

CITY PLAN COMMISSION
CITY OF WISCONSIN DELLS
MUNICIPAL BUILDING-300 LACROSSE STREET
APRIL 9, 2018

Mayor Landers called the meeting to order at 6:00 PM. Notice of the meeting was provided to the Dells Events, WNNO/WDLS Radio, and posted in accordance with State Statutes.

1. Present: Mayor Brian Landers, Ald. Mike Freel, Dan Anchor, Lisa Delmore, and Tifani Jones

Absent: Fire Chief Pat Gavinski, Chris Lechnir

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, Chief Jody Ward, Ald. Anderson, Ald. Wojnicz, Terry L. Marshall, Ed Fox, Rich Makowski, Debbie Kinder, Eric Helland, Mary Panzer, Steve Cohan, Jake Beard, Greg Slayton, and Kay James from the Dells Events

2. Motion by Anchor and seconded by Jones approve the minutes from the March 12, 2018 meeting. Motion carried.

3. Mayor Landers declared the public hearing open for anyone to speak for or against the Conditional Use Permit (CUP) Application from Smart Staff LLC-Calin Voicu in order to allow a Seasonal Workforce Housing Facility to increase the occupancy from 15 to 21 at 519 Bowman Road, Wisconsin Dells, parcel 11291-1124.1, Columbia County. The property is zoned R-3 Residential-mixed use. Eric Helland said the applicant has good history with the housing property on Vine Street, have done a nice job fixing up the cabins, and have had good response to the city and thinks they have control of their students at that location. Brian Holzem spoke against this request. He understands the need for student housing, but does not support the increased occupancy. He said the street one block away was designated as a housing corridor. He said this is entirely a residential area. He said Smart Staff did not operate at full occupancy last year and suggested approval for one year at the current occupancy of 15, and then look at the increased occupancy next year, where he may support this increase as long as there are no issues. Catalin Varvara (Sam), on-site manager at 612 Vine Street said they had some students last year at 519 Bowman Road with no issues and said he is available if any problems come up. Ed Fox spoke against this and said they are losing their neighborhoods too fast. With no one else speaking on the matter, Mayor Landers declared the public hearing closed.

4. Chris Tollaksen said Kheli Mason, building inspector for the city still has to look at the property for occupancy numbers. Chris said they would not need additional approval to operate at the occupancy at 15 at this location since it has been housing for Dells Boats and Wisconsin Ducks for several years and, and the non-transferable contingency was not included years ago.

Motion by Freel and seconded by Anchor recommend to council approve the CUP from Smart Staff, LLC-Calin Voicu in order to allow a Seasonal Workforce Housing Facility to increase occupancy from 15 to 21 at 519 Bowman Road, Wisconsin Dells, Columbia County, parcel 11291-1124.1 **starting in 2019** contingent upon the following:

- 1) All permit and licensing of this facility is issued to Calin Voicu and is not transferrable, even if Smart Staff, LLC is sold or occupancy levels are reduced. Any new operator of this facility would need to obtain a CUP from the city.
- 2) The facility shall be properly maintained and managed to prevent it from becoming a nuisance.
- 3) If the city determines, in its sole judgment, that there is an issue with parking at this facility, the applicant will go through the CUP public notice and public hearing process to obtain approval of an acceptable solution.

- 4) Final occupancy must be approved by the housing inspector and Police Chief and there are not issues in 2018 at occupancy of 15. They would not have to pay the application fee again in 2019.

The property is zoned R-3 Residential-mixed use. Motion carried. It was noted the optional contingency listed in the staff report was removed. Brian Holzem was in support of this motion.

5. Mayor Landers declared the public hearing open for anyone to speak for or against the Site Plan Application from Wisconsin River Kayak and Tube Rentals, Jeffery Beard, and American Zipline Consultants, Greg Slayton, in order to allow construction of a zip line take-off and landing tower at 2320 Wisconsin Dells Pkwy and 190 STH 13, Wisconsin Dells parcels 291-0101-00000 & 291-0103-00000, Sauk County. The property is zoned C-4 Commercial-large scale. Debbie Kinder wanted to know if there was enough parking, since parking space around Mexicali Rose is often full. She also wanted to know what would happen to the actual zip line if the business did not exist in the future. She wanted to know if they would be required to remove it. With no one else speaking on the matter, Mayor Landers declared the public hearing closed.
6. Chris Tollaksen said in reference to the parking, they were approved for their ticket booth between Mexicali Rose and Timbavati, where there should be plenty of parking. As for a trail to the take-off, there is not a distinct trail, but they would walk through the woods. As for the requirement to remove the zip line if the business did not exist, Atty. Hasler said it seems to him the city would require the landlord be responsible for removing any improvements that are being used. In the event they are not removed and cleaned up, then the city would apply a special charge against the property owner. Eric Helland said he would not want to leave something up if it is not being used. Eric sees this as being a landlord issue and not a bond issue.

Motion by Delmore and seconded by Anchor recommend to council approve the Site Plan Application from Wisconsin River Kayak and Tube Rentals, Jeffery Beard, and American Zipline Consultants, Greg Slayton, in order to allow construction of a zip line take-off and landing tower at 2320 Wisconsin Dells Pkwy and 190 STH 13, Wisconsin Dells parcels 291-0101-00000 & 291-0103-00000, Sauk County with the following contingencies:

- 1) The zip line tower is not visible from the river south of the power lines.
- 2) The applicant obtains and remains current with any current or future DNR approvals.
- 3) The applicant obtains and remains current with any other required approvals, such as the Army Corps of Engineers or the Coast Guard.
- 4) The applicant complies with any applicable regulations.
- 5) The operator of this zipline business shall follow the standards as set forth by the Association for Challenge Course Technology.
- 6) The operator of the zipline obtains and maintains adequate liability insurance.
- 7) The operator develops emergency response plans, confers with, and gains approval from emergency responders prior to operation.
- 8) The takeoff and landing towers are appropriately secured when not actively operated.
- 9) The final building plans are approved by the building inspector.
- 10) Any new signage is approved by the DRC in their sole judgment.
- 11) The applicants cooperate with the city to address any concerns that may arise.
- 12) All Sales Tax and PRT is current.
- 13) Any non-utilized structure is removed by the landlord.

The property is zoned C-4 Commercial-large scale. Motion carried. Tollaksen said the commercial design from General Engineering needs to be signed off by General Engineering before occupancy. Greg Slayton said the tower would be 44'x15'x45', with the takeoff deck being only 35' and a natural color.

7. Mayor Landers declared the public hearing open for anyone to speak for or against the Site Plan Application from RRAD Development, LLC in order to allow construction of a campground bathhouse at 400 County Hwy A, Wisconsin Dells, parcel 291-0177-00000, Sauk County. The property is zoned C-4 Commercial-large scale. With no one speaking on the matter, Mayor Landers declared the public hearing closed.

8. Motion by Freel and seconded by Delmore recommend to council approve the Site Plan Application from RRAD Development, LLC in order to allow construction of a campground bathhouse at 400 County Hwy A, Wisconsin Dells, parcel 291-0177-00000, Sauk County. The property is zoned C-4 Commercial-large scale. Motion carried.
9. Mayor Landers declared the public hearing open for anyone to speak for or against the Site Plan Permit Application from Riverwood Eagle's Nest, LLC, in order to allow construction of Phase 1B of their PDD-2 Development at 103 Bowman Road. The property is zoned PDD-2. With no one speaking on the matter, Mayor Landers declared the public hearing closed.
10. Motion by Freel and seconded by Anchor recommend to council approve the Site Plan Permit Application from Riverwood Eagle's Nest, LLC, in order to allow construction of Phase 1B of their PDD-2 Development at 103 Bowman Road with the following contingencies:
 - 1) The utility easements within the facility do not hold the city responsible to repair any improvements above the utilities (i.e. pavement or landscaping)
 - 2) Any public utilities within the development meet city standards, are approved by the City, and utility easements approved by the City are recorded.
 - 3) Any underground facilities to be dedicated to the City are GPS and the City is provided adequate mapping of the facilities that is compatible with the City's GIS mapping system.
 - 4) Fire lanes are accepted by the Fire Chief.
 - 5) The developer is responsible to correct any storm water nuisances that their development creates.
 - 6) Adequate buffers are established and/or maintained between the development and neighboring properties
 - 7) The developer cooperates with the City to resolve any nuisances that may result from this development.
 - 8) All final utility plans (water, electric, sanitary and storm sewer) are provided to the City for review and approval prior to the commencement of any construction.
 - 9) Any site improvements not part of this plan shall be approved by City staff at their sole discretion.
 - 10) Storm water is not allowed to run on Bowman Rd. or anywhere else where it would cause a nuisance or damage. The developer is responsible for upsizing downstream culverts and installing additional erosion control measures if required.
 - 11) Final Fire Hydrant locations are approved by the Fire Department
 - 12) The developer shall provide final, written documentation of their right to install the new water main under the railroad tracks before a building permit is issued for the 3-story apartment building.
 - 13) Occupancy of the building will not be granted unless all utilities (water, electric, sanitary and storm sewer, and storm water management) are installed and approved by the City.
 - 14) Occupancy of the building will not be granted unless the water main loop is completed.
 - 15) Parking stalls and drive aisles meet the City Zoning code standards (9'x19').
 - 16) The developer shall not be eligible for any occupancy permits or incentive payments unless all construction is completed and accepted.

The property is zoned PDD-2. With no one speaking on the matter, Mayor Landers declared the public hearing closed.

11. There were no items for referral.
12. Scheduled is the next Regular Plan Commission meeting on Monday, May 14, 2018 at 6:00 pm.
13. Motion by Freel and seconded by Anchor to adjourn. Motion carried and the meeting adjourned at 6:38 pm.

Monica Dorow-Leis
Public Works Office Clerk