

**CITY PLAN COMMISSION**  
**CITY OF WISCONSIN DELLS**  
**MUNICIPAL BUILDING-300 LACROSSE STREET**  
**MAY 26, 2016**

Mayor Landers called the meeting to order at 5:27 PM. Notice of the meeting was provided to the Dells Events, WNNO/WDLS Radio, and posted in accordance with State Statutes.

1. Present: Mayor Brian Landers, Ald. Mike Freel, Dan Anchor, Chris Lechnir, Jeff Delmore and Tifani Jones  
Excused: Fire Chief Scott Walsh  
Others: City Planner/Zoning Administrator Chris Tollaksen, Asst. City Attorney Joseph Hasler, DPW Office Clerk Monica Dorow-Leis, City Clerk Nancy R. Holzem, City Treasurer Karen Terry, Ald. Wojnicz, Ald. Fox, Ald. De Fosse, Ald. Holzem, Ald. Mor, Public Works Director David W. Holzem, Police Chief Jody Ward, Derrick Sonnenberg, Dan Collar, Justin Draper, David Lofthouse, Joe Gussel, B E Gussel, Kelli Trumble, Becca Fredericksen, Keith Koehler and Ed Legge from the *Dells Events*
2. Motion by Ald. Freel, seconded by Anchor approve the minutes of the April 13, 2016 meeting.  
Motion carried.
3. Mayor Landers declared the public hearing open for anyone to speak for or against the Conditional Use Permit request from Keith Koehler to allow Commercial Activity without a Permanent Structure, Outdoor Commercial Food and Beverage Service, Outdoor Vendor and a Walk-up Service Window at 720 Oak Street, Columbia County, City of Wisconsin Dells Parcel 73. The property is zoned C-2 Commercial-downtown. David Lofthouse, joining property owner, said he did not have any issues with food wagons as long as they keep the area neat, clean and orderly. He said he was concerned about the drainage and dirt that runs into the alley and suggested the city fix the alley in the near future. Another concern Lofthouse had was with potential additional noise with the expansion of the entertainment. Koehler said their plan would be to use their second stage in their proposed next development for weekend music festivals, but it would be during the day and said their night bands would just stay where they are. With no one else speaking on the matter, Mayor Landers declared the public hearing closed.
4. Chris Tollaksen said Keith Koehler went through the Design Review Committee (DRC) process for outdoor seating. Chris said DRC was ok with this application, but DRC stressed their concerns about this not setting too much of a precedence to start having food trucks all over the place. Chris said this application is primarily for the food service coming from a non-permanent structure and is on private property and fenced in. Koehler first commented saying he is one that is against food trucks in Downtown Dells, but this sort of fell into his lap. Keith Koehler showed a video of his future plans with the property. Chris said the application at this meeting is for the food trailer and is sort of a temporary use to see how it works in preparation for the future plan shown in the video, where he would need to submit a Site Plan application for approval in going forward with the proposed future plans. If these are going to be considered as permanent type structures in future installation, they may or may not have to come to this commission for the same reason at this meeting. This fall, he plans to have a 1-story structure with retail, art and food with the intent for larger development to begin next year. Chris Tollaksen said the restaurant owners at this meeting probably have more experience with WI Dept. of Health, but a Mobile Restaurant License requires these trailers to go back to some sort of indoor place. Keith said they would have access to their water and hoses to wash everything. Chris said the city would need to know the following:
  - 1) How the water and sewer is handled from a utility perspective.
  - 2) Chris asked if the applicant had discussed this with the State Dept. of Health and he said he *has a license with his food truck for fairs and such, but NOT a license for the trailer to sit in one place for more than 30 days.* Chris said the applicant needs to double check on a license for more than 30 days, which may change things. The trailer may need to move in and out.Keith Koehler said if the Dept. of Health says it needs to be taken out for cleaning, they will, otherwise the trailer will remain there. Kelli Trumble asked about Chuckies Trailer that was pictured in the packet. Keith said he and his wife own the Chuckies franchise in this area and lease the truck

from an uncle. Keith said The Keg liquor license covers serving the property where the trailers would be located. Chris said Chuckies would be an extension of Keith's business. Chris said it would be expected they would provide the city with documentation showing they are paying for Premier Resort Tax. In reference to real estate property taxes, City Treasurer Karen Terry said for any type of mobile food service cart or truck, the taxes are recognized where the trailer is stored permanently. They do not pay personal property taxes to the city, so Karen would recommend a fee collected by the city if they are planning on permitting these trucks.

Motion by Ald. Freel, seconded by Anchor recommend to council approve the CUP application from Keith Koehler to allow Commercial Activity without a Permanent Structure, Outdoor Commercial Food and Beverage Service, Outdoor Vendor and a Walk-up Service Window at 720 Oak Street, Columbia County, City of Wisconsin Dells Parcel 73 with the following contingencies:

- 1) All associated licenses are obtained and in good standing
- 2) CUP is only issued for one year. The expectation is that the applicant will be moving forward with a larger development of this property next year.
- 3) This permit is revocable if the Mobile Restaurants are not operated and maintained to a high standard as determined by the City.
- 4) The Mobile Restaurant pays an annual fee as determined by the City.
- 5) Pays sales tax and Premier Resort Tax.

Chris said there would be another request for a food truck next month as well. Although there is some value for this project, once approved, more requests will come in. The city can make case-by-case decisions to approve or deny, but some thought needs to be put into what the criteria is going to be. Mayor Landers said the DRC should be the last step in approving the design work for the artwork that goes with this. He said any CUP's that would be approved by Plan Commission or any other body, would go to DRC after recommended approvals by the Plan Commission. Chris clarified the initial request did not include the food truck. It was for additional outdoor seating for The Keg with the expansion of their property they acquired, which is why this went to the DRC. Kelli Trumble asked if it could be considered, outside this motion for this particular request, between the revitalization and the empty storefronts, what is the city plan or direction for any street food industry. Mayor Landers said Koehler has been involved with vast improvements to The Keg and involved with the revitalization efforts and said this is being proposed as a test. Chris also added that Koehler has good history and weighs in the decision made at this meeting. The property is zoned C-2 Commercial-downtown. Motion carried.

5. There will be a CUP application request for a similar request as item #4.
6. The next Plan Commission meeting is scheduled to be on **Wednesday, June 15, 2016 at 5:15pm.**
7. Motion by Ald. Freel and seconded by Anchor to adjourn. Motion carried and the meeting adjourned at 5:58 pm.

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Monica Dorow-Leis  
Public Works Office Clerk