CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description: CITY PLAN COMMISSION

Date: MONDAY, MAY 14, 2018    Time: 6:00PM    Location: MUNICIPAL BUILDING
300 LA CROSSE STREET, WISCONSIN DELLS, WI

<table>
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<th>Committee Members</th>
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<tr>
<td>Mayor Ed Wojnicz-Chair</td>
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<td>Alder. Mike Freel</td>
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<td>Fire Chief Pat Gavinski</td>
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<td>Chris Lechnir</td>
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<tr>
<td>Dan Anchor</td>
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<td>Lisa Delmore</td>
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**AGENDA ITEMS:**

1. CALL MEETING TO ORDER AND ATTENDANCE

2. APPROVAL OF THE MINUTES FROM THE APRIL 23, 2018 MEETING

3. PUBLIC HEARING TO CONSIDER A CONDITIONAL USE PERMIT APPLICATION FROM MIRUS PARTNERS, INC. IN ORDER TO ALLOW THE CONSTRUCTION OF A RESIDENTIAL, MULTI-FAMILY FACILITY AND A PRINCIPAL BUILDING HEIGHT OF OVER 45 FEET ON A PORTION OF COLUMBIA CO., CITY OF WISCONSIN DELLS TAX PARCELS 1008.3 AND 893.01 LOCATED AT 920 RACE STREET. THE PROPERTY IS ZONED C-1 COMMERCIAL-NEIGHBORHOOD.

4. DISCUSSION/DECISION ON ITEM #3 (CUP-920 RACE)

5. PUBLIC HEARING TO CONSIDER A CONDITIONAL USE PERMIT APPLICATION FROM LUIS A. MARTINEZ IN ORDER TO ALLOW OUTDOOR FOOD AND BEVERAGE SERVICE AND A WALK-UP SERVICE WINDOW AT 742 EDDY STREET, COLUMBIA CO., CITY OF WISCONSIN DELLS TAX PARCEL 140.01. THE PROPERTY IS ZONED C-2 COMMERCIAL-DOWNTOWN.

6. DISCUSSION/DECISION ON ITEM #5 (CUP-LUIS A. MARTINEZ)

7. PUBLIC HEARING TO CONSIDER A CONDITIONAL USE PERMIT APPLICATION FROM RIVERVIEW BOAT LINE IN ORDER TO ALLOW OUTDOOR COMMERCIAL FOOD AND BEVERAGE SERVICE, COMMERCIAL ACTIVITY WITHOUT A PERMANENT STRUCTURE, OUTDOOR VENDOR AND A WALK-UP SERVICE WINDOW AT 15 THROUGH 27 BROADWAY, COLUMBIA CO., CITY OF WISCONSIN DELLS TAX PARCEL 600. THE PROPERTY IS ZONED C-2 COMMERCIAL-DOWNTOWN.

8. DISCUSSION/DECISION ON ITEM #7 (CUP-RIVERVIEW BOAT LINE)

9. PUBLIC HEARING TO CONSIDER AMENDING THE FOLLOWING DESIGN STANDARDS OF THE ZONING CODE, CITY ORDINANCE CHAPTER 19:
   a) ADMINISTRATION-CLARIFY THAT DESIGN APPROVAL IS REQUIRED FOR ANY ITEM THAT IS ADDRESSED WITH A DESIGN STANDARD.
   b) OUTDOOR FOOD SERVICE-REMOVE REQUIREMENT THAT VENDING UNITS BE ASSOCIATED WITH AN ON-PREMISE BUSINESS, AND ALLOW VENDING UNITS THAT ARE TIED TO AN EXISTING WISCONSIN DELLS OR LAKE DELTON BUSINESS SELLING SIMILAR PRODUCTS FROM A BRICK AND MORTAR STORE.

10. ANY OTHER ITEMS FOR REFERRAL TO FUTURE MEETINGS

11. SET DATE FOR THE NEXT PLAN COMMISSION MEETING (JUNE 11, 2018)

12. ADJOURNMENT

Open Meetings Notice: If this meeting is attended by one or more members of the Common Council who are not members of this committee, their attendance may create a quorum of another city commission, board or committee under the Wisconsin Open Meetings Law; However, no formal action will be taken by any governmental body at the above stated meeting other than the body, committee, commission, or board identified in this meeting notice. Please be advised that upon reasonable notice, the City of Wisconsin Dells will furnish appropriate auxiliary aids and services to afford individuals with disabilities an equal opportunity to participate in meeting activities.

MAYOR ED WOJNICZ CHAIRPERSON    DISTRIBUTED MAY 11, 2018
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Wisconsin Dells Plan Commission will hold a Public Hearing on Monday, May 14, 2018 at 6:00PM in the Council Chambers of the Municipal Building at 300 La Crosse Street, Wisconsin Dells, Wisconsin 53965, to consider the following:

A Conditional Use Permit, per Municipal Code sec. 19.371(8) requested by Mirus Partners, Inc to allow the construction of a Residential, multi-family facility and a Principal building height of over 45 feet on a portion of Columbia Co, City of Wis. Dells tax parcels 11291-1008.3 and 11291-893.01 located at 920 Race St. This property is zoned C-1 Commercial-neighborhood which requires a CUP for “Residential, multi-family” use Chapter 19 Article 5 Division 3 of the Municipal Code. Exhibit 5-4 of Chapter 19 Article 5 Division 3 of the Municipal Code requires a Conditional Use Permit to allow a Principal building height over 45 feet, provided an adequate sprinkler system is installed consistent with the State Building Code.

The applicant would like to develop a sixty (60) unit, mixed income, multi-family community on the undeveloped wooded property north of the Indian Trail motel. The development will consist of twenty-four (24) townhome style single story apartments and a thirty-six (36) unit 4-story apartment building.

Copies of the CUP request are available for review at the City of Wis. Dells Public Works office in the Municipal Building at 300 LaCrosse St.

All interested persons will be given an opportunity to be heard at the Public Hearing. With reasonable notice the City will provide appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in the Public Hearing.

Dated this 20th of April 2018
Chris Tollaksen
City of Wisconsin Dells

Publication Dates:
April 26, 2018
May 3, 2018
The City of Wis. Dells has received a Conditional Use Permit application from Mirus Partners, Inc to allow land use 3.4 RESIDENCE, MULTI-FAMILY on a portion of parcel 11291-1008.3 and 11291-893.01 located South-East of the intersection of Race St. and Michigan Ave. This project includes a 4-story apartment building, which may exceed the current 45 ft maximum building height. Exceeding the 45 ft height limit is allowable with a Conditional Use Permit if the building is equipped with a State approved sprinkler system. This CUP approval should be contingent on the actual final height of the building being approved during the Site plan approval. The project is proposed for vacant wooded land immediately north of the Indian Trail Motel, and would run from Race St. to STH 13. The request is to construct a sixty (60) unit mixed income, multi-family community. The current zoning for this property is C-1 Commercial – neighborhood. The multi-family residential land use is allowed as a Conditional Use in the C-1 Zoning District.

The applicant has developed another multi-family housing project on Pioneer Dr. and Fitzgerald Road. That project appears to be a success. The applicant believes there is still a need for additional multi-family housing in the area.

The boundaries for this proposed development include portions of two (2) different existing parcels. The property that this proposed development will occur on has not yet been sold to Mirus Partners. Any approval of this CUP must be contingent on the development property being consolidated into a single parcel and the applicant taking control of the property.

The general plan for this project involves two (2) different sections, but it will all be constructed in one “phase”. The site will be accessed from a drive to the east of Race St, which will curve around and access Michigan Ave from the South. North and South of the drive off of Race St. will be one section, and will consist of two (2) townhouse style buildings, one on each side of the drive. Each townhouse building will have 12 units, for a total of 24 units. The second section of this project is proposed as a 36-unit, 4-story apartment building lying East of the drive accessing Michigan Ave. The development will have a community space, likely in the 4-story building, and a playground area. The developer has stated that each building would contain one (1) enclosed parking space per unit. The townhomes will have each have a single car attached garage (with a drive that will accommodate a parked vehicle) and the apartment building will have 37 underground parking spaces, with 28 surface stalls.

The townhome buildings are originally planned to be single story units, but may be upgraded to 2-story units if possible after addressing any other building and site issues.

The Zoning Code Standards for a Residential, multi-family use call for two (2) parking spaces for each unit, plus an additional visitor parking space for every eight units. For a 60 unit development, the parking requirement would call for 128 parking spaces. With each building containing one (1) enclosed parking apace, an additional 68 surface parking spaces would be required. The current plan only shows 52 surface parking spaces.

The proposed building site meets the minimum lot size requirements for a multi-family development of this size.

The CUP process is mainly an approval of the land use and general plan of a project and its compliance with the City zoning code. Before construction can begin on any new commercial building the City must approve a Site-plan application. The site plan review will be the process that will address the specific details of the project plan, including the following items called out in the Zoning Ordinance for Site plan review:

(a) If the project is a multi-family real estate development (more than 3 dwelling units), does the project meet the following standards:

1. All setback areas fronting on or visible from an adjacent public street, and all recreation, leisure and open space areas shall be landscaped in accordance with the project plan. Decorative design elements, such as fountains, pools, benches, sculpture, planters, exterior recreational facilities and similar elements may be permitted, providing such elements are incorporated as part of the
landscaping plan; and, permanent and automatic irrigation facilities are provided in all planted landscaped area.

2. Minimum open space is thirty (30%) percent of the net area being developed. The net area shall exclude dedicated or proposed-dedicated public rights-of-way.

3. Common open space areas are designed and located within the project to afford use by all residents of the project. These common areas may include, but are not limited to: game courts or rooms, swimming pools, garden roofs, sauna baths, putting greens, or play lots.

4. Active recreation and leisure areas, except those located completely within a structure used to meet the open space requirement, shall not be located within fifteen (15) feet of any door or window of a dwelling unit.

5. Private waterways, including pools, streams and fountains, may be used to satisfy not more than fifty (50%) percent of the required open space.

6. Trash collection areas shall be provided within two hundred and fifty (250') feet of the units they are designed to serve. Such areas shall be enclosed within a building or screened with masonry walls having a minimum height of five feet. Access gates or doors to any trash area, not enclosed within a building, are to be of opaque material.

One of the main items that will have to be addressed for this project will be the storm water management. This development sites between 2 municipal wells, and City and DNR regulations require 400-600 foot separations between municipal wells and storm water infiltration basins. The current plan has the storm water infiltration basin approximately 350 feet from the municipal well on the east side of STH 13.

It appears it may be possible for the development buildings to shift to the east, as the buildings are allowed within the Well Head protection zones, and the storm water pond could be moved to the west of the buildings. This would place the storm water pond outside of the Wellhead Protection Zone. It also appears the new storm water pond location would have access to an existing storm sewer on Race St. These details do not need to be resolved at this time, but they do need to be resolved before the Site Plan can be approved.

Another item of concern is the buffering of this development from surrounding properties. There exist residences to the north-west of this facility that need to be protected.

Garbage collection can be an oversight for commercial developments. Garbage collection areas must be designed and maintained to allow adequate safe access by the City solid waste collection personnel and contractors. If the City or its contractors must access private property to collect solid waste, the City cannot be held liable for any damage the large collection vehicles may cause on the private pavement over time. If solid waste dumpsters are to be enclosed, the enclosures must allow adequate space for collection personnel to safely access and empty the dumpsters. As a rule of thumb, 3 ft of clear space should be provided around all sides of the dumpsters. Gates to dumpster enclosures shall be full width and shall not have any center guide or post that would interfere with the access to the dumpsters.

The developer has stated that they will retain ownership of the property after development is complete and operate and manage the property themselves. To date, the management of their existing property on Pioneer and Fitzgerald has been very good. The developer has stated that they will ensure that nuisances such as poor property maintenance, the accumulation of trash on the property and noise issues will not be systemic.

Other items that must be addressed to the satisfaction of the City as part of the Site plan application are: final building locations and design, utility plan, final parking plan, solid waste storage location, lighting, and landscaping. Future planning considerations the City must keep in mind:

1. Michigan STH 13 Intersection
2. Sidewalk on Race St.

As this facility may be occupied by persons not currently residing in the area, other issues the City must consider are:

1. Increased emergency services
2. Increased school population

The City Comprehensive plan specifies this location as a targeted multi-family re-development area. This development will generate increased traffic on Race St. and Michigan Ave. There is no good pedestrian travel way along Race St. to Broadway.

The subject property appears to be a suitable location for multi-family housing. It has enough space for a multi-family development to be constructed and buffered to minimize the impacts on neighboring properties.

This project will develop currently vacant property.

A multi-family development has the potential to create a nuisance with surrounding properties. The use of buffers and proper management of the facility could minimize these issues.

If properly constructed and buffered from surrounding property, this development should not have a negative effect on the future development of commercial uses in this area. In fact, it is expected that this development will spur additional commercial development in this area.

This project should not have a negative effect on the city’s financial ability to provide public services.

Any approval of this CUP should have the following contingencies:

1. The proposed development be contained by a single parcel
2. The applicant take control of the property
3. The final building heights are approved as part of the Site plan approval.
4. The final parking plan is approved as part of the Site plan approval
5. A storm water plan be created to the satisfaction of the City
6. The garbage collection area and process is approved by the City.
7. A buffer is established and maintained between this development and the surrounding properties. If a minimal buffer is allowed to be constructed, it is to be enhanced at the City’s request, if in the City’s sole discretion it is deemed necessary.

Chris Tollaksen
City of Wis. Dells Planning and Zoning
4.82 +/- ACRES

12 UNIT TOWNHOUSE APARTMENT
3 BEDROOMS

12 UNIT TOWNHOUSE APARTMENT
2 BEDROOMS

36 UNIT - 4 STORY BUILDING
1ST FLOOR PARKING (37 STALLS)

8 - 1 BEDROOMS
15 - 2 BEDROOMS
13 - 3 BEDROOMS

PLAYGROUND
RETENTION POND

PRELIMINARY SITE PLAN
SCALE: 1" = 30'-0" NORTH

JOB NUMBER:
SHEET 2017 M+A DESIGN, INC

petrie@madesigninc.net (920) 922-8170
25 SOUTH MAIN STREET
FOND du LAC, WISCONSIN 54935

2017.31 NEW BUILDING PROJECT FOR:
WISCONSIN DELLS DEVELOPMENT
RACE ST. AND BROADWAY AVE.
WISCONSIN DELLS, WISCONSIN

OWNER:
MIRUS PARTNERS, INC
7447 UNIVERSITY AVENUE #210
MADISON, WISCONSIN  53562

PRELIMINARY SHEET DATES:
C1.0 8-30-2017 4-17-2018

Well Pond
CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
Version: May 21, 2007

General instructions. Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don't hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this file from the zoning administrator.

1. Applicant information
   Applicant name: MIRUS PARTNERS, INC.
   Street address: 947 UNIVERSITY AVE, #210
   City: MIDDLETON, WI 53562
   State and zip code: (608) 824-2294
   Daytime telephone number:
   Fax number, if any: 
   E-mail, if any: JAE @ MIRUSPARTNERS.COM

2. Subject property information
   Street address: 920 RACE STREET
   Parcel number: 11291-1008.3 (PARCEL)
   Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.
   Current zoning classification(s): C-2 COMMERCIAL - NEIGHBORHOOD ZONING DISTRICT
   Describe the current use: UNDEVELOPED PORTION OF CURRENT SITE PARCEL.

3. Proposed use. Describe the proposed use.
   SIXTY (60) UNIT, MIXED INCOME, MULTIFAMILY COMMUNITY.

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)
   N/A

Office Use Only
   Initial application fee: $525.00
   Receipt number: 
   Application number: 

1 of 4
5. **Off-site effects.** Describe any potential nuisances and mitigating circumstances relating to street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

   *NONE EXPECTED*

6. **Review criteria.** The plan commission in making its recommendation and the common council in making its decision must consider the factors listed below. Provide a response to each. (See Section 16.373 of the Municipal Code.)

   a. Consistency of the proposed use with the city's comprehensive plan and neighborhood plan or other subarea plan, if any

      *THE PROJECT IS BEING PROPOSED TO ADDRESS RENT-UP DEMAND IN THE MARKET FOR WORKFORCE HOUSING.*

   b. Effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site

      *THE CURRENT/PROPOSED SITE PLAN INCLUDES 113 PARKING SLOTS (ENCLOSED & SURFACE) WHICH WILL ALLOW FOR ADEQUATE TRAFFIC FLOW WITHIN SITE. THERE WILL ALSO BE SITE ACCESS FROM BOTH RACE ST. & MICHIGAN AVE.*

   c. The suitability of the subject property for the proposed use

      *THE PROPOSED USE IS SUITABLE GIVEN THE LOCATION BETWEEN AN EXISTING RESIDENTIAL NEIGHBORHOOD, ADJACENT COMMERCIAL USES, AND AN EXISTING STATE HIGHWAY.*

   d. Effects of the proposed use on the natural environment

      *THE SITE IS CURRENTLY WOODED. EFFORTS WILL BE MADE TO PRESERVE AS MANY TREES AS POSSIBLE TO ENHANCE THE SITE AND PROVIDE A SHIELD BETWEEN THE STATE HIGHWAY AND BUILDINGS.*

   e. Effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances

      *TO THE EXTENT POSSIBLE, EXISTING TREES WILL BE PRESERVED BETWEEN THE PROPOSED TOWNHOMES AND EXISTING SINGLE FAMILY HOMES AS A PRIVACY BARRIER.*

   f. Effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the district

      *WE DO NOT ANTICIPATE ANY NEGATIVE EFFECTS.*

   g. Effects of the proposed use on the city's financial ability to provide public services
7. Project map. Attach a scaled map showing the information as listed at the end of this application. Use one of the following page sizes as appropriate: 8½" x 11", 11" x 17", or 24" x 36".

8. Applicant certification

- I certify that the application is true as of the date it was submitted to the City for review.
- I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the agreement below.

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| Governing Regulations | The procedures and standards governing this application process are found in Chapter 19, Article 4, Division 6, of the City's Municipal Code. |

**Reimbursement Agreement for Application Review Costs**

A. Payment for Eligible Costs.

By submitting this application for review, the applicant agrees to pay all administrative costs incurred by the City in the processing, study, and review of the application including costs for planning, legal, engineering, and related services, referred to herein as eligible costs.

B. Guarantee of Payment.

To guarantee reimbursement, the applicant shall submit one of the following along with this application:

1. An irrevocable letter of credit in the name of the City in an amount as set by the zoning administrator; or
2. A cash deposit in an amount as set by the zoning administrator.

If a cash deposit is used to guarantee reimbursement, the City will periodically deduct from the cash account such amounts necessary to pay for eligible costs and submit a written statement to the applicant. If a letter of credit is used, the applicant agrees to pay such amounts as invoiced within 7 days of the invoice date. An interest rate of 1½ percent shall be charged on invoices not paid within 30 days of the invoice date. The City shall access the letter of credit to pay for overdue invoices, including late penalty charges, and submit a written notice to the applicant.

If remaining monies in the cash account are insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to deposit additional monies into the cash account in an amount as set by the zoning administrator. If the principal amount of the irrevocable letter of credit is insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to submit a second letter of credit in an amount as set by the zoning administrator. The applicant may withdraw this application prior to final action by the City Council by submitting a written letter to the City. Upon such notice, the City shall cease all work related to the review of the application. However, withdrawal of this application does not terminate this reimbursement agreement.

If the applicant does not pay for eligible costs, the City Clerk/Treasurer shall add the outstanding balance to the tax roll as a special assessment against the subject property. In addition, the City may pursue other legal means to obtain the outstanding balance as allowed by law.

C. Termination of Guarantee.

If a cash deposit is used to guarantee reimbursement, the City agrees to reimburse the applicant any unused monies in the cash account, including earned interest, within 60 days of the date when the City Council takes final action on the application. If a letter of credit is used, the City shall send a written letter to the applicant releasing the applicant from the letter of credit when all outstanding invoices have been paid.

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NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Wisconsin Dells Plan Commission will hold a Public Hearing on **Monday, May 14, 2018 at 6:00PM** in the Council Chambers of the Municipal Building at 300 La Crosse Street, Wisconsin Dells, Wisconsin 53965, to consider the following:

Conditional Use Permit, per Municipal Code sec. 19.371(7), requested by Luis A Martinez in order to allow Outdoor commercial food and beverage service and a Walk-up Service window at 742 Eddy St, Columbia Co. City of Wis. Dells tax parcel 11291-140.01. The applicant would like to be able install a Walk-up service window on the front of their restaurant, San Antonio, to sell food and beverages (e.g. ice cream) to patrons on the public sidewalk outside. The applicant also intends to install an Outdoor seating area for their restaurant in a new bump-out in the sidewalk on Eddy St.

The property is zoned C-2 Commercial-downtown, which requires a Conditional Use Permit for the Walk-up Service window per Chapter 19 Article 5 Division 3 of the Municipal Code. Copies of the application are available for review at the City of Wis. Dells Public Works office in the Municipal Building at 300 LaCrosse St.

All interested persons will be given an opportunity to be heard at the Public Hearing. With reasonable notice the City will provide appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in the Public Hearing.

Dated this 20th of April 2018
Chris Tollaksen
Planning & Zoning
City of Wisconsin Dells

Publication Dates:
April 26, 2018
May 3, 2018
The City has received an application from Luis Martinez to install a Walk-up service window in an existing window at the San Antonio restaurant at 742 Eddy St. The applicant intends to sell food and beverages such as Mexican snacks, Mexican Ice Cream, corn on the cob, and Mexican waters from the building to people standing on the sidewalk. This request is part of a larger re-model of the restaurant and rebuilding of the street and sidewalk which will also make room for a sidewalk café dining area.

The walk-up service window requires a Conditional Use Permit to be granted by the City Council, following a Public Hearing at the Plan Commission. The Sidewalk Café does not require Council approval, and only requires approval from the Design Review Committee. The DRC approved the Walk-up Service Window and the Outdoor seating at their 05/02/2018 meeting. The applicant will return with a more detailed fence design for approval from the DRC on 05/16/18.

The café zone will have a fence surrounding the entire area. The applicant would like the final fence design to include the ability to create a sun-screen and will come back with a final design request. It seems reasonable to expect the design to be very similar to the fencing installed around the Riverfront, with the taller posts used to support an outdoor blind rather than string lighting. The applicant has included photos on the furnishings they intend to use for the outdoor seating. The chairs were selected to try and match the composite slates used on the Broadway benches.

The walk-up service window will involve replacing an existing window with an operable window. This will allow the applicant to serve customers standing outside on the public sidewalk. Due to the expanded sidewalk in this area, created by removing parking stalls as part of the street reconstruction, there should be at least 6 ft of sidewalk space behind a person being served at the window.

Approval of this permit should come with the following conditions:

1. The operator maintains a clear path for pedestrian traffic around their Walk-up service window.
2. The operator maintains the sidewalks in front of their businesses, and cleans up litter associated with their business from the surrounding area.
3. The operator assists with emptying sidewalk garbage can if necessary.
4. The applicant complies with any concerns from the fire department.
5. There is no “barking” or calling out from the booth to people on the sidewalk or street.

Prepared by: Chris Tollaksen
The popular 275 model is both functional and economical. It features a fixed panel and an operable panel for high visibility. Operating system is located in the header to keep the service area clear. Customizable to different heights/widths.

This versatile window is ideal for many applications including: food service, healthcare, parks and rec, ticket booths, distribution centers, and more.

Choose your mode of operation

○ MANUAL OPEN / SELF CLOSE
  Manual open, with patented hands-free gravity close. Economical and easy to maintain.

○ MANUAL OPEN / ELECTRONIC RELEASE (MOER)
  Electromagnetic "hold open" feature paired with a presence sensor offers the control of manual open with a gravity-fed close that won't release while interacting with customers. Hands free interaction that is easy to maintain.

○ ELECTRIC
  Fully automatic electric, for hands free open & close

STANDARD FEATURES:

○ Anodized aluminum extrusions and stainless steel combine to give you an attractive window that will not rust, pit or weather
○ Fully assembled, pre-glazed and ready to install
○ 1/4" Clear Tempered Glass
○ Dark Bronze or Clear Anodized Aluminum
○ Self latches every time it closes. Also includes a thumb turn lock, and night locking bar
○ Track free bottom sill provides for a contaminant free surface. Angled toward outside for drainage toward exterior
○ One year parts & labor limited warranty
○ On-staff tech support / stocked parts / nationwide network of service providers.

STANDARD SIZES

○ 47 1/2"W x 43 1/2"H (19"W x 35" service opening)

○ 47 1/2"W x 35 3/4"H (19"W x 27" service opening)
  (15" west coast restricted service opening also available)*

○ 35 3/4"W x 35 3/4"H (13 1/2"W x 27" service opening)*
  (Manual open/ Self Closing and M.O.E.R only)

* Meets CA restricted opening requirement—under 432 square inches

OPTIONAL FEATURES

○ Powder Coat Paint—Tiger Drylac
○ Custom Size
○ Tinted Glazing
○ Low E Glass
○ 5/16 Safety Glass
○ Stainless Steel Shelf to extend sill inside or out (13 ga.)
○ Telescoping Night Time Security Bar Set for additional security
○ Solid Glass Transom
○ Split Transom for AA100 Fly Fan
○ AA300 Heated Air Curtain
○ Restriction Panel or Screen
275 Single Panel Slider

All windows are shipped completely pre-assembled, fully glazed and ready to install.

Installation / Owners manual can be retrieved online: www.ready-access.com

Installation illustrations are for reference only.
Construction conditions and local codes prevail.

Must be installed level, square and plumb.
Specify opening direction from outside view:
Left to Right or Right to Left.

ELECTRIC REQUIREMENTS

Run power to header on fixed panel side

Manual Open / Self Close Window:
No Power Required

Manual Open / Electronic Release & Fully Automatic Electric:
115 vac—60Hz with a 15 amp dedicated circuit

Window must be on a dedicated circuit

1815 Arthur Drive  West Chicago, IL 60185  630.876.7767  630.876.7766 (fax) www.ready-access.com  email: ready@ready-access.com
CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
Version: May 21, 2007

General instructions. Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don’t hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this file from the zoning administrator.

1. Applicant information
   Applicant name Luis A Martinez
   Street address 742 Eddy St
   City Wisconsin Dells
   State and zip code WI 53965
   Daytime telephone number 608-448-8165 cell.
   Fax number, if any 608-254-5798
   E-mail, if any Verossy-Olivares@hotmail.com

2. Subject property information
   Street address 742 Eddy St Wisconsin Dells WI 53965
   Parcel number
   Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.
   Current zoning classification(s)
   Describe the current use Dining Restaurant

3. Proposed use. Describe the proposed use.
   Walk Up Serving Window
   - Mexicans Snacks
   - Mexican Ice cream
   - corn on the cob.
   - Mexican Waters

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Wisconsin Dells Plan Commission will hold a Public Hearing on Monday, May 14, 2018 at 6:00PM in the Council Chambers of the Municipal Building at 300 La Crosse Street, Wisconsin Dells, Wisconsin 53965, to consider the following:

Conditional Use Permit, per Municipal Code sec. 19.371(7), requested by Riverview Boat Line in order to allow Outdoor commercial food and beverage service, Commercial activity without a permanent structure, Outdoor vendor, and a Walk-up Service window at 15 through 27 Broadway, Columbia Co. City of Wis. Dells tax parcel 11291-600. The applicant would like to be able install Outdoor seating and provide Food and Beverage (and potentially retail) sales from walk-up facilities, including windows within the private property, Outdoor Food & Beverage Vending Units (i.e. Food carts), and a ticket booth accessing the public sidewalk. This activity would occur on the vacant property next to the old Cheesy Tomato, in the new outdoor area where the building was removed, and from the ticket booth at the east end of the building.

The property is zoned C-2 Commercial-downtown, which requires a Conditional Use Permit for the Outdoor commercial food and beverage service, Outdoor vendor and Walk-up Service window per Chapter 19 Article 5 Division 3 of the Municipal Code. Any commercial activity that does not take place from a permanent building with a restroom requires a conditional use permit per Zoning Ordinance 19.675. Copies of the application are available for review at the City of Wis. Dells Public Works office in the Municipal Building at 300 LaCrosse St.

All interested persons will be given an opportunity to be heard at the Public Hearing. With reasonable notice the City will provide appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in the Public Hearing.

Dated this 20th of April 2018
Chris Tollaksen
Planning & Zoning
City of Wisconsin Dells

Publication Dates:
April 26, 2018
May 3, 2018
The Planning & Zoning office has received a Conditional Use Permit application from Riverview Boat Line for an expanded outdoor seating area in the open patio where the Riverfront Gifts building has been removed on tax parcel 600. There has already been outdoor seating outside the Cheesy Tomato that has been open to the public. The Cheesy Tomato will no longer be operating at this location.

All Outdoor food and beverage areas must be approved by the Design Review Committee. The applicant had received conceptual approval from the DRC on this new outdoor seating area in 2016, but the use was never established. The approval expired if the use wasn’t established in 7 months.

The City Zoning Code requires a Conditional Use permit for Private Large Scale outdoor commercial food and beverage service, and for walk-up service and Outdoor vendors. The Zoning Code also requires all Commercial activity to take place with a permanent structure with a washroom, unless a CUP is granted for that use.

The applicant has indicated that he would like to be able to have food trucks come into the area to provide food and beverage service. In 2017 the DRC established Standards for Outdoor Commercial Food and Beverage Service and for Vending Units such Food Truck, trailers, and carts. When these standards were originally developed, much of the discussion on Vending Units revolved around ensuring operators of these units are paying fees and taxes equitable to those paid by the operators of brick and mortar restaurants. Originally, the DRC determined that Vending units should only be allowed for businesses already operating in the community and on the property of their existing brick and mortar establishments. The DRC also determined that only food carts and trailers should be allowed, not food trucks.

When this application was re-presented to the DRC in April 2018, the applicant stated he has made a significant investment in this property and would like the ability to allow vending units from off-site to operate here. The DRC decided to recommend allowing Vending units that are associated with brick and mortar establishments in the community. The DRC felt the community included the City of Wisconsin Dells and the Village of Lake Delton. However, the DRC has not seen the final design details for this project, and wants to ensure that the stage, furnishings, and any vending units are up to the new Design Standards. As such, the DRC recommends approval of this concept in general, with the condition that all details are subject to DRC review and approval before installation on this site. Very specifically, every vending unit must be presented to the DRC and receive DRC approval before it is brought in to the site. The DRC will be looking to impose size limits on these units, specific to this site. It is also noted that Vending units include food carts and food trailers, but NOT food trucks. The Standards do not allow food trucks in the downtown.

While only allowing food Vending units associated with brick and mortar businesses within the City of Wisconsin Dells addresses many of the community investment, it does not address all of them. Primarily, the paying of taxes on the value of the vending unit itself. As a portable unit, the owner will likely pay a personal property tax. That owner may or may not pay that personal property tax to the City of Wisconsin Dells. If the units that utilize this location change frequently, it will likely be difficult and time consuming to track

There are approximately 50 seats adjacent to the Cheesy Tomato, and this area utilizes the common bathrooms on the lower patio area. There are currently 4 permanent women’s water closets, 2 men’s water closets, and 3 men’s urinals, in a permanent structure, at this premise, which is adequate for 320 people. The applicant has added an ADA compliant bathroom as part of the improvements, which would allow for occupancy of 360 people.

The area has 2 separate exits out of the patio and back to the street, and the occupant load for the exits would have to be determined after the final building plans are reviewed. However, a single 36” exit door is adequate or up to
180 people, so it is possible this area could be occupied by over 300 people. The space is approximately 6500 sq ft, which again could occupy over 300 people.

There is not a parking requirement for the C-2 Zoning District. However, there are is a City parking lot across Broadway from this premise. This lot is one of the most highly utilized lots in the City already.

This use seems to be well in line with the vision for the downtown revitalization. The increase in outdoor dining opportunities for visitors has been identified as a key element to revitalizing the downtown. This location providing access to the River would seem to be one of the best opportunities for the downtown to utilize one of its strongest, unique amenities to draw people downtown. The applicant had the reconstruction of the site designed by General Engineering.

It appears that the main concern for this request is the use of a Mobile Restaurant in the downtown area, and rational for his was documented in the report for the request by the Keg. The applicant is constructing permanent walk-up service windows to provide beverage service to this site. During the reconstruction of the patio area, permanent water, sewer, electric, and gas services were be installed to the food and beverage service locations; this combined with the permanent, indoor bathroom facilities on the site and the addition of ADA compliant indoor bathroom facility seems to mitigate many of the concerns.

The applicant has already made a not insignificant investment in the real property at this site. Given the location of this property, perched on the cliff over the Wisconsin River, significant design and construction is required just to make the ground space suitable for a commercial business. While the construction of a structure would obviously entail an even greater investment and subsequent tax base, the uniqueness of this location would seem to put this property owner at a disadvantage to other businesses that sit on solid ground.

This would bring a primary concern back to the basic concern of any outdoor food and beverage service, which is the maintenance and management of the outdoor area. Any approval should carry the condition that the area be well maintained and managed. There are also the standard concerns with the service of alcohol. While the continuity of this location between Broadway and the River views seem to be very much in line with the goals of the downtown revitalization, it also increases the importance of diligence in the management of alcohol sales in such proximity of the public sidewalk.

Suggested Conditional to any approval:

1) All furnishings, including fire pits, tables, chairs, and umbrellas are approved by the DRC prior to installation.
2) All Vending Units are approved by the DRC prior to installation. DRC may set additional size and timeframe limits on vending units for specific site and on a case by case basis.
3) All design details of other installation (such as the stage and band surround) are approved by the DRC prior to installation
4) All taxes or payments in lieu of taxes (pilot) are paid and clearly reported to the satisfaction of the City Treasurer.
5) All associated licenses are obtained and in good standing.
6) The property is well maintained, well managed, and not allowed to be the source of a nuisance.

Prepared by:
Chris Tollaksen
Acting Chairperson Dan Gavinski called the meeting to order at 10:00 a.m. Notice of the meeting was provided to the Dells Events, WNNO Radio and posted in accordance with State Statutes.

1. Present: Dan Gavinski, Ben Borcher, Ald. Jesse DeFosse, Jacqueline Morse and Maria Rosholt. Others: City Planner/Zoning Administrator Chris Tollaksen, Stephanie Gunderson, Brian Holzem, Tara Draper, Jason Jackson (Harmony Construction), Veronica Martinez (San Antonio), Belen Markovich-Wisconsin Dells Events.

2. Motion by Borcher and seconded by Morse to approve the April 18, 2018 meeting minutes. Motion carried unanimously.

3. Sign Applications
   a. River Mural: Although the council approved the location of the mural at 301 Broadway until December 31, 2019, the committee discussed other locations as well as getting input from the artist, Joey Leute on another site. Motion by Gavinski to table the river mural, seconded by Rosholt. Motion carried unanimously.
   b. River Dawg: Morse motioned to approve the portable wood sign if the poster is sized appropriately inside the frame. Rosholt seconded, motion carried unanimously.

4. Outdoor Seating/Dining Applications
   a. Helland Riverfront: Discussion on layouts of the outdoor vending and entertainment area presented to the committee. There was concern over the definition, difference and dimensions of food carts, trucks and trailers. Rosholt motioned to approve the overall concept based on renderings, contingent upon DRC approval of all specific furnishings and design details prior to installation. In particular, the DRC shall review the final stage design and ensure the umbrellas and other furnishings compliment aesthetics in place for the 0-100 downtown block. Seconded by Borcher, motion carried unanimously.
   b. 742 Eddy Street:
      i. Rosholt motioned to approve concept of outdoor seating, Morse seconded, motion unanimously approved. Borcher motioned to approve presented table and chair furnishings for said outdoor seating. Rosholt seconded, motion unanimously approved.
      ii. Discussion on fencing request. Borcher motioned to table approval of fence and sun-screen until a final design could be provided that ultimately ties in with the city’s theme and fence being implemented on opposite side of the street.
6. Building/Site Plan Applications
   a. 742 Eddy Street: Motion by Borcher to approve service window as presented by Luis Martinez and Harmony Construction. DeFosse seconded, motion carried unanimously.
   b. 716 Oak Street: Morse motioned to table approval on painting north wall of the “Old Time Sports” building until samples are provided, seconded by Borcher, motion carried unanimously.

7. Façade Improvement Grant Projects
   a. 38 Broadway: Rosholt motioned to approve an overall improvement of 38 Broadway as presented, Borcher seconded, motion carried unanimously.

8. Proposed Changes to Design Standards
   a. Tollaksen presented the standards for an Outdoor Food Service Vending Unit allowed as of now by the City of Wisconsin Dells, for information only. No action.

9. Items for Future Meeting - None


11. Motion to adjourn by Rosholt, seconded by Morse. Motion unanimously carried and meeting adjourned at 11:35 a.m.

__________________________
Stephanie Gunderson
Ben Borcher called the meeting to order at 10 AM. Notice of the meeting was provided to the Dells Events, WNNO/WDLS Radio, and posted in accordance with State Statutes

1. Present: Jacqueline Morse, Maria Rosholt, Dan Gavinski, Ben Borcher, Absent: Ald Dar Mor
   Others: City Planner/Zoning Administrator Chris Tollaksen, Fire Inspector Jerry Wolfram, Eric Helland
2. March 21, 2018 meeting minutes were not available, to be approved at April 18 meeting.
3. Signs: none
4. Outdoor Seating Plan: Riverfront – There was no formal application. Eric Helland presented renderings of Riverfront patio area and described the history of the work that has been done to make it usable. The lower patio is approximately 6500 sq ft. Eric will have a permanent drink service window, but would like to also have food trucks. Eric does not want to be limited to food service provided on-site, and would like to allow food vendors from other local businesses. To provide more variety, Eric would like to be able to allow all sorts of food trucks. Ben asked how many, Eric responded up to 4-6 units, but would be happy with 3. Jackie asked were the unit would be located, and Eric stated there is an open area in front of the stage (View 2). Ben asked about the sequence of approval, Chris stated what is presented is preliminary, a final plan would be needed for DRC approval and approval would be required from the Plan Commission because the Site is larger than 1500 sq ft. Maria asked about the taxes that would be paid by the vending units. Eric stated that the landlord would track the sales. Maria asked about real estate taxes on the vending units, and was concerned the vending units have a competitive advantage over businesses in the City that pay real estate taxes. Ben proposed a fee in lieu of taxes. Jackie inquired about how the trucks would look. Dan stated he was comfortable with vending units from local restaurants, including Lake Delton restaurants. Eric stated he needed approval of furnishings so he could get orders started, particularly the fire pits due to lead time. Ben stated Eric needed to come back. Jackie stated Eric needed to provide more detail. No action taken.
5. Building Site Plan: None
7. Items for Referral: murals, update to standards to allow vending units from local restaurants
8. Date and Time for Next Meeting: April 18 10 am
9. Motion by Rosholt, second by Morse to adjourn. Motion carried. Meeting adjourned at 10:55 am.

Chris Tollaksen
1. Applicant Information

Applicant name: Riverview Boath Line
Street address: 31 Broadway
City: Wisconsin Dells
State and zip code: WI 53965
Daytime telephone number: 608-254-8336
Fax number, if any: 608-254-8399
E-mail, if any: chendl2011@gmail.com

2. Subject property information

<table>
<thead>
<tr>
<th>Street address</th>
<th>15-29 Broadway</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parcel number</td>
<td>600</td>
</tr>
<tr>
<td>Current zoning class(s)</td>
<td>C-2 commercial downtown</td>
</tr>
<tr>
<td>Describe the current use</td>
<td>empty</td>
</tr>
</tbody>
</table>

3. Proposed use, Describe the proposed use:

Lower Plaza: Entertainment area including beer & wine sales, food carts seating and stage area (all outdoor)
Programming for both upper & lower plazas may include storytelling, fitness programming, movies, night shows
Upper Plaza and 27-29 Broadway seating indoor/outdoor
Food & Beverage set to serve upper & lower plazas. Entertainment, live music, tastings, possible art classes retail, window service (on away)

4. Operating conditions. For non-residential uses, describe operating conditions (hours, service, conditions that may affect the area, etc.)

Open early with coffee service and late with live music, food, and service. After hours food service.
Location is center of commercial area away from residences as well as motels. Live music programming will abide by city regulations. New stop light at Eddy St. will increase cross walk traffic.
5. Off-site effects. Describe any potential nuisances and mitigating circumstances relating to street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

Large gated area off street allows loading/unloading. Deliveries will use bus stop before bases start operation hours.
Good visibility. Greater pedestrian crossing of Broadway will be eased by Eddy St. Light. Closest boat launch will flow onto plaza, rather than crowding sidewalk.

6. Review criteria. The plan commission in making its recommendation and the common council in making its decision must consider the factors listed below. Provide a response to each. (See Section 19.373 of the Municipal Code.)

a. Consistency of the proposed use with the city's comprehensive plan and neighborhood plan or other subarea plan, if any.
   * Creates natural extension of Riverwalk. Is itself a premier access point to see river. Adds to city activities by true end of night time.

b. Effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site.
   * Helps alleviate crowding around ABC building by giving over flow option.
   * Potential partnership with WAVECB gives opportunity for entertainment place off of city street. Brings more foot traffic to E Block adding downtown signs of downtown activity.

c. The suitability of the subject property for the proposed use.
   * Perfect. Creates greater focus on the river property. Will improve first impressions for visitors crossing bridge.

d. Effects of the proposed use on the natural environment.
   * Removing Building allowed better drainage than when building was in place. Created riverside plaza that will encourage appreciation of what downtown is, continuing itself to reflect natural beauty.

e. Effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances.
   * We anticipate greater use of parking on and around LaCrosse St. Greater cross walk activity especially Eddy St. There will be more pedestrian traffic as people walk past U and Quest.

f. Effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
   * Because there will be more increased foot traffic to west end of downtown. Visibility will give improved 1st impression as visitors cross the bridge, enhancing the reason to stay visit and stay downtown. Should help sell downtown.

g. Effects of the proposed use on the city's financial ability to provide public services.
   * Requires little in public services. Will add to city revenues.
Outdoor Food Service - Vending Unit

INTENT: The City of Wisconsin Dells has determined that such service can create an enjoyable atmosphere for visitors that would serve as a benefit for the community, provided that such service is planned and managed properly.

Standards

1. Vending Unit shall be either a Food Cart or Food Trailer.

2. Vending Unit shall be on private property and shall be tied to a Wisconsin Dells or Lake Delton business (i.e., selling similar products already available in a brick and mortar store).

3. Vending Unit shall meet applicable standards in this handbook, specifically Signage Design - General (pages 10-15) and Outdoor Food Service - General (pages 30-31).

4. If designed with a base, it shall be solid, permanent, and use high-quality materials (e.g., wood fencing/platform, solid concrete, brick wall, etc.). Plastic materials, concrete block, fabric, and other loose materials are prohibited base materials.

5. Vending Unit shall be located on a paved pad, and shall adhere to the setback requirements of the underlying zoning district or a minimum of six (6) feet from all property lines, whichever distance is greater.

6. If multiple (vending unit) pads are proposed, they shall be a minimum of ten (10) feet apart.

7. Vending Unit shall not be more than twenty-six (26) feet long or more than ten (10) feet tall.

8. Vending Unit shall be constructed of quality materials and shall be designed as one cohesive unit.

9. Vending Unit shall have integral roofs or umbrellas.

10. Awnings or umbrellas affixed to the Vending Unit shall be comprised of metal or canvas-type fabric, and shall provide a minimum of seven (7) foot vertical clearance.

11. Vending Unit shall enclose or screen from view of the right-of-way and abutting residentially zoned property all accessory items not used by customers, including, but not limited to, tanks, barrels, or other accessory items.
Certificate of Appropriateness Process

If you need a Certificate of Appropriateness (COA) for your project, you must fill out the application for a COA contained within this design handbook (located in the last section). Describe your proposed improvements in detail and submit the application with eight (8) sets of plans and/or sketches of the proposed work, historic and current photos of the property, and color and/or material samples where appropriate. Proposals and applications should be submitted to the City’s Zoning Administrator at Public Works Department, Municipal Building, 300 La Crosse Street, Wisconsin Dells, WI 53965.

The process for attaining a Certificate of Appropriateness is described below. Any issuance of a Certificate of Appropriateness shall not relieve the applicant from obtaining other permits or approvals required by applicable federal, state or local code.

**COA Issuance - Minor Project**

Within five (5) business days from receiving the application for a MINOR project (see side bar for minor work items), the Zoning Administrator shall respond to the submittal, either by issuing a Certificate of Appropriateness (COA) or providing an explanation of how the submittal does not meet the standards. If a COA is not issued, the applicant may either revise and resubmit the application, or present your proposal in person at a meeting of the Design Review Committee (DRC), to be scheduled by the Zoning Administrator. The DRC will evaluate the proposed project per these Design Standards and will recommend to the City’s Zoning Administrator to either approve, approve with conditions, or deny the COA application. If the COA application has been denied by the DRC, the applicant can make an appeal to the City’s Board of Appeals (see the side bar on the next page).