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

Members

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

AGENDA

CITY PLAN COMMISSION

Date and Time:	June 2, 2025 6:00 PM	**Location:**	Community Room 933 Michigan Avenue, Stevens Point, WI OR Zoom Teleconferencing Meeting ID: 893 2322 1024 Passcode: 265145 By Computer: https://us02web.zoom.us/j/89323221024?pwd=fhrzPfZ0MI2bDLo0lOaB By Phone: +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on:

2. Report of the May 5, 2025 meeting of the City Plan Commission.
3. Report of the May 14, 2025 meeting of the City Plan Commission.
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 identifies Lilac Court as an existing street on the property located at 1900 Lilac Lane (Parcel ID 281240820140101).
5. A request from the City of Stevens Point to enter into an Encroachment Agreement with Stevens Point 5609 Carrie Frost WI, LLC on the property located at 5609 Carrie Frost Drive (Parcel ID 281230801300005).

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

6. A request from the City of Stevens Point to adopt a Public Participation Plan and Resolution to update the City of Stevens Point Comprehensive Plan.
7. Staff update: Zoning Code rewrite.
8. Director's Report.

Closing Section:

9. Adjourn

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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 OR Zoom Teleconferencing Meeting ID: 823 8954 4274 Passcode: 195045 By Computer: https://us02web.zoom.us/j/82389544274?pwd=nwdR8DflQIClM5ehUJ3Gj By Phone: +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.

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- 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 (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.

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Members

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

MINUTES

CITY PLAN COMMISSION

Date and Time:	May 14, 2025 6:00 PM	**Location:**	Community Room 933 Michigan Avenue, Stevens Point, WI OR Zoom Teleconferencing Meeting ID: 875 2654 9143 Passcode: 975399 By Computer: https://us02web.zoom.us/j/87526549143?pwd=ulusHVSbb1DZaRc6lYlXC By Phone: +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

   - Meeting called to order at 6:00PM
   - Members present: Alder Kneebone (Chair), Commissioners Arntsen, Beacom, Rice, Schuler
   - Members excused: Wiza, Miskowiak

Discussion and Possible Action on:

2. Overview of the Zoning Code rewrite timeline.

   - Background: Associate Planner / Zoning Administrator Kuhn presents an overview of the Zoning Code rewrite timeline and format of the rewrite project. Timeline extends from February 2025 through December 2026.

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- Schuler asks about how information will be gathered during the public information meetings.
    - Kuhn answers that the first public information meetings will be presentations on the existing zoning code and land use types, surveying the attendees, activities, and unique discussion topics for each district.

3. Presentation and discussion of review standards for matters brought before the Plan Commission:

    - Conditional Use Permit
    - Comprehensive Plan Amendment
    - Rezoning
    - Variances (Fences, Driveways & Signs)
    - Site Plan Review
    - Creation of Planned Development Districts

    - Background: Kuhn presents background information regarding the review standards for matters brought before the Plan Commission.
    - Comments are received from Commissioners Schuler, Beacom, Arntsen, Kneebone, and Rice regarding the conditional use permit review standards.
        - Chris – Ask adam to keep item #3, perhaps cite that the development cannot impair an existing neighboring use or redevelopment that aligns with a City-approved targeted area plan or development proposals that are approved or currently under review.
    - Comments are received from Commissioners Schuler and Arntsen regarding amendments to the City's Comprehensive Plan.
    - Comments are received from Commissioners Schuler, Beacom, Arntsen, Kneebone, and Alder Christianson regarding rezoning requests.
    - Comments are received from Commissioners Rice, Schuler, Beacom regarding site plan review and planned development districts.
    - Comments are received from Commissioners Schuler, Beacom, and Rice regarding variances.

4. Relationship between the Zoning Code rewrite and the City's Comprehensive Plan.

    - Kuhn presents background regarding the statutory relationship between the zoning code and comprehensive plan.

Closing Section:

5. Adjourn

    - Meeting is adjourned at 7:48PM.

Administrative Staff Report

Official Street Map Amendment

Lilac Court
June 2, 2025

Department of Community Development

Applicant(s):

- City of Stevens Point

Staff:

- Adam Kuhn, Associate Planner
  akuhn@stevenspoint.com

Parcel Number(s):

- 281240820140101

Zone(s):

- "PD" Planned Development

Master Plan:

- Multi-Family Residential

Council District:

- District 11 | Ald. Morrow

Current Use:

- Senior living community

Request

1. 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 identifies Lilac Court as an existing street on the property located at 1900 Lilac Lane (Parcel ID 281240820140101).

Attachment(s)

1. Official Street Map Exhibit

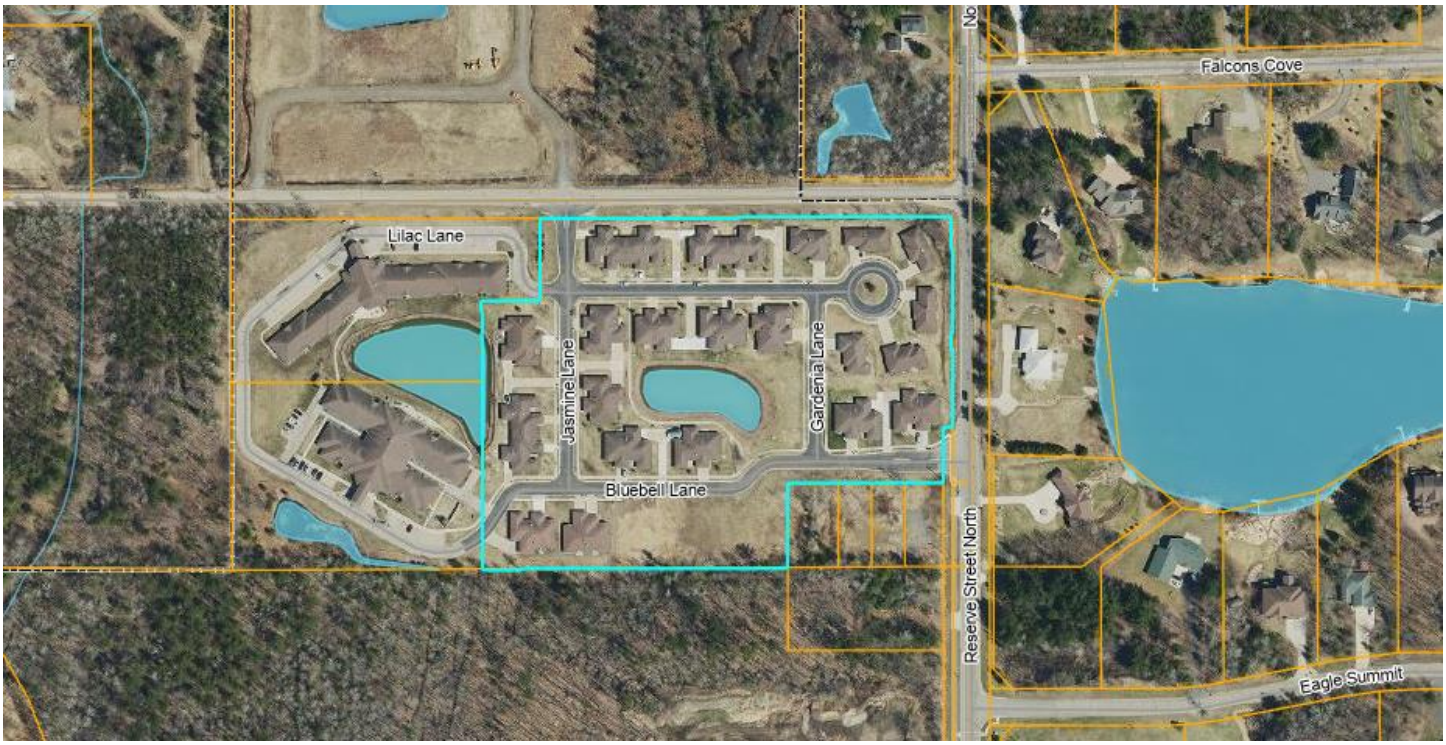
Findings of Fact

1. The Harmony Village senior living community was constructed in the early-2000s.
2. Harmony Village consists of condominium housing units that are serviced by private roads.
3. Even though private roads service Harmony Village, the City's Official Street Map names private streets.
4. The northeast corner of Harmony Village contains Lilac Court, a cul-de-sac terminating at the end of Lilac Lane. While the condominium units that are accessed off of the cul-de-sac have a Lilac Court address, the City's Official Street Map designates this area as Lilac Court.
5. This request seeks to amend the Official Street Map to designate the cul-de-sac as Lilac Court. No mailing addresses will be altered as part of this request.

Staff Recommendation

Approve the request to amend the Official Street Map of the City of Stevens Point. Said request identifies Lilac Court as an existing street on the property located at 1900 Lilac Lane (Parcel ID 281240820140101).

Vicinity Map



Background

Overview: In the early-2000s, Harmony Village was constructed on the City's far northside. Harmony Village consists of condominium housing units that are serviced by private roads. Although the roads within this residential complex are private roads, the policy of the City's Official Street Map is to designate a name for all private roads. The northeast corner of Harmony Village contains Lilac Court, a cul-de-sac terminating at the end of Lilac Lane. While the condominium units that are accessed off of the cul-de-sac have a Lilac Court address, the City's Official Street Map designates this area as Lilac Court. This request seeks to amend the Official Street Map to designate the cul-de-sac as Lilac Court. Please note that no mailing addresses will be altered as part of this request.

City staff have reviewed the request subject to the review standards listed above. The following section outlines staff findings.

Standards of Review – Official Street Map Amendment

1. **Internal Consistency. Amendments shall be made so as to preserve the internal consistency of the entire Comprehensive Plan.**

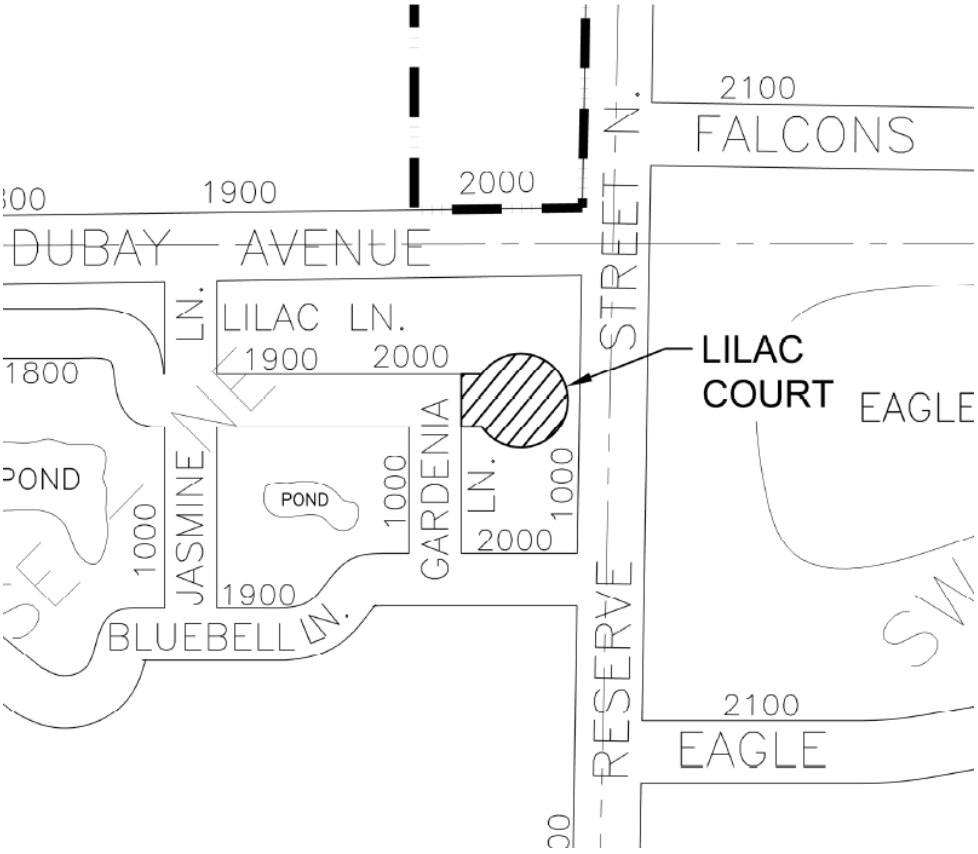
   Analysis: The City's Official Street Map is intended to designate existing and planned future streets within City limits and within its extraterritorial jurisdiction. The Common Council assigned a name to this section of private roadway several decades ago, albeit an incorrect name.

   Finding: This request seeks to amend the Official Street Map so that it is consistent with how condominium units are currently addressed. As this administrative correction does not conflict with other sections of the City's Comprehensive Plan, this standard is met.

2. **Special Privileges or Placing Limitations Not Permitted. No amendment to change the Future Land Use Map shall contain special privileges or rights or any conditions, limitations, or requirements not applicable to all other lands in the district.**

Analysis: Please see the background section above for why this request is being proposed.

Findings: No amendments to the City's Future Land Use Map are needed for this request. Special privileges do not apply here as this Official Street Map amendment will ultimately not alter the street names that adjacent residential units currently use.



3. **The amendment shall not create an adverse impact on adjacent land uses.**

Analysis: The proposed street name amendment will not impact adjacent residential uses. If fact, this may strengthen the response to emergency service calls by eliminating any conflicting information in how buildings are addressed.

Findings: This standard is met.

4. **The amendment shall not create an adverse impact on public facilities and services.**

Analysis: See standard #3 about the impact on public services. No utility work is needed as part of this street name change.

Findings: The proposed amendment should not create an adverse impact on public utilities and services.

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

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

SECTION I: That the Official Street Map and Extraterritorial Street Map of the City of Stevens Point be amended by renaming the following described street to **Lilac Court**:

Lilac Lane
A variable width street from its intersection with Gardenia Lane extending easterly to its termini, described as follows and depicted on attached Exhibit 'A':

Being part of Unit 1 of Harmony Village Condominium Plat, located in Lot 3 of Portage County Certified Survey Map Number 7962-30-92 A-N located in the Southeast Quarter of the Northeast Quarter of Section 20, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin:

SECTION II: The City Clerk shall file a copy of the ordinance with the Register of Deeds of Portage County, Wisconsin.

SECTION III: This ordinance shall take effect upon passage and publication.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Susan Pagel, City Clerk

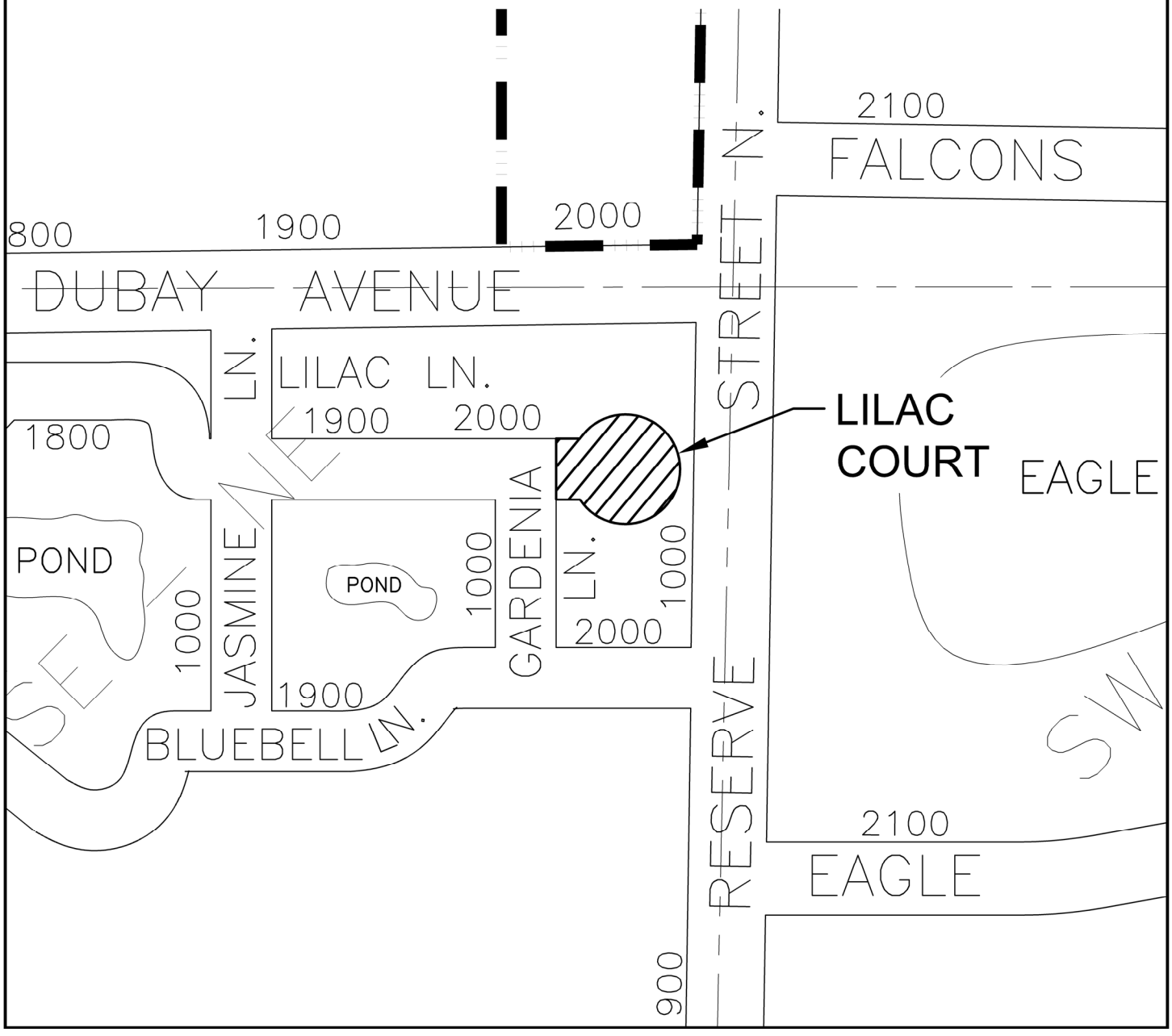
Dated: April 22, 2025
Approved: June 16, 2025

Published: June 26, 2025

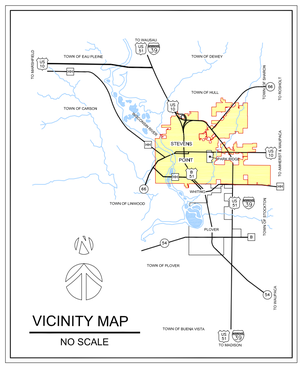
RETURN TO: Stevens Point City Clerk
Drafted by P. Fuehrer, City Engineering

OFFICIAL STREET MAP AMENDMENT EXHIBIT 'A'

NTS



OFFICIAL STREET PLAN
FOR
CITY OF STEVENS POINT
AND ENVIRONS



OFFICIAL STREET MAP ADOPTED BY ORDINANCE SEPTEMBER 18,1961 AND RECORDED WITH THE PORTAGE COUNTY REGISTER OF DEEDS AS DOCUMENT #240954.

UPDATED MAY 27, 2025

STREETS

PROPOSED STREETS

WIDENING OF EXISTING STREETS

ALL PROPOSED STREETS TO BE A MINIMUM OF 60 FEET WIDE

ALL PROPOSED TOWN ROADS TO BE A MINIMUM OF 66 FEET WIDE

ALLEYS

ACCESSIBLE ALLEY

NON-ACCESSIBLE ALLEY

PREPARED BY
CITY OF STEVENS POINT
ENGINEERING DEPARTMENT

STEVENS POINT
GATEWAY TO THE PINERIES
1858

PUBLIC FACILITIES

1 STEVENS POINT AREA SENIOR HIGH ____ D6
2 MADISON SCHOOL ____ C6
4 MUNICIPAL GARAGE & MATERIAL BLDG ____ B7
5 CITY RECYCLING/YARD WASTE FACILITY ____ B7
6 PCS--PACELLI HIGH SCHOOL ____ D7
7 PCS--ST. PETER MIDDLE SCHOOL ____ C7
9 FIRE STATION NO. 1 ____ E8
10 FIRE STATION NO. 2 ____ H12
11 PUBLIC UTILITIES DEPT. ____ C10
12 YMCA ____ D8
13 U.S. POST OFFICE ____ D8
14 UNITED PARCEL SERVICE ____ F12
15 PCS--ST. STEPHEN ELEM. SCHOOL ____ D8
16 CHARLES FERNANDEZ CENTER ____ F8
17 DON COPPS MUNICIPAL POOL ____ F8
18 COUNTY/CITY BUILDING ____ D8
19 JEFFERSON SCHOOL ____ E9
20 BINNACH ELEMENTARY SCHOOL ____ K7
21 STEVENS POINT DMV ____ J8
22 PORTAGE CO. LAW ENFORCEMENT CENTER ____ H8
23 ICE HAWK ARENA ____ M7
24 HI-RISE MANOR ____ G10
25 PORTAGE COUNTY HOME ____ E11
26 McKINLEY SCHOOL ____ E10
27 BEN FRANKLIN JR. HIGH SCHOOL ____ E12
28 STEVENS POINT POLICE DEPT. ____ F8
29 PARK & RECREATION CENTER ____ F8
30 P.J. JACOBS JR. HIGH SCHOOL ____ F8
31 WASHINGTON SCHOOL ____ E7
33 STEVENS POINT MUNICIPAL AIRPORT ____ I5
34 CHAMBER OF COMMERCE ____ K12
35 ST. PAUL LUTHERAN SCHOOL ____ E9
36 TIM COPPS EARLY CHILDHOOD CTR ____ E7
37 ASPIRUS-PLOVER HOSPITAL ____ K12
38 LINCOLN SENIOR CITIZEN CENTER ____ D8
39 ASPIRUS-STEVENS POINT HOSPITAL ____ F12
40 RUTH GUTRY BUILDING ____ E11
41 K.B. WILLETT ICE ARENA ____ F8
42 BERKSHIRE ST. PT. APARTMENTS ____ E8
43 PORTAGE COUNTY PUBLIC LIBRARY ____ D8
44 CONVENTION & VISITORS BUREAU ____ D8
45 PORTAGE COUNTY OFFICES (ANNEX) ____ D8
46 STEVENS POINT CHRISTIAN ACADEMY ____ A8
47 VERISON PARK ALL PURPOSE BLDG ____ H8
48 AIRPORT TERMINAL BUILDING ____ I5
49 CITY TRANSIT FACILITY ____ I10
50 MARSHFIELD MEDICAL CENTER ____ H5
51 POINT OF DISCOVERY ____ B10

UNIVERSITY OF WISCONSIN
STEVENS POINT CAMPUS BUILDINGS

70 WATSON HALL ____ E7
71 THOMSON HALL ____ E7
72 DELZELL HALL ____ E7
73 BURROUGHS HALL ____ E7
74 KNUTZEN HALL ____ E7
75 DEBOT RESIDENCE CENTER ____ E7
76 STIENER HALL ____ E7
77 HANSEN HALL ____ E7
78 NEALEY HALL ____ E7
79 BALDWIN HALL ____ E7
80 CHAMPIONS HALL (MCCH) ____ E7
81 SUITES@201 ____ E7
82 ROACH HALL ____ E7
83 ALLEN RECREATIONAL CENTER ____ E7
84 SMITH HALL ____ E7
85 PRAY-SIMS HALL ____ E7
86 COLLINS CLASSROOM CENTER ____ E7
87 COLLEGE OF PROFESSIONAL STUDIES ____ E7
88 SCIENCE BUILDING ____ E7
89 DANIEL D. TRAINER NATURAL RESOURCES BLDG. ____ E7
90 NOEL FINE ARTS CENTER ____ E7
91 ALBERTSON HALL ____ E8
92 DELZELL HALL ____ E8
93 LEE S. DREYFUS UNIVERSITY CENTER ____ E8
94 COMMUNICATION ARTS CENTER ____ E8
95 STUDENT SERVICES CENTER ____ E8
96 OLD MAIN ____ E8
97 NELSON HALL ____ E8
99 HYER HALL ____ E8
100 MAINTENANCE & MATERIEL BUILDING ____ E6
101 SCHMEECKLE RESERVE VISITOR CENTER ____ F5
102 601 DIVISION STREET ____ E7
103 NORTH CAMPUS CHILER PLANT ____ E7
104 WASTE EDUCATION CENTER ____ E6
105 CHEMISTRY BIOLOGY BUILDING ____ E7
106 WOOD UTILIZATION LAB ____ E6
107 UWSP WELCOME CENTER ____ E7
108 RECYCLING CENTER ____ E6
109 MCCH STORAGE BUILDINGS ____ E7

STEVENS POINT STREETS INDEX

ACADEMY AVE. ____ D6
ALBERT ____ E12
ALDEN AVE. ____ I8
ALGOMA ____ G9
ALICE CT. ____ E11
AMBER AVE. ____ L8
APRIL LN. ____ H12
ARLINGTON PL. ____ CH
ATWELL ____ F7
BADGER AVE. ____ M8
BEAVER DAM ____ I3
BEECH ____ D6
BERKSHIRE ST. ____ E8
BLACK BEAR TRAIL ____ I2
BLAINE ____ E11
BLISS AVE. ____ C10
BONNIE BAY CT. ____ H12
BONNIE BAY RD. ____ H12
BORHAM AVE. ____ J11
BOYINGTON AVE. ____ G8
BRAKLEY ____ D8
BRIARWOOD ____ D8
BRIGGS ____ E8
BRILOWSKI RD. ____ M2-L12
BUKOLT AVE. ____ C5
BURBANK RD. ____ D10-G12
BUSH CT. ____ G10
BUSH ____ F10
BUSINESS PARK DR. ____ K10-K12
CAMBRIDGE ____ L8
CANAL ____ F10
CARRIE FROST DR. ____ K12
CARTER ____ L8
CENTERPOINT DR. ____ D8
CHAMBERS ____ F7
CHANNEL DR. ____ F11
CHICKADEE LANE ____ I2
CLARK ST. ____ D6-F6
CLAY ____ F11
CLIFTON AVE. ____ K11-L11
CLOVER COURT ____ J11
COLLEGE AVE. ____ F8-G8
COLLEGE CT. ____ D8
COMBSCREEK LN. ____ D9
COON AVE. ____ J12
COON CREEK CLUB DR. ____ J12
COURT ____ D8
COVE DR. ____ J10
CRESCENT COURT ____ J12
CROSBY AVE. ____ C8
CYPRESS ____ C10
DAN'S DR. ____ G11-G12, A8
*DEANNA'S WAY ____ H7
DEARBORN ____ F11-G11
DEPOT ____ D10
DIXON ____ E9
DOOLITTLE DR. ____ G4-H4
DUBAY AVE. ____ B4-D4
DUDLEY ____ J8
E.M. COPPS DR. ____ K10-M10
EAGLE ____ F4
EAST MARIA DR. ____ H8
EDGEWOOD AVE. ____ K11-L11
ELIZABETH AVE. ____ J2
ELK ____ D9
ELLIS ____ D8-G8
ELMWOOD AVE. ____ K9
FALCONS COVE ____ F4
FELTZ AVE. ____ D11
FERN ____ B11-F11
FINCH LANE ____ I2
FIRST ____ C8,H12
FOREST ____ E8
FOREST CIRCLE ____ J11-J12
FOURTH AVE. ____ C8
FRANCIS ____ B8
FRANKLIN ____ B8
FREDERICK ____ C7
FRENCH ____ E8
FRIDAY RD. ____ F12-J12
FRONTAGE RD. ____ G8-H10
FRONTENAC AVE. ____ F8-F10
INTERSTATE 39 ____ D4-K12
IRIS LANE ____ L8
IRONWOOD AVE. ____ K9
ISLAND ____ E7
ISLAND VIEW CT. ____ H11
JANICK CIRCLE ____ H7
JANICK CIRCLE W. ____ H7
JAY ____ H11
JEFFERSON ____ E9-F9
JEROME ____ L8
JERSEY ____ E8
JOERNS DR. ____ J11-K12
JOHN JOANS DR. ____ K11-K12
JOHN'S DR. ____ C4
JOHNSON DR. ____ C4
JORDAN LN. ____ F7-H8
JUDA ____ E10
KAY LYNN DR. ____ L7-M7
KIRSCHLING CT. ____ I9
KNOLL ____ E11
KOZY ____ F11
KREMES AVE. ____ J11
LAKEMAN DRIVE ____ I11
LASALLE ST. ____ L8
LEAHY AVE. ____ I10
LEE ____ E4
LILY COURT ____ J12
LINDBERGH AVE. ____ F8-F12
LOCUST ____ E11
LORA ____ E10
MADISON ____ E9
MAIN ____ E8-F8
MAPLE ____ H10-I10
MAPLE BLUFF RD. ____ G8
MARIA DR. ____ C6-F6
MARY ____ H7
MARY ANN CT. ____ H7
MARY ANN AVE. ____ H7
MARYANN ____ I10
MASON ____ D10
MAY ____ E9-F9
MCCULLOCH ____ F7
MEADOW ____ D7
MICHIGAN AVE. ____ F9
MICHIGAN CT. ____ F11
MINNESOTA AVE. ____ F7-F9
MITCHELL DR. ____ L9
MONROE ____ E8
MOSES CROSSING ____ G6
MOSS ____ F12-J12
NICOLET ____ I11
NICOLET CT. ____ I11
NORTH POINT DR. ____ C5
NORWAY ____ I10
OAK ____ E9
OAKWOOD AVE. ____ E9
OLD WOOD ____ I8-J8
OLD WOOD RD. ____ J8
OLYMPIA ____ I12
ORCHID LANE ____ J11-J12
OSPREY RETREAT ____ F3
OWL LANE ____ M7
OXBOW RD. ____ L2
PARK ____ J10
PARKWAY DR. ____ I10
PARKWOOD AVE. ____ I10
PARTRIDGE WAY ____ I3
PATCH ____ F8
PEARL ____ E11
PHILLIPS ____ E8
PINE ____ E9
PINE BLUFF RD. ____ K6
PINECREST AVE. ____ I10
PINE RIDGE CT. ____ I10
PIONEER DR. ____ I11
PLEASANT VIEW DR. ____ I11
PLOVER ____ E7
POST RD. ____ F12
PRAIRIE ____ G9
PRAIS ____ F7
PRENTICE ____ D4
PRESCOTT PL. ____ L9
PULASKI PL. ____ D7
RACHOCK RD. ____ B6
RAINBOW CIRCLE ____ L7
RED ARROW DR. ____ L9
REGENT ____ E7-E9
RESERVE ____ E7-E9
RICE ____ E10-H10
RIDGE CT. ____ H8
RIDGE RD. ____ H8
RIVER VIEW AVE. ____ C11
ROBERT PL. ____ G8
ROBERTS ____ J10
ROCKY RUN RD. ____ B2
ROSE ____ E11
ROSE PASS ____ J11
SAINT PAUL ____ D7
SANDPIPER DR. ____ L7-M7
SANDY LN. ____ G9
SCHILLER DR. ____ G9
SCHOFIELD AVE. ____ D6
SECOND ____ E8
SEQUOIA CT. ____ I11
SEQUOIA DR. ____ I11
SIMONS ____ C8
SIMS AVE. ____ E8-F8
SIXTH AVE. ____ C8
SMITH AVE. ____ E9
*SKYWARD DR. ____ K10
SNOW ____ G8
SOMMERS ____ G7
SONGBIRD LANE ____ M8
SOO MARIE AVE. ____ F10-F12
SOUTH ____ E8
SPENCER ____ E8
STATE HIGHWAY 66 ____ H5
STRONG AVE. ____ L9
SUNFLOWER RD. ____ J11-J12
SUNNY CREST DR. ____ L2
SUNSET BLVD. ____ G8
SUNSET FARM ____ H5
TAMARAC ____ C10
TERRACE LN. ____ I10
TETON DR. ____ I12
THIRD AVE. ____ C7
THIRD CT. ____ C7
THOMPSON'S CT. ____ G12
TORLYN RD. ____ G-I3
TRUDE ____ J10
TULIP LANE ____ J11
UNION ____ C7
U.S. HIGHWAY 10 E ____ J8-K8
U.S. HIGHWAY 51 ____ D4-K12
VALLEY ____ E8
VERMONT AVE. ____ F9
VERN HOLMES DR. ____ B10
VINCENT CT. ____ D7
VINCENT ____ D7
WEST ____ E8
WEST CLEVELAND ____ F8
WEST QUARRY ____ B9
WEST RIVER ____ B11
WEST RIVER VIEW AVE. ____ A11
WEST STREET ____ E8
WEST WHITING ____ F12
WEST TRILLIUM CT. ____ B10
WEST WILSON AVE. ____ B9
WESTMORE CT. ____ J2
WHITE OAK CIRCLE ____ I2
WHITING AVE. ____ D12
WILDWOOD DRIVE ____ K8
WILLIAMS ____ C11
WILSON BLVD. ____ B9
WINDY DRIVE ____ K8
WISCONSIN ____ C9
WOJCIK MEMORIAL DR. ____ I2
WOOD LN. ____ C6
WOOD ____ C9
WOODLAND CIRCLE ____ J8
WOODLAND ST. ____ J8
WOODMARD DR. ____ K9
WOODMARD CT. ____ K9
WYATT AVE. ____ E9
YOSEMITE DR. ____ I11
YVONNE DR. ____ G10
** PRIVATE ROADS

ENCROACHMENT AGREEMENT

This Encroachment Agreement (this "**Agreement**") is made and entered into as of the ____ day of May, 2025 (the "**Effective Date**") by and between STEVENS POINT 5609 CARRIE FROST WI, LLC, a Wisconsin limited liability company ("**Owner**") and CITY OF STEVENS POINT, a Wisconsin municipal corporation (the "**City**"). Owner and the City may be referred to herein individually as a "**party**" and collectively as the "**parties**" to this Agreement.

1. Owner Parcel. Owner is the fee simple owner of that certain real estate described as follows:

> Lot 2 of Certified Survey Map Number 011604, recorded in the office of the Portage County Register of Deeds as Document Number 883989, being part of the Southwest Quarter of the Southwest Quarter of Section 1, Township 23 North, Range 8 East.

(the "**Property**").

2. City Easement. The southern border of the Property is subject to a forty foot (40') wide utility easement in favor of the City (the "**Easement Area**").

3. Proposed Development. Owner intends to develop the Property by constructing a commercial building and one or more other improvements associated therewith. It is expected that the commercial building to be constructed on the Property will encroach into the Easement Area by approximately six feet (6') (the "**Encroachment**").

4. Consent to Encroachment. The City hereby consents to the Encroachment, subject to the following conditions: (a) Owner shall construct a footing and frost wall on the south side of the proposed building that will be at least eight feet (8') feet deep; (b) Owner shall make commercially reasonable efforts to refrain from installing utilities on the south side of the proposed building; and (c) Owner shall be in compliance with the terms and conditions of this Agreement.

5. Hold Harmless. Owner acknowledges that it may be necessary for the City to perform future excavation and construction activities within the Easement Area for the purposes of maintaining, improving, or replacing the utilities located within the Easement Area and that such activities may expose the foundation of the proposed building. Except to the extent caused by the negligence or willful misconduct of the City or its employees or contractors, Owner agrees to hold the City harmless from any cost, expense, or other liability

associated with damage to the proposed building or any other improvements constructed by Owner within the Easement Area.

6. Reimbursement. Owner agrees to reimburse the City for any additional costs or expenses incurred by the City in association with the construction or maintenance of the utilities within the Easement Area beyond those costs and expenses typically incurred, which are directly attributable to Owner's encroachment into the Easement Area as permitted by this Agreement. In the event any such additional costs or expenses are incurred by the City, the City shall provide Owner with written notice detailing the additional costs and expenses and Owner shall make payment of any undisputed amounts within thirty (30) days following Owner's receipt of written notice from the City.

7. Term and Termination. The term of this Agreement shall commence on the Effective Date and shall continue until terminated as provided herein. This Agreement shall terminate upon the earlier of the following to occur: (a) the City's easement described in Section 2 above expires or is terminated for any reason; or (b) the demolition or removal of the proposed building and improvements described in Section 3 above.

8. Covenants Run with Land. All of the terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the parties hereto and their respective successors and assigns.

9. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

10. Entire Agreement. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Portage County, Wisconsin.

(Signature Page Attached)

The undersigned have agreed to the terms and conditions of this Agreement as of the Effective Date.

OWNER:

STEVENS POINT 5609 CARRIE FROST WI, LLC

By:_____
Name:_____
Title:_____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
COUNTY OF PORTAGE)

Personally came before me on the ___ day of May, 2025, the above-named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*
Notary Public, State of Wisconsin
My commission:_____.

CITY:

CITY OF STEVENS POINT

By:_____
Name:_____
Title:_____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
COUNTY OF PORTAGE)

Personally came before me on the ___ day of May 2025, the above-named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
*
Notary Public, State of Wisconsin
My commission:_____.

This document was drafted by:
Attorney Keith J. Pilger
Anderson O'Brien, LLP
1257 Main Street, P.O. Box 228
Stevens Point, WI 54481

John Joanis Drive
Brilowski Road
Carrie Frost Drive
Vetter Drive

City of Stevens Point Comprehensive Plan

Public Participation Plan (PPP)

The City of Stevens Point values public participation to a high degree throughout all planning processes. Public participation will be a focal point of updating the City of Stevens Point's comprehensive plan as outlined in this plan.

I. Plan Development

Throughout the plan process, City and Northcentral Wisconsin Regional Planning Commission staff will update the Comprehensive Plan with oversight from the City Plan Commission. The City Plan Commission will also recommend adoption of the Public Participation Plan (PPP) to the Common Council.

The PPP will incorporate the following components and procedures:

1. Meetings with the City Plan Commission which will be posted and open to the public. These meetings will be recorded for public viewing.

2. A recent public survey will be reviewed and republished by City staff to receive input from new community members.

3. Two open houses will be scheduled to inform the community about the purpose of the Comprehensive Plan, request information, and provide feedback. One meeting will be scheduled in the early stages of plan development and another meeting will be scheduled prior to the public hearing to receive public comment.

4. Stakeholder meetings between City planning staff, community institutions, neighboring municipalities, and other City departments will be held over the course of the update.

5. Plan related materials will be made available at the Community Development office in City Hall for review by the public.

6. The draft plan, maps, and former plan will be made available at the City website (https://stevenspoint.com/602/Comprehensive-Plan) for review by the public. A news flash will accommodate each draft update. A short survey will accompany each draft element of the plan. Written comments regarding the plan may be submitted at any time to City staff via email as indicated on the City website.

7. A public hearing will be held to solicit comment and input from the public.

8. The Comprehensive plan will be distributed as outlined in state statute.

The City Plan Commission will review and recommend adoption of the Comprehensive Plan to the Common Council.

II. Implementation, Evaluation, and Update:

The Comprehensive Plan will be used as a general guideline for the development of the City, and will inform neighborhood-level planning and implementation efforts. Public participation methods utilized in former Comprehensive Plan update efforts will be used in neighborhood-level planning and implementation workshops, consolidating timelines and ensuring a high level of public participation throughout implementation.

City staff will present a summary of planning and implementation activities related to the Comprehensive Plan annually to the City Plan Commission.

It is critical for the Comprehensive Plan to be maintained, referenced, and updated on a regular basis to keep it current with pressing community needs, and maintain compliance with state statutes. Needs analyses of housing, economic, and other factors may contribute to more frequent maintenance of the comprehensive plan.

Resolution for the Adoption of a

Public Participation Plan

THE CITY OF STEVENS POINT DOES HEREBY RESOLVE, AS FOLLOWS:

WHEREAS, the City of Stevens Point is updating its Comprehensive Plan as outlined in Wisconsin Statues; and,

WHEREAS, public participation is critical for the development of a plan and highly valued by the City of Stevens Point; and,

WHEREAS, it is necessary for the Common Council to approve a process to involve the public in the planning effort; and,

WHEREAS, the City of Stevens Point intends to ensure public participation throughout the implementation of its Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council does approve and authorize the Public Participation Plan as attached to this resolution.

I, Mike Wiza, Mayor, do hereby certify that the foregoing resolution was duly adopted at a Common Council meeting, held at the City of Stevens Point Police Department Community Room on the 16th day of June, 2025, at 7:00p.m.

_____

Mike Wiza, Mayor

ATTEST:

_____

Susan Pagel, Clerk

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

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

MEMORANDUM

To: Plan Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: June 2, 2025

RE: Update on Zoning Ordinance Rewrite – June 2025

The following provides a summary of some key actions taken in May for the Zoning Code rewrite, along with expected actions to be completed in June.

Summer Intern: Anna Menominee, a senior at the University of Wisconsin – Stevens Point majoring in conservation and community planning, was hired as a planning intern this summer. Anna was a planning intern with the City last summer, and worked with me on a number of projects. I have full confidence that she is ready to hit the ground running on assisting with the Zoning Code rewrite. Some tasks that will be assigned to her this summer will be creating targeted surveys to be distributed to the public later this year, research and development of draft ordinance sections, market public informational meetings, coordinate stakeholder meetings, and various field work. Her first day will be this week.

Northside Public Informational Meeting: The first public informational meeting took place on May 20th at the Pfiffner Building, which focused on the City's northside. Overall, I was pleased with the amount of residents who participated and with the conversation that ensued. There were themes taken from this meeting that corroborated my assumptions going into this meeting; however, there were a number of surprises. The reason why I am holding as many public informational meetings as I am are, in part, to gauge common themes that are citywide versus those are unique to particular areas of the city (which may be useful when drafting the City's Zoning Map).

During our special Plan Commission meeting in late-May, a question was asked as to what data I am trying to obtain from these public informational meetings. Attached to this agenda packet includes the poll questions that were asked during the northside meeting and will be asked during the remaining meetings this year. While public surveys

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.

will be useful to accumulate a lot of quantitative date, the purpose of these poll questions are, in part, to spur conversation and the subsequent qualitative data that is accumulated.

Public Informational Meeting Schedule – June 2025: Below includes the upcoming meetings this month.

- June 4th, 4:00pm: Business and Industrial Park (2700 Week Street)
- June 10th, 6:00pm: Stanley Street/Highway 66 (600 Wilshire Boulevard)
- June 23rd, 5:00pm: McDill Pond Neighborhood (2801 Hoover Road)

Public Survey & Focus Groups: One of the first tasks that our planning intern will focus on is the first distribution of a public survey for the rewrite project. This survey is expected to focus on housing, and will be distributed to the public during the last week of June. Focus group conversations with specific groups are also being planned, with the first group conversation expected to occur shortly after the July 4th holiday.

Legend

- 1 Stanley Street
- 2 Downtown
- 3 Ice Cream District
- 4 Campus
- 5 Jefferson & Dixon Street
- 6 Highway 10
- 7 District 11
- 8 Northside
- 9 District 1 & Division Street
- 10 Church & Patch Street
- 11 Westside
- 12 McDill Pond
- 13 Business & Industrial Park

Mentimeter

How would you describe your neighborhood in one word?

Mentimeter

I want to see more of these housing types in the city:

- Single-Family Homes
- Tiny Homes
- Accessory Dwelling Units
- Duplexes
- Apartments
- Mixed-Use

Strongly disagree

Strongly agree

Mentimeter

Where should single-family homes be located?

Mentimeter

Where should multi-family buildings be located?

Mentimeter

Where should mixed-use buildings be located?

Mentimeter

The City should incorporate the following principles into the Zoning Code rewrite:

Dark sky friendly lighting

Bicycle & pedestrian infrastructure

Electric vehicle charging stations

Strongly disagree

Strongly agree

Mentimeter

Too much parking is provided in the following areas:

Single-family neighborhoods

Multi-family neighborhoods

Commercial Corridors

Industrial and Employment Centers

Strongly disagree

Strongly agree

Mentimeter

The City should incorporate the following design standards into the Zoning Code rewrite:

Native plant species

Tree preservation

Permeable surfaces

Reduce off-street parking requirements

Limit impervious surfaces

Strongly disagree

Strongly agree

Mentimeter

Should the following building design standards be required for commercial development?

Increased quality of building materials

Different building styles

Different building sizes

Different building heights

Increased number of windows

Strongly disagree

Strongly agree

Mentimeter

Should the following building design standards be required for industrial development?

Increased quality of building materials

Different building styles

Different building sizes

Different building heights

Increased number of windows

Strongly disagree

Strongly agree

Mentimeter

What improvements are needed for future multi-family, commercial and industrial development?

Improved landscaping

Improved parking lots

Improved sidewalks and pedestrian spaces

Improved bicycle access

Improved screening between incompatible uses

Strongly disagree

Strongly agree