

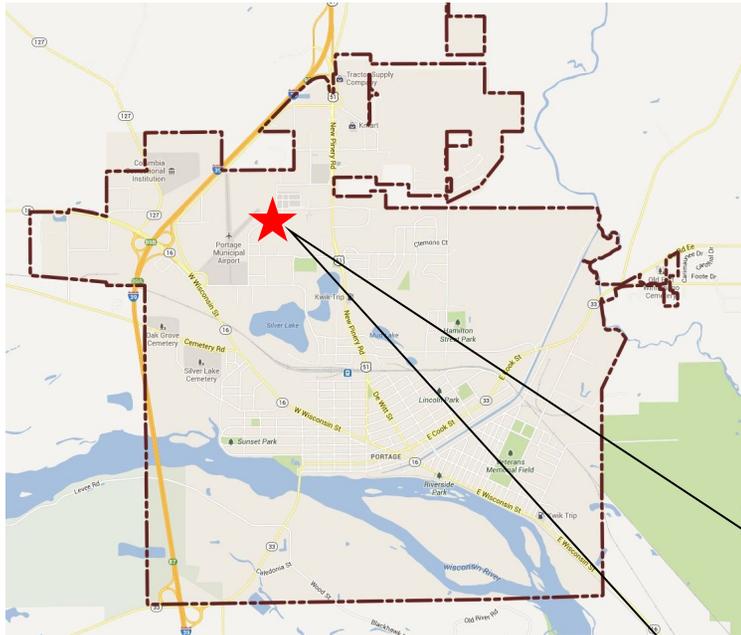


NTS

CITY OF PORTAGE, WI

Conditional Use Permit

Parcel #2512.27
Heritage House



CITY OF PORTAGE

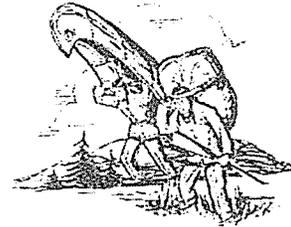
115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



'Where the North Begins'

CITY OF PORTAGE

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"Where the North Begins"

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Planning Commission of the City of Portage, Wisconsin will consider the granting of a Conditional Use Permit to David Watkins for parcel 2512.27; 2685 Airport Road, City of Portage, Columbia County, Wisconsin.

A **PUBLIC HEARING** on the request for a Conditional Use Permit to allow a 66 unit residential care dwelling will be considered at the Municipal Building in Portage, Columbia County, Wisconsin on Monday, January 19, 2015 at 6:20 p.m.

ALL INTERESTED PERSONS may appear in person or by their agent for the purpose of offering proof in support of their position, opposing or endorsing the granting of this Conditional Use Permit to said property.

DATED this 4th day of December, 2014.

By Robert G. Redelings
Robert G. Redelings, P.E.
Director of Public Works

PLEASE PUBLISH
December 15, 2014
January 6, 2015

"I would like to call this public hearing before the Plan Commission to order. This hearing is being held in accordance with Section 62.23(7)(d) of the Wisconsin Statutes, to consider actions or amendments relating to Chapter 90 of the City of Portage Code of Ordinances governing Zoning."

"I would like to introduce committee members present:

Mayor Bill Tierney-Chair
Mike Charles
Robert Redelings
Jan Bauman
Brian Zirbes- Vice Chair
Pete Tofson
Vickie Greenwold

"Staff present are:

Bob Redelings-Director of Public Works
Steve Sobiek- Director of Business Development/Planning
Shawn Murphy-City Administrator."

"The following procedures will govern these proceedings:

- The Commission will hear the petition as it is printed in the agenda.
- I will open the petition's Public Hearing and then ask staff to provide a brief explanation of the item. I will then ask the petitioner or their agent if there is anything they wish to add to the staff explanation of their proposal, after which the Commission may ask questions of staff or petitioner.
- We will then give any interested parties in favor of the petition the opportunity to be heard. The chair will then give parties wishing to object to the petition an opportunity to be heard.
- The petitioner will then be given the opportunity to respond to questions or request for clarification(s) in the application, if they desire
- The Commission will debate and make its decision after the public hearing is closed and as the petition appears on the meeting agenda."

"In regard to petition for Conditional Use permit, please note the committee's decision on the Conditional Use Permit is a decision solely of the Commission. It does not go to the City Council. The decision of the Commission is final."

'FINALLY, THERE WILL BE NO DEBATE ON THE FLOOR. ALL QUESTIONS PERTAINING TO THE PETITION WILL BE DIRECTED TO THE CHAIR. Anyone wishing to speak will approach the chair and for the record provide their full name and address."

"We are now ready to begin the hearing- I declare the public hearing to be open.

It is a Conditional Use Request to allow a 66 unit residential care dwelling (Heritage House), David Watkins, Petitioner."

"Staff will begin the hearing with their report.

- A. Is the petitioner present? Do you have anything you wish to add to the staff report?
- B. Is there anyone here who would like to speak in favor of the petition? (3 times)
- C. Is there anyone here who would like to speak against the petition? (3 times)
- D. Does the petitioner wish to offer any response to questions or clarifying comments?
- E. I declare this public hearing closed!"

Staff Report

On Conditional Use permit (CUP) for David Watkins for a 66 unit residential care dwelling (Heritage House) on parcel 2512.27; 2685 Airport Road, Portage, Wisconsin.

The applicant is seeking a conditional use permit for a community living arrangement exceeding 15 residents which is required by the City's Code of Ordinances.

In accordance with Section 90-472 (6) of the City's Code Ordinances, the Zoning Administrator presents the following findings:

1. The Conditional Use is existence and is in harmony with the recommendations of the comprehensive plan.
2. The Conditional Use will not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environment, traffic, parking, public improvements, public property, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may be in the future.
3. The Conditional Use maintains the desired consistency of land uses and development related to the environs of the subject property.
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.
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.

Additionally, as a result of the public hearing notice the City has not received any inquiries regarding the conditional use. All departments' heads have approved the permit application.

**City of Portage
Plan Commission Meeting
Monday, January 19, 2015, 6:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two
Agenda**

Members: Mayor Bill Tierney, Chairperson; Robert Redelings, City Engineer, Jan Bauman, Vickie Greenwold, Brian Zirbes, Peter Tofson, Mike Charles

Public Hearing – 6:20 pm

Consider the granting of a conditional use permit (CUP) to David Watkins for a 66 unit residential care dwelling (Heritage House) on parcel 2512.27; 2685 Airport Road, City of Portage, Columbia County, Wisconsin.

Regular Meeting – 6:30 pm

1. Roll call
2. Approval of minutes from previous meeting.
3. Discussion and possible action on Conditional Use Permit for David Watkins for a 66 unit residential care dwelling (Heritage House) on parcel 2512.27; 2685 Airport Road, City of Portage, Columbia County, Wisconsin.
4. Discussion and possible action on a request by Gary and Joyce Kasten to rename the “dead end” portion of East Haertel Street to “Skaters Way”.
5. Old Business
 - DSH Site Plan/Developer’s Agreement
 - Crawford Oil Car Wash
 - PCSD residential development on School Road (Letter from Robert C. Walz)
 - Jeanne Mundt (Pflanz) Parking Lot
6. New Business
 - Public Hearing on Proposed Zoning Map Amendments
7. Adjournment

**City of Portage
Plan Commission Meeting
Monday, December 15, 2014, 6:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two**

Members present: Mayor Bill Tierney, Chairperson; Robert Redelings, City Engineer, Jan Bauman, Brian Zirbes, Peter Tofson and Mike Charles

Members excused: Vickie Greenwold

Others present: John Morauski, Charles Poches, Jim Grothman, Kevin Meyer, Steve Vanderhoef, Steve Sobiek, Bill Welsh and Craig Sauer

Public Hearing – 6:25 pm

Consider the granting of a conditional use permit (CUP) to Richard Allen to operate an office in the home on parcel 2557; 1511 W. State Rd 33, City of Portage, Columbia County, Wisconsin.

Mayor Tierney read the Public Hearing Notice and indicated the notice was legally published. He then opened the public hearing and asked if staff provided any comments. Redelings read the previously prepared staff report. A letter from Mr. Morauski was also provided (attached).

Mayor Tierney asked the petitioner if there was anything he'd like to add to the staff report. Mr. Morauski provided a brief description of the business and indicated he also wanted a sign for the business.

Mayor Tierney asked 3 times if there was anyone present who wished to speak in favor of the petition. Hearing no response, he asked 3 times if there was anyone present who wished to speak in opposition to the petition. Hearing no response, he declared the public hearing closed at 6:34 p.m.

Regular Meeting – 6:30 pm

- 1. Roll call**
- 2. Approval of minutes from previous meeting.**

Motion by Charles, second by Tofson to approve the minutes. Motion passed 6 to 0 on call of the roll.

- 3. Discussion and possible action on Conditional Use Permit for Richard Allen to operate an office in the home on parcel 2557; 1511 W. State Rd 33, City of Portage, Columbia County, Wisconsin**

Zirbes inquired about on-site parking and the need for a DOT permit for signage. Mr. Morauski explained that there's much more land available than what's required and there's 2 existing driveways to

accommodate traffic. Director Sobiek suggested the petitioner contact Denney Drier at the DOT regarding a sign permit.

Redelings requested clarification on the property ownership. Mr. Morauski explained that he's in the process of purchasing the property from Mr. Richard Allen.

Mayor Tierney asked how often customers would be accessing the business. Mr. Morauski indicated 2 to 3 times a week. He may include some training as part of the business.

Zirbes inquired as to whether the proposed sign would be lighted. Mr. Morauski said it probably would be, but not until the spring – once the frost is no longer present. He said the sign would be no more than 4'X8' in size with copy on both sides.

Motion by Tofson, second by Charles to approve the Conditional Use Permit conditioned upon the sign meeting the City's Ordinance specifications, including setbacks. It was noted that reflective lettering would be permissible on the sign. Motion passed 4 to 2 with Zirbes and Mayor Tierney voting no.

4. Discussion and possible action on a preliminary plat for a five-lot subdivision on School Road by the Portage Community School District.

Redelings explained that the plat and engineering concerns expressed at the previous meeting were all addressed. As the final plat is developed, the notation regarding the property owner to the east would need to be removed following the parcel conveyance. Additionally, the final plat would need to be accompanied by a grading plan.

Mr. Poches indicated the parcel transfer would occur within a few weeks.

Tofson inquired as to why there was still a "future lot" designation on the Preliminary Plat. Mr. Gunderson indicated there was actually 52.5 feet of frontage and it was possible to have a residential lot in the future. Mayor Tierney inquired as to how that would occur. Redelings indicated it would take a CSM, approved by the Plan Commission. Tofson suggested the notation implied that the Plan Commission would be receptive to a future lot and that wasn't the Plan Commission's desire.

Motion by Zirbes, second by Tofson to approve the Preliminary Plat with "future lot" notation removed. Motion passed 6 to 0 on call of the roll.

5. Discussion and possible action on construction drawings for five-lot subdivision on School Road by the Portage Community School District.

Redelings only suggestion was to enlarge the pavement replacement limits at Oakridge Drive to include all pavement north of the south right of way line for School Road.

Motion by Tofson, second by Zirbes to approve the construction drawings with the noted pavement replacement limits. Motion passed 6 to 0 on call of the roll.

6. Old Business (Redelings provided the following updates):

- a. DSH Site Plan – Staff had a meeting with Divine Savior Healthcare representatives and are working thru a Developer’s Agreement. The items required by the Plan Commission are being addressed and have deadlines appropriate for the development.
- b. Crawford Oil Car Wash – The formerly approved site plan for the car wash is being reconsidered in favor of the car wash being located farther to the south and east on the parcel. A revised site plan will be presented at a future meeting.
- c. Residential kennel license for 212 Washington Street – A letter was sent to the applicant outlining the Plan Commission denial of the Conditional Use Permit and the need for the applicant to conform to the City code before the end of the 2014 calendar year.
- d. Jeanne Mundt (Pflanz) Parking Lot – No additional information has been submitted, but a more complete site plan is expected in the near future.

7. Adjournment.

Motion by Charles, second by Tofson to adjourn. Motion carried 6 to 0 on call of the roll.

Respectfully submitted,

Robert G. Redelings, City Engineer

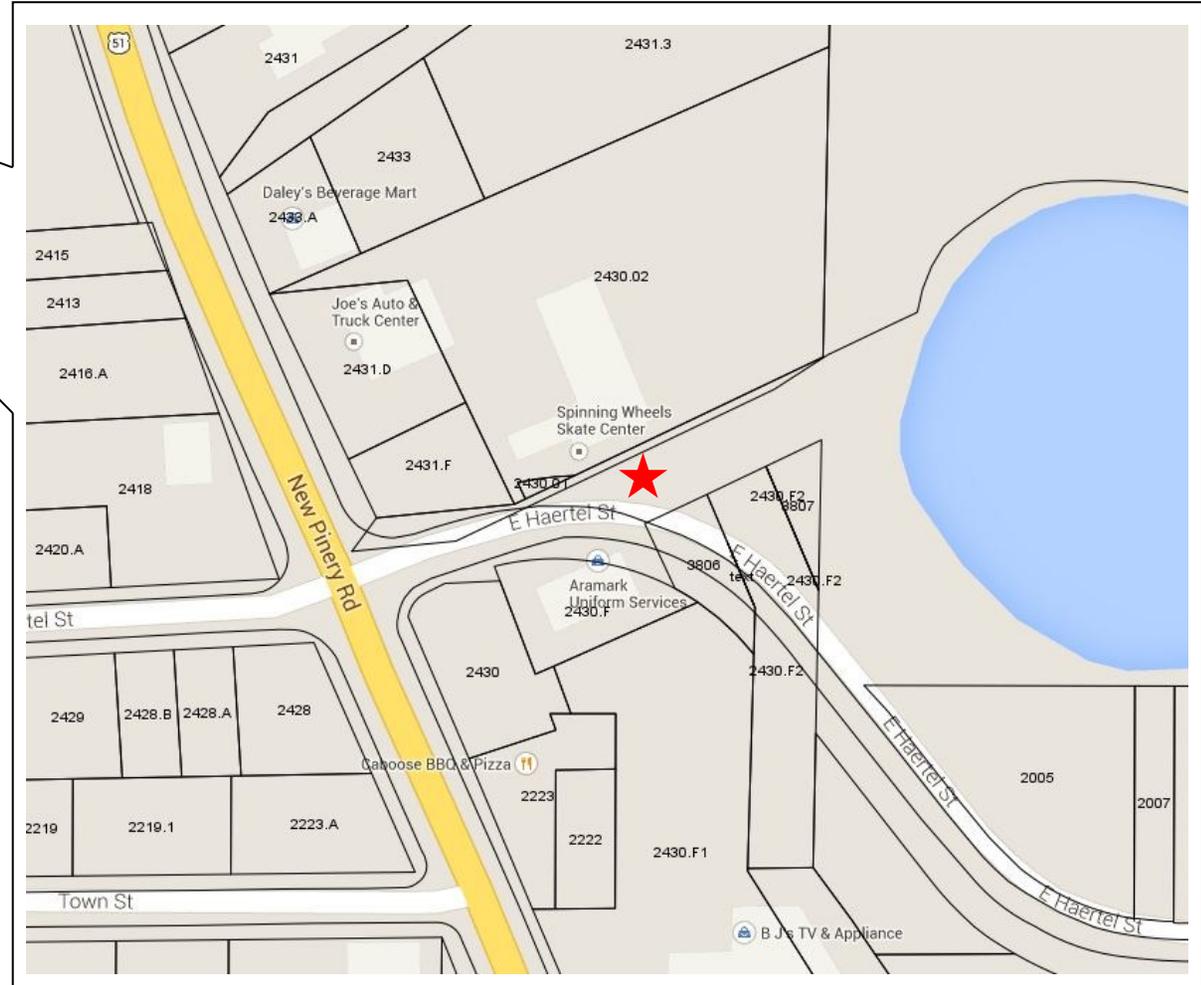
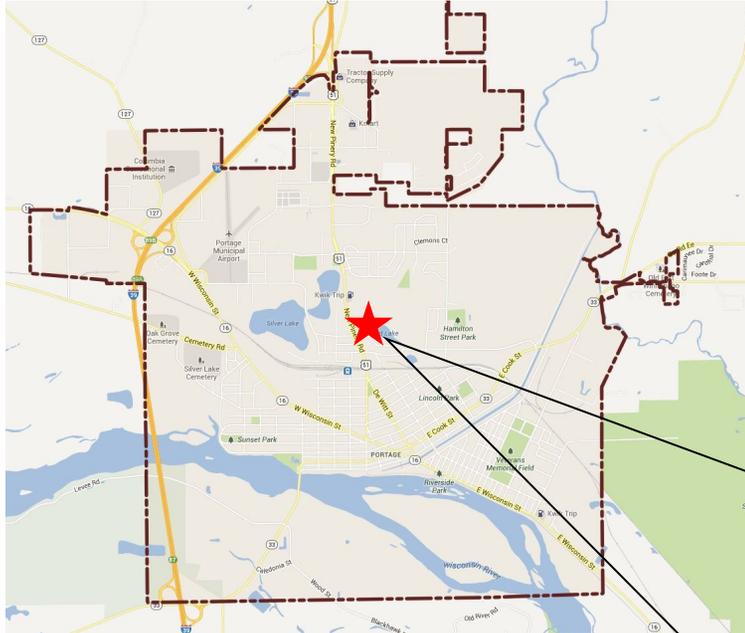
The meeting concluded at 7:19 p.m.



NTS

CITY OF PORTAGE, WI

E. Haertel St. Dead-End



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'Where the North Begins'

City of Portage

1/5/2015

We would like to propose a name change for a street in Portage. When we purchased the roller skating rink back in the 70's, E. Haertel Street was a dead end street. When the city connected Haertel Street to Albert Street many years ago, the city never changed the name of the dead end portion of E. Haertel. Now that the city is going to redo E Haertel Street we would to propose to the city to rename this street to be called Skaters Way. The reason I'm requesting that name is because this dead end street has been the home mainly to the roller skating facility since 1961, with only two owners. The owner were the Whitney's from 1961 to 1973 and the Kasten's from 1974 to present. The only person to pay taxes on the property in front of the street since 1974 has been the Kasten's. So it is for this reason we are requesting the city to rename the street Skaters Way.

Thanks

Gary & Joyce Kasten

Bob Redelings

City of Portage Director of Public Works, City Engineer

115 W. Pleasant Street

Portage, WI 53901

December 18, 2014

Dear Mr. Redelings,

Thank you for returning my call today and clarifying my questions on the proposed 5 lot preliminary plot in which the Portage School District requests to use for the future Building Trades Program.

As I mentioned on the phone I entirely intended to make an appearance at the meeting in which to provide comments to be used in the Planning Commissions consideration of the proposed plat. I had all good intentions and did not do my part in keeping tabs on date of the meeting. Thank you for allowing me to submit in writing what I planned to talk about had I made the meeting. Attached are my notes and my worksheet.

I submit these in writing so that I do not miss another meeting and my comments are heard. I respectfully request that the Plan Commission consider my request. I also offer to make an appearance in person if so desired by the Plan Commission or yourself.

Thank you again

A handwritten signature in black ink, appearing to read "R. C. Walz", with a long horizontal flourish extending to the right.

Robert C. Walz

530 Winnebago Ave.

Portage, WI 53901

608-772-1053

Good evening my name is Rob Walz and I live at 530 Winnebago Avenue in Portage.

I wish to support of the proposed development provided the homes fit into our development.

The 5 or 6 parcels are 1 block north of Slifer Street.

The average appraised values of the current blocks are (as taken from the counties web site)

Oakridge \$174,000, Winnebago \$222,000, and Pine Ridge Cir. \$281,000

My request is that no house be built that does not meet or exceed the average of the neighborhood.

Depending on how you decide you could average all 3 streets at \$225,000 or just Oakridge and Winnebago at \$198,000.

I do not feel that valuing the sites at the value of Oakridge is fair to my values on Winnebago.

My point is that the last house the Building Trades program built assessed at \$135,200.

Though I do support the district program and welcome the construction and see it as a good thing.

I do not desire to have homes of a value of \$135,000 be built in a neighborhood of higher values.

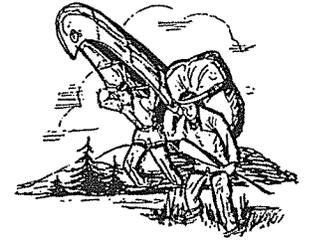
Please consider restricting the property to an assessed value of \$198,000 or higher when considering this project.

Thank you and good evening.

Rob Walz

CITY OF PORTAGE

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"Where the North Begins"

January 9, 2015

Re: Public Hearing for Proposed Zoning Map Amendments to Specified Properties

Dear Property Owner:

Enclosed please find a notice for a Public Hearing before the Portage Plan Commission on **February 16, 2015 at 6:25 pm**. You are receiving this letter and notice as your property maybe included in the proposed zoning amendments that will be considered by Plan Commission (please refer to the enclosed notice which lists affected properties). Additionally, this letter and notice is sent to property owners adjacent to the affected properties for their information. Staff has reviewed the current City Zoning Map (adopted 4/14/2011), which can be viewed at the Municipal Building, 115 W. Pleasant Street or the City's website (www.portagewi.gov).

The zoning changes have been proposed to more accurately reflect current and future uses of the identified parcels. Specifically, several properties in the City have undergone changes in their use and it was observed that a sufficient number of properties were identified where the land use is not compatible with the zoning designation over a larger scale. For those areas in which over 50% of the existing land use is not compatible with the current zoning designation, problems may occur with maintaining/improving/expanding existing structures by owners. None of the proposed zoning amendments will result in the diminishment of use or enjoyment of your property as it is currently used.

You may attend the Public Hearing on February 16, 2015 or submit comments on the proposed zoning amendments prior to the hearing. If you have any questions, please feel free to contact Bob Redelings, City Engineer at 608-742-2716, Ext. 325 or myself at Ext 324.

Sincerely,

Shawn M. Murphy
City Administrator

Enclosure