

**CITY PLAN COMMISSION**  
**MARSHFIELD, WISCONSIN**  
**MINUTES OF JANUARY 15, 2008**

**PUBLIC HEARINGS (7:00 PM)**

1. Request for “M-3” General Industrial Zoning related to a Petition for Direct Annexation for a 2-acre parcel to be detached from the Town of Marshfield & annexed to the City of Marshfield; located on the east side of South Galvin Avenue, north of East 22<sup>nd</sup> Street and more specifically described as follows:

That part of the SW ¼ of the NW ¼ of Section 15, Township 25 North, Range 3 East, Town of Marshfield, Wood County, Wisconsin; Commencing at the Northwest corner of the above described property as a point of beginning; proceeding thence North along the West line of the forty, 300 feet to a point; thence East parallel with the South line of the forty, 300 feet to a point; thence South parallel with the West line of the forty, 300 feet to a point.

**FOR:** None

**AGAINST:** None

2. Conditional Use Request by Marshfield Children’s House of Montessori to allow a “Group Day Care Center” at 1033 South Adams Avenue, located in an “R-3” Standard Single Family Residential District.

**FOR:** - Kris Cuddie, owner of Marshfield Children’s House of Montessori, wants to move school from current location at old Washington School site to the South Adams Avenue site.

- Richard Kenyon, 412 Wildwood Court, owner of property at 1033 South Adams Avenue, stated that the property has been for sale since March of 2006 and the only offer he has had is from Montessori School. He has not had much luck with real estate market or renting of the property.

**AGAINST:** Melissa Lake, 605 West 11<sup>th</sup> Street, stated she is not necessarily against the proposal but does have some concerns. How does a two-story residence get used for daycare and meet ADA compliance? Her biggest concern is with traffic. Since the new Washington School was opened, traffic on Adams Avenue has increased significantly. Marshfield has received a Safe Routes to School grant to address traffic issues in the area. Her concern is primarily in the morning with drop offs at both Washington School and the day care. Day care could have up to 30 students which could add ± 20 cars to the traffic mix. Will the proposed loop in the driveway allow for ingoing and outgoing vehicles as well as parallel parking in the driveway? She suggests right turn exit out of driveway only. If day care does not flourish, what happens to the property? If circle drive is put in and driveway is widened will it have curb appeal enough to sell again for residential. Finally, she is concerned with location of the fence in the back yard – she thinks it is too close to the lot line.

**MEETING**

Meeting called to order by Chairman Meyers at 7:10 PM in the Council Chambers of City Hall Plaza.

**PRESENT:** Mayor Meyers, Dan Knoeck, Trish Siegler, Dave LaFontaine and Sharon Witt

**ABSENT:** Diane Wolf and Dave Korth

**ALSO PRESENT:** City Administrator Brehm; Planning & Economic Development Director Miller; Planner/Zoning Administrator Curtiss; Sara Wiersma; and others.

**PC08-01** Motion by LaFontaine, second by Siegler to recommend approval of the request for “M-3” General Industrial zoning related to a petition for direct annexation for a 2-acre parcel to be detached from the Town of Marshfield and annexed to the City of Marshfield; located on the east side of South Galvin Avenue, north of 22<sup>nd</sup> Street and more specifically described as follows, and request an ordinance be drafted for Common Council consideration:

That part of the SW ¼ of the NW ¼ of Section 15, Township 25 North, Range 3 East, Town of Marshfield, Wood County, Wisconsin; Commencing at the Northwest corner of the above described property as a point of beginning; proceeding thence North along the West line of the forty, 300 feet to a point; thence East parallel with the South line of the forty, 300 feet to a point; thence South parallel with the West line of the forty, 300 feet to a point.

**All ‘Ayes’ Motion Carried**

The Plan Commission discussed the concerns raised during the public hearing. Ms. Cuddie stated that the school day starts at 9 AM so most traffic will be from 8:45 to 9:10 AM. She will implement a policy of right turn exit only and will build a parking lot and turn around to accommodate entering and leaving traffic. Also, only the first floor of the house will be used for the daycare. The Planning Department will review the fence location question.

**PC08-02** Motion by Siegler, second by Witt to recommend approval of the conditional use request by Marshfield Children’s House of Montessori to allow a “Group Day Care Center” at 1033 South Adams Avenue, located in a “R-3” Standard Single Family Residential District, granting an exception to the owner-residency requirement, and subject to the following condition:

- Provide a 6-ft high opaque fence around the play area.
- Construct the looped drive and drop-off area, as identified on the site plan, with Engineering Department approval.
- Meet all requirements of the City of Marshfield Building Inspector and the Department of Health and Family Services for Group Day Care Occupancy.

**All ‘Ayes’ Motion Carried**

**PC08-03** Motion by LaFontaine, second by Siegler to recommend approval of the amendment to the Master Sign Plan for “Century Suites” at 1643 – 1649 North Central Avenue, granting flexible criteria to permitted height/area of the monument sign.

**All ‘Ayes’ Motion Carried**

**PC08-04** Motion by LaFontaine, second by Siegler to recommend approval of the Comprehensive Plan Amendment Procedures – Public Participation Plan, with the fee charged to be equal to the actual cost of required publications and mailings, and refer to the Common Council for consideration.

**All ‘Ayes’ Motion Carried**

**PC08-05** Motion by Witt, second by Siegler to receive the 2007 Annual report from Building Services Division and place it on file.

**All ‘Ayes’ Motion Carried**

Motion by LaFontaine, second by Witt that the meeting be adjourned at 7:40 PM.

**All ‘Ayes’ Motion Carried**