

**Plan Commission
of the City of Onalaska**
Tuesday, August 24, 2021
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1 The Meeting of the Plan Commission of the City of Onalaska was called to order at 7:00 p.m. on
2 Tuesday, August 24, 2021. It was noted that the meeting had been announced and a notice
3 posted at City Hall.

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5 Roll call was taken, with the following members present (either in person or remotely): Mayor
6 Kim Smith, Ald. Tom Smith, City Engineer Jarrod Holter, Jan Brock, Skip Temte, Craig
7 Breitsprecher, Gargi Chauduri

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9 Also Present (either in person or remotely): Planning Manager Katie Aspenson, Deputy City
10 Clerk Stacy Wilk, Ald. Diane Wulf

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12 **Item 2 – Consideration and action on minutes from the previous meeting**

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14 Motion by Ald. T. Smith, second by Skip, to approve the minutes from the previous meeting as
15 printed and on file in the City Clerk’s Office.

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17 On voice vote, motion carried.

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19 **Item 3 – Public Input (limited to 3 minutes per individual)**

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21 Mayor K. Smith called three times for anyone wishing to provide public input and closed that
22 portion of the meeting.

23
24 **Consideration and possible action on the following items:**

25
26 **Item 4 – Public Hearing to annex land from the Town of Medary and Town of Hamilton to**
27 **the City of Onalaska (50.16 acres) at the end of Emerald Valley Drive, portions of Tax**
28 **Parcels #9-34-0, 7-1356-0, and 7-1357-0. Applicants: Elmwood Partners Limited**
29 **Partnership**

- 30
31 1. Annexation Application Fee: \$300.00 dollars (PAID).
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33 2. Annexed land to be placed in Park and Open Space (P-2) District.
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35 3. Owner/developer shall pay all fees and have all plans reviewed and approved by the City
36 prior to obtaining a building permit. Owner/developer must have all conditions satisfied
37 and improvements installed per approved plans prior to issuance of occupancy permits.
38
39 4. All conditions run with the land and are binding upon the original developer and all heirs,
40 successors and assigns. The sale or transfer of all or any portion of the property does not
41 relieve the original developer from payment of any fees imposed or from meeting any
42 other conditions.

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5. 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.

Mayor K. Smith opened the public hearing and called for anyone wishing to speak in favor of the annexation request.

**Kevin Fry, Elmwood Partners Limited Partnership
1859 Sand Lake Road
Onalaska**

“I am here speaking in favor of this annexation. This is abutting the annexation we did a couple of months ago, and basically wrapping everything Elmwood has on the northern side of it, wrapping around in the east, partway down the east side of the golf course.” Kevin added he is available to answer any questions commission members might have.

Mayor K. Smith called three times for anyone else wishing to speak in favor of the annexation request and closed that portion of the public hearing.

Mayor K. Smith called three times for anyone wishing to speak in opposition to the annexation request and closed the public hearing.

Katie told commission members the applicant intends to annex a total of 50.12 acres, noting this was a condition that was approved with the previous preliminary plat application at the June 22 Plan Commission meeting. The developer intends to donate the land to Mississippi Valley Conservancy to provide green space for the development located to the south and west. The subject land is proposed to be zoned P-2 (Park and Open Space). Katie noted there are five conditions of approval tied to this development.

Motion by Ald. T. Smith, second by Craig, to approve with the five stated conditions annexing land from the Town of Medary and Town of Hamilton to the City of Onalaska (50.16 acres) at the end of Emerald Valley Drive, portions of Tax Parcels #9-34-0, 7-1356-0, and 7-1357-0. Applicants: Elmwood Partners Limited Partnership.

Jan asked Kevin if a donation to the MVC remains that way time immemorial.

Kevin told Jan it is up to the MVC to decide what happens to the land once it has been donated.

On voice vote, motion carried.

Item 5 – Public Hearing for a Conditional Use Permit to add three (3) antennas and ancillary equipment to the existing telecommunications tower located at 1033 2nd Ave. SW,

85 **Onalaska, WI 54650. Tax Parcel #18-939-0. Applicant: US Cellular & USCOC of La**
86 **Crosse, LLC.**

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88 1. Owner/developer shall pay all fees and have all plans reviewed and approved by the City
89 prior to obtaining applicable building permits. Owner/developer must have all conditions
90 satisfied and improvements installed per approved plans prior to issuance of occupancy
91 permits.
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93 2. All conditions run with the land and are binding upon the original developer and all heirs,
94 successors and assigns so long as the conditional use is being actively used.
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96 3. Owner/developer shall abide by the City's Ordinances, Unified Development Code and
97 Building Code requirements, as amended.
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99 4. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued
100 use.

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102 Mayor K. Smith opened the public hearing and called for anyone wishing to speak in favor of the
103 Conditional Use Permit.

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105 Mayor K. Smith called three times for anyone wishing to speak in favor of the Conditional Use
106 Permit and closed that portion of the public hearing.

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108 Mayor K. Smith called three times for anyone wishing to speak in opposition to the Conditional
109 Use Permit and closed the public hearing.

110
111 Katie told commission members the current telecommunications structure is a 118-foot tall
112 monopole. US Cellular will be adding three new antennae, one additional Surge Protector
113 Device (SPD), and additional ancillary equipment to the existing interior equipment storage area.
114 Adding the additional antennae is intended to improve the range and quality of service for the
115 area served by the tower. The Structural Analysis Report as prepared by Edge Consulting
116 Engineers, Inc. was performed in accordance with the TIA-222-G Standard. The results of the
117 analysis show that the existing tower foundation is structurally for the proposed improvements.
118 Telecommunication structures and tower are permitted only by Conditional Use Permit as stated
119 in Section 13.02.22, per the Principal Uses Table 13.02.22-1 and pursuant to standards set forth
120 in Section 13.05.22.

121
122 Katie said that while the city has no basis for denial of the CUP, it has found a basis to impose
123 the following conditions:

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125 1. Owner/developer shall pay all fees and have all plans reviewed and approved by the City
126 prior to obtaining a building permit. Owner/developer must have all conditions satisfied

127 and improvements installed per approved plans prior to issuance of occupancy permits.
128 **Substantial Evidence:** This condition provides notice to the owner/developer that they
129 are to follow procedure for orderly development in the City of Onalaska in order to
130 promote the health, safety and welfare of the City.

- 131
- 132 2. All conditions run with the land and are binding upon the original developer and all heirs,
133 successors and assigns so long as the conditional use is being actively used. **Substantial**
134 **Evidence:** This condition acknowledges and provides public notice of the term and
135 puts the owner/developer and future owners on notice that they are bound by the
136 conditions and that they can continue the use as long as they follow the conditions and
137 actively use the conditional use.
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- 139 3. Owner/developer shall abide by the City’s Ordinances, Unified Development Code and
140 Building Code requirements, as amended. **Substantial Evidence:** This condition assures
141 that the owner/developer understands they must follow the City’s Unified Development
142 Code and Building Code which they are required to follow in every way and that as they
143 are receiving the benefit of being allowed to have a use that is not within the standards of
144 the City’s zoning code, failure to follow City ordinances may result in loss of their
145 conditional use permit.
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- 147 4. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued
148 use. **Substantial Evidence:** This shifts the burden to the owner of the property to
149 provide proof that the use is active and continuing. Ensuring that existing permits are still
150 valid and being properly used ensures compliance with the City’s procedures and
151 ordinances and promotes interaction and communication with the City which further
152 orderly development and the health, safety and welfare of the City.
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154 Motion by Jarrod, second by Ald. T. Smith, to approve with the four stated conditions a
155 Conditional Use Permit to add three (3) antennas and ancillary equipment to the existing
156 telecommunications tower located at 1033 2nd Ave. SW, Onalaska, WI 54650. Tax Parcel #18-
157 939-0. Applicant: US Cellular & USCOC of La Crosse, LLC.

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159 On voice vote, motion carried.
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161 **Item 6 – Public Hearing for a Conditional Use Permit to remove three (3) antennas and**
162 **ancillary equipment and replace with six (6) antennas and six (6) remote radio units**
163 **(RRUs) on the existing telecommunications tower located at 1108 Venture Place, Onalaska,**
164 **WI 54650. Tax Parcel #18-2406-0. Applicant: T-Mobile & Bond Rentals, LLC.**
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- 166 1. Owner/developer shall pay all fees and have all plans reviewed and approved by the City
167 prior to obtaining applicable building permits. Owner/developer must have all conditions
168 satisfied and improvements installed per approved plans prior to issuance of occupancy

- 169 permits.
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171 2. Applicant to perform necessary modifications indicated in the structural analysis packet
172 provided to ensure public safety.
173
174 3. All conditions run with the land and are binding upon the original developer and all heirs,
175 successors and assigns so long as the conditional use is being actively used.
176
177 4. Owner/developer shall abide by the City's Ordinances, Unified Development Code and
178 Building Code requirements, as amended.
179
180 5. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued
181 use.
182

183 Mayor K. Smith opened the public hearing and called for anyone wishing to speak in favor of the
184 Conditional Use Permit.
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186 **Eric Greenfield, SBA Communications Corporation**
187 **470 Davidson Road**
188 **Pittsburgh**
189

190 Eric noted SBA owns the tower structure and told commission members he is available to
191 answer any questions they might have.
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193 Mayor K. Smith called three times for anyone else wishing to speak in favor of the Conditional
194 Use Permit and closed that portion of the public hearing.
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196 Mayor K. Smith called three times for anyone wishing to speak in opposition to the Conditional
197 Use Permit and closed the public hearing.
198

199 Katie told commission members the telecommunications structure is an 89-foot tall monopole
200 with three antennae and three Tower Mounted Amplifiers (TMUs). T-Mobile proposes to
201 remove the existing antennae and replace with six antennae and six Remote Radio Unites
202 (RRUs). The existing equipment is housed within a stealth concealment canister, which will not
203 fit the proposed additions. T-Mobile proposes to remove the canister and replace it with a
204 traditional monopole section. The cabinets and other ancillary equipment will also be
205 removed/replaced to service the new antennae. The proposed design will not result in changes to
206 the tower height or increased size of the overall compound. The applicant states that adding the
207 additional equipment is necessary to meet increased demand and will improve the range and
208 quality of service for the area served by the tower. The Structural Analysis Report as prepared
209 Tower Engineering Solutions was performed in accordance with the TIA-222-G Standard. The
210 results of the analysis show that portions of the existing tower foundation do not meet loading

211 requirements and modifications will be needed to safely support the existing and proposed
212 equipment. Therefore, city staff has added a condition of approval that states the applicant must
213 do everything possible to ensure that the tower is safe.

214

215 Katie said that while the city has no basis for denial of the CUP, it has found a basis to impose
216 the following conditions:

217

218 1. Owner/developer shall pay all fees and have all plans reviewed and approved by the City
219 prior to obtaining a building permit. Owner/developer must have all conditions satisfied
220 and improvements installed per approved plans prior to issuance of occupancy permits.

221 **Substantial Evidence:** This condition provides notice to the owner/developer that they
222 are to follow procedure for orderly development in the City of Onalaska in order to
223 promote the health, safety and welfare of the City.

224

225 2. Applicant to perform necessary modifications indicated in the structural analysis packet
226 provided to ensure public safety. **Substantial Evidence:** This condition acknowledges
227 the documentation provided by the applicant that the tower in its current capacity cannot
228 manage the proposed modifications without completing required modifications to the
229 tower. In order to allow the proposed project to move forward the applicant shall
230 complete the required modifications noted in the structural analysis packet.

231

232 3. All conditions run with the land and are binding upon the original developer and all heirs,
233 successors and assigns so long as the conditional use is being actively used. **Substantial
234 Evidence:** This condition acknowledges and provides public notice of the term and
235 puts the owner/developer and future owners on notice that they are bound by the
236 conditions and that they can continue the use as long as they follow the conditions and
237 actively use the conditional use.

238

239 4. Owner/developer shall abide by the City's Ordinances, Unified Development Code and
240 Building Code requirements, as amended. **Substantial Evidence:** This condition assures
241 that the owner/developer understands they must follow the City's Unified Development
242 Code and Building Code which they are required to follow in every way and that as they
243 are receiving the benefit of being allowed to have a use that is not within the standards of
244 the City's zoning code, failure to follow City ordinances may result in loss of their
245 conditional use permit.

246

247 5. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued
248 use. **Substantial Evidence:** This shifts the burden to the owner of the property to
249 provide proof that the use is active and continuing. Ensuring that existing permits are still
250 valid and being properly used ensures compliance with the City's procedures and
251 ordinances and promotes interaction and communication with the City which further
252 orderly development and the health, safety and welfare of the City.

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253
254 Motion by Ald. T. Smith, second by Craig, to approve with the five stated conditions a
255 Conditional Use Permit to remove three (3) antennas and ancillary equipment and replace with
256 six (6) antennas and six (6) remote radio units (RRUs) on the existing telecommunications tower
257 located at 1108 Venture Place, Onalaska, WI 54650. Tax Parcel #18-2406-0. Applicant: T-
258 Mobile & Bond Rentals, LLC.

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260 On voice vote, motion carried.

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262 **Adjournment**

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264 Motion by Ald. T. Smith, second by Craig, to adjourn at 7:20 p.m.

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266 On voice vote, motion carried.

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269 Recorded by:
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271 Kirk Bey