

2-7-24

TO: CITY OF LA CROSSE  
CLERK'S OFFICE

FROM: JESSICA OLSON, BOARD MEMBER & AGENT  
KARUNA, INC. - C/O JULIA McDERMID  
102 GROVE ST.  
LA CROSSE, WI 54601

RE: CUP APPLICATION FOR NEW ISSUE OF ROOMING HOUSE  
LICENSE FOR 1012 GROVE ST.

DEAR CITY CLERK ELSÉN,

PLEASE FIND ENCLOSED CUP APPLICATION FOR  
ISSUANCE OF A NEW ROOMING HOUSE LICENSE AT  
1012 GROVE ST.

THE INTENDED TENANCY OF EACH RESIDENT WILL  
BE IN EXCESS OF THIRTY DAYS.

PLEASE BE ADVISED THIS IS A RARELY-INVOKED  
SECTION OF CITY ORDINANCE AND IS PRONE TO  
CONFUSION BECAUSE OF SOME UNIQUE STANDARDS.  
THE LICENSE IS ISSUED TO THE "OPERATOR"  
WHEREAS A CUP IS APPLIED FOR BY THE OWNER.  
SINCE MY FAMILY HAS HELD MULTIPLE ROOMING HOUSE  
LICENSES OVER THE PAST FEW DECADES, I AM  
ACTING ON ~~BOTH~~ BEHALF OF BOTH ENTITIES TO  
ASSIST IN THE PROCESS. WE HAVE CONSENT OF  
THE OWNER TO PROCEED, BUT IT WILL BE KARUNA,  
INC. WHO WILL BE THE OPERATOR.

PLEASE CONTACT ME AT 608-769-7366 IF I  
CAN BE OF ANY ASSISTANCE. THANK YOU.

SINCERELY,

  
JESSICA OLSON

CONDITIONAL USE PERMIT APPLICATION

Applicant (name and address): KARUNA, INC c/o JUNE McDERMID  
1012 GROVE ST. LA CROSSE, WI 54601  
Owner of property (name and address), if different than Applicant: CTC PROPERTIES, LLC

Architect (name and address), if applicable: N/A

Professional Engineer (name and address), if applicable: N/A

Contractor (name and address), if applicable: N/A

Address(es) of subject parcel(s): 1012 GROVE ST. LA CROSSE, WI  
Tax Parcel Number(s): 17-20155-140

Legal Description (must be a recordable legal description; see Requirements): SEE ATTACHED DOCUMENT

Zoning District Classification: R-5 Multiple Dwellings

A Conditional Use Permit is required per La Crosse Municipal Code Sec. 115-343(d) if the use is defined in Sec.:  
• 115-347(6)(c)(1) or (2), see "\*" on the next page.  
• 115-353 or 356, see "\*\*\*\*" on the next page.

Is the property/structure listed on the local register of historic places? Yes  No

Description of subject site and CURRENT use: DUPLEX - 6 BR EACH UNIT  
LIMITED TO 5 UNRELATED ADULT OCCUPANTS

Description of PROPOSED site and operation/use (detailed plan of the proposed site):  
Rooming House LICENSE for 1012 GROVE ST UNIT  
TO ALLOW 6 UNRELATED ADULT OCCUPANTS

Type of Structure proposed: N/A

Number of current employees, if applicable: ONE

Number of proposed employees, if applicable: ONE

Number of current off-street parking spaces: ONE

Number of proposed off-street parking spaces: ONE

**\* If the proposed use is defined in Sec. 115-347(6)(c)**

\_\_\_\_\_ (1) and is proposed to have 3 or more employees at one time, a 500-foot notification is required and off-street parking shall be provided. Will there be 3 or more employees at one time? Y\_\_ N\_\_

or

\_\_\_\_\_ (2) a 500-foot notification is required and off-street parking is required.

Where the side or rear lot line abuts or is located across an alley from any residential zoning district, abutting residential property owners shall be notified of the privacy fence provision by the City Clerk.

Any Conditional Use Permit required pursuant Sec. 115-347(6) shall be recorded with the La Crosse County Register of Deeds at the owner's expense.

**\*\*If the proposed use is defined in Sec. 115-353 or 115-356, abutting property owners shall be notified of the privacy fence provision by the City Clerk.**

Check here if proposed operation or use will be a parking lot: \_\_\_\_\_

Check here if proposed operation or use will be green space: \_\_\_\_\_

Applicant/property owner may be subject to a payment in lieu of taxes for a period of twenty (20) years or until the property tax valuation of any new structure or improvements is equal to or greater than the base year valuation of the improvement or structure being demolished.

In accordance with Sec. 115-356 of the La Crosse Municipal Code, a Conditional Use Permit is required for demolition or moving permits if the application does not include plans for a replacement structure of equal or greater value. **Any such replacement structure shall be completed within two (2) years of the issuance of any demolition or moving permit.**

If the above paragraph is applicable, the Conditional Use Permit shall be recorded with the La Crosse County Register of Deeds and should the applicant not complete the replacement structure of equal or greater value within two (2) years of the issuance of any demolition/moving permit, the applicant or property owner shall be subject to a forfeiture of up to \$5,000 per day for each day not completed.

**CERTIFICATION:** I hereby certify that I am the owner of the subject parcel(s) or authorized agent and that I have read and understand the content of this application and that the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

[Signature] \_\_\_\_\_ 2/7/24  
(signature) (date)  
608-769-7366 OlsonApartments@  
(telephone) (email) gmail.com

STATE OF WISCONSIN )  
)ss.  
COUNTY OF LA CROSSE )

Personally appeared before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named individual, to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**Applicant shall, before filing with the City Clerk's Office, have this application reviewed and the information verified by the Director of Planning & Development.**

Review was made on the 6<sup>th</sup> day of February, 2024.

Signed: [Signature] Plan Manager  
Director of Planning & Development

AFFIDAVIT OF OWNER

STATE OF Wisconsin )  
 ) SS  
COUNTY OF La Crosse )

The undersigned, CHARLES J. CLARKIN, being duly  
(owner of subject parcel(s) for Conditional Use)

sworn states:

1. That the undersigned is an adult resident of the City of LA CROSSE,  
State of WISCONSIN.
2. That the undersigned is a/the legal owner of the property located at:  
1012 GROVE ST, LA CROSSE, WI  
(address of subject parcel for Conditional Use)
3. By signing this affidavit, the undersigned property owner authorizes the application for a conditional use permit/district change or amendment (circle one) for said property.

Charles Clarkin  
Property Owner

Subscribed and sworn to before me this 6<sup>th</sup> day of February, 20 24.

Todd B. Holtz

Notary Public  
My Commission expires 12-15-2027.



AFFIDAVIT

STATE OF WISCONSIN )  
 ) ss.  
COUNTY OF LA CROSSE )

1. That I, JESSICA OLSON, am the applicant of the proposed conditional use permit to be located at 1012 GROVE ST., LA CROSSE, WI

2. That I have:

- A.  contacted the affected Council Member of the District or
- B.  obtained a written waiver by the Mayor because I have not been able to the Council Member.

3. That I will personally contact those property owners required to be provided notice of the application for conditional use permit no later than FEBRUARY 13<sup>TH</sup>, 2024  
(insert first publication date)

\*4. That I will personally contact the Council Member of the affected district prior to

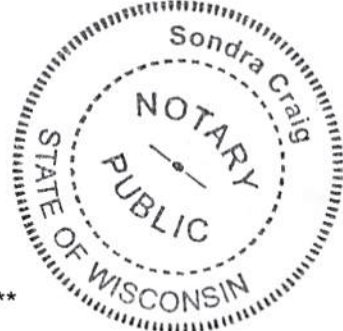
\_\_\_\_\_  
(insert first publication date)

(\*If 2A is checked, question 4 is not applicable.)

[Signature]  
(Signature of Applicant)

Subscribed and sworn to before me this 7 day of February, 2024.

[Signature]  
Notary Public  
La Crosse County, Wisconsin  
My Commission expires: 11/11/2025



\*\*\*\*\*

I, Mayor of the City of La Crosse, do hereby waive the requirement that the Council Member of the District be notified by the applicant prior to filing said Application for Conditional Use Permit.

Dated: \_\_\_\_\_  
Mayor

Cc: Council Member

# ASSIGNMENT OF LAND CONTRACT



## 1701373

LACROSSE COUNTY  
REGISTER OF DEEDS  
CHERYL A. HCBRIDE

RECORDED ON  
10/25/2017 08:36AM  
REC FEE: 30.00  
EXEMPT #: 77.25(15S)  
PAGES: 2

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The undersigned ("Assignor," whether one or more), for a valuable consideration assigns and conveys to CJC Properties, LLC, a Wisconsin limited liability company ("Assignee," whether one or more) the interest identified below in a Land Contract dated May 22, 2017 executed by Loretta C. Clarkin, Trustee of the Donald T. Clarkin and Loretta Clarkin Trust dated December 22, 1995, as Vendor to Charles J. Clarkin as Purchaser on real estate in La Crosse County, Wisconsin ("Property"), together with (the indebtedness therein referred to and) all the interest of Assignor in the Land Contract and the Property, which Land Contract was recorded in the Office of the Register of Deeds of said County as Document No. 1694604.

The Property which is subject to this Assignment is described as:

The East 68 feet of Lot 6 in Block 22 of T. Burns, H.S. Durand, S.T. Smith and F.M. Rublee's Addition to the City of La Crosse, La Crosse County, Wisconsin

Name and Return Address:  
Brandon J. Prinsen  
Johns, Flaherty & Collins, S.C.  
205 5<sup>th</sup> Avenue South, Suite 600  
La Crosse, WI 54601

ENV

17-20155-140  
(Parcel Identification Number)

This is not homestead property.

This transfer is exempt from fee pursuant to Sec. 77.25(15s), Wis. Stats.

Assignor is the owner of the above-described interest in the Land Contract and has good right to assign the same; and the condition of the title of Assignor's interest is the same as at the time of recording the Land Contract.

### CHOOSE ONE OF THE FOLLOWING TYPES OF ASSIGNMENT:

1.  **ASSIGNMENT OF PURCHASER'S INTEREST [CHECK BOX AT LEFT IF APPLICABLE]:**  
By accepting and recording this Assignment, Assignee agrees:

[CHOOSE ONE OF THE FOLLOWING OPTIONS; IF NEITHER IS CHOSEN, OPTION A SHALL APPLY]

- A. Assignee assumes and agrees to pay the obligations secured by the Land Contract, to comply with all terms and conditions of the Land Contract, and to hold harmless and indemnify Assignor as to the performance of all obligations, terms and conditions of the Land Contract.
- B. This Assignment is given for collateral purposes only, and Assignor agrees to continue to make all payments required on the Land Contract and to comply with all terms and conditions of the Land Contract. Assignor retains the right to occupancy of the Property. This Assignment is intended to have the same effect as a mortgage. In the event of a default on the part of Assignor on the obligation secured, Assignee's remedy shall be a foreclosure in accordance with Chapter 846 of the Wisconsin Statutes, for which purpose Assignee agrees to the provisions of Sections 846.101 and 846.103 of the Wisconsin Statutes, as applicable.

2.  **ASSIGNMENT OF VENDOR'S INTEREST [CHECK BOX AT LEFT IF APPLICABLE]:**  
By accepting and recording this Assignment, Assignee agrees:

[CHOOSE ONE OF THE FOLLOWING OPTIONS; IF NEITHER IS CHOSEN, OPTION A SHALL APPLY]

- A. This is a complete assignment of Vendor's interest in the Land Contract. The Purchaser under the Land Contract is instructed to make all further payments to Assignee upon receipt of a copy of this instrument.

- B. This assignment of the Vendor's interest in the Land Contract is for collateral purposes. Assignor shall be allowed to continue to receive the scheduled, periodic payments(s) on the Land Contract. Any extra or balloon payments shall be made payable to Assignor and Assignee. In the event of a default by Assignor on the obligations secured by this Assignment, Assignee has the right to receive all payments on the Land Contract upon notification to the Purchaser.

Dated: 10-20-17

ASSIGNOR:

Charles J. Clarkin  
Charles J. Clarkin

ASSIGNEE:

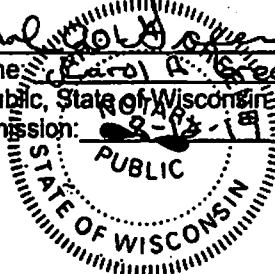
Charles J. Clarkin  
CJC Properties, LLC  
By: Charles J. Clarkin, Member

STATE OF WISCONSIN )

COUNTY OF LA CROSSE )

ss.

Subscribed and sworn to before me this 20 day of October, 2017, by Charles J. Clarkin personally and as Member of CJC Properties, LLC to me known to be the person(s) who executed the foregoing and acknowledged the same.

Carol A. Greene  
Print Name: Carol A. Greene  
Notary Public, State of Wisconsin  
My Commission: 8-18-17  


Dated: 8-18-17

VENDOR:

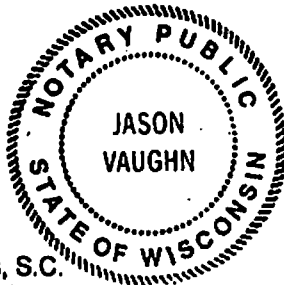
Loretta C. Clarkin  
Loretta C. Clarkin, Trustee of the Donald T. Clarkin and Loretta Clarkin Trust dated December 22, 1995

STATE OF WISCONSIN )

COUNTY OF LA CROSSE )

ss.

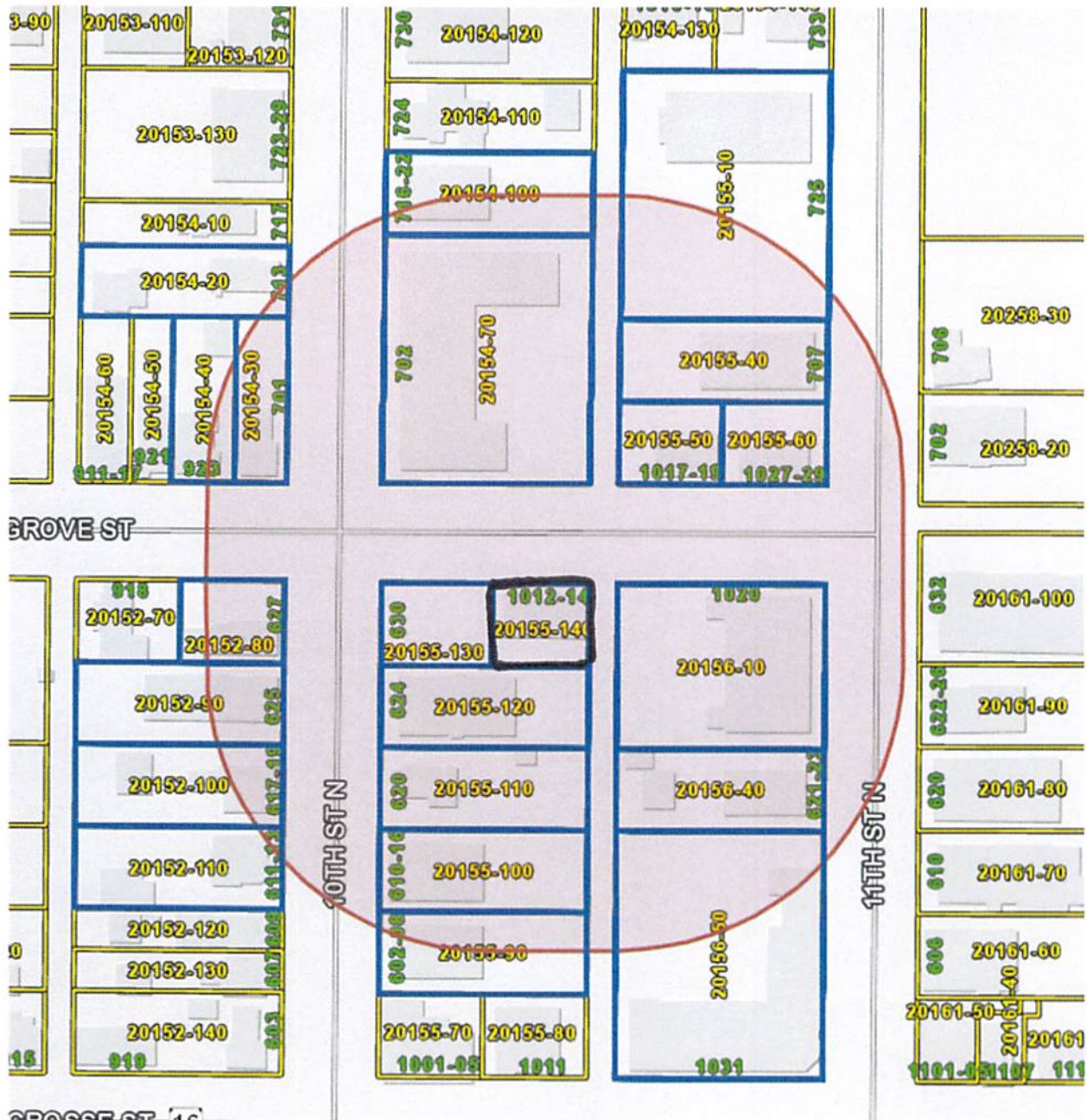
Subscribed and sworn to before me this 18 day of August, 2017, by Loretta C. Clarkin to me known to be the person(s) who executed the foregoing and acknowledged the same.

  
NOTARY PUBLIC  
JASON VAUGHN  
STATE OF WISCONSIN

Jason Vaughn  
Print Name: Jason Vaughn  
Notary Public, State of Wisconsin  
My Commission: 3/12/18

DRAFTED BY:

Brandon J. Prinsen  
Johns, Flaherty & Collins, S.C.  
205 5<sup>th</sup> Avenue South, Suite 600.  
La Crosse, WI 54601



PARCEL # 17-20155-140 - ZONED R-5

DUPLEX - 1012 GROVE = 6 BR

\* 1014 GROVE = 5 BR + STAFF OFFICE

\* WE DO NOT REQUIRE A ROOMING HOUSE LICENCE ON THE 1014 GROVE ST. UNIT BECAUSE ONE BR IS USED FOR STAFF OFFICE.





Parcel #17-2102-140 - 2.00 AC  
Duxey - 100' (Grove) = 0.02  
\*1014 (Grove) = 2.00 + 0.02

\* This does not include a portion of the parcel  
# 1014 (Grove) as it is not included in  
the parcel #17-2102-140.