

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, July 9, 2019

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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, July 9, 2019. It was noted that the meeting had been announced and a  
3 notice posted at City Hall.

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5 Roll call was taken, with the following members present: Ald. Tom Smith, Skip Temte,  
6 Assistant City Engineer Kevin Schubert (for City Engineer Jarrod Holter)

7  
8 Also Present: Planning Manager Katie Aspenson, Planning Technician Zach Peterson

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10 Excused Absence: City Engineer Jarrod Holter

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

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

16  
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 Ald. T. Smith called for anyone wishing to provide public input.

22  
23 Katie read into the record the following email from Margo Schuppel: *“This is in reference to my  
24 phone call to you on [July] 8<sup>th</sup>. I explained that coming to the meeting would be very difficult  
25 with my husband, who has Parkinson’s. Mr. Wessel dropped off the notice of the meeting, along  
26 with a copy of the proposed project he hopes to do. My concern is ‘ditch,’ as referred to in his  
27 proposal. I’m not sure where or what that is. My second concern is that he is showing a road  
28 between our house and his project. This is technically not a road, but an easement that is  
29 granted to people who own property around it. That is how it is referred to on our deed. We  
30 should have an easement to our north, south, and west. Our north easement was obliterated a  
31 while back. I was truly not aware you could do what you wanted with an easement. On the  
32 proposal I received, I saw no retaining pond unless the ditch is the pond. That spot is near  
33 where the pools overflow from their retaining pond goes. Our yards flood now, and I have a  
34 concern about extra water. Will this entire development be ground level, which it is not as of  
35 now? Another issue is the entrance to our road. We use these now and do not want to  
36 reconfigure our driveway. These are the issues which are of concern to me. Thank you for your  
37 help, Katie.”*

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

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

Reviewed 7/11/19 by Zach Peterson

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**Item 4 – Review and Consideration of a Conditional Use Permit application to allow the construction of an automotive dealership/vehicle sales/repairs facility at 2520 Midwest Drive, Onalaska, 384 Theater Road, Onalaska, N4375 Theater Road/N4342 Germann Court, Town of Medary, submitted by Jansen Dahl of CHASE 2010 LLC, on behalf of CHASE 2010 LLC, 3819 Creekside Lane, Holmen, WI 54636 and Judith Rockwood, N9495 Radcliffe Road, Mindoro, WI 54644 (Tax Parcel #s 18-3568-40, 18-3570-70, and 9-93-0)**

Katie said the applicant is requesting a Conditional Use Permit to construct a new light motor vehicle sales and service facility (Dahl Honda) to be located at 2520 Midwest Drive, Onalaska; 384 Theater Road, Onalaska; and N4375 Theater Road/N4342 Germann Court, Town of Medary. All three of these parcels will be merged into a single parcel at the time of full Plan Commission consideration. The proposed development includes an approximate 24,000-square foot facility containing office, retail showroom, service facilities, and guest amenities. The exterior will have heavily landscaped display areas for new and used inventory. On-site parking will be provided for retail inventory, wholesale inventory, customers, employees, and service vehicles. The building architecture will include aluminum composite material, masonry, and a glass curtain wall. Hours of operation for service and maintenance will be from 7 a.m. to 6 p.m., Monday through Friday, and 7 a.m. to 1 p.m. on Saturdays. All service work will be performed indoors. Hours of operation for sales will be open 8:30 a.m. to 8 p.m. Monday and Thursday; 8:30 a.m. to 6 p.m. Tuesday, Wednesday, and Friday; and 8 a.m. to 5 p.m. on Saturday. Parts and vehicle deliveries will occur daily, with multiple parts and vehicle deliveries per day. The vehicles performing said deliveries will vary from 18-wheel semi-trucks to box trucks and vans. The sale of vehicles, vehicle repairs, et cetera, on a parcel in the Light Industrial District is permitted only by CUP per Section 13-5-16 (g), and pursuant to standards set forth in Sections 13-8-11.

Katie noted subcommittee members’ packets include a copy of a letter, a site plan, and correspondence for additional details. While the city has no basis for denial of the CUP, it has found a basis to impose the following conditions:

1. 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. **Substantial Evidence:** This condition provides notice to the owner/developer that they are to follow procedure for orderly development in the City of Onalaska in order to promote the health, safety and welfare of the City.
2. All conditions run with the land and are binding upon the original developer and all heirs, successors and assigns so long as the conditional use is being actively used. **Substantial Evidence:** This condition acknowledges and provides public notice of the term and puts the owner/developer and future owners on notice that they are bound by the conditions

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85 and that they can continue the use as long as they follow the conditions and actively use  
86 the conditional use.

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88 3. Owner/developer shall abide by the City’s Ordinances, Unified Development Code and  
89 Building Code requirements, as amended. **Substantial Evidence:** This condition  
90 assures the owner/developer understands they must follow the city’s Unified  
91 Development Code and Building Code, which they are required to follow in every way,  
92 and that as they are receiving the benefit of being allowed to have a use that is not within  
93 the standards of the City’s zoning code, failure to follow City ordinances may result in  
94 loss of their Conditional Use Permit.

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96 4. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued  
97 use. **Substantial Evidence:** This shifts the burden to the owner of the property to  
98 provide proof that the use is active and continuing. Ensuring that existing permits are  
99 still valid and being properly used ensures compliance with the City’s procedures and  
100 ordinances, and promotes interaction and communication with the City, which furthers  
101 orderly development and the health, safety and welfare of the City.

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103 Katie noted a public hearing will be held at the July 23 Plan Commission meeting.

104  
105 Motion by Ald. T. Smith, second by Skip, to forward with the four stated conditions of approval  
106 to a public hearing at the July 23 Plan Commission meeting review and consideration of a  
107 Conditional Use Permit application to allow the construction of an automotive dealership/vehicle  
108 sales/repairs facility at 2520 Midwest Drive, Onalaska, 384 Theater Road, Onalaska, N4375  
109 Theater Road/N4342 Germann Court, Town of Medary, submitted by Jansen Dahl of CHASE  
110 2010 LLC, on behalf of CHASE 2010 LLC, 3819 Creekside Lane, Holmen, WI 54636 and  
111 Judith Rockwood, N9495 Radcliffe Road, Mindoro, WI 54644 (Tax Parcel #s 18-3568-40, 18-  
112 3570-70, and 9-93-0).

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114 Skip asked Katie if she has analyzed any of the concerns raised by the citizen whose letter she  
115 had read into the record during public input.

116  
117 Katie told Skip the letter pertains to Item 5.

118  
119 On voice vote, motion carried.

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121 **Item 5 – Review and Consideration of an annexation application for a La Crosse County**  
122 **Parcel (Located North of Onalaska Dog Park) (4.01 acres total) filed by Ryan Wessel of**  
123 **Broham Investments LLC, 9542 Frontage Road E. Highway 16, Onalaska, WI 54650 (Tax**  
124 **Parcel #10-1151-0)**

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126 1. Topography Map Fee: \$10.00 per acre \* 4.01 acres = \$40.01 dollars (minimum fee).

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128 2. Owner/applicant to be aware of a Park Fee in the amount of \$922.21 (per unit) to be paid  
129 prior to the issuance of a building permit.  
130  
131 3. Development is contingent upon City installation of water and sanitary sewer. Installation  
132 of water and sanitary sewer is contingent upon City funding the project through the City  
133 of Onalaska Capital Improvements Budget.  
134  
135 4. Developer to be aware that a development agreement will be needed to cover such items  
136 as infrastructure costs, land transfer between developer, and parcel access, etc.  
137  
138 5. Annexed land to be placed in the Multifamily (R-4) Zoning District upon ordinance  
139 adoption.  
140  
141 6. Annexation approval contingent upon future issuance of a Conditional Use Permit  
142 request for multiple principle structures on a parcel of a Planned Unit Development.  
143  
144 7. Owner/developer must notify City prior to any utility connection to City-owned utilities  
145 takes place.  
146  
147 8. Owner/developer shall pay all fees and have all plans reviewed and approved by the City  
148 prior to obtaining a building permit. Owner/developer must have all conditions satisfied  
149 and improvements installed per approved plans prior to issuance of occupancy permits.  
150  
151 9. All conditions run with the land and are binding upon the original developer and all heirs,  
152 successors and assigns. The sale or transfer of all or any portion of the property does not  
153 relieve the original developer from payment of any fees imposed or from meeting any  
154 other conditions.  
155  
156 10. Any omissions of any conditions not listed in minutes shall not release the property  
157 owner/developer from abiding by the City's Unified Development Code requirements.  
158

159 Katie said this property is located in the Town of Onalaska, just north of the Onalaska Dog Park  
160 (there is no assigned address to this location). The existing zoning for La Crosse County is  
161 "Recreation and Natural Resources." Katie noted this area is completely surrounded by City of  
162 Onalaska-owned land, except to the east. The Onalaska Aquatic Center is to the north, the  
163 Onalaska Dog Park is to the south and east, and there is vacant land to the west. The  
164 Comprehensive Plan identifies this area as a Mixed Use District ("Smart Growth Areas") which  
165 allows for complementary land uses including housing (primarily multifamily), retail, offices,  
166 commercial services, and civic uses in an efficient, compact development. Katie noted Ryan and  
167 Aaron Wessel are managing partners of Broham Investments LLC, and she also noted the  
168 Wessels own the property located at La Crosse County Tax Parcel No. 10-1151-0 in the Town of

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169 Onalaska. Katie said they are looking to have their property annexed into the city in order to  
170 propose a project to construct a multifamily residential project in the City of Onalaska. Katie  
171 said two facilities are proposed today, with approximately 134 units, and she noted  
172 subcommittee members' packets include a copy of the proposed site plan as to how the property  
173 would be laid out today. Katie said the applicant will be submitting a capital improvement  
174 request later this summer to have the city sewer and water extended to the parcel in order to  
175 serve the proposed multifamily development. The applicant is requesting to have the property  
176 annexed into the City of Onalaska with the Multifamily (R-4) District for zoning to  
177 accommodate future proposed development. Katie said the subcommittee is being asked to  
178 consider the annexation request along with 10 conditions of approval.

179

180 Katie returned to the question Skip had asked during Item 4 and said, "No, we have not had an  
181 opportunity to analyze the contents of the letter that came in regarding drainage at this time. But  
182 we will have information ready at the Plan Commission meeting."

183

184 Skip stated he does not believe the letter is appropriate for Item 5 as this item addresses  
185 annexation and not construction. However, Skip also said he believes it might be appropriate for  
186 action in the future.

187

188 Katie noted there is no public hearing for an annexation petition. However, Katie also noted the  
189 applicant has been attempting to contact neighbors, including the individual who had written the  
190 letter, to discuss the development.

191

192 Motion by Skip, second by Ald. T. Smith, to approve with the 10 stated conditions an annexation  
193 application for a La Crosse County Parcel (Located North of Onalaska Dog Park) (4.01 acres  
194 total) filed by Ryan Wessel of Broham Investments LLC, 9542 Frontage Road E. Highway 16,  
195 Onalaska, WI 54650 (Tax Parcel #10-1151-0).

196

197 Kevin noted the City of Onalaska currently cannot serve this parcel with sewer and water, and he  
198 also noted this is part of the 2020 and 2021 Capital Improvements Projects.

199

200 On voice vote, motion carried.

201

202 Skip again addressed the letter Katie had read during public input and asked when it is  
203 appropriate to ask questions regarding public input. Skip asked, "Is it at the time people are  
204 doing the public input? Or when we cover the item they're talking about?"

205

206 Katie said it could be both.

207

208 **Adjournment**

209

210 Motion by Skip, second by Ald. T. Smith, to adjourn at 4:44 p.m.

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211

212 On voice vote, motion carried.

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215 Recorded by:

216

217 Kirk Bey