

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING**

Zoom Teleconferencing

October 19, 2020

By Computer:

7:00 PM

<https://us02web.zoom.us/j/81905357313?pwd=NUorSnFyQzRPV1pRdHVYVnUwS3pmZz09>

Meeting ID: 819 0535 7313

Passcode: 923113

By Phone: +1 301 715 8592

Meeting ID: 819 0535 7313

Passcode: 923113

Agenda

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

Consideration and Possible Action on the Following:

6. Consent Agenda
 - Minutes of the Common Council Meeting of September 21, 2020 and Special Common Council Meeting of October 5, 2020.
 - Minutes and Actions of the Police and Fire Commission meeting of September 1, 2020:
 3. Confirmation of Bills
 5. Request for out of state travel (Indiana) for K9 Officer Jeremiah Ballew - "Train the Trainer" opportunity
 10. Approval of Officer Chi Yang to regular status
 11. Discussion, with possible action, authorization to hire a police officer

- Minutes and Actions of the Park Commission meeting of October 7, 2020:
 2. Approval of September 2, 2020 meeting minutes
 3. Approval of Healthy Halloween Scavenger Hunt special event for October 31, 2020 at Iverson, Bukolt and Koziczowski Parks
 4. Approval of K.B. Willett Arena Standard Facility Rental Policy
 5. Approval Recreation program refund policy
 6. Approval of Donald Copps Municipal Pool rental policy
 7. Approval of 2021 Fee Schedule
 - Minutes and Actions of the Airport Commission meeting of October 12, 2020:
 1. Approval of department claims
 - Minutes and Actions of the Transportation Commission of October 12, 2020:
 2. Approval of the September 14, 2020 Transportation Commission meeting minutes
 3. Approval of the September 2020 financial/claims report
 4. "Free Ride Fridays" on City fixed route buses between Thanksgiving and Christmas
 - Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of October 12, 2020:
 1. Approval of department claims
 7. Approval to ad an additional "Inspection Technician"
 8. Approval of reallocation of consulting funds
 - Minutes and Actions of the Plan Commission meeting of October 5, 2020:
 8. Directors Report
 - Minutes and Actions of the Board of Public Works meeting of October 12, 2020.
 - Minutes and Actions of the Personnel Committee meeting of October 12, 2020:
 2. Request to increase hours for the Production Specialist
 - Minutes and Actions of the Finance Committee meeting of October 12, 2020:
 3. Changing the internal accounting related to the property at 1101 Centerpoint Drive from TIF District 6 to the City Property Fund
 5. Discussion on developing a policy related to the use of contingency funds
 6. Discussion on the use of unspent budget funds
 7. Accept and place on file letters of support for the Plover River Crossing project
 8. Approval of Claims Paid
 - Minutes and Actions of the Public Policy and General Government meeting of October 12, 2020:
 2. License List
 - Statutory Monthly Financial Report by Comptroller/Treasurer.
 - Supplemental Poll Worker List.
7. Ordinance Amendment to Section 9.05 of the Revised Municipal Code as it relates to parking.
 8. Public Hearing - Special Assessments for the Installation of Water Services, Installation of Sanitary Sewer Laterals, and Installation of Storm Sewer Laterals - Project #20-03.
 9. Final Resolution on the above.

10. Elected Official Salary - City Attorney, City Clerk, City Comptroller-Treasurer for 2021 - 2025.
11. Alderperson Salary.
12. Consideration of the 2021 Capital Budget, Capital Improvement Plan for 2022-2025 and update on transportation aid.
13. An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes and Certain Related Details.
14. An Initial Resolution Authorizing the Sale and Issuance of Not to Exceed \$3,590,000 Taxable General Obligation Community Development Bonds and Certain Related Details.
15. Resolution - Extending the Relaxing the Open Intoxicant Ordinance on Specific Days in the Downtown Area.
16. Resolution for a Conditional Use Permit for the Opera House, LLC, to operate an outdoor beer garden at 1116, 1124, and 1128 Main Street (Parcel ID 281240832202973).
17. Resolution for a Conditional Use Permit to construct a front porch and overhang at 2306 College Ave setback 18' 6" from the front yard line consistent with the Traditional Neighborhood Overlay Zoning District (Parcel ID 281240833201509).
18. Resolution for a Sign Variance at 1401 East Avenue for the Friends of Emerson Park to construct a temporary free standing sign exceeding height, duration, and size regulations regulated within the R-3 Zoning District.
19. Resolution to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the property at 1300 Maria Drive from a designation from Institutional/Government to Commercial/Office/Multi-Family (Parcel ID 281240829240034).
20. Resolution to rezone the property at 1300 Maria Drive from "R-2" Single-Family Residential to "PD" Planned Development District (Parcel ID: 281240829240034).
21. Resolution for a Conditional Use Permit to allow for more than one principal structure and use on one lot of official record consistent with Chapter 23.01(13)(f) at the premise of 1300 Maria Drive (Parcel ID 281240829240034).
22. Request from General Capital Group for a Site Plan approval of a proposed development located within the Planned Development Zoning District at 1300 Maria Drive (Parcel ID 281240829240034).

23. Enter into closed session pursuant to Wisconsin Statutes 19.85(1)(e) and 19.85 (1) (g) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session, AND for Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, relating to the following:
- a. Consideration of a potential donation of real estate for public park usage that is predicated on a commitment by the City to make certain investments in infrastructure at the site in question, and which will potentially face complications due to implied or constructive easements benefiting adjacent properties.
 - b. Consideration of a development agreement for the multi-family development at 1300 Maria Drive.

24. Adjournment.

RMC – Revised Municipal Code

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

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

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

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

Zoom Conference Call Meeting

URL: <https://us02web.zoom.us/j/83735281046?>

Password: 689677

Dial in Number: +1 312 626 6799

Meeting ID: 837 3528 1046

September 21, 2020

7:00 PM

1. Roll Call.

Mayor Wiza, Presiding

PRESENT Ald. Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

OTHERS PRESENT Clerk Yenter, Attorney Beveridge, C/T Ladick, Chief Finn, Interim Chief Zenner, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Beduhn, Clerk Administrative Assistant Loew.

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

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

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

5. Presentation to the Mayor and Council: Alex Pearlstein, Alchemy Community Transformations; Update on Community Assessment Findings.

Alex Pearlstein, Alchemy Community Transformation, provided findings from the focus groups, and an online survey. He said the complete findings will soon be released for public viewing.

Consideration and Possible Action on the Following:

6. Consent Agenda

Minutes of the Common Council Meeting of August 17, 2020 and Special Common Council meeting of September 14, 2020.

Minutes and Actions of the Police and Fire Commission meeting of August 4, 2020:

3. Confirmation of Bills
5. Capital budget presentation - Fire and Police Departments
7. Approval of Memorandum of Understanding with Stevens Point Firefighters IAFF Local 484 regarding bonus sick leave accrual
8. Approval of Fire Department eligibility list
9. Authorization to hire one firefighter/Paramedic from eligibility list

Minutes and Actions of the Park Commission meeting of September 2, 2020:

2. Approval of August 5, 2020 meeting minutes
3. Approval of ABER Suzuki Center special event request at Pfiffner Pioneer Park Bandshell on September 26, 2020
4. Approval of the construction of a concrete apparatus in Bukolt Park Skatepark to be installed by John Pearson and volunteers
5. Approval of beverage sales agreement for Stevens Point Parks, Recreation and Forestry Department with Bottling Group, LLC (Pepsi)
6. Approval of video streaming service contract for K.B. Willett Arena with LiveBarn Inc
7. Awarding Bukolt & Kozickowski Park beach area improvement planning and concept design to Rettler Corporation
8. Approval of 2021 Parks, Recreation and Forestry operational budget

Minutes and Actions of the Airport Commission meeting of September 14, 2020:

2. Approval of Department Claims
3. Presentation of the 2019 Audit by Baker Tilly

Minutes and Actions of the Transportation Commission of September 14, 2020:

2. August 10, 2020 Transportation Commission meeting minutes
3. August 2020 financial/claims report
4. Request for Central Transportation vehicles to be included in the Portage County jail emergency evacuation plan, for non EOC activated events

Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of September 14, 2020:

2. Approval of Department Claims
3. Presentation of the 2019 Audit by Baker Tilly
5. The purchase of a sub-surfacing locating device
7. The purchase and installation of a VFD on one of the influent screw pumps
9. Clean Water Fund application details for stormwater infrastructure and associated scope of services with Donohue & Associates

Minutes and Actions of the Plan Commission meeting of September 8, 2020.

Minutes and Actions of the Board of Public Works meeting of September 14, 2020:

2. To award the 2020 Fall Paving Project #20-12 to American Asphalt of Wisconsin in the amount not to exceed \$91,292.75

4. Request to apply for WEDC Idle Sites Redevelopment Grant on behalf of Mid-State Technical College

5. USEPA FY2021 Brownfields Coalition Assessment Grant Stantec Task Order #3

7. Approval of Claims Paid

Minutes and Actions of the Public Policy and General Government meeting of September 14, 2020:

2. License List

3. Request to Hold Event/Street Closing

Statutory Monthly Financial Report by Comptroller/Treasurer.

Supplemental Poll Worker List.

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the consent agenda as presented.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

Nays: None. Motion adopted.

7. Resolution – Conditional Use Permit – 1417 Church Street (Parcel ID 281240832100711) to allow more than one principal structure and use on one parcel.

Ald. Nebel **moved**, Ald. Zarazua seconded, to approve the conditional use permit with those conditions.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Kneebone, Slowinski, Zarazua, Shorr.

Nays: Leek, Johnson, Nebel, Jennings. Motion adopted.

8. Request from the City of Stevens Point to sell 1116, 1124, 1128 Main Street (Parcel ID 281240832202929) also known as the Fox Theatre.

Ald. Johnson **moved**, Ald. Fishler seconded, to approve the request from the City of Stevens Point to sell 1116, 1124, 1128 Main Street also known as the Fox Theatre.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

Nays: None. Motion adopted.

9. Request from the Redevelopment Authority of the City of Stevens Point to sell a portion RA-owned property adjacent to Municipal Parking Lot #16 (Parcel ID 281240832202968).

Ald. Kneebone **moved**, Ald. Nebel seconded, to approve the request from the Redevelopment

Authority of the City of Stevens Point to sell a portion of RA-owned property adjacent to municipal lot 16.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Nebel, Shorr, Jennings.
Nays: None. Motion adopted.

10. Request from the City of Stevens Point for a Public Utility Easement for the installation and maintenance of storm water infrastructure located on Lot 1 of an unrecorded Certified Survey Map adjacent to 1116, 1124, 1128 Main Street.

Ald. Slowinski **moved**, Ald. Morrow seconded, to approve the request from the City of Stevens Point for a public utility easement for the installation and maintenance of a storm water infrastructure located on Lot 1 of an unrecorded Certified Survey Map adjacent to 1116, 1124, 1128 Main Street.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

11. License and Use Agreement between the City of Stevens Point and Sentry Insurance for the installation of a loading and handicap accessible ramp for the property located at 1105 Main Street, with said improvements within Municipal Parking Lot #12.

Ald. Jennings **moved**, Ald. Nebel seconded, to approve the license and use agreement between the City of Stevens Point and Sentry Insurance for the installation of a loading and handicap accessible ramp for the property located at 1105 Main Street, with said improvements being within municipal parking lot 12.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Nebel, Shorr, Jennings.
Nays: None. Motion adopted.

12. Request from Wisconsin Public Service Corporation for an easement to install a utility pole in the northeast corner of Municipal Parking Lot #7 (PID 281240832201926)

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the easement.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None.
Abstain: Slowinski. Motion adopted.

13. Award Bid for Cooling Tower Repair/Replacement at 1466 Water Street to Point Heating & Cooling

Ald. Nebel **moved**, Ald. Morrow seconded, to approve the bid of \$13,692 to Point Heating and Cooling.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Nebel, Shorr, Jennings.
Nays: None. Motion adopted.

14. Public Hearing - Stevens Point Municipal Airport petition to the State Secretary of Transportation for Airport Improvement Aid.

Mayor Wiza declared the public hearing open. As no one wished to speak, the Mayor closed the public hearing.

15. Resolution on the Public Hearing for the Stevens Point Municipal Airport petition to the State Secretary of Transportation for Airport Improvement Aid.

Ald. Morrow **moved**, Ald. Kneebone seconded, to approve the resolution on the municipal airport petition to the State Secretary of Transportation for airport improvement.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

16. Final Resolution for Utility Installations on East Maria Drive.

Ald. Slowinski **moved**, Ald. Morrow seconded, to approve the final resolution.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

17. To approve the 2020 East Park Commerce Project (bids to open September 18, 2020 at 1:00 p.m.).

Ald. Johnson **moved**, Ald. Fishler seconded, to approve the bid to Haas Sons.

Call for the Vote: Ayes: Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: Jennings, Nebel. Motion adopted.

18. Ordinance Amendment - Section 9.05 as it relates to parking.

Ald. Kneebone **moved**, Ald. Shorr seconded, to approve the ordinance amendment regarding 9.05

as it relates to parking.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Nebel, Shorr, Jennings.
Nays: None. Motion adopted.

19. Ordinance Amendment - Section 9.05 and 9.12 as it relates to the designation of bike lanes and associated parking.

Ald. Slowinski **moved**, to send the ordinance amendment back to staff for further review. Due to a lack of a second the motion failed.

Ald. Johnson **moved**, Ald. Jennings seconded, to approve the ordinance amendment.

Call for the Vote: Ayes: Jennings, Shorr, Nebel, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: Slowinski. Motion adopted.

20. ~~Enter into closed session pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:-~~

~~A. Negotiating the sale terms of public property at 1466 Water St (281240832201931), 0 Water St (281240832201912), and 924 Arlington Pl (281240832201911)~~

21. ~~Reconvene into open session, for possible action on the above matter.-~~

22. Adjournment

Adjourned at 8:30 p.m.

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

Zoom Teleconferencing
By Computer:

<https://us02web.zoom.us/j/85998202194?pwd=T2NiZVRLamlVZEFOREZHVFVnNDYyUT09>

October 5, 2020

5:30 PM

Meeting ID: 859 9820 2194
Passcode: 728911

By Telephone:
+1 301 715 8592
Meeting ID: 859 9820 2194
Passcode: 728911

1. Roll Call

Mayor Wiza, Presiding

PRESENT Ald. Jennings, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow (5:33 p.m.).

EXCUSED Ald. Shorr.

OTHERS PRESENT Clerk Yenter, Attorney Beveridge, C/T Ladick, Dir. Kernosky, Assoc. Planner/Zoning Administrator Kuhn.

Consideration and Possible Action on the Following:

2. Amendment and Restatement of Development Agreement between the City of Stevens Point, the Redevelopment Authority of the City of Stevens Point, and North Side Yard, LLC for the redevelopment of 1017 Third Street (Former Lullabye Furniture Site)

Ald. Jennings **moved**, Ald. Nebel seconded, to approve the development agreement and requiring that the financing be in place within 120 days.

Call for the Vote: Ayes: Jennings, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

3. Adjourn into closed session pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:

a. Negotiating the terms of a development agreement relating to a possible project located at 1300 Maria Drive (PID 281240829240034)

Ald. Leek **moved**, Ald. Slowinski seconded, to adjourn into closed session.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson,
Zarazua, Nebel, Jennings..

Nays: None. Motion adopted.

4. Reconvene into open session for possible action on the above referenced closed session items.

Ald. Johnson **moved**, Ald. Mary Kneebone seconded, to direct staff to continue discussions and negotiations with the developer for 1300 Maria Drive.

Call for the Vote: Ayes: Majority.

Nays: Minority. Motion adopted.

5. Adjournment

Adjourned 5:59 P.M.

CITY OF STEVENS POINT POLICE AND FIRE COMMISSION

**Tuesday, September 1, 2020
Stevens Point Police Department
933 Michigan Avenue**

- 1. Roll Call:** Commissioners Carlson, Kirschling, Moore, Ostrowski, Wescott

Also Present: Fire Chief Finn, Interim Chief Zenner, Assistant Chief Rottier, Interim Assistant Chief Kussow, Assistant Chief Moody, Scott Beduhn, Corey Ladick
Alderson Kneebone, Brandi – SP Metro Wire

2. Approval of minutes

Commissioner Carlson moved, seconded by Commissioner Kirschling to approve the August 4, 2020 minutes.

Ayes, all; nays, none. Motion carried.

3. Confirmation of bills

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the confirmation of the August 2020 bills.

Ayes, all; nays, none. Motion carried.

4. COVID 19 update – Fire Department and Police Department

Chief Finn:

- Continue to update policies and procedures based on CDC guidelines.
- Currently working with Portage County Health, Medical Director and UWSP to have a plan in place for when the students return for the fall semester.
- Chief Gemza was asked by Portage County Health Officer Gary Garske to be a part of a strike force team.
- The FD is working on locating a place to provide a one day flu clinic for the public.

Chief Zenner:

- Patrol continues to work a modified schedule to limit shift change interactions.
- Investigation Bureau has returned to normal scheduling hours.
- With UWSP back in session officers are using the SAFER grant as an educational tool to educate when responding to college house parties.
- Lt. Jeremy Mueller remains the Department point of contact for all COVID 19 related communication and FEMA data collection.

12. Update on new bike lanes

At the request of the commission, Public Works Director Scott Beduhn was present to provide some clarification regarding the new bicycle lanes that have been installed within the last several weeks.

Director Beduhn stated "we're trying to retrofit these streets, so, arguably, we have to think of it as a remodeling job. In doing so, we're finding that not everything fits the way we thought it would, so we're making some changes on the fly. We've opted to work through the issues in the field, then make changes to the ordinances to officially designate bike lanes and change the parking."

The city has been in communication with those institutions most affected by the bike lanes to include UWSP, Schmeckle Reserve and Pacelli High School. Since roadway features vary from street to street the new markings don't always have the consistency of the white fog line that people are used to seeing. There are some areas that have only enough room for on-street parking and a traditional motorist lane. There are some roadways that have a dedicated bike lane close to the curb while others have an urban shoulder that can be utilized for both on-street parking and a bicycle lane. Bicyclists are encouraged to stay on the right-hand side of the road whenever possible even though they are able to utilize the full lane just like a regular vehicle.

Beduhn said in areas where parking is permitted motorists can expect to see chevrons and other bicycle related stencils further away from the curb. This is a reminder that motorists and bicyclists will share the roadway. This feature is often called a "sharrow."

Commissioners asked about the long time effects the bike lanes would have for on street parking and the number of spaces that would be lost, specifically around the university area and Pacelli High School. The most strongly affected areas will be much of Maria Drive, the north end of Michigan Avenue, and Second Street North by SPASH. He said the most heavily hit area will be by Schmeckle Reserve.

5. Request for out of state travel (Indiana) for K9 Officer Jeremiah Ballew – "Train the Trainer" opportunity

Acting Assistant Chief Kussow is asking permission for K9 Officer Jeremiah Ballew to attend a nine week Trainers Dual Purpose Police Dog course at Vohne Liche Kennels in Denver, Indiana beginning October 19, 2020.

This training will give Sergeant Ballew qualifications to annually re-certify our K9s and K9s from other agencies near our jurisdiction at a cost of \$500 per K9. The cost of the training is \$11,410.00 (which includes housing for the nine week course) but Sgt. Ballew reached out to a private donor in Portage County, an anonymous donor, who committed to cover \$10,000.00 of the cost. Sgt. Ballew will be placed on administrative leave for the nine weeks of training and will return to his normal duty on December 21, 2020.

Commissioner Wescott moved, seconded by Commissioner Carlson to approve the out of state training for K9 officer Ballew.

Ayes, all; nays, none. Motion carried.

6. Update on training officer – Fire Department

The training officer position was posted internally and one candidate applied for the position. The candidate presented before an interview panel, followed by an interview with Chief Finn. The Internal candidate was offered the job and Firefighter/Paramedic Trevor Howard will be promoted to Division Chief of Training on September 8, 2020.

7. Status of 2021 capital budgets

Comptroller Corey Ladick was asked to give an update on the status of the 2021 capital budget requests. He reported the capital requests will be presented to the Finance Committee on September 14, 2020. Once approved by the Finance Committee the requests will be forwarded to the Common Council for final approval. The Comptroller and the Mayor are still working on the recommended capital requests.

8. 2021 operational budget planning

Comptroller Ladick was also asked to give an update on the 2021 operational budget process. He reported the 2021 budget is more difficult than in recent years because the net new construction number is down. The ability to increase property taxes for operations is based on the amount of net new construction.

Last year net new construction was at 3.99 % which is why the city was able to see an increase in employee staffing. Going into 2021 the net new construction number to work with is 1.2%. This number is significantly down compared to last year.

For discretionary line items the department heads were told there would be a zero percent net increase in operating budgets.

9. Fire Chief's Report/EMS report

Significant Events:

- Tech Rescue – Water call @ 8025 Isherwood
- Working on doing virtual station tours for Fire Prevention Month coming up due to COVID 19
- Metro Fire calls (4)
- Structure fires (4)
- Vehicle fires (1)
- Brush, grass, wildland fires (1)
- Cooking fire contained (0)
- Overheated cooking (0)
- Other fires (9)
- Rescue (4)
- EMS assist calls (49)
- False alarm responses (18)
- Hazardous materials responses (4)
- Other responses (4)
- Total fire losses (\$3,500)
- Total Property saved (\$322,150)
- Total responses (94)
- Training: BLS CPR renewal; FF I wildland fire training; Water supply systems; FF I rescue carries and drags; Salvage and overhaul. Total training hours: 55.

- Fire inspections: Certificate of occupancy (2); fire alarm inspections (4); general fire inspection (111); general/liquor license inspection (0); re-inspection/liquor license inspection (1); re-inspection (14); sprinkler system (2); complaint inspection (0); special event permit (0); ANSUL/Hood inspections (0); self-certification (0); tent inspection (0); consultation (27); re-inspection certificate of occupancy (0)
Total inspections: 161
- Public Activities: No public activities due to COVID-19. Number of attendees: 0

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the Fire Chief's Report for August 2020.

Ayes, all; nays, none. Motion carried.

10. Approval of Officer Chi Yang to regular police officer status

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve Officer Chi Yang to regular police officer status.

Ayes, all; nays, none. Motion carried.

11. Discussion, with possible action, authorization to hire a police officer

Commissioner Carlson moved, seconded by Commissioner Moore, to extend a conditional offer of employment to Cody Stankowski upon the successful completion of all hiring protocols and testing. Cody's first day of employment would be September 21, 2020.

Ayes, all; nays, none. Motion carried.

13. Police Chief's Report

COVID-19 related:

- Auxiliary Unit operating in limited capacity.
- Fingerprinting services remain suspended until further notice.
- Patrol continue to work a modified schedule to limit shift change interactions.
- Investigations Bureau, Records Bureau and Administrative personnel operating normal scheduling hours.
- All Department personnel have been issued a cloth mask for use. The Department continues to maintain an appropriate supply of protective equipment.
- Lieutenant Jeremy Mueller remains the Department Point of Contact for all COVID 19 related communication and FEMA data collection.

Notes of interest:

- On August 21st, the Police Department received an attempt to locate request from Clark County concerning an assault, including strangulation, which took place within its jurisdiction. Information identified suspect was at a residence on Main Street without our city. A search warrant was obtained and SWAT was deployed. After a breach and hold, three individuals surrendered while the suspect remained barricaded within the building. After approximately five hours the suspect surrendered without incident and was transported to Clark County.

- On August 25th officers responded to a garage fire at 457 Washington Avenue. Initial reports by tenant indicated the source of the fire was unknown. Investigation eventually led to tenant admitting he accidentally started the fire by lighting a homemade torch used for beehives.
- On August 18th officers responded to a bomb threat at Ascension Emergency Room. Call indicated a bomb would detonate in thirty minutes. Officers worked with hospital personnel and security who searched the building. It was determined the call was made from Jamaica.
- On August 26th Officers Roser and Zingler volunteered for mutual aid request from Kenosha County. Both were assigned to scene protection and traffic control from August 26th through August 27th.

Monthly Use of Force Reporting (annual total in parenthesis):

Number of Use of Force incidents 4 (31)

- August 3rd officers displayed handguns during the execution of a search warrant on a residence until residence was secured. No injuries.
- On August 4th suspect, juvenile male, was highly out of control and needed to be transported by officers in a squad. Suspect kicked officer in the shin and attempted to bite. One officer used pressure points (under the jaw line) which stopped the resistive tension and officers were able to gain compliance for transport. No injuries were identified by suspect or officers.
- On August 7th officers displayed handguns and one less lethal shotgun during the execution of a search warrant on a residence until residence was secured. No injuries.
- On August 11th officers were dealing with an intoxicated juvenile male at the emergency room. Individual was also possibly under the influence of unknown drugs as well. Suspect resisted officer's attempt to handcuff him, which resulted in officers delivering knee strikes (active countermeasures) and applying pressure to wrists (compliance holds). No injuries were identified by suspect or officers.

Mental health related incidents:

- 51 welfare checks
- Six emergency commitments
- 13 voluntary commitments

K-9 Unit

- Fourteen (14) deployments including:
 - Mutual aid assist Portage County and Plover PD
 - Assisting Central Wisconsin Drug Task Force with large property search in Town of Plover consisting of several vehicles.
 - K9 Fala deployed on three occasions by the Department's Investigations Bureau
 - K9 Barry deployed on SWAT for search warrant on Main Street

Staffing:

- Officers Kim DesRosier and Zach Gartmann have begun their field training process.
- The Department has identified Cody Stankowski for PFC consideration for the vacant officer opening (letter submitted in packet).
- Community Resource Officer Position offered to Andrew Hensel, with start date of September 8, 2020.

- Officer Chi Yang will be completing his probationary status on September 25, 2020.

Training:

- Firearms range/prequalification completed mid-August. Range instruction consisted of force on force traffic stop scenarios.

Auxiliary Unit:

- No events scheduled.

Facilities:

- The Community Media Division, managed by John Quirk, has begun relocating at 933 Michigan Avenue. Community Media will occupy Room 125, which is located adjacent to the Community Overflow Room.

Commissioner Wescott moved, seconded by Commissioner Moore to accept the Police Chief's Report for August 2020.

Ayes, all; nays, none. Motion carried.

14. Update on police chief search

Commissioner Carlson is asked to work with Lee Ann and Tom to finalize the job description. Any changes are to be forwarded to Ron by September 4, 2020.

15. Consideration of motion to adjourn into closed session pursuant to Wis. Stats. Section 19.85 (1) (g) for the purpose of conferring with legal counsel who is rendering advice concerning strategy to be adopted by the Commission with respect to litigation it is likely to become involved in, including discussion regarding responses to public records requests.

Commissioner Wescott moved, seconded by Commissioner Carlson to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

16. Adjournment

The meeting adjourned at 3:28 p.m.

**REGULAR MEETING MINUTES
Board of Park Commissioners**

October 7, 2020 - 6:30 PM

**Meeting will be held via Zoom online meeting
Click to Connect:[Zoom Meeting](#)
Dial in Number: (312)-626-6799 - Meeting ID: 839 4339 4581**

Discussion and Possible Action on:

1. Roll Call

Present: Freckmann, Glodosky, Hall, Kirsch, McDonald, Okonek, Przybylski, Alder Slowinski, Sorenson, Alder Zarazua

Absent: Alder Shorr

Also present: Director Dan Kremer, Anne Hylla, Kate Gullickson, Scott Halvorsen, Sandy Williams, Ross Rettler

2. Approval of September 2, 2020 meeting minutes

Motion by Hall, second by Sorenson to approve the September 2, 2020 meeting minutes.

Ayes, All; Nays, None; Motion carried.

3. Approval of Healthy Halloween Scavenger Hunt special event for October 31, 2020 at Iverson, Bukolt and Kozickowski Parks.

Motion by Slowinski, second Przybylski by to approve the special event permit for the Healthy Halloween Scavenger Hunt at Iverson, Bukolt and Kozickowski parks on October 31, 2020.

Ayes, All; Nays, None; Motion carried.

4. Approval of K.B. Willett Arena Standard Facility Rental Policy

Motion by Glodosky, second by Okonek to approve the K.B. Willett Arena Standard Facility Rental Policy.

Ayes, All; Nays, None; Motion carried.

5. Approval Recreation program refund policy

Motion by Okonek, second by Slowinski to approve the recreation program refund policy.

Ayes, All; Nays, None; Motion carried.

6. Approval of Donald Copps Municipal Pool rental policy

Motion by Hall, second Zarazua by to approve Donald Copps Municipal Pool rental policy.

Ayes, All; Nays, None; Motion carried.

7. Approval of 2021 Fee Schedule

Motion by Okonek, second by Kirsch to approve the 2021 fee schedule.

Ayes, All; Nays, None; Motion carried.

8. Director's Report

Parks

- Logs for Bukolt Park entrance are up. Huge kudos to Steve McKay, Joel Rutkowski, Scott Halvorsen and several other members of the Parks Department who found the logs, prepared them and completed this project.
- Starting to perform winterizing/blowouts of irrigation lines
- Park restrooms will close after the October 11
- The Green Circle Trail in Bukolt Park is scheduled for install any day, will be completed in early October.

Forestry

- Fall planting is about to begin. Approximately 100 trees being planted
- Have been performing playground inspections and replacing playground parts. Several slides required replacement this fall. KASH rubber surfacing has required significant patching this year.
- Will be performing some Oak Wilt trenching this month

K.B. Willett Arena

- Opened to the public under modified Covid procedures at the end of September
- 142 participants enrolled for Learn to Skate this fall. Up about 20 from last year
- Offering registration for an adult and college hockey intramural league. Both leagues scheduled to begin in October 2, 2020

- 9. Adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session on the following:**

- a. Consideration of a potential donation of real estate for public park usage that is predicated on a commitment by the City to make certain investments in infrastructure at the site in question, and which will potentially face complications due to implied or constructive easements benefiting adjacent properties.**

Motion by Freckman, second by Hall to enter closed session at 7:06pm.

A roll call vote was called.

Ayes: Kirsch, McDonald, Okonek, Przybylski, Slowinski, Sorenson, Zarazua, Freckman, Glodosky, Hall

Nays: None; Motion carried.

10. Adjournment

Closed session adjourned at 7:43 pm.

City of Stevens Point Airport Commission

October 12, 2020 - 12:30 PM

**Meeting will be held via a Zoom Meeting URL to connect:
<https://us02web.zoom.us/j/82026885705> Dial in number: (301) 7158592-
Meeting ID: 820 2688 5705**

Present: Paul Adamski, Carl Rasmussen, Anna Haines, and Ray Schmidt

Excused Absence: Mae Nachman

Others: Joel Lemke, Eric Southworth, Mary Klesmith, Craig Czaikowski, Chris Lefebvre, Jason Draheim and Jaime Zdroik

MINUTES

Discussion and Possible Action on:

1. Approval of September 14, 2020 minutes

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the minutes of the September 14, 2020 minutes.

Ayes all. Nays none. Motion carried.

2. Approval of Department Claims

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the department claims for the month of September as audited and read.

Ayes all. Nays none. Motion carried.

3. Written/Verbal Report - Jason Draheim

Jason stated it was a standard month for the Airport, just preparing for winter months.

4. Adjournment

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting adjourned: 12:42pm

**City of Stevens Point
Transportation Commission Meeting
October 12, 2020 - 4:45 PM**

MINUTES

Discussion and Possible Action on:

1. Roll Call

Present: Karalyn Peterson, Ald. Mary Kneebone, Ald. Thomas Leek, Tom Bertram, Greg Koepel

Excused: Nichole Lysne

Others Present: Talin Scheuermann, Dave Adams, Susan Lemke

2. Approval of the September 14, 2020 Transportation Commission meeting minutes.

Ald. Mary Kneebone moved to approve the minutes of the September 14, 2020 Transportation Commission meeting. Greg Koepel seconded. Ayes all; Nays none; Motion carried.

3. Approval of the September 2020 financial/claims report.

Ald. Mary Kneebone moved to approve the September 2020 financial/claims report. Greg Koepel seconded. Ayes all; Nays none; Motion carried.

4. "Free Ride Fridays" on City fixed route buses between Thanksgiving and Christmas.

Historically the City has allowed free rides on the City fixed route buses every Friday between Thanksgiving and Christmas.

Ald. Mary Kneebone moved to approve "Free Ride Fridays" on City fixed route bus routes between Thanksgiving and Christmas.

Ald. Thomas Leek seconded. Ayes all; Nays none; Motion carried.

5. Adjournment.

The next Commission meeting will be held on November 9, 2020 at 4:45 p.m. The meeting will be held via Zoom.

Ald. Mary Kneebone moved to adjourn the meeting seconded by Tom Bertram. Ayes all; Nays none; Motion carried.

City of Stevens Point
Board of Water and Sewerage Commissioners
October 12, 2020 - 12:00 PM

Meeting will be held via a Zoom Meeting URL to connect:
<https://us02web.zoom.us/j/82026885705> Dial in number: (301) 7158592
Meeting ID: 820 2688 5705

Present: Paul Adamski, Carl Rasmussen, Anna Haines, and Ray Schmidt

Excused Absence: Mae Nachman

Others: Joel Lemke, Eric Southworth, Mary Klesmith, Craig Czaikowski, Chris Lefebvre, Jason Draheim and Jaime Zdroik

MINUTES

Discussion and Possible Action on:

1. Approval of September 14, 2020 minutes

Carl Rasmussen questioned why the attendance for meetings is not showing up on the top like it has in the past. Joel explained that it is probably something with the new software being used for agendas/minutes and that he would look into it.

Motion made by Anna Haines, seconded by Ray Schmidt to approve the minutes of the September 14, 2020 meeting of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

2. Approval of Department Claims

Anna Haines questioned the Wisconsin Public Service checks. Mary Klesmith explained the partial bills for WPS and that she is working with her contact at WPS on getting the monthly invoicing in a timely manner. Carl Rasmussen wanted clarification on a check written to Mobile Small Engine for repairing a jumping jack.

Motion made by Ray Schmidt, seconded by Anna Haines to approve the department claims for the month of September as audited and read.

Ayes all. Nays none. Motion carried.

3. Water Supply and Distribution Reports - Eric Southworth

Eric stated Well 5 was officially abandoned last week. Our department will be working on the demolishing of that building within the next two months. The same company whom abandoned Well 5 will be coming back to work on Well 7. They will

be repiping the interior of the well in order to get the meter in the building. Next month Eric is hoping to have an update on the Well 4 Project. The Well 4 Project consists of relocating the point and the casing to get better water quality.

4. Sewage Treatment Operations Report - Chris Lefebvre

Chris stated the WWTP met all of its permits for the month of September. The biogas engine has been running a little better than previous months, helping produce 30% of our own electricity and 80% of our own heat with the dryer operating. We did finish up the roofs on the influent building and the UV buildings.

5. Construction and Maintenance Report - Craig Czaikowski

Craig stated the crews are working on finishing up on projects and preparing for winter operations.

A. Collection System Sewer Report

A monthly report was provided in the packet.

B. Stormwater Operations

Nothing discussed.

6. Community Area Network Report - Joel Lemke

Joel stated the school fiber project is near completion. We are looking into extending the infrastructure to Portage County Highway Facility, the Village of Plover, the Riverfront Arts Center and three different Boys & Girls Club locations.

7. Approval to add an additional "Inspection Technician" position - Joel Lemke

Joel explained to the Commission the need for an additional full-time inspector. Prior to 2008 one full-time inspector was responsible for inspecting watermain that was constructed or reconstructed every year. Since that time we have taken over the sewer collection system (160 miles of infrastructure) and the stormwater collection system (60-70 miles of infrastructure) plus the reconstructs were smaller in scope than the reconstruction projects we are doing today. The reconstructs we are doing now are a mile or more, back in 2013 when we first took over both the sewer collection system and stormwater collection system we did 1/4 mile of reconstruction verses the one-mile or more done in recent years.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve adding an additional Inspection Technician position.

Ayes all. Nays none. Motion carried.

8. Approval of reallocation of consulting funds - Joel Lemke

Joel explained there are two projects near completion that Donohue & Associates did the engineering for; WWTP Dewatering, Drying & Digestion Project and the Lift Station Upgrades. The engineering efforts have come in under budget for those two projects. Since we are in need of engineering services for the Facility Plan Amendment, we are requesting the previously authorized dollars be reallocated to go

towards the scope for the Facility Plan Amendment. There is also future potential development in the East Park Commerce Center where we would need the Facilities Plan Amended.

Motion made by Anna Haines, seconded by Carl Rasmussen to approve reallocating funds to the scope of services for a Facility Plan Amendment by Donohue & Associates.

Ayes all. Nays none. Motion carried.

9. Update on the 2020 Construction Projects - Joel Lemke

Joel provided updates on the 2020 projects. Graphs were provided on the WWTP Digestion, Dewatering & Drying Improvements Project and the Lift Station Upgrades Project. The graphs displayed what was paid to date, the contract amount and retainage.

10. Directors Report - Joel Lemke

Channel 12 did some coverage on energy conservation. Joel, Chris and the Mayor were interviewed. They went over the solar power on the new Utilities Garage, the heat pump approach using influent water from the WWTP to heat the garage, and the WWTP Digestion, Dewatering and Drying Improvements Project.

11. Adjournment

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting adjourned: 12:39PM

REPORT OF CITY PLAN COMMISSION

October 5, 2020 – 6:00 PM
Zoom Conference Call Meeting

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Cooper, Commissioner Arntsen, Commissioner Haines, and Commissioner Rice.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, City Attorney Beveridge, Alderperson Jennings, Alderperson Nebel, Alderperson Zarazua, Alderperson Johnson, Alderperson Slowinski, Alderperson Leek, Alderperson Dalton, Alderperson Fishler, Alderperson Morrow, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the September 8, 2020 meeting of the Plan Commission.
3. Public Hearing and action on a request from Lori Kunze for a Conditional Use Permit to construct a front porch and overhang at 2306 College Avenue (Parcel ID 281240833201509) set back 18' 6" from the College Avenue Right of Way under the Traditional Neighborhood Overlay Zoning District
4. Public and action on a request from Gregg Gokey, on behalf of Opera House LLC, for a Conditional Use Permit to operate an outdoor beer garden at the premise of 1116, 1124 and 1128 Main Street (Parcel ID 281240832202929)
5. Presentation by Todd Kuckkahn of the Portage County Business Council regarding their role in economic development
6. Request from the Friends of Emerson Park for a sign variance to construct a temporary freestanding sign that exceeds maximum size and height requirements at 1401 East Avenue (Parcel ID 281240832103401)
7. Discussion Only: Removal of conditional use requirements for reduced setbacks in the Traditional Neighborhood Overlay District and allow two-family residential uses to implement Traditional Neighborhood Overlay District standards
8. Director's Report
9. Adjourn.

-
1. Roll call.

Present: Wiza, Kneebone, Cooper, Arntsen, Haines, Rice

Excused: Hoppe

Discussion and possible action on the following:

2. Report of the September 8, 2020 meeting of the Plan Commission.

Motion by Commissioner Cooper to approve the report of the September 8, 2020 meeting Plan Commission; seconded by Commissioner Arntsen.

Motion carried 6-0.

3. Public Hearing and action on a request from Lori Kunze for a Conditional Use Permit to construct a front porch and overhang at 2306 College Avenue (Parcel ID 281240833201509) set back 18' 6" from the College Avenue Right of Way under the Traditional Neighborhood Overlay Zoning District

Associate Planner/Zoning Administrator Kuhn provided a summary of the request to construct a 131 square front porch and overhang within the Traditional Neighborhood Overlay District. The proposed setback was in line with both the R-TND district and underlying R-3 Zoning District. Staff recommended approval with conditions outlined in the staff report.

There was a brief discussion and clarification provided by City Attorney Beveridge regarding conflicts of interest and the legal threshold for recusal.

Mayor Wiza declared the public hearing open.

Aldersperson Nebel (District Three) stated her support for the item, noting that the property was within her district and the property owner was trying to improve their property.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Cooper to approve the request from Lori Kunze for a Conditional Use Permit to construct a front porch and overhang at 2306 College Avenue (Parcel ID 281240833201509) set back 18' 6" from the College Avenue Right of Way under the Traditional Neighborhood Overlay Zoning District with the following:

1. All applicable building permits shall be applied for and obtained prior to commencement of construction.
2. Staff shall have the authority to approve minor changes to the site plan.

seconded by Commissioner Haines

Roll Call:

Yeas: Wiza, Kneebone, Cooper, Arntsen, Haines, Rice

Nays:

Motion carried 6-0.

4. Public Hearing and action on a request from Gregg Gokey, on behalf of Opera House LLC, for a Conditional Use Permit to operate an outdoor beer garden at the premise of 1116, 1124 and 1128 Main Street (Parcel ID 281240832202929)

Associate Planner/Zoning Administrator Kuhn provided a summary for the request, highlighted interior and exterior renderings, and confirmed that the City had entered into a development agreement for the proposed use. The project would include an interior event space for both public and private events, with the exterior plan consisting of an outdoor beer garden with exterior improvements at the former Fox Theatre property. After review, staff found that the use and improvements would be complementary with the neighboring area. While staff recommended approval with conditions outlined in the staff report, it was noted that Historic Preservation/Design Review Commission approval would also be required.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Aldersperson Shorr (District Two) asked whether there would be consideration for shade trades, to which Associate Planner/Zoning Administrator Kuhn confirmed that staff would work with the applicant to

determine what would work best on the property, with Director Kernosky agreeing to include shade trees into the landscaping plan to offset the impervious surface around the property.

Motion by Commissioner Arntsen to approve the request from Gregg Gokey, on behalf of Opera House LLC, for a Conditional Use Permit to operate an outdoor beer garden at the premise of 1116, 1124 and 1128 Main Street (Parcel ID 281240832202929) with the following:

- 1. All applicable building permits shall be applied for and obtained prior to commencement of construction.**
- 2. A design review certification shall be applied for and obtained prior to commencement of construction.**
- 3. All exterior façade improvements must match or complement the existing structure.**
- 4. A landscaping plan for the beer garden shall be reviewed and approved by Community Development staff.**
- 5. Staff shall have the authority to approve minor changes to the site plan.**

seconded by Mayor Wiza

Roll Call:

Yeas: Wiza, Kneebone, Cooper, Arntsen, Haines, Rice

Nays:

Motion carried 6-0.

5. Presentation by Todd Kuckkahn of the Portage County Business Council regarding their role in economic development

Todd Kuckkahn, Portage County Business Council, summarized the following on economic development:

1. Purpose & goals of the PCBC.
2. Yearly budgeting, types of businesses organization focuses on, and services offered.
3. Available resources for business owners and COVID-19 related aid.
4. Regional partner with multiple entities to expand resources.
5. Everything Points Here campaign & promoting community; <https://www.everythingpointshere.com/>
6. Census engagement with community.
7. Sale of gift certificates which can be used at local businesses & importance of keeping money local.
8. Summary of projects and programs that have aided or impacted area and residents positively.

Mayor Wiza commended Mr. Kuckkahn and the PCPC on all their efforts.

No action was taken.

6. Request from the Friends of Emerson Park for a sign variance to construct a temporary freestanding sign that exceeds maximum size and height requirements at 1401 East Avenue (Parcel ID 281240832103401)

Associate Planner/Zoning Administrator Kuhn briefly explained that signs within residential areas were more stringent, even if temporary. The sign itself was proposed to be up for a maximum of 30-36 months to promote the financing campaign to raise funds for the Emerson Park redevelopment project which would lead to the construction of a multi-purpose playground, pavilion, and multi-use hard court. The proposed sign was 13 feet high, 32 square feet in size, thus resulting in a variance request as it exceeded the districts restrictions of 5 feet in height and 20 square feet in area. After review, staff felt that having a smaller sign

would not be effective for the marketing campaign, thus staff recommended approval of the variance with conditions outlined in the staff report.

Mayor Wiza stated his support for the project and commended the efforts of Friends of Emerson Park.

Motion by Mayor Wiza to approve the request from the Friends of Emerson Park for a sign variance to construct a temporary freestanding sign that exceeds maximum size and height requirements at 1401 East Avenue (Parcel ID 281240832103401) with the following:

1. The sign shall be allowed to be up no more than 36 months and shall remain in good condition and appearance.
2. The freestanding sign shall be set back at least five feet from the property line and shall not be illuminated.
3. The signs shall conform to all other applicable requirements within the sign ordinance.
4. Applicable building permits shall be obtained.
5. Minor modifications may be approved by staff.

seconded by Alderperson Kneebone.

Motion carried 6-0.

7. Discussion Only: Removal of conditional use requirements for reduced setbacks in the Traditional Neighborhood Overlay District and allow two-family residential uses to implement Traditional Neighborhood Overlay District standards

Director Kernosky reminded the commission of previous discussions on removing the conditional use permit requirements for the Traditional Neighborhood Overlay District, at which time the commission had been open to the idea and instructed staff to begin policy review. No formal action was being requested at the time.

Director Kernosky reviewed the red-lined policy on pages 43-49 within the agenda packet. He reiterated that if the commission consented to proceed, staff would move towards publishing a public hearing for a formal approval once additional revisions had been made.

Mayor Wiza asked for comments from the audience, to which there were none.

No action was taken.

8. Director's Report

Director Kernosky noted that a full list of updates was present within the agenda packet, but highlighted the following:

1. Certified Survey Map to combine two lots for the Fox Theatre was recorded last week. The quick claim deed from the Redevelopment Authority to the City was filed and expected to clear soon.
2. Department Secretary's return to work on a remote part-time basis.

9. Adjourn.

Meeting adjourned at 7:44 PM.

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



MEMORANDUM

To: Plan Commission

From: Ryan Kernosky, Director of Community Development

Date: October 5, 2020

RE: **Director's Report**

Development Updates:

Northside Yard (1017 Third St): Amended and Restated Development Agreement is under consideration by the Council and RA. Staff continues to be hopeful that this project can break ground in 2020.

Berkshire Senior Housing (1443 Water Street): Project is moving along well with few delays. Staff has received several inquiries from possible tenants seeking information on the project. More at <https://www.berkshire-stevenspoint.com/>

The Reserve Student Housing (1800 Maria Drive): The fourth floor has received temporary occupancy. Floor three had an above ceiling inspection this week. Floors one, two, and three are still under construction, but are nearing completion.

Sentry Insurance Boutique Hotel: Electrical work has begun. Exterior work is still being performed.

Delta Dental Corporate Headquarters: Groundwork and footing/foundation work continues.

Martin Machining: Nearing completion, close to obtaining occupancy.

Lineage Logistics: Phase 4 is nearing completion, Phase 5 has started construction.

Wanta Live/Work: No update at this time. Developer continues to pursue financing.

Doolittle Drive Duplex Development: Permit has been applied for, all preliminary planning (utilities, roadway design, etc.) have been reviewed by all appropriate departments.

Fox Theatre: CSM to combine the small portion of the RA parking lot with the Fox Theatre parcel was filed last Monday, and the QCD from the RA to the City has also been filed. Staff is finishing up getting easement documentation together to record this week. It is likely the transfer will occur from the City to the developer this week.

Special Projects Updates:

Targeted Area Master Plan – Downtown: City staff has worked with Vandewalle on an alternative plan to the WPS Superfund site. While the plan has been completed for a few months, we've been hopeful that we are going to be able to present the information in-person. Since it is likely that we will not be having any in-person meetings anytime soon, staff is working to set up a joint meeting via Zoom for consideration.

Tax Incremental Finance Districts 11, 12, 13: All proper documentation has been submitted to the WI-DOR for review. No other updates at this time.

Strategic Planning: The City's Strategic Planning Core Team and the consultant continue to work on the makings of this document. Preliminary interviews and stakeholder meetings have occurred.

Downtown Business Improvement District: Staff had been working on this project with the Downtown Business Alliance. Since the start of the pandemic, it has been placed on the back burner. Staff intends to bring this project back to the forefront in the winter of 2020.

Housing Affordability Report: Permit year 2019 Housing Affordability Report is currently being worked on by City staff. We expect it to be completed and before the Commission for the October or November meeting.

City Comprehensive Plan & Zoning Code Update: The City's Comprehensive Plan is complete, but unadopted. City staff has asked Portage County Planning & Zoning to review the document for consistency. Once the City's Strategic Plan is completed, staff will work to compare the City's Comprehensive Plan with the City's Strategic Plan to ensure that those two documents are working together before final adoption. Once those two documents are finalized, staff will begin working on the Zoning Code Update to codify the recommendations made in the aforementioned planning documents.

Public Policy Updates:

Accessory Dwelling Unit Code Amendment: Staff has been slowly working on this project over the last few months. We will likely have a document for consideration/discussion in a Fall/Winter 2020 Plan Commission meeting.

Principal Structure Housing Size Minimums: Staff has researched what other communities have as housing minimums in similar zoning codes. We will likely have a document for consideration/discussion in a Fall/Winter 2020 Plan Commission meeting.

Traditional Neighborhood Overlay Code Amendment: Preliminary review at the October Plan Commission. If the Plan Commission is OK with the proposed changes, we will publish it for a public hearing in November.

Economic Development Updates:

WHEDA Tax-Credit Scoring Released: Affordable housing is in high demand. Wisconsin Housing & Economic Development Authority released their 2021 tax-credit scoring a few weeks ago. Deadline for applications is due in December, and as such, staff has

been fielding several contacts from developers seeking to get a project together before the deadline.

Misc. Information:

Back at 'Full Staff': Maria Mohr has returned on a remote part-time basis after her maternity leave. We are very glad she's back!

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

October 12, 2020 - 6:03 PM

(or immediately following previously scheduled meeting)

Join Zoom Conference Call Meeting

Dial in #: +1-312-626-6799 US (Chicago)

<https://us02web.zoom.us/j/86942370841?pwd=cHZDYVQybmFUY0cyVnNTUGs3MGJWdz09>

Meeting ID: 869 4237 0841 | Passcode: 418057

MINUTES

Roll Call

PRESENT Chairperson Mayor Mike Wiza, Director Scott Beduhn, C/T Corey Ladick
Alderspersons: Jeremy Slowinski, Mary Kneebone, Corey Ladick, Shaun Morrow, Tori Jennings, Mykeerah Zarazua

OTHERS Directors: Joel Lemke, Ryan Kernosky, Dan Kremer.

PRESENT Other City Staff: Clerk Yenter, Attorney Beverage, Chief Finn, Interim Chief Zenner, Streets Superintendent Dennis Laidlaw, Deputy C/T Carrie Freeberg, Media Manager John Quirk.

Alderspersons: Meleesa Johnson, Thomas Leek, David Shorr, Polly Dalton, Keely Fishler.

Others: Amy Canfield - AECOM.

Informational

1. **Director's Report**
 - a. **2020 Street Improvements Project**
 - b. **2020 Road Resurfacing Project**
 - c. **2021 Street Improvements Project**
2. **Update on the Business 51 Project by AECOM Technical Services.**

Discussion and Possible Action

3. To consider the proposed ordinance amendments to Section 9.05 of the Revised Municipal Code as it relates to parking.

Ald. Tori Jennings **moved**, Ald. Shaun Morrow seconded, to approve the ordinance amendment for parking

Call for the Vote: Ayes: Mike Wiza, Jeremy Slowinski, Mary Kneebone,
Corey Ladick, Shaun Morrow, Tori Jennings, Mykeerah
Zarazua.
Nays: None. Motion adopted.

Adjourn

Adjourned at 6:28 p.m.

PERSONNEL COMMITTEE

October 12, 2020 - 6:25 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/86942370841?pwd=cHZDYVQybmFUY0cyVnNTUGs3MGJWdz09>

Meeting ID: 869 4237 0841

Passcode: 418057

Dial by your location

+1 312 626 6799 US (Chicago)

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald. Shorr, Dalton, Leek, Zarazua

EXCUSED Ald. Cindy Nebel

OTHERS PRESENT Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick; Alderpersons: Jennings, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow; Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer, Lemke; HR Manager Jakusz, Brandi Makuski – Metro Wire, Alan Hovorka - Stevens Point Journal, Taylor Hale - Portage County Gazette, Cheryl Schroeder, Asst. to Mayor Pazdernik

2. Request to increase hours for the Production Specialist

Ald Dalton moved, Ald Leek seconded, to approve the request to increase hours for the Production Specialist.

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

3. Elected Official Salary - City Attorney, City Clerk, City Comptroller-Treasurer for the 2021 - 2025.

Ald Zarazua moved, Ald Leek seconded, to approve the Elected Official Salary - City Attorney, City Clerk, City Comptroller-Treasurer for the 2021 - 2125.

Call for the vote: ayes: Shorr, Leek, Zarazua naves: Dalton

4. Alderperson Salary.

No action

5. Adjournment

Chairperson Shorr adjourned the meeting at 7:12 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA

October 12, 2020 - 7:13 PM

(or immediately following previously scheduled meeting)

Join Zoom Conference Call Meeting

Dial in #: +1-312-626-6799

<https://us02web.zoom.us/j/86942370841?pwd=cHZDYVQybmFUY0cyVnNTUGs3MGJWdz09>

Meeting ID: 869 4237 0841 | Passcode: 418057

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT

Ald. Meleesa Johnson, Jeremy Slowinski, Polly Dalton, Shaun Morrow, David Shorr

OTHERS

PRESENT

Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick; Alderpersons: Jennings, Shorr, Zarazua, Kneebone, Leek, Fishler; Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer, Lemke; HR Manager Jakusz; Deputy C/T Freeberg; Sup't of Streets Laidlaw; Assessor Shepro; Brandi Makuski – Metro Wire, Alan Hovorka - Stevens Point Journal, Taylor Hale - Portage County Gazette; Cheryl Schroeder.

2. Consideration of the 2021 Capital Budget, and Capital Improvement Plan for 2022-2025.

Ald. Polly Dalton **moved**, Ald. Shaun Morrow seconded, to approve the 2021 Capital Budget and Capital Improvement Plan for 2022-2025.

Ald. Meleesa Johnson amended the motion, Ald. David Shorr seconded, to remove the \$2.6 million for the Business 51 real estate acquisition for 2024.

Call for the vote: ayes, Ald. Meleesa Johnson, Ald. David Shorr, Ald. Polly Dalton; nays, Ald. Jeremy Slowinski, Ald. Shaun Morrow; motion carried.

3. Changing the internal accounting related to the property at 1101 Centerpoint Drive from TIF District 6 to the City Property Fund.

Ald. Polly Dalton **moved**, Ald. Jeremy Slowinski seconded, to approve changing the internal accounting relating to the property at 1101 Centerpoint Drive from TIF District 6 to the City Property Fund.

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

4. Borrowing for 2020 capital projects and development incentives.

Ald. Jeremy Slowinski **moved**, Ald. Shaun Morrow seconded, to approve the borrowing for the 2020 Capital Projects and development incentives in the amount of \$7,575,000.

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

5. Discussion on developing a policy related to the use of contingency funds.

Ald. Shaun Morrow **moved**, Ald. Jeremy Slowinski seconded, to approve leaving the current policy relating to the use of contingency funds in place.

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

6. Discussion on the use of unspent budget funds.

Discussion only item.

7. Accept and place on file letters of support for the Plover River Crossing project.

Letters received were placed on file, no action taken.

8. Approval of Claims Paid

Ald. Polly Dalton **moved**, Ald. Shaun Morrow seconded, to approve the claims paid in the amount of \$4,374,327.60.

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

9. **Adjourn into closed session (approximately 7:20 P.M.) pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:**

a. **Consideration of a potential donation of real estate for public park usage that is predicated on a commitment by the City to make certain investments in infrastructure at the site in question, and which will potentially face complications due to implied or constructive easements benefiting adjacent properties.**

b. **Negotiating the purchase of properties and easements near Ben's Lane.**

Ald. Jeremy Slowinski **moved**, Ald. Shaun Morrow seconded, to approve adjourning into closed session at 8:28 P.M.

Call for the vote: ayes, Ald. Jeremy Slowinski, Ald. Shaun Morrow, Ald. David Shorr, Ald. Meleesa Johnson; nays, Ald. Polly Dalton; motion carried.

10. **Reconvene into open session for Possible Action on the above-referenced closed session items.**

Did not reconvene into open session.

11. Adjournment

Adjourn in closed session at 9:54 P.M.

CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT
October 12, 2020 - 6:00 PM

URL: <https://us02web.zoom.us/j/86942370841?> | Passcode: 418057
Dial in Number: +1-312-626-6799 | Meeting ID: 869 4237 0841

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald. Jennings, Kneebone, Leek, Fishler.

EXCUSED Ald. Nebel

OTHERS PRESENT Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick;
Alderspersons: Shorr, Zarazua, Johnson, Slowinski, Dalton, Morrow;
Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky,
Kremer, Lemke; Assessor Shepro; Engineering Administrative
Assistant Church.

2. License List

A. Change of Agent: Schierl Sales Corporation, 2201 Madison Street, Stevens Point, WI; Jackie Willfahrt 3039 County Road H, Milladore, WI, agent at The Store #57, 201 W Clark Street, Stevens Point, replacing Kathryn Heibler.

Ald. Kneebone **moved**, Ald. Leek seconded, to approve the change of agent for Schierl Sales Corporation.

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

3. Adjournment

Adjourned at 6:02 p.m.

COMPTROLLER-TREASURER REPORT
for the period ending August 31, 2020

	Bal August 1, 2020	Receipts	Disbursements	Bal August 31, 2020
GENERAL OPERATING CASH	\$2,826,801.47	\$7,426,580.27	\$9,176,248.13	\$1,077,133.61
UTILITIES & TRANSPORTATION (Cash and Investments)	\$11,595,900.86	\$2,302,862.85	\$1,053,907.26	\$12,844,856.45

INVESTMENTS	Bal August 1, 2020	TRANSFER IN	TRANSFER OUT	Bal August 31, 2020
GENERAL	\$35,061,388.12	\$0.00	\$6,145,000.00	\$28,916,388.12
SPECIAL REVENUE	\$756,824.62	\$0.00	\$0.00	\$756,824.62
DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS	\$3,387,403.55	\$0.00	\$35,871.00	\$3,351,532.55
TRUST	\$3,235,944.80	<u>\$0.00</u>	<u>\$0.00</u>	\$3,235,944.80
TOTALS	<u>\$42,441,561.09</u>	<u>\$0.00</u>	<u>\$6,180,871.00</u>	<u>\$36,260,690.09</u>

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	\$3,858,347.00	\$2,734,704.50	70.88%
POLICE	\$5,700,710.00	\$3,661,139.96	64.22%
FIRE	\$5,507,623.00	\$3,482,552.82	63.23%
PUBLIC WORKS	\$6,285,626.00	\$3,297,343.73	52.46%
PARK & REC	\$2,017,013.00	\$1,186,734.12	58.84%
CAPITAL PROJECTS	\$6,131,094.00	\$3,573,263.53	58.28%
DEBT SERVICE	\$6,645,557.00	\$5,798,384.59	87.25%
YTD TARGET	66.66%		

REVENUES:	BUDGET	YTD	%
GENERAL	\$24,994,619.00	\$17,401,671.27	69.62%

Supplemental Pollworkers for 2020-2021

Presented for approval by Common Council - October 19, 2020

	Last Name	First Name	Address	City
1	Barta	Terese	2409 Stanley Street	Stevens Point
2	Baxter	Robert	449 W. Trillium Court	Stevens Point
3	Buchanan	Alan	1208 Black Bear Trail	Stevens Point
4	Carmody	Caitlin	833 Illinois Avenue	Stevens Point
5	Czech	Meghann	2329 Jersey Street	Stevens Point
6	Eberhardt	Allison	5349 Old Highway 18	Stevens Point
7	Eberhardt	Tom	5349 Old Highway 18	Stevens Point
8	Elza	Brian	1780 Church Street	Stevens Point
9	Fink	Michael	3424 Lindbergh Avenue	Stevens Point
10	Friese	Amanda	3306 April Lane	Stevens Point
11	Gaspar-Diaz	Kenny	61 Pine Grove Villa	Bancroft
12	Grathen	Rachel	401 Michigan Avenue	Stevens Point
13	Gust	Miranda	1764 Water Street	Stevens Point
14	Guzman	Brian	5288 Crocus Court	Stevens Point
15	Hankison	Cathey	9697 County Road D	Amherst
16	Hassler	Jason	5221 Forest Circle S.	Stevens Point
17	Hojnacki	Brooke	258 Bobby Lane	Stevens Point
18	Joten	Jennifer	1839 Michigan Avenue	Stevens Point
19	Joten	Ryan	1839 Michigan Avenue	Stevens Point
20	Karnatz	Aaron	1200 Franklin Street	Stevens Point
21	Kiener	Tracy	816 Sandy Lane	Stevens Point
22	Kuemmeth	Susan	2325 Dixon Street	Stevens Point
23	McMurran	Danette	7212 Stroik Lane	Custer
24	Melotte	Sarena	109 County Road E S	Stevens Point
25	Nowinski	Joseph	2824 Prais Street	Stevens Point
26	Patterson	Patricia	2000 Center Street	Stevens Point
27	Plaisance	Camille	3241 Nicolet Court	Stevens Point
28	Rasmussen	Carl	3136 Dans Drive	Stevens Point
29	Richards	Stephen	2001 River View Avenue	Stevens Point
30	Rowe	Thomas	509 Prentice Street	Stevens Point

31	Rustad	Susan	809 Illinois Avenue	Stevens Point
32	Sankey	Dan	701 Ridge Road	Stevens Point
33	Schierl	William	109 County Road E S	Stevens Point
34	Schipferling	Robert	3316 McCulloch Street	Stevens Point
35	Solin	Abi	4501 Nicolet Avenue	Stevens Point
36	Soria	Leopoldo	2001 College Avenue	Stevens Point
37	Trush	Natasha	201 Minnesota Avenue	Stevens Point
38	Welling	Ariel	2108 Church Street	Stevens Point
39	Worzalla	Thomas	2710 Indiana Avenue	Stevens Point
40	Wunsch	Ryan	1000 Phillip Street	Stevens Point
41	Ziaja	Rebecca	1533 Church Street	Stevens Point

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

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

SECTION I: That **Exhibit A** to Subsection H of Section 9.05(p)(9) of the Revised Municipal Code of the City of Stevens Point, Traffic and Vehicles – map of Multi-Space Kiosk Zones is hereby **amended**:

See attached amended **Exhibit A**.

SECTION II: That subsection 1 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **amended** to read as follows:

9.05(ag) 1 On the north side of Peck Street from a point 69 feet east of Michigan Avenue to Clayton Avenue, except Saturdays, Sundays, and Holidays.

SECTION III: That subsection 2 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **amended** to read as follows:

9.05(ag) 2 On the south side of Prais Street from a point 80 feet east of Michigan Avenue to Clayton Avenue, except Saturdays, Sundays, and Holidays.

SECTION IV: That subsection 310 of Section 9.05(g) of the Revised Municipal Code, **No Parking** is hereby **repealed**:

SECTION V: These ordinance changes shall take effect upon passage and publication:

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 5, 2020
Approved: October 19, 2020
Published: October 23, 2020

FINAL RESOLUTION

WHEREAS, the Common Council of the City of Stevens Point, Wisconsin, held a public hearing at the Council Chambers at 7:00 P.M. on the 19th day of October, 2020, for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Board of Public Works on the proposed public improvement consisting of the following:

A. FOR INSTALLATION OF WATER SERVICES - PROJECT # 20-03.

- 1) All property fronting upon both sides of **College Avenue** from its intersection with Fremont Street to its intersection with Michigan Avenue.
- 2) All property fronting upon both sides of **Fourth Avenue** from its intersection with Fremont Street to its intersection with Illinois Avenue.
- 3) All property fronting upon both sides of **Fremont Street** from its intersection with Main Street to its intersection with Fourth Avenue.
- 4) All property fronting upon both sides of **High Street** from its intersection with Reserve Street to its intersection with Fremont Street.
- 5) All property fronting upon both sides of **Illinois Avenue** from its intersection with Fourth Avenue to its intersection with Maria Drive.
- 6) All property fronting upon both sides of **Jersey Street** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.
- 7) All property fronting upon both sides of **Prais Street** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.
- 8) All property fronting upon both sides of **Sims Avenue** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.

B. FOR INSTALLATION OF SANITARY SEWER LATERALS - PROJECT # 20-03.

- 1) All property fronting upon both sides of **College Avenue** from its intersection with Fremont Street to its intersection with Michigan Avenue.
- 2) All property fronting upon both sides of **Fourth Avenue** from its intersection with Fremont Street to its intersection with Illinois Avenue.
- 3) All property fronting upon both sides of **Fremont Street** from its intersection with Main Street to its intersection with Fourth Avenue.
- 4) All property fronting upon both sides of **High Street** from its intersection with Reserve Street to its intersection with Fremont Street.
- 5) All property fronting upon both sides of **Illinois Avenue** from its intersection with Fourth Avenue to its intersection with Maria Drive.
- 6) All property fronting upon both sides of **Jersey Street** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.
- 7) All property fronting upon both sides of **Prais Street** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.

- 8) All property fronting upon both sides of **Sims Avenue** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.

C. FOR INSTALLATION OF STORM SEWER LATERALS - PROJECT # 20-03.

- 1) All property fronting upon both sides of **College Avenue** from its intersection with Fremont Street to its intersection with Michigan Avenue.
- 2) All property fronting upon both sides of **Fourth Avenue** from its intersection with Fremont Street to its intersection with Illinois Avenue.
- 3) All property fronting upon both sides of **Fremont Street** from its intersection with Main Street to its intersection with Fourth Avenue.
- 4) All property fronting upon both sides of **High Street** from its intersection with Reserve Street to its intersection with Fremont Street.
- 5) All property fronting upon both sides of **Illinois Avenue** from its intersection with Fourth Avenue to its intersection with Maria Drive.
- 6) All property fronting upon both sides of **Jersey Street** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.
- 7) All property fronting upon both sides of **Prais Street** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.
- 8) All property fronting upon both sides of **Sims Avenue** from its intersection with Illinois Avenue to its intersection with Michigan Avenue.

; and proposed assessments against benefitted property, and heard all persons who desired to speak at the hearing.

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Stevens Point, Wisconsin, determines as follows:

1. The report of the Board of Public Works, pertaining to installation of the above described public improvements, including plans and specifications and assessments set forth therein, is adopted and approved.
2. That the Board of Public Works has advertised for bids and has provided for the supervision of construction of the improvements in accordance with the report of the Director of Public Works.
3. That payment of the improvements be made by assessing the entire cost to the property benefitted as indicated in the report.
4. That the assessments shown on the report, representing an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed.

5. That the assessments for all projects included in the report are hereby combined as a single assessment but any and all interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. That the assessments may be paid in cash or in five (5) annual installments at an interest rate of 2.25% per annum on the unpaid balance. Ten (10) annual installments is available at an interest rate of 3.75% per annum upon written request. A property owner shall have not more than 30 days in which to pay the balance in whole to avoid interest charges.
7. That the City Clerk shall publish this resolution as a Class I notice in the assessment district and mail a copy of this resolution and a statement of the final proposed assessment against the benefitted property to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: September 15, 2020
Approved: October 19, 2020
Published: October 23, 2020



October 6, 2020

MEMORANDUM

TO: Personnel Committee Members

FROM: Mayor Wiza

RE: ELECTED OFFICIALS SALARY FOR UPCOMING TERM

Salary for elected officials needs to be set for the upcoming term. The position of City Clerk, City Attorney, and Comptroller/Treasurer are scheduled for an April 2021 election.

To evaluate these positions, we used roughly the same format and comparable communities that were used for all of the non-represented employees in the current Market Survey.

The compensation for each position was gathered and then an average was calculated.

It is obvious that the Comptroller/Treasurer/Finance Director position was lower in Stevens Point than the average, and we needed to come more in line with other communities if we want to continue to attract good candidates. I am recommending a 2.5% annual increase to help get us back in line with our comparable communities.

We were, however, still relatively close on the City Attorney and City Clerk. I used a modest 1.5% annual increase that to help calculate the recommendations for those two positions. This will still allow an increase, but still keep us near the averages from our comparables.

All salaries for these positions must be set for the entire term (4 years) and we've included a consistent increase for each subsequent year for the term.

Therefore, it is my recommendation that the salaries for these elected positions be set as follow for the upcoming term:

City Clerk: Current salary \$69,540

Starting on 5/1/2021 \$70,583.00

Starting on 5/1/2022 \$71,641.00

Starting on 5/1/2023 \$72,716.00

Starting on 5/1/2024 \$73,807.00

Comptroller/Treasurer: Current salary \$94,080

Starting on 5/1/2021 \$96,432.00

Starting on 5/1/2022 \$98,842.00

Starting on 5/1/2023 \$101,313.00

Starting on 5/1/2024 \$103,846.00

City Attorney: Current salary \$102,650

Starting on 5/1/2021 \$104,189.00

Starting on 5/1/2022 \$105,752.00

Starting on 5/1/2023 \$107,338.00

Starting on 5/1/2024 \$108,949.00

The total increase would be about \$4935, not including benefits for the three positions, in 2021.

Below is a worksheet for each position, so the Council can see the comparable information used in creating this recommendation.

	Fond Du Lac	Manitowoc	Marshfield	Neenah	Superior	Watertown	Wausau	Wisconsin Rapids	Avg
City Clerk	83,725	72,966	62,338	60,283	70,138	86486.4*	63,485	63,400	\$ 68,048
City Attorney	105,361	93,226	Contracted	111,174	114,608	82,784	94,870	97,362	\$ 99,912
Finance Director	113,904	107,370	92,498	106,783	114,608	86486.4*	100,200	92,705	\$ 104,010
*Watertown has a Clerk/Treasurer (Excluded from Averages)									
City Clerk	83,725	72,966	62,338	60,283	70,138	86,486	63,485	63,400	\$ 70,353
City Attorney	105,361	93,226	Contracted	111,174	114,608	82,784	94,870	97,362	\$ 99,912
Finance Director	113,904	107,370	92,498	106,783	114,608	86,486	100,200	92,705	\$ 101,819
*With Watertown Included									



October 6, 2020

TO: Personnel Committee Members

FROM: Mayor Wiza

RE: Elected salaries for the 2021-2023 term of office

It's time to review compensation for positions to be elected in 2021. Alderperson salaries are staggered based on the year elected.

Alderperson salary was increased in 2016 from \$4800 to \$5300 annually. The Council President receives an extra \$200 per year. Prior to 2016, the salary had been frozen for 10 years. Last term, the Council chose to forego an increase in salary and instead chose a small increase in the expense account.

We have made a commitment to keeping up with COLA increases for all City employees which is anticipated to be 1.56% for next year.

That being said, I am recommending a modest increase of about 1.5% per year to the Alderperson salary, beginning in the terms as follows:

Commencing April 20, 2021 - \$5380.00 for Alders elected in 2021

Commencing April 19, 2022 - \$5460.00 for Alders elected in 2021 or 2022

Mike Wiza
Mayor of the City of Stevens Point, WI

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



Corey D. Ladick
Comptroller-Treasurer

Phone: 715-346-1574
Fax: 715-346-1683

October 14, 2020

To: City Council

Subject: 2021 Capital Budget and 2022-2025 Capital Plan

The 2021 capital budget and 2022-2025 capital plan is attached, which was updated to reflect the change made by the Finance Committee. There was one change made at the Finance Committee meeting of October 12th, removing \$2,600,000 for potential property acquisition for the Business 51 project from the 2024 capital plan.

Also, I do want to provide an update on an issue that came up regarding the operating budget. We receive transportation aid from the state, all of which goes into the operating budget and helps offset some of our transportation related costs. Some of this money also supports a road construction line item in the operating budget. Unfortunately, we have received an initial estimate from the state which indicates that our transportation aid will be decreasing by approximately \$78,000 in 2021. The effect will be less money to support this road construction line item in the operating budget.

I am currently working on a potential solution to backfill at least some of these lost dollars. Typically we wrap up the capital budget at the October Council meeting so we can move on to take up the operating budget. I am still suggesting that we do that, and pass a capital budget to include in the final budget document. However, I would like to keep this topic of the overall size of the road construction budget open as we work through the rest of the budget process.

CITY OF STEVENS POINT 2021-2025 CAPITAL IMPROVEMENTS

October 14, 2020

		2021 BUDGET PROJECTED	2021 BUDGET REQUESTS	PRIORITIZED	2021 BUDGET PROPOSAL	NOTE	2022 BUDGET PROJECTED	2023 BUDGET PROJECTED	2024 BUDGET PROJECTED	2025 BUDGET PROJECTED
Clerk	Express Vote	85,000.00	45,000.00	CLK-1	0.00	Moved to 2022	45,000.00			
Community Dev.	Software Upgrade									
General	Building Maintenance - General	50,000.00	50,000.00	GEN-1	50,000.00		50,000.00	50,000.00	50,000.00	50,000.00
General	Strategic Plan									
General	Americans w/ Disabilities Act Evaluation						60,000.00			
IT	Call Manager Unified Communications Upgrade / SIP Trunking		40,000.00	IT-1	40,000.00					
IT	City Hall/PD/FD Wifi Upgrade	15,000.00	15,000.00	IT-3	15,000.00					
IT	City Server Storage Array Upgrade Production & Backup		150,000.00	IT-5	150,000.00					
IT	FD G2 Paging/CAD Interface Hardware and Configuration		60,000.00	IT-?	60,000.00					
IT	IP Phones	60,000.00	60,000.00	IT-7	0.00	Moved to 2022	60,000.00			
IT	IT Desktop Upgrades - New Software/Upgrade Existing Hardware									
IT	Modern High Availability Firewall Pair		60,000.00	IT-2	60,000.00					
IT	PD/FD/City Camera System Improvements (Server and FD Cameras)		50,000.00	IT-4	50,000.00					
IT	Printers to Replace Printers Over 15+ Years		15,000.00	IT-6	0.00	Removed				
Airport	Fuel Truck									
Airport	Turf Runway						45,000.00			
Airport	Pavement Maintenance	5,000.00	5,000.00	AIRPT-1	5,000.00					
Airport	Perimeter Fence - 6 miles - Local Share (1M)									
Airport	Runway Design for 2023 Construction (300K)									
Airport	Runway Reconstruction - Local Share						210,000.00			
Airport	Shelter/Pavillion Near Terminal	60,000.00								
Airport	Tractor and Mower							60,000.00		
Transit	Bus Purchases-Fixed Route (2020 - Local \$87,850.00)	87,850.00	87,850.00	TRAN-1	87,850.00	Paid w/ Transit Funds		285,100.00		
Transit	Bus Purchases-Paratransit (2020 - Local \$54,444.00)									
Transit	Support Vehicle						30,000.00			
DPW - Bike Lanes	TAP Grant - Bicycle Lane (local Share)									
DPW - Engineering	Aerial Photo									
DPW - Engineering	DPW Facility Study	80,000.00	25,000.00	DPW-8	25,000.00					
DPW - Engineering	Engineering Garage	30,000.00	0.00		0.00		30,000.00			
DPW - Engineering	McDill Dam Monitoring System						0.00			
DPW - Engineering	Portable Changeable Message Boards	40,000.00	40,000.00	DPW-7	40,000.00					
DPW - Engineering	Survey Equipment	50,000.00	50,000.00	DPW-5	50,000.00					
DPW - Engineering	Traffic Signal Improvements	100,000.00	100,000.00	DPW-4	80,000.00	Reduced 20k	110,000.00	120,000.00	130,000.00	150,000.00
DPW - Engineering	Underpass High Water Warning System						30,000.00			
DPW - Facilities	Replace Parking Lot at Fire Station #1	55,000.00	60,000.00	DPW-6	60,000.00					
DPW - Facilities	Street Garage - Security Cameras	15,000.00	15,000.00	DPW-10	15,000.00					
DPW - Facilities	Streets Garage - Bldg Maintenance (Painting)	25,000.00	25,000.00	DPW-9	12,500.00	Reduced 12,500				
DPW - Parks	John Deere Gator 4x4 Gas	15,000.00	15,000.00	PRK-7	15,000.00					
DPW - Parks	Tractor Backhoe Attachment	15,000.00								
DPW - Streets	Borham/Coye/Heffron	1,600,000.00	1,450,000.00	DPW-2	750,000.00	Removed Illinois Ave				
DPW - Streets	Bush/Indiana/Channel/Lindbergh/Belke							1,900,000.00		
DPW - Streets	Business 51: Real Estate Acquisition					Removed By Finance			0.00	
DPW - Streets	Business 51: Reconstruct (TID Funded - shown at end of page)							3,500,000.00	3,500,000.00	3,500,000.00
DPW - Streets	Country Club Dr							250,000.00		
DPW - Streets	Fifth/First/Portage/Smith	1,300,000.00	1,950,000.00	DPW-1	1,950,000.00					
DPW - Streets	Fourth/Center/Cleveland/Blaine/Julia/Lora (2029 - \$2,300,000)									
DPW - Streets	Fremont/Briggs/Sims/College/Jersey/Prais/High									
DPW - Streets	Garbage Carts									
DPW - Streets	Grader		270,000.00	DPW-9	0.00	Moved to 2026	275,000.00			
DPW - Streets	Intersection Bicycle Improvements (cameras)	240,000.00								
DPW - Streets	Intersection Improvements Stanley & Green (2028 - \$1,650,000)									
DPW - Streets	Janick Circle/Ridge Rd						1,150,000.00			
DPW - Streets	Madison/Monroe/Lincoln/Minnesota						0.00	1,750,000.00		

CITY OF STEVENS POINT 2021-2025 CAPITAL IMPROVEMENTS

October 14, 2020

		2021 BUDGET PROJECTED	2021 BUDGET REQUESTS	PRIORITIZED	2021 BUDGET PROPOSAL	NOTE	2022 BUDGET PROJECTED	2023 BUDGET PROJECTED	2024 BUDGET PROJECTED	2025 BUDGET PROJECTED
DPW - Streets	Maria/Walker/Bliss/Prairie/Koch/Mason								2,240,000.00	
DPW - Streets	Matilda/Williams/Della/Heffron/Jay/Alleys (2029 - \$1,900,000)									
DPW - Streets	Parking Lot Surface Improvements	100,000.00					100,000.00			
DPW - Streets	Pit Material Crushing and Screening	300,000.00								
DPW - Streets	Road Surface Improvements	750,000.00	750,000.00	DPW-3	750,000.00		750,000.00	750,000.00		
DPW - Streets	Stanley/Whilshire/North Point (2028 - \$1,500,000)									
DPW - Streets	Walter/Sandy/Wildwood/Maple Bluff/Kozy									
DPW - Streets	Washington/Lee/Smith/West/First/Portage						2,500,000.00			
DPW - Streets	West River/Fifth/Clayton/Wilshire/Alleys									2,250,000.00
DPW Fleet - Airport	Fuel Truck, Plane Tractor									335,000.00
DPW Fleet - Engineering	Pickups (2025 - \$31,000)									31,000.00
DPW Fleet - Fire	Brush Truck/Plow		38,000.00	DPW-4	38,000.00					
DPW Fleet - Fire	Fire Ladder Truck - LaFrance 2000						655,000.00			
DPW Fleet - Fire	Fire Trucks								410,000.00	
DPW Fleet - Fire	Generators									
DPW Fleet - Inspection	Patrol Vehicle							31,500.00		
DPW Fleet - Lake District	Weed Harvester						210,000.00			
DPW Fleet - Parks	Mowers (2)		83,000.00	DPW-3	83,000.00					
DPW Fleet - Parks	Zamboni									
DPW Fleet - Parks	New Mower - Addition to Fleet						50,000.00			
DPW Fleet - Police	Detective and Undercover Vehicles (2)	185,000.00								
DPW Fleet - Police	Police Squads (Black & White) - 12	310,000.00	420,000.00	DPW-2	416,400.00	Reduced 3600				
DPW Fleet - Police	Swat Van (2025 - \$110,000)									110,000.00
DPW Fleet - Streets	1-Ton Flatbeds									
DPW Fleet - Streets	Asphalt Kettle (2028 - \$59,000)									60,000.00
DPW Fleet - Streets	Augers,Generators,Attachments	1,500.00						15,500.00		28,000.00
DPW Fleet - Streets	Bucket Truck (2030 - \$175,000)									
DPW Fleet - Streets	Compressor Trailer (2030 - \$23,000)									
DPW Fleet - Streets	Concrete Saw							8,500.00	8,500.00	
DPW Fleet - Streets	Drum Roller								75,000.00	
DPW Fleet - Streets	Excavator						327,000.00			
DPW Fleet - Streets	Garbage Trucks	468,000.00	234,000.00	DPW-6	234,000.00			646,000.00	665,000.00	
DPW Fleet - Streets	Hot Patcher	65,000.00								
DPW Fleet - Streets	Line Grinder								8,000.00	
DPW Fleet - Streets	Line Painter									17,000.00
DPW Fleet - Streets	Loaders	226,000.00	226,000.00	DPW-5	0.00	Moved to 2026		481,000.00		
DPW Fleet - Streets	Mechanics Truck		69,000.00	DPW-7	69,000.00					
DPW Fleet - Streets	Pickups, Van	72,000.00	72,000.00	DPW-8	41,000.00	Pickup Removed, -31k	177,000.00		60,000.00	
DPW Fleet - Streets	Plow Trucks (2)	378,000.00	378,000.00	DPW-1	378,000.00					
DPW Fleet - Streets	Quad-Axle Dump Truck (2030 - \$231,000)									
DPW Fleet - Streets	Rubberized Crackfiller	62,000.00								
DPW Fleet - Streets	Sidewalk Grinder	7,000.00								
DPW Fleet - Streets	Sidewalk Tractor/Salter									5,500.00
DPW Fleet - Streets	Snow Blower									235,000.00
DPW Fleet - Streets	Snow Pusher for Lots (2030 - \$15,000)									
DPW Fleet - Streets	Soli Screener (2029 - \$312,000)									
DPW Fleet - Streets	Sweepers							280,000.00	260,000.00	
DPW Fleet - Streets	Tractor Backhoe (2025 - \$107,000)									107,000.00
DPW Fleet - Streets	Trailers	2,500.00								
DPW Fleet - Streets	Tub Grinder							225,000.00		
Fire	DNR Grant Match						10,000.00		10,000.00	
Fire	Extinguisher Prop		10,000.00	Fire 2	10,000.00					
Fire	Fire Hose						10,000.00		10,000.00	

CITY OF STEVENS POINT 2021-2025 CAPITAL IMPROVEMENTS

October 14, 2020

		2021 BUDGET PROJECTED	2021 BUDGET REQUESTS	PRIORITIZED	2021 BUDGET PROPOSAL	NOTE	2022 BUDGET PROJECTED	2023 BUDGET PROJECTED	2024 BUDGET PROJECTED	2025 BUDGET PROJECTED
Fire	General Fire Equipment	20,000.00	25,000.00	FIRE	25,000.00		20,000.00	20,000.00	20,000.00	22,500.00
Fire	Lapel Mics/Radio	10,000.00	10,000.00	FIRE	10,000.00		10,000.00	10,000.00	25,000.00	25,000.00
Fire	Lexipol Policy Writer	12,500.00								
Fire	New SCBA's							500,000.00	500,000.00	
Fire	Second Set of PPE for each Member						97,000.00			
Fire	Software - Fire Inspection	6,000.00								
Fire	Technical Rescue	15,000.00	15,000.00	FIRE	15,000.00		15,000.00	15,000.00	15,000.00	17,500.00
Fire	Training Site - Updates	55,000.00	100,000.00	FIR-1	100,000.00			25,000.00		25,000.00
Fire	Turnout Gear (Boots, Helmets, Gloves & Hoods)	23,000.00	23,000.00	FIRE	23,000.00		24,000.00	25,000.00	25,000.00	25,000.00
Fire	Computer Aided Dispatch Software						300,000.00			
Fire - Station #1	Bathrooms ADA	100,000.00								
Fire - Station #1 & 2	Compressor and Reels	13,000.00	13,000.00	FIRE-3	13,000.00					
Fire - Station #1 & 2	Epoxy Truck Bay Floor	62,000.00	62,000.00	FIRE-4	0.00	Moved to 2022	62,000.00			
Fire - Station #1 & 2	IT Infrastructure - Update									
Fire - Station #1 & 2	Paging System	50,000.00	50,000.00	FIR-2	0.00	In IT Budget				
Fire - Station #1 & 2	Remote Training Connection									
Parks - Bukolt	Ball Diamond Light Replacement	275,000.00					330,000.00			
Parks - Bukolt	Playground Equipment	80,000.00	100,000.00	PRK-6	100,000.00					
Parks - Bukolt Park	Boat Dock Replacement (2)							25,000.00		
Parks - Emerson Park	Park Improvements									
Parks - Forest Cemetery	Church St Entrance - Tuckpoint Repairs & Replace Damage	65,000.00								
Parks - Forest Cemetery	Green Shed - Replace Roof, Siding, & Windows						20,000.00			
Parks - General	Comprehensive Outdoor Recreation Plan							15,000.00		
Parks - Goerke Park	Engineering for Athletic Turf Replacement		30,000.00	PRK ?	30,000.00	Paid with Turf Funds				
Parks - Goerke Park	Splashpad Design and Construction								350,000.00	
Parks - Goerke Park	Tennis Courts Resurface	60,000.00	115,000.00	PRK-1	115,000.00					
Parks - Goerke Park	Tuckpoint Repairs - Goerke Stadium Bleachers	25,000.00					25,000.00	25,000.00		
Parks - Goerke Park	Turf Replacement	600,000.00					600,000.00			
Parks - Hein Park	Playground Equipment	60,000.00					60,000.00			
Parks - Iverson Park	Ball Diamond Light Replacement						245,000.00			
Parks - Iverson Park	Beach House - Replace Rafters, Decking, & Rubber Roof (Water Leak)									
Parks - Iverson Park	Playground Equipment	80,000.00					80,000.00		65,000.00	
Parks - Iverson Park	Restroom Replacement	175,000.00	215,000.00	PRK-2	215,000.00					
Parks - Iverson Park	Tuckpoint Beach House Building									10,000.00
Parks - Iverson Park	Tuckpoint Boy Scout Lodge Building									25,000.00
Parks - Iverson Park	Tuckpoint Bridge from Park Road to Beachhouse							18,000.00		
Parks - Iverson Park	Tuckpoint Bridge on East Side of Plover River TuckPoint						25,000.00			
Parks - Iverson Park	Tuckpoint Plover River Bridge								15,000.00	
Parks - Iverson Park	Tuckpoint Repairs - Boy Scout Lodge Chimney	12,000.00	16,000.00	PRK-3	16,000.00					
Parks - Mead Park	(KASH) Replace Pour in Place Rubber Surfacing							200,000.00		
Parks - Mead Park	Replace Field Lighting									155,000.00
Parks - Morton Park	Replace Field Lighting									155,000.00
Parks - Parkwood Park	Playground Equipment							65,000.00		
Parks - Pfflner/Bukolt	Erosion Investigation of Shoreline & Boat Slip Master Plan		15,000.00	PRK 8	0.00	Removed				
Parks - Pfflner Park	Irrigation									
Parks - Plover River X'ing	Plover River Crossing Project		100,000.00	PRK ?	0.00	Funded in '22 & '23	100,000.00	100,000.00		
Parks - Pool	Diving Board Replacements	8,000.00								
Parks - Pool	Guard House/Changing Room - Reseal/Repaint Interior & Exterior Walls								20,000.00	
Parks - Pool	Main Pool - Filter System & Storm/Sanitary Sewer Replacement (15K)									
Parks - Pool	Main Pool - Replaster	130,000.00					140,000.00			
Parks - Pool	Recoat Water Slide & Repaint Water Slide Tower		43,000.00	PRK-4	43,000.00					
Parks - Pool	Water Slide & Wading Pool - Pool Strainer, Lint Pot Replacement									
Parks - Pool	Water Slide and Wading Pool - Replaster	50,000.00					60,000.00			

CITY OF STEVENS POINT 2021-2025 CAPITAL IMPROVEMENTS

October 14, 2020

		2021 BUDGET PROJECTED	2021 BUDGET REQUESTS	PRIORITIZED	2021 BUDGET PROPOSAL	NOTE	2022 BUDGET PROJECTED	2023 BUDGET PROJECTED	2024 BUDGET PROJECTED	2025 BUDGET PROJECTED
Parks - Rec Center	Carpet Replacement									
Parks - Slowmann	Playground Equipment							60,000.00		
Parks - Willett and REC	Meeting Rooms Tables and Chairs									25,000.00
Parks - Willett Arena	Dehumidifier Wheel	12,000.00					12,000.00			
Parks - Willett Arena	Fire Suppression System Replacement								85,000.00	
Parks - Willett Arena	New Rental Skates									25,000.00
Parks - Willett Arena	Roof Recoat	75,000.00	75,000.00	PRK-5	75,000.00					
Parks - Willett Arena	Rubber Flooring Replacement in Lower Level (40K leftover from 2019)									
Parks - Willett Arena	Vestibule Construction on East Side & Add Doors on West Side							85,000.00		
Police	Armory							5,000.00		
Police	Armory - Firearms Pistols	35,000.00	35,000.00	POL-1	35,000.00					
Police	Armory - Firearms Rifles							35,000.00		
Police	Building - Evidence/Processing							153,100.00		
Police	Building - Garage							1,972,700.00		
Police	Building - Patrol Offices							139,300.00		
Police	Building - Re-Roof North Half							125,000.00		
Police	Carpet Cleaning Equipment	3,500.00								
Police	Firing Range								10,000.00	
Police	Furniture (Workstations)							10,000.00		
Police	General Equipment - Gas Masks	20,000.00	20,000.00	POL-2	0.00	Funded w/ Asset Forfeitures				
Police	General Equipment - Tasers								11,000.00	
Police	Incident Negotiator Response System						25,000.00			
Police	Investigation - Computer Forensic Equipment	10,000.00					10,000.00			
Police	Investigation - Computer Hardware CJS related	40,000.00								
Police	Office - Printer,Copier & Divider Walls	4,500.00					4,500.00			
Police	Office - Records Management System	500,000.00					500,000.00			
Police	Radio - Auxiliary Radios						30,000.00			
Police	Radio - Repeater Radios									
Police	Radio - Vehicle Radio Purchases								150,000.00	
Police	Radio - VRS Vehicle Repeater System								45,000.00	
Police	Snowblower	1,200.00								
Police	Swat Equipment - Vests							40,000.00		
Police	Traffic Enforcement Equipment	5,000.00					5,000.00			
Police	Vehicle Camera System/Body Camera System						70,000.00			
Police	Video - Equipment (Downtown System)								15,000.00	
Police	Video - Replace Video Eq. (Building and Interview rooms)						45,000.00			
		9,547,550.00	7,979,850.00		6,349,750.00		9,798,500.00	14,020,700.00	8,777,500.00	7,388,500.00
		9,547,550.00	7,979,850.00		6,349,750.00		9,798,500.00	14,020,700.00	8,777,500.00	7,388,500.00
OFFSET OF PREV UNSPENT CAPITAL FUNDS/BORROWING COSTS		0.00	0.00		0.00		0.00	0.00	0.00	0.00
OFFSET - TID FUNDED		0.00	0.00		0.00		0.00	(3,500,000.00)	(3,500,000.00)	(3,500,000.00)
APPLICATION OF DESIGNATED FUNDS-TURF		(300,000.00)	(30,000.00)		(30,000.00)		(300,000.00)	0.00	0.00	0.00
APPLICATION OF DESIGNATED FUNDS-OTHER		0.00	0.00		(87,850.00)		(30,000.00)	(285,100.00)	0.00	0.00
APPLICATION OF SALE PROCEEDS		0.00	0.00		(10,000.00)		0.00	0.00	0.00	0.00
APPLICATION OF PLEDGE REVENUES: 5-10 YEAR PERIOD		(300,000.00)	0.00		0.00		(300,000.00)	0.00	0.00	0.00
		8,947,550.00	7,949,850.00		6,221,900.00		9,168,500.00	10,235,600.00	5,277,500.00	3,888,500.00

October 19, 2020
Pre-Sale Report for

City of Stevens Point, Wisconsin

\$4,170,000 General Obligation Promissory Notes,
Series 2020A



Prepared by:

Ehlers
N21W23350 Ridgeview Parkway West,
Suite 100
Waukesha, WI 53188

Advisors:

Dawn Gunderson Schiel, CPFO, Senior Municipal Advisor
Greg Johnson, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$4,170,000 General Obligation Promissory Notes, Series 2020A

Purposes:

The proposed issue includes financing for the following purposes:

Finance 2020 Capital Projects and TID #9 Projects

- General 2020 Capital Projects. Debt service will be paid from ad valorem property taxes.
- TID #9 Projects. Debt service will be paid from Tax Increment District #9 revenues .

Authority:

The Notes are being issued pursuant to Wisconsin Statute(s):

- 67.12(12)

The Notes will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

The Notes count against the City's General Obligation Debt Capacity Limit of 5% of total City Equalized Valuation. Following issuance of the Notes, the City's total General Obligation debt principal outstanding will be approximately \$28 million, which is 26% of its limit. Remaining General Obligation Borrowing Capacity will be approximately \$81 million.

Term/Call Feature:

The Notes are being issued for a term of 8 years. Principal on the Notes will be due on February 1 in the years 2021 through 2028. Interest is payable every six months beginning February 1, 2021.

The Notes will be subject to prepayment at the discretion of the City on February 1, 2026 or any date thereafter.

Bank Qualification:

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Notes as "bank qualified" obligations. Bank qualified status broadens the market for the Notes, which can result in lower interest rates.

Rating:

The City's most recent bond issues were rated by Moody's Investors Service. The current ratings on those bonds are "Aa2". The City will request a new rating for the Notes.

If the winning bidder on the Notes elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Notes as a suitable option based on:

- The expectation this form of financing will provide the overall lowest cost of funds while also meeting the City's objectives for term, structure and optional redemption.
- The City having adequate General Obligation debt capacity to undertake this financing.
- The City's current practice is to finance capital items in the City's Capital Budget with the issuance of General Obligation Notes.

Method of Sale/Placement:

We will solicit competitive bids for the purchase of the Notes from underwriters and banks.

We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Notes are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City.

For this issue of Notes, any premium amount received that is in excess of the underwriting discount and any capitalized interest amounts must be placed in the debt service fund and used to pay a portion of the interest payments due on the Notes. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Notes intended to achieve the City's objectives for this financing.

Other Considerations:

The Notes will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to "term up" some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Notes. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Parameters:

The City Council will consider adoption of a Parameters Resolution on November 17th, which delegates authority to the Mayor or Comptroller-Treasurer to accept and approve a bid for the Bonds so long as the bid meets certain parameters. These parameters are:

- Issue size not to exceed \$4,170,000
- Maximum Bid of 103%
- Minimum Bid of 99.00%
- Maximum True Interest Cost (TIC) of 2.25%

Maturity Schedule Adjustments not to exceed \$200,000 per maturity

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

Because the Notes tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be defined in the Tax Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or contract with Ehlers to assist you.

Investment of Note Proceeds:

To maximize interest earnings we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers is a registered investment advisor, and can assist the City in developing an appropriate investment strategy if needed.

Risk Factors:

GO with Planned Abatement: The City expects to abate a portion of the City debt service with tax incremental revenue. In the event this revenue is not available, the City is obligated to levy property taxes in an amount sufficient to make all debt payments.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their

role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Foley & Lardner LLP

Paying Agent: Issuer, unless term bonds offered, then Bond Trust Services Corporation

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by Common Council:	October 19, 2020
Adopt Parameters by City Council to Award Sale of Notes:	November 17, 2020
Due Diligence Call to review Official Statement:	Week of November 16, 2020
Conference with Rating Agency:	Week of November 16, 2020
Distribute Official Statement:	November 20, 2020
Designated Official to Award Sale of the Notes, Contingent Upon Meeting Approved Parameters:	November 30, 2020
Estimated Closing Date:	December 17, 2020

Attachments

Estimated Sources and Uses of Funds
 Estimated Proposed Debt Service Schedule
 Bond Buyer Index

EHLERS' CONTACTS

Dawn Gunderson Schiel, Senior Municipal Advisor	(262) 796-6166
Greg Johnson, Senior Municipal Advisor	(262) 796-6168
Sue Porter, Senior Public Finance Analyst/Marketing Coordinator	(262) 796-6167
Kathy Myers, Financial Analyst	(262) 796-6177

The Preliminary Official Statement for this financing will be sent to the Common Council at their home or email address for review prior to the sale date.



Stevens Point, Wisconsin



Project Costs & Financing Plan

	Proposed 2020A	Proposed 2020B
	G.O. Promissory Note	Taxable G.O. Bond
Projects		
TID #9 Projects	1,000,000	
General Capital Projects	3,075,000	
TID #5 Projects		1,500,000
TID #10 Projects		2,000,000
Subtotal Needed for Projects	4,075,000	3,500,000
Bid Premium Deposit to Debt Service		
Finance Related Expenses		
Financial Advisor	28,800	21,500
Bond Counsel	10,000	10,000
Rating Agency Fee	13,000	13,000
Paying Agent (if Term Bonds)	850	850
Net Underwriter's Discount	\$10.00 41,700	\$12.50 44,875
Total Financing Required	4,169,350	3,590,225
<i>Estimated Interest Earnings</i>	0.15% (1,161)	0.15% (1,161)
<i>Assumed Spend Down (Months)</i>	2	2
Amount Available for Additional Projects	1,811	936
NET ISSUE SIZE	4,170,000	3,590,000

City of Stevens Point, WI

Proposed 2020 Financing Plan

Planning Run

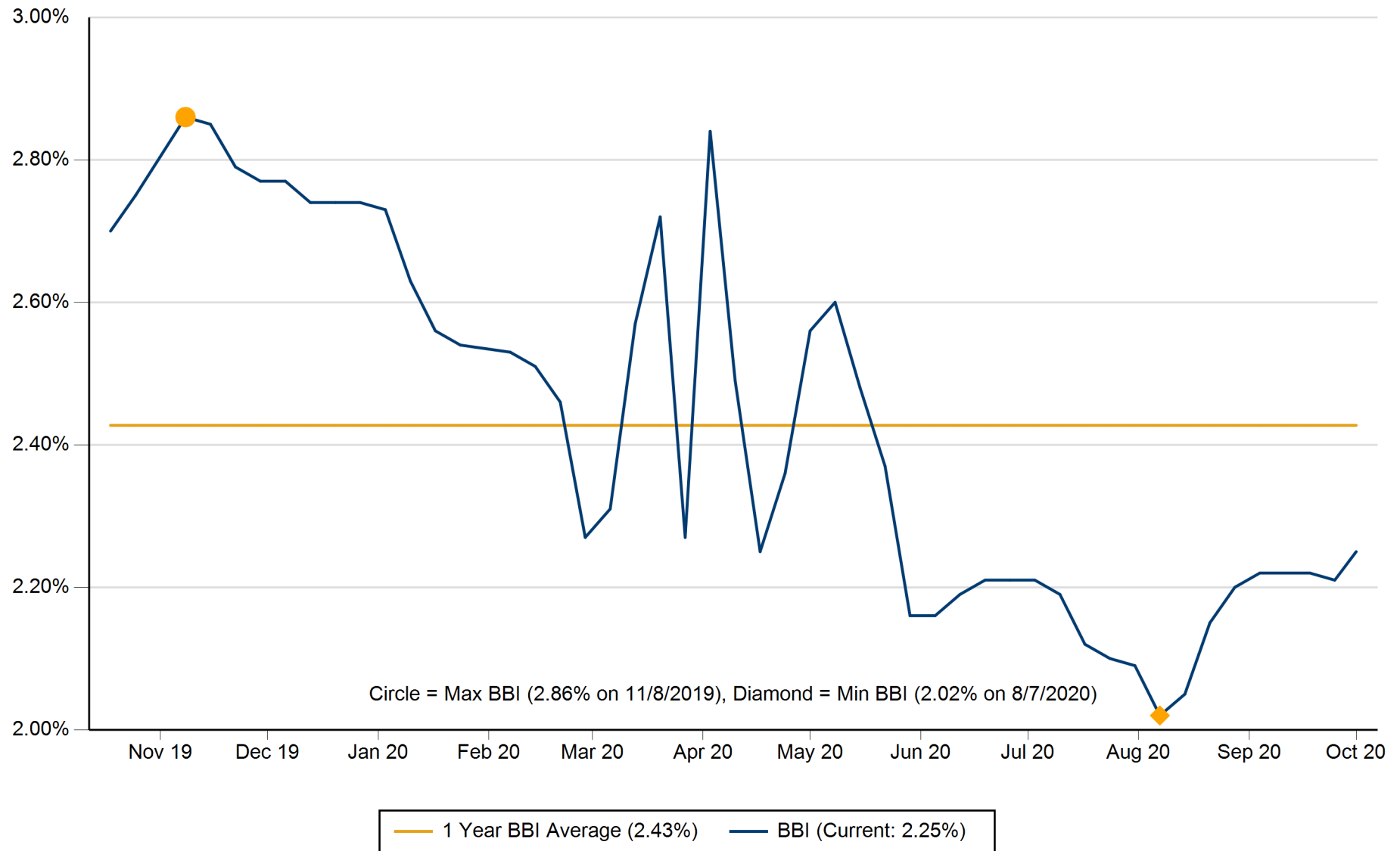


	Allocation of 2020 Notes											Allocation of 2020 Bonds													
	Capital Projects - Levy \$3,145,000 Dated 12/17/20				TID #9 Projects \$1,025,000 Dated 12/17/20			G.O. Promissory Note \$4,170,000 Dated 12/17/2020				TID #5 Projects \$1,535,000 Dated 12/17/20				TID #10 Projects \$2,055,000 Dated 12/17/20			Taxable G.O. Bond \$3,590,000 Dated 12/17/20						
YEAR	Prin (2/1)	Est. Rate ¹	Interest	0	Prin (2/1)	Est. Rate ¹	Interest	Total	Prin (2/1)	Est. Rate ¹	Interest	Total												YEAR	
2017	525,000	0.600%	18,317	543,317		0.600%	7,971	7,971	525,000	0.600%	26,288	551,288	765,000	0.700%	4,008	769,008	0.700%	23,879	23,879	765,000	0.700%	27,888	792,888	2017	
2018																									
2019																									
2020																									
2021																									
2022																									
2023																									
2024																									
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2040																									
TOTALS	3,145,000		148,007	3,293,007	1,025,000		85,056	1,110,056	4,170,000		233,063	4,403,063	1,535,000		8,523	1,543,523	2,055,000		501,956	2,556,956	3,590,000		510,479	4,100,479	TOTALS

NOTES

1 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates October, 2019 - October, 2020



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer

**COMMON COUNCIL
OF THE
CITY OF STEVENS POINT, WISCONSIN**

October 19, 2020

Resolution No. _____

**An Initial Resolution Authorizing the Sale and Issuance of
General Obligation Promissory Notes;
and Certain Related Details**

RECITALS

The Common Council (the “**Governing Body**”) of the City of Stevens Point, Wisconsin (the “**City**”) makes the following findings and determinations:

1. The City is in need of funds to finance street reconstruction and resurfacing, the purchase of vehicles for the Public Works Department, the purchase of vehicles and equipment for the Police Department, and road and utility extensions on E.M Copps Drive in the City’s Tax Incremental District No. 9 (collectively, the “**Project**”).
2. The Governing Body deems it in the best interests of the City that the funds needed for the Project be borrowed, pursuant to the provisions of Section 67.12 (12) of the Wisconsin Statutes and upon the terms and conditions set forth below.

RESOLUTIONS

The Governing Body resolves as follows:

Section 1. Authorization of Issuance and Purposes of Notes.

Under and by virtue of the provisions of Section 67.12 (12) of the Wisconsin Statutes, the City shall issue its negotiable general obligation promissory notes in an aggregate principal amount of approximately \$4,170,000 (the “**Notes**”) to finance the Project; *provided, however,* that the Notes shall be sold and issued in whole or in part from time to time in such amount or amounts as shall be within the limits provided by law.

Section 2. Authorization of Sale of Notes.

The Notes are hereby authorized and ordered to be sold to a purchaser to be determined by competitive bid (the “**Purchaser**”).

Section 3. Preparation of Official Statement and Notice of Sale.

The Mayor, the Clerk, and the Comptroller/Treasurer (in consultation with the City’s Financial Advisor (Ehlers and Associates, Inc.) are each hereby authorized to cause a preliminary offering document for the Notes (the “**Official Statement**”) to be prepared and

distributed to any banks, underwriters, investment houses, or the like deemed to be advisable, and to enclose therewith copies of a “**Notice of Sale**” and a “**Bid Form**”. The Mayor and the Clerk are hereby authorized, on behalf of the City, to approve the form of Official Statement and authorize it to be deemed final as of its date for purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), and to supply copies of the Official Statement upon request.

The Clerk is hereby further authorized and directed to cause notice of the sale of the Notes to be (i) provided to *The Bond Buyer* for inclusion in its complimentary section for the publication of such notices, and (ii) posted in the same locations that the City routinely uses for posting notices of its official business.

Section 4. Bids for Notes.

Written bids for the sale of the Notes shall be received by the City on the date fixed in the Notice of Sale, on which date such bids shall be publicly opened and read. The Governing Body reserves the right, in its discretion, to waive any informality in any bid, to reject any or all bids without cause, and to reject any bid which it determines to have failed to comply with the terms of the Notice of Sale for the Notes.

Section 5. Further Actions.

The issuance of the Notes shall be subject to the condition that the Governing Body has adopted a resolution to award the sale of the Notes to the Purchaser, to approve the purchase contract submitted by the Purchaser to evidence the purchase of the Notes, which may be in the form of an executed Bid Form (the “**Purchase Agreement**”), to fix the interest rate or rates on the Notes in accordance with the Purchase Agreement, to provide for the form of the Notes, to set forth any early redemption provisions, to levy taxes to pay the principal of, and interest on, the Notes as required by law, to designate a fiscal agent for the Notes, and to take such further action as may be necessary or expedient to provide for the preparation, execution, issuance, delivery, payment, and cancellation of the Notes.

Section 6. Severability of Invalid Provisions.

In case any one or more of the provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this resolution.

Section 7. Authorization to Act.

The officers of the City, attorneys for the City, or other agents or employees of the City are hereby authorized to do all acts and procedures required of them by this resolution for the full, punctual, and complete performance of all of the provisions of this resolution.

Section 8. Prior Actions Superseded.

All prior resolutions, rules, ordinances, or other actions, or parts thereof, of the Governing Body in conflict with the provisions of this resolution shall be, and the same are hereby, rescinded insofar as they may so conflict.

Section 9. Effective Date.

 This resolution shall take effect upon its adoption and approval in the manner provided by law.

 * * * * *

Adopted: October 19, 2020

Approved: October ____, 2020

Mayor

Clerk

CERTIFICATIONS BY CLERK

I, Kari Yenter, hereby certify that I am the duly qualified and acting Clerk of the City of Stevens Point, Wisconsin (the “**City**”), and as such I have in my possession, or have access to, the complete corporate records of the City and of its Common Council (the “**Governing Body**”), and that attached hereto is a true, correct, and complete copy of the resolution (the “**Resolution**”) entitled:

An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes; and Certain Related Details

I do hereby further certify as follows:

1. **Meeting Date.** On October 19, 2020, a meeting of the Governing Body was held commencing at _____ p.m.
2. **Posting.** On October ____, 2020 (and not less than 24 hours prior to the meeting), I posted, or caused to be posted, at the City’s offices in Stevens Point, Wisconsin, a notice setting forth the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting.
3. **Notification of Media.** On October ____, 2020 (and not less than 24 hours prior to the meeting), I communicated or caused to be communicated, the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting to those news media who have filed a written request for such notice and to the official newspaper of the City, if any.
4. **Open Meeting Law Compliance.** Said meeting was a regular meeting of the Governing Body that was held in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and state statutes.
5. **Members Present.** Said meeting was duly called to order by the Mayor (the “**Presiding Officer**”), who chaired the meeting. Upon roll call, I noted and recorded that there were _____ members of the Governing Body present at the meeting, such number being a quorum of the Governing Body.
6. **Consideration of and Roll Call Vote on Resolution.** Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was the Resolution. A proper quorum of the Governing Body was present for the consideration of the Resolution, and each member of the Governing Body had received a copy of the Resolution. All rules of the Governing Body that interfered with the consideration of the Resolution, if any, were suspended by a two-thirds vote of the Governing Body. The Resolution was then introduced, moved, and seconded, and after due consideration, upon roll call, _____ of the Governing Body members voted Aye, _____ voted Nay, and _____ Abstained.

7. **Adoption of Resolution.** The Resolution was supported by the affirmative vote of a majority of a quorum of the members of the Governing Body in attendance. The Presiding Officer then declared that the Resolution was adopted, and I recorded the adoption of the Resolution.

8. **Approval of Presiding Officer.** The Resolution was approved by the Presiding Officer on October ____, 2020, and I have recorded this approval. This approval is evidenced by the signature of the Presiding Officer on the copy of the Resolution attached to this certificate.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the City, if any, hereto on October ____, 2020.

Clerk

[SEAL]

October 19, 2020
Pre-Sale Report for

City of Stevens Point, Wisconsin

\$3,590,000 Taxable General Obligation
Community Development Bonds, Series 2020B



Prepared by:

Ehlers
N21W23350 Ridgeview Parkway West,
Suite 100
Waukesha, WI 53188

Advisors:

Dawn Gunderson Schiel, CPFO, Senior Municipal Advisor
Greg Johnson, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$3,590,000 Taxable General Obligation Community Development Bonds, Series 2020B

Purposes:

The proposed issue includes financing for the following purposes:

Finance TID #5 and TID #10 projects

- TID #10 Projects. Debt service will be paid from Tax Increment District #10 revenues.
- TID #5 Projects. Debt service will be paid from Tax Increment District #5 revenues.

Authority:

The Bonds are being issued pursuant to Wisconsin Statute(s):

- 67.04

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

The Bonds count against the City's General Obligation Debt Capacity Limit of 5% of total City Equalized Valuation. Following issuance of the Bonds, the City's total General Obligation debt principal outstanding will be approximately \$28 million, which is 26% of its limit. Remaining General Obligation Borrowing Capacity will be approximately \$81 million.

Term/Call Feature:

The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on February 1 in the years 2021 through 2040. Interest is payable every six months beginning February 1, 2021.

The Bonds will be subject to prepayment at the discretion of the City on February 1, 2030 or any date thereafter.

Bank Qualification:

Because the Bonds are taxable obligations they will not be designated as "bank qualified" obligations.

Rating:

The City's most recent bond issues were rated by Moody's Investors Service. The current ratings on those bonds are "Aa2". The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Bonds as a suitable option based on:

- The expectation this form of financing will provide the overall lowest cost of funds while also meeting the City's objectives for term, structure and optional redemption.
- The City having adequate General Obligation debt capacity to undertake this financing.

Method of Sale/Placement:

We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.

We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City.

For this issue of Bonds, any premium amount received that is in excess of the underwriting discount and any capitalized interest amounts must be placed in the debt service fund and used to pay a portion of the interest payments due on the Bonds. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify

appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Other Considerations:

The Bonds will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to "term up" some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Bonds. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Parameters:

The City Council will consider adoption of a Parameters Resolution on November 17th, which delegates authority to the Mayor or Comptroller-Treasurer to accept and approve a bid for the Bonds so long as the bid meets certain parameters. These parameters are:

- Issue size not to exceed \$3,590,000
- Maximum Bid of 104%
- Minimum Bid of 98.75%
- Maximum True Interest Cost (TIC) of 3.25%

Maturity Schedule Adjustments not to exceed \$200,000 per maturity

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The Bonds are taxable obligations and are therefore not subject to IRS arbitrage and yield restriction requirements.

Investment of Bond Proceeds:

To maximize interest earnings we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers is a registered investment advisor, and can assist the City in developing an appropriate investment strategy if needed.

Risk Factors:

GO with Planned Abatement: The City expects to abate the City debt service with tax incremental revenues. In the event these revenues are not available, the City is obligated to levy property taxes in an amount sufficient to make all debt payments.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Foley & Lardner LLP

Paying Agent: Issuer, unless term bonds offered, then Bond Trust Services Corporation

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by Common Council:	October 19, 2020
Review and Adopt Parameters by City Council to Award Sale of Bonds:	November 17, 2020
Due Diligence Call to review Official Statement:	Week of November 16, 2020
Conference with Rating Agency:	Week of November 16, 2020
Distribute Official Statement:	November 20, 2020
Common Council Meeting to Award Sale of the Bonds:	November 30, 2020
Estimated Closing Date:	December 17, 2020

Attachments

Estimated Sources and Uses of Funds
 Estimated Proposed Debt Service Schedule
 Bond Buyer Index

EHLERS' CONTACTS

Dawn Gunderson Schiel, Senior Municipal Advisor	(262) 796-6166
Greg Johnson, Senior Municipal Advisor	(262) 796-6168
Sue Porter, Senior Public Finance Analyst/Marketing Coordinator	(262) 796-6167
Kathy Myers, Financial Analyst	(262) 796-6177

The Preliminary Official Statement for this financing will be sent to the Common Council at their home or email address for review prior to the sale date.



Stevens Point, Wisconsin



Project Costs & Financing Plan

	Proposed 2020A	Proposed 2020B
	G.O. Promissory Note	Taxable G.O. Bond
Projects		
TID #9 Projects	1,000,000	
General Capital Projects	3,075,000	
TID #5 Projects		1,500,000
TID #10 Projects		2,000,000
Subtotal Needed for Projects	4,075,000	3,500,000
Bid Premium Deposit to Debt Service		
Finance Related Expenses		
Financial Advisor	28,800	21,500
Bond Counsel	10,000	10,000
Rating Agency Fee	13,000	13,000
Paying Agent (if Term Bonds)	850	850
Net Underwriter's Discount	\$10.00 41,700	\$12.50 44,875
Total Financing Required	4,169,350	3,590,225
<i>Estimated Interest Earnings</i>	0.15% (1,161)	0.15% (1,161)
<i>Assumed Spend Down (Months)</i>	2	2
Amount Available for Additional Projects	1,811	936
NET ISSUE SIZE	4,170,000	3,590,000

City of Stevens Point, WI

Proposed 2020 Financing Plan

Planning Run

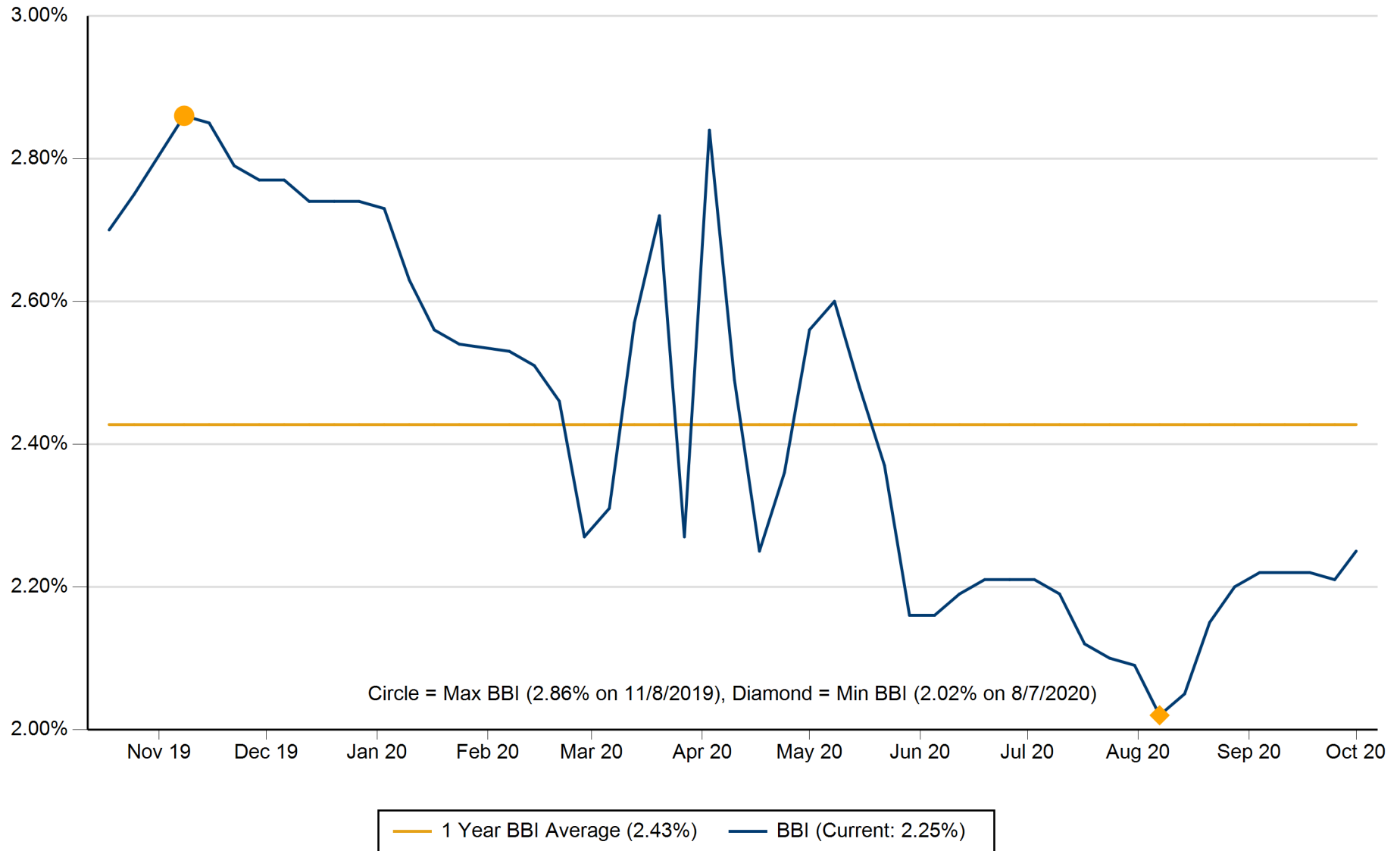


	Allocation of 2020 Notes											Allocation of 2020 Bonds													
	Capital Projects - Levy \$3,145,000 Dated 12/17/20				TID #9 Projects \$1,025,000 Dated 12/17/20			G.O. Promissory Note \$4,170,000 Dated 12/17/2020				TID #5 Projects \$1,535,000 Dated 12/17/20				TID #10 Projects \$2,055,000 Dated 12/17/20			Taxable G.O. Bond \$3,590,000 Dated 12/17/20						
YEAR	Prin (2/1)	Est. Rate ¹	Interest	0	Prin (2/1)	Est. Rate ¹	Interest	Total	Prin (2/1)	Est. Rate ¹	Interest	Total											YEAR		
2017	525,000	0.600%	18,317	543,317		0.600%	7,971	7,971	525,000	0.600%	26,288	551,288	765,000	0.700%	4,008	769,008	0.700%	23,879	23,879	765,000	0.700%	27,888	792,888	2017	
2018																									
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TOTALS	3,145,000		148,007	3,293,007	1,025,000		85,056	1,110,056	4,170,000		233,063	4,403,063	1,535,000		8,523	1,543,523	2,055,000		501,956	2,556,956	3,590,000		510,479	4,100,479	TOTALS

NOTES

1 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates October, 2019 - October, 2020



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer

**COMMON COUNCIL
OF THE
CITY OF STEVENS POINT, WISCONSIN**

October 19, 2020

Resolution No. _____

**An Initial Resolution Authorizing the Sale and Issuance of Not to Exceed
\$3,590,000 Taxable General Obligation Community Development Bonds;
and Certain Related Details**

RECITALS

The Common Council (the “**Governing Body**”) of the City of Stevens Point, Wisconsin (the “**City**”) makes the following findings and determinations:

1. The City is in need of funds to provide financial assistance to blight elimination, slum clearance, community development, redevelopment and urban renewal programs and projects under Sections 66.1105, 66.1301 to 66.1329 and 66.1331 to 66.1337 of the Wisconsin Statutes, including, but not limited to, a development incentive within the City’s Tax Incremental District No. 5 for the construction of student housing at 111 Division Street and a development incentive within the City’s Tax Incremental District No. 10 for the construction of senior housing at 1443 Water Street (the “**Project**”).

2. The Governing Body deems it in the best interests of the City that the funds needed for the Project be borrowed, pursuant to the provisions of Chapter 67 of the Wisconsin Statutes and upon the terms and conditions set forth below.

RESOLUTIONS

The Governing Body resolves as follows:

Section 1. Authorization of Issuance and Purposes of Obligations.

Under and by virtue of the provisions of Chapter 67 of the Wisconsin Statutes, the City shall issue its negotiable general obligation community development bonds, in one or more series, in an aggregate principal amount of not to exceed \$3,590,000 (the “**Obligations**”) to finance the Project; *provided, however*, that the Obligations shall be sold and issued in whole or in part from time to time in such amount or amounts as shall be within the limits provided by law.

Section 2. Publication of Notice.

The City Clerk is hereby authorized and directed to publish notice of the adoption of this initial resolution once in the City’s official newspaper (as a class 1 notice under Chapter

985 of the Wisconsin Statutes), in substantially the form of the Notice to Electors attached hereto as Exhibit A; such publication shall occur no later than 15 days after the date of adoption of this initial resolution.

Section 3. Authorization of Sale of Obligations.

The Obligations are hereby authorized and ordered to be sold to a purchaser to be determined by competitive bid (the “**Purchaser**”).

Section 4. Preparation of Official Statement and Notice of Sale.

The Mayor, the Clerk, and the Comptroller/Treasurer (in consultation with the City’s Financial Advisor, Ehlers and Associates, Inc.) are each hereby authorized to cause a preliminary offering document for the Obligations (the “**Official Statement**”) to be prepared and distributed to any banks, underwriters, investment houses, or the like deemed to be advisable, and to enclose therewith copies of a “**Notice of Sale**” and a “**Bid Form**”. The Mayor and the Clerk are hereby authorized, on behalf of the City, to approve the form of Official Statement and authorize it to be deemed final as of its date for purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), and to supply copies of the Official Statement upon request.

The Clerk is hereby further authorized and directed to cause notice of the sale of the Obligations to be (i) provided to *The Bond Buyer* for inclusion in its complimentary section for the publication of such notices, and (ii) posted in the same locations that the City routinely uses for posting notices of its official business.

Section 5. Bids for Obligations.

Written bids for the sale of the Obligations shall be received by the City on the date fixed in the Notice of Sale, on which date such bids shall be publicly opened and read. The Governing Body reserves the right, in its discretion, to waive any informality in any bid, to reject any or all bids without cause, and to reject any bid which it determines to have failed to comply with the terms of the Notice of Sale for the Obligations.

Section 6. Further Actions.

The issuance of the Obligations shall be subject to the condition that the Governing Body has adopted a resolution to award the sale of the Obligations to the Purchaser, to approve the purchase contract submitted by the Purchaser to evidence the purchase of the Obligations, which may be in the form of an executed Bid Form (the “**Purchase Agreement**”), to fix the interest rate or rates on the Obligations in accordance with the Purchase Agreement, to provide for the form of the Obligations, to set forth any early redemption provisions, to levy taxes to pay the principal of and interest on the Obligations as required by law, to designate a fiscal agent for the Obligations, and to take such further action as may be necessary or expedient to provide for the preparation, execution, issuance, delivery, payment, and cancellation of the Obligations.

Section 7. Severability of Invalid Provisions.

In case any one or more of the provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this resolution.

Section 8. Authorization to Act.

The officers of the City, attorneys for the City, or other agents or employees of the City are hereby authorized to do all acts and procedures required of them by this resolution for the full, punctual, and complete performance of all of the provisions of this resolution.

Section 9. Prior Actions Superseded.

All prior resolutions, rules, ordinances, or other actions, or parts thereof, of the Governing Body in conflict with the provisions of this resolution shall be and the same are hereby rescinded insofar as they may so conflict.

Section 10. Effective Date.

This resolution shall take effect upon its adoption and approval in the manner provided by law.

* * * * *

Adopted: October 19, 2020

Approved: October __, 2020

Mayor

Clerk

EXHIBIT A

NOTICE TO ELECTORS OF THE CITY OF STEVENS POINT, WISCONSIN RELATING TO THE ISSUANCE OF GENERAL OBLIGATION BONDS

Notice is hereby given that on October 19, 2020, the Common Council of the City of Stevens Point, Wisconsin (the “**City**”) adopted an initial resolution under and pursuant to the provisions of Chapter 67 of the Wisconsin Statutes authorizing the issuance of negotiable, taxable general obligation community development bonds of the City, in one or more series, in an aggregate principal amount not to exceed \$3,590,000, to provide financial assistance to blight elimination, slum clearance, community development, redevelopment, and urban renewal programs and projects under Sections 66.1105, 66.1301 to 66.1329, and 66.1331 to 66.1337 of the Wisconsin Statutes, including, but not limited to, a development incentive within the City’s Tax Incremental District No. 5 for the construction of student housing at 111 Division Street and a development incentive within the City’s Tax Incremental District No. 10 for the construction of senior housing at 1443 Water Street.

If within 30 days after the adoption of the forgoing resolution there is filed in the office of the City Clerk a petition for referendum on said resolution conforming to the requirements of Section 8.40 of the Wisconsin Statutes, signed by electors numbering at least 10% of the number of votes cast in the City for governor at the last general election, then the resolution shall not be effective unless adopted by a majority of the City’s electors voting at such referendum. If no such petition is filed with respect to the foregoing resolution, then the resolution shall be effective without a referendum.

Publication Date: October ____, 2020

/s/ Kari Yenter

City Clerk

CERTIFICATIONS BY CLERK

I, Kari Yenter, hereby certify that I am the duly qualified and acting Clerk of the City of Stevens Point, Wisconsin (the “**City**”), and as such I have in my possession, or have access to, the complete corporate records of the City and of its Common Council (the “**Governing Body**”) and that attached hereto is a true, correct, and complete copy of the resolution (the “**Resolution**”) entitled:

An Initial Resolution Authorizing the Sale and Issuance of Not to Exceed \$3,590,000 Taxable General Obligation Community Development Bonds; and Certain Related Details

I do hereby further certify as follows:

1. **Meeting Date.** On October 19, 2020, a meeting of the Governing Body was held commencing at ____ p.m.
2. **Posting.** On October ___, 2020 (and not less than 24 hours prior to the meeting), I posted, or caused to be posted, at the City’s offices in Stevens Point, Wisconsin, a notice setting forth the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting.
3. **Notification of Media.** On October ___, 2020 (and not less than 24 hours prior to the meeting), I communicated or caused to be communicated, the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting to those news media who have filed a written request for such notice and to the official newspaper of the City, if any.
4. **Open Meeting Law Compliance.** Said meeting was a regular meeting of the Governing Body that was held in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and state statutes.
5. **Members Present.** Said meeting was duly called to order by the Mayor (the “**Presiding Officer**”), who chaired the meeting. Upon roll call, I noted and recorded that there were ____ members of the Governing Body present at the meeting, such number being a quorum of the Governing Body.
6. **Consideration of and Roll Call Vote on Resolution.** Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was the Resolution. A proper quorum of the Governing Body was present for the consideration of the Resolution, and each member of the Governing Body had received a copy of the Resolution. All rules of the Governing Body that interfered with the consideration of the Resolution, if any, were suspended by a two-thirds vote of the Governing Body. The Resolution was then introduced, moved, and seconded, and after due consideration, upon roll call, ____ of the Governing Body members voted Aye, ____ voted Nay, and ____ Abstained.

7. **Adoption of Resolution.** The Resolution was supported by the affirmative vote of a majority of a quorum of the members of the Governing Body in attendance. The Presiding Officer then declared that the Resolution was adopted, and I recorded the adoption of the Resolution.

8. **Approval of Presiding Officer.** The Resolution was approved by the Presiding Officer on October ____, 2020, and I have recorded this approval. This approval is evidenced by the signature of the Presiding Officer on the copy of the Resolution attached to this certificate.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the City, if any, hereto on October ____, 2020.

Clerk

[SEAL]

RESOLUTION

WHEREAS, the COVID-19 pandemic has had a severe negative impact on business in the Stevens Point area, particularly bars and restaurants; and

WHEREAS, numerous bar and restaurant owners in the Downtown area have expressed an interest in a temporary relaxing of open intoxicant ordinances so as to allow for alcoholic beverages purchased downtown to be consumed outdoors within that general area; and

WHEREAS, providing patrons of Downtown bars and restaurants to consume alcohol purchased at those locations outdoors and off-premises will facilitate the practicing of social distancing and reduce the likelihood of transmitting the COVID-19 virus; and

WHEREAS, the Wisconsin Department of Health Services issued Emergency Order #3 on October 6th, 2020 which limits indoor occupancy to 25% of capacity and the COVID-19 pandemic will likely affect our community well into 2021;

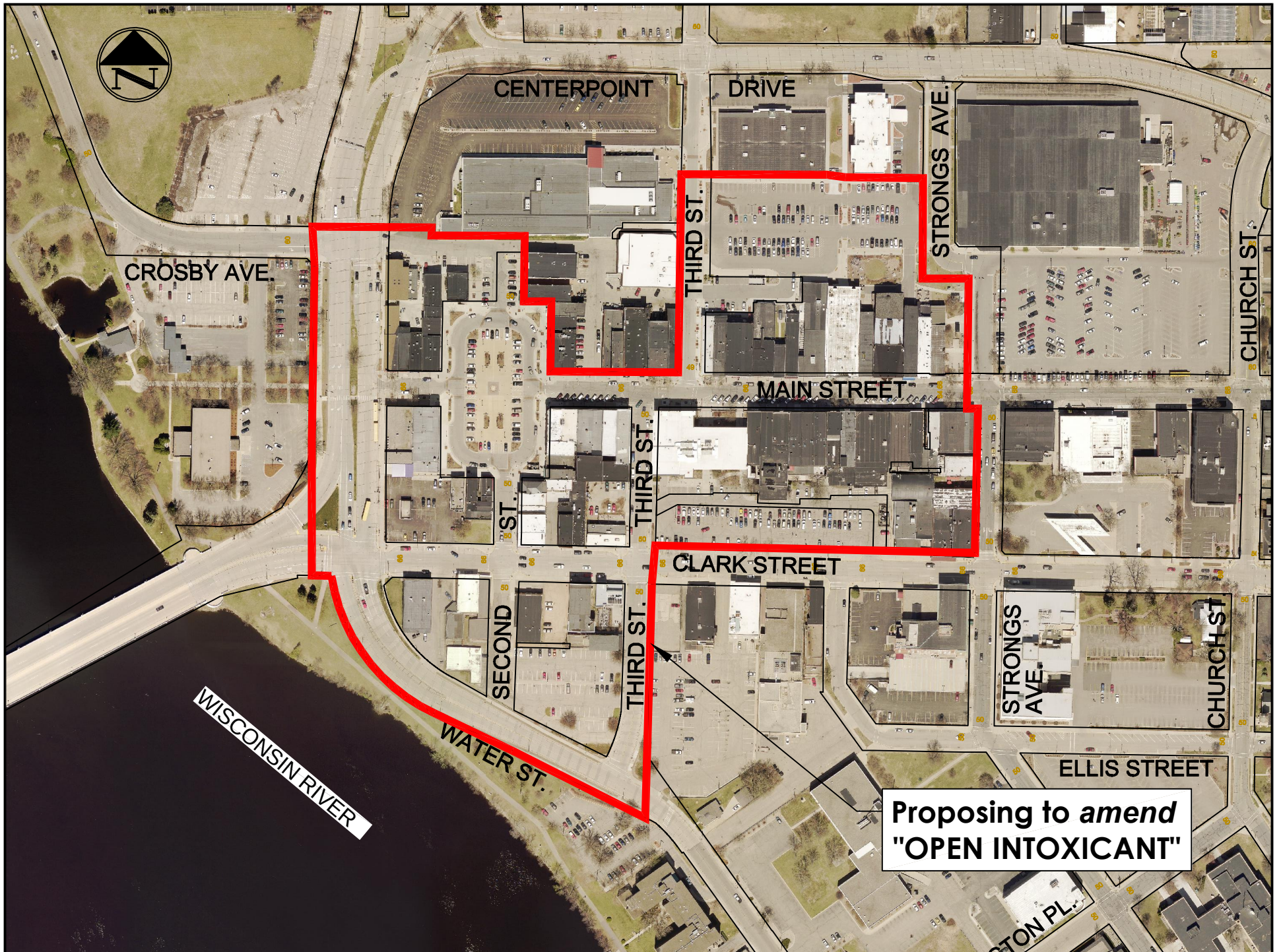
NOW THEREFORE BE IT RESOLVED that the Stevens Point Common Council hereby declares as follows:

1. Pursuant to the language of Revised Municipal Code section 24.03 permitting the Common Council to create exceptions to the prohibition on open intoxicants on public ways, the provisions of RMC 24.03 shall not apply to the Downtown area defined on the attached Exhibit A from the effective date of this Resolution until March 30th, 2021. This exception shall apply from 4:00 P.M. until 9:00 P.M. daily and shall expire at 9:00 P.M. on Sunday, March 30th, 2021. This exception shall not apply to glass containers.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: October 7th, 2020
Adopted: October 19th, 2020



RESOLUTION

[CONDITIONAL USE PERMIT – 2306 COLLEGE AVENUE – OPERATE AN OUTDOOR BEER GARDEN]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **1116, 1124 and 1128 Main Street (Parcel ID 281240832202929)**, and described as E30' L6 & S20.71' OF E30' L17, W26' L7 & S20.71' OF W26' L16 BLK29 VAL BROWN & SUBJ ESMT DES-788999 BNG PRT NENW S32 T24 R8 ESMT466/1160;201/587/211/30 459/94;575147;679814;685641 788998;800463;851802 NOTICE, City of Stevens Point, Portage County, Wisconsin, is hereby granted a conditional use permit to operate an outdoor beer garden, with the following conditions:

- 1) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 2) A design review certification shall be applied for and obtained prior to commencement of construction.
- 3) All exterior façade improvements must match or complement the existing structure.
- 4) A landscaping plan for the beer garden shall be reviewed and approved by Community Development staff.
- 5) Staff shall have the authority to approve minor changes to the site plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 5, 2020
Adopted: October 19, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

Administrative Staff Report



Department of Community
Development

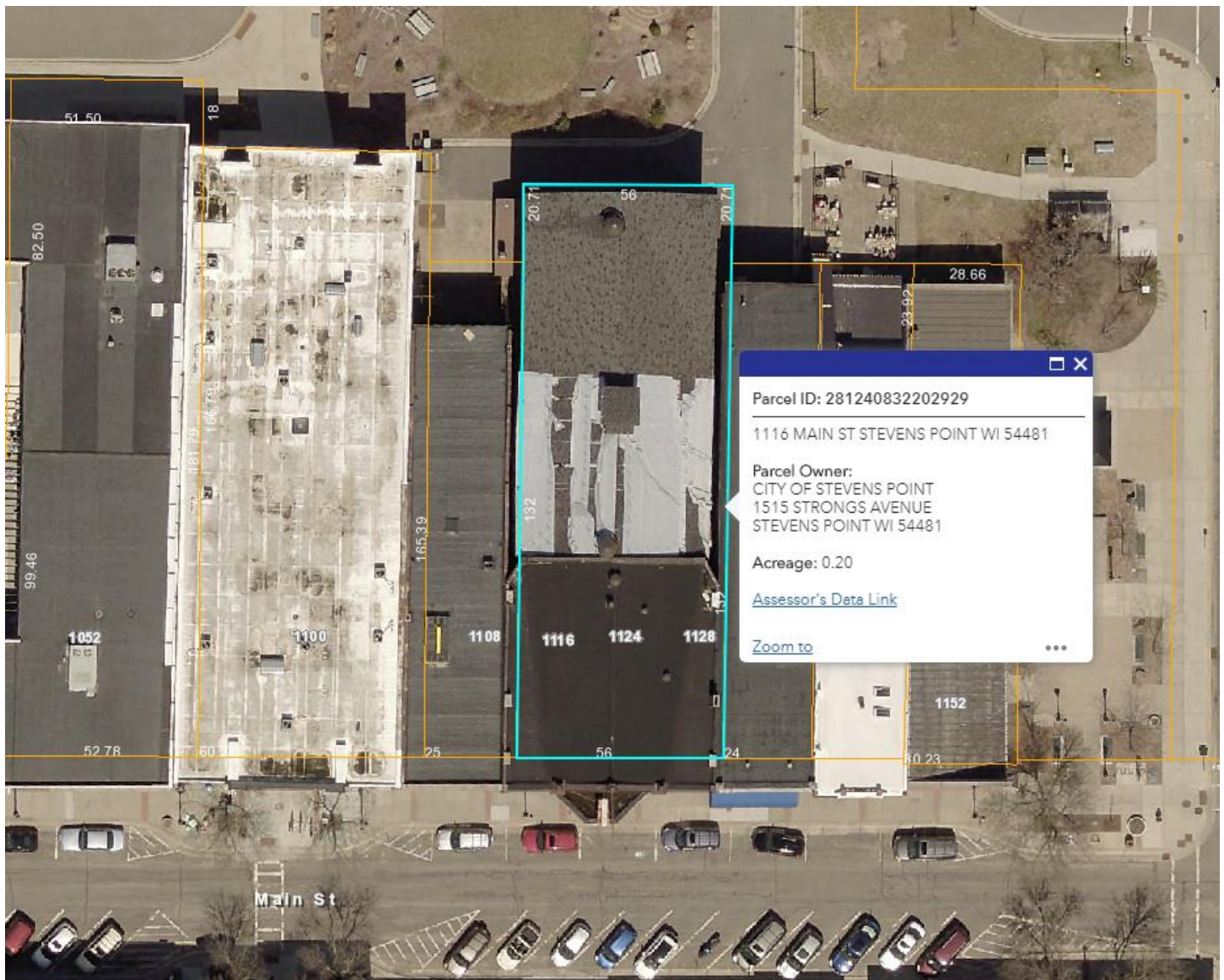
Conditional Use Permit Proposed Uses at the Former Fox Theatre

1116, 1124 and 1128 Main Street

October 5, 2020

Applicant(s): - Gregg Gokey Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240832202929 Zone(s): "B-3" Central Business District Master Plan: - Downtown District Council District: - District 1 Ald. Jennings Lot Information: - Lot Size: 8,551 sq. ft. (0.196 ac.) Current Use: - Vacant Applicable Regulations: 23.01 (16) 23.02(2)(b)(3)(f) 23.02(2)(c)(3)(l)	Request Public Hearing and action on a request from Gregg Gokey, on behalf of Opera House LLC, for a Conditional Use Permit to operate an outdoor beer garden consistent with Ch. 23.01(16) & 23.02(2)(c)(3)(l) at the premise of 1116, 1124 and 1128 Main Street (Parcel ID 281240832202929). Attachment(s) - Application Findings of Fact - The property is zoned "B-3" Central Business District. - The applicant is seeking to operate a beer garden within the exterior of the proposed building and a public and private event space in the interior of the building. - The interior use plan is permitted within the "B-3" Central Business District. - A component of the beer garden is the outdoor sale of alcohol for the beer garden, which is a conditional use within the "B-3" Central Business District. Staff Recommendation Approve the conditional use permit to allow for the operation of an outdoor beer garden with the following conditions: - All applicable building permits shall be applied for and obtained prior to commencement of construction. - A design review certification shall be applied for and obtained prior to commencement of construction. - All exterior façade improvements must match or complement the existing structure. - A landscaping plan for the beer garden shall be reviewed and approved by Community Development staff. - Staff shall have the authority to approve minor changes to the site plan.
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Vicinity Map



Background

The applicant is requesting approval of their intended land use plan for the former Fox Theatre, located at 1116, 1124 and 1128 Main Street. Earlier this year, the City has entered into a Development Agreement with The Opera House, LLC, who has proposed to renovate the former theatre into an event space and beer garden. The interior event space is proposed to be used for both public and private events—having the ability to house multiple services, such as informational meetings, wedding ceremonies and civic events. A catering kitchen will be installed in the northeast corner of the building to accommodate food and beverage catering for private events in the Opera House.

The exterior use plan consists of constructing an outdoor beer garden. The beer garden is proposed to house both public and private events, with ample seating and entertainment features being placed on the paved patio area. Additional buffering techniques, such as installing landscaping and fencing is proposed to better contain the activities proposed within the beer garden.

Within the “B-3” Central Business District, a beer garden where alcoholic drinks are served are a conditional use, thus requiring review by the Plan Commission.

Standards of Review

- 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 beer garden will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. Installing fencing and other landscape buffering will better confine the proposed uses inside the subject property, thus reducing any negative impacts to neighboring property owners and the general public.

Findings: Under the proposed conditional use permit, the applicant is seeking to construct a beer garden among several other proposed uses on the subject property. The City’s zoning requirements in the B-3 district requires the proposed uses within the beer garden to be approved through a conditional use permit. Staff does not believe the proposed conditional use permit 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;**

Analysis: The subject property is located in an already developed commercial region. Having a beer garden will be complementary with the proposed use within the Opera House, along with neighboring conditional uses. In fact, other commercial establishments within the Downtown have similar tavern and civic spaces as what the applicant is proposing.

Findings: This standard is met.

- 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.

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

- 4) **The exterior architectural appeal and functional plan of any proposed structure will not be at variance with either the exterior architectural appeal and functional 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: Any new construction within one of the City’s Historic Districts are required to be reviewed and approved by the City’s Historic Preservation/Design Review Commission. Within the review process, the Commission will review to determine the proposed development will not be contrary to the existing façade and other historic characteristics. Upon reviewing the applicant’s submittals, staff is confident that the proposed use will not be at variance with the exterior architectural appeal and functional plan of the neighborhood and broader Downtown region.

Findings: This standard is met.

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

Analysis: The respective area is in an established area of the city with adequate pedestrian access into the property. A stormwater easement has been approved in September to improve stormwater management purposes across the subject property.

Findings: This standard is met.

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

Analysis: There are no proposed changes in ingress or egress to the subject property. While the subject property has grown in size due to the recent sale of land from the City Redevelopment Authority to the project developer, the beer garden will be confined by fencing and landscaping.

Findings: This standard is met.

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

Analysis: The B-3 district is established to provide a single contiguous district encompassing the downtown area which will encourage primarily retail and a variety of supporting uses. Additionally, the B-3 district is intended to specialize in pedestrian-oriented shopping and community centers.

Findings: The beer garden is intended for public use when it is not reserved for private events. With the subject property having only one street frontage, pedestrian access is the primary means of entrance to the area.

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: Other legally conforming uses in the Downtown District serve alcohol and other public gathering areas. The conditional use permit is asking for proposed uses of the subject property that is subject to approval through the conditional use process.

Findings: The regulations of the district are met for the proposed use provided the conditional use permit is allowed.

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 services systems of the community.

Analysis: N/A

Findings: N/A

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

N/A

11) Access to the site shall be safe.

Analysis: Vehicular and pedestrian access is off of Main Street. Additional pedestrian access to the beer garden may be available by lieu of the parking lot north of the subject property.

Findings: Access is adequate.

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, potable 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: Utilities currently serve the subject property.

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: Refuse storage does not occur on site.

Findings: Should refuse storage occur, the owner shall screen the refuse containers consistent with City regulations.

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

Analysis: String lighting and spot lighting is proposed within the beer garden. The proposed fencing and landscaping is intended to reduce light pollution to neighboring properties. Lighting will also be provided by the building.

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 property.

Findings: The use should not create excessive noise.

14) Principal - Applications for exclusive multifamily 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.

N/A

Based on the findings above staff would recommend approving the conditional use permit with the conditions outlined on page one. Keep in mind that recent 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 a standard above, a condition can be applied to the permit to address the concern and grant the permit.

Photos







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 ☐	Amend ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☒)	
Applicant Name	Opera House LLC	Contact Name	
Address	P.O.Box 1004	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715-869-3440	Telephone	
Fax	715-602-8084	Fax	
Email	management@penguinproperties.net	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☒)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Penguin Properties	Owner's Name	
Address	P.O.Box 1004	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715-869-3440	Telephone	
Fax	715-602-8084	Fax	
Email	management@penguinproperties.net	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281240832202929		
Legal Description of Subject Property		
The East Thirty (30) feet of Lot Six (6); the West Twenty-six (26) feet of Lots Seven (7) and Sixteen (16); the East Twenty (20) feet of the North Eighty-eight (88) feet of Lot Seventeen (17); the South Forty-four (44) feet of the East Fifty-five (55) feet of Lot Seventeen (17), and Sixty-four (64) square feet in the South East corner of the East Thirty-five (35) feet of the West Forty-five (45) feet of the North Eighty-eight (88) feet of Lot Seventeen (17) all in Block Twenty-nine (29), of Valentine Brown's Addition to the City of Stevens Point, Portage County, Wisconsin.		
Designated Future Land Use Category		Current Use of Property
Commerical		Commerical
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)		
See attaced amd tje response to proposal		

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)

See attached and the response to proposal

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

See attached and the response to proposal

Current Zoning Surrounding Subject Property

North:	B3-Central Business	South:	B3- Central business
East:	B3- Central business	West:	B3- Central business

Current Land Use Surrounding Subject Property

North:	Commerical	South:	Commerical
East:	Commerical	West:	Commerical

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)	☐	
Building Elevations	☐	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
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
	9/21/2020		9/21/2020

Wildcard Corp./Opera house LLC Application for Conditional use Permit

Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development

Wildcard Corp./Opera House LLC will renovate the property into an event space located in Downtown Stevens Point with outdoor and indoor spaces. The exterior space will include a biergarten which can be used as a communal gathering area during unreserved periods. All spaces can be reserved individually or collectively for both private events and large scale community events. Please see the attached proposal for a full description of the event space uses.

Our current schedule is listed in the proposal with a month and half delay from the initial assumptions listed for execution. The current expected date of the scheduled start is September 22nd, 2020.

How will the proposed development reinforce the existing or planned character of the neighborhood?

The development is an enhancement to the existing character of the neighborhood by enhancing the structure's original historic features. By renovating the Opera House back to the original 1890s look the building will once again be the shining centerpiece of downtown Stevens Point. The original brickwork on the south side of the development, with a possible balcony, will look more in keeping with the style and feel of historic downtown, therefore, enhancing the existing character of the neighborhood.

The north side of the property will present a welcoming site from the Cobblestone hotel and present excellent curb appeal. With a communal gathering area, indoor and outdoor event space and stylish balcony overlooking the courtyard, this area will offer a rich look and feel to the downtown area that does not exist on this side currently. The fencing and brickwork will match that of the existing buildings in the area. The relocated green space will accent the landscaping planned in the Biergarten area as well.

Outline steps that will be taken to reduce any negative impacts on adjacent property.

There will be no negative impacts on adjacent property. Currently the area is not utilized and detracts from the look and feel of the adjacent properties. The relocated green space will be an improvement to the existing green space that is currently overgrown and damaged from the demolition of the auditorium space.

Please see the attached proposal with mock ups of the renovation plans for the space. Additional background information and a description of the planned renovation are included.

Use Plan

Exterior Use Plan

While much of the Opera House's original structure may be gone, our exterior design plan preserves the original historic layout of the site by mirroring some of the original features, including a new balcony, stage, and seating areas. A large raised deck will extend off the back of the existing structure and stand in the same location as the theater's original balcony seating. An outdoor stage area will be installed approximately where the original stage once stood, offering a clear vista to the new seating area, which will be located where the main floor of the auditorium used to be. It is the intention of this development plan to reclaim the portion of the property and any additional areas that were cut off during the mall project in the late 1980s.

By restoring the property to its original boundaries, the green space at the rear of the property would then be converted to a gated patio and green space: Andrae's Biergarten. This will provide patrons a view of the stage from both sides, and offer different social atmospheres to enjoy the show. While much of the Opera House's original structure may be gone, this design reimagines the original layout of the theater space and will remain true to the building's history while continuing to serve the local community for many generations to come.

In honor of G.F. Andrae's German heritage, our exterior use plan includes the creation of a traditional German Biergarten. A beer garden, a translation from the German "Biergarten," is an outdoor area in which community members often congregate to socialize, enjoy live entertainment, eat together and drink beer. Common entertainment includes music, song, and games, enjoyed in an atmosphere of Gemütlichkeit.



Andrae's Biergarten and the second floor balcony, the expanded green space, and EV charging stations.. More renders are available in **Addendum 1** of this proposal and through the following link:

wildcardcorp.com/operahouse

Andrae's Biergarten

Andrae's Biergarten will feature hard and softscape elements to include a paved patio area and greenspaces. The space will be designed to support a wide variety of both public and private events and activities. Patio heaters will be incorporated to encourage maximum three-season use of the space. String lighting and spot lighting will enhance the architectural and softscape elements of the space. A stage for live music and entertainment will be centrally located in the space and include adequate power for sound and lighting. The space will be surrounded by fencing and landscaping that will allow for privacy and security. A large entrance gate will be located at the North end of the outdoor venue and act as the main entrance to the space. Additional gates will be installed on both the east and west sides of the space near the stage area to allow easy access for event and performance set up. Traditional beer garden tables and seating will provide visitors with plenty of comfortable places to relax while socializing and enjoying attending events.

When not actively hosting events, the space will be open for public use between the hours of 10AM to 10PM Sunday through Thursday and from 10AM to 12AM Friday and Saturday during the spring, summer, and fall seasons. The space will be continuously lit after daylight hours while open to the public. Games such as: bean bag toss, giant tic tac toe, giant chess and giant Connect Four will be available for community use during business hours. Complimentary public-access wifi will be available in Andrae's Biergarten to further provide the community opportunities for coffee and digital engagement. .

As an officially recognized eco municipality, the community of Stevens Point has aspired to contribute to a more green and sustainable future. Our development plans include features which will enhance evergreen options for our community at no cost.. Two to four 100amp electric vehicle (EV) charging stations will be installed for public use, an amenity which is not currently available in the downtown area. This would make a desirable stop for EV road trippers, bring more foot traffic, and increase awareness of sustainable options like electric vehicles.

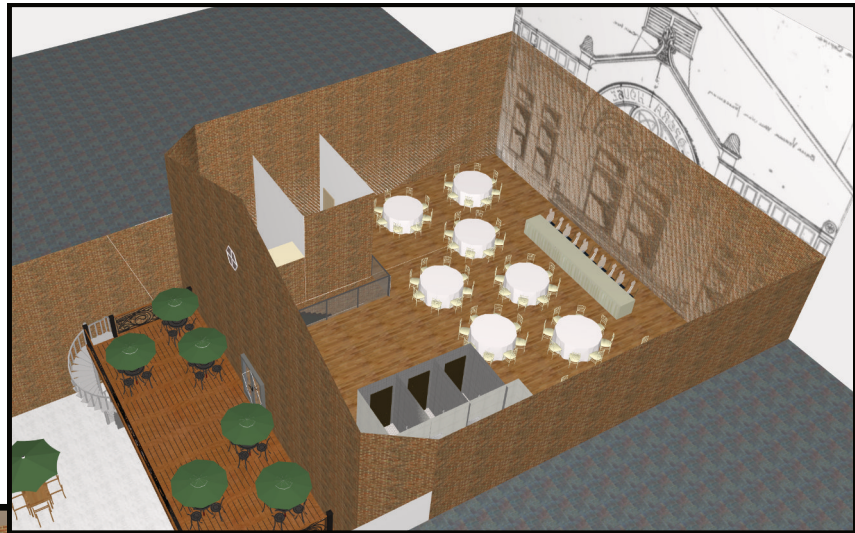
Interior Use Plan

The Opera House lower level use plan involves an open space concept that can be used for public and private events including: presentations, community board meetings, art shows, receptions, live music, poetry readings, wedding ceremonies, and other public and private events. A catering kitchen will be installed in the north east corner of the building to accommodate food and beverage catering for private events at the Opera House. Local catering companies will benefit from the opportunities to provide food for private events booked at the Opera House. Catering kitchen amenities will include: commercial refrigeration, commercial warming ovens, commercial ice maker/ice machine, large capacity dishwasher, stainless steel prep tables, and commercial coffee makers, among other amenities.

Use Plan

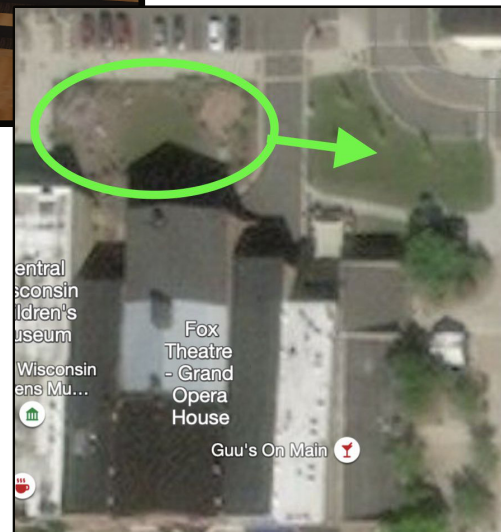
Rather than cover over pre-existing structural features like the rear alley-way exits and the large openings left in the back wall of the Opera House, we plan to incorporate the reuse of these unique features into our design plan. These features will be fitted with doors and windows that will take advantage of natural light to enhance natural lighting in the interior of the building. Complimentary public-access wifi will be throughout the grounds for the benefit of visitors.

An overhead view of the balcony and the second floor of the Opera House venue.



Standing in the interior of the Opera House venue, looking out into Andrae's Biergarten.

As part of the exterior use plan we will work with the city to move the current pergola and brick maze /landscaping to the east of the access road as pictured.



Addendum One: Render Images

Find the 3D file at wildcardcorp.com/operahouse



Wildcard plans to restore the original facade of the Opera House. The drawing overlaid here gives a preview of what we could not do justice to with just a 3D image.

The second floor interior of the Opera House venue.

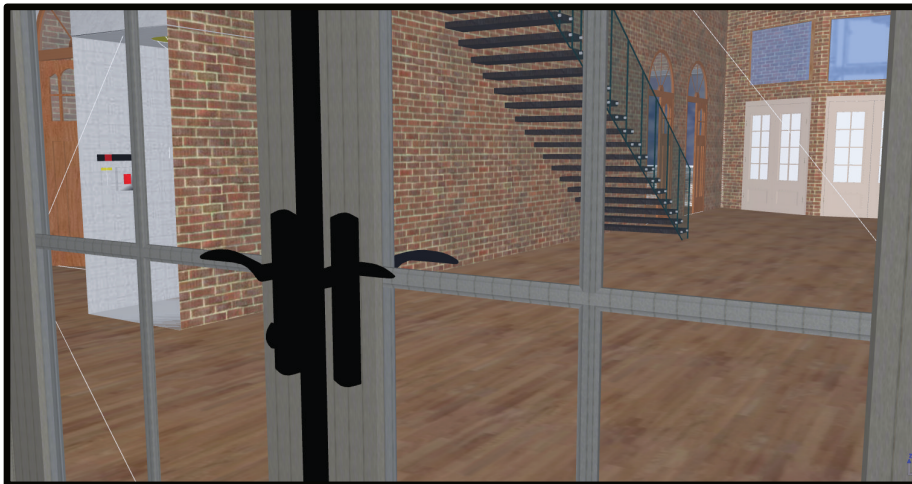


Outdoor service area and seating for Andrae's Biergarten, with a spiral staircase to the second floor balcony.

Addendum One: Render Images

Find the 3D file at wildcardcorp.com/operahouse

Balcony seating in Andrae's Biergarten.



A view into the first floor interior of the Opera House venue with an elevator to the left and stair access.

The second floor interior of the Opera House venue, Andrae's Biergarten, and the expanded green space.



September 14th, 2020

TO: Alder Tori Jennings
1632 Ellis St.
Stevens Point, WI 54481

FROM: Opera House llc
Wildcard Corp.
1300 College Ct.
Stevens Point, WI 54481

RE: Historic Preservation/Design Review Commission & Conditional use permit

Good day Alder Jennings,

We are pleased to be reaching out to you today to inform you about the next steps in our process to rebuild the Fox Theater into the Opera House on Main. With the formal sale of the property about to be finalized by the city we are moving forward with the additional applications required to start our project.

Our conditional use permit will be submitted to the city for the October 5th planning commission meeting this Friday, September 18th. After speaking with City staff we will mainly be including our proposal with the corresponding form, application for a conditional use permit.

During this period we will also submit our documentation to the city Historic preservation and design review commission. We intend to include, in addition to our proposal, additional shots of the Opera house as it was in the 1890s. As we intend to renovate the Main Street facade to more accurately resemble this, it is important to allow the commission to see what the original facade looked like. Further we intend to talk about the north side of the exterior of the building. We want to communicate that we will do as much as we can to mimic the balcony area with what we intend in the new space.

On a final note, we wanted to thank you for your continuing support in our projects in downtown Stevens Point. With our work on 1324 Centerpoint Drive, 1136 Main Street, and now with the Opera House, we have enjoyed being able to work with our Alder to make a better Stevens Point. It is our belief that you hold the same beliefs that we do in updating buildings to reflect their historic origins while making them functional for a modern workforce. Thank you for your support and we hope to continue to work with you throughout this project and into the future.

Please let us know if you have any questions or concerns as we move forward with this project.

Thank you for your time and have a good day,

Gregg Gokey
Director of Operations
Wildcard Corp.

RESOLUTION

[CONDITIONAL USE PERMIT – 2306 COLLEGE AVENUE – CONSTRUCT A FRONT PORCH AND OVERHANG]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2306 College Avenue (Parcel ID 281240833201509)**, and described as LOT 10 BLK 1 BOYINGTON & ATWELL 5TH ADD BNG PRT NW NW S33 T24 R8 804276;804277POA, City of Stevens Point, Portage County, Wisconsin, is hereby granted a conditional use permit to construct a front porch and overhang under the Traditional Neighborhood Overlay Zoning District, with the following conditions:

- 1) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 2) Staff shall have the authority to approve minor changes to the site plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 5, 2020
Adopted: October 19, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

Administrative Staff Report

Conditional Use Permit Construct Front Porch and Overhang

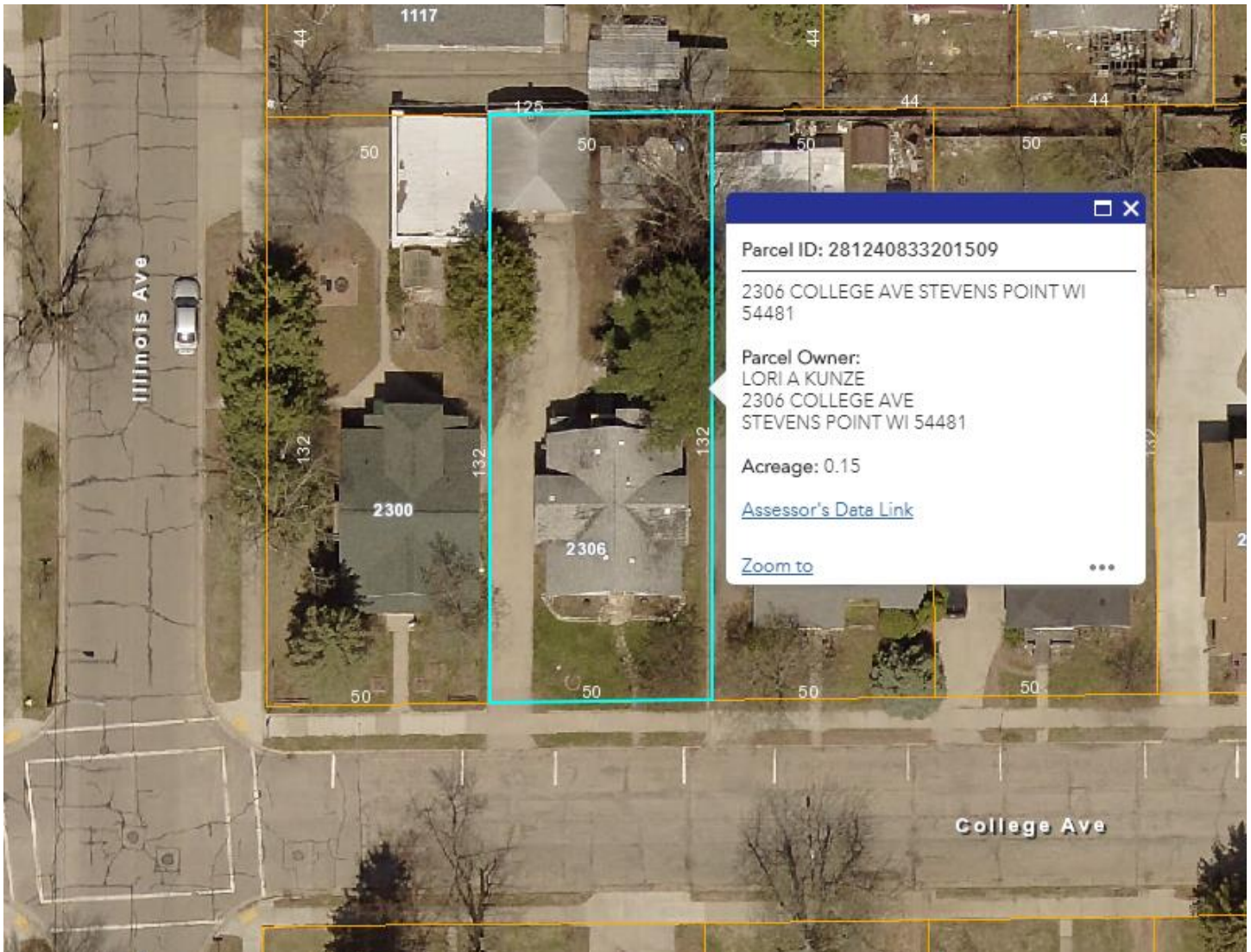
Traditional Neighborhood Overlay District
2306 College Avenue



Department of Community
Development

Applicant(s): - Lori Kunze Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240833201509 Zone(s): "R-3" Single & Two Family Residence District "R-TND" Traditional Neighborhood Development Overlay District Master Plan: - Residential Council District: - District 3 Ald. Nebel Lot Information: - Frontage: 50 ft. - Depth: 132 ft. - Lot Size: 6,600 sq. ft. (.152 ac.) Current Use: - Single-Family Dwelling Applicable Regulations: 23.02(1)(h)(1.1)(3)	Request Public Hearing and action on a request from Lori Kunze for a Conditional Use Permit to construct a front porch and overhang set back 18' 6" from the College Avenue Right of Way under the Traditional Neighborhood Overlay Zoning District. Attachment(s) - Application Findings of Fact - The property is zoned "R-3" Single & Two Family Residence District. - The property is within the "R-TND" Traditional Neighborhood Development Overlay District. - The applicant is seeking to construct a front porch and overhang at the subject property, with a setback of 18' 6" from the College Avenue Right of Way. - The "R-3" zoning district requires a 25' setback for a single-family dwelling from the College Avenue Right of Way. Front porch additions with overhangs are considered part of the dwelling unit and subject to the 25' setback. - Within the "R-TND" Zoning Overlay, single-family dwellings may have a reduced setback of 12' if a conditional use permit is approved. Staff Recommendation Approve the conditional use permit to construct a front porch and overhang at 2306 College Avenue with the following conditions: - All applicable building permits shall be applied for and obtained prior to commencement of construction. - Staff shall have the authority to approve minor changes to the site plan.
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Vicinity Map

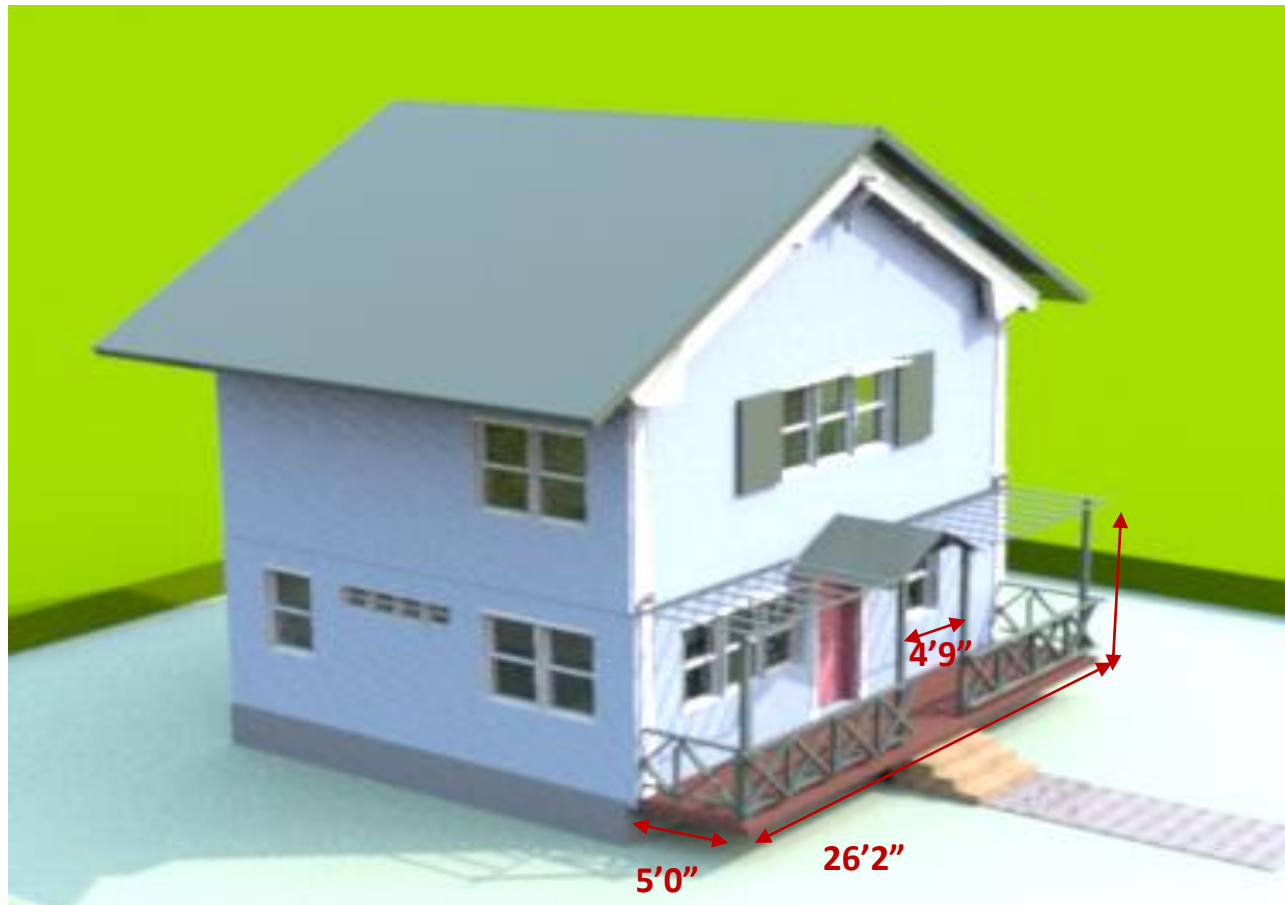


Background

The applicant is requesting to construct a 131 sq ft front porch and overhang at 2306 College Avenue. Because the front porch and overhang are part of home (attached to the home and includes foundational work, staff considers them part of the primary structure and not a detached accessory structure.

Within the “R-3” Single- and Two-Family Residence District, primary structures are required to have a setback of 25’ and side yard setbacks of 7.5’ on each side. The Common Council approved the “R-TND” Traditional Neighborhood Overlay District, which created opportunities and flexibility for the City’s neighborhoods to have a development pattern consistent with traditional neighborhood development. The subject property falls within the R-TND and can construct additions, such as front porches and overhangs, no closer than 12’ from the street right of way as long as a conditional use permit is obtained.

The applicant has submitted all required materials to construct the front porch and overhang addition with a street yard setback 18' 6" from the College Avenue Right-of-Way. Both side yard setbacks as proposed meet the requirements within the underlying R-3 Single- and Two-Family Residence District. Lastly, steps are exempt from the setback requirements according to Section 23.01(10)(b)(5)(a)(6), thus not being subject to this conditional use permit.



Standards of Review

- 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 front porch and overhang addition will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare. Porches, both open-aired and enclosed are common in all residential neighborhoods, especially those within the City's traditionally developed neighborhoods, such as this one. Additionally, several surrounding properties have a lesser street yard setback than what the applicant is proposing—implying that allowing for a front porch and overhang would be consistent with the development pattern of the surround neighborhood and would not interfere with any development pattern. The proposed steps above do not require review as part of the conditional use process and are exempt from setback requirements within the City Zoning Code.

Findings: The applicant is proposing a front porch and overhang set back 18' 6" from the College Avenue Right-of-Way. R-TND allows a minimum 12' setback from the street-yard setback. Staff does not believe the proposed

conditional use permit 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;

Analysis: Front porch and overhangs are a common component of dwellings. As mentioned above, the proposed front porch and overhang is not injurious to the use of existing dwellings that have front porch and overhangs in the city. The proposed setback is still at or less than some adjacent properties.

Findings: The applicant would still be required to obtain appropriate building permits. Therefore, the use should not be injurious to the use and for the purpose already permitted.

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, often with reduced setbacks for dwellings and front porch and overhangs.

Findings: See standards one and two above. The proposed front porch and overhang will not impede on the normal and orderly development of the surrounding property.

4) The exterior architectural appeal and functional plan of any proposed structure will not be at variance with either the exterior architectural appeal and functional 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 proposed front porch and overhang is architecturally similar to the existing character of the home. As such, it is above and beyond what typically is proposed in terms of style, materials and finishes.

Findings: This standard is met.

5) Adequate utilities, access roads, drainage and/or necessary facilities have been, or are being, provided;

Analysis: The respective area is in an established area of the City.

Findings: Utilities currently exist in this area.

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

Analysis: N/A

Findings: N/A

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

Analysis: The R-TND district is established to provide population density that is primarily used for single- and two-family living, which is expected to accommodate numerous residential developments already at the density of this district. It is important to continually add value to the City's historically-developed neighborhoods to ensure further reinvestment and promote the longevity of homes throughout all neighborhoods.

Findings: The use has been allowed via a conditional use permit within the City's Zoning Code. Front porch and overhangs within the front yard will bring more human activity in the front of the house, creating a further sense of neighborhood. The land use plan and the proposed use are in harmony, and as such, this section is met.

- 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: The lot and dwelling exist. The conditional use permit is asking for a lesser setback than what is typically allowed outright through the City's Zoning Code.

Findings: The regulations of the district are met for the proposed addition provided that the conditional use permit is approved.

- 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 services systems of the community.**

Analysis: N/A

Findings: N/A

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

N/A

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

Analysis: Pedestrian and vehicular access is off of College Avenue.

Findings: Access is adequate.

- 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, potable 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: Utilities currently serve the property.

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: Refuse storage occurs on the property, likely in City-provided trash receptacles.

Findings: If refuse storage is increased, the owner shall screen the refuse containers.

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

Analysis: No additional lighting is proposed by the applicant.

Findings: Lighting is 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.

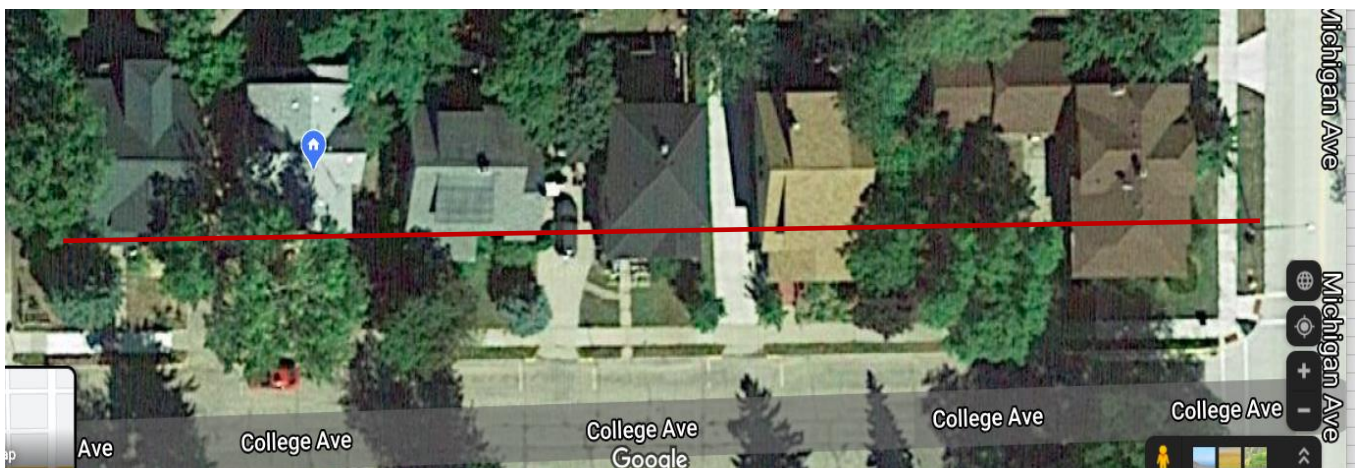
Findings: The use should not create excessive noise.

- 14) Principal - Applications for exclusive multifamily 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.

N/A

Based on the findings above staff would recommend approving the conditional use permit with the conditions outlined on page one. Keep in mind that recent 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 a standard above, a condition can be applied to the permit to address the concern and grant the permit.

Photos





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 ☐	Amend ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name		Contact Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name		Owner's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
Legal Description of Subject Property		
Designated Future Land Use Category		Current Use of Property
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)		

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)			
Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)			
Current Zoning Surrounding Subject Property			
North:		South:	
East:		West:	
Current Land Use Surrounding Subject Property			
North:		South:	
East:		West:	

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)	☐	
Building Elevations	☐	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☐	
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
<i>Lori Kunze</i>			



Thu 9/17/2020 4:18 PM

Lori Kunze <lorikunze@gmail.com>

2306 College conditional use application

To Cindy Nebel

Cc Adam Kuhn

Message

Pergola application final.docx (4 MB)

Kunze Conditional Use Permit.pdf (1 MB)

Phish Alert

+ Get more apps

Dear Alder Nebel,

Thank you for meeting with me and helping me sort through this application process. For your information, I am enclosing a copy of the information I am submitting today to the planning department. I understand it will be on the council's agenda for October, and hope to receive your continued support.

With kind regards and appreciation for your support,

Lori Kunze
2306 College Avenue
Stevens Point

We are the East Neighbors (Gary Olds + Mary K Kosloski) to Lori Kungz. We don't have any issues with Lori building a deck or pergola on the front of her home.

It makes the house and neighborhood look nicer. It doesn't block any view for us to back out of our driveway.

It's a very nice addition to her home

Thank you

Mary K. Kosloski

Gary Olds

Mary K Kosloski 9/15/20

Gary Olds 9/15/20

RESOLUTION

[SIGN VARIANCE – 1401 EAST AVENUE – CONSTRUCT ONE FREESTANDING SIGN]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **1401 East Avenue (Parcel ID 281240832103401)**, and described as ALL OF BLK 6 BOYINGTON & ATWELL ADD (EMERSON SCHOOL) BNG PRT SENE S32 T24 08 452/428-89;840475, City of Stevens Point, Portage County, Wisconsin, is hereby granted a sign variance to construct one freestanding sign that exceeds maximum size and height requirements, with the following conditions:

- 1) The sign shall be allowed to be up for no more than 36 months and shall remain in good condition and appearance.
- 2) The freestanding sign shall be set back at least five feet from the property line and shall not be illuminated.
- 3) The signs shall conform to all other applicable requirements within the sign ordinance.
- 4) Applicable building permits shall be obtained.
- 5) Minor modifications may be approved by staff.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 5, 2020
Adopted: October 19, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

Administrative Staff Report

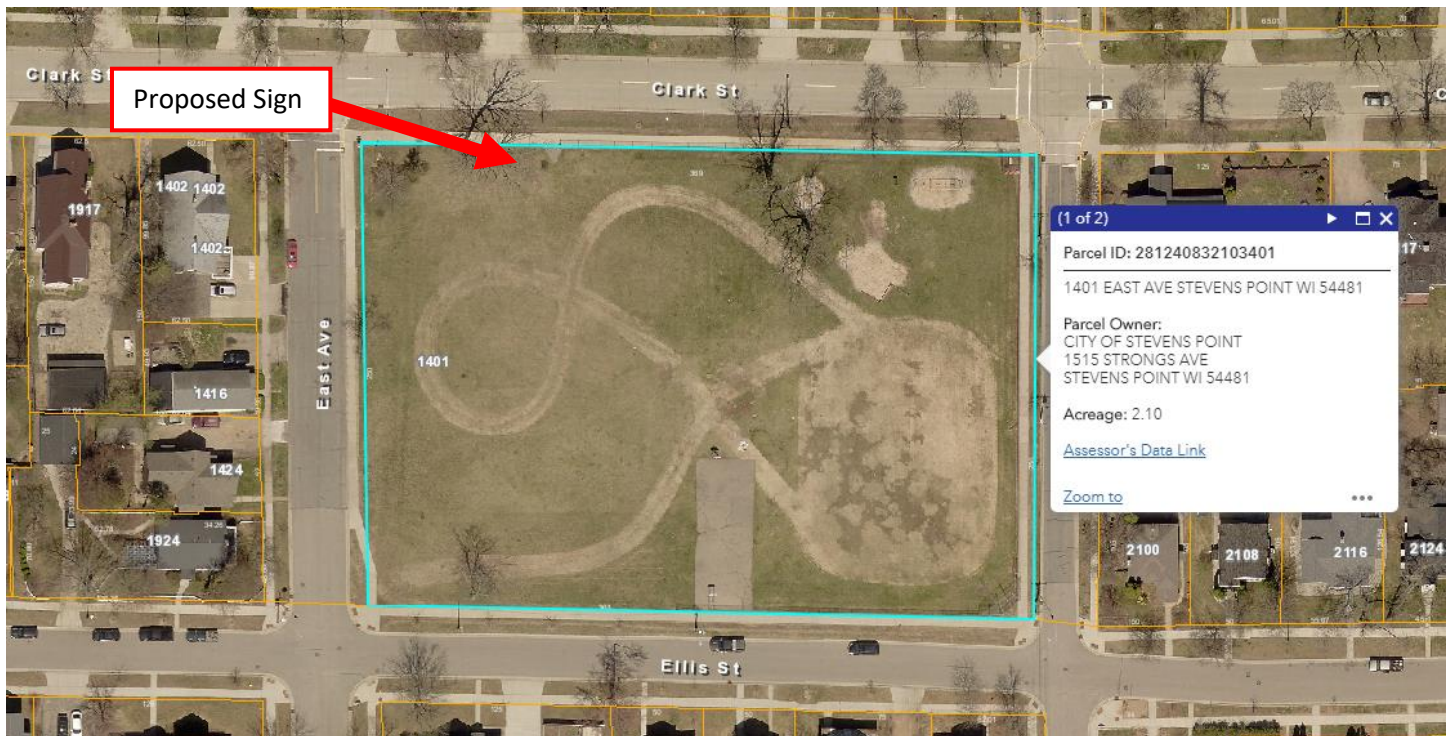
Sign Variance – Friends of Emerson Park 1401 East Avenue October 5, 2020



Department of Community Development

Applicant(s): - Friends of Emerson Park Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240832103401 Zone(s): "R-3" Single- and Two-Family Residential Master Plan: - Institutional/Government Council District: - District 3 Ald. Nebel Lot Information: - Actual Frontage: 1,232 ft - Effective Frontage: 1,232 ft - Effective Depth: 363 ft - Square Footage: 91,500 - Acreage: 2.101 Current Use: - Park Applicable Regulations: - Chapter 25	Request Request from the Friends of Emerson Park for a sign variance to construct a temporary freestanding sign that exceeds maximum size and height requirements at 1401 East Avenue (Parcel ID 281240832103401) Attachment(s) - Application - Site Plan - Sign Renderings Findings of Fact - The property is zoned "R-3" Single- and Two-Family Residential - The proposed request is to construct a temporary freestanding sign 32 square feet in size and 13' in height. - The R-3 zoning district allows signage no larger than the 20 square feet and taller than five feet. - Non-residential identification signs located in a lot zoned residential can be larger in size than signs used for residential purposes. - New signs are required to conform to the current requirements or obtain a sign variance. Staff Recommendation Approve the sign variance as proposed, subject to the following conditions: - The sign shall be allowed to be up for no more than 36 months and shall remain in good condition and appearance. - The freestanding sign shall be set back at least five feet from the property line and shall not be illuminated - The signs shall conform to all other applicable requirements within the sign ordinance. - Applicable building permits shall be obtained. - Minor modifications may be approved by staff.
--	---

Vicinity Map



Background

The Friends of Emerson Park is requesting a sign variance to construct a temporary freestanding sign at Emerson Park (1401 East Avenue). This temporary freestanding signage is intended to promote the financing campaign to raise funds for the Emerson Park redevelopment project. The project, in part, includes the construction of a new multi-purpose playground, pavilion and multi-use hard court. While the location of the proposed sign meets minimum setback requirements, the sign itself exceeds size and height requirements, thus triggering the sign variance request. Below are specific sign details and pertinent language within the City Sign Code.

Chapter 25, Uniform Sign Ordinance states the following relating to freestanding signs within the "R-5" Multiple-Family 2 Residence District:

Section 25.04 (5)

(5) SIGN REGULATIONS FOR THE "R-LD" "R-1," "R-2," and "R-3" RESIDENTIAL ZONING DISTRICTS

A. TOTAL NUMBER OF FREESTANDING SIGNS ALLOWED:

Residential Uses:

Either one non-illuminated free-standing or one non-illuminated wall sign may be displayed per parcel in the "R-LD" through "R-3" Residential Zoning Districts.

B. HEIGHT LIMITATIONS

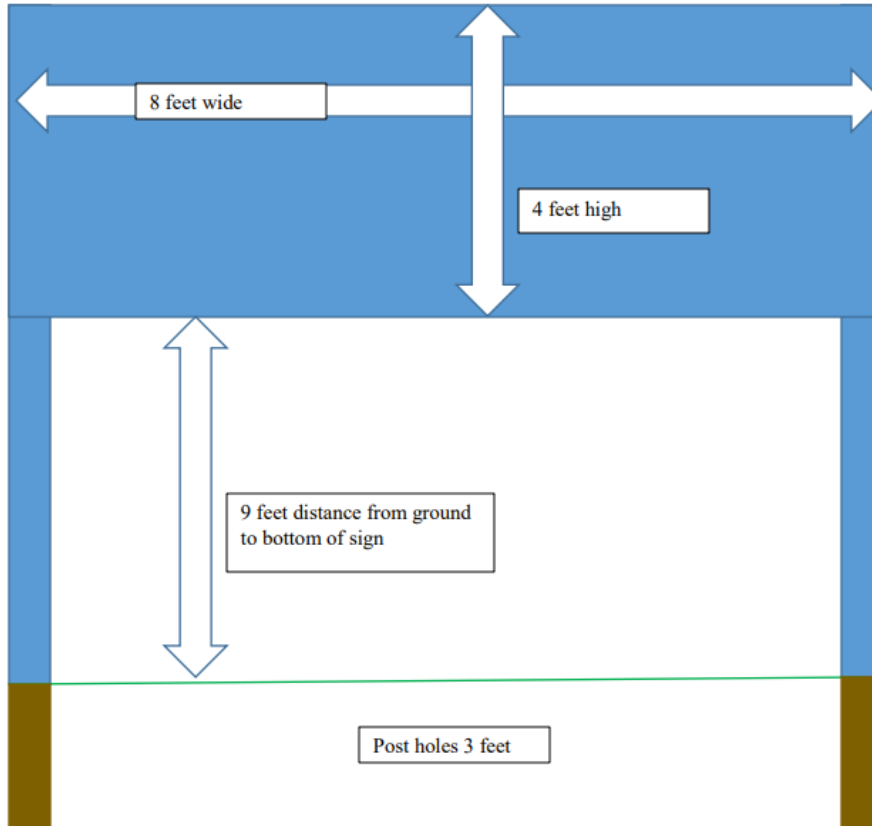
Freestanding signs shall be limited to eight feet in height.

E. REQUIREMENTS FOR NON-RESIDENTIAL IDENTIFICATION SIGNS

- One freestanding identification sign, not to exceed 20 square feet in area, is allowed for churches, schools, hospitals, sanitariums, clubs, libraries or similar public and institutional uses and one freestanding identification**

sign not to exceed 60 square feet in area is allowed for national and state armed services and national guard purposes. Such sign shall be for the purpose of displaying the name of the institution and its activities or services. Such sign may be illuminated, but not flashing.

Sign Details



Location: Along Clark Street
Sign Area: 8' x 4' (32 sq. ft.)
Height: 13'

Standards of Review

In obtaining a permit, the applicant may submit an appeal to the Common Council for a variance from certain requirements of this ordinance. The Plan Commission shall provide a recommendation to the Common Council when a variance is requested. A variance may be granted by the Common Council where the literal application of the ordinance would create a substantial hardship for the sign user and the following criteria are met:

- 1) A literal application of the ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.**

Analysis: In total, Emerson Park fronts four streets: Clark Street, Reserve Street, Ellis Street and East Avenue. The purpose of the temporary freestanding sign is to advertise the fundraising efforts to further improve the neighborhood park. Whereas potential locations for the sign are limitless, having the sign along Clark Street is preferred by the applicant due to its traffic volume and the likelihood that the sign will be readily seen. Given the sign size needed to explain why funds are need, while also making it seen by motorists and pedestrians along Clark Street, exceeding maximum size and height requirements are requested by the applicant. Additionally, the temporary nature of the sign (will be removed once the campaign is completed) and the lack of

illumination protects the surrounding neighborhood from any adverse nature of approving the larger and taller sign than what is typically allowed.

Findings: While the subject property is located along four street frontages, a temporary freestanding sign being located along Clark Street is proposed to better market the fundraising campaign. Given the need to properly display an informational sign to drivers and pedestrians, staff feels allowing the sign to exceed size and height restrictions would meet this standard. The conditions of the approval also provide additional protections to the City and the surrounding neighborhood.

2) The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.

Analysis: Surrounding uses are exclusively single- and two-family residential homes. The sign is not proposed to be illuminated.

Findings: As the sign is not illuminated, staff does not feel that the requested variance would be detrimental to the property owners in the vicinity. Additionally, although only a five feet setback is required, the applicant is proposing to place the sign not nearer than ten feet from the Clark Street Right-of-Way. Given the sign is larger and taller than what is allowed, having it set back further would reduce any negative impacts for motorists and pedestrians commuting along Clark Street.

3) Hardship caused the sign user under a literal interpretation of the ordinance is due to conditions unique to that property and does not apply generally to the city.

Analysis: The subject property resembled neighboring properties in terms of its zoning classification ("R-3" Single- and Two-Family Residential). However, the subject property is unique in terms of its size relative to neighboring lots. Difficulty exists when trying to not exceed the size and height requirements for R-3 zoned properties due to the applicant's need to adequately promote their fundraising campaign. On the other hand, property size is generally not a hindrance in allowing for creative sign designs to meet size and height requirements. Given the access restrictions to the site and the high traffic volume occurring along Clark Street, signage needs to alert commuters of the property location and the purpose of the fundraising campaign in general. The aforementioned situation may somewhat limit Emerson Park's marketability and visibility to commuters thereby creating a hardship. A larger and higher sign may assist in promoting the site.

Findings: The request is unique as the factors identified above are likely not seen as frequent elsewhere in the City. Furthermore, the ordinance referenced above was created to ensure signage not be too large or too high and generally not negatively impact surrounding properties. The sign is located along a collector street and can better improve the sign's visibility. Finally, the sign is temporary and will be removed after the campaign is completed.

4) The granting of the variance would not be contrary to the general objectives of this ordinance.

Analysis: The purpose of these sign regulations are: to encourage the effective use of signs as a means of communication in the City of Stevens Point ; to maintain and enhance the beauty and unique character and enhance the aesthetic environment of the city by eliminating visual blight; to enhance the city's ability to attract sources of economic development and growth; to protect pedestrians and motorists of the city from damage or injury caused or partially attributable to the distractions and obstructions which are hereby declared to be caused by improperly sized or situated signs; to minimize the possible adverse effect of signs on nearby public

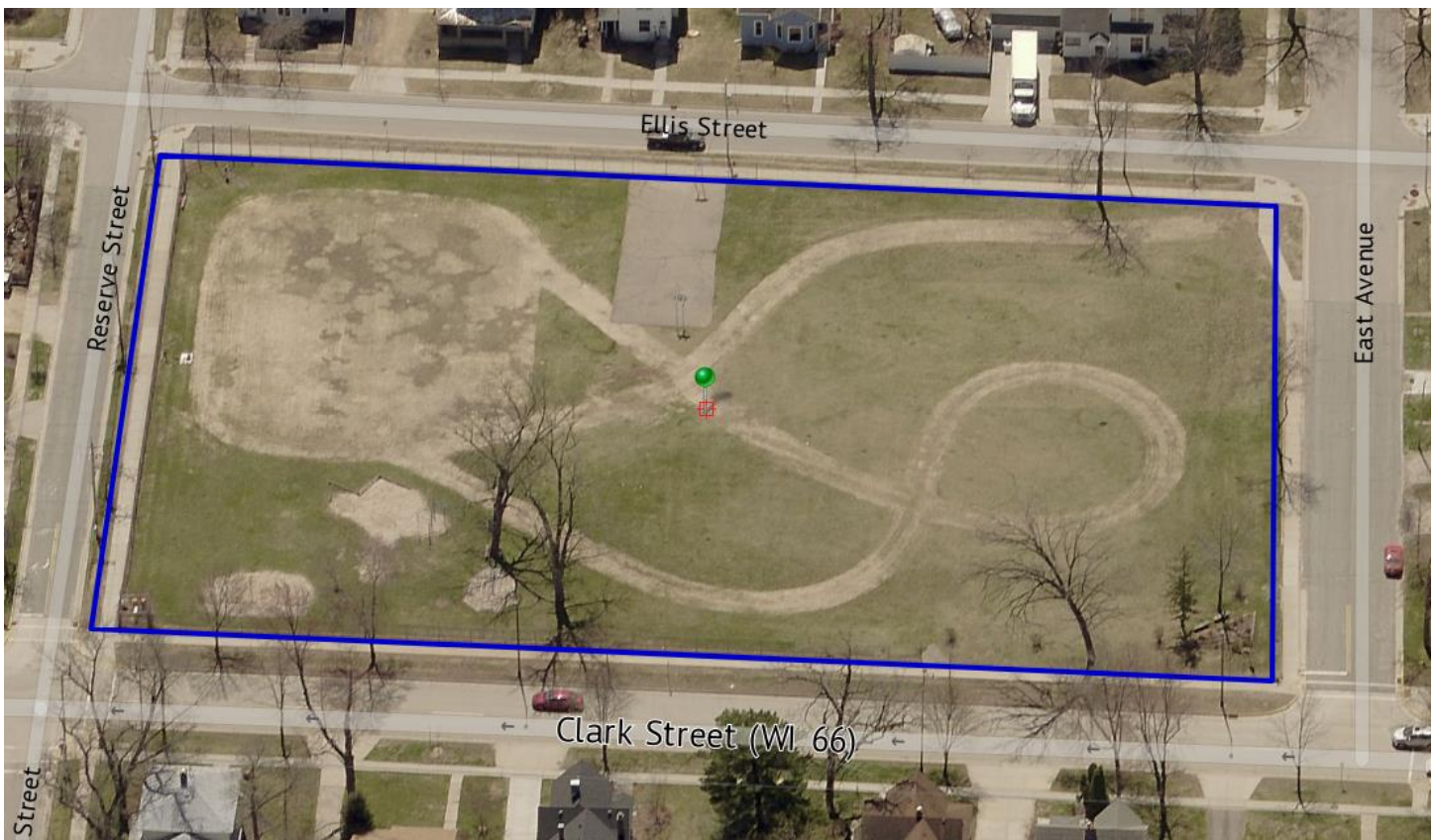
and private property; to promote the public safety, welfare and convenience, and enjoyment of travel and the free flow of traffic within the city; and to provide a uniform sign ordinance between the City of Stevens Point, Village of Plover and Portage County.

Findings: The proposed sign is in a location that best communicates the future developments to Emerson Park and its fundraising goal. Furthermore, the sign is not overly large and should not detract from the property or neighborhood. Similarly, the sign's size and height should assist in notifying commuters of the fundraising campaign. Lastly, given that the sign is expected to be placed up to 30 months (the duration of the fundraising campaign) and not be located on the site for multiple years, the short-term nature of the sign promotes the idea of it not negatively impacting the character of the neighborhood. Based on the findings above and discussed in previous analysis, the granting of the variance should not be contrary to the general objectives of the City Sign Code.

In granting a variance, the Plan Commission may attach additional requirements necessary to carry out the spirit and purpose of this ordinance in the public interest.

When taking into consideration the above findings regarding the sign variance, staff would recommend approving the sign variance to construct a freestanding sign that exceeds maximum size and height requirements, subject to the conditions outlined on page one of the staff report.

Photos





APPLICATION FOR A SIGN VARIANCE

(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				Sign Variance (check all that apply)	Height ☐	Size ☐	Quantity ☐ Other ☐

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Friends of Emerson Park	Contact Name	Ginger Keymar
Address		Address	1816 Lincoln Avenue
City, State, Zip		City, State, Zip	Stevens Point, WI 54481
Telephone		Telephone	715 869 0443
Fax		Fax	
Email		Email	ginger.renee@gmail.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	City of Stevens Point	Owner's Name	
Address	1401 East Ave (1515 Strongs Ave)	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715 346 1531	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
281240832103401		
Legal Description of Subject Property		
All of BLK 6 Boyington & Atwell ADD (Emerson School) BUG PRT SENE S32 T24 08 452/428-89; 840475		
Current Use of Property		Current Zoning of Property
Park		
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		
Adhering to the sign ordinance would not allow The Friends of Emerson Park to call visible attention to the Capital Campaign and planned improvements for Emerson Park for motorists and community members passing by. The Variance Request is for a temporary sign.		

Would the granting of the variance be materially detrimental to the property owners in the vicinity? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

Granting the Request will be a positive to the property owners in the vicinity as the improvements to Emerson Park will provide an upgraded Recreation area to the neighborhood. Homes near Parks are worth more money and sell faster which will be an economic advantage to property owners in the area. Additionally, this sign will keep adjoining neighbors informed of the project.

Does the property have unique property characteristics that cause a hardship to the sign user under a literal interpretation of the Sign Ordinance? If yes, please describe the unique property characteristics. (Use additional pages if necessary)

Please see attached plans.

Would the granting of this variance be contrary to the general objectives of the Sign Ordinance? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

Granting this Variance would not be contrary to the general objectives of the sign ordinance as this sign is a community Fundraiser sign which will inform the public, call attention to a community project and will only be temporarily installed. Once construction begins the sign will be removed.

Current Zoning Surrounding Subject Property

North:	R3 Single & two Family	South:	R3 Single & two Family
East:	R3 Single & two Family	West:	R3 Single & two Family

Current Land Use Surrounding Subject Property

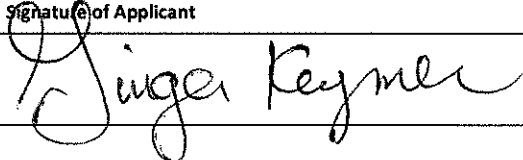
North:	Residential	South:	Residential
East:	Residential	West:	Residential

EXHIBITS

Letter to District Alderperson	☒	Additional Exhibits If Any:
Map / Site Plan (designating location of the sign(s))	☒	
Sign Rendering(s) (includes sign dimensions, size & graphics)	☒	

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
			

From: [Dan Kremer](#)
To: [District 3](#)
Cc: [Adam Kuhn](#); [Ginger Keymer](#)
Subject: Zoning Variance Request Letter
Date: Wednesday, September 23, 2020 8:10:07 AM
Attachments: [Zoning variance request-Friends of Emerson Park.docx](#)

Good Morning Alder Nebel,

Per the requirement for a sign variance, I am sending you the attached request letter. I have requested this be placed on the plan commission agenda for October.

Thank you

Dan Kremer
Director of Parks, Recreation and Forestry
2442 Sims Ave.
Stevens Point, WI 54481
715-346-1531

Web Site: StevensPoint.com
Like the City of Stevens Point on [Facebook!](#)
Follow us on [Twitter!](#)

Friends of Emerson Park
Stevens Point, WI 54481
friendsofemersonpark@gmail.com



September 22, 2020

Ryan Kernosky
Director-Community & Economic Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Dear Director Kernosky:

The Friends of Emerson Park are requesting, by way of this letter and its attachments, a zoning variance for the placement of a sign announcing the master project plan for Emerson Park, as approved by the City of Stevens Point Park Commission and Common Council. The variance is requested because the sign exceeds current zoning requirements. The sign will be 4ft high x 8ft wide, mounted on 16-ft 4x4s, stand approximately 13 feet high and will be no closer than 10 feet from the street right of way. This temporary sign is necessary to aid our fundraising campaign and spread awareness to park visitors, commuters, and community residents of the Emerson Park Revitalization Project. It is expected the sign will be in place for up to 30 months, unless it is damaged or weathered to the point it is unsightly.

It is the hope of the Friends of Emerson Park Board of Directors that this request will be considered at the October 5, 2020 meeting of the Plan Commission. Representatives of the Board will be in attendance at that meeting to take any questions the Commission may have.

Thank you for your time and consideration,

Friends of Emerson Park Board

Co-chairs: Ginger Keymer & Danielle Weaver

Treasurer: Meleesa Johnson

At-large members: Trish Baker, Mike Bialas, Mike O'Meara, Cindy Nebel, Garrett Ryan,
Ann & Rick Whipp



RESOLUTION

[FUTURE LAND USE AMENDMENT – 1300 MARIA DRIVE – CHANGE FROM INSTITUTIONAL/GOVERNMENTAL TO COMMERCIAL/OFFICE/MULTI- FAMILY]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **1300 Maria Drive (Parcel ID 281240829240034)**, and described as LOT 3 CSM#3356-12- 14 BNG PRT NE NW,SW NE & SE NW S29 T24 R8 90/331 176/137 223/255 341/626, City of Stevens Point, Portage County, Wisconsin, is hereby granted a future land use amendment of the subject property from Institutional/Governmental to Commercial/Office/Multi-Family.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 19, 2020
Adopted: October 19, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[REZONE APPLICATION – 1300 MARIA DRIVE – REZONE FROM “R-2” SINGLE FAMILY RESIDENTIAL TO “PD” PLANNED DEVELOPMENT]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **1300 Maria Drive (Parcel ID 281240829240034)**, and described as LOT 3 CSM#3356-12- 14 BNG PRT NE NW,SW NE & SE NW S29 T24 R8 90/331 176/137 223/255 341/626, City of Stevens Point, Portage County, Wisconsin, is hereby granted a rezone of the subject property from “R-2” Single Family Residential to “PD” Planned Development with the following conditions:

- 1) Staff shall have the authority to approve minor modifications to the approved plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 19, 2020
Adopted: October 19, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – 1300 MARIA DRIVE – CONSTRUCT MORE THAN ONE PRINCIPAL STRUCTURE ON A PARCEL]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **1300 Maria Drive (Parcel ID 281240829240034)**, and described as LOT 3 CSM#3356-12- 14 BNG PRT NE NW,SW NE & SE NW S29 T24 R8 90/331 176/137 223/255 341/626, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to construct more than one principal structure on one parcel, with the following conditions:

- 1) Developer and City must enter into a development agreement, failure to do so will void this Conditional Use Permit.
- 2) Pedestrian and bicycle accommodations shall be provided on site that is consistent with the City's Zoning Code, to be reviewed and approved by staff.
- 3) The applicant shall provide additional information on the size and material of water, sanitary and stormwater pipes, subject to the review and approval of Utilities Department staff.
- 4) The developer shall enter into an access and utility easement agreement with the City to provide utility connections to the parcel consistent with fire and utility requirements.
- 5) A stormwater plan shall be reviewed by the Public Utilities Department.
- 6) Fire hydrants shall be installed on the property, meeting applicable fire code standards.
- 7) The applicant shall include a temporary turn-around area for the westernmost townhome building or provide a schematic of the proposed traffic circle as proposed in future development phases, meeting applicable fire code standards.
- 8) Any additional parking requested from the applicant would require a site plan review, to be reviewed by the Plan Commission.
- 9) The applicant shall work with staff in meeting the required minimum number of ADA parking stalls and future parking stalls for the community service tenant.
- 10) Staff shall have the authority to approve minor changes to the site plan.
- 11) All applicable building permits shall be applied for and obtained prior to commencement of construction.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: October 19, 2020
Adopted: October 19, 2020

Drafted by: Adam Kuhn
Return to: City Clerk

Administrative Staff Report

Comprehensive Plan Future Land Use Amendment & Rezoning Request – 1300 Maria Drive “R-2” Single Family Residence District to “PD” Planned Development District October 19, 2020



Department of Community
Development

Applicant(s): - Sig Strautmanis, representing General Capital Group Staff: - Ryan Kernosky, Director rkernosky@stevenspoint.com - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240829240034 Zone(s): “R-2” Single Family Residence District Master Plan: - Institutional / Government Council District: - District 11 Ald. Morrow Lot Information: - Frontage: 1,131.04 ft. - Depth: 516.73 ft. - Lot Size: 756,202 sq. ft. (17.360 ac.) Current Use: - Institutional Applicable Regulations:	Request - Public Hearing and action on a request from Sig Strautmanis, representing General Capital Group, to amend the City of Stevens Point Comprehensive Plan Future Land Use Map for the purposes of amending the future land use designation from Institutional/Government to Commercial/Office/Multi-Family at 1300 Maria Drive (Parcel ID 281240829240034). This property is zoned R-2 Single Family Residence District and is described as LOT 3 CSM#3356-12- 14 BNG PRT NE NW,SW NE & SE NW S29 T24 R8 90/331 176/137 223/255 341/626, City of Stevens Point, Portage County, Wisconsin. - Public Hearing and action on a request from Sig Strautmanis, representing General Capital Group, to rezone 1300 Maria Drive (Parcel ID 281240829240034) from “R-2” Single Family Residence District to “PD” Planned Development District. This property is zoned R-2 Single Family Residence District and is described as LOT 3 CSM#3356-12- 14 BNG PRT NE NW,SW NE & SE NW S29 T24 R8 90/331 176/137 223/255 341/626, City of Stevens Point, Portage County, Wisconsin. Attachment(s) - Application - Plans Findings of Fact - A residential multiple-family development within multiple buildings is being proposed on the property which includes the creation of 102 total housing units. - The convent building is proposed to have 85 housing units. 17 townhome units, proposed to be constructed north of the existing convent property, are included in the Phase I development plan. - A 19,530 square feet community serving facility will be located in the former chapel and associated spaces, as typically required in a tax-credit deal. - The existing 2005 City Comprehensive Plan Future Land Use Map identifies this property as “Government/Institutional.” In order for
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- 23.02(1)(d)
- 23.02(4)(b)

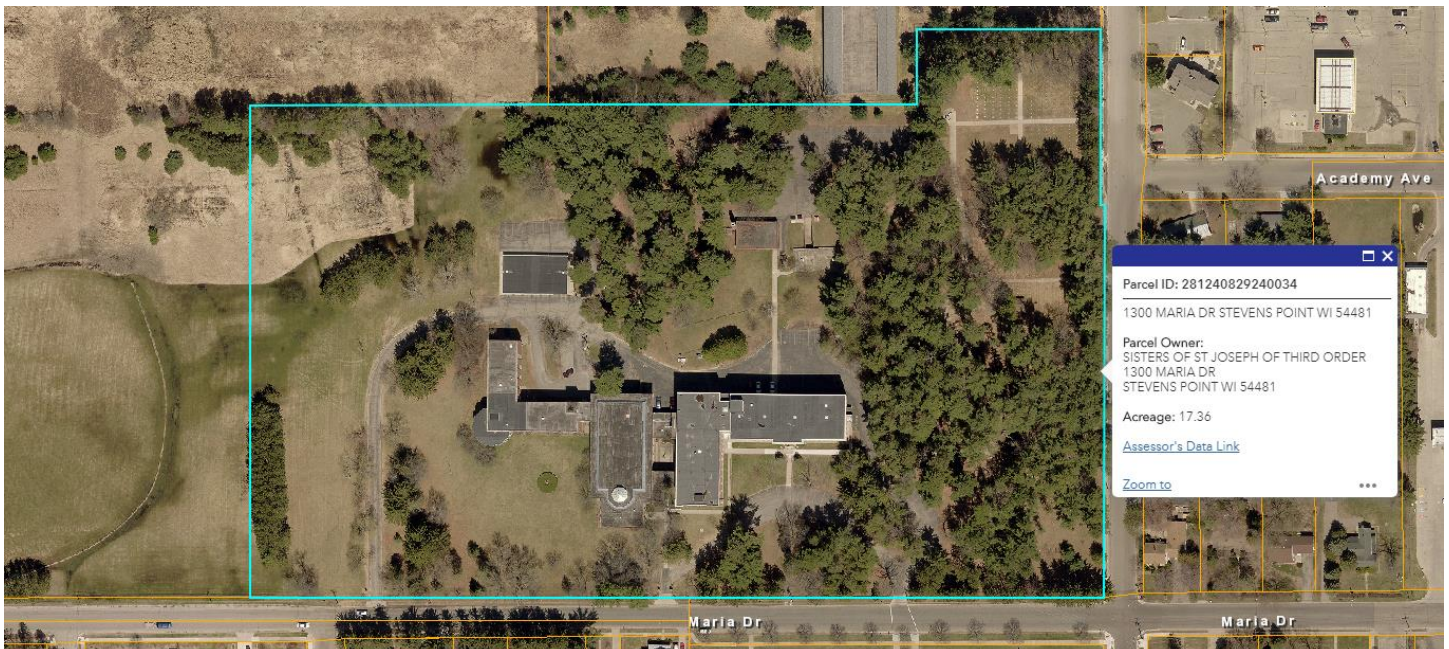
the property to be developed consistent with the Future Land Use Map, an amendment to from “Government/Institutional” to “Commercial/Office/Multi-Family is required to properly facilitate the proposed land use and proposed zoning.

- 4) The property is currently zoned “R-2” Single-Family Residential District. Multiple-family dwellings are not a permitted nor conditional use in the “R-2” zoning district.
- 5) A rezoning to “PD” would allow for increased flexibility for the development of the property as it relates to density, setbacks, building heights, parking, size, access, etc.
- 6) Future development phases, expected to be west of the existing property, are excluded from this proposed planned development district and will have to be brought back to the Commission and Council for future consideration.

Staff Recommendation

1. Approve the future land use designation of 1300 Maria Drive from Institutional/Government to Commercial/Office/Multi-Family within the City’s Comprehensive Plan.
2. Approve the rezoning request for 1300 Maria Drive from “R-2” Single-Family Residence District to “PD” Planned Development District, along with the proposed site plan, and requested deviations subject to the following conditions:
 - a. Staff shall have the authority to approve minor modifications to the approved plan.

Vicinity Map



Background

Comprehensive Plan Amendment: General Capital Group is proposing to create a total of 102 residential housing units across four buildings within the subject property. The project involves the construction of three buildings housing a total of 17 townhome units and the repurposing of the convent building to house 85 affordable housing units. The proposed development also includes a 19,530 square foot community serving facility, and associated office space. In order for the redevelopment to occur, the City's Comprehensive Plan Future Land Use Map would need to be amended from "Government/Institutional" to "Commercial/Office/Multiple-Family" in order to facilitate the redevelopment of the subject property. Planning staff has reviewed this request with Section 9.3(B) [outlining the plan amendment procedures for the 2005 Comprehensive Plan] to ensure amendment consistency with the approved City Comprehensive Plan. Those considerations are outlined through this planning document.

At the time of the creation of the 2005 Comprehensive Plan, the convent was still be utilized as a convent and assisted care facility for elderly sisters. Over time, the use of the property has changed and the future use of the property will not remain institutional/government. Arguably, the historic convent use of the property was one similar in nature to a multiple-family development, and therefore staff believes that a Comprehensive Plan Amendment will have minimal impact on the surrounding neighborhoods.

Rezoning from R-2 to PD: The existing zoning of the subject property is "R-2" Single-Family Residential. The "R-2" district was established to provide the population density and use primarily for single family living, which is expected to accommodate the numerous residential developments already at the density of this district, and this district would accommodate other housing not on City sewer¹. The proposed zoning, "PD" Planned Development District, is a zoning district that allows for deviation from the standards of this zoning ordinance in exchange for higher quality development². The proposed redevelopment of the property is not only multi-family, but also extremely unique with the adaptive reuse of the existing building and the construction of the townhomes coupled with the minimal impact on the existing cemetery and the mature tree stand that has been well-protected over the last several generations. Therefore, staff firmly believes that the use of a planned development district is consistent with the proposed use of the property and of the comprehensive plan:

Section 8.4, Goal B:

Compact and Contiguous Growth. Accommodate new development on the City's fringe in areas relatively contiguous to existing developed areas that allow efficient extension of public services and roads and have minimal impact to sensitive environmental resources. This goal may be modified as needed to take advantage of opportunities to develop land that is near the City but not necessarily contiguous. Certain owners who are contiguous may not be ready to develop their lands due to financial or life decisions. When owners within the City growth area are prepared to develop their properties, the City should not be forced to wait for contiguous owners to make land available for expansion.

Objective B2: The City should remain receptive to new or innovative ideas for quality residential, commercial, and industrial development within the City. **It should provide flexible codes which would allow Planned Development Districts (PDD's), Traditional Neighborhood Development, a variety of lot sizes, mixed zoning patterns, cluster housing, conservation subdivisions, and other**

¹ City Zoning Code, Ch. 23.02(d)

² City Zoning Code, Ch. 23.02(4)(b)

techniques to provide for affordable, neighborhood-centered designs that are environmentally sensitive to their site.

Other Considerations: The subject property includes two existing cemeteries, a religious grotto, and a stand of mature and healthy white pine trees. The proposed development plan does not impact the existing cemeteries, and are expected to remain at this time and maintained by the Sisters. The existing grotto is likely to be removed, as the area around it is likely to become a public park space.

The remaining convent-owned land to the west of the proposed property will be included in future development phases. However, given the timeline on future development, staff felt it was in the best interest to leave this property under one of the more restrictive land uses in the event the developer changes or other development plans present themselves.

Although the proposed development is contingent upon the developer receiving tax-credits for the repurposing and redevelopment of the property, staff believes that the rezoning should occur with or without this development. This will assist in further protecting the future use of the convent and will require any proposal to be reviewed by the City and the appropriate committees/Council.

Comprehensive Plan Amendment Review Standards

Section 9.3(B)(4) [pages 181-183] of the City's 2005 Comprehensive Plan outlines the standards and considerations for plan amendments within the future land use map.

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

Analysis: The subject property is designated as institutional/government on the Future Land Use Map.

Findings: Although the future land use plan is one of the most important pieces of the City's Comprehensive Plan, it is not the only part of the plan that needs to be taken into consideration. By amending the Future Land Use Map to allow for a medium density redevelopment and reuse, you're providing additional affordable housing and diversifying the existing housing stock. Additionally, this property is bound by Maria Drive, Second St N, and Prentice St N, of which all include existing infrastructure (sewer, water, and storm sewer). This property is considered part of the City's infill property, primed for additional residential development.

The subject property includes areas of environmental sensitivity (wetlands) and a mature tree stand. The proposed development takes those into consideration and will be developed properly, with minimal impact on those environmentally sensitive areas.

The following goals of the City's Comprehensive Plan are outlined below. Staff believes the proposed future land use amendment is appropriate and consistent with the internal workings of the comprehensive plan.

Chapter 2 – Housing Element

Goal A – Allow for an adequate supply of housing to meet the needs of all citizens; a diverse housing stock exists across income levels and within neighborhoods.

Objective A1 – Planning policies and development regulations should be flexible, and not impose unnecessarily rigid or strict residential environments, allowing for variation in housing type and density, and in the socio-economic composition of neighborhoods in all sections of the city.

Policy A1.3 – Residential growth should be clustered, where appropriate, within walking or biking distance of everyday necessities, incorporate green space and other natural resources into its design, contain a diverse housing stock, be located near services, and less reliant on the automobile.

Objective A2 – Infilling and Avoidance of Sprawl - To plan for and advocate the development and/or redevelopment of close-in parcels of land having some or all existing City services as a means of bringing available City lands on the market for residential expansion. As a general rule these lands will be less costly to develop than the extension of services to fringe lands.

Policy A2.3 – Develop housing close to places of employment.

Policy A2.4 – Reemphasize residential development at downtown locations in conjunction with retail and commercial development.

Chapter 8 – Land Use Element

Goal A – Provide a balance of land uses to serve existing and future residents of the City, as well as non-residents, that allows for a strong economy and maintains the high quality of life that Stevens Point residents currently enjoy.

Objective A1 – Minimize conflicts between adjacent land uses. Encourage re-development and new development that is consistent and compatible with surrounding areas in buildable vacant areas of the City and areas that may be annexed to the City.

Goal B - Compact and Contiguous Growth. Accommodate new development on the City's fringe in areas relatively contiguous to existing developed areas that allow efficient extension of public services and roads and have minimal impact to sensitive environmental resources. This goal may be modified as needed to take advantage of opportunities to develop land that is near the City but not necessarily contiguous. Certain owners who are contiguous may not be ready to develop their lands due to financial or life decisions. When owners within the City growth area are prepared to develop their properties, the City should not be forced to wait for contiguous owners to make land available for expansion.

Objective B2 - The City should remain receptive to new or innovative ideas for quality residential, commercial, and industrial development within the City. It should provide flexible codes which would allow Planned Development Districts (PDD's), Traditional Neighborhood Development, a variety of lot sizes, mixed zoning patterns, cluster housing, conservation subdivisions, and other techniques to provide for affordable, neighborhood-centered designs that are environmentally sensitive to their site.

Goal F - Environmental Protection. The City enjoys a diverse natural environment. It is a goal of the City to preserve these assets and to prevent harm to public resources through zoning, acquisition, implementation of the Stevens Point Park Plan, and development regulations. Resources include the aquifer City residents rely upon for drinking water, surface waters of the Plover and Wisconsin Rivers, Moses Creek, wetlands, floodplains, and forested areas.

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

Analysis: The proposed amendment from "Institutional/Government" to "Commercial/Office/Multi-Family" provides additional land uses that have historically not been allowed on the subject property. The proposed

amendment provides the pathway for future redevelopment of the existing property to be more focused on residential development, and not as an “Institutional/Government” future land use.

Findings: The amendment is consistent with the surrounding land uses. The historic use of the property has been, arguably, more multi-family based and assisted living for elderly sisters. The current future land use is more restrictive in nature, and is defined as below:

Section 8.6(B)(G): Institutional and Government land uses include the City’s municipally-owned properties, County-owned properties, private institutions (County/City Building, fire departments, library, wastewater treatment plant, water tower, well fields, schools, churches and synagogues, cemeteries, etc.).

The multiple-family use of the property would provide more future uses outside of the restrictions placed above.

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

Analysis: The property exists on the fringe of both residential and commercial/office uses, with commercial uses located to the east and residential uses located to north, south and west. As the subject property is on the periphery of land uses with different intensities, the development pattern surrounding the property does differ. Single-family residential properties average 75-100 feet in width and roughly 175-225 feet in depth. In contrast, the multi-family residential property to the north is significantly larger in both width and depth. The subject property is proposed to be developed into primarily multi-family residential use.

Findings: The property is unique due to its large size relative to neighboring single-family homes, although relatively similar in size to nearby multi-family properties. As outlined above, the historic use of this property has been one of multiple-family and institutional. A change in the subject property to a commercial/office/multi-family residential future land use category would be more appropriate for the site given its location and adjacent uses. As such, the similar intensity of residential uses as nearby properties would not pose an adverse impact on adjacent land/land uses and further define a buffered region between the higher intensity land uses to the north and east with the lower intensity land uses to the south and west.

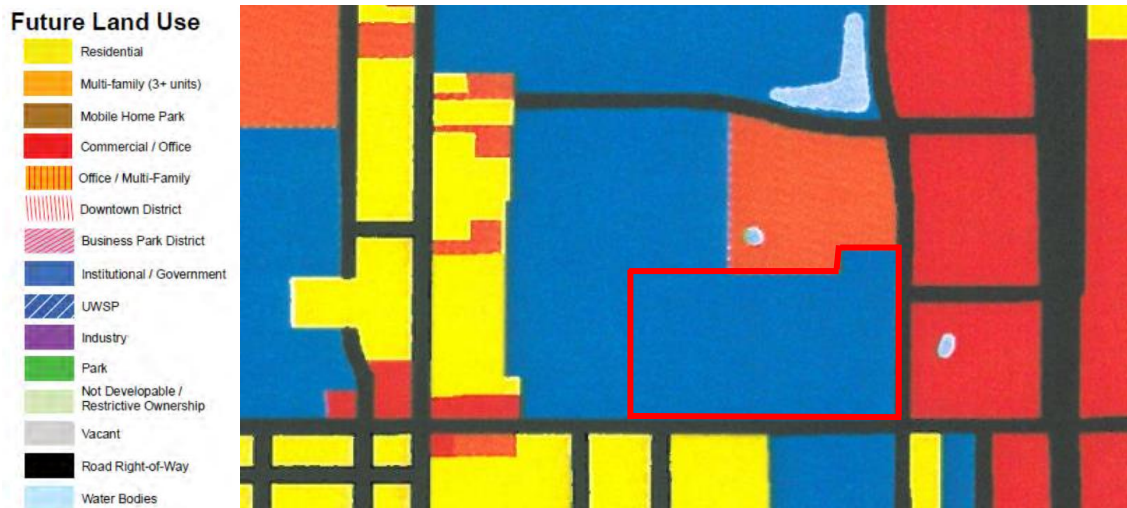
4. The amendment shall not create an adverse impact on public facilities and services.

Analysis: Utilities exist within the right-of-way to serve the proposed development. Existing utility connections will serve the convent building. The Public Utilities Department has indicated that utilities can serve the development. New sanitary sewer and water mains will serve the townhomes from Prentice Street and ultimately tie into new public streets to the west of the subject property. Stormwater management for new impervious surfaces will be handled through the placement of new roadway storm water infrastructure, vegetated bioswales, and rain gardens.

It should be noted that the redevelopment of this property will add additional units overtime, and may stress vehicular and bicycle uses on Maria Street (Maria Street serves as a neighborhood collector street). There are long-term plans on reconstructing Maria Street to handle any additional traffic and pedestrians if necessary.

Findings: The proposed amendment should not create an adverse impact on public facilities and services. Given the previous land use intensity that took place on the property, the addition of three townhome buildings are unlikely to require significant public facility resources to operate and maintain.

Below is a future land use map of the general area to provide additional guidance to the Commissioners when considering the proposed amendment:



The table below outlines the surrounding zoning and existing land uses:

Direction	Zoning	Uses	Future Land Use Designation
North	"R-4" Multiple Family I Residential	Multi-Family Residential	Multi-Family (3+ units)
	"R-2" Single Family Residential	Vacant/Open Space	Institutional/Government
South	"R-2" Single Family Residential	Single-Family Residential	Residential
	"R-3" Single- and Two-Family Residential	School	Institutional/Government
East	"R-2" Single Family Residential	Single-Family Residential	Commercial/Office
	"B-4" Commercial	Business	
West	"R-2" Single Family Residential	Vacant/Open Space	Institutional/Government

When taking into consideration the above findings, staff has concluded that the amendment is within the public interest. Allowing multi-family residential uses on the Future Land Use Map is a fitting designation as it is consistent with nearby classifications and uses. Furthermore, the current land use designation of institutional/government was likely placed on the property because the existing use at the time the Comprehensive Plan was created was institutional. It is logical that the subject property would develop as multi-family residential given the larger lot size and its location to several amenities (e.g., parks, trails, Business 51 corridor, etc.). Upon review, staff has identified that the above criteria has been met and would recommend changing the future land use designation of 1300 Maria Drive from Institutional/Government to Commercial/Office/Multi-Family within the City's Comprehensive Plan.

Planned Development Rezoning

1. The proposed planned development is consistent with the pertinent elements of the City of Stevens Point Comprehensive Plan and any other adopted plans.

Analysis: As outlined by staff on page 6 of this staff report, staff believes the proposed planned development is consistent with the City's Comprehensive Plan.

Findings: Should the Comprehensive Plan amendment occur as proposed and recommended above, the rezoning to "PD" and the proposed uses on the subject property would be consistent with the plan.

2. The proposed planned development is consistent with the standards and uses of the context area within which it is located.

Analysis: The convent was constructed in 1901 and in 1915 had a major west wing constructed. In 1965, the existing chapel and “Maria Center” (assisted living) were constructed. The proposed adaptive reuse of the convent building will not add any additional square footage to the convent structure. The building is setback from all property lines as to not interfere or create any non-conformities if the property were to be rezoned in the future. The two northern 6-unit townhomes are proposed to be ~17’ from the rear property line, which exceeds the minimum 15’ setback required in the R-2 zoning district. The site includes several vehicular parking stalls, strategically placed throughout the property as to prevent a large parking lot.

The site is well landscaped with mature trees and extensive buffering throughout the property.

The site is of higher density than other R-2 zoning properties. Under the R-2 zoning, one single-family unit per 8,000 sf is the minimum lot area required. If we utilized this formula, the developer would only be able to provide 50 units of single-family homes. Within the “R-4, Multiple-Family I” Zoning District, ground-floor units are required to have 4,100 sf of land area plus 100 sf for each bedroom in each unit, and above-ground-floor units are required to have 3,300 sf of land area plus 100 sf for each bedroom in each unit. The table below breaks down the density:

Convent 1 st Floor	Convent 2 nd Floor	Convent 3 rd Floor	Convent 4 th Floor	Townhomes
21 Units = 86,100 sf	24 Units = 79,200 sf	24 Units = 79,200 sf	16 Units = 52,800 sf	17 Units = 69,700 sf
16 1BR = 1600 sf	18 1BR = 1800 sf	17 1BR = 1700 sf	9 1BR = 900 sf	0 1BR = 0 sf
5 2BR = 1000 sf	6 2BR = 1200 sf	7 2BR = 1400 sf	7 2BR = 1400 sf	17 2BR = 3,400 sf
Total Floor: 88,700 sf	Total Floor: 82,200 sf	Total Floor: 82,300 sf	Total Floor: 55,100 sf	Total Floor: 73,100 sf
TOTAL ALL FLOORS/UNITS: <u>381,400sf</u> Required if R-4 Density Restrictions are implemented				

The area impacted is identified at 9.19 acres, which translates to 400,316 sf total. The density of this development is lesser than what would typically be allowed in our multiple-family properties.

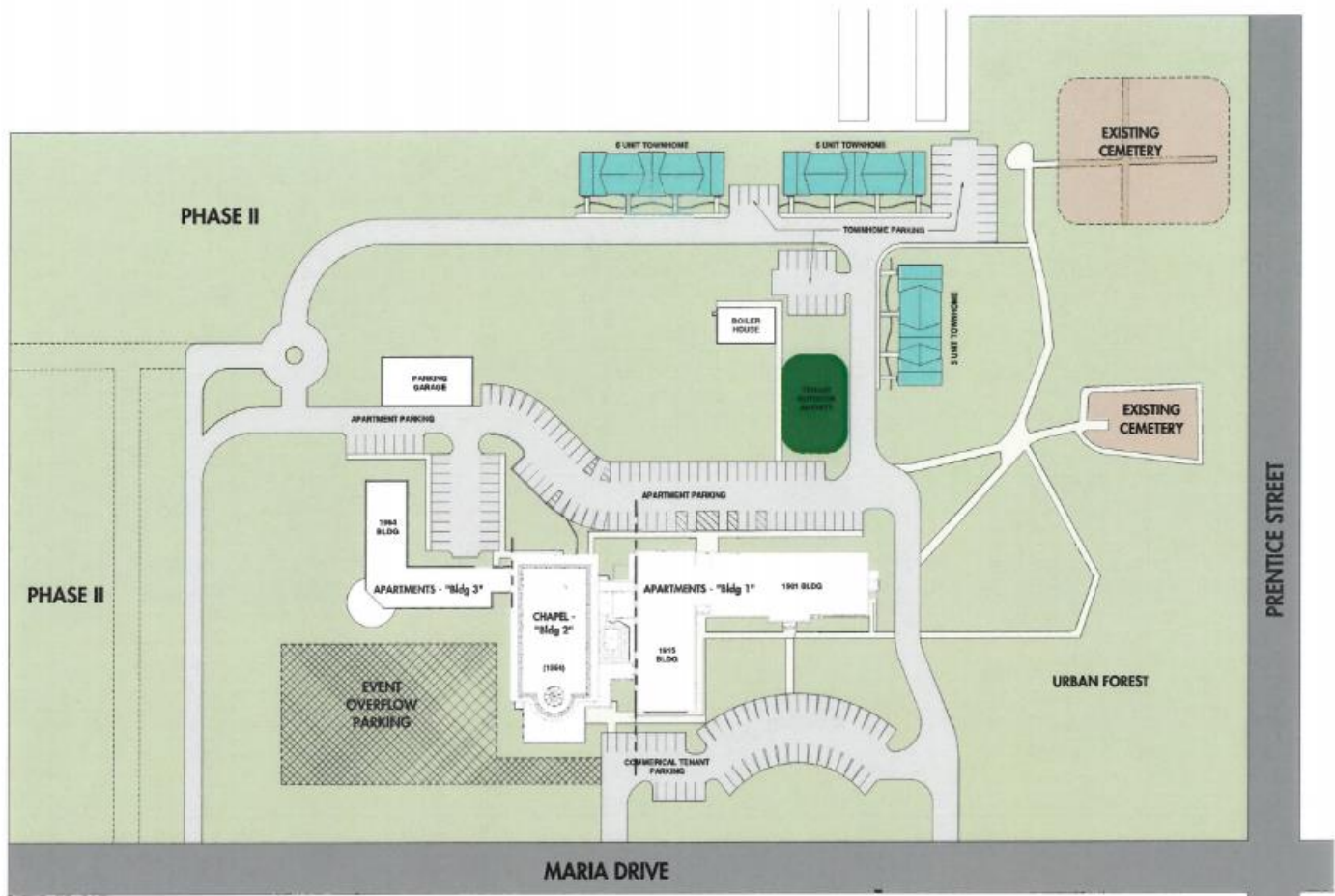
Findings: Although a higher density of residential units, this property is still less dense as those similar properties to the north of the subject site. Given all the information provided above, staff believes that this standard is met.

3. The proposed planned development meets the requirements of this zoning ordinance.

Analysis: Adaptive reuse of historic properties and the construction of new housing on the same site allows a unique opportunity to provide additional affordable housing to residents of the City while properly expanding our tax base. Multiple-Family dwellings are an allowed use on this property, provide that the comprehensive plan amendment is approved. The proposed structures meet the underlying zoning, or are able to meet the minimum requirements of a zoning code that this property could fall under (as it relates to density). The existing structure, although historic, meets all underlying zoning requirements of the City Zoning code.

The proposed development includes 161 parking stalls, which is slightly below what is required (163 total). This site is adjacent to a transit stop (Prentice & Maria), and therefore staff applied the 15% reduction rule, bringing the required total to 139 stalls. It should be noted that no specific bicycle parking is shown on the site plan, but will be a requirement for the conditional use permit/site plan approval.

Findings: Staff believes that this standard is met.



4. The proposed planned development will reinforce the existing or planned character of the neighborhood.

Analysis: The subject property proposes repurposing the existing convent building to house 85 affordable housing units, a community serving facility, tenant storage units and office space. Additionally, three additional dwelling structures are proposed to contain 17 townhome units. The four principal buildings will have access to Maria Drive via private driveways. The proposed transportation infrastructure will also serve as a catalyst for future phased development.

Findings: The frontage, depth and access for the proposed development is consistent with nearby properties zoned for multi-family use.

5. The site is appropriate for the development allowed in the proposed planned development.

Analysis: The proposed development will impact 9.19 acres of the 17 acres this property encompasses. As outlined throughout this staff report, the historic use is one of a multi-family use and assisted living use. The proposed development is likely to enhance the surrounding neighborhood by adding human-scaled townhouse development and repurposing the existing convent. Repurposing the existing convent will prevent the property from becoming blighted, causing future neighborhood disruptions in the future. The proposed development also includes a planned “Urban Forest” park, which will assist with the City’s park planning efforts. Finally, the cemeteries that are on the site are likely to remain at this time, which is a low-impact land use.

Findings: As outlined throughout this report, the site is a prime candidate for additional housing and the reuse of the historic convent. Repurposing the convent structure and having townhome units maximizes density on the property and meets market demand for housing units in the City. Additionally, the property’s location to the

downtown, the Business 51 corridor, parks, the University, and other community assets are desirable to potential residents. As such, staff believes that the Planned Development District is compatible with adjacent land uses and is appropriate for the site.

6. The planned development demonstrates a higher quality of site design that is more sensitive to the existing context, both built and natural, than is possible under other available zoning districts.

Analysis: The developer has requested to construct housing units and narrower internal streets to promote a high-quality site design that takes into account the historic nature of the convent building and landscape surrounding it. For example, the location of townhome units are purposely determined to minimize harm to the natural landscape and the mature trees that encompass this property. In order to preserve the unique characteristics of the property, while proposing a site design that attracts potential residents, the design reflects the current market demand for residential units with modern design while being surrounded by unique characteristics.

Findings: The developer has demonstrated a high quality of thought in the site plan of the proposed housing units. Overall, the developer is creating a unique development that would revitalize the property and add to the overall character of the neighborhood.

7. Public facilities and services including but not limited to schools, roads, recreation facilities, wastewater treatment, water supply and stormwater facilities are adequate for the development allowed in the proposed planned development.

Analysis: Public facilities will not be negatively impacted by the proposed development. Existing utilities and utility infrastructure is sized appropriately to handle additional capacity above and beyond what the proposed development will require. Schools in this area have room for additional capacity, or have the ability to add additional capacity if needed. As mentioned earlier in this staff report, the urban forest area will become a public park space, which will address the City's Park Plan and the lack of public facilities within this area.

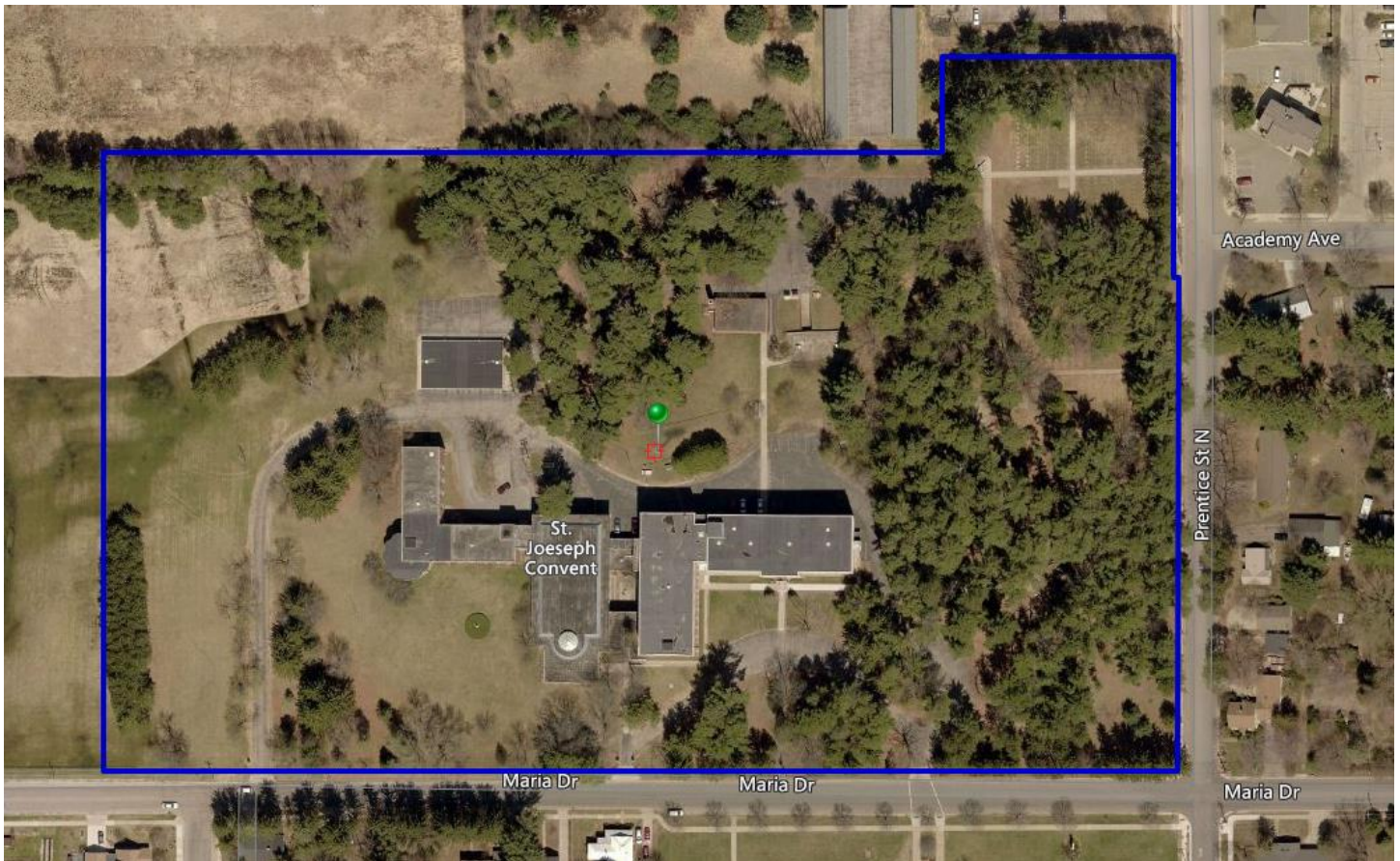
Findings: This standard is met.

8. The planned development will not substantially or permanently injure the appropriate use of adjacent conforming properties.

Analysis: Many of the surrounding properties are nonconforming as they do not meet lot width, lot size and setback requirements within the "R-3" District. The residential uses surrounding the subject property are permitted, but often performance standards relating to a building or lot are not met. Under the "R-3" and "R-4" Districts, would be inconsistent with the land use pattern of the neighborhood. As such, planned development zoning has been requested to create a similar sense of development intensity while preserving the historic nature of the convent building and its surrounding natural amenities.

Findings: The proposed development should not be injurious to the use of the existing property adjacent to the site or within the neighborhood.

Photos







City of Stevens Point Plan Commission Application Packet

This document includes the directions and applications for projects that require Plan Commission approval. This coversheet describes the process and application requirements. The form shall be completed and returned with the required sets of plans and the appropriate application fee to the Community Development Department, City of Stevens Point, 1515 Strongs Avenue, Stevens Point, WI 54481. If you have any questions about the application or submittal requirements, please do not hesitate to contact the Community Development Department at (715) 346-1567 during normal business hours, Monday-Friday, 7:30 a.m. to 4:00 p.m., except City holidays.

Prior to Submittal:

1. Prior to the submittal of the application, the applicant must have a pre-application conference with City staff to discuss the proposal, review plans in detail, and discuss the approval process. This conference is MANDATORY.
2. Prior to the submittal of the application, a letter must be sent to the Alderperson of the district of where the request is taking place, explaining the request. Please attach the notification letter with your application materials. Information about aldermanic districts can be found at the following link: <http://stevenspoint.com/index.aspx?NID=488>.

Filing of Planning Commission Applications:

1. The filing deadline for all applications is 4:00 p.m. on the filing day. ***The filing day is four weeks prior to the meeting in which you wish to appear.*** Please consult the annual Plan Commission schedule below for specific dates. Applications received after 4:00 p.m. on the filing day will not be scheduled until the next application cycle.

Required Submittal Date	Plan Commission Meeting Date	Common Council Meeting Date
December 10, 2018	January 7, 2019	January 21, 2019
January 7, 2019	February 4, 2019	February 18, 2019
February 4, 2019	March 4, 2019	March 18, 2019
March 4, 2019	April 1, 2019	April 15, 2019
April 8, 2019	May 6, 2019	May 20, 2019
May 6, 2019	June 3, 2019	June 17, 2019
June 3, 2019	July 1, 2019	July 15, 2019
July 8, 2019	August 5, 2019	August 19, 2019
August 6, 2019	September 3, 2019 (Tuesday)	September 16, 2019
September 9, 2019	October 7, 2019	October 21, 2019
October 7, 2019	November 4, 2019	November 18, 2019
November 4, 2019	December 2, 2019	December 16, 2019

2. The application must be filled out completely and accurately, including contact information for the applicant and owner. The required materials identified on the application shall be submitted in their entirety as they pertain to your request and include all of the necessary information. Failure to submit a complete application with all of the required documents will result in placing your item being placed on the next application cycle.

Filing of Planning Commission Applications:

- **Requirements for All Plans:**

- The name of the project, firm, and individuals associated with the plan, and all relevant contact information must be included in each plan submitted.
- Each plan submitted must include a north point (compass), scale, and date drawn.
- All applicants are required to submit the following number of plan sets:
 - Three (3) colored copies of a full-sized plan set drawn to a minimum scale of one inch equals 20 feet (collated and folded), and
 - Ten (10) colored copies of the plan set reduced to fit onto 11 inch by 17 inch paper, drawn to a minimum scale of one inch equals 50 feet (collated, stapled, and folded), and
 - An individual Adobe Acrobat PDF files compiled either on a non-returnable CD or USB flash drive shall also be submitted. Applicants who are unable to provide the materials electronically should contact the Community Development Department at (715) 346-1567 for assistance.

- **Requirements for Specific Types of Plans:**

The plans required to be submitted with your application will be determined during the pre-application conference.

- **New Construction or Addition:** When required, site plans for new constructions must include building elevations, building coverage as a percent of the lot, setbacks from property line (include photos of the proposed site), height and number of stories of all proposed buildings and structures, and building dimensions.
- **Street Plans:** Street plans must include the layout and designation of all newly constructed street networks with block perimeter distances designated. Each street type and design cross-sections must be included.
- **Utility Plans:** Utility plans must include the location and size of wastewater, water mains, and culverts. Additionally, all other underground utilities, structures, and appurtenances must be included on the plan.
- **Stormwater Plans:** Stormwater plans must include a description for how the proposed development will address stormwater run-off from the site using either a combination of stormwater basins, swales, green roofs, pervious pavement, or other measures.
- **Plans Showing Off-street Parking:** Parking area plans must include parking area location, parking area design, number and size of spaces, aisle dimensions, paving material, and size and type of landscape areas. Include any designated off-street loading areas.
- **Outdoor Lighting:** Lighting plan must include the location, fixture and luminaire type, design, height, illumination intensity (footcandles), and number of lights.

- **Landscaping:** Landscaping plans for required landscaping areas must include location of landscaping areas, dimensions of areas, scientific and common name of all plants and number and location of each, and location, height (both at the time of planting and at maturity), and material of fencing or walls.
- **Signage:** General location, dimension, sign area, height, and orientation of proposed building signs.

Upon Filing Your Application:

1. A public hearing will be scheduled, if applicable, for the Plan Commission meeting in which your item is presented or if otherwise required at Common Council. Property owners within 200 feet of the boundaries of the property will be notified of your request. Information about surrounding properties can be found at the following: <https://stevenspoint.maps.arcgis.com/home/index.html>.
2. Staff will meet two weeks prior to the Plan Commission meeting to review your request. You will be notified as soon as possible if any revisions are needed. The Plan Commission will not review any plan revisions that have not been first reviewed by staff. A copy of the agenda and staff report for your item will be sent to you prior to the meeting.
3. The applicant or agent is required to attend the Plan Commission meeting to explain your request and answer questions. Failure to appear at the scheduled meeting may cause referral of the matter to a future meeting date. You should also remain at the meeting until the Plan Commission makes a recommendation on your item. You are also required to attend the Common Council meeting on the third Monday of the month, where final decision will be made regarding your request.

Plan Commission Review Process:

1. At the Plan Commission meeting, which typically occurs on the first Monday of the month, you will have an opportunity to provide information about your request. Additionally, a public hearing will take place at the Plan Commission meeting, if applicable to your request, after which, Staff will present their recommendation on the request.
2. After the presentation of your item, the Plan Commission can approve, reject, conditionally approve, or refer your proposal to a future meeting based in part on a review of the request against the applicable standards found in the City ordinances. After the Plan Commission recommendation, final approval is determined by the Common Council.
3. The Common Council typically meets on the third Monday of the month and will act on your request as part of the Plan Commission meeting minutes, or as a separate agenda item, if applicable.

Application Fees:

Please consult the schedule below for the appropriate fee for your request. Applications containing a combination of requests shall, after computation of each category, be charged the highest individual fee. Fractions of an acre are rounded up to the next whole acre. Each fee that is based on an additional lot or acre will include the first lot or acre as part of the base fee. For example, an annexation request for 1.1 acres will cost \$310.00 (\$300.00 + 1 additional acre at \$10.00).

Plan Commission and Board of Zoning Appeals Fees		Fees Effective 5/1/2018
Annexation		
	Annexation (includes permanent zoning)	\$300.00 plus \$10.00/acre (maximum of \$500.00)
Conditional Use		
	Conditional use permit	\$300.00 plus \$10.00/acre (maximum of \$500.00)
	Conditional use permit amendment	\$250.00
Land Division		
	Certified survey map	\$50.00 plus \$10.00/lot
	Subdivision preliminary plat	\$300.00 plus \$10.00/lot
	Subdivision final plat	\$50.00
Ordinance Amendments		
	Ordinance amendments	\$300.00
	Comprehensive plan amendments	\$350.00
Planned Development District/Planned Unit Development		
	Planned development district	\$300.00 plus \$10.00/acre (maximum of \$500.00)
	Planned development district amendment	\$300.00
Rezoning		
	District change (not PDD/PUD)	\$300.00 plus \$10.00/acre (maximum of \$500.00)
Right-of-Way Vacations		
	Alley or Street	\$350.00
Signs		
	Variance	\$200.00
Site, Building, and Landscape Review		
	Major (plan commission review)	\$250.00
Variance (Board of Zoning Appeals)		
	Administrative appeal (fee refunded if overturned)	\$150.00
	Variance	\$300.00
Miscellaneous		
	Park fees	
	Single family	\$300.00/dwelling unit
	Duplex	\$250.00/dwelling unit or \$500.00/duplex
	Recreational Impact Fee	
	Multiple family	\$200.00/unit
	Mobile home	\$200.00/mobile home lot
	Zoning verification letters	\$100.00 per parcel
	Unspecified planning or zoning action (not requiring legal publication)	\$150.00
	Unspecified planning or zoning action (requiring legal publication)	\$300.00



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 ☐	Amend ☐	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	General Capital Acquisitions, LLC	Contact Name	Sig Strautmanis
Address	6938 N. Santa Monica Blvd	Address	
City, State, Zip	Fox Point, WI 53217	City, State, Zip	
Telephone	414-228-3502	Telephone	
Fax	414-228-3700	Fax	
Email	sig@generalcapitalgroup.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Sisters of St. Joseph Third Order of St. Francis	Owner's Name	
Address	1300 Maria Drive	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-344-2830	Telephone	
Fax		Fax	
Email	mwrnkowski@ssj-tosf.org	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
2812408292400034		
Legal Description of Subject Property		
LOT 3 CSM#3356-12- 14 BNG PRT NE NW, SW NE & SE NW S29 T24 R8 90/331 176/137 223/255 341/626, City of Stevens Point, Portage County, Wisconsin.		
Designated Future Land Use Category		Current Use of Property
Residential		Convent
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)		
102 total residential housing units; 85 independent senior housing units in the former convent structure, 17 free standing workforce townhome housing units in 3 buildings and 19,530 SF "Community Serving Facility" located in the former chapel and associated spaces. The CUP is necessary due to the nature of the proposal including multiple buildings on one master planned property.		
Development Schedule: Financing by May 2021, Closing by 12/31/21, Occupancy by 12/31/22		

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)

The proposed renovation of the Sisters of St. Joseph convent into a residential facility will reinforce the residential character of the surrounding neighborhood by providing new life and activity to the historic convent and surrounding property. The planned character of the future expansion of the convent development is also contemplated to be residential in character.

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

While it is not perceived that there will be any detrimental impact to the surrounding neighborhood, two vehicular entrance points will be maintained in existing locations and existing tree cover will be maintained to the extent possible. Older trees and diseased trees will be removed and cleaned up from the area to create a sustainable forestry plan for the property and to clean up the visual view and presentation of the historic convent from Maria Drive. The redevelopment will be an enhancement to the surrounding neighborhood.

Current Zoning Surrounding Subject Property			
North:	Multiple Family Residential	South:	Single and Two Family Residential
East:	Commercial and Single Family Residential	West:	Multiple Family Residential
Current Land Use Surrounding Subject Property			
North:	Multi-family Residential	South:	Residential and Institutional
East:	Residential	West:	Residential

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)	☒	
Building Elevations	☒	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	☒	
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

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Signature of Applicant	Date	Signature of Property Owner(s)	Date
	10/5/20	Sister Michelle	10-5-20

October 5, 2020

Mr. Shaun Morrow
11th District Alderperson
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Re: **Sisters of St. Joseph Phase I Convent Redevelopment
PUD and CUP Submittal
1300 Maria Drive
Stevens Point, WI**

Dear Alderperson Morrow:

General Capital has been working with the Sisters of St. Joseph on a plan to redevelop their beautiful convent property located at 1300 Maria Drive. This is one of the largest undeveloped pieces of property in the City of Stevens Point. It represents a tremendous opportunity for the Sisters and the City to envision a new urban neighborhood tucked into the beautiful natural surroundings.

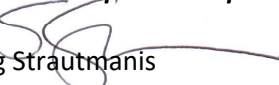
We been working diligently with the Sisters to develop a vision for the entire property. And that is still evolving. We are pleased to present our plans for Phase I of the property: a nine-acre redevelopment of the historic convent buildings and surrounding wooded area into an 85-unit independent senior living community and 17 free standing townhomes tucked into the woods north of the convent. Together, this project will be financed through a combination of Housing Tax Credits, Historic Preservation Tax Credits, traditional debt, TIF funding and variety of soft money resources. This is an extremely complex project, yet it is not "complicated." The historic convent provides the perfect backdrop for Phase I as it sets the stage for a sensitive, sustainable redevelopment plan for the entire property.

We have submitted our plans for rezoning to Planned Unit Development and obtaining a Conditional Use Permit for the Master Plan that includes multiple buildings on a single piece of property. By using these two zoning mechanisms, we can implement a creative, hybrid design for the property that will honor the historic roots of the Sisters and maintain the critical habitat/tree cover of the property.

We look forward to working with you and the City of Stevens Point Common Council to redevelop this historic asset for the entire region. In the meantime, please don't hesitate to reach out to me directly at any time: my direct line is 414-228-3502.

Sincerely,

General Capital Group


Sig Strautmanis



PUD SUBMITTAL: SISTERS OF ST JOSEPH TOSF - "THE GROVE"

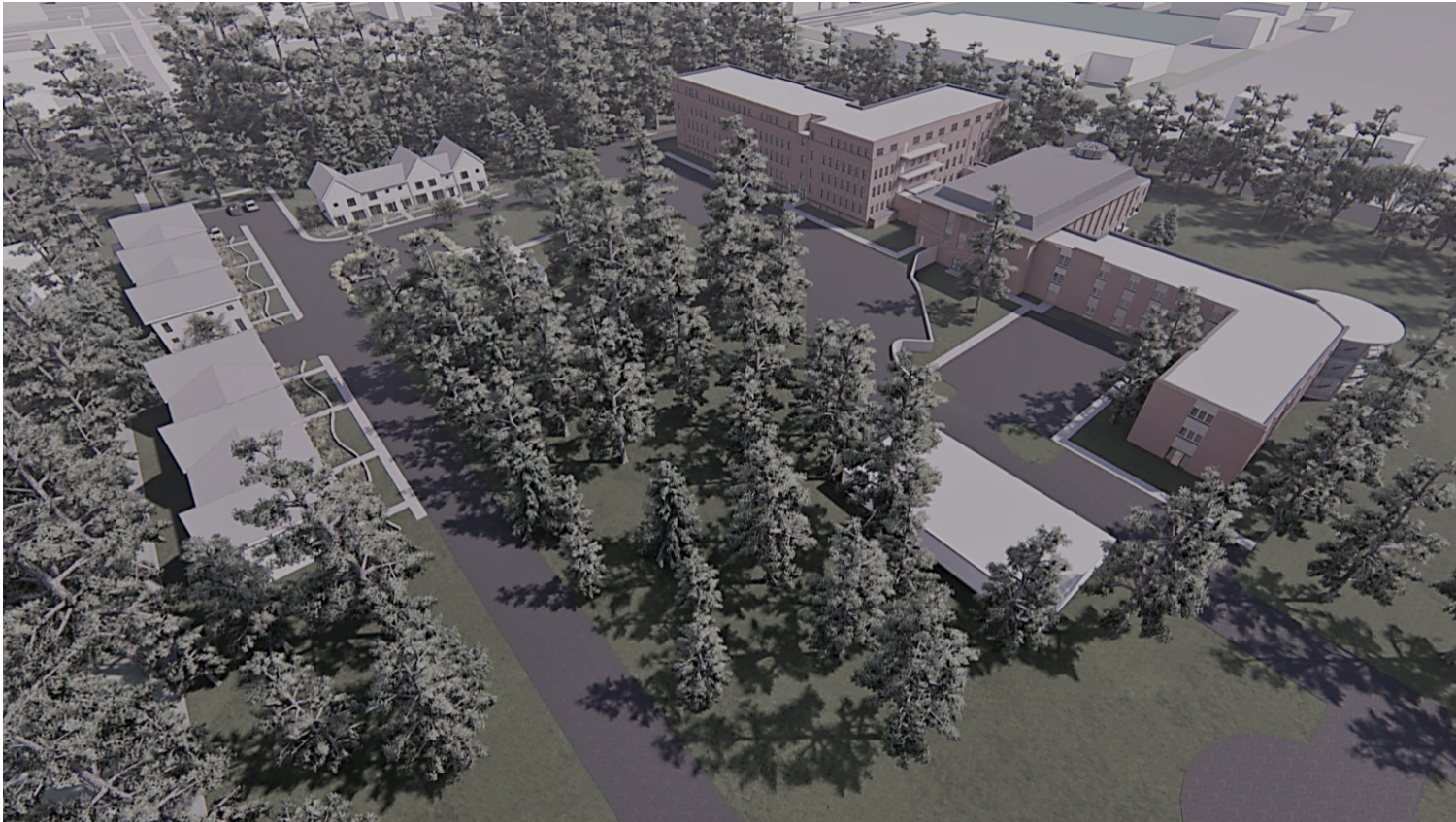
STEVENS POINT, WISCONSIN | OCTOBER 5, 2020



GENERAL CAPITAL



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CONTACT INFORMATION:

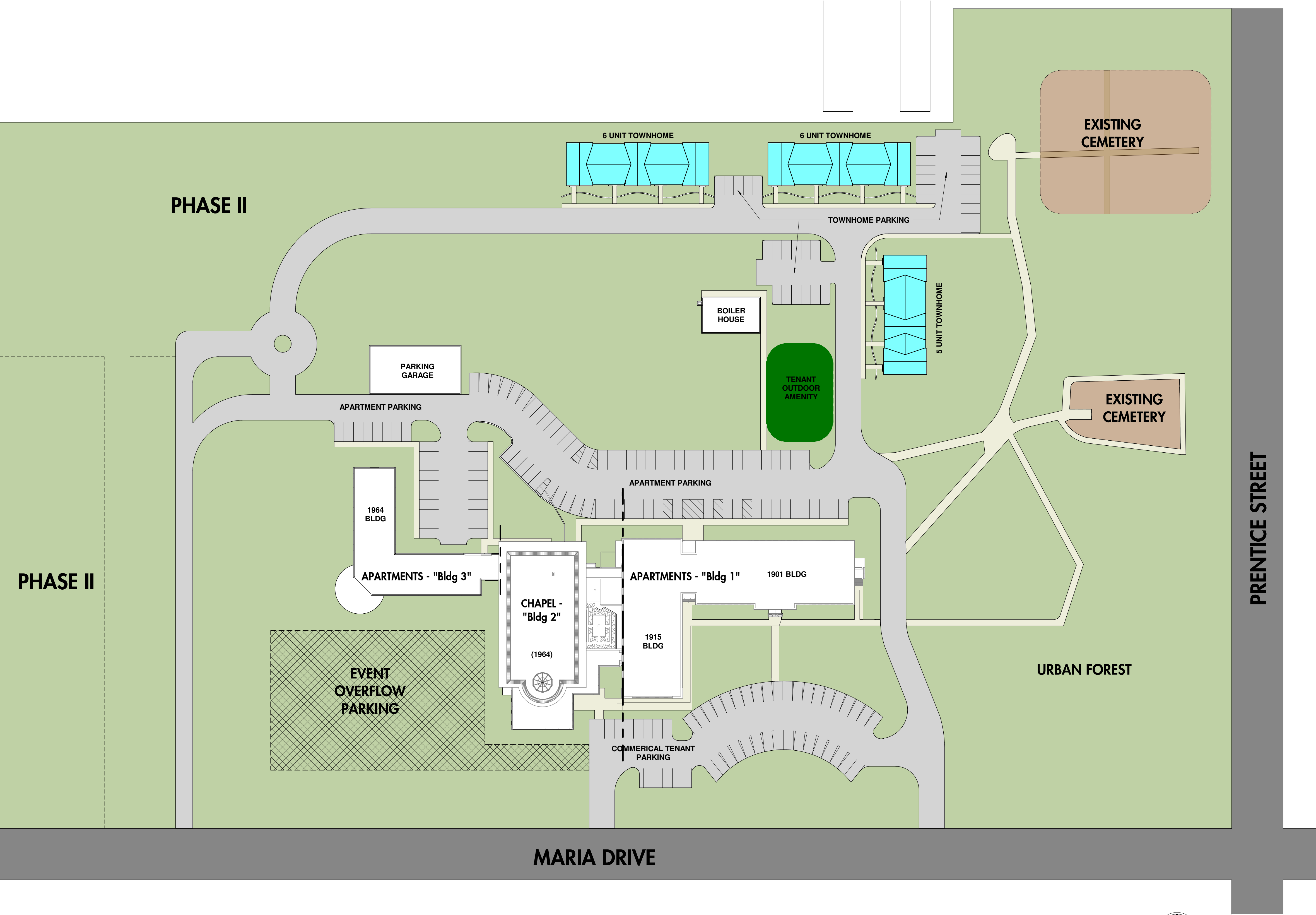
Sig Strautmanis

General Capital Group

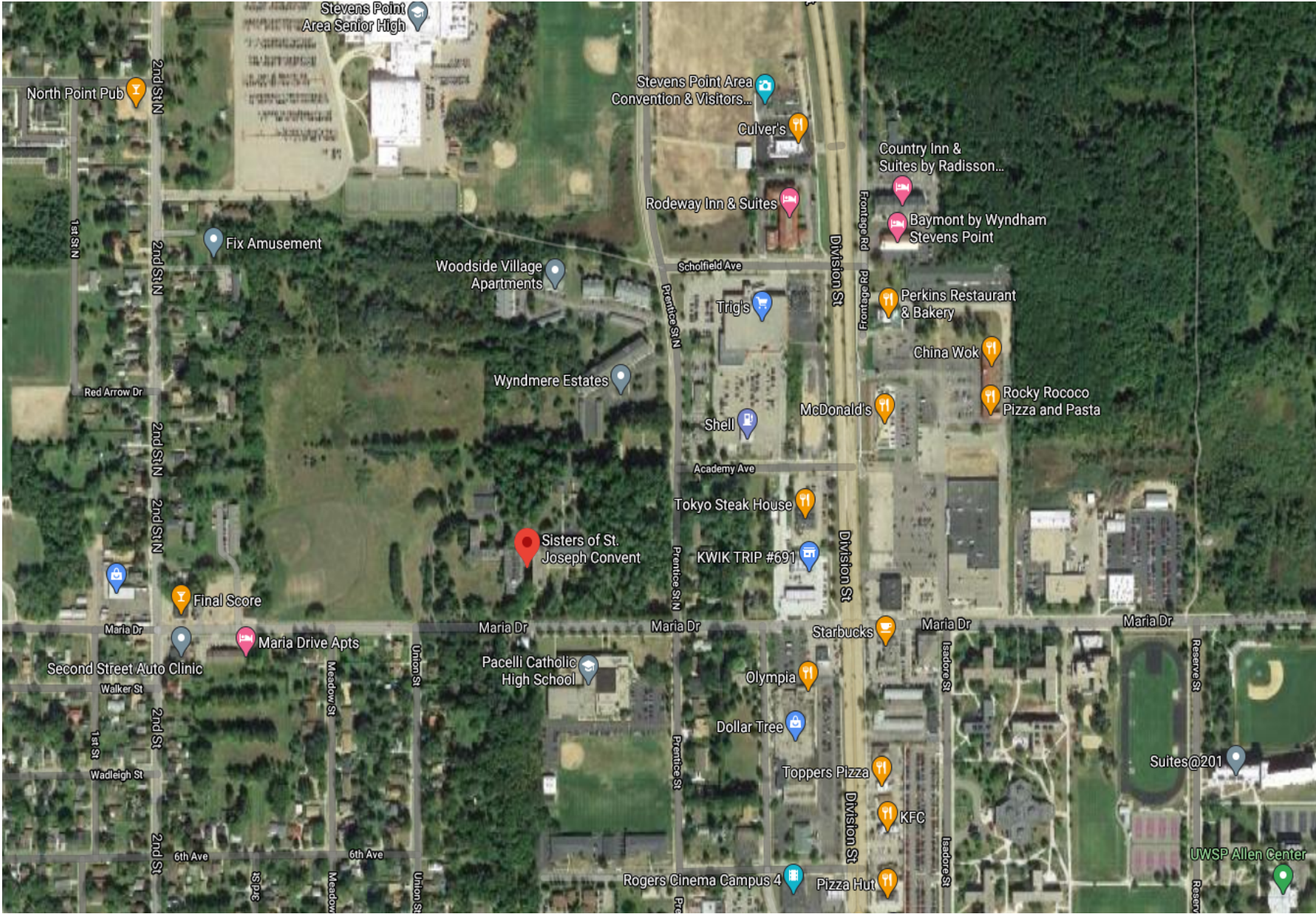
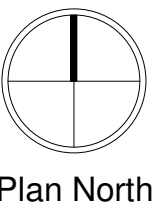
ADDRESS | 6938 N. Santa Monica Blvd
Fox Point, WI 53217

PH | 414-228-3502

EMAIL |sig@generalcapitalgroup.com



1 ARCHITECTURAL SITE PLAN (FOR REFERENCE ONLY)
SCALE: 1"=50'-0"



1964 ADDITION - SOUTH ELEVATION



1964 CHAPEL - WEST ELEVATION



1964 CHAPEL - SOUTH ELEVATION



1964 CHAPEL - EAST ELEVATION



1915 ADDITION - SOUTH ELEVATION



1915 ADDITION - EAST ELEVATION



1901 ORIGINAL BUILDING - SOUTH ELEVATION



1901 ORIGINAL BUILDING - EAST ELEVATION



1901 ORIGINAL BUILDING - NORTH ELEVATION



1901 ORIGINAL BUILDING - NORTH ELEVATION



1915 ADDITION & 1964 CHAPEL - NORTH ELEVATION



1964 CHAPEL - NORTH ELEVATION



1964 ADDITION - NORTH & EAST ELEVATION



1964 ADDITION - WEST ELEVATION



BOILER HOUSE NORTH OF MAIN BUILDING



SURFACE GARAGE NORTH OF 1964 BUILDING

VICINITY MAP

SITE IMAGES

SISTERS OF ST JOSEPH TOSF - "THE GROVE"

SITE ARCHITECTURAL PLAN & CONTEXT

SCALE:As indicated

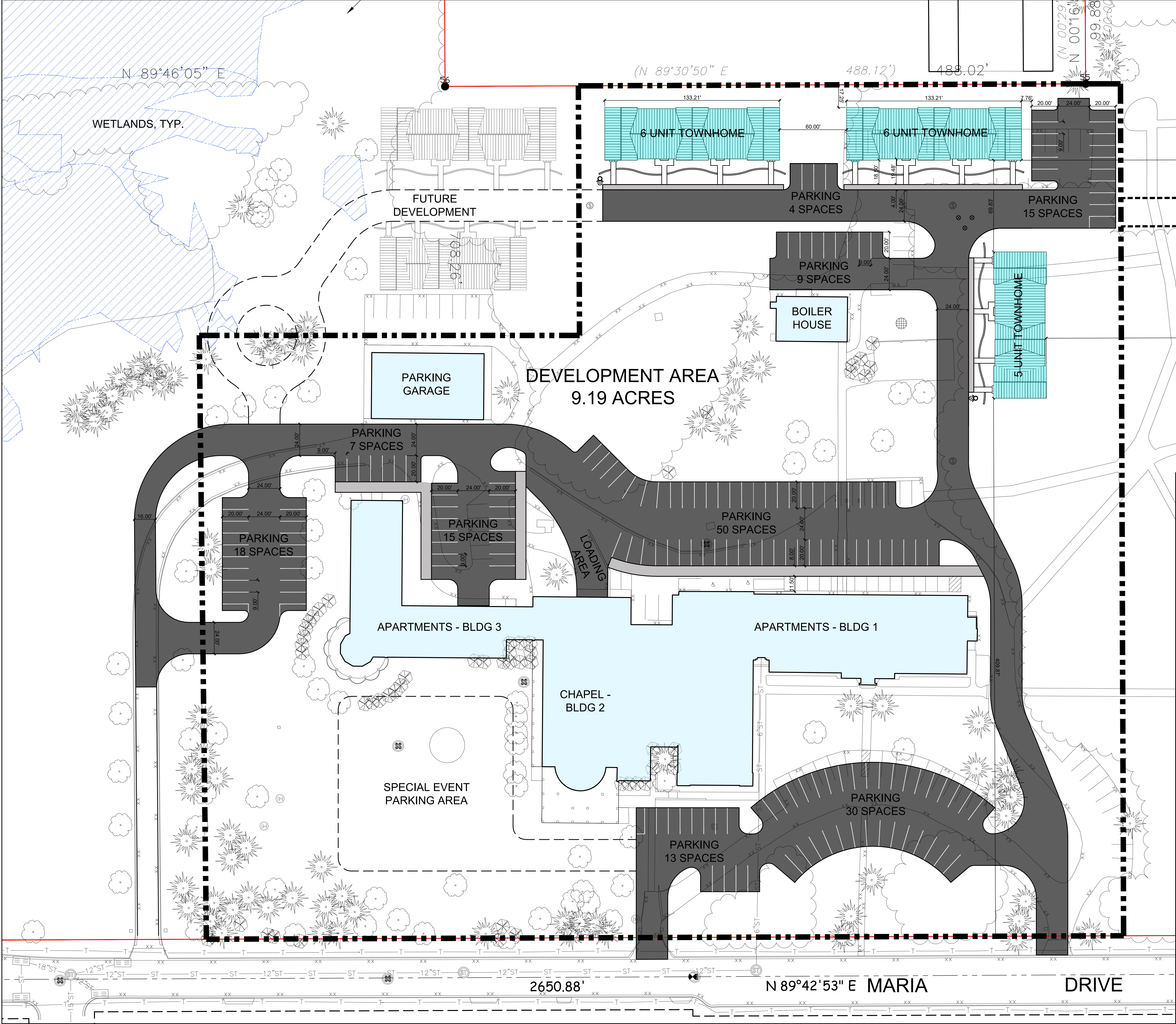
OCTOBER 5, 2020

Engberg Anderson Project No. 203201.00



MILWAUKEE | MADISON | TUCSON | CHICAGO

A000



GENERAL NOTES - SITE GRADING

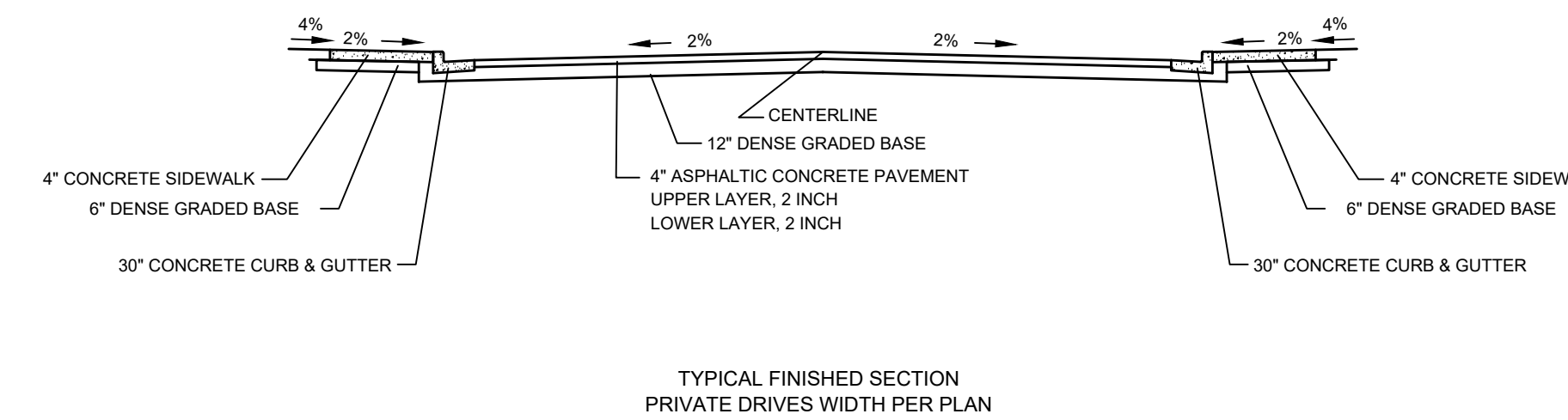
1. GRADE, LINE, AND LEVEL TO BE REVIEWED IN THE FIELD BY THE PROJECT MANAGER.
2. SEED / FERTILIZE / AND CRIMP MULCH ALL GENERAL LANDSCAPE AREAS DISTURBED DURING CONSTRUCTION IN ACCORDANCE WITH THE PROJECT MANUAL SPECIFICATIONS AND WITHIN 3 WORKING DAYS OF FINAL GRADING.
3. ALL EROSION CONTROL ELEMENTS SHALL REMAIN IN PLACE UNTIL A SUFFICIENT GROWTH OF GRASS IS ESTABLISHED IN ALL GENERAL LANDSCAPE AREAS, AND THEN REMOVED BY THE SITE CONTRACTOR.
4. ALL WASTE AND UNUSED BUILDING MATERIALS SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO BE CARRIED OFF-SITE BY RUNOFF OR WIND. MAINTAIN EXISTING VEGETATION AS LONG AS POSSIBLE.
5. ALL OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH DAY. FLUSHING SHALL NOT BE ALLOWED.
6. ALL ACTIVITIES SHALL BE CONDUCTED IN A LOGICAL SEQUENCE AS TO MINIMIZE THE AMOUNT OF BARE SOIL EXPOSED AT ANY ONE TIME.
7. ALL SEDIMENT LADEN WATER PUMPED FROM THE SITE SHALL BE TREATED BY A TEMPORARY SEDIMENT BASIN OR BE FILTERED BY OTHER APPROVED MEANS. WATER SHALL NOT BE DISCHARGED IN A MANNER THAT CAUSES EROSION OF THE SITE OR RECEIVING CHANNELS.
8. DISTURBED GROUND OUTSIDE OF THE EVERYDAY CONSTRUCTION AREA, INCLUDING SOIL STOCKPILES LEFT INACTIVE FOR MORE THAN 10 DAYS, SHALL AT A MINIMUM BE TEMPORARILY STABILIZED BY SEEDING/MULCHING OR OTHER METHODS APPROVED BY THE LOCAL GOVERNING AUTHORITY'S EROSION CONTROL INSPECTOR.
9. IN THE CASE OF LATE SEASON AND WINTER CONSTRUCTION, RESTORATION/LANDSCAPING OF THE SITE SHALL OCCUR NO LATER THAN JUNE 1ST OF THE NEXT CONSTRUCTION SEASON. EROSION CONTROL MEASURES SHALL REMAIN INTACT UNTIL FINAL RESTORATION OF THE SITE IS COMPLETE. FABRIC INSIDE THE INLET AND CATCH BASIN GRATE SHALL BE REMOVED AS SOON AS FREEZING WEATHER OCCURS SO DRAINAGE IS NOT IMPAIRED THROUGHOUT THE WINTER MONTHS. ALL EROSION CONTROL PRACTICES REMOVED OR DAMAGED DUE TO WINTER WEATHER SHALL BE REPLACED IN THE SPRING IMMEDIATELY AFTER THE GROUND THAWS.
10. EROSION CONTROL DEVICES DESTROYED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE END OF THE WORK DAY.
11. TEMPORARY EROSION CONTROL MEASURES SHALL BE REMOVED AT THE CONCLUSION OF CONSTRUCTION AFTER STABILIZATION OF DISTURBED SOIL HAS OCCURRED.
12. MATCH GRADES SHOWN ARE APPROXIMATE. CONTRACTOR TO VERIFY MATCH GRADES AND CONFIRM DESIGN INTENT PRIOR TO CONSTRUCTION FINISHED GRADES.
13. OVEREXCAVATE BOTTOM OF RETENTION BASINS 2' DOWN TO NATIVE SOIL WITH INFILTRATION RATE OF 3.6 IN/HR WITHIN THE BOTTOM CONTOUR OF EACH RETENTION BASIN PRIOR TO SEEDING. MAXIMUM TOPSOIL DEPTH WITHIN BOTTOM CONTOUR OF EACH RETENTION BASIN NOT TO EXCEED 2".

STORMWATER MANAGEMENT

STORMWATER MANAGEMENT FOR NEW DEVELOPMENT WILL BE ADDRESSED BY A COMBINATION OF BIOSWALE CONSTRUCTION AND REGIONAL DRY DETENTION BASINS. EXISTING HARD SURFACE REDEVELOPMENT AND NEW DEVELOPMENT WILL BE COMBINED AND TREATED WITHIN THE DEVELOPMENT AREA PRIOR TO DISCHARGE INTO THE CITY STORM NETWORK ON MARIA DRIVE.

SITE DATA

DEVELOPMENT AREA -	400,273.70 S.F., 9.19 ACRES
EXISTING BUILDING AREA -	46,571.6 S.F., 1.07 ACRES
NEW BUILDING AREA -	14,866.0 S.F., 0.34 ACRES
TOTAL BUILDING AREA -	61,437.6 S.F., 1.41 ACRES, 15.35% LOT COVERAGE



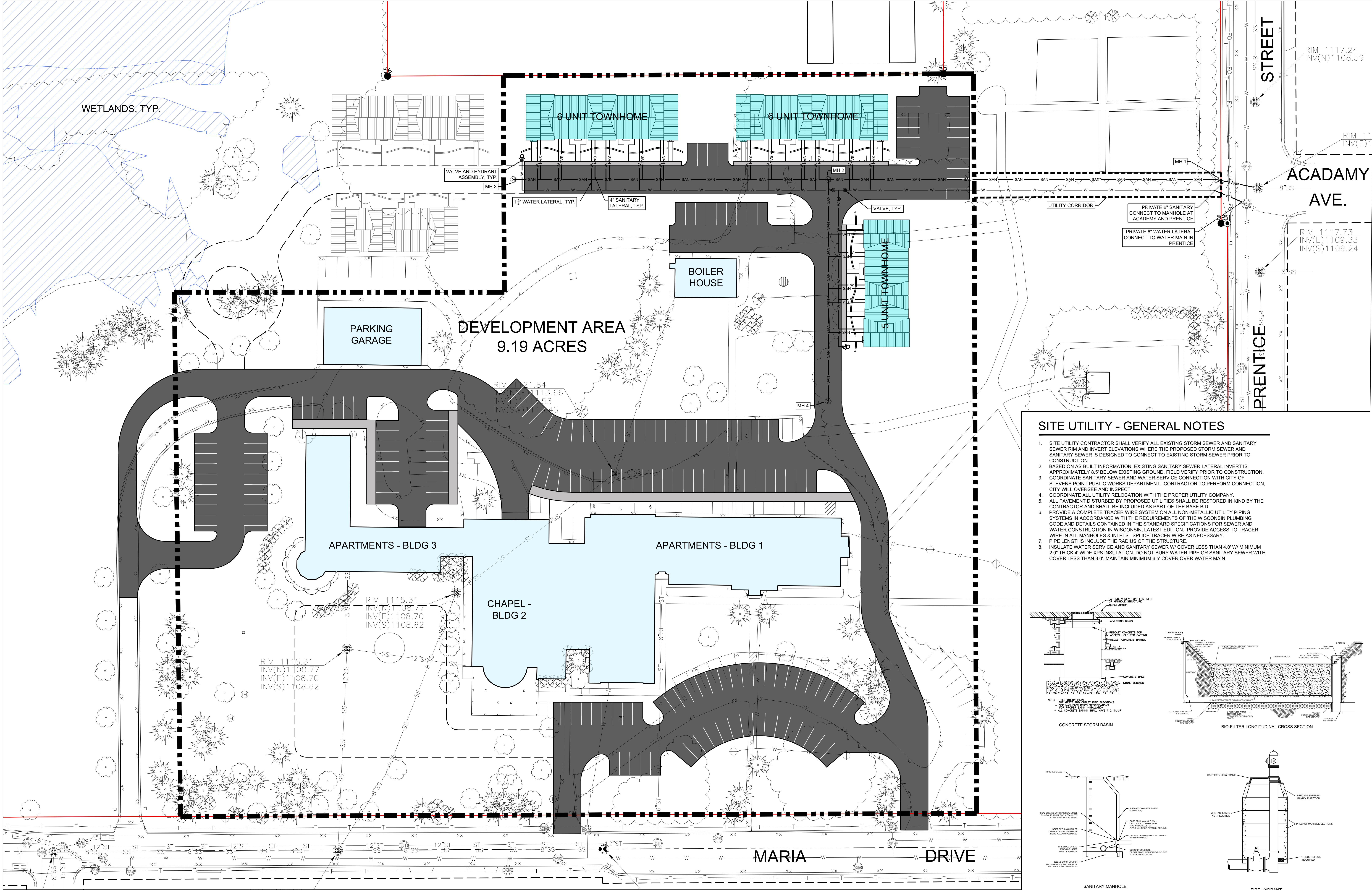
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

SITE LAYOUT PLAN

SCALE: 1"=30'

DATE: 10-02-2020

Engberg Anderson Project No. 203201.00



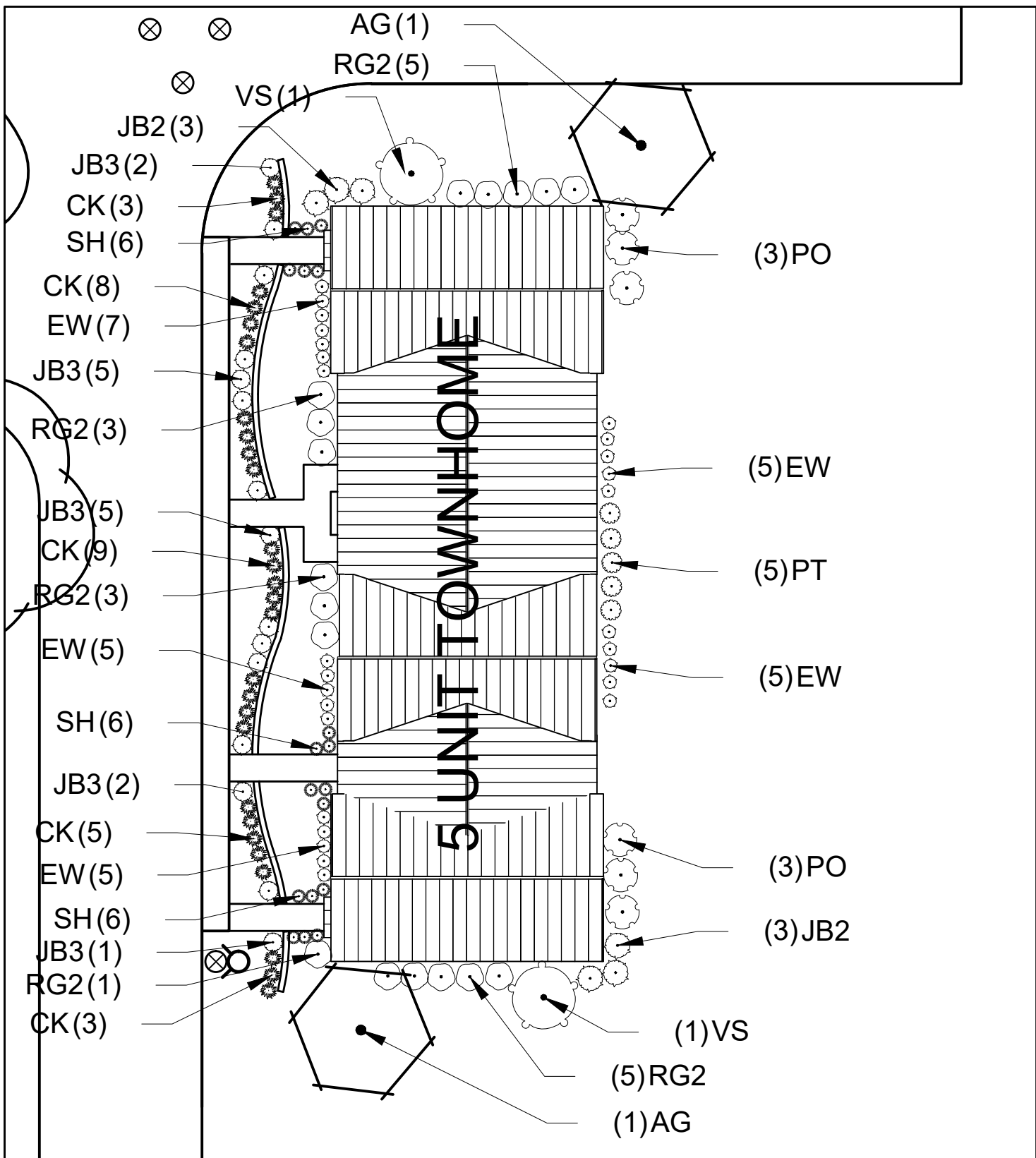
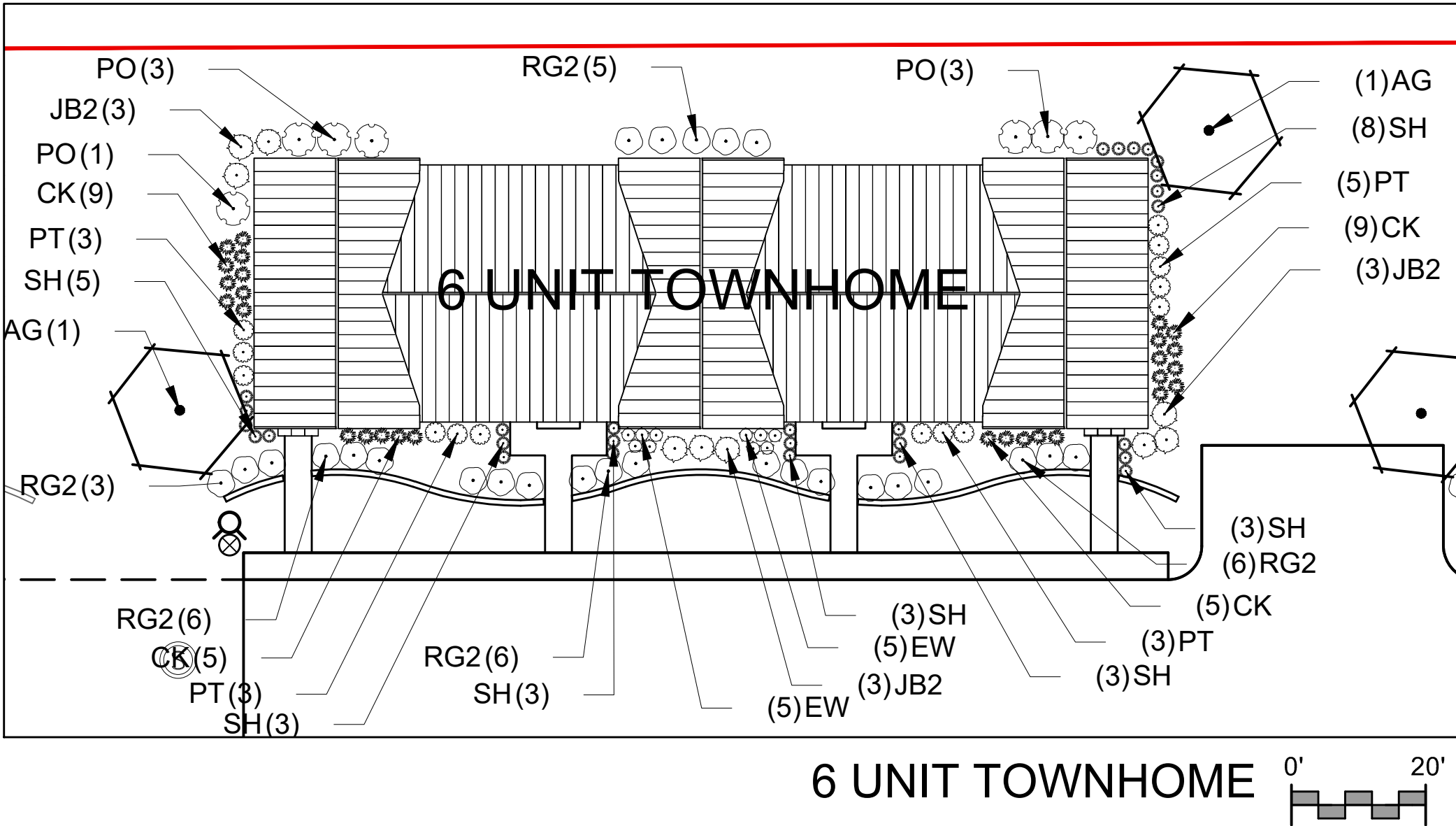
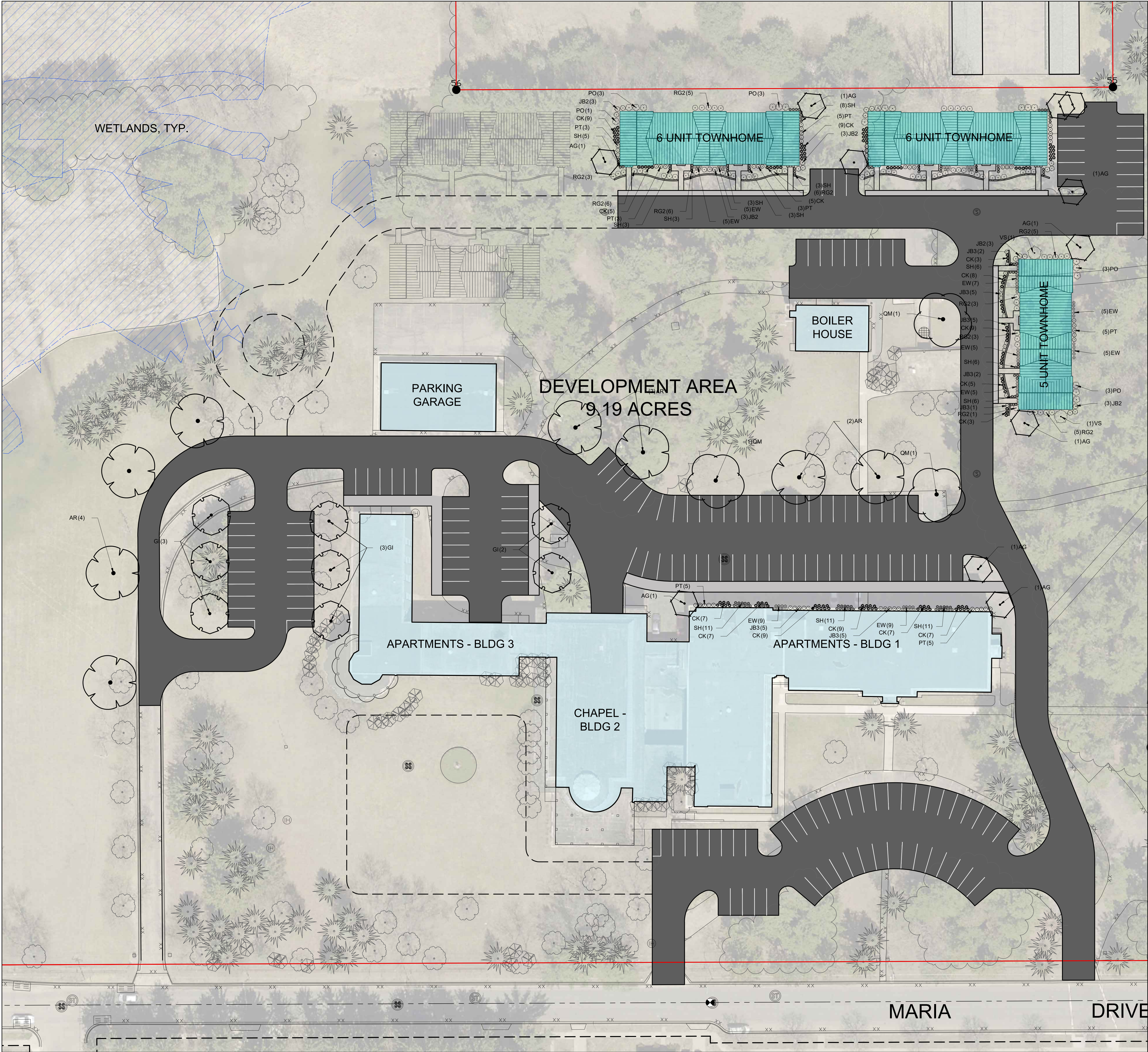
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

SITE UTILITY PLAN

SCALE: 1"=30'

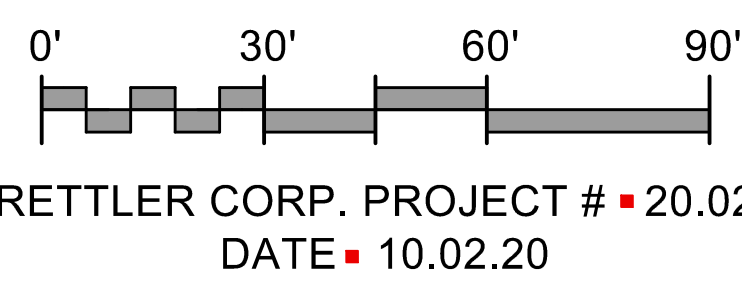
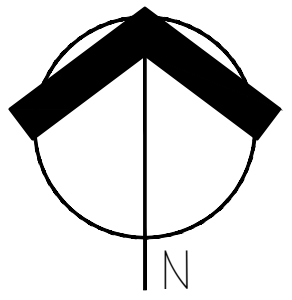
DATE: 10-02-2020

Engberg Anderson Project No. 203201.00



PLANT SCHEDULE

TREES	CODE	BOTANICAL / COMMON NAME	CONT	QTY
AR	AR	ACER RUBRUM / RED MAPLE	2" CAL B&B	8
AG	AG	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE' / 'AUTUMN BRILLIANCE' SERVICEBERRY	2" CAL B&B	11
GI	GI	GLEDTISIA TRIACANTHOS INERMIS 'SKYCOLE' TM / SKYLINE THORNLESS HONEY LOCUST	15 GAL	8
QM	QM	QUERCUS MACROCARPA / BURR OAK	2.0" BB	3
JB2	JB2	JUNIPERUS CHINENSIS 'BLUE POINT' / BLUE POINT JUNIPER	5 GAL	24
JB3	JB3	JUNIPERUS SQUAMATA 'BLUE STAR' / BLUE STAR JUNIPER	3 GAL	25
PO	PO	PHYSOCARPUS OPULIFOLIUS 'DART'S GOLD' / YELLOW NINEBARK	36" HEIGHT MIN.	20
PT	PT	PHYSOCARPUS OPULIFOLIUS 'SMPOTW' TM / TINY WINE NINEBARK	3 GAL	43
RG2	RG2	RIBES ALPINUM 'GREEN MOUND' / GREEN MOUND ALPINE CURRANT	3 GAL	69
VS	VS	VIBURNUM DENTATUM 'SYNNESTVEDT' TM / CHICAGO LUSTRE ARROWWOOD VIBURNUM	5 GAL	2
ORNAMENTAL GRASSES	CODE	BOTANICAL / COMMON NAME	CONT	QTY
CK	CK	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER' / FEATHER REED GRASS	1 GAL	130
SH	SH	SPOROBOLUS HETEROLEPIS / PRAIRIE DROPSEED	1 GAL	107
PERENNIALS	CODE	BOTANICAL / COMMON NAME	CONT	QTY
EW	EW	ECHINACEA PURPUREA 'WHITE SWAN' / PURPLE CONEFLOWER	1 GAL	65



RETTLER CORP. PROJECT # 20.021
DATE 10.02.20

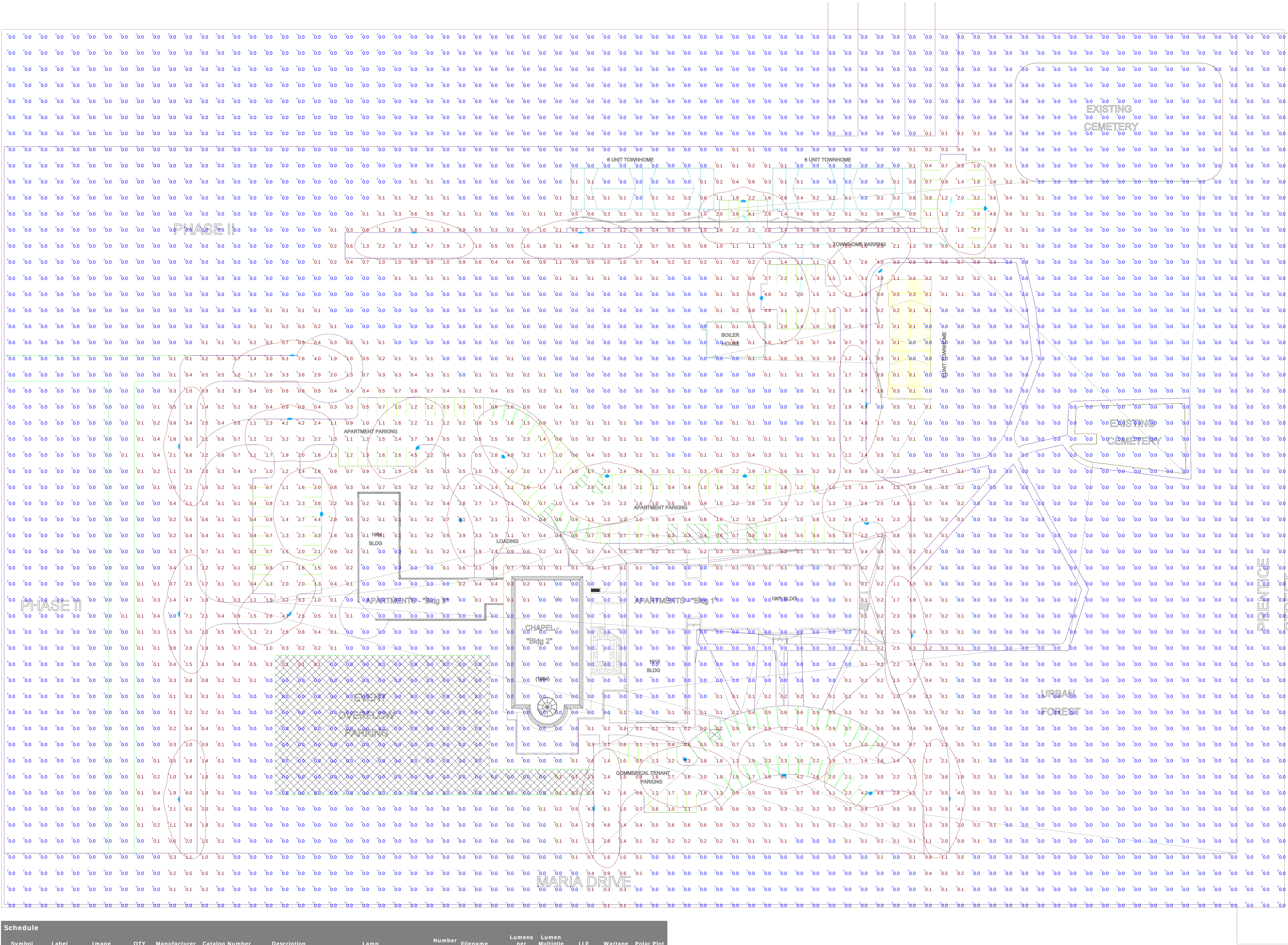
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

SITE LANDSCAPE PLAN

SCALE: 1"=30'

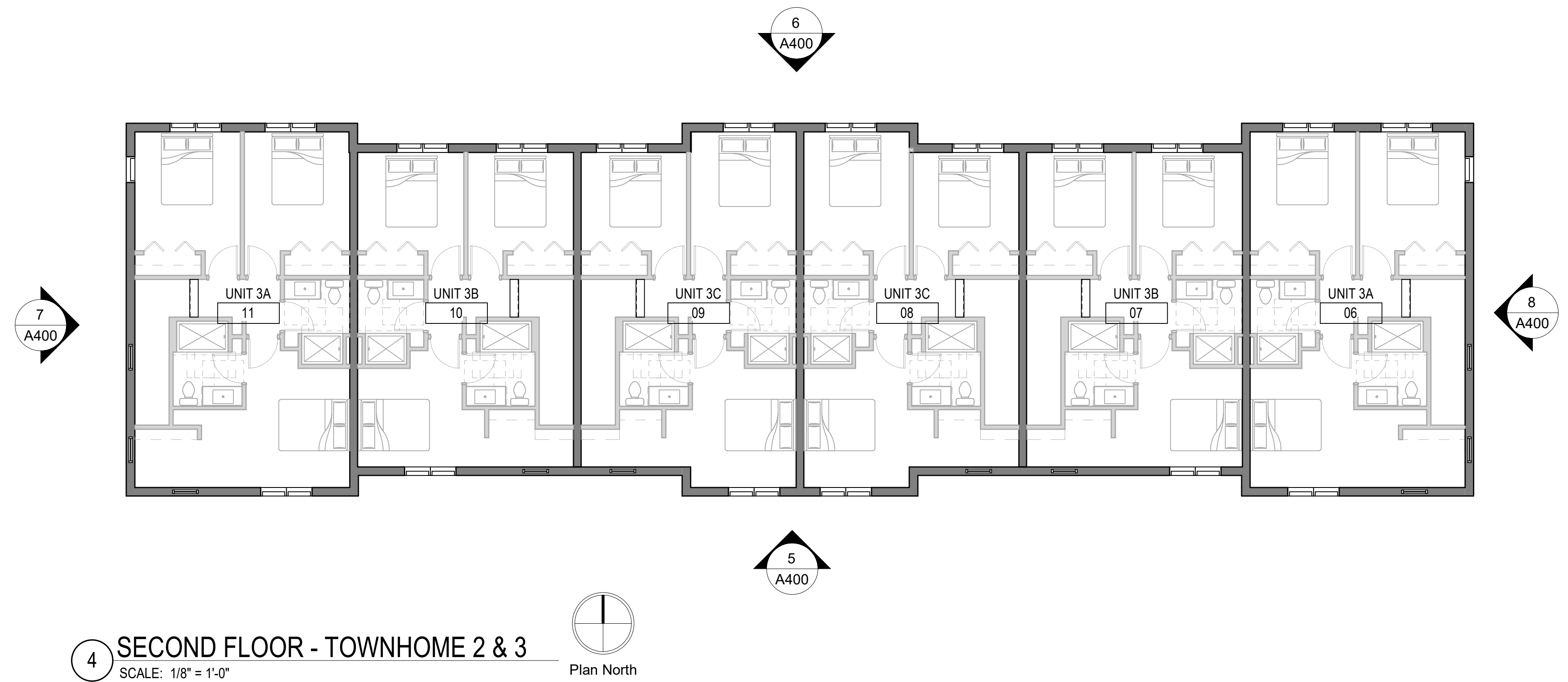
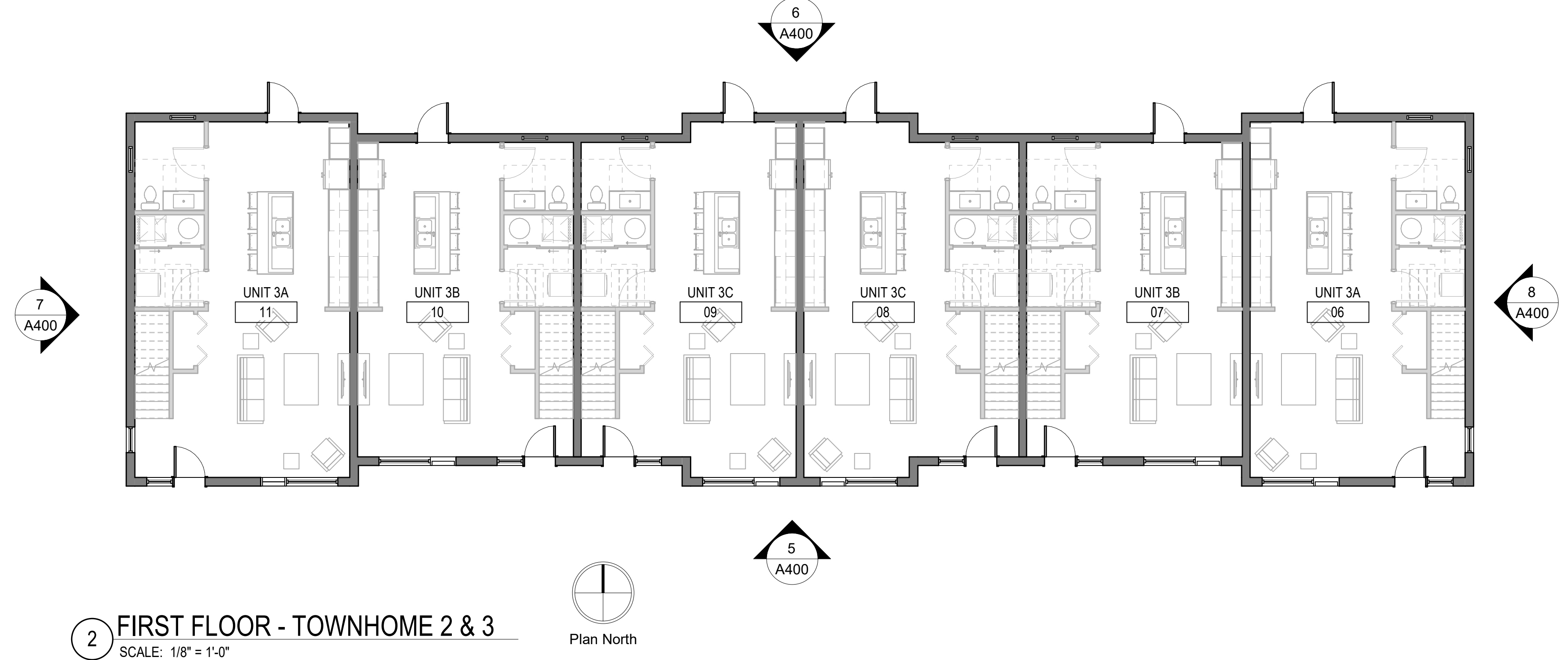
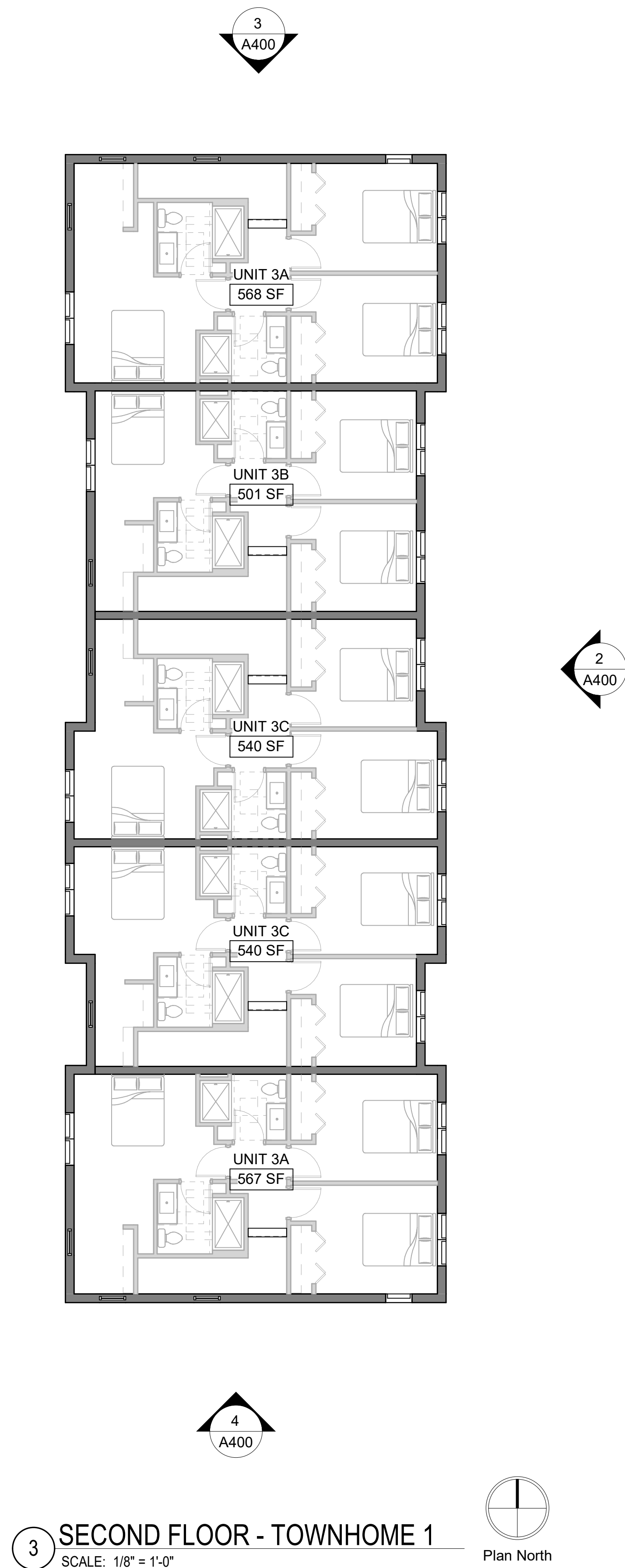
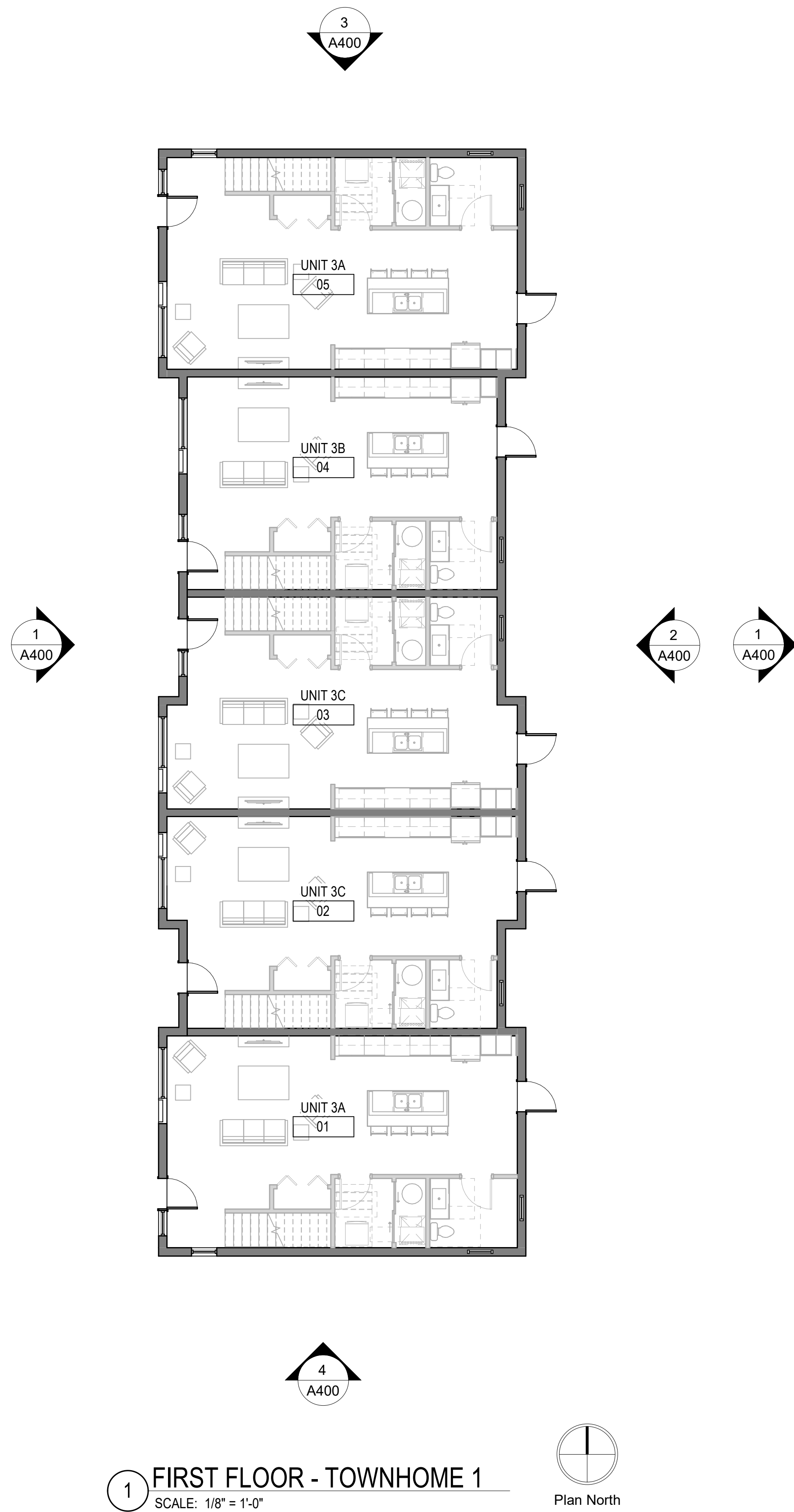
DATE: 10-02-2020

Engberg Anderson Project No. 203201.00



Schedule														
Symbol	Label	Image	QTY	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens per Lamp	Lumen Multiplier	LLF	Wattage	Polar Plot
○ □	2		10	SIGNIFY GARDCO	ECF-S-32L-1A-NW-G2-2	EcoForm Area LED ECF - Small, 32 LED's, 4000K CCT, TYPE 2 OPTIC, No Shield	(2) LEDGINE SLD LIGHT ARRAY(S) DRIVEN AT 1050mA	1	ecf-s-32l-1a-nw-g2-2.ies	13683	1	0.9	105.6	
○ □	3		5	SIGNIFY GARDCO	ECF-S-32L-1A-NW-G2-3	EcoForm Area LED ECF - Small, 32 LED's, 4000K CCT, TYPE 3 OPTIC, No Shield	(2) LEDGINE SLD LIGHT ARRAY(S) DRIVEN AT 1050mA	1	ecf-s-32l-1a-nw-g2-3.ies	13388	1	0.9	105.6	
○ □	4		11	SIGNIFY GARDCO	ECF-S-32L-1A-NW-G2-4	EcoForm Area LED ECF - Small, 32 LED's, 4000K CCT, TYPE 4 OPTIC, No Shield	(2) LEDGINE SLD LIGHT ARRAY(S) DRIVEN AT 1050mA	1	ecf-s-32l-1a-nw-g2-4.ies	14005	1	0.9	105.6	

E001



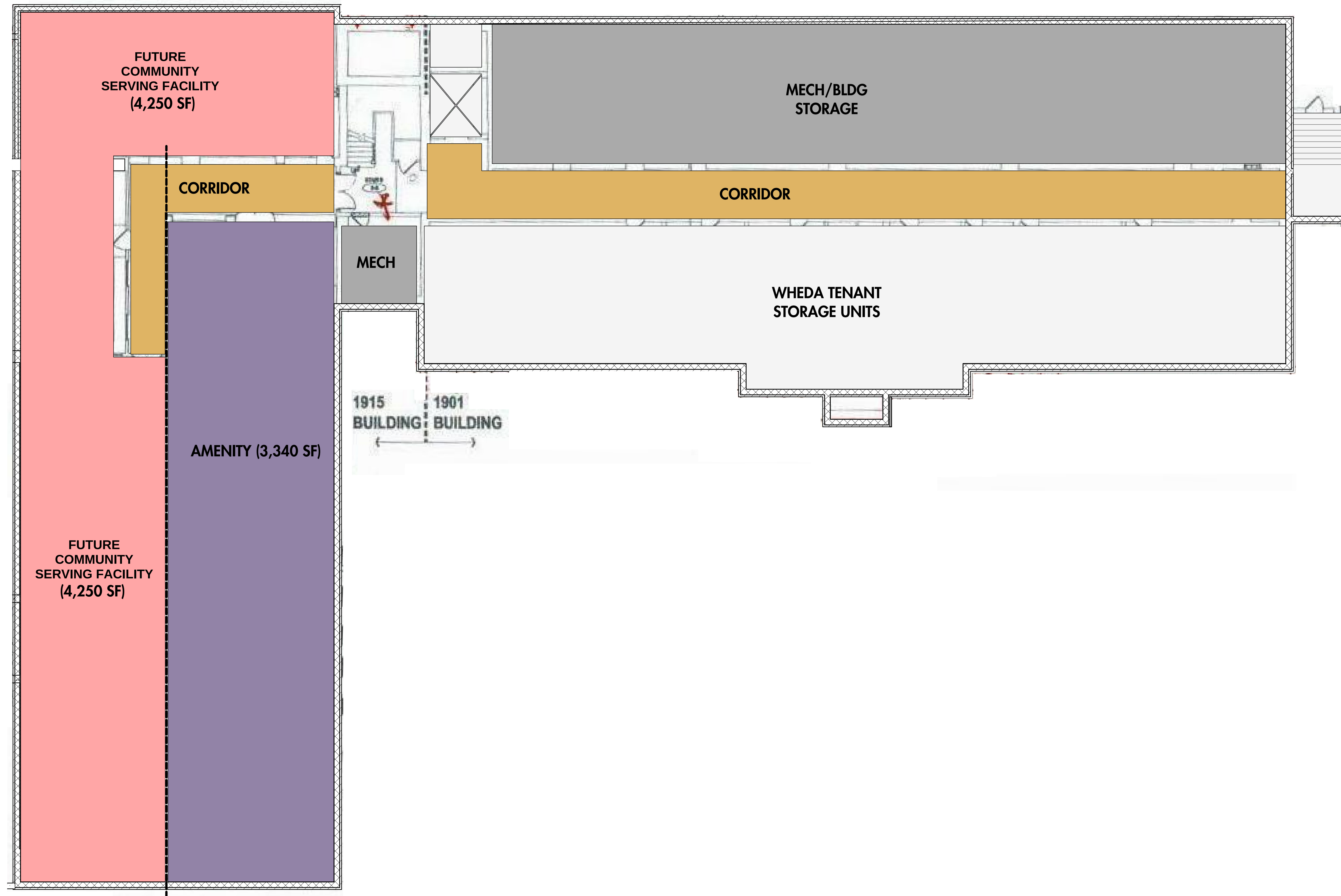
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

TOWNHOME FLOOR PLANS

SCALE: 1/8" = 1'-0"

OCTOBER 5, 2020

Engberg Anderson Project No. 203201.00



1 1901/1915 BUILDING 1 - BASEMENT
SCALE: 1/8" = 1'-0"

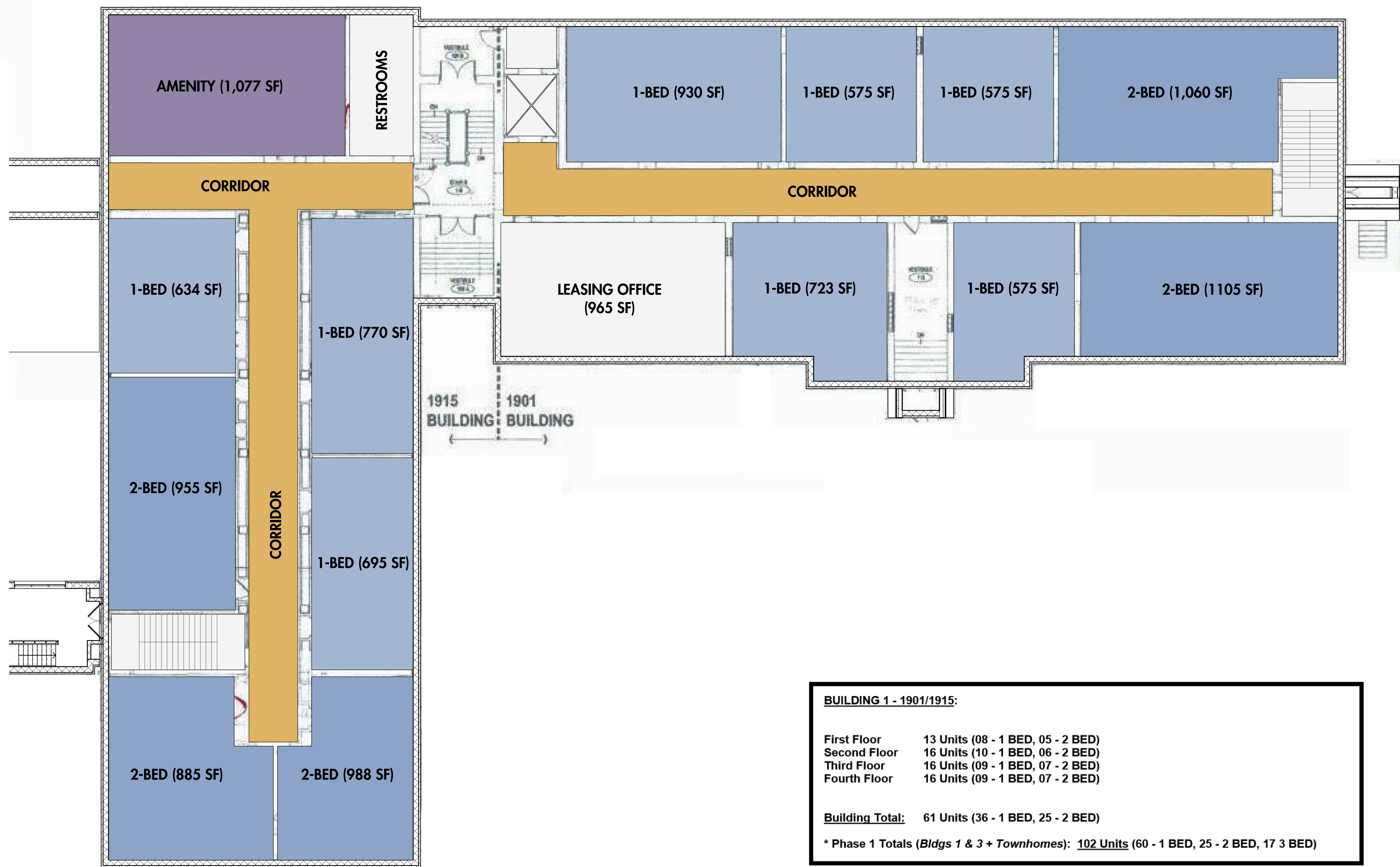
SISTERS OF ST. JOSEPH TOSF - "THE GROVE"

BUILDING 1 (1901/1915) FLOOR PLANS

SCALE: 1/8" = 1'-0"

OCTOBER 5, 2020

Engberg Anderson Project No. 203201.00



1 1901/1915 BUILDING 1 - GROUND FLOOR
SCALE: 1/8" = 1'-0"

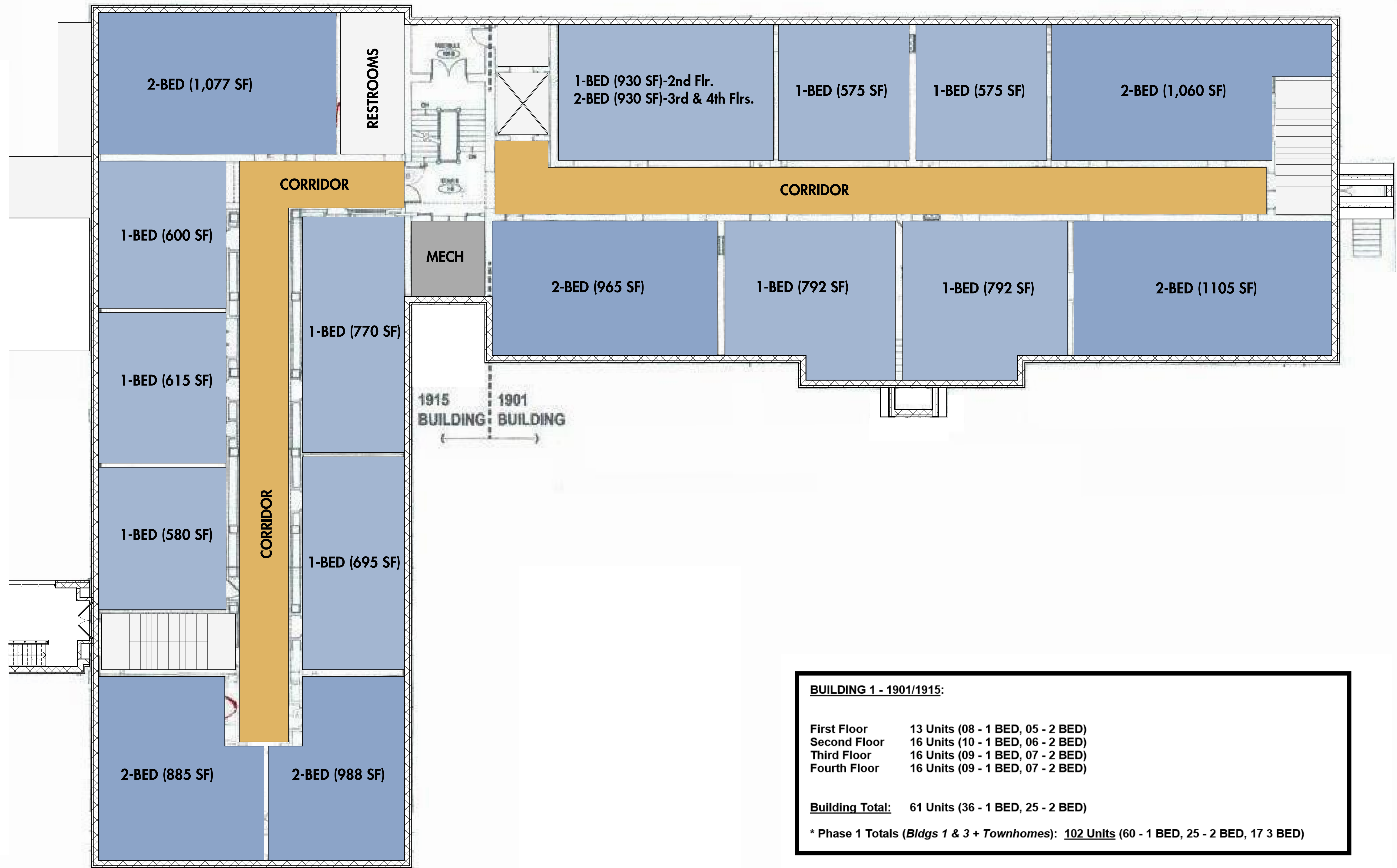
SISTERS OF ST. JOSEPH TOSF - "THE GROVE"

BUILDING 1 (1901/1915) FLOOR PLANS

SCALE: 1/8" = 1'-0"

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1 1901/1915 BUILDING 1 - SECOND THRU FOURTH FLOORS
SCALE: 1/8" = 1'-0"

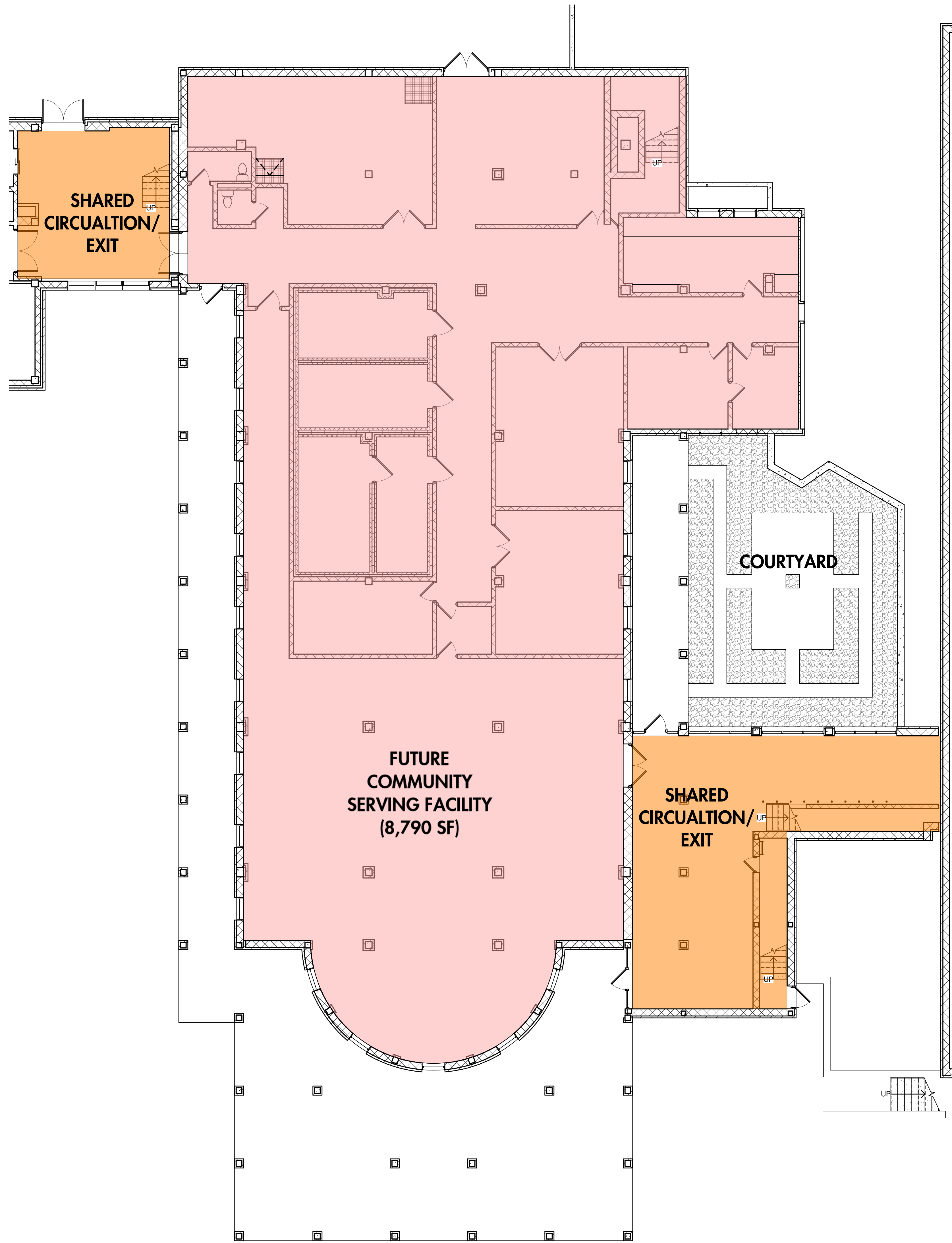
SISTERS OF ST. JOSEPH TOSF - "THE GROVE"

BUILDING 1 (1901/1915) FLOOR PLANS

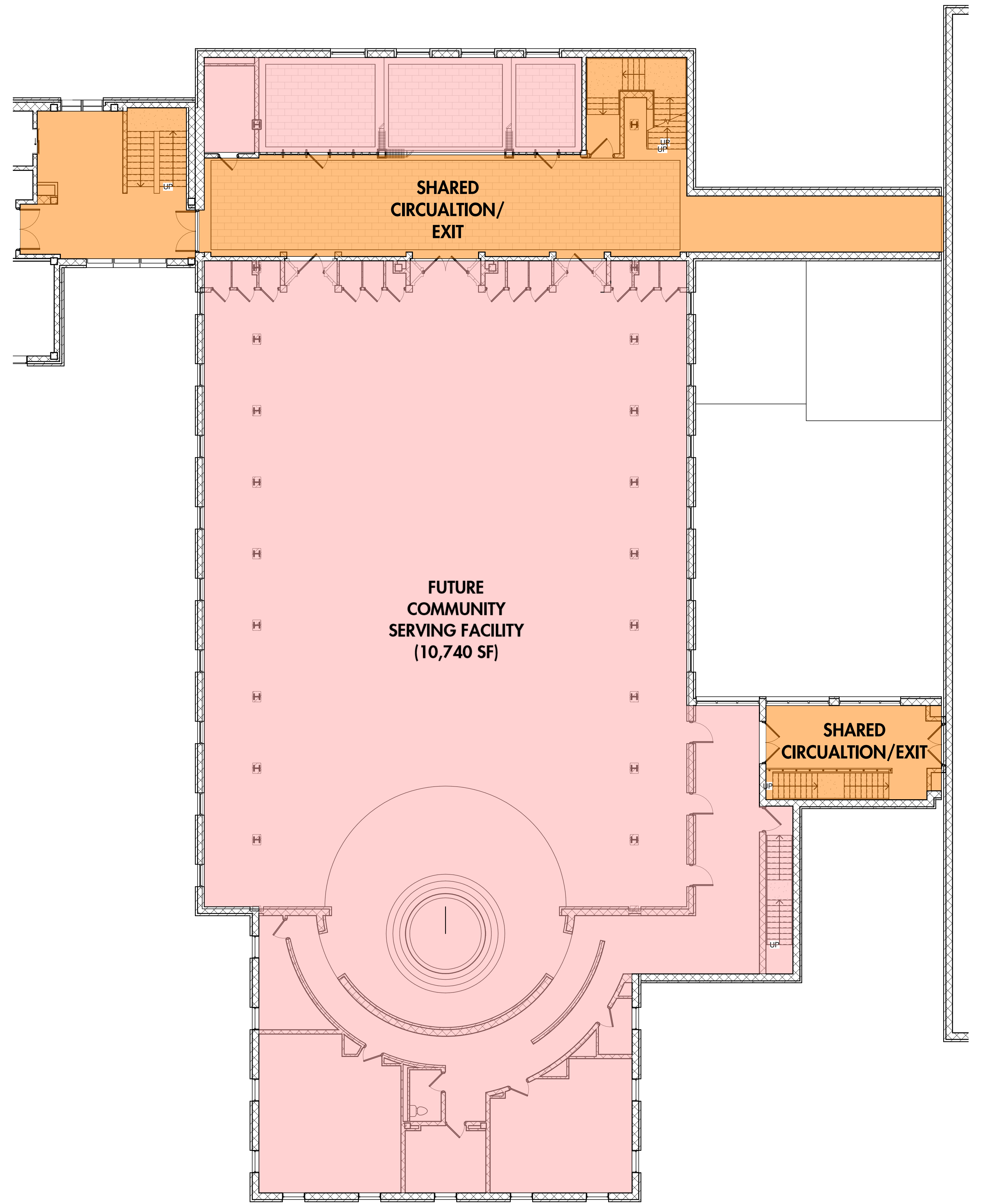
SCALE: 1/8" = 1'-0"

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2 1964 CHAPEL BUILDING 2 - GROUND FLOOR
SCALE: 1/8" = 1'-0"



1 1964 CHAPEL BUILDING 2 - FIRST FLOOR
SCALE: 1/8" = 1'-0"

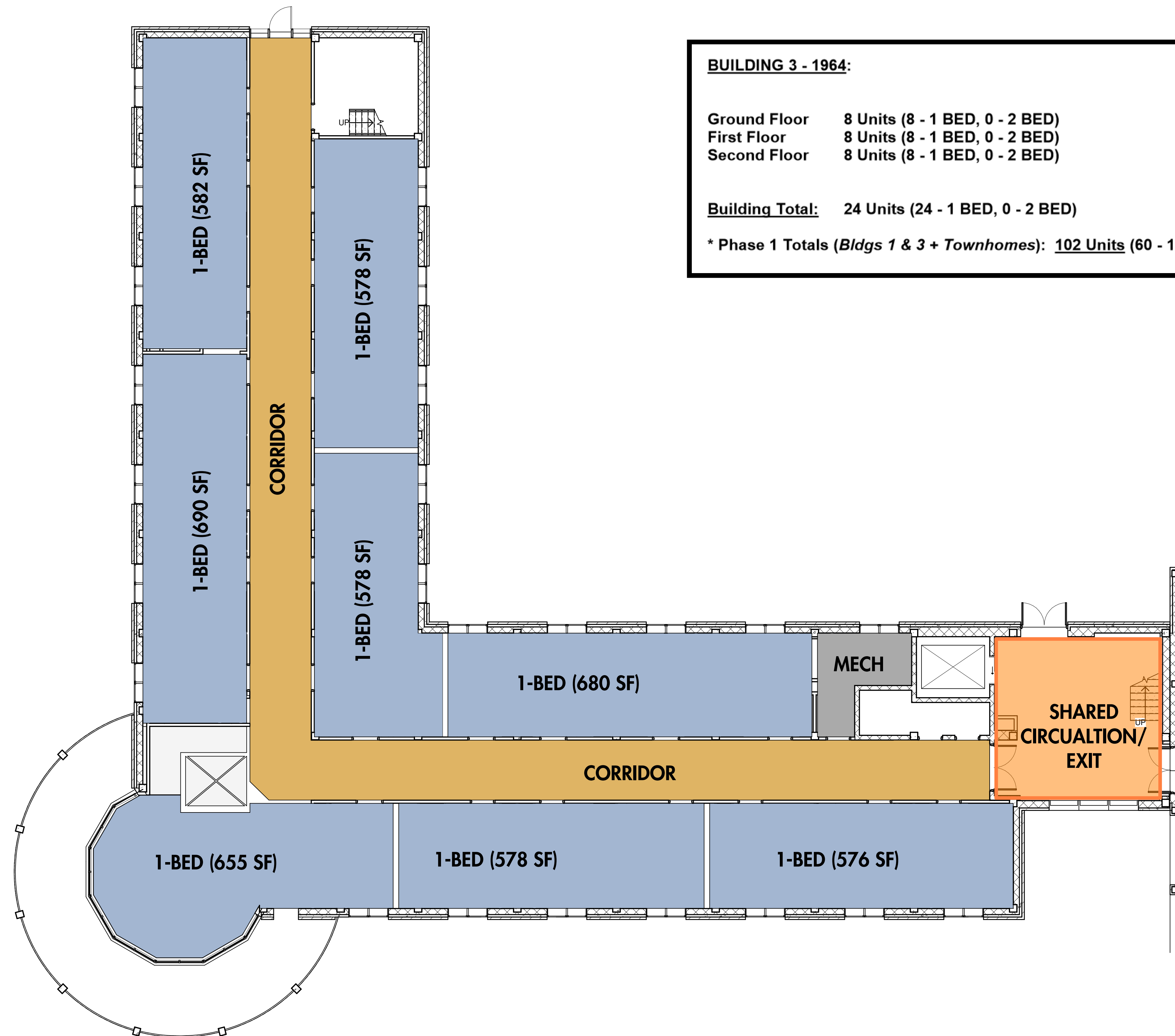
SISTERS OF ST. JOSEPH TOSF - "THE GROVE"

BUILDING 2 (1964 CHAPEL) FLOOR PLANS

SCALE: 1/8" = 1'-0"

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1 1964 BUILDING 3 - GROUND FLOOR THRU SECOND FLOOR
SCALE: 1/8" = 1'-0"

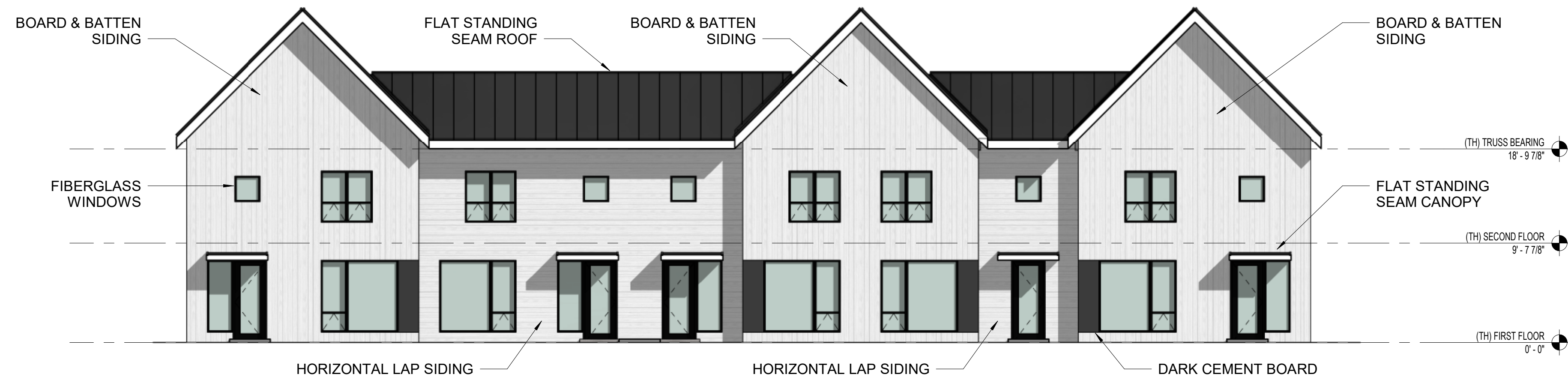
SISTERS OF ST. JOSEPH TOSF - "THE GROVE"

BUILDING 3 (1964) FLOOR PLANS

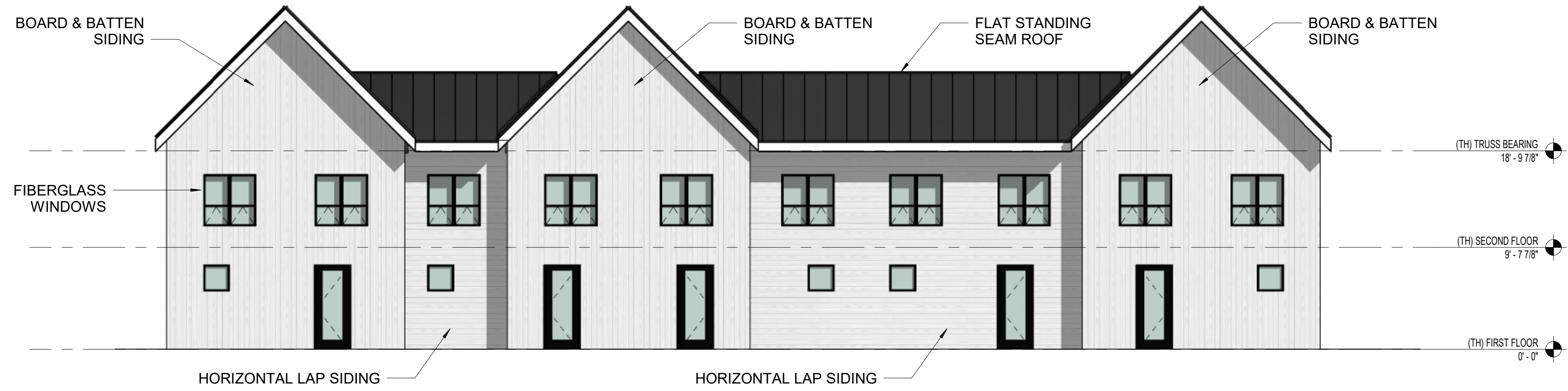
SCALE: 1/8" = 1'-0"

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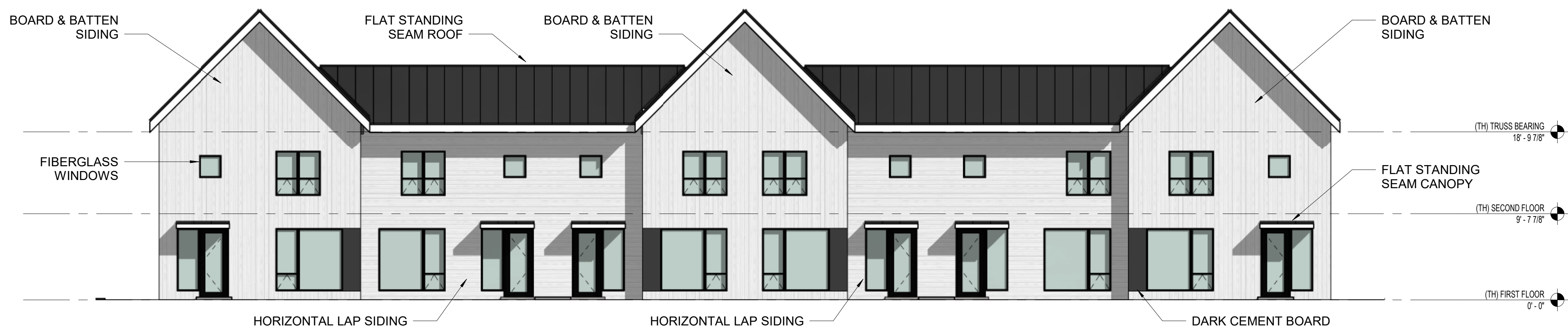
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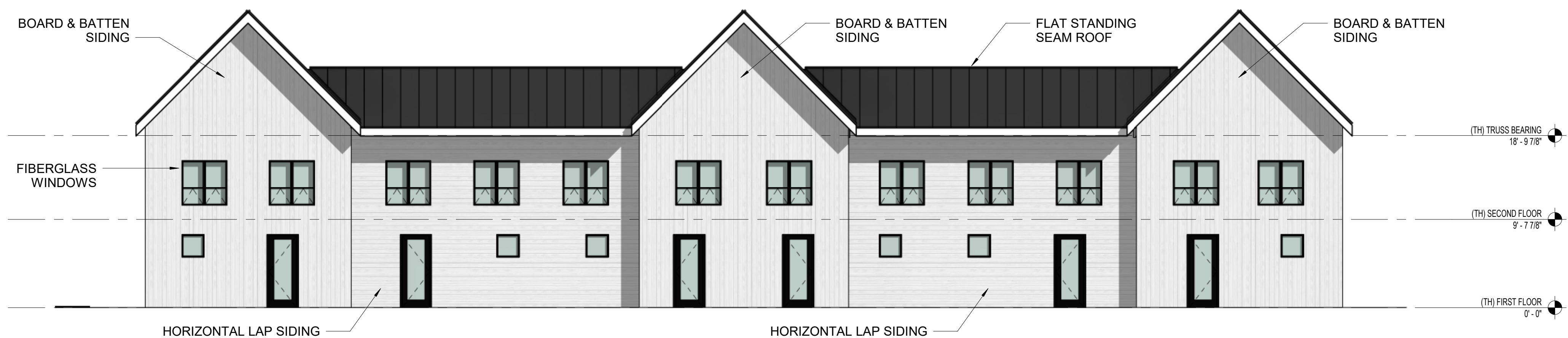
1 WEST ELEVATION - TOWNHOME 1
SCALE: 1/8" = 1'-0"



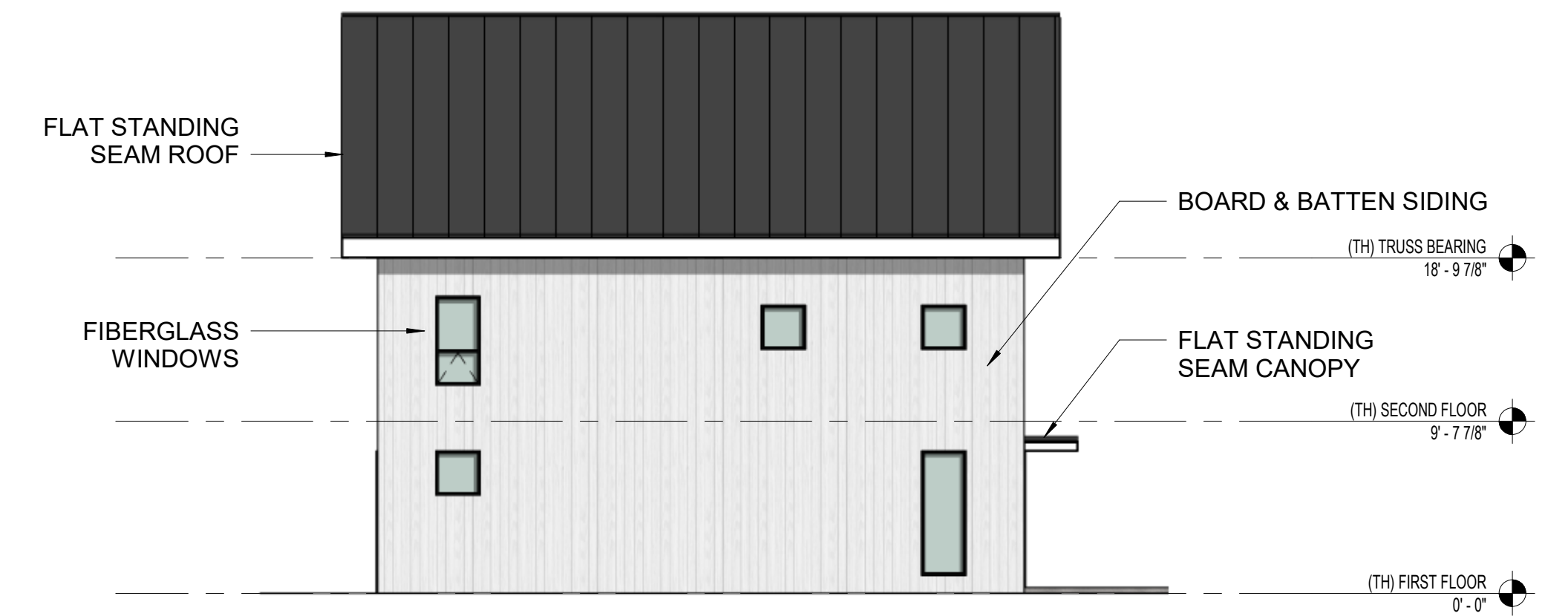
2 EAST ELEVATION - TOWNHOME 1
SCALE: 1/8" = 1'-0"



5 SOUTH ELEVATION - TOWNHOME 2 & 3
SCALE: 1/8" = 1'-0"



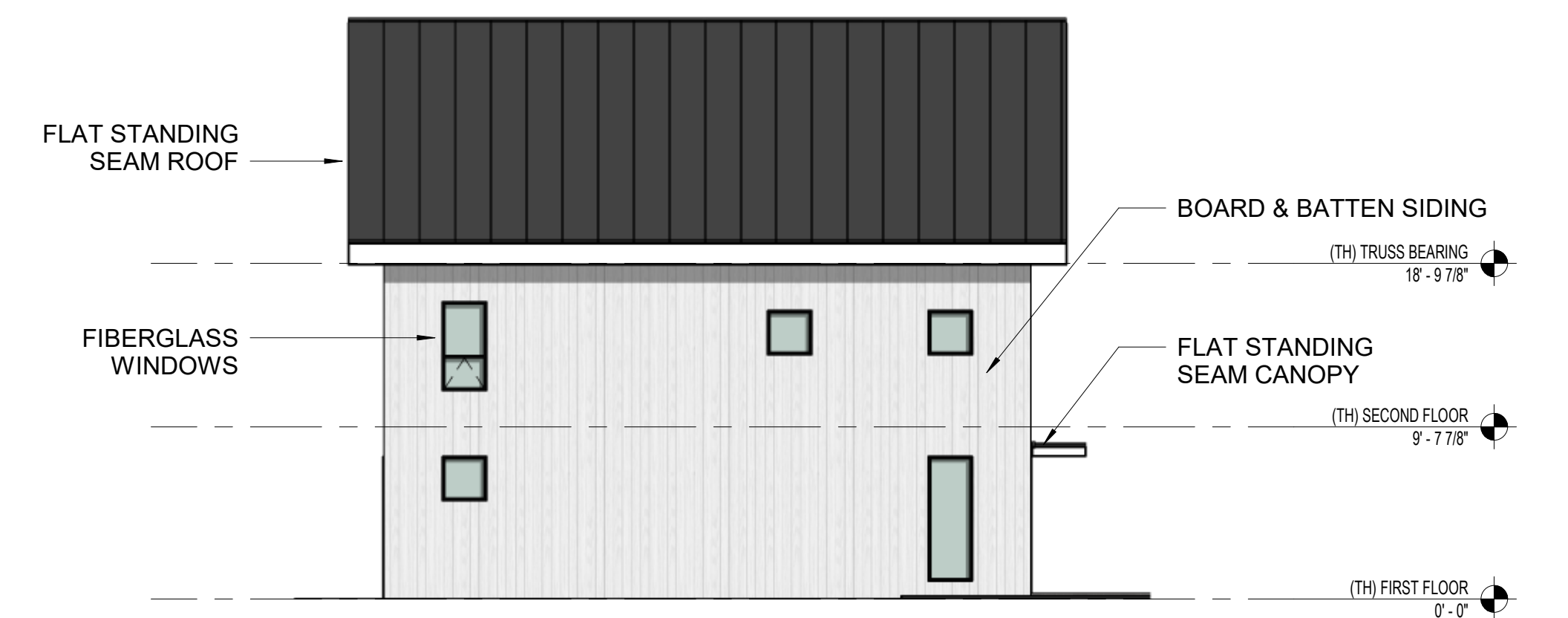
6 NORTH ELEVATION - TOWNHOME 2 & 3
SCALE: 1/8" = 1'-0"



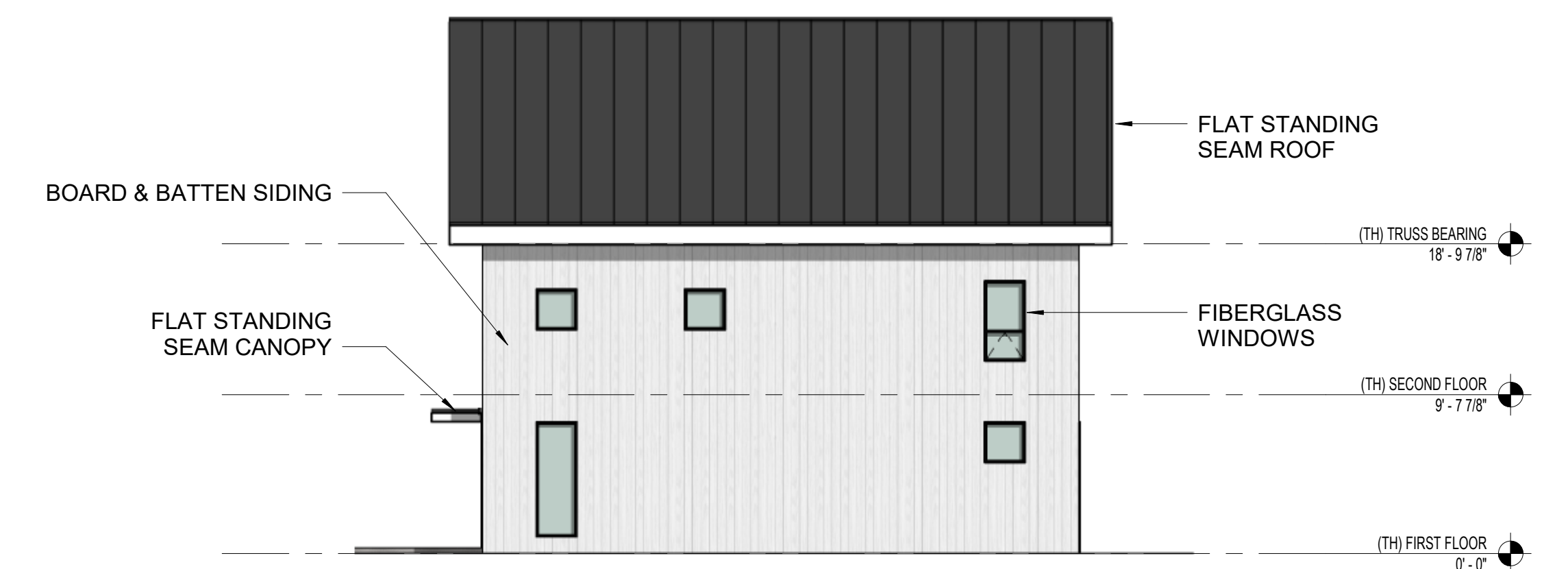
3 NORTH ELEVATION - TOWNHOME 1
SCALE: 1/8" = 1'-0"



4 SOUTH ELEVATION - TOWNHOME 1
SCALE: 1/8" = 1'-0"



7 WEST ELEVATION - TOWNHOME 2 & 3
SCALE: 1/8" = 1'-0"



8 EAST ELEVATION - TOWNHOME 2 & 3
SCALE: 1/8" = 1'-0"

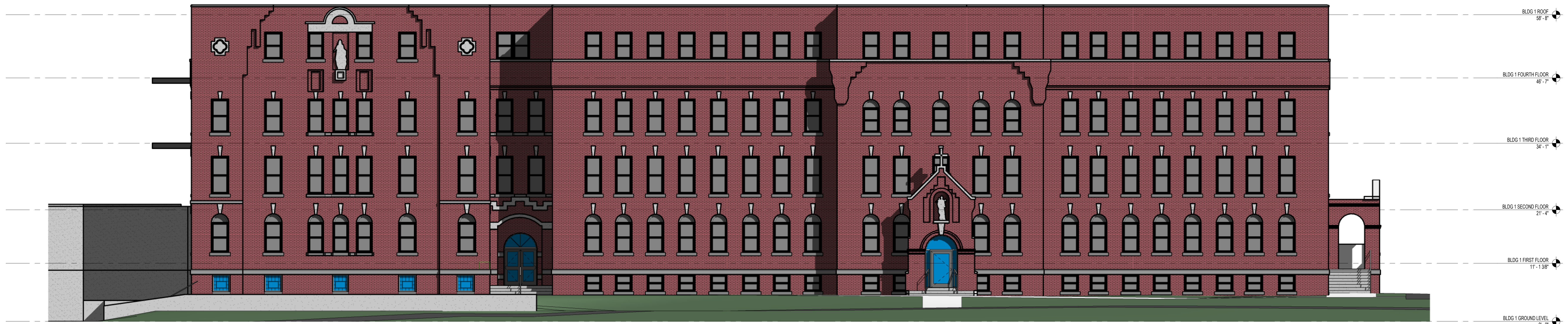
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

TOWNHOME ELEVATIONS

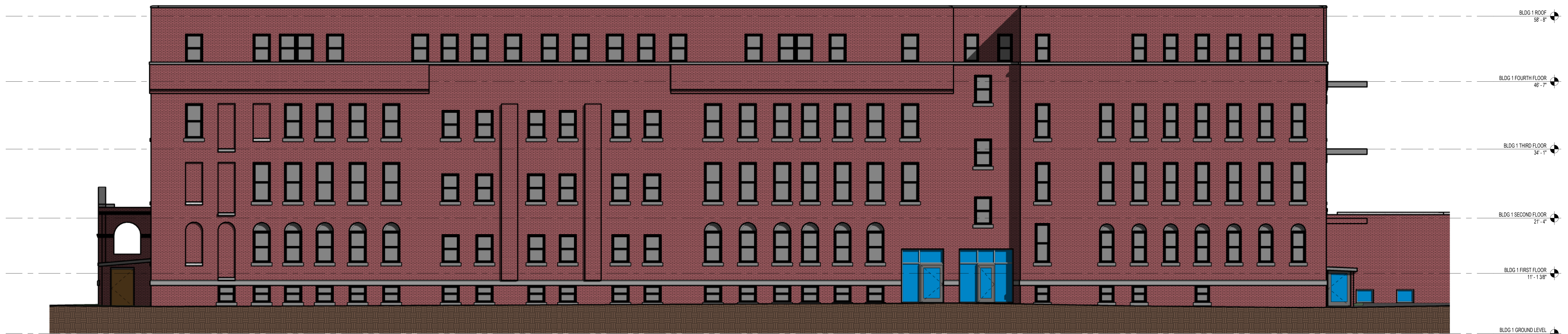
SCALE: 1/8" = 1'-0"

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1 SOUTH ELEVATION - BUILDING 1
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION - BUILDING 1
SCALE: 1/8" = 1'-0"



3 EAST ELEVATION - BUILDING 1
SCALE: 1/8" = 1'-0"



4 WEST ELEVATION - BUILDING 1
SCALE: 1/8" = 1'-0"

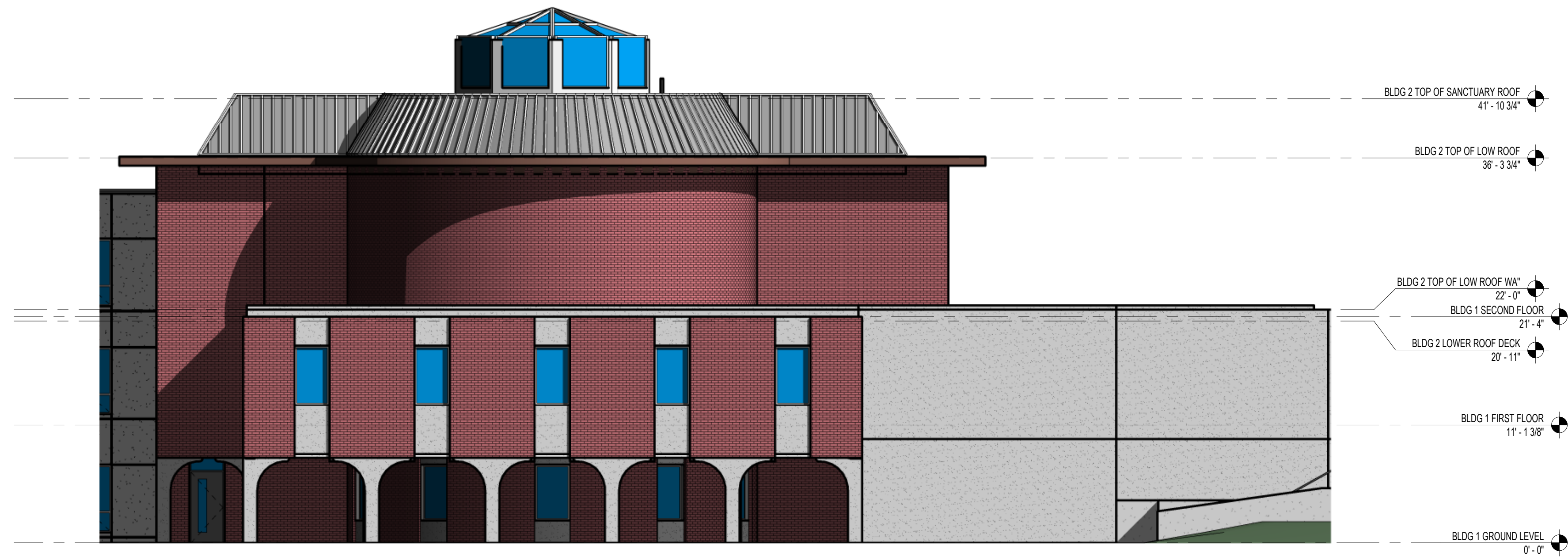
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

EXTERIOR ELEVATIONS - BUILDING 1

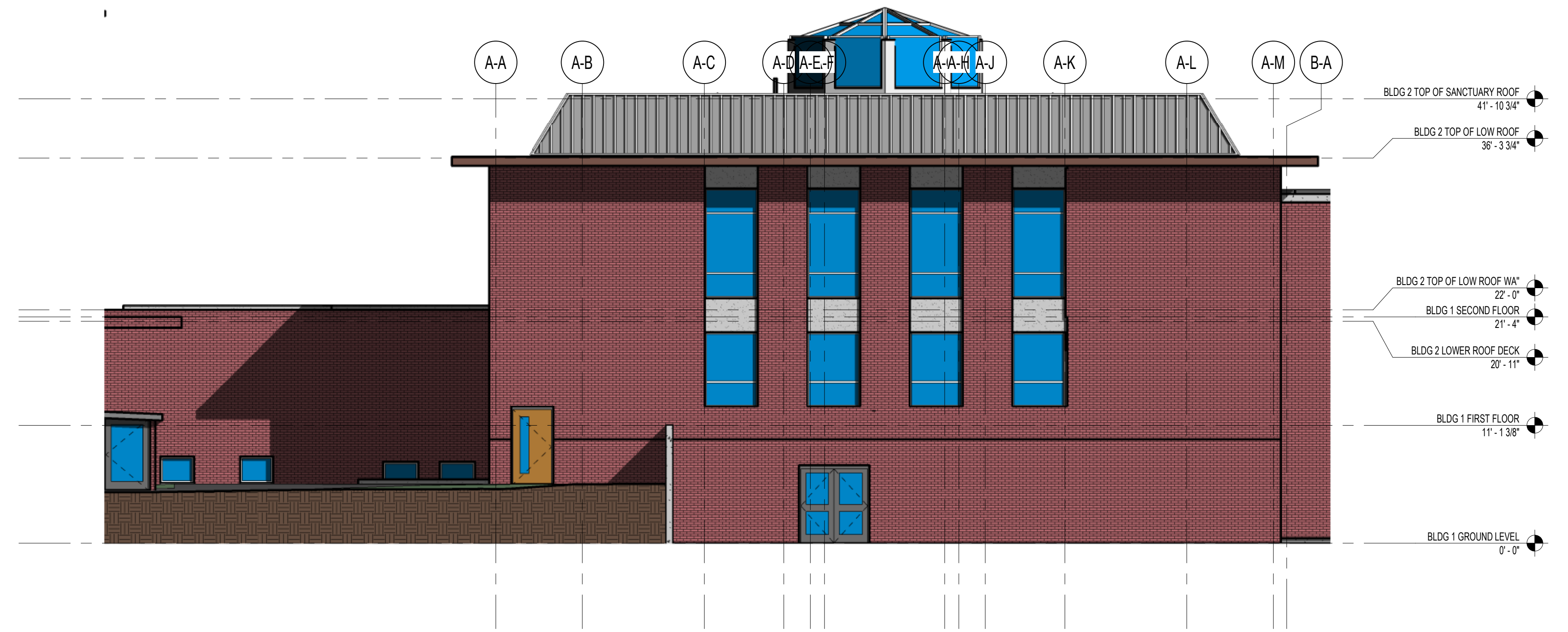
SCALE: 1/8" = 1'-0"

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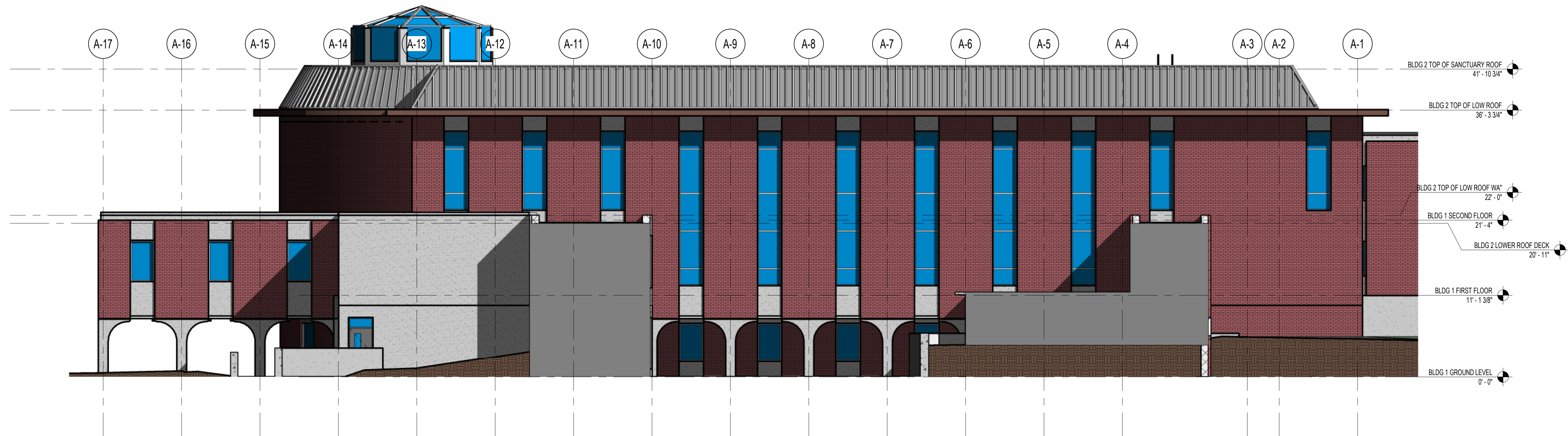
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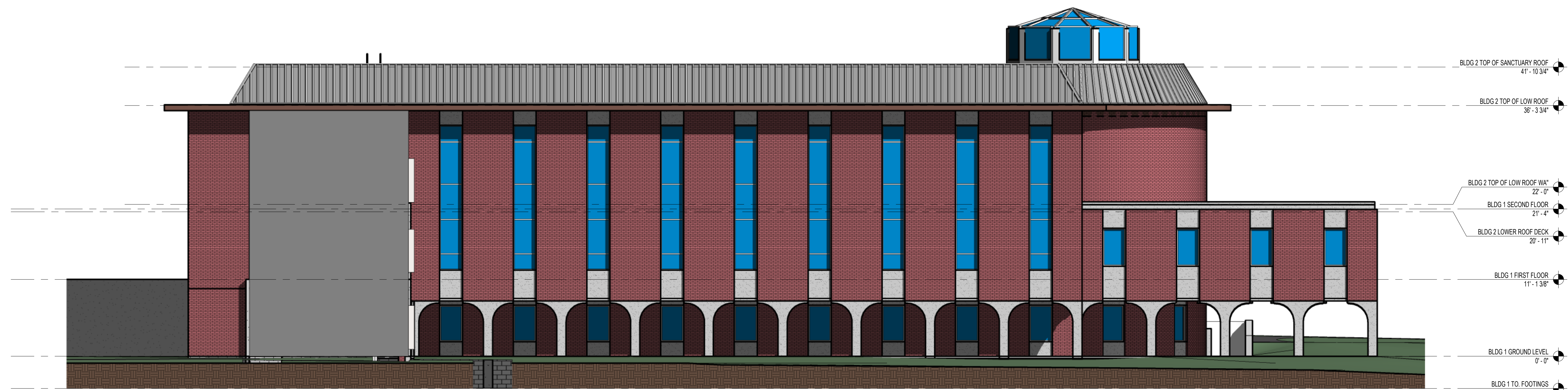
1 SOUTH ELEVATION - BUILDING 2
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION - BUILDING 2
SCALE: 1/8" = 1'-0"



3 EAST ELEVATION - BUILDING 2
SCALE: 1/8" = 1'-0"



4 WEST ELEVATION - BUILDING 2
SCALE: 1/8" = 1'-0"

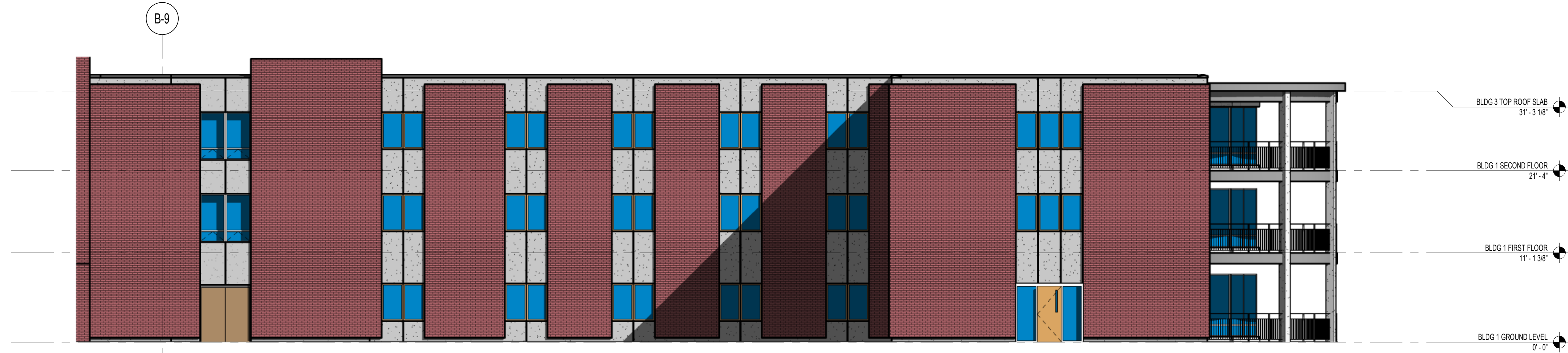
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

EXTERIOR ELEVATION - BUILDING 2

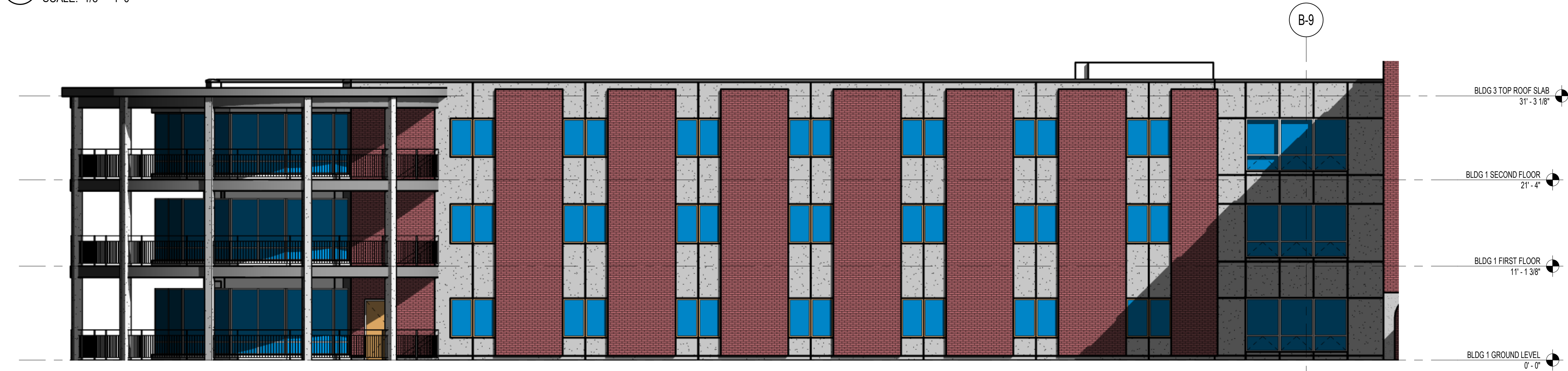
SCALE: 1/8" = 1'-0"

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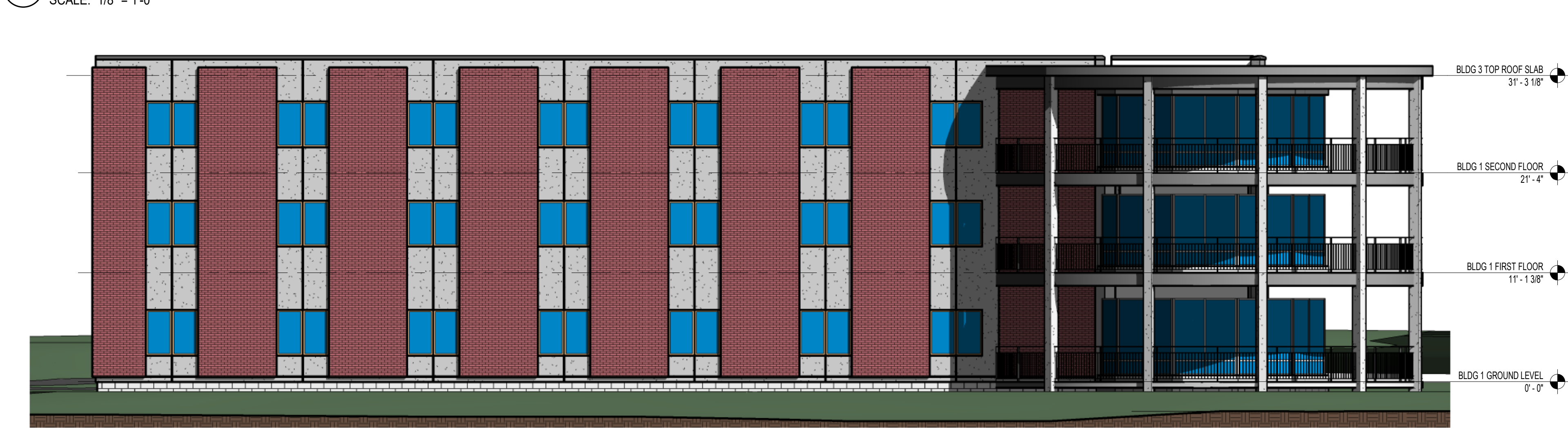
Engberg Anderson Project No. 203201.00



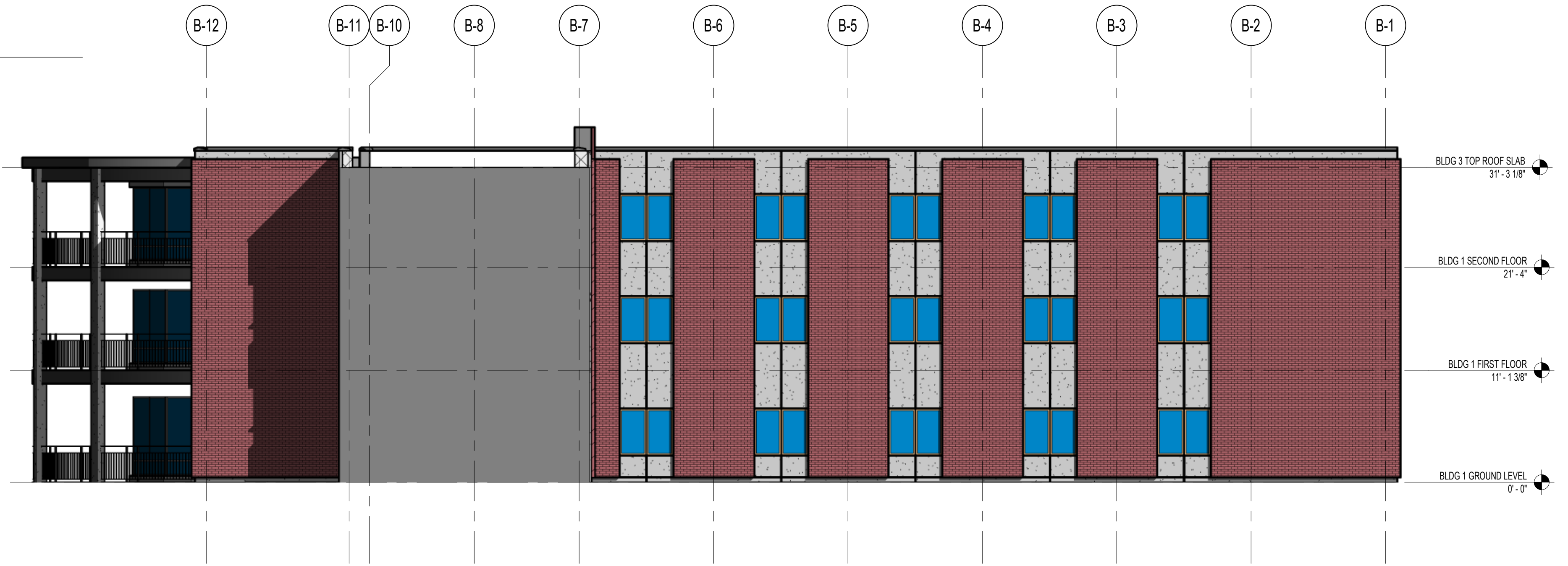
1 NORTH ELEVATION - BUILDING 3
SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION - BUILDING 3
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION - BUILDING 3
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION - BUILDING 3
SCALE: 1/8" = 1'-0"



SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: PROPOSED TOWNHOMES - VIEW LOOKING TO THE EAST AT TOWNHOMES BUILDINGS

SCALE: N/A

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A500A



SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: PROPOSED TOWNHOMES - VIEW LOOKING AT 6-UNIT TOWNHOME BUILDING

SCALE: N/A

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A500B



SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: PROPOSED TOWNHOMES - VIEW LOOKING AT 5-UNIT TOWNHOME BUILDING

SCALE: N/A

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A500C



SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: PROPOSED TOWNHOME & EXISTING HISTORIC STRUCTURES - SOUTHEAST AERIAL VIEW

SCALE: N/A

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SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: PROPOSED TOWNHOME & EXISTING HISTORIC STRUCTURES - NORTHWEST AERIAL VIEW

SCALE: N/A

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SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: EXISTING HISTORIC STRUCTURES - SOUTHEAST VIEW

SCALE: N/A

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SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: EXISTING HISTORIC STRUCTURES - SOUTH-CENTRAL VIEW

SCALE: N/A

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SISTERS OF ST JOSEPH TOSF - "THE GROVE"

COLORED RENDERINGS: EXISTING HISTORIC STRUCTURES - SOUTHWEST VIEW

SCALE: N/A

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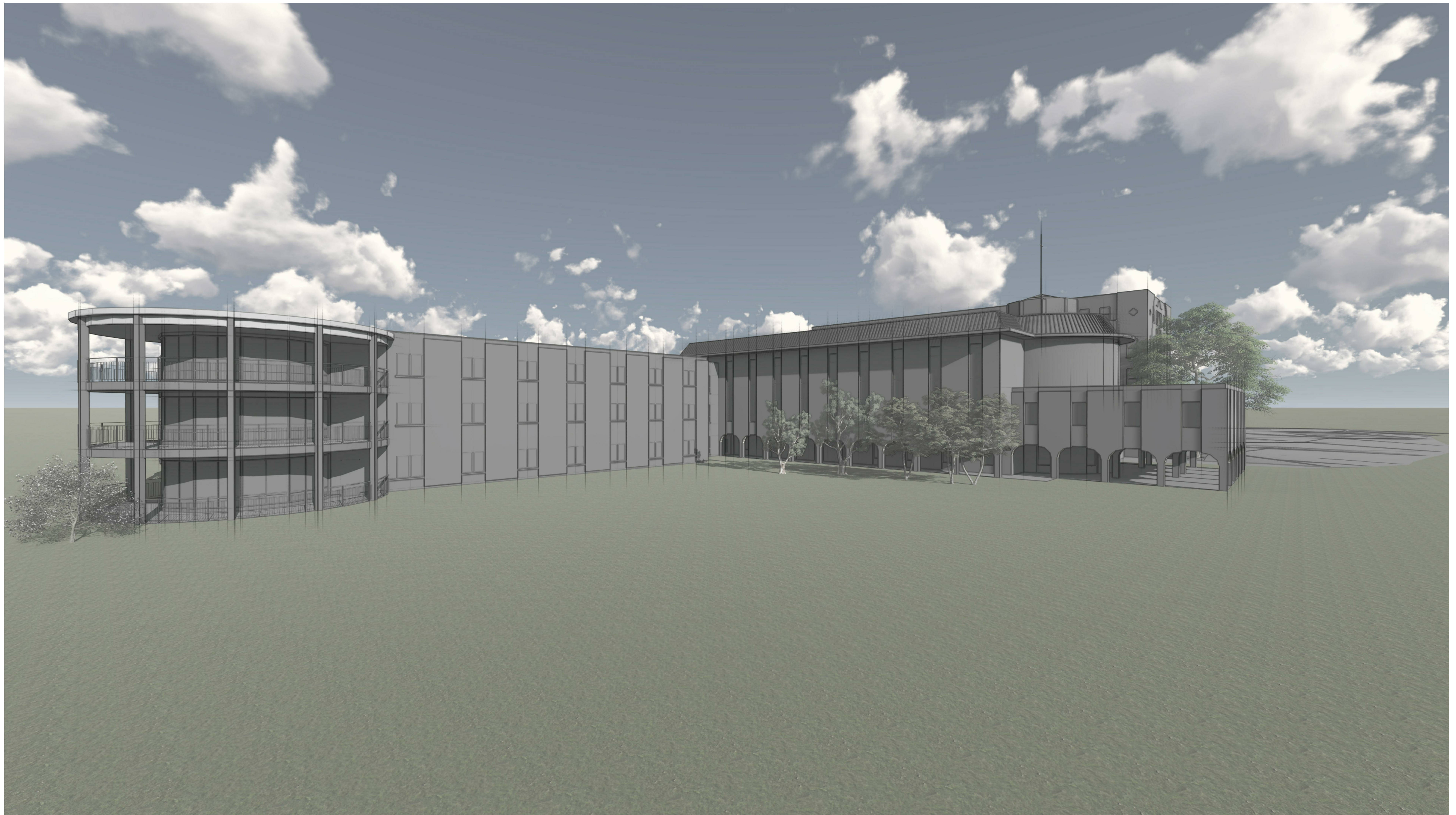
SISTERS OF ST JOSEPH TOSF - "THE GROVE"

MONOCHROME RENDERINGS: EXISTING HISTORIC STRUCTURES - SOUTH-CENTRAL VIEW

SCALE: N/A

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SISTERS OF ST JOSEPH TOSF - "THE GROVE"

MONOCHROME RENDERINGS: EXISTING HISTORIC STRUCTURES - SOUTHWEST VIEW

SCALE: N/A

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