

# CITY OF ONALASKA MEETING NOTICE

**COMMITTEE/BOARD:** Plan Commission Sub-Committee  
**DATE OF MEETING:** January 19, 2016 (Tuesday)  
**PLACE OF MEETING:** City Hall – 415 Main Street (Common Council Chambers)  
**TIME OF MEETING:** 4:30 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. Review and Consideration of an amendment to the Unified Development Code (UDC) regarding the Mobile Home District (Title 13, Chapter 2, Section 8).
5. Review and Consideration of a substantial alteration determination for the Nathan Hill Estates Subdivision Planned Unit Development (PUD) for 402-412, 415, 422-432, and 442-452 Coronado Circle (Lots 1, 2, & 3 of Certified Survey Map 1661047) and 415 Coronado Circle (Lot 1 of Certified Survey Map 1601242), and 462-468 Timbercrest Drive, submitted by Chris Meyer of Dream Builders of Wisconsin LLC, 1589 Medary Lane, Onalaska, WI 54650 on behalf of Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650 (Tax Parcels # 18-5955-0, 18-5955-2, 18-5955-6, 18-5955-7, & 18-5955-8).
6. Review and Consideration of a rezoning request filed by Steven Jirsa, 1024 Monroe Street, Onalaska, WI 54650 to rezone the property at 1024 Monroe Street, Onalaska, WI 54650 from Public & Semi-Public (P-1) District to Single Family and/or Duplex Residential (R-2) District (Tax Parcel #18-1187-0).

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the committee may attend this meeting to gather information about a subject over which they have decision making responsibility. Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

#### NOTICES MAILED TO:

Mayor Joe Chilsen  
Ald. Jim Binash  
Ald. Jim Olson  
\*Ald. Jim Bialecki - Chair  
Ald. Bob Muth  
Ald. Barry Blomquist  
Ald. Harvey Bertrand  
City Attorney Dept Heads  
La Crosse Tribune Charter Com.  
Onalaska Holmen Courier Life  
WIZM WKTY WLXR WKBH  
WLSU WKBT WXOW  
\*Committee Members

\*Skip Temte  
\*Jarrod Holter, City Engineer  
\* \*Kevin Schubert  
Chris Meyer & Brian Miller  
JD Manske Family Land Holdings LLC  
R. Shane Begley  
Leo Bronston  
Andy LeFebre  
Kevin Fry  
Steven Jirsa  
Plan Comm. Members  
Onalaska Public Library  
\* \* Alternate Member – for City Engineer

Date Notices Mailed and Posted: 1-14-16

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

7. Reconsideration of request for a Conditional Use Permit 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).
8. Consideration of a request to extend the Final Plat submittal requirement for one year, as requested by Kevin Fry, on behalf of Elmwood Partners, 1859 Sand Lake Road, Onalaska, for the 4th Addition to the Country Club Estates Plat (Tax Parcels #18-3566-100 & 18-4479-0).
9. Consideration of a request to extend the Final Plat submittal requirement for one year, as requested by Dr. Leo Bronston, on behalf of French Valley, LLC, 1202 County Rd PH, Suite 100, Onalaska for the French Valley Neighborhood Plat (Tax Parcels # 18-4480-0, 18-4481-0, 18-4482-1, 18-4485-0).
10. Update on Village of Holmen Comprehensive Plan Update.
11. Update on Conditional Use Permit for the cell phone tower at 111 Sand Lake Road, Onalaska, WI 54650, 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 (Tax Parcel #18-767-1).
12. 2015 Development Year End Report.
13. Adjournment



# CITY OF ONALASKA

## STAFF REPORT

Plan Commission Sub-Committee – January 19, 2016

Agenda Item:

# 4

Agenda Item: Review and Consideration an amendment to the Unified Development Code (UDC) regarding the Mobile Home District (Title 13, Chapter 2, Section 8).

Background: The purpose of the changes is to update language within the Mobile Home District of the Unified Development Code.

A summary of proposed changes includes:

- Remove references to the Mobile Home Park License and fees and insert language into Section 7-17-2 of the Onalaska Code of Ordinances, as well as the City's Fee Schedule.
- Modification of zoning district name to Residential – Manufactured and Mobile Home District (R-MMH District).
- Updated definitions.
- Minimum acreage increased to fifteen (15) acres for a mobile home community and minimum space dimensions for individual manufactured and/or mobile homes defined.
- In lieu of a Mobile Home Developer's Permit, the City will require a Site Plan Permit for any new or expansion to a mobile home community, with approvals required by the Plan Commission and Common Council.
- Updated references to State Uniform Dwelling Code and Electrical Code.
- Removal of duplicative regulations as needed.

Please find the attached memo from Attorney Amanda Jackson that provides detailed answers to the questions raised at the December 15, 2015 Plan Commission meeting.

Requested Action: Review and consideration of the proposed ordinance amendment. A public hearing will held at the January 26, 2016 Plan Commission meeting.

**ATTORNEY CLIENT PRIVILEGE**

MEMO

TO: Plan Commission Members

CC: Katie Aspenson, AICP

FROM: Attorney Amanda Jackson

DATE: 1.8.16

RE: Mobile Home District Ordinance

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I received a list of questions with respect to the Ordinance to Amend 13-2-8 R-MMH Mobile Home District. I'll address each accordingly:

- 1) Definition of mobile home, specifically the reference to certification by the Department of HUD. Are mobile homes being grouped with modular homes that are manufactured in a factory and assembled on-site as modular homes and/or pre-fabricated homes that are more common, if so is that a concern? Will this cause any problems for modular/pre-fabricated homes built outside a mobile home park? Is the definition from state statutes?

The definition used in the ordinance is taken directly from Wisconsin Statute §101.91(2) including the reference to the Department of Housing and Urban Development. As described on the HUD website, manufactured homes are constructed according to a code administered by the Department of Housing and Urban Development known as the HUD Code, it requires that all manufactured homes be built on a permanent chassis. Unlike manufactured homes, modular homes are constructed to the same state, local or regional building codes as site-built homes. While people often use the term "mobile home" when referring to manufactured homes, mobile homes are defined by statute as a vehicle manufactured or assembled before June 15, 1976. The City prohibits mobile homes built before 1974 due to safety and construction concerns. Consequently, there are very few actual mobile homes in the City of Onalaska. As modular homes would not fall within the definition of manufactured or mobile home, they would not be subject to the restrictions under this chapter.

- 2) What is the reason the City has for knowing what proposed fees and charges may be imposed on park occupants by the park operator?

This was an existing condition within the ordinances which was not changed. This condition is listed in numerous other municipalities' ordinances around the state,

including but not limited to Galesville, Lyndon Station, East Troy, Dickeyville and others. While I can only speculate as to the reasoning behind it, I believe it was likely for accountability reasons and to ensure that maintenance was being adequately addressed and performed, which continues to be an ongoing concern in the City of Onalaska, especially for street maintenance within Mobile Home Parks.

- 3) Why was the minimum area for a mobile home park increased from 10 acres to 15 acres in size?

The increase was consistent with what certain other cities like Eau Claire was requiring for new mobile home parks. This would only affect new mobile home parks, those already in existence would not be required to increase in size. Additionally, the increased acreage was more in line with some of the other requirements in the City' ordinances for mobile home parks such as walkways, parks and recreational space. The idea was that on a whole the City wanted to discourage smaller sized mobile home parks and if there were going to be new mobile home parks to encourage a more neighborhood like feel with enough space for walkways, sidewalks within the parks, a recreational park or greenway space.

If you have any additional questions, please do not hesitate to contact me.

ORDINANCE NO. -20165

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

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

SECTION 1. Title 13, Chapter 2, Section 8 of the City of Onalaska Code of Ordinances related to the R-MMH Mobile Home District is hereby deleted in its entirety and replaced as follows:

**R-MMH Mobile Manufactured and Mobile Home District.**

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

- (1) Residential-Manufactured and Mobile Home (R-MMH) Zoning Districts may hereafter be established in accordance with the procedures, requirements and limitations set forth in this Chapter. Within such District, manufactured and mobile homes, with such additional supporting uses and occupancies as are permitted herein, may be established subject to the requirements and limitations set forth in these and other regulations.
- (2) It is the intent of this Chapter to recognize mobile homes constructed prior to October 1, 1974, as distinct and different from units designated as Mobile Homes within the definitions of this Chapter and to prohibit units not meeting the requirements for mobile homes as defined herein. Units constructed prior to 1974 are prohibited. Mobile homes meeting the requirements of the one (1) and two (2) family building dwelling code shall not be permitted in a Residential Mobile Home (R-MMH) District except as a conditional use. Permits may be obtained only after approval by the ~~Common Council~~, after a recommendation from the Plan Commission and Common Council.
- (1) No person shall park, locate or place any mobile home outside of a licensed mobile home park in the City of Onalaska, except unoccupied mobile homes may be parked on the lawfully situated premises of a licensed mobile home dealer for the purposes of sale display; the lawfully situated premises of a vehicle service business for purposes of servicing or making necessary repairs; the premises leased or owned by the owner of such mobile home for purposes of sales display for a period not exceeding one hundred twenty (120) days, provided no business is carried on therein, or in an accessory private garage, building or rear yard of the owner of such mobile home, provided no business is carried on therein.

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

- (1) **Mobile and Manufactured Home Communities/Parks.** ~~Mobile Home Communities/Parks mean any plot or plots of ground upon which 3 or more manufactured homes or mobile homes, occupied for~~

dwelling or sleeping purposes, are located and are distinguished from subdivisions lacking common facilities and continuing management services. The latter would be controlled by General Subdivision Regulations, which would apply also to mobile home subdivisions without common open space or continuing management.

- (2) ~~Mobile Home Subdivision.~~ A parcel of land platted for subdivision according to all requirements of the Comprehensive Plan designed or intended for lots to be conveyed by deed to individual owners for residential occupancy primarily by mobile homes.
- (3) ~~Residential Mobile Home.~~ Means a vehicle manufactured or assembled before June 15, 1976, designated to be towed as a single unit or in sections upon a highway by a motor vehicle and equipped and used, or intended to be used primarily for human habitation, with walls of rigid uncollapsible construction, which has an overall length in excess of 45 feet. It includes the mobile home structure, its plumbing, heating, air conditioning and electrical systems and all appliances and all other equipment carrying a manufacturer's warranty. A single-family dwelling built on or after October 1, 1974, in accordance with the ANSI Code (American National Standards Institute) or in accordance with the HUD Code (Housing & Urban Development), both of which govern the heating and cooling systems, electrical systems, fire safety, body and frame construction, thermal protections and plumbing systems. All said homes shall bear the proper approved Wisconsin insignia as required by the Wis. Adm. Code. H.H.R. 20.12-20.17. "Mobile Home" also means a dwelling which is, or was as originally constructed, designed to be transported by any motor vehicle upon a public highway and designed, equipped and used primarily for sleeping, eating and living quarters, or is intended to be so used, and includes any additions, attachments, annexes, foundations and appurtenances, except that a mobile home is not deemed a mobile home if the assessable value of such additions, attachments, annexes, foundations and appurtenances equals or exceeds fifty percent (50%) of the assessable value of the mobile home. The term "mobile home" shall not include a factory-built structure meeting the following requirements:
- (4) ~~Intended to be set on a foundation by virtue of its construction;~~
- (5) ~~Which is normally transported only once, from the factory to the construction site.~~
- (2) Manufactured Home. Either a structure that is designed to be used as a dwelling with or without a permanent foundation and that is certified by the federal department of housing and urban development (HUD) as complying with the standards established under 42 U.S.C. 5401 to 5425, or a mobile home, unless a mobile home is specifically excluded under the applicable statute. It does not include a mobile recreational vehicle, which, from its very beginning, is designed to be permanently affixed to land.
- (6)(3) Mobile Recreational Vehicle. A vehicle which is built on a single chassis, measures 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled, carried or permanently towable by a licensed, light-duty vehicle, licensed for highway use if registration is required and designed primarily for use

not as a permanent dwelling but as a temporary living quarters for recreational, camping, travel or seasonal use.

~~(7)~~(4) **Foundation Siding.** A fire and weather resistant, pre-finished material surrounding the entire perimeter of a home and completely enclosing a space between the exterior wall of such home and the ground. Foundation siding shall be properly vented, harmonious, and compatible with the house and installed within sixty (60) days from the date of placement on site.

~~(8)~~(5) **Primary Exposure.** Open areas adjacent to the front wall (or main entrance) of a dwelling unit.

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

~~(9)~~(7) **Space.** Means a plot of ground within a manufactured or mobile home community, designed for the accommodation of one manufactured or mobile home.

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

~~(10)~~(9) **Unit.** Means a single manufactured or mobile home.

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

(1) Where a R-MMH District is to be established for the development of a manufactured or mobile home community, the minimum area shall be ten-fifteen (150) acres. The minimum number of lots or spaces completed and ready for occupancy before first occupancy is permitted shall be established as twenty-five percent (25%) of total units permitted on zoned site.

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

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

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

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

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

(e) **Mobile Home Park Developer's Site Plan Permit.**

(1) No person shall construct, alter, modify or extend any mobile home park or mobile home park building or facility within the limits of the City without first securing a Mobile Home Park Developer's Site Plan Permit from the City. Such permits shall be issued by the City Planning Department Clerk and Use & Development Director upon

approval by the governing body Plan Commission and Common Council.

- (2) Applications for Mobile Home Park Developer's Site Plan Permits shall be filed with the City Planning Department Clerk and Use & Development Director with sufficient copies for the Clerk to forward one ~~(1)~~ to each the Building Inspector and Fire Chief who shall to investigate and review said application to determine whether the applicant, the premises on which said park will be located and the proposed design and specifications thereof and all buildings proposed to be constructed thereon will comply with the applicable regulations, Ordinances and laws of the State and City and report their findings in writing to the governing body Common Council within sixty (60) days. Such reports shall be considered by the governing body before any permit is issued hereunder. Failure of any officer or body to report within the allotted time shall be deemed a favorable recommendation.
- (3) Applications for Mobile Home Park Developer's Permita Site Plan shall be accompanied by a fee as set forth on the City of Onalaska Fee of Fifty Dollars (\$50.00) to Schedule to cover the cost of investigation and processing, plus regular building permit fees for all buildings or structures to be erected within the proposed park.
- (4) Applications shall be made on forms furnished by the City Planning Department Clerk and shall include the following information specified in Section 13-8-4 in addition to the following:
  - a. Name, and address, and phone number of applicant, and property owner.
  - b. Location and legal description of the proposed park, addition, modification or extension.
  - c. A complete plot site plan and application showing compliance with all applicable provisions of this Chapter, ~~specifically Section 13-5-4.~~
  - d. ~~Completion~~ Complete preliminary engineering plans and specifications, including a scaled drawing of the proposed park showing, but not limited to:
    1. Plans and specifications of all utilities, including: sewerage collection and disposal, storm water drainage, water and electrical distribution and supply, refuse storage and collection, lighting, telephone and TV antenna systems.
    2. Location and width of roadways, drives and walkways, buffer strips, recreational and other common areas.
    3. The location of manufactured or mobile home stands unit with the mobile home spaces, including a detailed sketch of at least one (1) typical mobile home space and stand unit therein.
    4. ~~Landscape plan showing all plantings.~~
  - ~~5. Plans and specifications of all park buildings and structures.~~
  - e. Interest of applicant in proposed manufactured or mobile home park or extension thereof. If owner of tract is a person other than applicant, a duly verified statement by the owner that the applicant is authorized by him/her to construct and maintain the proposed park, addition, modification or extension and make the application.

- f. Written statements describing proposed park operations, management and maintenance, including proposed fees and charges and other requirements to be imposed on park occupants by the park operator.
- (5) Final engineering plans and specifications complying with the provisions of this Chapter and the Zoning Regulations and any modifications or conditions imposed by the governing body shall be submitted to the City Clerk and checked by the proper municipal officials for compliance before the district is approved.
- (6) The procedure for creation of an R-MMH District shall be as prescribed in this Chapter, except that the standards and conditions in Sections 13-13-5-10 and 13-5-7 shall be followed.
- (f) **Standard Requirements for Manufactured and Mobile Home Parks, Additions or Extensions.** All manufactured and mobile home parks and modifications of or additions or extensions to existing parks under the R-MMH District shall comply with the following:
- (1) ~~Chapter 488-177, Wis. Adm. Code, State Uniform Dwelling Code SPS 321.40 and SPS 326 and as now existing or hereafter amended, the State Electrical Code SPS 316, as now existing or hereafter amended,~~ is/are hereby made a part of this Chapter and incorporated herein by reference as if fully set forth, except that such regulations shall not be deemed to modify any requirement of this Chapter or any other applicable law or Ordinance of the State or City.
- (2) The maximum number of mobile home spaces shall be ten (10) per acre and individual spaces shall not be less than four thousand (4,000) square feet in area and arranged to afford ample area for a variety of units, a setback of forty (40) feet from all public rights-of-way and ten (10) feet from any park drive or common area, including common parking areas, minimum side and rear lot setbacks of ten (10) feet, fifteen (15) feet from any other unit, building or structure. The minimum dimensions of a mobile home space shall be forty (40) feet wide by one hundred (100) feet long and n~~o~~ mobile home shall cover more than twenty-five percent (25%) of the lot-space area. Accessory structures, such as awnings, cabanas, storage cabinets, carports, garages, windbreaks or attached porches shall be considered part of the unit for purposes of determining compliance with this provision. The minimum size of a Manufactured or Mobile Home Park shall be ten fifteen (15) acres; the minimum dimensions of a mobile home site shall be forty (40) feet wide by one hundred (100) feet long; a~~All~~ drives, parking areas and walkways shall be of hard-surfaced material (bituminous concrete or similar material capable of carrying a wheel load of four thousand (4,000) pounds and ; there shall be a minimum yard setback of forty (40) feet at all lot lines of the Manufactured or Mobile Home Park; no mobile home site space shall be rented for a period of less than thirty (30) days; there shall be two (2) such surfaced automobile parking spaces for each manufactured or mobile home space.
- ~~;~~ and unless adequately screened by existing vegetative cover, it the park shall be screened by a vegetative buffer in the form of evergreens and/or deciduous plantings; a temporary planting of fast-growing material, capable of reaching a height of fifteen (15) feet or more, such

as hybrid poplar and a permanent evergreen planting, such as White or Norway Pine, the individual trees to be such a number and so arranged that within ten (10) years they will have formed a screen equivalent in opacity to a solid fence or wall. Such permanent plantings shall be grown or maintained to a height of not less than fifteen (15) feet.

- (3) No manufactured or mobile home park shall be laid out, constructed or operated without City water supply and sanitary sewer service. All water or sanitary sewerage facilities in any unit not connected with public water or sewer systems by approved pipe connections shall be sealed and their use is hereby declared unlawful.
- (4) Individual valved water service connections shall be provided for direct use of each unit, so constructed and installed that they will not be damaged by frost or parking of the unit. Water systems shall be adequate to provide pure, potable water supply of six (6) gallons per minute at a minimum pressure of twenty (20) psi and capable of furnishing a minimum of one hundred fifty (150) gallons per unit per day. Fire hydrants shall be installed within five hundred (500) feet of every mobile home stand and park building.
- (5) All liquid wastes originating at units, service or other buildings shall be discharged into a sewerage system extended from and connected with the public sewerage system. Such systems shall comply with all provisions of the State Code and City Ordinances relating to plumbing and sanitation. Each individual space shall be provided with a three (3) inch watertight sewer connection protected from damage by heaving and thawing or parking of the unit and located within the rear one-third (1/3) of the stand, with a continuous grade which is not subject to surface drainage, so constructed that it can be closed when not in use and trapped in such a manner that it can be kept odor free.
- (6) Adequate provision shall be made for the disposal of solid and liquid wastes in a manner approved by the City. Open burning of waste or refuse is prohibited.
- (7) All television cable systems, electrical, internet and telephone distribution lines and oil or gas piping serving the park or spaces therein shall be installed underground. Distribution systems shall be new and all parts and installations shall comply with all applicable federal, state and local codes.
- (8) Each space shall be provided with a weatherproof electrical over-current protection device, disconnect means and branch service of not less than sixty (60) amperes for two hundred twenty (220) volt service located adjacent to the water and sewerage outlets. Receptacles shall be of the four (4) pole four (4) wire grounding type and have a four (4) prong attachment for one hundred ten (110) through two hundred twenty (220) volts.
- ~~(9) A minimum of two (2) off-street parking spaces surfaced with bituminous concrete or similar material capable of carrying a wheel load of four thousand (4,000) pounds shall be provided for each mobile home space.~~
- (+10)(9) Condition of soil, ground water level, drainage and topography shall not create hazards to the property, health or safety of occupants of mobile home spaces or living units. The site shall not be exposed to objectionable smoke, noise, odors or other adverse influences, and no

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

- ~~(11)~~(10) Exposed ground surfaces in all parts of every manufactured or mobile home park shall be paved or covered with stone screenings or other solid material or protected with a vegetative growth that is capable of preventing soil erosion and eliminating objectionable dust.
- ~~(12)~~(11) The ground surface in all parts of every manufactured or mobile home park shall be graded and equipped to drain all surface water in a safe, sanitary and efficient manner.
- ~~(13)~~(12) All parks shall be furnished with lighting so spaced and equipped with luminaries placed at such heights as will provide the following average maintained levels of illumination for the safe movement of pedestrians and vehicles at night:
- a. All parts of the park street systems: 0.6 footcandles, with a minimum of 0.1 footcandles.
  - b. Potentially hazardous locations, such as major park street intersections and steps or stepped ramps, individually illuminated, with a minimum of 0.3 footcandles. All mobile home spaces shall abut upon a street. All streets shall be provided with a smooth, hard and dense surface, which shall be well drained under normal use and weather conditions for the area.

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

- (14) All parks shall be provided with pedestrian walks between individual mobile homes, park streets and community facilities of not less than three (3) feet in width. Walks in locations where pedestrian traffic is concentrated shall be a minimum of three and one-half (3 ½) feet wide. Grade and surfacing of walks shall be approved by the City Engineer as safe and comparable to sidewalks in other areas of the municipality subject to similar usage.
- (15) All mobile home parks shall have a greenbelt or buffer strip not less than twenty (20) feet wide along all boundaries. Unless adequately screened by existing vegetative cover, ~~all~~ all manufactured and mobile home parks shall be provided within such greenbelt or buffer strip with screening of natural growth or screen fence, except where the adjoining property is also a mobile home park. Compliance with this requirement shall be made prior to ~~within five (5) years from the granting of the Manufactured or Mobile Home Park Developer's Permit Occupancy Permits.~~ Permanent plantings shall be grown and maintained at a height of not less than ~~six (6)~~ fifteen (15) feet. ~~Screening or planting requirements may be waived or modified by the governing body if it finds that the exterior architectural appeal and functional plan of the~~

~~park when completed, will be materially enhanced by modification or elimination of such screen planting requirements.~~

- (16) In all mobile home parks, there shall be one (1) or more recreation areas easily accessible to all park residents. No single recreation area shall contain less than two thousand five hundred (2,500) square feet unless each mobile home site is provide with contiguous a-common recreational area not less than twenty (20) feet wide at the narrowest dimension. Recreation areas shall be so located as to be free of traffic hazards and convenient to mobile home spaces, which they serve.
- (17) Single-family nondependent ~~manufactured~~ or mobile homes and approved accessory structures included in the original plans and specifications or revisions thereof, parks, playgrounds, open space, off-street parking lots, one (1) park office and service ~~and/or storage~~ buildings for exclusive use of park residents shall be the only permitted uses in mobile home parks, provided the Common Council may approve the following uses when designed and limited to exclusive use of park residents:
- a. Laundromats.
  - b. Clubhouses and facilities for private, social or recreation clubs.
  - c. Swimming pools.
- ~~(19) No signs shall be erected in mobile home parks except signs pertaining to the lease, hire or sale of individual manufactured or mobile homes not more than two (2) square feet in area and one (1) manufactured or mobile home park identification sign not more than fifty (50) square feet in area at each park entrance.~~
- ~~(20)(19)~~ All ~~manufactured~~ or mobile home parks shall be provided with safe and convenient vehicular access from abutting public streets or roads to each mobile home space.
- ~~(24)(20)~~ Entrances to parks shall be designed to minimize congestion and traffic hazards and allow free movement of traffic on adjacent streets.
- (g) Mobile Home Park Operator's License.**
- (1) It shall be unlawful for any person to establish, operate, maintain or administer or permit to be established, operated or maintained upon any property owned, leased or controlled by ~~him~~ ~~them~~ a ~~manufactured~~ or mobile home park within the City without a valid, unexpired Mobile Home Park License as set forth 7-17-2 of the City of Onalaska ~~Ordinances, issued by the City Clerk and approved by the Common Council upon determination that the standards in this Section have been met and payment of the required fees.~~
- ~~(2) Mobile Home Park Licenses shall be issued for a calendar year and shall expire on June 30<sup>th</sup> next succeeding date of issue. Licenses may be issued after July 1st of any year but no rebate or diminution of the fee shall be allowed therefore.~~
- ~~(3) The fee for a Mobile Home Park License shall be:~~
- a. ~~One (1) to twenty-five (25) mobile home spaces: Twenty-Five Dollars (\$25.00).~~
  - b. ~~Twenty-six (26) to fifty (50) mobile home spaces: Fifty Dollars (\$50.00).~~
  - c. ~~Fifty-one (51) to one hundred (100) mobile home spaces: Seventy-Five Dollars (\$75.00).~~
  - e. ~~Over one hundred (100) spaces: One Hundred Dollars (\$100.00).~~

- (4) Licenses granted under this Section shall be subject to revocation or suspension by the governing body for cause in accordance with Sec. 66.0435(2), Wis. Stats., and the procedures in that Section shall be followed. "Cause" as used in this Subsection shall include, but not be limited to:
- a. Failure or neglect to abide by the requirements of this Chapter or the laws or regulations of the State of Wisconsin relating to mobile home parks and their operation;
  - b. Conviction of any offense under the laws of the State or Ordinances of the City relating to fraudulent or misleading advertising or deceptive practices regarding the sale or renting of mobile homes or the leasing or rental of mobile home spaces or sale, lease or operation of park facilities;
  - c. Operation or maintenance of the mobile home park in a manner inimical to the health, safety or welfare of park occupants or the inhabitants of the City, including, but not limited to, repeated violations of laws or Ordinances relating to health, sanitation, refuse disposal, fire hazards, morals or nuisances;
  - d. Transfer or sale of an ownership interest in any mobile home space or the underlying land other than to another eligible licensee. Such action shall also subject the owner of the underlying land to all requirements of the state or municipal subdivision control laws and regulations regardless of the size or number of lots or spaces so transferred or sold.
- (5) Except as provided in Subsection (4) of this Section, no Mobile Home Park License shall be granted for any premises or to any person not meeting the following standards and requirements:
- a. All standards and requirements set forth in Section 43-2-8(f) except as specifically waived or modified in writing by the Common Council and endorsed on the Mobile Home Developer's Permit. This requirement includes a valid certificate from the Wisconsin Department of Health and Social Services that the park complies with the provisions of Chapter HSS 177, Wis. Adm. Code, applicable thereto;
  - b. Mobile home parks should be used only for the parking and occupancy of single family nondependent mobile homes and accessory structures and appurtenances and uses authorized and approved under Section 43-2-8(t)(18);
  - c. Applicant shall file with the Common Council certificates of the Department of Inspection certifying that all equipment, roads, sanitary facilities, water facilities and other equipment and facilities, including roads, have been constructed or installed in the park as required by this Article and are in required operating condition at the time of said application;
  - d. Location and operation of the park shall comply with all Zoning and Land Use Ordinances of the State and City and no permit shall be issued until the proposed use has been certified by the Department of Inspection as complying with such Ordinances.
- (6) Mobile home parks in existence and operating under a valid mobile home park license upon the effective date of this Chapter, including parks in areas hereafter annexed to the City, shall be exempt from the

requirements hereof relating to land use and occupancy provided such use and occupancy complies with the applicable laws and ordinances in effect at the time of issuance of the original license, but shall file application for a mobile home park developer's nonconforming use permit and comply with all other provisions of this Chapter within six (6) months after the effective date hereof, provided that an existing mobile home park having a density in excess of that provided in Section 13-2-8(1)(8) shall not increase its density and shall be operated

in other respects in accordance with this Chapter. The governing body may extend the time for compliance as herein required upon such conditions, as it shall determine necessary to protect the health, safety and welfare of park occupants or inhabitants of the City. All extensions, modifications or additions to lawfully licensed existing parks or facilities or structures therein shall comply with this Chapter.

~~(7) Each applicant for an original or renewal license shall file with the City Clerk a bond in the sum of One Thousand Dollars (\$1,000.00) for each fifty (50) mobile home spaces or fraction thereof guaranteeing the collection by the licensee of the monthly parking permit fees as provided in Title 7 of this Code of Ordinances and the compliance of licensee and the park management with the provisions of this Chapter. Such bond shall also be for the use and benefit and may be prosecuted and recovery had thereof by any person who may be injured or damaged by reason of the licensee violating any provision of this Chapter.~~

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

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

proper authorities any violations of this Chapter or any other violations of law that may come to their attention.

- c. Report to the Health Officer all cases of persons or animals affected or suspected of being affected with any dangerous communicable disease.
  - d. Supervise the placement of each manufactured or mobile home on its stand, which includes securing its stability and installing all utility connections and tie downs.
  - e. Maintain park grounds, buildings and structures free of insect and rodent harborage and infestation and accumulations of debris, which may provide rodent harborage or breeding places for flies, mosquitoes and other pests.
  - f. Maintain the park free from growth of noxious weeds.
  - g. Maintain the park free of litter, rubbish and other flammable materials; provide portable fire extinguishers of a type approved by the Fire Chief in all locations designated by the Chief and maintain such extinguishers in good operating condition and cause every area within the park designated as a fire lane by the Fire Chief to be kept free and clear of obstructions.
  - ~~h. Check to insure that every manufactured and mobile home unit has furnished, and in operation, a substantial, fly-tight, watertight, rodent proof container for the deposit of garbage and refuse in accordance with the Ordinances of the City and the regulations of the Health~~
  - ~~h. Health Officer/Building Inspector.~~
    - i. The management shall provide stands for all refuse and garbage containers so designed as to prevent tipping and minimize spillage and container deterioration and facilitate cleaning.
    - j. Provide for the sanitary and safe removal and disposal of all refuse and garbage at least weekly. Removal and disposal of garbage and refuse shall be in accordance with the laws of the State of Wisconsin and the Ordinances and regulations of the City, including regulations promulgated by the ~~Health Officer/~~Building Inspector and the Fire Chief.
    - ~~k. Collect a security deposit equal to three (3) months parking fee for each occupied nonexempt mobile home within the park and remit such fees and deposits to the City Clerk.~~
    - ~~kl. Allow inspections of park premises and facilities at reasonable times by municipal officials or their agents or employees as provided by Section 13-2-8(j)(2) of this Chapter.~~
- (i) **Responsibilities and Duties of Mobile Home Park Occupants.**
- (1) Park occupants shall comply with all applicable requirements of this Chapter and regulations issued hereunder and shall maintain their ~~mobile home space~~, its facilities and equipment in good repair and in a clean and sanitary condition.
  - (2) Park occupants shall be responsible for proper placement of their manufactured or mobile homes on ~~the mobile home's stand space~~ and proper installation of all utility connections in accordance with the instructions of the park management.

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- (3) No owner or person in charge of a dog, cat or other pet animal shall permit it to run at large or to cause any nuisance within the limits of any ~~manufactured or~~ mobile home park.
- (4) Each owner or occupant of a nonexempt ~~manufactured or~~ mobile home within a ~~manufactured or~~ mobile home park shall remit to the licensee or authorized park management the cash deposit and monthly parking permit fee.
- (5) It shall be the duty of every occupant of a park to give the park licensee or management, or ~~their~~-his agent or employee, access to any part of such park or mobile home premises at reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with this Chapter or any law or Ordinance of the State or City or lawful regulation or order adopted thereunder.
- (6) ~~Manufactured or m~~Mobile homes shall be parked only on the ~~mobile home~~ stands provided and shall be placed thereon in accordance with all requirements of this Chapter.
- (7) No ~~manufactured or~~ mobile home owner or occupant shall conduct in any unit or any ~~manufactured or~~ mobile home park any business or engage in any other activity that would not be permitted in single-family residential areas in the City.
- (8) No person shall discharge any wastewater on the surface of the ground within any ~~manufactured or~~ mobile home park.
- (9) No person shall erect or place upon any ~~mobile home~~ space any permanent or temporary structure intended to be used for dwelling purposes or in connection with any ~~manufactured or~~ mobile home unit except as specifically authorized by this Chapter.

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

- (1) Wrecked, damaged or dilapidated ~~manufactured and~~ mobile homes shall not be kept or stored in ~~any manufactured or~~ a mobile home park or upon any premises in the City. The Department of Inspection ~~or Common Council~~ shall determine if a mobile home is damaged or dilapidated to a point which makes it unfit for human occupancy. Such ~~manufactured or~~ mobile homes are hereby declared to be a public nuisance. Whenever the Department of Inspection ~~or Common Council~~ so determines, it shall notify the licensee or landowner and owner of the ~~manufactured or~~ mobile home in writing that such public nuisance exists within the park or on lands owned by ~~him~~-them giving the findings upon which its determination is based and shall order such home removed from the park or site or repaired to a safe, sanitary and wholesome condition of occupancy within a reasonable time, but not less than thirty (30) days.
- (2) The ~~Health Officer~~, Department of Inspection, Fire Chief or their lawful agents or employees are authorized and directed to inspect ~~manufactured or~~ mobile home parks not less than once in every twelve (12) month period to determine the health, safety and welfare of the occupants of the park and inhabitants of the City as affected thereby and the compliance of structures and activities therein with this Chapter and all other applicable laws of the State and Ordinances of the City.

- (3) Fires in manufactured or mobile home parks shall be made only in stoves and other cooking or heating equipment intended for such purposes. Outside burning is prohibited except by permit and subject to requirements or restrictions of the Fire Chief.
  - (4) All plumbing, building, electrical, oil or gas distribution, alterations or repairs in the park shall be in accordance with the regulations of applicable laws, Ordinances and regulations of the State and municipalities and their authorized agents.
  - (5) All manufactured or mobile homes in manufactured or mobile home parks shall be skirted unless the unit is placed within one (1) foot vertically of the stand with soil or other material completely closing such space from view and entry by rodents and vermin. Areas enclosed by such skirting shall be maintained free of rodents and fire hazards.
  - (6) No person shall construct, alter or add to any structure, attachment or building in a manufactured or mobile home park or on a manufactured or mobile home space without a permit from the Department of Inspection. Construction on, or addition or alteration to the exterior of a manufactured or mobile home shall be of the same type of construction and materials as the mobile home affected. This Subsection shall not apply to addition of awnings, antennas or skirting to mobile homes. Accessory structures on manufactured and mobile home spaces shall comply with all setback, side yard and rear yard requirements for manufactured and mobile home units.
  - (7) Storage under mobile homes is prohibited.
- (k) **Compliance with Plumbing, Electrical and Building Ordinances.** All plumbing, electric, electrical, building and other work on or at any manufactured or mobile home park under this Chapter shall be in accordance with the Ordinances of the City and the requirements of the State Plumbing, Electrical and Building
- (k) Codes and the regulations of the State Board of Health. Licenses and permits granted under this Chapter grant no right to erect or repair any structure, to do any plumbing work or to do any electric work.
- (l) **Limitations on Signs.** In connection with Manufactured or Mobile Home Communities within the R-MH District, no sign intended to be read from any public way adjoining the district shall be permitted except:
- (1) No more than one (1) ~~identification sign, not exceeding twenty-four (24) square feet in area, for each principal park entrance, a maximum of fifteen (15) feet in height.~~
  - (2) ~~No more than one (1) sign, not exceeding four (4) square feet in area, advertising property for sale, lease or rent, or indicating "Vacancy" or "No Vacancy," may be erected at each principal park entrance.~~
  - (3) ~~In the case of new mobile home communities consisting in whole or in part of mobile home subdivisions or condominiums, one (1) sign, not exceeding twenty (20) square feet in area, may be erected for a period of not more than two (2) years at each principal entrance to advertise the sale of lots or dwellings.~~
  - (4)(2) No source of illumination for any such signs shall be directly visible from adjoining streets or residential property, and no such signs shall be erected within five (5) feet of any exterior property line.

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(m) **Common Recreational Facilities.**

- (1) No less than ten percent (10%) of the total area of any manufactured or mobile home community established under these regulations shall be devoted to common recreational areas and facilities, such as playgrounds, swimming pools, community buildings, ways for pedestrians and cyclists away from streets and play areas for small children for other recreational areas in block interiors. At least one (1) principal recreation and community center shall contain not less than five percent (5%) of the total area of the community.
- (2) To be countable as common recreational area, interior-block ways for pedestrians or cyclists shall form part of a system leading to principal destinations. Such ways may also be used for installations of utilities.
- (3) Common recreational area shall not include streets or parking areas, shall be closed to automotive traffic except for maintenance and service vehicles, and shall be improved and maintained for the uses intended.

(n) **Standards for General Site Planning for Mobile Home Communities.**

The following guides, standards and requirements shall apply in site planning for mobile home communities:

- (1) **Principal Vehicular Access Points.** Principal vehicular access points shall be designed to encourage smooth traffic flow with controlled turning movements and minimum hazards to vehicular or pedestrian traffic. Merging and turnout lanes and/or traffic dividers shall be required where existing or anticipated heavy flows indicate need. In general, minor streets shall not be connected with streets outside the district in such a way as to encourage the use of such minor streets by substantial amounts of through traffic. No lot within the community shall have direct vehicular access to a street bordering the development.
- (2) **Access for Pedestrians and Cyclists.** Access for pedestrians and cyclists entering or leaving the community shall be by safe and convenient routes. Such ways need not be adjacent to or limited to the vicinity of vehicular access points. Where there are crossings of such ways and vehicular routes at edges of planned developments, such crossings shall be safety located, marked and controlled and where such ways are exposed to substantial vehicular traffic at edges of communities, safeguards may be required to prevent crossings except at designated points. Bicycle paths, if provided, shall be so related to the pedestrian way system that street crossings are combined.
- (3) **Protection of Visibility-Automotive Traffic, Cyclists and Pedestrians.** At intersections of any streets, public or private, the provisions of Section 13-1-90 shall apply and is hereby adopted by reference. Where there is pedestrian or bicycle access from within the community to a street at its edges by paths or across yards or other open space without a barrier to prevent access to the street, no material impediment to visibility more than two and five-tenths (2.5) feet above ground level shall be created or maintained within twenty-five (25) feet of said street unless at least twenty-five (25) feet from said access measured at right angles to the path.
- (4) **Exterior Yards for Mobile Home Communities; Minimum Requirements; Occupancy.** The following requirements and

limitations shall apply to yards at the outer edges of mobile home communities:

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

b. **At Edges of R-MMH Districts (Other Than at Streets or Alleys).** Where R-MMH communities are so located that one (1) or more

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

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

~~(6) **Yards, Fences, Walls or Vegetative Screening at Edges of Mobile Home Communities.** Along the edges of manufactured or mobile home communities, walls or vegetative screening shall be provided where needed to protect residents from undesirable views, lighting, noise, or other off-site influences or to protect occupants of adjoining residential districts from potentially adverse influences within the manufactured or mobile home community. In particular, extensive off-street parking areas and service areas for loading and unloading other than passenger vehicles, and for storage and collection of trash and garbage, shall be screened.~~

~~(7)~~(6) **Internal Relationships.** The site plan shall provide for safe, efficient, convenient and harmonious groupings of structures, uses and facilities, and for appropriate relation of space inside and outside buildings to intended uses and structural features. In particular:

a. **Streets, Drives and Parking and Service Areas.** Streets, drives and parking and service areas shall provide safe and convenient access to dwellings and community facilities and for service and

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emergency vehicles, but streets shall not be so laid out as to encourage outside traffic to traverse the community, nor occupy more land than is required to provide access as indicated, nor create unnecessary fragmentation of the community into small blocks. In general, block size shall be the maximum consistent with use, the shape of the site and the convenience and safety of the occupants.

- b. **Vehicular Access to Streets.** Vehicular access to streets from off-street parking areas may be direct from dwellings if the street or portion of the street serves fifty (50) units or less. Determination of units served shall be based on normal routes anticipated for traffic. Along streets or portions of streets serving more than fifty (50) dwelling units, or constituting major routes to or around central facilities, access from parking and service areas shall be so combined, limited, located, designed and controlled as to channel traffic conveniently, safely and in a manner that minimizes marginal traffic friction, and direct vehicular access from individual dwellings shall generally be prohibited.
- c. **Ways for Pedestrians and Cyclists; Use by Emergency, Maintenance or Service Vehicles.**
  - 1. Walkways shall form a logical, safe and convenient system for pedestrian access to all dwellings, project facilities and principal off-street pedestrian destinations. Maximum walking distance in the open between dwelling units and related parking spaces, delivery areas and trash and garbage storage areas intended for use of occupants shall not exceed one hundred (100) feet.
  - 2. Walkways to be used by substantial numbers of children as play areas or routes to school, bus stops or other destinations shall be so located and safeguarded as to minimize conflicts with normal automotive traffic. If an internal walkway system is provided, away from streets, bicycle paths shall be incorporated in the walkway system. Street crossings shall be held to a minimum on such walkways and shall be located and designated to provide safety and shall be appropriately marked and otherwise safeguarded. Ways for pedestrians and cyclists, appropriately located, designed and constructed may be combined with other easements and used by emergency, maintenance or service vehicle but shall not be used by other automotive traffic.

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF ONALASKA

By: \_\_\_\_\_  
Joe Chiisen, Mayor

By: \_\_\_\_\_  
Caroline Burmaster, Clerk

PASSED:  
APPROVED:  
PUBLISHED:

ORDINANCE NO. -2016

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

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

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

**R-MMH Manufactured and Mobile Home District.**

- (a) **Intent - Where Manufactured and Mobile Home Districts Are Permitted.**
- (1) Residential-Manufactured and Mobile Home (R-MMH) Zoning Districts may hereafter be established in accordance with the procedures, requirements and limitations set forth in this Chapter. Within such District, manufactured and mobile homes, with such additional supporting uses and occupancies as are permitted herein, may be established subject to the requirements and limitations set forth in these and other regulations.
  - (2) It is the intent of this Chapter to recognize mobile homes constructed prior to October 1, 1974, as distinct and different from units designated as Mobile Homes within the definitions of this Chapter and to prohibit units not meeting the requirements for mobile homes as defined herein. Units constructed prior to 1974 are prohibited. Mobile homes meeting the requirements of the one (1) and two (2) family building dwelling code shall not be permitted in a Residential Mobile Home (R-MMH) District except as a conditional use. Permits may be obtained only after approval by the Plan Commission and Common Council.
  - (1) No person shall park, locate or place any mobile home outside of a licensed mobile home park in the City of Onalaska, except unoccupied mobile homes may be parked on the lawfully situated premises of a licensed mobile home dealer for the purposes of sale display; the lawfully situated premises of a vehicle service business for purposes of servicing or making necessary repairs; the premises leased or owned by the owner of such mobile home for purposes of sales display for a period not exceeding one hundred twenty (120) days, provided no business is carried on therein, or in an accessory private garage, building or rear yard of the owner of such mobile home, provided no business is carried on therein.
- (b) **Definitions.** The following definitions are used in this Chapter:
- (1) **Mobile and Manufactured Home Communities/Parks.** Mean any plot or plots of ground upon which 3 or more manufactured homes or mobile homes, occupied for dwelling or sleeping purposes, are located and are distinguished from subdivisions lacking common facilities and

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

- (2) **Residential Mobile Home.** Means a vehicle manufactured or assembled before June 15, 1976, designated to be towed as a single unit or in sections upon a highway by a motor vehicle and equipped and used, or intended to be used primarily for human habitation, with walls of rigid uncollapsible construction, which has an overall length in excess of 45 feet. It includes the mobile home structure, its plumbing, heating, air conditioning and electrical systems and all appliances and all other equipment carrying a manufacturer's warranty.
- Manufactured Home.** Either a structure that is designed to be used as a dwelling with or without a permanent foundation and that is certified by the federal department of housing and urban development (HUD) as complying with the standards established under 42 USC 5401 to 5425, or a mobile home, unless a mobile home is specifically excluded under the applicable statute. It does not include a mobile recreational vehicle.
- (3) **Mobile Recreational Vehicle.** A vehicle which is built on a single chassis, measures 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled, carried or permanently towable by a licensed, light-duty vehicle, licensed for highway use if registration is required and designed primarily for use not as a permanent dwelling but as a temporary living quarters for recreational, camping, travel or seasonal use.
- (4) **Foundation Siding.** A fire and weather resistant, pre-finished material surrounding the entire perimeter of a home and completely enclosing a space between the exterior wall of such home and the ground. Foundation siding shall be properly vented, harmonious, and compatible with the house and installed within sixty (60) days from the date of placement on site.
- (5) **Primary Exposure.** Open areas adjacent to the front wall (or main entrance) of a dwelling unit.
- (6) **Secondary Exposure.** Open areas adjacent to side and rear walls of a dwelling unit.
- (7) **Space.** Means a plot of ground within a manufactured or mobile home community, designed for the accommodation of one manufactured or mobile home.
- (8) **Statutory Definitions.** In addition to the above definitions, definitions contained in Sec. 66.0435 of the Wis. Stats. shall also be applicable.
- (9) **Unit.** Means a single manufactured or mobile home.
- (c) **Minimum Dimensional Requirements for R-MMH Districts and for Individual Mobile Home Communities; Minimum Number of Lots or Spaces.**
  - (1) Where a R-MMH District is to be established for the development of a manufactured or mobile home community, the minimum area shall be fifteen (15) acres. The minimum number of spaces completed and ready for occupancy before first occupancy is permitted shall be established as twenty-five percent (25%) of total units permitted on zoned site.

- (2) These limitations shall not apply where expansion of an existing mobile home community is concerned and where such expansion will not increase variation from requirements applying to mobile home communities, as set forth herein.
- (d) **Permitted and Permissible Uses and Structures.** The following principal uses and structures are permitted within R-MMH Districts:
- (1) **One-Family Detached Manufactured and Mobile Homes (Residential Mobile Home and Manufactured Home).** In mobile home communities, recreational vehicles shall not be occupied as living quarters and sales lots shall not be permitted, but dwellings may be sold on spaces they occupy in residential use.
  - (2) **Permitted Accessory Uses and Structures.** Uses and structures that are customarily accessory and clearly incidental to permitted principal uses and structures shall be permitted, except for those requiring specific approval as provided below.
  - (3) **Rental.** No mobile home site shall be rented for a period of less than thirty (30) days.
- (e) **Site Plan Permit.**
- (1) No person shall construct, alter, modify or extend any mobile home park or mobile home park building or facility within the limits of the City without first securing a Site Plan Permit from the City. Such permits shall be issued by the Planning Department upon approval by the Plan Commission and Common Council.
  - (2) Applications for Site Plan Permits shall be filed with the Planning Department with sufficient copies to investigate and review said application to determine whether the applicant, the premises on which said park will be located and the proposed design and specifications thereof and all buildings proposed to be constructed thereon will comply with the applicable regulations, Ordinances and laws of the State and City and report their findings in writing to the  
Common Council within sixty (60) days. Such reports shall be considered by the governing body before any permit is issued hereunder. Failure of any officer or body to report within the allotted time shall be deemed a favorable recommendation.
  - (3) Applications for a Site Plan shall be accompanied by a fee as set forth on the City of Onalaska Fee Schedule to cover the cost of investigation and processing, plus regular building permit fees for all buildings or structures to be erected within the proposed park.
  - (4) Applications shall be made on forms furnished by the Planning Department and shall include the information specified in Section 13-8-4 in addition to the following
    - a. Name, address, and phone number of applicant and property owner.
    - b. Location and legal description of the proposed park, addition, modification or extension.
    - c. A complete site plan and application showing compliance with all applicable provisions of this Chapter.
    - d. Complete preliminary engineering plans and specifications, including a scaled drawing of the proposed park showing, but not limited to:

1. Plans and specifications of all utilities, including: sewerage collection and disposal, storm water drainage, water and electrical distribution and supply, refuse storage and collection, lighting, telephone and TV antenna systems.
  2. Location and width of roadways, drives and walkways, buffer strips, recreational and other common areas.
  3. The location of manufactured or mobile home unit with the spaces, including a detailed sketch of at least one (1) typical space and unit therein.
  4. Plans and specifications of all park buildings and structures.
  - e. Interest of applicant in proposed manufactured or mobile home park or extension thereof. If owner of tract is a person other than applicant, a duly verified statement by the owner that the applicant is authorized by him/her to construct and maintain the proposed park, addition, modification or extension and make the application.
  - f. Written statements describing proposed park operations, management and maintenance, including proposed fees and charges and other requirements to be imposed on park occupants by the park operator.
- (5) Final engineering plans and specifications complying with the provisions of this Chapter and the Zoning Regulations and any modifications or conditions imposed by the governing body shall be submitted to the City Clerk and checked by the proper municipal officials for compliance before the district is approved.
  - (6) The procedure for creation of an R-MMH District shall be as prescribed in this Chapter, except that the standards and conditions in Sections 13-13-5-10 and 13-5-7 shall be followed.
- (f) **Standard Requirements for Manufactured and Mobile Home Parks, Additions or Extensions.** All manufactured and mobile home parks and modifications of or additions or extensions to existing parks under the R-MMH District shall comply with the following:
- (1) State Uniform Dwelling Code SPS 321.40 and SPS 326 and the State Electrical Code SPS 316, as now existing or hereafter amended,, are hereby made a part of this Chapter and incorporated herein by reference as if fully set forth, except that such regulations shall not be deemed to modify any requirement of this Chapter or any other applicable law or Ordinance of the State or City.
  - (2) The maximum number of mobile home spaces shall be ten (10) per acre and individual spaces shall not be less than four thousand (4,000) square feet in area and arranged to afford ample area for a variety of units, a setback of forty (40) feet from all public rights-of-way and ten (10) feet from any park drive or common area, including common parking areas, minimum side and rear lot setbacks of ten (10) feet, fifteen (15) feet from any other unit, building or structure. The minimum dimensions of a mobile home space shall be forty (40) feet wide by one hundred (100) feet long and no mobile home shall cover more than twenty-five percent (25%) of the space area. Accessory structures, such as awnings, cabanas, storage cabinets, carports, garages, windbreaks or attached porches shall be considered part of the unit for purposes of determining compliance with this provision. All drives, parking areas and walkways shall be of hard-surfaced material

(bituminous concrete or similar material capable of carrying a wheel load of four thousand (4,000) pounds and there shall be two (2) such surfaced automobile parking spaces for each manufactured or mobile home space.

. Unless adequately screened by existing vegetative cover, the park shall be screened by a vegetative buffer in the form of evergreens and/or deciduous plantings so arranged that within ten (10) years they will have formed a screen equivalent in opacity to a solid fence or wall. Such plantings shall be grown or maintained to a height of not less than fifteen (15) feet.

- (3) No manufactured or mobile home park shall be laid out, constructed or operated without City water supply and sanitary sewer service. All water or sanitary sewerage facilities in any unit not connected with public water or sewer systems by approved pipe connections shall be sealed and their use is hereby declared unlawful.
- (4) Individual valved water service connections shall be provided for direct use of each unit, so constructed and installed that they will not be damaged by frost or parking of the unit. Water systems shall be adequate to provide pure, potable water supply of six (6) gallons per minute at a minimum pressure of twenty (20) psi and capable of furnishing a minimum of one hundred fifty (150) gallons per unit per day. Fire hydrants shall be installed within five hundred (500) feet of every mobile home stand and park building.
- (5) All liquid wastes originating at units, service or other buildings shall be discharged into a sewerage system extended from and connected with the public sewerage system. Such systems shall comply with all provisions of the State Code and City Ordinances relating to plumbing and sanitation. Each individual space shall be provided with a three (3) inch watertight sewer connection protected from damage by heaving and thawing or parking of the unit and located within the rear one-third (1/3) of the stand, with a continuous grade which is not subject to surface drainage, so constructed that it can be closed when not in use and trapped in such a manner that it can be kept odor free.
- (6) Adequate provision shall be made for the disposal of solid and liquid wastes in a manner approved by the City. Open burning of waste or refuse is prohibited.
- (7) All television cable systems, electrical, internet and telephone distribution lines and oil or gas piping serving the park or spaces therein shall be installed underground. Distribution systems shall be new and all parts and installations shall comply with all applicable federal, state and local codes.
- (8) Each space shall be provided with a weatherproof electrical over-current protection device, disconnect means and branch service of not less than sixty (60) amperes for two hundred twenty (220) volt service located adjacent to the water and sewerage outlets. Receptacles shall be of the four (4) pole four (4) wire grounding type and have a four (4) prong attachment for one hundred ten (110) through two hundred twenty (220) volts.
- (9) Condition of soil, ground water level, drainage and topography shall not create hazards to the property, health or safety of occupants of spaces or living units. The site shall not be exposed to objectionable

smoke, noise, odors or other adverse influences, and no portion subject to unpredictable and/or sudden flooding, subsidence or erosion shall be used for any purpose that would expose persons or property within or without the park to hazards.

- (10) Exposed ground surfaces in all parts of every manufactured or mobile home park shall be paved or covered with stone screenings or other solid material or protected with a vegetative growth that is capable of preventing soil erosion and eliminating objectionable dust.
- (11) The ground surface in all parts of every manufactured or mobile home park shall be graded and equipped to drain all surface water in a safe, sanitary and efficient manner.
- (12) All parks shall be furnished with lighting so spaced and equipped with luminaries placed at such heights as will provide the following average maintained levels of illumination for the safe movement of pedestrians and vehicles at night:
  - a. All parts of the park street systems: 0.6 footcandles, with a minimum of 0.1 footcandles.
  - b. Potentially hazardous locations, such as major park street intersections and steps or stepped ramps, individually illuminated, with a minimum of 0.3 footcandles. All mobile home spaces shall abut upon a street. All streets shall be provided with a smooth, hard and dense surface, which shall be well drained under normal use and weather conditions for the area.

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

- (14) All parks shall be provided with pedestrian walks between individual mobile homes, park streets and community facilities of not less than three (3) feet in width. Walks in locations where pedestrian traffic is concentrated shall be a minimum of three and one-half (3 ½) feet wide. Grade and surfacing of walks shall be approved by the City Engineer as safe and comparable to sidewalks in other areas of the municipality subject to similar usage.
- (15) All mobile home parks shall have a greenbelt or buffer strip not less than twenty (20) feet wide along all boundaries. Unless adequately screened by existing vegetative cover, all manufactured and mobile home parks shall be provided within such greenbelt or buffer strip with screening of natural growth or screen fence, except where the adjoining property is also a mobile home park. Compliance with this requirement shall be made prior to granting Occupancy Permits. Permanent plantings shall be grown and maintained at a height of not less than fifteen (15) feet.
- (16) In all mobile home parks, there shall be one (1) or more recreation areas easily accessible to all park residents. No single recreation area

shall contain less than two thousand five hundred (2,500) square feet unless each mobile home site is provide with contiguous common recreational area not less than twenty (20) feet wide at the narrowest dimension. Recreation areas shall be so located as to be free of traffic hazards and convenient to mobile home spaces, which they serve.

- (17) Single-family nondependent manufactured or mobile homes and approved accessory structures included in the original plans and specifications or revisions thereof, parks, playgrounds, open space, off-street parking lots, one (1) park office and service and/or storage buildings for exclusive use of park residents shall be the only permitted uses in mobile home parks, provided the Common Council may approve the following uses when designed and limited to exclusive use of park residents:
  - a. Laundromats.
  - b. Clubhouses and facilities for private, social or recreation clubs.
  - c. Swimming pools.
- (19) All manufactured or mobile home parks shall be provided with safe and convenient vehicular access from abutting public streets or roads to each space.
- (20) Entrances to parks shall be designed to minimize congestion and traffic hazards and allow free movement of traffic on adjacent streets.
- (g) **Mobile Home Park Operator's License.**
  - (1) It shall be unlawful for any person to establish, operate, maintain or administer or permit to be established, operated or maintained upon any property owned, leased or controlled by them a manufactured or mobile home park within the City without a valid, unexpired Mobile Home Park License as set forth 7-17-2 of the City of Onalaska Ordinances.
- (h) **Operation of Manufactured and Mobile Home Parks; Responsibilities of Park Management.**
  - (1) In every manufactured or mobile home park there shall be located an office of the attendant or person in charge of said park. A copy of the park license and of this Chapter shall be posted therein and the park register shall, at all times, be kept in said office.
  - (2) The attendant or person in charge and the park licensee shall operate the park in compliance with this Chapter and regulations and Ordinances of the City and State and their agents or officers and shall have the following duties:
    - a. Maintain a register of all park occupants, to be open at all times to inspection by state, federal and municipal officers, which shall show:
      - 1. Names and addresses of all owners and occupants of each manufactured or mobile home.
      - 2. Number of children of school age.
      - 3. State of legal residence.
      - 4. Dates of entrance and departure of each manufactured mobile home.
      - 5. Make, model, year and serial number or license number of each manufactured or mobile home and towing or other motor vehicles and state, territory or country which issued such licenses.

- 6. Place of employment of each occupant, if any.
  - b. Notify park occupants of the provisions of this Chapter and inform them of their duties and responsibilities and report promptly to the proper authorities any violations of this Chapter or any other violations of law that may come to their attention.
  - c. Report to the Health Officer all cases of persons or animals affected or suspected of being affected with any dangerous communicable disease.
  - d. Supervise the placement of each manufactured or mobile home on its stand, which includes securing its stability and installing all utility connections and tie downs.
  - e. Maintain park grounds, buildings and structures free of insect and rodent harborage and infestation and accumulations of debris, which may provide rodent harborage or breeding places for flies, mosquitoes and other pests.
  - f. Maintain the park free from growth of noxious weeds.
  - g. Maintain the park free of litter, rubbish and other flammable materials; provide portable fire extinguishers of a type approved by the Fire Chief in all locations designated by the Chief and maintain such extinguishers in good operating condition and cause every area within the park designated as a fire lane by the Fire Chief to be kept free and clear of obstructions.
  - h. Check to insure that every manufactured and mobile home unit has furnished, and in operation, a substantial, fly-tight, watertight, rodent proof container for the deposit of garbage and refuse in accordance with the Ordinances of the City and the regulations of the Building Inspector.
  - i. The management shall provide stands for all refuse and garbage containers so designed as to prevent tipping and minimize spillage and container deterioration and facilitate cleaning.
  - j. Provide for the sanitary and safe removal and disposal of all refuse and garbage at least weekly. Removal and disposal of garbage and refuse shall be in accordance with the laws of the State of Wisconsin and the Ordinances and regulations of the City, including regulations promulgated by the Building Inspector and the Fire Chief.
  - k. Allow inspections of park premises and facilities at reasonable times by municipal officials or their agents or employees as provided by Section 13-2-8(j)(2) of this Chapter.
- (i) **Responsibilities and Duties of Mobile Home Park Occupants.**
- (1) Park occupants shall comply with all applicable requirements of this Chapter and regulations issued hereunder and shall maintain their space, its facilities and equipment in good repair and in a clean and sanitary condition.
  - (2) Park occupants shall be responsible for proper placement of their manufactured or mobile homes on its space and proper installation of all utility connections in accordance with the instructions of the park management.
  - (3) No owner or person in charge of a dog, cat or other pet animal shall permit it to run at large or to cause any nuisance within the limits of any manufactured or mobile home park.

- (4) Each owner or occupant of a nonexempt manufactured or mobile home within a manufactured or mobile home park shall remit to the licensee or authorized park management the cash deposit and monthly parking permit fee.
  - (5) It shall be the duty of every occupant of a park to give the park licensee or management, or their agent or employee, access to any part of such park or mobile home premises at reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with this Chapter or any law or Ordinance of the State or City or lawful regulation or order adopted thereunder.
  - (6) Manufactured or mobile homes shall be parked only on the stands provided and shall be placed thereon in accordance with all requirements of this Chapter.
  - (7) No manufactured or mobile home owner or occupant shall conduct in any unit or any manufactured or mobile home park any business or engage in any other activity that would not be permitted in single-family residential areas in the City.
  - (8) No person shall discharge any wastewater on the surface of the ground within any manufactured or mobile home park.
  - (9) No person shall erect or place upon any space any permanent or temporary structure intended to be used for dwelling purposes or in connection with any manufactured or mobile home unit except as specifically authorized by this Chapter.
- (j) **Additional Regulations on Mobile Homes and Mobile Home Parks.**
- (1) Wrecked, damaged or dilapidated manufactured and mobile homes shall not be kept or stored in any manufactured or mobile home park or upon any premises in the City. The Department of Inspection shall determine if a mobile home is damaged or dilapidated to a point which makes it unfit for human occupancy. Such manufactured or mobile homes are hereby declared to be a public nuisance. Whenever the Department of Inspection so determines, it shall notify the licensee or landowner and owner of the manufactured or mobile home in writing that such public nuisance exists within the park or on lands owned by them giving the findings upon which its determination is based and shall order such home removed from the park or site or repaired to a safe, sanitary and wholesome condition of occupancy within a reasonable time, but not less than thirty (30) days.
  - (2) The, Department of Inspection, Fire Chief or their lawful agents or employees are authorized and directed to inspect manufactured or mobile home parks not less than once in every twelve (12) month period to determine the health, safety and welfare of the occupants of the park and inhabitants of the City as affected thereby and the compliance of structures and activities therein with this Chapter and all other applicable laws of the State and Ordinances of the City.
  - (3) Fires in manufactured or mobile home parks shall be made only in stoves and other cooking or heating equipment intended for such purposes. Outside burning is prohibited except by permit and subject to requirements or restrictions of the Fire Chief.

- (4) All plumbing, building, electrical, oil or gas distribution, alterations or repairs in the park shall be in accordance with the regulations of applicable laws, Ordinances and regulations of the State and municipalities and their authorized agents.
- (5) All manufactured or mobile homes in manufactured or mobile home parks shall be skirted unless the unit is placed within one (1) foot vertically of the stand with soil or other material completely closing such space from view and entry by rodents and vermin. Areas enclosed by such skirting shall be maintained free of rodents and fire hazards.
- (6) No person shall construct, alter or add to any structure, attachment or building in a manufactured or mobile home park or on a manufactured or mobile home space without a permit from the Department of Inspection. Construction on, or addition or alteration to the exterior of a manufactured or mobile home shall be of the same type of construction and materials as the mobile home affected. This Subsection shall not apply to addition of awnings, antennas or skirting to mobile homes. Accessory structures on manufactured and mobile home spaces shall comply with all setback, side yard and rear yard requirements for manufactured and mobile home units.
- (7) Storage under mobile homes is prohibited.
- (k) **Compliance with Plumbing, Electrical and Building Ordinances.** All plumbing, electric, electrical, building and other work on or at any manufactured or mobile home park under this Chapter shall be in accordance with the Ordinances of the City and the requirements of the State Plumbing, Electrical and Building Codes and the regulations of the State Board of Health. Licenses and permits granted under this Chapter grant no right to erect or repair any structure, to any plumbing work or to do any electric work.
- (l) **Limitations on Signs.** In connection with Manufactured or Mobile Home Communities within the R-MMH District, no sign intended to be read from any public way adjoining the district shall be permitted except:
  - (1) No more than one (1) sign, not exceeding twenty-four (24) square feet in area, for each park entrance, a maximum of fifteen (15) feet in height.
  - (2) No source of illumination for any such signs shall be directly visible from adjoining streets or residential property, and no such signs shall be erected within five (5) feet of any exterior property line.
- (m) **Common Recreational Facilities.**
  - (1) No less than ten percent (10%) of the total area of any manufactured or mobile home community established under these regulations shall be devoted to common recreational areas and facilities, such as playgrounds, swimming pools, community buildings, ways for pedestrians and cyclists away from streets and play areas for small children for other recreational areas in block interiors. At least one (1) principal recreation and community center shall contain not less than five percent (5%) of the total area of the community.
  - (2) To be countable as common recreational area, interior-block ways for pedestrians or cyclists shall form part of a system leading to principal destinations. Such ways may also be used for installations of utilities.

- (3) Common recreational area shall not include streets or parking areas, shall be closed to automotive traffic except for maintenance and service vehicles, and shall be improved and maintained for the uses intended.
- (n) **Standards for General Site Planning for Mobile Home Communities.** The following guides, standards and requirements shall apply in site planning for mobile home communities:
- (1) **Principal Vehicular Access Points.** Principal vehicular access points shall be designed to encourage smooth traffic flow with controlled turning movements and minimum hazards to vehicular or pedestrian traffic. Merging and turnout lanes and/or traffic dividers shall be required where existing or anticipated heavy flows indicate need. In general, minor streets shall not be connected with streets outside the district in such a way as to encourage the use of such minor streets by substantial amounts of through traffic. No lot within the community shall have direct vehicular access to a street bordering the development.
  - (2) **Access for Pedestrians and Cyclists.** Access for pedestrians and cyclists entering or leaving the community shall be by safe and convenient routes. Such ways need not be adjacent to or limited to the vicinity of vehicular access points. Where there are crossings of such ways and vehicular routes at edges of planned developments, such crossings shall be safety located, marked and controlled and where such ways are exposed to substantial vehicular traffic at edges of communities, safeguards may be required to prevent crossings except at designated points. Bicycle paths, if provided, shall be so related to the pedestrian way system that street crossings are combined.
  - (3) **Protection of Visibility-Automotive Traffic, Cyclists and Pedestrians.** At intersections of any streets, public or private, the provisions of Section 13-1-90 shall apply and is hereby adopted by reference. Where there is pedestrian or bicycle access from within the community to a street at its edges by paths or across yards or other open space without a barrier to prevent access to the street, no material impediment to visibility more than two and five-tenths (2.5) feet above ground level shall be created or maintained within twenty-five (25) feet of said street unless at least twenty-five (25) feet from said access measured at right angles to the path.
  - (4) **Exterior Yards for Mobile Home Communities; Minimum Requirements; Occupancy.** The following requirements and limitations shall apply to yards at the outer edges of mobile home communities:
    - a. **Along Public Streets.** Where R-MMH communities adjoin public streets along exterior boundaries, a yard at least twenty-five (25) feet in minimum dimensions shall be provided adjacent to such streets. Such yard may be used to satisfy open space depth requirements for individual dwellings but shall not contain carports, recreational shelters, storage structures or any other structures generally prohibited in yards adjacent to streets in residential districts. No direct vehicular access to individual lots shall be permitted through such yards, and no group parking facilities or active recreation areas shall be allowed therein.

- b. **At Edges of R-MMH Districts (Other Than at Streets or Alleys).** Where R-MMH communities are so located that one (1) or more boundaries are at the edges of R-MMH Districts and adjoining neighboring districts without an intervening street, alley or other permanent open space at least twenty (20) feet in width, an exterior yard at least twenty (20) feet in minimum dimension shall be provided. Where the adjoining district is residential, the same limitations on occupancy and use of such yards shall apply as stated above concerning yards along public streets. Where the adjoining district is nonresidential, such yards may be used for group or individual parking, active recreation facilities or carports, recreational shelters or storage structures.
- (5) **Ways for Pedestrians and/or Cyclists in Exterior Yards.** In any exterior yard, required or other, ways for pedestrian and/or cyclists may be permitted, if appropriately located, fenced or landscaped to prevent potential hazards arising from vehicular traffic on adjacent streets or other hazards and annoyances to users or to occupants of adjoining property. When otherwise in accord with the requirements concerning such ways set forth above, approved ways in such locations shall be counted as common recreation facilities and may also be used for utilities easements.
- (6) **Internal Relationships.** The site plan shall provide for safe, efficient, convenient and harmonious groupings of structures, uses and facilities, and for appropriate relation of space inside and outside buildings to intended uses and structural features. In particular:
- a. **Streets, Drives and Parking and Service Areas.** Streets, drives and parking and service areas shall provide safe and convenient access to dwellings and community facilities and for service and emergency vehicles, but streets shall not be so laid out as to encourage outside traffic to traverse the community, nor occupy more land than is required to provide access as indicated, nor create unnecessary fragmentation of the community into small blocks. In general, block size shall be the maximum consistent with use, the shape of the site and the convenience and safety of the occupants.
  - b. **Vehicular Access to Streets.** Vehicular access to streets from off-street parking areas may be direct from dwellings if the street or portion of the street serves fifty (50) units or less. Determination of units served shall be based on normal routes anticipated for traffic. Along streets or portions of streets serving more than fifty (50) dwelling units, or constituting major routes to or around central facilities, access from parking and service areas shall be so combined, limited, located, designed and controlled as to channel traffic conveniently; safely and in a manner that minimizes marginal traffic friction, and direct vehicular access from individual dwellings shall generally be prohibited.
  - c. **Ways for Pedestrians and Cyclists; Use by Emergency, Maintenance or Service Vehicles.**
    - 1. Walkways shall form a logical, safe and convenient system for pedestrian access to all dwellings, project facilities and principal off-street pedestrian destinations. Maximum walking

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

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

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

Dated this \_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF ONALASKA

By: \_\_\_\_\_  
Joe Chilsen, Mayor

By: \_\_\_\_\_  
Caroline Burmaster, Clerk

PASSED:  
APPROVED:  
PUBLISHED:

**NOTICE OF PUBLIC HEARING  
BEFORE THE CITY OF ONALASKA  
PLAN COMMISSION**

Please take notice that the City Plan Commission for the City of Onalaska will hold a public hearing on

**TUESDAY, JANUARY 26, 2016  
APPROX. 7:00 P.M.  
(or immediately following public input at 7:00PM)**

in Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin 54650 at which time they will consider an amendment to the City of Onalaska Code of Ordinances regarding the Mobile Home District (Title 13, Chapter 2, Section 8).

YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney concerning this matter.

Dated this 24th day of December, 2015.

Cari Burmaster  
City Clerk



# CITY OF ONALASKA

Agenda Item:

# 5

## STAFF REPORT

Plan Commission Sub-Committee – January 19, 2016

- Agenda Item: Consideration of a substantial alteration determination for the Nathan Hill Estates Subdivision Planned Unit Development (PUD) for 402-412, 415, 422-432, and 442-452 Coronado Circle (Lots 1, 2, & 3 of Certified Survey Map 1661047) and 415 Coronado Circle (Lot 1 of Certified Survey Map 1601242), and 462-468 Timbercrest Drive.
- Applicant: Chris Meyer of Dream Builders of Wisconsin LLC, 1589 Medary Lane, Onalaska, WI 54650 on behalf of Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650
- Property Owner: Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650
- Parcel Numbers: 18-5955-0, 18-5955-2, 18-5955-6, 18-5955-7, and 18-5955-8
- Address(es): 402-412, 422-432, 415, 442-452 Coronado Circle and 462-468 Timbercrest Drive
- Site Location: Properties within Coronado Circle off of Timbercrest Drive East in Nathan Hills
- Existing Zoning: Single Family Residential (R-1) and Planned Unit Development (PUD) Zoning Districts

### Background:

This request is to review proposed changes to the Nathan Hills Estates Subdivision Planned Unit Development (PUD) which were constituted as a substantial alteration. Currently, there are seven parcels within the “Coronado Circle” area. Two parcels are owned by Coronado Villas which include Coronado Circle (the private drive) and the two existing four-plexes on the northern side of the private drive. The remaining five parcels are owned by Nathan Hills Estates, LLC which include three parcels that each have a six-plex constructed/under construction and two parcels currently vacant in the “center” of Coronado Circle area.

The applicant is proposing the following changes:

- 1) Increase the density of the “center” parcels to allow for two (2) triplexes, a total of six (6) units in the center two parcels. Currently, the property owner has approval to construct a twindo and a triplex – a total of five (5) units.
  - In 2014, the property owner requested a reduction from overall 24 to 23 residential dwelling units. This request would bring the units back to the previously-approved 24 residential units.
- 2) Modify the PUD to allow the 5 parcels under control of Nathan Estates, LLC to subdivide each residential unit, so that each unit and portion of the lot may have separate ownership in a “townhome-style” development, with 24 individual lots (this includes the 2 triplexes and 3 six-plexes). All 24 units would be part of a Homeowners Association or Condominium Association.

City staff and legal counsel recommend in addition to the proposed changes that Coronado Circle (the private drive) be divided along the centerline and added to abutting parcels and all access, drainage, and utility easements be defined and noted on the final plat (Conditions 5 & 6).

## CITY OF ONALASKA

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Enclosed please find:

- Memo from Attorney Sean O'Flaherty in reference to Homeowner's Associations and Conditions of Approval #4 & 5.
- Applicant Letter and proposed division of 5 parcels into 24 lots (site plan).
- Approved site plan layout of 3 six-plexes (9-18-2014).
- Associated CSM's illustrating parcel divisions.

Action Requested: The applicant is requesting approval of the proposed changes. Staff recommend the attached conditions of approval if the PUD amendments are approved. A Public Hearing will be held at the following Plan Commission meeting.

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

January 19, 2015

## Agenda Item 5:

Review and consideration of a substantial alteration determination for the Nathan Hill Estates Subdivision Planned Unit Development (PUD) for 402-412, 415, 422-432, and 442-452 Coronado Circle (Lots 1, 2, & 3 of Certified Survey Map 1661047) and 415 Coronado Circle (Lot 1 of Certified Survey Map 1601242), and 462-468 Timbercrest Drive, submitted by Chris Meyer of Dream Builders of Wisconsin LLC, 1589 Medary Lane, Onalaska, WI 54650 on behalf of Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650 (Tax Parcels # 18-5955-0, 18-5955-2, 18-5955-6, 18-5955-7, & 18-5955-8).

1. Applicant shall abide by all requirements and conditions of previous Drainage and Stormwater Plan approvals and with previous subdivision, plat and PUD approvals for Nathan Hills Estates.
2. Rear yards to maintain a 10-foot buffer along rear property line for drainage purposes.
3. The addition of decks will restrict future accessory structures.
4. Homeowner's Association or Condominium Association will be established to address maintenance, repair, and replacement of Coronado Circle, the buildings including all common areas and green spaces, stormwater management/easement areas, as well as any ownership or use restrictions. Additionally, the Homeowner's Association document shall include:
  - a) Annual contribution from each property for property taxes, repair and replacement fund;
  - b) A provision that at least two (2) years property taxes be held by Homeowner's Association at all times;
  - c) The Homeowner's Association shall reserve the right to lien each property if an owner defaults on such homeowner's payments due to the association; and
  - d) The Homeowner's Association shall provide a statement of outstanding fees due and annual fees anticipated at the request of the owner or owner's realtor (collectively, the "City Requirements.")

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

- 5) Submittal of a Preliminary/Final and Subdivision Plat for review and approval by the Plan Commission and Common Council. All abutting property lines to be modified to centerline of the Coronado Circle easement. All drainage, access and utility easements shall be reflected in the Plat.

- 6) Creation and recording of legal documents to define ownership, access easements, drainage easements, utility easements (both for public water main, hydrant and private service connections) and maintenance of Coronado Circle.
- 7) The final lift of asphalt is required for the private street known as Coronado Circle. The City will require financial security be provided to the City Engineer by January 27<sup>th</sup>, 2016 in an amount equivalent to an updated (and City Engineer approved) quote of the work to be completed. The type of security that would be necessary is: a cashier's check, a prepaid agreement, a bond, or letter of credit from which the City would need to be specifically named as the party that could draw from it if the work is not completed. The final lift shall be installed to the satisfaction of the City Engineer prior to October 1st, 2016 or prior to the occupancy of any of the units (temporary or final occupancy) under construction on the final 6-unit building (422-424-426-428-430-432 Coronado Circle), whichever is sooner. If the work isn't completed by such time, the City would have the work completed using the funding from the security.
- 8) Coronado Circle shall be posted no parking on both sides. Restriction should be added to the association documents.
- 9) Owner/developer must 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 the occupancy permit.
- 10) 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.
- 11) Any omissions of any conditions not listed in the minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.

## MEMO

TO: Planning Commission

CC: Mayor Joe Chilsen, Katie Aspenson, Jarrod Holter  
and Attorney Halderson Jackson

FROM: Attorney Sean O'Flaherty

DATE: January 11, 2016

RE: Coronado Circle – Homeowner's Association Option

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Katie Aspenson requested that we review the efficiency of a Homeowner's Association being in charge of maintaining Coronado Circle as a private road.

As you are aware homeowner's associations are not new. Historically, homeowner's associations are the group which is entitled to enforce the restrictive covenants within neighborhoods. The relatively new popular use for homeowner's association is to own and operate recreational facilities and/or internal roads in lieu of a condominium association. From the developers point of view putting together a homeowner's association is less expensive, less regulated and allows the developer to have a greater percentage of a development's real property to sell to its customers. Previously condominium associations would play that role, but we understand that banks are less willing to loan to condominium associations due to the smaller foot print of property and questions with respect to how they will be cared for. Banks now find themselves in a difficult position when condominium associations default on taxes, insurance or other obligations.

Historically, some homeowner's associations have worked fantastically. Unfortunately, many homeowners' associations tend to stop functioning in a reasonable manner once the development is completed. Just in La Crosse County, there have been numerous issues with homeowner's associations trying to resurrect themselves years after they went dormant in order to enforce restrictive covenants. The three largest hurdles that the homeowner's associations run into are lack of funds, lack of participation by homeowner's and lack of enforceability against homeowners.

There are many ways that groups of home owners work together in order to have a collective asset. Two of the most common are condominium associations and joint well/well trusts. The key difference, which I will highlight again below, is that both condominium associations and well trusts have reasonable legal safeguards, regulations and fiscal reporting requirements written into statute or the administrative code. Homeowner's associations are free floating, unregulated agreements among the homeowners. One of the many challenges the City has faced in the recent past are issues that arise from property owners failing to review the restrictive covenants to which they are subject and then requesting that the City take some action to enforce or relieve an obligation.

With respect to a homeowner' association being solely responsible for Coronado Circle the following is our specific concerns:

- A. Will each homeowner and its lender be given appropriate notice of the fiscal obligations to contribute the maintenance, taxes and eventually replacement of Coronado Circle?
- B. Will there be someone in the long term who ensures that proper funds are collected from each homeowner and then expended in a reasonable manner in order to ensure that the taxes are paid and that the road is both repaired and eventually replaced in a reasonable manner?
- C. Will homeowners live up to their obligation to pay for homes that go dark or whose homeowners file bankruptcy?
- D. What type of enforceable obligations will the homeowner's association have to collect from its members and who will be in charge of administering the same?
- E. Each of the foregoing is a prelude to the big question of what is the City's security that future tax payments will be made by the homeowner's association? If the homeowner's association does not make its payments eventually the City will end up owning the parcel. When the City takes ownership it will be required to take over the repair, maintenance and replacement responsibilities. The developer did not want to dedicate the street at this time as the developer did not want to pay for a street that met City standard due to expense. If the taxes are not paid then the City will become the owner of the property and the tax payers will be bearing the long term burden. Additionally, there is little likelihood of being able to assess those improvements back against the neighboring properties.

The solution to each issue set forth above is to require: (i) the developer writes in appropriate safeguards within the homeowner's association document, (ii) to have the homeowner's association put multiple years of taxes to have a standby letter of credit that the City could use should taxes not be paid within a timely manner, (iii) the homeowner's association agreement must allow the association to have significant remedies for lack of payment by property owners, (iv) the homeowner's association should be required to maintain a replacement and repair reserve fund, and (v) the homeowner's association should provide prospective buyers with statement of outstanding fees due and anticipated annual fees.

To effectuate the foregoing we suggest conditions 4 and 5 be changed to:

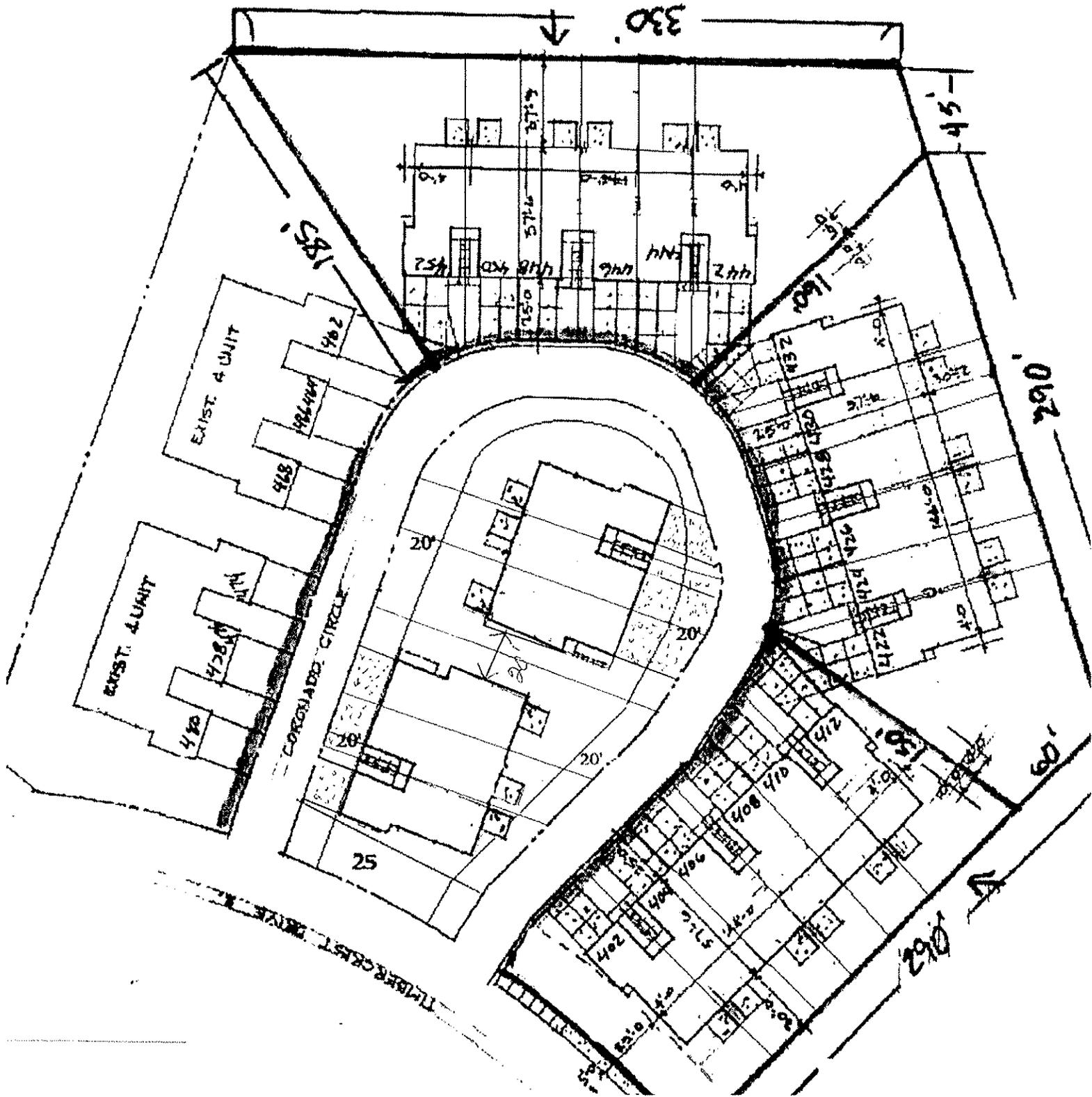
- "4. Homeowner's Association or Condominium Association documents will be established to address maintenance, repair and replacement of Coronado Circle, the building including all common areas and green spaces, stormwater management/easement areas, as well as any ownership use restrictions. Additionally, the Homeowner's Association document shall include: (a) annual contribution from each property for property taxes, repair and replacement fund, (b) a provision that at least two (2) years property taxes be held by Home Owner's Association at all times, (c) the Homeowner's Association shall reserve the right to lien each property if an owner defaults on such homeowner's payments due to the association and (d) the Homeowner's Association shall provide a statement of outstanding fees due and annual fees anticipated at the request of the owner or owner's realtor (collectively, the "City Requirements"). All Homeowner's Association or Condominium Association

documents shall be recorded with the La Crosse County Register of Deeds prior to any land transfers. The Land Use & Development Director shall be provided with a copy of all Homeowner's Association or Condominium Association documents intended for recording for confirmation of inclusion of the City Requirements. Failure to include the City Requirements shall cause revocation of all permits for the development and shall cause no new permits to be issued. Following recording of such documents, the recorded copies should be placed on file with the City of Onalaska Planning Department. No amendment to the Homeowner's Association or Condominium Association document shall occur without delivery of the amendment to the Planning Department.

5. Submittal of a Preliminary/Final and Subdivision Plat for review and approval by the Plan Commission and Common Council. All abutting property lines to be modified to centerline of Coronado Circle easement. All drainage, access and utility easements shall be reflected in the Plat.”

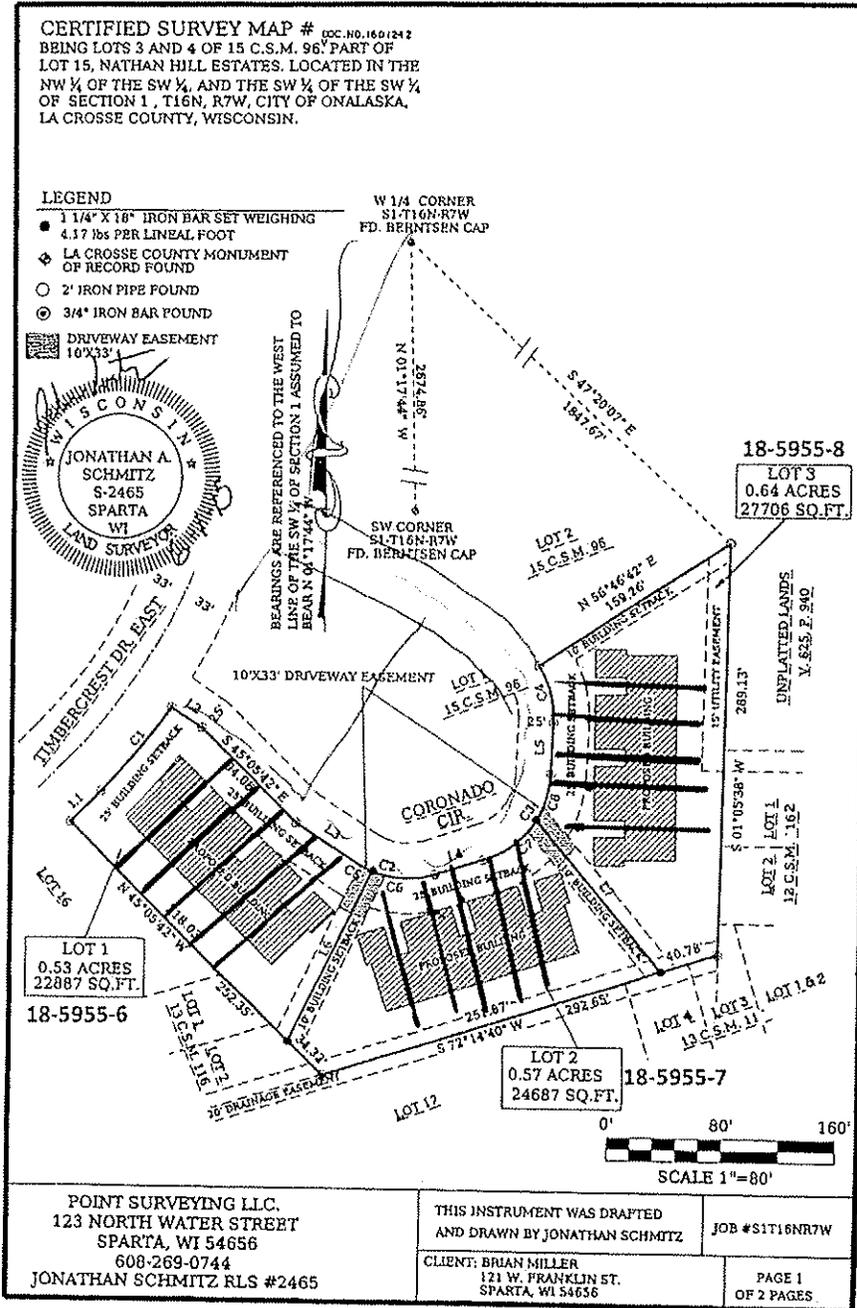
Agenda Item Up for Consideration  
Nathan Hills Estates Subdivision

- Nathan Hills Estates would like to have the Zoning Committee consider the division of Nathan Hills Estates project @ Coronado Circle. We would like to change back the density of the center area to accommodate 6 homes as it had in the past. All services are already in place to accommodate the density we are requesting we move back to.
- Nathan Hills Estates LLC would like the ability to assign a lot to each home within the development. This would provide the ability to sell each home as a Individual Home within a Town Home Association style Organization. Each lot would be specified by a surveyor & registered with the proper entities. We would request that this is approved for the 18 homes that are assigned addresses currently & for the 6 homes that will be within the center circle on Coronado Circle that have yet to be assigned an address.
- The homes within the 6 unit buildings are all constructed with the proper UL approved 2 hour fire walls to allow for Zero Lot Lines & division of the buildings into individual homes vs apartments which is approved by the State of Wisconsin. All future buildings will have the same fire walls & code compliance for such divisions into individual homes.
- By assigning a lot to each home, each home can be sold as an individual residence. This gives the potential home owner the ability to get a 30 year fixed mortgage vs a 3 to 5 year arm loan that is available to Condo Style projects until 80% are sold. This will allow more flexibility within an ever changing market.
- The center part of the project is currently approved for a twin home & a tri-plex. We are asking that the center part of the PUD Plan to be changed to two tri-plex buildings. This would take the density up one which would be back to the original density that was approved for the original PUD. In January of 2014 the density was lowered by the current owners from a total of 24 to 23. Now we wish to take the density back to the original 24 homes. We will build the exact same building as the 6 units but split into half as two 3 unit buildings with the proper distance between the homes. We are requesting a 20 setback as was approved in other developments in the past. (Such as Barson Village)
- Nathan Hills Estates LLC will form a New LLC which will become the Home Owners Association. The Home Owners Association will have by-laws in place that will be similar to a Condo Association. These by-laws will assign monthly fees that will go to Lawn Care, Snow Removal, Building Maintenance, & Road Maintenance. This will ensure a great looking neighborhood for years to come. The Home Owners Association will have a Board of Directors to oversee the buildings & services. The monthly fee will be divided into specific line items for the above tasks. The funds will continue to grow in the building & road maintenance columns until the funds are needed for those specific items in the future to maintain them.
- Road Maintenance will be divided up amongst 24 homes owned by Nathan Hills Estates & the existing 8 Apartments that were previously built on Coronado Circle. The road will be owned by the Home Owners Association & the Owners of the 8 Apartments. This will be archived in contract form & registered with the proper entities.
  - ✓ We are opening up the option of selling the homes which is desired by the neighborhood.
  - ✓ This plan provides for guaranteed maintenance of the buildings & road in the future.
  - ✓ The possibility of home sales vs only rentals is more desirable to neighbors.
- In closing: Nathan Hills Estates LLC is investing in the community above the requirements & expectations of many that knew of the project. The materials used & the quality of the structures inside & out, far surpasses what the neighborhood currently has. We reserve the right to continue to rent the properties, but would like the option to sell the homes in the future as individual residence. The requirement to install the last lift on Coronado Circle should be removed from the project requirements. Coronado Circle is owned by Coronado Villas which is a different entity & placing a requirement on this project to complete a improvement that is not owned by Nathan Hills Estates LLC is setting a presidents that should not be set. The owner of Coronado Circle expresses that they desire to complete the last lift of the Blacktop by November 1, 2016 after all of the heavy equipment is off of the road so that it does not get damaged. Everyone involved wants to have the road completed.
- This is a Win for everyone involved. Nathan Hills Estates has the possibility of selling the units as individual homes. The existing neighbors, who want greater home ownership in the neighborhood, will have the opportunity for that to happen. The City of Onalaska has a guarantee that an entity will be assigned the maintenance of the Road, Buildings, & Yards, which will improve neighborhood values over the years to come.



18-5955-4 & 18-5955-5 ARE BOTH SPLITS AND THEN DELETES FOR 2016 - CREATED  
 18-5955-6 (LOT 1 - PRT OF 18-5955-5 ONLY)  
 18-5955-7 (LOT 2 - PRT OF 18-5955-5 & 18-5955-4) &  
 18-5955-8 (LOT 3 - PRT OF 18-5955-4 ONLY)

1661047  
 LACROSSE COUNTY  
 REGISTER OF DEEDS  
 CHERYL A. MCBRIDE  
 FILED ON  
 08/04/2015 02:05PM  
 EXEMPT 1:  
 PAGES: 2



18 individual lots

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**CERTIFIED SURVEY MAP #** DOC. NO. 1601242  
 BEING LOTS 3 AND 4 OF 15 C.S.M. 96 PART OF LOT 15, NATHAN  
 HILL ESTATES. LOCATED IN THE NW 1/4 OF THE SW 1/4, AND THE  
 SW 1/4 OF THE SW 1/4 OF SECTION 1, T16N, R7W, CITY OF  
 ONALASKA, LA CROSSE COUNTY, WISCONSIN.

**CERTIFIED SURVEY MAP FOR BRIAN MILLER**  
 A PARCEL OF LAND CONTAINING 1.74 ACRES( 75,260sq.ft.). BEING LOTS 3 AND 4 OF 15 C.S.M. 96. PART OF LOT 15,  
 NATHAN HILL ESTATES. LOCATED IN THE NW 1/4 OF THE SW 1/4, AND THE SW 1/4 OF THE SW 1/4 OF SECTION 1, T16N, R7W,  
 CITY OF ONALASKA, LA CROSSE COUNTY, WISCONSIN. BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 1; THENCE S 47°20'07" E A DISTANCE OF 1847.67' TO THE NE  
 CORNER OF SAID LOT 3 OF 15 C.S.M. 96, AND THE POINT OF BEGINNING; THENCE S 01°05'38" W ALONG THE EAST LINE  
 OF SAID LOT 3 A DISTANCE OF 289.13' TO THE SE CORNER OF SAID LOT 3; THENCE S 72°14'40" W ALONG THE SOUTH  
 LINE OF SAID LOT 3 A DISTANCE OF 292.65 TO THE SW CORNER OF SAID LOT 4 OF 15 C.S.M. 96; THENCE N  
 45°05'42" W ALONG THE WEST LINE OF SAID LOT 4 A DISTANCE OF 252.35' TO THE NW CORNER OF SAID LOT 4;  
 THENCE N 44°54'18" E ALONG THE NORTH LINE OF SAID LOT 4 A DISTANCE OF 30.24' TO THE BEGINNING OF A CURVE TO  
 THE LEFT; THENCE ALONG SAID NORTH LINE AN ARC LENGTH OF 77.54'; SAID CURVE HAVING A RADIUS OF 433.00', A  
 DELTA ANGLE OF 10°15'39", A CHORD BEARING OF N 39°48'29" E, AND A CHORD LENGTH OF 77.44'; THENCE S 56°46'39"  
 E A DISTANCE OF 25.27'; THENCE S 45°05'42" E A DISTANCE OF 50.20'; THENCE S 58°41'26" E A DISTANCE OF 50.20' TO  
 THE BEGINNING OF A CURVE TO THE LEFT; THENCE ALONG SAID CURVE AN ARC LENGTH OF 58.88', SAID CURVE  
 HAVING A RADIUS OF 66.32', WITH A DELTA ANGLE OF 50°51'00", A CHORD BEARING OF S 82°06'56" E, AND A CHORD  
 LENGTH OF 56.95'; THENCE N 72°27'34" E A DISTANCE OF 35.90' TO THE BEGINNING OF A CURVE TO THE LEFT;  
 THENCE ALONG SAID CURVE AN ARC LENGTH OF 82.58', SAID CURVE HAVING A RADIUS OF 65.13', WITH A DELTA ANGLE  
 OF 72°38'54", A CHORD BEARING OF N 38°12'54" E, AND A CHORD LENGTH OF 77.16'; THENCE N 02°30'44" E A DISTANCE  
 OF 36.46' TO THE BEGINNING OF A CURVE TO THE LEFT; THENCE ALONG SAID CURVE AN ARC LENGTH OF 41.87', SAID  
 CURVE HAVING A RADIUS OF 67.35', WITH A DELTA ANGLE OF 35°37'14", A CHORD BEARING OF N 15°16'16" W, AND A  
 CHORD LENGTH OF 41.20' TO THE NW CORNER OF SAID LOT 3; THENCE N 56°46'42" E ALONG THE NORTH LINE OF SAID  
 LOT 3 A DISTANCE OF 158.26' TO THE POINT OF BEGINNING AND THERE TERMINATING. SUBJECT TO RESTRICTIONS,  
 RESERVATIONS, EASEMENTS, COVENANTS, AND RIGHT OF WAY OF RECORD.

THAT I HAVE COMPLIED WITH THE CITY OF ONALASKA SUBDIVISION ORDINANCES AND THE CURRENT PROVISIONS OF  
 CHAPTER 236.34 OF THE REVISED WISCONSIN STATUTES ON SURVEYING AND MAPPING SAME. THAT THIS CERTIFIED  
 SURVEY IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY OF THE LANDS SURVEYED AND MAPPED.

CERTIFIED THIS 1<sup>ST</sup> DAY OF JUNE, 2015

*Jonathan A. Schmitz*  
 JONATHAN A. SCHMITZ  
 PROFESSIONAL LAND SURVEYOR #2465

CITY OF ONALASKA  
 THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE CITY OF ONALASKA

DATE 7-17-15 CITY CLERK *Caroline L. Burmaster*

DATE 7/17/15 MAYOR *Jo Ann*



**LINE TABLE**

LINE	BEARING	DISTANCE
L1	N 44°54'18" E	30.24'
L2	S 56°46'39" E	25.27'
L3	S 56°41'26" E	50.20'
L4	N 72°27'34" E	35.90'
L5	N 02°30'44" E	36.46'
L6	N 25°33'39" E	134.00'
L7	N 40°08'27" W	138.59'

**CURVE TABLE**

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	433.00'	77.54'	77.44'	N 39°48'29" E	10°15'39"
C2	66.32'	58.88'	56.95'	S 82°06'56" E	50°51'00"
C3	65.13'	82.58'	77.16'	N 38°12'54" E	72°38'54"
C4	67.35'	41.87'	41.20'	N 15°16'16" W	35°37'14"
C5	66.32'	13.16'	13.14'	S 62°22'43" E	11°22'26"
C6	66.32'	45.69'	44.79'	S 87°48'09" E	39°28'27"
C7	65.13'	48.62'	47.50'	N 53°09'16" E	42°46'10"
C8	65.13'	33.96'	33.58'	N 16°49'49" E	29°52'44"

POINT SURVEYING LLC. 123 NORTH WATER STREET SPARTA, WI 54656 608-269-0744 JONATHAN SCHMITZ RLS #2465	THIS INSTRUMENT WAS DRAFTED AND DRAWN BY JONATHAN SCHMITZ	JOB #S1T16NR7W
	CLIENT: BRIAN MILLER 121 W. FRANKLIN ST. SPARTA, WI 54656	PAGE 2 OF 2 PAGES

Vol. 16 Page 98A





City of Onalaska, Department of Planning & Zoning, 415 Main Street, Onalaska, WI 54650

### PUD / PCID AMENDMENT APPLICATION

The following checklist will ensure the timely processing of your application:

- ➔ **Overview/ Cover Letter Describing the following:**
    - ▶ Detailed Description of Proposed Amendment
    - ▶ Plan Set including: Grading/Draingage, Utilities, Site Layout, Landscaping, etc.
  - ➔ **\$700 Permit Application Fee** (Payable to the City of Onalaska) if a Public Hearing is requested or required\*.
- If incomplete, no further processing of the application will occur until the deficiencies are corrected.*

An amendment to an approved Planned Unit Development (PUD) or Planned Commercial Industrial District (PCID) may be proposed at any time. Amendments shall be initiated by submitting a completed application by owners of the parcels in question. Depending on the degree of the amendment, a public hearing may be required by the Plan Commission.

\*Any changes to the PUD/PCID requires Plan Commission and if determined a substantial change, the Plan Commission and Common Council will review the amendment with a public hearing.

Brief Description of Request to Amend a PUD or PCID.

*See attached letter*

Property Address:  
 Parcel Number: *18-5955-2, 18-5955-7*  
*18-5955-6, 18-5955-D, 18-5955*  
 Zoning District: *PUD*

Applicant: *Chris Meyer*  
 Mailing Address: *1589 Medary Lane*  
 City, State, Zip: *Onalaska WI 54650*  
 Phone Number: *608-769-0460*  
 Email:  Primary Contact

Business:  
 Owner/Contact:  
 Mailing Address:  
 City, State, Zip:  
 Phone Number:  
 Email:  Primary Contact

Property Owner: *Nathan Hills Estates LLC*  
 Contact: *Brian Miller*  
 Mailing Address: *1820 Tahoe Place*  
 City, State, Zip: *Onalaska WI 54650*  
 Phone Number: *608-385-9001*  
 Email:  Primary Contact

The undersigned hereby makes an application for the location set forth herein. The undersigned agrees that all work shall be done in accordance with the requirements of the City of Onalaska Unified Development Code/Zoning Ordinance and with all other applicable city ordinances and the laws and regulations of the State of Wisconsin.

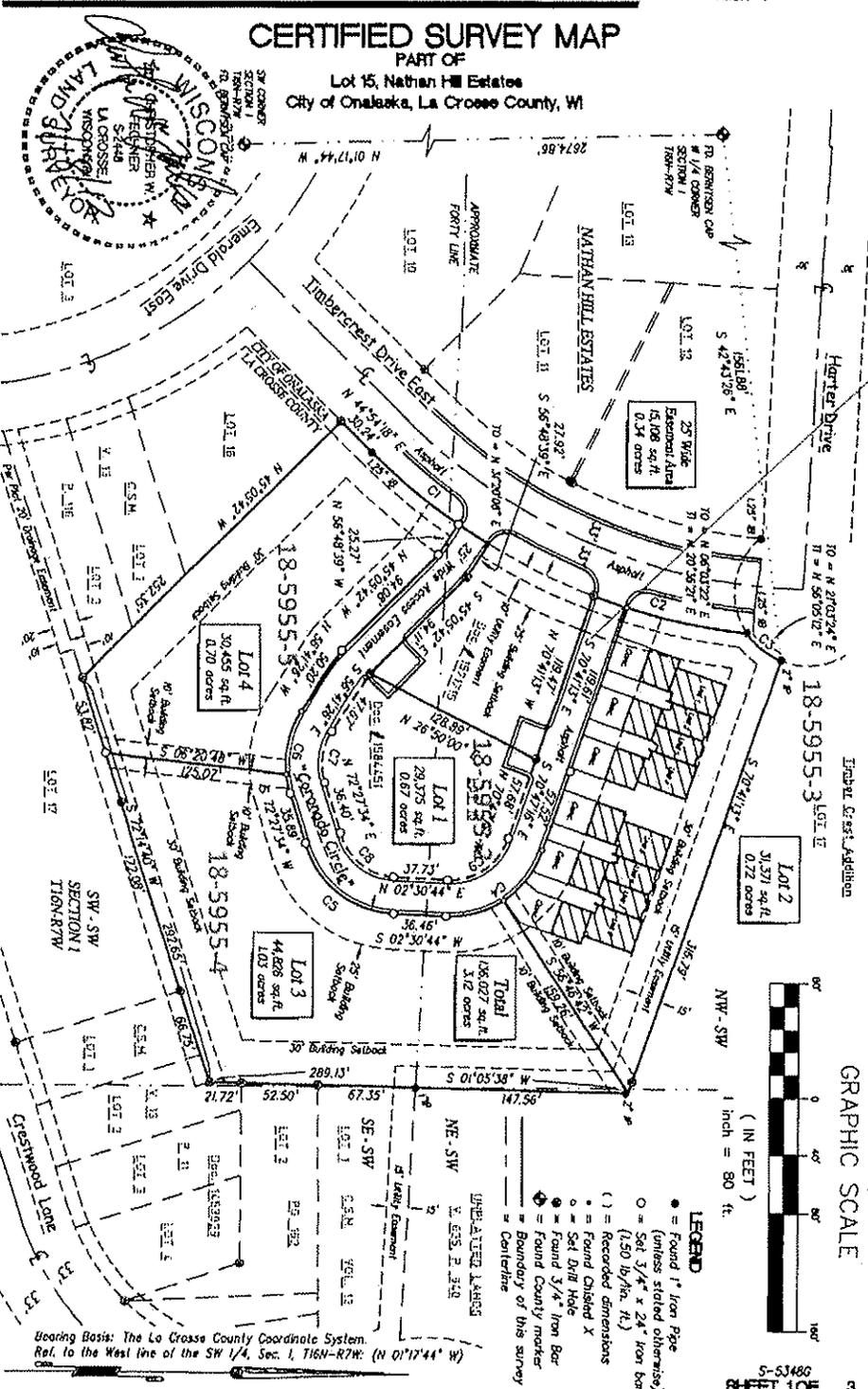
Signature of Applicant: *[Signature]* Date: *12-15-15*  
 Signature of Property Owner: *[Signature]* Date: \_\_\_\_\_

OFFICE USE ONLY: Date Submitted: *12/15/15* Permit Number: \_\_\_\_\_  
 Permit Fee: *700.00*  Cash  Check *2145* Application Received by: *[Signature]*

CITY OF ONALASKA  
 PERMITS DEPARTMENT  
 415 MAIN STREET  
 ONALASKA, WI 54650  
 PHONE: 608-769-0460  
 FAX: 608-769-0461  
 WWW.ONALASKA.WI.GOV

NOW 18-5955-2 & 18-5955-3 & 18-5955-4 & 18-5955-5  
ALL NEW FOR 2013

1601242  
LACROSSE COUNTY  
REGISTER OF DEEDS  
CERYL A. McBRIDE  
FILED ON  
07/20/2012 03:09PM  
EXEMPT #: \_\_\_\_\_  
PAGES: 3



12/10/15 PKH  
THERE S/H BEEN A PARCEL  
MADE WHEN THIS WAS  
WORKED - SO  
CREATED 18-5955-9 NEW  
FOR 2016  
BELIEVE THIS SHOULD HAVE  
BEEN AN OUTLOT ALSO FOR  
TRACTING PURPOSES -  
SINCE NOT A CITY STREET

Vol 15 Page 96  
GRAPHIC SCALE  
( IN FEET )  
1 inch = 80 ft.

Bearing Basis: The La Crosse County Coordinate System.  
Ref. to the West line of the SW 1/4, Sec. 1, T16N-R7W: (N 01°17'44" W)

- LEGEND**
- = Found 1" Iron Pipe (unless stated otherwise)
  - = Set 3/4" x 24" Iron bar (1.50 lb./lin. ft.)
  - ( ) = Recorded dimensions
  - = Found Chisled X
  - = Set Drill Hole
  - = Found 3/4" Iron Bar
  - = Found County marker
  - = Boundary of this survey
  - = Centerline

# CERTIFIED SURVEY MAP

PART OF  
Lot 15, Nathan Hill Estates  
City of Onalaska, La Crosse County, WI

## SURVEYOR'S CERTIFICATE

I, Christopher W. Fechner, Registered Land Surveyor, do hereby certify that I have surveyed and mapped this Certified Survey Map being part of Lot 15, Nathan Hill Estates located in part of the NW 1/4 of the SW 1/4, SW 1/4 of the SW 1/4, NE 1/4 of the SW 1/4, Section 1, T16N-R7W, City of Onalaska, La Crosse County, Wisconsin described as follows:

Commencing at the West 1/4 corner of Section 1, thence S 42°43'26" E 1561.88 feet to the easterly right-of-way line of Timbercrest Drive East, the southwest corner of Lot 17, Timber Crest Addition, the northwest corner of Lot 15, Nathan Hill Estates and the point of beginning of this description:

thence S 70°41'13" E 316.79 feet to the Southeast corner of said Lot 17 and the northeast corner of said Lot 15;  
 thence S 01°05'36" W 289.13 feet to the southeast corner of said Lot 15;  
 thence S 72°14'40" W 292.65 feet to the southern most corner of said Lot 15;  
 thence N 45°05'42" W 252.35 feet to said easterly right-of-way line and the southwest corner of said Lot 15;  
 thence, along said easterly right-of-way line, N 44°54'18" E 30.24 feet;  
 thence, continuing along said easterly right-of-way line, on the arc of a 433.00 foot radius curve, concave to the northwest, the chord of which bears, N 38°07'13" E 102.31 feet to the southwest corner of the parcel described in Document Number 1571715;  
 thence, along the South line of said parcel, S 56°48'39" E 27.92 feet;  
 thence, continuing along said South line, S 45°05'42" E 84.11 feet to the southeast corner of said parcel;  
 thence N 26°50'00" E 128.89 feet to the northeast corner of said parcel;  
 thence N 70°41'13" W 119.47 feet to the northwest corner of said parcel and said easterly right-of-way line;  
 thence, along said easterly right-of-way line, on the arc of a 433.00 foot radius curve, concave to the northwest, the chord of which bears, N 13°19'52" E 109.66 feet;  
 thence, continuing along said easterly right-of-way line, on the arc of a 50.00 foot radius curve, concave to the northwest, the chord of which bears, N 38°34'18" E 30.10 feet to the point of beginning of this description.

THIS IS NOT THE SE COR  
OF LOT 17 BUT IS THE NE  
CORNER OF LOT 15

Subject to and together with a 25 foot access easement for ingress and egress. Subject to any easements, covenants and restrictions of record.

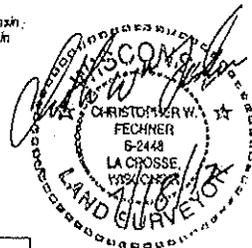
That I have made such survey, map and division of land at the direction of Coronado Villas, LLC owner of said land.

That such map is a correct representation of the exterior boundaries of the land surveyed and subdivision thereof made.

That I have fully complied with the provisions of s.236.34, Wisconsin Statutes and with the subdivision ordinances of the La Crosse County in surveying and mapping the same.

Christopher W. Fechner RLS #2448  
 Coulee Region Land Surveyors, LLC  
 917 S. 4th Street  
 La Crosse, WI 54601

Owner:  
 Coronado Villas, LLC  
 700 N. 3rd Street, Unit 202  
 La Crosse, WI 54601



Nov 15 Page 9 of A

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C1	102.55	433.00	13°34'11"	N 38°07'13" E	102.31
C1 Lot 4	77.55	433.00	10°15'40"	N 39°46'28" E	77.44
C1 Eas.	25.00	433.00	3°18'31"	N 32°59'23" E	25.00
C2	109.95	433.00	14°32'59"	N 13°19'52" E	109.66
C2 Lot 2	84.95	433.00	11°14'28"	N 11°40'36" E	84.82
C2 Eas.	25.00	433.00	3°18'31"	N 16°57'08" E	25.00
C3	30.57	50.00	35°01'48"	N 38°34'18" E	30.10
C4	86.43	67.45	73°25'20"	S 34°11'52" E	80.64
C4 Lot 2	44.56	67.45	37°51'12"	S 51°58'56" E	43.76
C4 Lot 3	41.87	67.45	35°34'08"	S 15°16'16" E	41.20
C5	82.58	65.13	72°39'11"	S 38°12'54" W	77.16
C6	58.86	66.31	50°51'23"	N 82°06'56" W	56.94
C6 Lot 3	13.52	66.31	11°40'42"	S 78°17'46" W	13.49
C6 Lot 4	45.34	66.31	30°10'36"	N 76°16'32" W	44.46
C7	36.66	41.31	50°51'00"	S 82°06'56" E	35.47
C8	50.29	40.13	71°48'19"	N 39°12'33" E	47.06
C9	54.31	42.45	73°18'00"	N 34°08'16" W	50.68



**NOTICE OF PUBLIC HEARING  
BEFORE THE CITY OF ONALASKA  
PLAN COMMISSION**

Please take notice that the City Plan Commission for the City of Onalaska will hold a public hearing on

**TUESDAY, JANUARY 26, 2016  
Approx. 7:10 P.M.  
(or immediately following public hearing at 7:00pm)**

in Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin 54650 at which time they will consider an application filed by Chris Meyer, on behalf of Nathan Hills Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650 for a substantial modification to the Nathan Hills Estates Project Planned Unit Development (PUD) to subdivide three six plexes into individual lots along the exterior of Coronado Circle and potentially increase density by one unit on the interior parcels along Coronado Circle, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number 18-5995-0

Section 1, Township 16, Range 7

NATHAN HILLS ESTATES PRT LOT 15 COM AT MOST NLY COR LOT 15  
AKA SW COR LOT 17 TIMBERCREST ADDN ALG NLY LN LOT 15 ALG  
CURV S38D33M55SW 30.09FT TO NW COR ALG WLY LN LOT 15 ALG  
CURV S13D19M54SW 109.969FT TO POB S70D41M13SE 119.47FT  
S26D50M0SW 128.89FT N45D5M42SW 94.11FT M56D48M39SW 27.93FT TO  
INTER OF WLY LN LOT 15 ALG WLY LN ALG CURV N25D58M21SE  
80.96FT TO POB

Computer Number 18-5995-2

Section 1, Township 16, Range 7

CERTIFIED SURVEY MAP NO. 96 VOL 15 LOT 1 DOC NO. 1601242

Computer Number 18-5955-6

Section 1, Township 16, Range 7

CERTIFIED SURVEY MAP NO. 98 VOL 16 LOT 1 DOC NO. 1661047 T/W &  
SUBJ TO ESMT IN DOC. NO. 1661047

Computer Number 18-5955-7

Section 1, Township 16, Range 7

CERTIFIED SURVEY MAP NO. 98 VOL 16 LOT 2 DOC NO. 1661047 T/W &  
SUBJ TO ESMT IN DOC. NO. 1661047

Computer Number 18-5955-8

Section 1, Township 16, Range 7

CERTIFIED SURVEY MAP NO. 98 VOL 16 LOT 3 DOC NO. 1661047 T/W &  
SUBJ TO ESMT IN DOC. NO. 1661047

(CONTINUED ON BACK)

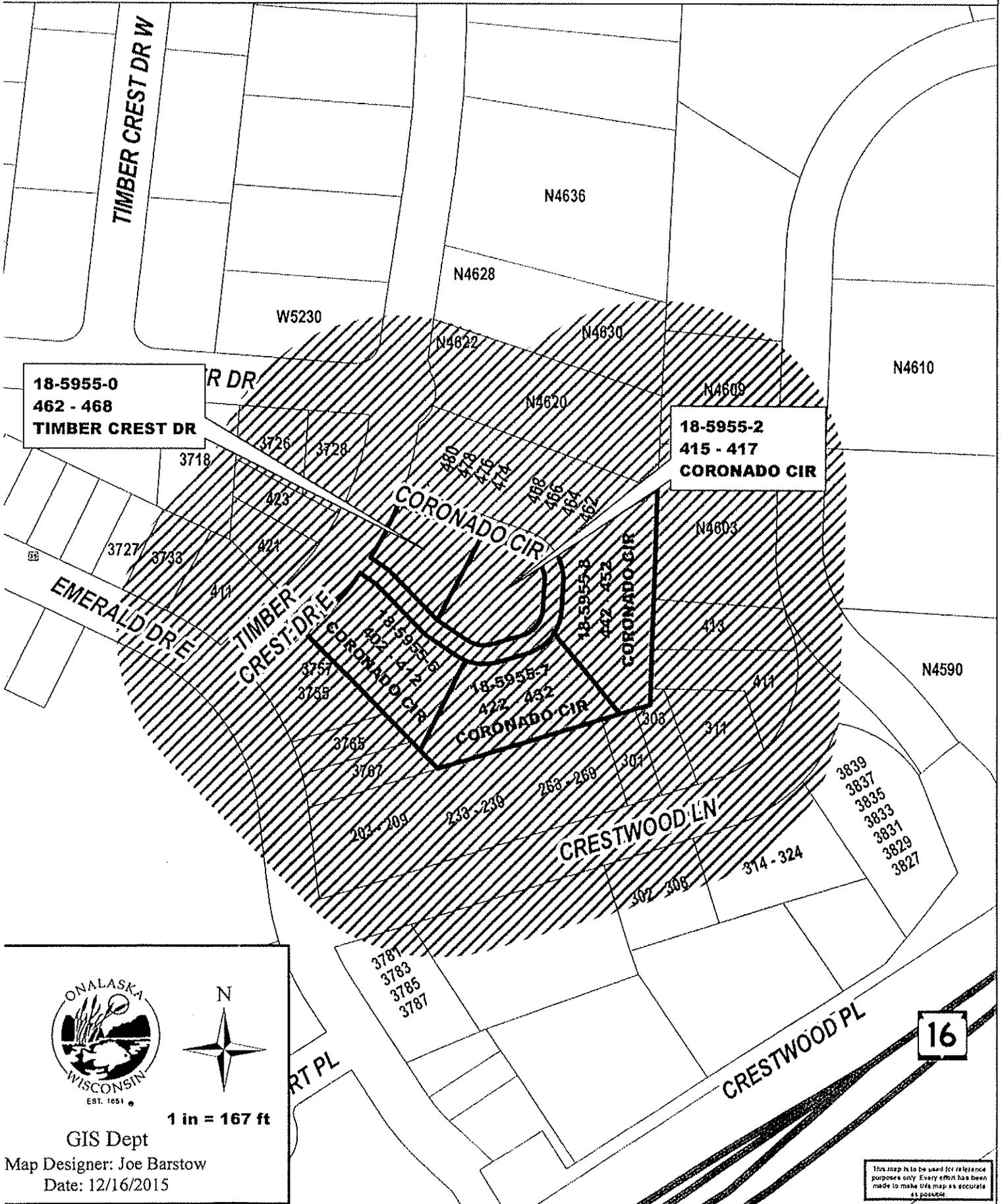
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney concerning this matter.

More detailed information on this item will be posted to the City of Onalaska website [www.cityofonalaska.com](http://www.cityofonalaska.com) the Friday before the scheduled meeting under Agendas & Minutes/Plan Commission. This posting will contain the Plan Commission Agenda and all attachments referencing this item.

Dated this 24th Day of December, 2015.

Cari Burmaster  
City Clerk

# PROPERTIES WITHIN 250' OF PARCELS: 18-5955-0, 18-5955-2, 18-5955-6, 18-5955-7, & 18-5955-8



**18-5955-0**  
**462 - 468**  
**TIMBER CREST DR**

**18-5955-2**  
**415 - 417**  
**CORONADO CIR**

**18-5955-7**  
**422 - 432**  
**CORONADO CIR**



1 in = 167 ft

GIS Dept  
 Map Designer: Joe Barstow  
 Date: 12/16/2015

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 Sub-Committee – January 19, 2016

- Agenda Item: Review & Consideration of a rezoning request.
- Applicant: Steven Jirsa, 1024 Monroe Street, Onalaska, WI 54650
- Parcel Number: 18-1187-0
- Site Location: 1024 Monroe Street, Onalaska, WI 54650
- Existing Zoning: Public & Semi-Public (P-1) District
- Neighborhood Characteristics: Properties within 250 feet of the properties in question include a variety of residential dwellings zoned Single Family and/or Duplex Residential, in addition to St. Patrick School zoned Public & Semi-Public.
- Conformance with Land Use Plan: The Comprehensive Plan identifies this area as *Mixed Density Residential*. This district is intended to accommodate primarily single family and duplex/two-flat residential development.
- Background: The applicant owns the property under review and as the property is currently zoned Public & Semi-Public, the residence constructed in 1966 is considered non-conforming. The purpose of this rezoning is to remove the non-conforming status and rezone the property to Single Family and/or Duplex Residential (R-2) District.
- Action Requested: As a public hearing will be held at the Plan Commission meeting, testimony from the public should be listened to and considered before deciding on the requested rezoning application.

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

January 19, 2016

## Agenda Item 6:

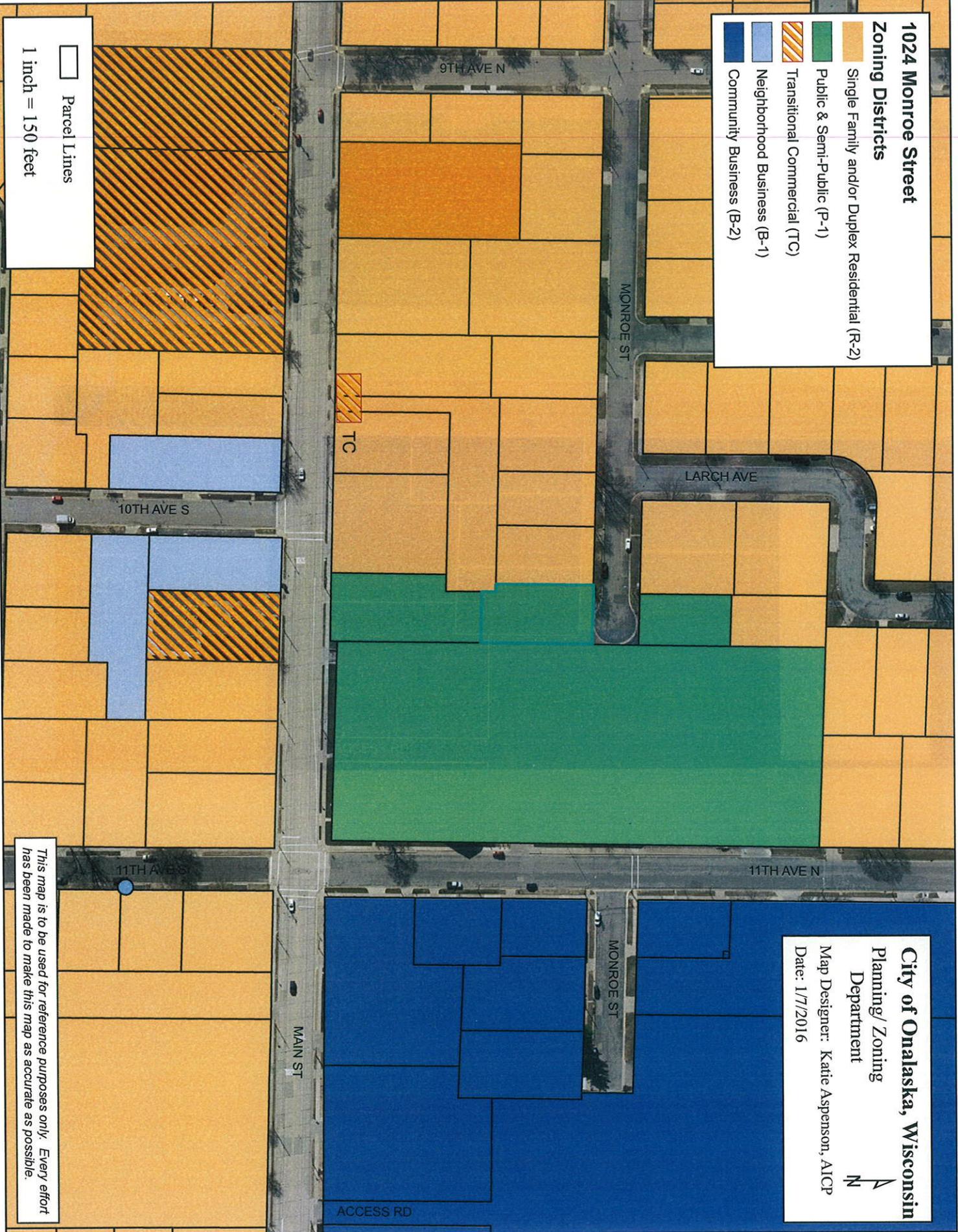
Review and Consideration of a rezoning request filed by Steven Jirsa, 1024 Monroe Street, Onalaska, WI 54650 to rezone the property at 1024 Monroe Street, Onalaska, WI 54650 from Public & Semi-Public (P-1) District to Single Family and/or Duplex Residential (R-2) District (Tax Parcel #18-1187-0).

1. Rezoning Fee of \$300.00 (PAID).
2. Any future improvements to this parcel will be subject to additional City permits (i.e., building permits).
3. 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.
4. 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.
5. Any omissions of any conditions not listed in committee minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.

# 1024 Monroe Street

## Zoning Districts

- Single Family and/or Duplex Residential (R-2)
- Public & Semi-Public (P-1)
- Transitional Commercial (TC)
- Neighborhood Business (B-1)
- Community Business (B-2)



**City of Onalaska, Wisconsin**  
Planning/ Zoning  
Department  
Map Designer: Katie Aspenson, AICP  
Date: 1/7/2016



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

Parcel Lines  
1 inch = 150 feet



City of Onalaska, Department of Planning & Zoning, 415 Main Street, Onalaska, WI 54650

### REZONING OR TEXT AMENDMENT APPLICATION

The following checklist will ensure the timely processing of your application:

➔ Overview/ Cover Letter Describing the following:

- ▶ Detailed Description of Proposed Rezoning or Text Amendment
- ▶ Description of how Proposed Rezoning Meets Unified Development Code Standards
  - ▶ Compatibility with Surrounding Neighborhood (existing and anticipated development within 250 ft of proposed use and within 500 ft along the same street)
  - ▶ Consistency with the Comprehensive Plan (relationship of proposed use to the goals, objectives and policies)

➔ \$300 Permit Application Fee (Payable to the City of Onalaska)

*If incomplete, no further processing of the application will occur until the deficiencies are corrected.*

A Map or Text Amendment to the City of Onalaska Unified Development Code / Zoning Ordinance may be proposed at any time. Amendments to the Zoning District Map or Overlay District Map proposed by the public shall be initiated by submitting a completed application by owners of all parcels proposed to be rezoned. The application for amendments to the Text of the UDC / Zoning Ordinance shall include the text in question as well as proposed text.

Request for Amendment to:

- Zoning District Map (Rezoning)
- Zoning Ordinance (Text Amendment)
- Zoning Overlay District Map (Rezoning)

Description of Request to Amend the Unified Development Code - Zoning Ordinance: (Text and/or Map(s)):

Existing Zoning District: P-1 Proposed Zoning District: R-2

*purpose of the re-zoning is to remove the non-conforming status of the property to allow a residence. Current home on lot was built in 1966 and all neighbors are zoned residential.*

*Per Wisconsin's Open Meeting Law, comments on this permit application, either by the applicant or concerned citizen, shall be raised in person at the scheduled meeting or brought up to City Staff (through conversation, written letter or email) for review at the scheduled meeting. Due to Wisconsin's Open Meeting Law, Plan Commissioners and Alderpersons are unable to discuss this matter outside of a scheduled public meeting. Thank you.*



City of Onalaska, Department of Planning & Zoning, 415 Main Street, Onalaska, WI 54650

### REZONING OR TEXT AMENDMENT APPLICATION

Property Address:	1024 Monroe St.
Parcel Number:	18-1187-0
Zoning District:	P-1

Applicant:	
Contact:	
Mailing Address:	
City, State, Zip:	
Phone Number:	
Email:	<input type="checkbox"/> Primary Contact

Business:	
Owner/Contact:	
Mailing Address:	
City, State, Zip:	
Phone Number:	
Email:	<input type="checkbox"/> Primary Contact

Property Owner:	
Contact:	Steven J. Jirsa
Mailing Address:	1024 Monroe St.
City, State, Zip:	Onalaska WI 54650
Phone Number:	608-790-6996
Email:	KruznLow69@gmail.com <input checked="" type="checkbox"/> Primary Contact

The undersigned hereby makes application at the location stated herein. The undersigned agrees that all work shall be done in accordance with the requirements of the City of Onalaska Unified Development Code / Zoning Ordinance and with all other applicable City Ordinances and the laws and regulations of the State of Wisconsin.

Signature of Applicant:	Date:
Signature of Property Owner: <i>Steven J. Jirsa</i>	Date: 12-28-15

OFFICE USE ONLY:	Date Submitted: 12/28/15	Permit Number: 5
Permit Fee: 300	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check # 11647	Application Received by: CA

**NOTICE OF PUBLIC HEARING  
BEFORE THE CITY OF ONALASKA  
PLAN COMMISSION**

Please take notice that the City Plan Commission for the City of Onalaska will hold a public hearing on

**TUESDAY, JANUARY 26, 2016  
APPROX. 7:20 P.M.  
(or immediately following public hearing at 7:10pm)**

in Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin 54650 at which time they will consider an application filed by Steven Jirsa, 1024 Monroe Street, Onalaska, WI 54650, who is requesting rezoning from Public & Semi-Public (P-1) District to Single Family and/or Duplex Residential (R-2) District for the purpose of removing the non-conforming status of the residential property located at 1024 Monroe Street, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number: 18-1187-0

Section 04, Township 16, Range 7

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

YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney concerning this matter.

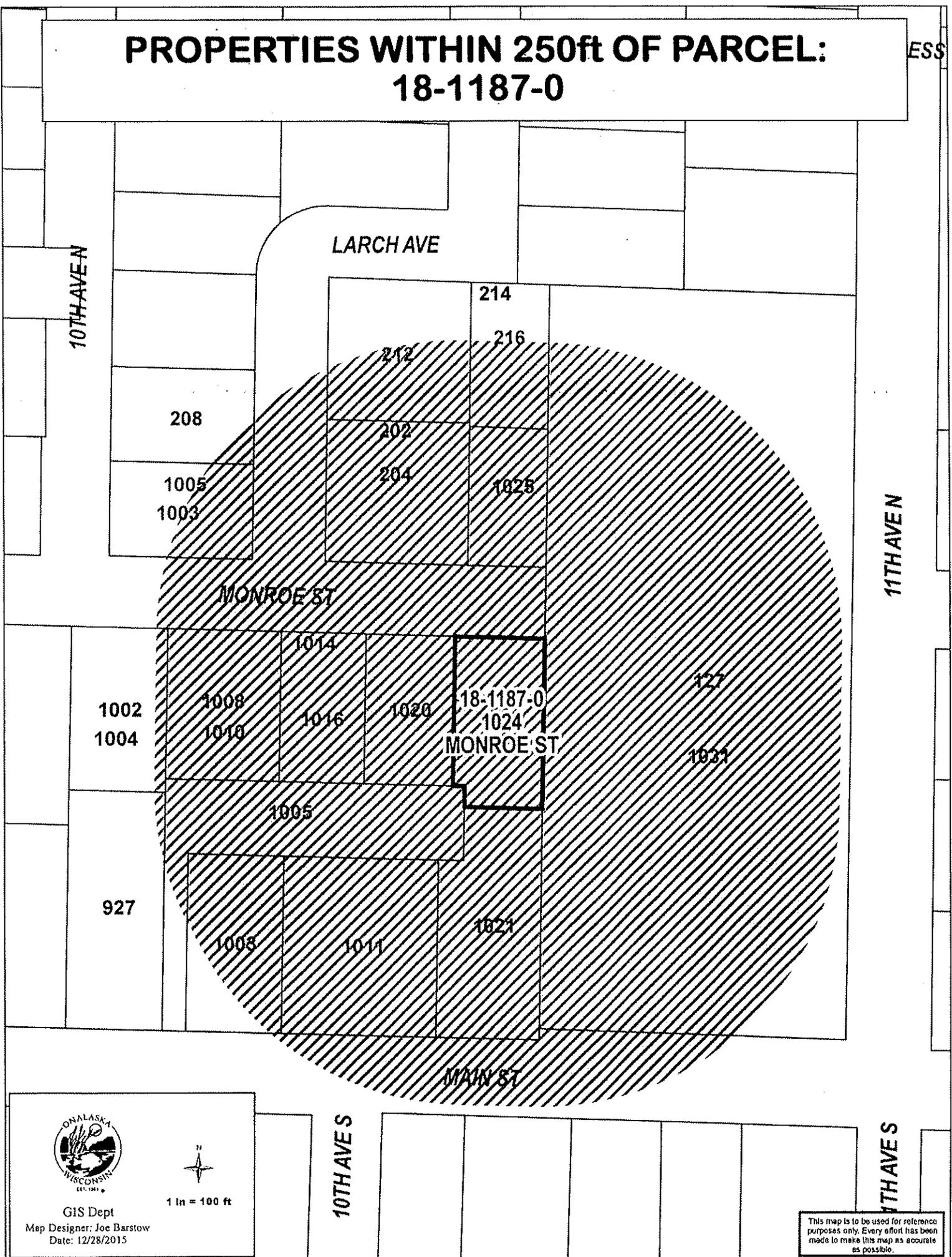
More detailed information on this item will be posted to the City of Onalaska website [www.cityofonalaska.com](http://www.cityofonalaska.com) the Friday before the scheduled meeting under Agendas & Minutes/Plan Commission. This posting will contain the Plan Commission Agenda and all attachments referencing this item.

Dated this 8<sup>th</sup> day of January, 2016.

Cari Burmaster  
City Clerk

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

ESS



1 in = 100 ft

GIS Dept

Map Designer: Joe Barstow  
Date: 12/28/2015

10TH AVE S

11TH AVE S

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 Sub-Committee – January 19, 2016

Agenda Item:

# 7

Agenda Item: Reconsideration 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 13-1-13(d)(2) and pursuant to standards set forth in Sections 13-8-11.

The applicant requested the Common Council review the Condition of Approval #3 relating to the installed fence location. The Common Council sent the Conditional Use Permit back to the Plan Commission for reconsideration and added Condition of Approval # 8 that the property owner enter into an agreement in form and substance acceptable to the City regarding payment for services (PILOT). On December 15, the Plan Commission tabled the decision until the January Plan Commission meeting at the request of the applicant.

Action Requested:

If the requested Conditional Use Permit is recommended for approval by the Plan Commission Sub-Committee, staff recommends including the attached conditions of approval.

# REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY PLAN COMMISSION SUB-COMMITTEE:

January 19, 2016

## Agenda Item 7:

Reconsideration 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. Fencing to comply with standards set forth in Section 13-6-10 of the Unified Development Code.
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.
8. Property owner to enter into an agreement in form and substance acceptable to the City regarding payment for services (PILOT).

## Aspenson, Katie

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**From:** Aspenson, Katie  
**Sent:** Wednesday, January 06, 2016 10:12 AM  
**To:** 'mmckinneyrhc@gmail.com'  
**Cc:** Buehler, Fred  
**Subject:** Rivers Harvest Day Care CUP

Hello Meri,

Last month the City of Onalaska met with Pastor Lefebre to discuss a P.I.L.O.T. Agreement with Rivers Harvest Church pertaining to a Conditional Use Permit (CUP) for a daycare at the Church and the Plan Commission tabled the CUP decision until the January meeting. I have the Conditional Use Permit request scheduled for the January Plan Commission meeting cycle; however, I have not heard if Pastor Lefebre has any questions regarding this agreement.

Is Rivers Harvest going to move forward with the P.I.L.O.T. Agreement with the City of Onalaska or are there any changes/questions related to the draft P.I.L.O.T. Agreement given to Pastor Lefebre from Fred Buehler, Onalaska Finance Director?

I look forward to hearing from you on this matter. Please do not hesitate to contact me if you have any questions.

Thank you,

*Katie*

Katie Aspenson (Meyer), AICP  
Planner | Zoning Inspector  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650  
P: 608-781-9590  
F: 608-781-9506  
E: [kaspenson@cityofonalaska.com](mailto:kaspenson@cityofonalaska.com)



# CITY OF ONALASKA

## STAFF REPORT

Plan Commission Sub-Committee – January 19, 2016

- Agenda Item: Consideration of a request to extend the Final Plat submittal requirement for one year for the 4<sup>th</sup> Addition to the Country Club Estates Plat.
- Applicant: Kevin Fry, on behalf of Elmwood Partners, 1859 Sand Lake Road, Onalaska
- Property Owner: Elmwood Partners, 1859 Sand Lake Road, Onalaska
- Parcel Numbers: 18-3566-100 & 18-4479-0
- Site Location: North of Emerald Valley Drive
- Existing Zoning: Single Family Residential (R-1)
- Neighborhood Characteristics: Residential, Golf Course
- Conformance with Comprehensive Land Use Plan: The Comprehensive Plan's Future Land Use Plan designate this area as *Conservation / Cluster Residential*. The proposed development is consistent with the intent of this land use category.

Background: A general timeline on approvals of this development is as follows:

- March 13, 2012: Approval of Preliminary Plat containing 56.46 acres and 23 lots by Common Council.
- May 8, 2012: Approval of Rezoning to Single Family Residential (R-1) by Common Council.
- May 8, 2012: Approval of Annexation into the City of Onalaska by Common Council.
- Feb. 10, 2015: Approval of One-Year Extension for the Final Plat Submittal

**Relevant sections from the Unified Development Ordinance:**

**Sec. 13-9-20 (b)(3) Final Plat Review and Approval – Plan Commission Review.**

*If the Final Plat is not submitted within thirty-six (36) months of the last required approval of the Preliminary Plat, the Plan Commission may refuse to approve the Final Plat. The City Plan Commission may consider requests to extend the thirty-six (36) month requirement, as set forth in 13-9-20(a)(1) above.*

**Sec. 13-9-20 (a)(1) Final Plat Review and Approval – Filing Requirements.**

*The owner or subdivider shall file thirty (30) copies of the Final Plat not later than thirty-six (36) months after the date of approval of the Preliminary Plat; otherwise, the Preliminary Plat and Final Plat will be considered void unless an extension is requested in writing by the subdivider and for good cause granted by the City.*

Recommendation: Approval of a one-year extension (to February 14, 2017) allowing the 4<sup>th</sup> Addition to the Country Club Estates Plat be submitted later than the 36-months filing requirement after the approval of the Preliminary Plat.

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ELMWOOD



PARTNERS  
LIMITED PARTNERSHIP

January 4, 2016

City of Onalaska  
Katie Aspenson  
415 Main Street  
Onalaska, WI 54650

RE: 4<sup>th</sup> Addition to the Country Club Estates  
Final Plat Extension

Brea,

The original Preliminary Plat of the 4<sup>th</sup> Addition to the Country Club Estates was approved by the Common Council at the March 13, 2012 meeting with a one year extension approved at the February 10, 2015 meeting. We are requesting a one year extension of the approval of the Preliminary Plat to allow more time for market conditions to improve.

If you have any questions, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kevin E. Fry'.

Kevin E. Fry, P.E.

V.P. of the General Partner



# CITY OF ONALASKA

Agenda Item:

# 9

## STAFF REPORT

Plan Commission Sub-Committee – January 19, 2016

- Agenda Item: Consideration of a request to extend the Final Plat submittal requirement for one-year, as requested by Dr. Leo Bronston, on behalf of French Valley LLC, 1202 County Road PH, Suite 100, Onalaska, for the French Valley Neighborhood Plat (Parcel #s 18-4482-1, 18-4481-0, 18-4480-0 and 18-4485-0).
- Applicant: Dr. Leo Bronston, on behalf of French Valley LLC, 1202 County Road PH, Suite 100, Onalaska
- Property Owner: French Valley LLC, 1202 County Road PH, Suite 100, Onalaska
- Parcel Number: 18-4482-1, 18-4481-0, 18-4480-0 and 18-4485-0
- Site Location: North of French Road
- Existing Zoning: Planned Unit Development
- Neighborhood Characteristics: Residential
- Conformance with Comprehensive Land Use Plan: The Comprehensive Plan's Future Land Use Plan designate this area as *Conservation / Cluster Residential*. The proposed development is consistent with the intent of this land use category.
- Background: A general timeline on approvals of this development is as follows:
- January 8, 2008 – Development Agreement was approved by the Common Council.
  - March 11, 2008 – Final Implementation Plan for PUD & Preliminary Plat was approved by the Common Council. (By a relatively recent amendment to the City's Zoning Ordinance, final plats were given 36-months to be submitted; this deadline would have been March 2011.)
  - September 9, 2008 – Common Council granted a 1-year extension for filing of the Final Plat.
  - July 14, 2009 – Common Council granted a 1-year extension for filing of the Final Plat.
  - November 9, 2010 – Common Council granted a 1-year extension for filing of the Final Plat.
  - January 10, 2012 – Common Council granted a 1-year extension for filing of the Final Plat.
  - February 12, 2013 – Common Council granted a 1-year extension for filing of the Final Plat.
  - February 11, 2014 – Common Council granted a 1-year extension for filing of the Final Plat.

Relevant sections from the Unified Development Ordinance:

**Sec. 13-9-20 (b)(3) Final Plat Review and Approval – Plan Commission Review.**

*If the Final Plat is not submitted within thirty-six (36) months of the last required approval of the Preliminary Plat, the Plan Commission may refuse to approve the Final Plat. The City Plan Commission may consider requests to extend the thirty-six (36) month requirement, as set forth in 13-9-20(a)(1) above.*

## CITY OF ONALASKA

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### **Sec. 13-9-20 (a)(1) Final Plat Review and Approval – Filing Requirements.**

*The owner or subdivider shall file thirty (30) copies of the Final Plat not later than thirty-six (36) months after the date of approval of the Preliminary Plat; otherwise, the Preliminary Plat and Final Plat will be considered void unless an extension is requested in writing by the subdivider and for good cause granted by the City.*

Action Requested: Approval of a one-year extension (to February 14, 2017) allowing the French Valley Neighborhood Final Plat be submitted later than the 36-months filing requirement after the approval of the Preliminary Plat.

### Recommended Conditions of Approval:

- a) Amendment of the March 2008 Development Agreement between French Valley, LLC and the City of Onalaska prior to the commencement of any construction activities, including public improvements. Developer is advised to schedule adequate time for the amended Development Agreement to be reviewed and approved by the City's Plan Commission and Common Council.
- b) All permits must be current prior to the start of any construction activities (i.e., sanitary sewer and water approvals from WDNR). All plans and specifications must be resubmitted to the City for review & approval (i.e., stormwater plan).

# French Valley, LLC

1202 County Road PH| Ste 100 | Onalaska, WI 54650

608.781.2225 | drbronston@bronstonchiro.com

January 05, 2016

Planning and Zoning Department  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650

Re: French Valley Neighborhood  
Final Plat Extension Request

Dear Planning and Zoning Department,

On behalf of French Valley, LLC, we are formally requesting an additional one year extension to allow for final plat to be submitted later than the 36 month filing requirement following approval of the preliminary plat.

The French Valley neighborhood is a unique project and a great deal of support for implementing the project has been offered. However, due to continued uncertainty of market conditions and high inventory, we feel that it is advantageous to delay construction for the initial development phases. This extension allows partners and lenders the time to better understand the changing market and project housing demands to ensure that our initial development will meet home buyer demands and expectations.

The French Valley neighborhood vision as defined by the Final Implementation Plan offers a variety of housing options and price points that provide us with the flexibility to meet challenging market demands. We do not intend to deviate from the approved vision as we feel it remains valid and will be a wonderful addition to the community.

We appreciate the consideration of our extension request. Please feel free to contact me should any additional information be needed or any questions arise. We look forward to continuing our partnership with the City as we progress toward realization of this unique neighborhood within the City of Onalaska.

Sincerely,



Dr. Leo Bronston  
Managing Partner  
French Valley, LLC

cc: Katie Aspenson  
Jason Stangland  
Duane Ring, Jr.  
Steven Tanke



# *CITY OF ONALASKA*

Agenda Item:

# 10

## *STAFF REPORT*

Plan Commission Sub-Committee – January 19, 2016

Agenda Item:

Update on Village of Holmen Comprehensive Plan Update.

Background:

Attached please find a notification letter from Scott Heinig, Holmen Village Administrator, regarding the Village of Holmen Comprehensive Plan Update process. A draft plan will be available in the Planning Department of City Hall and may also be accessed on their website:

[www.holmenwi.com](http://www.holmenwi.com) → Village Departments → Planning & Zoning

The Village Planning Commission has scheduled a public hearing on the draft plan on February 23, 2016 at 6:30PM for public comments. Written comments may be submitted prior to the public hearing to the attention of:

Scott Heinig, Village Administrator  
Village of Holmen  
421 South Main Street  
P.O.BOX 158  
Holmen, WI 54636-0158

# Village of Holmen



DEAN OLSON, P.E.  
Director of Public Works  
(608) 526-6322

MICHAEL BROGAN  
Director of Parks & Recreation  
(608) 526-6318

ANGELA HORNBERG  
Clerk / Treasurer  
(608) 526-6302

421 S. Main Street  
P.O. Box 158  
Holmen, Wisconsin 54636-0158

NANCY J. PROCTOR  
Village President  
(608) 526-6307

SCOTT HEINIG  
Administrator  
(608) 526-6305

October 30, 2015

This letter serves to inform your government agency that the Village of Holmen is initiating an update to our Comprehensive Plan under Wis. Stat. 66.1001. The Village's existing Comprehensive Plan was adopted in December of 2004, and while several minor updates have occurred in the preceding years, the Village Board has determined a full plan update is needed. The Village's primary objectives with this plan update include:

- Updating all planning elements to account for the most recent Census data;
- Update all planning maps to account for changes since 2004 and anticipated future growth patterns and trends; and
- Incorporate sub-area plans adopted by the Village since 2004, including the Seven Bridges Master Plan, South Holmen Drive Corridor Plan, Official Map, Tax Increment Finance District Project Plans, Downtown Site Planning Report, and the Village of Holmen/City of Onalaska Boundary Agreement.

The plan update is being coordinated by the Village's planning consultant MSA Professional Services, under the supervision of the Village's Planning Commission, which meets on the last Tuesday of each month (all are welcome to attend those publicly posted meetings). State Statute 66.1001 further requires the Village to send a copy of the adopted plan to all adjacent municipalities, including La Crosse County and the Mississippi River Planning Commission. However, in the interest of supporting intergovernmental cooperation the Village will also send a copy of the draft updated comprehensive plan for comment prior to adoption by the Village. We anticipate a draft plan will be available for review by the end of the year, with possible plan adoption occurring in the initial months of 2016.

If you would like to discuss anything related to our plan update please feel free to contact my office prior to receiving the draft comprehensive plan.

Sincerely,

Scott Heinig,  
Village Administrator



# CITY OF ONALASKA

INSPECTION/PLANNING/ZONING DEPARTMENTS 415 MAIN STREET  
 ONALASKA, WI 54650-2953  
 PH: (608) 781-9590  
 FAX (608) 781-9506  
<http://www.cityofonalaska.com>

## BUILDING PERMIT DATA - Year End 2015

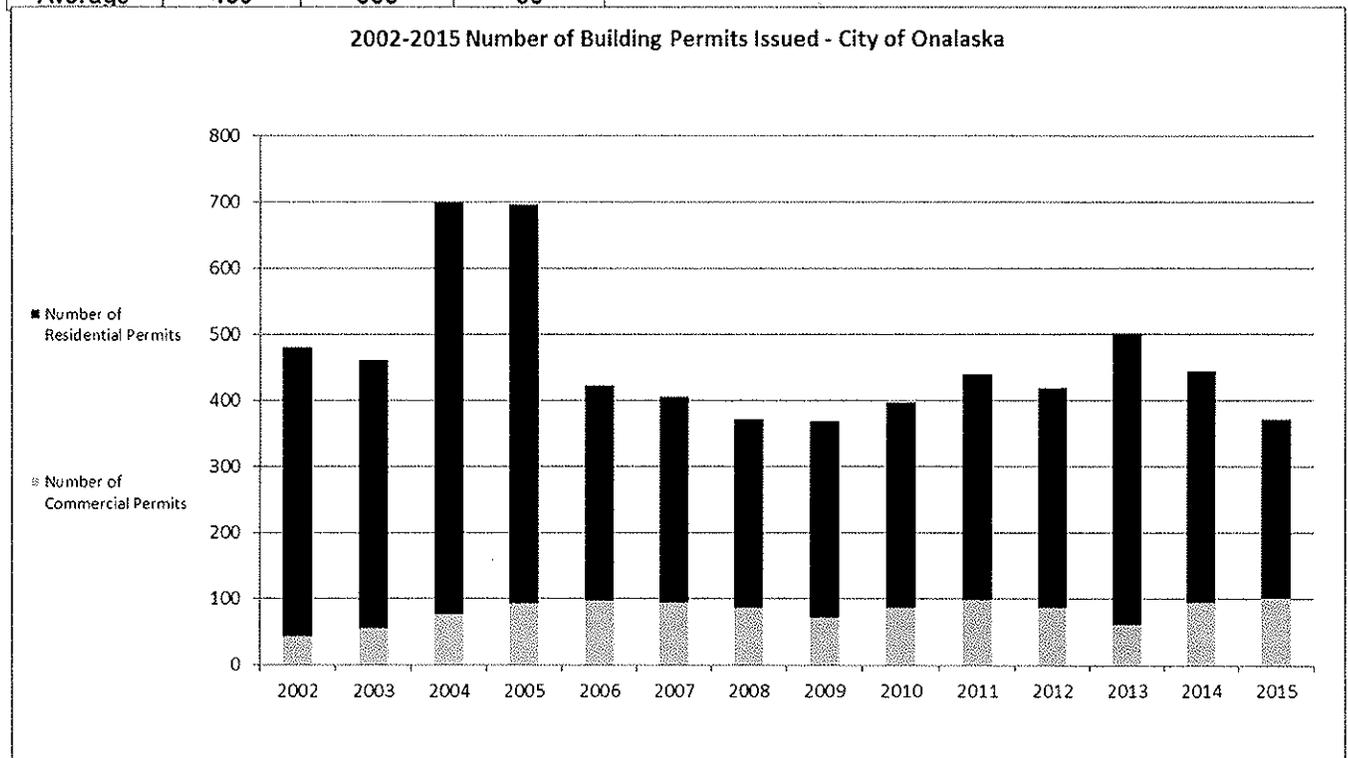
01/13/2016 Update

### Total Number of Building Permits: Year End 2015

Year	Number of Permits	Number of Residential Permits	Number of Commercial Permits
2006	422	325	97
2007	406	312	94
2008	371	284	87
2009	368	297	71
2010	396	310	86
2011	440	341	99
2012	419	333	86
2013	498	440	61
2014	443	351	94
2015	372	270	102
<b>5-year Average</b>	<b>439</b>	<b>355</b>	<b>85</b>

Compared to data from the previous years, the total number of residential building permits issued in 2015 (270 permits) is less than the five-year average. However as outlined later in this document, permits are being issued for larger, higher valued projects.

The number of commercial permits issued in 2015 exceeded the five-year average with 102 permits. With recent trends of construction, we anticipate continued commercial development and permit issuance in 2016.



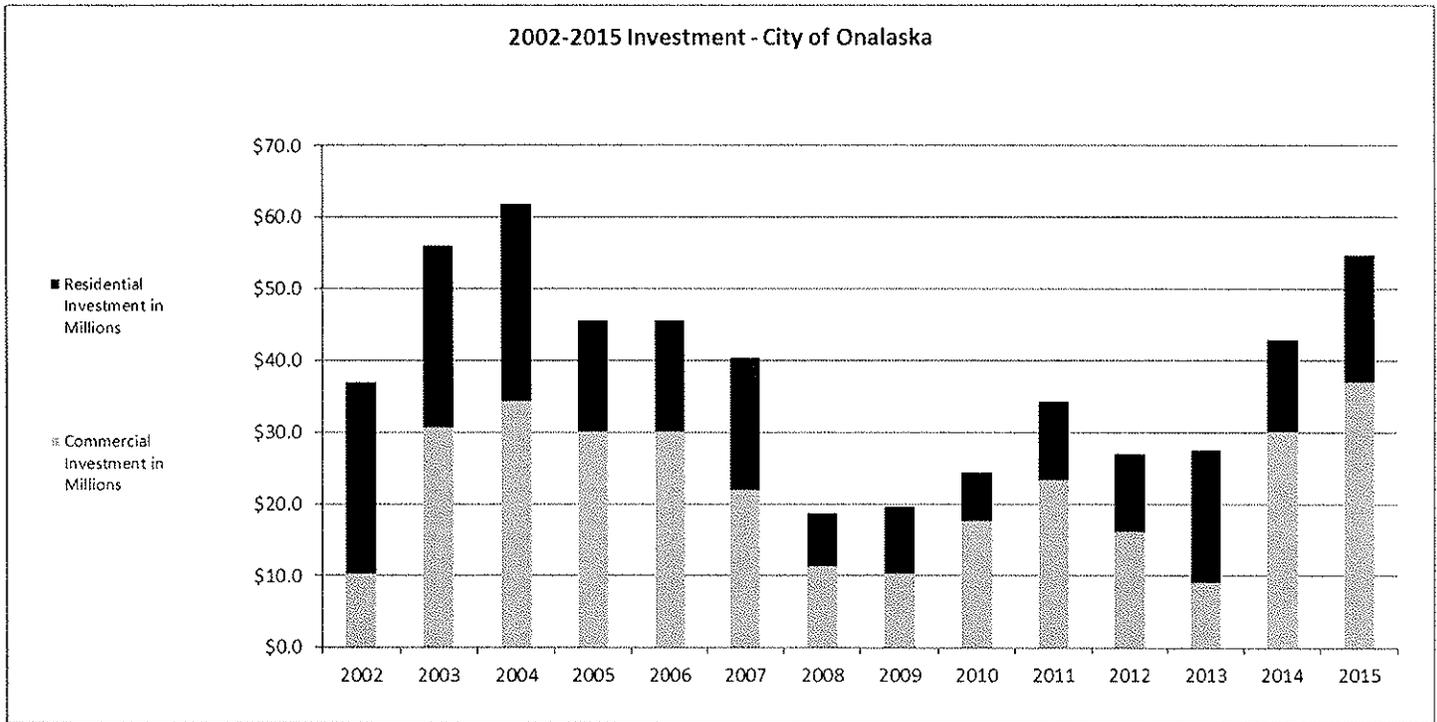
\* Annual totals for years 2007 through 2015.

## Total Investment as Reported by Building Permit Applications

Year	Investment in Millions	Residential Investment in Millions	Commercial Investment in Millions
2006	\$45.7	\$15.6	\$30.1
2007	\$40.5	\$18.6	\$21.9
2008	\$18.7	\$7.4	\$11.4
2009	\$19.7	\$9.3	\$10.4
2010	\$24.5	\$6.8	\$17.7
2011	\$34.4	\$11.0	\$23.4
2012	\$27.0	\$10.8	\$16.2
2013	\$27.5	\$18.4	\$9.1
2014	\$42.9	\$12.8	\$30.1
2015	\$54.8	\$17.8	\$37.0
<b>5-year Average</b>	<b>\$26.6</b>	<b>\$11.3</b>	<b>\$15.4</b>

Compared to the previous five-year average for total investment (at \$26.6 million), in 2015 total investment (\$54.8 million) is about two times the average.

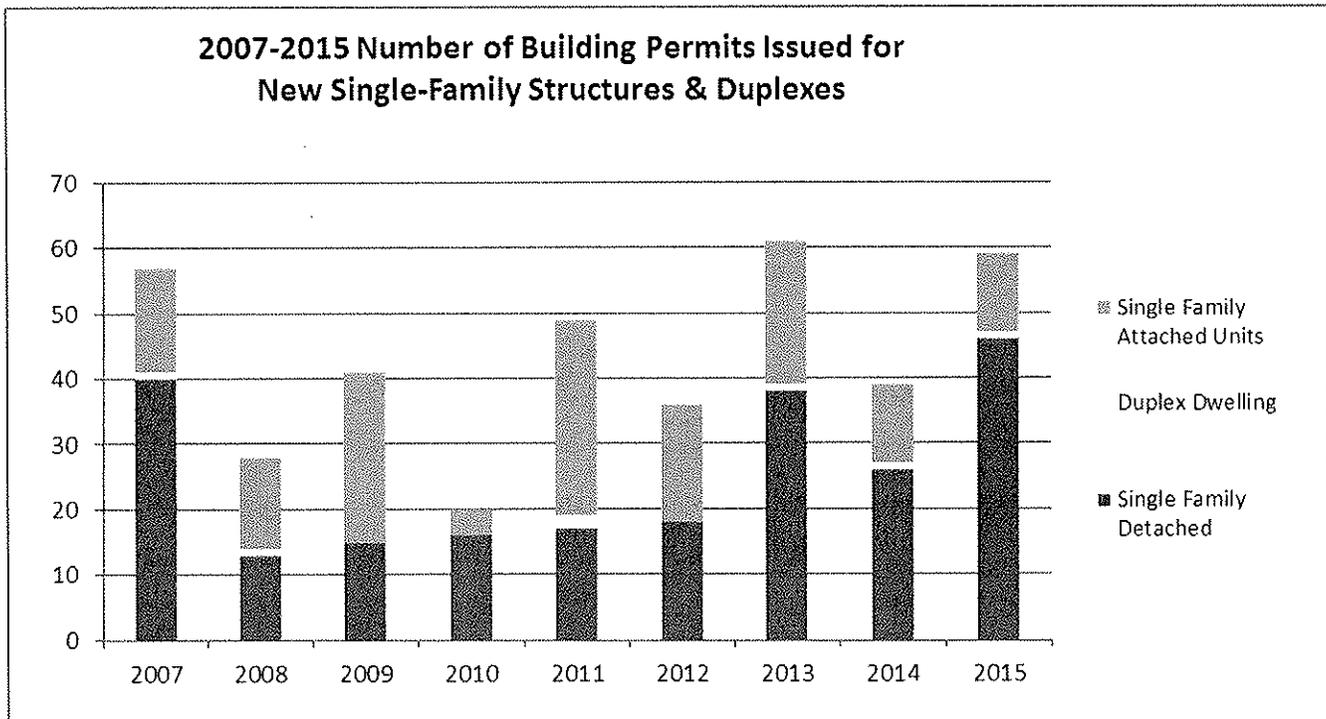
Total investments is greater than the five-year average for both residential and commercial, however the pace of total investments is being led by commercial investments (\$15.4 million).



\* Annual totals for years 2007 through 2015.

## Residential Building Permits: Single-and Two-Family Construction

- The five-year average for the number of building permits issued for single-family homes and duplexes is 29 permits issued, with an average value of \$6.3 million. Note the five-year average extends from 2010 – 2014.
- In 2015, the Department has issued 59 permits for single-family homes and duplexes with a total approximate value of \$15.7 million dollars. The 2015 values surpass the annual values of every year since 2007. The value of \$15.7 million is just below the 2007 value of \$15.8 million.



\* Annual totals for years 2007 through 2015.

RESIDENTIAL CONSTRUCTION	2007	2008	2009	2010	2011	2012	2013	2014	2015
Single Family Detached	40	13	15	16	17	18	38	26	46
Approx value	\$13,299,401	\$3,515,000	\$3,964,151	\$4,104,900	\$4,583,000	\$5,160,574	\$10,500,894	\$7,739,000	\$13,527,470
Duplex Dwelling	1	1	0	0	2	0	1	1	1
Approx value	\$140,000	\$80,000	\$0	\$0	\$390,000	\$0	\$100,000	\$100,000	\$191,000
Total no. of units	2	2	0	0	4	0	2	2	2
Single Family Attached Units	16	14	26	4	30	18	22	12	12
Total no. of units	\$2,418,000	\$1,780,000	\$3,370,000	\$630,000	\$3,758,000	\$2,890,000	\$4,364,000	\$1,730,000	\$2,008,000
<b>Total Permits</b>	<b>57</b>	<b>28</b>	<b>41</b>	<b>20</b>	<b>49</b>	<b>36</b>	<b>61</b>	<b>39</b>	<b>59</b>
<b>Total Approx. Value</b>	<b>\$15,857,401</b>	<b>\$5,375,000</b>	<b>\$7,334,151</b>	<b>\$4,734,900</b>	<b>\$8,731,000</b>	<b>\$8,050,574</b>	<b>\$14,964,894</b>	<b>\$9,569,000</b>	<b>\$15,726,470</b>

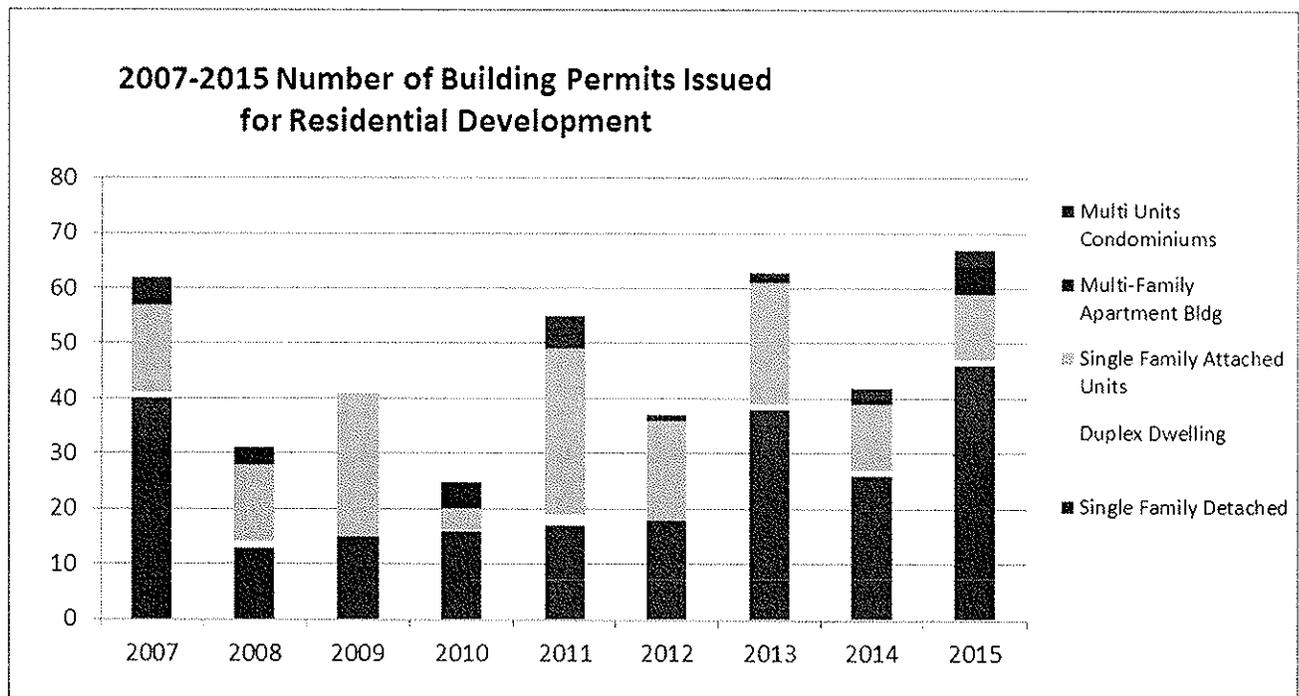
\* Annual totals for years 2007 through 2015.

## Residential Building Permits: Multi-Unit Construction

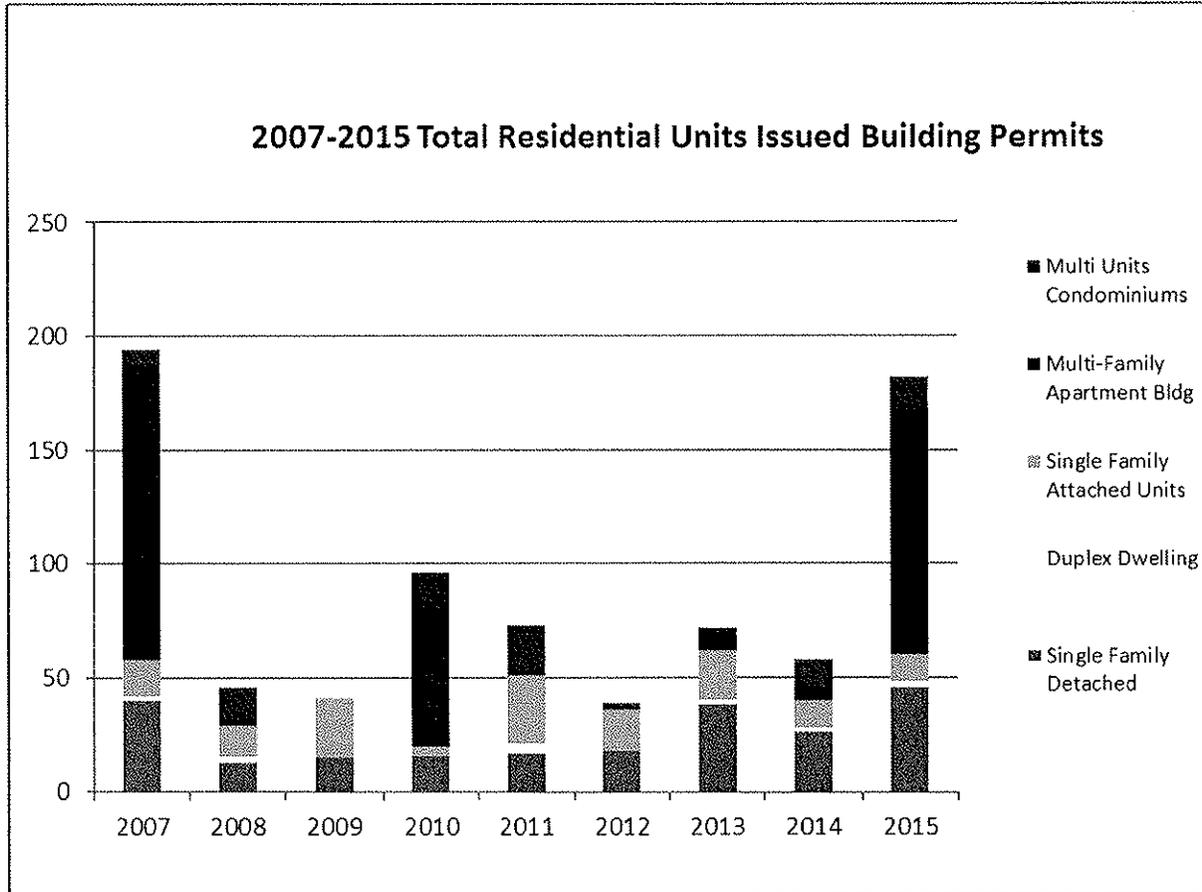
- In 2015, \$9.4 million was invested in multi-unit residential properties in 2015 totaling 122 new units.
- In terms of value and the number of new residential units created, multi-unit residential construction in 2015 exceeds every year between 2008-2014.

MULTI-UNIT RESIDENTIAL CONSTRUCTION		2007	2008	2009	2010	2011	2012	2013	2014	2015
Multi-Family Apartment Bldg	No. of bldgs	1	0	0	1	0	0	1	1	5
	Approx. value	\$12,285,000	\$0	\$0	\$2,400,000	\$0	\$0	\$670,000	\$500,000	\$7,350,000
	Total no. of units	130	0	0	60	0	0	7	6	107
Multi Units Condominiums	No. of bldgs	4	3	0	4	6	1	1	2	3
	Approx. value	\$825,000	\$1,021,000	\$0	\$962,268	\$1,800,000	\$450,000	\$650,000	\$1,515,534	\$2,059,920
	Total no. of units	6	17	0	16	22	3	3	12	15
<b>Total Units</b>		136	17	0	76	22	3	10	18	122
<b>Total Approx. Value</b>		\$13,110,000	\$1,021,000	\$0	\$3,362,268	\$1,800,000	\$450,000	\$1,320,000	\$2,015,534	\$9,409,920

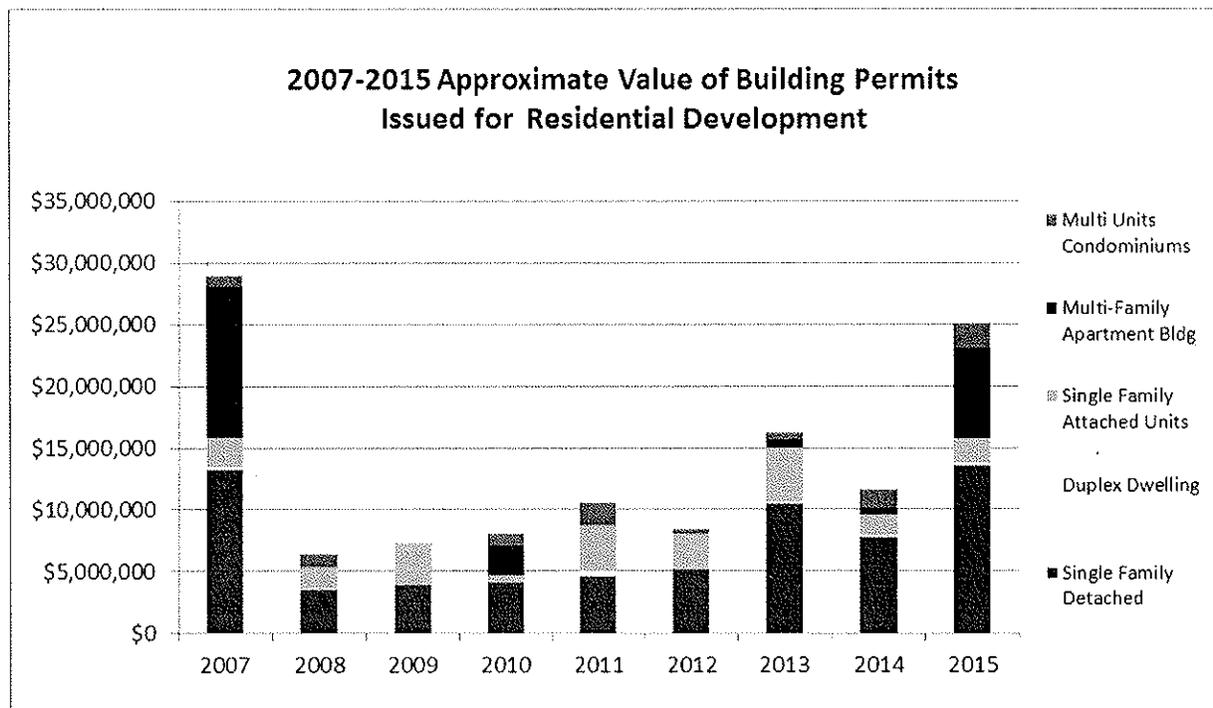
\* Annual totals for years 2007 through 2015.



\* Annual totals for years 2007 through 2015.



*\*Annual totals for years 2007 through 2015.*



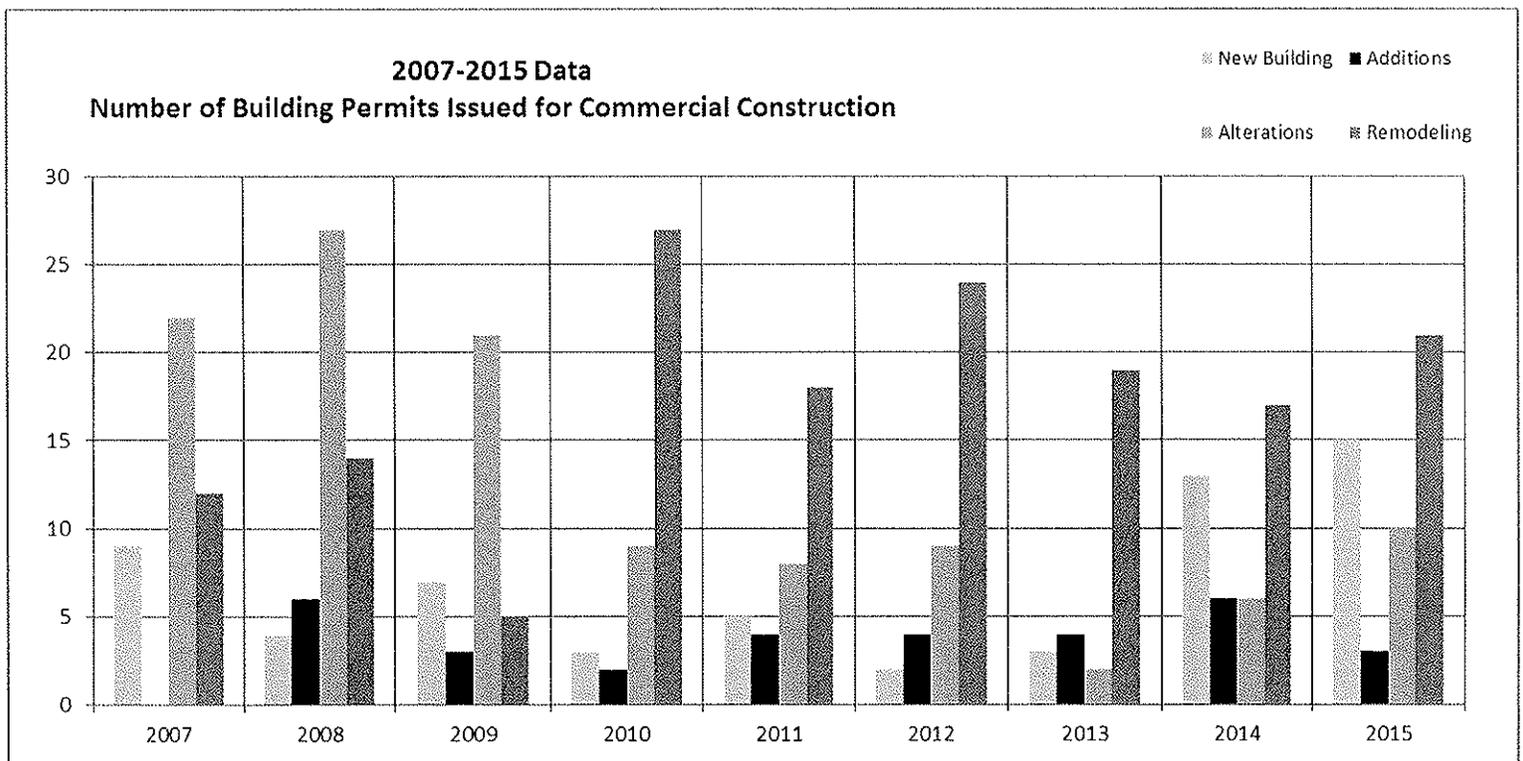
*\*Annual totals for years 2007 through 2015.*

## Commercial Building Permits

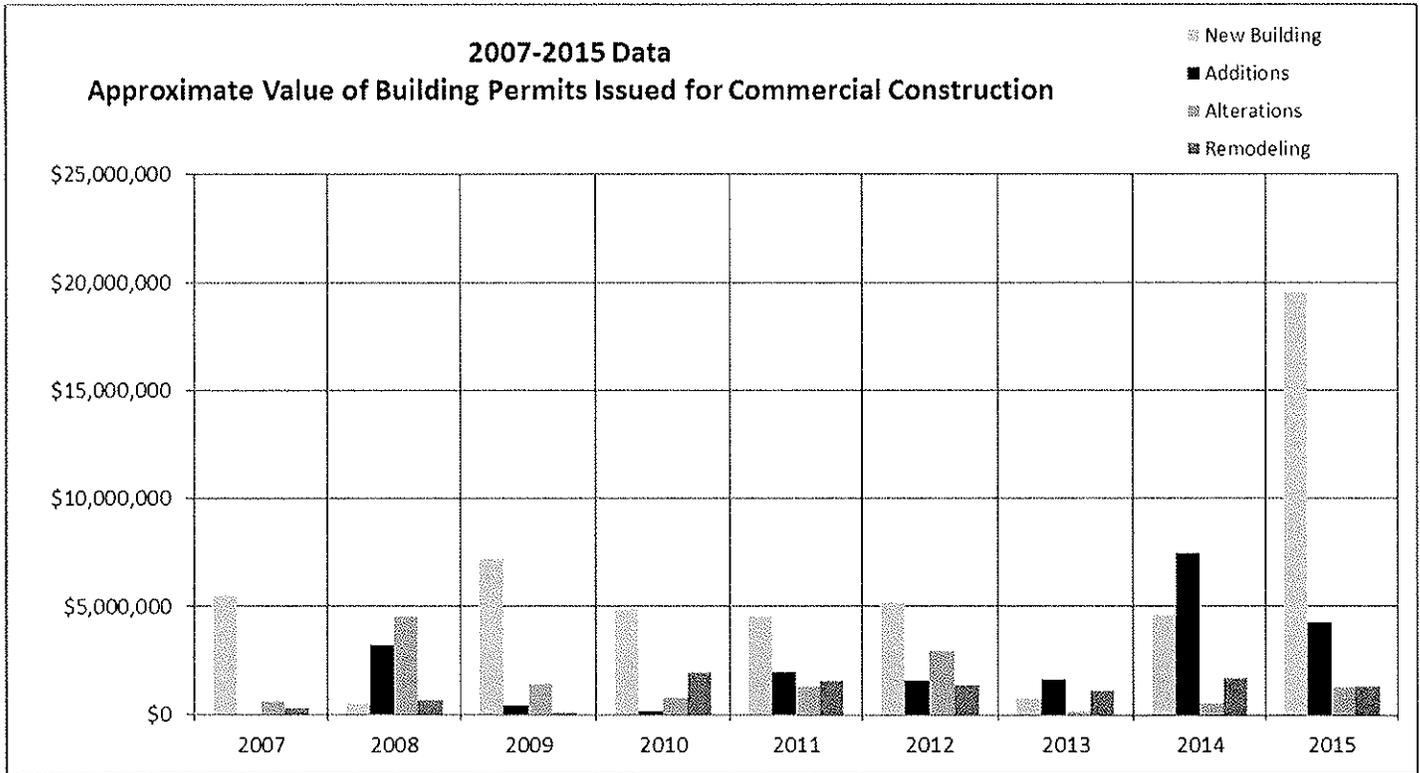
- For commercial construction, the total investment in 2015 is \$37 million, which exceeds the five-year average of \$15.4 million.
- In 2015, 15 permits have been issued for new commercial structures. This number surpasses the annual total number of new commercial structures every year since 2007.

COMMERCIAL CONSTRUCTION		2007	2008	2009	2010	2011	2012	2013	2014	2015
Multi-Family	No. of bldgs	1	0	0	0	0	0	0	1	5
	Approx. value	\$12,285,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$7,350,000
Apartment Bldg	No. of bldgs	4	3	0	4	6	1	0	1	3
	Approx. value	\$825,000	\$1,021,000	\$0	\$962,268	\$740,000	\$450,000	\$0	\$700,200	\$2,059,920
	Total no. of units	6	17	0	16	11	3	0	6	15
New Building	No. of bldgs	9	4	7	3	5	2	3	13	15
	Approx. value	\$5,487,937	\$527,927	\$7,204,362	\$4,838,325	\$4,555,355	\$5,190,000	\$719,000	\$4,585,575	\$19,532,683
Additions	No. of permits	0	6	3	2	4	4	4	6	3
	Approx. value	\$0	\$3,217,006	\$415,000	\$167,000	\$1,937,000	\$1,695,480	\$1,610,000	\$7,442,250	\$4,300,000
Alterations	No. of permits	22	27	21	9	8	9	2	6	10
	Approx. value	\$611,600	\$4,530,300	\$1,400,273	\$771,000	\$1,297,000	\$2,947,767	\$161,000	\$493,500	\$1,235,800
Remodeling	No. of permits	12	14	5	27	18	24	19	17	21
	Approx. value	\$309,100	\$663,174	\$94,700	\$1,968,700	\$1,578,800	\$1,374,000	\$1,123,900	\$1,670,908	\$1,313,005
Miscellaneous	No. of permits	14	8	16	10	10	23	10	22	33
	Approx. value	\$301,550	\$102,103	\$306,432	\$775,220	\$3,775,465	\$1,264,394	\$216,415	\$94,100	\$1,225,063

\* Annual totals for years 2007 through 2015.



\* Annual totals for years 2007 through 2015.



\* Annual totals for years 2007 through 2015.

## 2015 Major Commercial Projects

Prior to the issuance of a commercial building permit, site plan review is required for new commercial development.

- In 2015, larger site plan reviews completed include:
  - 1) Associated Bank – 201 Marcou Road - 2,220 s.f. relocation of branch office (\$1,300,000 value).
  - 2) Three Amigos, LLC - Green Bay Street - Construction of 29-unit residential apartment and 8 townhomes (\$1,950,000 value)
  - 3) Altra Federal Credit Union – 1807 East Main Street – 600 s.f. addition & interior remodel (\$800,000 value)
  - 4) Dahl Automotive – 561 Theater Road – 4,126 s.f. addition & remodel (\$1,800,000)
  - 5) Firefighters Credit Union – 2707 Midwest Drive – 6,000 s.f. new building (\$1,150,000 value)
  - 6) Allergy Associates – 2731 National Drive - 10,153 s.f. building addition (\$1,700,000 value)
  - 7) Armory – 910 Oak Forest Drive - construction of cold storage building
  - 8) Dairy Queen – 810 2<sup>nd</sup> Avenue South - 1,943 s.f. building renovation (\$243,000 value)
  - 9) Kujak Dental – 2747 National Drive – 5,666 s.f. new building (\$714,000 value)

- 10) YMCA – 400 Mason Street - 46,902 square feet addition & alterations – (\$4,500,000)
  - 11) Arby's – 3210 N. Kinney Coulee Road – 3,015 s.f. new restaurant (\$1,114,290 value)
  - 12) City of Onalaska Well #9 – 860 11<sup>th</sup> Avenue South – construction of new 3,417 well house (\$2,763,593 value)
  - 13) Terry Weiland – 2150 Abbey Road - construction of two 16-unit residential apartments (\$1,150,000 value)
  - 14) Audio Video Pro's – 1291 County Road PH – remodel existing building and parking lot addition
  - 15) Traditional Trades – 1631 Sand Lake Road - construction of 3-story 74-unit residential apartment (\$3,100,000 value)
  - 16) Co-op Credit Union – 100 French Road - new 4,300 s.f. financial institution (\$1,131,000 value)
  - 17) Festival Foods Support Center – 3800 Emerald Drive East - construction of 33,500 s.f. office building (\$6,548,000 value)
  - 18) Luke's Auto – 146 Mason Street – Building addition and parking lot expansion (\$110,000 value)
- Other Building Permits which have been issued for larger commercial projects, which have had site plan review prior to 2015 include:
    - 1) Tradition Trades Triplex – 2083-2087 Krause Road (\$350,100 value)
    - 2) Nathan Hills Estate, LLC Six-Plex –
      - a. 442-452 Coronado Circle (\$820,000 value) and
      - b. 422-432 Coronado Circle (\$889,800 value)
    - 3) Onalaska School District – Northern Hills & Irving Pertzsch remodel
  - Other larger commercial projects in 2015 which pulled a Building Permit did not require Site Plan Review include:
    - 1) Mathy Construction – 6,576 s.f. interior renovation (\$350,000 value).
    - 2) Valley Plaza Shopping Center – 9360 HWY 16 – 2,180 s.f. refinish canopy & add pergola (\$379,000 value)
    - 3) Altra Federal Credit Union – 1700 Oak Forest Drive – 1,419 s.f. interior remodel (\$160,000 value)
    - 4) Rocky Rococo – 1239 Crossing Meadow Drive – interior remodel (\$110,000 value)
    - 5) Dahl Automotive – 561 Theater Rd – 4,126 s.f. addition & remodel (\$1,800,000 value)
    - 6) Buffalo Wild Wings – 3132 Market Place Suite 100 - 6,007 s.f. remodel (\$525,000 value)

*Note: Values are as reported on the Building Permit application.*

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