

## Craig, Sondra

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**From:** Coman, Kyle  
**Sent:** Tuesday, December 10, 2024 8:55 AM  
**To:** Craig, Sondra; taylor@hougomininsurance.com; runningsurveying@gmail.com  
**Cc:** Gallager, Matthew; Erickson, Tina; Trane, Andrea  
**Subject:** RE: For Review: CSM - 803 Moore St & 2107 Liberty St

Good morning,

To be clear and per Common Council resolution, an easement for the existing City of Onalaska sewer is required to be recorded. This easement must be depicted/referenced on the CSM to receive approval from Engineering and Utilities.

Furthermore, the granting of an easement will require Common Council approval. Owner's/Mortgagee and Council approval certificates will need to be added to the CSM. Taylor, this will prevent final approval by the date you were hoping.

Taylor & Chris, my apologies for any confusion created earlier. I was unaware of the resolution.

### Kyle Coman

City Surveyor & Construction Manager  
Engineering Department  
City of La Crosse  
400 La Crosse Street  
La Crosse, WI 54601

[comank@cityoflacrosse.org](mailto:comank@cityoflacrosse.org)

Office: 608.789.7366

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**From:** Craig, Sondra <craigs@cityoflacrosse.org>  
**Sent:** Monday, December 9, 2024 10:39 AM  
**To:** taylor@hougomininsurance.com; runningsurveying@gmail.com  
**Cc:** Coman, Kyle <comank@cityoflacrosse.org>; Gallager, Matthew <gallagerm@cityoflacrosse.org>  
**Subject:** FW: For Review: CSM - 803 Moore St & 2107 Liberty St

Taylor & Chris,

Please see the comment from Andrea Trane below regarding the easement that should be noted on the CSM.

**SONDRA CRAIG** (she/her)  
**Deputy City Clerk**  
City Clerk's Office

City of La Crosse  
400 La Crosse Street  
La Crosse WI 54601

[craigs@cityoflacrosse.org](mailto:craigs@cityoflacrosse.org)

Direct: 608.789.7549 | Office: 608.789.7510

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**Public Service hours 8:00 a.m. to 4:00 p.m. Monday through Thursday in the City Hall Lobby**

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**From:** Trane, Andrea <[tranea@cityoflacrosse.org](mailto:tranea@cityoflacrosse.org)>

**Sent:** Monday, December 9, 2024 10:31 AM

**To:** Craig, Sondra <[craigs@cityoflacrosse.org](mailto:craigs@cityoflacrosse.org)>; Hewitt, Dale <[DHewitt@lacrossecounty.org](mailto:DHewitt@lacrossecounty.org)>; Meyer, Bryan <[bmeyer@lacrossecounty.org](mailto:bmeyer@lacrossecounty.org)>; Acklin, Tim <[Acklint@cityoflacrosse.org](mailto:Acklint@cityoflacrosse.org)>; Asp, Brian <[aspb@cityoflacrosse.org](mailto:aspb@cityoflacrosse.org)>; Coman, Kyle <[comank@cityoflacrosse.org](mailto:comank@cityoflacrosse.org)>; Crandall, Jay <[CrandallJ@cityoflacrosse.org](mailto:CrandallJ@cityoflacrosse.org)>; Erickson, Tina <[ericksont@cityoflacrosse.org](mailto:ericksont@cityoflacrosse.org)>; Gallagher, Matthew <[gallagerm@cityoflacrosse.org](mailto:gallagerm@cityoflacrosse.org)>; Holland, Michelle <[hollandm@cityoflacrosse.org](mailto:hollandm@cityoflacrosse.org)>; Neumann, Shannon <[Neumanns@cityoflacrosse.org](mailto:Neumanns@cityoflacrosse.org)>; Reinhart, David <[Reinhartd@cityoflacrosse.org](mailto:Reinhartd@cityoflacrosse.org)>

**Subject:** Re: For Review: CSM - 803 Moore St & 2107 Liberty St

Hi Sondra,

The property owner is required to also have an easement for the city for the Onalaska utility line. Matt has the details of this. I'm not sure of process but would suggest he do that now and show it on the CSM.

Andrea

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**From:** Craig, Sondra <[craigs@cityoflacrosse.org](mailto:craigs@cityoflacrosse.org)>

**Sent:** Monday, December 9, 2024 10:16:57 AM

**To:** Hewitt, Dale <[DHewitt@lacrossecounty.org](mailto:DHewitt@lacrossecounty.org)>; Meyer, Bryan <[bmeyer@lacrossecounty.org](mailto:bmeyer@lacrossecounty.org)>; Acklin, Tim <[Acklint@cityoflacrosse.org](mailto:Acklint@cityoflacrosse.org)>; Asp, Brian <[aspb@cityoflacrosse.org](mailto:aspb@cityoflacrosse.org)>; Coman, Kyle <[comank@cityoflacrosse.org](mailto:comank@cityoflacrosse.org)>; Crandall, Jay <[CrandallJ@cityoflacrosse.org](mailto:CrandallJ@cityoflacrosse.org)>; Erickson, Tina <[ericksont@cityoflacrosse.org](mailto:ericksont@cityoflacrosse.org)>; Gallagher, Matthew <[gallagerm@cityoflacrosse.org](mailto:gallagerm@cityoflacrosse.org)>; Holland, Michelle <[hollandm@cityoflacrosse.org](mailto:hollandm@cityoflacrosse.org)>; Neumann, Shannon <[Neumanns@cityoflacrosse.org](mailto:Neumanns@cityoflacrosse.org)>; Reinhart, David <[Reinhartd@cityoflacrosse.org](mailto:Reinhartd@cityoflacrosse.org)>; Trane, Andrea <[tranea@cityoflacrosse.org](mailto:tranea@cityoflacrosse.org)>

**Subject:** For Review: CSM - 803 Moore St & 2107 Liberty St

Good morning,

Attached for your review is a Certified Survey Map for 803 Moore St & 2107 Liberty St. Please let me know if you approve or have any comments.

Thank you,

**SONDRA CRAIG** (she/her)

**Deputy City Clerk**

City Clerk's Office

City of La Crosse

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La Crosse WI 54601

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