



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation, or Sub-unit thereof.

Meeting: PLAN COMMISSION
Members: Tipple (C), Lindman, Rosenberg, Oberbeck, Bohlken, Gisselman
Location: Common Council Chambers, 407 Grant Street.
Date/Time: Tuesday, June 16, 2015 at 5:00 p.m.

1. Approve the minutes of the May 19, 2015 and June 2, 2015 meetings.
2. **PUBLIC HEARING:** Discussion and possible action on rezoning 624 Washington Street from R4, General Residence District to B2, Community Service District. (REI Engineering, Inc.)
3. **PUBLIC HEARING:** Discussion and possible action on rezoning 1205 Grand Avenue from R3, Two Family Residence District to R4, General Residence District and approve a conditional use to allow for a financial office. (Meverden)
4. **PUBLIC HEARING:** Discussion and possible action on approving Plan for Amendment Number Four of Tax Incremental District Number Five.
5. Approve a one-year extension on the conditional use permit at 725 Woods Place for construction of a hangar on airport property.
6. Discussion and possible action on dedication of right-of-way and easement for 3385 Horseshoe Spring Road.
7. Discussion and possible action on Amendment to the Transportation Project Plat for South 52, Project ID 6999-03-28.
8. Discuss update to City of Wausau Comprehensive Plan.
9. Discussion and possible action on the East Riverfront Brownfields Area-Wide Plan.
10. Next meeting date and future agenda items for consideration.

Adjourn

COMMITTEE CHAIRPERSON: MAYOR JAMES E. TIPPLE

Questions regarding this agenda may be directed to the City Planning Office @ (715) 261-6760.

This Notice was posted at City Hall and faxed to the *Wausau Daily Herald* newsroom on June 12, 2015 at 2:00 p.m.

It is possible that members of, and possibly a quorum of members of, other committees of the Common Council of the City of Wausau may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any such group(s) at the above-mentioned meeting other than the committee specifically referred to in this notice.

Distribution: *Wausau Daily Herald*, *City Pages*, Common Council, Department Heads, Plan Commission, Hebert, Lenz, DeSantis, Parks Dept., Werth, Schock, County Planning, REI Engineering, Inc., Meverden

Please note that upon reasonable notice efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, please contact the City Clerk, 407 Grant Street, Wausau WI 54403, phone 715-261-6620.

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, May 19, 2015, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Lindman, Rosenberg, Gisselman, Oberbeck

Others Present: Lenz, Hebert, DeSantis, Stephenson, Ghidorzi, Sullivan, Pratt, Bawling, Rolling

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Lindman called the meeting to order at 5:00 p.m. noting that a quorum was present.

Approve the minutes of the April 29, 2015 meeting.

Rosenberg motioned to approve the minutes of the April 29, 2015 meeting. Oberbeck seconded, and the motion carried unanimously 4-0.

PUBLIC HEARING: Approve a conditional use at 630 Adams Street to allow for an educational institution located on less than a 40,000 square foot lot, in an R3, Two Family Residence District. (Acton Academy Wausau, Inc.)

Anne Stephenson, head of Acton Academy Wausau, Inc., thanked the commission. The conditional use is for Immanuel Lutheran Church. There is a wing that is almost vacant. The one-room school incorporates e-learning and is very innovative. The existing zoning code was just changed to have the possibility of a school at this location. There are currently eight (8) students enrolled this year and 15 students next year. There is a cap of 36 students. Stephenson said it is a wonderful program.

Lindman closed the public hearing.

Lenz said that with the ordinance change this use could be allowed, if approved by the Plan Commission and Common Council. The proposed use is similar to past uses in the building and will complement the church use. Lenz said he does not see any issues with parking or overcrowding and thinks it would be a good fit for the building.

Rosenberg motioned to approve a conditional use at 630 Adams Street to allow for an educational institution located on less than a 40,000 square foot lot, in a R3, Two Family Residence District. Gisselman seconded and the motion carried unanimously 4-0. This item will go to Common Council on May 26, 2015.

PUBLIC HEARING: Amend the UDD at 1801 and 1901 Westwood Center Boulevard to include a new General Development Plan with a single multi-story healthcare facility. (Freeman White Architecture)

Chuck Ghidorzi introduced himself, as well as Joe Sullivan, Bob Pratt, and Jeff Bawling. The original plan of the UDD development included three buildings. Of the three buildings, only one has been built – GI Associates. The space used for the two buildings, would be combined for one building using the total square footage. The size of the new building would be 47,000 square feet. The first item will be to modify the general development plan. The plan is to build a 3-story building and the parking associated with it.

Kathy Rolling, GI Associates, said the location is wonderful and will be enhanced by building on the medical emphasis. In addition, the parking ability has been outstripped and hopes to enhance the parking. The employees currently have to park across the road to the south and it is very dangerous to cross every day.

Lindman closed the public hearing.

Lenz said the first item is to amend the general development plan from two additional buildings to the one being proposed. The plan has continued to be modified since the packet was sent out and the new plan shows more parking spaces have been added and some items will be discussed in the precise implementation plan.

Rosenberg motioned to amend the UDD at 1801 and 1901 Westwood Center Boulevard to include a new General Development Plan with a single multi-story healthcare facility. Oberbeck seconded and the motion carried unanimously 4-0. This item will go to Common Council on June 10, 2015.

Approve the Precise Implementation Plan at 1801 and 1901 Westwood Center Boulevard for a single multi-story healthcare facility.

Ghidorzi said that there are challenges with the site. There are high lines that go over the old Bridge Street. The lines will be buried along with the cable. There is quite a bit of retaining wall that will be required on the east side of the property. This will be used to improve the patient parking. The elevation will be raised to match the 1st floor garden level to extend to Bridge Street. It would otherwise be a challenge by patients and staff to get to the parking area. The 1st plan showed 79 parking stalls with a stairway dropping 12 feet. The entire parking lot will be lowered through blasting and create an access that would be more convenient for patients and employees. This direction makes the most sense and makes room for an expansion for building or parking. It will be a very nice medical campus and it is an opportunity to work together. Ghidorzi said they would like the city to consider an encroachment or easement on what is a 28' right-of-way strip on the old Bridge Street. Ghidorzi said he would like to look at the possibility of developing 15' of that, which would leave 13'8" for a nice a parkway. The building elevations show brick on four sides with glass also on all sides. The building will look like a pinnacle point as one would see as they travel up Bridge Street.

Pratt showed images of how the building would look from different angles and said that the natural stone will create a monumental piece for the entrance. The building will be lit up at night to create a lantern for the building and also highlighting it. The exam rooms will be located on the side with fewer windows. This will be an asset to the community. Ghidorzi added that the landscaping plan was completed by Rettler. Ghidorzi said that they are trying to advance this and would like to start certain aspects of construction as early as next month. Ghidorzi said the Rettler sent over the preliminary grading plan over to Engineering Department and is working with Sean Gehin. A lighting plan was also sent to Brad Lenz. This will leave the signage review, which will be brought in at a later time.

Lenz said that staff had a couple of questions that were found after submission of the plans. There was a crosswalk going down the internal driveway on the original plan and he asked how the sidewalk would connect to the parking lot. Pratt said a sidewalk would connect to the crosswalk. Lenz said the southern driveway is a one-way into the campus and it looks like there would be a driveway from there out to the southern driveway and asked if there would be a design consideration to direct vehicles around. Pratt said that narrowness has been reviewed and said way-finding signage would be installed. Lenz said that the lot has a steep incline but asked if there would be any consideration to add any landscaping, particularly on the west side. Pratt said he wasn't sure how much topsoil there it, but they would like to soften it. Due to the rocks, he wasn't sure how much landscaping could be done. Ghidorzi added that they would like to get something in. Rock will look good, but landscaping would look better. Lenz asked if the dumpster would be screened on the front side of the development and if it would be well hidden. Ghidorzi answered that they will be well hidden. There isn't a good spot for them, but it won't be seen with the 14' retaining walls. Pratt added that it will be a natural enclosure.

Lenz said that at times, some items are deferred to staff as a condition of an approval. The stormwater plans have been submitted to the engineering staff as recommended. A photometric plan was submitted and he recommend looking at fixtures to make sure they are dark-sky friendly. Signage will need to be

reviewed, when it is selected. The Plan Commission can review or staff approval can be done. The north side of the parking lot is currently shown as part of public right-of-way. An agreement or street vacation process may need to occur, which would involve separate committees. Staff recommends approval with the conditions that the stormwater plan, lighting fixture plan, landscaping plan and the signage plan get reviewed and that the petitioners work with the right-of-way issue for the parking stalls.

_____ the meeting

Gisselman asked how the process for the stormwater plans would work. Lenz said that Gehin is looking at the plans but that it is being accommodated by a regional pond system near Highway 52. Gisselman asked how it will be enforced. Lindman answered that would be done by engineering staff. Lenz said that if it doesn't work, it will come back if the site needs to be modified. Gisselman asked about easements. Lenz said that Westwood Center Boulevard that runs east and west into the cul-de-sac, would be used for the perpendicular stalls that are currently shown in city right-of-way.

Oberbeck motioned to amend the precise implementation plan at 1801 and 1901 Westwood Center Boulevard for a single multi-story healthcare facility with the conditions: the stormwater plan gets approved by the Engineering Department, the lighting fixture gets approved by staff, the landscaping plan gets approved by staff, the signage gets approved by staff, and the petitioners work with staff on the public right-of-way issues for the parking stalls. Rosenberg seconded and the motion carried unanimously 4-0. This item will go to Common Council on June 10, 2015.

PUBLIC HEARING: Amend various sections of the *Wausau Zoning Code* pertaining to: (a) Brewpubs and microbreweries; (b) Size of parking spaces; (c) Illuminated signs; (d) Shoreland-wetland zoning; and (e) Director's position title.

Lindman closed the public hearing.

Hebert said that this item is to update the zoning code and get it in-line with some state statutes and design standards. This item is also for clarification for personnel titles. Part of this item is removing of satellite dishes from the ordinance. There has never been a permit issued and staff have not been enforced the ordinance. This list will be reviewed by the city attorney prior to going to the Common Council meeting.

Oberbeck asked if the parking sizes would set a new standard. Hebert answered yes. Oberbeck said he has concerns of 9' wide and 18' long parking spaces, as there seems to be an influx of larger vehicles. Hebert said that all proposals have been having 9' wide and 18' long parking spaces with a 24' drive aisle. It was just not noted. These are the standards that are being used. Lenz said that it is a minimum, it can be increased. Oberbeck said that minimum seems to be the design book. Lindman added that the drive lane is a minimum of 24', which is not included. Oberbeck said some lots are designed without the overhang and it could be tough for emergency vehicles. Gisselman said with the wave of smaller cars and asked if there is thought about opening it up for smaller car spaces. Hebert said that this was a quick review of the what is currently in the zoning code and if there is anything that needs to be changed with what is going on right now. There isn't a design standard in the zoning code that reflects compact cars, at this time.

Rosenberg motioned to amend various sections of the *Wausau Zoning Code* pertaining to: (a) Brewpubs and microbreweries; (b) Size of parking spaces; (c) Illuminated signs; (d) Shoreland-wetland zoning; and (e) Director's position title. Gisselman seconded and the motion carried unanimously 4-0. This item will go to Common Council on June 10, 2015.

Next meeting date and future agenda items for consideration.

The next meeting is scheduled for June 16, 2015. Lenz said that Phil Valitchka is not seeking a

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, June 2, 2015, at 4:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Tipple, Lindman, Rosenberg, Oberbeck, Bohlken

Others Present: Lenz, Jacobson

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Mayor Tipple called the meeting to order at 4:00 p.m. noting that a quorum was present.

Approve petition for annexation – Leczaj, 1707 East Hamilton Street (080-2908-304-0996, Town of Wausau).

Lenz said that the property owner is looking for city sewer and water due to a failing septic system. The property needs to be part of the city in order to receive city services. The petition has been received and this commission needs to review the petition after CISM, which has already approved it. The city will have to pay Town of Wausau their portion of taxes for the next five years. A letter was received from the state indicating that it is in the public interest to accept the annexation. Staff recommends approval.

Bohlken motioned to approve the petition for annexation – Leczaj, 1707 East Hamilton Street (080-2908-304-0996, Town of Wausau). Rosenberg seconded, and the motion carried unanimously 5-0.

Adjourn.

Rosenberg motioned to adjourn. Bohlken seconded, motion carried 4-1. Mayor Tipple said that he is working on getting an additional citizen member for the meeting. The meeting adjourned at 4:05 p.m.

The Plan Commission is next scheduled to meet at 5:00 pm on June 16, 2015.



STAFF REPORT

TO: City of Wausau Plan Commission
FROM: Brad Lenz, City Planner
DATE: June 10, 2015

GENERAL INFORMATION

APPLICANT: Brett Danke, Red Eye Holdings, LLC

LOCATION: 624 Washington Street

EXISTING ZONING: R4, General Residence District

REQUESTED ZONING: B2, Community Service District

PURPOSE: To construct a parking lot for customers of Red Eye Brewing Company located directly west of the subject parcel. Parking lots are permitted in the existing R4 District, but a zoning change to B2 is being sought to maximize the number of off-street spaces that can be built in the new lot.

EXISTING LAND USE: Vacant (former duplex home)

SIZE OF PARCEL: 0.16 acres

SURROUNDING ZONING AND LAND USE:

North: B2, Community Service District; Office and multi-family homes
South: B2; Assorted commercial
East: R4, General Residence District; Single-family home
West: B3, General Commercial District; Bar/lounge

See attached Zoning Map

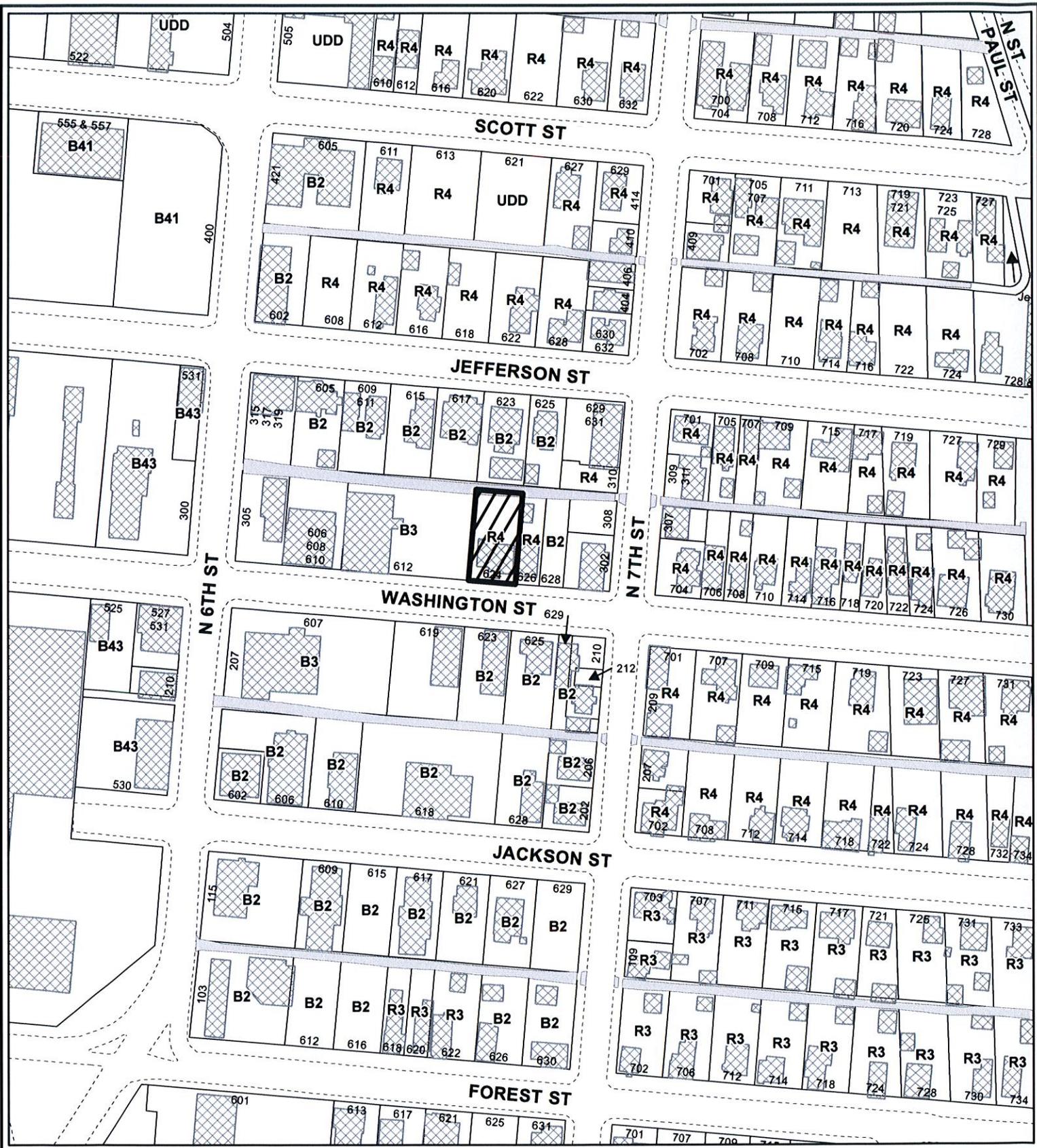
ANALYSIS

Per Wausau Municipal Code 23.78.060, the plan commission shall make zoning change recommendations based upon the evidence presented in each of the following matters where applicable:

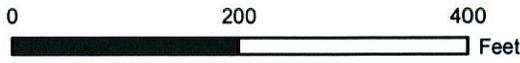
- (a) Existing use of property within the general area of the property in question and the effect the proposed rezoning is likely to have on these land uses;*
- (b) The compatibility of the land uses which would be permitted by the zone change with the existing or planned land uses within the general area of the property in question;*
- (c) The zoning classification of property within the general area of the property in question;*
- (d) The suitability of the property in question to the uses permitted under the existing zoning classification;*
- (e) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the day the property in question was placed in its present zoning classification;*
- (f) Whether the proposed zone change is generally consistent with the goals, objectives and policies identified in the City of Wausau Comprehensive Plan*
- (g) The nature and extent of the input received at the public hearing regarding the proposed zone change;*
- (h) The precedence, if any, that approval of the requested zoning could have on similar requests made elsewhere in the city; and*
- (i) If the property was recently annexed, the zoning classification of the property prior to annexation.*

Commercial zoning is adjacent to the subject parcel on three sides. The small residentially-zoned parcel directly to the east is the only remaining residential parcel on this block of Washington Street. This block has historically been a mix of commercially and residentially zoned properties, with land uses being similarly mixed. Some parcels on the block have changed over the years from residential to commercial, as would be the case with the proposed rezoning. The current pattern in the immediate area, in essence, shows 7th Street as a divider between predominantly residential land uses to the east, and more commercial uses to the west.

Staff recommends approval of the zoning change. The petitioners will need to obtain a parking lot permit through the Division of Inspection and Zoning to ensure that proper setbacks and design standards will be followed.



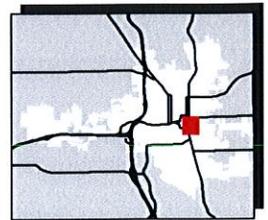
Map Date: June 3, 2015

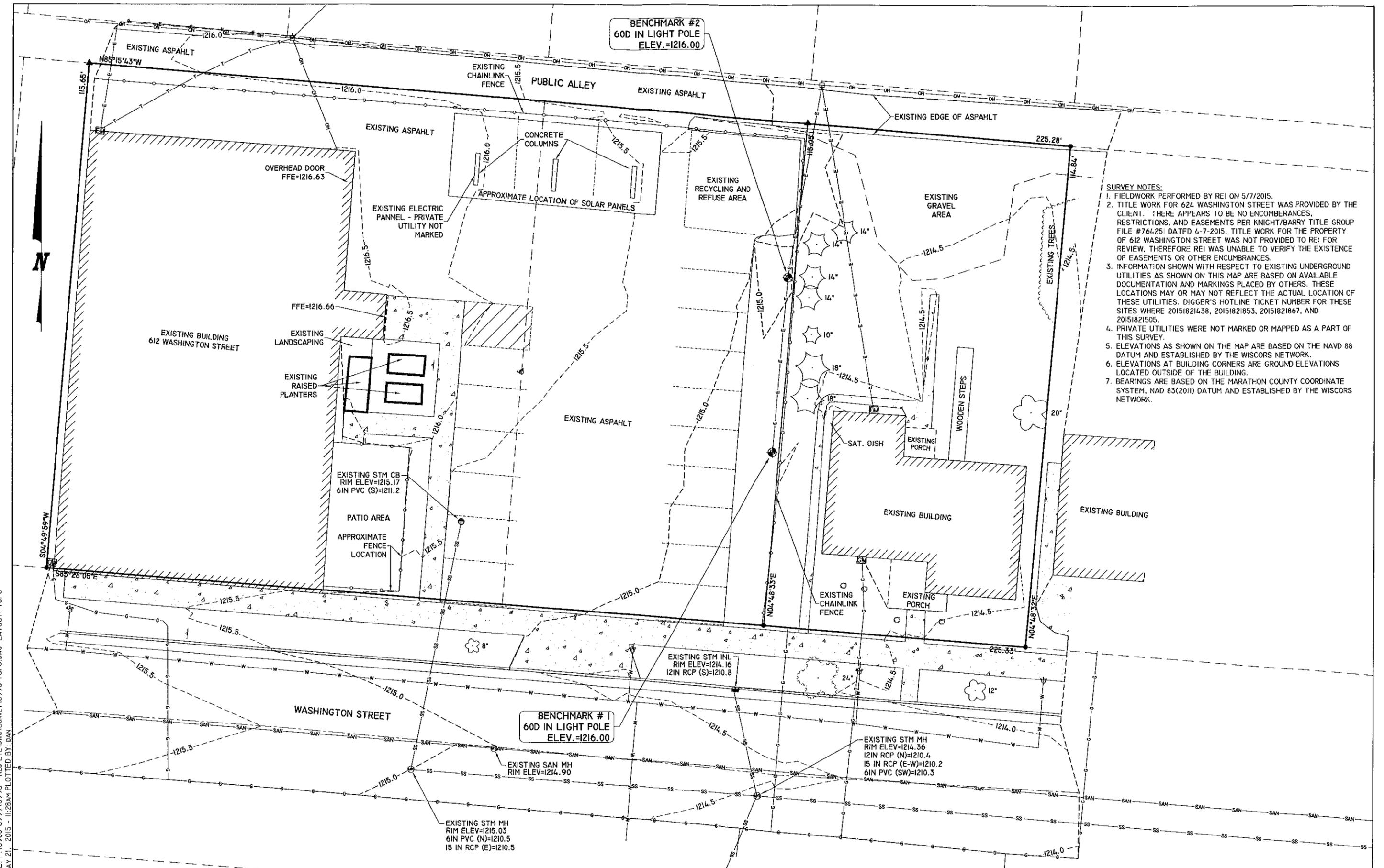


City of Wausau
Marathon County Wisconsin

-  Building
-  Area of Interest

Map Location

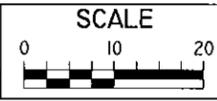




- SURVEY NOTES:**
1. FIELDWORK PERFORMED BY REI ON 5/7/2015.
 2. TITLE WORK FOR 624 WASHINGTON STREET WAS PROVIDED BY THE CLIENT. THERE APPEARS TO BE NO ENCUMBRANCES, RESTRICTIONS, AND EASEMENTS PER KNIGHT/BARRY TITLE GROUP FILE #764251 DATED 4-7-2015. TITLE WORK FOR THE PROPERTY OF 612 WASHINGTON STREET WAS NOT PROVIDED TO REI FOR REVIEW, THEREFORE REI WAS UNABLE TO VERIFY THE EXISTENCE OF EASEMENTS OR OTHER ENCUMBRANCES.
 3. INFORMATION SHOWN WITH RESPECT TO EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS MAP ARE BASED ON AVAILABLE DOCUMENTATION AND MARKINGS PLACED BY OTHERS. THESE LOCATIONS MAY OR MAY NOT REFLECT THE ACTUAL LOCATION OF THESE UTILITIES. DIGGER'S HOTLINE TICKET NUMBER FOR THESE SITES WHERE 20151821438, 20151821853, 20151821867, AND 20151821505.
 4. PRIVATE UTILITIES WERE NOT MARKED OR MAPPED AS A PART OF THIS SURVEY.
 5. ELEVATIONS AS SHOWN ON THE MAP ARE BASED ON THE NAVD 88 DATUM AND ESTABLISHED BY THE WISCORS NETWORK.
 6. ELEVATIONS AT BUILDING CORNERS ARE GROUND ELEVATIONS LOCATED OUTSIDE OF THE BUILDING.
 7. BEARINGS ARE BASED ON THE MARATHON COUNTY COORDINATE SYSTEM, NAD 83(2011) DATUM AND ESTABLISHED BY THE WISCORS NETWORK.

DRAWING FILE: P:\6900-6999\6996 - RED EYE.DWG SURVEY\6996 TOPO.DWG LAYOUT: TOPO PLOTTED: MAY 21, 2015 - 11:28AM PLOTTED BY: DAN

REI Engineering, INC.
 4080 N. 20TH AVENUE
 WAUSAU, WISCONSIN 54401
 PHONE: 715.675.9784 FAX: 715.675.4060
 EMAIL: MAIL@REIENGINEERING.COM



DATE	REVISION	BY	CHK'D

DESIGNED BY:	CHECKED BY: AJB
SURVEYED BY: AJB, JLR	APPROVED BY: JWP
DRAWN BY: JWP	DATE: 5-8-2015

TOPOGRAPHIC SURVEY
 RED EYE BREWING COMPANY
 612 WASHINGTON STREET
 WAUSAU, WISCONSIN 54403

REI
 REI No. 6996
 SHEET TOPO



STAFF REPORT

TO: City of Wausau Plan Commission
FROM: Brad Lenz, City Planner
DATE: June 10, 2015

GENERAL INFORMATION

APPLICANT: Germaine Meverden

LOCATION: 1205 Grand Avenue

EXISTING ZONING: R3, Two Family Residence District

REQUESTED ZONING: R4, General Residence District, and Conditional Use Permit

PURPOSE: To allow a financial office in an existing residential structure. A conditional use for offices (business and professional) may be allowed by conditional use in the R4 district.

EXISTING LAND USE: Single family home

SIZE OF PARCEL: 0.31 acres

SURROUNDING ZONING AND LAND USE:

North: R3, Single Family Residence District; One- and two-family homes

South: R3; Vacant (former home destroyed by fire)

East: R3; One- and two-family homes

West: R4, General Residence District; Office and mixed residential

See attached Zoning Map

ANALYSIS

Per Wausau Municipal Code 23.78.060, the plan commission shall make zoning change recommendations based upon the evidence presented in each of the following matters where applicable:

- (a) *Existing use of property within the general area of the property in question and the effect the proposed rezoning is likely to have on these land uses;*
- (b) *The compatibility of the land uses which would be permitted by the zone change with the existing or planned land uses within the general area of the property in question;*
- (c) *The zoning classification of property within the general area of the property in question;*
- (d) *The suitability of the property in question to the uses permitted under the existing zoning classification;*
- (e) *The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the day the property in question was placed in its present zoning classification;*
- (f) *Whether the proposed zone change is generally consistent with the goals, objectives and policies identified in the City of Wausau Comprehensive Plan*
- (g) *The nature and extent of the input received at the public hearing regarding the proposed zone change;*
- (h) *The precedence, if any, that approval of the requested zoning could have on similar requests made elsewhere in the city; and*
- (i) *If the property was recently annexed, the zoning classification of the property prior to annexation.*

As noted above, the underlying zoning of the property would need to change from R3 to R4 in order for a conditional use to be approved. The above standards apply when considering zoning changes; separate standards listed below apply for conditional uses.

Whether the rezoning request meets the above standards depends largely upon how the “general area” around the property is defined. Properties east of Grand Avenue are zoned and used mainly for small-scale (i.e., one- and two-family) residences. West of Grand Avenue, the R4 zoning allows multi-family developments as well as small-scale businesses. The subject property is considered adjacent to property across Grand Avenue for zoning purposes. However, the street is effectively functioning as a dividing line between the R3 and R4 zoning districts, and it could be argued that the busy arterial street divides two distinct areas. From this perspective, (i.e., grouping the subject parcel only with properties on the east side of Grand Avenue), several of the first few standards may be questionable as applied to the proposed rezoning.

The standard pertaining to the *Wausau Comprehensive Plan* could also be problematic for the requested rezoning. In the land use chapter, a commercial development goal is to reserve areas for commercial use which have safe and efficient vehicular and pedestrian access and good visibility and will minimize land use conflict with areas of residential development. A specific strategy/action under this goal reads as follows: *To ensure the integrity of the Grand Avenue corridor... a complete moratorium on rezoning any Grand Avenue property... to commercial use should be established. Further, certain areas presently zoned for commercial use should be considered for rezoning to residential use (for apartments or duplexes) to improve traffic flow and safety along these congested arterial streets.* Although an official rezoning moratorium has not been established on Grand Avenue, the comprehensive plan seems to discourage upzoning properties along Grand Avenue to allow more intense uses.

An argument to the contrary could be that the property would technically still be zoned residentially and not commercially. Also, the “general area” as discussed above could be viewed as properties on both sides of Grand Avenue, thereby increasing its consistency with its neighbors.

For the conditional use request, plan commission recommendations are based on the following standards (Wausau Municipal Code 23.72.060):

(a) That the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

(b) That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

(c) That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

(d) That adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided;

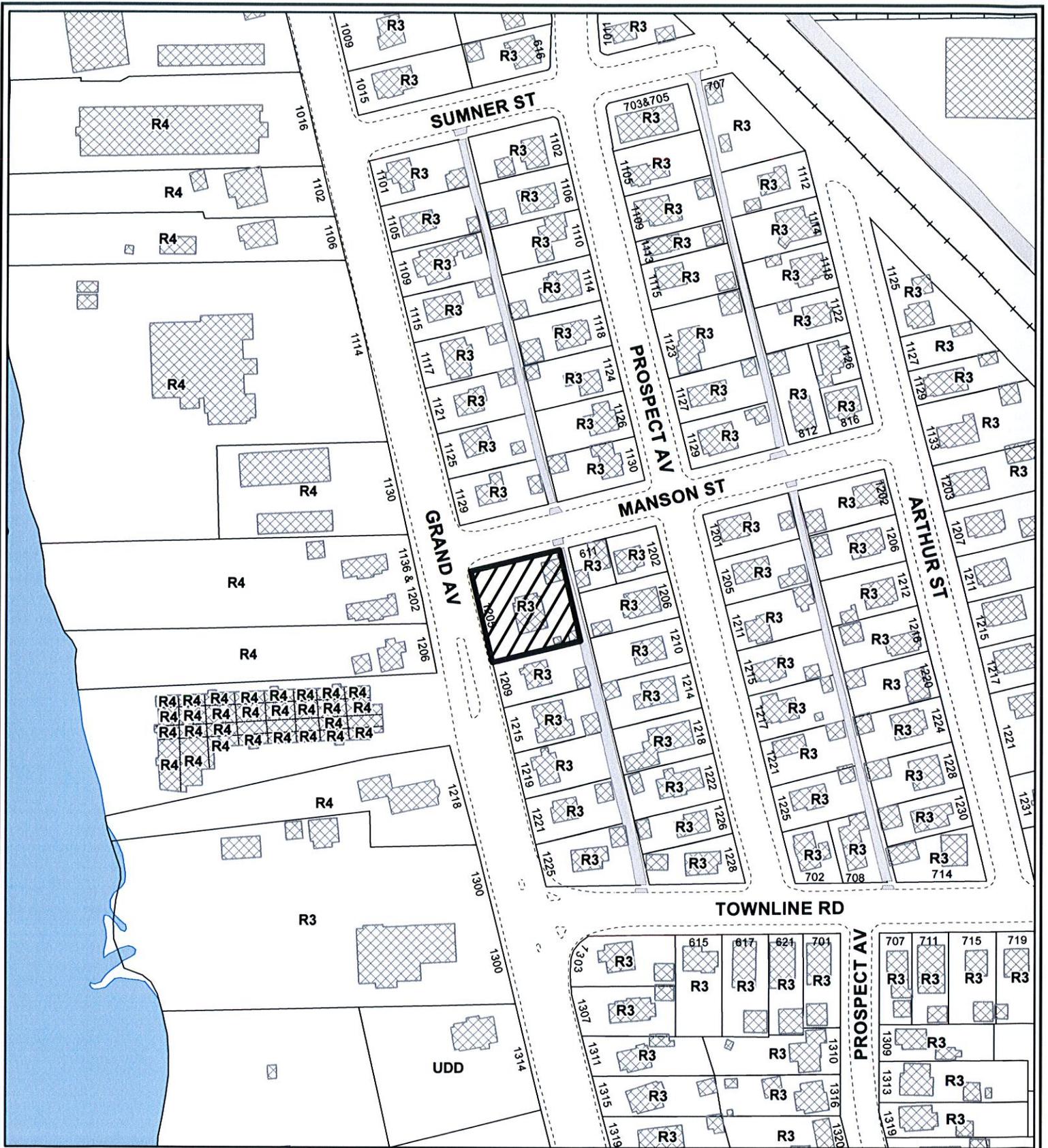
(e) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and

(f) That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as the regulations may, in each instance, be modified by the common council pursuant to the recommendations of the city plan commission.

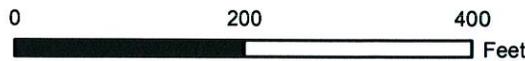
If the plan commission and council find the zoning change to be acceptable, then staff feels the proposed use, based on the conditional use standards above, should also be recommended. The use would be a relatively small office, approximately 2,000 square feet, that would have minimal impacts to surrounding property owners. The small amount of parking needed for the business could likely be accommodated on site. Signage for the business would be tightly controlled under residential zoning requirements.

Staff does not feel the rezoning should be granted without the conditional use approval, as the underlying zoning would permit uses that could be viewed as more intensive than the proposed office. Examples of such uses are multi-family dwellings, community living arrangements, as well as non-residential uses such as recreational and social facilities.

As a caution to the proposed rezoning, if the conditional use were to extinguish in the future, the underlying zoning would remain and uses permitted in the district, such as those listed above, would be allowed without City review. Also, the proposed rezoning would make adjacent parcels to the east candidates for rezoning to R4, whereas currently they would not be allowed to petition for such rezoning.



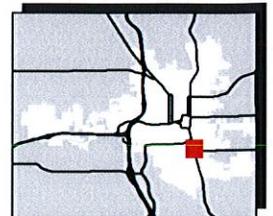
Map Date: June 3, 2015



City of Wausau
Marathon County Wisconsin

-  Building
-  Area of Interest

Map Location



5. What is the area, in square feet, of the property on which the establishment of the conditional use is requested? _____
6. What is the present zoning of the subject property? R3
7. What is (are) the present use(s) of the subject property? Residential
8. Proposed use(s) of property: Financial office

Primary Use (reason for conditional use request): Running my financial business and Meeting with Clients

Secondary use (if any) of property in addition to the conditional use: _____

Other use(s): _____

9. Describe in detail the nature of your proposed conditional use request. Include information regarding construction of new buildings, remodeling of existing buildings, location and amount of parking, number of employees, hours of operation, proposed type, size, location, and style of any new sign(s), and other pertinent information. (This information may be provided on a separate sheet or sheets)

Generally, a site plan and more detailed information about any buildings will need to be submitted in order to more accurately explain your proposal. This is described in greater detail in the attached section, "*Site Plan and Building Information*".

This application, the site plan and all other information provided by the applicant, including testimony made at the public hearing, become part of the public record of your conditional use request. Any material variations from this application could be cause for the Plan Commission to void this application and require the applicant to reapply for the conditional use. Therefore, do not make written or verbal statements regarding the proposed use(s) that are not entirely accurate. (Include additional page(s) if necessary)

A handicap ramp will be added for entrance into building. The house will be re-wired, air conditioning will be added and a handicap accessible rest room will be added. There will be three employees to begin with with.
1 car full time, 2 cars part time and clients possibly with a maximum of 2 hours each. Monday through Friday 8-5 or 6pm. There will probably be a sign located in the corner of the lot. That sign has not yet been created.

NOTE: If you are submitting an application for a community living arrangement (group home, community based residential facility, etc.) please request a copy of the City's *Policy Regarding Location and Distribution of Community Living Arrangements* (April, 1996). This policy is available from the Inspections Department and identifies additional information that **MUST be submitted with your conditional use application for this type of use.**



Memorandum

From: Brad Lenz
To: Plan Commission
Date: June 11, 2015
Subject: Tax Increment District #5, Amendment 4

Purpose

To approve a fourth and final amendment to Tax Increment District #5 (TID 5).

Background

An amendment to TID 5 is being proposed to help relocate Wausau Chemical from the riverfront to the Business Campus. The City approached Wausau Chemical to initiate this discussion several months ago, and since then both sides have been doing their due diligence on the feasibility of the move, which has the potential to be mutually advantageous.

The City's Economic Development and Finance Committees have both reviewed the TID plan and have recommended its adoption. The plan has also been introduced to the Joint Review Board, which is composed of members from the other local taxing jurisdictions. The board will take action on the proposed plan following the public hearing at plan commission and a vote by Wausau's Common Council.

Discussion and Recommendation

Please see the attached plan for details on the proposed amendment. The plan will be summarized in a presentation at the public hearing. Staff recommends adoption of the plan.



Memorandum

From: Brad Lenz
To: Plan Commission
Date: June 11, 2015
Subject: Extension of conditional use at 725 Woods Place

Purpose

To approve an extension for the conditional use permit at 725 Woods Place (Wausau Downtown Airport) to allow a private airplane hangar.

Background

A conditional use permit was approved by the Common Council in August of last year to allow for a 100 by 116 foot hangar. Construction of the hangar has not yet commenced, and the petitioners are seeking a one year extension on the conditional use permit.

Discussion and Recommendation

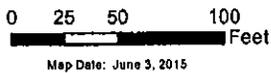
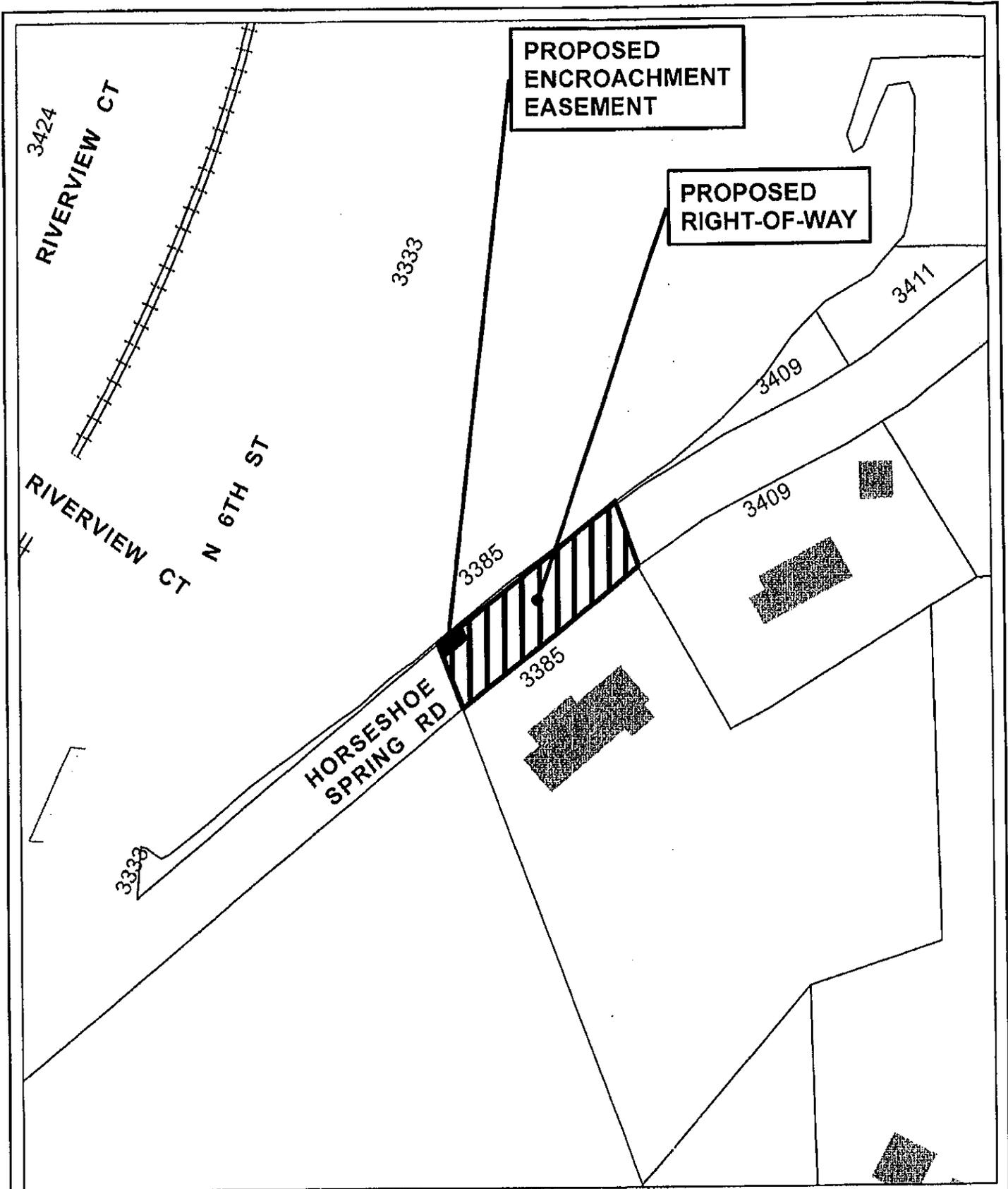
Per Wausau Municipal Code 23.72.090, a conditional use becomes null and void if it has not been established within one year after the date of its granting. The same section of the code allows petitioners to extend the conditional use permit up to one year.

The previous approval of the hangar was noncontroversial, and staff feels that no significant conditions have changed at the airport such that the previous approval should be reconsidered. Staff recommends approval of the extension request.

Agenda Item No.
6

STAFF REPORT TO CISM COMMITTEE - June 11, 2015

AGENDA ITEM
Discussion and possible action on dedication of right-of-way and easement for 3385 Horseshoe Spring Road
BACKGROUND
This item was before CISM last month and the Committee voted to have staff work with Travis Dzwonkowski from 3385 Horseshoe Spring Road to get an easement and dedication of right-of-way. Staff met with Mr. Dzwonkowski and confirmed the preferred location of the opening and requirements for dedication. The easement agreement and deed for the right of way are included as attachments.
FISCAL IMPACT
None
STAFF RECOMMENDATION
Staff recommends approval of the dedication and easement.
Staff contact: Allen Wesolowski 715-261-6762



Map Date: June 3, 2015

CITY OF WAUSAU

Marathon County, Wisconsin

- Legend**
-  Right of Way
 -  Building



Document No.

EASEMENT AGREEMENT
Document Title

THIS AGREEMENT, made this _____ day of _____, 2015, by and between the CITY OF WAUSAU, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, hereinafter referred to as "CITY", and Travis Dzwonkowski and Jodi Schiller, the owners of land in the City of Wausau adjacent to the stone wall along Horseshoe Spring Road which is the subject of this easement, hereinafter referred to as "OWNER";

WITNESSETH:

WHEREAS, OWNER owns the property known as 3385 Horseshoe Spring Road and also owns property behind the stone wall across the road from his residence in the City of Wausau, and OWNER has requested that CITY grant to them permission by easement to locate an access gate and stairway within the stone wall located in city right-of-way for access to the Jim Moore Creek; and

WHEREAS, CITY is willing to permit this encroachment upon certain terms and conditions, including hold harmless and insurance provisions; and

WHEREAS, the intent of this easement is to allow for OWNER to create an access opening in the wall along Horseshoe Spring Road, said opening centered on the wall approximately 13 feet northeasterly of where said wall crosses the owner's westerly property line; and

WHEREAS, the area encompassed by this easement is described as follows:

Part of the parcel described in Document No. 1685097 recorded in the Office of Register of Deeds for Marathon County, being part of Government Lot 4, Section 24, Township 29 North, Range & East, City of Wausau, Marathon County, Wisconsin, described as follows:

The Northwesterly 10 feet of the Southwesterly 20 feet of the following described proposed Right-of-Way parcel:

That portion of the southern parcel described in said Document No. 1685097, lying between the Northwesterly line of said southern parcel, said line described as lying along the "curb line on Horseshoe Spring Road" in said document, and a line 43 feet Northwesterly of and parallel with said line.

NOW, THEREFORE, the parties hereto agree as follows:

1. CITY grants to OWNER an easement in the stone wall located in city right-of-way along Horseshoe Spring Road across the road from OWNER's property at 3385 Horseshoe Spring Road for the purpose of installing and maintaining an access gate in the stone wall and a stairway within the stone wall located in city right-of-way along Horseshoe Spring Road. The owner must submit plans for approval to the City prior to any work. Any work by the OWNER within the right of way or on the wall must be done by a licensed and bonded contractor with the CITY. The OWNER shall notify the CITY prior to any construction and allow the CITY to inspect any work within the right of way or easement.

Recording Area

Name and Return Address
City of Wausau Attorney's Office
407 Grant Street
Wausau, WI 54403

PIN: 37.291.2907.241.0993

2. OWNER shall maintain liability insurance coverage for their operations on and activities at their location including the easement area, which insurance shall be suitable to CITY and in an amount not less than one million dollars. CITY shall be named as an additional insured on the policy. OWNER shall increase these insurance limits upon request of the CITY.
3. OWNER shall comply with all applicable laws and codes regarding the installation and maintenance of said gate.
4. OWNER agrees to indemnify and hold harmless CITY, its employees, agents, officers and officials, whether hired, appointed or elected, free and harmless from and against any and all judgments, damages, losses, costs, claims, expenses, suits, demands, actions and/or causes of action of any kind or of any nature which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to OWNER'S and/or anyone else's operations, actions or omissions on the demised premises or on the adjacent premises owned by OWNER and/or as a result of and/or due to the presence of OWNER or anyone else on the demised premises or on any adjacent premises owned by OWNER and/or due to the existence of this agreement; specifically included within this indemnification and hold harmless are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.
5. OWNER agrees to release CITY, its employees, agents, officers and officials, whether appointed, hired or elected, from and against any and all judgments, damages, losses, costs, claims, expenses, suits, demands, actions, and/or causes of action of any kind or of any nature, which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to OWNER'S and/or anyone else's operations, actions or omissions on the demised premises or any adjacent premises owned by OWNER and/or as a result of and/or due to the presence of OWNER or anyone else on the demised premises or on any adjacent premises owned by OWNER and/or due to the existence of this agreement; specifically included within this release section are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.
6. This agreement and all of its provisions, with the exception of the continuing insurance, hold harmless, and release provisions, which shall continue and survive as required by CITY, shall terminate and become null and void, and the access gate shall be removed by OWNER at their expense within thirty (30) days of notice by CITY. Such removal can be ordered by CITY, at its sole option, for any reason.
7. The terms of this agreement are transferrable by OWNER; however, CITY must be given notice, in writing, of any transfer.

IN WITNESS WHEREOF, this agreement has been duly executed the day and year first above written.

CITY OF WAUSAU BY:

James E. Tipple, Mayor

Travis Dzwonkowski

Toni Rayala, Clerk

Jodi Schiller

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this _____ day of _____, 2015, the above named James E. Tipple, Mayor, and Toni Rayala, Clerk for the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this _____ day of _____, 2015, the above named Travis Dzwonkowski, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

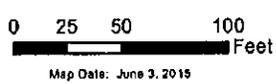
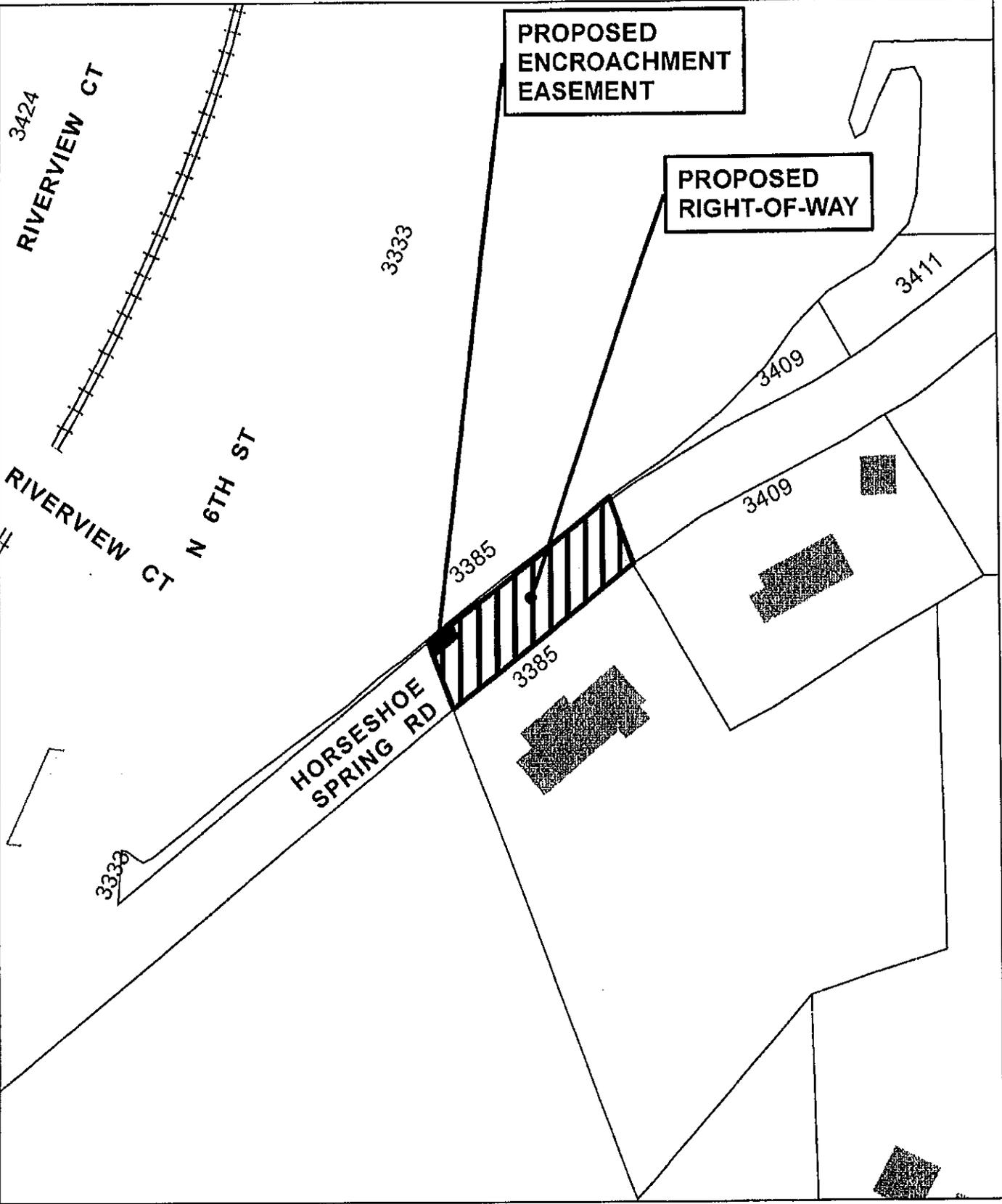
STATE OF WISCONSIN)
) ss.
COUNTY OF MARATHON)

Personally came before me this _____ day of _____, 2015, the above named Jodi Schiller, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: _____

PROPOSED
ENCROACHMENT
EASEMENT

PROPOSED
RIGHT-OF-WAY

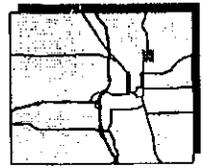


Map Date: June 3, 2015

CITY OF WAUSAU

Marathon County, Wisconsin

- Legend
- Right of Way
 - Building



Agenda Item No.

10

STAFF REPORT TO CISM COMMITTEE - June 11, 2015

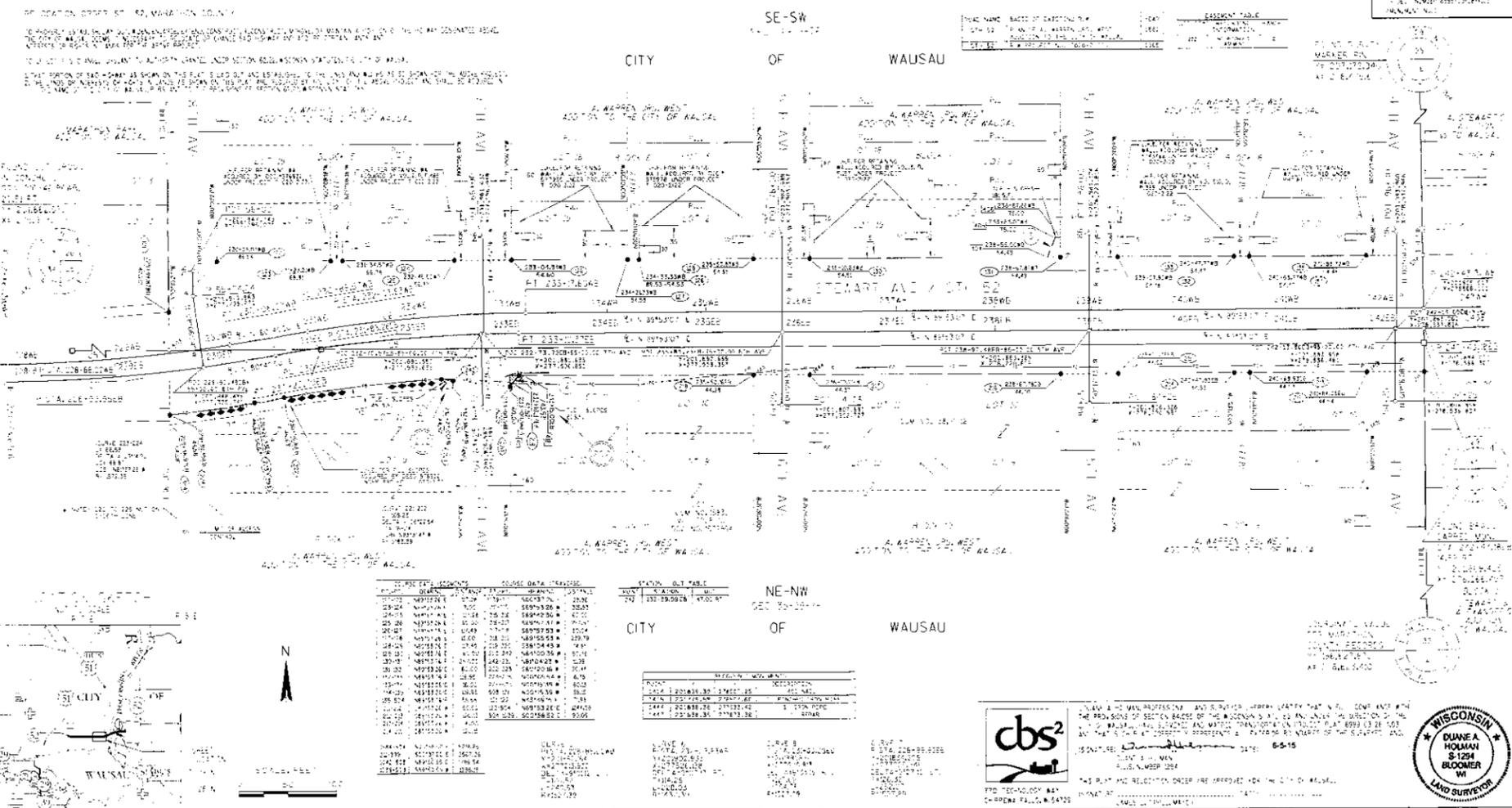
AGENDA ITEM
Discussion and possible action on Amendment to the Transportation Project Plat for STH 52, Project ID 6999-03-28
BACKGROUND
The plat for this project was previously approved. The consultant is proposing to revise the plat to minimize the right-of-way taking from Marathon County. This revision will allow the existing sign to stay in place.
FISCAL IMPACT
There is no fiscal impact to the City because the WDOT is reimbursing the City 100% of the real estate costs. The savings would be to the WDOT.
STAFF RECOMMENDATION
Staff recommends approving the revised Transportation Project Plat.
Staff contact: Allen Wesolowski 715-261-6762

AMENDMENT NO. 1
 AMENDMENT NO. 1
 AMENDMENT NO. 1

SCHEDULE OF LANDS & INTERESTS REQUIRED

SECTION	PARCEL NUMBER	OWNER	INTEREST	TYPE OF INTEREST	ACRES	FEET
1	10000000000000000000	STATE OF WISCONSIN	RIGHT OF WAY	100'	1.00	100'
2	10000000000000000000	STATE OF WISCONSIN	RIGHT OF WAY	100'	1.00	100'

NOTED ON PLANS AND IN A
 MANNER CONSISTENT WITH
 THE PROVISIONS OF SECTION 19.03
 OF THE WISCONSIN STATUTES
 AS TO THE
 SIGNATURE OF REGISTER OF DEEDS
 AND THE
 SIGNATURE OF REGISTER OF DEEDS
 AND THE
 SIGNATURE OF REGISTER OF DEEDS



SECTION DATA

SECTION	AREA	PERCENTAGE	ACRES
1	10000000000000000000	100%	1.00
2	10000000000000000000	100%	1.00

STATION DATA

STATION	COORDINATES	HEIGHT
1	10000000000000000000	100'
2	10000000000000000000	100'



THIS PLAN AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF WAUSAU
 BY THE CITY ENGINEER AND REGISTERED PROFESSIONAL ENGINEER
 DATE: 6-5-15





Memorandum

From: Brad Lenz
To: Plan Commission
Date: June 11, 2015
Subject: Update to City of Wausau Comprehensive Plan

The City is working with North Central Wisconsin Regional Planning Commission (NCWRPC) on updating the City's comprehensive plan. The plan commission will be the main overseer of the plan update, which will unfold over the next one year plus. Preliminary work on the plan has begun and the commission will be given a preview of the work ahead including public participation, demographics, and community issues.



Memorandum

From: Brad Lenz
To: Plan Commission
Date: June 11, 2015
Subject: East Riverfront Brownfields Area-Wide Plan

The City received a brownfields area-wide planning grant from the U.S. EPA in 2013. Since then, the City has been working with the consulting firm Stantec on developing a plan, in conjunction with remediation and other redevelopment activities. The brownfield plan looks at a variety of factors that set the stage for future redevelopment of the area. Upon adoption of the plan, the City will put together Request For Proposals (RFP's) to developers for redevelopment of several large parcels in the riverfront area.

At the plan commission meeting, staff will highlight key elements of the plan. The plan was presented by Stantec and City staff to the City's economic development committee, which recommended its adoption. Staff is seeking a recommendation to adopt the plan.