



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:	May 5, 2025 6:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 823 8954 4274
			Passcode: 195045
			<u>By Computer:</u>
			https://us02web.zoom.us/j/82389544274?pwd=nwdR8DflQlCM5ehUJ3Gj
			<u>By Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Meeting called to order at 6:00PM.

Members Present: Mayor Wiza, Alder Kneebone, Commissioners Arntsen, Miskowiak, Rice, Schuler

Members Excused: Commissioner Beacom

Discussion and Possible Action on:

2. Report of the April 7, 2025 meeting of the City Plan Commission.

- Background: Report of the April 7, 2025 meeting of the City Plan Commission is included in the agenda packet.
- Motion: Kneebone moves approval of the report.
- Second: Arntsen seconds the motion.

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.

- Discussion: Schuler comments on item 7 that Beacom's motion to approve include "per staff recommendations." The motion is now to approve the report as amended.
 - Vote: Unanimous approval.
3. Public Hearing and action on a request from Charles Koch, representing Koch-Taub Joint Revocable Trust, for a conditional use permit to construct a detached garage with a reduced rear yard setback at 1665 Main Street (Parcel ID 281240832102017), consistent with Ch. 23.02(1)(h)(3).
- Background: Associate Planner Kuhn presents background information regarding the request and the property. Staff recommendation is to approve the conditional use permit as presented.
 - Rice questions the set back of the neighboring garage.
 - Kuhn answers that there is no minimum separation from detached garages on adjacent lots.
 - Public hearing: no public comments.
 - Arntsen questions if the width of the garage could be reduced. Kuhn answers that reducing the width would prohibit the intended use of a two-stall garage.
 - Motion: Kneebone moves approval of the conditional use permit to construct the detached garage with staff recommendations.
 - Second: Schuler seconds the motion.
 - Discussion: No further discussion.
 - Vote: Unanimous approval.
4. Public Hearing and action on a request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point. Said request establishes Starling Court as a planned future public street within an unaddressed parcel bounded by Hoover Road and Heffron Street (Parcel ID 281230803140102).
- Background: Wiza presents background regarding the naming request. Kuhn adds details regarding the Official Street Map, and the need to bring forward the official right of way dedication at a future meeting.
 - Public Hearing:
 - Tom Forester, 2933 Dunegan Drive, asks if there is a timeline for construction of the road, if there is a difference between a private road compared to a public road, and if the road will be constructed piece by piece.
 - Schuler asks when the road will be transferred from private road to public right of way. Kuhn answers.
 - Kneebone comments on the naming of the road.
 - Motion: Arnsten moves to approve the request per staff recommendations.
 - Second: Miskowiak seconds the motion.
 - Discussion: None.
 - Vote: Unanimous approval.
5. Public Hearing and action on a request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point. Said request extends Evelyn Court and Joe Street as a planned future public street within an unaddressed parcel bounded by Golla Road, Brilowski Road & Regent Street (Parcel ID 281240826400563).

- Background: Kuhn summarizes the Forest Creek subdivision project, recent annexations, and the process to dedicate the future right of ways to connect the new subdivision to the City.
 - Public Hearing:
 - John Houtman, 506 Leonard Street, asks about the use of the land outlined in the presentation.
 - Rice asks if there are any concerns about the shape of future parcels based on the future right of ways.
 - Kuhn and Director Kivela respond to the question, answering that there is no concern from City staff..
 - Motion: Schuler moves approval of the official street map amendment as presented.
 - Second: Rice seconds.
 - Discussion: Schuler makes a clarifying point about the right of way dedications for Evelyn Court and Joe Street north of the presented amendment not being present on the official street map.
 - Vote: Unanimous approval.
6. A request from Susan Crawford and Stephen Klein for a fence waiver to install twelve-foot-tall privacy fencing along the rear lot line of the property located at 221 Union Street (Parcel ID 281240829300109), 237 Union Street (Parcel ID 281240829300110) & 301 Union Street (Parcel ID 281240829300111), consistent with Ch. 23.01(16)(g).
- Background: Kuhn presents background information regarding the request to install the privacy fence and the existing height limit by ordinance. Staff recommendation is to approve the request as presented.
 - Schuler comments on the review process and believes there is a good reason to approve the decision.
 - Motion: Schuler moves to approve the request as presented.
 - Second: Miskowiak seconds the motion.
 - Discussion: Kneebone commends the staff review.
 - Vote: Unanimous approval.
7. A request from Jason Nguyen & Kirsten Miller to annex the property located at 1213 Torun Road (Parcel ID 020240814-11.06) from the Town of Hull to the City of Stevens Point.
- Background: Kuhn presents background information regarding the subject property and the request. The request is in line with the City's comprehensive plan and meets requirements. The Department of Administration is currently reviewing the request. Staff recommendation is to approve the request.
 - Arntsen asks if the parcel would need to be annexed, and it would need to be annexed to be developed.
 - Motion: Arntsen moves approval of the annexation request as presented.
 - Second: Kneebone seconds the motion.
 - Discussion: Alder Shuda, District 8, comments to support staff recommendation.
 - Vote: Unanimous approval.

8. A request from the City of Stevens Point to enter into a land swap agreement with Portage County.
 - Background: Wiza presents background information regarding the request and the process for executing the land swap through public commissions.
 - County Executive Pavelski comments on the County's request of the City to vacate the building and expand County services in the County Courthouse.
 - Andrea Olson, 410 Franklin Street, asks about the level of details the commission has been made aware of to make the decision on this request.
 - Wiza responds to Andrea Olson's comments.
 - Arntsen asks about the County's plans to relocate the jail and law enforcement center to Plover, and retaining the courthouse in downtown Stevens Point.
 - Wiza responds.
 - Motion: Arntsen moves to approve the request.
 - Second: Schuler seconds the motion.
 - Discussion: No further discussion.
 - Vote: Unanimous approval.
9. A request authorizing the City of Stevens Point to sign a petition for a special meeting of the Portage County Business Park Owners' Association for the following purposes:
 - To consider and vote upon an amendment to the Portage County Business Park Deed Restrictions and Protective Covenants.
 - To consider and vote upon a resolution adopting a plan of dissolution and liquidation of the Portage County Business Park Owners' Association.
 - Background: Wiza and Kuhn present background information about the transition phase of transferring the Portage County Business Park from Portage County to the Owners' Association and then Portage County Business Park Business Improvement District.
 - Motion: Schuler moves to approve the request.
 - Second: Rice seconds the motion.
 - Discussion: Schuler comments that speed is important to support the business park.
 - Vote: Unanimous approval.
10. Consideration of amendments to the Downtown Targeted Area Master Plan.
 - Background: Neighborhood Planner Klesmith presents background information regarding the adoption of the Downtown Targeted Area Master Plan, new findings in site review of the Shopko lots, and recommended amendments.
 - Discussion:
 - Arntsen inquires about the City intention to acquire the Wisconsin Public Service lot.
 - Wiza and Klesmith answer.
 - Schuler asks about the dedication of the Great Lakes building as a future conference center.
 - Wiza answers that the reference to the conference center on the plan document can be removed due to findings in the feasibility study.

- Motion: Schuler moves approval of the amendments.
- Kneebone seconds the motion.
- Vote: Unanimous approval.

11. March 2025 Monthly Report.

- Background: Director Kivela gives a verbal presentation of the report included in the agenda packet.

12. Director's Report.

- Background: Director Kivela gives a verbal presentation of the report included in the agenda packet.

Closing Section:

13. Adjourn

- Meeting is adjourned at 7:08PM.

SIGN IN SHEET

PLEASE PRINT LEGIBLY

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

NAME:

ADDRESS:

Mary & Jerry Fischer	511 Joe St. Stevens Point WI 54482
Jon & Pam Houtman	506 Leonard St Stevens Point WI 54482
Ginger Keepner	1816 Lincoln / Dist #3
Tom & Cindy Forster	2933 Duregan Drive
Andrea Olson	410 Franklin St

PLEASE RETURN TO SECRETARY, THANK YOU.