

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

1

1 The Meeting of the Plan Commission Sub Committee of the City of Onalaska was called to order  
2 on Tuesday, October 18, 2016. It was noted that the meeting had been announced and a notice  
3 posted at City Hall.

4

5 Roll call was taken, with the following members present: Skip Temte, City Engineer Jarrod  
6 Holter, Ald. Bob Muth

7

8 Also Present: Interim Land Use and Development Director Katie Aspenson, Fire Chief Don  
9 Dominick

10

11 **Item 2 – Approval of minutes from previous meeting**

12

13 Motion by Skip, second by Jarrod, to approve the minutes from the previous meeting as printed  
14 and on file in the City Clerk’s Office.

15

16 On voice vote, motion carried.

17

18 **Item 3 – Public Input (limited to 3 minutes per individual)**

19

20 This item was not included on the recording.

21

22

**Consideration and possible action on the following items:**

23

24 **Item 4 – Review and Consideration of a Conditional Use Permit application to allow the**  
25 **operation of a child care center at 1828 Main Street East, Onalaska, WI 54650 submitted**  
26 **by Marty Groth of Grandma’s Arms, 1828 Main Street East, Onalaska, WI 54650 (Tax**  
27 **Parcel #18-4112-0)**

28

29

1. Conditional Use Permit Fee of \$250.00 (PAID).

30

31

2. All signs require permits.

32

33

3. Owner/developer shall pay all fees and have all plans reviewed and approved by the City  
34 prior to obtaining a building permit. Owner/developer must have all conditions satisfied  
35 and improvements installed per approved plans prior to issuance of occupancy permits.

36

37

4. All conditions run with the land and are binding upon the original developer and all heirs,  
38 successors and assigns. The sale or transfer of all or any portion of the property does not  
39 relieve the original developer from payment of any fees imposed or from meeting any  
40 other conditions.

41

42

5. Any omissions of any conditions not listed in meeting minutes shall not release the

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

2

43 property owner/developer from abiding by the City's Unified Development Code  
44 requirements.

45  
46 Motion by Skip, second by Jarrod to move this item forward with the 5 conditions of approval to  
47 the Plan Commission.

48  
49 On voice vote, motion carried.

50  
51 **Item 5 – Review and Consideration of a Planned Unit Development (PUD) application filed**  
52 **by Abbey Court Apartments, LLC on behalf of Abbey Court Apartments, LLC and Three**  
53 **Amigos Property Management, LLC, 1310 Wisconsin Street West, Sparta, WI 54656, for**  
54 **the purpose of developing a multifamily development which includes six (6) multifamily**  
55 **apartments and one (1) clubhouse building on the properties located at 435 Hilltop Drive,**  
56 **2119 Abbey Road/335 Abbey Court, 325 Abbey Court, 315 Abbey Court, 305 Abbey Court,**  
57 **310 Abbey Court, 330 Abbey Court/2109 Abbey Road, 2099 Abbey Road, and Abbey Road,**  
58 **Onalaska, WI 54650 (Tax Parcels #18-4511-300, 18-6361-0, 18-6362-0, 18-6363-0, 18-6364-**  
59 **0, 18-6365-0, 18-6366-0, 18-6367-0, & 18-4511-305)**

- 60
- 61 1. Owner/developer shall abide by all requirements and conditions of the Abbey Road Plat  
62 approved by the Common Council on June 11, 2013.
  - 63
  - 64 2. PUD Application Fee of \$700.00 (PAID).
  - 65
  - 66 3. Park Fee of \$922.21 (per unit) due prior to issuance of building permit for each building  
67 and/or lands dedicated and improvements to City as approved by the Park Board and  
68 Common Council which may offset Park Fees. 344 total units \* \$922.21/unit =  
69 \$317,240.24.
  - 70
  - 71 4. Topography Map fee of \$10.00 (per acre).
  - 72
  - 73 5. Final Implementation Plan to be submitted for review and approval prior to any  
74 development activities.
  - 75
  - 76 6. Site Plans will be required for individual buildings/parking lots/drives/etc., to be  
77 reviewed and approved by City Staff.
  - 78
  - 79 7. Owner/developer to provide a copy of the Declaration of Covenants, Conditions and  
80 Deed Restrictions, etc., that at a minimum address maintenance, repair, and replacement  
81 of parking lots/private drives, the buildings including all common areas and green spaces,  
82 stormwater management/easement areas, as well as any ownership or use restrictions to  
83 the Planning Department and recorded at the La Crosse County Register of Deeds. Any  
84 amendments to the aforementioned document to be recorded at the La Crosse County

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

3

- 85 Register of Deeds and a copy provided to the Planning Department.  
86
- 87 8. Owner/developer to submit a master signage plan noting location(s) of freestanding  
88 monument signs for internal traffic control.  
89
- 90 9. Owner/developer to abide by the Airport Overlay Height Zoning Ordinance and obtain  
91 any necessary permits from the City of Onalaska and/or City of La Crosse as needed.  
92
- 93 10. Owner/developer to submit a master grading and stormwater plan to be approved by the  
94 City Engineer.  
95
- 96 11. Thirty (30) percent slopes to be identified on a plan and also indicate a ten (10) foot  
97 buffer surrounding the identified slopes.  
98
- 99 12. Owner/developer to maintain existing stormwater detention area along southern parcel  
100 line.  
101
- 102 13. Owner/developer to submit a digital and hard copy of the WIDNR NR 2016/NOIC  
103 application, permit and associated data prior to construction to the Engineering  
104 Department. A City Erosion Control Permit for greater than one (1) acre of land  
105 disturbance is required before any earth moving activities occur. Permit to be reviewed  
106 and approved a minimum of ten (10) days prior to construction activities.  
107
- 108 14. All erosion control BMPs (Best Management Practices) to be installed prior to the start of  
109 any construction activities. Swale areas/stormwater ponds to be dug prior to start of  
110 construction and prior to initial grading to act as sediment traps. Track pad(s) to be  
111 installed with a minimum of 3 to 6-inch stones, one (1) foot deep and fifty (50) feet in  
112 length. All disturbed areas to have black dirt placed and seeded within seven (7) days of  
113 disturbance.  
114
- 115 15. Owner/developer to submit a utility master plan (including any phasing) to be approved  
116 by the City Engineer. Any utilities dedicated to the City of Onalaska shall be in a  
117 dedicated right-of-way, outlot or easement.  
118
- 119 16. Street right-of-way for a future street must be dedicated along north parcel line or  
120 owner/developer to work with neighboring property owner to the north for a mutual  
121 dedication. Future street must be installed to City standards fifty (50) beyond any  
122 proposed driveway access. Temporary cul-de-sac to be installed at end of new street.  
123
- 124 17. Owner/developer to request and have the vacation of Abbey Court finalized prior to any  
125 construction activities. Outcome of this action is that Abbey Court will become a private  
126 drive entrance off of Abbey Road.

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

4

- 127  
128 18. Parcels to be combined into one (1) parcel for the principal and accessory structures and  
129 the parking lot to be located on one parcel. Contact La Crosse County Land Records  
130 Department to complete this condition. Parcel modification to be completed prior to  
131 issuance of a building permit.  
132
- 133 19. City furnished inspector required during utility installations and developer to pay costs.  
134
- 135 20. As-builts of all utility work required to be submitted to the Engineering Department.  
136
- 137 21. Water services not utilized as part of development shall be abandoned at main.  
138
- 139 22. Owner/developer to obtain letters from utility service providers noting that there is  
140 adequate power, natural gas, and telephone/internet services available to serve this  
141 project and provide to the Engineering Department.  
142
- 143 23. Owner/developer to receive written approval from Dairyland Power regarding planned  
144 development and locations of buildings in relation to easement on the parcel in question.  
145
- 146 24. Owner/developer to submit final, colored renderings of all four (4) sides of proposed  
147 buildings noting architectural elevations with details and materials to be approved by the  
148 Planning Department.  
149
- 150 25. Owner/developer to submit a master open space plan with provision for maintenance to  
151 be approved by the Planning Department.  
152
- 153 26. Owner/developer to submit a master landscaping plan to be approved by the Planning  
154 Department.  
155
- 156 27. Owner/developer to submit a pedestrian accessibility plan (trails, connections, etc.) to be  
157 approved by the Engineering & Planning Departments.  
158
- 159 28. Owner/developer to install sidewalk to City standards along full length of Abbey Road.  
160
- 161 29. Any future improvements to these parcels will be subject to additional City permits (i.e.,  
162 site plan approvals, building permits, zoning approvals). Owner/developer shall pay all  
163 fees and have all plans reviewed and approved by the City prior to obtaining a building  
164 permit. Owner/developer must have all conditions satisfied and improvements installed  
165 per approved plans prior to issuance of occupancy permits.  
166
- 167 30. All conditions run with the land and are binding upon the original developer and all heirs,  
168 successors and assigns. The sale or transfer of all or any portion of the property does not

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

5

169           relieve the original developer from payment of any fees imposed or from meeting any  
170           other conditions.

171

172           31. Any omissions of any conditions not listed in minutes shall not release the property  
173           owner/developer from abiding by the City's Unified Development Code requirements.

174

175   Katie gave a summary of the proposed development based off the staff report.

176

177   Motion by Ald. Muth, second by Skip to move this item forward with the 31 conditions of  
178   approval to Plan Commission.

179

180   Jarrod said the future street that was laid out on the north property line as part of the original  
181   Abbey Road development. This street hopefully would serve the future development to the west.  
182   Jarrod said one of the conditions asks that the street be stubbed in so there are two ways in and  
183   out to Abbey Road. Jarrod said the development would be phased, and both city staff and Fire  
184   Chief Dominick would need to determine at which point both access points need to be installed.  
185   Jarrod noted he had spoken with the project engineer, who has supplied him with diagrams  
186   showing it is possible to have a 42-foot turning radius around all the driveways. Jarrod pointed  
187   out that Abbey Road currently does not go through to the north to the township section; however,  
188   Jarrod said he believes this will change sometime in the future. Currently there is one way in  
189   and one way out coming from East Avenue. L.B. White has a second access off Mason Street,  
190   and emergency vehicles could drive through L.B. White's parking lot if necessary.

191

192   Fire Chief Dominick said the National Fire Protection Association specifies that subsequent  
193   ways of entry are necessary when there are certain categories and numbers of residents or  
194   parking spaces. Fire Chief Dominick said, "Back in August we started with a conceptual. I  
195   know this isn't a plan review, but I just wanted to make sure that the comments that were  
196   indicated as early as August not only need to be an integral part of this plan, but we can only  
197   build this right once. For the life safety of the people who are there, for the protection of the  
198   property, for ingress and egress, and to make sure that the equipment that's required to take care  
199   of those properties as long as they are there, [we need to] build it right and take a look at the  
200   infrastructure. [We need to make sure] we have enough water and [it's] in the right location and  
201   we don't have dead ends and we have radius we can make turns with so we have access to the  
202   buildings."

203

204   Jarrod said, "I think when you look at the plan, obviously there are some things we have to go  
205   through with the Chief as far as making sure we can get to three sides of the building with the  
206   ladder truck and making sure what I would call the main loop coming off Abbey Court going  
207   into these areas, due to the density, would be a little bit more than the normal ... The Fire Chief  
208   typically wants a minimum of 24 feet. I think we have to treat it a little bit more like the existing  
209   city street going in there. Those are things that we need to err a little bit on the conservative  
210   side."

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

6

211

212 Jarrod addressed traffic, citing standards that state there will be nine vehicles per single-family  
213 residential home. Jarrod estimated there would be between 2,000 and 3,000 trips per day once  
214 full buildout is achieved. Jarrod also noted Abbey Road goes out to East Avenue, which is a  
215 collector in the city's traffic system, and he predicted that traffic will split equally. Jarrod said  
216 city staff works with Fire Chief Dominick to ensure there are fire flows and adequate services for  
217 the development. There is a 12-inch water main stubbed in, and Jarrod noted he had begun  
218 examining the engineering plans after receiving them a week ago. Jarrod said it might be  
219 necessary to loop the water main from L.B. White to the development. However, there is  
220 sufficient flow from the water main to provide adequate fire flows.

221

222 Skip said the UDC has a maximum height requirement of 40 feet and asked the reasoning behind  
223 this requirement.

224

225 Jarrod said he believes the maximum height for an R-4 development is 45 feet, adding he  
226 believes it was meant for a three-story building. Jarrod said he believes the Fire Department  
227 would face the biggest challenge as the height increases. Jarrod said he believes there will be  
228 sprinklers in all the buildings. Jarrod also said the request to construct four-story units is one of  
229 the most significant items in the PUD.

230

231 Skip asked Jarrod if he sees any challenges arising from 54-foot structures.

232

233 Jarrod said, "There are problems with every foot higher [a structure is], but it's just a matter of,  
234 can we handle those items that come up and/or does it fit with the characteristics of the  
235 neighborhood? Does it fit with the characteristics of housing? Does it fit in the area itself?  
236 Does the topography lend to it? Is it all one-story homes where a 50-foot building looks out of  
237 place? Those are a variety of things that I think should go into the decision-making process."

238

239 Katie noted the city outright permits 45 feet and said the applicant is requesting an additional 9  
240 feet for the buildings.

241

242 Fire Chief Dominick said he also considers himself a risk manager in addition to serving as the  
243 City of Onalaska's Fire Chief, stating, "I feel it's my responsibility and my duty and obligation  
244 to the residents, the developers and the business owners in the community to talk about risk.  
245 Jarrod is exactly right. [Regarding] risk for people in a building or firefighters battling a fire, the  
246 bigger it is square-footage wise on one floor, it's tougher for civilians or firefighters to bail.  
247 There's further to go to get out. Cinder-block buildings don't have windows; you can't bail.  
248 When we take a look at stories as they move upward, we have more people and there is a bigger  
249 life safety issue. Obviously people can't be jumping out of windows, so we're going to have to  
250 gain access. We have an aerial device, a bucket, that is a 95-foot optimum. But when we set up  
251 the outriggers we need a minimum of 21 feet when the outriggers go out. That's the reason for,  
252 and the rationale behind, having a secondary way in or out. We can't have fire trucks passing the

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

7

253 fire truck once we hit a hydrant. We can't disconnect and start up another one. If we go to have  
254 to evacuate residents they're going to have to get out. If we have our other apparatus there and  
255 we get a medical call for somewhere else, we have rationale there that we have to have a way to  
256 get out. We're taking a look at what we have in the way of ... We had it written down at the  
257 preconceptual in August. The ISO at it for insurance rates. It's called NFF, or needed fire flow.  
258 There are minimum fire flows that are required based on height, width, density, and what it's  
259 made out of. And we have to remember that we have underground parking. ... As I say, this is  
260 something that the developer is looking for approval and I was asked these questions. I just want  
261 to make sure that there are many, many components that we look at as it's going up."

262

263 Skip said, "In other words, it can be done but we need to do it right."

264

265 Fire Chief Dominick said he sometimes uses the example that the City of Onalaska not only  
266 seeks growth, but also quality growth and stated, "I want to make sure that the services are there  
267 to protect that growth. And once all is said and done, the Fire Department are the individuals  
268 who have to maintain and protect the building, and [also] what's in that building, as long as that  
269 building is there. So yes, we definitely want to do it right the first time."

270

271 Ald. Muth noted there is a motion on the floor to forward review and consideration of a Planned  
272 Unit Development (PUD) application filed by Abbey Court Apartments, LLC to the full Plan  
273 Commission with no recommendation with 31 conditions of approval. Ald. Muth also reminded  
274 those in attendance that this is just the first step in the process.

275

276 Jarrod said he equivalates this PUD to a large housing plat, stating that while it would be ideal to  
277 have the other end of Abbey Road open he believes the city can make items such as water, sewer  
278 and storm sewer work. Jarrod said, "Will there be changes in characteristics to the  
279 neighborhood? I think so. We're already seeing that with the development of apartment  
280 buildings on the northeast side of Abbey Road." Jarrod also said he will be seeking input from  
281 Parks and Recreation Director Dan Wick because there will be several individuals in one area.

282

283 Ald. Muth asked if any of the neighbors have been contacted.

284

285 **Rick Beyer, Representative for Three Amigos Property Management, LLC**

286

**1310 Wisconsin Street West**

287

**Sparta**

288

289 "The only real neighbors we have up there is Eagle Crest, and I have not talked to them. Terry  
290 Weiland is right across the street, and I'm not sure about the guy on the northeast corner. But no,  
291 I haven't been in contact with them. All these parcels are zoned R-4 Multifamily, so as long as  
292 we came in on the individual lots that are already there, we could put up a building as long as it  
293 meets R-4 zoning code. We could design a building, ask for a permit, it would go through the  
294 heads and they would issue a permit [so that] I can put up a building assuming it meets all their

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

8

295 requirements. As we looked at this land mass, it's just so inefficient the way it is now. If we  
296 want to do a bunch of small buildings, it's something we could do. But the PUD allows us to  
297 erase all those lot lines so we can place the buildings where they make sense so we're not  
298 moving things around to fit this lot line because, as they've already alluded to, you have to stay  
299 within the setbacks. There are a multitude of things that go along with that. The four-story issue  
300 came up – and we've vacillated on this with three-story [or] four-story – [and] Eagle Crest is  
301 already at four stories. A four-story building, in my opinion, a precedence has already been set  
302 in that neighborhood. So when you have a building that sticks out, a four-story building in a  
303 bunch of single-family homes, I understand that. But this is already there. This is not something  
304 I'm talking about. This is already there. Across the street, our neighbors are multifamily. The  
305 City of Onalaska doesn't have any vacant R-4 lots. There are two lots I can think of, and they've  
306 been zoned R-4 forever and they haven't been built on. There hasn't been any multifamily  
307 brought into the city as far as vacant land. This is kind of a rare opportunity. Typically when  
308 you talk about multifamily zoning you get a whole houseful of people objecting to it. There are  
309 no neighbors around here to object to it. You have L.B. White, you have Eagle Crest, and the  
310 apartment buildings are already across the street. I get all the issues you're talking about with  
311 the Fire Chief because we've had this conversation many times. This is above my pay grade, so  
312 that is why Jarrod is sitting here. ... This is a very preliminary process. Hopefully we can whittle  
313 some of those things down and come up with a plan that's agreeable to everybody.”

314

315 On voice vote, motion carried.

316

317 **Item 6 – Subdivision Review of a Preliminary Plat submitted by Chris Meyer of Dream**  
318 **Builders of Wisconsin, LLC, 1589 Medary Lane, Onalaska, WI 54650 on behalf of Brian**  
319 **Miller of Nathan Estates, LLC, 1820 Tahoe Place, Onalaska, WI 54650 and Coronado**  
320 **Villas, LLC, 123 7<sup>th</sup> Street South, La Crosse, WI 54601 for Coronado Circle Development,**  
321 **a 24-parcel lot land division (3.07 acres) along Coronado Circle (private drive) within**  
322 **Nathan Hills Estates located at 462-480 Coronado Circle, 442-452 Coronado Circle, 422-**  
323 **432 Coronado Circle, 402-412 Coronado Circle, 465-467 Coronado Circle & 475-477**  
324 **Coronado Circle, Onalaska, WI 54650 (Tax Parcels #18-5955-3, 18-5955-8, 18-5955-7, 18-**  
325 **5955-6, 18-5955-10 & 18-5955-11)**

326

327 1. Preliminary Plat Fee of \$200.00 + \$25.00 per lot x 24 lots = \$800.00 (PAID).

328

329 2. Applicant shall abide by all requirements and conditions of previous Drainage and  
330 Stormwater Plan approvals and with previous subdivision, plat and PUD approvals for  
331 Nathan Hills Estates.

332

333 3. Rear yards of the parcels along the “outer circle” of Coronado Circle (private drive) to  
334 maintain a 10-foot buffer along rear property line for drainage purposes. Preliminary and  
335 Final Plat to be modified to show buffer area.

336

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

9

- 337 4. The addition of decks to the parcels along the “outer circle” of Coronado Circle (private  
338 drive) will restrict future accessory structure.  
339
- 340 5. Homeowner’s Association or Condominium Association will be established to address  
341 maintenance, repair, and replacement of Coronado Circle, the buildings, including all  
342 common areas and green spaces, stormwater management/easement areas, as well as any  
343 ownership or use restrictions. Additionally, the Homeowner’s Association document  
344 shall include:
- 345 a. Annual contribution from each property for property taxes, repair and replacement  
346 fund;
  - 347 b. The Homeowner’s Association shall reserve the right to lien each property if an  
348 owner defaults on such homeowner’s payments due to the association; and
  - 349 c. The Homeowner’s Association shall provide a statement of outstanding fees due and  
350 annual fees anticipated at the request of the owner or owner’s realtor (collectively, the  
351 “City Requirements”).  
352

353 All Homeowner’s Association or Condominium Association documents shall be recorded  
354 with the La Crosse County Register of Deeds prior to any land transfers. The Planning  
355 Department shall be provided with a copy of all Homeowner’s Association or  
356 Condominium Association documents intended for recording for confirmation of  
357 inclusion of the City Requirements. Failure to include the City Requirements shall cause  
358 revocation of all permits for the development and shall cause no new permits to be  
359 issued. Following recording of such documents, the recorded copies should be placed on  
360 file with the City of Onalaska Planning Department. No amendment to the Homeowner’s  
361 Association or Condominium Association documents shall occur without a delivery of  
362 the amendment to the Planning Department.  
363

- 364 6. All abutting property/parcel lines to be modified to centerline of the Coronado Circle  
365 easement. All drainage, access and utility easements shall be reflected in the plat.  
366
- 367 7. Creation and recording of legal documents to define ownership, access easements,  
368 drainage easements, utility easements (both for public water main, hydrant and private  
369 service connections) and maintenance of Coronado Circle.  
370
- 371 8. The final lift of asphalt is required for the private street known as Coronado Circle. The  
372 final lift shall be installed to the satisfaction of the City Engineer prior to June 15, 2016.  
373
- 374 9. Coronado Circle (drive) shall not have on-street parking on both sides. Restriction to be  
375 added to the association documents.  
376
- 377 10. All conditions run with the land and are binding upon the original developer and all heirs,  
378 successors and assigns. The sale or transfer of all or any portion of the property does not

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

10

379           relieve the original developer from payment of any fees imposed or from meeting any  
380           other conditions.

381  
382           11. Any omissions of any conditions not listed in the minutes shall not release the property  
383           owner/developer from abiding by the City's Unified Development Code requirements.  
384

385           Katie said that at its February 9, 2016 meeting the Common Council had approved an  
386           amendment to the Nathan Hills Estates PUD which showed a conceptual division of the existing  
387           six parcels that surround Coronado Circle (private drive) into 24 individual parcels of land. One  
388           of the conditions of approval for the PUD amendment required the submittal of a Preliminary  
389           and Final Subdivision Plat for review and approval by the Plan Commission, the Common  
390           Council, and the relative State of Wisconsin agencies. All the parcel boundaries that abutted  
391           Coronado Circle (private drive) were to be modified so that the centerline of Coronado Drive  
392           was the boundary where they met. The private drive was not included in the parcels prior to that,  
393           and Katie said this is to ensure that the parcels are taking ownership of the private drive. Also,  
394           all drainage, access and utility easements are to be reflected in the plat. Katie said city legal  
395           counsel has performed a review of the "Restated Declaration of Covenants, Conditions, and  
396           Restrictions of the Nathan Hills Estates Planned Unit Development," which were to be provided  
397           to the city. Katie said City Attorney Sean O'Flaherty has suggested some edits to the document  
398           which are necessary to fulfill the conditions of approval tied to the approved PUD amendment.  
399           Katie said the applicant is requesting approval of the preliminary plat and noted staff has  
400           included 11 conditions of approval. Katie noted that the buildings have been constructed with  
401           the exception of the two twindos that currently are being constructed on the center island.  
402

403           Motion by Skip, second by Jarrod, to recommend approval to the Plan Commission with the 11  
404           attached conditions a Preliminary Plat submitted by Chris Meyer of Dream Builders of  
405           Wisconsin, LLC, 1589 Medary Lane, Onalaska, WI 54650 on behalf of Brian Miller of Nathan  
406           Estates, LLC, 1820 Tahoe Place, Onalaska, WI 54650 and Coronado Villas, LLC, 123 7<sup>th</sup> Street  
407           South, La Crosse, WI 54601 for Coronado Circle Development, a 24-parcel lot land division  
408           (3.07 acres) along Coronado Circle (private drive) within Nathan Hills Estates located at 462-480  
409           Coronado Circle, 442-452 Coronado Circle, 422-432 Coronado Circle, 402-412 Coronado  
410           Circle, 465-467 Coronado Circle & 475-477 Coronado Circle, Onalaska, WI 54650.  
411

412           Skip inquired about Condition No. 8, which states the final lift of asphalt shall be installed by  
413           June 15, 2016.

414  
415           Jarrod said this condition should be corrected to read that the final lift of asphalt shall be  
416           installed by June 15, 2017.

417  
418           On voice vote, motion carried.

419  
420

**Plan Commission Sub Committee**

**of the City of Onalaska**

Tuesday, October 18, 2016

11

421 **Item 7 – Discussion and consideration of an amendment to the Unified Development Code**  
422 **(UDC) regarding draft language for the creation of a new Medical Campus Zoning District**  
423

424 Katie said a copy of the proposed draft ordinance has been included in committee members’  
425 packets, noting there have been few changes from September. Katie noted the Plan Commission  
426 had directed city staff to meet with representatives from both Gundersen and Mayo, and also to  
427 obtain feedback on the proposed draft language. Katie said city staff had met with  
428 representatives from Gundersen and noted committee members’ packets include a copy of a  
429 letter from Gundersen. Gundersen representatives asked that the list of conditional uses be  
430 further explained, and Katie noted this topic also had been discussed during a meeting with  
431 Mayo representatives. There also was a discussion regarding whether or not the land had to be  
432 contiguous for the five acres. Katie said some of the entities were in favor of allowing it to be  
433 adjacent if, for example, there was a road separating two facilities. Katie said temporary signage  
434 also had been discussed; specifically, how banners on parking lot lights would be affected. Katie  
435 said she is awaiting written feedback from Mayo representatives. Katie said that representatives  
436 from both Gundersen and Mayo generally favor the code and appreciate the signage portion.

437  
438 Motion by Skip, second by Ald. Muth, to forward to the October 25 Plan Commission meeting  
439 discussion and consideration of an amendment to the Unified Development Code (UDC)  
440 regarding draft language for the creation of a new Medical Campus Zoning District.

441  
442 On voice vote, motion carried.

443  
444 **Item 8 – Review and discussion of a general Boundary Agreement between the City of**  
445 **Onalaska and the Town of Medary and notification of a public hearing regarding the**  
446 **boundary agreement on November 17, 2016 at 7:00 p.m.**

447  
448 Katie said the starting time of the meeting, which will be held at Eagle Bluff Elementary School,  
449 has been changed from 6 p.m. to 7 p.m. The public hearing will be a listening session.

450  
451 Skip referred to a parcel labeled “Town of Onalaska” on Exhibit 7 (map) and noted that the same  
452 parcel on Exhibit 2 (map) is shown to be in the City of Onalaska.

453  
454 Jarrod said Exhibit 7 is incorrect.

455  
456 Motion by Skip, second by Jarrod, to forward to the October 25 Plan Commission meeting  
457 review and discussion of a general Boundary Agreement between the City of Onalaska and the  
458 Town of Medary and notification of a public hearing regarding the boundary agreement on  
459 November 17, 2016 at 7:00 p.m.

460  
461 On voice vote, motion carried.

462  
Reviewed 10/20/16 by Katie Aspenson

**Plan Commission Sub Committee  
of the City of Onalaska**

Tuesday, October 18, 2016

12

463 **Adjournment**

464

465 Motion by Ald. Muth, second by Skip, to adjourn at 5:22 p.m.

466

467 On voice vote, motion carried.

468

469

470 Recorded by:

471

472 Kirk Bey