

CITY OF ONALASKA MEETING NOTICE

Please note date change

COMMITTEE/BOARD: Plan Commission Sub-Committee
DATE OF MEETING: December 8, 2015 (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 the City of Onalaska 2015 Comprehensive Plan.
5. Review and consideration of a Conditional Use Permit request to allow proposed expansions to the Luther High School facility and property at 1501 Wilson Street, Onalaska, WI 54650 in a Public & Semi-Public (P-1) Zoning District, submitted by Keith Heinze on behalf of Luther High School Association, 1501 Wilson Street, Onalaska, WI 54650 (Tax Parcel #18-1015-0).
6. Review and consideration of the City of Onalaska 2015 Comprehensive Plan.
7. Review and Consideration of a request by Ralph Kloiber of HOM Furniture to host two (2) thirty (30) day tent sale events in 2016 at 9519 State Road 16, Onalaska, WI 54650, (Tax Parcel #18-3625-4).
8. Review and Consideration of a substantial alteration determination for the Nathan Hill Estates Subdivision Planned Unit Development (PUD) for 402-412, 422-432, and 442-452 Coronado Circle (Lots 1, 2 & 3 of Certified Survey Map 1661047), submitted by Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650 (Tax Parcels # 18-5955-6 & 18-5955-7, & 18-5955-8).
9. Discussion and consideration of an amendment to the Unified Development Code (UDC) regarding the Mobile Home District (Title 13, Chapter 2, Section 8).
10. Consideration and Approval of 2016 Plan Sub-Committee and Plan Commission Meeting Schedule.
11. Adjournment

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
JD Manske Family Land Holdings LLC
Brian Miller
Ralph Kloiber
Keith Heinze
Plan Comm. Members
Onalaska Public Library
* * Alternate Member – for City Engineer

Date Notices Mailed and Posted: 12-3-15

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

**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, DECEMBER 15, 2015
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 the adoption of a 10-year update to the Comprehensive Plan. The Comprehensive Plan is pursuant to Wis. Stats. §66.1001. Among the purposes of the proposed 10-year update to the Comprehensive Plan is guiding and accomplishing a coordinated, adjusted, and harmonious development of the community in order to promote public health, safety, and general welfare of the entire community.

The City of Onalaska Plan Commission invites public comments on the proposed Comprehensive Plan before taking final action. Any person may comment on the Comprehensive Plan during the hearing or may submit written comments before or at the hearing. Copies of the proposed Comprehensive Plan are available for review at the Onalaska Public Library, 741 Oak Avenue South, Onalaska, WI 54650 and Onalaska City Hall, Planning Department, 415 Main Street, Onalaska, WI 54650. For additional information and comments regarding the proposed Comprehensive Plan, please contact Brea Grace, Land Use & Development Director, City of Onalaska, 415 Main Street, Onalaska, WI 54650, Phone: 608-781-9590, Email: bgrace@cityofonalaska.com

Dated this 13th day of November, 2015.

Cari Burmaster
City Clerk



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – December 8, 2015

<u>Agenda Item:</u>	Review & Consideration of a Conditional Use Permit request.
<u>Applicant:</u>	Keith Heinze on behalf of Luther High School, 1501 Wilson Street, Onalaska, WI 54650
<u>Parcel Numbers:</u>	18-1015-0
<u>Site Location:</u>	Luther High School, 1501 Wilson Street, Onalaska, WI 54650
<u>Existing Zoning:</u>	Public & Semi-Public (P1) District
<u>Neighborhood Characteristics:</u>	Properties within 250 feet of the properties in question includes a variety of residential dwellings including, single family homes, twindos/duplexes, and apartment buildings, in addition to two commercial uses (retail and financial services).
<u>Conformance with Land Use Plan:</u>	The Comprehensive Plan identifies this area as <i>Institutional</i> . This district is intended to accommodate civic, institutional, and related uses including schools and churches, etc. It is important for public and institutional developments within this district to set a high stand for architecture and site design for the community.
<u>Background:</u>	<p>The applicant intends to construct the following improvements to Luther High School Facility & Property:</p> <ul style="list-style-type: none"> • 13,000 SF chapel auditorium (appx); • 26,000 SF two-story classroom addition (appx); • Removal of west-wing classrooms and new entrance; • Remodeling existing locker rooms; • Relocation of existing football practice field, shot-put, and discus areas; • Addition of four tennis courts; • Pavement of northeast parking lot and reconfiguration of parking lot east of east of building; • Additional parking along Wilson Street; and an • Addition of a three-car detached garage.
<u>Action Requested:</u>	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 conditional use permit application.

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

December 8, 2015

Agenda Item 5:

Review and Consideration of a Conditional Use Permit application filed by Keith Heinze for Luther High School, 1501 Wilson Street, Onalaska, WI 54650, who is requesting a Conditional Use Permit to allow proposed expansions to the Luther High School facility and property at 1501 Wilson Street (Tax Parcel #18-1023-1).

1. Conditional Use Permit Application Fee of \$150.00 (PAID).
2. Exterior storage is prohibited.
3. Conditional Use Permit approval does not guarantee approval of the site plan as laid out in the attached conceptual plans.
4. Site plan approval required including specifics on landscaping, parking, lighting, etc. All future improvements to this parcel will be subject to additional City permits (i.e., building permits, zoning approvals) and additional City fees (i.e., parks fee, green fee). Owner/developer must have all conditions satisfied and improvements installed per approved plans prior to issuance of occupancy permit.
5. Building to comply with minimum forty (40) foot setback.
6. 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.
7. 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.
8. Any omissions of any conditions not listed in minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.



LUTHER HIGH SCHOOL

Keeping Christ in High School Education

To: Katie Aspenson, Planner/Zoning Inspector, City of Onalaska

Re: Conditional Use Permit Application

Date: 11/11/15

From: K. Heinze, Facilities and Operation Director, Luther High School

The Conditional Use Permit Application is for the following proposed expansions to the Luther High School facility and property:

1. An approximately 13,000 square foot chapel auditorium
2. An approximately 26,000 square foot two story classroom addition
3. Relocation of our existing football practice field
4. Relocation of our existing shot put and discus areas
5. Addition of four tennis courts
6. Paving our northeast parking lot and adding access to Green Bay Street
7. Reconfiguring our parking lot east of the building
8. Adding parking on the Wilson Street side of the building
9. Adding a detached three car garage somewhere on the east side of the building
10. Remodeling our old locker rooms (off the old gym)
11. Tearing down the west wing classrooms and adding a new entrance

"We Preach Christ Crucified" 1 Corinthians 1:23a



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

CONDITIONAL USE PERMIT APPLICATION

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

➔ **Overview/ Cover Letter Describing the following:**

- ▶ Detailed Description of Proposed Conditional Use
- ▶ Description of how Proposed Conditional Use Meets Unified Development Ordinance Standards (use form on next page or attach an explanation each of the following):
 - ▶ 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 polices)
 - ▶ Importance of Services to the Community (provided by the proposed use)
 - ▶ Neighborhood Protections (avoidance of negative impacts)
 - ▶ Other Factors (pertinent to the proposed use)

➔ **Site Sketch and Photographs (if applicable)**

➔ **\$150 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 Conditional Use is a land use or development that would not generally be appropriate within a district but might be allowed in certain locations within the district if specific requirements are met. The compatibility must be judged on the basis of the particular circumstances and may require additional conditions set by the Plan Commission & Common Council before development or occupancy is permitted. The intent is to allow a reasonable degree of discretion in determining the suitability of a particular development at a specific location.

Application for:

- Fence
- Two Structures on one parcel
- Parking Lot
- Home Occupation
- Automotive Repair / Sales
- Use
- Bed & Breakfast
- Warehousing / Storage
- Other Building Expansion

Brief Description of Proposed Conditional Use:

Attached.

Proposed conditional use must meet the requirements of the Unified Development Ordinance. 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 Councilors are unable to discuss this matter outside of a scheduled public meeting. Thank you.

CITY OF ONALASKA
 REC#: F00024977 11/11/2015 3:46 PM
 TRAN: 450 PLANNING & ZONING
 DEPT: 01 ITEM: 1
 TRF#: CASH 01
 LITTLE HIGH SCHOOL 150.00
 PAID TO OTHER HIGH SCHOOL
 OK TO PREPARE 47719
 APPLICANT FEE 150.00
 FENCE 150.00
 CHARGES 0.00



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

CONDITIONAL USE PERMIT APPLICATION

Property Address: 1501 Wilson St.

Parcel Number: 18- 1075-0

Zoning District:

Applicant:

Contact:

Mailing Address:

City, State, Zip:

Phone Number:

Email: Primary Contact

Business: Luther High School

Owner/Contact: KEITH HEINZE

Mailing Address: 1501 Wilson St.

City, State, Zip: ONALASKA, WI 54650

Phone Number: 608-783-3435 X109

Email: heinze@luther.k12.wi.us Primary Contact

Property Owner:

Contact:

Mailing Address:

City, State, Zip:

Phone Number:

Email: 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: [Signature] Date: 11/14/15

Signature of Property Owner: Facilities and Operations Director Date:

Compatibility with Surrounding Neighborhood:

Consistency with the Comprehensive Plan:

Importance of Services to the Community:

Neighborhood Protections (avoidance of negative externalities):

Other Factors (pertinent to the proposed use):

OFFICE USE ONLY:	Date Submitted:	Permit Number:
Permit Fee:	<input type="checkbox"/> Cash <input type="checkbox"/> Check #	Application Received by:

CITY OF ONALASKA
 REC#: R00024977 11/11/2015
 TRAM: 450 PLANNING & ZONING
 3:46 PM
 TRAY: 01 TRAM: 1
 LUTHER HIGH SCHOOL 150.000
 PAID BY LUTHER HIGH SCHOOL
 CK 150.00 REF# 47219
 APPLIED
 TENDERED
 CHANGE
 TRAY: CASH 01

**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, DECEMBER 15, 2015
APPROX. 7:10 P.M.
(or immediately following public hearing at 7:00pm)**

in Onalaska City Hall, 415 Main Street, Onalaska, WI 54650, at which time they shall consider an application filed by Keith Heinze / Luther High, 1501 Wilson Street, Onalaska, WI who is requesting a Conditional Use Permit for proposed expansions to the Luther High School facility and property located at 1501 Wilson Street, Onalaska, WI 54650.

Property is more particularly described as:

Computer Number: 18-1015-0

Section 09, Township 16, Range 07

ASSESSORS PLAT OF ONALASKA OUTLOT 121 EX PRT TAKEN FOR WILSON ST AS IN V266 P168 & EX PRT TAKEN FOR OAK FOREST DR & STH-157 AS ON 1-90 PLAN & AS IN V377 P441, V174 P500 & P180 SUBJ TO ESMT IN DOC NO. 1395169 & ASSESSORS PLAT OF ONALASKA OUTLOT 122 COM NW COR S1D6ME 255FT TO POB S88D1ME 803FT S16D51ME 430.31FT N88D1MW 909.96FT N1D6MW 408.05FT TO POB EX V741 P449 & ASSESSORS PLAT OF ONALASKA OUTLOT 126 EX KINGSWOOD II ADDN & EX 2ND ADDN HIGHLAND PARK ADDN & EX V754 P139, V737 P470, V716 P454, V444 P724, V372 P388 & EX PRT FOR STREETS

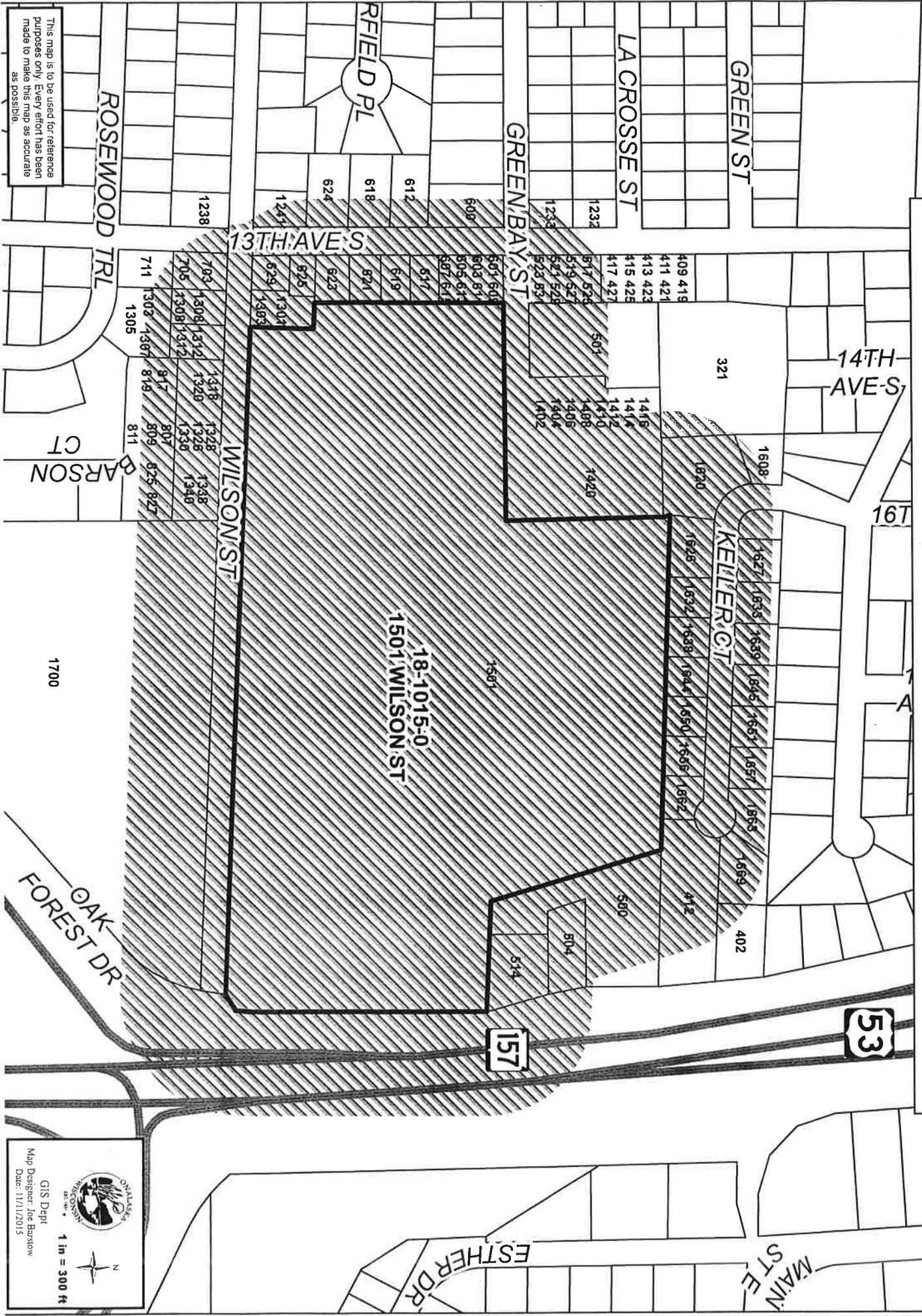
YOU ARE FURTHER NOTIFIED that the City of Onalaska Plan Commission will hear all persons interested, their agent or attorney, concerning this matter.

More detailed information on this item will be posted to the City of Onalaska website www.cityofonalaska.com 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 20th day of November, 2015.

Cari Burmaster
City Clerk

Properties within 250ft of Parcel: 18-1015-0



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

GIS Dept
Map Designer: Joe Bastow
Date: 11/11/2015

1 in = 300 ft



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – December 8, 2015

Agenda Item:

6

Agenda Item: Review and consideration of the 2015 Onalaska Comprehensive Plan Update.

Background: The Long Range Planning Committee (LRPC) formally recommended Plan Commission consideration of the 2015 Onalaska Comprehensive Plan at their November 12, 2015 meeting.

The plan is available on the City's Webpage www.cityofonalaska.com for review and comment by the public. Go to "Planning Department" and select "2015 Comprehensive Plan Update".

Attached is a resolution for consideration by the Plan Commission that would recommend approval of the 2015 Onalaska Comprehensive Plan to the Common Council.

CITY OF ONALASKA

Resolution No. 47-2015

A RESOLUTION OF THE PLAN COMMISSION FOR THE CITY OF ONALASKA RECOMMENDING THAT THE COMMON COUNCIL ADOPT THE COMPREHENSIVE PLAN PREPARED BY THE PLAN COMMISSION AND LONG RANGE PLANNING COMMITTEE, AND ADOPT THE COMPREHENSIVE PLAN AS

“CITY OF ONALASKA 2015 COMPREHENSIVE PLAN”

WHEREAS, sections 62.23(2) and (3) of the Wisconsin Statutes authorize the City to prepare a Comprehensive Plan and prepare amendments to Comprehensive Plans as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, section 66.1001(3) of the Wisconsin Statutes requires that a municipality must have a Comprehensive Plan that meets the state’s definition if it wants to utilize official mapping, local subdivision regulations, local zoning regulations or the zoning of shorelands or wetlands; and

WHEREAS, the Common Council directed the Plan Commission and Long Range Planning Committee to update the Comprehensive Plan known as “City of Onalaska Comprehensive Plan”; and

WHEREAS, the Long Range Planning Committee and Plan Commission undertook relevant studies, including data collection and analysis; and

WHEREAS, the Common Council adopted a public participation plan to encourage public participation in the formation and review of the Comprehensive Plan; and

WHEREAS, the Long Range Planning Committee and Plan Commission held public meetings to involve citizens in the preparation and review of the Comprehensive Plan; and

WHEREAS, proper public notice was provided for each of those meetings; and

WHEREAS, the Long Range Planning Committee and Plan Commission has completed an update to the Comprehensive Plan consisting of text and maps that is entitled “City of Onalaska Comprehensive Plan”; and

WHEREAS, the Plan Commission conducted a public meeting on December 8, 2015, to consider the above-mentioned plan; and

WHEREAS, the Long Range Planning Committee and Plan Commission considered the public input that was offered at that and all other meetings; and

WHEREAS, the Long Range Planning Committee and Plan Commission has determined that the above-mentioned Comprehensive Plan is in the public interest and that it is needed for guiding and accomplishing the coordinated, adjusted and harmonious development of the City which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development; and

WHEREAS, the Long Range Planning Committee and Plan Commission has determined that it has met those requirements of the public participation plan for which it is responsible.

NOW THEREFORE, the Long Range Planning Committee and Plan Commission, by resolution and majority vote of the entire Commission and Committee, respectfully recommends the following:

1. That the Common Council adopt the updated “City of Onalaska Comprehensive Plan”; and, hereafter refer to the complete and updated Comprehensive Plan as the “City of Onalaska Comprehensive Plan;” and,
2. That the City Clerk, pursuant to section 66.1001(4)(b) of the Wisconsin Statutes, send a copy of the Comprehensive Plan to the Onalaska Library, Wisconsin Department of Administration, La Crosse County, Mississippi River Regional Planning Commission, and the City of La Crosse, Village of Holmen, and the Towns of Campbell, Hamilton, Holland, Medary and Onalaska.

ADOPTED this ___ DAY OF _____, 2015, by a vote of __ for, ___ against, and ___ abstaining.

CITY OF ONALASKA PLAN COMMISSION

(Signed Copy Available in the Clerk’s Office)

By: Mayor Joe Chilsen, Plan Commission Chair

Attest:

Cari Burmaster, City Clerk

PASSED:

APPROVED:

PUBLISHED:



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – December 8, 2015

Agenda Item:

7

Agenda Item: Consideration and review of a request by Ralph Kloiber of HOM Furniture to host two (2) thirty (30) day tent sale events in 2015 at 9519 State Road 16, Onalaska, WI Tax Parcel #18-3625-4.

Background:

The City of Onalaska allows outdoor sales and displays as a permitted accessory use in certain zoning districts subject to the following conditions (Section 13-6-14):

- 1) Outdoor display and sales must be shown on the site plan for the property and are subject to the approval of the City.
- 2) **Outdoor display and sales are limited to thirty (30) days per calendar year unless approved by the City Plan Commission.**
- 3) Outdoor display and sales shall be limited to the goods sold at the principal use present on the site except for temporary sales events authorized by the City Plan Commission.
- 4) Outdoor display and sales areas shall not include portable toilets and more than two (2) temporary signs advertising the sale.

City staff received a request from HOM Furniture on November 18, 2015 to exceed the thirty (30) day tent sale limit at their Onalaska location in 2016. Generally, HOM Furniture holds two (2) tent sales annually during the same time period at all locations and would like to continue this practice in Onalaska. The events are generally held mid-May to June and August through Labor Day weekend in 2016.

Recommended Action:

Approve the request by HOM Furniture to allow a maximum of two (2) thirty (30) day tent sales at 9519 State Road 16, Onalaska, WI, conditioned upon obtaining a tent permit for each event from the Onalaska Inspection Department.

November 18, 2015

Katie Meyer, AICP
Planner | Zoning Inspector
City of Onalaska
415 Main Street
Onalaska, WI 54650

RE: HOM FURNITURE 2016 TENT SALE EVENTS - 9519 STATE RD 16, ONALASKA, WI

City of Onalaska /To Whom It May Concern:

HOM Furniture, Inc. requests two 30-day tent sale events for 2016. In our other locations, we generally hold two tent sales each year. The events are held during the same time period at all locations and it is important for us to have this continuity for our advertising campaigns. The first event featuring patio furniture, is normally held mid May to June, while the next event begins in August and runs through Labor Day weekend.

If you need any additional information, please contact me at 763-767-3625.

Thank you for considering our request,

HOM Furniture, Inc.



Ralph Kloiber,
Real Estate Director



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – December 8, 2015

- Agenda Item: Consideration of a substantial alteration determination for the Nathan Hill Estates Subdivision Planned Unit Development (PUD) for 402-412, 422-432, and 442-452 Coronado Circle (Lots 1, 2, & 3 of Certified Survey Map 1661047).
- Applicant: Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650
- Parcel Numbers: 18-5955-6, 18-5955-7, and 18-5955-8
- Address(es): 402-412, 422-432, and 442-452 Coronado Circle
- Site Location: 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 and determine whether the proposed changes to the Nathan Hills Estates Subdivision Planned Unit Development (PUD) constitute a substantial alteration.

The substantial alteration determination is for Lots 1, 2, and 3 of Certified Survey Map 1661047, the remaining parcels on the outer ring of “Coronado Circle”. The applicant proposes to modify the PUD to allow for a subdivision of each unit so that each unit and portion of the lot may have separate ownership in a “townhome-style” development, with 18 individual lots. All 18 lots would be part of a Homeowners Association or a condominium association.

Enclosed please find:

- Approved site plan layout (9-18-2014).
- PUD Modification Request (11-12-2015).

Action Requested: The applicant is requesting approval of the proposed changes. The Plan Commission should first determine if the change is substantial or non-substantial. If determined that the change is non-substantial, the requested modification may be approved or denied by the Plan Commission. If approved, staff recommends approval with the conditions to be provided prior to the Plan Sub-Committee meeting.

If determined that the change is substantial, a public hearing will be scheduled for a subsequent Plan Commission, where Plan Commission review and determination would also occur.

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

December 8, 2015

Agenda Item 8:

Review and Consideration of a substantial alteration determination for the Nathan Hill Estates Subdivision Planned Unit Development (PUD) for 402-412, 422-432, and 442-452 Coronado Circle (Lots 1, 2 & 3 of Certified Survey Map 1661047), submitted by Brian Miller of Nathan Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650 (Tax Parcels # 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 of Coronado Circle, the building including all common areas and green spaces, stormwater management/ easement areas, as well as any ownership or use restrictions. 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. 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 a delivery of the amendment to the Land Use and Development Director.
5. Submittal of a Preliminary/Final and Condominium Plat for review and approval by the Plan Commission and Common Council.
6. Creation and recording of a legal document(s) to define ownership of Coronado Circle as well as the legal description of Coronado Circle as a private street.
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 31st, 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 June 1st, 2016 or prior to the occupancy of any of the units (temporary or final occupancy) under construct 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. 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.
9. 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.
10. 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.

SPECIFICATIONS

- GENERAL REQUIREMENTS**
- A. Contractor shall be responsible for the respective work specifically noted or otherwise indicated on the drawings.
 - B. Contractor shall not perform any work the owner is required or not to perform unless specifically noted on the drawings.
 - C. Owner shall obtain building permit.

- EXCAVATION**
- A. Remove excavations and backfill from building and pavement areas.
 - B. Excavations shall be backfilled with compacted fill to the base of the existing ground surface. Backfill shall be compacted in layers not exceeding 12" in thickness.
 - C. Excavations shall be backfilled with compacted fill to the base of the existing ground surface. Backfill shall be compacted in layers not exceeding 12" in thickness.
 - D. Excavations shall be backfilled with compacted fill to the base of the existing ground surface. Backfill shall be compacted in layers not exceeding 12" in thickness.
 - E. Excavations shall be backfilled with compacted fill to the base of the existing ground surface. Backfill shall be compacted in layers not exceeding 12" in thickness.
 - F. Excavations shall be backfilled with compacted fill to the base of the existing ground surface. Backfill shall be compacted in layers not exceeding 12" in thickness.

- CONCRETE WORK**
- A. All concrete shall be ready-mix concrete in accordance with ASTM C94 and CSA 23.1.
 - B. All concrete shall be 3,000 psi (20.7 MPa) minimum, 28 day strength. Provide at least 10% air.
 - C. Reinforcing steel shall conform to ASTM A615, grade 60.
 - D. Formwork shall be steel or aluminum, and shall be braced and supported to dimensions of drawings.
 - E. Forms and screeds shall be set true and straight conforming to dimensions of drawings.
 - F. Finish all exterior walls with a steel trowel finish and all exterior concrete with a light coat color grade with acrylic spray-on waterproofing.

- WEEKS BIDDING**
- A. Manufactured above used as siding shall have pattern and color selected by Owner.
 - B. Siding shall be installed in accordance with manufacturer's instructions.
 - C. Siding shall be installed in accordance with manufacturer's instructions.
 - D. Siding shall be installed in accordance with manufacturer's instructions.

- ROUGH CARPENTRY**
- A. Framing lumber shall be:
 - 1. All studs and joists, S-P-F, #2-GR (dual grade).
 - 2. All joists, S-P-F, #2-GR (dual grade).
 - 3. All plates in contact with concrete shall be pressure treated, decay resistant.
 - 4. All plates in contact with concrete shall be pressure treated, decay resistant.
 - B. All framing shall be installed in accordance with manufacturer's instructions.
 - C. Floor joists shall be manufactured joists or floor trusses as shown on drawings. I/P 70.
 - D. Roof Sheathing: 3/4" CDX plywood rated for 24" framing, 5/8" o.s.b. acceptable. Install roof sheathing using 3" nails between support.

- FINISH CARPENTRY**
- A. Millwork and trim shall be pre-finished to match cabinets.
 - B. Millwork shall be installed in accordance with manufacturer's instructions.
 - C. Millwork shall be installed in accordance with manufacturer's instructions.
 - D. Millwork shall be installed in accordance with manufacturer's instructions.

- MEMLINE INSULATION**
- A. Insulation shall be installed in accordance with manufacturer's instructions.
 - B. Insulation shall be installed in accordance with manufacturer's instructions.
 - C. Insulation shall be installed in accordance with manufacturer's instructions.
 - D. Insulation shall be installed in accordance with manufacturer's instructions.

- WINDOW & PATIO DOORS**
- A. All window shall be vinyl framed double hung units complete with dual pane low E argon gas fill and 20% vent aluminum. Frames, sips edge and gaskets shall be furnished, formed aluminum.
 - B. Siding patio doors shall be similar product from same manufacturer.
 - C. Siding patio doors shall be similar product from same manufacturer.

- CLADDING AND SIDING**
- A. Type 1. Siding shall be 0.04" solid vinyl siding in double 4" pattern. Use matching trim.
 - B. Type 2. Siding shall be 0.04" solid vinyl siding in color and pattern selected by Owner.
 - C. Trim shall be installed with poly film boards.
 - D. Siding shall be installed in accordance with manufacturer's instructions.

- DOORS**
- A. Exterior entrance doors shall be steel insulated doors with storm installation. Design aluminum combination doors shall be compatible with entrance door.
 - B. Insulation shall be installed in accordance with manufacturer's instructions.
 - C. Insulation shall be installed in accordance with manufacturer's instructions.
 - D. Insulation shall be installed in accordance with manufacturer's instructions.

- FINISHING**
- A. All floor coverings shall be as indicated by Owner.
 - B. All floor coverings shall be as indicated by Owner.
 - C. All floor coverings shall be as indicated by Owner.
 - D. All floor coverings shall be as indicated by Owner.

- FLOOR COVERINGS**
- A. Finish concrete
 - 1. Paint on metal (over factory primer)
 - 2. 2 coats latex semi-gloss (in exterior)
 - 3. 2 coats latex semi-gloss (in interior)
 - B. Finish concrete
 - 1. 2 coats latex semi-gloss (in exterior)
 - 2. 2 coats latex semi-gloss (in interior)
 - C. Finish concrete
 - 1. 2 coats latex semi-gloss (in exterior)
 - 2. 2 coats latex semi-gloss (in interior)

- PAINTS**
- A. Paint on metal (over factory primer)
 - B. 2 coats latex semi-gloss (in exterior)
 - C. 2 coats latex semi-gloss (in interior)
 - D. 2 coats latex semi-gloss (in exterior)
 - E. 2 coats latex semi-gloss (in interior)

- PAINTS**
- A. Paint on metal (over factory primer)
 - B. 2 coats latex semi-gloss (in exterior)
 - C. 2 coats latex semi-gloss (in interior)
 - D. 2 coats latex semi-gloss (in exterior)
 - E. 2 coats latex semi-gloss (in interior)

- GENERAL NOTES**
- A. Regular system wall board with tapered edges. Provide for all exterior walls.
 - B. All exterior walls shall be finished with tapered edges.
 - C. All exterior walls shall be finished with tapered edges.
 - D. All exterior walls shall be finished with tapered edges.

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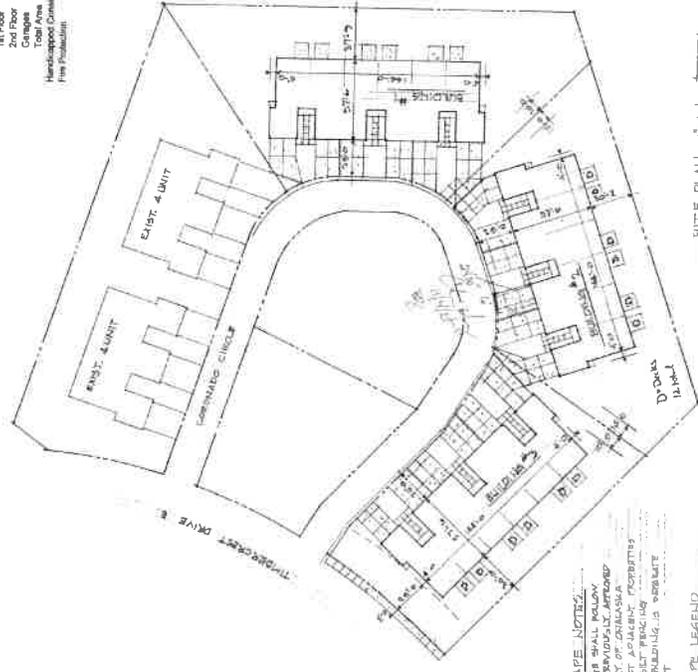
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**NATHAN PINES TOWNHOMES
CORONADO CIRCLE
ONALASKA WI**

- INDEX OF DRAWING**
- A1 SITE PLAN - SPECIFICATIONS
 - A2 FLOOR PLANS
 - A3 UNIT PLANS
 - A4 SECTIONS - ELEVATIONS
 - A5 FRAMING PLANS

- PROJECT DATA**
- Occupancy: R2
 - Area: 18,046 sq. ft.
 - No. of Units: 6 per building
 - 1st Floor: 5,194 s.f.
 - 2nd Floor: 2,494 s.f.
 - Garage: 2,494 s.f.
 - Total Area: 18,046 s.f.
 - Hand-drawn/Computer-aided: NH
 - Date: 11/14/14

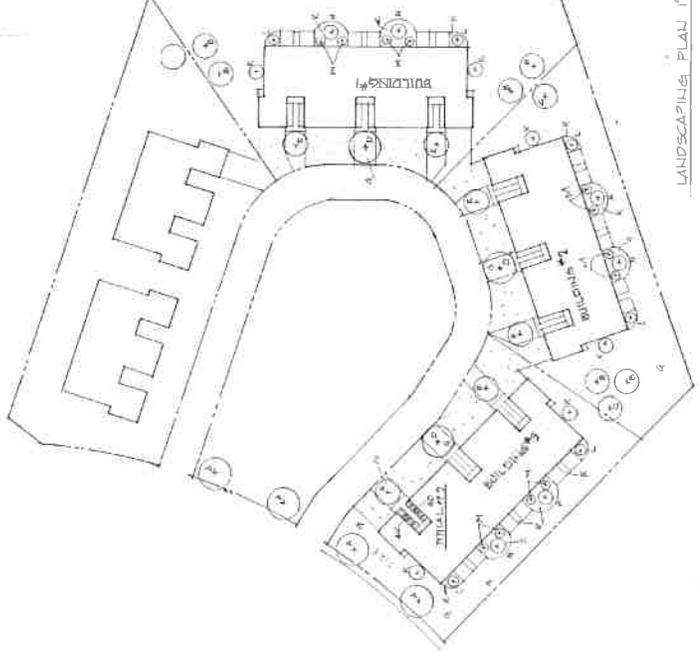


SITE PLAN 1-4-14

- LANDSCAPE NOTES**
- 1. DRAINAGE SHALL INCLUDE PAUL BOWEN/DAVID ANDERSON
 - 2. PROTECT EXISTING TREES
 - 3. WITH SILT FENCING
 - 4. EACH INDIVIDUAL IS RESPONSIBLE FOR PROTECT

- LANDSCAPE LEGEND**
- A. MULCH
 - B. PLANTING
 - C. PLANTING
 - D. PLANTING
 - E. PLANTING
 - F. PLANTING
 - G. PLANTING
 - H. PLANTING
 - I. PLANTING
 - J. PLANTING
 - K. PLANTING
 - L. PLANTING
 - M. PLANTING
 - N. PLANTING
 - O. PLANTING
 - P. PLANTING
 - Q. PLANTING
 - R. PLANTING
 - S. PLANTING
 - T. PLANTING
 - U. PLANTING
 - V. PLANTING
 - W. PLANTING
 - X. PLANTING
 - Y. PLANTING
 - Z. PLANTING

Approved Landscaping Plan - 11/14/14



LANDSCAPING PLAN 1-4-14

LYONS Architects
1000 University Avenue, Suite 100
Onalaska, WI 53151
Phone: 608.785.1111
Fax: 608.785.1112
www.lyonsarchitects.com

**CORONADO CIRCLE
NATHAN PINES TOWNHOMES
ONALASKA WI**

Project No. 14-14-14
Drawing No. 1-4-14
Scale: As Shown
Date: 11/14/14

RECEIVED
NOV 23 2014

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 ¼ OF THE SW ¼, AND THE SW ¼ OF THE SW ¼ 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 (75,280sq.ft.). BEING LOTS 3 AND 4 OF 15 C.S.M. 96. PART OF LOT 15, NATHAN HILL ESTATES. LOCATED IN THE NW ¼ OF THE SW ¼, AND THE SW ¼ OF THE SW ¼ OF SECTION 1, T16N, R7W, CITY OF ONALASKA, LA CROSSE COUNTY, WISCONSIN. BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST ¼ 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 15 C.S.M. 96 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°46'29" E, AND A CHORD LENGTH OF 77.44'; THENCE S 56°48'39" E A DISTANCE OF 25.27'; THENCE S 45°05'42" E A DISTANCE OF 94.08'; THENCE S 56°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 58.86', 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 159.26' 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 1ST 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

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

7/17/15 *[Signature]*
 DATE MAYOR



LINE TABLE

LINE	BEARING	DISTANCE
L1	N 44°54'18" E	30.24'
L2	S 56°48'39" 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	134.06'
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°46'29" E	10°15'39"
C2	66.32'	58.86'	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.

Change the PUD into a Town Home style development where each home would have ownership of a specific lot. We would still have a Home Owners association like a Condo association mandating Maintenance of billings, road, + greenpace. There would be 18 independent lots ~~that~~ designed by an engineer + surveyor

Property Address: *204-252 Coronado Circle*

Parcel Number: *18-5955-6 / 18-5955-7 / 5955-8*

Zoning District: *R-1 PUD*

Applicant: *Same Nathan Hills Estates LLC*

Mailing Address:

City, State, Zip:

Phone Number:

Email: Primary Contact

Business: *Nathan Hills Estates LLC*

Owner/Contact: *Brian Miller Member*

Mailing Address: *2018 Tehov Rd*

City, State, Zip: *Onalaska WI 54650*

Phone Number: *608-385-9001*

Email: Primary Contact

Property Owner: *Nathan Hills Estates LLC*

Contact:

Mailing Address:

City, State, Zip:

Phone Number:

Email: Primary Contact

The undersigned hereby makes an application for 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: *[Signature]* Date: *11/11/15*

Signature of Property Owner: *[Signature]* Date:

OFFICE USE ONLY:	Date Submitted:	Permit Number:
Permit Fee:	<input type="checkbox"/> Cash <input type="checkbox"/> Check #	Application Received by:



CITY OF ONALASKA

STAFF REPORT

Plan Commission Sub-Committee – December 8, 2015

Agenda Item: Discussion and consideration of 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.

Requested Action: Review and discussion of proposed ordinance amendment. If directed by Plan Commission, staff will schedule a public hearing for the January 2016 Plan Commission meeting.

ORDINANCE NO. -2015

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 ~~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 m~~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 ~~o~~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, ILHR 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 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. ~~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 (15) 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 Clerk Land 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 Clerk~~ Land 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 Permit~~ 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 Clerk~~ Land Use and Development Director 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.~~
 - ~~5.4.~~ 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) ~~Chapter HSS 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 No 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 (150) 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 u~~ 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.~~
- (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 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.

~~(21)~~(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 30th 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 (f) 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 13-2-8(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 13-2-8(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(t)(18) 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 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.
- l. 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.

- (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 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 ~~o~~ 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) ~~identification~~ sign, not exceeding twenty-~~four~~ four (24)~~0~~ 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.
- (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) — 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

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 _____, 2015.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

**CITY OF ONALASKA
2016 APPLICATION DEADLINES
AND CITY MEETING SCHEDULE**

Subdivision Review/Rezoning/Conditional Use Permits/Annexations

Application Submittal Deadline (approximately 19 working days prior to Plan Sub meeting date)	Planning Subcommittee Meeting (4:30 P.M.)	Plan Commission Meeting (7:00 P.M.)	Common Council Meeting (7:00 P.M.)*
November 11, 2015	December 8, 2015	December 15, 2015	January 12, 2016
December 23, 2015	January 19	January 26	February 9
January 20, 2016	February 16	February 23	March 8
February 17	March 15	March 22	April 12
March 23	April 19	April 26	May 10
April 20	May 17	May 24	June 14
May 24	June 21	June 28	July 12
June 22	July 19	July 26	August 9
July 20	August 16	August 23	September 13
August 24	September 20	September 27	October 11
September 21	October 18	October 25	November 8
October 12	November 8	November 15	December 13
November 16	December 13	December 20	January 10, 2017
December 21	January 17, 2017	January 24, 2017	February 14, 2017

All applications should be accompanied by a scaled site plan along with any additional information as requested on the application. Site plans must be submitted to City staff for review five (5) working days in advance of the initial Planning Sub-Committee Meeting.

** Meeting dates may be subject to change if close to holidays.*

IMPORTANT NOTES:

Building and occupancy permits are subject to the completion of conditions of approval for the above permits. Make sure you review the approved conditions carefully so that your permit process is efficient.

In addition to the above listed review requirements, Site Plan Permits are required for all new construction with the exception of single family and duplex residences. This is a thirty (30) day staff-level review process. If you are unsure which permit(s) you need, please contact the Planning and Zoning Department at (608) 781-9590.

Rezoning and Annexation requests require referral to the City's Judiciary Committee and publishing. This process requires additional review time beyond the final approval by the Council.

I understand the above requirements and application deadlines must be met for proper review of all applications.

Signed _____

Date _____