

**Plan Commission Sub Committee
of the City of Onalaska**

Tuesday, February 11, 2020

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, February 11, 2020. It was noted that the meeting had been announced
3 and a notice posted at City Hall.

4

5 Roll call was taken, with the following members present: Ald. Tom Smith, Skip Temte, City
6 Engineer Jarrod Holter

7

8 Also Present: Planning Manager Katie Aspenson, Ald. Diane Wulf, City Administrator Eric
9 Rindfleisch

10

11 **Item 2 – Approval of minutes from the previous meeting**

12

13 Motion by Skip, second by Jarrod, to approve the minutes from the previous meeting as printed
14 and on file in the City Clerk’s Office.

15

16 On voice vote, motion carried.

17

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

19

20 Ald. T. Smith called for anyone wishing to provide public input.

21

22 **Skip Temte**

23 **1051 Wilson Street**

24 **Onalaska**

25

26 “The reason I’m here is, this is not on the agenda, so that’s why it’s the only place I have it.
27 Katie, I noticed as of [Monday] the minutes for the Plan Commission and the [Plan Commission]
28 Subcommittee were still not on the web. Would you check that out?”

29

30 Katie told Skip she would.

31

32 Ald. T. Smith called three times for anyone else wishing to provide public input and closed that
33 portion of the meeting.

34

35 **Consideration and possible action on the following items:**

36

37 **Item 4 – Review and Consideration of a Certified Survey Map (CSM) submitted by Robert**
38 **Jacobson, 806 11th Avenue South, Onalaska, WI 54650 to subdivide one (1) parcel into two**
39 **(2) parcels with a shared driveway easement between the two parcels (0.74 acres) at 806**
40 **11th Avenue South, Onalaska, WI 54650 (Tax Parcel 18-985-1)**

41

42 1. Certified Survey Map Fee: \$75.00 dollars plus \$10.00/lot = \$95.00 dollars (PAID).

Reviewed 2/14/20 by Katie Aspenson

**Plan Commission Sub Committee
of the City of Onalaska**

Tuesday, February 11, 2020

2

- 43
44 2. Recorded copy of Final CSM to be submitted to City Engineering Department.
45
46 3. New lot pins required. Intermediate lot stakes required for all lots over 150' in depth.
47
48 4. CSM shall note all easements.
49
50 5. Water and sanitary sewer laterals must be installed into proposed Parcel #2 if not
51 currently in place.
52
53 6. Any future improvements to these parcels may be subject to additional City permits (i.e.,
54 building permits, zoning approvals).
55
56 7. All conditions run with the land and are binding upon the original developer and all heirs,
57 successors, and assigns. The sale or transfer of all or any portion of the property does not
58 relieve the original developer from payment of any fees imposed or from meeting any
59 other conditions.
60
61 8. Any omissions of any conditions not listed in committee minutes shall not release the
62 property owner/developer from abiding by the City's Unified Development Code
63 requirements.
64

65 Katie said the subcommittee is considering a Certified Survey Map that would subdivide one
66 parcel into two parcels. The northern parcel contains a single-family dwelling with a detached
67 accessory structure. The southern parcel will share a driveway access with the northern parcel
68 along the boundary line. Katie said the southern parcel, as proposed, meets all dimensional
69 requirements of a parcel in the Single Family and/or Duplex Residential (R-2) Zoning District.
70 Katie noted the applicant is seeking approval of the CSM and said city staff has compiled eight
71 conditions of approval for this development.
72

73 Motion by Skip, second by Jarrod, to approve with the eight stated conditions a Certified Survey
74 Map (CSM) submitted by Robert Jacobson, 806 11th Avenue South, Onalaska, WI 54650 to
75 subdivide one (1) parcel into two (2) parcels with a shared driveway easement between the two
76 parcels (0.74 acres) at 806 11th Avenue South, Onalaska, WI 54650 (Tax Parcel 18-985-1).
77

78 Skip asked Katie if there are any development-related complications on Lot No. 2 as it is only 70
79 feet.
80

81 Katie told Skip it meets all dimensional requirements.
82

83 Katie read aloud the eight conditions.
84

**Plan Commission Sub Committee
of the City of Onalaska**

Tuesday, February 11, 2020

3

85 On voice vote, motion carried.

86

87 **Adjournment**

88

89 Motion by Ald. T. Smith, second by Skip, to adjourn.

90

91 Ald. T. Smith adjourned the meeting at 4:35 p.m.

92

93

94 Recorded by:

95

96 Kirk Bey