REPORT OF CITY PLAN COMMISSION

September 8, 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, Associate Planner/Zoning Administrator Kuhn, City Attorney Beveridge, Alderperson Jennings, Alderperson Johnson, Alderperson Leek, Alderperson Zarazua, Bob Woehr, Shawn Morrow and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the August 3, 2020 meeting of the Plan Commission.
3. Public hearing and action on a request from Norman Myers Jr for a Conditional Use Permit to allow more than one principal structure and use on the property 1417 Church Street (Parcel ID 281240832100711)
4. 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)
5. Request from the City of Stevens Point to Sell 1116, 1124, 1128 Main Street (Parcel ID 281240832202929) also known as the Fox Theatre.
6. 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)
7. 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
8. Discussion Only: Removal of Conditional Use Permit Requirements for Reduced Setbacks in the Traditional Neighborhood Development Overlay District & Allow Two-Family Residential Uses to Implement R-TND Standards
9. Director's Report.
10. Adjourn.

---

1. Roll call.

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

   Mayor Wiza summarized procedural rules for the meeting.

Discussion and possible action on the following:

2. Report of the August 3, 2020 meeting of the Plan Commission.

   Motion by Commissioner Cooper to approve the report of the August 3, 2020 Plan Commission meeting; seconded by Commissioner Haines.

Motion carried 7-0.

3. Public hearing and action on a request from Norman Myers Jr for a Conditional Use Permit to allow more than one principal structure and use on the property 1417 Church Street (Parcel ID 281240832100711)

Director Kernosky summarized the request to allow more than one principal structure and use on the property at 1417 Church Street. After recognizing that the church was being utilized as a residence, staff have been working with the applicant to a.) bring the use of the property into compliance with the City's Zoning Code, and b.) bring the church structure into compliance with residential building codes. Director Kernosky stated how the proposal meets the fourteen standards of review of a conditional use permit and how the conditions of approval levied against the proposal promotes compliance with the zoning and building code requirements previously mentioned.

Mayor Wiza declared the public hearing open.

Member of the public made the following comments:

1. Jennifer Peglow, 1501 Plover Street: Inquiry over the number of occupants that would be allowed at both of the principal structures on the lot. Director Kernosky discussed that the Zoning Code's definition of a family is having no more than two unrelated individuals living on one property.
2. Bob Woehr, 727 Second Street: Inquiry over whether the roof needs to be replaced on the church portion of the structure.
3. Alderperson Jennings: Statement over previous circumstances and actions made by the applicant not mentioned within the staff report. City Attorney Beveridge discussed whether or not the applicant's past actions are relevant to the Plan Commission making a final decision.

Mayor Wiza declared the public hearing closed.

Commissioners made the following comments:

1. Inquiry over whether the church could be torn down and replaced with single family dwelling units. Director Kernosky stated that based on the City's Zoning Code, a conditional use permit would be required in that instance.
2. Inquiry over whether the roof being replaced would be subject to the mandate that all improvements necessary shall be completed within twelve months of the issuance of a building permit. Director Kernosky stated that staff would work with the applicant in providing a timeline for the applicant in meeting the conditions of approval.
3. Discussion over the applicant's knowledge of relevant zoning requirements upon purchasing the property several years ago.

Motion by Commissioner Cooper to allow more than one principal structure and use one lot of official record at 1417 Church Street; seconded by Alderperson Kneebone with the following conditions:

1. **All applicable building permits shall be applied for and obtained prior to commencement of construction. All improvements required by the City Building Inspector to change the building use of the property shall be completed within 12 months of the issuance of this building permit. Failure to meet this condition shall null and void this conditional use permit.**
2. **The single-family residential use at 1417 Church Street shall be occupied by the applicant. In the event the applicant moves, or otherwise no longer utilizes the property as their primary residence, this Conditional Use Permit shall be null and void. The single-family use at 1316 Ellis Street may continue, provided the use meets zoning requirements.**

3. **A single-family residential use at 1417 Church Street and 1316 Ellis St shall only be allowed. Any other use (multiple family, commercial, institutional, etc.) may require additional review and approvals as required by the City Zoning Administrator and Zoning Code.**

Motion carried 6-1.

Approve: Wiza, Kneebone, Cooper, Haines, Hoppe, Rice

Deny: Arntsen

4. 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).

   Director Kernosky discussed the location of the easement area and its intended purpose.

   Commissioners made the following comments:

   1. Inquiry over whether outdoor seating within the parking lot would be impacted by the easement proposal. Mayor Wiza stated that the outdoor seating would not be impacted.
   2. Discussion on the impact a nearby tree will have on the utility pole location.

   Motion by Commissioner Cooper to allow for an easement to install a utility pole in the northeast corner of Municipal Parking Lot #7; seconded by Commissioner Hoppe.

   Motion carried 7-0.

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

   Director Kernosky discussed the proposed use to take place at the subject property and the purpose of the aforementioned agenda item.

   Motion by Commissioner Hoppe to sell 1116, 1124 and 1128 Main Street; seconded by Mayor Wiza.

   Motion carried 7-0.

6. 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).

   Director Kernosky discussed the purpose of this request and how it relates to the aforementioned agenda item.

   Motion by Commissioner Arntsen to sell a portion of RA-owned property adjacent to Municipal Parking Lot #16; seconded by Commissioner Hoppe.

   Motion carried 7-0.

7. 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.

Director Kernosky discussed the need for a public utility easement as part of the redevelopment of the Fox Theatre. Discussions occurred on the location of the proposed stormwater pipe and proposed exterior uses on the property.

Commissioners made the following comments:

1. Inquiry on whether any stormwater continuation infrastructure will be proposed as part of the broader redevelopment plans. Director Kernosky stated that stormwater collection on the property will be incorporated into the existing stormwater collection process.

Motion by Commissioner Arntsen for a public utility easement for the installation and maintenance of stormwater infrastructure located on Lot 1 of an unrecorded certified survey map adjacent to 1116, 1124 and 1128 Main Street; seconded by Alderperson Kneebone.

Motion carried 7-0.

8. Discussion Only: Removal of Conditional Use Permit Requirements for Reduced Setbacks in the Traditional Neighborhood Development Overlay District & Allow Two-Family Residential Uses to Implement R-TND Standards.

   Director Kernosky presented a history on how the Traditional Neighborhood Development Overlay District was enacted in the City and the process for obtaining a conditional use permit for reduced setbacks available within the district. Statements were made over potential applicants being skeptical for seeing a conditional use permit due to the $300 cost for the application and the time it takes for approval.

   Commissioners made the following comments:

   1. Discussions over how the proposed change would visually change the landscape of neighborhoods in the city.
   2. Clarification on staff reviewing the reduced setbacks available within the Traditional Neighborhood Overlay District.

   Staff has been instructed to present a proposed amendment to the conditional use permit requirements for reduced setbacks in the Traditional Neighborhood Overlay District to be brought back at a later meeting.

9. Director's Report.

   Motion carried by Commissioner Arntsen to approve the Director's Report; seconded by Commissioner Haines.

   Motion carried 7-0.

10. Adjourn.

    Meeting adjourned at 7:20 PM.

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