

**Plan Commission
of the City of Onalaska**
Tuesday, March 26, 2019
1

1 The Meeting of the Plan Commission of the City of Onalaska was called to order at 7:00 p.m. on
2 Tuesday, March 26, 2019. It was noted that the meeting had been announced and a notice posted
3 at City Hall.

4
5 Roll call was taken, with the following members present: Mayor Joe Chilsen, Ald. Jim Binash,
6 City Engineer Jarrod Holter, Jan Brock, Paul Gleason, Skip Temte, Craig Breitsprecher

7
8 Also Present: Deputy City Clerk JoAnn Marcon, Planning Manager Katie Aspenson, Fire Chief
9 Billy Hayes

10
11 Excused Absence: Steven Nott

12
13 **Item 2 – Approval of minutes from previous meeting**

14
15 Motion by Craig, second by Ald. Binash, to approve the minutes from the previous meeting as
16 printed and on file in the City Clerk’s Office.

17
18 On voice vote, motion carried.

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

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

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

26
27 **Item 4 – Review and Consideration of a request by Derek Polum, Store Manager of Home**
28 **Depot, to host an extended tent sale event in 2019 at 2927 Market Place, Onalaska, WI (Tax**
29 **Parcel #18-3635-4)**

30
31 Katie said the City of Onalaska allows outdoor sales and displays as a permitted accessory use in
32 certain zoning districts. The outdoor sales and displays are limited to 30 days, unless otherwise
33 approved by the Plan Commission. Temporary tent(s) may be installed for a maximum of 180
34 days annually. Katie said city staff had received a request from Home Depot on February 7, to
35 allow the operation of its seasonal garden center that lasts from April 10, 2019 through August
36 10, 2019. Katie noted Home Depot has filed its application for a Temporary Outdoor Sales Tent
37 Permit with the Inspection Department, and it intends to set up one temporary tent structure that
38 measures 24-by-41 feet (984 square feet) and will sell plants. Katie said staff recommends
39 approving Home Depot’s request, conditioned upon obtaining a tent permit from the Inspection
40 Department.

41

42 Motion by Ald. Binash, second by Craig, to approve a request by Derek Polum, Store Manager
43 of Home Depot, to host an extended tent sale event in 2019 at 2927 Market Place, Onalaska, WI
44 (Tax Parcel #18-3635-4), conditioned upon obtaining a tent permit from the Inspection
45 Department.

46
47 On voice vote, motion carried.

48
49 **Item 5 – Review and Consideration of a Final Implementation Plan for a Planned Unit**
50 **Development (PUD) application filed by Marvin Wanders of GRR Onalaska, LLC, P.O.**
51 **Box 609, La Crosse, WI 54602 for a multifamily residential development (98 units within**
52 **three (3) structures) and a commercial/residential mixed-use development to be located at**
53 **200 Court Street, Court Street South, 300 Court Street South, 400 Court Street South,**
54 **Onalaska, WI 54650 (land owned by the City of Onalaska) (Tax Parcel #s 18-24-0, 18-25-0,**
55 **18-32-0 & 18-38-0)**

- 56
57 1. Park Fee of \$922.21 (per unit) due prior to issuance of building permit for each building.
58 102 total units * \$922.21/unit = \$94,065.42 dollars. **UPDATED CONDITION.**
59
60 2. Site Plan Review will be required for individual buildings/parking lots/drives/etc. to be
61 reviewed and approved by City Staff prior to construction activities if done on a phased
62 approach or all at one (1) time.
63
64 3. Development is contingent upon relocation of City Sanitary Sewer Lift Station. Lift
65 station relocation is contingent upon funding of project as negotiated with developer.
66 Sanitary Lift Station location, sizing, and design to be approved by City Engineer.
67
68 4. All infrastructure design for development to be approved by City Engineer. Water main
69 to be looped to Irvin Street. Fire hydrants locations and number of hydrants to be
70 approved by City Engineer. Storm sewer to be relocated and final location to be
71 approved by City Engineer.
72
73 5. Parking within Court Street South right-of-way to be approved through lease or another
74 form as deemed appropriate by City Legal Counsel.
75
76 6. Certified Survey Map of site to confirm locations of parcels, including vacated Right-of-
77 Way and areas within Right-of-Way along 1st Avenue South.
78
79 7. Obtain Wisconsin DNR approval of soil contamination at City Shop (existing structure).
80
81 8. Hickory Street between Court Street South and 2nd Avenue South to be reconstructed as
82 approved by City Engineer.
83

- 84 9. Infrastructure costs with calculations to be submitted for City Engineer review.
85
- 86 10. Development shall obtain proper archaeological permits and have Archaeologist on-site
87 for ground disturbing activities.
88
- 89 11. Traffic circulation plan to be review and approved by City Engineer, including Fire
90 Department apparatus access.
91
- 92 12. Owner/developer shall record with the La Crosse County Register of Deeds the legal
93 description of the Downtown-Planned Unit Development and the Conditions of Approval
94 tied to the development. These conditions shall not lapse or be waived as a result of any
95 subsequent change in ownership of tenancy.
96
- 97 13. If in the future the owner/developer creates Declaration of Covenants, Conditions and
98 Deed Restrictions, etc. that at a minimum address maintenance, repair, and replacement
99 of parking lots/private drives, the buildings including all common areas and green spaces,
100 stormwater management/easement areas, as well as any ownership or use restrictions for
101 parcel/development; a copy shall be provided to the Planning Department and recorded at
102 the La Crosse County Register of Deeds. Any amendments to the aforementioned
103 document to be recorded at the La Crosse County Register of Deeds and a copy provided
104 to the Planning Department.
105
- 106 14. Owner/developer to submit a Master Signage Plan noting location(s) of freestanding
107 monument signs for internal traffic control as part of Final Implementation Plan process.
108
- 109 15. Master Grading and Stormwater plan to be reviewed & approved by the City Engineer.
110
- 111 16. Owner/developer to submit a digital and hard copy of the WIDNR NR 216/NOI
112 application, permit, approval letter and associated data prior to construction to the
113 Engineering Department. A City Erosion Control Permit for greater than one (1) acre of
114 land disturbance is required before any earth moving activities occur. Permit to be
115 reviewed and approved a minimum of ten (10) days prior to construction activities.
116
- 117 17. All erosion control BMPs (Best Management Practices) to be installed prior to the start of
118 any construction activities. Swale areas/stormwater ponds to be dug prior to start of
119 construction and prior to initial grading to act as sediment traps. Track pad(s) to be
120 installed with a minimum of 3 to 6-inch stones, one (1) foot deep and fifty (50) feet in
121 length. All disturbed areas to have black dirt placed and seeded with seven (7) days of
122 disturbance.
123
- 124 18. Master Utility Plan (including any phasing) to be reviewed and approved by the City
125 Engineer, including a schedule. Any utilities dedicated to the City of Onalaska shall be

- 126 in a dedicated right-of-way, outlot, or easement.
127
- 128 19. Owner/developer to request and have the vacation/discontinuance of portions of Hickory
129 Street and Green Street between 1st Avenue South and Court Street South finalized prior
130 to any construction activities.
131
- 132 20. Provide a phasing plan that determined what infrastructure/site improvements (grading,
133 stormwater controls, landscaping, future road, utilities, etc.) are required with each phase
134 for the development. Have scheduling include a map with a “bubble diagram” around
135 each area noting proposed construction year.
136
- 137 21. Parcels to be combined into one (1) parcel for the principal and accessory structures and
138 the parking lot to be located on one parcel. Contact La Crosse County Land Information
139 Department to complete this condition. Parcel modification to be completed prior to
140 issuance of a building permit.
141
- 142 22. City-furnished Inspector required during utility installations and developer to pay costs.
143
- 144 23. As-builts of all utility work required to be submitted to the Engineering Department
145 within sixty (60) days of occupancy of each building.
146
- 147 24. Owner/developer to receive written approval from Xcel Energy regarding planned
148 development in relation to easement(s) on the parcels in question.
149
- 150 25. Building locations to be confirmed in relation to overhead power lines and Railroad
151 Right-of-Way.
152
- 153 26. Final, colored renderings of all four (4) sides of proposed buildings noting architectural
154 elevations with details and materials to be reviewed and approved during the Site Plan
155 Review process. **UPDATED CONDITION.**
156
- 157 27. Master Open Space Plan with provision for maintenance and pedestrian accessibility
158 plan (trails, connections, etc.) to be reviewed and approved by the Engineering &
159 Planning Departments.
160
- 161 28. Master Landscaping Plan to be reviewed and approved by the Planning Department
162 during the Site Plan Review process. **UPDATED CONDITION.**
163
- 164 29. All final Master water, sewer, drainage and grading plans for the entire development are
165 required to be submitted for review and approval prior to any site plan review requests
166 for individual buildings.
167

168 30. Any future improvements to these parcels may be subject to additional City permits (i.e.,
169 site plan approvals, building permits, zoning approvals). Owner/developer shall pay all
170 fees and have all plans reviewed and approved by the City prior to obtaining a building
171 permit. Owner/developer must have all conditions satisfied and improvements installed
172 per approved plans prior to issuance of occupancy permits.
173

174 31. All conditions run with the land and are binding upon the original developer/applicant
175 and all heirs, successors and assigns. The sale or transfer of all or any portion of the
176 property does not relieve the original developer from payment of any fees imposed or
177 from meeting any other conditions.
178

179 32. Any omissions of any conditions not listed in minutes shall not release the property
180 owner/developer from abiding by the City's Unified Development Code requirements.
181

182 Katie said this is the Final Implementation Plan for the Great River Residences Planned Unit
183 Development, a project slated for the downtown district. Katie noted the overall number of
184 residential units has increased from 98 to 102 within four structures, including the mixed-use
185 development on the north end of the property. The City of Onalaska currently owns all the
186 properties, and the streets that separate those parcels (Hickory Street, Green Street) have since
187 been vacated. The city's Public Utilities Shop and garages are located on the parcels that will
188 need to be demolished to facilitate construction. The proposed total cost of the project is
189 \$16,653,847.98.
190

191 Katie said the tentative schedule for implementation is as follows:
192

- 193 • **April 2019:** Complete Entitlement Process/Approve Development Agreement
- 194 • **June 2019:** Begin Construction/Demolition
- 195 • **June 1, 2020:** Project Completion Date (for all four structures)
196

197 The breakdown of the proposed structures (from north to south) is as follows:
198

- 199 • **Mixed Use Building:** 2,000 square feet for a coffee shop/restaurant with three efficiency
200 apartments. A circular drive-through is proposed for the coffee shop. Additional angular
201 parking available along Hickory Street (one-way into the site toward the west), allowing
202 nine stalls with a pedestrian way allowing access to the commercial structure. Parking
203 for the apartments is proposed for behind the 12-unit structure. There also is proposed
204 stair and ADA ramp accessibility from the existing municipal parking lot east of the site.
- 205 • **Multifamily Structure No. 1:** 23,174 square feet with 12 units (mixture of 1, 2, and 3-
206 bedroom units) and 13 garages with additional surface parking (15 stalls shared with
207 Mixed Use Building).
- 208 • **Multifamily Structure No. 2:** 39,025 square feet with 21 units (mixture of 1, 2, and 3-

209 bedroom units) and 22 garages with seven stalls east of the structure and 11 stalls west of
210 the structure.

- 211 • **Multifamily Structure No. 3:** 79,980 square feet with 66 units (mixture of studios, 1 and
212 2-bedroom units) and has both underground (41 stalls) and 72 stalls of surface parking.

213

214 Katie said according to the applicant, the significance of the Great River Residences is the
215 following:

216

- 217 • The project will result in an economic and aesthetic benefit to the City of Onalaska and
218 the surrounding area (including a growth in tax base and creation and retention of jobs).
- 219 • Add to the existing downtown revitalization efforts.
- 220 • Provide housing options to attract both new and existing residents.
- 221 • Increase revenue for the City of Onalaska.

222

223 Katie said the following Standards for Review were considered as part of this review:

224

- 225 • **Permitted Uses:** Proposed uses throughout the entire development include multifamily
226 dwellings, food-related services, retail uses, service-oriented and/or personal services
227 (and similar) businesses.
- 228 • **Conditional Uses:** None proposed.
- 229 • **Density:**
 - 230 ○ **Effect on adjacent properties:** Properties west and north of the proposed D-
231 PUD are publicly owned lands (marsh, Great River Landing, railroad), and the
232 railroad. Properties south of the proposed D-PUD include single-family
233 residences. Properties east of the proposed D-PUD include commercial entities
234 and a church.
 - 235 ○ **Adequacy of public & private services/infrastructure:** This plan requires new
236 watermain, sanitary sewer, storm sewer, and lift station to service the proposed
237 structures and site. Existing watermain, sanitary sewer, storm sewer and lift
238 station will be removed and rerouted around the proposed structures to maintain
239 service to adjacent properties. The new watermain will service the structures and
240 new hydrants along Court Street South. A new Utility Plan has been included in
241 commission members' packets.
 - 242 ○ **Overall design:** Proposed architectural renderings of the structures have been
243 provided for Plan Commission review.
 - 244 ○ **Scale and massing of structures:** The properties from north to south drop in
245 elevation by 18 feet. The end result is that while the proposed 66-unit structure is
246 four stories high, the height difference between Multifamily Structure No. 1 and
247 Multifamily Structure No. 3 is very small. Further, from the east side of Court
248 Street South (commercial businesses along 2nd Avenue South) to the properties in
249 question, there is another drop-in elevation by 6 feet. The impact of the elevation

- 250 change is that the rooftops of the structures will not be substantially higher than
251 the commercial structures along 2nd Avenue South and should not negatively
252 impact current views. Site line drawings showing cross-sections of views from
253 the perspective of a person driving along State Trunk Highway 35 have been
254 included in commission members' packets.
- 255 ○ **Building elevations and setbacks:** Building elevations and updated architectural
256 renderings have been provided for Plan Commission review. Some have changed
257 slightly in terms of shifting where the buildings are located.
 - 258 ○ **Landscaping, screening and buffering:** The 12-unit and 21-unit structures will
259 have individual private open spaces for residences, and intend to creatively use
260 grouped landscaping in predetermined locations to not impact existing overhead
261 utility lines. The developer intends to use "edible landscaping" (berry bushes,
262 etc.) for residents to enjoy. A final Landscaping Plan has been provided for Plan
263 Commission review. There are 26 trees proposed (a mixture of low-growth and
264 traditional trees), and approximately 20,000 square feet of landscaping. The
265 proposed Landscaping Plan has been included in commission members' packets.
266 During the Site Plan Review process, the absolute counts of trees and total
267 landscaping plan will be reviewed and approved by the Planning Department.
268 The Planning Department will inform the developer if staff believes additional
269 buffering is required, and staff will ensure that a maple tree is not planted under a
270 power line.
 - 271 ○ **Open space provision and design:** The Great River Landing is located just
272 north of the proposed development, as is Dash-Park, allowing more visitors and
273 residences to utilize existing city parks. The total site is 3.01 acres, with 98,103
274 square feet of impervious area (parking, concrete/walks, and structures) totaling
275 74.8 percent of the site. The remaining green space is 33,115 square feet (25.2
276 percent), and it is open space, not including the nearly 7,000 square feet of patio
277 areas on top of the garages in the 12- and 21-unit townhome spaces.
 - 278 ○ **Retention of natural, cultural, and historic resources:** The developer will be
279 required to obtain all necessary State Archaeological Permits and have an
280 archaeologist on site during ground-disturbing activities.
 - 281 ● **Setbacks:** Setbacks may vary in D-PUDs. Each structure will "front" onto Court Street
282 South, with the Mixed-Use Structure setback 60 feet, Multifamily Structure No. 1 setback
283 28 feet, and Multifamily Structure No. 2 setback 46 feet from Court Street South.
284 Multifamily Structure No. 3 is proposed to be setback 66 feet from Court Street South to
285 allow for additional parking to be east of the structure along the alley. All structures,
286 excluding Multifamily Structure No. 3, will have a minimum of 30 feet setback from the
287 rear property line, and the bulk of the Multifamily Structure No. 3 would have a zero-foot
288 setback. The Mixed-Use Structure is proposed to be setback a minimum of 15 feet from
289 Irvin Street, and setback 22 feet from the Multifamily Structure No. 1. Multifamily
290 Structure No. 1 and Multifamily Structure No. 2 will be separated by 50 feet, and
291 Multifamily Structure No. 2 and Multifamily Structure No. 3 will be setback

- 292 approximately 30 feet. The Landscaping Plan shows the location of a pedestrian plaza
293 area.
- 294 • **Building Height:** The Mixed-Use Structure is proposed to be two stories (not to exceed
295 40 feet in height), and the Multifamily Structures No. 1 and No. 2 are proposed in stacked
296 townhome design of approximately 2½ stories (38 feet, 1½ inches in height). The
297 Multifamily Structure No. 3 is proposed to be four stories with a level of underground
298 parking (53 feet, 1 25/32 inches in height).
 - 299 • **Environmental Design:** The project has been designed to accommodate the unique
300 slope/elevation changes found on the properties in question.
 - 301 • **Open Space:** Addressed earlier.
 - 302 • **Architecture:** Architectural plans and renderings haven been included for Plan
303 Commission review.
 - 304 • **Parking:** Parking on site is proposed to be a total of 149 parking stalls, 76 of which
305 would be covered (garages or underground parking), and 73 surface parking stalls.
 - 306 ○ **Mixed-Use Structure:** Parking for both residences and customers found behind
307 Multifamily Structure No. 1 (15 spaces).
 - 308 ○ **Multifamily Structure No. 1:** Thirteen garages and 15 surface parking stalls.
309 Note: These stalls also are available for the mixed-use structure.
 - 310 ○ **Multifamily Structure No. 2:** Twenty-two garages and 27 surface parking stalls.
311 Note: These stalls also are available for the Multifamily Structure No. 1.
 - 312 ○ **Multifamily Structure No. 3:** Forty-one garage stalls (underground parking),
313 and 31 surface parking stalls.
 - 314 • **Streets, Utilities, Drainage:** A variety of improvements related to watermain, sanitary
315 sewer, storm sewer, and lift station, as well as improvements to Court Street South, will
316 be required to facilitate this new development. Additional details have been included in
317 the updated Utility Plan. Note: During the Site Plan Review process, the Engineering
318 Department will have to approve all street, utility, and drainage plans.
 - 319 • **Circulation/Access:** With the necessary improvements to Court Street South, city staff
320 and city legal counsel are working with the applicant to ensure proper circulation for the
321 proposed development. Currently, access points are proposed off Irvin Street (one-way
322 access), Hickory Street (two-way access), and Fern Street. Note: During the Site Plan
323 Review process, the Engineering Department will have to approve all proposed access
324 plans. Part of that is ensuring appropriate Fire Department accessibility.
 - 325 • **Landscaping:** The proposed Landscaping Plan has been attached for Plan Commission
326 review.
 - 327 • **Signs:** The applicant is continuing to work on a Master Signage Plan that will be tied to
328 the final circulation/access plan. A menu board sign is proposed on the east side of the
329 drive-through circle that will be required to follow square footage maximums of the
330 Zoning Ordinance, but not the 5-foot setback rule. However, the entire sign will be
331 required to be on the property in question. Additional signage for wayfinding and for the
332 Great River Residences may be proposed later in the Site Plan Review process that will

**Plan Commission
of the City of Onalaska**
Tuesday, March 26, 2019
9

333 be required to adhere to Zoning Ordinance regulations.

334

335 Katie said the action being requested this evening is consideration of the request to approve the
336 Final Implementation Plan for the Downtown Planned Unit Development and the associated 32
337 conditions of approval.

338

339 Motion by Craig, second by Ald. Binash, to approve with the 32 conditions recommended by
340 city staff a Final Implementation Plan for a Planned Unit Development (PUD) application filed
341 by Marvin Wanders of GRR Onalaska, LLC, P.O. Box 609, La Crosse, WI 54602 for a
342 multifamily residential development (98 units within three (3) structures) and a
343 commercial/residential mixed-use development to be located at 200 Court Street, Court Street
344 South, 300 Court Street South, 400 Court Street South, Onalaska, WI 54650 (land owned by the
345 City of Onalaska) (Tax Parcel #s 18-24-0, 18-25-0, 18-32-0 & 18-38-0).

346

347 Paul said it is his understanding that Irvin Street is accessed only for the coffee shop building –
348 ingress and egress.

349

350 Jarrod told Paul he is correct, noting part of that location has been designated as Fire Department
351 and emergency access through the courtyard. Jarrod said this has been reviewed with Fire Chief
352 Hayes, and turning radiuses also have been reviewed. The developer has submitted an updated
353 plan showing that it appears a fire truck will be able to maneuver in that location. Jarrod said
354 regular vehicle access will not be allowed.

355

356 Paul asked if the Hickory Street entrance is one-way only.

357

358 Jarrod told Paul he is correct.

359

360 Paul said it is his understanding Court Street going south to Fern Street is two-way, ingress and
361 egress, for the apartments.

362

363 Jarrod told Paul he is correct and said one reason city staff wanted to retain two-way access is for
364 the existing two homes. Jarrod said it would be difficult to have access for the two homeowners
365 and not allow in the Great River Residences' residents.

366

367 Paul asked to which standard Court Street will be improved, noting he had driven on it earlier
368 Tuesday and stating he considers it a one-way street.

369

370 Jarrod admitted Court Street is a narrow alley that measures approximately 18 to 20 feet wide.
371 Jarrod said, "Depending on what we have for future development with those two homes, we're
372 limited on right-of-way and what we have there. We only have 20 feet of right-of-way and we
373 have the stairway encroachment, so there is not a lot of room ..."

374

**Plan Commission
of the City of Onalaska**
Tuesday, March 26, 2019
10

375 Paul asked if any improvements will be made now, or if it will be left as-is for the time being.
376

377 Jarrod said the plan for now is to leave the street as it is, noting it was paved in approximately
378 2016 and the pavement is in good condition. Regarding widening Court Street, Jarrod said there
379 is no right-of-way to widen it at this point.
380

381 Mayor Chilsen asked Fire Chief Hayes for his input.
382

383 Fire Chief Hayes told Mayor Chilsen a meeting is scheduled for Thursday with Jarrod, Assistant
384 Fire Chief/Fire Marshall Troy Gudie, and Marvin Wanders. Fire Chief Hayes said the developer
385 has re-added rear access off Irvin Street to Multifamily Structure No. 1. In addition, there will be
386 another path for emergency vehicles (primarily ambulance access) in the front of Multifamily
387 Structure No. 1. Fire Chief Hayes said a fire lane will need to be installed in the curbing of the
388 parking lot that will be located off Irvin Street and 2nd Avenue so that Fire Department apparatus
389 may access the front side of Multifamily Structure No. 1. Fire Chief Hayes noted the Fire
390 Department will be able to access the front of both Multifamily Structure No. 2 and Multifamily
391 Structure No. 3. However, Fire Chief Hayes also noted the power lines that run in front of the
392 buildings will be an obstruction for the Fire Department, adding one of the topics of Thursday's
393 discussion will be whether or not the lines may be buried.
394

395 Mayor Chilsen asked Fire Chief Hayes if there are plans to lay down a mat-like substance in
396 front of the building so that Fire Department vehicles may go around.
397

398 Jarrod said he believes all the surfaces planned for Fire Department access will be paved. Jarrod
399 said it either will be the driving lane and the parking areas, or Court Street will be paved and the
400 pedestrian way between Hickory Street and Irvin Street will be a 10-foot wide, concrete
401 walkway. The parking lot located at Irvin Street and 2nd Avenue also would be paved. Jarrod
402 said there will not be any access to the rear of the larger building due to the steep slope down to
403 1st Avenue and the railroad tracks.
404

405 Fire Chief Hayes said the reason the Fire Department had requested that the street be paved in
406 front of Multifamily Structure No. 1 for ambulance entrance.
407

408 On voice vote, motion carried.
409

410 **Item 6 – Review and Consideration of a Final Plat filed by Jacob Burch of Logistics**
411 **Development Group, LLC, 2102 State Highway 16, La Crosse, WI 54601 for the Crestwood**
412 **Estates Development, an 18-parcel lot land division along Crestwood Lane located at “State**
413 **Road 16” at the end of Crestwood Lane, Onalaska, WI 54650 (Tax Parcel #18-4483-1)**
414 **(formerly Tax Parcel #9-13-5)**
415

416 1. Final Plat Fee of \$150.00 + \$10.00 per lot X 18 lots = \$330.00 dollars (PAID).

Reviewed 3/28/19 by Katie Aspenson

- 417
418
419
420
421
422
423
424
425
426
427
428
429
430
431
432
433
434
435
436
437
438
439
440
441
442
443
444
445
446
447
448
449
450
451
452
453
454
455
456
457
458
2. US HWY 16 Sanitary Sewer fee of \$874.00/acre X 17.646 acres = \$15,422.60 to be paid prior to City signing Final Plat. **NEW CONDITION.**
 3. Crestwood Booster Station Area Fee. Proposed fee = \$3,500.00/acre X 17.646 acres = \$61,761.00 to be paid after passage of City Ordinance. Developer shall submit letter of credit in amount of \$61,761.00 prior to City signing Final Plat. **NEW CONDITION.**
 4. Park Fee of \$922.21 (per unit) due prior to issuance of building permit for each buildable lot. 18 total lots * \$922.21/unit = \$16,599.78.
 5. Topography Map fee of \$10.00 (per acre). \$10/acre X 23.16 acres = \$231.60 to be paid prior to City signing Final Plat.
 6. Adhere to all conditions of the Crestwood Estates Planned Unit Development (PUD) as approved by the Common Council on February 12, 2019.
 7. Development is contingent upon City installation of water booster station along Crestwood Lane. Installation of water booster station is contingent upon City receiving necessary permits and approvals, and obtaining lands for the water booster station.
 8. Owner/developer to be aware that City water system provides service to elevation 930'; meeting Wisconsin DNR minimum pressure requirements. Owner/developer to be aware Wisconsin DNR minimum water pressure supplied at a main is 35 psi, which occurs at elevation 930' in the City of Onalaska High Zone Service. Water pressure for owner satisfaction in a typical residential home is higher than the Wisconsin DNR minimum. Lots 13-18 building pad and home elevations will exceed water service elevation for water system. Owner/developer to supply City with written plan for water service to these lots. Owner/developer is required to inform all lot buyers of water pressures within the Crestwood Estates Development.
 9. Residential dwellings and driveways to be located in the areas noted as "building pad" and "driveways" on the Final Plat. If modifications are to be made to proposed location, the owner/developer shall either (a) follow traditional zoning setbacks for the Single Family Residential (R-1) Zoning District or (b) amend the Crestwood Estates Planned Unit Development on a lot-by-lot basis with Plan Commission and Common Council approval. **NEW CONDITION.**
 10. All infrastructure design for development to be approved by the City Engineer. Review of street widths and pavement cross section with final approval by the City Engineer.
 11. Phasing of construction of infrastructure in development to be coordinated with City

- 459 infrastructure installation along Crestwood Lane.
460
461 12. Final Implementation Plan to be submitted for review and approval prior to any
462 development activities.
463
464 **13.** Owner/developer shall record with the La Crosse County Register of Deeds the legal
465 description of the Planned Unit Development and the Conditions of Approval tied to the
466 development (Final Implementation Plan) and Final Plat and Conditions of Approval and
467 a copy provided to the Planning Department. These conditions shall not lapse or be
468 waived as a result of any subsequent change in ownership of tenancy. **UPDATED**
469 **CONDITION.**
470
471 14. If in the future the owner/developer creates Declaration of Covenants, Conditions and
472 Deed Restrictions, etc. that at a minimum address maintenance, repair, and replacement
473 of parking lots/private drives, the buildings including all common areas and green spaces,
474 stormwater management/easement areas, as well as any ownership or use restrictions for
475 parcel/development; a copy shall be provided to the Planning Department and recorded at
476 the La Crosse County Register of Deeds. Any amendments to the aforementioned
477 document to be recorded at the La Crosse County Register of Deeds and a copy provided
478 to the Planning Department.
479
480 **15.** Thirty (30) percent slopes to be identified on a plan and also indicate a ten (10) foot
481 buffer surrounding the identified slopes. Building pads/residences/structures may not
482 infringe upon this area.
483
484 **16.** Tree/Land Preservation Plan (landscaping/open space/tree preservation) to be reviewed
485 and approved by the Planning Department. A minimum of two (2) trees to be installed in
486 the boulevard area per lot prior to issuance of individual occupancy permits. Trees to be
487 a minimum of 1½ caliper (measured by diameter at breast height). **UPDATED**
488 **CONDITION.**
489
490 17. Owner/developer to submit a digital and hard copy of the WIDNR NR 216/NOI
491 application, permit, approval letter and associated data prior to construction to the
492 Engineering Department. A City Erosion Control Permit for greater than one (1) acre of
493 land disturbance is required before any earth moving activities occur. Permit to be
494 reviewed and approved a minimum of ten (10) days prior to construction activities.
495
496 18. All erosion control BMPs (Best Management Practices) to be installed prior to the start of
497 any construction activities. Swale areas/stormwater ponds to be dug prior to start of
498 construction and prior to initial grading to act as sediment traps. Track pad(s) to be
499 installed with a minimum of 3 to 6-inch stones, one (1) foot deep and fifty (50) feet in
500 length. All disturbed areas to have black dirt placed and seeded with seven (7) days of

- 501 disturbance.
502
503 19. Master Utility Plan (including any phasing) to be reviewed and approved by the City
504 Engineer, including a schedule. Any utilities dedicated to the City of Onalaska shall be
505 in a dedicated right-of-way, outlot, or easement. Master Utility Plan to note hydrant
506 locations.
507
508 20. City-furnished Inspector required during utility installations and developer to pay costs.
509
510 21. As-builts of all utility work required to be submitted to the Engineering Department
511 within sixty (60) days of occupancy of each building.
512
513 22. Owner/developer to obtain letters from utility service providers noting that there is
514 adequate power, natural gas, and telephone/internet services available to serve this
515 project and provided to the Engineering Department.
516
517 23. All lot pins to be installed at 150' (maximum interval).
518
519 24. Recommend 13R sprinkler systems for residences due to anticipated topography,
520 setbacks of homes of streets and non-direct driveways.
521
522 25. Any future improvements to these parcels may be subject to additional City permits (i.e.,
523 site plan approvals, building permits, zoning approvals). Owner/developer shall pay all
524 fees and have all plans reviewed and approved by the City prior to obtaining a building
525 permit. Owner/developer must have all conditions satisfied and improvements installed
526 per approved plans prior to issuance of occupancy permits.
527
528 26. All conditions run with the land and are binding upon the original developer/applicant
529 and all heirs, successors and assigns. The sale or transfer of all or any portion of the
530 property does not relieve the original developer from payment of any fees imposed or
531 from meeting any other conditions.
532
533 27. Any omissions of any conditions not listed in minutes shall not release the property
534 owner/developer from abiding by the City's Unified Development Code requirements.
535

536 Katie said the existing zoning for this property is Single Family Residential, with the Planned
537 Unit Development known as Crestwood Estates. The Final Plat request is to facilitate the
538 development of a single-family residential development consisting of 18 lots (approximately 0.8
539 acres/lot) located in the bluff systems of eastern Onalaska near Nathan Hill. Katie noted both the
540 Final Plat and the Final Plat Application are included in commission members' packets. Katie
541 said the action being requested is consideration of the proposed Final Plat for Crestwood Estates
542 and the associated 27 conditions of approval. Katie noted that Condition Nos. 2, 3, and 9 are

**Plan Commission
of the City of Onalaska**
Tuesday, March 26, 2019
14

543 new, and also that Condition Nos. 13 and 16 have been updated.

544

545 Motion by Ald. Binash, second by Craig, to approve with the updated 27 conditions a Final Plat
546 filed by Jacob Burch of Logistics Development Group, LLC, 2102 State Highway 16, La Crosse,
547 WI 54601 for the Crestwood Estates Development, an 18-parcel lot land division along
548 Crestwood Lane located at "State Road 16" at the end of Crestwood Lane, Onalaska, WI 54650
549 (Tax Parcel #18-4483-1) (formerly Tax Parcel #9-13-5).

550

551 On voice vote, motion carried.

552

553 **Item 7 – Review and Consideration of an Invoice from Hoisington Koegler Group, inc.**
554 **(HKGi) for UDC/Zoning Ordinance Rewrite Project**

555

556 Katie noted commission members' packets include a copy of HKGi's latest invoice for the
557 UDC/Zoning Ordinance Rewrite Project covering February 1 through February 28. The total of
558 the invoice is \$9,997.77.

559

560 Motion by Ald. Binash, second by Skip, to approve Invoice No. 018-021-10 from Hoisington
561 Koegler Group, inc. (HKGi) for UDC/Zoning Ordinance Rewrite Project in the amount of
562 \$9,997.77.

563

564 Mayor Chilsen said he believes the Plan Commission must forward the invoice to the Common
565 Council as the Council is the only body that may pay the invoice. Mayor Chilsen asked Ald.
566 Binash if that is a friendly amendment.

567

568 Ald. Binash and Skip both said they accept the friendly amendment.

569

570 Mayor Chilsen stated for clarification the Plan Commission will be forwarding Invoice No. 018-
571 021-10 in the amount of \$9,997.77 to the Common Council for payment at the Council's April 9
572 meeting.

573

574 On voice vote, motion carried.

575

576 **Item 8 – Closed Session**

577

578 To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin
579 Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the
580 investing of public funds or conducting other specified public business whenever competitive or
581 bargaining reasons require a closed session:

582

**Plan Commission
of the City of Onalaska**
Tuesday, March 26, 2019
15

- 583 • Discussion and Consideration of a Development Agreement with Marvin Wanders of
584 Three Sixty Real Estate Solutions, LLC, PO Box 609, La Crosse, WI 54602 as associated
585 with Tax Increment District (TID) #5
586

587 If any action is required in Open Session, as the result of the Closed Session, the Plan
588 Commission will reconvene in Open Session to take the necessary action and/or continue on with
589 the printed agenda.
590

591 Motion by Ald. Binash, second by Craig, to convene in Closed Session.
592

593 On roll call vote: Mayor Joe Chilsen – aye, Ald. Jim Binash – aye, City Engineer Jarrod Holter –
594 aye, Jan Brock – aye, Paul Gleason – aye, Skip Temte – aye, Craig Breitsprecher – aye. In
595 Closed Session at 7:30 p.m.
596

597 Motion by Ald. Binash, second by Craig, to adjourn in Closed Session at 7:45p.m.
598

599 On roll call vote: Mayor Joe Chilsen – aye, Ald. Jim Binash – aye, City Engineer Jarrod Holter –
600 aye, Jan Brock – aye, Paul Gleason – aye, Skip Temte – aye, Craig Breitsprecher – aye. Motion
601 carried 7-0.
602

603

604

605 Recorded by:

606

607 Kirk Bey