

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Plan Commission Sub-Committee
DATE OF MEETING: July 10, 2018 (Tuesday)
PLACE OF MEETING: City Hall-415 Main Street
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 Conditional Use Permit request filed by Nicholas Roush, Roush Rentals, 707 La Crosse Street, Office 102, La Crosse, WI 54601 on behalf of Elmwood Partners, 1859 Sand Lake Road, Onalaska, WI 54650 to allow multiple principal structures on a parcel located at 9522 / 9530 East 16 Frontage Road, Onalaska, WI 54650 (Tax Parcel # 18-3613-3).
5. Review and Consideration of an amendment to the WAL-MART Planned Commercial Industrial District (PCID) at 3107 Market Place, submitted by Gina Kelly, SGA Design Group, 1437 South Boulder Avenue, Suite 550, Tulsa, Oklahoma, 74119-3609, on behalf of Wal-Mart Real Estate Business Trust, 702 SW 8th Street, Bentonville, AR 72712 (Tax Parcel# 18-3635-8).
6. Review and Consideration of a Conditional Use Permit request filed by Mike Volden of IDEA MAIN, LLC, d/b/a The Creative Child, 810 Oak Timber Drive, Onalaska, WI 54650 on behalf of Mark Etrheim of Oak Forest Partners Two LLC, 1821 Acorn Court, Onalaska, WI 54650 to allow the operation of a child care center at 1052 Oak Forest Drive, Suite 100, Onalaska, WI 54650 (Tax Parcel # 18-3087-1).

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

*Ald. Jim Binash – Chair

Ald. Jim Olson

Ald. Jerry Every

Ald. Diane Wulf

Ald. Ron Gjertsen

Ald. Kim Smith

* Jarrod Holter, City Engineer

City Attorney City Administrator

La Crosse Tribune Dept. Heads.

Coulee Courier FOX

WKTY WLXR WKBT WXOW WLAX

*Committee Members

*Knutte Temte

* *Kevin Schubert

Nick Roush/Paul Gleason

Gina Kelly

Mike Volden/Mark Etrheim

Terry Weiland

Plan Commission Members

Onalaska Omni Center

Onalaska Public Library

* * Alternate Member – for City Engineer

Date Notices Mailed and Posted: 7-2-18

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.

7. Review and Consideration of a request to modify the boundaries of the “Downtown Overlay Districts” to convert a property from “Downtown Residential Neighborhood” to “Downtown – Planned Unit Development” to allow for a mixed-use development (bar & apartment combination) and the associated conceptual site plan, submitted by Terry Weiland, 600 L Hauser Road, Onalaska, WI 54650 on behalf of Paula Bentzen, 215 Elm Street, Onalaska, WI 54650 for the property located at 215 Elm Street, Onalaska, WI 54650 (Tax Parcel# 18-69-0).
8. Adjournment.



CITY OF ONALASKA

Agenda Item:

4

STAFF REPORT

Plan Commission Sub-Committee – July 10, 2018

- Agenda Item:** Review and consideration of a request for a Conditional Use Permit to allow for two (2) principal structures on a single parcel as part of a multi-family development project.
- Applicant:** Nicholas Roush, Roush Rentals, 707 La Crosse Street, Office 102, La Crosse, WI 54601
- Property Owner:** Elmwood Partners, 1859 Sand Lake Road, Onalaska, WI 54650
- Parcel Number:** 18-3613-3
- Site Location:** 9522 / 9530 East 16 Frontage Road, Onalaska, WI 54650
- Existing Zoning:** Single Family Residential (R-1) District
**(In process of being rezoned to Multi-Family (R-4) Zoning District.

Background:

This Conditional Use Permit (CUP) request pertains to allowing the construction of two principal structures on a single parcel, creating a multi-family residential complex. The apartments are proposed to be 2-stories in height with a walk-out lower floor to take advantage of unique site characteristics. One building is to contain 30 units and the second building 34 units. The site will contain 46 garages and 82 surface parking stalls, meeting the requirement for two (2) parking stalls per dwelling unit. The amendment of a Conditional Use is permitted only by approval of the Plan Commission 13-1-14 (b) and pursuant to standards set forth in Section 13-8-11. The City has no basis for denial of the Conditional Use Permit, but has found a basis to impose the following conditions:

Substantial Evidence Regarding Conditions of Approval:

1. The Conditional Use Permit is contingent upon approval of the rezoning of Tax Parcel # 18-3613-3 from Single Family Residential (R-1) District to Multi-Family Residential (R-4) District where the proposed use (multi-family dwelling) is permitted.

Substantial Evidence: This condition requires appropriate zoning (multi-family use) in order for the Conditional Use (multiple structures on a parcel) to be allowed. If the rezoning is not approved, the Conditional Use Permit will be null and void.

2. 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.

CITY OF ONALASKA

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

4. Owner/developer shall abide by the City's Ordinances, Unified Development Code and Building Code requirements, as amended.

Substantial Evidence: This condition assures that the owner/developer understands they must follow the City's Unified Development Code and Building Code which they are required to follow in every way and that as they are receiving the benefit of being allowed to have a use that is not within the standards of the City's zoning code, failure to follow City ordinances may result in loss of their conditional use permit.

5. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued use.

Substantial Evidence: This shifts the burden to the owner of the property to provide proof that the use is active and continuing. Ensuring that existing permits are still valid and being properly used ensures compliance with the City's procedures and ordinances and promotes interaction and communication with the City which further orderly development and the health, safety and welfare of the City.

Action Requested:

As a public hearing will be held at the Plan Commission meeting, testimony based on substantial evidence from the public should be listened to and considered before deciding on the requested Conditional Use Permit application. Only where no reasonable conditions could exist to allow the Conditional Use, may a Conditional Use Permit be denied.

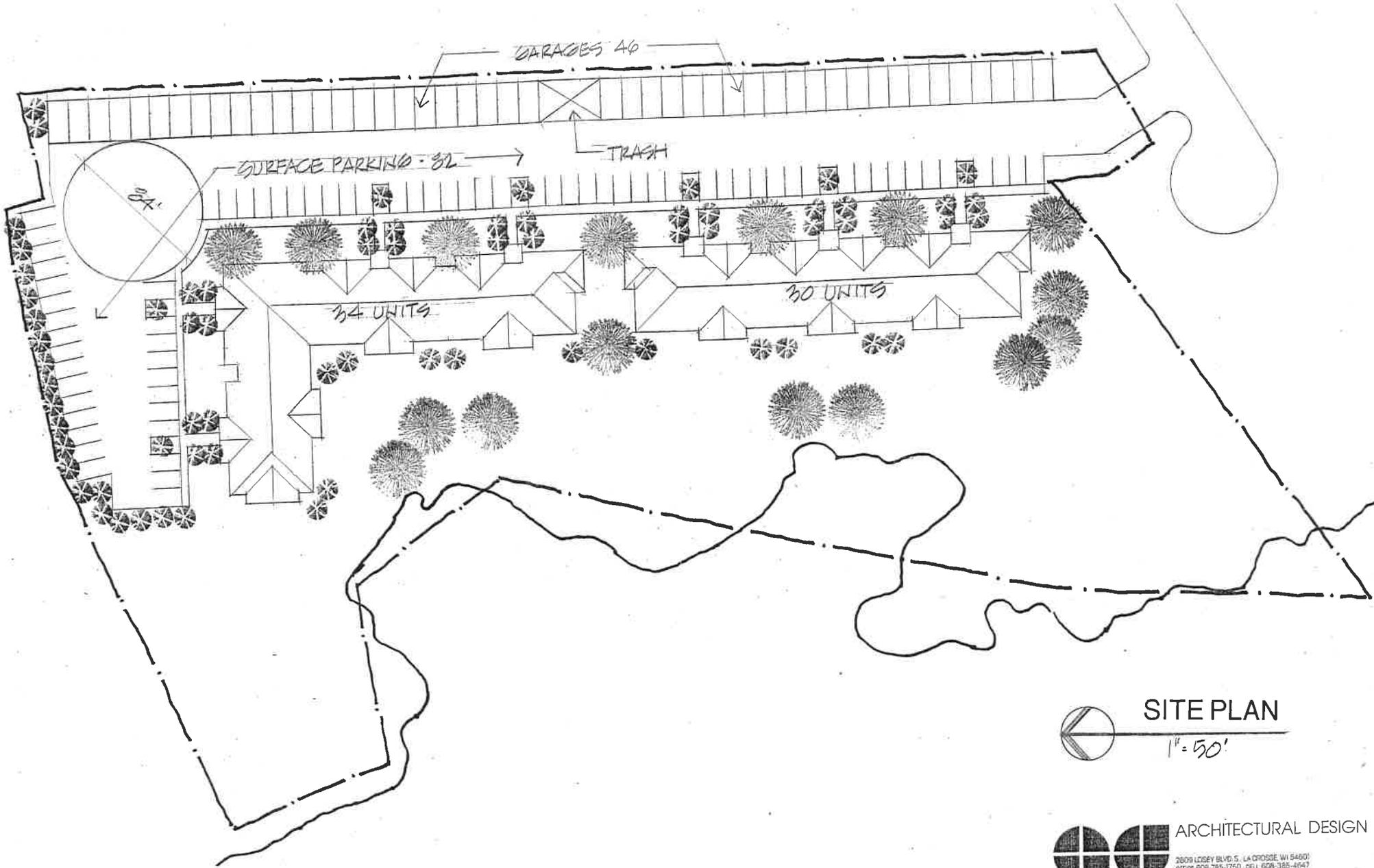
REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

July 10, 2018

Agenda Item 4:

Review and Consideration of a Conditional Use Permit request filed by Nicholas Roush, Roush Rentals, 707 La Crosse Street, Office 102, La Crosse, WI 54601 on behalf of Elmwood Partners, 1859 Sand Lake Road, Onalaska, WI 54650 to allow multiple principal structures on a parcel located at 9522 / 9530 East 16 Frontage Road, Onalaska, WI 54650 (Tax Parcel # 18-3613-3).

1. The Conditional Use Permit is contingent upon approval of the rezoning of Tax Parcel # 18-3613-3 from Single Family Residential (R-1) District to Multi-Family Residential (R-4) District where the proposed use (multi-family dwelling) is permitted.
2. 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.
3. 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.
4. Owner/developer shall abide by the City's Ordinances, Unified Development Code and Building Code requirements, as amended.
5. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued use.




SITE PLAN
 1" = 50'


ARCHITECTURAL DESIGN
 2809 LODGE BLVD. S. LA CROSSE WI 54601
 OFFICE 608-785-1750 CELL 608-385-4047
 wdmartinez@aol.com FAX 608-785-1751



June 22nd, 2018

Dear Onalaska City Planning Commission and City Staff,

Please see our attached Conditional Use Permit Application for 9522 East 16 Frontage Rd. We are developing a new multifamily housing complex on this site and our reason for the Conditional Use Permit is there will be more than one building on the Lot.

Below are the answers to the four questions in the application;

- **Compatibility with the Surrounding Neighborhood:** Our project having more than one building will be compatible with the sites within the 500 ft area of our project, as all of the neighboring sites have multiple buildings, mostly commercial. Additionally, our development will be complementary to those businesses by providing both customers and employee housing opportunities within walking distance.
- **Consistency with the Comprehensive Plan:** Having more than one building on our site is consistent with the Comprehensive Plan by breaking up the site, to create more architectural interest and take advantage of the beautiful landscape of the site as it overlooks the creek and Country Club. Overall, our project is consistent with the Comprehensive Plan by creating a "mixed use" neighborhood in the 500 ft area. Our project will add to the diverse housing options and complement all of the commercial uses, creating a "mixed use environment".
- **Importance of Services to the Community:** Having more than one building on the site adds to the pleasing nature of the architecture. Additionally, and I think more importantly, the most important service to the community will be the creation of a beautiful new multifamily housing asset for the community. Providing well-built and well-managed housing opportunities for everyone.
- **Neighborhood Protections:** Having more than one building on the site has only a positive impact on the neighborhood. And our overall project provides a definite benefit for all of the aforementioned reasons.

I thank you so much for your consideration and look forward to creating a wonderful new housing asset and opportunity in the City of Onalaska.

Most Sincerely,

Nick Roush

President
Roush Rentals
707 La Crosse St. Ste 102
La Crosse, WI 54601



CONDITIONAL USE PERMIT APPLICATION

The following checklist will ensure the timely processing of your permit:

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

- ▶ Detailed Description of Proposed Conditional Use
- ▶ Description of how Proposed Conditional Use Meets Unified Development Ordinance Standards (use form on next page or attach an explanation each of the following:):
 - ▶ Compatibility with Surrounding Neighborhood (existing and anticipated development within 250 ft of proposed use and within 500 ft along the same street)
 - ▶ Consistency with the Comprehensive Plan (relationship of proposed use to the goals, objectives and polices)
 - ▶ Importance of Services to the Community (provided by the proposed use)
 - ▶ Neighborhood Protections (avoidance of negative impacts)
 - ▶ Other Factors (pertinent to the proposed use)

➔ **Site Sketch and Photographs** (if applicable)

➔ **\$250 Permit Application Fee** (Payable to the City of Onalaska)

If incomplete, no further processing of the application will occur until the deficiencies are corrected.

A Conditional Use is a land use or development that would not generally be appropriate within a district but might be allowed in certain locations within the district if specific requirements are met. The compatibility must be judged on the basis of the particular circumstances and may require additional conditions set by the Plan Commission & Common Council before development or occupancy is permitted. The intent is to allow a reasonable degree of discretion in determining the suitability of a particular development at a specific location.

Application for:

- | | | |
|--|---|---|
| <input type="checkbox"/> Fence | <input type="checkbox"/> Two Structures on one parcel | <input type="checkbox"/> Parking Lot |
| <input type="checkbox"/> Home Occupation | <input type="checkbox"/> Automotive Repair / Sales | <input type="checkbox"/> Use _____ |
| <input type="checkbox"/> Bed & Breakfast | <input type="checkbox"/> Warehousing / Storage | <input checked="" type="checkbox"/> Other <u>Multiple Bldgs on R-4 zoning</u> |

Brief Description of Proposed Conditional Use:

See Attached

Proposed conditional use must meet the requirements of the Unified Development Ordinance. Per Wisconsin's Open Meeting Law, comments on this permit application, either by the applicant or concerned citizen, shall be raised in person at the scheduled meeting or brought up to City Staff (through conversation, written letter or email) for review at the scheduled meeting. Due to Wisconsin's Open Meeting Law, Plan Commissioners and Councilors are unable to discuss this matter outside of a scheduled public meeting. Thank you.

250.00
250.00

TENDERED
APPLIED

PAID BY: DHC HOLDINGS LLC
OK 250.00 REF: SW - 5439

ROUGH RENTALS / 18-3613-3 250.00

CITY OF ONALASKA
REC'D: R00117325 06/26/2018
TRM: 450 PLANNING & ZONING
OPERT: 02 TERM: 2
TRM: CASH 02
3:59 PM



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

CONDITIONAL USE PERMIT APPLICATION

Property Address:
9522 E. 16 Frontage Rd.

Parcel Number:
18-3613-3

Zoning District:
R-1

Applicant: Roush Rentals

Contact: Nick Roush

Mailing Address: 707 LaCrosse St. #102

City, State, Zip: LaCrosse, WI 54601

Phone Number: 608-498-3333

Email: nick@roushrentals.com Primary Contact

Business: Roush Rentals

Owner/Contact: Nick Roush

Mailing Address: 707 LaCrosse St. #102

City, State, Zip: LaCrosse, WI 54601

Phone Number: 608-498-3333

Email: nick@roushrentals.com Primary Contact

Property Owner: Elmwood Partners Limited Pts

Contact: Paul Gleason

Mailing Address: 1859 Sand Lake Rd.

City, State, Zip: Onalaska WI 54650

Phone Number: 608 781 4777

Email: paul.gleason@elmwoodpartners.com Primary Contact

The undersigned hereby makes application at 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: 	Date: 6/26/18
Signature of Property Owner: 	Date: 6/26/18

Compatibility with Surrounding Neighborhood:
See Attached

Consistency with the Comprehensive Plan:
See Attached

Importance of Services to the Community:
See Attached

Neighborhood Protections (avoidance of negative externalities):
See Attached

Other Factors (pertinent to the proposed use):
N/A

OFFICE USE ONLY:	Date Submitted:	Permit Number:
Permit Fee:	<input type="checkbox"/> Cash <input type="checkbox"/> Check #	Application Received by:

**NOTICE OF PUBLIC HEARING
BEFORE THE CITY OF ONALASKA**

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

**TUESDAY, JULY 24, 2018
APPROX. 7:00 P.M.
(or immediately following public input)**

in Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin 54650 at which time they will consider an application submitted by Nick Roush of Roush Rentals, 707 La Crosse Street #102, La Crosse, WI 54601 on behalf of Paul Gleason of Elmwood Partners Limited, 1859 Sand Lake Road, Onalaska, WI 54650 who is requesting a Conditional Use Permit for the purpose of constructing a multi-family housing development with two (2) principal structures on the property located at 9522 / 9530 East 16 Frontage Road, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number: **18-3613-3**

Section 11, Township 16, Range 07

CERTIFIED SURVEY MAP NO. 91 VOL 15 DOC NO. 1598907 THAT
PRT LOT 1 IN CITY OF ONALASKA

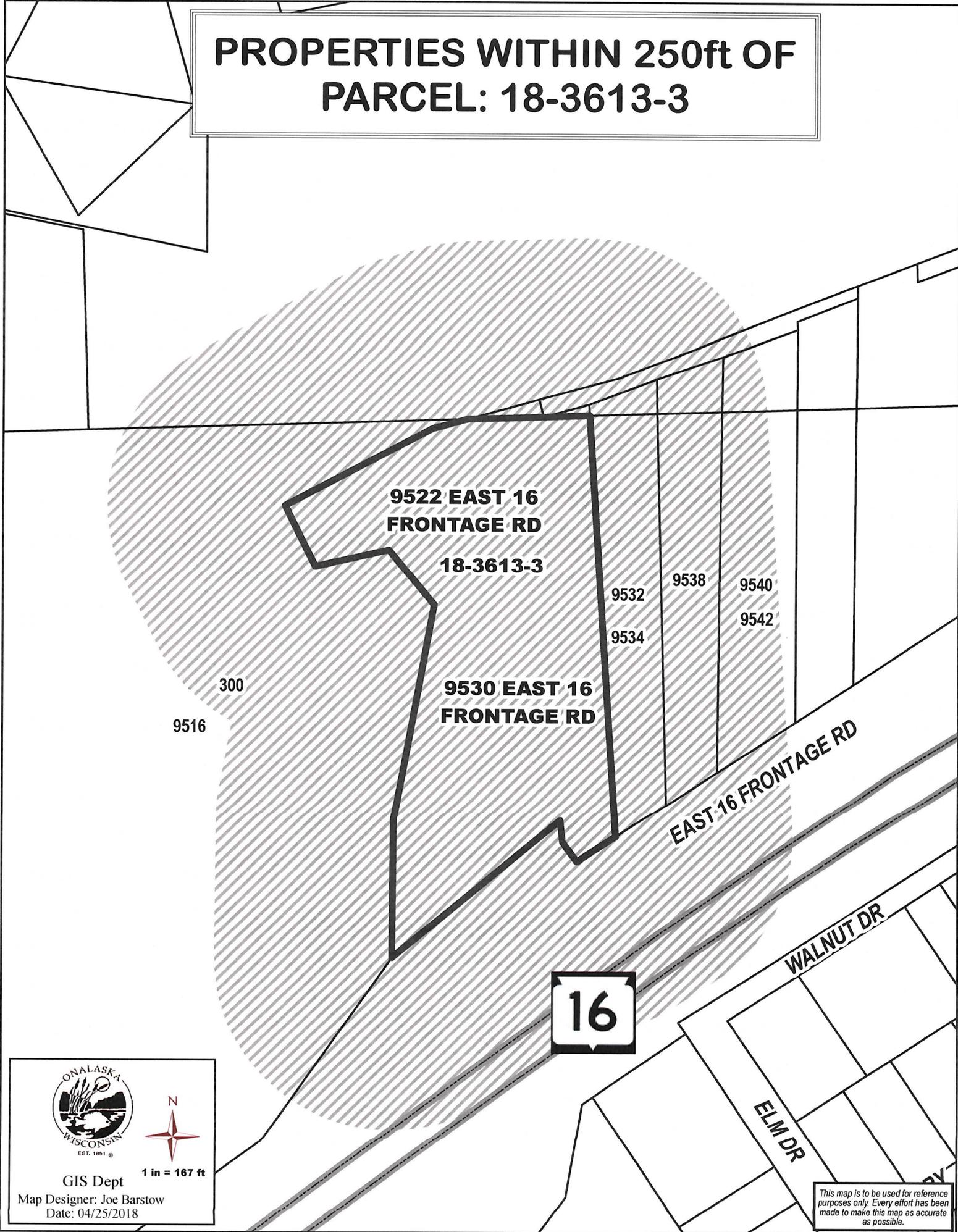
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested their agent or attorney concerning this matter.

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 6th day of July, 2018.

Cari Burmaster
City Clerk

PROPERTIES WITHIN 250ft OF PARCEL: 18-3613-3



1 in = 167 ft

GIS Dept

Map Designer: Joe Barstow
Date: 04/25/2018

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

Agenda Item:

5

STAFF REPORT

Plan Commission Sub-Committee – July 10, 2018

Agenda Item: Request to amend the Wal-Mart Planned Commercial Industrial District (PCID) Development.

Applicant: Gina Kelly, SGA Design Group, 1437 S. Boulder Avenue, Suite 550, Tulsa OK 74119

Property Owner: Wal-Mart R.E. Business Trust,
702 SW 8th Street, Bentonville, AR 72712

Parcel Number: 18-3635-8

Site Location: Wal-Mart, 3107 Market Place, Onalaska, WI 54650

Existing Zoning: Light Industrial (M-1) District with Planned Commercial Industrial District (PCID) Overlay

Background:

The applicant is requesting to amend the Planned Commercial Industrial District (PCID) development to allow for additional exterior wall signage and install a canopy structure with parking stalls to facilitate “On-Line Grocery Pick-Up Service”. The canopy will be 9’6” in height, 20’ wide, and 72’6” in length over ten (10) re-stripped parking stalls with new dimensions of 12’x20’ to allow safe pedestrian travel for Wal-Mart employees to and from vehicles.

Also as part of this project, Wal-Mart is requesting to install two (2) additional wall signs to the front façade of the building, the “spark” logo and the word “Pickup”. The additional wall signage square footage is 65.43 SF, which would increase the total square footage of the front wall to 519.47 SF. This proposed signage exceeds the maximum 500 SF of wall signage per wall façade, however; as a PCID Overlay exists – they are allowed to exceed the 500 SF if approved by the Plan Commission and Common Council. The expected construction start date is June 13, 2019 for this project.

Attachments:

- Letter of Intent from Applicant;
- Wall Signage Summary (existing and proposed);
- Proposed elevations (canopy & signage); and
- PCID Application.

Action Requested: As a public hearing will be held at the following Plan Commission meeting, testimony from the public should be listened to and considered before deciding on the requested PCID amendment application.

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

July 10, 2018

Agenda Item 5:

Review and Consideration of an amendment to the WAL-MART Planned Commercial Industrial District (PCID) at 3107 Market Place, submitted by Gina Kelly, SGA Design Group, 1437 South Boulder Avenue, Suite 550, Tulsa, Oklahoma, 74119-3609, on behalf of Wal-Mart R.E. Business Trust, 702 SW 8th Street, Bentonville, AR 72712 (Tax Parcel# 18-3635-8).

1. PCID Amendment Fee of \$700.00 (*PAID*).
2. Abide by all conditions of original PCID Plan approved in March 1997, PCID Amendments approved in June 1999, April 2001, March 2003, October 2014, April 2016, and Site Plan approved in April 2003.
3. 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.
4. 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.
5. 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.



SGA Design Group

June 25, 2018

LETTER OF INTENT

RE: Walmart # 1679 - On Line Grocery Pick Up Service
3107 Market Place
Onalaska, WI 54650

The existing Walmart Supercenter currently offers groceries, general merchandise, pharmacy and optical. The proposed On Line Grocery Service scope of work includes the installation of a canopy, re-stripping of existing parking in an alternate color for the designated On Line Grocery Pick Up parking, wall signage, directional signage and parking stall signage and a minor interior remodel.

We are proposing to widen existing Ten (10) parking stalls to 12'x20' for the designated On Line Grocery Pick Up with a six (6) stall canopy structure and as a result, four (4) parking spaces will be eliminated. The additional width is necessary for the OGP Employee to safely navigate around the vehicles.

We are seeking to amend the PCID by adding an illuminated Wall Sign (Pickup w/ Spark) and a canopy structure. The Wall sign will be 65.43 sf added to the existing 454.05 sf of signage on the front façade.

Currently our expected construction start date will be 06/13/2019.

Please feel free to contact me if you have any questions or concerns.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Gina Kelly".

Gina Kelly

EXISTING SIGNAGE SCHEDULE

SIGNAGE LOCATION	QTY	LIGHTED	COLOR	SIZE	INDIVIDUAL AREA	TOTAL AREA		
FRONT SIGNAGE								
Walmart	1	LED	WHITE	5'-6"	298.00	SF	298.00	SF
Spark	1	LED	YELLOW	8'-0"				
Grocery	1	N/A	WHITE	2'-0"	25.63	SF	25.63	SF
Home & Pharmacy	1	N/A	WHITE	2'-0"	46.44	SF	46.44	SF
Outdoor Living	1	N/A	WHITE	2'-0"	49.47	SF	49.47	SF
Auto Center>	1	N/A	WHITE	2'-0"	34.50	SF	34.50	SF
TOTAL FRONT SIGNAGE							454.04	SF

RIGHT ELEVATION SIGNAGE								
Walmart	1	LED	WHITE	5'-6"	298.00	SF	298.00	SF
Spark	1	LED	YELLOW	8'-0"				
TOTAL RIGHT ELEVATION SIGNAGE								

AUTO CENTER SIGNAGE								
Auto Center	1	N/A	WHITE	2'-0"	31.47	SF	31.47	SF
Lube	3	N/A	WHITE	1'-0"	3.13	SF	9.39	SF
TOTAL AUTO CENTER SIGNAGE							40.86	SF
TOTAL BUILDING SIGNAGE							792.90	SF

NEW SIGNAGE SCHEDULE

SIGNAGE LOCATION	QTY	LIGHTED	COLOR	SIZE	INDIVIDUAL AREA	TOTAL AREA		
NEW SIGNAGE								
Pickup	1	LED	WHITE	2'-6"	65.43	SF	65.43	SF
Spark	1	LED	YELLOW	4'-4 1/4"				
TOTAL FRONT SIGNAGE							519.47	SF

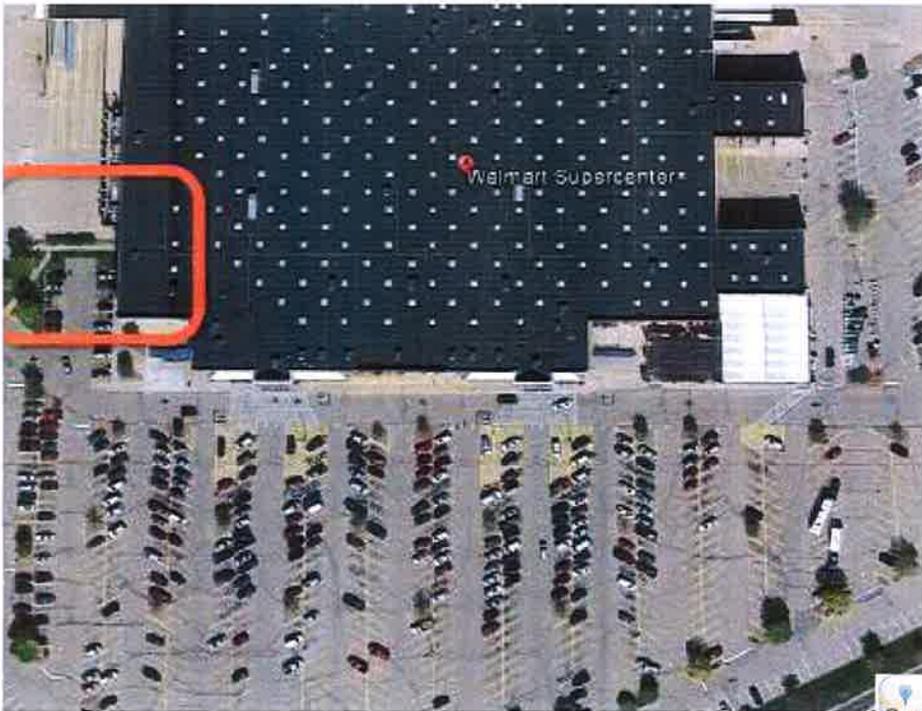


Onalaska, WI #1679

SGA Design Group, P.C. 

Issued: April 16, 2018





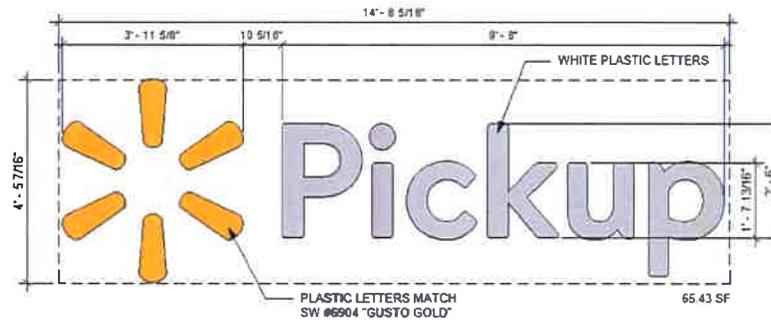
©2018 Google



Ariane Tattershall
04/18/2018



Illustrations may not reflect actual building

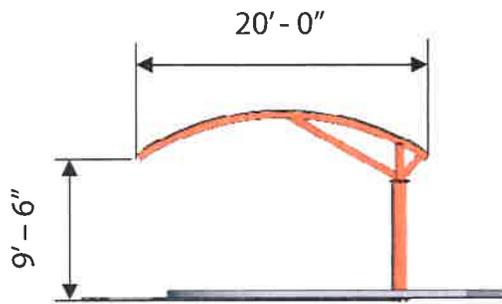


Building Signage

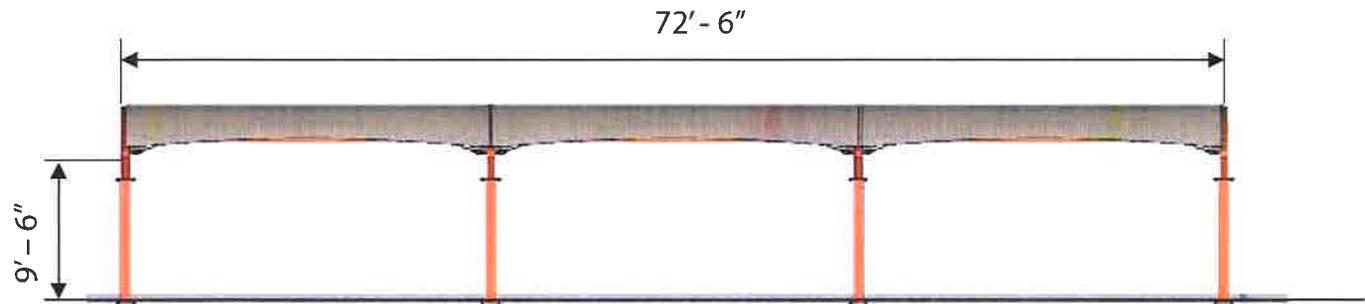
Illuminated, dimensional wall sign –
 Mechanically fastened. Supplied and
 installed by Owner. Electrical provided by
 G.C.



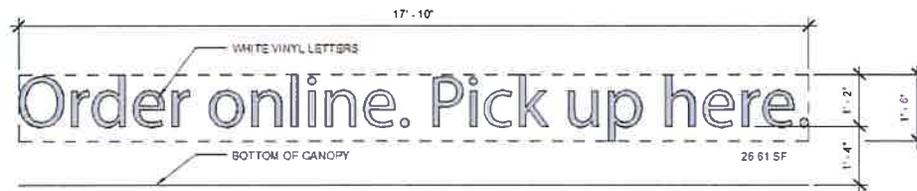
04/18/2018

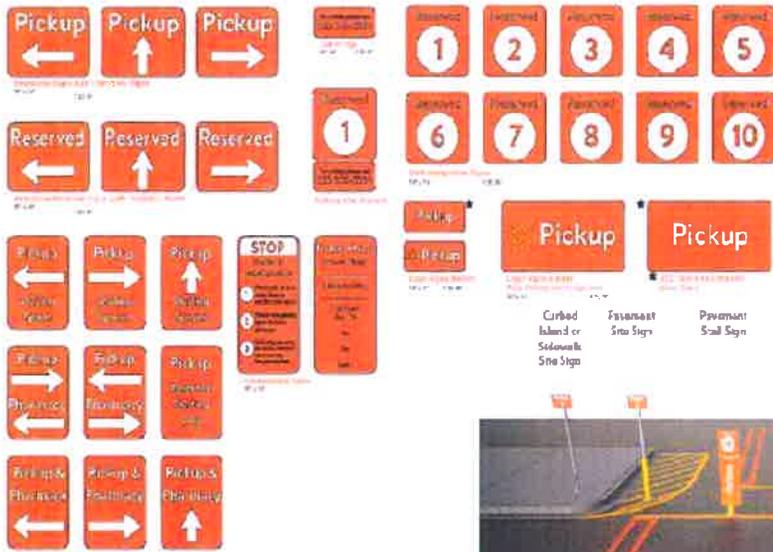


Side Elevation



Front Elevation





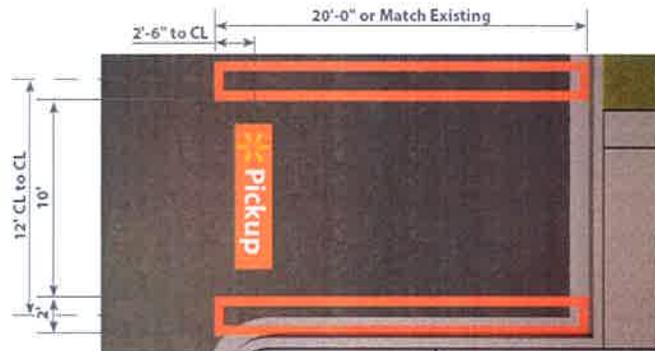
Parking and Directional Signage



- Curbed Island or Sidewalk Sign
- Furniture Sign
- Pavement Sign
- Edge of Pavement Sign
- Curbed Island or Sidewalk Sign
- Wall Mounted Sign



Sign Mounting and Base



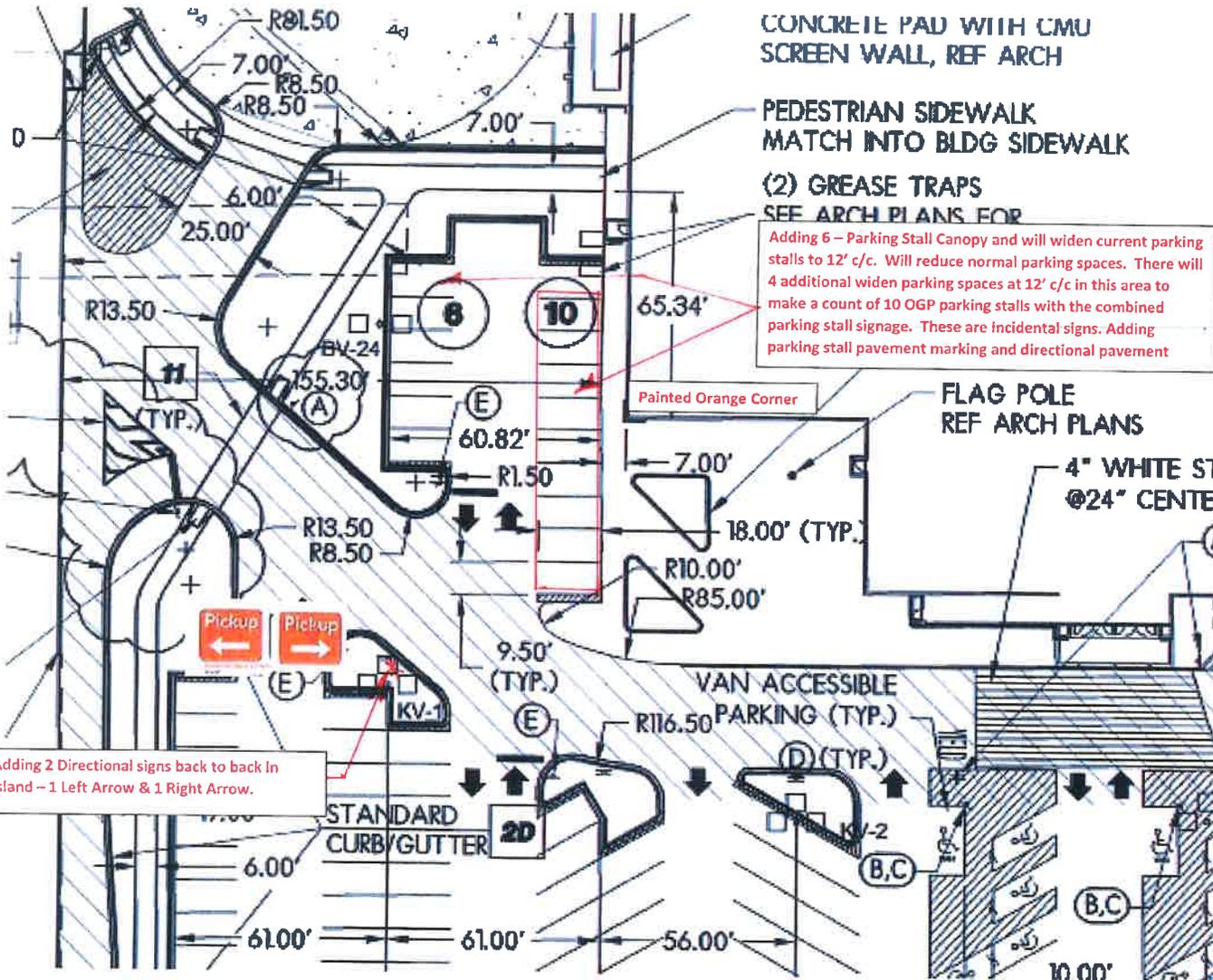
Directional and Parking Stall Signage



Directional Pavement Marking

Ariane V. Tattershall

 04/18/2018



CONCRETE PAD WITH CMU
SCREEN WALL, REF ARCH

PEDESTRIAN SIDEWALK
MATCH INTO BLDG SIDEWALK

(2) GREASE TRAPS
SEE ARCH PLANS FOR

Adding 6 - Parking Stall Canopy and will widen current parking stalls to 12' c/c. Will reduce normal parking spaces. There will 4 additional widen parking spaces at 12' c/c in this area to make a count of 10 OGP parking stalls with the combined parking stall signage. These are incidental signs. Adding parking stall pavement marking and directional pavement

Painted Orange Corner

FLAG POLE
REF ARCH PLANS

4" WHITE ST
@24" CENTE

VAN ACCESSIBLE
PARKING (TYP.)

STANDARD
CURB/GUTTER

Adding 2 Directional signs back to back In
Island - 1 Left Arrow & 1 Right Arrow.





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

PUD / PCID AMENDMENT APPLICATION

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

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

- ▶ Detailed Description of Proposed Amendment
- ▶ Plan Set including: Grading/Draingage, Utilities, Site Layout, Landscaping, etc.

➔ **\$700 Permit Application Fee** (Payable to the City of Onalaska) if a Public Hearing is requested or required*.

If incomplete, no further processing of the application will occur until the deficiencies are corrected.

An amendment to an approved Planned Unit Development (PUD) or Planned Commercial Industrial District (PCID) may be proposed at any time. Amendments shall be initiated by submitting a completed application by owners of the parcels in question. Depending on the degree of the amendment, a public hearing may be required by the Plan Commission.

**Any changes to the PUD/PCID requires Plan Commission and if determined a substantial change, the Plan Commission and Common Council will review the amendment with a public hearing.*

Brief Description of Request to Amend a PUD or PCID.

Exterior changes to include a new illuminated Wall Sign - Pickup w/ Spark and a 6 parking stall Canopy Structure.

Property Address: 3107 Market Place
Parcel Number: 18- 3635-8
Zoning District: MI (PCID)

Applicant: Gina Kelly - SGA Design Group
Mailing Address: 1437 S. Boulder Ave - Suite 550
City, State, Zip: Tulsa, OK 74119
Phone Number: (918) 587-8600
Email: ginak@sgadesigngroup.com <input checked="" type="checkbox"/> Primary Contact

Business: Walmart #1679
Owner/Contact: Wal-Mart R.E. Bus. Trust
Mailing Address: 702 SW 8th Street
City, State, Zip: Bentonville, AR 72712
Phone Number: (918) 587-8600
Email: ginak@sgadesigngroup.com <input type="checkbox"/> Primary Contact

Property Owner:
Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: <input type="checkbox"/> Primary Contact

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:	Date: 6/25/2018
Signature of Property Owner:	Date: 6/14/2018 2:19:19 PM PDT

OFFICE USE ONLY:	Date Submitted:	Permit Number:	
Permit Fee:	<input type="checkbox"/> Cash <input type="checkbox"/> Check #	Application Received by:	

**NOTICE OF PUBLIC HEARING
BEFORE THE CITY OF ONALASKA**

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

**TUESDAY, JULY 24, 2018
APPROX. 7:10 P.M.
(or immediately following public hearing at 7:00 P.M.)**

in Onalaska City Hall, 415 Main Street, Onalaska, WI 54650, at which time they shall consider an application filed by Gina Kelly of SGA Design Group, 1437 South Boulder Avenue, Suite 550, Tulsa OK 74119 on behalf of Wal-Mart Real Estate Business Trust, 702 Southwest 8th Street, Bentonville, AR 72712 who is requesting a Planned Commercial Industrial District (PCID) amendment to accommodate the installation of an illuminated sign and construction of a proposed 6 parking stall canopy structure for the property located at 3107 Market Place, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number: **18-3635-8**

Section 11, Township 16, Range 07

CERTIFIED SURVEY MAP NO. 13 VOL 11 DOC NO. 1359619 LOT 1 INCL
THAT PRT OF VAC MARKET PL IN DOC NO. 1392128 & SUBJ TO UTIL
ESMT IN DOC NO. 1392128

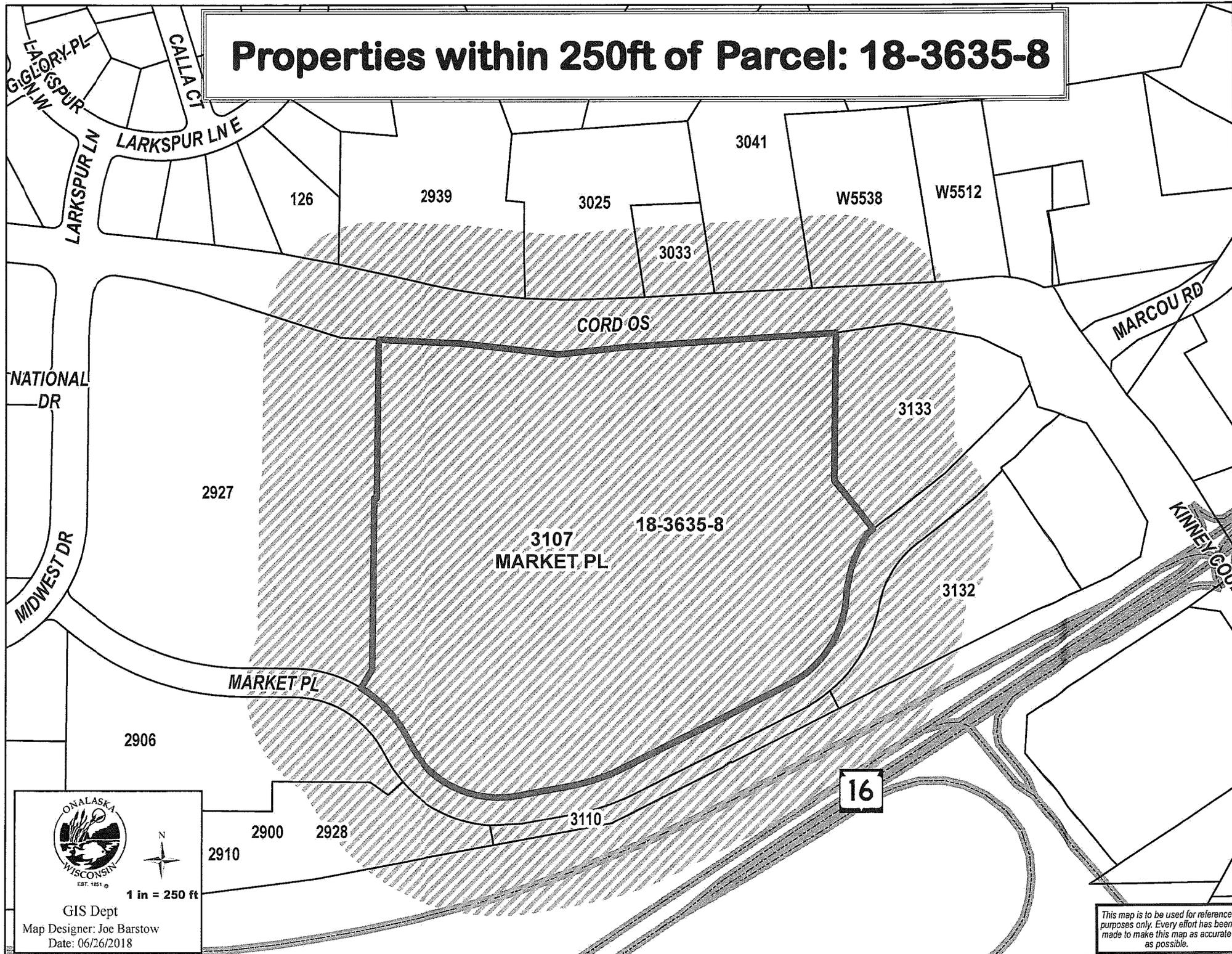
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested their agent or attorney concerning this matter.

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 6th day of July, 2018.

Cari Burmaster
City Clerk

Properties within 250ft of Parcel: 18-3635-8



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


WISCONSIN EST. 1851
N
1 in = 250 ft
GIS Dept
Map Designer: Joe Barstow
Date: 06/26/2018



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – July 10, 2018

Agenda Item:

6

- Agenda Item: Consideration of a Conditional Use Permit request to allow the operation of a child care center.
- Applicant/Owner: Mike Volden, IDEA Main LLC, d/b/a The Creative Child, 810 Oak Timber Drive, Onalaska, WI 54650 on behalf of Mark Etrheim of Oak Forest Partners Two LLC, 1821 Acorn Court, Onalaska, WI 54650
- Parcel Number: 18-3087-1
- Site Location: 1052 Oak Forest Drive, Suite 100, Onalaska, WI 54650
- Existing Zoning: Light Industrial (M-1) District

Background:

Mike Volden of The Creative Child has requested a Conditional Use Permit (CUP) to allow the operation of a child care center in a Light Industrial (M-1) Zoning District. The Creative Child has been in business in the City of Onalaska for 5.5 years and is a licensed child care center serving children from the ages of 6 weeks to 7 years old, Monday through Friday from 6:30AM to 5:30PM. The Creative Child is licensed to care for a total of 59 children (including both the main center (43 children) and infant center (16 children). The new location will allow for consolidation of the two centers into one, allowing 85 children in total, which is expected to occur in fall 2019.

Currently, The Creative Child has 20 employees - a combination of part-time and full-time, which will be increased to 25-26 employees when at full capacity. The maximum shift will have 13 employees at one time. The primary drop-off/pick-up times are daily between 6:30AM-8AM and 3:30PM-5:00PM. The facility will utilize the existing parking lot (60 parking stalls) for the building. The Creative Child will be replacing Children's Treehouse Daycare which had more children (104) and employees (35) at the same facility.

Commercial daycare facilities are permitted only by Conditional Use Permit per Section 13-5-15 (c) and pursuant to standards set forth in Section 13-8-11. The City has no basis for denial of the Conditional Use Permit, but has found a basis to impose the following conditions:

Substantial Evidence Regarding Conditions of Approval:

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.

CITY OF ONALASKA

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

3. Owner/developer shall abide by the City's Ordinances, Unified Development Code and Building Code requirements, as amended.

Substantial Evidence: This condition assures that the owner/developer understands they must follow the City's Unified Development Code and Building Code which they are required to follow in every way and that as they are receiving the benefit of being allowed to have a use that is not within the standards of the City's zoning code, failure to follow City ordinances may result in loss of their conditional use permit.

4. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued use.

Substantial Evidence: This shifts the burden to the owner of the property to provide proof that the use is active and continuing. Ensuring that existing permits are still valid and being properly used ensures compliance with the City's procedures and ordinances and promotes interaction and communication with the City which further orderly development and the health, safety and welfare of the City.

Action Requested:

As a public hearing will be held at the Plan Commission meeting, testimony based on substantial evidence from the public should be listened to and considered before deciding on the requested Conditional Use Permit application. Only where no reasonable conditions could exist to allow the Conditional Use, may a Conditional Use Permit be denied.

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

July 10, 2018

Agenda Item 6:

Review and Consideration of a Conditional Use Permit request filed by Mike Volden, IDEA MAIN, LLC, d/b/a The Creative Child, 810 Oak Timber Drive, Onalaska, WI 54650 on behalf of Mark Etrheim of Oak Forest Partners Two LLC, 1821 Acorn Court, Onalaska, WI 54650 to allow the operation of a child care center at 1052 Oak Forest Drive, Suite 100, Onalaska, WI 54650 (Tax Parcel # 18-3087-1).

1. Owner/developer shall pay all fees and have all plans reviewed and approved by the City prior to obtaining applicable building permits. Owner/developer must have all conditions satisfied and improvements installed per approved plans prior to issuance of occupancy permits.
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.
3. Owner/developer shall abide by the City's Ordinances, Unified Development Code and Building Code requirements, as amended.
4. The Conditional Use Permit shall be reviewed every five (5) years to ensure continued use.



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

CONDITIONAL USE PERMIT APPLICATION

The following checklist will ensure the timely processing of your permit:

- ➔ Overview/ Cover Letter Describing the following:
 - ▶ Detailed Description of Proposed Conditional Use
 - ▶ Description of how Proposed Conditional Use Meets Unified Development Ordinance Standards (use form on next page or attach an explanation each of the following:)
 - ▶ Compatibility with Surrounding Neighborhood (existing and anticipated development within 250 ft of proposed use and within 500 ft along the same street)
 - ▶ Consistency with the Comprehensive Plan (relationship of proposed use to the goals, objectives and polices)
 - ▶ Importance of Services to the Community (provided by the proposed use)
 - ▶ Neighborhood Protections (avoidance of negative impacts)
 - ▶ Other Factors (pertinent to the proposed use)
- ➔ Site Sketch and Photographs (if applicable)
- ➔ \$250 Permit Application Fee (Payable to the City of Onalaska)

If incomplete, no further processing of the application will occur until the deficiencies are corrected.

A Conditional Use is a land use or development that would not generally be appropriate within a district but might be allowed in certain locations within the district if specific requirements are met. The compatibility must be judged on the basis of the particular circumstances and may require additional conditions set by the Plan Commission & Common Council before development or occupancy is permitted. The intent is to allow a reasonable degree of discretion in determining the suitability of a particular development at a specific location.

Application for:

- | | | |
|--|---|---|
| <input type="checkbox"/> Fence | <input type="checkbox"/> Two Structures on one parcel | <input type="checkbox"/> Parking Lot |
| <input type="checkbox"/> Home Occupation | <input type="checkbox"/> Automotive Repair / Sales | <input type="checkbox"/> Use _____ |
| <input type="checkbox"/> Bed & Breakfast | <input type="checkbox"/> Warehousing / Storage | <input checked="" type="checkbox"/> Other <u>CHILDCARE CENTER</u> |

Brief Description of Proposed Conditional Use:

LICENSED GROUP CHILDCARE CENTER

Proposed conditional use must meet the requirements of the Unified Development Ordinance. Per Wisconsin's Open Meeting Law, comments on this permit application, either by the applicant or concerned citizen, shall be raised in person at the scheduled meeting or brought up to City Staff (through conversation, written letter or email) for review at the scheduled meeting. Due to Wisconsin's Open Meeting Law, Plan Commissioners and Councilors are unable to discuss this matter outside of a scheduled public meeting. Thank you.

250.00 TENDERED
 250.00 APPLIED
 OK 250.00 REF:SM-13532
 PAID BY THE CREATIVE CHILD
 THE CREATIVE CHILD / 18-3087-1 250.00
 TRF: 450 PLANNING & ZONING
 REC#: R0017339 06/27/2018 10:09 AM
 CITY OF ONALASKA



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

CONDITIONAL USE PERMIT APPLICATION

Property Address:
1052 OAK FOREST DR #100

Parcel Number:
18-3087-1

Zoning District:
M-1

Applicant: IDEA MAIN LLC dba THE CREATIVE CHILD

Contact: MIKE VOLOEN

Mailing Address: 810 OAK TIMBER DR

City, State, Zip: ONALASKA WI 54650

Phone Number: 608-769-6952

Email: msvolten@gmail.com Primary Contact

Business: IDEA MAIN LLC

Owner/Contact: MIKE VOLOEN

Mailing Address: 810 OAK TIMBER DR

City, State, Zip: ONALASKA WI 54650

Phone Number: 608-769-6952

Email: msvolten@gmail.com Primary Contact

Property Owner: OAK FOREST PARTNERS TWO LLC

Contact: MARK GRENHEIM

Mailing Address: 1821 ACORN CT

City, State, Zip: ONALASKA WI 54650

Phone Number: 608-769-7200

Email: mark@mchlax.com Primary Contact

The undersigned hereby makes application of the location stated herein. They 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: *Mike Volten* Date: 6-26-2018

Signature of Property Owner: *Mark Grenheim* Date: 6-26-18

Compatibility with Surrounding Neighborhood:

Consistency with the Comprehensive Plan:

Importance of Services to the Community:

WITH AN INCREASING NUMBER OF FAMILIES WITH WORKING PARENTS, QUALITY EARLY CHILD CARE PLAYS AN IMPORTANT ROLE IN CHILDREN'S DEVELOPMENT + PROVIDES VALUABLE SUPPORT TO FAMILIES WITH YOUNG CHILDREN. WITH THIS OPPORTUNITY WE WILL BE ABLE TO PROVIDE THIS QUALITY CARE FOR AN ADDITIONAL 20-25 FAMILIES

Neighborhood Protections (avoidance of negative externalities):

Other Factors (pertinent to the proposed use):

OFFICE USE ONLY:	Date Submitted: 6/27/18	Permit Number:
Permit Fee:	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check #	Application Received by: VA

**NOTICE OF PUBLIC HEARING
BEFORE THE CITY OF ONALASKA**

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

**TUESDAY, JULY 24, 2018
APPROX. 7:20 P.M.
(or immediately following public hearing at 7:10 PM)**

in Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin 54650 at which time they will consider an application submitted by Mike Volden of IDEA MAIN LLC, d/b/a The Creative Child, 810 Oak Timber Drive, Onalaska, WI 54650 on behalf of Mark Etrheim of Oak Forest Partners Two LLC, 1821 Acorn Court, Onalaska, WI 54650 for review and consideration of request for a Conditional Use Permit to allow the operation of a child care center at the property located at 1052 Oak Forest Drive, #100, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number: **18-3087-1**

Section 09, Township 16, Range 07

CERTIFIED SURVEY MAP NO. 40 VOL 13 LOT 1 DOC NO. 1462731

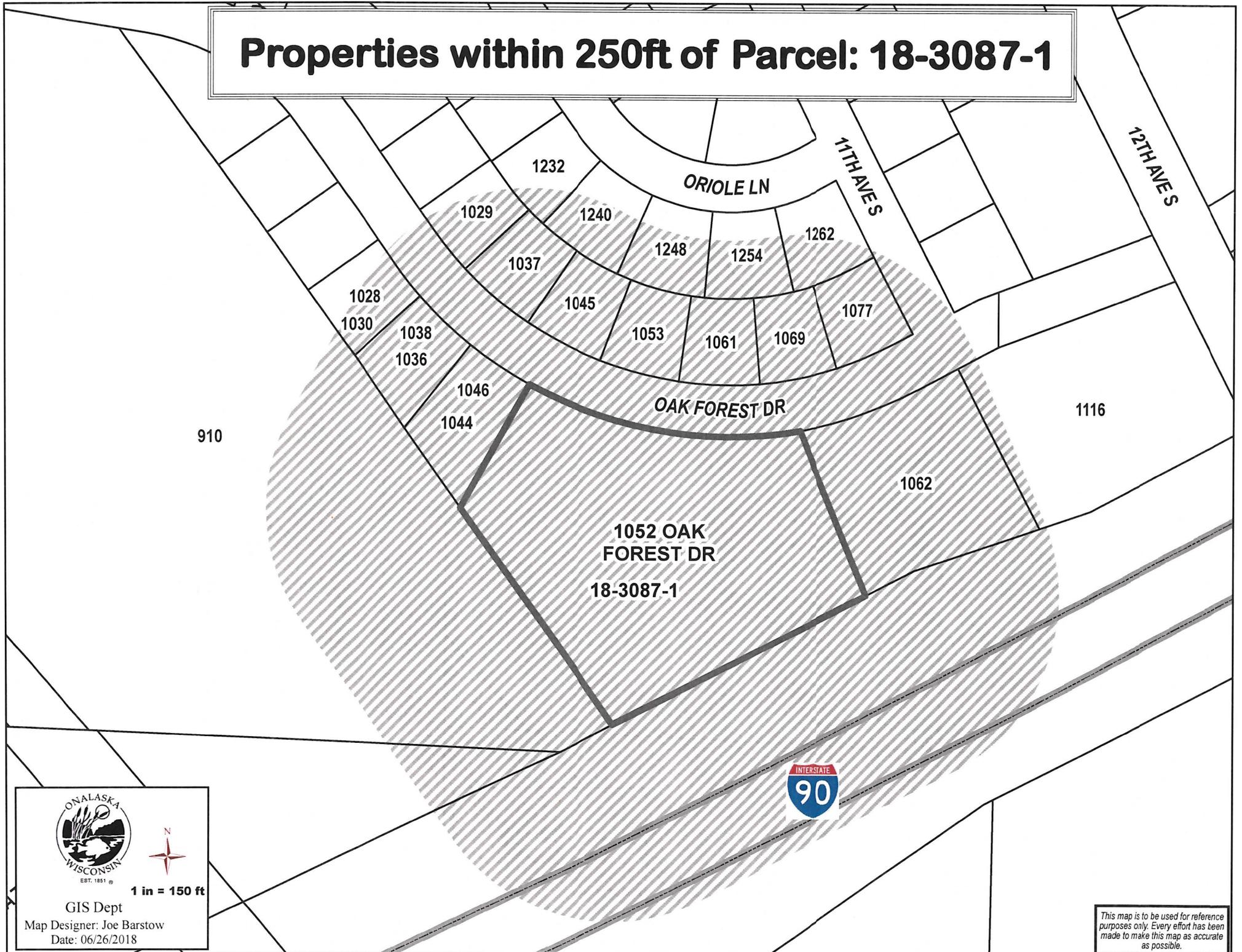
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney concerning this matter.

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 6th day of July, 2018.

Cari Burmaster
City Clerk

Properties within 250ft of Parcel: 18-3087-1



1 in = 150 ft

GIS Dept

Map Designer: Joe Barstow
Date: 06/26/2018



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

Agenda Item:

7

STAFF REPORT

Plan Commission Sub-Committee – July 10, 2018

- Agenda Item: Consideration of a request to modify the boundaries of the “Downtown Overlay Districts” to convert a property from “Downtown Residential Neighborhood” to “Downtown – Planned Unit Development” to allow for a mixed-use development and the associated conceptual site plan.
- Applicant/Owner: Terry Weiland, 600 L Hauser Road, Onalaska, WI 54650 on behalf of Paula Bentzen, 215 Elm Street, Onalaska, WI 54650
- Parcel Number: 18-69-0
- Site Location: 215 Elm Street, Onalaska, WI 54650
- Existing Zoning: Single Family Residential (R-1) with Downtown – Residential Neighborhood Development Overlay District
- Conformance with Comprehensive Plan: The Comprehensive Plan classifies these properties as “Downtown Mixed Use District” is intended for a mixture of uses including residential, personal service, commercial, institutional and civic uses.

Background:

The applicant is requesting to complete a mixed-use project at 215 Elm Street, Onalaska that would include a bar “Spillway Bar” – 2,800 SF and a residential dwelling unit – 1,200 SF with an attached garage – 576 SF. Currently, a residence is located at this property and the project would include removal of the residence and construction of a new building with ten (10) on-site parking stalls and site landscaping. Onalaska’s “Downtown Overlay Districts” allows properties that with a minimum of a quarter-acre (0.25 acres), to convert from “Downtown Residential Neighborhood” to “Downtown – Planned Unit Development”, if approved by the Plan Commission and Common Council. The “Downtown – Planned Unit Development” District boundary is located across the alley from this property.

According to Section 13-3-16 (c) (2), the applicant/developer shall submit a letter describing the proposed project and a conceptual plan with proposed architecture, building height, and other information as requested to the Plan Commission for consideration. If the Plan Commission recommends to the Common Council to allow a Downtown – Planned Unit Development and the Common Council approves the concept, the formal review process as described in Section 13-3-20 shall apply. This process includes the two-part process of a General Development Plan (GDP) review with a public hearing notifying neighbors within 250’ of the subject property and Final Implementation Plan (FIP) review with consideration by the Plan Commission and the Common Council.

CITY OF ONALASKA

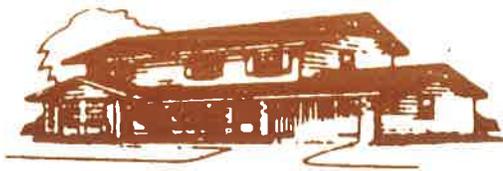
Project Summary:

The proposed building is less than thirty (30) feet in height with a hipped roof, with the residence portion of the building fronting 3rd Avenue South. The placement of the residence is purposeful to face neighboring residences and to fit into the current scale of the neighborhood. The residence portion of the building is proposed to be setback fourteen (14) feet from the 3rd Avenue South right-of-way, with the Spillway Bar portion of the building setback ten (10) feet from the Elm Street right-of-way, and the neighboring property to the north. The western portion of the building (Spillway Bar side) is proposed to be 46 feet from the alleyway.

The existing hedgerow along Elm Street and 3rd Avenue South will be retained as a buffer and the developer plans to extend the current fence along the northern property line to the building to act as a screen against headlights and a buffer to the residences along 3rd Avenue South. There are ten (10) parking spaces proposed (including one (1) ADA parking stall), in addition to five (5) on-street parking spaces along the north side of Elm Street. Parking will be directly accessed off from the alleyway. A green space / rain garden will be provided between the parking lot and the Spillway Bar portion of the property and additional landscaping will be required through the Site Plan Review process. The entrance to the Spillway Bar is proposed to be at the southwest corner of the building – furthest from the neighborhood with Spillway Bar facing the alley and other commercial businesses along 2nd Avenue South / State Road 35.

Action Requested:

Consideration of a request to modify the boundaries of the “Downtown Overlay Districts” to convert a property from “Downtown Residential Neighborhood” to “Downtown – Planned Unit Development” to allow for a mixed-use development and the associated conceptual site plan. If approved, the applicant would formally begin the process to create a “Downtown – Planned Unit Development” on this property.



WEILAND CONSTRUCTION

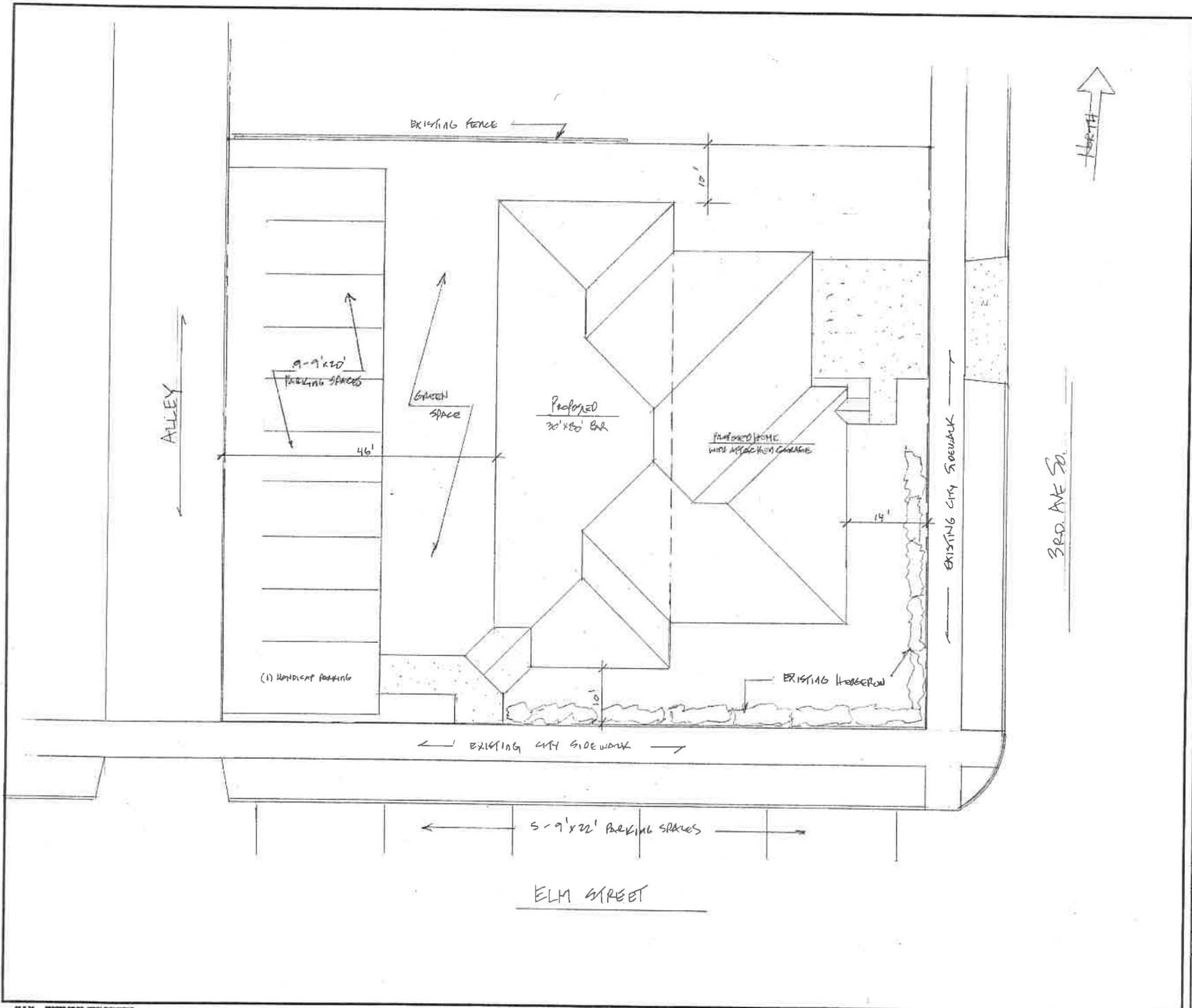
895 RIDERS CLUB RD
ONALASKA, WISCONSIN
TELEPHONE (608) 783-4220

City of Onalaska,

6/26/18

We would like to request a zoning change for 215 Elm St. to be able to remove the existing home and replace with 1200 sq ft rental unit and 576 sq ft garage. The back or west side of the building would be 2400 sq ft of commercial bar area occupied by the Spillway Bar which was removed by the Dash Park development. 10 onsite parking stalls and approx 2400 sq ft of green space for water management and landscaping.

Terry Weiland



REVISIONS	BY
06-22-18	TNT

SITE PLAN FOR WETLAND CONSTRUCTION

Date	06-19-18
Scale	1"=10'
Drawn	TNT
Job	
Sheet	
Of	Sheets



ELM STREET VIEW



3 RD. AVE SO. VIEW

REVISIONS	BY

WELAND CONSTRUCTION

Date	6/24/18
Scale	1/4" = 1'-0"
Drawn	TNT
Job	
Sheet	
Of	Sheets