

**CITY PLAN COMMISSION
CITY OF WISCONSIN DELLS
MUNICIPAL BUILDING-300 LACROSSE STREET
AUGUST 12, 2015**

Mayor Landers called the meeting to order at 5:15 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, City Planner/Zoning Administrator Chris Tollaksen, Ald. Mike Freel, Fire Chief Scott Walsh, and Tifani Jones
Absent: Dan Anchor, Chris Lechnir and Jeff Delmore
Others: Asst. City Attorney Joseph Hasler, City Clerk Nancy R. Holzem, Public Works Director David W. Holzem, DPW Office Clerk Monica Dorow-Leis, Dave Schultz, Paul Olson, Eric Helland, Lucus Petrie, Ryan Quam and Ed Legge from the *Dells Events*.
2. Motion by Freel, seconded by Walsh approve the minutes of the July 1, 2015 meeting. Motion carried.
3. Mayor Landers declared the public hearing open for anyone to speak for or against the Site Plan Permit application from Mirus Partners c/o Chris Jaye for a Residential-multi-family development at 460 Pioneer Drive (portions of parcels 291-0031-00000, 291-0032-00000, 291-0033-00000, and 291-0035-00000, Sauk County, Wisconsin Dells). The property is zoned C-4 Commercial-large scale. With no one speaking on the matter, Mayor Landers declared the public hearing closed.
4. Ryan Quam with Quam Engineering, LLC along with the developer and architect were at the meeting. Ryan spoke about the proposed site plan proposing six apartment buildings. He said it is a long wooded lot with sandy soils that tends to drain to the south. Ryan said they are proposing a similar layout previously proposed, with an access off Fitzgerald Road, which is proposed to become a public road to allow potential development on lands to the east. They are proposing public water and sanitary sewer, as well as a portion of a street converted to a public street with city standards. There would be a private drive that would travel to the north connecting to Pioneer Drive. There is a large American Transmission Co. (ATC) easement that bisects the property they have to avoid. Ryan said they are maintaining as many existing trees as many existing grades as possible. He said the water from the new impervious surfaces to drain and be collected, then managed in a pond south of the site.

They are proposing only two dumpsters, which does not meet the city code, where trash dumpsters shall be within 250 ft of the units they serve, and in an enclosure. To meet the code, they would need two additional dumpsters. Ryan said they are trying to avoid dumpsters and do not have good areas for them. Chris said this is part of the basis for the decision, but his initial response would be that if the applicant provides a plan showing where the dumpsters could be placed in the future, then they potentially could do a phase where it would not have to be implemented. Then, at such time it becomes an issue, a plan is already in place. Chris made it clear that if approved, they have the understanding that if upon notice from the city to add the two additional dumpsters to meet code, then they would need to comply. Chris said it would be his assumption that each enclosure would have one trash and one recycling dumpster in each enclosure.

They are proposing 22' driveway depths. There are not any pedestrian walkways. Ryan said they do not expect a lot of pedestrian traffic in this area.

Ryan said it is hard to determine where the storm water drains, but it definitely drains to the south and east. They need the detention pond to the south, but now the question is where they safely release that water. Initially they wanted to drain to the southwest into the city right of way, but with the grades, that is actually higher and not an option. If to the east, they would need to obtain an

easement from that property owner, which is the same property owner selling this project site to them.

Chris Tollaksen said with this larger project, he does not feel comfortable making a decision at this meeting due to receiving the plans just one week prior to the meeting. He said the storm water concern is an important concern that needs to be worked out before approval. Through discussion, other concerns that need to be addressed include:

- Hydrant location(s) and emergency access to the east side of the buildings, including the winter months. The buildings are longer buildings with no drive access on the east side of the buildings.
- There is not a visual buffer on the east side of the project site. If vegetation buffer, they take time to grow and should be planted in advance. Chris directed Ryan to add trees to the plan.
- Mayor Landers strongly supports this project, but contingent upon coming up with plan suitable with the Fire Chief and Planning and Zoning Administrator.
- Alderperson Freel noted that the applicant needs a bigger area to fit all the persons at that location and is concerned about the current neighbors, which include the golf course and the business to the south. He compared the area to multi-family units on Clara Avenue in Lake Delton, where there is no play area.
- Tollaksen said they need to work out storm water concerns; whether working with surrounding property owners, through engineering or easements.
- Defining the driveway entrances, especially the driveway connection to Fitzgerald Road.
- They discussed the open space for playgrounds and is something that can be addressed moving forward.

The site plan presented does not meet the code for required parking. The plan assumes that the garage and garage driveway count for the two stalls per unit. However, required parking stalls should always be accessible, and the garage stall is not accessible if the driveway is being utilized. Chris Tollaksen said he does not want to see cars parked on the road or in the grass. Chris said that when you design a parking lot, *every* parking stall is accessible. This could become an issue if the parking requirement is not met. Mayor Landers said the applicant has rules in place for the tenants and did not see this as an instrumental issue. He said it is incumbent on the management to take care of it. Tollaksen said if the commission is comfortable with parking not becoming an issue, then he will accept it and just wanted to make note of it.

The intention is that the roadway off Fitzgerald Road to the east will be developed by the applicant, then dedicated to the city.

Motion by Tollaksen, seconded by Walsh recommend to council approve the Site Plan Permit Application from Mirus Partners, c/o Chris Jaye for a Residential-Multi-family development at 460 Pioneer Drive (portions of parcels 291-0031-00000, 291-0032-00000, 291-0033-00000 and 291-0035-00000, Sauk County, Wisconsin Dells) with the following contingencies:

- 1) The applicant takes control of the property as a single parcel
- 2) The final site plan is approved by City department heads
- 3) The storm water plan is approved by the City. Any storm water issues that arise in the future are properly addressed, which could include constructing storm water drainage to the east to the existing drainage way.
- 4) Additional buffers to the surrounding properties implemented, if necessary.

The property is zoned C-4 Commercial-Large scale. Motion carried.

5. Mayor Landers declared the public hearing open for anyone to speak for or against the update of City of Wisconsin Dells Ordinance Chapter 20-Floodplain Zoning, to accommodate the Sauk County Flood Insurance Study (FIS) effective October 2, 2015. With no one speaking on the matter, Mayor Landers declared the public hearing closed.
6. Motion by Tollaksen, seconded by Freel recommend to council approve the update of the City of Wisconsin Dells Ordinance Chapter 20-Floodplain Zoning, to accommodate the Sauk County Flood Insurance Study (FIS) effective October 2, 2015. Motion carried.
7. Motion by Tollaksen, seconded by Walsh recommend to council approve the Certified Survey Map (CSM) combining Columbia County, Wisconsin Dells parcels 603.A, 604.02, 604.03; and defining

parcels 604.01, 604.04 and 604.05. All parcels are located on the north side of the 100 Block of Broadway and were created by a land sale that occurred in 2006. Motion carried.

8. Chris said this was a parcel that when it was a township parcel where the property lines went to the center of the street, and we wanted to make it clear that the city would get that right of way property dedicated to the city. Motion by Tollaksen and seconded by Walsh recommend to council approve the CSM to split Sauk County Parcel 291-0014-10000 (Bridge Mall, LLC). Motion carried.
9. Chris said they have been starting to work on a new seasonal workforce housing standard. This would be for employees for the season and is not for overnight guests and not a permanent residence. This is just to put standards in the zoning code as to what the city would like to incorporate going forward. Looking at the Comprehensive Plan, one area where the city may want to encourage this type of housing would be on Stand Rock Road. This item was for introduction only at this time.
10. At the July Common Council, it was requested to move forward and to incorporate all commercial districts, and not just C-2(Commercial downtown) for Design Review for signage. Chris said the Design Review Committee would review all signs for the city. Motion by Jones, seconded by Freel recommend to council incorporate all commercial districts, and not just C-2(Commercial downtown) for Design Review for signage. Motion carried 4-1, with Walsh voting no. The Design Review Committee would review all signage for the whole city and would review building projects, conditional use permits, site plan permits and maintenance, including painting in the C-2 (Commercial downtown) zoning district.
11. There were no items for referral to future meetings.
12. The next Plan Commission meeting is scheduled to be on Tuesday, September 1, 2015 at 5:00pm.
13. Motion by Freel and seconded by Walsh to adjourn. Motion carried and the meeting adjourned at 6:20pm.

Monica Dorow-Leis
Public Works Office Clerk