



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Meeting Minutes

### City Plan Commission

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Monday, November 2, 2020

4:00 PM

Council Chambers

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In an effort to keep members of the public, City staff and City Plan Commissioners as safe as possible from the spread of COVID-19, City Staff highly encourages the public to submit any comments, concerns, questions, or support in writing ahead of the meeting to Tim Acklin at [acklint@cityoflacrosse.org](mailto:acklint@cityoflacrosse.org).

The meeting will also be conducted through video conferencing and may be viewed and accessed with the following link:  
<https://stream.lifesizecloud.com/extension/4796124/c7d43560-fea7-4613-9625-63af875bee87>

Members of the public will also be permitted to ask questions or provide statements via video conferencing. Members of the public will also be able to attend the meeting in person. The meeting will be held in the Council Chambers of City Hall located at 400 La Crosse Street. Social Distancing policies will be enforced.

#### Call to Order

The meeting was called to order by Mayor Tim Kabat at 4pm.

#### Roll Call

Present: 9- Tim Kabat, James Cherf, Christine Kahlow, Elaine Yager, Cassandra Woodward, Paul Medinger, Randy Turtenwald, Paul Schoenfeld, and Scott Neumeister.

#### Approval of Minutes

1. Approval of the September 28, 2020 meeting minutes.

James Cherf moved to approve the minutes. Christine Kahlow seconded. The motion passed by voice vote unanimously.

#### Agenda Items:

2. [20-1218](#) Resolution approving Certified Survey Map - Part of the Northwest Quarter of the Northeast Quarter of Section 9, Township 15 North, Range 7 West, and all

of Lots 9 and 10, Block 1, Tyson Addition to the City of La Crosse, La Crosse County, Wisconsin and request for waiver of platting requirements.

**Attachments:**    [Resolution 11.3.2020](#)  
[Revised CSM 10.15.2020](#)  
[Makepeace Email addressing review comments 10.15.2020.pdf](#)  
[Submittal Checklist & Waiver Request](#)  
[CSM - as submitted](#)  
[County Comments 8.25.2020](#)  
[Assessor Approval 8.25.2020](#)  
[Engineering Comments 8.28.20](#)  
[Chief Inspector Denial 8.28.20](#)  
[LT Makepeace re CSM comments and meeting dates](#)  
[Utilities Denial 10.13.2020](#)  
[CPC Report 11.2.2020](#)  
[CPC Recommendation Report 11.2.2020](#)

**Item 2 and 3 are related to each other. Planning staff recommends approval of the Certified Survey Map due to the opportunity for infill redevelopment that it facilitates.**

**Motion to adopt both items 2 and 3 made by James Cherf. Seconded by Paul Medinger. The motion passed by voice vote unanimously. Items move to J & A meeting with recommendation of approval.**

3.    [20-1465](#)    AN ORDINANCE to amend Subsection 115-110 of the Code of Ordinances of the City of La Crosse transferring certain property from the Single Family Residence District to the Local Business District at 2505 State Road.

**Attachments:**    [Ordinance](#)  
[Petition](#)  
[Affidavit of Publication - Notice](#)  
[Notice of Hearing](#)  
[Property Owner Buffer List](#)  
[Property Owner Buffer Map](#)  
[CPC Report 11.2.2020](#)  
[CPC Recommendation Report 11.2.2020](#)

**See item 2.**

4.    [20-1294](#)    AN ORDINANCE to amend Subsection 115-110 of the Code of Ordinances of the City of La Crosse transferring certain property from the Commercial District to the Planned Development District - General allowing multi-tenant space at 1605 Rose St.

**Attachments:** [CPC Recommendation Report 11.2.2020](#)  
[CPC Report 11.2.2020](#)  
[Johnson Email Withdrawing Petition 10.2.20](#)  
[CPC Report 9.28.20](#)  
[CPC Recommendation Report 9.28.2020](#)  
[Surrounding Buildings](#)  
[Email from Ryan Johnson](#)  
[Affidavit of Publication - Notice](#)  
[Property Owner Buffer Map](#)  
[Property Owner Buffer List](#)  
[Notice of Hearing](#)  
[Ordinance](#)  
[Rose St. Proposed Room Plan](#)  
[Coverletter & Photos](#)  
[Petition](#)

**Applicant has withdrawn petition to transfer certain property from the Commercial District to the Planned Development District, allowing multi-tenant space at 1605 Rose St.**

**Based on the withdrawal, Paul Medinger motions to not adopt. Seconded by Elaine Yager. The motion passed by voice vote unanimously.**

**5. [20-1435](#)**

Review of plans for building expansion at 3132 Berlin Drive in the International Business Park (Dalco).

**Attachments:** [Dalco Addition \(Revised Plans\) 10-27-20](#)  
[Dalco Addition 10-7-20](#)  
[CPC Report 11.02.2020](#)  
[CPC Recommendations 11.02.2020](#)

**The applicant (Dalco) has submitted plans to construct a 22,396sqft addition to their existing building. The addition will be used for additional warehouse space. The design and materials of the proposed addition will match the existing building. Planning staff has no concerns with the design and materials for the proposed addition. Additionally, staff has no concerns with their request to waive the off-street parking requirement.**

**Planning staff recommends approval of this item with the following conditions:**

- 1) No employee parking is permitted on Berlin Drive.**
- 2) Should additional parking spaces be needed for additional employees, customers, etc., staff recommends the applicant must provide these spaces on the property in accordance with the IBP covenants and obtain approval from the Planning and Development Department.**

**Motion to approve with conditions made by Cassandra Woodward. Seconded by Elaine Yager. The motion passed by voice vote unanimously.**

6. [20-1439](#) Review of plans for signage at 2325 Enterprise Ave. in the Interstate Industrial Park (Black River Distributing).

**Attachments:** [Sign plans](#)  
[CPC Report 11.02.2020](#)  
[CPC Recommendations 11.02.2020](#)

Black River Distributing is proposing to add signage to the property. Black River Distributing, an online retailer for lawn and garden products, has been in business since Feb. 2014 in Holmen. They moved to the current location in La Crosse in July 2020. The warehouse here is used to distribute products sold online. The signage is only needed so shipping/receiving trucks know where to go. Planning staff recommends approval. The sign permit is required and has to meet the sign code, Chapter 111 of the City Ordinances.

Motion to approve made by Elaine Yager. Seconded by Paul Schoenfeld. The motion passed by voice vote unanimously.

7. [20-1440](#) Review of plans for second improvement at 660 Breezy Point Road in the Airport Industrial Park (Inland).

**Attachments:** [Exterior panel example.jpg](#)  
[Building addition](#)  
[Building SF and lot lines 10-27-20.pdf](#)  
[CPC Report 11.02.2020](#)  
[CPC Recommendations 11.02.2020](#)

Inland plans to install a 15' x 30' air compressor room on the eastern exterior of the building, relocating this from another existing facility in the Industrial Park. Planning staff recommends approval. According to the Community Risk Management inspector, the building code has to be met. Any other issues that arise when proper plans are submitted will be addressed by the inspector. Building permits are required prior to starting work.

Motion to approve made by Christine Kahlow. Seconded by Cassandra Woodward. The motion passed by voice vote unanimously.

8. [20-1467](#) Resolution approving Application of Jack Zabrowski for a Conditional Use Permit at 112 24th St. S. allowing an 8-foot privacy fence.

**Attachments:** [Application](#)  
[Affidavit of Publication - Notice](#)  
[Notice of Hearing](#)  
[Property Owner Buffer Map](#)  
[Property Owner Buffer List](#)  
[CPC Report 11.2.2020](#)  
[CPC Recommendation Report 11.2.2020](#)

The applicant wants an 8-foot privacy fence on one side of his yard because his house elevated above neighboring parcels. Fences over 6 feet requires a Conditional Use Permit (CUP) per Sec. 115-398(c)(1). There are no requirements

beyond Sec. 115-342(c)(3) for this CUP. The applicant has an existing 8 foot fence on another side of his property. Planning staff recommends adoption of application. The applicant meets the standards of the Code of Ordinances.

Motion to approve made by James Cherf. Seconded by Paul Medinger. The motion passed by voice vote unanimously. Moves to J&A with recommendation of approval.

9. [20-1525](#)

Review of plans for sign at 2966 Airport Road in the Airport Industrial Park (Chee's Auto Body).

**Attachments:** [Chee's Sign for 12.7.2020 CPC meeting.pdf](#)  
[CPC Report 11.02.2020](#)  
[CPC Recommendations 11.02.2020](#)

The applicant has submitted plans to construct a monument sign on the property. The Airport Industrial Park Covenants requires that all new construction or improvements must be approved by the City Plan Commission. The base and cabinet of the proposed monument sign will be aluminum. The proposed sign meets the City's Sign Code.

This item is recommended for approval with the following condition:

1) Must install landscaping around the base of the sign per Section 111-84 of the Municipal Coderegarding monument signs.

Motion to approve with conditions made by Christine Kahlow. Seconded by Elaine Yager. The motion passed by voice vote unanimously.

10. [20-1562](#)

Request from the La Crosse School District to modify the area regulations and off-street parking requirement for the property located at 1111 7th St S in the Public/Semi-Public Zoning District. (Hamilton Elementary)

**Attachments:** [Cover Letter.pdf](#)  
[Hamilton Elementary Parking Requirement Plan.pdf](#)  
[Hamilton Elementary Site Plan.pdf](#)  
[CPC Report 11.02.2020](#)  
[CPC Recommendations 11.02.2020](#)

The La Crosse School District is proposing to build a 17,200sqft addition to Hamilton Elementary School. The addition will house a community space, new library media center, and a gymnasium. This item is recommended for approval by Planning staff.

Motion to approve made by Christine Kahlow. Seconded by Cassandra Woodward. The motion passed by voice vote unanimously.

## Adjournment

Motion to adjourn made by Christine Kahlow. Seconded by Randy Turtenwald. The motion passed by voice vote unanimously. Meeting adjourned at 4:34pm.

*Notice is further given that members of other governmental bodies may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility.*

**NOTICE TO PERSONS WITH A DISABILITY**

*Requests from persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (608) 789-7510 or send an email to [ADAcityclerk@cityoflacrosse.org](mailto:ADAcityclerk@cityoflacrosse.org), with as much advance notice as possible.*