



CITY OF MARSHFIELD

MEETING NOTICE

PLAN COMMISSION
CITY OF MARSHFIELD, WISCONSIN
Monday, December 15, 2014
Council Chambers Lower Level, City Hall Plaza
6:30 p.m. or Immediately Following the Board of Public Works Meeting.

- 1. Call to Order. – Chairman Meyer.
2. Roll Call. – Secretary Knoeck.
3. Approval of Minutes. – November 18, 2014 Meeting.
4. Conditional Use Request by Tim Dupee, representing Midtown Motors, to allow for a reduced pavement setback from the right-of-way and exceptions to the landscape requirements and bufferyard requirements, located at 1400 South Central Avenue, zoned "CMU" Community Mixed Use District. Presenter: Sam Schroeder, Zoning Administrator Public Hearing Required
5. Conditional Use Amendment Request by Brown's Living, representing Stoney River II Memory Care facility, to allow for an additional 8 beds, beyond the previously approved 24-bed facility, increasing the exception to the City and Aldermanic District population limitations and modifying the approved site plan, located at 1606 North Saint Joseph Avenue, zoned "SR-2" Single Family Residential District. This request does not increase the number of bedrooms or units in the facility, but would allow 8 of the rooms to have two beds. Presenter: Josh Miller – City Planner Public Hearing Required
6. Alternative Sign Permit Request by Stratford Sign Company, representing Mid-State Technical College, to update and expand their wayfinding sign program. Presenter: Sam Schroeder, Zoning Administrator
7. Municipal Code Amendment to Sections 18-12, 18-93, and 18-163 pertaining to the clarification and approval requirements of temporary cranes. Presenter: Josh Miller – City Planner Public Hearing Required
8. Staff Updates.
9. Adjourn.

Posted this 10TH day of December, 2014 at 4:00 PM by Daniel G. Knoeck, Secretary, City Plan Commission

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

NOTE

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 NOVEMBER 18, 2014**

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, John Beck and Bill Penker

EXCUSED: Ken Wood

ABSENT: None

ALSO PRESENT: Director of Public Works Knoeck; Planning & Economic Development Director Angell; City Planner Miller; the media; and others.

PC14-78 Motion by Penker, second by Beck to recommend approval of the minutes of the October 21, 2014 City Plan Commission meeting.

Motion Carried

PUBLIC HEARING – Conditional Use Request by the Jamie Strupp, on behalf of Identity Custom Imaging, to allow for “Light Industrial” uses, located at 501-511 East 25th Street, zoned “CMU” Community Mixed Use District.

COMMENTS: None

PC14-79 Motion by Penker, second by Reinart to recommend approval of the Conditional Use Request by the Jamie Strupp, on behalf of Identity Custom Imaging, to allow for “Light Industrial” uses, located at 501-511 East 25th Street, zoned “CMU” Community Mixed Use District subject to the following condition:

1. Any major expansions, including additions over 1,200 square feet in area or a new building on the property, shall require an amendment to the Conditional Use Permit.

Motion Carried

PC14-80 Motion by Beck, second by Penker to recommend approval of the Certificate of Appropriateness Request by the City of Marshfield for reroofing the Round Barn, located at 513 East 17th Street.

Motion Carried

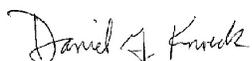
City Planner Miller updated the Plan Commission on temporary cranes. Staff has drafted language and sent it to the Bureau of Aeronautics for review. This item will be brought back to the December, 2014 City Plan Commission meeting.

The open house for the Downtown Master Plan will be held on Thursday, November 20, 2014 at City Hall Plaza from 11 AM to 2 PM and 4 PM to 6 PM, and at the Holiday Inn and Conference Center from 6 PM to 8 PM.

Staff is working on a training session for Plan Commission and Zoning Board of Appeals members to refresh newer members on basic considerations for conditional uses, variance requests, etc. This session will be held on Wednesday, January 21, 2015.

The December Plan Commission meeting needs to be rescheduled due to the Common Council meeting at 7:00 PM on December 16. The preference from the Plan Commission members is to meet on Monday, December 15.

There being no objections, Mayor Meyer adjourned the meeting at 7:15 PM.



**Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION**



City of Marshfield Memorandum

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

RE: Conditional Use request by Tim Dupee, representing Midtown Motors, to allow for a reduced pavement setback from the right-of-way and an exception to the street landscape requirements and bufferyard requirements, located at 108 West 14th Street and 1400 South Central Avenue, zoned "CMU" Community Mixed Use District.

Background

In the fall of 2013, Douglas Holland requested to rezone one property from "SR-6" Single Family Residential to "CMU" Community Mixed Use located at 108 West 14th Street. After the City of Marshfield granted the rezoning, the existing dilapidated residential structure was removed and the east property line was dissolved. The objective of rezoning the property, razing the structure and dissolving the property line was to expand the parking area for Midtown Motors, a vehicle sales business located at 1400 South Central Avenue (corner of South Central Avenue and West 14th Street).

With an expanded parking area, the Applicant will be able to display more vehicles along West 14th Street, but in order to get the best use of the property the Applicant is requesting an exception to the parking setback and the landscape requirements.

Analysis

The Applicant is proposing to pave the parking area directly up to street right-of-way line, relocate the required street frontage landscape plants into the bufferyard, and reduce the required bufferyard setback to 5 feet.

According to the Municipal Zoning Code the minimum required pavement setback from the public right-of-way is 10 feet. The Applicant is requesting a 10 foot exception or a 0 foot setback to allow for easier maintenance, a reduction in erosion concerns, and to assimilate the parking/vehicle display area with the existing development. The existing development has blacktop poured right up to the sidewalks along West 14th Street and South Central Avenue.

Depending on the size of the expansion, most new development triggers additional landscaping requirements. In this case, the expanded parking lot would trigger an additional 25 points of landscaping along the street frontage. The Applicant is requesting to place the 25 points of landscaping (equivalent to 1 ornamental tree and a large shrub) into the bufferyard, because of the 0 foot setback request and the street frontage landscaping would block the display of his vehicles.

Any expansion would also trigger the review of the bufferyard requirements. Because this property is zoned "CMU" Community Mixed Use and the adjacent property to the west is zoned "SR-6" Single-Family Residential, a 0.5 opacity would be required. Opacity of 0.5 requires a 10 plus foot setback and 160 points of landscaping per 100 linear feet. Meeting the required landscaping points with existing vegetation, the Applicant is requesting to reduce the required setback from 10 feet to 5 feet, which would be equivalent to the setback requirement of a 0.4 opacity value. The Applicant was originally proposing a 0 foot setback, but staff recommended to the Applicant to request a 5 foot setback, which is still 2 feet greater than the standard pavement setback of 3 feet. Under this proposal, the Applicant will have a minimum of 185 landscape points (including existing vegetation) along the west property line. So although the setback is reduced, the proposed bufferyard will have more than the required landscape points between the parking area and the residential property. The property to the south is also zoned "CMU" and therefore does not require any additional landscaping.

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.

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.

The character of the neighborhood would not change because this is an existing property that currently already has vehicles parked on it.

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

“Vehicle sales” is a commercial land use and this is a commercially zoned district.

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.

There are no foreseen adverse impacts to the public.

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 Tim Dupee, representing Midtown Motors, to allow for a reduced parking lot setback and exception to the landscape requirements, located at 1400 South Central Avenue, zoned “CMU” Community Mixed Use District with the following conditions:

1. The parking lot must be hard surfaced a by September 1, 2015.
2. The parking area along the north property line may be paved right up to the street right-of-way line.
3. The parking lot must be setback a minimum of 5 feet from the west property line.
4. The required landscaping must be planted between the parking lot and the west lot line by September 1, 2015.

Attachments

1. Application
2. Location Map

Concurrence:



Jason Angell
Planning and Economic Development Director



MARSHFIELD
The City in the Center

Revised: 04/25/14

Department of Planning & Economic Development

City of Marshfield

P.O. Box 727

630 S Central Ave, Marshfield, WI 54449-0727

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

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

**Conditional Use
Permit Application**

Fee: \$250.00

Today's Date: 10-27-14

OFFICE USE ONLY

Date Received: <u>11/17/14</u>	Fee Receipt Number: <u>47045</u>	Zoning District: <u>CMU</u>	Parcel #: <u>330-3495</u>
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SITE INFORMATION

Site Address: <u>1400 South Central Ave.</u>	Present Land Use: <u>Parking</u>
Legal Description:	

APPLICANT INFORMATION

Applicant Name: <u>Douglas Holland</u>	Phone #: <u>715-581-6977</u>	Email Address:
Address, City, State, Zip: <u>1007 EAST 15TH ST. Marshfield WI</u>		
The Applicant is the <input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Authorized Representative/Other (Describe): <u>Tim Duree / Representative</u>		

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: <u>Parking lot</u>	Proposed # of Employees: <u>none</u>	Proposed Hours of Operation: <u>8-6 M-F</u>
<input type="checkbox"/> Residential or <input checked="" type="checkbox"/> Nonresidential	Number of Buildings: <u>2</u>	Number of Units: <u>0</u>
Narrative of Conditional Use Request: <u>Wanting to Blacktop Existing Drive that is up to sidewalk with curbed. would like to have Blacktop up to sidewalk also for many reasons appearance / safety for walkers and bikes for erosion purposes. Blacktop is professionally done.</u>	Future Plans/Modifications: <u>none as of know</u>	Time Needed to Finish Request: <u>would like till Spring 2015</u>

CODE REQUIREMENT REFERENCES (ZONING CODE - CHAPTER 18)

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

DOCUMENTATION SUBMITTED

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:

Douglas Holland

Date:

10 29 14

11-7-14

City of Marshfield
630 S Central Ave
Marshfield Wi 54449

To Whom it May Concern:

This letter is being written to verify that
Tim Dupee has our permission to represent us
in city matters concerning our property at
1400 S Central Ave and the addition of land at
108 W 14th St and has been included with the
1400 S Central property.

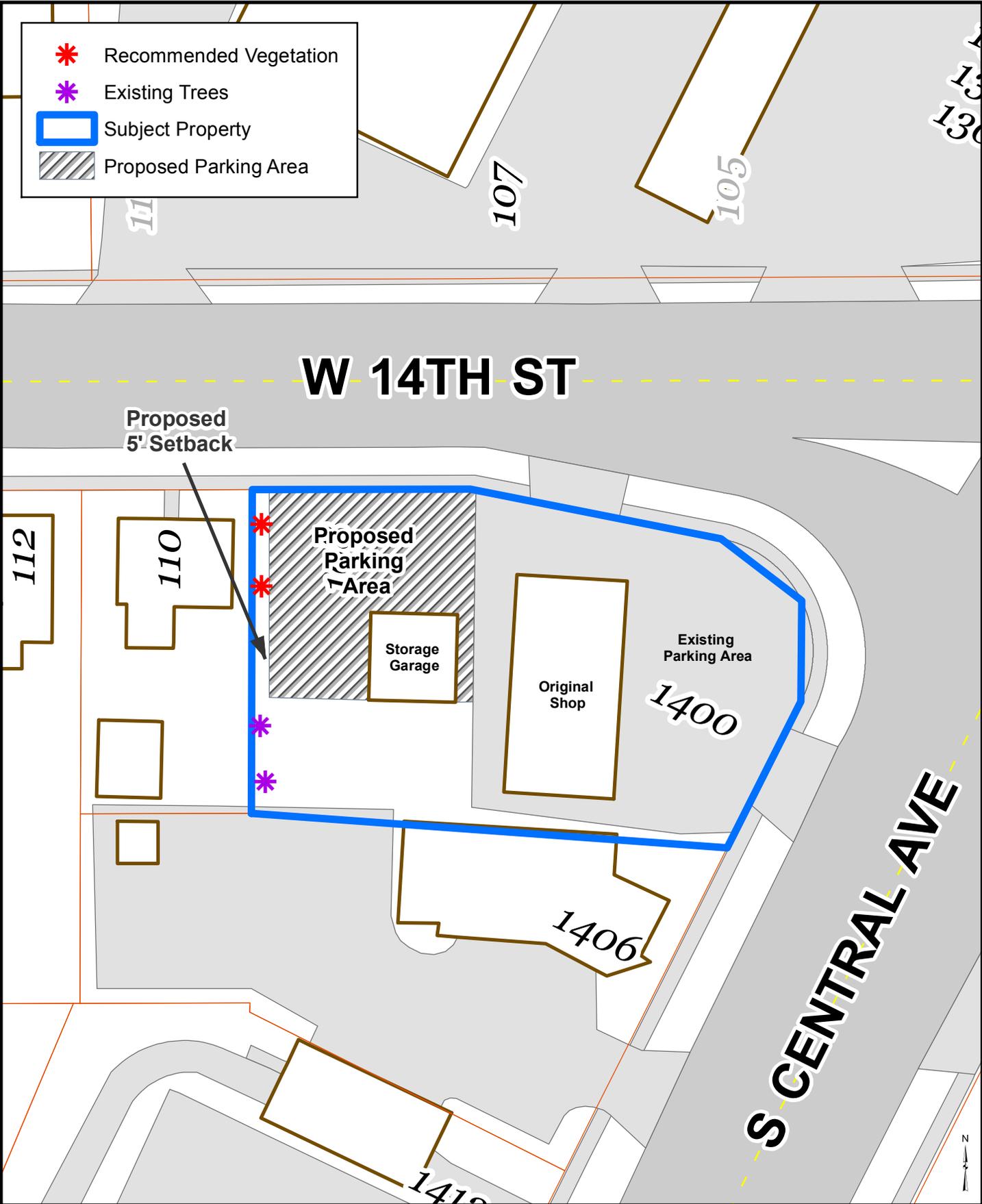
If further information is needed, please
let us know. Thank you.

Sincerely,

Denise Holland

Douglas Paul Holland

-  Recommended Vegetation
-  Existing Trees
-  Subject Property
-  Proposed Parking Area



CUP: Midtown Motors - 1400 S Central Ave
 City of Marshfield - Plan Commission
 Meeting Date: December 15, 2014

Map Not To Scale
 For Reference Only

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



City of Marshfield Memorandum

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

RE: Conditional Use Amendment Request by Brown's Living, representing Stoney River Memory II Care facility, to allow for an additional 8 beds, beyond the previously approved 24-bed facility, increasing the exception to the City and Aldermanic District population limitations and modifying the approved site plan, located at 1606 North Saint Joseph Avenue (parcel number 33-04652A), zoned "SR-2" Single Family Residential District. This request does not increase the number of bedrooms or units in the facility, but would allow 8 of the rooms to have two beds.

Background

In 2012, the First Phoenix Group, LLC, applied for and was granted a Conditional Use Permit for a 24-bed Community Based Residential Facility (CBRF) at 1606 North St. Joseph Avenue. This facility specializes in memory care for dementia patients and is the second phase to the Stoney River Assisted Living Facility at 1204 West McMillan Street.

The Applicant is requesting a Conditional Use Permit amendment to allow for 8 additional beds (total of 32 beds). To be able to accommodate the extra bed in each room, the building does have a 6 foot bump out beyond the original façade. The bump out does add to the aesthetics and architecture of the building and they are requesting a site plan amendment to allow for the additional building space. Other than the bump outs, the size of the facility will not increase and the number of units will remain the same (24 units).

The purpose for the amendment is to address how the facility was constructed. The original application and approval only allowed for 24-beds with a straight wall along the north and south facades of the building. The facility as constructed allows the middle units to have 2 beds and include bump outs in the design to accommodate the needed additional space. The change to the site plan does not change the setback of the facility as portions of the building to the north and south already extend beyond the bump outs.

The Applicant has a number of facilities throughout Wisconsin and Minnesota. After this facility was approved in Marshfield (October of 2012), they changed the design of the facility to allow 8 of the rooms to have 2 beds. This was due to research that showed some patients that have suffered memory loss show an improved response when having another person sharing the room. In some instances, it will allow spouses to share a room.

Analysis

The property is zoned "SR-2" Single-Family Residential district. With the adoption of the new zoning code in 2013, this type of facility would no longer be a permitted or conditional use in the "SR-2" zoning district. Due to the Conditional Use Permit and building permit being approved prior to the effective date of the new zoning code, the facility would be considered a legal conforming building and according to Section 18-81(2), any prior legal use made nonconforming by this Chapter, or by an amendment to it, may be allowed to be extended, enlarged, reconstructed, or substituted by the issuance of a conditional use permit, subject to the standards and procedures prescribed by Section 18-161.

Under the original approval, the applicant was granted an exception 2,000-ft spacing requirement for community living arrangements as specified in Section 18-57(13) of the Marshfield Municipal Code. Furthermore, with the addition of 8-beds, the request exceeds the aldermanic district and city population capacity requirements as specified in Sec. 62.23 (7) (i) Wis. Stats. and the applicant is requesting an exception to that requirement as well. This exception was also granted as part of the original Conditional Use Permit approval.

As of December 2014, the licensed community living arrangements (Community Based Residential Facilities and Adult Family Homes) in Marshfield provide 304 beds. Based on the 2012 Marshfield's U.S. Census population estimates of 19,144, the total capacity for community living arrangements is only 190 beds. Therefore, any additional facilities or additional beds will exceed this limit and will require a Conditional Use Permit. As of December, 2014, the licensed community living arrangements in Aldermanic District 2 provide a total of 111 beds (including the 24-bed Stoney River II facility). Any additional facilities will further exceed the Aldermanic District capacity of 18. The capacity is based on the 2010 population for Aldermanic District 2 of 1,841. This proposal would add 8 more beds for total of 312 beds in the City and 117 beds in Aldermanic District 2.

Based on the 2008 Adult Family Home and CBRF Task Force Report and Recommendation, the demand for all types of assisted-living arrangements is expected to increase dramatically in Marshfield within future years. Greater growth is anticipated in Marshfield because of the existence of high-quality medical care for the entire range of assisted living clients through the Marshfield Clinic. The Clinic provides much-sought-after services for developmentally disabled, physically handicapped, geriatric, and cognitively disabled citizens. Hence, Marshfield can easily become a location of choice for assisted living

facilities. Since the report was published in August of 2008, 120 regulated care facility beds have been approved and added in the City.

- 60-bed CBRF (Stoney River).
- Two 4-bed Adult Family Homes to increase to two 8-bed Community Based Residential Facilities (A Touch of Home).
- 8-bed CBRF (Bridgeway at Norwood).
- 20-bed CBRF (Wells Nature View).
- 24-bed CBRF (Stoney River II).

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

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

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

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

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

Housing & Neighborhood Development – The proposed development will provide additional memory care housing in the city’s northwest quadrant. A Comprehensive Plan goal is to monitor the need for additional programs and housing options. The Plan establishes the following housing policy for the assisted-living sector “continue to consider special needs housing, such as community-based residential facilities (CBRFs), based on the community need, impact on neighborhood, physical design, and the availability of existing facilities.”

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

Eight additional residents on the property should not have an adverse impact to the neighborhood. Although the proposed facility is for 32 beds, it is unlikely all 32 beds will be used at one time.

A total of 4 additional parking stalls would be required to meet the minimum parking standards for the additional 8 beds (1 stall for every three beds would require 3 more stalls and the additional beds will only require 1 additional employee), bringing the total required parking up to 18 stalls. The current parking lot layout allows for 26 surface stalls, plus one garage stall.

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

The consistency of the land use will not change from the original parcel. The amendment will allow for 8 additional beds and 1 additional on-site care provider per shift. Overall, a very minimal amount additional traffic would be generated.

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.*

Providing housing for those dealing with memory loss and dementia is an important service to the community.

Plan Commission Options

The Plan Commission can make the following recommendations:

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

Recommendation

APPROVE the Conditional Use Amendment Request by Brown's Living, representing Stoney River Memory II Care facility, located at 1606 North Saint Joseph Avenue (parcel number 33-04652A), zoned "SR-2" Single Family Residential District with the following conditions:

1. The facility may be allowed up to 32 total beds.

2. The amended site plan is approved as presented.

Attachments

1. Application
2. Location Map
3. Original Site Plan
4. Current Site Plan
5. Regulated Care Facilities Map

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator



City of Marshfield Memorandum

TO: Board of Public Works and City Plan Commission
FROM: Sam Schroeder, Zoning Administrator
DATE: December 15, 2014

RE: Alternative Sign Request by Stratford Sign Company, representing Mid-State Technical College to update and expand their wayfinding sign program.

Background

Mid-State Technical College is requesting to update and expand their wayfinding sign program. The goal of the sign program is to update all existing wayfinding signage and install a new “Mid-State Technical College” sign wherever there is a “UW Marshfield/Wood County” sign. Currently there are 4 existing Mid-State Technical College signs that need to be replaced and 7 other “UW Marshfield/Wood County” locations where Mid-State is proposing to install new signage below each “UW” sign, for a total of 11 new wayfinding signs.

Analysis

Wayfinding signs are classified in the Municipal Sign Code as a Community Information Sign. Because the proposed signs are permanent and located within the public right-of-way they must be approved by the Board of Public Works and the City Plan Commission through the alternative sign permit process.

Mid-State is proposing to replace 4 existing signs and install 7 new signs at existing UW Marshfield/Wood County wayfinding sign locations. Of the 7 proposed new sign locations there are 3 that have a conflict issues. Two of the existing “UW Marshfield/Wood County” signs have a “No Parking” sign located below them and the other location has an existing “Pedestrian Crossing” sign located below it. Dan Knoeck, the Director of Public Works, has suggested removing the two “No Parking” signs and the one “Pedestrian Crossing” sign and installing them in a nearby location on a separate post. The cost of the 3 new posts and installation is recommended to come at the cost of the Applicant (Mid-State Technical College or Stratford Sign Company).

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 of the alternative sign request by Stratford Sign Company, representing Mid-State Technical College to update and expand their wayfinding sign program with 11 new signs with the following conditions:

1. All signage must be installed by September 1, 2015.
2. The cost of the materials and installation of the 3 new street posts will be paid for by Stratford Sign Company or Mid-State Technical College.

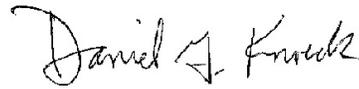
Attachments

1. Application
2. Existing Sign Inventory
3. Location Map
4. Sign Renderings

Concurrence:



Jason Angell
Director of Planning and Economic Dev.



Dan Knoeck
Director of Public Works



MARSHFIELD

The City in the Center

Revised: 1/20/14

Date: 12-4-14

Department of Planning & Economic Development

City of Marshfield P.O. Box 727

630 South Central Avenue Marshfield, WI 54449-0727 Telephone: 715-486-2077 Fax: 715-384-7631

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

Sign Permit Application

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

Sign Location: multiple - see map Business Name: Mid State Tech

Business Contact Person: David Willis
Mailing Address: 500 32nd St N Wisconsin Rapids 54494
Phone: 715-935-0013 Email: david.willis@mste.edu

Sign Contractor: Stratford Sign Co Contact Person: Dan / Kristi
Mailing Address: 110 Connor Ave Stratford
Phone: 715-687-3250 Email: Kristi@stratfordsign.com
Sign Company UL File Number:

Electrical Signs (must be UL listed):

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

NA (Licensed Electrician/ Electrical Permit Needed)

Electrical Contractor:

NA

Address:
City:
State: Zip Code: Ph:

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

11 total signs

- 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: Midstate Technical College w/ multiple arrows

Sign Dimensions: Height: 30 ft. Width: 30 ft. Total New Sign Area (sq. ft.): 6.25

Sign Cost (material + installation): \$ 170 ea Illumination: No

If On-Building Sign:

Location of sign on facade (Direction/Street):

If Freestanding Sign:

Setback from the nearest property line: Overall Sign Height: 3' Landscape Area: No

Office Use Only: Use: Zoning District: 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.: Corner lot: Yes No Lineal street frontage (ft.): N: E: S: W:
Permit No.(s): #1 #5 #9
#2 #6 #10
#3 #7 #11
#4 #8 #12
Date Received: Total Permit Fee: \$ Fee Receipt No.:
Zoning Administrator Approval: Date:

Existing Signs:

Type	Direction/Street	Size	Square Feet	Location/Message
will be replaced		x		
with the new		x		mid-state
as proposed		x		technical
		x		College
		x		LOGO
		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: 12-11-14

Proposed Mid-State Wayfinding Signage



1. Replace



2. New



3. Replace



4. New



5. Replace



6. Replace



7. New



8. New



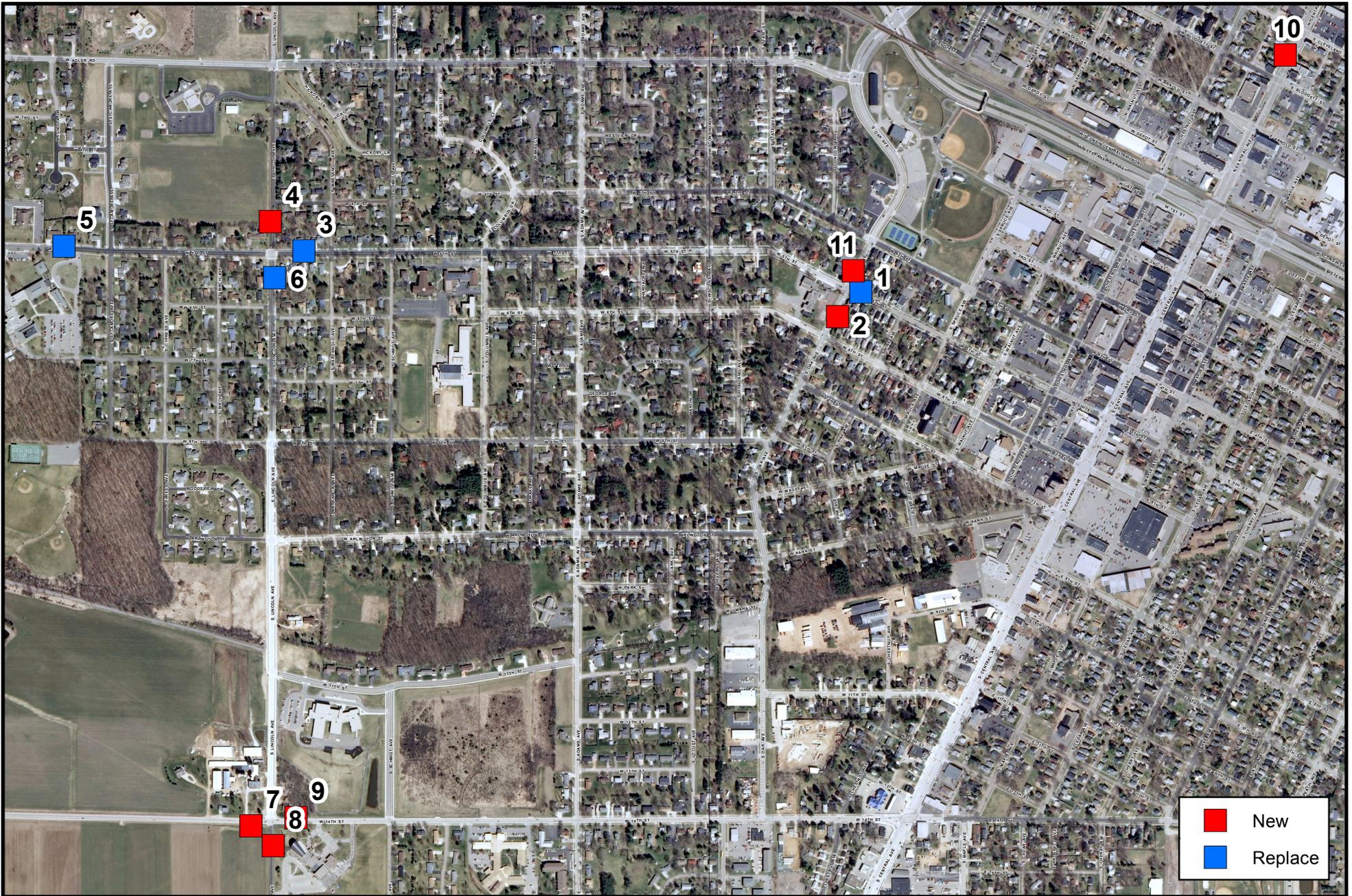
9. New



10. New



11. New

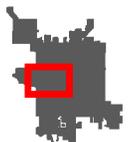


Mid-State Proposed Wayfinding Signage
 City of Marshfield - BPW and PC
 Meeting Date: December 15, 2014

Map Not to Scale
 Reference Only

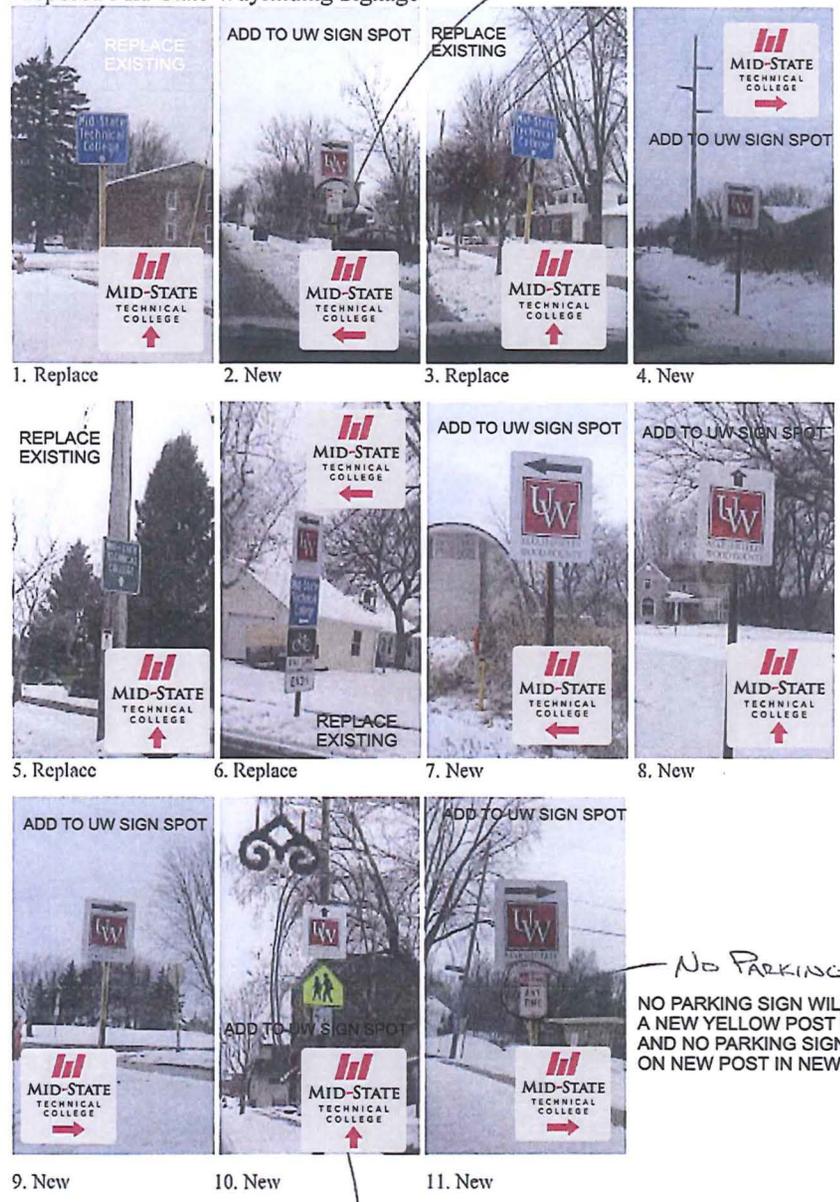


ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.

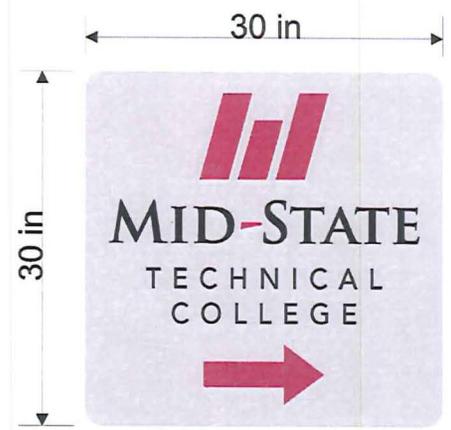


NO PARKING SIGN WILL BE REMOVED
 A NEW YELLOW POST WILL BE NEEDED
 AND NO PARKING SIGN WILL BE INSTALLED
 ON NEW POST IN NEW LOCATION
No PARKING SIGN?

Proposed Mid-State Wayfinding Signage



ABOVE OR BELOW?
 PEDESTRIAN SIGN WILL BE REMOVED
 A NEW YELLOW POST WILL BE NEEDED
 AND PEDESTRIAN SIGN WILL BE INSTALLED
 ON NEW POST IN NEW LOCATION



A Qty. 3 1-sided



Qty. 3 1-sided C



B Qty. 5 1-sided

QTY 11 NEW SIGNS

No PARKING SIGN?
 NO PARKING SIGN WILL BE REMOVED
 A NEW YELLOW POST WILL BE NEEDED
 AND NO PARKING SIGN WILL BE INSTALLED
 ON NEW POST IN NEW LOCATION



THESE 3 DIRECTIONALS EXIST ON CENTRAL AVE
 NO CHANGES TO BE MADE, JUST FOR KNOWLEDGE



City of Marshfield Memorandum

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

RE: Municipal Code Amendment to Sections 18-12, 18-93, and 18-163
pertaining to the clarification and approval requirements of temporary
cranes.

Background

This topic was first discussed at the October Plan Commission meeting with staff looking for some direction as to the proper approach of regulating temporary cranes.

Analysis

The new ordinance would require crane operators to submit their projects to the FAA (when required by the FAA) to obtain a determination of safety to air navigation. Once the operator receives the determination letter from the FAA, he or she must apply for a Land Use Permit. The determination from the FAA must accompany the application. If the determination states the proposed crane is a presumed hazard to air navigation, the Land Use Permit will be denied. If the determination is that there would be no hazard to air navigation, staff will then send the determination letter and application to the Airport Manager for his review and recommendation. The Airport Manager may object to the request, but ultimately, the decision to approve lies with the Zoning Administrator. If the Zoning Administrator decides to deny the request, the applicant may appeal the decision to the Zoning Board of Appeals. There is no fee for the Land Use Permit or review of the application.

Staff has put together draft language and shared that information with the Airport Manager and Bureau of Aeronautics. Both the Airport Manager and Bureau of Aeronautics were fine with the proposed procedures for the use of temporary cranes.

Recommendation

APPROVE the proposed Municipal Code Amendment to Sections 18-12, 18-93, and 18-163 of the City of Marshfield Municipal Code, adding approval requirements and procedures for temporary cranes.

Attachments

1. Redline Draft Ordinance

Concurrence:



Jason Angell
Planning and Economic Development Director



Steve Barg
City Administrator

REDLINE DRAFT ORDINANCE NO. 1293

An Ordinance amending Section 18-12, 18-93, and 18-163 of the City of Marshfield Municipal Code pertaining to the use of temporary cranes.

The Common Council of the City of Marshfield do hereby ordain as follows:

SECTION 1. Section 18-12 of the Marshfield Municipal Code is hereby amended to include the following definition:

Temporary crane: Temporary equipment used for the construction or maintenance of a permanent structure or an individual property. Federal Aviation Administration (FAA) may require notification of temporary cranes prior to their use. See Airport Overlay District, Section 18-93, for temporary cranes that encroach into the HLZO district.

SECTION 2. Section 18-93(1) of the Marshfield Municipal Code is hereby amended to read as follows:

- (1) Intent. The intent of this overlay district is to regulate and restrict the height of structures, temporary equipment, and vegetation in the vicinity of the Marshfield Municipal Airport, to promote public safety, welfare and convenience, to increase safety in airport operations, to protect persons and property within the area, and protect the municipal investment in the airport facilities.

SECTION 3. Section 18-93(6) of the Marshfield Municipal Code is hereby amended to read as follows:

- (6) Excepted Exceptions to Height Limitations.
 - (a) Nothing in this Section shall be construed as prohibiting the construction or maintenance of any structure, or growth of any tree to a height up to 50 feet above ground level (AGL). If there is a natural elevation rise on the property, an object on that rise could be 50' AGL without violating the provisions of the Height Limitation Zoning Map, even if it penetrates the 30:1 or 50:1 surface.
 - (b) Temporary Cranes. Any temporary crane or similar temporary equipment that encroaches into the HLZO, used for construction or maintenance, is required to obtain a Land Use Permit (Section 18-163) with the City prior to use of the equipment within the HLZO. Land Use Permit must include the following:
 1. Letter of Determination by the Federal Aviation Administration (FAA) as to the effect of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace. If the FAA finds that the project poses a hazard to air navigation, the permit shall be denied.
 2. Recommendation by the Airport Manager and approval by the Zoning Administrator. Denial by the Zoning Administrator may be appealed to the Zoning Board of Appeals (Section 18-156).

SECTION 4. Section 18-163(2) of the Marshfield Municipal Code is hereby amended to include the following:

- (m) Temporary cranes that encroach into the HLZO district.

SECTION 5. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be

amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 6. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 7. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: _____

Chris L. Meyer, Mayor

APPROVED: _____

ATTEST: _____

PUBLISHED: _____

Deb M. Hall, City Clerk