

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Plan Commission
DATE OF MEETING: October 27, 2015 (Tuesday)
PLACE OF MEETING: City Hall – 415 Main Street (Common Council Chambers)
TIME OF MEETING: 7:00 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 per individual)

Consideration and possible action on the following items:

4. **Public Hearing: Approximately 7:00 PM (or immediately following Public Input)** and Consideration of a request for a Conditional Use Permit to allow a wholesale automotive sales business at 702-704 Sand Lake Road, Onalaska, WI 54650, zoned Neighborhood Business (B-1), application filed by William Thomas, N8618 County Road TT, Holmen, WI 54636 (Tax Parcels #18-675-12 & 18-675-13).
5. **Public Hearing: Approximately 7:10 PM (or immediately following Public Hearing at 7:00 PM)** and Consideration of a substantial modification to the Greens Coulee Community Park Planned Unit Development (PUD) to allow grazing in Zone 2 (adjacent to Clearwater Farms), submitted by Shari Collas, on behalf of Clearwater Farm Foundation, Inc., 760 Green Coulee Road, Onalaska, WI (Tax Parcel #18-675-131).
6. Consideration of landscaping requirements associated with the Conditional Use Permit for the cell phone tower at 111 Sand Lake Road, Onalaska, WI 54650, applicant R. Shane Begley, 14114 South Country Circle, Gordon, WI 54838 on behalf of Elinor Thorud (Sand Lake Development, LLC); Brian Meier (Central States Tower); and Verizon Wireless (Tax Parcel #18-767-1).
7. Update on 2015 Comprehensive Plan Update including public comments and feedback from September 30th Open House.
8. Report from Land Use & Development Director
 - a. Development Update.
 - b. Joint Plan Commission meeting with the Town of Medary Plan Commission on November 11th, 2015 to discuss general purposes of cooperative boundary agreements.

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the commission 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, Chair

Ald. Jim Binash

Ald. Jim Olson

*Ald. Jim Bialecki

Ald. Bob Muth

Ald. Barry Blomquist

Ald. Harvey Bertrand

* Jarrod Holter, City Engineer

City Attorney Dept Heads

La Crosse Tribune Charter Com.

Onalaska Holmen Courier Life

WIZM WKTY WLXR WKBH

*Jan Brock

*Paul Gleason

*Knutte Temte

*Craig Breitsprecher

* Sue Peterson - Chair Parks & Rec.

** Victor Hill - Vice Chair Parks & Rec.

Todd Wiedenhaft

JD Manske Family Land Holdings Inc.

R. Shane Begley

Shari Collas

William Thomas

Onalaska Public Library

Date Notices Mailed and Posted: 10/22/15

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.

9. CLOSED SESSION

To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:

- Consideration, development and approval of negotiating strategy regarding cooperative boundary agreement with Town of Medary.

If any action is required in Open Session, as the result of the Closed Session, the Plan Commission will reconvene in Open Session to take the necessary action and/or continue on with the printed agenda.

10. Adjournment



CITY OF ONALASKA

STAFF REPORT

Plan Commission – October 27, 2015

<u>Agenda Item:</u>	Public Hearing & Consideration of a request for a Conditional Use Permit to allow a wholesale automotive sales business.
<u>Applicant:</u>	William Thomas, N8618 County Road TT, Holmen, WI 54636
<u>Property Owner:</u>	Diveley Properties, LLC, 711 Pleasant Court, Onalaska, WI 54650
<u>Parcel Numbers:</u>	18-675-12 & 18-675-13
<u>Site Location:</u>	702 – 704 Sand Lake Road, Onalaska, WI 54650
<u>Existing Zoning:</u>	Neighborhood Business (B-1) District

Background:

William Thomas of Tri-State Wholesalers has requested a Conditional Use Permit (CUP) to allow a wholesale automotive sales business at 702-704 Sand Lake Road. The sale of vehicles on a parcel in the Neighborhood Business (B-1) Zoning District is permitted only by Conditional Use Permit per Section 13-5-16 (g) and pursuant to standards set forth in Sections 13-8-11.

A wholesale automotive business is allowed by issuance of a Wholesale Dealer License by the Wisconsin Department of Transportation. According to the Wholesale Dealer License, a wholesale dealer is only allowed to sell to licensed dealers and the general public is unable to purchase from the business. Some of the other requirements of the state issued license include having a permanent business location with indoor office spaces, an outdoor vehicle display lot, a business sign and posted notice that sales are restricted to licensed dealers only. For a comprehensive description of the Wholesale Dealer License, please see the attachment.

The business includes purchasing vehicles and selling them to licensed dealers, vehicles which may not be readily available to dealers. The business would have an office space for record keeping and day-to-day operations and vehicles would be parked temporarily on-site until sold. A maximum of six (6) vehicles may be on display at one time. The business would create two (2) jobs and potentially provide additional business for local repair shops.

Standards for Review:

The following decision criteria were used to review the submitted conditional use application:

1. Compatibility. Tri-State Wholesalers would be located at 702-704 Sand Lake Road that currently houses multiple office/service/retail businesses that share a parking lot with 39 parking stalls. Surrounding lands are zoned Single Family and/or Duplex Residential (R-2) with Neighborhood Business (B-1) and Community Business (B-2) parcels across Sand Lake Road. Uses within 250 feet of the proposed site include the American Legion, Insurance Center, service and retail businesses (within 704 Sand Lake Road), an apartment, and multiple single family residential dwellings. Uses within 500 feet along the same street are generally single family residential dwellings and a commercial real estate office.

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2. Consistency with Comprehensive Plan. The Comprehensive Plan identifies this area as *Mixed Use District*. This district is intended to allow a mixture of complementary land uses including housing, retail, office, service and civic uses in an efficient, compact, and relatively dense development pattern.
3. Importance of Services to the Community. According to the Comprehensive Plan, an Economic Development Objective of the City states, "*By attracting firms that complement the existing industries and increase business for established companies.*" There are many licensed vehicle dealerships within the City of Onalaska and nearby communities. The applicant states that the business would bring in a new inventory of quality vehicles to be sold at lesser prices.
4. Neighborhood Protections. According to the applicant, the majority of sales would not occur on-site; rather, the applicant intends to drive the vehicles to licensed dealers for viewing/testing. The general public will not be able to purchase vehicles from the business and the business will adhere to Wisconsin DOT requirements for signage and posting required information. The applicant has identified that a maximum of six (6) parking stalls would be necessary for this business of the existing 46 parking stalls on-site. Please see the attached email and application provided by the applicant that details the proposed business.
5. Conformance with Other Requirements of City/State Ordinances/Statutes: Applicant to obtain all required State licenses as needed.

Action Requested:

As a public hearing will be held, testimony from the public should be listened to and considered before deciding on the requested Conditional Use Permit application.

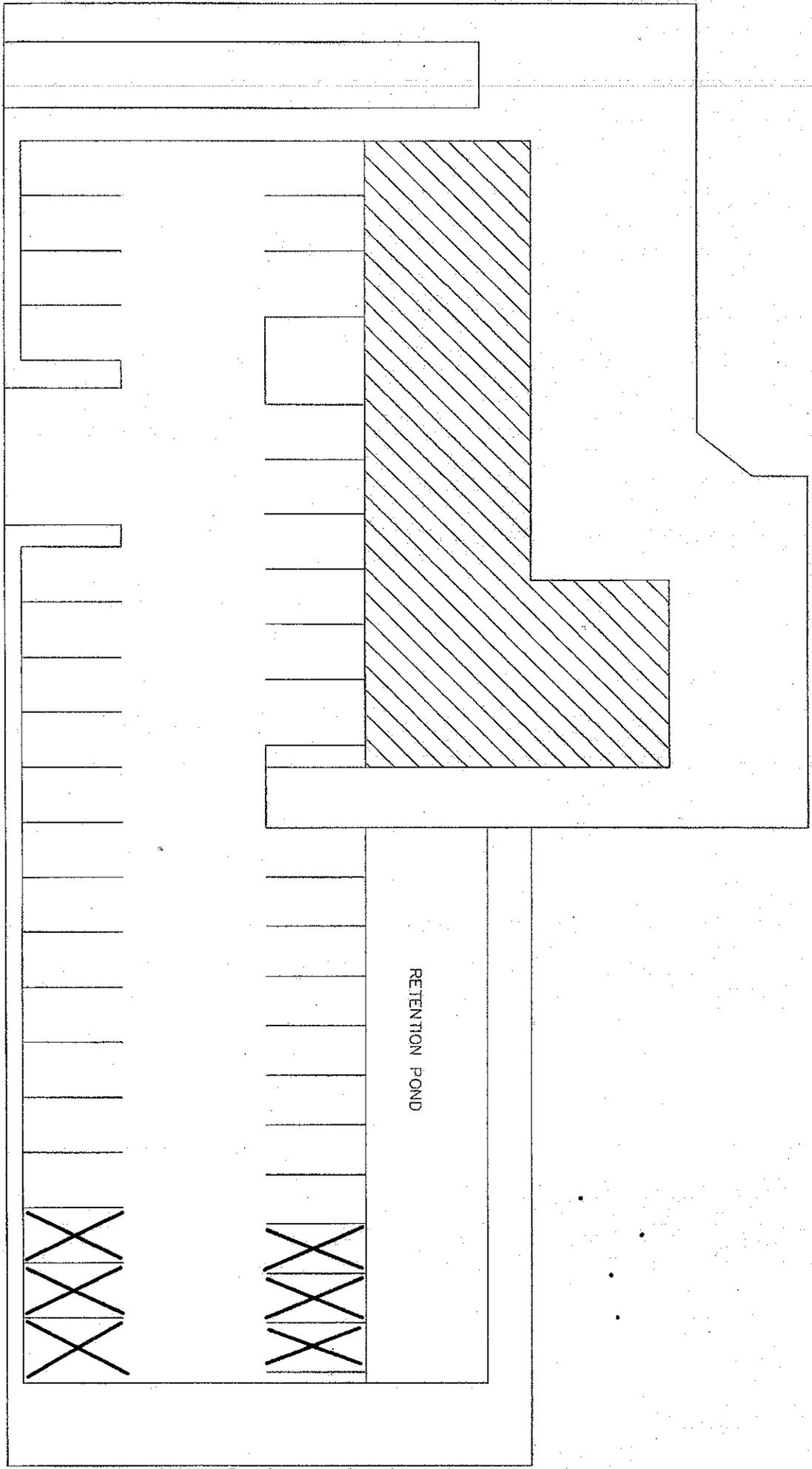
REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION:

October 27, 2015

Agenda Item 4:

Public Hearing & Consideration of request for a Conditional Use Permit to allow a wholesale automotive sales business at 702-704 Sand Lake Road, Onalaska, WI 54650, zoned Neighborhood Business (B-1), application filed by William Thomas, N8618 County Road TT, Holmen, WI 54636 (Tax Parcels #18-675-12 & 18-675-13).

1. Conditional Use Permit Fee of \$150.00 (*PAID*).
2. Applicant to maintain a Wholesale Dealer License from the Wisconsin Department of Transportation and abide by license requirements.
3. The location of all vehicles sales and vehicle display areas to comply with diagram provided to the City from the applicant and approved by the Plan Commission.
4. All vehicles to be located on approved hard surfaces (concrete, asphalt, etc.).
5. Exterior storage of materials is prohibited, excluding the storage of vehicles on-site in the areas designated in Condition #3.
6. All conditions run with the land and are binding upon the original developer and all heirs, successors and assigns. The sale or transfer of all or any portion of the property does not relieve the original developer from payment of any fees imposed or from meeting any other conditions.
7. Any omissions of any conditions not listed in minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.



Sand Lake Rd.

RETENTION POND

Quincy St

SITE PLAN

scale: 1"=20'

NOV 15 1989
CITY OF ONALASKA
CLERK

Nachreiner and second by Ald. Bialecki to change the present policy for the Quincy Street Park Lights that they be allowed to burn until 11:00 P.M. for the 1989 Ball Season and that a letter explaining this change in policy be sent to all affected property owners. On voice vote, motion carried.

As a couple points of interest, Ald. Nachreiner reported that the Onalaska Lions Club is preparing to spend \$10,000.00 for restroom facilities at the Glenn Fox Park. Also, the Onalaska Lions Club has always held a Youth Ball Tournament, and this year, the tournament name will be changed to the Jimmy Olson Memorial Baseball Tournament (Jimmy Olson passed away last year and was a very active member in the sport). Flyers would be going out on this.

RECOMMENDATIONS FOR APPROVAL FROM THE BOARD OF PUBLIC WORKS:

Item No. 10-A: Possible Utility/Annexation of W6007 CTH "OS": Ald. Osterhout reported that it was the Board's recommendation that if the Dettmerings submit a petition of annexation for their property at W6007 CTH "OS", it would be recommended to Council to look upon this annexation as favorable for the city. (Their sewer system has failed).

Next, Ald. Osterhout made a motion as recommended by the Board that the city authorize Engineer Lund to hold a Public Hearing on the upcoming utility projects on May 2, 1989, advertise for bids which would be good for (60) days and hire a bond consultant for these projects. Ald. Nachreiner second. On voice vote, motion carried.

At the Board's recommendation, a motion was made by Ald. Osterhout, second by Ald. Bialecki to authorize the City Engineer to hire H.A. Sime and Associates, Certified Surveyors, to survey (6) city-owned lots, lying East of East Avenue North and South of L. Hauser Road, for a total cost of \$920.00, and that authorization also be given to advertise these city-owned lots for sale. Under discussion, Engineer Lund stated they had solicited for bids and received (3) bids back: Davy Engineering for \$3,600.00; Professional Design (Chalsma) for \$2,950.00 and H.A. Sime and Associates for \$920.00. On voice vote, motion carried.

RECOMMENDATIONS FOR APPROVAL FROM THE PLAN COMMISSION:

In Ald. Smick's absence, Adm. Durst reported that in reference to Item 11-A, Rezoning of Outlot 4 of Assessor's Plat on Redwood Street from B-2 (Community Business) to R-4 (Multi-Family), it was reviewed by the Plan Commission. There were no conditions attached to this project at this particular time. The developer (Mr. Weiland) will have to provide the City with a Certified Survey Map or a plat map, and conditions will be addressed at that time.

Next, a motion was made by Ald. Bialecki, second by Ald. Pollert to approve the rezoning of 704 Sand lake Road from R-2-3 (Single Family/Residential Duplex) to B-1 (Neighborhood Business), as requested by Mike and Joyce Diveley, with the following (8) conditions as outlined in the April 5th Plan Commission Meeting:

1. Property should be developed as shown on the plan presented to the Commission and placed on file.
2. Structure to be of approximate size as shown, (4,600) Square Feet.
3. A 25' x 60' area be created for water seepage on the Southside of the parking lot. All water from the building to be guttered to the rear yard, then to Pleasant Ct.
4. Security lighting to be downlighting or shielded.
5. Fencing shall be kept in place on the Eastside of the property and possibly on the Southside. Trees shall be placed on the Northside of the property.
6. Deed restriction is required stating "Office Building Only" to be erected on the site.
7. Storm Sewer Fee of \$234.00 to be paid.
8. Any omission of any condition not listed in the Plan Commission minutes shall not release the developer of the City's Sub-Division Ordinance Requirements.

On voice vote, motion carried.



CITY OF ONALASKA

STAFF REPORT

Plan Commission – October 27, 2015

- Agenda Item: Consideration of landscaping requirements associated with the Conditional Use Permit for the cell phone tower at 111 Sand Lake Road
- Applicant: R. Shane Begley, 14114 S. Country Circle, Gordon, WI 54838 on behalf of Elinor Thorud (Sand Lake Development, LLC); Brian Meier (Central States Tower); and Verizon Wireless
- Property Owner: Elinor Thorud (Sand Lake Development, LLC)
- Parcel Number: 18-767-1
- Site Location: 111 Sand Lake Road (west of Center 90 strip mall)
- Existing Zoning: Community Business (B-2) District

Background:

The Conditional Use Permit (CUP) for the proposed cell phone tower at 111 Sand Lake Road was approved by the Plan Commission on April 28, 2015. During this meeting landscaping around the western and southern sides of the facility was discussed, as was fencing height, type and color. These discussions resulted in the following conditions of approval.

21. Chain link fence with vertical sandstone colored slats to be 8-feet in height, and to be maintained in good repair through the existence of the facilities and structure (i.e., replace of broken or missing slats in a timely manner) to screen all equipment. Chain link fence shall not be permitted to have barbed, razor, or other similar wire.
22. Building, equipment platform and equipment shall be screened by landscaping and/or fencing, as determined by the Plan Commission. A minimum of one (1) 2 ½" caliper canopy tree per 25 feet of street frontage is required as boulevard trees. Boulevard trees to be selected from a City list of recommended boulevard tree species. Additional landscaping is required along western and southern boundaries of fence enclosure. Plant names and locations to be indicated on a Landscaping Plan to be submitted to the Land Use & Development Director for review and approval. Any plant material which does not live shall be replaced within six (6) months.

The applicant has requested Plan Commission review of the proposed landscaping plan. To date, the applicant has been unable to secure approvals from the U.S. Postal Service (USPS) to allow planting on USPS property, in the 5' grassy area immediately west of the fenced-in cell tower facility. The applicant is requesting approval from the Plan Commission to allow an improved fencing type as an alternate to planting on the west side of the facility. The applicant will provide fencing details and a proposed landscaping plan.

Action Requested: Review and consideration of this modification to the screening requirements.

