



CITY OF MARSHFIELD
MEETING NOTICE

PLAN COMMISSION

City of Marshfield, Wisconsin

Tuesday, April 21, 2015

Council Chambers Lower Level, City Hall Plaza

7:00 p.m. or

Immediately Following the Reorganization of the Common Council Meeting

1. Call to Order. – Chairman Meyer.
2. Roll Call. – Secretary Knoeck.
3. Approval of Minutes. – March 17, 2015 Meeting.
4. Conditional Use Request by Mid-State Technical College, to allow an expansion of a structure within a **property zoned "CD" Campus Development** to include a boiler room addition along the west side of the building, located at 2600 West 5th Street.
Presenter: by Sam Schroeder, Zoning Administrator
Public Hearing Required
5. Conditional Use Request by the Marshfield Area Pet Shelter (MAPS), to allow an **"Animal Boarding" pet** shelter facility, including an outdoor run area, on the Marshfield Municipal Airport property, located at **210 West 29th Street, zoned "CD" Campus Development District**.
Presenter: by Josh Miller, City Planner
Public Hearing Required
6. Conditional Use Request by the Villas at Marshfield, to amend the approved conditional use permit to reduce the landscaping along the north property line, allow for exceptions to remove required landscaping for the parking area, and move the volleyball court approximately 35 feet northwest of the **approved location on the original site plan, located at 2313 West 5th Street, zoned "CD" Campus Development District**.
Presenter: by Josh Miller, City Planner
Public Hearing Required
7. Municipal Code Amendment Request by Jesse Kilty, to amend Chapter 18, General Zoning Ordinance, Section 18-36 to allow **"animal boarding" as a principal use permitted as a conditional use in the 'UMU' Urban Mixed Use Zoning District**.
Presenter: by Sam Schroeder, Zoning Administrator
Public Hearing Required
8. Alternative Sign Permit Request by Pathos Properties to allow a second freestanding sign, to exceed the maximum sign allowance for an individual multi-tenant sign and to exceed the maximum sign allowance for the overall property based upon frontage, located at 1613-1637 North Central Avenue (Festival Foods property), **zoned "CMU" Community Mixed Use District**.
Presenter: by Sam Schroeder, Zoning Administrator
9. Review of the Town of Cameron Cooperative Boundary Plan Attachment/Detachment process in the City Growth Area Excluding the No Contest Area.
Presenter: by Josh Miller, City Planner
10. Review of the 2nd Street Green Street Corridor Design Concepts.
Presenter: by Josh Miller, City Planner

11. Staff Updates.

12. Adjourn.

Posted this 16TH day of April, 2015 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

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 MARCH 17, 2015**

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

PRESENT: Mayor Meyer, Ed Wagner, Laura Mazzini, Rich Reinart & Ken Wood

EXCUSED: John Beck & Bill Penker

ABSENT: None

ALSO PRESENT: City Administrator Barg, Director of Public Works Knoeck; Planning & Economic Development Director Angell; City Planner Miller; Library Director Belongia; Pat Stuhr, UW Marshfield/Wood County; Joe Dolezal, Boson Company; Jack Blume & Doug Barnes, Zimmermann Architectural Studios; the media; and others.

PC15-08 Motion by Reinart, second by Mazzini to recommend approval of the minutes of the February 17, 2015 City Plan Commission meeting.

Motion Carried

Planning & Economic Development Director Angell introduced the project design team for the Everett Roehl Marshfield Public Library and Community Center project and gave a brief overview of the building design. Alderman Wagner stated that the only complaint he has heard is a matter of scale and trying to match features of the existing library. The building is huge, particularly the overhang of the roof. He is not sure that this fits with the historic area nearby. Commissioner Wood stated the historic neighborhood to the east is not really visible from this angle so he does not see a conflict.

PC15-09 Motion by Wood, second by Reinart to recommend approval of the location and architectural design for the Everett Roehl Marshfield Public Library and Community Center.

Motion Carried

PUBLIC HEARING - Conditional Use Request by Zimmerman Architectural Studios, on behalf of the City of Marshfield, to allow exceptions for the Everett Roehl Marshfield Public Library and Community Center, to reduce the minimum number of required parking stalls and to allow a setback greater than 0 feet at the right-of-way, located at 105 South Maple Avenue, zoned "DMU" Downtown Mixed Use.

COMMENTS:

- Wagner is disturbed by the lack of parking. He has heard from very early on that parking is an issue on the site and we have done nothing to make it better. If anything, he feels we have probably made it worse. The City purchased land north of 1st Street that might have been available for parking but was given away for a veteran's memorial. He would really like to see the site plan reevaluated to try to get more parking on site.
- Reinart questioned what the agreement is for the veteran's memorial and could it be moved. He doesn't want to see people avoiding the library because parking is limited.

PC15-10 Motion by Mazzini, second by Wood to recommend approval of the Conditional Use Request by Zimmerman Architectural Studios, on behalf of the City of Marshfield, to allow exceptions for the Everett Roehl Marshfield Public Library and Community Center, to reduce the minimum number of required parking stalls and to allow a setback greater than 0 feet at the right-of-way, located at 105 South Maple Avenue, zoned “DMU” Downtown Mixed Use, to find the request consistent with the Downtown Master Plan and the Comprehensive Plan, and the following conditions/allowances:

1. An increase to the zero foot setback requirement is permitted as presented.
2. Minor adjustments to the setbacks may be approved administratively.
3. A reduction in the on-site required parking is permitted as presented, allowing no less than 90 parking stalls.
4. Staff shall monitor and review the parking situation for the year following the opening of the facility. If parking concerns arise in the neighborhood, staff will bring back those concerns to the Plan Commission.

Motion Carried

City Administrator Barg presented a summary presentation of the 2016-2020 Capital Improvement Program as prepared by the CIP Administrative Committee. Wagner stated that they didn't get to do everything that they wanted due to less levy being available. He has proposed that the Common Council consider a referendum to increase the levy for 5 years to target street improvements.

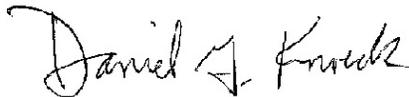
PC15-11 Motion by Wood, second by Wagner to recommend approval of the 2016-2020 Capital Improvement Program and refer to Common Council for their consideration.

Motion Carried

Staff Updates:

- City Planner Miller will present an update on the Town of Cameron attachment next month.
- Miller will also give an update on the 2nd Street area street corridor at the next meeting.

There being no objections, Chairman Meyer adjourned the meeting at 7:47 PM.



Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION



City of Marshfield Memorandum

TO: Plan Commission
FROM: Sam Schroeder, Zoning Administrator
DATE: April 21, 2015

RE: Conditional Use Request by Mid State Technical College to allow an expansion of a structure within a property zoned "CD" Campus Development district to include a boiler room addition along the west side of the building, for the property located at 2600 West 5th Street.

Background

Mid State Technical College is proposing a new boiler room addition to the west side of the existing building located at 2600 West 5th Street, zoned "CD" Campus Development zoning district. In Section 18-42(4)(b) under the Municipal Zoning Code it states prior to the adoption of a Campus Master Plan, all new structures, land uses and paved areas in the Campus Development Zoning District shall be regulated as a conditional use. The proposed new addition shall be 20'-4" by 22' or 447 square feet. This expansion will be made out of brick to match the existing brick located on the building assuring it is esthetically pleasing.

The proposed project also includes a future emergency generator directly to the south of the addition. The generator will function only as an emergency generator to support IT and HVAC loads.

Analysis

The proposed addition will house replacement boilers to replace the existing boilers which are at or near the end of their expected life. The installation of new boilers will also improve campus energy efficiency. The addition will also include a small janitor's room and open up more room to expand the receiving and storage area and will require a reconstruction of the loading dock areas which is immediately adjacent to the west of the addition.

The new vestibule does not trigger any landscape requirements as it is less than 1,200 square feet in area.

Conditional Use Decision 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.

Staff does not find any conflict with the proposed use and 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.

Although the addition expands closer to South Linden Avenue and residential zoned properties, the existing building is well within any required setback and the proposed generator will be screened and only used for emergencies. There should be no substantial or undue adverse impact on nearby properties.

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.

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 purpose of the addition is for greater energy efficiency and the benefit for the campus outweighs all potential impacts of granting the proposed conditional use.

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 Mid State Technical College to allow an expansion of a structure within a property zoned "CD" Campus Development district to include a boiler room addition along the west side of the building, for the property located at 2600 West 5th Street with the following conditions:

1. The addition shall not exceed 447 square feet in area.
2. The exterior of the addition shall match the existing building to which it is being attached.
3. All new exterior lighting must meet the requirements of Section 18-104, exterior lighting requirements.
4. The addition must be completed within one year of approval by the Common Council.
5. The proposed future generator may be administratively approved, provided that the generator is fully screened to the west.

Attachments

1. Conditional Use Permit
2. Application
3. Location Map
4. Addition Plans

Concurrence:



Jason Angell
Planning and Economic Development Director



MARSHFIELD
The City in the Center

Revised: 11/13/14

Department of Planning & Economic Development

City of Marshfield
630 South Central Avenue
6th Floor, Suite 602
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: _____

OFFICE USE ONLY

Date Received:	Fee Receipt Number:	Zoning District:	Parcel #:
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SITE INFORMATION

Site Address: 2600 W 5th Street	Present LandUse: Institutional
Legal Description: BEING LOT 1 OF CERTIFIED SURVEY MAP #8573, LOCATED IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 25 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN.	

APPLICANT INFORMATION

Applicant Name: Mid State Technical College - David Willis	Phone #: 715-422-5308	Email Address: david.willis@mstc.edu
Address, City, State, Zip: 500 32nd Street North, Wisconsin Rapids, WI 54494		
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: DAVID L. WILLIS, DIRECTOR, MSTC	Owner Phone #: 715-422-5308	Owner Email Address: DAVID.WILLIS@MSTC.EDU
Owner Address, City, State, Zip: 500 32 ND STREET NORTH, WISCONSIN RAPIDS, WISCONSIN 54494		

DETAIL OF CONDITIONAL USE REQUEST

Proposed Land Use: Same	Proposed # of Employees: Same	Proposed Hours of Operation: Same
<input type="checkbox"/> Residential or <input checked="" type="checkbox"/> Nonresidential	Number of Buildings: 1	Number of Units: NA
Density (units per acre): NA		
Narrative of Conditional Use Request: MSTC is proposing a new Boiler Room addition to the existing building. The addition will also require reconstruction of the existing loading dock area immediately adjacent to the addition location.		
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 checked="" type="checkbox"/> Lighting, Storage, and Parking Standards - Article VII: Design and Performance Standards
<input checked="" type="checkbox"/> Landscape Requirements - Article VIII: Landscape Requirements

DOCUMENTATION SUBMITTED

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

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.

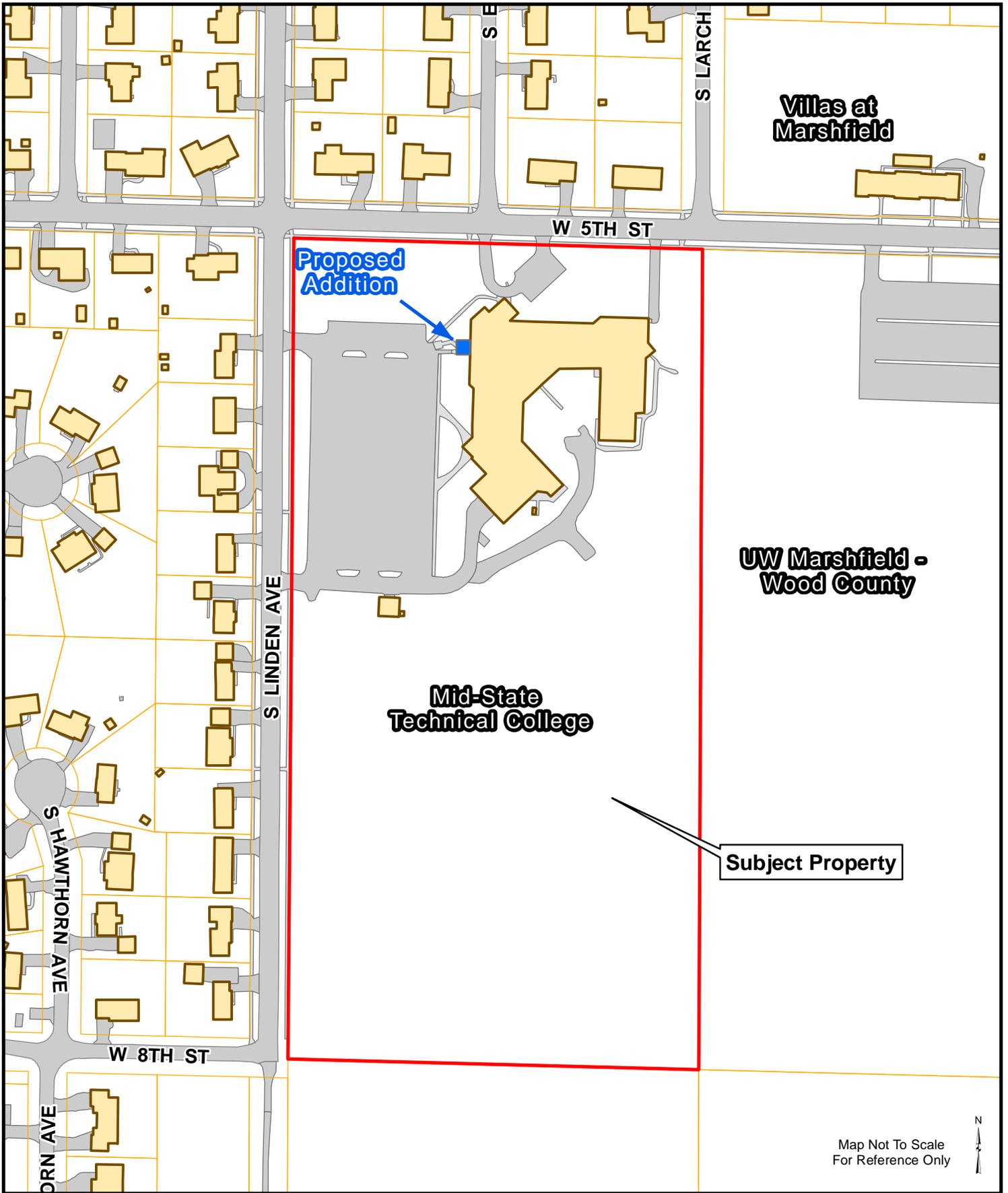
I hereby apply for a conditional use permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Marshfield and with Wisconsin Statutes and Building Codes; that the Plan Commission may recommend conditions 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: _____

David Willis

Date: _____

03/23/2015



CUP: Mid-State Technical College
City of Marshfield
Meeting Date: April 21, 2015

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.

PARTITION TYPES:

EXTERIOR:

- E1 TYPICAL 1'-3" CAVITY WALL CONSTRUCTION
- 4" FACE BRICK
 - AIR SPACE
 - 2" RIGID INSULATION
 - AIR BARRIER
 - 8" CMU W/ HORIZ. R/F AT 16" O.C.

METAL STUDS:

- S3-1 - 5/8" TYPE X GYPSUM BOARD
 - 3 5/8" METAL STUDS AT 16" O.C.
 - 5/8" TYPE X GYPSUM BOARD
 - ONE HOUR CONSTRUCTION (U.L. DESIGN NO. U419)
- S3-5 - 5/8" GYPSUM BOARD
 - 3 5/8" METAL STUDS AT 16" O.C. W/ 3" SOUND ATTENUATION BLANKETS FULL HEIGHT
 - 5/8" GYPSUM BOARD

PARTITION TYPES NOTES:

1. CONSTRUCTION IS LISTED IN ORDER FROM SIDE OF WALL THAT TAG IS INDICATED.
2. WALL TYPE SHALL BE CONTINUOUS UNTIL INTERSECTION OF WALL OF DIFFERENT TYPE.
3. ALL INTERIOR WALL SHALL BE TYPE S3-5 UNLESS NOTED OTHERWISE.
4. EXTEND WALLS TO UNDERSIDE OF STRUCTURAL DECK ABOVE UNLESS NOTED OTHERWISE.

PARTITION LEGEND

- EXISTING CONSTRUCTION TO REMAIN
- EXISTING CONSTRUCTION TO BE SITE CLEARED, PATCH ADJACENT FLOOR, WALLS AND CEILING AS REQUIRED
- GYPSUM BOARD ON METAL STUDS AT 16" O.C.
- FACE BRICK
- CMU WALL W/ HORIZ. R/F AT 16" O.C.
- 1 HOUR RATED WALL
- 2 HOUR RATED WALL

ROOM FINISH NOTES:

1. NO CEILING, EXPOSED STRUCTURE.
2. VB AT NEW STUD WALL ONLY.

ROOM FINISH SCHEDULE

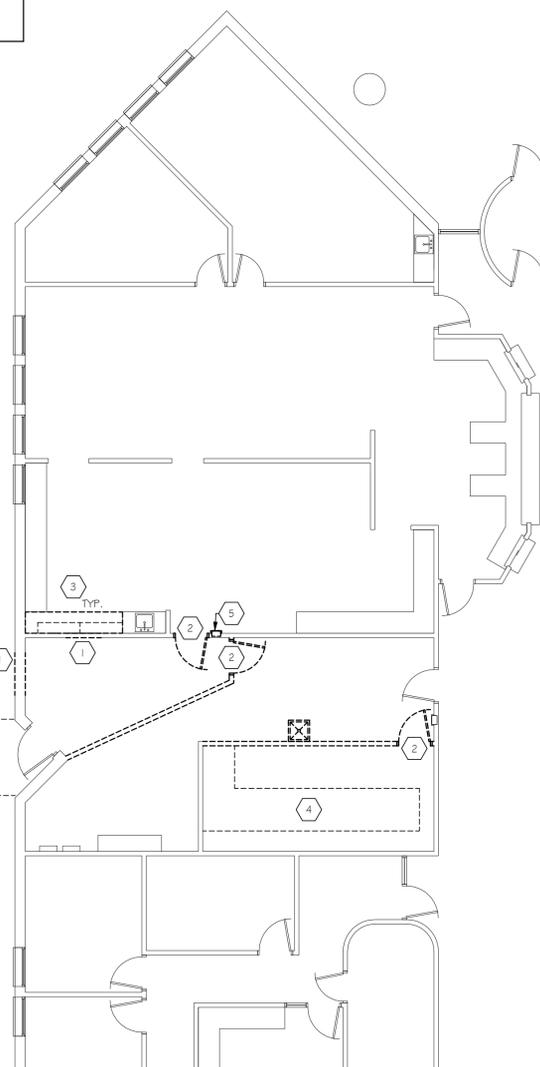
NO.	NAME	FLOOR	BASE	WALLS	CEILING TYPE	CEILING HEIGHT	NOTES
117	BOOKSTORE	ETR		PT	---	---	
120A	STORAGE	SC	VB	PT	---	---	1
120B	RECEIVING	SC	VB	PT	---	---	1
120C	JANITOR'S ROOM	SC	VB	PT	---	---	1, 2
120D	BOILER ROOM	SC	VB	PT	---	---	1, 2

GENERAL NOTES:

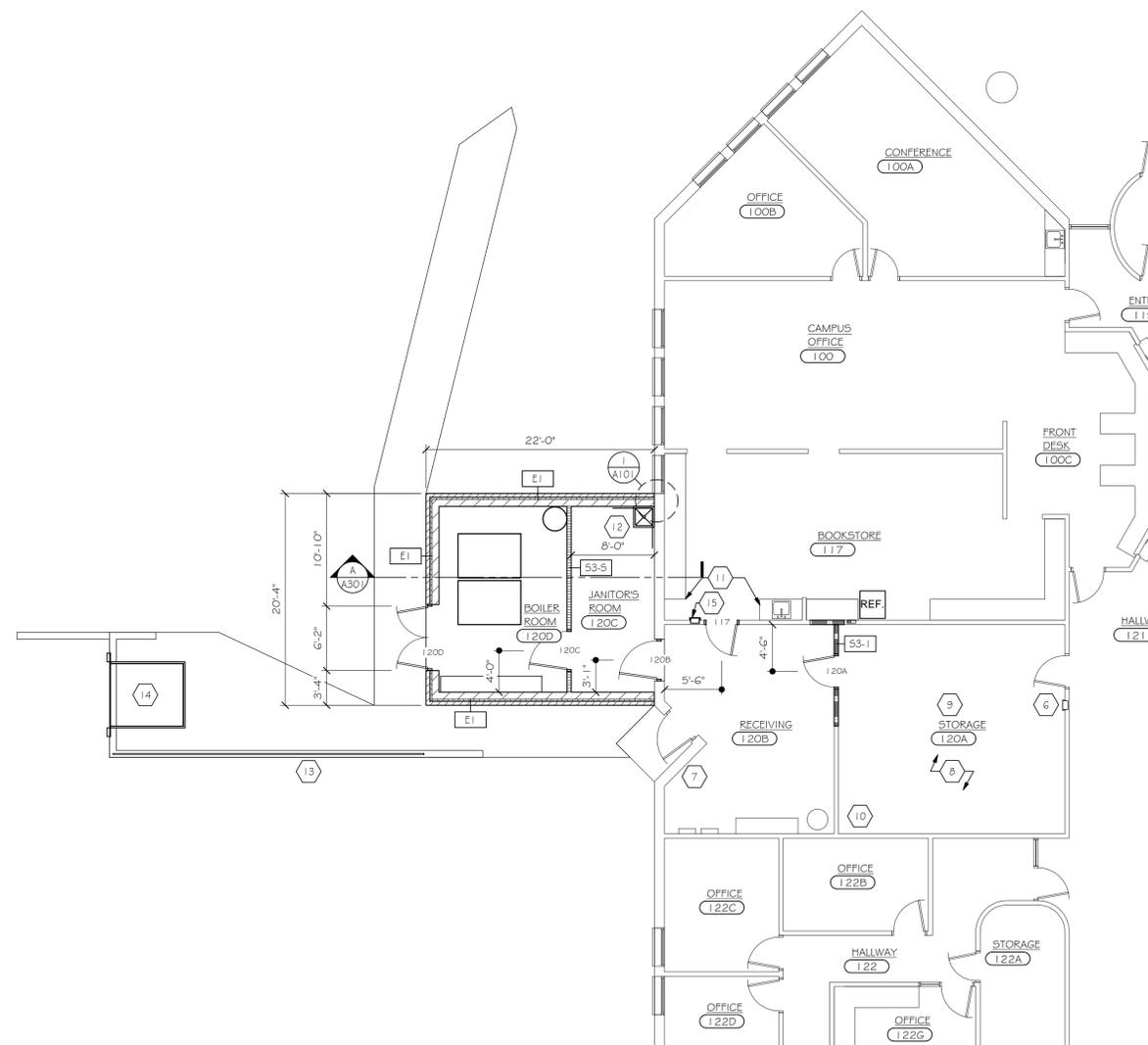
1. EXISTING BUILDING WILL REMAIN OCCUPIED DURING CONSTRUCTION. ALL DISRUPTIONS OF EXISTING MECHANICAL, ELECTRICAL, AND PLUMBING SYSTEMS SHALL BE COORDINATED WITH OWNER.
2. LOCATE INTERIOR MOVEMENT JOINTS IN GYPSUM BOARD PER SPECIFICATIONS.
3. EXIT DOORS AND CORRIDORS TO REMAIN CLEAR OF OBSTRUCTIONS AND ALLOW CODE REQUIRED EGRESS THROUGHOUT CONSTRUCTION. PHASING WILL BE REQUIRED.
4. ANY MECHANICAL, ELECTRICAL OR PLUMBING SYSTEMS THAT NEED TO BE TEMPORARILY DISCONNECTED OR RELOCATED TO ACCOMMODATE NEW WORK SHALL BE THE RESPONSIBILITY OF EACH RESPECTIVE CONTRACTOR. FIELD VERIFY EXISTING CONDITIONS - COORDINATE EXTENTS OF WORK AND CONSTRUCTION SEQUENCING WITH OWNER AND ARCHITECT.
5. ALL FURNITURE FURNISHED AND INSTALLED BY OWNER UNLESS NOTE OTHERWISE.
6. THE DEMOLITION SHOWN IS INTENDED AS A GUIDE. NOT ALL DEMOLITION IS SHOWN. WHERE NEW CONSTRUCTION IS SHOWN ON OTHER DOCUMENTS, DEMOLISH EXISTING WALLS, FLOORS AND CEILINGS AS NECESSARY TO FACILITATE SUCH NEW CONSTRUCTION.
7. PATCH EXISTING FINISHES AS REQUIRED IN AREAS ADJACENT TO DEMOLITION.
8. REMOVE, STORE AND REPLACE CEILING TILE AND GRID IN EXISTING AREAS TO REMAIN AS REQUIRED FOR WORK BY OTHER TRADES. COORDINATE WITH OTHER TRADES.
9. REMOVE EXISTING FINISHES WHERE NEW FINISHES ARE INDICATED. PATCH ADJACENT FINISHES AS REQUIRED IN AREAS BEING REMODELED.
10. COORDINATE LOCATION OF CONTRACTOR PARKING AND STAGING WITH OWNER.

PLAN NOTES:

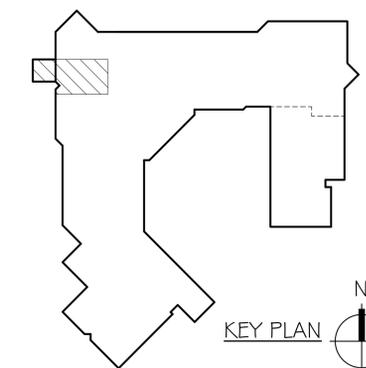
1. SITE CLEAR PORTION OF EXISTING WALL AS REQUIRED FOR NEW WORK.
2. SITE CLEAR DOOR, FRAME AND ASSOCIATED HARDWARE.
3. REMOVE EXISTING CASEWORK - SAVE FOR REUSE.
4. SITE CLEAR EXISTING EQUIPMENT PAD.
5. REMOVE EXISTING FIRE EXTINGUISHER CABINET - SAVE FOR REUSE.
6. EXISTING FIRE EXTINGUISHER CABINET TO REMAIN.
7. PATCH EXISTING WALL WHERE DUCT WAS REMOVED WITH 5/8" GYPSUM BOARD OVER VAPOR BARRIER OVER METAL STUD FRAMING WITH R19 FIBERGLASS INSULATION.
8. GRIND FLOOR SMOOTH WHERE EQUIPMENT PADS WERE REMOVED.
9. PATCH FLOOR WHERE EXISTING MOP SINK WAS REMOVED.
10. INFILL OPENING IN EXISTING ROOF WITH METAL DECK TO MATCH EXISTING. COORDINATE WITH OWNERS ROOFING CONTRACTOR. ROOFING PROJECT OCCURRING SIMULTANEOUSLY.
11. PROVIDE FINISHED PLASTIC LAMINATE END PANEL AND TRIM TO MATCH EXISTING ON UPPER AND LOWER CASEWORK AND COUNTERTOP.
12. PROVIDE FRP PANELS T BACK AND SIDE OF MOP SINK. 4'-0" HIGH AND 4'-0" IN EACH DIRECTION.
13. 42" HIGH GUARD RAIL.
14. MANUAL DOCK LEVELER.
15. RELOCATED EXISTING FIRE EXTINGUISHER CABINET.



DEMOLITION - PARTIAL FIRST FLOOR PLAN
 SCALE: 1/8" = 1'-0"



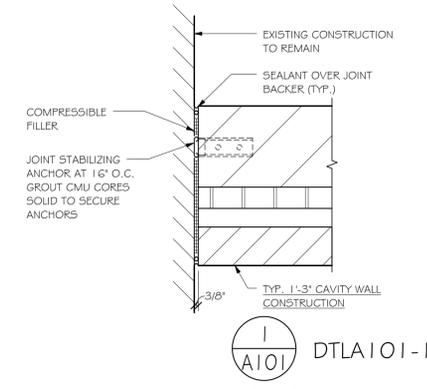
PARTIAL FIRST FLOOR PLAN
 SCALE: 1/8" = 1'-0"



KEY PLAN

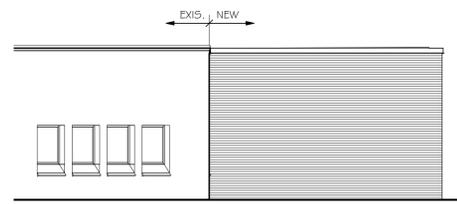


PRELIMINARY

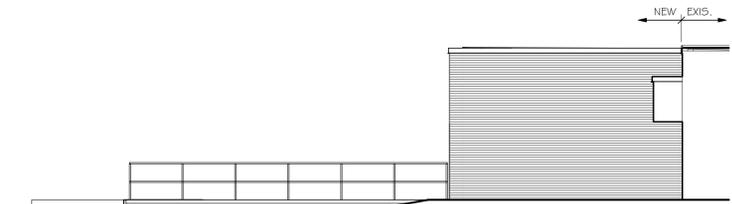


DTLA101-1
 1 1/2" = 1'-0"

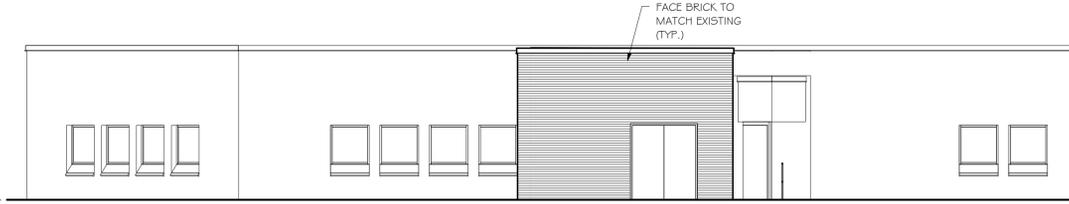
Revisions	Description	Date



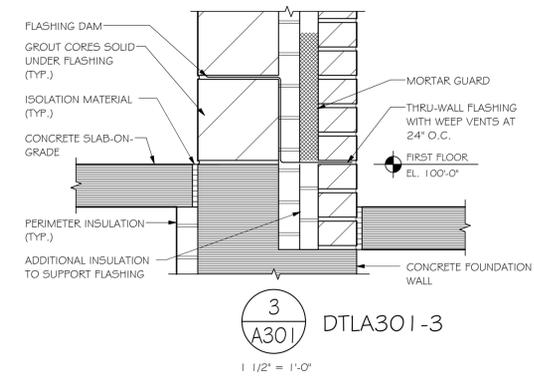
NORTH ELEVATION
SCALE: 1/8" = 1'-0"



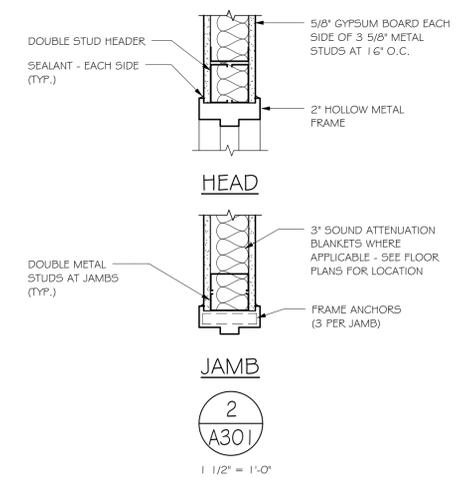
SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



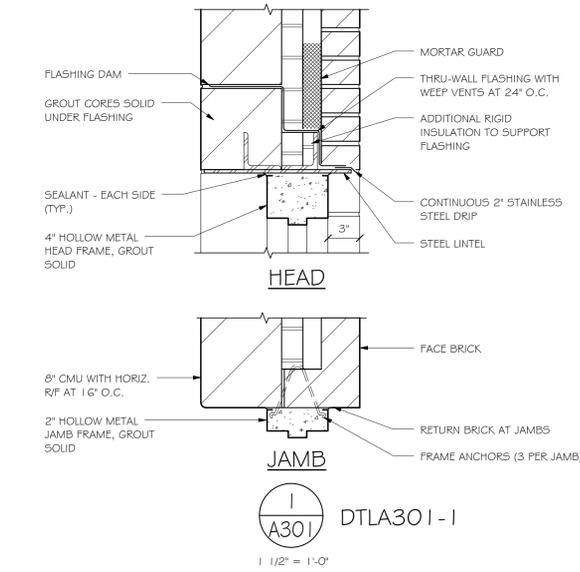
WEST ELEVATION
SCALE: 1/8" = 1'-0"



3
A301 DTLA301-3
1 1/2" = 1'-0"

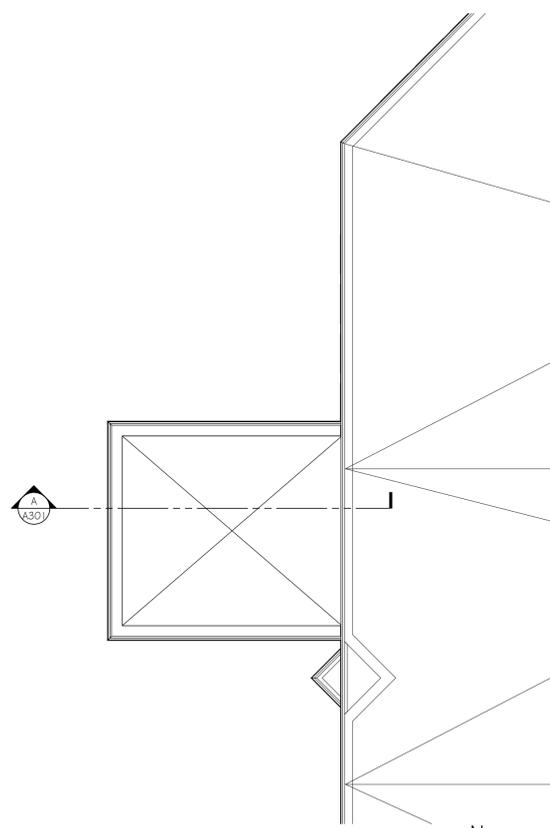


2
A301 DTLA301-2
1 1/2" = 1'-0"

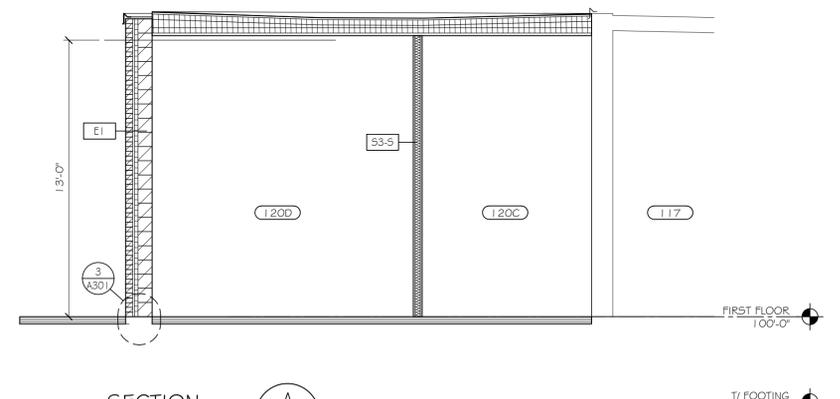


1
A301 DTLA301-1
1 1/2" = 1'-0"

DOOR SCHEDULE												
MARK	DOOR					FRAME			FIRE RATING	ELEC. REQ.	HARDWARE GROUP	NOTES
	LEAF 1	LEAF 2	HEIGHT	MATERIAL	TYPE	MATERIAL	TYPE	DETAIL				
117	3'-0"		7'-0"	WD	F	HM	1	X/XXXX	--	--	--	
120A	3'-0"		7'-0"	WD	F	HM	1	X/XXXX	45	--	--	
120B	3'-8"		7'-0"	HM	F	HM	2	X/XXXX	90	--	--	
120C	3'-8"		7'-0"	HM	F	HM	1	X/XXXX	--	--	--	
120D	3'-0"	3'-0"	7'-0"	HM	F	HM	1	X/XXXX	--	--	--	



PARTIAL ROOF PLAN
SCALE: 1/8" = 1'-0"



SECTION **A-A**
A301
SCALE: 1/4" = 1'-0"

Revisions	Description	Date

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BOILER ROOM ADDITION AND REMODEL FOR:
MID-STATE TECHNICAL COLLEGE
MARSHFIELD, WISCONSIN

Date: 2/25/2015
Project No. 6572
Sheet:

A301

PRELIMINARY
3/18/2015 11:36:13 AM

Revisions	Description	Date

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GENERAL NOTES:

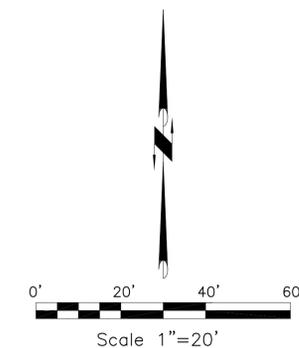
- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN A LEGAL MANNER EXCEPT FOR THOSE ITEMS NOTED TO BE SALVAGED, WHICH SHOULD BE TURNED OVER TO THE OWNER.
- INSTALL ALL REQUIRED EROSION CONTROL MEASURES FOR PERIMETER PROTECTION PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL BIDDERS PLANNING ON SUBMITTING A BID SHALL VISIT THE SITE AND REVIEW THE EXISTING CONDITIONS PRIOR TO THE BID DATE.
- COORDINATE WITH THE OWNER AND LOCAL UTILITY COMPANIES TO LOCATE ANY EXISTING PRIVATE UTILITIES ON SITE PRIOR TO THE START OF WORK.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR AND INCLUDED IN THE BASE BID CONTRACT.
- VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF WORK.
- ALL EROSION CONTROL MEASURES INSTALLED SHALL BE MAINTAINED IN ACCORDANCE WITH THE LOCAL AND STATE GOVERNING AUTHORITIES.
- STOCKPILE STRIPPED TOPSOIL ON SITE. PLACE SILT FENCE AROUND THE BASE OF THE STOCKPILE TO PREVENT EROSION.

KEYNOTES:

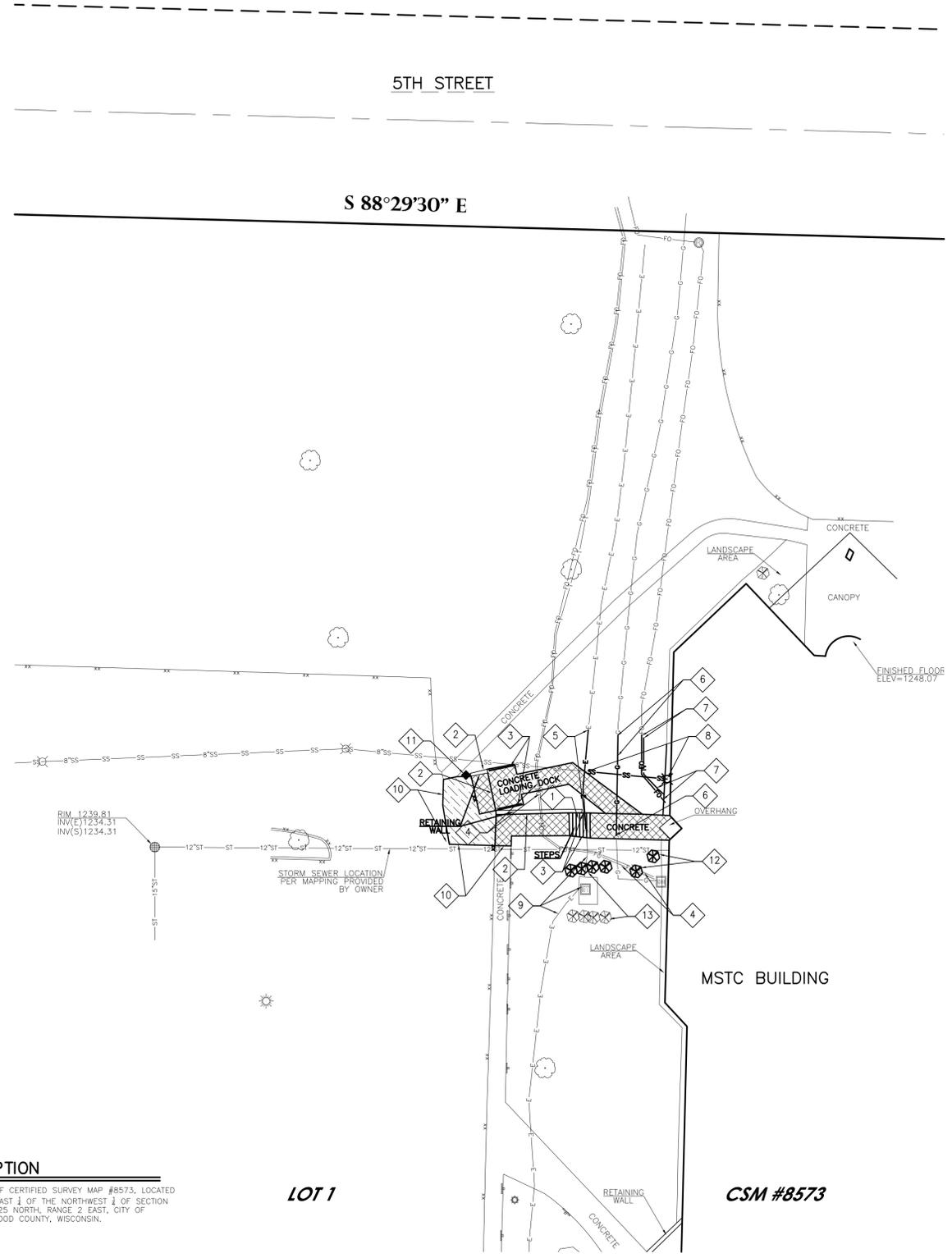
- | | |
|---|---|
| 1 REMOVE CONCRETE STEPS | 9 MAINTAIN/PROTECT ELECTRICAL LINES AND TRANSFORMER |
| 2 REMOVE RETAINING WALLS | 10 SAWCUT ASPHALT/CONCRETE PAVEMENT |
| 3 REMOVE RAILINGS | 11 REMOVE EXISTING BOLLARD |
| 4 MAINTAIN/PROTECT FIBER OPTIC AND TELEPHONE LINE | 12 REMOVE BUSHES/SHRUBS |
| 5 RELOCATE ELECTRIC LINE (COORDINATE WITH UTILITY COMPANY AND ELECTRICAL PLANS) | 13 REMOVE ALL BUSHES/SHRUBS AROUND TRANSFORMER |
| 6 RELOCATE GAS LINE (COORDINATE WITH UTILITY COMPANY AND MECHANICAL PLANS) | |
| 7 RELOCATE FIBER OPTIC AND TELEPHONE LINE (COORDINATE WITH UTILITY COMPANY) | |
| 8 RELOCATE SANITARY SEWER SERVICE LATERAL (SEE PLUMBING PLANS FOR DETAILS) | |

DEMOLITION HATCH PATTERNS:

- | | |
|--------------------|--|
| BITUMINOUS REMOVAL | |
| CONCRETE REMOVAL | |



DEMOLITION PLAN



DESCRIPTION

BEING LOT 1 OF CERTIFIED SURVEY MAP #8573, LOCATED IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 25 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN.

BENCH MARK

ELEVATIONS ARE REFERENCED TO DATUM RECEIVED FROM THE CITY OF MARSHFIELD ENGINEERING DEPARTMENT.

BENCHMARK #1
ONE INCH STAINLESS STEEL DISK ON HYDRANT STAMPED "634", LOCATED ON THE WEST SIDE OF LINDEN AVENUE AND BEING 450 FEET SOUTH OF 5TH STREET.
ELEVATION = 1239.61

BENCHMARK #2
ONE INCH STAINLESS STEEL DISK ON HYDRANT STAMPED "634", LOCATED ON THE EAST SIDE OF LINDEN AVENUE AND BEING 300 FEET NORTH OF 8TH STREET.
ELEVATION = 1238.71

LOT 1

CSM #8573

BOILER ROOM ADDITION AND REMODEL FOR:
MID-STATE TECHNICAL COLLEGE
MARSHFIELD, WISCONSIN

Date:
04/02/15
Project No.
6572
Sheet:

C101

Revisions	Description	Date

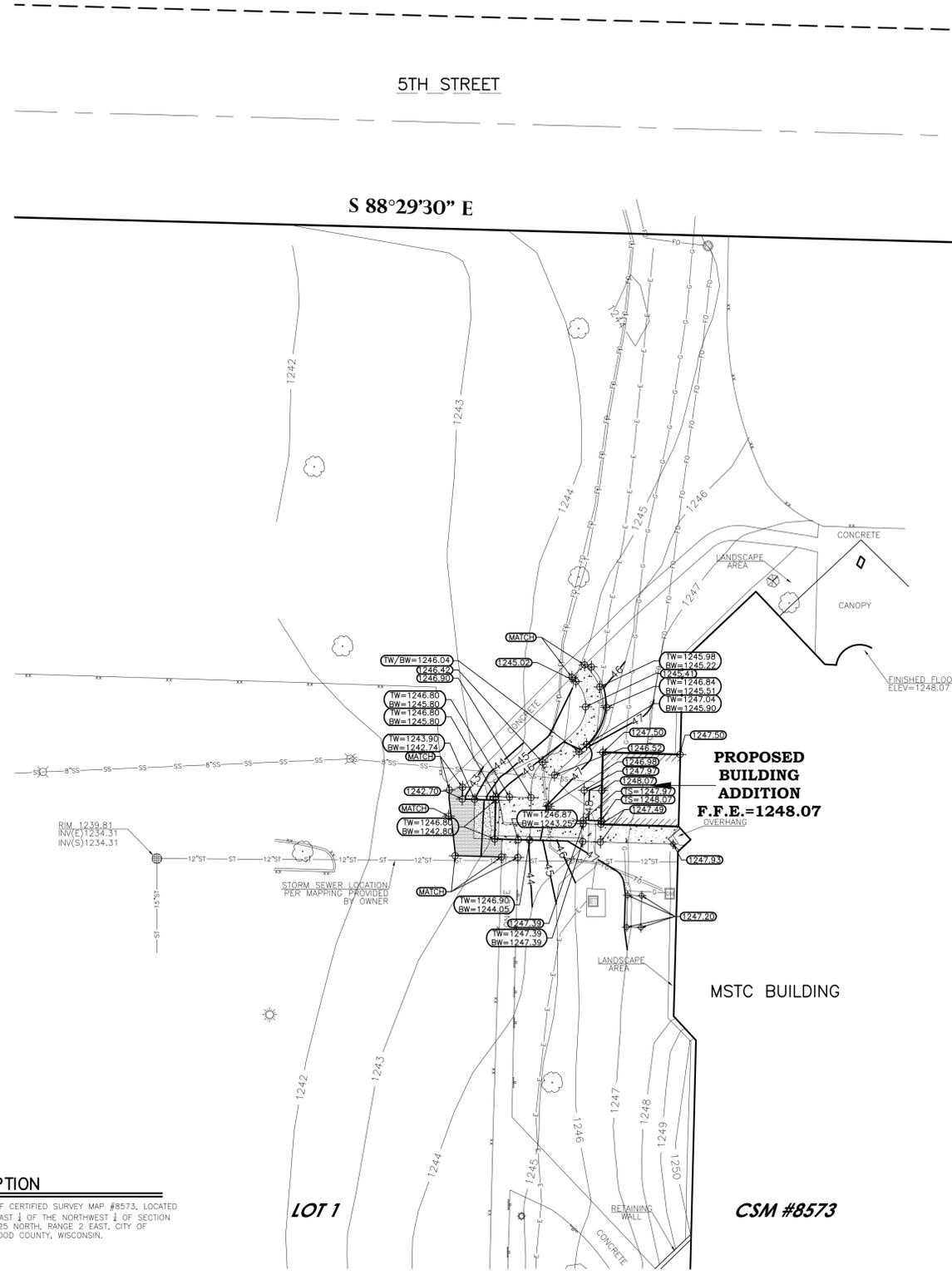
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GENERAL NOTES:

1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. THE PROPOSED SITE PLAN FINISH FLOOR ELEVATION OF 1248.07 EQUALS THE PROPOSED BUILDING ARCHITECTURAL FINISH FLOOR ELEVATION OF 100.00'.
3. INSTALL ALL REQUIRED EROSION CONTROL MEASURES IN ACCORDANCE WITH LOCAL AUTHORITIES AND THE DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
4. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED IN ACCORDANCE WITH THE DEPARTMENT OF NATURAL RESOURCES, LOCAL AUTHORITIES REGULATIONS.
5. 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LAWN AREAS AND 12" SHALL BE PROVIDED IN ALL PLANTING BED AREAS.
6. SEE SHEET C3.0 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
7. ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR AND INCLUDED IN THE BASE BID CONTRACT.
8. COORDINATE ALL EARTHWORK ACTIVITIES WITH GAS, ELECTRIC, (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE) CABLE AND TELEPHONE CONSTRUCTION AND RESPECTIVE TRADES FOR THE INSTALLATION OF SAID UTILITIES.

GRADING LEGEND:

EXISTING CONTOUR	—— 1247 ——
PROPOSED CONTOUR	—— 47 ——
PROPOSED SPOT ELEVATION	① 1247.20
PROPOSED TOP OF WALL ELEVATION	① 1247.50
PROPOSED BOTTOM OF WALL ELEVATION	① 1247.50
PROPOSED MATCH ELEVATION (CONTRACTOR TO VERIFY)	① MATCH



DESCRIPTION

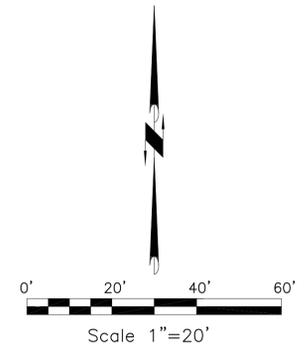
BEING LOT 1 OF CERTIFIED SURVEY MAP #8573, LOCATED IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 25 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN.

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ELEVATION = 1238.71



GRADING PLAN

Revisions	Description	Date

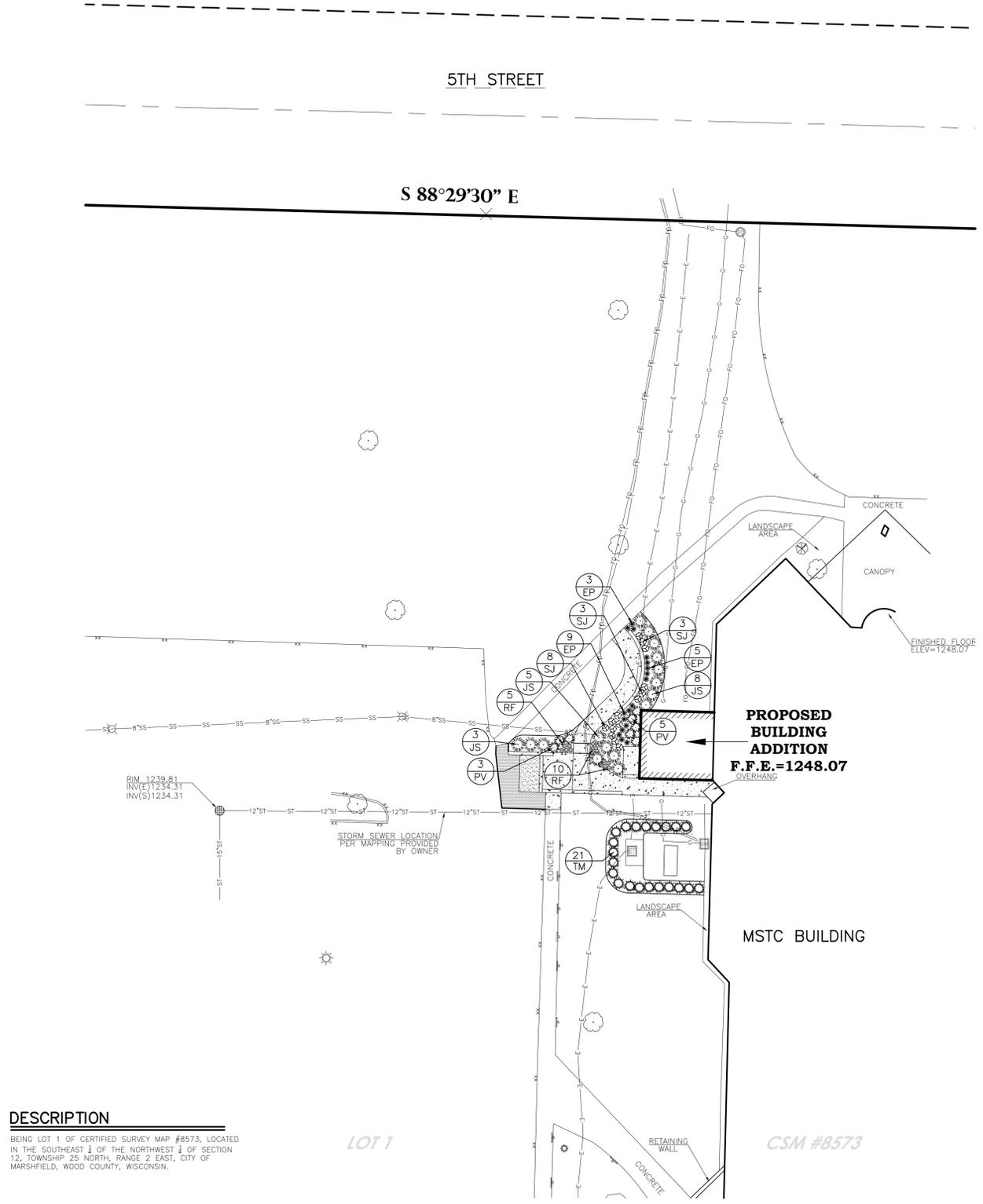
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GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LANDSCAPE AREAS. LANDSCAPE CONTRACTOR SHALL VERIFY THAT SPECIFIED PLANTING SOIL DEPTH IS PRESENT PRIOR TO PLANTING.
- SEED/FERTILIZE/CRIMP HAY MULCH ALL GENERAL LANDSCAPE AREAS DISTURBED DURING CONSTRUCTION.
- ALL PLANT MATERIALS LISTED SHALL MEET THE STANDARDS OF THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION FOR THE SIZES GIVEN.
- EDG-KING LANDSCAPE EDGING OR APPROVED EQUAL SHALL BE PLACED AROUND ALL LANDSCAPE BEDS.
- 3" OF SHREDDED BARK MULCH SHALL BE PLACED IN ALL GROUND COVER PLANTING BEDS. VERIFY COLOR AND TEXTURE OF MULCH WITH OWNER PRIOR TO PLACEMENT.
- FILTER FABRIC SHALL BE PLACED BENEATH ALL BARK MULCH.
- COORDINATE ALL LANDSCAPE WORK WITH GAS, ELECTRIC, (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE) CABLE AND TELEPHONE CONSTRUCTION AND RESPECTIVE TRADES FOR THE INSTALLATION OF SAID UTILITIES.

PLANTING SCHEDULE:

SHRUBS SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
JS	JUNIPERUS SABINA 'MINI ARCADE'	MINI ARCADE JUNIPER	5 GAL.	12"TX4"W	16
SJ	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA	5 GAL.	24"TX24"W	14
TM	TAXUS X MEDIA 'HICKSII'	HICKS YEW	5 GAL.	8"TX3"W	21
ORNAMENTAL GRASS SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
PV	PANICUM VIRGATUM 'SHENANDOAH'	SHENANDOAH SWITCH GRASS	3 GAL.	4"TX3"W	8
PERENNIALS SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
EP	ECHINACEA PURPUREA 'MAGNUS'	MAGNUS CONEFLOWER	1 GAL.	3"TX18"W	17
RF	RUDBECKIA FULGIDA 'GOLDSTURM'	GOLDSTURM BLACK-EYED SUSAN	1 GAL.	24"TX18"W	15



DESCRIPTION

BEING LOT 1 OF CERTIFIED SURVEY MAP #8573, LOCATED IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 25 NORTH, RANGE 2 EAST, CITY OF MARSHFIELD, WOOD COUNTY, WISCONSIN.

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ELEVATION = 1238.71

LANDSCAPE PLAN



City of Marshfield Memorandum

TO: Plan Commission
FROM: Josh Miller, City Planner
DATE: April 21, 2015

RE: Conditional Use Request by the Marshfield Area Pet Shelter (MAPS), to allow an “Animal Boarding” pet shelter facility, including an outdoor run area, on the Marshfield Municipal Airport property, located at 210 West 29th Street, zoned “CD” Campus District.

Background

Currently, the City of Marshfield does not have a pet shelter. Stray dogs and/or cats found within Marshfield city limits are reported by Marshfield residents to Wood County dispatch. Ordinance control officers respond to the call/complaint. If ordinance officers are not on duty, patrol officers respond. By law, stray animals need to be housed for a full 7 days to allow owners the opportunity to come forward and claim their pet. Fees and/or fines occur for allowing an animal to run at large in the City of Marshfield. Stray cats are housed at the Parkview Pet Motel; stray dogs are housed at Wenzel’s Kennels. Both are private boarding facilities located outside of the City limits.

On day 8, after the 7-day stray hold, the City of Marshfield is no longer responsible for unclaimed animals. Before MAPS (Marshfield Area Pet Shelter) was formed, unclaimed cats became the property of the private boarding facility. It was at their discretion as to what to do with the animal. Healthy and friendly cats were often adopted by the public. Aggressive or feral cats were often euthanized and if a cat or dog was not adopted after several months it also may have been euthanized.

Unclaimed cats and dogs are now sponsored by MAPS through a program with local area humane societies implemented by MAPS called Share the Care. MAPS volunteers are coordinated to drive the animals to and from these facilities. This program ensures all animals are vet checked, spayed/neutered, vaccinated, blood tested, microchipped and placed up for adoption. MAPS uses their donor contributions to pay Clark County Humane Society in Neillsville \$50 per cat and South Wood County Humane Society in Wisconsin Rapids \$75 per dog. MAPS goal is to open a facility in Marshfield so they don’t have to spend the time and money transporting the animals and paying other shelters to house and

care for the animals.

The proposed location for the pet shelter is the old Terminal Building located at 210 West 29th Street. This building is on the Airport's Capital Improvement Plan schedule to be razed in the next few years. Under the current conditions, it would be unsuitable for most tenants without a significant remodel. The proposed shelter at this location is a temporary solution and they would have to invest money into a new HVAC system, flooring, bathrooms, etc., to be able to use the building for the shelter. The City anticipates that this facility would likely be in operation for about 5 years (depending on the lease agreement). Once the pet shelter is no longer in use at this location, the plan is to relocate the shelter and for the old Terminal building to be torn down.

Analysis

The Marshfield Municipal Airport developed a Campus Master Plan that was approved in August of 2013. The Campus Master Plan addresses existing facilities, as well as future uses and projects, but did not include the use of an "Animal Boarding" facility as either a permitted or conditional use. However, the Master Plan does include language that states, "Specific land uses and development within the Campus Development zoning district which are inconsistent with an approved CMP shall be reviewed as conditional uses." Therefore, instead of amending the Plan, the use may be approved through the Conditional Use Permit process.

Because the Marshfield Municipal Airport is an aeronautical facility and much of the funding is by the federal and state governments, one of the provisions included in the Plan is that any nonaeronautical uses must be approved by the Bureau of Aeronautics and the Federal Aviation Administration. Nonaeronautical uses of airport property must provide a net benefit to the airport and be compatible with normal airport operations. Since the pet shelter is a nonaeronautical use, the City will require written authorization for the pet shelter use by the Bureau of Aeronautics and Federal Aviation Administration before MAPS can occupy the building. Preliminary discussion with the Bureau of Aeronautics indicates that they would support the pet shelter use at the old Terminal building.

The Zoning Code only allows "Animal Boarding" uses as a conditional use in the following districts: RH-35 (Rural Holding), IP (Industrial Park), LI (Light Industrial), GI (General Industrial), and CD (Campus District). Although the use is allowed in the CD district, this use was not included in the Campus Master Plan. The purpose for limiting the use to these districts is to allow for larger lots and to locate them away from residential uses. Further to the south, the Airport property does abut property zoned "IP" Industrial Park. So the use would be allowed as a Conditional Use on an adjacent property.

The “Animal Boarding” use in the zoning code is defined as the following:

“Facilities where short-term and/or long-term animal boarding is provided, including commercial kennels, commercial stables, and animal shelters. Exercise yards, fields, training areas, and trails associated with such land uses are considered accessory to and do not require separate consideration.”

The regulations for the use include the following:

- (a) Facility shall provide appropriate separation from animal containment areas to residentially zoned property.
- (b) Each animal shall be provided with an indoor containment area.
- (c) The minimum permitted size of horse or similar animal stall shall be 100 square feet.
- (d) Minimum required parking: One space per every 1,000 square feet of gross floor area.

The proposed use includes the following:

- Housing up to 30 cats
- Housing up to 5 dogs
- 1 full time staff person
- 3-4 volunteers per shift
- Hours of operation Monday, Wednesday, Friday 4-7 pm; Saturday 12-3 pm
- Retail sales of MAPS items
- Future exterior lighting, but nothing planned at this time
- Outdoor run areas two 30' x 50' foot areas (one for small dogs and one for large dogs)

Overall, the number of animals, staff, and visitors on site should not be an issue to the neighborhood. The proposed hours of operation would make the shelter available to people working different shifts and it closes early enough to not be a disturbance in the evening. One area of concern staff does have with the request is that a few years ago, when the pet shelter use was discussed as part of a code amendment, a significant concern was brought up by others with pet service businesses (grooming, pet store, retail sales, and veterinary services) that the shelter should not compete with services they offer. Because of this, staff is recommending that the pet shelter would not be able to sell any items or provide services to non-shelter animals at this location.

The building is setback 300+ feet from the road and any outdoor run area would be located south of the building and screened from the residential properties to the north. In addition, the Airport would be looking to finish the 8 foot fence south of the building and connect it to the existing fence east of the building to provide separation and security to the airport.

For the most part, this request should improve an important service to the community, reuse an existing building that would otherwise be razed, and give MAPS an opportunity to run a facility without having to construct a new facility.

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 Comprehensive Plan recommends that other intergovernmental agreements should explore ways to improve service and limit the duplication of services between communities. Having a local facility would improve the level of service for Marshfield residents and make it easier for residents to adopt pets. With nearby communities having humane societies, it is possible having a local facility would be considered a duplication of services, but the Comprehensive Plan does not identify this type of service as a priority to for intergovernmental agreements.

The future land use map shows this area as Institutional uses. A nonprofit pet shelter using a municipal building would likely qualify as a civic use, fitting the Institutional use description.

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.

It should be noted that there is the potential for there to be conflict between the proposed use and nearby uses. If an animal were to get onto the runway, it could cause interference with aircraft. Also, the possibility of constant barking may be a nuisance for nearby single family homes. Those situations are unlikely and accommodations are being made to address those concerns. The proposed use is temporary and the outdoor areas will be located behind the old Terminal building and screened from nearby residential uses to try to mitigate noise concerns. Aside from those concerns, the standard everyday use of a pet shelter should not cause adverse impacts to the neighborhood.

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

A pet shelter use does not fit in with the surrounding uses of an airport, single family home, and office buildings. However, other than the outdoor area, little will change on the exterior of the building.

With the building currently abandoned, it draws little traffic on 29th Street. The pet shelter would add traffic to the area, but likely not an excessive amount that would have any impact on the neighborhood.

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 surrounding area can accommodate the needed parking for visitors, volunteers, and staff.

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.

Having a local pet shelter is a desirable service for the area and would reduce the amount of area animals that are euthanized each year. The location of the outdoor run area and allowing a maximum of 5 dogs should help to reduce any potential for barking dogs to be a nuisance to the residential neighbors to the north.

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 the Marshfield Area Pet Shelter (MAPS), to allow an "Animal Boarding" pet shelter facility, including an outdoor run area, on the Marshfield Municipal Airport property, located at 210 West 29th

Street, zoned "CD" Campus District with the following conditions:

1. Use of the exterior run area is limited to 8 am – 7 pm.
2. All exterior lighting must be full cut-off, compliant with the FAA standards, and must be submitted to the City for review prior to approval.
3. Exterior run areas extending east and west of the terminal building shall be screened to the north.
4. A copy of any required state or county license to operate a pet shelter must be submitted to the City prior to the facility accepting animals.
5. Approval for a temporary Animal Boarding pet shelter facility must be submitted in writing from the Bureau of Aeronautics and Federal Aviation Administration prior to occupancy or signing of a lease agreement.
6. Other than housing shelter animals, animal boarding is not permitted.
7. No other animal care related services may be offered to non-shelter animals.
8. No retail sales are permitted.

Attachments

1. Application
2. Site Plan

Concurrence:



Jason Angell
Planning and Economic Development Director



MARSHFIELD
The City in the Center

Revised: 11/13/14

Department of Planning & Economic Development

City of Marshfield
630 South Central Avenue
6th Floor, Suite 602
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: _____

OFFICE USE ONLY

Date Received:	Fee Receipt Number:	Zoning District: <i>CD</i>	Parcel #: <i>3303565A</i>
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SITE INFORMATION

Site Address: <i>210 W 29th St.</i>	Present Land Use: <i>XL Airport in Lieu 289</i>
Legal Description: <i>C-MFLD S19 T25N R3E THE S100 OF N400 OF E1100 OF W3430 F NENE</i>	

APPLICANT INFORMATION

Applicant Name: <i>Marshfield Area Pet Shelter</i>	Phone #: <i>715-486-5140</i>	Email Address: <i>WWW.MarshfieldPetShelter.org</i>
Address, City, State, Zip: <i>PO Box 147 Marshfield WI 54449</i>		
The Applicant is the <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Authorized Representative/Other (Describe): <i>Renter</i>		

OWNER INFORMATION (IF DIFFERENT THAN APPLICANT INFORMATION)

Owner Name: <i>Bob Kuehl</i>	Owner Phone #: <i>715-387-3042</i>	Owner Email Address: <i>rkuehl3042@charter.net</i>
Owner Address, City, State, Zip: <i>909 Arlington St Marshfield WI 54449</i>		

DETAIL OF CONDITIONAL USE REQUEST

Proposed Land Use: <i>Pet Shelter</i>	Proposed # of Employees: <i>1 shift 3 to 4</i>	Proposed Hours of Operation: <i>20 12</i>
<input type="checkbox"/> Residential or <input checked="" type="checkbox"/> Nonresidential	Number of Buildings: <i>Existing</i>	Number of Units:
Narrative of Conditional Use Request: <i>dogs & cats 5 dogs & 30 cats, sale of MAPS items, volunteers in a shift 3-4, hours of operation M-WF 4pm to 7pm Sat 12pm to 3pm, lighting planned, none at this time, interior changes see mpp, ask Plan Comm. to waive app. fee of \$250. for CU P. app.</i>		
Future Plans/Modifications: <i>Remodel for pet shelter use</i>		Time Needed to Finish Request:

CODE REQUIREMENT REFERENCES (ZONING CODE - CHAPTER 18)

<input 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

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: _____

Robert C Kuehl

Date: _____

3-25-15



**City of Marshfield GIS
Intranet Mapping Application**

8' fence





City of Marshfield Memorandum

TO: Plan Commission
FROM: Josh Miller, Planner/Zoning Administrator
DATE: April 21, 2015

RE: Conditional Use Amendment Request by the Villas at Marshfield, to amend the approved conditional use permit to reduce the landscaping along the north property line, allow for exceptions to remove required landscaping for the parking area, and move the volleyball court approximately 35 feet northwest of the approved location on the original site plan, located at 2313 West 5th Street, zoned "CD" Campus Development District.

Background

In March of 2014 the Plan Commission approved the latest conditional use request by the University of Wisconsin – Marshfield/Wood County ("the UW") to construct a 24 unit student housing complex (Institutional Residential Apartment), located at 2313 West 5th Street, zoned "CD" Campus Development District. This approval included a landscape plan that included a fence and vegetative buffer to the north along the property line, landscape islands, and landscaping along both Larch Avenue to the west and street frontage landscaping along 5th Street. They were required to have all the landscaping completed before a Certificate of Occupancy (CO) was issued. Because of the delays in construction, and the need to get students into the building for housing, students have been allowed to live in portions of the building; however, the required landscaping has only been partially installed.

The Applicant is now requesting another amendment to the landscape plan to reduce the landscaping along the north property line, remove the landscaping in the parking area, and add landscaping to the street frontages. This is the third amendment and the fourth conditional use permit request for this project.

The amended conditions in Resolution No. 2014-22 from the Conditional Use Permit reviewed and recommended for approval at the March 18, 2014 Plan Commission Meeting:

1. The 24 unit student housing complex, parking area and access drive may be constructed as presented.
2. The Landscape Plan is approved as presented including the placement of a 6-foot privacy fence along the Larch Avenue right-of-way (minimum 3

- foot setback from the right-of-way) to the south edge of the stormwater pond.
3. The landscaping must be installed prior to the certificate of occupancy being issued.
 4. The Site Plan is approved as presented including any minor changes to the site plan and the building may not be shifted more than 10 feet closer to the west, north, or east property lines than presented.
 5. The parking lot design is approved as presented including an exception to allow 13 adjacent parking stalls between landscaped islands along the south parking row aisle and allow up to 103 parking stalls – exceeding the minimum required number of spaces by more than 25%.
 6. Sidewalks and other minor site improvements may be installed at a later date without the need for an amendment to the Conditional Use Permit.

Analysis

When the original landscape plan was proposed, the landscape requirements were a bit more stringent, but the plan provided a significant vegetative buffer to the north to the satisfaction of the single family home owners adjacent to the property. The table below shows the point comparison of the approved landscape plan from March, 2014 and the proposed landscape plan for this request. Please note since the original plan was approved, some of the point values for the plants did change in the municipal code, so comparing the points of the approved plan versus the proposed plan is not a direct comparison. However, staff does identify the specific plants that have been added and removed within each landscaping area.

Location	Points Required (Old Code)	Points (Approved Plan)	Points Required (Current Code)	Points (Proposed Plan)
Parking Landscape	412	498	309	160
Streetscape (5th)	334	510	222	480
Streetscape (Larch)	180	1420*	120	1560*
Bufferyard (north) (.5)	751	760	334	360
Bufferyard (east) (.3)	627	640**	300	880**

* Includes existing landscape along Larch that remained from previous development (worth double points)

** Includes landscaping along east property line that remained from previous development (worth double points)

The request includes reductions to two primary areas of landscaping. The first is to the bufferyard to the north where they are asking to reduce the amount of landscaping by more than half of what was originally approved, by replacing 19 white spruce trees (40 points each) with 18 crabapple trees (20 points each). In addition, the code requires that any bufferyard requirement greater than .4 opacity requires at least 50% of the plants be coniferous. The request would remove all the coniferous plants and replace them with deciduous, decorative trees. This would basically eliminate any screening that would have been provided by the original proposed landscape plan.

The second landscaping area the applicant is requesting to reduce is to remove the landscape islands in the parking area. Under the original proposal there were two landscape islands along the north row of parking, three landscape islands along the middle two rows, and one landscape island along the south row. That plan also included 498 landscape points around the parking area (a mix of 44 juniper, lilac shrubs, and ninebark shrubs, as well as 2 honey locust, and 5 hackberry trees). The proposed plan removes the landscape islands. Doing so would exceed number of parking stalls in a row without a landscape island. The only proposed landscaping for the parking area has 160 points and that includes a mixture of 3 crabapple trees, two Japanese lilacs, and a maple, oak, or honey locust tree along the west side of the driveway. The proposed landscape plan for the parking and driveway area would be less than half of what was originally approved and approximately half of what is currently required.

The applicant is proposing to add more landscaping along 5th Street (2 Japanese lilac trees and 2 maple, oak or honey locust trees) and add two crabapple trees (already planted) along Larch Avenue to make up for the requested reduction in other areas.

As part of the request, the applicant is also asking to move the volleyball court to the west and north about 30-35 feet. Moving the volleyball court is a minor change to the site plan and it would be unlikely that the proposed location would have any adverse impacts to the neighborhood. Both sides (east and west) are already heavily screened and centering the court within the grass area would be an acceptable location.

Although the proposed landscaping is meeting the required number of points along the bufferyard under the current code, they are not meeting the requirement that 50% of the landscaping consist of coniferous trees. The original proposal for the north bufferyard was to provide screening for the single family homes to the north. In the proposed plan, the only screening provided would be the 6 foot vinyl fence that has already been installed. Also, removing the landscape islands and the landscape around the parking lot would create a sea of asphalt look for the parking lot. It would also allow 12 additional parking stalls and up to 34 parking stalls in a row. The code requires a landscape island for every 12 stalls in a row (24 for double row). The original request included an exception to allow 13 stalls on the south east parking lot row. And that request was granted based on it being a small exception and that the landscape plan showed other landscape islands being placed in the parking area.

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

Deny the Conditional Use Amendment Request by the Villas at Marshfield, to reduce the landscaping along the north property line and for exceptions to remove required landscaping for the parking area, located at 2313 West 5th Street, zoned "CD" Campus Development District.

Staff does recommend approval of the site plan amendment to allow the volleyball court to be relocated to the placement shown on the proposed landscape plan.

Attachments

1. Application
2. Location Map
3. Landscape Plan (original approved plan)
4. Landscape Yet to be Installed (based on approved plan)
5. Landscape Plan (proposed)

Concurrence:



Jason Angell
Planning and Economic Development Director



MARSHFIELD

The City of Marshfield

Revised: 11/13/14

Department of Planning & Economic Development

City of Marshfield
630 South Central Avenue
6th Floor, Suite 602
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: 3-27-15

OFFICE USE ONLY
Date Received:
Fee Receipt Number:
Zoning District:
Parcel #:

SITE INFORMATION
Site Address: 2313 West 5th St
Present Land Use: Apartments
Legal Description: C-mfd 512 T25N R2E N 150' of S180' of E 220' of W 450' of the NW NE 2313 W 5th St.

APPLICANT INFORMATION
Applicant Name: The Villas at Marshfield LLC
Phone #: 563 241-3055
Email Address: Kyoung@bluffstone.com
Address, City, State, Zip: 111 N Perry St, Ste 300 Davenport IA 52801
The Applicant is the [X] Owner [] 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: Apartments
Proposed # of Employees: 3
Proposed Hours of Operation:
[X] Residential or [] Nonresidential
Number of Buildings: 1
Number of Units: 24
Density (units per acre):
Narrative of Conditional Use Request: Request update to originally submitted landscape plan.
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
[X] Landscape Requirements - Article VIII: Landscape Requirements

DOCUMENTATION SUBMITTED
[] Site Plan [X] 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.

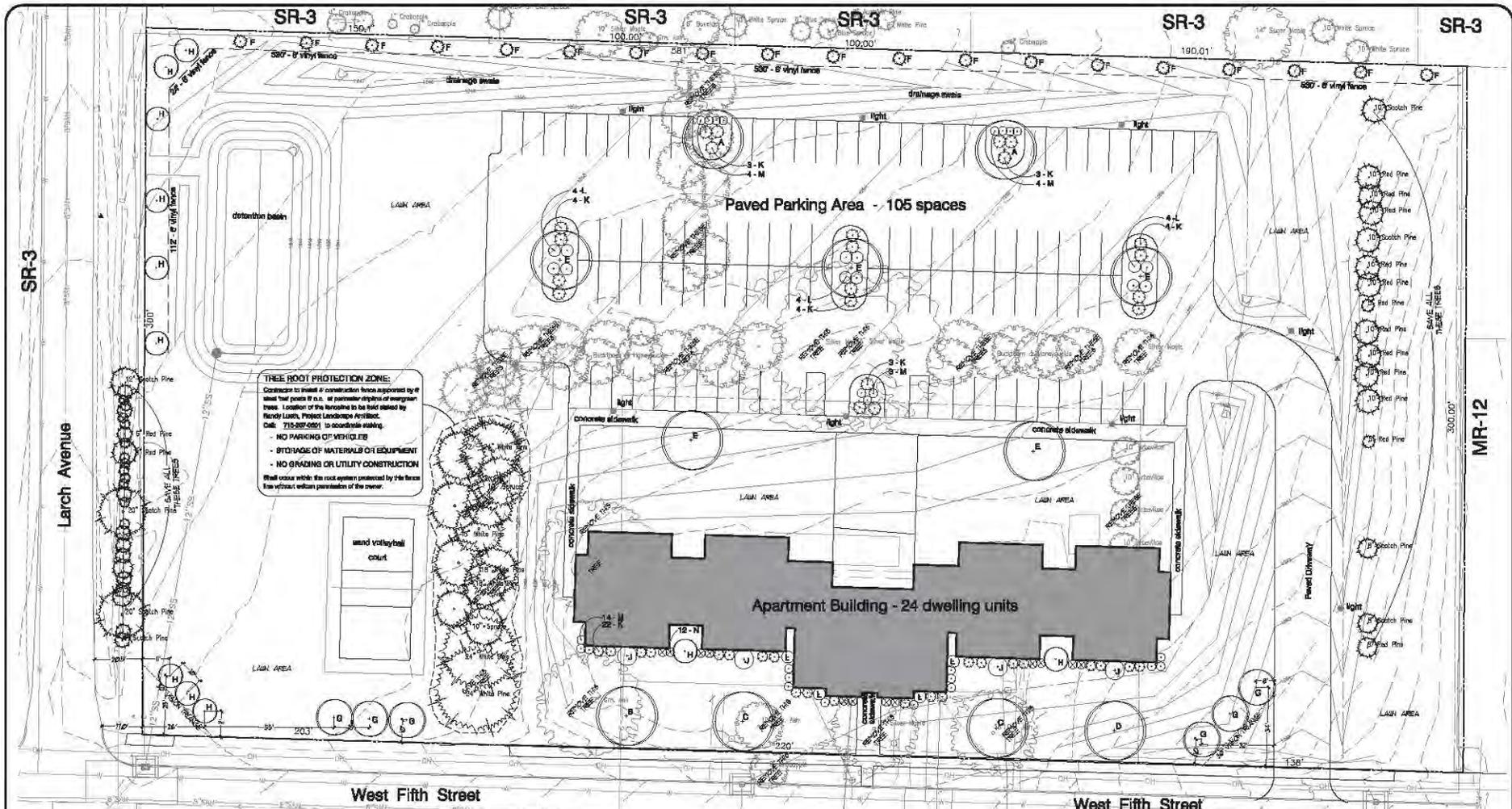
I hereby apply for a conditional use permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Marshfield and with Wisconsin Statutes and Building Codes; that the Plan Commission may recommend conditions 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:

[Handwritten Signature]

Date:

3-27-15



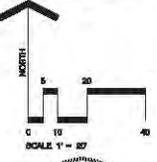
TREE ROOT PROTECTION ZONE:
 Construct to install if construction fence supported by at least two posts 8' o.c. at perimeter (depth of excavation trees). Location of this fencing to be laid out by Randy Leitch, Project Landscape Architect. Call: 715-287-0551 to coordinate staking.
 - NO PARKING OF VEHICLES
 - STORAGE OF MATERIALS OR EQUIPMENT
 - NO GRADING OR UTILITY CONSTRUCTION
 Shall occur within the root system protected by this fence has without written permission of the owner.

Location	Capacity Requirements	Points Required	Existing Element to be Utilized	Proposed Element to be Added	Total Points Provided
NORTH BUFFER/ARD	0.50 CAPACITY	80 PTS. 200' W x 4' TREES AT 10' OF WIDTH 26 x 50 x 31 PTS	NONE	830' - 6" HIGH VANT. FENCE 10' - 6" WHITE SPRING 28' O.C. 13 x 40 x 2 - 840 PTS.	740 PTS.
EAST BUFFER/ARD	0.50 CAPACITY	80 PTS. 10' W x 8' SLOPE AT 10' OF WIDTH 300' NO PTS. REQUIRED	2 - 10' RED PINE 4 - 10' SCOTCH PINE 16 x 40 x 2 - 840 PTS.	NONE	840 PTS.
WEST BUFFER/ARD FOR SPECIAL USE PERMIT			NONE	10' - 6" HIGH VANT. FENCE 10' - 6" WHITE SPRING 28' O.C. 13 x 40 x 2 - 840 PTS.	840 PTS.
STREET FRONTAGE	N/A	40 PTS. 100' COMPAS DEV. 300' x 36" x 36" 840' x 60' x 37' PTS	2 - 24' WHITE PINE 40 PTS. EACH 2 x 40 x 2 - 840 PTS.	4 8" WIDE TREES - 800 PTS 5 - 10" TREES - 160 PTS	960 + 840 = 1800 PTS
PAVED AREAS	N/A	80 PTS. 100 SPACES COMPAS DEV. 100 SPACES 100' x 100' = 10,000' 10' x 50% = 5,000' (all trees)	NONE	2 - 8" WIDE TREES - 160 5 - 10" TREES - 160 33 - 10" TREES - 330 10 - 10" TREES - 100 PTS	498 PTS.

Site Data:
 Existing Zoning - CD
 Area of New Paving - 47,850 sf of (parking lot, walk & patio)
 Lot Area = 174,800 sf, 4.0 ac.
 Total Street Frontage = 881'
 Building Street Frontage = 294'

Common name/botanical name	qty	no.	root	pts/eq.
A Sheekstar Honeylocust <i>Gleditsia inaequalis</i> var. <i>Stuebeliana</i>	2'	1	B 4 B or container	16
B Red Oak <i>Quercus rubra</i>	2'	1	B 4 B or container	16
C Sugar Maple <i>Quercus rubra</i>	2'	3	B 4 B or container	75
D Northeast Red Maple <i>Acer rubrum</i> var. <i>Northwood</i>	2'	1	B 4 B or container	16
E Hackberry <i>Celtis occidentalis</i>	2'	3	B 4 B or container	30
F White Spruce <i>Picea canadensis</i>	3'	10	B 4 B or container	40
G Japanese Tree Lilac <i>Syringa reticulata</i>	3'	6	B 4 B or container	30
H Pink Spirea <i>Crataegus</i> <i>Viburnum</i> <i>Spirea</i>	3'	1	B 4 B or container	16
J Yucca <i>Yucca</i> <i>Yucca</i> <i>Yucca</i>	6'	1	B 4 B or container	16
K Begonia <i>Begonia</i> <i>Begonia</i> <i>Begonia</i>	24'	63	B 4 B or container	8
L Yucca <i>Yucca</i> <i>Yucca</i> <i>Yucca</i>	36'	16	B 4 B or container	5
M Little Leaf <i>Physocarpus opulifolius</i> <i>Donna</i> <i>May</i>	24'	28	B 4 B or container	3
N Anemone <i>Anemone</i> <i>Anemone</i> <i>Anemone</i>	24'	12	B 4 B or container	3

Planting Notes:
 1. NO SUBSTITUTION IN SIZE OR SPECIES WILL BE ACCEPTED WITHOUT WRITTEN APPROVAL OF THE PROJECT LANDSCAPE ARCHITECT. IF ANY UNAUTHORIZED SUBSTITUTIONS ARE MADE BY THE OWNER OR CONTRACTOR THE PROJECT LANDSCAPE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THE GROWTH OR PERFORMANCE OF THE PLANT MATERIAL.
 2. ALL NURSERY STOCK MUST MEET THE TOLERANCES ESTABLISHED IN THE MOST RECENT EDITION OF THE AMERICAN STANDARDS FOR NURSERY STOCK, PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.



Public Art
 Site Design
 Master Planning
 Presentation Design

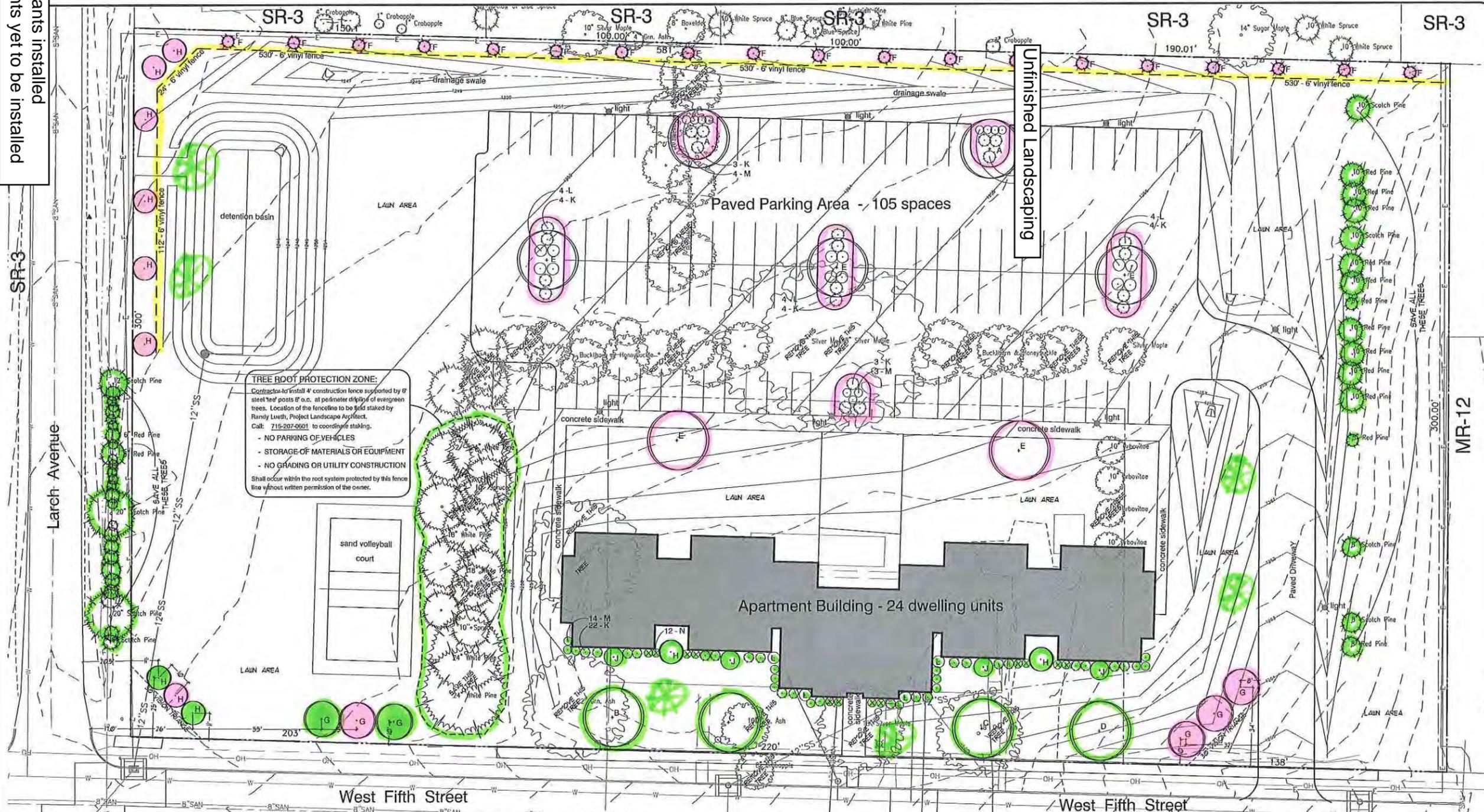
RANDY LEITCH, LANDSCAPE ARCHITECT
 1000 Wisconsin Ave., Suite 200, Madison, WI 53706

LANDSCAPE PLAN
 2313 West 5th Street, Marshfield, WI 54449
 Owner: Builders, L.L.C. 1805 State Street, Belvidere, IL 62722

Project: 10/24/20
 File: Larch Plan 140.dwg
 Design: R. Leitch
 Check:
 Date: Feb. 28, 2014

Revisions:
 1
 of 1 sheets

- Plants yet to be installed



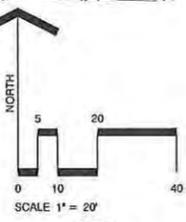
TREE ROOT PROTECTION ZONE:
 Contractor to install 4' construction fence supported by 8' steel post 8' o.c. at perimeter drip-line of evergreen trees. Location of the fence line to be field staked by Randy Lueth, Project Landscape Architect. Call: 715-207-0501 to coordinate staking.
 - NO PARKING OF VEHICLES
 - STORAGE OF MATERIALS OR EQUIPMENT
 - NO GRADING OR UTILITY CONSTRUCTION
 Shall occur within the root system protected by this fence line without written permission of the owner.

Location	Opacity Requirement	Points Required	Existing Element to be Utilized	Proposed Element to be Added	Total Points Provided
NORTH BUFFERYARD	0.50 OPAQ	135 PTS / 100' W/ 6' FENCE AT 5' OF WIDTH 135 X 55 = 151 PTS	NONE	530' - 6' HIGH VINYL FENCE 19 - 5' WHITE SPRUCE, 28' O.C. 19 X 40 = 160 PTS.	160 PTS.
EAST BUFFERYARD	0.30 OPAQ	0.00 PTS / 100' AT 50' OF WIDTH 300'	12 - 10' RED PINE 4 - 10' SCOTCH PINE 16 X 40 X 2 = 1280 PTS.	NONE	1280 PTS.
WEST BUFFERYARD FOR SPECIAL USE PER #11			NONE	136' - 6' HIGH VINYL FENCE 6 - PINK SPIRES CRABAPPLE	60 PTS.
STREET FRONTAGE	NA	60 PTS / 100' CAMPUS DEV. 300' X 561' X 861' 861 X 60 = 511 PTS	2 - 34" WHITE PINE 40 PTS, EACH 2 X 40 X 2 = 160 PTS	4 SHADE TREES - 300 PTS 15 - ORNL TREES = 150 PTS	450 + 160 = 610 PTS
PAVED AREAS	NA	80 PTS / 100 SPACES CAMPUS DEV. 103 SPACES 515 X 80 = 412 PTS 412 X 30% = 124 med/hi trees	NONE	2 - SHADE TREES = 150 5 - MED. TREES = 150 33 - MED. SHRUBS = 165 PTS 11 - 5' H.L. SHRUBS = 33 PTS	498 PTS.

Site Data:
 Existing Zoning - CD
 Area of New Paving - 47,650 sf (parking lot, walks & patio)
 Lot Area = 174,300 sf, 4.0 ac.
 Total Street Frontage = 881'
 Building Street Frontage = 234'

common name/botanical name	size	no.	root	pts/ea.
A 'Shademaster' Honeylocust <i>Gleditsia triacanthos inermis Shademaster</i>	2'	2	B + B or container	15
B Red Oak <i>Quercus rubra</i>	2'	1	B + B or container	15
C Sugar Maple <i>Acer saccharum</i>	2'	2	B + B or container	15
D 'Northwood' Red Maples <i>Acer Rubrum Northwood</i>	2'	1	B + B or container	15
E Hackberry <i>Celtis occidentalis</i>	2'	5	B + B or container	30
F White Spruce <i>Pinus glauca</i>	5'	18	B + B or container	40
G Japanese Tree Lilac <i>Syringa reticulata</i>	5'	6	B + B or container	10
H 'Pink Spikes' Crabapple <i>Malus 'Pink Spikes'</i>	5'	11	B + B or container	10
J 'Autumn Brilliance' Serviceberry <i>Amelanchier x grandiflora 'Autumn Brilliance'</i>	6'	4	B + B or container	15
K Seagreen Juniper <i>Juniperus x pfitzeriana 'Sea Green'</i>	24'	43	B + B or container	5
L 'Miss Kin' Lilac <i>Syringa patula 'Miss Kin'</i>	36'	16	B + B or container	5
M 'Little Devil' Ninesbark <i>Physocarpus opulifolius 'Dona May'</i>	24'	25	B + B or container	3
N Anthony Waterer Spirea <i>Spiraea x bumalda 'Anthony Waterer'</i>	24'	12	B + B or container	3

Planting Notes:
 1. NO SUBSTITUTIONS IN SIZE OR SPECIES WILL BE ACCEPTED WITHOUT WRITTEN APPROVAL OF THE PROJECT LANDSCAPE ARCHITECT. IF ANY UNAUTHORIZED SUBSTITUTIONS ARE MADE BY THE OWNER OR CONTRACTOR THE PROJECT LANDSCAPE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THE GROWTH OR PERFORMANCE OF THE PLANT MATERIAL.
 2. ALL NURSERY STOCK MUST MEET THE MINIMUM STANDARDS ESTABLISHED IN THE MOST RECENT EDITION OF THE 'AMERICAN STANDARDS FOR NURSERY STOCK' PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.

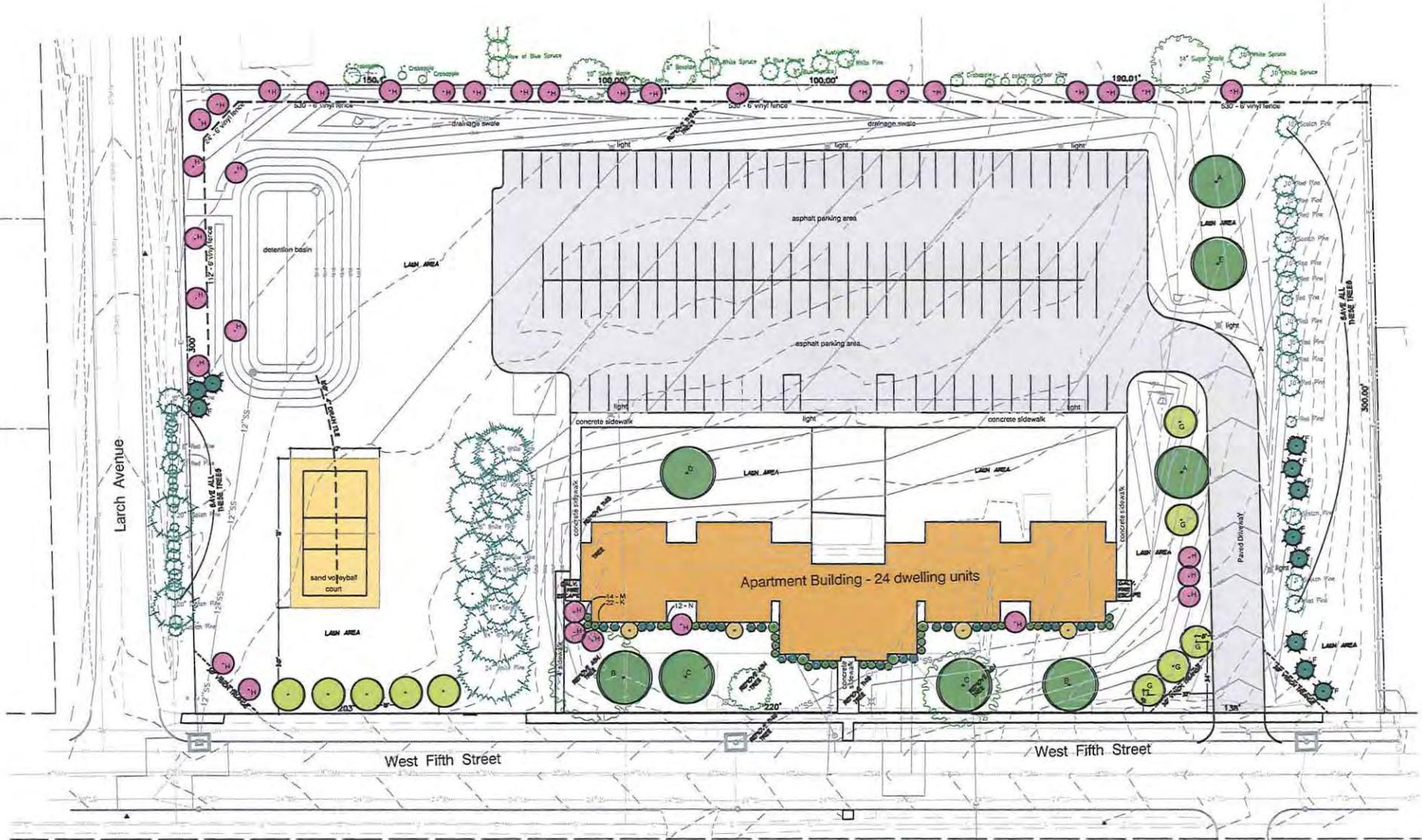


Public Art
 Site Design
 Master Planning
 Recreation Design

RANDY LUETH - LANDSCAPE ARCHITECT
 1808 Pleasant Hill Drive, Marshfield, WI 54449 PH: 715.207.0501 Fax: 715.207.0503

LANDSCAPE PLAN
 2313 West 5th Street, Marshfield, WI 54449
 Owner: Bluffstone, L.L.C. 1805 State Street, Bettendorf, IA 52722

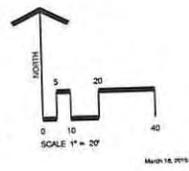
Project: 215100
 File: Lndsc Plan 4.0.dwg
 Design: R Lueth
 Check:
 Date: Feb 28, 2014
 Revisions:
 Sheet: 1 of 1 Sheets



-  White Spruce
-  'Pink Spires' Crabapple
-  Japanese Tree Lilac
-  Sugar Maple, Red Oak, Honey Locust, Red Maple

LANDSCAPE PLAN - 'Marauder Villas'
 2313 West 5th Street
 Marshfield, WI 54449

RANDY LUETH - LANDSCAPE ARCHITECT
 Public Art
 Site Design
 Master Planning
 Recreation Design
 1025 Pleasant Hill Dr., Marshfield, WI 54449 P: 715-272-0661 E: RL@RANDYLUETH.COM





City of Marshfield Memorandum

TO: Plan Commission
FROM: Sam Schroeder, Zoning Administrator
DATE: April 21, 2015

RE: Municipal Code Amendment requested by Jesse Kilty to amend Chapter 18, General Zoning Ordinance, Section 18-36 to allow “animal boarding as a principal use permitted as a conditional use in the “UMU” Urban Mixed Use zoning district.

Background

Jesse Kilty (the Applicant) is requesting a zoning code amendment to allow animal boarding as a permitted use in the “UMU” Urban Mixed Use zoning district through a conditional use permit.

Animal boarding is defined in Section 18-58(16) as facilities where short-term and/or long term animal boarding is provided, including commercial kennels, commercial stables, and animal shelters. Exercise yard, fields, training areas, and trails associated with such land uses are considered accessory to and do not require a separate consideration. The following are additional regulations that pertain to animal boarding uses:

- (a) Facility shall provide appropriate separation from animal containment areas to residential zoned property.
- (b) Each animal shall be provided with an indoor containment area.
- (c) The minimum permitted size of horse or similar animal stall shall be 100 square feet.
- (d) Minimum required parking: One space per every 1,000 square feet of gross floor area.

The applicant is proposing the amendment with plans to open a doggy daycare facility located at 402-404 East 4th Street, zoned “UMU” Urban Mixed Use. The current property has been vacant and on the market for some time and the Applicant feels they “would be utilizing and enhancing a vacant building to improve the quality of life for every dog owner in the City of Marshfield and surrounding areas” and that “it would also be diversifying the services and job base Marshfield has to offer.”

Analysis

As shown in the table of land uses in Section 18-54, currently animal boarding is only permitted as a conditional use in the “RH-35” Rural Holding district, the “IP” Industrial Park district, the “LI” Light Industrial district, the “GI” General Industrial district, and the central area of the “CD” Campus Development district.

The applicant is proposing to also allow this use as conditional use in the “UMU” Urban Mixed Use district. The intent of the “UMU” Urban Mixed Use district defined by the Zoning Code under Section 18-36 is to permit areas, generally on the fringe of Downtown, that are mixed use in character and establish standards that are compatible with the existing mix of land uses and redevelopment objectives. This district is also intended to provide for a variety of employment, retail, and community services opportunities, while allowing some residential uses. Uses allowed in the “UMU” Urban Mixed Use district should be compatible not only with other uses within the district, but land uses in abutting zoning districts as well.

Zoning Ordinance Amendment Decision Criteria of Section 18-159(4)(b)

1. Advances the purposes of this Chapter as outlined in Section 18-03.
Chapter 18 is adopted for the purpose of protecting the health, safety, morals, comfort, convenience, and general welfare of the public.
2. Advances the purposes of the general Article in which the amendment is proposed to be located.
The purpose of Article II, Zoning Districts, is to achieve compatibility of land uses within each district. Animal boarding, because the outdoor exercise area and potential noise pollution is a more intense use than the existing allowable uses.
3. Advances the purposes of the specific Section in which the amendment is proposed to be located.
The purpose of Section 18-36, “UMU” Urban Mixed Use is to establish standards that are compatible with the existing mix of land uses and redevelopment objectives and to ensure uses are compatible with other uses within the district and abutting zoning districts as well. Because of the location that “UMU” Districts are often found, animal boarding will not be a compatible use with the residentially zoned properties.
4. Is in harmony with the recommendations of the Comprehensive Plan.
The “UMU” Urban Mixed Use district is a transitional mixed use zoning area. The Comprehensive Plan identifies proposed redevelopment to meet guidelines including: change does not create a nuisance to surrounding residential properties; change is complementary of the design character of surrounding properties and neighborhoods.

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

The overall consistency of the land use within the "UMU" Urban Mixed Use district are single family and two flat residential and light commercial uses. Because of the outdoor exercise areas that are associated with animal boarding, this use is a more intense use than what is currently permitted.

6. Addresses any of the following factors that may not be addressed in the current zoning text:
 - a. A change in the land market, or other factors which require a new form of development, a new type of land use, or a new procedure to meet said change(s).

Change would allow animal boarding uses in the "UMU" districts.
 - b. New methods of development or types of infrastructure.

N/A
 - c. Changing governmental finances to meet the needs of the government in terms of providing and affording public services.

N/A
 - d. Errors, omissions, corrections, and clarification of regulations.

None

Because of the outdoor exercise areas, the potential noise pollution that are generally associated with these uses and the close proximity "UMU" Urban Mixed Use properties generally have to residential zoned properties, staff feels this use would not be suitable use in the "UMU" Urban Mixed Use zoning district.

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

Staff recommends the Plan Commission denies the proposed amendment to allow animal boarding as a permitted use through a conditional use permit in the "UMU" Urban Mixed Use district because of the outdoor exercise areas and the potential noise pollution that are generally associated with these uses and the close proximity "UMU" Urban Mixed Use properties generally have to residential zoned properties.

Attachments

1. Application
2. Urban Mixed Use District Map

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator



MARSHFIELD
The City in the Center

Revised: 11/13/14

Department of Planning & Economic Development

City of Marshfield
630 South Central Avenue
6th Floor, Suite 602
Marshfield, WI 54449-0727

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

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

**Zoning Ordinance
Amendment
Application**

Fee: \$200.00

Today's Date: 3-26-15

OFFICE USE ONLY

Date Received:	Fee Receipt Number: <u>50120</u>	Zoning District:	Parcel #: <u>-</u>
----------------	----------------------------------	------------------	--------------------

TYPE OF ACTION

- Zoning Code Amendment Sign Code Amendment Subdivision Code Amendment Other:

APPLICANT INFORMATION

Applicant Name: Jesse Kilty	Phone #: 715-207-7595	Email Address: jesse.kilty@gmail.com
Address, City, State, Zip: 1806 Stark Street, Wausau, WI 54403		

PROPERTY OWNER (OR AREA ASSOCIATED WITH THE CODE AMENDMENT)

Name:	Phone #:	Email Address:
Address, City, State, Zip: 404 4th Street, Marshfield, WI 54449		

AMENDMENT DETAILS

Requested Change (what is being requested):

Animal Kenneling to be listed as a conditional use in urban mixed use zoning.

Allowing animal boarding use (Section 18-58(16)) as a permitted use through a conditional use in the 'umui' zoning district [Section 18-36(3)].

Purpose of Amendment (why is the request needed):

To start a doggy daycare business in Marshfield.

To allow animal boarding in a commercial mixed use district.

Consistent with the City of Marshfield Comprehensive Plan: Yes (explain) No

We would be utilizing and enhancing a vacant building to improve the quality of life for every dog owner in the City of Marshfield and surrounding areas. It would also be diversifying the services and job base Marshfield has to offer.

Resulting Benefit/Outcome (who or what will benefit from the code amendment and how):

Dog owners or other potential businessmen by either services provided or opening a new business.

PROPOSED AMENDMENT LANGUAGE (IF KNOWN)

*If amending current code, strike out proposed deletions and underline any new additions. Add additional pages if needed.

Please attach any information that may be beneficial in the review process or additional and related materials to the questions above, such as maps, graphs, tables, and charts.

APPLICANT (OR SOMEONE REPRESENTING APPLICANT) MUST BE PRESENT AT THE PUBLIC HEARING

AUTHORIZATION

The undersigned hereby certifies that this application has been made with the consent of the property owner(s) and that all information submitted with this application is complete and accurate to the best of knowledge. I understand this form is not in itself a zoning ordinance amendment but only an application for a zoning ordinance amendment and is valid only with procurement of applicable approvals.

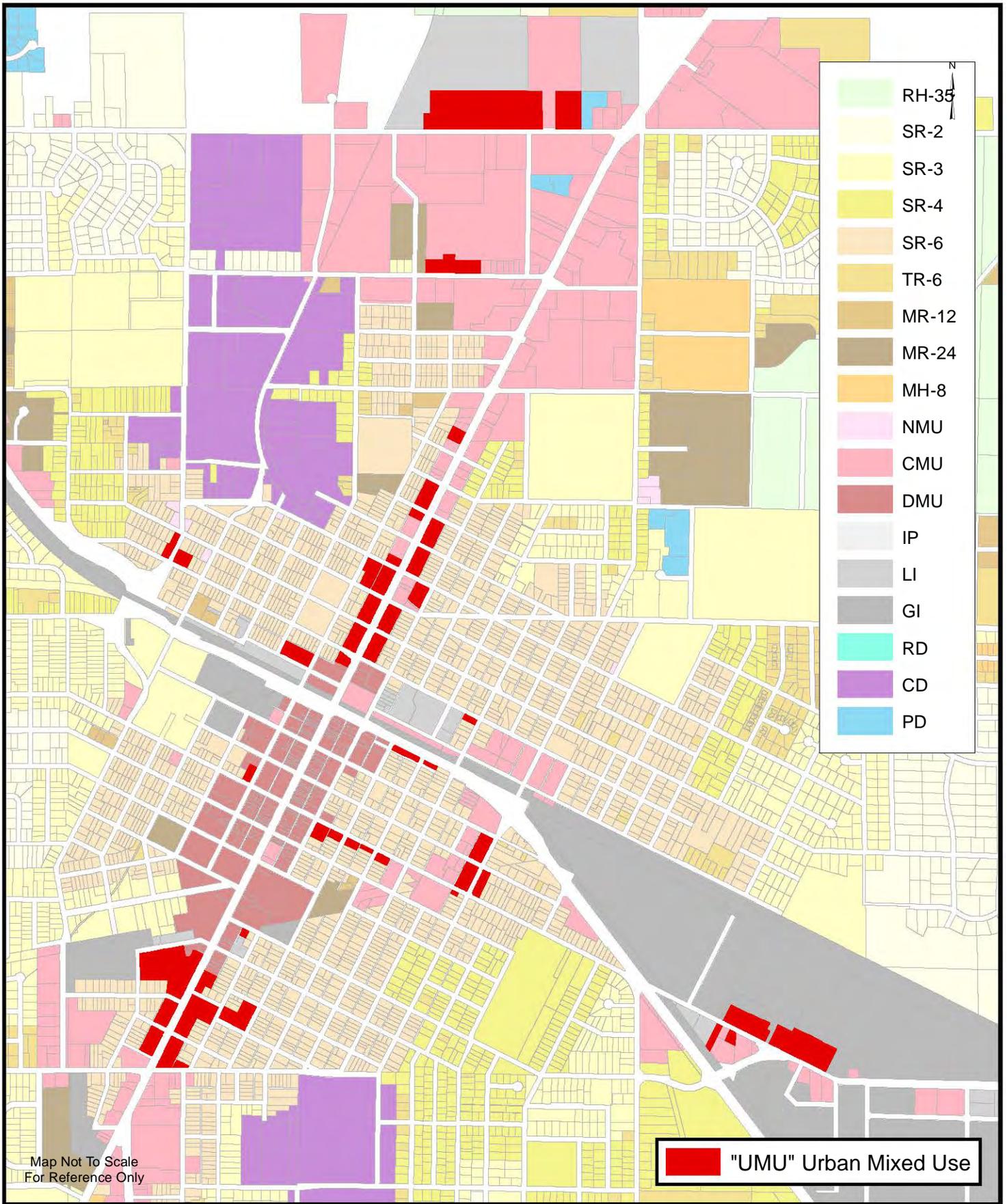
Applicant Signature:



Date:

3-25-15

We understand that the main issue revolving around this type of business at this specific location is public nuisance due to the fear of noise pollution. To alleviate this issue, first and foremost, the property will be completely remodeled using noise control insulation/walls, etc. There is plenty of space within the building to create enough room for the animals to play and stay indoors for most of the day. Dogs will only be let out in increments in which the city allows a residential home to have to reduce noise outside. There will also be a privacy fence bordering the lot with trees lining the inside of the fence. Any other suggestions would be welcomed and appreciated in making this idea a reality.



 "UMU" Urban Mixed Use

Map Not To Scale
For Reference Only



MCA: Allow Animal Boarding in "UMU" District
City of Marshfield
Meeting Date: April 21, 2015

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

TO: Plan Commission
FROM: Sam Schroeder, Zoning Administrator
DATE: April 21, 2015

RE: Alternative Sign Permit Application by Pathos Properties to allow a second freestanding sign, to exceed the maximum sign allowance for an individual multi-tenant sign and to exceed the maximum sign allowance for the overall property based upon frontage, located at 1613-1637 North Central Avenue (Festival Foods property), zoned "CMU" Community Mixed Use District.

Background

Jim Pathos, the owner of Pathos Properties, requested an alternative sign permit on the January 2014 Plan Commission meeting to exceed the total sign area and height allowance of an existing nonconforming pylon sign and to discuss the consideration of allowing a second freestanding sign. The Plan Commission temporarily approved additional signage on the existing pylon sign allowing up to 326 square feet of total signage contingent on a second freestanding sign for tenants being installed by July 1, 2015 not less than 100 feet south of the current sign and at that time all tenant signs shall be removed from below the Office Max sign and the overall signage shall be brought into conformance based on frontage.

The applicant is now proposing to install a second, 188 square feet multi-tenant freestanding pylon sign on the Century Plaza property and to remove all existing tenant signage below the Office Max sign on the existing pylon sign.

Existing Sign Summary

Existing Signage on the Festival Foods Property				
Name/Business	Sign Type	Height	Width	Total Square footage
<i>Freestanding Sign</i>		25' Tall		
Festival Foods	Freestanding Pylon	7'	20'	140
OfficeMax	Freestanding Pylon	5.5'	20'	110
Bamboo Garden	Freestanding Pylon	4'	4'	16
H&R Block	Freestanding Pylon	2'	10'	20
Subway	Freestanding Pylon	2'	10'	20
<i>Wall Signs</i>				Total Freestanding Signage: 306 sq. ft.
Festival Foods	Wall - Facing Central			349
Liquor	Wall - Facing Central	2'	8'	16

Post Office	Wall - Facing Central	4'	8'	32
Associated Bank	Wall - Facing Central	3'4"	23'5"	45
Associated Bank	Wall - Facing Central	2'6"	5'	12.5
Schwarz Insurance	Wall - Facing Central	20"	18'	30
Subway	Wall - Facing Central	3'	194"	48.5
H&R Block	Wall - Facing Central	4'	8'	32
Vacant Tenant Space	Wall - Facing Central	-	-	-
Papa Murphy's	Wall - Facing Central	34"	18'	50
Queens Nails	Wall - Facing Central	2.5'	7'	17.5
Blues	Wall - Facing Central	5'	9.5'	47.5
Bamboo Garden	Wall - Facing Central	4'	12	48
Total Wall Signage:				728 sq. ft. + vacancy
Total Property Signage:				1,034 sq. ft.

Existing Signage on the Office Max Property				
Name/Business	Sign Type	Height	Width	Total Square footage
<i>Wall Signs</i>				
Office Max	Wall - Facing Central	5'	40.8'	204
Office Max	Wall - Facing North	3'	24.5'	73.5
Office Max	Wall - Facing South	3'	24.5'	73.5
Total:				351 sq. ft.

Analysis

Sign Allowance

According to the Sign Code all signage for a property is limited to a total of 2 square feet of signage per linear foot of frontage, with the total sign area that is oriented toward a particular street not exceeding that portion of the lot's total sign area allocation. The street frontage for the Century Plaza property can be broken down as follows:

- 516.5' of frontage along East Upham Street which would allow 1,033 square feet of signage allowed facing East Upham Street.
- 213.5' of frontage along North Central Avenue which would allow 427 square feet of signage allowed facing North Central Avenue.
 - These numbers do not include:
 - The vacant parcel also owned by the Applicant located near Arby's that has 178' of frontage along North Central Avenue which would allow an additional 356 square feet of signage facing North Central Avenue.
 - The Office Max property that has 225' of frontage along North Central Avenue which would allow an additional 550 square feet of signage (minus the 351 square feet of existing wall signage) facing North Central Avenue.
 - If all three properties combined, the property would be allowed a total of 1,233 square feet for all of the signage facing North Central Avenue.

The master sign plan that was completed in 2006 for the strip mall area also allows each individual tenant up to 2 square feet of signage per linear foot of frontage with a minimum of 50 square feet of signage per tenant.

Existing Signage Analysis

Currently the Century Plaza property has a total 1,034 square feet of signage that is allocated towards North Central Avenue. 728 square feet of that total sign area is however approximately setback 450 feet from the property line located on the façade of the building. With only 213.51 feet of frontage located along North Central Avenue, this property is over the current allowable signage by 584 square feet.

With the request of a second freestanding sign, the signage below the Office Max sign will be removed. This will reduce the existing pylon sign from 306 square feet in area to 250 square feet in area. Although reduced, at 250 square feet, the existing sign would still be over our maximum allowable signage by 140 square feet, since the existing code limits new pylons to 100 square feet plus 10 square feet per additional tenant up to 5 tenant or 150 square feet in area. Because of long term lease agreements changes to the existing signs are not being proposed. The height of the existing sign will not change

Proposed Signage Analysis

The Applicant is proposing a second, 22 feet tall and 188 square feet freestanding pylon sign. This proposed sign will be able to hold 9 secondary tenant spaces and each tenant will have 20 square feet of sign area (2' by 10'). This proposed sign does require some exceptions to the Municipal Sign Code.

The first exception would be to allow a second freestanding sign. Section 24-03(19) states that only one freestanding sign is allowed per lot.

The second exception would be to allow the second freestanding sign to exceed the maximum sign allowance for an individual multi-tenant sign. Section 24-03(19) also states that the maximum sign area for a pylon sign in any mixed use district is limited to 100 square feet, however, Section 24-03(14) grants additional signage for multi-tenant signs. As stated above, an individual tenant is permitted up to 100 square feet of freestanding signage plus 10 additional square feet of signage per tenant up to a total of 150 square feet or 5 tenants. The proposed sign would be exceeding the maximum sign allowance by 38 square feet.

The third exception would be to increase the overall signage on the property. Although we would be reducing one nonconforming sign by 56 square feet, the Applicant will be adding a 188 square feet sign which will increase the total signage on the Century Plaza property by 132 square feet to a total signage area of 1,166 square feet – 716 square feet over the allowance.

If approved the Century Plaza property would have a total of 438 square feet of freestanding signage, split between two freestanding signs. Just the proposed freestanding signage, not including any of the wall signage on the property, would be over the maximum allowable signage based upon linear street frontage by 11 square feet. This does not take into account the existing street frontage along North Central Avenue for Office Max or the vacant parcel near Abry's.

Staff Considerations

Because of the large development, the major building setback and the number of tenant's staff would recommend allowing flexibility from the regulations. With a second freestanding sign, each business located in the strip mall portion of the development would get a space to advertise their business along North Central Avenue. The existing multi-tenant pylon sign would only be used for Festival Foods and OfficeMax. Although this option would be adding 132 square feet of signage to a site that is already well over the allowable signage, the second sign would clean up the existing sign, give the businesses in the strip mall more visibility, and make the property more aesthetically pleasing.

The condition that was approved in the 2006 master sign plan that each individual tenant space within the strip mall development is allowed up to 2 square feet of signage per linear feet of store frontage, with a minimum of 50 square feet per business will remain in effect.

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

Staff recommends approval for the alternative sign permit application by Pathos Properties to allow a second freestanding sign, to exceed the maximum sign allowance for an individual multi-tenant sign and to exceed the maximum sign allowance for the overall property based upon frontage, located at 1613-1637 North Central Avenue (Festival Foods property), zoned "CMU" Community Mixed Use District with the following conditions/exceptions:

1. The existing pylon sign shall be permitted as presented:
 - a. All signage below the Office Max sign shall be removed from the sign by July 1, 2015.
 - b. Any face changes to the existing sign for either Festival Foods or Office Max may be approved administratively.
 - c. Any modification to the existing sign for a tenant other than Festival Foods or Office Max, will be reviewed by the Plan Commission.

- d. No temporary signage of any kind shall be permitted to be attached to the existing freestanding sign.
2. A second freestanding sign shall be permitted as presented:
 - a. Shall have a minimum 5 feet setback from the property line and the adjacent property to the south.
 - b. Shall be placed at least 100 feet south of the existing pylon sign.
 - c. Shall be allowed up to 188 square feet of total sign area.
 - d. A three foot landscaped area shall be planted around the base of the new sign, within one year of installation.
 - e. Shall be installed by July 1, 2015.

Attachments

1. Application
2. Location Map
3. Rendering of Signs
4. Site Plan

Concurrence:



Jason Angell
Planning and Economic Development Director



Department of Planning & Economic Development

City of Marshfield P.O. Box 727

630 South Central Avenue Marshfield, WI 54449-0727 Telephone: 715-486-2075 Fax: 715-384-7631

Email: josh.miller@ci.marshfield.wi.us

Sign Permit Application

- Standard-Face Change \$25.00
Standard \$50.00
Alternative \$250.00

Date: Mar 20, 2015

Parcel: 33-03209AA

Sign Location: 1613-1635 N Central Ave

Business Name: Century Plaza

Business Contact Person: Pathos Properties

Mailing Address: 2616 E Lexington Blvd Eau Claire, WI 54701

Phone: 715-832-2319

Email: jpathos2319@charter.net

Sign Contractor: Stratford Sign Company

Contact Person: Kristi or Dan

Mailing Address: PO Box 134 Stratford, WI 54484

Phone: 715-687-3250

Email: kristi@stratfordsign.com

Sign Company UL File Number: E206971

Electrical Signs (must be UL listed):

- New Electrical Installation
Extend Existing Electrical
No Alterations to Existing Electrical

Electrical Contractor: Mueller Electric

Address: PO BOX 958

City: Marshfield

State: WI Zip Code: 54449 Ph: 715-387-0842

Office Use Only: Electrical Inspector Approval: Date:

SIGN NO. 1 (if applying for additional new signs at the same location, please fill out Attachment A)

- On-Building Sign
Freestanding Sign

Sub-type: Awning/Canopy Billboard Changeable Copy Community Information

- Direction (off-premise) Direction (on-premise) EMC Fuel Home Occupation Highway
Marquee Monument Multi-tenant Mural Off-Premise Post and Panel
Projecting, sign setback: Pylon Suspended Wall

Display message: Century Plaza, Multi Tenant, See Drawings

Sign Dimensions: Height: 226 ft. 120 in. Width: 120 in. Total New Sign Area (sq. ft.): 188.33

Sign Cost (material + installation): \$ 14,320.00 Illumination: No Yes If yes, Internal or External

If On-Building Sign:

Location of sign on facade (Direction/Street):

If Freestanding Sign:

Setback from the nearest property line: 5' Overall Sign Height: 264" 3' Landscape Area: Yes No

Office Use Only: Use: Commercial - Multi-Tenant Zoning District: CMU Permitted: Yes No

Adjacent to a Residential Zoning District: Yes No Which facades:

Downtown Design Corridor: Yes No Facade Area (sq. ft.): N: E: S: W:

Total sq. ft.: 188.33 sq. ft. Corner lot: Yes No Lineal street frontage (ft.): N: E: 213.51' S: 516.68' W:

Table with 3 columns for permit numbers #1 through #12.

Total Permit Fee: \$250.00

Zoning Administrator Approval:

Date:

Fee Receipt #: 50024

Existing Signs:

<u>Type</u>	<u>Direction/Street</u>	<u>Size</u>	<u>Square Feet</u>	<u>Location/Message</u>
		X		
		X		
		X		
		X		
		X		
		X		
		X		
		X		
		X		

Total Existing Sign Area _____

Checklist:**Filing Fee:**

Standard Permit - Face Change: \$25.00

Standard Permit: \$50.00

Alternative Permit: \$250.00

Photographs: Provide a picture of all existing signs on the premises

The following are required:

A. For wall or other building signs:

- Elevations, including dimensions, of building wall on which sign is proposed
- Location & dimensions of proposed and existing signs on the building elevation
- Dimensioned drawings of the proposed sign, including sign legend or message, lettering or font style, colors, lighting source, and materials
- Construction specifications and method of attachment
- Street adjoining the property

B. For freestanding signs:

- Dimensioned drawings of proposed sign, including sign legend or message, lettering or font style, and colors;
- Construction specifications and method of attachment;
- Dimensions of Property, lot lines, and driveways
- Dimensions of Property, lot lines, and driveways
- Street adjoining the property
- Existing off-street parking, loading and circulation area
- Location of the proposed signs and existing freestanding signs, with setback dimensions

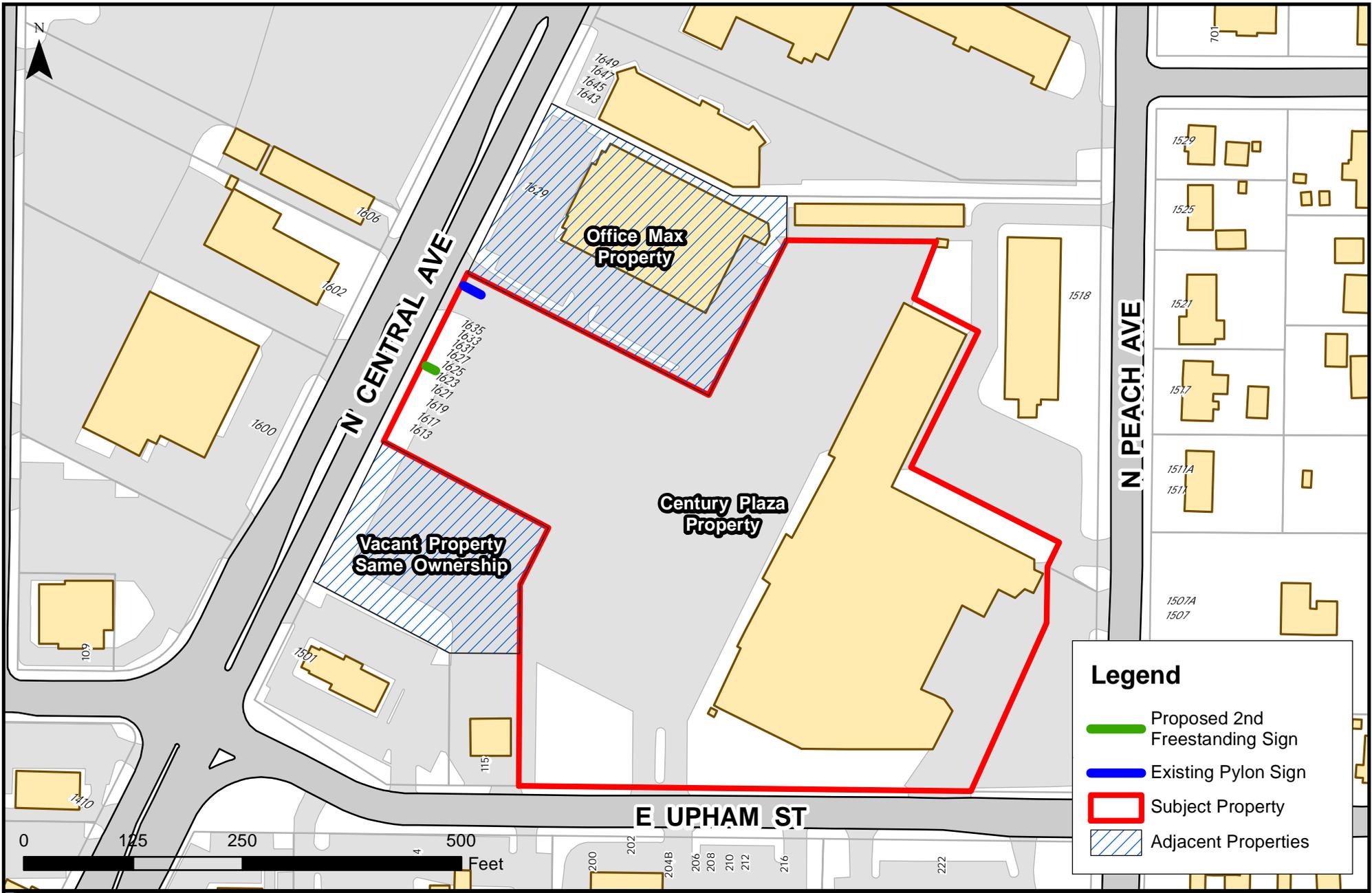
Applications for permits must be accompanied by accurately dimensioned drawings of the sign and support, including any message copy thereon. The drawing shall include calculation of the gross surface area of the sign (as required in the Sign Ordinance). Structural engineering of the sign and supporting structure may be required.

I hereby apply for a Sign 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 Building Codes; that I understand this is not a permit but only an application for a permit and work is not to start without a permit; that the work will be in accordance with the approval plan in the case of work which requires a review and approval of plans.

Applicant (print name): Kristi Ormond _____

Applicant Signature: Kristi Ormond _____

Date: March 20, 2015 _____



Legend

-  Proposed 2nd Freestanding Sign
-  Existing Pylon Sign
-  Subject Property
-  Adjacent Properties



Alternative Sign Application
1613-1637 N Central Ave
 City of Marshfield - Plan Commission
 Meeting Date: April 21, 2015

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.

DESIGNER / SALES REP: Kristi Ormond	DATE: 3/11/15	MATERIAL:
COLORS:	CONTACT: Jim	

NOTES:

ACTUAL PAINT OR VINYL GRAPHIC COLORS MAY NOT MATCH COLORS ON PRINTED LAYOUT OR COMPUTER SCREEN.



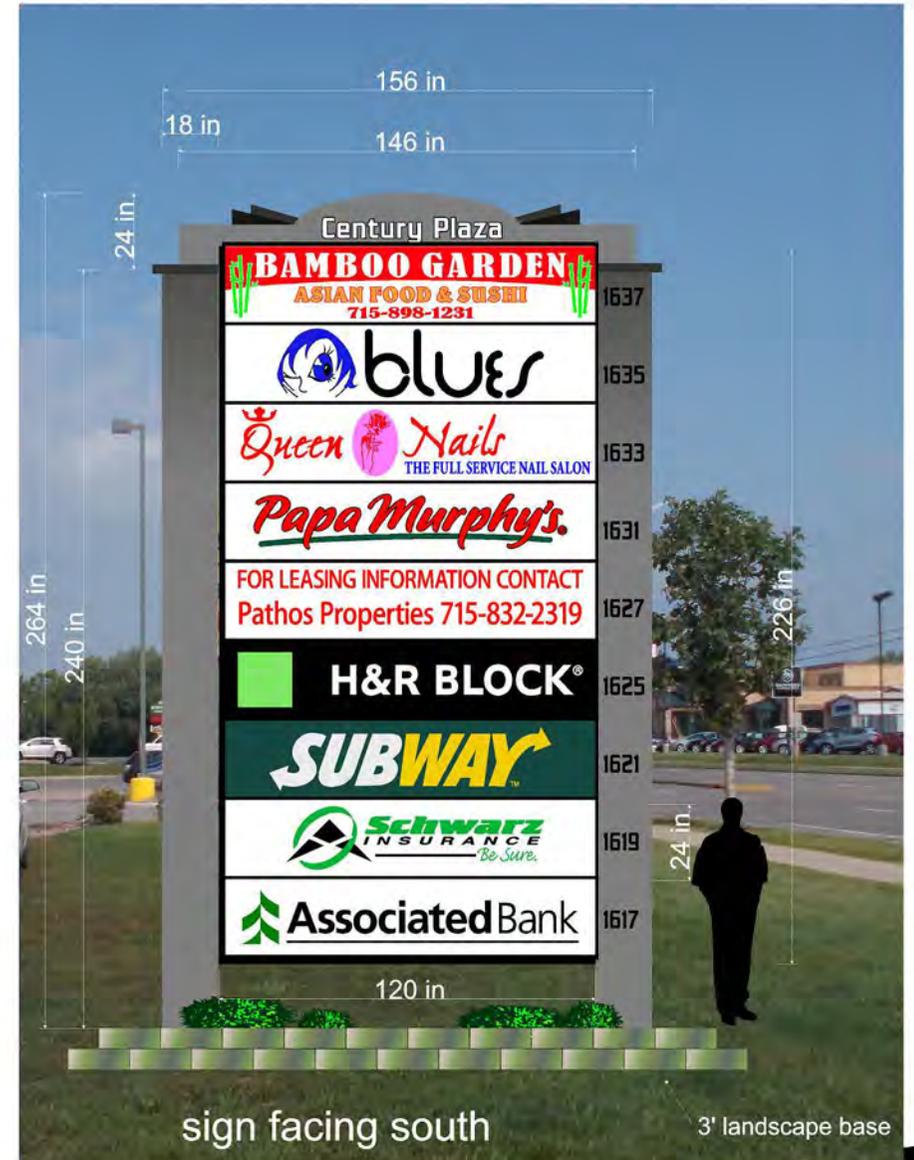
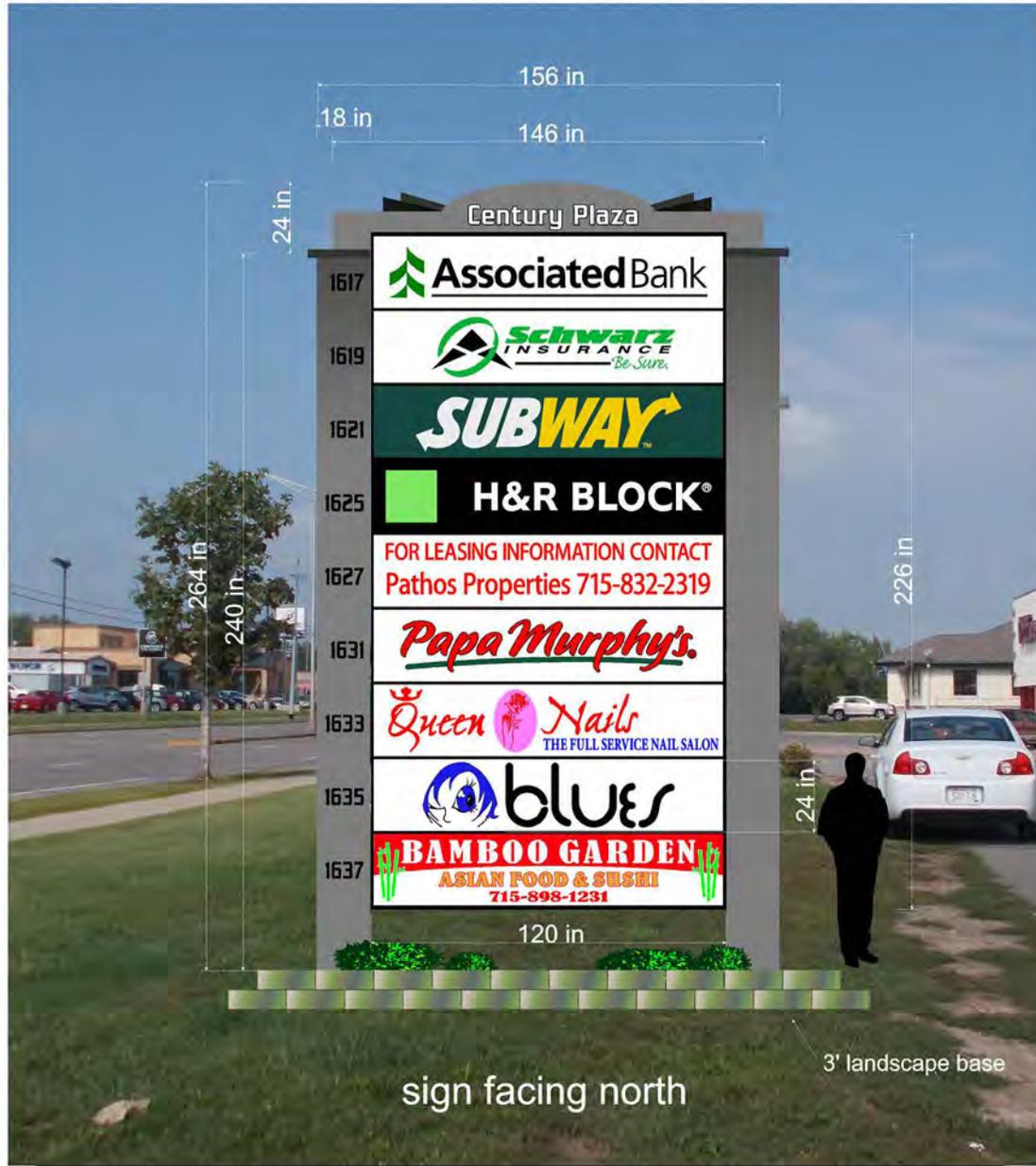
110 CONNOR AVE
 PO BOX 134
 STRATFORD, WI 54484
 CALL 715.687.3250
 FREE 888.264.4459
 FAX 715.687.4657

**FINAL
 LAYOUT
 APPROVAL**
 SIGNATURE:

These drawings will be released to manufacturing once signed. SSC is not responsible for errors. Please check for misspellings, correct phone numbers & addresses, details regarding renderings, shop drawings, quantities, color, etc. Colors shown are for representation only. PMS colors must be requested at time of order to ensure accuracy and may not be guaranteed. Additional fee will apply if PMS sample is required. Any detail or dimension change may delay completion and may incur additional fee. All artwork is property of SSC and cannot be reproduced without permission. Fee may apply if reproduced by others.
 To proceed accordingly, please sign, date and return via email, mail or fax 715-687-4657

DESIGNER / SALES REP: Kristi Ormond	DATE: 3/23/15	MATERIAL:	CONTACT: Jim
COLORS: AS SHOWN		NOTES:	

ACTUAL PAINT OR VINYL GRAPHIC COLORS MAY NOT MATCH COLORS ON PRINTED LAYOUT OR COMPUTER SCREEN.



110 CONNOR AVE
 PO BOX 134
 STRATFORD, WI 54484
 CALL 715.687.3250
 FREE 888.264.4459
 FAX 715.687.4657

**FINAL
 LAYOUT
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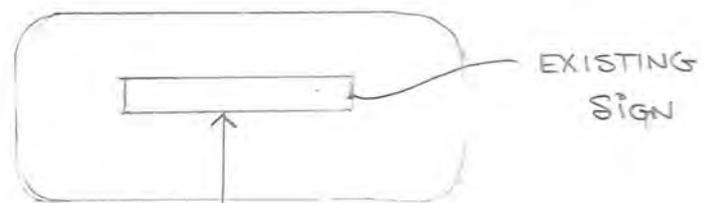
To proceed accordingly, please sign, date and return via email, mail or fax 715-687-4657

SIGNATURE: _____

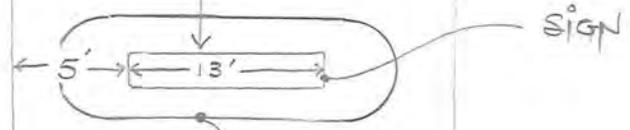
DATE: _____

N. CENTRAL
AVE

SIDEWALK



100'



LANDSCAPE
AREA

FESTIVAL / PATHOS
Site Plan

P
ARKING
LOT



City of Marshfield Memorandum

TO: Plan Commission
FROM: Josh Miller, City Planner
DATE: April 21, 2015

RE: Town of Cameron Attachment.

Background

As part of the City of Marshfield/Town of Cameron Cooperative Boundary Agreement that was approved in the year 2000, certain lands within the designated City Growth Area (but outside the No Contest Area) that were not annexed by August 23, 2015, would become detached from the Town and attached to the City. City staff has been working internally and with the Town officials on how to proceed with the detachment/attachment process and wanted to provide an update to the Plan Commission.

Analysis

Staff has been working with the City Attorney on the ordinance language for accepting the lands currently in the Town of Cameron. In addition, a Frequently Asked Questions (FAQ) document has been developed that addresses emergency services, utility hookups, permits, voting locations, addressing, etc. The intent is to send this information out to the property owners in the Town of Cameron that will become attached to the City in August. An open house style meeting will also be held in May to address specific questions property owners may have. In July, the Plan Commission will be presented with an ordinance to assign new zoning for the subject parcels and officially attach those lands to the City. The goal is to have the ordinance adopted in August with an effective date of August 23rd. Staff has put together a tentative timeline for adoption of the ordinance.

May 6, 2015	Finalize FAQ for the property owners on City services
May 8, 2015	Send out FAQ and invite regarding open house to property owners
May 20, 2015	Hold open house meeting with affected property owners
July 21, 2015	Public Hearing on Zoning and Attachment Ordinance – Plan Commission
July 28, 2015	1 st Reading of Ordinance – Common Council
August 11, 2015	2 nd Reading of Ordinance – Common Council
August 23, 2015	Effective Date of Ordinance and Town lands become part of 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

None at this time. For informational purposes only.

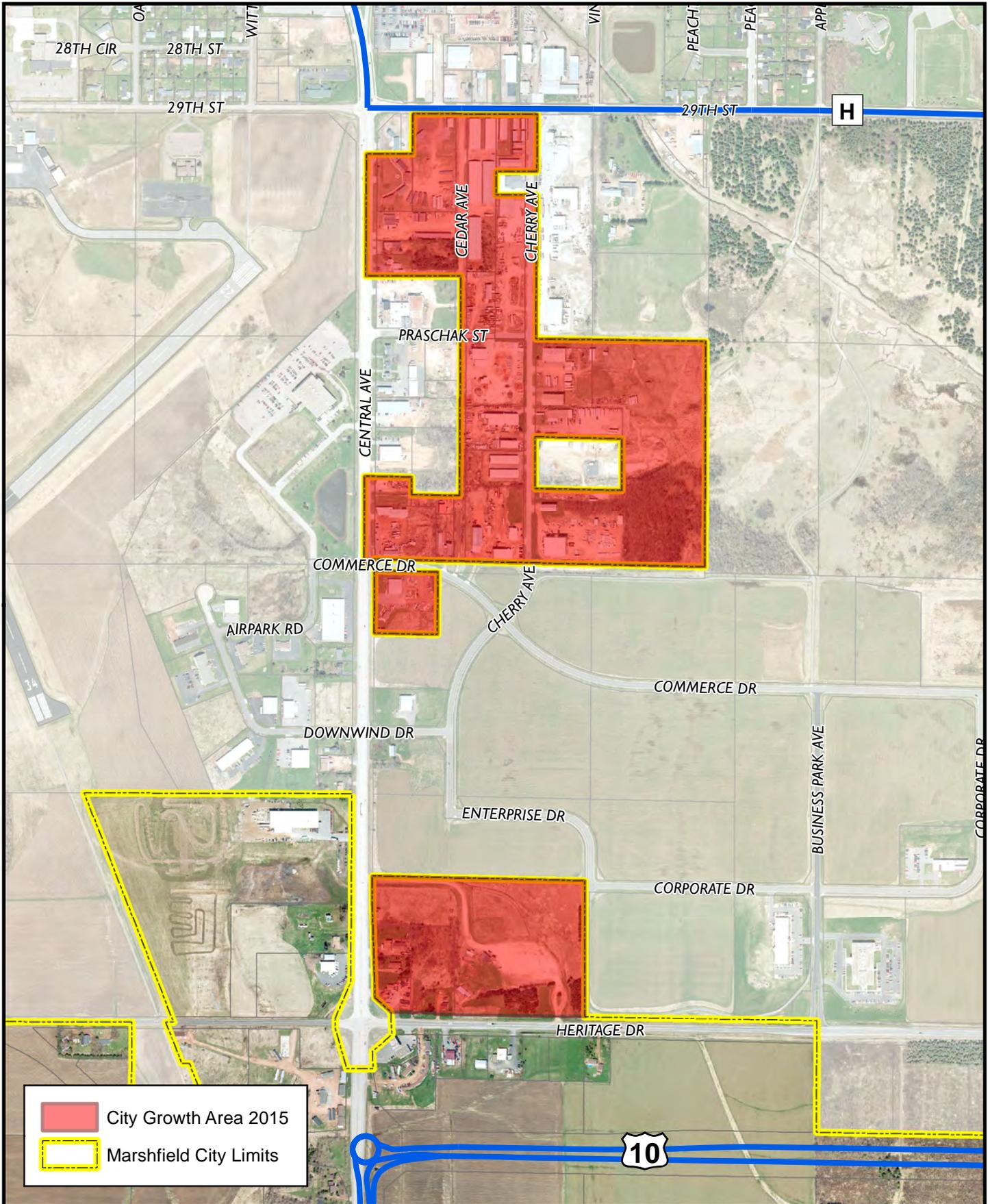
Attachments

1. Map of City Growth Area (not including No Contest Area)
2. Draft FAQ

Concurrence:



Jason Angell
Planning and Economic Development Director



	City Growth Area 2015
	Marshfield City Limits



2015 City Growth Area
City of Marshfield
 11/10/14

Map Not To Scale
 For Reference Only

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Frequently Asked Questions Regarding the Attachment of Lands to the City of Marshfield.

According to the Joint Planning Agreement between the City of Marshfield and the Town of Cameron, all properties within the City Growth Area lying outside the No Contest Area as of August 23, 2015, will be detached from the Town of Cameron and attached to the City of Marshfield. Due to the change impacting a number of properties, we have put together an FAQ to try to answer some of the more general questions related to this process.

City Clerk – 715-486-2023

1. Will I need a local license for my business? Please check with the City Clerk – Deb Hall – 715- 486-2023 to find out if your business requires a local license. If you do need a local license, you must apply for and be qualified for the local license. Some licenses do have a limited availability and may take a few weeks to approve.
2. Where do I get a pet license? Pet licenses are issued by the Finance Department on the 5th floor of City Hall. It requires a valid rabies certificate to be presented with the initial license issuance and annually with renewal.
3. Where do I vote? The City Clerk’s office is located at 630 S. Central Avenue, 5th floor. An application will need to be filled out to register to vote or for a change of address. The Clerk’s office will be able to tell you where you vote, your aldermanic district and answer all election related questions.
4. What Aldermanic District will I be in and who will be my Alderperson? At this time the Aldermanic District has not been assigned, but will be prior to the next election. Please contact the City Clerk – 715- 486-2023 to find out what district you are in and who your Alderperson will be.

Land Use and Zoning – 715-486-2077

1. Will my current use of my property change? If the current use of the property does not meet the zoning regulations of the City, it will be considered legal nonconforming. Any legal use may continue as is, but expansion may require additional zoning approvals (such as conditional use permits or variances).
2. What will my new zoning be? It will depend on where you are located and the present use. It will likely be a mix of Light Industrial and Community Mixed Use (commercial).
3. What types of land use or zoning permits are required for development? We require fence and sign permits for new development.

Building Inspection – 715-384-1344

1. What type of permits does the City require for new development?
 - Building, Electrical, HVAC and Plumbing (if applicable).

- A building permit is required for all new buildings, additions, and alterations to existing buildings.
- Building plans are required showing construction details.
- Non-residential new and remodeling may require State approval.
- If remodeling/repair projects that are under \$1,000.00 no permit required. Some examples are: windows, doors, soffit, fascia, drywall.
- No permits are needed for painting, floor coverings, interior decorating.
- Roofing: Residential (one & two family) re-shingling no permit required unless new roof sheathing (OSB) materials are installed.
- Roofing: Non-residential permits are required.
- This is just a summary, please consult Building Services prior to commencing building activity.

Public Works Department – 715-486-2034

1. Will sanitary sewer service be available? If not, when will this be available? Sanitary sewer main currently exists in Cedar Avenue from 29th Street to Commerce Drive, in Central Avenue from 29th Street to South of Praschak Street and in Commerce Drive from Central Avenue to Cherry Street. Sanitary sewer laterals, however, have not been stubbed into the adjacent properties, with a few exceptions. Properties south of Mill Creek Business Park do not have sanitary sewer main available. At this point in time, the City of Marshfield does not have plans for extending sanitary sewer main. The timing of future sanitary sewer main construction is typically driven by the need for service from the adjacent properties due to new development or failing on-site sanitary systems.
2. What will it cost to add sewer service? If the street adjacent to your property has sanitary sewer main, you can elect to connect to city sewer at any time by hiring a plumber of your choice to install a sanitary sewer lateral from your property to the city main. The cost of the sewer lateral is borne 100% by the property owner and can be quite variable, depending on the length of lateral required. It is recommended that you seek an estimate from a licensed plumber to determine the cost of the lateral for your situation. A plumbing permit will be required from the City.
3. Will we be required to hook up? When? Current City ordinance requires that if a property has city sewer or water service available but is not yet connected, that connection is required within 30 days of notice by the Director of Public Works. “Available” is generally defined as having sewer or water main on the near side of the street (so excavation in the street is not required) or having sewer and water laterals stubbed to the property line. By this definition, most property owners affected by the attachment do not have city sewer or water available. Please contact the City Engineer’s office at 715-486-2034 to confirm your specific situation.
4. Will my address change? If your current address is on Central Avenue, your address will most likely stay the same. Central Avenue addresses, both name and number were updated in 2010 when the street name was changed from Maple Avenue to Central Avenue. If your address is on Cedar Avenue or Heritage Drive, the street name will stay

the same but your number will change to match the City of Marshfield numbering scheme. Please contact the Public Works Department to find out your new address.

5. Are there any future improvements/projects planned for this area? At this time, no future improvements are planned.
6. Who do I contact for culvert replacement? Private driveway culverts are managed by the City of Marshfield's Public Works Department. Replacement culverts are purchased by the property owner and installed by the City of Marshfield Street Division. If you think you need a new culvert, please contact the City of Marshfield Engineering Division at 715-486-2034. They will determine the required size and if any ditching is required to set the culvert at the proper grade.

City Assessor – 715-384-3856

1. Will my taxes be affected? Taxes generally go up when property is annexed because the township rates are less per \$1000 of assessed value.
2. Will my property value or assessment change? All properties will be fielded, classified, and assessed within the City of Marshfield. Based on past annexations, sometimes the values increase and sometimes they are decreased, depending on the last time they were inspected by an assessor. We won't have specific answers until after that process is completed.
3. When are my taxes due and where do I pay them? The first tax payments are due by January 31st of each year, made to the City of Marshfield. Payments can be made in person with the Finance Department on the 5th floor of City Hall.

Emergency Services: Non-Emergency Police – 715-384-3113 and Fire – 715-384-3118

1. Will Police and Fire Protection change? How? Police services offered include more opportunities for property protection patrols within the City of Marshfield. When a business or residence is within a municipality, the opportunity for law enforcement visibility and contacts is increased. The department provides police protection with roughly a 5 minute response time anywhere within the city.

Marshfield Utilities – Water Service – 715-387-1195

1. Will water service be available? If not, when will it be available? Watermain exists in the majority of this area. Property owners would be responsible to contract with a plumber to have a water service installed at the customers' expense. Hookup is required at the time of sale of the property. Not all properties are served yet and the City plans to include water extensions in our Capital Improvements Process (CIP). At this time, it's hard to say when that will be funded. Please contact the Plumbing Inspector at 715-486-2017 to find out if water service is available and when you would be required to hook up.

2. What am I required to do with my well? Please contact the Plumbing Inspector at 715-486-2017 if you have a well and to find out what you are required to do.

Marshfield Utilities – Electric Service – 715-387-1195

1. Will there be any change to electric service? No, electric service will continue to be provided by Marshfield Utilities.
2. Will there be any change to the cost of an electric bill? No, the cost of electricity is the same regardless if the property is located in the Town of Cameron or the City of Marshfield.



City of Marshfield Memorandum

TO: Plan Commission
FROM: Josh Miller, City Planner
DATE: April 21, 2015

RE: 2nd Street Green Street Corridor.

Background

As part of the newly adopted Downtown Master Plan update, one of the recommendations is to develop 2nd Street as a green street corridor. The corridor shown in the plan extends from the Library to S.J. Miller recreational area. On February 2, 2015, the Board of Public Works gave approval to remove the 100 block of East 2nd Street from the Maple Avenue reconstruction project this summer to give staff more time to come up with a design for the 2nd Street Corridor. Staff presented two rough concepts of the area between Maple Avenue to Chestnut Avenue to the Board to provide an idea of what could be done between Maple Avenue and Chestnut Avenue. These concepts were intended to provide a visual to the Board, but did not cover the entire corridor and were not discussed with the public. To further develop the concepts for the design, the City hired Randy Lueth, a landscape architect, to put together a few concepts to help facilitate the public information component of the design process.

Analysis

Randy Lueth has developed three concepts for the 2nd Street corridor. The design covers four blocks between Maple Avenue and Spruce Avenue. Based on early feedback from the public, the option to close 2nd Street between Maple Avenue and Chestnut Avenue did not seem very feasible and was not included as a design concept option. Because downtown parking is a foremost concern for both the businesses and the public, each concept was developed with three different parking configurations in mind. Concept A focuses on maximizing parking, Concept B has a mix of parking and green space and also includes 4 foot wide bike lanes, and Concept C has very limited parking with maximized green space. The concepts are attached for your review and comment. The final design will likely be a hybrid of different concepts, but they have certainly aided in the discussion with the public.

Staff has also put together a survey to gather public comment. The survey can be found on the City's website. For a direct link, please use this address to get to the survey: www.surveymonkey.com/r/2ndstreetcorridor.

Staff has also been working with Angie at Main Street to meet with the business and property owners along that stretch of road. So far, we have gathered a lot of good feedback from the business owners on their parking needs as well as some great responses from the public taking the survey.

Below is an outline of the proposed schedule for the project:

April 6, 2015	Upload concepts/survey and send out invites for meetings
April 13-24, 2015	One on one meetings with property owners and businesses
April 20, 2015	Present concepts to Board of Public Works
April 21, 2015	Present concepts to Plan Commission
April 27, 2015	Presentation to MACCI
April 28-30, 2015	Public Informational Meetings
May 1, 2015	Ask Landscape Architect to begin work on final concept
May 6, 2015	Presentation to Main Street Board/BID Board
May 7, 2015	Presentation to Economic Development Board
May 12, 2015	Deadline for final concept from Landscape Architect
May 18, 2015	Present updated concept to Board of Public Works
May 19, 2015	Present updated concept to Plan Commission
June 1, 2015	Board of Public Works Approval for contracting design

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

Provide comments on the various designs for the 2nd Street Green Street Corridor.

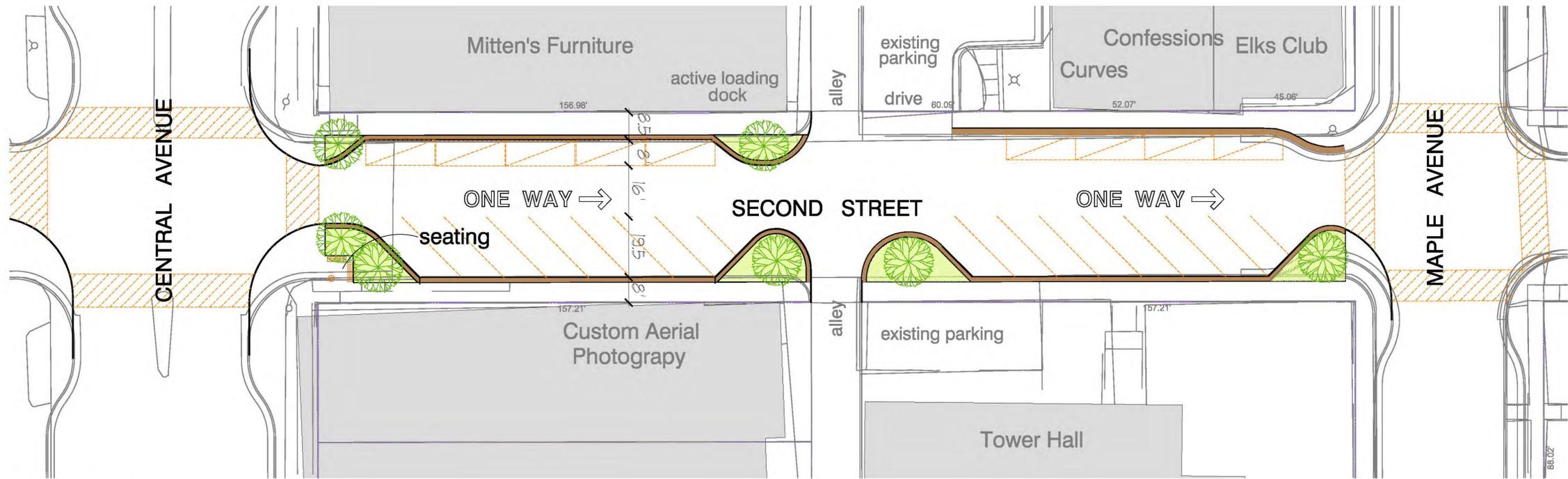
Attachments

1. Design Concepts

Concurrence:

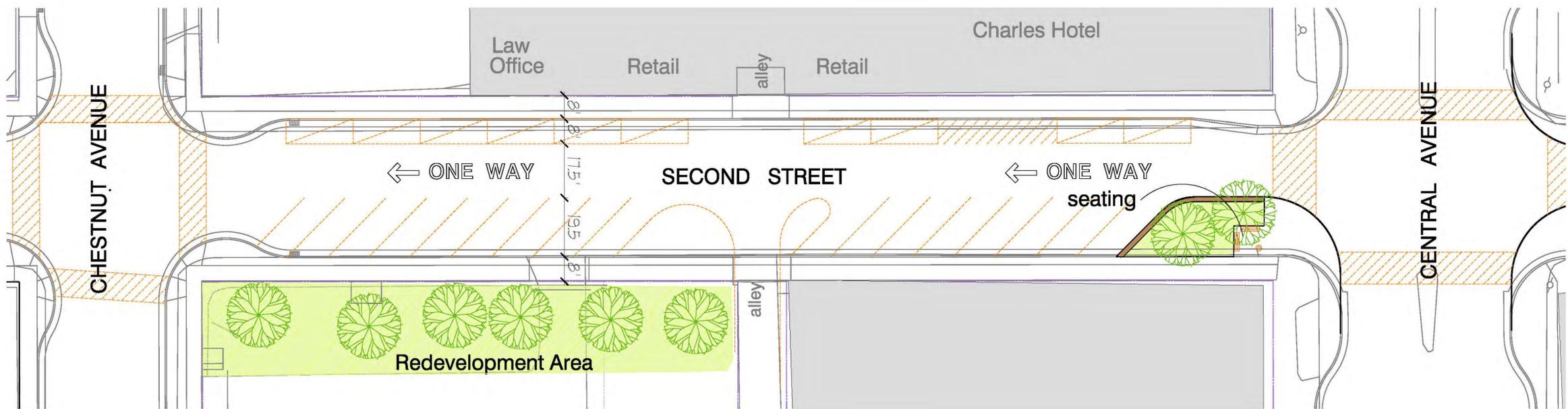


Jason Angell
Planning and Economic Development Director



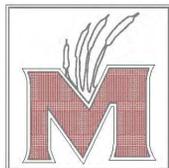
Maple to Central existing spaces = 17 proposed spaces = 25

- one way traffic east bound
- maintain access to existing loading dock
- relocate Tower Hall parking to street
- colored paving band for design continuity
- corner seating areas



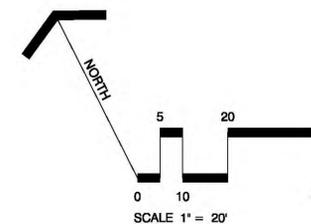
Central to Chestnut existing spaces = 18 proposed spaces = 27

- one way traffic west bound
- minimize impact on new existing paving
- borrow greenplace enhancement from redevelopment area
- corner seating areas



Concept A - maximize parking

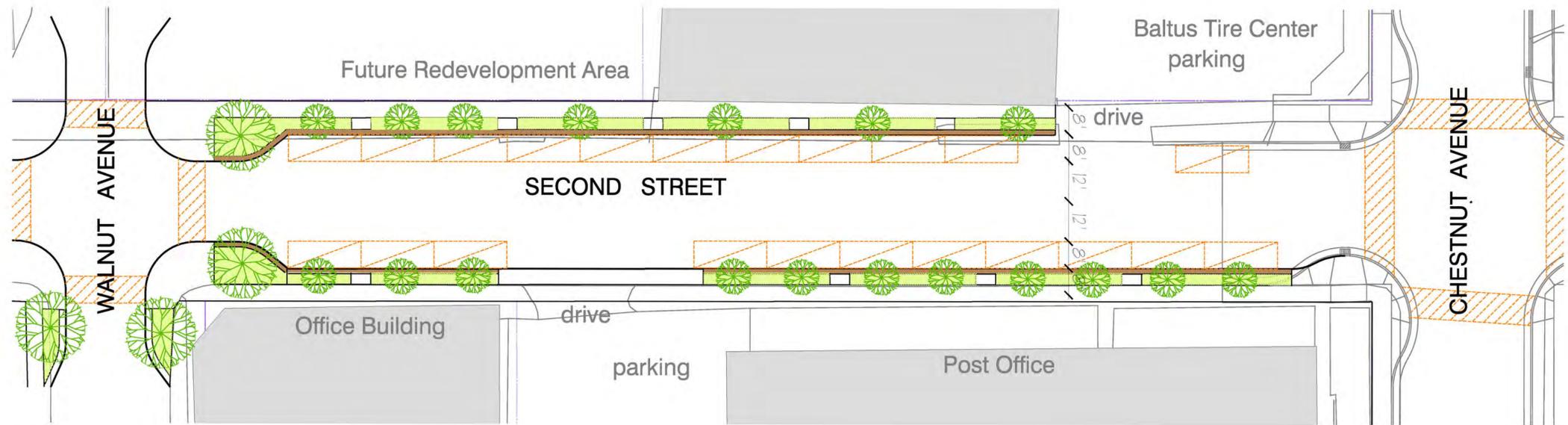
Second Street Design Study, Marshfield, WI



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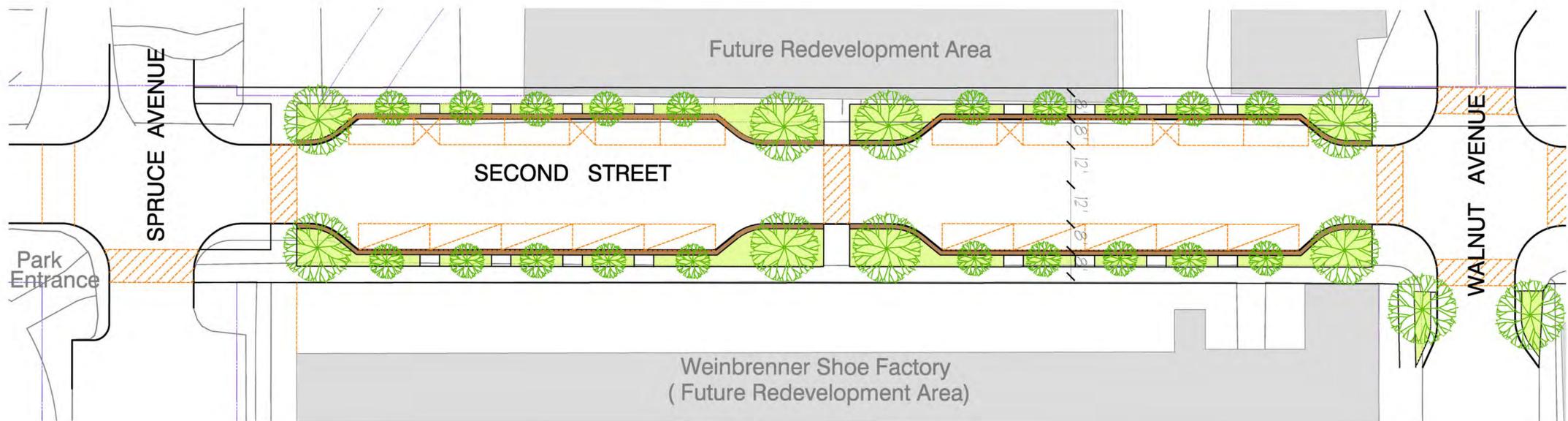
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Chestnut to Walnut existing spaces = 17 proposed spaces = 22

- shade trees at intersections
- ornamental trees, turf & shrubs mid-block
- colored paving band for design continuity

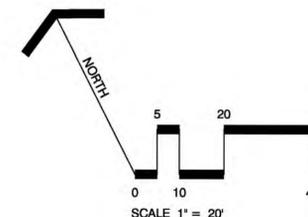


Walnut to Spruce existing spaces = 17 proposed spaces = 20

- mid-block crossing for park access
- shade trees mid-block and at intersections
- ornamental trees, turf & shrubs mid-block
- colored paving band for design continuity



typical color band



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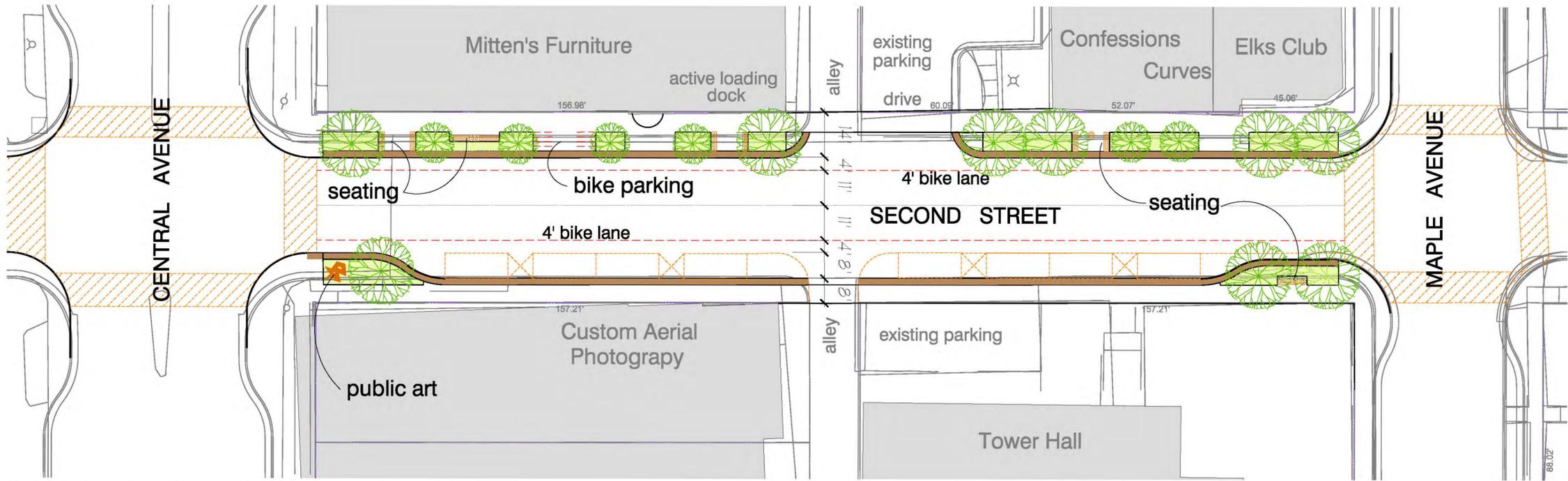
RLA

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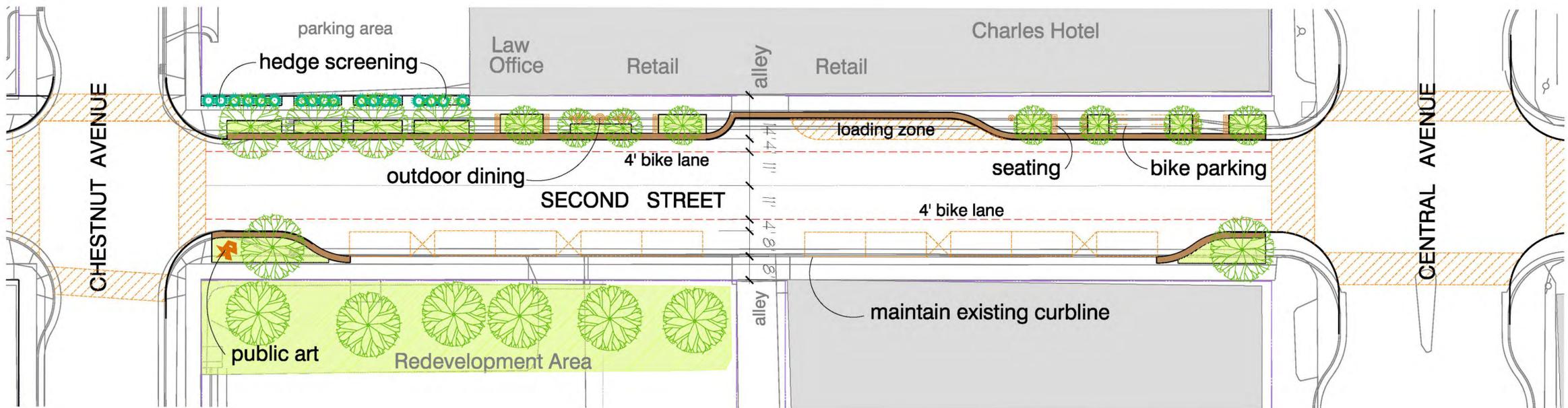


Concept A - maximize parking
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Maple to Central existing spaces = 17 proposed spaces = 8

- 4' bike lanes, bike parking area
- maintain access to existing loading dock
- relocate Tower Hall parking to street
- colored paving band for design continuity
- opportunities for seating & public art

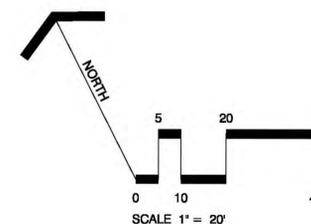


Central to Chestnut existing spaces = 18 proposed spaces = 10

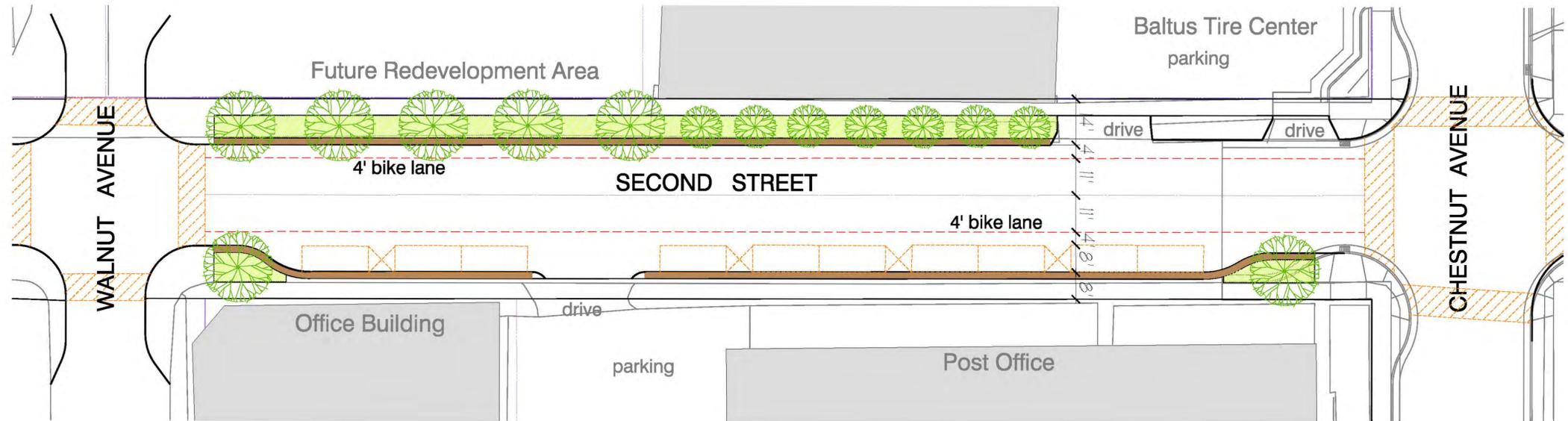
- 4' bike lanes, bike parking area
- minimal impact on new existing paving on south side
- borrow greenplace enhancement from redevelopment area
- corner planting area
- opportunities for outdoor dining
- opportunities for seating & public art
- colored paving band for design continuity
- screen parking area from streetscape



Concept B - parking one side with 4' bike lanes
Second Street Design Study, Marshfield, WI

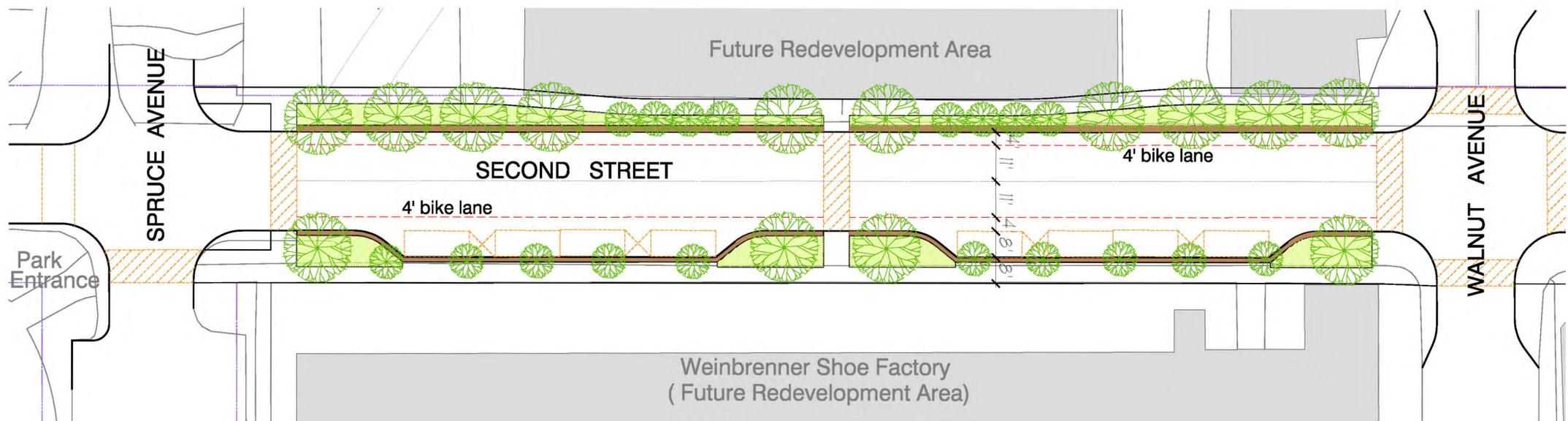


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Chestnut to Walnut existing spaces = 17 proposed spaces = 10

- shade trees at intersections
- ornamental trees, turf & shrubs northside
- colored paving band for design continuity



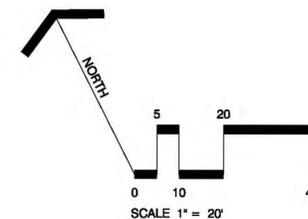
Walnut to Spruce existing spaces = 17 proposed spaces = 8

- mid-block crossing for park access
- shade trees mid-block and at intersections
- ornamental trees, turf & shrubs mid-block
- colored paving band for design continuity



Concept B - parking one side with 4' bike lanes

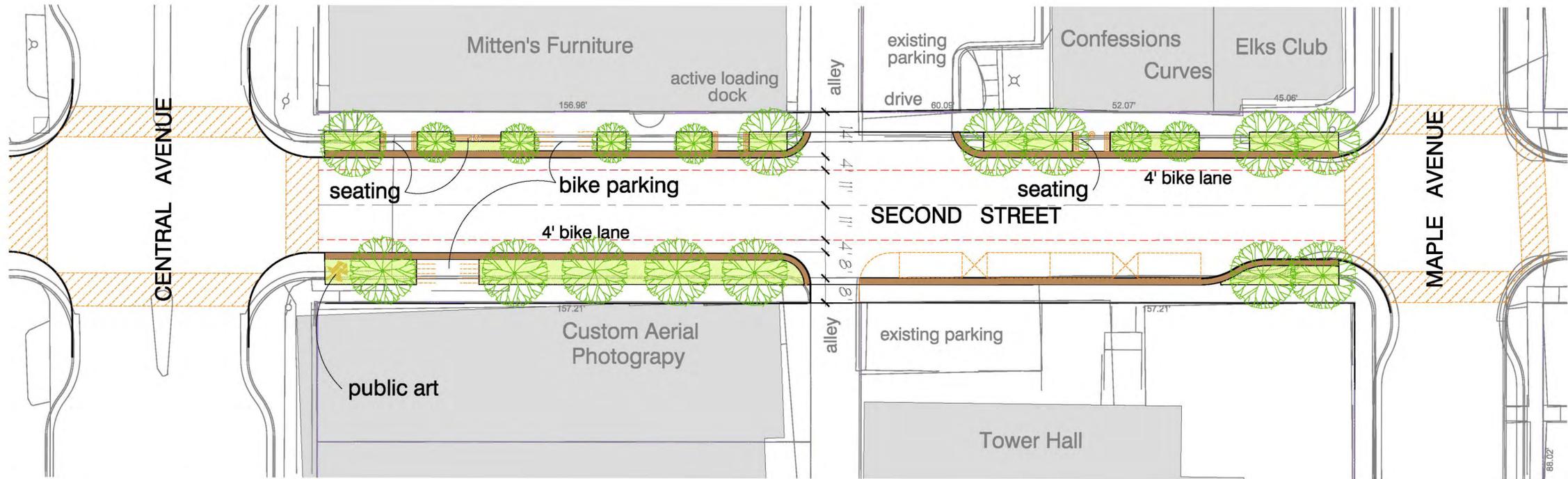
Second Street Design Study, Marshfield, WI



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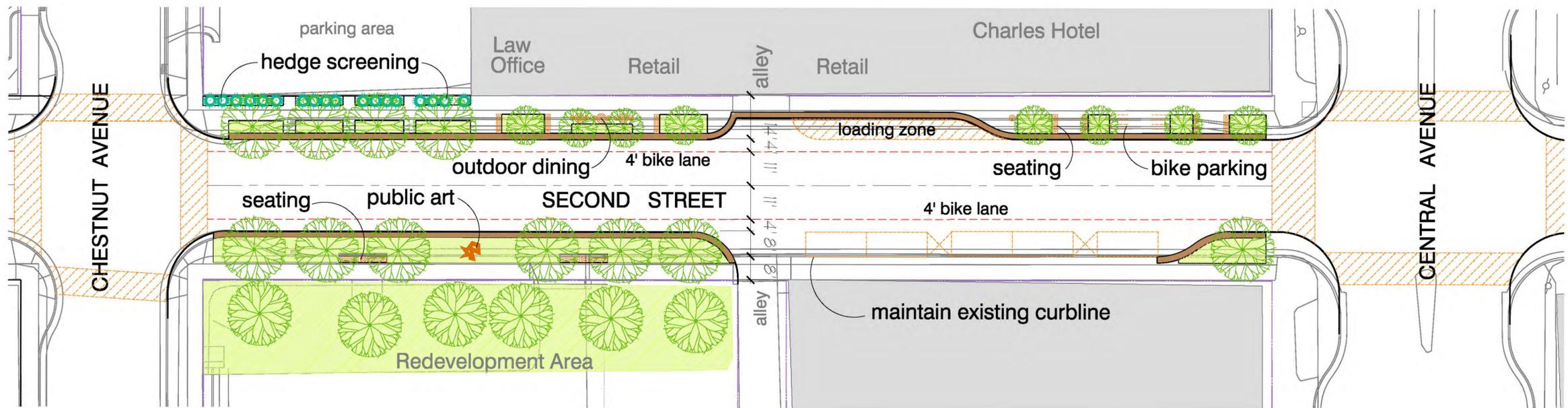
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Maple to Central existing spaces = 17 proposed spaces = 4

- 4' bike lanes, bike parking area
- maintain access to existing loading dock
- relocate Tower Hall parking to street
- colored paving band for design continuity
- opportunities for seating & public art

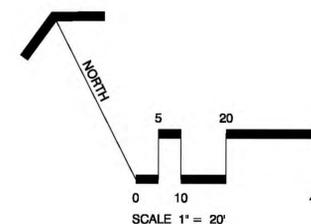


Central to Chestnut existing spaces = 18 proposed spaces = 5

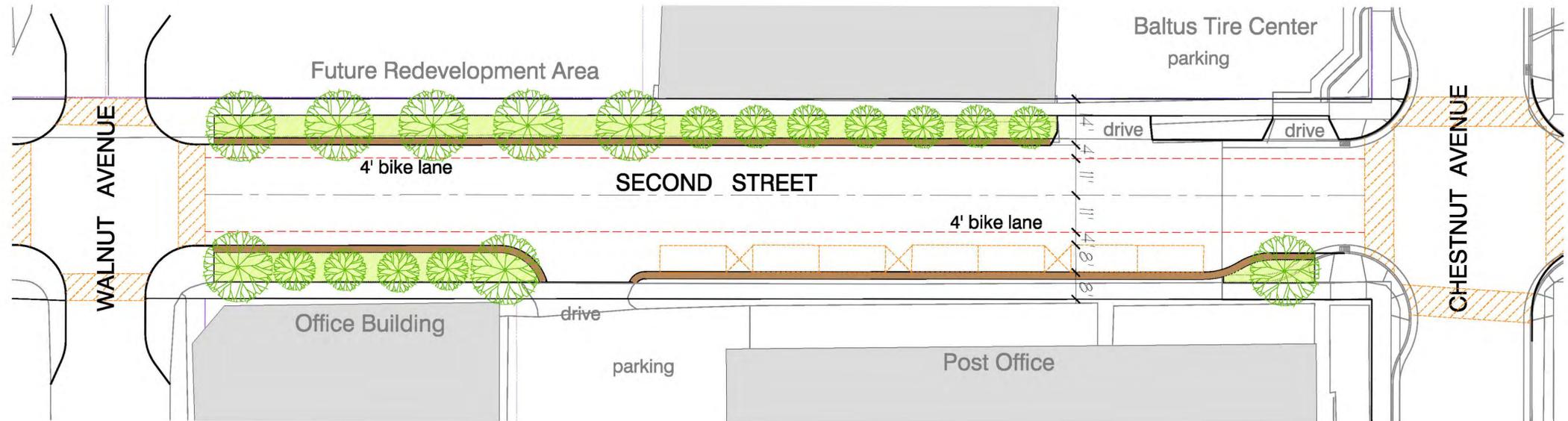
- 4' bike lanes, bike parking area
- expand greenspace of redevelopment area into streetscape
- corner planting area
- opportunities for outdoor dining
- opportunities for seating & public art
- colored paving band for design continuity
- screen parking area from streetscape



Concept C - parking one side for 1/2 block with 4' bike lanes
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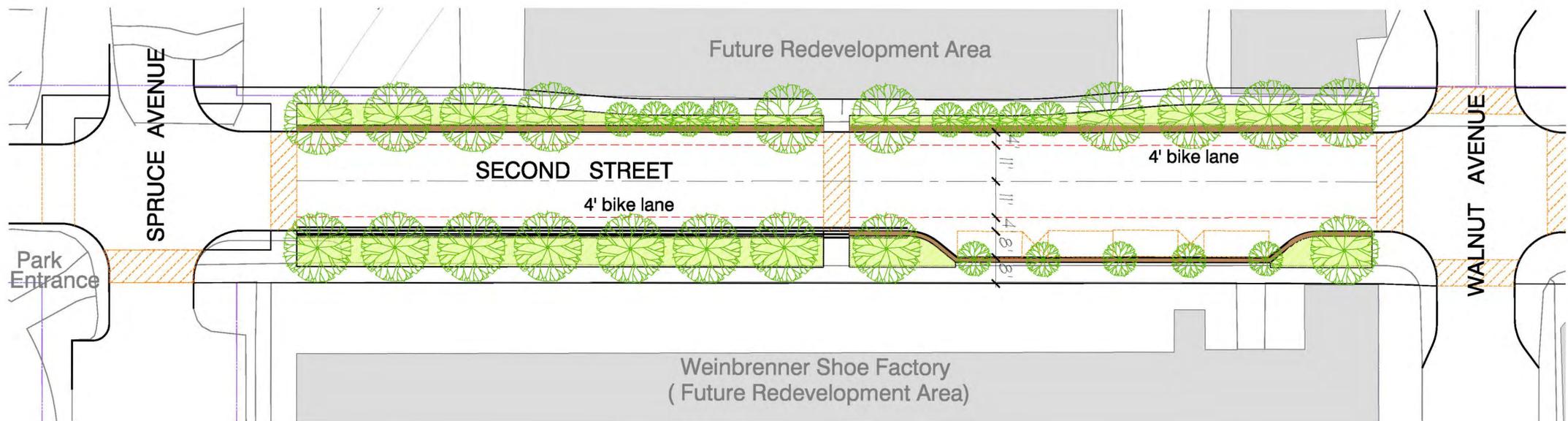


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Chestnut to Walnut existing spaces = 17 proposed spaces = 7

- shade trees at intersections
- ornamental trees, turf & shrubs northside
- colored paving band for design continuity

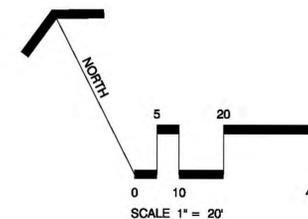


Walnut to Spruce existing spaces = 17 proposed spaces = 4

- mid-block crossing for park access
- shade trees mid-block and at intersections
- ornamental trees, turf & shrubs mid-block
- colored paving band for design continuity



Concept C - parking one side per 1/2 block with 4' bike lanes
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