

**CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
MINUTES OF JULY 21, 2015**

Meeting called to order by Chairman Meyer at 7:00 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mayor Meyer, Ed Wagner, Joe Gustafson (arrived at 7:04 PM); Bill Penker & Ken Wood

EXCUSED: Laura Mazzini and Josh Witt

ABSENT: None

ALSO PRESENT: Alderman Earll, City Administrator Barg, Planning & Economic Development Director Angell; City Planner Miller; Zoning Administrator Schroeder; the media; and others.

PC15-38 Motion by Penker, second by Wood to recommend approval of the minutes of the June 16, 2015 City Plan Commission meeting.

Motion Carried

Citizen Comments: None

PUBLIC HEARING - Detachment and Attachment request by the City of Marshfield, in accordance with the Cooperative Boundary Plan and Agreement between the Town of Cameron and the City of Marshfield, dated April, 2000, the following described territory in the Town of Cameron, Wood County, Wisconsin, for that portion of the "City Growth Area" lying outside the "No Contest Area" as identified in said plan, to be detached from the Town of Cameron and attached to the City of Marshfield, and zoned "CMU" Community Mixed Use Zoning and "LI" Light Industrial Zoning, located south of 29th Street, east of Central Avenue, north of Heritage Drive, and west of Business Park Avenue: That part of Section 20, Township 25 North, Range 3 East, in the Town of Cameron, Wood County, Wisconsin, and more particularly described as:

1. Beginning at the SW corner of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 20, T25N, R3E; thence East on the South line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 20, T25N, R3E to the East line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 20, T25N, R3E; thence north on the east line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 20, T25N, R3E, to the North line of the Heritage Drive (formerly known as United States Highway 10); thence West along the North line of Heritage Drive for a distance of 30.09 feet; thence N 00°21'13" E for a distance of 783.04 feet; thence N 89°03'35" W on a line extended to the west line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 20, T25N, R3E; thence south on the west line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 20, T25N, R3E, to the point of beginning; EXCEPT

The following parcels and road right-of-way which are contained within the above described real property in paragraph 1 of the above legal description shall be excluded from the property subject to detachment from the Town of Cameron and attachment to the City of Marshfield due to these parcels and right of way having previously been annexed by the City of Marshfield:

a. Road right-of-way for Central Avenue (formerly known as State Highway 13 and Maple Avenue), described as follows:

That portion of South Central Avenue road right-of-way from the center of the intersection of Commerce Drive to a point approximately 300 feet south of the intersection of Heritage Drive further described as follows: Part of the NE $\frac{1}{4}$ of the

SE ¼ and the SE ¼ of the SE ¼ of Section 19; the NW ¼ of the SW ¼ and the SW ¼ of the SW ¼ of Section 20; the NW ¼ of the NW ¼ of Section 29; and the NE ¼ of the NE ¼ of Section 30, all in Town 25 North, Range 3 East, Wood County, Wisconsin, described as follows:

Commencing at the West quarter corner of said Section 20, the Point of Beginning; thence S 88°36'11" E along the North line of the SW ¼ of said Section 20, 60.00 feet to the East Right of Way Line of Central Avenue; thence S 00°24'47" W along the East Right of Way Line of Central Avenue, 1,314.07 feet; thence S 00°24'08" W along the East Right of Way Line of Central Avenue, 638.35 feet; thence S 01°45'48" E along the East Right of Way Line of Central Avenue, 531.25 feet, thence S 48°06'55" E, 120.79 feet; thence S 02°46'31" E, 130.28 feet; thence S 48°44'30" W, 147.36 feet; thence S 02°25'35" E 99.73 feet; thence N 89°52'08" W, 152.69 feet; thence N 15°55'24" W, 236.18 feet; thence N 00°43'45" W, 66.01 feet; thence N 23°31'20" E, 224.60 feet to the West Right of Way Line of Central Avenue; thence N 00°21'00" E along the West Right of Way Line of Central Avenue 1,079.04 feet; thence N 00°26'14" E along the West Right of way Line of Central Avenue, 1,314.14 feet to the North line of the SE ¼ of said Section 19; thence S 89°53'29" E, 60.00 feet along the North line of the SE ¼ of said Section 19, to the Point of Beginning; and

2. Beginning at the southeast corner of Wood County Certified Survey Map Number 3785; thence north along the east line of the said Wood County Certified Survey Map Number 3785 to the south line of 29th Street; thence east along with south line of 29th Street to the northwest corner of Wood County Certified Survey Map Number 2404; thence south along the west line of Wood County Certified Survey Map Number 2404 to the southwest corner of Wood County Certified Survey Map Number 2404; thence east along the south line of Wood County Certified Survey Map Number 2404 to the southeast corner of Wood County Certified Survey Map 2404, being the northwest corner of the SE ¼ NW ¼, Section 20, T25N, R3E; thence east long the north line of the SE ¼ NW ¼, Section 20, T25N, R3E to the east line of the west ½ of the SE ¼ NW ¼, Section 20, T25N, R3E; thence south along the east line of the west ½ of the SE ¼ NW ¼, Section 20, T25N, R3E; to the south line of the SE ¼ NW ¼, Section 20, T25N, R3E; thence S 00°10'08" W for a distance of 33.01 feet; thence N 88°41'03" W for a distance of 650.63 feet; thence N88°41'03" W for a distance of 878.80 feet; thence S 00°21'13" W for a distance of 360 feet; thence N 88°41'03" W on a line extended to the west line of the NW ¼ SW ¼, Section 20, T25N, R3E; thence north on the west line of the NW ¼ SW ¼, Section 20, T25N, R3E to the southwest corner of the SW ¼ NW 1/4, Section 20, T25N, R3E; thence north along the west line of the SW ¼ NW ¼, Section 20, T25N, R3E to the north line extended on that property described in Volume 312 of deeds, Page 521, Wood County records; thence east along the north line of the property described in said deed a distance of 270.6 feet, more or less; thence south along the east line of the property described in said deed, a distance of 100 feet, more or less; thence east at right angles a distance of 273.77 feet, more or less, to the centerline of proposed Cedar Avenue, extended; thence north a distance of 1,235 feet, more or less, along the centerline of said proposed street; thence west at right angles to said proposed street, a distance of 544.5 feet more or less to the west line of the NW ¼ NW ¼, Section 20, T25N, R3E; thence north along the west line of the NW ¼ NW ¼, Section 20, T25N, R3E, to a point which is the extension of the south line of Wood County Certified Survey Map Number 3785; thence east along the south line of Wood County Certified Survey Map Number 3785 to the point of beginning; EXCEPT

The following parcels and road right-of-way which are contained within the above described real property in paragraph 2 of the above legal description shall be excluded from the property subject to detachment from the Town of Cameron and attachment to the City of Marshfield due to these parcels and right of way having previously been annexed by the City of Marshfield:

- a. Lot 1 of Wood County Certified Survey Map No. 8547, recorded in Volume 29 of Survey Maps, Page 147, located in part of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 20, Township 25 North, Range 3 East, and adjacent right of way of Cherry Avenue, City of Marshfield, Wood County.
- b. Part of the South Half (S $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section Twenty (20), Township Twenty-Five (25) North, Range Three (3) East, in the Town of Cameron, Wood County, Wisconsin, described as follows:

Commencing on the South line of the South Half (S $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section Twenty (20), Township Twenty-Five (25) North, Range Three (3) East at a point where said South line intersects with the East line of Central Avenue (formerly known as State Trunk Highway 13), thence East 916.65 feet, thence North 462 feet to the point of beginning, thence North 294 feet, thence East 498 feet, thence South 294 feet, thence West 498 feet back to the point of beginning.

- c. Road right-of-way known as 35th Street (formerly known as Nikolay Drive) described as follows:

Commencing at the west $\frac{1}{4}$ corner of Section Twenty (20), Township Twenty-Five (25) North, Range Three (3) East, thence South 88°41'03" east along the east-west quarter line of said Section 20, a distance of 60 feet to the east right-of-way line of Central Avenue (formerly known as State Trunk Highway 13), the point of beginning; thence north 00°21'13" east along said east right-of-way line of Central Avenue, a distance of 33.01 feet to the north line of 35th Street; thence south 88°41'03" east along said north right-of-way line of 35th Street, a distance of 1,892.22 feet; thence south 00°10'08" west a distance of 66.01 feet to the south right-of-way line of 35th Street; thence north 88°41'03" west along said south line of 35th Street to the east right-of-way line of Central Avenue; thence north 00°21'13" east along said east line of Central Avenue to the point of beginning.

- d. Road right-of-way for Central Avenue (formerly known as State Highway 13 and Maple Avenue), described as follows:

That portion of road right-of-way described above in paragraph 2 that also falls within the area described below:

That portion of South Central Avenue road right-of-way from the center of the intersection of Commerce Drive to a point approximately 300 feet south of the intersection of Heritage Drive further described as follows: Part of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ and the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 19; the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ and the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20; the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 29; and the NE $\frac{1}{4}$ of

the NE ¼ of Section 30, all in Town 25 North, Range 3 East, Wood County, Wisconsin, described as follows:

Commencing at the West quarter corner of said Section 20, the Point of Beginning; thence S 88°36'11" E along the North line of the SW ¼ of said Section 20, 60.00 feet to the East Right of Way Line of Central Avenue; thence S 00°24'47" W along the East Right of Way Line of Central Avenue, 1,314.07 feet; thence S 00°24'08" W along the East Right of Way Line of Central Avenue, 638.35 feet; thence S 01°45'48" E along the East Right of Way Line of Central Avenue, 531.25 feet, thence S 48°06'55" E, 120.79 feet; thence S 02°46'31" E, 130.28 feet; thence S 48°44'30" W, 147.36 feet; thence S 02°25'35" E 99.73 feet; thence N 89°52'08" W, 152.69 feet; thence N 15°55'24" W, 236.18 feet; thence N 00°43'45" W, 66.01 feet; thence N 23°31'20" E, 224.60 feet to the West Right of Way Line of Central Avenue; thence N 00°21'00" E along the West Right of Way Line of Central Avenue 1,079.04 feet; thence N 00°26'14" E along the West Right of way Line of Central Avenue, 1,314.14 feet to the North line of the SE ¼ of said Section 19; thence S 89°53'29" E, 60.00 feet along the North line of the SE ¼ of said Section 19, to the Point of Beginning.

COMMENTS: None

PC15-39 Motion by Penker, second by Wood to recommend approval of the Detachment and Attachment request by the City of Marshfield, in accordance with the Cooperative Boundary Plan and Agreement between the Town of Cameron and the City of Marshfield, dated April, 2000, the following described territory in the Town of Cameron, Wood County, Wisconsin, for that portion of the "City Growth Area" lying outside the "No Contest Area" as identified in said plan, to be detached from the Town of Cameron and attached to the City of Marshfield, and zoned "CMU" Community Mixed Use Zoning and "LI" Light Industrial Zoning, located south of 29th Street, east of Central Avenue, north of Heritage Drive, and west of Business Park Avenue: That part of Section 20, Township 25 North, Range 3 East, in the Town of Cameron, Wood County, Wisconsin, and more particularly as described above and request an ordinance be drafted for Common Council consideration.

PC15-40 Motion by Wagner, second by Penker to recommend amending Motion PC15-39 to include referring this annexation area to the CIP to extend utilities to serve the new area.

Motion Carried

Vote on Motion PC15-39 as amended.

Motion Carried

PUBLIC HEARING - Campus Master Plan Amendment request by Marshfield Municipal Airport to amend the five year Master Campus Plan, addressing when Federal Aviation Administration approval is needed for non-aeronautical uses, located at 210, 320, 324, and 400 West 29th Street, including all parcels owned by the City of Marshfield under the Airports jurisdiction zoned "CD" Campus Development District.

COMMENTS:

- Karl Zimmermann, 1906 South Balboa Avenue, questioned if there are any current plans for fencing in this area.

PC15-41 Motion by Penker, second by Wagner to recommend approval of the Campus Master Plan Amendment request by Marshfield Municipal Airport to amend the five year Master Campus Plan, addressing when Federal Aviation Administration approval is needed for non-aeronautical uses, located at 210, 320, 324, and 400 West 29th Street, including all parcels owned by the City of Marshfield under the Airports jurisdiction zoned “CD” Campus Development District, and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING - Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Section 18-72 to allow the front and street side yard setbacks to be adjusted by averaging adjoining properties in all districts and to clarify language pertaining to such adjustments.

COMMENTS: None

PC15-42 Motion by Penker, second by Gustafson to recommend approval of the Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Section 18-72 to allow the front and street side yard setbacks to be adjusted by averaging adjoining properties in all districts and to clarify language pertaining to such adjustments and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING - Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Sections 18-25 through 18-33, 18-54, and 18-65 (1) & (2), allowing Minor Home Occupations as a permitted accessory use and Conditional Home Occupations as a conditional accessory use in all residential zoning districts and to clarify the requirements for a home occupation.

COMMENTS: None

PC15-43 Motion by Wood, second by Gustafson to recommend approval of the Municipal Code Amendment Request to amend Chapter 18, General Zoning Ordinance, Sections 18-25 through 18-33, 18-54, and 18-65 (1) & (2), allowing Minor Home Occupations as a permitted accessory use and Conditional Home Occupations as a conditional accessory use in all residential zoning districts, to clarify the requirements for a home occupation and request an ordinance be drafted for Common Council consideration.

Motion Carried

PUBLIC HEARING - Conditional Use Request by Ministry Saint Joseph’s Hospital to allow a building addition within a property zoned “CD” Campus Development for the purpose of expanding the mobile tech docking area, located at 611 Saint Joseph Avenue.

COMMENTS: None

PC15-44 Motion by Wood, second by Wagner to recommend approval of the Conditional Use Request by Ministry Saint Joseph’s Hospital to allow a building addition within a property zoned “CD” Campus Development for the purpose of expanding the mobile tech docking area, located at 611 Saint Joseph Avenue, subject to the following conditions:

1. A Certified Survey Map must be recorded combining Parcels 33-03228 and 33-03060 prior to issuance of any building permits.
2. The proposed addition shall be constructed as presented, allowing minor changes to be made administratively.

3. The addition must be completed within one year of approval by the Common Council.

Motion Carried

PUBLIC HEARING - Conditional Use Request by Arlon Haessly to grant a parking exception to allow a single apartment unit to be converted into two separate units without meeting the minimum parking requirements of one stall per unit, located at 333 South Central Avenue, zoned “DMU” Downtown Mixed Use.

COMMENTS: None

PC15-45 Motion by Wood, second by Gustafson to recommend approval of the Conditional Use Request by Arlon Haessly to grant a parking exception to allow a single apartment unit to be converted into two separate units without meeting the minimum parking requirements of one stall per unit, located at 333 South Central Avenue, zoned “DMU” Downtown Mixed Use, subject to the following condition:

1. Subject property is permitted up to 6,864 square feet of first floor commercial indoor sales or similar use and up to 5 apartment units on the second floor without having any on-site parking stalls.

Motion Carried

PUBLIC HEARING - Conditional Use Request by John Peters to allow a reduction to the required vision triangles and setback requirements for a fence, located at 305 South Maple Avenue and 200 East 3rd Street, zoned “SR-6” Single Family Residential.

COMMENTS: None

PC15-46 Motion by Wood, second by Gustafson to recommend approval of the Conditional Use Request by John Peters to allow a reduction to the required vision triangles and setback requirements for a fence, located at 305 South Maple Avenue and 200 East 3rd Street, zoned “SR-6” Single Family Residential, subject to the following conditions:

1. The fence must be setback a minimum of 1 foot from all right-of-way lines.
2. The fence may be located within the 30’ x 30’ public street vision triangles as required by the Zoning Code but may not intrude into the vision triangle defined by Chapter 13, Public Works which is 15’ (along South Maple Avenue) by 10’ (along East 3rd Street).
3. The fence may be located within the driveway vision triangles.

Meyer, Wagner, Gustafson & Penker voted ‘Aye’, Penker voted ‘No’, Motion Carried

PUBLIC HEARING - Conditional Use Request by Rogers Cinema Inc., to allow an exception to reduce the setback for a fence to be incorporated into the future City park (Marilyn Hardacre Park), located at 451 and 453 South Central Avenue, zoned “DMU” Downtown Mixed Use.

COMMENTS: None

PC15-47 Motion by Gustafson, second by Wood to recommend approval of the Conditional Use Request by Rogers Cinema Inc., to allow an exception to reduce the setback for a fence to be incorporated into the future City park (Marilyn Hardacre Park), located at 451 and 453 South Central Avenue, zoned “DMU” Downtown Mixed Use, subject to the following conditions:

1. The required 3 foot fence setback from the right-of-way in the front and street side yard is waived because it is located in the Downtown Mixed Use District.

Motion Carried

PUBLIC HEARING - Alternative Sign Permit Request by Rogers Cinema Inc., for murals to be developed in the future downtown park (Marilyn Hardacre Park), located at 451 and 453 South Central Avenue, zoned "DMU" Downtown Mixed Use.

COMMENTS: None

PC15-48 Motion by Penker, second by Wood to recommend approval of the Alternative Sign Permit Request by Rogers Cinema Inc., for murals to be developed in the future downtown park (Marilyn Hardacre Park), located at 451 and 453 South Central Avenue, zoned "DMU" Downtown Mixed Use.

Motion Carried

Items for Future Agendas: None

Staff Updates: None

There being no objections, Chairman Meyer adjourned the meeting at 7:57 PM.

Jason Angell, Acting Secretary
CITY PLAN COMMISSION