# CITY OF ONALASKA MEETING NOTICE

**COMMITTEE/BOARD:** **Plan Commission Sub-Committee**

**DATE OF MEETING:** February 13, 2018 (Tuesday)

**PLACE OF MEETING:** City Hall–415 Main Street (Common Council Chambers)

**TIME OF MEETING:** 4:30 P.M.

## PURPOSE OF MEETING

1. Call to Order and roll call.
2. Approval of minutes from the previous meeting.
3. Public Input (limited to 3 minutes per individual).

### Consideration and possible action on the following items:

4. Review and Consideration of a rezoning request filed by Skogenheim, LLC, 3800 Emerald Drive East, Onalaska, WI 54650 to rezone parcels at 209 Irvin Street and 2nd Avenue South, from Neighborhood Business (B-1) District to Public and Semi-Public (P-1) District for the purpose of expanding Dash Park and constructing related amenities. (Tax Parcels #18-100-0 & 18-98-1).
5. Review and Consideration of a General Development Plan for a Downtown Planned Unit Development (D-PUD) application filed by Jeffery Moorhouse, of Onalaska United Methodist Church, 212 4th Avenue North, Onalaska, WI 54650, for the purpose of expanding United Methodist Church utilizing a three-phased approach which include the following parcels located at 212 4th Avenue North, 222 4th Avenue North, 412 Locust Street, 418 Locust Street, 213 5th Avenue North, and 415 King Street (18-229-0, 18-228-0, 18-233-0, 18-234-0, 18-232-0, & 18-231-0).

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the committee may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

**NOTICES MAILED TO:**

| | |
|---|---|
| Mayor Joe Chilsen | *Craig Breitsprecher |
| *Ald. Jim Binash – Chair | |
| Ald. Jim Olson | * *Kevin Schubert |
| Ald. Jerry Every | |
| Ald. Bob Muth | Dave Skogen |
| Ald. Ron Gjertsen | Jeff Moorhouse |
| Ald. Harvey Bertrand | Leo Bronston |
| * Jarrod Holter, City Engineer | Pete Quackenboss |
| City Attorney City Administrator | |
| La Crosse Tribune Dept. Heads. | |
| Coulee Courier FOX | Onalaska Omni Center |
| WKTY WLXR WKBT WXOW WLAX | Onalaska Public Library |

*Committee Members

* * Alternate Member – for City Engineer

Date Notices Mailed and Posted: 2-8-18

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

6. Review and Consideration of a request to extend the Final Plat submittal requirement for one year, as requested by Dr. Leo Bronston, on behalf of French Valley, LLC, 1202 County Rd PH, Suite 100, Onalaska for the French Valley Neighborhood Plat (Tax Parcels # 18-4480-0, 18-4481-0, 18-4482-1, 18-4485-0).

7. Review and Consideration of a request by Pete Quackenboss of Home Depot to host an extended tent sale event in 2018 at 2927 Market Place, Onalaska, WI (Tax Parcel #18-3635-4).

8. Adjournment.

# *CITY OF ONALASKA*

# *STAFF REPORT*

Plan Commission Sub-Committee – February 13, 2018

Agenda Item:

# 4

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|---|---|
| Agenda Item: | Review & Consideration of a rezoning request. |
| Applicant/Owner: | Skogenheim LLC, 3800 Emerald Drive East, Onalaska, WI 54650 |
| Parcel Numbers: | 18-98-1 & 18-100-0 |
| Site Location: | Addresses: 2nd Ave S & 209 Irvin Street (Currently Spillway Bar) |
| Existing Zoning: | 18-98-1 & 18-100-0 are zoned Neighborhood Business (B-1) |
| Neighborhood Characteristics: | Properties within 250 feet of the properties in question include a variety of businesses, multi-family and single family residences, private park and public lands. |
| Conformance with Land Use Plan: | The Comprehensive Plan identifies this area *Downtown Mixed Use District.* The Downtown Mixed Use District is intended to include the City's mixed-use central business district. The intent of this district is to have pedestrian-focused development with a mix of uses, including residential, personal service, commercial, institutional and civic uses. |
| Background: | As noted above, the properties in question are zoned Neighborhood Business (B-1). The intention is to incorporate these parcels into Dash Park which has a zoning of P-1 (Public and Semi-Public) where parks are a permitted use.<br><br>Prior to demolition activities, the property owner will be required to obtain necessary permits. Before construction is to begin, the property owner will be required to amend the existing site plan for Dash Park on file. |
| Action Requested: | As a public hearing will be held at the Plan Commission meeting, testimony from the public should be listened to and considered before deciding on the requested rezoning application. |

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

February 13, 2018

**Agenda Item 4:**

**Review and Consideration of a rezoning request filed by Skogenheim, LLC, 3800 Emerald Drive East, Onalaska, WI 54650 to rezone parcels at 209 Irvin Street and 2nd Avenue South from Neighborhood Business (B-1) District to Public and Semi-Public (P-1) District for the purpose of expanding Dash Park and constructing related amenities (Tax Parcels #18-100-0 & 18-98-1).**

1. Rezoning Fee of $300.00 (PAID).

2. Any future improvements to these parcels may be subject to additional City permits and fees (i.e., building permits).

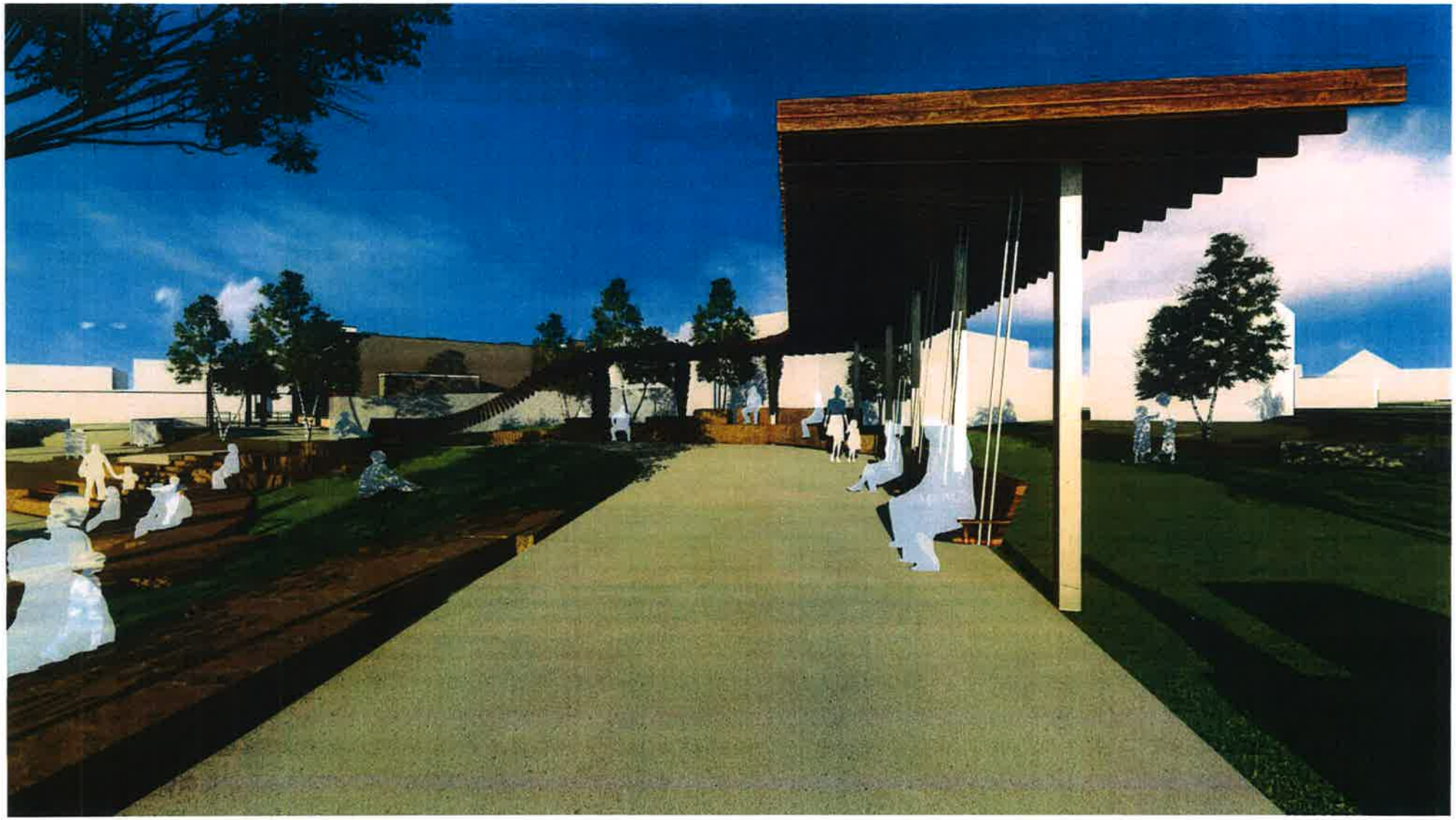
3. Site Plan Permit amendment required for new development in advance of building permit applications, including detailed architectural plans, landscape, drainage, erosion control, and other required information/plans (fire accessibility, hydrant locations, etc.).

4. Conditional Use Permit required prior to construction of any structures on the parcel.

5. 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.

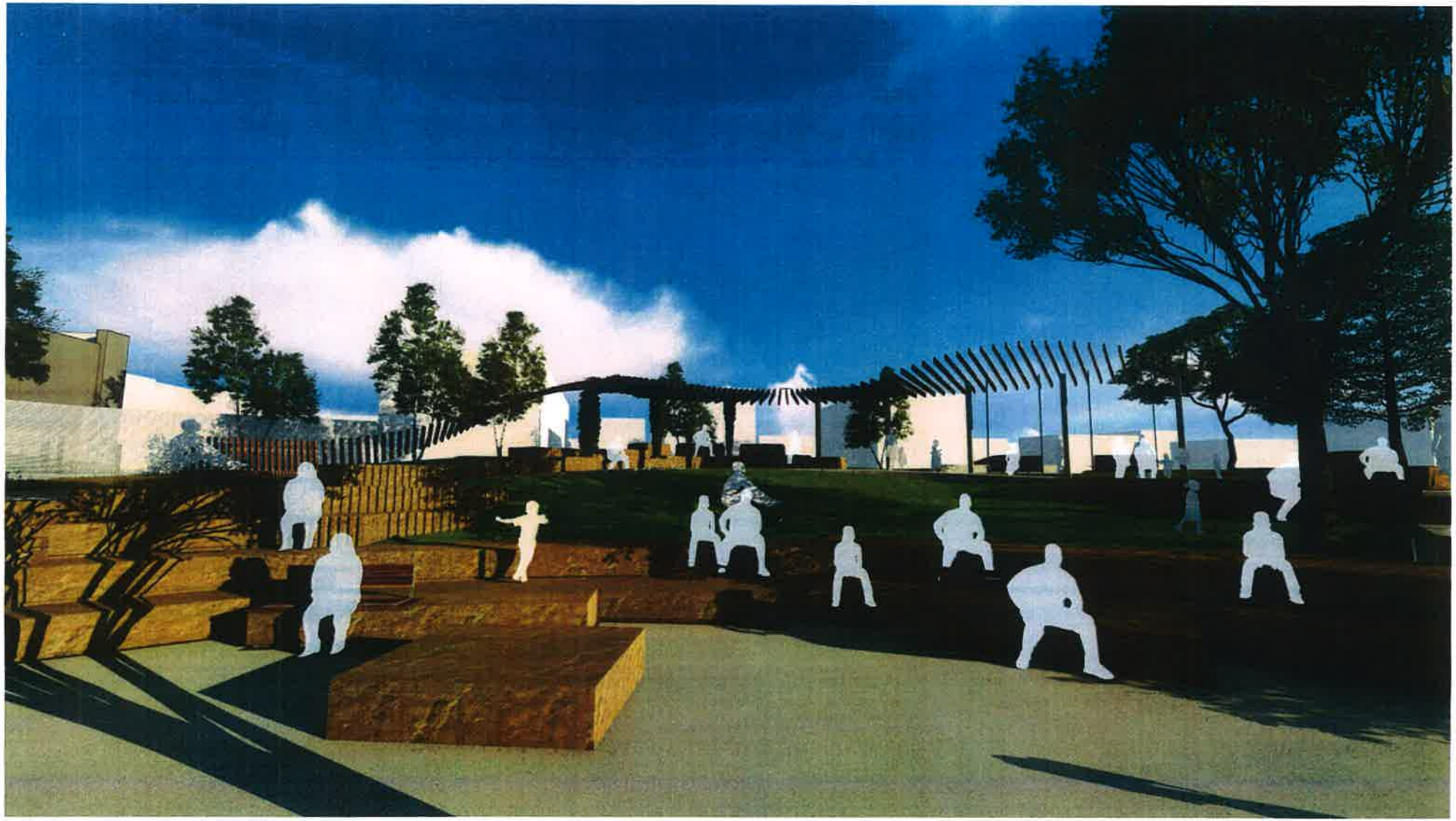
6. All conditions run with the land and are binding upon the original developer and all heirs, successors and assigns. The sale or transfer of all or any portion of the property does not relieve the original developer from payment of any fees imposed or from meeting any other conditions.

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



current concept

current concept



current concept

current concept

# PUBLIC HEARING NOTICE
# BEFORE THE CITY OF ONALASKA
# PLAN COMMISSION

Please take notice that the City Plan Commission for the City of Onalaska will hold a public hearing on:

## TUESDAY, FEBRUARY 27, 2018
## APPROX. 7:00 P.M.
## (or immediately following public input)

in Onalaska City Hall, 415 Main Street, Onalaska, WI 54650, at which time they shall consider an application filed by David Skogen of Skogenheim, LLC, 3800 Emerald Drive East, Onalaska, WI 54650, who is requesting to rezone two parcels from B-1 (Neighborhood Business District) to P-1 (Public and Semi-Public District) to facilitate the expansion of Dash Park and the construction of related amenities for the property located at 209 Irvin Street and 2nd Avenue South, Onalaska, WI 54650.

Property is more particularly described as:
Computer Number: 18-98-1
Section 08, Township 16, Range 07,
ORIGINAL TOWN OF ONALASKA N 10FT OF E 30FT LOT 9
BLOCK 14 (1/2INT EACH FOR JOINT DRWY)
Computer Number: 18-100-0
Section 08, Township 16, Range 07,
ORIGINAL TOWN OF ONALASKA E 30FT LOTS 9 & 10 BLOCK 14
EX N 10FT OF E 30FT LOT 9 T/W ESMT IN DOC NO. 1700337

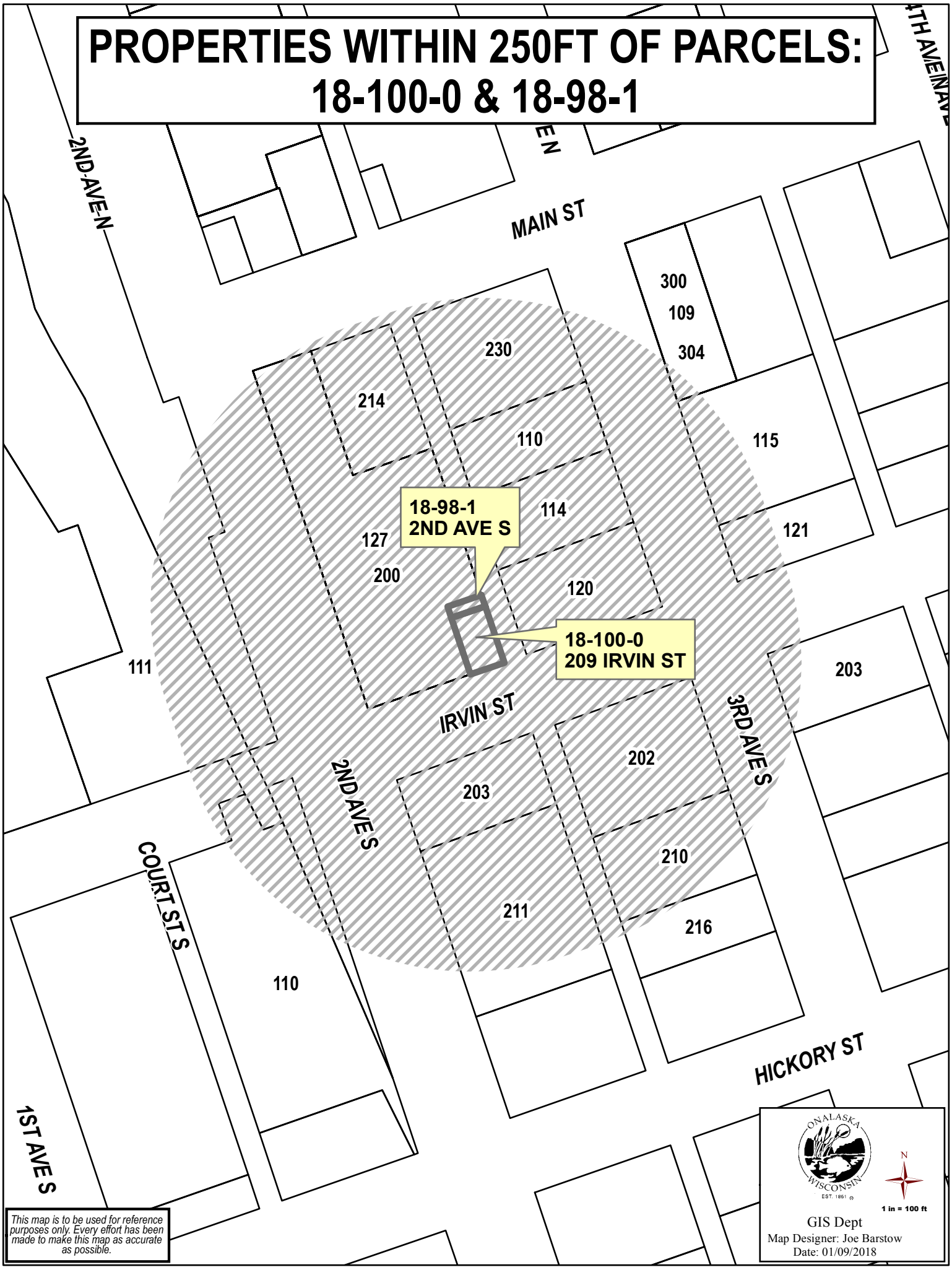
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney, concerning this matter.

More detailed information on this item will be posted to the City of Onalaska website www.cityofonalaska.com the Friday before the scheduled meeting under Agendas & Minutes/Plan Commission. This posting will contain the Plan Commission Agenda and all attachments referencing this item.

Dated this 2nd day of February, 2018.

Cari Burmaster
City Clerk

# PROPERTIES WITHIN 250FT OF PARCELS: 18-100-0 & 18-98-1




*This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.*

# CITY OF ONALASKA

# STAFF REPORT

Plan Commission Sub-Committee – February 13, 2018

Agenda Item:

# 5

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|---|---|
| Agenda Item: | Consideration of a Downton Planned Unit Development (D-PUD) request – General Development Plan. |
| Applicant: | Jeffery Moorhouse, on behalf of Onalaska United Methodist Church, 212 4th Avenue North, Onalaska, WI 54650 |
| Property Owner: | Onalaska United Methodist Church, 212 4th Avenue North, Onalaska, WI 54650 |
| Parcel Numbers: | 18-229-0, 18-228-0, 18-233-0, 18-234-0, 18-232-0, &18-231-0. |
| Site Location: | 212 4th Avenue North, 222 4th Avenue North, 412 Locust Street, 418 Locust Street, 213 5th Avenue North, 415 King Street, Onalaska, WI 54650 |
| Existing Zoning: | Combination of Single Family Residential and Public & Semi-Public Districts |
| Conformance with Comprehensive Plan: | The Comprehensive Plan classifies these properties as "Downtown Mixed Use District" and "Institutional District" which are intended for a mixture of uses including residential, personal service, commercial, institutional and civic uses. |

Background:

This Downton Planned Unit Development (D-PUD) request is to facilitate a three-phase development to Onalaska United Methodist Church located at 212 4th Avenue North, Onalaska. The properties in question are all owned by the United Methodist Church and the alley that separates said parcels is in the process of being vacated and the land given to United Methodist Church. Phase 1 of the development includes providing better access to the facility with a covered canopy entrance, new vestibule, and bathrooms to serve guests. Phase 2 of the development moves the existing Fellowship Hall to the main floor to be on the same level as the Sanctuary, which allows for additional lower level entrance and classroom space. Phase 3 of the development includes repurposing the single family homes on their property. The upcoming Final Implementation Plan (FIP) will only be for Phases 1 & 2 and Phase 3 will have its own FIP in the future. According to the applicant, it is estimated that Phases 1 & 2 will have a construction value of $3,500,000.00 dollars and the significant community services offered by United Methodist Church are increasingly beneficial to the public and community members.

The tentative schedule for implementation is as noted below:

- Phase 1: 2018 construction/completion.
- Phase 2: 2025 construction/completion.
- Phase 3: 2030 construction/completion.

Downtown Planned Unit Development (D-PUD)

A Downtown - Planned Unit Development (D-PUD) may be used as a custom zoning district for any land use or combination of land uses. An approved D-PUD will supersede any underlying zoning district and rezoning of a combination of dissimilar parcels will not be required. D-PUDs shall be on a tract of land not less than one-quarter (1/4) acre of land (10,890 square feet). This development exceeds the minimum standard.

Standards for Review:

The following development and design standards are used to review D-PUDs defined in Section 13-3-18 of the Unified Development Code. Applicant requests and staff comments on each criterion are bulleted.

(a) Permitted Uses.
- Proposed uses include the following (more detailed list found in applicant letter):
  - Single family dwellings (attached/detached), community living arrangements, multi-family dwellings (including senior housing & other special needs housing), family daycare/nurseries, preschool/centers school-age daycare, food-related services, retail uses (stationary store, gift shop, book store, artist studio), personal services (music/dance studio, professional office, medical clinic), cultural uses, club/fraternity user, church and place of worship, educational facility, open spaces uses, manufacture/packaging of confection/jewelry, public facility, and parking facilities.

(b) Conditional Uses:
- None Proposed.

(c) Density:

(1) Effect on adjacent properties: The major proposed change includes the removal of one (1) single family residence to facilitate Phase 1.
- Properties west, north, and east of the proposed D-PUD are single-family residential dwellings and parking lot owned by United Methodist Church.
- Properties south of the proposed D-PUD include the City Hall, City Hall parking lot, and a funeral home.

(2) Adequacy of public & private services/infrastructure:
- This plan includes the vacation of the alleyway separating United Methodist Church parcels which is currently underway. Existing utilities (water & sewer) are sufficient for Phases 1 – 3. Phase 1 will include a new water service that will be able to provide for a fire sprinkler system (part of Phase 2 development).

(3) Overall design.
- Architectural renderings of the final product are included in the packet. As Phases 1 & 2 (and potentially Phase 3) will require Site Plan Review, architecture is reviewed as part of the overall project. The addition appears to complement existing architecture of United Methodist Church (colors/materials).

(4) Scale and massing of structures.
- Phases 1 & 2 are possible as part of vacating the alley which allows the additions to occur in a manner that is appropriate to the surrounding development.

(5) Building elevations and setbacks.
- The attached site plan notes particular setbacks, details provided in Section (d) below. Colored building elevations have been provided for Plan Commission review.

(6) Landscaping, screening and buffering.
- The overall development will include new green space between the existing church building and the parking area and in place of the residence at 215 5th Avenue North.

(7) Open space provision and design.
- Currently, there is a play/open area on the eastern side of the church and the aforementioned additional green spaces will be added as part of Phase 1. All other existing green space around the perimeter of the facility is proposed to remain.

(8) Retention of natural, cultural, and historic resources.
- Not applicable to this project.

(d) Setbacks. Setbacks may vary in D-PUD's.
- Each structure will have one (1) street designated as "front" with a twenty-five (25) foot setback. All other sides (even if abutting a street) will not follow the twenty-five (25) foot setback. Side yard setbacks have a minimum of five (5) foot setback. Zero (0) foot setback for rear yards.
- In order to ensure that the structures and pavement do not occupy 100% of the site, the proposed includes a total maximum building area (including canopies) of forty percent (40%) of the site. Total parking and drive areas shall not exceed thirty percent (30%) of total site.
- Proposed Parking Garage Credit: For every required parking space that is relocated to "below Grad" parking either under created green space or below building footprint, the allowable building footprint may be increased by 625 SF.

(e) Building Height:
- Proposed overall height is three (3) stories, not including basements or parking structures that may be partly or fully below grade.
- Church Steeple – overall height is 65 feet. However, steeple shall be designed to fit into the architecture of the building.

(f) Environmental Design:
- The purpose of the Phase 1 & 2 developments is to provide ADA accessibility to the public. The projects have been designed to accommodate the unique slope/elevation changes found on the properties in question.

(g) Open Space:
- Overall, the proposed open space for the D-PUD is thirty percent (30%) which provides for general green space, playground and shelter space, and biofilters that serve stormwater purposes on-site.

(h) Architecture:
- The City will require complete architectural plans and renderings as part of the Final Implementation Plan. Included in the D-PUD are the proposed building elevations which remain in character with the existing facility.

(i) Parking:
- Parking on-site is proposed to be a minimum of thirty-six (36) parking stalls, without exceeding the proposed parking and drive maximum pavement of thirty percent (30%) of the site. Currently, there are approximately 66 parking stalls serving this facility (36 on property and 30 in the parking lot at 505 King Street).

(j) Street, Utilities, Drainage:
- No new public improvements are proposed. New water service as part of Phase 1 development which should satisfy service needs for future fire safety services of Phase 2.

(k) Circulation/Access:
- Entire block is served by sidewalks and multiple connections to the sidewalks occur throughout the site.

(l) Landscaping:
- Site Plan indicates landscaped areas. One (1) ash tree will be removed and replaced as part of the development.

(m) Signs:
- Currently, three (3) monument signs exist at the facility which shall remain. Said signs may be updated or reconstructed in their current locations provided the following occur:
    - Character of the sign remain consistent with building architecture;
    - Foundation of any replacement not to exceed existing foundation by more than ten percent (10%);

- Sign(s) not placed closer to adjacent right-of-way than current sign(s);
- Any sign reconstruction shall be made to comply with the physical conditions of the sign ordinance for size, area, brightness, height, or any properties required of the sign as contained in Section 13-6-24; 13-6-25; &13-6-20 of the City of Onalaska Sign Ordinance.
    - ***The City of Onalaska Sign Ordinance is in the process of being updated. Any changes made that would impact this section will be updated accordingly.*

Attachments:

- Applicant Letter.
- Current Uses of Properties.
- Proposed Future Uses of Properties.
- Building Elevations.
- Draft Site Plans (with building/parking layout, grading).
- Phased Development Plan (Phases 1 & 2).
- Proposed Building Floor Plans.
- Application Packet (D-PUD application and checklist).

Action Requested:

As a public hearing will be held at the Plan Commission meeting, testimony from the public should be listened to and considered before deciding on the requested General Development Plan for the D-PUD application.

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

February 13, 2018

**Agenda Item 5:**

**Review and Consideration of a General Development Plan for a Downtown Planned Unit Development (D-PUD) application filed by Jeffery Moorhouse, of Onalaska United Methodist Church, 212 4th Avenue North, Onalaska, WI 54650, for the purpose of expanding United Methodist Church utilizing a three-phased approach which include the following parcels located at 212 4th Avenue North, 222 4th Avenue North, 412 Locust Street, 418 Locust Street, 213 5th Avenue North, and 415 King Street (18-229-0, 18-228-0, 18-233-0, 18-234-0, 18-232-0, & 18-231-0).**

1. D-PUD Application Fee of $700.00 *(PAID).*

2. Final Implementation Plan to be submitted for review and approval prior to any development activities.

3. Site Plan review will be required prior to construction of Phase 1, Phase 2, and Phase 3.

4. Owner/developer to abide by the Airport Overlay Height Zoning Ordinance and obtain any necessary permits from the City of Onalaska and/or City of La Crosse as needed.

5. All erosion control BMPs (Best Management Practices) to be installed prior to the start of any construction activities. Swale areas/stormwater ponds to be dug prior to start of construction and prior to initial grading to act as sediment traps. Track pad(s) to be installed with a minimum of 3 to 6 inch stones, one (1) foot deep and fifty (50) feet in length. All disturbed areas to have black dirt placed and seeded within seven (7) days of disturbance.

6. As-builts of all utility work required to be submitted to the Engineering Department.

7. Owner/developer to request and have the vacation of alley finalized prior to any construction activities.

8. Owner/developer to submit final, colored renderings of all four (4) sides of proposed buildings noting architectural elevations with details and materials to be approved by the Planning Department.

9. Any future improvements to these parcels will be subject to additional City permits (i.e., site plan approvals, building permits, zoning approvals). 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.

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

11. 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.

# ONALASKA UNITED METHODIST CHURCH

A CONGREGATION OF THE UNITED METHODIST CHURCH
212 4TH AVENUE N, ONALASKA, WISCONSIN 54650
http://www.onalaskaumc.org/

January 24, 2018

City of Onalaska City Council:

We are requesting rezoning by D-PUD process. The project is the entire block owned by the church. Specifically, the block between Locust Street and King Street and between 4th Ave N and 5th Ave N contains the project.

The Onalaska United Methodist Church has spent years working with architects, planners, and builders to arrive at our current 10 year plan of improvement. This 10 year plan addresses important physical needs of our congregation, our community, and our vision for meeting our overall mission. These needs result in a building improvement program that challenges our current site. Through expert planning, we have resolved our challenges into a detailed improvement plan that satisfies our identified physical needs. The three phases of our proposal include two specific building Phases 1 and 2 and a third phase that addresses the replacement, removal, or repurposing of the remaining two residential units. This is part of our ongoing effort to serve and to support our community.

We thank you for your time and support of this important community project.

Sincerely,

Jeffrey S. Moorhouse
OUMC Trustee Chair

**PROJECT OVERVIEW**

The Methodist Church of Onalaska is seeking improvements to our facilities to enhance and to continue to serve our community. As a church, we have continued to plan our future and adapt to the changing needs of those we service. Some of this has been a long term component of our planning efforts while some is newly conceived. However, with the multiple properties and uses necessary to carry out our mission, new more appropriate zoning is required. We are seeking a D-PUD to achieve this objective.

Our current plan is set to three Phases of Development. Phase I is an addition to provide better, safer access to our building. Phase II moves our Fellowship Hall to the main floor to be at the same level as our Sanctuary. This also provides additional lower level entrance and classrooms. Phase III is less specific but is based on the expected useful life of the two remaining single family homes on our property. As they near this end, they will require repurposing, rebuilding or removal. A more specific final development plan will be created for those components. As single family homes, they currently satisfy a reasonable mission objective for us. These properties will continue as homes for the foreseeable future in the short term.

**GENERAL DEVELOPMENT PLAN STANDARDS**

**A. PERMITTED USES:**

(1) One (1) family dwelling.
(2) Community living arrangements.
(3) Family day care homes.
(4) Zero (0) lot line housing.
(5) Single-family attached dwellings, including duplexes, townhouses, row houses.
(6) Multi-family dwellings, including senior housing.
(7) Special needs housing, such as community living arrangements and assisted living facilities.
(8) Rest Homes, nursing homes, homes for the aged and clinics, and such similar facilities, Children's nurseries, daycare centers, preschool , centers and school-age daycare programs
(9) Food related services (neighborhood grocery store, food pantry, farmers market, bakery, café, or coffee shop).
(10) Retail uses (stationery store; gift shop, book store; studio and shop for artists and artisans).
(11) Services (day care center; music, dance or exercise studio; professional office, or medical clinic).
(12) Cultural uses (library, community meeting facility, community center, auditorium, warming shelter, public emergency shelter).
(13) Clubs, fraternities, lodges and meeting places of a non-commercial nature
(14) Church and place of worship related uses.
(15) Educational facility.

(16) Open Space Uses (passive recreation, park, or playground).
(17) Manufacture and packaging of confection or jewelry.
(18) Parking facilities
(19) Public facilities

**B. CONDITIONAL USES:** None

**C. DENSITY**

1. In relation to adjacent properties, our facilities will not appear contextually different. Our site is currently occupied by a substantial structure and most of the proposed building activity is located in the middle of the project site. The greatest change will be in Phase I on the east side of the project. This is because the house located at 213 5th Avenue North is being removed to allow for the Phase I construction.
2. City services to the project are adequate as we are not anticipating increased demand for sewer and water. The exception to this is in Phase II, we will be adding a fire sprinkler system to the entire Church Building. Service for this is adequate once a new water service is installed as part of the Phase I work.
3. The design of the building phases has been done to tie into the look of the existing building. Architectural renderings are included in our submittal.
4. The scale and massing of the proposed additions are demonstrated in the drawings and are appropriate for the building.
5. Building drawings included in the submittal show the elevations and site drawings demonstrate compliance with proposed setbacks.
6. Additional green space is being added where appropriate. Added green space will be replacing the 213 5th Avenue house. New green space is incorporated between the church building and the parking where there is none now.
7. Open space is being preserved in reasonable proportion to the building and parking. Site plans indicate green space being provided. Perimeter green space remains virtually unchanged by the project.
8. There are no natural or historic resources here needing preservation.

**D. SETBACKS**

Front:

Each structure in the D-PUD shall have a one street designated as 'front.' This setback for the front shall be 25'.

Side yard:

Sides, other than front, shall have a minimum setback of 5 feet.

Rear yard:

None

Area:

1. Total maximum building area (including canopies) shall not exceed 40% of the D-PUD site.

2. Total parking and drives shall not exceed 30% of the D-PUD site.
3. Parking garage credit: For every required parking space that is relocated to "below Grade" parking either under created green space or below building footprint, the allowable building footprint may be increased by 625 SF.

**E. BUILDING HEIGHT**

1. 3 stories not including basements or parking structures that may be partly or fully below grade.
2. Church Steeple – 65' height limit. However, steeple shall be designed to fit into the architecture of the building.

**F. DESIGN WITH THE ENVIRONMENT**

We have specifically worked with the changing elevations of our site to arrive at a unique and sensitive plan; providing important access for those in our community with physical and mobility challenges.

**G. OPEN SPACE**

We are proposing open space for 30% of our site. This is important to us because of our need for a playground and shelter. We also have two biofilters that are preserved in Phase I with one being relocated in Phase II.

**H. ARCHITECTURE**

The project design is under contract with the local architectural firm HSR Associates. We will be submitting specific architectural drawings depicting the character of our proposal as part of the Final Development Plan process.

**I. PARKING**

Parking on-site shall include a minimum of 36 spaces without exceeding the proposed maximum parking and driveway pavement for the site of 30%.

**J. STREETS, UTILITIES, AND DRAINAGE**

No public improvements are proposed.

**K. CIRCULATION/ACCESS**

The facilities are connected to the public sidewalk system at multiple locations. The church worked with the city recently to establish sidewalks around the entire block.

**L. LANDSCAPING**

Landscaped areas are shown on our submittal site plan. No hardwood trees are being removed with this project except one Green Ash which will be suitably replaced.

**M. SIGNS**

We show on our plans existing signs. There are three. We propose that these be allowed to remain at these locations. All three are monument type structures. These may be updated or reconstructed at their current locations provided the following:

1. The character of the sign shall remain consistent with the building architecture.
2. The foundation of any replacement shall not exceed the existing foundation by more than 10%.
3. The sign shall not be placed closer to any adjacent right-of-way than the current sign.
4. Any sign reconstruction shall be made to comply with the physical conditions of the sign ordinance for size, area, brightness, height, or any properties required of the sign as contained in Section 13-6-24; 13-6-25; & 13-6-20 of the City of Onalaska Sign Ordinance.

**ECONOMIC ANALYSIS OF THE DEVELOPMENT**

It is estimated that Phases I and II of the development will have a construction value of $3,500,000. Even though this does not have a direct tax benefit to the city, our church offers significant beneficial community services and support for citizens that is an important part of a healthy and happy community.

**TENATIVE SCHEDULE**

Phase I – complete in 2018
Phase II – complete in 2025
Phase III – complete in 2030

Vacation Bible School

In August we open our doors to many children for a week-long Vacation Bible School. We have Rally Day Sunday in September and Music Fest in May. The community Head Start program has morning and afternoon classes, renting two rooms Monday through Thursday, and using the playground area every day. In November, the Men's Group prepares their wonderful Chili/Pie Supper. Occasionally, we are asked by travelling youth mission groups to use the church as a place to stay for the night.

Over the last 158 years, our church building has been a place of worship, spiritual growth, learning, fellowship, and community gathering. Many people benefit from what happens at OUMC in a day, in a week, in a month, and in a year...Thanks be to God!

Children's Christmas Pageant

**This is the second in a series of three brochures from the Property Committee.**

**OUMC Property Planning Team:**

Dennis Borchert, Chair; Matt Gobel, Jeff Moorhouse, Dan Blumer, Wes Hulburt, Sue Sanders and Pastor Jenny Arneson

# *Building Use*

**ONALASKA UNITED METHODIST CHURCH**

Last month, the OUMC Property Planning Committee shared the history of the Onalaska United Methodist Church. It is now time to share how our church is currently being used. Have you ever thought about the many ways our church building is used daily, weekly, monthly and yearly? Every Sunday, we celebrate two worship services. Beyond Sunday morning worship and Sunday school, it is amazing how often the church is used for small groups, fellowship, church business and community gatherings.

Page 1 of 2 - Current

## Take a look at a typical week:

**Sunday** mornings include two worship services, with an average attendance of 300+ in 2014. Children's Sunday school is getting so busy that we need to use the Head Start rooms. The Praise and Worship teams rehearse both before and after second service. Adult Bible studies and classes are also continuing to grow. Many Sunday evenings people attend small group gatherings and Love and Logic parenting classes.

Children's Time with Pastor Jenny

**Monday** mornings bring the UFFDAS, a group of dedicated people that keep our church in tip-top shape. The evening brings Stephen Ministers for their ongoing education and supervision, and the bell choir has their rehearsals. More small groups often meet on Monday evenings.

**Tuesdays** are busy with the Caring and Sharing Group and in the evening many church committees meet. Mission Stitchers also spend time at church on Tuesdays making quilts. The second Tuesday of each month is the Community Dinner, which serves a hearty meal to130-160.

Headstart using the playground

Church Council Meeting

On a typical **Wednesday** there might be over 300 people who come through the doors. In the morning, a community women's Bible Study Fellowship group uses the sanctuary, fellowship hall, nursery, and every available classroom. There are 150-200 people who attend, in addition to over 50 children in the childcare. After school, the puppet ministry meets, then Wednesday evenings bring over 100 youth and leaders to church for SOAR, which includes a meal, youth group gatherings, and Confirmation.

**Thursdays** have more small groups meeting in the church during the day, including the prayer group. Thursday evenings, the sanctuary resounds with wonderful sound as the Chancel Choir practices, and from October to December, the Cantata Choir rehearses. The community Antique Car Club meets once per month on Thursday evenings.

**Friday** is a slower day, as staff prepare for Sunday. **Saturdays** have a variety of events that happen, depending on the time of the year. Once per month the Men's Group meets for breakfast and fellowship, and a community quilting group meets in Fellowship Hall.

2014 Cantata Performance

In addition to what happens in a typical week at church, there are many other times the church is used on a one-time or regular basis. We gather regularly for the Fifth Sunday Potluck and the annual Birthday Potluck. During the Lenten season there are several additional worship services, Shrove Tuesday pancake meal, Lenten studies, and Easter Brunch. During the Advent season additional activities include Cantata, the Children's Christmas pageant, Sunday evening Healing Service and Soup Supper, Cookie Walk, and the Bell Choir concert. On Christmas Eve there are three worship services.

Sunday School

There are weddings (nine in 2013), funerals (20 in 2013), and people requesting the use of fellowship hall for wedding and baby showers, and family gatherings. Area community groups request the use of our building for a variety of reasons. We have hosted the Coulee Region Gospel Choir, the community Thanksgiving worship service, and mental health workshops, just to name a few.

# *Our Future Possibilities*

**ONALASKA UNITED METHODIST CHURCH**

Work of the Property Planning Committee

**The Onalaska United Methodist Church**

**Work of the Property Planning Committee**

**Purpose:**

The Property Planning Committee was formed in January, 2011 to make recommendations to the Church Council regarding the changes to or uses of church property to meet the needs of our Mission, Vision, and Five-Year Plan of Ministry. (Adapted from the meeting minutes from the January 16, 2011 meeting.)

Over the years, the Committee has been served by the following members of the church: Dean Baldwin, Pete Putnam, Wes Hurlburt, Mary Koblitz, Dennis Borchert, Sue Sanders, Jeff Moorhouse, Dan Blumer, Matt Gobel, and Rev. Jenny Arneson.

Areas of concern that were initially brought before the committee were:

1. The 412 Locust St. Property (the area of the current playground) use after the house was removed.
2. Review of the long range building plan and see what parts are still relevant.
3. Identify and plan for building or remodeling to meet current needs.

**2011**

In 2011, the committee recommended to the Church Council to make the 412 Locust property a green space. This project was completed and now is a fenced playground with a shelter building. The committee also recommended to the church council that the windows in the education wing be replaced. This project was also completed in 2011.

**2012**

The Committee recommended to the Church Council to make the building more accessible by installing door operators and an accessible restroom. This too was completed in 2012. The committee recommended to the Church Council to purchase the last property on the block. This was completed in 2012.

These first projects were all obviously needed and their identification was simple and they were funded by general funds and donations.

After these initial projects, the committee continued to look at how the church is used, identified needs expressed by the congregation, discussed the future of our ministry and how that related to our current and future building needs. Various surveys have been done to support the discussions of the Committee including assessing how people enter the building, use of restrooms, and a survey of the thoughts and dreams of the congregation. From this information and our continued discussion, the Committee determined that there are four specific areas where our building lacks functionality to such a degree that to do nothing in these areas would compromise the mission of our church.

**2013**

In August of 2013, the Church Council approved these as priorities:

- Remodel of Fellowship Hall
- Remodel and expand the kitchen
- Provide a covered area outside for drop-off
- Provide a direct access to Fellowship Hall

**Remodel Fellowship Hall**

Fellowship Hall is the most active, as well as, dynamic place in the church. Our ministry brings wide variety of events to this room more often than any other place in the church building. The size and relation to the kitchen make it an ideal gathering place. However, 40 years of service and increased use by our congregation and community are gradually eroding the quality of this room. The décor is worn and outdated. This precious utilitarian space has been continuously pushed forward into the lime light as our church mission expands. Ease of access, accessible restrooms, aesthetic quality, pleasant heating and cooling systems, and access to technology were not priorities when this space was envisioned in the 1960's but are ever increasing demands for today's mission. A program should be developed to address these needs, as well as, related function within our church building and campus.

Fellowship Hall being used for Vacation Bible School

3 of 6 - Future

## Kitchen Remodel and Expand the Kitchen

Kitchen being used for 2015 Shrove Pancake Dinner

Our kitchen has always been an important space within our church. The 1985 addition to the building moved and expanded the kitchen onto its present location, from the previous small room on the west side of Fellowship Hall. Even though it was only 15 years old at the time, the expanded and updated space was a welcome improvement. Today, 30 years later, our kitchen again needs remodeling. Building codes, sanitation rules, fire safety, circulation, efficiency, and equipment updates are all placing demands on the current facility that cannot be met without significant construction. This room is ripe for careful and considerate planning and construction to keep this a viable support facility for all of the missions we serve from this place.

## Covered Drop Off

The trend we cannot ignore is the aging of our membership, as well as, that of our community in general. The location of our church building on high ground leaves us with few options for easy access on foot or for providing safe and sound footing to our building in poor weather conditions. Having a canopy drop off area would serve all member and visitors providing safe passage into our building. Creating this also provides the opportunity for an open and welcoming entrance to our office, sanctuary, and potentially to Fellowship Hall. Depending on the design of this feature, several challenges to our building function can be addressed. This includes increased narthex space, more open and direct access to Fellowship Hall, providing the opportunity for needed restroom additions, improved access from the sanctuary to Fellowship Hall, correct drainage problems off the roofs, and a more welcoming exterior entrance on the east side of the building.

## Direct Access to Fellowship Hall

Access to Fellowship Hall has always been a bit indirect within the current layout of our building. For the veterans of our congregation this is a minor inconvenience. However, the architecture of our entrance to this important place of activity leaves most others feeling like they just found their way through the back door. Fellowship Hall deserves better. The importance of our ministry that occurs in Fellowship Hall should be reflected in how we arrive, and a comfortable, welcoming experience that enhances the ministry.

**Summary of Options:**

1. Remodel with Addition
    A. Plans and images
    B. Descriptions and costs
2. Primarily an addition that is connected
    A. Plans and images
    B. Descriptions and costs

# ONALASKA UNITED METHODIST CHURCH

## Proposed Building Project UPDATE

2016.10.14

**ONALASKA UMC MISSION**

The mission of Onalaska United Methodist Church is to be an inviting, welcoming, and accepting congregation so that all may become devoted followers of Christ.

**BUILDING PROJECT MISSION**

The building project mission is to provide space that is...

1. Inviting – attractive to people and groups in the Onalaska community and region.
2. Welcoming – pleasant, comfortable, and easy to use for members and guests.
3. Accepting – accommodating all people, including those with mobility challenges and disabilities.
4. Discipling – making followers of Jesus through abundant space for worship, education, and fellowship.
5. Transforming – room for existing and new outreach/ mission activities serving our community and world.
6. Forward-Looking – room for new opportunities and growth as God's Kingdom continues to be revealed

**ESTIMATED COST**

| | |
|---|---|
| New Construction | $1,623,520 |
| High Intensity Remodel | $296,395 |
| Low Intensity Remodel | $166,848 |
| Basement Shell Space | $183,330 |
| Basement Restrooms | $69,700 |
| Fittings/Fixtures/Other | $219,750 |
| Site Improvements | $378,950 |
| Design/Engineering Fees | $175,000 |
| Capital Campaign Fees | $50,000 |
| **TOTAL** | **$3,163,493** |

*Color codes refer to floor plans on back.*

**ANTICIPATED FINANCING**

| | |
|---|---|
| Cash & Pledges On Hand | $100,000 |
| Additional Mortgage | $400,000 |
| Capital Campaign Cssh | $1,100,000 |
| Capital Campaign Pledges | $1,600,000 |
| **TOTAL** | **$3,163,493** |

**PROJECTED TIMELINE**

| | |
|---|---|
| Oct. 23, 2016 | Charge conference: vote to approve *capital campaign* |
| May 2017 | Charge conference: vote to approve *construction* |
| Fall 2017 | Construction begins |
| 2018 | Project completed |

Northeast Elevation

East Elevation

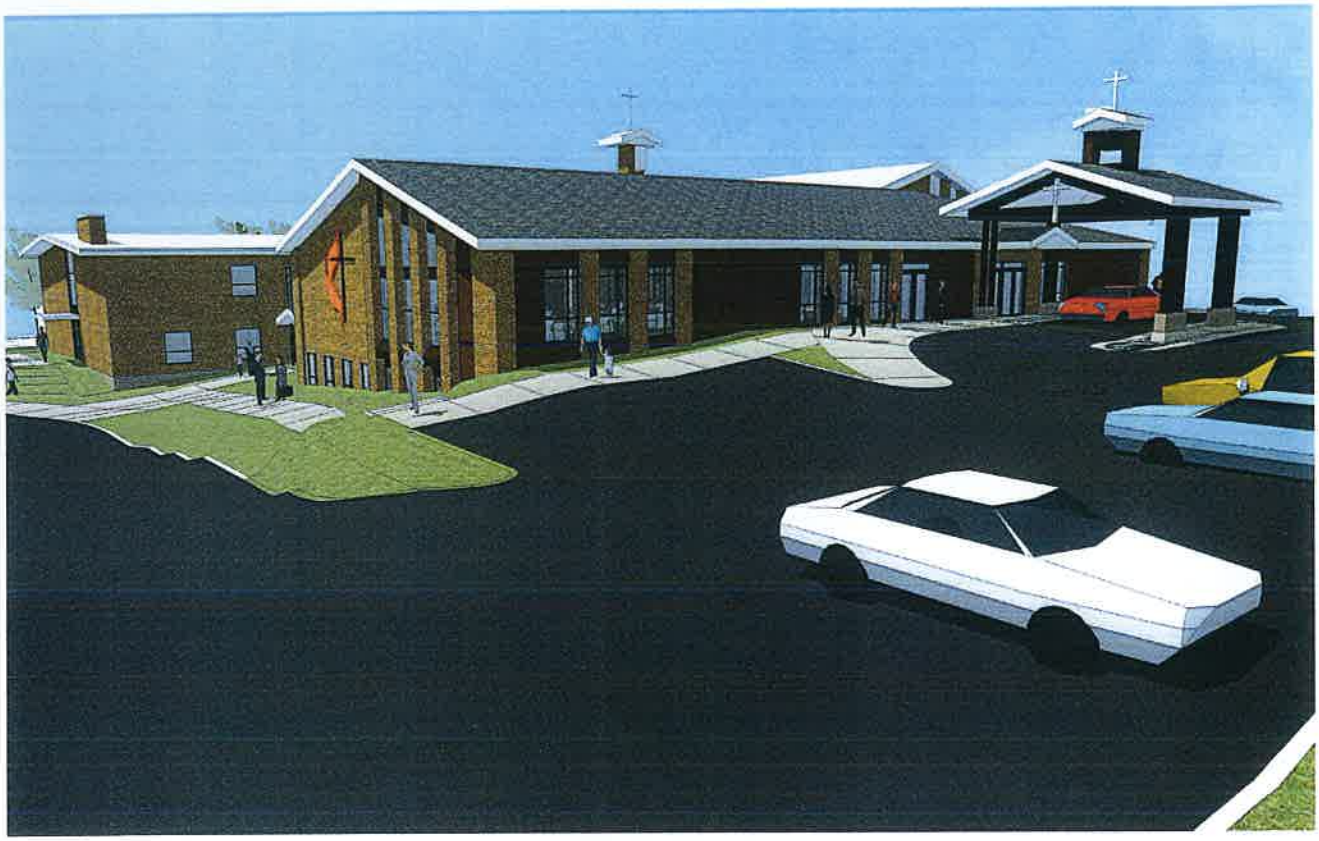
10.5.16

ONALASKA UNITED METHODIST CHURCH

PARAGON ASSOCIATES SURVEYING. ENGINEERING. LANDSCAPE ARCHITECTURE

DBS GROUP

ARCHITECTURE ENGINEERING INTERIOR DESIGN



Southeast Elevation

South Elevation

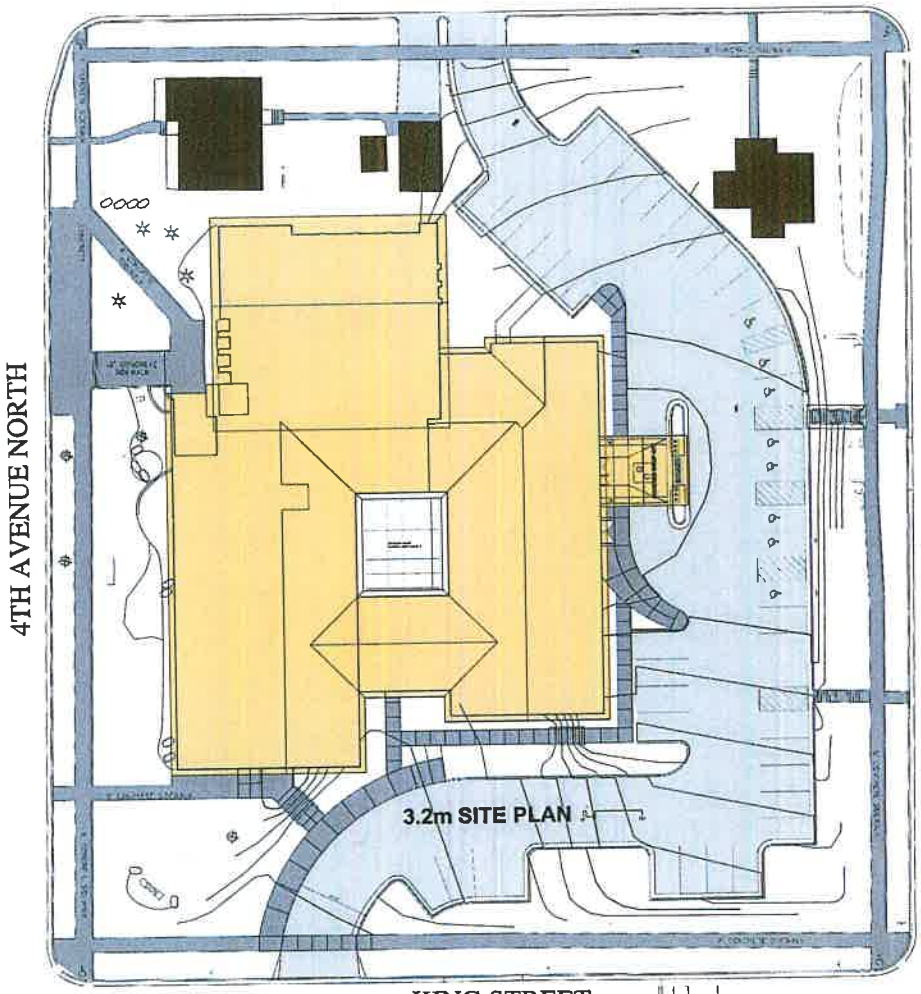
10.5.16

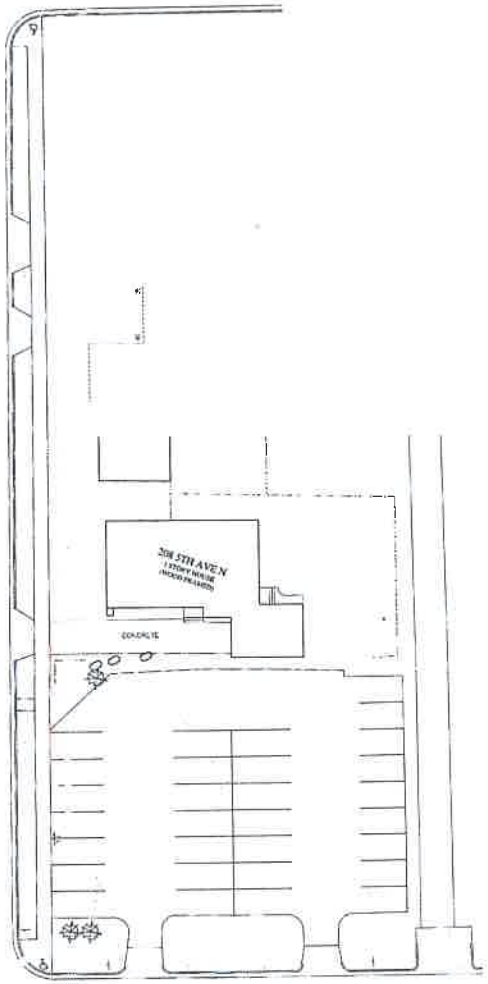
ONALASKA UNITED METHODIST CHURCH

PARAGON ASSOCIATES SURVEYING, ENGINEERING, LANDSCAPE ARCHITECTURE

DBS GROUP

ARCHITECTURE ENGINEERING INTERIOR DESIGN



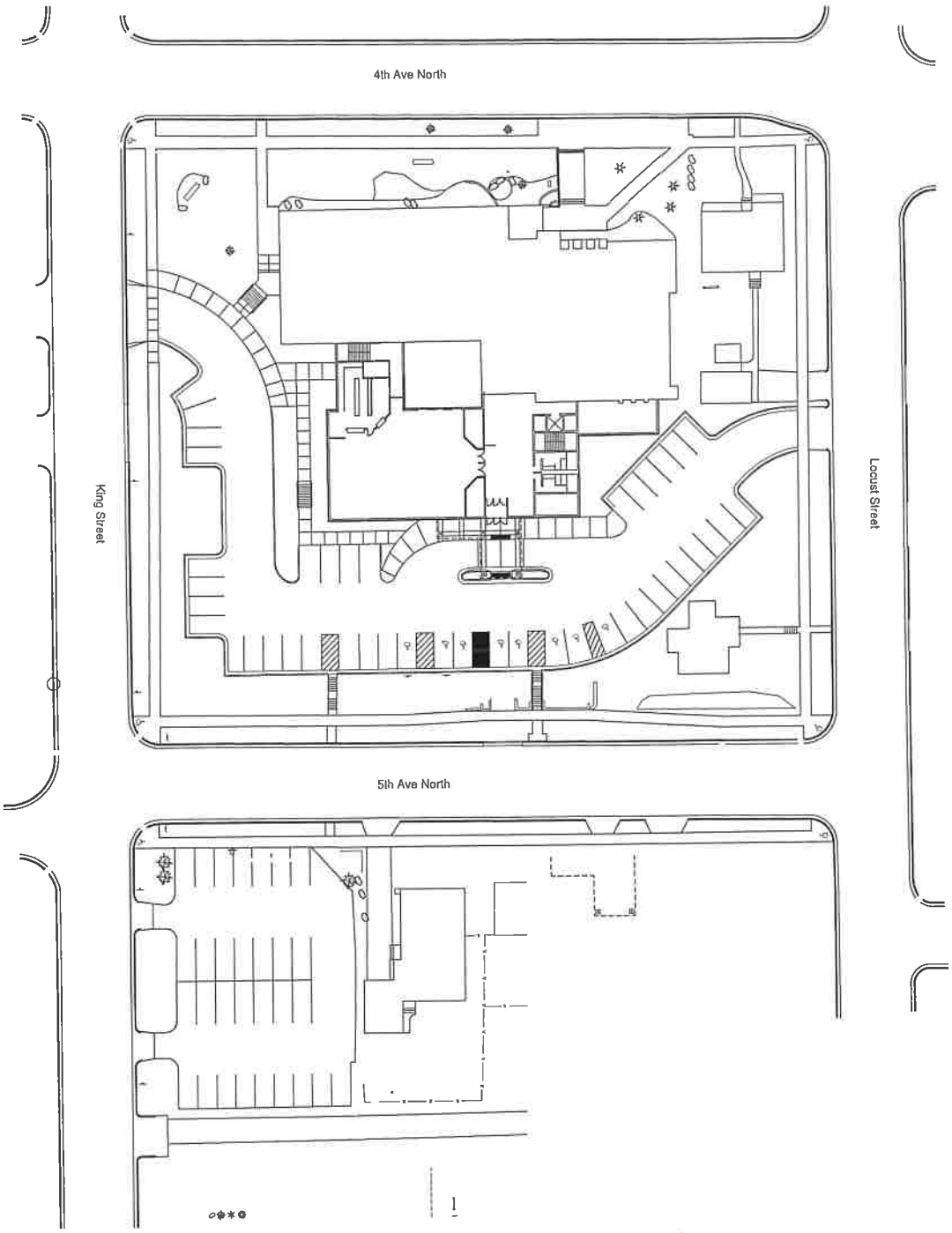
9.25.16

ONALASKA UNITED METHODIST CHURCH

PARAGON ASSOCIATES SURVEYING, ENGINEERING, LANDSCAPE ARCHITECTURE

DBS GROUP Design Build Solutions

ARCHITECTURE ENGINEERING INTERIOR DESIGN

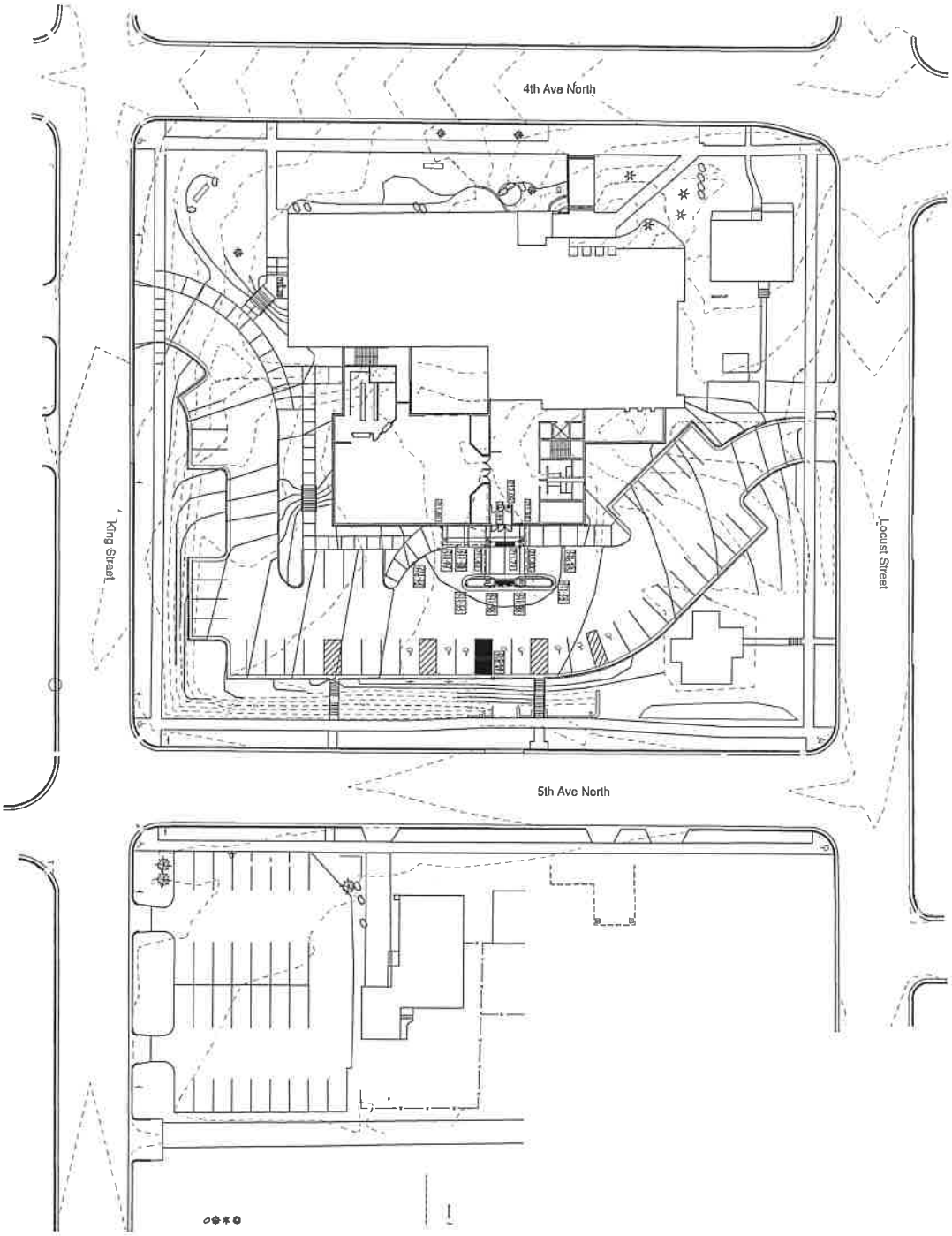



C200

*ONALASKA UNITED METHODIST CHURCH*
*212 4TH AVENUE NORTH*
*ONALASKA, WI 54650*

Site Plan

PARAGON ASSOCIATES
Environmental Design & Consulting

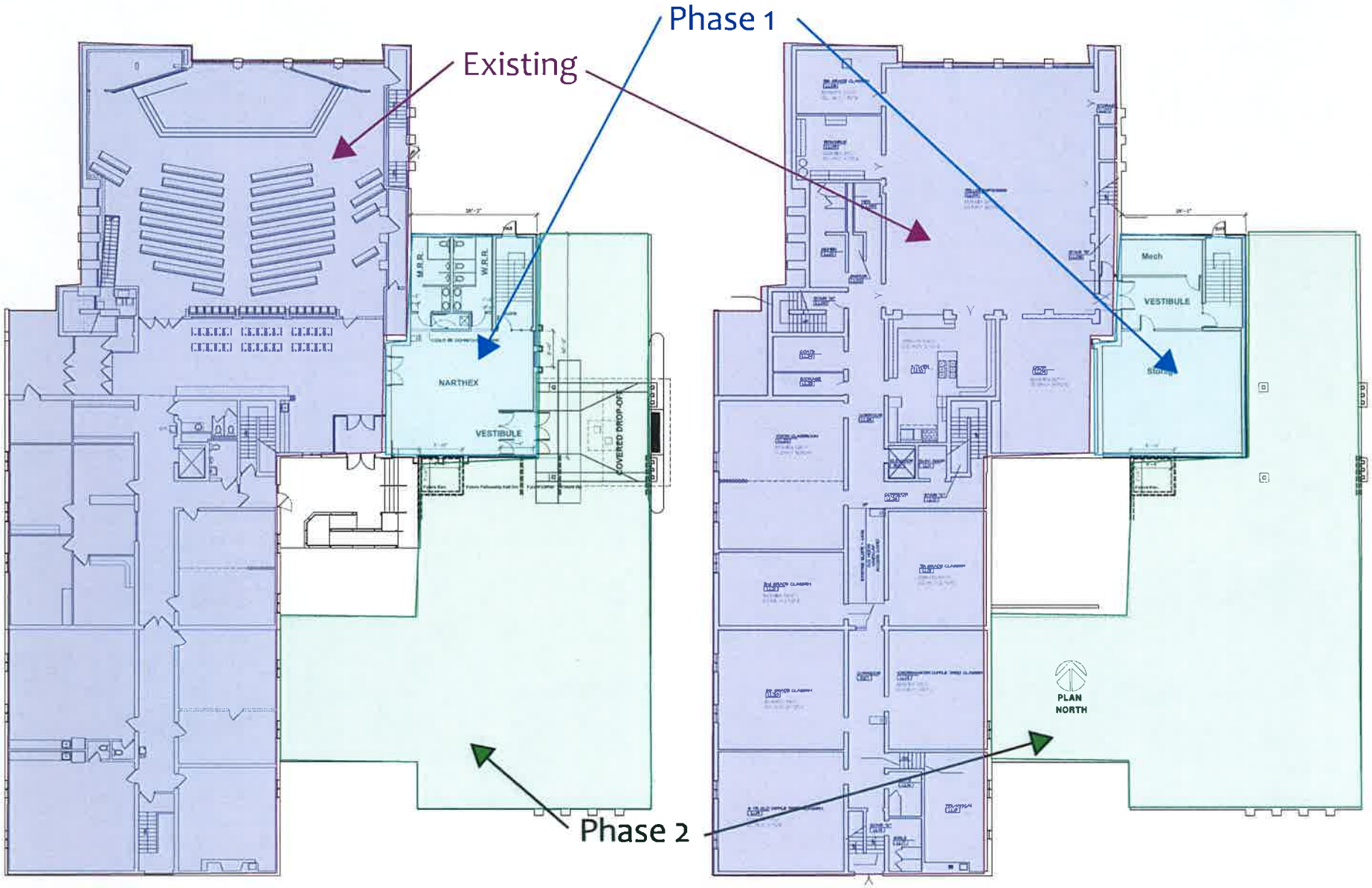



C300

*ONALASKA UNITED METHODIST CHURCH*
*212 4TH AVENUE NORTH*
*ONALASKA, WI 54650*

Grading Plan

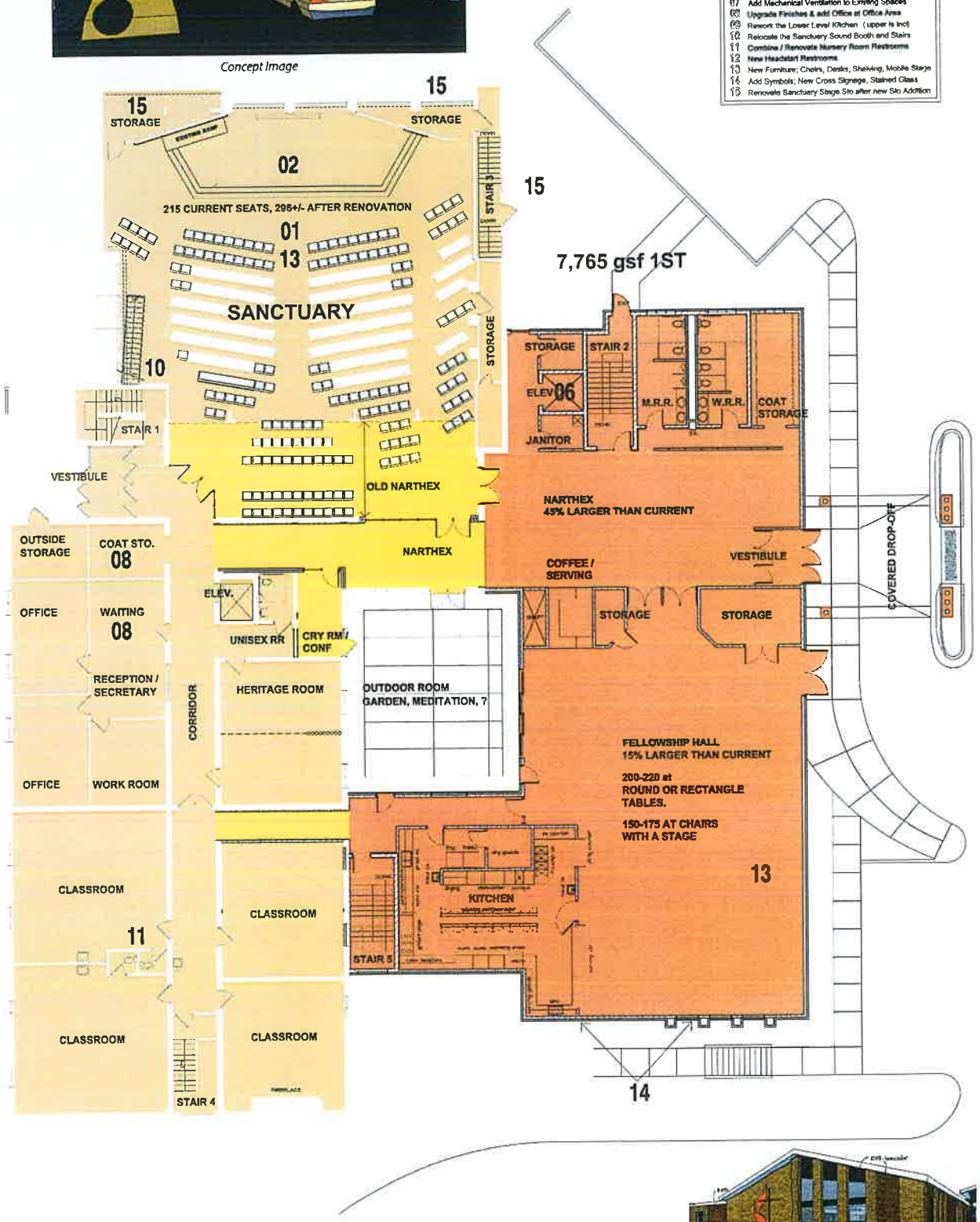
PARAGON ASSOCIATES
Environmental Design & Consulting

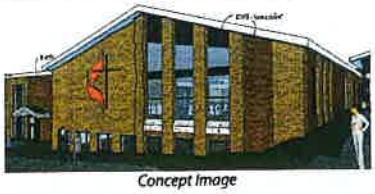

Phase 1
Existing
Phase 2
NARTHEX
VESTIBULE
COVERED DROP-OFF
M.R.R.
W.R.R.
Mech
VESTIBULE
Storage
PLAN
NORTH

Concept Image

| COLOR KEY |
|---|
| NEW CONSTRUCTION |
| MAJOR RENOV. |
| MINOR RENOV. ADD SPRINKLERS |

| KEY TO THE NUMBERS ON THE PLAN |
|---|
| NUMBERS INDICATE AREAS WHERE WORK PREVIOUSLY DISCUSSED IS NOT INCLUDED IN THE CURRENT 3.2M BUDGET FOR THE OUMC PROJECT. |
| 01 Relight the Sanctuary area |
| 02 Extend Sanctuary Stage |
| 03 Convert Existing Fellowship Hall to Classrooms |
| 04 Restroom Renov & add Showers Lower Level |
| 05 Renovate & Combine Headstart Restrooms |
| 06 Add Elevator to new shaft in addition |
| 07 Add Mechanical Ventilation to Existing Spaces |
| 08 Upgrade Finishes & add Office at Office Area |
| 09 Rework the Lower Level Kitchen (upper is incl) |
| 10 Relocate the Sanctuary Sound Booth and Stairs |
| 11 Combine / Renovate Nursery Room Restrooms |
| 12 New Headstart Restrooms |
| 13 New Furniture; Chairs, Desks, Shelving, Mobile Stage |
| 14 Add Symbols; New Cross Signage, Stained Glass |
| 15 Renovate Sanctuary Stage Sto after new Sto Addition |



Concept Image

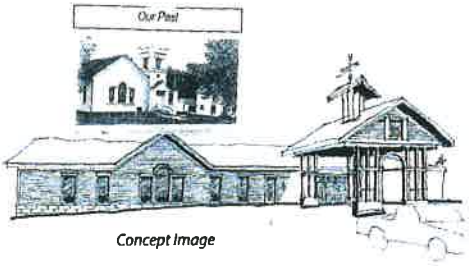
# 3.2m UPPER LEVEL PLAN

9.25.16

ONALASKA UNITED METHODIST CHURCH

PARAGON ASSOCIATES SURVEYING, ENGINEERING, LANDSCAPE ARCHITECTURE

DBS GROUP Design-Build Solutions




*Concept Image*

**COLOR KEY**

- NEW CONSTRUCTION
- MAJOR RENOV.
- MINOR RENOV. ADD SPRINKLERS

**KEY TO THE NUMBERS ON THE PLAN**

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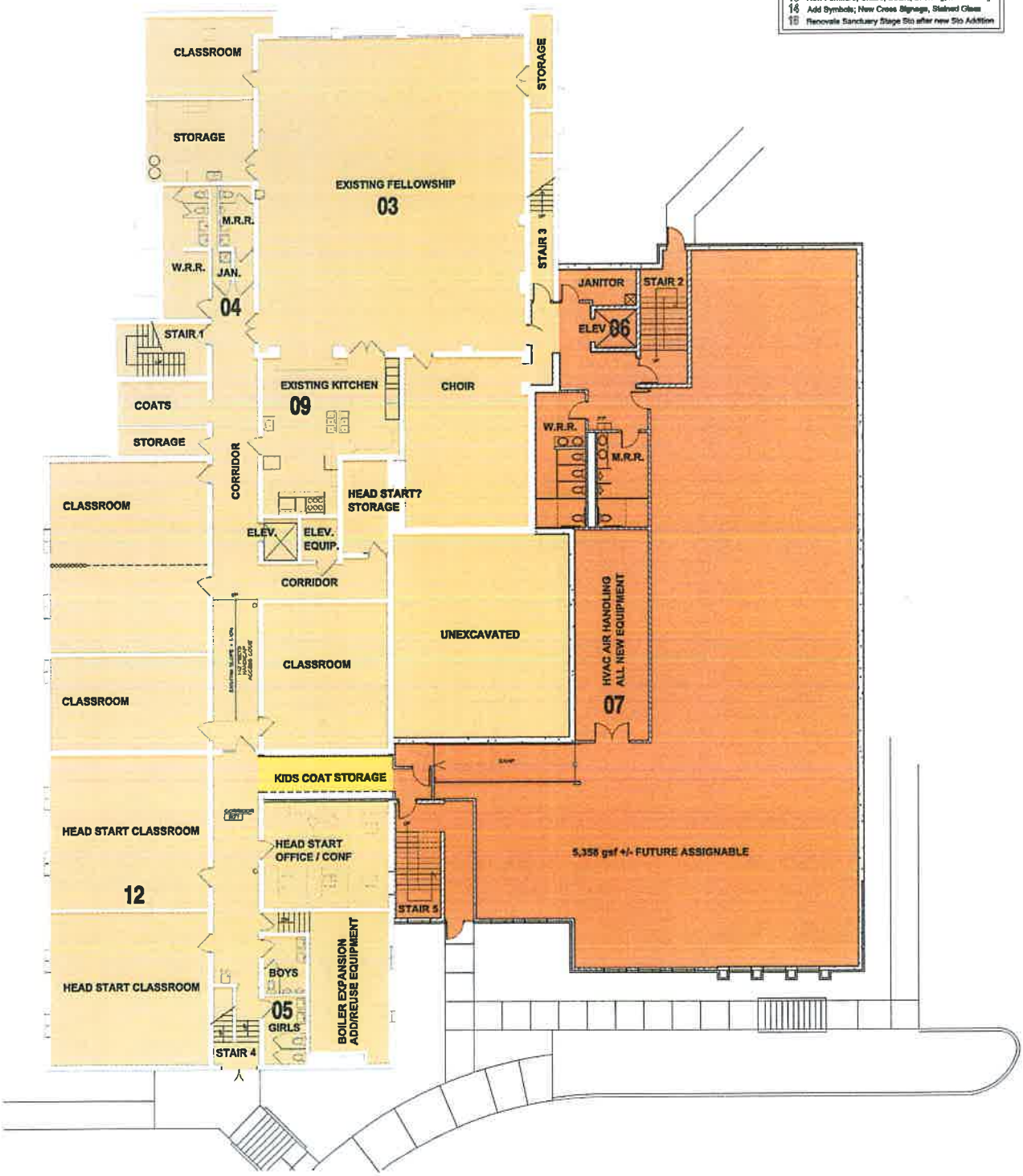



# 3.2m LOWER LEVEL PLAN

9.25.16

ONALASKA UNITED METHODIST CHURCH

PARAGON ASSOCIATES SURVEYING, ENGINEERING, LANDSCAPE ARCHITECTURE

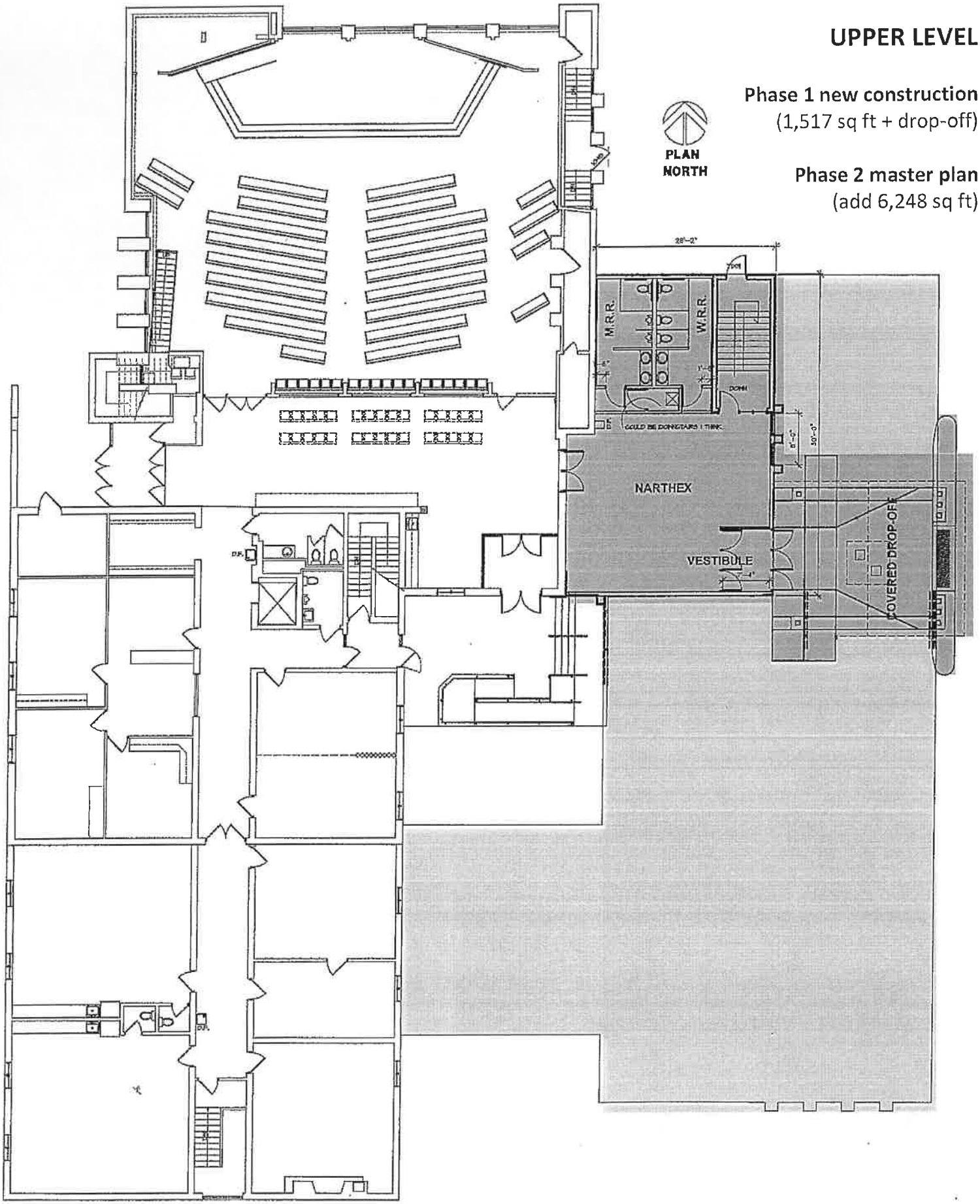
DBS GROUP

ARCHITECTURE ENGINEERING INTEGRATION

# UPPER LEVEL

**Phase 1 new construction**
(1,517 sq ft + drop-off)

**Phase 2 master plan**
(add 6,248 sq ft)



City of Onalaska, Department of Planning & Zoning, 415 Main Street, Onalaska, WI 54650

# DOWNTOWN PUD GENERAL DEVELOPMENT PLAN APPLICATION

**The following checklist will ensure the timely processing of your application:**

➡ **Overview/ Cover Letter Describing the following:**

- ► A statement describing character and goals of the d-PUD and a general schedule for implementation.
- ► Plan Set including: Proposed site plan, density, uses, lot area, setbacks, building heights, common open space, landscaping, architecture, parking, streets/circulation, signage, utilities, & drainage.

➡ **$700 Permit Application Fee** (Payable to the City of Onalaska).

***If incomplete, no further processing of the application will occur until the application is complete.***

*A Downtown - Planned Unit Development (D-PUD) may be used as a custom zoning district for any land use or combination of land uses. The minimum size of a D-PUD is one-quarter (1/4) acre or 10,890 SF. A D-PUD is reviewed through a two-part process: 1) General Development Plan (GDP) and a 2) Final Implementation Plan. A GDP requires a public hearing at a Plan Commission meeting where the developer provides a plan set for the PUD including all items noted above (Sections 13-3-17 - 13-3-20 of the Unified Development Code). If the GDP is approved, the next step is completing a Final Implementation Plan reviewed by the Plan Commission and Common Council for final approval.*

**Brief Description of Request for a D-PUD:**

The Onalaska United Methodist Church has spent years working with architects, planners, and builders to arrive at our current 10 year plan of improvement. This 10 year plan addresses important physical needs of our congregation, our community, and our vision for meeting our overall mission. These needs result in a building improvement program that challenges our current site. Through expert planning, we have resolved our challenges into a detailed improvement plan that satisfies our identified physical needs. The three phases of our proposal include two specific building Phases 1 and 2 and a third phase for the replacement, removal, or re-purposing of the remaining two residential units.

| | |
|---|---|
| **Property Address(es):** 212 & 222 4th Ave N 412&418 Locust; 213 5th Ave N; 415 King | |
| **Parcel Number(s):** | |
| 18- 229-0 * | 18- 233-0 * |
| 18- 228-0** | 18- 234-0** |
| 18- 231-0 * | 18- |
| 18- 232-0 ** | 18- |
| **Zoning District:** * P1 & FB Res overlay<br>** R2 & FB Res overlay | |

| | |
|---|---|
| **Applicant/Property Owner:** | Onalaska United Methodist Church |
| **Project Contact:** | Jeffrey S. Moorhouse, Trustee Chair |
| Mailing Address: | 212 4th Ave N |
| City, State, Zip: | Onalaska, WI 54650 |
| Phone Number: | (608) 783-3380 |
| Email: | jeffm@paragon-assoc.biz |

*The undersigned hereby makes an application for the location stated herein. The undersigned agrees that all work shall be done in accordance with the requirements of the City of Onalaska Unified Development Code / Zoning Ordinance and with all other applicable City Ordinances and the laws and regulations of the State of Wisconsin.*

| | | | |
|---|---|---|---|
| **Signature of Applicant:** | Jeffrey S. Moorhouse, Trustee Chair | Date: | |
| **Signature of Property Owner:** | Jeffrey S. Moorhouse | Date: | 01/24/2018 |

| | | | |
|---|---|---|---|
| **OFFICE USE ONLY:** | Date Submitted: | Permit Number: | |
| Permit Fee: | ☐ Cash ☐ Check # | Application Received by: | |

CITY OF ONALASKA
RECP: P00103959 01/24/2018 4:50 PM
TRAN: 450 PLANNING & ZONING
OPER: C1 TERM: 1
TRED: CASH 01
OLD: 18-233-0 & 18-234-0 700.00
PAID BY: PARAGON ASSOC INC
CHGD: 700.00 REF: SW - 5376
APPLICATION FEE 700.00
TENDERED 700.00
CHANGE 0.00

# CITY OF ONALASKA

## *Downtown - Planned Unit Development Checklist*
## *(General Development Plan)*

The submittal to your proposed project must include the following information in order to be considered an Application for Downtown Planned Unit Development (D-PUD) Review for General Development Plan (GDP). The submittal of the proposed project must include the following information in order to be considered a complete application for a GDP. Refer to City of Onalaska's Unified Development Code for more information regarding standards, plans, and requirements (Sections 13-3-17 - 13-3-20). **Please provide the following with the site plan application submittal: two (2) full-size copies (24" x 36"), two (2) 11" x 17" copies, and a 24" x 36" electronic version of entire plan set.**

1. Completed Downtown-Planned Unit Development (D-PUD) General Development Plan Application form with completed and signed checklist.
   ☑ *Attached*

2. A cover letter is required providing a statement describing the character of the D-PUD and general schedule for implementing the development. Other information includes, but not limited to, permitted/conditional uses, acreage, proposed density, and setbacks, building height, environmental design, open space, architecture, parking, streets, utilities, and drainage, circulation/access, landscaping and signage. This information will be used by the Plan Commission in addition to items in the plan set to review the D-PUD.
   ☑ *Attached*

3. Application Review Fee: $700.00 (Payable to the City of Onalaska).
   ☑ *Submitted*

4. **Plan Set**. New development will require a professionally drawn site plan to be submitted, drawn to an engineered scale, and include the following items:
   A. Scaled Plan of the project area and its relationship to surrounding properties with existing topography, easements, existing vegetation and all other features within one hundred (100) feet of the proposed D-PUD.
   B. Identify the following:
      1) Pattern of proposed land uses (size, arrangement, density);
      2) Pattern of private streets, traffic circulation, access and parking (on or off-street);
      3) Location, size and character of open spaces, common areas, and management;
      4) Utility feasibility study and location of utilities; and
      5) Implementation Schedule.
   C. Economic analysis of the developed including proposed investment, phasing, job creation, etc. if applicable/required.
   D. A general outline of the organizational structure for the enforcement and administration of protective covenants if applicable.

   ☑ *Attached* ☐ *Does Not Apply, Please state reason:*_____

*All information listed above is attached to this application and I understand that incomplete submittals may delay the processing of the application.*

Applicant Signature

Date 01/24/2018

# NOTICE OF PUBLIC HEARING
# BEFORE THE CITY OF ONALASKA
# PLAN COMMISSION

Please take notice that the City Plan Commission for the City of Onalaska will hold a public hearing on

## TUESDAY, FEBRUARY 27, 2018
## APPROX. 7:10 P.M.
## (or immediately following public hearing at 7:00 PM)

in Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin 54650 at which time they will consider an General Development Plan application filed by Jeffrey S. Moorhouse, 212 4th Avenue North, Onalaska, WI 54650 who is requesting a Downtown Planned Unit Development (D-PUD) on behalf of Onalaska United Methodist Church to construct a three-phase expansion project for the properties located at 212 & 222 4th Avenue North, 412 & 418 Locust Street, 213 5th Avenue North, and 415 King Street, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number: **18-228-0**
Section 05, Township 16, Range 07
ORIGINAL TOWN OF ONALASKA LOT 1 BLOCK 30

Computer Number: **18-229 -0**
Section 05, Township 16, Range 07
ORIGINAL TOWN OF ONALASKA LOTS 2, 3, 4, 5 & 6 BLOCK 30

Computer Number: **18-231 -0**
Section 05, Township 16, Range 07
ORIGINAL TOWN OF ONALASKA LOTS 7, 8 & 9 BLOCK 30

Computer Number: **18-232 -0**
Section 05, Township 16, Range 07
ORIGINAL TOWN OF ONALASKA LOT 10 BLOCK 30

Computer Number: **18-233 -0**
Section 05, Township 16, Range 07
ORIGINAL TOWN OF ONALASKA LOTS 11 & 12 EX E 60FT BLOCK 30

Computer Number: **18-234 -0**
Section 05, Township 16, Range 07
ORIGINAL TOWN OF ONALASKA 60FT LOTS 11 & 12 BLOCK 30

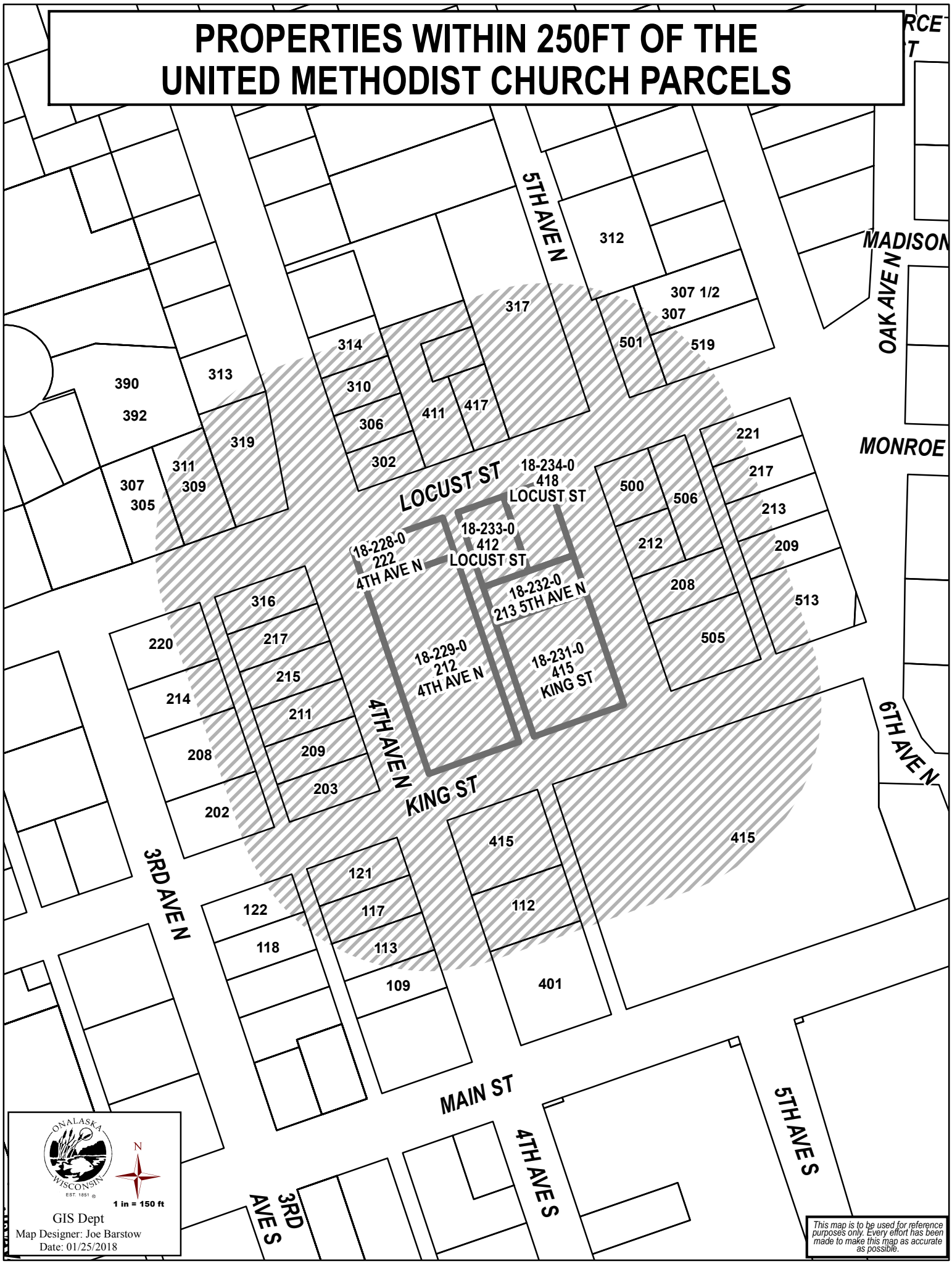
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney concerning this matter.

More detailed information on this item will be posted to the City of Onalaska website www.cityofonalaska.com the Friday before the scheduled meeting under Agendas & Minutes/Plan Commission. This posting will contain the Plan Commission Agenda and all attachments referencing this item.

Dated this 2nd day of February, 2018.

Cari Burmaster
City Clerk

# PROPERTIES WITHIN 250FT OF THE UNITED METHODIST CHURCH PARCELS



# CITY OF ONALASKA

# STAFF REPORT

Plan Commission Sub-Committee – February 13, 2018

Agenda Item:

# 6

| | |
|---|---|
| Agenda Item: | Consideration of a request to extend the Final Plat submittal requirement for one-year for the French Valley Development. |
| Applicant: | Dr. Leo Bronston, on behalf of French Valley LLC, 1202 County Road PH, Suite 100, Onalaska |
| Property Owner: | French Valley LLC, 1202 County Road PH, Suite 100, Onalaska |
| Parcel Number: | 18-4482-1, 18-4481-0, 18-4480-0 and 18-4485-0 |
| Site Location: | North of French Road |
| Existing Zoning: | Planned Unit Development |
| Neighborhood Characteristics: | Residential |
| Conformance with Comprehensive Land Use Plan: | The Comprehensive Plan's Future Land Use Plan designate this area as *Conservation / Cluster Residential*. The proposed development is consistent with the intent of this land use category. |
| Background: | A general timeline on approvals of this development is as follows: |

January 8, 2008 – Development Agreement was approved by the Common Council.
March 11, 2008 – Final Implementation Plan for PUD & Preliminary Plat was approved by the Common Council. (By a relatively recent amendment to the City's Zoning Ordinance, final plats were given 36-months to be submitted; this deadline would have been March 2011.)
September 9, 2008 – Common Council granted a 1-year extension for filing of the Final Plat.
July 14, 2009 – Common Council granted a 1-year extension for filing of the Final Plat.
November 9, 2010 – Common Council granted a 1-year extension for filing of the Final Plat.
January 10, 2012 – Common Council granted a 1-year extension for filing of the Final Plat.
February 12, 2013 – Common Council granted a 1-year extension for filing of the Final Plat.
February 11, 2014 – Common Council granted a 1-year extension for filing of the Final Plat.
March 10, 2015 – Common Council granted a 1-year extension for filing of the Final Plat.
February 9, 2016 – Common Council granted a 1-year extension for filing of the Final Plat.
February 14, 2017 – Common Council granted a 1-year extension for filing of the Final Plat.

Relevant sections from the Unified Development Ordinance:
**Sec. 13-9-20 (b)(3) Final Plat Review and Approval – Plan Commission Review.**
*If the Final Plat is not submitted within thirty-six (36) months of the last required approval of the Preliminary Plat, the Plan Commission may refuse to approve the Final Plat. The City Plan Commission may consider requests to extend the thirty-six (36) month requirement, as set forth in 13-9-20(a)(1) above.*

**Sec. 13-9-20 (a)(1) Final Plat Review and Approval – Filing Requirements.**
*The owner or subdivider shall file thirty (30) copies of the Final Plat not later than thirty-six (36) months after the date of approval of the Preliminary Plat; otherwise, the Preliminary Plat and Final Plat will be considered void unless an extension is requested in writing by the subdivider and for good cause granted by the City.*

Recommendation: Approval of a one-year extension (to February 12, 2019) allowing the French Valley Neighborhood Final Plat be submitted later than the 36-months filing requirement after the approval of the Preliminary Plat with below conditions of approval.

Recommended Conditions of Approval:

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

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

**French Valley, LLC**

1202 County Road PH| Ste 100 | Onalaska, WI 54650

608.781.2225 | drbronston@bronstonchiro.com

December 22, 2017

Planning and Zoning Department
City of Onalaska
415 Main Street
Onalaska, WI 54650

Re: French Valley Neighborhood
Final Plat Extension Request

Dear Planning and Zoning Department,

On behalf of French Valley, LLC, we are formally requesting an additional one year extension to allow for final plat to be submitted later than the 36 month filing requirement following approval of the preliminary plat.

The French Valley neighborhood is a unique project and a great deal of support for implementing the project has been offered. However, due to continued uncertainty of market conditions and high inventory, we feel that it is advantageous to delay construction for the initial development phases. This extension allows partners and lenders the time to better understand the changing market and project housing demands to ensure that our initial development will meet home buyer demands and expectations.

The French Valley neighborhood vision as defined by the Final Implementation Plan offers a variety of housing options and price points that provide us with the flexibility to meet challenging market demands. We do not intend to deviate from the approved vision as we feel it remains valid and will be a wonderful addition to the community.

We appreciate the consideration of our extension request. Please feel free to contact me should any additional information be needed or any questions arise. We look forward to continuing our partnership with the City as we progress toward realization of this unique neighborhood within the City of Onalaska.

Sincerely,

Dr. Leo Bronston
Managing Partner
French Valley, LLC

cc: Katie Aspenson
Jason Stangland
Duane Ring, Jr.
Steven Tanke

# *CITY OF ONALASKA*

# *STAFF REPORT*

Plan Commission Sub-Committee – February 13, 2018

Agenda Item:

# 7

Agenda Item: Review and consideration of a request by Pete Quackenboss of Home Depot to host an extended tent sale event in 2018 at 2927 Market Place, Onalaska, WI Tax Parcel #18-3635-4.

Background:
The City of Onalaska allows outdoor sales and displays as a permitted accessory use in non-residential zoning districts, subject to the following (Section 13-6-14):

1. Applicant shall obtain a Temporary Tent Permit for Outdoor Sales and/or Events if greater than one hundred and twenty (120) square feet from the Department of Inspection prior to installation and must abide by Wisconsin State Statutes concerning Temporary Structures as stated in the International Building Code.
2. Location(s) of temporary tents must be shown on a site plan for the property and are not allowed in City rights-of-way. Temporary tents shall not impede handicap parking stalls and shall be located a minimum of ten (10) feet from a principal structure.
3. Temporary tents are limited to thirty (30) days per calendar year unless otherwise approved by the Plan Commission. **Temporary tent(s) may be installed for a maximum of one hundred and eighty (180) days annually, however, tent sale events that last longer than thirty (30) days require Plan Commission approval.**
4. Temporary tents may not house portable toilets.

City staff received a request from Home Depot on February 6, 2018 to allow the operation of their seasonal garden center that lasts from April 10, 2018 through August 10, 2018. Home Depot will file an "Application for Temporary Outdoor Sales Tent Permit" with the City of Onalaska and intend to set up one (1) temporary tent structure that will sell plants and is 24' by 41' (984 SF).

Recommended Action:
Approve the request by Home Depot to allow an extended tent sale event in 2018 at 2927 Market Place, Onalaska, WI, conditioned upon obtaining a tent permit from the Onalaska Inspection Department.

**Aspenson, Katie**

**To:** 4905, Asm
**Subject:** RE: Onalaska, WI - Gardent Center Tent Event for 2018

Hello Katie,

1) The dates will be pushed back a bit from last year, but for the same amount of time, 4/10/18 to 8/10/18.
2) The plot will be the same as last year, with the same number of parking spaces used.
3) The tent will be the same size as previous years, it will not have electricity, it will have fire extinguishers at both ends.

I have requested a check from our corporate office to mail in with the application.

Thank You,

**Pete Quackenboss**
Merchandising Assistant Manager
District 195 | Store 4905|
THE HOME DEPOT
Store: 608-392-1400 ext 102
asm_4905@homedepot.com