



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 Rice
- Commissioner Schuler

## AGENDA

### CITY PLAN COMMISSION

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<b>Date and Time:</b>	November 3, 2025 6:00 PM	<b>Location:</b>	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 863 9687 4563 Passcode: 225205
			<u>By Computer:</u> <a href="https://us02web.zoom.us/j/86396874563?pwd=QcNYTakzK6PLkblL74b">https://us02web.zoom.us/j/86396874563?pwd=QcNYTakzK6PLkblL74b</a>
			<u>By Phone:</u> +1-312-626-6799 (US Chicago)

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Opening Section:

1. Roll Call

Discussion and Possible Action on:

2. Report of the October 6, October 8, & October 21, 2025 meetings of the City Plan Commission.
3. Public Hearing and action on a request from Dustin Haugen for a conditional use permit to construct an accessory structure on the property located at 1208 Wisconsin Street (Parcel ID 281240832400814) utilizing "R-TND" Traditional Neighborhood Overlay District setback requirements, consistent with Ch. 23.02(1)(h)(3).
4. Public Hearing and action on a request from Thomas Bushman for a conditional use permit to operate a single-family residence on the property located at 2877 Church Street (Parcel ID 281230805101713), consistent with Ch. 23.02(2)(a)(3)(d).
5. Public Hearing and action on a request from Jim Lundberg, representing Point Crossing LLC, for a conditional use permit to construct multiple multi-family residential buildings on an unaddressed parcel bounded by Songbird Lane (Parcel ID 281240836220063), consistent with Ch. 23.01(14)(f) & Ch. 23.02(1)(f)(3)(b).
6. A request from Jim Lundberg, representing Point Crossing LLC, for a site plan review to construct multiple multi-family residential buildings on an unaddressed parcel bounded by

Songbird Lane (Parcel ID 281240836220063), consistent with Ch. 23.02(2)(e)(5).

7. Zoning Code Rewrite - First Review of Draft General Provisions.
8. A request from Wisconsin Public Service for a Utility Easement along Water Street.
9. A request from Green Tree Companies to purchase lots 29 and 30 in the Forest Creek Subdivision and combine them for the purpose of constructing a single-family home.
10. Director's Report.

Closing Section:

11. Adjourn

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

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### Members

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

## MINUTES

### CITY PLAN COMMISSION

**Date and Time:** October 6, 2025  
6:00 PM

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

OR

Zoom Teleconferencing

Meeting ID: 815 5922 1570

Passcode: 128498

By Computer:

<https://us02web.zoom.us/j/81559221570?pwd=loLehx6Dbnj0NnbGCbi>

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, Beacom, Miskowiak, Rice, Schuler

#### Discussion and Possible Action on:

##### 2. Report of the September 2, 2025 meeting of the City Plan Commission.

- Background: Report of the September 2, 2025 meeting of the City Plan Commission is included in the agenda packet.
- Motion: Arntsen moves approval of the Report of the September 2, 2025 meeting of the City Plan Commission.
- Second: Kneebone seconds.
- Discussion: None.
- Vote: Unanimous approval.

##### 3. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance, of the Revised Municipal Code of the City of Stevens Point. Said request amends Section 23.02(4)(e) establishing groundwater protection zones for municipal well #12.

- Background: Director Lemke provides an explanation of the ordinance amendment and need for it.
  - Public Hearing: No public testimony heard.
  - Motion: Arntsen moves approval of the amendment as presented.
  - Second: Beacom seconds.
  - Discussion: No further discussion.
  - Vote: Unanimous approval.
4. A request from Tyler Ignatowski, representing Little Captain LLC, to annex an unaddressed parcel bounded by Stanley Street (Parcel ID 020240828-14.18) from the Town of Hull to the City of Stevens Point.
- Background: Associate Planner & Zoning Administrator Kuhn provides a background of the annexation request. Staff recommendation is to approve the request.
  - Motion: Arntsen moves approval of the annexation request as presented.
  - Second: Miskowiak seconds.
  - Discussion:
    - Rice inquires about the previous work history of the applicant.
    - Alder Morrow, District 11, speaks on the proposed development.
  - Vote: Unanimous approval.
5. Staff Update: Zoning Code Rewrite.
- Background: Kuhn provides a verbal update of the zoning code rewrite, summarizing the final steps of the public engagement phase for the rewrite.
  - Discussion:
    - Schuler asks about staff satisfaction with public engagement in the process.
6. Director's Report.
- Background: Director Kivela provides a verbal report.

Closing Section:

7. Adjourn
- Meeting adjourned at 6:23PM.

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**Members**

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

# MINUTES

## CITY PLAN COMMISSION

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<b>Date and Time</b>	October 8, 2025 6:00 PM	<b>Location:</b>	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u> <a href="#">Zoom Teleconferencing</a>
			Meeting ID: 890 0020 0557   Passcode: 250080
			<u>By</u> <u>Computer:</u> <a href="https://us02web.zoom.us/j/89000200557?pwd=bbu7dEEJkVoofUWzaMDdbAlGafL6T3.1">https://us02web.zoom.us/j/89000200557?pwd=bbu7dEEJkVoofUWzaMDdbAlGafL6T3.1</a>
			<u>By Phone:</u> +1-312-626-6799 (US Chicago)

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Opening Section:

1. Roll Call

- Meeting called to order at 6:00PM.
- Members Present: Mayor Wiza, Alder Kneebone, Commissioners Arntsen, Beacom, Rice, Schuler.
- Members Excused: Commissioner Miskowiak.

Discussion and Possible Action on:

1. Review of Comprehensive Plan Chapter 2: Natural, Agricultural, and Cultural Resources and recommendation to Common Council.
  - Background: Sam Wessel, North Central Wisconsin Regional Plan Commission, and Chris Klesmith, Neighborhood Planner, provide an overview of the amendments to Comprehensive Plan Chapter 2 and recommendations provided by community members.
  - Discussion:
    - Recommendations for Chapter 2 are provided by Commissioners Schuler, Beacom, Alder Kneebone, Mayor Wiza; Commissioners request additional discussion on Goals, Objectives, and Policies and a comparison of the conclusions between the former comprehensive plan and current draft.
    -
  - Motion:

- No action is taken.
- 2. Review of Comprehensive Plan Chapter 4: Utilities and Community Facilities and recommendation to Common Council.
  - Background: Wessel and Klesmith provide a review of amendments to Comprehensive Plan Chapter 4.
  - Discussion:
    - Recommendations and amendments for Comprehensive Plan Chapter 4 are provided by Commissioners Schuler, Mayor Wiza, Alder Kneebone,. Commissioners request additional information regarding the City facilities planning early in the Chapter and a similar comparison that was requested for Chapter 2.
  - Motion:
    - No action is taken.
- 3. Review of draft Comprehensive Plan Chapter 3: Housing.
  - Background: Wessel and Klesmith provide an overview of the draft of Comprehensive Plan Chapter 3: Housing.
  - Discussion:
    - Requests for clarification and recommendations are heard from Commissioners Beacom, Schuler, Arntsen, and Mayor Wiza regarding the housing affordability analysis and associated figures, and to revisit the explanation of how the City should be responding to the data. Further comments are received on owner and renter rates, and housing solutions, including rationale for tax incremental financing. Further comments are heard on the chapter's Goals, Objectives, and Policies.
  - Motion:
    - No action is taken.

Closing Section:

1. Adjournment
  - Meeting adjourned at 7:32PM.

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REPORT OF THE CITY PLAN COMMISSION

October 21, 2025 – 6:00 PM  
933 Michigan Ave, Stevens Point, WI 54481

PRESENT: Alderperson Kneebone, Commissioner Arntsen, Commissioner Beacom, Commissioner Rice, Commissioner Schuler

EXCUSED: Mayor Wiza, Commissioner Miskowiak

ALSO PRESENT: Associate Planner / Zoning Administrator Kuhn, Community Development Director Kivela, Planning Intern Sager

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INDEX:

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Presentation and discussion on the preliminary policy direction report for the Zoning Code rewrite.
3. Discussion on project schedule – draft and refinement stage of the Zoning Code rewrite.
4. First review of draft purpose statements – Zoning, Sign, & Subdivision Ordinances.

Closing Section:

5. Adjourn
- 

Opening Section:

1. Roll Call

**Present: Kneebone, Arntsen, Beacom, Rice, Schuler**

**Excused: Wiza, Miskowiak**

Discussion and Possible Action on the Following:

2. Presentation and discussion on the preliminary policy direction report for the Zoning Code rewrite.

Associate Planner / Zoning Administrator Kuhn presented the purpose of the preliminary policy direction report, noting that its overall goals are to identify broad policy areas for consideration when performing the rewrite and to remain aligned with the 2005 Comprehensive Plan and the feedback collected through various community engagement venues. Kuhn then invited the Commission to review and refine the preliminary recommendations, which are organized into the following topics, as outlined below:

1. Housing
2. Transportation
3. Natural, Environmental, and Ecological Resource Protection
4. Site Design
5. Zoning Map

6. Signage and Subdivision Regulations
7. Miscellaneous Recommendations
8. Areas Where Direction is Needed

**No action was taken.**

3. Discussion on project schedule – draft and refinement stage of the Zoning Code rewrite.

Associate Planner / Zoning Administrator Kuhn stated that, following the completion of the initial public engagement phase, the next stage of the rewrite will comprise of drafting and refining ordinance sections. Kuhn noted that the draft ordinance sections will be reviewed sequentially, with the overall timeline remaining flexible determined by the pace and completion of prior section revisions. Kuhn encouraged the Commission, when prompted, to diligently review and provide recommendations for the drafts to support the development of the most optimal result.

**No action was taken.**

4. First review of draft purpose statements – Zoning, Sign, & Subdivision Ordinances.

Associate Planner / Zoning Administrator Kuhn shared the first draft ordinance section which included the purpose statements for the Zoning, Sign, and Subdivision Ordinances. These draft purpose statements were completely rewritten from the existing code to achieve the following, as outlined below:

- Enhance visual appeal
- Eliminate redundancy
- Eliminate statement areas where the City is statutorily obligated to fulfill

Kuhn then opened the discussion to the Commission to provide revisions and recommendations to strength the draft purpose statements.

**No action was taken.**

Closing Section:

5. Adjourn

**Meeting adjourned at 8:18 PM.**

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

# Administrative Staff Report

## Construct an Accessory Structure Using Traditional Neighborhood Setbacks

1208 Wisconsin Street

November 3, 2025



Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>Dustin Haugen</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>Adam Kuhn, Associate Planner <a href="mailto:akuhn@stevenspoint.com">akuhn@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>281240832400814</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>“R-3” Single- and Two-Family Residential</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>Residential</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>District 9   Ald. Lang</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>Frontage: 50.25 ft.</li><li>Depth: 70 ft.</li><li>Lot Size: 3,517 sq. ft. (0.08 ac.)</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>Single-family residence</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>23.02(1)(h)(3)</li></ul>	<p><b>Request</b></p> <ol style="list-style-type: none"><li>Public Hearing and action on a request from Dustin Haugen for a conditional use permit to construct an accessory structure on the property located at 1208 Wisconsin Street (Parcel ID 281240832400814) utilizing “R-TND” Traditional Neighborhood Overlay District setback requirements, consistent with Ch. 23.02(1)(h)(3).</li></ol> <p><b>Attachment(s)</b></p> <ol style="list-style-type: none"><li>Application</li><li>Plans</li></ol> <p><b>Findings of Fact</b></p> <ol style="list-style-type: none"><li>The applicant is requesting to construct an accessory structure on the northwest corner of the subject property.</li><li>Detached garages are required to have a minimum three-foot side yard and rear yard setback provided that the garage is set back at least ten feet from the principal structure on the subject property and does not exceed 15 feet in height.</li><li>A one-foot setback from the west and north lot lines is requested.</li><li>The subject property is located within the “R-TND” Traditional Neighborhood Overlay District. The “R-TND” District allows, via a conditional use permit, lesser setback requirements to construct detached garages.</li><li>The Plan Commission and Common Council may attach additional conditions onto this request as necessary.</li></ol> <p><b>Staff Recommendation</b></p> <p>Approve the request for a conditional use permit to construct an accessory structure using setback requirements of the “R-TND” Traditional Neighborhood Overlay District for the property located at 1208 Wisconsin Street (Parcel ID 281240832400814), subject to the following conditions:</p> <ol style="list-style-type: none"><li>A building permit shall be obtained prior to the start of construction.</li><li>Staff shall have the ability to approve minor amendments to the proposed project plan.</li></ol>
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## Vicinity Map



## Background

*Overview:* The applicant is requesting a conditional use permit to construct an accessory structure near the northwest corner of the subject property. The construction of accessory structures is required to meet the principal structure setback requirements for the zoning designation of the property for which the structure is proposed to be located. With that said, the City's Zoning Code provides modified setback requirements for accessory structures for all zoning districts. Section 23.01(10) of the City's Zoning Code allows a minimum three-foot side and rear setback for an accessory building provided that 1.) the structure is separated at least ten feet from the principal structure that is located on the property and 2.) that the height of the structure does not exceed 15 feet.

The subject property is located within the "R-TND" Traditional Neighborhood Overlay District. The "R-TND" Overlay District, created in the early-2000s as a result of then-newly adopted comprehensive planning and smart growth legislation in Wisconsin, is intended to allow for the development and redevelopment of land consistent with design principles found within a specific traditional neighborhood. For properties within the "R-TND" District, lesser setbacks are available, via a conditional use permit, to construct an accessory structure. Said conditional use setback requirements are found below.

### *Ch. 23.02(1)(h)(3) Conditional Use Setback Requirements*

#### *Detached Garage*

- *Street front setback – 20 feet*
- *Corner side yard – 12 feet, with no access to a public street*
- *Interior side yard – 1 foot*
- *Rear yard – 1 foot*

The applicant is requesting a one-foot setback from the north and west lot lines. As the subject property is located within the “R-TND” District, a conditional use permit is required to allow for the requested setback. An analysis of this request relative to the City’s fourteen standards for reviewing a conditional use request are outlined below.

## Standards of Review – Conditional Use Permit

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

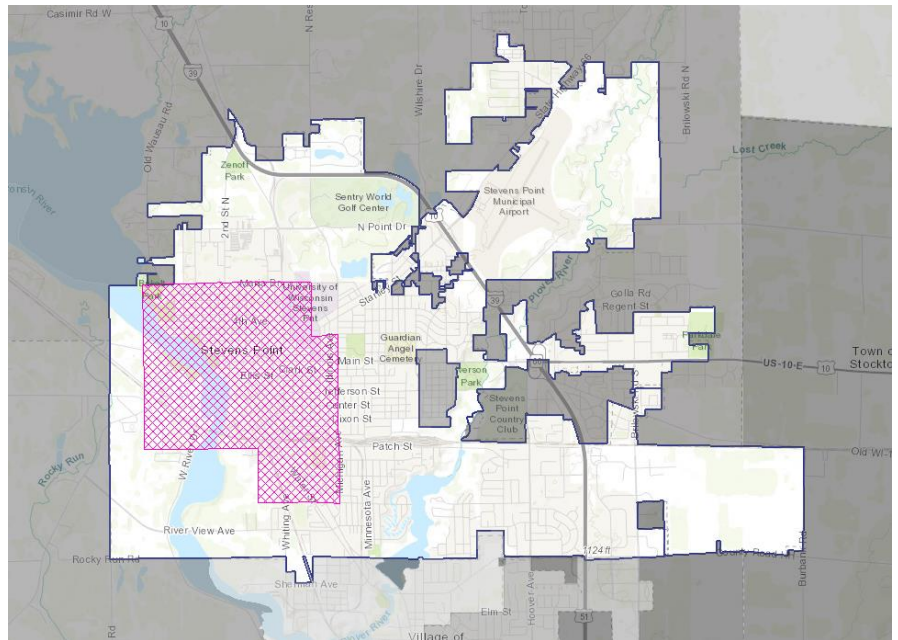
**Analysis:** The proposed use is consistent with the City’s Comprehensive Plan and the existing surrounding uses are unlikely to be negatively impacted by this request. The proposed accessory structure is customary for residential uses in the city, and its location in the rear yard of the subject property will better shield its visibility from Wisconsin Street. Although the proposed structure is proposed to have a one-foot side and rear setback, building codes will apply for the construction of this garage to provide additional safeguards to adjacent properties.

**Findings:** The subject property, zoned “R-3” Single- and Two-Family Residential, permits the construction of accessory structures so long as the cumulative size of all structures on the property do not exceed 900 square feet. Staff does not believe the proposed conditional use permit with the conditions outlined above would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.

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

**Analysis:** The construction of an accessory structure is permitted on the subject property so long as the size and location standards found within the Zoning Code are met.

**Findings:** Single- and two-family residential uses surround the subject property, most with their own accessory structures. Staff believes that the construction of an accessory structure would not be contrary to uses allowed within the “R-3” District.



**“R-TND” Traditional Neighborhood Overlay District**

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

**Analysis:** The respective area is in an established and developed area of the city. The City’s Comprehensive Plan identifies this area for residential uses (i.e., single-family and two-family residential uses).

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

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

**Analysis:** The applicant is planning to utilize the same siding material on the accessory structure as what exists on the house. An overhead door is proposed on the front elevation of the structure, while windows are planned along the side elevations. Dormer windows are being consider, however are not finalized at this time.



**Findings:** Staff believes that this standard is met. The purpose of the “R-TND” District, in part, is to ensure that street elevations on primary and accessory buildings does not consist of a blank wall, but rather architectural elements such as doors and windows. By having an overhead door, along with a variety of exterior wall materials and an improved fenestration pattern, staff believes that the appearance of this structure will be similar to garages constructed on other residential lots in the city.

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

**Analysis:** Utility connections are not planned as part of this development. If needed in the future, appropriate connections exist off of Wisconsin Street. Access to the proposed garage will be via an existing driveway located off of Wisconsin Street. Given the reduced size allowed for accessory structures on the subject property (plus or minus 200 sq ft), drainage issues are not anticipated that warrants additional stormwater controls on the subject property.

**Findings:** Staff believes that this standard is met.

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

**Analysis:** The proposed use will be serviced by an existing driveway off of Wisconsin Street.

**Findings:** Staff believes that access is appropriate and is not anticipated to incur additional traffic congestion on Wisconsin Street.

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

**Analysis:** The City’s 2005 Comprehensive Plan Future Land Use Map has identified the subject property for residential (i.e., single- and two-family) uses. The subject property is zoned “R-3” Single- and Two-Family Residential. According to the City’s Zoning Code, the intent of the “R-3” District is 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.”



**Findings:** Staff believes that this request meets the intent of the “R-3” District as garages are intended to support single- and two-family residential living.

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

**Analysis:** This conditional use request is seeking to construct an accessory structure with a one-foot setback side and rear setback.

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

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

**Analysis:** N/A

**Findings:** N/A

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

**Analysis:** Vehicular and pedestrian access to the site is off of Wisconsin Street.

**Findings:** As additional traffic is not anticipated as part of constructing this accessory structure, staff believes that access to the property is appropriate.

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

- a. **The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

**Analysis:** While utility connections for the subject property exists off of Wisconsin Street, access to utility infrastructure is not proposed as part of the proposed development.

**Findings:** This standard is met.

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

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

**Analysis:** Mechanical equipment is not proposed as part of this proposed use.

**Findings:** This standard is met.

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

**Analysis:** While exterior light fixtures are proposed on the garage's south-facing wall, the setback provided from Wisconsin Street should minimize light pollution onto the public right-of-way.

**Findings:** This standard is met.

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

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

**Findings:** The use should not create excessive noise.

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

**Analysis:** N/A

**Findings:** N/A

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



## APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

### ADMINISTRATIVE SUMMARY (Staff Use Only)

<b>Application #</b>		<b>Date Submitted</b>		<b>Fee Required</b>		<b>Fee Paid</b>	
<b>Associated Applications if Any</b>				<b>Assigned Case Manager</b>			
<b>Pre-Application Conference Date</b>				<b>Conditional Use Permit Request</b>	<b>Use Amend</b>		

### APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? )	
<b>Applicant Name</b>	Dustin Haugen	<b>Contact Name</b>	Same As Applicant
<b>Address</b>	1208 Wisconsin St.	<b>Address</b>	
<b>City, State, Zip</b>	Stevens Point, WI, 54481	<b>City, State, Zip</b>	
<b>Telephone</b>	920-737-0574	<b>Telephone</b>	
<b>Fax</b>		<b>Fax</b>	
<b>Email</b>		<b>Email</b>	

### OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? )		PROPERTY OWNER 2 INFORMATION (If Needed)	
<b>Owner's Name</b>		<b>Owner's Name</b>	Kristina Sneshkoff
<b>Address</b>		<b>Address</b>	1208 Wisconsin Street
<b>City, State, Zip</b>		<b>City, State, Zip</b>	Stevens Point, WI 54481
<b>Telephone</b>		<b>Telephone</b>	607-331-3987
<b>Fax</b>		<b>Fax</b>	
<b>Email</b>		<b>Email</b>	

### PROJECT SUMMARY

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

<b>Legal Description of Subject Property</b>	
<b>Designated Future Land Use Category</b>	<b>Current Use of Property</b>
	Residential, Home
<p>Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)</p>	
<p>Garage: Designed to accommodate the small sized property.  Fence: enclosing the property to safely allow children and pet to play.  Driveway: Property currently has a gravel drive. We would like to make that a hard surface for clean and safe movement from car to home, etc.</p>	
<p>How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)</p>	

Application for a Conditional Use Permit Page 1 of 2

<p>We purchased this home because we are avid lovers of historic homes. This 1925 Craftsman style home is very appealing to us. So much so, we hope to bring back some of the original trims and treatments to make a warm and welcoming home. The design of the enhancements are directly influenced by the craftsman style.</p>	
<p>Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)</p>	
<p>Pleasing Thought Through Design,  Quality Construction,  Appropriate Materials,  Finish treatments, such as trim/paint, to match the home (which will also be freshly painted),  and finally landscaping to visually please and support the comfortable use of the home.</p> <p>As a new family in the neighborhood, we have been warmly welcomed by many neighbors. During these interactions, we have heard numerous stories expressing frustration with past ownership of the property. Neighbors disliked the negative use. Apparently there were cars on blocks, trash piled along the edges of the property, odors from human, and animal activities wafting from the home/property. And finally, the general appearance; overgrown and uncared for landscaping, etc. We hope to vastly improve and ultimately eliminate concerns by making the home beautiful with much curb appeal.</p>	
<b>Current Zoning Surrounding Subject Property</b>	
<b>North:</b>	<b>South:</b>
<b>East:</b>	<b>West:</b>
<b>Current Land Use Surrounding Subject Property</b>	
<b>North:</b>	<b>South:</b>
<b>East:</b>	<b>West:</b>

**EXHIBITS**

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

**CERTIFICATION AND SIGNATURE**

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
Dustin Haugen + Kristina Sneshkoff	10/09/2025	DJ Haugen Krissy Sneshkoff	10/09/2025

# Administrative Staff Report

## Operate a One-Unit Residence

2877 Church Street

November 3, 2025

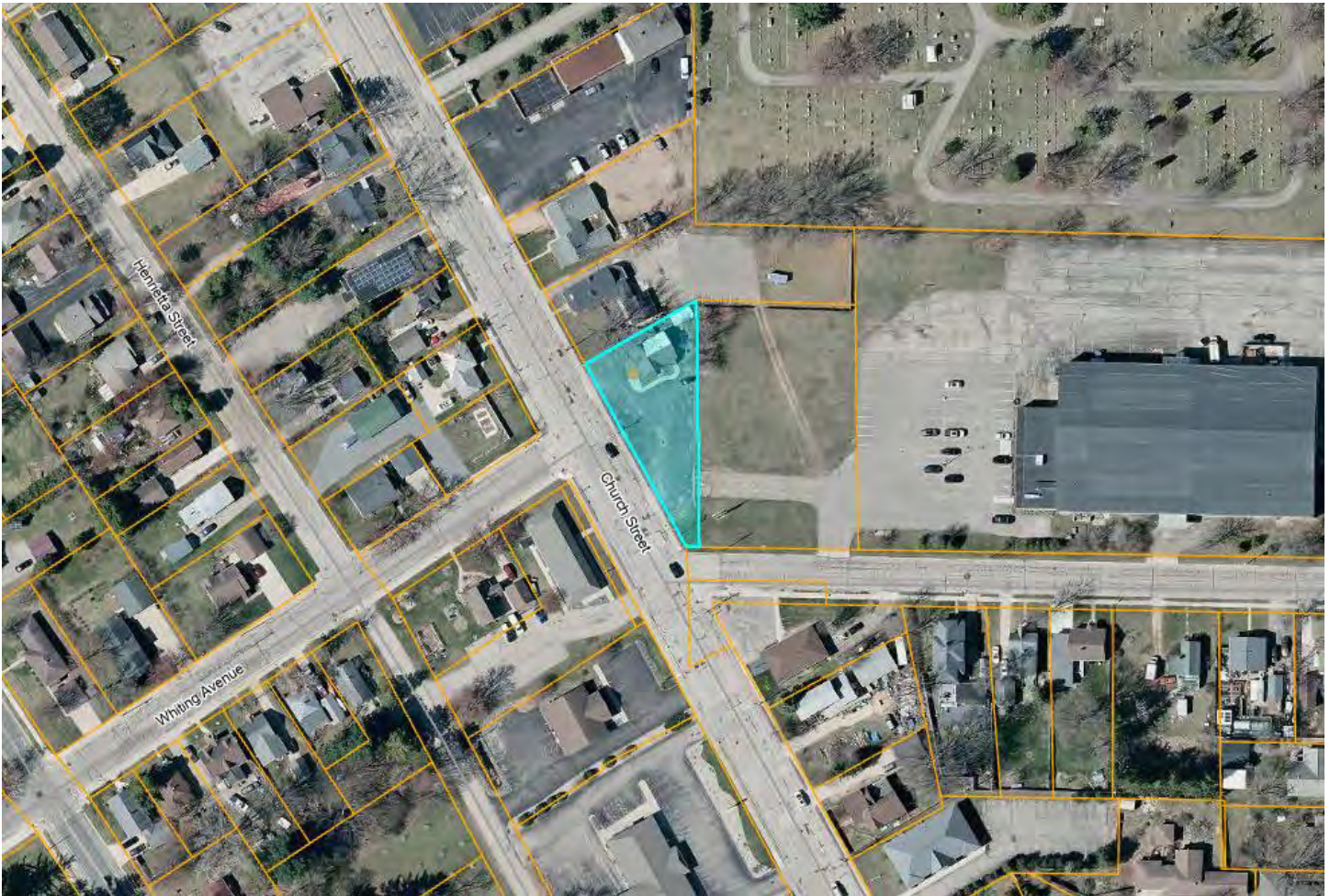


Department of Community  
Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Thomas Bushman</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Adam Kuhn, Associate Planner <a href="mailto:akuhn@stevenspoint.com">akuhn@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 281230805101713</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>• “B-4” Commercial</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Commercial / Office / Multi-Family</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 5   Ald. Birr</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>• Frontage: 197 ft.</li><li>• Depth: 121 ft.</li><li>• Lot Size: 13,365 sq. ft. (13,365 ac.)</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Residential and office</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>• 23.02(2)(a)(3)(d)</li></ul>	<p><b>Request</b></p> <ol style="list-style-type: none"><li>1. Public Hearing and action on a request from Thomas Bushman for a conditional use permit to operate a single-family residence on the property located at 2877 Church Street (Parcel ID 281230805101713), consistent with Ch. 23.02(2)(a)(3)(d).</li></ol> <p><b>Attachment(s)</b></p> <ol style="list-style-type: none"><li>1. Application</li></ol> <p><b>Findings of Fact</b></p> <ol style="list-style-type: none"><li>1. The subject property is home to an office space on the main level, along with multiple residential units within the main level and basement.</li><li>2. The subject property is zoned “B-4” Commercial. Within the “B-4” District, office spaces are a permitted use and any residential units are a conditional use. According to archival records, a conditional use was not granted for the residential use – an item that was required decades ago. Code enforcement action began with the Building Inspection Division, and the applicant is now wishing to create one residential unit in the building.</li><li>3. The applicant is interested in occupying this one-unit residence. In order for that to occur, a conditional use permit would need to be granted.</li><li>4. The Plan Commission and Common Council may attach conditions onto this request as necessary.</li></ol> <p><b>Staff Recommendation</b></p> <p>Approve the conditional use permit to operate a one-unit residence on the property located at 2877 Church Street (Parcel ID 281240832402902), subject to the following conditions:</p> <ol style="list-style-type: none"><li>1. The dwelling unit shall meet minimum occupancy and space requirements as outlined in Chapters 21 &amp; 30 of the City’s Municipal Code of Ordinances.</li><li>2. Staff shall have the ability to approve minor deviations to the project plan.</li></ol>
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## Vicinity Map

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## Background

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*Overview:* The applicant is requesting a conditional use permit to occupy a one-unit residence on the subject property. The subject property is home to an office space on the main level, along with multiple residential units within the main level and basement. “B-4” Commercial is the zoning designation of the subject property. Within the “B-4” District, office spaces are a permitted use and any residential units are a conditional use. According to archival records, a conditional use was not granted for the residential use – an item that was required decades ago. Code enforcement action began with the Building Inspection Division, and the applicant is now wishing to create one residential unit in the building. The applicant is interested in occupying this one-unit residence. In order for that to occur, a conditional use permit would need to be granted.

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

## Standards of Review – Conditional Use Permit

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

**Analysis:** The proposed use is consistent with the City’s Comprehensive Plan and the existing surrounding uses are unlikely to be negatively impacted by this request. The retail store on the main level of the building will still be a predominant land use for the subject property. Located along Church Street, the use of the subject property for both commercial and residential uses is consistent with nearby existing land uses along this street corridor. Adequate utility and road networks exist to compliment this request, with dedicated access off of Church Street.

**Findings:** The “B-4” Commercial District allows for one-unit dwellings as a conditional use. No improvements are proposed to the exterior of the building and to the site to service the proposed use. Staff does not believe the proposed conditional use permit with the conditions outlined above would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.

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

**Analysis:** One-unit dwellings are a conditional use within the “B-4” Commercial District.

**Findings:** Commercial and single-family residential land uses surround the property where it is permitted by right. Staff believes that this proposal would not pose a detriment to the existing residential neighborhood nearby.

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

**Analysis:** The respective area is in an established and developed area of the city. The City’s Comprehensive Plan identifies this area for commercial, office and multi-family residential uses.

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

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

**Analysis:** The exterior of the building is not proposed to change as part of this request.

**Findings:** Staff believes that the existing building complements both the nearby residential neighborhood to the south and the commercial corridor along Church Street.

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

**Analysis:** Utilities exist within the Church Street Right-of-Way that services the proposed use. New connections would not be necessary as the principal structure is already built to accommodate a one-unit residence. Access onto the subject property is off of Church Street.

**Findings:** Staff believes that this standard is met.

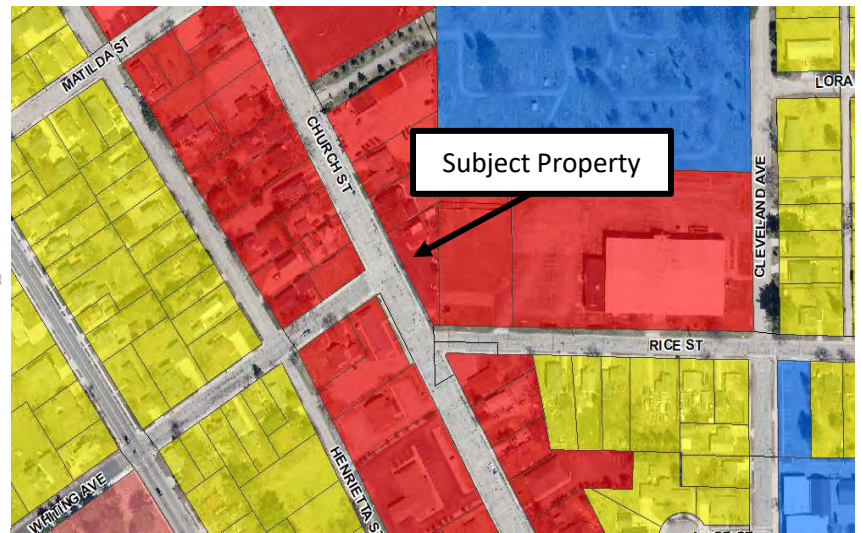
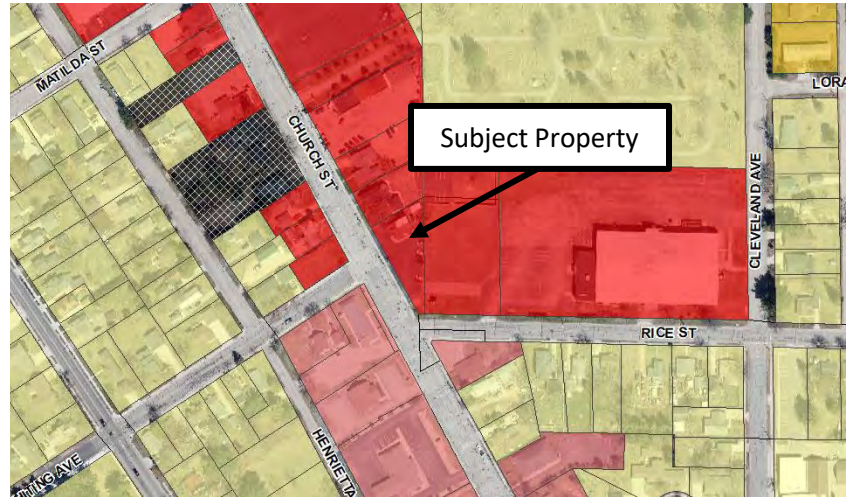
**6. Adequate measures have been, or will be taken, to provide ingress and egress so designed to minimize traffic congestion in the public streets.**

**Analysis:** The proposed use will be serviced by a parking area off of Church Street.

**Findings:** Staff believes that access is appropriate and that the proposed single-family use would not create significant issues with traffic mobility.

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

**Analysis:** The City's 2005 Comprehensive Plan Future Land Use Map has identified the subject property for commercial, office and multi-family residential uses. The subject property is zoned "B-4" Commercial. According to the City's Zoning Code, the intent of the "B-4" District is 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."

**Findings:** Staff believes that this request meets the intent of the "B-4" District as it provides both retail and residential land uses. Given the layout of the principal building, a primary land use of the subject property will be for retail purposes – further meeting the intent to allow for commercial land uses located on an adjacent arterial street (i.e., Church Street).

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

**Analysis:** This conditional use request is seeking to convert multiple nonconforming dwelling units into one housing unit. One-unit residential uses are a conditional use within the "B-4" District.

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

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

**Analysis:** One residential unit is proposed to be occupied. The proposed use would provide a similar land use intensity within adjoining properties.

**Findings:** Occupying one housing unit will not result in an over-concentration of high-density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective services systems of the community. This standard is met.

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

**Analysis:** N/A

**Findings:** N/A

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

**Analysis:** Vehicular access to the site is off of Church Street.

**Findings:** Based on the low-intensity land use that is being proposed, staff believes that access to the property is appropriate.

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

- a. The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

**Analysis:** Utility connections exist within the Church Street Right-of-Way that services the principal structure on the property.

**Findings:** As no exterior improvements are proposed as part of this request, staff believes that fire access and stormwater controls are sufficient.

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

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

**Analysis:** Mechanical equipment is not proposed as part of this proposed use.

**Findings:** This standard is met.

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

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

**Findings:** Lighting would be provided by the building.

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

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

**Findings:** The use should not create excessive noise.

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

**Analysis:** N/A

**Findings:** N/A

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



## APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

### ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	Date Submitted	Fee Required	Fee Paid
Associated Applications if Any		Assigned Case Manager	
Pre-Application Conference Date		Conditional Use Permit Request	Use <input type="checkbox"/> Amend <input type="checkbox"/>

### APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> )	
Applicant Name	THOMAS BUSHMAN	Contact Name	
Address	416 W GRAND AV	Address	
City, State, Zip	ROSHOLT, WI 54473	City, State, Zip	
Telephone	715-498-9801	Telephone	
Fax		Fax	
Email		Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> )		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	THOMAS BUSHMAN	Owner's Name	
Address	2877 CHURCH ST	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-498-9801	Telephone	
Fax		Fax	
Email		Email	

### PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
2308.05.1017.13		
Legal Description of Subject Property		
LOT 1 CSM # 2682-9. 240 BNG PRT OLT LOT 25 SWEKILL'S ADD S5 T23 R8		
Designated Future Land Use Category		Current Use of Property
Residential		Commercial
Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
<p>change from Commercial to Residential</p> <p>2877 CHURCH ST STEVENS POINT, WI 54481</p>		
How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)		

More than enough parking. lights. far enough distance to detour noise

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

We own adjacent property to the east, and Rai St or south (no houses just across street to the north there is a business, & our tenants don't have access to that part of Building, so no problem plenty of parking. Have plenty street lights

Current Zoning Surrounding Subject Property

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

**EXHIBITS**

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

**CERTIFICATION AND SIGNATURE**

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>Thomas J. Bunker</i>	9/23/25	<i>Thomas J. Bunker</i>	9/23/25

# Administrative Staff Report

**Construct Multi-Family Buildings**  
**Unaddressed Parcel off of Songbird Lane**  
**November 3, 2025**

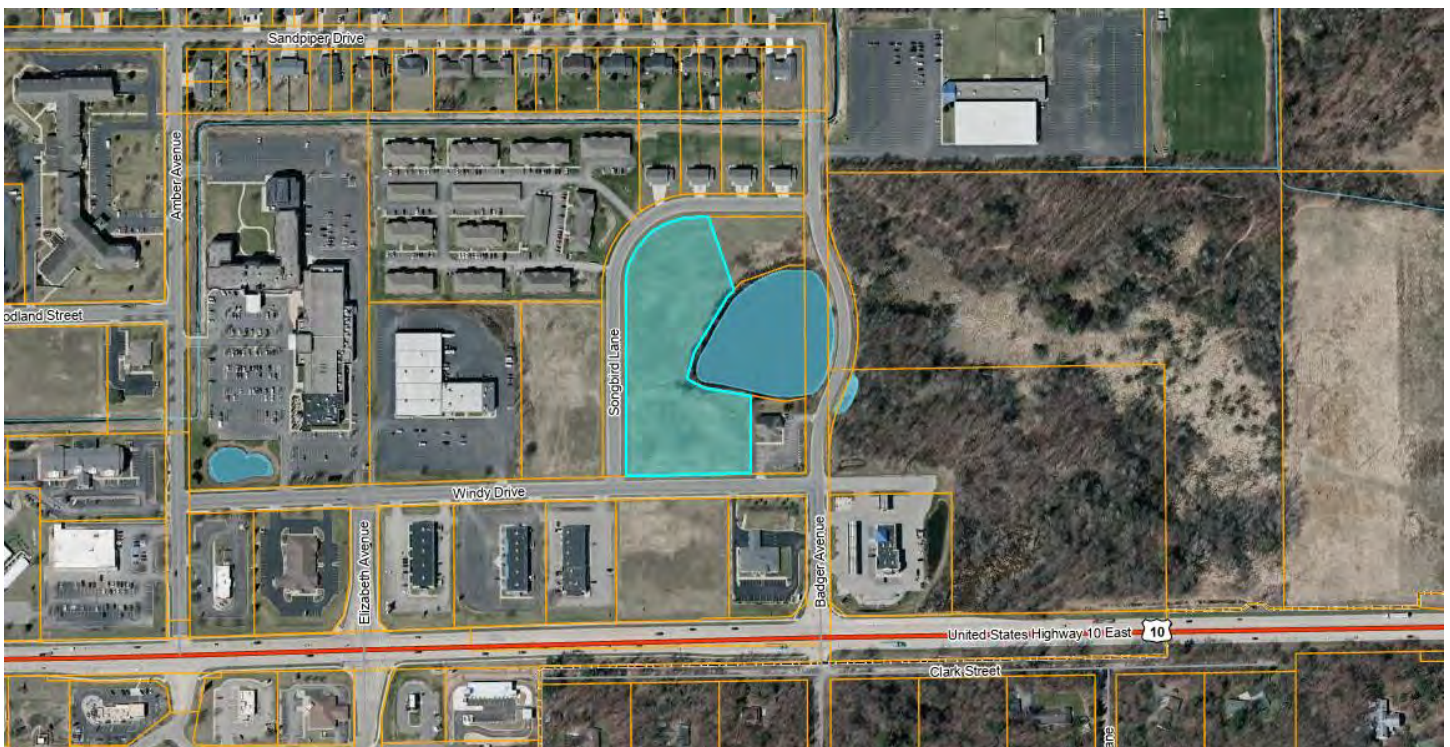


**Department of Community  
 Development**

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"> <li>• Jim Lundberg, representing Point Crossing LLC</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>• Adam Kuhn, Associate Planner  <a href="mailto:akuhn@stevenspoint.com">akuhn@stevenspoint.com</a></li> </ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"> <li>• 281240836220063</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>• “B-5” Highway Commercial</li> </ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"> <li>• Commercial/Office/Multi-Family</li> </ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"> <li>• District 7   Ald. Kneebone</li> </ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"> <li>• Lot Size: 196,463 sq. ft. (4.510 ac.)</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>• Undeveloped</li> </ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"> <li>• 23.01(14)(f)</li> <li>• 23.02(1)(f)(3)(b)</li> </ul>	<p><b>Request</b></p> <ol style="list-style-type: none"> <li>1. Public Hearing and action on a request from Jim Lundberg, representing Point Crossing LLC, for a conditional use permit to construct multiple multi-family residential buildings on an unaddressed parcel bounded by Songbird Lane (Parcel ID 281240836220063), consistent with Ch. 23.01(14)(f) &amp; Ch. 23.02(1)(f)(3)(b).</li> <li>2. A request from Jim Lundberg, representing Point Crossing LLC, for a site plan review to construct multiple multi-family residential buildings on an unaddressed parcel bounded by Songbird Lane (Parcel ID 281240836220063), consistent with Ch. 23.02(2)(e)(5).</li> </ol> <p><b>Attachment(s)</b></p> <ol style="list-style-type: none"> <li>1. Application</li> <li>2. Plans</li> </ol> <p><b>Findings of Fact</b></p> <ol style="list-style-type: none"> <li>1. The applicant is requesting to construct nine fourplexes on the subject property, along with two six-stall garage complexes.</li> <li>2. The proposed housing units would be two stories and contain a one-stall attached garage, three bedrooms and two bathrooms.</li> <li>3. Additional surface parking is provided in front of each attached garage.</li> <li>4. The subject property is zoned “B-5” Highway Commercial. Within the “B-5” District, multi-family residential development (3+ units) requires a conditional use permit. Additionally, a conditional use permit is required if more than one principal structure is on the same lot.</li> <li>5. Within the “B-5” District, new construction requires a site plan review due to the area’s adjacency to U.S. Highway 10 East.</li> <li>6. The Plan Commission and Common Council may attach additional conditions onto this request as necessary.</li> </ol> <p><b>Staff Recommendation</b></p> <p>Approve the conditional use permit and site plan review to construct multiple multi-family residential buildings on an unaddressed parcel bounded by Songbird Lane (Parcel ID 281240836220063), subject to the following conditions:</p>
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1. The final landscaping plan shall meet minimum clearview requirements as outlined in Section 23.01(17)(b)(3) of the City's Zoning Code.
2. The applicant shall submit to the City a wetland delineation report of the subject property.
3. One additional fire hydrant shall be installed, subject to the review and approval of the City Fire Marshal.
4. A maintenance agreement for the additional fire hydrant shall be executed and recorded with the Portage County Register of Deeds Office.
5. Sidewalk shall be installed along the north side of Windy Drive, meeting minimum design standards as required by the City Engineer.
6. An access agreement for utility access shall be executed and recorded with the Portage County Register of Deeds Office.
7. The proposed temporary turnaround shall meet minimum design standards as required by the City Fire Marshal.
8. A building permit shall be obtained prior to the start of construction.
9. Staff shall have the ability to approve minor amendments to the proposed project plan.

## Vicinity Map



## Background

*Overview:* The applicant is requesting to construct nine fourplexes on the subject property, along with two six-stall garage complexes. The proposed housing units would be two stories and contain a one-stall attached garage, three bedrooms and two bathrooms. Additional surface parking is provided in front of each attached garage. The subject

property is zoned “B-5” Highway Commercial. Within the “B-5” District, multi-family residential development (3+ units) requires a conditional use permit. Additionally, a conditional use permit is required if more than one principal structure is on the same lot. As the property is zoned “B-5” Highway Commercial, new construction also requires a site plan review due to the area’s adjacency to U.S. Highway 10 East.

## Standards of Review – Conditional Use Permit

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

**Analysis:** The proposed use is consistent with the City’s Comprehensive Plan and the existing surrounding uses are unlikely to be negatively impacted by this request. The proposed multi-family development is consistent with other land uses close by, and its location more than one block away from Highway 10 will better address traffic circulation in this area of the city.

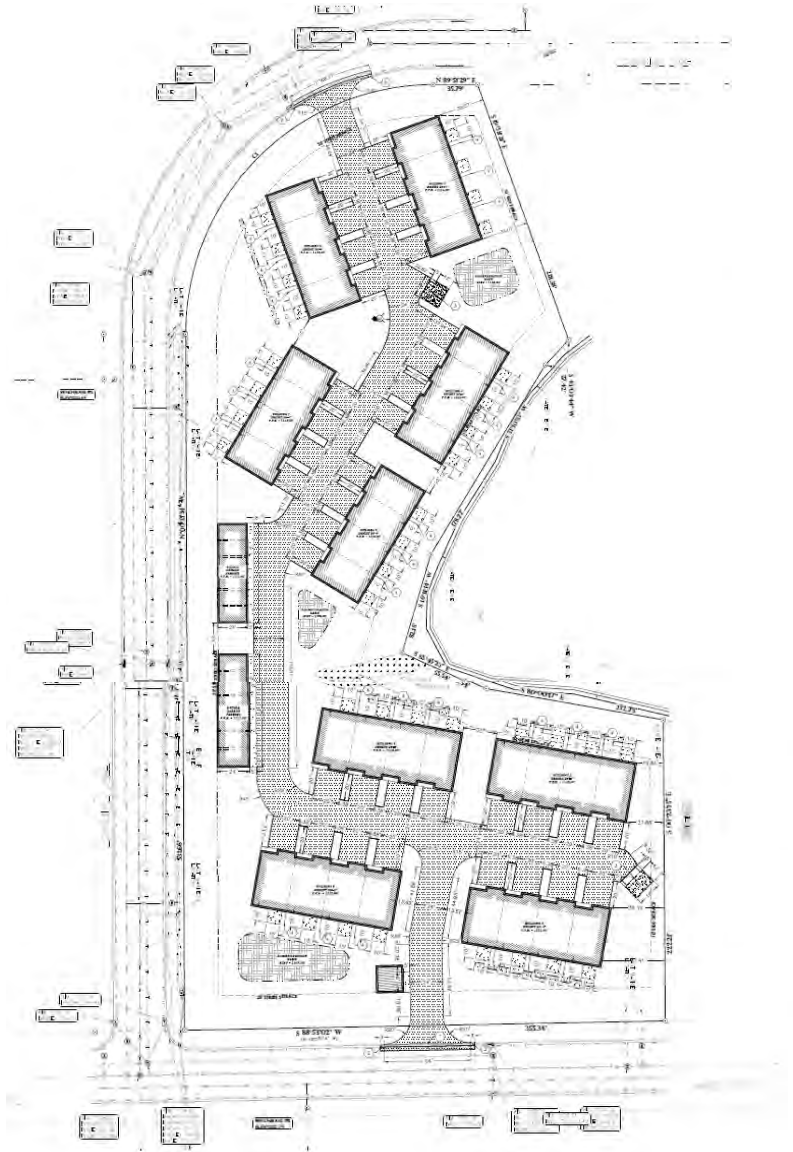
**Findings:** The subject property, zoned “B-5” Highway Commercial, permits the construction of multi-family residential buildings via a conditional use permit and site plan review. Staff does not believe the proposed conditional use permit with the conditions outlined above would be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.

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

**Analysis:** The construction of several multi-family buildings are permitted on the subject property so long as minimum performance standards in the City’s Zoning Code.

**Findings:** Multi-family residential uses and auto-centric commercial uses surround the subject property. Staff believes that the proposed development would not be contrary to uses allowed within the “B-5” District and existing uses in the general vicinity.

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



**Analysis:** The respective area is in an established and developed area of the city. The City’s Comprehensive Plan identifies this area for commercial, office and multi-family residential development.

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

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

**Analysis:** Composite siding is proposed on all structures. The multi-family buildings will have overhead garage doors, a front door and a sliding patio door on the first floor. The second floor will consist of windows for the bedrooms and bathrooms. External light fixtures are planned next to the garage door and patio door. Similar siding material is proposed for the two garage buildings.

**Findings:** Staff believes that this standard is met. The proposed building design is consistent with other multi-family development in this area of the city. An adequate roof pitch and fenestration pattern exists to provide aesthetic variation.



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

**Analysis:** Utility connections exist within the Songbird Lane and Windy Drive Right-of-Ways to support the proposed development. Access is proposed off of both Windy Drive and Songbird Lane. As this will be a phased development, access will initially be created off of Windy Drive and terminate into a temporary gravel turnaround until the final phase is complete and another access point is created off of Songbird Lane. Three infiltration basins are proposed and are scattered proportionally across the subject property.

**Findings:** Staff believes that this standard is met.

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

**Analysis:** Access is planned off of Windy Drive and Songbird Lane.

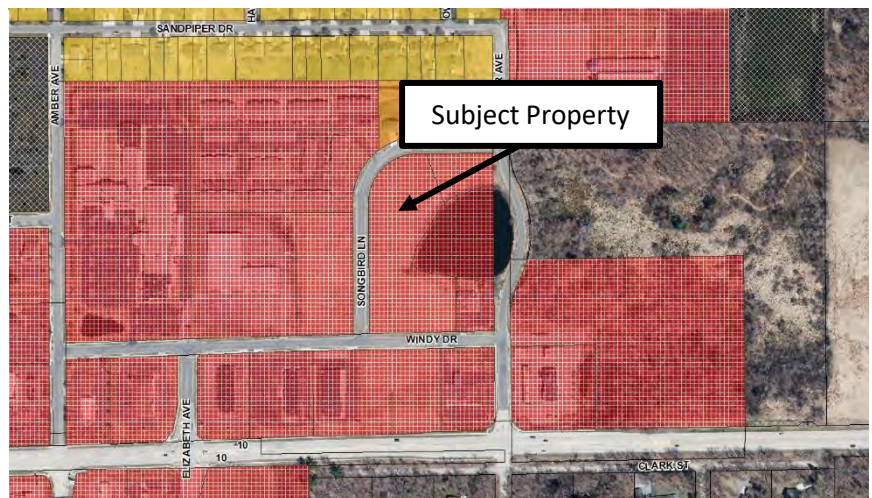
**Findings:** Staff believes that access is appropriate with the additional traffic generated from this development.

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

**Analysis:** The City’s 2005 Comprehensive Plan Future Land Use Map has identified the subject property for commercial, office and multi-family residential land uses. The subject property is zoned “B-5” Highway Commercial. According to the City’s Zoning Code, the intent of the “B-5” District is “to provide for larger retail, commercial, office, and service uses which depend upon access to major highways. This district is primarily intended to accommodate regional commercial uses requiring larger land areas than the "B-4" Commercial District and

which depend upon region-wide usage and region-wide access. It is the intent of this district to provide for open space, to prevent congestion, to protect the highway corridor, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect property values, and to create a convenient and safe commercial area.”

- Conservancy
- Low Density
- Suburban Single Family Residential
- Single Family Residential
- Single and Two Family Residential
- Multiple Family I Residential
- Multiple Family II Residential
- Neighborhood Business
- Central Business Transition
- Central Business
- Commercial
- Highway Commercial
- Light Industrial
- Heavy Industrial
- University Facilities District
- Planned Development District
- Planned Industrial Development District
- Split Zoned



**Findings:** Staff believes that this request meets the intent of the “B-5” District as garages are intended to support the proposed development.

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

**Analysis:** This conditional use request is seeking to construct multiple multi-family residential buildings on the subject property.

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

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

**Analysis:** 36 housing units would be created as part of this proposed development. Staff believes that 36 additional units, and roughly 62 additional persons residing on the subject property based on average household size, should not pose an adverse impact on the surrounding neighborhood, social and protective services that cover this area.

**Findings:** This standard is met.

- 10. Access to the site shall be safe.**

**Analysis:** Vehicular access is off of Songbird Lane and Windy Drive. As a condition of approval, sidewalk is required to be installed on the north side of Windy Drive to support pedestrian access for this development.

**Findings:** With 36 housing units being served by two access points, staff believes that access to the property is appropriate.

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

- a. The Public Works Director, Police Chief and Fire Chief shall determine whether there is adequate sanitary sewer, portable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

**Analysis:** Utility connections exist to support the proposed development. Adequate stormwater controls are proposed in the site plan, and the surrounding road network is designed to support emergency services.

**Findings:** This standard is met.

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

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

**Analysis:** Two trash enclosures are proposed – one on the north end of the subject property and the other close to Windy Drive.

**Findings:** The proposed trash enclosures are screened from public view based on the location of residential buildings and additional landscaping being planted.

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

**Analysis:** Light fixtures are proposed on the front and rear elevations for each housing unit. No light fixtures are proposed in the parking lot.

**Findings:** Staff believes that the created light should not be intrusive to neighboring properties.

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

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

**Findings:** The use should not create excessive noise.

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

**Analysis:** Trees are proposed to be planted along both street frontages, and shrubs are proposed in front of each housing unit.

**Findings:** Staff believes that an adequate amount of landscaping is proposed to provide character to the property.

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

## **Standards of Review – Site Plan Review**

---

**1. Setbacks.**

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

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

<i>Lot Line</i>	<b>B-5 Setback Requirements</b>	<b>Proposed Setbacks</b>
<i>Street</i>	40 feet – U.S. Highway 10 East 25 feet – Brilowski Road	25 feet off of Songbird Lane 43 feet off of Windy Drive
<i>Side</i>	10 feet	23 feet
<i>Rear</i>	20 feet	30 feet

**2. Density.**

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

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

**3. Building Height.**

**Analysis:** Building walls will be over 18 feet in height and will have a 4/12 roof pitch.

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

**4. Access and Internal Traffic Flow.**

**Analysis:** Two access points are proposed – one off of Songbird Drive and the other off of Windy Drive. As noted earlier, access will initially be created off of Windy Drive and terminate into a temporary turnaround until subsequent construction phases are completed. After the third and final construction phase is complete, the access off of Songbird Lane will be created. An internal driveway will service the proposed buildings and meets minimum width requirements in the City’s Zoning Code.

**Findings:** Staff believes that the driveway is built appropriately to handle the additional traffic volume expected within this development.

**5. Parking.**

**Analysis:** 63 parking stalls are required. 48 parking stalls are provided, which includes the attached garages and two six-stall garage complexes. 36 additional outdoor parking stalls are provided next to each housing unit.

**Findings:** The amount of off-street parking provided meets minimum parking requirements in the City’s Zoning Code.



## APPLICATION FOR A SITE PLAN REVIEW

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

### ADMINISTRATIVE SUMMARY (Staff Use Only)

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

### APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> )	
Applicant Name	Jim Lundberg	Contact Name	
Address	4941 Kirschling Ct.	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	(715) 344-9999	Telephone	
Fax		Fax	
Email		Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Point Crossing LLC - Self: Hornung	Owner's Name	
Address	P.O. Box 537	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	(715) 347-7384	Telephone	
Fax		Fax	
Email		Email	

### PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281240836220063		
Legal Description of Subject Property		
Lot 2 CSM # 011456 DOC-871489 BNG PART LOT 5 PARKDALE SUB 4.510A 907196		
Area of Subject Property (Acres/Sq Ft)		
4.51		
Current Zoning District(s)		
B5		

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
R4	Vacant Lot	Multi-Unit Residential Development

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

The subject property is currently a vacant lot with no existing structures or active use. The proposed development plan includes the construction of multi-unit residential buildings supported by on-site parking facilities. In addition, stormwater management measures will be incorporated to ensure compliance with regulatory requirements and to responsibly address site runoff. At this time, no construction start date has been determined, and the project remains in the planning stage.

**Current Zoning Surrounding Subject Property**

North:	R4 - Multiple Family	South:	B5 - Highway Commercial
East:	B5 - Highway Commercial	West:	B5 - Highway Commercial

**Current Land Use Surrounding Subject Property**

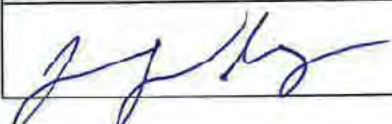
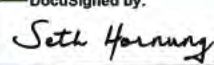
North:	Residential	South:	Undeveloped Lot
East:	Residential	West:	Undeveloped Lot

**EXHIBITS**

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

**CERTIFICATION AND SIGNATURE**

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	10/8/2025	DocuSigned by:  0ED2A15DE4D54A5...	10/27/2025



## APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

### ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications if Any				Assigned Case Manager			
Pre-Application Conference Date				Conditional Use Permit Request	Use	<input type="checkbox"/>	Amend
					<input type="checkbox"/>		

### APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> )	
Applicant Name	Jim Lundberg	Contact Name	
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### OWNERSHIP INFORMATION

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Owner's Name	Point Crossing LLC - Seth Hornung	Owner's Name	
Address	P.O. Box 537	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	(715) 347-7384	Telephone	
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<b>Designated Future Land Use Category</b>		<b>Current Use of Property</b>
Multi-Unit Residential Development		Vacant Lot
<b>Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)</b>		
<p>The subject property is currently a vacant lot with no existing structures or active use. The proposed development plan includes the construction of multi-unit residential buildings supported by on-site parking facilities. In addition, stormwater management measures will be incorporated to ensure compliance with regulatory requirements and to responsibly address site runoff. At this time, no construction start date has been determined, and the project remains in the planning stage.</p>		
<b>How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)</b>		

--

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

Construction activities will follow best management practices for erosion, dust, and noise control to further limit temporary impacts. In addition, stormwater management facilities will be designed to capture and treat runoff on-site, preventing adverse drainage effects on neighboring properties. These steps are intended to ensure the proposed development integrates responsibly into its surroundings.

**Current Zoning Surrounding Subject Property**

<b>North:</b>	R4 - Multiple Family	<b>South:</b>	B5 - Highway Commercial
<b>East:</b>	B5 - Highway Commercial	<b>West:</b>	B5 - Highway Commercial

**Current Land Use Surrounding Subject Property**


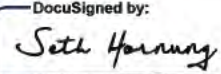
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<b>Utility Plan</b>	<input checked="" type="checkbox"/>	
<b>Landscape Plan (including any equivalent alternative landscaping requests)</b>	<input checked="" type="checkbox"/>	
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Signature of Applicant	Date	Signature of Property Owner(s)	Date
	10/3/2025	DocuSigned by: 	10/27/2025



Point of Beginning

4941 Kirschling Court, Stevens Point, WI 54481  
1497 6th Street - Suite C, Green Bay, WI 54304  
1261 W Main Street - Suite 102, Sun Prairie, WI 53590

October 3, 2025

City of Stevens Point  
Attn: Alderperson Mary Kneebone  
1515 Strongs Avenue  
Stevens Point, WI 54481

RE: 0 SONGBIRD LN STEVENS POINT WI 54482 - Project Notice

Alderperson Kneebone,

Point Crossing LLC is proposing the construction of nine (9) four-unit residential buildings on a currently undeveloped lot at 0 Songbird Lane. The development will also provide dedicated parking facilities for residents.

If you have any questions, please feel free to contact me.

Sincerely,

James Lundberg, P.E.  
Director of Engineering  
Point of Beginning, Inc.

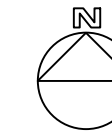
# RESIDENTIAL DEVELOPMENT

0 SONGBIRD LANE  
CITY OF STEVENS POINT  
PORTAGE COUNTY, WISCONSIN



**STEVENS POINT, WISCONSIN**

NO SCALE



## OWNER INFORMATION

POINT CROSSING LLC  
PO BOX 537 STEVENS POINT WI 54481

## CIVIL SHEET INDEX:

- C1.0 DEMOLITION PLAN
- C1.1 DEMOLITION PLAN
- C2.0 LAYOUT PLAN
- C2.1 LAYOUT PLAN
- C3.0 GRADING PLAN
- C3.1 GRADING PLAN
- C4.0 EROSION CONTROL PLAN
- C4.1 EROSION CONTROL PLAN
- C5.0 UTILITY PLAN
- C5.1 UTILITY PLAN

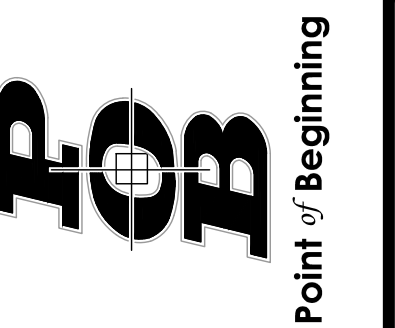
REVISIONS

CHECKED:	JJL
DRAWN:	MAJ
DATE:	09/22/2025
PROJECT NO.:	25.0072

**COVER SHEET**

**POINT CROSSING LLC**  
**Songbird Land Development**  
**STEVENS POINT**  
**PORTAGE, WI**

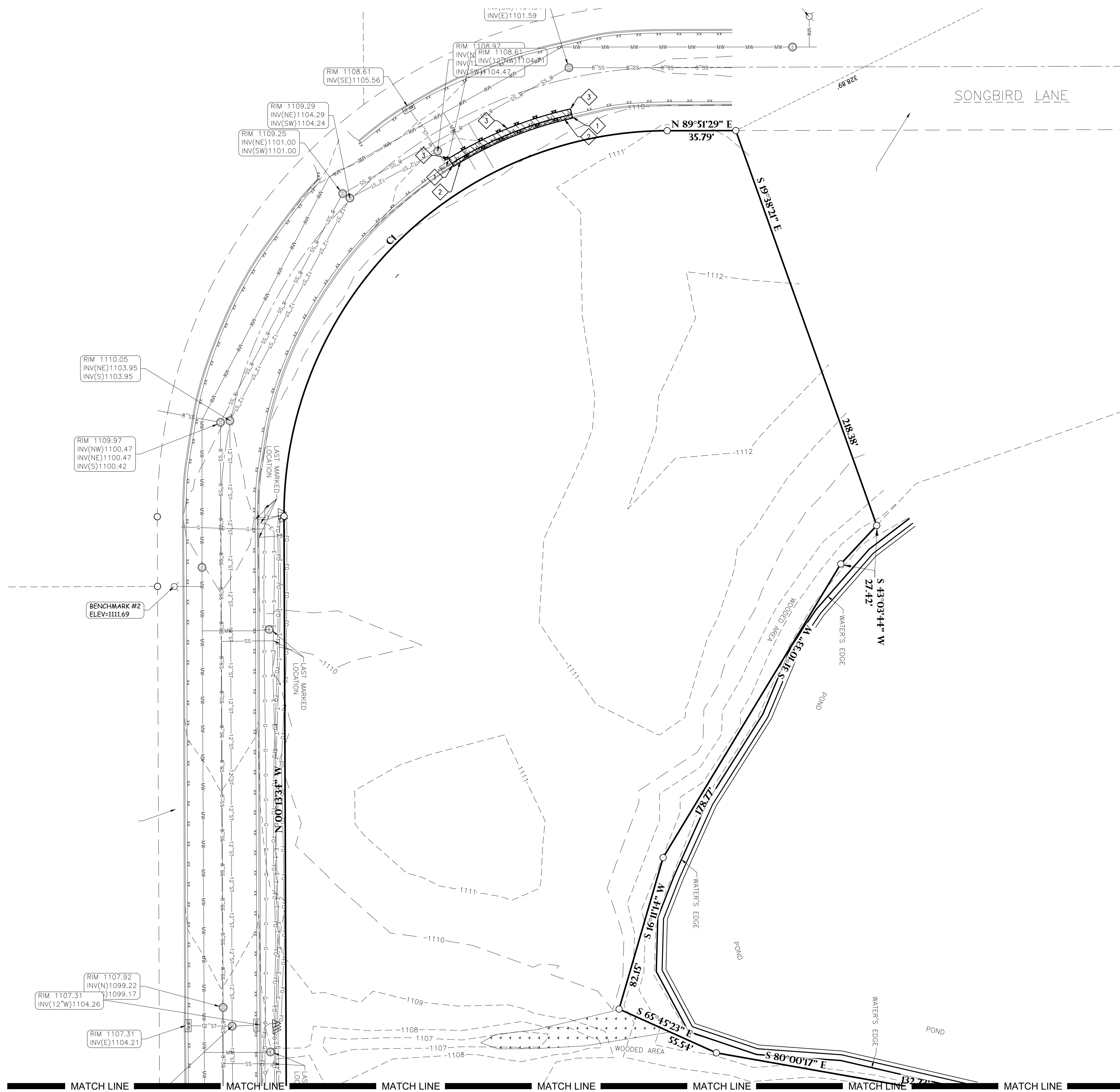
Civil Engineering  
Land Surveying  
Landscape Architecture  
4941 Kirschling Court  
Stevens Point, WI 54481  
715.344.9999 (Ph) 715.344.9922 (Fx)



SHEET  
**C0.0**

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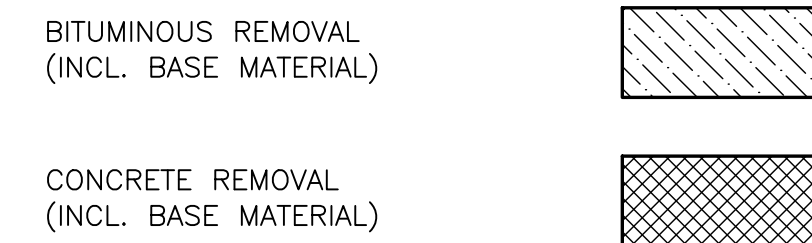
**GENERAL NOTES:**

1. CONTRACTOR SHALL LOCATE ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO COMMENCEMENT OF WORK.
2. ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN A LEGAL MANNER EXCEPT FOR THOSE ITEMS NOTED TO BE SALVAGED, WHICH SHOULD BE TURNED OVER TO THE OWNER.
3. INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES FOR PERIMETER PROTECTION PRIOR TO THE START OF DEMOLITION/CONSTRUCTION, IN ACCORDANCE WITH THE LOCAL AND STATE GOVERNING AUTHORITIES.
4. BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO THE BID DATE.
5. ANY EXISTING PUBLIC & PRIVATE UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED, AND/OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR.
6. COORDINATE ALL PRIVATE & PUBLIC UTILITY REMOVAL, DISCONNECTION, &/OR RECONNECTION WITH RESPECTIVE UTILITY COMPANIES PRIOR TO BEGINNING WORK.
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9. STRIP TOPSOIL WITHIN THE PROJECT LIMITS IN ACCORDANCE WITH THE PROJECT MANUAL SPECIFICATIONS.
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11. PRIOR TO PERFORMING WORK WITHIN PUBLIC RIGHT OF WAYS, NOTIFY AND COORDINATE WORK WITH THE LOCAL MUNICIPALITY.
12. MAINTAIN TRAFFIC CIRCULATION TO ALL NEIGHBORING PROPERTIES SHOWN ON THIS DOCUMENT. COORDINATE ALL WORK WITH NEIGHBORING PROPERTY OWNERS.

**KEYNOTES:**

1. SAWCUT EXISTING CONCRETE CURBING
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**DEMOLITION HATCH PATTERNS:**



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**UTILITY DISCLAIMER:**

THE LOCATIONS, SIZES, AND TYPES OF UNDERGROUND PUBLIC AND PRIVATE UTILITIES OR SUBSTRUCTURES SHOWN HEREON WERE OBTAINED FROM VISUAL INSPECTION, FIELD MEASUREMENTS, AND/OR AS-BUILT PLANS. SANITARY SEWER AND STORM SEWER PIPE SIZES, INVERTS, DIRECTION, AND LOCATIONS BETWEEN MANHOLES ARE SUPPLEMENTED BY AS-BUILT PLANS AND/OR ESTIMATED BASED ON FIELD OBSERVATIONS. PRIOR TO CONSTRUCTION IN THE VICINITY OF ANY UTILITIES SHOWN HEREON, IT IS RECOMMENDED THAT THE LOCATIONS, DEPTHS, AND SIZES BE FIELD VERIFIED. THE LOCATIONS SHOWN HEREON ARE ONLY APPROXIMATE, WITH POSSIBILITY THAT ADDITIONAL UTILITY LINES NOT DISCOVERED, OR MARKED, DURING THE SEARCH OF RECORDS AND THE FIELD SURVEY MAY EXIST. ANY CONTRACTOR USING THE INFORMATION SHOWN HEREON IS HEREBY FOREWARNED THAT ANY EXCAVATION UPON THIS SITE MAY RESULT IN THE DISCOVERY OF ADDITIONAL UNDERGROUND UTILITIES NOT SHOWN HEREON. IN GENERAL, UNDERGROUND UTILITY LOCATIONS ARE SHOWN FROM UTILITY MARKINGS, BY OTHERS, AND/OR AS-BUILT PLANS, PROVIDED BY OTHERS. POINT OF BEGINNING MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE EXISTING UTILITIES SHOWN HEREON, AND BELIEVES THAT THE INFORMATION CONTAINED HEREIN IS RELIABLE AND GENERALLY ACCURATE FOR THE PURPOSE INTENDED.

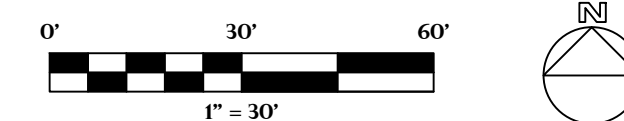
**BENCHMARK:**

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

**BENCHMARK #1**  
BURY BOLT ON HYDRANT, LOCATED ON THE SOUTH SIDE OF WINDY DRIVE, APPROXIMATELY 530 FEET EAST OF THE INTERSECTION OF WINDY DRIVE AND SONGBIRD LANE. ELEVATION = 1110.74

**BENCHMARK #2**  
BURY BOLT ON HYDRANT, LOCATED ON THE WEST SIDE OF SONGBIRD LANE, APPROXIMATELY 530 FEET NORTH OF THE INTERSECTION OF SONGBIRD LANE AND WINDY DRIVE. ELEVATION = 1111.69

**BENCHMARK #3**  
BURY BOLT ON HYDRANT, LOCATED ON THE NORTH SIDE OF SONGBIRD LANE, APPROXIMATELY 445 FEET NORTHEAST OF BENCHMARK #2. ELEVATION = 1112.19



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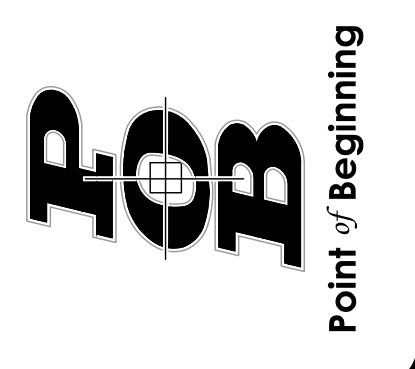
© 2025 POINT OF BEGINNING, INC.

REVISIONS	
CHECKED:	JUL
DRAWN:	MAJ
DATE:	09/22/2025
PROJECT NO.	25.0072

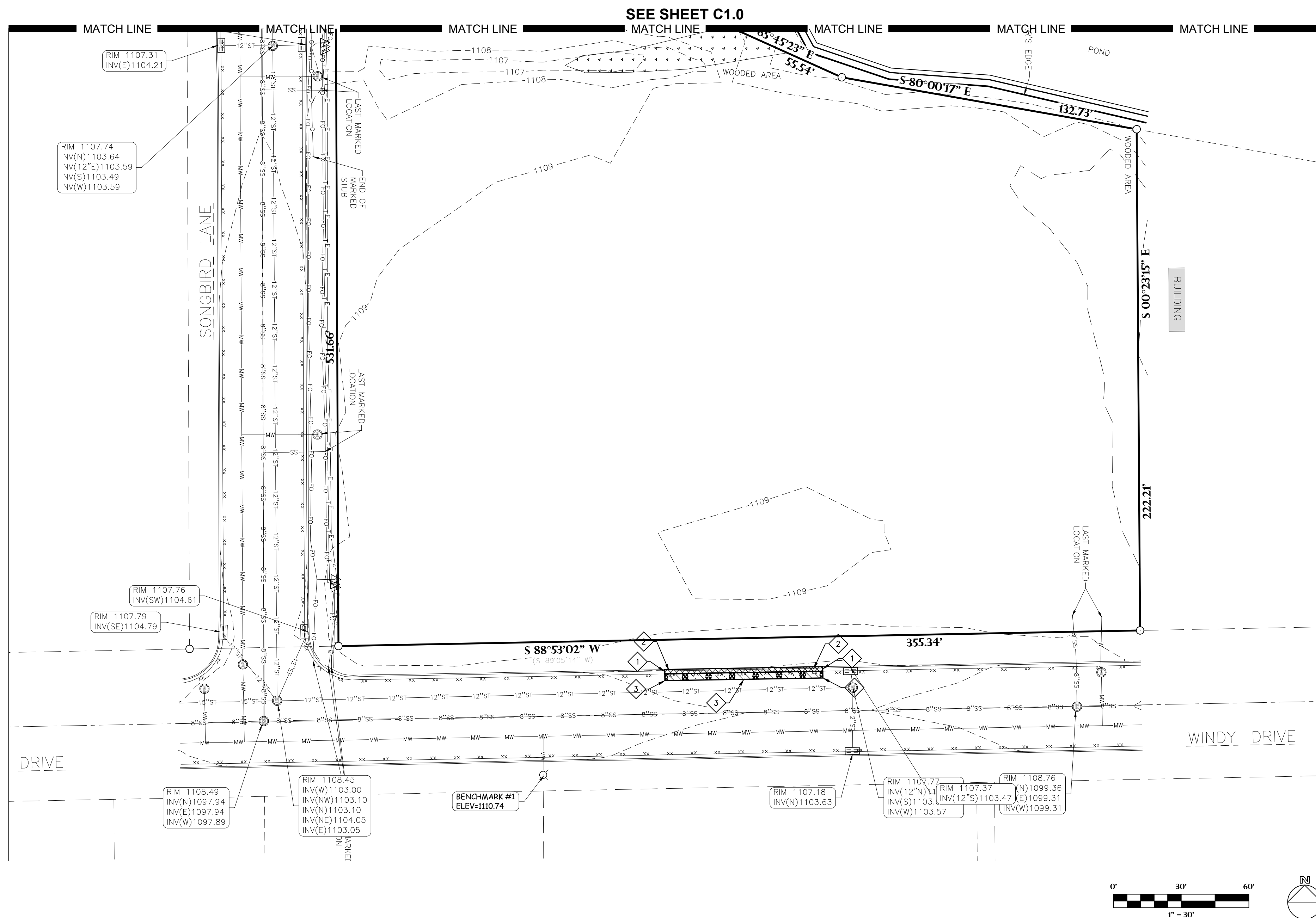
**DEMOLITION PLAN**

**POINT CROSSING LLC**  
Songbird Land Development  
STEVENS POINT  
PORTAGE, WI

Civil Engineering  
Land Surveying  
Landscape Architecture  
4941 Kirschling Court  
Stevens Point, WI 54481  
715.344.9999 (PH) 715.344.9922 (FX)



**SHEET C1.0**



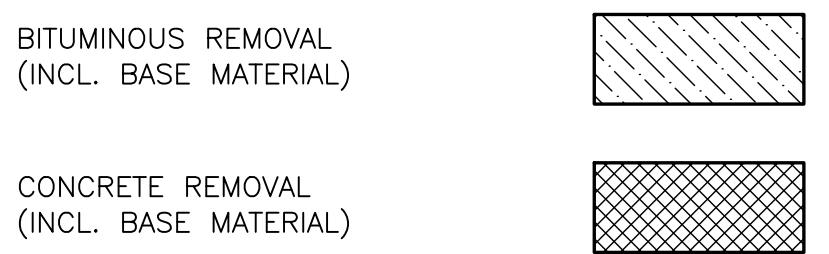
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**DEMOLITION HATCH PATTERNS:**



**UTILITY DISCLAIMER:**

THE LOCATIONS, SIZES, AND TYPES OF UNDERGROUND PUBLIC AND PRIVATE UTILITIES OR SUBSTRUCTURES SHOWN HEREON WERE OBTAINED FROM VISUAL INSPECTION, FIELD MEASUREMENTS, AND/OR AS-BUILT PLANS. SANITARY SEWER AND STORM SEWER PIPE SIZES, INVERTS, DIRECTION, AND LOCATIONS BETWEEN MANHOLES ARE SUPPLEMENTED BY AS-BUILT PLANS AND/OR ESTIMATED BASED ON FIELD OBSERVATIONS. PRIOR TO CONSTRUCTION IN THE VICINITY OF ANY UTILITIES SHOWN HEREON, IT IS RECOMMENDED THAT THE LOCATIONS, DEPTHS, AND SIZES BE FIELD VERIFIED. THE LOCATIONS SHOWN HEREON ARE ONLY APPROXIMATE, WITH POSSIBILITY THAT ADDITIONAL UTILITY LINES NOT DISCOVERED, OR MARKED, DURING THE SEARCH OF RECORDS AND THE FIELD SURVEY MAY EXIST. ANY CONTRACTOR USING THE INFORMATION SHOWN HEREON IS HEREBY FOREWARNED THAT ANY EXCAVATION UPON THIS SITE MAY RESULT IN THE DISCOVERY OF ADDITIONAL UNDERGROUND UTILITIES NOT SHOWN HEREON. IN GENERAL, UNDERGROUND UTILITY LOCATIONS ARE SHOWN FROM UTILITY MARKINGS, BY OTHERS, AND/OR AS-BUILT PLANS, PROVIDED BY OTHERS. POINT OF BEGINNING MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE EXISTING UTILITIES SHOWN HEREON, AND BELIEVES THAT THE INFORMATION CONTAINED HEREIN IS RELIABLE AND GENERALLY ACCURATE FOR THE PURPOSE INTENDED.

**BENCHMARK:**

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

**BENCHMARK #1**  
BURY BOLT ON HYDRANT, LOCATED ON THE SOUTH SIDE OF WINDY DRIVE, APPROXIMATELY 125 FEET EAST OF THE INTERSECTION OF WINDY DRIVE AND SONGBIRD LANE. ELEVATION = 1110.74

**BENCHMARK #2**  
BURY BOLT ON HYDRANT, LOCATED ON THE WEST SIDE OF SONGBIRD LANE, APPROXIMATELY 530 FEET NORTH OF THE INTERSECTION OF SONGBIRD LANE AND WINDY DRIVE. ELEVATION = 1111.69

**BENCHMARK #3**  
BURY BOLT ON HYDRANT, LOCATED ON THE NORTH SIDE OF SONGBIRD LANE, APPROXIMATELY 445 FEET NORTHEAST OF BENCHMARK #2. ELEVATION = 1112.19

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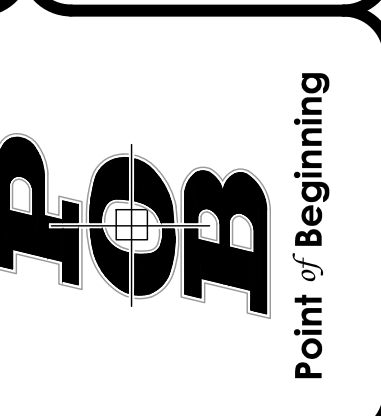
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DRAWN:	MAJ
DATE:	09/22/2025
PROJECT NO.:	25.0072

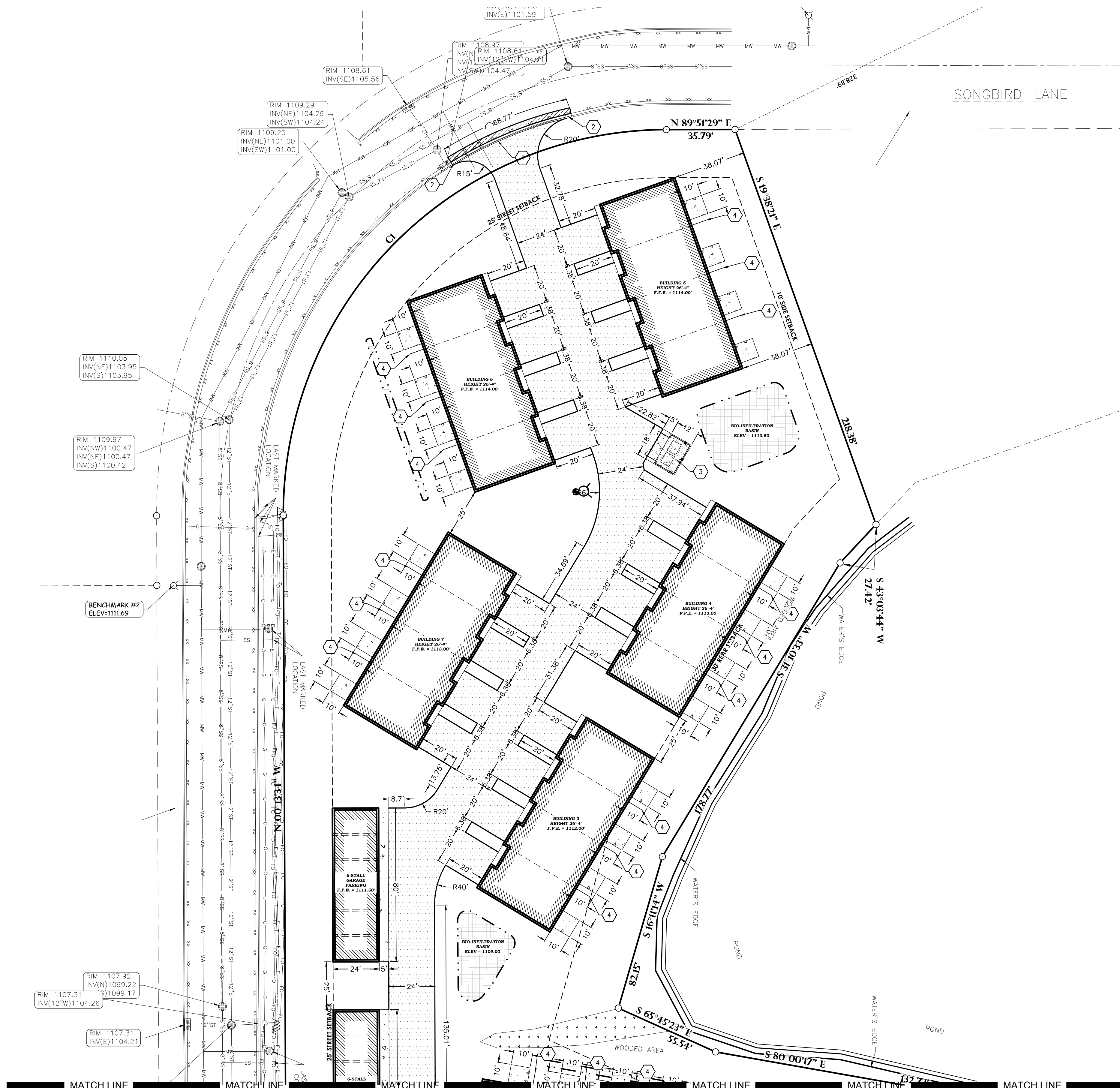
**DEMOLITION PLAN**

**POINT CROSSING LLC**  
Songbird Land Development  
**STEVENS POINT**  
PORTAGE, WI

Civil Engineering  
Land Surveying  
Landscape Architecture  
4941 Kirschling Court  
Stevens Point, WI 54481  
715.344.9999 (PH) 715.344.9922 (FX)



SHEET **C1.1**



**GENERAL NOTES:**

1. CONTRACTOR SHALL LOCATE ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO COMMENCEMENT OF WORK.
2. GRADE, LINE, AND LEVEL TO BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
3. ALL REQUIRED EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH LOCAL MUNICIPAL AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
4. SEE SHEET C4.0 & C4.1 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
5. ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR.
6. VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
7. BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO THE BID DATE.
8. PRIOR TO STARTING WORK, VERIFY WITH THE LOCAL AUTHORITIES THAT ALL REQUIRED PERMITS HAVE BEEN ACQUIRED.
9. COORDINATE CONSTRUCTION IN THE RIGHT OF WAY WITH THE LOCAL AUTHORITIES.
10. PROVIDE PROPER BARRICADES, SIGNS, AND TRAFFIC CONTROL TO MAINTAIN THRU TRAFFIC ALONG ADJACENT STREETS IN ACCORDANCE WITH LOCAL MUNICIPAL REQUIREMENTS.
11. SIDEWALK JOINTS SHALL BE INSTALLED AS INDICATED OR AS APPROVED BY THE CONSTRUCTION MANAGER.
12. ALL GENERAL LANDSCAPE AREAS SHALL BE SEEDED, FERTILIZED, AND CRIMP HAY MULCHED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.

**KEYNOTES:**

1. CONCRETE VALLEY GUTTER
2. 6" CURB TAPER SECTION
3. DUMPSTER ENCLOSURE (17'x18' CONCRETE PAD)
4. 6' HEIGHT X 8' LENGTH, TYP (SEE ARCHITECTURAL PLANS)

**PAVEMENT HATCH PATTERNS:**

PROPOSED STANDARD ASPHALT PAVEMENT	
PROPOSED HEAVY DUTY ASPHALT PAVEMENT	
PROPOSED STANDARD CONCRETE PAVEMENT	
PROPOSED REINFORCED CONCRETE PAVEMENT	
REPAIR & REPLACE PAVEMENT (IN KIND)	

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**BENCHMARK:**

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

**BENCHMARK #1**  
BURY BOLT ON HYDRANT, LOCATED ON THE SOUTH SIDE OF WINDY DRIVE, APPROXIMATELY 125 FEET EAST OF THE INTERSECTION OF WINDY DRIVE AND SONGBIRD LANE. ELEVATION = 1110.74

**BENCHMARK #2**  
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**BENCHMARK #3**  
BURY BOLT ON HYDRANT, LOCATED ON THE NORTH SIDE OF SONGBIRD LANE, APPROXIMATELY 445 FEET NORTHEAST OF BENCHMARK #2. ELEVATION = 1112.19

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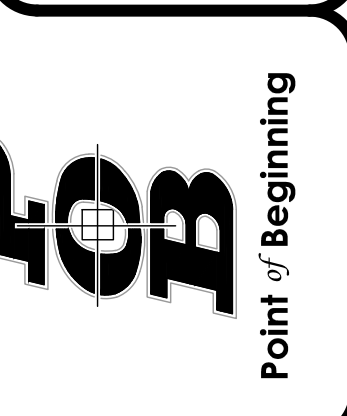
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REVISIONS	
CHECKED:	JJL
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DATE	09/22/2025
PROJECT NO.	25.0072

**LAYOUT PLAN**

**POINT CROSSING LLC**  
Songbird Land Development  
**STEVENS POINT**  
PORTAGE, WI

Civil Engineering  
Land Surveying  
Landscape Architecture  
4941 Kirschling Court  
Stevens Point, WI 54481  
715.344.9999 (PH) 715.344.9922 (FX)



**SHEET C2.0**



CHECKED:	JUL
DRAWN:	MAJ
DATE:	09/22/2025
PROJECT NO.:	25.0072

GRADING PLAN

POINT CROSSING LLC  
Songbird Land Development  
STEVENS POINT  
PORTAGE, WI

Civil Engineering  
Land Surveying  
Landscape Architecture  
4941 Kirschling Court  
Stevens Point, WI 54481  
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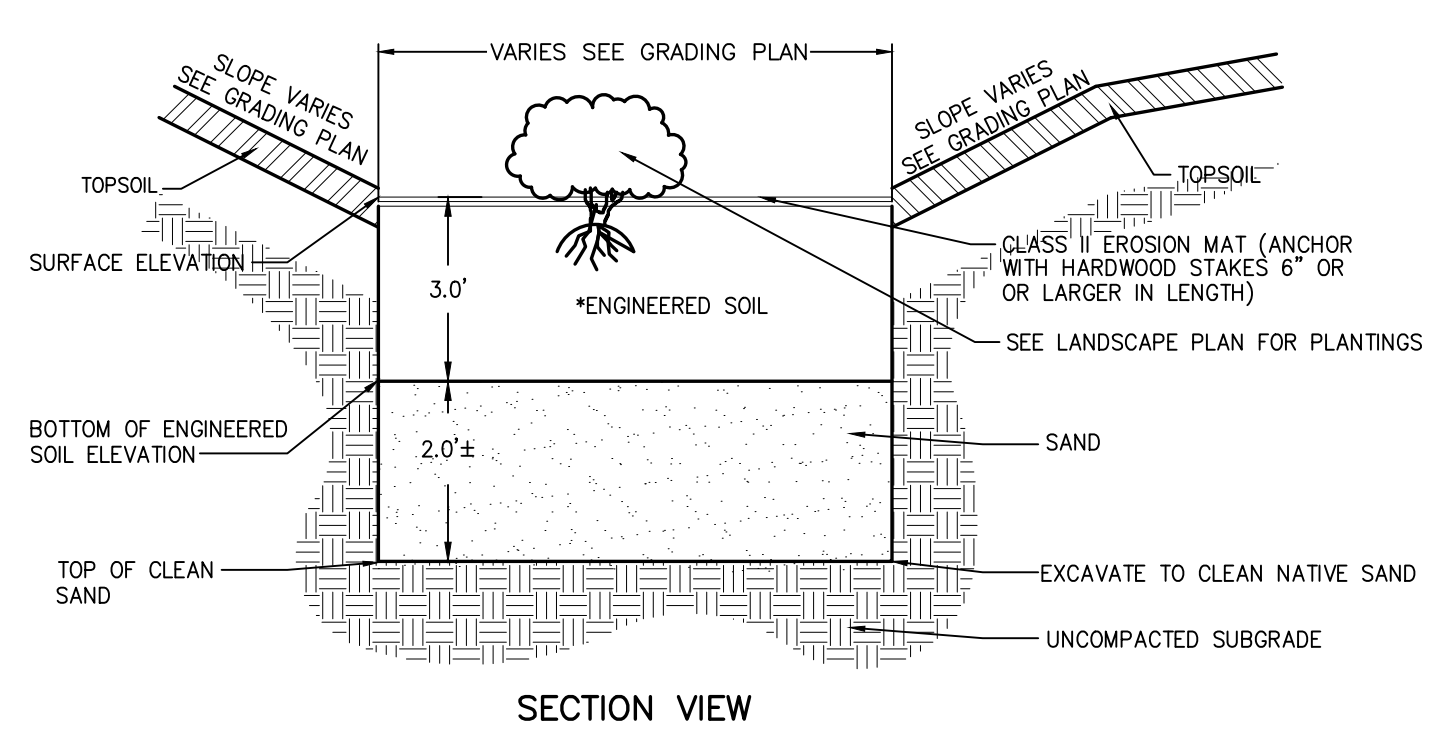
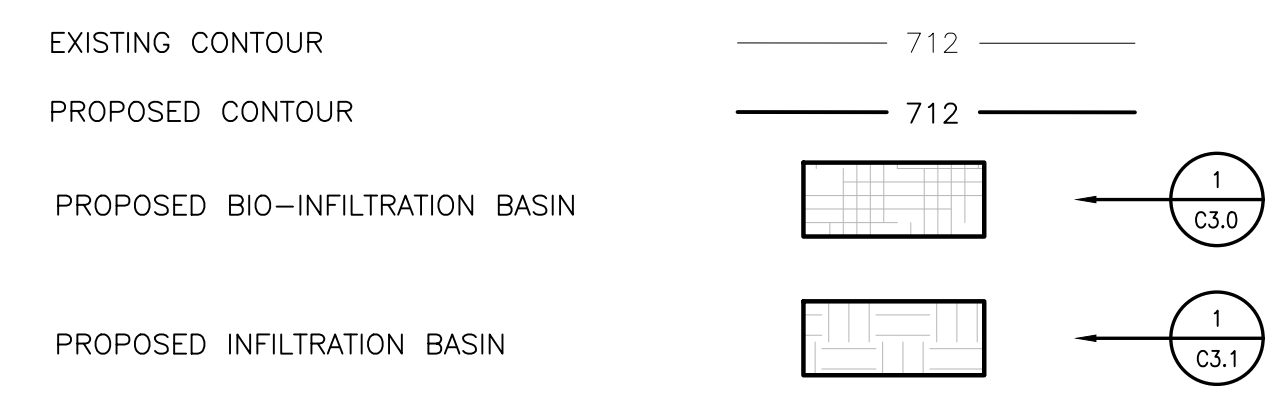
Point of Beginning

SHEET C3.0

GENERAL NOTES:

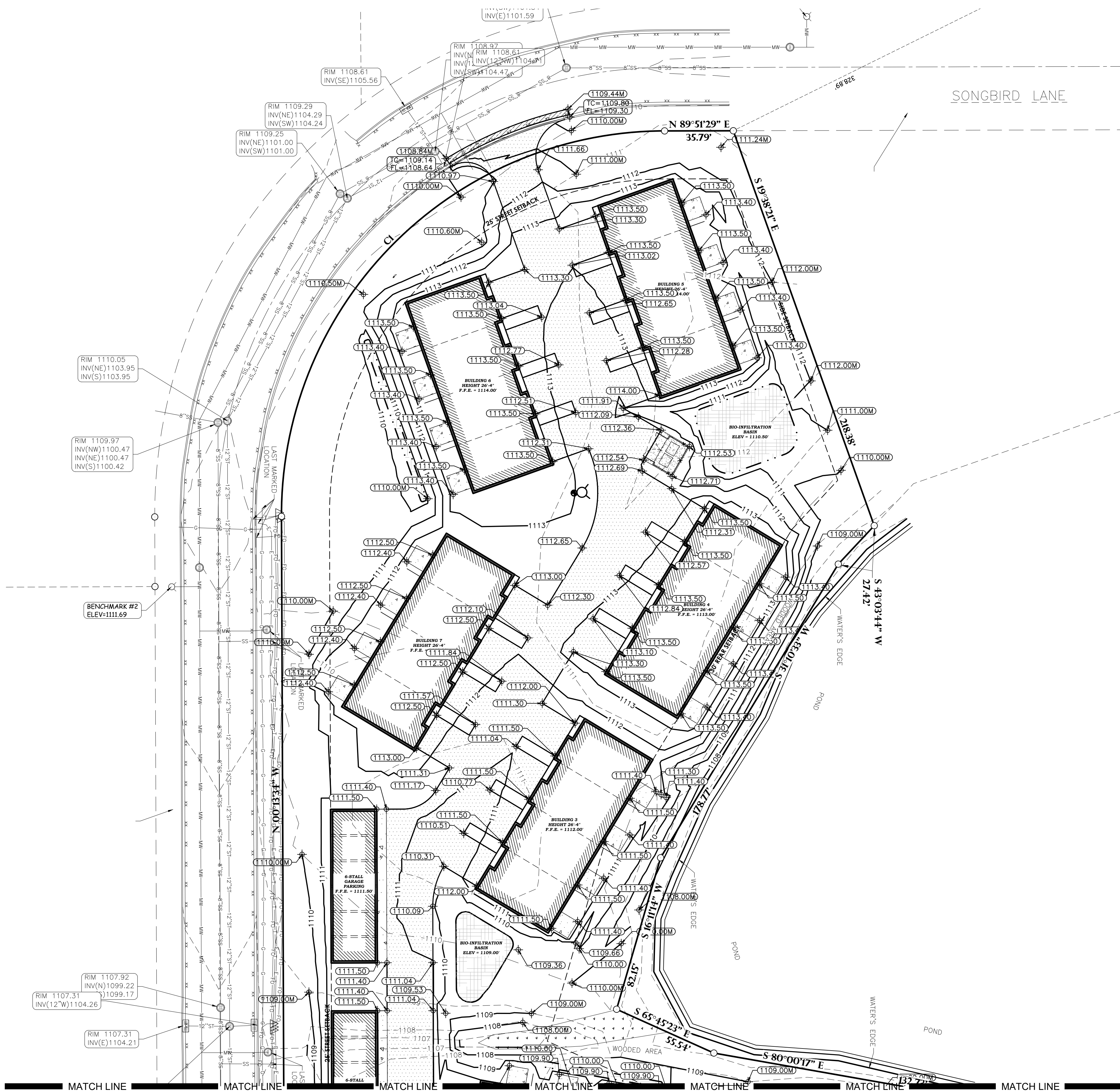
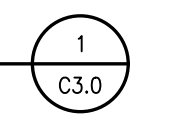
- CONTRACTOR SHALL LOCATE ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO COMMENCEMENT OF WORK.
- THE PROPOSED SITE PLAN FINISH FLOOR ELEVATION OF 1114.00 EQUALS THE PROPOSED BUILDING ARCHITECTURAL FINISH FLOOR ELEVATION OF 100.00'.
- GRADE, LINE, AND LEVEL SHALL BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
- INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES IN ACCORDANCE WITH LOCAL MUNICIPAL AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
- 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LAWN AREAS AND 12" SHALL BE PROVIDED IN ALL PLANTING BED AREAS.
- SEE SHEET C4.0 & C4.1 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED, AND/OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR.
- COORDINATE ALL EARTHWORK ACTIVITIES WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
- PROVIDE RIP RAP AT ALL CULVERT OUTFLOW ENDWALL STRUCTURES TO PREVENT WASHOUT AND EROSION.
- INSTALL WisDOT TYPE HR FILTER FABRIC BENEATH ALL RIP RAP.
- EXCESS TOPSOIL SHALL BE REMOVED FROM SITE, UNLESS OTHERWISE DIRECTED BY THE OWNER. COORDINATE WITH OWNER FOR LOCATION OF STOCKPILE IF THE OWNER CHOOSES TO SALVAGE EXCESS TOPSOIL FOR FUTURE USE. SILT FENCE SHALL BE PLACED AROUND STOCKPILE.
- THE ENGINEERED SOIL SHALL NOT BE PLACED IN THE BIORETENTION AREAS UNTIL THE SURROUNDING DRAINAGE AREA HAS BEEN FULLY STABILIZED. ALL CONSTRUCTION SITE SEDIMENT SHALL BE REMOVED FROM THE SUBGRADE OF THE BIORETENTION AREA PRIOR TO PLACEMENT OF THE ENGINEERED SOIL.
- ALL TESTING AND INSPECTION SHALL BE DONE IN ACCORDANCE WITH SPS 382.21.
- THE LOCAL MUNICIPALITY SHALL BE CONTACTED PRIOR TO ANY EXCAVATION IN THE PUBLIC RIGHT-OF-WAY.
- THE CONTRACTOR SHALL HAVE A TRAFFIC CONTROL PLAN APPROVED PRIOR TO WORK COMMENCING.
- THE LOCAL MUNICIPALITY SHALL OPERATE ALL EXISTING WATER VALVES IF NEEDED.
- GRADES AT BUILDING EDGE SHALL BE 6" BELOW FINISHED FLOOR ELEVATION EXCEPT AT DOOR WAY ENTRANCES OR UNLESS OTHERWISE NOTED.

GRADING LEGEND:



- \*NOTES:
- DO NOT ADD ENGINEERED MEDIA UNTIL SITE PAVING HAS OCCURRED AND TURF AREAS HAVE BEEN ESTABLISHED WITH VEGETATION.
  - ENGINEERED MEDIA SHALL BE INSTALLED WITH NO MECHANICAL COMPACTION (INCLUDING EQUIPMENT TRACKING).
  - ENGINEERED MEDIA SHALL BE INSTALLED IN 6" LIFTS AND SPRINKLER WATERED (TO SIMULATE RAINFALL) AT EACH LIFT TO ACHIEVE SETTLEMENT.
  - THE CONTRACTOR MAY USE OTHER LINER METHODS, IF APPROVED BY THE CIVIL ENGINEER.
  - ENGINEERED MEDIA COMPOSITION—THE SOIL SHALL BE ENGINEERED TO THE FOLLOWING SPECIFICATIONS:
    - THE PLANTING MIXTURE SHALL CONSIST OF A MIXTURE OF 70 TO 85% SAND AND 15 TO 30% COMPOST BY VOLUME. SPECIAL ATTENTION SHOULD BE GIVEN TO PLANT SELECTION WHEN THE PERCENTAGE OF SAND EXCEEDS 75%.
    - NOTE: THIS MIXTURE MEETS THE EQUIVALENT LEVEL OF PROTECTION AS DETERMINED BY DNR. THE SAND SHALL MEET ONE OF THE FOLLOWING GRADATION REQUIREMENTS:
      - USDA COARSE SAND (.02 - .04 INCHES)
      - ASTM C33 (FINE AGGREGATE CONCRETE SAND)
      - WISCONSIN STANDARDS AND SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION, SECTION 501.2.5.3.4, (FINE AGGREGATE CONCRETE SAND) 2005 EDITION, OR AN EQUIVALENT AS APPROVED BY THE ADMINISTERING AUTHORITY. THE PREFERRED SAND COMPONENT CONSISTS OF MOSTLY SiO2, BUT SAND CONSISTING OF DOLOMITE OR CALCIUM CARBONATE MAY ALSO BE USED. MANUFACTURED SAND OR STONE DUST IS NOT ALLOWED. THE SAND SHALL BE WASHED AND DRAINED TO REMOVE CLAY AND SILT PARTICLES PRIOR TO MIXING.
    - THE COMPOST COMPONENT SHALL MEET THE REQUIREMENTS OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES SPECIFICATION S100, COMPOST.
    - THE ENGINEERED SOIL MIX SHALL BE FREE OF ROCKS, STUMPS, ROOTS, BRUSH OR OTHER MATERIAL OVER 1 INCH IN DIAMETER. NO OTHER MATERIALS SHALL BE MIXED WITH THE PLANTING SOIL THAT MAY BE HARMFUL TO PLANT GROWTH OR PROVE A HINDRANCE TO PLANTING OR MAINTENANCE.
    - THE ENGINEERED SOIL MIX SHALL HAVE A PH BETWEEN 5.5 AND 6.5.
    - THE ENGINEERED SOIL MIX SHALL HAVE ADEQUATE NUTRIENT CONTENT TO MEET PLANT GROWTH REQUIREMENTS.

BIO-INFILTRATION BASIN



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BENCHMARK:

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- BENCHMARK #1**  
BURY BOLT ON HYDRANT, LOCATED ON THE SOUTH SIDE OF WINDY DRIVE, APPROXIMATELY 125 FEET EAST OF THE INTERSECTION OF WINDY DRIVE AND SONGBIRD LANE. ELEVATION = 1110.74
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- BENCHMARK #3**  
BURY BOLT ON HYDRANT, LOCATED ON THE NORTH SIDE OF SONGBIRD LANE, APPROXIMATELY 445 FEET NORTHEAST OF BENCHMARK #2. ELEVATION = 1112.19

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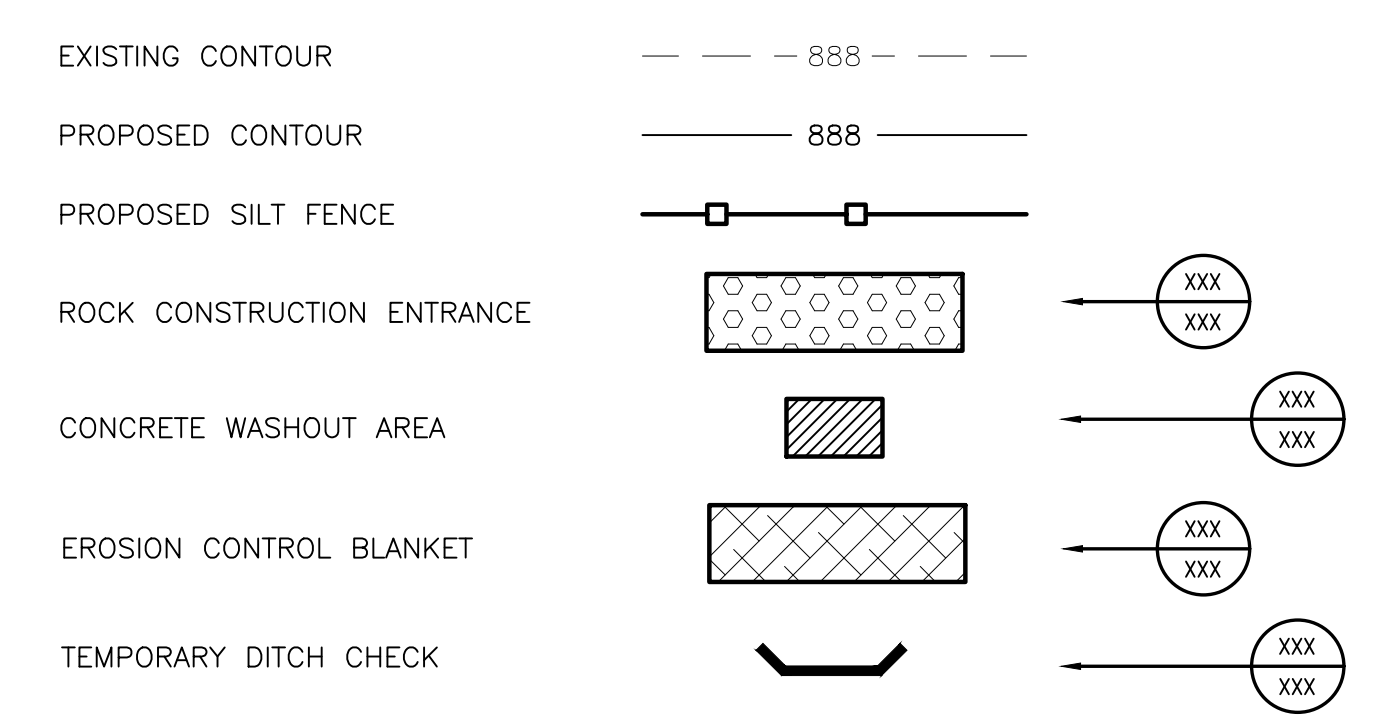
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GENERAL NOTES:

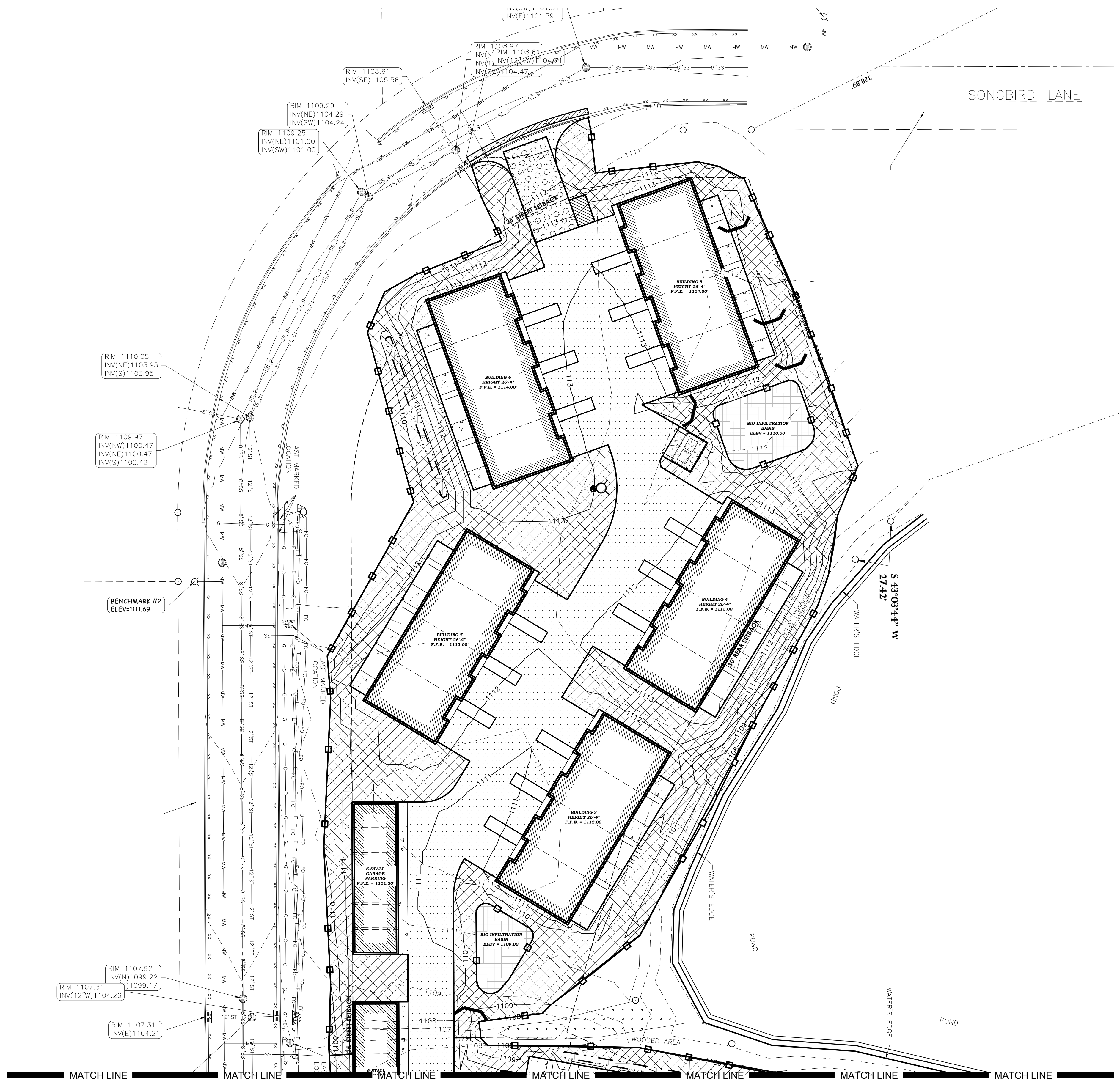
- CONTRACTOR SHALL LOCATE ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO COMMENCEMENT OF WORK.
- NOTIFY THE LOCAL MUNICIPALITY AT LEAST 2 WORKING DAYS PRIOR TO THE START OF SOIL DISTURBING ACTIVITIES.
- INSTALL ALL TEMPORARY EROSION CONTROL ELEMENTS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL ACTIVITIES SHALL BE CONDUCTED IN A LOGICAL SEQUENCE TO MINIMIZE THE AMOUNT OF BARE SOIL EXPOSED AT ANY ONE TIME. MAINTAIN EXISTING VEGETATION AS LONG AS POSSIBLE.
- CRUSHED ROCK DRIVES FOR SEDIMENT TRACKING UTILIZING 3" CRUSHED ROCK SHALL BE MAINTAINED AT ALL CONSTRUCTION ENTRANCES TO THE SITE. THE ROCK DRIVE SHALL BE A MINIMUM OF 12" THICK AND BE A MINIMUM OF 50 FEET IN LENGTH BY THE WIDTH OF THE DRIVEWAY.
- OFFSITE SEDIMENT DEPOSITS RESULTING FROM STORMWATER RUNOFF SHALL BE CLEANED BY THE END OF THE NEXT WORKDAY. OFFSITE SEDIMENT DEPOSITS RESULTING FROM CONTRACTOR ACTIVITIES, INCLUDING SOIL TRACKING, SHALL BE CLEANED EACH WORKDAY. EXCESSIVE AMOUNTS OF SEDIMENT OR DEBRIS TRACKED ONTO ADJACENT STREETS SHALL BE CLEANED IMMEDIATELY. FINE SEDIMENT ACCUMULATIONS ON ADJACENT STREETS SHALL SWEEP MECHANICALLY OR MANUALLY AT LEAST WEEKLY AND BEFORE IMMINENT RAINFALL.
- DISTURBED GROUND OUTSIDE OF THE EVERYDAY CONSTRUCTION AREAS, INCLUDING SOIL STOCKPILES, THAT ARE LEFT INACTIVE FOR MORE THAN 7 DAYS SHALL BE TEMPORARILY STABILIZED BY SEEDING/MULCHING OR OTHER APPROVED METHODS.
- WASTE MATERIAL THAT IS GENERATED ON THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO RUN INTO RECEIVING WATERS.
- EROSION CONTROL DEVICES DESTROYED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE END OF EACH WORK DAY.
- INSPECT ALL EROSION CONTROL MEASURES AT LEAST ONCE A WEEK AND AFTER ANY RAINFALL OF 0.5" OR MORE. MAKE NEEDED REPAIRS AND DOCUMENT ALL ACTIVITIES AS PER THE REQUIREMENTS OF THE NOTICE OF INTENT SUBMITTED BY THE PROJECT CIVIL ENGINEER.
- ALL TEMPORARY EROSION CONTROL ELEMENTS SHALL REMAIN IN PLACE UNTIL A SUFFICIENT GROWTH OF VEGETATION IS ESTABLISHED AND THEN BE REMOVED AS PART OF THE BASE BID.
- IF SEDIMENT LADEN WATER NEEDS TO BE REMOVED FROM THE SITE, FILTER BAGS OR SCREENING SHALL BE USED IN ACCORDANCE WITH WI DNR TECHNICAL STANDARD 1061 TO PREVENT SEDIMENT DISCHARGE TO THE MAXIMUM EXTENT PRACTICABLE.
- COORDINATE ALL EARTHWORK ACTIVITIES WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
- PROVIDE RIP RAP AT ALL CULVERT OUTFLOW ENDWALL STRUCTURES TO PREVENT WASHOUT AND EROSION.
- INSTALL WSDOT TYPE HR FILTER FABRIC BENEATH ALL RIP RAP.
- IF BARE SOIL IS EXPOSED DURING THE WINTER MONTHS, STABILIZATION BY MULCHING OR ANIONIC POLYACRYLAMIDE SHALL OCCUR PRIOR TO SNOWFALL OR GROUND FREEZE.
- SILT FENCE SHALL BE INSTALLED AROUND THE TOPSOIL STOCKPILE.
- SILT FENCE SHALL BE INSTALLED AROUND THE BIO-RETENTION AREA IMMEDIATELY FOLLOWING INSTALLATION OF THE ENGINEERED SOIL TO PROTECT IT FROM SILT CONTAMINATION.
- THE ENGINEERED SOIL SHALL NOT BE PLACED IN THE BIO-RETENTION AREAS UNTIL THE SURROUNDING DRAINAGE AREA HAS BEEN FULLY STABILIZED. ALL CONSTRUCTION SITE SEDIMENT SHALL BE REMOVED FROM THE SUBGRADE OF THE BIO-RETENTION AREA PRIOR TO PLACEMENT OF THE ENGINEERED SOIL.
- THE CONTRACTOR SHALL PERFORM INSPECTIONS AND MONITORING OF EROSION CONTROL PRACTICES IN ACCORDANCE WITH THE WI DNR "CONSTRUCTION SITE INSPECTION REPORT" FORM 3400-187. THIS FORM CAN BE FOUND IN THE CONSTRUCTION SPECIFICATIONS.

EROSION CONTROL LEGEND:



EROSION CONTROL SEQUENCING:

- INSTALL PERIMETER EROSION CONTROL
- EXCAVATE A TEMPORARY SEDIMENT TRAP AT THE PROPOSED BIO-RETENTION AREA IN ACCORDANCE WITH DNR TECHNICAL STANDARD 1063
  - SEDIMENT TRAP BASIN BOTTOM ELEVATION SHALL BE CONSISTENT WITH THE BOTTOM DESIGN ELEVATION OF THE BIO-RETENTION BASIN. SEE DETAIL.
- INSTALL STONE OUTLET/OVERFLOW WEIR WHEREVER INDICATED ON PLANS
  - EXCAVATE TEMPORARY SWALES AWAY FROM THE BASIN TO DIRECT AND MAXIMIZE STORMWATER RUNOFF TO THIS BASIN DURING CONSTRUCTION.
- BEGIN DEMOLITION
- BEGIN ROUGH GRADING AND UTILITY INSTALLATION
- DURING GRADING ACTIVITIES EXISTING GRASS AND VEGETATION, TO BE REMOVED, SHALL REMAIN IN PLACE FOR AS LONG AS POSSIBLE, TO AVOID SEDIMENT TRANSPORT.
- TEMPORARY STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS.
- FINAL STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING ACTIVITIES CEASE AND FINAL GRADE HAS BEEN REACHED ON ANY PORTION OF THE SITE.
- PER GENERAL NOTE #19, THE SEDIMENT TRAP SHALL BE RECONSTRUCTED INTO THE PROPOSED BIO-RETENTION AREA AFTER THE SURROUNDING AREA HAS BEEN FULLY STABILIZED.
  - ANY CONSTRUCTION SITE SEDIMENT BUILD UP SHALL BE REMOVED FROM THE PROPOSED BIO-RETENTION BASIN BEFORE EXCAVATION TO THE FINAL DEPTH AND INSTALLATION OF THE ENGINEERED SOIL
- IF DISTURBED AREAS MUST BE LEFT OVER WINTER, AN ANIONIC POLYACRYLAMIDE SHALL BE APPLIED TO ALL DISTURBED AREAS PRIOR TO GROUND FREEZE. SEE SPECIFICATIONS FOR DETAILS.



BENCHMARK:

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

**BENCHMARK #1**  
BURY BOLT ON HYDRANT,  
LOCATED ON THE SOUTH SIDE OF WINDY DRIVE,  
APPROXIMATELY 125 FEET EAST OF THE  
INTERSECTION OF WINDY DRIVE AND SONGBIRD LANE.  
ELEVATION = 1110.74

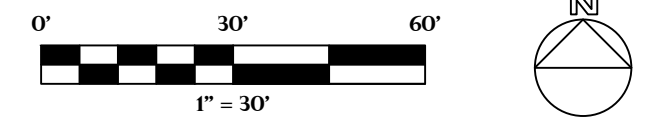
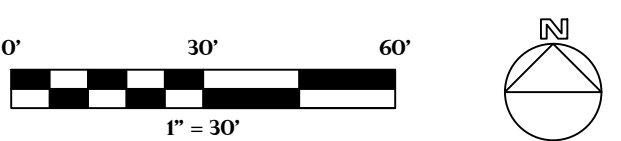
**BENCHMARK #2**  
BURY BOLT ON HYDRANT,  
LOCATED ON THE WEST SIDE OF SONGBIRD LANE,  
APPROXIMATELY 530 FEET NORTH OF THE  
INTERSECTION OF SONGBIRD LANE AND WINDY DRIVE.  
ELEVATION = 1111.69

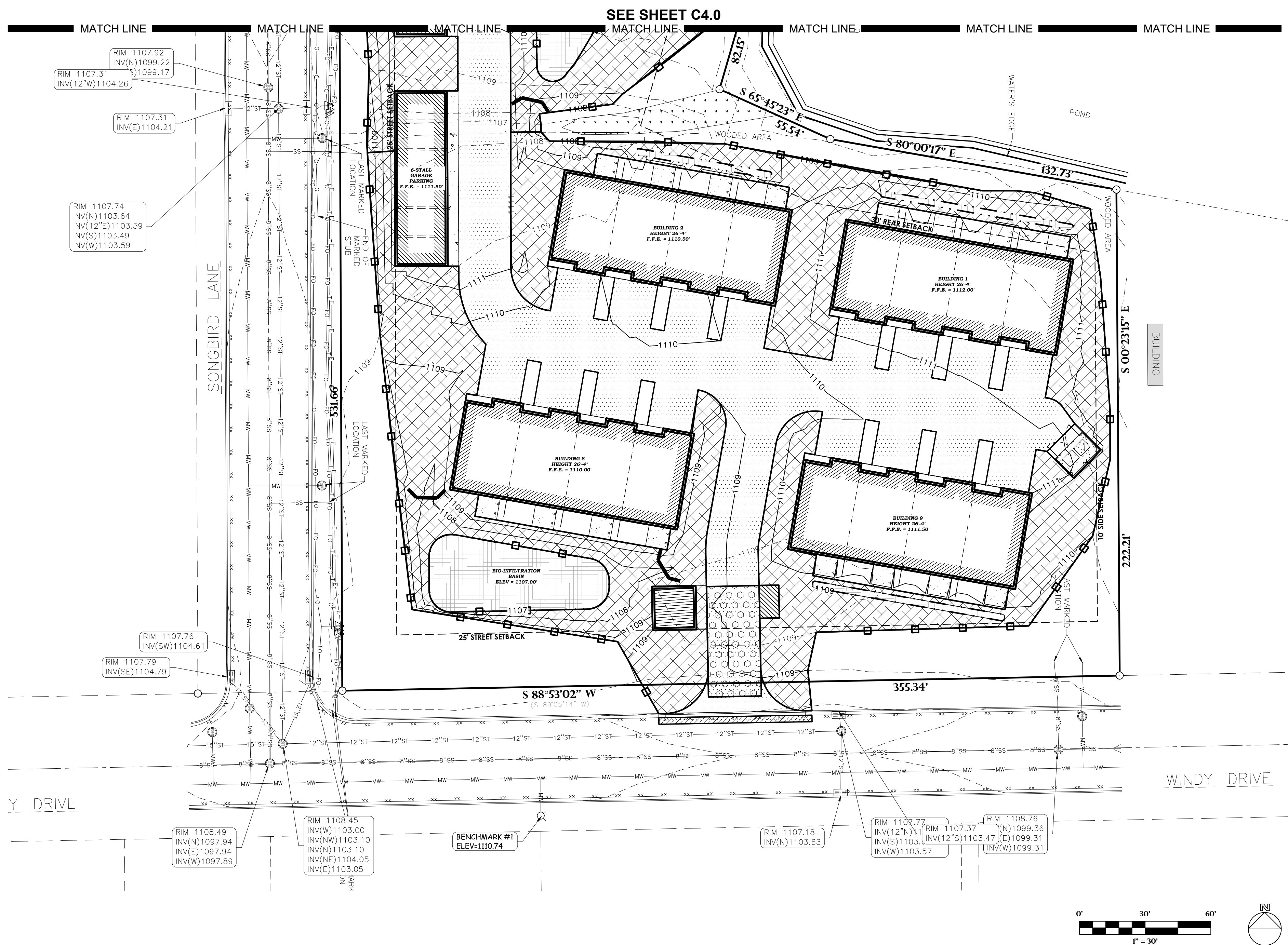
**BENCHMARK #3**  
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SEE SHEET C4.1







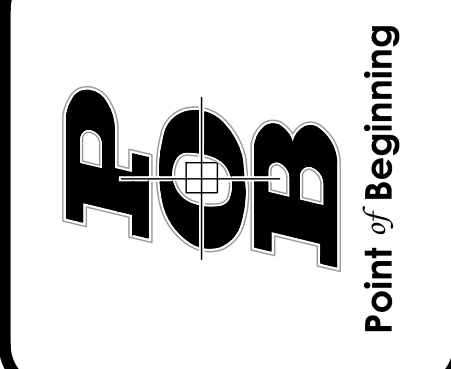


CHECKED:	JJL
DRAWN:	MAJ
DATE:	09/22/2025
PROJECT NO.:	25.0072

LANDSCAPE PLAN

POINT CROSSING LLC  
Songbird Land Development  
STEVENS POINT  
PORTAGE, WI

Civil Engineering  
Land Surveying  
Landscape Architecture  
4941 Kirschling Court  
Stevens Point, WI 54481  
715.344.9999 (PH) 715.344.9922 (FX)



GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LANDSCAPE AREAS. LANDSCAPE CONTRACTOR SHALL VERIFY THAT SPECIFIED PLANTING SOIL DEPTH IS PRESENT PRIOR TO PLANTING.
- SEED/FERTILIZE/CRIMP HAY MULCH ALL GENERAL LANDSCAPE AREAS DISTURBED DURING CONSTRUCTION, EXCEPT AREAS NOTED ON THIS DOCUMENT TO BE SODDED.
- ALL PLANT MATERIALS LISTED SHALL MEET THE STANDARDS OF THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION FOR THE SIZES GIVEN.
- ALL TREES SHALL BE STAKED WITH A MINIMUM OF THREE STAKES.
- ALL TREES IN THE TURF AREA SHALL HAVE A 5" DIAMETER CIRCLE OF 4" DEPTH SHREDDED HARDWOOD BARK MULCH.
- EDG-KING LANDSCAPE EDGING OR EQUAL SHALL BE PLACED AROUND ALL LANDSCAPE BEDS.
- 3" DEPTH OF 3/4" DIAMETER DECORATIVE LANDSCAPE STONE SHALL BE PLACED IN ALL SHRUB PLANTING BEDS. COLOR TO BE SELECTED BY OWNER.
- FILTER FABRIC SHALL BE PLACED BENEATH ALL LANDSCAPE STONE OR BARK MULCH.
- COORDINATE ALL LANDSCAPE WORK WITH GAS, ELECTRIC, (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE) CABLE AND TELEPHONE CONSTRUCTION AND RESPECTIVE TRADES FOR THE INSTALLATION OF SAID UTILITIES.

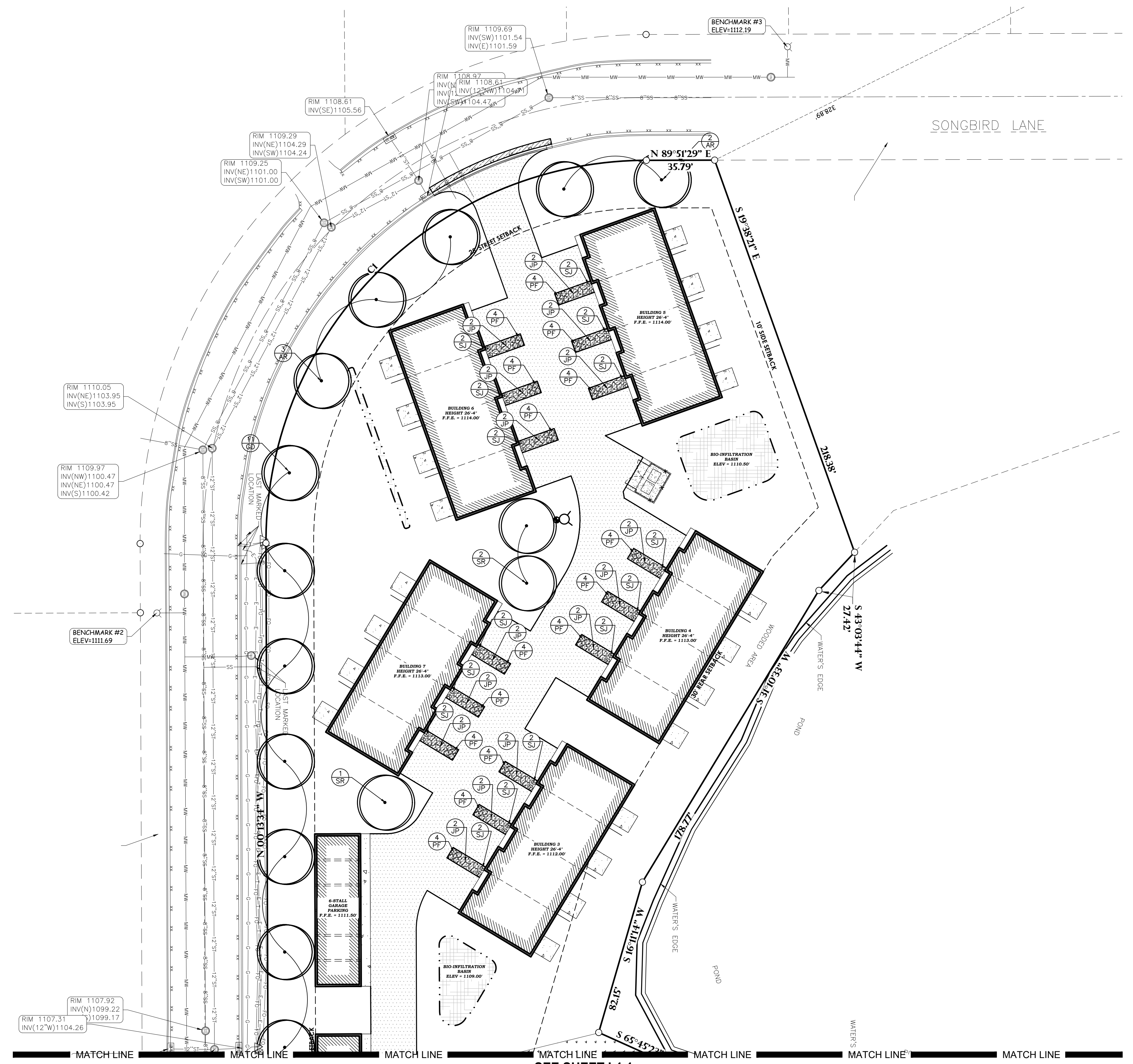
LEGEND:



PLANTING SCHEDULE:

TREES SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
AR	ACER RUBRUM 'NORTHWOOD'	NORTHWOOD MAPLE	2" CAL.	50"TX35"W	10
GD	GYMNOCLADUS DIOICUS 'ESPRESSO'	ESPRESSO KENTUCKY COFFEE TREE	2" CAL.	50"TX35"W	11
SR	SYRINGA RETICULATA 'IVORY SILK'	IVORY SILK JAPANESE TREE LILAC	2" CAL.	25"TX25"W	5

LOW DECIDUOUS SHRUBS SYMBOLS	BOTANICAL NAME	COMMON NAME	SIZE	INSTALLATION MIN. HEIGHT	SIZE AT MATURITY	QUANTITY
JP	JUNIPERUS X PFITZERIANA 'KALLY'S'	KALLY'S COMPACT PFITZER JUNIPER	3 GAL	20"	2-3T X 4-6"W	54
PF	POTENTILLA FRUTICOSA 'GOLD STAR'	GOLD STAR POTENTILLA	3 GAL	20"	2T X 3"W	54
SJ	SPIRAEA JAPONICA 'SUNSJMFR'	DOUBLE PLAY RED SPIREA	3 GAL	20"	2-3T X W	108



BENCHMARK:

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

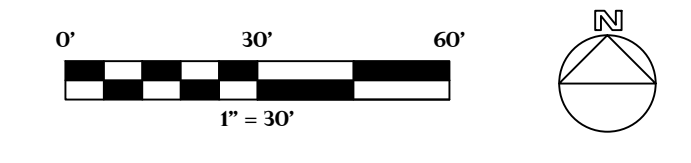
**BENCHMARK #1**  
BURY BOLT ON HYDRANT, LOCATED ON THE SOUTH SIDE OF WINDY DRIVE, APPROXIMATELY 125 FEET EAST OF THE INTERSECTION OF WINDY DRIVE AND SONGBIRD LANE. ELEVATION = 1110.74

**BENCHMARK #2**  
BURY BOLT ON HYDRANT, LOCATED ON THE WEST SIDE OF SONGBIRD LANE, APPROXIMATELY 530 FEET NORTH OF THE INTERSECTION OF SONGBIRD LANE AND WINDY DRIVE. ELEVATION = 1111.69

**BENCHMARK #3**  
BURY BOLT ON HYDRANT, LOCATED ON THE NORTH SIDE OF SONGBIRD LANE, APPROXIMATELY 445 FEET NORTHEAST OF BENCHMARK #2. ELEVATION = 1112.19

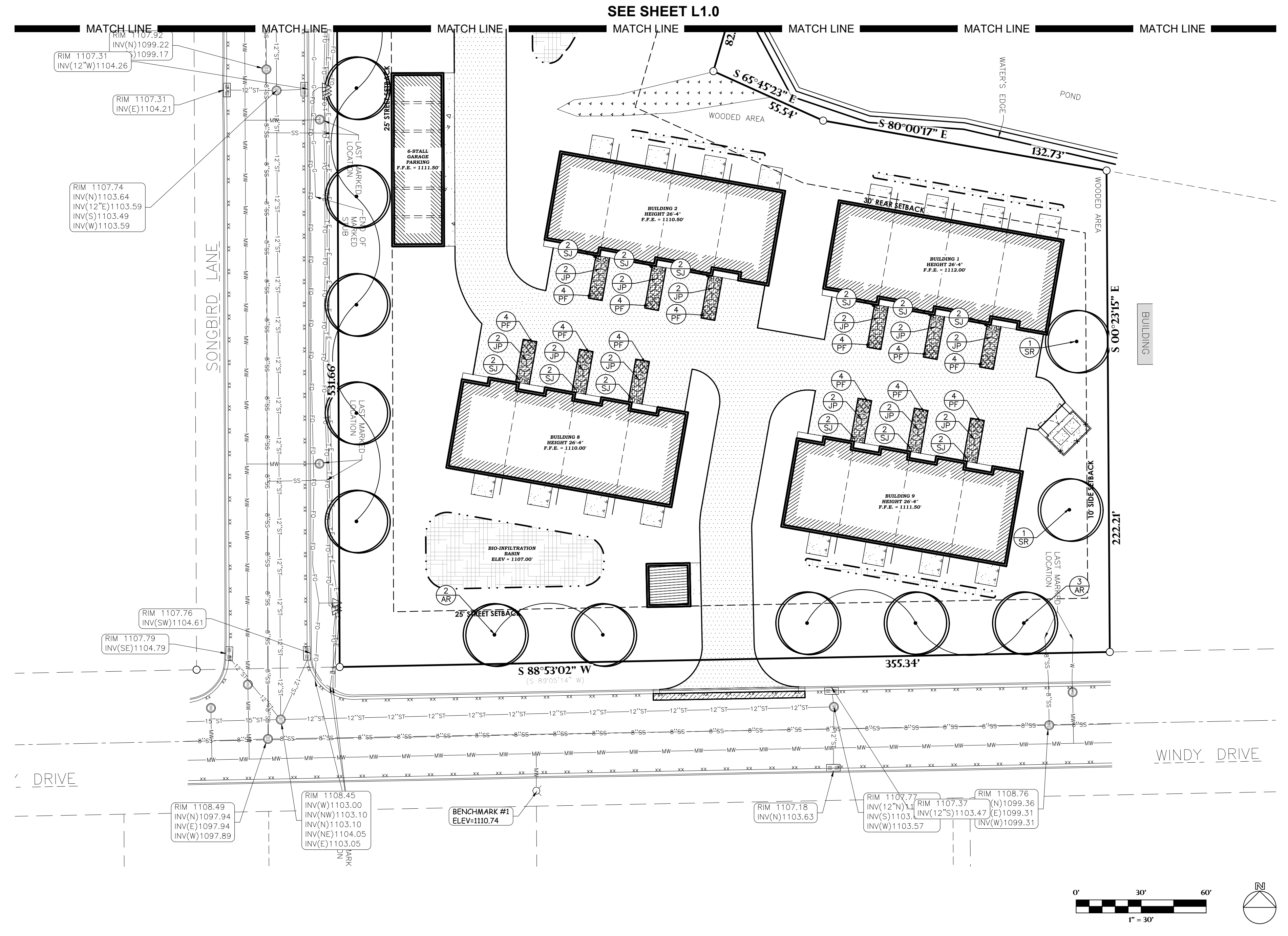
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LEGEND:



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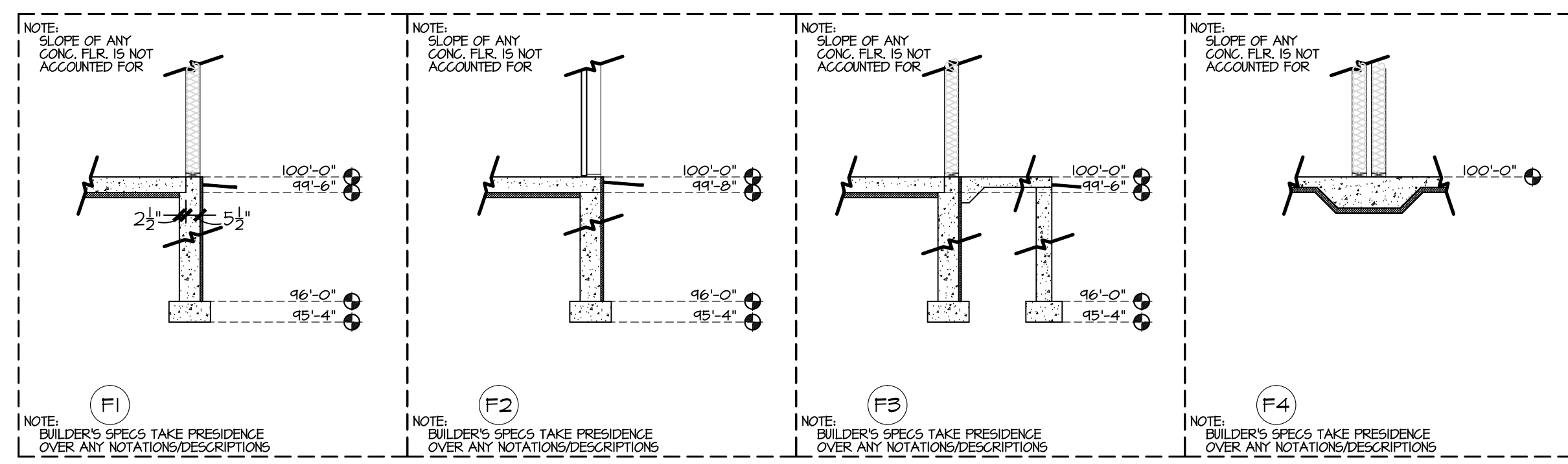
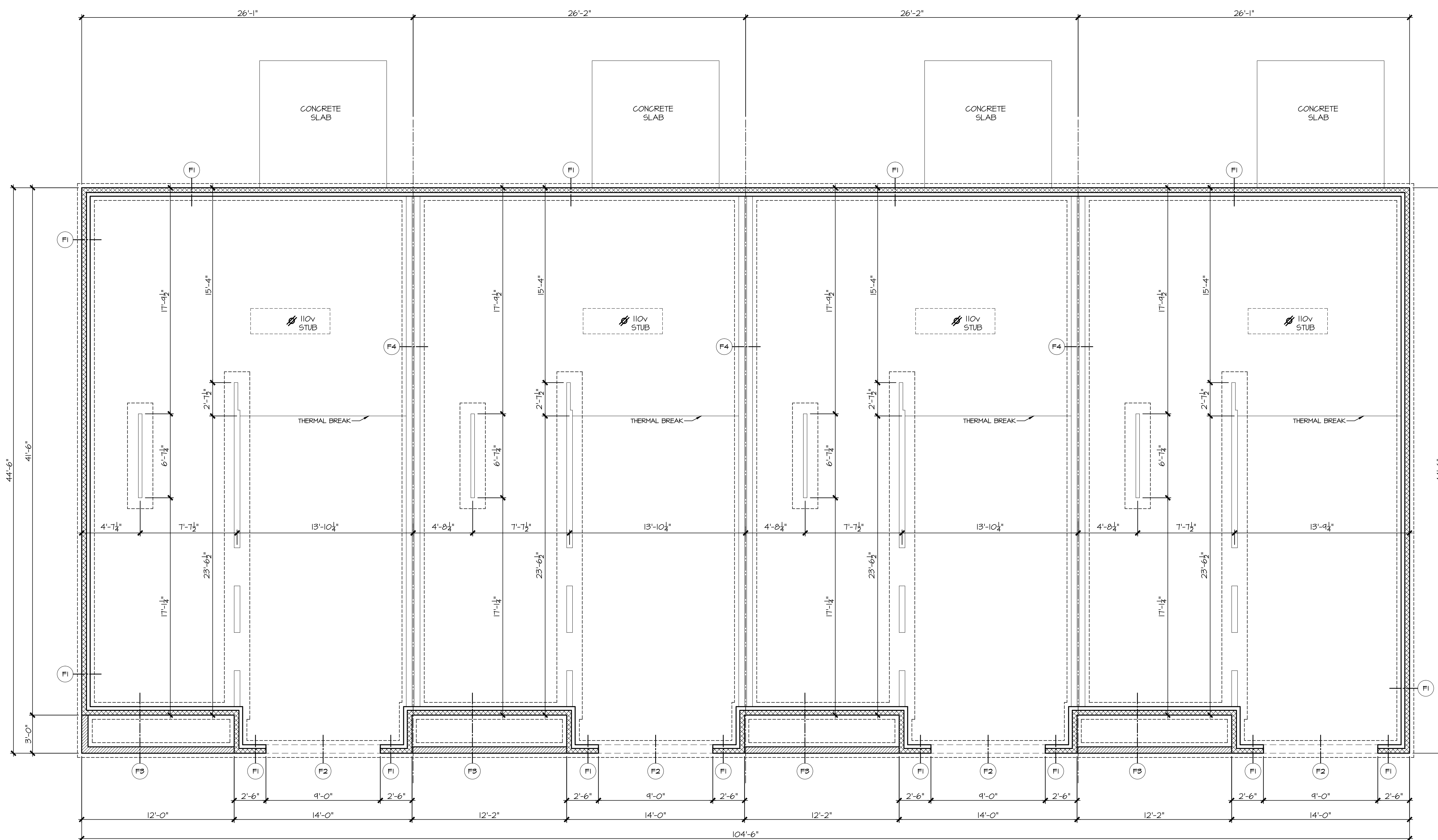
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**LANDSCAPE PLAN**  
  
**POINT CROSSING LLC**  
 Songbird Land Development  
**STEVENS POINT**  
 PORTAGE, WI

Civil Engineering  
 Land Surveying  
 Landscape Architecture  
 4941 Kirschling Court  
 Stevens Point, WI 54481  
 715.344.9999 (PH) 715.344.9922 (FX)







**FOUNDATION PLAN**

SCALE:  
1/8" = 1'-0"  
24x36 PAPER: 1/4" = 1'-0"

DIMENSIONS ARE TO THE CENTER OF ALL INTERIOR STUD WALLS  
ROUNDED TO THE NEAREST 1/4"

FOUNDATION TO HAVE:  
8"x4" FROST WALL w/3-1/2" LEDGE & w/8"x16" CONTINUOUS FOOTINGS BELOW U.O.

\*LOCATE PLUMBING BY SPECS PER FIXTURE

REVISIONS

NO.	DATE	TYPE OF REVISIONS

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SECTIONS & DETAILS	8

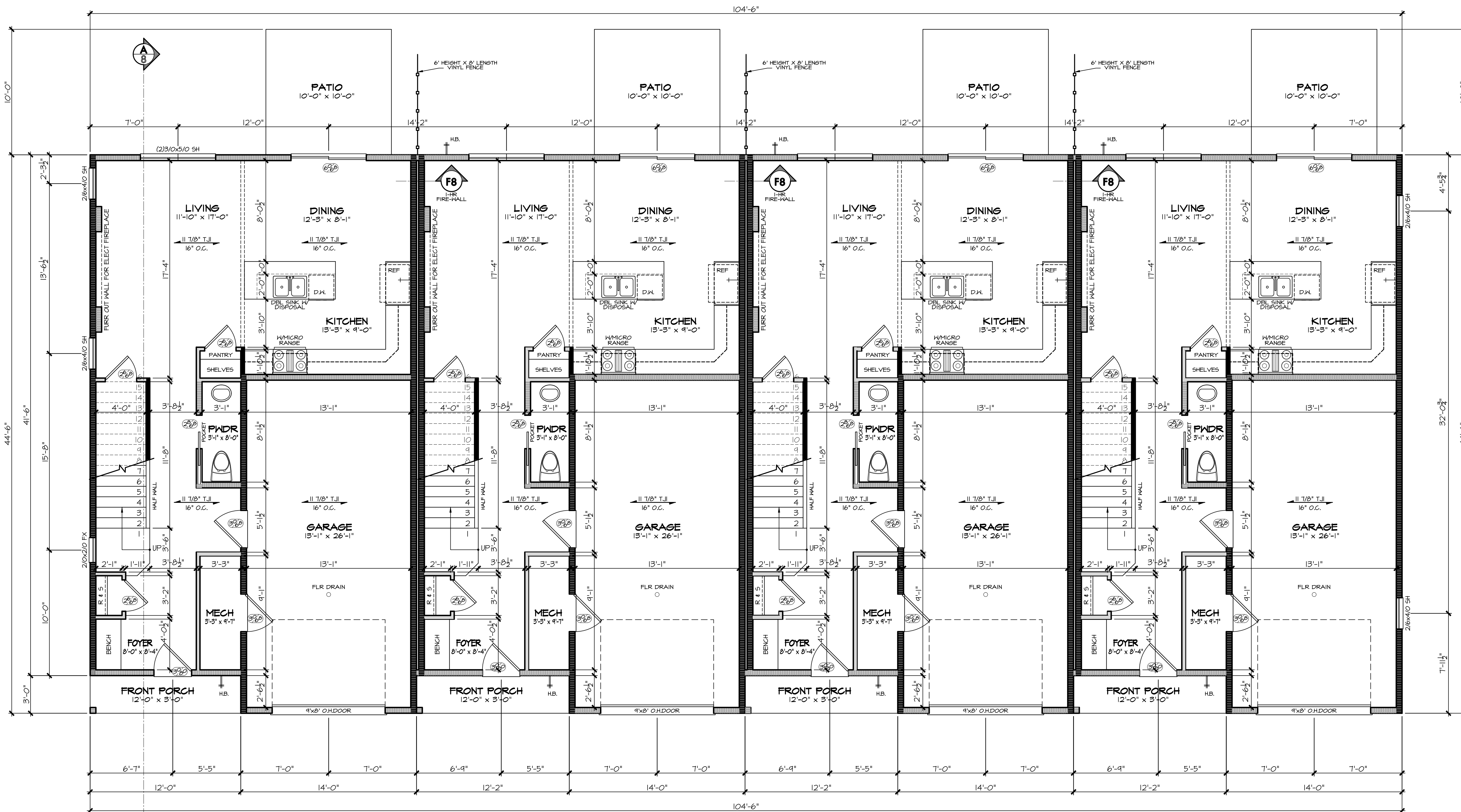
UNIT AREAS

FIRST FLOOR	760
SECOND FLOOR	1076
TOTAL LIVING:	1836 #
GARAGE	361
FRONT PORCH	36
TOTAL COVERED:	2233 #
PATIO	100

**JOB # 25033-V4**

2 OF 8

BID SET, N.F.C.



LINE LEGEND		02.24
<b>WALLS:</b>	2x4 STUD WALL	<b>CLOSETS:</b> WALL
	2x6 STUD WALL	ROD & SHELF
	2x4 BEARING WALL	DOUBLE ROD & SHELF
	4x4 POINT LOAD	<b>CABINETS:</b> WALL
	2x6 BEARING WALL	18" ABOVE COUNTERTOP TYP.
	6x6 POINT LOAD	COUNTERTOP @ 36" HT. TYP.
	EXISTING STUD (W/DRYWALL)	<b>LAUNDRY:</b> WALL
	DEMO	WASHER & DRYER
<b>DOOR CALLOUTS:</b>	3'-0" WIDTH	WATER HOOK-TIPS (OPTIONAL)
	6'-8" HEIGHT	

**NOTE:**  
THE FIRE SEPARATION AND DWELLING UNIT SEPARATION SHALL BE IN ACCORDANCE WITH SPS 321.02(1)(a), SPS 321.02(1)(b) & SPS 321.02(1)(c)

## FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"  
1/8" = 1'-0"  
24x36 PAPER; 1/4" = 1'-0"

**GENERAL NOTES:**  
9" 1/8" CEILINGS U.N.O.  
EXTERIOR WALLS ARE 2x6, 16" O.C. SHOWN @ 5 1/2" U.N.O.  
INTERIOR WALLS ARE 2x4, 16" O.C. SHOWN @ 3 1/2" U.N.O.  
WINDOW HEAD HEIGHT: 6'-8" U.N.O.  
OPENING HEAD HEIGHT: 7'-0" U.N.O.  
WALL HEIGHT: 9' 1 1/8" U.N.O.  
VERIFY ALL WINDOWS WITH WINDOW MANUF. SEE WINDOW MANUF. FOR PROPER INSTALLATION & CODE REQUIREMENTS, SUCH AS: NATURAL LIGHT, SAFETY GLASS & EGRESS.  
DESIGN OF ROOF TRUSSES BY TRUSS MANUF. LAYOUT & SIZE OF STRUCTURAL MUST BE VERIFIED BY MANUFACTURER'S SPECS.  
FLUMBER TO VERIFY WITH CLIENT ALL FLOOR DRAIN & HOSE BIB LOCATIONS BEFORE BIDS

**BEAMS & HEADERS:**  
ALL LVL'S ARE DESIGNED AS 2.0E MICROLAM.  
ALL COMMODITY LUMBER ARE DESIGNED TO BE SPS #1/#2. THE MINIMUM SIZE WILL BE (2)2x8 UNLESS FINAL JOIST &/OR TRUSS LAYOUT PROVIDED.  
ALL HEADER SIZES ARE MADE WITH ASSUMPTIONS DUE TO POSSIBLE POINT LOADS FROM BEAMS &/OR GIRDER TRUSSES, MUST BE VERIFIED BY BUILDER.

**WALL BRACING:**  
WALL BRACING DESIGN REQUIREMENTS TAKE PRECEDENCE OVER ANY & ALL HEADERS.  
TALL WALLS (DESIGNED BY OTHERS) TAKE PRECEDENCE OVER ANY & ALL HEADERS & WALL THICKNESS.

REVISIONS	
DATE	TYPE OF REVISIONS

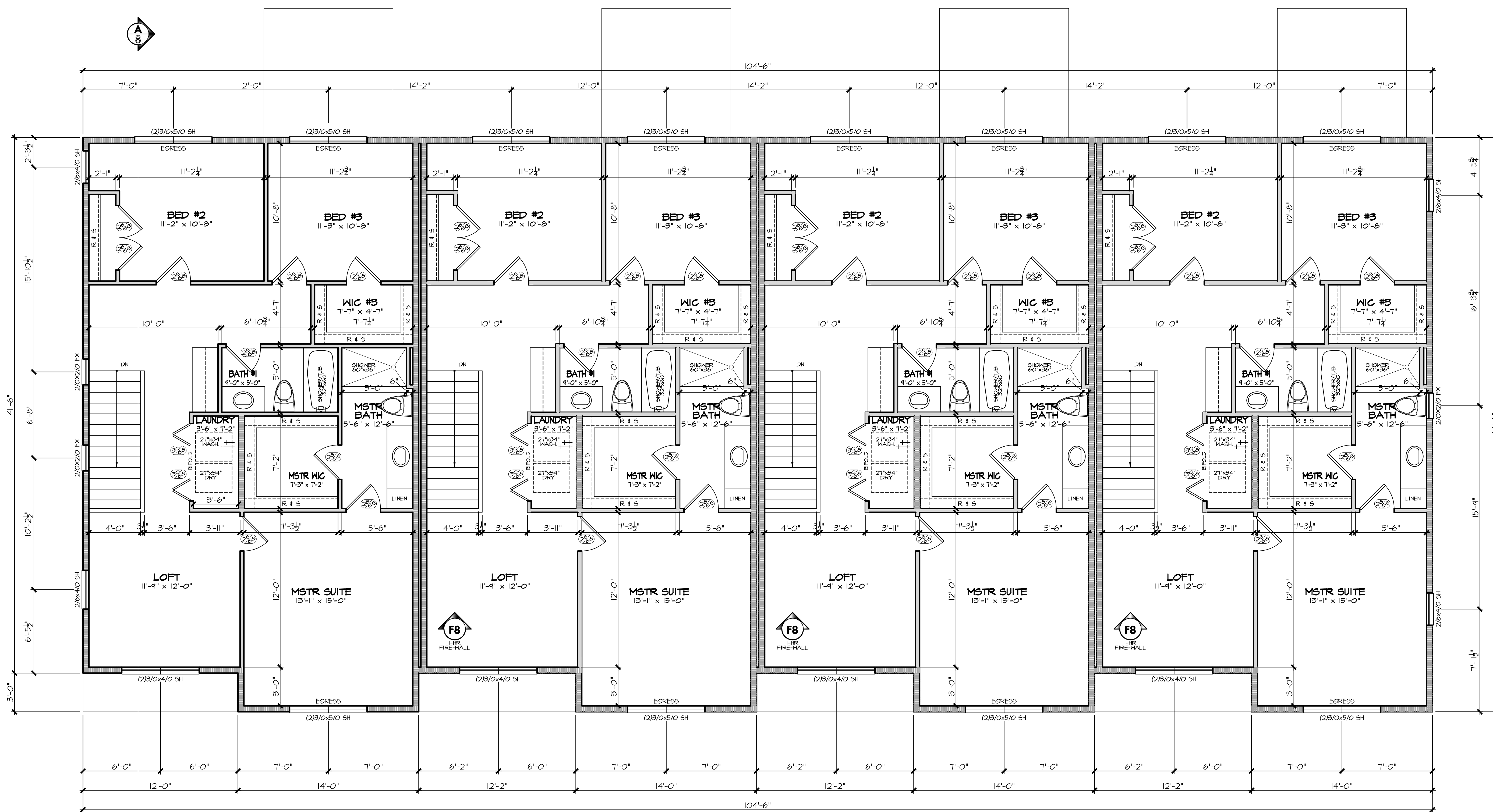
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UNIT AREAS	
FIRST FLOOR	760
SECOND FLOOR	1076
<b>TOTAL LIVING:</b>	<b>1836 #</b>
GARAGE	361
FRONT PORCH	36
<b>TOTAL COVERED:</b>	<b>2233 #</b>
PATIO	100

**JOB # 25033-V4**

3 OF 8

BID SET, N.F.C.



## SECOND FLOOR PLAN

SCALE:  
1/4" = 1'-0"  
24x36 PAPER, 1/4" = 1'-0"

GENERAL NOTES:  
Ø 1 1/8" CEILINGS U.N.O.  
EXTERIOR WALLS ARE 2x6, 16" O.C. SHOWN @ 5 1/2" U.N.O.  
INTERIOR WALLS ARE 2x4, 16" O.C. SHOWN @ 3 1/2" U.N.O.  
WINDOW HEAD HEIGHT: 6'-8" U.N.O.  
OPENING HEAD HEIGHT: 7'-0" U.N.O.  
WALL HEIGHT: Ø 1 1/8" U.N.O.  
VERIFY ALL WINDOWS WITH WINDOW MANUF. SEE WINDOW MANUF. FOR PROPER INSTALLATION & CODE REQUIREMENTS, SUCH AS: NATURAL LIGHT, SAFETY GLASS & EGRESS.  
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WALL BRACING:  
WALL BRACING DESIGN/REQUIREMENTS TAKE PRECEDENCE OVER ANY & ALL HEADERS  
TALL WALLS (DESIGNED BY OTHERS) TAKE PRECEDENCE OVER ANY & ALL HEADERS & WALL THICKNESS

REVISIONS		
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UNIT AREAS	
FIRST FLOOR	760
SECOND FLOOR	1076
<b>TOTAL LIVING:</b>	<b>1836 #</b>
GARAGE	361
FRONT PORCH	36
<b>TOTAL COVERED:</b>	<b>2233 #</b>
PATIO	100

**JOB # 25033-V4**

4 OF 8

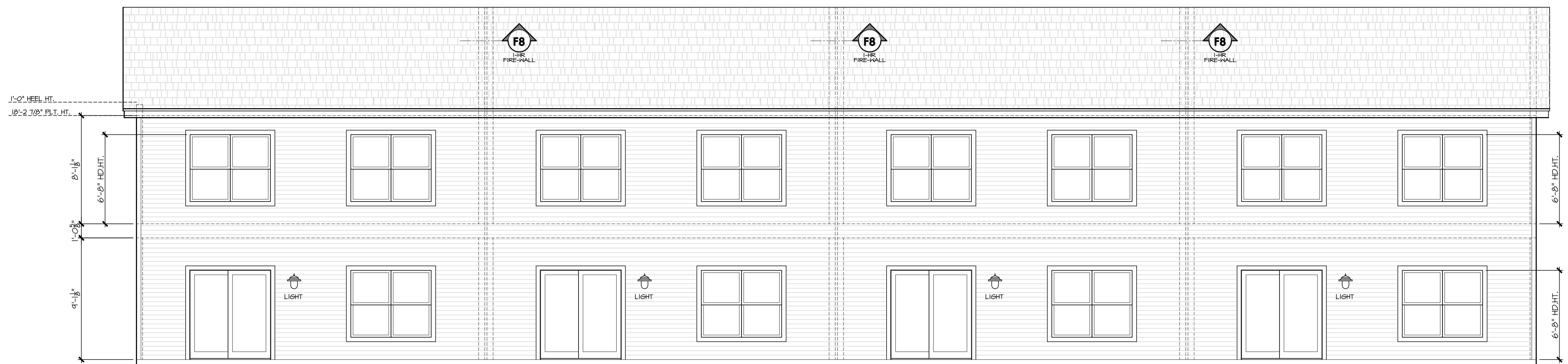
BID SET, N.F.C.



## FRONT ELEVATION

SCALE:  
1/8" = 1'-0"  
24x36 PAPER: 1/4" = 1'-0"

EXTERIOR MATERIAL: COMPOSITE SIDING  
ROOF MATERIAL: COMPOSITION SHINGLES  
ALL DOOR AND WINDOW ASSEMBLIES TO HAVE  
MATCHING BRICK MOLD OR EQUAL SURROUNDS.  
MATCH TRANSOMS TO UNITS BELOW  
HEAD HEIGHTS TAKEN FROM IMMEDIATE INTERIOR FLOOR LEVEL.  
SOFFIT AND RIDGE VENTING PER BUILDER'S SPEC'S.  
RAIN GUTTERS PER BUILDER'S SPEC'S  
PLATE HEIGHTS: 18'-2 1/8" U.N.O.  
OVERHANGS AS NOTED



## BACK ELEVATION

SCALE:  
1/8" = 1'-0"  
24x36 PAPER: 1/4" = 1'-0"

### NOTES:

ALL ROOF PENETRATIONS FOR HVAC, DRY & OTHER INSTANCES SHALL BE ON THE BACK SIDE OF THE BUILDING FOR AESTHETIC PURPOSES. THE PENETRATIONS SHALL BE PROPERLY INSTALLED PER THE REQUIREMENTS.

### CODES:

SPS 321.12(1)  
THE FINISHED GRADE OF SOIL SHALL SLOPE AWAY FROM THE DWELLING AT A RATE OF AT LEAST 1/2" PER FOOT FOR AT LEAST 10'

### REVISIONS

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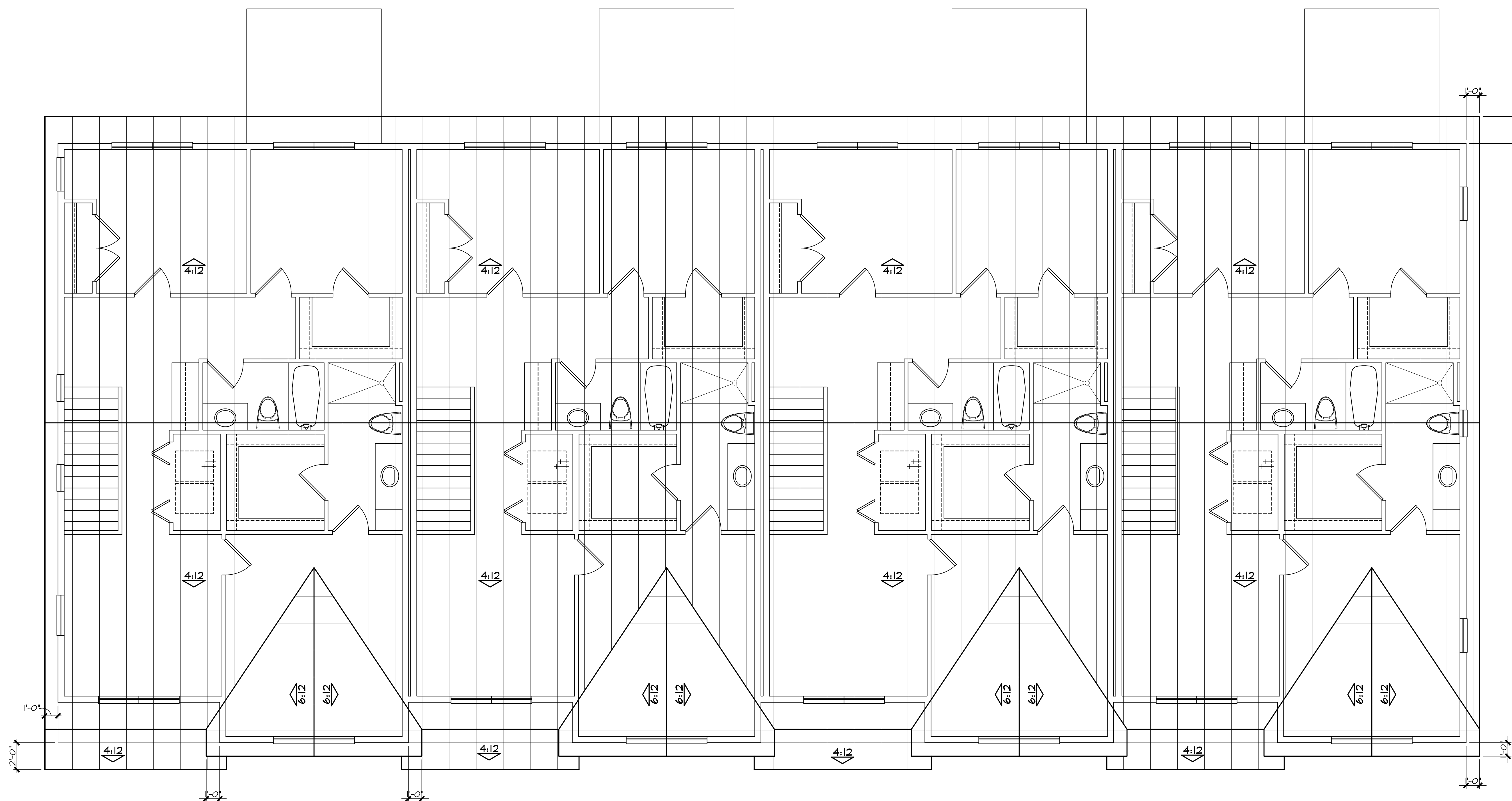
### JOB # 25033-V4

5 OF 8

BID SET, N.F.C.



**POINT CROSSING LLC**



**ROOF OUTLINE**

SCALE:  
1/4" = 1'-0"  
1/8" = 1'-0"  
24x36 PAPER: 1/4" = 1'-0"

COMPOSITION SHINGLES  
24" OVERHANG @HIP ENDS, U.N.O.  
12" OVERHANG @GABLE ENDS, U.N.O.  
18"-2 7/8" FLT. HT. U.N.O.  
HEEL HEIGHTS AS NOTED ON ELEVATIONS  
SLOPES AS NOTED ON ELEVATIONS

**REVISIONS**

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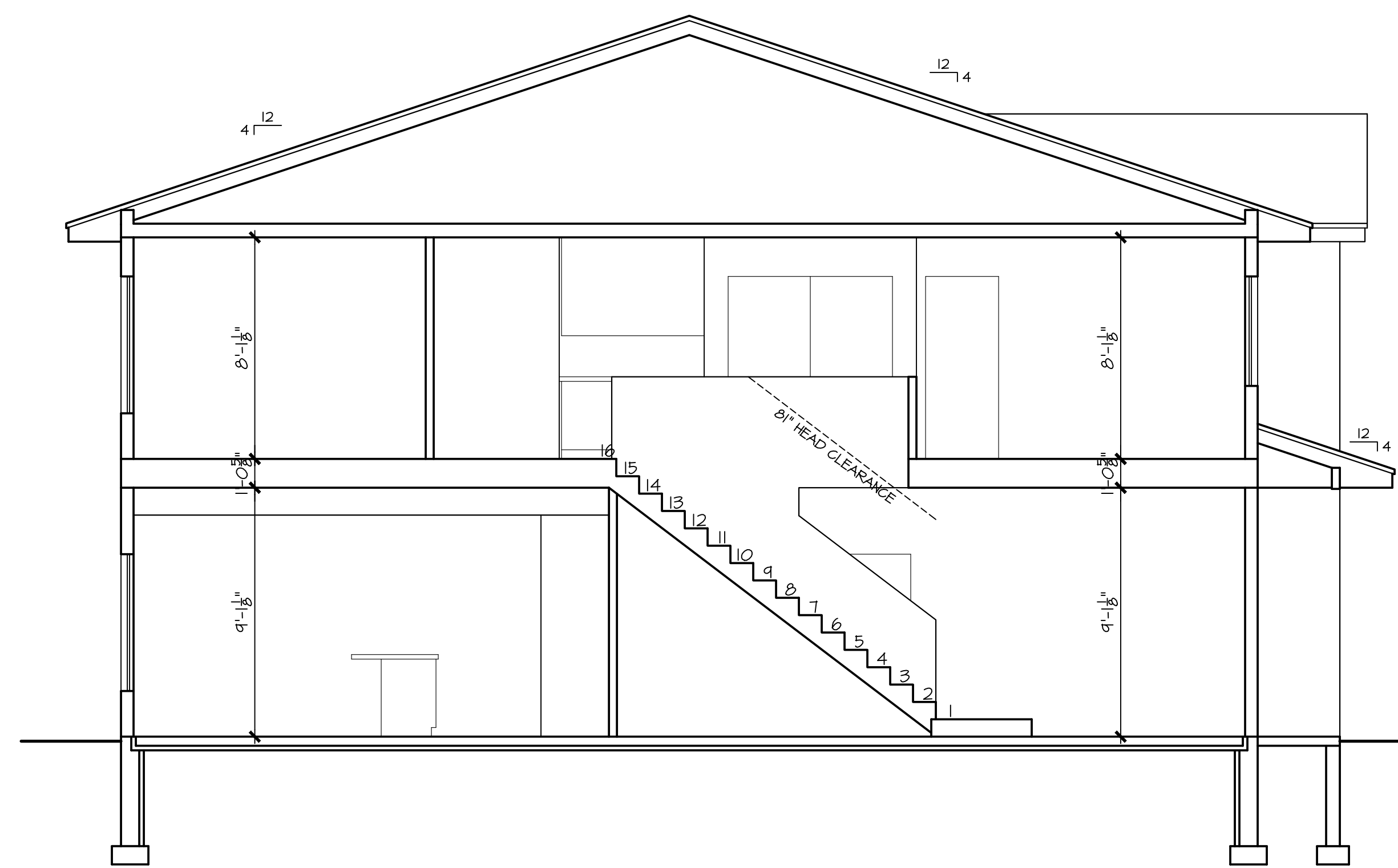
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7 OF 8

BID SET, N.F.C.

ALL RIGHTS ARE RESERVED BY THE ARCHITECT. THIS DRAWING IS THE PROPERTY OF A-K DESIGN PROFESSIONALS, LLC. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF A-K DESIGN PROFESSIONALS, LLC. THE ARCHITECT'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED. THE ARCHITECT DOES NOT WARRANT THAT THE INFORMATION PROVIDED IS COMPLETE, ACCURATE, OR UP-TO-DATE. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY CONSTRUCTION DEFECTS OR OMISSIONS. THE ARCHITECT'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED. THE ARCHITECT DOES NOT WARRANT THAT THE INFORMATION PROVIDED IS COMPLETE, ACCURATE, OR UP-TO-DATE. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY CONSTRUCTION DEFECTS OR OMISSIONS.

**POINT CROSSING LLC**



**SECTION 'A'**

SCALE:  
11x17 PAPER: 1/8" = 1'-0"  
24x36 PAPER: 1/4" = 1'-0"

REVISIONS		
NO.	DATE	TYPE OF REVISIONS

TABLE OF CONTENTS	
RENDERED FRONT	1
FOUNDATION PLAN	2
FIRST FLOOR PLAN	3
SECOND FLOOR PLAN	4
FRONT & BACK ELEVATION	5
LEFT & RIGHT ELEVATION	6
ROOF OUTLINE	7
SECTIONS & DETAILS	8

UNIT AREAS	
FIRST FLOOR	760
SECOND FLOOR	1076
<b>TOTAL LIVING:</b>	<b>1836 #</b>
GARAGE	361
FRONT PORCH	36
<b>TOTAL COVERED:</b>	<b>2233 #</b>
PATIO	100

**JOB # 25033-V4**

**8 OF 8**

**BID SET, N.F.C.**

# General Provisions - Existing

## 23.01 GENERAL PROVISIONS:

The following general provisions shall apply in the interpretation and enforcement of this ordinance:

### 1) Title.

This ordinance shall be known and may be cited and referred to as the "Zoning Ordinance" of the City of Stevens Point, Wisconsin.

### 2) Compliance.

The use or development of any land or water, a change or alteration in the use of and land or water, and the use, change of use, alteration, construction, reconstruction, remodeling or expansion of any structure within the areas to be regulated by this ordinance shall be in compliance with the terms of this ordinance, and other applicable local, state, and federal regulations.

### 3) Conflicting Provisions Repealed.

The Zoning Ordinance and all amendments thereto, the mobile home ordinance, airport height limitation ordinance and all ordinances or parts or sections of ordinances in conflict herewith, of the City of Stevens Point, WI. are hereby repealed in their entirety except provisions regulating signs and the following ordinance is enacted in lieu thereof.

### 4) Purpose and Intent.

The purpose of this ordinance is to promote the health, safety, morals, prosperity, aesthetics and general welfare of this community. It is the general intent of this ordinance to regulate and restrict the use of all structures, lands and waters; regulate and restrict lot coverage, population distribution and density, and the size and location of all structures so as to: lessen congestion in and promote the safety and efficiency of the streets and highways; secure safety from fire, flooding, panic and other dangers; provide adequate light, air, sanitation and drainage; percent over-crowding; avoid undue population concentration; facilitate the adequate provision of public facilities and utilities; stabilize and protect property values; further the appropriate use of land and conservation of natural resources; preserve and promote the beauty of the community; and implement the community's comprehensive plan or plan components. It is further intended to provide for the administration and enforcement of this ordinance and to provide penalties for its violation.

### 5) Authority.

These regulations are adopted pursuant to the authorization contained in Sections 62.23, 87.30, 114.126 and 145.02 of the Wisconsin Statutes as amended and said Section of Wisconsin Statutes is hereby adopted.

### 6) Interpretation, Greater Restrictions and Abrogation.

Where a city ordinance other than this chapter is more restrictive than the provisions contained in this ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise. This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or private deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail.

**7) Warning and Disclaimer of Liability.**

The degree of protection intended to be provided by this chapter is considered reasonable for regulatory purposes and is based on engineering and scientific methods of study. This ordinance does not imply that compliance will result in freedom from damages nor shall this ordinance create a liability on the part of or a cause of acting against the City of Stevens Point or any officer or employee for any damage that may result from reliance on this ordinance.

**8) Effective Date.**

This ordinance is effective after public hearing, adopted by the Common Council on February 14, 1979, and publication on February 23, 1979.

**9) Severability.**

Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

**10) Exceptions and Modifications.**

The regulations specified in this ordinance shall be subject to the following exceptions and interpretations:

Structures permitted above height limit. The building height limitations of this ordinance shall be modified as follows:

- 1) Chimneys, cooling towers, elevator bulkheads, fire towers, monuments, penthouses, stacks, stage towers or scenery lofts, tanks, water towers, silos, spires and radio or television towers, or necessary mechanical appurtenances may be erected to a height in accordance with existing or here-after adopted ordinances of the City of Stevens Point, Wisconsin.
- 2) Public, semi-public or public service building, hospitals, sanitariums or schools, when permitted in a district, may be erected to a height not exceeding sixty (60) feet, and churches and temples, or structures at an airport, when permitted in a district may be erected to a height not exceeding seventy-five (75) feet if the building is set back from each property line at least two (2) feet for each foot of additional building height above the height limit otherwise provided in the district in which the building is built.

**23.01 GENERAL PROVISIONS:**

The following general provisions shall apply in the interpretation and enforcement of this Ordinance:

1) Title.

This Ordinance, effective as of XXXXXX X, 20XX, shall be known and may be cited and referred to as the "Zoning Ordinance" of the City of Stevens Point, Wisconsin. This title may also be known and referred to as "this Chapter" or "this Ordinance."

2) Zoning Map.

The Stevens Point Zoning Map is hereby incorporated into and made a part of this Ordinance. The Zoning Administrator shall administer the Zoning Map in accordance with Section 23.XX.

3) Authority & Applicability.

- a) This Ordinance is created pursuant to the authority granted under ss. 62.23(7), 62.231, 87.30, 236.45, and 281.31, Wis. Stats.
- b) Where this Ordinance refers to or cites a section of Wisconsin Statutes and federal law, and such section is later amended or superseded, then this Ordinance shall refer to the amended section or the section that most nearly corresponds to the superseded section.
- c) All lands within the City's corporate boundary and its extraterritorial jurisdiction, as identified on the Zoning Map, are subject to this Ordinance.
- a) When allowed by the State of Wisconsin, this Ordinance shall apply to any building, structure, lot, land use, development, or subdivision by City, county, state, or federal agencies on land subject to this Ordinance.
- d)

4) Severability.

Should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

2) Compliance:

The use or development of any land or water, a change or alteration in the use of and land or water, and the use, change of use, alteration, construction, reconstruction, remodeling or expansion of any structure within the areas to be regulated by this ordinance shall be in compliance with the terms of this ordinance, and other applicable local, state, and federal

Commented [AK1]: Finalized at a later date.

Commented [AK2]: City zoning statute.

Commented [AK3]: City zoning of wetlands in shorelands.

Commented [AK4]: Floodplain zoning.

Commented [AK5]: Subdivision regulations.

NOTE: To be included if the City's Subdivision Ordinance is consolidated in the Zoning Ordinance.

Commented [AK6]: Navigable waters protection law.

Commented [AK7]: NOTE: To be included if the City's Subdivision Ordinance is consolidated in the Zoning Ordinance.

regulations:

3) ~~Conflicting Provisions Repealed:~~

~~The Zoning Ordinance and all amendments thereto, the mobile home ordinance, airport height limitation ordinance and all ordinances or parts or sections of ordinances in conflict herewith, of the City of Stevens Point, WI. are hereby repealed in their entirety except provisions regulating signs and the following ordinance is enacted in lieu thereof:~~

Commented [AK8]: Consolidated under 23.01(3).

4) Purpose and Intent.

5) The purpose of this ordinance is to promote the health, safety, morals, prosperity, aesthetics and general welfare of this community. It is the general intent of this ordinance to regulate and restrict the use of all structures, lands and waters; regulate and restrict lot coverage, population distribution and density, and the size and location of all structures so as to: lessen congestion in and promote the safety and efficiency of the streets and highways; secure safety from fire, flooding, panic and other dangers; provide adequate light, air, sanitation and drainage; prevent over-crowding; avoid undue population concentration; facilitate the adequate provision of public facilities and utilities; stabilize and protect property values; further the appropriate use of land and conservation of natural resources; preserve and promote the beauty of the community; and implement the community's comprehensive plan or plan components. It is further intended to provide for the administration and enforcement of this ordinance and to provide penalties for its violation.

5)

The purpose of this Ordinance is to:

1. Protect the health, safety, and general welfare of the public;
2. Implement goals and policies of the City's Comprehensive Plan;
3. Regulate the location, construction, reconstruction, alteration, and use of buildings, structures, and land;
4. Provide adequate light and air; prevent the overcrowding of land; secure safety from fire, panic, and other dangers;
5. Control and lessen congestion in the streets;

- 6. Promote an efficient and economic use of land;
- 7. Facilitate adequate provisions for transportation, water, sewerage, schools, parks, and other public facilities; and
- 6. Ensure orderly development that is complementary and harmonious to the surrounding area.

**Commented [AK9]:** Reviewed during October 21, 2025 Plan Commission meeting.

Authority:

These regulations are adopted pursuant to the authorization contained in Sections 62.23, 87.30, 14.126 and 145.02 of the Wisconsin Statutes as amended and said Section of Wisconsin Statutes is hereby adopted.

**Commented [AK10]:** Consolidated under 23.01(3).

7) \_\_\_\_\_ Interpretation, Greater Restrictions and Abrogation.

Where a city ordinance other than this ~~chapter~~ Ordinance is more restrictive than the provisions contained in this Ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise. This Ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or private deed restrictions. However, where this Ordinance imposes greater restrictions, the provisions of this Ordinance shall prevail.

7) Word Usage

The interpretation of this Ordinance shall abide by the provisions and rules of this Section, except where the context clearly requires otherwise, or where the result would clearly be inconsistent with the apparent intent of this Ordinance.

- a) The word “City” shall mean the City of Stevens Point, Wisconsin.
- b) The word “County” shall mean the County of Portage, Wisconsin.
- c) The word “State” shall mean the State of Wisconsin.
- d) The words “Plan Commission” shall mean the City of Stevens Point Plan Commission.
- e) The words “Zoning Board of Appeals” and “Board of Appeals” shall refer to the City of Stevens Point Zoning Board of Appeals.
- f) The word “Council” shall refer to the City of Stevens Point Common Council.
- g) The words “shall,” “will,” and “must” are mandatory.
- h) The words “may,” “might,” and “can” are permissive.
- i) The masculine gender shall include the feminine, and vice versa.
- j) Words that are used or defined in one tense or form shall include other tenses and derivative forms.

8) Abbreviations

The following abbreviations in this Ordinance are intended to have the following meanings:

<u>Abbreviation</u>	<u>Meaning</u>
---------------------	----------------

ft	Foot
Sq ft	Square Feet
Wis. Stats.	Wisconsin Statutes
P	Permitted Land Use
C	Conditional Land Use

8) ~~Warning and Disclaimer of Liability:~~

~~The degree of protection intended to be provided by this chapter is considered reasonable for regulatory purposes and is based on engineering and scientific methods of study. This ordinance does not imply that compliance will result in freedom from damages nor shall this ordinance create a liability on the part of or a cause of acting against the City of Stevens Point or any officer or employee for any damage that may result from reliance on this ordinance.~~

9) ~~Effective Date:~~

~~This ordinance is effective after public hearing, adopted by the Common Council on February 14, 1979, and publication on February 23, 1979.~~

**Commented [AK11]:** Consolidated with 23.01(1).

10) ~~Severability:~~

~~Should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.~~

**Commented [AK12]:** Relocated above.

3336073

Easement

THIS INDENTURE is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between **City of Stevens Point**, ("Grantor") and **WISCONSIN PUBLIC SERVICE CORPORATION**, a Wisconsin Corporation, along with its successors and assigns (collectively, "Grantee") for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor, owner of land, hereby grants and warrants to, Grantee, a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area" more particularly described as follows:

Part of Lots 1 and 2, and Outlot 2 of Certified Survey Map No. 11827, Recorded in the Portage County Register of Deeds as Document 900985; and part of Blocks 9, 10, & 24 of the recorded Plat of Strong, Ellis, and Others Addition, all being part of Government Lot 2 of Section 32, Township 24 North, Range 8 East, **City of Stevens Point, County of Portage, State of Wisconsin**, as shown on the attached Exhibit "A".

Return to:  
Wisconsin Public Service Corp.  
Real Estate Dept.  
P.O. Box 19001  
Green Bay, WI 54307-9001

Tax Parcel Identification Number  
(PIN)

281-24-0832201308  
281-24-0832201937  
281-24-0832201938  
281-24-0832201939

1. **Purpose: ELECTRIC UNDERGROUND AND GAS** - The purpose of this easement is to construct, install, operate, maintain repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground, as well as pipeline or pipelines with valves, tieovers, main laterals and service laterals, together with all necessary and appurtenant equipment under and above ground, including cathodic protection apparatus used for corrosion control, as deemed necessary by Grantee, for the transmission and distribution of electric energy, signals, television and telecommunications services; natural gas and all by-products thereof, or any liquids, gases, or substances which can or may be transported or distributed through a pipeline, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee shall have the right to enter on and across any of the Grantor's property outside of the easement area as may be reasonably necessary to gain access to the easement area and as may be reasonably necessary for the construction, installation, operation, maintenance, inspection, removal or replacement of the Grantee's facilities.
3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric and gas codes or any amendments thereto.

4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until sometime in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
8. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document *or* voluntarily waives the five day review period.

[REMAINDER OF PAGE LEFT BLANK]

WITNESS the hand and seal of the Grantor the day and year first above written

**City of Stevens Point**

Organization name

Sign Name

Print name & title

Sign Name

Print name & title

STATE )  
OF )  
COUNTY )  
OF )

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the above-named \_\_\_\_\_ **City of Stevens Point**, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same

Sign Name

Print Name

Notary Public, State of

My Commission expires:

This instrument drafted by: Philip Paradies  
Wisconsin Public Service Corporation

REMS Entity ID	WR Number	Document ID	REMS Formatted Number
1488432	WMIS-3362776	3336073	INT11-488-432

# TEMPORARY EXHIBIT "A"

NOT TO SCALE  
FOR REFERENCE ONLY



12 FOOT WIDE EASEMENT

12 FOOT WIDE EASEMENT

SOUTHERLY TERMINUS OF  
12 FOOT WIDE EASEMENT

10 FOOT WIDE EASEMENT

NORTH

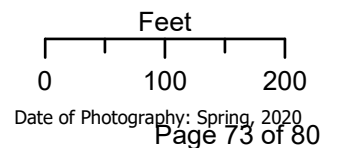
**\*\*Temporary Exhibit\*\* will be sent for approval at a later date\*\***



This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.

Prepared by Portage County Planning and Zoning: August 20, 2025 RPS

- Parcel Boundaries
- Parcel of Interest





## MEMORANDUM

To: City of Stevens Point Plan Commission and Common Council

From: Jarod Kivela, Director of Community Development

Date: October 29, 2025

**RE: Forest Creek Subdivision – Request to Combine Lots**

---

A request has been submitted regarding two remaining small lots within the Forest Creek Subdivision. The developer, who previously purchased and constructed single-family slab-on-grade homes on two of the four small lots in this block, is seeking to purchase the remaining two lots (each approximately 5,040 square feet) and combine them into a single parcel totaling 10,080 square feet.

After evaluating the site, the developer has indicated that building on the final corner lot as a standalone single-family home would be challenging given its configuration and grading. The developer does not specialize in zero-lot-line or duplex construction and would prefer to combine the lots to construct one additional single-family home consistent with their prior development in the subdivision.

Staff has reviewed the request with City building inspectors and evaluated it against applicable zoning standards. While construction of two single-family homes would not be impossible, it is not considered ideal based on site conditions and lot layout.

Staff is therefore bringing this request forward to the Plan Commission and Common Council for direction. The options available include:

1. Approving the combination and sale of the two lots to the developer for construction of a single-family home; or
2. Maintaining the lots as separate parcels for potential development as a duplex, zero-lot-line homes, or two smaller single-family homes by a future builder.

Staff seeks input from the Plan Commission and Council regarding the preferred course of action.

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

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*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.*

# 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.

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 June 25, 2024

*Don J. Jans*  
 Department of Administration



**UTILITY EASEMENTS**  
 ALL UTILITIES TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB THE MINIMUM 10' SETBACK FROM ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF ANY EXISTING UTILITIES SHALL BE THE RESPONSIBILITY OF THE SURVEYOR BY ANYONE AS A CONDITION OF ANY UTILITY EASEMENT. ALL UTILITY EASEMENTS AS HEREIN SET FORTH ARE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREA.

**UTILITY EASEMENTS NOTES**  
 THE UTILITY EASEMENTS INCLUDE THE RIGHT OF THE UTILITY COMPANY TO INSTALL, MAINTAIN, REPAIR, OPERATE AND REMOVE THE EASEMENT WHICH WOULD INTERFERE WITH THE CONSTRUCTION OR MAINTENANCE OF THE UTILITY.



**UTILITY EASEMENT NOTES**  
 ALL UTILITY EASEMENTS SHALL BE PARALLEL TO ROW LINES AND EASEMENTS ARE PARALLEL TO ROW LINES AND EASEMENTS ARE PARALLEL TO ROW LINES. NOT TO SCALE.

**DRAINAGE EASEMENT NOTES**  
 TYPICAL DRAINAGE EASEMENT WITH AS NOTED. SIZES OF EASEMENT ARE PARALLEL TO LOT LINES. PROVIDE CONTINUITY. NOT TO SCALE.

**BIKE/PEDESTRIAN EASEMENT**  
 LOT 2 AND EAST SIDE OF OUT LOT AND OUT LOT ALONG SOUTHERN SIDE OF OUT LOT AND OUT LOT. PROVIDE CONTINUITY. NOT TO SCALE.

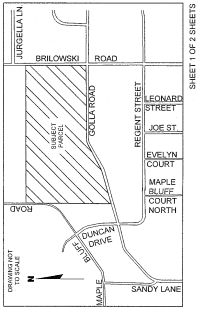
**LOT SIZE**

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

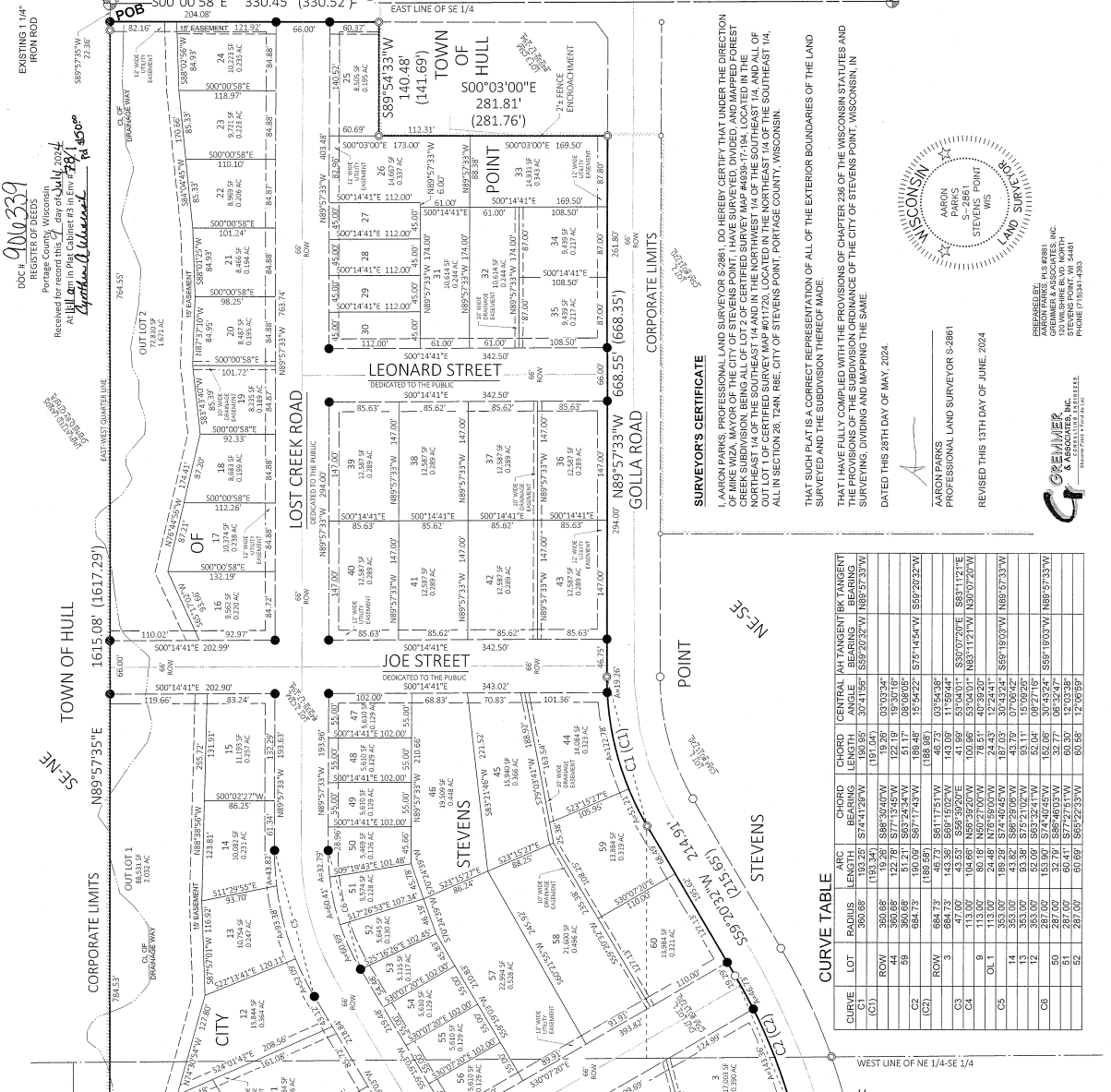
**BASE FOR BEARING**  
 BEARINGS REFERENCED TO THE EAST LINE OF THE SECTION 26, T24N, R8E, HAVING A GRID COORDINATE SYSTEM, PORTAGE COUNTY, WISCONSIN (NAD83/0311).



**VICINITY MAP**  
 SCALE: 1"=80'



DOC # 0000339  
 REGISTER OF DEEDS  
 Portage County, Wisconsin  
 Received for Recording on 05/20/24  
 at 10:01 AM in Plat Exhibit #3 to Form 787  
*Anthony J. Jans*



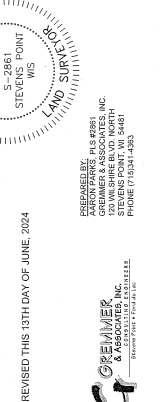
**SURVEYOR'S CERTIFICATE**  
 I, AARON PARKS, PROFESSIONAL LAND SURVEYOR S-2881, DO HEREBY CERTIFY THAT UNDER THE DIRECTION OF MIKE WAZA, MAYOR OF THE CITY OF STEVENS POINT, I HAVE SURVEYED, DIVIDED, AND MAPPED FOREST CREEK SUBDIVISION, BEING ALL OF LOT 2 OF CERTIFIED SURVEY MAP #4939-17-194, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 AND IN THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF 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 COMPARED 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-2881  
 REVISED THIS 13TH DAY OF JUNE, 2024



**CURVE TABLE**

CURVE	LOT	RADIUS	ARC LENGTH	CHORD LENGTH	BEARING	CENTRAL ANGLE	PERCENT	BEARING	PERCENT
C1	30	365.68	193.25	174.41	297.41°56'	59°20'22"	100.00	193.25	100.00
C2	31	365.68	193.25	174.41	307.41°56'	59°20'22"	100.00	193.25	100.00
C3	32	365.68	193.25	174.41	317.41°56'	59°20'22"	100.00	193.25	100.00
C4	33	365.68	193.25	174.41	327.41°56'	59°20'22"	100.00	193.25	100.00
C5	34	365.68	193.25	174.41	337.41°56'	59°20'22"	100.00	193.25	100.00
C6	35	365.68	193.25	174.41	347.41°56'	59°20'22"	100.00	193.25	100.00
C7	36	365.68	193.25	174.41	357.41°56'	59°20'22"	100.00	193.25	100.00
C8	37	365.68	193.25	174.41	367.41°56'	59°20'22"	100.00	193.25	100.00
C9	38	365.68	193.25	174.41	377.41°56'	59°20'22"	100.00	193.25	100.00
C10	39	365.68	193.25	174.41	387.41°56'	59°20'22"	100.00	193.25	100.00
C11	40	365.68	193.25	174.41	397.41°56'	59°20'22"	100.00	193.25	100.00
C12	41	365.68	193.25	174.41	407.41°56'	59°20'22"	100.00	193.25	100.00
C13	42	365.68	193.25	174.41	417.41°56'	59°20'22"	100.00	193.25	100.00
C14	43	365.68	193.25	174.41	427.41°56'	59°20'22"	100.00	193.25	100.00
C15	44	365.68	193.25	174.41	437.41°56'	59°20'22"	100.00	193.25	100.00
C16	45	365.68	193.25	174.41	447.41°56'	59°20'22"	100.00	193.25	100.00
C17	46	365.68	193.25	174.41	457.41°56'	59°20'22"	100.00	193.25	100.00
C18	47	365.68	193.25	174.41	467.41°56'	59°20'22"	100.00	193.25	100.00
C19	48	365.68	193.25	174.41	477.41°56'	59°20'22"	100.00	193.25	100.00
C20	49	365.68	193.25	174.41	487.41°56'	59°20'22"	100.00	193.25	100.00
C21	50	365.68	193.25	174.41	497.41°56'	59°20'22"	100.00	193.25	100.00
C22	51	365.68	193.25	174.41	507.41°56'	59°20'22"	100.00	193.25	100.00
C23	52	365.68	193.25	174.41	517.41°56'	59°20'22"	100.00	193.25	100.00

**LEGEND**

- FOUND GOVERNMENT MONUMENT AS NOTED
- EXISTING 1/4" REBAR
- EXISTING 1/4" O.D. IRON PIPE
- EXISTING 1/4" O.D. IRON PIPE
- EXISTING 1/4" X 1/4" CLEAR WEIGHTING 4.30 LBS/LIN FT
- EXISTING 1/4" X 1/4" CLEAR WEIGHTING 1.66 LBS/LIN FT
- ALL OTHER LOT CORNERS SET WITH A 1 1/4" X 1/4" O.D. IRON PIPE WEIGHING 1.66 LBS/LIN FT
- ( ) RECORDED DISTANCE FROM PREVIOUS INSTRUMENT

Doc. # 900339

# 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, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

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

Certified June 25, 2014

*Aaron Banks*  
Department of Administration



### SURVEYOR'S CERTIFICATE

I, AARON BANKS, PROFESSIONAL LAND SURVEYOR S-2861, DO HEREBY CERTIFY THAT UNDER THE DIRECTION OF MIKE WIZA, MAYOR OF THE CITY OF STEVENS POINT, A SUBDIVISION OF THE LAND SURVEYED, 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, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST QUARTER CORNER OF SECTION 26, T4N, R8E, THERE 889.57'± SW, ALONG THE EAST QUARTER LINE OF SAID SECTION 26, 22.36 FEET, TO THE EXISTING WEST RIGHT OF WAY LINE OF BRILONSKI ROAD, ALONG THE SOUTHWEST CORNER OF SAID SECTION 26, 130.48 FEET, TO THE NORTHEAST CORNER OF LOT 3 OF CERTIFIED SURVEY MAP #4939-17-194;

THENCE S89°57'29" W, ALONG THE NORTH LINE OF SAID LOT 3, 184.88 FEET;

THENCE S00°03'09" E, ALONG THE WEST LINE OF SAID LOT 3, 281.18 FEET, TO THE EXISTING NORTH RIGHT OF WAY LINE OF GOLLA ROAD;

THENCE N89°07'37" W, ALONG THE SAID EXISTING NORTH RIGHT OF WAY LINE, 694.55 FEET;

THENCE S89°07'37" W, ALONG THE SAID EXISTING NORTH RIGHT OF WAY LINE, 100.95 FEET, TO THE POINT OF BEGINNING;

SOUTHERLY, A CHORD WHICH BEARS S74°29'30" W, A DISTANCE OF 100.95 FEET, TO THE POINT OF BEGINNING;

THENCE ALONG SAID EXISTING NORTH RIGHT OF WAY, SOUTHWESTERLY, 180.00 FEET ALONG THE ARC OF A 684.73 FOOT RADIUS CURVE, CENTER WHICH LIES NORTHERLY, A CHORD WHICH BEARS S87°17'49" W, A DISTANCE OF 189.48 FEET, TO THE POINT OF BEGINNING;

THENCE S87°17'49" W, ALONG THE SAID EXISTING NORTH RIGHT OF WAY LINE, 100.95 FEET, TO THE POINT OF BEGINNING;

THENCE N89°07'37" E, 191.03 FEET ALONG SAID EAST-WEST QUARTER LINE TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 24.639 ACRES, MORE OR LESS.

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 MARKING THE SAME.



AARON BANKS  
PROFESSIONAL LAND SURVEYOR S-2861

REVISED THIS 23TH DAY OF JUNE, 2014

### CORPORATE OWNER'S CERTIFICATE OF DEDICATION

I, MIKE WIZA, MAYOR OF THE CITY OF STEVENS POINT, WISCONSIN, AS OWNER, DO HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, LINED, MARKED, MAPPED AND DEDICATED AS REPRESENTED ON THIS PLAT.

CITY OF STEVENS POINT, DOES FURTHER CERTIFY THAT THIS PLAT IS REQUIRED BY S. 236.10 OR S. 236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

STATE OF WISCONSIN DEPARTMENT OF ADMINISTRATION  
CITY OF STEVENS POINT

IN WITNESS WHEREOF, THE SAID CITY OF STEVENS POINT HAS CAUSED THESE PRESENTS TO BE SIGNED BY MIKE WIZA, ITS MAYOR, AND ATTESTED BY KARI YENTER, A CLERK OF SAID CITY OF STEVENS POINT, WISCONSIN, AND ITS CORPORATE SEAL, TO BE HERETO AFFIXED ON THIS 25TH DAY OF JUNE, 2014.

*Mike Wiza*  
MIKE WIZA  
MAYOR

STATE OF WISCONSIN )  
PORTAGE COUNTY ) SS

WE KNOW TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND TO ME UNKNOWN TO BE SUCH MAYOR AND CLERK OF SAID CORPORATION, AND

ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH OFFICERS AS THE DEED OF SAID CORPORATION, BY ITS AUTHORITY.

*Kari Yenter*  
KARI YENTER, CLERK

NOTARY PUBLIC, PORTAGE COUNTY, WISCONSIN

MY COMMISSION EXPIRES 12-17-2015



### COMMON COUNCIL RESOLUTION

RESOLVED, THAT THE PLAT OF FOREST CREEK SUBDIVISION IN THE CITY OF STEVENS POINT, WISCONSIN, OWNED BY MIKE WIZA, MAYOR OF THE COMMON COUNCIL OF THE CITY OF STEVENS POINT, OWNER, IS HEREBY APPROVED BY THE COMMON COUNCIL OF THE CITY OF STEVENS POINT.

APPROVED THIS 25TH DAY OF JUNE, 2014.

*Mike Wiza*  
MIKE WIZA, MAYOR

HEREBY ATTEST THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE COMMON COUNCIL OF THE CITY OF STEVENS POINT.

ATTESTED BY: *Kari Yenter*  
KARI YENTER, CLERK

### CITY CLERK'S CERTIFICATE

STATE OF WISCONSIN )  
PORTAGE COUNTY ) SS

I, KARI YENTER, BEING THE DULY APPOINTED, QUALIFIED AND ACTING CITY CLERK OF THE CITY OF STEVENS POINT, DO HEREBY CERTIFY THAT COPIES 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, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN, WERE FILED WITHIN THE 20-DAY LIMIT SET BY S.W.C. 10.01 OR, IF FILED, WERE BEING FILED.

DATE: *June 25, 2014*

*Kari Yenter*  
KARI YENTER, CLERK

### CITY TREASURER'S CERTIFICATE

STATE OF WISCONSIN )  
PORTAGE COUNTY ) SS

I, CORBY LINDCK, BEING THE DULY ELECTED, QUALIFIED AND ACTING TREASURER OF THE CITY OF STEVENS POINT, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF *June 25, 2014*, AFFECTING THE LANDS INCLUDED IN THE PLAT OF FOREST CREEK SUBDIVISION.

DATE: *June 25, 2014*

*Corby Lindck*  
CORBY LINDCK, CITY TREASURER

### COUNTY TREASURER'S CERTIFICATE

STATE OF WISCONSIN )  
PORTAGE COUNTY ) SS

I, AMBERA PETERSON, BEING THE DULY ELECTED, QUALIFIED AND ACTING TREASURER OF THE COUNTY OF PORTAGE, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF *June 25, 2014*, AFFECTING THE LANDS INCLUDED IN THE PLAT OF FOREST CREEK SUBDIVISION.

DATE: *June 25, 2014*

*Ambera Peterson*  
AMBERA PETERSON, COUNTY TREASURER

### UTILITY EASEMENT PROVISIONS

AN EASEMENT FOR ELECTRIC, NATURAL GAS AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY:

THE CITY OF STEVENS POINT, GRANTOR, TO

WISCONSIN PUBLIC SERVICE CORPORATION, A WISCONSIN CORPORATION, GRANTEE,

CHARTER COMMUNICATIONS-SPECTRUM TELECOMMUNICATIONS COMPANY, GRANTEE AND

ITS RESPECTIVE SUCCESSORS AND ASSIGNS, TO CONSTRUCT, INSTALL, OPERATE, MAINTAIN AND REPLACE FROM TIME TO TIME FACILITIES USED IN

TV AND FIBER OPTIC FACILITIES FOR SUCH PURPOSE AS THE SAME EXIST OR MAY HEREAFTER BE USED, ALL IN, OVER, UNDER, ACROSS, ALONG AND UPON THE

LANDS DESCRIBED ON THIS PLAT, TOGETHER WITH THE RIGHT TO INSTALL UTILITY EASEMENT AND THE PROPERTY DEPOSITED ON THE PLAT FOR STREETS AND

ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHT TO INSTALL UTILITY EASEMENT AND THE PROPERTY DEPOSITED ON THE PLAT FOR STREETS AND

EACH LOT TO SERVE IMPROVEMENTS, THEREON, OR ON ADJACENT LOTS, ALSO THE RIGHT TO TRIM OR CUT DOWN TREES, BRUSH AND ROOTS AS MAY BE

NECESSARY TO MAINTAIN OR RESTORE OR CAUSE TO BE RESTORED, THE PROPERTY AS NEARLY AS IS REASONABLY POSSIBLE, TO THE CONDITION EXISTING PRIOR TO

SUCH ENTRY BY THE GRANTEE OR THEIR AGENTS. THIS RESTORATION, HOWEVER, DOES NOT APPLY TO THE INITIAL INSTALLATION OF SAID UNDERGROUND AND/OR

ROOTS WHICH MAY BE REMOVED AT ANY TIME PURSUANT TO THE RIGHTS HEREBY GRANTED. STRUCTURES SHALL NOT BE PLACED OVER GRANTEE'S FACILITIES OR IN

ANY SUCH FACILITIES. THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED BY MORE THAN SIX INCHES WITHOUT THE WRITTEN CONSENT OF GRANTEE.

THIS UTILITY EASEMENT PROVISION DOES NOT PREVENT OR PROHIBIT OTHERS FROM UTILIZING OR CROSSING THE UTILITY EASEMENT(S)

AND NON-EXCLUSIVE.

THE GRANT OF EASEMENT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIRS, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

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

PREPARED BY:  
GREMMER ASSOCIATES, INC.  
100 WILSHIRE BLVD. NORTH  
STEVENS POINT, WI 54481  
PHONE (715) 448-1485





## DIRECTORS REPORT

To: City Plan Commission  
From: Jarod Kivela, Director of Community Development  
Date: October 30, 2025  
RE: **Directors Report**

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### Development Updates

- **Portage County Business Park BID/Downtown BID:** Karen Margelofsky has started as the BID Executive Director. We are excited to have her on board!

Karen has already jumped into the deep end and has started to complete the revisions to both Operation Plans and budgets. She is of course learning all of the elements to each BID and the city as a whole (future projects, grant programs, etc.). Staff looks forward to working alongside Karen to ensure she has the support needed as she continues to learn the ropes.

- **Forest Creek Subdivision:** A total of 25 lots have had movement in the new subdivision. 21 of the lots have officially closed and 4 are pending.

Although a rocky process for each, all of the mailboxes have been installed, and TDS has installed Fiber throughout the subdivision. Both systems are operational.

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

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*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.*

Address	Lot Number	Sale Date	Purchase Price
0 FOREST CREEK RD STEVENS POINT WI 54482	15	5/6/2025	\$65,000.00
5534 FOREST CREEK RD STEVENS POINT WI 54482	17	6/27/2025	\$55,000.00
5542 FOREST CREEK RD STEVENS POINT WI 54482	18	7/3/2025	\$55,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	21	Pending	\$55,000.00
5580 FOREST CREEK RD STEVENS POINT WI 54482	22	10/15/2025	\$55,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	23	Pending	\$55,000.00
5581 FOREST CREEK RD STEVENS POINT WI 54482	27	4/9/2025	\$22,000.00
5573 FOREST CREEK RD STEVENS POINT WI 54482	28	4/9/2025	\$22,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	29	Offer	\$34,000.00
0 LEONARD ST STEVENS POINT WI 54482	30	Offer	
5572 GOLLA RD, STEVENS POINT, WI 54482	34	4/9/2025	\$45,000.00
5566 GOLLA RD, STEVENS POINT, WI 54482	35	4/9/2025	\$45,000.00
220 LEONARD ST STEVENS POINT WI 54482	37	5/23/2025	\$50,000.00
212 LEONARD ST, STEVENS POINT, WI 54482	38	4/9/2025	\$50,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	39	10/10/2025	\$50,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	40	9/11/2025	\$50,000.00
211 JOE ST, STEVENS POINT, WI 54482	41	4/9/2025	\$50,000.00
219 JOE ST STEVENS POINT WI 54482	42	5/23/2025	\$50,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	49	9/11/2025	\$25,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	50	9/11/2025	\$25,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	51	9/11/2025	\$25,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	52	9/11/2025	\$25,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	53	9/11/2025	\$25,000.00
0 FOREST CREEK RD STEVENS POINT WI 54482	54	9/11/2025	\$25,000.00
5469 FOREST CREEK RD STEVENS POINT WI 54482	55	4/9/2025	\$25,000.00

- **TID 14:** Staff continues to explore leads for new business for this area as well as respond to RFI's that come in through the WEDC. City Staff continues to evaluate and advocate for ways to make this area more attractive and set it up for success. The City's new industrial park site in TID 14 (Badger Ave area) is continuing to be overlooked by businesses, as it does not have high-pressure gas

available for use or rail access. Many businesses looking to locate in an area like this want to have the systems already installed or have a guaranteed installation date.

Through a partnership with Burlington Junction Railway, an effort is being made to source local and regional businesses that could benefit from rail in the park. We are at the beginning stages of having those discussions. With pairing potential local interest and continuing to source new businesses to the park, staff is confident that a pathway can be found to get the rail installed and show a positive financial justification for doing so.

- **Shopko Site:** The developer that has been engaged with the city for the better part of this year has unfortunately missed the WHEDA deadline for tax credits and had to return them. With that being the case, the project was essentially dead for this year. Interest was provided by the developer to submit for next year recently, but Staff has already been working through the process with a developer on another portion of the site. Staff notified the past developer that we would love to work with them through next year if they would like to resubmit their proposal.

After completing presentations to the RDA, the RDA directed staff to work with Commonwealth Development on an approx. 47 unit affordable housing project on the southeast quarter of the Shopko site. The RDA asked the developer to rework the plan a bit to include more parking and an expanded community servicing facility so that a full daycare could be accommodated in the space. The developer is working on this but has approached the City about a possible increase in the TIF ask to accommodate the expanded facility. More discussions to come. An RDA meeting is being scheduled for mid November.

- **City Hall:** The City Council made a decision to build a new on the 1039 Ellis Street site. Staff have now started the initial design process for the new build with Somerville Architects. While the design work progresses, Staff will work on any additional items needed to prepare for the work (Phase 2 ESA coordination, demolition coordination, survey work, finalizing the transfer with the county, etc.). Although there is a lot of work ahead of us, it is great to see progress.

It is hoped to have a more formal layout and design presented in the near future. A design committee will also be formed so that recommendations can be made on the overall aesthetics of the new building.

- **The Oaks on Maria Drive:** Work continues! The building is being buttoned up, and interior work continues.
- **1466 Water Street/Edgewater Manor Site:** Pelton Builders recently notified the City that they would like to rescind the LOI and withdraw their interest on the site. The contamination aspect of the site was outside of their typical development desires and they are now working with the City on a potential new site for a multi-family project. An RFP has been rereleased for this property.

A few different proposals have been submitted for this property. Staff continues to work through the process with potential developers, current tenants, environmental consultants, state representatives, adjacent land owners and infrastructure companies to keep this project site moving. With these old sites, there is never a clear and easy process. There are always many moving parts that demand quite a bit of staff time. Staff hopes to continue working through the process and bring forward any RFP responses in Q1 of 2026.

- **Comprehensive Plan:** Staff have contracted with the North Central Wisconsin Regional Planning Commission to assist with this effort. The first sections are to be reviewed in the coming weeks by staff, the RPC, and the Planning Commission. This document rewrite is another heavy lift in addition to the zoning code rewrite. Staff is working to juggle both organization of redevelopment sites and

this rewrite. Although a tough situation and heavy demand, staff is navigating quite well. We ask for your patience with us as we continue to work through each of these priorities.

### **General Department**

- Anna Sager from UWSP has been doing a fantastic job assisting with the zoning code rewrite. We have offered her the opportunity to stay with us through the spring year, to which she accepted! We are excited to have her on board for a longer period of time to not only assist us through a heavy project, but also allow her to learn as much as she can through our knowledgeable staff.
- Although an absence in multiple positions resulted in the department falling a bit behind, all new staff are quickly learning the ropes and working to dig out of that backlog. Loren and Rebecca are both doing well in their positions and will increase their efficiency as time continues. Although anything can happen, the department looks forward to having a full strength staff in 2026 so that the workload can be properly evaluated. There is room for efficiency yet and a need for minor staffing changes, but more insight will be gained through 2026.
- Ximena Christianson has submitted her retirement notice for January 5, 2026. The department has been approved for a brief overlap period for training purposes and has thus started the hiring process for that position. Through the process, Cody Hoffman (current electrical inspector) has been offered the positions and has accepted. We are excited to see him excel in his field and look for advancement. With that position now open, we will be looking to post and fill that prior to the end of November.
- Although not department specific, the current CVB Director has resigned and left the organization. Ample notice was provided and a search for a new Director started right away. The interview process continues and it is anticipated that a new Director will be brought on in December of 2025 or right away in the new year.