

# CITY OF ONALASKA MEETING NOTICE

**COMMITTEE/BOARD:** Common Council  
**DATE OF MEETING:** April 10, 2018 (Tuesday)  
**PLACE OF MEETING:** City Hall – 415 Main St. (Common Council Chambers)  
**TIME OF MEETING:** 7:00 P.M.

## PURPOSE OF MEETING

1. Call to Order and roll call.
2. Pledge of Allegiance.
3. Rules of the City of Onalaska Common Council and its Sub Committees – Harassment Free Forum
4. **PUBLIC INPUT: (limited to 3 minutes/individual)**
5. **REPORT FROM THE MAYOR:**
  - A. Proclamation for Arbor Day
  - B. Library Statistics

## **RECOMMENDATIONS FOR APPROVAL AND/OR POSSIBLE ACTION FROM THE FOLLOWING COMMITTEES/COMMISSIONS/BOARDS:**

All items listed under the consent agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a council member requests removal, in which event the item will be removed from the consent agenda and considered in the order of business in the non-consent agenda.

## 6. **Consent Agenda**

- A. Approval of minutes from the previous meeting(s)

### **FINANCE COMMITTEE**

- B. Accept Omni Center Financials for 2018
- C. Accept General Fund Financials for 2018
- D. Approval of allocation of additional funds received from the sale of Peterbilt fire engine:
  1. Purchase of helmets with eye protection in the amount of \$9,250 (Cities and Villages Municipal Insurance Corporation (CVMIC) grant of 50%) with the City's 50% match of \$4,625
  2. Authorization to purchase an exhaust system pending receipt of a federal grant for \$72,728 with the City's 10% match of \$7,272
  3. Additional equipment toward new fire engine \$2,619

### **NOTICES MAILED TO:**

\*Mayor Joe Chilsen \_\_\_\_\_  
\*Ald. Jim Binash \_\_\_\_\_  
\*Ald. Jim Olson \_\_\_\_\_  
\*Ald. Jerry Every \_\_\_\_\_  
\*Ald Ron Gjertsen \_\_\_\_\_  
\*Ald. Bob Muth \_\_\_\_\_  
\*Ald. Harvey Bertrand \_\_\_\_\_  
City Attorney City Administrator \_\_\_\_\_  
Dept Heads La Crosse Tribune \_\_\_\_\_  
Coulee Courier FOX \_\_\_\_\_  
WKTY WLXR WLAX WKBT WXOW \_\_\_\_\_

Hans Zietlow/Marvin Wanders \_\_\_\_\_  
Leo Bronston/Larry Schrader \_\_\_\_\_  
Jim Binash/American Legion \_\_\_\_\_  
Nathan Hillmer/Barb & Dave Skogen \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Onalaska Public Library Onalaska Omni Center \_\_\_\_\_

\*Committee Members

Date Mailed & Posted: 4-5-18

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

- E. Approval of hardware and software needs for the City of Onalaska
1. Content Manager Software from Tyler Technologies [2018 JMC Budgeted - \$6,328]
  2. Incode Scheduler Software from Tyler Technologies [2018 JMC Non- Budgeted – \$5,100] usage of restricted insurance funds and JMC
  3. Updates to server infrastructure [2018 Non-Budgeted – not to exceed \$30,000] usage of general funds/enterprise funds/special revenue funds
  4. Funding of non-budgeted hardware and software needs for the City of Onalaska not to exceed \$35,000

**PERSONNEL COMMITTEE**

- F. Approval of changes to School Resource Officer Memorandum of Understanding for 2018-2019 school year
- G. Approval of Safe Routes to School Overtime Patrolling Grant for 2018
- H. Approval of changes to Adoni Contract for 2018
- I. Approval of changes to Administrative Assistant – Fire Department hours from 1200 to 1560
- J. Approval of changes to job descriptions for:
1. GIS Technician to GIS Analyst
  2. Public Works Operator to Public Works Technology Coordinator
  3. Chief of Police
  4. Fire Chief
- K. Approval of authorization to replace, post, and advertise for:
1. GIS Analyst
  2. Public Works Technology Coordinator
  3. Administrative Assistant – Parks & Recreation

**JUDICIARY COMMITTEE**

- L. Approval of **Ordinance 1605-2018** to amend Section 1, Chapter 4 of Title 2, of the Code of Ordinances of the City of Onalaska relating to Board of Review (First and Second Reading)
- M. Approval of **Ordinance 1606-2018** to rezone property located in Section 8 Township 16, Range 7 in the City of Onalaska, La Crosse County Wisconsin from Neighborhood Business District (B-1) to Public and Semi-Public District (P-1) (Skogenheim Rezoning) (First and Second Reading)

**ADMINISTRATIVE COMMITTEE**

- N. Approval of Operator’s Licenses as listed on report dated April 4, 2018

**BOARD OF PUBLIC WORKS**

- O. Addition of No Parking along the north side of Mason Street from 558 feet to 702 feet west of the westerly right of way line of East Avenue
- P. Denial of restricting two parking spaces along Main Street for handicap only parking
- Q. Approval of:
1. Payment to Bernie Buchner, Inc. in the amount of \$1,612.00 for frozen water lateral at 2016 Charles Avenue
  2. Memo dated March 26, 2018 for policy on frozen water laterals
- R. Approval of chemical storage tanks and pumping equipment for Wells #7, #8, #9 and #10 by Hawkins, Inc. in the amount of \$30,225.00
- S. Approval of bids received for four wheel drive mower with cab from Tractor Central in the amount of \$28,387.59
- T. Approval of professional services for water system non-residential cross-connection inspection by HydroCorp in the amount of \$17,112.00
- U. Approval of bids received for 2018 Pavement Project by Mathy Construction in the amount of \$1,184,065.45
- V. Approval of bids received for equipment for Tandem Axle Truck by Universal Truck Equipment, Inc., in the amount of \$110,076.00
- W. Approval of Sodium Chloride (road salt) purchase through Wisconsin Department of Transportation bid for 2018 budget year of 475 tons.
- X. Approval of Wisconsin Department of Natural Resources 2017 Storm Water Permit Annual Report

## PLAN COMMISSION

- Y. Approval of a rezoning request filed by Hans Zietlow of Luther High School Association, 1830 Alpine Place, Onalaska, WI 54650, on behalf of Marvin & Michelle Wanders of Cedar Hill Multi-Family Properties, LLC, 1243 Badger Street, La Crosse, WI 54601, to rezone a parcel from Multi-Family Residential District (R-4) to Public and Semi-Public District (P-1) for the purpose of constructing tennis courts at 601-615 13th Avenue South, Onalaska, WI 54650 (Tax Parcel #18-1756-0)
- Z. Acceptance of Conditional Use Permit (CUP) filed by Jim Binash, 700 Westwood Drive, Onalaska, WI 54650 on behalf of the American Legion Post #336, 731 Sand Lake Road, Onalaska, WI 54650 to install an Electronic Message Center sign seventy-five (75) feet from a residential parcel line at 731 Sand Lake Road, Onalaska, WI 54650, (Tax Parcel # 18-699-0)
- AA. Acceptance of Conditional Use Permit (CUP) filed by Nathan Hilmer, SmithGroupJJR, 44 East Mifflin Street, Madison, WI 53703 on behalf of Barbara and David Skogen, 757 Sand Lake Road, Onalaska, WI 54650 for the purpose of constructing an open air, steel framed park structure at Dash Park, located at 200 Main Street, Onalaska, WI 54560 (Tax Parcel # 18-96-1)
- BB. Approval of a Certified Survey Map (CSM) submitted by Leo Bronston, 1202 County Road PH, Suite 100, Onalaska, WI 54650 and on behalf of River of Life Assembly of God, Inc., 1214 County Road PH, Onalaska, WI 54650, to reconfigure two (2) parcels (2.69 acres) at 1204 County Road PH and 1214 County Road PH, Onalaska, WI 54650 (Tax Parcels 18-3544-0 & 18-3542-0).

## UTILITIES COMMITTEE/MASS TRANSIT

- CC. Accept Shared Ride Transit Financials
- DD. Accept draft of Public System Cost Efficiency Report

## PARKS & RECREATION

- EE. Approve change to May meeting date to May 21, 2018
- FF. Approve Food Truck Policies and Procedures Manual

## GREAT RIVER LANDING COMMITTEE

- GG. Approval to pursue fundraising efforts with the Onalaska Hilltopper Rotary Club for projects such as interpretive signage at the Great River Landing

## Non-Consent Agenda

### 7. RECAP ITEMS PULLED FROM THE CONSENT AGENDA

### 8. FINANCE COMMITTEE

- A. Vouchers

### 9. PLAN COMMISSION

- A. Review and Consideration of rezoning request filed by Leo Bronston, 1202 County Road PH, Suite 100, Onalaska, WI 54650 and on behalf of River of Life Assembly of God, Inc., 1214 County Road PH, Onalaska, WI 54640, of a parcel from T-C (Transitional Commercial District) to B-1 (Neighborhood Business District) and a portion of a parcel from R-1 (Single Family Residential) to Neighborhood Business (B-1) to facilitate the construction of a new commercial development on the properties located at 1204 County Road PH and 1214 County Road PH, Onalaska, WI 54650 (Tax Parcels 18-3544-0 & 18-3542-0)
- B. Approval of an annexation filed by Kwik Trip, Inc. C/o Hans Zietlow, 1626 Oak Street, La Crosse, WI 54603 for Abbey Road, W6782 Abbey Road, & Abbey Road, and Abbey Road Right-of-Way (Tax Parcels #10-2323-0, 10-2324-0, & 10-2325-0 (6.57 acres))
- C. Approval of a request to extend the Final Plat submittal requirement for one year, as requested by Dr. Leo Bronston, on behalf of French Valley, LLC, 1202 County Rd PH, Suite 100, Onalaska, WI for the French Valley Neighborhood Plat (Tax Parcels # 18-4480-0, 18-4481-0, 18-4482-1, 18-4485-0)

10. **ALDERPERSON BOB MUTH**

A. Parting Comments

11. **ALDERPERSON BINASH**

A. Words of thanks and gratitude for the service of Alderperson's Harvey Bertrand and Bob Muth

12. **ALDERPERSON OLSON**

A. Message of appreciation to the City of Onalaska voters

13. **CLOSED SESSION**

To consider a motion to convene in Closed Session under Section 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

- Review of City Administrator Performance

And to consider a motion to convene in closed session under Section 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- City of Onalaska Unified Development Code / Zoning Ordinance Rewrite Project

And to consider a motion to convene in Closed Session under Section 19.85 (1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved:

- City of La Crosse/Town of Medary Fire/Emergency Medical Services Agreements

If any action is required in Open Session, the Council will reconvene in Open Session to take the necessary action and/or continue with the printed agenda.

**Adjournment**

**SIGN-UP SHEET**

**Common Council**  
**April 10, 2018**  
**7pm**

**MEETING NAME**  
**DATE OF MEETING**  
**TIME OF MEETING**

NAME	ADDRESS
John Harsc	N5414 Abbey Rd.
Kim Smith	436 Mayfair Place
Dick McGarry	1220 PH
MARCIA HORVATH	1205 County Rd. RAH
Betsy Stannard	1224 PH W Ona
Julie McGarry	1770 County Road PH
<del>John Harsc</del>	163 East Lakeside Ln Onaska
RJ He	N5467 Penny Ln Onaska
Diane Oldaniwulf	910 Vicine Place Onaska
Dow DOMINICK	1750 PINE RIDGE DR. ONASKA

We, the undersigned residents of Strawberry Commons and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

- 1 Signature *Dustin Klanch*  
Address W6774 Strawberry Rd Onalaska Date 3-24-18
- 2 Signature *Doreen Bailey*  
Address W6734 STRAWBERRY RD Date 3-24-18
- 3 Signature *Tom Wyl.*  
Address W6735 Strawberry Rd Date 3-24-18
- 4 Signature *Linda Wypocki*  
Address W6735 Strawberry Rd Date 3-24-18
- 5 Signature *Keith Bunli*  
Address W6771 Strawberry Rd Date 3-24-18
- 6 Signature *Michael J. Baley*  
Address N-5505 Abbey Rd Date 3-24-18
- 7 Signature *D. W. L.*  
Address N5427 HOLLEY DR Date 3-24-18
- 8 Signature *MIKE BERTH - MO B.*  
Address N-5441 HOLLEY DR ONALASKA Date 3-24-18
- 9 Signature *Shirley*  
Address N5409 Abbey Rd. Date 3-24-18
- 10 Signature *Chia*  
Address W6746 STRAWBERRY RD. Date 3-24-18
- 11 Signature *Juni Kamin*  
Address N5433 Abbey Rd. Date 3/24/18
- 12 Signature *Joy Kamin*  
Address N 5433 Abbey Rd Date 3/24/18

We, the undersigned residents of Strawberry Commons and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

13 Signature Gary West  
Address N5432 City Rd S Onalaska WI Date 3/24/18

14 Signature ~~\_\_\_\_\_~~  
Address \_\_\_\_\_ Date \_\_\_\_\_

14 Signature Nancy Thompson  
Address W6769 Strawberry Date 3-24-18

15 Signature Kevin Innes  
Address N5469 Abbey Rd Date 3/24/18

16 Signature Marilyn Lee  
Address W6753 Cloverdale Date 3/24/18

17 Signature Larry Lee  
Address W6753 Cloverdale Rd Date 3-24-18

18 Signature Jada Seuman  
Address N5410 Abbey Rd Date 3-24-18

19 Signature Ken Seumann  
Address N5410 Abbey Rd Date 3-24-18

20 Signature Sandra Krom  
Address W6743 Strawberry Rd Date 3/24/18

21 Signature Kevin Krom  
Address W6743 Strawberry Rd Date 3/24/18

22 Signature Pat Howell  
Address N5428 Abbey Rd Date 3/24/18

23 Signature \_\_\_\_\_  
Address W6754 Strawberry Date 3/24/18

We, the undersigned residents of Strawberry Commons and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

24 Signature Kathryn J. Wood  
Address ~~W6775 Strawberry Rd, Onalaska~~ Date 3-24-18

25 Signature Antony A. H.  
Address N. 5484 Penny Lane Onalaska Date 3/24/18

26 Signature Dave Thompson  
Address W6769 Strawberry Rd. Date 3-24-18

27 Signature Chad C.  
Address N5472 Abbey Rd Date 3-24-18

28 Signature Duke C.  
Address N 5472 Abbey Rd Date 3-24-18

29 Signature Cindy Teale  
Address N5416 Abbey Rd. Date 4-4-18

30 Signature J. Dan H.  
Address N5430 Circle Dr E, Ona Date 4-5-18

31 Signature Sharon Hartung  
Address N 5454 Holly Dr. Ona. Date 4-5-18

32 Signature Chad Whitney  
Address N 5454 Holly Dr Date 4-5-18

33 Signature Herry Lee  
Address W6753 Clarendale Rd Date 4-5-18

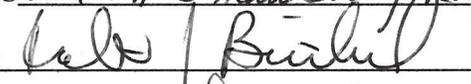
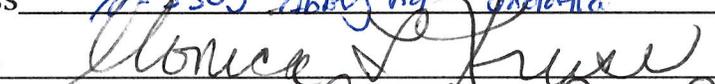
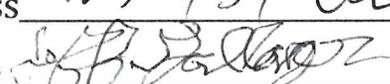
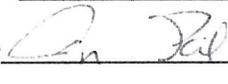
34 Signature Marilyn Lee  
Address W6753 Clarendale Rd Date 4-5-18

35 Signature Kathleen Schneider  
Address N 5444 Abbey Road, Onalaska Date 4/5/18

We, the undersigned residents of Strawberry Commons and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

- 36 Signature Dennis J. Schmidt  
Address N5444 Abbey Rd Onalaska WI Date 4-5-18
- 37 Signature Lyle D. Blum Jr.  
Address W 6783 Strawberry Rd Onalaska WI Date 4-5-18
- 38 Signature Pamela A Setzer  
Address N 5437 ABBEY Rd Onalaska, WI Date 4/5/18
- 39 Signature Thomas D. Stutz  
Address N 5437 Abbey Rd Onalaska WI Date 4/5/18
- 40 Signature Donna Grepper  
Address N 5467 Penney Lane Onalaska Date 4-5-18
- 41 Signature D. Stutz  
Address N 5467 Penney Lane Onalaska Date 4-5-18
- 42 Signature Clara D.  
Address W6746 STRAWBERRY RD, Date 4-5-18
- 43 Signature Lindsay Harreid (Lindsay Harreid)  
Address W6754 Strawberry Rd, Onalaska Date 4-5-18
- 44 Signature Andy Gallagher (Andy Gallagher)  
Address W6754 Strawberry Rd, Onalaska Date 4-5-18
- 45 Signature Monty Harreid (Monty Harreid)  
Address N5428 Abbey Rd. Onalaska Date 4-5-18
- 46 Signature Stephanie Harreid (Stephanie Harreid)  
Address N5428 Abbey Rd, Onalaska Date 4-5-18
- 47 Signature Maureen Wilson (Maureen Wilson)  
Address N5452 Abbey Road, Onalaska Date 4/5/18

We, the undersigned residents of Strawberry Commons and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

- 48 Signature  (Robert K. Wilson)  
Address N5452 Abbey Rd Onalaska WI Date 4/5/2018
- 46 Signature Kathryn J Wood (Kathryn J. Wood)  
Address W6775 Strawberry Rd, Onalaska, WI Date 4/5/2018
- 56 Signature Janet H Beitlich (JANET H. BEITLICH)  
Address W6771 Strawberry Rd, Onalaska, WI Date 4/5/2018
- 57 Signature   
Address W6771 Strawberry Rd Onalaska Date 4-5-18
- 52 Signature   
Address N 5505 Abbey Rd Onalaska Date 4-5-18
- 55 Signature   
Address N5434 Circle Dr Ona Date 4-5-18
- 54 Signature Paul W Kruse  
Address N5434 Circle Dr W Date 4/5/18
- 55 Signature   
Address N 5506 Abbey Rd Date 4/7/18
- 56 Signature   
Address W6760 Cloverdale Rd Date 4-7-18
- 57 Signature   
Address N5485 PENNEY LN Date 4/7/18
- 58 Signature Michelle Coman  
Address N5485 Penney Ln Date 4/7/18
- 64 Signature Michael P. Peltz  
Address N5428 Penney Ln Date 4-7-18

We, the undersigned residents of Strawberry Commons and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

- 60 Signature Kim Blum  
Address W6783 Strawberry Rd, Onalaska Date 4-7-18
- 61 Signature [Signature]  
Address W6775 Strawberry Rd. Date 4-7-18
- 62 Signature Heather Eckert  
Address N5456 Abbey Rd Date 4-7-18
- 63 Signature Kay Stewart  
Address W6759 Strawberry Rd. Date 4/7/18
- 64 Signature Cogn W Stewart  
Address W6759 Strawberry Rd Date 4-7-18
- 65 Signature Terry J. Lund  
Address W6758 STRAWBERRY RD Date 4-7-18
- 66 Signature [Signature]  
Address W6765 STRAWBERRY RD ONALASKA WISCONSIN Date 4-7-18
- 67 Signature Michelle Landgraf  
Address W6765 Strawberry Rd Onalaska Wisconsin Date 4-7-18
- 68 Signature Terry Shaw  
Address W6742 Strawberry Rd Date 04/08/2018
- 69 Signature Cassandra Shaw  
Address W6742 Strawberry Rd Date 4/8/2018
- Signature /  
Address / Date /
- Signature /  
Address / Date /

We, the undersigned residents of Abbey Road and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

- 70 Signature ~~Terri Shaw~~  
Address ~~W6742 Strawberry Rd~~ Date 09/07/2018
- 71 Signature Cassandra Shaw  
Address W6742 Strawberry Rd Date 4/7/2018
- 72 Signature Maura La Goff  
Address W6750 Cloverdale Rd Onalaska Date 4/7/18
- 73 Signature Maria Sebrnek  
Address N5454 Penney Ln Onalaska, WI Date 4/7/18
- 74 Signature Lesha Wisniewski  
Address N5427 Holley Dr Onalaska WI Date 4/7/18
- 75 Signature Greg Gyllander  
Address 46749 Cloverdale Date 4-7-18
- 76 Signature [Signature]  
Address \_\_\_\_\_ Date \_\_\_\_\_
- 77 Signature [Signature]  
Address W6749 Cloverdale Rd Date 4/7/18
- 78 Signature Paul [Signature]  
Address N5410 Penney Ln Date 4/9/18
- 79 Signature [Signature]  
Address N5410 Penney Lane Date 4/9/18
- 80 Signature Jeffrey P. Haggerty  
Address N5412 Holley Dr. Date 4.9.18
- 81 Signature Beth R. Haggerty  
Address N5412 Holley Dr. Onalaska, WI Date 4-9-18
- 82 Robert A. Czerniewski Onalaska, WI  
N5417 Holley Dr. Date 4-9-18

We, the undersigned residents of Abbey Road and adjoining roads in the Town of Onalaska are opposed to the annexation of Abbey Road from Kwik Trip store #494 south to the boundary of the City of Onalaska. We also are opposed to making Abbey Road a through street.

83 Signature  Nathan Egge  
Address N5453 Abbey Rd Onalaska Date April 9-2018

84 Signature Nancy Haise  
Address N5415 Abbey Rd Onalaska Date 4/10/2018

85 Signature John A. Haise  
Address N5415 Abbey Rd. Date 4/10/2018

Signature \_\_\_\_\_  
Address \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED

APR 10 2018

CITY OF ONALASKA

## ONALASKA CITY COUNCIL MEETING – APRIL 10, 2018

**Information pertaining the request by Leo Bronston to rezone property at 1202 PH (presently TC with conditional use permits), 1204 PH (presently R-1), and a portion of 1214 PH (presently R-1) to B-1.**

This piece of property at the intersection of Hwy 157 and County Road PH, as well as the surrounding neighborhood has quite a history:

- 1) Prior to annexation to the city of Onalaska, this area was in the Town of Medary and was zoned A-1 Agricultural District.
- 2) 1980: The La Crosse County Board changed the zoning of this property and surrounding land to R-1 Residential at the request of the residents living there.
- 3) 1981: Once the neighborhood was annexed to the City of Onalaska, the City Council supported not changing the zoning in order to protect the integrity of the residential neighborhood.
- 4) 1982: The City of Onalaska Planned Commercial Development Code was developed with attention to maintaining the integrity of neighborhoods.
- 5) 1992: AIG Properties approached residents with offers to buy properties for commercial development - in this case Sam's Club. This fell through when Festival Foods allowed Sam's to build at the present site.
- 6) 1994: The Comprehensive Plan for the City of Onalaska was developed, and it designated this property as R-1 and noted a goal of reducing traffic disruptive to the residential neighborhood. Along with the nearby commercial development along Hwy 16 came traffic issues along County Road PH.
- 7) 1995: Commonwheel Development wanted to purchase this property and surrounding land/residences for a commercial development – which fell through due to many reasons.
- 8) 1998: Conditional Use permit was granted for the building of the River of Life Church on the land zoned R-1.
- 9) 1999: Walgreens requested rezoning of 1202 PH, which was denied.
- 10) 2000: The Comprehensive Plan was updated and the property and surrounding land maintained its designation of R-1.
- 11) 2001: First Federal requested rezoning of 1202 PH, which was denied.
- 12) 2002: Dr. Leo Bronston requested rezoning of 1202 PH to Transitional Commercial with Conditional Use permits for a clinic and a coffee shop, which was granted.
- 13) 2004: Dr. Bronston purchased 1204 PH and paved it for a parking lot.
- 14) 2015: The Comprehensive Plan was updated and this property and surrounding land maintained its designation of R-1.
- 15) 2018: Dr. Bronston is now requesting the rezoning of 1202 (presently 2 clinics and coffee shop) from TC to B-1, 1204 PH from R-1 to B-1, and a portion of 1214 PH from R-1 to B-1 for the purpose of accommodating an expansion of his clinic, additional business office space, and an interested food service business.

**ONALASKA ZONING CODE Sec. 13-2-11**  
**T-C Transitional Commercial/Business District.**

**(a) Permitted Uses.**

- (1) Retail stores.
- (2) Financial institutions and credit unions.
- (3) Bakeries - retail business only.
- (4) Personal Service Establishments.
- (5) Bed and Breakfast establishments.
- (6) Professional offices.
- (7) Food Stores (delicatessens, bakeries, etc.).
- (8) Existing residences shall comply with provisions of the R-2 or R-4 Residential Districts (excluding green space requirements).
- (9) Apartment hotels.

Updated October 2016 Establishment of Districts 13-2-11

**(b) Conditional Uses.**

- (1) Grocery stores.
- (2) Laundry and dry cleaning establishments - self serve and pickup.
- (3) Restaurants.
- (4) Department stores.
- (5) Pet shops.
- (6) Clinics.
- (7) Coffee shops.
- (8) Radio broadcasting studios.
- (9) See Sections 13-5-15, 13-5-16, 13-5-17.

**(c) Property Development Regulations.**

- (1) Building. a. Height. Maximum thirty (30) feet.
- (2) Yards.
  - a. Street. Minimum twenty-five (25) feet for building. Minimum ten (10) feet for parking.
  - b. Rear. Minimum thirty (30) feet for building. Minimum twentyfive (25) feet for parking.  
The proposed building shall not occupy more that twenty-five percent (25%) of the lot.  
This regulation shall constitute the primary option for approval.
  - c. Side. Minimum ten (10) feet for building. Minimum six (6) feet for parking.
  - d. Aesthetic Standards.
    1. When parking areas are adjacent to residential land uses they must provide additional landscaping requirements, including but not limited to landscaped berms, combinations of fencing and landscape features, etc.

2. Where parking must be located in the front yard, the parking area must be separated from the street with a minimum 10-foot landscaped terrace area.
3. Structural Design to correspond to residential type construction
  - i. Shingled roof with a minimum 4/12 pitch
  - ii. Face of the building must consist of more than one type of material or must have additional architectural features.
4. Landscaping Point System:
  - i. All parking stalls are required to be supplied with a minimum of four (4) landscaping points. (10 stalls = 40 points)
  - ii. All broadleaved trees (min. 1 ½" diameter) and evergreen trees (min. 6' tall) shall equal five (5) points each.
  - iii. All shrubs (min. 2 gallon potted or 15" tall) shall equal two (2) points each.
  - iv. A minimum of twenty-five percent (25%) of all landscaping points shall consist of evergreens.

Updated October 2016 Establishment of Districts 13-2-11 Sec. 13-2-12

## **B-1 Neighborhood Business District.**

### **(a) Permitted Uses.**

- (1) Bars/Clubs.
- (2) Clinics.
- (3) Credit unions/financial institutions.
- (4) Lodges.
- (5) Motels.
- (6) Professional offices.
- (7) Restaurants.
- (8) Self-service and pickup laundry and dry cleaning establishments with less than seven (7) employees.
- (9) Tourist homes.
- (10) Personal Service Establishments.
- (11) Retail stores.
- (12) Food Businesses (groceries/confectioneries/delicatessen/food trucks/etc.) Existing residences shall comply with provisions of the R-2 or R-4 Residential Districts (excluding green space requirements).

(b) **Conditional Uses.** See Sections 13-5-14, 13-5-15, 13-5-16, 13-5-17, 13-5-21.

Updated October 2016 Establishment of Districts 13-2-12

### **(c) Property Development Regulations.**

- (1) Building. a. Height. Maximum forty-five (45) feet.
- (2) Yards.
  - a. Street. None, or six (6) feet if required.
  - b. Rear. Minimum ten (10) feet.
  - c. Side. None, or six (6) feet if required.

## **Harassment Free Forum:**

City Council and Sub-Committee meetings shall be conducted in a courteous manner.

Citizens, Council and Committee members shall be allowed to state their positions in an atmosphere free of slander, insults, obscene remarks, threats of violence or for use of Council or Committee as a forum for politics. Sufficient warnings may be given by the Sergeant at Arms at any time during the remarks and in the event that any individual shall violate the rules of decorum heretofore set forth, such person may then be cut off from comment or debate.

# PROCLAMATION ARBOR DAY

April 27<sup>th</sup>, 2018

**Whereas**, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

**Whereas**, This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and Arbor Day is now observed throughout the nation and the world, and

**Whereas**, Trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife, and

**Whereas**, Trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

**Whereas**, the City of Onalaska has been recognized as a Tree City USA for the 18<sup>th</sup> consecutive year by the National Arbor Day Foundation for demonstrating a higher level of tree care and desires to continue its tree planting practices,

**Now, Therefore**, I, Joe J. Chilsen, Mayor of the City of Onalaska, do hereby proclaim April 27<sup>th</sup>, 2018 as Arbor Day in the City of Onalaska, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

**Further**, I urge all citizens to plant trees on their property, as the City of Onalaska will plant approximately 90 trees throughout the City on boulevards this year.

Seal: \_\_\_\_\_  
Attest: Joe J. Chilsen, Mayor  
City of Onalaska

\_\_\_\_\_  
Caroline Burmaster, City Clerk



**ORDINANCE NO. 1605-2018**

**AN ORDINANCE TO AMEND SECTION 1, CHAPTER 4 OF TITLE 2,  
OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO  
BOARD OF REVIEW**

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS  
FOLLOWS:

SECTION I. Title 2, Chapter 4, Section 1, Subsections (d) and (e) of the City of  
Onalaska Code of Ordinances related to Confidentiality is hereby created as follows:

(d) **Confidentiality.** Whenever the Assessor, in the performance of the Assessor's duties, requests or obtains income and expense information pursuant to Wis. Stat. §70.47(7)(af), or any successor statute thereto, then, such income and expense information may be revealed to and used by such persons: in the discharging duties imposed by law; in the discharge of duties imposed by office (including but not limited to, use by the Assessor in performance of official duties of the Assessor's office and use by the Board of Review in performance of its official duties); or pursuant to order of a court. Income and expense information provided to the Assessor under Wis. Stat. §70.47(7)(af), unless a court determines that it is inaccurate, is, per Wis. Stat. §70.47(7)(af), confidential and not a public record and therefore is not subject to the right of inspection and copying under §19.35(1), Wis. Stats.

(e) **Severability.** The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full

force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

CITY OF ONALASKA

By: \_\_\_\_\_  
Joe Chilsen, Mayor

By: \_\_\_\_\_  
Caroline Burmaster, Clerk

PASSED:  
APPROVED:  
PUBLISHED:

**FISCAL IMPACT OF ORDINANCE 1605 – 2018**

Please route in this order

Cari Burmaster, City Clerk

C. Burmaster 3-27-18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

**ORDINANCE NO. 1606 - 2018**

**AN ORDINANCE TO REZONE PROPERTY LOCATED IN SECTION 8 TOWNSHIP 16, RANGE 7  
IN THE CITY OF ONALASKA, LA CROSSE COUNTY WISCONSIN FROM NEIGHBORHOOD  
BUSINESS DISTRICT (B-1) TO PUBLIC AND SEMI-PUBLIC DISTRICT (P-1)**

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. The zoning map which is part of the zoning ordinance, Chapter 1 of Title 13 of the Code of Ordinances of the City of Onalaska is hereby amended to rezone the properties described below from Neighborhood Business District (B-1) to Public and Semi-Public (P-1).

Property is more particularly described as:

Computer Number: 18-98-1

Section 08, Township 16, Range 07,  
ORIGINAL TOWN OF ONALASKA N 10FT OF E 30FT LOT 9 BLOCK 14 (1/2INT  
EACH FOR JOINT DRWY)

Computer Number: 18-100-0

Section 08, Township 16, Range 07,  
ORIGINAL TOWN OF ONALASKA E 30FT LOTS 9 & 10 BLOCK 14 EX N 10FT OF E  
30FT LOT 9 T/W ESMT IN DOC NO. 1700337

SECTION II. The office of the City Engineer is hereby directed to make the above-described zoning changes on the official City of Onalaska zoning map.

SECTION III. This Ordinance shall take effect and be in force from and after its passage and publication.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

CITY OF ONALASKA

By: \_\_\_\_\_  
Joe Chilsen, Mayor

By: \_\_\_\_\_  
Caroline Burmaster, Clerk

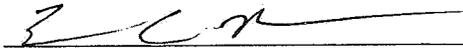
PASSED:  
APPROVED:  
PUBLISHED:



**FISCAL IMPACT OF ORDINANCE 1606 – 2018**  
Skogenheim Rezoning

Please route in this order

Eric Rindfleisch, Administrator  
(let Joe Barstow review all annexation ordinances)

 4/5/18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

Jarrold Holter, City Engineer

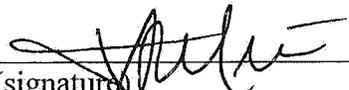
 3-28-18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

Troy Miller, Interim Chief of Police

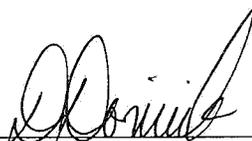
 3-28-18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

Don Dominick, Fire Chief

 3-28-18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

Dan Wick, Parks & Rec Director

 3-28-18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

Fred Buehler, Financial Services Director

 4-5-18  
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ \_\_\_\_\_ for \_\_\_\_\_ to meet the requirements of this ordinance.

PACKET: 02291 License Packet Operators April 2018

SEQUENCE: License #

ID	PERIOD	-----NAME-----		LICENSE CODE
02539	3/09/18- 6/30/19	RIVERA-GOMEZ	EMMANUEL	OPRATOR OPERATORS - 2 YEAR
02556	3/21/18- 6/30/20	DANNHOFF	BENJAMIN	OPRATOR OPERATORS - 2 YEAR
02560	3/23/18- 6/30/19	MOORE	RILEY	OPRATOR OPERATORS - 2 YEAR
02562	3/23/18- 6/30/19	SONDELSKI	BRANDON	OPRATOR OPERATORS - 2 YEAR
02565	3/29/18- 6/30/20	MUELLER	ALEISHA	OPRATOR OPERATORS - 2 YEAR

## City of Onalaska Mobile Food Vendor Policies and Procedures Manual

### i. Permitting Process

- a. Any vendor applying for a Mobile Food Vendor Permit is required to submit documentation of possession of the following permits:
- b. A valid La Crosse County Health Department Permit; or a Permit issued by the Wisconsin Department of Agriculture Health Department.
- c. A Fire Inspection Permit that has been approved by a licensed Fire Department or a licensed fire protection company.
- d. Insurance as described in Section IX (9) following.
- e. The Mobile Food Vendor Permit includes a non-refundable designated park usage annual fee of \$150.00 and a \$50 application fee for usage of said parks or other city-owned areas is required at the time of submittal for operations within the City. Application review may take up to 7 to 10 business days. Permits are valid for one (1) calendar year.
- f. Applications can be picked up at the Onalaska Parks and Recreation Department.
- g. Applications will be reviewed by City of Onalaska staff. If approved, the applicant will receive a permit by mail or may pick up the application in the Park and Recreation Office.
- h. After the applicant has received their permit, City will allow the Mobile Food Vendor to vend in designated City Parks and public spaces.
- i. A Mobile Food Vendor Permit is only valid for a single vehicle. Mobile Food Vendors with more than one truck shall require a separate Permit for each truck.

### ii. Definitions

- a. *Mobile food vendor* is a self-contained food service operation, located in a readily movable motorized wheeled or towed vehicle, used to store, prepare, display or serve food intended for individual portion service.
- b. *Applicant* means any person who desires to conduct a mobile food vending operation who submits an application, including the person owning, operating and/or conducting the activity to be licensed.
- c. *Park usage annual fee* is the annual fee collected by the City of Onalaska for mobile food units to be able to offer products within designated City Parks or other City spaces.
- d. *Application fee* is the fee to cover the administrative cost for reviewing the applications and associated documents.
- e. *Signup days* will start the first Monday in April; approved vendors will be allowed to reserve locations through the end of the calendar year. Vendors will be **limited to reserving 5 locations per signup day**. Example – Vendor A can come in on Monday and reserve 5 spots, Tuesday they can come back and reserve another 5 spots.

### iii. Legally Operating Without a Mobile Food Vendor Permit

- a. Mobile Food Vendors may operate at special events/festivals as part of the special event/festival and must abide by all rules and regulations of the

special event permit. Examples of these would be Celebrate Onalaska, 5K Run/Walks.

iv. Permit Renewal

- a. All permitted Mobile Food Vendors requesting an annual renewal of their Mobile Food Vendor Permit shall do so before March 31<sup>st</sup> of the current year. If completed by March 31<sup>st</sup>, the application fee of \$50 will be waived (per vehicle). Mobile Food Vendor's that fail to renew their Mobile Food Vendor Permit will be required to reapply for and pay all associated fees.

v. General Rules and Regulations

- a. City Administrator or designee is authorized to make changes to this Manual at any time in order to ensure that the program is running efficiently, safely, fairly, and in a manner that achieves City of Onalaska goals and objectives.
- b. No Mobile Food Vendor operators may operate in designated City Park and Public Spaces in the City of Onalaska without a Mobile Food Vendor Permit.
- c. Possession of a Mobile Food Vendor Permit does not grant or entitle the holder to sole possession of a specific vending location, unless such a location has been granted in writing by the City of Onalaska.
- d. It shall be the responsibility of the Mobile Food Vendor to be familiar with and understand all of the rules and regulations related to Mobile Food Vending found in the City of Onalaska Code of Ordinances, including but not limited to the Zoning Ordinance, and this Manual, as well as the rules and inspections associated with La Crosse County Health Department requirements.
- e. Mobile Food Vendors may be temporarily prohibited from operating in the designated City Parks and Public Spaces, or temporarily moved to a nearby location at the request of the City in cases of emergency purposes, construction, or other public benefit or service. The City will attempt to provide notification at least three (3) days ahead of a scheduled event.

vi. General Operation Requirements

vii. The following requirements shall apply to all Mobile Food Vendors while in operation

- a. Valid Mobile Food Vendor permits must be displayed on all approved vehicles, carts, or similar apparatus where the permit is easily visible to patrons .
- b. City of Onalaska shall not be liable for any damages caused by the location or operation of a Mobile Food Vendor in the City of Onalaska right-of-way or on City of Onalaska property.
- c. All Mobile Food Vendors vehicles shall be maintained in proper working order.
- d. A Mobile Food Vendor may temporarily place chairs, tables, signage, etc., for patron usage; however, such items are not allowed to be placed on City streets, boulevards, sidewalks, or driveways. All such items shall be removed from the premises at close of operation for the day.

- e. Waste receptacles must be provided by the Mobile Food Vendor who is responsible for emptying said receptacles regularly so that the receptacles are never completely full, and must remove all receptacles before the Mobile Food Vendor departs from the spot where it is operating.
  - f. A Mobile Food Vendor vehicle shall be entirely self-sufficient and not hook up to or attach to any water, sewer, gas, or electric utility. An electric generator may be used while the vehicle is stationary and operating as long as it does not generate noise that exceeds 85 decibels at the generator location from 7:00am to 10:00pm.
  - g. All exchanges between vendors and customers shall take place from a single point of the Mobile Food Vendor. When the Mobile Food Vendor is parked at the designated location, the point of sale must face towards a sidewalk or curb. If no sidewalk or curb is present, the point of sale shall face away from the nearest street. Under no circumstances shall customers be served while they are in or on a street.
  - h. Mobile Food Vendors are not allowed to dispose of, including but not limited to trash, grease, grey water, or excess food, in or on any City of Onalaska property, including but not limited to City trash cans, curbs, gutters, man holes, storm drains, or sewer grates.
- viii. Violations
- a. The City Administrator or designee shall have the ability to suspend or revoke a vendor's designated parking location, Mobile Food Vendor Permit, or participation in the Mobile Food Vendor Program for any violation of the Onalaska City Code, Zoning Ordinance, or Mobile Food Vendor Policies and Procedures Manual.
  - b. Any Mobile Food Vendor that loses its Mobile Food Vendor Permit for any such violation pursuant to subsection (a) above will be prohibited from reapplying for a new Mobile Food Vendor Permit for a period of six (6) months from the date of the revocation of the original Permit.
  - c. Mobile Food Vendors who are suspended or removed from the Mobile Food Vendor Program for violations pursuant to subsection (a) will not be entitled to a refund of any application, parking, or other such fees.
- ix. City Sponsored Special Events
- a. Mobile Food Vendors will be permitted to operate at various special City events. To participate in such events, vendors should apply directly to the Department in charge of the event, typically the Parks and Recreation Department. Examples – Park and Recreation Sponsored Baseball/Softball tournaments.
  - b. The City Administrator or designee may waive any portion of this Manual for special events on City of Onalaska property.
- x. Signup and Locations
- a. Sign up at the Onalaska Park and Recreation Office starting the first Monday in April. Vendors will be able to reserve dates for the remainder of the year.
- xi. Vendors are limited to reserving five (5) locations per day.

xii. Available Locations:

1. Community Park: two (2) vendors may vend in the parking lot near the tennis courts or across the street from the Community Center.
2. Van Riper Park: two (2) vendors may operate in the designated parking spots near the Van Riper Park Shelter #1.
  - a. Hours of operation is from 4:30 pm to 10:00 pm
  - b. Only available Monday thru Thursday nights
3. Great River Landing: one (1) vendor will be able to operate during normal operating hours.
4. City Hall: one (1) vendor will be able to operate during normal operating hours.
5. Rowe Park: one (1) vendor will be able to operate during normal operating hours.

b. Hours of Operation

1. Hours of operation are from 7:00am to 10:00pm, unless otherwise noticed. Mobile Food Vendors are not permitted outside of these hours without prior written approval from the City of Onalaska.

xiii. Insurance Requirements:

- a. All Mobile Food Vendors are required to obtain and maintain the following insurance coverages while operating in the City of Onalaska as described below:
- b. Commercial General Liability Coverage at least as broad as Insurance Services Office Commercial General Liability Form, including coverage for Products Liability, Completed Operations, Contractual Liability (including joint negligence coverage), and Explosion, Collapse, Underground Coverage with the following minimum limits and coverage:
  1. Each Occurrence Limit: \$1,000,000
  2. Personal and Advertising Injury Limit: \$1,000,000
  3. General Aggregate Limit: (other than Products—
    - a. Completed Operations, per event/location) \$2,000,000
  4. Products: Completed Operations Aggregate \$1,000,000
  5. Fire Damage Limit: (any one (1) fire) \$50,000
  6. Medical Expense Limit: (any one (1) person) \$5,000
- c. Business Automobile Coverage.
- d. Automobile Liability Coverage at least as broad as Insurance Services Office Business Automobile Form, with minimum limits of \$1,000,000 combined single limit per accident for Bodily Injury and Property Damage, provided on a Symbol #1– “Any Auto” basis.
- e. Workers Compensation and Employers Liability Coverage if required by Wisconsin State Statute or any Workers Compensation Statutes of a different state.

- f. Statutory Workers Compensation and Employers Liability Coverage with limits of:
  - 1. \$100,000 Each Accident;
  - 2. \$500,000 Disease Policy Limit; and
  - 3. \$100,000 Disease Each Employee.
- g. A copy of the Certificate of Insurance must be included with the Mobile Food Vendor's Application, and a new certificate of insurance shall be required for each year the Mobile Food Vendor reapplies. Said certificate shall include the City of Onalaska and its officers, council members, agents, employees and authorized volunteers as additional insureds. Further said certificate shall contain a provision that coverage afforded under the policies will not be canceled or non-renewed until at least 30 days' prior written notice has been given to the City of Onalaska.



# CITY OF ONALASKA

## STAFF REPORT

Plan Commission – March 27, 2018

Agenda Item:  
Non-Consent

# 9-A

- Agenda Item:** Public Hearing and Consideration of a rezoning request.
- Applicant:** Leo Bronston of Property Concepts, LLC, 1202 County Road PH, Suite 100, Onalaska, WI 54650 and also, on behalf of, River of Life Assembly of God Inc, 1214 County Road PH, Onalaska, WI 54650.
- Parcel Numbers:** 18-3544-0 & 18-3542-0 (a portion of)
- Site Location:** 1204 & 1214 County Road PH, Onalaska, WI 54650
- Existing Zoning:** Transition Commercial (T-C): 18-3544-0 and  
Single Family Residential (R-1): 18-3542-0
- Neighborhood Characteristics:** Properties within 250 feet of the property in question include single-family residences, church, and commercial businesses.
- Conformance with Land Use Plan:** The Comprehensive Plan identifies this area as *Commercial*. This district is intended to accommodate large and small-scale commercial and office development. A wide range of retail, service, lodging and office uses are appropriate in this district.
- Background:** The primary applicant (Leo Bronston) owns the property at 1204 County Road PH and has a conditional offer to purchase approximately 1.3 acres from River of Life Assembly of God, INC directly adjacent to the commercial property. The property at 1204 County Road PH is zoned Transitional Commercial (T-C) and River of Life Assembly of God, INC is zoned Single-Family Residential (R-1). The purpose of this request is rezone 1204 County Road PH and a portion of 1214 County Road PH to Neighborhood Business (B-1) where the current and proposed uses are outright permitted (office, restaurant, coffee shop, personal service, and medical-related services). The remainder of the parcel owned by River of Life Assembly of God, INC would continue on as Single-Family Residential.
- A following agenda item addresses the required Certified Survey Map that is necessary to facilitate proper ingress/egress for both parcels in question.
- Action Requested:** As a public hearing will be held, testimony from the public should be listened to and considered before deciding on the requested rezoning application.

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

March 13, 2018

## Agenda Item 5:

Review & Consideration of rezoning request filed by Leo Bronston, 1202 County Road PH, Suite 100, Onalaska, WI 54650 on behalf of River of Life Assembly of God, Inc., 1214 County Road PH, Onalaska, WI 54640, to a parcel from T-C (Transitional Commercial District) to B-1 (Neighborhood Business District) and a portion of a parcel from R-1 (Single Family Residential) to Neighborhood Business (B-1) to facilitate the construction of a new commercial development on the properties located at 1204 County Road PH and 1214 County Road PH, Onalaska, WI 54650 (Tax Parcels 18-3544-0 & 18-3542-0).

1. Rezoning Fee of \$300.00 (*PAID*).
2. Owner/developer shall pay all fees and have all plans reviewed and approved by the City prior to obtaining a building permit. Owner/developer must have all conditions satisfied and improvements installed per approved plans prior to issuance of occupancy permits.
3. Upon finalization of rezoning and once ownership is retained by Leo Brontson, property owner shall have a Certified Survey Map approved by the City of Onalaska documenting new tax parcel boundaries and recorded with the La Crosse County Register of Deeds.
4. All conditions run with the land and are binding upon the original developer and all heirs, successors and assigns. The sale or transfer of all or any portion of the property does not relieve the original developer from payment of any fees imposed or from meeting any other conditions.
5. Any omissions of any conditions not listed in committee minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.



# CITY OF ONALASKA

Agenda Item:  
Non-Consent  
# 9-B

## STAFF REPORT

Plan Commission – March 27, 2018

Agenda Item: Review and Consideration of an annexation application for Abbey Road, W6782 Abbey Road, & Abbey Road, and Abbey Road Right-of-Way (6.57 acres).

Applicant/Owner: Kwik Trip, Inc. C/o Hans Zietlow, 1626 Oak Street, La Crosse, WI 54603

Parcel Numbers: 10-2323-0, 10-2324-0, & 10-2325-0

Site Location: W6782 Abbey Road & Abbey Road Right-of-Way

Existing Zoning: County Zoning: “Commercial”.

Neighborhood Characteristics: Commercial Development and Public & Institutional Properties.

Conformance with Comprehensive Plan: The Comprehensive Plan identifies this area as being within the City’s smart growth planning area. The Comprehensive Plan identifies review criteria for annexations, of which the follow are applicable:

*The City should approve proposals for annexation into the City of Onalaska only when meeting the following utilities and community facilities criteria, or if other important community goals are met:*

- The annexation is in an area designated for growth on the City’s Future Land Use Map.*
- The increased tax base and overall benefit to the City of approving the annexation outweigh the actual financial impact on the community for providing police, fire, road maintenance and other public improvements and services to the annexation area.*

Background: The properties at W6782 Abbey Road and Abbey Road would be connected to the City of Onalaska through the annexation of Abbey Road, just north of the City’s municipal boundary. The applicant is requesting that this 6.57-acre area be annexed into the City of Onalaska. The property is operating on failing infrastructure would connect to City water and sanitary sewer as soon as available.

As the automatic zoning applied to annexed parcels is Single Family Residential (R-1), the applicant intends to immediately request a rezoning to Neighborhood Business (B-1) District where the use of a gas station / car wash facility is a permitted use.

Action Requested: Staff supports this annexation request. Approval is recommended with the attached conditions of approval.

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

March 13, 2018

## Agenda Item 8:

Consideration of an annexation application for Abbey Road, W6782 Abbey Road, & Abbey Road, and Abbey Road Right-of-Way, Tax Parcel #'s: 10-2323-0, 10-2324-0, and 10-2325-0 (6.57 acres), applicant Kwik Trip, Inc. Store #494, C/o Hans Zietlow, 1626 Oak Street, La Crosse, WI 54603-2308.

1. Payment of annexation application review fees: \$950.00 dollars (PAID).
2. Payment of East Avenue North Sanitary Sewer Fee: \$1,140.00 per acre \* 1.86 acres = \$2,120.40 dollars.
3. Topography Map Fee: \$10.00 per acre \* 1.86 acres = \$18.60 dollars.
4. Green Fee: \$638.47 per acre \* 1.86 acres = \$1,187.55 dollars.
5. Annexed land to be initially placed in the R-1 Single-Family Residential Zoning District.
6. Owner/developer shall connect to City water and sewer utilities within one-year of annexation approval.
7. Owner/developer must notify City prior to any utility connection to City-owned utilities takes place.
8. Owner/developer shall pay all fees and have all plans reviewed and approved by the City prior to obtaining a building permit. Owner/developer must have all conditions satisfied and improvements installed per approved plans prior to issuance of occupancy permits.
9. All conditions run with the land and are binding upon the original developer and all heirs, successors and assigns. The sale or transfer of all or any portion of the property does not relieve the original developer from payment of any fees imposed or from meeting any other conditions.
10. Any omissions of any conditions not listed in minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.



# CITY OF ONALASKA

## STAFF REPORT

Plan Commission – March 27, 2018

Agenda Item:  
Non-Consent

# 9-C

- Agenda Item: Consideration of a request to extend the Final Plat submittal requirement for one-year for the French Valley Development.
- Applicant: Dr. Leo Bronston, on behalf of French Valley LLC, 1202 County Road PH, Suite 100, Onalaska
- Property Owner: French Valley LLC, 1202 County Road PH, Suite 100, Onalaska
- Parcel Number: 18-4482-1, 18-4481-0, 18-4480-0 and 18-4485-0
- Site Location: North of French Road
- Existing Zoning: Planned Unit Development
- Neighborhood Characteristics: Residential
- Conformance with Comprehensive Land Use Plan: The Comprehensive Plan's Future Land Use Plan designate this area as *Conservation / Cluster Residential*. The proposed development is consistent with the intent of this land use category.

Background: A general timeline on approvals of this development is as follows:

- January 8, 2008 – Development Agreement was approved by the Common Council.
- March 11, 2008 – Final Implementation Plan for PUD & Preliminary Plat was approved by the Common Council. (By a relatively recent amendment to the City's Zoning Ordinance, final plats were given 36-months to be submitted; this deadline would have been March 2011.)
- September 9, 2008 – Common Council granted a 1-year extension for filing of the Final Plat.
- July 14, 2009 – Common Council granted a 1-year extension for filing of the Final Plat.
- November 9, 2010 – Common Council granted a 1-year extension for filing of the Final Plat.
- January 10, 2012 – Common Council granted a 1-year extension for filing of the Final Plat.
- February 12, 2013 – Common Council granted a 1-year extension for filing of the Final Plat.
- February 11, 2014 – Common Council granted a 1-year extension for filing of the Final Plat.
- March 10, 2015 – Common Council granted a 1-year extension for filing of the Final Plat.
- February 9, 2016 – Common Council granted a 1-year extension for filing of the Final Plat.
- February 14, 2017 – Common Council granted a 1-year extension for filing of the Final Plat.

Relevant sections from the Unified Development Ordinance:

**Sec. 13-9-20 (b)(3) Final Plat Review and Approval – Plan Commission Review.**

*If the Final Plat is not submitted within thirty-six (36) months of the last required approval of the Preliminary Plat, the Plan Commission may refuse to approve the Final Plat. The City Plan Commission may consider requests to extend the thirty-six (36) month requirement, as set forth in 13-9-20(a)(1) above.*

## CITY OF ONALASKA

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**Sec. 13-9-20 (a)(1) Final Plat Review and Approval – Filing Requirements.**

*The owner or subdivider shall file thirty (30) copies of the Final Plat not later than thirty-six (36) months after the date of approval of the Preliminary Plat; otherwise, the Preliminary Plat and Final Plat will be considered void unless an extension is requested in writing by the subdivider and for good cause granted by the City.*

Requested Action: To approve of a one-year extension (to April 9, 2019) allowing the French Valley Neighborhood Final Plat be submitted later than the 36-months filing requirement after the approval of the Preliminary Plat with below conditions of approval.

Recommended Conditions of Approval:

- a) Amendment of the March 2008 Development Agreement between French Valley, LLC and the City of Onalaska prior to the commencement of any construction activities, including public improvements. Developer is advised to schedule adequate time for the amended Development Agreement to be reviewed and approved by the City's Plan Commission and Common Council.
- b) All permits must be current prior to the start of any construction activities (i.e., sanitary sewer and water approvals from WDNR). All plans and specifications must be resubmitted to the City for review & approval (i.e., stormwater plan).