

**CITY PLAN COMMISSION MEETING
CITY OF WISCONSIN DELLS
OCTOBER 11, 2017**

Acting as Chairperson, Ald. Freel called the meeting to order at 5:00P.M. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Ald. Mike Freel, Fire Chief Scott Walsh, Chris Lechnir, Tifani Jones, and Dan Anchor

Excused: Mayor Brian Landers and Lisa Delmore

Others: Ald. Ed Wojnicz, Ald. Ben Anderson, City Planner/Zoning Administrator Chris Tollaksen, City Clerk Nancy Holzem, Public Works & Utilities Director David Holzem, City Attorney Joseph Hasler, Mike Kaminski from Chula Vista, Brad Boettcher from General Engineering and Ed Legge from the *Dells Events*.
2. Motion by Dan Anchor seconded by Scott Walsh to approve the September 11, 2017 meeting minutes. Motion carried unanimously.
3. Ald. Freel declared the Public Hearing open on the Conditional Use Permit requested by GTAM, LLC in order to allow the construction of a non-residential garage and construction of new seasonal workforce housing facilities on Adams County tax parcels 291-00369-0010, 291-00369-0000, 291-00370-0000 and 291-00371-0000 (2600 & 2602 River Road). City Planner Chris Tollaksen entered for the record and attached as Exhibit A, a letter received from adjacent property owners Amy Priester and Donna Moucka. No one appeared at the Public Hearing to speak for or against the permit. Ald. Freel declared the Public Hearing closed.
4. During discussion on the Conditional Use Permit application submitted by GTAM, LLC, City Planner Chris Tollaksen stated that the items addressed in the letter received from the adjacent property owners do make sense adding that a buffer should be established on the east side of the property and that added dumpsters should have some type of enclosure. Property lines should be marked and respected during construction. Brad Boettcher stated that he will make sure the subcontractors are aware of this. Tollaksen stated that the current storm water control pond is well above standard however the water flow along the River Road ditch is starting to show signs of erosion. Chula has agreed to add erosion control for this area. Added pedestrian traffic on River Road was discussed. Ald. Freel questioned Mike Kaminski if adding a walkway over the road would be an option. Mike stated that they do not own the land on either side of the road so there is not much they can do however they are willing to work with the city to make the road better and safer. Brad Boettcher from General Engineer stated that he has had recent discussions with the city on improvements that can be made. Chris stated that any new walkway would be assessed to the benefitting property owner which would be Chula Vista. Motion by Scott Walsh seconded by Chris Lechnir to approve a Conditional Use Permit to GTAM, LLC in order to allow the construction of a non-residential garage and construction of new seasonal workforce housing facilities on tax parcels 291-00369-0010, 291-00369-0000, 291-00370-0000 and 291-00371-0000 (2600 & 2602 River Road), with the following contingencies:
 - A. The facility shall be properly maintained and managed to prevent it from becoming a nuisance; this includes, but is not exclusive to:
 - B. Creating a buffer between loading dock area and the property to the east.
 - C. Installing an enclosure around any garbage/dumpster locations that prevents garbage from migrating to neighboring properties; and that is large enough to allow safe garbage collection.

Motion carried unanimously.

5. Ald. Freel declared the Public Hearing open on the Site Plan application submitted by GTAM, LLC for the construction of a non-residential garage and the construction of seasonal workforce housing facilities on Adams County tax parcels 291-00369-0010, 291-00369-0000, 291-00370-0000 and 291-00371-0000 (2600 & 2602 River Road). No one spoke for or against the Site Plan application. Ald. Freel declared the Public Hearing closed.
6. The Site Plan application was for construction of a laundry facility/garage and 3 pods of student housing. The long term plan for more housing pods was included but will come back before the Plan Commission prior to construction. Brad Boettcher reviewed the layout of the proposed new buildings. Motion by Scott Walsh seconded by Dan Anchor to approve the Site Plan application submitted by GTAM, LLC for the construction of a non-residential garage and the construction of seasonal workforce housing facilities on Adams County tax parcels 291-00369-0010, 291-00369-0000, 291-00370-0000 and 291-00371-0000 (2600 & 2602 River Road) with the following contingencies:
 - A. Any site plan issues identified during the building permitting and construction phase are address to the satisfaction of the City Zoning administrator and building inspector.
 - B. Applicant is fully responsible to ensure construction activities and/or storm water runoff during and after construction does not trespass onto the neighboring property. This includes clearly marking and maintaining the property line locations throughout construction.
 - C. Applicant remain diligent in the supervision and maintenance of the storm water control measures, per the Storm Water Management and Erosion Control Plan submitted to ensure they perform as designed at all times.
 - D. Appropriate erosion control measures are installed where the storm water enters the ravine.
 - E. Fire hydrant locations are to be approved by the Fire Department.

Motion carried unanimously.

7. Items for referral to the next meeting include an updated Certified Survey Map regarding the above listed parcels and a possible zoning amendment as well.
8. Next meeting was set for Wednesday, November 8, 2017 at 5:00pm.
9. Motion by Dan Anchor seconded by Scott Walsh to adjourn. Motion carried unanimously and the meeting adjourned at 5:25pm.



Nancy R. Holzem
City Clerk/Coordinator

October 11, 2017

Chris Tollaksen
Planning & Zoning Administrator
Municipal Building
300 La Crosse Street
Wisconsin Dells, WI 53965

Dear Chris

Thank you for giving us an opportunity to speak to the proposed project by Chula Vista/GTAM in Adams County, City of Wisconsin Dells, tax parcels 291-0369-0010, 291-00369-0000, 291-00370-0000 & 291-00371-0000 located at 2600 & 2602 River Road. Our family's property borders two sides of the project.

We have a number of concerns, based on our experience with other construction projects by Chula Vista adjacent to our shared property lines:

- There is no setback for construction of the dry ponds or the laundry building.
- Significant erosion has occurred in areas entering into Roods Glen since Chula Vista did its last expansion. We would like you to consider putting a plan in place to prevent further damage to the banks of Roods Glen.
- There is no lighting plan in place. We would like you to consider waiting to proceed until you have had an opportunity to evaluate a lighting plan.
- There is no garbage plan in place. We would like you to consider asking that any garbage area that is placed near or bordering our property be enclosed on all sides to prevent the migration of trash onto our property.
- Our greatest concern is the following statement from your summary to the Plan Commission committee:

“...the proposed new housing units are surrounded by vacant and wooded property that has a ravine running through it and appears to have little chance of being occupied.”

Please do not make any decision based on the assumption that the area adjacent to this project has little chance of being occupied or developed. While we have long valued preserving our land in its natural state, we are always pursuing and considering thoughtful development of the property.

In conclusion, we ask for respect of our property line. We also request that Chula Vista be required to return to the Plan Commission for site plan review/approval for future phases.

Thank you for your time.

Sincerely
Amy Priester
Staa Properties LLC
Donna Moucka
P4 Properties LLC,