

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Plan Commission
DATE OF MEETING: November 17, 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)** - Public Hearing and Consideration of an amendment to the Unified Development Code (UDC) regarding zoning fees.
5. **Public Hearing: Approximately 7:10 PM (or immediately following previous hearing at 7:00 p.m.)** - Public Hearing and Consideration of a Conditional Use Permit request to allow the operation of a child care center at 1001 Quincy Street, Onalaska, WI 54650 in a Public & Semi-Public (P-1) Zoning District, submitted by Andy LeFebre on behalf of Rivers Harvest Church / Rivers Harvest Inc., 1001 Quincy Street, Onalaska, WI 54650 (Tax Parcel #18-697-0).
6. **Public Hearing: Approximately 7:20 PM (or immediately following previous hearing at 7:10 p.m.)** - Public Hearing and Consideration of a request for a Conditional Use Permit to allow the operation of a child care center at 1960 State Road 35, Onalaska, WI 54650, in a Single Family Residential (R-1) Zoning District, submitted by Sheila Schabel of Heaven's Steps Child Care and Tim Van Eijl & Shelia Schabel on behalf of Lakeview Community Church / International Church of Foursquare Gospel, 1960 State Road 35, Onalaska, WI 54650 (Tax Parcel #18-2096-60).
7. Update on 2015 Comprehensive Plan Update review process.
8. Adjournment

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

*Knut Temte

*Craig Breitsprecher

* Sue Peterson - Chair Parks & Rec.

** Victor Hill - Vice Chair Parks & Rec.

JD Manske Family Land Holdings Inc.

Andy LeFebre

Sheila Schabel

Onalaska Public Library

Date Notices Mailed and Posted: 11-12-15

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.

ORDINANCE NO. -2015

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 13,
SECTION 2 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA
RELATING TO VACATION OF STREETS AND ANNEXATION

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

SECTION I. Title 13, Chapter 2, Section 2 of the City of Onalaska Code of Ordinances
related to Vacation of Streets; Annexations is hereby deleted in its entirety and replaced as follows:

Sec. 13-2-2 Vacation of Streets; Annexations.

(a) Vacation of Streets. Vacation of public streets and alleys shall cause the
land vacated to be automatically placed in the same district as the abutting
side to which the vacated land reverts. Application for vacation shall be made pursuant to
Wisconsin Statute to the Land Use and Development Director, a non-refundable application
fee pursuant to the City of Onalaska Fee Schedule shall be due at the time of application.

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 _____, 2015.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

ORDINANCE NO. -2015

AN ORDINANCE TO AMEND CHAPTER 5 OF TITLE 13,
SECTION 4 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA
RELATING TO APPLICATION FOR CONDITIONAL USE PERMIT

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

SECTION I. Title 13, Chapter 5, Section 4, Subsection (a)(5) of the City of Onalaska Code of Ordinances related to Application for Conditional Use Permit is hereby deleted in its entirety and replaced as follows:

Sec. 13-5-4 Application for Conditional Use Permit

(a)(5) A non-refundable application fee as set forth on the City of Onalaska Fee Schedule shall be due at the time of application.

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 _____, 2015.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

ORDINANCE NO. -2015

AN ORDINANCE TO AMEND CHAPTER 8 OF TITLE 13,
SECTION 4 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA
RELATING TO SITE PLAN PERMITS

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

SECTION I. Title 13, Chapter 8, Section 4, Subsection (b)(6) of the City of Onalaska Code
of Ordinances related to Site Plan Permit is hereby deleted in its entirety and replaced as follows:

Sec. 13-8-4 Site Plan Permit

(a)(6) A non-refundable application fee for site plan permits as set forth on the City of
Onalaska Fee Schedule shall be due at the time of application.

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 _____, 2015.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

ORDINANCE NO. -2015

AN ORDINANCE TO AMEND CHAPTER 8 OF TITLE 13,
SECTION 9 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA
RELATING TO REZONING

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

SECTION I. Title 13, Chapter 8, Section 9 Subsection (a)(3) of the City of Onalaska Code
of Ordinances related to Procedures for Changes or Amendments for Rezoning is hereby deleted in
its entirety and replaced as follows:

Sec. 13-8-9 Procedures for Changes or Amendments.

(a)(3) Fee receipt from the City Clerk for the non-refundable Petition fee amount 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 _____, 2015.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

ORDINANCE NO. -2015

AN ORDINANCE TO AMEND CHAPTER 9 OF TITLE 13,
SECTION 76 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA
RELATING TO SUBDIVISION AND DEVELOPMENT FEES

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

SECTION I. Title 13, Chapter 9, Section 76 of the City of Onalaska Code of Ordinances
related to Subdivision/Development Fees is hereby deleted in its entirety and replaced as follows:

Sec. 13-9-76 Subdivision/Development Fees.

- (a) **Certified Survey.** The subdivider shall pay an application fee as set forth on the City of Onalaska Fee Schedule, for each certified survey. The fee shall be paid at the time of application..
- (b) **Aerial Topography Map Fee.** In areas in which the City has undertaken aerial topography, the subdivider may request copies of aerial topography, fee for such copies shall be as set forth on the City of Onalaska Fee Schedule.
- (d) **Preliminary Plat Review Fee.**
 - (1) The subdivider shall pay a fee as set forth on the City of Onalaska Fee Schedule for each dwelling unit within the Preliminary Plat or Certified Survey Map to the City Clerk at the time of first application for approval of any Preliminary Plats or Certified Survey Maps to assist in defraying the cost of review.
- (e) **Final Plat Review Fee.**
 - (1) The subdivider shall pay a fee as set forth on the City of Onalaska Fee Schedule for each dwelling unit within the Final Plat to the City Clerk at the time of first application for Final Plat approval of said plat to assist in defraying the cost of review.

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 _____, 2015.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:



CITY OF ONALASKA

Agenda Item:

5

STAFF REPORT

Plan Commission – November 17, 2015

Agenda Item: Public Hearing & Consideration of a Conditional Use Permit request to allow the operation of a child care center.

Applicant: Andy LeFebre, on behalf of Rivers Harvest Church, 1001 Quincy Street, Onalaska, WI 54650

Property Owner: Rivers Harvest INC, 1001 Quincy Street, Onalaska, WI 54650

Parcel Number: 18-697-0

Existing Zoning: Public & Semi-Public (P-1) District

Background:

Rivers Harvest Church has requested a Conditional Use Permit (CUP) to allow the operation of a child care center in a Public & Semi-Public (P-1) Zoning District. The child care center would serve up to fifty (50) children between the ages of six (6) weeks to five (5) years old. The business would operate Monday – Friday from 6:00AM to 5:30PM.

Commercial daycare facilities are permitted only by Conditional Use Permit per Section 13-5-15 (c) and pursuant to standards set forth in Sections 13-8-11.

Standards for Review:

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

1. Compatibility. Rivers Harvest Church property is located on the northeast corner of the intersection of Quincy Street and 10th Avenue North. Section 13-5-15 (c) of the City's Code of Ordinances conditionally permits children's nurseries and/or daycare centers provide all principal structures and uses have at least a six (6) foot side yard setback. Rivers Harvest Church exceeds the six (6) foot side yard setbacks requirement. The zoning of land within 250 feet of the proposed site includes Single Family Residential, Two-Family Residential, Multi-Family Residential, and Community Business Districts. The uses within 500 feet along the same street of the proposed site include single family residences, condominium developments, American Legion baseball field, and Onalaska Middle School.
2. Consistency with Comprehensive Plan. The Comprehensive Plan identifies this area as *Mixed Density Residential District*. This district is intended to accommodate primarily single family and duplex/two-flat residential development. Institutional uses, clinics, senior housing and services, children's nurseries, group homes etc. are also appropriate in this district with proper zoning controls.
3. Importance of Services to the Community. According to the Comprehensive Plan, an Economic Development Objective of the City states, "By identifying... companies (businesses) that provide a needed product or service in Onalaska." According to the applicant, Rivers Harvest Church is meant to serve the community and meet needs of families and there is a need for in this community for child care services, specifically infant care.

CITY OF ONALASKA

4. Neighborhood Protections. Rivers Harvest Church intends to install a four (4) foot fence to enclose the rear of the property. Parents will utilize the rear entry to drop-of and pick-up children.
5. Conformance with Other Requirements of City/State Ordinances/Statutes: Child care business to obtain all necessary licenses for child care businesses from the Wisconsin Department of Family Children.

Action Requested:

If the requested Conditional Use Permit is approved by the Plan Commission, staff recommends including the attached conditions of approval. 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:

November 17, 2015

Agenda Item 5:

Public Hearing & Consideration of a Conditional Use Permit request to allow the operation of a child care center at 1001 Quincy Street, Onalaska, WI 54650 in a Public & Semi-Public (P-1) Zoning District submitted by Andy LeFebre on behalf of Rivers Harvest Church / Rivers Harvest INC, 1001 Quincy Street, Onalaska, WI 54650, Tax Parcel #18-697-0.

1. Conditional Use Permit Fee of \$150.00 (PAID).
2. Site Plan Permit required for any alteration to the existing parking lot, building footprint or accessory structure.
3. Property owner to provide a conceptual site plan designating fenced area. Installed fencing may remain in place provided the fencing does not limit the use of the adjacent sidewalk.
4. All signs require permits.
5. Owner/developer shall pay all fees and have all plans reviewed and approved by the City prior to obtaining a building permit. Owner/developer must have all conditions satisfied and improvements installed per approved plans prior to issuance of occupancy permits.
6. All conditions run with the land and are binding upon the original developer and all heirs, successors and assigns. The sale or transfer of all or any portion of the property does not relieve the original developer from payment of any fees imposed or from meeting any other conditions.
7. Any omissions of any conditions not listed in Plan Commission Sub-Committee Minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.

City of Onalaska, Wisconsin
Planning/Zoning
Department

Map Designer: Brea Grace
Date: 11/10/2015



Parcel Lines

1 inch = 50 feet

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



CITY OF ONALASKA

STAFF REPORT

Plan Commission – November 17, 2015

Agenda Item:

6

- Agenda Item: Public Hearing & Consideration of a Conditional Use Permit request to allow the operation of a child care center.
- Applicant: Sheila Schabel of Heaven's Steps Child Care and Tim Van Eijl, on behalf of Lakeview Community Church, 1960 State Road 35, Onalaska, WI 54650
- Property Owner: International Church of Foursquare Gospel c/o La Crosse Foursquare Church, N5292 State Rd 35, Onalaska, WI 54650
- Parcel Number: 18-2096-60
- Existing Zoning: Single Family Residential (R-1) District

Background:

Lakeview Community Church has requested a Conditional Use Permit (CUP) to allow the operation of a child care center in a Single Family Residential (R-1) Zoning District. The child care center would serve from 25 to 50 children between the ages of six (6) weeks to six (6) years old. The business would operate Monday – Saturday from 5:00AM to 5:30PM. There is potential for Saturday care and care beginning at 5:00AM depending on need by customers. Heaven's Steps Child Care will have a maximum of five (5) employees and staffing will fluctuate as needed. The child care center will have a four (4) foot high fenced playground area approximately 40 feet x 50 feet.

Commercial daycare facilities are permitted only by Conditional Use Permit per Section 13-5-15 (c) and pursuant to standards set forth in Sections 13-8-11.

Standards for Review:

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

1. Compatibility. Lakeview Community Church property is located north of the intersection of Mason Street and State Road 35 on the western side and proposes to house Heaven's Steps Child Care Center. Section 13-5-15 (c) of the City's Code of Ordinances conditionally permits children's nurseries and/or daycare centers provide all principal structures and uses have at least a six (6) foot side yard setback. Lakeview Community Church exceeds the six (6) foot side yard setbacks requirement and has an approximate 20 foot rear yard setback. The zoning of land within 250 feet of the proposed site includes Single Family Residential within City limits and has single family residences and a commercial business nearby in the Town of Onalaska. The uses within 500 feet along the same street of the proposed site include single family residences, First Free Evangelical Church and a salon/spa.
2. Consistency with Comprehensive Plan. The Comprehensive Plan identifies this area as *Mixed Density Residential District*. This district is intended to accommodate primarily single family and duplex/two-flat residential development. Institutional uses, clinics, senior housing and services, children's nurseries, group homes etc. are also appropriate in this district with proper zoning controls.

CITY OF ONALASKA

3. Importance of Services to the Community. According to the Comprehensive Plan, an Economic Development Objective of the City states, "*By identifying... companies (businesses) that provide a needed product or service in Onalaska.*" According to the applicant, the Lakeview Community Church is in a prime location for families coming from north and south along State Road 35 and for other families in the area. Child care services allow parents to attend school, work and community activities while their children are in safe care.
4. Neighborhood Protections. Lakeview Community Church intends to install a four (4) foot fence to enclose approximately 40 feet x 50 feet of the side yard as a play area. According to the applicant, the Lakeview Community Church is relatively isolated from State Road 35 and has vegetated screening where the fenced play area would be installed, between the Church and a residence to the south.
5. Conformance with Other Requirements of City/State Ordinances/Statutes: Child care business to obtain all necessary licenses for child care businesses from the Wisconsin Department of Family Children.

Action Requested:

If the requested Conditional Use Permit is approved by the Plan Commission, staff recommends including the attached conditions of approval. 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:

November 17, 2015

Agenda Item 6:

Public Hearing and Consideration of a Conditional Use Permit request to allow the operation of a child care center at 1960 State Road 35, Onalaska, WI 54650 in a Public & Semi-Public (P-1) Zoning District submitted by Sheila Schabel of Heaven's Steps Child Care and Tim Van Eijl on behalf of Lakeview Community Church / International Church of Foursquare Gospel, 1960 State Road 35, Onalaska, WI 54650, Tax Parcel #18-2096-60.

1. Conditional Use Permit Fee of \$150.00 (PAID).
2. Site Plan Permit required for any alteration to the existing parking lot, building footprint or accessory structure.
3. Property owner to provide a conceptual site plan designating fenced area. Fencing to comply with standards set forth in Section 13-6-10 of the Unified Development Code prior to the November 17th Plan Commission meeting.
4. No outdoor storage.
5. Building inspection required prior to daycare opening. Any code violations pertaining to life / safety issues and building weatherization to be addressed prior to daycare opening.
6. Damaged directional sign for the church to be repaired, replaced, or removed within 60-days of Plan Commission approval. All new signs and sign replacements will require a City Sign Permit. Property owner to bring existing freestanding signs into compliance with the Unified Development Code Sections 13-6-21 & 13-6-26.
7. Owner/developer shall pay all fees and have all plans reviewed and approved by the City prior to obtaining a building permit. Owner/developer must have all conditions satisfied and improvements installed per approved plans prior to issuance of occupancy permits.
8. 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.
9. Any omissions of any conditions not listed in Plan Commission Sub-Committee Minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.
10. Upon failure of private existing utilities or if additional capacity is needed, hook-up to municipal utilities is required.

City of Onalaska, Wisconsin

Planning/Zoning
Department

Map Designer: Brea Grace
Date: 11/10/2015



 Parcel Lines

1 inch = 50 feet

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

Aspenson, Katie

To: Sheila Schabel
Subject: RE: Needs Assessment for Trempealeau County

----- Forwarded message -----

From: Kristin Enos <Kristin.Enos@wdeoc.org>
Date: Thu, Nov 5, 2015 at 9:45 AM
Subject: Needs Assessment for Trempealeau County
To: "hscclax@gmail.com" <hscclax@gmail.com>
Hello,

Here is the needs assessment you requested for Trempealeau county.

There are **36** total regulated providers in the county, giving the area **554** slots for children needing care. Of those programs, **24** are family child care programs, giving the area **173** family child care slots. There are also currently **7** group child care programs, giving the area **256** group center slots. (There are **4** preschool programs giving the area **105** slots as well as **1** school-age program giving the area **20** spots.)

The average rates providers charge in the area are:

Weekly, Full Time Rates				
Age Group	Total	Min \$	Max \$	Average \$
0 - 12 months	17	\$90.00	\$165.00	\$130.29
1 year	17	\$90.00	\$165.00	\$130.29
2 year	17	\$90.00	\$157.50	\$125.00
3 year	17	\$80.00	\$157.50	\$121.99
4 year	17	\$80.00	\$157.50	\$121.10
5 year	17	\$80.00	\$157.50	\$120.51
6 - 8 years	15	\$100.00	\$157.50	\$120.58
9+ years	15	\$100.00	\$157.50	\$120.58

Since January 2015 to the present, we have worked with **31** parents to provide referrals for the providers in Trempealeau county.

Please feel free to contact me if you need any additional information.

Kristin Enos
Resource & Referral Specialist
Child Care Partnership
418 Wisconsin Street, Eau Claire, WI 54703
Phone: 715.836.7511 ext. 1184 or 800.782.1880
Fax: 715.836.7580
www.ChildCarePartnership.org



Serving Buffalo, Chippewa, Dunn, Eau Claire, Jackson, Pepin, Pierce, Polk, St. Croix, & Trempealeau counties including the Ho-Chunk Nation

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