

**CITY OF SPARTA
PLANNING COMMISSION AGENDA
September 7, 2022**

CITY HALL

6:30 P.M.

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Consent Agenda: Consisting of minutes of the regular meeting on August 3, 2022**
- 4. Public Hearing for Request for Zoning Change from GA General Agriculture to R-2 Residential 2 in accordance with Zoning Ordinance 17-80 for RBI Rentals, LLC for three newly created parcels located off the 1000 block of John Street**
- 5. Consideration for Zoning Change from GA General Agriculture to R-2 Residential 2 in accordance with Zoning Ordinance 17-80 for RBI Rentals, LLC for three newly created parcels located off the 1000 block of John Street**
- 6. Public Hearing for Request for Zoning Change from B-3 Interchange District to B-2 Highway Business District in accordance with Zoning Ordinance 17-80 for Biondo Properties located at 850 Avon Road**
- 7. Consideration of Request for Zoning Change from B-3 Interchange District to B-2 Highway Business District in accordance with Zoning Ordinance 17-80 for Biondo Properties located at 850 Avon Road**
- 8. Public Hearing for Request for Zoning Change from CU Civic Use District to M-1 Manufacturing 1 District in accordance with Zoning Ordinance 17-80 for Barre Development Group, LLC located at 200 Theater Road**
- 9. Consideration of Request for Zoning Change from CU Civic Use District to M-1 Manufacturing 1 District in accordance with Zoning Ordinance 17-80 for Barre Development Group, LLC located at 200 Theater Road**

- 10. Public Hearing for Request for Conditional Use Permit for Outdoor Storage in the M-1 Manufacturing 1 District in accordance with Zoning Ordinance 17-232(c)5 as required by the original Conditional Use Permit issued in 2018 for LMI Properties located at 421 Walrath Street**
- 11. Consideration of Conditional Use Permit for Outdoor Storage in the M-1 Manufacturing 1 District in accordance with Zoning Ordinance 17-232(c)5 as required by the original Conditional Use Permit issued in 2018 for LMI Properties located at 421 Walrath Street**
- 12. Consideration of Sign Ordinance Requirements Change for Civic Use Zoning District**
- 13. Consideration of Awning for Z S Investments Located at 122 E Oak Street**
- 14. Items for Future Consideration**
- 15. Adjourn**

A possible quorum of the Common Council may attend this meeting but no action will be taken by the Council

Posted: 09/06/2022

CITY OF SPARTA
PLANNING COMMISSION MINUTES
August 3, 2022

PRESENT: Mayor Riley, John Ambro, Anthony Boltik, Jim Church

ABSENT: Ron Button, Ed Lukasek, Toni Wissestad

ALSO PRESENT: Todd Fahning, Mark Sund, Matthew Hoffland, Paul and Lynette Schmitz, Troy Harris, Dennis Pennel, Sam Brown

Mayor Riley called the meeting to order at 6:30 p.m.
Roll call was done by the Clerk.

A motion was made by John Ambro and seconded by Anthony Boltik to approve the consent agenda consisting of the minutes from the regular meeting on July 6, 2022. Motion carried 4-0.

Paul Schmitz addressed the committee with a report of the progress that has been made at Auto Repair Garage located at 503 Prairie Avenue. He noted there were still a few areas that still need cleaning. The storage of vehicles has been problem solved as of August 2, 2022 with a contract with Dennis Pennel to park vehicles in a fenced area. Paul has been in communication with the owners, Rueben and Rosa, about continuing progress. He admits the language and cultural barriers have played a factor in the delay. They are asking the committee for additional suggestions for improvement in order to approve the conditional use. It was suggested that the pile of tires be removed and that they abide by the noise ordinance when working on vehicles. Troy Harris spoke and agrees there has been some improvement, but he was looking for a more detailed plan for the operation of the repair garage.

A motion was made by John Ambro and seconded by Jim Church to approve the Conditional Use Permit to Auto Repair Garage for RBI Construction, Inc. located at 503 Prairie Avenue per Zoning Ordinance Section 17-232 (c). Motion carried 4-0.

The owners of Auto Repair Garage, located at 503 Prairie Avenue, are requesting approval of a sign design for their business. Todd Fahning stated that the 2' by 3' sign is well within the size limits and stated that the wall sign must be secured to the building using a solid backing.

A motion was made by John Ambro and seconded by Kevin Riley to approve the sign permit for Auto Repair Garage located at 503 Prairie Avenue. Motion carried 4-0.

RBI Rentals, LLC is requesting approval of their Certified Survey Map to create three lots located on John Street. Their intent is to build duplexes on these lots pending a conditional use approval. Todd stated that they are allowed to develop five lots without having a subdivision plan.

A motion was made by John Ambro and seconded by Kevin Riley to approve the CSM for RBI Rentals, LLC for lots located on John Street. Motion carried 4-0.

Sam Brown of Max Building Solutions presented his office and warehouse facility site development for the property located at 3001 Bicycle Street in South Pointe Business Park. He stated that the buildings were to be located in the northern part of the property. He intends the building to basically be a giant display of the materials he will be selling for the lumberyard. He will have final decisions on colors in the near future.

A motion was made by Jim Church and seconded by Anthony Boltik to approve the Site Development Review for Max Building Solutions located at 3001 Bicycle Street. Motion carried 4-0.

SERVPRO is requesting a site development review of a cold storage warehouse located on their property at 2451 Riley Road. It is to be located at the back of the lot and will be used for processing of materials. The current processing area is now too small for the quantity they are processing. The building colors will match the existing building.

A motion was made by Jim Church and seconded by John Ambro to approve the Site Development Review for SERVPRO located at 2451 Riley Road. Motion carried 4-0.

Todd presented to the committee the influx of requests to install a fencing material that does not fit the particular categories in our ordinance. Suppliers like Menards and Home Depot are selling a product they call hog fencing panels or Euro steel fencing panels. It is a coated fencing material and it is proving to be more cost effective, as wood and vinyl fencing pricing has risen significantly. Todd is asking the committee to allow him to interpret this type of fencing as an approved material. If there is any question regarding a material to be used, he will bring it to the committee for approval on a case by case basis. The committee agreed to this course of action.

Items for future consideration:

Todd served Rush Hour Towing (LMI Properties) with a letter to inform them that their Conditional Use Permit has expired and that they need to reapply. Todd stated that they have not kept up with the terms of the CUP. They have hired an attorney.

A motion was made by John Ambro and seconded by Jim Church to adjourn at 7:12 p.m. Motion carried 4-0.

Respectfully submitted,
Jennifer Lydon
City Clerk

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN, that a PUBLIC HEARING will be held before the Planning Commission of the City of Sparta, at a meeting on the 7th day of September, 2022 at 6:30 p.m.

Request for Zoning Change from GA General Agriculture to R-2 Residential 2 in accordance with Zoning Ordinance 17-80 for RBI Rentals, LLC for three newly created parcels located off the 1000 block of John Street

Any interested party may appear in person or have their agent and/or attorney appear to present their views for or against the approval of this change.

Dated: August 22, 2022

**Jennifer Lydon
City Clerk, City of Sparta**

If you should have any questions, please contact Todd Fahning at (608) 269-4340, Ext 5159.



Bicycling Capital of America

PLAN COMMISSION APPLICATION FORM

Date: 7/25/2022

Name/Company: RBI Rentals, LLC

Address: 402 S Black River Street Ste 105
Sparta, WI

Phone: (608) 269-0386

Purpose: Rezone # 281-02622-0000
Lots 1000 block of John Street

Meeting Date: 9/7/2022

Fee: \$ 75.00

CITY OF SPARTA

AUG 11 2022

PAID

Fee Schedule:

Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
<u>Request for Zoning Change</u>	<u>\$75.00</u>
Development Review (business)	\$75.00
Subdivision Plat Review	\$150.00
PUD Review	\$150.00
Lot Division/CSM Approval	\$50.00
Grading/Filling/Stormwater	\$50.00
ET Zoning Permit Residential	\$50.00
ET Zoning permit Accessory	\$25.00
ET Zoning Permit Business, Industrial, Manufacturing	\$75.00

**Mail To:
Building & Zoning Office
201 W Oak Street
Sparta, WI 54656**

PH: (608) 269-4340

Note: All items for Plan Commission must be received five working days prior to the scheduled meeting (the first Wednesday of the first full week every month.) All fees are due at the time of application and are non-refundable.

All site and building plans must be submitted no larger than 11" x 17".

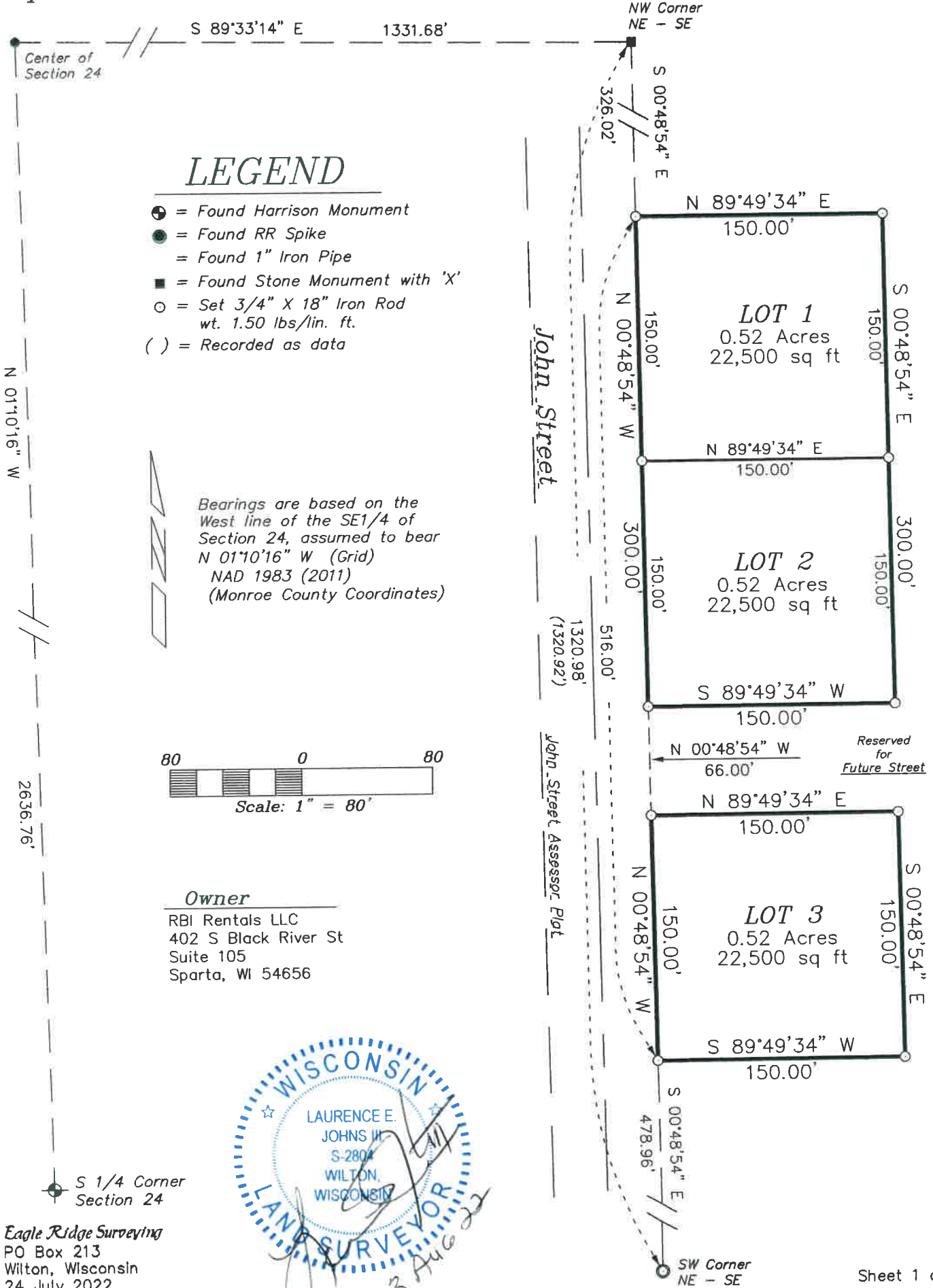
EXEMPT

Under Sec. 35-8

Initials: [Signature] Date: 8-11-22

CERTIFIED SURVEY MAP

Part Of Certified Survey Map,
Volume 1, Page 226, Doc 290930,
Located In The NE1/4 Of The SE1/4
Of Section 24, T17N, R4W, City Of
Sparta, Monroe County, Wisconsin



CERTIFIED SURVEY MAP
*Part Of Certified Survey Map, Volume 1,
 Page 226, Doc 290930, Located In The NE1/4
 Of The SE1/4 Of Section 24, T17N, R4W,
 City Of Sparta, Monroe County, Wisconsin*

DESCRIPTION

A parcel of land being part of CSM, Vol 1, Pg 226, Doc 290930 and located in the NE1/4 of the SE1/4 of Section 24, T17N, R4W, City of Sparta, Monroe County, Wisconsin the exterior boundary of which is described as follows:

Commencing at the S 1/4 Corner of Section 24;
 thence N 01°10'16" W, 2636.76 feet to the Center of Section 24;
 thence S 89°33'14" E along the North line of the NW1/4 of the SE1/4,
 1331.68 feet to the NW Corner of the NE1/4 of the SE1/4;
 thence S 00°48'54" E along the West line of the NE1/4 of the SE1/4,
 326.02 feet to the point of beginning.

Thence N 89°49'34" E, 150.00 feet;
 thence S 00°48'54" E, 300.00 feet;
 thence S 89°49'34" W, 150.00 feet to the West line of the NE1/4 of the
 SE1/4;
 thence S 00°48'54" E along the West line of the NE1/4 of the SE1/4,
 66.00 feet;
 thence N 89°49'34" E, 150.00 feet;
 thence S 00°48'54" E, 150.00 feet;
 thence S 89°49'34" W, 150.00 feet to the West line of the NE1/4 of the
 SE1/4;
 thence N 00°48'54" W along the West line of the NE1/4 of the SE1/4,
 516.00 feet to the point of beginning.

SURVEYOR'S CERTIFICATE

I, Laurence E Johns III, Professional Land Surveyor, hereby certify that by the order of and under the direction of Lynette Schmitz, I have surveyed, divided and mapped this property, that this map is a correct representation of the exterior boundaries of the land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the City of Sparta Subdivision Ordinance to the best of my knowledge and belief.

COMMON COUNCIL RESOLUTION

Resolved, that this Certified Survey Map as shown in the City of Sparta is hereby approved by the Common Council.

8/10/2022
Date

Kevin Riley
Kevin Riley, Mayor

I hereby certify that the foregoing is a copy of a resolution adopted by the Sparta Town Board.

8/10/2022
Date

Jennifer Lydon
Jennifer Lydon, City Clerk



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Request for Zoning Change from B-3 Interchange District to B-2 Highway Business District in accordance with Zoning Ordinance 17-80 for Biondo Properties located at 850 Avon Road

Any interested party may appear in person or have their agent and/or attorney appear to present their views for or against the approval of this change.

Dated: August 22, 2022

**Jennifer Lydon
City Clerk, City of Sparta**

If you should have any questions, please contact Todd Fahning at (608) 269-4340, Ext 5159.



Bicycling Capital of America

PLAN COMMISSION APPLICATION FORM

Date: 8/15/2022

Name/Company: BIONDO Properties / Kevin Biondo

Address: 1247 LACROSSE St.
LA CROSSE WI, 54601

Phone: 608-386-7392

Purpose: Zoning Change - B-3 to B-2
Parcel # 28102679000

Meeting Date: Sept. 7th, 2022

Fee: \$ 75.-

134 a18

CITY OF SPARTA

AUG 22 2022

PAID

Fee Schedule:

Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
<u>Request for Zoning Change</u>	<u>\$75.00</u>
Development Review (business)	\$75.00
Subdivision Plat Review	\$150.00
PUD Review	\$150.00
Lot Division/CSM Approval	\$50.00
Grading/Filling/Stormwater	\$50.00
ET Zoning Permit Residential	\$50.00
ET Zoning permit Accessory	\$25.00
ET Zoning Permit Business, Industrial, Manufacturing	\$75.00

Mail To:
Building & Zoning Office
201 W Oak Street
Sparta, WI 54656

PH: (608) 269-4340

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All site and building plans must be submitted no larger than 11" x 17".

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Any interested party may appear in person or have their agent and/or attorney appear to present their views for or against the approval of this change.

Dated: August 22, 2022

**Jennifer Lydon
City Clerk, City of Sparta**

If you should have any questions, please contact Todd Fahning at (608) 269-4340, Ext 5159.



Bicycling Capital of America

PLAN COMMISSION APPLICATION FORM

Date: 08/11/2022

Name/Company: Mitch Muller / Barre Development Group LLC

Address: W7468 County Road ZN, Onalaska WI 54650

Phone: 608-479-0031

Purpose: Parcel Number 281-02687-7000 ~~281-040-004-7000~~ City of Sparta

Request Zoning change to M-1 Manufacturing District

134173

Meeting Date: 09/07/2022

Fee: \$ 75.00

CITY OF SPARTA

AUG 17 2022

Fee Schedule:

Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
Request for Zoning Change	\$75.00
Development Review (business)	\$75.00
Subdivision Plat Review	\$150.00
PUD Review	\$150.00
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PAID

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Dated: August 22, 2022

**Jennifer Lydon
City Clerk, City of Sparta**

If you should have any questions, please contact Todd Fahning at (608) 269-4340, Ext 5159.



Bicycling Capital of America

PLAN COMMISSION APPLICATION FORM

Date: 8/18/22

Name/Company: LMI Properties, LLC

Address: 421 Walrath Street
Sparta, WI 54656

Phone: 608-547-9419

Purpose: Conditional Use Permit -
Permitting Outside Storage

Meeting Date: 9/7/2022 #134245

Fee: \$ 75.00

CITY OF SPARTA

Fee Schedule:

Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
Request for Zoning Change	\$75.00
Development Review (business)	\$75.00
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AUG 23 2022

PAID

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Building & Zoning Office
201 W Oak Street
Sparta, WI 54656

PH: (608) 269-4340

Note: All items for Plan Commission must be received five working days prior to the scheduled meeting (the first Wednesday of the first full week every month.) All fees are due at the time of application and are non-refundable.

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July 27, 2022

LMI Properties
27836 Nevada Road
Cashton, WI 54619

RE: 421 Walrath Street

The purpose of this letter is to inform you that your Conditional Use Permit issued September 20, 2018 permitting outside storage in the M-1 zoning district has since expired. The Planning Commission approved your permit for a period of one (1) year.

You must re-apply for a new Conditional Use permit as required by the Planning Commission. I have attached the minutes of the original meeting along with your CUP permit as well as application for your Conditional Use permit.

Please send your application to the Community Development office no later than **August 15, 2022** in order to meet statutory requirements for notification of the public hearing to be held **September 7, 2022**.

Your cooperation is appreciated. If you have any questions or concerns, please do not hesitate to contact me.

Respectfully,

CITY OF SPARTA

201 W. OAK STREET SPARTA, WI 54656

PERMIT NO. _____

APPLICATION FOR SIGN PERMIT

THE UNDERSIGNED HEREBY MAKES APPLICATION TO ERECT A SIGN SPECIFIED HEREIN, AND DOES AGREE THAT THE PROVISIONS OF THE SIGN ORDINANCE, BUILDING CODE AND ZONING ORDINANCE WILL BE COMPLIED WITH WHETHER THE SAME ARE SPECIFIED HEREIN OR NOT.

GENERAL

LOCATION: 122 E. OAK ST			
OWNER: 25 INVESTMENTS	PHONE: (608) 487-0707		
ADDRESS: 122 E. OAK ST	CITY: SPARTA	STATE: WI	ZIP: 54656
SIGN ERECTOR: LA CROSSE SIGN	PHONE:		
ADDRESS:	CITY:	STATE:	ZIP:
ELECTRICAL CONTRACTOR:	PHONE:		
ADDRESS:	CITY:	STATE:	ZIP:

USE

TYPE OF SIGN: Awnings		
FOOTAGE ALONG FRONT PROPERTY LINE:	FT. X .8 SQUARE FEET=	MAX. AREA
LENGTH OF BUILDING: 26'	FT. X 1.5 SQUARE FEET=	MAX. AREA
TOTAL SQUARE FOOTAGE OF SIGN:		
HEIGHT OF SIGN:		
ESTMATED COST OF SIGN:		
TOTAL SQUARE FOOTAGE OF ALL SIGNS ON PROPERTY:		

LOCATION

	REQUIRED	PROVIDED
SIDE YARD (W/N)		
SIDE YARD (S/E)		
FRONT YARD	6' TO CURB	

APPLICATION


1. A \$30.00 NON-REFUNDABLE APPLICATION/PERMIT FEE
2. TWO COPIES OF A PLOT PLAN DRAWN TO SCALE SHOWING:
 - a. THE LOCATION OF THE PROPOSED SIGN
 - b. THE LOCATION AND THE TYPES OF ALL OTHER EXISTING OR PROPOSED SIGNS
 - c. BUILDING AND DRIVEWAYS EITHER EXISTING OR PROPOSED
3. TWO COPIES OF A SCALE DRAWING (NOT LESS THAN 1/2" = 1'0") OF THE PROPOSED SIGN SHOWING EXACTLY HOW THE PROPOSED SIGN WILL LOOK AND IT'S HEIGHT ABOVE GROUND. THE PLANNING COMMISSION MAY ACCEPT PHOTOGRAPHS OF SUFFICIENT SIZE AND CLARITY IN LEAU OF A DRAWING.

PLAN COMMISSION APPROVAL

APPROVAL DATE:	APPROVED #	MODIFIED #	DENIED #
COMMENTS:			

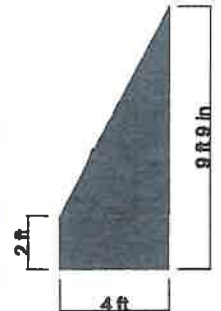
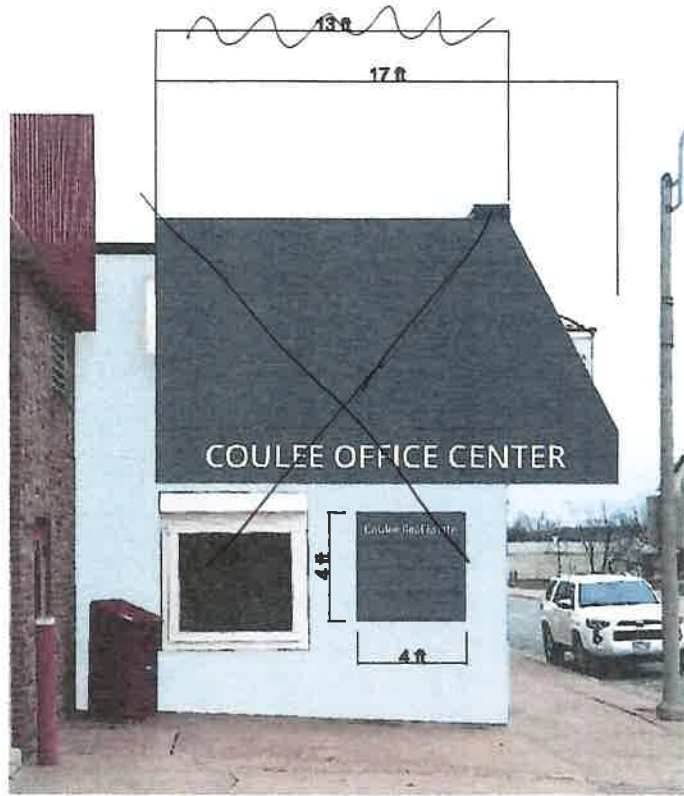
IT IS HEREBY AGREED BY THE UNDERSIGNED AS OWNER, HIS AGENT OR SERVANT, AND THE CITY OF SPARTA, THAT FOR AND IN CONSIDERATION OF THE PREMISES AND OF THE PERMIT TO CONSTRUCT, ERECT, ALTER OR INSTALL AND FOR THE USE OF ADVERTISING STRUCTURE DESCRIBED ABOVE TO BE ISSUED AND GRANTED BY THE BUILDING INSPECTOR THAT THE WORK THEREON WILL BE DONE IN ACCORDANCE WITH THE DESCRIPTION HERIN SET FORTH IN THIS STATEMENT, AND AS MORE FULLY DESCRIBED IN THE SPECIFICATIONS AND PLANS HEREIN FILED, AND IS FURTHER AGREED TO CONSTRUCT, ERECT, ALTER OR INSTALL IN STRICT COMPLIANCES OF THE CITY OF SPARTA.

QUINTON SCHAFFEL


OWNER/AGENT

8-28-22
DATE

B: Awning and Tenant Sign



Approved by: _____ Date: _____ Landlord: _____ Date: _____

*Colors on sketch are only a representation, actual color of finished product may differ from this sketch.
 *To make the best use of standard sized materials and control costs the size of the finished product may vary slightly.

This artwork is copyright La Crosse Sign Group and may not otherwise be used without permission. It is the property of La Crosse Sign Group and must be returned to them upon request.

lacrossesign.com **DESIGN** **SALES** **FILE** **COLOR KEY**



1450 Oak Forest Drive • Onalaska, WI 54650 • 608-781-1450
 2242 Mustang Way • Madison, WI 53718 • 608-222-5353
 2502 Melby Street • Eau Claire, WI 54703 • 715-835-6189

Drawing by: Chris Clark
 Sign Type: Awning
 Date Created: 4-4-2022
 Last Modified:
 Scale: 1/8"=1'

Job Name: Coulee Real Estate
 Job Address: 122 E. Oak St.
 Sparta, WI
 Consultant: James Fuchsel
 Job Number: 116585

Version Number:
 Job File Location:
 S:\C\Coulee Real Estate\Sparta\
 122 E. Oak St\116585 Awning\
 Design

- ① TBD/Charcoal/Nimbus Gray 3M-101
- ② White
- ③
- ④
- ⑤