

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.

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**February 17, 2025
7:00 PM**

OR

Zoom Teleconferencing

Meeting ID: 820 7705 0266 | Passcode: 375912

By Computer: [Zoom Link](#)

By Phone: +1-312-626-6799 (US Chicago)

Agenda

1. Roll Call.
2. Salute to the Flag and Mayor's opening remarks.
3. Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.
4. Persons who wish to address the Mayor and Council for up to three (3) minutes regarding a non-agenda item.

Consideration and Possible Action on the Following:

5. Consent Agenda:
 - a. Minutes of the Common Council Meeting of January 21, 2025.
 - b. Actions of the Police and Fire Commission special meeting of February 12, 2025:
 2. Discussion, with possible action, to approve a conditional offer of employment from the Stevens Point Police Department to Dolorosa Thomas. Expected start date of Monday, February 17th, 2025.
 3. Discussion, with possible action, to move forward with the employment of new entry-level Firefighter/Paramedics.
 - c. Actions of the Park Commission meeting of February 12, 2025:
 3. Presentation of the Stevens Point Forestry Department Management Plan by Wachtel Tree Science, Inc.
 4. Adoption of the Stevens Point Forestry Department Management Plan.
 5. Award of the 2025 and 2026 Emerald Ash Borer Treatment contract.
 6. Discussion on updated master plan concept drawings for Goerke and Zenoff Parks.
 - d. Minutes and Actions of the Plan Commission meeting of February 3, 2025:
 4. Director's Report.

- e. Actions of the Board of Water and Sewerage Commissioners meeting of February 11, 2025:
 - 2. Approval of minutes.
 - 3. Approval of department claims.
 - 4. 2025 Capital Operations and Maintenance Plan.
 - f. Actions of the Airport Commission meeting of February 11, 2025:
 - 2. Approval of minutes.
 - 3. Approval of department claims.
 - 4. 2025 Capital Operations and Maintenance Plan.
 - g. Minutes and Actions of the Personnel Committee meeting of February 10, 2025:
 - 2. Director Kivela request certification pay for the Electrical Inspector position.
 - 3. Director Kivela request for overlap - Assistant Assessor Position, Community Development Technician Position and Permit Technician Position.
 - h. Minutes and Actions of the Board of Public Works meeting of February 10, 2025:
 - 3. To approve the detour agreement from WisDOT to utilize Highway 66 during the summer of 2026.
 - i. Minutes and Actions of the Public Policy and General Government meeting of February 10, 2025:
 - 2. License List
 - 3. Request to Hold Event/Street Closing.
 - j. Minutes and Actions of the Finance Committee meeting of February 10, 2025:
 - 2. Approval of agreement to lease a portion of the building at 1466 Water Street to One Big Tent Inc.
 - 3. Approval of setting lot prices for the Forest Creek Subdivision.
 - 4. Approval of Claims Paid.
 - k. Statutory Monthly Financial Report by Comptroller/Treasurer.
- 6. Resolution - A request from Brian McManus, representing 3535 Jefferson Street LLC, to rezone an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue (Parcel ID 281240833101949) from the "B-4" Commercial District to the "M-1" Light Industrial District.
 - 7. Resolution - A request authorizing the rewrite of the Stevens Point Zoning Ordinance.
 - 8. Request from the City of Stevens Point to list and sell 60 lots within the Forest Creek Subdivision.
 - 9. Ordinance Amendment - Approve the amendments in Chapter 9, Sections 9.05 and 9.12.
 - 10. Adjournment.

RMC – Revised Municipal Code

Persons who wish to address the Common Council may make a statement as long as it pertains to a **specific** agenda item. Persons who wish to speak on an agenda item will be limited to a five (5) minute presentation. Any person who wishes to address the Common Council on a matter which is not on the agenda will be given a maximum of three (3) minutes and the time strictly enforced under the item, "Persons who wish to address the mayor and council on non-agenda items." Individuals should not expect to engage in discussion with members of the City Council and City staff.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strong's Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during the regular business hours from 7:30 A.M. to 4:00 P.M.

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING MINUTES**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**January 21, 2025
7:00 PM**

OR

Zoom Teleconferencing

1. Roll Call.

Present:

Ald. Christianson, Guthrie, Keymer, Broderick, Birr, Steinmetz, Kneebone, Shuda, Lang, Buse, Morrow.

Others Present:

Mayor Wiza, Clerk Yenter, Chief Kussow, Director Kivela, H/R Manager Frasch, Chief Moody, Executive Assistant Dowling, Tax Specialist Susan Pagel, C/T Ladick, Director Kremer, Director Lemke, Attorney Beveridge, Director Beduhn, Planner/Economic Development Specialist Klesmith.

2. Salute to the Flag and Mayor's opening remarks.

3. Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.

4. Persons who wish to address the Mayor and Council for up to three (3) minutes regarding a non-agenda item.

Ald. Kneebone spoke about the veterans benefit that they had attended, reminded veterans that are eligible for the National Honor Flight to sign up, as well as discussed that Portage County has a Director of Veterans Services, John Olson, that can be a resource to those in need of additional support.

Andrea Olson, 410 Franklin Street, spoke about their concern about the transparency about the future of the City of Stevens Point office buildings as well as discussed options between renting, purchasing, or building.

Neil Prendergast, 1924 Plover Street, spoke about the importance of the Hoover and Industrial Park intersection for bicyclist and pedestrians and asked the Common Council to be aware of the project and safety concerns.

Consideration and Possible Action on the Following:

5. Consent Agenda:

- a. Minutes of the Common Council meeting of December 16, 2024 and Special Common Council meeting of January 13, 2025.**
 - b. Actions of the Police and Fire Commission meeting of January 7, 2025:**
- 3. Approval of Minutes.**

4. Confirmation of Bills.
 5. Discussion, with possible action, to approve Probationary Lieutenant Justin Klein to permanent status effective February 1, 2025.
 7. Discussion, with possible action, to approve Probationary Firefighter/ Paramedic Connor Rowe, Emma Hynes, and Megan Meyer to the position of Firefighter/Paramedic with the completion of their probation effective January 8, 2025.
 9. Enter into closed session pursuant to Wis. Stats 19.85(1)(c) (considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility) for consideration of the following: extension of the probationary period for FD employee.
- c. Actions of the Park Commission meeting of January 8, 2025:
 2. Approval of November 6, 2024 meeting minutes.
 3. Approval of awarding the 2025 Tree Care Operations quote for the Stevens Point Forestry Department to Zblewski Brothers.
 4. Forestry Division Report presented by Superintendent Todd Ernster.
 5. Director's Report.
 - d. Minutes and Actions of the Plan Commission meeting of January 6, 2025:
 2. Report of the December 2, 2024 meeting of the City Plan Commission.
 6. Discussion on a housing survey.
 7. Director's Report.
 - e. Actions of the Board of Water and Sewerage Commissioners meeting of January 13, 2025:
 2. Approval of minutes.
 3. Approval of department claims.
 4. Engagement letter with Baker Tilly.
 5. Commission compensation.
 8. Use of tower space on Bliss Avenue Tower for local amateur radio.
 - f. Actions of the Airport Commission meeting of January 13, 2025:
 2. Approval of minutes.
 3. Approval of department claims.
 4. Engagement letter with Baker Tilly.
 - g. Actions of the Transportation Commission of January 13, 2025:
 2. Approval of December 9, 2024 minutes.
 3. Approval of December 2024 Financial/Claims Report.
 4. Approval of services and terms relating to the Transportation Department as set forth in the Baker Tilly Engagement Letter.
 5. Approval to allocate up to \$71,241 per bus for variances, delivery, and spare/tooling costs as part of the purchase of three buses.
 - h. Minutes of the Personnel Committee meeting of January 13, 2025.
 - i. Minutes and Actions of the Board of Public Works meeting of January 13, 2025.
 - j. Minutes and Actions of the Public Policy and General Government meeting of January 13, 2025:
 2. Request to Hold Event/Street Closing.
 - k. Minutes and Actions of the Finance Committee meeting of January 13, 2025:
 3. Approval of agreement with Northside Yard for the leasing of parking spaces in

municipal parking lot 8.

5. Approval of Claims Paid.

I. Statutory Monthly Financial Report by Comptroller/Treasurer.

m. Mayoral Appointments.

-Board of Water and Sewerage Commissioners: Paul Adamski, reappointed for a five-year term, expiring September 30, 2029.

-Zoning Board of Appeals (Alt 1): Jeff Schuler, filling a vacant seat for a three-year term, expiring April 30, 2027.

-Error Correction - Sustainability Commission: Gregory Knight, for a two-year term, expiring December 31, 2026.

-Business Park Business Improvement District Board: Community Development Director, Jarod Kivela, for a one-year term, expiring December 31, 2025.

Ald. Christianson moved, Ald. Morrow seconded, to approve the consent agenda.

Ald. Broderick asked for clarification on item 5m related to the error correction for Sustainability Commission and how Mr. Knight was selected for a 2-year term.

Mayor Wiza responded that of the mayoral appointments he knew Mr. Knight the least and that he and Mr. Knight had a discussion prior to the correction.

Call for the vote: Ayes: Christianson, Guthrie, Keymer, Broderick, Birr, Steinmetz, Kneebone, Shuda, Lang, Buse, Morrow.
Nays: None. Motion carried.

6. Ordinance Amendment - A request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance, of the Revised Municipal Code of the City of Stevens Point. Said request amends Section 23.04(2) for the purposes of amending the definition of 'Household Entity' and 'Household Entity Plus'.

Andrea Olson, 410 Franklin Street, spoke against the ordinance due to increase in rent and requested that the Common Council stipulate a number of occupants to determine a property a rooming house.

Mayor Wiza stated, for the record, that due to Ms. Olson's claims regarding over occupancy, violations, and discriminatory rental practices he and the Director of Community Development have done a review and there has not been any evidence substantiating such claims. Mayor Wiza urged citizens with questions, concerns, or violations to be in contact with the Community Development Department.

Director Kivela confirmed that after review, the claims have been unsubstantiated.

Deb Knippel, 611 Soo Marie Avenue, on behalf of herself and Frame Memorial Presbyterian Church spoke in favor of the request as a step for citizens to attain more affordable housing.

Ald. Christianson spoke of the change as incremental and requested Common Council members to pay attention to the impact.

Ald. Keymer spoke to potential code violation issues in the future and advocated for potential funding or staffing to further assist.

Ald. Shuda spoke against the ordinance amendment due to previous experience within another municipality

Ald. Lang moved, Ald. Kneebone seconded, to approve the ordinance.

Call for the vote: Ayes: Morrow, Buse, Lang, Kneebone, Steinmetz, Broderick, Keymer, Guthrie, Christianson.

Nays: Shuda, Birr. Motion carried.

7. Ordinance Amendment - A request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance, of the Revised Municipal Code of the City of Stevens Point. Said request amends Section 23.02(1)(e)(4) pertaining to minimum lot area requirements for single-family and two-family dwellings in the "R-3" Single- and Two-Family Residence District.

Andrea Olson, 410 Franklin Street, spoke in favor of the reduction of lot sizes; however, would like to see further action be taken.

Ald. Lang questioned if there are additional recommendations from the Housing Taskforce or within other plans.

Ald. Morrow spoke in favor of taking smaller steps should there be any additional recommendations.

Ald. Shuda moved, Ald. Christianson seconded, to approve the ordinance.

Call for the vote: Ayes: Christianson, Guthrie, Keymer, Broderick, Birr, Steinmetz, Kneebone, Shuda, Lang, Buse, Morrow.

Nays: None. Motion carried.

8. Ordinance Amendment - Section 13.09: Water Service Limits.

Director Lemke gave a brief history of water service limits and explained the differences between Hull, Whiting and Park Ridge. He spoke to the complications of listing by addresses for Park Ridge within the ordinance, infrastructure perspective, and utilities cost. Director Lemke requested to bring recommendations before Plan Commission for further discussion and clarified that for Park Ridge to add their water mains there is no cost to the City of Stevens Point or utility rate payers.

Liz McDonald, 1760 Strongs Avenue, spoke against a vote at the Common Council and requested further discussion take place. Ms. McDonald advocated for no water service without annexation and requested Council members to review what the staff recommendations are as well as what negotiated conditions would be to extend service to any address within Park Ridge.

John Gardner, 2101 Birchwood Avenue, spoke against a vote on the ordinance, advocated for no sewer or water without annexation, as well as requested further discussion at Plan Commission prior to a vote.

Chief Moody spoke about the City of Stevens Point Fire Protections Contract with Park Ridge. Chief Moody clarified that the agreement ends at the end of March 2025, all parties are currently working on an additional five year contract, and that the Emergency Medical Services contract is on the same

five year cycle.

Attorney Beveridge clarified that state statutes regarding annexation are different between township and village properties. If Park Ridge were to disincorporate it would become a part of the Town of Hull, as well as create further complications in regards to continuous borders.

Steve Menzel, Village of Park Ridge President spoke about the history of the project, grants, and that conditions for water service are still in discussions.

Chief Moody clarified that hydrant standards are statutorily defined.

Ald. Guthrie spoke to their need to see a comprehensive development plan prior to voting yes on the ordinance.

Ald. Morrow also spoke about the need to bring this before Plan Commission prior to a vote.

Ald. Christianson moved, Ald. Steinmetz seconded, to send to Plan Commission at the next available meeting or when it is ready.

Call for the vote: Ayes: Morrow, Buse, Lang, Shuda, Kneebone, Steinmetz, Birr, Broderick, Keymer, Guthrie, Christianson.
Nays: None. Motion carried.

9. Ordinance Amendment - Section 15.02: Aldermanic District Boundaries.

Clerk Yenter gave a brief overview of annexations and the need for the ordinance amendment.

Ald. Keymer asked for clarification on which districts were impacted.

Clerk Yenter clarified they were districts seven and eleven.

Ald. Keymer moved, Ald. Broderick seconded, to approve the ordinance.

Call for the vote: Ayes: Christianson, Guthrie, Keymer, Broderick, Birr, Steinmetz, Kneebone, Shuda, Lang, Buse, Morrow.
Nays: None. Motion carried.

10. Ordinance Amendment - To approve the ordinance amendments in Chapter 9 (Traffic and Vehicles), Subsections 9.05 (Parking), 9.06 (Signs and Turning Limitations), and 9.12 (Bicycles and Motor Bicycles).

Ald. Christianson moved, Ald. Birr seconded, to approve the ordinance.

Call for the vote: Ayes: Morrow, Buse, Lang, Shuda, Kneebone, Steinmetz, Birr, Broderick, Keymer, Guthrie, Christianson.
Nays: None. Motion carried.

11. Ordinance Amendment- To approve the ordinance amendment to section 4.18 of the revised municipal code related to the referendum requirement for transportation projects.

Craig Tesch, 1100 Frontenac Avenue, spoke against the ordinance amendment amount of twenty million and cited the three stages of the Business 51 project not being eligible for a vote. Mr. Tesch requested that the amount be changed to somewhere between five and ten million.

Andrea Olson, 410 Franklin Street, spoke in favor of the ordinance amendment.

Mayor Wiza clarified that the change is occurring because it has been found that the dollar amount was overly restrictive and that should the Council remove the ordinance another binding referendum through direct legislation would be possible.

Ald. Christianson moved, Ald. Keymer seconded, to approve with the change of the dollar amount from twenty million to fifteen million of the proposed changes.

Ald. Guthrie requested comment from Director Beduhn for clarification on when referendum would be necessary at the fifteen million dollar threshold and how that would impact projects.

Director Beduhn clarified that at this moment the fifteen million dollar mark would not impact any projects within the next few years including Business 51.

Ald. Morrow spoke to the cost of inflation and that the fifteen dollar threshold could impact future projects.

Craig Tesh, 1100 Frontenac Avenue, spoke to the Business 51 project and the need for electors to have a vote on a referendum.

Call for the vote: Ayes: Christianson, Guthrie, Keymer, Birr, Steinmetz, Kneebone, Buse.
Nays: Broderick, Shuda, Lang, Morrow. Motion carried.

Ald. Christianson moved, Ald. Steinmetz seconded, to approve the original proposal as amended.

Call for the vote: Ayes: Morrow, Buse, Lang, Kneebone, Steinmetz, Birr, Broderick, Keymer, Guthrie, Christianson.
Nays: Shuda. Motion carried.

12. Resolution- Relative to Authorizing Submittal of Great Lakes Environmental Justice Thriving Communities Grantmaking Program Application.

Ald. Birr moved, Ald. Lang seconded, to approve the authorization.

Call for the vote: Ayes: Christianson, Guthrie, Keymer, Broderick, Birr, Steinmetz, Kneebone, Shuda, Lang, Buse, Morrow.
Nays: None. Motion carried.

13. Enter into closed session pursuant to Wisconsin Statutes 19.85(1)(e) and 19.85 (1) (g) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session, AND for Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, relating to the following:

A. Deliberation of potential sites and next steps for the relocation of City Hall.

B. Property negotiations for the purpose of relocating City Hall.

Liz McDonald, 1760 Strongs Avenue, spoke about frequent questions from citizens regarding the Chase Bank building being located within park property and advocated for City Hall to be developed within that location.

Ald. Christianson moved, Ald. Morrow seconded, to enter into closed session at 8:45 p.m.

Call for the vote: Ayes: Morrow, Buse, Lang, Shuda, Kneebone, Steinmetz, Birr, Broderick, Keymer, Guthrie, Christianson.

Nays: None. Motion carried.

14. Adjournment.

Adjourned at 9:50 p.m.

January 21, 2025

Memo To: Common Council Members

Re: Support for Item 6 on Tonight's Common Council Meeting Agenda

From: Jenny Burton, 5718 Sandpiper Drive, Stevens Point, WI 54482

Thank you for creating the Housing Task Force in 2021. As I understand it, this task force met for a couple years to explore how the City of Stevens Point and community partners can address the shortage of affordable housing in Stevens Point. Today's agenda item 6 addresses this.

I support the Plan Commission's proposal to redefine the number of unrelated people living in a dwelling. I watched the Plan Commission meeting and the members thoughtfully considered all the options of dwelling density. They came to a unanimous vote to put forward this proposal as a step to helping make housing more affordable.

The City has done a variety of things to boost affordable housing in recent years. Here is a partial list:

- Grants and loans to repair a fixer-upper home
- CAP Services provides financial aid to landlords who rent to low income residents to make repairs up to \$20,000.
- The City has created incentives for developers to create housing for low income residents.

Thank you to the Common Council for being vigilant about looking for creative ways to help those who have housing needs.

I urge the Common Council to vote in support of Item 6. And I ask you to continue implementing the suggestions made by the Housing Task Force, such as redefining the Housing Code. Furthermore, I challenge the Redevelopment Authority and the Plan Commission to prioritize housing needs of low-income residents. In my opinion, affordable housing is the number one problem facing the City of Stevens Point. I will continue to advocate for those who lack affordable housing.

Sincerely,

Jenny Burton

**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
SPECIAL MEETING OF FEBRUARY 12, 2025**

1. Roll Call: Commissioners Kirschling, Ostrowski, Zenner

Excused: Commissioners Behrendt, Mrozek

Also Present: Police Chief Kussow, Ast. Chief Williams, Ast. Chief Gemza,
Ast. Chief Zvara, RB Supervisor Tork

2. Discussion, with possible action, to approve a conditional offer of employment from the Stevens Point Police Department to Dolorosa Thomas. Expected start date of Monday, February 17th, 2025.

Commissioner Zenner moved, seconded by Commissioner Ostrowski, to approve a conditional offer of employment from the Stevens Point Police Department to Dolorosa Thomas, with an expected start date of Monday, February 17th, 2025.

Ayes, all; nays, none. Motion carried.

3. Discussion, with possible action, to move forward with the employment of new entry-level Firefighter/Paramedics.

Commissioner Ostrowski moved, seconded by Commissioner Zenner, to move forward with the employment of new entry-level Firefighter/Paramedics.

Ayes, all; nays, none. Motion carried.

4. Adjournment.

The meeting adjourned at 10:05 a.m.

**REGULAR MEETING MINUTES
Board of Park Commissioners
February 12, 2025 - 6:30 PM**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

OR

[Zoom Teleconferencing](#)

Meeting ID: 863 3985 2367 | Passcode: 475482

By Computer: [Join](#)

By Phone: +1-312-626-6799 (US Chicago)

Discussion and Possible Action on:

1. Roll Call.

Present: Alder Broderick, Alder Buse, Freckman, Disher, Glodosky, Alder Keymer, McDonald, Okonek, Przybylski, Sorenson, Winn

Also Present: Director Kremer, Chief Kussow, Superintendent Ernster, Jodi G, Trevor Roark, Adam Alves, Meg Ehler, Tim Schierl, Sharon Menzel, Deborah Comas, Trina Dorn, Josh Krierel, Cathy Chizzo, Steve Chizzo, Chen Langreck, Chuck Stanley, Brian Guzman, Andy Hoff, Jeff Moffat, Steven McKay, Kim Frers, Tom Fink, Ed Prokap, Laura Belanger Tess, Ryan Herek

2. Approval of January 8, 2024 meeting minutes

Motion to approve the minutes by Disher, second by Przybylski; motion carried 11-0.

3. Presentation of the Stevens Point Forestry Department Management Plan by Wachtel Tree Science, Inc.

Nathan Schuettepelz from Wachtel Tree Science presented a summarized version of the recently completed Forestry Department master plan. The last master plan was completed in 2010. The current master plan was funded through a DNR grant.

No action taken

4. Adoption of the Stevens Point Forestry Department Management Plan

Motion to approve the updated Forestry Department management plan made by Keymer, second by Disher; motion carried 11-0

5. Award of 2025 and 2026 Emerald Ash Borer Treatment contract.

Motion to award the 2025 and 2026 EAB treatment contract to TruGreen in the annual amount of \$22,100 made by Glodosky, second by McDonald; motion carried 11-0.

6. Discussion on updated master plan concept drawings for Goerke and Zenoff Parks.

Director Kremer summarized the planning process to date and overviewed the three conceptual draft drawings that were included in the packet for Goerke and Zenoff Community Parks. Director Kremer stated that with park commission authorization,

public input will be gathered in March via meetings and written comments and all feedback for plan revisions would be brought back to the park commission in April or May. Kremer stated that following the public input and review by park commission, a final concept plan will be produced for possible adoption by the park commission as early as June or July of 2025. Initial thoughts were shared by park commissioners and Chair Okonek opened the floor up to the general public to share their feedback.

Speakers List:

Mike Disher: 2616 Prais Street
Trina Dorn: 2725 Main Street
Steve Chizzo: 2525 Prais Street
Josh Krierel: 2717 Main Street
William Schmidt: 3008 Main Street
Meg Ehler: 3233 Leahy Avenue
Laura Behlinger Tess: 3201 Oak Avenue
Andy Hoff: 2601 Prais Street
Christine Karne: 617 Michigan Avenue
Tom Fink: 2533 Prais Street
Trevor Roark: 601 Washington Avenue
Kim Fires: 1217 Minnesota Avenue

Verbal comments included requests for revisions and additional considerations on the following components of the plan: Parker Building and hockey rink preservation, less hardscape parking, elimination of future driveway access points along Prais Street, other locations to be considered for a dome indoor athletic area outside of Goerke Park, preservation of the two outside ball diamonds, removal of the parking lot adjacent to the KB Willett Arena, improved walking and biking pathways in place of roadways, and consideration of maintaining the existing location of the current pool. Other comments included support for safety improvements, aquatic center improvements and recreation improvements.

Discussion followed by the park commission on considerations for changes. Direction was given to the director to change the concept drawing to say "draft" and for the possible driveway access creation on Prais Street to be shown as draft. Additional direction was given to proceed with taking the current drawing to public input meetings and community feedback steps in March to allow additional feedback to be gained for future revision consideration by the park commission later this year.

No Action Taken.

7. Director's Report

- Update on press box capital project.
- Seramur Park - 2025 Wisconsin Parks and Recreation Association Park Design Award Winner

8. Adjournment.



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

MINUTES

CITY PLAN COMMISSION

Date and Time:	February 3, 2025 6:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u> <u>Zoom Teleconferencing</u> Meeting ID: 827 5985 6950 Passcode: 811580 <u>By Computer:</u> https://us02web.zoom.us/j/82759856950?pwd=mq7maggDpkOd6a5bXa48sH <u>By Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Meeting Called to order: 6:00PM

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

Discussion and Possible Action on:

2. Report of the January 6, 2025 meeting of the City Plan Commission.

Background: Report of the January 6, 2025 meeting of the City Plan Commission included in the agenda packet.

Motion: Arntsen moves approval of the report of the January 6, 2025 meeting of the City Plan Commission.

Second: Miskowiak seconds the motion.

Discussion: None.

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

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

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

Vote: Unanimous approval.

3. Public Hearing and action on a request from Brian McManus, representing 3535 Jefferson Street LLC, to rezone an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue (Parcel ID 281240833101949) from the “B-4” Commercial District to the “M-1” Light Industrial District.

Background: Associate Planner Kuhn presents background information on the rezoning request to support the relocation warehouse facility. Kuhn presents the review standards for the rezoning request. Staff recommends approval of the request because the review standards are met.

Discussion:

- Arntsen: requests clarification of the approval process for rezoning requests. Attorney Beveridge answers.

Public Hearing:

- Andrea Olson, 410 Franklin St, comments on the applicability of future land use designations and the zoning of adjacent parcels, and requests more details of the development proposed for the parcel.
- John Okonek, 2916 Dixon St, reports issues of traffic and truck safety near the subject parcel and requests more information to be acquired before any approvals are granted.
- Patricia Baker, 509 Linwood Ave, Park Ridge, reports additional traffic safety concerns on Jefferson Street and Pine Crest Avenue for pedestrians and bicyclists; recommends that the parcel would be a strong opportunity for infill residential development. Truck traffic often utilizes roads in Park Ridge, which are not built to support semi-truck loads.
- Hans Walther, 520 Greenbriar Avenue, Park Ridge, cites that safety considerations are reasonable to deny rezoning requests. Reports that insufficient buffer exists between adjacent residential parcels.
- Daniel Kieffer, resident of Park Ridge, also cites the conflicting adjacent land uses and safety concerns for children.
- Amy Walther, 3322 Pine Crest Avenue, speaks in opposition to the rezoning request citing the semi-truck and other vehicle traffic.
- Shaun Marrow, Alder for District 11, encourages the applicant to make an effort to communicate their development plans with adjacent residents and resolve concerns like other developers have recently done.
- Brian McManus, applicant, shares that rezoning is one step and wants to be considerate of resident concerns during the design phase of the project.
- Laura Courtright Burns, 809 Sunset Avenue (Park Ridge), shares additional concerns about the impacts of the manufacturing center on nearby residents and how this case may be extremely similar, and encourages the commission to reject the request.
- John Okonek, 2916 Dixon Street, urges the applicant to review other nearby opportunities, such as vacant buildings in the area, for their warehousing needs.
- Fritz Kokesh, 40 Crestwood Drive, speaks in opposition to the rezone request due to poor site access and availability of sites on more conducive transportation routes.
- Trevor Roark, 601 Washington Avenue, speaks in opposition to the rezoning request, citing the need for the trees to be preserved and the ability to use unused parking stalls on site.

Discussion:

- Mayor Wiza responds to the comments made during the public hearing. Wiza and staff share comparisons of the rezone request to businesses allowed in B-3 and B-4 zoning districts that also produce similar negative impacts (traffic, noise, and safety concerns).
- Arntsen comments on the possibilities that a rezone would open up for the parcel and the conflicting adjacent uses, and a concern for the permitted uses possible under the proposed zoning classification.
- Schuler comments on the prior planning performed for the district and difficulty of the situation and decision.
- Beacom comments on the possibility that traffic estimates from the applicant may not be accurate and the impact may be larger, and asks what happens if that is the case.
- Miskowiak comments that the project may have differing impacts on truck traffic since trucks currently move product from the applicant's facility to the existing warehouse. The applicant addresses this possibility. Miskowiak presents a comparison of traffic generation if the parcel was residential, stating that he is unsure if it would be more or less conflicting if the parcel was residential.
- Rice asks if there is a zoning classification where warehousing is a conditional use; Rice also asks if the adjacent grocery store aligns with other future land use designations than industrial. Rice encourages staff to work with the applicant to find a more appropriate location. Arntsen agrees that finding an alternative location would be a good step.
- Kneebone responds to the resident concerns, expresses that it would be more appropriate to consider the parcel for residential use and does not support the request.

Motion: Wiza moves approval of the rezone request.

Second: Schuler seconds the motion.

Discussion:

- Kneebone points out the zoning was originally B-4.
- Rice reminds the commission and staff that there's more of an opportunity to discuss the decision before approving the request.

Vote:

- Yea: Beacom, Schuler, Miskowiak, Wiza
- Nay: Arntsen, Rice, Kneebone
- Motion passes 4-3.

Further discussion:

- Patrick Perzynski comments on the previous agenda item, stating that truck traffic directly to the previous warehouse location was overlooked.

4. A request from Adam Sandstrom, representing FFH Holdings, LLC, for a conceptual plat review of a proposed subdivision on an unaddressed parcel bounded by Hoover Road and Heffron Street (Parcel ID 281230803140102).

Background: Kuhn presents background information on the request and the instruments for subdivision. Kuhn also presents the need to amend the future land use designation to accommodate the request.

- Schuler asks for the decision to provide a private drive or public road.
- Arntsen points out the lack of access points; the design had been reviewed by the Fire Department for emergency response. Kuhn shares design considerations from the public works department as well.
- Beacom asks what specifications the private drive would need to be built to; Wiza answers.
- Schuler asks for clarification about the replacement of future land use designations in this case as compared to the previous agenda item; Schuler further asks about road specifications, clearing, and other city services.
- Rice asks for clarification about input from the residents from the comprehensive planning process.
- Andrea Olson, 410 Franklin Street, comments on the parcel citing the Southeast planning area and offers other housing options for the parcel.
- Jacqui Guthrie, Alder District 2, requests more information about the housing planned for the subdivision to explain the need for the private drive.
- Marc Christianson, 1641 Clark Street, requests clarification on trash pick-up strategy for the homes in the subdivision.
- Trevor Roark, 601 Washington Ave, comments on the ability to connect the subdivision to the Hoover Road recreational path.
- Schuler asks if access to Hoover Road will be complete restricted. Kuhn affirms that access to all parcels would be from the private drive.
- Arntsen requests clarification if any commercial properties could have access to Hoover Road.
- Rice asks for clarification about the need or possibility for higher density given the recent zoning changes to decrease lot sizes for single family and two family residential parcels.
- Schuler comments on the need to review the subdivision plat again, and the possibility to see changes from this original draft and the final plat.

5. A request authorizing the rewrite of the Stevens Point Zoning Ordinance.

Background: Associate Planner Kuhn presents history of the zoning ordinance and the rationale for rewriting the current zoning code.

Public comments:

- Jim Connors, 2349 4th St, writes in to support a rewrite of the city zoning ordinance.
- Aaron Redman, 2037 Center Street, speaks in favor of revising the City's zoning ordinance also expressing the ability to grow capacity of local governance and representation.
- Carolyn Peterson, representing Midstate Independent Living Choices, speaks in favor of revising the City's zoning ordinance.
- Hope Mahon, 1605 Division Street, speaks in favor of revising the City's zoning ordinance.
- Ryan Carrol, 1024 Park Street, speaks in favor of revising the City's zoning ordinance.
- Marc Christianson, Alder District 1, speaks in favor of revising the City's zoning ordinance and also cites Kuhn's professional capacity to handle the project.
- Deb Knippel, 611 Soo Marie Avenue, speaks in favor of revising the City's zoning ordinance.

- Mary McComb, 2100 Elk Street, speaks in favor of revising the City's zoning ordinance.
- William John Colletta, 2209 Ellis Street, speaks in favor of revising the City's zoning ordinance.
- Andrea Olson, 410 Franklin Street, speaks in favor of revising the City's zoning ordinance.
- Erin Redman, 2324 Ellis Street, speaks in favor of revising the City's zoning ordinance.
- Jessycah Anderson, 924 Second Street, speaks in favor of revising the City's zoning ordinance.
- Lara Broderick, 433 Wadleigh Street, speaks in favor of a comprehensive overhaul of the City's zoning ordinance.
- Trevor Roark, 601 Washington Avenue, speaks in favor of revising the City's zoning ordinance, citing that the current ordinance's exclusionary code results in excessive infrastructure and high costs to residents.
- Attorney Beveridge comments on the difficulty of previous zoning code revision attempts.

Motion:

- Kneebone moves to approve the request to revise the zoning ordinance.

Second

- Miskowiak seconds the motion.

Discussion

- Schuler expresses his optimism for the project.

Vote

- Unanimous approval.

6. Discussion on Comprehensive Plan update.

Background: Neighborhood Planner Klesmith presents background information on the previous comprehensive plan update attempt and new direction for the Comprehensive Plan update. A full comprehensive plan revision will be coordinated and neighborhood plans will be drafted from the updated plan.

Discussion:

- Schuler expresses gratitude for staffs' previous efforts and for acknowledging and utilizing a local resource to complete the work.

7. Director's Report.

Discussion: Director's report is included in the agenda packet; Schuler asks for clarification on the responsibility of maintaining landscaping and the flags.

Closing Section:

8. Adjourn

Meeting adjourned at 8:51PM.

SIGN IN SHEET

PLEASE PRINT LEGIBLY

FAILURE TO PRINT LEGIBLY MAY RESULT IN MISS SPELLED NAMES ON OFFICAL RECORD OF MEETING MINUTES.

NAME:

ADDRESS:

Deb Knippel	Well Soo Marie Ave SP
John Okonek	2916 Dixon St SP
HANS WALTHER	520 GREENBRIAR AVE PARK RIDGE
Trevor Rook	601 Washington Ave.
William John Coletta	2209 Ellis St. ST. PT.
Aaron Redman	2037 Center St.
Brian McManus	3535 Jefferson St ST PT
Amy Walther	322 Pinecrest Ave
Evan Walther	322 Pinecrest Ave
JOAO CASTRO SILVA JUNIOR	703 SUNSET AVE
CAROLYN SILVA	703 SUNSET AVE
Laura Courtright Burns	809 Sunset Ave
David Blado	408 Pinecrest Ave.
Gudy Kokosh	40 Crestwood Dr
Fritz Kokosh	40 Crestwood Dr.
Ryan Carroll	1074 Park St.

PLEASE RETURN TO SECRETARY, THANK YOU.

SIGN IN SHEET

PLEASE PRINT LEGIBLY

FAILURE TO PRINT LEGIBLY MAY RESULT IN MISS SPELLED NAMES ON OFFICAL RECORD OF MEETING MINUTES.

NAME:

ADDRESS:

Jessyrah Andersen	924 2nd St. StevensPoint, WI
Hope Mahon	1605 Division St
Freesia McKee	2501A Algoma St
Ginger Keymer	1816 Lincoln Ave / Dist 3
Nick Norton + Ana Norton	402 pinecrest Ave
Patrick Perzysski	708 Sunset Ave. Stpt
Suzanne Watter	520 Greenbriar Ave.
Andree Olson	410 Franklin St
Patrizia Buki	509 LENWOOD AVE
Erin Redman	2324 Ellis St.

PLEASE RETURN TO SECRETARY, THANK YOU.

Image submitted by John Okonek as a part of the public hearing for agenda item #3.



Image submitted by John Okonek as a part of the public hearing for agenda item #3.



2-3-25

I support a rewrite
of the city zoning code.

Jim Connors

2349 4th ST.

STEVENS POINT

54481

JIM CONNORS

**City of Stevens Point
Board of Water and Sewerage Commissioners
February 11, 2025 - 12:00 PM**

**Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

**Zoom Teleconferencing
Meeting ID: 820 26885705**

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303) 715-8592

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, and Ray Schmidt

EXCUSED ABSENCE: Mae Nachman and Anna Haines

ALSO PRESENT: Joel Lemke, Eric Southworth, Shane Kohnen, and Jaime Zdroik

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the January 13, 2025 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

The Water Utility Claims for January were not included in the packet and therefore will be added in next months packet.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the department claims for the month of January 2025 as audited and read.

Ayes all. Nays none. Motion carried.

4. 2025 Capital Operations and Maintenance Plan - Joel Lemke

Joel summarized the 2025 Capital Operations and Maintenance Plans for all of the utilities.

Water Requests: Reconstruction projects-\$2,300,000; 30% of Trimble GPS Equipment-\$11,700; Pre-engineering for towers and boosters-\$21,900; Property acquisition for booster stations estimated-\$45,000; Remaining Well 12 design-\$70,000; Generator move from 11 to 7/8 design-\$45,000; Camera and network equipment upgrades-\$3,000; 50% of SCADA upgrade-\$76,000; 33% of Aerial Photo & LIDAR enhancements-\$12,000; ***current year total request-\$2,584,600.***

Joel explained the purpose of separating pressure zones in the system.

Wastewater Requests: Reconstruction projects-\$2,100,000; Feltz/10-51 lift station replacement engineering-\$60,000; Feltz/10-51 lift station replacement-\$1,500,000; UV disinfection and final clarifier upgrades-\$710,000; 33% of Aerial Photo & LIDAR enhancements-\$12,000; Camera and network equipment upgrades-\$3,000; Replacing of windows in lab office building-\$25,000; Fall Protection for safety-\$45,000; Digester recirculation pump replacement-\$15,500; 50% of SCADA upgrade-\$76,000; Ferric Chloride Level Transducer-\$7,000; Replace 3/4 ton truck with plow-\$65,000; digester 3 cover coating-unknown; Influent pump rehab/replacement-\$1,100,000; Security gates/fencing/access control-\$60,000; 30% of Trimble GPS Equipment-\$11,700; **current year total request-\$5,790,200.**

Stormwater Requests: Reconstruction projects-\$3,300,000; BRIC grant project (flooding study)-\$64,000; 30% of Trimble GPS Equipment-\$11,700; Camera and network equipment upgrades-\$3,000; 33% of Aerial Photo & LIDAR enhancements-\$12,000; **current year total request-\$3,390,700.**

Fiber Requests: 10% Trimble GPS Equipment-\$3,900; and Construction of fiber loop and service area ext-\$45,000; **current year total request-\$48,900.**

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the 2025 Capital Operations and Maintenance Plan.

Ayes all. Nays none. Motion carried.

5. Water Supply and Distribution Reports - Eric Southworth

Eric stated the pumpage looks normal. This is the time of the year they are wrapping up all of our construction projects for the upcoming audit.

6. Sewage Treatment Operations Report - Chris Lefebvre

The Commission reviewed the reports in the packet for the month of January.

7. Construction and Maintenance Report - Shane Kohnen

The Commission reviewed the report provided in the packet for January.

8. Directors Report - Joel Lemke

No discussion.

9. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:23 P.M.

REPORT TO THE FEBRUARY 11, 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of January 1, 2025
Bank Deposits recorded in January 2025

\$	7,612,266.09
\$	681,144.00
\$	8,293,410.09

CHECKS ISSUED IN JANUARY 2025:

59743 Baker Tilly Virchow Krause LLP	Professional Services thru Dec 2024 annual audit	1,097.19
59745 Employee Resource Center	Monthly EAP Fees - Jan 2025	25.65
59746 Fastenal Company	PPE-Gloves	87.13
59747 Aspirus Medical Group, Inc.	Wellness Program	139.00
59748 Avineon, Inc.	GIS Support	3,214.17
59752 ESRI	Annual Software Maintenance	9,625.00
59754 Grainger	Crane Scale	2,620.75
59756 Harter's Fox Valley Disposal	Dumpster Service	702.63
59762 NCL of Wisconsin Inc	Lab Supplies	1,230.27
59766 SJE	Replacement pump for digester recirculation	17,423.00
59767 Somerville Inc.	Professional Services Nov 25 - Dec 29, 2024	785.70
59770 Vestis	Rug & Laundry Service	215.43
59775 AT&T	Phone charges	44.98
59776 Cooper Oil Company Inc	Premium gasoline	8.21
59778 Grainger	Supplies	215.57
59779 Hach Company	Chemicals	993.52
59781 Multi Media Channels, LLC	Ad for UV Upgrade Bid	139.65
59782 Sara Olson	Refund check 449A Fourth Ave	36.41
59785 Roberts Irrigation Company Inc	Truck #33 Parts	58.08
59788 Richard Firkus	Refund	911.19
59790 Avineon, Inc.	Second Half Support 2024-25	2,000.00
59792 Hawkins Inc	Chemicals	568.40
59793 Heartland Business Systems, LLC	Monthly Billing- January	209.23
59795 Multi Media Channels, LLC	Ad for UV Upgrade Bid	139.65
59798 Diggers Hotline Inc	December Diggers Hotline Charges	45.60
59799 Central States H & W Fund	Health Insurance Premiums	20,686.78
59800 City Of Stevens Point	Retirement, insurance, IT and fuel	18,255.10
59801 Grainger	Parts to flush pipes/airfilters	928.58
59803 NCL of Wisconsin Inc	Lab supplies	761.18
59804 PBBS Equipment Corp	Control for digester	796.95
59807 Mastercard	AWS for GIS Server	4,576.26
59809 Moraine Park Tech College	Training-Shelly Solstice	498.35
59811 Badger Plastic & Supply Inc	Water tank repair truck #BD	135.00
59813 Diggers Hotline Inc	Prepayment diggers hotline	1,851.30
59814 Fastenal Company	Supplies	10.40
59816 Hach Company	Reactor	857.00
59820 Nol-Tech Systems Inc	Parts	359.37
59821 Petty Cash	Ice scraper-Shelly	15.99
59823 Rent - A- Flash	Traffic Control Signs	1,649.50
59824 Stevens Point Airport	US Bank -cc rebate	135.23
59825 Strand Associates Inc	Professional Services Dec 1-Dec 31, 2024 Michigan Ave	2,828.33
59826 Transit Department	US Bank-cc rebate	461.65
59828 Vestis	Rugs & laundry service	215.43
59832 BDP Industries	Love Joy Couplings & gear motor solid shaft	1,868.36
59833 City Of Stevens Point	Workers Comp Premiums	1,528.46
59834 Crazy Eight Automotive LLC	Refund Check 029891-000, 2220 Minnesota Ave Ste 2	48.93
59835 Donohue & Associates, Inc.	Engineering Services - Lift Station Replacement	9,990.00
59837 Orland Enterprises LLC	Refund Check 040099-000, 801 Smith St	148.17
59838 Shippy Shoe Store Inc	Boot Allowance - M. Federwitz	125.00
59840 Springbrook Holding Company LLC	Standard Professional Services	740.00
59841 Stevens Point Public Utilities	Quarterly Water Charges	808.47
59842 USA Blue Book	Air line extension for dryer building	55.79
HRA	HRA Admin Fee	30.00
Verizon Charges	Verizon Charges	555.00
WPS Utility Charges	Gas & Electric	26,834.87
Sewer Payroll	Payroll	86,263.80
Payroll Taxes	Payroll Taxes	6,117.43

UPS	Shipping	41.54	
Bank Fees	Bank Fees	1,698.01	
TOTAL OF EXPENSES LISTED		<u>\$ 234,412.64</u>	<u>\$ 234,412.64</u>
BALANCE ON HAND JANUARY 31, 2025			<u>\$ 8,058,997.45</u>
	Balance on Hand		<u>\$ 8,058,997.45</u>
	Plus uncleared checks		<u>\$ 24,858.45</u>
	Less checks previously written clearing this month		<u>\$ (87,456.57)</u>
	Ending Cash Balance matching Bank Statements		<u><u>\$ 7,996,399.33</u></u>
		<u>Less Restricted Balance</u>	<u>\$ 730,754.87</u>
		TOTAL	\$ 8,727,154.20

***Additional restricted cash of \$250,000.00 is invested in CDs.

REPORT TO THE FEBRUARY 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of January 1, 2025
 Bank deposits recorded in January 2025

\$	1,527,524.32
\$	251,724.67
\$	1,779,248.99

CHECKS ISSUED JANUARY 2025:

59743	Baker Tilly Virchow Krause LLP	Professional Services thru Dec 2024 annual audit	1,095.41
59745	Employee Resource Center	Monthly EAP Fees - Jan 2025	14.25
59747	Aspirus Medical Group, Inc.	Wellness Program	139.00
59748	Avineon, Inc.	GIS Support	3,214.16
59752	ESRI	Annual Software Maintenance	9,625.00
59761	NAPA	Tools	21.49
59763	Mastercard	WWWA - Jason P	450.97
59767	Somerville Inc.	Professional Services Nov 25 - Dec 29, 2024	785.70
59772	Malise Beduhn	Salary	555.02
59782	Sara Olson	Refund check 449A Fourth Ave	14.90
59790	Avineon, Inc.	Second Half Support 2024-25	2,000.00
59793	Heartland Business Systems, LLC	Monthly Billing- January	209.23
59798	Diggers Hotline Inc	December Diggers Hotline Charges	45.60
59799	Central States H & W Fund	Health Insurance Premiums	10,845.10
59800	City Of Stevens Point	Retirement, insurance, IT and fuel	11,105.91
59807	Mastercard	AWS for GIS Server, Training-Brad & Colten	2,476.20
59813	Diggers Hotline Inc	Prepayment diggers hotline	1,851.30
59819	NAPA	Supplies	35.76
59822	Point Embroidery & Screen	Embroider jacket	6.95
59825	Strand Associates Inc	Professional Services Dec 1-Dec 31, 2024 Michigan Ave	2,828.34
59833	City Of Stevens Point	Workers Comp Premiums	976.91
59837	Orland Enterprises LLC	Refund Check 040099-000, 801 Smith St	44.63
59838	Shippy Shoe Store Inc	Boot Allowance - B. Kucharzak	230.00
59840	Springbrook Holding Company LLC	Standard Professional Services	740.00
	Bank Fees	Bank Fees	1,698.00
	Verizon	iPad & cell phone charges	427.18
	Payroll	Payroll	39,681.32
	IRS	Payroll Taxes	3,356.11
	WPS	Monthly Utility Charges	373.56
TOTAL OF EXPENSES LISTED			\$ 94,848.00
BALANCE ON HAND JANUARY 31, 2025			\$ 1,684,400.99

Balance on Hand	\$ 1,684,400.99
Plus checks written after the end of this month	\$ -
Plus uncleared checks	\$ 6,895.91
Less checks previously written clearing this month	\$ (3,996.71)
Ending Cash Balance matching Bank Statements	\$ 1,687,300.19

REPORT TO THE FEBRUARY 2025
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of January 1, 2025	<u>\$ 512,249.69</u>
Bank deposits recorded in January 2025	<u>\$ 31,738.96</u>
	<u>\$ 543,988.65</u>

CHECKS ISSUED JANUARY 2025:

59752 ESRI	Annual Software Maintenance	9,625.00	
59760 Millennium	Fiber Parts	60.71	
Payroll	January Payroll	<u>1,188.96</u>	
TOTAL OF EXPENSES LISTED		<u>\$ 10,874.67</u>	<u>\$ 10,874.67</u>
BALANCE ON HAND JANUARY 31, 2025			<u>\$ 533,113.98</u>
	Balance on Hand		<u>\$ 533,113.98</u>
	Plus checks written after the end of this month		<u>\$ -</u>
	Plus uncleared checks		<u>\$ -</u>
	Less checks previously written clearing this month		<u>\$ (922.55)</u>
Ending Cash Balance matching Bank Statements			<u><u>\$ 532,191.43</u></u>

**City of Stevens Point
Airport Commission
February 11, 2025 - 12:23 PM
Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: 820 26885705

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303) 715-8592

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen and Ray Schmidt

EXCUSED ABSENCE: Mae Nachman and Anna Haines

ALSO PRESENT: Joel Lemke, Shane Kohnen, Eric Southworth and Jaime Zdroik

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the January 13, 2025 meeting minutes of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the department claims for the month of January as audited and read.

Ayes all. Nays none. Motion carried.

4. 2025 Capital Operations and Maintenance Plan - Joel Lemke

Joel summarized the 2025 Capital Operations and Maintenance Plan.

Design costs for future projects were delivered to Joel/Jason after the City had acted on their capital budgeting. Joel will be going back to City Finance to see if they can get local funding.

There is over 5.5 million in improvements for future years with only approximately \$200,000 to be paid with local funds.

Airport Requests: Design-12/30 Runway Rehab-\$10,000; Design-12/30 Lighting Reconstruction-\$3,000; Design-Runway Signage Replacement-\$250; Design-Taxiway A Lighting Reconstruction-\$6,000 and Design-Taxiway B Lighting Reconstruction-\$2,000, ***current year request total \$21,250.00.***

Joel is requesting approval with the understanding he will be asking the City for local funding.

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the 2025 Capital Operations and Maintenance Plan.

Ayes all. Nays none. Motion carried.

5. Written/Verbal Report - Jason Draheim

Joel explained that a tree came down on the new fence. Utility crews cleaned that up and did some additional tree trimming along the perimeter of the new fence.

6. Adjournment.

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:32 P.M.

REPORT TO THE FEBRUARY 11, 2025
MEETING OF THE AIRPORT COMMISSION

FINANCES:

Bank balance as of January 1, 2025

\$	137,793.95
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Bank deposits recorded in January 2025

\$	15,578.29
\$	153,372.24

CHECKS ISSUED IN JANUARY 2025

2955	Baker Tilly Virchow Krause LLP	Professional Services thru Dec 2024 for audit	371.68		
2956	Employee Resource Center	Monthly EAP Fees - Jan 2025	5.70		
2957	Abel Ruga	December Cleaning Services	175.00		
2958	Stevens Point Public Utilities	Work done for Airport	1,544.53		
2959	Van Ert Electric Company, Inc.	Wind Cone Replacement	17,455.00		
2960	Rasmussen Plumbing & Heating	Troubleshoot Toilet Issue	367.38		
2961	Scales and Tails Guide Service LLC	Deer culling	1,000.00		
2962	City of Stevens Point	Retirement, insurance, fuel & phone	9,784.51		
2963	Heartland Business Systems, LLC	Monthly billing for January	78.46		
2964	Mastercard	Internet & rugs	424.05		
2965	Titan Aviation Fuels	Ground reel	1,780.18		
2966	Transportation Dept	Fobs	599.00		
2967	City of Stevens Point	Workers Comp Premiums	518.91		
2968	Stevens Point Public Utilities	Verizon iPad charges 1-24-25 to 2-23-25	10.13		
EFT	Payroll	January 2024	12,960.61		
	Delta Dental	Dental Insurance Premiums	71.38		
	Wisconsin Public Service	Utility Charges	3,967.19		
	WI Dept of Revenue	Fuel Tax	75.18		
	IRS & WI Dept of Revenue	Payroll Taxes	5,402.84		
	WI Dept of Revenue	Sales Tax	63.38		
TOTAL EXPENSES LISTED			\$ 56,655.11	\$	56,655.11
BALANCE ON HAND JANUARY 31, 2025				\$	96,717.13

Balance on Hand	\$ 96,717.13
Plus checks written after end of month	\$ -
Plus uncleared checks	\$ 3,332.27
Less checks previously written clearing this month	\$ (5,578.12)
Ending Cash Balance matching Bank Statements	\$ 94,471.28

**PERSONNEL COMMITTEE
February 10, 2025 - 6:19 PM**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

MINUTES

Discussion and Possible Action on:

1. Roll Call.

Present:

Ald. Kneebone, Broderick, Lang, Guthrie, Steinmetz.

Others Present:

Mayor Wiza, Clerk Yenter, HR Manager Frasc, Assistant Chief Williams, Assistant Chief Gemza, C/T Ladick, Deputy C/T Peterson, Tax Specialist Pagel, Admin. Assistant Church, Director Kivela, Director Lemke, Attorney Beveridge, Director Beduhn, Ald. Christianson, Keymer, Birr, Shuda, Buse, Morrow.

2. Director Kivela request certification pay for the Electrical Inspector position.

Director Kivela gave an overview of the request for certification pay for the Electrical Inspector position.

Ald. Guthrie moved, Ald. Steinmetz seconded, to approve the request.

Call for the vote: ayes, all; nays, none; motion carried.

3. Director Kivela request for overlap - Assistant Assessor Position, Community Development Technician Position and Permit Technician Position.

Director Kivela gave an overview of the request for overlap of positions in the Community Development department.

Ald. Broderick moved, Ald. Steinmetz seconded, to approve the request.

Call for the vote: ayes, all; nays, none; motion carried.

4. Adjournment.

Adjourned at 6:25 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

February 10, 2025 - 6:26 PM

Community Room

933 Michigan Avenue, Stevens Point, WI

MINUTES

Roll Call

PRESENT Chairperson Mayor Wiza, Vice-Chairperson Ald. Keymer, Ald. Kneebone, Ald. Shuda, Ald. Buse, Ald. Morrow.

ABSENT Chris Tiffany

OTHERS PRESENT **Directors:** Scott Beduhn - Public Works, Joel Lemke - Public Utilities and Transportation, Jarod Kivela - Community Development and Inspections.
City Staff: C/T Corey Ladick, Finance Manager Marcy Peterson, City Clerk Kari Yenter, Police Chief Dana Williams, Tax Specialist Susan Pagel, and Human Resource Manager Sandy Frasch.
Alderpersons: Marc Christianson - District 1, Jackie Guthrie - District 2, Lara Broderick - District 4, Allison Burr - District 5, Dale Steinmetz - District 6, Sam Lang - District 9.

Informational

1. **Director's Report**
 - a. **Country Club Drive**
 - b. **Michigan Avenue Underpass**
 - c. **Hoover Road Intersection Signalizations**

Country Club Drive - Director Beduhn reported that the final design should be completed soon and construction will be late this summer.

Michigan Avenue Underpass - Director Beduhn reported that we are working on a date and time for a public informational meeting early next month. Still, we anticipate it to be before next month's meetings so watch for updates if you are interested in attending this meeting.

Hoover Road Intersection Signalizations - We are advertising this week; however, it won't be done till late summer as delivery for the equipment is five to six months out.

Mayor Wiza mentioned that we did explore repurposing the current flashing lights on River View Avenue/CTH HH and Water Street intersection; however, it was ruled out because of cost.

Ald. Keymer asked how long this project will take to complete to which Director Beduhn said once the equipment is delivered, they have four weeks to have them installed and functioning and another four weeks from that to get everything else completed.

Ald. Morrow **moved**, Ald. Kneebone **seconded**, to approve the Director's Report and place it on file.

Call for the Vote: Ayes: **All**.
 Nays: **None**. Motion **Carried**.

Discussion and Possible Action

2. To approve the Ordinance Amendments in Chapter 9, Sections 9.05 and 9.12.

Ald. Morrow **moved**, Ald. Keymer **seconded**, to approve the Ordinance Amendments in Chapter 9, Sections 9.05 and 9.12.

Call for the Vote: Ayes: **All**
 Nays: **None**, Motion **Carried**.

3. To approve the Detour Agreement from WisDOT to utilize Hwy 66 during the summer of 2026.

Ald. Keymer **moved**, Ald. Shuda **seconded** to approve the detour agreement from WisDOT to utilize Hwy 66 during the summer of 2026.

Call for the Vote: Ayes: **All**
 Nays: **None**, Motion **Carried**.

Adjourn

Adjourned at **6:36 p.m.**

**CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT COMMITTEE MINUTES
February 10, 2025 - 6:00 PM**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**OR
Zoom Teleconferencing**

Discussion and Possible Action on:

1. Roll Call.

Present:

Ald. Keymer, Birr, Steinmetz, Lang, Buse.

Others Present:

Mayor Wiza, Clerk Yenter, HR Manager Frasch, Assistant Chief Williams, Assistant Chief Gemza, C/T Ladick, Deputy C/T Peterson, Tax Specialist Pagel, Admin. Assistant Church, Director Kivela, Director Lemke, Attorney Beveridge, Director Beduhn, Ald. Christianson, Guthrie, Broderick, Kneebone, Shuda.

2. License List:

A. "Class B" Beer & Liquor License:

- 1. Elbow Room Bar at 1321 Second Street, Stevens Point for license period beginning February 18, 2025.**
- 2. Sister's Corner Store at 1221 Second Street, Stevens Point for license period beginning March 1, 2025.**

No concerns from law enforcement.

Ald. Steinmetz moved, Ald. Birr seconded, to approve the license list.

Call for the vote: ayes, all; nays, none; motion carried.

3. Request to Hold Event/Street Closing:

A. Downtown Easter Egg Hunt on April 19, 2025 (Recurring).

No concerns from law enforcement.

Ald. Birr moved, Ald. Steinmetz seconded, to approve the event.

Call for the vote: ayes, all; nays, none; motion carried.

4. Adjournment.

Adjourned at 6:02 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA

February 10, 2025 - 6:03 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 881 5145 0381 | Passcode: 175015

By Computer: [Zoom Link](#)

By Phone: +1-312-626-6799 (US Chicago)

MINUTES

Non-Action Items:

1. Roll Call.

PRESENT Ald. Christianson, Morrow, Shuda, Keymer and Broderick

EXCUSED Ald. .

ABSENT Ald. .

OTHERS PRESENT Alderpersons Kneebone, Lang, Birr, Steinmetz, Buse and Guthrie, C/T Ladick, Mayor Wiza, Clerk Yenter, Directors Kivela and Kremer, Asst Fire Chief Gemza, Asst Police Chief Williams, Deputy C/T Peterson, Tax Specialist Sue Pagel, Admin Asst Tricia Church, Judi Cumley, Cara Adams, Erica Adams and Jane Johnson

Discussion and Possible Action on:

2. Approval of agreement to lease a portion of the building at 1466 Water Street to One Big Tent Inc.

Ald Shuda moved, Ald. Morrow seconded, to approve the agreement to lease a portion of the building at 1466 Water Street to One Big Tent, Inc.

It was noted that part of the building was vacant for 10+ years and that this would be a big help to the homeless population. Members from One Big Tent explained their

organization.

Call for the vote: ayes, all; nays, none; motion carried.

3. Approval of setting lot prices for the Forest Creek Subdivision.

Ald. Morrow moved, Ald. Broderick seconded, to approve the lot prices for the Forest Creek Subdivision as presented with the understanding that the staff can adjust as needed due to the market and other considerations.

Call for the vote: ayes, all; nays, none; motion carried.

4. Approval of Claims Paid.

Ald. Keymer moved, Ald. Morrow seconded, to approve the claims as presented.

Call for the vote: ayes, all; nays, none; motion carried.

Closing Section:

5. Adjournment

Adjourned at 6:18 pm.

COMPTROLLER-TREASURER REPORT
for the period ending December 31, 2024

	Bal December 1, 2024	Receipts	Disbursements	Bal December 31, 2024
GENERAL OPERATING CASH	\$1,822,858.39	\$35,970,199.81	\$32,264,387.64	\$5,528,670.56
UTILITIES & TRANSPORTATION (Cash and Investments)	\$17,942,844.39	\$3,562,796.19	\$3,564,317.20	\$17,941,323.38

INVESTMENTS	Bal December 1, 2024	TRANSFER IN	TRANSFER OUT	Bal December 31, 2024
GENERAL	\$22,914,738.40	\$22,465,366.31	\$2,000,000.00	\$43,380,104.71
SPECIAL REVENUE	\$796,240.20	\$0.00	\$0.00	\$796,240.20
DEBT SERVICE	\$172,634.20	\$501,367.02	\$0.00	\$674,001.22
CAPITAL PROJECTS	\$2,220,197.65	\$1,533,266.67	\$0.00	\$3,753,464.32
INTERNAL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
TRUST	\$3,974,575.43	<u>\$0.00</u>	<u>\$0.00</u>	\$3,974,575.43
TOTALS	<u>\$30,078,385.88</u>	<u>\$24,500,000.00</u>	<u>\$2,000,000.00</u>	<u>\$52,578,385.88</u>

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	\$4,445,947	\$4,291,769	96.53%
POLICE	\$6,624,425	\$6,233,303	94.10%
FIRE	\$6,021,115	\$5,908,849	98.14%
PUBLIC WORKS	\$6,680,064	\$6,390,602	95.67%
PARK & REC	\$2,371,388	\$2,312,674	97.52%
CAPITAL PROJECTS	\$10,060,400	\$10,251,213	101.90%
DEBT SERVICE	\$8,832,068	\$9,071,062	102.71%
YTD TARGET	100.00%		

REVENUES:	BUDGET	YTD	%
GENERAL	\$28,438,303	\$26,980,057	94.87%

RESOLUTION

[UNADDRESSED PARCEL BOUNDED BY TEXAS AVENUE, JEFFERSON STREET & PINECREST AVENUE – REZONE FROM THE “B-4” COMMERCIAL DISTRICT TO THE “M-1” LIGHT INDUSTRIAL DISTRICT]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue (**Parcel ID 281240833101949**) and described as LOT 2 CSM#10205-45 -85 BNG PRT SENE;SUBJ TO ESMT IN 780/262 S33 T24 R8 780/261 780/262-7 ESMT 780/267-72 OPTION 628683 827985TERM;900222;900767, City of Stevens Point, Portage County, Wisconsin, is hereby granted a rezoning of the subject property from the “B-4” Commercial District to the “M-1” Light Industrial District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 3, 2025
Adopted: February 17, 2025

Drafted by: Adam Kuhn
Return to: City Clerk

Administrative Staff Report

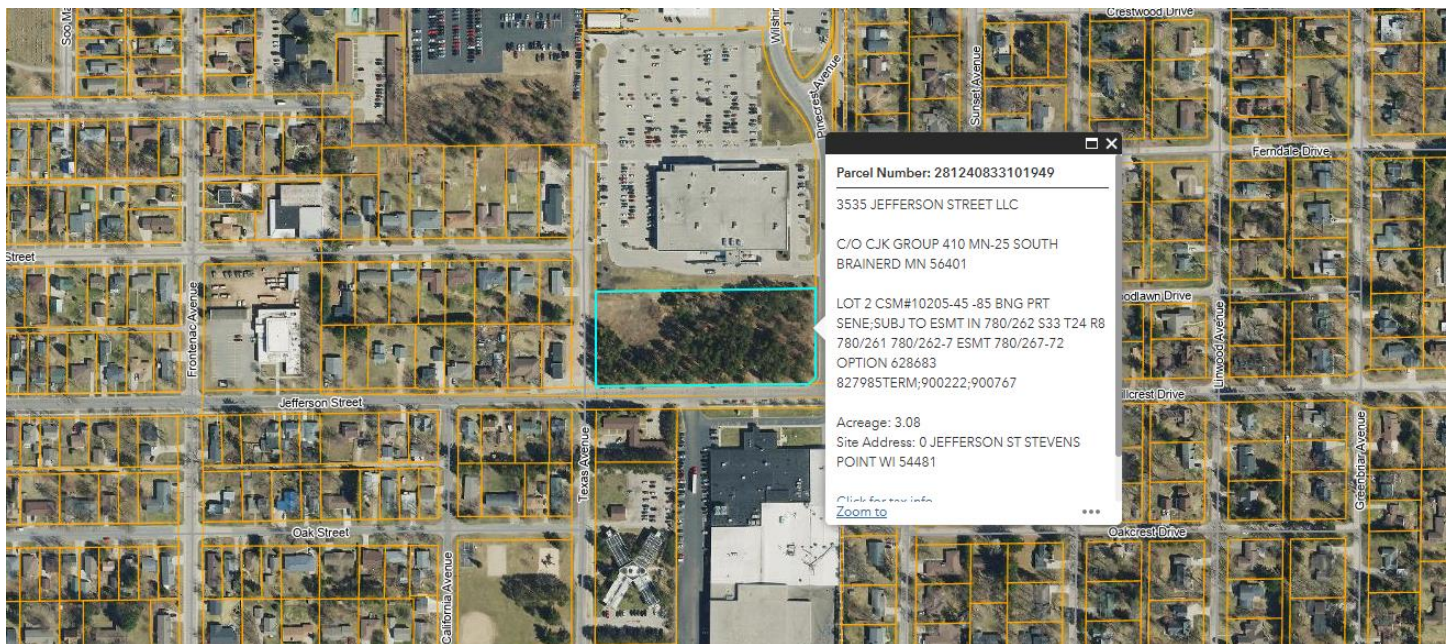
Rezone to “M-1” Light Industrial District
Unaddressed Parcel Bounded by Texas Avenue, Jefferson
Street & Pinecrest Avenue
February 3, 2025



**Department of Community
Development**

Applicant(s): - Brian McManus, representing 3535 Jefferson Street LLC Staff: - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240833101949 Zone(s): “B-4” Commercial District Master Plan: - Industry Council District: - District 8 Ald. Shuda Lot Information: - Frontage: 1,009.91 ft. - Depth: 240.09 ft. - Lot Size: 134,165 sq. ft. (3.08 ac.) Current Use: - Undeveloped	Request - Public Hearing and action on a request from Brian McManus, representing 3535 Jefferson Street LLC, to rezone an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue (Parcel ID 281240833101949) from the “B-4” Commercial District to the “M-1” Light Industrial District. Attachment(s) - Application - Plans Findings of Fact - Sheridan Worzalla is requesting to rezone an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue from the “B-4” Commercial District to the “M-1” Light Industrial District. - Sheridan Worzalla is seeking to move warehousing operations from their existing leased space in the Village of Plover to a new warehouse on the subject property. - A plan set has not been produced for the planned warehouse. At this time, there is not a set year for when the plan set would be submitted for City and State approvals. - Warehouses are a prohibited land use in the “B-4” Commercial District; however, it is permitted by right in the “M-1” Light Industrial District. - All rezoning requests must be approved by the City Plan Commission and the Common Council. Staff Recommendation Approve the request to rezone an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue (Parcel ID 281240833101949) from the “B-4” Commercial District to the “M-1” Light Industrial District.
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Vicinity Map



Background

Overview: The applicant is requesting to rezone an unaddressed parcel bounded by Texas Avenue, Jefferson Street, & Pinecrest Avenue from the “B-4” Commercial District to the “M-1” Light Industrial District. In 2003, the then-Worzalla Publishing Company purchased the subject property from Copps to facilitate a future expansion when conditions were warranted. Currently, all operations for Sherridan Worzalla are located at their main plant (3535 Jefferson Street) and additional warehousing needs occurring from a leased space in Plover.

Late last year, the applicant approached me with the request to rezone the subject property to a zoning district that would allow for warehousing operations. The future aspirations of Sherridan Worzalla are to relocate the leased warehousing operations from Plover to a new facility on the subject property. Please note that a plan set has not been produced for the planned warehouse. At this time, there is not a set year for when the plan set would be submitted for City and State approvals. The “B-4” Commercial District, the current zoning designation of the subject property, prohibits warehousing operations. The applicant is proposing to rezone the subject property to the “M-1” Light Industrial District, which would permit warehousing operations by right.

Standards of Review – Rezone

1. Minimum performance standards are met with the proposed district.

Analysis: Performance standards for the “M-1” Light Industrial District are identified below:

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE
All permitted uses	8,000 Sq. Ft. Lot area	80 ft.	50 ft. or 125 ft. If fire prevention system approved by Fire Dept.	10 ft. Each side yard and 20 ft. For side yards adjoining any "r" district	30 ft. In cases where a property is bounded by 2 or more public rights-of-way, the Common Council may, via Conditional Use Permit, reduce the street setback from the required 30 ft., but may not reduce the setback to less than 20 feet, and must maintain one street setback at 30 ft.	20 ft.	Per 23.01(14)	0
Cond. Uses	As set by the Plan Commission and Common Council							

Findings: The subject property is over 134,000 square feet in size and 544 feet in width, exceeding minimum lot size (8,000 square feet) and lot width (80 feet) requirements. With the subject parcel being undeveloped, the remaining performance standards identified above do not apply.

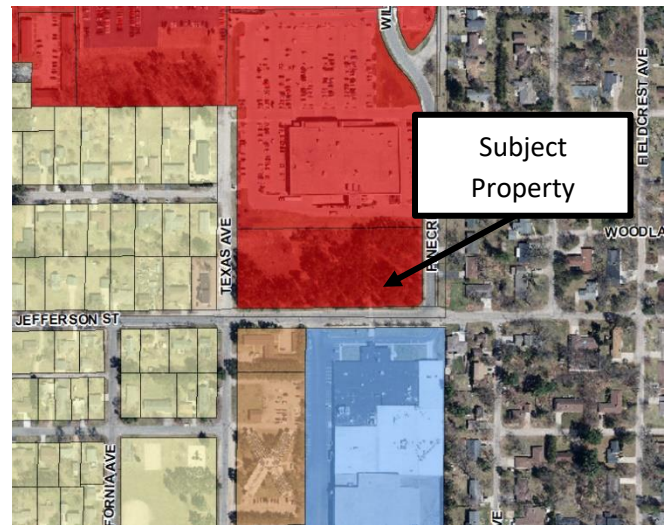
2. The change in zoning is consistent with the City's Comprehensive Plan.

Analysis: The City's Future Land Use Map identifies the subject property for industrial land uses.

Findings: The proposed zoning change to the "M-1" Light Industrial District would be consistent with the City's Comprehensive Plan. The intent of the "M-1" District is, in part, to "be located as a buffer between heavy manufacturing uses and commercial or high-density residential uses." It is my belief that rezoning the subject property to the "M-1" District would better meet the land use patterns in this area as identified within the aforementioned intent statement. Heavy manufacturing uses exist to the south of the subject property (i.e., Sherridan Worzalla), with commercial land uses existing to the north (i.e., Metro Market and a day care facility). Multi-family residential uses also exist to the south (i.e., 3401 Jefferson Street & 1901 Texas Avenue). With the proposed rezoning better aligning with the City's Future Land Use Map, while meeting the intent statement of the "M-1" Light Industrial District, I believe that this review standard is met.

3. The change in zoning will not create adjacent incompatible uses.

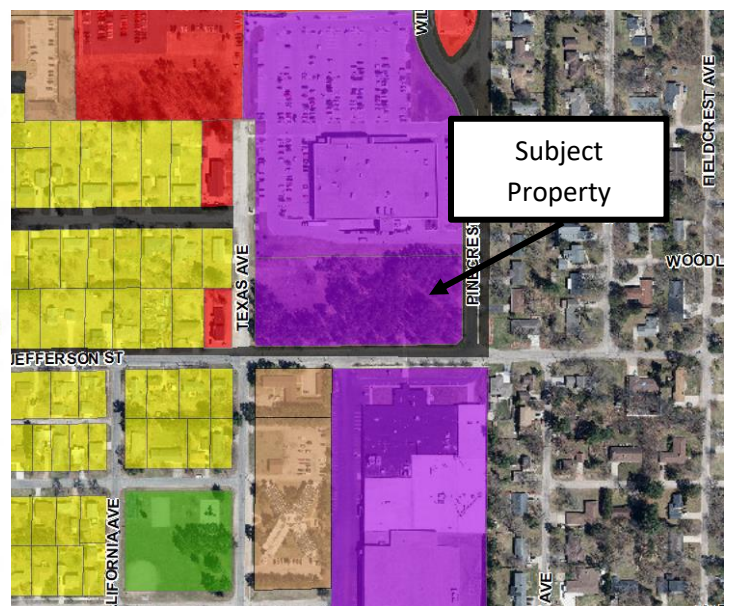
Analysis: The subject property is adjacent to industrial and multi-family uses to the south, commercial uses to the north, and single-family residential uses to the east (in the Village of Park Ridge) and west. The following provides the purpose statement of adjacent zoning classifications.



"R-2" Single Family Residential District

This district is intended to provide population density and used primarily for single family living, which is expected to accommodate the numerous residential developments already at the density of the R-2 District. This district also should accommodate housing not on City sewer.

Future Land Use



"R-4" Multiple Family I Residence District

This district is established to provide a medium density, mixed residential district intended to provide a transition between lower density detached housing areas and more intense non-residential land usage consistent with the City's Comprehensive Plan.

"B-4" Commercial District

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

"M-1" Light Industrial District

This district is established to provide for those manufacturing or other industrial uses having the least obnoxious nuisance effects and having a lower intensity of activity as compared with permitted uses of the "M-2" Heavy Industrial District. It is intended that the "M-1" district be located as a buffer between heavy manufacturing uses and commercial or high density residential uses or at other locations all consistent with the use planning principles, industrial location standards, and the City Comprehensive Plan and policies.

Findings: Given the intent of the above district and surrounding uses, a rezoning to the "M-1" Light Industrial District does not interfere with the existing land uses and future land use planning of the area. Staff believes that as the subject property is bounded by three streets, along with it being adjacent to an existing truck route, negative impacts on surrounding single-family residential uses should be mitigated. Please note any perceived negative impacts will also be addressed during the site plan review phase, once building and site plans are submitted to the City for review.



Truck Routes (Red)



City of Stevens Point
Community Development Department

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

APPLICATION FOR A ZONING MAP AMENDMENT - REZONING

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications If Any				Assigned Case Manager			
Pre-Application Conference Date							

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Worzalla Inc.	Contact Name	Brian McManus
Address	3535 Jefferson Street	Address	
City, State, Zip	Stevens Point	City, State, Zip	Stevens Point
Telephone	7152549712	Telephone	7152549712
Fax		Fax	
Email	brian.mcmanus@sheridan.com	Email	brian.mcmanus@sheridan.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Worzalla Inc	Owner's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone	7152549712	Telephone	
Fax		Fax	
Email	brian.mcmanus@sheridan.com	Email	

PROJECT SUMMARY

Subject Property Location [Please include Address and Assessor's Identification Number(s)]			
Parcel 1	Parcel 2	Parcel 3	
281-24-0833101949			
Legal Description of Subject Property			
LOT 2 CSM#10205-45 -85 BNG PRT SENE;SUBJ TO ESMT IN 780/262 S33 T24 R8 780/261 780/262-7 ESMT 780/267-72 OPTION 628683 827985TERM;900222;900767			
Area of Subject Property (Acres/Sq Ft)		Area of Requested Rezoning (Acres/Sq Ft)	
3 acres		3 acres	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
industry	undeveloped	warehouse	
Current Zone District		Proposed Zone District	
b4		m1	

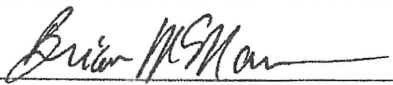
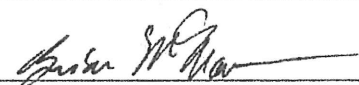
Reason for the zone change request			
Sheridan Worzalla owns the 3 acre parcel listed above. Currently it is zoned B4 commercial. Sheridan would like to have it zoned M1 light industrial. The reason for the request is to have the leeway to build a warehouse. Currently Sheridan Worzalla leases warehouse space in Plover, WI. to support our book manufacturing plant at 3535 Jefferson St..			
Land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)			
Sheridan would like to clear the hurdle of rezoning so that the we can be prepared to build a warehouse on the site to better improve efficiency and to have our warehousing space owned by the corporation.			
Current Zoning Surrounding Subject Property			
North:	B4	South:	M1
East:	Parkridge	West:	R2
Current Land Use Surrounding Subject Property			
North:	Commercial Retail	South:	Industrial
East:	Residential	West:	Residential
Is the proposed zoning map amendment consistent with the Comprehensive Plan? If so how?			
Base on the 2005 Comprehensive Plan page 167 land future land use map this 3 acre parcel falls under the industrial designation.			

EXHIBITS

Owner Information Sheet na	☐	Additional Exhibits if Any:
Letter to District Alderperson	☒	
Maps (viclnlty, zoning, floodplains, wetlands others as requested by staff)	☐	

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
	12/17/24		12/17/24

Brian McManus

From: Brian McManus
Sent: Tuesday, December 17, 2024 5:18 PM
To: district8@stevenspoint.com
Subject: Rezoning Request Sheridan Worzalla
Attachments: 2395_001.pdf

Dear District 8 Alder,

Sheridan Worzalla owns the 3 acre parcel ID: 281-24-0833101949. Currently it is zoned B4 commercial. Sheridan would like to have it zoned M1 light industrial. The reason for the request is to have the leeway to build a warehouse. Currently Sheridan Worzalla leases warehouse space in Plover, WI. to support our book manufacturing plant at 3535 Jefferson St.. just south across Jefferson St from the 3 acre parcel. Sheridan would like to clear the hurdle of rezoning so that we can be prepared to build a warehouse on the site to better improve efficiency and to have our warehousing space owned by the corporation.

Attached is a copy of the "Application for a Zoning Map Amendment" – Rezoning which I will be taking to the city.

Please feel free to call me with questions.

Brian McManus
Vice President Operations



Sheridan
3535 Jefferson St.
Stevens Point, WI 54481
Phone: 715-254-9712
Cell: 937-763-0133
Email: brian.mcmanus@sheridan.com
www.sheridan.com
www.cikgroup.com

Adam Kuhn

From: Scott Beduhn
Sent: Friday, January 24, 2025 7:53 AM
To: Adam Kuhn
Subject: RE: Worzalla Rezone - Traffic Impact?

Hi Adam,

Based upon the information provided and assuming the truck traffic occurs during a single 8 hour shift the typical day truck traffic would equate to less than 1 truck per hour and the peak would equate to approximately 2.5 trucks per hour (12 trucks in and 8 trucks out for a total of 20 trucks). In my opinion I do not believe the additional truck traffic would create adverse traffic concerns.

Please let me know if you should need anything else from me.

Thank you,

Scott



Scott Beduhn

Scott Beduhn, P.E.
Director of Public Works
Engineering Department

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

Phone: 715-346-1561
Direct: 715-346-1564
www.stevenspoint.com

From: Adam Kuhn <akuhn@stevenspoint.com>
Sent: Thursday, January 23, 2025 12:52 PM
To: Scott Beduhn <sbeduhn@stevenspoint.com>
Subject: Worzalla Rezone - Traffic Impact?

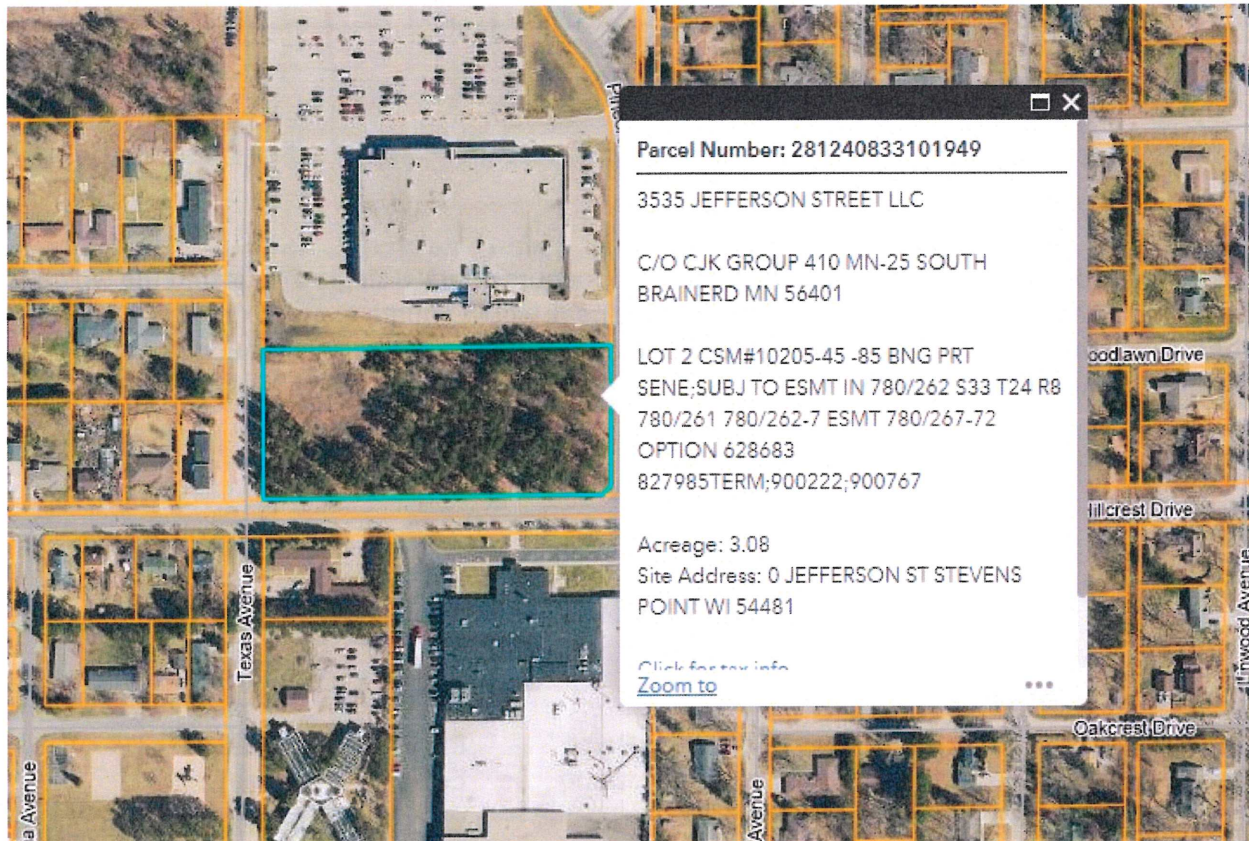
Hi Scott –

Worzalla is seeking to rezone the parcel identified below from the “B-4” Commercial District to the “M-1” Light Industrial District. This rezoning request is intended to facilitate a new warehouse building at some point in the future. Plans have not been submitted for this warehouse building, which is not required for this rezoning request. Once plans are submitted, we will proceed with the site plan review process.

I have been receiving calls from some Park Ridge residents about the traffic impact with having a warehouse building on this lot, particularly the ability for Pinecrest Avenue and Jefferson Street to support additional truck traffic. I did reach out to the applicant, and he has provided the following information:

“A max day for us would be 12 Trucks in, 8 trucks out in a day. This would be worst case. This is in our very heavy period late summer into September early October. We are normally running 25% or less of this volume. During the worst case: 25% of the 12 trucks in would be from the plant and 60% of the outbound would be coming to the plant.”

Can you please provide your thoughts on the expected traffic generation and the ability for the designated truck route to handle this traffic? Note that I am planning to include your response in the agenda packet so that the Plan Commission has it on file.



Best,

Adam Kuhn, AICP
Associate Planner/Zoning Administrator
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
akuhn@stevenspoint.com
(o) 715-342-4158

RESOLUTION

[AUTHORIZATION TO REWRITE THE STEVENS POINT ZONING ORDINANCE]

WHEREAS, the City of Stevens Point administers land use and development restrictions through a Zoning Ordinance to better protect the health, safety, and general welfare of its citizens; and

WHEREAS, the first Zoning Ordinance for the City was adopted in 1936; and

WHEREAS, amendments to the 1936 Zoning Ordinance took place in subsequent years, with the last major rewrite occurring in 1979; and

WHEREAS, the Stevens Point Common Council recognizes that significant nonconforming situations pertaining to lot standards, land uses and land improvements exist throughout the city, and that the only way to significantly reduce these nonconforming situations is to do a rewrite of the Zoning Ordinance; and

WHEREAS, rewriting the Stevens Point Zoning Ordinance is intended to be compliant with state and federal laws, increase efficiencies, and reflect modern development and land use practices; and

WHEREAS, rewriting the Stevens Point Zoning Ordinance will require minor amendments to the City's Sign Ordinance and Subdivision Ordinance to achieve consistency between the three documents; and

WHEREAS, public engagement will be critical to create a twenty-first-century zoning ordinance that reflects the will of its citizens.

NOW, THEREFORE, BE IT RESOLVED, that the City of Stevens Point Common Council hereby authorizes proper municipal officials to work towards a comprehensive rewrite of the Stevens Point Zoning Ordinance, working in conjunction with the City Plan Commission, residents and community stakeholders.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: February 3, 2025
Adopted: February 17, 2025

Drafted by: Adam Kuhn
Return to: City Clerk



MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: February 3, 2025

RE: Authorization to Rewrite the Stevens Point Zoning Ordinance

Background: As Commissioners likely know, the chief function of a municipal zoning ordinance is to provide land use and development standards for each parcel to better protect the health, safety and general welfare of the citizens that the ordinance governs. Allowed in Wis. Stats 62.23(7) and through the U.S. Supreme Court case *Village of Euclid v. Ambler Realty Company*, municipalities across Wisconsin have refined their zoning ordinances to reflect challenges plaguing a community and to achieve an orderly future development pattern. Included in this memorandum is the request and justification for authorizing City staff to rewrite the Stevens Point Zoning Ordinance.

Stevens Point Zoning Ordinance: The City's first Zoning Ordinance was adopted in 1936, which established the first five zoning districts and development standards for each district. As will be discussed at the February 3rd meeting, a considerable number ordinance provisions from this 1936 Ordinance is still outlined in our 2025 Ordinance (e.g., 25' street yard setback requirement for residential zoning districts). Comprehensive rewrites to the 1936 Ordinance took place over time, with the last rewrite occurring in 1979. Since 1979, only targeted amendments to the Zoning Ordinance took place.

Goals: While the Zoning Ordinance was last rewritten in 1979, the desire to rewrite the Ordinance has been identified in recent planning documents adopted by the Common Council. Some examples include the 2005 Comprehensive Plan, the Goerke Park-Washington Elementary School Neighborhood Plan, and the Housing Task Force Final Report.

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.

Should the Council authorization authorize this rewrite project, please note that there are no expectations that I have as to specific end products with a new ordinance. With that said, there are some goals with this project. Some goals include:

- Have the existing built environment be reflective in zoning regulations to reduce the amount of legal nonconforming situations. To be blunt, there are a considerable amount of nonconforming situations that exist – so much so that most parcels in the city have at least one nonconformity. Please see Exhibit A for examples of nonconforming situations that exist in random areas of the city.
- Reflect modern and anticipated development and land use practices.
- Be compliant with state and federal laws.
- Increase efficiencies and user-friendliness.
- Consider context-sensitive design standards.

Impact on Property Owners: Before discussing this proposed rewrite project in more detail, I'm sure that property owners reading this are wondering what impact a new zoning ordinance will have on them. The new Zoning Ordinance seeks to make most lots, land improvements and land uses be conforming with zoning laws. Property owners would not be impacted to perform repair and maintenance onto existing developments. A new Zoning Ordinance would impact new construction, building additions and land use changes. Property taxes will not be impacted by zoning changes. Property taxes are based, in part, on the use of a property and not its zoning designation.

Amending the Zoning Ordinance would also lead to revisions to the City's Zoning Map. As stated above, the objective is to ensure that each lot is zoned appropriately to a district that increases land use and improvement conformity. Most properties will be applied a zoning designation that, while might named differently, will be similar to its current zoning designation.

There is a potential for more zoning districts to be created as part of a new Zoning Ordinance. There are two reasons why increasing the number of zoning districts may be explored:

- 2017 Act 67 greatly diminishes a municipality's ability to deny a conditional use permit request, so long as there is objective evidence that any one permit review standard is not met. As a result, communities across Wisconsin have utilized the Zoning Map amendment process to have more review authority over proposed land uses. This would result in more zoning districts being created to accommodate different land uses instead of fewer zoning districts with more conditional uses.
- When larger development projects have been proposed over the last 20 years, such projects had to have been approved through the Planned Development process. This was due to developments not being able to be accommodated by standard zoning districts. Having many Planned Development Districts creates an administrative burden on City staff and is not flexible for future building and site improvements as they would require Council approval (e.g., Lineage Logistics had three amendments to the Planned Development District over the last five years, each requiring Plan Commission and Council approval).

Project Management: Careful consideration was had to have a Zoning Ordinance rewrite be handled by an outside firm and in-house by City staff. Ultimately, the recommendation is to administer this rewrite project in-house due to several reasons:

1. The project team needs to understand not only the details of the City's Zoning Ordinance, but also what has and has not been working. Under this proposal, I would serve as the project manager and Director Kivela will provide assistance as needed. No other members of the Community Development Department would assist with the rewrite project. As City staff are more in tune with the benefits and drawbacks of the current Zoning Ordinance, having the rewrite handled in-house will save time and money.
2. The cost to have an outside firm lead the rewrite project would be high. I have reviewed RFP's for about six Wisconsin municipalities who, in the last two years have requested services for their zoning ordinance rewrite. Based on Stevens Point's population and age of our Zoning Ordinance, the anticipated cost would be \$300,000. Simply put, the City does not have that much available funds within its Capital Budget.

Project Timeline: The estimated project timeline is below. Please note that this is subject to change.

- Spring – Winter 2025: Project kickoff & begin public engagement.
- Fall 2025: Existing code analysis & preliminary recommendations.
- Winter 2026 – Summer 2026: Draft code sections.
- Summer 2026 – Spring 2027: Review draft code & refinement.
- Spring 2027: Adoption.

Public Engagement: Public engagement is anticipated to begin in the Summer of 2025 by holding several kick-off meetings throughout Stevens Point. These kick-off meetings will likely be geared towards specific aldermanic districts. From Summer – Fall 2025, in-person and virtual meetings will occur with stakeholders representing targeted groups. These groups include, but are not limited to, realtors, floodplain/wetland experts, engineers, building contractors, etc. Additional engagement techniques are likely to include surveys, interactive workshops and mass emails to property owners who register with the project listserv and commission meetings.

Consistency with the Zoning Ordinance Rewrite and Other City Ordinances: While most City ordinances are not tied to the Zoning Ordinance, the Sign and Subdivision Ordinances are. As such, a rewrite of the Sign & Subdivision Ordinances will occur as well. Please note that I do not foresee significant changes to occur – rather, amendments will be done to achieve consistent with the new Zoning Ordinance (e.g., update zoning districts, achieve compliance with *Reed v. Town of Gilbert, Arizona*, etc.).

Role of the Plan Commission: The Plan Commission would serve as the advisory body to the Common Council for rewriting the Zoning Ordinance. While some discussions on the Zoning Ordinance rewrite can occur during the normally scheduled Plan Commission meeting, there will be times when the Plan Commission will need to meet twice a month. The second meeting during the month would focus solely on the Zoning Ordinance rewrite. Meeting twice a month will not happen each month – I expect such instances to occur in the beginning months of the project (during the visioning &

existing code analysis phase) and during the months focused on refining draft ordinance sections.

Please be prepared to discuss this authorization request at the February 3rd meeting. If you have any questions, please do not hesitate to contact me.

Exhibit A: Examples of Nonconforming Situations

Driveway Setback
Acc. Structure Side Setback

Side Setback

No Street Frontage

Driveway
Setback & Width

Lot Width
No Principal Structure

Lot Width
Side Setback
Acc. Structure Side Setback
Vision Triangle

Street Setback
Density
Fence Setback



Acc. Structure Side Setback
Driveway Setback

Principal Structure Size
Driveway Width

Acc. Structure Side &
Rear Setback

Rear Setback
Density



MEMORANDUM

To: Common Council

From: Jarod Kivela, Director of Community Development

Date: February 10, 2025

RE: BID Packet for Forest Creek

The Community Development Department has prepared a bid packet for the sale of 60 residential lots in the Forest Creek Subdivision. This packet provides prospective buyers with detailed information on the subdivision, available lots, pricing, and the bidding process. It includes a cover letter introducing the subdivision and bid process, a subdivision overview outlining location details, zoning, infrastructure, and amenities, as well as a lot pricing sheet with an accompanying map. Additionally, the packet contains a bid sheet for submitting offers, a summary of the bid process, and a list of potential purchase and development requirements, including the 24-month build and occupancy requirement.

The bid process will be open for a period of one month, during which interested buyers must submit their offers using the official bid sheet. Bidders may submit offers for one or multiple lots. Bidders are encouraged to provide both a first and second choice in case their preferred lot is unavailable. The City will review bids as they are received and evaluate offers based on what is most advantageous for the community. Selection criteria may include offer price, impact to existing housing stock, and intended use of the property.

Following the review period, successful bidders will be notified and provided with a pre-completed Offer to Purchase. Bidders will have 72 hours to complete and return the signed agreement. The City will draft all necessary deeds and finalize the purchase process. To ensure timely development of the subdivision, all purchased lots must be built upon and receive final occupancy within 24-36 months of the purchase date.

Request: Approval to circulate the BID packet for the Forest Creek Subdivision, accept bids, and sell the lots (in accordance with the lot pricing, and flexibility, outlined in the lot pricing agenda item from Finance Committee).

www.stevenspoint.com

Open Records Information: 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.



February 12, 2025

RE: Invitation for Bids – Forest Creek Lot Sales

We are pleased to invite you to submit a bid for the purchase of available lots in Forest Creek Subdivision, a newly developed community located in Stevens Point, Wisconsin. This subdivision offers a variety of lot sizes, modern infrastructure, and a prime location that balances a rural feel with convenience, making it an excellent opportunity for residents looking to upgrade or build new as well as individuals looking to move to Stevens Point.

Enclosed in this bid packet, you will find detailed information about the available lots, pricing, infrastructure, and the bidding process. Key details include:

- Available Lots & Pricing
- Subdivision Covenants, Features & Amenities
- Bidding & Submission Requirements
- Closing & Payment Terms

To be considered, all bids must be submitted by March 14th, 2025. Please review the enclosed materials carefully and ensure your submission includes all required documents. If you have any questions or would like to schedule a site visit, feel free to contact us at (715) 346-1567.

We look forward to your participation and the opportunity to work with you.

Sincerely,

City of Stevens Point

www.stevenspoint.com

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Subdivision Overview – Forest Creek Subdivision

Location & Accessibility

Forest Creek Subdivision is a newly developed residential community located off Brilowski Road in Stevens Point, Wisconsin. Nestled in a peaceful rural setting, the subdivision offers a balance of privacy and convenience, with easy access to major roadways and urban amenities.

Key Location Highlights:

- **Minutes from Downtown Stevens Point** – Quick access to dining, entertainment, and businesses via Hwy 10 West.
- **Easy Highway Access** – Convenient routes to Wausau (I-39 North), Madison (I-39 South), and the Fox Valley (Hwy 10 East).
- **Nearby Schools & Shopping** – Walking distance to Bannach Elementary School, shopping, essential services, restaurants, and grocery stores.
- **Recreation & Outdoor Activities** – Close proximity to hockey and soccer facilities, parks, trails, and natural areas for year-round enjoyment.

Subdivision Details

Forest Creek Subdivision consists of 60 residential lots, offering a range of lot sizes to accommodate different home designs and buyer preferences. Each lot is residential use, with modern infrastructure designed to support a thriving neighborhood.

Lot Features & Layout:

- **Total Lots:** 60
- **Lot Sizes:** 0.116 acres – 0.6 acres
- **Zoning:** R3 - Single and Two Family Residential
- **Residential Uses Allowed:** Single-Family Dwellings, Two Family Dwellings, and Single-Family Zero Lot Line Dwellings
- **Topography:** Mostly level with natural green and wooded spaces

Infrastructure & Utilities

The subdivision is fully equipped with modern infrastructure to support residential development.

- **Roads & Access** – Newly constructed roads with street lighting.
- **Water & Sewer** – Municipal water and sewer services available.

- **Electric & Gas** – Provided by Wisconsin Public Service.
- **High-Speed Internet & Cable** – Service available through local providers (ie. TDS, Charter, AT&T, etc.)

Community Features & Development Vision

Forest Creek Subdivision is designed to provide a high-quality residential environment with a focus on modern living, natural beauty, and accessibility. The community layout prioritizes safe, walkable streets, a rural feel, and easy access to recreational facilities.

Future homeowners will benefit from:

- Peaceful, residential atmosphere with minimal through traffic.
- Proximity to top-rated schools and essential services.
- Opportunities for custom homebuilding.

Useful Links:

[Stevens Point Area School District – School Details](#)

[City of Stevens Point Parks – Park Details and Information](#)

[City of Stevens Point Maps – Aldermanic District Map, Garbage Collection, Zoning](#)

[City of Stevens Point Zoning Code](#)

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

Certified _____, 20____

Department of Administration

FOREST CREEK SUBDIVISION

A SUBDIVISION PLAT OF FOREST CREEK SUBDIVISION, BEING ALL OF LOT 2 OF CERTIFIED SURVEY MAP #4939-17-194, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 AND IN THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF OUT LOT 1 OF CERTIFIED SURVEY MAP #011720, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, ALL IN SECTION 26, TOWNSHIP 24 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

UTILITY EASEMENTS
NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF s. 236.32 OF THE REVISED WISCONSIN STATUTES. UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE OR PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREA.

THE UTILITY EASEMENTS INCLUDE THE RIGHT OF THE UTILITY TO TRIM OR REMOVE ANY OR ALL TREES WITHIN THE EASEMENT WHICH WOULD INTERFERE WITH THE CONSTRUCTION OR MAINTENANCE OF THE UTILITY.

UTILITY EASEMENT NOTES
TYPICAL 12' UTILITY EASEMENT. SIDES OF EASEMENT ARE PARALLEL TO ROW LINES AND THEY SHALL LENGTHEN OR SHORTEN TO PROVIDE CONTINUITY. NOT TO SCALE

12' EASEMENT LINE
ROW LINE

DRAINAGE EASEMENT NOTES
TYPICAL DRAINAGE EASEMENT WIDTH AS NOTED. SIDES OF EASEMENT ARE PARALLEL TO LOT LINES AND THEY SHALL LENGTHEN OR SHORTEN TO PROVIDE CONTINUITY. NOT TO SCALE

5' 10' LOT LINE 20' 10'

BIKE/PEDESTRIAN EASEMENT
15' WIDE EASEMENT FOR BIKE/PEDESTRIAN USE ALONG SOUTHERLY SIDE OF OUT LOT 1 AND OUT LOT 2, AND EAST SIDE OF LOT 24 AND LOT 25. SIDES OF EASEMENT ARE PARALLEL TO LOT LINES AND THEY SHALL LENGTHEN OR SHORTEN TO PROVIDE CONTINUITY.

LOT SIZE

LOT #	SQ. FT.	ACRES
27	5,040	0.116
28	5,040	0.116
29	5,040	0.116
30	5,040	0.116

DEVELOPER/OWNER:
CITY OF STEVENS POINT
1515 STRONGS AVENUE
STEVENS POINT, WI 54481

BASE FOR BEARING
BEARINGS REFERENCED TO THE EAST LINE OF THE SE1/4 OF SECTION 26, T24N, R8E, HAVING A GRID BEARING OF N 0°13'43" W, PER THE WISCONSIN COUNTY COORDINATE SYSTEM, PORTAGE COUNTY, NAD83(2011).



SURVEYOR'S CERTIFICATE

I, AARON PARKS, PROFESSIONAL LAND SURVEYOR S-2861, DO HEREBY CERTIFY THAT UNDER THE DIRECTION OF MIKE WIZA, MAYOR OF THE CITY OF STEVENS POINT, I HAVE SURVEYED, DIVIDED, AND MAPPED FOREST CREEK SUBDIVISION, BEING ALL OF LOT 2 OF CERTIFIED SURVEY MAP #4939-17-194, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 AND IN THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF OUT LOT 1 OF CERTIFIED SURVEY MAP #011720, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, ALL IN SECTION 26, T24N, R8E, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

THAT SUCH PLAT IS A CORRECT REPRESENTATION OF ALL OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES AND THE PROVISIONS OF THE SUBDIVISION ORDINANCE OF THE CITY OF STEVENS POINT, WISCONSIN, IN SURVEYING, DIVIDING AND MAPPING THE SAME.

DATED THIS 28TH DAY OF MAY, 2024.

AARON PARKS
PROFESSIONAL LAND SURVEYOR S-2861

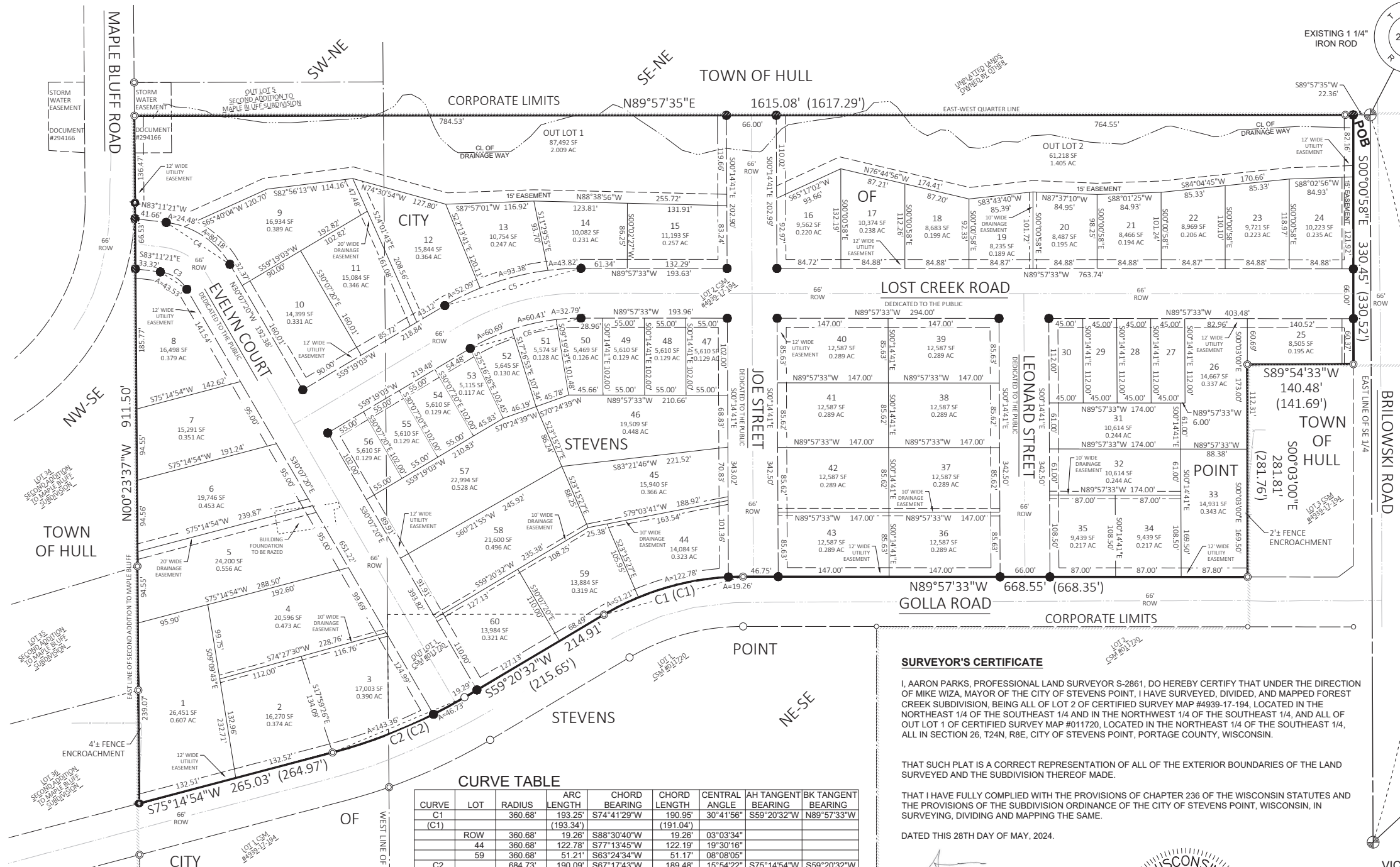


PREPARED BY:
AARON PARKS, PLS #2861
GREMMER & ASSOCIATES, INC.
120 WILSHIRE BLVD. NORTH
STEVENS POINT, WI 54481
PHONE (715) 941-4363



CURVE TABLE

CURVE	LOT	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	CENTRAL ANGLE	AH TANGENT BEARING	BK TANGENT BEARING
C1	360.68'	193.25'	S74°41'29"W	190.95'	30°41'56"	S59°20'32"W	N89°57'33"W	
(C1)		(193.34')		(191.04')				
ROW	360.68'	193.25'	S88°30'40"W	19.26'	03°03'34"			
44	360.68'	122.78'	S77°13'45"W	122.19'	19°30'16"			
59	360.68'	51.21'	S83°24'34"W	51.17'	08°08'05"			
C2	684.73'	190.09'	S67°17'43"W	189.48'	15°54'22"	S75°14'54"W	S59°20'32"W	
(C2)		(189.58')		(188.98')				
ROW	684.73'	46.73'	S61°17'51"W	46.73'	03°54'38"			
3	684.73'	143.36'	S69°15'02"W	143.09'	11°59'44"			
C3	47.00'	43.53'	S56°39'20"E	41.99'	53°04'01"	S30°07'20"E	S83°11'21"E	
C4	113.00'	104.66'	N56°39'20"W	100.96'	53°04'01"	N83°11'21"W	N30°07'20"W	
9	113.00'	80.18'	N50°27'00"W	78.51'	40°39'20"			
OL 1	113.00'	24.48'	N76°59'00"W	24.43'	12°24'41"			
C5	353.00'	189.29'	S74°40'45"W	187.03'	30°43'24"	S59°19'03"W	N89°57'33"W	
14	353.00'	43.82'	S86°29'06"W	43.79'	07°06'42"			
13	353.00'	93.38'	S75°21'02"W	93.11'	15°09'26"			
12	353.00'	52.09'	S63°32'41"W	52.04'	08°27'16"			
C6	287.00'	153.90'	S74°40'45"W	152.06'	30°43'24"	S59°19'03"W	N89°57'33"W	
50	287.00'	32.79'	S86°46'03"W	32.77'	06°32'47"			
51	287.00'	60.41'	S77°27'51"W	60.30'	12°03'38"			
52	287.00'	60.69'	S65°22'33"W	60.58'	12°06'59"			



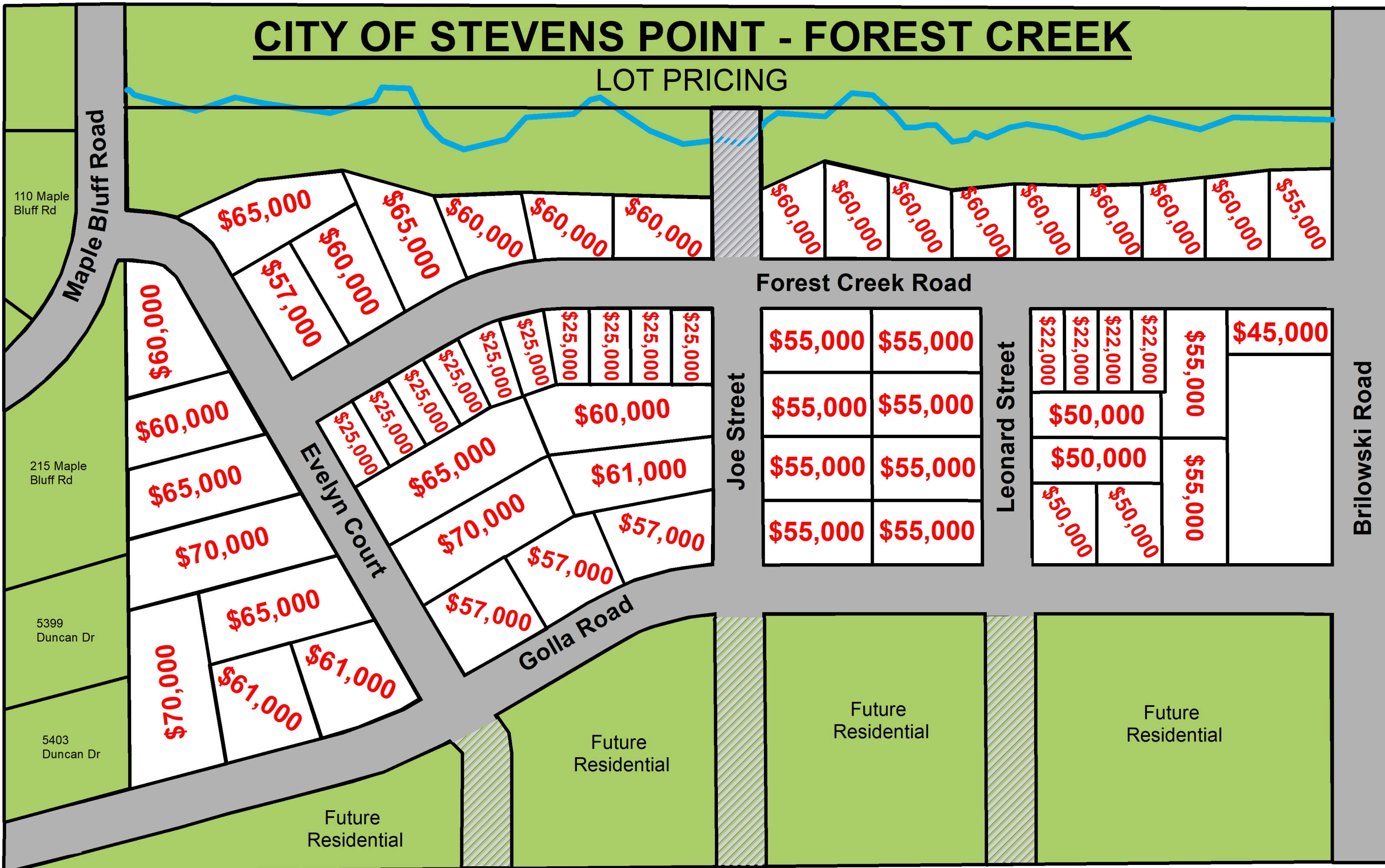
- LEGEND**
- ⊕ FOUND GOVERNMENT MONUMENT AS NOTED
 - EXISTING 3/4" REBAR
 - EXISTING 1 1/4" REBAR
 - ⊙ EXISTING 1 1/4" O.D. IRON PIPE
 - ⊙ EXISTING 2 1/4" O.D. IRON PIPE
 - SET 1 1/4" X 18" REBAR, WEIGHING 4.30 LBS/LIN FT
 - ALL OTHER LOT CORNERS SET WITH A 1 1/4" OD X 18" IRON PIPE WEIGHING 1.68 LBS/LIN FT
 - () RECORDED DISTANCE FROM PREVIOUS INSTRUMENT

LOT NUMBER	LAND SIZE (AC)	LOT SIZE (SQ FT)	LOT PRICE
1	0.607	26451	\$70,000
2	0.374	16270	\$61,000
3	0.39	17003	\$61,000
4	0.473	20596	\$65,000
5	0.556	24200	\$70,000
6	0.453	19746	\$65,000
7	0.351	15291	\$60,000
8	0.379	16498	\$60,000
9	0.389	16934	\$65,000
10	0.331	14399	\$57,000
11	0.346	15084	\$60,000
12	0.364	15844	\$65,000
13	0.247	10754	\$60,000
14	0.231	10082	\$60,000
15	0.257	11193	\$60,000
16	0.22	9562	\$60,000
17	0.238	10374	\$60,000
18	0.199	8683	\$60,000
19	0.189	8235	\$60,000
20	0.195	8487	\$60,000
21	1.94	8466	\$60,000
22	0.206	8969	\$60,000
23	0.223	9721	\$60,000
24	0.235	10223	\$55,000
25	0.195	8505	\$45,000
26	0.337	14667	\$55,000
27	0.116	5040	\$22,000
28	0.116	5040	\$22,000
29	0.116	5040	\$22,000
30	0.116	5040	\$22,000
31	0.244	10614	\$50,000
32	0.244	10614	\$50,000
33	0.343	14931	\$55,000
34	0.217	9439	\$50,000

35	0.217	9439	\$50,000
36	0.289	12587	\$55,000
37	0.289	12587	\$55,000
38	0.289	12587	\$55,000
39	0.289	12587	\$55,000
40	0.289	12587	\$55,000
41	0.289	12587	\$55,000
42	0.289	12587	\$55,000
43	0.289	12587	\$55,000
44	0.323	14084	\$57,000
45	0.366	15940	\$61,000
46	0.448	19509	\$60,000
47	0.129	5610	\$25,000
48	0.129	5610	\$25,000
49	0.129	5610	\$25,000
50	0.126	5469	\$25,000
51	0.128	5574	\$25,000
52	0.13	5645	\$25,000
53	0.117	5115	\$25,000
54	0.129	5610	\$25,000
55	0.129	5610	\$25,000
56	0.129	5610	\$25,000
57	0.528	22994	\$65,000
58	0.496	21600	\$70,000
59	0.319	13884	\$57,000
60	0.321	13984	\$57,000

CITY OF STEVENS POINT - FOREST CREEK

LOT PRICING



"R-3" Single and Two Family Residence District

- 1) Intent. This district is established to provide for both single family residences and two family residences intended particularly to act as a transition district between lower intensity uses such as permitted in "C", "R-1" and "R-2" districts and higher intensity districts, consistent with the City's Comprehensive Plan. This district is intended to be provided for all lands where sewer and water is or will be required.
- 2) Permitted Uses.
 - a) Permitted uses in "R-2" District
 - b) Two family dwellings
 - c) Accessory uses
 - d) Filling of property
 - e) Single family zero lot line dwellings provided that the building to be divided is constructed as one building with one common wall and that the minimum lot size of each lot to be created shall meet the minimum lots size standards for zero lot dwellings and that the lots shall be created by certified survey.
- 3) Conditional Uses.
 - a) Conditional uses in "R-2" District
 - b) Governmental administrative facilities as municipal halls.
 - c) Museums
 - d) Accessory uses
 - e) Industrial pipelines
 - f) Single family zero lot line dwellings which do not share a common wall.
 - g) Single Family zero lot line dwellings - existing buildings which were originally built as a duplex building and which share one common wall and which have less than the minimum lot size requirements contained in this ordinance - Lot Size and Density, Lot Width, Side Yard, and Rear Yard to be determined by Common Council at time of request.
 - h) Bed & Breakfast Establishments/Maximum of four rooms/one family per room.
 - i) Dance Studio
 - j) Hospitals and Accessory Uses
 - k) Rest Homes

4) Minimum Performance Standards for the "R-3" District

- b) Sideyard setbacks for zero lot line developments (Conditional Use 3,F). The sideyard setback may be zero (0) for a single family unit on one side of the lot provided that the lot abutting the zero (0) sideyard setback is held under the same ownership at the time of initial building construction.

When the zero (0) foot setback provision is utilized, the setback must be zero. Setbacks greater than 0 feet and less than 12 feet are not permitted.

The opposite (to the zero setback) sideyard setback shall be a minimum of 12 feet.

Any sideyard setback abutting a lot under different ownership shall be a minimum of 12 feet.

The Plan Commission and Common Council reserve right to attach any additional conditions to zero lot line development as authorized under Sec. 23.01(16)3. Of the Zoning Ordinance.

“R-3” SINGLE AND TWO FAMILY RESIDENCE DISTRICT:

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE	MIN. BLDG. WIDTH
Permitted Uses	1 family/lot 1 unit/lot, provided lot is 4,000 sq. ft.	45 ft.	Not over 35 ft. Nor over 2 ½ stories	Minimum of 7 ½' on each side for buildings not over 2 ½ stories	25 ft. On corner lots with 50' of frontage and less, street setback 25' and 20'	Not less than 20% of lot depth, but not less than 15 ft. And need not exceed 30 ft.	Per 23.01(14)`	900 sq. Ft.	18 ft.
Single Family Dwellings									
Two Family Dwellings	2 attached units per lot								
Zero Lot Line - Common wall	provided lot is 8,000 sq. ft. 1 family/lot 1 unit/lot provided lot is 4,000 sq. ft.								
All other permitted uses	5,000 sq. Ft.		35 ft.	15 ft.		30 ft.		0	

Conditional Uses:									
Single Family Zero Lot Line Dwellings	1 family/lot 1 unit/lot provided lot is 4,000 sq. ft.	45 ft	Not over 35 ft. Nor over 2 ½ stories	Per. 23.02(e)4.a .		Not less than 20% of lot depth, but not less than 15 ft. And need not exceed 30 ft.			
All other conditional uses	As set by Plan Commission and City Council								

The Common Council may establish setback requirements for schools, churches, community and senior centers, and hospitals, less than the zoning district requirements. The Common Council may establish the setback based upon functional design of the proposed building setback of neighboring properties, impact on neighborhood open space, future road requirements, alternative structural designs, building facade, public input, as well as other factors. The school, church, community or senior center, and hospital setback is carried forward to higher zoning districts.

Bid Process for Forest Creek Subdivision Lots

1. Bid Period & Submission

- The City will open all 60 lots for bidding for a period of one month (from *February 18th, 2025 to March 18th, 2025*).
- Interested parties must submit their bids using the attached Bid Sheet within this timeframe.
- Serious inquiries only—bidders may submit offers for one or multiple lots.
- Applicants are encouraged to submit both a first and second choice in case their preferred lot(s) is unavailable. If multiple first choice lots are provided, the City will assume the applicant is interested in buying multiple lots.

2. Bid Review & Evaluation

- The City will review bids on a rolling basis as they are received within the month period.
- Offers will be evaluated based on what is most advantageous to the City, which may include:
 - Impact to current housing stock within the City.
 - Offer price.
 - Intended use of the property (ie. single-family, two-family, zero lot line single-family, rental vs owner occupied, etc.)
 - Addition of contingencies to offers (offers without will be prioritized).
- The City reserves the right to accept or reject offers based on these criteria (list is not all inclusive).

3. Purchase & Development Requirements

- All purchased lots must be developed, built upon, and receive final occupancy within 24 months of the purchase date. Failure to meet this requirement may result in forfeiture or penalties as determined by the City and outlined within the offer to purchase and/or deed restriction. The City of Stevens Point Chief Building Official and Community Development Director may grant up to a 6-month extension when applicable.
- All lots are intended to be residential in nature, including home occupations. All commercial uses are prohibited.
- No second hand or used building shall be permitted.
- Trees and forested areas shall be preserved to the extent possible.
- Vacant lots can not be resold or transferred.

- Construction debris shall be removed within 9 months of the commencement of construction.
- Driveways and landscaping shall be completed within 18 months of the commencement of construction.

Requirements may vary by lot and purchaser. Applicable requirements will be written into each offer to purchase and added to the property as a deed restriction

4. Offer to Purchase & Finalization

- After March 19th, 2025, the City will notify successful bidders and provide a pre-completed Offer to Purchase/Purchase Agreement.
- Applicants will have 72 hours from notification to complete and return the Offer to Purchase to the City. 5% earnest money (or a minimum of \$2,000) for each lot shall be required to accompany a completed offer.

5. Closing & Ownership Transfer

- Once the Offer to Purchase is signed and approved, the closing process will proceed according to City requirements.
- Deeds will be transferred, and ownership will officially pass to the buyer upon closing.

For any questions regarding the bid process, please contact Jarod Kivela at jkivela@stevenspoint.com or 715-346-1567.

Forest Creek Subdivision – Bid Sheet

City of Stevens Point

Bid Submission Deadline: March 18th, 2025

Bidder Information

Name(s): _____
Mailing Address: _____
City, State, ZIP: _____
Phone Number: _____
Email Address: _____

Lot Selection

Please indicate the lot(s) you are interested in purchasing. If bidding on a **single lot**, we encourage you to provide a first and second choice (more space provided on next page).

Lot Number	Bid Amount (\$)	First Choice (✓)	Second Choice (✓)
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐

Intended Use

Describe the intended use of the property (e.g., personal residence, rental property, resale, etc.):

Additional Considerations

The City will review bids based on what is most advantageous for the community. Please check any that apply:

- ☐ I currently own a home in the City of Stevens Point.
- ☐ I plan to be an owner-occupant of the property.
- ☐ My project will be a primary residence for a first-time homebuyer.
- ☐ Other considerations (please explain):

Bidder Acknowledgment

By signing below, I acknowledge and understand that:

- 1. All lots purchased must be developed, built upon, and receive final occupancy within 24 months of purchase.
- 2. The City reserves the right to accept or reject bids based on its best interests.
- 3. If my bid is accepted, I will be required to complete and return the Offer to Purchase within 72 hours of notification.
- 4. The City will draft all deeds and facilitate the closing process.

Bidder Signature(s):

_____ Date: _____

_____ Date: _____

Submission Instructions

- Completed bid sheets must be submitted by: March 18th, 2025
- Submit via: jkivela@stevenspoint.com or Deliver to: 1515 Strongs Ave, Stevens Point Wisconsin; ATTN: Community Development
- For questions, contact Jarod Kivela at jkivela@stevenspoint.com or 715-346-1567.

ADDITIONAL LOT BIDS

Lot Number	Bid Amount (\$)	First Choice (✓)	Second Choice (✓)
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐

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

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That subsection 21 of Section 9.12(q)(l) of the Revised Municipal Code, **Bicycle Ways** is hereby **created** to read as follows:

9.12(q)(l) 21. The path on the east side of Badger Avenue from E.M. Copps Drive to County Road HH.

SECTION II: That subsection r of Section 9.05(aa)3 of the Revised Municipal Code, **Permit Parking** is hereby **amended** to read as follows:

9.05(aa)3 r. Thirty-eight (38) permit parking spaces within the first isle west of First Street of Municipal Parking Lot No. 2. Permit Parking is to be enforced from August 25 through May 24.

SECTION III: These Ordinance changes shall take effect upon passage and publication.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: February 4, 2025
Approved: February 17, 2025
Published: February 27, 2025