

Plan Commission Sub Committee

of the City of Onalaska

Tuesday, January 9, 2018

1

1 The Meeting of the Plan Commission Sub Committee of the City of Onalaska was called to order
2 at 4:30 p.m. on Tuesday, January 9, 2018. It was noted that the meeting had been announced and
3 a notice posted at City Hall.

4

5 Roll call was taken, with the following members present: Ald. Jim Binash, Craig Breitsprecher.
6 City Engineer Jarrod Holter arrived with the meeting in progress.

7

8 Also Present: City Administrator Eric Rindfleisch, Planner/Zoning Inspector Katie Aspenson

9

10 **Item 2 – Approval of minutes from previous meeting**

11

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

14

15 On voice vote, motion carried.

16

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

18

19 Ald. Binash called three times for anyone wishing to provide public input and closed that portion
20 of the meeting.

21

22

Consideration and possible action on the following items:

23

24 **Item 4 – Review and Consideration to Vacate and Discontinue a portion of the alley from**
25 **Locust Street to King Street between 4th Avenue North and 5th Avenue North, submitted by**
26 **Jeff Moorhouse, on behalf of United Methodist Church, 214 4th Avenue North, Onalaska,**
27 **WI 54650**

28

29 1. All conditions run with the land and are binding upon the original developer and all heirs,
30 successors and assigns. The sale or transfer of all or any portion of the property does not
31 relieve the original developer from payment of any fees imposed or from meeting any
32 other conditions.

33

34 2. Any omissions of any conditions not listed in committee minutes shall not release the
35 property owner/developer from abiding by the City’s Unified Development Code
36 requirements.

37

38 Katie noted that on November 28, 2017 Jeff Moorhouse, acting on behalf of United Methodist
39 Church, requested that the City of Onalaska vacate a portion of the alley that separates the
40 parcels owned by the applicant. The applicant is requesting the vacation/discontinuance to allow
41 the land to be utilized for future development by United Methodist Church. Katie noted that on
42 December 12, 2017 the Common Council approved a Preliminary Resolution to vacate and

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43 discontinue a portion of the alley from Locust Street to King Street between 4th Avenue North
44 and 5th Avenue North. A public hearing has been scheduled for review and consideration of the
45 proposed vacation at the February 13 Common Council meeting. Katie said there are two
46 conditions of approval tied to this development.

47

48 Motion by Ald. Binash, second by Craig, to recommend to the Plan Commission the vacation
49 and discontinuance of a portion of the alley from Locust Street to King Street between 4th
50 Avenue North and 5th Avenue North, submitted by Jeff Moorhouse, on behalf of United
51 Methodist Church, 214 4th Avenue North, Onalaska, WI 54650.

52

53 Ald. Binash noted that United Methodist Church owns property on both sides of the alley, and he
54 said, "It's not going to affect the tax rolls in any way."

55

56 On voice vote, motion carried.

57

58 **Item 5 – Review and Consideration of a request by Ralph Kloiber of HOM Furniture to**
59 **host two (2) thirty (30) day tent sale events in 2018 at 9519 State Road 16, Onalaska, WI**
60 **54650 (Tax Parcel #18-3625-4)**

61

62 Katie said city staff has received its annual request from HOM Furniture to hold two 30-day tent
63 sale events in 2018 at its City of Onalaska location. Katie said HOM Furniture has been holding
64 these sales generally during the same time period, between mid-May to mid-June, and also
65 August through Labor Day weekend. Katie said this is approximately the fourth time that this
66 request will be coming before the Plan Commission. Katie said staff recommends approval of
67 the request by HOM Furniture to allow two 30-day tent sales, conditioned upon obtaining a tent
68 permit for each event from the City of Onalaska Inspection Department.

69

70 Motion by Ald. Binash, second by Craig, to forward to the Plan Commission for approval a
71 request by Ralph Kloiber of HOM Furniture to host two (2) thirty (30) day tent sale events in
72 2018 at 9519 State Road 16, Onalaska, WI 54650 (Tax Parcel #18-3625-4).

73

74 Craig asked Katie if there are any changes from what has been done in the past.

75

76 Katie said there are no changes.

77

78 **_____ Bundy, HOM Furniture Representative**
79 **La Crescent, Minn.**

80

81 Mr. Bundy said the tent sale events will be held on the same dates and at the same location.

82

83 Ald. Binash asked Katie if the city has one allowance for a tent sale in a 30-day period, or one
84 tent at a time during a year.

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85
86 Katie said the ordinance states one is allowed up to 30 days every calendar year for a tent sale
87 event. Katie said more than one tent at a time is allowed and noted a permit for each is required.
88 Katie said, “Once you exceed 30 days, that’s when you have to come forward to the Plan
89 Commission.”

90
91 On voice vote, motion carried.

92
93 **Item 6 – Consideration of a request to extend the Final Plat submittal requirement for one**
94 **year, as requested by Kevin Fry, on behalf of Elmwood Partners, 1859 Sand Lake Road,**
95 **Onalaska for the 4th Addition to the Country Club Estates Plat (Tax Parcels #18-3566-100**
96 **& 18-4479-0)**

97
98 Katie said subcommittee members’ packets include a copy of a letter from Kevin Fry requesting
99 to extend the Final Plat submittal requirement for one year. The original Preliminary Plat was
100 approved by the Common Council on March 13, 2012. Elmwood Partners has subsequently
101 been requesting one-year extensions. Katie said this extension would go until February 12,
102 2019.

103
104 Motion by Ald. Binash, second by Craig, to recommend to the Plan Commission approval of a
105 request to extend the Final Plat submittal requirement for one year, as requested by Kevin Fry,
106 on behalf of Elmwood Partners, 1859 Sand Lake Road, Onalaska for the 4th Addition to the
107 Country Club Estates Plat (Tax Parcels #18-3566-100 & 18-4479-0).

108
109 Craig asked Katie if this is strictly zoned for residential, also asking, “There are no other uses
110 that can be made of this property?”

111
112 Katie said, “At this time, no.”

113
114 Ald. Binash said it is his understanding the requests have been made over the last few years as
115 Elmwood Partners waits for market conditions to change.

116
117 Katie said yes, noting that the first request was made in 2015, and also that this will be Elmwood
118 Partners’ third request after that point (fourth total).

119
120 On voice vote, motion carried.

121
122 **Item 7 – Review and Consideration of a request by Steve Bluske of Shopko to host an**
123 **extended tent sale event in 2018 at 9366 State Road 16, Onalaska, WI (Tax Parcel #18-**
124 **3589-9)**

125
126 Katie said staff received a request from Shopko of Onalaska on December 15, 2017 to allow the
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127 operation of its seasonal garden center that will last from April 1 through August 31, 2018
128 (typically). Katie noted that Shopko has filed three applications as it intends to have three
129 separate tents that will continue to consolidate as the growing season reduces over the summer.
130 Katie said staff recommends approving the request by Shopko to allow an extended tent sale
131 event in 2018, conditioned upon obtaining a tent permit for each tent from the City of Onalaska
132 Inspection Department.

133

134 Motion by Craig, second by Ald. Binash, to forward to the Plan Commission for approval a
135 request by Steve Bluske of Shopko to host an extended tent sale event in 2018 at 9366 State
136 Road 16, Onalaska, WI (Tax Parcel #18-3589-9).

137

138 On voice vote, motion carried.

139

140 **Item 8 – Consideration of a request to extend the Final Plat submittal requirement for one**
141 **year, as requested by Dr. Leo Bronston, on behalf of French Valley, LLC, 1202 County**
142 **Road PH, Suite 100, Onalaska for the French Valley Neighborhood Plat (Tax Parcels #18-**
143 **4480-0, 18-4481-0, 18-4482-1, 18-4485-0)**

144

145 Katie said Dr. Bronston is requesting a one-year extension of the Final Plat submittal
146 requirement for the French Valley Development. A letter from the applicant has been included
147 in subcommittee members’ packets. The Final Implementation Plan for the Planned Unit
148 Development and the Preliminary Plat was approved by the Common Council on March 11,
149 2008. Subsequently, French Valley, LLC has annually requested and been given one-year
150 extensions for the final plat. Katie said there are two recommended conditions of approval:

151

152 a. Amendment of the March 2008 Development Agreement between French Valley,
153 LLC and the City of Onalaska prior to the commencement of any construction
154 activities, including public improvements. Developer is advised to schedule adequate
155 time for the amended Development Agreement to be reviewed and approved by the
156 City’s Plan Commission and Common Council.

157

158 b. All permits must be current prior to the start of any construction activities (i.e.,
159 sanitary sewer and water approvals from WDNR). All plans and specifications must
160 be resubmitted to the City for review and approval (i.e., stormwater plan).

161

162 Katie said, “This development has been being reviewed and given extensions for some time. We
163 would like to see some discussion by the Plan Commission.”

164

165 Motion by Ald. Binash, second by Craig, to move forward to the Plan Commission for
166 discussion consideration of a request to extend the Final Plat submittal requirement for one year,
167 as requested by Dr. Leo Bronston, on behalf of French Valley, LLC, 1202 County Road PH,
168 Suite 100, Onalaska for the French Valley Neighborhood Plat (Tax Parcels #18-4480-0, 18-

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169 4481-0, 18-4482-1, 18-4485-0).

170

171 Jarrod said, “Looking back, I think this was a very unique development when it came in. It was
172 very well thought-out. We spend a lot of planning time making sure that they had a very good
173 plan at the time, but it was 2008. I think the Common Council and the Plan Commission looked
174 at the market conditions and where the housing market was at at the time they brought the plat
175 forward, and it was a tough time. If you gave this approval, it would be 10 years. A lot of
176 regulations have changed. Even just the City of Onalaska housing market and what our needs
177 probably are in the city have changed. I’m not saying that the whole plan would have to be
178 started from scratch by any means, but I think it probably deserves more input as to where it is in
179 today’s conditions versus what it was 10 years ago to move forward.”

180

181 Craig, a longtime member of the Plan Commission, noted he has seen this come through several
182 times, and he asked Katie if it is reasonable to say that the property could be utilized for a variety
183 of different things.

184

185 Katie said it was included as a PUD, “and with a Planned Unit Development you can customize
186 your own zoning district. It’s possible that it doesn’t strictly have to be residential. It could be a
187 combination of uses, if requested.”

188

189 Craig said the Plan Commission is being asked to approve an extension “when really, the field
190 for development has been wide open all this time and no action has been taken.” Craig noted
191 that Plan Commission members expressed concerns a year or two ago “about continuing this as it
192 was.”

193

194 Ald. Binash asked what the city would do if the land remains as is, also asking, “If we were to
195 say, ‘You need to do something,’ what would we ask them to do? Would we ask them to
196 develop it or put it up for sale? What exactly would we be doing for this particular development
197 plot? If it’s up for further discussion, what are we going to discuss – either do it or don’t do it?”

198

199 Katie said, “It would be whether or not you’re going to grant an extension. If you don’t grant an
200 extension, they either have to apply for the Final Plat. And if they don’t apply within the stated
201 timeline, then it becomes null and they would have to continue forward. They do have an
202 approved Planned Unit Development Final Implementation Plan, which does not technically
203 expire. As Jarrod said, not all of their work would have to start over. It would just be the
204 plotting process of it. They would have to reapply to the state for the initial Preliminary, and in
205 doing that they may end up needing to tweak their Final Implementation Plan.”

206

207 Ald. Binash asked if a rezoning or a re-platting would be necessary if the developer decided to
208 construct apartments or condominiums instead of residential properties.

209

210 Katie said that whenever there is a Final Implementation Plan and it is changed and the Plan

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211 Commission believes that it is a substantial change, a new public hearing would be required.
212 The developer would need to amend his/her Final Implementation Plan to change it from what
213 he/she originally wanted to do.

214

215 Ald. Binash said it seems as though more developers entering the market are more interested in
216 developing apartments or condominiums rather than single-family dwellings.

217

218 On voice vote, motion carried.

219

220 **Adjournment**

221

222 Motion by Craig, second by Ald. Binash, to adjourn at 4:46 p.m.

223

224 On voice vote, motion carried.

225

226

227 Recorded by:

228

229 Kirk Bey