

REPORT OF CITY PLAN COMMISSION

June 1, 2020 – 6:00 PM
Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Director Kremer, Associate Planner/Zoning Administrator Kuhn, City Attorney Beveridge, Chief Finn, Secretary Mohr, Alderperson Jennings, Alderperson Zarazua, Alderperson Johnson, Alderperson Dalton, Alderperson Fishler, Alderperson Morrow, Bob Finn, Bob Woehr, Dan Derezinski, , Cathy Derezinski, David Lewis, Amanda Lewis, Ginger Keymer, Mark Rusch, Mihir Sangani, Troy Aeby, Herman Lassa, Kathleen Morey, Dan Pierre, Les Dobbe, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the May 4, 2020 meeting of the Plan Commission
3. Public hearing and action on a request from Mihir Sangani, representing NM Equities, LLC (dba Knights Inn) for a Conditional Use Permit to operate a partial multiple-dwelling complex within units 31 – 42 of the subject property consistent with Ch. 23.02(2)(d)(2)(a) at the premise of 3421 Church Street (Parcel ID 281230804301420).
4. Public hearing and action on a request from Daniel Derezinski for a Conditional Use Permit to construct a front porch setback 15’ 6” from the Franklin Street Right of Way under the Traditional Neighborhood Overlay Zoning District consistent with Ch. 23.02(1)(h)(1.1)(3) at the premise of 516 Franklin Street (Parcel ID 281240830402310).
5. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a gymnasium/lunchroom addition and enclosing an existing overhang at the premise of 600 Maria Drive (Parcel ID 281240829230042) also known as Madison Elementary School.
6. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a lunchroom/kitchen addition at the premise of 1800 East Avenue (Parcel ID 281240832400210) also known as Jefferson Elementary School.
7. Public Hearing and action on a request from David Lewis (applicant) on behalf of Aeby Family Limited Partnership (Troy Aeby, registered agent), to rezone the property at 3041 Michigan Avenue (Parcel ID 281230804202026) from “B-4” Commercial to “M-1” Light Industrial.
8. Public Hearing and action on a request from James Jakusz for a Conditional Use Permit to construct four duplexes (8 total units) consistent with Ch. 23.01(13)(f) wherein there is proposed to be more than one principal structure on one parcel. The premises is an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027)
9. Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends

Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use.

10. Request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel ID 281230801210006 and 281230801120003).
 11. Request from the City of Stevens Point for a site plan review for proposed improvements to Emmerson Park (Parcel ID 281240832103401) consistent with WI Stats. §62.23(5).
 12. Request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405)
 13. May, 2020 Monthly Report
 14. Staff Update
 15. Adjourn.
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1. Roll call.

Roll called at 6:03 PM.

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

Introduction of new Associate Planner/Zoning Administrator Kuhn, whom provided opening remarks and some personal and educational background information.

Discussion and possible action on the following:

2. Report of the May 4, 2020 meeting of the Plan Commission

Motion by Commissioner Cooper to approve the report of the May 4, 2020 meeting Plan Commission; seconded by Commissioner Haines.

Motion carried 7-0.

3. Public hearing and action on a request from Mihir Sangani, representing NM Equities, LLC (dba Knights Inn) for a Conditional Use Permit to operate a partial multiple-dwelling complex within units 31 – 42 of the subject property consistent with Ch. 23.02(2)(d)(2)(a) at the premise of 3421 Church Street (Parcel ID 281230804301420).

Director Kernosky provided a summary of the request and briefly explained that staff had been working with Knights Inn and Point Motel to bring the property into compliance regarding partial use of the property for long-term housing, and in meeting building code standards. After reviewing site details and findings, staff recommended approval with conditions outlined in the staff report, and specifically highlighted the requirement to meet all building code requirements due to the change in occupancy.

Commissioners made the following comments:

1. Inquiry of potentially requiring additional landscaping to the site.
2. Inquiry to how many total units existed beyond the ones being utilized for transient use, to which staff stated 60 units.

Mayor Wiza reviewed procedural rules for public hearings.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Director Kernosky reviewed potential options and limitations for adding landscaping requirements to the site, both procedurally and psychically on the site.

Motion by Alderperson Kneebone to amend the conditions of approval to add the following:

1. The applicant shall work with City staff to incorporate landscaping on the property in accordance with current zoning guidelines.

seconded by Commissioner Haines.

Motion carried 7-0.

Motion by Commissioner Hoppe to approve the request from Mihir Sangani, representing NM Equities, LLC (dba Knights Inn) for a Conditional Use Permit to operate a partial multiple-dwelling complex within units 31 – 42 of the subject property consistent with Ch. 23.02(2)(d)(2)(a) at the premise of 3421 Church Street (Parcel ID 281230804301420) with the following:

1. The property owner shall hire an architect or engineer and submit plans as a result of the change in occupancy for review to either:
 - a. The City of Stevens Point if the area that is changing occupancy is under 100,000 cubic feet, or
 - b. The State of Wisconsin Department of Safety and Professional Services if the area changing occupancy is greater than 100,000 cubic feet.
2. All applicable building permits shall be applied for and obtained prior to commencement of construction.
3. Staff shall have the authority to approve minor changes to the site plan.
4. The Conditional Use Permit shall be reviewed within 12 months, by July 1, 2021 upon which Community Development staff shall have the authority to approve the use to continue. If staff determines any conditions of approval or standards of review have been jeopardized, the use may be further reviewed by the Plan Commission and Common Council.
5. The applicant shall work with City staff to incorporate landscaping on the property in accordance with current zoning guidelines.

seconded by Commissioner Arntsen.

Roll Call:

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

Nays:

Motion carried 7-0.

4. Public hearing and action on a request from Daniel Derezinski for a Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street Right of Way under the Traditional Neighborhood Overlay Zoning District consistent with Ch. 23.02(1)(h)(1.1)(3) at the premise of 516 Franklin Street (Parcel ID 281240830402310).

Director Kernosky provided a summary of the request to construct a front porch with reduced front-yard setbacks. The proposed porch, due to it being roofed, was considered a part of the main dwelling and subject to the 25-foot setback, however due to being within the Traditional Neighborhood District zoning

overlay, the setback could be reduced to 12 feet with approval of the conditional use permit. After review, staff found that the proposed would not be detrimental to the neighborhood, had no outstanding concerns, and recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Bob Woehr (727 Second St) summarized prepared testimony, citing concerns with occupancy and spoke against allowing the reduced setbacks due to the duplex nature of the property.

Aldersperson Jennings (District One) spoke in favor of the request and in restoring homes to single family use.

Aldersperson Zarazua (District Four) spoke in favor of the request and in restoring the home.

Dan Derezhinski (516 Franklin St), applicant, provided a brief history of the dwelling's ownership, explaining that the house had been in their family for decades, and recalled the existence of an original wrap-around porch. The applicants intended to continue living at the property. Lastly, they noted that they wouldn't be any closer to the sidewalk than the surrounding properties.

Mayor Wiza declared the public hearing closed.

Director Kernosky noted that staff did not share similar concerns regarding occupancy use and cautioned about limiting occupancy type to the dwelling due to the residence being in the R-3 zoning district, in which the use was appropriate.

Mayor Wiza spoke in favor of the request, adding that it would improve the aesthetic of the neighborhood.

Commissioner Haines questioned why they would not want to allow such improvements to occur to duplexes if they were already within the Traditional Neighborhood District overlay, and questioned whether they needed to address it in the future.

Director Kernosky noted that the conversation would be worth having, adding that the TND overlay contained R-3 zoned properties which allowed for single and two-family uses.

Motion by Mayor Wiza to approve the request from Daniel Derezhinski for a Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street Right of Way under the Traditional Neighborhood Overlay Zoning District consistent with Ch. 23.02(1)(h)(1.1)(3) at the premise of 516 Franklin Street (Parcel ID 281240830402310) 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 Aldersperson Kneebone.

Roll Call:

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

Nays:

Motion carried 7-0.

5. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a gymnasium/lunchroom addition and enclosing an existing overhang at the premise of 600 Maria Drive (Parcel ID 281240829230042) also known as Madison Elementary School.

Director Kernosky summarized the request to construct a gymnasium and lunchroom addition, as well as to

implement office and main entrance improvements for security purposes. After summarizing findings, staff held no additional concerns and found the request to be appropriate. Approval with conditions outlined in the staff report was recommended.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Cooper to approve the request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a gymnasium/lunchroom addition and enclosing an existing overhang at the premise of 600 Maria Drive (Parcel ID 281240829230042) also known as Madison Elementary School with the following:

- 1. All applicable building permits shall be applied for and obtained prior to commencement of construction.**
- 2. All exterior façade improvements must match or complement the existing structure.**
- 3. Staff shall have the authority to approve minor changes to the site plan.**

seconded by Commissioner Haines.

Roll Call:

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

Nays:

Motion carried 7-0.

6. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a lunchroom/kitchen addition at the premise of 1800 East Avenue (Parcel ID 281240832400210) also known as Jefferson Elementary School.

Director Kernosky summarized the request for a cafeteria and kitchen facility addition to the west side of Jefferson Elementary School, noting the intent to separate the existing shared location for student lunches and physical education. While the proposed addition would be 4.4 feet from Wyatt Avenue's right-of-way, the Zoning Code allowed reduced setbacks for public facilities so long as it didn't negatively impact the area. After reviewing the site overview, renderings, and findings, staff had no further concerns and recommended approval with the conditions outlined within the staff report.

Commissioners made the following comments:

1. Inquiry on whether the existing driveway would remain and become a loading dock, to which staff stated that a loading dock would be added for Wyatt Avenue to serve the kitchen facilities, also known as the area historically used for bus parking and as an emergency access to the playground.
2. Inquiry as to whether the removed landscaping would be replaced, to which staff stated that there would be no replacement of landscaping, but they would be redoing the playground with an impervious surface. It was noted that the applicant was available for further questions.
3. Inquiry on where the existing dumpsters would be located.

Mayor Wiza declared the public hearing open.

Alderperson Johnson (District Five) stated her support for the request, stating that the existing landscaping was not well maintained, and the architects had done a fine job with very limited space. They were unconcerned about the removal of landscaping.

Mayor Wiza declared the public hearing closed.

Dan Pierre (4941 Kirschling Ct), applicant, explained that some shrubs would be removed because of the addition, but overall the site would see improvements. The dumpsters would also be enclosed and screened per the provided site plans.

Motion by Commissioner Hoppe to approve the request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a lunchroom/kitchen addition at the premise of 1800 East Avenue (Parcel ID 281240832400210) also known as Jefferson Elementary School.

1. All applicable building permits shall be applied for and obtained prior to commencement of construction.
2. All exterior façade improvements must match or complement the existing structure.
3. That the Plan Commission and Common Council authorize a reduced setback along the Wyatt Avenue Right of Way not to be less than the existing setback of the school.
4. Staff shall have the authority to approve minor changes to the site plan.

seconded by Commissioner Arntsen.

Roll Call:

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

Nays:

Motion carried 7-0.

7. Public Hearing and action on a request from David Lewis (applicant) on behalf of Aeby Family Limited Partnership (Troy Aeby, registered agent), to rezone the property at 3041 Michigan Avenue (Parcel ID 281230804202026) from "B-4" Commercial to "M-1" Light Industrial.

Director Kernosky summarized the request to rezone 3041 Michigan Avenue from B-4 Commercial to M-1 Light Industrial, noting that the business manufactured and maintained arcade equipment which was not permitted in the B-4 District. The M-1 zoning would allow the use, and the district was intended to act as a buffer between heavy manufacturing and commercial or high-density residential uses. The property itself was already bounded by M-1, M-2, B-4, and R-2 and R-3 zoning districts. Due to the industrial type uses adjacent to the property in question, as well as the proposed use, staff did not have concerns with the proposed zoning change and noted that the change would also be consistent with the City's Comprehensive Plan. Staff recommended approval of the request.

Commissioners made the following comments:

1. Inquiry as to why a Conditional Use Permit was not pursued, noting that it could have expanded on the use rather than changing the zoning of the whole property as the rezoning opened all other potential future uses permitted under the M-1 Light Industrial zoning.

Director Kernosky indicated that staff had reviewed the possibility of a Conditional Use Permit option, but after review felt that the use would still not be permitted even conditionally.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Alderperson Kneebone to approve the request from David Lewis (applicant) on behalf of Aeby Family Limited Partnership (Troy Aeby, registered agent), to rezone the property at 3041 Michigan Avenue

(Parcel ID 281230804202026) from “B-4” Commercial to “M-1” Light Industrial; seconded by Commissioner Cooper.

Roll Call:

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

Nays:

Motion carried 7-0.

8. Public Hearing and action on a request from James Jakusz for a Conditional Use Permit to construct four duplexes (8 total units) consistent with Ch. 23.01(13)(f) wherein there is proposed to be more than one principal structure on one parcel. The premises is an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027)

Director Kernosky summarized the first phase of a multi-phase project on undeveloped property along Doolittle Drive. The first phase would consist of eight duplexes to be served by a private drive, with each unit requiring their own water and sewer line in addition to landscaping requirements. He reminded the commission that the City Council recently approved a reduced minimum density requirement for two-family dwellings. After a brief overview of the site and project renderings, staff recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Chief Finn, with the City’s Fire Department, stated that they had no further concerns, especially with the listed staff condition in place.

Commissioner Arntsen inquired on potential concerns for utilizing the adjacent lot for development, to which Director Kernosky noted that they could request an access easement to document the future utilization of that parcel to prevent any deviations.

Motion by Commissioner Arntsen to amend the conditions of approval to add the following:

1. **The applicant shall record an access easement between the two subject properties (Parcel ID 281240827230027 & 281240827230028).**

Seconded by Commissioner Kneebone.

Motioned carried 7-0.

Motion by Commissioner Cooper to approve the request from James Jakusz for a Conditional Use Permit to construct four duplexes (8 total units) consistent with Ch. 23.01(13)(f) wherein there is proposed to be more than one principal structure on one parcel. The premises is an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027) 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.**
3. **Applicant shall adjust side yard setback of the northernmost structure to meet the minimum 10’ setback requirements.**
4. **Developer shall submit private utility plans to the utility department for review and approval. Initial installation of eight (sixteen total) sewer and water stubs shall be installed to service the future development to the east of the subject property. Note: the proposed water and sewer is a**

private system and shall be continuously maintained to a high standard by the private party.

5. Developer shall enter into an utility and access easement agreement with the City to provide utility connections to the parcel consistent with fire and utility department requirements.
6. The applicant shall record an access easement between the two subject properties (Parcel ID 281240827230027 & 281240827230028).
7. Proper abandonment of the existing west sewer and water laterals shall be required consistent with utility department requirements.
8. Developer shall install one water and sewer lateral for each unit (two per building).
9. Install a fire hydrant(s) consistent with fire and utility department requirements. Staff shall have the authority to review and approve said plans.
10. The applicant shall submit detailed drawings on the private refuse location on the property, including fencing consistent with City Zoning Regulations. Staff shall have the authority to review and approve said plans.
11. Applicant shall install a stop sign at the intersection of the private driveway and Doolittle Drive consistent with City Engineering specifications.
12. Applicant shall submit a landscaping plan consistent with the City's requirements for review. If the landscaping plan meets minimum requirements, staff shall have the authority to approve said plans.
13. The applicant shall submit proper stormwater management plans to City Engineering for review and approval consistent with the City and WI-DNR regulations. Staff shall have the authority to review and approve said plans.
14. This conditional use permit is only for the subject property (PID 281240827230027). Any additional developments on adjacent or surrounding properties must be reviewed by the Zoning Administrator for consistency with the code as development occurs.
15. Private access road shall be a minimum of 20' in width to comply with NFPA 1 18.2.3.4.1.1
16. Applicant shall construct a turnaround system, approved by the fire department, able to handle the turning radius of the City's fire equipment. Per NFPA 1 18.2.3.1.4, The applicant may forgo the turnaround system only if all residences are provided with a fire suppression system in compliance with all laws, codes, and standards required for the proposed occupancy.

seconded by Commissioner Hoppe.

Roll Call:

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

Nays:

Motion carried 7-0.

9. Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use.

Director Kernosky summarized the most recent proposed ordinance amendments resulting from continued discussion from the May Plan Commission meeting. After reviewing the updated amendments, staff recommend approval as outlined per staff recommendations.

Mayor Wiza asked for comments from the audience.

Aldersperson Jennings (District One) commended staff on their recent efforts in attempting to address some issues, however even with latest adjustments they held lingering concerns with allowing Tourist Rooming Houses in any of the lower residential neighborhoods. They needed to consider that they were allowing commercial enterprises in residential neighborhoods, and the use should be more geared towards zoning issues, rather than accommodating personal preferences when bringing forward for discussion.

Mayor Wiza briefly noted that residential neighborhoods already had occurring commercial endeavor, such as home businesses.

Mayor Wiza read prepared testimony by Bill Schierl into the record which noted support for the general amendments, however still brought forward the possibility of additional zoning overlays.

Bob Woehr (727 Second St) noted that previous comments by decision makers had been made and based off personal experience, when the overall long-range impact should have been taken into consideration.

Aldersperson Kneebone asked whether they could look at regulating Tourist Room Houses as Bed and Breakfasts seeing as they were already allowed in the R-3 Zoning District, to which staff explained that while they shared a lot of similar concepts, they were regulated differently by the State and Zoning Code.

There was a brief discussion regarding the accuracy of how the current Agenda Item had been posted, and after a brief review, a confirmation was made that a notice of Public Hearing had been posted.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioner Hoppe commended staff efforts on the proposed changes and noted that they were significantly better than what had been processed previously.

Motion by Commissioner Hoppe to approve the request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use with the following:

SECTION II: That Section 23.02(1)(b)(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended to read as follows:

2) Permitted Uses

- a) Permitted uses in "C" District except truck gardening
- b) Single Family dwellings
- c) Home occupations/Professional home offices
- d) Tennis courts
- e) Churches, convents, chapels, temples, synagogues, parish or rectory houses.
- f) Fire and police stations
- g) Accessory uses
- h) Filling of property
- i) Family day care centers
- j) Tourist Rooming House where the owner permanently resides within the home/building (owner-occupied), **subject to the regulations identified within Section 23.01(13)(i) of this Zoning Code.**

SECTION III: That Section 23.02(1)(b)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional uses in "C" District except campgrounds and shooting ranges
- b) Accessory uses.
- c) Industrial pipelines
- d) Private garage intended for storage of automobiles and other personal property owned by the property owner and specifically related to a permitted residential use.
- e) Large group day care centers
- f) Public and parochial elementary schools
- g) Churches, convents, chapels, temples, synagogues, parish or rectory houses if the proposed setback does not meet overlying district standards.
- h) Infilling of building space on a property, where the current building setback is not in conformance.

~~i) Tourist Rooming House where the owner does not permanently reside within the home or building~~

SECTION IV: That Section 23.02(1)(f)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional uses in "R-3" District except single family zero lot line dwellings and except accessory buildings as a conditional use.
- b) Multiple dwellings (three units or more)
- c) Accessory uses
- d) Industrial pipelines
- e) Bed & breakfast establishments/maximum of 4 rooms/one family per room
- f) Temporary housing
- g) Rest homes, nursing homes, and homes for the aged
- h) Inn

~~i) Tourist Rooming House where the owner does not permanently reside within the home or building, subject to the regulations identified within Section 23.01(13)(ii) of this Zoning Code.~~

SECTION V: That Section 23.02(2)(a)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional Uses in "R-5" District
- b) Carry-out beer and liquor
- c) Bowling alleys
- d) One and two family dwelling units
- e) Taverns and night clubs
- f) Gas and service stations
- g) Credit Unions and Bank
- h) Accessory uses
- i) Industrial pipelines
- j) Off-premise sign/billboard
- k) Convenience food retail outlets not exceeding 3,000 square feet
- l) Car/Truck Wash
- m) Expansion of existing mini-warehouse improvements
- n) Greenhouse & Nurseries

~~o) Tourist Rooming House where the owner does not permanently reside within the home or building, subject to the regulations identified within Section 23.01(13)(ii) of this Zoning Code.~~

seconded by Commissioner Cooper.

Roll Call:

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

Nays:

Motion carried 7-0.

10. Request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel ID 281230801210006 and 281230801120003).

Director Kernosky summarized the request for phase four of the cold storage warehouse facility expansion, or approximately a 122,276 square foot addition. The addition would have a similar appearance and function as of the second and third phase expansions, and compromise majorly of freezer space. The proposed site plan was consistent with the Planned Industrial District and East Park Commerce Center, as well as the City's Comprehensive Plan in terms of development. While they were still working through some stormwater management, all other building setbacks, parking, landscaping, and other zoning requirements had been met.

Motion by Commissioner Arntsen to approve the request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel ID 281230801210006 and 281230801120003) with the following:

1. **stormwater management plan shall be submitted providing evidence that the existing retention facilities are adequate for this expansion or provide additional retention to address the expansion.**
2. **A landscaping plan shall be submitted to be reviewed and approved by the community development department. The landscaping plan shall include and identify an extension of the existing landscaping in relation to the proposed addition. Furthermore, the landscaping plan should incorporate and continue previous requirements to the extent applicable with the project which include:**
 - a. **Landscaping and screening shall be installed to screen additional new parking within 6 months of the completion of any addition or expansion.**
 - b. **The southern trailer parking area shall be screened with a decorative fence of at least 6 feet tall or a berm (minimum of 6 feet) with landscaping.**
 - c. **Additional landscape screening, to be approved by staff, shall be installed along the southern and western property lines, as well as along the sides of the parking areas.**
 - d. **Street trees shall be installed along the street at a rate of 1 per every 75 lineal feet.**
 - e. **Landscaping shall be irrigated and maintained in perpetuity.**
 - f. **Stormwater detention areas shall be maintained.**

seconded by Mayor Wiza.

Roll Call:

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

Nays:

Motion carried 7-0.

11. Request from the City of Stevens Point for a site plan review for proposed improvements to Emerson Park

(Parcel ID 281240832103401) consistent with WI Stats. §62.23(5).

Director Kernosky summarized the request for several Emerson Park improvements located at 1401 East Avenue. While the proposed conceptual plans had already been approved by the Park Board, there was a need for the request to also go before the Historic Preservation/Design Review Commission due to the bathroom shelter being proposed. Active spaces within the park would consist of a multi-use court, bean bag toss area, restroom shelter, playground, and incorporate two new handicapped stalls off the East Avenue right-of-way. Staff held no concerns for the request and recommended approval as proposed.

Mayor Wiza commended those involved in the efforts for the park redevelopment.

Director Kremer, Parks Department, had nothing to add and noted his support for the request.

Aldersperson Johnson (District Five) commended staff, Rettler Corporation, and community members for all their efforts regarding the park improvements. She also highlighted the Friends of Emerson Park organization, noting that they were in the process of a capital campaign to fund the proposed project, adding that they had been working on the design over the previous 2.5 years.

Mayor Wiza made additional remarks of support for the community, Friends of Emerson Park organization, and all those involved in getting to this point.

Ginger Keymer (Zoom Chat), on behalf of the Friends of Emerson Park organization, thanked the Mayor, Director, and members of the Planning Commission for their time.

Commissioner Arntsen, for clarification, asked if the black areas within the noted wood fiber surface area indicated the future placement of park equipment, to which staff confirmed accurate.

Motion by Mayor Wiza to approve the request from the City of Stevens Point for a site plan review for proposed improvements to Emmerson Park (Parcel ID 281240832103401) consistent with WI Stats. §62.23(5); seconded by Commission Haines.

Roll Call:

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

Nays:

Motion carried 7-0.

12. Request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405)

Mayor Wiza reiterated the need to have Plan Commission approval for any acquisition or sale of City-owned property.

Director Kernosky briefly explained that staff had been working with the owner of 1009 Second Street to acquire the property for the purpose of forming a 'super-block' for future development. The intent would be to demolish the building, in addition to the Belke Lumber buildings. It was a strategic move for the proposed Wanta development. Based on these findings, staff recommended approval of the purchase.

Motion by Commissioner Arntsen to approve the request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405); seconded by Commissioner Haines.

Roll Call:

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

Nays:

Motion carried 7-0.

13. May, 2020 Monthly Report

Director Kernosky indicated that while values and fees were down compared to previous years, the amount of issued permits was still climbing at a steady pace, many of which included fences, sheds, roofing jobs, and other smaller projects. The Delta Dental Headquarters project was expected to be issued for June.

Motion by Commissioner Cooper to accept the May, 2020 Monthly Report and place it on file; seconded by Commissioner Haines.

Motion carried 7-0.

14. Staff Update

Director Kernosky provided the following updates:

1. Commended the new Associate Planner/Zoning Administrator, Adam Kuhn, on his efforts thus far.
2. Announced that most City offices had reopened with staff back on-site. The Community Development Department remained closed due to renovations, but office staff was expected to return mid-late June. Remote operations continued where possible.

15. Adjourn.

Meeting adjourned at 7:56 PM.

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

Attachment relating to Agenda Item 4: 516 Franklin Street CUP

Maria Mohr

From: Bob Woehr <bobandhilde@core.com>
Sent: Thursday, May 28, 2020 3:30 PM
To: rkenowski@stevenspoint.com
Subject: TND Conditional Use Permit - 516 Franklin St

Ryan and Adam,

In reading thru the agenda for Monday's Plan Commission agenda, I noticed that the owner of 516 Franklin Street has applied for a Conditional Use permit under the Traditional Neighborhood provisions of Chap 23 RMC. In my opinion there are at least two problems with the application. The intent of the TND is stated on page 58 of the ordinance which reads, in part:

"h) "R-TND" Traditional Neighborhood Development Overlay District

1) Intent. The purpose of this district is to allow the development and redevelopment of residential land in the city consistent with the design principles of traditional neighborhoods. A traditional neighborhood is compact, designed for the human scale, and characterized by larger homes on smaller lots with smaller setbacks from the property lines. (emphasis added)."

The home certainly meets the criteria of "large" at nearly 3000 square feet, but the lot size (100' x 125') isn't a "smaller" lot when compared to others in the surrounding area.

The second (and most troubling) problem with the application is that issuance of the permit would be in direct contravention of the ordinance. Specifically, the ordinance reads in part on page 59:

"The Common Council may consider the following conditional use setback requirements as an alternative to the setback requirements in the underlying zoning district. These conditional use setback requirements shall be applied only to single family uses." (emphasis added)

Per the assessor's data sheet (available on the website) the home in question is a 2 family use. That fact is confirmed by the applicant on the application form. Therefore, granting the permit would not be legal.

I suggest that the item be pulled from Monday's agenda and that the application fee be refunded. If the applicant wants to pursue his plans, I'd suggest that he investigate the Zoning Board of Appeals process.

Bob Woehr
727 Second Street, Stevens Point, WI 54481
Tel: (715)341-3454

Bob Woehr
727 Second Street, Stevens Point, WI 54481
Tel: (715)341-3454

Attachment relating to Agenda Item 9: Amend Chapter 23, relating to regulations of Tourist Rooming Houses

June 1, 2020

To Planning and Zoning Commission:

Comment to agenda item #9.

Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use.

I am not able to attend the meeting this evening and would like to submit my support for this revision in Municipal Code. As I stated at a previous meeting, as an existing Tourist Rooming House operator this is not about restricting competition. I believe that commercial operations (which this activity is without a doubt) need to be carefully planned and follow specific zoning with input and knowledge from neighboring properties. A land purchaser who buys a parcel of land next to a commercially zoned property has that information upon purchase. This is fair and equitable for all parties involved while still allowing rezoning options.

If there remains a desire to accommodate Tourist Rooming Houses as commercial operations in Residential zoned areas for non-owner occupied transactions, I would think that there are overlay zoning opportunities that would allow such use while also providing input upfront from neighboring properties. This is something that could be planned and zoned appropriately to the neighborhood with possible maximum properties based on percentage of lots or population.

Sincerely,

Bill Schierl

Community Development Report - May 2020

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees
Single Family	1	708 Frederick St	\$398,000.00	\$1,175.00
Two Family	-	-	-	-
Multi-Family	-	-	-	-
Commercial/Industrial	2	1443 Water St (Berkshire PLB - HVAC)	\$1,715,383.57	\$6,796.22
	1	2240 Patch St (Storage Building)	\$97,530.00	\$899.64

Additions or Alterations	# of Permits	Declared Valuation	Fees
Residential	97	\$497,530.17	\$6,636.25
Commercial	30	\$4,759,716.00	\$23,895.70
Monthly Permits	131	\$7,468,159.74	\$124,814.57

2019	521	\$51,764,648.14	\$211,354.24
2018	487	\$29,758,677.46	\$196,439.61
2017	355	\$16,528,797.15	\$155,078.79

* All Berkshire Apartment permits have been issued.

* PJ Jacobs interior remodel:

\$3,565,240 (May - ELE, PLB, HVAC)
\$1,562,609 (April - BLD)

Violation Report

Exterior Structure Complaints	
Multiple Exterior Property Violations	0
Exterior Property Violations	0
Accumulation of Rubbish or Garbage	22
Grass or Weeds	85
Improper Parking of Vehicles	5
Improper Storage of Refuse or Refuse Carts	0
Snow and Ice	0
Storage of Household Items Outside	13
Unlicensed or Inoperable Vehicles	0
Unsanitary Conditions	0
Exterior Building or Structure Violations	1
Defective Sidewalks, Driveways	0
Defective Protective Treatment	0
Defective Exterior Walls, Roofs, Windows, Doors	0
Interior Structure Complaints	
Multiple Interior Structure Violations	0
Interior Structure Violations	0
Multiple Violations	
General Case	30
Other Violations	
Rodent or Pest Violations	0
Fire Prevention Violations	0
No Heat Violation	0
Electrical Violations	1
Nuisance Violations	0
Mechanical Violations	0
Signage Violations	0
Plumbing Violations	0
Improper Occupancy: Multi-Family Dwelling	0
Improper Occupancy: Residential Dwelling	0
Visibility Obstruction Violations	0
Unlawful Animal	0
Land Use Violations	1
Loss of Pre-existing Use Status	0
Work w/o Historic Preservation Review	0
Work Without Permit	4
Open Permit Status	0
Total Violations / Total Service Fees Billed	162 \$500
30/162 Tagged or Verbal, 26/30 Remedied = 86% Compliance	