

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Plan Commission
DATE OF MEETING: September 22, 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 an application for a Conditional Use Permit (CUP) filed by Kelly Schmitz, Wienmann Properties, LLC, 2310 Mill Street, New London, WI 54961 on behalf of US Cellular and JLP Associates II of Eden Prairie, c/o Dewey Johnson, 6500 City West Parkway, Eden Prairie, MN 55344-7701 to allow the replacement of 3 antenna, the addition of 3 remote radio units and other equipment, a Class 2 Collocation, on the existing cell tower at 9348 State Road 16, Onalaska, WI 54650 (Tax Parcel #18-3530-10).
5. **Public Hearing: Approximately 7:10 PM (or immediately following Public Hearing at 7:00 PM)** and Consideration of an application for a Conditional Use Permit (CUP) filed by Todd Wiedenhaft, Lost Island Wine, LLC, 570 Theater Road, Ste 100, Onalaska, WI 54650 to allow the manufacturing and bottling of alcoholic beverages (beer and wine) at 570 Theater Road, Suite 100, Onalaska, WI 54650 (Tax Parcel #18-4017-5).
6. Consideration of an annexation application for Tax Parcel #9-110-0 (1.17 acres) at W5955 County Road OS, applicant Spencer Hegenbarth, W5955 County Road OS, Onalaska, WI 54650.
7. Consideration of a substantial modification determination to the Greens Coulee Community Park Planned Unit Development (PUD) for Zone 2 adjacent to Clearwater Farms, submitted Shari Collas, on behalf of Clearwater Farm Foundation, Inc., 760 Green Coulee Road, Onalaska, WI (Tax Parcel #18-675-125).

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

*Knut Temte

*Craig Breitsprecher

* Sue Peterson - Chair Parks & Rec.

** Victor Hill - Vice Chair Parks & Rec.

Todd Wiedenhaft

JD Manske Family Land Holdings Inc.

Shari Collas

Andy Lutichens

Kelly Schmitz

Spencer Hegenbarth

Onalaska Public Library

Date Notices Mailed and Posted: 9/18/18

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

8. Update on a Certified Survey Map (CSM) submitted by Andy Lutichens of Davy Engineering on behalf of Valley View Business Park, LLP, PO Box 325, Onalaska, WI 54650 for the purpose of realigning Lots 1, 2 and Outlot 1 in the Nathan Hills Estates Subdivision (Tax Parcels # 18-5941-0 and 18-5942-0). (FIO)
9. Discussion and Consideration of Changes to Zoning Fees.
10. Review and discussion of 2015 Comprehensive Plan Update & Project Schedule.
11. Discussion and consideration of setting a Public Hearing with Plan Commission for the 2015 Comprehensive Plan Update.
12. Review and discussion of 2016-2020 Capital Improvements Budget.
13. Report from Land Use & Development Director
 - a. 2015 Building Permit & Development Update.
14. Adjournment

REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION:

September 22, 2015

Agenda Item 4:

Consideration of an application for a Conditional Use Permit (CUP) filed by Kelly Schmitz, Wienmann Properties, LLC, 2310 Mill Street, New London, WI 54961 on behalf of US Cellular and JLP Associates II of Eden Prairie, c/o Dewey Johnson, 6500 City West Parkway, Eden Prairie, MN 55344-7701 to allow the replacement of 3 antennas, the addition of 3 remote radio units and other equipment, a Class 2 Collocation, on the existing cell tower at 9348 State Road 16, Onalaska, WI 54650 (Tax Parcel #18-3530-10)

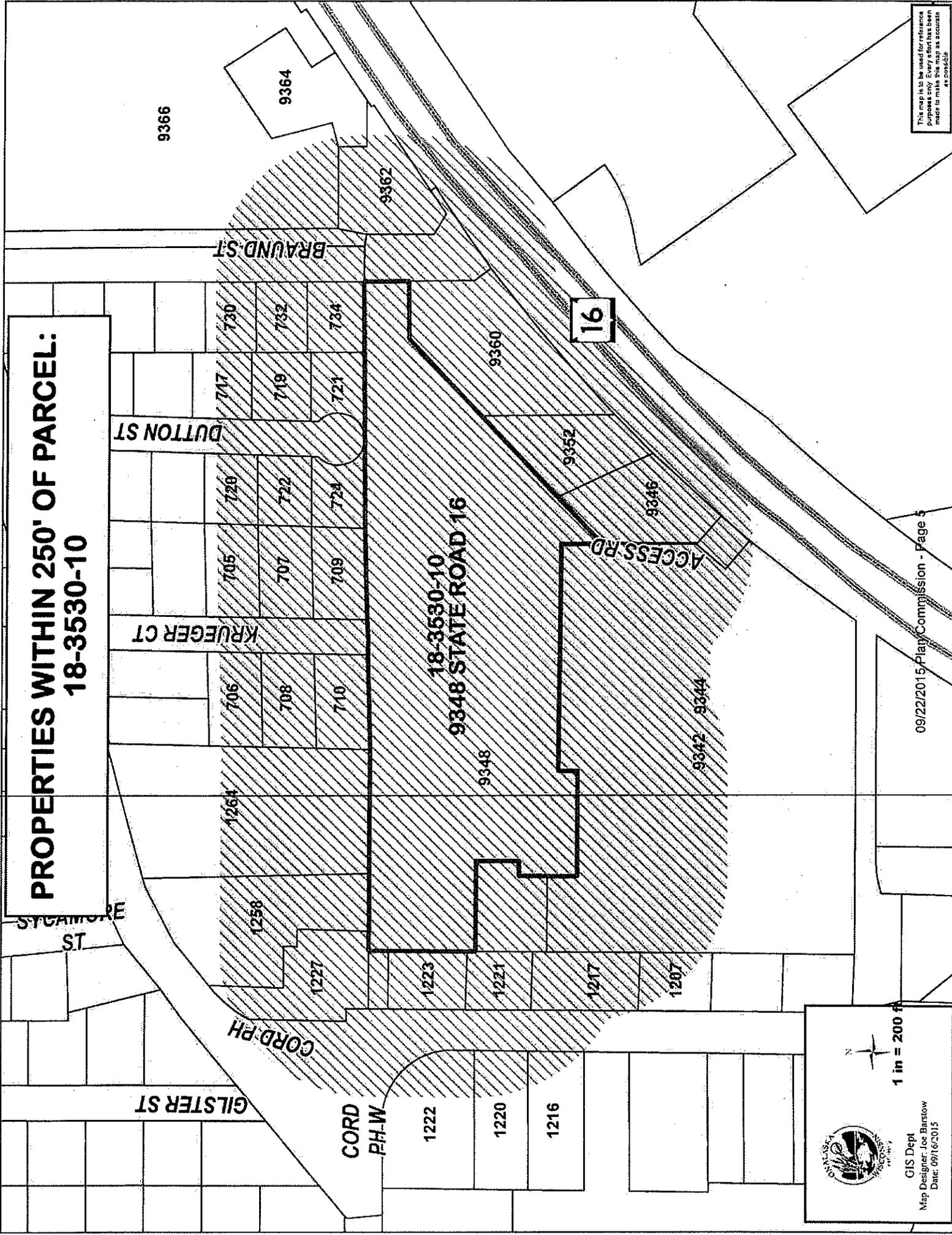
1. Conditional Use Permit Fee of \$100.00 (*PAID*).
2. Applicant to provide Federal Communications Commission (FCC) license numbers and registration numbers if applicable.
3. Applicant to provide the City with proof of liability coverage, a minimum of \$2,000,000, which shall contain or be endorsed to contain those provisions required by the City standard general contract insurance specifications for general liability and umbrella liability as specifically outlined in Exhibit A hereto and as may be amended to be in effect until removal of the structure.
4. Performance Bond. The owner of the antennas shall provide to the City of Onalaska, prior to the issuance of the Building Permit, a performance bond in an amount based on a written estimate of a qualified remover of said types of structures or Twenty Thousand Dollars (\$20,000) whichever is less, to guarantee that the antennas, equipment, etc. will be removed when no longer in operation. The City of Onalaska will be named as an obligee in the bond and must approve the bonding company. The City may require an increase in the bond amount after five (5) year intervals to reflect increases in the Consumer Price Index. The owner of the telecommunication tower shall supply any increased bond within a reasonable time, not exceeding sixty (60) days from the City's request. A letter of credit may be substituted in the amount set forth above. Performance bond or letter of credit is to be in effect until removal of the antennas, equipment, etc.
5. Abandonment. Any antenna, mobile service facility or mobile services support structure that is not operated for a continuous period of twelve (12) months shall be considered abandoned. Upon request by the owner of the antenna, mobile service facility or mobile services support structure, the Land Use and Development Director may authorize one extension to the time limit to abandon for an additional six (6) month period. Such extension shall be based on City finding that the owner or permit holder is actively seeking tenants for the site. After the expiration of the time periods established above, the following shall apply:
 - a. The owner of such antenna, mobile service facility or mobile services support structure shall remove said antenna, mobile service facility or mobile service support structure,

including all supporting equipment, building(s) and foundation(s) to the depth of 5-feet below the surface, within ninety (90) days of receipt of notice from the Land Use and Development Director notifying the owner of such abandonment. Site shall be restored to its original condition or a condition approved by the Land Use & Development Director. If removal to the satisfaction of the Land Use and Development Director does not occur within said ninety (90) days, the Land Use and Development Director may order removal utilizing the established bond as provided above and salvage said antenna, mobile services facility or mobile service support structure, including all supporting equipment, building(s), and foundation(s). If there are two or more users of a single mobile services support structure, this provision shall not become effective until all operations of the mobile service support structure cease. If a bond has not been previously established or is not current, the City may perform the work and bill or assess the owner or permit holder of the mobile services support structure for the work performed in addition to an administrative fee.

- b. The owner of the antennas, shall notify the Land Use and Development Director within 45 days of the date when the any antenna is no longer in operation.
6. Site Plan Permit Approval required prior to issuance of building permit and any construction activities.
7. Building Permit(s) and Electrical Permit(s) required prior to any construction activities.
8. Mobile services facilities, support structures and antennas shall be designed and constructed in accordance with the State of Wisconsin Uniform Building Code, National Electrical Code, Uniform Plumbing Code, Uniform Mechanical Code, and Uniform Fire Code, City of Onalaska Building Code, Electronic Industries Association (EIA), American National Steel Institute Standards (ANSI), and American National Standards Institute (ANSI) in effect at their time of manufacture. Mobile service facilities and support structures shall not interfere with or obstruct existing or proposed public safety, fire protection or Supervisory Controlled Automatic Data Acquisition (SCADA) operation telecommunication facilities. Any actual interference and/or obstruction shall be corrected by the applicant at no cost to the City.
9. Fire Prevention. All mobile services facilities including antennas shall be designed and operated in accordance with all applicable codes regarding fire protection.
10. Telecommunication tower, equipment and facilities shall be designed to reduce negative impacts on the surrounding environment by implementing the following measures:
Changes to tower, equipment and facilities shall be designed to blend with existing architecture in the area or shall be screened from sight by mature landscaping and shall be located or designed to minimize their visibility.
11. Outdoor lighting shall be adequately downcast, shielded and hooded so that no excessive glare or illumination is cast upon the adjoining properties.
12. Exterior storage of materials is prohibited.

13. Antenna owners shall provide the Land Use and Development Director a Telecommunications Facility Information Report within 45 days of Plan Commission approval, which provides the City with accurate and current information concerning the telecommunications facility owners and providers. The Report shall include the tower owner name(s), address(es), phone number(s), contact person(s), the antenna owner name(s), address(es), phone number(s), contact person(s) and the .
14. 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.
15. 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.

**PROPERTIES WITHIN 250' OF PARCEL:
18-3530-10**



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



1 in = 200 ft

GIS Dept
Map Designer: Joe Barstow
Date: 09/16/2015

PROPERTIES WITHIN 250' OF PARCEL #18-3530-10

PARCEL #	PROPERTY ADDRESS	OWNER	OWNER'S ADDRESS
18-3857-0	730 BRAUND ST	CAMILLA GRIMME	730 BRAUND ST ONALASKA WI 54650
18-3858-0	732 BRAUND ST	AUDREY LITTLEWOLF	732 BRAUND ST ONALASKA WI 54650
18-3859-0	734 BRAUND ST	DEAN A BLUSKE	4034 BEVERLY DR ONALASKA WI 54650
18-3589-5	BRAUND ST	CITY OF ONALASKA	415 MAIN ST ONALASKA WI 54650
18-3536-1	BRAUND ST	CITY OF ONALASKA	415 MAIN ST ONALASKA WI 54650
18-3540-0	1207 COUNTY ROAD PH	CHARLES R CHRISTOPHERSON	1207 COUNTY ROAD PH ONALASKA WI 54650
18-3551-0	1216 COUNTY ROAD PH	MICHAEL S PETERSON	1216 COUNTY ROAD PH ONALASKA WI 54650
18-3534-0	1217 COUNTY ROAD PH	ALAN LAM	1217 COUNTY ROAD PH ONALASKA WI 54650
18-3550-0	1220 COUNTY ROAD PH	RICHARD C MCGARRY	1220 COUNTY ROAD PH ONALASKA WI 54650
18-3533-0	1221 COUNTY ROAD PH	JEFFREY S WING	1221 COUNTY ROAD PH ONALASKA WI 54650
18-3549-0	1222 COUNTY ROAD PH	RONALD E GJERTSEN	1222 COUNTY ROAD PH ONALASKA WI 54650
18-3533-1	1223 COUNTY ROAD PH	DUSTIN W SCHILLING	1223 COUNTY ROAD PH ONALASKA WI 54650
18-3575-0	1227 COUNTY ROAD PH	(LE) LAVONNE B MAINZ	1227 COUNTY ROAD PH ONALASKA WI 54650
18-3573-0	1258 COUNTY ROAD PH	C/O RSM MCGLADREY INC	310 BROADWAY AVE S RM 300 ROCHESTER MN 55904
18-3574-0	1264 COUNTY ROAD PH	C/O METES & BOUNDS MGMT CO	6640 LYNDALE AVE S STE 100 RICHFIELD MN 55423-2385
18-3571-500	COUNTY ROAD PH	CITY OF ONALASKA	415 MAIN ST ONALASKA WI 54650
18-3531-6	COUNTY ROAD PH	LACROSSE COUNTY	400 4TH ST N RM 2350 LA CROSSE WI 54601
18-3531-7	COUNTY ROAD PH	JLP ASSOCIATES II	6500 CITY WEST PKY STE 315 EDEN PRAIRIE MN 55344
18-3531-8	COUNTY ROAD PH	LACROSSE COUNTY	400 4TH ST N RM 2350 LA CROSSE WI 54601
18-3850-0	717 DUTTON ST	CHONG P XIONG	717 DUTTON ST ONALASKA WI 54650
18-3851-0	719 DUTTON ST	EDWARD H EGLOFF	W7545 ST CROIX AVE HOLMEN WI 54636
18-3844-0	720 DUTTON ST	JEFFREY S FIMREITE	W389 CHIPPEWA PASS MONTELLO WI 53949-7903
18-3852-0	721 DUTTON ST	PATRICK A LAWRENCE	721 DUTTON ST ONALASKA WI 54650
18-3845-0	722 DUTTON ST	MICHAEL J LAVELLE	722 DUTTON ST ONALASKA WI 54650
18-3846-0	724 DUTTON ST	GAYLORD N DOLPHIN	724 DUTTON ST ONALASKA WI 54650
18-3898-0	705 KRUEGER CT	DEBORAH L SCHLAFER	705 KRUEGER CT ONALASKA WI 54650
18-3892-0	706 KRUEGER CT	DOUGLAS R DICKENSON	706 KRUEGER CT ONALASKA WI 54650
18-3899-0	707 KRUEGER CT	ROBERT LEVENDOSKI	707 KRUEGER CT ONALASKA WI 54650
18-3893-0	708 KRUEGER CT	HALEY A HAUS	708 KRUEGER CT ONALASKA WI 54650
18-3900-0	709 KRUEGER CT	GRETCHEN H WERNER	709 KRUEGER CT ONALASKA WI 54650
18-3894-0	710 KRUEGER CT	LEON FRANCK	710 KRUEGER CT ONALASKA WI 54650-8530
18-3531-1	9342 STATE ROAD 16	LANY W LLC	4800 FEDERAL HIGHWAY N STE B205 BOCA RATON FL 33431
18-3531-1	9344 STATE ROAD 16	LANY W LLC	4800 FEDERAL HIGHWAY N STE B205 BOCA RATON FL 33431
18-3531-2	9346 STATE ROAD 16	JAY HOESCHLER	1131 MAIN ST ONALASKA WI 54650
18-3530-10	9348 STATE ROAD 16	JLP ASSOCIATES II OF EDEN PRAIRIE	6500 CITY WEST PKY STE 315 EDEN PRAIRIE MN 55344-7701
18-3531-3	9352 STATE ROAD 16	LOW JOINT REVOCABLE TRUST	2519 CEDAR CREEK LN ONALASKA WI 54650
18-3538-0	9360 STATE ROAD 16	VALLEY PLAZA LLC	711 3RD ST S LA CROSSE WI 54601
18-3529-0	9362 STATE ROAD 16	C/O PAYLESS SHOESOURCE	PO BOX 3560 TOPEKA KS 66601-3560
18-3589-8	9364 STATE ROAD 16	C/O WISCONSIN HOSPITALITY GROUP	2120 PEWAUKEE RD STE 200 WAUKESHA WI 53189-2491
18-3589-9	9366 STATE ROAD 16	SPIRIT SPE PORTFOLIO 2006-1 LLC	700 PILGRIM WAY GREEN BAY WI 54304
18-3531-5	STATE ROAD 16	JLP ASSOCIATES II OF EDEN PRAIRIE	6500 CITY WEST PKY STE 315 EDEN PRAIRIE MN 55344-7701

RECEIVED

SEP 17 2015

CITY OF ONALASKA


 WISCONSIN DEPARTMENT OF
ADMINISTRATION

 SCOTT WALKER
GOVERNOR
SCOTT A. NEITZEL
SECRETARY

 Municipal Boundary Review
PO Box 1645, Madison WI 53701
Voice (608) 264-6102 Fax (608) 264-6104
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview/>

September 15, 2015

PETITION FILE NO. 13884

 CAROLINE L. BURMASTER, CLERK
CITY OF ONALASKA
415 MAIN ST
ONALASKA, WI 54650-2953

 TERRY J HOULIHAN, CLERK
TOWN OF MEDARY
N3393 SMITH VALLEY RD
LA CROSSE, WI 54601-2988

Subject: SPENCER HEGENBARTH ANNEXATION

The proposed annexation submitted to our office on August 26, 2015, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city and any other contiguous village or city...." so as unincorporated land transitions to city or village status, the resulting boundaries are rational and easy for jurisdictions and residents to follow. The subject petition is for territory that is reasonably shaped and contiguous to the **CITY OF ONALASKA**.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of state a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Secretary of State. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please also include the MBR number with your ordinance as this assists with record keeping. Your MBR number is: 13884**

The address of the Office of the Secretary of State is:

 Annexations and Railroads
Division of Government Records
Office of the Secretary of State
PO Box 7848
Madison WI 53707-7848

Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,



Erich Schmidtke, Municipal Boundary Review

cc: petitioner

Agenda Item #9 - Consideration of Changes to Zoning Fees

	Total Approx. Hours of Staff Time	Total Approx. City Expenses *	Current Fee	Proposed Fee
Conditional Use Permit Application				
Staff Time (hrs)	11			
Direct Expenses		\$169	\$150	\$250
Rezoning Application				
Staff Time (hrs)	9.5			
Direct Expenses		\$268	\$150	\$300
Republication (for CUP, Rezoning/PUD, Variance, ROW Discontinuance)				
Staff Time (hrs)	5			
Direct Expenses		\$119	\$0	\$100
Certified Survey Map Review				
Staff Time (hrs)	7.5			
Direct Expenses		\$47	\$40 + \$10/lot	\$75 + \$10/lot
Zoning Verification Letter - Residential				
Staff Time (hrs)	2.5			
Direct Expenses		\$0	\$0	\$25
Zoning Verification Letter - Commercial				
Staff Time (hrs)	6.5			
Direct Expenses		\$59	\$0	\$100
Site Plan Review - Accessory Structures w/Disturbed Areas Less than 1,200 s.f. and/or Principle Structure Additions under 250 s.f.				
Staff Time (hrs)	11			
Direct Expenses		\$18	\$50	\$75
Site Plan Review - Parking Lot Construction/ Reconstruction and/or Other Site Improvements Without Principle Structure Modifications				
Staff Time (hrs)	13			
Direct Expenses		\$31	\$50 or \$100	\$150
Site Plan Review - Building/ Structural Additions (Including telecommunication tower modifications)				
Staff Time (hrs)	20.5			
Direct Expenses		\$100	\$50 or \$100	\$250
Site Plan Review - New Construction (Including telecommunication tower construction)				
Staff Time (hrs)	31.5			
Direct Expenses		\$132	\$100	\$350
Preliminary Plat Review				
Staff Time (hrs)	15.5			
Direct Expenses		\$258	\$40 + \$10/lot	\$200 + \$25/lot
Final Plat Review				
Staff Time (hrs)	10.5			
Direct Expenses		\$179	\$40 + \$10/lot	\$150 + \$10/lot
Street Vacation / Right-of-Way Discontinuance				
Staff Time (hrs)	9			
Direct Expenses		\$305	\$0	\$300

* City expenses include: publication costs, copying/printing costs, mailing costs, and City Attorney fees.



CITY OF ONALASKA

Agenda Item:
10

STAFF REPORT

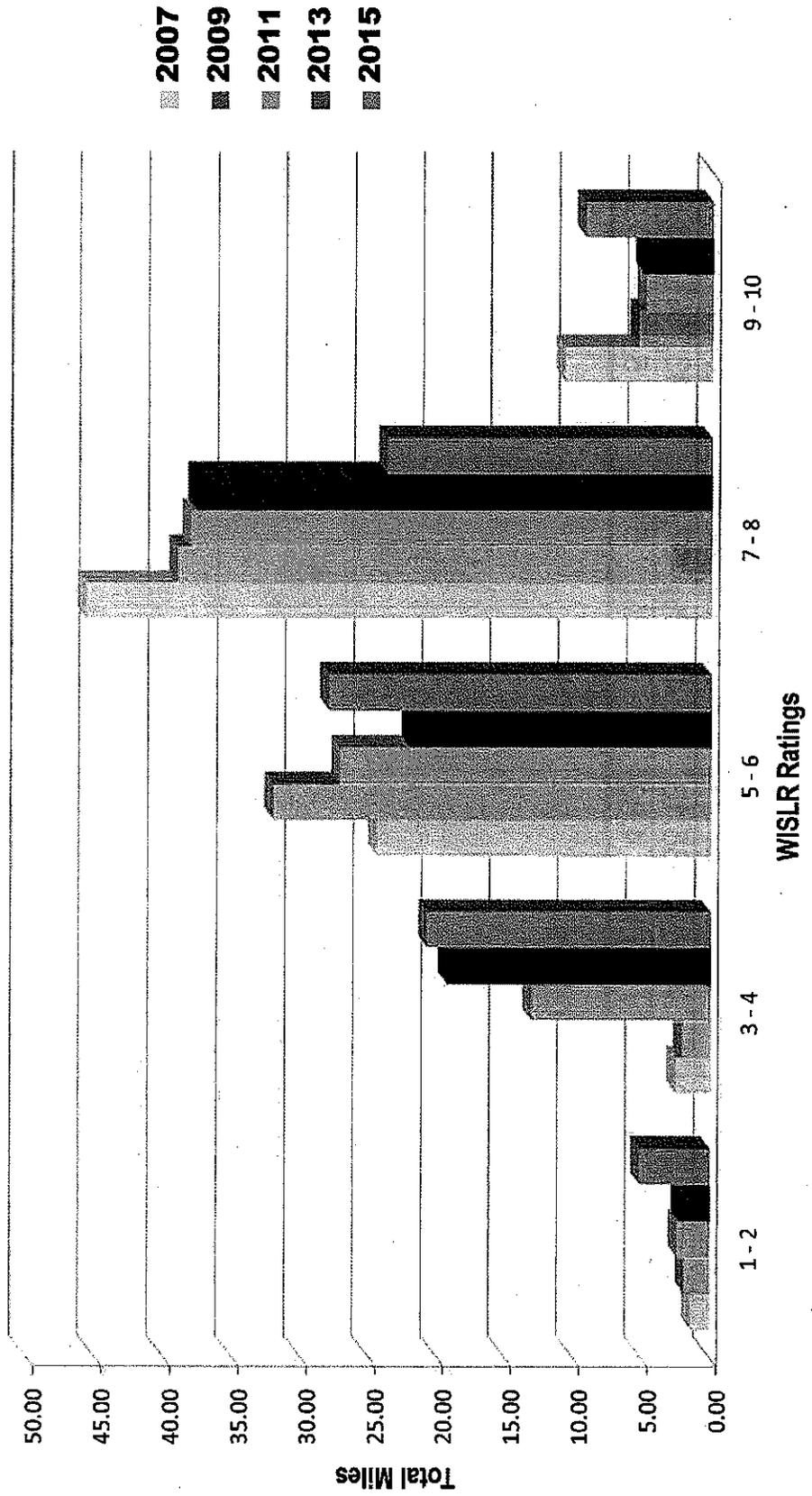
Plan Commission – September 22, 2015

Agenda Item: Review and discussion of 2015 Comprehensive Plan Update & Project Schedule

Background: Below is a **tentative schedule** for the 2015 Comprehensive Plan Update.

September 10, 2015	Long Range Planning Committee (LRPC) recommended that Plan Commission (PC) consider setting a date for a Public Hearing for the Comprehensive Plan.
September 22, 2015	PC consideration of setting a date for a public hearing on November 17, 2015 to gather formal public feedback on 2015 Comprehensive Plan Update (as required by state statute).
September 30, 2015	LRPC to host “Public Open House” to review all chapters of the 2015 Comprehensive Plan Update. (Maps, Chapters, etc.)
October 15, 2015	LRPC to review comments made during “Public Open House” and consideration of changes to the draft document. Depending on the level and type of public comment, LRPC to possibly consider a recommendation of the final draft of the 2015 Comprehensive Plan Update for review by PC. If needed, LRPC would review public comment and discuss possible changes to the Plan at additional and/or future meetings.
October 27, 2015 and November 17, 2015	PC review of comments received from “public open house”, LRPC changes to the Comprehensive Plan draft, and to provide feedback to staff on 2015 Comprehensive Plan Update document.
December 15, 2015	PC to potentially hold Public Hearing for 2015 Comprehensive Plan Update. Potentially (depending on the type/amount of comment received at the Public Hearing): A. PC to consider approval of the planning document (with changes, if any) and recommendation for Common Council adoption; OR B. PC to recommend staff and LRPC consider for further modifications to the planning document. Review revised final draft would tentatively occur at the January 26, 2015 meeting.
January 12, 2015	Common Council consideration of a recommendation for 2015 Comprehensive Plan Update adoption. (If Option A selected).
January 26, 2015	PC consideration of comments/changes following the public hearing and, potentially, consideration of approval of the planning document and recommendation for Common Council adoption. (If Option B selected).
February 9, 2015	Common Council consideration of a recommendation for 2015 Comprehensive Plan Update adoption. (If Option B selected).

City of Onalaska WISLR Ratings + Mileage - 2007-2015



WISLR
CITY OF ONALASKA STREETS
2007 - 2015

Rating	2007		2009		2011		2013		2015	
	Miles	% of Total								
1 - 2	1.41	1.7%	1.88	2.3%	2.40	2.8%	2.18	2.5%	5.12	5.9%
3 - 4	2.53	3.0%	2.05	2.5%	13.11	15.3%	19.33	22.4%	20.80	23.9%
5 - 6	24.52	28.9%	32.08	39.9%	27.21	31.7%	22.07	25.6%	28.03	32.2%
7 - 8	45.69	53.8%	39.09	48.6%	38.13	44.5%	37.69	43.7%	23.80	27.3%
9 - 10	10.76	12.7%	5.37	6.7%	4.88	5.7%	5.00	5.8%	9.28	10.7%