

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Plan Commission Sub-Committee
DATE OF MEETING: August 14, 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 an annexation application of 0.04 acres directly adjacent to (north of) 9522 East 16 Frontage Road 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 (Tax Parcel #9-63-3).
5. Review and Consideration of a Certified Survey Map (CSM) submitted by Terry Weiland, 600 L Hauser Road, Onalaska, WI 54650, to create three (3) buildable lots and two (2) outlots (2.434 total acres) from one (1) parcel at 2225-2231 Abbey Road, Onalaska, WI 54650 (Tax Parcel # 18-4511-301).
6. Adjournment.

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

*Knut Temte

* *Kevin Schubert

Nick Roush/Paul Gleason

Terry Weiland

Plan Commission Members

Onalaska Omni Center

Onalaska Public Library

* * Alternate Member – for City Engineer

Date Notices Mailed and Posted: 8-7-18

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.



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – August 14, 2018

- Agenda Item: Review and Consideration of an annexation application (0.04 acres).
- 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: 9-63-3
- Site Location: Adjacent to 9522 East 16 Frontage Road
- Existing Zoning: County Zoning: “Rural – No Conditions”
- Neighborhood Characteristics: Commercial, Multi-Family, and Recreational (Golf Course)
- Conformance with Comprehensive Plan: The Comprehensive Plan identifies this area as being in the “Mixed Use District – Smart Growth Area”. The Comprehensive Plan identifies review criteria for annexations, of which the follow are applicable:

The City should approve proposals for annexation into the City of Onalaska only when meeting the following utilities and community facilities criteria, or if other important community goals are met:

- The annexation is in an area designated for growth on the City’s Future Land Use Map.*
- The increased tax base and overall benefit to the City of approving the annexation outweigh the actual financial impact on the community for providing police, fire, road maintenance and other public improvements and services to the annexation area.*

Background: Tax Parcel #9-63-3 is located directly adjacent to (north of) 9522 East 16 Frontage Road and will be included as part of the previously approved Multi-Family Residential project (Roush Rentals). Upon annexation, the property will be appropriately zoned to (R-4) Multi-Family and will be required to merge with Tax Parcel # 18-3613-3 in order to provide required parking and garage spaces.

Action Requested: Staff supports this annexation request. Approval is recommended with the attached conditions of approval.

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

August 14, 2018

Agenda Item 4:

Consideration of an annexation application of Tax Parcel #9-63-3 (0.04 acres), 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.

1. Annexed land to be placed in the R-4 Multi-Family Residential Zoning District.
2. Upon finalized annexation, property owner to merge Tax Parcels # 9-63-3 and 18-3613-3 into a single parcel. Contact the La Crosse County Land Records to complete this condition. Parcel merge to be completed prior to issuance of a Building Permit.
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 minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.

Request for Annexation Review

Wisconsin Department of Administration

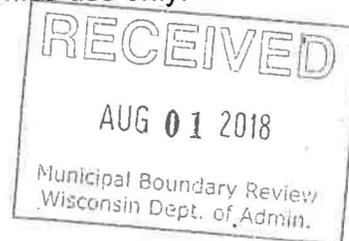
WI Dept. of Administration
Municipal Boundary Review
101 E. Wilson Street, 9th Floor
Madison WI 53703
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview/>

14136

Petitioner Information

Name: Elmwood Partners Limited Pksh.
Address: 1859 Sand Lake Road
Onalaska, WI 54650
Email: Paul.gleason@elmwoodpartners.com

Office use only:



1. Town where property is located: Madary
2. Petitioned City or Village: Onalaska
3. County where property is located: La Crosse
4. Population of the territory to be annexed: None
5. Area (in acres) of the territory to be annexed: 0.04 acres
6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel): 9-63-003

Petitioners phone:
608 781 4777

Town clerk's phone:

City/Village clerk's phone:

Contact Information if different than petitioner:

Representative's Name and Address:
Nick Roush
707 La Crosse St. Suite 102
La Crosse, WI 54601
Phone: 608-498-3333
E-mail: Nick@roushrentals.com

Surveyor or Engineering Firm's Name & Address:
Cowles Region Land Surveyors
917 South 4th St.
La Crosse, WI 54601
Phone: (608) 784-1614
E-mail:

Required Items to be provided with submission (to be completed by petitioner):

1. Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
2. Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
3. Signed Petition or Notice of Intent to Circulate is included
4. Indicate Statutory annexation method used:
 - Unanimous per s. 66.0217 (2), or,
 - OR
 - Direct by one-half approval per s. 66.0217 (3)
5. Check or money order covering review fee [see next page for fee calculation]

PETITION FOR ANNEXATION

14 13.6

TO: City Clerk
City of Onalaska
415 Main Street
Onalaska, WI 54650

TO: City Clerk
Town of Medary
N3393 Smith Valley Road
La Crosse, WI 54601

We, the undersigned, Elmwood Partners Limited Partnership
(Printed Name(s))

do hereby respectively petition the City of Onalaska, Wisconsin, to annex the real estate described hereinafter to the City of Onalaska, which is to be detached from the township of Medary, County of LaCrosse, Wisconsin to the City of Onalaska and that the subject property be zoned R-4 Multifamily upon annexation.

The property, which is the subject of this petition, is contiguous to the current boundaries of the City of Onalaska. A complete and accurate legal description and a scaled map of the area is attached hereto and incorporated herein by reference as EXHIBIT "A".

This instrument constitutes a Petition for direct annexation pursuant to Section 66.0217(2), Wisconsin Statutes. The number of electors residing within the boundaries of this property is 0 and the undersigned are the sole owners and fee title holders to these properties. Therefore, pursuant to Section 66.0217(4), no notice or publication is required.

A copy of this Petition is being mailed to the State of Wisconsin, Department of Administration, for review as required by Section 66.0217(6), Wisconsin Statutes along with the requisite Department of Administration annexation fee. See Annexation Review Fee Guide.

A complete and detailed legal description and map must accommodate this petition at the time of application in order for it to be placed on the Plan Commission Meeting agenda. Short forms or abbreviated legal descriptions will not be accepted. Maps must be to scale and dimensioned.

| SIGNATURES OF PETITIONERS | ADDRESS OF PROPERTY | DATE OF SIGNATURE |
|---|--|-------------------|
| <u>Paul Glass</u> Sr. VP of the General Partner | <u>9522 E 16 Frontage Road Onalaska WI 54650</u> | <u>7/25/18</u> |
| | | |
| | | |
| | | |

Tax Parcel Identification Numbers: _____
Contact Person: Nick Roush Telephone: 608 498-3333
Address: 707 La Crosse St. Ste 102, La Crosse, WI 54601 Email: nick@roushrentals.com

| | | |
|-----------------|-----------------------------------|--|
| For office use: | Date: _____ | Initials: _____ |
| Enclosures: | <input type="checkbox"/> Petition | <input type="checkbox"/> Legal Description |
| | <input type="checkbox"/> Map | |

415 Main Street, Onalaska, WI 54650 Land Use & Development Director 608-781-9590

AFFIDAVIT OF CIRCULATOR

14 136

I, Nicholas A. Roush being duly sworn, state: I reside at 12980 Anthony Rd. Bangor, WI 54614, Wisconsin.

I personally circulated the attached petition in the town(s) of Medary, La Crosse County, Wisconsin, commencing on the 25th day of July, 2018 and terminating on the 25th day of July, 2018, and personally obtained each signature on this petition. I know that each person who signed is an elector or owner of the property located in the territory proposed for annexation and signed the petition with full knowledge of its content of the date indicated opposite his or her name. I know their respective residences given. I reside in the area described above. I am aware that falsifying this affidavit is punishable under Sections 12.13(3)(a) and 946.32(1)(a) of the Wisconsin statutes.

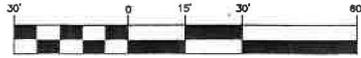
Subscribed and sworn to before me this 25 day of July, 2018.

John A. Marcon
Notary Public
State: WI
Expires: 3/8/2022
County: La Crosse

[Signature]
Signature of Circulator

14 136

Graphic Scale

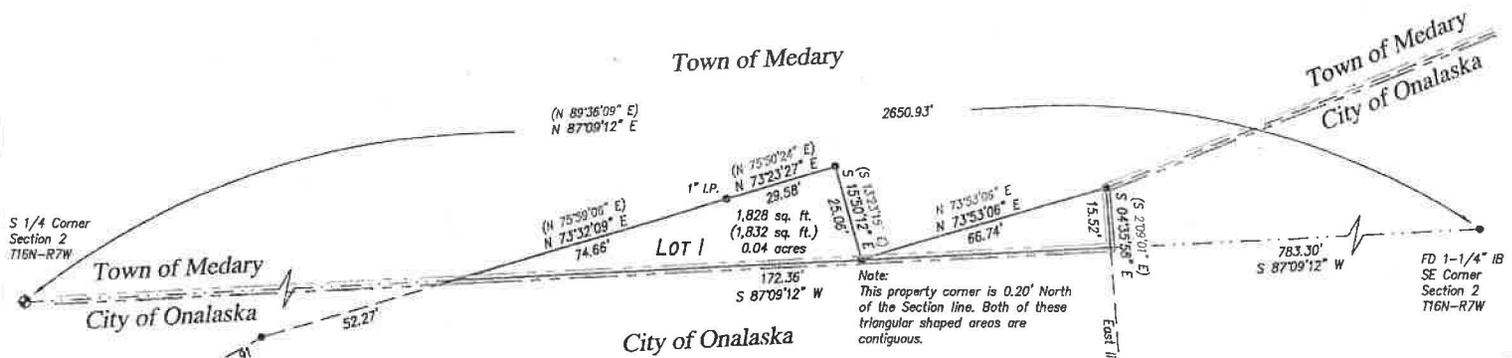


(IN FEET)
1 inch = 30 ft.

**SE - SE
Section 2
T16N-R7W**

LEGEND

- = Found 3/4" Iron Bar (unless stated otherwise)
- () = Recorded dimensions
- ⊕ = Found County marker
- = Boundary of this survey
- = City of Onalaska
- = Town of Medary



Town of Medary

Town of Medary
City of Onalaska

S 1/4 Corner
Section 2
T16N-R7W

Town of Medary
City of Onalaska

C.S.M.

City of Onalaska

V. 15

Note:
This property corner is 0.20' North
of the Section line. Both of these
triangular shaped areas are
contiguous.

FD 1-1/4" IB
SE Corner
Section 2
T16N-R7W

Legal Description for Annexation

Part of Lot 1, Certified Survey Map, Volume 15, Page 91, Document Number 1598907, located in the SE 1/4 of the SE 1/4, Section 2, T16N-R7W, Town of Medary, La Crosse County, Wisconsin described as follows:

Commencing at the southeast corner of Section 2, thence, along the South line of the SE 1/4, S 87°09'12" W 783.30 feet to the East line of Lot 1, Certified Survey Map, Volume 15, Page 91, Document Number 1598907 and the point of beginning of this description:

- thence, continuing along said South line, S 87°09'12" W 172.36 feet to the North line of said Lot 1;
- thence, along said North line, N 73°32'09" E 74.66 feet;
- thence, continuing along said North line, N 73°23'27" E 29.58 feet;
- thence, continuing along said North line, S 15°50'12" E 25.06 feet;
- thence, continuing along said North line, N 73°53'06" E 66.74 feet to the northeast corner of said Lot 1;
- thence S 04°35'58" E 15.52 feet to the point of beginning of this description.

Subject to any easements, covenants and restrictions of record.

D.N. 1598907

Pg. 91

**NE - NE
Section 11
T16N-R7W**

SURVEYOR'S CERTIFICATE

I, Christopher W. Fechner, Professional Land Surveyor, hereby certify that the survey shown and represented here is accurate and true to the best of my knowledge and belief and that there are no visible encroachments other than those shown.

Christopher W. Fechner
Christopher W. Fechner PLS 2448



Bearing Basis: The La Crosse County Coordinate System, Referenced to the (NCCS) NAD 83 (2011) Adjustment.

**Coulee Region
Land Surveyors**

**C R
L S**

917 SOUTH 4TH STREET - P.O. BOX 1954
LA CROSSE, WISCONSIN 54601
PHONE (608) 784-1614 FAX (608) 784-1408
www.couleeregionlandsurveyors.com

SURVEY FOR

Roush Rentals c/o Nick Roush

| | |
|-------------------------|--------------------|
| DRAWN BY: CF TS | DATE: 7/23/2018 |
| REVISION BY: | DATE: |
| SCALE: 1" = 30' | FIELD CREW: RC |
| PROJECT NO.: S-7417A | SHEET 1 OF 1 |



CITY OF ONALASKA

Agenda Item:

5

STAFF REPORT

Plan Commission Sub-Committee – August 14, 2018

- Agenda Item: Consideration of a Certified Survey Map (CSM) to create three (3) buildable lots and two (2) outlots (2.434 total acres) from one (1) parcel
- Applicant/Owner: Terry Weiland, 600 L Hauser Road, Onalaska, WI 54640
- Owner: City of Onalaska, 415 Main Street, Onalaska, WI 54650
- Parcel Number: 18-4511-301
- Site Location: 2225-2231 Abbey Road, Onalaska, WI 54650
- Existing Zoning: Multi-Family (R-4) District.
- Neighborhood Characteristics: Properties within 250 feet of the property in question include single-family residences and multi-family row houses and apartments.
- Conformance with Land Use Plan: The Comprehensive Plan identifies this area as *Mixed Density Residential*. This district is intended for residential units.
- Background: The purpose of the Certified Survey Map is to subdivide Tax Parcel # 18-4511-301 which is currently under construction for a 4-unit townhome development. The applicant intends to further subdivide this parcel to allow an access road through the central area and create two (2) additional buildable lots. The second outlot is to create a second access point to the Abbey Road Development PUD as required in the Conditions of Approval.
- Action Requested: The applicant seeking approval of the Certified Survey Map.

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

August 14, 2018

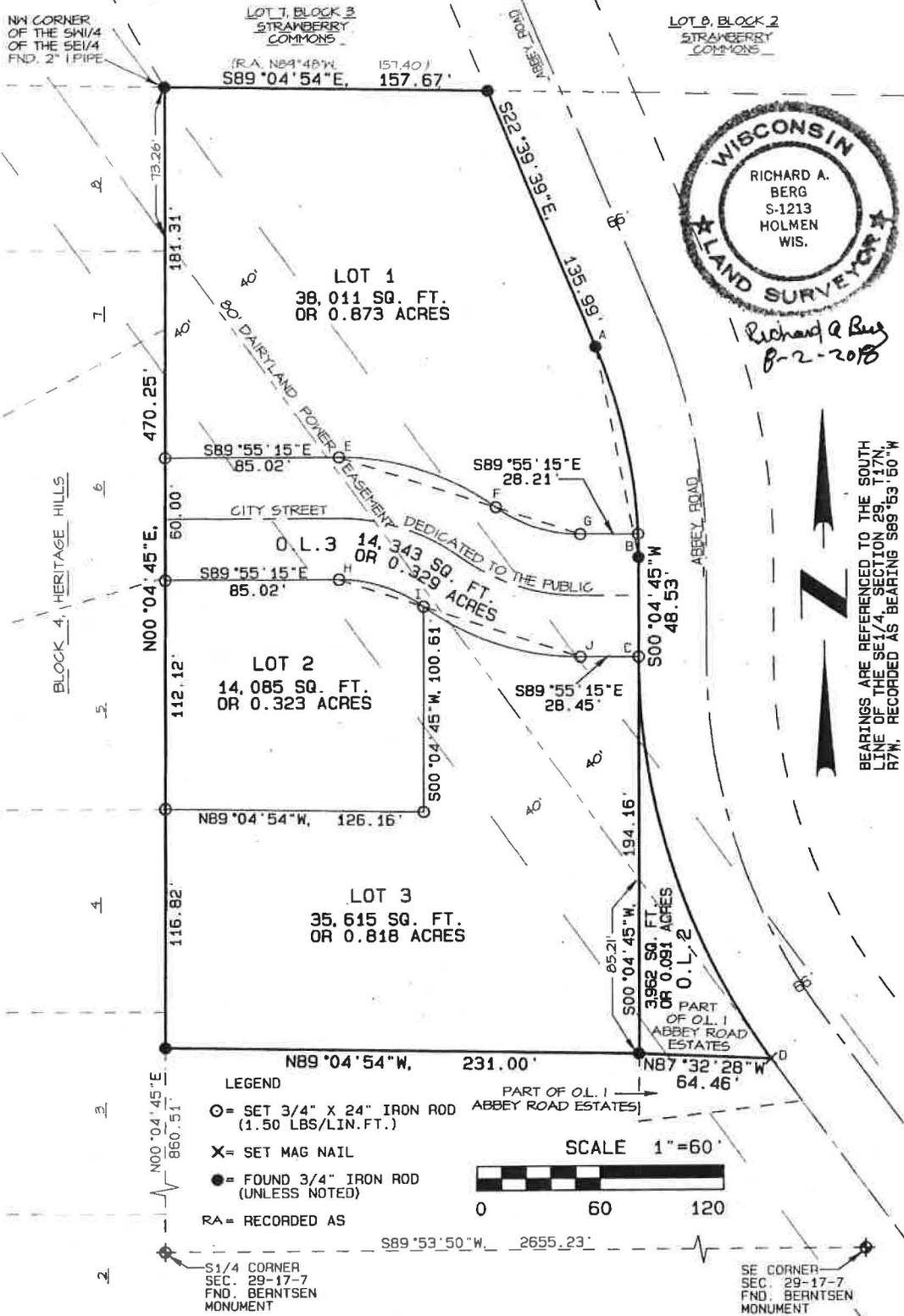
Agenda Item 5:

Review and Consideration of a Certified Survey Map (CSM) submitted by Terry Weiland, 600 L Hauser Road, Onalaska, WI 54650, to create three (3) buildable lots and two (2) outlots (2.434 total acres) from one (1) parcel at 2225-2231 Abbey Road, Onalaska, WI 54650 (Tax Parcel 18-4511-301).

1. Street and utility improvements to be installed to City standards for future street to Westerly lot line of Lot 3 (approximately 100 feet west of Abbey Road Westerly right of way). Temporary cul de sac to be installed at end of improvements.
2. Recorded copy of Final CSM to be submitted to City Engineering Department.
3. New lot pins required for all new parcels. Intermediate lot stakes required for all lots over 150' in depth.
4. CSM shall note all easements.
5. Any future improvements to these parcels may be subject to additional City permits (i.e., building permits, zoning approvals).
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.

CERTIFIED SURVEY MAP

PART OF OUTLOT 1 OF THE RECORDED SUBDIVISION PLAT OF ABBEY ROAD ESTATES, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 29, T17N, R7W, CITY OF ONALASKA, LACROSSE COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP

PART OF OUTLOT 1 OF THE RECORDED SUBDIVISION PLAT OF ABBEY ROAD
ESTATES, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 29, T17N,
R7W, CITY OF ONALASKA, LACROSSE COUNTY, WISCONSIN.

CURVE DATA TABLE

| CURVE | LOT NO. | RADIUS | CENTRAL ANGLE | CHORD BEARING | CHORD LENGTH | ARC LENGTH | TANGENT BEARING | TANGENT BEARING |
|-------|---------|---------|---------------|---------------|--------------|------------|-----------------|-----------------|
| A-B | -- | 267.00' | 22°44'24" | S11°17'27"E | 105.27' | 105.97' | S22°39'39"E@A | S00°04'45"W@B |
| A-B | 1 | 267.00' | 20°16'44" | S12°31'17"E | 94.01' | 94.50' | ----- | ----- |
| A-B | ST | 267.00' | 2°27'40" | S01°09'05"E | 11.47' | 11.47' | ----- | ----- |
| C-D | -- | 333.00' | 36°14'12" | S18°02'21"E | 207.11' | 210.61' | S00°04'45"W@C | S36°09'27"E@D |
| E-F | -- | 130.00' | 35°58'56" | S72°05'47"E | 80.31' | 81.64' | S89°55'15"E@E | S53°56'19"E@F |
| F-G | -- | 70.00' | 35°58'56" | S72°05'47"E | 43.24' | 43.96' | S53°56'19"E@F | S89°55'15"E@G |
| H-I | -- | 70.00' | 35°58'56" | S72°05'47"E | 43.24' | 43.96' | S89°55'15"E@H | S53°56'19"E@I |
| I-J | -- | 130.00' | 35°58'56" | S72°05'47"E | 80.31' | 81.64' | S53°56'19"E@I | S89°55'15"E@J |

SURVEYORS CERTIFICATE

I, RICHARD A. BERG, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THIS CERTIFIED SURVEY OF PART OF OUTLOT 1 OF THE RECORDED SUBDIVISION PLAT OF ABBEY ROAD ESTATES, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 29, T17N, R7W, CITY OF ONALASKA, LACROSSE COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH QUARTER CORNER OF SECTION 29, T17N, R7W; THENCE N00°04'45"E, 860.51 FEET ALONG THE WEST LINE OF THE SW1/4 OF THE SE1/4 OF SAID SECTION 29, TO THE SOUTHWEST CORNER OF A PARCEL OF LAND DESCRIBED IN DOCUMENT NUMBER 1699393 OF LACROSSE COUNTY RECORDS, AND THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE N00°04'45"E, 470.25 FEET ALONG THE WEST LINE OF THE SW1/4 OF THE SE1/4 OF SECTION 29, T17N, R7W, TO THE NORTHWEST CORNER THEREOF; THENCE S89°04'54"E, 157.67 FEET ALONG THE NORTH LINE OF THE SW1/4 OF THE SE1/4 OF SAID SECTION 29, TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ABBEY ROAD; THENCE S22°39'39"E, 135.99 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE SOUTHERLY ALONG THE WESTERLY RIGHT-OF-WAY LINE OF ABBEY ROAD, 105.97 FEET ALONG THE ARC OF A 267.00 FOOT RADIUS CURVE, CONCAVE TO THE WEST, THE CHORD OF WHICH BEARS S11°17'27"E, AND MEASURES 105.27 FEET; THENCE S00°04'45"W, 48.53 FEET ALONG THE WESTERLY RIGHT-OF-WAY LINE OF ABBEY ROAD, TO THE NORTHERNMOST CORNER OF OUTLOT 1 OF THE RECORDED SUBDIVISION PLAT OF ABBEY ROAD ESTATES; THENCE SOUTHERLY ALONG THE WESTERLY RIGHT-OF-WAY LINE OF ABBEY ROAD, 210.61 FEET ALONG THE ARC OF A 333.00 FOOT RADIUS CURVE, CONCAVE TO THE EAST, THE CHORD OF WHICH BEARS S18°02'21"E, AND MEASURES 207.11 FEET; THENCE N87°32'28"W, 64.46 FEET, TO THE SOUTHEAST CORNER OF A PARCEL OF LAND DESCRIBED IN DOCUMENT NUMBER 1699393 OF LACROSSE COUNTY RECORDS; THENCE N89°04'54"W, 231.00 FEET ALONG THE SOUTH LINE OF THE PARCEL DESCRIBED IN DOCUMENT NUMBER 1699393, TO THE POINT OF BEGINNING OF THIS DESCRIPTION. CONTAINING 106,015 SQUARE FEET OR 2.434 ACRES, AND SUBJECT TO ANY EASEMENTS OF RECORD.

I FURTHER CERTIFY THAT I HAVE MADE THIS SURVEY AND MAP AT THE DIRECTION OF THE PROPERTY OWNERS, THAT SUCH MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED, AND ANY SUBDIVISION THEREOF, AND THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATE STATUTES, AND WITH THE SUBDIVISION ORDINANCE OF THE CITY OF ONALASKA, TO THE BEST OF MY KNOWLEDGE AND BELIEF.

OWNER: TERRY J. WEILAND
600 L HAUSER RD.
ONALASKA WI. 54650

OWNER: CITY OF ONALASKA
415 MAIN ST.
ONALASKA WI. 54650

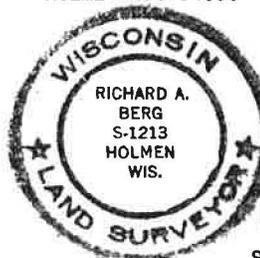
SURVEYED & MAPPED BY
RICHARD A. BERG PLS#1213
& DUSTIN B. BERG
BERG ENTERPRISES
300 STATE ST. PO BOX 625
HOLMEN WI. 54636

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED
BY THE CITY OF ONALASKA PLANNING DEPARTMENT.

DATE

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED
BY THE CITY OF ONALASKA ENGINEERING DEPARTMENT.

DATE



Richard A. Berg
B-2-2018
SHEET 2 OF 2