



**CITY PLAN COMMISSION**  
**CITY OF WISCONSIN DELLS**  
**MUNICIPAL BUILDING-300 LACROSSE STREET**  
**JULY 11, 2019**

Mayor Wojnicz called the meeting to order at 5:00 PM. Notice of the meeting was provided to the Dells Events, WNNO/WDLS Radio, and posted in accordance with State Statutes.

1. Present: Mayor Ed Wojnicz, Ald. Mike Freel, Fire Chief Pat Gavinski, Chris Lechnir, Lisa Delmore, Phil Helley, and Ted Theiler  
 Others: City Planner/Zoning Administrator Chris Tollaksen, Asst. City Attorney Joseph Hasler, DPW Office Clerk Monica Dorow-Leis, Public Works Director David W. Holzem, City Clerk Nancy R. Holzem, Treas. Karen Terry, Ald. Marshall, Ald. Anderson, Dan Anchor, Kevin Ricks, Debra and Bill Nehring, Gayelynn Plaster, Darcy Bloom, Braden Ricks, Jamie Danee, Corena Ricks, Lisa McClyman, Cory Buye, Mark Sweet, Tom Heller, Marie Phillips, Tory Wolfram, Brad Preisel, Zac Zastava, Diane Zastava, Alva Smith, Jim Moritz, RW Steinweg, Betty Zimmerman, Jenna Loda Eddy, Barbara DeBaere Poppy, Mark Brown, Justin Draper, Wade Bernander, Tara Anchor, and Clayton Rosenberg
  
2. Motion by Gavinski and seconded by Theiler approve the June 10, 2019 meeting minutes. Motion carried.
  
3. Mayor Wojnicz declared the public hearing open for anyone to speak for or against the closure of Elm Street from Broadway south to the alley. Mayor Wojnicz summarized the history of how we got to this point. Roger Brooks Downtown Branding, Development and Marketing Action Plan for Wisconsin Dells had a presentation about 4 years ago. This plan included a plaza that was added on the 800 Block of Oak Street, which was successful, but not accepted by city residents. The city had taken out a stoplight and added a boat on Oak Street. Downtown is still successful, but needs more to the east on Broadway. Wojnicz said an opportunity came up where Kevin Ricks came up with an idea where Ricks has offered to purchase the entire block of the Chalet and Bavarian Village with the caveat that the city give him the parking lot to the south and moving the plaza to Elm Street. Mayor Wojnicz read a letter from Jackie and Dick Novinska opposing this request. Others that spoke against this request included Bill Nehring, Gayelynn Plaster, Darcy Bloom and Betty Zimmerman.  
OPPOSING comments included:
  - The closure of a city street year round to accommodate a 2-3 tourist season (and select businesses) is very unfair to resident taxpayers that need to use those streets every day year round. (Novinska with Bill Nehring agreeing to the same things listed in this letter)
  - 10-12 current businesses including theirs have invested money to their current location in the Chalet and becoming displaced and may have to relocate. There would be loss of customer parking and the pedestrian crosswalk at that intersection is already busy and dangerous without stoplights. Resident and business property owners Darcy Bloom and Gayelynn Plaster from Made with Love and a Betty Zimmerman, representative from Carr Valley Cheese spoke.
  - Gayelynn Plaster said they opened Made with Love March 1, 2019 and has invested money in signage, security, etc that they will never be able to recoup. She is concerned about the tax dollar revenue. As a businessperson with a business degree, she said tax dollars are never going to be recouped for all of the merchandise sold at the 12-20 businesses with one Wizard Quest business and the loss of parking revenue. She suggested a location for the plaza to be next to the candy shop across the street, because that is where they are all going.
  - Bill did not see many people at the Oak Street location and does not see the value of closing off another street in hopes to get people down there for entertainment. At the west end of Broadway, they now have entertainment with the view of the river, which is bringing in people. He said the closing of Elm may be more of a detriment and is totally against it. (Bill Nehring)
  - Betty Zimmerman, representing Carr Valley Cheese said that places like Myrt & Lucy's, Beef Jerky and themselves have established their businesses and asked why the city would be willing to lose all these businesses in Downtown, all for one other business.

- Steinweg said it would be the same mess as Oak Street. It would block traffic flow & parking areas. He said with a slight change to design presented, there could be access to parking in the lot and parking south to Washington Avenue. He suggested making Elm Street 1-way southbound traffic with right turn only off Broadway for access to parking, with angled parking to Washington Avenue. He said the original reason the parking lots were developed in the first place was that the boat companies did not have enough parking space for their customers. The need for parking has never changed and never will and said the parking fees paid for these lots. He said this project might need to be scaled down and to come up with a better solution.

People speaking FOR this included the following:

- Mark Sweet of Frozen Bear said the area needs this type of development to rejuvenate the area. He respects the business owners that have spoken that are succeeding. He had owned Out of the Wood business located in the Chalet. He has also been in the position where he has been forcibly asked to leave due to similar circumstances over the years and knows what it is like. He said to look at it as an opportunity and not a loss, if the project moves forward.
- Kevin Ricks is already a current part of the business community and very involved with the community, including the BID Committee, Visitors Bureau and the Economic Development Committee, among other things. (Sweet)
- Kevin Ricks has a good plan. Ricks estimated 250,000 visitors, and even if the estimate were only 100,000, it would be a win-win situation. (Brown)
- Look at what the professionals say. The plaza is not a matter of when it needs to be done, it is a matter of this needs to be done. (Draper)
- Tara Anchor (BID Chairperson) said this project would allow people to go downtown, stay longer downtown, and spend more money. Try to keep open mind as to what it would mean to downtown. The parking lot would be an incentive. This would be an asset to the community and visitors and the high caliber of Ricks and his team can do.
- Does not see emergency detriment and does not object to the closure on Elm Street. (Wolfram)
- There is plenty of parking in the other parking lot across from his business on the north side of Broadway. He said the parking lot north of Broadway is rarely full. (Rosenberg)
- If every time something failed and everyone quit, then nothing would ever happen. The boat plaza on Oak Street was one project. It went bad and time to move on and try something else. (Moritz)

With no one else speaking for or against the matter, Mayor Wojnicz declared the public hearing closed. Motion carried.

4. Mayor Wojnicz said this is only one part of the process. The project as a whole includes several factors including:
1. An accepted purchase price
  2. The City parking lot south of the Chalet
  3. Closure of Elm Street south of Broadway to the alley (There is a major sanitary sewer system at this location)

Kevin Ricks presented his plan and said his mindset is always GROWTH. He would not be open to cutting the size of the plaza in half. At this meeting, he is going for approval to the closure of the street. Included in the Plan Commission Agenda packet were designs. If the approval goes thru, they are proposing the city to purchase the blue mosaic tiles, with his team installing these tiles. Ricks said his team would keep the plaza clean and would take care of setting up and taking down the chairs, tables, and umbrellas. He said the city would supply the cleaning supplies such as garbage bags. Kevin would like to propose the inclusion of ground lighting. He said the ground lighting would most likely increase the length of the season. He said Gatlinburg, TN increased their season from 5 months to an 11 months season with ground lighting. They would be creating something the city does not have and the opportunity to grow past the 400 Block of Broadway.

Ald. Freel said he is against closing the public street. He said he is not opposed to working with Ricks with the parking lot and added that he is for the concept and business. He is not opposed to working with maybe putting the plaza on the other side of the street in an area that is not a parking

lot. He said public safety is always a concern. Delmore does not seem to have an issue with the closing of the street. Delmore said they have good relations with the business neighbors that have spoke in favor at this meeting. Helley said there has not been this opportunity where someone is willing to make this kind of investment and there is no one standing in line to do the same. Fire Chief Gavinski was not concerned from the Public Safety aspect, but concerned with the traffic mobility side of it. He pulled numbers from 2011 where 940 cars that used that section of Elm Street. He added that Oak Street (where the previous plaza was located at) had 1,200 cars. He agreed with the city needing a plaza, but not at this location and not sure closing a road is the answer. Chris Tollaksen said another option may be the Trumble Lot, but Ricks said that would not be an option and would kill the deal.

Motion by Delmore and seconded by Lechnir recommend to council approve the closure of Elm Street from Broadway South to the alley. Upon roll call vote, motion carried 5-2 with Freel and Gavinski voting no. This is contingent on the project going forward. Motion carried.

5. Motion by Theiler and seconded by Freel recommend to council approve amending the Conditional Use Permit to Dells Adventure Development for the use of two (2) storage container on Sauk County Parcel 291-0133-1000 at 600 Trout Road contingent on fencing must be constructed so that the containers are not visible from the roadway. Color should match the existing fence and not be yellow or red. Motion carried.
6. Jason Hallowell formally withdrew his request at Mondays' Public Works meeting.
7. Item for referral: There may be an application for overnight rentals for an Airbnb.
8. Scheduled is the next Plan Commission meeting on Monday, August 12 at 5:00pm.
9. Motion by Theiler and seconded by Freel to adjourn. Motion carried and the meeting adjourned at 6:32pm.

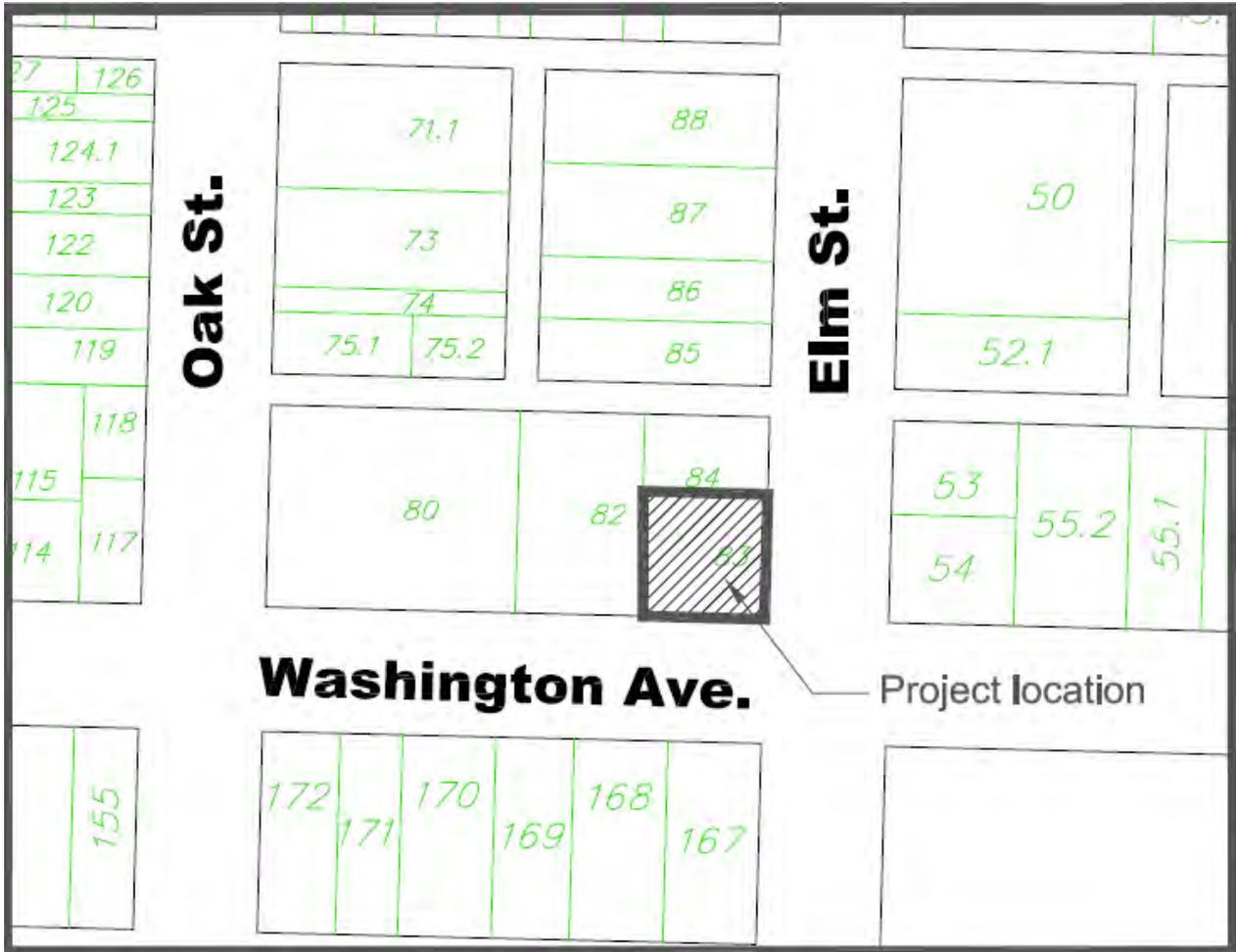
---

Monica Dorow-Leis  
Public Works Office Clerk

**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City of Wisconsin Dells Plan Commission will hold a Public Hearing on **Monday, August 12, 2019 at 5:00PM** 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(8) requested by Connie Flackey to allow "Overnight lodging" (i.e. per night rental) in the house at 709 Elm St. which is Columbia Co, City of Wis. Dells tax parcel 11291-83. This property is zoned C-2 Commercial-downtown, which requires a CUP for "Overnight lodging" per Chapter 19 Article 5 Division 3 of the Municipal Code. 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 19th of July 2019  
 Chris Tollaksen  
 City of Wisconsin Dells

Publication Date:  
 July 25, 2019  
 August 1, 2019

709 Elm St (Parcel 11291 83)  
Conditional Use Permit - Overnight Lodging  
Vacation rental of home  
Staff report for Plan Commission 081219

The City of Wisconsin Dells has received a Conditional Use Permit application from Connie Flackey to allow Overnight rentals at 709 Elm St. (Parcel 11291-83). This property is in the C-2 Commercial-downtown Zoning District, which requires a Conditional Use Permit per the City of Wisconsin Dells zoning code.

As an existing home this use should not have any significant effect on traffic flow, the natural environment or future development of the area. This house is at the edge of the downtown commercial zone, on the N-W corner of Elm and Washington. To the west of this property is the funeral home, but around the other three sides are residences. Overnight vacation rentals of single family homes present similar issues as employee housing facilities. The existence and extent of these issues lies primarily in the management of the property. If this house were to be a "party house", it could create a substantial nuisance to surrounding properties and create issues for the City. This house is in a surrounded by a mix of residences and a motel.

The applicant had stated the home has 3 bedrooms and 1 bathroom. The maximum occupancy of the overnight rental will be 9 people, and that the house would be rented to one group at a time. Individual bedrooms would NOT be rented to different groups. The parking requirement for a motel is 1 parking space per room, so this 3 room house should have 3 parking stalls. This house has an existing driveway that appears to be able to handle 5 cars.

As a commercial rental, the applicant shall pay PRT & room tax on the rental of the commercial unit. The applicant shall provide the City with their identification numbers and clearly report the tax payments for this facility to the city. It is also noted that the City removes snow from the roads in this area. After plowing the snow is removed from the street and trucked away. This snow removal cost is billed back to all commercial properties based on lineal frontage. As a commercial use, this property will be subject to these snow removal charges.

The applicant for this property intends to book short term rentals of this facility through web-sites such as Airbnb and VRBO. The applicant lives in the City, will be the official manager, and will be responsible to correct any nuisances that may occur on the property. It should be made clear to the applicant that violation of conditions, poor management of the facility, or the creation of nuisances from this overnight use will result in revocation of the use permit. At a minimum, if the facility is cited as a "Chronic nuisance property", if the applicant does not address the nuisances to the satisfaction of the City.

Due to the relative uniqueness of this use in the City, the issues this use has caused in the Village of Lake Delton, and the importance of the management of the use; it may still be

prudent for the granting of this permit to be non-transferrable and any new owner or operator of the property will have to obtain a new CUP.

As such, approval of this **CUP** should carry the following contingencies:

1. The building inspector ensures there are no code or safety issues with the house
2. The applicant obtains and remains current with a State of Wisconsin ATCP Tourist Rooming House license.
3. The overnight rental of the house will be subject to PRT & room tax and the applicant is responsible for providing clear accounting of the rental of this property.
4. As a Commercial use, this property will be subject to snow removal billing.
5. Any nuisances are addressed to the satisfaction of the City, including but not limited to noise, maintenance, and parking. Failure to address nuisances to the City's satisfaction can cause this permit to be revoked.
6. Applicant abide by the following restrictions:
  - a. Owner provides current, local, primary contact information to the Police Department and Zoning Office.
  - b. Renters sign an agreement not to cause excessive noise, not to trespass on neighboring property, and not to cause any other nuisance
  - c. This permit is non-transferrable, any new owner or operator of the property will have to obtain a new Overnight Lodging permit.

Chris Tollaksen  
City of Wisconsin Dells  
08/12/2019

## 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.

- Office Use Only -

Initial application fee	\$525.00
Receipt number	69711
Application number	COP 6-209

**1. Applicant information**

Applicant name Connie Flackey  
 Street address 709 Elm St.  
 City Wis. Dells  
 State and zip code WI 53965  
 Daytime telephone number (608) 535-4895  
 Fax number, if any \_\_\_\_\_  
 E-mail, if any cflackey@hotmail.com

**2. Subject property information**

Street address	<u>709 Elm St.</u>	
Parcel number	<u>11291-83</u>	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)	<u>Commercial</u>	
Describe the current use	<u>Residential</u>	

**3. Proposed use.** Describe the proposed use.

Vacation Rental - entire use of 1<sup>st</sup> & 2<sup>nd</sup> floor  
 (Would not have access to basement or attic)

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

Daily/weekly rental use to families on vacation

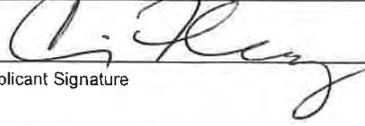
**CONDITIONAL USE APPLICATION**  
**Wisconsin Dells, Wisconsin**  
 Version: May 21, 2007

--

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.

	7/1/19
Applicant Signature	Date

<b>Governing Regulations</b>	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.

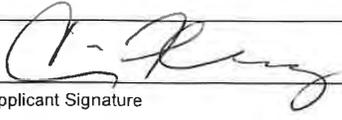
If a cash deposit is used to guarantee reimbursement, the City will periodically deduct from the cash account such amounts necessary to pay for eligible costs and submit a written statement to the applicant. If a letter of credit is used, the applicant agrees to pay such amounts as invoiced within 7 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.

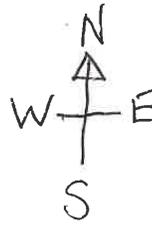
If remaining monies in the cash account are insufficient to pay for current and reasonably anticipated eligible costs, the applicant agrees to deposit additional monies into the cash account in an amount as set by the zoning administrator. If the principal amount of the irrevocable letter of credit is 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.

	7-1-19
Applicant Signature	Date



709 Elm St - Proposed Vacation Rental

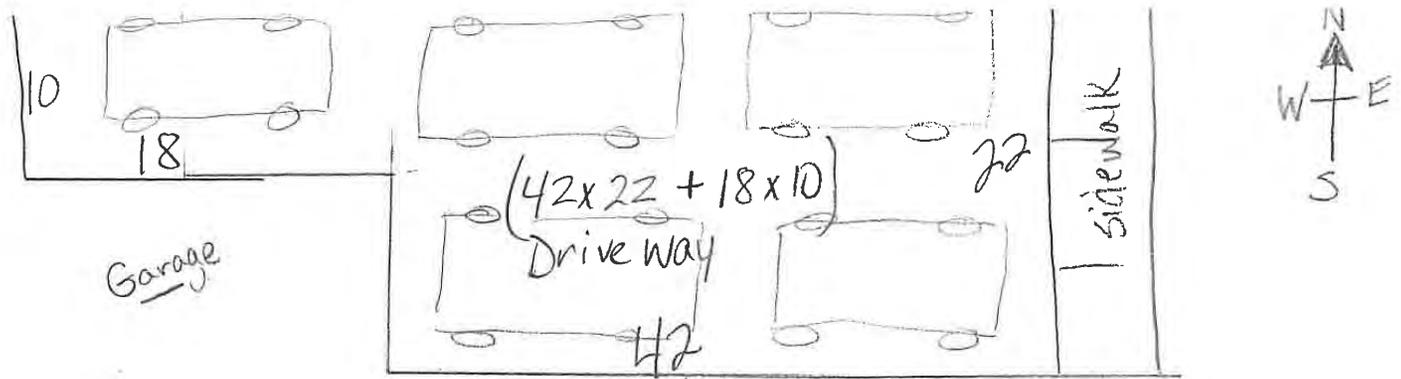
Parcel # 11291-83

Sec 3, T13N, R6E ; Sec.10, T13N, R6E

S 80' of Lots 20 & 21, Blk 66, Kilbourn City



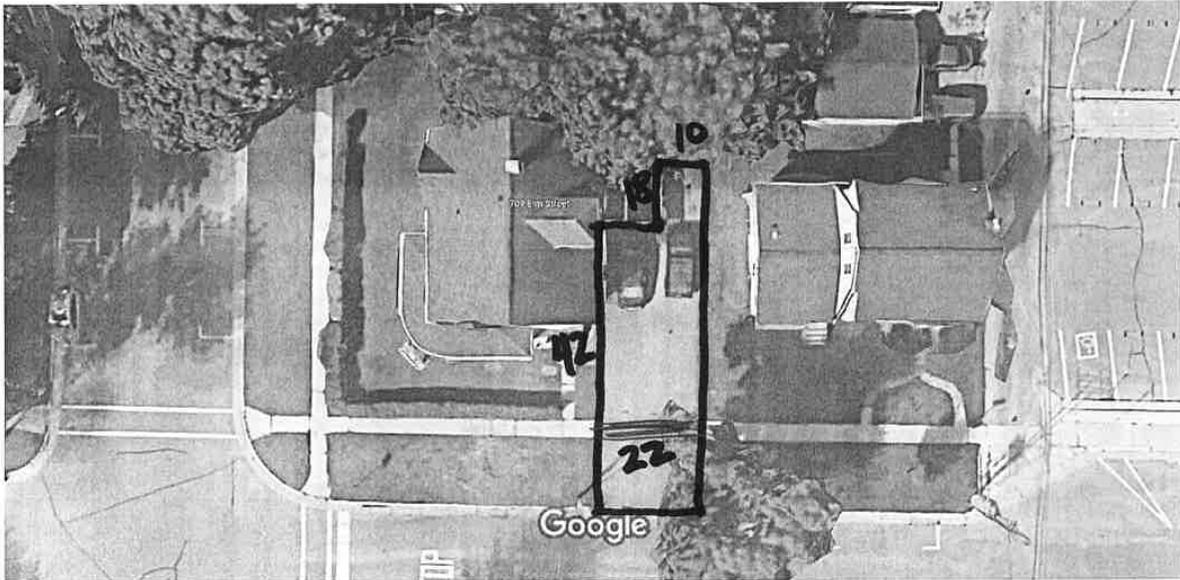
□ Subject Property  
709 Elm St.



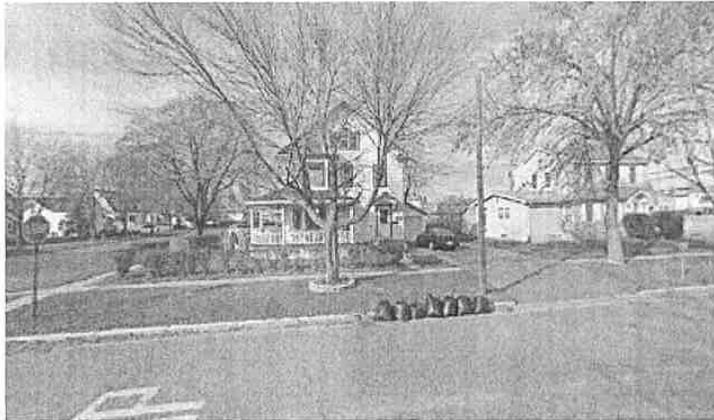
709 Elm St. Proposed Vacation Rental

Floor Plan with Room Measurements & Driveway measurements  
 (Approx. 1700 sf) (Parking for 5 vehicles)

Google Maps 709 Elm St



Imagery ©2019 Google, Map data ©2019 10 ft



Driveway/Parking Measurements

709 Elm St  
 Wisconsin Dells, WI 53965

-   
Directions
-   
Save
-   
Nearby
-   
Send to your phone
-   
Share

J6GG+GX Wisconsin Dells, Wisconsin

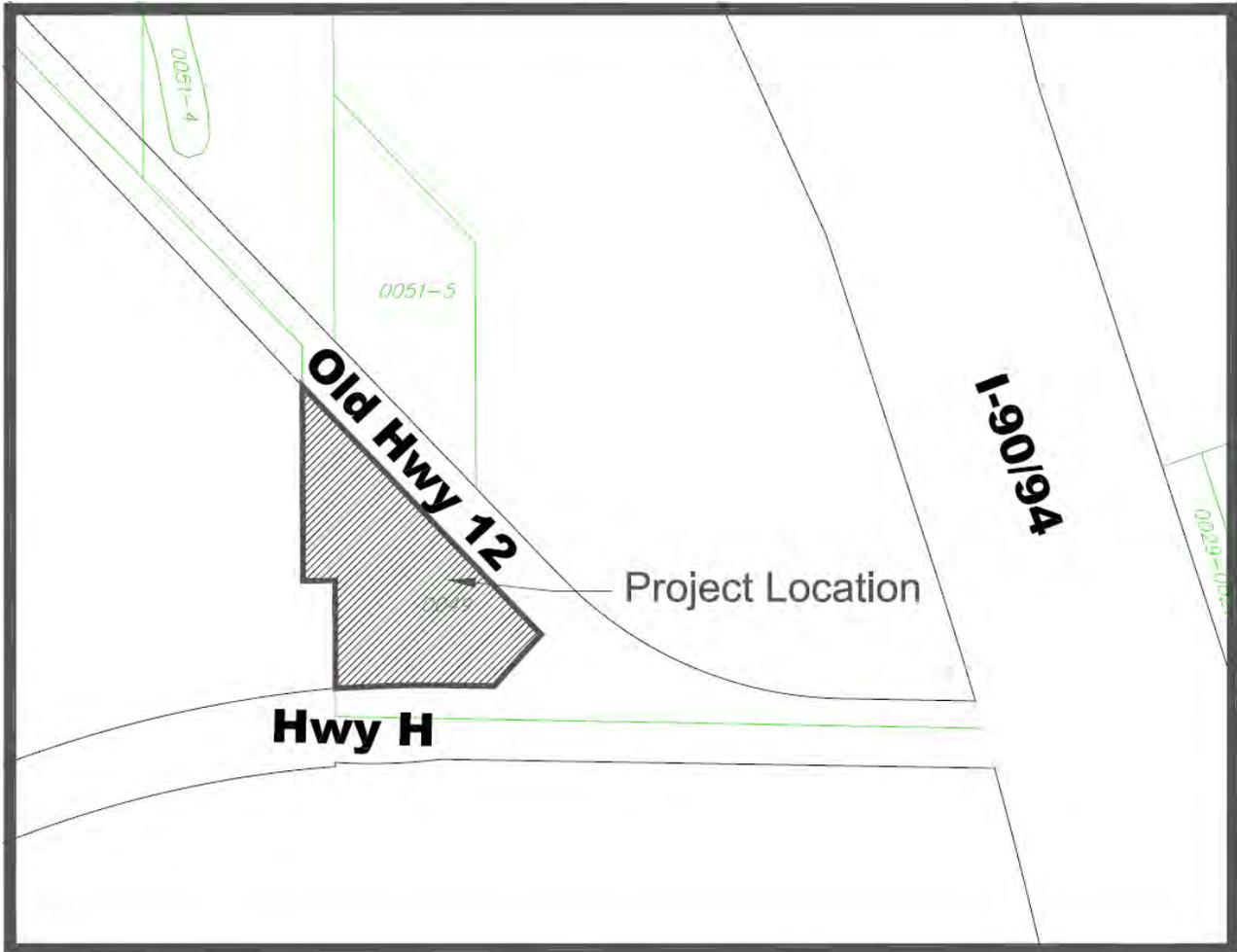
Photos

<https://www.google.com/maps/place/709+Elm+St,+Wisconsin+Dells,+WI+53965/@43.62...> 7/16/2019

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Wisconsin Dells Plan Commission will hold a Public Hearing on **Monday, August 12, 2019 at 5:00PM** 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(8) requested by Chris Alexander to allow another "Mini Storage Facility" building at 919 County Hwy H. which is Sauk Co, City of Wis. Dells tax parcel 291-0049-00000. This property is zoned C-3 Commercial-highway, which requires a CUP for a "Mini storage facility" per Chapter 19 Article 5 Division 3 of the Municipal Code. 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 19th of July 2019  
Chris Tollaksen  
City of Wisconsin Dells

Publication Date:  
July 25, 2019  
August 1, 2019

919 County Hwy H (Parcel 291-0049-00000)  
Conditional Use Permit – Mini Storage Facility  
Staff report for Plan Commission 081219

The City of Wisconsin Dells has received a Conditional Use Permit application from Chris Alexander to allow the construction of an additional Mini Storage Facility building at 919 County Hwy H (Sauk Co, City of Wisconsin Dells Tax Parcel 291-0049-00000). This property is in the C-3 Commercial-highway Zoning District, which requires a Conditional Use Permit per the City of Wisconsin Dells zoning code.

This Site already houses a 50ft x 150 ft foot mini-storage facility building. This application is to install an additional 40ft x 100 ft building. After having the property surveyed, the applicant has reduced the building size to 40ft x 70 ft to fit in the available space.

Mini-storage facilities are a Conditionally Permit Use in this Zoning District, thus a CUP is required to expand the use on this property. The standards for a Mini-Storage facility require a minimum lot size of 2 acres. This lot is approximately 1.84 acre. As this use is already established on this facility, it seems reasonable to allow an expansion of the use, as long as all the other set-back requirements can be met.

These requirements include a building setback of 20 ft from the road Right of Way, and ten feet from the neighboring properties; a 5 ft set-back for any motor vehicle use from any lot line, and minimum drive aisle widths of 12 ft for one way traffic and 24 feet for 2-way traffic. The current standards require that all drive aisles are paved. The applicant has stated that they will pave the drive aisles around both the new and the old building.

The main concern with this proposal is fitting the proposed building on the site. The proposed building appears to be too large to comply with full set-back requirements. In fact, in order to meet the set-backs, the new building will only be able to accommodate a single drive aisle around the side of the building adjacent to the roadway. It seems likely that some people accessing their units near the entrance/exit to the public road, would like to drive from their unit back to the exit without having to go all the way around the building. It may be prudent to reduce the size of the building to allow 2-way drive aisles all the way around the building. Obviously, for business reasons the applicant would like to maintain the maximum building size possible. At the very least the applicant shall clearly indicate the location and direction of 1-way traffic.

It is also noted that the road Right of Way for this property has not been formally dedicated. Any approval of this project should be contingent on the applicant formally dedicating the Right of Way to the public.

As an existing use at this Site, this use should not have any significant effect on the natural environment, future development of the area, or off-site traffic. It is noted that this general area has been prone to flooding, particularly the property to the east of this property. Generally full storm water plans are not required for projects that do not disturb less than 1 acre of property, as is expected with this project. However, due to the history of flooding in this area, the final site plan for this project should make some effort to evaluate and address the storm water on this site.

As such, approval of this **CUP** should carry the following contingencies:

1. The applicant bring the existing facility into compliance with the paving requirements.
2. The applicant formally dedicated the existing road Right of Way to the public.
3. Any nuisances are addresses to the satisfaction of the City, including but not limited to maintenance, traffic, parking, and storm water.

During the platting of this site it discovered that there are private utility easements over this property for the Cell tower located on the west side of the property. It also appears that some of the utilities installed to serve the tower were not installed within the easement. As the applicant is a new owner of the property, they have just recently made contacted with the Cell Tower owners to work out the Site issues. As such, the owners are looking for Use approval at this time, and may have to come back with an updated Site plan.

An initial review of the Site seems to indicate that many of the issues could be resolved if the building size is reduced to 30 ft x 70 ft. If no other issues arise during the administrative review of this project, the Committee could approve the preliminary Site plan for a smaller building as contingent on City Staff approval of the final Site Plan.

If a smaller building is required, the applicant would like to explore added a second building north of the Cell Tower site. It appears this may be possible, but this new building and drive aisle, which would have to include a turn-around, could be rather close to adjoining residence. It seems reasonable to ensure a buffer remains between the proposed building and the adjacent residence. The Zoning code set-back for this area is 20ft from a residentially zoned parcel. It seems reasonable to require a minimum 20 ft set-back and the maintenance of a visual screen, such as trees and/or a fence.

Approval of the Site Plan at this time should carry the following contingencies:

1. The final Site Plan allows for a minimum of 24 ft wide, 2-way drive aisles.
2. And adequate buffer is maintain between any new building and neighboring residential properties.
3. The final Site Plan is approved by the Easement holder.
4. The final Site Plan is approved by City Staff. City staff reserve the right to require full Committee and Council approval of the Final plan if they deem necessary.

Chris Tollaksen  
City of Wisconsin Dells  
08/12/2019

**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.

- Office Use Only -

Initial application fee	<b>\$525.00</b>
Receipt number	69708
Application number	_____

**1. Applicant information**

Applicant name Chris Alexander  
 Street address 436 Wisconsin Dells PKWY  
 City Lake Delton  
 State and zip code WI 53940  
 Daytime telephone number 608-381-4799  
 Fax number, if any \_\_\_\_\_  
 E-mail, if any chris@soldinwi.com

**2. Subject property information**

Street address	919 County Hwy H	Fela Sign N Store LLC
Parcel number	0049-00000	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)	Commercial	Note: the Zoning map can be found on the "Planning & Zoning" Department page of the City web-site: <a href="http://www.citywd.org">www.citywd.org</a>
Describe the current use	Mini Storage units, Cell/radio Tower	

**3. Proposed use.** Describe the proposed use.

-Adding additional 50x100 mini storage building.  
 -Paving of current gravel base material with asphalt in-between buildings and aprons.

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

No general hours of operation. No known additional effects on surrounding properties.

**CONDITIONAL USE APPLICATION**  
**Wisconsin Dells, Wisconsin**  
Version: May 21, 2007

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.

No additional. Building location to be towards Old Hwy 12 away from hwy H

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.)

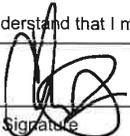
- a. Consistency of the proposed use with the city's comprehensive plan and neighborhood plan or other subarea plan, if any  
**Compliant with current uses and additional tax revenue based on expansion**
- b. Effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site  
**None as building will be on backside of property**
- c. The suitability of the subject property for the proposed use  
**Excellent as building will match current use/uses**
- d. Effects of the proposed use on the natural environment  
**Minimal as land is relatively level. No additional grading will need to be done to accommodate new building**
- e. Effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances  
**No change**
- f. Effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the district  
**No additional effects to surrounding property as it will be consistent with current use**
- g. Effects of the proposed use on the city's financial ability to provide public services  
**None, will add tax base revenue to property**

**CONDITIONAL USE APPLICATION**  
**Wisconsin Dells, Wisconsin**

Version: May 21, 2007

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**

<ul style="list-style-type: none"><li>◆ I certify that the application is true as of the date it was submitted to the City for review.</li><li>◆ I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with the agreement below.</li></ul>	
	7/01/19

Applicant Signature

Date

<b>Governing Regulations</b>	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.

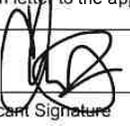
If a cash deposit is used to guarantee reimbursement, the City will periodically deduct from the cash account such amounts necessary to pay for eligible costs and submit a written statement to the applicant. If a letter of credit is used, the applicant agrees to pay such amounts as invoiced within 7 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.

	7/01/19
---	---------

Applicant Signature

Date

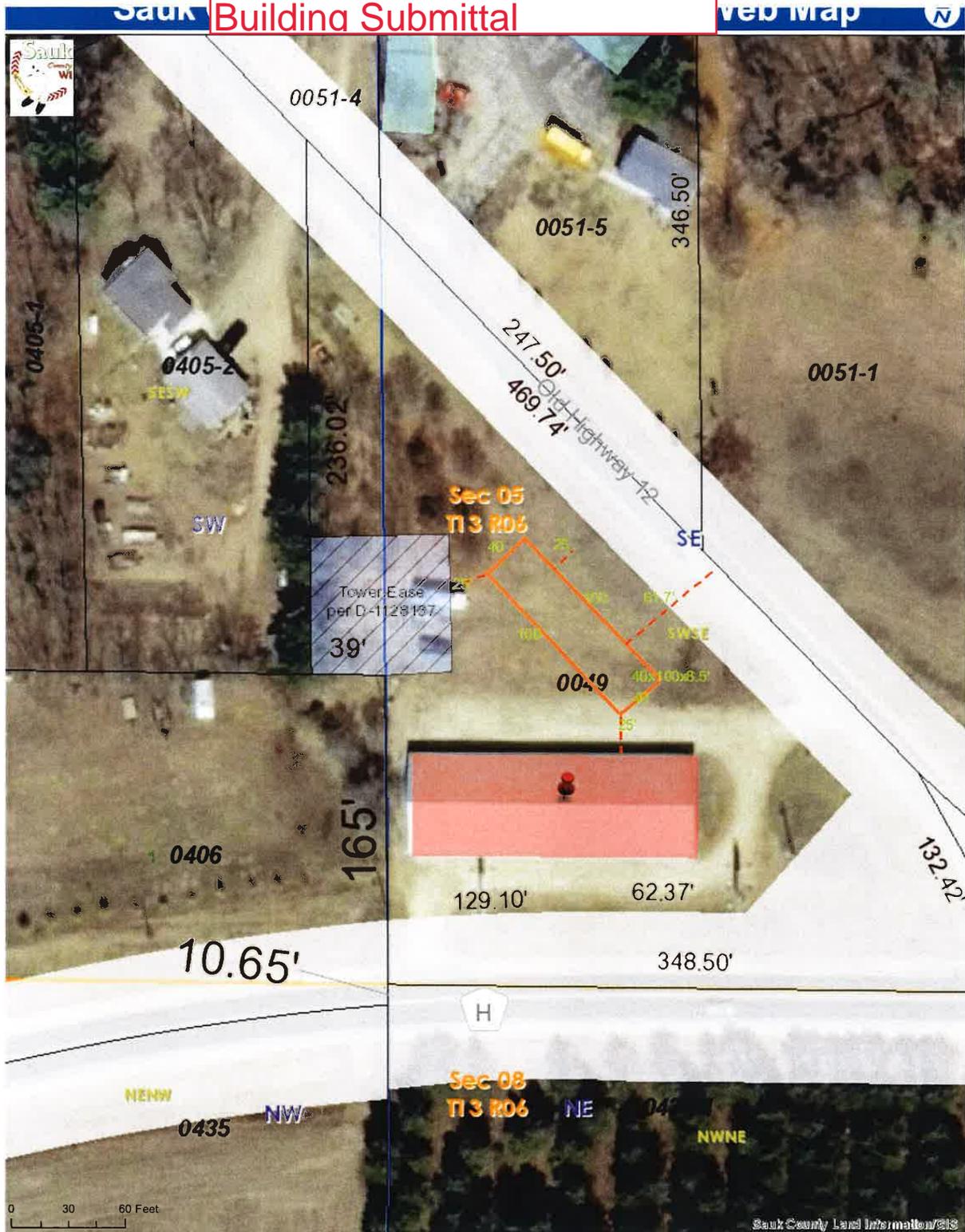
**CONDITIONAL USE APPLICATION**  
**Wisconsin Dells, Wisconsin**  
Version: May 21, 2007

**Project Map Checklist**

<b>Project Information</b>	<b>Included ?</b>
Project name (e.g., business name, subdivision name)	<input checked="" type="checkbox"/>
Applicant name	<input checked="" type="checkbox"/>
Preparation date	<input checked="" type="checkbox"/>
<b>Survey Information</b>	
North arrow and graphic scale	<input checked="" type="checkbox"/>
Address of subject parcel or legal description	<input checked="" type="checkbox"/>
Property boundaries	<input checked="" type="checkbox"/>
Acreage of subject parcel	<input checked="" type="checkbox"/>
<b>Project Development Information</b>	
Easements/rights-of-ways (location, width, purpose, ownership)	<input checked="" type="checkbox"/>
Common areas/conservancy areas (location, purpose, ownership)	<input checked="" type="checkbox"/>
<b>Setting</b>	
Property boundaries within 50' of the subject parcel	<input checked="" type="checkbox"/>
Land uses within 50' of the subject parcel	<input checked="" type="checkbox"/>
Zoning district boundaries within 50' of the subject parcel	<input checked="" type="checkbox"/>
Municipal boundaries within 50' of the subject parcel	<input checked="" type="checkbox"/>

<b>Site Features (Existing and Proposed)</b>	<b>Included ?</b>
Wetlands	<input type="checkbox"/>
Woodlands	<input type="checkbox"/>
Wildlife habitat, including critical wildlife habitat	<input checked="" type="checkbox"/>
Environmentally sensitive features	<input checked="" type="checkbox"/>
Water resources (rivers, ponds, etc.)	<input checked="" type="checkbox"/>
Floodplain boundaries	<input checked="" type="checkbox"/>
Environmental and man-made hazards including brownfields, contaminated sites, unstable soils, high groundwater, bedrock, high-pressure natural gas lines, and others as appropriate	<input checked="" type="checkbox"/>
Fences, buffers, and berms	<input checked="" type="checkbox"/>
Existing trees and other prominent vegetation	<input checked="" type="checkbox"/>
<b>Transportation Facilities (Existing and Proposed)</b>	
Streets	<input checked="" type="checkbox"/>
Driveways and road access onto public and private roads	<input checked="" type="checkbox"/>
Sidewalks / trails	<input checked="" type="checkbox"/>
<b>Buildings / Structures (footprint, use, etc.)</b>	
Existing and proposed within subject parcel	<input checked="" type="checkbox"/>
Existing within 50' of subject parcel	<input checked="" type="checkbox"/>

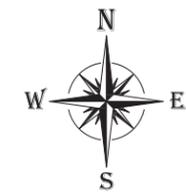
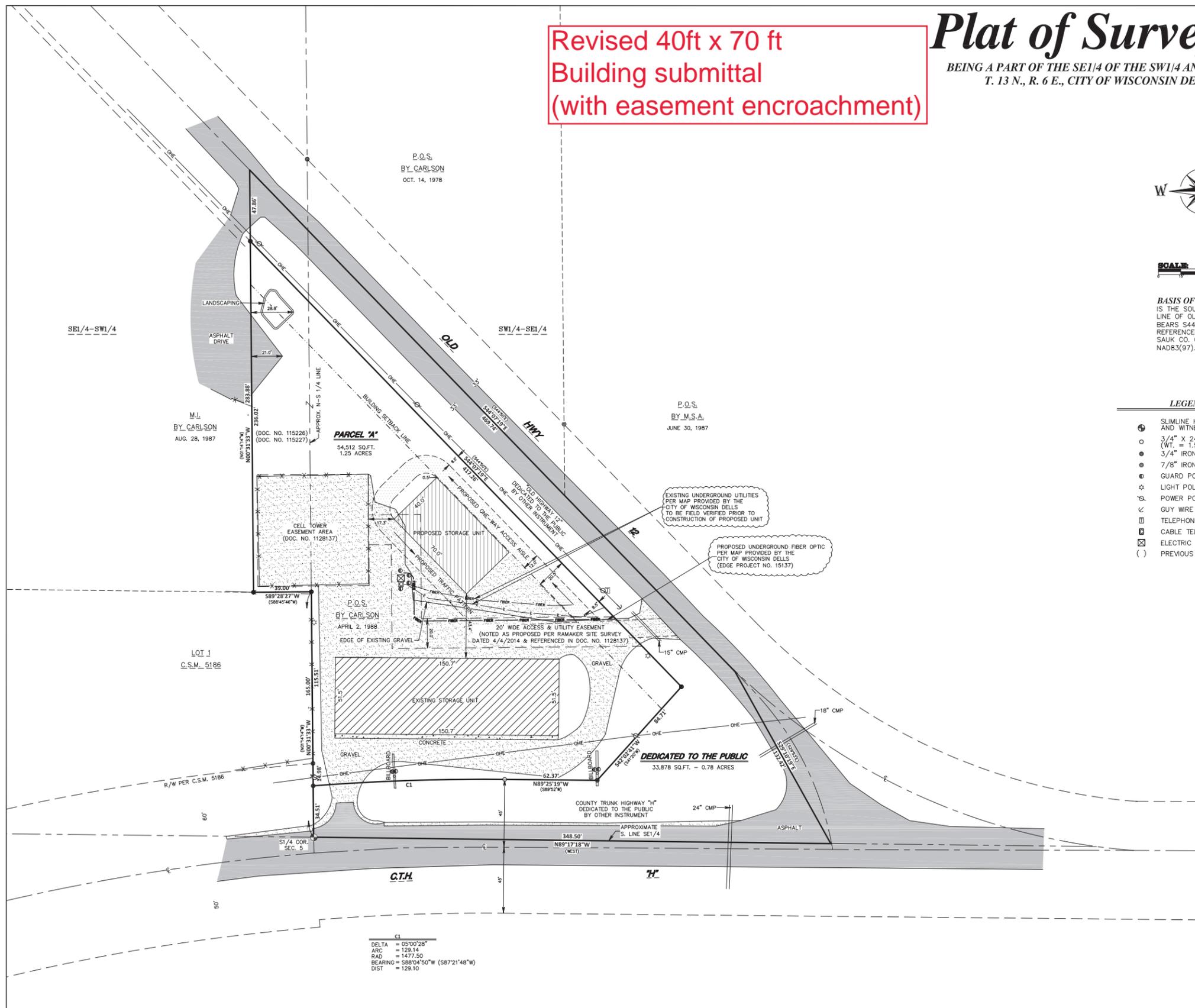
Original 40 ft x 100 ft Building Submittal



**Revised 40ft x 70 ft  
Building submittal  
(with easement encroachment)**

# Plat of Survey/Site Plan

BEING A PART OF THE SE1/4 OF THE SW1/4 AND THE SW1/4 OF THE SE1/4, SECTION 5,  
T. 13 N., R. 6 E., CITY OF WISCONSIN DELLS, SAUK COUNTY, WISCONSIN.



**BASIS OF BEARINGS:**  
IS THE SOUTHWEST RIGHT OF WAY  
LINE OF OLD HWY 12 WHICH  
BEARS S44°07'19"E AS  
REFERENCED TO GRID NORTH  
SAUK CO. COORDINATE SYSTEM  
NAD83(97).

- LEGEND**
- ⊕ SLIMLINE HARRISON MON. FND. AND WITNESSES FND. AND VERIFIED
  - 3/4" X 24" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
  - 3/4" IRON ROD FND.
  - ⦿ 7/8" IRON ROD FND.
  - ⊙ GUARD POST
  - ☆ LIGHT POLE
  - ⊕ POWER POLE
  - ⋈ GUY WIRE
  - ⊞ TELEPHONE PEDESTAL
  - ⊞ CABLE TELEVISION VAULT
  - ⊞ ELECTRIC BOX
  - ( ) PREVIOUS SURVEY OR RECORD INFO.

**CLIENT/OWNER**  
FELA SIGN N STORE, LLC.  
436 WISCONSIN DELLS PARKWAY  
WISCONSIN DELLS, WI 53965

**GROTHMAN & ASSOCIATES S.C.**  
LAND SURVEYORS

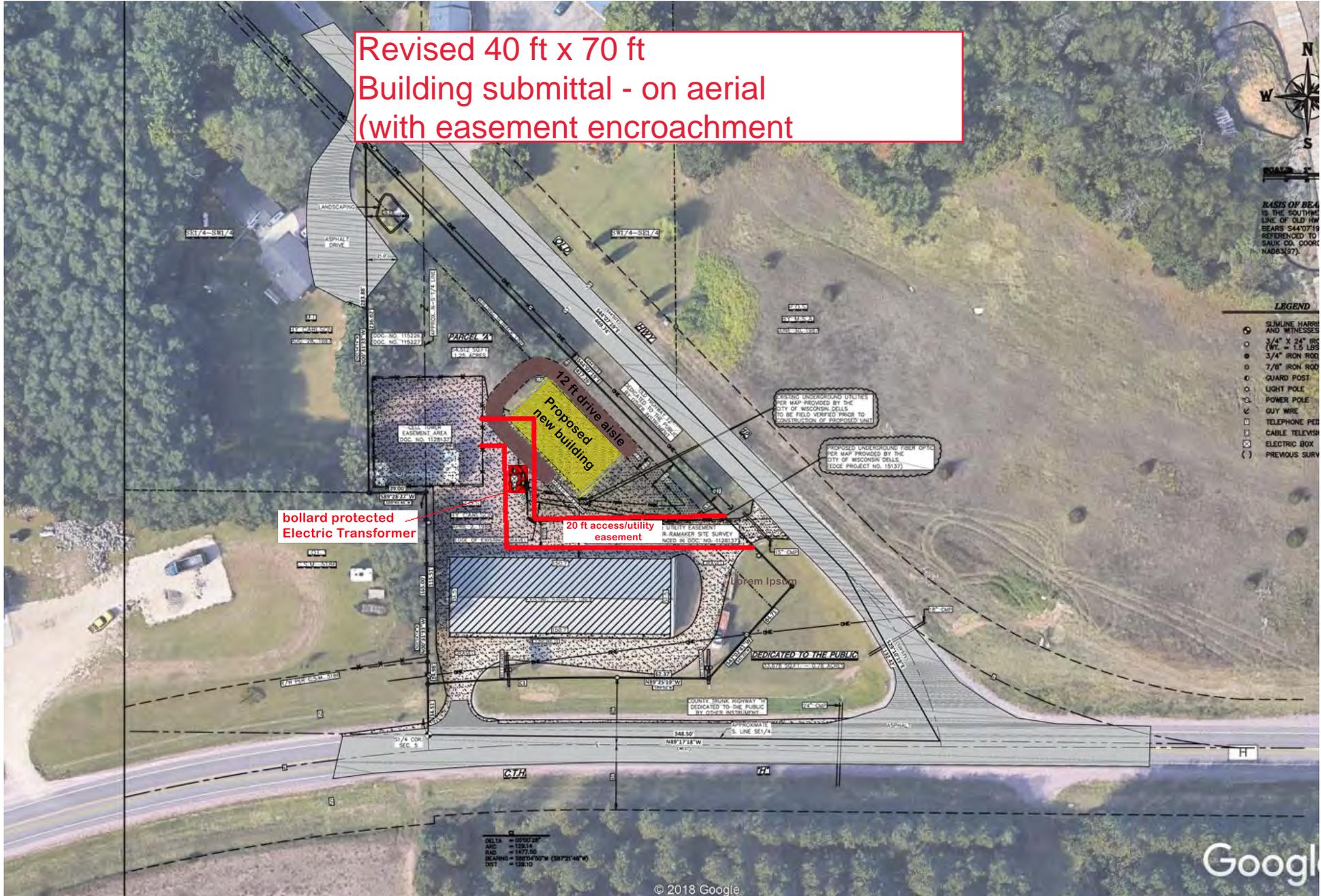
625 EAST SUFFER STREET, P.O. BOX 373 PORTAGE, WI 53901  
PHONE: PORTAGE: (608) 742-7788 SAUK: (608) 644-8877  
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com  
(RED LOGO REPRESENTS THE ORIGINAL MAP)

NO.	DATE	REVISION	BY	CHKD	SHEET	1 OF 1

THIS INSTRUMENT DRAFTED BY T. KASPER

**PLAT OF SURVEY/SITE PLAN FOR FELA SIGN N STORE, LLC.**  
**CITY OF WISCONSIN DELLS SAUK COUNTY, WISCONSIN**

FILE NO.	<b>719-398</b>
PROJECT NO.	<b>719-398</b>
DRAWING NO.	<b>719-398</b>



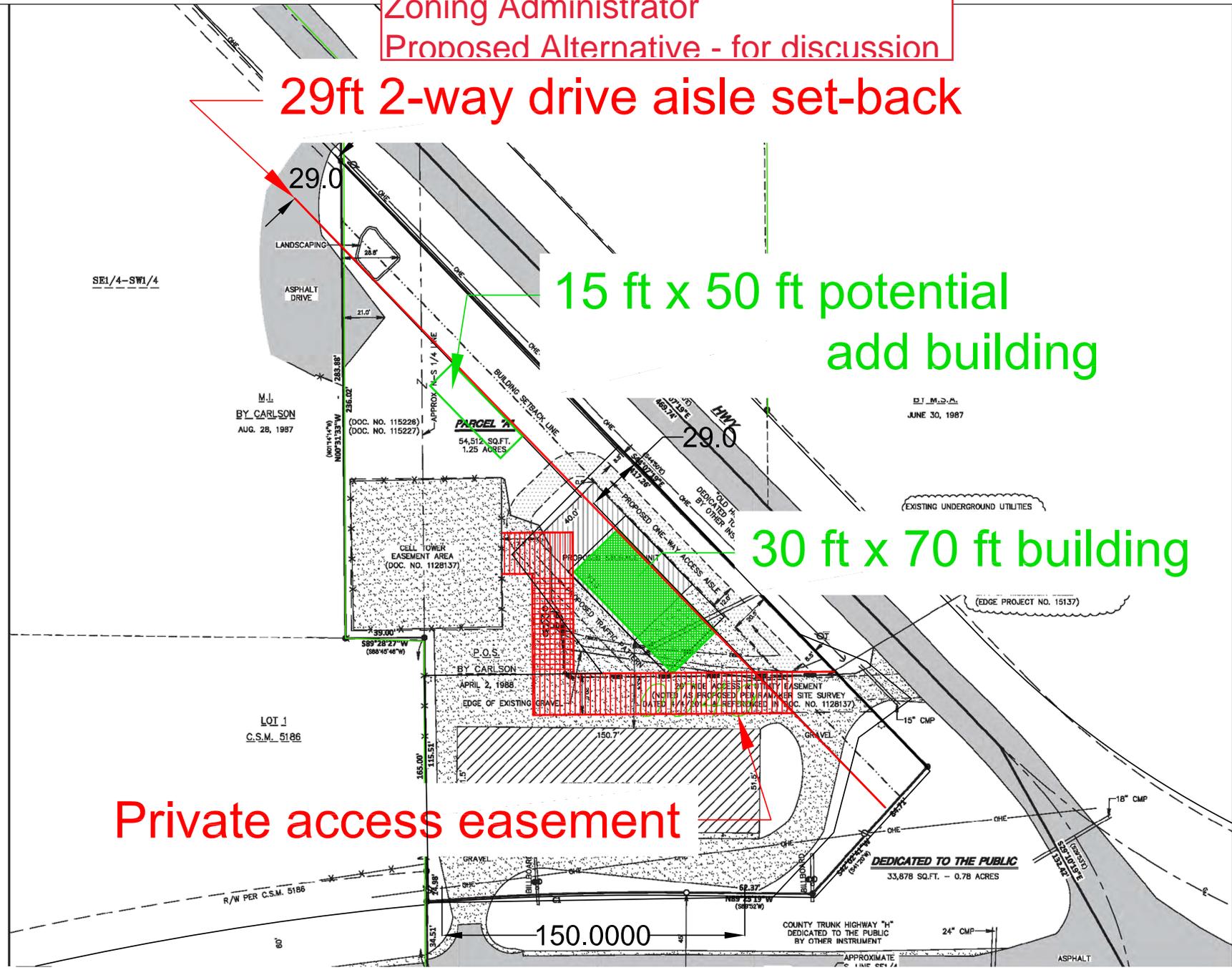
Zoning Administrator  
Proposed Alternative - for discussion

29ft 2-way drive aisle set-back

15 ft x 50 ft potential  
add building

30 ft x 70 ft building

Private access easement



# SITE PLAN APPLICATION

## Wisconsin Dells, Wisconsin

Version: February 27, 2008

Deleted: 1

**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 form from the zoning administrator.

**- Office Use Only -**

Initial application fee	
Receipt number	
Application number	

**1. Applicant information**

Applicant name Chris Alexander

Street address 436 Wisconsin Dells Pkwy

City Lake Delton

State and zip code WI, 53940

Daytime telephone number 608-381-4799

Fax number, if any \_\_\_\_\_

E-mail, if any chris@soldinwi.com

**2. Subject property information**

Street address	<u>919 County Hwy H</u>	<b>Fela Sign N Store LLC</b>
Parcel number	<u>00249</u> 0049-00000	<small>Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.</small>
Current zoning classification(s)	<u>commercial</u>	
Describe the current use	<u>Mini storage wharehouses</u>	

**3. Proposed use.** Describe the proposed use.

Mini Storage wharehouses

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

No general operating hours or additional nuisance conditions

**5. Potential nuisances.** Describe any potential nuisances 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 as building will be placed in rear of property

SITE PLAN APPLICATION  
Wisconsin Dells, Wisconsin

Version: February 27, 2008

Deleted: 1

6. **Review criteria.** In making its decision, the Plan Commission must consider five factors as listed below. Provide a response to each. (See Section 19.393 of the Municipal Code.)

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

IN accordance

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

None that can be observed additionally to current use/safety/efficiency

c. Effects of the project on the natural environment

Minimal as the land/lot is level currently. Some minimal grading and addition of base material will be needed in the dimensions of 100x100

d. Effects of the project on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances

None known/current

e. The overall appearance of the project

Will be in accordance with scope, colors, and features of current building already in place

f. 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.

NA

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.

NA

3. Common open space areas are designed and located within the project to afford use by all residents of the

## SITE PLAN APPLICATION Wisconsin Dells, Wisconsin

Version: February 27, 2008

Deleted: 1

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.

NA

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.

NA

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

NA

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.

NA, No trash collection on site

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.

07/01/19

Applicant Signature

Date

**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.

3 of 5



**SITE PLAN APPLICATION**  
**Wisconsin Dells, Wisconsin**

Version: February 27, 2008

Deleted: 1

**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.

07/01/19

Applicant Signature

Date



# SITE PLAN APPLICATION Wisconsin Dells, Wisconsin

Version: February 27, 2008

Deleted: 1

## Site Plan Check List

Project Information	Included ? Yes / No
Project name (e.g., business name, subdivision name)	Y / N
Applicant name	Y / N
Preparation date	Y / N
<b>Survey Information</b>	
North arrow and graphic scale	Y / N
Address of subject parcel or legal description	Y / N
Property boundaries	Y / N
Acreage of subject parcel	Y / N
<b>Project Development Information</b>	
Easements/rights-of-ways (location, width, purpose, ownership)	Y / N
Common areas/conservancy areas (location, purpose, ownership)	Y / N
<b>Setting</b>	
Property boundaries within 50' of the subject parcel	Y / N
Land uses within 50' of the subject parcel	Y / N
Zoning district boundaries within 50' of the subject parcel	Y / N
Municipal boundaries within 50' of the subject parcel	Y / N
<b>Site Features (Existing and Proposed)</b>	
Ground contours when any slope exceeds 10 percent	Y / N
Wetlands	Y / N
Woodlands	Y / N
Wildlife habitat, including critical wildlife habitat	Y / N
Environmentally sensitive features	Y / N
Water resources (rivers, ponds, etc.)	Y / N
Floodplain boundaries	Y / N
Environmental and man-made hazards including brownfields, contaminated sites, unstable soils, high groundwater, bedrock, high-pressure natural gas lines, and others as appropriate	Y / N
Fences, buffers, and berms	Y / N
Pervious and impervious surfaces by type	Y / N
Site amenities (benches, fountains, etc.)	Y / N
Existing trees and other prominent vegetation	Y / N
Trees / shrubs to be planted, including a plant list and specs.	Y / N
Trees / shrubs to be retained	Y / N
<b>Outdoor Lighting (Existing and Proposed)</b>	
Location	Y / N
Fixture specifications	Y / N
<b>Utilities (Existing and Proposed)</b>	
Location	Y / N
Type (sewer, telephone, etc.) (buried or overhead, if applicable)	Y / N
<b>Stormwater Facilities (Existing and Proposed)</b>	
Location	Y / N
Specifications for each facility	Y / N
<b>Solid Waste Collection</b>	
Location	Y / N
Enclosed	Y / N

Transportation Facilities (Existing and Proposed)	Included ? Yes / No
Streets	Y / N
Driveways and road access onto public and private roads	Y / N
Sidewalks / trails	Y / N
Clear visibility triangles (location and dimensions)	Y / N
<b>Buildings / Structures (footprint, use, etc.)</b>	
Existing and proposed within subject parcel	Y / N
Existing within 50' of subject parcel	Y / N
<b>Signs (Existing and Proposed)</b>	
Location	Y / N
Specifications for each sign including type, height, dimensions, lighting, and other factors considered during the	Y / N
<b>Parking</b>	
Number of stalls	Y / N
Dimensions of stalls	Y / N

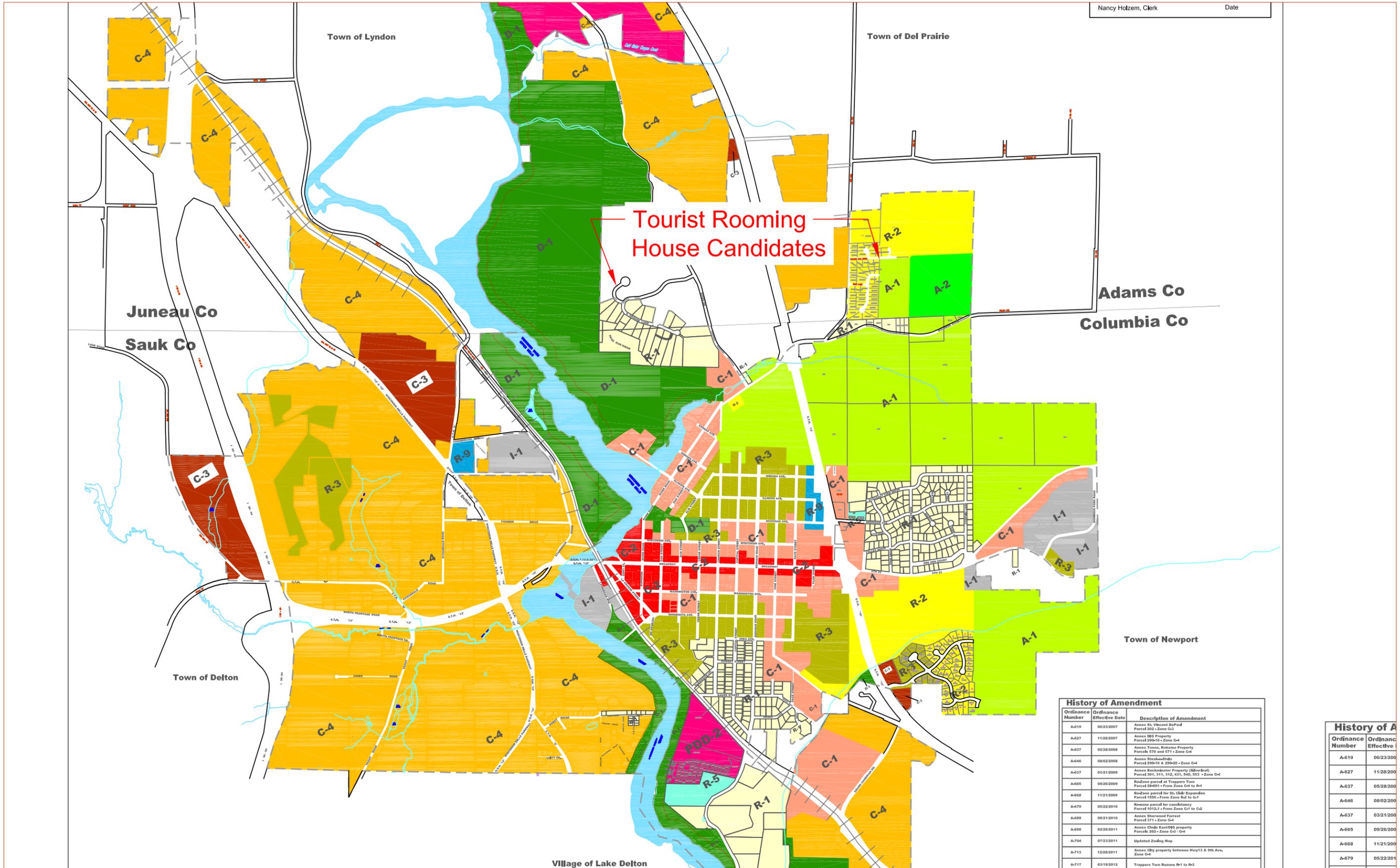
Tourist Rooming House  
Vacation rental of home in rural / vacant area  
Staff comment for Plan Commission 081219

The City of Wisconsin Dells has received a number of inquiries about vacation rentals in homes that are in underdeveloped subdivisions. Our current Ordinances only allow homes to be rented in either Commercial Zones or under limited conditions.

Is there a desire to consider creating additional specific standards that would allow a more Commercial rental of homes in underdeveloped areas? Possible Standards include:

1. Specific definition of underdeveloped – No neighbors within 300 ft,
2. Required signed approval of existing neighbors within 1000 ft.
3. Automatic Approval Expiration – Use must be re-approved or may have to stop as residential development in the area grows.
4. Approved automatically revoked upon any complaint.

Chris Tollaksen  
City of Wisconsin Dells  
08/12/2019



Ordinance Number	Ordinance Effective Date	Description of Amendment
A-619	06/23/2007	Annex St. Vincent DePaul Parcel 202 - Zone C-4
A-627	11/28/2007	Annex 010 Property Parcel 290-10 - Zone C-4
A-637	05/28/2008	Annex Tomco, Kalamo Property Parcels 570 and 571 - Zone C-4
A-646	08/02/2008	Annex Steukow-Rain Parcel 290-10 & 290-20 - Zone C-4
A-637	05/21/2009	Annex Buckminster Property (Shirley) Parcel 301, 311, 312, 431, 540, 553 - Zone C-4
A-665	09/26/2009	Re-Zone parcel at Trappers Turn Parcel 28001 - From Zone C-4 to R-1
A-668	11/21/2009	Re-Zone parcel for St. Chrs Expansion Parcel 1590 - From Zone R-2 to C-1
A-679	05/22/2010	Re-zone parcel for constancy Parcel 19121 - From Zone C-4 to C-2
A-688	08/21/2010	Annex Sherwood Forest Parcel 371 - Zone C-4
A-688	02/26/2011	Annex Chab-Bassford property Parcels 202 - Zone C-4 (C-4)
A-704	07/23/2011	Updated Zoning Map
A-713	12/28/2011	Annex City property between Hwy13 & 9th Ave, Zone C-4
A-717	03/19/2012	Trappers Turn Rezone R-1 to R-3

Ordinance Number	Ordinance Effective
A-619	06/23/2007
A-627	11/28/2007
A-637	05/28/2008
A-646	08/02/2008
A-637	03/21/2009
A-665	09/26/2009
A-668	11/21/2009
A-679	05/22/2010