

**CITY PLAN COMMISSION
CITY OF WISCONSIN DELLS
MUNICIPAL BUILDING-300 LACROSSE STREET
JANUARY 13, 2020**

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, Lisa Delmore, Chris Lechnir, Phil Helley, and Ted Theiler
Others: City Planner/Zoning Administrator Chris Tollaksen, 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. Holzem, Ald. Marshall, Ald. Anderson, Rich Makowski, Bernadette Starzyk, and Lisa Teel
2. Motion by Theiler and seconded by Helley approve the December 9, 2019 meeting minutes. Motion carried.
3. Mayor Wojnicz declared the public hearing open for anyone to speak for or against the Conditional Use Permit (CUP) Application from RRAD Development LLC to allow "Overnight Lodging" at 1007 & 1009 Oak Street, Columbia County, City of Wisconsin Dells tax parcel 11291-467.A. The property is zoned C-1 Commercial-neighborhood. With no one speaking for or against the matter, Mayor Wojnicz declared the public hearing closed.
4. Motion by Freel and seconded by Theiler recommend to council approve the Conditional Use Permit (CUP) Application from RRAD Development LLC to allow "Overnight Lodging" at 1007 & 1009 Oak Street, Columbia County, City of Wisconsin Dells tax parcel 11291-467.A with the following conditions:
 1. The building inspector ensures there are no code or safety issues with the house.
 2. The occupancy meets and maintains the minimum standards as verified by the building inspector.
 3. The applicant obtains and remains current with a State of Wisconsin ATCP Tourist Rooming House license.
 4. 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.
 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. The applicant abides 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.

The property is zoned C-1 Commercial-neighborhood. Upon roll call vote, motion carried 7-0.

5. Mayor declared the public hearing open for anyone to speak for or against the Conditional Use Permit (CUP) Application from RRAD Development LLC to allow "Seasonal Workforce Housing" at 175 Sweet Briar Drive, Sauk County, City of Wisconsin Dells tax parcel 291-0190-00000. The property is zoned C-4 Commercial-large scale. With no one speaking for or against the matter, Mayor Wojnicz declared the public hearing closed.
6. Motion by Helley and seconded by Lechnir recommend to council approve the Conditional Use Permit (CUP) Application from RRAD Development LLC to allow "Seasonal Workforce Housing" at 175 Sweet Briar Drive, Sauk County, City of Wisconsin Dells tax parcel 291-0190-00000 with the following conditions:
 1. The building inspector ensures there are no code or safety issues with the house.

2. The occupancy meets and maintains the minimum standards as verified by the building inspector.
3. This permit is valid only with the applicant and is non-transferrable.
4. A full second exit is installed on the second floor if the occupancy exceeds four (4) occupants on the second floor.
5. If any parking concerns arise, the applicant cooperates with the City to have them resolved.
6. If maintenance and supervision of the facility is not maintained at a satisfactory level, as determined by the City is its sole judgement, citations may be issued immediately and the permit may be revoked.
7. Any issues that may arise must be addressed to the satisfaction of the City.

The property is zoned C-4 Commercial-large scale. Upon roll call vote, motion carried 7-0

7. Motion by Theiler and seconded by Helley to take the proposed changes to the zoning map off the table. This was tabled last month so the property owners could gather more information about the zoning of their property. Motion carried.

8. Mayor Wojnicz declared the public hearing open for consideration of proposed changes to the zoning map to correct errors regarding land adjacent to the Tower View Mobile Home Park. Some properties not part of the Mobile Home Park are drawn in the R-9 Residential-mobile home park zone. Propose changing the zoning of the following from R-9 Residential-mobile home park to:

1. R-3 Residential-mixed use-Parcels 291-740, 291-852.1, 291-852.B, and a portion of 291-710
2. C-1 Commercial-neighborhood-Parcels 291-907.3, 291-908.1 and a portion of 291-1008.4

Lisa Teel spoke on behalf of the owner for parcel 291-907.3. She said they do not want the parcel changed from R-9 Mobile Home Park to a commercial property. Chris Tollaksen said the proposal was to zone the properties south of Michigan Avenue commercial. This would be consistent with the other properties south of Michigan. The properties south of Michigan around 291-907.3 will be zoned C-1 Commercial-neighborhood. The parcel cannot remain in R-9 zoning due to not being a mobile home. Generally, R-3 Residential has the same setbacks as C-1, but R-3 is more limited. Lisa Teel asked about the proposed future development in the area. Chris Tollaksen said the proposed development is south of these properties and is already in a commercially zoned area. With no one else speaking on the matter, Mayor Wojnicz declared the public hearing closed.

9. Motion by Delmore and seconded by Lechnir recommend to council approve the proposed changes to the zoning map to correct errors regarding land adjacent to the Tower View Mobile Home Park. *Some properties not part of the Mobile Home Park are drawn in the R-9 Residential-mobile home park zone.* Propose changing the zoning of the following from R-9 Residential-mobile home park to:

1. R-3 Residential-mixed use-**Parcels 291-907.3**, 291-740, 291-852.1, 291-852.B, and a portion of 291-710
2. C-1 Commercial-neighborhood-~~Parcels 291-907.3~~, 291-908.1 and a portion of 291-1008.4

Upon roll call vote, motion carried 7-0.

10. Motion by Gavinski and seconded by Delmore recommend to council approve the application for a "Short Term Rental" License from Anna Hutchison for 1551 Deer Run Ridge, Columbia County, City of Wisconsin Dells parcel 291-1534 with the following conditions:

1. The building inspector ensures there are no code or safety issues with the house.
2. The occupancy meets and maintains the minimum standards as verified by the building inspector.
3. The applicant obtains and remains current with a State of Wisconsin ATCP Tourist Rooming House license.
4. The overnight rental of the house will be subject to PRT and Room Tax and the applicant is responsible for providing clear accounting of the rental of this property.
5. Any nuisances are addresses 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.

Upon roll call vote, motion carried 7-0.

11. There is an existing gravel drive that accesses the garage from the vacant lot. It is understood that if the vacant lot is sold, it is between the two (2) private parties on how to handle the existing gravel access road. If the existing access road is removed and a new drive is created, the new drive shall comply with the applicable motor vehicle use setbacks. The current motor vehicle setback is 5 ft. Motion by Freel and seconded by Theiler recommend to council approve the Certified Survey Map (CSM) submitted by Meggie Obniski to combine the following three (3) parcels into two (2) parcels: 291-1324, 291-1326, and 291-1327. The parcels are located at 1501 Pleasant View Drive, Columbia county, City of Wisconsin Dells. Upon roll call vote, motion carried 7-0.
12. Motion by Freel and seconded by Gavinski recommend to council approve the Certified Survey Map (CSM) submitted by City of Wisconsin Dells to sub-divide Sauk County, City of Wisconsin Dells parcel 291-0026-01000 located at 1501 CTH A, in order to create a new and separate lot for a sanitary sewer lift station. Upon roll call vote, motion carried 7-0.
13. Referred to the next meeting(s):
 - Concept plan for apartments south of Michigan Avenue
 - Discussion on Michigan Avenue
14. Scheduled are the next Plan Commission meetings: Monday, February 17 at 6:00pm and Monday, March 9, 2020.
15. Motion by Freel and seconded by Theiler to adjourn. Motion carried and the meeting adjourned at 5:40pm.

Monica Dorow-Leis
Public Works Office Clerk