CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: **Administrative & Judiciary Committee**

DATE OF MEETING: March 2, 2016 (Wednesday)

PLACE OF MEETING: City Hall – 415 Main Street (Room 112)

TIME OF MEETING: 6:00 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/individual)

Consideration and possible action on the following items:

Administrative

4. Approval of Operator's Licenses as listed on report dated March 2, 2016
5. Approval of Appointment of Agent for La Crosse Country Club, 300 Marcou Road, Onalaska to Courtney Wilson.
6. Approval of 2015-2016 Class "B" Liquor License for the following applicants:
   a. Royal Indian Cuisine LLC d/b/a ROYAL INDIAN CUISINE, 235 Sand Lake Road, Onalaska, Wisconsin, 54650
7. Special Events Permits:
   a. Approval of Firehouse 5K Run on April 9, 2016 from 8-10am starting at the Fire Department East Parking Lot, City Hall, 415 Main Street, Onalaska.
   b. Approval of Memorial Day Parade for Onalaska American Legion on May 30, 2016 from 9:30-10am starting at the Onalaska American Legion parking lot.
   c. Fireworks Display Permit for La Crosse Skyrockers Inc for Rabe Wedding at Omni Center on March 12, 2016 from approximately 7:30-9pm.

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the Board 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. Barry Blomquist - Chair Jud
Ald. Jim Olson
Ald. Bob Muth.
Ald. Jim Bialecki
* Ald. Harvey Bertrand – Chair Admin & Vice Chair Jud
*Ald. Jim Binash - Vice Chair Admin
City Attorney Dept Heads Charter Com. WXOW
La Crosse Tribune Onalaska Holmen Courier Life
WIZM WKTY WLXR WKBH WKBT WLSU
*Committee Members

Gerrard Perera
Cory Taylor
Robert Weber
Patrick T Bonadurer

Date Notices Mailed and Posted: 02/25/16

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.

8. Miscellaneous licensing reporting

Judiciary

1. **Ordinance No. 1534-2016** to adopt the Comprehensive Plan of the City of Onalaska, Wisconsin (First and Second Reading)

2. **Ordinance No. 1535-2016** to amend Chapter 2, Section 8 of Title 13, of the Code of Ordinances of the City of Onalaska relating to R-MMH Mobile Home District (Third and Final Reading)

3. **Ordinance No. 1537-2016** to amend Chapter 4 of Title 7, Section 4 of the Code of Ordinances of the City of Onalaska relating to Registration of Direct Sellers (Third and Final Reading)

4. **Ordinance No. 1538-2016** to amend Chapter 2 of Title 7, Section 11 of the Code of Ordinances of the City of Onalaska relating to Transfer and Lapse of License (Third and Final Reading)

5. **Ordinance No. 1539-2016** to amend Chapter 3 of Title 7, Section 2 of the Code of Ordinances of the City of Onalaska relating to Cigarette License (Third and Final Reading)

6. **Ordinance No. 1540-2016** to amend Chapter 6 of Title 7, Section 1 of the Code of Ordinances of the City of Onalaska relating to Regulation of Taxicabs (Third and Final Reading)

7. **Ordinance No. 1541-2016** to amend Chapter 2 of Title 7, Section 18 of the Code of Ordinances of the City of Onalaska relating to Class "A" and Class "B" Outdoor Venue License (Third and Final Reading)

8. **Ordinance No. 1542-2016** to amend Chapter 5 of Title 7, Section 4 of the Code of Ordinances of the City of Onalaska relating to Hotel/Motel Permits (Third and Final Reading)

9. **Ordinance No. 1544-2016** to amend Chapter 1 of Title 10, Section 34 of the Code of Ordinances of the City of Onalaska relating to Removal of Illegally Parked Vehicles (First and Second Reading)

10. **Ordinance No. 1545-2016** to rezone property located in Section 04 Township 16, Range 7 in the City of Onalaska, La Crosse County Wisconsin from Public & Semi-Public (P-1) to Single Family Residential and /or Duplex Residential (R-2) (First and Second Reading) (Steve Jirsa Rezoning)

11. **Ordinance No. 1546-2016** to amend Chapter 4 of Title 2, Section 7 of the Code of Ordinances of the City of Onalaska relating to the Tourism Commission (First and Second Reading)

12. **Ordinance No. 1547-2016** to amend Chapter 2 of Title 6, Section 2 of the Code of Ordinances of the City of Onalaska relating to Sidewalk Permit required (First and Second Reading)

13. **Ordinance No. 1548-2016** to amend Chapter 2 of Title 2, Section 11 of the Code of Ordinances of the City of Onalaska relating to Special Meetings (First and Second Reading)

14. **Ordinance No. 1549-2016** to amend Chapter 11 of Title 7, Section 1 of the Code of Ordinances of the City of Onalaska relating to Transient and Temporary Public Entertainments (First and Second Reading)

15. **Ordinance No. 1550-2016** to amend Chapter 4 of Title 7, Section 4 of the Code of Ordinances of the City of Onalaska relating to Registration of Direct Sellers (First and Second Reading)

16. **Ordinance No. 1551-2016** to amend Chapter 2 of Title 5, Section 9 of the Code of Ordinances of the City of Onalaska relating to Open Burning (First and Second Reading)

17. **Ordinance No. 1552-2016** to amend Chapter 7 of Title 7, Section 1 of the Code of Ordinances of the City of Onalaska relating to Regulation of Fireworks (First and Second Reading)

18. **Ordinance No. 1553-2016** to amend Section 60 of Article C of Chapter 1 of Title 15 of the Code of Ordinances of the City of Onalaska relating to Gas Licenses (First and Second Reading

Adjournment

2-24-2016 11:52 AM F O R M S R E G I S T E R

PACKET: 01445 License Packet MARCH OPERATORS
SEQUENCE: License #

ID	PERIOD	NAME		LICENSE CODE	
03595	2/11/16- 6/30/17	PRZYCHOCKI	JAKOB	OPRATOR	OPERATORS - 2 YEAR
04346	2/08/16- 6/30/17	HILDEBRAND	COLE	OPRATOR	OPERATORS - 1 YEAR
04646	2/09/16- 6/30/17	BOWEN	MARGARET	OPRATOR	OPERATORS - 2 YEAR
04647	2/10/16- 6/30/17	MEYERS	KRISTEN	OPRATOR	OPERATORS - 2 YEAR

CITY OF ONALASKA
REC#: R00034255 02/18/2016 12:55 PM
TRAN: 198 REVENUE ACCOUNT
OPER: S1 TERM: 1
TKBY : CASH 01

CHANGE OF AGENT - LA CROSSE COUNTRY CLUB
REVENUE ACCOUNT 10.00
100-00000-44110 -10.00

Paid By:COURTNEY WILSON
CA 10.00 REF:

APPLIED 10.00
TENDERED 10.00
CHANGE 0.00

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☑ City of Onalaska Co. of La Crosse

The undersigned duly authorized officer(s)/members/managers of La Crosse Country Club
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

La Crosse Country Club
(trade name)

located at 300 Marcou Road Onalaska WI 54650

appoints Courtney Wilson
(name of appointed agent)

1420 S 9th Street La Crosse WI 54601
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☑ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☑ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 40 years

Place of residence last year Onalaska

For: La Crosse Country Club
(name of corporation/organization/limited liability company)

By: Thomas F. Brook
(signature of Officer/Member/Manager)

And: [signature]
(signature of Officer/Member/Manager)

email agenda
Courtney@lacrossecountryclub.com

ACCEPTANCE BY AGENT

I, Courtney Wilson, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Courtney Wilson (signature of agent) 2/11/16 (date) Agent's age 29

1420 9th St S, La Crosse, WI 54601 (home address of agent) Date of birth 11/06/1986

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 2/24/16 (date) by [signature] (signature of proper local official) Title Chief of Police (town chair, village president, police chief)

gerrardperera@yahoo email agenda

81-1139488

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning March 9 20 16
ending June 30 20 16

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☒ City of Onalaska

County of La Crosse Aldermanic Dist. No. _____ (if required by ordinance)

Applicant's WI Seller's Permit No.:	FEIN Number:
456-1028865923 02	
LICENSE REQUESTED ▶	
TYPE	FEE
☐ Class A beer	$
☒ Class B beer	$ 75.00
☐ Class C wine	$
☐ Class A liquor	$
☐ Class A liquor (cider only)	$ N/A
☒ Class B liquor	$ 112.50
☐ Reserve Class B liquor	$
☐ Class B (wine only) winery	$
Publication fee	$ 10.00
TOTAL FEE	$ 197.50

1. The named ☐ INDIVIDUAL ☒ ~~PARTNERSHIP~~ ☐ LIMITED LIABILITY COMPANY ☐ CORPORATION/NONPROFIT ORGANIZATION hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ▶
Perera Gerrard / Kumar Anil Royal Indian Cuisine

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

	Title	Name	Home Address	Post Office & Zip Code
President/Member	Owner	Gerrard Perera	471 3rd Ave N	Onalaska WI 54650
Vice President/Member	Owner	Anil Kumar	1320 main Street	Onalaska WI 54650
Secretary/Member				
Treasurer/Member				
Agent ▶	Gerrard Perera			
Directors/Managers				

3. Trade Name ▶ Royal ~~Point~~ Indian Cuisine LLC Business Phone Number 608 519 3033
4. Address of Premises ▶ 235 Sand Lake Road Post Office & Zip Code ▶ 54650
5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☐ Yes ☒ No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 01/26/16 of registration.
   (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
   (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No
   (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)
9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Beer & wine will be stored in the coolers
10. Legal description (omit if street address is given above): ~~Alcohol~~ Alcohol will be in the bar
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No
    (b) If yes, under what name was license issued? _____
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME
this 26th day of January, 2016

Elizabeth A Ekklund
(Clerk/Notary Public)
My commission expires 12-21-2018

NOTARY PUBLIC STATE OF WISCONSIN

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
1-27-16	3-8-16		Pam Burmaster
Date license granted	**Date license issued**	**License number issued**	
3-8-16	3-9-16	04644	

AT-106 (R. 7-15) Wisconsin Department of Revenue

CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 • www.cityofonalaska.com

SPECIAL EVENTS PERMIT APPLICATION

Date: 1/22/16 *Cost:* $_____

(Please Print)

Application is for:

- ☐ Bicycle Races
- ☐ Marathons
- ☐ Parades
- ☐ Procession(s)
- ☒ Runs
- ☐ Block Party[1]
- ☐ Other: _____

Requestor Information

Organization/Requestor Name: Onalaska Fire Dept	Phone: (608) 781-9546	
Officer of Corporation or Director of Event: Cory Taylor		
Address of Organization: 415 main st		
City: ONA.	State: WI	Zip: 54650
Contact Person: Cory Taylor	Phone: ( )	
Address:		
City:	State:	Zip:
Purpose/Description of Event: 5K run/walk		

EVENT INFORMATION

Name of Event: Fire house 5K	Date of Event: 4/9/16	Time (beginning) 08:00 am/pm	Time (ending) 10:00 am/pm
Starting Point or Block to Be Closed: Fire Dept East Parking lot			
Route or Specific Location *(List Abutting Streets)*: Same as in years past.			
Termination Point: Fire Dept East lot			
Estimated Maximum Number of Units/Persons Attending Event: 300			

[1]*Attach signatures of at least 51% of all households abutting the proposed block to be closed for said party*

*** * NOTE * * CERTIFICATE OF INSURANCE REQUIRED,**

With the City of Onalaska listed as additional Insured.

Original Certificate of Insurance must accompany this application

A I will Turn in insurance Certificate as Soon as She sends it to me.

SPECIAL EVENTS REQUIRED INFORMATION

The following information must be completed and received by the City of Onalaska City Clerk's Office no less than 30 days (60 days for special events) prior to the scheduled event for processing. Failure to provide complete information could void your permit and cancel your event. Also, a Special Event Permit is not valid until insurance has been provided, all fees have been paid, and all necessary approval signatures have been obtained.

TELL US ABOUT YOUR EVENT:

1. Will food be prepared and/or served at the event? ☒ YES ☐ NO
   If yes, please explain in detail what food service you will provide:
   Bananas, bagels & coffee

(Please contact the La Crosse County Health Department (608) 785-9872 to sell/serve food)

2. Will alcoholic beverages be served/sold? ☐ YES ☒ NO
   If yes, a "Special Class B" license will allow you to serve/sell beer and/or wine.

(The Office of the City Clerk (608) 781-9530 will assist you with obtaining the license)

3. Will you be having a band or amplified music? ☐ YES ■ NO
   If yes, a Variance Permit may be needed.

(Please contact the Onalaska Police Department (608) 781-9550 for additional information on noise and noise ordinance)

4. Do you require any special parking restrictions? ☐ YES ☒ NO
   If yes, please indicate what type, when and where:

5. Will you require the use of any City Services and/or equipment?
   Barricades ☐ YES ☒ NO If yes, approximately how many: _____
   Cones ☐ YES ☒ NO If yes, approximately how many: _____
   Street Sweeper ☐ YES ☒ NO If yes, approximate time needed: _____ a.m./p.m.

(Please contact the Onalaska Public Works Department (608) 781-9537 to make arrangements)

6. Will temporary signage be used? ☐ YES ☒ NO
   If yes, please indicate what type and where:

(Please contact the Onalaska Planning Department (608) 781-9590 to inquire about City Regulations)

7. Will there be a fireworks display? ☐ YES ☒ NO
   If yes, please indicate what type and where:

(Please contact the Office of the Fire Department (608) 781-9546 to inquire about City Regulations)

8. Do you have a plan in place to deal with any medical emergencies that may occur during your event? ☒ YES ☐ NO
   If yes, please explain:

(The Onalaska Police Department (608) 781-9550 will assist you with defining your safety/security needs)

9. An emergency/evacuation plan is needed. Please submit a plan not less than fourteen (14) business days prior to the event.

(The Onalaska Police Department (608) 781-9550 will assist you with your plan)

10. Other special assistance requested:

I understand the filing of this application does not ensure the issuance of this license. I also understand that all Special Events sponsors must comply with all applicable city Ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. Fees for park facilities, food sales permits, tent, signage and fireworks permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for denial of the event.

Hold Harmless Indemnification and Defense.
The applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Onalaska and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them, or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature of Applicant — *Date* 1/12/16

Fees are Non-Refundable. Submit completed application along with any required information to:

Onalaska City Clerk's Office
415 Main Street
Onalaska, WI 54650

FOR OFFICE USE ONLY

Name & Date of Event: Firehouse 5K - 4/9/16

City Clerk	☑ APPROVED	☐ DENIED	Reason:	Date: 1-29-16
Fire Dept	☑ APPROVED	☐ DENIED	Reason:	Date: 1-29-16
Police Dept	☑ APPROVED	☐ DENIED	Reason:	Date: 2-04-16
Public Works	☒ APPROVED	☐ DENIED	Reason:	Date: 2-9-16 CA
Health Dept	☐ APPROVED	☐ DENIED	Reason:	Date: ~~2-9-16~~ CA
Planning	☒ APPROVED	☐ DENIED	Reason: *Obtain Temp Sign Permits prior to advertising event	Date: 2-9-16 CA
Parks & Rec	☒ APPROVED	☐ DENIED	Reason:	Date: 2/10/16

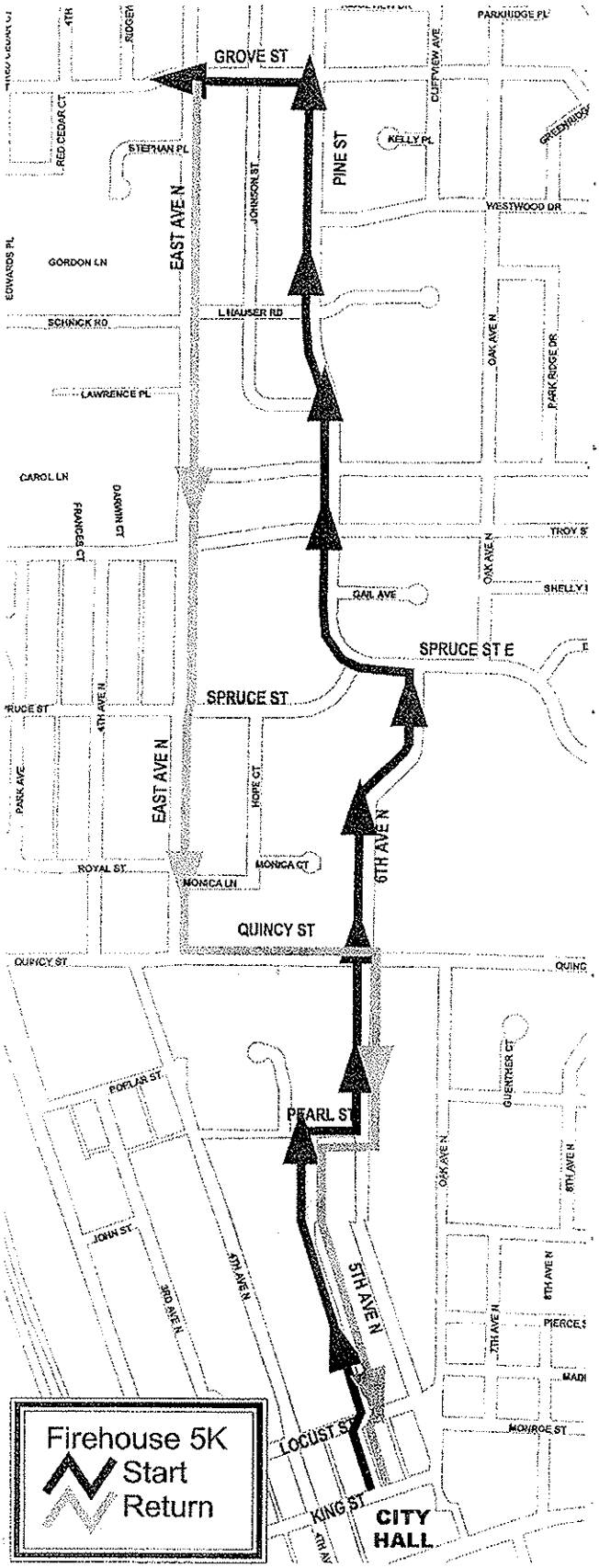
Site Diagram Sketch Attached: ☐ YES ☐ NO

GIS Dept. Map Prepared: ____/____/____

Insurance Required: ☒ YES ☐ NO Certificate of Insurance on File: ☐ YES ☒ NO COI Expires: ____/____/____

Special Class B License Required: ☐ YES ☒ NO Date of Special Class B Application: ____/____/____

Approved By A&J: ____/____/____ Date License Issued: ____/____/____ License No: _____


GROVE ST
PINE ST
EAST AVE N
JOHNSON ST
KELLY PL
WESTWOOD DR
GORDON LN
SCHNICK RD
LAUSER RD
LAWRENCE PL
OAK AVE N
PARK RIDGE DR
CAROL LN
TROY ST
GAIL AVE
SPRUCE ST E
SPRUCE ST
HOPE CT
6TH AVE N
ROYAL ST
MONICA CT
MONICA LN
QUINCY ST
POPLAR ST
PEARL ST
GUENTHER CT
8TH AVE N
JOHN ST
5TH AVE N
LOCUST ST
MONROE ST
KING ST
CITY HALL
Firehouse 5K
Start
Return

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 2/1/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Chastity Bailey
Houston-Alliant Insurance Services, Inc. 5444 Westheimer Suite 900 Houston TX 77056	PHONE (A/C, No, Ext): 713-470-4139 FAX (A/C, No): 713-470-4330 E-MAIL ADDRESS: Chastity.Bailey@alliant.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Zurich American Insurance Company	16535
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED: Gundersen Health System, 1900 South Avenue, La Crosse WI 54601

COVERAGES CERTIFICATE NUMBER: 122090240 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			HPC585222603	12/1/2015	12/1/2016	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$100,000
							MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$3,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$3,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N/A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The limits shown above are inclusive of the applicable policy self insured retention.
Firehouse 5K Fundraiser on 4/9/2016 related to Children's Miracle Network.

CERTIFICATE HOLDER

Onalaska Fire Department
Attn: Corey Taylor
415 Main Street
Onalaska WI 54650

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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FEB 15 2016

CITY OF ONALASKA

CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 • www.cityofonalaska.com

SPECIAL EVENTS PERMIT APPLICATION

Date: 7 JAN 16

Cost: $_____

(Please Print)

Application is for:

- ☐ Bicycle Races
- ☐ Marathons
- ☒ Parades
- ☐ Procession(s)
- ☐ Runs
- ☐ Block Party[1]
- ☐ Other: _____

Requestor Information		
Organization/Requestor Name: ONALASKA AMERICAN LEGION POST 336	Phone: (608) 783-3300	
Officer of Corporation or Director of Event: ROBERT L WEBER		
Address of Organization: 731 SAND LAKE RD		
City: ONALASKA	State: WI	Zip: 54650
Contact Person: ROBERT L WEBER	Phone: (608) 526-4807	
Address: 1725 HOLLEY ST		
City: HOLMEN	State: WIS	Zip: 54636
Purpose/Description of Event: MEMORIAL DAY PARADE		

EVENT INFORMATION			
Name of Event: MEMORIAL DAY PARADE	Date of Event: 30 MAY 16	Time (beginning): 9:30 a.m./p.m.	Time (ending): 10:00 a.m./p.m.
Starting Point or Block to Be Closed: ONALASKA AMERICAN LEGION POST 336 PARKING LOT			
Route or Specific Location *(List Abutting Streets)*: SAND LAKE RD			
Termination Point: SOUTH SIDE OF ONALASKA CEMENTARY			
Estimated Maximum Number of Units/Persons Attending Event: SEE ATTACHED PARADE LINE UP			

[1]Attach signatures of at least 51% of all households abutting the proposed block to be closed for said party

*** * NOTE * * CERTIFICATE OF INSURANCE REQUIRED,**

With the City of Onalaska listed as additional Insured.

Original Certificate of Insurance must accompany this application

SPECIAL EVENTS REQUIRED INFORMATION

The following information must be completed and received by the City of Onalaska City Clerk's Office no less than 30 days (60 days for special events) prior to the scheduled event for processing. Failure to provide complete information could void your permit and cancel your event. Also, a Special Event Permit is not valid until insurance has been provided, all fees have been paid, and all necessary approval signatures have been obtained.

TELL US ABOUT YOUR EVENT:

1. Will food be prepared and/or served at the event? ☐ YES ☒ NO
   If yes, please explain in detail what food service you will provide:

   (Please contact the La Crosse County Health Department (608) 785-9872 to sell/serve food)

2. Will alcoholic beverages be served/sold? ☐ YES ☒ NO
   If yes, a "Special Class B" license will allow you to serve/sell beer and/or wine.

   (The Office of the City Clerk (608) 781-9530 will assist you with obtaining the license)

3. Will you be having a band or amplified music? ☐ YES ☒ NO
   If yes, a Variance Permit may be needed.

   (Please contact the Onalaska Police Department (608) 781-9550 for additional information on noise and noise ordinance)

4. Do you require any special parking restrictions? ☐ YES ☒ NO
   If yes, please indicate what type, when and where:

5. Will you require the use of any City Services and/or equipment?
   Barricades ☐ YES ☒ NO If yes, approximately how many: _____
   Cones ☐ YES ☒ NO If yes, approximately how many: _____
   Street Sweeper ☐ YES ☒ NO If yes, approximate time needed: _____ a.m./p.m.

   (Please contact the Onalaska Public Works Department (608) 781-9537 to make arrangements)

6. Will temporary signage be used? ☐ YES ☒ NO
   If yes, please indicate what type and where:

   (Please contact the Onalaska Planning Department (608) 781-9590 to inquire about City Regulations)

7. Will there be a fireworks display? ☐ YES ☒ NO
   If yes, please indicate what type and where:

   (Please contact the Office of the Fire Department (608) 781-9546 to inquire about City Regulations)

8. Do you have a plan in place to deal with any medical emergencies that may occur during your event? ☒ YES ☐ NO
   If yes, please explain:

   (The Onalaska Police Department (608) 781-9550 will assist you with defining your safety/security needs)

9. An emergency/evacuation plan is needed. Please submit a plan not less than fourteen (14) business days prior to the event.

(The Onalaska Police Department (608) 781-9550 will assist you with your plan)

10. Other special assistance requested:

I understand the filing of this application does not ensure the issuance of this license. I also understand that all Special Events sponsors must comply with all applicable city Ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. Fees for park facilities, food sales permits, tent, signage and fireworks permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for denial of the event.

Hold Harmless Indemnification and Defense.
The applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Onalaska and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them, or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature of Applicant 7 Jan 16 *Date*

Fees are Non-Refundable. Submit completed application along with any required information to:

Onalaska City Clerk's Office
415 Main Street
Onalaska, WI 54650

FOR OFFICE USE ONLY

Name & Date of Event: Memorial Day Parade 5-30-16

City Clerk	☑ APPROVED	☐ DENIED	Reason:	Date: 2-15-16
Fire Dept	☑ APPROVED	☐ DENIED	Reason:	Date: 2-16-16
Police Dept	☑ APPROVED	☐ DENIED	Reason:	Date: 2-16-16
Public Works	☒ APPROVED	☐ DENIED	Reason:	Date: 2-16-16 YH
Health Dept	☐ APPROVED	☐ DENIED	Reason:	Date: 2-16-16 KA
Planning	☒ APPROVED	☐ DENIED	Reason:	Date:
Parks & Rec	☒ APPROVED	☐ DENIED	Reason:	Date: 2-16-16 DW

Site Diagram Sketch Attached: ☐ YES ☐ NO

GIS Dept. Map Prepared: ____/____/____

Insurance Required: ☐ YES ☐ NO Certificate of Insurance on File: ☐ YES ☐ NO COI Expires: ____/____/____

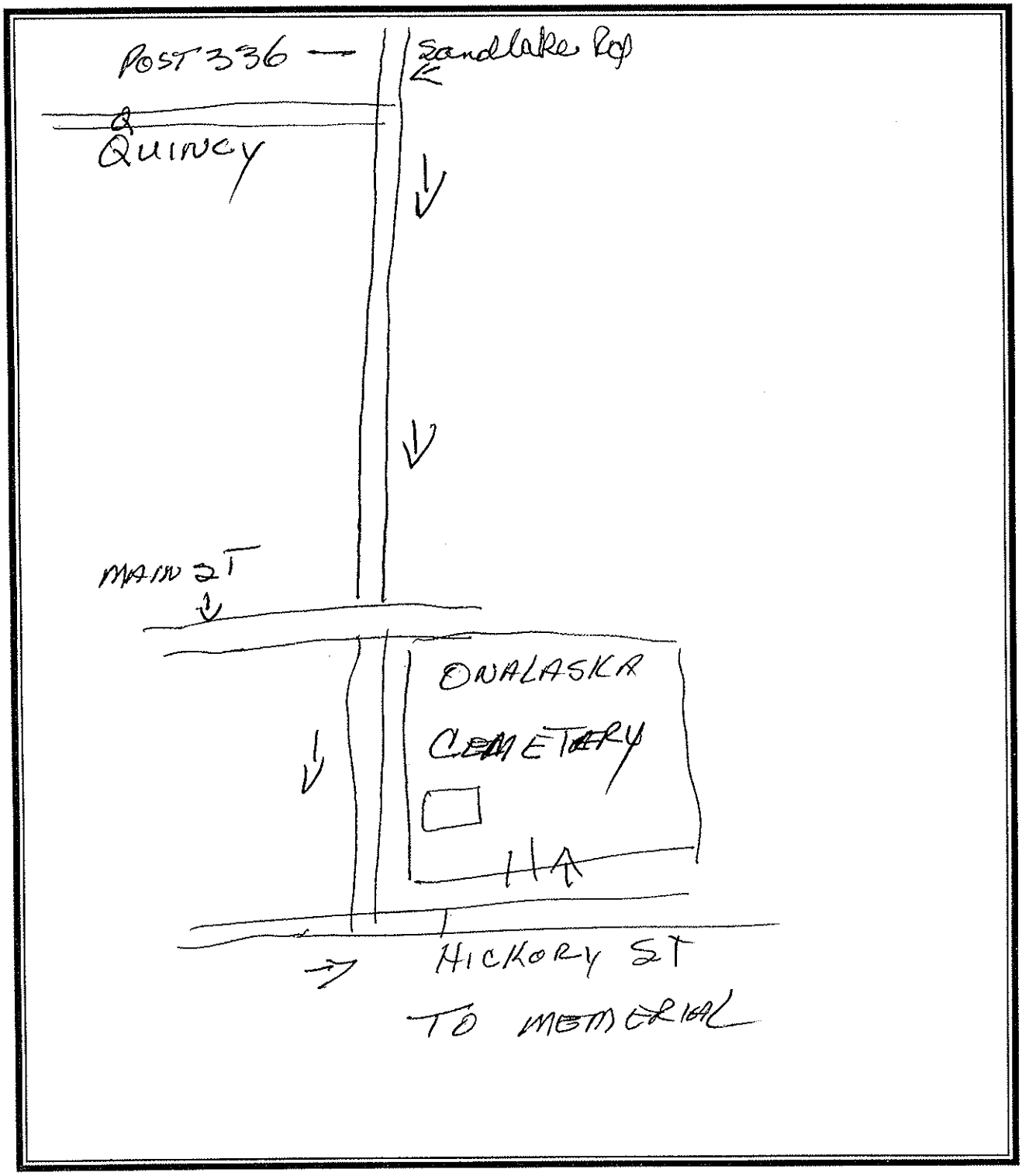
Special Class B License Required: ☐ YES ☐ NO Date of Special Class B Application: ____/____/____

Approved By A&J: ____/____/____ Date License Issued: ____/____/____ License No: _____

CITY OF ONALASKA

PLANNING DEPARTMENT, 415 MAIN STREET, ONALASKA, WI 54650
PHONE: (608) 781-9590 *FAX:* (608) 781-9506
www.cityofonalaska.com

SITE DIAGRAM SKETCH



Please sketch the proposed location of the event above or attach a site diagram. Note all buildings, parcel lines, right-of-ways, streets and alleys. Include on this map or attach a sketch of the proposed event barricades, concession stands, portable restrooms, bleachers and other structures that will be brought in for the event.

MEMORIAL DAY PARADE

Monday, May 30th, 2016

Line-up begins at 9:00 A.M.
Parade starts at 9:30 A.M.

POSITION	UNIT
1	Onalaska Police Department
2	Color Guard
3	Sons Of The American Legion
4	Auxiliary Unit 336
5	Gold Star Mothers
6	Onalaska high School Band
7	Miss Poppy
8	Mayor of Onalaska
9	Miss Onalaska/Miss Outstanding Teen
10	Marching Boy Scouts/Girl Scouts
11	Luther High School Band
12	Onalaska Fire Department

**Comments pertaining to parade - -

AMERI-9 OP ID: CM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/22/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fleis Insurance Agency Inc. PO Box 537 1824 E. Main Street Onalaska, WI 54650 Steven J. Fleis	CONTACT NAME: Linda Phillips PHONE (A/C, No, Ext): 608-783-7546 FAX (A/C, No): 608-783-5209 E-MAIL ADDRESS: Lphill@fleisinsurance.com
INSURED American Legion Post 336 Attn: Finance Officer PO Box 326 Onalaska, WI 54650	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Secura Insurance — 22543 INSURER B : Markel Insurance — 38970 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: 1 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Hired & NonOwned GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	X		CP003248557	02/05/2016	02/05/2017	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS X HIRED AUTOS SCHEDULED AUTOS X NON-OWNED AUTOS			CP003248557	02/05/2016	02/05/2017	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10000			CU003248558	02/05/2016	02/05/2017	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		MWC00745151-01	02/05/2016	02/05/2017	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 100,000 $ 100,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

731 SAND LAKE ROAD, ONALASKA, WI 54650;CLUBS/CG2013

RECEIVED
FEB 19 2016
CITY OF ONALASKA

CERTIFICATE HOLDER

CITYON1

City of Onalaska
415 Main St
Onalaska, WI 54650

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Christa M

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CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 • www.cityofonalaska.com

FIREWORKS DISPLAY PERMIT

Cost: No Charge for Display
$50 per location to sell &
Sellers Permit

Date: 2/10/16 *Application is for:* ☐ *Selling* ☒ *Displaying* ☐ *Both*

FIREWORKS DISPLAY APPLICATION

1. Event Sponsor/Organization: Rabe Wedding
2. Contact Person: Andy Wettstein Phone # 608 769-1429
3. Display Location: Omni Center
4. ~~Display Date:~~ 3-12-16 Alternate Date: n/a
5. Start Time: 7:30 Alternate Start Time: 8:30
6. Anticipated Ending Time: 8:30 Alternate End Time: 9:00
7. Fireworks Contractor/Operator: LA CROSSE SKYROCKERS INC
8. Address: 440 23RD ST N
9. Contact Person: PATRICK T. BONADURER Phone # 608-782-6737 H
10. Emergency Phone # 608-433-6097 C
11. Event Pyrotechnist/Operator Name:
    PATRICK T. BONADURER D.O.B. 10-21-1956
12. Event Pyrotechnist Assistants Name:
    MATT CARLSON D.O.B. 12-09-1984
    ANDY BEHRENS D.O.B. 01-04-1956
    WILLARD HART D.O.B. 10-31-1939
    ANDY WETTSTEIN D.O.B. 08-20-1981
    _____ D.O.B. _____

[Only the names shown above (#11 & #12) will be allowed to enter display area.]

*** * NOTE * * CERTIFICATE OF INSURANCE REQUIRED,**
*With the **City of Onalaska** listed as additional Insured.*
Original Certificate of Insurance must accompany this application

For Office use only:

☒ *Approved by Onalaska Police Department by (name)* _____ *date:* 2/24/16

☒ *Approved by Onalaska Fire Department by: (name)* _____ *date:* 2-17-16

☒ *Approved by City Clerk* _____ *date:* 2-24-16

OC#406A

13. Vehicle used to transport show: Pickup truck w/ cover
Sky Magnum

14. Anticipated departure from plant: Date: 03-12-2016 Time: 6:00

15. Anticipated arrival at display site: Date: 03-12-2016 Time: 6:30

16. Anticipated setup time needed: 2 Hours

The applicant is responsible for complying with all Federal, State and Local Laws and requirements. The Onalaska Fire Department Fireworks Permit and approval of the drawings, designs, plans and specification shall not in any way relieve the contractor/operator of the responsibility for the display. This review shall not be construed to grant approval for non-compliance with any code or ordinance enforced by any regulatory agency. Selling any fireworks, falsifying or withholding any information, failure to comply with any order of a Fire or Police Department official or failure to comply with any law or regulation will be cause for revocation of the permit, cancellation of the display, and the imposition of fines. Firing of fireworks without a valid permit shall result in a summons being issued and/or confiscation of products.

To the fullest extent permitted by law, [Fireworks Contractor/Operator] shall indemnify, defend, and hold harmless the Onalaska Fire and Police Departments and the City of Onalaska for any and all loss resulting from the fireworks and/or performance of the display required under the contract and this permit application, irrespective of whether the Fire, Police Departments and/or the City of Onalaska is found negligent or otherwise responsible.

I have read and understand the above information as well as the attached inspection checklist, requirements, and have attached all "documents required". I agree to comply with all laws, policies, codes and standards as adopted pertaining to fireworks.

Fireworks Contractor/Operator Name: (Print) PATRICK T. BONADURER

Contractor/Operator Authorized Signature: Patrick T. Bonadurer

Date of application: 02-11-2016

Additional Documentation Required:

Map of display area and spectators area
Chronological itemized list of the show, including diameter of each.
The safety zone will be established in accordance with *NFPA 1123*

02-11-2016

The La Crosse Skyrockers were asked to provide a small fireworks display for a wedding reception at the Omni Center on March 12, 2016. The bride knows nothing about the wedding and it is to be a surprise. The display would be a class "C" display consisting of small "cake" fireworks and a lancework (mini 45 second flares) heart. The cake effects would be under 1 inch diameter tubes reaching a height of 100 feet. The display would be shot to the west of the Omni Center with spectators under the canopy on the west side of the building. The La Crosse Skyrockers would set and clean up the grassy area where the show is set up. No holes would have to be dug for this display.

Cakes used in this show consist of:

4 Grand Finale	36shot ½"
4 Oriental Harbor	20 shot ½"
2 Desert Heat	16 shot 1"
2 10,000 MGH	16 shot 1"
2 Color Chaser	24 shot ¾"
2 Happy Angel (fan)	72 shot ½"
8 bndle roman candle	480 shot ½"
Lancework heart	

Any questions call Pat Bonadurer 608-433-6097

THANK YOU,

Patrick J. Bonadurer

- SHOOT SITE 150' FROM SPECTATORS

Certificate of Insurance

8941 **Issue Date:** 2/11/2016

PRODUCER	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
Professional Program Insurance Brokerage 371 Bel Marin Keys Blvd., Suite #220 Novato, California 94949	INSURERS AFFORDING COVERAGE
INSURED LaCrosse Skyrockers, Inc. P.O. Box 2223 LaCrosse, WI 54601	INSURER A: Underwriter's at Lloyd's, London INSURER B: INSURER C: INSURER D:

COVERAGES:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE NAMED INSURED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (DD/MM/YY)	POLICY EXPIRATION DATE (DD/MM/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE	PY/15-0145	9/15/2015	9/15/2016	EACH ACCIDENT	$1,000,000
					MEDICAL EXP (any one person)	
					FIRE LEGAL LIABILITY	$50,000
					GENERAL AGGREGATE	$2,000,000
					PRODUCTS-COMP/ OPS AGG	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Certificate holder is additional insured as respects the following:

Date(s) of Display:	3/12/2016
Location:	OMNI CENTER 255 RIDERS CLUB RD ONALASKA WI 54650
Additional Insured:	CITY OF ONALASKA 415 MAIN ST ONALASKA WI 54650
Rain Date(s):	
Type of Display:	Aerial Fireworks Display

CERTIFICATE HOLDER

PARKER RABE
214 VINE ST
LA CROSSE WI 54601

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXIPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER,ITS AGENTS OR REPRESENTATIVES.

Susan Rabe

AUTHORIZED REPRESENTATIVE

2/24/2016 11:25 AM

L I C E N S E M A S T E R R E P O R T

LICENSES: ALL
SORTED BY: LICENSE NUMBER
LICENSE CODES: Include: RECBURN-E
CLASSES: All
STATUS: ACTIVE
CITY LIMITS: INSIDE, OUTSIDE

EFFECTIVE
EXPIRATIC
COMMENT:
PAY STATU

ID	CODE	NAME/ PROPERTY ADDRESS		STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
01664	RECBURN-E	LAVERY	KEVIN	ACTIVE	REC BURN	2/19/2016	
2/19/16-12/31/17		545 11TH AVE N			REC BURN		
03933	RECBURN-E	CLARK	RYAN	ACTIVE	REC BURN	5/06/2014	
2/12/16-12/31/17		1208 PINE ST			REC BURN		2/12/2016

REPORT TOTALS: 2 LICENSES

CITY OF ONALASKA

PLANNING/ZONING DEPARTMENT
PH: (608) 781-9590
FAX (608) 781-9506

415 MAIN STREET
ONALASKA, WI 54650-2953
http://www.cityofonalaska.com

MEMO

Date: February 24, 2016

To: Administrative & Judiciary Committee

From: Katie Aspenson, Interim Land Use & Development Director

Re: Suspension of Rules for Judiciary Agenda Item #1

Dear Administrative & Judiciary Committee,

On February 23, 2016 the Plan Commission adopted Resolution No. 1-2016 recommending that the Common Council adopt the Comprehensive Plan prepared by the Plan Commission and Long Range Planning Committee, and adopt the Comprehensive Plan as "City of Onalaska 2015 Comprehensive Plan".

I would like to request that the rules be suspended to allow for the First, Second, Third and Final Readings of the Comprehensive Plan adoption ordinance. The process to update the Comprehensive Plan began in May 2014, with extensive public participation including a community survey, two visioning sessions, involvement of Onalaska High School and Irving Pertzsch students, an open house, formal public hearing, Committee review by the Community Development Authority, Great River Landing Committee, Historic Preservation Commission, Public Works Board, Tourism Commission, Park & Recreation Board, and monthly reviews by the Long Range Planning Committee and the Plan Commission.

The adoption of this ordinance will allow City staff to immediately begin utilizing the updated Comprehensive Plan for all new development activities in the City of Onalaska.

Thank you for your consideration,

Katie Aspenson

ORDINANCE 1534-2016

AN ORDINANCE TO ADOPT THE COMPREHENSIVE PLAN OF THE CITY OF ONALASKA, WISCONSIN

THE COMMON COUNCIL OF THE CITY OF ONALSKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Pursuant to sections 62.23(2) and (3) of the Wisconsin Statutes, the City of Onalaska is authorized to prepare and adopt a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION 2. The Common Council of the City of Onalaska, Wisconsin, has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by section 66.1001(4)(a) of the Wisconsin Statutes.

SECTION 3. The Long Range Planning Committee and Plan Commission of the City of Onalaska, Wisconsin, by a majority vote of the entire commission and committee recorded in its official minutes, has adopted a resolution recommending to the Common Council the adoption of the document entitled "City of Onalaska Comprehensive Plan," containing all of the elements specified in section 66.1001(2) of the Wisconsin Statutes.

SECTION 4. The City has held at least one public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

SECTION 5. The Common Council of the City of Onalaska, Wisconsin, does, by the enactment of this ordinance, formally adopt the document entitled, "City of Onalaska Comprehensive Plan" pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

SECTION 6. This ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published as required by law in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

{01757465.DOC}

FISCAL IMPACT OF ORDINANCE 1534 – 2016

Please route in this order

Brea Grace, Land Use & Development Director
(let Joe Barstow review all annexation ordinances)

Brea Grace 12/18/15
(signature)

☐ No Fiscal Impact

☒ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

Jarrod Holter, City Engineer

[signature] 12-18-15
(signature)

☐ No Fiscal Impact

☒ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1535-2016

AN ORDINANCE TO AMEND CHAPTER 2, SECTION 8 OF TITLE 13 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO R-MMH MOBILE HOME DISTRICT

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 13, Chapter 2, Section 8 of the City of Onalaska Code of Ordinances related to the R-MMH Mobile Home District is hereby deleted in its entirety and replaced as follows:

R-MMH Manufactured and Mobile Home District.

(a) **Intent - Where Manufactured and Mobile Home Districts Are Permitted.**

(1) Residential-Manufactured and Mobile Home (R-MMH) Zoning Districts may hereafter be established in accordance with the procedures, requirements and limitations set forth in this Chapter. Within such District, manufactured and mobile homes, with such additional supporting uses and occupancies as are permitted herein, may be established subject to the requirements and limitations set forth in these and other regulations.

(2) It is the intent of this Chapter to recognize mobile homes constructed prior to October 1, 1974, as distinct and different from units designated as Mobile Homes within the definitions of this Chapter and to prohibit units not meeting the requirements for mobile homes as defined herein. Units constructed prior to 1974 are prohibited. Mobile homes meeting the requirements of the one (1) and two (2) family building dwelling code shall not be permitted in a Residential Mobile Home (R-MMH) District except as a conditional use. Permits may be obtained only after approval by the Plan Commission and Common Council.

(3) No person shall park, locate or place any mobile home outside of a licensed mobile home park in the City of Onalaska, except unoccupied mobile homes may be parked on the lawfully situated premises of a licensed mobile home dealer for the purposes of sale display; the lawfully situated premises of a vehicle service business for purposes of servicing or making necessary repairs; the premises leased or owned by the owner of such mobile home for purposes of sales display for a period not exceeding one hundred twenty (120) days, provided no business is carried on therein, or in an accessory private garage, building or rear yard of the owner of such mobile home, provided no business is carried on therein.

(b) **Definitions.** The following definitions are used in this Chapter:

(1) **Mobile and Manufactured Home Communities/Parks.** Mean any plot or plots of ground upon which 3 or more manufactured homes or mobile homes, occupied for dwelling or sleeping purposes, are located and are distinguished from subdivisions lacking common facilities and

continuing management services. The latter would be controlled by General Subdivision Regulations, which would apply also to mobile home subdivisions without common open space or continuing management.

(2) **Residential Mobile Home.** Means a vehicle manufactured or assembled before June 15, 1976, designated to be towed as a single unit or in sections upon a highway by a motor vehicle and equipped and used, or intended to be used primarily for human habitation, with walls of rigid uncollapsable construction, which has an overall length in excess of 45 feet. It includes the mobile home structure, its plumbing, heating, air conditioning and electrical systems and all appliances and all other equipment carrying a manufacturer's warranty. **Manufactured Home.** Either a structure that is designed to be used as a dwelling with or without a permanent foundation and that is certified by the federal department of housing and urban development (HUD) as complying with the standards established under 42 USC 5401 to 5425, or a mobile home, unless a mobile home is specifically excluded under the applicable statute. It does not include a mobile recreational vehicle.

(3) **Mobile Recreational Vehicle.** A vehicle which is built on a single chassis, measures 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled, carried or permanently towable by a licensed, light-duty vehicle, licensed for highway use if registration is required and designed primarily for use not as a permanent dwelling but as a temporary living quarters for recreational, camping, travel or seasonal use.

(4) **Foundation Siding.** A fire and weather resistant, pre-finished material surrounding the entire perimeter of a home and completely enclosing a space between the exterior wall of such home and the ground. Foundation siding shall be properly vented, harmonious, and compatible with the house and installed within sixty (60) days from the date of placement on site.

(5) **Primary Exposure.** Open areas adjacent to the front wall (or main entrance) of a dwelling unit.

(6) **Secondary Exposure.** Open areas adjacent to side and rear walls of a dwelling unit.

(7) **Space.** Means a plot of ground within a manufactured or mobile home community, designed for the accommodation of one manufactured or mobile home.

(8) **Statutory Definitions.** In addition to the above definitions, definitions contained in Sec. 66.0435 of the Wis. Stats. shall also be applicable.

(9) **Unit.** Means a single manufactured or mobile home.

(c) **Minimum Dimensional Requirements for R-MMH Districts and for Individual Mobile Home Communities; Minimum Number of Lots or Spaces.**

(1) Where a R-MMH District is to be established for the development of a manufactured or mobile home community, the minimum area shall be fifteen (15) acres. The minimum number of spaces completed and ready for occupancy before first occupancy is permitted shall be established as twenty-five percent (25%) of total units permitted on zoned site.

(2) These limitations shall not apply where expansion of an existing mobile home community is concerned and where such expansion will not increase variation from requirements applying to mobile home communities, as set forth herein.

(d) **Permitted and Permissible Uses and Structures.** The following principal uses and structures are permitted within R-MMH Districts:

(1) **One-Family Detached Manufactured and Mobile Homes (Residential Mobile Home and Manufactured Home).** In mobile home communities, recreational vehicles shall not be occupied as living quarters and sales lots shall not be permitted, but dwellings may be sold on spaces they occupy in residential use.

(2) **Permitted Accessory Uses and Structures.** Uses and structures that are customarily accessory and clearly incidental to permitted principal uses and structures shall be permitted, except for those requiring specific approval as provided below.

(3) **Rental.** No mobile home site shall be rented for a period of less than thirty (30) days.

(e) **Site Plan Permit.**

(1) No person shall construct, alter, modify or extend any mobile home park or mobile home park building or facility within the limits of the City without first securing a Site Plan Permit from the City. Such permits shall be issued by the Planning Department upon approval by the Plan Commission and Common Council.

(2) Applications for Site Plan Permits shall be filed with the Planning Department with sufficient copies to investigate and review said application to determine whether the applicant, the premises on which said park will be located and the proposed design and specifications thereof and all buildings proposed to be constructed thereon will comply with the applicable regulations, Ordinances and laws of the State and City and report their findings in writing to the Common Council within sixty (60) days. Such reports shall be considered by the governing body before any permit is issued hereunder. Failure of any officer or body to report within the allotted time shall be deemed a favorable recommendation.

(3) Applications for a Site Plan shall be accompanied by a fee as set forth on the City of Onalaska Fee Schedule to cover the cost of investigation and processing, plus regular building permit fees for all buildings or structures to be erected within the proposed park.

(4) Applications shall be made on forms furnished by the Planning Department and shall include the information specified in Section 13-8-4 in addition to the following

a. Name, address, and phone number of applicant and property owner.

b. Location and legal description of the proposed park, addition, modification or extension.

c. A complete site plan and application showing compliance with all applicable provisions of this Chapter.

d. Complete preliminary engineering plans and specifications, including a scaled drawing of the proposed park showing, but not limited to:

1. Plans and specifications of all utilities, including: sewerage collection and disposal, storm water drainage, water and electrical distribution and supply, refuse storage and collection, lighting, telephone and TV antenna systems.
2. Location and width of roadways, drives and walkways, buffer strips, recreational and other common areas.
3. The location of manufactured or mobile home unit with the spaces, including a detailed sketch of at least one (1) typical space and unit therein.
4. Plans and specifications of all park buildings and structures.

e. Interest of applicant in proposed manufactured or mobile home park or extension thereof. If owner of tract is a person other than applicant, a duly verified statement by the owner that the applicant is authorized by him/her to construct and maintain the proposed park, addition, modification or extension and make the application.

f. Written statements describing proposed park operations, management and maintenance, including proposed fees and charges and other requirements to be imposed on park occupants by the park operator.

(5) Final engineering plans and specifications complying with the provisions of this Chapter and the Zoning Regulations and any modifications or conditions imposed by the governing body shall be submitted to the City Clerk and checked by the proper municipal officials for compliance before the district is approved.

(6) The procedure for creation of an R-MMH District shall be as prescribed in this Chapter, except that the standards and conditions in Sections 13-13-5-10 and 13-5-7 shall be followed.

(f) **Standard Requirements for Manufactured and Mobile Home Parks, Additions or Extensions.** All manufactured and mobile home parks and modifications of or additions or extensions to existing parks under the R-MMH District shall comply with the following:

(1) State Uniform Dwelling Code SPS 321.40 and SPS 326 and the State Electrical Code SPS 316, as now existing or hereafter amended,, are hereby made a part of this Chapter and incorporated herein by reference as if fully set forth, except that such regulations shall not be deemed to modify any requirement of this Chapter or any other applicable law or Ordinance of the State or City.

(2) The maximum number of mobile home spaces shall be ten (10) per acre and individual spaces shall not be less than four thousand (4,000) square feet in area and arranged to afford ample area for a variety of units, a setback of forty (40) feet from all public rights-of-way and ten (10) feet from any park drive or common area, including common parking areas, minimum side and rear lot setbacks of ten (10) feet, fifteen (15) feet from any other unit, building or structure. The minimum dimensions of a mobile home space shall be forty (40) feet wide by one hundred (100) feet long and no mobile home shall cover more than twenty-five percent (25%) of the space area. Accessory structures, such as awnings, cabanas, storage cabinets, carports, garages, windbreaks or attached porches shall be considered part of the unit for purposes of determining compliance with this provision. All drives, parking areas and walkways shall be of hard-surfaced material

(bituminous concrete or similar material capable of carrying a wheel load of four thousand (4,000) pounds and there shall be two (2) such surfaced automobile parking spaces for each manufactured or mobile home space. Unless adequately screened by existing vegetative cover, the park shall be screened by a vegetative buffer in the form of evergreens and/or deciduous plantings so arranged that within ten (10) years they will have formed a screen equivalent in opacity to a solid fence or wall. Such plantings shall be grown or maintained to a height of not less than fifteen (15) feet.

(3) No manufactured or mobile home park shall be laid out, constructed or operated without City water supply and sanitary sewer service. All water or sanitary sewerage facilities in any unit not connected with public water or sewer systems by approved pipe connections shall be sealed and their use is hereby declared unlawful.

(4) Individual valved water service connections shall be provided for direct use of each unit, so constructed and installed that they will not be damaged by frost or parking of the unit. Water systems shall be adequate to provide pure, potable water supply of six (6) gallons per minute at a minimum pressure of twenty (20) psi and capable of furnishing a minimum of one hundred fifty (150) gallons per unit per day. Fire hydrants shall be installed within five hundred (500) feet of every mobile home stand and park building.

(5) All liquid wastes originating at units, service or other buildings shall be discharged into a sewerage system extended from and connected with the public sewerage system. Such systems shall comply with all provisions of the State Code and City Ordinances relating to plumbing and sanitation. Each individual space shall be provided with a three (3) inch watertight sewer connection protected from damage by heaving and thawing or parking of the unit and located within the rear one-third (1/3) of the stand, with a continuous grade which is not subject to surface drainage, so constructed that it can be closed when not in use and trapped in such a manner that it can be kept odor free.

(6) Adequate provision shall be made for the disposal of solid and liquid wastes in a manner approved by the City. Open burning of waste or refuse is prohibited.

(7) All television cable systems, electrical, internet and telephone distribution lines and oil or gas piping serving the park or spaces therein shall be installed underground. Distribution systems shall be new and all parts and installations shall comply with all applicable federal, state and local codes.

(8) Each space shall be provided with a weatherproof electrical over-current protection device, disconnect means and branch service of not less than sixty (60) amperes for two hundred twenty (220) volt service located adjacent to the water and sewerage outlets. Receptacles shall be of the four (4) pole four (4) wire grounding type and have a four (4) prong attachment for one hundred ten (110) through two hundred twenty (220) volts.

(9) Condition of soil, ground water level, drainage and topography shall not create hazards to the property, health or safety of occupants of spaces or living units. The site shall not be exposed to objectionable smoke, noise, odors or other adverse influences, and no portion subject

to unpredictable and/or sudden flooding, subsidence or erosion shall be used for any purpose that would expose persons or property within or without the park to hazards.

(10) Exposed ground surfaces in all parts of every manufactured or mobile home park shall be paved or covered with stone screenings or other solid material or protected with a vegetative growth that is capable of preventing soil erosion and eliminating objectionable dust.

(11) The ground surface in all parts of every manufactured or mobile home park shall be graded and equipped to drain all surface water in a safe, sanitary and efficient manner.

(12) All parks shall be furnished with lighting so spaced and equipped with luminaries placed at such heights as will provide the following average maintained levels of illumination for the safe movement of pedestrians and vehicles at night:

a. All parts of the park street systems: 0.6 footcandles, with a minimum of 0.1 footcandles.

b. Potentially hazardous locations, such as major park street intersections and steps or stepped ramps, individually illuminated, with a minimum of 0.3 footcandles. All mobile home spaces shall abut upon a street. All streets shall be provided with a smooth, hard and dense surface, which shall be well drained under normal use and weather conditions for the area.

Pavement edges shall be curbed and protected to prevent raveling of the wearing surface and shifting of the pavement base. Grades of streets shall be sufficient to insure adequate surface drainage but not more than eight percent (8%), provided a maximum grade of twelve percent (12%) may be used if approved by the street superintendent, as safe and designed to avoid traffic hazards. Streets shall be at approximately right angles within one hundred (100) feet of an intersection. Intersections of more than two (2) streets at one (1) point shall not be allowed. A distance of at least one hundred fifty (150) feet shall be maintained between centerlines of offset intersecting streets.

(14) All parks shall be provided with pedestrian walks between individual mobile homes, park streets and community facilities of not less than three (3) feet in width. Walks in locations where pedestrian traffic is concentrated shall be a minimum of three and one-half (3 ½) feet wide. Grade and surfacing of walks shall be approved by the City Engineer as safe and comparable to sidewalks in other areas of the municipality subject to similar usage.

(15) All mobile home parks shall have a greenbelt or buffer strip not less than twenty (20) feet wide along all boundaries. Unless adequately screened by existing vegetative cover, all manufactured and mobile home parks shall be provided within such greenbelt or buffer strip with screening of natural growth or screen fence, except where the adjoining property is also a mobile home park. Compliance with this requirement shall be made prior to granting Occupancy Permits. Permanent plantings shall be grown and maintained at a height of not less than fifteen (15) feet.

(16) In all mobile home parks, there shall be one (1) or more recreation areas easily accessible to all park residents. No single recreation area shall contain less than two thousand five hundred (2,500) square feet

unless each mobile home site is provide with contiguous common recreational area not less than twenty (20) feet wide at the narrowest dimension. Recreation areas shall be so located as to be free of traffic hazards and convenient to mobile home spaces, which they serve.

(17) Single-family nondependent manufactured or mobile homes and approved accessory structures included in the original plans and specifications or revisions thereof, parks, playgrounds, open space, off-street parking lots, one (1) park office and service and/or storage buildings for exclusive use of park residents shall be the only permitted uses in mobile home parks, provided the Common Council may approve the following uses when designed and limited to exclusive use of park residents:
   a. Laundromats.
   b. Clubhouses and facilities for private, social or recreation clubs.
   c. Swimming pools.

(18) All manufactured or mobile home parks shall be provided with safe and convenient vehicular access from abutting public streets or roads to each space.

(19) Entrances to parks shall be designed to minimize congestion and traffic hazards and allow free movement of traffic on adjacent streets.

(g) **Mobile Home Park Operator's License.**

(1) It shall be unlawful for any person to establish, operate, maintain or administer or permit to be established, operated or maintained upon any property owned, leased or controlled by them a manufactured or mobile home park within the City without a valid, unexpired Mobile Home Park License as set forth 7-17-2 of the City of Onalaska Ordinances.

(h) **Operation of Manufactured and Mobile Home Parks; Responsibilities of Park Management.**

(1) In every manufactured or mobile home park there shall be located an office of the attendant or person in charge of said park. A copy of the park license and of this Chapter shall be posted therein and the park register shall, at all times, be kept in said office.

(2) The attendant or person in charge and the park licensee shall operate the park in compliance with this Chapter and regulations and Ordinances of the City and State and their agents or officers and shall have the following duties:
   a. Maintain a register of all park occupants, to be open at all times to inspection by state, federal and municipal officers, which shall show:
      1. Names and addresses of all owners and occupants of each manufactured or mobile home.
      2. Number of children of school age.
      3. State of legal residence.
      4. Dates of entrance and departure of each manufactured mobile home.
      5. Make, model, year and serial number or license number of each manufactured or mobile home and towing or other motor vehicles and state, territory or country which issued such licenses.
      6. Place of employment of each occupant, if any.

b. Notify park occupants of the provisions of this Chapter and inform them of their duties and responsibilities and report promptly to the proper authorities any violations of this Chapter or any other violations of law that may come to their attention.
c. Report to the Health Officer all cases of persons or animals affected or suspected of being affected with any dangerous communicable disease.
d. Supervise the placement of each manufactured or mobile home on its stand, which includes securing its stability and installing all utility connections and tie downs.
e. Maintain park grounds, buildings and structures free of insect and rodent harborage and infestation and accumulations of debris, which may provide rodent harborage or breeding places for flies, mosquitoes and other pests.
f. Maintain the park free from growth of noxious weeds.
g. Maintain the park free of litter, rubbish and other flammable materials; provide portable fire extinguishers of a type approved by the Fire Chief in all locations designated by the Chief and maintain such extinguishers in good operating condition and cause every area within the park designated as a fire lane by the Fire Chief to be kept free and clear of obstructions.
h. Check to insure that every manufactured and mobile home unit has furnished, and in operation, a substantial, fly-tight, watertight, rodent proof container for the deposit of garbage and refuse in accordance with the Ordinances of the City and the regulations of the Building Inspector.
i. The management shall provide stands for all refuse and garbage containers so designed as to prevent tipping and minimize spillage and container deterioration and facilitate cleaning.
j. Provide for the sanitary and safe removal and disposal of all refuse and garbage at least weekly. Removal and disposal of garbage and refuse shall be in accordance with the laws of the State of Wisconsin and the Ordinances and regulations of the City, including regulations promulgated by the Building Inspector and the Fire Chief.
k. Allow inspections of park premises and facilities at reasonable times by municipal officials or their agents or employees as provided by Section 13-2-8(j)(2) of this Chapter.

(i) **Responsibilities and Duties of Mobile Home Park Occupants.**

(1) Park occupants shall comply with all applicable requirements of this Chapter and regulations issued hereunder and shall maintain their space, its facilities and equipment in good repair and in a clean and sanitary condition.

(2) Park occupants shall be responsible for proper placement of their manufactured or mobile homes on its space and proper installation of all utility connections in accordance with the instructions of the park management.

(3) No owner or person in charge of a dog, cat or other pet animal shall permit it to run at large or to cause any nuisance within the limits of any manufactured or mobile home park.

(4) Each owner or occupant of a nonexempt manufactured or mobile home within a manufactured or mobile home park shall remit to the licensee or authorized park management the cash deposit and monthly parking permit fee.

(5) It shall be the duty of every occupant of a park to give the park licensee or management, or their agent or employee, access to any part of such park or mobile home premises at reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with this Chapter or any law or Ordinance of the State or City or lawful regulation or order adopted thereunder.

(6) Manufactured or mobile homes shall be parked only on the stands provided and shall be placed thereon in accordance with all requirements of this Chapter.

(7) No manufactured or mobile home owner or occupant shall conduct in any unit or any manufactured or mobile home park any business or engage in any other activity that would not be permitted in single-family residential areas in the City.

(8) No person shall discharge any wastewater on the surface of the ground within any manufactured or mobile home park.

(9) No person shall erect or place upon any space any permanent or temporary structure intended to be used for dwelling purposes or in connection with any manufactured or mobile home unit except as specifically authorized by this Chapter.

(j) **Additional Regulations on Mobile Homes and Mobile Home Parks.**

(1) Wrecked, damaged or dilapidated manufactured and mobile homes shall not be kept or stored in any manufactured or mobile home park or upon any premises in the City. The Department of Inspection shall determine if a mobile home is damaged or dilapidated to a point which makes it unfit for human occupancy. Such manufactured or mobile homes are hereby declared to be a public nuisance. Whenever the Department of Inspection so determines, it shall notify the licensee or landowner and owner of the manufactured or mobile home in writing that such public nuisance exists within the park or on lands owned by them giving the findings upon which its determination is based and shall order such home removed from the park or site or repaired to a safe, sanitary and wholesome condition of occupancy within a reasonable time, but not less than thirty (30) days.

(2) The, Department of Inspection, Fire Chief or their lawful agents or employees are authorized and directed to inspect manufactured or mobile home parks not less than once in every twelve (12) month period to determine the health, safety and welfare of the occupants of the park and inhabitants of the City as affected thereby and the compliance of structures and activities therein with this Chapter and all other applicable laws of the State and Ordinances of the City.

(3) Fires in manufactured or mobile home parks shall be made only in stoves and other cooking or heating equipment intended for such purposes. Outside burning is prohibited except by permit and subject to requirements or restrictions of the Fire Chief.

(4) All plumbing, building, electrical, oil or gas distribution, alterations or repairs in the park shall be in accordance with the regulations of applicable laws, Ordinances and regulations of the State and municipalities and their authorized agents.

(5) All manufactured or mobile homes in manufactured or mobile home parks shall be skirted unless the unit is placed within one (1) foot vertically of the stand with soil or other material completely closing such space from view and entry by rodents and vermin. Areas enclosed by such skirting shall be maintained free of rodents and fire hazards.

(6) No person shall construct, alter or add to any structure, attachment or building in a manufactured or mobile home park or on a manufactured or mobile home space without a permit from the Department of Inspection. Construction on, or addition or alteration to the exterior of a manufactured or mobile home shall be of the same type of construction and materials as the mobile home affected. This Subsection shall not apply to addition of awnings, antennas or skirting to mobile homes. Accessory structures on manufactured and mobile home spaces shall comply with all setback, side yard and rear yard requirements for manufactured and mobile home units.

(7) Storage under mobile homes is prohibited.

(k) **Compliance with Plumbing, Electrical and Building Ordinances.** All plumbing, electric, electrical, building and other work on or at any manufactured or mobile home park under this Chapter shall be in accordance with the Ordinances of the City and the requirements of the State Plumbing, Electrical and Building Codes and the regulations of the State Board of Health. Licenses and permits granted under this Chapter grant no right to erect or repair any structure, to any plumbing work or to do any electric work.

(l) **Limitations on Signs.** In connection with Manufactured or Mobile Home Communities within the R-MMH District, no sign intended to be read from any public way adjoining the district shall be permitted except:

(1) No more than one (1) sign, not exceeding twenty-four (24) square feet in area, for each park entrance, a maximum of fifteen (15) feet in height.

(2) No source of illumination for any such signs shall be directly visible from adjoining streets or residential property, and no such signs shall be erected within five (5) feet of any exterior property line.

(m) **Common Recreational Facilities.**

(1) No less than ten percent (10%) of the total area of any manufactured or mobile home community established under these regulations shall be devoted to common recreational areas and facilities, such as playgrounds, swimming pools, community buildings, ways for pedestrians and cyclists away from streets and play areas for small children for other recreational areas in block interiors. At least one (1) principal recreation and community center shall contain not less than five percent (5%) of the total area of the community.

(2) To be countable as common recreational area, interior-block ways for pedestrians or cyclists shall form part of a system leading to principal destinations. Such ways may also be used for installations of utilities.

(3) Common recreational area shall not include streets or parking areas, shall be closed to automotive traffic except for maintenance and

service vehicles, and shall be improved and maintained for the uses intended.

(n) **Standards for General Site Planning for Mobile Home Communities.** The following guides, standards and requirements shall apply in site planning for mobile home communities:

(1) **Principal Vehicular Access Points.** Principal vehicular access points shall be designed to encourage smooth traffic flow with controlled turning movements and minimum hazards to vehicular or pedestrian traffic. Merging and turnout lanes and/or traffic dividers shall be required where existing or anticipated heavy flows indicate need. In general, minor streets shall not be connected with streets outside the district in such a way as to encourage the use of such minor streets by substantial amounts of through traffic. No lot within the community shall have direct vehicular access to a street bordering the development.

(2) **Access for Pedestrians and Cyclists.** Access for pedestrians and cyclists entering or leaving the community shall be by safe and convenient routes. Such ways need not be adjacent to or limited to the vicinity of vehicular access points. Where there are crossings of such ways and vehicular routes at edges of planned developments, such crossings shall be safety located, marked and controlled and where such ways are exposed to substantial vehicular traffic at edges of communities, safeguards may be required to prevent crossings except at designated points. Bicycle paths, if provided, shall be so related to the pedestrian way system that street crossings are combined.

(3) **Protection of Visibility-Automotive Traffic, Cyclists and Pedestrians.** At intersections of any streets, public or private, the provisions of Section 13-1-90 shall apply and is hereby adopted by reference. Where there is pedestrian or bicycle access from within the community to a street at its edges by paths or across yards or other open space without a barrier to prevent access to the street, no material impediment to visibility more than two and five-tenths (2.5) feet above ground level shall be created or maintained within twenty-five (25) feet of said street unless at least twenty-five (25) feet from said access measured at right angles to the path.

(4) **Exterior Yards for Mobile Home Communities; Minimum Requirements; Occupancy.** The following requirements and limitations shall apply to yards at the outer edges of mobile home communities:

a. **Along Public Streets.** Where R-MMH communities adjoin public streets along exterior boundaries, a yard at least twenty-five (25) feet in minimum dimensions shall be provided adjacent to such streets. Such yard may be used to satisfy open space depth requirements for individual dwellings but shall not contain carports, recreational shelters, storage structures or any other structures generally prohibited in yards adjacent to streets in residential districts. No direct vehicular access to individual lots shall be permitted through such yards, and no group parking facilities or active recreation areas shall be allowed therein.

b. **At Edges of R-MMH Districts (Other Than at Streets or Alleys).** Where R-MMH communities are so located that one (1) or more boundaries are at the edges of R-MMH Districts and adjoining neighboring districts without an intervening street, alley or other permanent open space at least twenty (20) feet in width, an exterior yard at least twenty (20) feet in minimum dimension shall be provided. Where the adjoining district is residential, the same limitations on occupancy and use of such yards shall apply as stated above concerning yards along public streets. Where the adjoining district is nonresidential, such yards may be used for group or individual parking, active recreation facilities or carports, recreational shelters or storage structures.

(5) **Ways for Pedestrians and/or Cyclists in Exterior Yards.** In any exterior yard, required or other, ways for pedestrian and/or cyclists may be permitted, if appropriately located, fenced or landscaped to prevent potential hazards arising from vehicular traffic on adjacent streets or other hazards and annoyances to users or to occupants of adjoining property. When otherwise in accord with the requirements concerning such ways set forth above, approved ways in such locations shall be counted as common recreation facilities and may also be used for utilities easements.

(6) **Internal Relationships.** The site plan shall provide for safe, efficient, convenient and harmonious groupings of structures, uses and facilities, and for appropriate relation of space inside and outside buildings to intended uses and structural features. In particular:

a. **Streets, Drives and Parking and Service Areas.** Streets, drives and parking and service areas shall provide safe and convenient access to dwellings and community facilities and for service and emergency vehicles, but streets shall not be so laid out as to encourage outside traffic to traverse the community, nor occupy more land than is required to provide access as indicated, nor create unnecessary fragmentation of the community into small blocks. In general, block size shall be the maximum consistent with use, the shape of the site and the convenience and safety of the occupants.

b. **Vehicular Access to Streets.** Vehicular access to streets from off-street parking areas may be direct from dwellings if the street or portion of the street serves fifty (50) units or less. Determination of units served shall be based on normal routes anticipated for traffic. Along streets or portions of streets serving more than fifty (50) dwelling units, or constituting major routes to or around central facilities, access from parking and service areas shall be so combined, limited, located, designed and controlled as to channel traffic conveniently, safely and in a manner that minimizes marginal traffic friction, and direct vehicular access from individual dwellings shall generally be prohibited.

c. **Ways for Pedestrians and Cyclists; Use by Emergency, Maintenance or Service Vehicles.**

1. Walkways shall form a logical, safe and convenient system for pedestrian access to all dwellings, project facilities and principal off-street pedestrian destinations. Maximum walking

distance in the open between dwelling units and related parking spaces, delivery areas and trash and garbage storage areas intended for use of occupants shall not exceed one hundred (100) feet.

2. Walkways to be used by substantial numbers of children as play areas or routes to school, bus stops or other destinations shall be so located and safeguarded as to minimize contracts with normal automotive traffic. If an internal walkway system is provided, away from streets, bicycle paths shall be incorporated in the walkway system. Street crossings shall be held to a minimum on such walkways and shall be located and designated to provide safety and shall be appropriately marked and otherwise safeguarded. Ways for pedestrians and cyclists, appropriately located, designed and constructed may be combined with other easements and used by emergency, maintenance or service vehicle but shall not be used by other automotive traffic.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1535 – 2016

Please route in this order

Brea Grace, Land Use & Development Director
(let Joe Barstow review all annexation ordinances)

Brea Grace 12/22/15
(signature)

☐ No Fiscal Impact

☒ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

Jarrod Holter, City Engineer

C. Jarrod Holter 12-23-15
(signature)

☐ No Fiscal Impact

☒ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

Fred Buehler, Financial Services Director

Fred Buehler 12-26-15
(signature)

☐ No Fiscal Impact

☒ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1537-2016

AN ORDINANCE TO AMEND CHAPTER 4 OF TITLE 7, SECTION 4 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REGISTRATION OF DIRECT SELLERS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 4, Section 4, Subsection (c)(1), of the City of Onalaska Code of Ordinances related to the Regulation of Taxicabs is hereby deleted in its entirety and replaced as follows:

(1) At the time the registration is returned, a fee shall be paid to the City Clerk to cover the cost of processing said registration. Each and every member of a group must file a separate registration form. The fee for a direct seller's, solicitor's or canvasser's license shall be as set forth on the City of Onalaska Fee Schedule. All license fees will be reviewed annually. All persons within a group must comply with the other provisions of this Chapter. A license granted hereunder shall be valid for a period of (90) days from the date of issuance.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1537 – 2016

Please route in this order

Cari Burmaster, City Clerk

Cari Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1538-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 7, SECTION 11 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO TRANSFER AND LAPSE OF LICENSE

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 2, Section 11, of the City of Onalaska Code of Ordinances related to the Transfer and Lapse of License is hereby deleted in its entirety and replaced as follows:

(a) In accordance with the provisions of Section 125.04(12), Wis. Stats., a license shall be transferable from one premises to another if such transfer is first approved by the Common Council. An application for transfer shall be made on a form furnished by the City Clerk. Proceedings for such transfer shall be had in the same form and manner as the original application. The fee for such transfer shall be set forth on the City of Onalaska Fee Schedule. Whenever a license is transferred, the City Clerk shall forthwith notify the Wisconsin Department of Revenue of such transfer. In the event of the sale of a business or business premises of the licensee, the purchaser of such business or business premises must apply to the City for reissuance of said license and the City, as the licensing authority, shall in no way be bound to reissue said license to said subsequent purchaser.

(b) In accordance with the provisions of Section 125.04(6), Wis. Stats., a licensee may appoint a successor agent to act in the agent's place for the remainder of the license year or until another agent is appointed. The fee for appointing a successor agent shall be as set forth on the City of Onalaska Fee Schedule. Whenever the agent of a corporate holder of a license is for any reason replaced, the licensee shall give the City Clerk written notice of said replacement, the reasons therefor and the new appointment along with the fee as set forth on the City of Onalaska Fee Schedule. Until the next regular meeting or special meeting of the Common Council, the successor agent shall have the authority to perform the functions and be charged with the duties of the original agent. However, said license shall cease to be in effect upon receipt by the City Clerk of notice of disapproval of the successor agent by the Wisconsin Department of Revenue or other peace officer of the municipality in which the license was issued. The corporation's license shall not be in force after receipt of such notice or after a regular or special meeting of the Common Council until the successor agent or another qualified agent is appointed and approved by the City and the Wisconsin Department of Revenue."

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1538 – 2016

Please route in this order

Cari Burmaster, City Clerk

Cari Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1539-2016

AN ORDINANCE TO AMEND CHAPTER 3 OF TITLE 7, SECTION 2 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO CIGARETTE LICENSE

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 3, Section 2, Subsection (b) of the City of Onalaska Code of Ordinances related to the Cigarette License is hereby deleted in its entirety and replaced as follows:

(b) **Application for License;** Fee.. Every person, form or corporation desiring a license under this Section shall file with the City Clerk a written application therefore, stating the name of the person and the place for which such license is desired. Each license shall be filed by the City Clerk and shall name the licensee and the place wherein he is authorized to do business, and the same shall not be delivered until the applicant shall pay to the City Clerk a license fee as set forth on the City of Onalaska Fee Schedule.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1539 – 2016

Please route in this order

Cari Burmaster, City Clerk

Cari Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1540-2016

AN ORDINANCE TO AMEND CHAPTER 6 OF TITLE 7, SECTION 1 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REGULATION OF TAXICABS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 6, Section 1, Subsection (d), of the City of Onalaska Code of Ordinances related to the Regulation of Taxicabs is hereby deleted in its entirety and replaced as follows:

(d) The taxicab business license fee shall be as set forth on the City of Onalaska Fee Schedule and shall be paid annually. The taxicab business license shall be reviewed annually.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1540 – 2016

Please route in this order

Cari Burmaster, City Clerk

Cari Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1541-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 7, SECTION 18 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO CLASS "A" AND CLASS "B" OUTDOOR VENTUE LICENSE

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 2, Section 18, Subsection (a) of the City of Onalaska Code of Ordinances related to the Requirements for Class "A" and Class "B" Outdoor Venue License is hereby deleted in its entirety and replaced as follows:

Sec. 7-2-18 Requirements for Class "A" and Class "B" Outdoor Venue License

(a) Application. Application for such licenses shall be made in writing to the City Clerk not less than fifteen (15) days prior to the meeting of the Common Council at which the application will be considered and must include a plan or diagram that particularly describes the outdoor venue area. Each applicant shall pay the required license fee as set forth on the City of Onalaska Fee Schedule at the time of the filing of the original application, renewals thereafter shall be annually and shall require a fee as set forth on the City of Onalaska Fee Schedule. All property owners within one hundred fifty (150) feet of the proposed premises for an Outdoor Venue License shall receive notice of the pendency of the original application by first class mail.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1541 – 2016

Please route in this order

Cari Burmaster, City Clerk

Cari Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1542-2016

AN ORDINANCE TO AMEND CHAPTER 5 OF TITLE 7, SECTION 4 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO HOTEL/MOTEL PERMITS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 5, Section 4, of the City of Onalaska Code of Ordinances related to the Permit Required is hereby deleted in its entirety and replaced as follows:

7-5-4 Permit Required.

Every person furnishing rooms or lodging under Section 7-5-2 shall file with the City Clerk an application for a permit for each place of business. Every application for a permit shall be made upon a form prescribed by the City Clerk and shall set forth the name under which the applicant transacts or intends to transact business, the location of his place of business, and such other information as the City Clerk requires. The application shall be signed by the owner if a sole proprietor, and, if not a sole proprietor, by the person authorized to act on behalf of such owner(s). At the time of making an application, the applicant shall pay to the City Clerk a fee as set forth on the City of Onalaska Fee Schedule for a one year permit or a two year permit, said fee to be reviewed annually. The permit shall be obtained annually (or every two years if so selected) and be valid for the period of July 1 to June 30 of each year.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1542 – 2016

Please route in this order

Cari Burmaster, City Clerk

Cari Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1544-2016

AN ORDINANCE TO AMEND CHAPTER 1 OF TITLE 10, SECTION 34 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REMOVAL OF ILLEGALLY PARKED VEHICLES

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title10, Chapter 1, Section34, of the City of Onalaska Code of Ordinances related to Removal of Illegally Parked Vehicles is hereby deleted in its entirety and replaced as follows:

Sec. 10-1-34 Removal of Illegally Parked Vehicles.

(a) **Hazard to Public Safety.** Any vehicle parked, stopped or standing upon a highway or public parking lot or ramp in violation of any of the provisions of this Chapter is declared to be a hazard to traffic and public safety.
(b) **Removal by Operator.** Such vehicle shall be removed by the operator in charge, upon request of any traffic officer, to a position where parking is permitted or to a private or public parking or storage premises.
(c) **Removal by Traffic Officer.** Any traffic officer after issuing a citation for illegal parking, stopping or standing of an unattended vehicle in violation of this Chapter, is authorized to remove such vehicle to a position where parking is permitted.
(d) **Removal by Private Towing Service.**

a. **Removal from Public Property.** The officer may order a motor carrier holding a permit to perform vehicle towing services, a licensed motor vehicle salvage dealer or a licensed motor vehicle dealer who performs vehicle towing services ("Towing Service") to remove and store such vehicle in any public storage garage or rental parking grounds or any facility of the person providing the towing services.

b. **Removal from Posted Private Property**. A Towing Service may, at the request of a private property owner who has posted private no parking signs in compliance with Wisconsin Statutes §349.13 as may be amended, remove and store such vehicle at the facility of the Towing Service.

c. **Removal from Non-Posted Private Property.** A Towing Service may, at the request of a private property owner who has ***not*** posted private no parking signs in compliance with Wisconsin Statutes on their property, remove and store such vehicle only after a citation for illegal parking has been issued by a law enforcement officer.

d. **Notification to the Police Department.** Prior to removal of a vehicle from private property in the City the Towing Service shall provide the City of Onalaska Police Department with notice by electronic mail, the following information:

1. Name and telephone number of the towing service.
2. Make and model of the vehicle being removed.
3. The license plate number of the vehicle being removed, unless license plates are not attached to the vehicle.
4. The vehicle identification number of the vehicle being removed, unless the vehicle identification number is not visible through the vehicle windshield adjacent to the left windshield pillar.

(e) **Towing and Storage Charges.** In addition to other penalties provided in this Chapter, the owner or operator of a vehicle so removed shall pay the actual cost of moving, towing and storage. If the vehicle is towed or stored by a Towing Service, actual charges regularly paid for such services shall be paid including a municipal services fee as set forth on the City of Onalaska Fee Schedule which shall be paid to the Towing Service and remitted by the Towing Service to the City of Onalaska. If the vehicle is stored in a public storage garage or rental facility, customary charges for such storage shall be paid. Upon payment, a receipt shall be issued to the owner of the vehicle for the towing or storage charge.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this ____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1544 – 2016 **Please route in this order**

Jeff Trotnic, Chief of Police _____
(signature)

☑ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

CITY OF ONALASKA

PLANNING/ZONING DEPARTMENT

415 MAIN STREET
ONALASKA, WI 54650-2953
PH: (608) 781-9500
FAX (608) 781-9506
http://www.cityofonalaska.com

MEMO

Date: February 24, 2016

To: Administrative & Judiciary Committee

From: Katie Aspenson, Interim Land Use & Development Director

Re: Suspension of Rules for Agenda Item #10

Dear Administrative & Judiciary Committee,

Agenda Item #10 regarding the rezoning application made by Steven Jirsa, 1024 Monroe Street, has been requested by the applicant that the rules be suspended to allow for the First, Second, Third and Final Readings of the ordinance amendment. The reason for this request is to allow Mr. Jirsa the ability to refinance his home loan in a timely manner, as this cannot occur until the property is appropriately zoned Single Family and/or Duplex Residential. Currently Mr. Jirsa's residence is considered a non-conforming use in the existing Public & Semi-Public Zoning District. The rezoning request has been approved unanimously by both the Plan Commission and Common Council to date.

Thank you for your consideration,

Katie Aspenson

ORDINANCE NO. 1545 2016

AN ORDINANCE TO REZONE PROPERTY LOCATED IN SECTION 04 TOWNSHIP 16, RANGE 7 IN THE CITY OF ONALASKA, LA CROSSE COUNTY WISCONSIN FROM PUBLIC & SEMI-PUBLIC (P-1) TO SINGLE FAMILY RESIDENTIAL AND/OR DUPLEX RESIDENTIAL (R-2)

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. The zoning map which is part of the zoning ordinance, Chapter 1 of Title 13 of the Code of Ordinances of the City of Onalaska is hereby amended to rezone the properties described below from Public and Semi Public (P-1) to Single Family and/or Duplex Residential (R-2).

Property is more particularly described as:
Computer Number: 18-1187-0

ASSESSORS PLAT OF ONALASKA PRT OUTLOT 165 COM SW COR SE-SW SEC 4 N26ME 358.22FT S88D58ME 329.96FT TO POB S88D58ME 66FT S26MW 144FT N88D58MW 66FT N26ME 144FT TO POB & E 10FT LOT 4 BLOCK 1 E.C. HOUGEN ADDN

SECTION II. The office of the City Engineer is hereby directed to make the above-described zoning changes on the official City of Onalaska zoning map.

SECTION III. This Ordinance shall take effect and be in force from and after its passage and publication.

Dated this _____ day of _____, 2016.

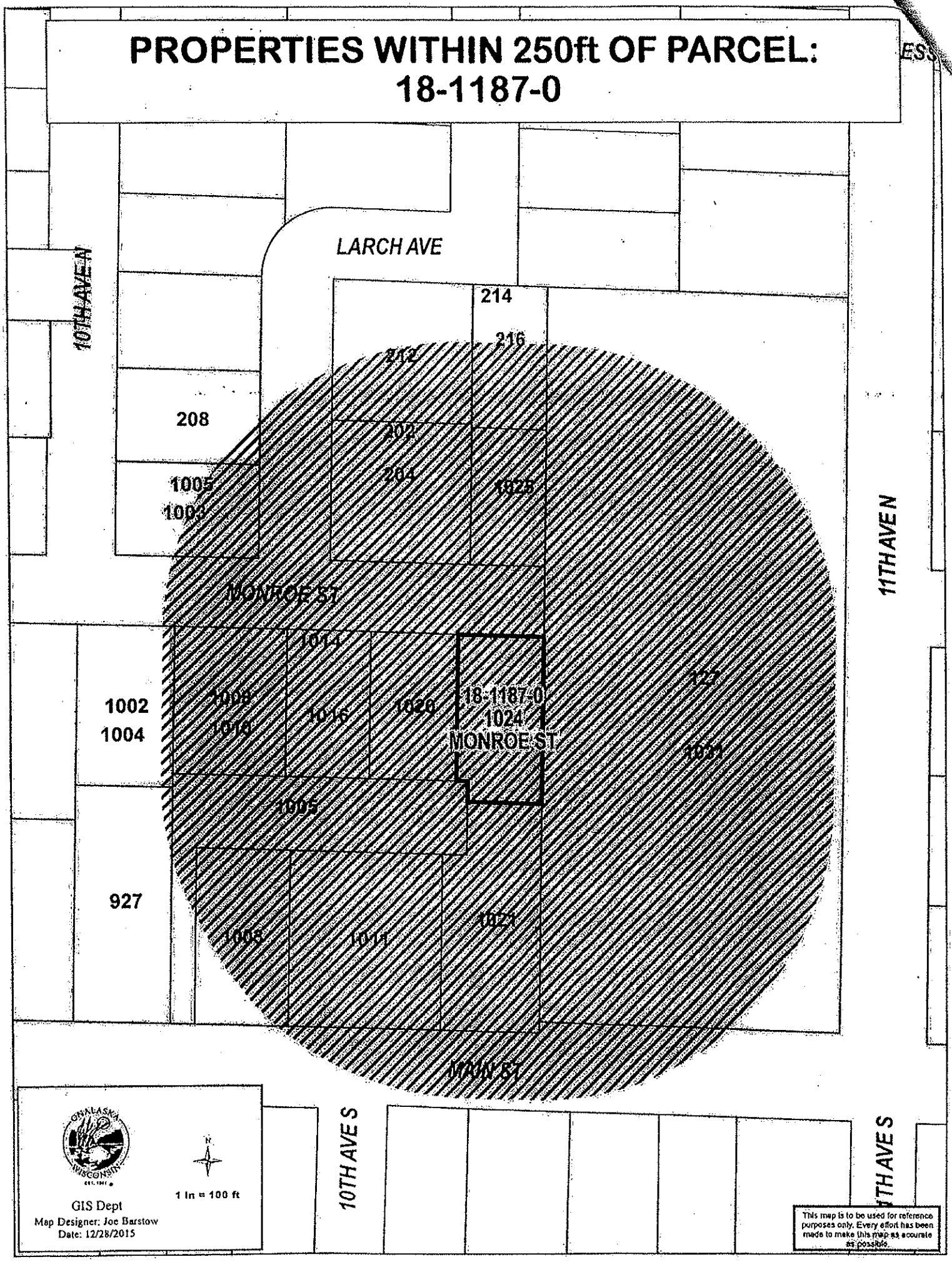
CITY OF ONALASKA

By:_____
Joe Chilsen, Mayor

By:_____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

PROPERTIES WITHIN 250ft OF PARCEL: 18-1187-0



ORDINANCE NO. 1546-2016

AN ORDINANCE TO AMEND CHAPTER 4 OF TITLE 2, SECTION 7 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO THE TOURISM COMMISSION

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 2, Chapter 4, Section 7, of the City of Onalaska Code of Ordinances related to the Onalaska Tourism Commission is hereby deleted in its entirety and replaced as follows:

Sec. 2-4-7 Room Tax Commission.

(a) **Membership and Organization.** The Room Tax Commission shall consist of five (5) members who shall be selected as follows: One (1) member of the Common Council of the City of Onalaska shall be appointed by the Mayor and confirmed by the Council. Two (2) members shall be appointed by the Mayor who are residents of the City of Onalaska and are owners or managers of businesses located in the City of Onalaska and who are not members of the Common Council, subject to confirmation by the Council. One (1) member shall be a representative of the Wisconsin hotel and motel industry. One (1) member shall be either a member of the Common Council of the City of Onalaska or a citizen residing in the City of Onalaska who shall be appointed by the Mayor and confirmed by the Council. All members of the commission shall serve for a one (1) year term from the date of appointment. Any vacancies occurring on the Room Tax Commission shall be filled by appointment by the Mayor, subject to confirmation of the Council. Any person so appointed shall serve the balance of the term of the person causing the vacancy. The Commission shall choose a Chairperson, Vice-Chairperson and such other officers as it deems appropriate.

(b) **Meetings.** Meetings may be held under call of the Chairperson of the Commission or if requested in writing by three (3) members of the Commission filed with the City Clerk, in which event, the City Clerk shall notify all members of the coming meeting. At least twenty-four (24) hours' notice shall be allowed under this procedure. The City Clerk shall give written notice of each meeting to the Mayor and to all members of the Room Tax Commission. Three (3) members shall constitute a quorum. Such regular meetings shall be open to the public.

(c) **Powers.** The Room Tax Commission shall require for all organizations, whether private or governmental, who receive funds hereunder, an annual accounting of the application of all room tax funds designated for tourism development and tourism promotion ("Tourism Funds"). The Room Tax Commission shall designate the use of all Tourism Funds of the City of the Onalaska.

(d) **Statutory Authority.** The Room Tax Commission shall be the entity in which room tax is allocated for the City of Onalaska pursuant to Wis. Stat. 66.0615 as may be amended from time to time.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1546 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

Name Change

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1547-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 6, SECTION 2 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO SIDEWALK PERMIT REQUIRED

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 6, Chapter 2, Section 2, Subsection (d)(1) of the City of Onalaska Code of Ordinances related to Sidewalk Permit Required is hereby deleted in its entirety and replaced as follows:

> (d) **Sidewalk Permit Required.**
>
> (1) No person shall hereafter lay, remove, replace or repair any public sidewalk within the City unless they are under contract with the City to do such work or has obtained a permit therefore from the Inspection Department at least (3) ays before the work is proposed to be undertaken. A fee as set forth on the City of Onalaska Fee Schedule shall be charged for such permit. The permit shall be issued upon application forms provided by the City and shall contain such information as the Inspection Department shall deem necessary.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1547 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

Fee removed

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1548-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 2, SECTION 11 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO SPECIAL MEETINGS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 2, Chapter 2, Section 11, Subsection (b) of the City of Onalaska Code of Ordinances related to Special Meetings is hereby deleted in its entirety and replaced as follows:

Sec. 2-2-11 Special Meetings.

(b) Non-governmental parties requesting a special meeting of the Council shall pay a fee as set forth on the City of Onalaska Fee Schedule for such a meeting.
State Law Reference: Sec. 62.11(2), Wis. Stats.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1548 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☑ No Fiscal Impact

fee removed

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1549-2016

AN ORDINANCE TO AMEND CHAPTER 11 OF TITLE 7, SECTION 1 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO TRANSIENT AND TEMPORARY PUBLIC ENTERTAINMENTS.

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 11, Section 1, Subsection (d) of the City of Onalaska Code of Ordinances related to Transient and Temporary Public Entertainments is hereby deleted in its entirety and replaced as follows:

(d) **Requirements.**

(1) **Insurance Required.** No license shall be granted unless the applicant therefor shall have filed with the City Clerk a public liability insurance policy in a sum as set by the City Clerk from time to time, with the condition that the applicant shall indemnify and save harmless the City and its officers and agents and citizens against any injuries and damages resulting or arising from the conducting of any carnival for which the license is issued or from the performance by the applicant or his agents of any negligence incident to or connected with the conduct of such carnival and that the applicant shall pay all judgments, costs and charges that may be recovered against the City or any of its officers or agents by reason of the conduct of such carnival.

(2) **License Fee Required.** No permit shall be issued unless applicant pays the applicable permit fee for the operation or maintenance of the public entertainment as set forth on the City of Onalaska Fee Schedule. All public entertainments listed in Subsection (b) shall be exempt from any license fee is sponsored by a nonprofit organization.

(3) **Posting of License.** Such permits when issued shall be prominently displayed while the carnival is in operation.

(4)**Inspection of Mechanical Devices.** The applicant shall indicate the date of the last State inspection of rides, merry-go-rounds and other mechanical devices. The City reserves the right to require inspections of all mechanical devices that would be available to the public. All inspection costs shall be paid for by the licensee.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1549 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item fee removed

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1550-2016

AN ORDINANCE TO AMEND CHAPTER 4 OF TITLE 7, SECTION 4 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REGISTRATION OF DIRECT SELLERS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 4, Section 4, Subsection (c)(1), of the City of Onalaska Code of Ordinances related to the Regulation of Taxicabs is hereby deleted in its entirety and replaced as follows:

(1) At the time the registration is returned, a fee shall be paid to the City Clerk to cover the cost of processing said registration. Each and every member of a group must file a separate registration form. The fee for a direct seller's, solicitor's or canvasser's license shall be as set forth on the City of Onalaska Fee Schedule. All license fees will be reviewed annually. All persons within a group must comply with the other provisions of this Chapter. A license granted hereunder shall be valid for a period of (90) days from the date of issuance.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1550 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item fee removed

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1551-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 5, SECTION 9 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO OPEN BURNING

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 5, Chapter 2, Section 9, Subsection (c)(1) of the City of Onalaska Code of Ordinances related to Open Burning is hereby deleted in its entirety and replaced as follows:

> (1) Recreational Fire Season and Cost. The recreational fire season shall be from January 1 to December 31 of each year. The rate for a Two Season Permit and Renewal Permit shall be as set forth on the City of Onalaska Fee Schedule.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1551 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item fee removed

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1552-2016

AN ORDINANCE TO AMEND CHAPTER 7 OF TITLE 7, SECTION 1 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REGULATION OF FIREWORKS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 7, Section 1, Subsection (b) of the City of Onalaska Code of Ordinances related to Regulation of Fireworks is hereby deleted in its entirety and replaced as follows:

(b) Sale. No person may sell or possess with intent to sell fireworks, except:
(1) No person may sell or possess with intent to sell fireworks, except:
a. To a person holding a permit under either subsection 7-7-1(b)(2) or 7-7-1(b)(3) or
b. To a city, village or town.
(2) A firework seller's permit may only be issued to a person holding or exempt from having a valid user's permit pursuant to subsection (c) hereof. A firework seller's permit may be obtained from the City Clerk upon payment of the fee set forth in the City of Onalaska Fee Schedule. A firework seller's permit described in subsection 7-7-1(b)(3) hereof that provides services or conducts activities in the City of Onalaska.
(3) A fireworks location permit may only be issued to a person holding or exempt from having a valid users permit pursuant to subsection 7-7-1(c) hereof. The fireworks location permit shall be displayed at the location for which it was published at all times that such location is operating. A fireworks location permit may be obtained from the City Clerk, subject to a fee as set forth on the City of Onalaska Fee Schedule. A separate fireworks location permit is required for every physical location selling fireworks in the City of Onalaska.
(4) The provisions of subsection 7-7-1(c)(4) an (5) shall apply to the issuance of every fireworks seller's permit or fireworks location permit.
(5) For a purpose specified under subsection 7-7-1(c)(2)(a)-(f) hereof.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1552 – 2016

Please route in this order

Cari Burmaster, City Clerk

C. Burmaster
(signature)

☒ No Fiscal Impact

fee removed

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1553 -2016

AN ORDINANCE TO AMEND SECTION 60 OF ARTICLE C OF CHAPTER 1 OF TITLE 15, OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO GAS LICENSES

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Section 60 of Article C, Title 15, Chapter 1, of the City of Onalaska Code of Ordinances related to the Gas Licenses is hereby deleted in its entirety and replaced as follows:

Article C: Heating, Ventilating and Air Conditioning Code

Sec. 15-1-60 Gas Licenses.

(a) **License Required.** No person shall hereafter engage in the business or install, alter, repair or service gas burners or gas burner equipment as defined herein within the City of Onalaska without first securing from the Board of Gas Examiners a license. The requirements herein shall not be construed to limit the gas utility's right to render necessary service.

(b) **Classification of Licenses.**

(1) **Class A License.** To work at or engage in the business of installing, repairing or servicing gas burners or gas burner equipment without regard to input capacity of the said burners.

(2) **Class B License.** To work at or engage in the business of installing, repairing or servicing gas burners or gas burner equipment whose input capacity is four hundred thousand (400,000) BTU and smaller.

(3) **Class C License.** To engage in the work of installing, altering, repairing, or servicing gas burners or gas burner equipment as an employee of a Class A or Class B Licensee.

(c) **Requirements for Partnership, Firm or Corporation.** Where a license is desired by a partnership, a firm, or a corporation, at least one (1) responsible officer, member or employee of such firm or corporation shall be required to qualify by examination to qualify such firm or corporation to carry on the business of gas installation. Each such partnership, firm, or corporation shall be required to have an appropriate license as required by this action, and in addition, each and every employee of such partnership, firm, or corporation who engages in the installation of gas burner equipment shall have an appropriate license.

(d) **License Fees.** License fees for gas licenses shall be as set forth in the City of Onalaska fee schedule.

(e) **Application, Examination, Qualifications.** The Inspection Department shall prescribe the form of applications. In order to obtain a license, each applicant shall pass an exam

given by the Inspection Department or must provide satisfactory proof of having previously passed an exam deemed acceptable by the Inspection Department which exam was administered by a jurisdiction which enforces the 1992 Edition of ANSI 2223.1-NFPA 54, and all subsequent amendments or obtains the Department of Safety and Professional Services (DSPS) HVAC Qualifier.

(f) **Term and Renewal.** Each license shall expire on December 31st following issuance. Annual renewal licenses shall be issued without examination upon payment of the proper license fee.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED: