



OFFICIAL NOTICE AND AGENDA

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

Notice is hereby given that the PLAN COMMISSION of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the:	PLAN COMMISSION OF THE CITY OF WAUSAU
Date/Time:	Tuesday, December 1, 2020 at 4:30 pm.
Location:	City Hall (407 Grant Street, Wausau WI 54403) - COMMON COUNCIL CHAMBERS
Members:	Rosenberg (C), Lindman, Peckham, Neal, Bohlken, Brueggeman, Ross

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

1. **PUBLIC HEARING:** Discussion and possible action on approving a conditional use at 620 McClellan Street to allow for an institutional residential use, in a TF-10, Two Flat Residential-10 Zoning District. (NCHC)
2. Adjournment

Due to the COVID-19 pandemic, this meeting is being held in person and via teleconference. Members of the media and the public may attend in person, subject to the social distancing rules of maintaining at least 6 feet apart from other individuals, or by calling 1-408-418-9388. The Access Code is 146 004 8451. Individuals appearing in person will either be seated in the Council Chambers or an overflow room, subject to the social distancing rules. Space available will be on a first come, first served basis. All public participants' phones will be muted during the meeting. Members of the public who do not wish to appear in person may view the meeting live over the internet at <https://tinyurl.com/wausaucitycouncil>, on the City of Wausau's YouTube Channel https://www.youtube.com/channel/UC-Nigpdco_i8sq5FbbJD_aw, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/wausaucitycouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail melissa.engen@ci.wausau.wi.us with "Plan Commission public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

This Notice was posted at City Hall and emailed to the Daily Herald newsroom on 11/25/2020 @ 10:00 a.m. Questions regarding this agenda may be directed to the Planning Department at (715) 261-6760.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Planning Department at (715) 261-6760 or the City's ADA Coordinator at (715) 261-6620 or e-mail clerk@ci.wausau.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

Distribution List: City Website, Media, Committee Members, Council Members, Assessor, Attorney, City Clerk, Community Development, Finance, Metro Ride, Human Resources, Police Department, Hebert, Lenz, Sippel, DeSantis, Polley, County Planning, NCHC



Memorandum

From: Brad Sippel, Assistant Planner
715-261-6686
Bradley.sippel@ci.wausau.wi.us
To: City of Wausau Plan Commission
Date: November 24, 2020
Subject: 620 McClellan Street - Conditional Use Application for Institutional Residential

Summary

North Central Health Care has applied for a conditional use for an institutional residential living arrangement at 620 McClellan Street in the Two Flat Residential-10 (TF-10) zoning district. Institutional residential uses are permitted as a conditional use in the TF-10 district. Institutional residential is defined by *Wausau Municipal Code* §23.03.12(10) as:

Residential development designed to accommodate Institutional Residential land uses, such as convents, monasteries, dormitories, fraternities, sororities, senior housing, retirement homes, assisted living facilities, nursing homes, hospices, convalescent homes, limited care facilities, rehabilitation centers, homeless shelters (with or without meal service), and similar land uses not considered to be Community Living Arrangements under sections 23.03.12(7) through (9) of this ordinance or under the provisions of Wis. Stats. § 62.23.

The property is located on the north side of the 600 block of McClellan Street on a lot that is approximately 7,180 square feet. North Central Health Care (NCHC) intends to use the property in partnership with the Wausau Police Department to operate a pilot program called Assertive Community Treatment and Supportive House. The goal of the program is to provide resources and opportunities for individuals experiencing chronic homelessness to address mental health, addiction, and economic barriers that prevent them from maintaining employment and/or residence. The property would be used to house up to eight individuals that are experiencing homelessness and have volunteered for the services provided by NCHC through the program. There are two full-time staff people expected to work with residents of the property. The application included in the packet includes a more descriptive narrative of the pilot program.

The applicants do not plan to make any changes to the property to accommodate the proposed use. It is currently used as a single-family home and is expected to serve the applicant's needs as-is. The property is accessible both from a public street and a public alley. The existing off-street parking meets the minimum required parking for institutional residential uses in the TF-10 zoning district. The applicant expects that most residents will not have vehicles. There is also

abundant on-street public parking in the area should short-term parking needs exceed the off-street capacity.



2016 Pictometry, City of Wausau GIS

Conditional use procedure

The purpose of this meeting is to hold a public hearing and hear testimony regarding the CU request. The City of Wausau zoning code that went into effect on January 1, 2020 requires two Plan Commission meetings to approve or deny a conditional use. The final decision to approve, approve with modifications or conditions, or deny the application is made by the Plan Commission.

The full procedures for conditional use applications are found in Chapter 23 Article X, Section 23.10.32 of the *City of Wausau Municipal Code*. This first Plan Commission meeting is to hold a public hearing and hear testimony of any *substantial evidence* related to the conditional use request. “*Substantial evidence* means facts and information, other than personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion” (W.M.C. § 23.10.32). The Plan Commission may request further information or additional reports from the applicant, staff, or other sources.

Following the public hearing staff will compile a report of the preliminary recommended findings that includes the substantial evidence presented at the public hearing, recommended findings, and a recommended motion to approve the original proposal, approve with modifications or conditions, or deny the conditional use application. The Plan Commission will discuss the report and any conditions or changes with the applicant at a subsequent meeting.

When deciding on a proposed conditional use permit the Plan Commission must consider whether the conditional use:

- Is in harmony with the Comprehensive Plan
- Would 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.
- Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- 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 or private agencies serving the subject property.
- The potential public benefits outweigh any 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.



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Feet

To: City of Wausau Plan Commission

From: North Central Health Care, CEO Michael Loy
Wausau Police Department, Chief Benjamin Bliven

Date: November 12, 2020

Re: Application for Conditional Use at 620 McClellan Street, City of Wausau

1. Address of property where the conditional use is requested:
620 McClellan Street, City of Wausau, State of Wisconsin
2. Legal description of subject property:
Stewart Parcher & Mansons Add Lot 5 Blk 10
3. Name of applicant business: North Central Health Care
Name of contact person: Michael Loy, CEO
Mailing Address: 1100 Lakeview Drive, Wausau, WI 54403
Email Address: MLoy@norcen.org
Phone Number: 715-848-4402
Interest in Subject Property: Leasee
4. Property Owner: Richard J Holster & Susan L, Holster
Mailing Address: P.O. Box 1003
Wausau, WI 54402-1003

Phone Number: 715-571-7047
5. What is the area, in square feet, of the property in which the establishment of the conditional use is requested?
2500 square feet
6. What is the present zoning of the subject property?
TF 10
7. What is (are) the present use(s) of the subject property?
This single-family residence is currently vacant. Most recently it was used as a rental property.

8. Proposed use of property:

The City of Wausau in partnership with North Central Health Care (NCHC) has developed a pilot program to impact homelessness in the city of Wausau. This residence will be used to house individuals who are currently homeless but have volunteered to seek services from NCHC to lift themselves out of homelessness. See further description of this program below.

Primary use (reason for conditional use request):

Institutional Residential: Residential development designed to accommodate Institutional Residential land uses, such as covenants, monasteries, dormitories, fraternities, sororities, senior housing, retirement homes, assisted living facilities, nursing homes, hospices, convalescent homes, limited care facilities, rehabilitation centers, homeless shelters (with or without meal service), and similar land uses not considered to be Community Living Arrangements.

Secondary use (if any) of property in addition to the conditional use: Not Applicable

Other use: Not Applicable

9. Describe in detail the nature of your proposed conditional use request.

620 McClellan Street website: <https://wausau.craigslist.org/apa/d/wausau-beautiful-victorian-home-in/7069210603.html>

This residence is currently owned and operated as a single-family rental property. It is vacant as I write this conditional use application. In working with the Inspections Department, we are making this conditional use application so that we can have more than three unrelated people stay in this residence for our pilot program.

The pilot program will be operated by NCHC, but in partnership with the Wausau Police Department. The program is called Assertive Community Treatment. The goal of this program is to work with our chronic homeless population to give them resources and opportunity to address any mental health, AODA, economic, or other issues that are barriers to them maintaining employment and a residence.

The Wausau Police Department has allocated a full-time police officer to work daily and building relationships with this chronic homeless population in downtown Wausau. NCHC has allocated a full-time case manager to work alongside the police officer. Together, they are building relationships, offering support, and connecting people to resources so they can

climb out of homelessness. This two-person team will be working together to engage this chronic homeless population to gain trust and move them into stable housing. Our overarching goal is to learn their individual, unique story and build an individual plan for each person rather than a one-size-fits-all approach.

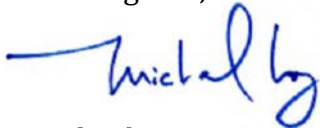
NCHC is providing access to their many resources for AODA and mental health treatment. Some of this treatment will take place at the residence at 620 McClellan St. in Wausau. Daily check-ins at this residence will occur with the police officer and case manager assigned to the Assertive Community Treatment pilot program. NCHC will develop rules associated with living in the residence and will hold accountable those residents choosing to live there.

Following are a couple of key points for this conditional use permit application:

1. We do not have any plans to improve the property (i.e. doors, windows, siding, etc.). The residence is suitable for this project as is.
2. Parking that exists at the property is adequate. The residents will likely not have vehicles. Staff that visit the home will have adequate parking either in the driveway or on the street.

In conclusion, we are asking the City of Wausau Plan Commission to grant this conditional use permit for 620 McClellan St so we can move forward with this important project.

Best regards,

A handwritten signature in blue ink that reads "Michael Loy". The signature is fluid and cursive, with the first name "Michael" and last name "Loy" clearly distinguishable.

Michael Loy, CEO