



CITY OF MARSHFIELD

MEETING NOTICE

PLAN COMMISSION

City of Marshfield, Wisconsin

Tuesday, November 15, 2016

Council Chambers Lower Level, City Hall Plaza

7:00 p.m.

- 1. Call to Order. – Mayor Meyer – Chairperson
2. Roll Call. – Secretary Knoeck
3. Approval of Minutes. – October 18, 2016 Meeting
4. Citizen Comments.
5. Conditional Use Request by Pam Johns, to permit an 8-bed Community Based Residential Facility (CBRF), "Community Living Arrangement" use in the "SR-2" Single Family Residential district.
6. Review and approve Marshfield-Hewitt Functional Classification System Map.
7. Comprehensive Plan Issues and Opportunities Review and Discussion.
8. Items for Future Agendas.
9. Staff Updates.
10. Adjourn.

Posted this 10th day of November, 2016 by 4:00 PM by Dan Knoeck, Secretary, City Plan Commission

For additional information regarding items on the agenda, please contact Jason Angell, Director of Development Services at 715.486.2074 or Josh Miller, City Planner at 715.486.2075.

NOTE

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.

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.

**CITY PLAN COMMISSION  
MARSHFIELD, WISCONSIN  
MINUTES OF OCTOBER 18, 2016**

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

**PRESENT:** Mayor Meyer, Ed Wagner, John Kaprelian, Bill Penker, Ken Wood & Joe Gustafson

**EXCUSED:** Kyle Weik

**ABSENT:** None

**ALSO PRESENT:** Development Services Director Angell; City Planner Miller; Zoning Administrator Schroeder; Director of Public Works Knoeck; the media and others.

**PC16-48** Motion by Wood, second by Penker to recommend approval of the minutes of the September 20, 2016 City Plan Commission meeting.

**Motion Carried**

**Citizen Comments - None**

**PUBLIC HEARING** - Conditional Use Request by Jeff Redetzke representing Dr. Narayana and Hema Murali to allow for the construction of a new single family home with exceptions to exceed the maximum allowable accessory building area for a residential property, exceeding 1,200 square feet and to allow for an extension to the one year hard surfacing requirements, for property zoned "RH-35" Rural Holding, located at 1216 North Lincoln Avenue (Parcel 33-04324A).

**COMMENTS:**

- Darrell Paasch stated his initial concern was that a two-story house might be out of place but with trees remaining on site around the house, he has no concerns with the proposal.

**PC16-49** Motion by Penker, second by Wood to recommend approval of the Conditional Use Request by Jeff Redetzke representing Dr. Narayana and Hema Murali to allow for the construction of a new single family home with exceptions to exceed the maximum allowable accessory building area for a residential property, exceeding 1,200 square feet and to allow for an extension to the one year hard surfacing requirements, for property zoned "RH-35" Rural Holding, located at 1216 North Lincoln Avenue (Parcel 33-04324A), subject to the following conditions:

1. The property is permitted up to 2,464 square feet of accessory space.
2. If the proposed future road does not get constructed within 3 years of occupancy, the Applicant must hard surface the entire driveway. If said road is completed within 3 years, the Applicant shall hard surface the entire driveway in conjunction with the completion of the road.
3. Minor site changes may be administrative approved.

**Motion Carried**

Mayor Meyer asked Vice Chair Wagner to assume the chair at 7:28 PM

**PUBLIC HEARING** - Conditional Use Request by Marshfield Clinic to rescind Resolution 2016-03 and to allow the addition of a large scale indoor institutional use to the existing Marshfield Clinic East Wing facility within property zoned "CD" Campus Development prior to the adoption of a Campus Master Plan, located at 1001 North Oak Avenue (Parcel 33-03233).

**COMMENTS: None**

**PC16-50** Motion by Gustafson, second by Kaprelian to recommend approval of the Conditional Use Request by Marshfield Clinic to rescind Resolution 2016-03 and to allow the addition of a large scale indoor institutional use to the existing Marshfield Clinic East Wing facility within property zoned “CD” Campus Development prior to the adoption of a Campus Master Plan, located at 1001 North Oak Avenue (Parcel 33-03233), subject to the following conditions:

1. The Hyperbaric Addition may be constructed as presented allowing minor site changes to be administratively approved.
2. A wall/fence, setback a minimum of 3 feet from the proposed Wildwood-McMillan Connector Trail shall be installed to screen the oxygen tanks from the Oak Avenue right-of-way.
3. The temporary construction access shall be removed within one year of occupancy and any disturbed portion of the site must be returned to the previous approved state including the reinstallation of any landscaping that was removed.
4. Provided the land use is consistent with the Marshfield Clinic medical campus, the interior build out of the shelled space may be administratively approved.
5. A draft of a Campus Master Plan for the Marshfield Clinic Medical Campus following Section 18-166 must be submitted to the City for review within one year of a resolution being approved by the Common Council.

**Meyer ‘abstained’, Motion Carried**

**PUBLIC HEARING** - Conditional Use Request by Marshfield Clinic to amend Resolution 2016-04 to allow a reduction to the off-site parking lot being constructed off of West McMillan Street and to allow for a trail connection from the parking lot to Security Health Plan located to the west at 1515 North Saint Joseph Avenue (Parcels 33-03224, 33-03224P, and 33-03224N).

**COMMENTS: None**

**PC16-51** Motion by Penker, second by Wood to recommend approval of the Conditional Use Request by Marshfield Clinic to amend Resolution 2016-04 to allow a reduction to the off-site parking lot being constructed off of West McMillan Street and to allow for a trail connection from the parking lot to Security Health Plan located to the west at 1515 North Saint Joseph Avenue and allow the construction of an off-site parking area and enclosed shelter, including exceptions to the landscape and proximity requirements, to accommodate the parking needs of Security Health Plan, within properties zoned “CD” Campus Development prior to the adoption of a Campus Master Plan, located off of West McMillan Street to the east of Security Health (Parcels 33-03224, 33-03224P, and 33-03224N), subject to the following conditions:

1. The proposed off-site parking lot, pedestrian paths and shelter structures, including landscaping and lighting, may be constructed as presented, subject to the conditions listed, with minor modifications to the site plan, setbacks, shelter location and size, lighting plan and landscape plan that may be approved administratively.
2. A left-turn lane for McMillan’s westbound traffic with 150-feet of storage (not including taper) shall be reviewed and implemented if the City Engineer determines it to be feasible.
3. Any minimum required street frontage landscaping that is not allowed along McMillan Street due to an easement, must be dispersed along the perimeter of the parking area.
4. Any signage proposed for the site must match the Marshfield Clinic Master Sign Plan.
5. The project, including landscaping and traffic improvements, must be complete within one year of the approved resolution by the Common Council.

**Meyer ‘abstained’, Motion Carried**

Mayor Meyer resumed the Chair at 7:39 PM.

**PC16-52** Motion by Wagner, second by Gustafson to recommend approval of the Master Sign Plan Request by Stratford Sign Company representing Forward Financial Bank, to allow the installation of multiple signs with exceptions as part of a nonresidential large/group development for property zoned “CMU” Community Mixed Use, located at 1001 North Central Avenue (Parcel 33-03257), subject to the following conditions:

1. The freestanding monument sign and wall sign are permitted as presented.
2. The two directional signs may not exceed 5 feet in height and 16 square feet in sign area.
3. Minor changes to the proposed signage and future signage may be administratively approved provided no additional exceptions are needed.

**Motion Carried**

**PC16-53** Motion by Penker, second by Kaprelian to recommend approval of the Final Extraterritorial Plat request by Kevin Boyer, representing Jeff Hill of Bushman Estates to review the map and other materials for conformity with all ordinances, administrative rules and regulations, located on West Ives Street just north of Sunset Drive to the west of North Lincoln Avenue, legally described as: Being all of Lot 2 of CSM 3620 and all of Lots 1 and 2 and part of 3 of CSM 3621, located in and part of the SE ¼ of the NW ¼ and part of the SW ¼ of the NE ¼ of Section 1, Township 25 North, Range 2 East, Town of Lincoln, Wood County, Wisconsin.

**Motion Carried**

**PC16-54** Motion by Gustafson, second by Wood to recommend approval of the Final Plat Request by Tim Vreeland, representing Vern Berg of Popp Place to review the map and other materials for conformity with all ordinances, administrative rules and regulations, located across Highway 13 from Berg Equipment (Parcel 33-0MS058C), currently zoned “CMU” Community Mixed Use, subject to the following condition:

1. Any changes to the zoning regulations that allow residential uses on this plat (such as a rezoning or issuance of a Conditional Use Permit) shall be required to follow the Parkland Dedication requirements in Chapter 19 Subdivision and Platting Ordinance.

**Motion Carried**

**Items for Future Agendas:** None

**Staff Updates:**

- a. Highway Signage – Zoning Administrator Schroeder reported that unless there were objections from the Plan Commission, staff recommends we continue forward with the existing regulations which will likely result in an alternative sign permit process for any future proposed highway signs.
- b. Comprehensive Plan Update – City Planner Miller reported that staff held a mid-term report public meeting and had 18 to 20 participants.

There being no objections, Mayor Meyer adjourned the meeting at 7:56 PM



# City of Marshfield Memorandum

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TO: Plan Commission  
FROM: Josh Miller, City Planner  
DATE: November 15, 2016

RE: Conditional Use Request by Pam Johns, to permit an 8-bed Community Based Residential Facility (CBRF), "Community Living Arrangement" use in the "SR-2" Single Family Residential district. The request includes exceptions to being located within 2,000 feet and across the street from another Community Living Arrangement, and for the total "Community Living Arrangement" population to exceed 1% of the City population and 1% of the Aldermanic District population, located at 718 South Drake Avenue (Parcel 33-03353A).

## **Background**

The Applicant is requesting a Conditional Use Permit to establish an 8-bed Community Based Residential Facility (CBRF), located at 718 South Drake Avenue, zoned "SR-2" Single Family Residential District. The subject property is owned by multiple parties and has been most recently utilized as a single-family residence. Pam Johns, the Applicant, is proposing to purchase the property for the purpose of opening a state licensed facility with a care provider on-site 24 hours a day, 365 days. The seller has submitted written approval of the application for an 8-bed CBRF.

There are currently four bedrooms on the ground level of the house and the only exterior changes to the home that would be needed for the 8-bed facility would be to turn the garage door into an exterior wall so the garage space could be converted into additional bedrooms. Once the facility has been expanded to an 8-bed CBRF, the plan would be to have two staff people there during the largest shift. The Applicant is also hoping to host the occasional event for the residents at the facility. Although there is a parking restriction on the west side of Drake Avenue on this block, there is available parking on 8<sup>th</sup> Street and on the east side of Drake Avenue and with the large lots and the limited traffic volume, staff does not find an issue with visitors occasionally parking on the street.

An 8-bed Community Based Residential Facility (CBRF) (1-8 resident Community Living Arrangement) are permitted uses as long as they meet the regulations in Section 18-57(11) in the "SR-2" zoning district. In this case, a Conditional Use Permit is needed to allow exceptions to the City and Aldermanic

District population limitations and the 2,000 foot separation requirement. The State grants each community the ability to establish limits on Community Living Arrangements if the population of such facilities exceeds 1% of the total City or Aldermanic District population in which the facility is proposed to be located. The City's process for granting exceptions to the 1% population limitation is the Conditional Use Permit process. Currently, the Community Living Arrangement populations in the City are over 1.6% of the City's population; therefore, a Conditional Use Permit is required for all future requests.

### **Analysis**

Under Section 18-57(11) of the zoning code, there are multiple regulations for Community Living Arrangements (1-8 residents). These regulations include a distance separation from other care facilities, a maximum number of beds per City and Aldermanic District population, property screening, and parking requirements. The regulations the Applicant are not able to meet are the City and Aldermanic District population limitation and the distance separation requirement.

The Applicant is requesting an exception to the related statutory provision for total capacity of Community Living Arrangements in a city. The maximum number of beds per City and Aldermanic District allows cities to control the total number and location of care facilities if the total capacity of all licensed facilities exceeds either 25 persons or 1% of the total population on a citywide basis or within an aldermanic district, whichever is greater. If the capacity is exceeded, the Applicant may request an exception and the City Plan Commission may grant or deny the request.

As of November 1, 2016, the City of Marshfield regulated care facilities database shows licensed Community Living Arrangements (Community Based Residential Facilities and Adult Family Homes) in Marshfield provide 316 beds, plus the City has approved a 8-bed Adult Family Home (414 E 19<sup>th</sup> St) that is not in the database yet, for a total of 324 beds. The proposed application would bring the total Community Living Arrangement bed count to 332 beds.

Based on the most recent available data (Estimates from October 10, 2016), Wisconsin Department of Administration's population estimate for Marshfield is 19,201. Therefore, the total capacity for Community Living Arrangements is only 192 beds. Any additional facilities will exceed this limit and will continue to require a Conditional Use Permit.

The database shows licensed Community Living Arrangements in Aldermanic District 4 currently provide a total of 54 beds, so an additional 8 beds would put the total at 62 beds. Aldermanic District 4 has a population of 2,007 based on the 2010 U.S. Census population estimate and therefore requires an exception for any request that exceeds 20 beds.

There are five facilities within 2,000 feet of the subject property. The Drake House I (800 South Drake Avenue) is right across the street and the second closest facility is the Our Home Adult Family Home, (910 South Columbus Avenue) located about 545 feet away. The other three facilities are all over 1,000 feet away. The Applicant is requesting an exception to the 2,000 foot distance separation requirement. Even with three facilities being within a close proximity (and one across the street), staff does not feel adding the 8-bed CBRF would be institutionalizing the neighborhood. Therefore, staff is also recommending an exception to the 2,000 foot separation requirement.

One unique aspect of this request is that the proposed facility is directly across the street from the Drake House I. The State Statutes pertaining to community living arrangements indicate that two facilities may be adjacent if the city approves it and if both facilities comprise essential components of a single program. A provision in Wis. Stats. 62.23(7)(i)1, specifically provides:

“No community living arrangement may be established after March 28, 1978 within 2,500 feet, or any lesser distance established by an ordinance of the city, of any other such facility. Agents of a facility may apply for an exception to this requirement, and such exceptions may be granted at the discretion of the city. Two community living arrangements may be adjacent if the city authorizes that arrangement and if both facilities comprise essential components of a single program.”

The first issue to address is what is meant by “adjacent” in the above referenced statute. The City Attorney was unable to find any interpretation of this specific provision regarding “adjacent” facilities. So it is unclear whether a facility across the street would be considered adjacent.

Regardless of whether the proposed facility would be considered adjacent, according to the City Attorney, both the Americans with Disabilities Act (ADA) and the Fair Housing Amendments Act (FHAA) apply to zoning regulations, practices, or decisions that subject persons with handicaps or disabilities to discrimination based on their handicap or disability and it is his opinion that the City would still be required to exercise an accommodation to this section as it would the 2500 foot restriction under the statutes (or 2,000 foot restriction under the municipal code). Essentially, it could be argued that the City had the authority to grant an exception and failing to do so might be looked at as a breach of the duty under the ADA and FHAA to accommodate a person with disability. The Applicant is looking at opening an elderly care facility. However, she has indicated that the housing will be available and accessible for those that have a disability (as defined by the ADA) or handicap (as defined by the FHAA).

Based on the 2008 Adult Family Home and Community-Based Residential Facility (CBRF) Task Force Report and Recommendation, the demand for all types of assisted-living arrangements is expected to increase dramatically in Marshfield within future years. Greater growth is anticipated in Marshfield

because of the existence of high-quality medical care for the entire range of assisted living clients through the Marshfield Clinic. The Clinic provides much-sought-after services for developmentally disabled, physically handicapped, geriatric and cognitively disabled citizens. Hence, Marshfield can easily become a location of choice for assisted living facilities. Since the report was published in August of 2008, the following regulated care facilities have been approved by the City Plan Commission and Common Council:

- 60-bed CBRF (Stoney River)
- 32-bed CBRF (Stoney River II)
- 20-bed CBRF (Wells Nature View)
- 8 bed CBRF (Norwood Health Center)
- 4-bed AFH (on Monique Lane)
- two 4-bed AFH to increase to two 8-bed CBRF's
- 4-bed AFH (E Doege St)
- 8-bed CBRF (E 19<sup>th</sup> Street)

The zoning code requires that one parking space be provided for each employee of the largest shift, plus one space for every three beds. Based on that calculation of two employees and eight beds, the Applicant would need to provide five parking stalls on site. It is currently feasible to park three vehicles in the driveway, but the Applicant is proposing a driveway addition to provide two more parking spaces just north of the existing driveway. Therefore, the Applicant will be able to meet the requirement for on-site parking.

The subject property is a large lot (31,320 square feet) with extensive setbacks from the principal building to the property lines. The closest property line is the side yard to the west at 30 feet. The subject property also has a significant amount of trees and landscaping that will provide some buffer from the abutting residential properties.

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

*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.*

Housing & Neighborhood Development – The proposed development will provide additional assisted-living housing in the city's southeast quadrant. A Comprehensive Plan goal is to monitor the need for additional programs and housing options. The Plan establishes the

following housing policy for the assisted-living sector “continue to consider special needs housing, such as community-based residential facilities (CBRFs), based on the community need, impact on neighborhood, physical design, and the availability of existing facilities.”

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.*

Eight additional residents on the property should not have an adverse impact to the neighborhood. Parking for the residents and employees shall be provided on-site. Because this facility is housed within a single-family home, screening is not required and existing landscaping is adequate for any needed screening from abutting properties. Where ever exterior changes are planned (converting the garage) new siding will match or closely resemble the rest of the house.

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 is still a residence it will just have a care provider on-site 24/7 and occasional staff.

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, and requires no change or upgrade to 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.*

Providing needed housing to the elderly that have impairments in a residential setting is a public benefit. The facility is located in a single family residence and parking is provided on site, therefore, no adverse impacts are projected for the neighborhood due to the proposed AFH or CBRF.

## **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**

Based on findings that the proposed community living arrangement will provide housing to residents that fall within the protected class under the Americans with Disabilities Act and the Fair Housing Amendments Act, staff recommends that the Plan Commission APPROVE a Conditional Use Permit for an 8-Bed Community Based Residential Facility at 718 South Drake Avenue zoned "SR-2" Single Family Residential District with an exception to the City population limitations with the following conditions:

1. The Conditional Use Permit shall expire if the proper license to establish the regulated care facility is not obtained within 12 months of Common Council approval or if the license is not maintained for a period of 12 or more consecutive months.
2. The site plan for the driveway addition is approved, allowing minor modifications to be approved administratively, including future ramps as long as the changes do not result in development becoming non-compliant with this conditional use permit or other zoning code requirements.
3. Applicant is responsible for obtaining any and all building permits needed.
4. Any exterior changes or additions to the facility must be constructed of similar building materials and visual appearance as the house.
5. Staff must park on-site during shifts.

## **Attachments**

1. Application Attachment
2. Letter from Applicant
3. Approval from Property Owner
4. Location Map
5. Driveway Addition
6. Regulated Care Facilities Buffer and Location Maps

Concurrence:



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Jason Angell  
Director of Development Services

#### Supplemental Information for 8-bed CBRF for Pam Johns at 718 S Drake Ave

- There are currently 4 bedrooms to start with immediately, I plan to hire contractor to make 3-4 additional bedrooms in the 4 car garage space (from application).
- There is a ramp in place in the front beside the front porch that goes up to that porch and into the house via the door off the porch into the house.
- I do not plan on adding any other additional additions to the house.
- The only expansion is the conversion of the garage into bedrooms.
- I will do my best to find matching siding and some stone below with windows in two sections on the front where the garage door is currently.
- The number of staff at one time will be two. At other times of special activities for brief periods for a specific events where families will be invited.
- There is room for additional parking space to the north of the house on the property – proposing to add 2 additional stalls (see attached sketch). May add future parking if needed.
- The process for licensure allows for up to 70 days to receive certification from receipt of paperwork. So a year should be more than adequate.
- The clientele will be elderly.

# Pamela Johns



S2546 Robin Road  
Marshfield, WI 54449

Miles cell: 715-570-6836  
Pam's cell: 715-570-4391

October 31, 2016

To whom this may concern,

This letter is to address certain issues regarding the conditional use permit that I have filed for with the City of Marshfield.

Regarding the number of facilities in a proximal location within city limits of Marshfield, I have researched both the FHAA and ADA guidelines and have found documentation on record that would show discrimination against a protected class, in this case persons with disabilities with regard to personal care and mobility; or persons with a physical or mental disability as often associated with the frail or elderly population. Such type of occupants is the expected population that my CBRF will house and care for.

The FHAA 's definition of who is protected, is stated as follows:

Who is protected? The FHAA added persons with a "handicapping condition," along with families with children, as protected classes under the Civil Rights Act. The legislation adopts the definition of handicapping condition found in Section 504 of the Rehabilitation Act of 1973, as amended. This definition includes any person who actually has a physical or mental impairment, has a record of having such an impairment, or is regarded as having such an impairment that substantially limits one or more major life activity such as hearing, seeing, speaking, breathing, performing manual tasks, walking, caring for oneself, learning or working.

The Fair Housing Amendments Act (FHAA) was signed into law on September 13, 1988, and became effective on March 12, 1989. The Act amends Title VIII of the Civil Rights Act of 1968, which prohibits discrimination on the basis of race, color, religion, sex or national origin in housing sales, rentals or financing. The FHAA extends this protection to persons with a disability and families with children. This law is intended to increase housing opportunities for people with disabilities.

Further information given in the FHAA brochure titled Understanding the Fair Housing Amendments Act states found at

[https://www.unitedspinal.org/pdf/fair\\_housing\\_amendment.pdf](https://www.unitedspinal.org/pdf/fair_housing_amendment.pdf)

States: Types of housing facilities covered This law pertains to all types of housing, whether privately or publicly funded. Some examples of types of facilities include, but are not limited to, condominiums, cooperatives, mobile homes, trailer parks, time shares, and any unit that is designed or used as a residence. It also includes any land or vacant property, which is sold or leased as residential property.



The ADA states: Title II of the ADA applies to State and local governments, including towns and townships, school districts, water districts, special purpose districts, and other small local governments and instrumentalities. It prohibits discrimination on the basis of disability in all services, programs, and activities provided by towns<sup>1</sup>. Thus, people with disabilities must have an equal opportunity to participate in and benefit from a town's services, programs, and activities. To accomplish this, the ADA sets requirements for town facilities, new construction and alterations, communications with the public, and policies and procedures governing town programs, services, and activities.

<https://www.ada.gov/smtown.pdf>

## **TITLE 42 - THE PUBLIC HEALTH AND WELFARE**

### **CHAPTER 126 - EQUAL OPPORTUNITY FOR INDIVIDUALS WITH DISABILITIES**

#### Sec. 12101. Findings and purpose

##### (a) Findings

The Congress finds that

- (1) some 43,000,000 Americans have one or more physical or mental disabilities, and this number is increasing as the population as a whole is growing older;
- (2) historically, society has tended to isolate and segregate individuals with disabilities, and, despite some improvements, such forms of discrimination against individuals with disabilities continue to be a serious and pervasive social problem;
- (3) discrimination against individuals with disabilities persists in such critical areas as employment, housing, public accommodations, education, transportation, communication, recreation, institutionalization, health services, voting, and access to public services;

<https://www.ada.gov/archive/adastat91.htm>



Based on these findings, I would ask that a Conditional use permit be approved for a CBRF facility at the address of 718 S. Drake Avenue, Marshfield, WI. As this would be a well needed facility in the location mentioned and would benefit greatly the protected class of the handicapped and elderly protected class.

Thank you very much for your consideration.

Sincerely,

Pamela J. Johns, RN



**WB-42 AMENDMENT TO LISTING CONTRACT**

1 It is agreed that the Listing Contract dated June 4, 2016, between the undersigned, for sale/rental of the  
2 property known as (Street Address/Description) 718 S. Drake  
3 \_\_\_\_\_ in the city \_\_\_\_\_ of  
4 Marshfield, County of Wood, Wisconsin, is amended as follows:  
5 The list price is changed from \$ \_\_\_\_\_ to \$ \_\_\_\_\_  
6 The expiration date of the contract is changed from midnight \_\_\_\_\_  
7 to midnight \_\_\_\_\_  
8 The following items are (added to)(deleted from) **STRIKE ONE** the list of property to be included in the list price:  
9 \_\_\_\_\_  
10 \_\_\_\_\_

11 Other: Seller gives permission to the potential buyer to obtain conditional use permit for elderly care housing (CBRF)  
12 \_\_\_\_\_  
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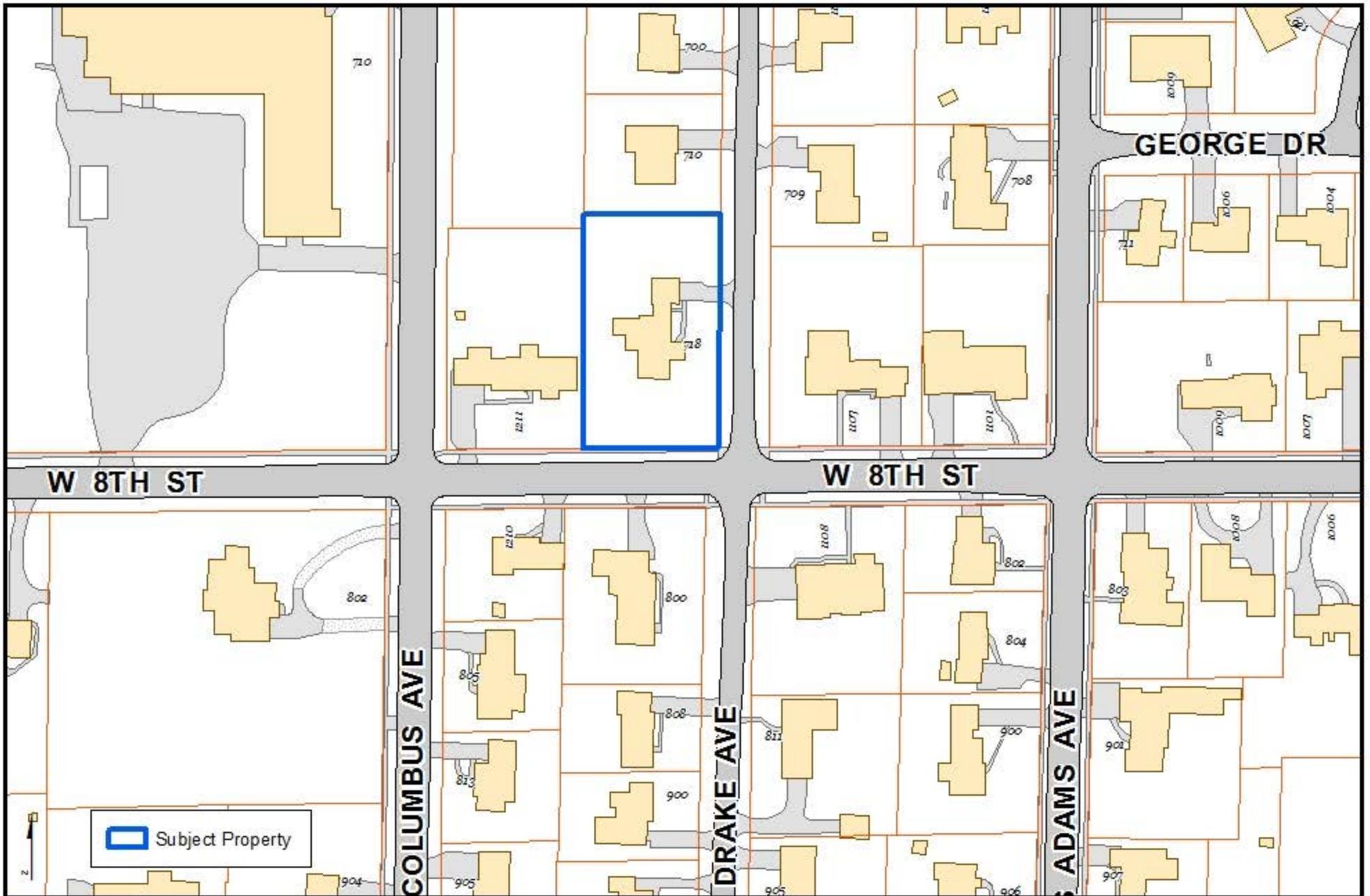
34 ALL OTHER TERMS OF THIS CONTRACT AND ANY PRIOR AMENDMENTS REMAIN UNCHANGED.

35 First Weber (x) Victoria Andersen 10-26-16  
36 Firm Name ▲ Seller's/Owner's Signature ▲ Date ▲  
37 Print name ►  
38 (x) Peggy Sue Meyer-Miller 11/2016 (x) \_\_\_\_\_  
39 By Agent for Firm ▲ Date ▲ Seller's/Owner's Signature ▲ Date ▲  
40 Print name ► Peggy Sue Meyer-Miller Print name ►

41 **CAUTION: This Listing belongs to the Firm. Agents for Firm do not have the authority to enter into a mutual**  
42 **agreement to terminate a listing contract, amend the commission amount or shorten the term of a listing**  
43 **contract, without the written consent of the Agent(s)' supervising broker.**

44 This written consent may be obtained with the supervising broker's signature below or a separate consent.

45 (x) \_\_\_\_\_  
46 Supervising Broker's Signature ▲ Print name ► Date ▲



**CUP - 8-Bed CBRF - Pam Johns**  
**City of Marshfield - Plan Commission**  
**Meeting Date: November 15, 2016**

Map Not To Scale  
 For Reference Only

ATTENTION: The representation of data presented here 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.





**CUP - 8-Bed CBRF - Pam Johns**  
**City of Marshfield - Plan Commission**  
**Meeting Date: November 15, 2016**

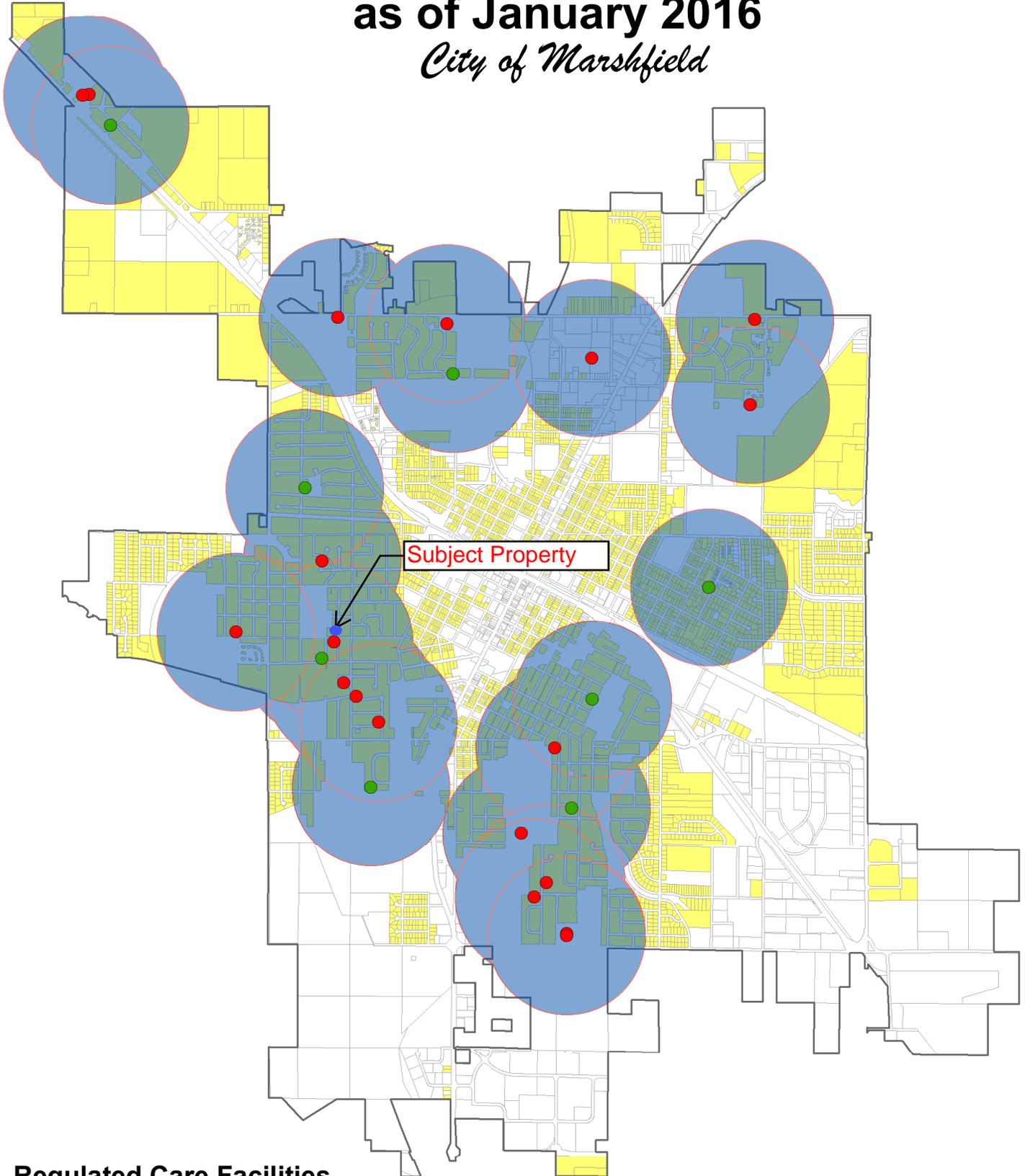
Map Not To Scale  
 For Reference Only

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# Regulated Care Facilities as of January 2016

*City of Marshfield*



## Regulated Care Facilities

- Adult Family Home
- Community Based Residential Facility

- 2,000 ft. Distance Buffer 2016
- Residential Districts



**City of  
Marshfield**  
**Memorandum**

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November 9, 2016

TO: City Plan Commission  
FROM: Dan Knoeck, Director of Public Works  
SUBJECT: Update to Marshfield Urban Area Boundary and Functional Classification Map

**BACKGROUND**

The Wisconsin Department of Transportation (WisDOT) maintains an Urban Area Boundary and Functional Classification System Map for all urban areas in the state. The map establishes boundaries for urban versus rural classifications as a way to identify eligibility for various federal aid programs. A functional classification system categorizes streets into four classes depending upon traffic volumes and access characteristics. The four urban classifications are Principal Arterial, Minor Arterial, Collector and Local Street. The maps were last updated in 2007 to reflect changes associated with the proposed USH 10 improvements.

**ANALYSIS**

The primary changes to the boundary include the addition of Hewitt to the urban area, additional areas north of the new USH 10 corridor and the addition of the Marshfield Country Club golf course.

The primary functional classification changes include the following:

- McMillan Street (Central to Veterans) – from Principal Arterial to Minor Arterial
- Several streets around the medical complex from Minor Arterial to Collector
- McMillan Street (Central to Galvin) – from Minor Arterial to Collector
- Galvin Avenue (29<sup>th</sup> Street to McMillan) – from Minor Arterial to Collector
- East 17<sup>th</sup> Street (Central to Peach - from Local to Collector
- Yellowstone Drive from Collector to Minor Arterial

Attached for reference are copies of the current and proposed maps. The impact of these changes is fairly minor as all classified streets are eligible for federal aid under the program.

**RECOMMENDATION**

Approval of the updated Marshfield Urban Area Boundary and Functional Classification System Map

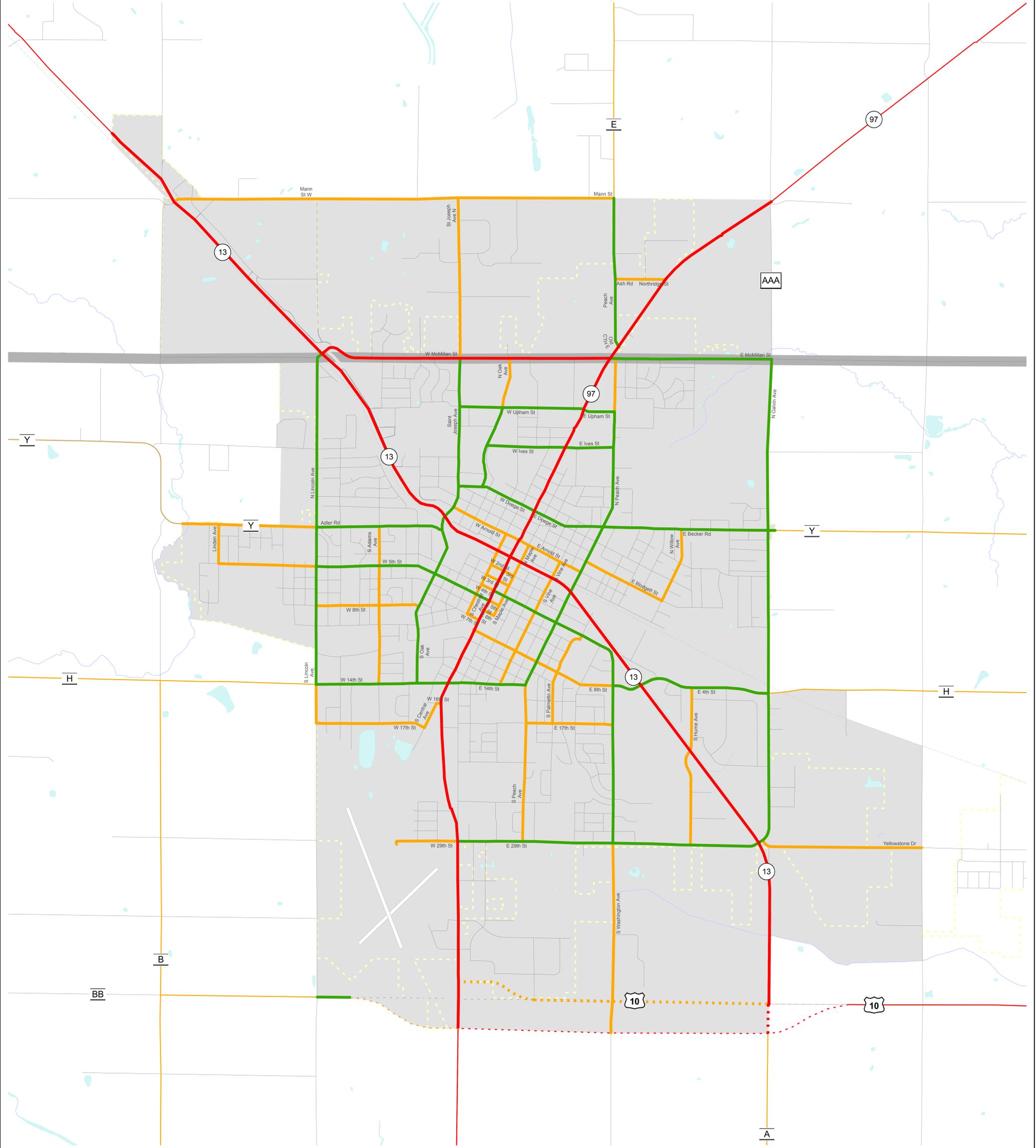
Concurrence: \_\_\_\_\_

Steve Barg, City Administrator

# MARSHFIELD

## Functional Classification 1/31/2008

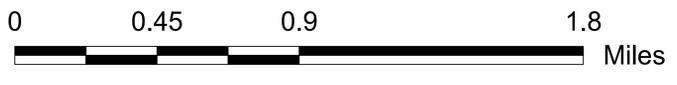
MARSHFIELD



**Legend**

Existing		Planned*		Other	
	Principal Arterial		Principal Arterial		Railroads
	Minor Arterial		Minor Arterial		Lakes, Rivers, Streams
	Collector		Collector		City and Village Boundary
	Local		Local		Urbanized Area
					Other surrounding urbanized areas
					Rural Area
					County Boundary

\* NOTE: All planned route locations are approximations only.



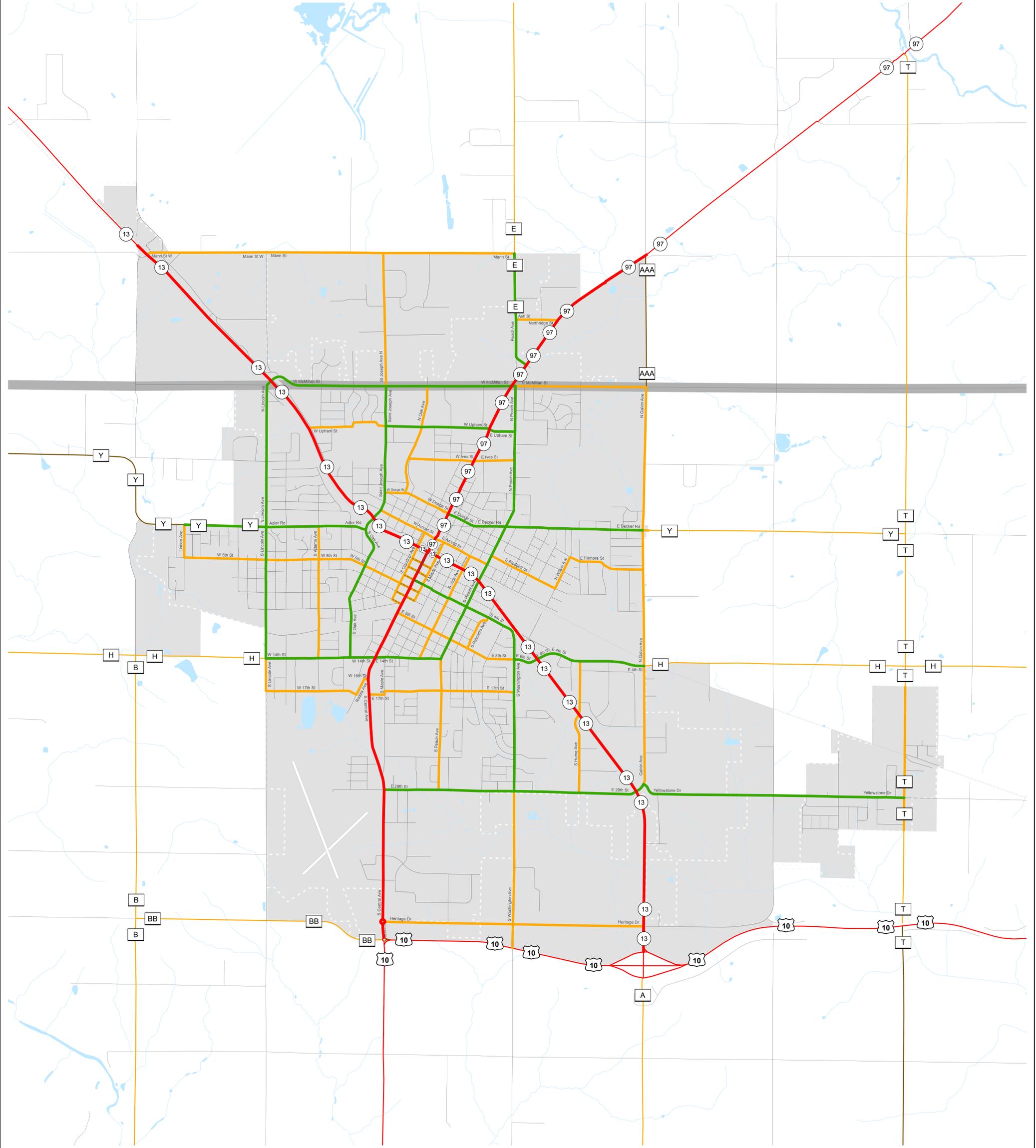
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# MARSHFIELD - HEWITT

Functional Classification

**DRAFT**

MARSHFIELD - HEWITT



**Legend**

Existing Planned*		Other	
	Principal Arterial		Railroads
	Minor Arterial		Lakes, Rivers, Streams
	Collector		City/Village Boundary
	Local		Urban(ized) Area
			Other surrounding urban(ized) area
			Rural Area
			County Boundary

\* NOTE:  
All planned route locations are approximations only.

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# City of Marshfield Memorandum

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

RE: Comprehensive Plan Issues and Opportunities Review and Discussion.

## **Background**

As part of the Comprehensive Plan update process, staff along with the Steering Committee has hosted and provided a number of opportunities for public feedback. This feedback is then utilized to help shape the overall goals, objectives, and programs, policies, and recommendations in the final plan. Staff wanted to review some of the main issues and opportunities that have been identified to date.

## **Analysis**

So far, the City has provided the following public participation opportunities since January 2016:

- Town Hall Kickoff meeting in January
- Community Survey in February
- Insight program in March
- Forum with Marshfield Young Professionals in April
- Presentation to Noon Rotary in July
- Interviews with Alderpersons July and August
- Forum with Senior Center in August
- Mid-Term Town Hall meeting in September
- Updates on the City's website and Facebook page
- Emails to those that have signed up

Staff is working on setting up additional forums with stakeholder groups over the next couple of months with the college students, medical community, and possibly others. Additionally, there will be an open house for the complete draft of the Comprehensive Plan in the spring and a public hearing tentatively scheduled for late spring before final adoption in June.

Not every comment is included in the list of issues and opportunities, but below is a pretty comprehensive list of the main issues or opportunities that were expressed by the public. The headings are based on the different chapters or sections that are included in the Comprehensive Plan. This list is also evolving as we gather additional public input. Also, if issue or opportunity is listed below, that does not necessarily mean it will be directly addressed in the final Comprehensive Plan.

## **Community Values**

### Issues

- Sustaining population numbers.
- Young adults not returning to Marshfield.
- Rear alley facades in downtown.
- Develop Marshfield phone app to show what's happening in the area.
- Not enough care for the aging population.
- Blighted looking industrial area along Veterans Parkway as you come into town from U.S. Highway 10.
- Lack of strategic plan – not being able to increase taxes.
- Poor community appearance and property maintenance in many areas of the City.
- Too many eyesores throughout the community.
- No City wifi.
- Not enough outdoor events.
- Lose small town charm as new development comes in.
- Poverty.

### Opportunities

- Expand effort to make Marshfield a destination center.
- Build a sense of community, pride, and purpose in Marshfield.
- Preserve historic downtown commercial district.
- More outdoor dining, shopping facilities, and gathering spaces in the area.
- Marshfield is a safe place to live.
- Focus on Marshfield becoming a more healthy community.
- High quality healthcare.
- Develop a range of public spaces.
- Investment in youth programs and get youth more involved and active.
- Reduce/eliminate drug problems in the City.
- Add screening along industrial area of Veterans Parkway.
- More community events.
- Building facelifts.
- Better nightlife.
- Live music/dance venue.
- Free public wifi.
- Improve engagement with residents on local policies.
- Continue developing area arounds the zoo.
- More ethnic food options.
- Short commute.

## **Housing**

### Issues

- Age of housing
- Lack of housing options – such as 3 bedroom rentals or buildable 1-2 family lots
- Apartments are deteriorating and aging.
- Need more pet friendly rentals.
- High property taxes.

### Opportunities

- More housing options in the \$150-200K range.
- Affordable housing for Millennials.
- Improve housing in and around downtown.
- Commercial housing developments.
- Develop a housing incentives program.
- More, higher quality senior housing.

## **Transportation**

### Issues

- Fractured trail system needs to be connected.
- Areas of the City without any bicycle or pedestrian accommodations (East Industrial Park).
- Roads in poor condition, lacking street maintenance.
- Lack of east-west and north-south traffic connections in the City.
- Heavy truck traffic on Central Avenue in the downtown.
- Downtown parking.
- Pedestrian safety in the downtown.
- Trains limit traffic.

### Opportunities

- Interstate transportation routes to/near Marshfield will help bring businesses in.
- Little traffic congestion.
- Expand trail system to make a connected loop throughout the city.
- Connect gaps in the sidewalk system.
- Better public transportation options that address working hour periods.

## **Utilities and Community Facilities**

### Issues

- Maintaining and growing education opportunities in Marshfield.
- Hefko Pool is in poor condition.
- Some of the parks are not being maintained adequately (Connor Park).
- Under funded elementary schools.
- Raising taxes to pay for improvements.
- Making unnecessary improvements such as 2nd Street Corridor and the Community Square.
- Not all areas in the City are served with sewer and water.

### Opportunities

- Introduce new outdoor aquatic center to replace Hefko Pool.
- Centralized indoor/outdoor active recreation opportunities.
- More family recreational opportunities (x-country skiing trails, BMX bike track, fishing pond).
- Emergency response services are high quality.
- High quality education system (schools, universities, library).
- Improve recreational trail system.
- Year-round sports complex.
- Maintain existing facilities and phase out less popular ones.
- Adequate drinking water.

## **Natural, Cultural, and Agricultural Resources**

### Issues

- More sources of high quality drinking water.
- Emerald Ash Borer having an impact on City trees and the cost associated with treatment.
- Agricultural uses next to residential.

### Opportunities

- Consistent recycling in public buildings.
- City-wide recycling initiative.

## **Economic Development**

### Issues

- Too reliant on one main industry – the medical industry.
- High tax rates.
- Income inequality.
- Aging of local business owners.
- People leaving town do to their shopping, dining, etc.
- Empty business park.
- Labor force participation rates are declining (Nation, State and County wide trend).
- Lack of jobs – non-medical white collar jobs.
- Not enough high paying jobs.

### Opportunities

- Attract companies that offer above minimum wage jobs.
- Enhance medical complex to be on the same level as the Mayo Clinic.
- Build synergy off medical complex (retirement communities, medical research/development).
- Grow and develop along U.S. Highway 10.
- Full time Manufacturing, Health, and Professional Service jobs are desired in Marshfield.
- Economic viability and development of the downtown.
- More restaurants, outdoor dining, and outdoor events in the downtown.
- Better relationships between medical facilities and businesses.
- More entrepreneurial opportunities.
- Capitalize on the daytime population.

- More restaurants – downtown brewery.
- More food trucks.
- Downtown businesses having extended hours.
- Better variety of shops downtown.

## **Land Use**

### Issues

- Not enough buildable residential lots.
- Nuisances from abutting incompatible uses.

### Opportunities

- Marshfield is growing at a desirable pace.
- New development towards U.S. Highway 10.
- Focus on infill development.
- Redevelop blighted areas.
- Provide a diversity of housing – encouraging rowhomes and condos.

## **Intergovernmental Cooperation**

### Issues

- Communication with the School District on projects like the sports complex.

### Opportunities

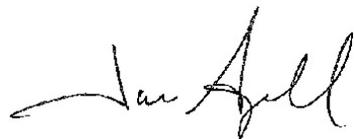
- Continue great working relationship with the Town of McMillan and look for other opportunities with adjacent Townships.
- Working with the University and Technical College.
- Cooperation and communication with regional agencies such as Workforce Development.
- Working with the School District.

## **Recommendation**

Review the list of Issues and Opportunities and provide additional feedback on any additional areas you see could be included, excluded, or expanded upon.

## **Attachments**

1. None.



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Jason Angell  
Planning and Economic Development Director