Plan Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Agenda

Monday, August 22, 2016 **7:00 PM** **De Pere City Hall Council Chambers**

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **August 22, 2016** at **7:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to Order

1. Roll Call
2. Approval of the minutes of the July 25, 2016 Plan Commission meeting.
3. Informational Item: Potential Infrastructure Improvements at Main Ave and Lawrence Dr
4. Review and recommendation for a Proposed Four-Lot Extraterritorial Certified Survey Map on Wrightstown Road in Rockland (Parcel R-313). Submitted by CQM INC.*
5. Review and recommendation for a Proposed Two-Lot Certified Survey Map at 400 Destiny Drive (Parcel ED-F0081-2). Submitted by the City of De Pere.*
6. Review and Recommendation for a Site Plan request at 400 Destiny Drive for a new office and parking lot. Applicant: Paroubek Holdings LLC
7. Erosion Control Ordinance Revisions
8. Nomination and Election of a Vice-Chair

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by Noon on the day of the meeting so that arrangements can be made.

Agenda Sent To:
Alderpersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Timothy J. Ambrosius, PE
Richard & Mary Vande Hei
Town of Rockland
Tom Paroubek
Main Street De Pere LLC
Garritt Bader
Romaine Schanock
Ross Yeschek

City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE:	**August 22, 2016**
DEPARTMENT:	**Plan Commission**
FROM:	**Kelly Barker**
SUBJECT:	**Approval of the minutes of the July 25, 2016 Plan Commission meeting.**

ATTACHMENTS:

- PC_July2016_Minutes_Draft (PDF)

Plan Commission

335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Regular Meeting

Draft Minutes

Monday, July 25, 2016 7:00 PM De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 7:00 PM by Alderperson James Boyd

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Excused	
James Boyd	Alderperson	Present	
Larry Lueck	Alderperson	Present	
Derek Beiderwieden	Commissioner	Present	
Jim Kalny	Commissioner	Present	
Amy Kundinger		Present	
Steve Taylor	Commissioner	Excused	

Also present: City Planner Peter Schleinz, City Attorney Judy Schmidt-Lehman, and members of the public.
In the absence of Mayor Walsh, the Commission nominated a chair pro-tem to lead the meeting. Jim Kalny motioned, seconded by Derek Beiderwieden, to elect Alderperson Boyd as the chair pro-tem. Upon vote, motion carried unanimously.

2. Approval of the minutes of the June 27, 2016 Plan Commission meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Jim Kalny, Commissioner
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

3. A Public Hearing on the proposed project plan amendment to Tax Incremental Financing District #7 is scheduled for 7:00 PM, or as soon thereafter as can be heard.

A. Notice of Public Hearing

Staff member Kelly Barker read the notice of public hearing and announced that it was published in the Green Bay Press Gazette on July 11 and July18, 2016.

B. Review of Project Plan Amendment for Tax Incremental Financing District #7*

Alderperson Boyd declared the public hearing open to the public; no one wished to speak so he declared the public hearing closed. City Planner Peter Schleinz reviewed the proposed amendment, explaining that this is the second amendment to TID #7. The only amendment proposed for the TID at this time is to include consideration of the Mulva Center, which is a non-taxable cultural event center which is planned to be built at the former MAC Dental site. This amendment does not alter the TID boundary; what it does do is provide an economic impact analysis and provide for TID land acquisition costs for the proposed Mulva Center. Alderperson Lueck motioned, seconded by Alderperson Boyd, to approve the project plan amendment. Upon vote, motion carried unanimously.

Attachment: PC_July2016_Minutes_Draft (5061 : Minutes)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

C. Resolution PC16-01, Recommending Adoption of the Project Plan Amendment for Tax Incremental Financing District #7

City Planner Peter Schleinz noted that the resolution is scheduled to go before the City Council meeting on August 2, 2016. Alderperson Lueck motioned, seconded by Jim Kalny, to approve the resolution. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Jim Kalny, Commissioner
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

4. Review and Recommendation for a Conditional Use request to allow Student Housing on Property Zoned R-2 (Single and Two-Family Residence District) on 4th Street, being parcels WD-230, WD-225, WD-224, and WD-246. Applicant: St. Norbert College *

City Planner Peter Schleinz reviewed the conditional use request to allow student housing on four properties that used to be owned by individual landlords but were recently purchased by St. Norbert College. All four properties are located within the 400-700 block of Fourth Street and are zoned R-2 (single and two family residence district). They will continue to remain R-2 but they are now under the ownership of St. Norbert College and therefore fall under the category of student housing. When looking at the history of these properties, Peter mentioned that there have been a few maintenance issues; however most of those issues have now been addressed since ownership has changed hands. This item will forward on to City Council for the August 16, 2016 meeting where a public hearing will take place. Staff recommended approval with one condition that it follow all state & local regulations and zoning codes for university and college housing.
Alderperson Boyd asked if St. Norbert College will now maintain all of the houses.
Peter replied that the intent is that the use of the houses will continue as they have in the past except now the landlord is St. Norbert College, who will be responsible for all maintenance on the houses. Derek Beiderwiden motioned, seconded by Jim Kalny, to open the meeting. Upon vote, motion carried unanimously.
Jim Anderson, who owns property on Fourth Street, addressed the board. He stated that he is not against the conditional use request. In fact, he feels that the houses will be better cared for under the ownership of St. Norbert College. However, he would like the college to consider a few things which he thinks would improve the properties. In particular, the soffits and trim need to be painted at 507 Fourth St. Also, at both 515 and 517 Front Street, there are gravel driveways. He would like to see the gravel removed and changed to a hard surface instead. He is also concerned about the lack of landscaping at all of the properties. In response to these comments, the board invited Pat Wren, director of facilities at St. Norbert College to address the comments. He explained that the college is planning on paving the driveways, especially the gravel ones. Because the landscaping was overgrown and unkept at these houses, the college decided to remove most of the landscaping to keep the yards low-maintenance. Amy Kundinger

Attachment: PC_July2016_Minutes_Draft (5061 : Minutes)

asked what the time frame is for the improvements. Pat Wren explained that the painting at 507 Fourth Street is already being done. And since the properties were purchased after the budget for this year was already approved, the other improvements will be put on the agenda for next year's budget. Derek Beiderwieden motioned, seconded by Alderperson Boyd to go back to regular session. Derek Beiderwiden motioned, seconded by Alderperson Boyd to approve all four conditional use requests as one. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

5. Review and Recommendation for a Site Plan request at 1751 W. Matthew Drive for an office and parking lot expansion. Applicant: Davel Engineering & Environmental INC

City Planner Peter Schleinz reviewed the site plan for Fox River Fiber for a 2700 sq ft addition. They are proposing the addition of nine parking stalls and nine offices and one conference room. Peter pointed out that the site plan has changed slightly since when the agenda packet was published. At the time of publishing, the site plan proposed a metallic material would be used on the face of the building which required Plan Commission approval. However, this has changed and is now being replaced with mason and brick which is already within code and does not require approval. Also, the parking stalls are appropriate with City of De Pere requirements. Staff recommends approval subject to the comments and conditions of the Plan Commission. The members did not have any questions for the applicant. Jim Kalny motioned, seconded by Amy Kundinger, to approve the site plan. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jim Kalny, Commissioner
SECONDER:	Amy Kundinger
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

6. Review and Recommendation for a Site Plan request at 2049 Creamery Road for a two-bay garage expansion. Applicant: Heyrman Construction Company INC

City Planner Peter Schleinz reviewed the site plan request for Trudell Trailers for a 4000 sq ft addition to the Southern end of an existing building. The site plan is proposing the addition of two in-bay garages which will be used for painting. Metal siding on the South and East side of the structure are proposed, which does require approval from the Plan Commission in order to be an allowed material. Peter noted that this same material has already been used on the existing buildings. When staff reviewed this site plan, engineering did identify that there were eight technical corrections that needed to be made, most of them related to identifying sewer depths and other similar stormwater related corrections. Also, Plan Commission staff strongly recommended combining the three parcels of land into one so that the use of outdoor storage on the two parcels without a building ceases to be a non-conforming use. This recommendation is not required as a condition of approval for the site plan but is just a suggestion so they don't run into any other zoning problems in the future. Staff recommended approval subject to the comments and conditions of the Plan Commission. The members did not have any

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questions for the applicant. Alderperson Lueck motioned, seconded by Amy Kundinger, to approve the site plan with conditions. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Amy Kundinger
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

7. Review and Recommendation on a Zoning Ordinance amendment to create an Agricultural District (A-1)*

City Planner Peter Schlienz explained that the City has identified a number of areas on the outskirts of De Pere where it would like to have agricultural uses allowed since the land is not yet developed. However, the City does not have an agricultural category in the City of De Pere zoning code so there is no A-1 or A-2 or any type of agricultural district at present time. This proposal would create an agricultural district so that agricultural uses can be allowed and monitored and controlled with the zoning code. The plan is not to take property and convert it from other uses that already might be existing and change to agricultural. Instead, it's to properly zone uses that are already going on that are agricultural uses so that it falls into the proper zoning category. The majority of these areas are on the Southern ends of the City. One area of the code that will need to be addressed is animal waste management. Since this is a rather complex topic, the City has plans to delegate that authority to Brown County because they have a staff in their land conservation department that specializes in animal waste management. This plan is in the works and is being discussed with Brown County at this time. This amendment would relate to more of the agricultural land uses that would fall under the A-1 zoning category. Staff recommended approval of the proposed agricultural district and the item will be forwarded to City Council for a public hearing on August 16, 2016. There were no questions from the board members. Alderperson Boyd moved, seconded by Alderperson Lueck, to approve the amendment. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Boyd, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	Michael J. Walsh, Steve Taylor

Adjournment

Before adjournment, Derek Beiderwieden suggested to include a future agenda item for the next meeting to discuss the nomination and election of a vice-chair. This item will be added as an agenda item to next month's Plan Commission meeting, which is scheduled for August 22, 2016. Derek Beiderwieden motioned, seconded by Jim Kalny, to adjourn the meeting. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker

Attachment: PC_July2016_Minutes_Draft (5061 : Minutes)

City of De Pere, Wisconsin

Request For Plan Commission Action

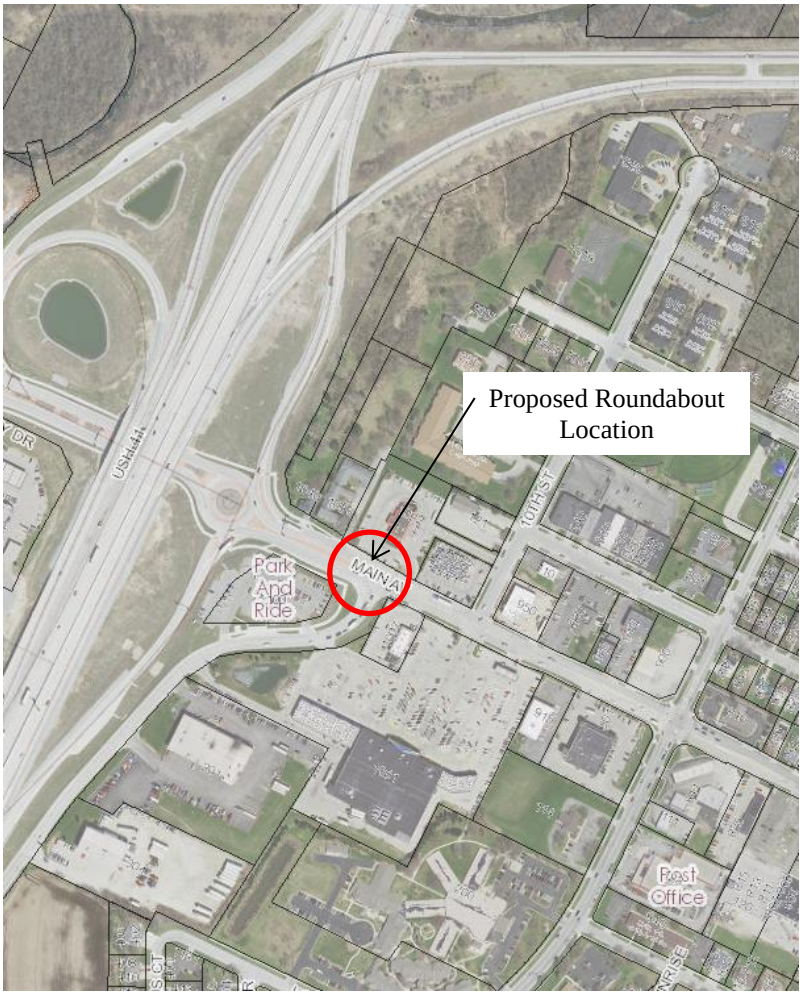
MEETING DATE:	**August 22, 2016**
DEPARTMENT:	**Plan Commission**
FROM:	**Kimberly Flom**
SUBJECT:	**Informational Item: Potential Infrastructure Improvements at Main Ave and Lawrence Dr**

ATTACHMENTS:

- PC Report Main Lawrence Roundabout (DOCX)
- Main Lawrence Roundabout Design (PDF)

Item: **Informational Item: Conceptual Design for a possible roundabout at Main Avenue and Lawrence Drive.**

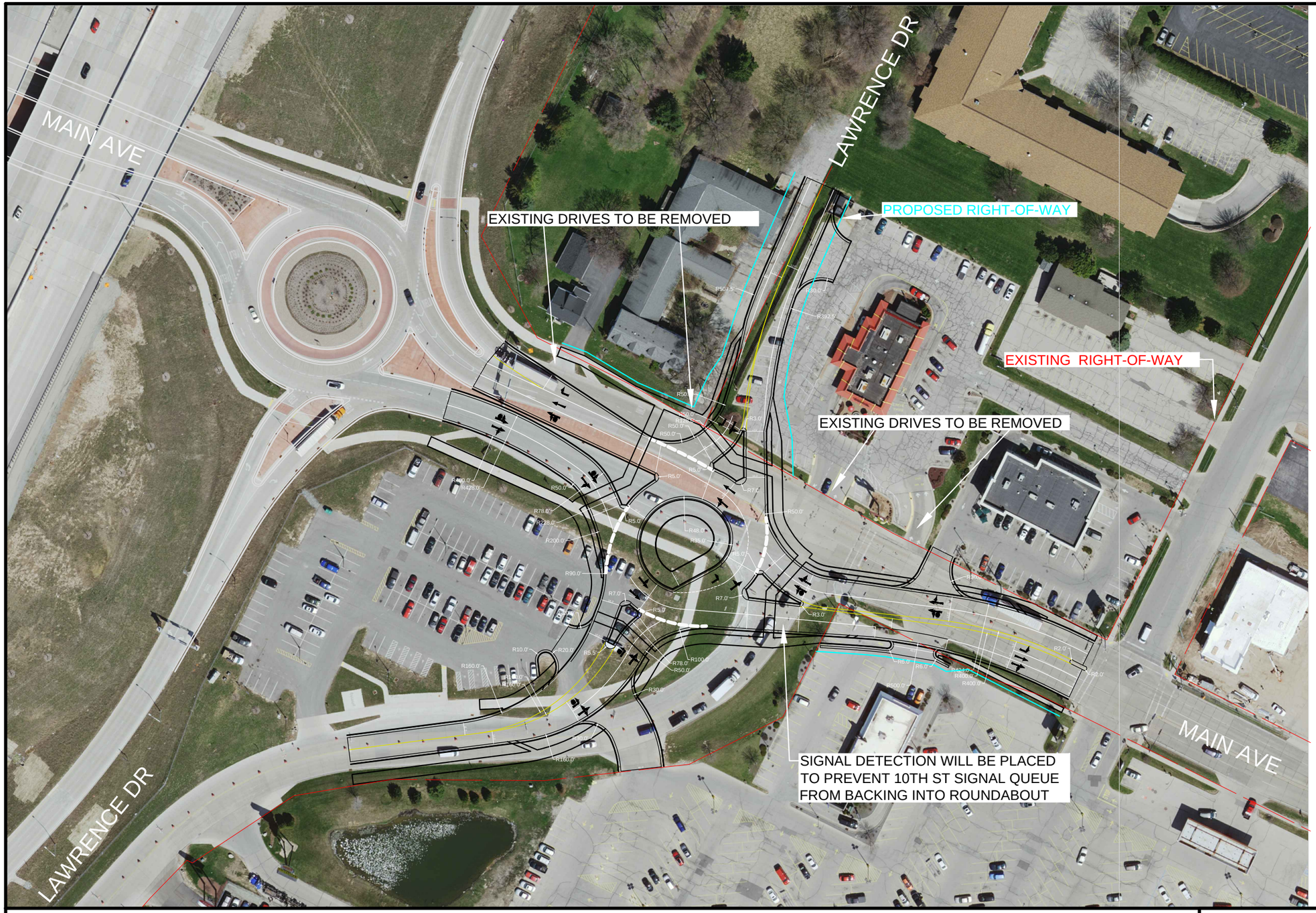
SITE MAP



PROJECT BACKGROUND: Staff has been working with a consultant, DLZ, on a conceptual design for a roundabout at Main Avenue and Lawrence Drive. A roundabout at this location may lead to safer vehicular movements and spur redevelopment. The attached drawing shows the current roundabout design. At the meeting, we will provide a summary of the process to date and next steps.

STAFF RECOMMENDATION: This is an informational item only. No action is requested.

Attachment: PC Report Main Lawrence Roundabout (5055 : Main and Lawrence Roundabout)



SCALE
1:100

MAIN AVE AT LAWRENCE DR ROUNDABOUT
LAYOUT

06/15/2016

CITY OF DE PERE, WI

DLZ

Attachment: Main Lawrence Roundabout Design (5055 : Main and Lawrence Roundabout)

City of De Pere, Wisconsin

Request For Plan Commission Action

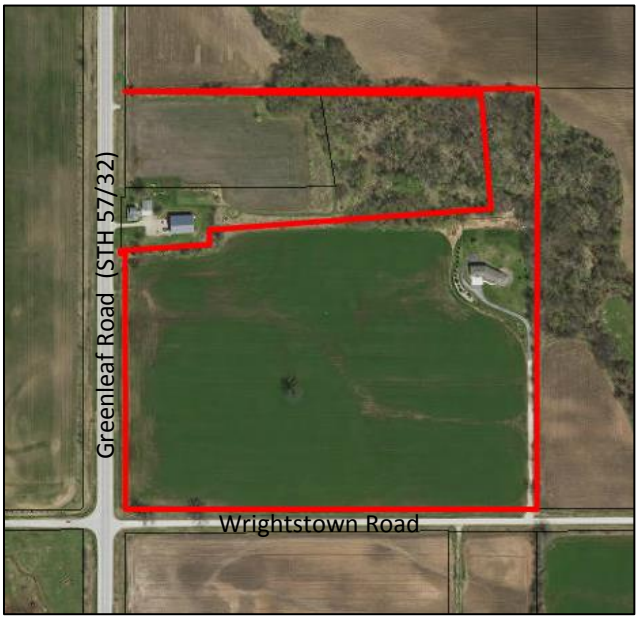
MEETING DATE:	**August 22, 2016**
DEPARTMENT:	**Plan Commission**
FROM:	**Peter Schleinz**
SUBJECT:	**Review and recommendation for a Proposed Four-Lot Extraterritorial Certified Survey Map on Wrightstown Road in Rockland (Parcel R-313). Submitted by CQM INC.***

ATTACHMENTS:

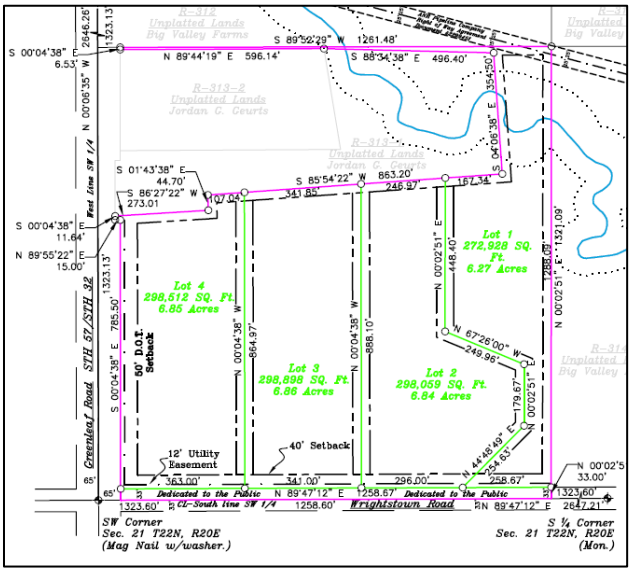
- Extraterritorial CSM - Vande Hei - Plan Commission Report FINAL (DOCX)
- Application Form - Vande Hei (PDF)
- Preliminary CSM - Vande Hei (PDF)

ITEM: **Review and recommendation for a Proposed Four-Lot Extraterritorial Certified Survey Map on Wrightstown Road in Rockland (Parcel R-313). Submitted by CQM INC.***

SITE MAP



PROPOSED CERTIFIED SURVEY MAP AREA



REQUESTED ACTION: Extraterritorial Certified Survey Map Approval.*

COMMON DESCRIPTION: 1771 Wrightstown Road in the Town of Rockland, located northeast from the Wrightstown Road and Greenleaf Road (STH 57/32 intersection.

Attachment: Extraterritorial CSM - Vande Hei - Plan Commission Report FINAL (5048 : Vande Hei CSM - Extraterritorial*)

PARCEL NUMBERS: R-313

EXISTING ZONING: Located in Town of Rockland.

PROPOSED ZONING: None.

SURROUNDING LAND USES: Agricultural and natural areas to the north, south, east, and west.

COMPREHENSIVE PLAN: Not identified as this is an extraterritorial area.

APPLICANT NAME: Timothy J. Ambrosius, P.E., Authorized Representative
CQM INC
2679 Continental Drive
Green Bay, WI 54311

SITE HISTORY: After a review of air photographs, the property has been used for agricultural purposes for the past 80 years. There is one residential structure on the property. There is also a waterway with environmentally sensitive areas in the northeast corner of the subject side, which impacts lot 1. The environmentally sensitive areas do not appear to impact developable space for the proposed new lots.

The proposed land division lies outside of the City's Urban Reserve Area. The minimum lot size of 10 acres does not apply for this land division

STAFF REVIEW: When reviewing a Certified Survey Map, staff considers State Statutes 236, Section 46-8 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

The Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. Creating four lots for proposed residential sites does not impact the Comprehensive Plan negatively.

For extraterritorial Certified Survey Map petitions, the Plan Commission either approves, rejects, or approves the map with conditions. The subject Certified Survey Map must also be approved by the Common Council due to being an extraterritorial review.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the extraterritorial Certified Survey Map and forwarding the map to the Common Council for final approval, subject to:

1. A color air photograph should not be used on the map on page 2 of the CSM.
2. Meeting all other state and local regulations, including the Town of Rockland and Brown County Planning & Land Services.

Attachment: Extraterritorial CSM - Vande Hei - Plan Commission Report FINAL (5048 : Vande Hei CSM - Extraterritorial*)

CITY OF DE PERE

APPLICATION FOR CSM REVIEW

Fee: $ 350.00

Receipt #: 115008

Date: 8/5/16

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity)	Authorized Representative	Title	
CQM, INC.	Timothy J. Ambrosius, P.E.	President	
Mailing Address	**City**	**State**	**ZIP Code**
2679 Continental Drive	Green Bay	WI	54311
Email Address	**Phone Number (incl. area code)**	**Fax Number (incl. area code)**	
ambrosius@cqminc.com	(920) 465-3911	(920) 465-3913	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Richard & Mary Vande Hei	Richard Or Maty Vande Hei	Owners	
Mailing Address	**City**	**State**	**ZIP Code**
1771 Wrightstown Road	De Pere	WI	54115
Email Address	**Phone Number (incl. area code)**	**Fax Number (incl. area code)**	
	(920) 530-2505		

SECTION 3: Project or Site Location

Project Address/Description	Parcel No.
1771 Wrightstown Road	R-313

SECTION 4: CSM Information

Existing Zoning:	Estate Residential 5-Acre (ER-5) District
Present Use of Parcel:	Residential and Agriculture
Proposed Use of Lots:	Residential

Please submit 1 hard copy and 1 PDF copy of the CSM if the property is located within the City or if the property is located within the extraterritorial jurisdiction.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

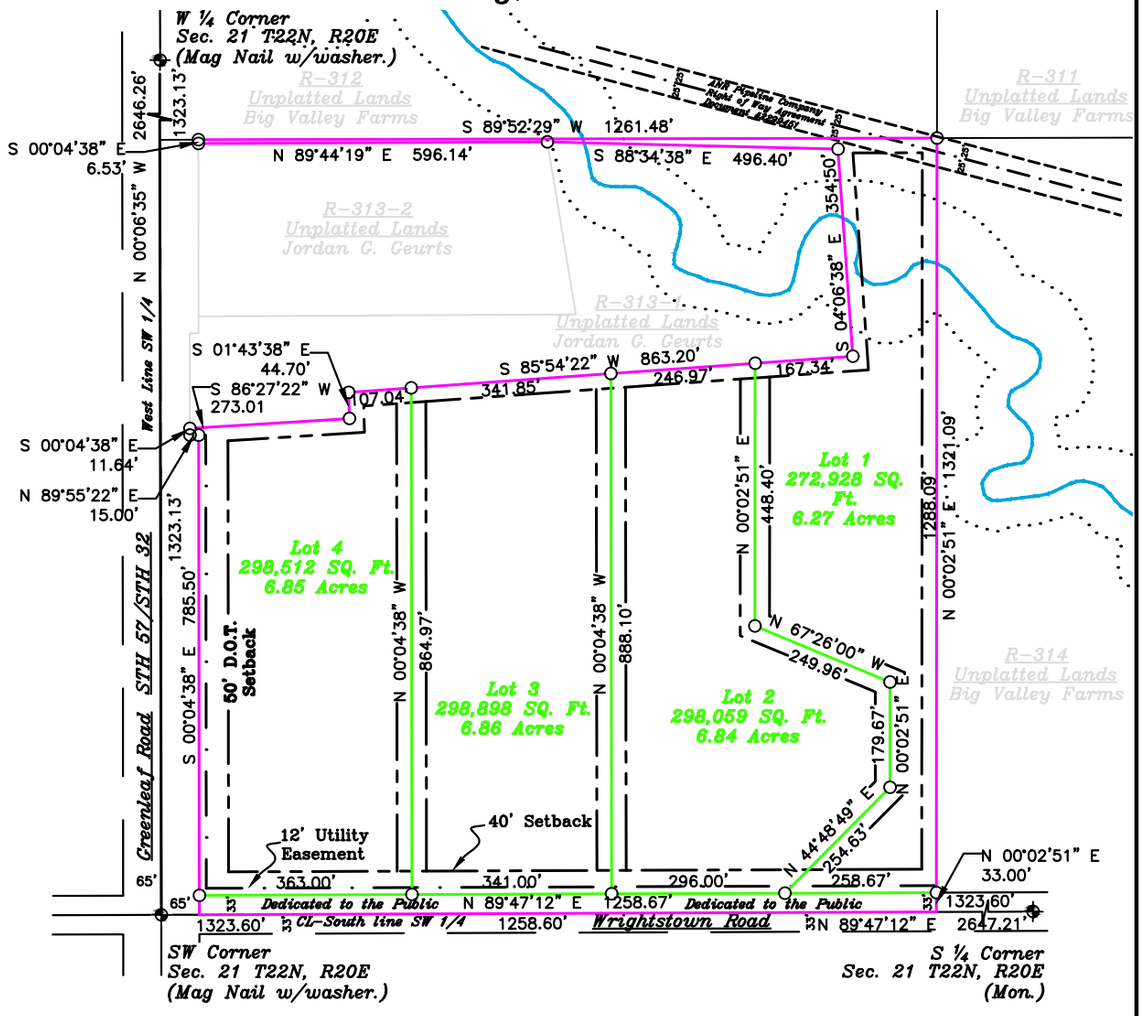
Name of Owner/Authorized Representative (please print)	Title	Phone Number
Timothy J. Ambrosius, P.E.	President	(920) 465-3911
Signature of Applicant		**Date Signed**
Timothy J Ambrosius		August 3, 2016

TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 46.	

CERTIFIED SURVEY MAP

A Part of the Southwest ¼ of the Southwest ¼ of Section 21, T22N–R20E, Town of Rockland, Brown County, Wisconsin.



LEGEND

- Brown County Monument
- 1" x 24" Iron Pipe weighing 1.13 lbs/lin. foot set. (ID Cap S–2839)
- Setbacks: 40' Front Yard, 25' Side Yard, 25' Rear Yard
- Right of Way
- Road Centerline
- Brown County 2010 Lidar Contour / Brown County April 2010 Orthophoto (650)
- Waterway
- Flood Hazard Area, Flood Zone A, FIRM Panel #55009C0352F (August 17th 2009)
- 35' Floodway Setback

Bearing Reference:
West line of the SW¼
Section 21, T22N, R20E
(assumed to be N 00°06'35 W)
Brown County Coordinate System

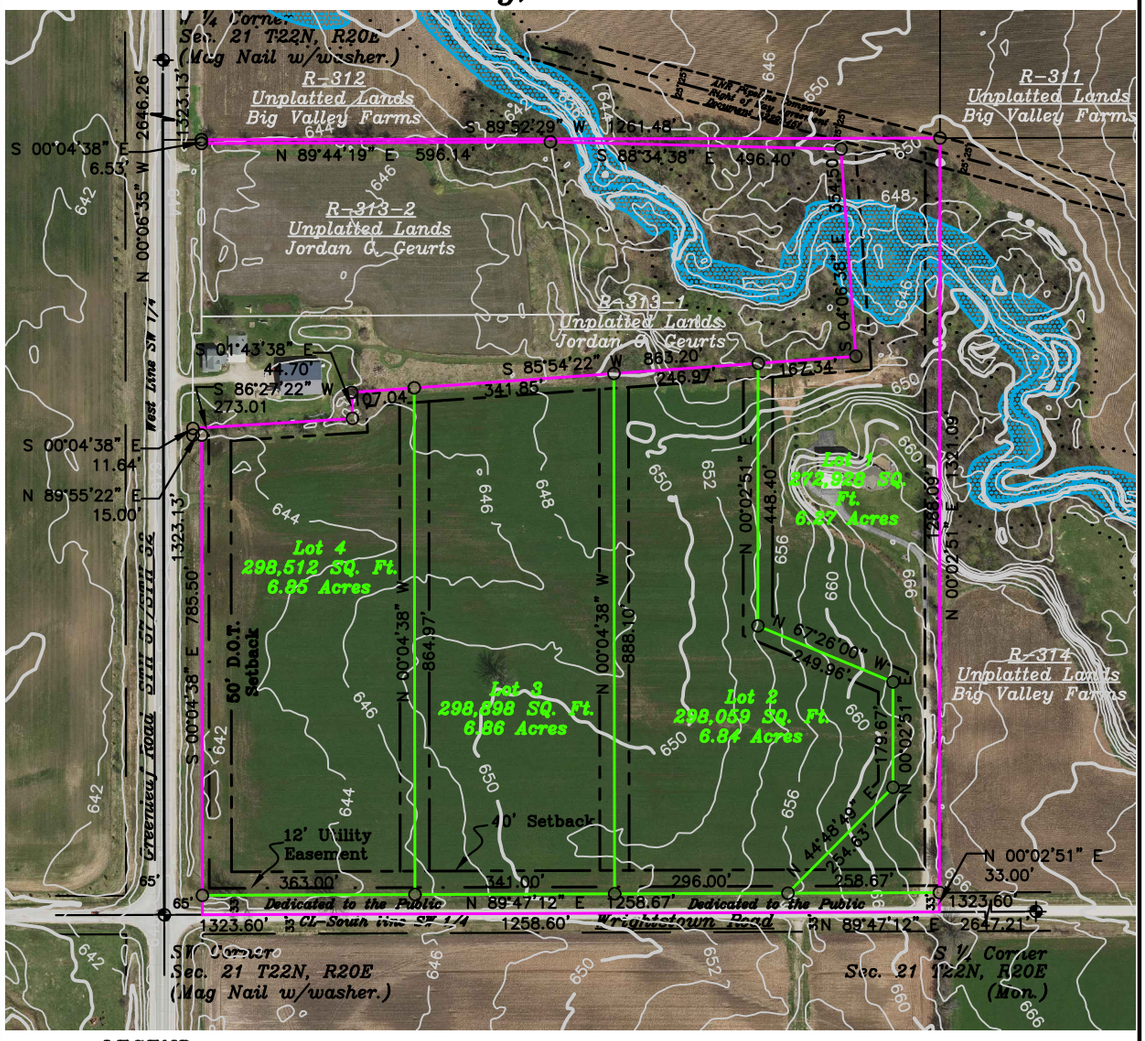
0' 100' 200' 300'
Scale: 1"=300'

Prepared For:	Date: June. 2016	CQM, INC.
Richard & Mary Vande Hei 1771 Wrightstown Rd. De Pere, WI 54115	Sheet: 1 of 4 Drafted By: APS	Engineering–Surveying–Material Testing 2679 Continental Drive Green Bay, WI 54311 Phone: 920–465–3911

Attachment: Preliminary CSM - Vande Hei (5048 : Vande Hei CSM - Extraterritorial*)

CERTIFIED SURVEY MAP

A Part of the Southwest ¼ of the Southwest ¼ of Section 21, T22N–R20E, Town of Rockland, Brown County, Wisconsin.



LEGEND

- Brown County Monument
- 1" x 24" Iron Pipe weighing 1.13 lbs/lin. foot set. (ID Cap S–2839)
- Setbacks: 40' Front Yard, 25' Side Yard, 25' Rear Yard
- Right of Way
- Road Centerline
- Brown County 2010 Lidar Contour, Brown County April 2010 Orthophoto
- Waterway
- Flood Hazard Area, Flood Zone A, FIRM Panel #55009C0352F (August 17th 2009)
- 35' Floodway Setback

Bearing Reference:
West line of the SW¼
Section 21, T22N, R20E
(assumed to be N 00°06'35 W)
Brown County Coordinate System

0' 100' 200' 300'
Scale: 1"=300'

Prepared For:	Date: June. 2016	CQM, INC.
Richard & Mary Vande Hei 1771 Wrightstown Rd. De Pere, WI 54115	Sheet: 2 of 4 Drafted By: APS	Engineering–Surveying–Material Testing 2679 Continental Drive Green Bay, WI 54311 Phone: 920–465–3911

Attachment: Preliminary CSM - Vande Hei (5048 : Vande Hei CSM - Extraterritorial*)

CERTIFIED SURVEY MAP

A Part of the Southwest ¼ of the Southwest ¼ of Section 21, T22N–R20E, Town of Rockland, Brown County, Wisconsin.

More Particularly Described as Follows:

Commencing at the Southwest corner of Section 21, T22N-R20E; Thence N89°47'12"W, 65.00 feet along the South line of the Southwest ¼ of said Section 21 to the Easterly Right of Way of State Trunk Highway 32/57, the Point of Beginning; Thence continuing N89°47'12"W, 1258.60 feet along said South Line to the East line of the Southwest ¼ of the Southwest ¼ of said Section 21; Thence N00°02'51"E, 1321.09 feet along said East line to the North line of said Southwest ¼ of the Southwest ¼ of Section 21; Thence S89°52'29"W, 1261.48 feet to the Easterly Right of Way of State Trunk Highway 32/57; Thence S00°04'38"E, 6.53 feet along said Right of Way; Thence N89°44'19"E, 596.14 feet; Thence S88°34'38"E, 496.40 feet; Thence S04°06'38"E, 354.50 feet; Thence S85°54'22"W, 863.20 feet; Thence S01°43'38"E, 44.70 feet; Thence S86°27'22"W, 273.01 feet to said Easterly Right of Way; Thence S00°04'38"E, 11.64 feet along said Easterly Right of Way; Thence continuing along said Right of Way, N89°55'22"E, 15.00 feet; Thence continuing along said Right of Way, S00°04'38"E, 818.50 feet to the point of beginning. Subject to any easements, covenants, or restrictions of record. Parcel contains 1,209,919± Square Feet or 27.78± Acres total including 41,534± Square Feet or 0.95± Acres dedicated to the public for road purposes.

Surveyor's Certificate

I, Aaron P. Schroeder, Registered Land Surveyor, hereby certify: that in full compliance with the provisions of chapter 236.34 of the Wisconsin Statutes and the survey requirements of Section 21.50 of the Brown County Subdivision and Platting Regulations, and under the direction of Richard and Mary Vande Hei, owner of said land, I have surveyed, divided, and mapped this certified survey map, and that such map correctly represents all exterior boundaries of the land surveyed.

Aaron P. Schroeder Date:
RLS 2839

Prepared For: *Richard & Mary Vande Hei* *1771 Wrightstown Rd.* *De Pere, WI 54115*	*Date:* *June 2016* *Sheet: 3 of 4* *Drafted By:* *APS*	*CQM, INC.* *Engineering–Surveying–Material Testing* *2679 Continental Drive* *Green Bay, WI 54311* *Phone: 920–465–3911*

Attachment: Preliminary CSM - Vande Hei (5048 : Vande Hei CSM - Extraterritorial*)

CERTIFIED SURVEY MAP

A Part of the Southwest ¼ of the Southwest ¼ of Section 21, T22N–R20E, Town of Rockland, Brown County, Wisconsin.

Owners's Certificate:
As owner's, We hereby certify that we have caused the land described herein to be surveyed, divided, and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the Brown County Planning Commission and the Brown County Treasurer for approval or objection.
Dated this_____ day of_____, 2016.

_____ _____
Richard J Vande Hei Mary C Vande Hei

Personally came before me this_____ day of_____, 2016, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____
Notary Public
Brown County, WisconsinMy Commission Expires

STATE OF WISCONSIN]
] SS
COUNTY OF BROWN]

Town of Rockland:
Approved for the Town of Rockland, this_____ day of_____, 2016

_____
Jann Charette, Clerk

Brown County Planning Commission:
Approved for the Brown County Planning Commission, this_____ day of_____, 2016

_____
Senior Planner

Brown County Treasurer:
Approved for the Brown County Treasurer, this_____ day of_____, 2016

_____
Paul D. Zeller - Brown County Treasurer

Prepared For:
Richard & Mary Vande Hei
1771 Wrightstown Rd.
De Pere, WI 54115

Date:
June 2016
Sheet: 4 of 4
Drafted By:
APS

CQM, INC.
Engineering–Surveying–Material Testing
2679 Continental Drive
Green Bay, WI 54311
Phone: 920–465–3911

Attachment: Preliminary CSM - Vande Hei (5048 : Vande Hei CSM - Extraterritorial*)

City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE:	**August 22, 2016**
DEPARTMENT:	**Plan Commission**
FROM:	**Peter Schleinz**
SUBJECT:	**Review and recommendation for a Proposed Two-Lot Certified Survey Map at 400 Destiny Drive (Parcel ED-F0081-2). Submitted by the City of De Pere.***

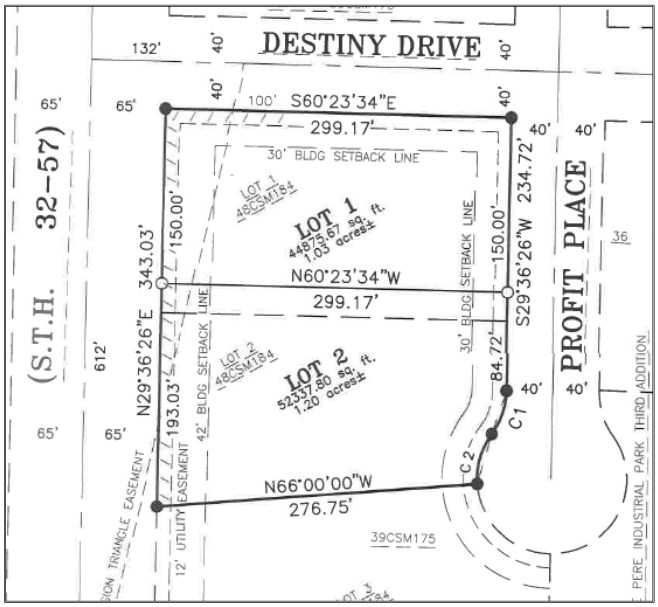
ATTACHMENTS:

- CSM - Paroubek - Plan Commission Report FINAL (DOCX)
- Aplication Form (PDF)
- Preliminary CSM (PDF)

ITEM: **Review and recommendation for a Proposed Two-Lot Certified Survey Map at 400 Destiny Drive (Parcel ED-F0081-2). Submitted by the City of De Pere.***

SITE MAP

PROPOSED CERTIFIED SURVEY MAP AREA



REQUESTED ACTION: Certified Survey Map Approval.*

COMMON DESCRIPTION: 400 Destiny Drive (new address), located southeast from the Greenleaf Road (STH 57-32) and Destiny Drive intersection.

Attachment: CSM - Paroubek - Plan Commission Report FINAL (5049 : Paroubek CSM*)

This property is being assigned the new address if the CSM is approved. The previous address, which shows on the Site Map, was 2060 Profit Place.

PARCEL NUMBERS: ED-F0081-2

EXISTING ZONING: I-1 (Industrial Park District).
Part of TIF 10

PROPOSED ZONING: None.

SURROUNDING LAND USES: Church and parking are to the north.
Office and parking area to the south.
Vacant to the east.

COMPREHENSIVE PLAN: Future Industrial development. There are proposals for future commercial immediately to the north, future industrial to the south and east, and future single family residential immediately to the west.

APPLICANT NAME: The City of De Pere.

SITE HISTORY: The City of De Pere owned subject property has either been vacant, or used for agricultural purposes for the past 80 years. The property was land divided in 1999, but remained vacant of development. The property was land divided again in 2004, but still remained vacant. An assessor ordered parcel combination was ordered for the vacant property, which created the present Parcel ED-F0081-2.

In 2016, a development proposal was made for a 3,000 square foot office building, expandable to 6,000 square feet, on the northern portion of the property. The subject development was proposed on Lot 1 of the new subject CSM under review by Plan Commission. The site is an ideal location for commercial land use due to nearby access to Greenleaf Road (STH 57-32).

STAFF REVIEW: When reviewing a Certified Survey Map, staff considers State Statutes 236, Section 46-8 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

The Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. Creating two lots for proposed business sites is compatible to other properties already in existence on the Profit Drive cul-de-sac (a marketing company and a GPS fleet tracking company). Offices are both a permitted use and a permitted accessory use within the I-1 district.

For Certified Survey Map petitions, the Plan Commission either

Attachment: CSM - Paroubek - Plan Commission Report FINAL (5049 : Paroubek CSM*)

approves, rejects, or approves the map with conditions. The subject Certified Survey Map must also be approved by the Common Council due to being City property.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the Certified Survey Map and forwarding the map to the Common Council for final approval, subject to:

1. Include the street name "Greenleaf Road" on the CSM.
2. Consider changing the reference to the City Planner in the Surveyor's Certificate to be the City of De Pere.
3. Verify that the DOT Restriction (#2 on page three of the CSM) is up to date as the DOT was recently recording new documents that releasing certain restrictions in the area.
4. Update the City Clerk/Treasurer name.
5. The City Plan Commission Certificate is not required for the CSM. The certificate should reference the approval actions of the City Council with a signature line for the City Clerk/Treasurer.
6. Meeting all other state and local regulations, including any suggested revisions from Brown County Property Listing.

Attachment: CSM - Paroubek - Plan Commission Report FINAL (5049 : Paroubek CSM*)

Print Form

5.b

CITY OF DE PERE

APPLICATION FOR CSM REVIEW

Fee: ~~$ 350.00~~

Receipt #: City Proposal

Date: 07 Jul 2016

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity)	Authorized Representative	Title	
City of De Pere	Peter Schleinz	City Planner	
Mailing Address	**City**	**State**	**ZIP Code**
335 S. Broadway Street	De Pere	WI	54155
Email Address	**Phone Number (incl. area code)**	**Fax Number (incl. area code)**	
pschleina@mail.de-pere.org	920.339.4030 ext. 2	920.330.9491	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Mailing Address	**City**	**State**	**ZIP Code**
Email Address	**Phone Number (incl. area code)**	**Fax Number (incl. area code)**	

SECTION 3: Project or Site Location

Project Address/Description	Parcel No.
2060 Profit Place, De Pere WI 54115 / Proposed 2 Lot Land Division	ED-F0081-2

SECTION 4: CSM Information

Existing Zoning:	I-1 (Industrial Park District) with PDD overlay.
Present Use of Parcel:	Vacant
Proposed Use of Lots:	Two-unit office building with parking area.

Please submit 1 hard copy and 1 PDF copy of the CSM if the property is located within the City or if the property is located within the extraterritorial jurisdiction.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print)	Title	Phone Number
Peter Schleinz	City Planner	920.339.4043 ext. 2
Signature of Applicant		**Date Signed**
Peter Schleinz		07 Jul 2016

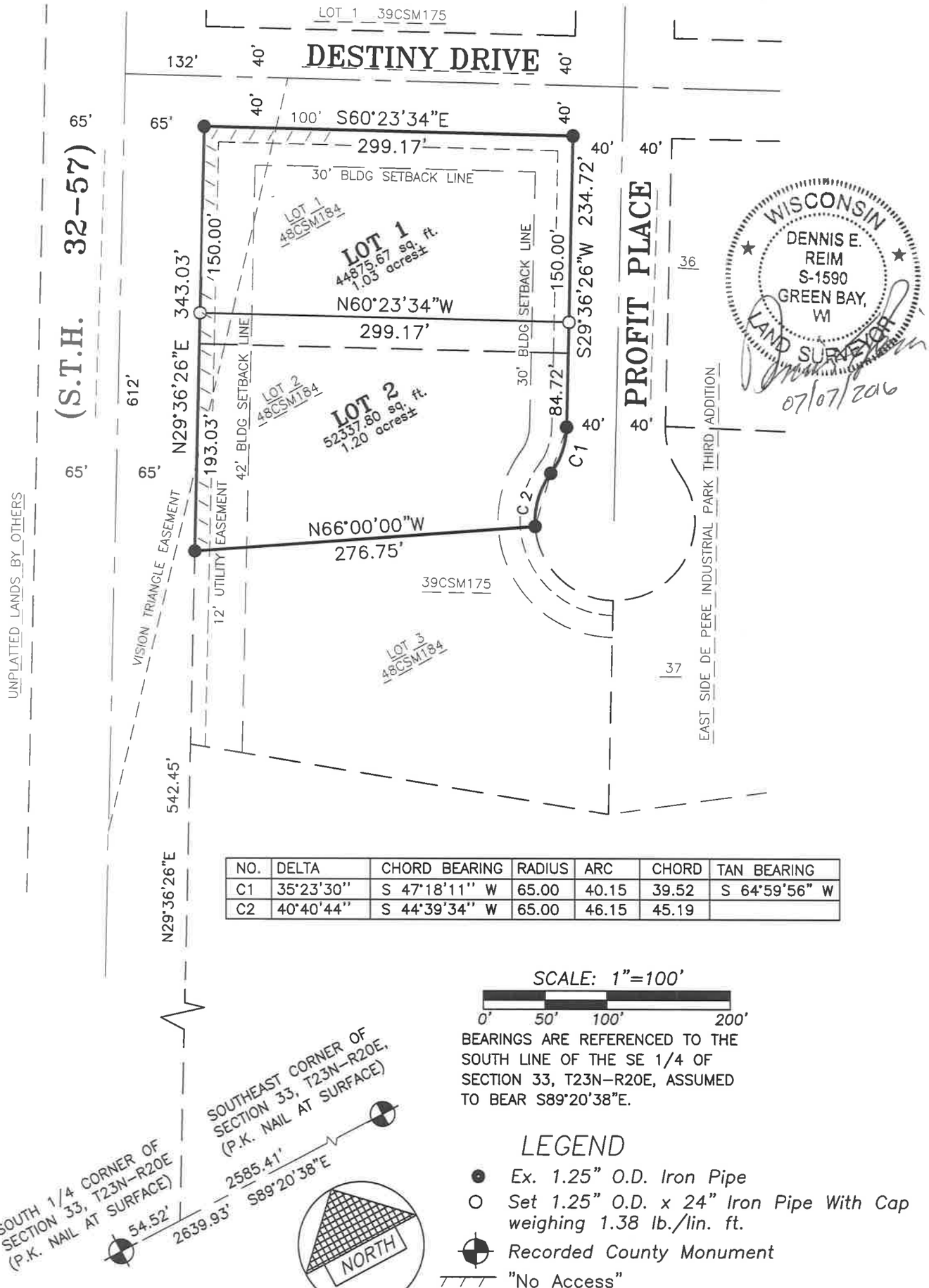
TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 46.	

Attachment: Aplication Form (5049 : Paroubek CSM*)

CERTIFIED SURVEY MAP

ALL OF LOTS 1 AND 2, VOLUME 48 OF CERTIFIED SURVEY MAPS, PAGE 184, MAP NUMBER 7137, BEING ALL OF LOT 2 AND PART OF LOT 3 OF VOLUME 39 OF CERTIFIED SURVEY MAP, PAGE 175, MAP NUMBER 5958, BEING PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, T23N, R20E, CITY OF DE PERE, BROWN COUNTY, WISCONSIN.



NO.	DELTA	CHORD BEARING	RADIUS	ARC	CHORD	TAN BEARING
C1	35°23'30"	S 47°18'11" W	65.00	40.15	39.52	S 64°59'56" W
C2	40°40'44"	S 44°39'34" W	65.00	46.15	45.19	

SCALE: 1"=100'

0' 50' 100' 200'

BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SE 1/4 OF SECTION 33, T23N–R20E, ASSUMED TO BEAR S89°20'38"E.

SOUTH 1/4 CORNER OF SECTION 33, T23N–R20E (P.K. NAIL AT SURFACE)

54.52'

2639.93' S89°20'38"E

2585.41'

SOUTHEAST CORNER OF SECTION 33, T23N–R20E, (P.K. NAIL AT SURFACE)

NORTH

LEGEND

- ● Ex. 1.25" O.D. Iron Pipe
- ○ Set 1.25" O.D. x 24" Iron Pipe With Cap weighing 1.38 lb./lin. ft.
- Recorded County Monument
- /// "No Access"

File name: R:\0404418\0404418CSM.DWG

SHEET 1 OF 3

SURVEYOR'S CERTIFICATE

I, Dennis E. Reim, Registered Land Surveyor, do hereby certify that by the order of and under the direction of Peter Schleinz, City Planner, City of De Pere, I have surveyed, divided and mapped a parcel of land being all of Lots 1 and 2, Volume 48 of Certified Survey Maps, Page 184, map number 7137, being all of Lot 2 and part of Lot 3 of Volume 39 of Certified Survey Maps, Page 175, map number 5958, being part of the Southwest ¼ of the Southeast ¼, Section 33 ,T23N, R20E, City of De Pere, Brown County, Wisconsin, described as follows:

Commencing at the South ¼ corner of said Section 33; thence S89°20'38"E, 54.52 feet along the south line of the said Southwest ¼; thence N29°36'26"E, 542.45 feet along the easterly right of way of S.T.H. 32-57 to the southwest corner of said Lot 2, the Point of Beginning; thence continuing along said right of way N29°36'26"E, 343.03 feet to the southerly right of way of Destiny Drive; thence S60°23'34"E, 299.17 feet along said right of way to the westerly right of way of Profit Place; thence S29°36'26"W, 234.72 feet along said right of way; thence continuing along said right of way 40.15 feet on the arc of a 65.00 foot radius curve to the right, having a long chord that bears S47°18'11"W, 39.52 feet; thence continuing on said right of way 46.15 feet on the arc of a 65.00 foot radius curve to the left, having a long chord that bears S44°39"34"W, 45.19 feet to the southeast corner of said Lot 2; thence N66°00'00"W, 276.75 feet to the Point of Beginning. Said parcel contains 97,213 square feet or 2.23 acres of land more or less.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and that I have complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and with Chapter 14 of the General Ordinances of the City of De Pere in the surveying and mapping of the same.

Dated this 7th day of July ,2016.

Dennis E. Reim, RLS #1590
ROBERT E. LEE & ASSOCIATES, INC.

NOTE: "GRANT OF EASEMENT"

There is hereby granted jointly to the City of De Pere, Wisconsin, a municipal corporation, Wisconsin Public Service Corporation and the Wisconsin Bell Telephone Company, both public utilities, and their successors and assigns, a perpetual right-of-way over and across an easement in all lands designated herein as "utility easements" for purposes of construction, installation and maintenance of water distribution systems, sanitary and storm sewer, gas and electric distribution systems, telephone systems and cable television systems. No habitable structures or accessory buildings shall be constructed within or upon said easements. This easement shall be perpetual.

RESTRICTIVE COVENANTS

Owners of all lots shall grade areas abutting streets to conform to the established sidewalk grade elevation and shall maintain the grade elevation for future sidewalks.

The land in the rear and the sides of all lots shall be graded in such a manner as to not interfere with the drainage of storm water.

The land on all lot lines of all lots shall be graded by the subdivider and maintained by the drainage of surface water.

Attachment: Preliminary CSM (5049 : Paroubek CSM*)

OWNERS CERTIFICATE

As owners, we the undersigned hereby certify that we caused the land described on this plat to be surveyed, divided and mapped as represented on the plat. We also certify that this plat is required by S-236.10 or S236.12 to be submitted to the following for approval or objection: City of De Pere

CITY OF DE PERE, WISCONSIN
A MUNICIPAL CORPORATION

_____
Michael Walsh, Mayor

Attest: _____
David Minten
Clerk-Treasurer

STATE OF WISCONSIN)
COUNTY OF BROWN) ss

Personally came before me this_____day of_____,2016 the above named Michael Walsh, Mayor, and David Minten, Clerk-Treasurer, of the City of De Pere, Wisconsin, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public_____
Brown County, Wisconsin.
My commission expires:_____

Approved for the City Planning Commission of the City of De Pere, Brown County, Wisconsin, this_____day of_____,2016.

_____
Peter Schleinz
City Planner

"NO IMPROVEMENTS OR STRUCTURES ARE ALLOWED BETWEEN THE RIGHT OF WAY LINE AND THE HIGHWAY SETBACK LINE. IMPROVEMENTS AND STRUCTURES INCLUDE, BUT ARE NOT LIMITED TO, SIGNS, PARKING AREAS, DRIVEWAYS, WELLS, SEPTIC SYSTEMS, DRAINAGE FACILITIES, BUILDINGS AND RETAINING WALLS. IT IS EXPRESSLY INTENDED THAT THIS RESTICTION IS FOR THE BENEFIT OF THE PUBLIC AS PROVIDED IN SECTION 236.293, WISCONSIN STATUTES, AND SHALL BE ENFORCABLE BY THE WISCONSIN DEPARTMENT OF TRANSPORTATION. THE PHONE NUMBER MAY BE OBTAINED BY CONTACTING THE COUNTY HIGHWAY DEPARTMENT."

AS, OWNER, WE HEREBY RESTRICT ALL LOTS AND BLOCKS, IN THAT NO OWNER, POSSESSOR, USER, NOR LICENSEE, NOR OTHER PERSON SHALL HAVE ANY RIGHT OF DIRECT VEHICULAR INGRESS OR EGRESS WITH S.T.H. "32"-"57" AS SHOWN ON THE PLAT; IT BEING EXPRESSLY INTENDED THAT THIS RESTRICTION SHALL CONSTITUTE A RESTRICTION FOR THE BENEFIT OF THE PUBLIC ACCORDING TO SECTION 236.293, WISCONSIN STATUTES AND SHALL BE ENFORCABLE BY THE WISCONSIN DEPARTMENT OF TRANSPORTATION.

NO STUCTURE OR IMPROVEMENT OF ANY KIND IS PERMITTED WITHIN THE VISION TRIANGLE EASEMENT. NO VEGETATION WITHIN THE VISION TRIANGLE EASEMENT MY EXCEED 30 INCHES IN HEIGHT.

Attachment: Preliminary CSM (5049 : Paroubek CSM*)

City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE:	**August 22, 2016**
DEPARTMENT:	**Plan Commission**
FROM:	**Peter Schleinz**
SUBJECT:	**Review and Recommendation for a Site Plan request at 400 Destiny Drive for a new office and parking lot. Applicant: Paroubek Holdings LLC**

ATTACHMENTS:

- Site Plan - Paroubek Holdings LLC - Plan Commission Report FINAL (DOCX)
- Application Form - Paroubek Office Building (PDF)
- Brice Paroubek DD set - Paroubek Office Building (PDF)
- Brice Paroubek-A1.2s - Sign Detail (PDF)

City of De Pere
Staff Comments

Plan Commission
August 22, 2016

Item: **Review and Recommendation for a Site Plan request at 400 Destiny Drive for a new 3,000 square foot office and a parking lot. Applicant: Paroubek Holdings LLC**

SITE MAP (Year 2014 Air Photo)

REQUESTED ACTION: Site Plan Approval.

Site Plan approval for a new 3,000 square foot office and a parking lot on a vacant lot.

COMMON DESCRIPTION: 400 Destiny Drive (new address), located southeast from the Greenleaf Road (STH 57-32) and Destiny Drive intersection.

This property is being assigned the new address if the CSM is approved. The previous address, which shows on the Site Map, was 2060 Profit Place.

PARCEL NUMBERS: ED-F0081-2

EXISTING ZONING: I-1 (Industrial Park District)
Part of TIF 10

Attachment: Site Plan - Paroubek Holdings LLC - Plan Commission Report FINAL (5050 : Paroubek Site Plan)

PROPOSED ZONING: Remain I-1

SURROUNDING LAND USES: Church use to the north, office use to the south, undeveloped land to the east and west.

COMPREHENSIVE PLAN: The Future Land Use map identifies "Business Park" on the subject property and the land to the south and east of property. Commercial uses are identified to the north, and residential uses are identified to the west.

APPLICANT NAME: Tom Paroubek, Business Owner
Paroubek Holdings LLC
1895 Little Valley Court
De Pere, WI 54115

SITE HISTORY: The City of De Pere owned subject property has either been vacant or used for agricultural purposes for the past 80 years. The property was land divided in 1999, but remained vacant of development. The property was land divided again in 2004, but still remained vacant. An assessor ordered parcel combination was ordered for the vacant property, which created the present Parcel ED-F0081-2.

The site plan includes a 3,000 square foot office building, expandable to 6,000 square feet, on the northern portion of the property. The subject development was proposed on Lot 1 of a proposed CSM that will be reviewed by plan Commission on August 22, 2016. The site is an ideal location for commercial land use due to nearby access to Greenleaf Road (STH 57-32).

Paroubek Insurance is located in Downtown De Pere at 301 N. Broadway. The business is growing rapidly and has decided to construct a new office building in the East Industrial Park. A Developers Agreement that includes terms of the proposed land sale, is anticipated to be presented to the Finance and Personnel Committee on September 13, 2016 and the Common Council on September 20, 2016.

STAFF REVIEW: When reviewing a Site Plan request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses and desired development patterns, as well as the criteria identified in Zoning Code Section 14-60.

The one-story new office building is 3,000 square feet in size. The site plan foot print demonstrates the building having the future potential for expansion to a total of 6,000 square feet, with added parking, but the expansion portion is not part of this site plan review. The exterior façade includes a combination of fiber cement siding, stone, brick, aluminum anodized windows, as well as timber beam and post details.

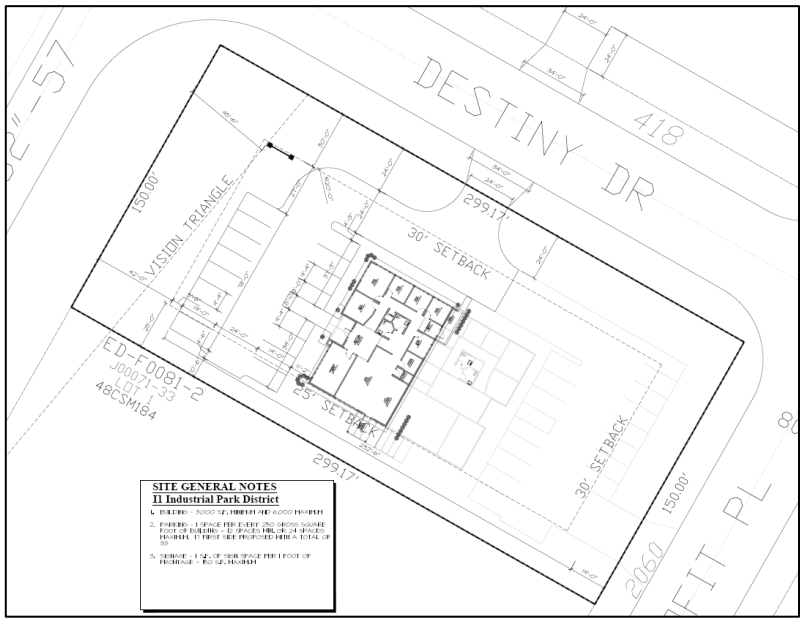
The tallest point of the building is approximately 24 feet high. The building exterior materials are acceptable, per Code Section 14-60(6)(c).

Attachment: Site Plan - Paroubek Holdings LLC - Plan Commission Report FINAL (5050 : Paroubek Site Plan)

3-D View of Building from Corner of Destiny Drive and STH 57-32.

The above image reflects the shape of the 3,000 square foot building, but does not reflect a color scheme. If increased to 6,000 square feet it is anticipated that the building façade and shape will be replicated, in mirror image, on the opposite side of the above image. The two halves would either be connected as one office or exist as two offices with a common wall.

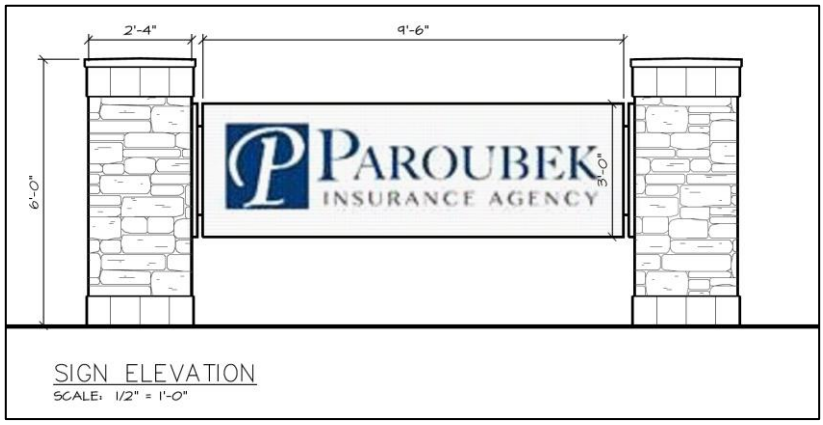
The parking lot includes one driveway and at least 15 parking stalls. The site plan does not clearly label the handicap accessible stalls. The site has a sufficient number of parking stalls as 12 are needed.



Site plan with proposed building and parking areas.

There is a proposed 6 foot tall monument sign in the northwest corner of the site. The sign is made of materials that match the proposed building. The proposed sign is 28.5 square feet per side, which is acceptable, being less than maximum allowed size of 36 square feet per side. A separate sign permit is still required to be obtained from the Building Department.

Attachment: Site Plan - Paroubek Holdings LLC - Plan Commission Report FINAL (5050 : Paroubek Site Plan)



Monument sign elevation.

Site plans are approved by the Plan Commission and not reviewed by the Common Council.

STAFF COMMENTS:

Engineering:

1. Show complete address of the development on each page.
2. Show all utilities on the plan.
3. Two-foot contours (minimum) required to be shown on a plan page.
4. Confirm that no exterior lighting is needed.
5. Confirm that no external refuse collection area is needed.
6. Provide a striping detail showing line widths and figures.
7. Utilities need to be shown on plan to determine lateral locations for storm, sanitary and water.

Fire:
None.

Forestry:
1. Include Landscape Plan with planting plans or follow-up plans for the maintenance of the landscaping.

Health:
None.

Building & Planning:
1. Identify location and screening used for HVAC system.
2. Landscape Plan is required to be reviewed and approved prior to building permit issuance.
3. Identify parking stalls that are HCAP accessible on the site plan.
4. Identify lighting type used for the monument signage.
5. Revise site plan to include the following information in the General Notes section.Total Site Area (in square feet), Percent Pervious and Percent Impervious Surface, Floor Area Ratio.
6. Remove 3 parking spaces in order to create a landscape island in the most eastern row of parking and to increase the size of the two islands in the rows adjacent to the building. Removing three spaces will bring the total parking count down to 30, which still exceed the Code requirement of 24.

Attachment: Site Plan - Paroubek Holdings LLC - Plan Commission Report FINAL (5050 : Paroubek Site Plan)

7. A dumpster enclosure is not shown on the site plan. Please confirm that all refuse will be stored interior to the building. If a dumpster enclosure is proposed, it must be designed and screened per Code.

Recommendations:
The below item is not required by Code, but is recommended in order to improve the design of the site plan.

Consider adding an easement to provide cross access with future development to the South.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the site plan request for a 3,000 square foot building with parking, subject to compliance with the above comments and conditions.

Attachment: Site Plan - Paroubek Holdings LLC - Plan Commission Report FINAL (5050 : Paroubek Site Plan)

FILE COPY

CITY OF DE PERE

APPLICATION FOR SITE PLAN REVIEW

Fee: $ 290.00

Receipt #: 115007

Date: 8/5/16

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity)	Authorized Representative	Title	
Paroubek Holdings LLC	Tom Paroubek	Owner	
Mailing Address	**City**	**State**	**ZIP Code**
1895 Little Valley Ct	De Pere	WI	54115
Email Address	**Phone Number (incl. area code)**	**Fax Number (incl. area code)**	
mparoubek@paroubekinsurance.com	920-415-5015		

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Same as above			
Mailing Address	**City**	**State**	**ZIP Code**
Email Address	**Phone Number (incl. area code)**	**Fax Number (incl. area code)**	

SECTION 3: Project or Site Location

Project Address/Description	Parcel No.
Corner of Destiny Drive and Profit Place and STH 57-32 (400 Destiny Dr)	ED-F0081-2

SECTION 4: Project Information

Existing Zoning:	Industrial District (Zoned I1)		
Present Use of Parcel:	Vacant Land		
Proposed Use of Parcel:	Commercial Office Buidling - Insurance Office		
Estimated Start Date:	September 2016	Estimated Completion Date:	March 2017

Please submit 1 hard copy 24x36, 1 hard copy 11x17 and 1 PDF copy of the submittal.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print)	Title	Phone Number
Tom Paroubek	Owner	920-412-5015
Signature of Applicant		**Date Signed**
Thomas J Paroubek		8/5/16

TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 46.	

6.c

Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)

Proposed New Office Building,

Marty Brice Const. Inc.

Paroubek Insurance Agency INC
Destiny Drive

LEGEND

SYMBOL	ITEM	SYMBOL	ITEM
1/A3.2	INTERIOR ELEVATION REFERENCE - REFER TO SHEET NUMBER INDICATED IN BOTTOM OF SYMBOL	1	PLAN NOTE
	ELEVATION REFERENCE	4	REVISION MARK - REFER TO TITLE BLOCK FOR REVISION DATE
X / AX.X	WALL SECTION REFERENCE OR DETAIL CUT - REFER TO SHEET NUMBER INDICATED IN BOTTOM OF SYMBOL	A	ACCESSIBLE PLAN NOTE
		H-##	SCHEDULED NOTE LIKE STRUCTURAL HEADER

SYMBOL	ITEM	ITEM DESCRIPTION
S	SMOKE DETECTOR	IBC 907.2.10 - SINGLE AND MULTIPLE STATION SMOKE ALARMS SHALL BE INSTALLED IN ACCORDANCE WITH THE PROVISIONS OF THIS CODE AND THE HOUSEHOLD FIRE-WARNING EQUIPMENT PROVISIONS OF NFPA 72.
	BATH FAN	BATH FANS ARE TO BE IN ROOMS CONTAINING ANY BATHING FIXTURES, BATHTUBS, SHOWERS. IBC 1203.4.2.1 EXHAUST FANS DO NOT REQUIRE FIRE DAMPERS IF PLACED IN CEILING OR WALL - SEE IBC 716
	ALUMINUM WINDOW	LOW E, DOUBLE PANE GLASS, GLAZING, MINIMUM ASSEMBLY U-VALUE = .30 ALL EXTERIOR ALUMINUM ANODIZED

BUILDING CODE INFORMATION 2009 IBC (WISCONSIN)

CODE CHAPTER	CODE TITLE	CODE CHAPTER	CODE TABLE	CODE INFORMATION	CURRENT PROJECT	TOTAL PROPOSED PROJECT
3	USE AND OCCUPANCY	304.1		B BUSINESS (Professional Services)		
5	ALLOWABLE AREA	.	503	TYPE VB - (B OCCUPANCY) 2 STORIES; 9,000 SF/FLR; 40' HEIGHT	3,000 SF / FLOOR	6,000 SF / FLOOR
.	MEZZANINE/EQUIPMENT PLATFORM	505.5	.	CONSIDERED A PORTION OF THE FLOOR IN WHICH IT IS CONTAINED, DOES NOT ADD SQUARE FEET NOR A STORY	360 SF	700 SF
.	STREET FRONTAGE INCREASE	506.2	.	30' FRONT, BACK AND ONE SIDE. 20' LAST SIDE	13,500 SQ. FT. ALLOWED	
.	SPRINKLER INCREASE	506.3	.	NONE, NO SPRINKLER		
.	INCIDENTAL USE OCCUPANCY SEPARATIONS	508	508.2.5	MECHANICAL ROOM WITH EQUIPMENT UNDER 400,000 BTU OR BOILER LESS THAN 16 PSI, NO FIRE RATING REQUIRED. WASTE COLLECTION UNDER 100 S.F. NOT RATING REQUIRED.		
.	SEPARATION OF OCCUPANCIES	.	508.4	SEPARATION IS REQUIRED ONLY IF ADDITION IS A DIFFERENT OCCUPANCY	NO SEPARATION	POSSIBLE SEPARATION
6	CONSTRUCTION TYPE	602.5	.	TYPE VB - WOOD FRAME UNPROTECTED		
.	FIRE-RESITANCE RATING(S)	.	601	EXTERIOR BEARING WALLS - 0 HOUR INTERIOR BEARING WALLS - 0 HOUR FLOOR CONSTRUCTION - 0 HOUR ROOF CONSTRUCTION - 0 HOUR		
7	ALLOWABLE AREA OF OPENINGS	.	705.8 .	0' < X < 3' - NOT PERMITTED 3' < X < 5' - 15% 5' < X < 10' - 25% 10' < X < 15' - 45%	ONLY AN ISSUE WHEN ADDITION BUILT	
8	INTERIOR FINISHES	.	803.9	CLASS B PERMITTED - FLAME SPREAD 26-75; EXIT ENCLOSURE/PASSAGEWAY CLASS B - FLAME SPREAD 26-75; CORRIDORS CLASS C - FLAME SPREAD 76-200; ALL ROOMS		
9	AUTOMATIC SPRINKLER SYSTEM	.	.	NONE REQUIRED		
.	PORTABLE FIRE EXTINGUISHERS	906	906.3(1)	LOW HAZARD OCCUPANCY, 1 PER 75' OF TRAVEL DISTANCE		
.	FIRE ALARM AND DETECTION	907.2.2	.	MANUAL FIRE ALARM SYSTEM NOT REQUIRED, NONE OF THE 3 CONDITIONS EXIST		(B OCCUPANCY IS TOO SMALL)
10	MEANS OF EGREES - LOAD	.	1004.1.1	B BUSINESS (100 GSF/ PERSON) ASSEMBLY UNCONCENTRATED, TABLES AND CHAIRS (15 NET / PERSON)	(B) - 27 PERSONS (A) - 21 PERSONS TOTAL 48 PEOPLE	
.	EGRESS ILLUMINATION	1006.1	.	MEANS OF EGRESS ILLUMINATION IS REQUIRED		
.	COMMON PATH OF TRAVEL	1014.3	.	75' TRAVEL DISTANCE FOR B	3 EXITS, NO AREA WITH ONLY ONE DIRECTION OF TRAVEL	
.	ONE EXIT OR ACCESSWAY DOOR	.	1015.1	B WITH MAX LOAD OF 49	TOTAL OF 48 PEOPLE	
.	ONE EXIT	.	1015.2.1	2 EXITS NOT REQUIRED, SEPARATING EXITS BY ½ THE DISTANCE NOT REQUIRED		
.	CORRIDOR FIRE RESISTANCE	.	1018.1	B WHEN GREATER THAN 30 PEOPLE	NOT REQUIRED	CONFIRM IF CORRIDORS ARE CONTINUED IN ADDITION
11	ACCESSIBLE ENTRANCES	1105.1	.	60% OF PUBLIC ENTRANCES ARE TO BE ACCESSIBLE	FRONT ENTRANCE ACCESSIBLE, BACK PATIO FLUSH FOR ACCESS OF SPACE	

INDEX TO DRAWINGS

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C1.0	EXISTING SITE PLAN
C1.1	PROPOSED SITE PLAN
A1.1	EXTERIOR ELEVATIONS
A1.2	EXTERIOR ELEVATIONS, SIGN
A2.1	PROPOSED FLOOR PLAN
A2.2	ROOF AND MEZZANINE PLAN
A2.3	ACCESSIBLE NOTES AND DETAILS
A3.1	BUILDING SECTIONS
A4.1	DETAILS
S1.0	STRUCTURAL - GENERAL NOTES AND SCHEDULES
S1.1	STRUCTURAL - SCHEDULES
S2.1	STRUCTURAL - FOUNDATION PLAN AND DETAIL

LaPlant Architecture, LLC

EMAIL: laplantarchitecture@yahoo.com

OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice

Marty
Brice Const. Inc.

1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

Proposed Office Building
Paroubek Insurance Agency INC
Destiny Drive
DePere, WI

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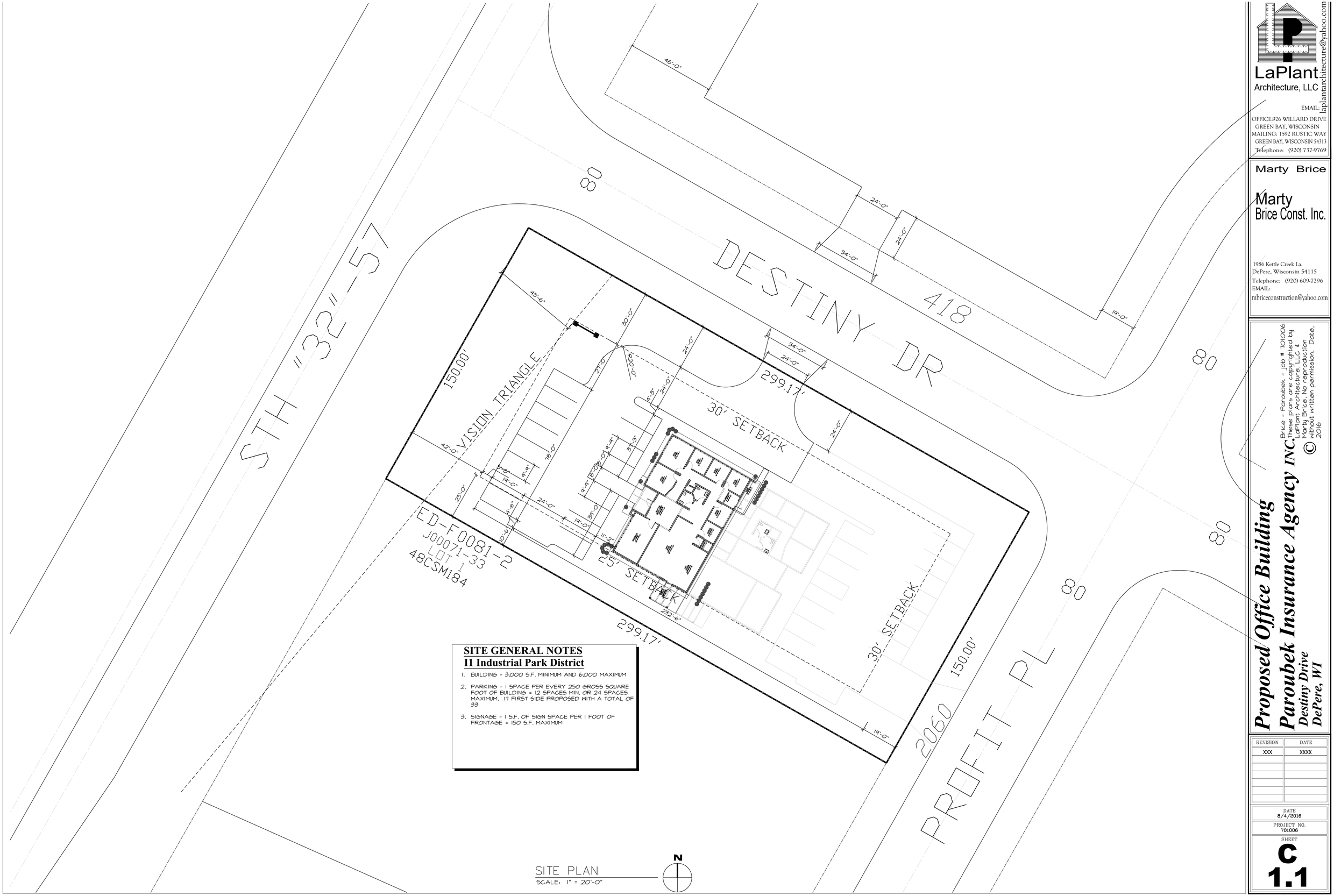
SHEET
T1

Packet Pg. 33

Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)



SITE GENERAL NOTES
I1 Industrial Park District

1. BUILDING - 3,000 S.F. MINIMUM AND 6,000 MAXIMUM
2. PARKING - 1 SPACE PER EVERY 250 GROSS SQUARE FOOT OF BUILDING = 12 SPACES MIN. OR 24 SPACES MAXIMUM. 17 FIRST SIDE PROPOSED WITH A TOTAL OF 33
3. SIGNAGE - 1 S.F. OF SIGN SPACE PER 1 FOOT OF FRONTAGE = 150 S.F. MAXIMUM

SITE PLAN
SCALE: 1" = 20'-0"

N

LaPlant Architecture, LLC
laplantarchitecture@yahoo.com
EMAIL:
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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SHEET
C
1.1

6.c

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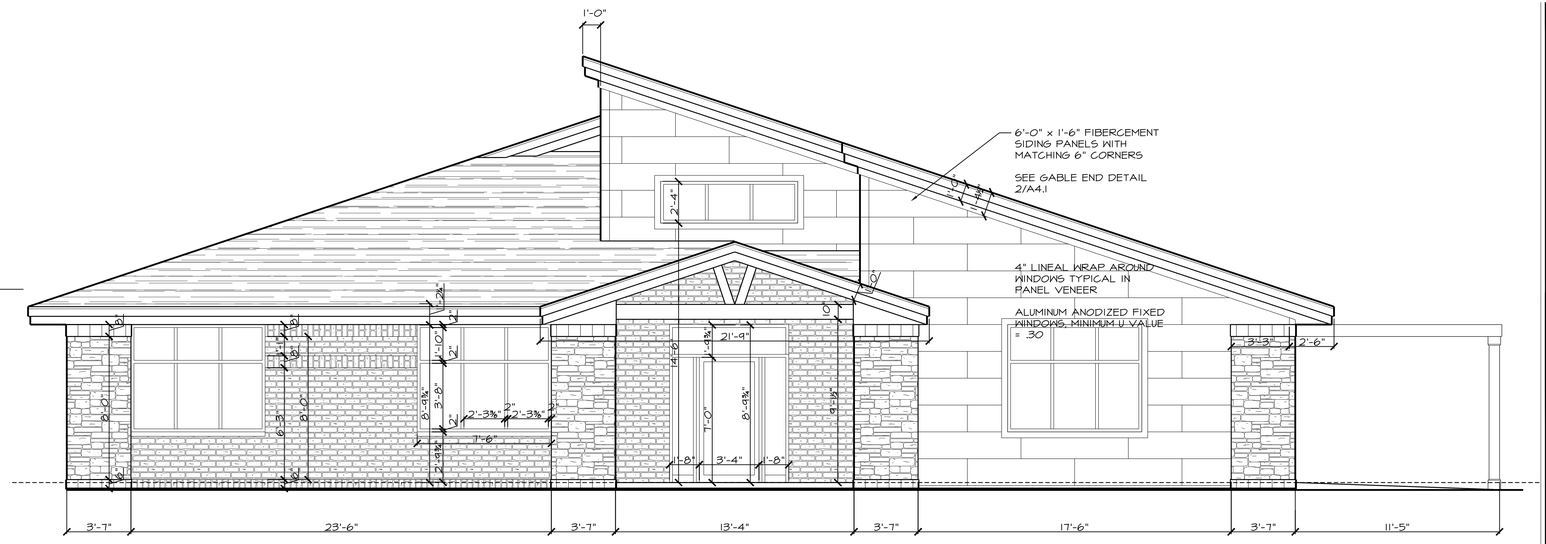
Packet Pg. 35

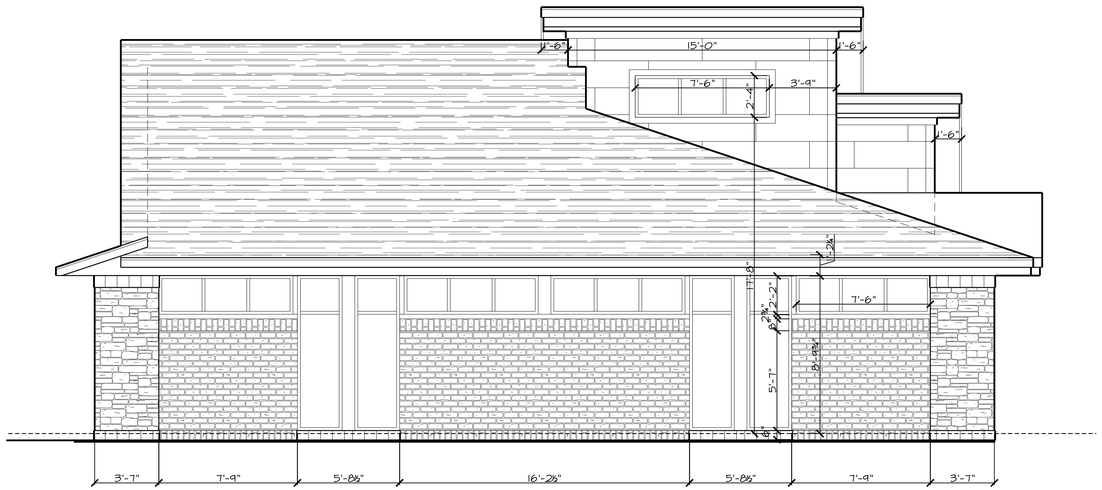
WEST ELEVATION

SCALE: 1/4" = 1'-0"



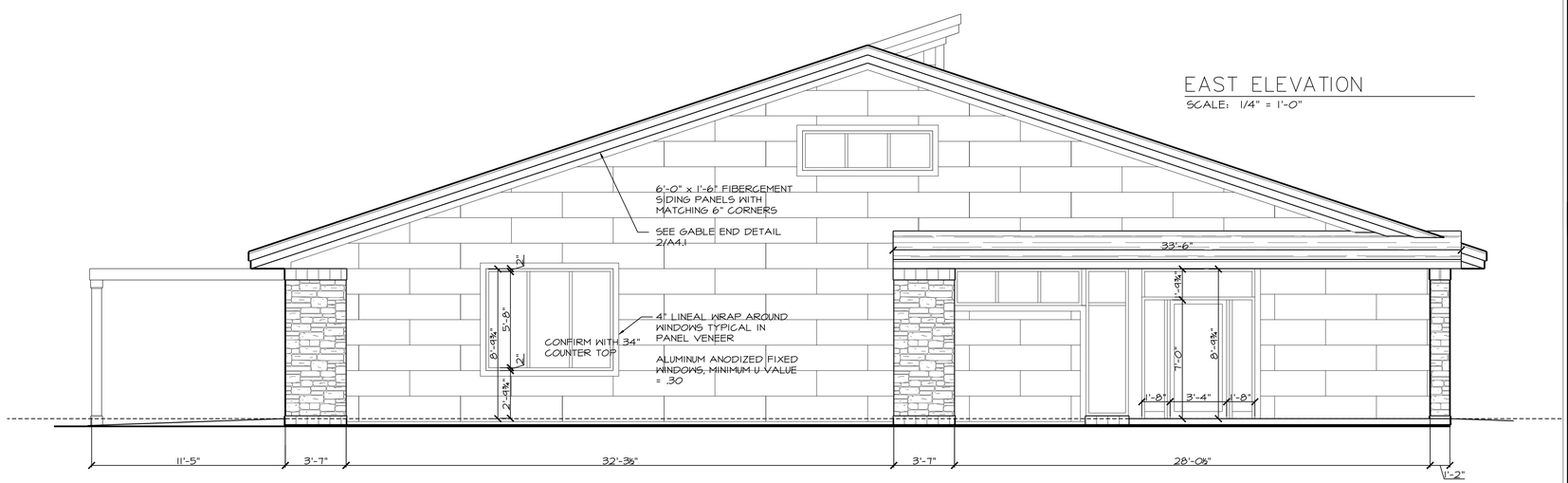
NORTH ELEVATION

SCALE: 1/4" = 1'-0"



EAST ELEVATION

SCALE: 1/4" = 1'-0"



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EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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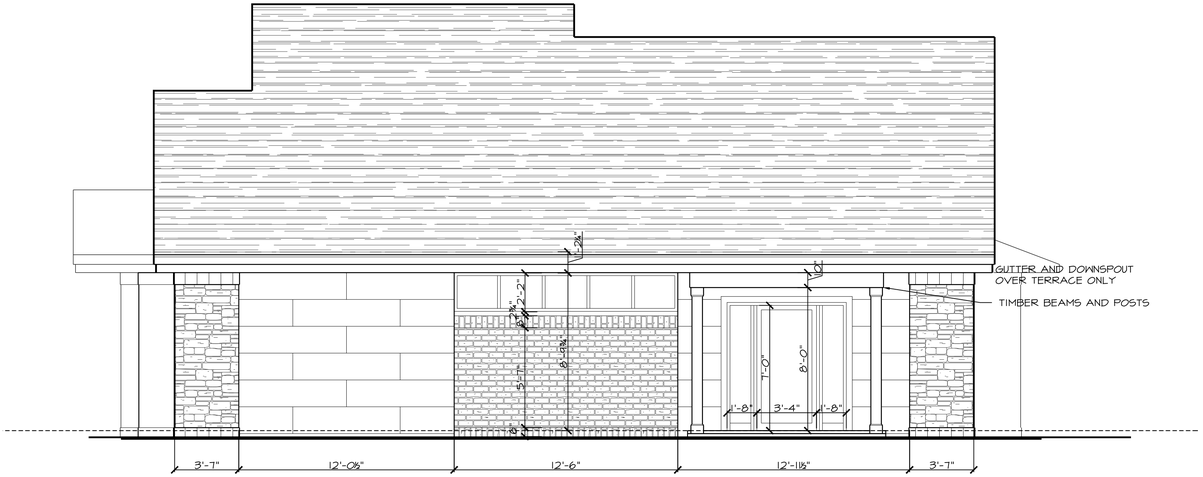
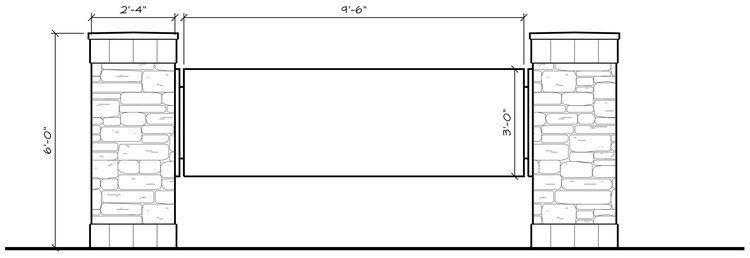
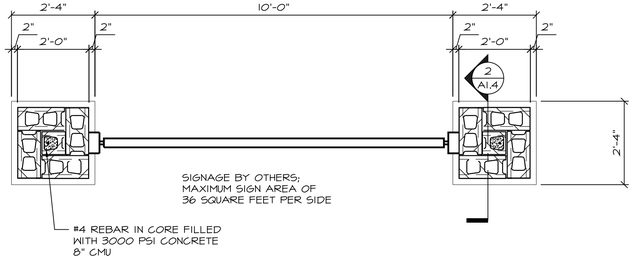


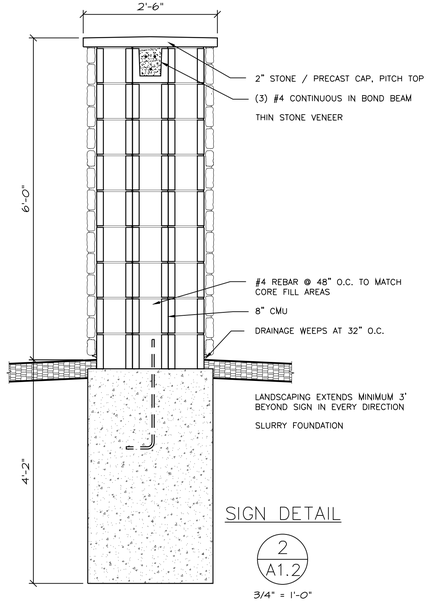
SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



SIGN ELEVATION
SCALE: 1/2" = 1'-0"



SIGN PLAN
SCALE: 1/2" = 1'-0"



SIGN DETAIL
2
A1.2
3/4" = 1'-0"

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EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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SHEET
A 1.2

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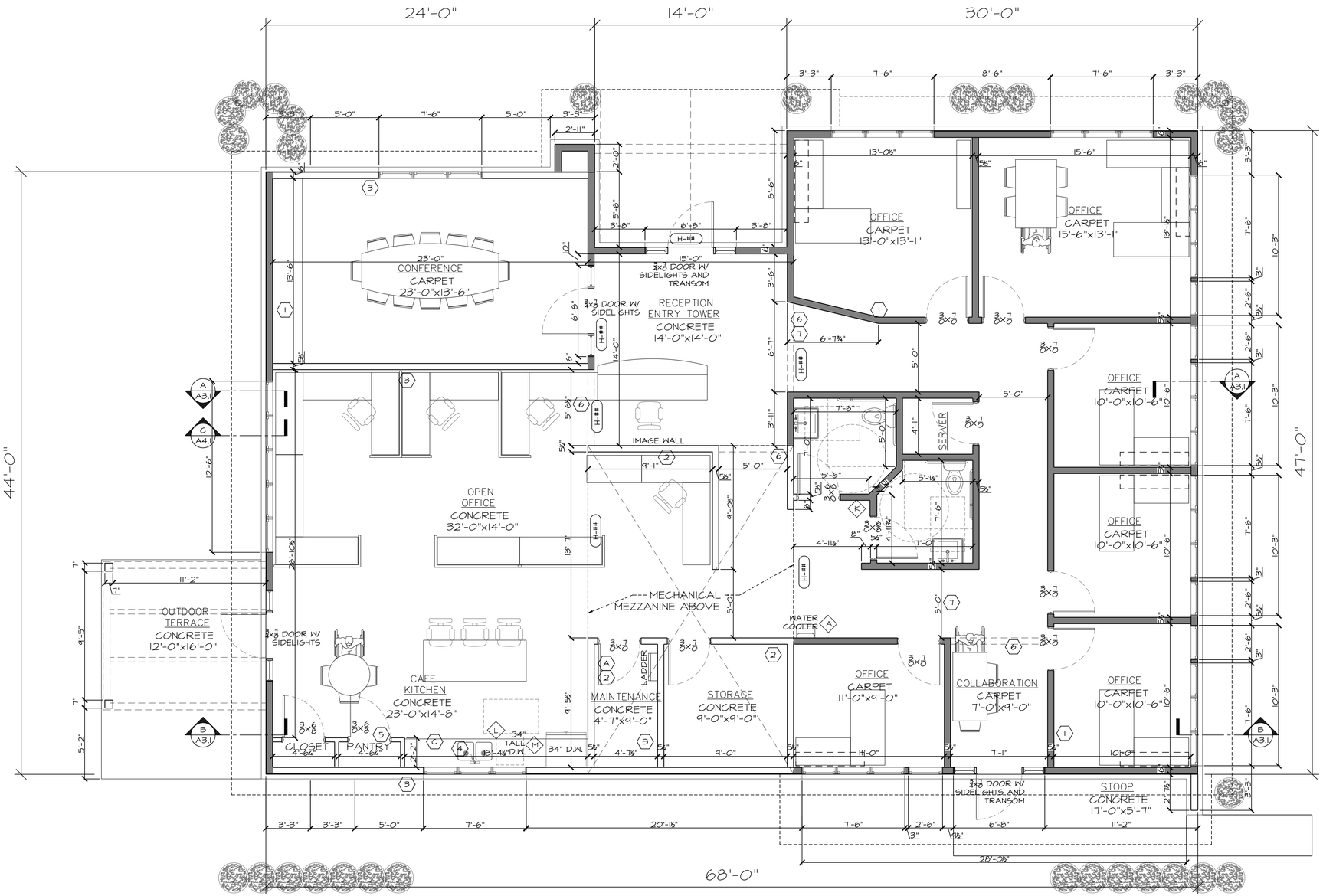

THE ONLY HEADER TAGS ARE SHOWN ON THIS PLAN ARE IN THE 10' WALLS OF THE CENTRAL CORE

FLOOR PLAN

SCALE: 1/4" = 1'-0"

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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SHEET A 2.1

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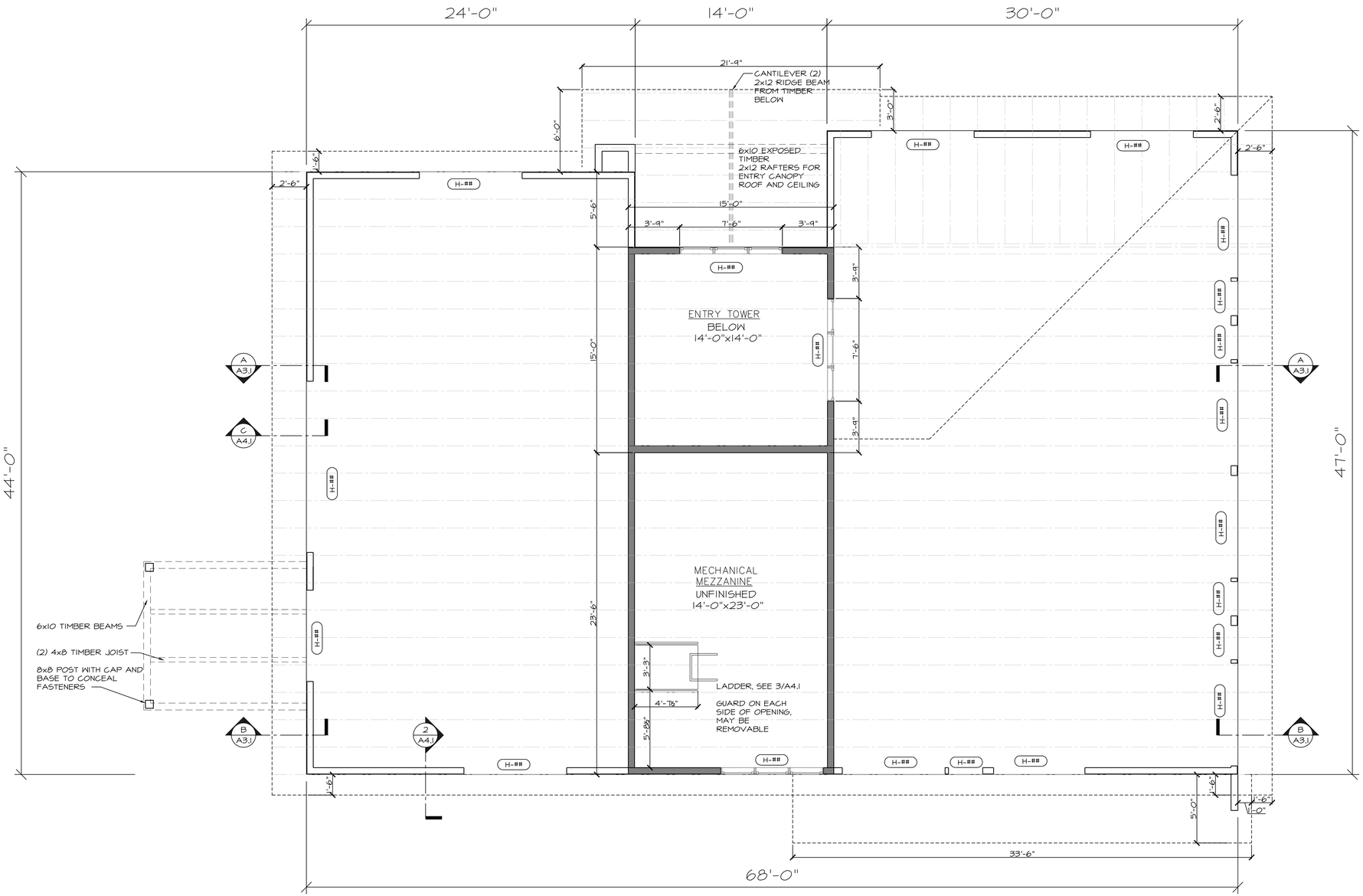

HEADER TAGS ARE SHOWN ON THIS PLAN REGARDLESS OF ELEVATION OFF THE GROUND, ONLY HEADERS THAT CAN NOT BE SEEN ARE SHOWN IN THE FLOOR PLAN

ROOF PLAN
MEZZ. FLOOR PLAN

SCALE: 1/4" = 1'-0"

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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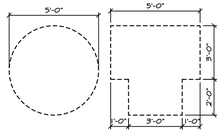
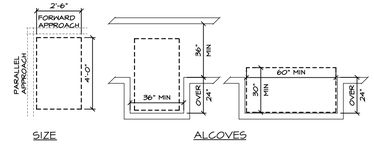
SHEET **A 2.2**

Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)

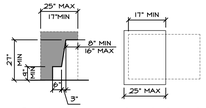


304.3 TURNING SPACE SIZE

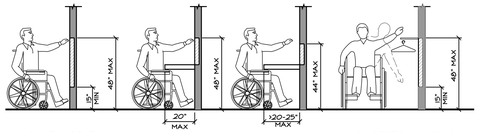


SIZE ALCOVES

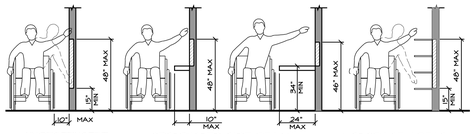
305 CLEAR FLOOR SPACE



306 KNEE AND TOE CLEARANCE



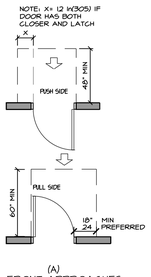
UNOBSTRUCTED FORWARD REACH OBSTRUCTED FORWARD REACH @ CLOTHES HANGING SPACES



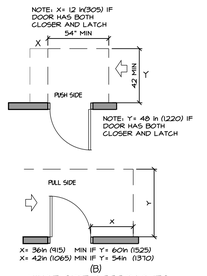
UNOBSTRUCTED SIDE REACH OBSTRUCTED SIDE REACH @ STORAGE AREAS

308 STANDARD REACH HEIGHTS

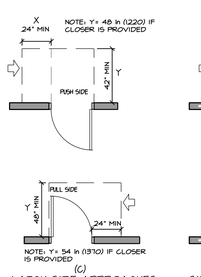
NOT TO SCALE



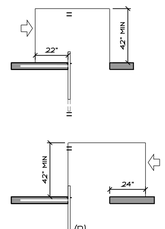
(A) FRONT APPROACHES - SWINGING DOORS



(B) HINGE SIDE APPROACHES - SWINGING DOORS



(C) LATCH SIDE APPROACHES - SWINGING DOORS



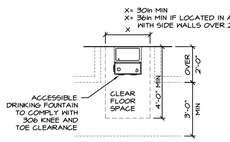
(D) SIDING AND FOLDING DOORS

NOTE: DOORS MANEUVERING CLEARANCES SHALL APPLY TO BOTH SIDES OF DOOR. FLOOR SURFACES WITHIN THE MANEUVERING CLEARANCES SHALL HAVE A SLOPE NOT STEEPER THAN 1:48 AND COMPLY WITH Sec. 302

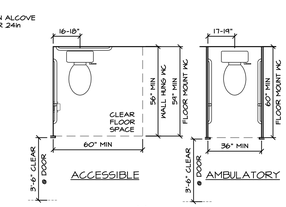
404.2.3 MANEUVERING CLEARANCES AT DOORS

NOTE: ALL DOOR HANDLES SHALL BE LEVER OR LOOP TYPE

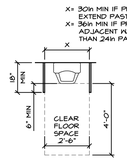
ICC/ANSI A117.1; Sec. 404.2.3 FOR ADDITIONAL DOOR TYPES
ICC/ANSI A117.1; Sec. 404.2.5 FOR DOORS IN A SERIES



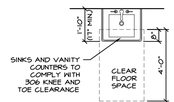
ACCESSIBLE DRINKING FOUNTAIN



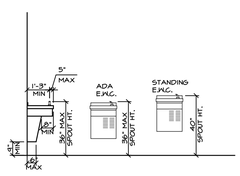
ACCESSIBLE AMBULATORY



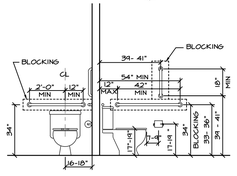
ACCESSIBLE URINAL



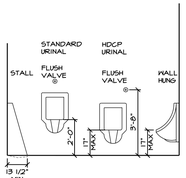
CLEAR FLOOR SPACE AT LAVATORIES (PLAN VIEW)



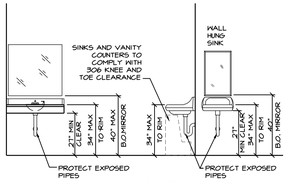
602 DRINKING FOUNTAINS
DRINKING FOUNTAINS SHALL HAVE A CLEAR FLOOR SPACE PER 602.2 AND OPERABLE PARTS PER SECTION 309



604 WATER CLOSETS
604.5 GRAB BARS SHALL BE PROVIDED ON REAR WALL AND SIDE WALL CLOSEST TO THE WC



605 URINALS
605.3 CLEAR FLOOR SPACE, COMPLYING WITH SEC. 305, POSITIONED FOR A FORWARD APPROACH, SHALL BE PROVIDED.



SINKS

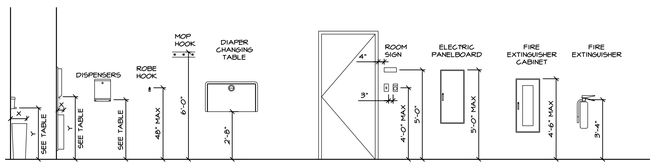


TABLE 606.7 MAXIMUM REACH DEPTH AND HEIGHT TABLE

X	MAX. REACH DEPTH (OVER OBSTACLE)	0.5 INCH (13 mm)	2 INCHES (50 mm)	5 INCHES (125 mm)	6 INCHES (150 mm)	9 INCHES (230 mm)	11 INCHES (280 mm)
Y	MAX. REACH HEIGHT OF OPERABLE PART	48 INCH (1220 mm)	46 INCH (1170 mm)	42 INCH (1065 mm)	40 INCH (1015 mm)	36 INCH (915 mm)	34 INCH (865 mm)

PLUMBING FIXTURES AND MOUNTING HEIGHTS

NOTES FOR ACCESSIBILITY

GENERAL NOTES

1. ICC/IBC - 2009 AND ICC/ANCI A117.1 - 2003 ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES
2. ICC/ANSI A117.1 - 2003; Sec. 302.1- GENERAL. FLOOR SURFACES SHALL BE STABLE, FIRM AND SLIP RESISTANT. CARPET OR CARPET TILES SHALL COMPLY WITH Sec. 302.2. OPENINGS IN FLOOR SHALL COMPLY WITH Sec. 302.3.
3. ICC/ANSI A117.1-2003; Sec. 303.2- CHANGES IN LEVEL IN FLOOR SURFACES. 1/4" MAX. VERTICAL CHANGE IN HEIGHT IS PERMITTED. CHANGES IN HEIGHT GREATER THAN 1/4" AND NOT MORE THAN 1/2" MAX. SHALL BE BEVELED WITH A SLOPE NOT STEEPER THAN 1:2.
4. ICC/ANSI A117.1-2003; Sec. 309- OPERABLE PARTS. SUCH AS FAUCETS, CONTROLS, WATER CLOSET AND URINAL FLUSH CONTROLS, LIGHT SWITCHES, ELECTRICAL RECEPTACLES, CIRCUIT BREAKERS, AND OTHER CONTROLS SHALL COMPLY WITH SEC. 309, HAVE A 30"x48" CLEAR FLOOR SPACE AND BE 15" A.F.F. MIN. / 48" A.F.F. MAX. OPERABLE PARTS SHALL BE OPERABLE WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE SHALL BE 5.0 LB MAXIMUM. APPLIANCE CONTROLS AND CIRCUIT BREAKERS IN TYPE "A" UNITS SHALL ALSO COMPLY.
5. ICC/ANSI A117.1-2003; Sec. 404 - DOORS AND DOORWAYS THAT ARE PART OF AN ACCESSIBLE ROUTE SHALL COMPLY WITH Sec. 404. DOORWAYS SHALL HAVE A CLEAR 32" MIN. CLEAR OPENING. DOORS SHALL HAVE A 32" MIN. CLEAR WIDTH MEASURED FROM THE JAMB TO THE FACE OF THE OPEN DOOR, WITH THE DOOR OPEN 90°, AND ADA COMPLIANT THRESHOLDS. DOORS SHALL ALSO HAVE ADA COMPLIANT LEVER HARDWARE, OPENING FORCE, CLOSING SPEED, BOTTOM DOOR SURFACE, VISION LITE AND MANEUVERING CLEARANCES.
6. ICC/ANSI A117.1-2003; Sec. 404 - DOOR HARDWARE. HANDLES, PULLS, LATCHES, LOCKS, AND OTHER OPERABLE PARTS SHALL HAVE A SHAPE THAT IS EASY TO GRASP WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE SHALL BE 5.0 LB MAXIMUM. OPERABLE PARTS OF SUCH HARDWARE SHALL BE 34" A.F.F., MIN. AND 48" A.F.F, MAX.
7. ICC/ANSI A117.1-2003; Sec. 506 - ACCESSIBLE WINDOWS SHALL HAVE OPERABLE PARTS THAT COMPLY WITH Sec. 309, AND SHALL INCLUDE MANEUVERING CLEARANCES, REACH RANGES, AND GRASPABILITY OF MECHANISMS.
8. ICC/IBC 2009; Sec. 1210.2 - FLOORS AND WALL BASE FINISH MATERIALS. (IN OTHER THAN DWELLING UNITS) TOILET, BATHING AND SHOWER ROOM FLOOR FINISH MATERIALS SHALL HAVE A SMOOTH, HARD, NONABSORBENT SURFACE. THE INTERSECTIONS OF FLOOR AND WALLS SHALL HAVE A SMOOTH, HARD, NONABSORBENT VERTICAL BASE THAT EXTENDS UPWARD ONTO THE WALL AT LEAST 4 INCHES.
9. ICC/IBC 2009; Sec. 1210.2 - WALLS AND PARTITIONS. WALLS AND PARTITIONS WITHIN 2 FT. OF URINALS AND WATER CLOSETS SHALL HAVE A SMOOTH, HARD, NONABSORBENT SURFACE, TO A HEIGHT OF 4 FT. A.F.F. AND MATERIALS USED AND SHALL NOT BE ADVERSELY AFFECTED BY MOISTURE.
   EXCEPTIONS; 1. DWELLING UNITS AND SLEEPING UNITS
   2. TOILET ROOMS THAT ARE NOT ACCESSIBLE TO THE PUBLIC AND WHICH HAVE NOT MORE THAT ONE WC.

PLAN NOTES (SEE PLUMBING FIXTURE AND MOUNTING HEIGHTS FOR ADDITIONAL INFORMATION)

(A) ICC/ANSI A117.1-2003; Sec. 602 - ACCESSIBLE DRINKING FOUNTAINS SHALL COMPLY INCLUDING CLEAR FLOOR SPACE, OPERABLE CONTROLS, SPOUT OUTLET HEIGHT AND LOCATION, AND WATER FLOW.

(B) ICC/ANSI A117.1-2003; Sec. 603.3 - MIRRORS. MIRRORS LOCATED ABOVE LAVATORIES, SINKS OR COUNTERS SHALL BE MOUNTED WITH THE BOTTOM EDGE OF THE REFLECTING SURFACE 40" MAX. A.F.F.

(C) ICC/ANSI A117.1-2003; Sec. 604.11 & Sec. 803.5 - COAT HOOKS AND SHELVES. ACCESSIBLE COAT HOOKS SHALL BE 48" MAX. A.F.F. WHERE PROVIDED, SHELVES SHALL BE 40" MIN. AND 48" MAX. A.F.F.

(D) ICC/ANSI A117.1-2003; Sec. 604 - ACCESSIBLE WATER CLOSETS AND COMPARTMENTS SHALL COMPLY INCLUDING WC LOCATION, CLEARANCE, HEIGHT OF WATER CLOSET SEAT, GRAB BARS AND OPERABLE CONTROLS. FLUSH CONTROLS SHALL BE ON THE OPEN SIDE OF THE ACCESSIBLE WC.

(E) ICC/ANSI A117.1-2003; Sec. 605 - ACCESSIBLE URINALS SHALL BE A STALL TYPE, WITH A MIN. DEPTH OF 13 1/2" (340mm) FROM THE OUTER FACE OF THE RIM TO THE BACK SURFACE OF THE FIXTURE, OR A WALL HUNG TYPE, WITH THE RIM HEIGHT AT 17" (430mm) MAX. A.F.F. URINALS SHALL HAVE A CLEAR FLOOR SPACE, POSITIONED FOR A FORWARD APPROACH, AND CONTROLS THAT COMPLY WITH Sec. 309

(F) ICC/ANSI A117.1-2003; Sec. 606 - ACCESSIBLE LAVATORIES AND SINKS SHALL COMPLY WITH Sec. 606 AND SHALL BE 34" MAX. HEIGHT A.F.F., MEASURED TO THE SINK RIM OR COUNTER SURFACE IF UNDER-COUNTER. PROVIDE CLEAR FLOOR SPACE, POSITIONED FOR FORWARD APPROACH AND CENTERED ON ONE SINK BOWL, KNEE AND TOE CLEARANCE, AND EXPOSED PIPE PROTECTION. CLEAR FLOOR SPACE SHALL BE 30" MIN. WIDTH AND 36" MIN. WIDTH IF USED FOR TURNING TURNING SPACE. FAUCETS SHALL BE WITHIN THE REACH RANGES, OPERABLE WITH ONE HAND, AND SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. THE FORCE REQUIRED TO ACTIVATE SHALL BE 5.0 POUNDS MAX.

Sec. 606.2 EXCEPTION 1 - A PARALLEL APPROACH COMPLYING WITH Sec. 305 SHALL BE PERMITTED TO A KITCHEN SINK IN A SPACE WHERE A COOKTOP OR RANGE IS NOT PROVIDED.

(G) ICC/ANSI A117.1-2003; Sec. 606.1 - OPERABLE PARTS ON HAND DRYERS AND DISPENSERS SHALL COMPLY WITH TABLE 606.1. WITH THE LABORATORY AT 34" IN HEIGHT, THE TOWEL DISPENSER AND HAND DRYER MUST BE ON A SIDE WALL WHERE THE MAX. REACH DEPTH IS 11" MAX.

(H) ICC/ANSI A117.1-2003; Sec. 609 - GRAB BARS IN ACCESSIBLE TOILET OR BATHING FACILITIES SHALL COMPLY WITH Sec. 609 AND HAVE A CROSS SECTION COMPLYING WITH Sec. 609.2. THE SPACE BETWEEN GRAB BAR AND THE WALL, OR PROJECTING OBJECTS BELOW OR AT THE ENDS OF THE BARS, SHALL BE 1 1/2" (38mm). THE SPACE BETWEEN THE GRAB BAR AND PROJECTING OBJECT ABOVE SHALL BE 12" MIN. ALL COMPONENTS OF THE GRAB BAR SHALL BE STRONG ENOUGH TO RESIST A 250 POUND CONCENTRIC FORCE APPLIED EITHER HORIZONTALLY OR VERTICALLY. GRAB BARS SHALL BE FREE OF SURFACE HAZARDS AND POSITIONED PER Sec. 609.4 AND INSTALLED PER Sec. 609.7.

(J) ICC/ANSI A117.1-2003; Sec. 804.6 - APPLIANCES. APPLIANCES (REFRIGERATORS, MICROWAVES, VENDING MACHINES, ETC.) SHALL HAVE A CLEAR FLOOR SPACE PER Sec. 305. CLEAR FLOOR SPACES MAY OVERLAP. ALL APPLIANCE CONTROLS SHALL COMPLY WITH Sec. 309 OPERABLE PARTS (SEE GENERAL NOTE #4) AND SHALL COMPLY WITH Sec. 308 REACH RANGES.

(K) CRITICAL DIMENSION

(L) IF THERE IS A DISPOSAL BRING SWITCH TO FRONT OF COUNTER.

(M) COUNTER TOP @ 34" A.F.F., THIS INCLUDES DISHWASHER.

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL: mbriceconstruction@yahoo.com

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Proposed Office Building
Paroubek Insurance Agency
Destiny Drive
DePere, WI

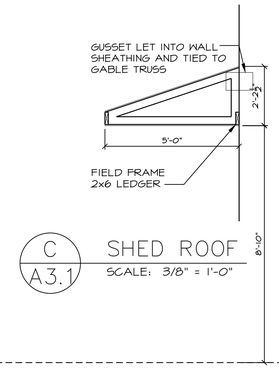
REVISION	DATE
XXX	XXXX

DATE 8/4/2016

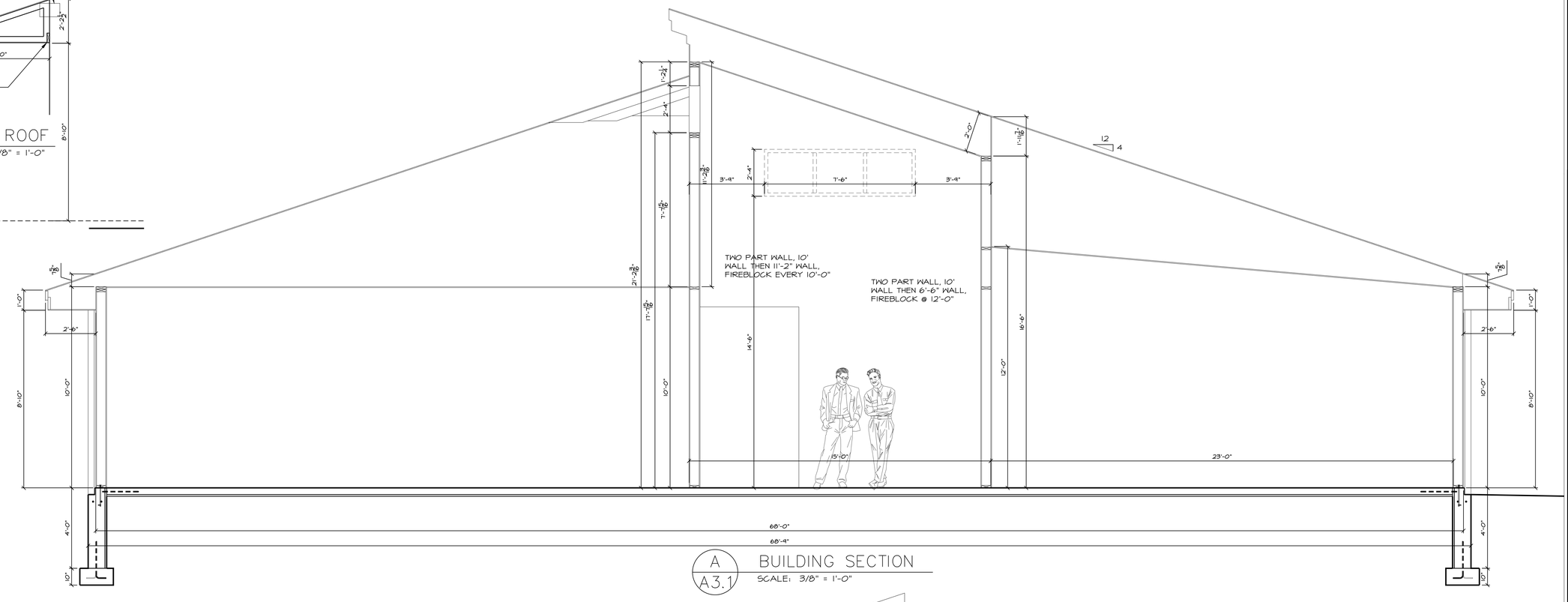
PROJECT NO. 701006

SHEET **A 2.3**

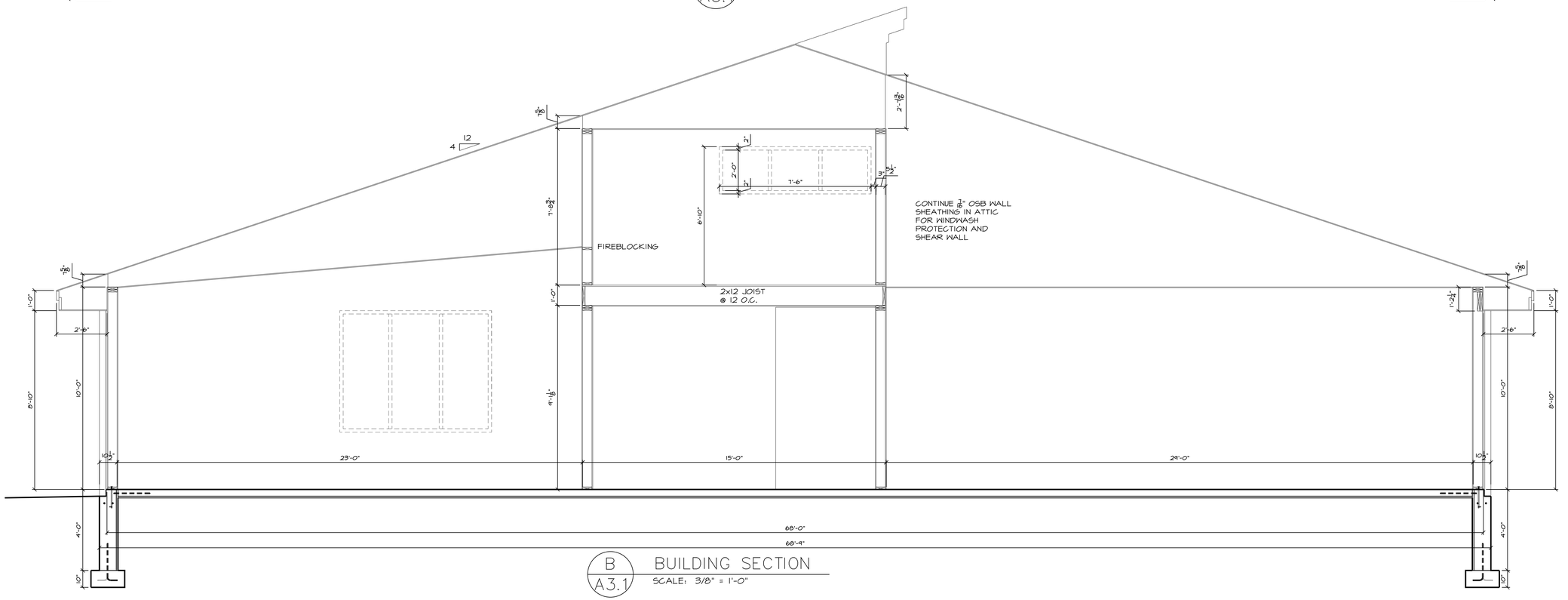
Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)



C / A3.1 SHED ROOF
SCALE: 3/8" = 1'-0"



A / A3.1 BUILDING SECTION
SCALE: 3/8" = 1'-0"



B / A3.1 BUILDING SECTION
SCALE: 3/8" = 1'-0"

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL: mbriceconstruction@yahoo.com

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Proposed Office Building
Paroubek Insurance Agency INC.
Destiny Drive
DePere, WI

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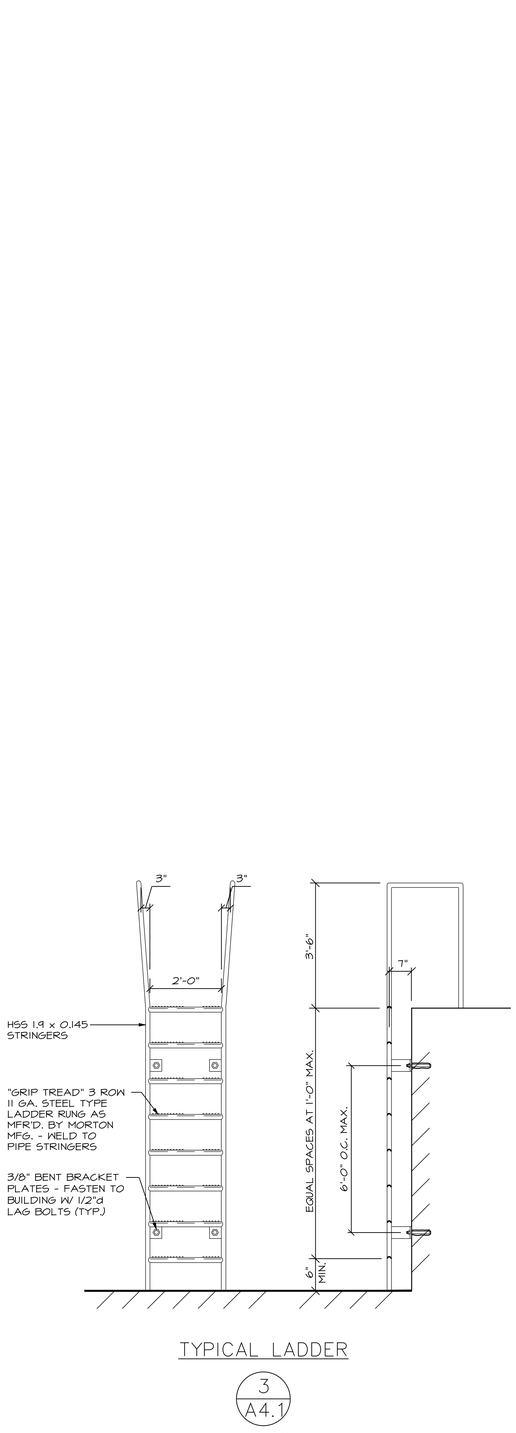
XXX	XXXX

DATE 8/4/2016
PROJECT NO. 701006
SHEET **A 3.1**

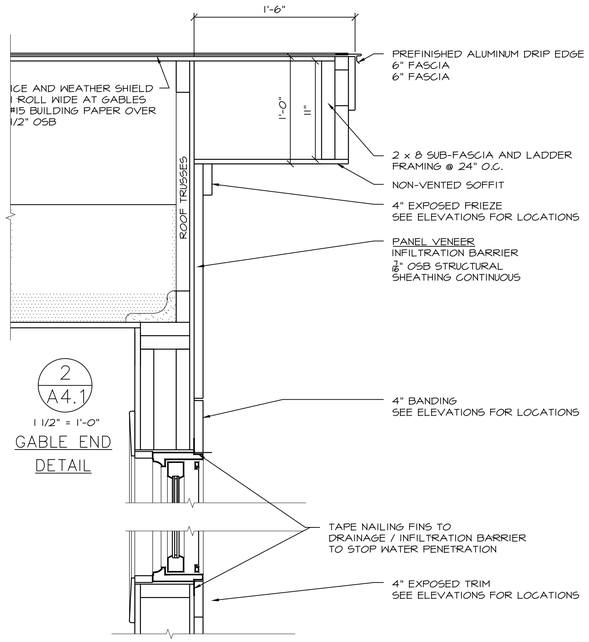
Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)



TYPICAL LADDER

3 / A4.1

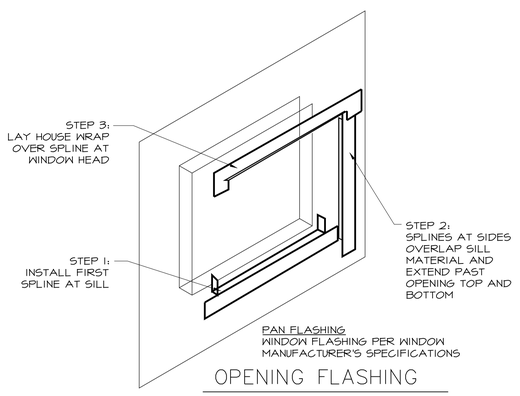
1/2" = 1'-0"



2 / A4.1

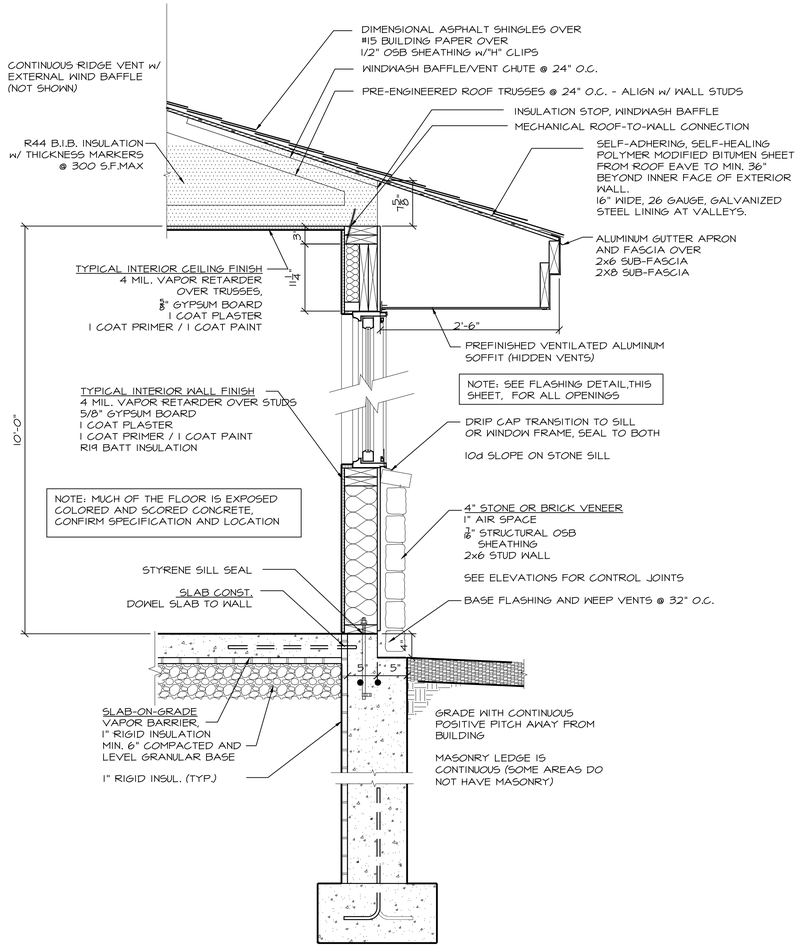
1 1/2" = 1'-0"

GABLE END DETAIL



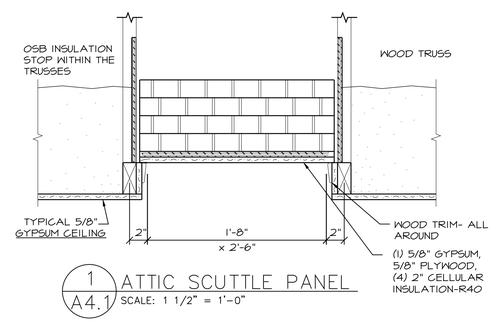
OPENING FLASHING

NOT TO SCALE



C / A4.1 THERMAL ENVELOPE

SCALE: 1" = 1'-0"



1 / A4.1 ATTIC SCUTTLE PANEL

SCALE: 1 1/2" = 1'-0"

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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Proposed Office Building
Paroubek Insurance Agency INC.
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8/4/2016

PROJECT NO.
701006

SHEET
A
4.1

Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)

STRUCTURAL GENERAL NOTES

A. DESIGN LOADS

1. Building Category II
   Ie=1.0
   Is=1.0
   Iw=1.0

2. Floor Beam Dead Load = 20 psf
   Deflection = L/360
   Floor Beam Live Load
   Residential Units = 40 psf
   Decks = 40 psf
   Deflection = L/360
   Combined Deflection = L/240

3. Floor Truss 20" deep
   Deflection Total Load = L/360
   Deflection Live Load = L/480
   Loadin = 40# live / 15# top dead / 5# bottom dead

4. Roof Dead Load = 18 psf

5. Snow Load: Ground snow Pg = 40 psf
   Ce = 1.0 Ct = 1.1 Cs = 1.0
   Snow load Pf = Pgx0.7CIsxCexCtxCs = 34 psf (Typ)
   Ce = 1.0 Ct = 1.2 Cs = 1.0
   Snow load Pf = Pgx0.7CIsxCexCtxCs = 37 psf (Canopy)

   Unbalanced Snow Load as per
   Wisconsin Comm 62.1608 = 40 psf

6. Seismic requirements
   Site Class = D
   SDS = .072 SDI = .053
   Seismic Design Category = A
   Seismic Base Shear = 1000 lbs
   Seismic analysis procedure = Minimum

7. Wind Loads (Simplified Method)
   Wind Speed = 90 MPH
   Exposure Category = C

B. SPECIFIED MATERIAL STRENGTHS

1. Poured-in-place Concrete, f'c
   Slab-on-grade 3000 psi @ 28 days 1" stone
   Foundation Walls 3000 psi @ 28 days
   Footings 3000 psi @ 28 days 1½" stone
   Exposed 3000 psi @ 28 days
   Air Entrained 5-7%
2. Reinforcing Steel ASTM A615 Fy = 60 ksi
3. Welded Wire Fabric ASTM A185 Fy = 65 ksi
4. Structural Steel (UNO) ASTM A992
5. Steel Tubing ASTM A500, Grade B
6. Miscellaneous ASTM A36
7. Bolts for Structural Connections ASTM A325, Type N
8. Anchor Bolts ASTM AF1554-36
9. Masonry Grout, f'c 2500 psi @ 28 days
10. Masonry Running Bond, f'm 135 psi
11. Allowable Soil Bearing Pressure 2000 psf
12. Welding Electrodes 3000 E70

C. FOUNDATIONS

1. If there is a question regarding the soils, a Geotechnical Engineer, hired by the owner, shall inspect each footing excavation and shall confirm that the actual soil conditions meet or exceed the design pressure.
2. Remove all topsoil and other soils containing organics from beneath floor slabs and foundations. Proof roll exposed sub grades under direction of the Geotechnical Engineer. Remove all soft or loose soils detected by proof rolling and replace with specified fill on a unit price basis.
3. Provide a minimum of 4'-0" of soil cover above the bottom of all footings exposed to the weather or unheated spaces.
4. Provide sufficient temporary protection to prevent all exposed footing sub grades from freezing and all footings with less than 4'-0" of soil cover from heaving. Do not place concrete or backfill over frozen soil.
5. The Contractor shall slope the bottom of the excavation to a temporary sump pit to keep accumulated groundwater and surface runoff away from the foundation bearing stratum. Pump groundwater out of the excavation before placing backfill. Do not allow the water to stand in the excavation and soften the soils at or below bearing level.
6. The sidewalls of all excavations shall be properly sloped, sheeted and braced in accordance with OSHA regulations and other procedures to provide safe working conditions. The responsibility for safe working conditions is solely that of the Contractor.
7. Center all wall footings on walls unless noted otherwise. Center all column footings and piers on columns unless otherwise noted.
8. Backfill walls with even lifts on alternate sides to prevent excessive horizontal load on walls.
9. When excavating adjacent to an existing structure, use shoring as required to prevent undermining of the existing foundations.
10. When backfilling walls, maintain adequate shoring until supporting elements are poured and cured.
11. No holes, trenches or other disturbances of the soil below footings, other than shown on structural plans, will be allowed within the volume described by lines sloping downward at 45 degrees to the horizontal from the bottom edges of of the footings.
12. Specified compacted granular fill shall be well graded pit run sand and gravel mixture with no more than 8% passing a No. 200 sieve. Fill shall be free of shale, clay, friable material and debris. Compact fill to 95% Modified Proctor under footings and 90% under slabs.

D. CONCRETE

1. Proportioning of materials shall be in accordance with ACI 211.1- Latest "Recommended Practice for Selecting Proportions for Normal, Heavyweight and Mass Concrete." Maximum aggregate size shall be 1-1/2" for footings, 3/4" for slabs, walls and columns and 3/8" for toppings. Minimum cement content for floors shall be 5-1/2 bags of cement per cubic yard. Maximum water-cement ratio 0.45.

   Provide an approved Air Entraining Admixture conforming to ASTM C260 and ACI 318-89 table 4.4.1 for all concrete exposed to freeze thaw conditions.

   All concrete mixes may contain an approved non-chloride Water Reducing Admixture in accordance with ASTM C494, Type A. All concrete mixes shall contain a Water-Reducing Admixture except where other Water-Reducing type Admixture is required in the same concrete mix.

   Provide an approved non-chloride non-corrosive Accelerator conforming to ASTM C494, Type C or E for all concrete flatwork poured at an ambient temperature of less than 50 degrees F. Provide an approved Water-Reducing Retarding Admixture conforming to ASTM C494, Type D for all concrete flatwork poured at an ambient temperature of 80 degrees F or higher.

   Where more than one admixture is used in a concrete mix, provide substantiating data that indicates that these admixtures are compatible without producing detrimental or unpredictable results. Use admixtures from one manufacturer only provide the proper admixture quantities based upon total cementitious materials in accordance with the manufacturer's recommendations to achieve the desired results for specific site conditions and concrete materials. Maximum water soluble chloride ion concentrations in hardened concrete at an age of 28 days contributed from all ingredients including water, aggregates, cementitious materials and admixtures shall not exceed 0.10 percent.
2. Submit two copies of proposed mix designs to the Structural Engineer. Provide sufficient time in the construction schedule to allow a minimum of five full working days of review period in the Engineer's office.
3. A Testing Firm, hired and paid for by the Contractor shall conduct concrete testing
   a. Four standard cylinders for each 50 cubic yards or 5000 square feet of wall or slab or fraction thereof of each mix design placed in any one day. Test one cylinder at 7 days and one at 14 days for information and the other two at 28 days for acceptance. Comply with ASTM C172-21, C31-69 and C39-72.
   b. Slump test for each pour. Comply with ASTM C143-78.
   c. Air content test for each corresponding set of cylinders. Comply with ASTM C231-78.
   d. The contractor shall pay for all additional testing required for concrete suspected of non compliance.
4. Convey concrete to point of use and deposit continuously in level layers to prevent separation of grout and aggregate. Work the concrete thoroughly around reinforcement, embedded fixtures, and into the corners of forms. Do not deposit concrete in free standing water, loose dirt, rubbish or other foreign matter. Proceed with concreting at such a rate that the concrete is plastic at all times and flows readily into the spaces between the bars. Do not retemper concrete. Use an approved method of vibration.
5. Use "Confilm" by Master Builders or equal on all flatwork constructed without protection of walls and roof.
6. Protect all concrete and grout from premature drying, excessively hot or cold temperature, and mechanical injury. Maintain concrete and grout with minimum moisture loss at relatively constant temperature for the required curing period. When the mean daily ambient temperature is less than 40 degrees F, provide temporary heat, insulating blankets, etc. So as to maintain the temperature of the concrete and grout at a minimum of 50 degrees F for 7 days. Provide adequate venting for equipment exhaust.
7. Cure concrete and grout such that the maximum moisture loss does not exceed 0.55 kg/m2 in 72 hours when tested in accordance with ASTM C156-80. Approved methods include approved curing compounds or soaking with water and covering with polyethylene sheets. Water cure slabs to receive toppings, grout beds, resinous flooring or other special coatings.
8. Seal all exterior concrete with Master Builders 'GP' after the full curing period.
9. Provide sawcut control joints in each direction for all slabs on grade. Control joint spacing shall not exceed 24'-0" nor 36 times the slab thickness unless otherwise shown. Control joint spacing shall not be less than 2/3 nor more than 1-1/2 times the spacing of the width of the slab in the other direction.
10. Carefully examine architectural, mechanical, electrical and equipment drawings before each concrete pour to include all cast-in items, anchorage devices, block outs, sleeves, depressions, and other special requirements.
11. Conduit and pipes embedded in concrete shall conform to ACI 318-89 Section 6.3.

E. ROOF TRUSSES

1. Submit one reproducible copy, if needed, of each shop drawing to the Engineer for approval. Provide sufficient time in construction schedule to allow a minimum of five full working days of review period in the Engineer's office.
2. Trusses, jack rafters and valley rafters shall be designed to meet all loading and spans as indicated on the plans.
3. Trusses and rafters shall be designed and certified by a Registered Professional Engineer.
4. Supplier shall be responsible for all bracing and/or bridging required for the design of the truss members.
5. Contractor shall be responsible for bracing and/or bridging required during construction.
6. All connector plates shall be made of Grade "A" galvanized steel, minimum 20 gage per latest TPI Specifications.
7. All connection hardware shall be designed & furnished by the truss supplier unless noted otherwise on the plans.
8. Scissors trusses shall be designed such that horizontal live load deflections do not exceed ¾". Walls are not designed to resist a horizontal truss reaction.
9. Submit stamped Structural Component Plans to Architect for Component Review.

F. REINFORCING STEEL

1. Submit one reproducible copy, if needed, of each shop drawing to the Engineer for approval. Provide sufficient time in construction schedule to allow a minimum of five full working days of review period in the Engineer's office.
2. Provide bolsters, chairs, dowel blocks, standees and #4 support bars as required to support specified reinforcement at spacings not to exceed 4'-0" in either direction. Tie securely together to hold steel in position.
3. Welding of reinforcement is not permitted. Field bending of reinforcement is not permitted.
4. Concrete cover for reinforcing steel, unless otherwise shown, shall be as follows:
   Footings 3" clear from bottom & sides, 2" clear from top
   Walls ½" clear from each side
   Beams, Columns ½" clear to stirrups or ties & piers
   Structural Slabs 1" clear from top & sides, ¾" clear from bottom
   Slab-On-Grade ½ slab thickness from top, but not less the ¾" nor greater than 2"
5. Provide the following reinforcement in flat sheets unless otherwise noted for all slabs on grade except sidewalks.
   4" slab WWF 6x 6 x W1.4 x W1.4

6. All reinforcing bars shall be fabricated in accordance with ACI 318 and ACI Detailing Manual SP-66. Provide "standard hooks" unless otherwise noted. Specified bar length does not include length of hook. Place hooked end of bar 2" clear from edge of concrete, unless otherwise noted.
7. All laps shall be Class "B", unless noted otherwise. Use "top bar" lap lengths for all horizontal wall bars and for top bars in slabs and beams over 14" deep. Mechanical couplers capable of developing the full tensile capacity of the bars may be used at any lap location.
8. Corner bars shall be provided at all wall corners and intersections.
9. Plain weld wire fabric shall be lapped and / or anchored to develop fy per ACI 318.
10. Welding of reinforcing is not permitted.

G. ANCHORS

1. All post installed anchors must conform to ACI Appendix D requirements.
2. All expansion bolts fastened to masonry shall be zinc plated sleeve type in accordance with Federal Specification FF-S-325, Group II, Type 3, Class 3.
3. All adhesive anchors shall be POWERS "AC100 + GOLD" -or- equal.
4. All anchor bolts shall conform to ASTM F 1554-36 unless noted otherwise. Provide standard nut and washer tacked in place on embeded end. At gravity only connections, L-Shaped rods are acceptable. Embedment to hooked end shall be 12 rod diameters. Embedment shall not exceed footing thickness minus 3 inches. Hook length shall be 4 rod diameters 3" min. Embedded portion of anchor bolts shall be clean and free of oil, grease and all foreign substances. Provide minimum 6" projection.
5. All anchors in contact with treated lumber shall be hot dipped galvanized, stainless steel or have manufacturer's approved coating for contact with treated lumber.

D. DIMENSION LUMBER

1. Dimension lumber to be S-P-F / No. 2 or better for beams & headers. Use Spruce-Pine-Fir No.1/No.2 grade for wall studs & purlins. Unless noted otherwise on the plans
2. All member sizes given on plan are nominal dimensions.
3. All beams & joists not bearing on supporting members shall be framed w/ "Simpson" joist hangers or equal. Use type required for loading.
4. All foundation plates, sills & sleepers on concrete slab, which is in direct contact w/ earth, and sills which rest on concrete or masonry foundation walls, shall be treated wood or foundation redwood.
5. Hardware and fasteners in conctact with treated lumber or exposed to the elements shall be hot dipped galvanized, stainless steel, or manufacturer's approved coating.
6. Where not noted specifically otherwise, nailing shall be according to fastening schedule, in the Wisconsin Enrolled Commercial Code.
7. All bolts and lag screws shall be American Standard Manufacture.
8. Bolt holes in wood shall be drilled 1/16" maximum oversize. Holes for screws and lag screws shall be first bored for the dame depth and diameter of the shank, then the remainder occupied by the threaded portion shall be bored not larger in diameter than the root of the thread. All screws shall be screwed, not driven into place.
9. Provide wahers under all nuts and heads of bolts and lag screws.
10. All timber framing shall be accurately cut, notched, or tapped as indicated. No over cut is permitted for notches or daps. Members shall fit tight and true. Examine members for detrimental damage before installation, and avoid natural defects at connections. Where steel plates occur, they shall be used as the template for boring holes.
11. Wherever neccessary to cut or drill treated lumber, treat the cut or bored surfaces with two heavy coats of the same preservative as used in the original treatment.
12. Design, fabrication, and construction shall conform to the "National Design Specification for Wood Construction" current edition as recommended by the American Forest & Paper Association.

RICE
ENGINEERING
105 School Creek Trail
Luxemburg, WI 54217
Phone : 920.845.1042
Fax: 920.845.1048
www.rice-inc.com
REI PROJECT # R14-06-089

J. NAILING SCHEDULE

NAILING SCHEDULE

CONNECTION	NAILS (COMMON NAILS- UNLESS OTHER CONNECTION IS REQUIRED)	STAPLES	STRIP NAILS (PNEUMATIC)
TRUSS TO TOP PLATE	SIMPSON "H-I"		
BRIDGING TO TRUSSES, FACE NAIL EACH END	2-8d		
TOP PLATE TO STUD, END NAIL	2-16d		
STUD TO SILL PLATE	4-8d, TOENAIL OR 2- 16d END NAIL		
BUILT-UP STUDS, FACE NAIL	SEE SHEET S1		
DOUBLE TOP PLATES, FACE NAIL	16d @ 16" O.C.		
TOP PLATES, LAPS AND INTERSECTIONS, FACE NAIL	2-16d		
SOLID BLOCKING IN FLOOR JOIST	3-16d		
CONTINUOUS HEADER TO STUD	USE FRAMING ANCHORS		
BUILT-UP CORNER STUDS	16d @ 12" O.C.		
1/2" OSB ROOF SHEATHING (APA RATED) H CLIPS @ UNSUPPORTED EDGES	8d @ 6" O.C. AT SUPPORTED EDGES 8d @ 12" O.C. AT INTERMEDIATE MEMBERS	1 3/4" 16 GA. AT 4" O.C. AT EDGES 1 3/4" 16 GA. AT 8" O.C. AT INTERMEDIATE SUPPORTS	10d @ 6" O.C. AT SUPPORTED EDGES 8d @ 12" O.C. AT INTERMEDIATE MEMBERS
7/16" OSB WALL SHEATHING (APA RATED) (BRACED WALL PANELS BLOCKED)	8d @ 6" O.C. AT ALL EDGES 8d @ 12" O.C. AT INTERMEDIATE MEMBERS	1 3/4" 16 GA. AT 4" O.C. AT EDGES 1 3/4" 16 GA. AT 8" O.C. AT INTERMEDIATE SUPPORTS	8d @ 6" O.C. AT ALL EDGES 8d @ 12" O.C. AT INTERMEDIATE MEMBERS
3/4" OSB FLOOR SHEATHING (APA RATED) GLUE CONTINUOUSLY TO TRUSS OR JOIST	8d @ 6" O.C. AT ALL EDGES 10d @ 12" O.C. AT INTERMEDIATE MEMBERS		10d @ 6" O.C. AT ALL EDGES 10d @ 12" O.C. AT INTERMEDIATE MEMBERS
5/8" GYPSUM BOARD (INTERIOR PANELS, APPLIED VERTICALLY)	1 1/4" TYPE W OR S SCREWS AT ALL EDGES AND FIELD 7" O.C.		

a. See Section 2308.10.1, Table 2308.10.4.1
b. Nails spaced at 6 inches on center at edges, 12 inches at intermediate supports except 6 inches at supports where spans are 48 inches or more. For nailing of wood structural panel and particle board diaphragms and shear walls, refer to Section 2305. Nails for wall sheathing are permitted to be common, box or casing.
c. Fasteners spaced 3 inches on center at exterior edges and 6 inches on center at intermediate supports.
d. Common or deformed shank.
e. For roof sheathing applications, 8d nails are the minimum required for wood structural panels.
f. Deformed shank.
g. Corrosion-resistant siding or casing nail.

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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Proposed Office Building
Paroubek Insurance Agency INC.
Destiny Drive
DePere, WI

REVISION	DATE
XXX	XXXX

DATE 8/4/2016
PROJECT NO. 701006
SHEET **S 1.0**

Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)

SHEAR WALL SCHEDULE

MARK	SHEATHING	PANEL ANCHORAGE	HOLD DOWN	MIN. END MEMBER	MIN. HOLD DOWN BOLT	INTERMEDIATE BOLT SPACING	REMARKS
S1	7/16" APA RATED SHEATHING ONE SIDE, VERTICAL	0.131"x 2-½" (8d) NAILS 6" O.C. AT PANEL EDGES, 12" O.C. AT INTERIOR SUPPORTS (UNBLOCKED)	NONE REQUIRED	3"	NA	(2) 16d NAILS @ EACH FLOOR TRUSS OR 12" O.C.	1
S2	7/16" APA RATED SHEATHING ONE SIDE, VERTICAL	0.131"x 2-½" (8d) NAILS 6" O.C. AT PANEL EDGES, 12" O.C. AT INTERIOR SUPPORTS (UNBLOCKED)	NONE REQUIRED	3"	NA	1/2" Ø BOLTS @ 48" O.C.	2, 3
S3	3/8" GYPSUM BOARD EACH SIDE	#6 DRYWALL SCREWS I ¼" LONG, 6" O.C. AT PANEL EDGES, 12" O.C. AT INTERIOR SUPPORTS, BLOCKED EDGES	NONE REQUIRED	3"	NA	1/2" Ø BOLTS @ 48" O.C.	2, 3
S4	5/8" GYPSUM BOARD EACH SIDE	#6 DRYWALL SCREWS I ¼" LONG, 6" O.C. AT PANEL EDGES, 12" O.C. AT INTERIOR SUPPORTS, BLOCKED EDGES	SIMPSON STHDI4 OR EQUAL (8) SDS ¼"x I ½" SCREWS	3"	1/2"d	1/2" Ø BOLTS @ 36" O.C.	2, 3
S5	3/8" GYPSUM BOARD ONE SIDE	#6 DRYWALL SCREWS I ¼" LONG, 7" O.C. AT ALL SUPPORTS	NONE REQUIRED	3"	NA	(2) 16d NAILS @ EACH FLOOR TRUSS OR 12" O.C.	1
S6	3/8" GYPSUM BOARD ONE SIDE	#6 DRYWALL SCREWS I ¼" LONG, 4" O.C. AT PANEL EDGES, 12" O.C. AT INTERIOR SUPPORTS, BLOCKED EDGES	SIMPSON STHDI4 OR EQUAL (8) SDS ¼"x I ½" SCREWS	3"	1/2"d	1/2" Ø BOLTS @ 36" O.C.	2, 3

NOTES:

1. 16d NAILS THROUGH PLATE AND FLOOR SHEATHING.
2. STANDARD CUT WASHERS PERMITTED AT ANCHOR BOLTS
3. USE SIMPSON TITEN HD OR EQUAL EMBEDMENT = 2-3/4"

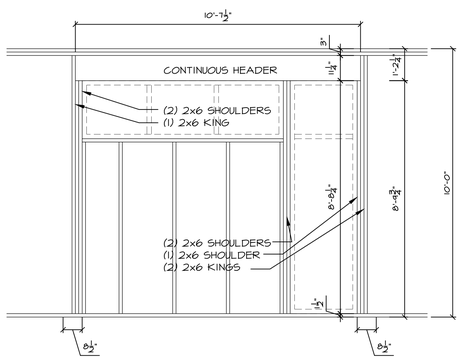
O INDICATES STRAP OR HOLD-DOWN AT SHEAR WALL ENDS

TYPICAL SHEAR WALL NOTES:

- SEE SHEAR WALL SCHEDULE AND CORRELATE WITH THE PLANS, THEN SEE TYPICAL SHEAR WALL ELEVATION DETAIL. THIS IS A TYPICAL DETAIL SHOWING MULTIPLE POSSIBILITIES, AGAIN CORRELATE BACK TO SCHEDULE FOR SPECIFIC CALLOUTS REQUIRED FOR THIS SPECIFIC PROJECT.
- ALL SHEAR WALLS UTILIZING WOOD OR GYPSUM SHEATHING SHALL HAVE BLOCKING ON ALL EDGES UNLESS NOTED OTHERWISE IN SHEATHING DESIGNATION.
- ALIGN TRUSSES AND STUDS IN ALL CASES.
- PROVIDE BLOCKING AT ALL JAMB, KING STUDS, AND POST BETWEEN FLOORS
- PROVIDE FURRING OR BACKING OF THICKNESS AS REQUIRED TO MAINTAIN A COMMON WALL PLANE AT ALL WOOD STUD WALL SURFACES WHICH ARE ONLY PARTIALLY SHEATHED WITH WOOD STRUCTURAL PANEL COORDINATE AND ADJUST HEAD, JAMB AND SILL DETAILS AS REQUIRED FOR PROPER OVERALL WALL THICKNESS.
- ANCHOR BOLTS, FASTENERS, WASHERS, NUTS IN CONTACT WITH TREATED LUMBER SHALL BE HOT DIPPED GALVANIZED OR OTHER APPROVED COATING.

TYPICAL HEADER NOTES:

- AT WALLS FRAMING PERPENDICULARLY INTO WALLS, USE NUMBER OF STUDS EQUAL TO THE NUMBER OF PLIES OF HEADER.
- INTERIOR MULTI PLY FLUSH HEADERS SUBSTITUTE NAILS WITH ¼" SIMPSON SCREWS FULL PENETRATION
- AT OPENINGS IN INTERIOR WALLS WITH OUT SCHEDULED HEADERS PLACE 2 BEARING STUDS AND 1 KING STUD.
- AT OPENINGS IN EXTERIOR WALLS WITHOUT SCHEDULED HEADERS PROVIDE 2 BEARING STUDS AND (½ + 1) THE NUMBER OF KING STUDS OMITTED FOR KING STUDS.
- BEARING STUDS SHALL BE CONTINUOUS TO THE FOUNDATION OR HEADER BELOW. PROVIDE BLOCKING AND SQUASH BLOCKS AS REQUIRED.
- 2x SQUASH BLOCKING AT ALL FIRST FLOOR HEADERS TO FULL WALL WIDTH AT BEARING LOCATIONS WITH BEARING STUDS DIRECTLY ABOVE.
- DECK FRAMING IS PRESSURE TREATED LUMBER. ALL FASTENERS AND HARDWARE TO BE COMPATIBLE WITH TREATMENT. (GALVANIZED, STAINLESS, OR MANUFACTURER'S APPROVED COATING)
- ALL KING STUDS TO EXTEND TO DOUBLE TOP PLATE.
- CANOPY HEADERS TO SUPPORTING POST USE SIMPSON ACE CONNECTORS AND AB POST BASES
- DO NOT SPLICE TOP OR BOTTOM PLATE WITHIN 12" OF A POINT LOAD.



1 / S1.1 FRAMING DETAIL
SCALE: 3/8" = 1'-0"

WOOD COLUMN SCHEDULE

MARK	SUPPORT / SIZE	NOTES
W-1	(2) 2 x 6	4
W-2	(3) 2 x 6	4
W-3	(4) 2 x 6	4
W-4	(4) 2 x 4	4
W-5	6x6 S. PINE #2 P.T.	1, 2
W-6		

COLUMN NOTES:

1. (2) SIMPSON LPC6Z POST CAPS TO HEADER
2. ABE66 POST BASE W/ ⅝"d x5 ½" HILTI KWIK HUS-EZ SCREW ANCHOR.
3. NOT USED
4. SEE 1/S1.2 FOR ALL INTERIOR BUILT UP COLUMNS

HEADER SCHEDULE

MARK	HEADER / BEAM	ANCHORAGE	SHOULDER STUDS	KING STUDS	NOTES
H-1	(2) 2 x 12 SPF # 1&2	2 ROWS 12d @ 12" O.C.	2	1	3
H-2	(2) 1 3/4"x9 1/2" 2.0E 3,100 Fb LVL	2 ROWS 12d @ 12" O.C.	2	2	6
H-3	(2) 2 x 10 SPF # 1&2	2 ROWS 12d @ 12" O.C.	3 OR 4	---	4, 6
H-4	(2) 2 x 10 SPF # 1&2	2 ROWS 12d @ 12" O.C.	2	1	1
H-5	(2) 2 x 10 SPF # 1&2	2 ROWS 12d @ 12" O.C.	1	1	---
H-6	(2) 2 x 12 SPF # 1&2	2 ROWS 12d @ 12" O.C.	2-3-3-2	2	
H-7	(2) 1 3/4"x11 7/8" 2.0E 3,100 Fb LVL	2 ROWS 12d @ 12" O.C.	2 - PSL - 2	2	2, 3
H-8	(3) 2 x 10 SPF # 1&2	2 ROWS 12d @ 12" O.C.	2	1	---
H-9	(3) 1 3/4"x18" 2.0E 3,100 Fb LVL	2 ROWS EACH SIDE 5" SDW SCREWS @ 16" O.C.	4	2	5, 7
H-10	(2) 1 3/4"x11 7/8" 2.0E 3,100 Fb LVL	2 ROWS 12d @ 12" O.C.	2	---	---
H-11	(3) 1 3/4"x14" 2.0E 3,100 Fb LVL	2 ROWS EACH SIDE 5" SDW SCREWS @ 16" O.C.	3	2	---
H-12	5 1/2"x11 7/8" 2.1E, 3,000Fb ROSBORO BB	SOLID (HEAVY TIMBER)	3	2	--
H-13	5 1/2"x14" 2.1E, 3,000Fb ROSBORO BB	N.A.	4	2	7
H-14	(2) 2 x 10 TREATED S.Y. PINE #2	2 ROWS 12d @ 12" O.C.	2	---	---
H-15	(3) 2 x 10 DFL # 1 ONLY	2 ROWS 12d @ 12" O.C.	---	---	6
H-16	(2) 2 x 8 SPF # 1&2	2 ROWS 12d @ 12" O.C.	1	1	---
H-T	HEADER BUILT INTO GABLE TRUSS	N.A.			--

NOTES:

1. AT INTERIOR LONGITUDINAL SUPPORT WALL HEADERS ARE OVER EACH WALL PORTION I.E. DOUBLE HEADERS ON DOUBLE WALLS
2. CONTINUOUS HEADER WITH BEARING STUDS LISTED AT ENDS AND 5.25x5.25 PSL INTERIOR SUPPORT, SEE 10/S1.2
3. USE HANGER AT INTERIOR CONDITIONS AS NECESSARY
4. SEE SECTION HEADER TO BE CARRIED BY GIRDER TRUSSES AT COVERED PORCH.
5. SEMI FLUSH HEADER, 3" INTO FLOOR SYSTEM, NO TOP PLATES, STRAP TO SURROUNDING WALL 12" EACH WAY, EACH SIDE
6. IF NO TOP PLATES STRAP WALLS / HEADERS TOGETHER 12" EACH WAY, EACH SIDE.
7. USE SIMPSON ECCQ & CQQ CONNECTORS FOR WALL SUPPORT BEAMS TO COLUMN CONNECTIONS AS NEEDED.

"F" EQUALS HEADER FLUSH IN FLOOR SYSTEM OR ABOVE CEILING.
SEE SHEET S/1.2 FOR HEADER DETAILS

FOUNDATION PLAN NOTES

1. FINISH SLAB ELEVATION = 100'-00" LOCAL DATUM UNLESS NOTED OTHERWISE. TOP OF FOOTING = 96'-00" UNLESS NOTED OTHERWISE.
2. SLAB ON GRADE TO BE 4" THICK WITH 1.5#/CU. YARD FRC BI BLEND 300, OR APPROVED EQUAL ON 10 MIL VAPOR RETARDER LAPPED 12" AND TAPED ON 6" FREELY DRAINING GRANULAR BASE COURSE U.N.O.
3. SPACE CONSTRUCTION AND CONTROL JOINTS AT 12'-0" O.C. MAX RESULTING SECTIONS SHALL BE APPROXIMATELY SQUARE OR TRIANGULAR. SEE DIMENSIONED JOINTS TO START LAYOUT.
4. OVER-EXCAVATION MAY BE REQUIRED TO REMOVE EXISTING UNDOCUMENTED FILL AND UNSUITABLE SOIL.

FLOOR FRAMING PLAN NOTES

1. JOIST BEARING ELEVATION = AS NOTED ON SECTIONS
2. PROVIDE ¾" APA RATED SHEATHING WITH TONGUE AND GROOVE EDGES. APPLY ADHESIVE TO TONGUE AND GROOVE CONTACT SURFACES OF SUPPORTING JOISTS. NAIL WITH 8d RING SHANK OR 10d COMMON NAILS (OR EQUIVALENT SCREWS) AT 6" O.C. AT SUPPORTED EDGES, AND 12" O.C. AT INTERMEDIATE SUPPORTS.
3. ALL WOOD BEARING WALLS SHALL BE SPF No.1/No.2 GRADE WITH SIZE AND SPACING AS NOTED IN ARCHITECTURAL WALL TYPES. PROVIDE DOUBLE TOP PLATE, AND SINGLE BOTTOM PLATE. SPLICES IN TOP PLATES ARE NOT PERMITTED OVER OPENING. SEE NAILING SCHEDULE AND SECTIONS FOR ADDITIONAL INFORMATION.

ROOF FRAMING PLAN NOTES

1. JOIST BEARING ELEVATION AS NOTED ON SECTIONS DECK BEARING ELEVATIONS = AS NOTED ON SECTIONS
2. PROVIDE ½" (15/32) 24/0 APA RATED SHEATHING. NAIL WITH 0.131"x2-½" or 8d COMMON NAILS AT 6" O.C. AT SUPPORTED EDGES, AND 12" O.C. AT INTERMEDIATE SUPPORTS.
3. DESIGN TRUSSES FOR LOADS INDICATED ON THE STRUCTURAL NOTES ALSO DESIGN FOR DRIFT LOAD INDICATED ON THE PLANS.
4. ALL WOOD BEARING WALLS SHALL BE SPF STUD GRADE WITH SIZE AND SPACING AS NOTED IN ARCHITECTURAL WALL TYPES. PROVIDE DOUBLE TOP PLATE, AND SINGLE BOTTOM PLATE. SPLICES IN TOP PLATES ARE NOT PERMITTED OVER OPENING. SEE NAILING SCHEDULE AND SECTIONS FOR ADDITIONAL INFORMATION.
5. AT EACH END OF ALL BUILDING TRUSSES USE SIMPSON H2.5A CLIP OR SDWC 15600 SCREW.
6. ENDS OF GIRDER TRUSSES USE (2) SIMPSON H2.5A OR EQUAL.

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty Brice Const. Inc.
1986 Kettle Creek La.
DePere, Wisconsin 54115
Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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Proposed Office Building
Paroubek Insurance Agency
Destiny Drive
DePere, WI

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DATE 8/4/2016
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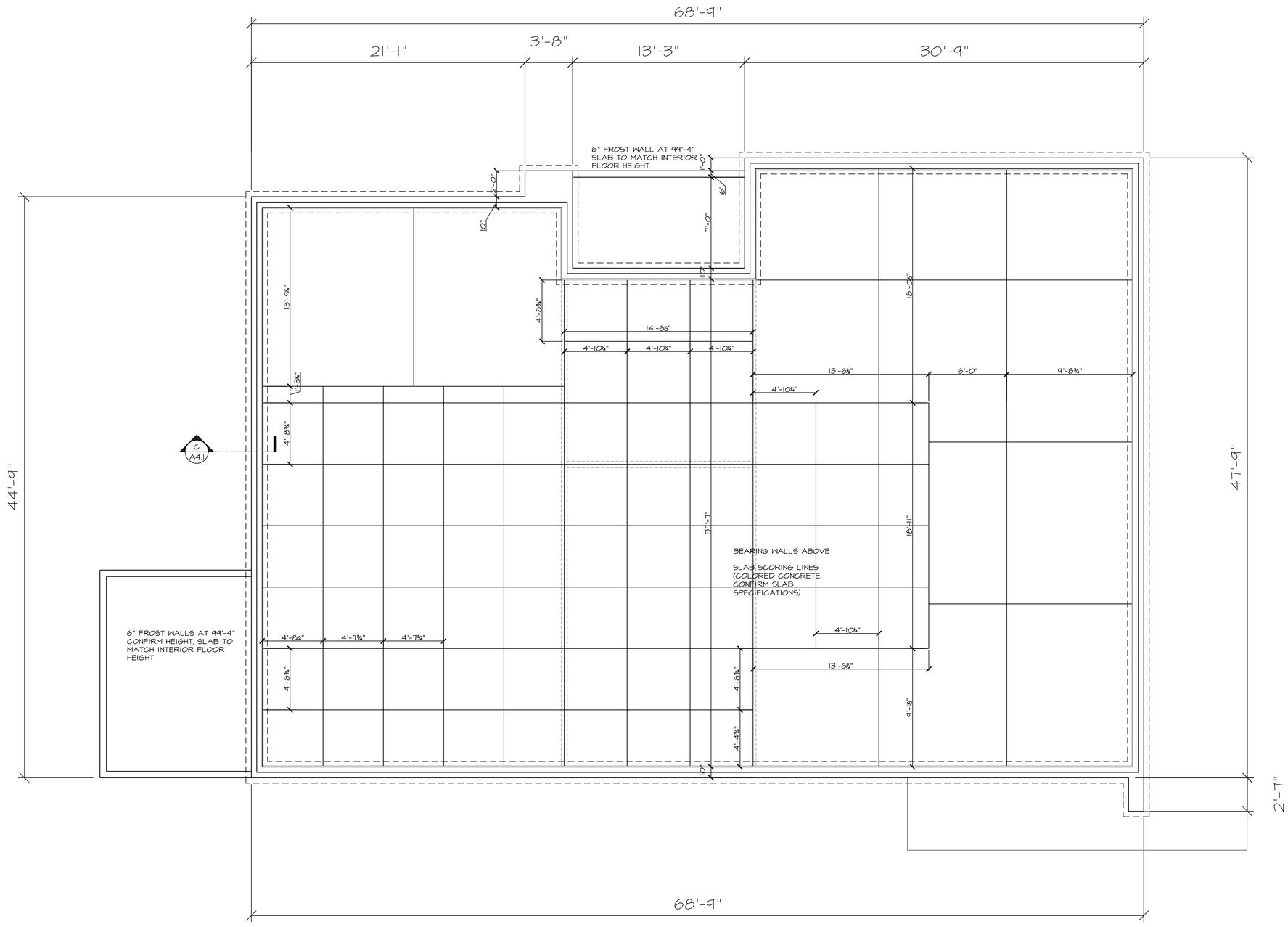
Attachment: Brice Paroubek DD set - Paroubek Office Building (5050 : Paroubek Site Plan)



SLAB AND
FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

LaPlant
Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

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1986 Kettle Creek La.
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Telephone: (920) 609-7296
EMAIL:
mbriceconstruction@yahoo.com

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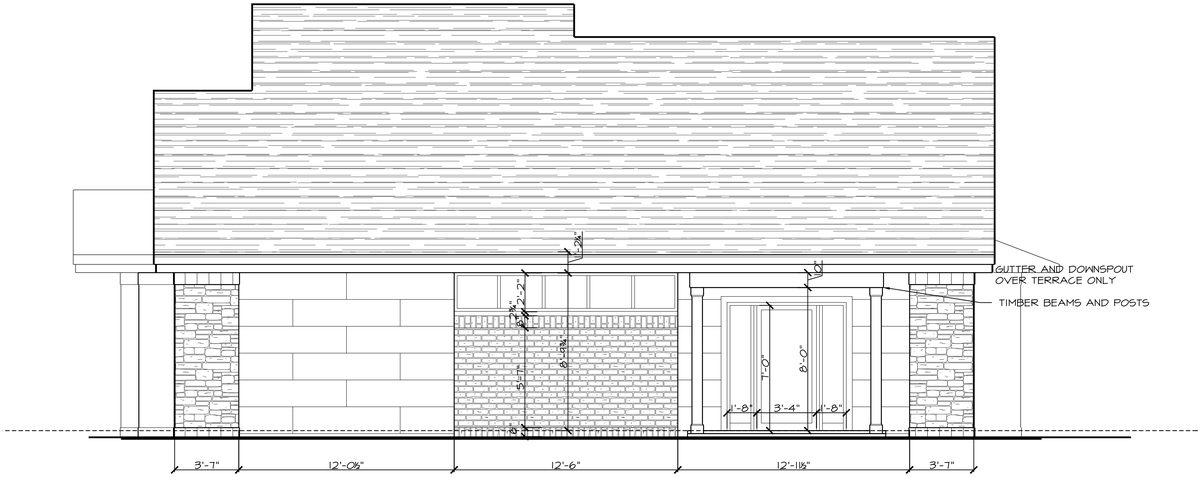
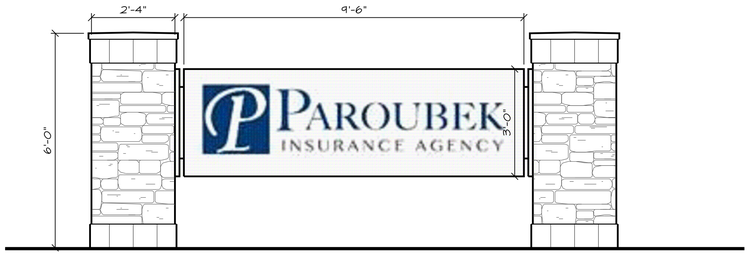
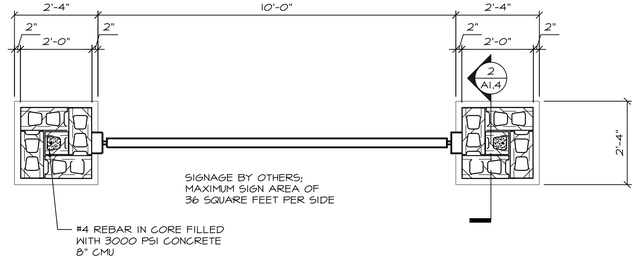
Attachment: Brice Paroubek-A1.2s - Sign Detail (5050 : Paroubek Site Plan)



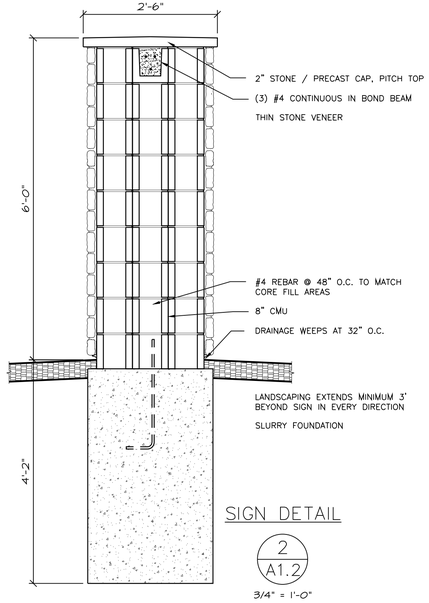
SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



SIGN ELEVATION
SCALE: 1/2" = 1'-0"



SIGN PLAN
SCALE: 1/2" = 1'-0"



SIGN DETAIL
2
A1.2
3/4" = 1'-0"

LaPlant Architecture, LLC
EMAIL: laplantarchitecture@yahoo.com
OFFICE:926 WILLARD DRIVE
GREEN BAY, WISCONSIN
MAILING: 1592 RUSTIC WAY
GREEN BAY, WISCONSIN 54313
Telephone: (920) 737-9769

Marty Brice
Marty
Brice Const. Inc.
1986 Kettle Creek La.
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EMAIL:
mbriceconstruction@yahoo.com

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A
1.2

City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: **August 22, 2016**

DEPARTMENT: **City Attorney**

FROM: **Judith Schmidt-Lehman**

SUBJECT: **Erosion Control Ordinance Revisions**

ATTACHMENTS:

- Mayor PC-Erosion Control 8-22-16-148-003-08 (PDF)
- Chapter 42 Construction Site Erosion Control Zoning - DPMC 2016 Review (DOCX)

CITY OF DE PERE MEMO

To: Michael J. Walsh, Mayor
Members of the Plan Commission
From: Judith Schmidt-Lehman, City Attorney
Eric Rakers, City Engineer
RE: Required updates to Construction Site Erosion Control Ordinance
Date: August 22, 2016

The City of De Pere last updated its construction site erosion control ordinance in 2009. The Wisconsin Department of Natural Resources is requiring that the city update its construction site erosion control and stormwater management ordinances, with an August 17, 2016 completion date for both. The DNR has approved the city's request for a September 20, 2016 approval schedule for both ordinances.

The attached comparison of the city's current ordinance and the proposed DNR model ordinance show the changes necessary for compliance with DNR requirements. The construction site erosion control ordinance is a zoning ordinance; therefore the Plan Commission is the reviewing body, and the body to make a recommendation on the ordinance changes to the Common Council. The Council is required to hold a public hearing (Class 2 notice) on the proposed changes, which is programmed to occur on September 20, 2016.

Revisions to the stormwater management ordinance will be brought to the Board of Public Works on September 12, 2016, with Council review on September 20, 2016 as well.

If you have any questions prior to the August 22, 2016 Plan Commission meeting, please feel free to call me at 339-4042 or Eric Rakers at 339-8304.

JSL

Attachment: Mayor PC-Erosion Control 8-22-16-148-003-08 (5035 : Erosion Control Ordinance Revisions)

Attachment: Chapter 42 Construction Site Erosion Control Zoning - DPMC 2016 Review (5035 : Erosion Control Ordinance Revisions)

Chapter 42 - CONSTRUCTION SITE EROSION CONTROL ZONING[1]

Sec. 42-1. - Authority.

(a) This chapter is adopted under the authority granted by Wis. Stats. § 62.234, This chapter supersedes all provisions of an ordinance previously enacted under Wis. Stats. § 62.23, that relate to construction site erosion control. Except as otherwise specified in Wis. Stats. § 62.234, Wis. Stats. § 62.23 applies to this chapter and to any amendments to this chapter.

(b) The provisions of this chapter are deemed not to limit any other lawful regulatory powers of the same governing body.

(c) The common council hereby designates the building inspector or designee to the administering authority to administer and enforce the provisions of this chapter.

(d) The requirements of this chapter do not pre-empt more stringent erosion and sediment control requirements that may be imposed by any of the following:

(1) Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under Wis. Stats. §§ 281.16 and 283.33.

(2) Targeted non-agricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.

Sec. 42-2. - Findings of fact.

The common council finds that runoff from land disturbing construction activity carries a significant amount of sediment and other pollutants to the waters of the state in the City of De Pere.

Sec. 42-3. - Purpose.

It is the purpose of this chapter to further the maintenance of safe and healthful conditions; prevent and control water pollution; prevent and control soil erosion and sediment discharge; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth, by minimizing the amount of sediment and other pollutants carried by runoff or discharged from land disturbing construction activity to waters of the state in the City of De Pere.

Sec. 42-4. - Applicability and jurisdiction.

(a) Applicability.

(1) This chapter applies to the following land disturbing construction activities site as defined under except as provided under subsection (2):

a. A construction site, which has 4,000 square feet or greater of land disturbing construction activity.

b. A construction site, which has 100 cubic yards or greater of excavation volume, filling volume, or some combination of excavation and filling volume.

c. A construction site, which has 100 linear feet or greater of land disturbance to a highway, street, driveway, swale, ditch, waters of the state, wetland, protective area, or other non-

agricultural drainage facility which conveys concentrated flow. Wetlands shall be delineated in accordance with § NR 103.08(1m).

(2) This chapter does not apply to the following:

a. Transportation facilities, except transportation facility construction projects that are part of a larger common plan of development such as local roads within a residential or industrial development.

~~a~~b. Land disturbing construction activity that includes the construction of one- and two-family residential dwellings that are not part of a larger common plan of development or sale and that result in less than one acre of disturbance. These construction sites are regulated by the state department of commerce under § Comm. 21.125 Wis. Adm. Code.

~~b~~c. A construction project that is exempted by federal statutes or regulations from the requirement to have a national pollutant discharge elimination system permit issued under chapter 40, Code of Federal Regulations, part 122, for land disturbing construction activity.

~~c~~d. Nonpoint discharges from agricultural activity areas (facilities and practices).

~~d~~e. Nonpoint discharges from silviculture activities.

~~e~~f. Mill and crush operations.

g. Routine maintenance for project sites that have less than 5 acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.

(3) Notwithstanding the applicability requirements in paragraph (1), this chapter applies to construction sites of any size that, in the opinion of the administering authority, are likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, or that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.

(b) Jurisdiction.

This chapter applies to land disturbing construction activities on lands within the boundaries and jurisdiction of the City of De Pere, as well as the extraterritorial division of land subject to an ordinance enacted pursuant to Wis. Stats. § 236.45(2) and (3).

(c) Exclusions. This chapter is not applicable to activities conducted by a state agency, as defined under Wis. Stats. § 227.01 (1), but also including the office of district attorney, which is subject to the state plan promulgated or a memorandum of understanding entered into under Wis. Stats. § 281.33 (2).

Sec. 42-5. - Definitions.

"Administering authority" means the city building inspector or designee.

"Agricultural activity area (facilities and practices)" means the part of the farm where there is planting, growing, cultivating and harvesting of crops for human or livestock consumption and pasturing or outside yarding of livestock, including sod farms and silviculture. Practices in this area may include waterways, drainage ditches, diversions, terraces, farm lanes, excavation, filling and similar practices. The agricultural activity area does not include the agricultural production area.

"Agricultural production area" means the part of the farm where there is concentrated production activity or impervious surfaces. Agricultural production areas include buildings, driveways, parking areas, feed storage structures, manure storage structures, and other impervious surfaces. The agricultural production area does not include the agricultural activity area.

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"Average annual rainfall" means a calendar year of precipitation, excluding snow, which is considered typical. For purposes of this chapter, average annual rainfall means measured precipitation in Green Bay, Wisconsin between March 29 and November 25, 1969.

"Best management practice" or "BMP" means structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

"Business day" means a day the office of the building inspector is routinely and customarily open for business.

"Cease and desist order" means a court-issued order to halt land disturbing construction activity that is being conducted without the required permit or in violation of a permit issued by the building inspector.

"Common plan of development or sale" means a development or sale where multiple separate and distinct land disturbing construction activities may be taking place at different times on different schedules but under one plan. A common plan of development or sale includes, but is not limited to, subdivision plats, certified survey maps, and other developments.

"Construction site" means an area upon which one or more land disturbing construction activities occur, including areas that are part of a larger common plan of development or sale where multiple separate and distinct land disturbing constructions activities may be taking place at different times on different schedules but under one plan. A long-range planning document that describes separate construction projects, such as a 20-year transportation improvement plan, is not a common plan of development.

"Design storm" means a hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.

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"Development" means residential, commercial, industrial, institutional, or other land uses and associated roads.

"Division of land" means the creation from one or more parcels or building sites of additional parcels or building sites where such creation occurs at one time or through the successive partition within a five year period.

"Erosion" means the process by which the land's surface is worn away by the action of wind, water, ice or gravity.

"Erosion and sediment control plan" means a comprehensive plan developed to address pollution caused by erosion and sedimentation of soil particles or rock fragments during construction.

"Extraterritorial" means the unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

"Final stabilization" means that all land disturbing construction activities at the construction site have been completed and that a uniform perennial vegetative cover has been established, with a density of at least 70 percent of the cover, for the unpaved areas and areas not covered by permanent structures, or that employ equivalent permanent stabilization measures.

"Governing body" means the Common Council of the City of De Pere.

"Land disturbing construction activity (or disturbance)" means any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities, and soil stockpiling.

"Landowner" means any person holding fee title, an easement or other interest in property, which allows the person to undertake cropping, livestock management, land disturbing construction activity or maintenance of storm water BMPs on the property.

~~MEP or~~ "~~m~~Maximum ~~e~~Extent ~~p~~Practicable" or "MEP" means a level of implementing best management practices in order to achieve a performance standard specified in this chapter which takes into account the best available technology, cost effectiveness and other competing issues such as human safety and welfare, endangered and threatened resources, historic properties and geographic features. MEP allows flexibility in the way to meet the performance standards and may vary based on the performance standard and site conditions.

"Performance standard" means a narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

"Permit" means a written authorization made by the ~~[~~building inspector~~]~~ to the applicant to conduct land disturbing construction activity or to discharge post-construction runoff to waters of the state.

"Pollutant" has the meaning given in Wis. Stats. § 283.01 (13).

"Pollution" has the meaning given in Wis. Stats. § 281.01 (10).

"Protective area" has the meaning given in subsection 28-7(c)4 of this Code.

"Responsible party" means any entity holding fee title to the property or performing services to meet the performance standards of this chapter through a contract or other agreement.

"Runoff" means storm water or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

"Sediment" means settleable solid material that is transported by runoff, suspended within runoff or deposited by runoff away from its original location.

"Separate storm sewer" means a conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

(1) Is designed or used for collecting water or conveying runoff.

(2) Is not part of a combined sewer system.

(3) Is not draining to a stormwater treatment device or system.

(4) Discharges directly or indirectly to waters of the state.

"Silviculture activity" means activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.

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"Site" means the entire area included in the legal description of the land on which the land disturbing construction activity is proposed in the permit application.

"Stop ~~–~~ work order" means an order issued by the building inspector which requires that all construction activity on the site be stopped.

"Stormwater reference guide" means the Stormwater Reference Guide of August 18, 2008, as amended from time to time and which is available for inspection from the office of the building inspector and the city engineer.

"Technical standard" means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

"Transportation facility" means a highway, a railroad, a public mass transit facility, a public-use airport, a public trail or any other public work for transportation purposes such as harbor improvements under Wis. Stats. §281.33. "Transportation facility" does not include building sites for the construction of public buildings and buildings that are places of employment that are regulated by the Department pursuant to s. 281.33, Wis. Stats.

"Waters" of the state has the meaning given in Wis. Stats. § 281.01 (18).

Sec. 42-6. - Technical standards.

(a) Design criteria, standards and specifications. All BMPs required to comply with this chapter shall meet the design criteria, standards and specifications based on any of the following:

(1) Design guidance and technical standards identified or developed by the ~~state department of~~Wisconsin ~~n~~Natural ~~r~~Resources under subchapter V of chapter NR 151, Wis. Adm. Code.

(2) Technical standards and other guidance identified within the city stormwater reference guide.

(3) For this chapter, average annual basis is calculated using the appropriate annual rainfall or runoff factor, also referred to as the R factor, or an equivalent design storm using a type II distribution, with consideration given to the geographic location of the site and the period of disturbance.

(b) Other standards. Other technical standards not identified or developed in (1), may be used provided that the methods have been approved by the building inspector.

Sec. 42-7. - Performance standards.

(a) Responsible party. The responsible party shall implement an erosion and sediment control plan, developed in accordance with section 42-9 that incorporates the requirements of this section.

(b) Plan. A written erosion and sediment control plan shall be developed in accordance with section 42-9 and implemented for each construction site.

(c) Requirements. The erosion and sediment control plan shall meet the following minimum requirements to the maximum extent practicable:

(1) BMPs shall be designed, installed and maintained to control total suspended solids carried in runoff from the construction site as follows.

a. For construction sites with one acre or greater of land disturbing construction activity, reduce the total suspended solids load by 80 percent, on an average annual basis, as compared with no sediment or erosion controls until the construction site has undergone final stabilization. No person shall be required to exceed an 80 percent sediment reduction to meet the requirements of this paragraph. Erosion and sediment control BMPs may be used alone or in combination to meet the requirements of this paragraph. Credit toward meeting the sediment reduction shall be given for limiting the duration or area, or both, of land disturbing construction activity, or other appropriate mechanism.

b. For construction sites with less than one acre of land disturbing construction activity, reduce the total suspended solids load using BMPs from the city stormwater reference guide. These sites are not required to satisfy a numeric performance standard.

(2) Notwithstanding subsection [(c)(1)], if BMPs cannot be designed and implemented to reduce the sediment load by 80 percent, on an average annual basis, the plan shall include a written and site-specific explanation as to why the 80 percent reduction goal is not attainable and the sediment load shall be reduced to the maximum extent practicable.

(3) Where appropriate, the plan shall include sediment controls to do all of the following to the maximum extent practicable:

a. Prevent tracking of sediment from the construction site onto roads and other paved surfaces.

b. Prevent the discharge of sediment as part of site de-watering.

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c. Protect the separate storm drain inlet structure from receiving sediment.

(4) The use, storage and disposal of building materials, chemicals, cement, concrete truck washout, litter, sanitary waste, and other compounds and materials used on the construction site shall be managed during the construction period, to prevent their entrance into storm sewers and waters of the state. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this paragraph.

(d) Location. The BMPs used to comply with this section shall be located prior to runoff entering waters of the state.

(e) Alternate requirements. The building inspector may establish requirements more stringent than those set forth in this section if the building inspector determines that an added level of protection is needed for sensitive resources.

Sec. 42-8. - Permitting requirements; procedures and fees.

(a) Permit required. No responsible party may commence a land disturbing construction activity subject to this chapter without receiving prior approval of an erosion and sediment control plan for the site and a permit from the building inspector.

(b) Permit application and fees. At least one responsible party desiring to undertake a land disturbing construction activity subject to this chapter shall submit an application for a permit and an erosion and sediment control plan that meets the requirements of section 42-9 and shall pay an application fee to be determined by resolution of the common council to the building inspector. By submitting an application, the applicant is authorizing the building inspector to enter the site to obtain information required for the review of the erosion and sediment control plan.

(c) Review and approval of permit application. The building inspector shall review any permit application that is submitted with an erosion and sediment control plan, and the required fee. The following approval procedure shall be used:

(1) Within 20 business days of the receipt of a complete permit application, required by subsection (b), the building inspector shall inform the applicant whether the application and plan are approved or disapproved based on the requirements of this chapter.

(2) If the permit application and plan are approved, the building inspector shall issue the permit.

(3) If the permit application or plan is disapproved, the building inspector shall state in writing the reasons for disapproval.

(4) The building inspector may request additional information from the applicant. If additional information is submitted, the building inspector shall have 20 business days from the date the additional information is received to inform the applicant that the plan is either approved or disapproved.

(5) Failure by the building inspector to inform the permit applicant of a decision within 20 business days of a required submittal shall be deemed to mean approval of the submittal and the applicant may proceed as if a permit had been issued.

(d) Surety bond. As a condition of approval and issuance of the permit, the building inspector may require the applicant to deposit a surety bond, cash escrow, or irrevocable letter of credit to guarantee a good faith execution of the approved erosion control plan and any permit conditions.

(e) Permit requirements. All permits shall require the responsible party to:

(1) Notify the building inspector within 48 hours of commencing any land disturbing construction activity.

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(2) Notify the building inspector of completion of any BMPs within ten business days after their installation.

(3) Obtain permission in writing from the building inspector prior to any modification pursuant to subsection 42-9(c) of the erosion and sediment control plan.

(4) Install all BMPs as identified in the approved erosion and sediment control plan.

(5) Maintain all road drainage systems, stormwater drainage systems, BMPs and other facilities identified in the erosion and sediment control plan.

(6) Repair any siltation or erosion damage to adjoining surfaces and drainage ways resulting from land disturbing construction activities and document repairs in weekly inspection reports.

(7) Conduct construction site inspections at least once per week and within 24 hours after a precipitation event of 0.5 inches or greater. Repair or replace erosion and sediment control BMPs as necessary within 24 hours of an inspection or notification that repair or replacement is needed. Maintain, at the construction site, weekly written reports of all inspections. Weekly inspection reports shall include all of the following: date, time and location of the construction site inspection; the name of individual who performed the inspection; an assessment of the condition of erosion and sediment controls; a description of any erosion and sediment control BMP implementation and maintenance performed; and a description of the present phase of land disturbing construction activity at the construction site.

(8) Allow the building inspector to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan or for performing any work necessary to bring the site into compliance with the control plan. Keep a copy of the erosion and sediment control plan, stormwater management plan, amendments, weekly inspection reports, and permit at the construction site until permit coverage is terminated.

(9) The permit applicant shall post the "certificate of permit coverage" in a conspicuous location at the construction site.

(f) Permit conditions. Permits issued under this section may include conditions established by building inspector in addition to the requirements set forth in subsection (e), where needed to assure compliance with the performance standards in section 42-7.

(g) Permit duration. Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The building inspector may extend the period one or more times for up to an additional 180 days. The building inspector may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this chapter.

(h) Maintenance. The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this chapter until the site has undergone final stabilization.

(i) Alternate requirements. The building inspector may prescribe requirements less stringent for applicants seeking a permit for a construction site with less than one acre of disturbance.

Sec. 42-9. - Erosion and sediment control plan, statement, and amendments.

(a) Plan requirements. The erosion and sediment control plan required under subsection 42-7(b) shall comply with the city stormwater reference guide and contain at a minimum the following information:

(1) Name, address, and telephone number of the landowner and responsible parties.

(2) A legal description of the property proposed to be developed.

(3) A site map with property lines, disturbed limits, and drainage patterns.

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(4) Total area of the site and total area of the construction site that is expected to be disturbed by construction activities.

(5) Performance standards applicable to site.

(6) Proposed best management practices.

Note to users: The plan requirements of this subsection will meet the erosion control plan requirements of § NR 216.46, Wis. Adm. Code, when prepared in accordance with good engineering practices, applicable technical standards described in [section 42-6], and the stormwater reference guide.

(b) Erosion and sediment control plan statement. For each construction site identified under subsection 42-4 (a)(3), an erosion and sediment control plan statement shall be prepared. This statement shall be submitted to the building inspector. The control plan statement shall briefly describe the site, including a site map. Further, it shall also include the best management practices that will be used to meet the requirements of the chapter, including the site development schedule.

(c) Amendments. The applicant shall amend the plan if any of the following occur:

(1) There is a change in design, construction, operation or maintenance at the site which has the reasonable potential for the discharge of pollutants to waters of the state and which has not otherwise been addressed in the plan.

(2) The actions required by the plan fail to reduce the impacts of pollutants carried by construction site runoff.

(3) The building inspector notifies the applicant of changes needed in the plan.

(d) Alternate requirements. The building inspector may prescribe requirements less stringent for applicants seeking a permit for a construction site with less than one acre of disturbance.

Sec. 42-10. - Fee schedule.

The fees referred to in other sections of this chapter shall be established by resolution of the common council. A schedule of the fees shall be available for review in the building inspection office.

Sec. 42-11. - Inspection.

If land disturbing construction activities are being carried out without a permit required by this chapter, the building inspector may enter the land pursuant to the provisions of Wis. Stats. §§ 66.0119(1), (2), and (3).

Sec. 42-12. - Enforcement.

(a) The building inspector may post a stop-work order if any of the following occurs:

(1) Any land disturbing construction activity regulated under this chapter is ~~being undertaken~~occurring without a permit;

(2) The erosion and sediment control plan is not being implemented in a good faith manner;

(3) The conditions of the permit are not being met.

(b) If the responsible party does not cease activity as required in a stop-work order posted under this section or fails to comply with the erosion and sediment control plan or permit conditions, the building inspector may revoke the permit.

(c) If the responsible party, where no permit has been issued or the permit has been revoked, does not cease the activity after being notified by the building inspector, or if a responsible party violates a stop-work order posted under subsection (a) of this section, the building inspector may request the city attorney to obtain a cease and desist order in any court with jurisdiction.

(d) The board of appeals may retract the stop-work order issued under (a) or the permit revocation under subsection (b) of this section.

(e) After posting a stop-work order under subsection (a), the building inspector may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this chapter. The building inspector may go on the land and commence the work after issuing the notice of intent. The costs of the work performed under this subsection by the building inspector, plus interest at the rate authorized by administrative authority shall be billed to the responsible party. ~~or~~ recovered from the surety bond, cash escrow, or irrevocable letter of credit. In the event a responsible party fails to pay the amount due, the clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to Wis. Stats. ch. 66., subch. VII.

(f) Any person violating any of the provisions of this chapter shall be subject to a forfeiture of not less than $200.00 nor more than $1,000.00 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.

(g) Compliance with the provisions of this chapter may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctional proceedings.

Sec. 42-13. - Appeals.

(a) Board of appeals. The board of appeals created pursuant to of the city's ordinance pursuant to Wis. Stats. § 62.23(7)(e):

(1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the [building inspector] in administering this chapter except for cease and desist orders obtained under subsection 42-12(c).

(2) Upon appeal, may authorize variances from the provisions of this chapter which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of this chapter will result in unnecessary hardship; and

(3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.

(b) Who may appeal. Appeals to the board of appeals may be taken by any aggrieved person or by any office, department, board, or bureau of the city affected by any decision of the building inspector.

Sec. 42-14. - Severability.

If a court of competent jurisdiction judges any section, clause, provision or portion of this chapter unconstitutional or invalid, the remainder of the chapter shall remain in force and not be affected by such judgment.

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City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE:	**August 22, 2016**
DEPARTMENT:	**Plan Commission**
FROM:	**Kelly Barker**
SUBJECT:	**Nomination and Election of a Vice-Chair**

At the July meeting, it was discussed that there is a need to nominate and elect a vice-chair in the event that Chair Mike Walsh is unable to attend a meeting.