miskowiak seconds.
  - Discussion: Arnsten voices support for reusing the property for its original purpose.
  - Vote: Unanimous approval.
4. Public Hearing and action on a request from Drew Bain, representing the Wisconsin Public Service Corporation, for a conditional use permit to construct a utility structure on an unaddressed parcel bounded by Whiting Avenue (Parcel ID 281230805450801), consistent with Ch. 23.01(1)(a)(3)(b).
  - Background: A. Kuhn presents background information regarding the request to construct a control building at the existing substation site. Staff recommends approval with the conditions presented.
  - Public Hearing:
    - Drew Bain, representing Wisconsin Public Service, presents additional information on the request.
    - Dean Curtis, 613 Wallace Pl., Village of Whiting, representing the Village of Whiting. Presents that residential concerns regarding the site improvements have been addressed by Wisconsin Public Service and thanks Drew Bain for explaining the request to the residents.
    - Ron Peters 2740 Sunset Blvd., inquires if additional transmission lines will be installed. The applicant answers the question that no additional lines will be installed.
  - Motion: Rice moves approval of the request.
  - Second: Beacom seconds.
  - Discussion: None.
  - Vote: Unanimous approval.
5. Public Hearing and action on a request from the City of Stevens Point to apply a permanent zoning classification of “R-3” Single- and Two-Family Residential to an unaddressed parcel bounded by Brilowski Road and Old Highway 18 (Parcel ID 281240836330100), and an unaddressed parcel bounded by Old Highway 18 (Parcel ID 281240836330200).
  - Background: A. Kuhn presents background information regarding the request and the history of the parcels that were recently annexed into the City of Stevens Point.

Staff recommends approval of the request with the major considerations and that the request is in line with the City's comprehensive plan.

- Rice asks for an explanation if it would be simple to upzone or downzone the parcels. Kernosky answers that if the commission would request to upzone the property that another public hearing notification be delivered and the request be delayed.
  - Public Hearing:
    - Bill Bushman 5516 Elmwood Avenue, applauds the decision to follow the rezone to residential. Requests clarification on why the request at upcoming meetings is to designate the property as institutional/governmental. Requests why is it necessary for the parcels to be included in the proposed tax increment district.
    - An unidentified resident requests environmental impact analysis on residential construction on the site.
    - Mayor Wiza responds to the questions; Kernosky addresses the possibility of institutional use on the parcels noted in the tax increment district proposal and the discrepancy with the comprehensive plan.
    - Arnsten requests clarification on whether or not residential property could be included in the tax increment district.
    - Kernosky explains that within an industrial tax increment district, only a certain percentage of the property could be residential. The City could not incentivize residential construction within the industrial tax increment district.
  - Motion: Schuler moves approval of the rezoning.
  - Second: Kneebone seconds.
  - Discussion:
    - Schuler comments on the designation by the comprehensive plan.
    - Kneebone shares support for the additional residential development to be consistent with the comprehensive plan.
  - Vote: Unanimous approval.
6. Public Hearing and action on a request from the City of Stevens Point to amend the City of Stevens Point Comprehensive Plan for the purpose of adding a chapter outlining a neighborhood comprehensive plan for the Eastside neighborhood. Said neighborhood is roughly bounded by the Town of Hull to the north, the Town of Stockton to the east, County Highway HH to the south and Interstate 39 to the west.
- Background: C. Klesmith presents background information regarding the drafting of the comprehensive plan amendments. Mayor reaffirms that no action will be taken on public hearings regarding the comprehensive plan amendments.
  - Public Hearing:
    - Jenny Burton, 5718 Sandpiper Drive. Speaks in support of the process and notification system used to participate.
  - Motion: No action taken.
7. Public Hearing and action on a request from the City of Stevens Point to amend the City of Stevens Point Comprehensive Plan for the purpose of adding a chapter outlining a neighborhood comprehensive plan for the Southeast neighborhood. Said neighborhood is roughly bounded by Canadian National Railway and Carol's Lane to the north, Interstate 39 to the east, the Village of Whiting to the south and Minnesota Avenue to the west.

- Background: No additional background information is presented.
- Public Hearing:
  - Jocelyn Donahue Renfert, 3349 Orchid Lane, thanks commission for delaying action on the request. Notes the undeveloped parcels at the corner of County HH and Hoover Road and the strong residential preference for the undeveloped land to be utilized for residential purposes. Requests that the vacant parcels' future land use classification be set for residential.
  - DeeAnn Donahue, 3395 Howard Avenue, speaks against the commercial future land use classification for the vacant parcels at the corner of County HH and Hoover Road.
  - LeAnn Tilden, 3032 Channel Drive, speaks against the comprehensive plan amendment.
  - Nancy Beggs-Willoughby, 3338 Feltz Avenue, speaks in opposition to dense housing recommendations within the comprehensive plan amendment.
  - Joe Donahue, 3395 Howard Avenue, speaks in opposition to the comprehensive plan amendment citing the negative impacts of increased traffic volumes and noise on the residential subdivision.
  - Susan Schlicht, 3373 Howard Avenue, reaffirms the point regarding the increased noise and traffic volumes within the residential subdivision. Asks if there is an opportunity for residents to interact with the developer if a zoning request were to be made.
  - Danielle Wanta, 5271 Forest Circle South, requests that the future land use classification be set to residential.
  - Jeff Rautio, 3352 Howard Avenue, recommends listing the future land use classification for the HH/Hoover parcels as residential.
  - Michael Corrigan, 3271 Tulip Lane, reaffirms the resident concerns of noise, light, and air pollution that has impacted the 'Village Green' neighborhood and the lack of focus on improved quality of life. Requests the future land use classification for the HH/Hoover parcels to be set as residential.
  - Alicia Skrenes, 5316 Forest Circle North, vocalizes support for listing the future land use classification for the HH/Hoover parcels as residential.
  - Jeff Johnson, 5346 Clover Court, vocalizes support for listing the future land use classification for the HH/Hoover parcels as residential.
  - Mayor Wiza and Director Kernosky respond to several comments provided by residents during the public hearing.
  - Joel Schultz, 3301 Howard Avenue, requests clarification about why the parcel in question is being marketed as a commercial development. Kernosky answers.
  - Joe Donahue, 3395 Howard Avenue, adds that there is a difference between community interest and commercial interest.
  - DeeAnn Donahue, 3395 Howard Avenue, asks how residents will be notified of the comprehensive plan when it is prepared for adoption.
  - Greg Miller, 3317 Orchid Lane, reaffirms the residents' concern about any proposal for the parcels at the corner of HH and Hoover.
- Motion: No action taken.
- Discussion:
  - Rice commends the residents and staff for their participation in the planning

process.

- Kneebone shares experience with the planning process in other communities and commends the residents for their involvement.
- Beacom reiterates that the plan commission will always consider the impact to the neighborhood from the residents' perspective.
- Schuler echoes Beacom's comments.

8. A request from the Friends of Emerson Park to install a historical marker on the property located at 1401 East Avenue (Parcel ID 281240832103401), consistent with Ch. 23.01(11).

- Background: A. Kuhn presents background information regarding the request to install the historical marker. Staff recommends approval. Schuler requests clarification of what will be presented on the sign. Kuhn answers.
- Motion: Schuler moves approval of the request.
- Second: Beacom seconds.
- Discussion: Kneebone commends the work of the Friends of Emerson Park.
  - Michael Corrigan, 3271 Tulip Lane, requests information about the cost of the sign.
- Vote: Unanimous approval.

9. A request from Andy Weden, representing North Wisconsin District of the Lutheran Church - Missouri Synod, for an exception to the City's Driveway Ordinance for the property located at 1517 Maria Drive (Parcel ID 281240829400401), consistent with Ch. 23.01(17)(i)(3)(k).

- Background: A. Kuhn presents background information regarding the request to create a new parking lot to the north of the existing building, the constraints imposed by the ordinance, and the timeliness of the request in relation to the public right-of-way construction adjacent to the parcel. Staff would recommend approval citing correspondence from Director Beduhn.
  - Commissioner Rice asks if there is existing parking on the parcel; Arntsen references the accessibility improvements created by the parking lot and asks about the size of the lot.
  - Rev. Andy Weden, the applicant, clarifies that the parking lot map included in the agenda packet may not be to scale, and the parking lot would service 2-6 parking stalls.
- Motion: Schuler moves approval of the request.
- Second: Rice seconds.
- Discussion: None
- Vote: Unanimous approval.

10. Director's Report.

- Background: Director Kernosky delivers his final report as the Community Development Director.

Closing Section:

11. Adjourn

- City Plan Commission adjourned at 7:48PM.



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## Members

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

# MINUTES

## CITY PLAN COMMISSION

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|              |              |                  |                                                                                                                                                     |
|--------------|--------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date</b>  | September 5, | <b>Location:</b> | Community Room                                                                                                                                      |
| <b>and</b>   | 2024         |                  | 933 Michigan Avenue, Stevens Point, WI                                                                                                              |
| <b>Time:</b> | 6:00 PM      |                  |                                                                                                                                                     |
|              |              |                  | <u>OR</u>                                                                                                                                           |
|              |              |                  | <u>Zoom Teleconferencing</u>                                                                                                                        |
|              |              |                  | Meeting ID: 816 7199 8231                                                                                                                           |
|              |              |                  | Passcode: 017851                                                                                                                                    |
|              |              |                  | <u>By Computer:</u>                                                                                                                                 |
|              |              |                  | <a href="https://us02web.zoom.us/j/81671998231?pwd=oHYMoktub1yKsw9euC0Fo0Pk">https://us02web.zoom.us/j/81671998231?pwd=oHYMoktub1yKsw9euC0Fo0Pk</a> |
|              |              |                  | <u>By Phone:</u> +1-312-626-6799 (US Chicago)                                                                                                       |

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### Opening Section:

1. Roll Call.
  - Meeting called to order at 6:00PM.
  - Members present: Wiza, Kneebone, Arntsen, Beacom, Miskowiak, Rice, Schuler

### Discussion and Possible Action on:

2. Public Hearing regarding proposed amendment of the Project Plan of Tax Incremental District No. 9 to allocate increment to TID #10, #11, and #12.
  - Background: Director Kernosky presents background information regarding the request, the existing TIDs, and the sharing of excess increment between successful districts. Mayor Wiza presents background information regarding the Joint Review Board meeting earlier in the day. Arntsen asks to define increment; Mayor defines.
  - Public Hearing:
    - No comment from the public.
  - Schuler asks for additional information regarding the request, the structure of TID

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revenues, and the recent history on TID #9. Kernosky and Wiza answer; Greg Johnson (Ehler's) provides examples of other revenues that can be applied to a TID. Comptroller-Treasurer Ladick explains the shifts in incremental value of TID #9 the past two years.

- Beacom asks if TIDs are intended to operate on their own or designed to work together. Kernosky answers.
3. Public Hearing regarding the proposed creation of Tax Incremental District No. 14, the proposed boundaries of the District, and the proposed Project Plan for the District.
    - Background: Greg Johnson (Ehler's) presents background information regarding the purpose of TID #14, the required findings necessary to establish the TID, the projects and project costs incorporated into the TID plan. Beacom asks about the irregular southern border of the TID; Kernosky answers.
    - Public Hearing:
      - Bill Bushman, 5516 Elmwood Avenue, expresses frustration regarding the purchase of parcels listed as number 2 and 4 in the Project Plan and concerns over the use of these parcels for anything non-residential.
      - Alder Steinmetz, District 6, presents concerns of the district and feeling of lack of transparency.
      - John Gardner, 2101 Birchwood Avenue, supports the proposed Tax Increment District but suggests the parcels listed as institutional in the Project Plan be listed as residential.
  4. Consideration and possible action of a "Resolution Approving an Amendment to the Project Plan for Tax Incremental District No. 9."
    - Background: No additional background provided beyond the public hearing during agenda item #2.
    - Motion: Arntsen moves approval of the resolution.
    - Second: Rice seconds.
    - Discussion: Rice asks about an objective measure of health of TIDs that can be shared with the commission and the public, and if there is a monitor of the current performance compared to the expected performance.
      - Ladick answers, explaining there is an annual report and summary of the TIDs that are presented to the Joint Review Board and can be shared with the City Plan Commission. Greg Johnson (Ehler's) provides additional information regarding the reports.
    - Vote: Unanimous approval.
  5. Consideration and possible action on a "Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 14."
    - Background:
      - Schuler asks for clarification about the exclusion of existing development; asks about the notation of parcel #4 in the project plan as 'newly platted residential.' Schuler also asks how the development incentives are calculated, the projected tax rate, and who tracks the projects and project types. Director Kernosky answers all questions.
      - Beacom asks for additional information regarding the development incentives and for additional rationale of the institutional/religious/governmental use listed in the Project Plan. Director Kernosky answers.



- Rice asks about the current future land use classification listed in the comprehensive plan and the proposed comprehensive plan amendment. Kernosky answers.
- Alder Kneebone suggests an alternative location for institutional/governmental property and upholds commitment to support residential designation of the parcels discussed. Kernosky clarifies the designation within the Project Plan.
- Arntsen asks if the listed land use in the Project Plan can be amended. Wiza answers.
- Motion: Arntsen moves to amend the TID #14 Project Plan to list parcels 1, 2 and 3 as residential.
- Second: Rice seconds.
- Discussion:
  - Rice comments that the City has the flexibility to adjust the future land use classification in either direction when necessary. For the sake of continuity, the amendment makes sense.
  - Kneebone also adds that the preference would be to list the parcels as residential initially and alter the future land use at a later time.
  - Alder Steinmetz shares opinion that the adjustment will be appreciated.
  - Bill Bushman, 5516 Elmwood Avenue, expresses that listing the parcels as institutional/governmental would not be consistent with other plans.
- Vote: Unanimous approval to amend the TID #14 Project Plan.
- Kernosky provides additional information that Assoc. Planner Kuhn delivered to the commission and that final parcel identifiers and parcel acreage will be adjusted in the final Project Plan before it is officially approved.
- Motion: Rice moves approval of the TID #14 Project Plan as amended.
- Second: Beacom seconds.
- Discussion: None.
- Vote: Unanimous approval.

#### Closing Section:

6. Adjourn.
  - Meeting adjourned at 6:59PM.



## MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: October 7, 2024

**RE: Public Hearing – Creation of a Business Park Business Improvement District  
& Adoption of the Initial Operating Plan**

-----

**Background:** For the last few months, City staff have been working alongside a group of business owners within the Portage County Business Park with the intent of transferring the administration of the Business Park from Portage County to a business improvement district.

In 1984, the Wisconsin Legislature passed Wisconsin Act 184, which formally allowed cities to establish business improvement districts. The intention of business improvement districts, as outlined in Wis. Act 184, is to "allow businesses within those proposed district(s) to develop, manage, and promote the districts and to establish an assessment method to fund these activities." Similar to the Downtown Business Improvement District, the proposed Business Park Business Improvement District would allow it to identify specific district improvement projects within its Operating Plan and have a separate funding mechanism to bring such projects to reality.

The proposed Business Park Business Improvement District includes the existing boundary of the Portage County Business Park, plus a portion of East Park Commerce Center. In total, 80 parcels are included within the proposed District and provides a total assessed value of \$192,963,600. In coordination with a Planning Committee established to work towards the creation of this District, the Committee agreed to a special assessment of \$0.70 per \$1,000 in assessed value of each parcel. This determination was made, in part, on the anticipated expenses that the District would plan for in 2025. Such expenses include the salary and benefits for the Business Park Business Improvement District Manager, lawn maintenance, snow removal and stormwater maintenance. In total, estimated expenses for 2025 is \$175,020.44, of which the assessment income will match that 100%.

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

As eluded to earlier, the day-to-day operations of the Business Park Business Improvement District will be handled by a District Manager that reports to a District Board of Directors. Chloe Kreuser, the Downtown Business Improvement District Manager, is proposed to absorb managerial responsibilities of the Business Park Business Improvement District as part of an amendment to her position description.

**Creation of a Business Improvement District:** Wis. Stats. 66.1109 outlines the process of creating a business improvement district and its operating plan. The first step in the approval process is for the City's Plan Commission to hold a public hearing on the proposed District and initial operating plan. The public hearing component of this request has been fulfilled, so has the requirement of every property owner within the proposed District receiving a copy of the initial operating plan via certified mail.

Should the Plan Commission recommend approval of District creation and its initial operating plan, it will begin a timespan where impacted property owners may dissent to the request. The owners of property that equal or exceed 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan may file a petition with the Plan Commission protesting the proposed District or its initial operating plan. If a petition has not been received, the proposed District and operating plan would be on the November 18<sup>th</sup> Common Council agenda.

**Staff Recommendation:** Staff recommends **APPROVAL** of the proposed Business Park Business Improvement District and its initial operating plan.



*Business Park Business Improvement District Boundary*



**2025 Portage County Business Park  
Business Improvement District  
Implementation and Operational  
Plan**



**Property Tax Year 2024, Fiscal Year 2025**

### **BID Planning Committee**

|               |                       |
|---------------|-----------------------|
| Craig Aittama | Delta Dental          |
| Mike Trzinski | Delta Dental          |
| Jeff Ramlow   | Skyward               |
| Debra Marten  | Marten Machining      |
| Jim Anderson  | Viking Holdings       |
| Chase Rettler | Rettler Corporation   |
| Ryan Kernosky | City of Stevens Point |

### **City of Stevens Point**

|                                       |                    |
|---------------------------------------|--------------------|
| Mayor:                                | Mike Wiza          |
| City Clerk:                           | Kari Yenter        |
| Comptroller:                          | Corey Ladick       |
| City Attorney:                        | A. Logan Beveridge |
| City Assessor:                        | Steve Shepro       |
| Director of<br>Community Development: | Ryan Kernosky      |

### **Alders:**

|             |                                      |
|-------------|--------------------------------------|
| District 1  | Marc Christianson, Council President |
| District 2  | Jacqui Guthrie                       |
| District 3  | Ginger Keymer                        |
| District 4  | Lara Broderick                       |
| District 5  | Allison Birr                         |
| District 6  | Dale Steinmetz                       |
| District 7  | Mary Kneebone                        |
| District 8  | Dean Shuda                           |
| District 9  | Sam Lang                             |
| District 10 | Dustin Buse                          |
| District 11 | Shaun Morrow                         |

### **Plan Commission:**

Mayor Mike Wiza, Chair  
Alder Mary Kneebone  
Jeff Schuler  
Doug Miskowiak  
Pete Arntsen  
Matthew Rice  
Mike Beacom

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DRAFT

## II. Introduction

The City of Stevens Point and business owners within the Portage County Business Park (PCBP), recognizing the importance the PCBP plays into the economic and cultural success of our community, has put together this Business Improvement District (BID) implementation and operating plan for the year 2025. This BID operating plan is the initial step to the ultimate creation and management of the PCBP BID.

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

The proposed BID includes 80 parcels with a total BID assessed value of \$ \$192,963,600.00 . The proposed boundaries include the existing Portage County Business Park and a portion of East Park Commerce Center. Of the 80 parcels, 13 are tax exempt or are used for residential purposes. Of the remaining 67, the BID value is assessed at \$.70 for every \$1,000.00 in total value of the parcel. The map for the proposed district boundaries is further described in Appendix B, and information on each parcel classification is listed in Appendix C.

### A. Purpose of the BID

The intent of the PCBP Business Improvement District Operating Plan is that the work described in this plan will be performed through a volunteer-run BID Board of Directors, a part-time BID Manager, and with assistance from the Stevens Point Department of Community Development. Business Improvement Districts are like traditional special assessments where property owners are assessed for improvements or services that benefit them. However, unlike traditional special assessments, Business Improvement District assessments can be utilized to finance a wide range of activities, improvements, and services. The purpose of this BID is to enhance the viability of the Portage County Business Park through land management, public space maintenance, marketing, and additional economic development activity.

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

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

1. The BID allows partnering with private property owners within the District to work together with the City in development and subsequent improvement of the maintenance, land management and economic health and vitality of the District.
2. The funding and financing of improvements, management, and economic development efforts of the District outlined within this plan provides equitable and fair assessments to property owners within the District to help with the implementation of this plan.



3. Utilization of this District and the implementation of the plan will fulfill District improvements projects identified in the City's Comprehensive Plan.

### III. Development Plans

The main objective of the BID is to improve and maintain the physical environment and economic vitality of the Portage County Business Park area. Additionally, and arguably the most critical to the success of the BID, this plan is intended to unite businesses, organizations, and local government through collaboration and partnership to achieve continued employment and value growth within the proposed District.

#### A. Goals for District Development & Consistency with City's Comprehensive Plan

As of the writing of this plan, the City is undertaking a new updated comprehensive plan for this geographic area of the community. Although this plan identifies and discusses economic development goals for the district, it is not the currently adopted plan.

The 2005 Comprehensive Plan Chapter 9 discusses the Economic Development section required as part of the Smart Growth Law. Several goals and objectives are included in this chapter, many of which can be pointed back to support for the creation and implementation of the proposed BID. As discussed in the plan, community identified economic development needs include: increased tax base, diversification of the tax base, and enhancement of the livability of the City. The proposed BID will work to address these needs through careful implementation and improvement of the Portage County Business Park Restrictive Deeds and Protective Covenants (RDPC) and marketing of available parcels within the park.

Section 6.10(B2) states: *Encourage new commercial and industrial development that diversifies the local economy, adds value to the City tax base, and maintains a stable tax rate.* Furthermore, Section 6.10(B2)(1)(b),(c),(d) allow the proposed BID to reduce government 'red tape' by having an internal review committee manage the parks RDPC's, identify and better market available property within the BID Boundaries, and work closely with City staff to implement the goals and objectives of this document and that of the Comprehensive Plan.

#### B. BID Plan of Action

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

1. Organize the BID Board and better learn the process and implementation of the BID Operation Plan.
2. Develop and implement a plan and budget for the coming year and beyond for the District based on the financial expectations from assessments and its priority of needs, and the City's planned improvements during the same period.

3. Work with Portage County to transfer operations of the Portage County Business Park and the Deed Restrictions & Protective Covenants.
4. Consider working with Portage County to transfer ownership of common areas to the BID.
5. Work on creating a cohesive marketing and promotional plan to update signage and branding of the District.
6. With assistance from the City, implement enhancements as determined appropriate from the City's Comprehensive Plan.

### C. Expected Benefits of the BID

Special assessments collected from the BID within this Operating Plan will be spent exclusively within the District for the benefit of the District. This includes utilizing funds for the following:

1. Increase the value of property within the District by:
  - a. Improving the physical District through promotion of street scape improvements, maintenance of existing facilities, and others.
  - b. Increase the demand for space by new businesses that see the successes of the BID and wish to locate within the District.
  - c. Continuing to make the District a financially and economically resilient place.

### D. Annual Review

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

1. A joint strategy session of representatives from the BID Board and the City will meet annually and will be responsible for developing the objectives of the Operating Plan for the next plan year.
2. The Operating Plan will be drafted by the BID Board based on comments by the City Council.
3. The BID Board will review the proposed Operating Plan and make recommendations to the City Council.
4. The City Council will act on the proposed Operating Plan for the following plan year.
5. Appointment of new BID Board members will be made 30 days prior to the expiration of outgoing BID Board members terms. This appointment is made by the Mayor and approved

by the City Council after consultation and recommendation by the PCBP BID Board of Directors.

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

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

## **E. Relationship to Plan for Orderly Development of the City**

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

## **F. Powers of the BID Board of Directors**

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

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

## **G. BID Budget**

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

Estimated Assessment Income : \$175,020.44

Estimated BID Expenses: \$175,020.44

Estimated expenditures of the BID are included in Appendix D. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following Operating Plan year. All physical improvements made with these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board, but shall be for the benefit of the District.

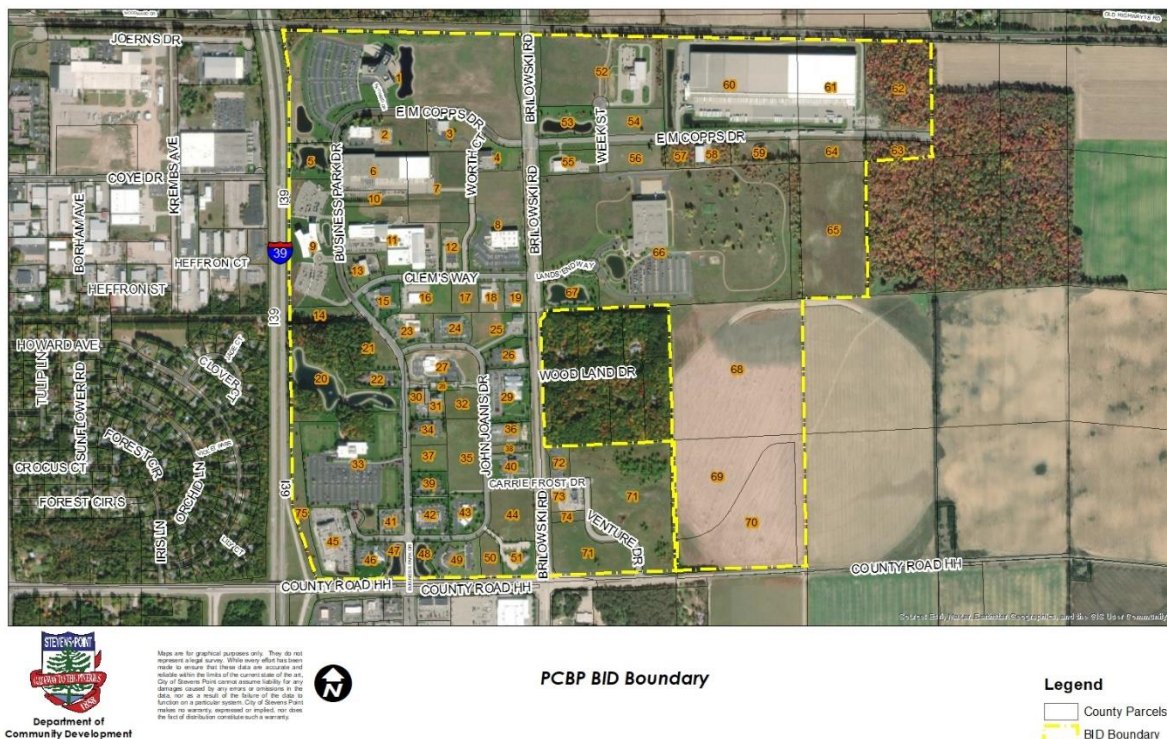
A Capital Reserve Account may be created to set aside a specific amount of the District's assessment or reserve to be set aside. This account would be for long-term capital needs and projects that may require extraordinary funding during a given budget year.

## H. Public Review Process

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

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

## IV. District Boundaries



## V. BID Organization & Operating Board

### A. BID Board Structure

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

- I. The BID shall be comprised of seven (7) voting members appointed by the Mayor of Stevens Point and confirmed by the City Council. Said members shall comprise of the following:

Five (5) real property owners or real property owners representatives within the District

One (1) Alderperson representing the 6th Aldermanic District

One (1) Director of Community Development or their Designee

- II. Term appointments will be for a period of three (3) years on staggered terms each ending December 31st of the year of expiration. The initial term of the BID Board should be the following:

Five (5) real property owners or real property owners representatives shall be appointed for three (3) years. Said initial staggered terms shall be the following based upon recommendation by the Mayor and confirmed by the Common Council of the City of Stevens Point:

- One (1) real property owner shall have a term that expires on December 31, 2025
- Two (2) real property owners shall have a term that expires on December 31, 2026
- Two (2) real property owners shall have a term that expires on December 31, 2027

Aldersperson representing property within the District shall be appointed during the term of the Aldersperson.

Director of Community Development or their Designee shall be appointed annually.

- III. BID Board of Directors are a volunteer organization and shall not receive any compensation.

## B. Meeting of the BID Board of Directors Subject to Open Meetings Law

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

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

## VI. Financing Method

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



## VII. Method of Assessment

### A. Assessed Parcels

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

### B. Level of Assessment

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

The 2024 rates as shown in Appendix E were calculated at a rate of \$.70 per \$1,000.00 of assessed value. Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of Stevens Point Assessor, as of January 1, 2024. Assessments are based per parcel and legal ownership.

The logic behind the assessment methodology is that each non-exempt parcel owner should pay for district developments in proportion to benefits derived. It is assumed that a minimum and maximum benefit can be achieved for each parcel, thus the minimum and maximum BID assessments that have been established.

### C. Schedule of Assessments

Appendix E provides a schedule of assessments for 2024 for all non-exempt parcels in the District based on the formula described above. For convenience, a schedule of all nontaxable parcels exempt from BID assessments are identified in attached Appendix F.

### D. Assessment Collection and Dispersal

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

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

the applicable Operating Plan year and/or late payments made after the Operating Plan year.

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

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

## E. Annual Reporting

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

## VIII. City Role in District Operations

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

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



- Contract for required services such as property maintenance of lawns, stormwater management ponds, and other common spaces.

## IX. Required Statements

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

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

66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed. Under section VII.A., properties assessed by the State of Wisconsin as manufacturing will be assessed.

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

66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred. The method of financing the estimated expenditures is set forth in Section VI in conjunction with the Method of Assessment under Section VII.

66.1109(1)(f)(4) A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan. This is discussed in sections II.A, III.A, III.B, III.E.,

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

## X. Severability & Expansion

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

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

## XI. Measuring Success of the BID

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

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

1. The goals and objectives identified within Section II(A) are being met, or incremental steps are being taken to ensure those goals and objectives are being met on a yearly basis.
2. Business recruitment, expansion and retention as a result of the BID. The City's ability to directly correlate said recruitment, expansion and retention because of the services of the BID offers.
3. Growth in value of private property in the District. Quantifiable valuation measures are calculated annually to measure success over time.

## Appendix A: Opinion of the City Attorney

September 18, 2024:

**RE: 2024 Business Improvement District Implementation & Operational Plan –  
Required Attorney Statement Under Wis. Stats. § 66.1109(1)(f)(5)**

As attorney for the City of Stevens Point, I hereby certify that the 2023 Business Improvement District Implementation & Operational Plan (the “BID Plan”) complies with the requirements of Wis. Stats. § 66.1109(1)(f)(1) – (4). Specifically, I have confirmed that the following BID Plan includes the following components, as I am required to confirm via written opinion pursuant to Wis. Stat. 66.1109(1)(f)(5):

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

**66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed.** Under section VII.A., properties assessed by the State of Wisconsin as manufacturing will be assessed.

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

**66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.** The method of financing the estimated expenditures is set forth in Section VI in conjunction with the Method of Assessment under Section VII.

**66.1109(1)(f)(4) A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.** This is discussed in sections II.A, III.A, III.B, III.E.,

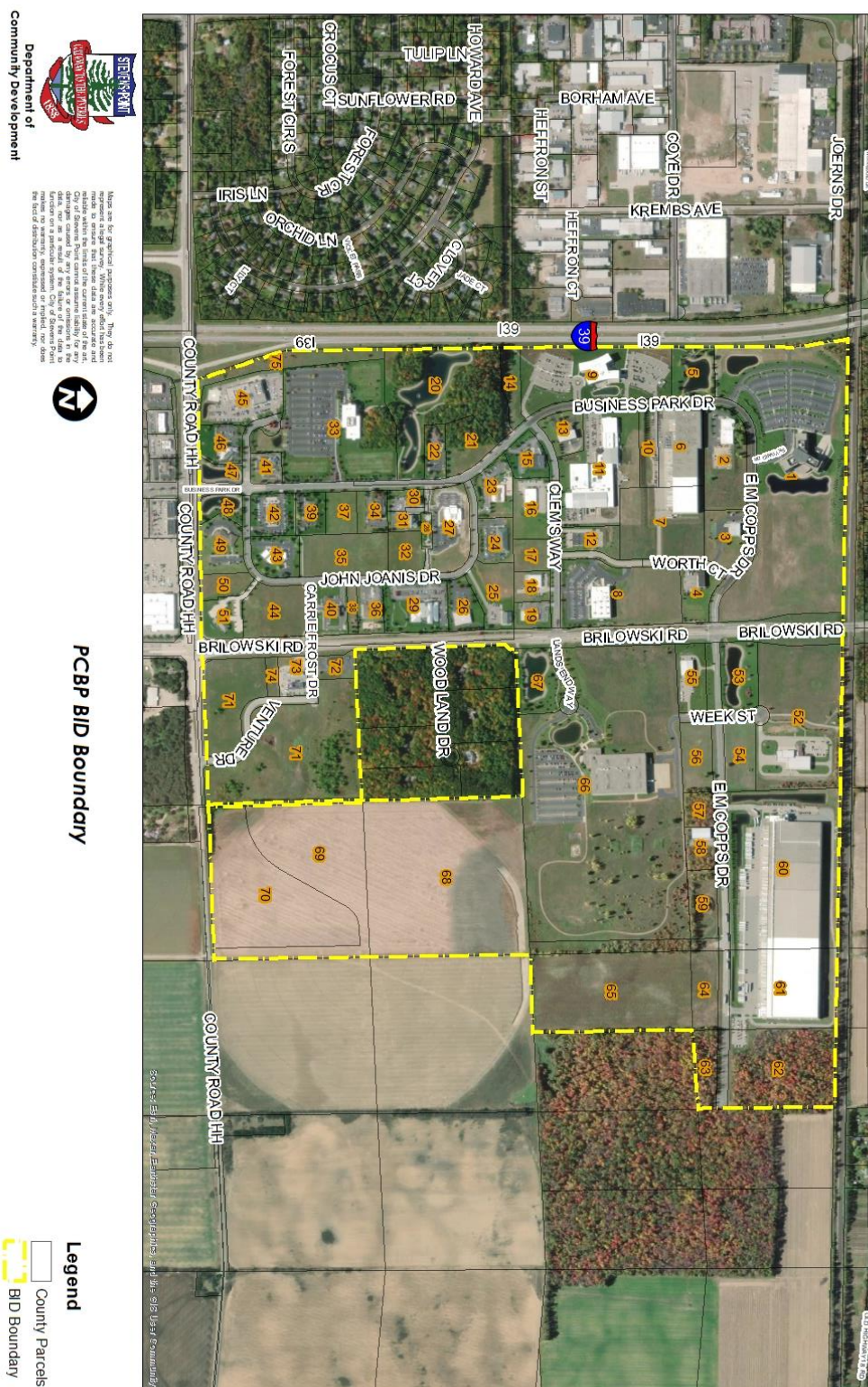
**66.1109(1)(f)(5): A legal opinion that subds. 1. to 4. have been complied with.** This legal opinion from Stevens Point City Attorney A. Logan Beveridge, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109(1)(f)(1-4) will be attached to the BID Plan as Appendix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

Sincerely,

**ANDREW LOGAN BEVERIDGE**  
City Attorney



## Appendix B: Map of the Proposed BID Boundary



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| City of Stevens Point, Portage County                                       |                                                    |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|-----------------------------------------------------------------------------|----------------------------------------------------|-------------------|-----|-----------------------|----|-------|---------------|-------------|-------------|-------------|----------------------------|-------------------------------|--|--|
| 2024 Completed Real Estate Assessment Roll                                  |                                                    |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| Neighborhood: Comm - Portage Business Park, Manufacturing values suppressed |                                                    |                   |     |                       |    |       |               |             |             |             |                            | Expected<br>BID<br>Assessment |  |  |
| Sorted by tax key number                                                    |                                                    |                   |     |                       |    |       |               |             |             |             |                            | \$ 0.70                       |  |  |
| Owner                                                                       | Property Description                               | Districts         | REF | Notes                 | Ca | Class | Acres         | Land        | Improvemnts | Total       | Portage County<br>Biz Park |                               |  |  |
| 281-23-0801220002                                                           | E M Copps Dr                                       | Aldermanic 6      | 53  | SWMP                  |    |       |               |             |             |             |                            | \$ -                          |  |  |
| PORTAGE COUNTY                                                              | LOT 1 CSM #7501- 27-181 BNG PRT FRAC NWNW          | School 5607       |     |                       |    |       | Totals 4.006  | \$0         | \$0         | \$0         |                            |                               |  |  |
| 1462 STRONGS AVE                                                            | SUBJ TO RC-695/7 & 757204 S1 T23 R8 4.06A          | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      | 676/933;676/852-3 682/16-20 ANNXD                  | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 4.006                            |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801220003                                                           | 5601 E M Copps Dr                                  | Aldermanic 6      | 55  | Maier Water Corp      |    |       |               |             |             |             |                            | \$ 723.03                     |  |  |
| BARON INVESTMENTS LLC                                                       | L1 CSM#10949-50-79 BNG PRT FRAC NWNW S1 T23        | School 5607       |     |                       |    |       | Totals 3.148  | \$198,900   | \$834,000   | \$1,032,900 |                            |                               |  |  |
| 2724 SANDY CREEK RD                                                         | R8 SUBJ TO RC-695/7 & 757204 3.15A                 | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| MOSINEE WI 54455-8000                                                       | 682/16ANNX;CSM 50/77 828262;834851UTIL             | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 3.148                            |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801220004                                                           | 2700 Week St                                       | Aldermanic 6      | 52  | City Transit Facility |    |       |               |             |             |             |                            | \$ -                          |  |  |
| CITY OF STEVENS POINT                                                       | LOT 1 CSM#10055-44 44-85 BNG PRT FRAC NWNW         | School 5607       |     |                       |    |       | Totals 18.610 | \$0         | \$0         | \$0         |                            |                               |  |  |
| 1515 STRONGS AVE                                                            | SUBJ TO RC-695/7 & 757204 S1 T23 R8 682/16-20      | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      | ANNEX 757094                                       | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 18.610                           |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801220006                                                           | E M Copps Dr                                       | Aldermanic 6      | 54  |                       |    |       |               |             |             |             |                            | \$ 118.86                     |  |  |
| DAVID L LADICK SURVIVORS TRUST                                              | LOT 1 CSM#10422-47-2; BNG PRT FRAC NWNW S1 T23     | School 5607       |     |                       |    |       | Totals 3.371  | \$169,800   | \$0         | \$169,800   |                            |                               |  |  |
| 4517 NICOLET AVE                                                            | R8 3.37A M/L 879353                                | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      |                                                    | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 22 Acres: 3.371                           |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801220007                                                           | E M Copps Dr                                       | Aldermanic 6      |     | Road ROW              |    |       |               |             |             |             |                            | \$ -                          |  |  |
| CITY OF STEVENS POINT                                                       | LOT 2 CSM#10422-47-2;BNG PRT FRAC NWNW &BNG        | School 5607       |     |                       |    |       | Totals 1.320  | \$0         | \$0         | \$0         |                            |                               |  |  |
| 1515 STRONGS AVE                                                            | PRT EM COPPS DR 1.32A M/L (577722); 788691-        | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      | RES;789616-ORD 790103 (RD ROW)                     | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 22 Acres: 1.320                           |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801220008                                                           | E M Copps Dr                                       | Aldermanic 6      | 56  |                       |    |       |               |             |             |             |                            | \$ 119.56                     |  |  |
| DAVID L LADICK SURVIVORS TRUST                                              | LOT 3 CSM#10422-47-2 BNG PRT FRAC NWNW S1 T23      | School 5607       |     |                       |    |       | Totals 3.392  | \$170,800   | \$0         | \$170,800   |                            |                               |  |  |
| 4517 NICOLET AVE                                                            | R8 3.39A 879353                                    | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      |                                                    | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 3.392                            |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801220009                                                           | E M Copps Dr                                       | Aldermanic 6      |     | Road ROW              |    |       |               |             |             |             |                            | \$ -                          |  |  |
| CITY OF STEVENS POINT                                                       | PART CSM'S 27/181 & 50/79 AS DED FOR STREET        | School 5607       |     |                       |    |       | Totals 3.122  | \$0         | \$0         | \$0         |                            |                               |  |  |
| 1515 STRONGS AVE                                                            | PURPOSES BNG PRT FRAC NWNW S1 T23 R8 3.12A         | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      | 27/181;CSM 50/77 828336RES (EM COPPS DR &          |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 3.122                            |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801230002                                                           | Brilowski Rd                                       | Aldermanic 6      | 67  | SWMP                  |    |       |               |             |             |             |                            | \$ -                          |  |  |
| PORTAGE COUNTY                                                              | LOT 2 CSM #7448-27-128- BNG PRT SWNW SUBJ TO       | School 5607       |     |                       |    |       | Totals 4.240  | \$0         | \$0         | \$0         |                            |                               |  |  |
| 1462 STRONGS AVE                                                            | RC 695/7 & 757204 S1 T23 R8 4.24A 676/933;676/852- | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      | 3 682/16-20 ANNEX                                  | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 4.240                            |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801230003                                                           | Lands' End Way                                     | Aldermanic 6      |     | Road ROW              |    |       |               |             |             |             |                            | \$ -                          |  |  |
| CITY OF STEVENS POINT                                                       | LOT 3 CSM 27/128 BNG PRT SWNW S1 T23 R8 SUBJ       | School 5607       |     |                       |    |       | Totals 1.250  | \$0         | \$0         | \$0         |                            |                               |  |  |
| 1515 STRONGS AVE                                                            | TO EASMT FOR ING/EGR 576161 SUBJ TO RC-695/7       | TIF 09            |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| STEVENS POINT WI 54481                                                      | & 757204 1.25A 577722;578119                       | Vtech School 0014 |     |                       |    |       |               |             |             |             |                            |                               |  |  |
|                                                                             | Section: 1 Acres: 1.250                            |                   |     |                       |    |       |               |             |             |             |                            |                               |  |  |
| 281-23-0801230004                                                           | 5700 Lands' End Way                                | Aldermanic 6      | 66  | Land's End            |    |       |               |             |             |             |                            | \$ 6,390.93                   |  |  |
| LANDS END INC MFG                                                           | LOT 1 CSM#7448-27-128 BNG PRT S1/2 NW S1 T23 R8    | School 5607       |     |                       |    |       | Totals 68.068 | \$1,735,800 | \$7,394,100 | \$9,129,900 |                            |                               |  |  |





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|  |                                                                                            |                                                                                                                                                                       |                                                   |    |                    |        |       |           |             |             |             |
|--|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|----|--------------------|--------|-------|-----------|-------------|-------------|-------------|
|  | STEVENS POINT WI 54481                                                                     | ANNEXED-682/16-20 676/852 676/884 676/854<br>Section: 2 Acres: 1.682                                                                                                  | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 49 | PC Biz Council     | Totals | 3.723 | \$583,500 | \$987,300   | \$1,570,800 | \$ 1,099.56 |
|  | PORTAGE COUNTY BUSINESS COUNCI<br>5501 VERN HOLMES DR<br>STEVENSON POINT WI 54482          | L1 CSM 8970-37-50 A&B BNG PRT SESE;SUBJ RC 695/7 S2 T23 R8 3.72A 682/16-20ANXD;706/999 737/86;756/38;592518;760572 AFF<br>Section: 2 Acres: 3.723                     | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 50 | Vern Holmes Dr     | Totals | 1.820 | \$295,800 | \$0         | \$295,800   | \$ 207.06   |
|  | JOHN JOANIS DRIVE LLC<br>2100 STEWART AVE STE 300<br>WAUSAU WI 54401                       | PRT L3 CSM#8822-36 -52 LYG W CSM 10657-48-87 BNG PRT SESE; SUBJ RC 695/5 & 673508;SUBJ TRL ESMT-757328 S2 T23 R8 1.82A M/L 885935 W/RC<br>Section: 2 Acres: 1.820     | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 51 | Nicolet Bank       | Totals | 2.748 | \$524,600 | \$2,705,500 | \$3,230,100 | \$ 2,261.07 |
|  | INVESTORS COMMUNITY BANK<br>111 N WASHINGTON ST<br>GREEN BAY WI 54301                      | LOT 1 CSM#10657-48 -87 BNG PRT SESE SUBJ RC- 695/7 & 673508;SUBJ TRL ESMT-757328 SUBJ ING/EGR ESMT-888903 S2 T23 R8 2.75A 682/16ANX;<br>Section: 2 Acres: 2.748       | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 44 | Hilton H2S         | Totals | 4.893 | \$759,000 | \$3,724,800 | \$4,483,800 | \$ 3,138.66 |
|  | GROWTH HOTELS LLC<br>PO BOX 165<br>EAU CLAIRE WI 54702                                     | PRT L3 CSM #8822- 36-52 LYG N CSM 48/87 BNG PRT SESE;SUBJ RC 695/7 & 673508;SUBJ TRL ESMT- 757328; ING/EGR ESMT-888903 S2 T23 R8<br>Section: 2 Acres: 4.893           | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 42 | BioLife            | Totals | 2.969 | \$376,300 | \$2,057,900 | \$2,434,200 | \$ 1,703.94 |
|  | STERLING PROPERTIES LLP<br>DBA STERLING MULTIFAMILY PROPE<br>PO BOX 2108<br>FARGO ND 58107 | L2 CSM 6722-24-245 BNG BNG PRT SESE;SUBJ TRAIL ESMT AGRMT 760913;SUBJ TO RC 695/7&757204 S2 T23 R8 2.97A 713036;873950<br>Section: 2 Acres: 2.969                     | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 43 | WIAA HQ            | Totals | 3.009 | \$0       | \$0         | \$0         | \$ -        |
|  | WI INTERSCHOLASTIC ATHLETIC AS<br>5516 VERN HOLMES DR<br>STEVENSON POINT WI 54482          | L1 CSM 6840-25-63 BNG PRT SESE;SUBJ RC 695/7 & 757204;SUBJ TRAIL ESMT 757205 S2 T23 R8 3.01A 541652<br>Section: 2 Acres: 3.009                                        | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 39 | Rettler Corp       | Totals | 2.000 | \$130,000 | \$1,032,300 | \$1,162,300 | \$ 813.61   |
|  | LA/E LLC<br>3317 BUSINESS PARK DR<br>STEVENSON POINT WI 54482                              | L1 CSM 7055-25-278 BNG PRT SESE;SUBJ RC 695/7 & 757204;SUBJ TRAIL ESMT 757206 S2 T23 R8 2.00A 876369; 876490AOC<br>Section: 2 Acres: 2.000                            | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 27 | GI & Assoc.        | Totals | 5.076 | \$313,800 | \$4,331,500 | \$4,645,300 | \$ 3,251.71 |
|  | GIARE LLC<br>411 WESTWOOD DR<br>WAUSAU WI 54401-4152                                       | L1 CSM 38/1 BNG PRT NESE;SUBJ RC 695/7 & 757204 S2 T23 R8 5.08A 878328<br>Section: 2 Acres: 5.076                                                                     | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 28 | Plaza              | Totals | 0.940 | \$0       | \$0         | \$0         | \$ -        |
|  | PORTAGE COUNTY<br>1516 CHURCH ST<br>STEVENSON POINT WI 54481                               | LOT 2 CSM#9071-38-1;BNG PRT NESE S2 T23 R8; SUBJ RC 695/7 & 757204;SUBJ ESMT-689640 .94A MIL 676/852-3;676/884 676/854;682/16ANNX;797/27-9<br>Section: 2 Acres: 0.940 | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 32 | John Joanis Dr     | Totals | 2.324 | \$149,400 | \$0         | \$149,400   | \$ 104.58   |
|  | OAKWOOD CENTER LLC<br>5576 SHADY DR<br>PLOVER WI 54467                                     | L3 CSM 9071-38-1 BNG PRT NESE;SUBJ TO RC 695/7 S2 T23 R8 676/852 2.32A 876432<br>Section: 2 Acres: 2.324                                                              | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 | 34 | Regnier Consulting | Totals | 2.041 | \$132,500 | \$1,138,000 | \$1,270,500 | \$ 889.35   |
|  | SSR ENTERPRISES LLC<br>3241 BUSINESS PARK DR                                               | L1 CSM 9558-41-38 BNG PRT NESE&ESE;SUBJ RC 695/7 & 757204 S2 T23 R8 2.04A                                                                                             | Aldermanic 6 School 5607 TIF 09 Vtech School 0014 |    |                    |        |       |           |             |             |             |

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## Appendix D: BID Expenditures & Revenues

|                          | Account # | Account Title                      | 2025          |
|--------------------------|-----------|------------------------------------|---------------|
| <b>REVENUE</b>           |           |                                    |               |
| Tax Revenue              |           |                                    |               |
|                          | ACT # TBD | BID Assessments                    | \$ 175,020.44 |
| Total Tax Revenue        |           |                                    |               |
| <b>TOTAL REVENUE</b>     |           |                                    | \$ 175,020.44 |
| <b>EXPENSES</b>          |           |                                    |               |
| Personnel Expenses       |           |                                    |               |
|                          | ACT # TBD | BID Manager Salary                 | \$ 23,800.00  |
|                          | ACT # TBD | Empl Contribution - WIS Retirement | \$ 1,654.10   |
|                          | ACT # TBD | Employer Contrib SS Tax            | \$ 1,820.70   |
|                          | ACT # TBD | Employer Contrib Life Insurance    | \$ 13.30      |
|                          | ACT # TBD | Workers Comp Prem                  | \$ 426.02     |
|                          | ACT # TBD | Medical Insurance Prem             | \$ 3,161.90   |
| Total Personnel Expenses |           |                                    | \$ 30,876.02  |
| General Expenses         |           |                                    |               |
|                          | ACT # TBD | Lawncare & Snow Removal            | \$ 85,000.00  |
|                          | ACT # TBD | Wis. Public Service - Energy Costs | \$ 25,000.00  |
|                          | ACT # TBD | SW Pond Maintenance                | \$ 15,000.00  |
|                          | ACT # TBD | City of Stevens Point Utilities    | \$ 4,000.00   |
|                          | ACT # TBD | Property Insurance                 | \$ -          |
|                          | ACT # TBD | Landscaping Costs                  | \$ 5,000.00   |
|                          | ACT # TBD | Misc. Expenses                     | \$ 5,000.00   |
|                          | ACT # TBD | Telephone Utility Charges          | \$ 200.00     |
|                          | ACT # TBD | Computer/ Computer Equipment       | \$ 1,000.00   |
|                          | ACT # TBD | General Office Supplies            | \$ 250.00     |
| Total General Expenses   |           |                                    | \$ 140,450.00 |
| <b>TOTAL EXPENSES</b>    |           |                                    | \$ 171,326.02 |
| Transfer to BID Savings  | ACT # TBD | Bid Savings Transfer               | \$ 3,694.42   |
|                          |           |                                    |               |
|                          |           |                                    |               |



66.1109 Business improvement districts.

(1) In this section:

(a) "Board" means a business improvement district board appointed under sub. (3) (a).

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

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

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

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

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

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

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

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

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

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

5. A legal opinion that subds. 1. to 4. have been complied with.

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

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

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

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

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

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

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

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

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

(b) The planning commission has approved the annexation.

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

(d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of

property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(3)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

and shall indicate that copies of the operating plan are available from the planning commission on request.

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

(e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

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

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

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

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

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

**Bylaws for the City of Stevens Point**

**Downtown Business Improvement District**

**Article I – General**

**Section I – Name**

This organization shall be known as the Portage County Business Park Business Improvement District (PCBP-BID), operating as the Board of Directors of the Portage County Business Park Business Improvement District.

**Section II – Creation**

The PCBP-BID was approved on \_\_\_\_\_ by the Common Council of the City of Stevens Point and must, per Chap. 66.1109, Wis. Stats. be approved annually by that body.

**Section III – Purpose**

The main objective of the PCBP-BID is to enhance the viability of the Portage County Business Park through land management, public space maintenance, marketing, and additional economic development activity.

**Section IV – Area**

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

**Article II – Board of Directors**

**Section I – Board Composition and Appointment**

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

Five (5) real property owners or real property owners representatives within the District

One (1) Alderperson representing the 6th Aldermanic District

One (1) Director of Community Development or their Designee

**Section II – Term of Office**

Term appointments will be for a period of three (3) years on staggered terms each ending December 31st of the year of expiration. Term of office will begin January 1st. The Alderperson serving the PCBP-BID will serve during their election term.

**Section III – Meetings**

The PCBP-BID Board of Directors shall meet as-needed to achieve the goals as defined in the Operating Plan.

#### **Section IV – Quorum**

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

#### **Section V – Voting**

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

#### **Section VI – Vacancies**

Vacancies on the Board of Directors shall be filled by appointment of the Mayor and confirmed by the City Council after recommendations by the PCBP-BID Board of Directors.

#### **Section VII – Officers**

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

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



## **Article III – Finances**

### **Section I – Special Assessment**

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

### **Section II – Exemptions**

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

### **Section III – Fiscal Year**

The fiscal year of the PCBP-BID shall close on December 31st of each year.

### **Section V – Budget & Report**

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

### **Section VI – Accounting**

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

## **Article IV – General Provisions**

### **Section I – Parliamentary Authority**

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

### **Section II – Amendments**

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

- (b) Designation by the planning commission of the boundaries of a reinvestment neighborhood or area recommended by it to be designated and submission of the recommendation to the local legislative body.
- (c) Adoption by the local legislative body of a resolution which:
  1. Describes the boundaries of a reinvestment neighborhood or area with sufficient definiteness to identify with ordinary and reasonable certainty the territory included in the neighborhood or area. The boundaries may, but need not, be the same as those recommended by the planning commission.
  2. Designates the reinvestment neighborhood or area as of a date provided in the resolution.
  3. Contains findings that the area to be designated constitutes a reinvestment neighborhood or area.

**History:** 1977 c. 418; 1979 c. 361 s. 112; 1985 a. 29 s. 3200 (14); 1999 a. 150 s. 479; Stats. 1999 s. 66.1107; 2001 a. 104.

#### **66.1108 Limitation on weekend work.**

**(1) DEFINITIONS.** In this section:

- (a) “Construction project” means a project involving the erection, construction, repair, remodeling, or demolition, including any alteration, painting, decorating, or grading, of a private facility, including land, a building, or other infrastructure that is directly related to onsite work of a residential or commercial real estate development project.
- (b) “Political subdivision” means a city, village, town, or county.

**(2) CONSTRUCTION PROJECTS; WEEKEND WORK.**

- (a) A political subdivision may not prohibit a private person from working on the job site of a construction project on a Saturday. A political subdivision may not impose conditions that apply to a private person who works on a construction project on a Saturday that are inapplicable to, or more restrictive than the conditions that apply to, such a person who works on a construction project during weekdays.
- (b) If a political subdivision has enacted an ordinance or adopted a resolution before April 5, 2018, that is inconsistent with par. (a), that portion of the ordinance or resolution does not apply and may not be enforced.

**History:** 2017 a. 243.

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#### **66.1109 Business improvement districts.**

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**(1) In this section:**

- (a) “Board” means a business improvement district board appointed under sub. (3) (a).
- (b) “Business improvement district” means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.
- (c) “Chief executive officer” means a mayor, city manager, village president or town chairperson.
- (d) “Local legislative body” means a common council, village board of trustees or town board of supervisors.
- (e) “Municipality” means a city, village or town.
- (f) “Operating plan” means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:
  1. The special assessment method applicable to the business improvement district.
  - 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
  2. The kind, number and location of all proposed expenditures within the business improvement district.
  3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
  4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subds. 1. to 4. have been complied with.
- (g) “Planning commission” means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.
- (2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:
- (a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.
  - (b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.
  - (c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.
  - (d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.
  - (e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.
- (2m) A municipality may annex territory to an existing business improvement district if all of the following are met:
- (a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.
  - (b) The planning commission has approved the annexation.
  - (c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.
  - (d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.
- (3)
- (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.
  - (b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may



## MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: October 7, 2024

RE: **Amendment to Wireless Communication Towers Ordinance**

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**Background:** As part of the 2013 Biennial Budget, the State of Wisconsin passed 2013 Act 20. Act 20 outlines that a political subdivision may regulate new and existing cell towers under a zoning ordinance, but it placed further restrictions on a municipality's ability to do so. For example, Act 20 stated that certain types of collocations (i.e., the placement of a new mobile service facility on an existing support structure) shall be permitted by right. Besides use standards, additional regulations were included as it relates to application requirements and special regulations that a community may adopt (e.g., lighting restrictions, Federal Aviation Administration regulations, etc.).

As found within this agenda packet, the City currently has a Wireless Communication Towers Ordinance that has not been updated since 2013. While past and present Zoning Administrators have administered new tower and collocation requests under the guidance of State law, it is important that our local ordinance is updated to reflect statutory limitations.

Attorney Beveridge and I have been working on the attached ordinance amendment and believes that it satisfies Act 20.

**Staff Recommendation:** Staff recommends **APPROVAL** of the ordinance amendment as presented.

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

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE  
OF THE CITY OF STEVENS POINT, WISCONSIN**

**[Chapter 23 of the Revised Municipal Code – Zoning Ordinance – Wireless  
Communication Towers]**

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

**SECTION I:** That Section 23.02(4)(d), Zoning Ordinance of the Revised Municipal Code of  
the City of Stevens Point, shall be repealed in its entirety.

**SECTION II:** That Section 23.02(4), Zoning Ordinance of the Revised Municipal Code of  
the City of Stevens Point, shall be amended to create a Wireless Communication  
Towers Ordinance to Section 23.02(4)(d) as follows:

d) Wireless Communication Towers

1) Purpose and Intent.

The purpose of this ordinance is to establish regulations for wireless  
communications facilities that minimize adverse impacts to the community;  
minimize the total number of antenna support structures; encourage the  
attachment of antennas to existing structures; identify appropriate locations  
for wireless communications facilities; to the extent allowed under law,  
encourage the development of antennas in a manner that minimizes  
adverse visual impacts; avoid damage to adjacent properties from antenna  
support structure failure through careful engineering and locating of such  
structures; facilitate the provision of wireless communications facilities; and  
enhance the ability to provide wireless communications facilities to the  
community quickly, effectively and efficiently.

2) Definitions.

All definitions as identified in Wis. Stats. §66.0404 & 66.0406 shall be used in the  
administration and enforcement of this ordinance.

### 3) Applications and Approvals.

The intent of this subsection is to regulate by a conditional use permit within all zoning districts for:

- a) The siting and construction of new wireless communication towers.
- b) Class 1 collocation which involves the placement of a new mobile service facility on an existing support structure without constructing a freestanding support structure for the facility but does need to engage in substantial modification.

A substantial modification is defined as follows:

- 1) For structures with an overall height of 200 feet or less, increases the overall height of the structure more than 20 feet.
  - 2) For structures with an overall height of more than 200 feet, increases in the overall height of the structure by 10 percent or more.
  - 3) Measured of the appurtenance add the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless the increase is necessary for collocation.
  - 4) Increases the square footage of an existing equipment compound to a total area by more than 2,500 square feet.
- c) Class 2 collocations, defined as the placement of a new mobile service facility on an existing support structure which does not require the need to construct a freestanding support structure or engage is a substantial modification of an existing support structure and mobile service facilities, is defined as a permitted use within all zoning districts. Substantial modification shall be defined as indicated within Wis. Stats. § 66.0404 & 66.0406.

### 4) Exceptions.

The following shall not apply from the provisions of this subsection, but does not negate the need to conformity to other applicable provisions of the Revised Municipal Code:

- a) Amateur radio antennas and towers licensed by the Federal Communications Commission (FCC).
- b) Electronic towers, broadcast towers and broadcasting or receiving antennas and satellite dishes that are an accessory use to agricultural, residential, railroad, temporary, public institutional, commercial, or industrial uses.
- c) Electronic towers, broadcast towers and broadcasting or receiving antennas and satellite dishes including the placement of equipment

buildings, shelters or cabinets that are associated with a broadcast station.

- d) Mobile services providing public information coverage of news events of a temporary or emergency nature.

#### 5) Special Regulations.

The following special regulations shall apply to the installation of a new wireless communication tower, including Class 1 & 2 Collocations:

- a) Federal Requirements. Each wireless communication tower and mobile service facility shall meet all applicable regulations and standards of the Federal Aviation Administration, Federal Communications Commission, and any other federal agency with authority over the structure and facility that are in effect at the time the structure or facility is placed in service.
- b) Height Limitation Zoning Ordinance. The Height Limitation Zoning Ordinance shall apply in the regulation of land that falls within the Airport Height Overlay District.
- c) Lighting. No antenna support structures shall be artificially lighted except as required by the Federal Aviation Administration or other governmental agency.

#### 6) Application Requirements.

Applications for a conditional use permit and building permit, as applicable, must be completed by any applicant and submitted to the Zoning Administrator along with the application fee. The application submittal shall include the following:

- a) The name, business address and contact individual for the property owner and application.
- b) The location of the proposed or modified wireless communication tower.
- c) The location of the proposed mobile service facility.
- d) For the construction of a new wireless communication tower, an applicant shall provide:
  - 1) A construction plan that describes the new tower and facilities.
  - 2) An explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement attesting to one of the following regarding collocation within the area in which the applicant needs to site the new facilities:
    - a) Collocation would not result in the same mobile service functionality, coverage, and capacity.
    - b) Collocation is technically infeasible.



- c) Collocation is economically burdensome to the mobile service provider.
- e) For Class 1 Collocations, if the application is to substantially modify an existing wireless communication tower, a construction plan which describes the proposed modifications to the support structure and the equipment and network components.
- f) For Class 2 Collocations, the application shall include the name and business address of and contact individual for the applicant, the location of the affected tower, and location of the proposed facilities.

#### 7) Application Response.

A determination of completeness shall be completed by the Zoning Administrator within ten days of the submittal date of the conditional use permit application and/or building permit application. If the Zoning Administrator finds that the application is incomplete, the Zoning Administrator shall notify the applicant in writing within ten days from the submittal of the permit application. The written notification shall specify in detail the required information that was incomplete. The applicant may resubmit an application as often as necessary until it is complete. Within 90 days of receiving a complete conditional use permit application, the City shall:

- a) Review the application to determine whether it complies with Revised Municipal Code.
- b) Make a final decision whether to approve or disapprove the application.
- c) Notify the applicant in writing of its final decision.
- d) If the decision is to disapprove the application, a written notification shall be provided that includes substantial evidence to support that decision.

If the City fails to comply with the above requirements by the 90-day deadline, the application is considered approved, except that the political subdivision and the applicant may agree to extend the deadline.

#### 8) Height and Setback Requirements.

- a) Any new wireless communication tower that is constructed on or substantially modified on a parcel that allows for a single-family residence as a permitted use shall be set back from the lot lines a distance that equals or exceeds the height of the tower.
- b) Any new wireless communication tower that is constructed on or substantially modified on a parcel that is adjacent to a parcel that allows for a single-family residence as a permitted use shall be set back from the lot lines a distance that equals or exceeds the height of the tower.

- c) Any new wireless communication tower that is constructed on or substantially modified on a parcel that identifies a single-family residence as a conditional or prohibited use shall be set back from lot lines a distance equal to the setbacks of a principal building/structure pursuant to the underlying zoning district development standards. Setbacks may be reduced to a lesser specified agent if the applicant submits a report stamped by a Wisconsin Registered Professional Engineer that certifies that the wireless communication tower is designed and engineered to collapse upon failure within the lesser specified distance unless the City has and provides the applicant with substantial evidence that the engineering certification is flawed.

**SECTION III:** That this ordinance shall take effect upon passage and publication.

Approved: \_\_\_\_\_  
Mike Wiza, Mayor

Attest: \_\_\_\_\_  
Kari Yenter, City Clerk

Dated: October 7, 2024  
Adopted: October 21, 2024  
  
Drafted by: Adam Kuhn  
Return to: City Clerk

# Existing Wireless Communication Tower Ordinance

A PD rezoning does not expire. A PD concept plan expires after two years if no preliminary plat, site plan or building permit has been filed. A two year extension may be granted by the Common Council.

## c) "A-H" Airport Height Overlay

- 1) Intent. This overlay district is established to maintain navigable air space over the aerial approaches in a condition best suited for the safe operation of aircraft.
- 2) Permitted Uses. Uses to the extent that they are not prohibited by any other provisions of this chapter or any other ordinance as follows:
  - a) Uses which would not create electrical interference with radio communication between the airport and aircraft, or make it difficult for pilots to distinguish between airport lights and others, or result in glare in the eyes of pilots using the airport, or impair visibility in the vicinity of the airport or otherwise endanger the land, taking off, or maneuvering of aircraft.
  - b) Filling of property
- 3) Conditional Uses. Uses that would create an electrical interference with radio communication or result in glare.
- 4) Minimum Performance Standards for the "A-H" District

## "A-H" AIRPORT HEIGHT OVERLAY

| USE                             | LOT AREA<br>AND DENSITY             | LOT<br>WIDTH | HEIGHT OF<br>STRUCTURE                | SIDE<br>YARD                        | STREET<br>SETBACK | REAR<br>YARD | PARKING | AREA OF<br>STRUCTURE |
|---------------------------------|-------------------------------------|--------------|---------------------------------------|-------------------------------------|-------------------|--------------|---------|----------------------|
| All permitted buildings or uses | As permitted in underlying district |              | As indicated on height limitation map | As permitted in underlying district |                   |              |         |                      |

- 5) Exception to height of structure: Approval for government structures to exceed the Stevens Point airport height restriction may be granted by the Common Council after first obtaining written approval from the Federal Aviation Administration and/or the Wisconsin Department of Transportation, Bureau of Aeronautics.

## d) Wireless Communication Towers

- 1) Purpose. The purpose of this ordinance is to establish regulations for wireless communications facilities that minimize adverse impacts to the community; encourage the location of antenna support structures in non-residential zoning districts; minimize the total number of antenna support structures; encourage the

attachment of antennas to existing structures; identify appropriate locations for wireless communications facilities; ensure that antennas and antenna support structures are configured in a way that minimizes adverse visual impacts by careful design, appropriate wiring, landscape screening and innovative camouflaging techniques; consider the health and safety of wireless communications facilities; avoid damage to adjacent properties from antenna support structure failure through careful engineering and locating of such structures; facilitate the provision of wireless communications facilities; and enhance the ability to provide wireless communications facilities to the community quickly, effectively and efficiently.

#### 1.1) Antennas to Which This Chapter Has no Application:

The provisions of this chapter do not apply to radio or television reception antennas, satellite or microwave parabolic antennas not used by wireless communications service providers, receive-only antennas, antennas less than 70 feet in height and owned and operated by a federally-licensed amateur radio station operator, towers that are 55 feet in height or less if that tower is constructed using an open-weave tower no larger than 12"x12"x12" galvanized metal and with no more than 2 antennas of less than 2.5 feet in diameter each, any tower or antenna lawfully in existence in the city on the date that this chapter becomes effective, or to the facilities of any cable television company holding a valid and current franchise, or commercial radio and/or television broadcasting facilities.

#### 1.2) Building Code

The construction and installation of antenna support structures, antennas, antenna arrays, the installation or placement of antenna arrays on buildings, and the placement of antennas on alternative antenna support structures, shall be subject to the requirements of the city's Building Code the requirements of the Electronics Industries Association/Telecommunications Industries Association, and any additional standards applicable thereto published by the Electronics Industries Association.

#### 1.3) Lighting

No antenna support structures shall be artificially lighted except as required by the Federal Aviation Administration or other governmental agency.

#### 1.4) Signage

There shall be no signs, symbols, flags, banners or other devices or things attached to or painted or inscribed upon any antenna support structures, or antennas, unless the support structure is constructed as a flag pole and the American flag is integral to the design of the support structure.

#### 1.5) Finish

All lattice towers and monopole towers shall be finished in a non-reflective neutral color or otherwise as directed by the Community Development Department.

2.0) “Reserved”

3.0) New Freestanding Antennas

No new antenna support structure shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the City that no existing antenna support structure, alternative support structure, or alternative technology that does not require the use of towers or structures, can accommodate the applicant’s need for an antenna or antenna array at the site of the applicant’s proposed location. An applicant shall submit information requested by the Director of Community Development relating to the availability of suitable existing antenna support structures, alternative antenna support structures, or alternative technology. Evidence submitted to demonstrate such facts may consist of the following:

- a) that no existing antenna support structures or alternative antenna support structures are located within the geographic area which meet the applicant’s engineering requirements; and/or
- b) that existing antenna support structures and alternative antenna support structures are not of sufficient height to meet applicant’s engineering requirements; and/or
- c) that existing antenna support structures and alternative antenna support structures do not have sufficient structural strength to support applicant’s proposed antennas and related equipment; and/or
- d) that applicant’s proposed antennas would cause electromagnetic interference with the antennas on the existing antenna support structure or alternative antenna support structure, or the antennas on the existing antenna support structure or alternative antenna support structure would cause interference with the applicant’s proposed antennas; and/or
- e) that the fees, costs, or contractual provisions required by the owner in order to share an existing antenna support structure or alternative antenna support structure or to adapt an existing antenna support structure or alternative antenna support structure for co-location sharing is unreasonable. Costs exceeding new antenna support structure development are presumed to be unreasonable;
- f) that there are other limiting factors that render existing antenna support structures or alternative antenna support structures unsuitable; and/or
- g) that an alternative technology that does not require the use of towers or

buildings for height, such as a cable microcell network using multiple low-powered transmitters/receivers attached to a wireline system, is unsuitable. Costs of alternative technology that exceed new antenna support structure development shall not be presumed to render the technology unsuitable.

All wireless communications service providers shall cooperate with other wireless communications service providers in co-locating additional antennas on antenna support structures and/or on existing building or other alternative antenna support structures. A wireless communications service provider shall exercise good faith in co-locating with other providers and sharing antenna sites, provided that such shared use does not give rise to a substantial technical level impairment of the ability to provide wireless communications service. Such good faith shall include sharing of technical information to evaluate the feasibility of the co-location. In the event that a dispute arises as to whether a provider has exercised good faith in accommodating other providers, the city may require a third party technical study at the expense of either or both of such providers.

### 3.1) Location of New Antennas and Co-Location of Antennas

|                                                     | <b>Co-location or Freestanding New Antenna</b>                                                   |                                                                                                                                                                                                                                                                                    |                         |                        |                           |                          |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------|---------------------------|--------------------------|
|                                                     | <b>Industrial</b>                                                                                | <b>University &amp; Commercial</b>                                                                                                                                                                                                                                                 |                         | <b>Residential</b>     | <b>Conservancy</b>        |                          |
|                                                     | M-1 & M-2                                                                                        | B-4, B-5, & U                                                                                                                                                                                                                                                                      | B-3                     | R-5, B-1, & B-2        | RLD, R-1, R-2, R-3, & R-4 | C                        |
| Antenna on existing tower or building (co-location) | Permitted                                                                                        | Permitted                                                                                                                                                                                                                                                                          | Permitted               | Permitted              | Permitted                 | Permitted                |
| New tower Height (max.)                             | Conditional<br>150' (175' only within 2,000 feet of I-39 and not closer than 250' of residences) | Conditional<br><br>135'                                                                                                                                                                                                                                                            | Conditional<br><br>120' | Conditional<br><br>60' | Prohibited<br><br>60'     | Conditional<br><br>150'* |
| Setbacks (min.)                                     | Height of tower (but not to exceed 150')                                                         | All antennas subject to airport height restrictions<br>Height of tower (but not to exceed 150'). Setbacks in "B-5" Highway Commercial may be one-half the height of the tower only in cases where the antenna array is constructed no more than 2' from the exterior of the tower. |                         |                        | Height of tower           | Height of tower*         |

Note: Setbacks in any district may be modified by the Common Council only in cases where the tower cannot be physically located on the site, or where the applicant has camouflaged the support structure by design or appearance that hides, obscures, or conceals the presence of the tower and antennas, for example, as a flag pole, or added the antenna to an existing support structure, for example on an existing light pole, and only in cases where the public interest is served by the modification.

New Telecommunications Towers are a conditional use in the M2 Heavy Industrial, M1 Light Industrial, B5 Highway Commercial, B4 Commercial,

B3 Central Business District, B2 Central Business Transition, B1 Neighborhood Commercial, University, R-5 Multifamily II, and C Conservancy Districts. Telecommunications Towers are prohibited in R-4, 3, 2, 1, & LD Residential Zones unless on publicly owned property. Preference will be given to sites which are greater than 300 feet from Residential Zones.

\* exceptions to height and setback may be made in instances where the land in the vicinity of the proposed site in Conservancy zoning only is not developed to its full potential and in the opinion of the council the site is likely to remain undeveloped due to area constraints.

Antenna arrays may be mounted on the top of and attached to roofs of existing buildings or structures that are at least thirty feet (30') or more in height above the street grade upon which such building fronts or may be attached to the facades of buildings, existing towers, or other structures; provided, however, that such antenna arrays shall add not more than twenty feet (20') to the total height or elevation of such building from the street grade, (including the antenna array) and antenna arrays so mounted shall be obscured from view from the street up such building fronts by the use of screening materials designed, painted and maintained in a manner that will blend with the appearance of the building

### 3.2) Public Owned Property

In addition to all other locations allowed or allowed as a conditional use, antenna and appurtenant structures may be permitted on all publicly owned property including land owned by the City of Stevens Point, the Stevens Point School Board, and Portage County.

### 4.0) Support Facility Requirements

- a) All support facilities including buildings used for switching and other support functions shall be placed in close proximity to the support structure on which antennas are proposed.
- b) Support facilities, including all equipment enclosures, shelters, cabinets, boxes or vaults designed for and used to house and protect the electronic equipment necessary and/or desirable for processing wireless communication signals and data, including any provisions for air conditioning, ventilation or auxiliary electrical generators, shall be completely screened with trees, shrubs, fences or other decorative materials planted to a minimum width of 5 feet so as to be obscured from view from adjacent properties and from the street. Existing mature tree growth and natural land forms on the site shall be preserved to the maximum extent possible. Support structures located on large, wooded lots with natural growth around the property perimeter may be considered a sufficient buffer by the Community Development Director.

Support facilities shall be kept locked at all times and shall be clearly labeled as to the owner, operator or a person to be contacted in the event of an emergency.

Support facilities shall meet the setback requirements of the underlying Zoning District.

#### 5.0) Antenna Support Structures – Removal When no Longer Used:

Any antenna support structure that has had no antenna mounted upon it for a period of successive days, or if the antennas mounted thereon are not operated for a period of 180 successive days, shall be considered abandoned, and the owner thereof shall remove such structure and any accompanying equipment enclosure within 90 days after the receipt of a notice from the City to do so. During such 90 days, the owner may apply, and for good reason, be granted an extension of time on such terms as the Director of Community Development shall determine. If such structure and equipment enclosure are not so removed, the city may seek and obtain a court order directing such removal and imposing a lien upon the real property upon which such structures are situated in an amount equal to the cost of removal. Any notice given under this section is subject to appeal to the City Council. In the event that more than one wireless communications service provider is using the support structure, then this provision shall not become effective until all users cease using such structure.

### **e) Groundwater Protection Overlay District**

#### 1) Purpose and Authority

**Purpose.** The residents of Stevens Point and Portage County, whether served by private wells or municipal supplies, depend exclusively on groundwater for a safe drinking water supply. Certain land use practices and activities can seriously threaten or degrade groundwater quality. The purpose of this Wellhead Protection Ordinance is to institute land use regulations and restrictions to protect the municipal water supplies of the Villages of Amherst, Junction City, Plover and Whiting, and the City of Stevens Point, and to promote the public health, safety and general welfare of the residents of Portage County.

**Authority.** Statutory authority of the City to enact these regulations was established by the Wisconsin Legislature in 1983, Wisconsin Act 410 (effective May 11, 1984), which specifically added groundwater protection to the statutory authorization for municipal planning and zoning to protect public health, safety and welfare.

#### a) Application of Regulations

The regulations specified in this Groundwater Protection Ordinance shall apply to the incorporated and unincorporated areas of the City of Stevens Point and Portage County that lie within the recharge areas for municipal water supply wells as a Groundwater Protection Overlay District and are in



# Administrative Staff Report

## Site Plan Review – UW Credit Union

5605 U.S. Highway 10 East

October 7, 2024

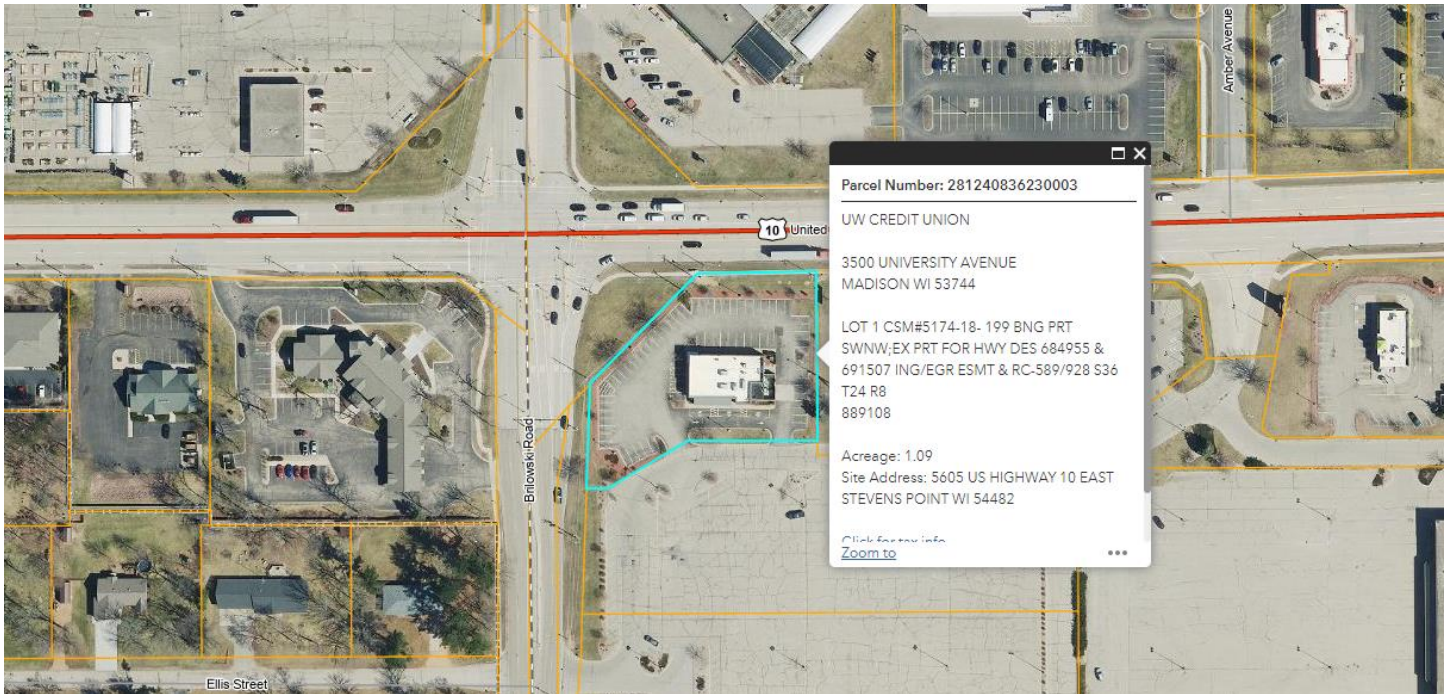


Department of Community  
Development

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| <p><b>Applicant(s):</b></p> <ul style="list-style-type: none"> <li>PJ Thieren, representing UW Credit Union</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>Adam Kuhn, Associate Planner<br/><a href="mailto:akuhn@stevenspoint.com">akuhn@stevenspoint.com</a></li> </ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"> <li>281240836230003</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>“B-5” Highway Commercial</li> </ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"> <li>Commercial/Office/Multi-Family</li> </ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"> <li>District 7   Ald. Kneebone</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>Undeveloped</li> </ul> | <p><b>Request</b></p> <ol style="list-style-type: none"> <li>A request from PJ Thieren, representing UW Credit Union, for a site plan review to construct a principal structure on the property located at 5605 U.S. Highway 10 East (Parcel ID 281240836230003), consistent with Ch. 23.02(2)(e)(5).</li> </ol> <p><b>Attachment(s)</b></p> <ol style="list-style-type: none"> <li>Application</li> <li>Plans</li> </ol> <p><b>Findings of Fact</b></p> <ol style="list-style-type: none"> <li>The applicant is requesting to construct a 4,975 square foot building on the subject property, which will house UW Credit Union.</li> <li>Additional site amenities include drive-thru teller machines to the east of the building and parking between the proposed building and shared driveway.</li> <li>Drive-thru financial institutions are a permitted use within the “B-5” Highway Commercial District, the zoning designation of the subject parcel.</li> <li>For lots zoned “B-5” Highway Commercial District, a Site Plan Review is required for the construction of new buildings and for building additions.</li> <li>The Plan Commission and Common Council may attach additional conditions onto this request as necessary.</li> </ol> <p><b>Staff Recommendation</b></p> <p>Approve the request for a site plan review to construct a principal structure on the property located at 5605 U.S. Highway 10 East (Parcel ID 281240836230003), subject to the following conditions:</p> <ol style="list-style-type: none"> <li>Proposed bicycle parking shall be designed in accordance with the City’s Bicycle Parking Ordinance, subject to the review and approval of the Zoning Administrator.</li> <li>A stormwater management plan and permit shall be submitted to the Public Utilities Department for review and approval.</li> <li>A knox box shall be installed on the exterior of the building.</li> <li>A second fire hydrant shall be installed on the property, subject to the review and approval of the City Fire Marshal.</li> <li>The teller canopy shall provide a minimum five-foot setback from the east lot line.</li> </ol> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

6. A building permit shall be obtained prior to the start of construction.
7. Staff shall have the ability to approve minor amendments to the approved plan set.

## Vicinity Map



## Background

**Overview:** The applicant is requesting to construct a 4,975 square foot building on the subject property that will house UW Credit Union, a drive-thru financial institution. Utilizing the former Applebee's property, additional site amenities include two canopy-covered teller machines to accommodate drive-thru customer service and rough-ins for a third machine, parking immediately south of the proposed building, and signage.

The subject property is zoned "B-5" Highway Commercial, and drive-thru financial institutions are a permitted use within the "B-5" District. However, the City's Zoning Code requires a site plan review for new construction on a site zoned "B-5" Highway Commercial. The purpose of this site plan review weighs heavily towards access to the site, internal traffic flow and parking lot improvements. Said requirement is outlined below in its entirety.

*Ch. 23.02(2)(e) "B-5" Highway Commercial District*

### 5) Site Plan Review

*In addition to the standards contained in this and other City ordinances, no building or zoning permit shall be issued for a new use or renovation of any part of an existing use in this Highway Commercial District until the Common Council has approved the site plan for the proposed use. This requirement is adopted to protect the health, safety, and*

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

Page 65 of 199

# Standards of Review – Site Plan Review

## 1. Setbacks.

**Analysis:** The following are the building setback requirements of the “B-5” Highway Commercial District – 25’ street setback, 10’ side yard setback and a 20’ rear yard setback. Note that more stringent street setbacks exist for properties abutting Highway 10 East in accordance with Wisconsin Department of Transportation requirements.

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

| <i>Lot Line</i> | <b>B-5 Setback Requirements</b>                            | <b>Proposed Setbacks</b>                                             |
|-----------------|------------------------------------------------------------|----------------------------------------------------------------------|
| <i>Street</i>   | 40 feet – U.S. Highway 10 East<br>25 feet – Brilowski Road | 42 feet off of U.S. Highway 10 East<br>29 feet off of Brilowski Road |
| <i>Side</i>     | 10 feet                                                    | 87 feet                                                              |
| <i>Rear</i>     | 20 feet                                                    | 74 feet                                                              |

## 2. Density.

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

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

## 3. Building Height.

**Analysis:** The maximum height of the proposed building will be 21’ 6”.

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

## 4. Access and Internal Traffic Flow.

**Analysis:** Two access points exist along the south property line that abuts a shared driveway for other businesses along U.S. Highway 10 East. These two access points meet the minimum 150’ separation requirement as outlined in the City’s Zoning Ordinance – as such, staff believes that the location of these access points will not lead to poor traffic flow within the adjacent shared driveway. As shown within the proposed site plan, the site design is proposed so that drive-thru traffic is separated from



walk-in traffic. This was done so, in part, to not create a clog of traffic for these different parking lot users.

**Findings:** Drive-thru financial institutions have the possibility to incur significant traffic during certain times of the day. With that said, the development team has purposely designed the site so that a high volume of drive-thru traffic can be accommodated through the ATM lanes and within the parking lot. With a shared driveway agreement already in place, staff believes that the driveway is built appropriately to handle the additional traffic volume expected within this development.

## **5. Stacking.**

**Analysis:** Four stacking spaces are required from the start of the drive-thru lane to the teller machines.

**Findings:** A dedicated drive-thru lane is provided near one of the main entrances into the site, leading north to the three teller machines. More than four stacking spaces are provided with the proposed development.

## **6. Utilities.**

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

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





## APPLICATION FOR A SITE PLAN REVIEW

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

### ADMINISTRATIVE SUMMARY (Staff Use Only)

|                                  |  |                |  |                       |                          |                 |                          |
|----------------------------------|--|----------------|--|-----------------------|--------------------------|-----------------|--------------------------|
| Application #                    |  | Date Submitted |  | Fee Required          |                          | Fee Paid        |                          |
| Associated Applications (if any) |  |                |  | Assigned Case Manager |                          |                 |                          |
| Pre-Application Conference Date  |  |                |  | Minor Site Plan       | <input type="checkbox"/> | Major Site Plan | <input type="checkbox"/> |

### APPLICANT/CONTACT INFORMATION

| APPLICANT INFORMATION |                                  | CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> ) |                                             |
|-----------------------|----------------------------------|-------------------------------------------------------------------------------|---------------------------------------------|
| Applicant Name        | UW Credit Union (c/o PJ Thieren) | Contact Name                                                                  | KEE Architecture, Inc. (c/o John Ewanowski) |
| Address               | 8033 Excelsior Drive             | Address                                                                       | 3220 Syene Rd, Ste. 102                     |
| City, State, Zip      | Madison, WI 53717                | City, State, Zip                                                              | Madison, WI 53713                           |
| Telephone             | (608)232-5000, ext. 2631         | Telephone                                                                     | (608)255-9202                               |
| Fax                   | N/A                              | Fax                                                                           | N/A                                         |
| Email                 | pthieren@uwcu.org                | Email                                                                         | john@keearch.com                            |

### OWNERSHIP INFORMATION

| PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> ) |  | PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed) |  |
|--------------------------------------------------------------------------------------------------|--|----------------------------------------------------|--|
| Owner's Name                                                                                     |  | Owner's Name                                       |  |
| Address                                                                                          |  | Address                                            |  |
| City, State, Zip                                                                                 |  | City, State, Zip                                   |  |
| Telephone                                                                                        |  | Telephone                                          |  |
| Fax                                                                                              |  | Fax                                                |  |
| Email                                                                                            |  | Email                                              |  |

### PROJECT SUMMARY

|                                                                                                                    |          |          |
|--------------------------------------------------------------------------------------------------------------------|----------|----------|
| Subject Property Location [Please Include Address and Assessor's Identification Number(s)] 5605 US Highway 10 East |          |          |
| Parcel 1                                                                                                           | Parcel 2 | Parcel 3 |
| 281240836230003                                                                                                    |          |          |
| Legal Description of Subject Property                                                                              |          |          |
| LOT 1 CSM#5174-18- 199 BNG PRT SWNW;EX PRT FOR HWY DES 684955 & 691507 ING/EGR ESMT & RC-589/928 S36 T24 R8 889108 |          |          |
| Area of Subject Property (Acres/Sq Ft)                                                                             |          |          |
| 1.09 Acres                                                                                                         |          |          |
| Current Zoning District(s)                                                                                         |          |          |
| B-5 Highway Commercial District                                                                                    |          |          |

| Designated Future Land Use Category                                                                                                                                                                                                                                                                                                                                                                                              | Current Use of Property         | Proposed Use of Property               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------|
| Commercial/Office/Multifamily                                                                                                                                                                                                                                                                                                                                                                                                    | Vacant                          | Credit Union                           |
| Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)                                                                                                                                                                                                                                                                 |                                 |                                        |
| <p>New construction credit union branch for UW Credit Union, providing retail banking, wealth management, and other financial services. The site will include a 4,900 square foot branch, parking for staff and members, and a drive-thru canopy with two ITMs (and room for a future third ITM). Construction activities are anticipated to commence in January 2025, with an approximately 10-month construction duration.</p> |                                 |                                        |
| Current Zoning Surrounding Subject Property                                                                                                                                                                                                                                                                                                                                                                                      |                                 |                                        |
| North:                                                                                                                                                                                                                                                                                                                                                                                                                           | N/A - U.S. Highway 10           | South: B-5 Highway Commercial District |
| East:                                                                                                                                                                                                                                                                                                                                                                                                                            | B-5 Highway Commercial District | West: N/A - Brilowski Road             |
| Current Land Use Surrounding Subject Property                                                                                                                                                                                                                                                                                                                                                                                    |                                 |                                        |
| North:                                                                                                                                                                                                                                                                                                                                                                                                                           | N/A - U.S. Highway 10           | South: Parking Lot                     |
| East:                                                                                                                                                                                                                                                                                                                                                                                                                            | Stormwater Retention Pond       | West: N/A - Brilowski Road             |

#### EXHIBITS

| Owner Information Sheet                                                           | <input checked="" type="checkbox"/> | Additional Exhibits If Any (List): |
|-----------------------------------------------------------------------------------|-------------------------------------|------------------------------------|
| Letter to District Alderperson (emailed separately, S.P. Planning cc'd)           | <input checked="" type="checkbox"/> | Existing site survey (2 pages)     |
| Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)       | <input checked="" type="checkbox"/> |                                    |
| Site Plan (designating primary, side, and service street frontages)               | <input checked="" type="checkbox"/> |                                    |
| Building Elevations                                                               | <input checked="" type="checkbox"/> |                                    |
| Parking Plan (Location, number of spaces, reductions, and design and landscaping) | <input checked="" type="checkbox"/> |                                    |
| Street Plan with Cross-sections N/A - no new street construction                  | <input type="checkbox"/>            |                                    |
| Utility Plan                                                                      | <input checked="" type="checkbox"/> |                                    |
| Landscape Plan (including any equivalent alternative landscaping requests)        | <input checked="" type="checkbox"/> |                                    |
| Stormwater Plan                                                                   | <input checked="" type="checkbox"/> |                                    |
| Outdoor Lighting Plan (location of fixtures, illumination levels)                 | <input checked="" type="checkbox"/> |                                    |

#### 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 |
|------------------------|------|--------------------------------|------|
|                        |      |                                |      |

## John Ewanowski

---

**From:** John Ewanowski  
**Sent:** Tuesday, September 3, 2024 4:30 PM  
**To:** marykneebonealder@gmail.com  
**Cc:** Adam Kuhn; David Ewanowski; Aden Sayers; pthieren@uwcu.org  
**Subject:** New construction in Stevens Point Dist. 7 - UW Credit Union Branch

Dear Ald. Kneebone,

I am writing on behalf of UW Credit Union to inform you of a new development they are planning to construct in Stevens Point District 7. The site is at the southeast corner of Highway 10 and Brilowski Road, where an Applebee's was located before demolition in 2023. The new building will serve as a credit union branch, offering retail banking, mortgage services, and wealth management services. In addition to the 4,900-square-foot branch, the site will have two canopy-covered drive-through Interactive Teller Machines (ITMs), with rough-ins for a future third ITM.

We are not seeking any zoning variances outside of the current B-5 Highway Commercial Zoning District. The building and parking lot fall within stipulated setback requirements. Credit unions are a permitted usage in the district, so no conditional use permit is required for the proposal.

Architecturally, the building will employ durable materials that are standard to UW Credit Union branches, including brick masonry, high pressure laminate siding (Trespa brand), and metal composite material wall panels (Alpolic brand). The building has adequate fenestration to allow for natural light transmission, especially the curtain-wall enclosed lobby, which features exposed glue-laminated natural wood beams and ceiling decking. Rooftop mechanical equipment will be screened to provide a pleasant view from all sides of the building exterior.

The facility will house 7-9 FTEs during normal business hours, which will typically be 9:00 am to 5:30 pm, Monday through Friday, and 9:00 am to 1:00 pm on Saturday (closed Sunday).

We are excited to be serving your constituents through this new branch and look forward to continuing our collaboration with the City of Stevens Point through the remaining design phase, construction, and once the branch is up and running.

Please reach out to me if you have any questions or comments regarding the above outlined proposal.

Sincerely,

John Ewanowski, AIA  
**KEE Architecture, Inc.**  
Madison | Salt Lake City  
3220 Syene Rd #102 Madison, WI 53713  
(608)255-9202 Office  
[www.keearch.com](http://www.keearch.com)

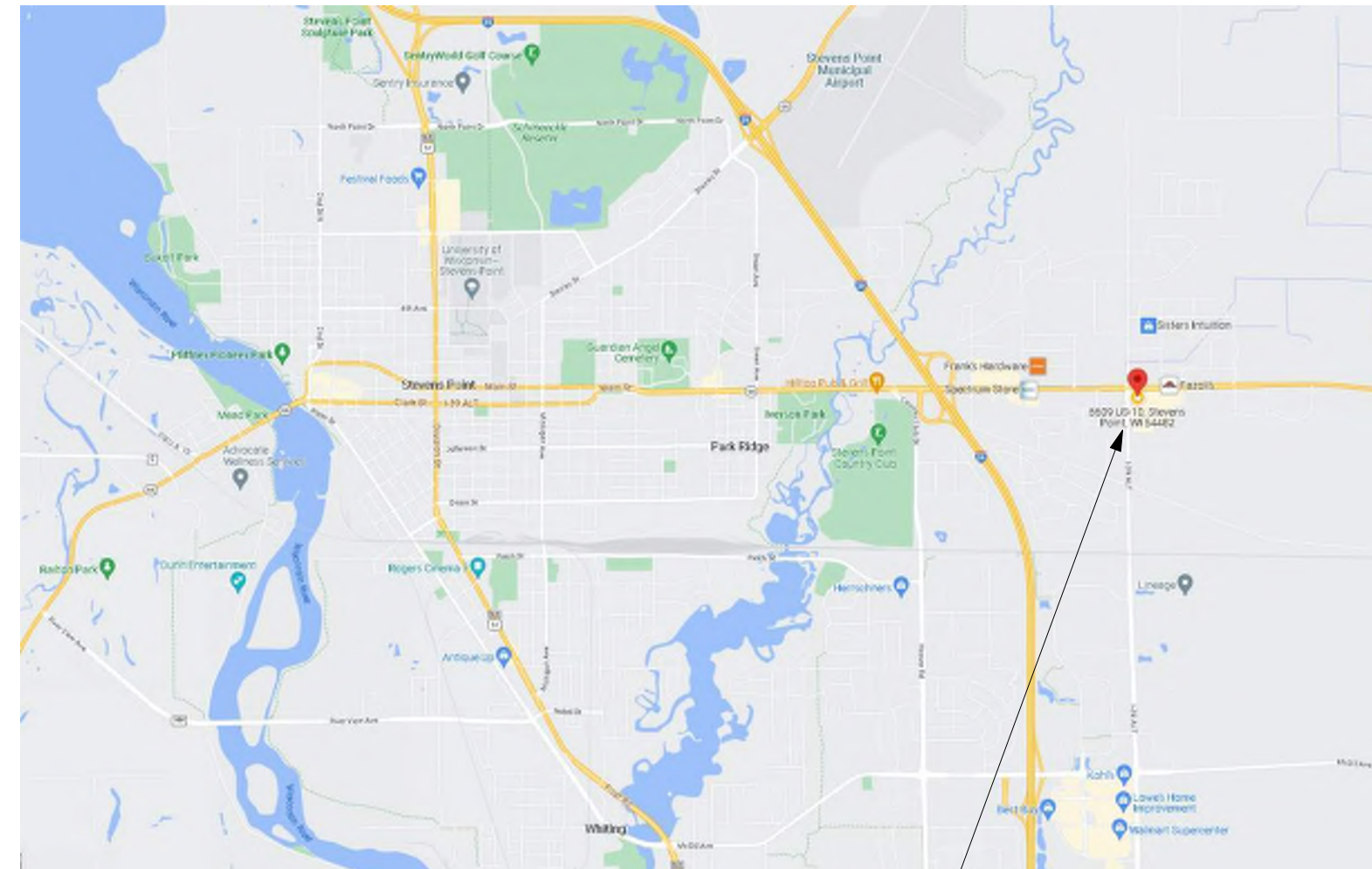
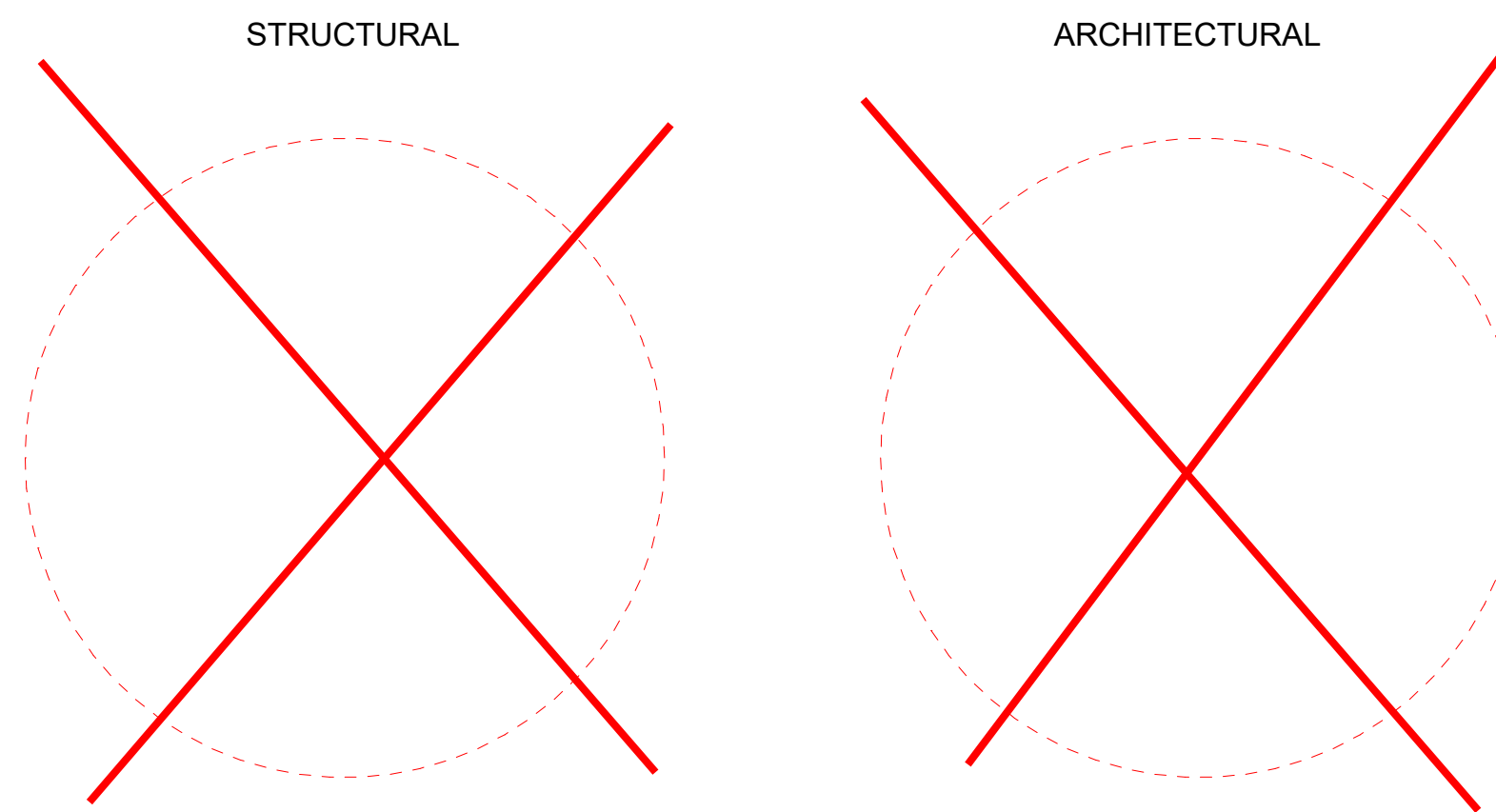


KEE Project ZG03E

FOR CITY OF  
STEVENS POINT -  
SITE PLAN REVIEW  
(09/03/2024)



## Location Map



5609 HIGHWAY 10 EAST

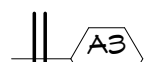
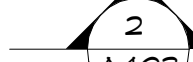
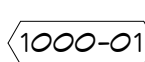
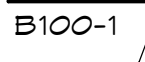
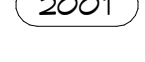
### Contact Information:

| <u>ARCHITECT:</u>                                          | <u>GENERAL CONTRACTOR:</u>                                      | <u>CONSULTANTS:</u>                                              |                                                                                        |                                                                |
|------------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------|----------------------------------------------------------------|
| <b>KEE ARCHITECTURE, INC</b>                               | <b>J.H. FINDORFF &amp; SON, INC.</b>                            | <b>WYSER ENGINEERING</b><br><i>(CIVIL ENGINEERING)</i>           | <b>IMEG CORP</b><br><i>(STRUCTURAL, PLUMBING, HVAC,<br/>ELECTRICAL AND TECHNOLOGY)</i> | <b>BRUCE COMPANY</b><br><i>(LANDSCAPE ARCHITECTS)</i>          |
| 3220 SYENE RD, #102<br>MADISON, WI 53713<br>(608) 255-9202 | 300 SOUTH BEDFORD STREET<br>MADISON, WI 53703<br>(608) 257-5321 | 300 EAST FRONT STREET<br>MOUNT HOREB, WI 53572<br>(608) 437-1980 | 2310 CROSSROADS DRIVE<br>SUITE 3000, MADISON WI 53718<br>(608) 223-9600                | 2830 PARMENTER STREET<br>MIDDLETON, WI 53562<br>(608) 836-7041 |

## Materials Legend

| PLAN/SECTION CUT |                              |
|------------------|------------------------------|
|                  | Brick                        |
|                  | Concrete                     |
|                  | Concrete Masonry Units (CMU) |
|                  | Earth/Compacted Fill         |
|                  | Glass                        |
|                  | Gypsum Wall Board (GWB)      |
|                  | Insulation (Batt/Loose)      |
|                  | Insulation (Rigid)           |
|                  | Insulation (Spray Foam)      |
|                  | Metal                        |
|                  | Plastic Laminate (PLAM)      |
|                  | Plywood                      |
|                  | Sand, Grout, Mortar          |
|                  | Solid Surface                |
|                  | Stone                        |
|                  | Wood (Rough)                 |
|                  | Wood (Blocking)              |
|                  | Wood (Finish)                |

### Graphic Legend

|                                                                                       |                              |                                                                                       |                                               |
|---------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------|
|  | Level Line / Datum Elevation |  | Callout Reference                             |
|  | Room Name & Number           |  | Drawing Number (typ.)<br>Sheet Number (typ.)  |
|  | Partition Type Reference     |  | Building / Wall Section /<br>Detail Reference |
|  | Keyed Note                   |  | 2 Exterior Elevation<br>Reference             |
|  | Door Tag                     |  | 2 Interior Elevation<br>Reference             |
|  | Window Tag                   |  | Finish Symbol                                 |
|  | Specialty<br>Equipment Tag   |                                                                                       |                                               |



UW Credit Union  
Stevens Point  
Branch  
5609 HIGHWAY 10  
EAST  
Stevens Point,  
Wisconsin 54481

ZG03E



3220 SYENE RD #102 | MADISON WI 53713

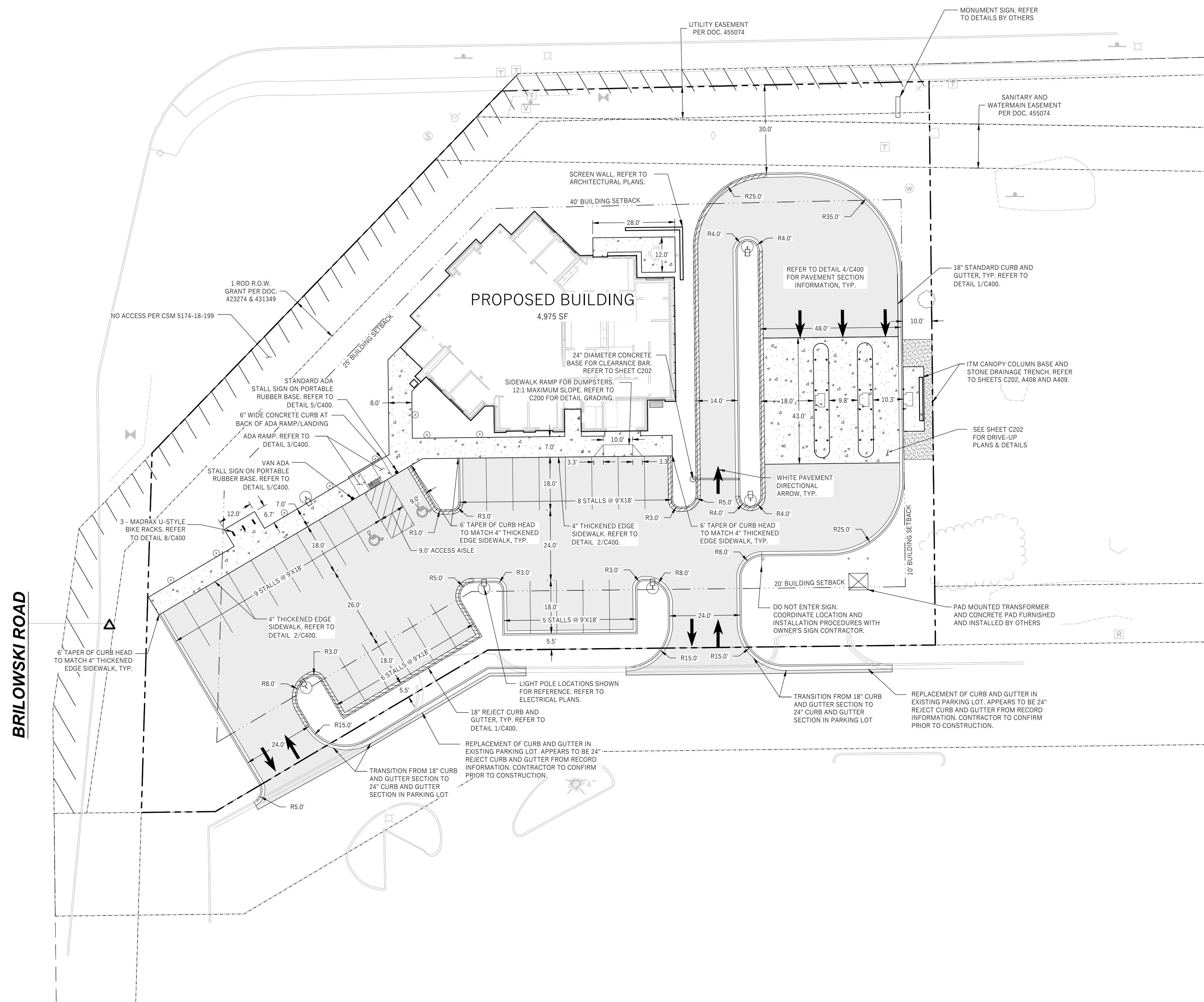
# Findorff

G100

# TITLE SHEET



**U.S. HIGHWAY 10 EAST**



### LEGEND (PROPOSED)

- |                                                                                     |                              |
|-------------------------------------------------------------------------------------|------------------------------|
|  | PROPERTY BOUNDARY            |
|  | EASEMENT                     |
|  | BUILDING SETBACK LINE        |
|  | BUILDING FOOTPRINT           |
|  | 18" STANDARD CURB AND GUTTER |
|  | 18" REJECT CURB AND GUTTER   |
|  | ASPHALT PAVEMENT             |
|  | CONCRETE PAVEMENT            |

## GENERAL NOTES

1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS PROVIDED TO WYSER ENGINEERING. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS OF DATA THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
2. REFER TO THE ALTA SURVEY FOR BENCHMARK LOCATIONS. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
3. CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE RIGHT OF WAY IF REQUIRED.
4. WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
5. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.

SITE INFORMATION BLOCK:

SITE ADDRESS: 5609 US HIGHWAY 10 EAST  
(LOT 1, CERTIFIED SURVEY MAP NO. 5174-18-199)  
TAX KEY NO: 281240836230003  
SITE ACREAGE: 47,440 SQ.FT. (1.0891 AC)  
USE OF PROPERTY: FINANCIAL INSTITUTION  
ZONING: B-5 - HIGHWAY COMMERCIAL DISTRICT

TOTAL NUMBER OF PARKING STALLS: 29  
NUMBER OF STALLS DESIGNATED ACCESSIBLE: 2  
PARKING RATIO: 7.18 STALLS PER 1,000 SQ.FT.

PREVIOUS SITE IMPERVIOUS SURFACE AREA: 33,687 SQ.FT. (0.773 AC - 71%)  
EXISTING IMPERVIOUS SURFACE AREA: 0 SQ.FT. (0.0 AC - 0%)

PROPOSED IMPERVIOUS SURFACE AREA: 25,200 SQ.FT. (0.579 AC - 53.1%  
 ROOFTOP: 4,975 SQ.FT.  
 PAVED: 20,225 SQ.FT.  
 PROPOSED OPEN SPACE AREA: 22,240 SQ.FT. (0.510 AC - 46.9%)

|  |             |
|--|-------------|
|  | DESIGN      |
|  | DEVELOPMENT |

08/22/2024

| REV | DESCRIPTION | DATE |
|-----|-------------|------|
|-----|-------------|------|



UW Credit Union  
Stevens Point  
Branch

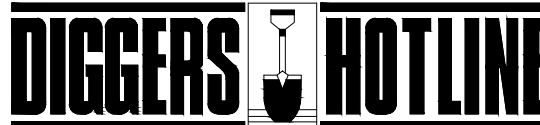
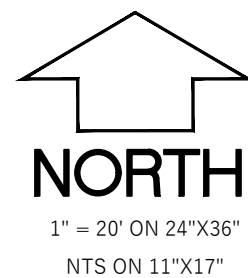
5609 HIGHWAY 10  
EAST  
Stevens Point,  
Wisconsin 54481

ZG03E

KEE  
architecture

3220 SYENE RD #102 | MADISON WI 53713

# Findorff



**Toll Free (800) 242-8511 -or- 811**  
Hearing Impaired TDD (800) 542-2289  
**[www.DiggersHotline.com](http://www.DiggersHotline.com)**

# C101

## SITE PLAN



U.S. HIGHWAY 10 EAST

LEGEND (PROPOSED)

- PROPERTY BOUNDARY
- EASEMENT
- BUILDING FOOTPRINT
- 18" STANDARD CURB AND GUTTER
- 18" REJECT CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- MAJOR CONTOUR
- MINOR CONTOUR
- STORM SEWER
- SILT FENCE
- INLET PROTECTION

GENERAL NOTES

- UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS PROVIDED TO WYSER ENGINEERING. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
- REFER TO THE ALTA SURVEY FOR BENCHMARK LOCATIONS. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
- CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE RIGHT OF WAY IF REQUIRED.
- WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.

CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS

- POST WDNR CERTIFICATE OF PERMIT COVERAGE AND MUNICIPAL EROSION CONTROL PERMITS ON SITE AND MAINTAIN UNTIL CONSTRUCTION ACTIVITIES HAVE CEASED. THE SITE IS STABILIZED, AND A NOTICE OF TERMINATION IS FILED WITH WDNR.
- KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
- ENGINEER / CITY OF STEVENS POINT / WDNR HAS THE RIGHT TO REQUIRE CONTRACTOR TO IMPLEMENT ADDITIONAL EROSION CONTROL MEASURES AS NECESSARY. CONTRACTOR MUST NOTIFY THE CITY OF GREENFIELD BUILDING INSPECTOR TO SCHEDULE A MEETING A MINIMUM OF TWO (2) WORKING DAYS IN ADVANCE OF ANY SOIL DISTURBANCE ACTIVITIES.
- SUBMIT PLAN REVISIONS OR AMENDMENTS TO THE WDNR AT LEAST 5 DAYS PRIOR TO FIELD IMPLEMENTATION.
- THE SITE CONTRACTOR IS RESPONSIBLE FOR ROUTINE SITE INSPECTIONS AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. KEEP INSPECTION REPORTS ON-SITE AND MAKE THEM AVAILABLE UPON REQUEST.
- INSPECT AND MAINTAIN ALL INSTALLED EROSION CONTROL PRACTICES UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
- WHEN POSSIBLE, PRESERVE EXISTING VEGETATION (ESPECIALLY ADJACENT TO SURFACE WATERS), MINIMIZE LAND-DISTURBING CONSTRUCTION ACTIVITY ON SLOPES OF 20% OR MORE, MINIMIZE SOIL COMPACTION, AND PRESERVE TOPSOIL.
- REFER TO THE WDNR STORMWATER CONSTRUCTION AND POST-CONSTRUCTION TECHNICAL STANDARDS AT <https://dnr.wisconsin.gov/topic/stormwater/standards/standards.html> AND [https://dnr.wisconsin.gov/topic/Stormwater/standards/postconst\\_standards.html](https://dnr.wisconsin.gov/topic/Stormwater/standards/postconst_standards.html).
- INSTALL PERIMETER EROSION CONTROLS AND ROCK TRACKING PAD CONSTRUCTION ENTRANCE(S) PRIOR TO ANY LAND-DISTURBING ACTIVITIES, INCLUDING CLEARING AND GRUBBING. USE WDNR TECHNICAL STANDARD STONE TRACKING PAD AND TIRE WASHING #1057 FOR ROCK CONSTRUCTION ENTRANCE(S).
- INSTALL TYPE D INLET PROTECTION PRIOR TO LAND-DISTURBING ACTIVITIES IN THE CONTRIBUTING DRAINAGE AREA AND/OR IMMEDIATELY UPON INLET INSTALLATION. COMPLY WITH WDNR TECHNICAL STANDARD STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITES #1060.
- CONTRACTOR TO PROVIDE SOLID LID OR METAL PLATE ON ALL OPEN MANHOLES DURING CONSTRUCTION TO MINIMIZE SEDIMENT FROM ENTERING THE STORM SEWER SYSTEM. COMPLY WITH WDNR TECHNICAL STANDARD STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITES #1060.
- STAGE CONSTRUCTION GRADING ACTIVITIES TO MINIMIZE THE CUMULATIVE EXPOSED AREA. CONDUCT TEMPORARY GRADING FOR EROSION CONTROL PER WDNR TECHNICAL STANDARD TEMPORARY GRADING PRACTICES FOR EROSION CONTROL #1067.
- PERMITTING OF GROUNDWATER DEWATERING IS THE RESPONSIBILITY OF THE CONTRACTOR. GROUNDWATER DEWATERING IS SUBJECT TO A DNR WASTEWATER DISCHARGE PERMIT AND A DNR HIGH CAPACITY WELL APPROVAL IF CUMULATIVE PUMP CAPACITY IS TO GPM OR MORE.
- PROVIDE ANTI-SCOUR PROTECTION AND MAINTAIN NON-EROSIVE FLOW DURING DEWATERING. PERFORM DEWATERING OF ACCUMULATED SURFACE RUNOFF IN ACCORDANCE WITH WDNR TECHNICAL STANDARD DE-WATERING #1061.
- COMPLETE AND STABILIZE SEDIMENT BASINS/TRAPS OR WET POND PRIOR TO MASS LAND DISTURBANCE TO CONTROL RUNOFF DURING CONSTRUCTION. REMOVE SEDIMENT AS NEEDED TO MAINTAIN 3 FEET OF DEPTH TO THE OUTLET, AND PROPERLY DISPOSE OF SEDIMENT REMOVED DURING MAINTENANCE (REFER TO NR 528). CONSTRUCT AND MAINTAIN THE SEDIMENT BASIN PER WDNR TECHNICAL STANDARD SEDIMENT BASIN #1064 AND SEDIMENT TRAP # 1065.
- CONSTRUCT AND PROTECT THE BIOINFILTRATION BASIN AND VEGETATION FROM RUNOFF AND SEDIMENT DURING CONSTRUCTION. REFERENCE THE TECHNICAL STANDARD BIORETENTION FOR INFILTRATION # 1004.
- INSTALL AND MAINTAIN SILT FENCING PER WDNR TECHNICAL STANDARD SILT FENCE #1056. REMOVE SEDIMENT FROM BEHIND SILT FENCES AND SEDIMENT BARRIERS BEFORE SEDIMENT REACHES A DEPTH THAT IS EQUAL TO ONE-HALF OF THE FENCE AND/OR BARRIER HEIGHT.
- REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY. REPLACE DECOMPOSING STRAW BALES (TYPICAL BALE LIFE IS 3 MONTHS). LOCATE, INSTALL, AND MAINTAIN STRAW BALES PER WDNR TECHNICAL STANDARD DITCH CHECKS #1062.
- INSTALL AND MAINTAIN FILTER SOCKS IN ACCORDANCE WITH WDNR TECHNICAL STANDARD INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION PRODUCTS # 1071.
- IMMEDIATELY STABILIZE STOCKPILES AND SURROUND STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.
- IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER. BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE. AS APPROPRIATE FOR REGION AND SOIL TYPE. OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.
- STABILIZE AREAS OF FINAL GRADING WITHIN 7 DAYS OF REACHING FINAL GRADE.
- SWEEP/CLEAN UP ALL SEDIMENT/TRASH THAT MOVES OFF-SITE DUE TO CONSTRUCTION ACTIVITY OR STORM EVENTS IMMEDIATELY AFTER IT OCCURS. SEPARATE SWEEPED MATERIALS (SOILS AND TRASH) AND DISPOSE OF APPROPRIATELY.
- THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST PER WDNR TECHNICAL STANDARD DUST CONTROL ON CONSTRUCTION SITES # 1068.
- PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.
- COORDINATE WITH THE AUTHORITIES WITH JURISDICTION TO UPDATE THE LAND DISTURBANCE PERMIT TO INDICATE THE ANTICIPATED OR LIKELY DISPOSAL LOCATIONS FOR ANY EXCAVATED SOILS OR CONSTRUCTION DEBRIS THAT WILL BE HAULLED OFF-SITE FOR DISPOSAL. THE DEPOSITED OR STOCKPILED MATERIAL NEEDS TO INCLUDE PERIMETER SEDIMENT CONTROL MEASURES (SUCH AS SILT FENCE, HAY BALES, FILTER SOCKS, OR COMPACTED EARTHEN BERM).
- FOR NON-CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED SLOPES, PROVIDE CLASS I URBAN EROSION CONTROL MATTING. INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD NON-CHANNEL EROSION MAT #1052.
- FOR CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED AREAS, PROVIDE CLASS II TYPE B EROSION CONTROL MATTING UNLESS OTHERWISE SPECIFIED ON THE PLAN. INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD CHANNEL EROSION MAT #1053.
- THE CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE WDNR REMEDIATION AND WASTE MANAGEMENT REQUIREMENTS FOR HANDLING AND DISPOSING OF CONTAMINATED MATERIALS. SITE-SPECIFIC INFORMATION FOR AREAS WITH KNOWN OR SUSPECTED SOIL AND/OR GROUNDWATER CONTAMINATION CAN BE FOUND ON WDNR'S BUREAU OF REMEDIATION AND DEVELOPMENT RACKING SYSTEM (BRRTS) PUBLIC DATABASE AT: <http://dnr.wi.gov/bwrts/>.
- INSTALL AND MAINTAIN A CONCRETE WASHOUT BASIN PER EPA 823-F-11-006: <https://www3.epa.gov/npdes/pubs/concretewashout.pdf>. REQUIRE USE BY ALL CONCRETE CONTRACTORS. LIQUID MAY BE REUSED IN CONCRETE MIXING, EVAPORATED, OR DISPOSED OF AS WASTEWATER.
- PORTABLE TOILETS TO BE PLACED ON EARTHEN SURFACE OR, IF ON PAVEMENT, PROVIDE A DRIP PAN. DRAINAGE FROM AROUND PORTABLE TOILETS SHALL NOT REACH STORM SEWER SYSTEMS.

DESIGN DEVELOPMENT

08/22/2024

REV DESCRIPTION DATE



UW Credit Union  
Stevens Point  
Branch

5609 HIGHWAY 10  
EAST  
Stevens Point,  
Wisconsin 54481

ZG03E

KEE  
architecture

3220 SYENE RD #102 | MADISON WI 53713

Findorff

GRADING & EROSION  
CONTROL PLAN

C200

PROPOSED  
BUILDING  
4,975 SF  
FFE = 1105.00  
(ARCH = 100'-0")

CLASS I URBAN EROSION  
MATTING ON SIDE SLOPES, TYP.  
REFER TO CONSTRUCTION SITE  
EROSION CONTROL  
REQUIREMENTS NO. 27.

SILT FENCE PER WDNR  
TECHNICAL STANDARD 1056.  
REFER TO DETAIL 7/C400.

RIPRAP AT THE STORM OUTLET.  
REFER TO DETAIL 10/C400.

TYPE D INLET PROTECTION PER  
WDNR TECHNICAL STANDARD 1060,  
TYP. INSTALL AT ANY LOCATION  
WHERE CONSTRUCTION RUNOFF  
DRAINS INTO THE STORM SEWER  
SYSTEM. REFER TO DETAIL 9/C400.

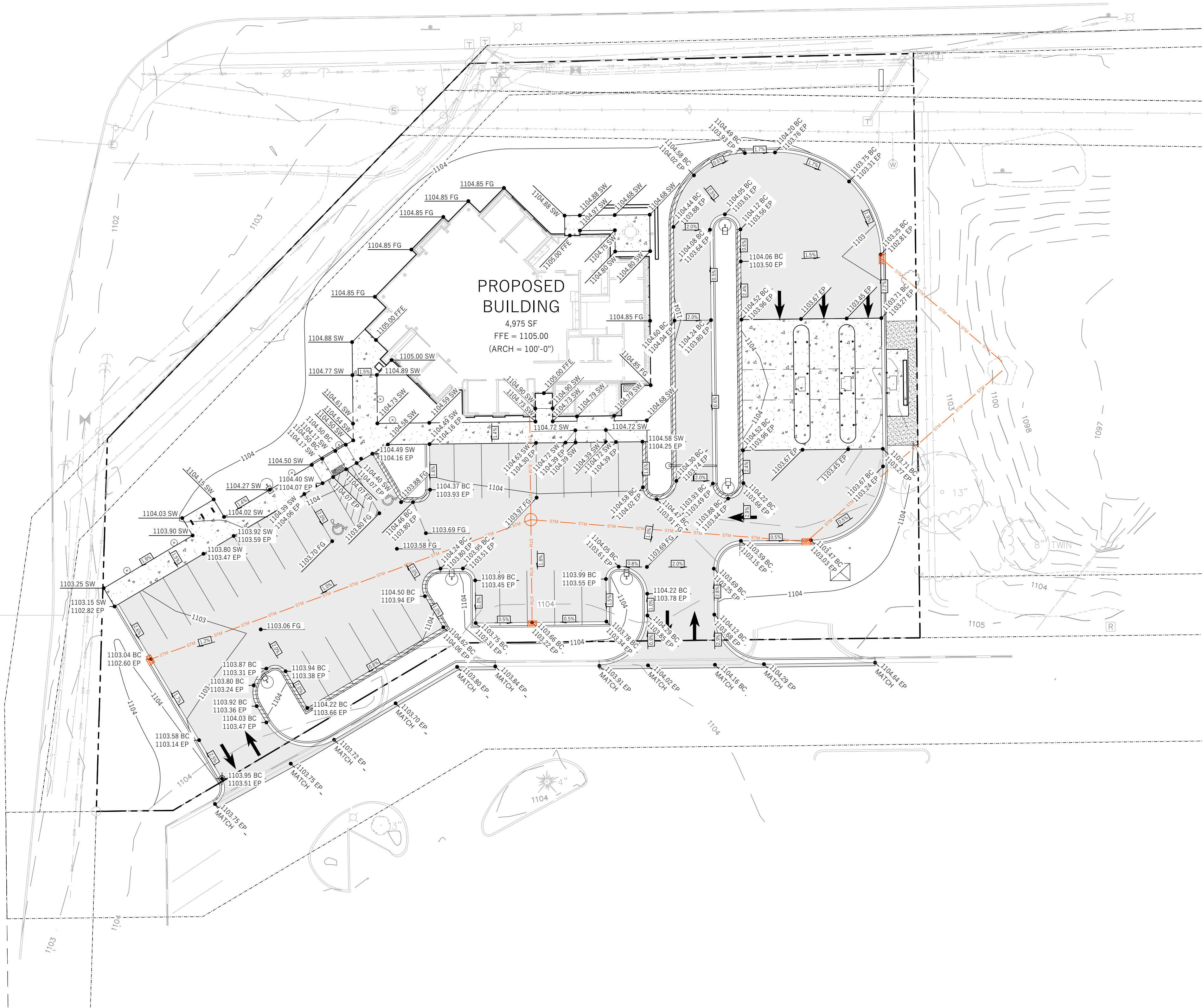
TEMPORARY SOIL STOCKPILE  
LOCATION. REFER TO  
CONSTRUCTION SITE EROSION  
CONTROL NOTE NO. 20

STONE TRACKING PAD (MIN. 50'  
LONG AND 12" DEEP BY USE OF 3"  
CLEAR STONE) IN THIS AREA PER  
WDNR TECHNICAL STANDARD 1057.  
INSTALL AT ANY LOCATION WHERE  
CONSTRUCTION TRAFFIC MEETS  
THE EXISTING PAVED  
DEVELOPMENT AREA. REFER TO  
DETAIL 6/C400.

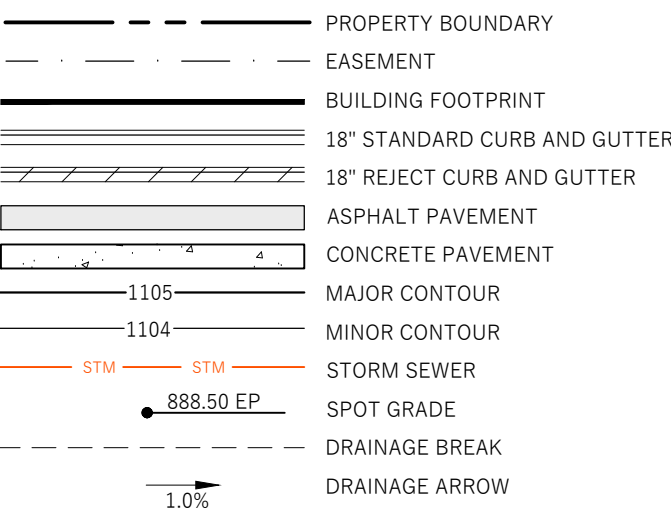


U.S. HIGHWAY 10 EAST

BRILOWSKI ROAD



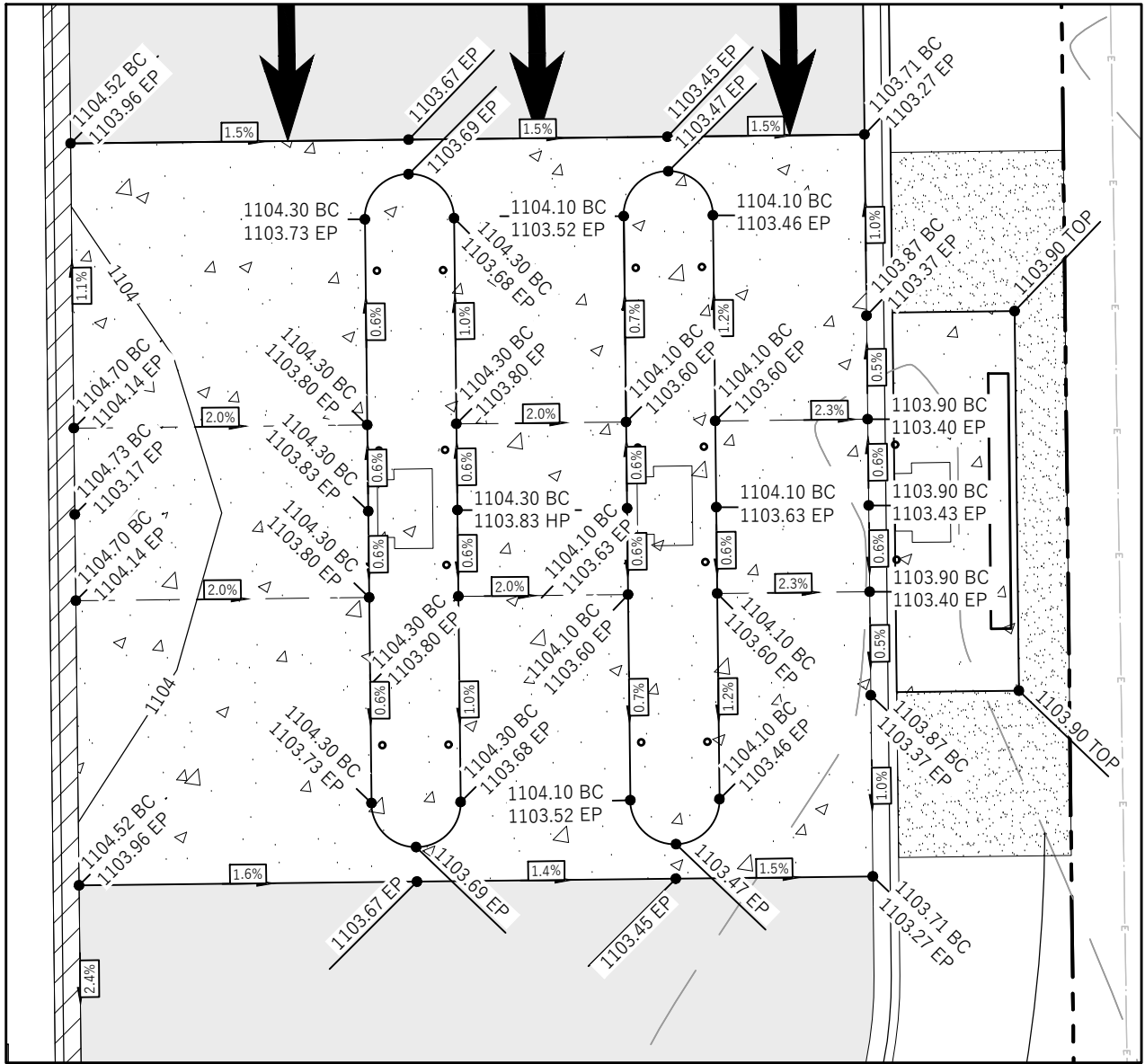
LEGEND (PROPOSED)



NOTE:  
SPOT GRADES ARE AS FOLLOWS:  
BC - BACK OF CURB  
EP - EDGE OF ASPHALT PAVEMENT  
FFE - FINISHED FLOOR GRADE  
FG - FINISH GRADE  
FL - FLOW LINE  
HP - HIGH POINT  
LP - LOW POINT  
SW - EDGE OF SIDEWALK

GENERAL NOTES

1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS PROVIDED TO WYSER ENGINEERING. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
2. REFER TO THE ALTA SURVEY FOR BENCHMARK LOCATIONS. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
3. CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE RIGHT OF WAY IF REQUIRED.
4. WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
5. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.



WYSER  
ENGINEERING

DESIGN  
DEVELOPMENT

08/22/2024

| REV | DESCRIPTION | DATE |
|-----|-------------|------|
|-----|-------------|------|



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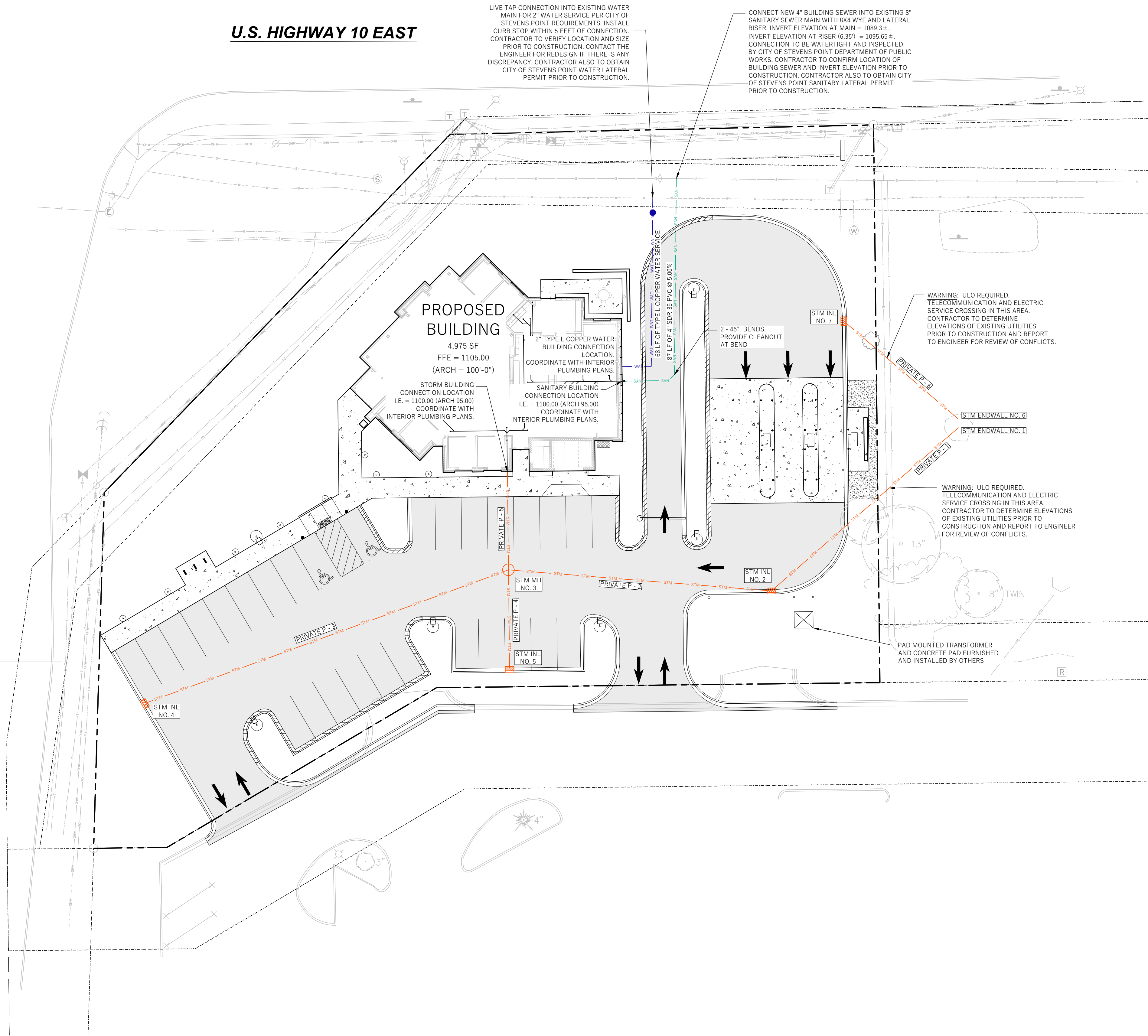
C201

DETAIL GRADING PLAN



BRILOWSKI ROAD

U.S. HIGHWAY 10 EAST



LEGEND (PROPOSED)

- PROPERTY BOUNDARY
- EASEMENT
- BUILDING FOOTPRINT
- 18" CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- WATER MAIN
- SANITARY SEWER
- STORM SEWER

GENERAL NOTES

- UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS PROVIDED TO WYSER ENGINEERING. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
- REFER TO THE ALTA SURVEY FOR BENCHMARK LOCATIONS. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
- CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE RIGHT OF WAY IF REQUIRED.
- WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.

UTILITY NOTES

- DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.
- LENGTHS OF ALL UTILITIES ARE TO CENTER OF STRUCTURES OR FITTINGS AND MAY VARY SLIGHTLY FROM PLAN. LENGTHS SHALL BE VERIFIED IN THE FIELD DURING CONSTRUCTION.
- CONTRACTOR SHALL VERIFY ALL ELEVATIONS, LOCATIONS, AND SIZES OF SANITARY, WATER AND STORM LATERALS AND CHECK ALL UTILITY CROSSINGS FOR CONFLICTS.
- THE PROPOSED IMPROVEMENTS MUST BE CONSTRUCTED IN ACCORDANCE WITH ENGINEERING PLANS DESIGNED TO MEET ORDINANCES AND REQUIREMENTS OF THE MUNICIPALITY AND WISDOT, WISDPS, AND WDNR.
- PRIOR TO CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR:
  - EXAMINING ALL SITES CONDITIONS RELATIVE TO THE CONDITIONS INDICATED ON THE ENGINEERING DRAWINGS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE ENGINEER AND RESOLVED PRIOR TO THE START OF CONSTRUCTION.
  - OBTAINING ALL PERMITS INCLUDING PERMIT COSTS, TAP FEES, METER DEPOSITS, BONDS, AND ALL OTHER FEES REQUIRED FOR PROPOSED WORK TO OBTAIN OCCUPANCY.
  - VERIFYING UTILITY ELEVATIONS AND NOTIFYING ENGINEER OF ANY DISCREPANCY. NO WORK SHALL BE PERFORMED UNTIL THE DISCREPANCY IS RESOLVED.
  - NOTIFYING ALL UTILITIES PRIOR TO THE INSTALLATION OF ANY UNDERGROUND IMPROVEMENTS.
  - NOTIFYING THE DESIGN ENGINEER AND MUNICIPALITY 48 HOURS PRIOR TO THE START OF CONSTRUCTION TO ARRANGE FOR APPROPRIATE CONSTRUCTION OBSERVATION.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE ENGINEER WITH AS-BUILT CONDITIONS OF THE DESIGNATED IMPROVEMENTS IN ORDER THAT THE APPROPRIATE DRAWINGS CAN BE PREPARED, IF REQUIRED. ANY CHANGES TO THE DRAWINGS OR ADDITIONAL ITEMS MUST BE REPORTED TO THE ENGINEER AS WORK PROGRESSES.
- ANY SANITARY SEWER, SANITARY SEWER SERVICES, WATER MAIN, WATER SERVICES, STORM SEWER, OR OTHER UTILITIES, WHICH ARE DAMAGED BY THE CONTRACTORS, SHALL BE REPAIRED TO THE OWNERS SATISFACTION AT THE CONTRACTOR'S EXPENSE. NO BLASTING IS ALLOWED WITHIN 30 FEET OF EXISTING UTILITIES.
- ALL PRIVATE INTERCEPTOR WATER MAIN AND WATER SERVICES SHALL BE INSTALLED WITH A 6" MINIMUM BURY. PROVIDE INSULATION ABOVE PIPES WITH LESS THAN 5' OF GROUND COVER.
- GRANULAR BACKFILL MATERIALS ARE REQUIRED IN ALL UTILITY TRENCHES UNDER SIDEWALKS AND PROPOSED PAVED AREAS (UNLESS OTHERWISE SPECIFIED BY A GEOTECHNICAL ENGINEER). ALL UTILITY TRENCH BACKFILL SHALL BE COMPACTED PER SPECIFICATIONS. ALL PAVEMENT PATCHING SHALL COMPLY WITH THE CITY OF OCONOMOWOC STANDARD SPECIFICATIONS. ADDITIONAL PAVEMENT MILLING AND OVERLAY MAY BE REQUIRED BY PERMIT.
- CONTRACTOR SHALL NOTIFY THE APPLICABLE UTILITY OWNER A MINIMUM OF 48 HOURS BEFORE CONNECTING TO PUBLIC UTILITIES.
- ALL NON-METALLIC BUILDING SEWER AND WATER SERVICES MUST BE ACCOMPANIED BY MEANS OF LOCATING UNDERGROUND PIPE. TRACER WIRE VALVE BOXES SHALL BE INSTALLED ON ALL LATERALS AND AS INDICATED ON THESE PLANS.
- ALL EXTERIOR CLEANOUTS SHALL BE PROVIDED WITH A FROST SLEEVE IN ACCORDANCE WITH SPS 382.34(5)(a)b AND SPS 384.30(2)(c).
- ALL PRIVATE PLUMBING MATERIALS SHALL CONFORM TO SPS 384.30.
- ALL PRIVATE PIPE JOINTS SHALL BE INSTALLED PER SPS 384.40.
- ALL PRIVATE WATER PIPE, INCLUDING DEPTH AND SEPARATION REQUIREMENTS, SHALL BE IN ACCORDANCE WITH SPS 382.40(8).
- THE CONTRACTOR SHALL ALLOW 10 WORKING DAYS FOR THE CONSTRUCTION OF GAS MAINS WHEN SCHEDULING THE WORK AND SHALL NOT RESTRICT ACCESS TO THE GAS MAIN CONTRACTOR OR OTHER UTILITY COMPANIES.
- INLET CASTINGS SHALL BE SET TO GRADE PRIOR TO AND SEPARATE FROM THE POURING OF THE CONCRETE CURB AND GUTTER IS REQUIRED THAT THREE FEET OF CONCRETE CURB AND GUTTER ON EACH SIDE OF THE INLET SHALL BE POURED BY HAND, NOT THROUGH THE USE OF A CURB MACHINE. THE INLET CASTING SHALL BE SET TO GRADE ON A BED OF MORTAR WHICH SHALL BE A MINIMUM OF TWO INCHES THICK. THE INLET SHALL BE PLACED ON THE MORTAR BED AND SHALL BE ADJUSTED TO GRADE BY APPLYING DIRECT PRESSURE TO THE CASTING. ONCE THE CASTING ADJUSTMENT IS COMPLETE, THREE FEET OF CURB AND GUTTER ON EACH SIDE OF THE CASTING SHALL BE POURED BY HAND.
- CONTRACTOR SHALL VERIFY AND COORDINATE ALL UTILITY CONNECTIONS WITH THE BUILDING PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL CONDUCT HIS OPERATIONS SO AS TO BE IN CONFORMANCE WITH THE CITY EROSION CONTROL AND STORMWATER ORDINANCE, AND DNR ADMINISTRATIVE RULE NR 216 AT ALL TIMES.

| PROPOSED STORM SEWER STRUCTURES SCHEDULE |                   |                |       |                       |                      |  |
|------------------------------------------|-------------------|----------------|-------|-----------------------|----------------------|--|
| LABEL                                    | INVERT ELEV. (FT) | RIM ELEV. (FT) | DEPTH | STRUCTURE DESCRIPTION | GRATE                |  |
| STM ENDWALL NO. 1                        | 1098.00           | -              | -     | 18" APRON ENDWALL     | -                    |  |
| STM INL NO. 2                            | 1098.30           | 1103.03        | 4.73  | 48" DIA MANHOLE       | R-3067, TYPE L GRATE |  |
| STM MH NO. 3                             | 1099.01           | 1103.84        | 4.83  | 48" DIA MANHOLE       | R-3067, TYPE L GRATE |  |
| STM INL NO. 4                            | 1100.01           | 1102.60        | 2.59  | 2'X3' BOX             | R-3067, TYPE L GRATE |  |
| STM INL NO. 5                            | 1099.43           | 1103.22        | 3.79  | 2'X3' BOX             | R-3067, TYPE L GRATE |  |
| STM ENDWALL NO. 6                        | 1098.00           | -              | -     | 12" APRON ENDWALL     | -                    |  |
| STM INL NO. 7                            | 1099.04           | 1102.83        | 3.77  | 2'X3' BOX             | R-3067, TYPE L GRATE |  |

\* RIM ELEVATION ARE GIVEN TO EDGE OF PAVEMENT FOR INLET GRATES OR CENTER OF MANHOLE CASTING FOR MANHOLES.

| PROPOSED STORM SEWER PIPE SCHEDULE |               |                   |             |                   |                      |           |                  |
|------------------------------------|---------------|-------------------|-------------|-------------------|----------------------|-----------|------------------|
| PIPE LABEL                         | FROM          | TO                | LENGTH (FT) | INVERT ELEV. (FT) | DISCHARGE ELEV. (FT) | SLOPE (%) | PIPE SIZE & TYPE |
| P-1                                | STM INL NO. 2 | STM ENDWALL NO. 1 | 85          | 1098.30           | 1098.00              | 0.35%     | 18"HDPE          |
| P-2                                | STM MH NO. 3  | STM INL NO. 2     | 91          | 1099.01           | 1098.49              | 0.58%     | 15"HDPE          |
| P-3                                | STM INL NO. 4 | STM MH NO. 3      | 133         | 1100.01           | 1099.20              | 0.62%     | 12"HDPE          |
| P-4                                | STM INL NO. 5 | STM MH NO. 3      | 34          | 1099.43           | 1099.26              | 0.50%     | 12"HDPE          |
| P-5                                | ROOF DRAIN    | STM MH NO. 3      | 34          | 1099.95           | 1099.59              | 1.06%     | 8"PVC            |
| P-6                                | STM INL NO. 7 | STM ENDWALL NO. 6 | 52          | 1099.04           | 1098.00              | 2.00%     | 12"HDPE          |

\* PIPE LENGTHS ARE MEASURED TO THE CENTER OF STRUCTURE.

WYSER  
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UW Credit Union  
Stevens Point  
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5609 HIGHWAY 10  
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Stevens Point,  
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ZG03E

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architecture

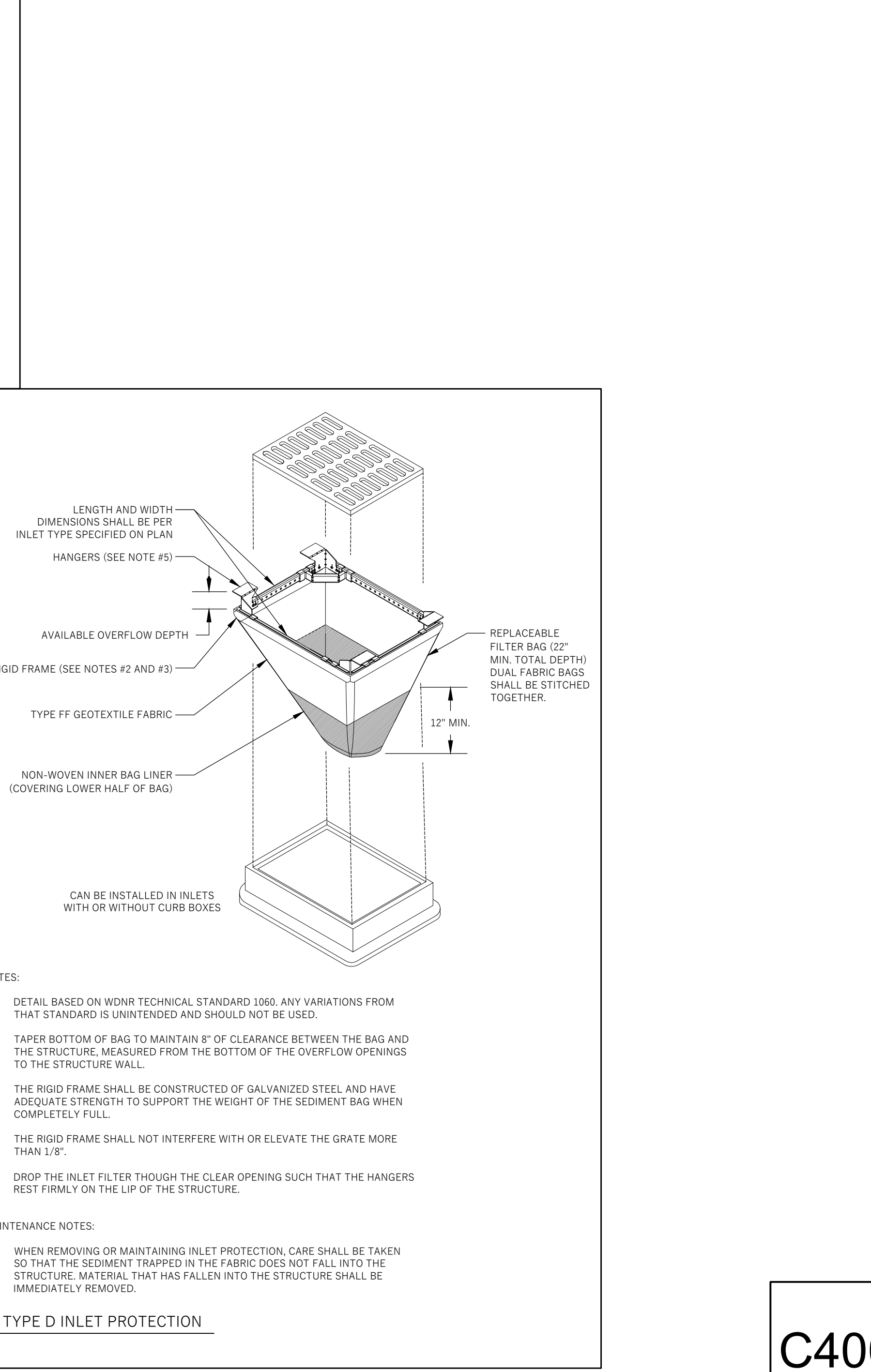
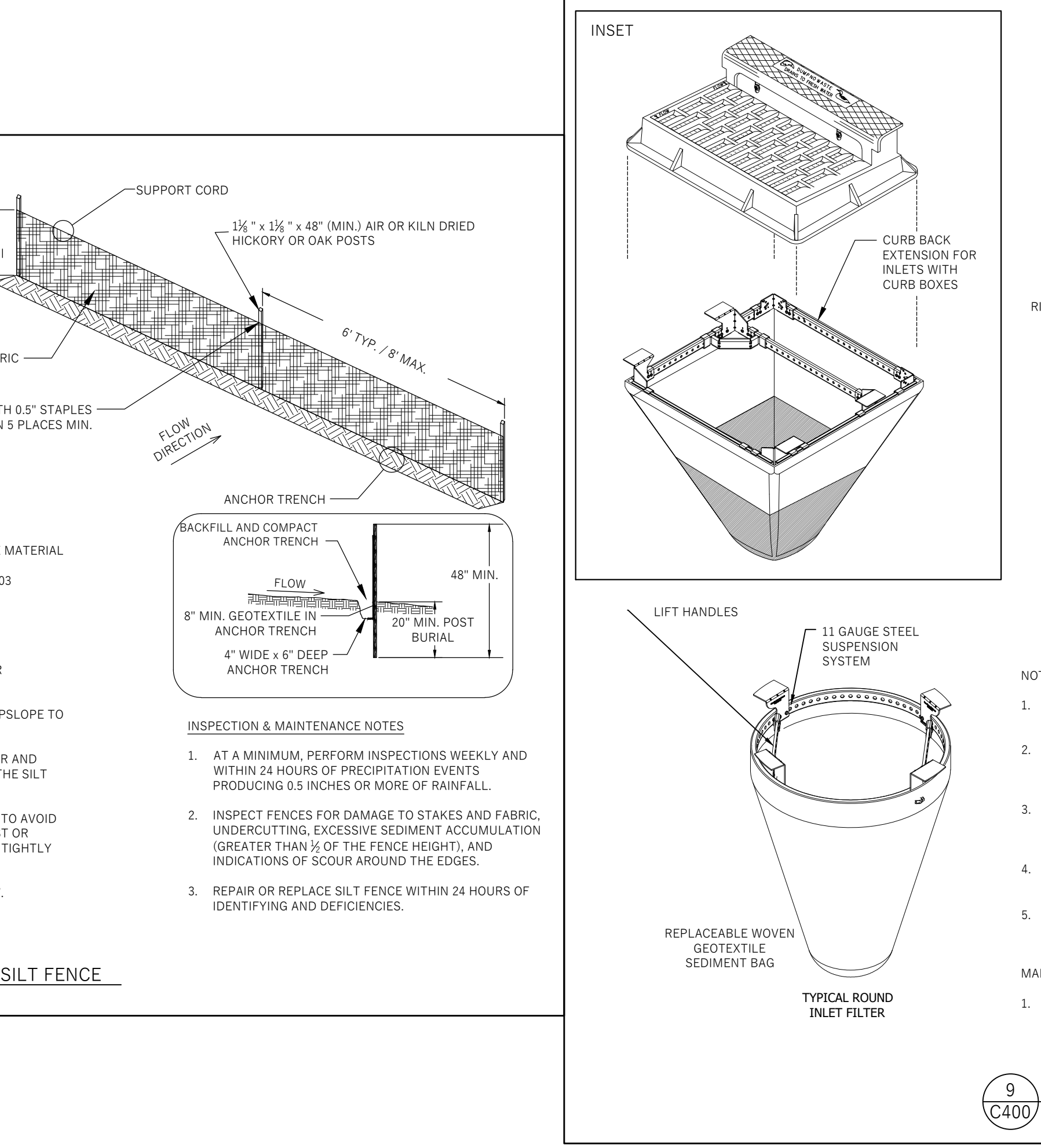
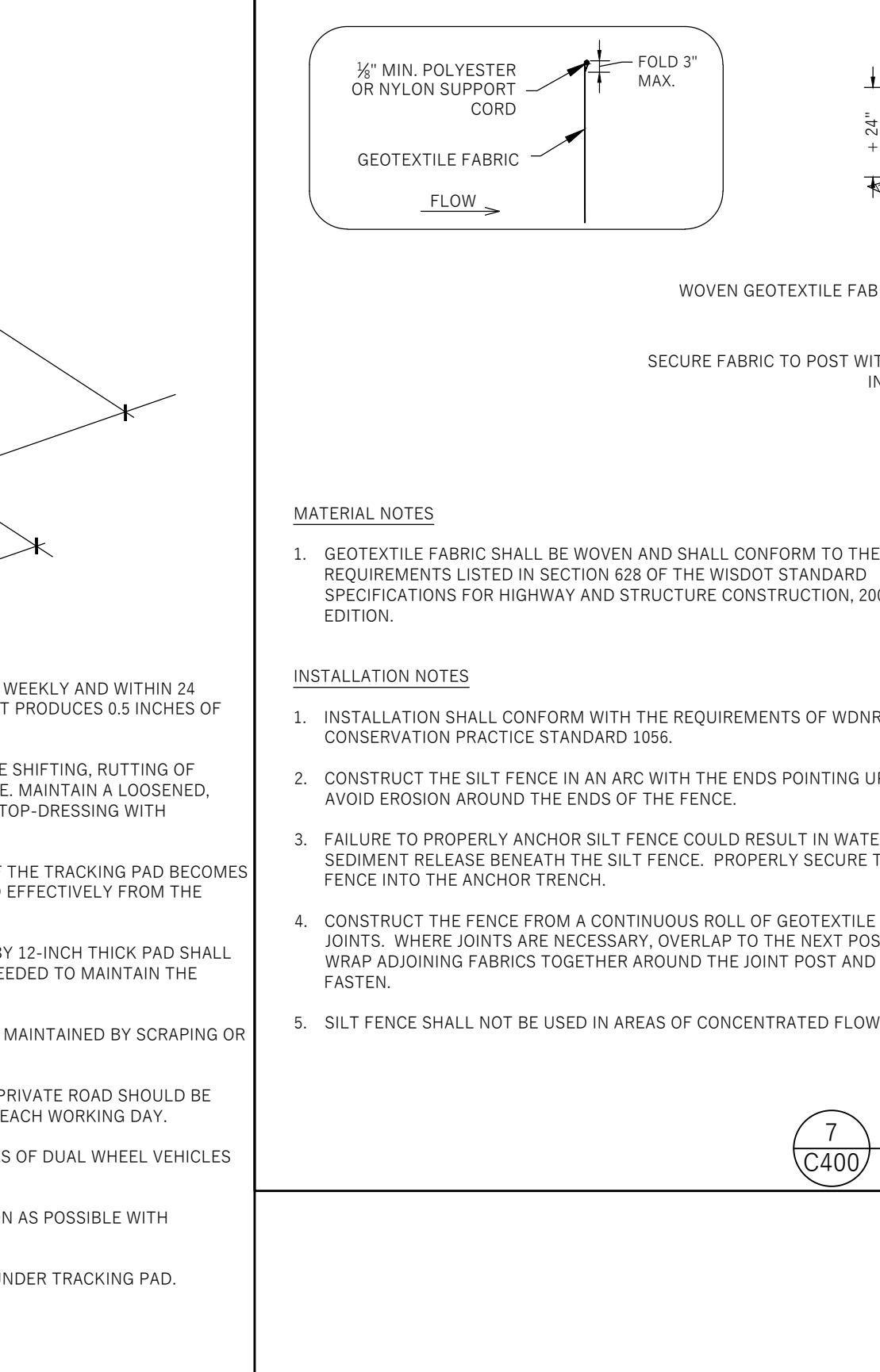
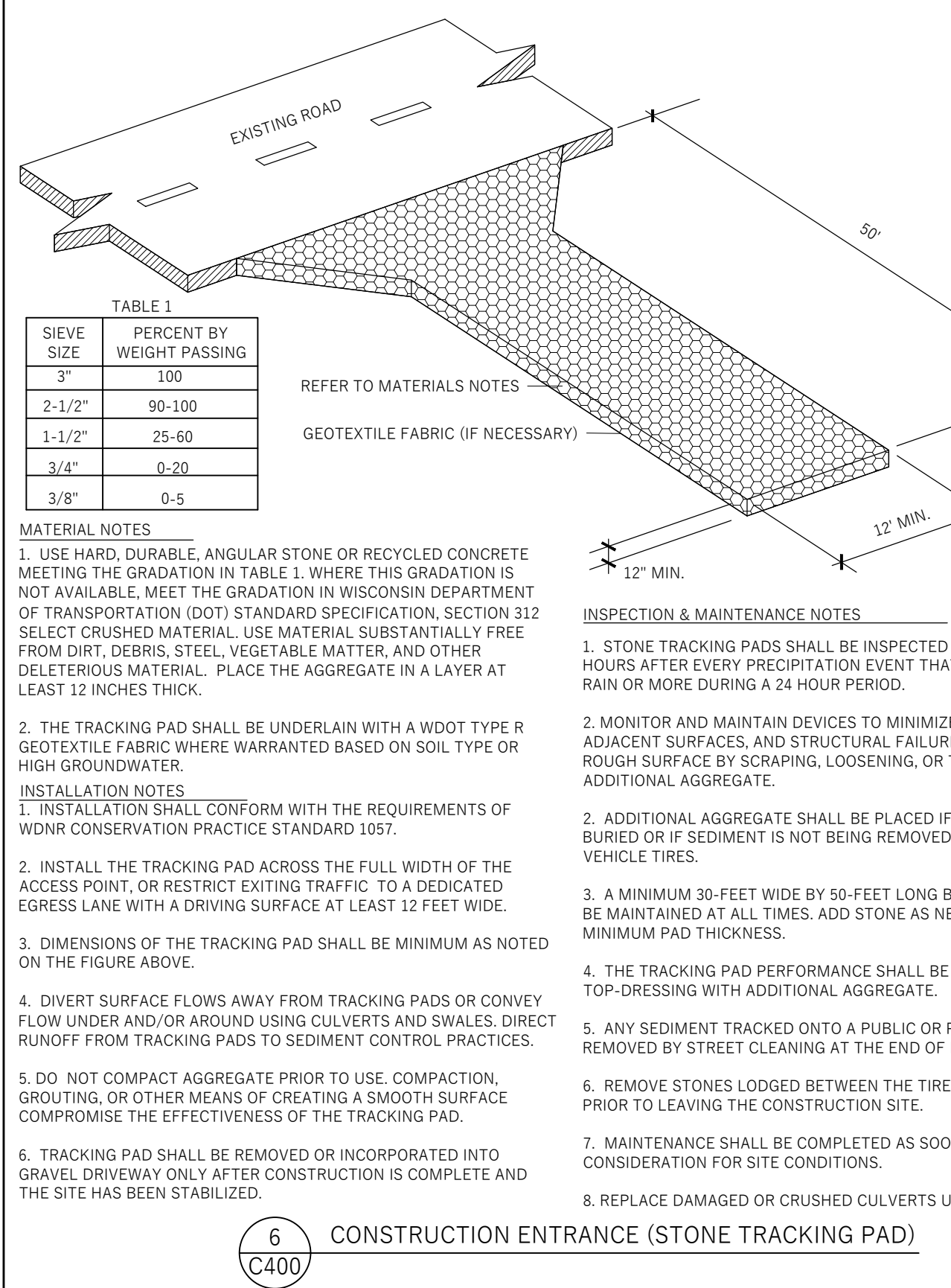
3220 SYENE RD #102 | MADISON WI 53713

Findorff

C300

SITE UTILITY PLAN







Plant Material List

| Broadleaf Deciduous |           |                           |                            |               |
|---------------------|-----------|---------------------------|----------------------------|---------------|
| Quantity            | Code Name | Common Name               | Scientific Name            | Planting Size |
| 1                   | SGM       | Sienna Glen Maple         | Acer X Freemanii 'sienna'  | 2 1/2" B&B    |
| 4                   | ERBT      | Eastern Redbud (tf)       | Cercis Canadensis (tf)     | 2" B&B        |
| 3                   | SKH       | Street Keeper Honeylocust | Gleditsia Triacan 'draves' | 2 1/2" B&B    |
| 9                   | SSC       | Spring Snow Crabapple     | Malus 'spring Snow'        | 2" B&B        |

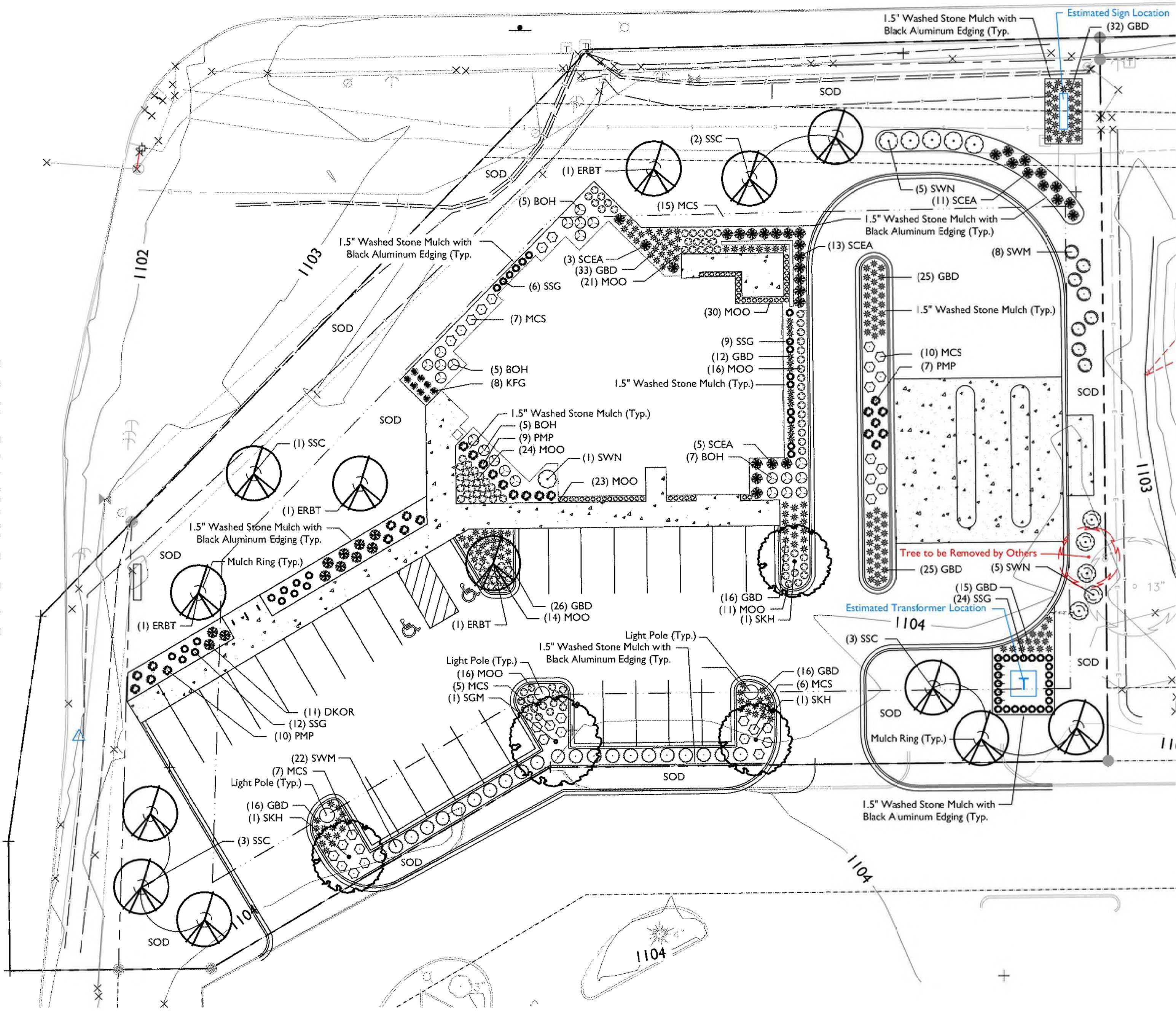
| Conifer Evergreen |           |                            |                                      |               |
|-------------------|-----------|----------------------------|--------------------------------------|---------------|
| Quantity          | Code Name | Common Name                | Scientific Name                      | Planting Size |
| 32                | SCEA      | Compact Emerald Arborvitae | Thuja Occidentalis 'Smaragd Compact' | #7 CONT.      |
| 26                | PMP       | Pesto Mugo Pine            | Pinus Mugo 'Indom2'                  | #3 CONT.      |

| Perennial |           |                                    |                                          |               |
|-----------|-----------|------------------------------------|------------------------------------------|---------------|
| Quantity  | Code Name | Common Name                        | Scientific Name                          | Planting Size |
| 155       | MOO       | Millenium Ornamental Onion         | Allium 'millenium'                       | #1 CONT.      |
| 8         | KFG       | Karl Foerster's Feather Reed Grass | Calamagrostis Acutiflora 'karl Foerster' | #1 CONT.      |
| 216       | GBD       | Going Bananas Daylily              | Hemerocallis 'going Bananas'             | #1 CONT.      |
| 51        | SSG       | Shenandoah Switch Grass            | Panicum Virgatum 'shenandoah'            | #1 CONT.      |

| Shrub    |           |                       |                                  |               |
|----------|-----------|-----------------------|----------------------------------|---------------|
| Quantity | Code Name | Common Name           | Scientific Name                  | Planting Size |
| 22       | BOH       | Bobo Hardy Hydrangea  | Hydrangea Paniculata 'Ivobo'     | #3 CONT.      |
| 30       | SWM       | Snow White Mockorange | Philadelphus 'snowwhite Fantasy' | #3 CONT.      |
| 10       | SWN       | Summer Wine Ninebark  | Physocarpus Opulifolius 'seward' | #5 CONT.      |
| 11       | DKOR      | Double Knock Out Rose | Rosa 'radtko'                    | #5 CONT.      |
| 133      | MCS       | Magic Carpet Spirea   | Spiraea Japonica 'walbuma'       | #3 CONT.      |

Plant Photos to Come

BRILOWSKI ROAD



GENERAL NOTES

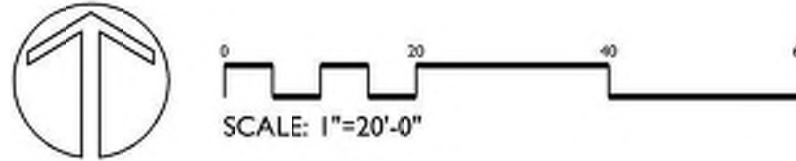
A) Individual trees (and shrub groupings) found along perimeter of property as well as those found within lawn areas to receive wood mulch rings (and wood mulch beds) consisting of a mixture of recycled wood mulch, colored brown, spread to a minimum 3" depth (3' wide beds for shrub groupings).

B) "Aluminum Edging" to be Curv-Rite Aluminum Edging 1/8" x 4" or equivalent.

C) Areas labeled "washed stone" to receive 1-1/2" washed stone spread to a 3" depth over fabric weed barrier.

D) Areas labeled "Sod" shall receive only No. 1 grade nursery-grown bluegrass sod.

E) Plant beds to be mulched with 1-1/2" diameter washed stone mulch spread to a 3" depth over fabric weed barrier.



| REV  | DESCRIPTION | DATE     |
|------|-------------|----------|
| SPAD |             | 08-23-24 |



UW Credit Union  
Stevens Point  
Branch  
5609 HIGHWAY 10  
EAST  
Stevens Point,  
Wisconsin 54481

ZG03E

KEE  
architecture

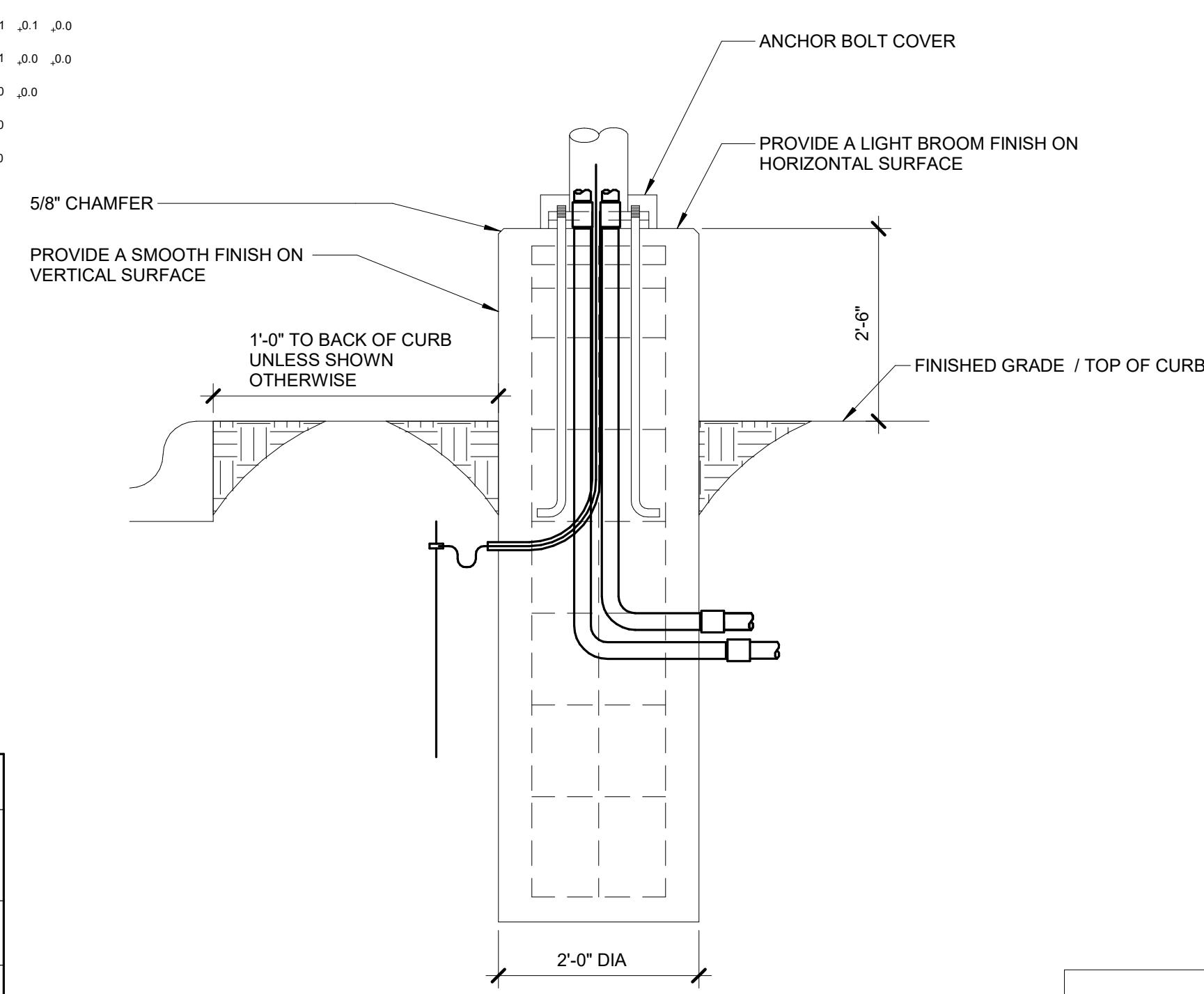
3220 SYENE RD #102 | MADISON WI 53713

Findorff

L100

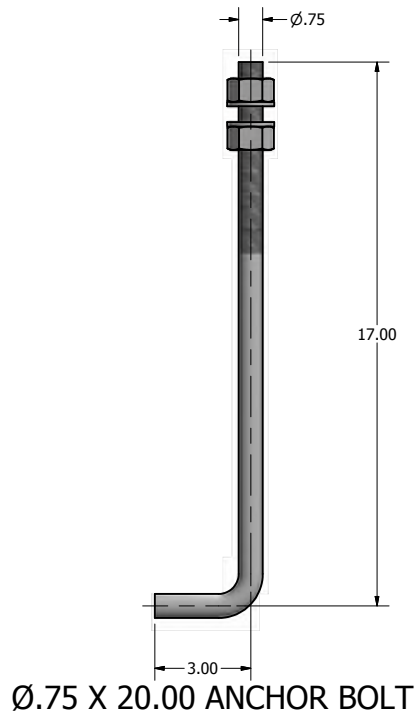
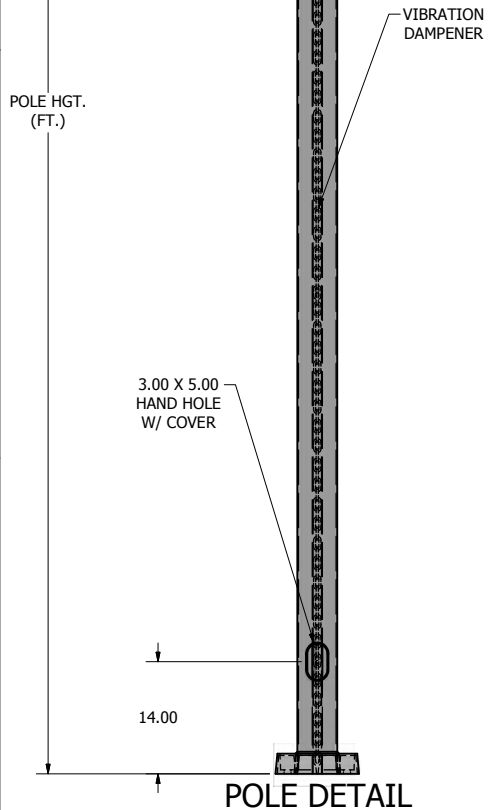
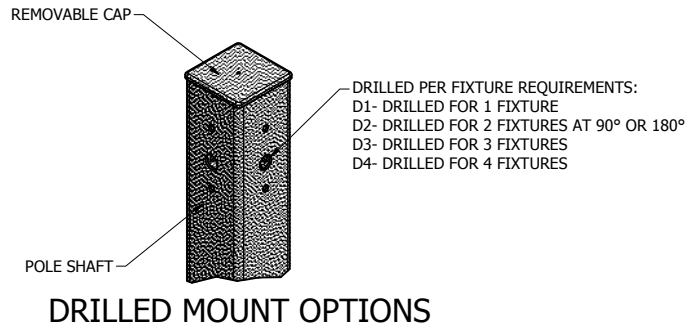
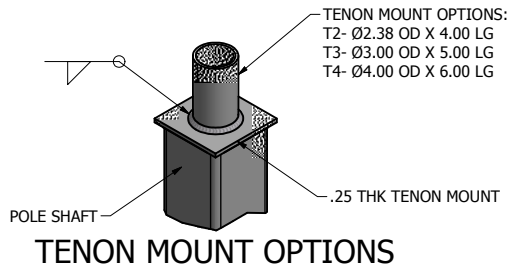
LANDSCAPE PLAN





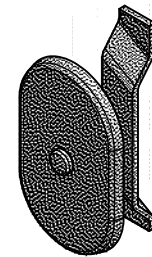
| ITEM | DESCRIPTION                                                                                                                                                               | L/L | MTG | DIMENSIONS |       |        |      | WATT      |     | LED  |     |                        | DRIVER |       | MANUFACTURER AND MODEL |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|------------|-------|--------|------|-----------|-----|------|-----|------------------------|--------|-------|------------------------|
|      |                                                                                                                                                                           |     |     | L          | W     | H      | DIA. | ANSI WATT | PER | TYPE | QTY | DELIVERED LUMENS (MIN) | VOLTS  | TYPE  |                        |
| FS4  | SITE LIGHT, CAST ALUMINUM HOUSING, TYPE IV DISTRIBUTION WITH BACKLIGHT SHIELD, WET LOCATION, 5" SQUARE x 25" STRAIGHT ALUMINUM POLE, BLACK FINISH, CLASS 1 DIMMING DRIVER | N   | PL  | 2'-3 1/2"  | 1'-7" | 4"     |      | 110 W     | FIX | LED  | 1   | 9291 LUMENS            | 120 V  | 0-10V | CREE ARE-EDG-DA        |
| FS5  | SITE LIGHT, CAST ALUMINUM HOUSING, TYPE V DISTRIBUTION, WET LOCATION, 5" SQUARE x 25" STRAIGHT ALUMINUM POLE, BLACK FINISH, CLASS 1 DIMMING DRIVER                        | N   | PL  | 2'-3 1/2"  | 1'-7" | 4"     |      | 110 W     | FIX | LED  | 1   | 12975 LUMENS           | 120 V  | 0-10V | CREE ARE-EDG-DA        |
| FS9  | BOLLARD, ROUND ALUMINUM HOUSING AND POST, POLYCARBONATE LENS, 90 DEGREE DISTRIBUTION, BLACK FINISH, WET LOCATION, INTERNAL LEVELING ADJUSTMENT, RETROFIT ADAPTER          | O   | PL  |            | 2'-6" | 5 1/2" |      | 12 W      | FIX | LED  | 1   | 1527 LUMENS            | 120 V  | 0-10V | RAB LIGHTING BLEDR     |
| FS11 | EXTERIOR LINEAR, DIRECT CONTINUOUS, ALUMINUM HOUSING, FLUSH IMPACT RESISTANT FROSTED ACRYLIC LENS, WET LOCATION, SEMI-MATTE BLACK FINISH.                                 | O   | CLY | 12'-0"     | 2"    | 1"     |      | 12 W      | FT  | LED  | 1   | 809 LUMENS             | 120 V  | 0-10V | SELUX W60              |



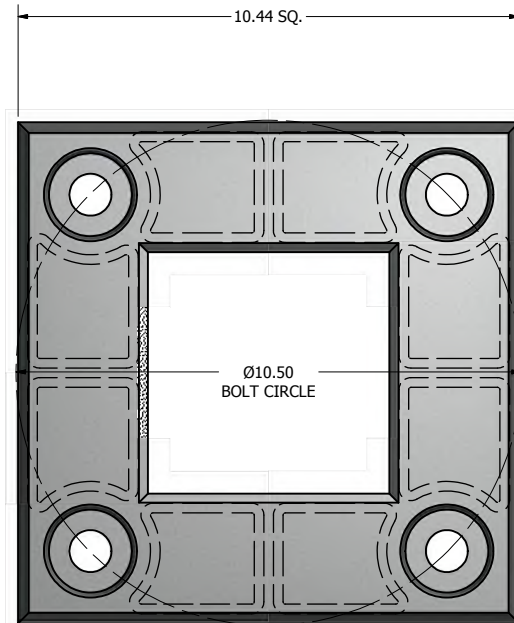


| POLE SPECIFICATIONS                                                  |                       |                          |                   |                  |
|----------------------------------------------------------------------|-----------------------|--------------------------|-------------------|------------------|
| NO.                                                                  | COMPONENT             |                          | MAT'L DESIGNATION |                  |
| 1.                                                                   | POLE SHAFT            |                          | 6063-T6           |                  |
| 2.                                                                   | BASE PLATE            |                          | A356-T6           |                  |
| 3.                                                                   | ANCHOR BOLTS          |                          | F1554 GR. 55      |                  |
| 4.                                                                   | GALVANIZED HARDWARE   |                          | A153              |                  |
| FINISH SPECIFICATIONS                                                |                       |                          |                   |                  |
| POLES SHALL HAVE A POLYESTER POWDER COAT FINISH IN A STANDARD COLOR. |                       |                          |                   |                  |
| POLE DIMENSIONS                                                      |                       |                          |                   |                  |
| POLE HGT (FT.)                                                       | TOP SQ. SIZE (IN.)    | BOT. SQ. SIZE (IN.)      | GAGE              | MTG. HGT. (FT.)  |
| 25'                                                                  | 5.00                  | 5.00                     | .188              | 25'              |
| BASE PLATE DIMENSIONS                                                |                       |                          |                   |                  |
| BOLT CIRCLE (IN.)                                                    | BASE PLATE DIM. (IN.) |                          | BOLT HOLE (IN.)   | PLATE THK. (IN.) |
| 10.50                                                                | 10.44 SQ              |                          | .88               | .75              |
| ANCHOR BOLT DIMENSIONS                                               |                       |                          |                   |                  |
| ANCHOR BOLT DIA. (IN.)                                               |                       | ANCHOR BOLT LENGTH (IN.) |                   |                  |
| .75                                                                  |                       | 20.00                    |                   |                  |
| ALLOWABLE WIND LOADING (SQ. FT.)                                     |                       |                          |                   |                  |
| WIND*                                                                | 80 MPH                | 90 MPH                   | 100 MPH           | 120 MPH          |
| EPA                                                                  | 7.3                   | 5.1                      | 3.3               | 1.0              |

\*WITH 1.3 GUST FACTOR



**3.00 X 5.00 HAND HOLE COVER**



**10.44 X 10.44 X 2.50 THK BASE CASTING**

SOME GEOGRAPHICAL AREAS HAVE SPECIAL WIND CONDITIONS THAT CAN CREATE WIND INDUCED VIBRATIONS CAUSING A FATIGUE PROBLEM. NO METHOD HAS YET BEEN FOUND FOR PREVENTING DESTRUCTIVE LIGHTNING. POLE FABRICATORS ARE NOT RESPONSIBLE FOR THESE CONDITIONS AND ARE THE RESPONSIBILITY OF A LOCAL SITE ENGINEER.

TITLE:

CATALOG:

DWG NO: CPA-1-5018-25-VD

SIZE: C

SHEET 1 OF 1

23171 Groesbeck Hwy.  
 Warren, MI 48089  
 P: (586) 774-6105 | F: (586) 774-5706  
 www.generalstructuresinc.com

**GENERAL STRUCTURES INC.**  
 A FIRM COMPANY

DRAWN: M. HARVALA

CHECKED: 2/18/2015

REVISION: DATE:

APPROVED: QUOTE:

S.O.# REF:

SCALE: NONE

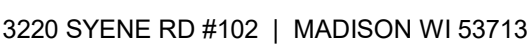
180°

270°

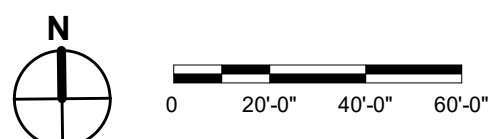
0°

90°

HANDHOLE

[illegible]

SITE PLAN











## MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: October 7, 2024

**RE: Exception to Parking Requirements – Ear, Nose & Throat Clinic**

-----

**Background:** For the last few weeks, City and County staff have been working with the applicant in reviewing plans for a new ear, nose and throat clinic immediately west of Nicolet National Bank. Proposed site improvements include an 11,030 square foot building situated towards the rear of the property, with parking and stormwater management controls located closer towards Vern Holmes Drive.

While the proposed land use is permitted by right within the "M-1" Light Industrial District, the zoning designation of the subject property, this site plan review relates to the number of on-site parking spaces that are provided. In calculating the number of parking spaces required per the Zoning Ordinance's parking ratios, along with applying applicable deductions (e.g., a 15% reduction of required parking spaces if the site is within a ¼-mile of a bus stop), the minimum number of parking spaces required is 32. Approximately 54 parking spaces are proposed as part of a first-phase development, while an additional nine spaces would be provided as part of a future building addition. While the City's Zoning Ordinance permits development to exceed the minimum number of parking spaces that are required, it must not provide more than 150% of what is required unless otherwise approved by the Plan Commission and Common Council.

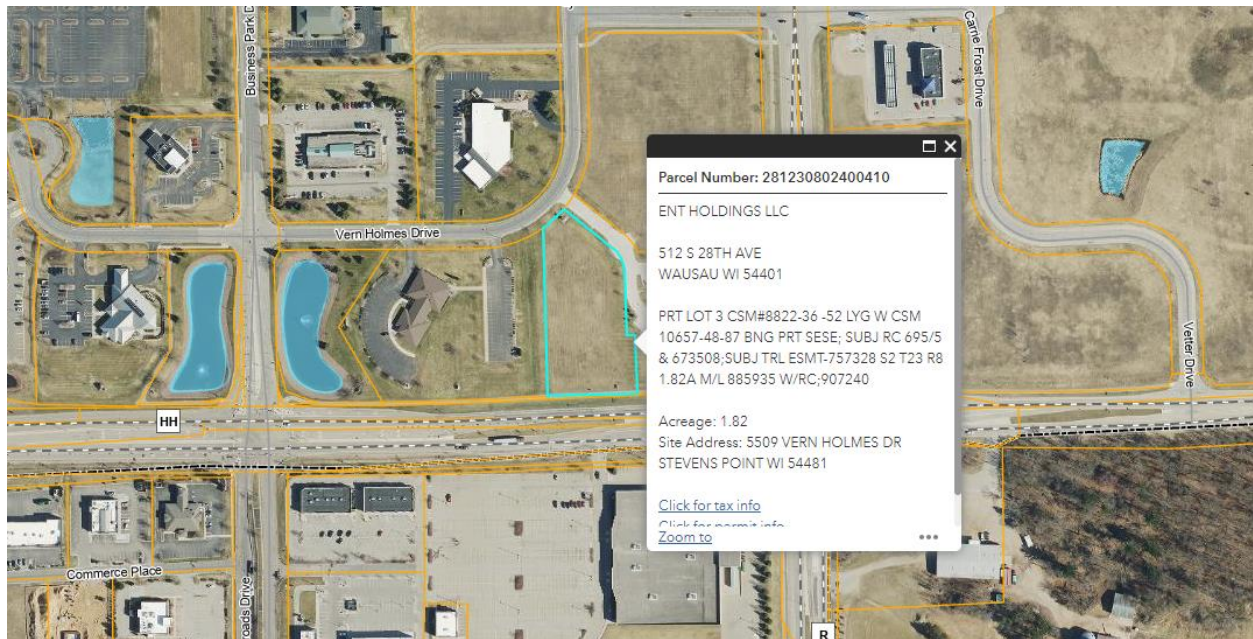
According to the applicant, the development team is requesting to construct all 63 parking spaces (encompassing both Phase I and Phase II construction) as part of the Phase I build-out of the building. Please note that the proposed stormwater ponds would be designed accordingly to handle the additional impervious surfacing. Similarly, the additional parking spaces would comply with applicable provisions of the Portage County Business Park's Deed Restrictions and Protective Covenants.

---

*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.*

While the City's Zoning Ordinance does not apply specific review standards for parking exceptions, please note that this is not the first request under a similar situation. In 2022, GI & Associates obtained an exception to the City's parking lot standards to provide more than 150% of parking spaces than what is required. The justification behind that request was to create all parking spaces as part of a planned building addition in the near future.

**Staff Recommendation:** City staff have reviewed the request and would recommend **APPROVAL** as presented. Please note that this site plan review request applies solely to allowing more than 150% of parking spaces – other site features provided on the plan submittal have been reviewed and approved with conditions placed on it.







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](mailto:communitydevelopment@stevenspoint.com)  
<http://stevenspoint.com>

## APPLICATION FOR A SITE PLAN REVIEW

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

### ADMINISTRATIVE SUMMARY (Staff Use Only)

|                                  |  |                |  |                       |                          |                 |                          |
|----------------------------------|--|----------------|--|-----------------------|--------------------------|-----------------|--------------------------|
| Application #                    |  | Date Submitted |  | Fee Required          |                          | Fee Paid        |                          |
| Associated Applications (if any) |  |                |  | Assigned Case Manager |                          |                 |                          |
| Pre-Application Conference Date  |  |                |  | Minor Site Plan       | <input type="checkbox"/> | Major Site Plan | <input type="checkbox"/> |

### APPLICANT/CONTACT INFORMATION

| APPLICANT INFORMATION |                            | CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> ) |  |
|-----------------------|----------------------------|-------------------------------------------------------------------------------|--|
| Applicant Name        | Brian Sharon               | Contact Name                                                                  |  |
| Address               | 2100 Stewart Ave Suite 300 | Address                                                                       |  |
| City, State, Zip      | Wausau, WI, 54401          | City, State, Zip                                                              |  |
| Telephone             | 715-348-1383               | Telephone                                                                     |  |
| Fax                   |                            | Fax                                                                           |  |
| Email                 | brians@ghidorzi.com        | Email                                                                         |  |

### OWNERSHIP INFORMATION

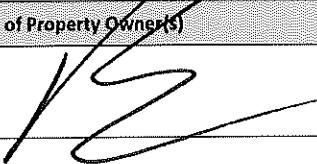
| PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> ) |                                    | PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed) |  |
|---------------------------------------------------------------------------------------|------------------------------------|----------------------------------------------------|--|
| Owner's Name                                                                          | David Edmondson - ENT Holdings LLC | Owner's Name                                       |  |
| Address                                                                               | 512 S 28th Ave                     | Address                                            |  |
| City, State, Zip                                                                      | Wausau, WI, 54401                  | City, State, Zip                                   |  |
| Telephone                                                                             | 715-347-2021                       | Telephone                                          |  |
| Fax                                                                                   |                                    | Fax                                                |  |
| Email                                                                                 | dedmondson@entwausau.com           | Email                                              |  |

### PROJECT SUMMARY

|                                                                                                                                                  |          |          |
|--------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
| Subject Property Location [Please include Address and Assessor's Identification Number(s)]                                                       |          |          |
| Parcel 1                                                                                                                                         | Parcel 2 | Parcel 3 |
| 281230802400410                                                                                                                                  |          |          |
| Legal Description of Subject Property                                                                                                            |          |          |
| PRT LOT 3 CSM#8822-36 -52 LYG W CSM 10657-48-87 BNG PRT SESE; SUBJ RC 695/5 & 673508;SUBJ TRL ESMT-757328 S2 T23 R8 1.82A M/L 885935 W/RC;907240 |          |          |
| Area of Subject Property (Acres/Sq Ft)                                                                                                           |          |          |
| 1.824/79,461                                                                                                                                     |          |          |
| Current Zoning District(s)                                                                                                                       |          |          |
| M1                                                                                                                                               |          |          |

|                                                                                                                                                                                                                                 |                         |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------|
| Designated Future Land Use Category                                                                                                                                                                                             | Current Use of Property | Proposed Use of Property |
|                                                                                                                                                                                                                                 | Vacant                  | Clinic/Office            |
| Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)                                                                |                         |                          |
| <p>New 10,773 SF medical office. Scheduled to begin construction in September of 2024 and to complete construction July of 2025. Access to new facility will be per existing curb cut off of Nicolet National Bank's drive.</p> |                         |                          |
| Current Zoning Surrounding Subject Property                                                                                                                                                                                     |                         |                          |
| North:                                                                                                                                                                                                                          | M1                      | South:                   |
| East:                                                                                                                                                                                                                           | M1                      | West:                    |
| Current Land Use Surrounding Subject Property                                                                                                                                                                                   |                         |                          |
| North:                                                                                                                                                                                                                          | Office                  | South:                   |
| East:                                                                                                                                                                                                                           | Financial               | West:                    |

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

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |                                                                                      |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------|---------|
| 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    |
|                                                                                                                                                                                                                                                                                                                                                                                                 | 9/11/2024 |  | 9/11/24 |

## Adam Kuhn

---

**From:** Danielle Moon <daniellem@ghidorzi.com>  
**Sent:** Wednesday, September 18, 2024 1:27 PM  
**To:** District 6  
**Cc:** Brian Sharon; Adam Kuhn  
**Subject:** Development Review - New Clinic

Good Afternoon, Dale,

I'm reaching out today in regard to some additional parking we are requesting at the new ENT & Allergy Associates clinic in Stevens Point. ENT & Allergy has three primary groups of patients they treat at their clinic: ENT (Ear, Nose, & Throat), Allergy, and Audio. Allergy sees the largest influx of patients throughout a typical day. Patients arrive, receive their panel of shots, and are then required to be monitored in the waiting room in case of a serious reaction. There tends to be more people in their waiting room than in exam rooms throughout the day. This is part of the reason we are concerned about the amount of parking they need.

The parking lot that is currently shown and submitted (54 parks) is the maximum amount of parking allowable per the zoning code. ENT & Allergy is a continuously growing business with probability for future expansion. That being said, you will see a half-toned phase 2 construction (1,063 SF Addition) noted on our plans. This Phase 2 would likely include potential exam rooms/office spaces pending their needs. Along with this, the north end of the lot provides space for 9 additional parking stalls. We did account for the extra building square footage and pavement area as we calculated our green space requirements. Adding these 9 stalls would still keep us within <150% allowed per zoning with the expansion included on our overall square footage.

With both reasons above in mind, we are requesting permission to provide 9 additional stalls as part of phase 1 to handle their anticipated future growth and current patient needs. We would be happy to address any other questions or concerns you may have.

Kindest Regards,

**Danielle Moon | Architectural Designer – BIM Technician**  
Ghidorzi Companies  
2100 Stewart Avenue, Suite 300  
Wausau, WI 54401

715.348.1379 **Office**  
715.573.5861 **Mobile**  
715.845.8896 **Fax**





ABBREVIATIONS

|       |                         |        |                          |         |                         |        |                            |
|-------|-------------------------|--------|--------------------------|---------|-------------------------|--------|----------------------------|
| AB    | ANCHOR BOLT             | EWC    | ELECTRIC WATER COOLER    | MATL    | MATERIAL                | SD     | SOAP DISPENSER             |
| AC    | AIR CONDITIONING        | EX     | EXPOSED                  | MAX     | MAXIMUM                 | SECT   | SECTION                    |
| ACT   | ACOUSTICAL CEILING TILE | EXIST  | EXISTING                 | MECH    | MECHANICAL              | SF     | SQUARE FEET                |
| AFF   | ABOVE FINISH FLOOR      | EXP    | EXPANSION                | MET     | METAL                   | SHT    | SHEET                      |
| ALT   | ALTERNATE               | EXT    | EXTERIOR                 | MFR     | MANUFACTURER            | SIM    | SIMILAR                    |
| ALUM  | ALUMINUM                | FAB    | FABRICATE                | MH      | MANHOLE                 | SLNT   | SEALANT                    |
| ANCH  | ANCHOR                  | FD     | FLOOR DRAIN              | MIN     | MINUTE                  | SND    | SANITARY NAPKIN DISPENSER  |
| ARCH  | ARCHITECTURAL           | FDN    | FOUNDATION               | MISC    | MISCELLANEOUS           | SNR    | SANITARY NAPKIN RECEPTACLE |
|       |                         | FE     | FIRE EXTINGUISHER        | MO      | MASONRY OPENING         | SQ     | SQUARE                     |
| BD    | BOARD                   | FFE    | FINISHED FLOOR ELEVATION | NA      | NOT APPLICABLE          | SS     | SERVICE SINK               |
| BET   | BETWEEN                 | FH     | FULL HEIGHT              | NIC     | NOT IN CONTRACT         | STL    | STEEL                      |
| BLDG  | BUILDING                | FIN    | FINISH                   | NO      | NUMBER                  | STND   | STANDARD                   |
| BLKG  | BLOCKING                | FR     | FRAME                    | NTS     | NOT TO SCALE            | STRUC  | STRUCTURAL                 |
| BM    | BEAM                    | FT     | FOOT/FEET                | OC      | ON CENTER               | SUSP   | SUSPENDED                  |
| BOTT  | BOTTOM                  | FTG    | FOOTING                  | OH      | OVERHEAD                | SYST   | SYSTEM                     |
| BRG   | BEARING                 | FURR   | FURRING                  | OPNG    | OPENING                 |        |                            |
| BSMT  | BASEMENT                | FUT    | FUTURE                   | OPP     | OPPOSITE                | TB     | TOWEL BAR                  |
| BTU   | BRITISH THERMAL UNIT    |        |                          |         |                         | TD     | TOWEL DISPENSER            |
|       |                         | GA     | GAUGE                    | PART    | PARTITION               | TELE   | TELEPHONE                  |
| CFM   | CUBIC FEET PER MINUTE   | GALV   | GALVANIZED               | PART BD | PARTICLE BOARD          | TEMP   | TEMPERATURE                |
| CHAN  | CHANNEL                 | GB     | GRAB BAR                 | PL      | PLATE                   | TFE    | TOP OF FOOTING ELEVATION   |
| CJ    | CONTROL JOINT           | GC     | GENERAL CONTRACTOR       | PLAM    | PLASTIC LAMINATE        | THRESH | THRESHOLD                  |
| CLG   | CEILING                 | GFI    | GROUND FAULT INTERRUPT   | PLF     | POUNDS PER LINEAL FOOT  | TO     | TOP OF                     |
| CMU   | CONCRETE MASONRY UNIT   | GL     | GLAZING                  | PLM     | PLUMBING                | TPH    | TOILET PAPER HOLDER        |
| CO    | CLEANOUT                | GPM    | GALLONS PER MINUTE       | PLYWD   | PLYWOOD                 | TRNF   | TRANSFORMER                |
| COL   | COLUMN                  | GR     | GRADE                    | PP      | POWER POLE              | TV     | TELEVISION                 |
| CONC  | CONCRETE                | GYP BR | GYPSON BOARD             | PR      | PAIR                    | TYP    | TYPICAL                    |
| CONST | CONSTRUCTION            | HB     | HOSE BIB                 | PRV     | POWER ROOF VENTILATOR   | UNO    | UNLESS NOTED OTHERWISE     |
| CONT  | CONTINUOUS              | HC     | HOLLOW CORE              | PSF     | POUNDS PER SQUARE FOOT  | UR     | URNAL                      |
| CPT   | CARPET                  | HDBD   | HARDBOARD                | PSI     | POUNDS PER SQUARE INCH  | UTIL   | UTILITY                    |
| CT    | CERAMIC TILE            | HDWD   | HARDWOOD                 | PT      | PAINT                   |        |                            |
| CTR   | CENTER                  | HDWR   | HARDWARE                 | PTS     | PLYWOOD THIS SIDE       | V      | VINYL                      |
| CW    | COLD WATER              | HMT    | HOLLOW METAL             | PVC     | PLYVINYL CHLORIDE       | VB     | VAPOR BARRIER              |
|       |                         | HORI   | HORIZONTAL               | QT      | QUARRY TILE             | VCT    | VINYL COMPOSITION TILE     |
| DEMO  | DEMOLITION              | HR     | HOUR                     | QTY     | QUANTITY                | VER    | VERIFY                     |
| DEPT  | DEPARTMENT              | HT     | HEIGHT                   |         |                         | VERT   | VERTICAL                   |
| DIA   | DIAMETER                | HVAC   | HEATING VENTILATING      |         |                         | VVC    | VINYL WALL COVERING        |
| DIM   | DIMENSION               | HW     | HOT WATER                | R       | RADIUS, RISER           | W/     | WITH                       |
| DISP  | DISPENSER               | HYD    | HYDRANT                  | RA      | RETURN AIR              | W/O    | WITHOUT                    |
| DIV   | DIVISION                |        |                          | RD      | ROOF DRAIN              | WC     | WATER CLOSET               |
| DN    | DOWN                    | ID     | INSIDE DIAMETER          | REF     | REFERENCE, REFRIGERATOR | WD     | WOOD                       |
| DO    | DITTO                   | IN     | INCH                     | REG     | REGISTER                | WDW    | WINDOW                     |
| DR    | DOOR                    | INSUL  | INSULATION               | RENF    | REINFORCING             | WP     | WATERPROOF                 |
| DTL   | DETAIL                  | INT    | INTERIOR                 | REQ     | REQUIRED                | WR     | WASTE RECEPTACLE           |
| EA    | EACH                    |        |                          | RET     | RETURN                  | WSCOT  | WAINSCOT                   |
| EIFS  | EXTERIOR INSULATION     | JAN    | JANITOR                  | REV     | REVERSE                 | WT     | WEIGHT                     |
| ELEC  | ELECTRIC                | JST    | JOIST                    | RM      | ROOM                    | WWM    | WELDED WIRE MESH           |
| ELEV  | ELEVATION               | JT     | JOINT                    | RO      | ROUGH OPENING           | YD     | YARD                       |
| EQ    | EQUAL                   |        |                          | ROW     | RIGHT-OF-WAY            |        |                            |
| EQUIP | EQUIPMENT               | LAV    | LAVATORY                 | RTU     | ROOF TOP UNIT           |        |                            |
| EW    | EACH WAY                | LB     | POUND                    | RWL     | RAIN WATER LEADER       |        |                            |
|       |                         | LOC    | LOCATION                 |         |                         |        |                            |

SYMBOL LEGEND

|             |                          |                |            |                                  |  |
|-------------|--------------------------|----------------|------------|----------------------------------|--|
| CALLOUTS    |                          | TAGS           |            | GRAPHICS                         |  |
| VIEW NUMBER | VIEW NAME                | VIEW REFERENCE | VIEW SCALE | NORTH ARROW                      |  |
| 19          | 1/2" = 1'-0" REF: 1/A100 |                |            | DIMENSION REFERENCES             |  |
| Level       | 0'-0"                    |                |            | TO OBJECT CENTER                 |  |
| SIM         | 00 A0.0                  |                |            | TO OBJECT FACE OR OTHER GEOMETRY |  |
| SIM         | 00 A0.0                  |                |            | CONSTRUCTION PHASES              |  |
| SIM         | 00 A000                  |                |            | GRID AND GRID IDENTIFICATION     |  |
| 2           | A000                     |                |            | NEW                              |  |
| 4           | A000                     |                |            | EXISTING                         |  |
| 000 A000    |                          |                |            | 1 2                              |  |
| 000 A000    |                          |                |            | 1 2                              |  |

PROJECT LOCATION



JOHN JOANIS DRIVE LLC

JOHN JOANIS DR  
STEVENS POINT, WI 54482

7.30.24

CONSTRUCTION SET



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| G001    | CODE SHEET          |
| G002    | GENERAL INFORMATION |

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DESIGN | BUILD | DEVELOP

2100 STEWART AVENUE WAUSAU, WI 54401

PHONE: (715)845-7282 FAX: (715)845-8896

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| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

JOHN JOANIS  
DRIVE LLC

JOHN JOANIS DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

DRAWING SCALE: 12" = 1'-0"  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

TITLE SHEET

G000

PROJECT TEAM

CIVIL

REI

4085 N. 20th Avenue  
WAUSAU, WI 54401  
(715) 675-9784  
www.REIengineering.com

CONTACT  
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STRUCTURAL  
RASMITH

16745 West Bluemound Road  
BROOKFIELD, WI 53005-5938  
(262) 317-3334  
www.rasmith.com

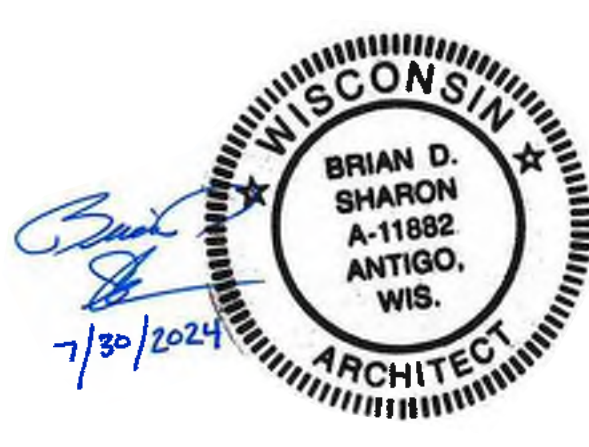
CONTACT  
DIRECT PHONE: Steve Roloff, P.E.  
(262) 317-3334  
EMAIL ADDRESS: steve.roloff@rasmith.com

CERTIFICATION



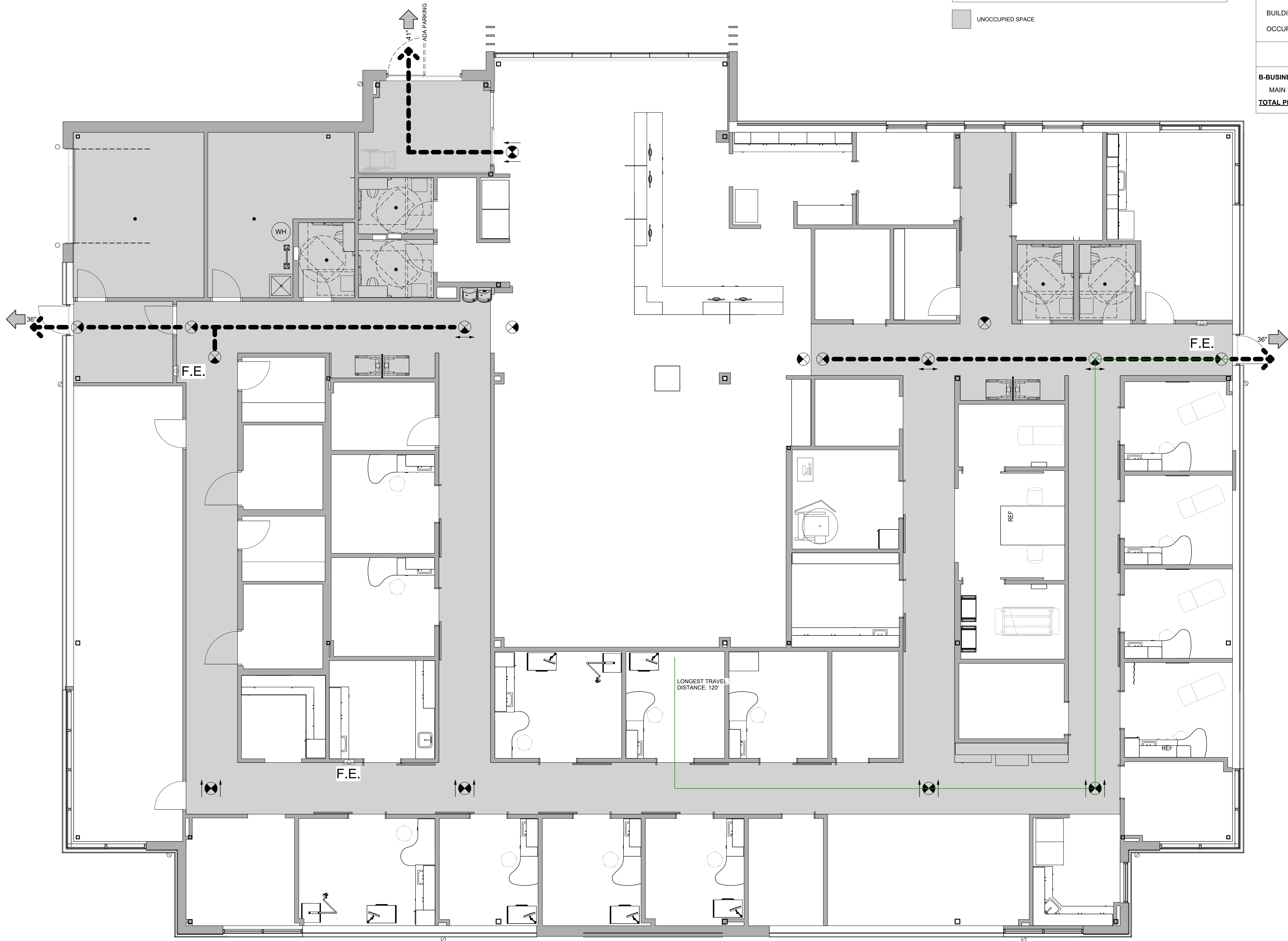
Engineer of Record:  
Brian D. Sharon  
Structural Sections

CERTIFICATION



Architect of Record:  
Brian D. Sharon  
Architectural and Civil Sections





| PLUMBING FIXTURE REQUIREMENTS  |     |     |      |       |      |                    |               |
|--------------------------------|-----|-----|------|-------|------|--------------------|---------------|
| IBC - TABLE 2902.1             |     |     |      |       |      |                    |               |
|                                | MEN |     |      | WOMEN |      | DRINKING FOUNTAINS | SERVICE SINKS |
|                                | WC. | UR. | LAV. | WC.   | LAV. |                    |               |
| ACTUAL                         | 2   | 0   | 2    | 2     | 2    | 1                  | 1             |
| REQUIRED                       | 2   | 1   | 2    | 2     | 1    | 1                  | 1             |
| OCCUPANCY USE TYPE = B         |     |     |      |       |      |                    |               |
| TOTAL OCCUPANCY = 78 OCCUPANTS |     |     |      |       |      |                    |               |

UNOCCUPIED SPACE

| APPLICABLE CODES             |                                  |
|------------------------------|----------------------------------|
| BUILDING AND ACCESSIBILITY   | 2015 INTERNATIONAL BUILDING CODE |
| BUILDING DATA                |                                  |
| CONSTRUCTION TYPE:           | TYPE: IIB                        |
| BUILDING USE GROUP:          | NON-SPRINKLERED                  |
| OCCUPANCY:                   | BUSINESS (B)                     |
| AREA                         |                                  |
| B-BUSINESS OCCUPANCY:        | ACTUAL ALLOWABLE PER SECTION     |
| MAIN LEVEL B-BUSINESS AREA:  | 10,773 SF 506                    |
| TOTAL PROJECT BUILDING AREA: | 10,773 SF 23,000 SF              |

GHIDORZI

DESIGN | BUILD | DEVELOP

2100 STEWART AVENUE WAUSAU, WI 54401  
PHONE: (715)845-7282 FAX: (715)845-8896

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| CODE SHEET KEY |                            |
|----------------|----------------------------|
|                | ACCESSIBLE ROUTE           |
|                | MEANS OF EGRESS            |
|                | RECESSED FIRE EXTINGUISHER |
|                | EXIT SIGN                  |
|                | LONGEST TRAVEL DISTANCE    |

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

JOHN JOANIS DRIVE LLC

JOHN JOANIS DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

DRAWING SCALE: As indicated  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

CODE SHEET

G001



|                                                                                                       |                                                                                        |
|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <p><b>Unobstructed Side Reach</b><br/>ANSI: Figure 308.3.1<br/>ADAAG: Figure 6 (" = 9" &amp; 54")</p> | <p><b>Unobstructed Forward Reach</b><br/>ANSI: Figure 308.3.1<br/>ADAAG: Figure 5a</p> |
| <p><b>Obstructed High Forward Reach</b><br/>ANSI: Figure 308.3.2<br/>ADAAG: Figure 5b</p>             | <p><b>Obstructed High Side Reach</b><br/>ANSI: Figure 308.3.2<br/>ADAAG: Figure 5c</p> |
| <p><b>Unobstructed High Reach: CHILDREN</b><br/>Forward &amp; Side<br/>ADAAG</p>                      |                                                                                        |
| <p><b>REACH RANGES : SIDE AND FORWARD APPROACH</b></p>                                                |                                                                                        |

|                                                                                                                                                                                                                                                                                                                                                                                                 |  |                                                                                                                                                                                                                            |                                                            |                                                                                                                                                                                                    |                                                                                                                                                       |                                                                                                                                            |                                                           |                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <p><b>DIMENSION NOTES</b></p> <ol style="list-style-type: none"><li>(1) 7" MIN - 9" MAX FROM FACE OF TOILET</li><li>(2) NON-ACCESSIBLE</li><li>(3) TOP OF SHELF</li><li>(4) TOP OF BAR OR PIN</li><li>(5) TOP OF WASTE OPENING</li><li>(6) TOP OF DISPENSER OPENING</li><li>(7) TOP OF HOOK</li><li>(8) TOP OF OPERABLE PART</li><li>(9) BOTTOM ROLL</li><li>(10) TOP OF CHANGING BED</li></ol> |  | <p><b>FE FIRE EXTINGUISHER</b><br/>PROTRUSION LIMITS: ADAAG &amp; ANSI</p>                                                                                                                                                 | <p><b>HD HAND DRYER</b><br/>HD01 - HD03<br/>HAND DRYER</p> | <p><b>MD MISCELLANEOUS DISPENSER</b><br/>MD01 - MD09<br/>FACIAL TISSUE DISPENSER<br/>MD10 - MD19<br/>SEAT COVER DISPENSER<br/>MD20 - MD24<br/>SOAP DISPENSER<br/>MD30 - MD39<br/>CUP DISPENSER</p> | <p><b>CH CHILDSEAT</b><br/>CH01 - CH19<br/>BABY CHANGING STATION<br/>CH20 - CH29<br/>CHILD PROTECTION SEAT<br/>CH30 - CH39<br/>VENDOR DIAPER PACK</p> | <p><b>VS VISUAL SURFACE</b><br/>VS00 - VS29<br/>COMBINATION VISUAL SURFACES</p>                                                            |                                                           |                                                                                                       |
| <p><b>TP TOILET PAPER DISPENSER</b><br/>TP01-02<br/>SINGLE ROLL DISPENSER<br/>TP10<br/>DOUBLE ROLL DISPENSER<br/>TP12<br/>DBL ROLL DISP (PARTITION)<br/>TP20<br/>MULTI ROLL DISP (SURFACE)<br/>TP30<br/>SINGL JUMBO DISP (SURFACE)<br/>TP31<br/>DBL JUMBO DISP (SURFACE)</p>                                                                                                                    |  | <p><b>WR WASTE RECEPTACLE</b><br/>WR00 - WR19<br/>WASTE RECEPTACLE (TALL &amp; SHORT)<br/>MS01<br/>RETRACTABLE CLOTHESLINE<br/>MS10-11<br/>ROBE HOOK<br/>MS20-21<br/>CLOTHES HOOK<br/>MS05<br/>CLOTHES HOOK AND BUMPER</p> |                                                            | <p><b>MS MISCELLANEOUS</b><br/>MS01<br/>RETRACTABLE CLOTHESLINE<br/>MS10-11<br/>ROBE HOOK<br/>MS20-21<br/>CLOTHES HOOK<br/>MS05<br/>CLOTHES HOOK AND BUMPER</p>                                    |                                                                                                                                                       | <p><b>PD PAPER TOWEL DISP</b><br/>PD01 - PD03<br/>PAPER TOWEL DISPENSER (FOLDED)<br/>PD10 - PD19<br/>PAPER TOWEL DISPENSER (ROLL)</p>      | <p><b>TB TACK BOARD</b><br/>TB00 - TB19<br/>TACKBOARD</p> |                                                                                                       |
| <p><b>MR MIRRORS</b><br/>MR01 - MR19<br/>MIRROR FRAMELESS<br/>MR20 - MR39<br/>MIRROR FRAME<br/>MS70 - MS79<br/>MIRROR WITH SHELF</p>                                                                                                                                                                                                                                                            |  | <p><b>ND NAPKIN DISP</b><br/>ND01 - ND04<br/>NAPKIN DISPOSAL</p>                                                                                                                                                           |                                                            | <p><b>VR VENDOR RECEPTACLE</b><br/>VR01 - VR03<br/>NAPKIN/TAMPON DISPENSER<br/>VR04 - VR06<br/>NAPKIN/TAMPON DISPENSER WASTE RECEPTACLE</p>                                                        |                                                                                                                                                       | <p><b>MB MARKER BOARD</b><br/>MB01 - MB49<br/>MARKER BOARDS ELECTRONIC</p>                                                                 |                                                           | <p><b>PS PROJ SCREEN</b><br/>PS00 - PS09<br/>PROJECTION SCREEN (WALL)</p>                             |
| <p><b>TW TOWEL</b><br/>TW00 - TW05<br/>TOWEL BAR<br/>TW10 - TW19<br/>TOWEL SHELF<br/>TW20 - TW29<br/>TOWEL SHELF WITH BAR<br/>TW30 - TW39<br/>TOWEL BAR WITH SOAP DISH<br/>TW40<br/>TOWEL PIN<br/>TW41<br/>TOWEL RING</p>                                                                                                                                                                       |  | <p><b>DR DISPENSER &amp; WASTE</b><br/>DR01 - DR19<br/>PAPER TOWEL DISPENSERS WITH WASTE (TALL &amp; SHORT)</p>                                                                                                            |                                                            | <p><b>SH SHOWER ACCESSORY</b><br/>SH01<br/>SHOWER CURTAIN ROD<br/>SH10<br/>SHOWER SEAT (L-SHAPE)<br/>SH11<br/>SHOWER SEAT (RECTANGLE)</p>                                                          |                                                                                                                                                       | <p><b>PB PRIVATE BATH</b><br/>PB00 - PB09<br/>MEDICINE CABINET<br/>PB10-PB19<br/>TOOTHBRUSH TUMBLER HOLDER<br/>PB20-PB29<br/>SOAP DISH</p> |                                                           | <p><b>CS CUSTODIAL</b><br/>CS00 - CS09<br/>MOP AND BROOM HOLDER<br/>CS10 - CS29<br/>UTILITY SHELF</p> |

|                                                                                                                                                                                                 |                                                                                                                                                                                                                       |                                                                                                                                                        |                                                                                                                                                                               |                                                            |                                                    |                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------|-----------------------------------------------|
| <p><b>PLAN</b><br/>"18" MIN OR 6" BEYOND LIP WHICHEVER IS GREATER</p> <p><b>FRONT ELEVATION</b><br/>WALL MOUNT ADAAG &amp; ANSI</p> <p><b>FRONT ELEVATION</b><br/>WALL MOUNT NON-ACCESSIBLE</p> | <p><b>PLAN</b><br/>FREE-STANDING ADAAG &amp; ANSI</p> <p><b>PLAN</b><br/>BUILT-IN ADAAG &amp; ANSI</p> <p><b>PLAN</b><br/>RECESSED ADAAG &amp; ANSI</p> <p><b>SIDE ELEVATION</b><br/>FREE-STANDING NON-ACCESSIBLE</p> | <p><b>PLAN</b><br/>WALL MOUNT ADAAG ONLY</p> <p><b>SIDE ELEVATION</b><br/>ADAAG ONLY</p> <p><b>SIDE ELEVATION</b><br/>FREE-STANDING NON-ACCESSIBLE</p> | <p><b>SIDE ELEVATION</b><br/>WALL MOUNT ADAAG &amp; ANSI</p> <p><b>FRONT ELEVATION</b><br/>WALL MOUNT ADAAG &amp; ANSI</p> <p><b>PLAN</b><br/>WALL MOUNT ADAAG &amp; ANSI</p> | <p><b>SIDE ELEVATION</b><br/>WALL MOUNT NON-ACCESSIBLE</p> | <p><b>SIDE ELEVATIONS</b><br/>ADAAG &amp; ANSI</p> | <p><b>KNEE &amp; TOE CLEARANCES (NTS)</b></p> |
| <p><b>URINALS &amp; PARTITIONS</b></p>                                                                                                                                                          | <p><b>DRINKING FOUNTAINS</b></p>                                                                                                                                                                                      | <p><b>LAVATORIES</b></p>                                                                                                                               | <p><b>TOILETS &amp; GRAB BARS</b></p>                                                                                                                                         | <p><b>TOILETS</b></p>                                      | <p><b>TP DISPENSERS</b></p>                        | <p><b>KNEE &amp; TOE CLEARANCES (NTS)</b></p> |

(1) CLEAR INSIDE DIMENSION  
(2) CLEAR OPENING @ FACE OF SHOWER  
(3) THRESHOLD 1/2" HIGH MAXIMUM  
(4) CLEAR FLOOR AREA

PLAN

BACK WALL ELEVATION

SIDE WALL ELEVATION

CONTROL WALL ELEVATION

STANDARD ROLL-IN SHOWER WITH SEAT

(1) CLEAR INSIDE DIMENSION  
(2) CLEAR OPENING @ FACE OF SHOWER  
(3) THRESHOLD 1/2" HIGH MAXIMUM  
(4) CLEAR FLOOR AREA

PLAN

BACK WALL ELEVATION

SIDE WALL ELEVATION

CONTROL WALL ELEVATION

STANDARD ROLL-IN SHOWER NO SEAT

(1) CLEAR INSIDE DIMENSION  
(2) CLEAR OPENING @ FACE OF SHOWER  
(3) THRESHOLD 1/2" HIGH MAXIMUM  
(4) CLEAR FLOOR AREA

PLAN

BACK WALL ELEVATION

SIDE WALL ELEVATION

CONTROL WALL ELEVATION

TRANSFER SHOWER WITH SEAT



DRAWING FILE: Q:\11500-11599\11560 - ENT - (STEVENS POINT)\DRAWING\PLANS\11560-C001-TITLE.DWG LAYOUT: C001  
PLOTTED: SEP 13, 2024 - 10:06AM PLOTTED BY: NATHANP

INDEX OF SHEETS

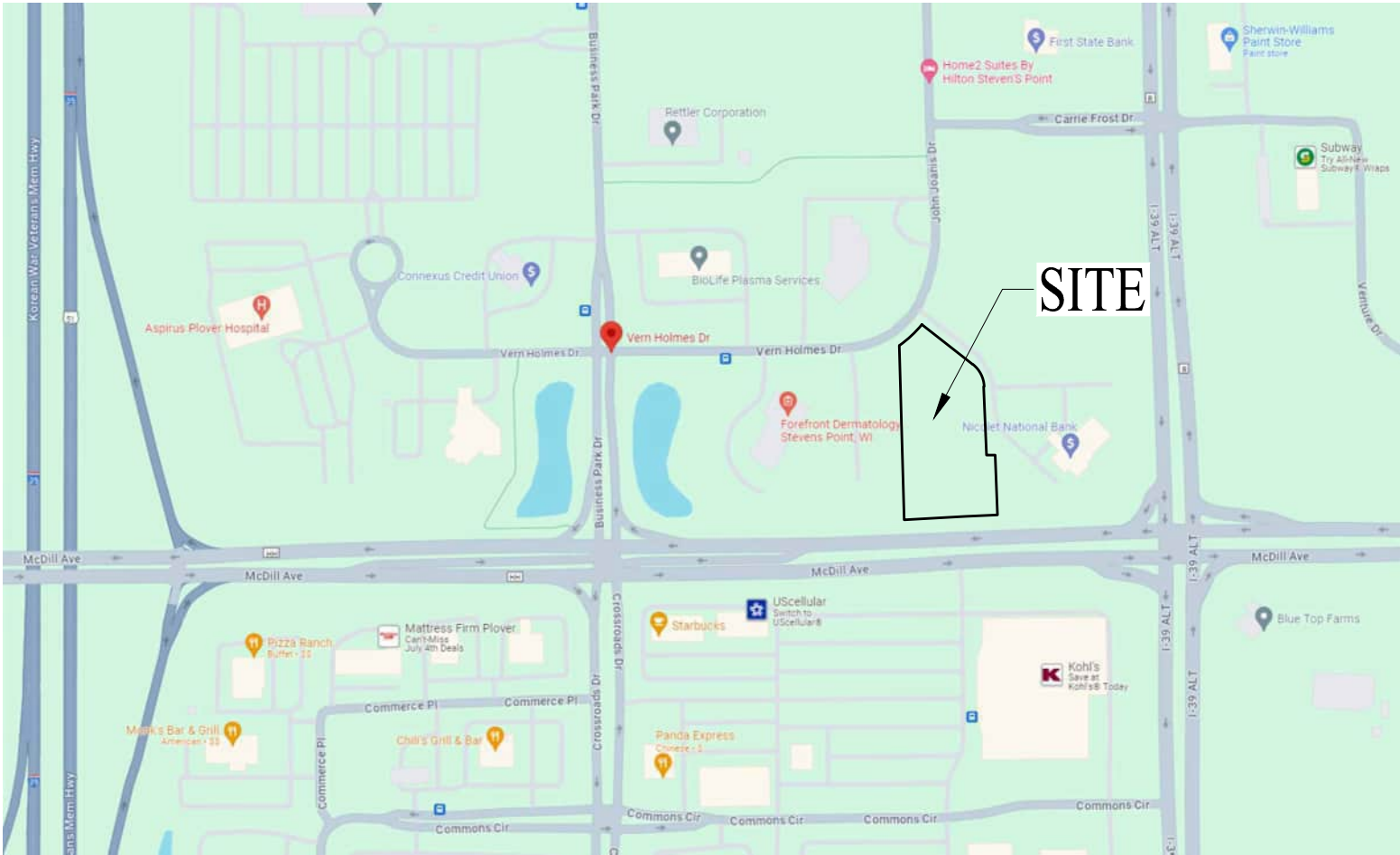
|            |                                |
|------------|--------------------------------|
| SHEET C001 | TITLE SHEET                    |
| SHEET C010 | EXISTING SITE CONDITIONS       |
| SHEET C020 | OVERLAY SITE PLAN              |
| SHEET C030 | DEMO PLAN                      |
| SHEET C100 | SITE PLAN                      |
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| SHEET C800 | SITE DETAILS                   |
| SHEET C810 | EROSION CONTROL DETAILS        |
| SHEET C820 | UTILITY DETAILS                |
| SHEET C900 | SITE SPECIFICATIONS            |

TOTAL SHEETS = 15

LIST OF STANDARD ABBREVIATIONS

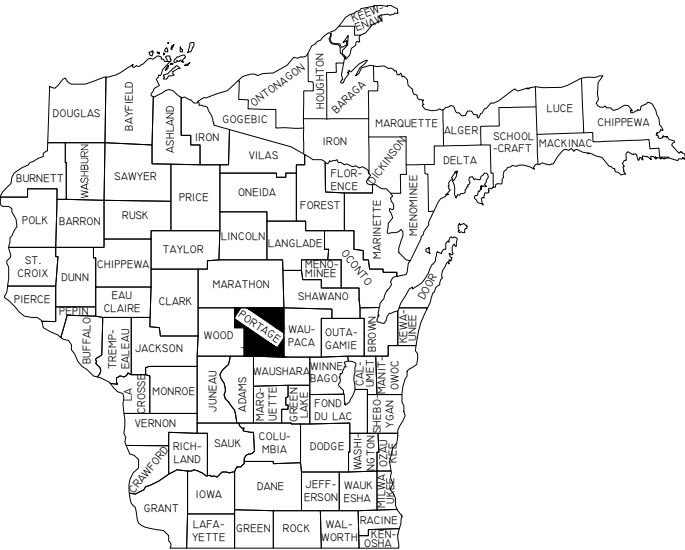
|       |                                 |
|-------|---------------------------------|
| &     | AND                             |
| AB    | AUGER BORING                    |
| ADT   | AVERAGE DAILY TRAFFIC           |
| BC    | BOTTOM OF CURB                  |
| BM    | BENCHMARK                       |
| BOC   | BACK OF CURB                    |
| BR    | BOTTOM OF RAMP                  |
| BS    | BOTTOM OF STEPS                 |
| BW    | BOTTOM OF WALL                  |
| CB    | CATCH BASIN                     |
| CMAC  | CORRUGATED METAL ARCH CULVERT   |
| CMBC  | CORRUGATED METAL BOX CULVERT    |
| CMP   | CORRUGATED METAL PIPE           |
| CO    | CLEANOUT                        |
| CONC. | CONCRETE                        |
| CPP   | CORRUGATED PLASTIC PIPE         |
| DGB   | DENSE GRADED BASE               |
| DIP   | DUCTILE IRON PIPE               |
| D/S   | DOWNSTREAM                      |
| (E)   | EAST                            |
| ELEV. | ELEVATION                       |
| EOG   | EDGE OF GRAVEL                  |
| FFE   | FINISHED FLOOR ELEVATION        |
| FG    | FINISH GRADE                    |
| F.O.  | FIBER OPTIC                     |
| INL   | INLET                           |
| HDPE  | HIGH DENSITY POLYETHYLENE PIPE  |
| HMA   | HOT MIX ASPHALT                 |
| HP    | HIGH POINT                      |
| IE    | INVERT ELEVATION                |
| LF    | LINEAL FEET                     |
| LP    | LOW POINT                       |
| MEG   | MATCH EXISTING GRADE            |
| MH    | MANHOLE                         |
| (N)   | NORTH                           |
| (NE)  | NORTHEAST                       |
| (NW)  | NORTHWEST                       |
| OH    | OVERHEAD                        |
| PC    | POINT OF CURVATURE              |
| PE    | POLYETHYLENE PIPE               |
| P/L   | PROPERTY LINE                   |
| PP    | POWER POLE                      |
| PT    | POINT OF TANGENCY               |
| PVC   | POLYVINYL CHLORIDE PIPE         |
| RCB   | REINFORCED CONCRETE BOX CULVERT |
| RCP   | REINFORCED CONCRETE PIPE        |
| RR    | RAIL ROAD                       |
| R/W   | RIGHT OF WAY                    |
| (S)   | SOUTH                           |
| SAN   | SANITARY SEWER                  |
| SB    | SOIL BORING                     |
| SS    | STORM SEWER                     |
| STM   | STORM                           |
| (SW)  | SOUTHWEST                       |
| TC    | TOP OF CURB                     |
| TBR   | TO BE REMOVED                   |
| TLE   | TEMPORARY LIMITED EASEMENT      |
| TNH   | TOP NUT FIRE HYDRANT            |
| TP    | TEST PIT                        |
| TR    | TOP OF RAMP                     |
| TYP.  | TYPICAL                         |
| TS    | TOP OF STEPS                    |
| TW    | TOP OF WALL                     |
| U/S   | UPSTREAM                        |
| VAR.  | VARIES                          |
| (W)   | WEST                            |

SITE PLAN PACKAGE FOR:  
ENT PROPERTY  
CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN



TOLL FREE: 811 OR (800) 242-8511  
HEARING IMPAIRED: TDD (800)542-2289  
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| LEGEND |                                           |
|--------|-------------------------------------------|
|        | BENCHMARK                                 |
|        | 1" IRON BAR                               |
|        | EXISTING MANHOLE                          |
|        | EXISTING TELEPHONE MANHOLE                |
|        | EXISTING STORM SEWER MANHOLE              |
|        | EXISTING SANITARY SEWER MANHOLE           |
|        | EXISTING HYDRANT                          |
|        | EXISTING WATER VALVE                      |
|        | EXISTING UTILITY POLE                     |
|        | EXISTING LIGHT POLE                       |
|        | EXISTING WATER SHUTOFF                    |
|        | EXISTING DECIDUOUS TREE                   |
|        | EXISTING CONIFEROUS TREE                  |
|        | EXISTING GAS VALVE                        |
|        | EXISTING CURB INLET                       |
|        | EXISTING WELL                             |
|        | TEST PIT LOCATION                         |
|        | SOIL BORING                               |
|        | EXISTING AIR CONDITIONING UNIT            |
|        | EXISTING GAS METER                        |
|        | EXISTING ELECTRIC METER                   |
|        | EXISTING UTILITY PEDESTAL                 |
|        | EXISTING RAILROAD TRACKS                  |
|        | EXISTING TREE LINE                        |
|        | EXISTING GUY POLE                         |
|        | EXISTING CABLE TV                         |
|        | EXISTING FIBER OPTIC CABLE                |
|        | EXISTING UNDERGROUND GAS                  |
|        | EXISTING UNDERGROUND ELECTRIC             |
|        | EXISTING UNDERGROUND TELEPHONE            |
|        | EXISTING OVERHEAD UTILITIES               |
|        | EXISTING WATER MAIN                       |
|        | EXISTING STORM SEWER                      |
|        | EXISTING SANITARY SEWER                   |
|        | EXISTING PROPERTY LINE                    |
|        | PROPOSED HANDICAP PARKING                 |
|        | PROPOSED CURB STOP                        |
|        | PROPOSED HYDRANT                          |
|        | PROPOSED WATER VALVE                      |
|        | PROPOSED SANITARY SEWER                   |
|        | PROPOSED STORM SEWER                      |
|        | PROPOSED FORCE MAIN                       |
|        | PROPOSED SANITARY SEWER LATERAL           |
|        | PROPOSED WATER LATERAL                    |
|        | PROPOSED WATER MAIN                       |
|        | PROPOSED PUMP STATION                     |
|        | PROPOSED SANITARY MANHOLE                 |
|        | PROPOSED STORM MANHOLE                    |
|        | PROPOSED CURB INLET                       |
|        | PROPOSED CATCH BASIN                      |
|        | PROPOSED CLEANOUT                         |
|        | PROPOSED DRAINAGE FLOW                    |
|        | PROPOSED SLOPE                            |
|        | PROPOSED CURB & GUTTER                    |
|        | PROPOSED REJECT CURB & GUTTER             |
|        | PROPOSED MOUNTABLE CURB & GUTTER          |
|        | EXISTING GROUND CONTOUR (INTERVAL -1 FT.) |
|        | PROPOSED GROUND CONTOUR (INTERVAL -1 FT.) |
|        | PROPOSED SPOT ELEVATION (TOP OF CURB)     |
|        | PROPOSED SPOT ELEVATION (BOTTOM OF CURB)  |
|        | PROPOSED SILT FENCE                       |
|        | PROPOSED INLET PROTECTION                 |
|        | PROPOSED RIPRAP                           |
|        | PROPOSED EROSION MAT                      |
|        | PROPOSED SAWCUT                           |
|        | PROPOSED VEGETATIVE DRAINAGE SWALE        |
|        | PROPOSED ASPHALT DRAINAGE SWALE           |

CLIENT:  
GHIDORZI CONSTRUCTION

DNR SERVICE CENTER  
5301 RIB MOUNTAIN DRIVE  
WAUSAU, WISCONSIN 54401  
(715) 359-2872

CITY OF STEVENS POINT - DEPT. OF  
PUBLIC WORKS  
1515 STRONGS AVENUE  
STEVENS POINT, WISCONSIN 54481  
(715) 346-1569

SURVEYOR:  
REI ENGINEERING, INC.  
4080 N. 20TH AVENUE  
WAUSAU, WI 54401  
(715) 675-9784

ENGINEER:  
REI ENGINEERING, INC.  
4080 N. 20TH AVENUE  
WAUSAU, WI 54401  
(715) 675-9784  
PROJECT MANAGER  
JIM J. BORYSENKO, P.E.

APPROVING AUTHORITIES:  
CITY OF STEVENS POINT  
WDNR  
DSPS

REI Engineering, INC.  
4080 N. 20TH AVENUE  
WAUSAU, WISCONSIN 54401  
PHONE: 715.675.9784 FAX: 715.675.4060  
EMAIL: MAIL@REIENGINEERING.COM



CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING

NO SCALE



| DATE     | ISSUANCE               | BY  | CHKD | SURVEYED BY: | DESIGNED BY: | SURVEY DATE: |
|----------|------------------------|-----|------|--------------|--------------|--------------|
| 09/13/24 | C020, C100, C200, C300 | NAP | CSS  | JAF          | CSS          | 6-11-2024    |
|          |                        |     |      | JWP          | JJB          | 9/4/2024     |
|          |                        |     |      | JWP          | JJB          | TAW          |

TITLE SHEET  
ENT PROPERTY  
VERM HOLMES DRIVE  
STEVENS POINT, WISCONSIN

REI No. 11560  
SHEET C001

TOPOGRAPHIC SURVEY

OF PART OF LOT 3 OF CERTIFIED SURVEY MAP NUMBER 8822, RECORDED IN VOLUME 36, ON PAGE 52, AS DOCUMENT NUMBER 672590, FILED IN THE PORTAGE COUNTY REGISTER OF DEEDS OFFICE; LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 23 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

| LEGEND |                                                                                              |
|--------|----------------------------------------------------------------------------------------------|
|        | 1 1/4 IN O.D. X 18 IN. IRON PIPE WEIGHING 1.68 LBS/LIN. FT. SET CHISELED "X" SET IN CONCRETE |
|        | 3/4 IN IRON BAR FOUND                                                                        |
|        | 1 1/4 IN. O.D. IRON PIPE FOUND                                                               |
|        | PROPERTY LINE RECORDED BEARING/LENGTH                                                        |
|        | MEASURED BEARING/LENGTH                                                                      |

| CURVE TABLE |               |               |              |               |            |
|-------------|---------------|---------------|--------------|---------------|------------|
| CURVE       | RADIUS LENGTH | CHORD BEARING | CHORD LENGTH | CENTRAL ANGLE | ARC LENGTH |
| C1          | 5010.77'      | S87°19'57"W   | 72.84'       | 0°49'58"      | 72.84'     |
| C2          | 266.00'       | N46°59'30"E   | 70.90'       | 15°19'00"     | 71.11'     |
| C3          | 68.00'        | S26°59'37"E   | 56.93'       | 49°29'36"     | 58.74'     |

**SURVEY NOTES:**  
FIELDWORK PERFORMED BY REI ON 6-11-2024.  
PUBLIC UTILITIES - THE SOURCE INFORMATION FROM PLANS AND MARKINGS PROVIDED BY OTHERS WAS COMBINED WITH OBSERVED SURFACE EVIDENCE OF UTILITIES TO DEVELOP THE APPROXIMATED LOCATION OF THE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF ALL UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY OR RELIABLY DEPICTED. IN ADDITION, IN SOME JURISDICTIONS, 811 UTILITY LOCATE REQUESTS FROM SURVEYORS MAY BE IGNORED OR PARTIALLY RESPONDED TO. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION AND/OR A PRIVATE UTILITY LOCATE REQUEST MAY BE NECESSARY. THE DIGGER'S TICKET FOR THIS SURVEY WAS #20242119205 & #20242119217.  
THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. PAINT MARKINGS FOUND ON THE GROUND AND SHOWN HEREON AS EVIDENCE OF POSSIBLE (OR PROBABLE) UNDERGROUND UTILITIES ARE CONSISTENT WITH TYPICAL UTILITY MARKINGS. HOWEVER, NO UTILITY REPORT WAS PROVIDED TO AUTHENTICATE THESE MARKINGS - THEIR SOURCE IS UNKNOWN. THE USER OF THIS PLAT/MAP SHOULD RELY UPON SUCH MARKINGS AT THEIR OWN RISK.  
PRIVATE UTILITIES WERE NOT MARKED OR MAPPED AS A PART OF THIS SURVEY.  
ELEVATIONS AS SHOWN ON THE MAP ARE BASED ON THE NAVD 88 DATUM AND ESTABLISHED BY THE WISCORS NETWORK.

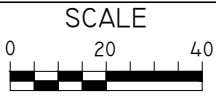
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EMAIL: MAIL@REIENGINEERING.COM



**REI**

CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING



| DATE | ISSUANCE | BY | CHKD | SURVEYED BY:        | DESIGNED BY:       | SURVEY DATE:         |
|------|----------|----|------|---------------------|--------------------|----------------------|
|      |          |    |      | JAF                 | CSS                | 6-11-2024            |
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: TAW        |

**EXISTING SITE CONDITIONS**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

**REI**  
REI No. 11560  
SHEET C010



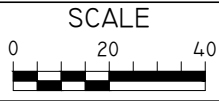
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**REI**

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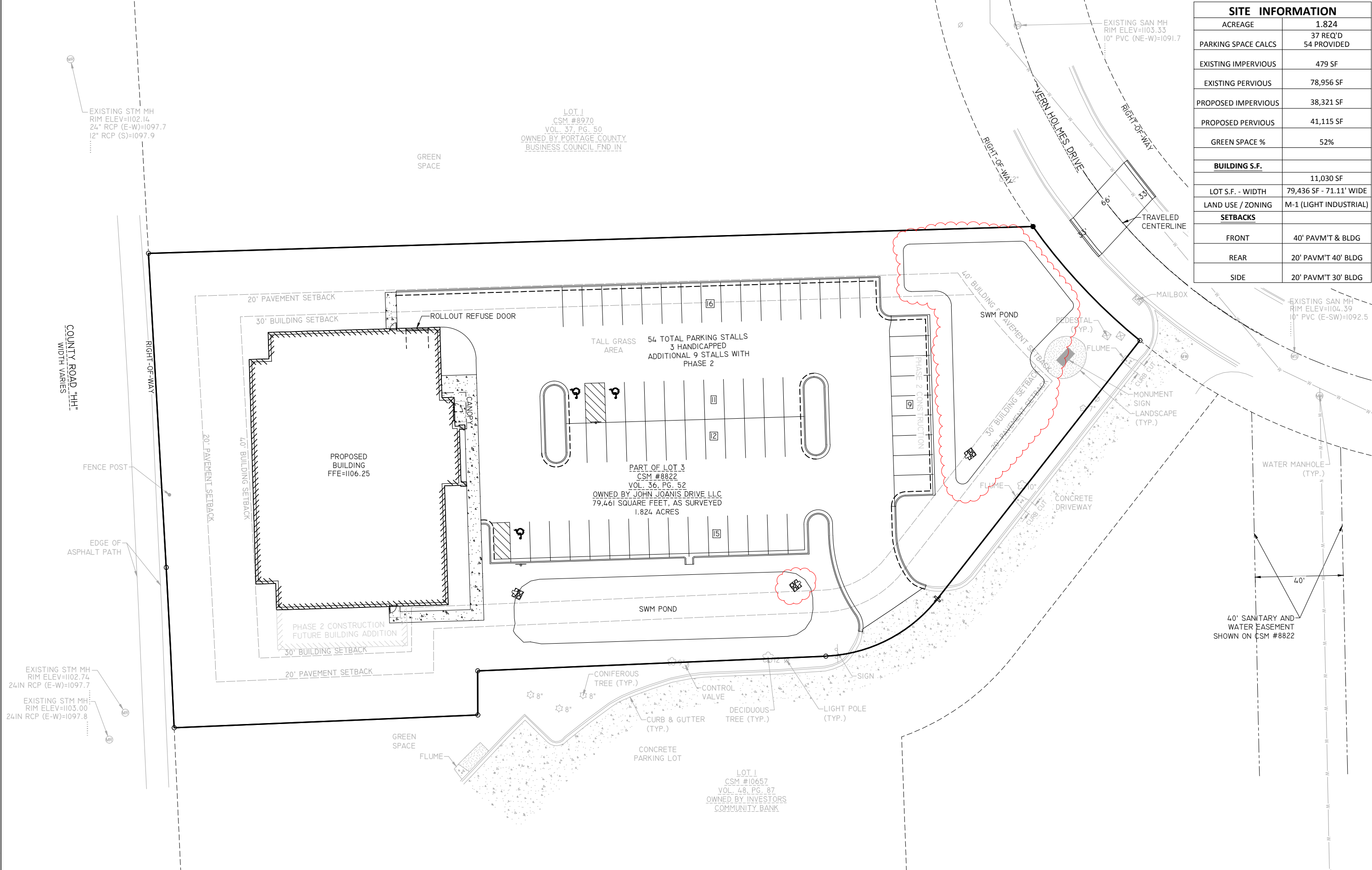


| DATE     | ISSUANCE                      | BY  | CHKD | SURVEYED BY:        | DESIGNED BY:       | SURVEY DATE:         |
|----------|-------------------------------|-----|------|---------------------|--------------------|----------------------|
|          |                               |     |      | JAF                 | CSS                | 6-11-2024            |
|          |                               |     |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
| 09/13/24 | REVISED GRADING / STORM SEWER | NAP | CSS  | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: TAW        |

**OVERLAY SITE PLAN**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

**REI**  
REI No. 11560  
SHEET C020

| SITE INFORMATION    |                         |
|---------------------|-------------------------|
| ACREAGE             | 1.824                   |
| PARKING SPACE CALCS | 37 REQ'D<br>54 PROVIDED |
| EXISTING IMPERVIOUS | 479 SF                  |
| EXISTING PERVIOUS   | 78,956 SF               |
| PROPOSED IMPERVIOUS | 38,321 SF               |
| PROPOSED PERVIOUS   | 41,115 SF               |
| GREEN SPACE %       | 52%                     |
| BUILDING S.F.       |                         |
|                     | 11,030 SF               |
| LOT S.F. - WIDTH    | 79,436 SF - 71.11' WIDE |
| LAND USE / ZONING   | M-1 (LIGHT INDUSTRIAL)  |
| SETBACKS            |                         |
| FRONT               | 40' PAVM'T & BLDG       |
| REAR                | 20' PAVM'T 40' BLDG     |
| SIDE                | 20' PAVM'T 30' BLDG     |



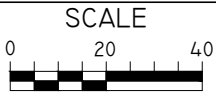
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**REI**

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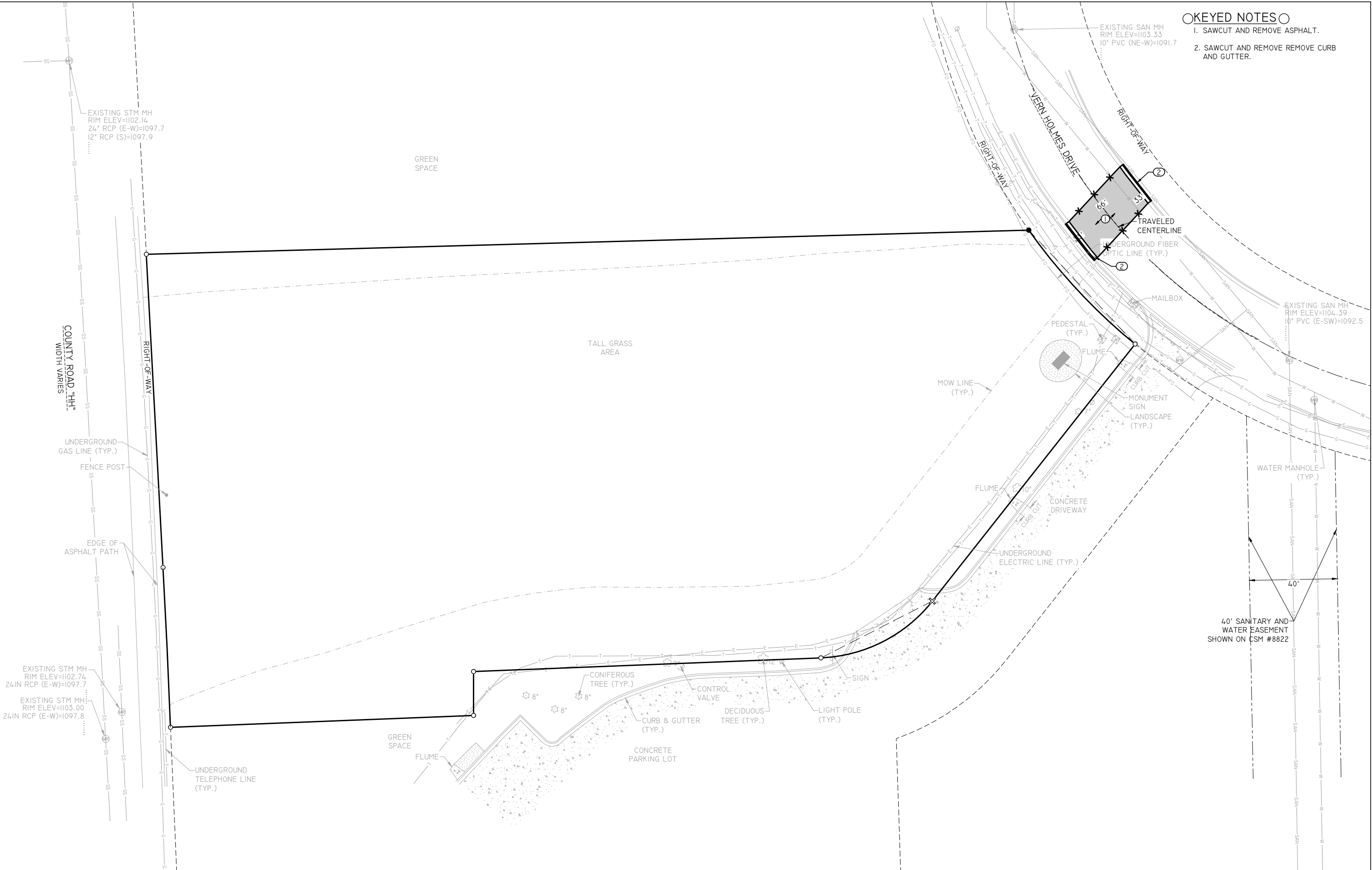
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|------|----------|----|------|---------------------|--------------------|------------------------|
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024   |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: NAP          |

**DEMO PLAN**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

**REI**  
REI No. 11560  
SHEET C030

**KEYED NOTES**

1. SAWCUT AND REMOVE ASPHALT.
2. SAWCUT AND REMOVE REMOVE CURB AND GUTTER.



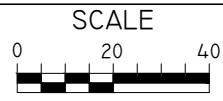
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**CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING**



| DATE     | ISSUANCE                      | BY  | CHKD | SURVEYED BY:        | DESIGNED BY:       | SURVEY DATE:         |
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|          |                               |     |      | JAF                 | CSS                | 6-11-2024            |
|          |                               |     |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
| 09/13/24 | REVISED GRADING / STORM SEWER | NAP | CSS  | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: TAW        |

**SITE PLAN**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

**REI**  
REI No. 11560  
SHEET C100

## KEYED NOTES

1. CONCRETE PAVEMENT. SEE DETAIL A/C800.
2. 4" CONCRETE SIDEWALK. SEE DETAIL B/C800.
3. 24" CURB AND GUTTER. SEE DETAIL C/C800.
4. 24" REJECT CURB AND GUTTER. SEE DETAIL C/C800.
5. 24" REJECT MOUNTABLE CURB AND GUTTER. SEE DETAIL D/C800.
6. TRANSITION CURB & GUTTER. SEE DETAIL F/C800.
- 6A. CURB TYPE CHANGE.
7. STANDARD CURB & GUTTER TERMINATION. SEE DETAIL G/C800.
8. CONCRETE FLUME. SEE DETAIL M/C800.
9. HANDICAP PARKING SPACES & STRIPING. SEE DETAIL H/C800.
10. VAN ACCESSIBLE HANDICAP SIGN WITH DOUBLE ARROW. SEE DETAIL I/C800.
- 10A. VAN ACCESSIBLE HANDICAP SIGN WITH SINGLE ARROW. SEE DETAIL I/C800.
11. PAINTED STRIPING, WHITE. (TYPICAL)
12. TRANSITION CURB TO MATCH EXISTING CURB.
13. REPLACE EXISTING ASPHALT IN KIND.

## NOTES:

- (A) BUILDINGS AND PARKING SPACES ARE PARALLEL AND PERPENDICULAR TO REFERENCE LINE LABELED, N 01°33'49" W, AS TAKEN FROM THE SURVEY.
- (B) ALL DIMENSIONS ARE TO THE BACK OF CURB, UNLESS OTHERWISE NOTED.
- (C) PRIVATE & PUBLIC UTILITY COORDINATION INCLUDING GAS, ELECTRIC, AND TELECOMMUNICATIONS SHALL BE COORDINATED BY THE CONTRACTOR.

## LEGEND

|  |                                  |
|--|----------------------------------|
|  | PROPOSED CURB & GUTTER           |
|  | PROPOSED REJECT CURB & GUTTER    |
|  | PROPOSED MOUNTABLE CURB & GUTTER |
|  | PROPOSED HANDICAP PARKING        |
|  | PROPOSED HANDICAP SIGN           |
|  | PROPOSED ASPHALT                 |
|  | PROPOSED CONCRETE                |
|  | PROPOSED GRAVEL                  |
|  | PROPOSED BOLLARD                 |
|  | PROPOSED LIGHTPOLE               |
|  | PROPOSED DIRECTIONAL ARROW       |

COUNTY ROAD "HH"  
WIDTH VARIES

EXISTING STM MH  
RIM ELEV=1102.14  
24" RCP (E-W)=1097.7  
12" RCP (S)=1097.9

FENCE POST  
EDGE OF ASPHALT PATH

EXISTING STM MH  
RIM ELEV=1102.74  
24IN RCP (E-W)=1097.7

EXISTING STM MH  
RIM ELEV=1103.00  
24IN RCP (E-W)=1097.8

EXISTING SAN MH  
RIM ELEV=1103.33  
10" PVC (NE-W)=1091.7

PROPOSED BUILDING  
FFE=1106.25

PHASE 2 CONSTRUCTION  
FUTURE BUILDING ADDITION

54 TOTAL PARKING STALLS  
3 HANDICAPPED  
ADDITIONAL 9 STALLS WITH  
PHASE 2

SWM POND

PEDESTAL (TYP.)

FLUME

MAILBOX

MONUMENT SIGN

LANDSCAPE (TYP.)

FLUME

CONCRETE DRIVEWAY

CONIFEROUS TREE (TYP.)

CONTROL VALVE

DECIDUOUS TREE (TYP.)

LIGHT POLE (TYP.)

CURB & GUTTER (TYP.)

CONCRETE PARKING LOT

FLUME



KEYED NOTES

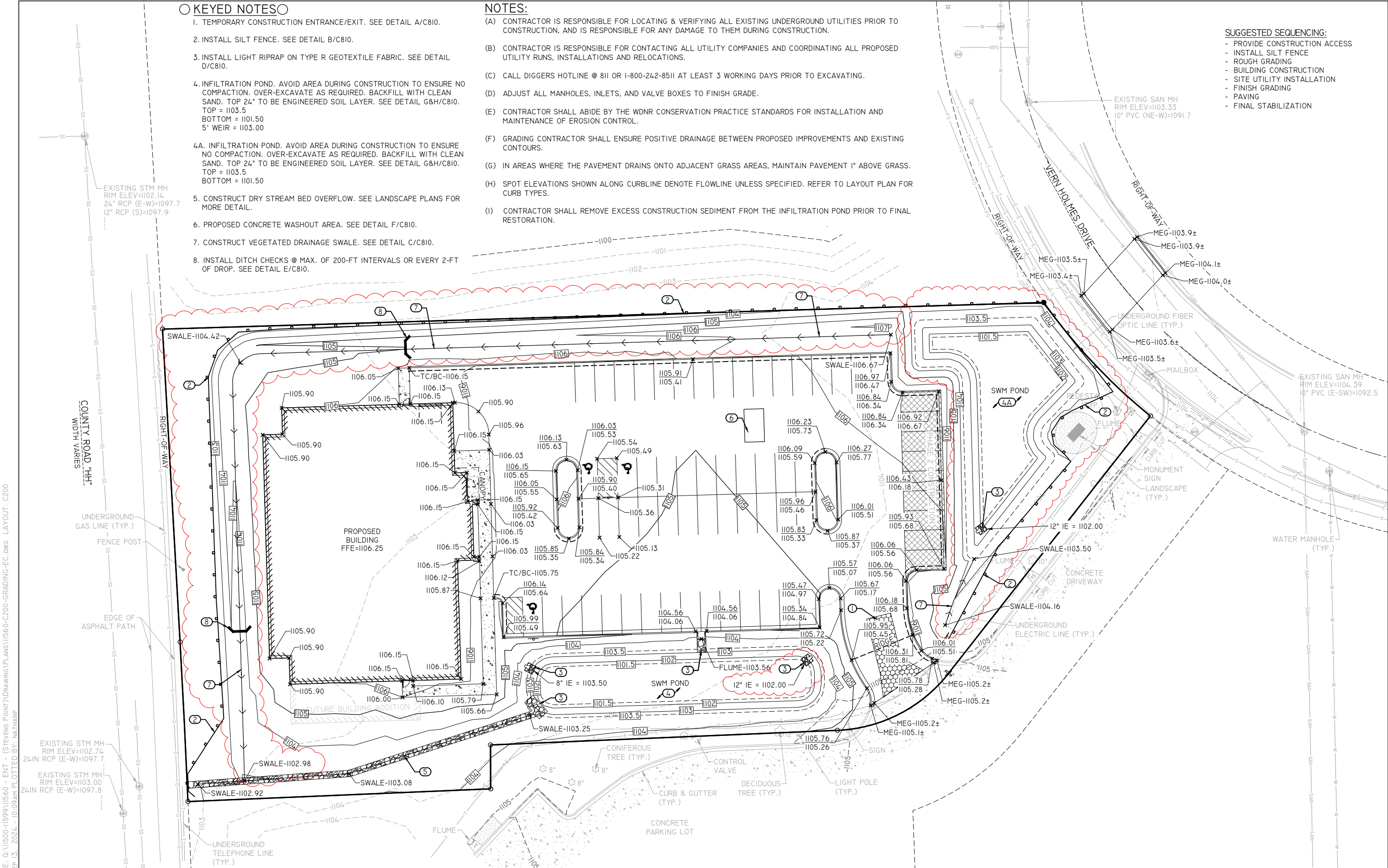
1. TEMPORARY CONSTRUCTION ENTRANCE/EXIT. SEE DETAIL A/C810.
2. INSTALL SILT FENCE. SEE DETAIL B/C810.
3. INSTALL LIGHT RIPRAP ON TYPE R GEOTEXTILE FABRIC. SEE DETAIL D/C810.
4. INFILTRATION POND. AVOID AREA DURING CONSTRUCTION TO ENSURE NO COMPACTION. OVER-EXCAVATE AS REQUIRED. BACKFILL WITH CLEAN SAND. TOP 24" TO BE ENGINEERED SOIL LAYER. SEE DETAIL G8H/C810.  
TOP = 1103.5  
BOTTOM = 1101.50  
5' WEIR = 1103.00
- 4A. INFILTRATION POND. AVOID AREA DURING CONSTRUCTION TO ENSURE NO COMPACTION. OVER-EXCAVATE AS REQUIRED. BACKFILL WITH CLEAN SAND. TOP 24" TO BE ENGINEERED SOIL LAYER. SEE DETAIL G8H/C810.  
TOP = 1103.5  
BOTTOM = 1101.50
5. CONSTRUCT DRY STREAM BED OVERFLOW. SEE LANDSCAPE PLANS FOR MORE DETAIL.
6. PROPOSED CONCRETE WASHOUT AREA. SEE DETAIL F/C810.
7. CONSTRUCT VEGETATED DRAINAGE SWALE. SEE DETAIL C/C810.
8. INSTALL DITCH CHECKS @ MAX. OF 200-FT INTERVALS OR EVERY 2-FT OF DROP. SEE DETAIL E/C810.

NOTES:

- (A) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
- (B) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.
- (C) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.
- (D) ADJUST ALL MANHOLES, INLETS, AND VALVE BOXES TO FINISH GRADE.
- (E) CONTRACTOR SHALL ABIDE BY THE WDNR CONSERVATION PRACTICE STANDARDS FOR INSTALLATION AND MAINTENANCE OF EROSION CONTROL.
- (F) GRADING CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE BETWEEN PROPOSED IMPROVEMENTS AND EXISTING CONTOURS.
- (G) IN AREAS WHERE THE PAVEMENT DRAINS ONTO ADJACENT GRASS AREAS, MAINTAIN PAVEMENT 1" ABOVE GRASS.
- (H) SPOT ELEVATIONS SHOWN ALONG CURBLINE DENOTE FLOWLINE UNLESS SPECIFIED. REFER TO LAYOUT PLAN FOR CURB TYPES.
- (I) CONTRACTOR SHALL REMOVE EXCESS CONSTRUCTION SEDIMENT FROM THE INFILTRATION POND PRIOR TO FINAL RESTORATION.

SUGGESTED SEQUENCING:

- PROVIDE CONSTRUCTION ACCESS
- INSTALL SILT FENCE
- ROUGH GRADING
- BUILDING CONSTRUCTION
- SITE UTILITY INSTALLATION
- FINISH GRADING
- PAVING
- FINAL STABILIZATION



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**REI**

CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING

SCALE



| DATE     | ISSUANCE                      | BY  | CHKD | SURVEYED BY:        | DESIGNED BY:       | SURVEY DATE:         |
|----------|-------------------------------|-----|------|---------------------|--------------------|----------------------|
| 09/13/24 | REVISED GRADING / STORM SEWER | NAP | CSS  | JAF                 | CSS                | 6-11-2024            |
|          |                               |     |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
|          |                               |     |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: TAW        |

**GRADING & EROSION CONTROL PLAN**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

**REI**  
REI No. 11560  
SHEET C200



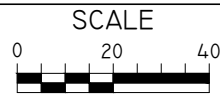
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|          |                               |     |      | JAF                 | CSS                | 6-11-2024            |
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| 09/13/24 | REVISED GRADING / STORM SEWER | NAP | CSS  | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: TAW        |

**UTILITY PLAN**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN



REI No. 11560  
SHEET C300

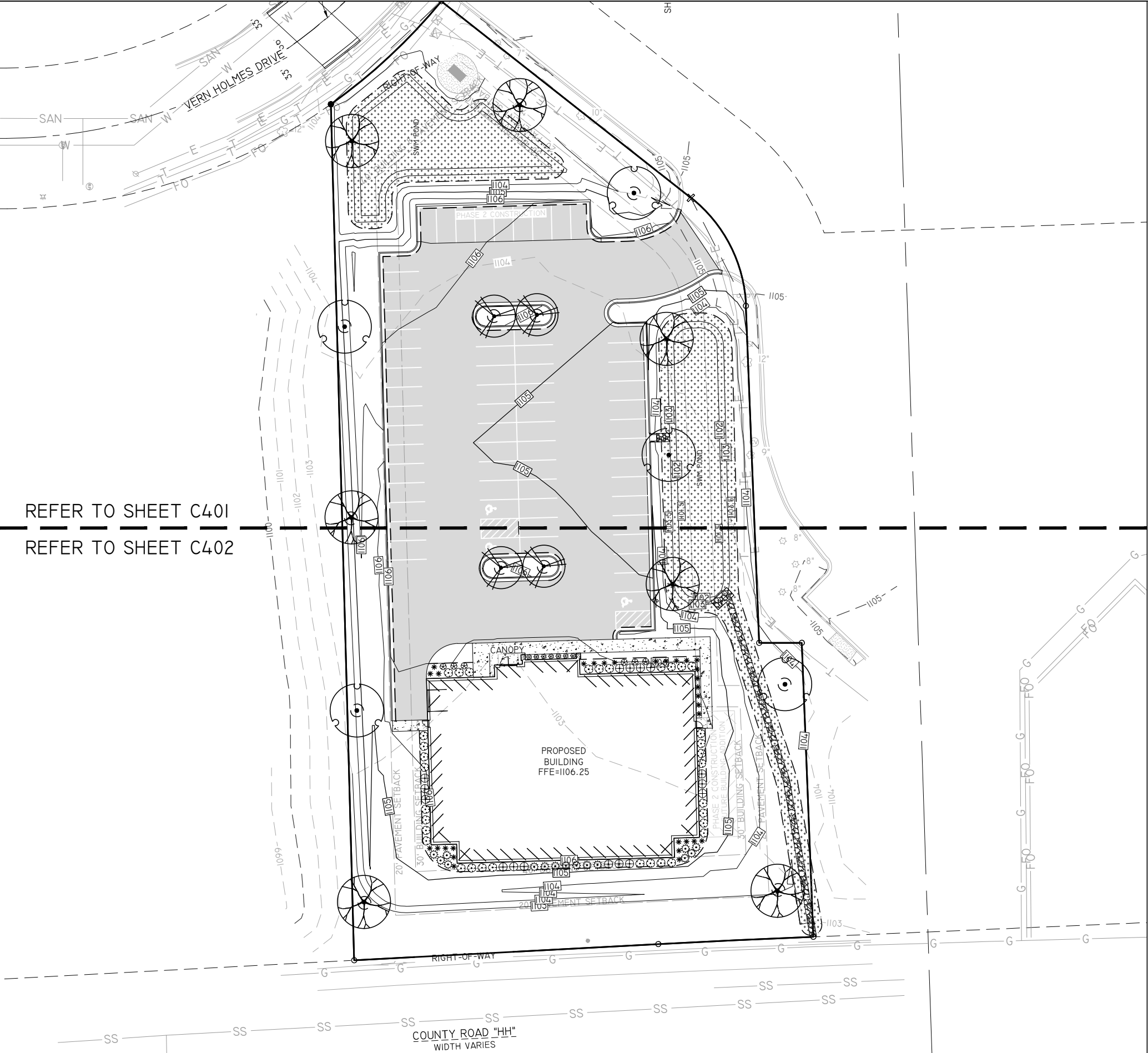
## KEYED NOTES

1. INSTALL 4" SANITARY RISER 3'. SEE DETAIL A/C820.
2. INSTALL 4" SANITARY SERVICE LATERAL @ 1.00% MINIMUM.
3. INSTALL 4" SANITARY CLEANOUT. SEE DETAIL B/C820.
4. INSTALL 6" PVC WATER SERVICE LATERAL.
5. CONNECT TO EXISTING MAIN. SEE DETAIL C/C820.

## NOTES:

- (A) CONTRACTOR RESPONSIBLE FOR MAINTAINING A MIN. COVER OF 7.5' GRADE OVER PROPOSED WATER LINE.
- (B) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
- (C) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.
- (D) CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE REQUIRED HORIZONTAL AND VERTICAL PIPE SEPARATION BETWEEN SEWER AND WATER PIPES. SEE DETAIL D/C820. VERTICAL CLEARANCES ARE MEASURED FROM OUTSIDE PIPE DIAMETER, HORIZONTAL CLEARANCES ARE MEASURED FROM PIPE CENTER.
- (E) SEE DETAIL E/C820 FOR PIPE BEDDING.
- (F) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.
- (G) CONTRACTOR IS RESPONSIBLE FOR PROVIDING A MEANS TO LOCATE NON-METALLIC WATER AND SEWER (SANITARY AND STORM) PER SPS 382.
- (H) PRIOR TO INSTALLATION OF SANITARY AND WATER SERVICES, CONFIRM SIZE AND LOCATION WITH GENERAL CONTRACTOR.
- (I) THE CONTRACTOR RESPONSIBLE FOR THE INSTALLATION OF SITE UTILITIES SHALL PROVIDE A TEMPORARY CAP OR PLUG AT BUILDING TERMINATION. REFER TO PLUMBING PLANS FOR CONTINUATION OF WORK INSIDE THE BUILDING.
- (J) PIPE LENGTHS PROVIDED ARE GIVEN TO CENTER OF STRUCTURE OR END OF END STRUCTURE.

DRAWING FILE: Q:\11500-11599\11560 - ENT - (STEVENS POINT)\DRAWING\PLANS\11560-C400-LANDSCAPE.DWG LAYOUT: C400  
PLOTTED: SEP 13, 2024 - 10:10AM PLOTTED BY: NATHANP



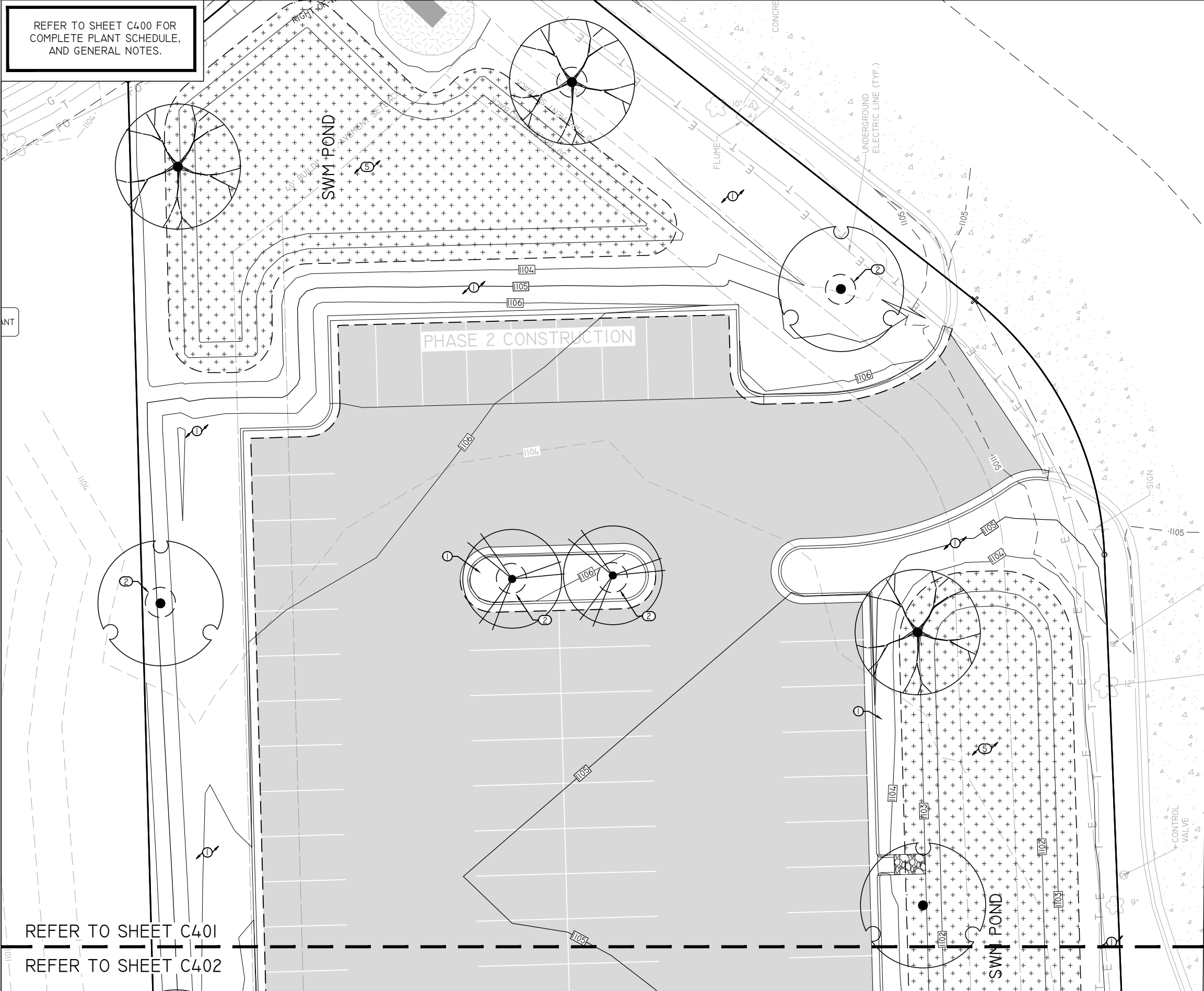
GENERAL NOTES:

- (A) LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
- (B) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 5 WORKING DAYS PRIOR TO DEMOLITION, EXCAVATION OR ANY CONSTRUCTION ACTIVITY.
- (C) ALL PLANT MATERIAL SHALL BE GUARANTEED ONE (1) FULL YEAR UPON TOTAL COMPLETION OF PROJECT AND ACCEPTANCE BY OWNER, WITH A ONE TIME REPLACEMENT WARRANTY UPON REQUEST BY OWNER. WARRANTY EXPIRES AFTER FIRST FULL YEAR FOLLOWING PROJECT COMPLETION.
- (D) LANDSCAPE CONTRACTOR SHALL VERIFY MINIMUM 6" TOPSOIL DEPTH FOR ALL AREAS TO BE SEEDED/SODDED THROUGHOUT PROJECT SITE. CONTRACTOR IS REQUIRED TO CORRECT ANY DEFICIENCIES PRIOR TO SEED/SOD. TOPSOIL SHALL BE CLEAN AND FREE OF STONES, WEEDS AND OTHER UNDESIRABLE DEBRIS.
- (E) LANDSCAPE CONTRACTOR SHALL VERIFY MINIMUM 12" PLANTING SOIL DEPTH FOR ALL PROPOSED PLANTING BED AREAS THROUGHOUT THE PROJECT SITE. CONTRACTOR IS REQUIRED TO CORRECT ANY DEFICIENCIES PRIOR TO PLANT INSTALLATION. PLANTING SOIL & AREA SHALL BE CLEAN AND FREE OF STONES, WEEDS, CONCRETE WASTE AND OTHER UNDESIRABLE DEBRIS.
- (F) LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR REPAIRING TOPSOIL AND SEEDING OR SODDING ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITY, INCLUDING ALL R.O.W. AND ADJACENT PROPERTIES.
- (G) CONTRACTOR SHALL CLEAN ALL PAVEMENT AREAS AFTER LANDSCAPE CONSTRUCTION ACTIVITIES ARE COMPLETE AND APPROVED BY OWNER. \*THIS TO BE DONE DAILY AS DEEMED NECESSARY BY MUNICIPALITY.
- (H) IRRIGATION PLAN AND LIGHTING PLAN TO BE DESIGNED/PROVIDED BY OTHERS.

PLANT SCHEDULE

| SYMBOL           | COMMON NAME                      | BOTANICAL NAME                             | SIZE    | CONT. | QTY |
|------------------|----------------------------------|--------------------------------------------|---------|-------|-----|
| DECIDUOUS TREES  |                                  |                                            |         |       |     |
|                  | Autumn Blaze® Freeman Maple      | Acer x freemanii 'Jeffersred'              | 2" Cal. | B&B   | 5   |
|                  | Fall Fiesta® Sugar Maple         | Acer saccharum 'Baillista'                 | 2" Cal. | B&B   | 4   |
|                  | Swamp White Oak                  | Quercus bicolor                            | 2" Cal. | B&B   | 7   |
| DECIDUOUS SHRUBS |                                  |                                            |         |       |     |
|                  | First Editions® Campfire Rose    | Rosa x 'CA 29'                             | 3 gal.  | Pot   | 15  |
|                  | Goldmound Japanese Spirea        | Spiraea japonica 'Goldmound'               | 3 gal.  | Pot   | 16  |
|                  | Little Devil™ Dwarf Ninebark     | Physocarpus opulifolius 'Donna May'        | 3 gal.  | Pot   | 34  |
| PERENNIALS       |                                  |                                            |         |       |     |
|                  | Black-eyed Susan                 | Rudbeckia speciosa                         | 1 gal.  | Pot   | 6   |
|                  | Bridal Veil Astilbe              | Astilbe x arendsii 'Bridal Veil'           | 1 gal.  | Pot   | 7   |
|                  | Karl Foerster Feather Reed Grass | Calamagrostis x acutiflora 'Karl Foerster' | 1 gal.  | Pot   | 30  |

REFER TO SHEET C400 FOR  
COMPLETE PLANT SCHEDULE,  
AND GENERAL NOTES.



KEYED NOTES

- SOD OR SEED, FERTILIZER & MULCH, \*ALL AREAS NOTED ON PLAN & ALL DISTURBED AREAS DUE TO CONSTRUCTION ACTIVITY.
- 5' DIAMETER WOOD MULCH TREE RING, 3"-4" DEPTH, DARK BROWN COLOR, \*ALL TREES PLANTED WITHIN SEEDED/SODDED AREAS.
- SHREDDED HARDWOOD MULCH, 3"-4" DEPTH, DARK BROWN COLOR.
- SHOVEL CUT EDGE OR ALUMINUM EDGING (REFER TO DETAILS FOR SHOVEL CUT EDGE TREATMENT, INSTALL ALUMINUM EDGING PER MANUFACTURER SPECIFICATIONS)
- (10,500 SF TOTAL) AGRECOL, SHORTGRASS PRAIRIE FOR MEDIUM SOILS. APPLY GLYPHOSATE HERBICIDE TO AREA WHEN MAJORITY OF WEEDS ARE 2'-3" TALL. WAIT 10 DAYS THEN FINELY TILL THE SOIL ONLY 1"-2" DOWN AND PLANT IMMEDIATELY BY HAND BROADCASTING AT A RATE OF 11 LBS/ACRE. RAKE OR DRAG AREA LIGHTLY, COVERING THE SEED WITH ABOUT 1" TO 1 1/2" OF SOIL. ROLL AREA FIRMLY AFTER RAKING. MULCH PRAIRIE SEEDED AREAS LESS THAN 4:1 SLOPE WITH 1" OF WEED FREE STRAW MULCH. APPLY WISDOT NET-FREE CLASS I, URBAN TYPE B EROSION MAT ON SLOPING AREAS STEEPER THAN 4:1. \*REFER TO AGRECOL'S "NATIVE SEEDING INSTRUCTIONS" ON THEIR WEBSITE FOR DETAILED INSTRUCTIONS/GUIDELINES FOR SUCCESSFUL SEED ESTABLISHMENT AND MANAGEMENT. (LINK BELOW)

[HTTPS://WWW.AGRECOL.COM/NATIVE-SEEDING-INSTRUCTIONS\\_EP\\_44.HTML](https://www.agrecol.com/native-seeding-instructions_ep_44.html)

PLANT SCHEDULE

| SYMBOL           | COMMON NAME                      | BOTANICAL NAME                             |
|------------------|----------------------------------|--------------------------------------------|
| DECIDUOUS TREES  |                                  |                                            |
|                  | Autumn Blaze® Freeman Maple      | Acer x freemanii 'Jeffersred'              |
|                  | Fall Fiesta® Sugar Maple         | Acer saccharum 'Bailsta'                   |
|                  | Swamp White Oak                  | Quercus bicolor                            |
| DECIDUOUS SHRUBS |                                  |                                            |
|                  | First Editions® Campfire Rose    | Rosa x 'CA 29'                             |
|                  | Goldmound Japanese Spirea        | Spiraea japonica 'Goldmound'               |
|                  | Little Devil™ Dwarf Ninebark     | Physocarpus opulifolius 'Donna May'        |
| PERENNIALS       |                                  |                                            |
|                  | Black-eyed Susan                 | Rudbeckia speciosa                         |
|                  | Bridal Veil Astilbe              | Astilbe x arendsii 'Bridal Veil'           |
|                  | Karl Foerster Feather Reed Grass | Calamagrostis x acutiflora 'Karl Foerster' |

REFER TO SHEET C401  
REFER TO SHEET C402

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4080 N. 20TH AVENUE  
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CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING

SCALE  
0 10 20

| DATE | ISSUANCE | BY | CHKD | SURVEYED BY:        | DESIGNED BY:       | SURVEY DATE:         |
|------|----------|----|------|---------------------|--------------------|----------------------|
|      |          |    |      | JAF                 | CSS                | 6-11-2024            |
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: KJS        |

LANDSCAPE PLAN - NORTH  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

REI No. 11560  
SHEET C401

REFER TO SHEET C400 FOR  
COMPLETE PLANT SCHEDULE,  
AND GENERAL NOTES.

REFER TO SHEET C401  
REFER TO SHEET C402

KEYED NOTES

- SOD OR SEED, FERTILIZER & MULCH, \*ALL AREAS NOTED ON PLAN & ALL DISTURBED AREAS DUE TO CONSTRUCTION ACTIVITY.
- 6" DIAMETER WOOD MULCH TREE RING, 3"-4" DEPTH, DARK BROWN COLOR, \*ALL TREES PLANTED WITHIN SEEDED/SODDED AREAS.
- SHREDDED HARDWOOD MULCH, 3"-4" DEPTH, DARK BROWN COLOR.
- SHOVEL CUT EDGE OR ALUMINUM EDGING (REFER TO DETAILS FOR SHOVEL CUT EDGE TREATMENT, INSTALL ALUMINUM EDGING PER MANUFACTURER SPECIFICATIONS)
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[HTTPS://WWW.AGRECOL.COM/NATIVE-SEEDING-INSTRUCTIONS\\_EP\\_44.HTML](https://www.agrecol.com/native-seeding-instructions_ep_44.html)

PLANT SCHEDULE

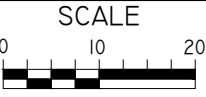
| SYMBOL           | COMMON NAME                      | BOTANICAL NAME                             |
|------------------|----------------------------------|--------------------------------------------|
| DECIDUOUS TREES  |                                  |                                            |
|                  | Autumn Blaze® Freeman Maple      | Acer x freemanii 'Jeffersred'              |
|                  | Fall Fiesta® Sugar Maple         | Acer saccharum 'Bailsta'                   |
|                  | Swamp White Oak                  | Quercus bicolor                            |
| DECIDUOUS SHRUBS |                                  |                                            |
|                  | First Editions® Campfire Rose    | Rosa x 'CA 29'                             |
|                  | Goldmound Japanese Spirea        | Spiraea japonica 'Goldmound'               |
|                  | Little Devil™ Dwarf Ninebark     | Physocarpus opulifolius 'Donna May'        |
| PERENNIALS       |                                  |                                            |
|                  | Black-eyed Susan                 | Rudbeckia speciosa                         |
|                  | Bridal Veil Astilbe              | Astilbe x arendsii 'Bridal Veil'           |
|                  | Karl Foerster Feather Reed Grass | Calamagrostis x acutiflora 'Karl Foerster' |

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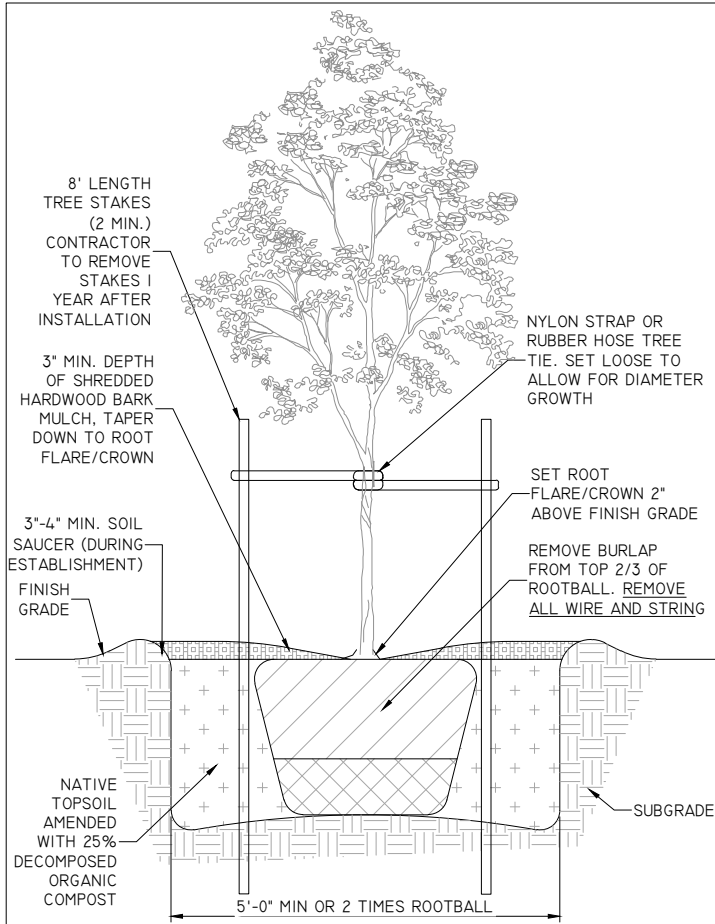
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|      |          |    |      | JAF                 | CSS                | 6-11-2024            |
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: KJS        |

LANDSCAPE PLAN - SOUTH  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

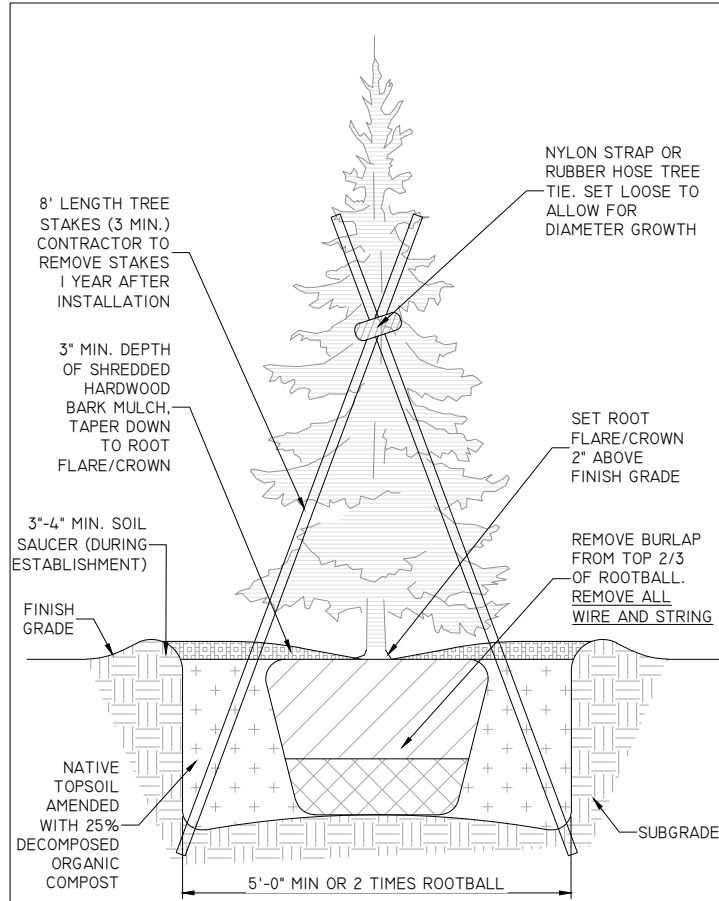
REI No. 11560  
SHEET C402



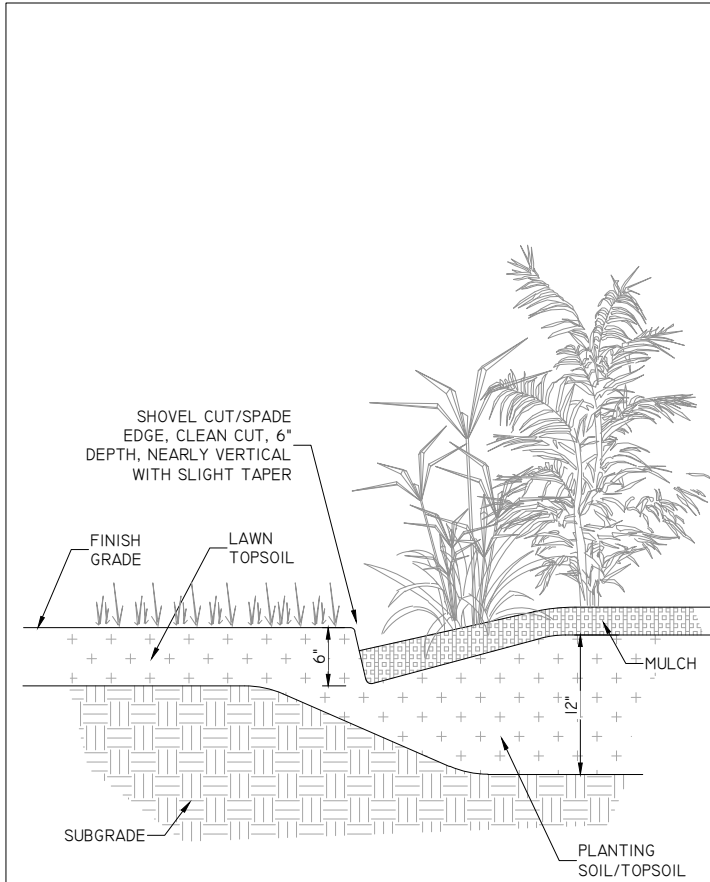
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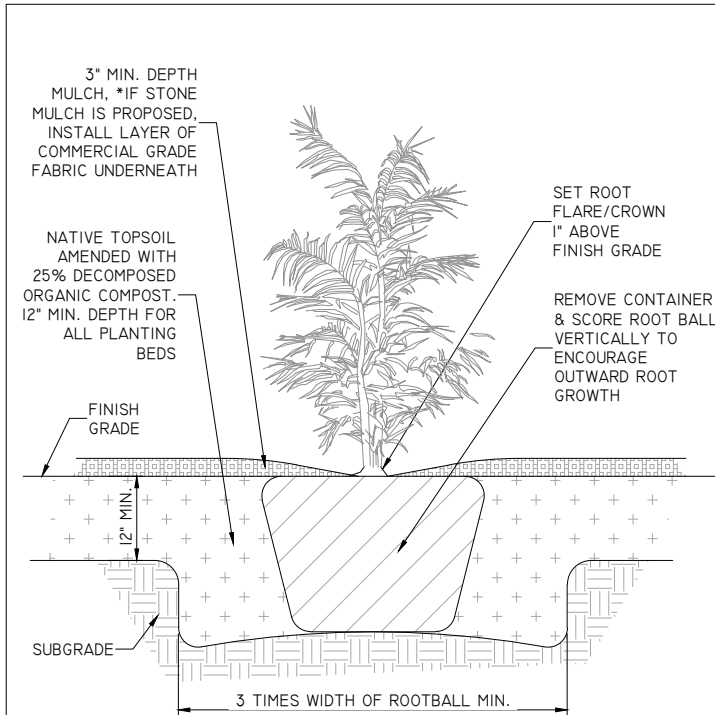
DECIDUOUS TREE - PLANTING DETAIL



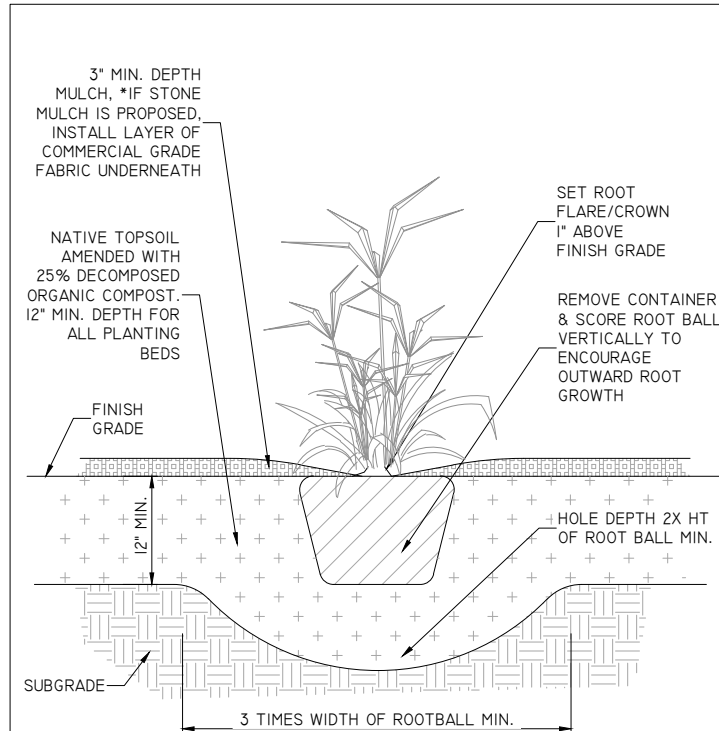
EVERGREEN TREE - PLANTING DETAIL



SHOVEL CUT EDGE - DETAIL



SHRUB - PLANTING DETAIL



PERENNIAL - PLANTING DETAIL

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SCALE



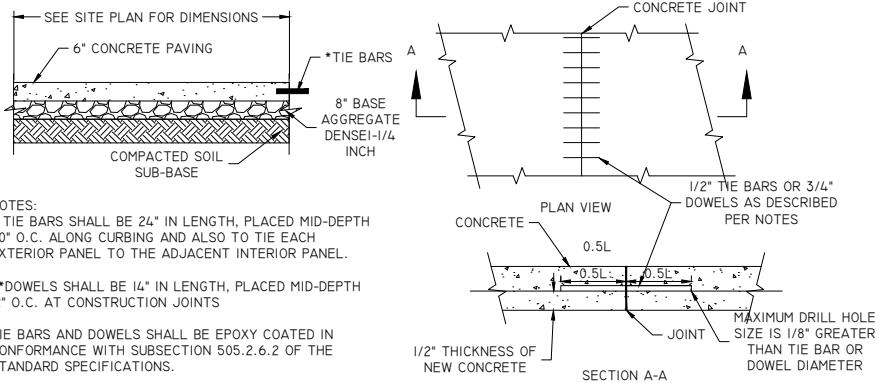
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|      |          |    |      | JAF                 | CSS                | 6-11-2024            |
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: KJS        |

**LANDSCAPE DETAILS**  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

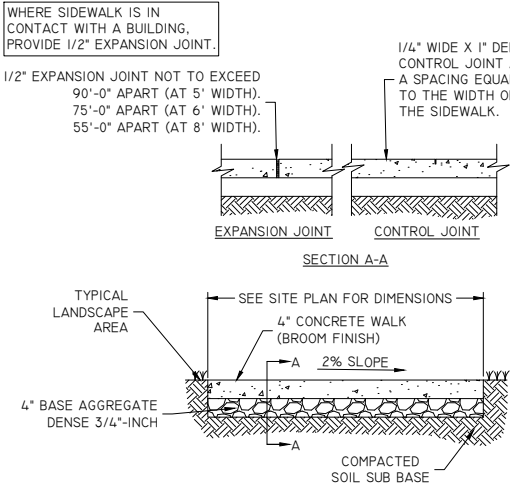


REI No. 11560  
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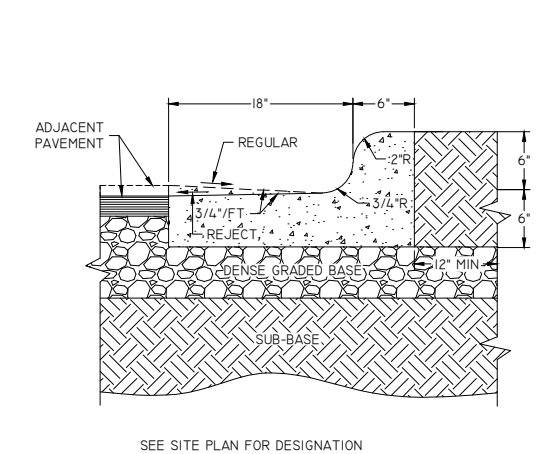
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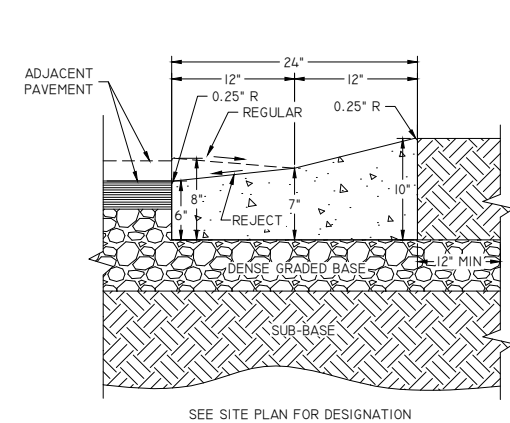
**A** CONCRETE PAVEMENT DETAIL  
C800 NTS



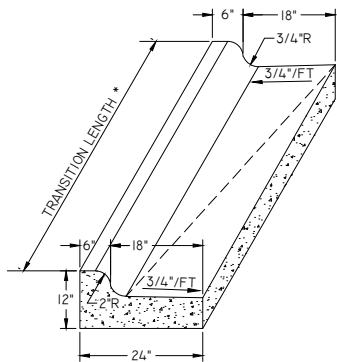
**B** SIDEWALK SECTION  
C800 NTS



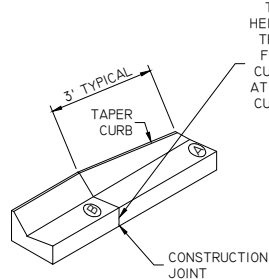
**C** 24" CURB & GUTTER /  
24" REJECT CURB & GUTTER  
C800 NTS



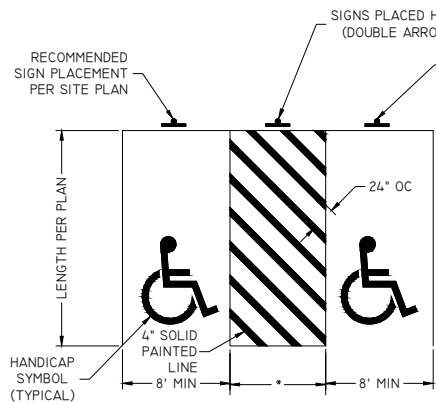
**D** 24" MOUNTABLE CURB & GUTTER /  
24" REJECT MOUNTABLE CURB & GUTTER  
C800 NTS



**F** TRANSITION CURB & GUTTER  
C800 NTS



**G** STD CURB & GUTTER TERMINI  
C800 NTS



**H** HANDICAP PARKING SPACES & STRIPING  
C800 NTS

NOTES:

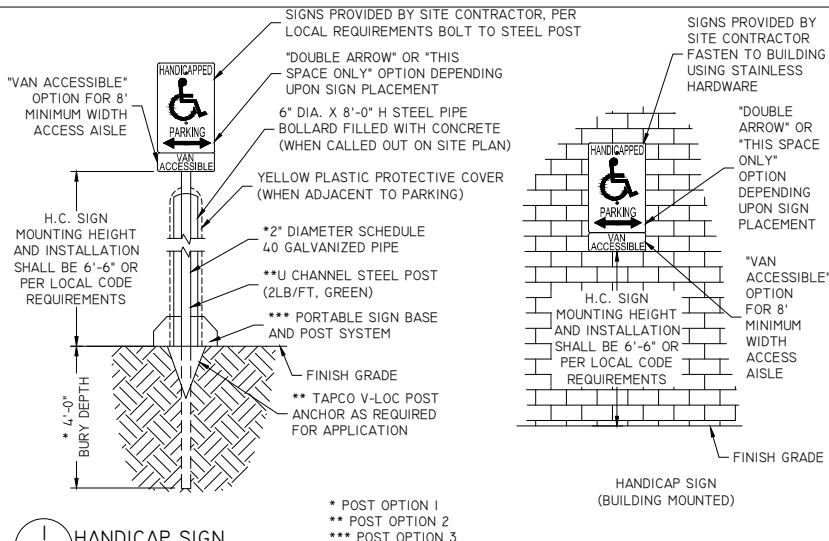
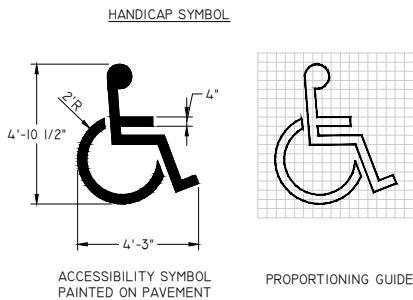
- SEE SITE PLAN FOR SITE SPECIFIC HANDICAPPED PARKING LOCATIONS AND LAYOUT

- GRADES WITHIN DESIGNATED PARKING AREAS SHALL NOT EXCEED 1/4" PER FT IN ANY DIRECTION

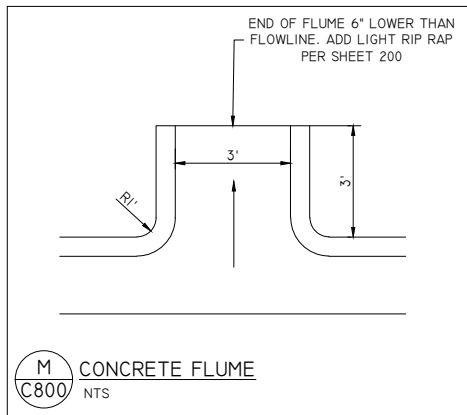
- 1 DESIGNATED STALL REQUIRED PER EVERY 25 PARKING STALLS UP TO 100, THEN 1 PER 50 FROM 101-200, THEN 1 PER 100 FROM 201-500

- 1 IN EVERY 6 DESIGNATED STALLS OR FRACTION OF 6 SHALL BE VAN-ACCESSIBLE

- ACCESS AISLES MAY BE SHARED BETWEEN DESIGNATED STALLS



**I** HANDICAP SIGN  
C800 NTS



**M** CONCRETE FLUME  
C800 NTS

REI Engineering, INC.  
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**REI**

CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING

NO SCALE

| DATE | ISSUANCE | BY | CHKD | SURVEYED BY:        | DESIGNED BY:       | SURVEY DATE:         |
|------|----------|----|------|---------------------|--------------------|----------------------|
|      |          |    |      | JAF                 | CSS                | 6-11-2024            |
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 9/4/2024 |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: NAP        |

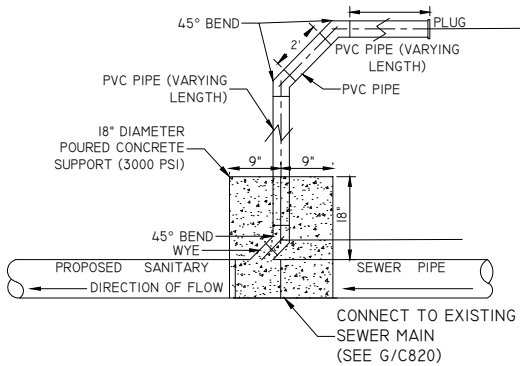
SITE DETAILS  
ENT PROPERTY  
VERN HOLMES DRIVE  
STEVENS POINT, WISCONSIN

REI No. 11560  
SHEET C800

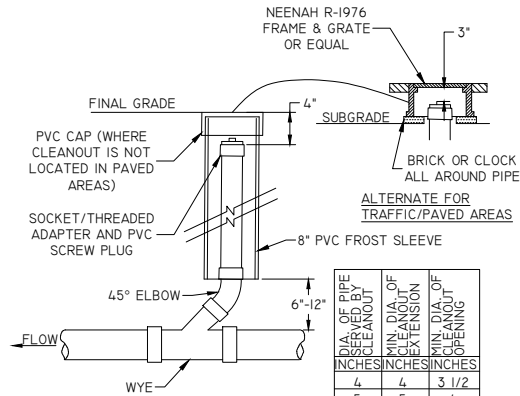


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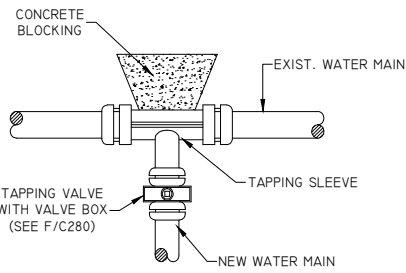
NOTES:  
1. ALL MATERIAL SHALL BE PVC SCHEDULE 40 EXCEPT LATERAL WYE.



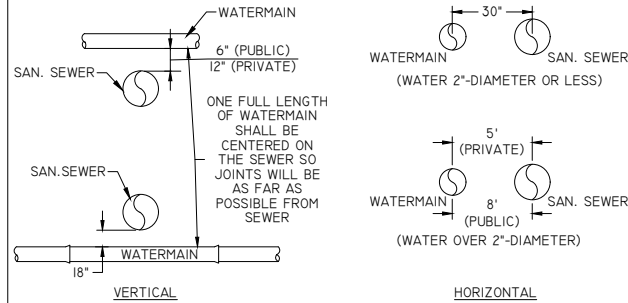
**A**  
**C820** TYPICAL 4" & 6" SANITARY RISER  
NTS



**B**  
**C820** CLEANOUT  
NTS

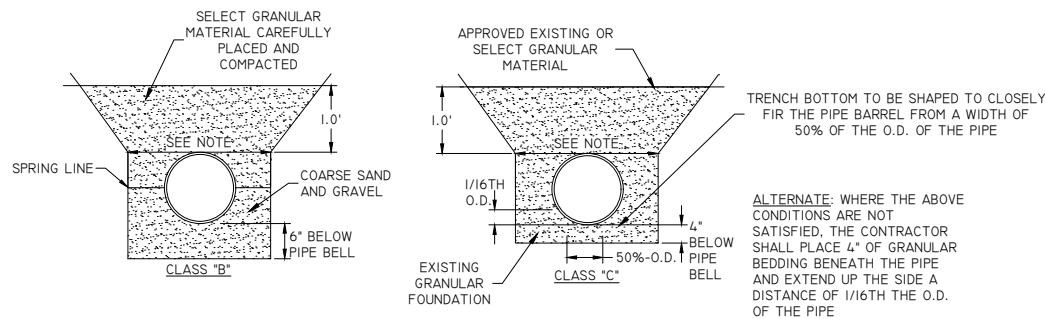


**C**  
**C820** TYPICAL TAPPING SLEEVE  
& VALVE ASSEMBLY NTS

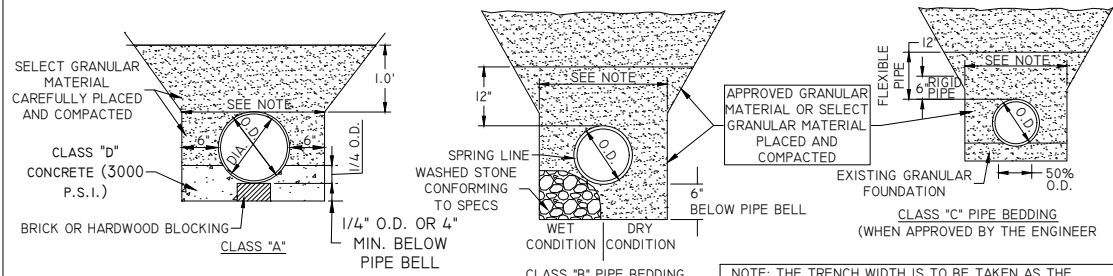


NOTES:  
1. WHEN THE ABOVE SEPARATIONS CANNOT BE MAINTAINED, THE ENGINEER MAY REQUIRE THE CONTRACTOR TO ENCASE THE SEWER IN CONCRETE.  
2. NO PRIVATE WATER MAIN OR WATER SERVICE SHALL BE INSTALLED WITHIN 6' OF A STORM SEWER. PUBLIC WATER MAIN MUST MEET THE SAME HORIZONTAL AND VERTICAL SEPARATION DISTANCES AS REQUIRED FOR SANITARY SEWER.

**D**  
**C820** SEWER / WATERMAIN SEPARATION DISTANCE  
NTS



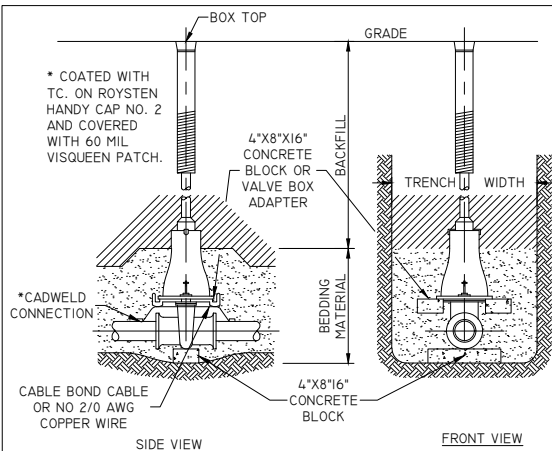
FLEXIBLE PIPE BEDDING CLASSIFICATIONS



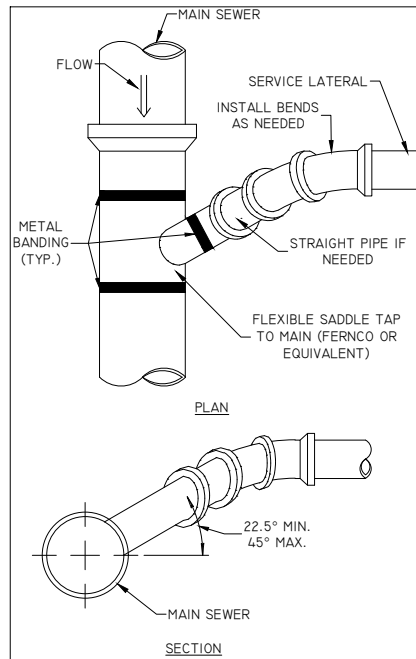
RIGID PIPE BEDDING CLASSIFICATIONS

NOTE: THE TRENCH WIDTH IS TO BE TAKEN AS THE HORIZONTAL DISTANCE AT THE OUTSIDE TOP OF THE PIPE. THE MAXIMUM ALLOWABLE WIDTH SHALL BE 1.) 3.0' GREATER THAN OUTSIDE DIA. FOR 36" OR LARGER PIPE 2.) 2.0' GREATER THAN OUTSIDE DIA. FOR PIPES LESS THAN 36" IN DIA.

**E**  
**C820** PIPE BEDDING CLASSIFICATIONS  
NTS



**F**  
**C820** GATE VALVE BOX SETTING  
NTS



**G**  
**C820** SANITARY WYE DETAIL  
NTS





DRAWING FILE: Q:\11500-11599\11560 - ENT - (STEVENS POINT)\Drawing\PLANS\11560-C900-SPECS.DWG    LAYOUT: C900  
PLOTTED: SEP 13, 2024 - 10:14AM PLOTTED BY: NATHANP

- GENERAL NOTES/SPECIFICATIONS
1. SITE USAGE WILL BE PERMITTED ONLY WITHIN REASONABLE LIMITS TO FACILITATE CONSTRUCTION OF PROPOSED IMPROVEMENTS AND THE CONTRACTOR SHALL NOT UNREASONABLY ENCUMBER THE PREMISES WITH EQUIPMENT AND MATERIALS. MATERIAL STORAGE SHALL BE CONFINED TO SUCH LIMITS AS MAY BE JOINTLY AGREED UPON BY OWNER AND CONTRACTOR.

2. ALL SUB-CONTRACTORS SHALL BE UNDER THE DIRECTION OF THE GENERAL CONTRACTOR (OR OWNER'S REPRESENTATIVE) WHO WILL BE HELD RESPONSIBLE FOR THE COORDINATION OF ALL WORK ON THIS PROJECT AND THE PROPER EXECUTION OF THE SAME.

3. THE CONTRACTOR SHALL FURTHER ENFORCE THE OWNER'S INSTRUCTIONS OF SUCH NATURE, INCLUDING PARKING, USE OF ROADS, SAFE ACCESS TO FACILITIES, FIRE PREVENTION, AND PROJECT PHASING, WHICH THE OWNER MAY DEEM NECESSARY OR DESIRABLE ON THE OWNER'S PROPERTY.

4. CONTRACTOR SHALL KEEP A CLEAN SITE DURING CONSTRUCTION AND THROUGH FINAL ACCEPTANCE.

5. ALWAYS FOLLOW WRITTEN DIMENSIONS. DO NOT SCALE. IF DISCREPANCY EXISTS, CONTACT THE ENGINEER.

6. REMOVE ALL TREES WITHIN THE GRADING LIMITS, INCLUDING ROOT STRUCTURES, EXCEPT THOSE SPECIFICALLY NOTED TO REMAIN AND THOSE ON PROPERTY LINES. DO NOT CLEAR SITE PRIOR TO COORDINATING WITH THE OWNER TO LOCATE ALL TREES TO REMAIN.

7. PROTECT TREES, UTILITY POLES, ABOVE AND BELOW GRADE UTILITIES, AND OTHER FEATURES THAT ARE TO REMAIN. THE REPAIR OF ANY DAMAGE TO FEATURES TO REMAIN IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR WITH NO PAYMENT DUE FOR SUCH REPAIRS.

8. PROTECT ABOVE AND BELOW GRADE UTILITIES THAT ARE TO REMAIN.

9. ADJUST ANY UTILITY ELEMENT MEANT TO BE FLUSH WITH GRADE (CLEAN OUT MANHOLES, CATCH BASINS, INLETS, WATER VALVES, LIGHT POLES, HYDRANTS, ETC.) THAT IS AFFECTED BY SITE WORK OR GRADE CHANGES, WHETHER SPECIFICALLY NOTED ON PLANS OR NOT. REFER TO THE SITE GRADING PLAN SHEET.

10. PROTECT BENCHMARKS, REFERENCE SURVEY POINTS AND OTHER PROVIDED CONSTRUCTION STAKES.

11. CALL DIGGER'S HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.

12. CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.

13. CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS, AND RELOCATIONS.

14. NOTIFY ELECTRIC UTILITY AT LEAST ONE WEEK PRIOR TO WORKING IN AREAS WHERE UTILITY POLES EXIST. UTILITY COMPANY WILL PROTECT POLES AS NECESSARY.

15. DURING CONSTRUCTION THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR INSPECTION AND DOCUMENTATION OF THE EROSION CONTROL DEVICES AS REQUIRED BY THE WPDES PERMIT. IF CHANGES TO THE EROSION CONTROL PLAN ARE REQUIRED, THE CONTRACTOR SHALL RECORD THOSE CHANGES ON THE PLAN. UPON COMPLETION OF WORK AND PRIOR TO LEAVING THE SITE, THE CONTRACTOR AND OWNER'S DESIGNEE SHALL COORDINATE ONGOING RESPONSIBILITY UNTIL THE SITE'S WPDES PERMIT IS TERMINATED BY THE WDNR.

16. EROSION CONTROL DEVICES SHALL ABIDE BY THE WDNR CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL STANDARDS. [HTTPS://DNR.WI.GOV/TOPI](https://dnr.wi.gov/topic/stormwater/standards/const_standards.html)

17. CONFIRM THAT ALL TOPSOIL HAS BEEN STRIPPED FROM AREAS TO RECEIVE EMBANKMENT BEFORE PLACING EMBANKMENT MATERIAL.

18. EMBANKMENT MATERIAL SHALL BE EXCAVATED SITE MATERIAL AND/OR IMPORTED MATERIAL DEEMED SUITABLE BY THE OWNER AND OWNER'S REPRESENTATIVE, AND CONFORM TO THE REQUIREMENTS OF SUB-SECTION 207.2 OF THE WISDOT STANDARD SPECIFICATIONS. THE CONTRACTOR SHALL MODIFY WATER CONTENT OF THE MATERIAL AS NECESSARY TO OBTAIN SPECIFIED COMPACTION FOR ALL EMBANKMENT MATERIAL.

19. CONSTRUCT ALL EMBANKMENT THAT WILL SUPPORT ROADWAYS OR ASPHALT PARKING IN ACCORDANCE WITH THE APPLICABLE REQUIREMENTS OF SUB-SECTION 207.3.6.3 (SPECIAL COMPACTION) OF THE WISDOT STANDARD SPECIFICATIONS EXCEPT: THE MAXIMUM DENSITY SHALL BE DETERMINED IN ACCORDANCE WITH ASTM D1557, WITH METHOD B OR C; AND MAXIMUM LIFT THICKNESS SHALL BE 8 INCHES FOR ALL SOILS, GRANULAR, OR COHESIVE.

20. CONSTRUCT UTILITY TRENCHES IN EMBANKMENT AREAS AFTER CONSTRUCTION OF EMBANKMENT.

21. BORROW MATERIAL SHALL BE IMPORTED MATERIAL MEETING THE REQUIREMENTS OF SECTION 208.2 OF THE WISDOT STANDARD SPECIFICATIONS. THE CONTRACTOR SHALL IDENTIFY ITS BORROW SOURCES TO THE OWNER'S CONSTRUCTION REPRESENTATIVE AT LEAST TWO WEEKS IN ADVANCE OF HAULING MATERIAL TO THE PROJECT SITE SO THE OWNER'S CONSTRUCTION REPRESENTATIVE CAN OBTAIN SAMPLES AND PERFORM THE DESIRED TESTING.

22. STRUCTURAL FILL IS REQUIRED IN ALL AREAS THAT WILL SUPPORT PRESENT OR FUTURE BUILDING STRUCTURES, AND WITHIN AREAS EXTENDING DOWNWARD AND OUTWARD FROM THE BUILDING LIMITS AT FINISHED GRADE ON A 1-TO-1 (HORIZONTAL TO VERTICAL) SLOPE TO THE BOTTOM OF THE FILL. CONFIRM THAT ALL UNSUITABLE MATERIAL HAS BEEN REMOVED FROM AREAS TO RECEIVE STRUCTURAL FILL BEFORE PLACING MATERIAL. SUB GRADES MAY NOT RECEIVE STRUCTURAL FILL IF FROZEN, AND FROZEN STRUCTURAL FILL IS NOT ACCEPTABLE FOR USE. PROVIDE ADEQUATE ADVANCED NOTIFICATION, ACCESS, EQUIPMENT, AND OPERATOR TO PERMIT TESTING AGENCY TO OBSERVE COMPACTING OF SUB GRADE PRIOR TO PLACEMENT OF STRUCTURAL FILL MATERIAL. PROVIDE ADEQUATE ADVANCE NOTIFICATION, ACCESS AND COOPERATION TO TESTING AGENCY TO PERFORM DENSITY TESTING ON EACH LIFT OF FILL PLACED, PRIOR TO PLACING FILL ABOVE THE LIFT. THE TESTING FREQUENCY WILL BE DETERMINED BY THE OWNER OR OWNER'S DESIGNATED REPRESENTATIVE. CONSTRUCT ALL STRUCTURAL FILL IN ACCORDANCE WITH THE APPLICABLE REQUIREMENTS OF SUB-SECTION 207.3.6.3 (SPECIAL COMPACTION) OF THE WISDOT STANDARD SPECIFICATIONS EXCEPT: THE MAXIMUM DENSITY SHALL BE DETERMINED IN ACCORDANCE WITH ASTM D1557, WITH METHOD B OR C; ALL LIFTS SHALL BE COMPACTED TO AT LEAST 95 PERCENT OF THE MAXIMUM DRY DENSITY DETERMINED IN ACCORDANCE WITH ASTM D1557; MAXIMUM LIFT THICKNESS SHALL BE 8 INCHES FOR ALL SOILS, GRANULAR, OR COHESIVE; THE LIMIT OF STRUCTURAL FILL FOR PURPOSES OF COMPACTION REQUIREMENTS IS DEFINED AS THE AREA ENCOMPASSED BY PLANS EXTENDING DOWNWARD AND OUTWARD FROM THE EDGES OF THE STRUCTURE OR CONCRETE SLAB AT 45-DEGREE ANGLES RELATIVE TO HORIZONTAL (I.E. 1:1 SLOPES).

23. THE CONTRACTOR SHALL PREPARE THE SITE TO SUPPORT THE PROPOSED SURFACE PER SECTION 211 OF THE WISDOT STANDARD SPECIFICATIONS.

24. DENSE GRADED BASE SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF SECTION 305 OF THE WISDOT STANDARD SPECIFICATIONS FOR DENSE GRADED BASE, CONSISTENT WITH THE DESIGNATIONS SPECIFIED ON THE PLANS.

25. HOT MIX ASPHALT PAVEMENT SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF SECTION 460 OF THE WISDOT STANDARD SPECIFICATIONS FOR PAVEMENT, CONSISTENT WITH THE DESIGNATIONS SPECIFIED ON THE PLANS.

26. CONCRETE PAVING SHALL CONFORM TO SECTION 415 OF THE WISDOT STANDARD SPECIFICATIONS. CONCRETE CURB AND GUTTER SHALL CONFORM TO THE APPLICABLE REGULATIONS OF SECTION 601 OF THE WISDOT STANDARD SPECIFICATIONS. CONCRETE MATERIAL SHALL BE TYPE A OR A-FA AS DEFINED WITHIN SECTION 501 OF THE WISDOT STANDARD SPECIFICATIONS WITH A DESIGN STRENGTH OF 4,500 PSI.

27. NON-PRESSURE POLYVINYL CHLORIDE PIPE SHALL BE SDR 35 OR SCHEDULE 40 PVC PIPE.

28. POLYVINYL CHLORIDE PIPE FOR PRESSURE APPLICATIONS SHALL CONFORM TO THE REQUIREMENTS OF AWWA C900, PRESSURE CLASS 150.

29. DUCTILE IRON PIPE SHALL CONFORM TO THE REQUIREMENTS OF THE LATEST REVISION OF ANSI A21.51 (AWWA C151). DUCTILE IRON PIPE SHALL BE CEMENT-MORTAR LINED AND COATED IN ACCORDANCE WITH THE LATEST REVISION OF ANSI A21.4 (AWWA C104). ALL DUCTILE IRON PIPE SHALL BE PRESSURE CLASS 350 UNLESS OTHERWISE SPECIFIED.

30. PIPE INSTALLATION SHALL BE COMPLETED IN ACCORDANCE WITH THE APPLICABLE REQUIREMENTS OF THE LATEST EDITION OF THE WISCONSIN SEWER & WATER SPECIFICATIONS AND ALL CURRENT SUPPLEMENTAL SPECIFICATIONS AND ADDENDA.

31. ROOF DRAIN LEADERS ARE SUBJECT TO FREEZING REGARDLESS OF BURY DEPTH AS THESE DRAINAGE SYSTEMS ARE TYPICALLY OPEN TO THE SURFACE. AS A MEASURE TO REDUCE FREEZE UP, REI SUGGESTS THE INSTALLATION OF HEAT TAPE AND/OR PIPE INSULATION TO ANY ROOF DRAIN LEADER OR CONNECTING PIPE. CONTRACTOR SHALL COORDINATE THIS WORK WITH THE OWNER AS WELL AS ELECTRICAL AND PLUMBING DESIGNERS.

32. RIPRAP SHALL CONFORM TO THE REQUIREMENTS OF SECTION 606 OF THE WISDOT STANDARD SPECIFICATIONS, WITH THE GRADE BEING SPECIFIED ON THE PLANS. REFER TO SECTION 645 OF THE WISDOT STANDARD SPECIFICATIONS REGARDING GEOTEXTILE FABRIC FOR RIPRAP.

33. PAVEMENT MARKING PAINT SHALL BE PRE-MIXED WATERBORNE EMULSION APPLIED TO A CLEAN SURFACE AT MANUFACTURER'S RATES. CONFIRM COLOR WITH OWNER PRIOR TO APPLICATION. PAVEMENT MARKINGS PLACED WITHIN THE PUBLIC RIGHT OF WAY SHALL CONFORM TO THE REQUIREMENTS OF SECTION 646 OF THE WISDOT STANDARD SPECS (EPOXY).

34. AFTER FINAL STABILIZATION, ACCUMULATED SEDIMENT SHALL BE REMOVED AND DISPOSED OF LEGALLY OFFSITE.

35. AT A MINIMUM RESTORE SITE BY SEEDING & MULCHING ALL DISTURBED AREAS TO BE VEGETATED AND ENSURE ESTABLISHMENT OF ADEQUATE VEGETATION. REFER TO LANDSCAPE PLAN.

36. SITE AND IMPORTED TOPSOIL MATERIAL SHALL CONFORM TO THE REQUIREMENTS OF SECTION 625 OF THE WISDOT STANDARD SPECIFICATIONS, GRADED FREE OF STONES AND LUMPS LARGER THAN 1 INCH AND FREE OF ROOTS, VEGETATION, AND OTHER UN-DECOMPOSED ORGANIC MATERIAL.

37. REFER TO "REPORT OF GEOTECHNICAL EXPLORATION & REVIEW" FOR SITE-SPECIFIC SOIL PREPARATION AND PAVEMENT RECOMMENDATIONS.

38. CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND LEGALLY DISPOSING OF ALL EXCESS AND UNUSED MATERIALS FROM THE SITE FOLLOWING COMPLETION OF THEIR WORK.

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**LEGEND**

|        |                                                         |
|--------|---------------------------------------------------------|
| S6A-11 | WALL TAG: SHEE SHEET A150 FOR WALL TYPES                |
| X      | WINDOW TAG: SEE A801 FOR OPENING DETAILS AND ELEVATIONS |
| 000    | DOOR TAG: SEE SHEET A800 FOR DOOR SCHEDULE              |
|        | RECESSED FIRE EXTINGUISHER                              |
|        | SURFACE MOUNT FIRE EXTINGUISHER                         |
| #      | GENERAL NOTE                                            |
| CR     | CARD READER                                             |

**GENERAL NOTES**

|   |                                                                      |
|---|----------------------------------------------------------------------|
| 1 | SEE SHEET G000 FOR STANDARD ABBREVIATIONS                            |
| 2 | SEE SHEET G002 FOR ACCESSORY MOUNTING INFORMATION                    |
| 3 | ALL INTERIOR WALLS TO BE S3A-11 U.N.O.                               |
| 4 | PROVIDE UTILITY MOP HOLDER - SEE A1 ON ACCESSORY SCHEDULE SHEET A120 |
| 5 | PROVIDE COAT HOOK - SEE A2 ON ACCESSORY SCHEDULE SHEET A120          |

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

**JOHN JOANIS DRIVE LLC**

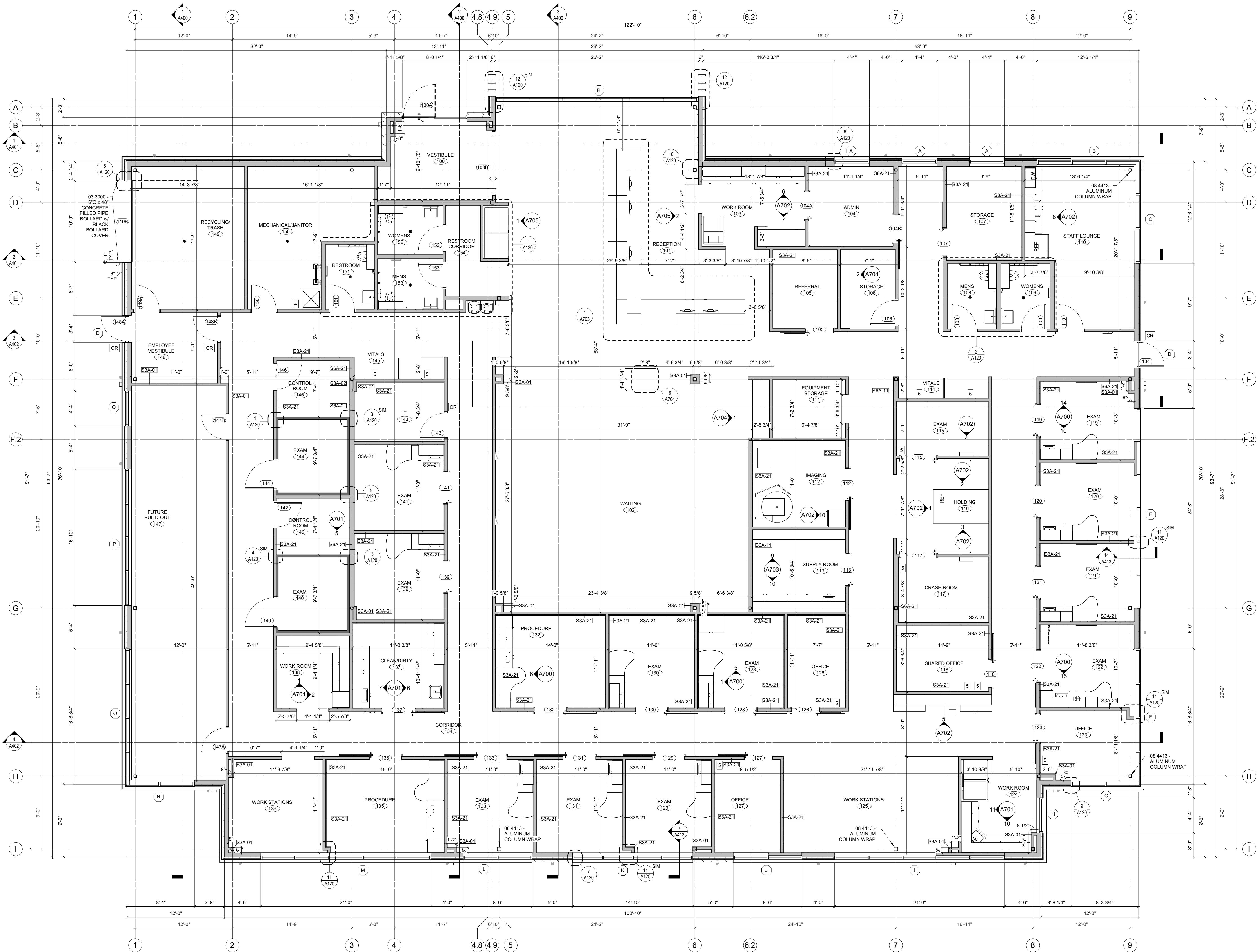
JOHN JOANIS DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

DRAWING SCALE: As indicated  
DRAWN BY: DM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

**FLOOR PLAN**

**A100**





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LEGEND

|                                 |                                                         |
|---------------------------------|---------------------------------------------------------|
| S6A-11                          | WALL TAG: SHEE SHEET A150 FOR WALL TYPES                |
| X                               | WINDOW TAG: SEE A801 FOR OPENING DETAILS AND ELEVATIONS |
| 000                             | DOOR TAG: SEE SHEET A800 FOR DOOR SCHEDULE              |
| RECESSED FIRE EXTINGUISHER      |                                                         |
| SURFACE MOUNT FIRE EXTINGUISHER |                                                         |
| #                               | GENERAL NOTE                                            |
| CR                              | CARD READER                                             |

GENERAL NOTES

|   |                                                                      |
|---|----------------------------------------------------------------------|
| 1 | SEE SHEET G000 FOR STANDARD ABBREVIATIONS                            |
| 2 | SEE SHEET G002 FOR ACCESSORY MOUNTING INFORMATION                    |
| 3 | ALL INTERIOR WALLS TO BE S3A-11 U.N.O.                               |
| 4 | PROVIDE UTILITY MOP HOLDER - SEE A1 ON ACCESSORY SCHEDULE SHEET A120 |
| 5 | PROVIDE COAT HOOK - SEE A2 ON ACCESSORY SCHEDULE SHEET A120          |



1 PHASE 2 EXPANSION  
1/8" = 1'-0"

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

JOHN JOANIS  
DRIVE LLC

5509 VERN HOLMES DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

DRAWING SCALE: As indicated  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

PHASE 2  
EXPANSION PLAN

A101



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ROOF LEGEND

|  |                                                           |
|--|-----------------------------------------------------------|
|  | 07 5400-<br>TAPERED EPS<br>INSULATION                     |
|  | 22 1426-<br>ROOF DRAIN w/<br>OVERFLOW                     |
|  | OVERFLOW NOZZLE                                           |
|  | OVERFLOW LEADER                                           |
|  | ROOF SLOPE                                                |
|  | 07 5400-<br>INSTALL INSULATION IN<br>ACOUSTIC DECK FLUTES |

GENERAL NOTES

|   |                                                                      |
|---|----------------------------------------------------------------------|
| 1 | SEE SHEET G000 FOR STANDARD ABBREVIATIONS                            |
| 2 | SEE SHEET G002 FOR ACCESSORY MOUNTING INFORMATION                    |
| 3 | ALL INTERIOR WALLS TO BE S3A-11 U.N.O.                               |
| 4 | PROVIDE UTILITY MOP HOLDER - SEE A1 ON ACCESSORY SCHEDULE SHEET A120 |
| 5 | PROVIDE COAT HOOK - SEE A2 ON ACCESSORY SCHEDULE SHEET A120          |

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

JOHN JOANIS  
DRIVE LLC

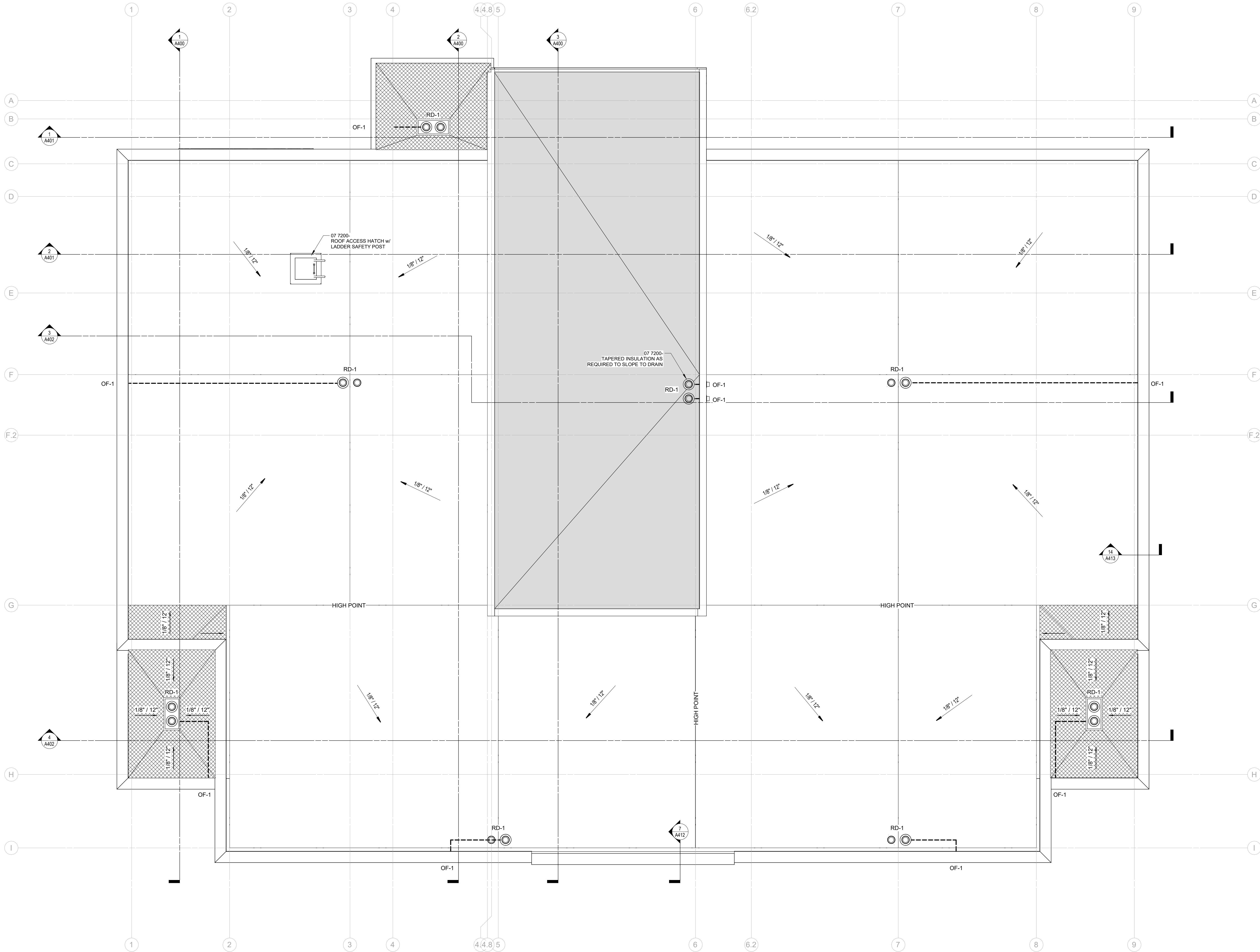
JOHN JOANIS DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
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DRAWING SCALE: As indicated  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

ROOF PLAN

A102





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| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

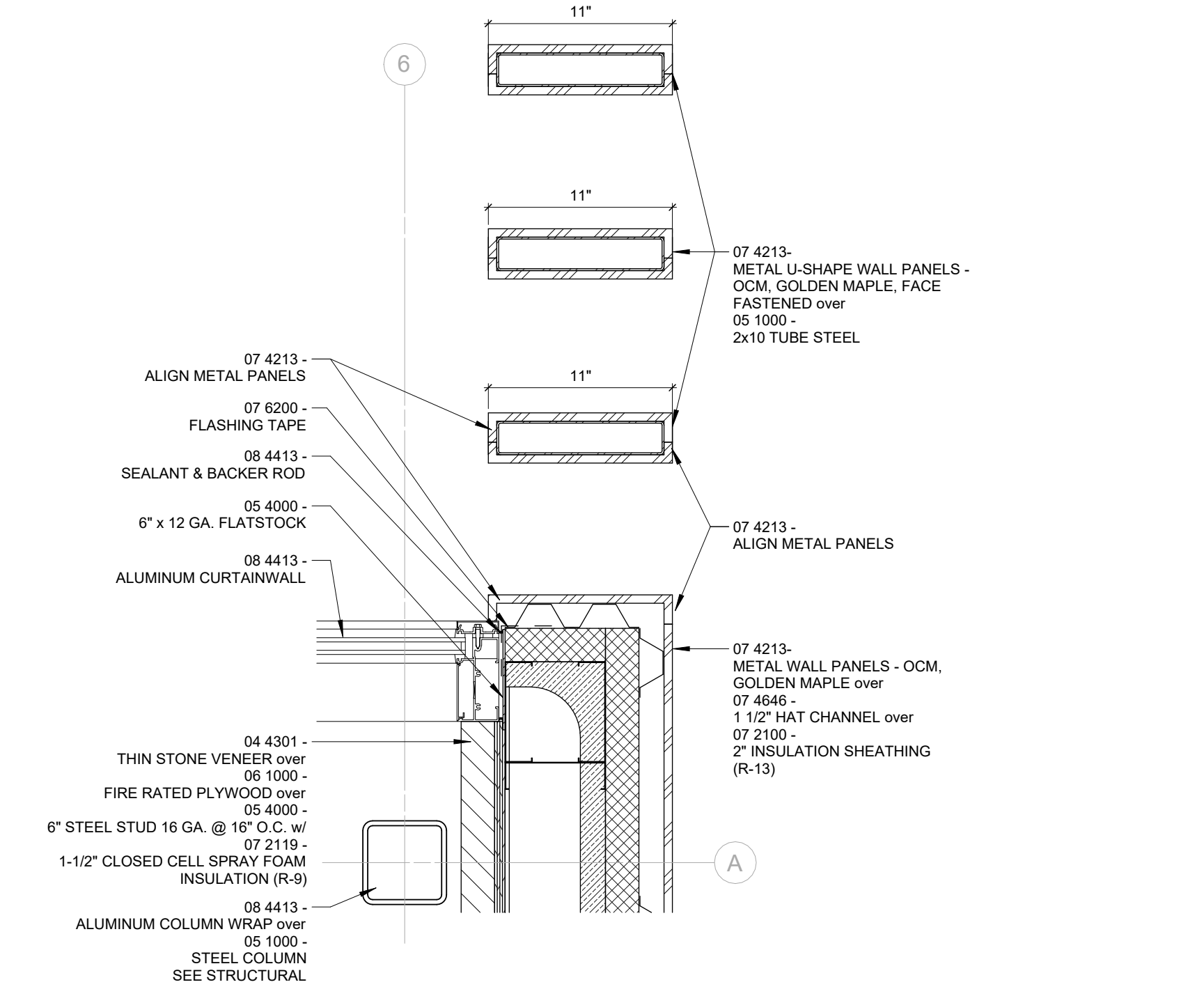
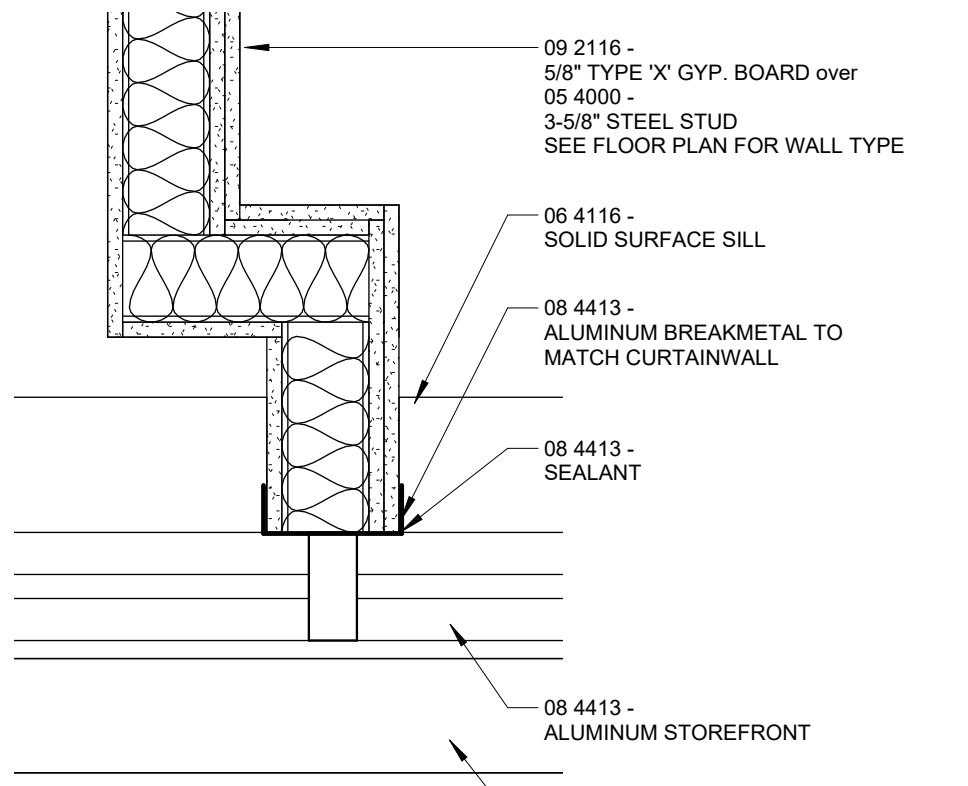
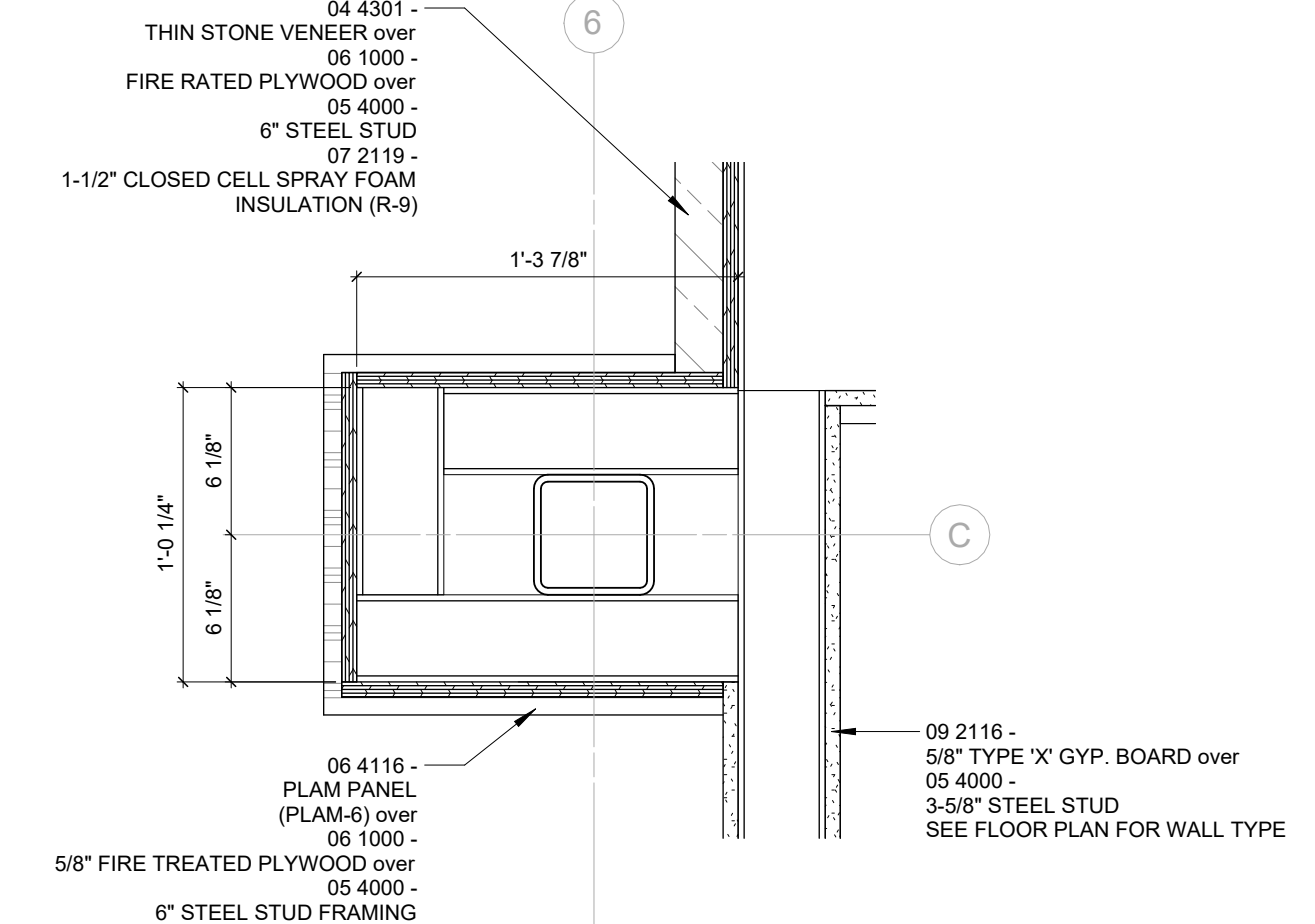
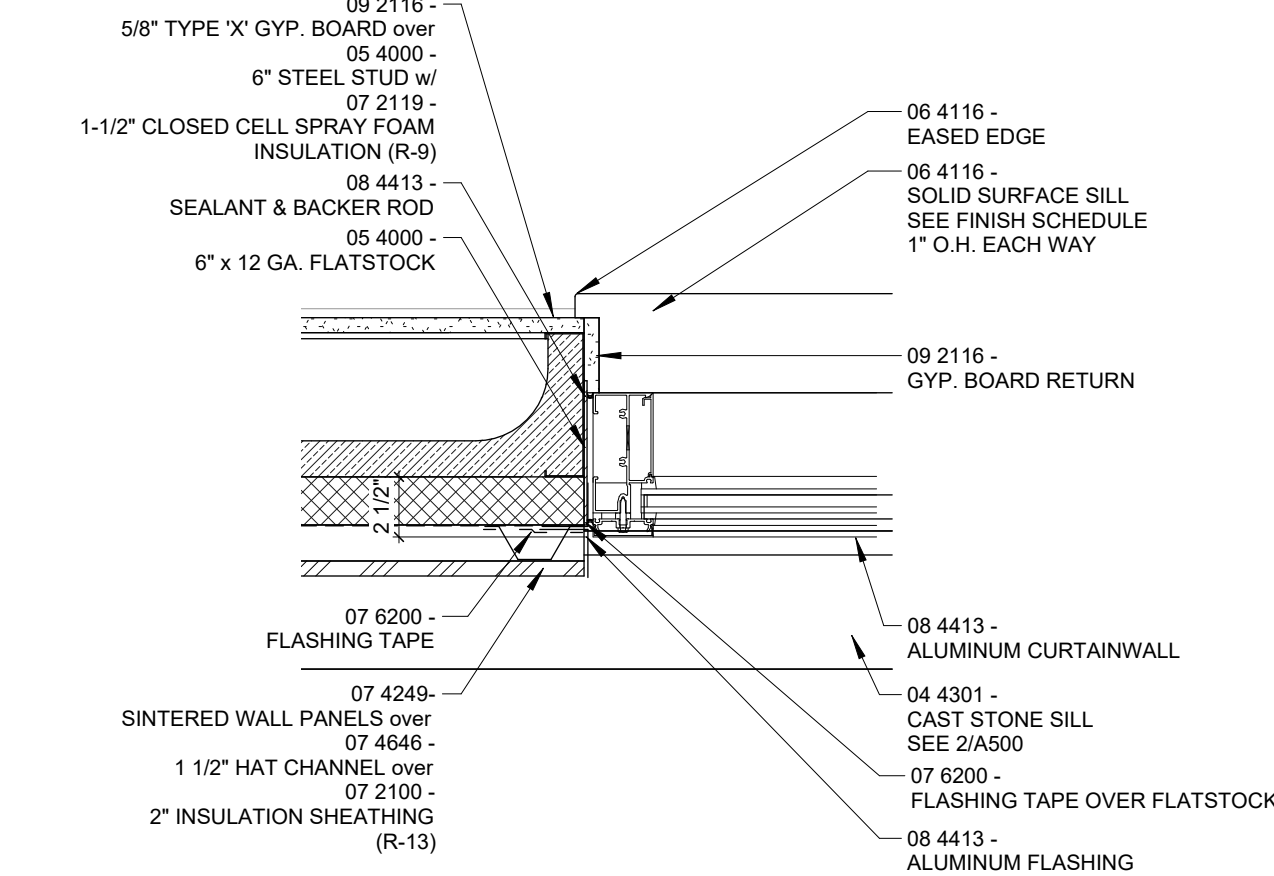
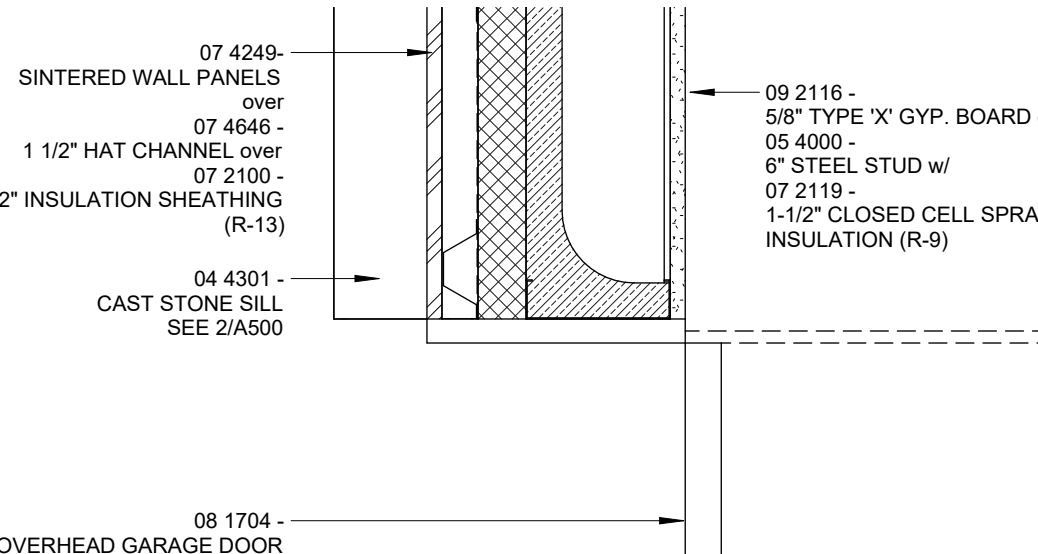
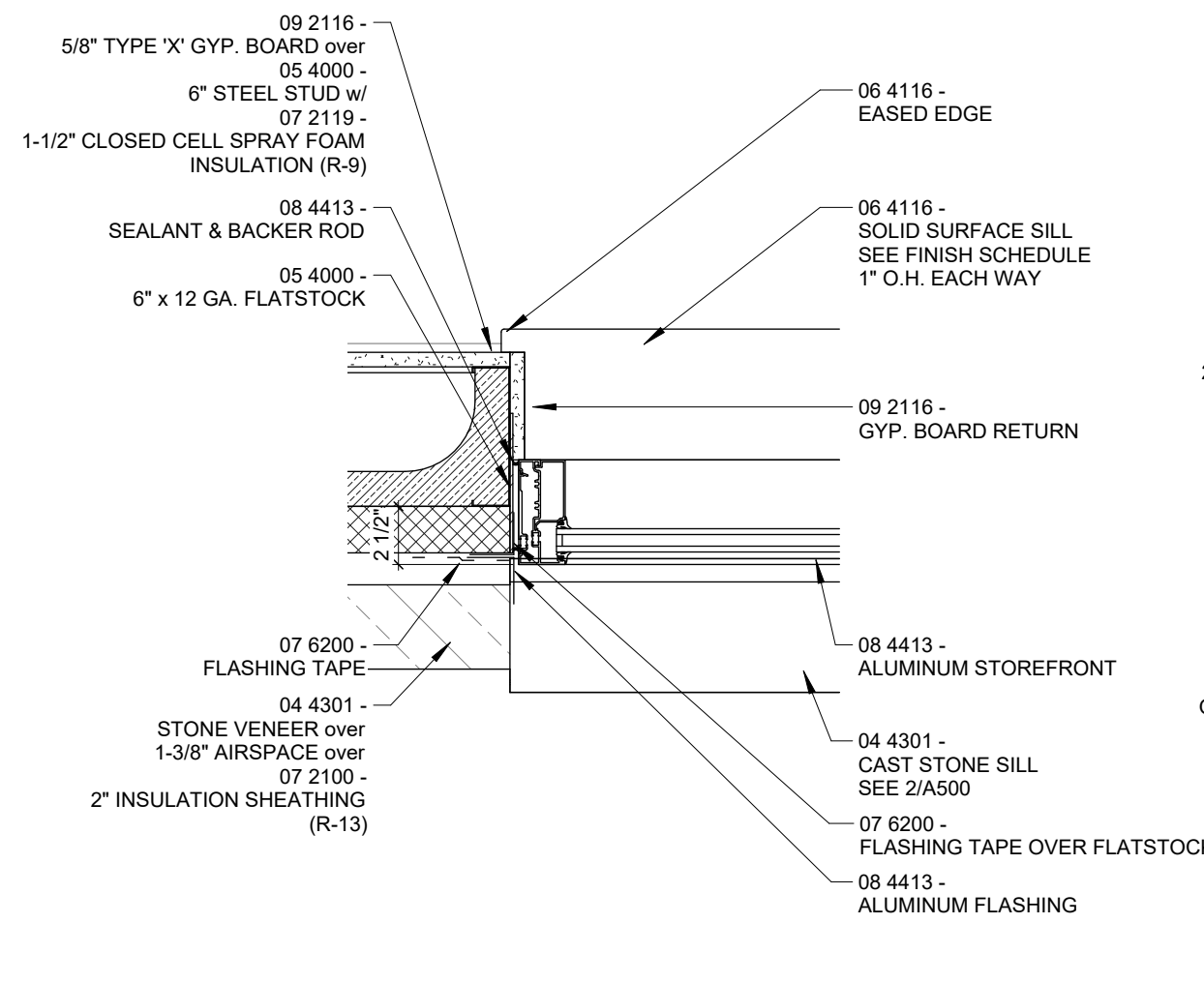
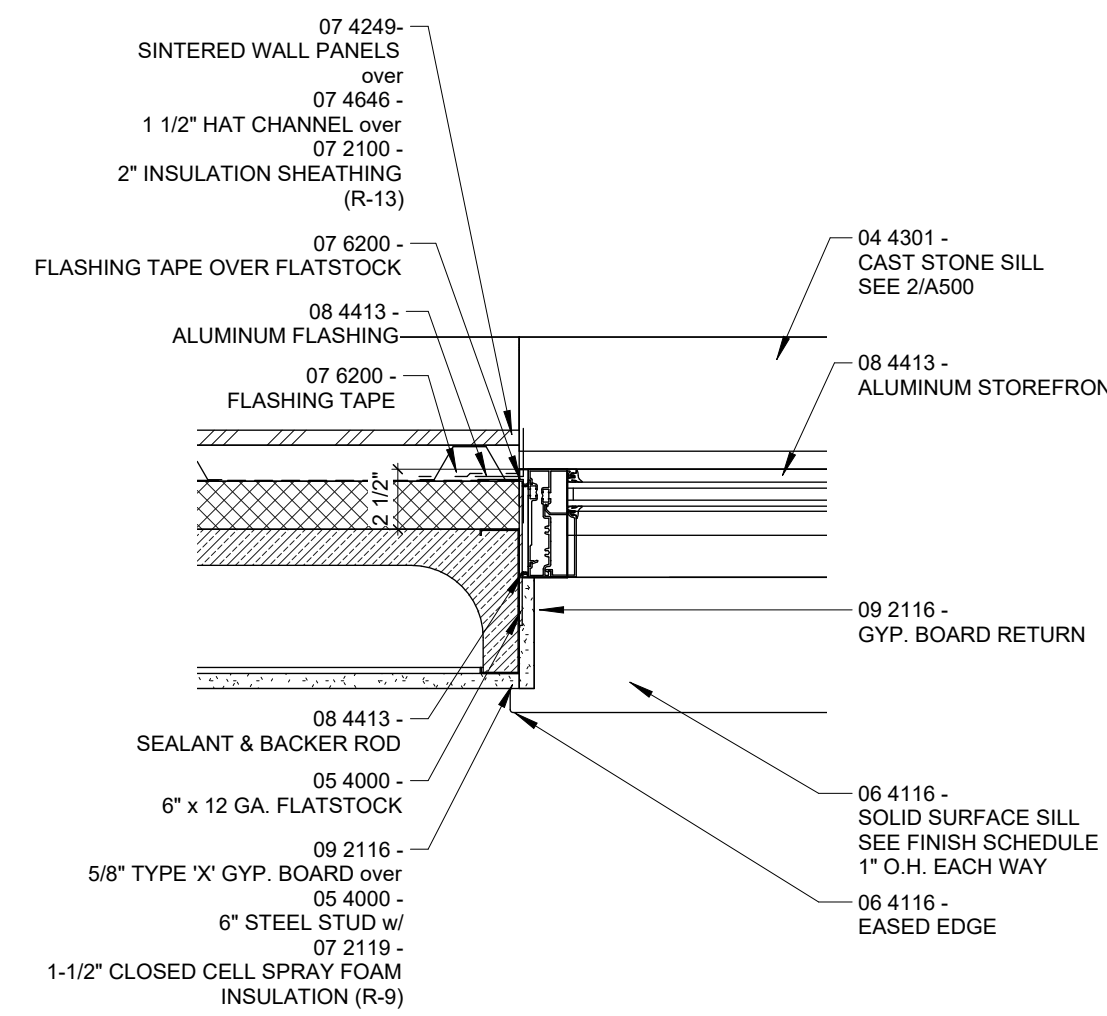
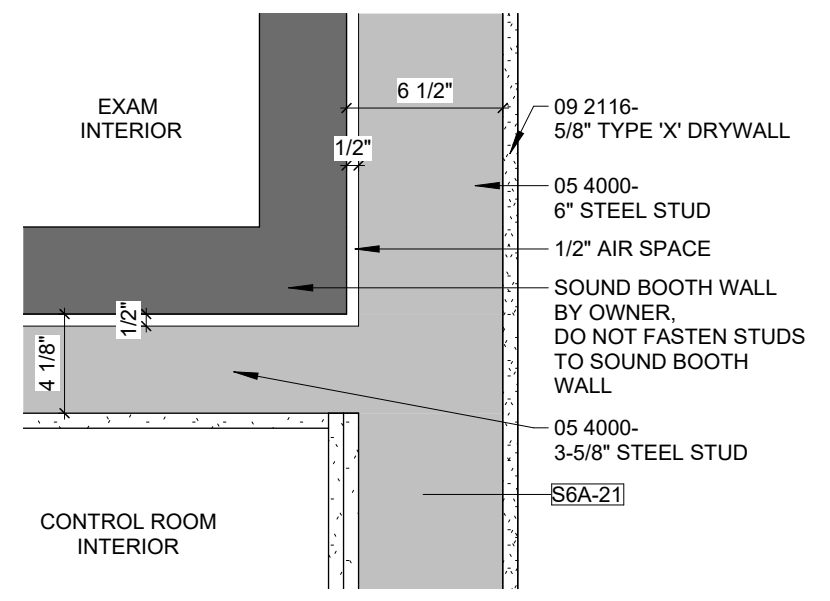
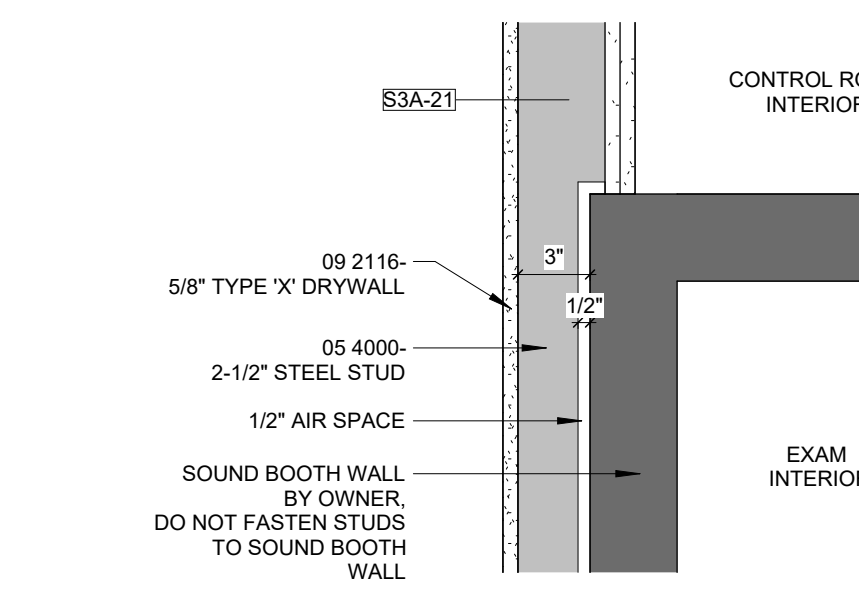
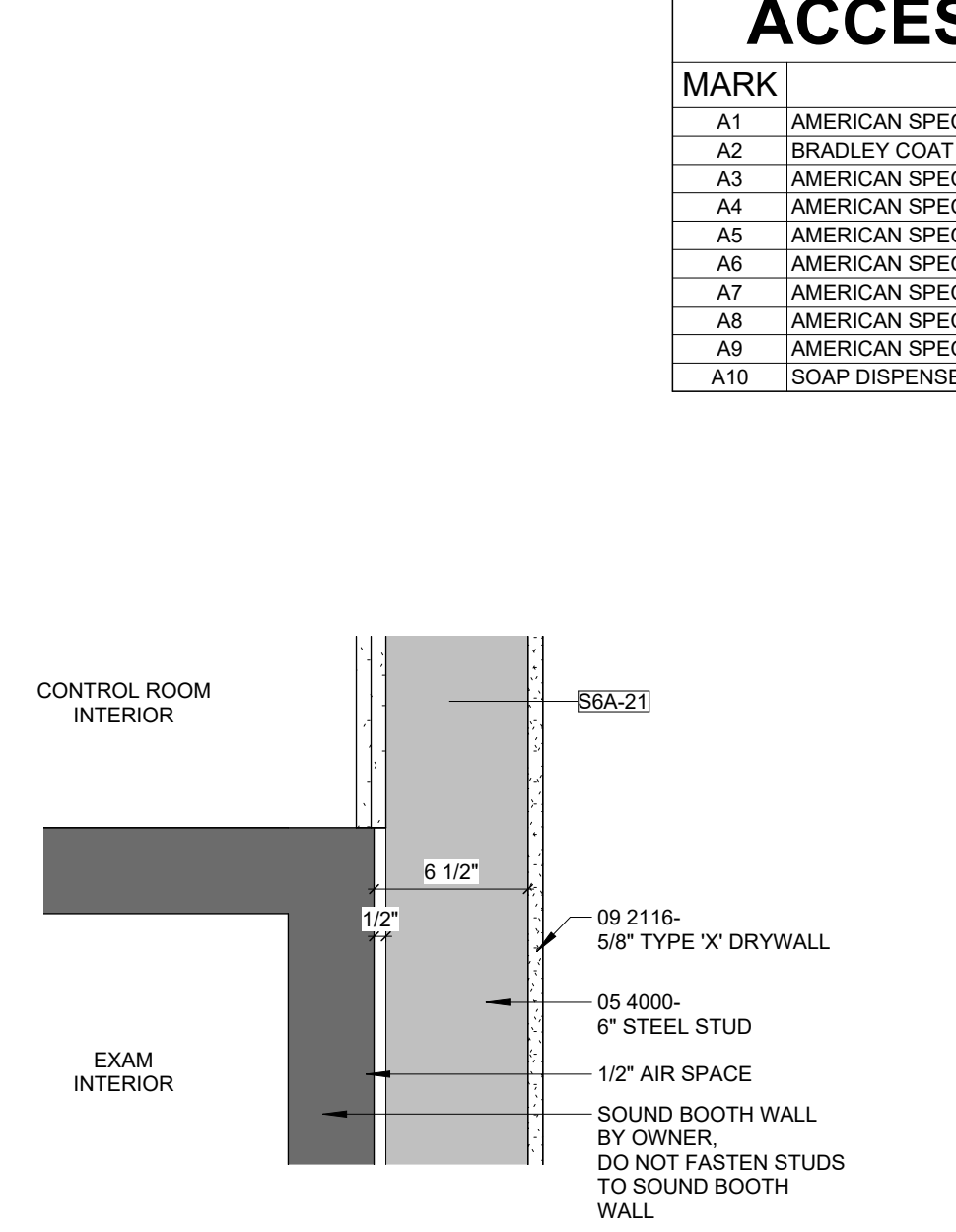
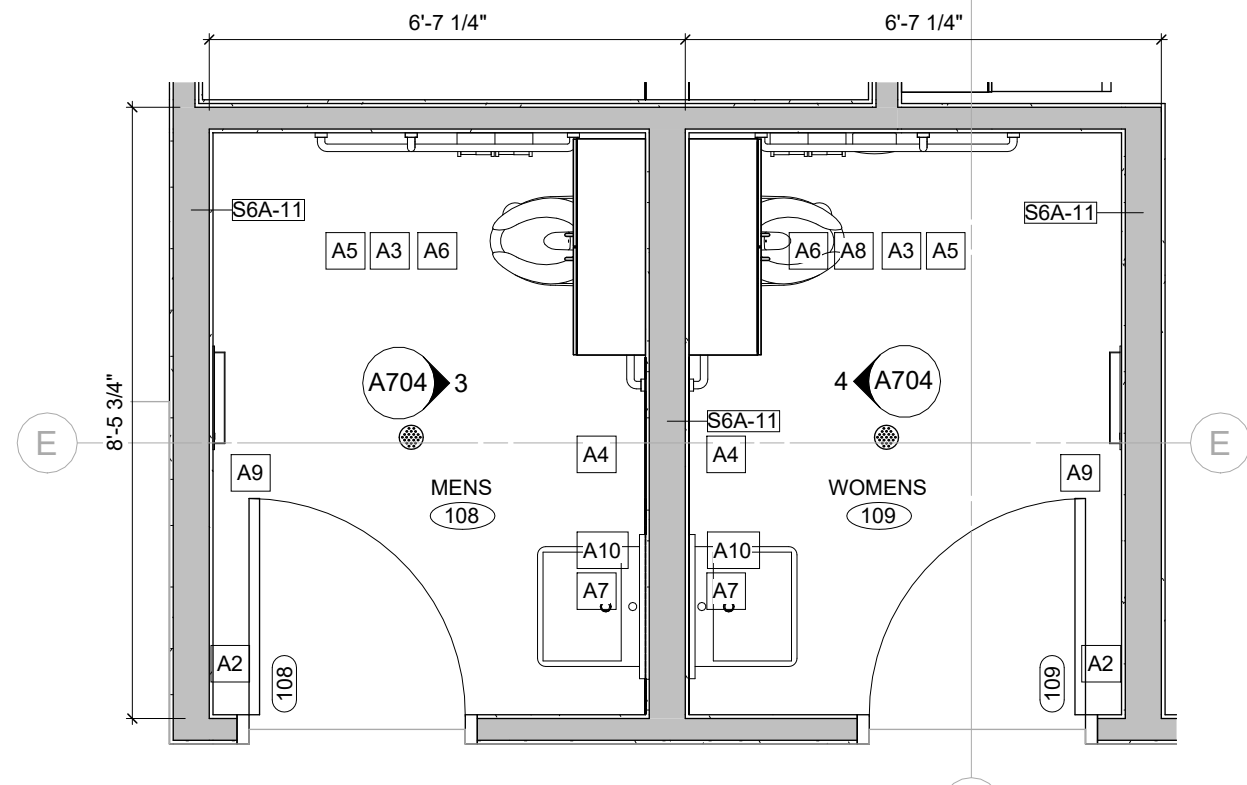
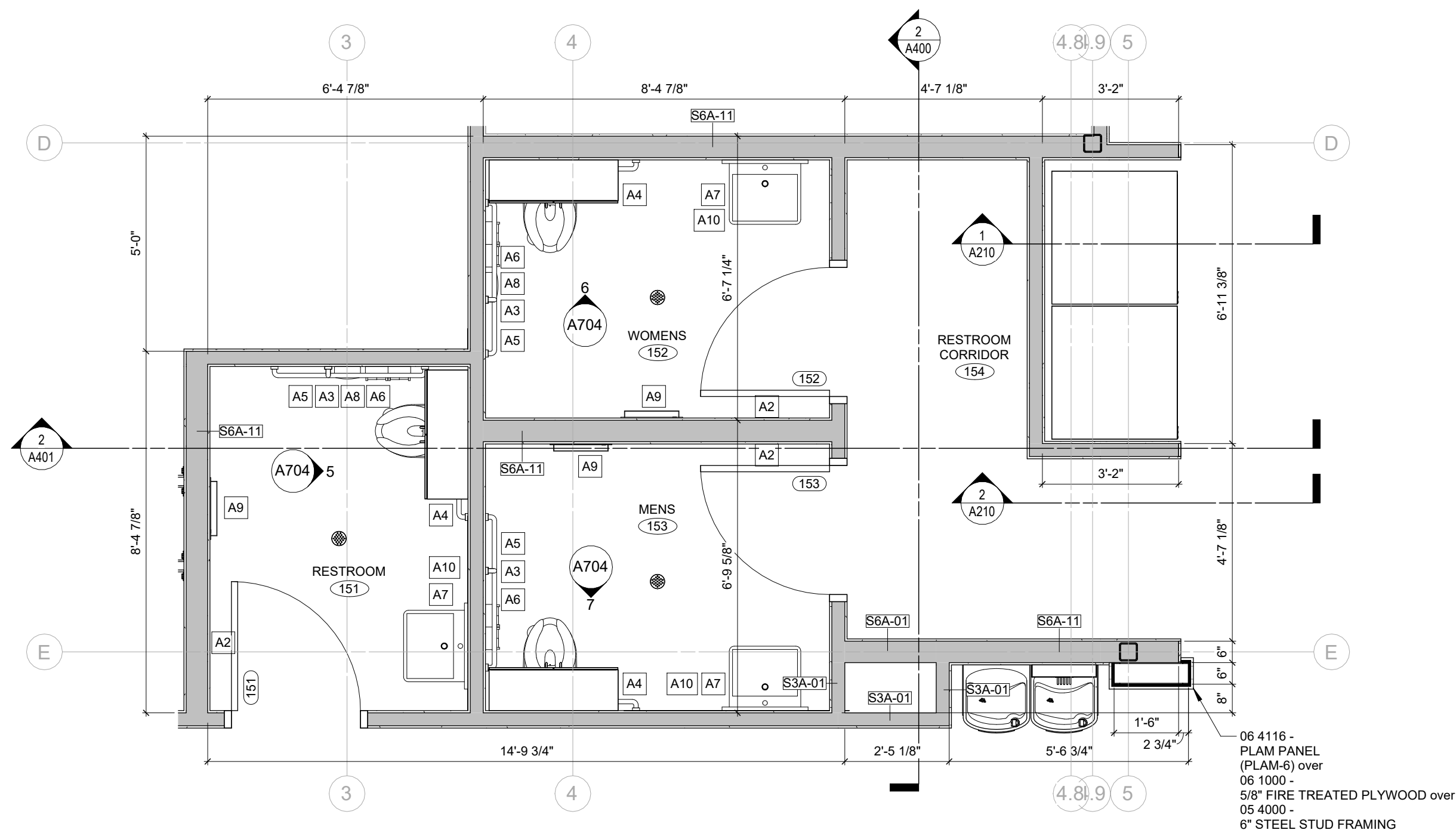
JOHN JOANIS  
DRIVE LLC

JOHN JOANIS DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
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DRAWING SCALE: 3/16" = 1'-0"  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041





| ACCESSORY SCHEDULE |                                                                   |
|--------------------|-------------------------------------------------------------------|
| MARK               | DESCRIPTION                                                       |
| A1                 | AMERICAN SPECIALTIES MOP & BROOM HOLDER 8215-4                    |
| A2                 | BRADLEY COAT HOOK 9B1-1100                                        |
| A3                 | AMERICAN SPECIALTIES 18" GRAB BAR 3701-18                         |
| A4                 | AMERICAN SPECIALTIES 36" GRAB BAR 3701-36                         |
| A5                 | AMERICAN SPECIALTIES 42" GRAB BAR 3701-42                         |
| A6                 | AMERICAN SPECIALTIES TOILET TISSUE HOLDER 74022-HBSM              |
| A7                 | AMERICAN SPECIALTIES MIRROR 0600-2436                             |
| A8                 | AMERICAN SPECIALTIES SANITARY NAPKIN DISPOSAL 20852               |
| A9                 | AMERICAN SPECIALTIES PAPER TOWEL DISPENSER & WASTE REC. 04692AC-6 |
| A10                | SOAP DISPENSER BY OWNER                                           |

**GHIDORZI**

DESIGN | BUILD | DEVELOP

2100 STEWART AVENUE WAUSAU, WI 54401  
PHONE: (715)845-7282 FAX: (715)845-8896

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| LEGEND |                                                         |
|--------|---------------------------------------------------------|
| S6A-11 | WALL TAG: SHEE SHEET A150 FOR WALL TYPES                |
| (X)    | WINDOW TAG: SEE A801 FOR OPENING DETAILS AND ELEVATIONS |
| (000)  | DOOR TAG: SEE SHEET A800 FOR DOOR SCHEDULE              |
|        | RECESSED FIRE EXTINGUISHER                              |
|        | SURFACE MOUNT FIRE EXTINGUISHER                         |
| #      | GENERAL NOTE                                            |
| CR     | CARD READER                                             |

| GENERAL NOTES |                                                                      |
|---------------|----------------------------------------------------------------------|
| 1             | SEE SHEET G000 FOR STANDARD ABBREVIATIONS                            |
| 2             | SEE SHEET G002 FOR ACCESSORY MOUNTING INFORMATION                    |
| 3             | ALL INTERIOR WALLS TO BE S3A-11 U.N.O.                               |
| 4             | PROVIDE UTILITY MOP HOLDER - SEE A1 ON ACCESSORY SCHEDULE SHEET A120 |
| 5             | PROVIDE COAT HOOK - SEE A2 ON ACCESSORY SCHEDULE SHEET A120          |

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

**JOHN JOANIS DRIVE LLC**

JOHN JOANIS DR  
STEVENS POINT, WI 54482

ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

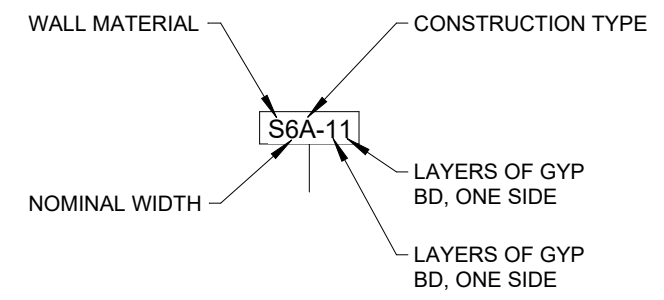
DRAWING SCALE: As indicated  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

**ENLARGED PLAN VIEWS & DETAILS**

**A120**



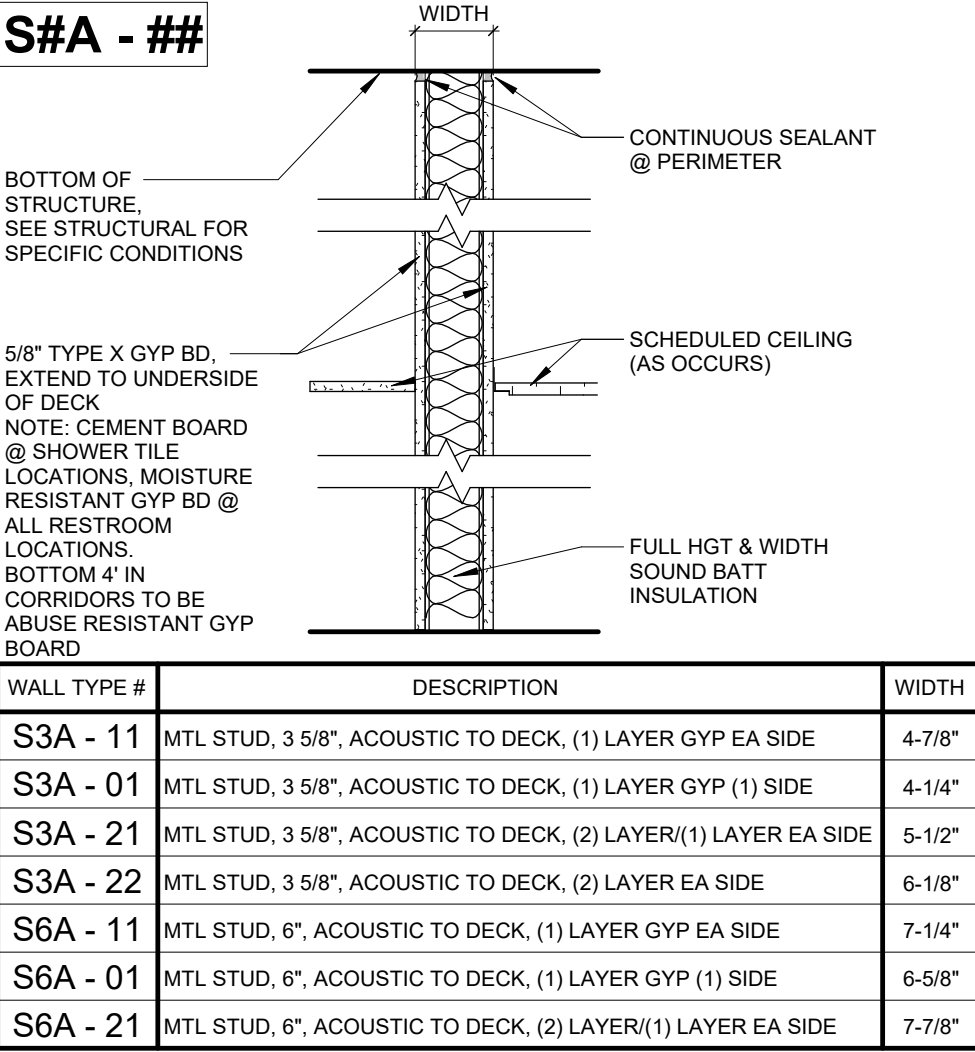
WALL TAG LEGEND



SHEET NOTES - WALL TYPES

- 1 REFER TO LIFE SAFETY SHEETS -G001 - G002> FOR WALL RATINGS, LOCATIONS AND REQUIREMENTS.
- 2 MAINTAIN RATED WALL ASSEMBLIES BEHIND PREFABRICATED SHOWER / BATH ENCLOSURES AT RATED WALL LOCATIONS.
- 3 PROVIDE MOISTURE AND MOLD RESISTANT GYP BD ON WALLS AT ALL WET LOCATIONS INCLUDING BUT NOT LIMITED TO TOILET ROOMS, JANITOR CLOSETS, MECHANICAL ROOMS, DRINKING FOUNTAINS, SINKS AND LAVATORIES AT CASEWORK AND EYEWASHES.
- 4 REPLACE GYP BD LAYER WITH CEMENTITIOUS BACKER BOARD WHERE WALLS ARE SCHEDULED TO RECEIVE CERAMIC TILE OR SOLID SURFACE WALL CLADDING.
- 5 SEAL ALL PENETRATIONS AND OPENINGS INCLUDING WALL PERIMETER AT SOUND RATED WALLS.
- 6 PROVIDE FIRE STOP SYSTEMS AT ALL PENETRATIONS AND OPENINGS THROUGH RATED WALL ASSEMBLIES TO MAINTAIN THE INTEGRITY OF CONSTRUCTION WITH UL LISTING.
- 7 PROVIDE ABUSE RESISTANT DRYWALL AT TRASH/RECYCLING.

S#A - ##



| WALL TYPE # | DESCRIPTION                                                    | WIDTH  |
|-------------|----------------------------------------------------------------|--------|
| S3A - 11    | MTL STUD, 3 5/8", ACOUSTIC TO DECK, (1) LAYER GYP EA SIDE      | 4-7/8" |
| S3A - 01    | MTL STUD, 3 5/8", ACOUSTIC TO DECK, (1) LAYER GYP (1) SIDE     | 4-1/4" |
| S3A - 21    | MTL STUD, 3 5/8", ACOUSTIC TO DECK, (2) LAYER(1) LAYER EA SIDE | 5-1/2" |
| S3A - 22    | MTL STUD, 3 5/8", ACOUSTIC TO DECK, (2) LAYER EA SIDE          | 6-1/8" |
| S6A - 11    | MTL STUD, 6", ACOUSTIC TO DECK, (1) LAYER GYP EA SIDE          | 7-1/4" |
| S6A - 01    | MTL STUD, 6", ACOUSTIC TO DECK, (1) LAYER GYP (1) SIDE         | 6-5/8" |
| S6A - 21    | MTL STUD, 6", ACOUSTIC TO DECK, (2) LAYER(1) LAYER EA SIDE     | 7-7/8" |



DESIGN | BUILD | DEVELOP

2100 STEWART AVENUE WAUSAU, WI 54401  
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| REVISION SCHEDULE |      |             |

JOHN JOANIS  
DRIVE LLC

JOHN JOANIS DR  
STEVENS POINT, WI 54482

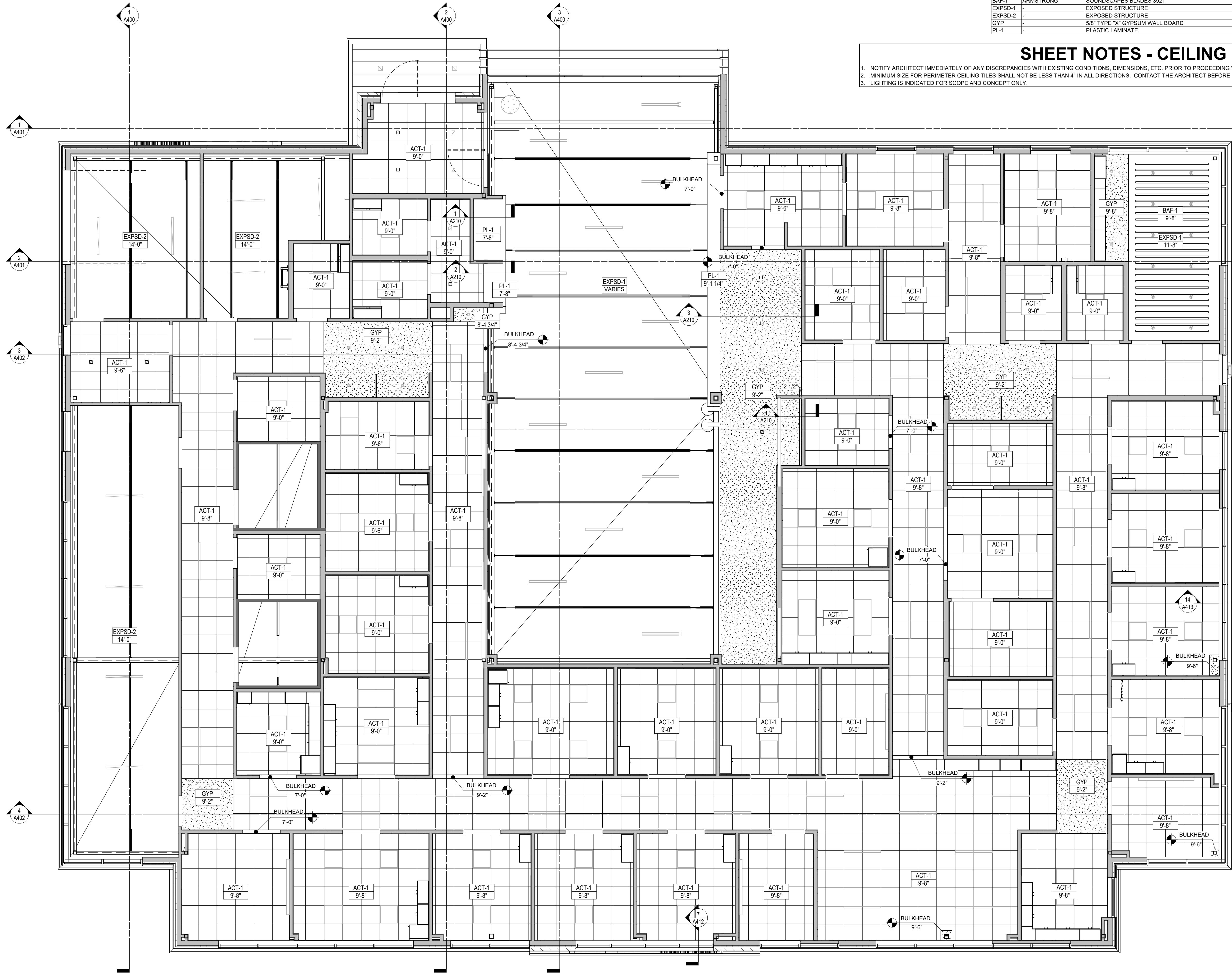
ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

DRAWING SCALE: As indicated  
DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

WALL TYPES

A150





| CEILING SCHEDULE |              |                                 |            |                |
|------------------|--------------|---------------------------------|------------|----------------|
| Type             | Manufacturer | Description                     | Grid Width | Notes          |
| ACT-1            | ARMSTRONG    | ULTIMA - REGULAR 1912           | 9/16"      |                |
| BAF-1            | ARMSTRONG    | SOUNDSCAPES BLADES 3921         |            |                |
| EXPSD-1          | -            | EXPOSED STRUCTURE               | -          | PAINTED (PT-3) |
| EXPSD-2          | -            | EXPOSED STRUCTURE               | -          | NOT PAINTED    |
| GYP              | -            | 5/8" TYPE "X" GYPSUM WALL BOARD | -          | PAINTED (PT-1) |
| PL-1             | -            | PLASTIC LAMINATE                | -          | PLAM-6         |

- SHEET NOTES - CEILING PLAN**
1. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES WITH EXISTING CONDITIONS, DIMENSIONS, ETC. PRIOR TO PROCEEDING WITH WORK.
  2. MINIMUM SIZE FOR PERIMETER CEILING TILES SHALL NOT BE LESS THAN 4" IN ALL DIRECTIONS. CONTACT THE ARCHITECT BEFORE INSTALLATION WHERE EXISTING CONDITIONS MAY PRECLUDE THIS 4" MINIMUM.
  3. LIGHTING IS INDICATED FOR SCOPE AND CONCEPT ONLY.

GHIDORZI

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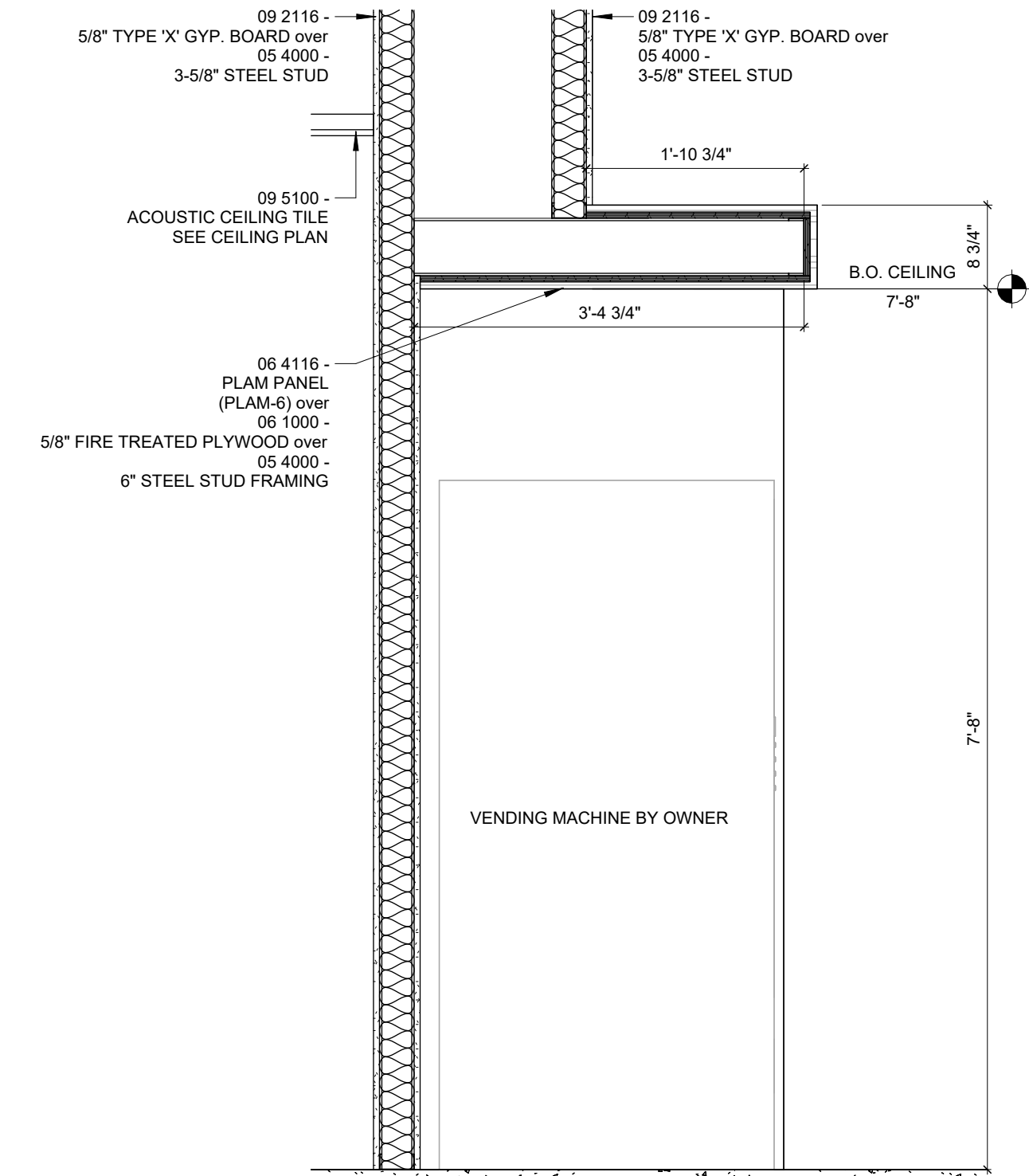
ARCHITECT OF RECORD: Brian D. Sharon  
REGISTRATION NO.: Number  
ADDRESS: 2100 STEWART AVE, WAUSAU, WI 54401  
PHONE: (715) 845-7282

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DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041



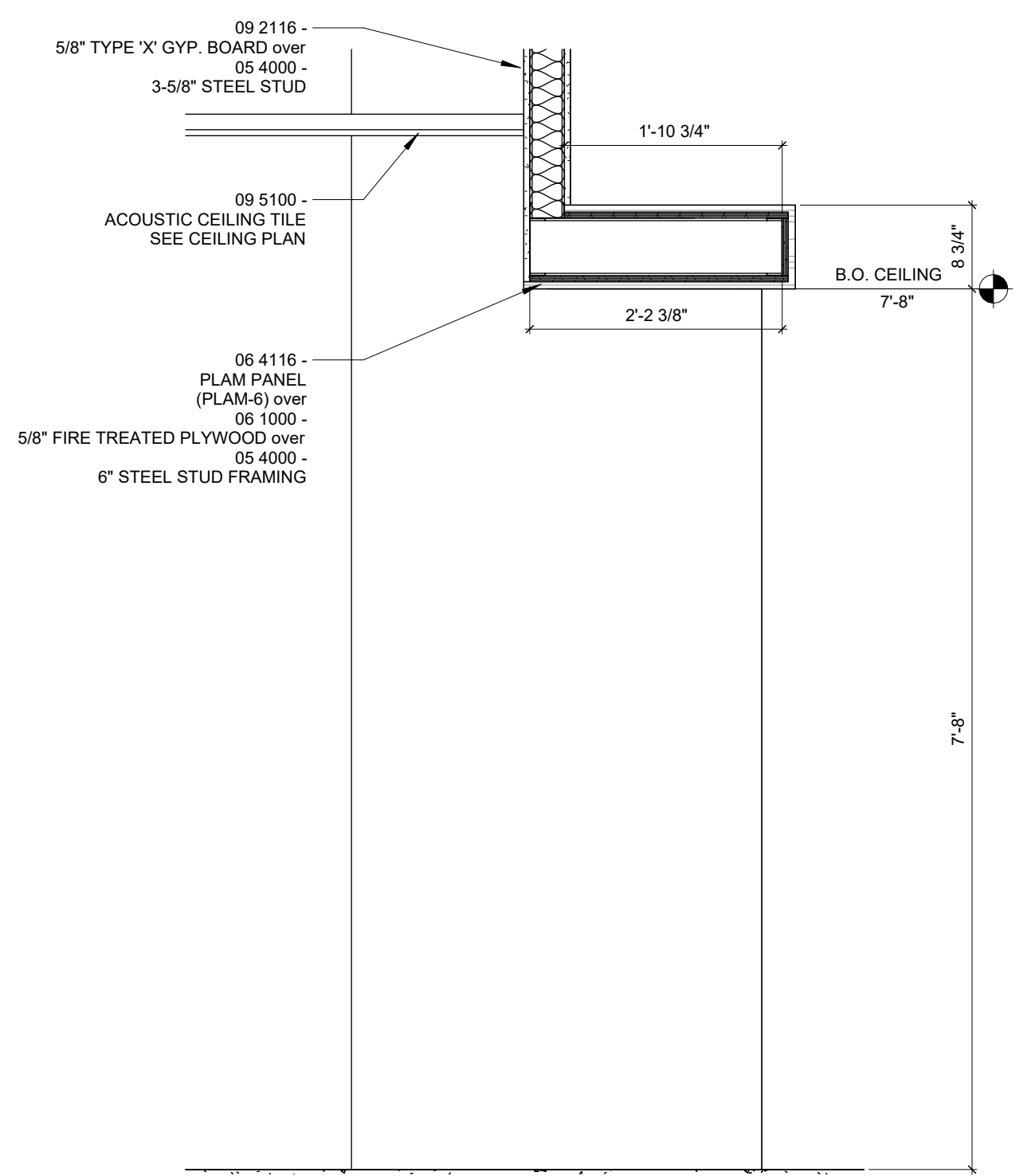
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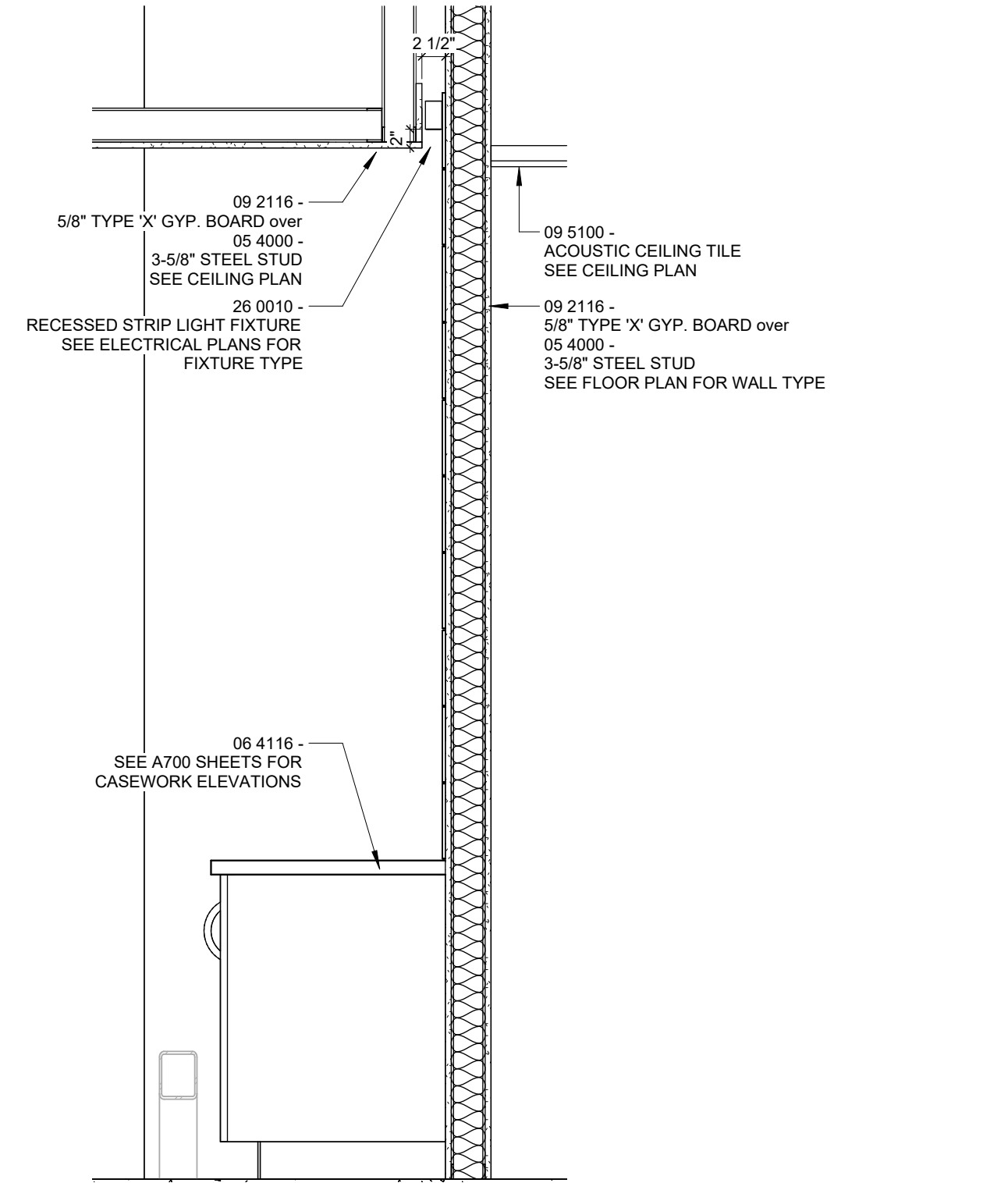
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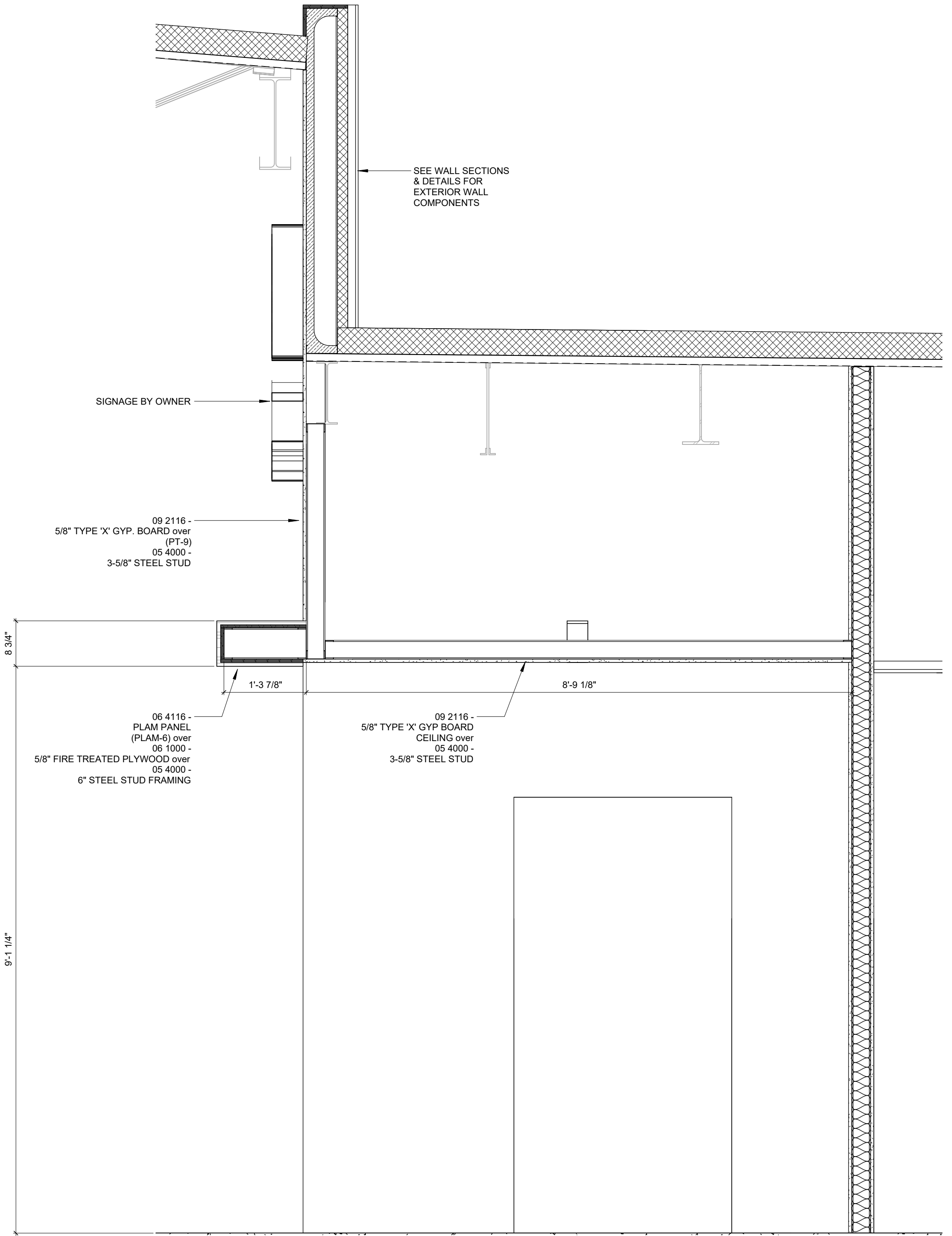
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4 SECTION @ COVE CEILING LIGHT

3/4" = 1'-0"



3 SECTION @ PLAM CEILING '3'

3/4" = 1'-0"

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

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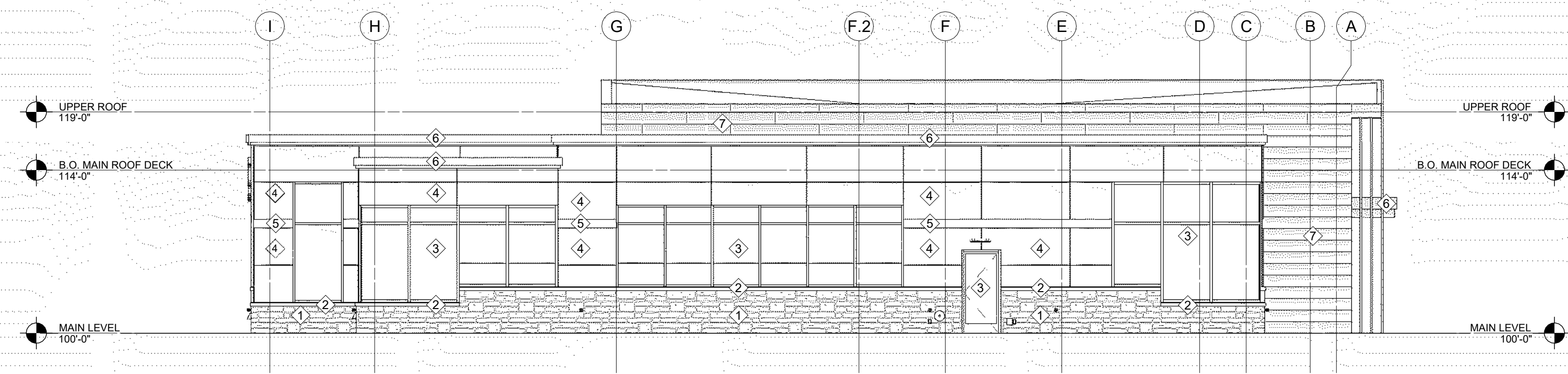
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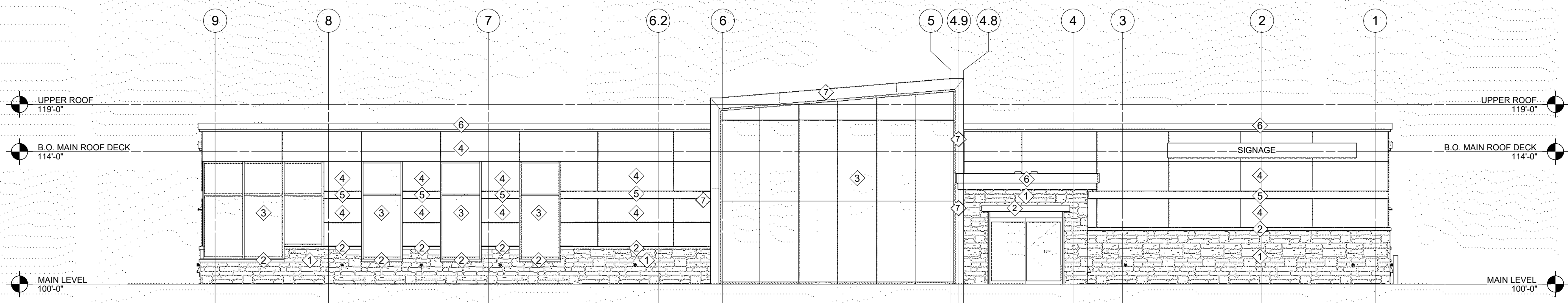
INTERIOR  
SECTIONS

A210

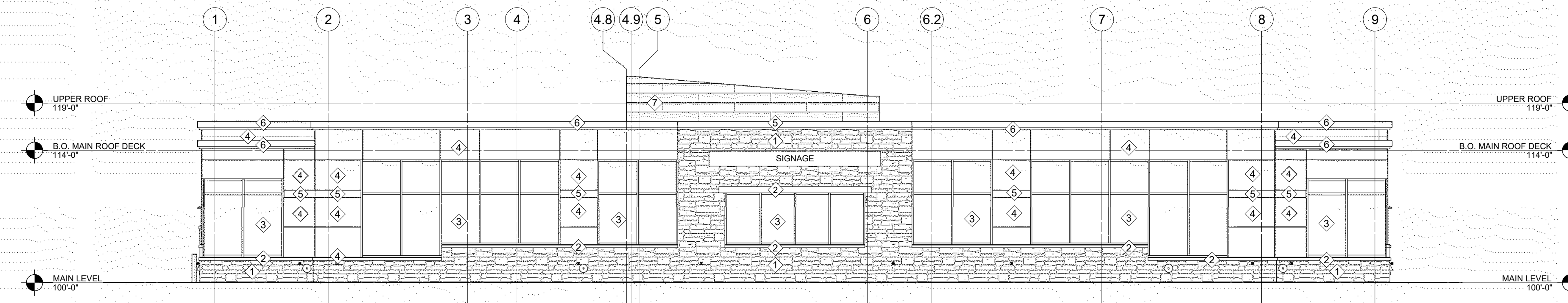




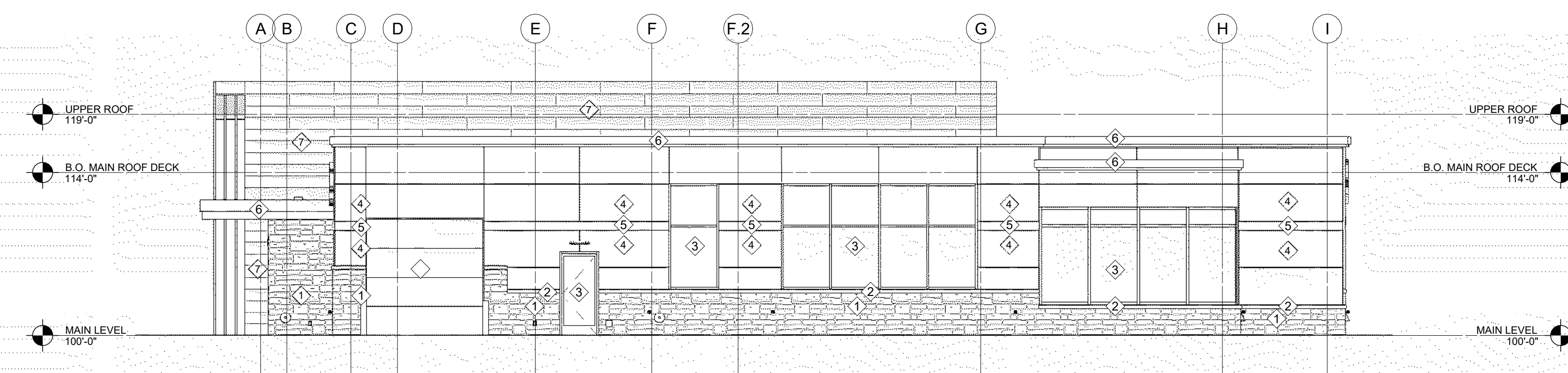
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1/8" = 1'-0"



2 NORTH ELEVATION  
1/8" = 1'-0"



3 SOUTH ELEVATION  
1/8" = 1'-0"



4 WEST ELEVATION  
1/8" = 1'-0"

## EXTERIOR MATERIALS

| TAG | DESCRIPTION                                                           |
|-----|-----------------------------------------------------------------------|
| 1   | 04 4301- STONE VENEER - BUECHEL STONE CORP. BUFF GRAY, TAILORED BLEND |
| 2   | 04 4301- CAST STONE - COLOR TBD BY ARCHITECT                          |
| 3   | 08 4413- ALUMINUM STOREFRONT/CURTAINWALL                              |
| 4   | 07 4249- SINTERED WALL PANELS                                         |
| 5   | 07 4249- ACCENT SINTERED WALL PANELS                                  |
| 6   | 07 4213- ACM PANEL - DARK BRONZE                                      |
| 7   | 07 4213- METAL WALL PANELS - OCM, GOLDEN MAPLE                        |
| 8   | SIGNAGE                                                               |

**GHIDORZI**

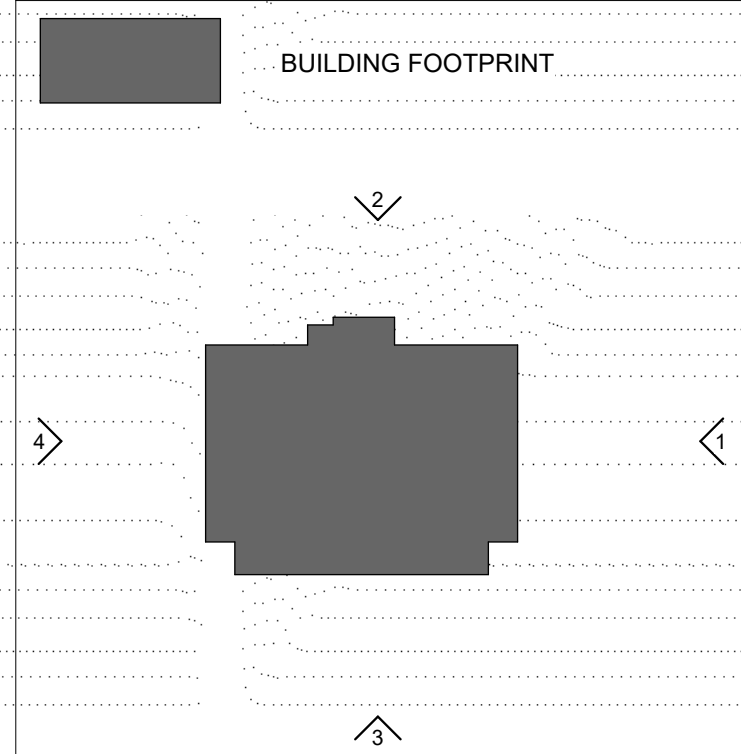
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### ELEVATION KEY



| ID                | DATE | DESCRIPTION |
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ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

**EXTERIOR  
ELEVATIONS**

**A300**



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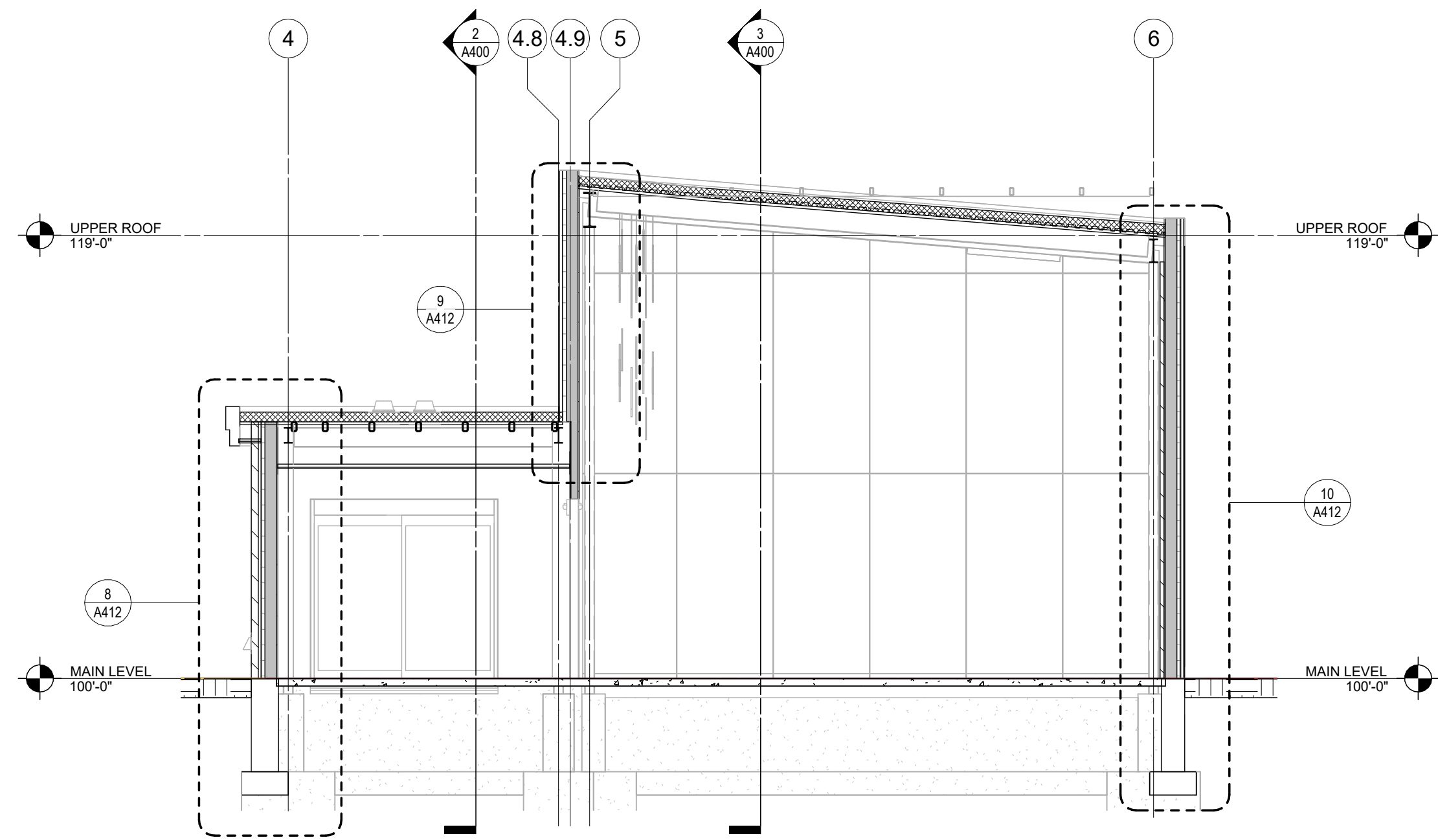


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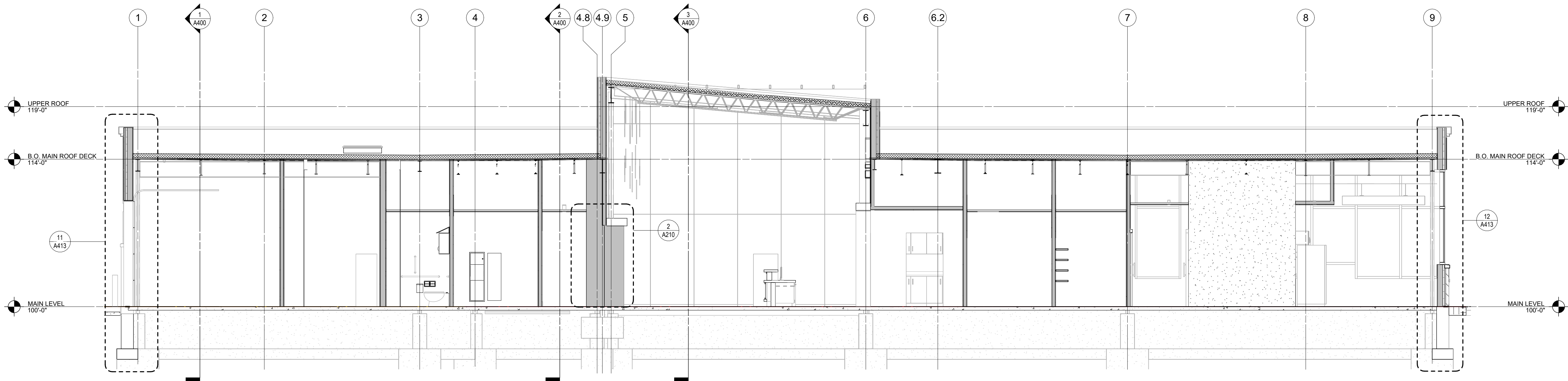
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1 EAST/WEST BUILDING SECTION '1'

3/16" = 1'-0"



2 EAST/WEST BUILDING SECTION '2'

3/16" = 1'-0"

| ID                | DATE | DESCRIPTION |
|-------------------|------|-------------|
| REVISION SCHEDULE |      |             |

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DRAWN BY: DMM  
ORIGINAL DATE: 7.30.24  
PROJECT NUMBER: 21.0041

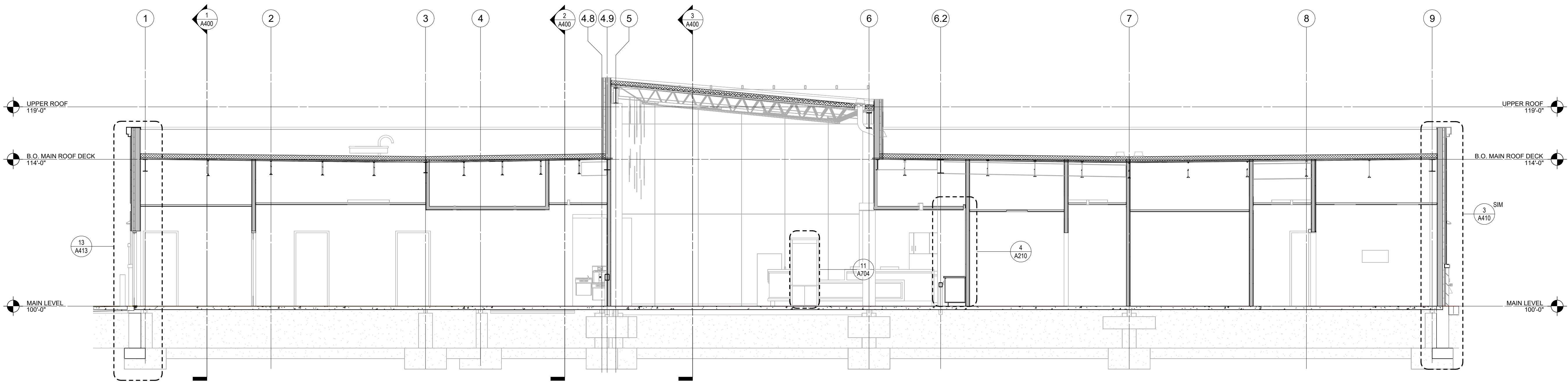
BUILDING  
SECTIONS

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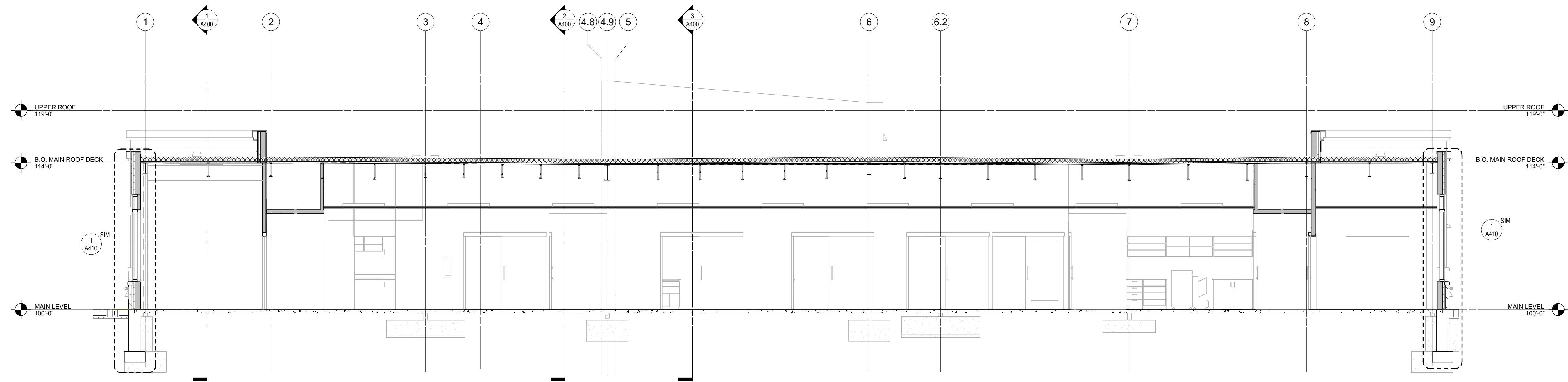


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**3** EAST/WEST BUILDING SECTION '3'  
3/16" = 1'-0"



**4** EAST/WEST BUILDING SECTION '4'  
3/16" = 1'-0"

| ID                | DATE | DESCRIPTION |
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**BUILDING  
SECTIONS**

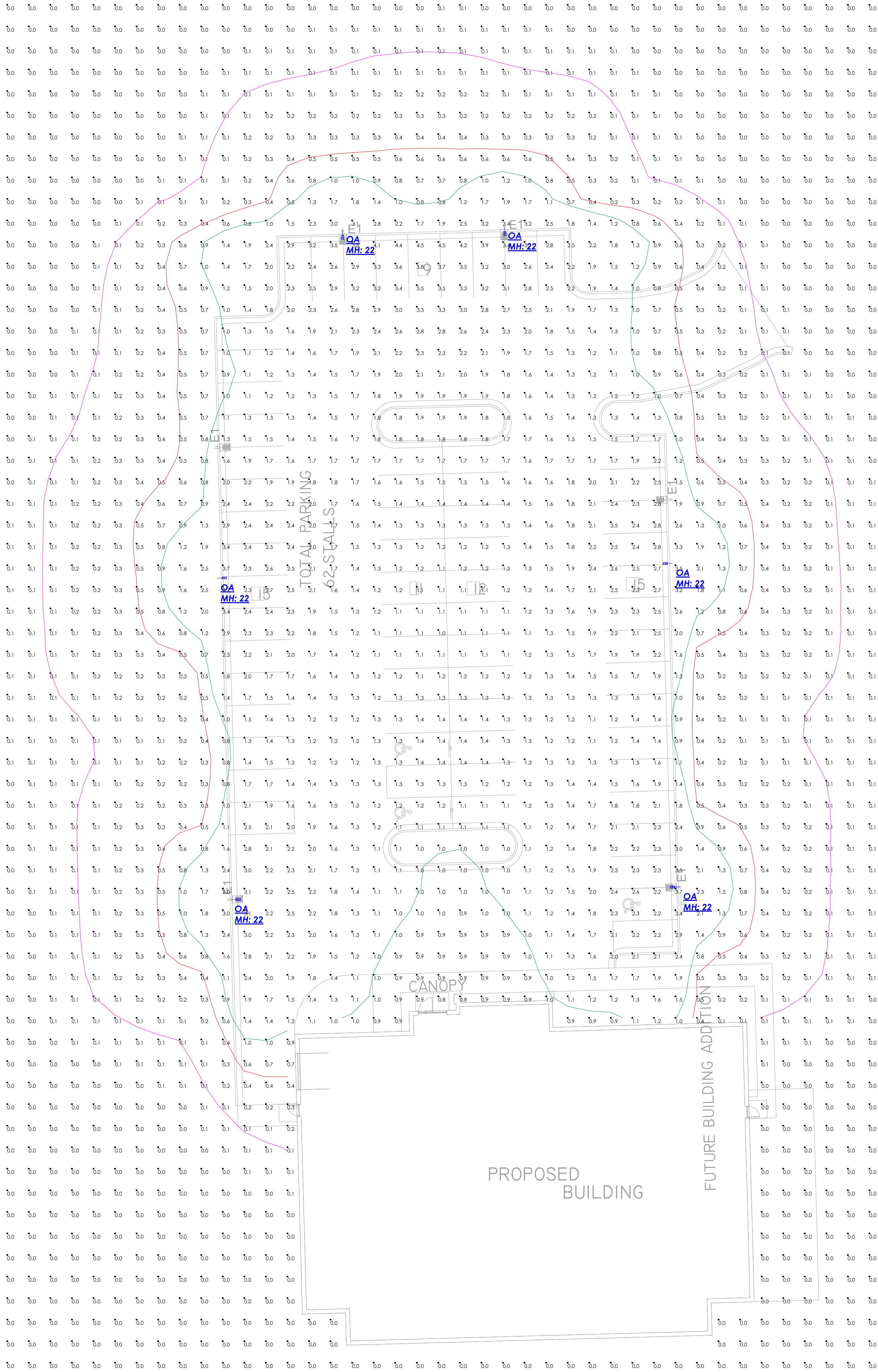
**A402**



1. Standard Reflectance of 80/50/20 unless noted otherwise  
2. Not a Construction Document, for Design purposes only  
3. Standard indoor calc points @ 30" A.F.F. unless noted otherwise  
4. Standard outdoor calc points @ Grade unless noted otherwise  
5. Egress calc points @ 0" A.F.F.  
6. Mlazgar Associates assumes no responsibility for installed light levels due to field conditions, etc.

| Calculation Summary |             |       |      |     |     |         |         |
|---------------------|-------------|-------|------|-----|-----|---------|---------|
| Label               | CalcType    | Units | Avg  | Max | Min | Avg/Min | Max/Min |
| SITE                | Illuminance | Fc    | 0.72 | 4.5 | 0.0 | N.A.    | N.A.    |

| Luminaire Schedule                                                                    |     |       |                                                            |                                                        |             |             |            |       |
|---------------------------------------------------------------------------------------|-----|-------|------------------------------------------------------------|--------------------------------------------------------|-------------|-------------|------------|-------|
| Symbol                                                                                | Qty | Label | Manufacturer                                               | Description                                            | Arrangement | Lum. Lumens | Lum. Watts | LLF   |
|  | 6   | OA    | COOPER LIGHTING SOLUTIONS - MCGRAW-EDISON (FORMERLY EATON) | GLEON-SA2B-740-U-T4FT-XX(FINISH) (20' POLE ON 2' BASE) | Single      | 11763       | 85         | 0.900 |



| #         | Date | Comments |
|-----------|------|----------|
| Revisions |      |          |





## MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: October 7, 2024

RE: **Presentation & Discussion on Draft Historic Preservation Plan**

-----

**Background:** Since December 2023, City staff have been working on the creation of the City's first citywide preservation plan. As Commissioners recall, a historic preservation plan is a long-range planning document that determines policies and procedures to protect and promote a community's historic resources. 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 the cultural resources element to address items such as incentives, education and tourism. 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.).

The creation of Stevens Point's Historic Preservation Plan began in December with archival research, data accumulation and one-on-one meetings with preservation stakeholders. Such efforts culminated into the public participatory phase of the planning process this past Spring, which consisted of several community meetings at Mid-State Technical College, a few walking tours of the city's historic neighborhoods, and a public survey. Feedback accumulated through this planning process have been integrated into the creation of the Historic Preservation Plan.

Enclosed in the agenda packet is the first draft of the Stevens Point Historic Preservation Plan. As shown in the Plan, the document provides an overview of existing preservation administration, the legal basis for preservation, Stevens Point's historic inventory and an analysis of Stevens Point's social and ethnic groups that have contributed to current

[www.stevenspoint.com](http://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.*

preservation initiatives. The 'meat' of the Plan is the 'Goals, Objectives & Policies' and 'Implementation Matrix' chapters, which highlights specific actions that our community can improve preservation initiatives within the following categories:

- Surveying Efforts & Priorities
- Local and National District Nominations
- Ordinance Amendments
- Zoning & Development
- Financial Assistance
- Tourism
- Sense of Place
- Education & Advocacy

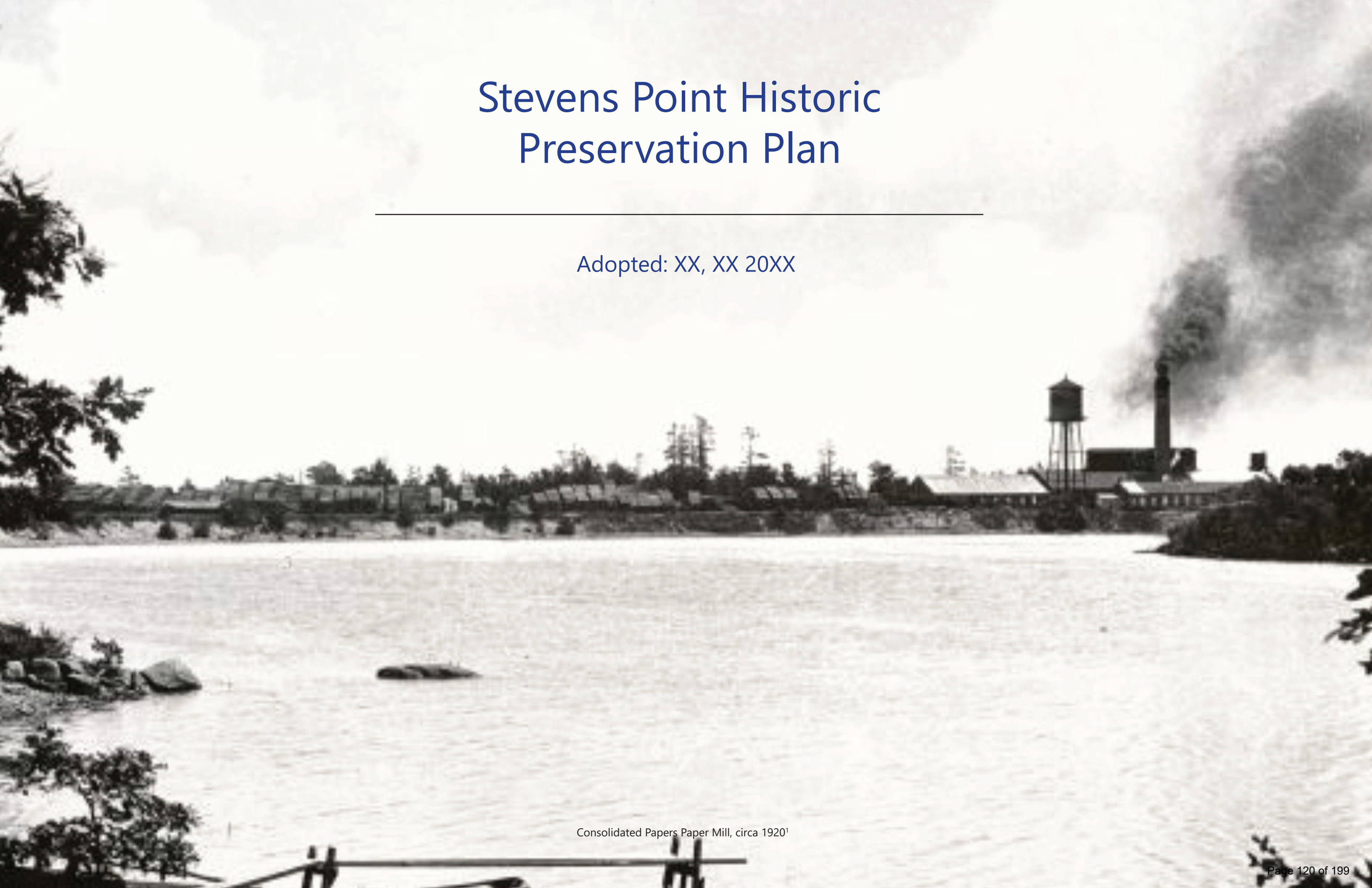
The purpose of the October 7<sup>th</sup> meeting is to conduct a first review of the Plan. As Commissioners know, this is the first of multiple meetings that are to be had in finetuning this document – beginning with the Historic Preservation / Design Review Commission reviewing the Plan on October 30<sup>th</sup>. Once ready for approval, this Plan will require the approval of this Commission, the City's Historic Preservation / Design Review Commission and the Common Council. Please note that in addition to Commission reviews, at least one open house will occur at Mid-State Technical College for members of the public to learn more about the Plan and to provide feedback. The first open would will be on Monday, October 28<sup>th</sup> from 5:00-6:30pm in the Community Engagement Room within Mid-State Technical College.

Please review the draft Plan and be prepared to provide feedback. If you have any questions, please do not hesitate to contact me.

# Stevens Point Historic Preservation Plan

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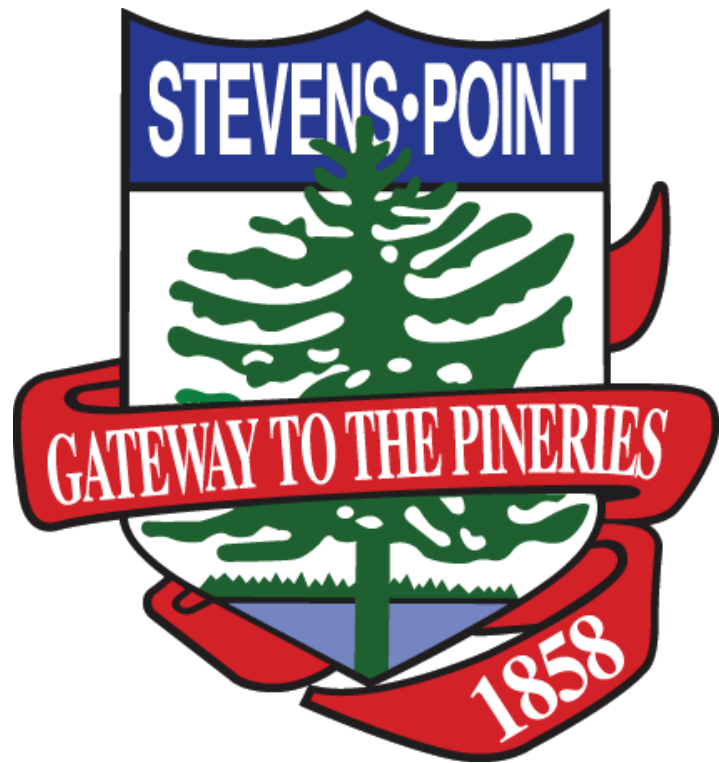
Adopted: XX, XX 20XX



Consolidated Papers Paper Mill, circa 1920<sup>1</sup>



# Acknowledgements



## **City of Stevens Point Common Council**

Mike Wiza, Mayor  
Marc Christianson, District 1  
Jacqui Guthrie, District 2  
Ginger Keymer, District 3  
Lara Broderick, District 4  
Allison Birr, District 5  
Dale Steinmetz, District 6  
Mary Kneebone, District 7  
Dean Shuda, District 8  
Sam Lang, District 9  
Dustin Buse, District 10  
Shaun Morrow, District 11

## **City of Stevens Point Historic Preservation / Design Review Commission**

Tim Siebert, Chair  
Peter Munck, Vice Chair  
Marc Christianson, District 1 Alderperson  
Barry Calnan  
Janet Jurgella Finn  
Erik McFarland  
Carol Molepske

## **City of Stevens Point Plan Commission**

Mike Wiza, Mayor  
Mary Kneebone, District 7 Alderperson  
Pete Arntsen  
Mike Beacom  
Doug Miskowiak  
Matt Rice  
Jeff Schuler

## **City Staff**

Adam Kuhn, AICP, Associate Planner / Zoning Administrator

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Grand Opera House, Stevens Point, Wis.



Grand Opera House, circa 1910.<sup>2</sup>

1.

## Introduction

*"It is said that, at its best, preservation engages the past in a conversation with the present over a mutual concern for the future."<sup>3</sup>*

William Murtagh  
First Keeper  
National Register of Historic Places



# Chapter One: Introduction

## Stevens Point's Preservation Plan

The city of Stevens Point has a rich historical and cultural heritage background, dating back to the Indigenous population that called Stevens Point home, to the early settlement of the area in the 1840s, and to the historical buildings dotted across our landscape today. As Stevens Point has evolved into a regional economic powerhouse today, our historic landscape has evolved. Buildings dating back to the settlement of Stevens Point in the nineteenth century have been demolished for new construction. The streetscape within Stevens Point has changed from the original cobblestone streets serving horses and buggies to the concrete roads that serve automobiles today. The knowledge of historic people and events contributing to Stevens Point's history has diminished with each generation.

Historic preservation is a practice intended to preserve a community's historic resources in several ways. Taken from the City's Historic Preservation Ordinance, historic preservation is designed to:

- a. Accomplish the protection, enhancement, and perpetuation of such improvements, sites, and districts that represent or reflect elements of the city's cultural, social, economic, political, and architectural history.
- b. Safeguard the city's historical and cultural heritage, as embodied and reflected in such historic structures, sites, and districts.
- c. Foster civic pride in the notable accomplishments of the past.
- d. Stabilize and improve property values.
- e. Protect and enhance the city's attractions for residents, tourists, and visitors, and serve as a support and stimulus to business and industry.
- f. Improve and enhance the visual and aesthetic character of the city.
- g. Educate the public regarding the need and desirability of a city's historic preservation program and its enhancement of the quality of life.

Communities across the United States have established their own historic preservation program. While each community tailors their historic preservation program for situations unique to them, the everyday function of community preservation planning is to:

- a. Locate, evaluate, and designate historic buildings, sites, and districts;
- b. Preserve and protect historic resources that a community has designated; and
- c. Preserve and protect undesignated historic resources in a community, such as those with significant architectural or historical significance that contributes to the built environment of a given area.



Portage County Veterans Monument  
1516 Church Street

## Plan Purpose

Since establishing a Historic Preservation Commission in Stevens Point in the early 1980s, city leaders and advocates have acknowledged the need to establish long-range plans to preserve, protect, and enhance our historic areas. In 2023, the City of Stevens Point began efforts to create this Historic Preservation Plan. This Historic Preservation Plan is a policy document that takes a holistic approach to the community's values to guide future decision-making. It acknowledges that community preservation is more than just buildings and artifacts; it is also about the people who shaped its local history and the places that people – past, present, and future – wish to reside, work, and enjoy.

This Historic Preservation Plan takes an inclusive approach to better guide the administration of Stevens Point's preservation initiatives through its Historic Preservation / Design Review Commission, municipal staff, and community advocates. As such, this document provides policies and actions for the community to address short- and long-term preservation initiatives.

## Preservation Plan Objectives

When Stevens Point leaders decided to begin creating this Historic Preservation Plan in 2023, several objectives were identified to assist in developing this Plan. These objectives include the following:

- a. Understand the historic and cultural resources that contributed to Stevens Point's history and development;
- b. Evaluate the effectiveness and long-term strategy of how the City's Historic Preservation / Design Review Commission regulates improvements on historic buildings and sites;
- c. Determine the need to conduct a new reconnaissance or intensive survey of the city, along with locating priority areas in the city to survey in the future;
- d. Identify the interest in designating additional sites and districts locally and on the National Register of Historic Places and prioritize specific areas for future designations;
- e. Determine if the City's Historic Preservation Ordinance is adequate in fulfilling its' Purpose and Intent statement, including the administration of the City's historic preservation program;
- f. Identify potential barriers for property owners to utilize the City's preservation incentive programs, along with creating new incentive programs to cover identified gaps;
- g. Create and expand education, outreach, and advocacy initiatives to bring awareness to the community's historic, social, and cultural resources;
- h. Develop policies for zoning, land use, and streetscape reform to contribute with other plans and initiatives related to economic development, housing, parks and community facilities, transportation accommodations, and revitalizing Downtown Stevens Point;
- i. Connect Stevens Point's historical, social, and cultural heritage with local tourism efforts; and
- j. Create an implementation plan to prioritize identified recommendations and determine partners to fulfill such recommendations.



## 2. Preservation in Stevens Point

*"There are many intangibles which promote quality of life in a city. One of these intangibles is a sense of history, of ties to the past from which the future flows."<sup>4</sup>*

The Clark Street Plan  
Guidelines for Historic Preservation in Stevens Point, Wisconsin  
August 1992



# Chapter Two: Preservation in Stevens Point

## History of Preservation in Stevens Point

While the City of Stevens Point has been incorporated for more than 160 years, preservation efforts were sparse before the 1950s. The earliest indication of preservation efforts – cultural preservation and not historic preservation -- dates to 1853 in the former Town of Stevens Point. Albert Ellis, a former surveyor in Native American affairs for the Wisconsin Territory, relocated to Stevens Point in 1853.<sup>5</sup> Key cultural contributions by Albert Ellis include the founding of Stevens Point’s first weekly newspaper, the Wisconsin Pinery, in 1853, and contributed to the construction of Stevens Point’s first church, an Episcopal Church located at the northeast corner of present-day Church Street and Clark Street.<sup>6</sup>

Early building and site preservation pales compared to what exists today. However, efforts were made in the late nineteenth and early twentieth century and arose primarily from tragedy. The construction of buildings in the late nineteenth century came at a time when little to no building and fire regulations existed for building construction. As such, numerous examples within present-day Downtown Stevens Point exist where buildings and site improvements have been lost due to a fire. The American Hotel, where Main Street connects to the Mathias Mitchell Public Square, was lost due to a fire on December 25, 1854.<sup>7</sup> With the settlement of Stevens Point’s West Side gaining traction in the 1870s, the first bridge over the Wisconsin River was built in 1867.<sup>8</sup> This wooden bridge lasted ten years –demolished by a tornado – and was replaced by an iron bridge in 1877. In 1923, a concrete bridge replaced the iron bridge, which was unsalvageable due to a fire.<sup>9</sup>

In 1928, a significant shift in Stevens Point governance occurred when an advisory referendum was approved to change Stevens Point from a mayor-council to a council-manager form of government.<sup>10</sup> An early action of this new council-manager form of government was the creation of a Water Commission, whose role consisted, in part, of preserving public buildings, maps, and other historical documents.<sup>11</sup> While a 1936 referendum occurred to transition City governance back to a mayor-council structure, preservation and records collection continued.<sup>12</sup>

Civic participation in preservation efforts began to take hold in the 1950s. In 1952, several Portage County residents worked together to establish the Portage County Historical Society.<sup>13</sup> Early efforts of the Portage County Historical Society were to amass hundreds of documents, photographs, and artifacts of historical sites across Portage County. Starting in the late 1960s, the Portage County Historical Society began erecting historical markers – many in the exact location of today’s markers. In the 1970s, the Portage County Historical Society began efforts to acquire historical buildings across Portage County for restoration efforts and public enjoyment. The Beth Israel Synagogue, located at 1475 Water Street, was acquired



Wagon Bridge Over the Wisconsin River, circa 1910.<sup>14</sup>

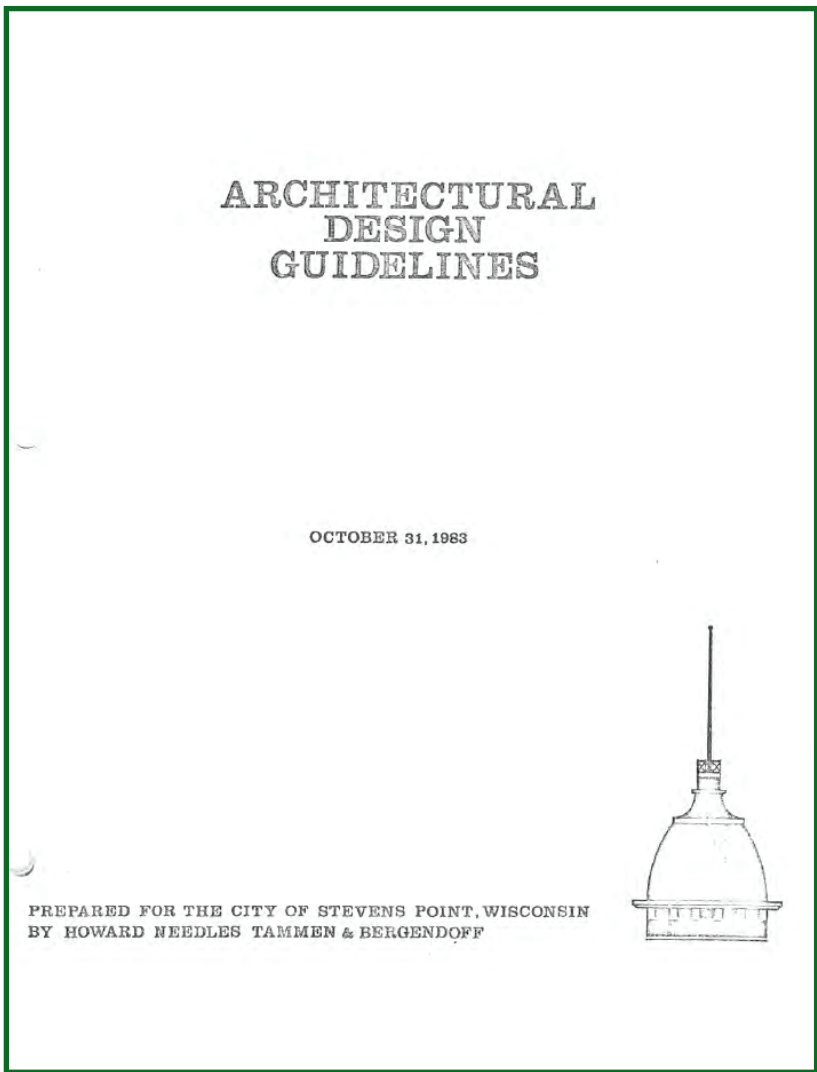
in 1985, and the Historic Fire House No. 2, located at 1949 Strongs Avenue, was acquired in 2001.<sup>15</sup>

In the mid- to late-twentieth century, preservation efforts began gaining local and nationwide traction. In 1966, U.S. President Lyndon Johnson signed the National Historic Preservation Act.<sup>16</sup> The National Historic Preservation Act contains many preservation practices that communities across the United States – Stevens Point included – practice today. Such practices include the creation of the National Register of Historic Places, which provides a national listing of properties, buildings, and other site improvements that must be preserved for the common good. Similar efforts took place in 1987 when the Wisconsin Historic Preservation Act was signed into law, which created the Wisconsin State Register of Historic Places and the Wisconsin State Historic Preservation Tax Credit Program.

During the early 1980s, discussions began among City leaders to expand historic preservation initiatives in Stevens Point. In 1983, the Stevens Point Common Council created the City’s Historic Preservation / Design Review Commission and adopted its first Historic Preservation Ordinance. Early actions of the Stevens Point Historic Preservation / Design Review Commission were to create local historic and design review districts, which include the Mathias Mitchell Public Square Historic District, the Clark Street Historic District, and the Downtown Design Review District. With historic and design review districts established, the Commission adopted its first architectural guidelines for building and site improvements within these districts. Lastly, in 1986, the Commission led efforts to designate the Mathias Mitchell Public Square Historic District on the State and National Register of Historic Places. The Mathias Mitchell Public Square Historic District was the sole State and National Historic District located in Stevens Point until 2021 when the Clark Street – Main Street Historic District was designated.

City leaders and preservation stakeholders recognize that while Stevens Point has made significant progress in preserving its historic and cultural heritage, additional efforts are needed. In 2021, the City’s Historic Preservation – Design Review Commission adopted a list of strategic goals that they would like to prioritize from 2022 to 2027. One of these strategic goals was to adopt this Community Preservation Plan.

This Community Preservation Plan enables City officials the opportunity to evaluate existing preservation initiatives to determine its effectiveness, identify community stakeholders, determine current and future preservation issues, and develop a series of strategies within this planning document to address short- and long-term preservation planning goals.



Stevens Point Architectural Guidelines  
Adopted 1983



Chronology of Preservation Events in Stevens Point

The following provides a timeline of key events that took place in the history of Stevens Point and specific preservation actions undertaken over the last century, courtesy of *Our County Our Story*.<sup>17</sup>

- 1839: George Stevens utilizes the ‘point’ of the Wisconsin River (present day Main Street) to launch supply canoes north to present day Wausau, Wisconsin.
- 1844: Andrew Mullarky is the first to claim land within present-day Stevens Point, which was sold to Mathias Mitchell in 1845.
- 1846: The Wisconsin Historical Society was created.  
The first saw mill was constructed by William Johnson, located where present day Arlington Place terminates into the Wisconsin River.
- 1847: The first plat was filed, which included land encapsulated by present-day Main Street, Clark Street (originally filed as Clarke Street), First Street and Second Street. The Public Square was dedicated as part of this plat.  
The first school was organized, located to the north of the Mathias Mitchell Public Square.
- 1849: The Town of Middleton was formed the early settlement of present-day Downtown Stevens Point. The Township’s name was changed to Stevens Point in 1850.
- 1853: *The Wisconsin Pinery* was founded, the first weekly newspaper in Stevens Point.  
The first church was constructed, an Episcopal Church located at the northeast corner of Church Street and Clark Street. The Episcopal Church relocated in 1892 to the northeast corner of Church Street and Ellis Street under the name of the Episcopal Church of the Intercession.



Canadian National Railroad Bridge Over the Wisconsin River<sup>18</sup>

- 1858: The Wisconsin Legislature incorporates Stevens Point as a city. William Schofield was elected as the first Mayor of Stevens Point.
- 1866: The first street light constructed at the intersection of Main Street and Second Street.
- 1870: The first Portage County Courthouse was constructed in 1870, which housed City offices.
- 1871: The Wisconsin Central Railroad was completed, connecting Stevens Point with Menasha, Wisconsin. Stevens Point was designated as a divisional headquarters by the Railroad.
- 1874: First City Fire Station was constructed on North Second Street.
- 1876: Stevens Point High School was constructed at the site currently housing Washington Elementary School.
- 1877: Original charter amended by the Wisconsin Legislature which allowed the City to collect taxes and govern its own schools.
- 1891: First attempt to pave dirt roads with cedar blocks.
- 1893: Vetter Manufacturing Company established.  
State Normal School at Stevens Point was established, the first building in present-day University of Wisconsin-Stevens Point.
- 1899: Coye Furniture Company established, later renamed to Joerns Furniture.
- 1904: The first Jewish congregation was formed, and the first synagogue was constructed in 1905.
- 1912: The Hardware Mutual Insurance Company relocated from Berlin, Wisconsin to Stevens Point. The company was renamed to Sentry Insurance in 1971.
- 1928: Referendum adopted to remove the mayor-council form of governance with a council-manager form of governance.  
City Water Commission was established, which managed public buildings, along with preserving maps and other historical records.
- 1936: Referendum adopted to dissolve the council-manager form of governance and revert back to a mayor-council structure.
- 1952: Founding of the Portage County Historical Society.
- 1956: Portage County Courthouse was demolished and a new courthouse was built at the same location.
- 1966: President Lyndon Johnson signs into law the National Historic Preservation Act, which created the National Register of Historic Places.



Vetter Manufacturing



- 1983: Stevens Point Common Council creates a Historic Preservation / Design Review Commission and adopts a Historic Preservation Ordinance.
- 1985: Stevens Point becomes a Certified Local Government.
- 1986: Mathias Mitchell Public Square Historic District was listed on the National Register of Historic Places.
- 1987: The Wisconsin Historic Preservation Act was signed into law, which created the Wisconsin State Register of Historic Places and the Wisconsin State Historic Preservation Tax Credit Program.
- 1993: Wisconsin State Legislature adopted Wisconsin Statute 62.23, which requires municipalities to have a local historic preservation ordinance if State Register or National Register properties are located in the community.
- 1999: Wisconsin Act 9 is signed into law, which allows Wisconsin communities to establish comprehensive plans. Of the nine required elements of a comprehensive plan, historic preservation is one element.
- 2011: Citywide Historical Intensive Survey was completed.
- 2021: Clark Street – Main Street Historic District listed on the State and National Register of Historic Places.
- 2024: Historic Preservation Plan initiated.



Beth Israel Synagogue

Preservation Administration in Stevens Point

An integral part of a successful preservation program is clearly noting its administration. City staff within the Community Development Department currently administer the City’s Historic Preservation Ordinance, Design Guidelines and support the Historic Preservation / Design Review Commission. The following provides an overview of how preservation planning is administered in Stevens Point.

Stevens Point Commissions & Boards

Historic Preservation / Design Review Commission

As found within the Stevens Point Historic Preservation Ordinance, the City’s Historic Preservation / Design Review Commission ensures the protection and enhancement of historic sites and districts with historic, social, or cultural significance. The Commission is tasked with reviewing development projects classified as a ‘major work’ per the Commission’s Design Guidelines, considering amendments to the Historic Preservation Ordinance, reviewing projects seeking financial support through the Downtown Façade Improvement Grant Program, and considering educational programming.

Planning Commission

The City’s Planning Commission is tasked with considering revisions to the Stevens Point Zoning Ordinance, and making recommendations on comprehensive and sub-area planning documents.

Redevelopment Authority

As required under Wisconsin Statutes, the Stevens Point Redevelopment Authority leads specific redevelopment initiatives within the city, such as acquiring blighted and underutilized properties. The Redevelopment Authority also has a financial mechanism that provides grants and loans to fund various programs, such as the Neighbor Helping Neighbor Program. The City’s Redevelopment Authority spearheaded recent development projects, such as Great Northern Distilling, and owns multiple properties within the Downtown Design Review District.

Parks Commission

The City’s Parks Commission, and the Parks, Recreation & Forestry Department oversee and manage Stevens Point’s parkland inventory. City parks that make up Stevens Point’s historic inventory include Bukolt Park, Iverson Park, Pfiffner Pioneer Park, Admiral A.W. Grant Park, and Seramur Park.

Board of Public Works

Stevens Point’s Board of Public Works, and the Public Works Department oversee the maintenance of public right-of-way improvements, including streets and light fixtures.



Intersection of Main Street & Third Street



1532 Church Street



Historic Preservation / Design Review Commission’s Design Guidelines

Since the 1980s, the Stevens Point Historic Preservation / Design Review Commission has adopted a guidebook for improvements to historic sites and exterior improvements of historic buildings that fall within a locally-recognized historic district and site. According to the Commission’s Design Guidelines, the purpose of the guidelines are as follows:

*These design guidelines are, first and foremost, a resource for property owners, builders, architects, and realtors to use in order to understand the reasons for, the proper methods of, and the overall benefits of historic preservation both to the individual and the community as a whole. A secondary but equally important purpose of this document is to be a guide for the community and HP/DRC to use when evaluating the appropriateness of exterior changes to buildings and new construction proposed within the districts. To that end, the guidelines in this document will convey to the property owner the appropriate methods of improving their property.*

*The indirect purposes of this guideline document are to foster a continued preservation effort that will protect and enhance the original character of the districts, allow for unique yet compatible changes and new construction, help owners recognize the need for and assist in improving their buildings, and to bolster the overall sense of place and pride in the community.*

The Design Guidelines document is divided into a series of sections, each focusing on a specific type of improvement that could occur on a historic building and site. For example, the third section of the Design Guidelines document provides architectural requirements for changes to existing buildings. Changes include exterior wall material, doors and windows, roofs, and paint, to name a few.

Equally important, the Commission’s Design Guidelines categorizes types of improvements based on the needed approvals. Projects classified as general maintenance, such as tuckpointing, do not require any approvals from the City before the project begins. Additionally, various projects are classified as a ‘major work’ and ‘minor work’ as defined below:

*Major Works: Major works projects are significant projects, such as new construction and additions, that potentially alter the historic district’s existing appearance. These projects require Historic Preservation / Design Review Commission review.*

*Minor Works: Minor works projects include general maintenance and simple projects that do not alter the appearance and character of the property. These projects can be reviewed by Community Development Department staff.*



Top: Influential Citizens Mural, 1140 Clark Street.  
Bottom: Hardware Mutual Insurance Company Building

Financial Resources

The Historic Preservation / Design Review Commission oversees two financial assistance programs.

Downtown Façade Improvement Grant Program

Created in 2012, the Downtown Façade Improvement Grant Program is intended to stimulate improvements to the exterior of downtown commercial or mixed-use buildings that fall within the Tax Incremental Financing District No. 6. Eligible activities include, but are not limited to, storefront restoration, wall treatments, doors and windows, signage and detailing improvement (e.g., light fixtures, awnings, etc.). A maximum of \$30,000 in grant funding can be received so long as the reimbursement does not exceed 40% of eligible project costs. The Downtown Façade Improvement Grant Program has experienced significant usage, in part due to the Program being replenished with \$100,000 in funds annually. The Historic Preservation / Design Review Commission is tasked with approving grant requests.

Reintroducing Filled Window Openings Program

Established in 2023, this grant program is intended to provide financial support to reintroduce window openings previously filled in with brick or other form of façade material. Similar to the Downtown Façade Improvement Grant Program, this Program is eligible for property owners of a historic building that has a filled-in window and falls within the Tax Incremental Financing District No. 6. This Program funds the removal of existing façade material needed to reintroduce a window, along with a new window to place within the historic building opening. As this Program was created last year, no property owners have obtained grant dollars since the adoption of this Plan. The Historic Preservation / Design Review Commission is tasked with approving grant requests.

Besides the above local financial assistance programs, state and federal financial assistance programs exist for owners of historic properties. On the federal level, a 20% income tax credit program – named the Federal Historic Preservation Tax Credit – provides financial assistance to income-producing historic buildings for various exterior building and site improvements. Of note is that types of income-producing buildings could include industrial buildings, commercial buildings, or renter-occupied housing. Besides the in-producing requirement, the historic building must either be listed on the National Register of Historic Places in the process of being designated or be classified as contributing to a local historic district that was certified by the National Parks Service. The Federal Historic Preservation Tax Credit Program is administered through state historic preservation offices, and eligible projects must adhere to the Secretary of the Interior’s Standards for Rehabilitation.

A similar program exists in Wisconsin, named the Wisconsin Historic Preservation Tax Credit Program. A 20% tax credit can be obtained for eligible rehabilitation projects on certified historic structures. To be eligible for this tax credit program, the property must be income-producing and must be designated on the National Register of Historic Places – either individually or contributing to a national historic district. Like the Federal Historic Preservation Tax Credit Program, the Wisconsin Historic Preservation Tax Credit Program is administered by the Wisconsin State Historic Preservation Office.



Legal Basis for Preservation Planning

While preservation planning is a relatively new concept within the planning profession, the last fifty years have seen significant regulatory reform at the local, state, and federal levels of government. The following provides a summary of key actions in Stevens Point, Wisconsin, and the United States.

Federal

1. National Historic Preservation Act (NHPA)

The National Historic Preservation Act, signed into law by President Lyndon Johnson in 1966, established critical preservation programs of the National Parks Service. The National Register of Historic Places was created under the NHPA, which identifies, evaluates, and protects districts and sites of national importance. Another significant action of the NHPA was creating the Section 106 review process. Federal agencies under Section 106 must identify and assess if the planned project will impact a historic building when undertaking projects involving federal funds, such as transportation projects.<sup>19</sup>

2. Certified Local Government (CLG)

The CLG program, which Stevens Point has been a member of since 1985, allows individual municipalities to collaborate on statewide preservation planning initiatives. The CLG Program is administered on the federal level through the United States Department of Interior. For municipalities to become eligible for CLG status, they must have established a historic preservation commission, adopted a historic preservation ordinance, and have a local program to survey their historic inventory.

State

1. Wisconsin Comprehensive Planning Law

Wisconsin’s Comprehensive Planning Law, established under 1999 Wisconsin Act 9, allows municipalities to create comprehensive plans for their community focusing on specific topic areas. These topic areas, or ‘elements’ as outlined in Act 9, include the following: housing, transportation, community facilities, economic development, utilities, intergovernmental cooperation, land use, and agricultural, natural and historic resources. While preservation planning can be tied under several of the elements above, the most applicable element is the agricultural, natural and historic resources – specifically with this element’s goal to preserve and protect historic, cultural, and archaeological sites identified within a community. Although Act 9 does not explicitly outline the required preservation goals to be identified within a community’s comprehensive plan, municipalities across Wisconsin have taken different approaches. Some communities neglect to reference historic preservation altogether; some acknowledge their historic cultural resources, while others create a preservation plan like this to address community goals in greater detail.

2. Wisconsin Statute 62.23

Wisconsin Statute 62.23, which acknowledges a community’s police powers to administer planning and zoning, also includes a section on historic preservation. Historic preservation is viewed as “an exercise of its zoning and police powers to promote the health, safety and general welfare of the community” that allows a community to regulate historic resources designated locally. Additionally, Wisconsin Statute 62.23 requires any city with a property that is listed on the National Register of Historic Places to adopt a historic preservation ordinance to “regulate, any place, structure or object

with a special character, historical, archaeological or aesthetic interest, or other significant value, for the purpose of preserving the place, structure or object and its significant characteristics.”

3. 2016 Wisconsin Historic Preservation Plan

The Wisconsin State Historic Preservation Office is required to produce a statewide preservation plan every ten years. Last adopted in 2016, the Wisconsin Historic Preservation Plan outlines specific preservation initiatives that should be undertaken on the state level. The 2016 Plan outlines the following goals:

- Develop and implement targeted educational opportunities;
- Increase awareness and support of the value of historic preservation;
- Increase funding sources for historic preservation;
- Cultivate partnerships to advance historic preservation goals; and
- Support and expand digital data and access.<sup>20</sup>

As a CLG, Stevens Point was allowed to participate in creating the Wisconsin Historic Preservation Plan in the mid-2010s.

Local

1. 2006 Stevens Point Comprehensive Plan

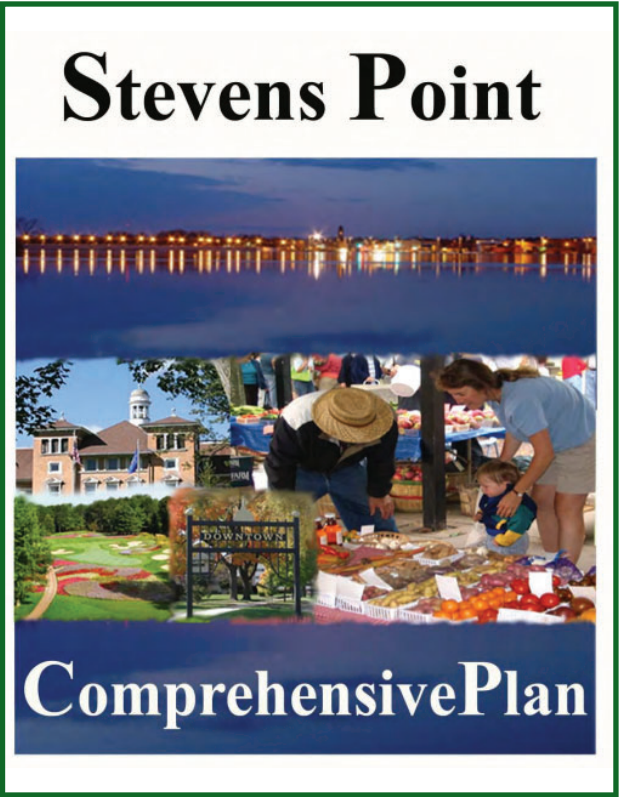
Stevens Point’s Comprehensive Plan, adopted in 2006, is the City’s long-range policy document for various areas, including land use, housing, and transportation. Produced by the City in partnership with the Portage County Planning and Zoning Department, the Stevens Point Comprehensive Plan outlines preservation goals in the following areas:

- Section 1.8: Community Identity and Vision: Goals, Objectives, and Policies.

*GOOD LAND USE PLANNING - To work for good balance between the built environment and the natural environment. This includes the promotion of harmonious relationships between urban, fringe area, and rural development. Mixed use development is recommended, while costly urban sprawl is to be avoided. Such planning includes an overall urban development strategy directed at the conservation, rehabilitation, redevelopment, and historic preservation of the existing City with emphasis on the central city, particularly its Central Business District.*

- Section 5.3: Cultural Resources.

This Section outlines the history of preservation initiatives, including the creation



of a key theme for future preservation work. This theme uses historic preservation to promote and enhance the Downtown ethos.

- Section 8.3: Land Use Conflicts.

This Section of the City's Comprehensive Plan acknowledges that land use conflicts exist even within built neighborhoods. Conflicts can include the degree of nonconformity with the development standards of the City's Zoning Ordinance, and inappropriate land uses adjacent to one another in conflict with the City's Zoning Ordinance. This Section "encourages good design and historic preservation principles" to reduce land use conflicts within the Downtown area and other portions of Stevens Point that contain historic resources.

## 2. 1980 Architectural Survey and Historic Preservation Potential Analysis of Central Stevens Point

As a precursor to the City creating its' Historic Preservation / Design Review Commission and adopting its' Historic Preservation Ordinance, City leaders contracted with Pfaller, Herbst and Associates to conduct an architectural survey of buildings and sites within Central Stevens Point. Central Stevens Point includes Downtown Stevens Point, the Clark Street – Main Street Historic District, and the fringe properties on the periphery of the Downtown. The 1980 Architectural Survey represents the first survey conducted in Stevens Point to identify and evaluate its' historic resources. Additionally, the 1980 Survey identified the Downtown and the adjacent residential neighborhood along Clark Street as viable as a local historic district.

## 3. 1983 Architectural and Historic Building Survey

A second architectural survey of Stevens Point took place in 1983. This survey, conducted at the same time as the City's 1983 Development Guide, was a catalyst to designate the Mathias Mitchell Public Square Historic District on the National Register of Historic Places.

## 4. Stevens Point 1983 Development Guide

Serving as the predecessor to the City's 2006 Comprehensive Plan, the 1983 Development Guide was one of the first citywide policy documents outlining preservation goals and initiatives to pursue. The following summarizes key preservation goals from the 1983 Plan:

- Explore Historic District Designation - To work with the State Historical Society and local businesses to determine the desirability and feasibility of establishing a historic district along Main Street and the square as recommended in the Pfaller-Herbst Historical Study of 1980.
- Utilize Historic Preservation Financial Aid Programs - To assist downtown merchants in utilizing loan and tax programs available from historic preservation and restoration investments, such programs would include: the Economic Recovery Tax Act of 1981, the Wisconsin Consecutive Easement Act of 1982, and the Federal Tax Treatment Extension Act of 1980.
- Identify Properties of Architectural and Historic Significance - To identify and support measures to preserve, restore, and adapt all architectural and historically significant properties.
- Highlighting these properties as key contributors to the downtown theme.
- A list of such properties would include, at a minimum, the Fox Theater, Kuhl-Gurath House, Sentry Insurance Building, Chilla Building, Grubba Jewelers, the Point Surplus Building, and the

Citizens National Bank.

- The Pfaller-Herbst Study and any subsequent historical studies should be used as a key resource in dealing with this policy statement.
- To support the identification/placement of eligible properties on the National Register of Historic Places.
- Historic Markers and Monuments - Develop a plan for the location of markers, interpretative features, displays, and monuments relevant to the area's heritage in the downtown and riverfront zone. This plan would include arrangements for financing such improvements from sources other than the local tax levy.
- Landmarks Ordinance and Commission - To pursue the creation of a Landmarks Ordinance, which would be a formal vehicle for dealing with historic preservation programs in the City. A Landmarks Ordinance and Commission are necessary to be eligible for certain financial incentives. The representation of downtown business interests should be a major factor in selecting the membership of such a commission.

Most of the above goals have been completed.

## 5. Stevens Point Historic Preservation Ordinance

In 1983, the Stevens Point Common Council adopted its Historic Preservation Ordinance. The Historic Preservation Ordinance outlines the purpose and intent of preservation planning in Stevens Point, the process of designating historic districts and sites, and establishes the duties and responsibilities of the Historic Preservation / Design Review Commission and City staff in administering the Ordinance.



## 4. Stevens Point's Historic Inventory

*"We shape our buildings; thereafter, our buildings shape us."*<sup>21, 22</sup>

Winston Churchill  
Speech to the House of Lords  
October 28, 1943



Local Historic Districts & Landmark Properties

The City of Stevens Point is home to three locally designated historic districts, along with 26 buildings individually recognized as a local landmark. This section highlights the locations of these locally recognized historic areas.

Mathias Mitchell Public Square Historic District



Clark Street Historic District



Downtown Design Review District





Local Landmark Sites



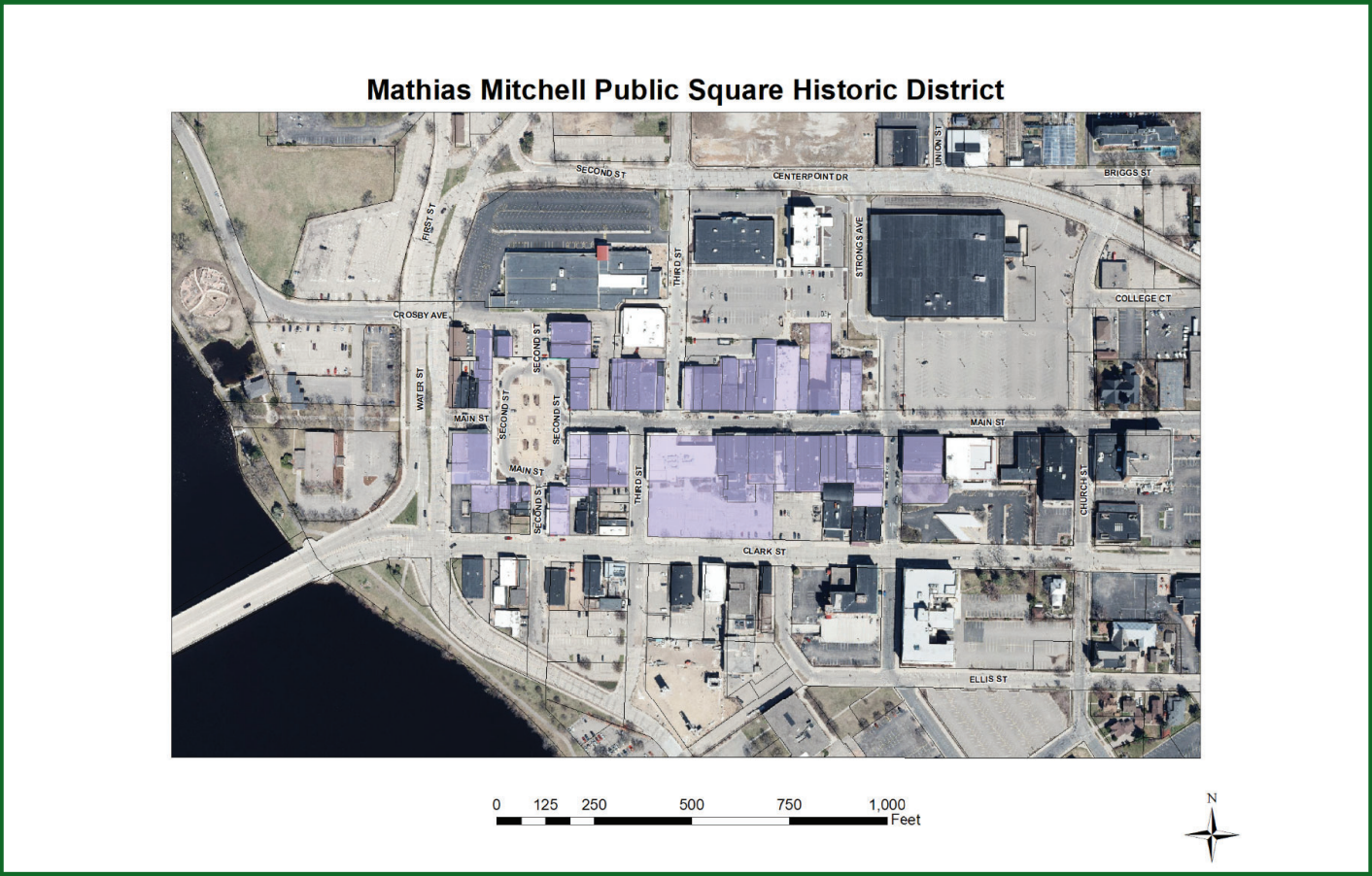
| Identifier | Building                           | Address               | Year of Construction |
|------------|------------------------------------|-----------------------|----------------------|
| 1          | David McMillan House               | 1924 Pine Street      | 1950                 |
| 2          | Nelson Hall                        | 1209 Fremont Street   | 1915                 |
| 3          | Stevens Point State Normal School  | 2100 Main Street      | 1894                 |
| 4          | Temple Beth Israel                 | 1475 Water Street     | 1905                 |
| 5          | Frame Memorial Church              | 1300 Main Street      | 1892                 |
| 6          | Church of the Intercession         | 1417 Church Street    | 1894                 |
| 7          | Andrae House                       | 1249 Clark Street     | 1880                 |
| 8          | WI Telephone Company Building      | 1045 Clark Street     | 1925                 |
| 9          | J.W. Moxon House                   | 1700 College Avenue   | 1920                 |
| 10         | Carl Hassell House                 | 2317 Jefferson Street | 1940                 |
| 11         | Dr. Alfred Earl House              | 1924 Main Street      | 1910                 |
| 12         | Edward McGlachlin House            | 2017 Main Street      | 1950                 |
| 13         | A.J. Agnew House                   | 1901 Pine Street      | 1915                 |
| 14         | W.J. Clifford House                | 1554 Strongs Avenue   | 1960                 |
| 15         | John Slothower House               | 1640 Main Street      | 1920                 |
| 16         | Matthew Wadleigh House             | 2024 Main Street      | 1910                 |
| 17         | Philip Rothman House               | 1716 Water Street     | 1938                 |
| 18         | A.G. Green House                   | 1501 Main Street      | 1890                 |
| 19         | G.W. Green House                   | 1424 Clark Street     | 1920                 |
| 20         | Fisher House                       | 1808 Clark Street     | 1935                 |
| 21         | Hotel Whiting                      | 1408 Strongs Avenue   | 1923                 |
| 22         | J.L. Jensen House                  | 1100 Brawley Street   | 1915                 |
| 23         | Christina Kuhl House               | 1416 Main Street      | 1886                 |
| 24         | Folding Furniture Works Building   | 1020 First Street     | 1920                 |
| 25         | Fox Theater                        | 1116 Main Street      | 1910                 |
| 26         | Hardware Mutual Insurance Building | 1421 Strongs Avenue   | 1924                 |



Historic Districts and Buildings Listed on the National Register of Historic Places

In addition to the aforementioned local historic districts, Stevens Point is home to two historic districts and several individual buildings that are listed on the National Register of Historic Places.

| Buildings Listed on the National Register of Historic Places |                     |                      |
|--------------------------------------------------------------|---------------------|----------------------|
| Building                                                     | Address             | Year of Construction |
| Folding Furniture Works Building                             | 1020 First Street   | 1920                 |
| Fox Theater                                                  | 1116 Main Street    | 1910                 |
| Hardware Mutual Insurance Building                           | 1421 Strongs Avenue | 1924                 |
| Hotel Whiting                                                | 1408 Strongs Avenue | 1923                 |
| J.L. Jensen House                                            | 1100 Brawley Street | 1901                 |
| Christina Kuhl House                                         | 1416 Main Street    | 1886                 |
| David McMillan House                                         | 1924 Pine Street    | 1873                 |
| Nelson Hall                                                  | 1209 Fremont Street | 1915                 |
| Stevens Point State Normal School                            | 2100 Main Street    | 1894                 |
| Temple Beth Israel                                           | 1475 Water Street   | 1905                 |
| Sisters of St. Joseph Complex                                | 1300 Maria Drive    | 1903                 |

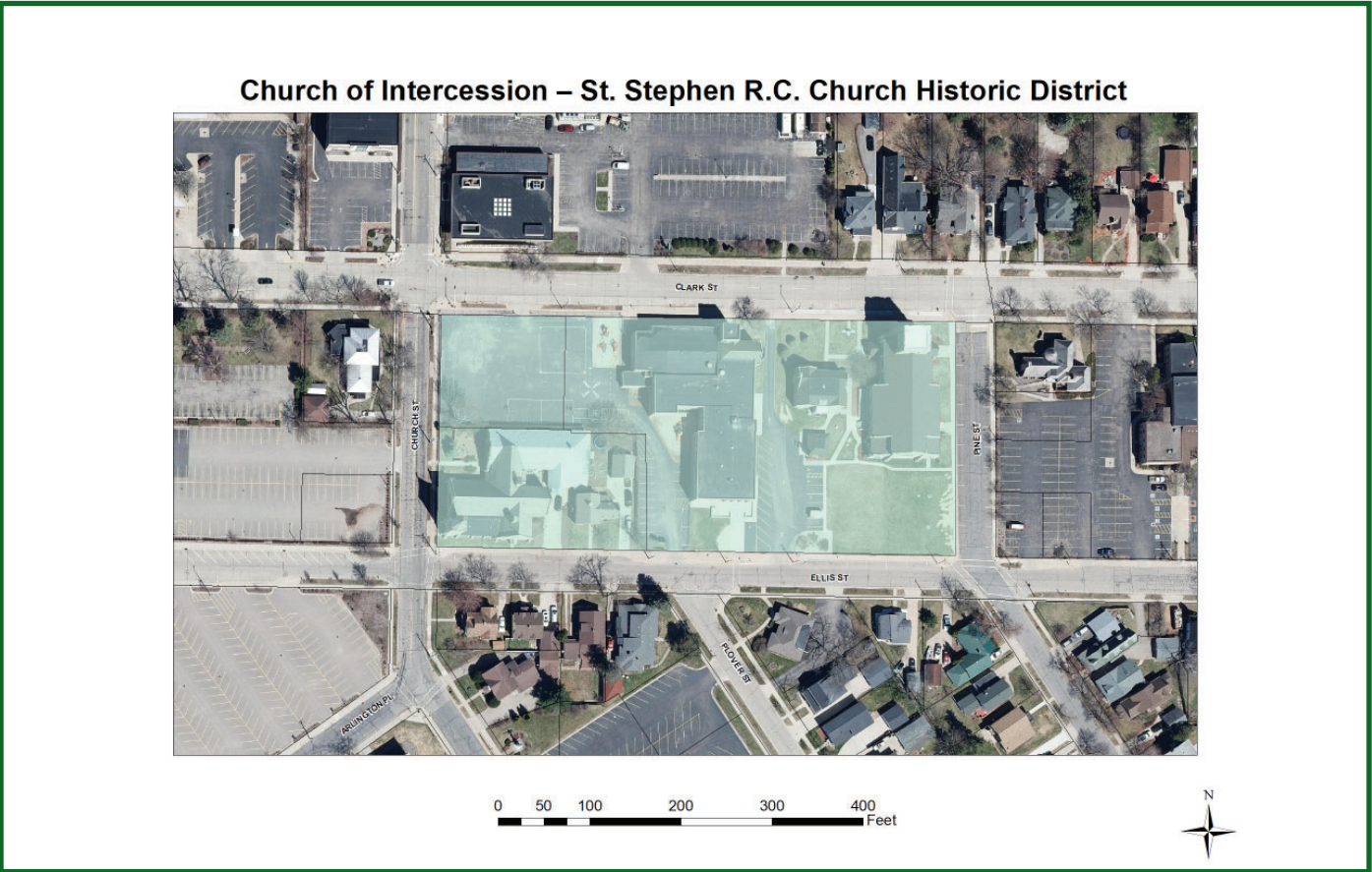
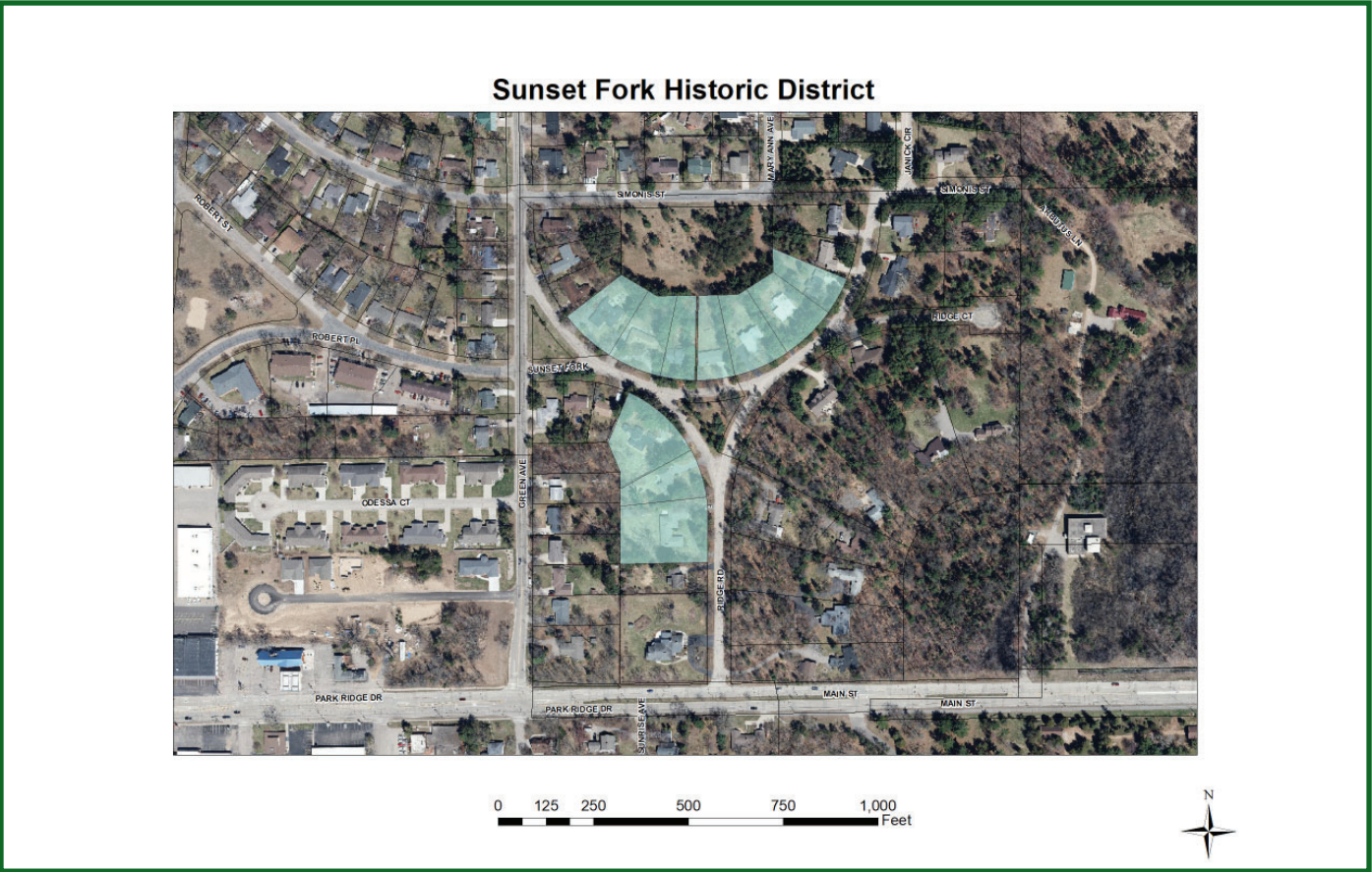




Historic Districts and Buildings Eligible for Listing on the National Register of Historic Places

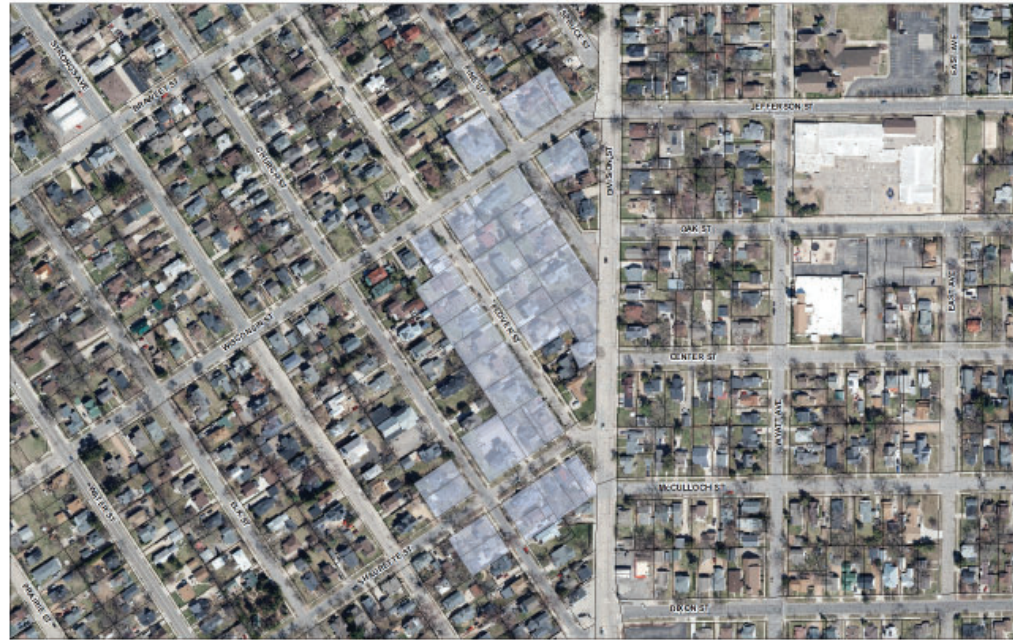
Lastly, this section highlights the districts and buildings eligible for listing on the National Register of Historic Places per the City’s 2011 Intensive Survey Report.<sup>23</sup> Please note that the resurveying of the below buildings and improvements would still be required to confirm eligibility for listing on the National Register of Historic Places.

| Buildings Eligible for Listing on the National Register of Historic Places |                        |                      |
|----------------------------------------------------------------------------|------------------------|----------------------|
| Building/Improvement                                                       | Address                | Year of Construction |
| Wisconsin Central Railroad Yard Complex                                    | Patch Street           | 1872                 |
| Wisconsin Central Railroad Bridge                                          | Church Street          | 1872                 |
| Thomas Anderson House                                                      | 1249 Clark Street      | 1877                 |
| Taylor Smedley House                                                       | 1925 Church Street     | 1885                 |
| Frame Memorial Presbyterian Church                                         | 1300 Main Street       | 1892                 |
| St. Peter’s R.C. Church                                                    | 800 Fourth Avenue      | 1876                 |
| Stevens Point Brewery                                                      | 2617 Water Street      | 1857                 |
| Vetter Manufacturing Company                                               | 2116 Wood Street       | 1909                 |
| Soo Line Engine No. 2713 & Caboose 158                                     | 1701 Monroe Street     | 1911                 |
| First Baptist Church                                                       | 1948 Church Street     | 1916                 |
| Wisconsin Central/Soo Line Railroad Depot                                  | 1625 Depot Street      | 1918                 |
| Consolidated Water Power & Paper Co. Powerhouse & Dam                      | Wisconsin Street       | 1919                 |
| Stevens Point Armory & Pavilion                                            | 2442 Sims Avenue       | 1921                 |
| Wisconsin Telephone Company Building                                       | 1045 Clark Street      | 1925                 |
| Central State Teachers College Training School Building                    | 1101 Reserve Street    | 1929                 |
| Service Garage and Gas Station                                             | 1232 Park Street       | 1930                 |
| Carl Landa House                                                           | 2048 Dixon Street      | 1937                 |
| Jules Iverson Park                                                         | 4100 Main Street       | 1935                 |
| Bukolt Park                                                                | Bukolt Park Street     | 1887                 |
| P.J. Jacobs High School                                                    | 2400 Main Street       | 1938                 |
| Stevens Point Sewage Treatment Plant                                       | 300 Bliss Street       | 1940                 |
| Pacelli R.C. High School                                                   | 1301 Maria Drive       | 1956                 |
| Portage County Courthouse                                                  | 1515 Church Street     | 1957                 |
| Residence                                                                  | 4213 Simonis Street    | 1959                 |
| UW-Stevens Point Joseph Collins Classroom Center                           | 1801 Fourth Avenue     | 1966                 |
| UW-Stevens Point Professional Studies Building                             | 1901 Fourth Avenue     | 1971                 |
| Sentry Insurance Complex                                                   | 1800 North Point Drive | 1974                 |





Pine Street – Plover Street Historic District



0 125 250 500 750 1,000 Feet



Church Street Historic District



0 50 100 200 300 400 Feet



EPISCOPAL CHURCH. STEVENS POINT, WIS.

E. O. SNOPP CO. MILWAUKEE. MADE BY J. J. RETON. 1898.

## 4. Social & Ethnic Groups

*"The more you know of your history, the more liberated you are."*<sup>24, 25, 26</sup>

Maya Angelou





# Chapter Four: Stevens Point's Social and Ethnic History

As will be discussed in more detail during the public engagement section of this Plan, Stevens Point residents have sought to better understand the rich social and ethnic history of our community. Stevens Point, particularly over the last 100 years, have become a melting pot of different ethnic groups with the influx of immigrants relocating to the area from various areas of the world. The following provides a history of key social and ethnic groups in Stevens Point.

- Polish

The Polish settlement in Stevens Point originates shortly around the City's incorporation in 1858. In 1857, the family of Michael von Kozickowski became the first Poles to come to Stevens Point from their native Poland.<sup>27</sup> While the von Kozickowski family originally intended to settle in Marathon County due to its perception of having fertile farmland, the von Kozickowski family found the land to be too forested – thereby settling in Stevens Point and establishing their farm on the outskirts of the new city.<sup>28</sup> As additional Poles settled in Stevens Point during the late nineteenth century, most became farmers. Based on increased wealth for Polish immigrants, farming was the primary reason for early settlers to leave Poland for Stevens Point – however, it was not the only reason. The Austro-Prussian and Franco-Prussian Wars of the late nineteenth century saw an influx of Polish youth being drafted into war.<sup>29</sup> To escape military service, an influx of Polish immigrants occurred in Stevens Point and cities across the United States.<sup>30</sup>

During the early years of Polish immigration, Stevens Point was not the favored location in the region for settlement. The area today known as Polonia, situated east of Stevens Point, became a popular location for Polish life – evidenced by the construction of its first Church in 1863.<sup>31</sup> Over time, however, Stevens Point became the favored location for settlement as the city's population grew. In 1876, approximately fifty Polish families were residing in Stevens Point.<sup>32</sup> As additional Poles settled into Stevens Point, fewer came directly from Eastern Europe. By 1900, most Poles were relocating to Stevens Point from another city within the United States. As such, the number of foreign-born Poles in Stevens Point reached 2,750 in 1900.<sup>33</sup>

With additional Poles residing in Stevens Point, its culture also began to adapt. In 1902, the first Polish newspaper, the *Rolnik*, was established in the city by S. Hutter.<sup>35</sup> As staunch Roman Catholics, Stevens Point Poles had additional influence within the city's first catholic



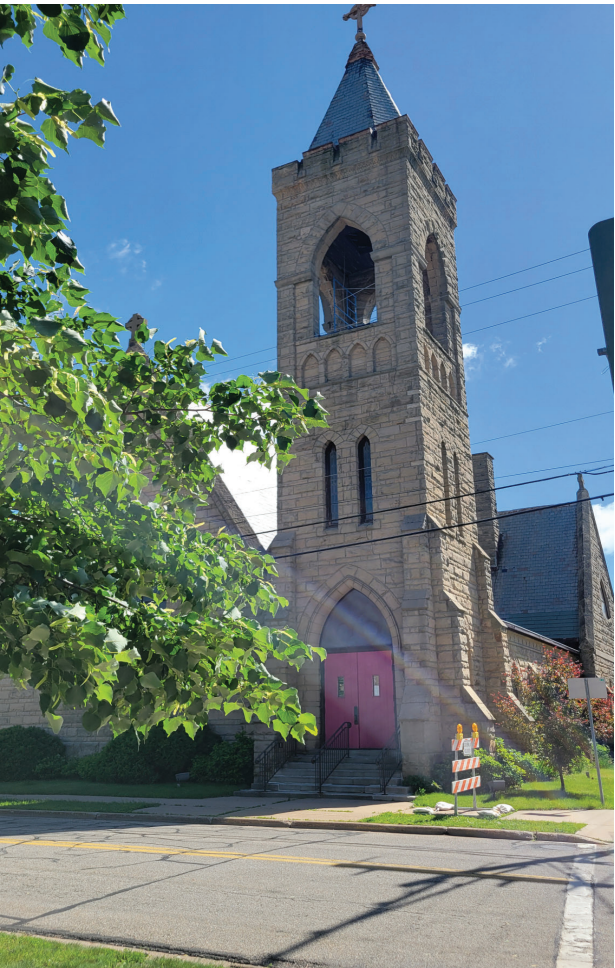
Cancellation of the *Rolnik*  
Courtsey: *Stevens Point Journal*, March 8, 1960<sup>34</sup>

churches and schools. While Polish culture began to assimilate in Stevens Point, discrimination also occurred – particularly after World War I. In the United States, an increased negative sentiment was forming towards immigrants from Eastern Europe due to the fear of Communism spreading into the U.S. (as evident through the Red Scare of 1918-1920).<sup>36</sup> The fear of Communism spreading throughout the United States from, in part, Polish immigration resulted in the signing of the Emergency Quota Act of 1921 and the Immigration Act of 1924 being signed into law by U.S. President Calvin Coolidge.<sup>37</sup> These laws heavily restricted immigration from Eastern Europe and other regions of the world. Ethnic-based quotas for immigration, such as the two aforementioned laws, would remain in effect through World War II, only to be repealed through the U.S. Immigration Act of 1965.<sup>38</sup> Today, Stevens Point citizens of Polish descent have transitioned mainly away from farming to manufacturing and white-collar jobs that contribute to the city's local economy today.

- German

Unlike other ethnic groups, the first Germans to settle in Portage County settled outside Stevens Point. George Frederick Schilling was the first German immigrant to settle Portage County, who settled in Buena Vista in late 1850.<sup>39</sup> Buena Vista, located south of Stevens Point, became the favored location for German settlement during the late nineteenth century.<sup>40</sup> The first German to settle in Stevens Point was Adam Kuhl, who signed naturalization papers in 1856 and later became a brewer.<sup>41</sup> The first influx of German settlement in Stevens Point occurred in the 1870s and 1880s within the then-east and north side. The increased numbers of German immigrants saw the need to establish their congregation.<sup>42</sup> During this timeline, the following churches were constructed:

- 1872: St. Paul's Lutheran congregation shared a church on the corner of Strong's Avenue and Brawley Street with the Trinity Lutherans. This Church, later rebuilt in 1934 and called Trinity Lutheran Church, was demolished in 2022.



Trinity Lutheran Church, circa 1910<sup>43</sup>



- 1884: German immigrants from St. Stephen's Church separated to form St. Joseph's Catholic Church, located at the intersection of Jefferson Street and Wyatt Avenue.
- 1895: German immigrants formed the Friedens Gemeinde, later named the Peace United Church of Christ. This Church is located at the corner of Dixon Street and Wyatt Avenue.<sup>44</sup>

Waves of German immigrants into Stevens Point occurred during two timeframes. The first was in the late 1800s due to Stevens Point's fertile soil, which made it conducive to farming. During the early twentieth century, German immigration cooled significantly, particularly due to the Emergency Quota Act of 1921 and the Immigration Act of 1924.<sup>45</sup> This cooling of German immigration began to reverse in the 1950s due to the passage of the Displaced Persons Act of 1948 and the Refugee Relief Act of 1953, which allowed for the settlement of displaced Eastern Europeans following World War II.<sup>46</sup>

- **Scandinavians**

While not as well known as the aforementioned ethnic groups, the Norwegians, Danes, and Swedes play a significant role in the early history of Stevens Point. Like early German immigrants, Scandinavians first settled in Portage County in areas outside the city. The first Scandinavian to settle in Portage County was Elisha Larson, from Sweden, who settled in Plover for one year before moving away.<sup>47</sup> While early Scandinavian immigrants would settle in what is now the town of Eau Claire, the first immigrants to settle in Stevens Point were the family of John Scott, who operated a boarding house in the city.<sup>48</sup> Like the John Scott family, early Scandinavian immigrants' predominant occupation was operating boarding houses, or *gjestgiveri*, as these immigrants would name it at the time.<sup>49</sup>

Religion was a common attribute of early Scandinavian immigrants. The first religious service for Norwegian immigrants occurred in 1857 in a shanty house along the Wisconsin River.<sup>50</sup> Religious services would occur within people's homes until 1873 when the Norwegian Congregation of Stevens Point founded Trinity Lutheran Church.<sup>51</sup>

Like Jewish immigrants, Scandinavians played an essential role in developing Downtown Stevens Point. The first Norwegians to operate a business in the Downtown were Niels and John Reton, who operated a jewelry store on Main Street starting in 1886.<sup>52</sup>

While other ethnic groups sought to assimilate into the existing culture of Stevens Point,

Scandinavian immigrants sought a different approach. For example, Minnie Gasmann was one of the first settlers to prohibit the learning of the English language.<sup>53</sup> Gasmann states, "Mother didn't want to hear us



speak a word of Norwegian. No sir-ee, we were Americans and we had to speak English right from the time we were kids, and when the neighbor ladies came to visit mother, they spoke Norwegian to her, but she answered them in English."<sup>54</sup> The desire for racial exclusiveness also extended into commercial ventures. The New Hope Wisconsin Mutual Fire Insurance Company, located to the east of Stevens Point, wrote insurance policies only for Scandinavians from their founding in 1887 to 1910.<sup>55</sup>

Scandinavian settlement in Stevens Point remained steady until the 1920s when a sharp drop-off in immigration numbers occurred due to a quota system being established in Washington, D.C.<sup>56</sup> While these exclusionary forms of immigration laws were largely repealed after World War II, the settlement of Norwegians, Danes, and Swedes has remained relatively stagnant until today.<sup>57</sup>



Israel Shafton, Bottom Right<sup>67</sup>

- **Jewish Immigrants**

Jewish immigration into Wisconsin began primarily after Wisconsin's incorporation as a U.S. state in 1848.<sup>58</sup> Starting in the 1840s, Jewish immigration in Wisconsin occurred mostly in Milwaukee, except for a scattering of families in areas outside of Milwaukee.<sup>59</sup> According to the Stevens Point Journal, the first two Jewish families settled into Stevens Point by the early 1870s – Solomon Glover relocated his family from the now-Czech Republic to Stevens Point in 1873, while Isaac Brill relocated his family from Austria to Stevens Point in 1873.<sup>60</sup> While these immigrants came primarily from Germany, a larger group from Eastern Europe came to Wisconsin in the 1880s and began settling in communities across the state.<sup>61</sup>

By 1900, approximately 25 Jewish families were residing in Stevens Point.<sup>62</sup> As the number of persons practicing the Jewish faith increased, so did calls to build a synagogue. In an effort led by Israel Shafton, the Jewish community raised 480 dollars to purchase a lot on Water Street.<sup>63</sup> Construction on a new synagogue began in late summer 1905, with the synagogue officially being dedicated later that year on Rosh Hashanah.<sup>64</sup> The synagogue, named the Beth Israel Synagogue, still stands today as a museum administered by the Portage County Historical Society.

With an increased Jewish population also came increased community involvement. Particularly for members of the Beth Israel Congregation, commercial development within the Downtown began to flourish starting in the late 1800s. Mark Seiler said the first Jewish business was Isaac Brill's Son Dry Goods, which operated on Main Street from 1871 to 1904.<sup>65</sup> Throughout the twentieth century, the number of Jewish-owned businesses within the Downtown increased – so much so that there were over 100 Jewish businesses from 1871 to 2000.<sup>66</sup>

- **Hmong**

In the United States, Wisconsin is one of only two states whose percentage of Hmong ancestry exceeds 0.7% of its total population (Minnesota being the other state).<sup>68</sup> While Milwaukee,



Green Bay, and Fox Valley communities have many Hmong Americans, Stevens Point does, too.<sup>69</sup> According to the University of Wisconsin – Stevens Point, the immigration of Hmong Americans to Stevens Point occurred during three time periods – the mid-1980s, early 1990s and the mid-2000s.<sup>70</sup> While the influx of Hmong Americans in Stevens Point primarily occurred over the last 40 years, its origin dates back to key national policies starting in the 1960s.

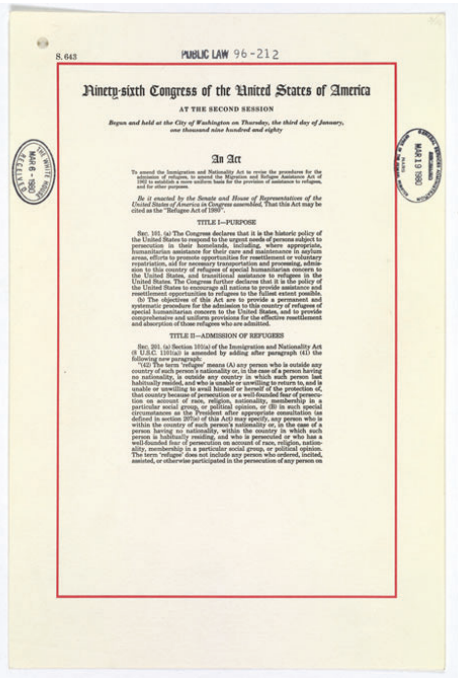
Starting in 1960, in the lead-up to the Vietnam War later that decade, the United States waged a proxy war in Laos during the Laotian Civil War. Lasting until 1973, the Laotian Civil War was aided by United States support through weaponry, humanitarian aid, and tactical information in its attacks against Ho Chi Minh. The conclusion of the Laotian Civil War and significant U.S. presence in Southeast Asia saw the first Hmong family immigrating to Portage County in 1976.<sup>71</sup>

The first wave of Hmong American immigrants to Stevens Point occurred in the mid-1980s, primarily due to the Refugee Act of 1980. The Refugee Act of 1980, signed into law by President Jimmy Carter, amended existing procedures for admitting refugees seeking entry into the United States for humanitarian reasons.<sup>72</sup> With approximately 62 Hmong families living in Portage County at the end of the 1980s, this rapid influx also saw changes in local programming to assist the immigrant population.<sup>73</sup> For example, Madison Elementary School, in 1986, started the first English as a Second Language Program for Hmong children.<sup>74</sup> Additionally, that same year, CAP Services created the Hmong Medical Interpreter program to increase the understanding of the Hmong language and life for healthcare providers in the area.<sup>75</sup>

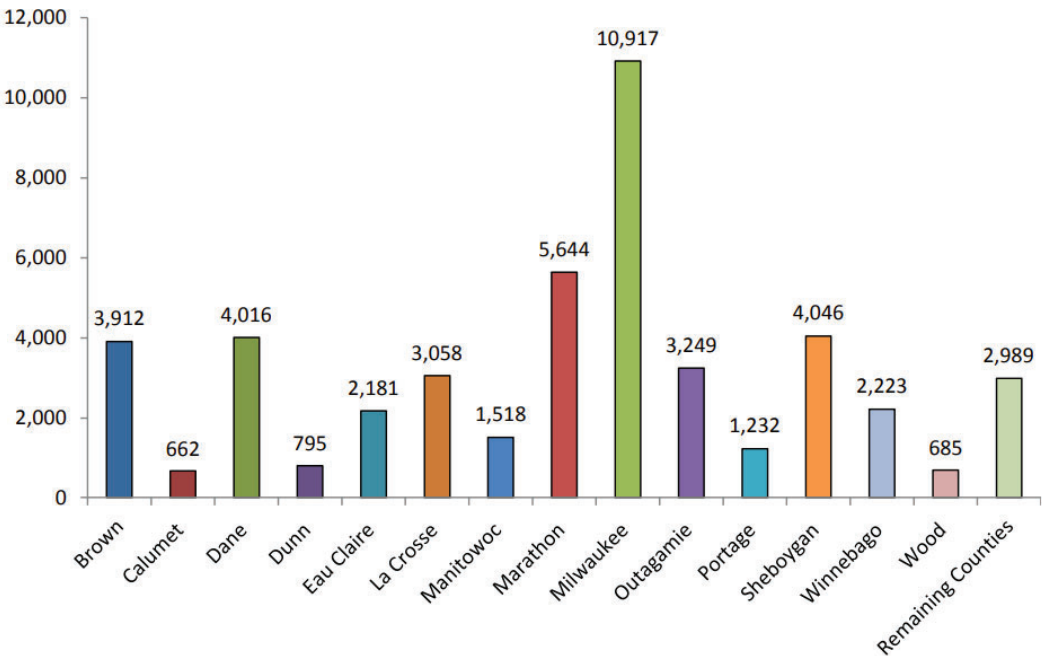
The second wave of Hmong American immigrants occurred in the early 1990s, primarily due to families being held in refugee camps in Thailand and unable to travel back to Laos.<sup>76</sup> While the relocation of Hmong families to the United States was delayed due to political dialogue in Washington D.C., thousands of Hmong held in Thailand refugee camps were allowed to immigrate to the United States – a significant percentage immigrating to Wisconsin. In Stevens Point, this second influx of Hmong Americans into the area was met with additional programming to reduce the knowledge gap between Hmong Americans and the rest of the

Stevens Point population. For example, the Hmong Association of Portage County and the Point Hmong Assistance Association were created in 1991.<sup>77</sup> While actions were taken to better assimilate Hmong culture in the area, the mid-1990s saw an uptick in racism and violence. Among younger age cohorts, for example, Hmong children established the ‘Asian Knights’ group to address harassing actions by White children in the area who were members of the ‘Carolinas’ group.<sup>79</sup> By 2000, 698 Hmong were residing in Stevens Point.<sup>80</sup>

The last wave of Hmong American immigrants occurred in the mid-2000s, primarily due to the closure of the Wat Tham Krabok refugee camp in Thailand.<sup>81</sup> The closure of the Wat Tham Krabok refugee camp resulted in 15,000 refugees relocating to the United States, with a significant percentage settling in Wisconsin.<sup>82</sup> 734 Hmong were living in Stevens Point in 2010, with that number decreasing to 511 in 2020.<sup>83</sup>



Refugee Act of 1980<sup>84</sup>



Distribution of Hmong Population in Wisconsin, Circa 2010<sup>78</sup>





## 5. Planning Process

*"Old ideas can sometimes use old buildings. New ideas must use old buildings."*<sup>85, 86</sup>

Jane Jacobs  
*The Death and Life of Great American Cities*

# Chapter Five: Planning Process

The Stevens Point Historic Preservation Plan began in December of 2023 by establishing the planning objectives outlined in Chapter One. During the early months of 2024, City staff began the information-gathering phase and worked with the City’s Historic Preservation / Design Review Commission to create a public participation plan to identify key stakeholders and involve community members in developing this Plan. The public participation plan was split into two phases:

- From February to April 2024, City staff had one-on-one conversations with identified key stakeholders. These meetings provided an opportunity for City staff to provide background information on this planning initiative and identify issues and opportunities of Stevens Point’s historic preservation program.
- In May 2024, a public survey was live for community members to complete. This public survey consisted of questions addressing each of the above planning objectives to determine current conditions and areas that City staff should prioritize for future preservation actions. The results of the online survey are found in the Appendix.
- In May 2024, City staff held two public workshops at Mid-State Technical College that established a vision among community members for how to fulfill each objective of this Plan. Following these workshops, two walking tours occurred in May – one focused on residential development along Main Street and Clark Street, while the other focused on non-residential development within Downtown Stevens Point. These walking tours addressed identified actions during the two public workshops.

## Public Workshop #1

The first public workshop was conducted on May 7, 2024, in the LEAD Center within Mid-State Technical College. During the first workshop, City staff presented this planning initiative and discussed each of the following objectives: 1.) social and cultural analysis, 2.) financial assistance, 3.) education and outreach, 4.) tourism, 5.) sense of place, and 6.) land development. Several interactive exercises were conducted during this workshop, with results shown below:

**Establishing a vision for preservation.** Using two large sheets of paper, two incomplete visioning statements were written on the top of the sheet. The first sheet of paper had the following sentence: ‘Today, preservation in Stevens Point is \_\_\_\_\_.’ The second sheet of paper had the following sentence: ‘Tomorrow, preservation in Stevens Point will be \_\_\_\_\_.’ Participants were asked how they would finish each sentence by writing their responses on the appropriate sheet of paper. A summary of responses for each sentence is found below:

| ‘Today, Preservation in Stevens Point is _____.’ |                          |
|--------------------------------------------------|--------------------------|
| Unregulated                                      | Inconsistent             |
| Misunderstood                                    | Critical                 |
| Scattered                                        | Isolated                 |
| Uneven                                           | Seen as a Burden by Some |

| ‘Tomorrow, Preservation in Stevens Point will be _____.’ |                                 |
|----------------------------------------------------------|---------------------------------|
| Second Nature                                            | Possible if Action is Taken Now |
| A Community Asset                                        | Better Understood               |
| Prioritized                                              | More Prescribed and Regulated   |
| Consistent                                               | A Renewed Pride in our History  |

**Sense of place within historic corridors.** For the second interactive exercise, participants were split into four groups. At the beginning of the exercise, participants were asked how the streetscape aesthetic could be improved along select street segments that fall within historic areas. These improvements could focus on infrastructure (e.g., lighting, seating, street configurations, intersections, etc.), landscaping, public art, etc.). Using each of the following areas, participants provided their recommendations for streetscape improvements that enhance adjacent historic areas.

- Area #1: Main Street (Strongs Avenue to the Mathias Mitchell Public Square)
- Area #2: Clark Street (Water Street to Strongs Avenue)
- Area #3: Main Street (Fremont Street to Division Street)
- Area #4: Church Street (Shaurette Street to Arlington Place)

## Public Workshop #2

The second public workshop was conducted on May 16, 2024, in the LEAD Center within Mid-State Technical College. During the second workshop, City staff presented this planning initiative and discussed each of the following objectives: 1.) overview of the administration of architectural guidelines for building and site improvements, 2.) gaps in the City’s architectural guidelines, 3.) surveying efforts and priority areas, 4.) local and national historic district nominations, 5.) regulatory reform through ordinance amendments, and 6.) implementing the Community Preservation Plan. Several interactive exercises were conducted during this workshop, with results shown below:

**Establishing the purpose for recognized historic districts and sites.** Using one large sheet of paper, an incomplete visioning statement was written on top. The sheet of paper had the following sentence: ‘Historic districts and sites are designed to achieve \_\_\_\_\_.’ Participants were asked how they would finish the sentence by writing their response on the appropriate sheet of paper. A summary of responses is found below:

**Mapping out historic areas of Stevens Point.** Using an aerial image of the city of Stevens Point, participants were asked to locate areas of



Public Workshop: May 7, 2024

historic and cultural importance. These areas could be individual sites or a collection of properties that make up a broader district. The purpose of this exercise was twofold – 1.) to determine areas viewed as being historically significant that fall outside of a local- or nationally-recognized historic district or site, and 2.) to determine which areas should be prioritized for future surveying efforts.

**Prioritizing objectives of the Community Preservation Plan.** In discussing how this Plan would be implemented, participants were presented with the different planning areas that make up this Plan: financial assistance, education and outreach, tourism, sense of place, site development, architectural guidelines for building improvements, local and national district nominations, and ordinance amendments. At the beginning of this exercise, each participant was presented with six one-dollar dollars. In the front of the room, sticky notes were posted on the front row of tables – each note denoting one of the planning areas. Participants were instructed to spend their money based on which planning area should be prioritized first implementing its recommended policies. Participants had to spend all six dollars, and they could allocate their dollars to one or more planning areas. After this exercise, planning areas received the following dollar amounts:

| Prioritized Implementation Areas |      |
|----------------------------------|------|
| Education & Outreach             | \$19 |
| Financial Assistance             | \$18 |
| District Nominations             | \$15 |
| Architectural Guidelines         | \$10 |
| Sense of Place                   | \$9  |
| Tourism                          | \$3  |
| Zoning & Development             | \$2  |
| Ordinance Amendments             | \$1  |

June – August 2024: Document Development

With observations received during the public participation phase of this Plan, City staff worked on creating a draft planning document. Frequent updates were provided to the City’s Historic Preservation / Design Review Commission during Commission meetings.

September – October 2024: Public Feedback on the Draft Plan

During these two months, City staff presented the draft Plan and solicited feedback from the City’s Historic Preservation / Design Review Commission on September 30,, 2024, and the City’s Plan Commission on October 7, 2024. Following these two conversations, edits to the Plan were made, and a public workshop was held on \_\_\_\_\_, 2024, at the LEAD Center within Mid-State Technical College. During this workshop, City staff presented the proposed policy recommendations to community members and asked for feedback. A summary of the recommended changes is as follows:

| Proposed Changes to Draft Historic Preservation Plan |  |
|------------------------------------------------------|--|
|                                                      |  |
|                                                      |  |
|                                                      |  |
|                                                      |  |

November – December 2024: Adoption.

Consistent with the Stevens Point Historic Preservation Ordinance, adopting the Community Preservation Plan

required the approval of the City’s Historic Preservation / Design Review Commission, Plan Commission, and Common Council. A public hearing was conducted during the Historic Preservation / Design Review Commission on \_\_\_\_\_, 2024, with the Commission ultimately recommending approval of adopting this Plan. A public hearing was also conducted during the Plan Commission meeting on \_\_\_\_\_, 2024, which also recommended approval of the Plan. Lastly, the Common Council conducted a public hearing and adopted this Plan during their \_\_\_\_\_ 2024 meeting.





## 6. Goals, Objectives & Policies

*"The past is not the property of historians; it is a public possession. It belongs to anyone who is aware of it, and it grows by being shared. It sustains the whole society, which always needs the identity that only the past can give."*<sup>87</sup>

<sup>88</sup>

Walter Havighurst

# Chapter Six: Goals, Objectives & Policies

Goals, objectives and policies outlined within thie Community Preservation Plan are tailored to each of the following areas:

1. Surveying Efforts & Priorities
2. Local and National District Nominations
3. Ordinance Amendments
4. Zoning & Development
5. Financial Assistance
6. Tourism
7. Sense of Place
8. Education & Advocacy

## Surveying Efforts & Priorities

Proper surveying and documentation is the bedrock for gauging the exent of historic resources that exist within a community. Surveying an individual building, property, or series of properies is not only important in better understanding the history of Stevens Point, but it also increases public awareness for what buildings and sites should be preserved for future generations. As discussed throughout this Plan, Stevens Point was home to several historical figures that has helped shape its local history. From the Indigenious population that has called Stevens Point home, to George Stevens establishing a trading post in today's Downtown area, to the immigrants who relocated to Stevens Point over the last century, surveying historical buildings and sites better understands the biography of key individuals. The documentation of historic buildings and sites can occur through on-site and virtual field assessments, and a key outcome of survey work is to understand if a building is site is eligible for listing on the National Register of Historic Places. This section provides recommendations for future surveying efforts that the City should pursue over the next twenty years.

### Goal: Document Historic Resources Found Throughout Stevens Point

**Objective #1: Create and Implement Strategies to Document Architecturally Significant Properties, Structures, and Other Site Improvements.**

**Policy 1.1: Complete a Citywide Intensive Survey by 2036.**

Leading preservation organizations recommend that intensive surveys be completed every 25 years to account for historic building, site, and district changes. The City's current intensive survey was produced in 2011, and it should work to conduct a new one by 2036. In 2011, a significant number of properties within Stevens Point were not surveyed because those buildings were less than 50 years old. As over 95% of buildings located in Stevens Point were constructed before 2011, the City should look to conduct a citywide survey.

**Policy 1.2: Resurvey the Proposed Church of the Intercession – St. Stephens R.C. Church Historic District.**

The city block bounded by Church Street, Clark Street, Pine Street, and Ellis Street was identified in the 2011

Intensive Survey Report as being eligible for listing on the State and National Register of Historic Places – named the Church of the Intercession – St. Stephens R.C. Church Historic District. Since 2011, a building located at the southeast corner of this city block has been demolished, and significant deterioration of the steeple on the Church of the Intercession has occurred. Community advocates, including the Church of the Intercession's property owner, have prioritized a nomination of this proposed district to allow for state and federal tax credits to fund rehabilitation work on the Church of the Intercession. Given the changes to this proposed historic district since 2011, this city block should be resurveyed to ensure it is still eligible for listing on the State and National Register of Historic Places.



St. Stephen's Church<sup>89</sup>

**Policy 1.3: Resurvey the Proposed Pine Street – Plover Street Historic District.**

The Pine Street - Plover Street Historic District, proposed within the 2011 Intensive Survey Report, has been identified by community stakeholders as being prioritized for future national historic district nominations. The Wisconsin State Historic Preservation Office requires that a proposed district subject to a nomination request be surveyed within the last 20-25 years. Should this proposed national historic district be designated before 2031, this historic district will need to be resurveyed.



1921 Plover Street

**Policy 1.4: Prioritize Areas in Stevens Point for Future Surveying Efforts.**

Various areas within Stevens Point have been identified by community stakeholders to be given priority status for future surveying efforts – arguments including areas not being surveyed in 2011, areas concerned to have experienced loss of historic integrity, and areas believed to have local significance. Priority areas include:

- Properties surrounding the Canadian National Railway from the Wisconsin River to Michigan Avenue
- The institutional district comprising of St. Joseph's Catholic Church, Jefferson Elementary School, and St. Paul Lutheran School.
- Post-World War II housing development along Green Avenue, Ridge Road, and Janick Circle North
- Old Main Neighborhood.
- Buildings that have reached 50 years of age since 2011.

**Objective #2: Analyze and Promote the History of Stevens Point's Ethnic Groups Through the Built Environment.**

**Policy 1.5: Prioritize Areas in Stevens Point to Conduct an Archeological Survey.**

Stevens Point is located in an area of rich indigenous significance. Stevens Point is located at the divergence



between the Ojibwe and Menominee Tribal Nations and within the Wisconsin Tension Zone. The Wisconsin Tension Zone is where the northern boreal and southern oak forests converge, resulting in a wildlife-rich habitat that the Ojibwe and Menominee Nations utilized for habitation. The City should work with the Native American Center at the University of Wisconsin – Stevens Point to plot areas within city limits that may have archeological significance. Once these locations are identified, the City should look to conduct a Phase I Archaeological Survey of these locations.

**Policy 1.6: Promote Future Research and Documentation of the Following Groups within Stevens Point: the Indigenous Population, Eastern and Western Europeans, Scandinavians, Hmong, Women, Latinx & LGBTQIA+.**

Historically, Stevens Point has had a good track record of continuously documenting historic buildings and sites within the Downtown and Clark Street Historic District. However, no efforts have been made to tie Stevens Point’s cultural identity to its historic sites and areas.

For future surveys and archival research, a deeper examination of the cultural and societal influence on a particular building or site should be a requirement. Given the diminished documents on particular ethnic groups, surveyors may need to rely on one-on-one interviews with selected stakeholders to assist in their research – methods typically not conducted during a traditional historic survey.

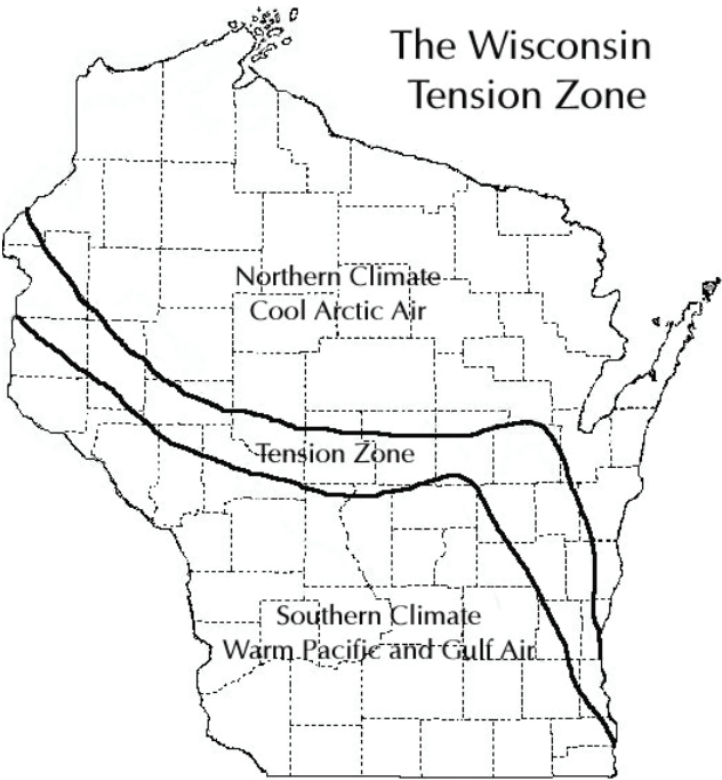
It is important to note that incorporating research on particular ethnic groups may not lead to a building, site, or district being eligible for listing on the State and National Register of Historic Places. While discovering additional eligible nominations is always welcome, the need to document the above ethnic groups is to assist in some of the educational and outreach recommendations highlighted below (e.g., interpretive signage and plaques, tours, and other storytelling methods).

**Policy 1.7: Encourage Surveys to be Conducted for Future Targeted Area Master Plans.**

With the adoption of this Plan, the City is working on creating neighborhood plans for defined areas of the City. A standard recommendation from adopted neighborhood plans is to produce a targeted area master plan. A targeted area master plan provides focused planning strategies on a small geographic area, with strategies ranging from housing to transportation to redevelopment. Where conservation is requested for neighborhood and commercial revitalization, identifying an area’s potential historic integrity is necessary to assist in promoting area identity and marketing efforts.

Local and National District Nominations

Historic districts on the local and national level are established for a variety of different reasons -- to highlight common architectural features that exist in an area, to highlight a community’s social, cultural, ethnic or historical significance, to better protect the structural integrity of buildings and other improvements, and to provide financial assistance to property owners of a historic building. As discussed earlier in this Plan, Stevens



Wisconsin Tension Zone<sup>91</sup>

Point is home to two national historic districts, three local historic districts and a scattering of local landmarks designated on the local and national level. While City leaders have the groundwork established in designating and protecting historic buildings, public input have been received throughout this report that highlights the need to designate additional districts and sites.

Goal: Locate Stevens Point’s Historic Inventory that is of Local, Statewide and National Importance.

Objective #1: Identify and Promote Districts and Sites that are Eligible for Listing as a Local Historic District or Local Landmark.

**Policy 2.1: Designate the City Block Bounded by Clark Street, Division Street, Ellis Street, and Rogers Street to the Downtown Design Review District.**

When the City established the Downtown Design Review District and Clark Street Historic District in the 1980s, this City block was excluded from a local historic district nomination due to the flooding threat in this area. In the 2000s, a levy was installed along the Wisconsin River to address flooding concerns, which removed this City block from the 100-year floodplain.

A rising trend in communities is to place some level of building and site design oversight on areas surrounding local historic districts. Given that this City block is located between two local historic districts – connected through two arterial streets – the City should look to add this City block to the Downtown Design Review District to achieve aesthetic harmony between these two historic areas.

**Policy 2.2: Expand the District Boundary of the Clark Street Historic District to Match the Boundary of the Clark Street – Main Street Historic District.**

While the local Clark Street Historic District consists of properties abutting Clark Street, the national Clark Street – Main Street Historic District includes properties abutting Main Street from Downtown to Fremont Street. Communities tend to seek identical district boundaries for local and national historic districts to ensure that national historic districts retain their historic integrity through local regulatory means. As shown in the district boundaries below, one contradiction is that Seramur Park is located within the Clark Street Historic District and does not fall within the Clark Street – Main Street Historic District. Given the local significance that the park property has as a former school, this Plan would recommend that the Seramur Park property be retained under a local historic district boundary.

Lastly, it is important to note that expanding the district boundary would provide additional financial assistance to these property owners. A common theme discussed during the creation of this Plan was that while ample local financial assistance programs are offered for non-residential uses, there are no local financial assistance programs for single- and two-family residential properties. Should the recommended financial assistance programs in this Plan be created, it would enable further investment for properties along Main Street – potentially allowing for more significant usage of the State and National Rehabilitation Tax Credit Program.

**Policy 2.3: Promote Dialogue with Property Owners of Historic Sites to Encourage Local Landmark Designation Requests.**

The City has had a local landmark designation program since the 1980s, with 27 buildings currently designated. Most of these buildings were designated between 1986 and 1989; however, only three buildings have been designated post-2000.

As shown within Chapter Four, the 2011 Intensive Survey Report has identified dozens of individual sites



and buildings that are eligible for listing on the National Register of Historic Places. The City should begin a conversation with property owners of eligible national sites, focusing on the historic or architectural significance of the building and the value in being designated as a local landmark, and discuss the process for designation. Depending on the situation, the City should identify ways in which a landmark designation would benefit the property owner. For example, the City worked with the property owner of the Central City Iron Works Building (2041 Madison Street) in 2024 to designate the building as a local landmark. The Central City Iron Works Building was repurposed as part of a larger adaptive reuse project. As no exterior improvements were planned on the building, the property owner sought to achieve local landmark status to allow for less stringent Building Code requirements for interior improvements.

**Policy 2.4: Require Property Owner Consent for Local Historic District Nominations.**

Any interested party may petition the Historic Preservation / Design Review District to designate a specific geographical area as a local historic district. The City’s Historic Preservation Ordinance outlines the process for creating a local historic district, including the public hearing requirement and the review standards on which the Commission must base its decision for a potential district designation. However, the City’s Historic Preservation Ordinance does not require consent from impacted property owners to create a local historic district. Rather than requiring a certain percentage of property owners to agree to be in a local historic district, this policy recommendation states that no more than 50% of property owners who fall within a proposed local historic district may object to a local designation. Prohibiting more than 50% objection to a district request is similar to other processes outlined within Wisconsin Statutes, such as creating a business improvement district.

**Objective #2: Continually Evaluate Districts and Sites that are Eligible for Listing on the State and National Register of Historic Places.**



1040 Ridge Road

**Policy 2.5: Prepare a report of each eligible National Historic District every five years.**

The city has four districts that are eligible for listing on the National Register of Historic Places. The Historic Preservation / Design Review District should produce reports highlighting key initiatives during the prior year that impact the proposed national historic districts, exterior building, and site improvements conducted on these properties and highlight new outreach recommendations. The report should be published during National Historic Preservation Month in May and should be sent to all property owners who fall within eligible national historic districts.

**Objective #3: Promote the Designation of Historic Resources for State and National Accreditation.**

**Policy 2.6: Designate the Church of the Intercession – St. Stephens R.C. Church Historic District to the National Register of Historic Places if a Future Intensive Survey Confirms Eligibility to the National Register.**

As stated within Policy 1.2, this Plan recommends that the proposed Church of the Intercession – St. Stephens R.C. Church Historic District is resurveyed to determine if it is still eligible for listing on the National Register of Historic Places. If the survey determines that eligibility still exists, the City should work expeditiously to

designate this district to the National Register of Historic Places. Given financial constraints through the City’s Capital Improvement Plan, the City should prioritize seeking grant funding through the Certified Local Government Program, administered by the Wisconsin Historic Preservation Office.

**Policy 2.7: Designate the Pine Street – Plover Street Historic District to the National Register.** Through the creation of this Plan, stakeholders have identified the Pine Street – Plover Street Historic District as having the highest priority to be designated on the National Register of Historic Places. This determination came to be due to the impact that a district designation would have – the Pine Street – Plover Street Historic District is the most significant proposed national district regarding the number of properties – and by providing another funding source for residential property owners of historic buildings. As part of a national historic district nomination, the State Historic Preservation Office requires community engagement with impacted property owners. Once the City determines a rough timeline for when nomination papers would be sent to the State Historic Preservation Office, Community Development Department staff should work in earnest to hold neighborhood meetings with impacted property owners to discuss the potential nomination, benefits of being located within a national historic district and identify potential concerns that may exist.

**Policy 2.8: Prioritize Buildings and Properties Under City Ownership for National Register Nominations.**

A common theme discussed during the community engagement phase of this planning process is that the City should take a more active role in preserving historic sites and architecturally significant buildings under their ownership. The 2011 Intensive Survey Report has identified several City-owned buildings and sites eligible for national designation, including:

- Iverson Park (4201 Main Street): Ten buildings and improvements, including the memorial monument, Jefferson Street entrance gates, and bath house.
- Sewage Treatment Plant (300 Bliss Avenue).
- Bukolt Park.

The City should consult with other long-range planning documents in conjunction with a national register nomination. For example, the City’s Comprehensive Outdoor and Recreation Plan should be reviewed for proposed building improvements on Bukolt Park and Iverson Park.

**Ordinance Amendments**

In communities across the United States, an impactful way to ensure the significance of historic buildings and sites for future generations is through regulatory reform. As discussed in Chapter Two, the City of Stevens Point is granted police powers to adopt and enforce regulations that govern historic structures and improvements. While most communities have a historic preservation ordinance - required to be designated as a Certified Local Government - recently, municipalities are being creative with regulatory reform to address key preservation issues that exist in the twenty-first century. This section outlines proposes amendments to ordinances found within the Stevens Point Revised Municipal Code that governs, either directly or indirectly, historic preservation.

**Goal: Provide Regulatory Controls that Preserves and Protects Stevens Point’s Historic Inventory.**

**Objective #1: Ensure that the Stevens Point Historic Preservation Ordinance Provides Safeguards for the City’s Historic and Cultural Resources.**



**Policy 3.1: Adopt a Demolition Delay Ordinance.**

The Historic Preservation / Design Review Commission’s Design Guidelines permit the Commission to delay a vote on building demolition requests for a period not to exceed 365 days. During this period, the Commission is tasked with working with City staff and the property owner(s) in question to determine alternatives to demolition for the building.

Communities across the United States begun adopting a demolition delay ordinance to ensure that a careful and thoughtful decision-making process occurs prior to a potential demolition of a historic building. Under this recommendation, the City should carry over the 365-day demolition delay provision from the Commission’s Design Guidelines to the City’s Historic Preservation Ordinance.

The current demolition delay provision only applies to buildings within a local historic district or designated as a local landmark. Within the City’s Historic Preservation Ordinance, the following resources should also fall under the protection of a demolition delay ordinance:

- Properties listed on the National Register of Historic Places that are not designated as local landmark property or fall within a local historic district.
- Properties eligible for listing on the National Register of Historic Places, both as an individual building/property and as a broader district.

**Policy 3.2: Incorporate Economic Hardship Provisions within the City’s Historic Preservation Ordinance.**

Over the years, property owners of historic buildings have expressed concern about meeting the architectural requirements of the Historic Preservation / Design Review Commission’s Design Guidelines due to the economic hardship that they would experience. As such, some property owners withhold rehabilitation projects on their historic buildings due to the rising cost of materials. Communities across the United States, such as the City of Madison, Wisconsin, have begun adopting economic hardship provisions within their historic preservation ordinances.

An economic hardship ordinance in Stevens Point would enable the Historic Preservation / Design Review Commission to grant a variance from its’ Design Guidelines to property owners who can prove that the strict application of the design guideline(s) would result in unnecessary financial hardship or would otherwise deny a return on investment that is deemed reasonable by the Commission. Under an economic hardship ordinance, a property owner may not perform a building or site improvement that is not historically significant – rather, the Commission would work with the petitioner to determine an alternative project plan that a.) meets the original scope of work as requested by the applicant, b.) is less expensive and c.) would still preserve the historical integrity of the building, site, and district that it is located within.



Historic Fire House #2

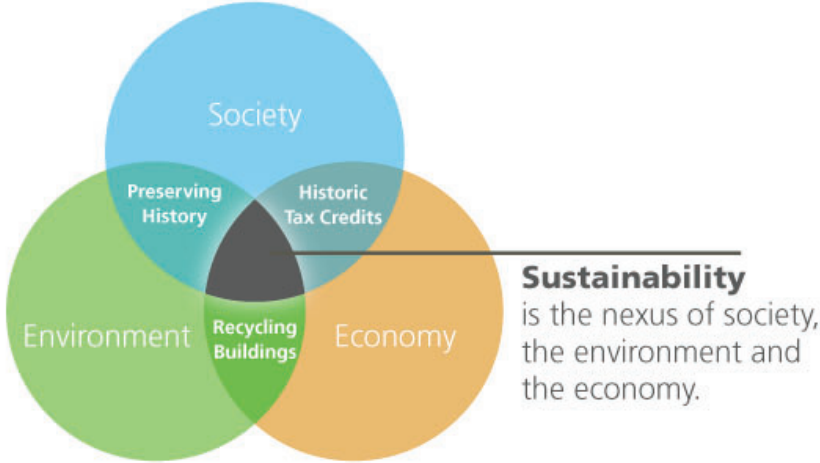
**Policy 3.3: Consider Requiring Façade Easements for Building Projects Receiving Financial Assistance from the City.**

Stevens Point has several buildings of historic, social, and cultural significance that are not under the oversight of the City’s Historic Preservation Ordinance. For historic resources that fall within a national historic district, along with those that are considered eligible for designation on the National Register of Historic Places, property owners may receive local financial support through low-interest loans, grants, and other funding mechanisms. Should the City provide public dollars to these properties for exterior building improvements, the property owner should enter into a façade easement agreement with the City. Under a façade easement, the property owner would agree to certain provisions, such as the restriction to demolish a historic building and performing future improvements inconsistent with the site’s historic nature.

**Objective #2: Ensure that the Historic Preservation / Design Review Commission’s Design Guidelines are Reflective with 21st Century Practices for Improvements to Historic Resources.**

**Policy 3.4: Promote the Adaptive Reuse of Historic Buildings as a Sustainability Initiative.**

In the past, historic buildings across the country have been demolished to make way for new construction, as the cost for new construction was less than an adaptive reuse project on existing historic buildings. Given the rising cost of new construction, along with local, state, and federal financial assistance tied to historic buildings, it is often cheaper to rehabilitate historic buildings for new uses. The City should work with community stakeholders to present this message to property owners, prospective developers, and builders to promote the occupancy of vacant historic buildings located in Stevens Point.



Stevens Point City government and the broader community have historically prioritized sustainability through various means. Incorporating sustainability in historic preservation should be better publicized to extend the lifespan of existing built resources, reduce the amount of construction waste in landfills, and promote social and cultural vitality within neighborhoods and commercial corridors.

**Policy 3.5: Encourage the Reusing of Building Materials for Historic Buildings that were Demolished.**

Although it is uncommon for historic buildings to be demolished, the City should require that certain building materials be salvaged when feasible. For example, signage tied to a longstanding company in a historic building should be saved and donated to a third-party organization for the public’s viewing pleasure. Additionally, salvaged materials could be resold to be used on other historic buildings if it is historically appropriate.

**Policy 3.6: Incorporate Sustainable Design Standards within the Historic Preservation / Design Review Commission’s Design Guidelines.**

The Historic Preservation / Design Review Commission’s Design Guidelines were last adopted in 2014. While significant changes were made to protect the city’s historic resources, it needs to elaborate on sustainable improvements that could occur on a historic building. In amending the Commission’s Design Guidelines, the

following should be incorporated:

- Allow for the placement of a ground-mounted solar array so long as it is not visible from a public right-of-way. City zoning requirements will still apply.
- Allow for the placement of roof-mounted solar arrays so long as they are not visible from a public right-of-way.
- For historic buildings that have asphalt shingles, allow for their replacement with a solar shingle. Such a replacement should be classified as a 'minor work.'
- Permit green roofs with the condition that plant vegetation is not visible from a public right-of-way.

**Policy 3.7: Adopt Design Guidelines About the Commercial Use of a Historic Building's Rooftop.**

Most historic buildings in Downtown Stevens Point cannot support rooftop activation due to mechanical equipment placement on the roof. For existing development that can support rooftop access, the Historic Preservation / Design Review Commission should amend the 'Roofs' section of its Design Guidelines to ensure appropriate design considerations protect the building's historic integrity.

When new construction occurs, the developer should work to provide rooftop space, particularly for multi-family residential and commercial building. Allowing for rooftop space will promote Downtown vibrancy and improve the commercial vitality of its location.



Rooftop Activation of a Historic Building  
Loveland, Colorado<sup>92</sup>

**Objective #3: Uplift the Historic Preservation / Design Review Commission to Ensure that it has the Resources Available to Implement Preservation Strategies Identified within this Plan.**

**Policy 3.8: Provide Training Opportunities for Historic Preservation / Design Review Commission.**

Historic Preservation / Design Review Commission members and applicable City staff should regularly attend seminars, trainings, workshops, and conferences offered by the National Trust for Historic Preservation, Wisconsin Historic Preservation Office, Portage County Historical Society, and other sources. These training opportunities will ensure that commissioners and City staff are up to date with new innovative strategies in historic preservation and have the appropriate skills and knowledge to execute their essential functions.

## Zoning & Development

Historic preservation as a practice typically involves smaller improvements to a building, such as windows, doors, and tuckpointing. However, larger development such as building additions and new construction can have a significant impact on the integrity of a historic district. Careful consideration is needed to ensure that municipal ordinances and land use plans, such as the Stevens Point Zoning Ordinance, Sign Ordinance, and the Comprehensive Plan, does not conflict with the architectural requirements for historic buildings.

## Goal: Connect Preservation Strategies with Zoning, Site Development and Growth Management Tools.

**Objective #1: Achieve Consistency Between the Historic Preservation / Design Review Commission's Design Guidelines and the City's Zoning Ordinance.**

**Policy 4.1: Create Conservation Districts Matching Eligible National Historic District Boundaries.**

Communities across Wisconsin, such as the City of Madison, have created conservation districts for areas of historic significance not located within a historic district. Conservation districts act as overlay districts within a zoning ordinance, whose focus centers on conserving essential physical characteristics of a defined area. While a conservation district would focus less on building materials, for example, it would focus more on promoting consistency between existing and new development through physical development. As such, a conservation district would provide regulatory oversight on preserving uniform lot features (e.g., lot configurations and setbacks), uniform building components (e.g., roof styles and front porches), and uniform streetscape attributes (e.g., landscaping and lighting).

The City should look to designate eligible national historic districts on the National Register of Historic Places. If, after consulting with impacted property owners, that designation is not recommended, the City's Historic Preservation / Design Review Commission and Plan Commission should work to establish conservation districts within the Stevens Point Zoning Ordinance.

**Policy 4.2: Consolidate and Match Applicable Rules and Regulations Between the Design Guidelines and Zoning Ordinance.**

Compliance with the Historic Preservation / Design Review Commission's Design Guidelines and the Stevens Point Zoning Ordinance are required for specific historic building and site improvements. Under these situations, consistency in regulations and terminology between the two regulatory documents is necessary. Areas for the Historic Preservation / Design Review Commission and Plan Commission to amend language between their respective regulatory documents include the following:

- Create uniform definitions among shared terms.
- Evaluate and amend building development standards (e.g., minimum setback requirements, maximum building height allowances, etc.) between what the Stevens Point Zoning Ordinance requires and the existing building form.
- Evaluate land use standards within residential neighborhoods and commercial districts to promote reusing historic resources.
- Create separate landscaping guidelines within the Stevens Point Zoning Ordinance for properties in the Downtown Design Review District.
- Amend the provisions of the Stevens Point Sign Ordinance regarding wall signs and projecting signs. For example, the Historic Preservation / Design Review Commission's Design Guidelines prohibit illuminated signs, while the Sign Ordinance allows signs on canopies, freestanding signs, and wall signs to be illuminated.

**Objective #2: Integrate Historic Preservation Goals with the City's Comprehensive Plan.**



**Policy 4.3: Amend the ‘Downtown District’ Future Land Use Criterion to Prioritize Mixed-Use Development Among Historic Buildings Along Main Street and Clark Street within the Downtown Design Review District.**

The Stevens Point Comprehensive Plan is a long-range planning document that provides direction to guide future planning and community decisions. In Wisconsin, State Statutes require comprehensive plans to address nine different topic areas – one of which is land use. Within the land use criterion is a section on future land use, which assigns each parcel within City limits with a designated future land use criterion. The criterion used for most of the Downtown Design Review District is the ‘Downtown District’ criterion, defined as to “allow for and promote high-density office, retail, housing and public uses, preferably in mixed-use buildings.” For buildings along Main Street and Clark Street from Water Street to Rogers Street, excluding the existing single- and two-family residential uses east of Associated Bank, the definition ‘Downtown District’ should be amended to require mixed-use buildings.

**Policy 4.4: Promote the Rooftop Activation of Historic Buildings within the ‘Housing’ and ‘Land Use’ Elements of the Stevens Point Comprehensive Plan.**

Local preservation stakeholders have recognized the desire to promote rooftop activation for existing buildings and new developments in Downtown Stevens Point. The Stevens Point Plan Commission should work to amend the ‘Housing’ and ‘Land Use’ elements of the City’s Comprehensive Plan to acknowledge that the rooftop use of three-plus-story buildings is encouraged for new development.

**Policy 4.5: Encourage the Adaptive Reuse of Historic Buildings, Particularly Vacant Second Floors, as an Option to Meet Affordable Housing Demand.**

City leaders have recognized that a shortage of housing exists, as evidenced by the City’s 2017 Housing Study. Some historic buildings in the downtown area are vacant on the second floor partly due to rehabilitation costs, occupancy restrictions, and building code limitations. The City should look to spur further housing accommodations within the Downtown through financial assistance for interior rehabilitation projects, development incentives for appropriate new development, and amending occupancy regulations through the Stevens Point Zoning Ordinance and Property and Maintenance Code.

**Financial Assistance**

As the age of a historic building increases, so too does the long-term maintenance needed. Throughout the public participatory phase of creating this Plan, property owners of the city’s historic inventory have expressed a desire for City government to take a more active role in providing financial assistance - both through direct and indirect means. This section highlights opportunities where the City can provide financial resources to property owners to encourage them to perform maintenance work on their building and site.

**Goal: Facilitate the Financial Investment of Historic Resources Found in Stevens Point.**

**Objective #1: Encourage the City to Play an Active Role in Creating New Financial Assistance Programs and Making Targeted Revisions to Existing Financial Assistance Programs.**

**Policy 5.1: Amend the City’s Façade Improvement Grant Program to Encourage Greater Use.**

Since the early 2010s, the City has administered a Downtown Façade Improvement Grant Program. The Façade

Grant program allows commercial and mixed-used buildings within the Tax Increment Finance District No. VI to apply for 40% matching funds on the total costs for eligible exterior building improvements. \$100,000 is provided annually to the Façade Grant Program. While the Façade Grant Program has experienced considerable usage over the last five years, targeted revisions to program requirements could occur to increase interest and utilization. Such revisions include:

- Increasing the annual allocation of funds into the program from \$100,000 to \$120,000
- Permitting door and window improvements as an eligible improvement by itself.
- In the ‘Ranking Order of Applicants’ section, add that priority will be given to projects that receive rehabilitation tax credits through the State Historic Preservation Office.
- Require that awarded projects must be completed within 18 months versus the current 12-month requirement.
- Allow grant applications to be reviewed and approved by the Designated Agent instead of requiring approval by the Historic Preservation / Design Review Commission. Note that most grant requests include a scope of work considered a ‘major work’ per the Commission’s Design Guidelines, which would still require approval from the Commission.

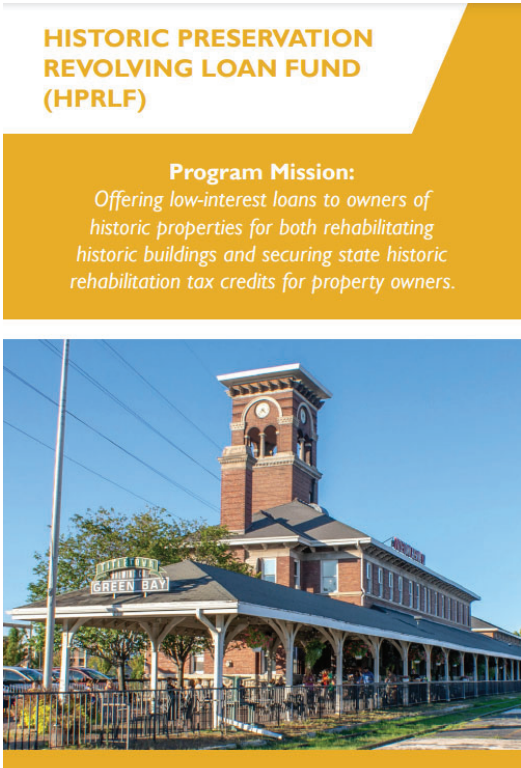
**Policy 5.2: Promote the City’s New Downtown Window Reopening Grant Program.**

In 2023, the City created a new financial assistance program providing funds targeting former windows on a Downtown building that was filled in with brick or boarded up. As this is a new program, the Historic Preservation / Design Review Commission and City staff should work to publicize the new grant program by providing direct mailers to eligible property owners, providing resources for finding appropriate windows and explaining the application process.

**Policy 5.3: Create a Revolving Loan Fund for Building Rehabilitation Projects.**

Communities across Wisconsin, such as the City of Green Bay, have established a revolving loan fund for historic buildings. A revolving loan fund would provide a loan from the City to a property owner to conduct exterior improvements to their historic building. Most communities open their revolving fund to all buildings that make up their historic inventory, including properties eligible for listing on the National Register of Historic Places. If a revolving loan fund is created in Stevens Point, the City’s Historic Preservation / Design Review Commission and Redevelopment Authority will work together to establish program requirements. A revolving fund should provide up to \$10,000 in payments and be prioritized for projects that will also receive Rehabilitation Tax Credits (property owners must provide a minimum contribution of \$10,000 to be eligible to receive tax credits. Suppose the City’s Redevelopment Authority does not have the funding to finance the loan program. In that case, the City should partner with outside partners, such as the Stevens Point Housing Authority, local corporations and foundations, to receive appropriate funding.

**Policy 5.4: Partner with the Downtown Business**



Revolving Loan Fund  
City of Green Bay, Wisconsin<sup>93</sup>

**Improvement District to Create a Commercial Revitalization Fund.**

Realtors and prospective business owners have recognized that while financial assistance to perform improvements on the exterior of historic buildings helps to obtain occupancy of a commercial space, the biggest barrier is the interior costs associated with remodeling a space to meet building code requirements.

The City of Milwaukee maintains a Commercial Revitalization Fund that provides grant funding to occupy vacant storefronts and to perform interior renovation of a storefront unit. The Commercial Revitalization Fund includes four programs, including the Retail Investment Fund. The Retail Investment Fund provides up to \$5,000 per full-time job created or 40% of eligible costs, whichever is less. This Fund aims to promote the occupancy of commercial storefronts, which will result in job creation. The Downtown Business Improvement District should partner with relevant agencies to establish a grant program and outline minimum requirements.

**Policy 5.5: New Financial Assistance Programs Should Prioritize Single- and Two-Family Residential Areas.**

All City-administered financial assistance programs apply only to commercial and mixed-use buildings, leaving single- and two-family historic property owners to find financial assistance for rehabilitation work. In creating new local financial assistance programs, the City should work to ensure that residents of the Clark Street Historic District and eligible national historic districts can utilize these new financial resources.

**Objective #2: Promote Outside Financial Assistance Programs to Owners of Historic Resources.**

**Policy 5.6: Provide Technical Assistance to Property Owners in Submitting Rehabilitation Tax Credit Applications.**

Two tax credit projects were approved and completed in the last twenty years. One reason for the lack of tax credit projects occurring within the Mathias Mitchell Public Square and Clark Street – Clark Street Historic Districts is due to the questions that property owners face in completing nomination papers for tax credits. As the City has ample historical data, City staff should work with prospective tax credit applicants in submitting their request to the State Historic Preservation Office.

**Policy 5.7: Publicize and Encourage State and National Historic District Property Owners to Apply for Tax Credits.**

With only two tax credit projects being approved and completed over the last twenty years, additional education and outreach is needed by City staff to eligible property owners. City staff should engage with eligible property owners by explaining eligible projects for tax credits, the application submittal, and reporting requirements. Outreach with property owners should start via mailers and should occur yearly, particularly during the late winter months.

**Policy 5.8: Create a Comprehensive List of State, Federal, and Non-Profit Funding Sources and Publish it on the City’s Website.**

A significant number of financial resources exist for property owners of historic buildings, with such resources available through local, state, and federal agencies. The City should create and continually update a list of available funding sources. Key information that should be conveyed is eligible projects, minimum and maximum financial awards, the application process, and any reporting requirements that may exist.

**Policy 5.9: Prioritize Community Development Block Grant Funds for Historic Areas Not Within a Local**

**Historic District and Design Review District.**

The Community Development Block Grant Program, offered through the U.S. Department of Housing and Urban Development, provides financial assistance for various community development activities, including historic preservation. While the City has not prioritized Community Development Block Grant funding in the past due to the extensive reporting requirements, award amounts can be significant. The Community Development Block Grant Program should be explored for larger city projects requiring a higher financial cost, including property rehabilitation, public facility projects and improvements, clearance activities, and engineering costs. To the greatest extent possible, priority should be given to the city’s historic inventory outside a local historic and design review district.

**Tourism**

Until recently, tourism has been considered disconnected with preservation activites in communities. Over time, however, preservationists have found that both tourism and historic preservation can compliment one another - to achieve greater visibility of historic buildings, to bring more visitors to a historic district, and to highlight the economic impact that tourism has for historic areas. As City leaders recognize that parterships can occur with private organizations and stakeholders to promote tourism activities in historic areas, this section proposes actionable steps to activate heritage tourism in Stevens Point.

**Goal: Promote Heritage Tourism by Showcasing Stevens Point’s History and Culture.**

**Objective #1: Connect Preservation Initiatives with Heritage Tourism Activities and Programming.**

**Policy 6.1: Create a Plaque Program to Showcase Historic Buildings, Sites, and Improvements, Both Existing and Lost.**

The City’s Historic Preservation / Design Review Commission began work in 2022 to create a uniform plaque program modeled on a similar program from the City of Oshkosh, Wisconsin. While work on creating a plaque program has been on hiatus, the Commission should still work to establish one. Creating a plaque program is important to actively promote and identify historic locations and events of local, state, or national importance.

**Policy 6.2: Partner with the Portage County Historical Society to Create a Virtual Walking Tour of Stevens Point’s Historic Areas.**

Conducting walking tours is a great way to highlight the City’s cultural and civic pride through a storytelling approach. In recent years, community members have preferred to do a self-guided tour through an online platform. The City and the Portage County Historical Society, both having a large historic collection of books, photographs, and audio files, should work together to create an online interface capable of supporting a self-guided tour. Once created, the self-guided tour should be uploaded to the City’s mobile app and advertised to residents and visitors once created.

**Policy 6.3: Collaborate with the Stevens Point Area Convention & Visitors Bureau & Portage County Historical Society in Submitting a Grant Application Through the Wisconsin Heritage Tourism Program.**

In the 1990s, the Wisconsin Department of Tourism established the Wisconsin Heritage Tourism Program. The



Program is intended for a municipality, its local tourism organization, and its local historical society to partner and receive technical advice from the Wisconsin Department of Tourism to produce long-term development plans, preservation, and marketing approaches resulting in increased tourism. Several projects in Wisconsin have been completed due to being enrolled in the Wisconsin Heritage Tourism Program, such as the Timber Trails in the Chippewa Valley region and the Heritage Highways created along Lake Superior communities. The City should work with the Stevens Point Area Convention & Visitors Bureau & Portage County Historical Society to create a project proposal and submit a program application.



Mathias Mitchell Public Square

**Policy 6.4: Assess Historic Buildings and Sites that Contribute to Heritage Tourism.**

Stevens Point has several historic buildings that contribute to its tourism economy, such as the Stevens Point Brewery and Old Main at the University of Wisconsin – Stevens Point. The City should work with the Stevens Point Area Convention & Visitors Bureau to conduct an audit of its’ historic inventory and determine which buildings and sites are considered tourist attractions. Once these buildings and sites are identified, the City and Stevens Point Area Convention & Visitors Bureau should produce marketing materials and publicize these locations through future tourism efforts.

**Policy 6.5: Work with Community Organizations to Establish a History Museum or Facility in Stevens Point.**

While the City and community organizations have made significant progress in promoting historic materials and artifacts to the public, they do so without a history museum or comparable facility in Stevens Point. Having a history museum would allow residents and visitors to interpret the history of Stevens Point, along with the need to preserve its historical, architectural, cultural, and societal resources. The City also has several documents and other artifacts that could be better suited as part of a history museum. While this recommendation will take years, the City should work with relevant organizations, institutions, and stakeholders to prioritize this for future planning.

**Policy 6.6: Develop Branding Materials to Highlight Heritage Tourism Attractions in Stevens Point.**

City staff and local organizations should partner to produce marketing strategies and materials to highlight heritage tourism attractions. Such materials should include more traditional publications such as maps, fliers and resources on online platforms, but also less traditional publications such as conducting bike tours of Stevens Point’s historic attractions.

## Sense of Place

A successful preservation program in a community expands not only to a building or site, but also the surrounding streetscape. For decades, preservationists have sought to intergrate preservation principles within streetscape enhancements to achieve the following task - can a visitor of a community recognize that they are driving in a historic district without interpretive signage and monuments being present. This section

seeks to recommend specific improvements to streetscapes in Stevens Point to make historic districts more recognizable beyond building architecture.

## Goal: Increase the Visual Recognition of Historic Resources.

### Objective #1: Identify Streetscape Enhancements that Contributes to Adjacent Historic Buildings and Sites.

**Policy 7.1: Support Public Transit Improvements Along Arterial and Collector Streets.**

A vibrant transportation corridor is an area where multiple modes of transportation are provided in a safe and welcoming environment. One type of transportation accommodation is public transportation. Along Main Street and Clark Street, which serves the City’s downtown historic area and the Clark Street Historic District, one dozen bus stops are scattered along these two streets. While an appropriate number of bus stops exist, efforts should be made to make these bus stop locations safe and comfortable for potential users. Such efforts include providing bicycle parking at bus stops, increasing lighting, providing heated shelters at targeted locations, and improving its visibility. City staff should work with the City’s Central Transportation to determine financial mechanisms to support such bus stop improvements.



Clark Street, Looking West

**Policy 7.2: Provide More Illumination and Public Art Along the Church Street Underpass.**

The Church Street underpass is surrounded by multiple buildings eligible for listing in the National Register of Historic Places, such as the Wisconsin Central/Soo Line Railroad Depot, Soo Line Engine & Caboose, and the Canadian National Railroad Yard Complex. The Church Street underpass, located on an arterial street serving the aforementioned historic resources, is viewed as unwelcoming and unsafe for commuters in the area, particularly for bicyclists and pedestrians. Increasing lighting at the underpass would improve the perceived safety of the underpass while incorporating public is a tasteful approach that would complement the adjacent historic area north of the railroad.

**Policy 7.3: Collaborate with the University of Wisconsin – Stevens Point to Incorporate Landscaping Improvements and Public Art Along Main Street in Front of Old Main.**

The University of Wisconsin – Stevens Point maintains a presence along Main Street, contributing to the Clark Street – Main Street Historic District. The University’s Facilities Management Department maintains a Campus Landscaping Plan, identifying locations for new landscaping and the type of species preferred. City staff and University officials should work together to determine appropriate landscaping and public decorations to install within the Main Street Right-of-Way between Reserve Street and Fremont Street.

**Policy 7.4: Work with the Stevens Point Alliance and Downtown Business Improvement District to**



**Provide Flowers and Other Low-Rise Vegetation Along Main Street and Clark Street.**

Downtown business owners have identified a desire for a beautification campaign by planting flowers and other vegetation at targeted locations. Flowers and other low-rise vegetation planted in the ground or low-rise planters are not preferred due to their collection of garbage and other refuse materials. The Stevens Point Alliance and Downtown Business Improvement District, two organizations promoting vitality in Downtown Stevens Point, should determine landscaping improvements agreed upon by business owners that complement the historic streetscape of these two corridors.



Old Main  
University of Wisconsin-Stevens Point

**Policy 7.5: Evaluate and Implement Lighting Improvements that are Context-Sensitive.**

Improving the lighting along historic streetscapes is crucial to providing a safe environment for foot traffic. City staff should work to establish a policy for the type of light fixture that is recommended to be installed along streets that intersect historic areas. Light fixtures installed along Third Street in the 2010s should be used as a template. As State highways intersect Stevens Point historic areas (i.e., Centerpoint Drive, Water Street, Main Street, and Clark Street), the City should have and maintain dialogue with Wisconsin Department of Transportation officials to determine their appetite for swapping out their tall light fixtures for more pedestrian-friendly fixtures.

**Policy 7.6: Collaborate with City departments to Adopt an ADA Transition Plan.**

Several City departments and commissions, such as the Community Development Department and Bicycle & Pedestrian Street Safety Commission, have expressed the need to produce an ADA Transition Plan. An ADA Transition Plan, required for public entities with more than 50 employees, is a planning document that identifies and plans to remove accessibility barriers as part of a community’s transportation network and public buildings. Applicable City departments and commissions should strategize a timeline for producing the planning document, determining who will create the plan, and determining stakeholders to be involved in the planning process.

**Objective #2: Encourage Improvements to Historic Buildings and Sites that Contributes to a Broader Historic District.**

**Policy 7.7: Incorporate Brick, Cobblestone, or Stamped Concrete Sidewalks for New Construction on Undeveloped Parcels.**

Historic streetscapes were historically unpaved until the late 1800s, when the dirt surface was replaced with cobblestone and brick. Roads within Downtown Stevens Point used to have cobblestone streets; however, those streets were gradually replaced with asphalt or concrete surfaces throughout the twentieth century. Incorporating a sidewalk design that pays homage to the historic streetscape of the Downtown can accent and improve the surrounding historic buildings and sites. For new development within the downtown, such as the Shopko block, former Edgewater Manor site, and brownfield site between Water Street and Crosby Avenue, the City should work with developers in incorporating either a cobblestone, brick or stamped concrete sidewalk as part of new construction.

**Policy 7.8: Collaborate with Property Owners to Encourage the Long-Term Maintenance of Existing Murals.**

In 2023, the Stevens Point Common Council adopted its first mural ordinance governing the painting of murals on historic properties. Before 2023, all murals were considered by the Historic Preservation / Design Review Commission based on 1.) the mural not being a sign, 2.) the mural being painted on a wall that was historically painted, and 3.) the mural contributes to local, state or national historical importance. While the murals painted on historic buildings contributed to Downtown revitalization efforts in the 2000s, such murals were painted in a manner not consistent with the health and preservation of the buildings that were painted on. For example, a handful of murals in the Downtown take up 100% of a building’s wall. Applying paint on a masonry façade is not welcomed. The paint blocks moisture transfer from the interior of the building to the exterior. The moisture gets trapped inside the brick material itself, raising the moisture content of the brick. When the temperature drops, moisture freezes inside the brick’s pores and cracks the brick apart from the inside.

The Historic Preservation / Design Review Commission should identify murals that could pose long-term harm to the buildings that they are painted on. Once identified, the Commission and City staff should promote dialogue with the building’s owner to outline rehabilitation efforts that could occur to improve the preservation of both the mural and the historic building, including the possibility of removing the mural.

**Policy 7.9: Prioritize the Implementation of the City’s Comprehensive Outdoor & Recreation Plan for Parks and Open Spaces that Contribute to a Historic District.**

Several City parks are located within and adjacent to historic areas, including Pfiffner Park, Grant Park, and Seramur Park. Historic preservation advocates have long argued that parks and recreational amenities near historic districts contribute to and enhance the area’s historic integrity. The City should seek to implement recommended projects for these parks as identified in the Comprehensive Outdoor and Recreation Plan.



Pfiffner Park

**Education and Advocacy**

An area of opportunity to improve preservation administration, as expressed by city residents, is to increase education and advocacy efforts. Education efforts plays significant dividends to promote historic preservation in a community, such as increasing recognition of architectural sites and individuals that have contributed to its founding. Through public surveys, Stevens Point residents provided direction as to what educational and advocacy programming that they would like to see incorporated. This section outlines recommendations to be implemented by City staff and community stakeholders.



Goal: Highlight Stevens Point’s History and the Importance of Historic Preservation.

Objective #1: Assist Property Owners of Historic Buildings with the Benefits of Historic Preservation and the Requirements of Owning a Historic Site.

Policy 8.1: Partner with Realtors and Financial Institutions to Provide Informational Materials to New Homeowners About the History of their Historic Building, Regulations, and Resources Available to Them.

Realtors and financial institutions are some of the first parties a prospective property owner engages with when purchasing a historic property. The City should partner with local realtors and financial institutions to provide training events to educate them about the history of a historic building for sale, regulations for owning property in a historic district, and resources that are available to them. When engaging with realtors, priority should also be given to individuals who list a limited number of buildings annually – not solely larger realtor groups.

Policy 8.2: Develop an Educational Handbook for Property Owners.

Owners of historic buildings have continually conveyed concerns about not knowing the ‘do’s and don’ts’ of owning a historic property, such as architectural requirements, the history of their building and area, and online resources. City staff should provide a comprehensive handbook that outlines all necessary information and begin an outreach strategy to convey this handbook to selected individuals.

Policy 8.3: Partner with the Wisconsin Main Street Program to Provide Design Assistance to Property Owners and Contractors who Propose Improvements on a Historic Building and Site.

In 2023, Stevens Point became a Main Street Community, a program offered through the Wisconsin Economic Development Corporation that provides technical assistance to promote downtown vitality and growth. One advantage of being a Main Street Community is that the Wisconsin Economic Development Corporation provides design assistance to property owners and contractors when designing proposed improvements on their historic buildings. The City should promote and leverage this technical assistance opportunity to ensure a smooth application process for property owners receiving design review approval from the Historic Preservation / Design Review Commission.

Objective #2: Identify Platforms to Release Educational Programming that is Inclusive for all Stakeholders.

Policy 8.4: Create an Annual Report on Historic Preservation in Stevens Point and Present it to the Historic Preservation / Design Review Commission and Common Council.

An issue experienced by City staff is that residents and other preservation stakeholders are generally unaware of what preservation efforts have been made over the years. To improve the existing communication gap, the City should create an annual report on the status of historic preservation in Stevens Point. This report should be made with outside preservation organizations (e.g., Portage County Historical Society). It should identify key preservation initiatives in the past year, selected building improvements, and key statistics. Within this report, there should also be a list of endangered historic buildings and improvements to bring awareness of the city’s historic inventory under a near- and long-term threat to promote community action.

Policy 8.5: Include Meeting Minutes of the Historic Preservation / Design Review Commission on Common Council Agendas for Approval.

Meeting minutes of the Historic Preservation / Design Review Commission are reviewed and approved solely by the Commission. In contrast, other City commissions that are advisory to the Common Council present meeting minutes to the Council for consideration. The City should require Historic Preservation / Design Review Commission meetings to be approved by the Council to increase awareness of Commission actions to Council members and members of the public who read monthly Council agendas.

Policy 8.6: Produce Regular Newsletters to Property Owners of Historic Buildings.

Given the regular ownership transfers of historic buildings, a continuous educational campaign should be directed to property owners to ensure that all stakeholders are up-to-date on new preservation strategies, statistics, and regulatory practices. Several communities with a larger historic inventory have produced regular newsletters sent out by the municipal government. At a minimum, two newsletters should be sent out yearly. However, additional newsletters may be necessary depending on public perception.

Policy 8.7: Partner with the University of Wisconsin – Stevens Point and Area High Schools to Produce Workshops with Students and Community Advocates on the Importance of Historic Preservation.

As Stevens Point is home to a four-year public university with a history department, the City needs to leverage this resource in disseminating and releasing information on historic preservation to the public. Like workshops that the University’s Center for Land Use Education produces for zoning and land use topics, the City should partner with the University’s History Department in holding community workshops that bring awareness to historic preservation’s importance.



Policy 8.8: Create an Awards Program that Recognizes Property Owners of Successful Historic Preservation Projects.

Public recognition of successful projects can sometimes spur additional persons to produce a similar project. In Stevens Point, several preservation projects – from building improvements to public informational campaigns and community empowerment – could occur. For property owners, residents, and other community stakeholders who willingly perform preservation projects, an awards program should be created to recognize these preservation efforts.

Objective #3: Showcase Historic Buildings that have been Demolished in the Past.

Policy 8.9: Establish an Online Database of the City’s Historic Collection.

As mentioned earlier, the City contains a number of archival records for many historic buildings. These records include historic photographs, building permit information, and past exterior improvements that may



have been made to a building. While this will be a long-term project, the City should work to create an online database of select archival records tied to a historic property.

**Policy 8.10: Create Online Tours and Websites About Lost Buildings Consequential to the History of Stevens Point.**

Several buildings have been demolished over the last one hundred years. As the number of years removed from a historic building’s demolition increases, so does the community’s knowledge of the lost building. The City and other preservation advocates should work to assemble information and records on lost buildings, and disperse the information through multiple platforms (e.g., tours, website development, podcasts, etc.).

**Objective #4: Improve Communication Between City Stakeholders and Preservation Advocates.**

**Policy 8.11: Create an Ambassador Program that Focuses on Historic Preservation.**

Like neighborhood planning efforts, ambassadors are highly important for better-executing policies and a shared vision for a particular planning initiative. In larger communities, an ambassador program has been established, where preservation advocates are selected to explain the benefits of preservation to members of the public, listen and share lived experiences, and better understand success stories and concerns. Having an ambassador program ensures that the pulse of preservation in Stevens Point is constantly measured.

**Policy 8.12: Amend the Noticing Process of Proposals Before the Historic Preservation / Design Review Commission for Consideration.**

Currently, the process for a proposal going before the Historic Preservation / Design Review Commission consists of an applicant completing a design review application. In discussions with community stakeholders, it is desired that surrounding property owners be notified of a design review request before the Commission. Such notification is similar to when a property owner applies for a conditional use permit before the City’s

Plan Commission, and property owners within 200 feet of the subject property are notified of the request in advance.

Some communities have required that a small promotional sign be inserted in the front yard of a property seeking design review approval as part of the design review application. The City’s Historic Preservation / Design Review Commission should consider a similar notice requirement to increase public recognition and awareness of preservation in Stevens Point.



Portage County Courthouse (1910)<sup>94</sup>



Carnegie Library (1905)<sup>95</sup>





## 7. Implementation Matrix

*"How will we know it is us without our past?"<sup>96, 97</sup>*

John Steinbeck  
*The Grapes of Wrath*

| Policy Recommendation                                                                                             | Timeline to Complete | Cost Estimate | Partners              | Priority |
|-------------------------------------------------------------------------------------------------------------------|----------------------|---------------|-----------------------|----------|
| Surveying Efforts & Priorities                                                                                    |                      |               |                       |          |
| <b>Policy 1.1:</b> Complete a Citywide Intensive Survey by 2036.                                                  | 10-15 Years          | \$\$          | HPDRC, City           | High     |
| <b>Policy 1.2:</b> Resurvey the Proposed Church of the Intercession – St. Stephens R.C. Church Historic District. | 1-5 Years            | \$            | HPDRC, City           | High     |
| <b>Policy 1.3:</b> Resurvey the Proposed Pine Street – Plover Street Historic District.                           | 5-10 Years           | \$\$          | HPDRC, City           | Low      |
| <b>Policy 1.4:</b> Prioritize Areas in Stevens Point for Future Surveying Efforts.                                | 5-10 Years           | \$            | HPDRC, City, BID, OCS | Medium   |
| <b>Policy 1.5:</b> Prioritize Areas in Stevens Point to Conduct an Archeological Survey.                          | 5-10 Years           | \$            | HPDRC, City, OCS      | High     |

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 \$\$\$ = High Cost

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| Policy Recommendation                                                                                                                                                                     | Timeline to Complete | Cost Estimate | Partners         | Priority |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|------------------|----------|
| <b>Policy 1.6:</b> Promote Future Research and Documentation of the Following Ethnic Groups within Stevens Point: the Indigenous Population, Eastern Europeans, Scandinavians, and Hmong. | 5-10 Years           | \$\$          | City, OCS        | Medium   |
| Local and National District Nominations                                                                                                                                                   |                      |               |                  |          |
| <b>Policy 2.1:</b> Designate the City Block Bounded by Clark Street, Division Street, Ellis Street, and Rogers Street to the Downtown Design Review District.                             | 1-5 Years            | \$            | HPDRC, City, OCS | High     |
| <b>Policy 2.2:</b> Expand the District Boundary of the Clark Street Historic District to Match the Boundary of the Clark Street – Main Street Historic District.                          | 1-5 Years            | \$            | HPDRC, City, OCS | High     |
| <b>Policy 2.3:</b> Promote Dialogue with Property Owners of Historic Sites to Encourage Local Landmark Designation Requests.                                                              | Ongoing              | \$            | HPDRC, City, OCS | Medium   |
| <b>Policy 2.4:</b> Require Property Owner Consent for Local Historic District Nominations.                                                                                                | 1-5 Years            | \$            | HPDRC, City      | Medium   |

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| Policy Recommendation                                                                                                                                                                                                            | Timeline to Complete | Cost Estimate | Partners    | Priority |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|-------------|----------|
| <b>Policy 2.5:</b> Prepare an annual report of each eligible National Historic District.                                                                                                                                         | Ongoing              | \$            | City        | Low      |
| <b>Policy 2.6:</b> Designate the Church of the Intercession – St. Stephens R.C. Church Historic District to the National Register of Historic Places if a Future Intensive Survey Confirms Eligibility to the National Register. | 5-10 Years           | \$\$          | HPDRC, City | Medium   |
| <b>Policy 2.7:</b> Designate the Pine Street – Plover Street Historic District to the National Register.                                                                                                                         | 5-10 Years           | \$\$          | HPDRC, City | Medium   |
| <b>Policy 2.8:</b> Prioritize Buildings and Properties Under City Ownership for National Register Nominations.                                                                                                                   | Ongoing              | \$\$          | City        | Medium   |
| Ordinance Amendments                                                                                                                                                                                                             |                      |               |             |          |
| <b>Policy 3.1:</b> Adopt a Demolition Delay Ordinance.                                                                                                                                                                           | 1-5 Years            | \$            | HPDRC, City | High     |

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| Policy Recommendation                                                                                                                        | Timeline to Complete | Cost Estimate | Partners              | Priority |
|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|-----------------------|----------|
| <b>Policy 3.2:</b> Incorporate Economic Hardship Provisions within the City's Historic Preservation Ordinance.                               | 1-5 Years            | \$            | HPDRC, City           | High     |
| <b>Policy 3.3:</b> Consider Requiring Façade Easements for Building Projects Receiving Financial Assistance from the City.                   | 5-10 Years           | \$            | HPDRC, City, BID, OCS | Medium   |
| <b>Policy 3.4:</b> Promote the Adaptive Reuse of Historic Buildings as a Sustainability Initiative.                                          | Ongoing              | \$\$          | City, OCS             | Medium   |
| <b>Policy 3.5:</b> Encourage the Reusing of Building Materials for Historic Buildings that were Demolished.                                  | Ongoing              | \$            | City, OCS             | Low      |
| <b>Policy 3.6:</b> Incorporate Sustainable Design Standards within the Historic Preservation / Design Review Commission's Design Guidelines. | 1-5 Years            | \$            | HPDRC, City           | High     |
| <b>Policy 3.7:</b> Adopt Design Guidelines About the Commercial Use of a Historic Building's Rooftop.                                        | 1-5 Years            | \$            | HPDRC, City, BID      | Medium   |

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| Policy Recommendation                                                                                                                                                                                                  | Timeline to Complete | Cost Estimate | Partners           | Priority |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|--------------------|----------|
| <b>Policy 3.8:</b> Provide Training Opportunities for Historic Preservation / Design Review Commission.                                                                                                                | Ongoing              | \$\$          | HPDRC, City        | Medium   |
| Zoning & Development                                                                                                                                                                                                   |                      |               |                    |          |
| <b>Policy 4.1:</b> Create Conservation Districts Matching Eligible National Historic District Boundaries.                                                                                                              | 5-10 Years           | \$            | City, PC, OCS      | Medium   |
| <b>Policy 4.2:</b> Consolidate and Match Applicable Rules and Regulations Between the Design Guidelines and Zoning Ordinance.                                                                                          | 1-5 Years            | \$            | City, PC           | High     |
| <b>Policy 4.3:</b> Amend the 'Downtown District' Future Land Use Criterion to Prioritize Mixed-Use Development Among Historic Buildings Along Main Street and Clark Street within the Downtown Design Review District. | 1-5 Years            | \$            | City, PC, BID, OCS | Medium   |

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| Policy Recommendation                                                                                                                                         | Timeline to Complete | Cost Estimate | Partners           | Priority |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|--------------------|----------|
| <b>Policy 4.4:</b> Promote the Rooftop Activation of Historic Buildings within the 'Housing' and 'Land Use' Elements of the Stevens Point Comprehensive Plan. | 1-5 Years            | \$            | City, PC           | Low      |
| <b>Policy 4.5:</b> Encourage the Adaptive Reuse of Historic Buildings, Particularly Vacant Second Floors, as an Option to Meet Affordable Housing Demand.     | 5-10 Years           | \$\$          | City, PC, BID, OCS | Medium   |
| Financial Assistance                                                                                                                                          |                      |               |                    |          |
| <b>Policy 5.1:</b> Amend the City's Façade Improvement Grant Program to Encourage Greater Use.                                                                | 1-5 Years            | \$            | HPDRC, City        | High     |
| <b>Policy 5.2:</b> Promote the City's New Downtown Window Reopening Grant Program.                                                                            | 1-5 Years            | \$            | HPDRC, City        | Medium   |
| <b>Policy 5.3:</b> Create a Revolving Loan Fund for Building Rehabilitation Projects.                                                                         | 1-5 Years            | \$\$          | City               | High     |

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| Policy Recommendation                                                                                                                                     | Timeline to Complete | Cost Estimate | Partners  | Priority |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|-----------|----------|
| <b>Policy 5.4:</b> Partner with the Downtown Business Improvement District to Create a Commercial Revitalization Fund.                                    | 5-10 Years           | \$\$          | City, BID | Low      |
| <b>Policy 5.5:</b> New Financial Assistance Programs Should Prioritize Single- and Two-Family Residential Areas.                                          | 5-10 Years           | \$\$          | City      | Medium   |
| <b>Policy 5.6:</b> Provide Technical Assistance to Property Owners in Submitting Rehabilitation Tax Credit Applications.                                  | Ongoing              | \$            | City, OCS | High     |
| <b>Policy 5.7:</b> Publicize and Encourage State and National Historic District Property Owners to Apply for Tax Credits.                                 | Ongoing              | \$            | City, OCS | High     |
| <b>Policy 5.8:</b> Create a Comprehensive List of State, Federal, and Non-Profit Funding Sources and Publish it on the City's Website.                    | 1-5 Years            | \$            | City      | High     |
| <b>Policy 5.9:</b> Prioritize Community Development Block Grant Funds for Historic Areas Not Within a local historic district and design review district. | 10-20 Years          | \$\$\$        | City      | Low      |

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| Policy Recommendation                                                                                                                                                                                         | Timeline to Complete | Cost Estimate | Partners         | Priority |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|------------------|----------|
| Tourism                                                                                                                                                                                                       |                      |               |                  |          |
| <b>Policy 6.1:</b> Create a Plaque Program to Showcase Historic Buildings, Sites, and Improvements, Both Existing and Lost.                                                                                   | 1-5 Years            | \$            | HPDRC, City, OCS | High     |
| <b>Policy 6.2:</b> Partner with the Portage County Historical Society to Create a Virtual Walking Tour of Stevens Point’s Historic Areas.                                                                     | 1-5 Years            | \$\$          | City, OCS        | High     |
| <b>Policy 6.3:</b> Collaborate with the Stevens Point Area Convention & Visitors Bureau & Portage County Historical Society in Submitting a Grant Application Through the Wisconsin Heritage Tourism Program. | 5-10 Years           | \$\$          | City, OCS        | Medium   |
| <b>Policy 6.4:</b> Assess Historic Buildings and Sites that Contribute to Heritage Tourism.                                                                                                                   | 5-10 Years           | \$\$          | City, OCS        | Low      |
| <b>Policy 6.5:</b> Work with Community Organizations to Establish a History Museum or Facility in Stevens Point.                                                                                              | 10-20 Years          | \$\$\$        | City, OCS        | Medium   |

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| Policy Recommendation                                                                                                                                                                   | Timeline to Complete | Cost Estimate | Partners       | Priority |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|----------------|----------|
| <b>Policy 6.6:</b> Develop Branding Materials to Highlight Heritage Tourism Attractions in Stevens Point.                                                                               | 5-10 Years           | \$\$          | City, OCS      | Low      |
| Sense of Place                                                                                                                                                                          |                      |               |                |          |
| <b>Policy 7.1:</b> Support Public Transit Improvements Along Arterial and Collector Streets.                                                                                            | 10-20 Years          | \$\$\$        | City, OCS      | Medium   |
| <b>Policy 7.2:</b> Provide More Illumination and Public Art Along the Church Street Underpass.                                                                                          | 5-10 Years           | \$\$          | City, OCS      | Low      |
| <b>Policy 7.3:</b> Collaborate with the University of Wisconsin – Stevens Point to Incorporate Landscaping Improvements Along Clark Street in Front of Old Main.                        | 10-20 Years          | \$\$          | City, OCS      | Medium   |
| <b>Policy 7.4:</b> Work with the Stevens Point Alliance and Downtown Business Improvement District to Provide Flowers and Other Low-Rise Vegetation Along Main Street and Clark Street. | 5-10 Years           | \$\$          | City, BID, OCS | Low      |

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| Policy Recommendation                                                                                                                                                    | Timeline to Complete | Cost Estimate | Partners         | Priority |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|------------------|----------|
| <b>Policy 7.5:</b> Evaluate and Implement Lighting Improvements that are Context-Sensitive.                                                                              | 10-20 Years          | \$\$\$        | City, OCS        | Medium   |
| <b>Policy 7.6:</b> Collaborate with City departments to Adopt an ADA Transition Plan.                                                                                    | 5-10 Years           | \$\$          | City, OCS        | Low      |
| <b>Policy 7.7:</b> Incorporate Brick, Cobblestone, or Stamped Concrete Sidewalks for New Construction on Undeveloped Parcels.                                            | Ongoing              | \$\$          | City, OCS        | Medium   |
| <b>Policy 7.8:</b> Collaborate with Property Owners to Encourage the Long-Term Maintenance of Existing Murals.                                                           | Ongoing              | \$            | City, OCS        | High     |
| <b>Policy 7.9:</b> Prioritize the Implementation of the City's Comprehensive Outdoor & Recreation Plan for Parks and Open Spaces that Contribute to a Historic District. | Ongoing              | \$\$          | HPDRC, City, OCS | Medium   |

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| Policy Recommendation                                                                                                                                                                                                | Timeline to Complete | Cost Estimate | Partners         | Priority |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|------------------|----------|
| Education & Advocacy                                                                                                                                                                                                 |                      |               |                  |          |
| <b>Policy 8.1:</b> Partner with Realtors and Financial Institutions to Provide Informational Materials to New Homeowners About the History of their Historic Building, Regulations, and Resources Available to Them. | 1-5 Years            | \$\$          | HPDRC, City, OCS | High     |
| <b>Policy 8.2:</b> Develop an Educational Handbook for Property Owners.                                                                                                                                              | 1-5 Years            | \$\$          | City             | High     |
| <b>Policy 8.3:</b> Partner with the Wisconsin Main Street Program to Provide Design Assistance to Property Owners and Contractors who Propose Improvements on a Historic Building and Site.                          | Ongoing              | \$            | City, OCS        | Medium   |
| <b>Policy 8.4:</b> Create an Annual Report on Historic Preservation in Stevens Point and Present it to the Historic Preservation / Design Review Commission and Common Council.                                      | Ongoing              | \$            | City             | Low      |
| <b>Policy 8.5:</b> Include Meeting Minutes of the Historic Preservation / Design Review Commission on Common Council Agendas for Approval.                                                                           | Ongoing              | \$            | City             | Medium   |

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| Policy Recommendation                                                                                                                                                              | Timeline to Complete | Cost Estimate | Partners         | Priority |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|------------------|----------|
| <b>Policy 8.6:</b> Produce Regular Newsletters to Property Owners of Historic Buildings.                                                                                           | Ongoing              | \$            | City, OCS        | Low      |
| <b>Policy 8.7:</b> Partner with the University of Wisconsin – Stevens Point to Produce Workshops with Students and Community Advocates on the Importance of Historic Preservation. | Ongoing              | \$\$          | HPDRC, City, OCS | Medium   |
| <b>Policy 8.8:</b> Create an Awards Program that Recognizes Property Owners of Successful Historic Preservation Projects.                                                          | Ongoing              | \$            | City             | Low      |
| <b>Policy 8.9:</b> Establish an Online Database of the City’s Historic Collection.                                                                                                 | 5-10 Years           | \$\$          | City             | High     |
| <b>Policy 8.10:</b> Create Online Tours and Websites About Lost Buildings Consequential to the History of Stevens Point.                                                           | 5-10 Years           | \$\$          | City, OCS        | High     |

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| Policy Recommendation                                                                                                                      | Timeline to Complete | Cost Estimate | Partners  | Priority |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------|-----------|----------|
| <b>Policy 8.11:</b> Create an Ambassador Program that Focuses on Historic Preservation.                                                    | 5-10 Years           | \$\$          | City, OCS | Low      |
| <b>Policy 8.12:</b> Amend the Noticing Process of Proposals Before the Historic Preservation / Design Review Commission for Consideration. | 1-5 Years            | \$            | City      | High     |

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Grand Opera House, Stevens Point, Wis.



Grand Opera House, circa 1910.<sup>98</sup>

8.

Appendix



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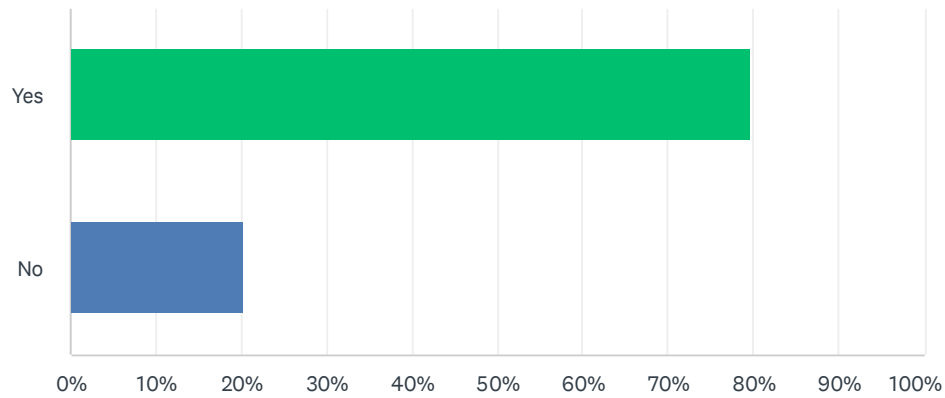
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Survey Results

Results from the community survey that took place during May of 2024 are enclosed.

## Q1 Do you live in Stevens Point?

Answered: 124 Skipped: 0

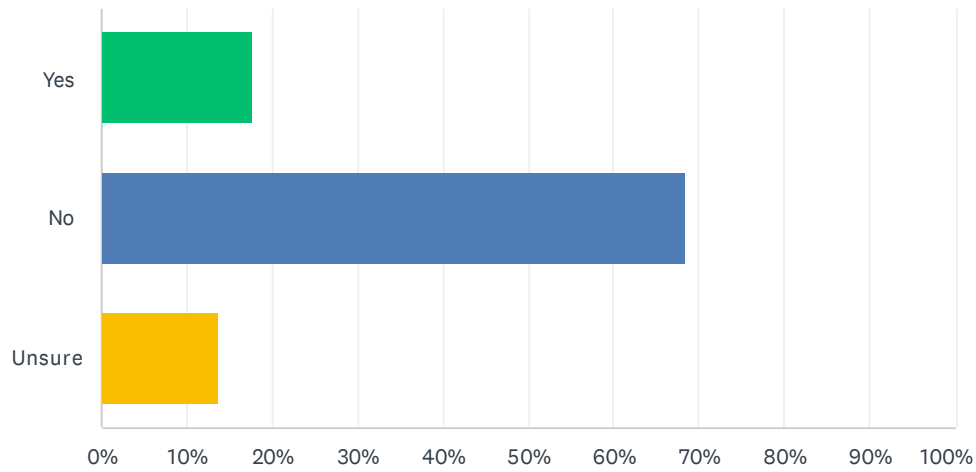


| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 79.84%    | 99  |
| No             | 20.16%    | 25  |
| TOTAL          |           | 124 |



## Q2 Do you live in a historic district?

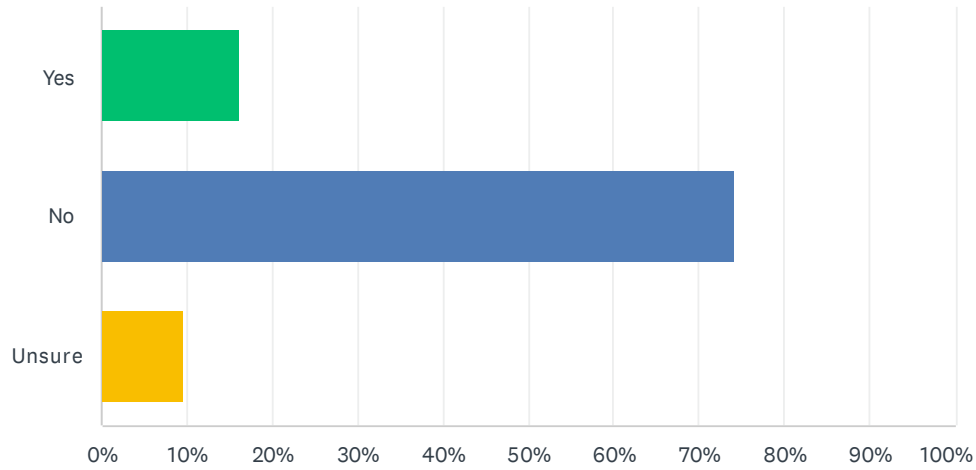
Answered: 124 Skipped: 0



| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 17.74%    | 22  |
| No             | 68.55%    | 85  |
| Unsure         | 13.71%    | 17  |
| TOTAL          |           | 124 |

### Q3 Are you a property owner in a historic district?

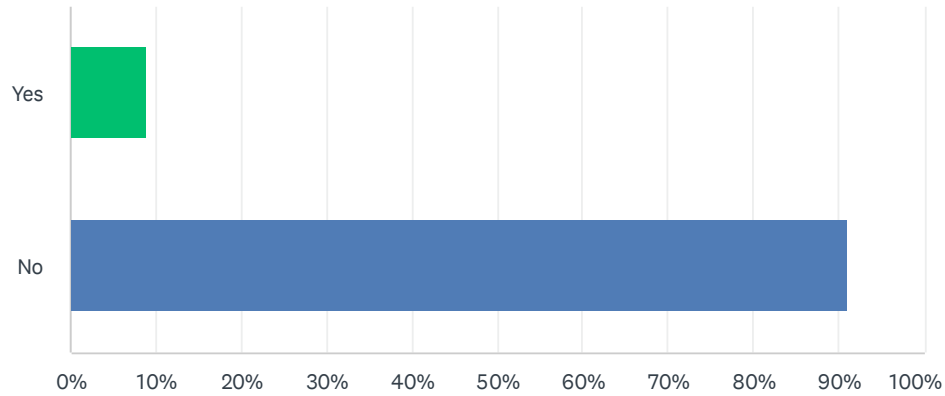
Answered: 124 Skipped: 0



| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 16.13%    | 20  |
| No             | 74.19%    | 92  |
| Unsure         | 9.68%     | 12  |
| TOTAL          |           | 124 |

## Q4 Have you ever completed a project which was regulated by the City for historic preservation?

Answered: 124 Skipped: 0

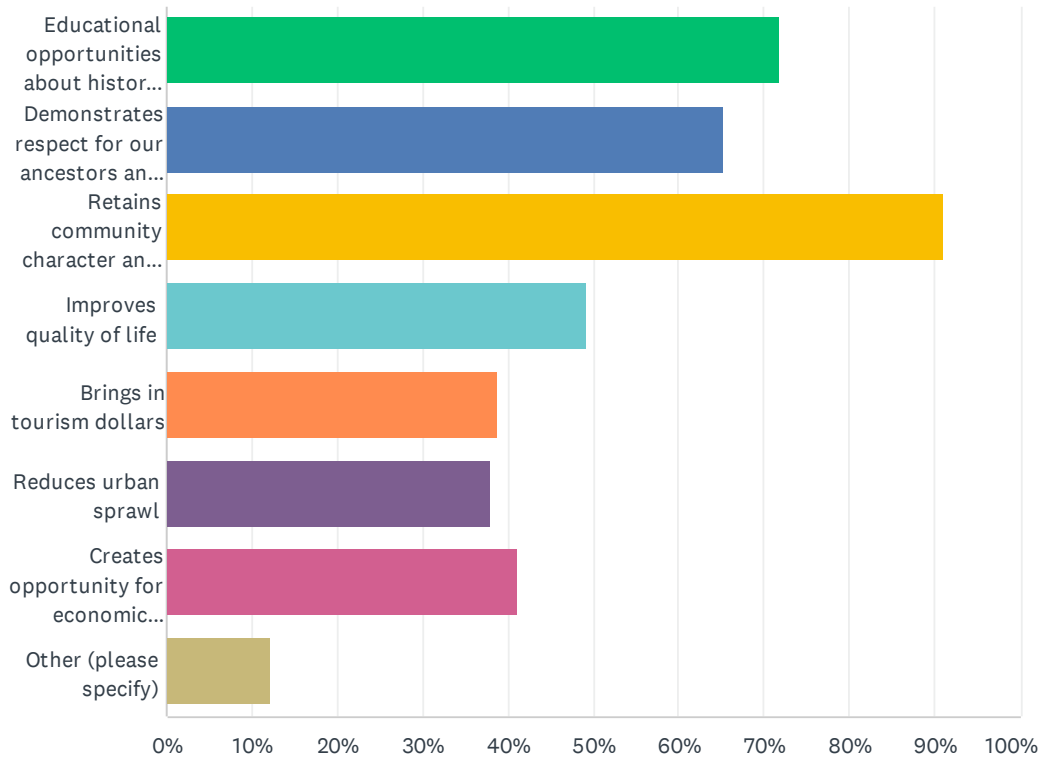


| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 8.87%     | 11  |
| No             | 91.13%    | 113 |
| TOTAL          |           | 124 |



## Q5 In your opinion, why is it important to preserve Stevens Point's historic resources? Please select all that apply.

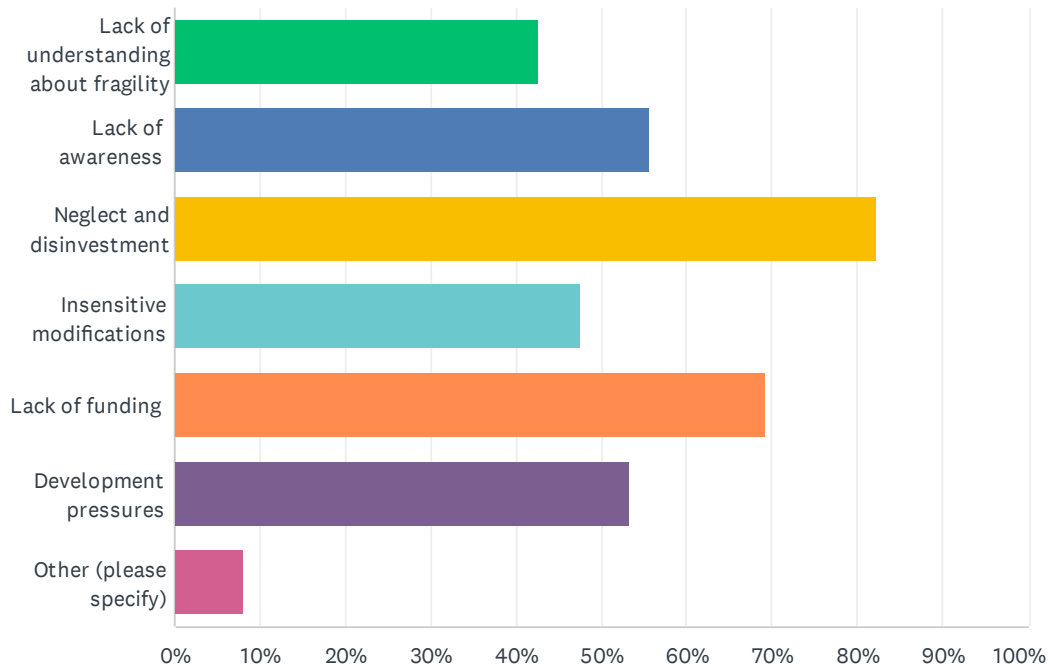
Answered: 124 Skipped: 0



| ANSWER CHOICES                                      | RESPONSES |     |
|-----------------------------------------------------|-----------|-----|
| Educational opportunities about history and culture | 71.77%    | 89  |
| Demonstrates respect for our ancestors and culture  | 65.32%    | 81  |
| Retains community character and a sense of place    | 91.13%    | 113 |
| Improves quality of life                            | 49.19%    | 61  |
| Brings in tourism dollars                           | 38.71%    | 48  |
| Reduces urban sprawl                                | 37.90%    | 47  |
| Creates opportunity for economic development        | 41.13%    | 51  |
| Other (please specify)                              | 12.10%    | 15  |
| Total Respondents: 124                              |           |     |

**Q6 When thinking about the historic sites or buildings that you felt were important to preserve, please identify the threats to those sites or buildings (select all that apply):**

Answered: 124 Skipped: 0



| ANSWER CHOICES                        | RESPONSES |     |
|---------------------------------------|-----------|-----|
| Lack of understanding about fragility | 42.74%    | 53  |
| Lack of awareness                     | 55.65%    | 69  |
| Neglect and disinvestment             | 82.26%    | 102 |
| Insensitive modifications             | 47.58%    | 59  |
| Lack of funding                       | 69.35%    | 86  |
| Development pressures                 | 53.23%    | 66  |
| Other (please specify)                | 8.06%     | 10  |
| Total Respondents: 124                |           |     |

**Q7 Please list the three historic buildings in Stevens Point that you feel are most endangered.**

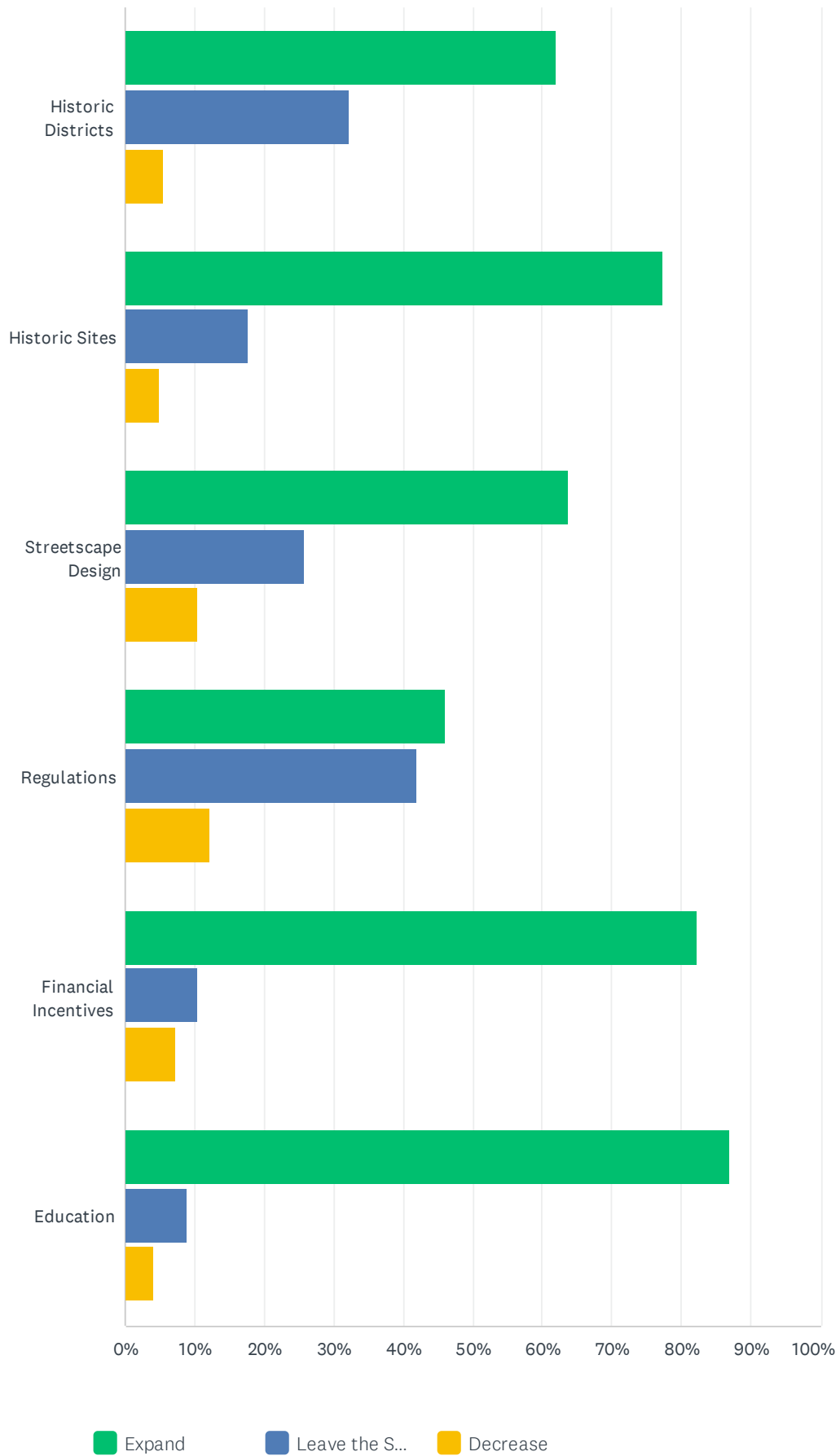
Answered: 124 Skipped: 0



**Q8 What direction do you think that the City of Stevens Point should take in the future relating to historic preservation?**

Answered: 124   Skipped: 0

## Community Preservation Plan Survey



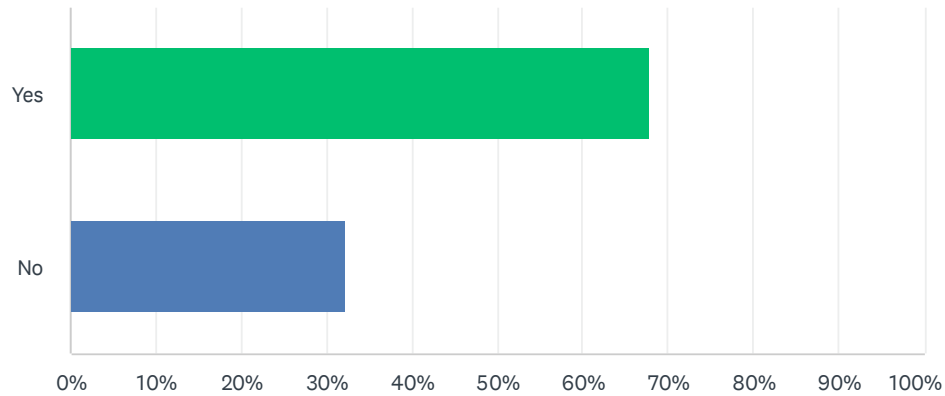
# Community Preservation Plan Survey

|                      | EXPAND        | LEAVE THE SAME | DECREASE     | TOTAL |
|----------------------|---------------|----------------|--------------|-------|
| Historic Districts   | 62.10%<br>77  | 32.26%<br>40   | 5.65%<br>7   | 124   |
| Historic Sites       | 77.42%<br>96  | 17.74%<br>22   | 4.84%<br>6   | 124   |
| Streetscape Design   | 63.71%<br>79  | 25.81%<br>32   | 10.48%<br>13 | 124   |
| Regulations          | 45.97%<br>57  | 41.94%<br>52   | 12.10%<br>15 | 124   |
| Financial Incentives | 82.26%<br>102 | 10.48%<br>13   | 7.26%<br>9   | 124   |
| Education            | 87.10%<br>108 | 8.87%<br>11    | 4.03%<br>5   | 124   |



## Q9 Are there individual properties, geographic areas or building types in Stevens Point that should be studied in the future for possible historic designation on the local and/or national level?

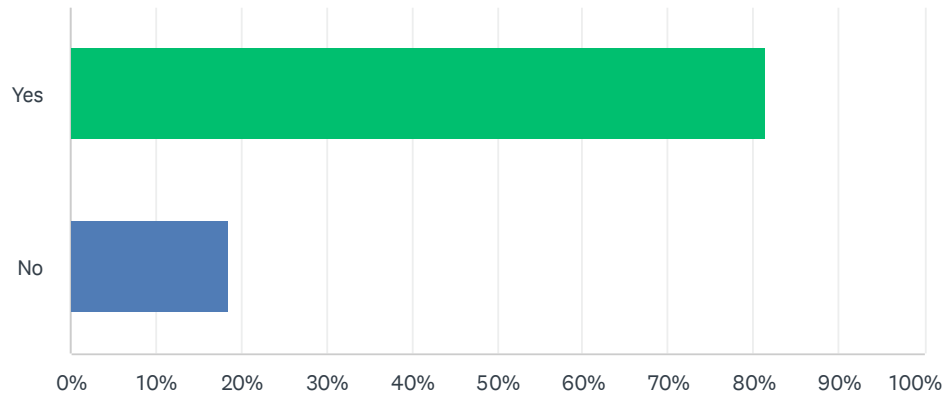
Answered: 124 Skipped: 0



| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 67.74%    | 84  |
| No             | 32.26%    | 40  |
| TOTAL          |           | 124 |

Q10 According to the National Parks Service, structures at least 50 years old can be eligible for historic designation. Do you believe that it is important to protect historic structures built between 1945 & 1974.

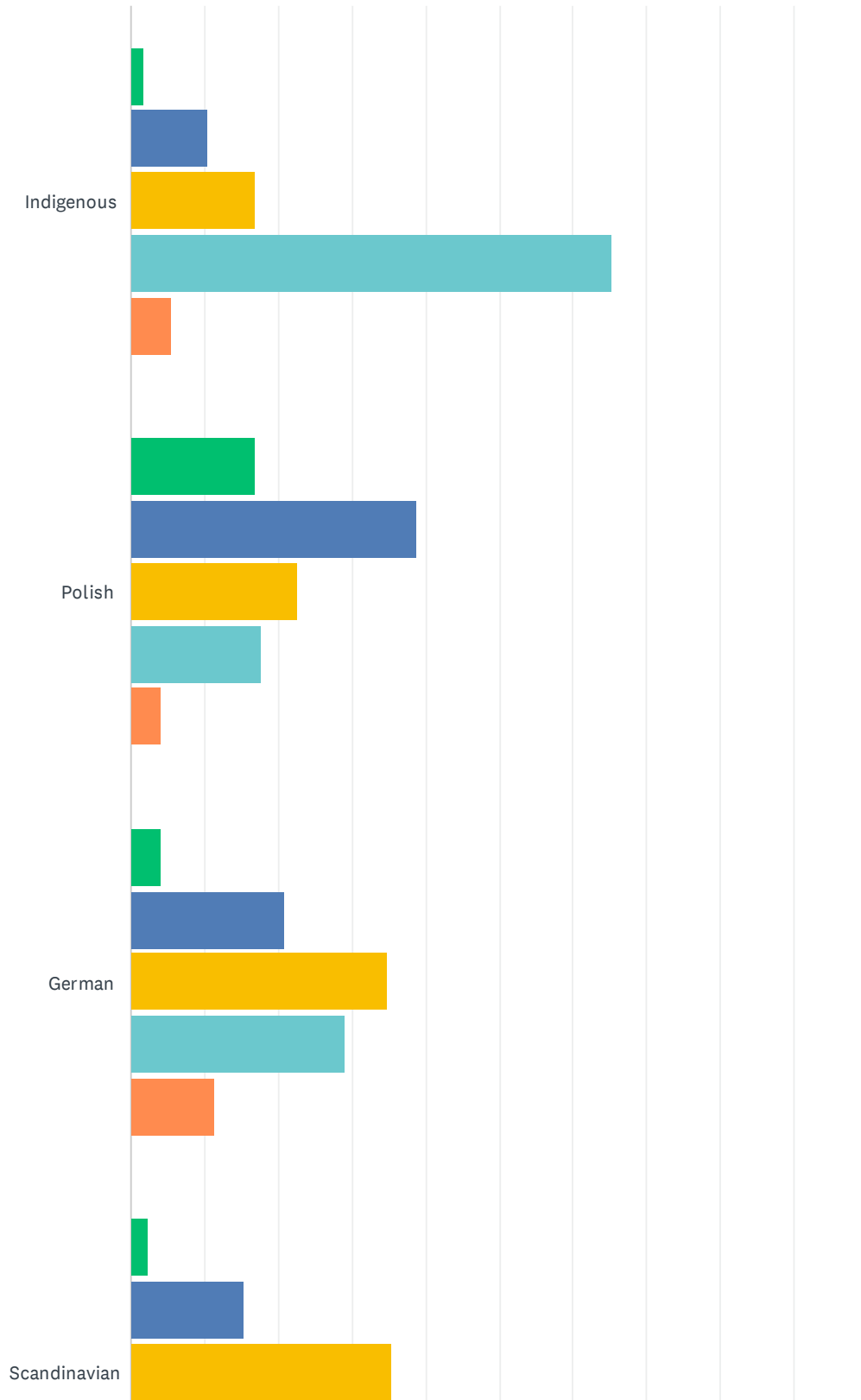
Answered: 124 Skipped: 0



| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 81.45%    | 101 |
| No             | 18.55%    | 23  |
| TOTAL          |           | 124 |

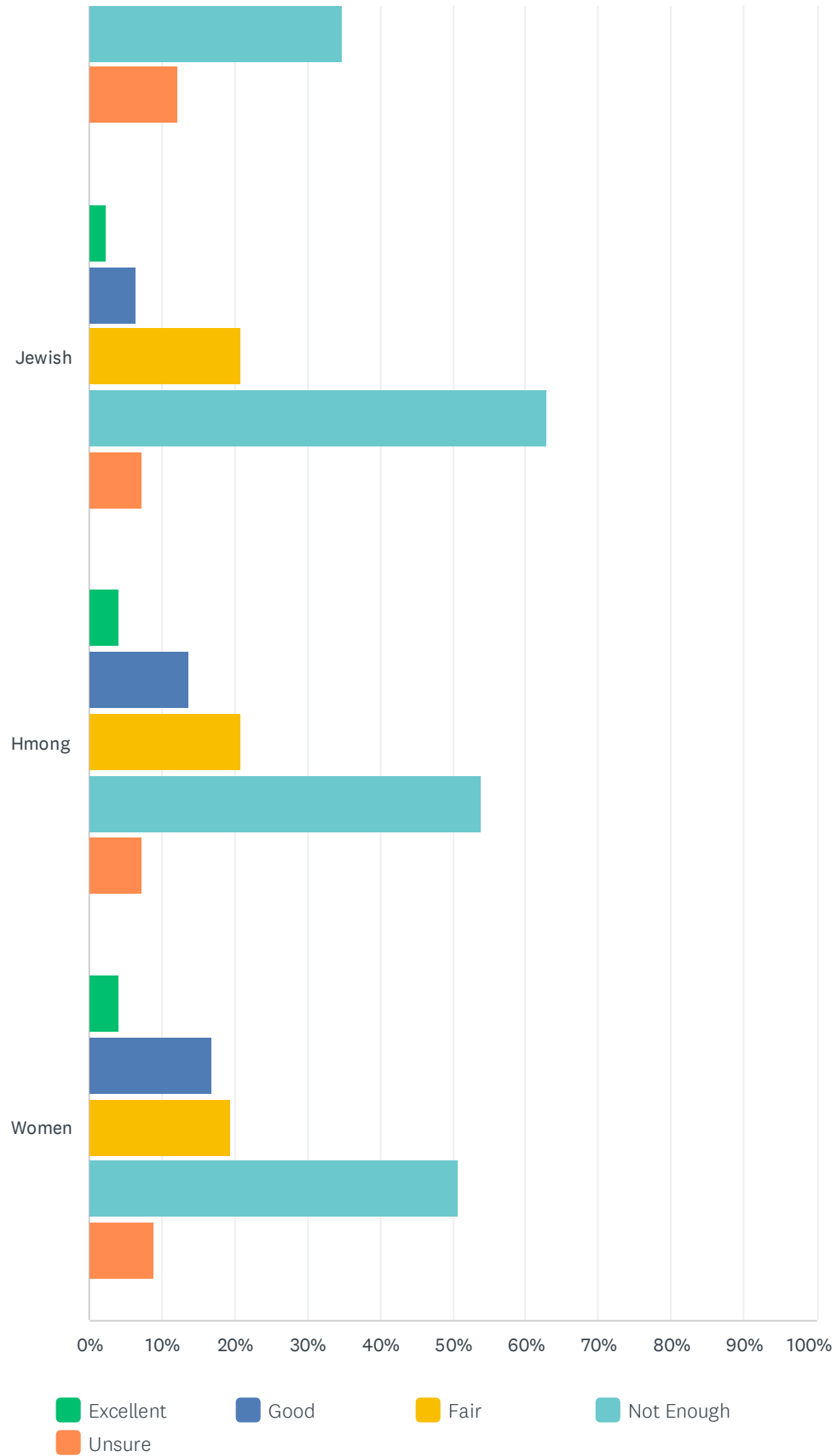
## Q11 How well our community educate the public about the historic context of the following social and cultural groups?

Answered: 124 Skipped: 0





## Community Preservation Plan Survey

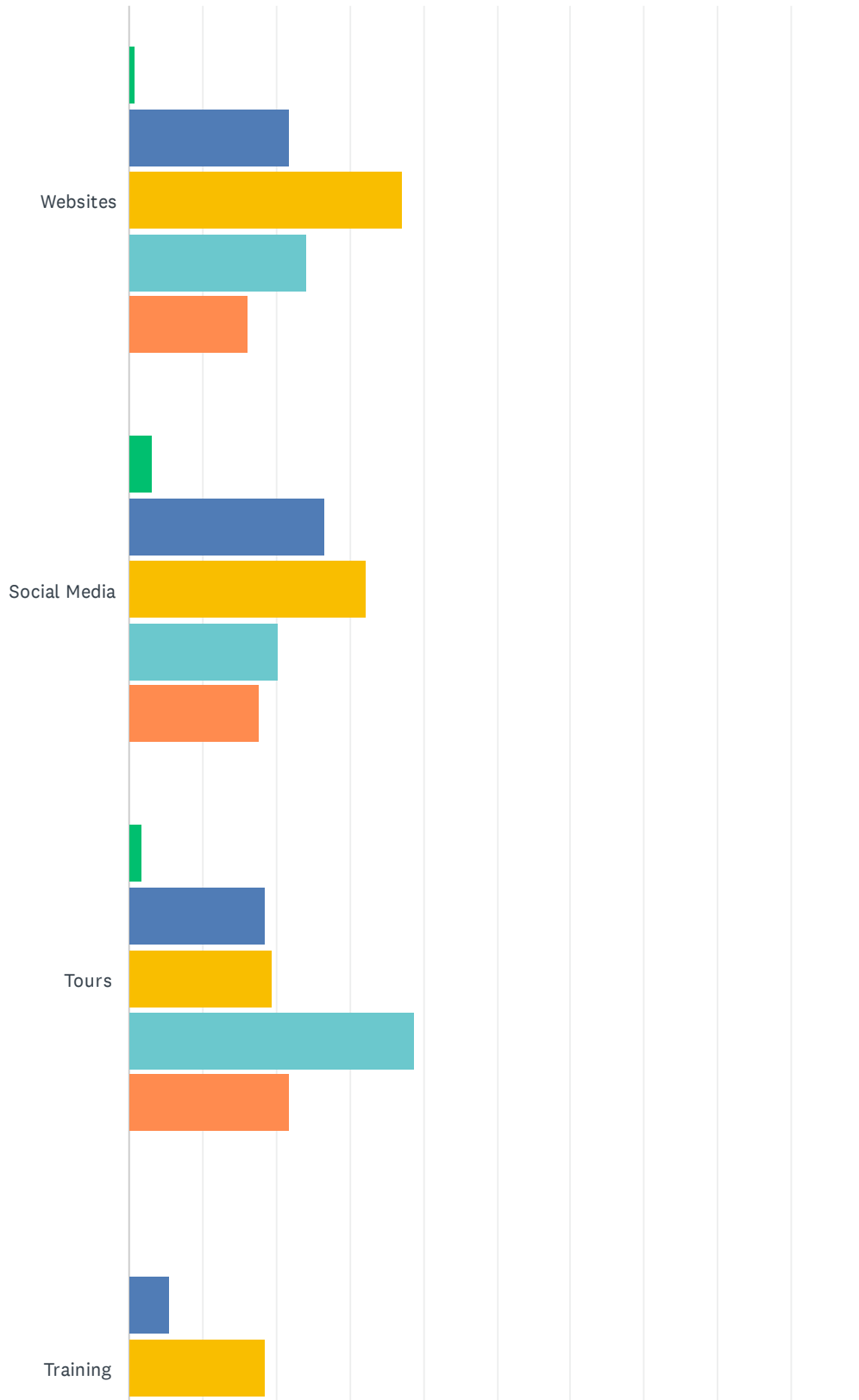


# Community Preservation Plan Survey

|              | EXCELLENT    | GOOD         | FAIR         | NOT ENOUGH   | UNSURE       | TOTAL |
|--------------|--------------|--------------|--------------|--------------|--------------|-------|
| Indigenous   | 1.61%<br>2   | 10.48%<br>13 | 16.94%<br>21 | 65.32%<br>81 | 5.65%<br>7   | 124   |
| Polish       | 16.94%<br>21 | 38.71%<br>48 | 22.58%<br>28 | 17.74%<br>22 | 4.03%<br>5   | 124   |
| German       | 4.03%<br>5   | 20.97%<br>26 | 34.68%<br>43 | 29.03%<br>36 | 11.29%<br>14 | 124   |
| Scandinavian | 2.42%<br>3   | 15.32%<br>19 | 35.48%<br>44 | 34.68%<br>43 | 12.10%<br>15 | 124   |
| Jewish       | 2.42%<br>3   | 6.45%<br>8   | 20.97%<br>26 | 62.90%<br>78 | 7.26%<br>9   | 124   |
| Hmong        | 4.03%<br>5   | 13.71%<br>17 | 20.97%<br>26 | 54.03%<br>67 | 7.26%<br>9   | 124   |
| Women        | 4.03%<br>5   | 16.94%<br>21 | 19.35%<br>24 | 50.81%<br>63 | 8.87%<br>11  | 124   |

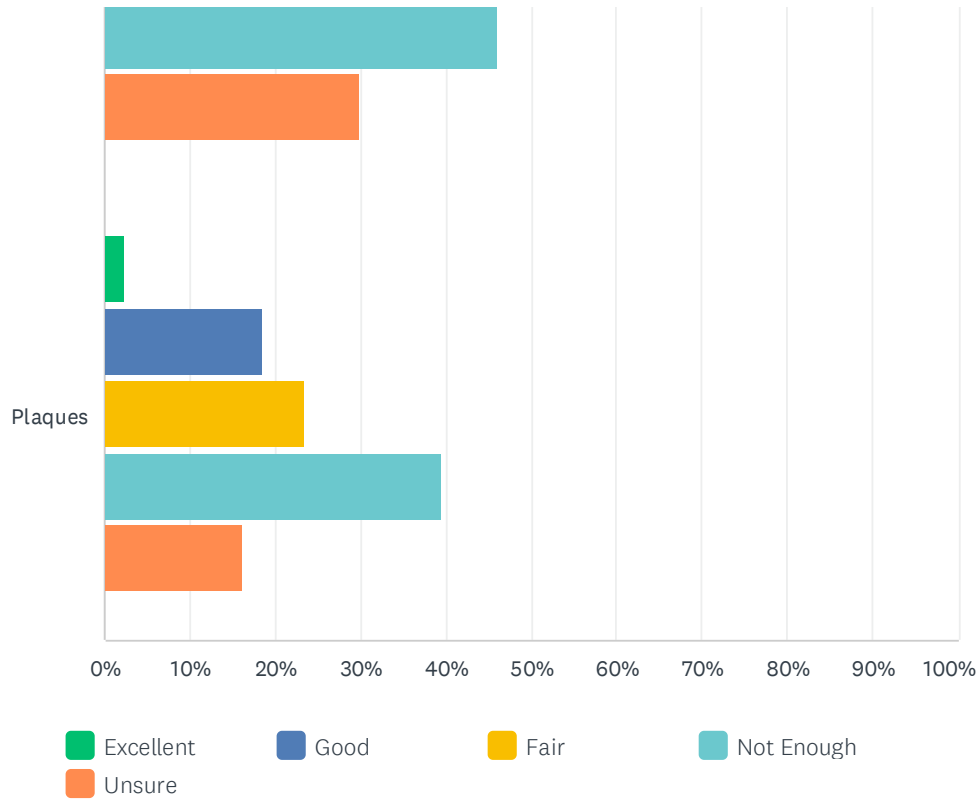
## Q12 How well does our community use the following to inform or educate the public about preservation projects and programs?

Answered: 124 Skipped: 0





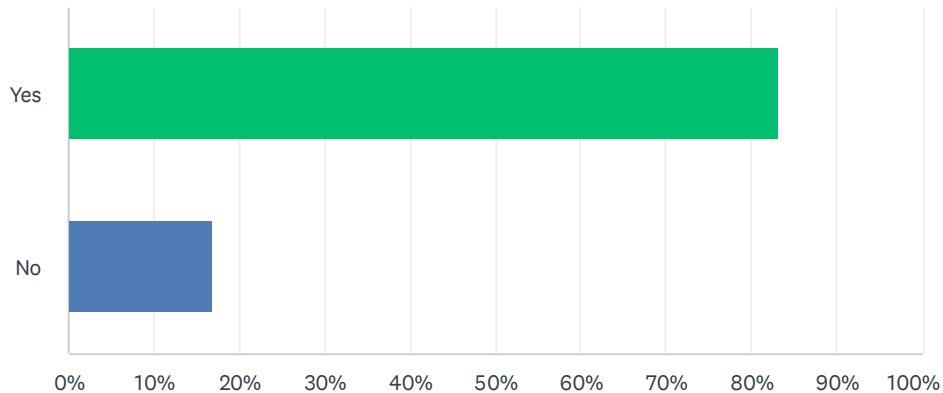
## Community Preservation Plan Survey



|              | EXCELLENT  | GOOD         | FAIR         | NOT ENOUGH   | UNSURE       | TOTAL |
|--------------|------------|--------------|--------------|--------------|--------------|-------|
| Websites     | 0.81%<br>1 | 21.77%<br>27 | 37.10%<br>46 | 24.19%<br>30 | 16.13%<br>20 | 124   |
| Social Media | 3.23%<br>4 | 26.61%<br>33 | 32.26%<br>40 | 20.16%<br>25 | 17.74%<br>22 | 124   |
| Tours        | 1.61%<br>2 | 18.55%<br>23 | 19.35%<br>24 | 38.71%<br>48 | 21.77%<br>27 | 124   |
| Training     | 0.00%<br>0 | 5.65%<br>7   | 18.55%<br>23 | 45.97%<br>57 | 29.84%<br>37 | 124   |
| Plaques      | 2.42%<br>3 | 18.55%<br>23 | 23.39%<br>29 | 39.52%<br>49 | 16.13%<br>20 | 124   |

**Q13** The purpose of this community preservation plan, in part, is to examine what gives the city's historic areas a sense of place. Besides buildings, are there other things that the City should protect within historic areas to protect its sense of place?

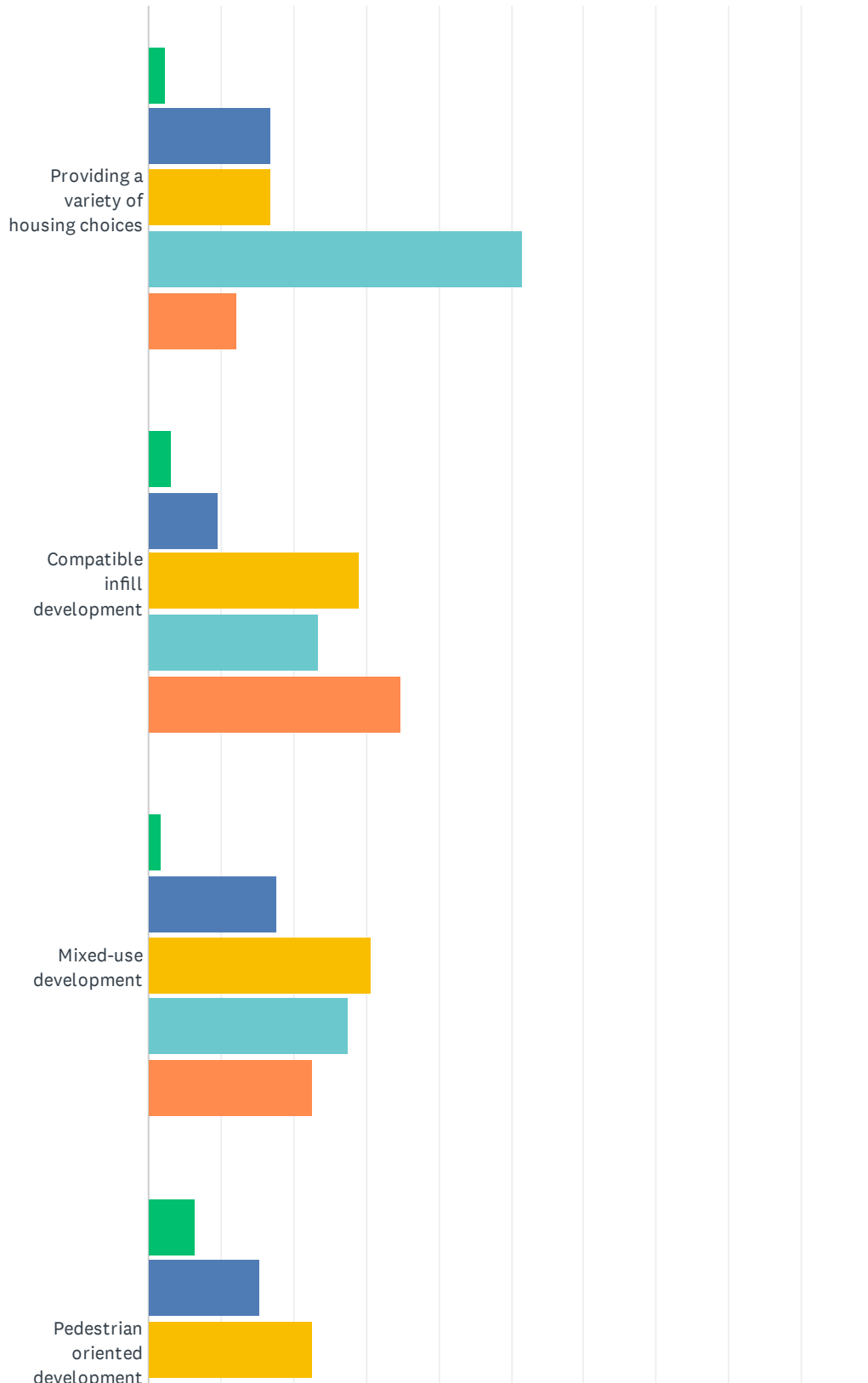
Answered: 124 Skipped: 0



| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Yes            | 83.06%    | 103 |
| No             | 16.94%    | 21  |
| TOTAL          |           | 124 |

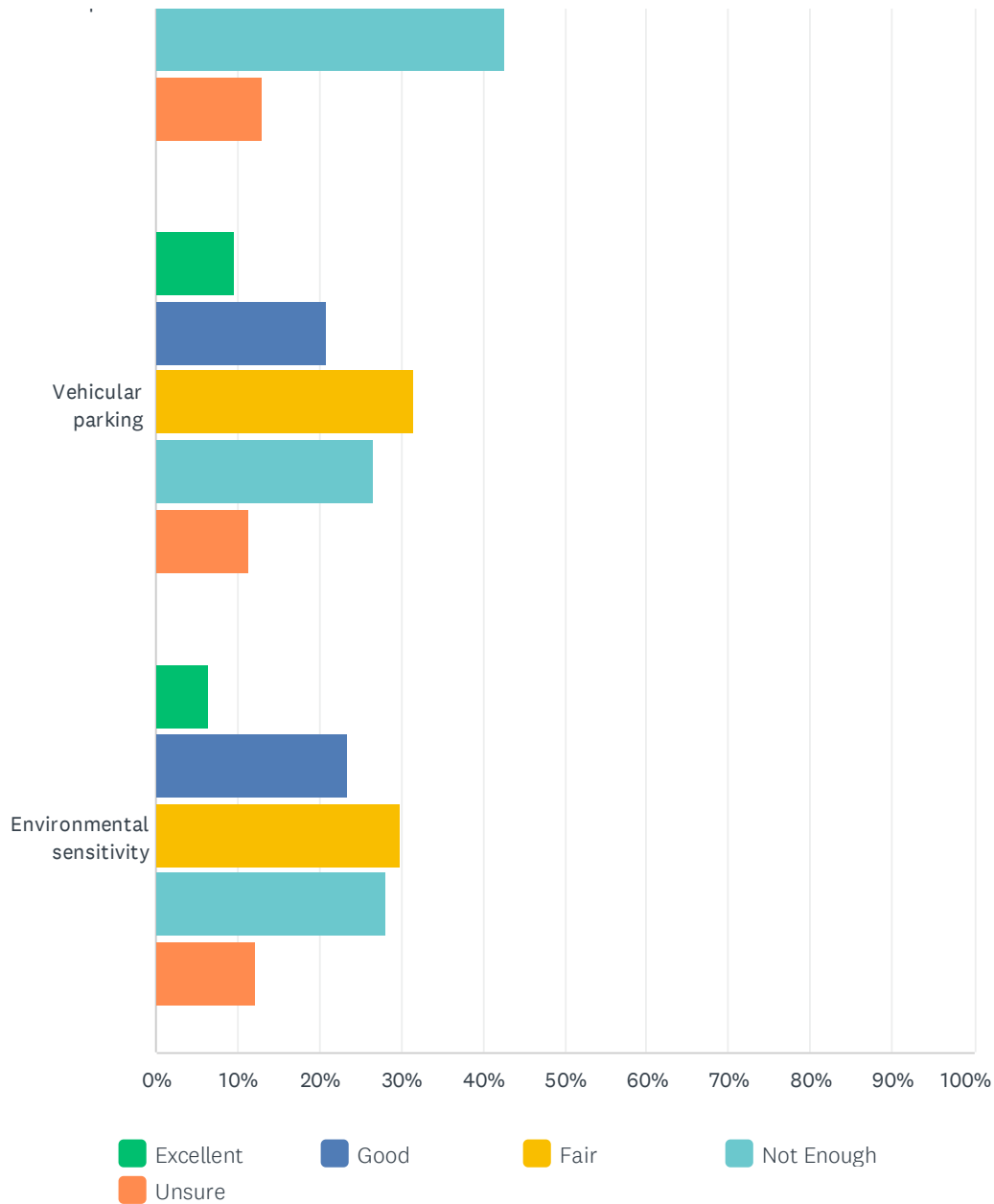
# Q14 How well is the City doing in balancing historic preservation goals with other development related goals?

Answered: 124 Skipped: 0





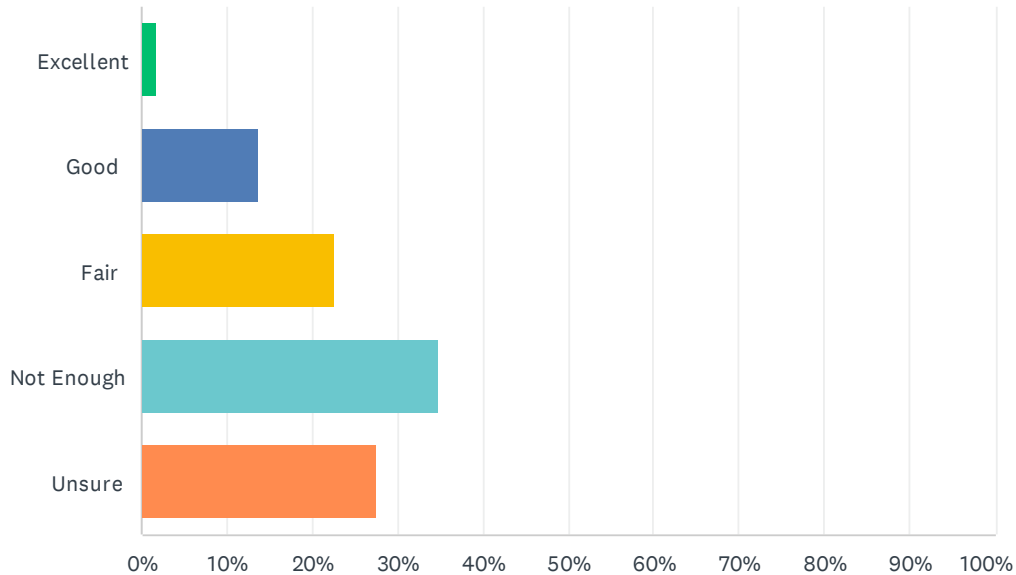
## Community Preservation Plan Survey



|                                        | EXCELLENT   | GOOD         | FAIR         | NOT ENOUGH   | UNSURE       | TOTAL |
|----------------------------------------|-------------|--------------|--------------|--------------|--------------|-------|
| Providing a variety of housing choices | 2.42%<br>3  | 16.94%<br>21 | 16.94%<br>21 | 51.61%<br>64 | 12.10%<br>15 | 124   |
| Compatible infill development          | 3.23%<br>4  | 9.68%<br>12  | 29.03%<br>36 | 23.39%<br>29 | 34.68%<br>43 | 124   |
| Mixed-use development                  | 1.61%<br>2  | 17.74%<br>22 | 30.65%<br>38 | 27.42%<br>34 | 22.58%<br>28 | 124   |
| Pedestrian oriented development        | 6.45%<br>8  | 15.32%<br>19 | 22.58%<br>28 | 42.74%<br>53 | 12.90%<br>16 | 124   |
| Vehicular parking                      | 9.68%<br>12 | 20.97%<br>26 | 31.45%<br>39 | 26.61%<br>33 | 11.29%<br>14 | 124   |
| Environmental sensitivity              | 6.45%<br>8  | 23.39%<br>29 | 29.84%<br>37 | 28.23%<br>35 | 12.10%<br>15 | 124   |

## Q15 How well does the City provide adequate protections for preserving designated historic properties?

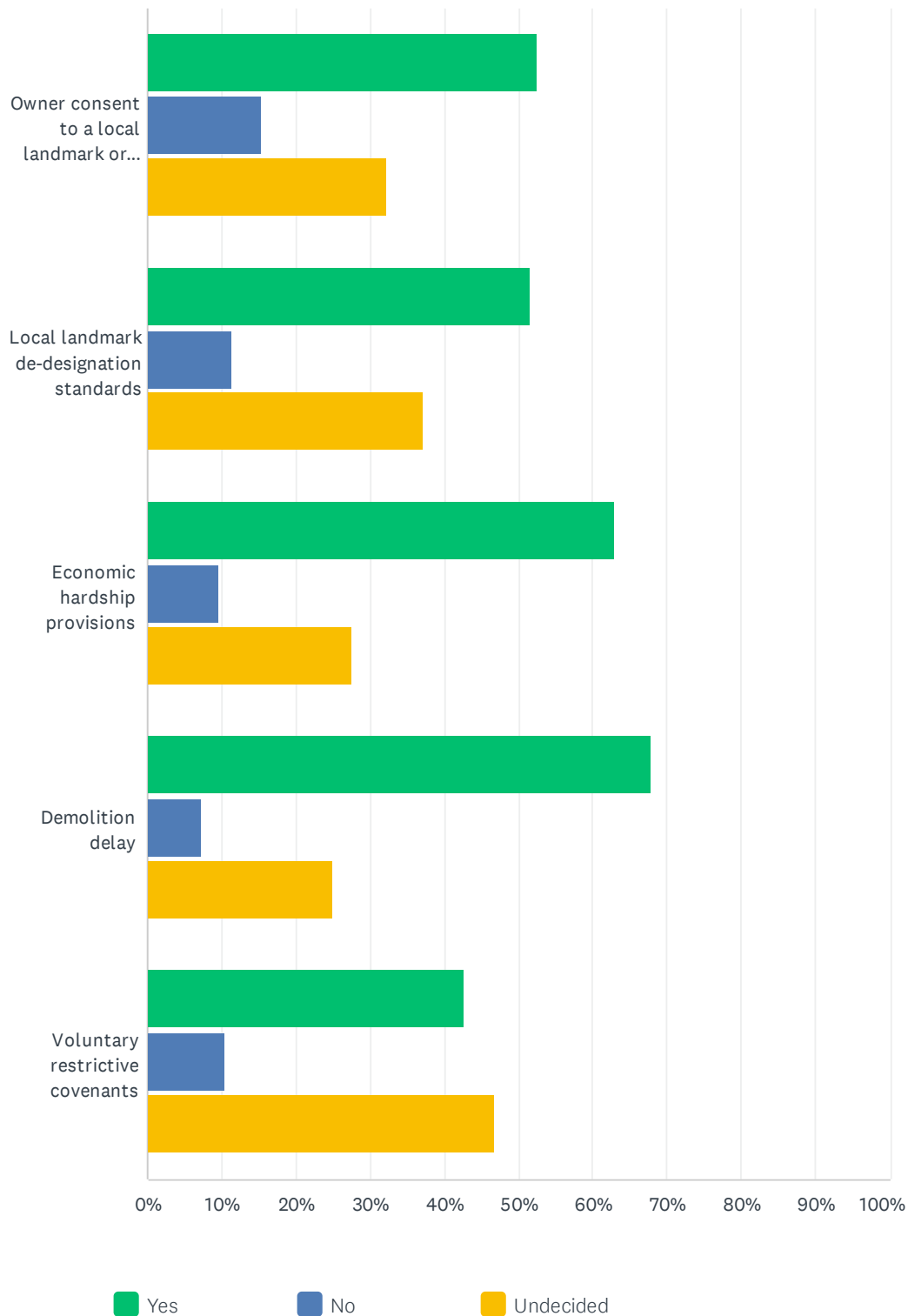
Answered: 124 Skipped: 0



| ANSWER CHOICES | RESPONSES |     |
|----------------|-----------|-----|
| Excellent      | 1.61%     | 2   |
| Good           | 13.71%    | 17  |
| Fair           | 22.58%    | 28  |
| Not Enough     | 34.68%    | 43  |
| Unsure         | 27.42%    | 34  |
| TOTAL          |           | 124 |

Q16 Other communities in Wisconsin have adopted the following ordinances related to their historic preservation efforts. Should the City pursue adopting ordinance language on the following?

Answered: 124 Skipped: 0



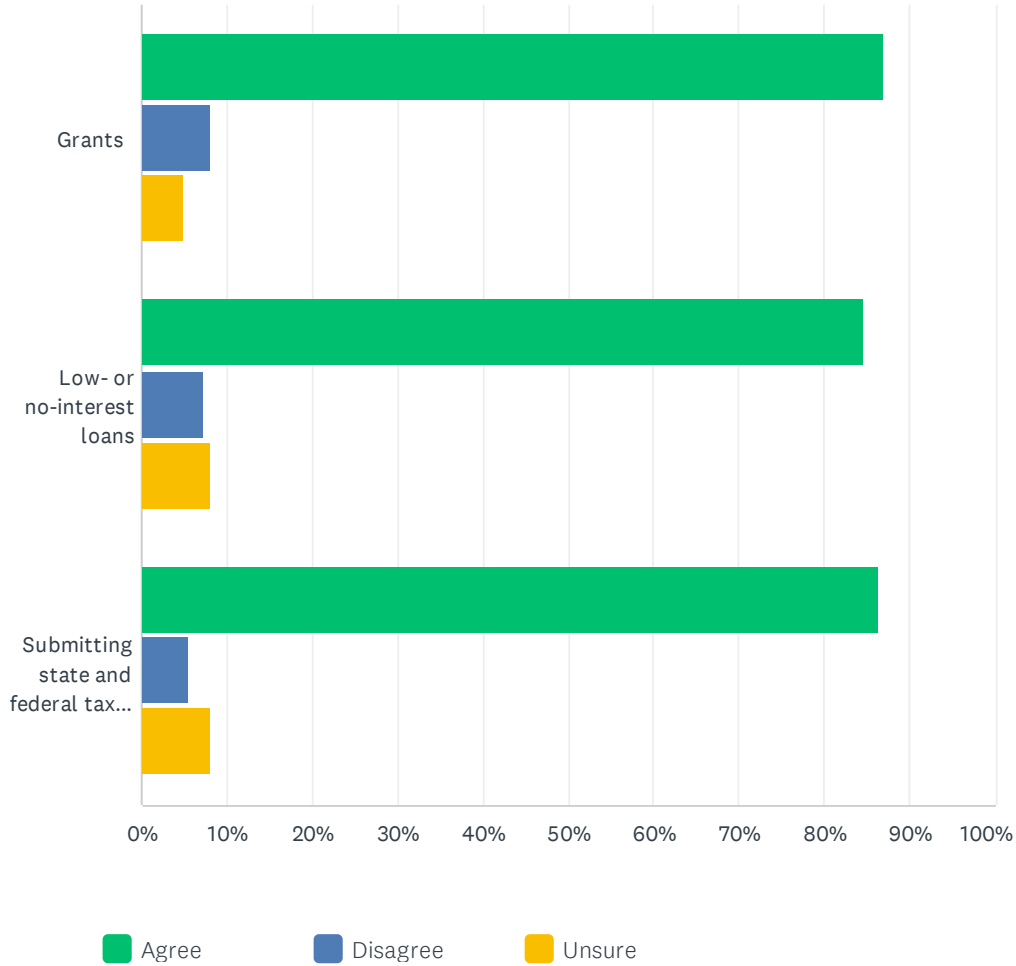


# Community Preservation Plan Survey

|                                                           | YES          | NO           | UNDECIDED    | TOTAL |
|-----------------------------------------------------------|--------------|--------------|--------------|-------|
| Owner consent to a local landmark or district designation | 52.42%<br>65 | 15.32%<br>19 | 32.26%<br>40 | 124   |
| Local landmark de-designation standards                   | 51.61%<br>64 | 11.29%<br>14 | 37.10%<br>46 | 124   |
| Economic hardship provisions                              | 62.90%<br>78 | 9.68%<br>12  | 27.42%<br>34 | 124   |
| Demolition delay                                          | 67.74%<br>84 | 7.26%<br>9   | 25.00%<br>31 | 124   |
| Voluntary restrictive covenants                           | 42.74%<br>53 | 10.48%<br>13 | 46.77%<br>58 | 124   |

# Q17 Please state your opinion on the following: The City should assist the owners of historic buildings in making improvements through

Answered: 124 Skipped: 0



|                                                      | AGREE         | DISAGREE    | UNSURE      | TOTAL |
|------------------------------------------------------|---------------|-------------|-------------|-------|
| Grants                                               | 87.10%<br>108 | 8.06%<br>10 | 4.84%<br>6  | 124   |
| Low- or no-interest loans                            | 84.68%<br>105 | 7.26%<br>9  | 8.06%<br>10 | 124   |
| Submitting state and federal tax credit applications | 86.29%<br>107 | 5.65%<br>7  | 8.06%<br>10 | 124   |

## Q18 What is your email address?

Answered: 124   Skipped: 0





September 24, 2024

TO: Airport Commission  
City Plan Commission  
Common Council

This correspondence is to inform officials and the public of the public notice, public hearing, petition, resolution, and agency agreement activities between the Stevens Point Municipal Airport and the State of Wisconsin, Department of Transportation.

The Stevens Point Municipal Airport will be petitioning the State of Wisconsin for state and federal aid to undertake development projects that will be listed in the petition documents and in the official notice. The order of events is spelled out below. There is no action needed at the Commission meetings, we just want to be sure that all parties are aware of these activities that take place about every 5 years. All action will be taken at the Common Council meeting in October.

1. A public hearing notice will appear in our official paper (Stevens Point Gazette) on October 10 to inform the public of a public hearing that will occur at the City's Common Council meeting on October 21.
2. At the City's Common Council meeting there will be a public hearing allowing members of the public to comment on the petition being made to the State of Wisconsin for state and federal funds.
3. Following the closing of the public hearing, there will be consideration of the formal resolution petitioning the Secretary of Transportation for airport improvement aid.
4. If the resolution is approved, the airport will be authorized to execute the Agency Agreement and Federal Block Grant Owner Assurances.

If there are any questions that arise, please don't hesitate to reach out to Jason Draheim (Airport Manager) or myself.

Best Regards,

A handwritten signature in black ink, appearing to read "Joel Lemke".

Joel Lemke  
Director of Public Utilities and Transportation