



## CITY OF MARSHFIELD

# MEETING NOTICE

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**PLAN COMMISSION  
CITY OF MARSHFIELD, WISCONSIN  
TUESDAY, JULY 15, 2014  
Council Chambers Lower Level, City Hall Plaza  
7:00 p.m.**

1. Call to Order. – Chairman Meyer.
2. Roll Call. – Secretary Knoeck.
3. Approval of Minutes. – June 17, 2014 Meeting
4. Rezoning request by NFF LLC., to change the zoning from "SR-2" Single-Family Residential to "CMU" Community Mixed Use District, located on the west side of the street, on vacant land, including portions of the unopened right-of-way, within the 2100 and 2200 Block of North Peach Avenue (across from Aldi and the Menard's parking lot).  
Presenter: Josh Miller – City Planner  
**Public Hearing Required**
5. Conditional Use Request by Dennis Immerfall, on behalf of Paget Equipment, to allow a 10 foot height exception, to construct a 60 foot tall addition to the existing building, including an exception to the landscape requirements along the South Vine Avenue street frontage, in the "LI" Light Industrial District, located at 417 East 29th Street.  
Presenter: Josh Miller – City Planner  
**Public Hearing Required**
6. Conditional Use Request by George and Anne Lescynski to allow a detached "Residential Accessory Building" to exceed the maximum accessory structure allowance of 1,200 square feet and exceed the footprint of the ground floor area of the principal building located at 3013 West Veterans Parkway, zoned "SR-4" Single-Family Residential District.  
Presenter: Sam Schroeder – Zoning Administrator  
**Public Hearing Required**
7. Conditional Use Request by TJ Esser, representing TJ Customs and Auto Repair LLC to allow a "Vehicle Service and Repair Commercial Land Use" in the "GI" General Industrial District, located at 1606 South Popple Avenue.  
Presenter: Sam Schroeder – Zoning Administrator  
**Public Hearing Required**
8. Certificate of Appropriateness Request by the City of Marshfield for Cab Roof, Interior, and Window Restoration of the Soo Line Steam Locomotive No. 2442, located at 1800 South Roddis Avenue.  
Presenter: Josh Miller – City Planner
9. Discussion on Garage Sale Uses  
Presenter: Sam Schroeder – Zoning Administrator
10. Adjourn.

**PLAN COMMISSION  
(Page 2)**

**Posted this 9<sup>TH</sup> day of July, 2014 at 4:00 PM by Daniel G. Knoeck, Secretary, City Plan Commission**

*For additional information regarding items on the agenda, please contact Jason Angell, Director of Planning & Economic Development at 715.486.9139 or Josh Miller, City Planner at 715.486.2075 or Sam Schroeder, Zoning Administrator at 715.486.2077.*

*NOTE*

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*It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*

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*Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Mary Anderson, Public Works Department at 630 South Central Avenue or by calling (715) 387-8424.*

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**CITY PLAN COMMISSION  
MARSHFIELD, WISCONSIN  
MINUTES OF JUNE 17, 2014**

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

**PRESENT:** Mayor Meyer; Ken Wood, John Beck; Ed Wagner, Laura Mazzini and Bill Penker

**ABSENT:** None

**ALSO PRESENT:** City Administrator Barg; Planning & Economic Development Director Angell; City Planner Miller; Zoning Administrator Schroeder; and others.

**PC14-41** Motion by Beck, second by Wood to recommend approval of the minutes of the May 20, 2014 City Plan Commission meeting.

**Motion Carried**

**PUBLIC HEARING** – Rezoning Request by Zimmermann Brothers Construction to change the zoning from “SR-3” Single-Family Residential to “TR-6” Two-Family Residential District, located 1021 to 1027 South Adams Avenue.

**COMMENTS:**

- Gary Mauritz, 1019 Park Street, stated that he is in favor of the request. He questioned the building style and price points expected.
- Pat Zimmermann, Zimmermann Brothers Construction, stated they would build ranch style units with rent at \$1,000 - \$1,200 per month.

**PC14-42** Motion by Wood, second by Beck to recommend approval of the rezoning request by Zimmermann Brothers Construction to change the zoning from “SR-3” Single-Family Residential to “TR-6” Two-Family Residential District, located 1021 to 1027 South Adams Avenue and request an ordinance be drafted for Common Council consideration.

**Beck, Wagner, Wood & Meyer voted ‘Aye’, Penker & Mazzini voted ‘No’**

**Motion Carried**

**PUBLIC HEARING** – Conditional Use Request by Lutheran Social Services, to permit an 8-bed CBRF, “Community Living Arrangement” use in the “CMU” Community Mixed Use District, with an exception to the City and Aldermanic District population limitations, located at 1600 North Chestnut Avenue (Wood County - Norwood Health Center).

**COMMENTS: None**

**PC14-43** Motion Beck, second by Wood to recommend approval of the Conditional Use Request by Lutheran Social Services, to permit an 8-bed CBRF, “Community Living Arrangement” use in the “CMU” Community Mixed Use District, with an exception to the City and Aldermanic District population limitations, located at 1600 North Chestnut Avenue (Wood County - Norwood Health Center), contingent on the following conditions:

1. Parking for staff and residents must be provided on site.
2. No additional screening is required for the CBRF.
3. The Conditional Use Permit shall be revoked if the State determines the zoning district, neighborhood or facility is not meeting the requirements under State Law.

**Beck, Wood & Meyer voted ‘Aye’, Wagner, Penker & Mazzini voted ‘No’**

**Motion Failed**

**PUBLIC HEARING** – Municipal Code Amendment to Sections 18-12, 18-51, 18-65, and 18-106 of the City of Marshfield Municipal Code, to allow detached accessory structures between the principal structure and the street on double-frontage lots, allow fences to be placed along the right-of-way on double-frontage lots, define the required yards for double-frontage lots, and clarify the number of accessory structures that are permitted.

**COMMENTS: None**

**PC14-44** Motion Penker, second by Wood to recommend approval of the Municipal Code Amendment to Sections 18-12, 18-51, 18-65, and 18-106 of the City of Marshfield Municipal Code, to allow detached accessory structures between the principal structure and the street on double-frontage lots, allow fences to be placed along the right-of-way on double-frontage lots, define the required yards for double-frontage lots, and clarify the number of accessory structures that are permitted, and request an ordinance be drafted for Common Council consideration.

**Motion Carried**

**PUBLIC HEARING** – Municipal Code Amendment Request to Article VI: Overlay Zoning District, creating Section 18-95 of the City of Marshfield Municipal Code, pertaining to Shoreland Zoning regulations.

**COMMENTS: None**

**PC14-45** Motion by Wagner, second by Penker to recommend approval of the Municipal Code Amendment Request to Article VI: Overlay Zoning District, creating Section 18-95 of the City of Marshfield Municipal Code, pertaining to Shoreland Zoning regulations and request an ordinance be drafted for Common Council consideration.

**Motion Carried**

Mayor Meyer asked for volunteers from the Plan Commission to serve on the McMillan-Marshfield Joint Plan Commission. Wagner, Mazzini and Beck volunteered, and are appointed to the McMillan-Marshfield Joint Plan Commission by unanimous consent.

Motion by Wood, second by Beck that the meeting be adjourned at 7:58 PM.

**Motion Carried**

**Jason Angell, Honorary Secretary**  
**CITY PLAN COMMISSION**



# City of Marshfield Memorandum

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TO: Plan Commission  
FROM: Josh Miller, Planning/Zoning Administrator  
DATE: July 15, 2014

RE: Rezoning request by NFF LLC., to change the zoning from “SR-2” Single-Family Residential to “CMU” Community Mixed Use District, located on the west side of the street, on vacant land, including portions of the unopened right-of-way, within the 2100 and 2200 Block of North Peach Avenue (across from Aldi and the Menard’s parking lot).

## **Background**

Mark Frey, on behalf of NFF, LLC., is requesting to rezone a strip of land west of Peach Avenue, across from the Menards parking lot. The present zoning is “SR-2”, which would allow primarily single family residential. The Applicant is requesting “CMU” zoning which would allow a broad range of commercial uses. The Applicant has a desire to lease out the land for a model home display and office area. The area is presently subdivided for single family lots, but the Applicant is working to vacate the plat.

## **Analysis**

According to the 2007 City of Marshfield 20 year Comprehensive Plan, this area is identified as “Existing Subdivision Residential < 5 units per acre.” The proposed zoning district for the property is “CMU” Community Mixed Use, which is primarily commercial. The proposed zoning district does not fit the land use classification in the Comprehensive Plan. However, the existing conditions also do not fit the future land use classification as the land is currently used for farming and much of the land to the west of the subdivision is unplatted. Therefore, the classification of “Existing Subdivision Residential” is inaccurate.

This area would seemingly be more appropriately identified as “New Neighborhood Residential” which would allow a mix of commercial, civic, and residential uses. This would allow the commercial area to be located along the busier street, with residential uses being located further into the subdivision. The Comprehensive Plan does recommend that new neighborhoods should include a mix of residential types, along with supporting commercial, park, and civic uses. This area should be considered a new neighborhood, rather than an existing

subdivision. The Comprehensive Plan discourages scattered sites or highway strip commercial area, this rezoning would differ from that in the proposed rezoning is an extension of an existing larger commercial area and is a logical area for future commercial development. The smaller commercial area would act as a buffer for future residential development from the big box commercial and minor arterial to the east.

The property to the north begins a row of single family homes as you continue north (zoned "RH-35" Rural Holding). The property to the east is a big box commercial area (zoned "CMU" Community Mixed Use). The property to the south is a church (zoned "TR-6" Two Family Residential). And the property to the west is undeveloped, but currently platted for low density single family lots (14,000+ square feet per lot).

Based on the neighborhood context, the type of road, and the surrounding land uses, it is reasonable to consider a rezoning of this property to Community Mixed Use. Single family residential uses would require additional driveways on a busy road (Peach Avenue/County Highway E). Ideally, all the driveways would come off of the entrance road into the subdivision, rather than Peach Avenue. The Applicant has recently initiated the process to vacate the plat. This would allow the access road off of Peach Avenue to be realigned with the private drive that serves the Menard's store parking lot. The City Engineer is supportive of this change to align the driveway and right-of-way as it would allow for safer access into both properties.

The current layout of the subdivision shows three lots along Peach Avenue, including an entrance road (Red Hawk Lane). The Applicant is in the process of completing a survey with a reserved right-of-way lining up with the Menard's driveway and likely two lots, one north of the access road and a smaller one to the south. The survey wouldn't be able to be recorded until the plat is vacated.

The Zoning Code requires a review of any zoning map amendment with the following criteria:

1. Advances the purposes of this Chapter as outlined in Section 18-03 and the applicable rules of Wisconsin Department of Administration (WisDNR) and the Federal Emergency Management Agency (FEMA).

The request meets the purpose and intent of Section 18-03 as the rezoning would allow for the realignment of a right-of-way with a private road.

2. Is in harmony with the recommendations of the Comprehensive Plan. The request is not in harmony with the Future Land Use map, and a finding should be made as to an amendment to the Comprehensive Plan when it is updated next year.

3. Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.

The request is an extension of an existing zoning district to the east. Commercial zoning is logical along busier streets to act as a buffer for residential and reduce the need for driveways where vehicles back out into traffic.

4. Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:
  - a. The designations of the Official Zoning Map are not in conformance with the Comprehensive Plan.
  - b. A mapping mistake was made. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the City may intend to stop an undesirable land use pattern from spreading.
  - c. Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.
  - d. Growth patterns or rates have changed, creating the need for an amendment to the Official Zoning Map.

The request would facilitate a needed change to the infrastructure as realigning the road and reducing driveway access would be in the best interest of the community. This would be unlikely to have occurred without the rezoning request.

### **Plan Commission Options**

The Plan Commission can make the following recommendations:

1. Approval of the request with any exceptions or conditions the Commission feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

### **Recommendation**

APPROVE the rezoning request by NFF LLC., to change the zoning from “SR-2” Single-Family Residential to “CMU” Community Mixed Use District, located on the west side of the street, on vacant land, including portions of the unopened right-of-way, within the 2100 and 2200 Block of North Peach Avenue (across from Aldi and the Menard’s parking lot), based on findings that rezoning would be a logical extension of commercial property from the east and that the Comprehensive Plan should be amended to include this strip of land west of Peach Avenue as future mixed use zoning.

**Attachments**

1. Application
2. Rezoning Report
3. Location Map

Concurrence:



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Jason Angell  
Planning and Economic Development Director

Not Available

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Steve Barg  
City Administrator



**MARSHFIELD**  
The City in the Center

Revised: 04/25/14

**Department of Planning & Economic Development**

City of Marshfield

P.O. Box 727

630 S Central Ave, Marshfield, WI 54449-0727

Ph: 715-486-2077 Fax: 715-384-7631

Email: Sam.Schroeder@ci.marshfield.wi.us

**Zoning Map  
Amendment  
Application**

Fee: \$250.00 + \$10.00 per acre

Today's Date: 6/16/14

**OFFICE USE ONLY**

Date Received: <u>6/16/14</u>	Fee Receipt Number: <u>\$260.00, #44038 cu.</u>	Zoning District: <u>'SR-2'</u>	Parcel #: <u>330-MMO49, MMO50, MMO51</u>
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**SITE INFORMATION**

Site Address:			Lot #: <u>17,18,19</u>	Block #:	Subdivision: <u>Schueler's City Light Plot</u>
Section:	Township:	Range:	Present Land Use: <u>Vacant Farm Land, 'SR-2'</u>		
Legal Description:					

**APPLICANT INFORMATION**

Applicant Name: <u>NFF LLC</u>	Phone #: <u>715-384-2161</u>	Email Address: <u>mtrey@wisconsinhomesinc.com</u>
Address, City, State, Zip:		
The Applicant is the <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Representative/Other (Describe):		

**OWNER INFORMATION (IF DIFFERENT THAN APPLICANT INFORMATION)**

Owner Name: <u>—</u>	Owner Phone #:	Owner Email Address:
Owner Address, City, State, Zip:		

**LOT DETAILS**

Street Frontage (Name and Distance): <u>663.17 N Peach Ave + Redhawk Ln</u>	
Depth:	Area: <u>Menards Area</u>
Public Utilities Available: <input checked="" type="checkbox"/> Sanitary <input checked="" type="checkbox"/> Water <input checked="" type="checkbox"/> Storm <input type="checkbox"/> Electric <input type="checkbox"/> Other:	

**DETAIL OF ZONING CHANGE REQUEST**

Requested Zoning District: <u>CMU'</u>	Proposed Land Use: <u>Commercial</u>
Reason for Request: <u>Requesting rezone 3 parcels along N Peach Ave from 'SR-2' single family to 'CMU' for commercial development. Proposed retail housing center.</u>	

**DOCUMENTATION SUBMITTED**

Site Plan  Proof of Ownership  Area Map  Survey  Photographs  Other:

Required documentation must be submitted to the Planning & Economic Development Department in order for the application to be placed on the Plan Commission meeting agenda. Although attendance by applicants at the Plan Commission meeting is optional, it is STRONGLY ADVISED that applicants make every effort to attend. Failure to attend can result in the denial or delay of an application due to incomplete information.

I hereby apply for a zoning change, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Marshfield and with Wisconsin Building Codes; that I understand this form is not in itself a zoning map amendment but only an application for a zoning map amendment and is valid only with procurement of applicable approvals.

Applicant Signature:

[Handwritten Signature]

Date:

6-16-14



## City of Marshfield Planning Commission Rezoning Report

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Agenda Date: 07/15/14  
Applicant: NFF LLC  
Owner(s): NFF LLC

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Parcel Number: 33-0MM049, 33-0MM050, 33-0MM051  
Jurisdiction: Aldermanic District 1  
Location: 2100-2200 Block of North Peach Avenue  
Approx. Size of Tract: 70,215 Square Feet – 1.612 Acres  
Land Use Plan: Residential  
Accessibility: Peach Avenue  
Utilities: Yes

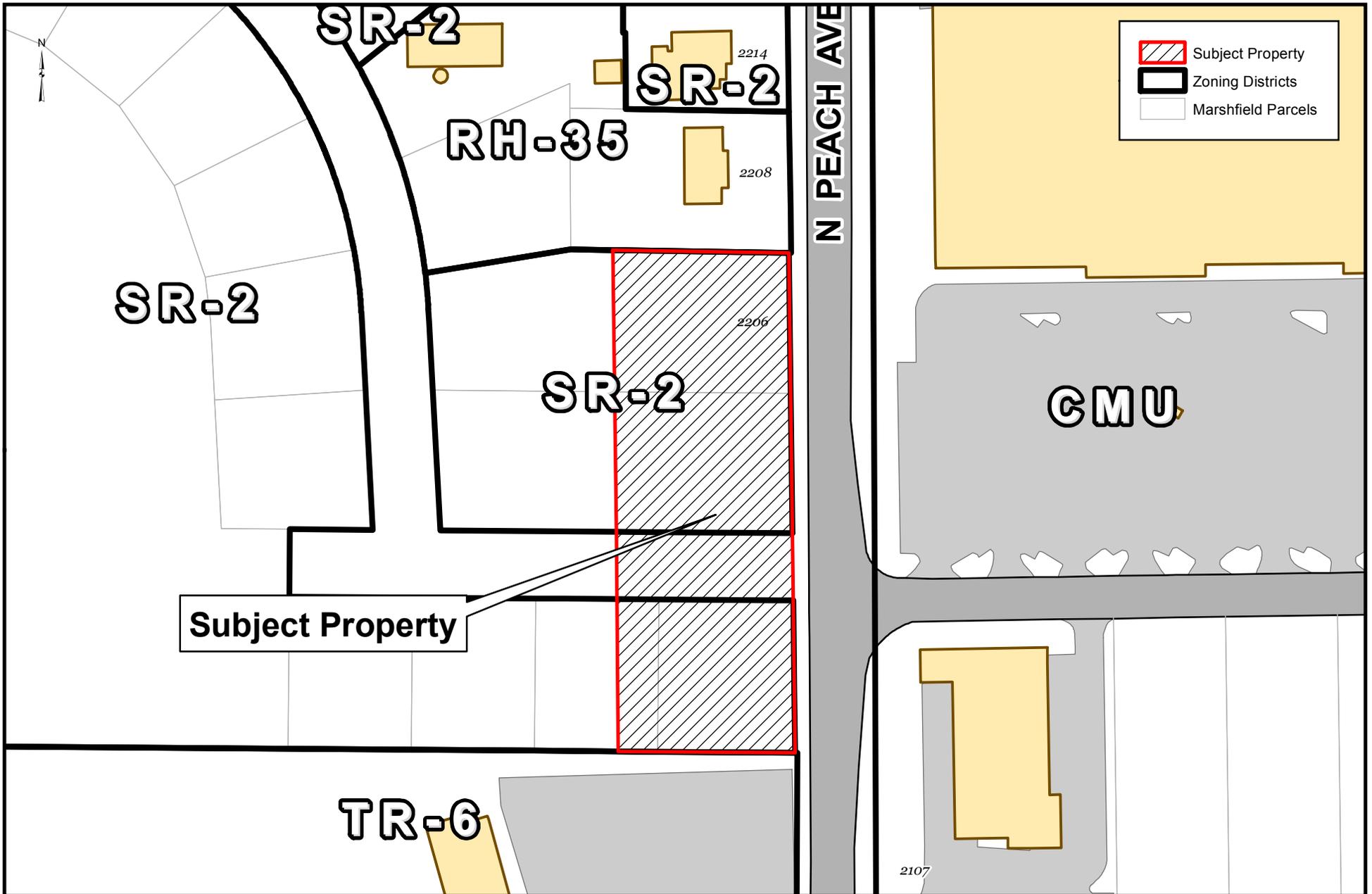
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Present Zoning: “SR-2” Single Family Residential District  
Zoning Requested: “CMU” Community Mixed Use District  
Existing Land Use: Vacant – Agricultural  
Proposed use: Retail, Model Home Display  
Extension of Zone: Yes, the adjacent properties to the east are zoned CMU.

History of Zoning: The property was originally zoned ‘A’ Agriculture prior to 1993. It was then rezoned to “R2” Large Lot Single Family Residential until the City-wide rezoning took place on January 1, 2013, where the parcel was rezoned to ‘SR-2’ Single Family Residential.

Surrounding Land Use and Zoning: North: “RH-35” Rural Holding District  
East: “CMU” Community Mixed Use District  
South: “TR-6” Two Family Residential District  
West: “SR-2” Single Family Residential District

Neighborhood Context: The area is a transitional area from a minor arterial to commercial uses to residential and institutional uses. To the north is a single family use, to the east is a large commercial area, to the south is a church, and to the west is cropped field.



**Rezoning Request: "SR-2" to "CMU"**  
**City of Marshfield - Plan Commission**  
**Meeting Date: July 15, 2014**

Map Not To Scale  
 For Reference Only

ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.



# City of Marshfield Memorandum

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TO: Plan Commission  
FROM: Josh Miller, City Planner  
DATE: July 15, 2014

RE: Conditional Use Request by Dennis Immerfall, on behalf of Paget Equipment, to allow a 10 foot height exception, to construct a 60 foot tall addition to the existing building, in the "LI" Light Industrial District, located at 417 East 29th Street.

## **Background**

Paget Equipment is proposing a 13,564 square foot addition to the west of their main manufacturing building. The proposed addition will reach a peak of 60 feet above grade. The addition and the requested height are needed to accommodate their customer's needs by manufacturing larger equipment.

## **Analysis**

A "conditional use" is development which would not generally be appropriate within a given district but might be allowed in certain locations within the district if specific requirements are met. Compatibility must be judged on the basis of the particular circumstances. The intent of the conditional use process is to allow a reasonable degree of discretion in determining the suitability of a particular development at a specific location.

The existing building has a peak of 40 feet above grade. At its peak, the addition will reach a height of 60 feet, 20 feet taller than the existing building. The roof on the addition will slope from east to west with the tallest portion of the addition abutting the existing building to the east. Included in the addition will be a larger manufacturing space, maintenance room, stock room, bathrooms, vending room, and other mechanical rooms. The height above the manufacturing space will reach a maximum of 60 feet and the height above the other uses will reach a maximum height of 25 feet. The lower portion of the building will be on the west side of the proposed addition.

Based on the proposed site plan, the building will be setback 45 feet from the neighboring property line to the west (minimum required side yard setback of 25 feet). The addition will be at a front yard setback of 165 feet from the 29<sup>th</sup> Street

right-of-way. The adjacent property to the west is Team Sporting Goods, a sporting goods and printing company, zoned "CMU" Community Mixed Use. The adjacent property to the north is City owned and is used by the Street Department where they store their road materials, zoned "GI" General Industrial. The property to the south, across 29<sup>th</sup> Street is Trierweiler Construction, zoned "LI" Light Industrial. The property to the east is the former waste water treatment site, zoned "SR-4" Single Family Residential.

Aside from the Conditional Use Permit requirements, staff also has to review the heights of new structures in relation to the "Height Limitation Zoning Overlay" (HLZO) District. The base elevation of the proposed addition is 1223.1 feet Above Mean Sea Level (AMSL). The allowable elevation at this location is 1284 feet AMSL as this location is directly on the approach for Runway 5/23. The proposed addition height of 60 feet will place the elevation of the addition at a peak of 1283.1 feet AMSL. Therefore, a variance is not required for the building addition. The FAA did review the request and provided a "No Hazard to Air Navigation" determination. A temporary variance will be required during construction due to the height of the crane that is needed.

Height and Bulk Requirements of 18-74:

- (4) The Plan Commission may grant exceptions to the height limitations for any building or structure not otherwise accounted for in this section or may set the maximum height of a structure on an individual lot as a conditional use and may set special requirements as part of the approval under the terms and conditions of this chapter. Such features, however, shall be erected only to such height as is necessary to accomplish the purpose they are to serve and subject to the Wisconsin state building code.

The Applicant is requesting a 10-foot exception to the 50-foot height limitation of the "LI" Light Industrial district to accommodate the roof height of the new addition.

The following information is based on the specific requirements outlined in Section 18-161(6) Conditional Use Review Criteria for Plan Commission consideration

*The zoning ordinance describes a "conditional use" as: a development which would not generally be appropriate within a district but might be allowed in certain locations within the district if specific requirements are met.*

*Conditional Use Review Criteria of 18-161(6)(c)*

- (c) *The Zoning Administrator shall review the complete application and evaluate whether the proposed amendment:*

1. *Is in harmony with the recommendations of the Comprehensive Plan.*

The Economic Development Chapter recommends making retention and growth of existing businesses, agriculture, and natural resource clusters the first order of business in economic development. This addition will help Paget Equipment grow and offer additional products to their customers.

2. *Will result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future.*

The new addition will not require additional public improvements and should have no adverse impact on surrounding properties. Additional parking is not required as the parking requirement is based on the number of employees and the Applicant is not anticipating hiring additional employees due to the addition. Landscaping will also be required in the bufferyard between the addition and the adjacent property to the west. That should help to mitigate any impact the new addition could have on the adjacent property.

3. *Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.*

The consistency of the land use will not change from the original parcel. The property will continue to conduct light manufacturing on site and will be able to provide some additional products. The major change will likely be how trucks enter and exit the site, which shouldn't have an impact on adjacent properties.

4. *The conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.*

The subject property is already adequately served by public services, which supports no change.

5. *The potential public benefits outweigh any and all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.*

The growth of local businesses is strong benefit for the community.

Although no new jobs are anticipated at this time, this new addition will allow the Applicant to produce additional products which may result in future jobs.

The only potential adverse impact staff envisions is that the building is located on the approach to one of the runways for the Marshfield Municipal Airport. Although it falls under the HLZO, it is still 20 feet taller than the existing building. As a way to mitigate a potential safety hazard, staff is recommending that lighting be included at the top of the addition to provide an indication of the taller building for approaching aircraft.

### **Plan Commission Options**

The Plan Commission can make the following recommendations:

1. Approval of the request with any exceptions, conditions, or modifications the Commission feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

### **Recommendation**

APPROVE a Conditional Use Request by Dennis Immerfall, on behalf of Paget Equipment, to allow a 10 foot height exception, to construct a 60 foot tall addition to the existing building, in the "LI" Light Industrial District, located at 417 East 29th Street on the basis that the use is consistent with the Comprehensive Plan with no adverse impacts to the surrounding property owners, with the following conditions:

1. Lighting meeting the requirements of the FAA shall be placed at the top of the new addition but must stay below an elevation of 1,284 feet AMSL.
2. No landscaping is required along Vine Avenue.

### **Attachments**

1. Application
2. Location Map
3. Site Map
4. Elevations
5. Photos
6. FAA Determination

Concurrence:

A handwritten signature in black ink, appearing to read "Jason Angell", written over a horizontal line.

Jason Angell

Planning and Economic Development Director



MARSHFIELD  
The City in the Center

Revised: 04/25/14

Department of Planning & Economic Development

City of Marshfield

P.O. Box 727

630 S Central Ave, Marshfield, WI 54449-0727

Ph: 715-486-2077 Fax: 715-384-7631

Email: Sam.Schroeder@ci.marshfield.wi.us

Conditional Use  
Permit Application

Fee: \$250.00

Today's Date: 06/18/2014

OFFICE USE ONLY

Date Received: 6-23-14	Fee Receipt Number: 44189	Zoning District: GI	Parcel #: 33-03473A
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SITE INFORMATION

Site Address: 417 East 29th Street	Present Land Use: Industrial
Legal Description: Being part of the SW 1/4 SW 1/4 of Section 17, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin. Also including Part of Lot 1 of Wood County Certified Survey Map No. 4177 and all of lot 1 of Wood County Certified Survey Map No. 4314.	

APPLICANT INFORMATION

Applicant Name: Dennis Immerfall	Phone #: 715-384-8275	Email Address: Dennis.immerfall@nikolaiconstruction.com
Address, City, State, Zip: 8867 East 29th Street Marshfield WI 54449		
The Applicant is the <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Authorized Representative/Other (Describe): Architect		

OWNER INFORMATION (IF DIFFERENT THAN APPLICANT INFORMATION)

Owner Name: Jim Reigel	Owner Phone #: 715-384-3158	Owner Email Address: JimR@PagetEquipment.com
Owner Address, City, State, Zip: 417 East 29th Street Marshfield WI 54449		

DETAIL OF CONDITIONAL USE REQUEST

Proposed Land Use: Industrial	Proposed # of Employees: None at this time	Proposed Hours of Operation: Days: (4) 9 hours days and (4) hours on Friday Nights: (4) 10 hour days
<input type="checkbox"/> Residential or <input checked="" type="checkbox"/> Nonresidential	Number of Buildings: One	Number of Units: Density (units per acre):
Narrative of Conditional Use Request	Section 18-39 (LI) light industrial zoning district (7) maximum principal building height = 50 feet. We are planning an addition encompassing an area of 13,564 sqft of which 9,664 sq ft requires a height of 60'0". This building height is required for the large equipment sizes needed to be built for our customers.	
Future Plans/Modifications: None at this time	Time Needed to Finish Request:	

CODE REQUIREMENT REFERENCES (ZONING CODE - CHAPTER 18)

<input checked="" type="checkbox"/> Setback Requirements - Article II: Establishment of Zoning Districts
<input type="checkbox"/> Parking Requirements - Article III: Land Use Regulations
<input type="checkbox"/> Lighting, Storage, and Parking Standards - Article VII: Design and Performance Standards
<input type="checkbox"/> Landscape Requirements - Article VIII: Landscape Requirements

DOCUMENTATION SUBMITTED

<input checked="" type="checkbox"/> Site Plan <input type="checkbox"/> Landscape Plan <input type="checkbox"/> Lighting Plan <input type="checkbox"/> Survey <input type="checkbox"/> Photographs <input checked="" type="checkbox"/> Other: Floor plan, elevations and sections
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Required documentation must be submitted to the Planning & Economic Development Department in order for the application to be placed on the Plan Commission meeting agenda. Although attendance by applicants at the Plan Commission meeting is optional, it is STRONGLY ADVISED that applicants make every effort to attend. Failure to attend can result in the denial or delay of an application due to incomplete information. Fees: the required fee of \$250 shall be submitted with this application, and shall not be refunded should this application be denied.

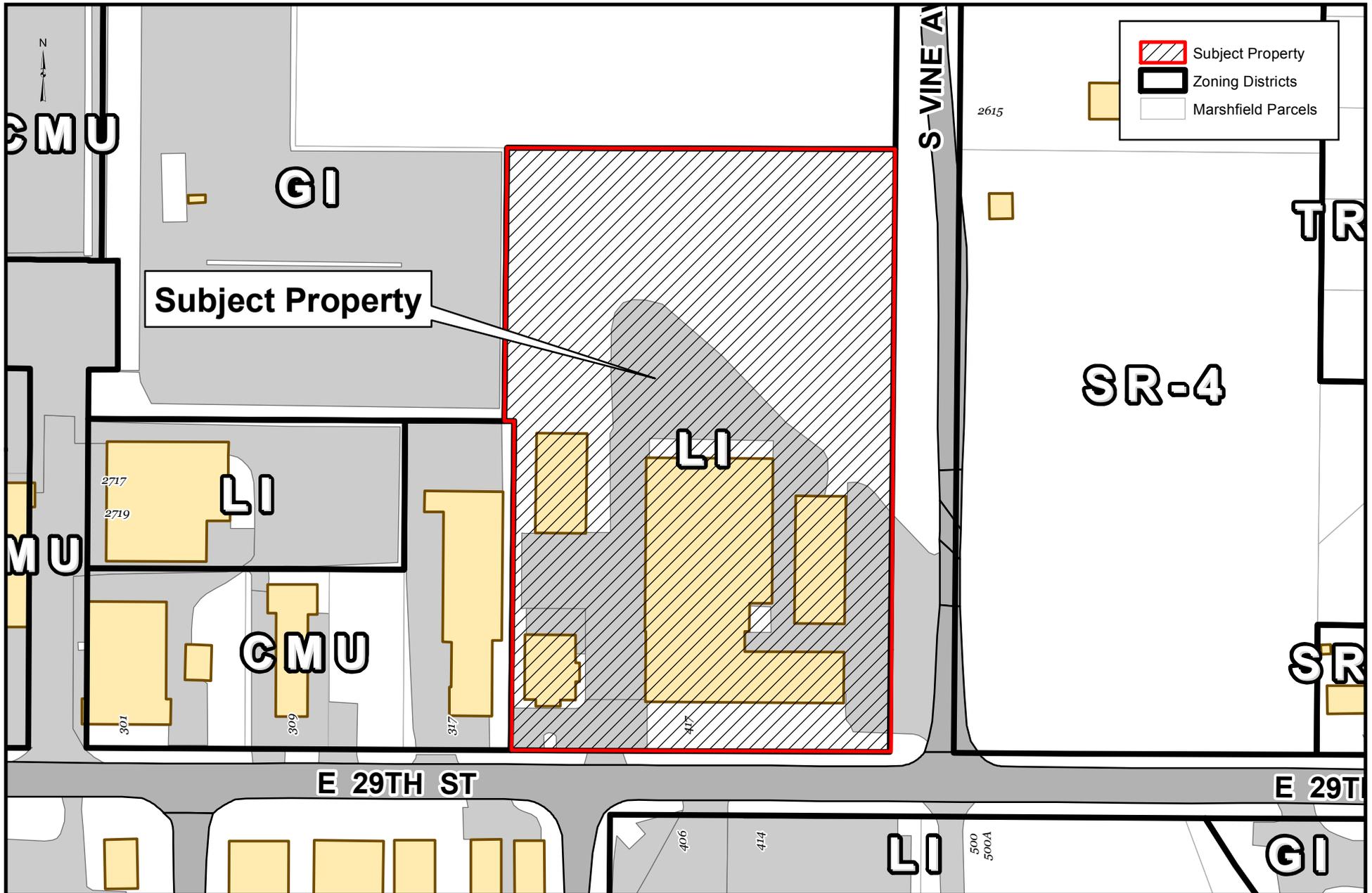
I hereby apply for a conditional use permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Marshfield and with Wisconsin Statutes and Building Codes; that the Plan Commission may recommend conditions not expressly stated, prior to the meeting, in documentation or by staff, or deny in part or in whole this request; that I understand this form is not in itself a conditional use permit but only an application for one and is valid only with procurement of applicable approvals. The Common Council shall be the final approval authority for the conditional use. In addition, as owner or authorized agent, my signature authorizes the City Staff or their representatives including members of the Plan Commission and Common Council to visit and inspect the property for which this application is being submitted.

Applicant Signature:

*Dennis Immerfall*

Date:

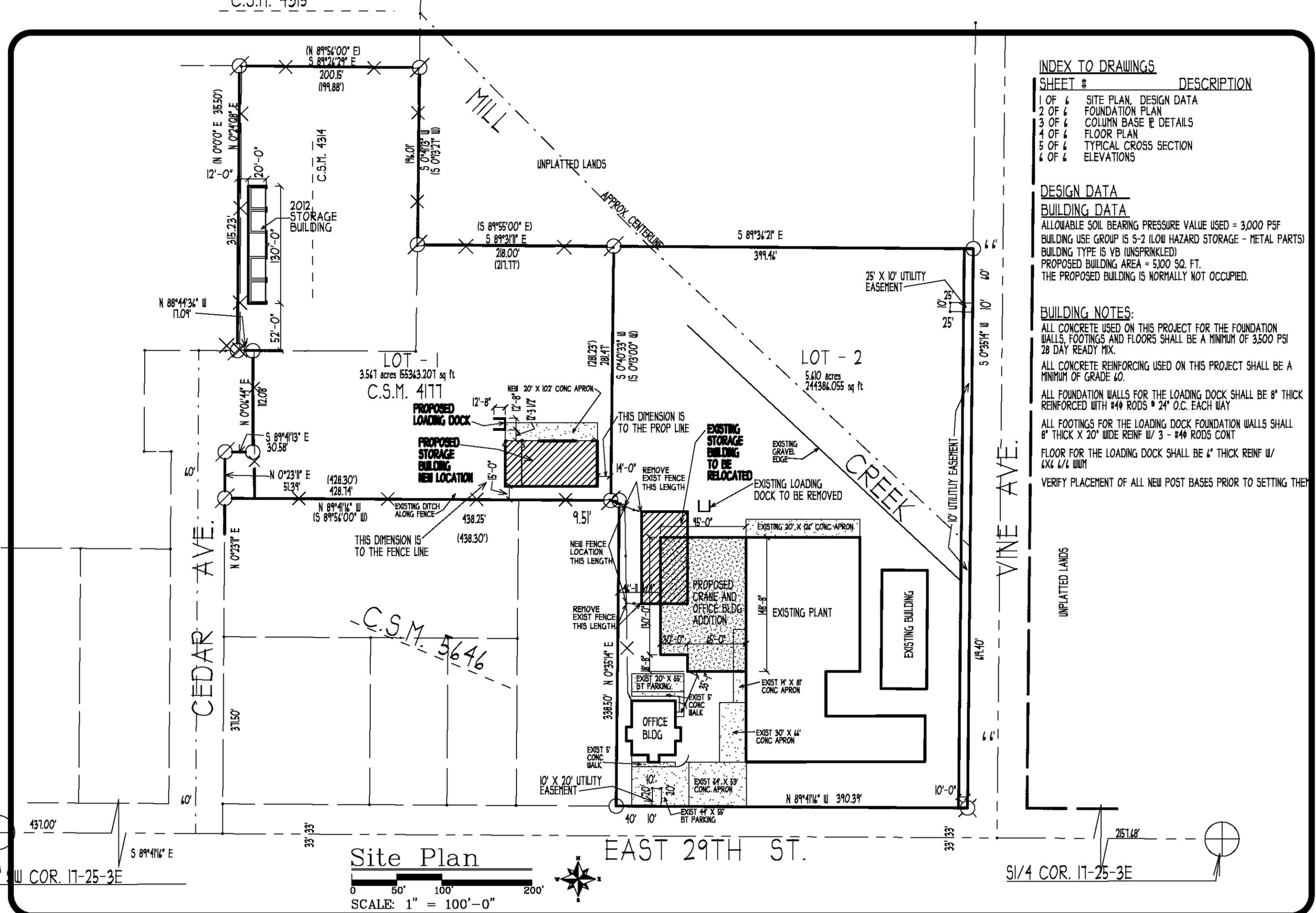
06/18/2014



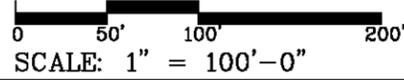
**Conditional Use Request: "Heigh Exception"**  
**City of Marshfield - Plan Commission**  
**Meeting Date: July 15, 2014**

Map Not To Scale  
 For Reference Only

ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.



Site Plan



**INDEX TO DRAWINGS**

SHEET #	DESCRIPTION
1 OF 6	SITE PLAN, DESIGN DATA
2 OF 6	FOUNDATION PLAN
3 OF 6	COLUMN BASE & DETAILS
4 OF 6	FLOOR PLAN
5 OF 6	TYPICAL CROSS SECTION
6 OF 6	ELEVATIONS

**DESIGN DATA**  
**BUILDING DATA**  
 ALLOWABLE SOIL BEARING PRESSURE VALUE USED = 3,000 PSF  
 BUILDING USE GROUP IS S-2 (LOW HAZARD STORAGE - METAL PARTS)  
 BUILDING TYPE IS VB (UNSPRINKLED)  
 PROPOSED BUILDING AREA = 5,100 SQ. FT.  
 THE PROPOSED BUILDING IS NORMALLY NOT OCCUPIED.

**BUILDING NOTES:**  
 ALL CONCRETE USED ON THIS PROJECT FOR THE FOUNDATION WALLS, FOOTINGS AND FLOORS SHALL BE A MINIMUM OF 3,500 PSI 28 DAY READY MIX.  
 ALL CONCRETE REINFORCING USED ON THIS PROJECT SHALL BE A MINIMUM OF GRADE 60.  
 ALL FOUNDATION WALLS FOR THE LOADING DOCK SHALL BE 8" THICK REINFORCED WITH #4@ RODS @ 24" O.C. EACH WAY  
 ALL FOOTINGS FOR THE LOADING DOCK FOUNDATION WALLS SHALL BE 8" THICK X 20" WIDE REINF #3 - #4@ RODS CONT  
 FLOOR FOR THE LOADING DOCK SHALL BE 6" THICK REINF #3 / #4@ 16" WUM  
 VERIFY PLACEMENT OF ALL NEW POST BASES PRIOR TO SETTING THEM

**REVISIONS**

NO.	DATE
1	6-16-2014
2	7-2-2014

**PROPOSED ADDITION FOR**  
**PAGET EQUIPMENT COMPANY**  
 417 EAST 29TH STREET MARSHFIELD, WISCONSIN  
**DON NIKOLAI CONSTRUCTION**  
 8867 EAST 29TH STREET  
 MARSHFIELD, WISCONSIN  
 COPYRIGHT © 2014 - DON NIKOLAI CONSTRUCTION

**DRAWN BY** D. IMMERFALL  
**DATE** 6-12-2014  
**PROJECT NO.** 14  
**SCALE** 1" = 100'-0"  
**SHEET** 1 OF 6

DRAWINGS 2014-PAGET BUILDING ADDITION

REVISIONS	
NO.	DATE
1	6-19-2014

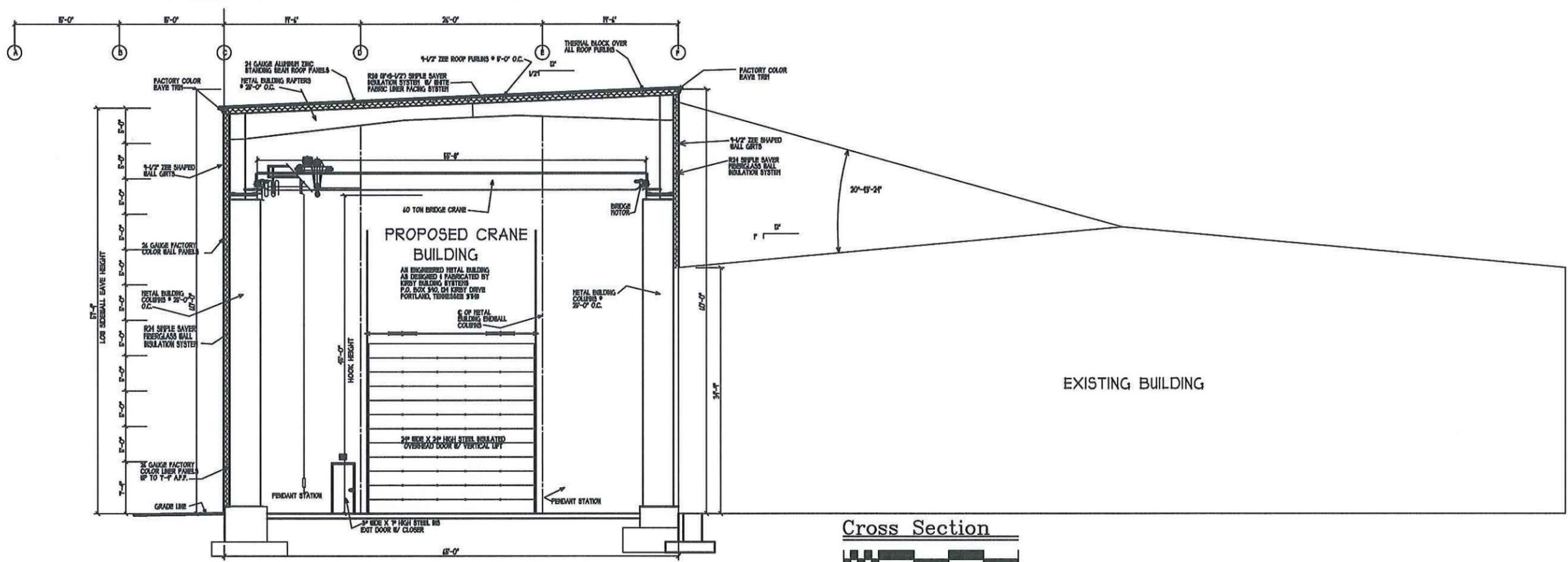
PLANT ADDITION FOR  
**PAGET EQUIPMENT COMPANY**  
 417 EAST 29TH STREET  
 MRAESHFIELD, WISCONSIN 54449

**DON NIKOLAI CONSTRUCTION**  
 8867 EAST 29TH STREET  
 MRAESHFIELD, WISCONSIN  
 715-384-8275  
 COPYRIGHT © 2014 - DON NIKOLAI CONSTRUCTION

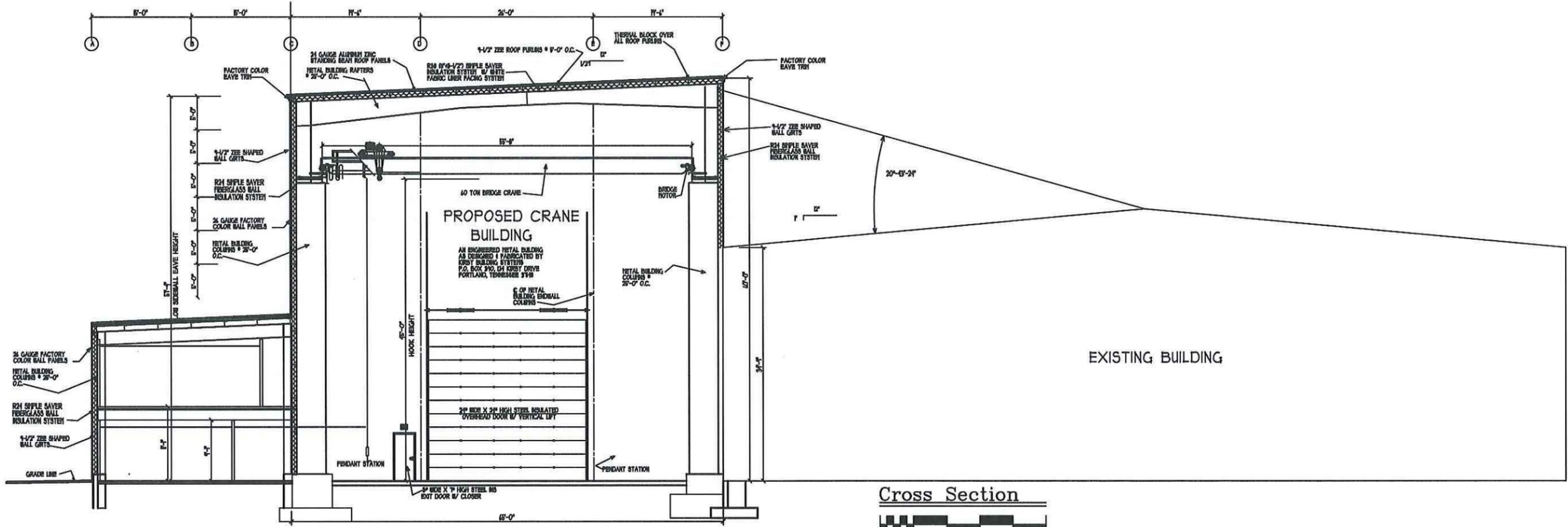


Drawn by	D. Immerfall
Date	4/21/2014
Project No.	14
Scale	As Noted
Sheet	3
	of
	5

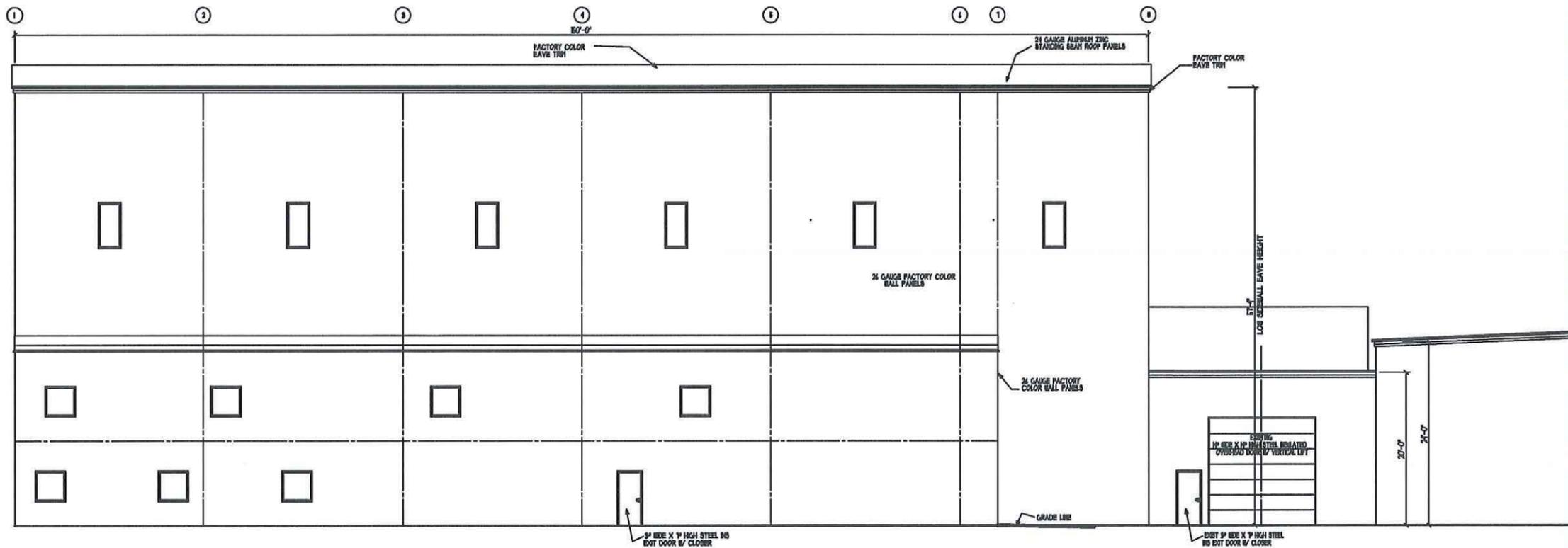
DRAWINGS FOR/PAGET EQUIPMENT COMPANY CROSS SECTION



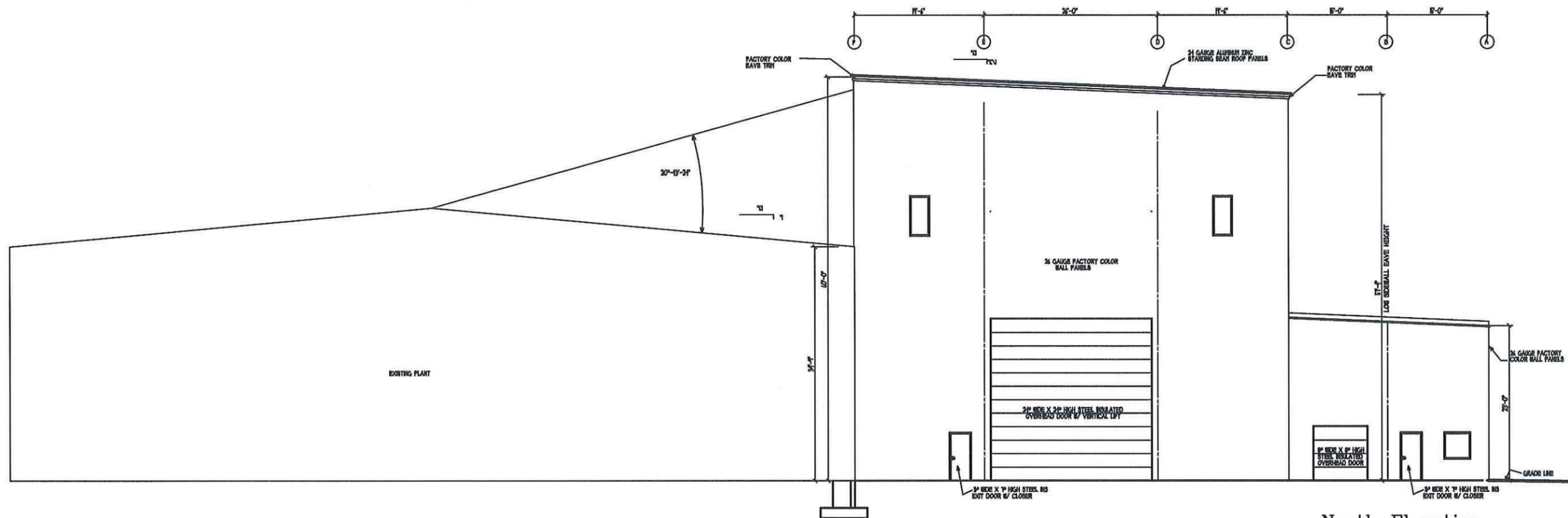
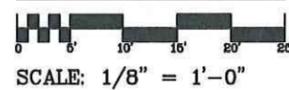
**Cross Section**  
 SCALE: 1/8" = 1'-0"



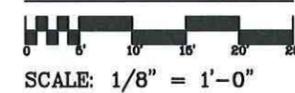
**Cross Section**  
 SCALE: 1/8" = 1'-0"



West Elevation



North Elevation



REVISIONS

NO.	DATE
1	6-19-2014

PLANT ADDITION FOR  
**PAGET EQUIPMENT COMPANY**  
 417 EAST 29TH STREET  
 MARSHFIELD, WISCONSIN 54449

**DON NIKOLAI CONSTRUCTION**  
 8807 EAST 29TH STREET  
 MARSHFIELD, WISCONSIN  
 715-384-8275  
 COPYRIGHT © 2014 - DON NIKOLAI CONSTRUCTION



Drawn by	D. Immerfall
Date	4/21/2014
Project No.	14
Scale	As Noted
Sheet	4
	of
	5







Mail Processing Center  
 Federal Aviation Administration  
 Southwest Regional Office  
 Obstruction Evaluation Group  
 2601 Meacham Boulevard  
 Fort Worth, TX 76193

Aeronautical Study No.  
 2014-AGL-5353-OE  
 Prior Study No.  
 2014-AGL-6767-OE

Issued Date: 06/13/2014

Don Nikolai Construction  
 Dennis Immerfall  
 8867 East 29th Street  
 Marshfield, WI 54449

**\*\* DETERMINATION OF NO HAZARD TO AIR NAVIGATION \*\***

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure: Building Paget Equipment Company  
 Location: Marshfield, WI  
 Latitude: 44-38-30.36N NAD 83  
 Longitude: 90-10-35.23W  
 Heights: 1223 feet site elevation (SE)  
 60 feet above ground level (AGL)  
 1283 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- At least 10 days prior to start of construction (7460-2, Part 1)
- Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/lighting are accomplished on a voluntary basis, we recommend it be installed and maintained in accordance with FAA Advisory circular 70/7460-1 K Change 2.

The structure considered under this study lies in proximity to an airport and occupants may be subjected to noise from aircraft operating to and from the airport.

This determination expires on 12/13/2015 unless:

- (a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
- (b) extended, revised, or terminated by the issuing office.
- (c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within

6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates , heights, frequency(ies) and power . Any changes in coordinates , heights, and frequencies or use of greater power will void this determination. Any future construction or alteration , including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Airmen (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

If we can be of further assistance, please contact our office at (847) 294-7575. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2014-AGL-5353-OE.

**Signature Control No: 217133419-220892550**  
Vivian Vilaro  
Specialist

( DNE )



# City of Marshfield Memorandum

---

TO: Plan Commission  
FROM: Sam Schroeder, Zoning Administrator  
DATE: July 15, 2014

RE: Conditional Use Request by George and Anne Lescynski to allow a detached "Residential Accessory Building" to exceed the maximum accessory structure allowance of 1,200 square feet and exceed the footprint of the ground floor area of the principal building located at 3013 West Veterans Parkway, zoned "SR-4" Single-Family Residential District.

## **Background**

George and Anne Lescynski are proposing to construct a 32 feet by 40 feet - 1280 square feet detached residential garage. The existing garage is currently too small to serve the Applicant's needs. The proposed garage would replace the existing garage. The conditional use request is to exceed the maximum structure allowance for a residential accessory building of 1,200 square feet and exceed the footprint of the ground floor area of the principal building located at 3013 West Veterans Parkway, zoned "SR-4" Single Family Residential District.

## **Analysis**

According to Section 18-65(8) of the Municipal Zoning Code the total area of all residential accessory buildings on a single property shall not exceed the ground floor area of the principal building used for residence and are permitted by right up to 1,200 square feet of total gross ground floor area. Any exceptions to these requirements must be approved through a conditional use.

The proposed garage is 1,280 square feet which is 80 square feet over the maximum size allowance of 1,200 square feet and 362 square feet over the ground floor area of the principal building, which is 918 square feet.

Conditional Use Decision Criteria of 18-161(6)(c):

- (a) The Zoning Administrator shall review the complete application and evaluate whether the proposed amendment:
  - 1. Is in harmony with the recommendations of the Comprehensive Plan.

The proposed expansion does not conflict with the comprehensive plan.

2. Will result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future.

The proposed garage will improve the overall look of the property, increasing the amount of interior storage space and decreasing the amount of exterior storage.

3. Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The proposed garage maintains the existing land use, but increases the overall lot coverage, decreasing the open space on the property. The existing principal building and proposed garage do not exceed the maximum lot coverage percentage.

4. The conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

The existing property will not require any additional services.

5. The potential public benefits outweigh any and all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.

There will be no adverse impact to the City.

### **Plan Commission Options**

The Plan Commission can make the following recommendations:

1. Approval of the request with any exceptions, conditions, or modifications the Commission feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

### **Recommendation**

APPROVE a Conditional Use Permit request by George and Anne Lescynski to allow a residential detached accessory structure to exceed the maximum size allowance of 1,200 square feet and exceed the footprint of the footprint of the ground floor area of the principal building located at 3013 West Veterans Parkway, zoned "SR-4" Single Family Residential District with the following conditions:

1. Construction of the garage must commence within one year of approval.
2. The garage must be constructed of similar building materials and visual appearance as the principal structure located on premise.
3. Any expansion to the driveway must be hard-surfaced within one year of the completion of the garage.
4. Final approval shall be contingent on the approval of a building permit.

**Attachments**

1. Application
2. Location Map
3. Site Plan

Concurrence:



---

Jason Angell  
Planning and Economic Development Director



**MARSHFIELD**  
The City in the Center

Revised: 04/25/14

**Department of Planning & Economic Development**

City of Marshfield

P.O. Box 727

630 S Central Ave, Marshfield, WI 54449-0727

Ph: 715-486-2077 Fax: 715-384-7631

Email: Sam.Schroeder@ci.marshfield.wi.us

**Conditional Use Permit Application**

Fee: \$250.00

Today's Date: 06/04/2014

**OFFICE USE ONLY**

Date Received:	Fee Receipt Number: 43952 6-11-14 <i>cm</i>	Zoning District:	Parcel #:
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**SITE INFORMATION**

Site Address: 3013 W Veterans Parkway, Marshfield, WI 54449	Present Land Use: garage and lawn
Legal Description: Lot 40 of Assessor's Plat No. 1, Town of Spencer, now in the City of Marshfield, Marathon County, Wisconsin	

**APPLICANT INFORMATION**

Applicant Name: George and Anne Lescynski	Phone #: 715-650-7476 or 715-387-4471	Email Address: leszynski@hotmail.com
Address, City, State, Zip: 3013 W Veterans Parkway, Marshfield, WI 54449		
The Applicant is the <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Representative/Other (Describe):		

**OWNER INFORMATION (IF DIFFERENT THAN APPLICANT INFORMATION)**

Owner Name:	Owner Phone #:	Owner Email Address:
Owner Address, City, State, Zip:		

**DETAIL OF CONDITIONAL USE REQUEST**

Proposed Land Use: three car garage	Proposed # of Employees:	Proposed Hours of Operation:
<input checked="" type="checkbox"/> Residential or <input type="checkbox"/> Nonresidential	Number of Buildings: 1	Number of Units:
		Density (units per acre):
Narrative of Conditional Use Request	We would like to build a three car garage. Dimensions to be 32' by 40' in the location of our present garage.	
Future Plans/Modifications:	Time Needed to Finish Request:	

**CODE REQUIREMENT REFERENCES (ZONING CODE - CHAPTER 18)**

<input checked="" type="checkbox"/> Setback Requirements - Article II: Establishment of Zoning Districts
<input type="checkbox"/> Parking Requirements - Article III: Land Use Regulations
<input type="checkbox"/> Lighting, Storage, and Parking Standards - Article VII: Design and Performance Standards
<input type="checkbox"/> Landscape Requirements - Article VIII: Landscape Requirements

**DOCUMENTATION SUBMITTED**

<input checked="" type="checkbox"/> Site Plan <input type="checkbox"/> Landscape Plan <input type="checkbox"/> Lighting Plan <input type="checkbox"/> Survey <input type="checkbox"/> Photographs <input type="checkbox"/> Other:
---

Required documentation must be submitted to the Planning & Economic Development Department in order for the application to be placed on the Plan Commission meeting agenda. Although attendance by applicants at the Plan Commission meeting is optional, it is STRONGLY ADVISED that applicants make every effort to attend. Failure to attend can result in the denial or delay of an application due to incomplete information. Fees: the required fee of \$250 shall be submitted with this application, and shall not be refunded should this application be denied.

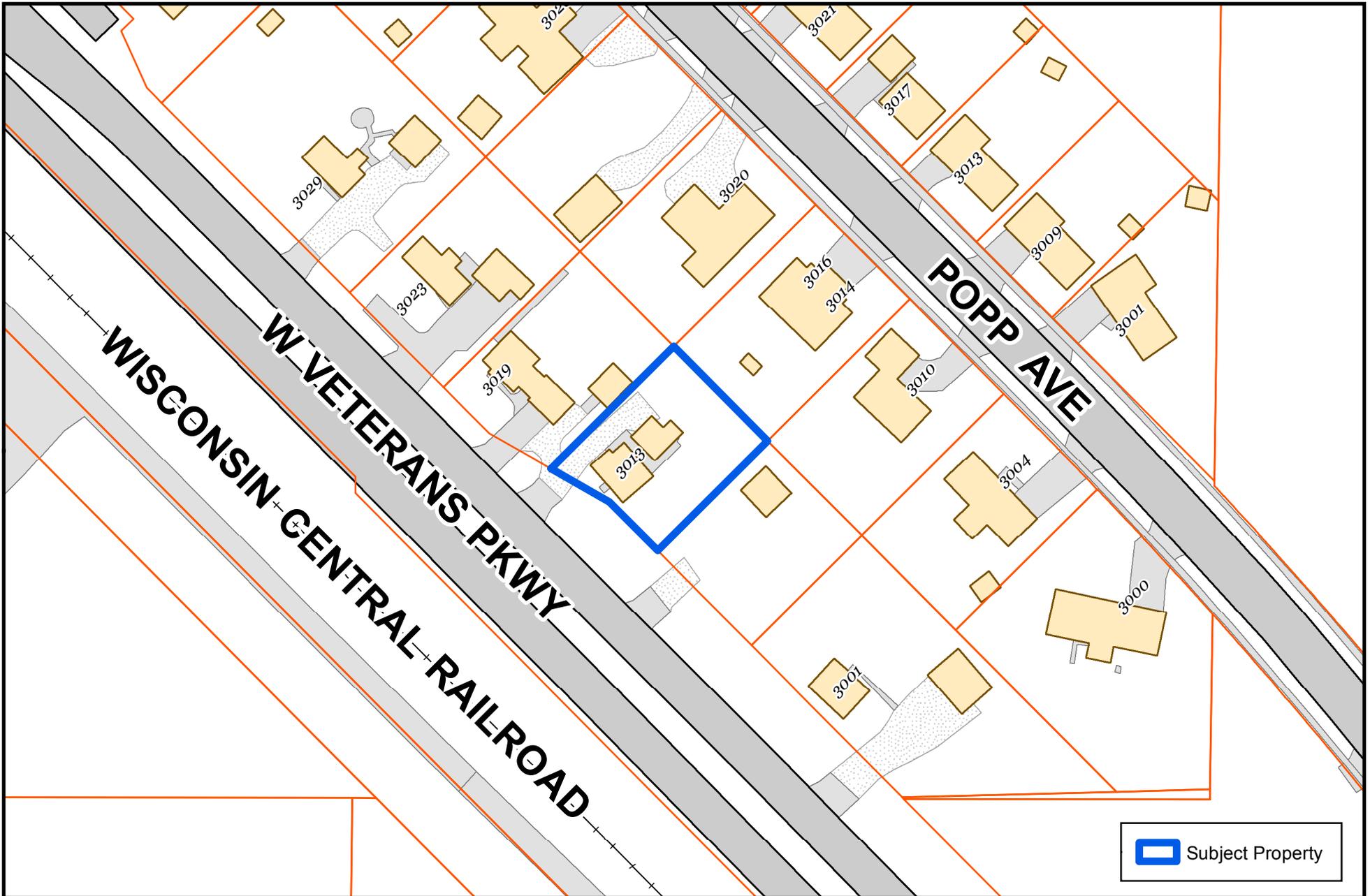
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Applicant Signature:

*Amitt Desjardis*

Date:

6-11-14



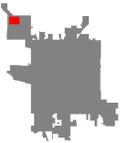
 Subject Property

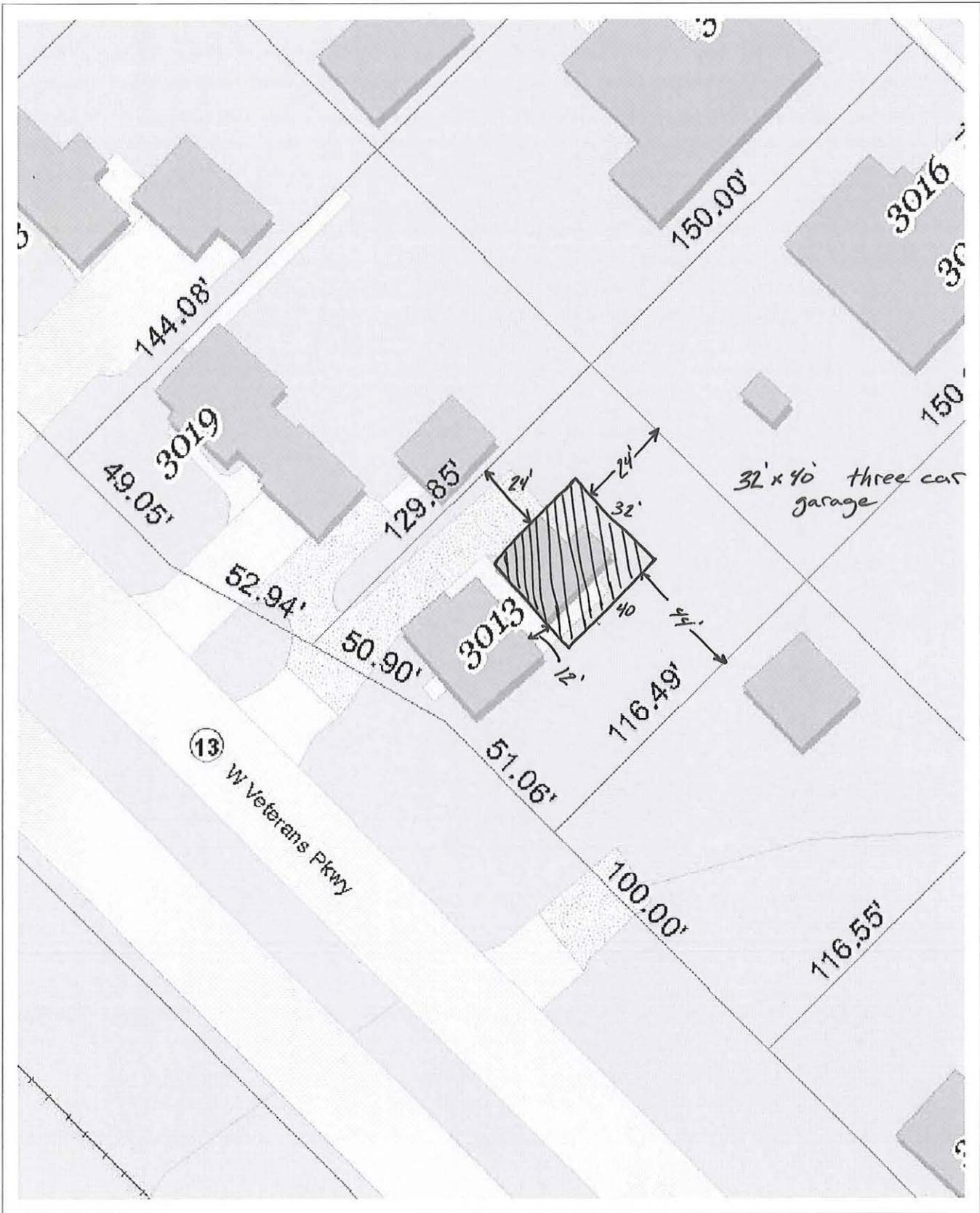


**CUP - Large Accessory Structure - 3013 W Veterans Pkwy**  
**City of Marshfield - Plan Commission**  
**Meeting Date: July 17, 2014**

Map Not To Scale  
 For Reference Only

ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.





**City of Marshfield GIS  
Intranet Mapping Application**





# City of Marshfield Memorandum

---

TO: Plan Commission  
FROM: Sam Schroeder, Zoning Administrator  
DATE: July 15, 2014

RE: Conditional Use Request by TJ Esser, representing TJ's Customs and Auto Repair LLC to allow a "Vehicle Repair" commercial land use facility in the "GI" General Industrial District, located at 1606 South Popple Avenue.

## **Background**

TJ Esser, representing TJ's Customs and Auto Repair LLC is requesting a conditional use permit to continue to allow a "Vehicle Repair" commercial land use facility in the "GI" General Industrial District, located at 1606 South Popple Avenue.

This past March, the City Plan Commission approved a similar conditional use request by Jake Bernarde on the same parcel, with the property address of 1700 South Popple Avenue to allow a vehicle service and repair shop that predominately serviced heavy trucks (semi-trucks). The conditions of approval included that the property may not have any exterior storage pertaining to vehicle repair and service except semi-trailers and all vehicle repair and service work shall be by appointment only.

## **Analysis**

Unaware that a vehicle repair shop was only permitted as a conditional use in the General Industrial District, the Applicant has been operating the business at the said location since August of 2013. Although the conditional use is for a vehicle repair use, the business primarily focuses on auto customization. TJ's Customs and Auto Repair LLC is a licensed business that is registered through the Wisconsin Department of Financial Institutions. The Applicant has stated that he is in the process of receiving a motorcycle manufacturing license. Between the customization and this manufacturing license, the business is arguably a mix between a commercial and industrial land use.

Conditional Use Decision Criteria of 18-161(6)(c):

(a) The Zoning Administrator shall review the complete application and evaluate whether the proposed amendment:

1. Is in harmony with the recommendations of the Comprehensive Plan.

The proposed use does not conflict with the comprehensive plan. Auto Customization is difficult to classify. It could be considered vehicle repair, vehicle service or arguably light industrial.

2. Will result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future.

Currently there is already an existing vehicle repair shop on the same parcel and the property is located at the end of a dead end road in the General Industrial District.

3. Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The exterior of building will not change and the property will primarily be used for manufacturing and customization.

4. The conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

Currently the entire property is not served by sewer or water. However, the City already has plans in the near future to run sewer and water to these sites. The building inspector has stated that he is okay with the property using a temporary restroom facility.

5. The potential public benefits outweigh any and all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.

There will be no adverse impact to the City.

## **Plan Commission Options**

The Plan Commission can make the following recommendations:

1. Approval of the request with any exceptions or conditions the Commission feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

## **Recommendation**

APPROVE a Conditional Use Permit by TJ Esser, representing TJ's Customs and Auto Repair LLC to allow a "Vehicle Repair" commercial land use facility in the "GI" General Industrial District, located at 1606 South Popple Avenue with the following conditions:

1. Except for semi-trailers, the property may not have any exterior storage pertaining to vehicle repair and service.
2. All vehicle repair and service work shall be by appointment only.

## **Attachments**

1. Application
2. Location Map

Concurrence:



---

Jason Angell  
Planning and Economic Development Director



**MARSHFIELD**  
The City in the Center

Revised: 04/25/14

**Department of Planning & Economic Development**

City of Marshfield

P.O. Box 727

630 S Central Ave, Marshfield, WI 54449-0727

Ph: 715-486-2077 Fax: 715-384-7631

Email: Sam.Schroeder@ci.marshfield.wi.us

**Conditional Use  
Permit Application**

Fee: \$250.00

Today's Date: 6/20/14

**OFFICE USE ONLY**

Date Received: June 20, 2014	Fee Receipt Number: <u>44169</u>	Zoning District: G1	Parcel #: 330-3418-8
---------------------------------	-------------------------------------	------------------------	-------------------------

**SITE INFORMATION**

Site Address: 1606 S Popple Ave	Present LandUse: Vehicle Repair and Manufacturing
------------------------------------	--

Legal Description:	
--------------------	--

**APPLICANT INFORMATION**

Applicant Name: TJ Customs and Auto Repair LLC	Phone #: 715-305-1757	Email Address: tjscustoms@hotmail.com
---	--------------------------	--

Address, City, State, Zip: 1504 S Cedar Ave
--

The Applicant is the  Owner  Authorized Representative/Other (Describe): co-owner / office administrator

**OWNER INFORMATION (IF DIFFERENT THAN APPLICANT INFORMATION)**

Owner Name: Hawaiian Flowers	Owner Phone #:	Owner Email Address:
---------------------------------	----------------	----------------------

Owner Address, City, State, Zip: PO Box 839 Marshfield, WI
---

**DETAIL OF CONDITIONAL USE REQUEST**

Proposed Land Use: Vehicle Repair	Proposed # of Employees:	Proposed Hours of Operation: 5:30 PM to Midnight
--------------------------------------	--------------------------	---

<input type="checkbox"/> Residential or <input checked="" type="checkbox"/> Nonresidential	Number of Buildings: 2	Number of Units:	Density (units per acre):
--	---------------------------	------------------	---------------------------

Narrative of Conditional Use Request: Would like to run a vehicle repair shop and manufacture shop in the general industrial zoning district. Currently located across the street there is heavy vehicle repair shop. The vehicle repair use is approximately 15% of the business.

Future Plans/Modifications:	Time Needed to Finish Request:
-----------------------------	--------------------------------

**CODE REQUIREMENT REFERENCES (ZONING CODE - CHAPTER 18)**

- Setback Requirements - Article II: Establishment of Zoning Districts
- Parking Requirements - Article III: Land Use Regulations
- Lighting, Storage, and Parking Standards - Article VII: Design and Performance Standards
- Landscape Requirements - Article VIII: Landscape Requirements

**DOCUMENTATION SUBMITTED**

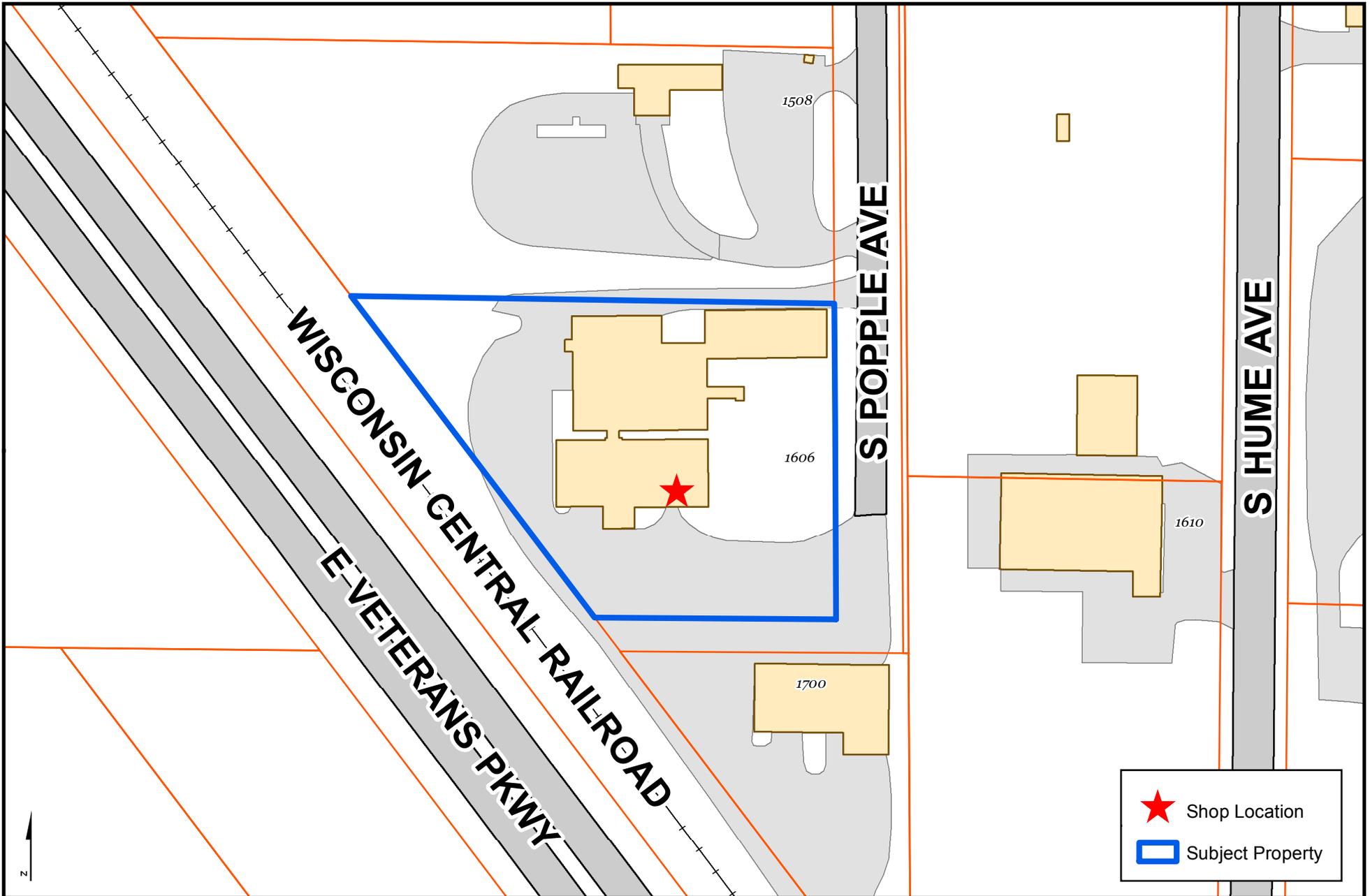
- Site Plan  Landscape Plan  Lighting Plan  Survey  Photographs  Other:

Required documentation must be submitted to the Planning & Economic Development Department in order for the application to be placed on the Plan Commission meeting agenda. Although attendance by applicants at the Plan Commission meeting is optional, it is STRONGLY ADVISED that applicants make every effort to attend. Failure to attend can result in the denial or delay of an application due to incomplete information. Fees: the required fee of \$250 shall be submitted with this application, and shall not be refunded should this application be denied.

I hereby apply for a conditional use permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Marshfield and with Wisconsin Statutes and Building Codes; that the Plan Commission may recommend conditions not expressly stated, prior to the meeting, in documentation or by staff, or deny in part or in whole this request; that I understand this form is not in itself a conditional use permit but only an application for one and is valid only with procurement of applicable approvals. The Common Council shall be the final approval authority for the conditional use. In addition, as owner or authorized agent, my signature authorizes the City Staff or their representatives including members of the Plan Commission and Common Council to visit and inspect the property for which this application is being submitted.

Applicant Signature:

Date: 6-20-2014



 Shop Location  
 Subject Property



**CUP - Vehicle Repair Commercial Land Use in 'GI' District**  
**City of Marshfield - Plan Commission**  
**Meeting Date: July 17, 2014**

Map Not To Scale  
For Reference Only

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# City of Marshfield Memorandum

---

TO: Plan Commission  
FROM: Josh Miller, Planner/Zoning Administrator  
DATE: July 15, 2014

RE: Certificate of Appropriateness Request by the City of Marshfield for Cab Roof, Interior, and Window Restoration of the Soo Line Steam Locomotive No. 2442, located at 1800 South Roddis Avenue.

## **Background**

After designation of a local historic structure, site or district, no person shall alter, reconstruct, move or permit any alteration of all or any exterior portion of a historic structure or site or a property within a historic district unless the Historic Preservation Committee has recommended and the City Plan Commission has approved such work, and the Building Services Supervisor has issued a Certificate of Appropriateness.

This feature in Marshfield has a lot of local historic significance. The Soo Line Steam Locomotive No. 2442 was built in 1911 by the Schenectady Works of the American Locomotive Company for the Wisconsin Central Railroad and it was identified by the Marshfield Intensive Architectural Survey that was undertaken in 2004-2005 as a resource having potential for listing in the National Register of Historic Places (NRHP) because of its local significance. It has subsequently been placed on all three historic registers (National, State, and Local). Research shows that the Soo Line Steam Locomotive No. 2442 is of local significance because it is an excellent, highly intact, representative example of early twentieth century locomotive engineering. Today, No. 2442 is the only survivor of its class. Because No. 2442 is still complete and uncompromised, it is believed that its engineering significance is also still intact today. In addition, No. 2442 is also associated with railroads (the Wisconsin Central and the Soo Line) that were of immense importance in the history of the City of Marshfield.

The Historic Preservation Committee has been working on a restoration project for the Soo Line Steam Locomotive No. 2442. Although the building has a shelter structure over the top, it does not completely protect the cab from all the elements. The cab roof, windows, and interior decking are in disrepair. Some of the wood is severely rotting and is in need of replacement.

## **Analysis**

Certificate of Appropriateness requirements only relate to locally designated structures, sites and districts. In this case, the “Soo Line Steam Locomotive No. 2442” falls under the definition of a locally designated historic structure where a Certificate of Appropriateness is required for any exterior alteration or reconstruction. A review and recommendation is required by the Historic Preservation Committee with approval from the Plan Commission.

Keith Meacham has put together the background information for what is needed for the Soo Line Steam Locomotive No. 2442 restoration project. Because the structure is on the local register, a Certificate of Appropriateness (COA) is required. Below is a summary of the proposed restoration project:

- Replace the entirety of the cab roof.
- Recover the roof as the Soo Line had done, with rolled asphalt roofing, typical Soo Line practice for Steam Locomotives and Wooden Cabooses.
- Replace the cab firing deck and elevated seat deck.
- Window slides need to be replaced on both sides of the cab.
- One window needs to be completely refabricated.
- Access doors for the injectors both need to be completely refabricated.
- Replace the handgrabs on the rear tender end beam with switch-style pilot footboards.

The plan is to do all work adhering to the original construction methods used initially; most construction is wood and the plan is to replace removed components with the same materials. Existing hardware on the locomotive will be re-used as much as possible. Any glass surfaces are intended to be replaced with Lexan Plastic.

The COA application and project narrative is included in the packet, provides a more detailed description of the project and includes correlating photos.

For each Certificate of Appropriateness application the Historic Preservation Committee shall determine if the proposed work would not detrimentally change, destroy or adversely affect any feature of the improvement, would harmonize with the external appearance of the neighboring sites, and, if in a historic district, would conform to the established preservation plan objectives and design criteria.

## **Historic Preservation Committee Recommendation**

The Historic Preservation Committee met on Monday, July 7, 2014 and reviewed the application. Their recommendation was to approve the project as presented.

## **Plan Commission Options**

The Plan Commission can make the following recommendations:

1. Approval of the request with any exceptions, conditions, or modifications the Commission feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Plan Commission.
3. Table the request for further study.

## **Recommendation**

Approve the Certificate of Appropriateness Application by the City of Marshfield for Cab Roof, Interior, and Window Restoration of the Soo Line Steam Locomotive No. 2442, located at 1800 South Roddis Avenue.

## **Attachments**

1. Application
2. Site Map

Concurrence:



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Jason Angell  
Planning and Economic Development Director



**MARSHFIELD**  
The City in the Center

Revised: 04/25/14

**Department of Planning & Economic Development**

City of Marshfield

P.O. Box 727

630 S Central Ave, Marshfield, WI 54449-0727

Ph: 715-486-2077 Fax: 715-384-7631

Email: Sam.Schroeder@ci.marshfield.wi.us

**Certificate of  
Appropriateness**

Today's Date: May 29, 2014

**OFFICE USE ONLY**

Date Received: 5-29-14	Fee Receipt Number: N/A	Zoning District: SR-3	Parcel #: 3303530A
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**SITE INFORMATION**

Historic District/Landmark: Soo Line Steam Locomotive No. 2442			
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Site Address: 1600 S Roddis Ave	Lot #:	Block #:	Subdivision:
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Present Land Use of Property & Building: Wildwood Park
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**APPLICANT INFORMATION**

Applicant Name: City of Marshfield	Phone #: 715-486-2075	Email Address: josh.miller@ci.marshfield.wi.us
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Address, City, State, Zip: 630 S Central Ave
---

The Applicant is the  Owner  Contractor/Other (Describe): On behalf of the City of Marshfield and the Historic Preservation Committee

**OWNER INFORMATION (IF DIFFERENT THAN APPLICANT INFORMATION)**

Owner Name:	Owner Phone #:	Owner Email Address:
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Owner Address, City, State, Zip:
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**CONTRACTOR**

Name:	Phone #:	Email Address:
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Address, City, State, Zip:
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**ARCHITECT/ENGINEER**

Name:	Phone #:	Email Address:
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Address, City, State, Zip:
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**PROJECT DETAILS**

Description of Proposed Work:	The restoration project for the Soo Line Steam Locomotive No. 2442 will consist of: replacing the entire cab roof with like materials and recover with rolled asphalt roofing, rebuild and replace the cab seats, replace the cab fire deck and elevated seat deck, and replace the windows of the cab with Lean Plastic.
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Estimated Cost of Work:
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**DOCUMENTATION SUBMITTED**

Site Plan  Material Sample  Drawings/Sketches  Photographs  Building Plans/Elevations  Other:

Required documentation must be submitted to the Planning & Economic Development Division in order for the application to be placed on the Historic Preservation Committee meeting agenda. Although attendance by applicants at the Historic Preservation Committee meeting is optional, it is STRONGLY ADVISED that applicants make every effort to attend. Failure to attend can result in the denial or delay of an application due to incomplete information. The Certificate of Appropriateness applies only to Locally Designated Districts or Landmarks and has no implications on State or Federal Historic Preservation Tax Credits.

I hereby apply for a Certificate of Appropriateness, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Marshfield and with Wisconsin Building Codes; that I under this is not a certificate but only an application for a certificate and work is not to start without a certificate and applicable permits.

Applicant Signature:

*Josh Miller*

Date:

5-29-14

## SUBMITTAL CRITERIA CHECKLIST

The documentation listed below must be submitted with the application for a Certificate of Appropriateness.

### ALL WORK

- Photograph of structure and existing conditions from all relevant sides

### REMODELING AND ADDITIONS

- Elevation and plan drawings to scale indicating proposed alterations or additions, clearly indicating the existing building and what is proposed, and including the relationship to adjacent structures.
- Exterior material description.
- Site plan showing: 1) dimensions of lot; 2) location and dimensions of existing building; 3) location and dimensions of addition; and 4) location of all exterior, ground, and roof mounted equipment.
- Color samples and placement on the structure.
- Historic plans, elevations or photographs if the request is to return a structure to an earlier historic appearance.

### PAINTING, STUCO, REPOINTING

- Color photographs of all areas involved and surrounding structures if applicable.
- Samples of colors and/or materials to be used.

### FENCES AND LANDSCAPING

- Site plan showing location of fence or landscaping.
- Dimensioned elevation and section to scale, showing design of fence, materials, and height in relationship to adjacent structures.
- Dimensioned landscape plan showing location of landscaping and plant materials to be used.
- Photograph of area to be fenced or landscaped.

### RELOCATION

- Photographs of structure on current site.
- Reason for request to move building.
- Dimensioned site plan to scale showing proposed building on new site and adjacent building scale.
- Elevation showing height and width relationship of structure on new site to adjacent properties and those across the street.
- Color photographs of structures within vicinity of new site.

### NEW CONSTRUCTION

- Dimensioned site plan to scale showing proposed building on site and adjacent buildings. Include parking areas and any roof or ground mounted equipment.
- Elevation showing height and width relationship to existing buildings.
- Color photographs of proposed site and structures within vicinity of new building.
- Color, materials, and all significant detail clearly indicated.



# Soo Line Steam Locomotive 2014 Cab Restoration Work



## 2442 Cab Project

- **Replace the following:**
  1. **One Cab window for Engineer's side**
  2. **upper and lower window slides/guides on engineer's side**
  3. **Roof Arches---one is fully rotted through**
  4. **Both Access Doors for Injectors, Fireman's side and Engineer's side**
  5. **"Firing Deck" in cab, or, Cab Floor.**
  6. **Seats on both sides (Ed Englehart has drawings of these items)**
  7. **Reinstallation of existent hardware, including:**
    - **Both side windshield wipers/window scrapers**
    - **Cab roof ventilator openers**
    - **Engineer's side front window**
  8. **Cab roof, including present covering which is rolled roofing**
  9. **re-attach hand grabs on engineer's side**

### **Repair and replace:**

1. **Front cab wall?**
2. **Existing sides?**
3. **Back Wall?**
4. **Seat decking**
5. **Possible replacement of end beams on each end of tender?**
6. **Pilot Footboards on rear of Tender? All Soo Line Steam had them' why the Soo Line removed them on 2442 I have no idea.**

**Replacing the entire cab? So far, Josh and I have been in touch with two individuals, one of which is Steve Sandberg, noted for his hands-on experience with Milwaukee Road #261 (Full restoration and operation) and several other static displays of steam locomotives. Mr. Sandberg advocates replacing the cab with a steel-clad, wooden interior cab to approximate the original. Our current cab is wooden with steel plated sides. The biggest problem was allowing sand-blasting work to include the paint on all the wood inside the cab; this exposed it to forces of nature which hasn't helped it one bit. I'd like to get a full estimate of what steel-cladding a cab would cost; in terms of future durability, it would be the best way to go in the long run.**

## *#2442 Cab Restoration*

### Short List of what needs to be done

The Historical Preservation Committee authorized funds to be made available for restoring the Cab on ex-Wisconsin Central/Soo Line 2-8-0 Consolidation type Number 2442. In this explanation sheet, Drawings and Photo numbers will be correlated to explain what we have in mind to do. At this point the plan is to do all work adhering to the original construction methods used initially; most construction is wood and the plan is to replace with same. Existing hardware on the locomotive will be re-used as much as possible. Protection will be three coats of primer over all surfaces, with three coats of oil-based exterior paint. Any glass surfaces are intended to be replaced with Lean Plastic.

Cab Seats are to be replaced after reconstruction of the cab is completed. These also have to be completely rebuilt.

At this point, it is the intention to replace the entirety of the cab roof, as there is rot between the boards that make up the roof. This includes rebuilding the two square Cab Vents on the roof. At this stage, the area of the rotted roof arch in the cab is very weak and will have to be replaced. Now that we have the shelter over the locomotive, it makes it less likely the roof may collapse, but for preservation's sake, it should be completely redone.

With the roof work completed, it is in the plan to recover the roof as the Soo Line had done, with rolled asphalt roofing, typical Soo Line practice for Steam Locomotives and Wooden Cabooses.

The photographs and drawings illustrate the work proposed to be done. Consultation was done with Steve Sandberg of Milwaukee Road #261 who will oversee this project for us for his consulting fee.

The Drawings and photographs:

Photo1, Photo 2 and Drawing #1:

Cab firing deck and elevated seat deck to be replaced with wood, 2x4 for the firing deck. Cab seats to be replaced when cab projected completed.

Photo 3, Drawing 2:

Photo shows how the cab side looks currently. Cab side is sheeted in steel; the wall behind is wood. One window on this side needs complete fabrication, as do both Access Doors for the Injectors. Windows are good on the Fireman's side. Both sides need the Window Slides replaced.

Photo 4, Photo 5, Photo 6 Drawing 3:

Photos #4 & #6 show the rotted roof arch beam to the best advantage. This rotted arch has resulted in the roof getting a pronounced sag in between the cab roof vents. Also, the roof itself has become quite weak; if you try opening the roof vent, the entire roof structure around and including the vent hatch moves upwards. Although you can not see it, there are spots in between the original roof boards where you can see daylight through the joints. The roof is tongue-and-groove boards and the intent is to replace with same, if possible.

Photo # 5 shows the Smoke Deflector on the rear of the cab above the overhang. As one can see, it is showing rust holes through it, and we would like to replace it, using the original angled braces if possible.

Drawing # 3 shows what we intend to do. Repair will be done with a wooden-laminate cut to fit the arch of the current roof using new tongue-and-groove boards to replace the older, rotting boards.

Photo 7, Drawing 4:

Photo #7 and Drawing #4 illustrate our desire to replace the handgrabs on the rear tender end beam with the Switch-style Pilot Footboards this locomotive originally had. No one really knows why the Soo Line removed the original switcher-type footboards from the tender on this Locomotive; one theory was to make the engine look "more presentable", but, being a freight locomotive, it would have worn Switcher-type Pilot Footboards on the rear of the tender more likely than not.

PHOTO #1



PHOTO #2



TOP VIEW  
CAB FLOOR

DRAWING # 1

SEAT DECK  
FLOOR TO BE REPAVED

FIRING  
DECK  
TO  
BE REPLACED

FIRE BOX

SEAT DECK FLOOR  
ALREADY REPAVED

FIRING DECK AND SEAT DECKS TO BE  
REPLACED WITH NEW WOOD AS PER  
ORIGINAL

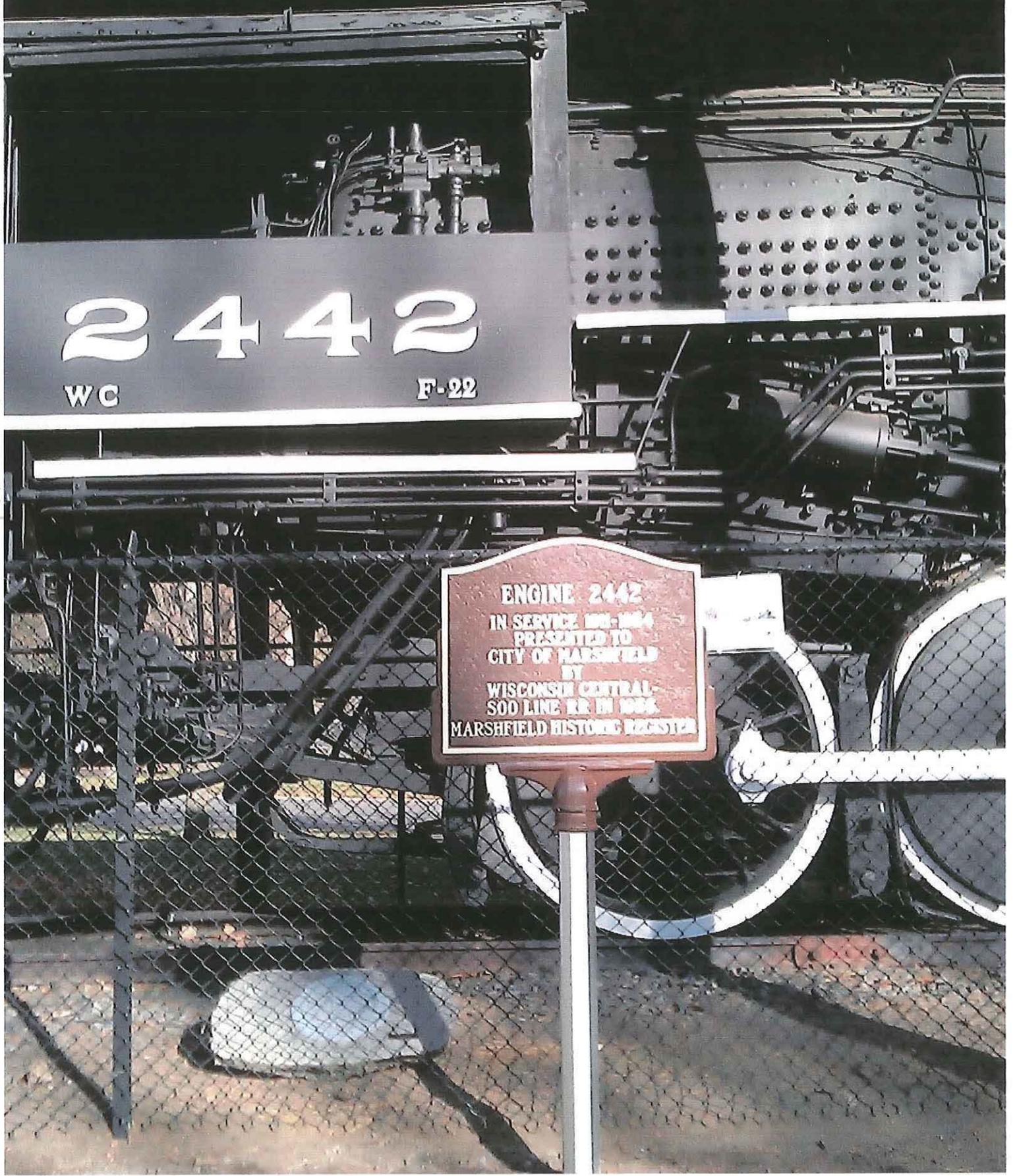
Photo #3

2442

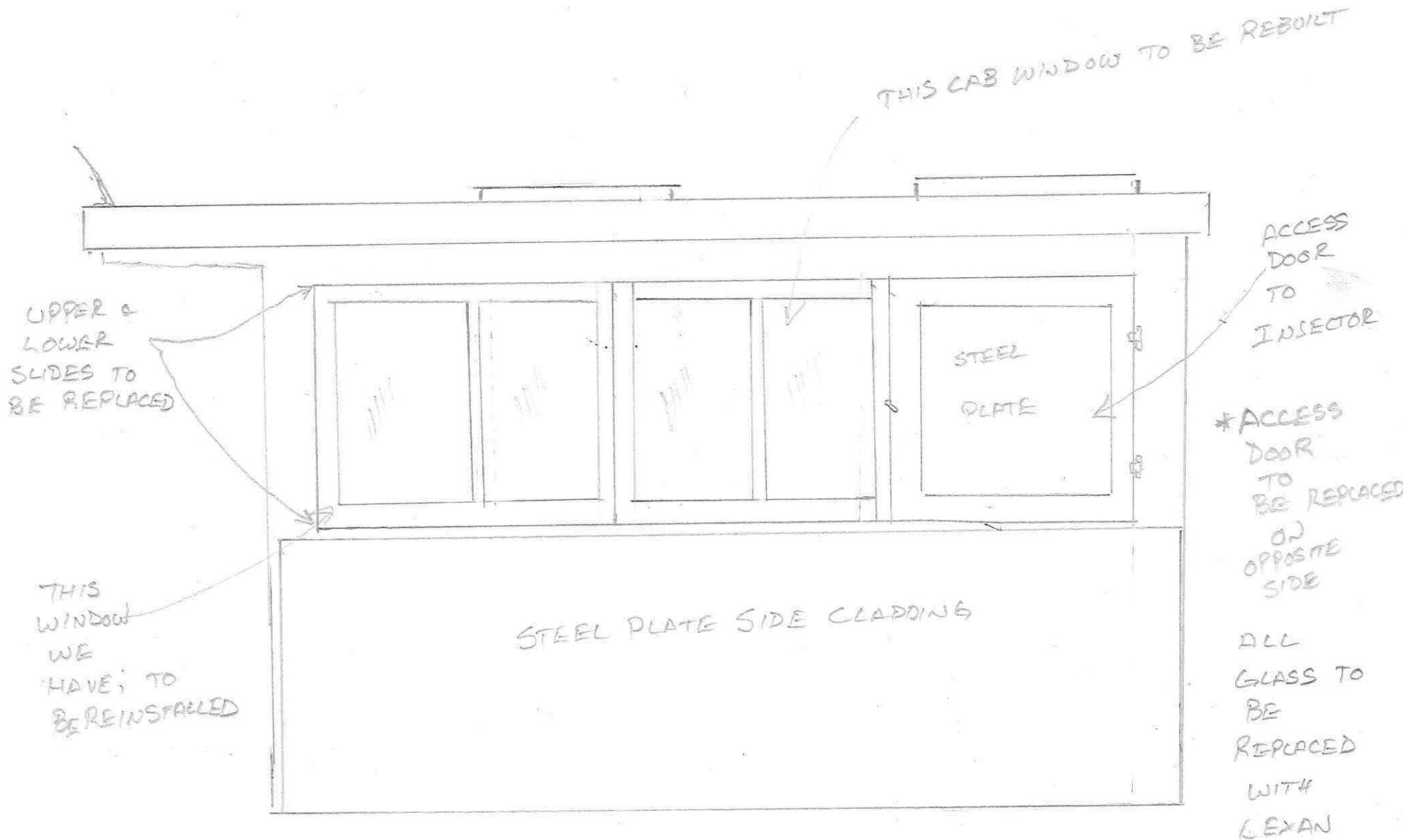
WC

F-22

ENGINE 2442  
IN SERVICE 1885-1886  
PRESENTED TO  
CITY OF MARSHFIELD  
BY  
WISCONSIN CENTRAL  
SOD LINE RR IN 1986  
MARSHFIELD HISTORIC REGISTER



DRAWING #2



ALL CONSTRUCTION  
IN WOOD PER ORIGINAL

CAB SIDE, ENGINEER'S SIDE

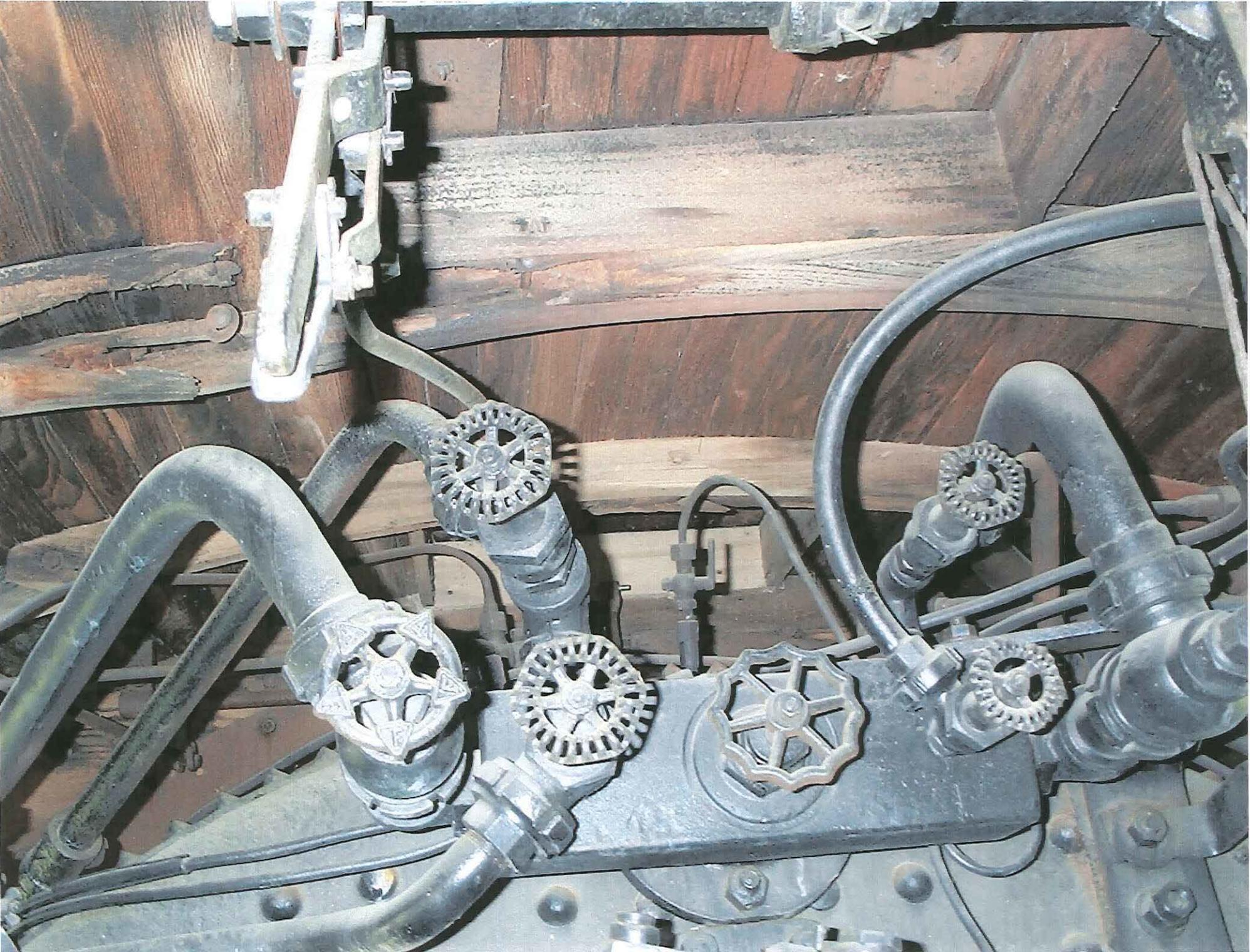
PHOTO #9



PHOTO #5



PHOTO # 6



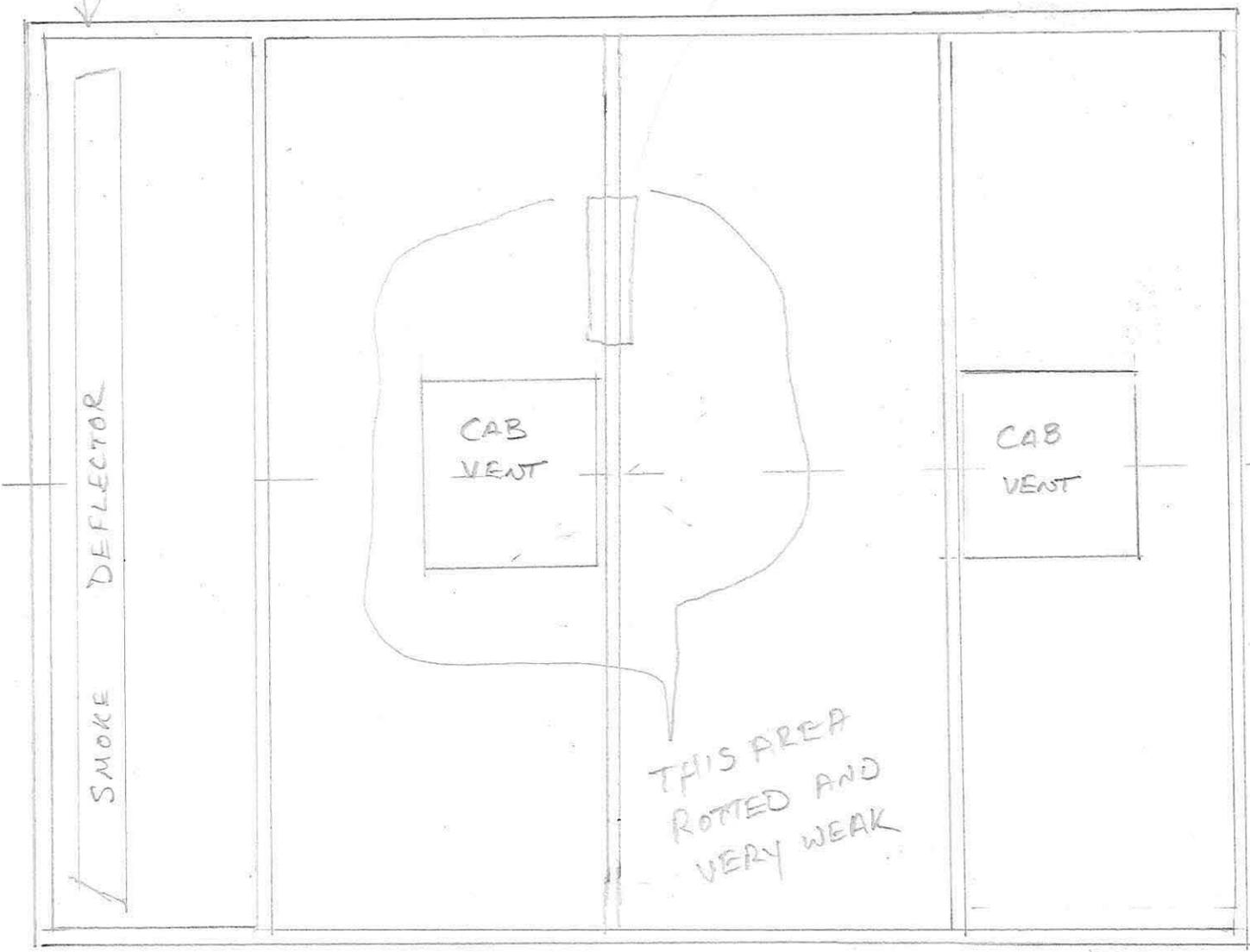
DRAWING # 3

SMOKE DEFLECTOR TO BE REPLACED

THIS SECTION IS ROTTED THROUGH AND NEEDS REPLACEMENT

ALL ROOF BOARDS TO BE REPLACED

OVERHEAD VIEW,  
LOOKING DOWN FROM ABOVE



THIS AREA ROTTED AND VERY WEAK

ALL EXISTING HARDWARE TO BE RE-USED IF POSSIBLE

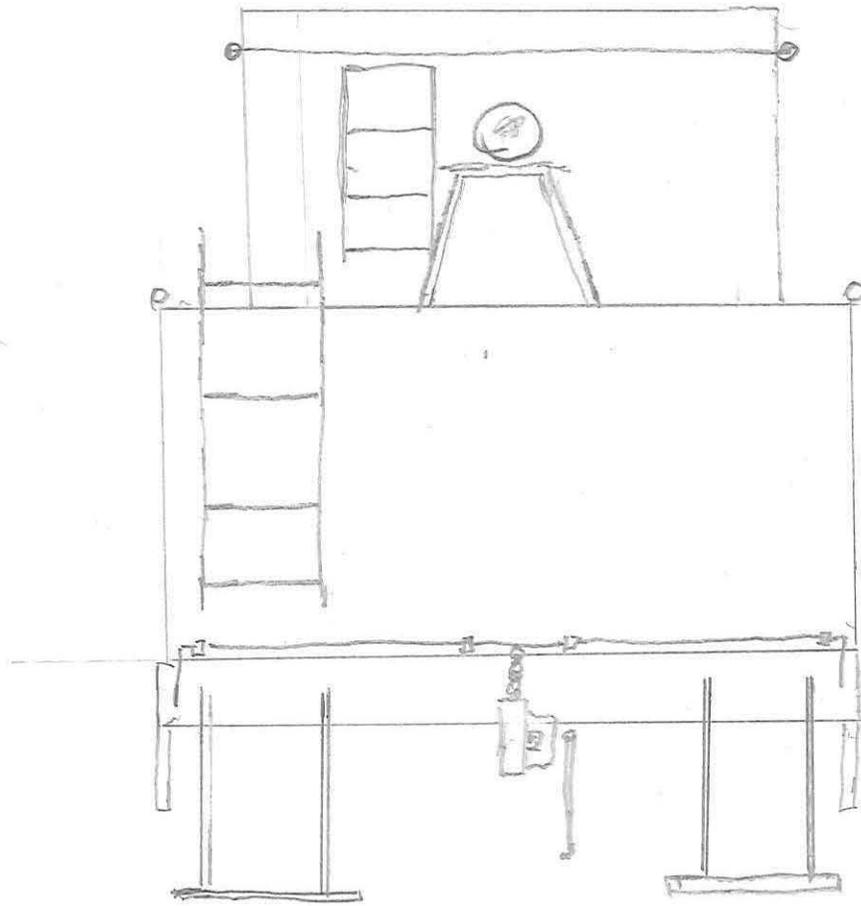
PHOTO # 7



DRAWING #4

NOT TO  
SCALE

REAR OF  
TENDED



STEEL CONSTRUCTION  
W/ WOODEN FOOTBOARDS  
PER 500 LINE  
PRACTICE

REPLACE FORMER SWITCHING FOOTBOARDS REMOVED  
BY 500 LINE R.R. WHEN #2842 WAS DONATED





# City of Marshfield Memorandum

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TO: Plan Commission  
FROM: Sam Schroeder, Zoning Administrator  
DATE: July 15, 2014

RE: Discussion on Garage Sale Uses

## **Background**

After recently receiving complaints regarding residential garage sales being treated as a continuous “residential retail store”, the Common Council, at the June 24, 2014 meeting, requested the Plan Commission review the Municipal Code as it pertains to garage sales. This review shall include a discussion of the existing regulations and a recommendation moving forward. Currently, the City of Marshfield has very few regulations pertaining to garage sales. Residential garage sales are meant to be a temporary use that do not require a permit and can only be operated during hours of daylight. Without having any hard regulations pertaining to permits, duration, or quantity, the City of Marshfield cannot legally order these properties to discontinue their sale.

## **Analysis**

The three main regulations that other municipalities use to regulate garage sales are the duration of sale, the number of sales a property can have in a given time frame, and the requirement of a permit. The City of Marshfield does not have any of these regulations pertaining to garage sales.

*The current City of Marshfield Municipal Code includes the following language pertaining to garage sales:*

- Section 18-66(10) defines garage or estate sales as “sales that include the sale or offering for sale of miscellaneous used items commonly associated with residential use.”
  - a) Permits are not required for garage or estate sales
  - b) Sales shall occur only during daylight hours
- Section 24-05 does not require a sign permit for garage sale signs. They are permitted on- and off-premise on the day of the sale and must be removed at the end of the sale.

*After conducting research of some local municipalities, the following information was found:*

- Wausau Requirements
  - No sale shall exceed 4 days in duration
  - Not more than 4 sales may be held within a 12 month period
  - Not more than 2 sales shall be held within 30 days of each other
- Stevens Point – no regulations were found pertaining to garage sales in Stevens Point
- WI Rapids
  - Limited to no more than 7 days of operations in any 1 month
  - No more than 14 total days in any one year

*If Plan Commission desires to amend the current regulations as they pertain to garage sales, staff requests direction to the following questions:*

1. Should the duration of a sale be regulated?
  - a. What should that duration be?
2. Should there be a limit to the number of sales in a given year/month?
  - a. What should that limit be?
3. How should staff keep track of garage sales?
  - a. Should we require a land use permit for every garage sale?
  - b. Should the permit have a fee?
4. How should garage sales be regulated on the weekends and holidays?
5. Should garage sales only be regulated on a complaint basis?
6. Should there be a threshold that triggers a home occupation or similar use? (*Conditional Home Occupation see Section 18-65(2)*)
  - a. How many garage sales would trigger a Home Occupation?
  - b. How should garage sale as a home occupation be regulated?
  - c. Would the sale be required to be completely within the enclosed space of a dwelling unit or accessory structure?
  - d. Would on-site parking be required?
7. Should staff proactively regulate garage sale signage?
  - a. How should this type of signage be regulated? Pulling signage? Communicating with every sale owner? Permit? Permit Fee?

### **Recommendation**

Provide staff with direction on regulating garage sale uses.