



Plan Commission

Regular Meeting

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

Agenda

Monday, June 22, 2020

7:00 PM

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 **June 22, 2020** at **7:00 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on Spectrum 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 May 26, 2020 Plan Commission meeting.
3. Consideration and possible action regarding a variance to permit a 50 square foot wall sign on the south façade of the Notre Dame School in R-2 District at 137 S Superior ST (Parcel ED-1033).
4. Staff recommendation and possible action regarding a site plan request for an outdoor storage and driveway addition at 1155 Scheuring RD (Parcel WD-D0048-1).
5. Staff recommendation and possible action regarding the release of a 20 foot wide ingress and egress easement at 675 Heritage RD (Parcel ED-F0094-1).*
6. Staff recommendation and possible action regarding a new 20-foot wide ingress and egress easement at 675 Heritage RD (Parcel ED-F0094-1).*
7. Consideration and possible action regarding the two-lot replat of the final extraterritorial Carpenter's Crossing South First Addition in the Town of Lawrence (Parcels L-2073, L-2038).*
8. Staff recommendation and possible action regarding a Proposed 2 Lot Certified Survey Map at 760-780 Millennium CT (Parcels ED-2313-1, ED-2314).*
9. Staff recommendation and possible action regarding a Proposed 1 Lot and 1 Outlot Certified Survey Map at 1900 BLK Commerce DR (Parcel ED-344-102-5).*

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.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Scott Betrand, Elevate97

Marv Wall, Notre Dame School

Jeffrey Bauer, Brown-Wilbert Inc.

John Ambrosius, Belmark

Joel Ehrfurth, Mach IV Engineering

Pat Kaster, CCLW, LLC

Town of Lawrence



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the May 26, 2020 Plan Commission meeting.

ATTACHMENTS:

- PC_May2020_Minutes_Draft (PDF)



Plan Commission

Regular Meeting

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

Draft Minutes

Tuesday, May 26, 2020

7:00 PM

Call to Order

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

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Derek Beiderwieden	Commissioner	Present	
Brenda Busch	Commissioner	Excused	
Dan Carpenter	Aldersperson	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Aldersperson	Present	
Grant Schilling	Commissioner	Present	

Also present: Development Services Director Daniel Lindstrom, City Planner Peter Schlein, and members of the public.

2. Approval of the minutes of the April 27, 2020 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Beiderwieden, Carpenter, Higgins, Raasch, Schilling
EXCUSED:	Brenda Busch

3. Staff recommendation and possible action for a Conditional Use Permit application for an Overnight Shelter Facility at 290 Reid ST (Pennings Activity Center) in an R-2 Residential District (Parcels WD-905, WD-934).*

City Planner Peter Schlein reviewed the conditional use permit for an overnight shelter facility at the Pennings Activity Center on the St Norbert College campus. The new request is for a period of five years as opposed to the typical two or three year period and will expire July 2025. Staff recommended approval subject to six conditions outlined in the report. Mayor Boyd moved, seconded by Derek Beiderwieden, to approve the conditional use permit. Upon vote, motion carried unanimously. This item will be reviewed by the Common Council on June 16, 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Beiderwieden, Carpenter, Higgins, Raasch, Schilling
EXCUSED:	Brenda Busch

4. Staff recommendation and possible action regarding a site plan request for a warehouse building addition and pavement addition at 675 Heritage RD (Parcel ED-F0094-1).

City Planner Peter Schlein reviewed the site plan request for a warehouse building addition and pavement addition for Belmark. The two separate parcels have now been combined into one parcel. Staff recommended approval of the site plan, subject to the conditions in the report. Mayor Boyd moved, seconded by Mark Higgins, to approve the site plan. Upon vote, motion carried unanimously.

Attachment: PC_May2020_Minutes_Draft (9726 : Approval of the minutes of the May 26, 2020 Plan Commission meeting.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Beiderwieden, Carpenter, Higgins, Raasch, Schilling
EXCUSED:	Brenda Busch

5. Staff recommendation and possible action to amend Municipal Code Sections 14-47 and 14-51 (Zoning – Industrial Park District and Industrial-Business-1 District) to allow “pet grooming, kennels, and pet day care facilities” as permitted uses. *

City Planner Peter Schleinz reviewed the request to amend Municipal Code Sections 14-47 and 14-51 to allow pet grooming, kennels, and pet day care facilities as permitted uses. Staff recommended approval of the zoning code amendment. Ald. Raasch moved, seconded by Derek Beiderwieden, to approve the amendment. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Beiderwieden, Carpenter, Higgins, Raasch, Schilling
EXCUSED:	Brenda Busch

6. Informational.

Development Services Director Daniel Lindstrom - added an information item at the end of the Plan Commission meeting agenda to provide an update on recent projects. He reported that the Zoning Code update will be coming before the Plan Commission in the near future.

RESULT:	DISCUSSED
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Adjournment

Mayor Boyd moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:15 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action regarding a variance to permit a 50 square foot wall sign on the south façade of the Notre Dame School in R-2 District at 137 S Superior ST (Parcel ED-1033).

ATTACHMENTS:

- Memo to Plan Commission - Variance (DOCX)
- Application Form (PDF)
- Notre Dame - Deck 1 (PDF)
- Notre Dame - Deck 2 (PDF)
- Submittal Data - 15 Jun 2020 (PDF)
- Email Attachment - Requested by Marv Wall (DOCX)
- 27 Apr 2020 Report to Plan Commission - Variance (DOCX)

CITY OF DE PERE MEMO



To: Plan Commission
From: Peter Schleinz, Senior Planner | Zoning Administrator
Date: June 22, 2020

RE: Consideration and possible action regarding a variance to permit a 50 square foot wall sign on the south façade of the Notre Dame School in R-2 District at 137 S Superior ST (Parcel ED-1033).

Summary

On April 27, 2020 Plan Commission reviewed and approved a variance to allow 50 SF halo lit and 80 SF front lit wall signs on the west and east facades of the new Notre Dame School. At the time it was assumed that monument signs were needed along with wall signs for schools, but it since has been clarified that wall signs (up to 32 SF) are permitted on each street frontage without any monument sign. Thus, the April variance review did not need to reference monument signs.

A copy of the April 27 staff report to staff is attached for reference.

New Variance Request

In April, Plan Commission approved a variance for 50 SF halo lit and 80 SF front lit wall signs on the west and east facades of the new Notre Dame School. On June 22, the petitioner is requesting a 50 SF halo lit wall sign on the south façade of the school, rather than a permitted 32 SF wall sign. The petitioner provided supporting documents and graphics related to the request, including a graphic sample of a 50 SF halo lit sign and a graphic sample of a 32 SF internal lit sign (internal lit signs are not permitted, but unlit, halo lit and front lit wall signs are permitted).

Staff Denial of Request

Staff denied the request for a 50 SF halo lit wall sign because, per Municipal Code 98-13(c)(3), wall signs *"...shall contain no more than 32 square feet of sign area."*

Staff Recommendation

Staff does not provide recommendations for variances. Rather the applicant must provide evidence of hardship to the Plan Commission.

NOTE: If approved, based on past meeting public input, the Plan Commission may wish to consider night illumination being placed on a timer that turns off at a specific hour in the evening.



Proposed South Wall with 32 Square Foot Sign (*facing Charles ST*)

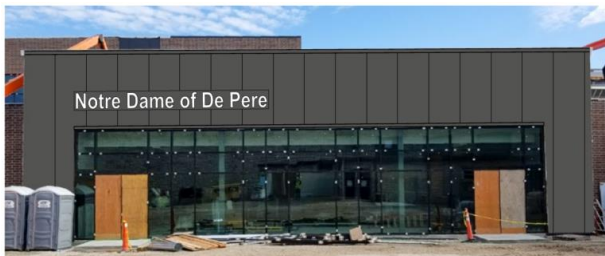


PROPOSED CONDITION (DAY VIEW): NOT TO SCALE

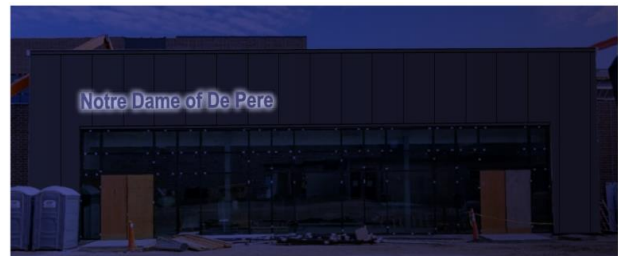


PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

Proposed South Wall Sign with 50 Square Foot Sign Variance (*facing Charles ST*)



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

	CITY OF DE PERE APPLICATION FOR VARIANCE	Fee: \$ 168.00
		Receipt #:
		Date:

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) Elevate97	Authorized Representative Scott Bertrand	Title Project Manager	
Mailing Address 1085 Parkview Rd	City Green Bay	State WI	ZIP Code 54304
Email Address sbertrand@elevate97.com	Phone Number (incl. area code) 920.737.2354	Fax Number (incl. area code)	

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

Name (Ind. Org. or Entity) Notre Dame School	Contact Person Marv Wall	Title Owner Representative	
Mailing Address	City	State	ZIP Code
Email Address 1marvwall@gmail.com	Phone Number (incl. area code) 920.475.7273	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address: Legal Description: 137 Superior St De Pere WI 54155 / Elementary - Middle School	Parcel Number(s):
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SECTION 4: Variance Information

Section of De Pere Code which creates need for Variance:	
Ordinance Provision:	
Project Description:	W elev. 24" high halo-glow letters. S elev. 24"h halo-glow letters. E elev logo
Variance Requested:	Allow 2 sets of 24" halo glow letters along with 1 set of exterior lit logo on East
Describe the exceptional circumstances or conditions that apply to your property and not to surrounding properties:	Site does have adequate space for free standing monument sign. Please see attached
Describe the hardship(s) that would result if the variance is not granted:	Illuminated signsge needed to adquatley identify building on 3 of 4 elevations
Describe how the variance would not have adverse effects on surrounding properties:	No -impact based on using halo-glo lighting

Attachment: Application Form (9734 : Consideration and possible action regarding a variance to permit a 50 square foot wall sign on the s)

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 Variance 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.

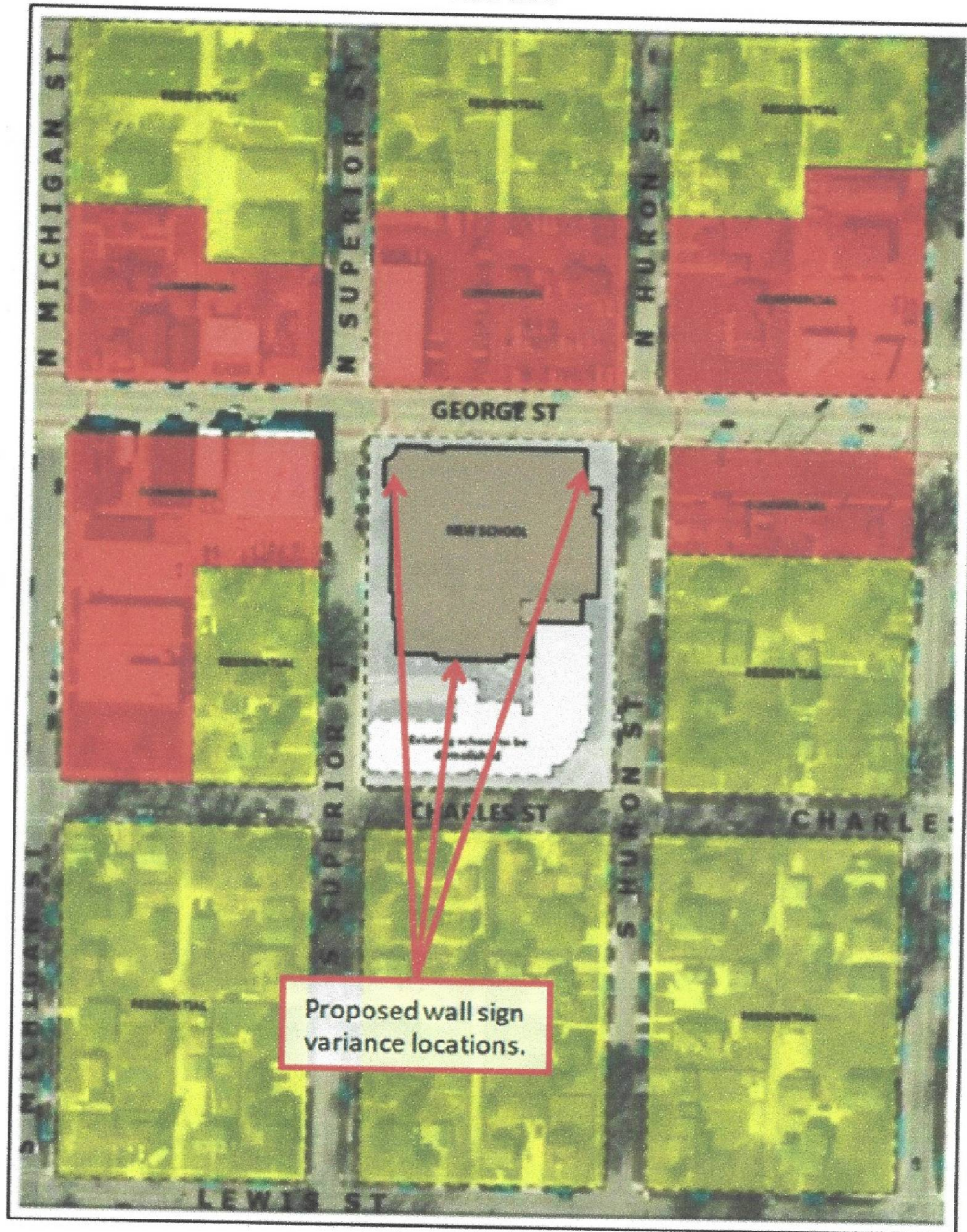
Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

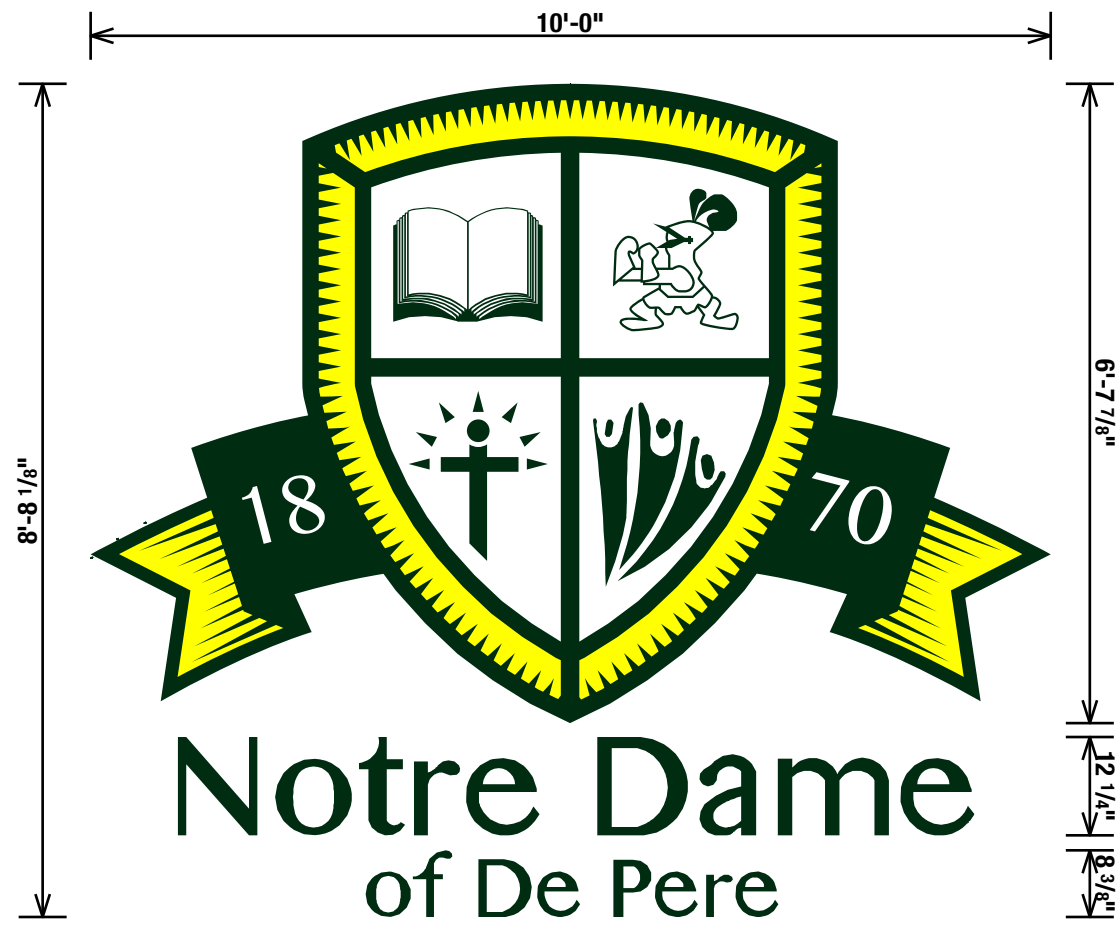
Name of Owner/Authorized Representative (please print) Scott Bertrand	Title Sales Manager	Phone Number 920.737.2354
Signature of Applicant		Date Signed June 1 2020

Maps and scaled drawings which help explain the request are strongly encouraged. Attach additional sheets if necessary.

Attachment: Application Form (9734 : Consideration and possible action regarding a variance to permit a 50 square foot wall sign on the s)

SITE MAP





PROPOSED AMC PANEL SIGN: 1/2" = 1'

SQUARE FOOTAGE:
10' X 8.68' = 86.8 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) ACM panel sign.
Sign to be digitally printed vinyl applied to
3mm ACM panel. Sign panel to be externally illuminated
with (2) 4' G2G LED Wall Washer 5 Series lamps.

Previously Approved



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE



(800) 514-1119 | elevate97.com

DESIGN #: 10318

PAGE: 1

CLIENT: NOTRE DAME SCHOOL
ADDRESS: DEPERE, WI
DATE: JANUARY 8TH, 2019
SCALE: 1/2" = 1'
A.C.: ERIN WOERFEL
DESIGNER: TK
REVISED BY: TK

DATE: 4/14/20

DESIGN STAGE

☒ CONCEPTUAL ☐ FINAL JOB #:

ITEMS NEEDED PRIOR TO FABRICATION

- ☐ FIELD SURVEY / MEASUREMENTS REQUIRED
☒ ELECTRONIC FILE OF LOGO REQUIRED
☒ COLORS TO BE DETERMINED

APPROVALS

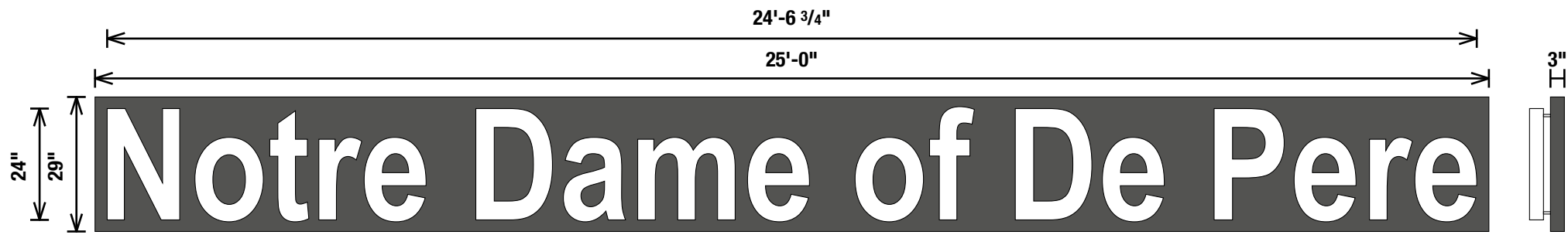
WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.

CLIENT SIGNATURE:

© COPYRIGHT 2019 BY ELEVATE97

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DATE:



PROPSOED WIREWAY MOUNTED HALO LIT CHANNEL LETTERS: 3/8" = 1'

SQUARE FOOTAGE:
2' X 24.56' = 49.12 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) set of halo lit channel letters. Channel letter faces and returns to be of aluminum construction. Channel letters backs to be clear ploycarbonate. Channel letters to be internally illuminated with high output LEDs. Channel letters to mount to aluminum wireway.

- COLOR SCHEDULE:
- ☐ Letter Faces & Returns: Painted White
 - ☒ Wireway: Painted to Match Building

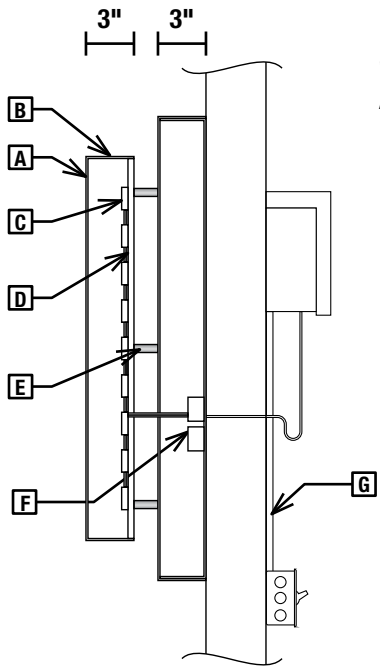
Preferred Option



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



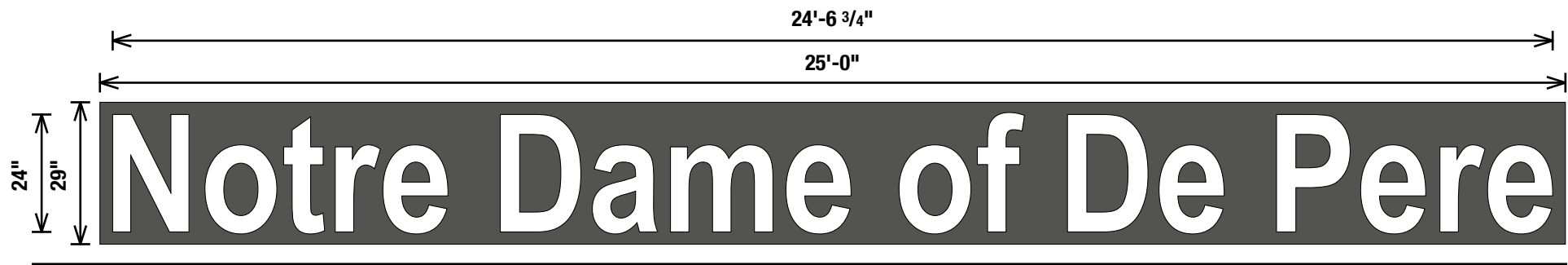
PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE



- SPECIFICATIONS:
- A: Letter faces of .125" Aluminum
 - B: Letter returns of .080" Aluminum
 - C: Sloan LED's (White)
 - D: 3/16" Clear Polycarbonate
 - E: 1 1/2" Stand-Offs
 - F: Low voltage wiring from LEDs to power pack in raceway
 - G: Primary wiring to LED power packs
 - H: Aluminum Wireway

DETAILS: 1" = 1'

 Colortech + K H R O M E (800) 514-1119 elevate97.com	DESIGN #: 10318	PAGE: 3	DESIGN STAGE	APPROVALS	© COPYRIGHT 2019 BY ELEVATE97
	CLIENT: NOTRE DAME SCHOOL ADDRESS: DEPERE, WI DATE: JANUARY 8TH, 2019 SCALE: 3/8" = 1' A.C.: ERIN WOERFEL DESIGNER: TK REVISED BY: TK		☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
		DATE: 5/20/20	ITEMS NEEDED PRIOR TO FABRICATION ☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☐ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:

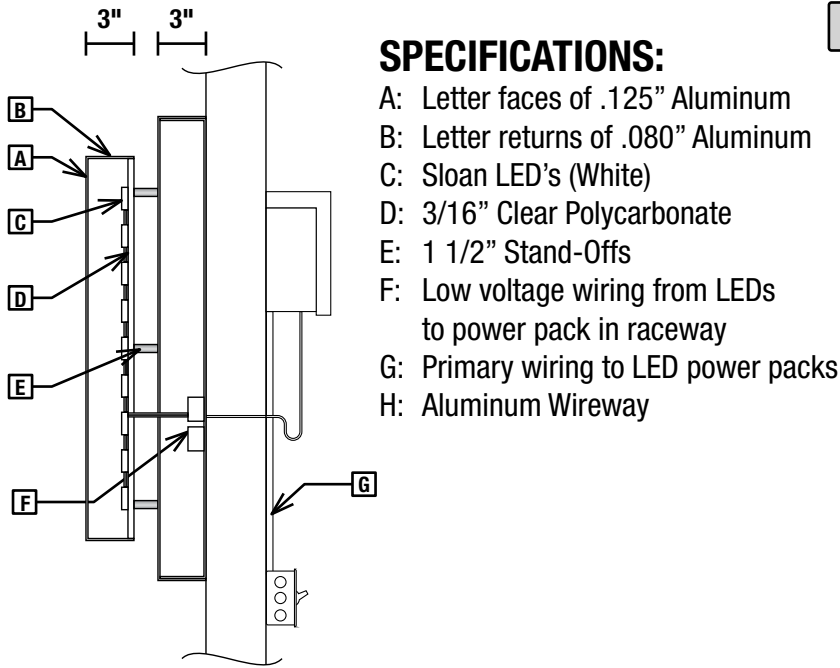


PROPSOED WIREWAY MOUNTED HALO LIT CHANNEL LETTERS: 3/8" = 1'

SQUARE FOOTAGE:
2' X 24.56' = 49.12 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) set of halo lit channel letters.
Channel letter faces and returns to be of aluminum construction.
Channel letters backs to be clear ploycarbonate. Channel letters to be internally illuminated with high output LEDs. Channel letters to mount to aluminum wireway.

COLOR SCHEDULE:
☐ Letter Faces & Returns: Painted White
☒ Wireway: Painted to Match Building



DETAILS: 1" = 1'



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE

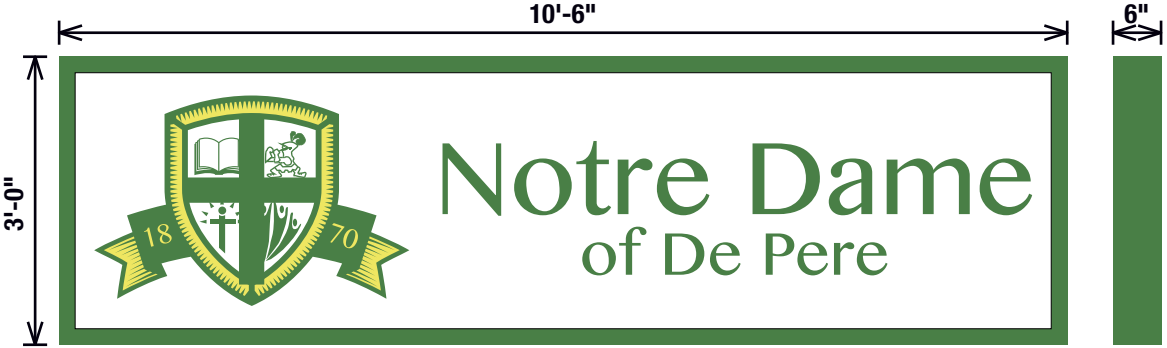


PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

Previously Approved

Total Cumulative Square Footge of All Campus Signs 185.04 Sq. Ft.

 Colortech + K H R O M E (800) 514-1119 elevate97.com	DESIGN #: 10318	PAGE: 5	DESIGN STAGE	APPROVALS	© COPYRIGHT 2019 BY ELEVATE97
	CLIENT: NOTRE DAME SCHOOL ADDRESS: DEPERE, WI DATE: JANUARY 8TH, 2019 SCALE: 1/2" = 1' A.C.: ERIN WOERFEL DESIGNER: TK REVISED BY: TK		☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
			ITEMS NEEDED PRIOR TO FABRICATION ☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☐ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:



PROPSOED S/FFACE LIT SIGN CABINET: 1/2" = 1'

SQUARE FOOTAGE:
10.5' X 3' = 31.5 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) single faced, internally illuminateddd sign cabinet.
Sign cabinet to be constructed out of aluminum extrusion. Sign face to be white polycarbonate with translucent vinyl overlays applied first surface. Sign to be internally illuminated with white LEDs.



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE

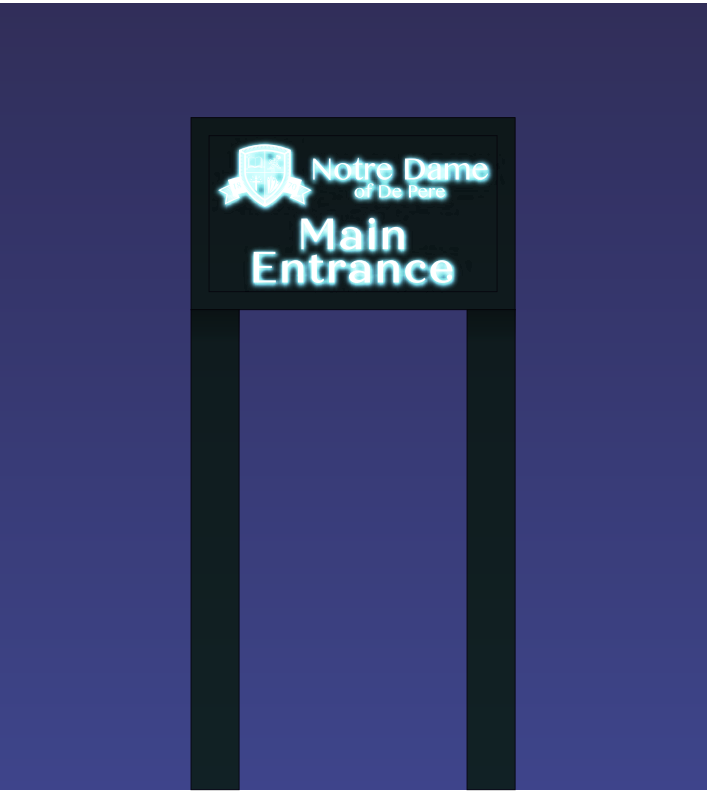


PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

 Colortech + K H R O M E (800) 514-1119 elevate97.com	DESIGN #: 10318	PAGE: 4	DESIGN STAGE	APPROVALS	© COPYRIGHT 2019 BY ELEVATE97
	CLIENT: NOTRE DAME SCHOOL ADDRESS: DEPERE, WI DATE: JANUARY 8TH, 2019 SCALE: 1/2" = 1' A.C.: ERIN WOERFEL DESIGNER: TK REVISED BY: TK		☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
		DATE: 5/20/20	ITEMS NEEDED PRIOR TO FABRICATION ☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☐ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:



PROPOSED S/F DIRECTIONAL SIGNS: 1" = 1'



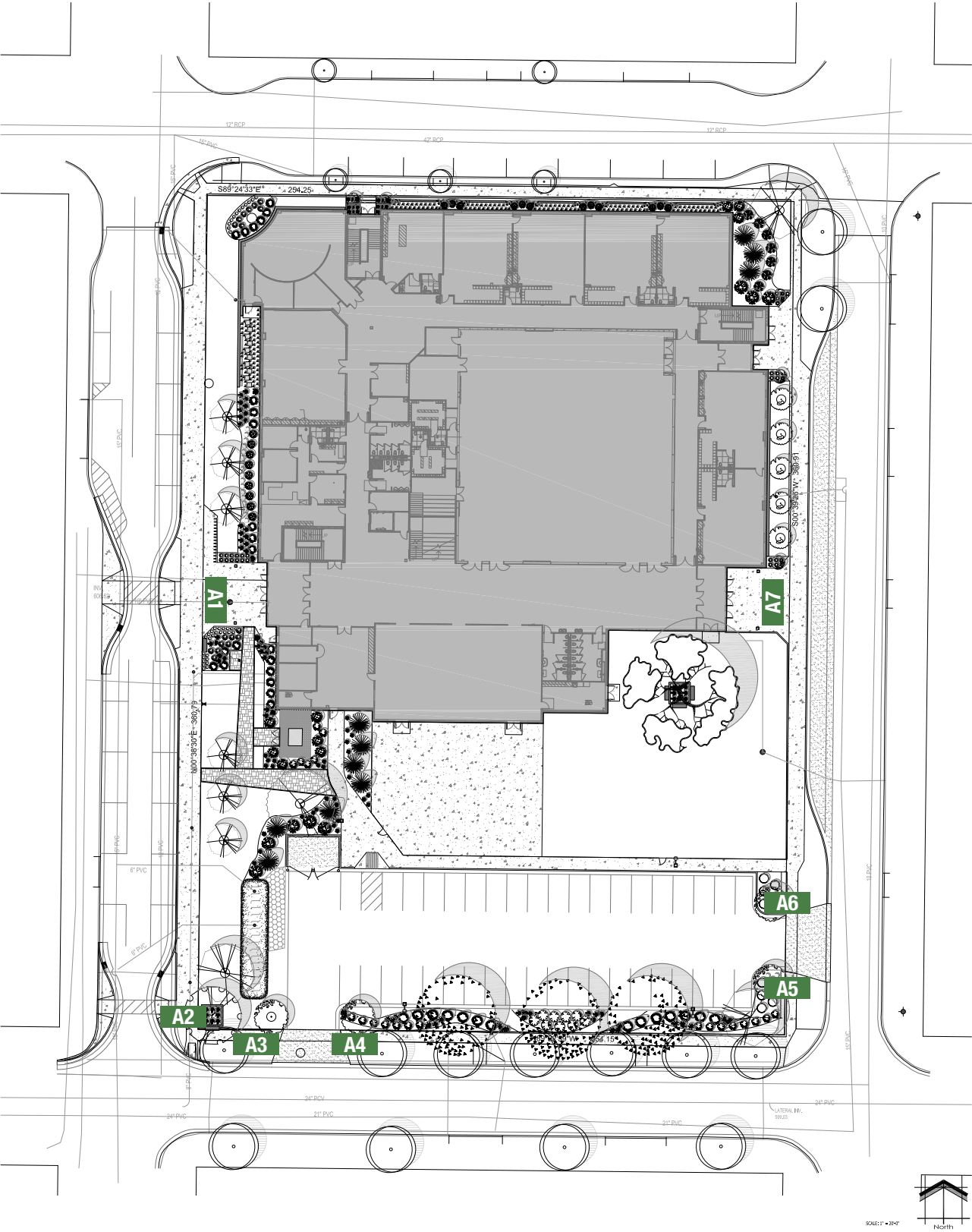
NIGHT VIEW: NOT TO SCALE

DESCRIPTION:
Manufacture and install (7) single faced, internally illuminated directional signs. Signs to be constructed out of 2" X 2" aluminum wube with aluminum caldding. Sign faces to be white polycarbonate with opaque vinyl overlays applied first surface. Sign to be internally illuminated with white LEDs.

SQUARE FOOTAGE:
Allowable Square Footage: 3 Sq. Ft.
Proposed Square Footage: 2.25' X 1.33' = 2.9925 Sq. Ft.

Alternate Option

 Colortech + K H R O M E (800) 514-1119 elevate97.com	DESIGN #: 10773	PAGE: 6	DESIGN STAGE	APPROVALS	©COPYRIGHT 2020 BY ELEVATE97
	CLIENT: NOTRE DAME OF DE PERE ADDRESS: DE PERE, WI DATE: MAY 13TH, 2020 SCALE: 1" = 1' A.C.: ERIN WOERFUL DESIGNER: TK REVISED BY: TK	DATE: 5/26/20	☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
			ITEMS NEEDED PRIOR TO FABRICATION		
			☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☐ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:



(800) 514-1119 | elevate97.com

DESIGN #: 10773

PAGE: 7

CLIENT: NOTRE DAME OF DE PERE
ADDRESS: DE PERE, WI
DATE: MAY 13TH, 2020
SCALE: NOT TO SCALE
A.C.: ERIN WOERFUL
DESIGNER: TK
REVISED BY: TK

DATE: 5/26/20

DESIGN STAGE

☒ CONCEPTUAL ☐ FINAL JOB #:

ITEMS NEEDED PRIOR TO FABRICATION

- ☐ FIELD SURVEY / MEASUREMENTS REQUIRED
- ☐ ELECTRONIC FILE OF LOGO REQUIRED
- ☒ COLORS TO BE DETERMINED

APPROVALS

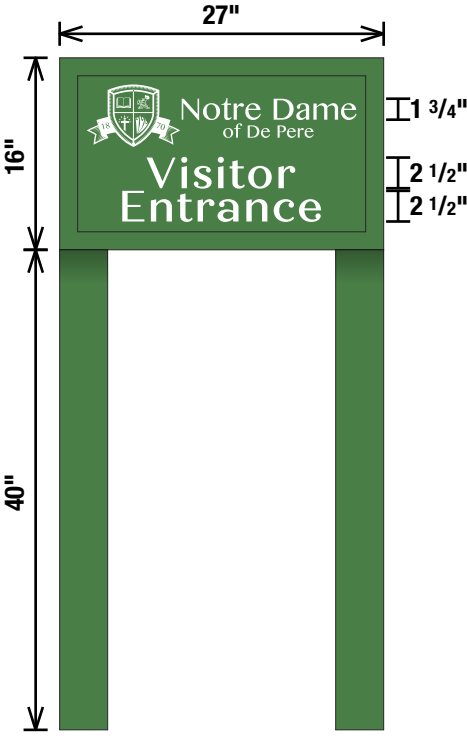
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CLIENT SIGNATURE:

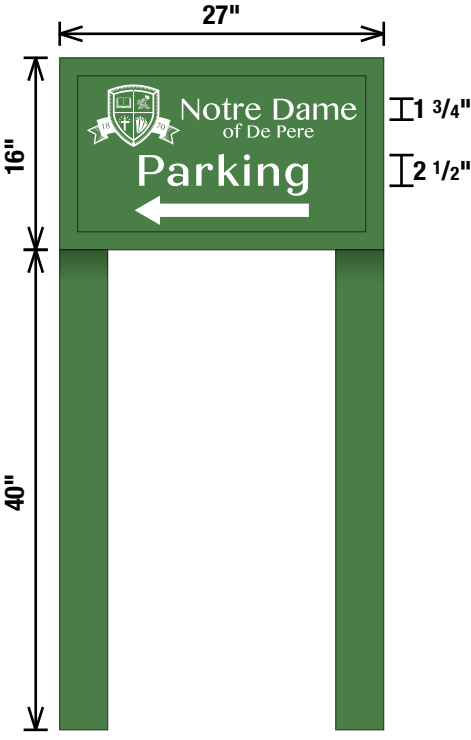
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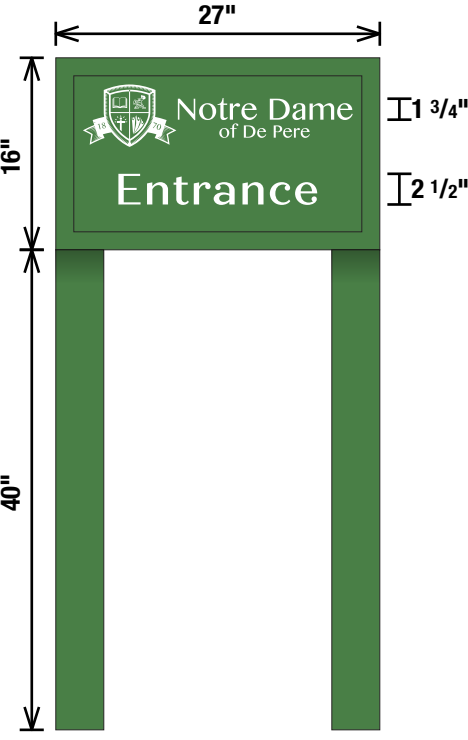
DATE:



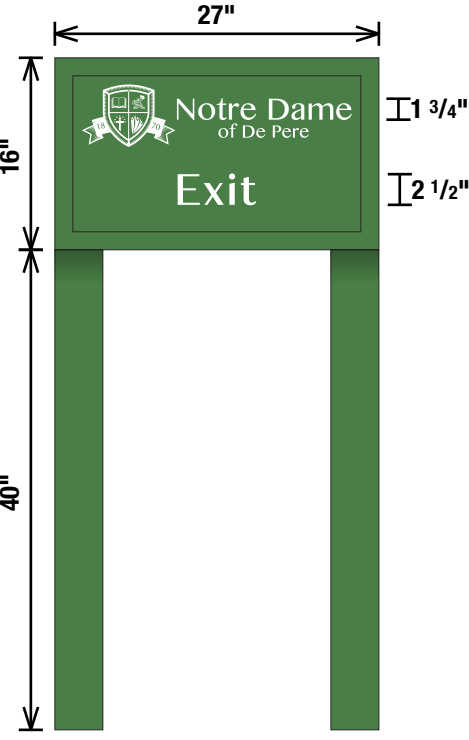
Sign A1: 3/4" = 1'



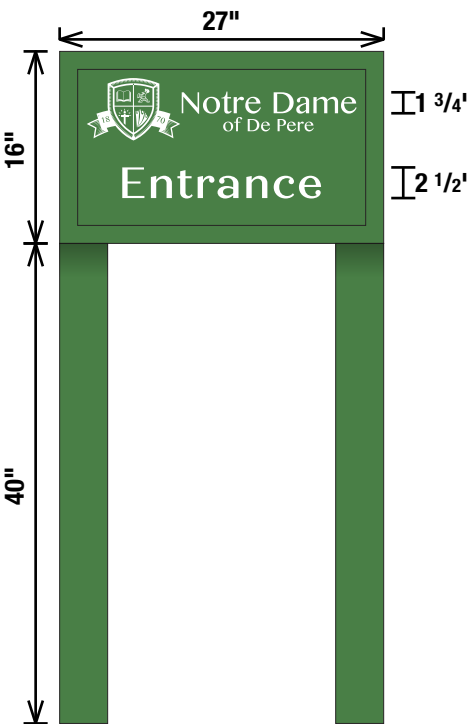
Sign A2: 3/4" = 1'



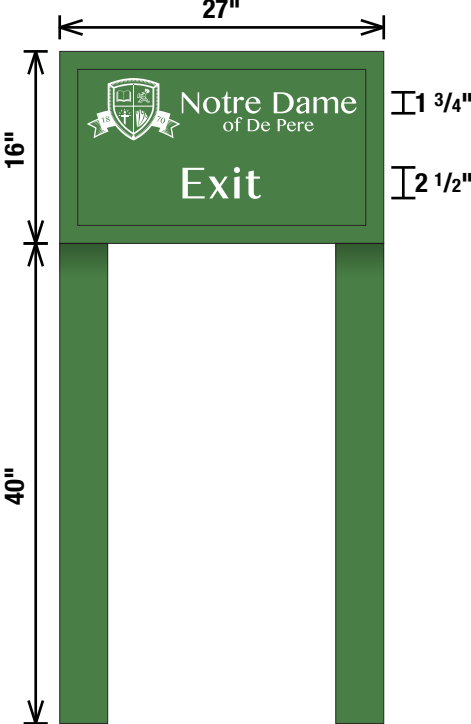
Sign A3: 3/4" = 1'



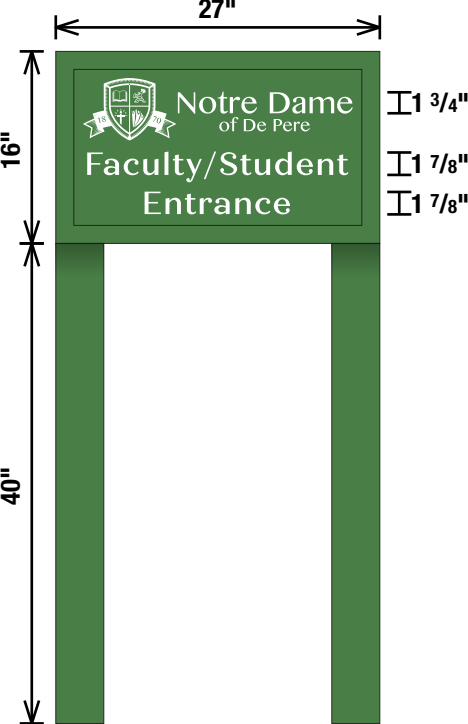
Sign A4: 3/4" = 1'



Sign A5: 3/4" = 1'



Sign A6: 3/4" = 1'



Sign A7: 3/4" = 1'

LETTER VISIBILITY CHART		
Letter Height	Best Readable Distance	Maxiumum Readable Distance
3"	30'	100'
4"	40'	150'
6"	60'	200'
8"	80'	350'
9"	90'	400'
10"	100'	450'
12"	120'	525'
15"	150'	630'
18"	180'	750'
24"	240'	1000'
30"	300'	1250'
36"	360'	1500'
42"	420'	1750'
48"	480'	2000'
54"	540'	2250'
60"	600'	2500'



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DESIGN #: 10773

PAGE: 8

CLIENT: NOTRE DAME OF DE PERE
ADDRESS: DE PERE, WI
DATE: MAY 13TH, 2020
SCALE: 3/4" = 1'
A.C.: ERIN WOERFUL
DESIGNER: TK
REVISED BY: TK

DATE: 5/26/20

DESIGN STAGE

☒ CONCEPTUAL ☐ FINAL JOB #:

ITEMS NEEDED PRIOR TO FABRICATION

- ☐ FIELD SURVEY / MEASUREMENTS REQUIRED
☐ ELECTRONIC FILE OF LOGO REQUIRED
☒ COLORS TO BE DETERMINED

APPROVALS

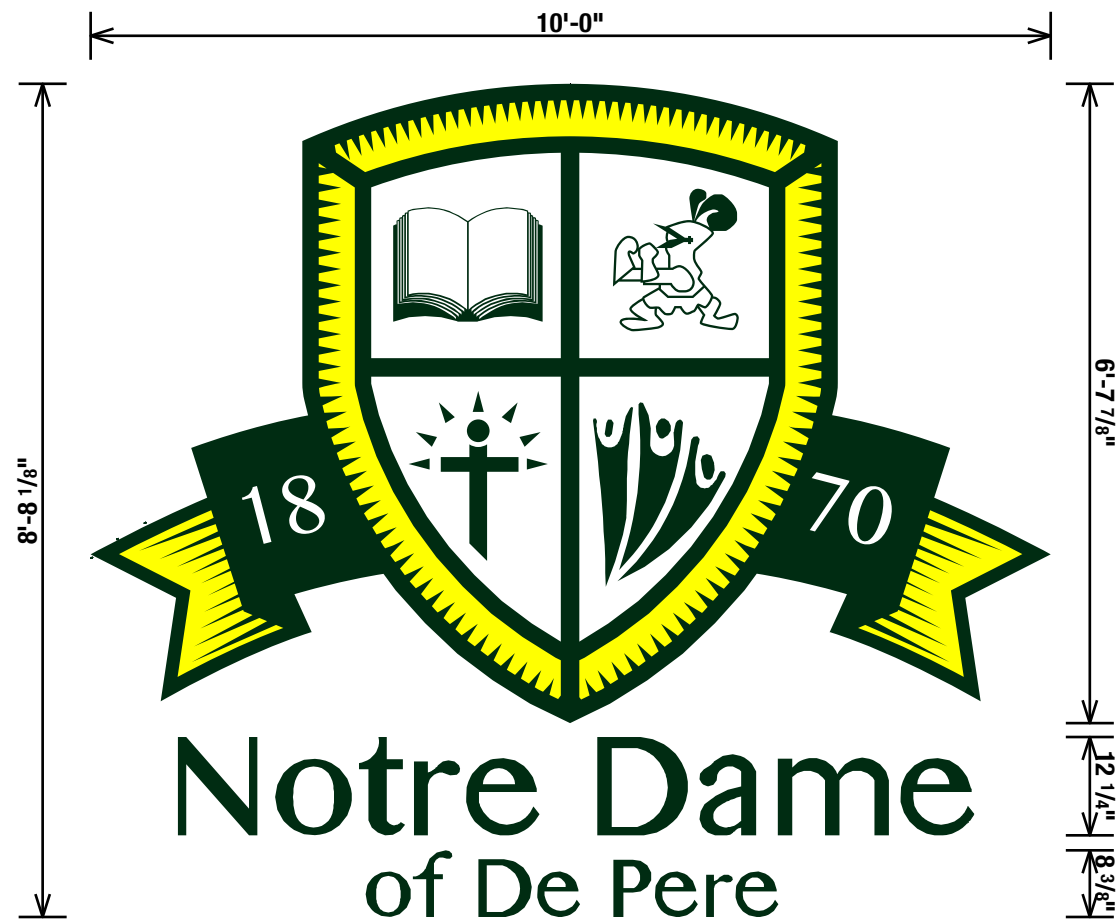
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DATE:



PROPOSED AMC PANEL SIGN: 1/2" = 1'

SQUARE FOOTAGE:
10' X 8.68' = 86.8 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) ACM panel sign.
Sign to be digitally printed vinyl applied to
3mm ACM panel. Sign panel to be externally illuminated
with (2) 4' G2G LED Wall Washer 5 Series lamps.

Previously Approved



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE



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DESIGN #: 10318

PAGE: 1

CLIENT: NOTRE DAME SCHOOL
ADDRESS: DEPERE, WI
DATE: JANUARY 8TH, 2019
SCALE: 1/2" = 1'
A.C.: ERIN WOERFEL
DESIGNER: TK
REVISED BY: TK

DATE: 4/14/20

DESIGN STAGE

☒ CONCEPTUAL ☐ FINAL JOB #:

ITEMS NEEDED PRIOR TO FABRICATION

- ☐ FIELD SURVEY / MEASUREMENTS REQUIRED
- ☒ ELECTRONIC FILE OF LOGO REQUIRED
- ☒ COLORS TO BE DETERMINED

APPROVALS

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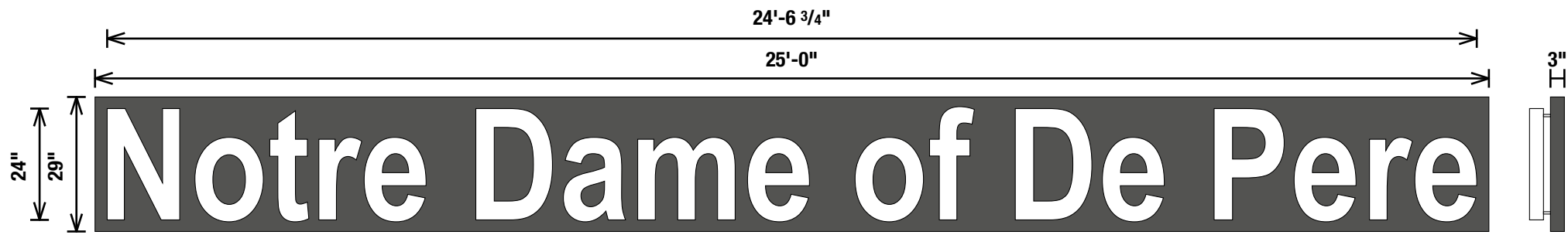
DATE:



Previously Approved

Electrical Acces: Not to Scale

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	CLIENT: NOTRE DAME SCHOOL ADDRESS: DEPERE, WI DATE: JANUARY 8TH, 2019 SCALE: NOT TO SCALE A.C.: ERIN WOERFEL DESIGNER: TK REVISED BY: TK	DATE: 4/14/20	☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
			ITEMS NEEDED PRIOR TO FABRICATION ☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☒ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:



PROPSOED WIREWAY MOUNTED HALO LIT CHANNEL LETTERS: 3/8" = 1'

SQUARE FOOTAGE:
2' X 24.56' = 49.12 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) set of halo lit channel letters. Channel letter faces and returns to be of aluminum construction. Channel letters backs to be clear ploycarbonate. Channel letters to be internally illuminated with high output LEDs. Channel letters to mount to aluminum wireway.

COLOR SCHEDULE:
☐ Letter Faces & Returns: Painted White
☒ Wireway: Painted to Match Building

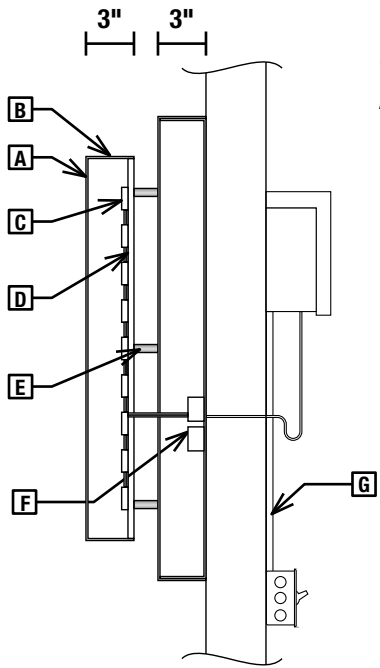
Preferred Option



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE

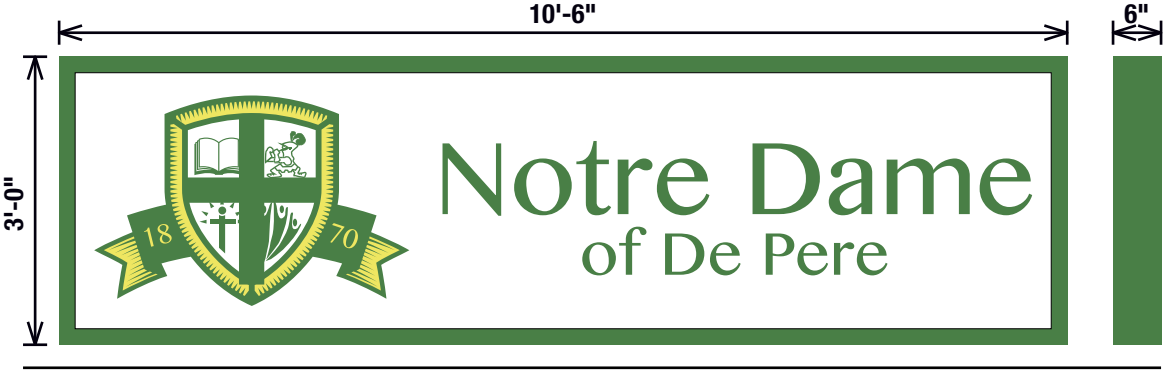


PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE



DETAILS: 1" = 1'

- SPECIFICATIONS:**
- A: Letter faces of .125" Aluminum
 - B: Letter returns of .080" Aluminum
 - C: Sloan LED's (White)
 - D: 3/16" Clear Polycarbonate
 - E: 1 1/2" Stand-Offs
 - F: Low voltage wiring from LEDs to power pack in raceway
 - G: Primary wiring to LED power packs
 - H: Aluminum Wireway



PROPSOED S/FFACE LIT SIGN CABINET: 1/2" = 1'

SQUARE FOOTAGE:
10.5' X 3' = 31.5 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) single faced, internally illuminateddd sign cabinet.
Sign cabinet to be constructed out of aluminum extrusion. Sign face to be white polycarbonate with translucent vinyl overlays applied first surface. Sign to be internally illuminated with white LEDs.

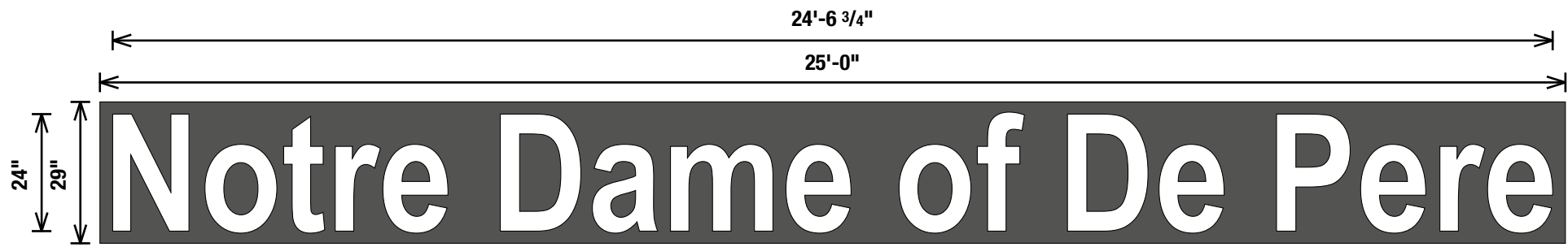


PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

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	CLIENT: NOTRE DAME SCHOOL ADDRESS: DEPERE, WI DATE: JANUARY 8TH, 2019 SCALE: 1/2" = 1' A.C.: ERIN WOERFEL DESIGNER: TK REVISED BY: TK		☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
		DATE: 6/5/20	ITEMS NEEDED PRIOR TO FABRICATION ☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☐ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:

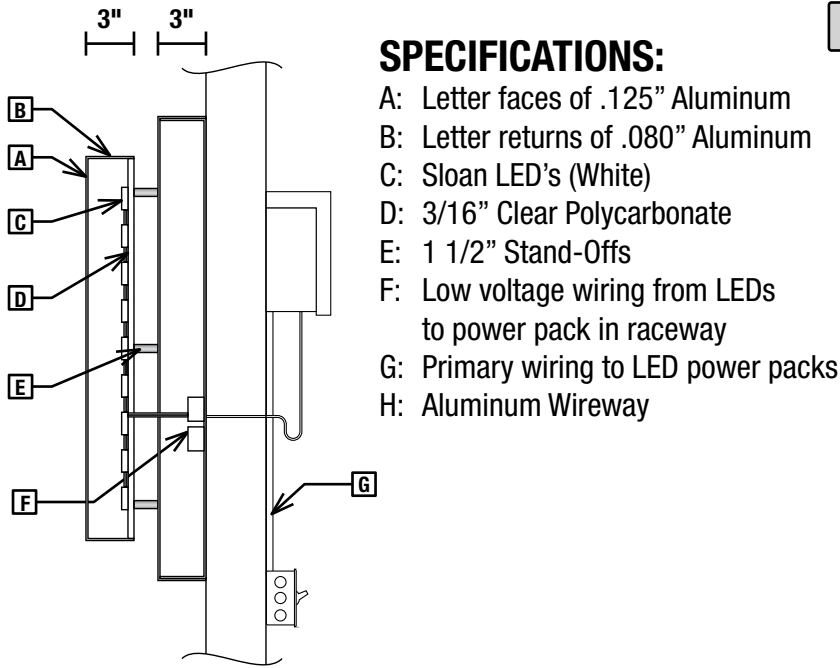


PROPSOED WIREWAY MOUNTED HALO LIT CHANNEL LETTERS: 3/8" = 1'

SQUARE FOOTAGE:
2' X 24.56' = 49.12 Sq. Ft.

DESCRIPTION:
Manufacture and install (1) set of halo lit channel letters.
Channel letter faces and returns to be of aluminum construction.
Channel letters backs to be clear ploycarbonate. Channel letters to be internally illuminated with high output LEDs. Channel letters to mount to aluminum wireway.

COLOR SCHEDULE:
☐ Letter Faces & Returns: Painted White
☒ Wireway: Painted to Match Building



DETAILS: 1" = 1'



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

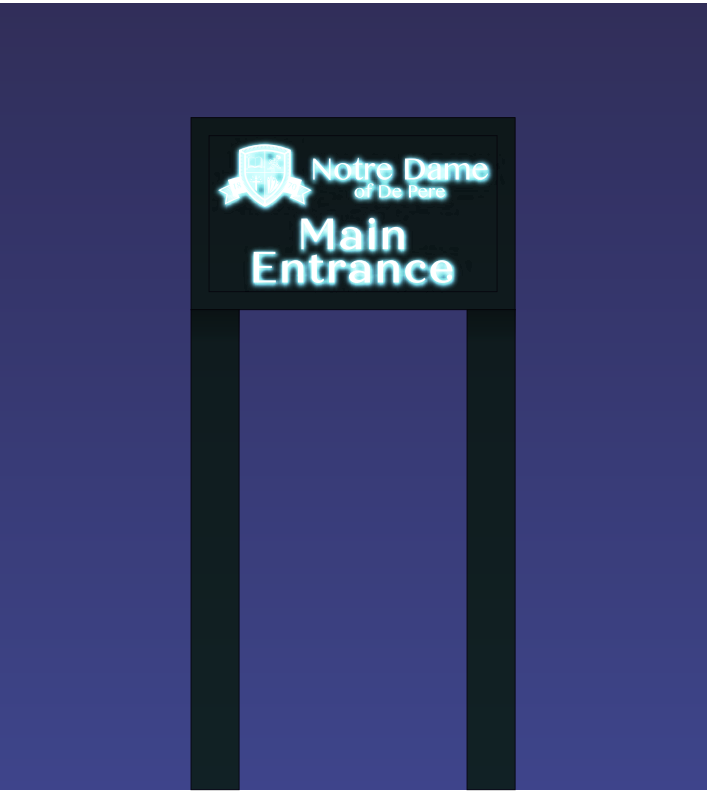
Previously Approved

Total Cumulative Square Footge of All Campus Signs 185.04 Sq. Ft.

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	CLIENT: NOTRE DAME SCHOOL ADDRESS: DEPERE, WI DATE: JANUARY 8TH, 2019 SCALE: 1/2" = 1' A.C.: ERIN WOERFEL DESIGNER: TK REVISED BY: TK		☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
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PROPOSED S/F DIRECTIONAL SIGNS: 1" = 1'



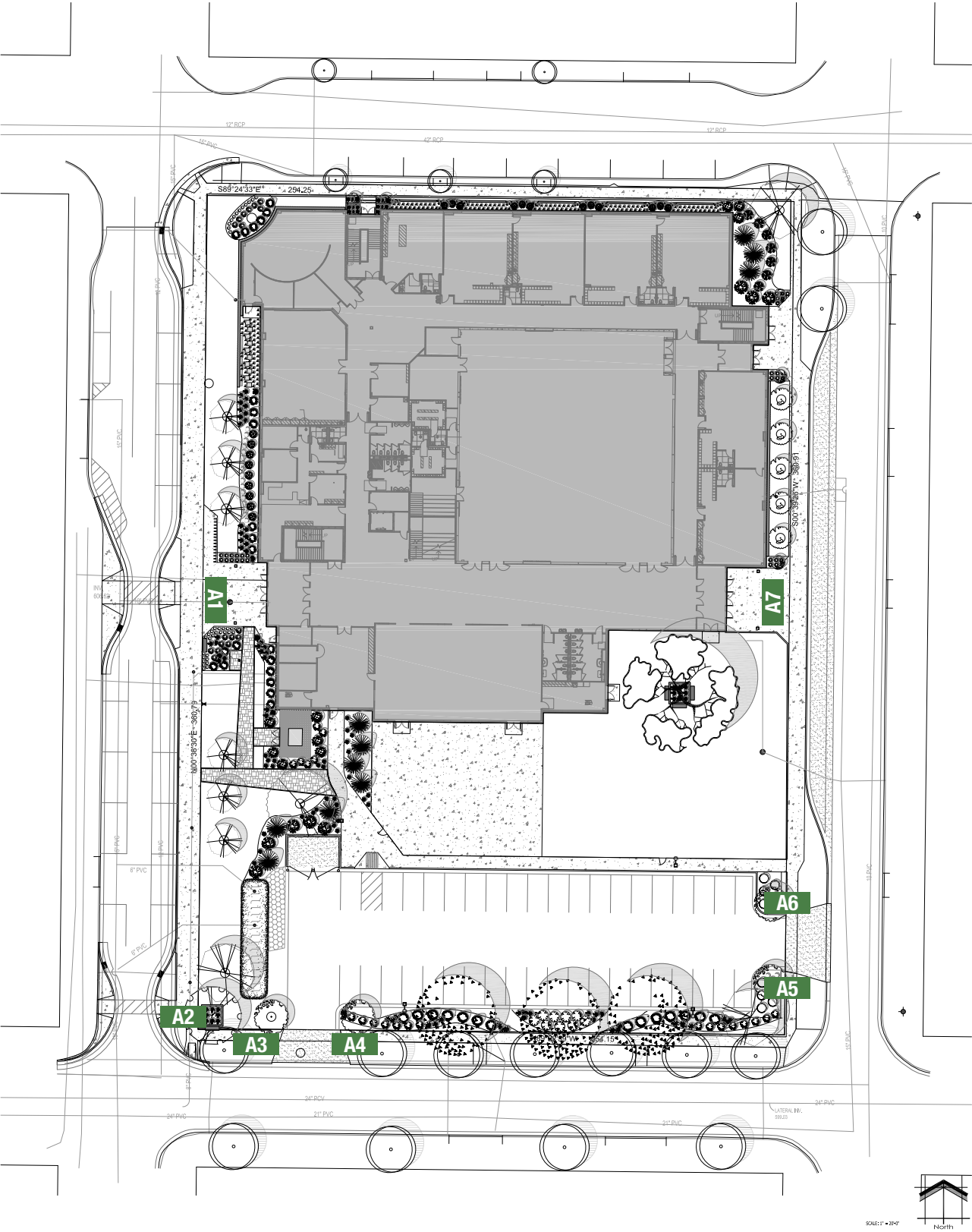
NIGHT VIEW: NOT TO SCALE

DESCRIPTION:
Manufacture and install (7) single faced, internally illuminated directional signs. Signs to be constructed out of 2" X 2" aluminum wube with aluminum caldding. Sign faces to be white polycarbonate with opaque vinyl overlays applied first surface. Sign to be internally illuminated with white LEDs.

SQUARE FOOTAGE:
Allowable Square Footage: 3 Sq. Ft.
Proposed Square Footage: 2.25' X 1.33' = 2.9925 Sq. Ft.

Alternate Option

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	CLIENT: NOTRE DAME OF DE PERE ADDRESS: DE PERE, WI DATE: MAY 13TH, 2020 SCALE: 1" = 1' A.C.: ERIN WOERFUL DESIGNER: TK REVISED BY: TK	DATE: 5/26/20	☒ CONCEPTUAL ☐ FINAL JOB #:	WITH APPROVAL OF THIS DESIGN I HEREBY GIVE ELEVATE97 PERMISSION TO BEGIN PRODUCTION ON THE SIGNAGE ILLUSTRATED. I AGREE THAT ALL SPECIFICATIONS, SPELLING, COLORS AND ELEVATIONS LISTED ARE CORRECT AND APPROVED. ANY CHANGES MADE AFTER PRODUCTION HAS STARTED WILL RESULT IN ADDITIONAL CHARGES.	THE SUBMITTED DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH OR MODIFY, DIRECTLY OR INDIRECTLY, ANY OF THE MATERIALS HELD BY YOU, NOR WILL ANY THIRD PARTY DO ANY OF THE FOREGOING WITHOUT WRITTEN CONSENT OF ELEVATE97 UNLESS PURCHASED BY PAYMENT. ANY VIOLATION SHALL CONSTITUTE A CHARGE OF INCURRED CONCEPTUAL/PRODUCTION EXPENSES.
			ITEMS NEEDED PRIOR TO FABRICATION		
			☐ FIELD SURVEY / MEASUREMENTS REQUIRED ☐ ELECTRONIC FILE OF LOGO REQUIRED ☒ COLORS TO BE DETERMINED	CLIENT SIGNATURE:	DATE:



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DESIGN #: 10773

PAGE: 7

CLIENT: NOTRE DAME OF DE PERE
ADDRESS: DE PERE, WI
DATE: MAY 13TH, 2020
SCALE: NOT TO SCALE
A.C.: ERIN WOERFUL
DESIGNER: TK
REVISED BY: TK

DATE: 5/26/20

DESIGN STAGE

☒ CONCEPTUAL ☐ FINAL JOB #:

ITEMS NEEDED PRIOR TO FABRICATION

- ☐ FIELD SURVEY / MEASUREMENTS REQUIRED
- ☐ ELECTRONIC FILE OF LOGO REQUIRED
- ☒ COLORS TO BE DETERMINED

APPROVALS

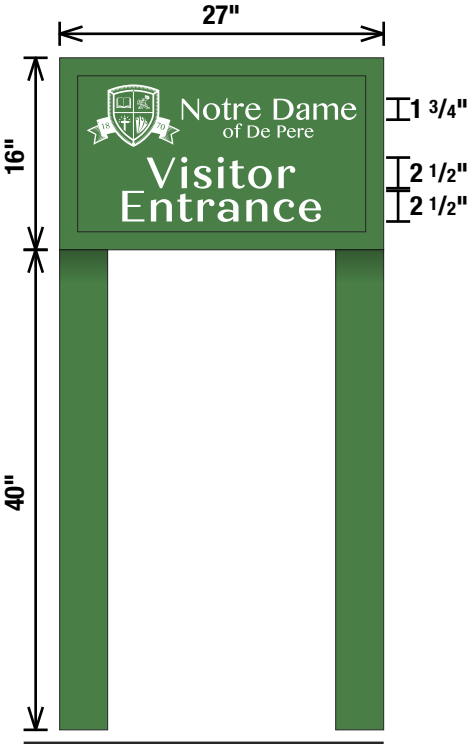
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CLIENT SIGNATURE:

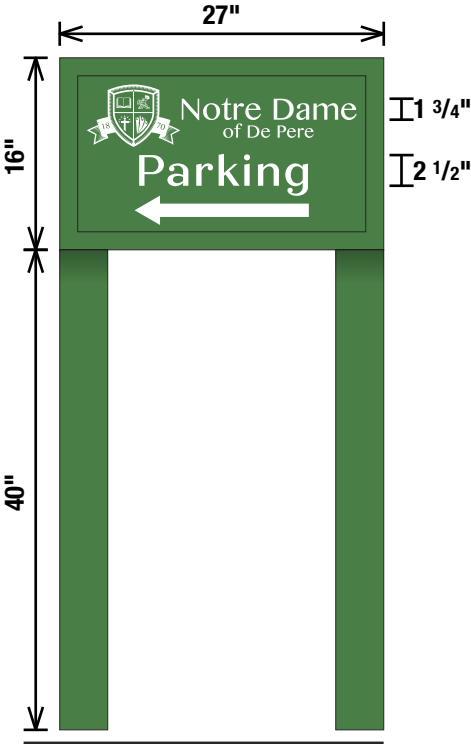
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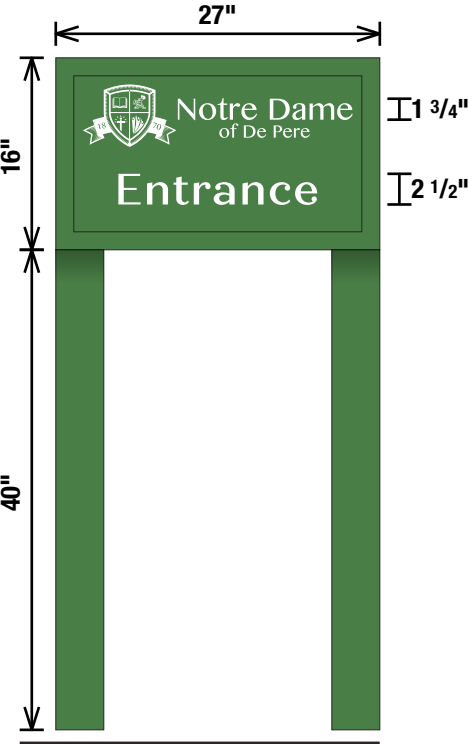
DATE:



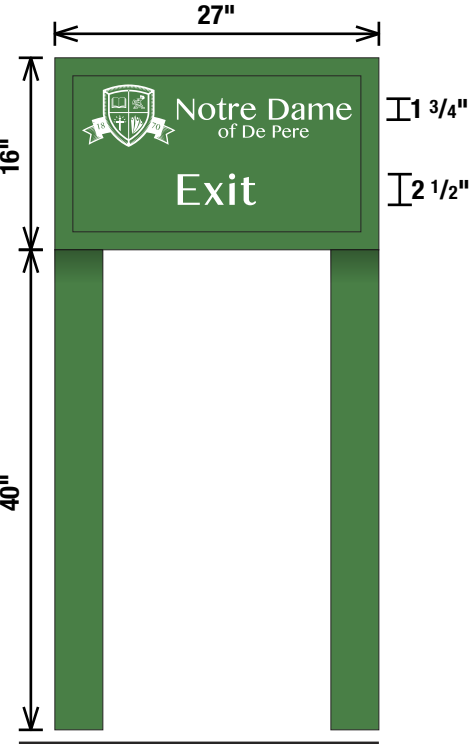
Sign A1: 3/4" = 1'



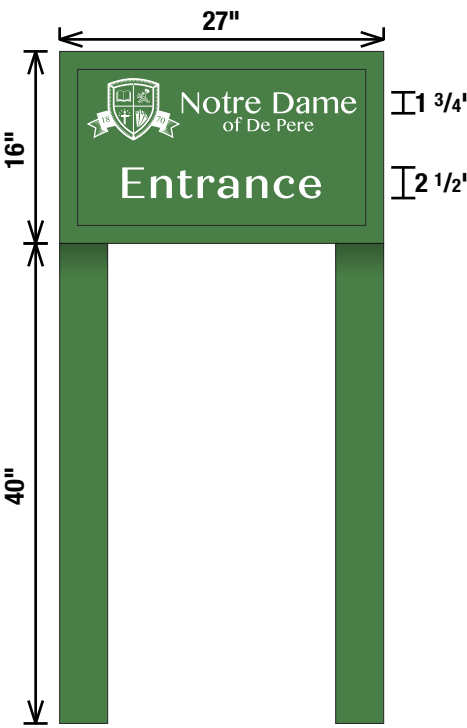
Sign A2: 3/4" = 1'



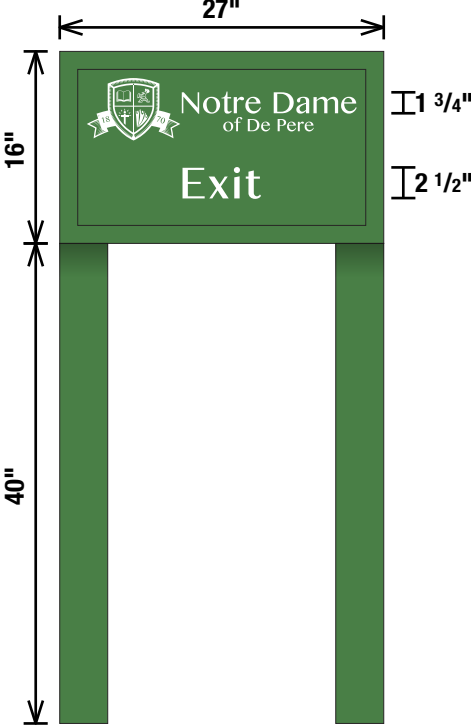
Sign A3: 3/4" = 1'



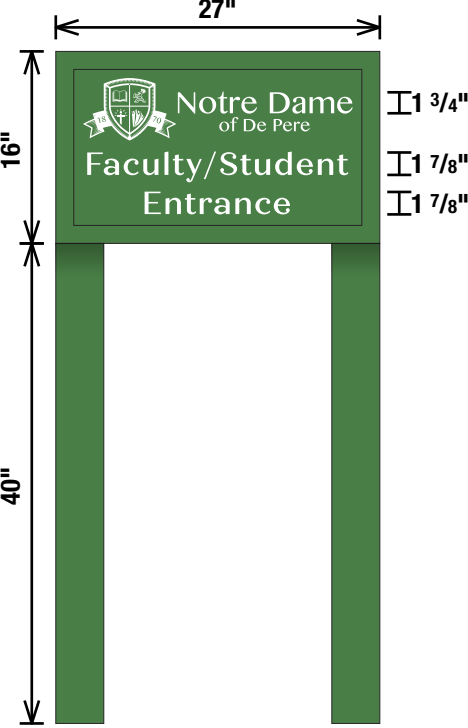
Sign A4: 3/4" = 1'



Sign A5: 3/4" = 1'



Sign A6: 3/4" = 1'



Sign A7: 3/4" = 1'

LETTER VISIBILITY CHART		
Letter Height	Best Readable Distance	Maxiumum Readable Distance
3"	30'	100'
4"	40'	150'
6"	60'	200'
8"	80'	350'
9"	90'	400'
10"	100'	450'
12"	120'	525'
15"	150'	630'
18"	180'	750'
24"	240'	1000'
30"	300'	1250'
36"	360'	1500'
42"	420'	1750'
48"	480'	2000'
54"	540'	2250'
60"	600'	2500'



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DESIGN #: 10773

PAGE: 8

CLIENT: NOTRE DAME OF DE PERE
ADDRESS: DE PERE, WI
DATE: MAY 13TH, 2020
SCALE: 3/4" = 1'
A.C.: ERIN WOERFUL
DESIGNER: TK
REVISED BY: TK

DATE: 5/26/20

DESIGN STAGE

☒ CONCEPTUAL ☐ FINAL JOB #:

ITEMS NEEDED PRIOR TO FABRICATION

- ☐ FIELD SURVEY / MEASUREMENTS REQUIRED
☐ ELECTRONIC FILE OF LOGO REQUIRED
☒ COLORS TO BE DETERMINED

APPROVALS

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DATE:

From: 1marvwall@gmail.com [mailto:1marvwall@gmail.com]
Sent: Monday, June 15, 2020 1:59 PM
To: Peter Schleinz
Subject: RE: Updated Separated Decks for Notre Dame

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Peter,

Would be interested in your thoughts, but I thought both.

The 2nd shows we've been trying to find a way to get it done without the variance but still option 1 is still a better option.

Will you be including the text from my email this morning also:

Our request for wall signage is a total of 150 Sq ft. One on Superior and Huron that will help visitors coming from George Street in either direction and one on the South side of the building that will be visible from either parking entrance to the South.

Per the regulations we are allotted a monument and wall sign for each façade facing a street. Monument signs are allowed at 50 Sq ft per side so a total of 100 sq ft and wall sign of 32 sq ft or 132 sq ft per facade. So for all four sides the total allowed would be 528 sq ft. Our total requested signage is modest in comparison to what is allowed.

Due to the placement of the building on the parcel, monument signs are not practical and wall signs are more effective.

These three signs will allow school families and visitors the ability to safely identify our building from every direction that they will approach the building.

Also, if the south facing sign is not allowed as requested we will need additional way finding signage compared to a single wall sign.

Finally a 32 sq ft wall sign would need to be internally lit which is not desirable by the school, neighbors and the city. Our 50 sq ft sign is backlit and much more readable from the entrance points to the parking lot.

Thanks,
 Marv

Attachment: Email Attachment - Requested by Marv Wall (9734 : Consideration and possible action regarding a variance to permit a 50 square

- Item 9: Staff recommendation and possible action regarding a variance to permit three wall signs on the Notre Dame School in the R-2 District at 137 S Superior ST (Parcel ED-1033).

SITE MAP



REQUESTED ACTION: Sign Variance Request.

Three wall-mounted signs for a school in the R-2 District:

1. A halo lit (backlit) wall sign on the south façade, facing R-2 residential.
2. A halo lit (backlit) wall sign on the west façade, facing B-1 business.
3. An externally lit wall sign on the east façade, facing B-1 business.

COMMON DESCRIPTION: 137 S Superior ST, located between George ST and Charles ST.

PARCEL NUMBER(S):	ED-1033	
EXISTING ZONING:	R-2 (Single and Two-Family Residential District) with a Planned Development District overlay.	
	<i>Schools are permitted in the R-2 District.</i>	
SURROUNDING LAND USES:	North (across George) – Auto Display/Sales (B-1 and B-3) East (across Huron) – Business & Single Family homes (B-1 and R-2) South (across Charles) – Single Family homes (R-2) West (Across Superior) – Business & Single Family homes (B-1 and R-2)	
COMPREHENSIVE PLAN:	Institutional/Governmental Facilities	
APPLICANT / OWNER:	Scott Bertrand, Project Manager Authorized representative Elevate97 1085 Parkview RD Green Bay, WI 54304	Notre Dame Catholic School of De Pere Property Owner ATTN: Marv Wall 4805 Sportsman DR De Pere, WI 54115
SITE HISTORY:	Notre Dame Elementary School operated on the subject City block (sometimes referred to as the St. Mary Catholic School). The building was constructed in 1952 with an addition in 1960. The 2017 intensive survey reviewed this property, which currently does not have local, state, or national designation as a historic building. On May 14, 2019, the Mulva family announced plans to help fund the redevelopment of the Notre Dame Elementary and Middle Schools into one school on the project site. The facility is under construction with intentions of opening in time for the 2020-2021 school year. On June 24, 2019 and July 16, 2019, the Plan Commission and Common Council approved a Precise Implementation Plan (PIP), which allowed for the development of the school since it is in a unique urban and business location. At that time the need for signage was referenced but was not specifically included in the PIP. The unique situation of the building being designed to fit in a business district as well as a residential district with signage was also referenced with the need to meet code or potentially apply for variances. On April 16, 2020, the petitioner applied for a variance for three wall-mounted signs in the R-2 district, which requires a variance because a wall-mounted sign for a school must be accompanied by a ground-mounted sign.	
STAFF REVIEW:	In early April 2020, City Development Services staff denied the request for three wall-mounted signs in the R-2 District for the following reasons (in summary): • Per Municipal Code Section 98-13(c)(1), schools are permitted to have a wall sign in combination with a monument sign. The request proposed three wall signs with no monument sign. • When wall signs are permitted in residential districts for schools, only external or halo lit/back illumination is permitted, per Section 98-15(a). (Originally two of the three signs had internal illumination, which was	

- not permitted but later changed to halo for this variance request.
- The approved PIP referenced that signage must comply with the Sign Ordinance or sign variances must be successfully obtained.
-

Renderings from 2019 PIP Report Showing Proposed Wall Sign Locations



It was understood during the review of the PIP that the school site intentionally had an urban design, with tapered building heights and reduced setbacks, to better fit the transition from the business area to the residential neighborhood. The PIP did not identify the proposed use of a monument sign.

On April 16, 2020, the petitioner proposed the following three wall signs with the referenced criteria and a request to obtain a variance for the signage:

1. A proposed halo-lit 49+ SF wall sign with 24-inch lettering on the south wall of the school (facing Charles ST).
 - a. The wall sign was designed to comply with requirements for businesses in the adjacent B-1 Main Street Overlay District.
 - b. The use of a halo-lit was selected as indirect lighting would be sensitive to adjacent residential properties.
 - c. The nearest residential structure, to the west, is over 125 feet away from the sign.
 - d. The use of timers to turn school signs off in the evening should be considered by Plan Commission.
2. A proposed halo-lit 49+ SF wall sign with 24-inch lettering on the west wall of

- the school (facing S Superior ST, near George ST).
- The wall sign was designed to comply with requirements for businesses in the adjacent B-1 Main Street Overlay District.
 - The use of a halo-lit was selected as indirect lighting would be sensitive to nearby residential properties.
 - The nearest residential structure, to the southwest, is over 125 feet away from the sign.
 - The use of timers to turn school signs off in the evening should be considered by Plan Commission.
3. A proposed exterior lit 88+ SF wall sign with school logo and name on the east wall of the school (facing S Huron RD, near George ST).
- The wall sign appears to exceed the maximum 50 SF size, however, there are air spaces around the logo with no signage.
 - The remainder of the sign was designed to comply with requirements for businesses in the adjacent B-1 Main Street Overlay District.
 - The use of exterior lighting complies with the adjacent B-1 Main Street Overlay District.
 - The nearest residential structure, to the southwest, is over 125 feet away from the sign.
 - The use of timers to turn school signs off in the evening should be considered by Plan Commission.

Proposed New South Wall Sign (facing Charles ST)



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

Proposed New West Wall Sign (facing S Superior ST, near George ST)



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

Proposed New South East Wall Sign (facing S Huron ST, near George ST)



PROPOSED CONDITION (DAY VIEW): NOT TO SCALE



PROPOSED CONDITION (NIGHT VIEW): NOT TO SCALE

When reviewing a sign variance, the following five hardship criteria must adequately be addressed, per Municipal Code 14-27(3). The petitioner response to each criterion is listed in italics:

1. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience if the strict letter of the regulations were to be carried out.
 - *There are not specific physical characteristics of the property that lead to the need for a variance.*
2. The conditions upon which a petition for a variance are based are unique to the property for which the variance is sought and are not applicable, generally, to other property within the same zoning classifications.
 - *The school could have been designed with setbacks that allow for monument signs, however, the design was encouraged to fit the business setbacks and height, while fitting the residential setbacks and heights at the south end for a unique property building design but not a unique lot layout.*
3. The alleged difficulty or hardship is caused by this ordinance and has not been created by any person having an interest in the property.
 - *The Sign Code was written with an assumption that there is one obvious street frontage for schools in residential areas. The specific hardship, in this case, relates to a school that is designed in a residential/business area with street frontages on all four sides of a block. Building identification may be necessary on more than one street frontage. The Municipal Code is limited to one monument sign and one wall sign in a residential district does not accommodate this unique school development.*
4. The granting of the variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.
 - *The design of the signage was made to comply with adjacent B-1 District signage in the Main Street Overlay District. The use of halo-lit illumination for two of the signs minimizes lighting impacts on the residential neighborhood.*
5. The proposed variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.
 - *Light impacts are referenced in #4, above.*

Staff notified property owners within 100 feet of the variance request site. No

public comments were received at the time this report was written.

REVIEW PROCESS:

For sign variance applications, the Plan Commission reviews the variance and hardship criteria and makes a final decision. Sign variances are not reviewed by the Common Council. Project notification letters, with a web link to the Plan Commission agenda, were sent to property owners within 100 feet of the site boundary.

STAFF RECOMMENDATION:

Staff does not provide recommendations for variance requests. Rather, staff provides report information regarding potential Code compliance, potential Code violations, and potential hardships.

Plan Commission should specifically identify the hardship(s) if a recommendation of approval is made. For example, consider referencing Items #3 & #4 in the hardship section of the report.

Note: When making a final decision regarding hardship, if Plan Commission is concerned about sign illumination during certain hours of the night, the petitioner suggested that the signs could be timer controlled.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Staff recommendation and possible action regarding a site plan request for an outdoor storage and driveway addition at 1155 Scheuring RD (Parcel WD-D0048-1).

ATTACHMENTS:

- 06-22-20 Plan Commission Report - Brown Wilbert (DOCX)
- Application Form (PDF)
- Site Plan - PRELIMINARY - 29 May 2020 (PDF)

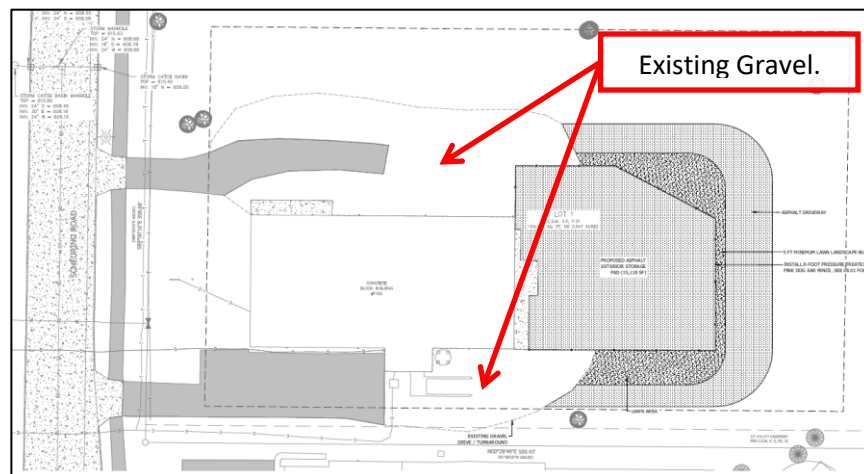
APPLICANT / OWNER: Jeffrey Bauer, Vice President
Applicant and Property Owner
Brown-Wilbert INC
1155 Scheuring RD
De Pere, WI 54115

SITE HISTORY: The site has been used for agricultural purposes until the 1960-70's. Very little changed on the site since then, aside from the size of the drive lanes, including the addition of gravel. There is no full site plan on file for the existing property.

On June 1, 2020 the petitioner submitted a site plan request for a 15,118 SF outdoor storage area at the rear (south end) of the existing building with an 8 foot tall screening fence, landscaping, and a new bituminous drive that circles around the new storage area.

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 existing site has an existing structure with a combination gravel and bituminous drive. At this time the gravel portion of the drive is permitted unless related complaints are submitted to the city related to the gravel (noise, dust, etc.). It is strongly recommended that the gravel be brought into conformance as a bituminous surface with this new site plan.



The proposed outdoor storage is permitted in the I-B-2 District. The site plan identified approximately 15,118 SF of outdoor storage area, but there is a hard surface area that is not included in the calculation. Outdoor storage for the site must be 15,450 SF or less, which is the maximum allowed size for the specific property. The outdoor storage area is properly located at the rear of the building, outside of setbacks, has a required 8 foot fence that is 100% impervious to through sight and has an adjacent landscaping buffer that is at least 5 feet wide.

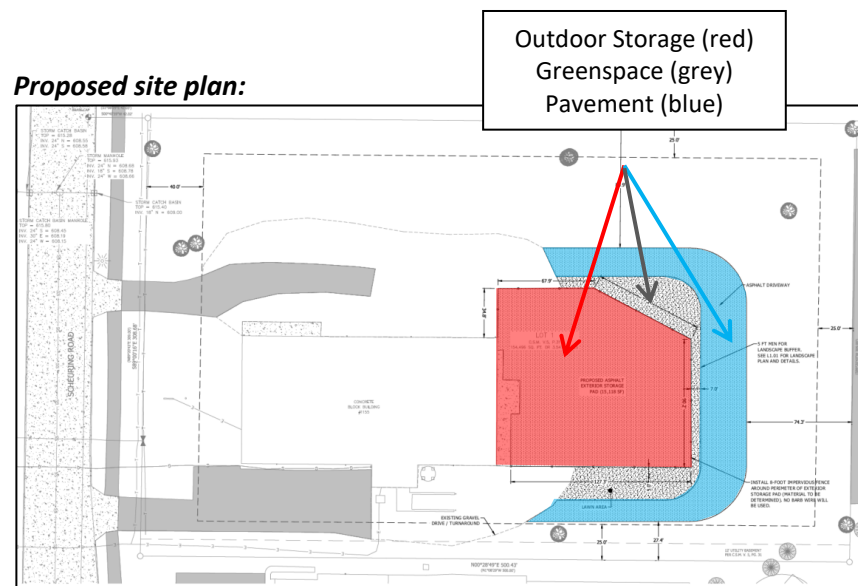
The drive connections to Scheuring Road remain unchanged. A new bituminous drive provides access around the south end of the building and proposed outdoor storage. The new drive does not include dimensions that identify the length, width, and square footage, in addition to an accurate count of added and total square footage of impervious area on the property.

No new signage is proposed with the site plan addition.

The site plan complies with the following massing and setback requirements set by the I-B-2 District (Code Section 14-52):

- Land Use: Industrial – Proposed outdoor storage addition (permitted)
- Lot Size: 3.5 acres (1 acre required)
- Front Yard Setback – north: ~70 feet (40 feet required)
- Interior Side Yard Setback – east & west: ~89 feet & ~27 feet (25 feet required)
- Rear Yard Setback – south: ~74 feet (25 feet required)
- FAR: 0.5 (0.5 or less required)
- Building Height: N/A (Determined by Plan Commission)
- Landscaping: 5 existing trees (16 trees required)

Parking requirements do not change for the site with this type of addition. However, parking requirements have not been calculated in the past. The property owner should identify the existing and required parking needs for the site (1 parking space per 2 employees, and 1 space per company truck that is not stored indoors, and space to accommodate visitors).



STAFF COMMENTS:

Engineering:

1. Subject to additional comments that may be received from Engineering after the Plan Commission meeting.
2. On-site storm water management may need to be addressed.

Fire: None.

Health: None.

Forestry: None.

Planning:

1. Identify the total square footage of the outdoor storage area within the fence on the site plan. Square footage cannot exceed 15,450 square feet.
2. Ensure that the screening fence at the southwest corner of the building connects to the building as the screened area must be 100% impervious without openings.
3. Strongly recommend that the gravel drives on the site should be paved with a bituminous surface.
4. The entire drive area must be properly dimensioned, including gravel and bituminous areas.
5. Provide proper dimensions, curve radius, area (square footage) for the added bituminous surface. The site plan only shows general distances from the property lines.
6. Update the Site Calculations data on page C2.01.
7. On page 1, the City of De Pere Planning Contact should read Development Services, not Larry Delo from Planning.
8. To meet the landscaping requirements a total of 16 trees is needed on the site, not 5 as identified on the site plan. Suggest adding trees near the street for street beautification and along the screening fence (spaced 30 feet apart) as identified in the requirements for outdoor storage screening.
9. Identify the location and number of existing parking stalls. Also identify the required number of parking stalls and verify that the site has sufficient parking ((1 parking space per 2 employees, and 1 space per company truck that is not stored indoors, and space to accommodate visitors).

Inspection: None.

REVIEW PROCESS

For Site Plan Requests, the Plan Commission either approves or denies the project. Conditions of approval must be resolved between the petitioner and staff before a final approval memo is issued and building permits are released. This site plan is not reviewed by Common Council.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the site plan request for a outdoor storage area and bituminous drive addition at 1155 Scheuring RD, subject to compliance with the conditions listed in the 'Staff Comments' section of this report.

JUN 1 2020

	CITY OF DE PERE APPLICATION FOR SITE PLAN REVIEW	Fee: \$ 305.00
		Receipt #: 152436
		Date: 6-01-20

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) Brown-Wilbert, Inc.	Authorized Representative Jeffrey Bauer	Title Vice President	
Mailing Address 1155 Scheuring Road	City De Pere	State WI	ZIP Code 54115
Email Address jelsner@brown-wilbert.com	Phone Number (incl. area code) 920-336-0626	Fax Number (incl. area code)	

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

Name (Ind. Org. or Entity) Brown-Wilbert, Inc.	Contact Person Jeffrey Bauer	Title Vice President	
Mailing Address 1155 Scheuring Road	City De Pere	State WI	ZIP Code 54115
Email Address jelsner@brown-wilbert.com	Phone Number (incl. area code) 920-336-0626	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description 1155 Scheuring Road De Pere, WI 54115	Parcel No. WD-D0048-1
--	--------------------------

SECTION 4: Project Information

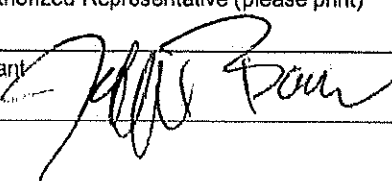
Existing Zoning:	I-B-2		
Present Use of Parcel:	Brown-Wilbert Vault Company		
Proposed Use of Parcel:	Brown-Wilbert Vault Company		
Estimated Start Date:	07/1/2020	Estimated Completion Date:	11/1/2020

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) Jeffrey Bauer	Title Vice President	Phone Number 920-336-0626
Signature of Applicant 		Date Signed 5/29/2020

TO BE COMPLETED BY CITY STAFF

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

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO STANTEC WITHOUT DELAY. STANTEC SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS. REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY STANTEC IS FORBIDDEN.

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NO SCALE



LOCATION MAP
NO SCALE



BROWN-WILBERT VAULT CO. EXPANSION

CITY OF DE PERE

BROWN COUNTY, WISCONSIN

SHEET INDEX

SHEET NO	DESCRIPTION
G0.01	TITLE SHEET AND PROJECT INFORMATION
C0.01	EXISTING SITE CONDITIONS PLAN
C1.01	EROSION CONTROL AND DEMOLITION PLAN
C1.02	EROSION CONTROL NOTES
C1.03	EROSION CONTROL DETAILS
C2.01	SITE PLAN
C3.01	GRADING AND DRAINAGE PLAN
C8.01	CONSTRUCTION NOTES AND SPECIFICATIONS
C8.02	CONSTRUCTION DETAILS
L1.01	LANDSCAPE PLAN
L8.01	LANDSCAPE DETAILS

PROJECT TEAM:

CITY OF DE PERE PLANNING DEPARTMENT

LAWRENCE DELO
PLANNER & COMMUNITY DEVELOPMENT DIRECTOR
TEL. 920-339-4043
335 S BROADWAY
DE PERE, WI 54115

DEPARTMENT OF PUBLIC WORKS

SCOTT THORESEN.
PUBLIC WORKS DIRECTOR
TEL. 920-339-4060
925 S SIXTH STREET
DE PERE, WI 54115

OWNER:

BROWN-WILBERT, INC
JEFFREY BAUER
TEL. 920-336-0626
1155 SCHEURING ROAD
DE PERE, WI 54115

CIVIL ENGINEER:

STANTEC CONSULTING SERVICES, INC.
12075 CORPORATE PARKWAY, SUITE 200
MEQUON, WI

Contact:
MICHAEL BACH
TEL. 262-643-9150
michael.bach@stantec.com

MICHAEL A. BACH, P.E.
NO. 43356-6

The locations of existing utility installations as shown on this plan are approximate. There may be other underground utility installations within the project area that are not shown.

Stantec assumes no responsibility for damages, liability or costs resulting from changes or alterations made to this plan without written consent of Stantec.

These drawings have been prepared based on information provided by others. Stantec has not verified the accuracy and/or completeness of this information and shall not be responsible for any errors or omissions which may be incorporated herein as a result.

FOR MUNICIPAL
APPROVALS, NOT FOR
CONSTRUCTION

TITLE SHEET AND PROJECT INFORMATION
BROWN-WILBERT VAULT CO. EXPANSION
CITY OF DE PERE

DATE OF ISSUANCE
5/18/2020

NO. REVISION

SURVEY CC SURV

DRAWN

DESIGNED

CHECKED

APPROVED

PROJ. NO. 193805856

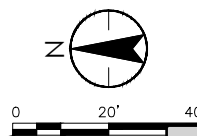
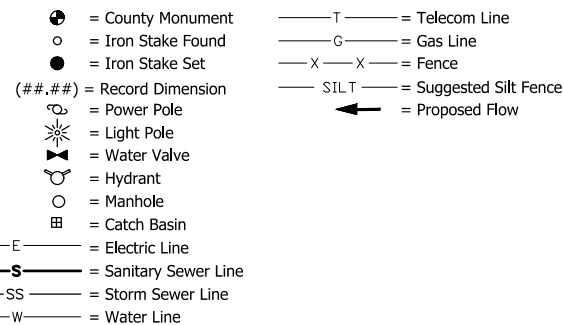
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Packet Pg. 40

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Packet Pg. 41

EXISTING SITE CONDITIONS PLAN
BROWN-WILBERT VAULT CO. EXPANSION
CITY OF DE PERE

DATE OF ISSUANCE	
5/18/2020	
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APPROVED	
PROJ. NO.	19380
SHEET NO. LABELED	

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Attachment: Site Plan - PRELIMINARY - 29 May 2020 (9735 : Staff recommendation and possible action regarding a site plan request for an

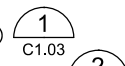
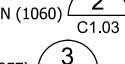
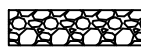
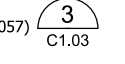
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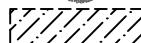


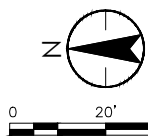
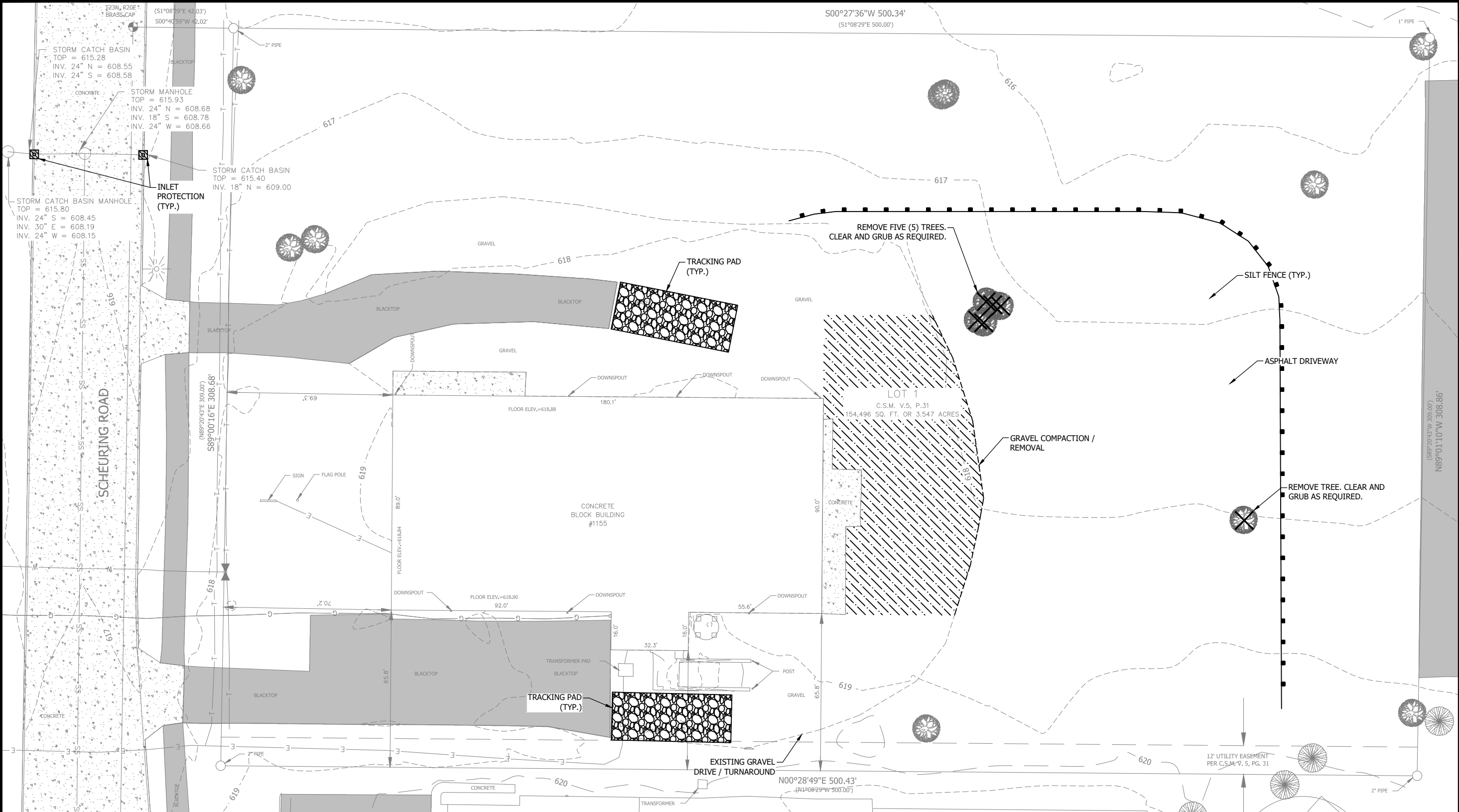
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EROSION CONTROL LEGEND

-  SILT FENCE (1056)  1
C1.03
-  INLET PROTECTION (1060)  2
C1.03
-  TRACKING PAD (1057)  3
C1.03

REMOVAL LEGEND

-  TREE REMOVAL
-  GRAVEL REMOVAL



EROSION CONTROL AND DEMOLITION PLAN

BROWN-WILBERT VAULT CO. EXPANSION
CITY OF DE PERE

DATE OF ISSUANCE	5/18/2020
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StanteC
12075 N. Corporate Parkway, Suite 200
4.c

Attachment: Site Plan - PRELIMINARY - 29 May 2020 (9735 : Staff recommendation and possible action regarding a site plan request for an

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GENERAL NOTES

- CONTRACTOR SHALL CONFORM TO ALL RELEVANT FEDERAL, STATE, AND LOCAL REGULATIONS; THE CONDITIONS INCLUDED IN ANY PERMIT; AND TO THE CONDITIONS INCLUDED IN THE PROJECT ENGINEER'S PLANS UNLESS OTHERWISE APPROVED BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR) AND PROJECT ENGINEER.
- EROSION CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE WDNR TECHNICAL STANDARDS AND WI DOT PRODUCT ACCEPTABILITY LIST (PAL). A COPY OF THE EROSION CONTROL PLAN AND PERMITS SHALL BE KEPT ONSITE AND AVAILABLE FOR INSPECTION THROUGHOUT THE DURATION OF THE PROJECT. SUBMIT PLAN REVISIONS OR AMENDMENTS TO THE WDNR AT LEAST 5 DAYS PRIOR TO FIELD IMPLEMENTATION.
- AT NO TIME MAY CONSTRUCTION EQUIPMENT OR FILL BE PLACED IN A WATERWAY OR WETLAND, EXCEPT AS APPROVED BY WDNR PERMIT. THE CONTRACTOR SHALL NOT STORE ANY EQUIPMENT OR MATERIALS IN ANY WETLAND, FLOODPLAIN, OR FLOODWAY.
- PUBLIC AND PRIVATE ACCESS ROADS SHALL BE KEPT FREE OF TRACKED SEDIMENT AND AT A MINIMUM CLEANED AT THE END OF EACH WORKDAY (NOT BY FLUSHING). AS WELL, THE CONTRACTOR SHALL TAKE MINIMIZATION MEASURES FOR DUST CONTROL TO THE MAXIMUM EXTENT PRACTICABLE.
- BARE SOIL AREAS, INCLUDING SOIL STOCKPILES, LEFT UNDISTURBED FOR 7 DAYS, SHALL BE STABILIZED WITH: TEMPORARY OR PERMANENT SEED AND MULCH (PROPERLY ANCHORED BY CRIMPING, NETTING, OR TACKIFIER); HYDROMULCH; TARP; OR OTHER APPROVED METHOD.
- THE USE, STORAGE AND DISPOSAL OF CHEMICALS, OIL & GREASE, CEMENT AND OTHER COMPOUNDS AND MATERIALS USED ON THE CONSTRUCTION SITE SHALL BE MANAGED DURING THE CONSTRUCTION PERIOD TO PREVENT THEIR TRANSPORT BY RUNOFF INTO WATERS OF THE STATE; IN THE EVENT OF ANY SPILL NOTIFICATION SHALL BE IMMEDIATELY REPORTED TO THE WDNR AND LOCAL AUTHORITIES. ALL CONSTRUCTION DEBRIS AND LITTER SHALL BE CLEANED DAILY.
- IF THE CONTRACTOR DETERMINES THAT DEWATERING WILL BE NECESSARY, A DEWATERING PLAN FOLLOWING WDNR TECHNICAL STANDARD 1061 SHALL BE SUBMITTED BY THE CONTRACTOR TO THE WDNR FOR APPROVAL. NOTIFY THE WDNR IF DEWATERING IS SCHEDULED TO OCCUR IN AREAS OF SOIL AND/OR GROUNDWATER CONTAMINATION, OR IF DEWATERING WILL OCCUR FROM A HIGH CAPACITY WELL (70 GPM OR GREATER). PROVIDE ANTI-SCOUR PROTECTION AND MAINTAIN NON-EROSIVE FLOW DURING DEWATERING.
- BETWEEN SEPTEMBER 15 AND OCTOBER 15 STABILIZE WITH MULCH, TACKIFIER AND A PERENNIAL SEED MIX WITH WINTER WHEAT, ANNUAL RYE, OATS OR ANNUAL RYE. DURING THE NON-GROWING SEASON (OCT. 15 - APRIL 15), WINTER STABILIZATION SHALL INCLUDE SEEDING WITH DORMANT SEED MIX AND WINTER WHEAT AND THE USE OF MULCH AND POLYMER/TACKIFIER (AS AN ANCHORING METHOD) OR A CLASS 1-TYPE B EROSION MAT ON ALL BARE SOIL AREAS OF THE SITE.
 - MULCH SHALL CONSIST OF HAY OR STRAW FREE OF DISEASED PLANT RESIDUE, NOXIOUS WEEDS, HARMFUL CHEMICAL RESIDUES, HEAVY METALS, HYDROCARBONS, AND OTHER KNOWN ENVIRONMENTAL TOXICANTS.
 - MULCH SHALL COVER A MINIMUM OF 80% OF THE SOIL SURFACE AND SHALL BE ½ TO 1 ½ INCHES THICK.
 - IF THE CONDITIONS ARE TOO COLD TO APPLY A POLYMER/TACKIFIER, A MULCH CRIMPER OR BIODEGRADABLE NETTING SHALL BE USED AS A TEMPORARY ALTERNATE ANCHORING METHOD.
- IF SNOW COVER PREVENTS THE INSTALLATION OF THESE ITEMS; THE CONDITION OF THE SITE, INCLUDING THE AMOUNT OF SNOW COVER, WILL BE NOTED ON EVERY EROSION AND SEDIMENT CONTROL INSPECTION REPORT. ONCE THE SNOW IS 2 INCHES OR LESS ON A MAJORITY OF THE SITE, THE ABOVE-MENTIONED WINTER STABILIZATION METHODS SHALL BE IMMEDIATELY EMPLOYED.
- ALL FINISH GRADED DITCHES AND SWALES SHALL BE PLANTED, SODDED OR SEEDED AND MULCHED OR MATTED IMMEDIATELY AFTER COMPLETION.
- IF ANY ITEM IN THE EROSION CONTROL PLAN REQUIRES MODIFICATION, THE CONTRACTOR SHALL SUBMIT AN EROSION CONTROL PLAN REVISION TO THE PROJECT ENGINEER AND WDNR STORMWATER SPECIALIST TO RECEIVE APPROVAL BEFORE PROCEEDING.
- ALL LAND DISTURBING ACTIVITIES SHALL BE CONDUCTED IN A LOGICAL SEQUENCE AS TO MINIMIZE THE AMOUNT OF BARE SOIL EXPOSED AT ANY ONE TIME. MAINTAIN EXISTING VEGETATION AS LONG AS POSSIBLE.
- ANY OFF-SITE SEDIMENT DEPOSITS SHALL BE CLEANED UP AND RESTORED OR STABILIZED WITH 24 HOURS, WEATHER PERMITTING, OF ANY OFF-SITE SEDIMENT DEPOSITION. ALL SEDIMENT SHALL BE PROPERLY DISPOSED OF AND STABILIZED IN AN UPLAND LOCATION ON OR OFF-SITE.
- MAKE APPROPRIATE PROVISIONS FOR WATERING, AS NEEDED, DURING THE FIRST 8 WEEKS FOLLOWING SEEDING OR PLANTING AREAS WHENEVER MORE THAN 7 CONSECUTIVE DAYS OF DRY WEATHER OCCUR (NO RAIN).

EROSION CONTROL INSTALLATION AND SEQUENCING

- THE CONSTRUCTION SITE IS A FARMSTEAD WITH A HOUSE, BARN, WOODED UPLANDS, WETLANDS, AND SOME CROPPED AREAS. THE PROJECT LAND DISTURBING ACTIVITIES WILL INCLUDE CONSTRUCTION OF ONE MAIN BUILDING AND FIFTEEN SMALLER TOWN HOME STYLE BUILDINGS, A PUBLIC ROADWAY WITH A PERMITTED WETLAND FILL, SIX STORMWATER PONDS, AND PAVEMENT CONSTRUCTION.
- TRACKING PAD, SILT FENCE, AND INLET PROTECTION SHALL BE INSTALLED PRIOR TO ANY LAND DISTURBING CONSTRUCTION ACTIVITIES.
- ONCE THE TEMPORARY EROSION CONTROL DEVICES HAVE BEEN INSTALLED, TOPSOIL STRIPPING AND STOCKPILING THEN MASS GRADING AND THEN PAVING, UTILITY, AND BUILDING CONSTRUCTION CAN BE COMPLETED. ESTIMATED CONSTRUCTION SCHEDULE IS MASS GRADING START DATE OF 5/1/2020 AND COMPLETION BY 5/31/2020 FOLLOWED BY PAVING, UTILITY AND BUILDING CONSTRUCTION TO BE COMPLETED BY 11/1/2020.
- UPON COMPLETION OF GRADING ANY DISTURBED GROUND SHALL BE TEMPORALITY SEEDED AND MULCH PLACED WITHIN 7 DAYS.
- PERMANENT STABILIZATION SHALL OCCUR AFTER FINAL GRADING, OF ANY AREAS THAT

WERE TEMPORARILY SEEDED.

REMOVAL OF EROSION CONTROL MEASURES

- INLET PROTECTION DEVICES SHALL BE REMOVED WHEN ALL LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED AND THE SITE HAS REACHED FINAL STABILIZATION. FINAL STABILIZATION IS DEFINED AS AN ESTABLISHED UNIFORM PERENNIAL VEGETATIVE COVER WITH AN OVERALL SITE DENSITY OF AT LEAST 70%.
- SILT FENCE SHALL BE REMOVED WHEN ALL LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED AND THE AREA HAS REACHED FINAL STABILIZATION. ANY SOIL DISTURBANCE THAT HAS OCCURRED BECAUSE OF ITS REMOVAL SHALL BE IMMEDIATELY STABILIZED.
- TRACKING PAD SHALL BE REMOVED WHEN ALL LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED ALONG ITS ASSOCIATED ACCESS ROAD. ANY SOIL DISTURBANCE THAT HAS OCCURRED AS A RESULT ITS REMOVAL SHALL BE IMMEDIATELY STABILIZED.
- INTERIM MANUFACTURED PERIMETER CONTROL SHALL BE REMOVED WHEN ALL LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED AND THE AREA HAS REACHED FINAL STABILIZATION. ANY SOIL DISTURBANCE THAT HAS OCCURRED BECAUSE OF ITS REMOVAL SHALL BE IMMEDIATELY STABILIZED.

EROSION CONTROL INSPECTION AND MAINTENANCE

- INSPECT ALL EROSION CONTROL MEASURES PRIOR TO COMMENCING GRADING ACTIVITIES. EROSION CONTROL MEASURES SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS OF EVERY ½ INCH OR GREATER RAIN EVENT. MAINTENANCE SHALL BE IN ACCORDANCE WITH THE WDNR TECHNICAL STANDARDS AND THE ENGINEER'S PLANS AND SPECIFICATIONS AND AS DEEMED NECESSARY BY REGULATORY AGENCIES. KEEP INSPECTION REPORTS ON-SITE AND AVAILABLE UPON REQUEST. ALL MAINTENANCE AND/OR REPAIRS SHALL BE COMPLETED WITHIN 24 HOURS OF NOTIFICATION BY THE EROSION CONTROL INSPECTOR. THE CONTRACTOR SHALL MAINTAIN AN EROSION CONTROL LOGBOOK ON SITE NOTING INSPECTION DATE AND TIMES, REPAIRS NECESSARY, AND REPAIRS MADE.
- THE CONTRACTOR SHALL INSTALL AND MAINTAIN THE EROSION CONTROL MEASURES IN ACCORDANCE WITH WDNR TECHNICAL STANDARDS AND AS FOLLOWS:
 - TRACKING PAD (1057) - MAINTENANCE SHALL TAKE PLACE BY SCRAPING OR TOP-DRESSING WITH ADDITIONAL AGGREGATE. A MINIMUM 50-FOOT-LONG AND 12-INCH THICK PAD CONSISTING OF A MINIMUM OF 3-INCH CLEAR WASHED STONE SHALL BE MAINTAINED. THE WIDTH OF THE TRACKING PAD SHALL EXTEND THE FULL DISTANCE OF THE EGRESS POINT.
 - SILT FENCE (1056) - SEDIMENT /DEBRIS/DEPOSITS SHALL BE REMOVED WHEN THEY REACH 50% OF THE HEIGHT OF THE SILT FENCE. REMOVED SEDIMENT SHALL BE DEPOSITED IN A SUITABLE NON-WETLAND OR FLOODPLAIN AREA AND STABILIZED. SILT FENCE THAT IS DAMAGED OR NOT PERFORMING AS DESIGNED SHALL BE REPAIRED OR REPLACED IMMEDIATELY.
 - INLET PROTECTION (1060) - MAINTENANCE SHALL BE CONDUCTED TO KEEP INLETS FUNCTIONING WITHOUT PONDING WATER FOR PROLONG PERIODS. INLET FABRIC SHALL BE REPLACED AS NEEDED.
 - INTERIM MANUFACTURED PERIMETER CONTROL (1071) - SEDIMENT /DEBRIS/DEPOSITS SHALL BE REMOVED WHEN THEY REACH 50% OF THE HEIGHT OF THE INTERIM MANUFACTURED PERIMETER CONTROL PRODUCT. REMOVED SEDIMENT SHALL BE DEPOSITED IN A SUITABLE NON-WETLAND OR FLOODPLAIN AREA AND STABILIZED. INTERIM MANUFACTURED PERIMETER CONTROL THAT IS DAMAGED OR NOT PERFORMING AS DESIGNED SHALL BE REPAIRED OR REPLACED IMMEDIATELY



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EROSION CONTROL NOTES

BROWN-WILLBERT VAULT CO. EXPANSION
CITY OF DE PERE

DATE OF ISSUANCE
5/18/2020

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- NOTE: ADDITIONAL POST DEPTH OR TIE BACKS MAY BE REQUIRED IN UNSTABLE SOILS



- 2 INLET PROTECTION (TYP)
NTS

- 3 STONE TRACKING PAD (TYP)
NTS

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO STANTEC WITHOUT DELAY. REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY STANTEC IS FORBIDDEN.

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---		---	PROPOSED WOOD FENCE
---		---	PROPOSED ASPHALT PAVEMENT
---		---	PROPOSED LAWN

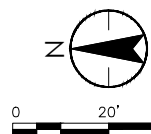
SITE CALCULATIONS

PARCEL AREA	SQ. FT.	AC.
EXISTING IMPERVIOUS AREA	53,328	1.224
EXISTING PERVIOUS AREA	101,169	2.323
PROPOSED IMPERVIOUS AREA	71,315	1.637
PROPOSED PERVIOUS AREA	83,182	1.910
COVERAGE	46.2%	

SET BACKS	
FRONT:	40 FT
SIDE:	25 FT
REAR :	25 FT
CORNER SIDE:	40 FT

GENERAL NOTES:

1. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATION AND DIMENSION OF ENTRANCES, VESTIBULES, STAIRS, RETAINING WALLS, RAMPS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
2. CONTRACTOR SHALL PROVIDE EROSION CONTROL FACILITIES IN ACCORDANCE WITH THE CITY OF DE PERE EROSION CONTROL ORDINANCE AND WDNR TECHNICAL STANDARDS.
3. ALL DIMENSIONS AND CORRESPONDING HORIZONTAL CONTROL RELATED TO PAVING REPRESENT FACE OF CURB, ELEVATION AND CONTOURS REPRESENT FINISHED GRADS UNLESS OTHERWISE INDICATED. BUILDINGS ARE DIMENSIONED TO FACE OF BUILDING.
4. BEFORE PROCEEDING WITH ANY UTILITY CONSTRUCTION, THE CONTRACTOR SHALL EXCAVATE EACH EXISTING LATERAL OR POINT OF CONNECTION AND VERIFY THE SIZE, LOCATION AND ELEVATION OF ALL UTILITIES.
5. ALL SITE SIGNAGE MUST COMPLY WITH THE MOST RECENT EDITION OF THE FEDERAL HIGHWAY ADMINISTRATION MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
6. CONTRACTOR TO CONFIRM SITE LIGHTING WITH ARCHITECT AND/OR MEP DESIGNER.



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SITE PLAN

BROWN-WILBERT VAULT CO. EXPANSION
CITY OF DE PERE

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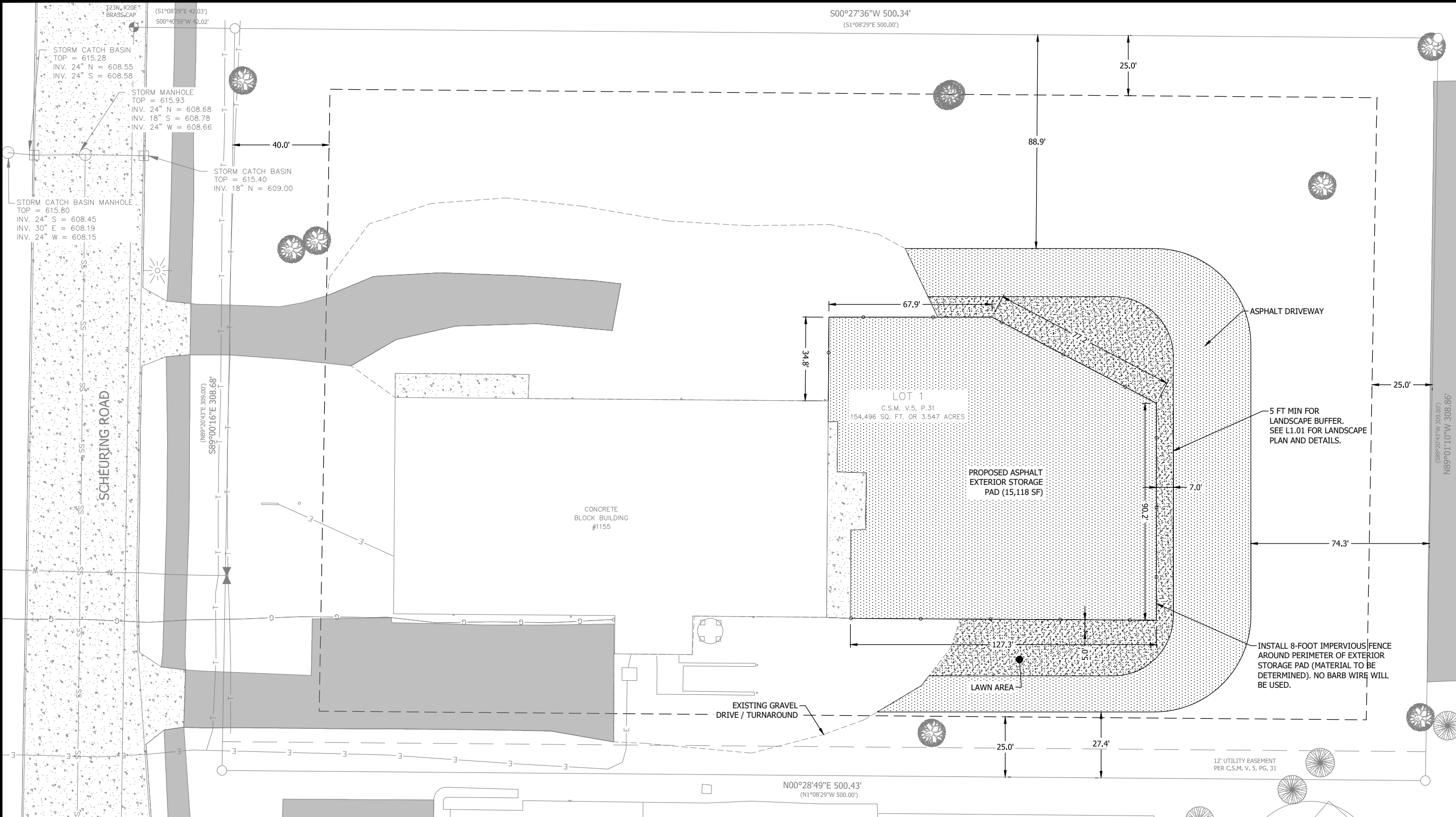
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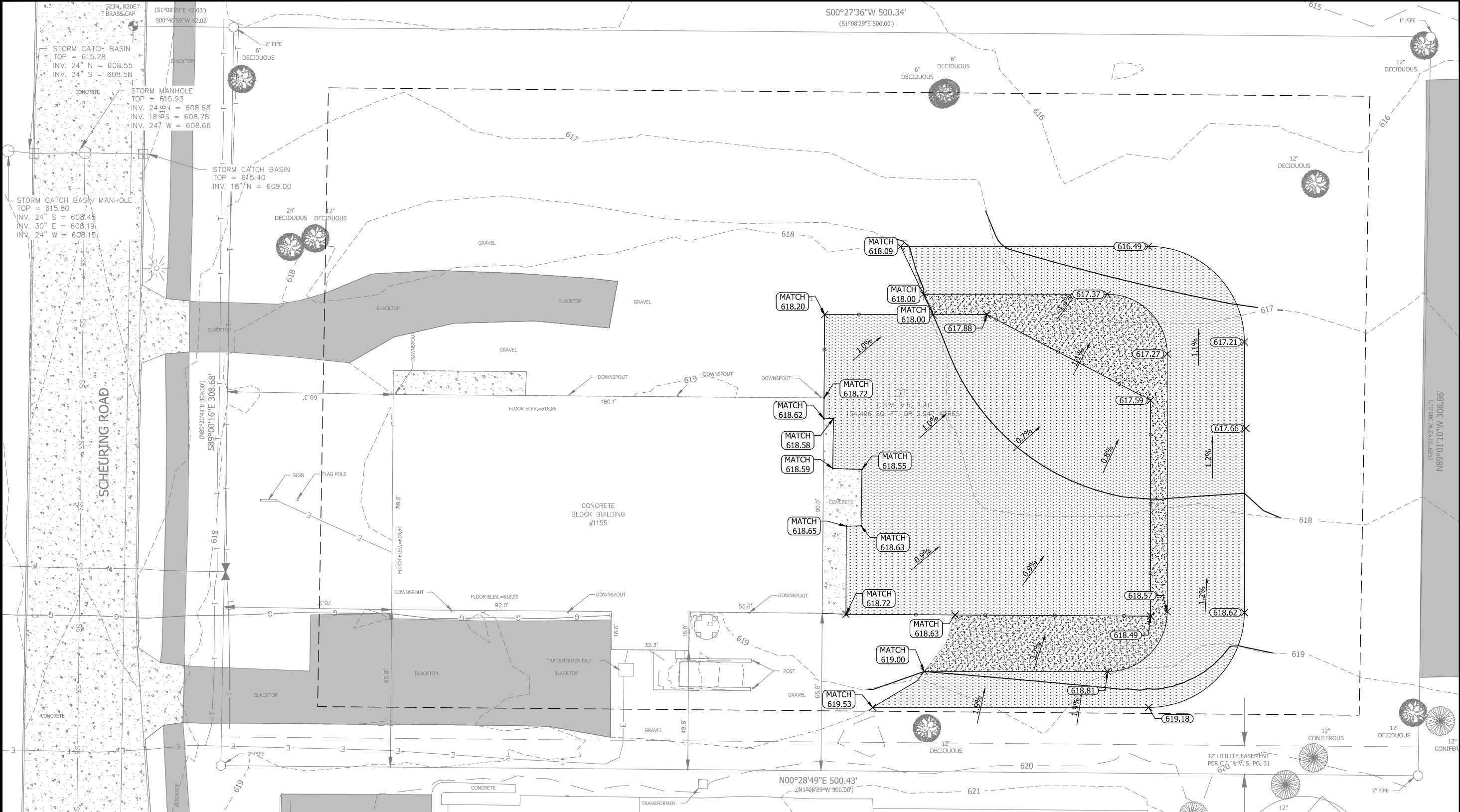


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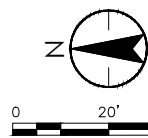


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- 611 --- EXISTING CONTOUR MINOR
- 610 --- EXISTING CONTOUR MAJOR
- 611 --- PROPOSED CONTOUR MINOR
- 610 --- PROPOSED CONTOUR MAJOR
- SETBACKS
- PROPOSED WOOD FENCE
- PROPOSED ASPHALT PAVEMENT
- PROPOSED LAWN

GRADING NOTES:

1. THE PROPOSED IMPROVEMENTS SHALL BE CONSTRUCTED ACCORDING TO THE WISCONSIN DOT STANDARD SPECIFICATIONS, LOCAL ORDINANCES AND SPECIFICATIONS, AND RECOMMENDATIONS IN THE GEOTECHNICAL REPORT.
2. THE CONTRACTOR SHALL MAINTAIN SITE DRAINAGE THROUGHOUT CONSTRUCTION. THIS MAY INCLUDE THE EXCAVATION OF TEMPORARY DITCHES OR PUMPING TO ALLEVIATE WATER PONDING.
3. SILT FENCE AND OTHER EROSION CONTROL FACILITIES MUST BE INSTALLED PRIOR TO CONSTRUCTION OR ANY OTHER LAND DISTURBING ACTIVITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ALL EROSION CONTROL FACILITIES ONCE THE THREAT OF EROSION HAS PASSED WITH THE APPROVAL OF THE GOVERNING AGENCY.
4. THE CONTRACTOR SHALL ASSUME SOLE RESPONSIBILITY FOR THE COMPUTATIONS OF ALL GRADING AND FOR ACTUAL LAND BALANCE, INCLUDING UTILITY TRENCH SPOIL. THE CONTRACTOR SHALL IMPORT OR EXPORT MATERIAL AS NECESSARY TO COMPLETE THE PROJECT.
5. GRADING SHALL CONSIST OF CLEARING AND GRUBBING EXISTING VEGETATION, STRIPPING TOPSOIL, REMOVAL OF THE EXISTING PAVEMENT OR FOUNDATIONS, IMPORTING OR EXPORTING MATERIAL TO ACHIEVE AN ON-SITE EARTHWORK BALANCE, GRADING THE PROPOSED BUILDING PADS AND PAVEMENT AREAS, SCARIFYING AND FINAL COMPACTION OF THE PAVEMENT SUBGRADE, AND PLACEMENT OF TOPSOIL.
6. NO FILL SHALL BE PLACED ON A WET OR SOFT SUBGRADE. THE SUBGRADE SHALL BE PROOF-ROLLED AND INSPECTED BY THE GEOTECHNICAL ENGINEER BEFORE ANY MATERIAL IS PLACED.
7. ALL FILL SHALL BE CONSIDERED STRUCTURAL FILL AND SHALL BE PLACED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT.



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GRADING AND DRAINAGE PLAN

BROWN-WILLBERT VAULT CO. EXPANSION
CITY OF DE PERE

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Packet Pg. 46

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING - ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO STANTEC WITHOUT DELAY. STANTEC SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS. REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY STANTEC IS FORBIDDEN.

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STANTEC ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF STANTEC.

GENERAL

1. THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE MUNICIPALITY FORTY-EIGHT HOURS PRIOR TO THE START OF CONSTRUCTION.
2. THE CONTRACTOR SHALL INDEMNIFY THE OWNER, THE ENGINEER, AND THE MUNICIPALITY, THEIR AGENTS, ETC., FROM ALL LIABILITY INVOLVED WITH THE CONSTRUCTION, INSTALLATION, AND TESTING OF THE WORK ON THIS PROJECT.
3. SITE SAFETY SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
4. THE BIDDER WILL BE SOLELY RESPONSIBLE FOR DETERMINING QUANTITIES AND SHALL STATE SUCH QUANTITIES IN HIS OR HER PROPOSAL. HE OR SHE SHALL BASE THEIR BID ON HIS OR HER OWN ESTIMATE OF THE WORK REQUIRED AND SHALL NOT RELY ON THE ENGINEER'S ESTIMATE.
5. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING SOIL CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION. A GEOTECHNICAL REPORT MAY BE AVAILABLE FROM THE OWNER. THE CONTRACTOR SHALL ABIDE BY THE RECOMMENDATIONS FO THE GEOTECHNICAL ENGINEER.
6. THE CONTRACTOR IS RESPONSIBLE FOR EXAMINING ALL SITE CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION AND SHALL COMPARE FIELD CONDITIONS WITH DRAWINGS.
7. THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS REQUIRED FOR EXECUTION OF THE WORK. THE CONTRACTOR SHALL CONDUCT HIS WORK ACCORDING TO THE REQUIREMENTS OF THE PERMITS.
8. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL UTILITY INFORMATION SHOWN ON THE PLANS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL CALL DIGGER'S HOTLINE AT 1-800-242-8511 TO NOTIFY THE UTILITIES OF HIS OR HER INTENTIONS, AND TO REQUEST FIELD STAKING OF EXISTING UTILITIES.
9. CONTRACTOR IS ADVISED THAT ALL MUD AND DEBRIS MUST NOT BE DEPOSITED ONTO THE ADJACENT ROADWAYS PER THE REQUIREMENT OF THE MUNICIPALITY OR OTHER APPROPRIATE GOVERNMENT AGENCIES.
10. ANY ADJACENT PROPERTIES OR ROAD RIGHTS-OF-WAY WHICH ARE DAMAGED DURING CONSTRUCTION MUST BE RESTORED BY THE CONTRACTOR. THE COST OF THE RESTORATION IS CONSIDERED INCIDENTAL AND SHOULD BE INCLUDED IN THE BID PRICES.

PAVING

1. THE PROPOSED IMPROVEMENTS SHALL BE CONSTRUCTED ACCORDING TO THE WISCONSIN D.O.T. STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION, LATEST EDITION, AND THE LOCAL ORDINANCES AND SPECIFICATIONS.
2. PAVING SHALL CONSIST OF FINE GRADING PAVEMENT AREAS, INSTALLATION OF CRUSHED STONE BASE, CONCRETE AND / OR BITUMINOUS PAVEMENT, PAVEMENT MARKING, AND CLEANUP. ALL MATERIALS SHALL BE PROVIDED BY THE CONTRACTOR.
3. AGGREGATE USED IN THE CRUSHED AGGREGATE BASE SHALL BE (1 ¼") DENSE GRADED BASE IN ACCORDANCE WITH SUBSECTION 305.2.2. OF THE STANDARD SPECIFICATIONS.
4. HOT MIX ASPHALT PAVEMENT (HMA) SHALL BE XXXXX FOR STANDARD DUTY AREAS AND XXXXXXXX FOR HEAVY DUTY AREAS IN ACCORDANCE WITH SECTION 460 OF THE STANDARD SPECIFICATIONS.
5. ASPHALTIC MATERIALS SHALL BE PERFORMANCE GRADED (PG) BINDERS IN ACCORDANCE WITH SECTION 455 OF THE STANDARD SPECIFICATIONS. UPPER LAYERS SHALL BE PG64-22, AND LOWER LAYERS SHALL BE PG64-22.
6. AGGREGATES USED IN THE HMA SHALL BE IN ACCORDANCE WITH SUBSECTION 460.2.2.3 OF THE STANDARD SPECIFICATIONS. THE NOMINAL AGGREGATE SIZE FOR THE UPPER LAYER PAVEMENT SHALL BE 12.5MM, AND THE LOWER LAYER PAVEMENT SHALL BE 19.00MM.
7. TACK COAT SHALL BE IN ACCORDANCE WITH SUBSECTION 455.2.5 OF THE STANDARD SPECIFICATIONS. THE RATE OF APPLICATION SHALL BE 0.025 GAL/SY.
8. CONCRETE FOR CURB, DRIVEWAY, WALKS AND NON-FLOOR SLABS SHALL BE GRADE A (OR GRADE A2 IF PLACING BY SLIP-FORMED PROCESS) AIR ENTRAINED IN ACCORDANCE WITH SECTION 501 OF THE STANDARD SPECIFICATIONS, WITH A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3,500 PSI.
9. CONCRETE CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE FOLLOWING SECTION OF THE STANDARD SPECIFICATIONS: SECTION 415 FOR CONCRETE PAVEMENT, SECTION 601 FOR CONCRETE CURB AND GUTTER, AND SECTION 602 FOR CONCRETE SIDEWALKS.
10. ALL FINISHED CONCRETE SHALL BE COVERED WITH A LIQUID CURING COMPOUND CONFORMING TO AASHTO M 148, TYPE 2, IN ACCORDANCE WITH SECTION 415 OF THE STANDARD SPECIFICATIONS.
11. FINAL PAVEMENT MARKINGS COLORS SHALL BE COORDINATED WITH OWNER.

UTILITY NOTES

GENERAL NOTES

1. CONTRACTOR TO COORDINATE WITH CITY OF DE PERE FOR UTILITY CONNECTION IN THE PUBLIC RIGHT OF

WAY.

2. CONTRACTOR TO COORDINATE BUILDING GAS, ELECTRIC, COMMUNICATIONS UTILITY ENTRY LOCATIONS WITH ARCHITECT AND LOCAL UTILITY PROVIDERS.
3. CONTRACTOR TO PROVIDE A SPLASH BLOCK AT ALL DOWNSPOUTS TO GRADE. COORDINATE WITH ARCHITECTURAL PLANS.
4. CONTRACTOR TO CONFIRM AND VERIFY SITE LIGHTING PLAN WITH ARCHITECTURAL PLANS AND / OR MEP PLANS.

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CONSTRUCTION NOTES AND SPECIFICATIONS

BROWN-WILLBERT VAULT CO. EXPANSION
CITY OF DE PERE

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NOTE:
PAVEMENT SECTION SHOWN
SHALL BE CONFIRMED BY A
GEOTECHNICAL ENGINEER, AS
HIRED BY THE CLIENT.

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CONSTRUCTION DETAILS

BROWN-WILBERT VAULT CO. EXPANSION
CITY OF DE PERE

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APPENDIX

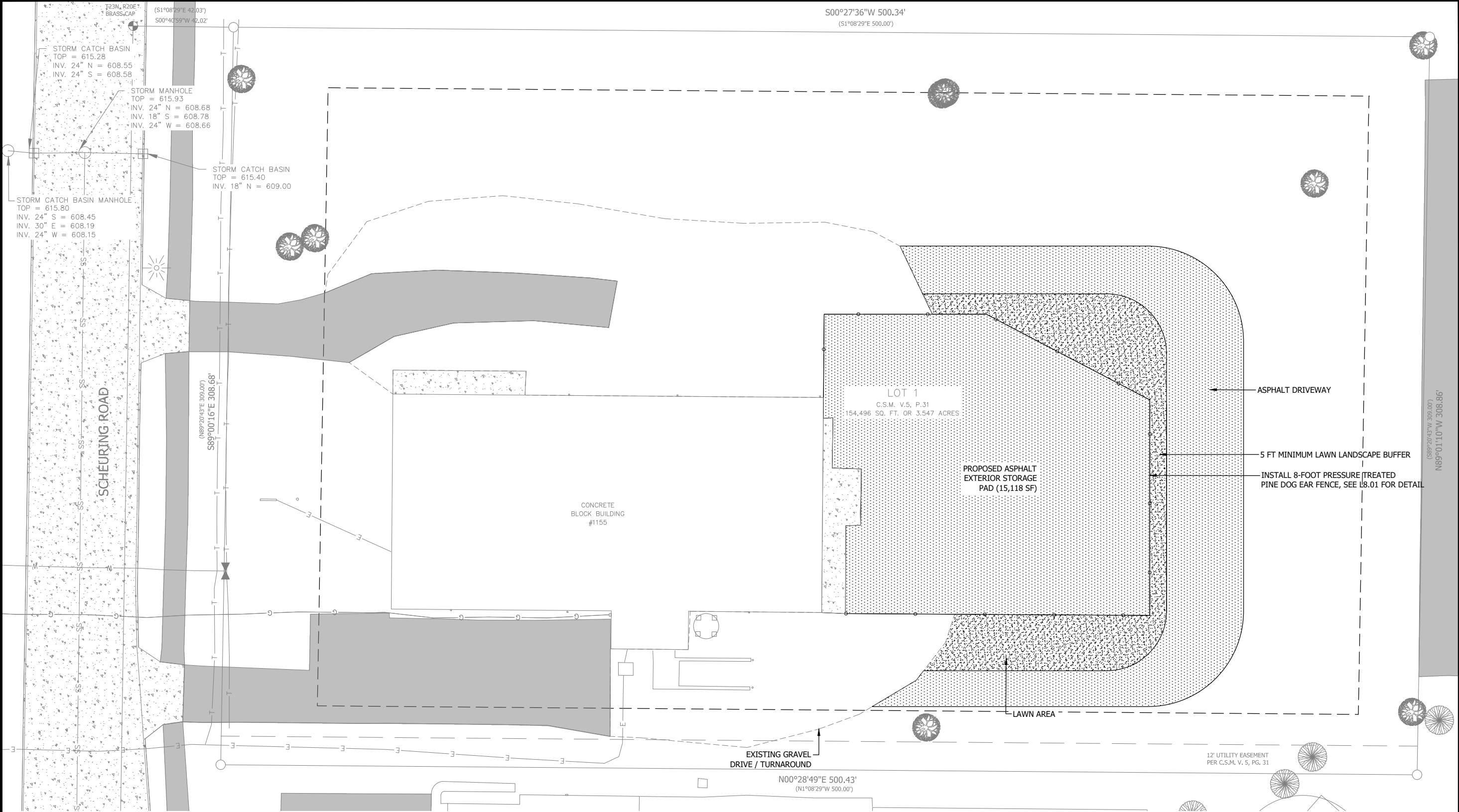
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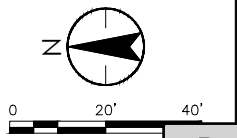
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- 610 --- EXISTING CONTOUR MAJOR
- 611 --- PROPOSED CONTOUR MINOR
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- SETBACKS
- o --- PROPOSED WOOD FENCE
- [Pattern] PROPOSED ASPHALT PAVEMENT
- [Pattern] PROPOSED LAWN

DEPERE CITY ORDINANCE REQUIREMENTS

ZONING: I-B-2
APPLICABLE REQUIREMENTS:
CHAPTER 14, ARTICLE XXII. DEVELOPMENT STANDARDS

A SHRUB, BORDER, HEDGE, WALL, FENCE, EARTHEN BERM, OR OTHER DURABLE LANDSCAPE BARRIER, OR COMBINATION THEREOF, AT LEAST FOUR (4) FEET HIGH, BUT NOT EXCEEDING SIX (6) FEET HIGH, WHICH IS NINETY (90) PERCENT IMPERVIOUS TO SIGHT PLACED ALONG THE PERIMETER OF SUCH LANDSCAPED STRIP, EXCEPT IN THE FRONT YARD SETBACK."

LANDSCAPING PROVIDED
5 EXISTING TREES TO REMAIN
8' TALL WOOD FENCE



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LANDSCAPE PLAN

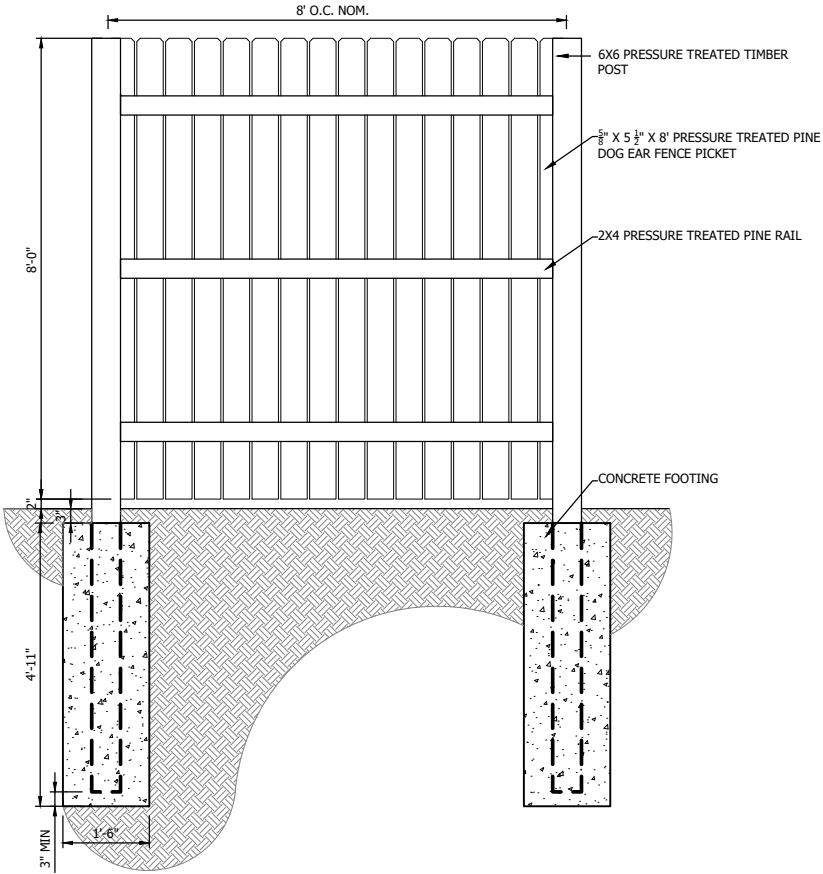
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Packet Pg. 49

- NOTES:
1. SEED LAWN AREAS WITH NO MOW SEED MIX BY PRAIRIE NURSERY OR APPROVED EQUAL.
 2. ALL LAWN AREAS TO BE SOWN ON A MINIMUM OF 6" TOPSOIL.
 3. CONTRACTOR IS RESPONSIBLE FOR EROSION CONTROL, WATERING AND THE ESTABLISHMENT OF SEED.



A 8' WOOD FENCE
NTS



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

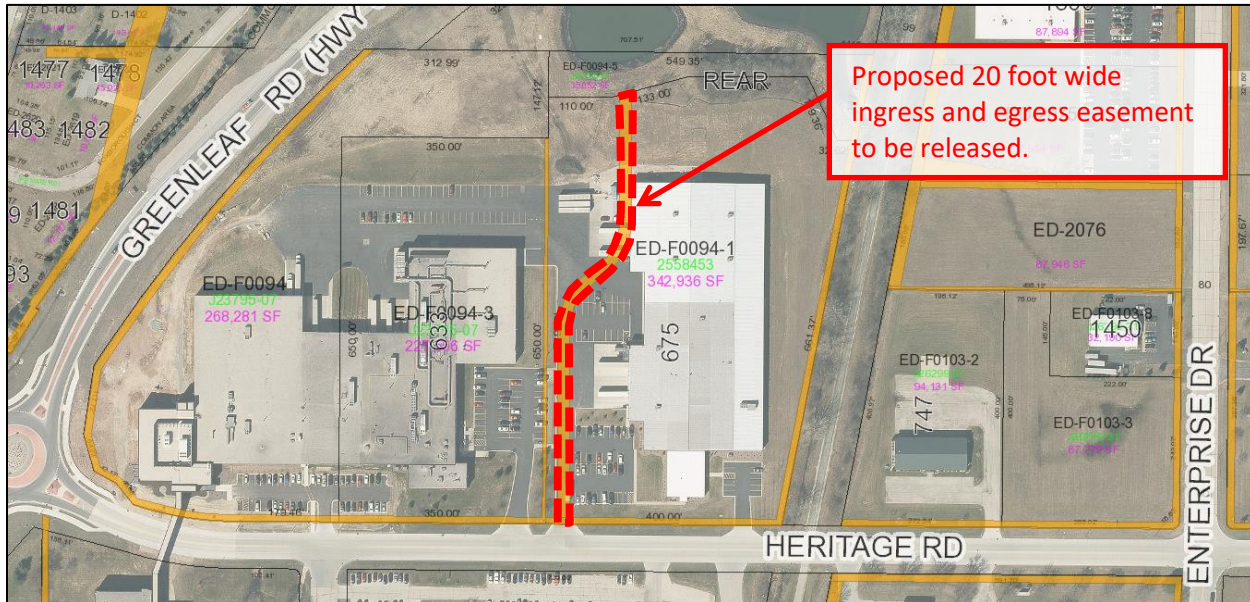
SUBJECT: Staff recommendation and possible action regarding the release of a 20 foot wide ingress and egress easement at 675 Heritage RD (Parcel ED-F0094-1).*

ATTACHMENTS:

- Report to Plan Commission - Easement Release at 675 Heritage RD (DOCX)
- Application Form (From Site Plan) (PDF)
- Easement Release_Document for Recording (DOCX)
- Easement Release_Exhibit (PDF)

ITEM 5: Staff recommendation and possible action regarding the release of a 20 foot wide ingress and egress easement at 675 Heritage RD (Parcel ED-F0094-1).*

SITE MAP



REQUESTED ACTION: Release of Easement Request.*

The release of easement request at Belmark Plant #5 is proposed to be replaced with a new ingress and egress easement on the property.

COMMON DESCRIPTION: 675 Heritage RD, located northeast from the Heritage RD and Greenleaf RD intersection.

PARCEL NUMBERS: ED-F0094-1

EXISTING ZONING: I-1 (Industrial Park District)

SURROUNDING LAND USES: Wetlands (I-1), City storm pond, Greenleaf RD, Residential (R-1 & R-2) and Town of Ledgeview to the north.
Industrial (I-3) to the south.
Industrial (I-1) and Fox River Trail (R-1) to the East.
Industrial (I-1), Greenleaf RD, Residential (R-1) and Town of Ledgeview to the west.

COMPREHENSIVE PLAN: Industrial Park

APPLICANT/OWNER: John Ambrosius, Plant Engineer
Authorized Representative
600 Heritage RD
PO BOX 5310
De Pere, WI 54115-5310

Flex LLC
Property Owner
ATTN: John Ambrosius
PO BOX 5310
De Pere, WI 54115-5310

SITE HISTORY:	The site has been used for agricultural purposes from 1938 until the 1990's when a building was developed on the site. The property was taken over by Belmark in the mid-2000s. The subject building (Plant #5) had an addition in the mid-2010s. In 2014, an ingress/egress easement, allowing the City to access storm ponds to the north, was recorded. The mid-2010 addition lies partially within the easement. At that time there was a proposal to relocate the easement westward on the property but that action never took place. In 2015 and in 2020, site plans were submitted to the City for a building expansion that lies partially over the ingress and egress easement that was never relocated. The 2020 site plan was reviewed by Plan Commission on May 26, 2020, with an easement relocation as a condition of approval. In two separate project requests, the petitioner is proposing the release of the existing ingress and egress easement and creating a new ingress and egress easement (located to the west of the existing and proposed Belmark Plant #5 building). This request and staff report represents the release of the easement step.
STAFF REVIEW:	When reviewing a release of easement request, staff considers the future need for utilities in the area as well as the location of alternative easements, the recommendation of the Comprehensive Plan, and proposed future development. The easement provides access to City storm ponds, located to the north of Belmark Plant #5 at 674 Heritage RD. The easement needs to be relocated so that ingress and egress are not impeded by an existing building and a proposed building expansion. City Development Services and Engineering staff support the request as the released and proposed rerouted easement will be sufficient for City needs. The ingress and egress easement serves the City only and no other utilities.
REVIEW PROCESS:	For the release of easement requests, the Plan Commission reviews easement release documents and provides a recommendation to the Common Council. The Common Council reviews the Plan Commission recommendation with documents and, if approved, provides necessary City signatures and returns the documents to the petitioner to obtain any additional needed signatures and record at the Register of Deeds Office. The anticipated review date by Common Council is July 7, 2020.
STAFF RECOMMENDATION:	Staff recommends APPROVAL of the release of easement request and forwarding the recommendation to the Council for its final approval (any final easement language will be subject to final approval of the City Attorney's office). Approval subject to the following: 1. The release of easement is recorded after a new replacement easement is recorded.

	CITY OF DE PERE	Fee: \$ 305.00
	APPLICATION FOR SITE PLAN REVIEW	Receipt #: _____
		Date: _____

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) Belmark, Inc.	Authorized Representative John Ambrosius	Title Plant Engineer	
Mailing Address 600 Heritage Road, P.O. Box 5310	City De Pere	State WI	ZIP Code 54115-5310
Email Address johna@belmark.com	Phone Number (incl. area code) 920-336-2848	Fax Number (incl. area code) 920-336-4577	

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

Name (Ind. Org. or Entity) FLEX LLC	Contact Person John Ambrosius	Title Plant Engineer	
Mailing Address 600 Heritage Road	City De Pere	State WI	ZIP Code 54115-5310
Email Address	Phone Number (incl. area code) 920-336-2848	Fax Number (incl. area code) 920-336-4577	

SECTION 3: Project or Site Location

Project Address/Description 633 Heritage Road - Belmark, Inc. Plant 3 Lunchroom Addition	Parcel No. ED-F0094-3
---	--------------------------

SECTION 4: Project Information

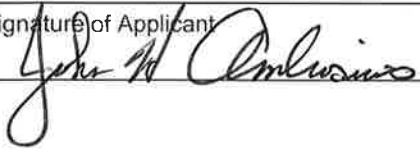
Existing Zoning:	I-1		
Present Use of Parcel:	Industrial		
Proposed Use of Parcel:	Industrial		
Estimated Start Date:	5/21/2020	Estimated Completion Date:	9/1/2020

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) John Ambrosius	Title Plant Engineer	Phone Number 920-336-2848
Signature of Applicant 		Date Signed 4/13/2020

TO BE COMPLETED BY CITY STAFF

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

Attachment: Application Form (From Site Plan) (9728 : Staff recommendation and possible action regarding the release of a 20 foot wide

SITE PLAN DIRECTIONS

Site Plan Review Process

1. Pre-application meeting is held between applicant and City staff.
2. Applicant submits application with supporting documentation.
 - a. Submittal Deadline – two weeks prior to scheduled Plan Commission meeting
3. Staff review, including circulation of plan set to other departments.
 - a. Preliminary staff comments provided to applicant if needed.
 - b. Staff report drafted for Plan Commission meeting.
4. Plan Commission review of the project (4th Monday of every month)
5. City issues a comment letter to applicant with Plan Commission decision.
6. Applicant prepares and submits revised documentation in response to the comment letter.
7. City staff conducts re-review of project.
8. If conditions are substantially satisfied, City staff requests final submittal:
 - a. Auto CAD.dwg file of the site plan only, referenced to the Brown County Coordinate System NAD83, NAV88.
 - b. PDF digital copy of all drawings
 - c. One (1) plan set drawn to an engineering scale no greater than one (1) inch equals one hundred (100) (24x36 preferred)
9. City staff issues Site Plan approval memo to applicant and informs Building Department that permits may be issued.

Site Plan Submittal Package Requirements

1. Completed Application
2. Fee Payment
3. One (1) paper copy of all plans drawn to an engineering scale no greater than 1 to 100' (24 x 36 preferred)
4. One (1) reduced paper copy (11 x 17 preferred)
5. One (1) digital PDF copy

Site Plan Drawings to Include (at a minimum)

- a) Name of project/development
- b) Location of project/development by street address
- c) Name and mailing address of developer/owner
- d) Name of mailing address of engineer/architect
- e) North point indicator
- f) Scale
- g) Boundary lines of property, with dimensions (ALTA survey preferred, and may be required depending on project)
- h) Location, identification, and dimensions of existing and proposed
 - i. Topographic contours at a minimum interval of two feet
 - ii. Adjacent streets and street rights-of-way
 - iii. On site streets and street rights-of-way
 - iv. Utilities and utility easements
 - Electric
 - Natural Gas
 - Telephone

- Water
- Sewer (sanitary and storm)
- Fiber optic lines
- Other transmission lines
- v. All buildings and structures
- vi. Parking facilities
- vii. Water bodies and wetlands
- viii. Surface water holding ponds, drainage ditches, and drainage patterns
- ix. Sidewalks, walkways, and driveways
- x. Off street loading areas and docks
- xi. Fences and retaining walls
- xii. All exterior signs
- xiii. Exterior refuse collection areas
- xiv. Exterior lighting
- xv. Traffic flow on and off site
- i) Landscape Plan and Location of open space
- j) Site statistics, including:
 - i. Total site area (square feet);
 - ii. Impervious/Pervious surface
 - iii. Percent open space (landscape areas)
 - iv. Parking required/Parking provided
 - v. Floor area ratio
- k) Location and dimensions of proposed outdoor display areas
- l) Architectural rendering of the proposed structures and buildings, including:
 - i. All dimensions
 - ii. Gross square footage of existing and proposed buildings and structures
 - iii. Description of all exterior finish materials (include colors)
- m) Erosion control plans
- n) A staging plan for any projects involving more than one phase or construction season which sets forth the chronological order of construction and relates to the proposed uses and structures of various service facilities and estimated completion dates
- o) Other information considered pertinent by city staff and/or the developers (for example, traffic study, three dimensional renderings, et. al.)

RELEASE OF EASEMENT

DOCUMENT NUMBER

1. The undersigned, **CITY OF DE PERE**, releases all right, title, and interest that it may have in a certain 20’ wide ingress and egress easement to the City of De Pere for Storm Water Purposes being part of Lot 1, Volume 60, Certified Survey Maps, Page 91, Map Number 8510, Document Number 2691869, located in part of the Northwest 1/4 of the Northwest 1/4, Section 34, Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin, lying 10.00 feet on each side (20.00 foot total width) of the easement reference line described below:

Record and Return to:
Robert E. Lee & Associates Inc.
1250 Centennial Centre Blvd
Hobart, WI 54155

Tax Key No’s: ED-F0094-1

Commencing at the southwest corner of said Lot 1; thence S89°33’32”E, 30.00 feet on the south line of said Lot 1 to said easement reference line, the **POINT OF BEGINNING**; thence N00°00’00”E, 325.00 feet on said easement reference line; thence 112.37 on the arc of a 110.00 foot radius curve to the right, having a long chord which bears N29°15’57”E, 107.55 feet on said easement reference line; thence 112.37 on the arc of a 110.00 foot radius curve to the left, having a long chord which bears N29°15’57”E, 107.55 feet on said easement reference line; thence N00°00’00”E, 212.81 feet on said easement reference line to the north line of said Lot 1, the Point of Termination.

The sidelines of said 20’ wide easement extend and shorten to intersect the north and south line of said Lot 1.

Said described land contains 15,251 sq. ft. or 0.350 acres of land more or less

2. Attached to this release as Exhibit A is a map showing the 20’ wide ingress and egress easement to the City of De Pere for Storm Water Purposes to which the undersigned is relinquishing its rights.

Dated: _____

By: (Signature) _____

Name: Print _____

Title _____

ACKNOWLEDGMENT

STATE OF WISCONSIN

COUNTY OF _____

This instrument was acknowledged before me on _____ by _____.
Date

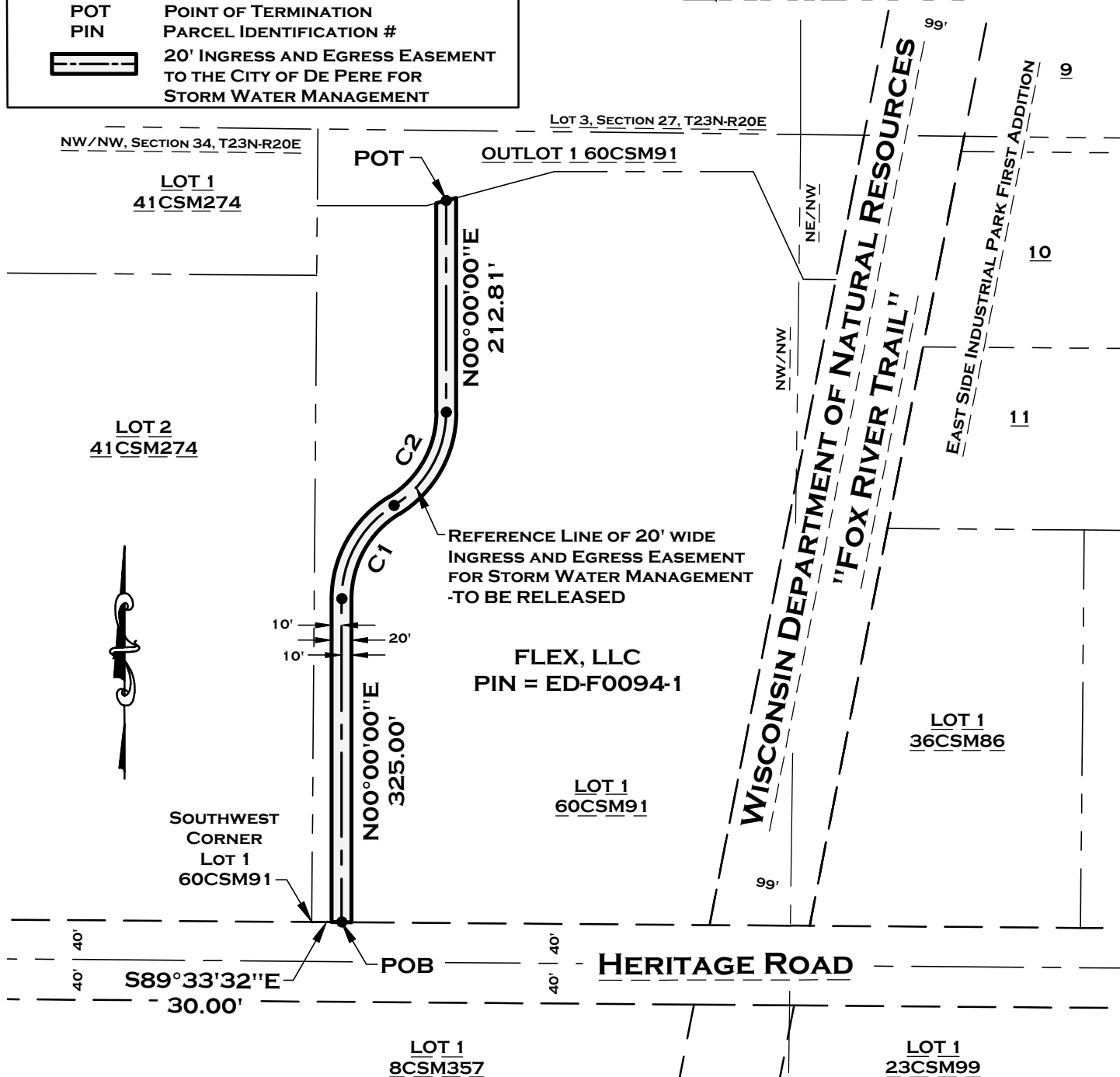
(Name of notary public)
Notary Public, State of Wisconsin
My commission expires:_____

This document was drafted by:
Bryan L. Pfeffer
Robert E. Lee & Associates, Inc.

EXHIBIT A

LEGEND

POB POINT OF BEGINNING
 POT POINT OF TERMINATION
 PIN PARCEL IDENTIFICATION #
 20' INGRESS AND EGRESS EASEMENT
 TO THE CITY OF DE PERE FOR
 STORM WATER MANAGEMENT



CURVE TABLE

CURVE #	DELTA	RADIUS	LENGTH	CHORD DIRECTION	CHORD LENGTH	TANGENT BEARING	SECOND TANGENT BEARING
C1	58°31'54"	110.00'	112.37'	N29°15'57"E	107.55'	N58°31'54"E	N00° 00' 00"E
C2	58°31'54"	110.00'	112.37'	N29°15'57"E	107.55'	N58°31'54"E	N00° 00' 00"E

SCALE: 1" = 150'



BEARINGS ARE REFERENCED TO THE SOUTH LINE OF
 LOT 1, 60CSM91 RECORDED TO BEAR N89°33'32"W



ROBERT E. LEE & ASSOCIATES, INC.
 ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
 1250 CENTENNIAL CENTRE BOULEVARD
 HOBART, WI 54155
 INTERNET: WWW.RELEEINC.COM
 PHONE: (920) 662-9641
 FAX: (920) 662-9141



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

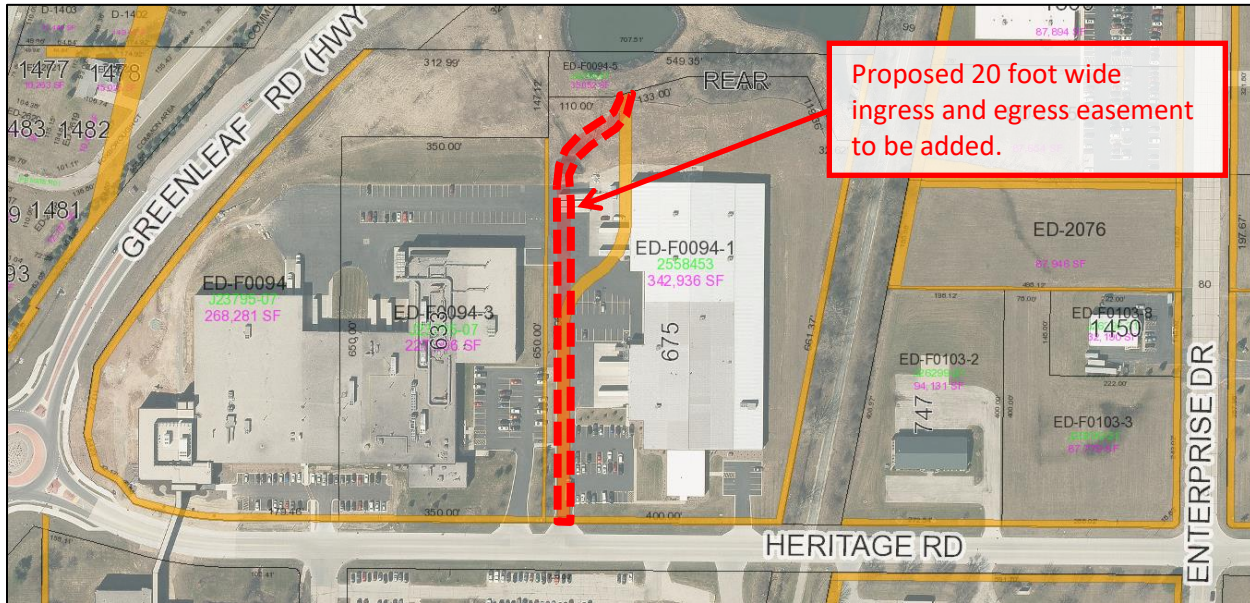
SUBJECT: Staff recommendation and possible action regarding a new 20-foot wide ingress and egress easement at 675 Heritage RD (Parcel ED-F0094-1).*

ATTACHMENTS:

- Report to Plan Commission - New Easement at 675 Heritage RD (DOCX)
- Application Form (From Site Plan) (PDF)
- Easement Document for Recording (PDF)

ITEM 6: Staff recommendation and possible action regarding a new 20-foot wide ingress and egress easement at 675 Heritage RD (Parcel ED-F0094-1).*

SITE MAP



REQUESTED ACTION: New Easement Request.*

The new easement at Belmark Plant #5 is proposed to replace a proposed released easement on the property.

SITE & OWNER DATA: Refer to the previous Agenda Item report for site and owner data.

STAFF REVIEW: On May 26, 2020, the Plan Commission reviewed a site plan for an addition at the north end of Belmark Plant #5. The petitioner is requesting a new (rerouted) 20-foot wide ingress and egress easement, because the existing easement lies partially under the existing building and a proposed building expansion. The easement allows the City to access storm ponds located north of the property. City Development Services and Engineering staff support the request as the released and proposed rerouted easement will be sufficient for City needs. The ingress and egress easement serves the City only and no other utilities.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the new easement request and forwarding the recommendation to the Council for its final approval (any final easement language will be subject to the final approval of the City Attorney's office).

	CITY OF DE PERE APPLICATION FOR SITE PLAN REVIEW	Fee: \$ 305.00
		Receipt #:
	Date:	

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) Belmark, Inc.	Authorized Representative John Ambrosius	Title Plant Engineer	
Mailing Address 600 Heritage Road, P.O. Box 5310	City De Pere	State WI	ZIP Code 54115-5310
Email Address johna@belmark.com	Phone Number (incl. area code) 920-336-2848	Fax Number (incl. area code) 920-336-4577	

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

Name (Ind. Org. or Entity) FLEX LLC	Contact Person John Ambrosius	Title Plant Engineer	
Mailing Address 600 Heritage Road	City De Pere	State WI	ZIP Code 54115-5310
Email Address	Phone Number (incl. area code) 920-336-2848	Fax Number (incl. area code) 920-336-4577	

SECTION 3: Project or Site Location

Project Address/Description 633 Heritage Road - Belmark, Inc. Plant 3 Lunchroom Addition	Parcel No. ED-F0094-3
---	--------------------------

SECTION 4: Project Information

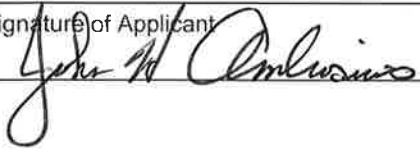
Existing Zoning:	I-1		
Present Use of Parcel:	Industrial		
Proposed Use of Parcel:	Industrial		
Estimated Start Date:	5/21/2020	Estimated Completion Date:	9/1/2020

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) John Ambrosius	Title Plant Engineer	Phone Number 920-336-2848
Signature of Applicant 		Date Signed 4/13/2020

TO BE COMPLETED BY CITY STAFF

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

Attachment: Application Form (From Site Plan) (9727 : Staff recommendation and possible action regarding a new 20-foot wide ingress and

SITE PLAN DIRECTIONS

Site Plan Review Process

1. Pre-application meeting is held between applicant and City staff.
2. Applicant submits application with supporting documentation.
 - a. Submittal Deadline – two weeks prior to scheduled Plan Commission meeting
3. Staff review, including circulation of plan set to other departments.
 - a. Preliminary staff comments provided to applicant if needed.
 - b. Staff report drafted for Plan Commission meeting.
4. Plan Commission review of the project (4th Monday of every month)
5. City issues a comment letter to applicant with Plan Commission decision.
6. Applicant prepares and submits revised documentation in response to the comment letter.
7. City staff conducts re-review of project.
8. If conditions are substantially satisfied, City staff requests final submittal:
 - a. Auto CAD.dwg file of the site plan only, referenced to the Brown County Coordinate System NAD83, NAV88.
 - b. PDF digital copy of all drawings
 - c. One (1) plan set drawn to an engineering scale no greater than one (1) inch equals one hundred (100) (24x36 preferred)
9. City staff issues Site Plan approval memo to applicant and informs Building Department that permits may be issued.

Site Plan Submittal Package Requirements

1. Completed Application
2. Fee Payment
3. One (1) paper copy of all plans drawn to an engineering scale no greater than 1 to 100' (24 x 36 preferred)
4. One (1) reduced paper copy (11 x 17 preferred)
5. One (1) digital PDF copy

Site Plan Drawings to Include (at a minimum)

- a) Name of project/development
- b) Location of project/development by street address
- c) Name and mailing address of developer/owner
- d) Name of mailing address of engineer/architect
- e) North point indicator
- f) Scale
- g) Boundary lines of property, with dimensions (ALTA survey preferred, and may be required depending on project)
- h) Location, identification, and dimensions of existing and proposed
 - i. Topographic contours at a minimum interval of two feet
 - ii. Adjacent streets and street rights-of-way
 - iii. On site streets and street rights-of-way
 - iv. Utilities and utility easements
 - Electric
 - Natural Gas
 - Telephone

- Water
- Sewer (sanitary and storm)
- Fiber optic lines
- Other transmission lines
- v. All buildings and structures
- vi. Parking facilities
- vii. Water bodies and wetlands
- viii. Surface water holding ponds, drainage ditches, and drainage patterns
- ix. Sidewalks, walkways, and driveways
- x. Off street loading areas and docks
- xi. Fences and retaining walls
- xii. All exterior signs
- xiii. Exterior refuse collection areas
- xiv. Exterior lighting
- xv. Traffic flow on and off site
- i) Landscape Plan and Location of open space
- j) Site statistics, including:
 - i. Total site area (square feet);
 - ii. Impervious/Pervious surface
 - iii. Percent open space (landscape areas)
 - iv. Parking required/Parking provided
 - v. Floor area ratio
- k) Location and dimensions of proposed outdoor display areas
- l) Architectural rendering of the proposed structures and buildings, including:
 - i. All dimensions
 - ii. Gross square footage of existing and proposed buildings and structures
 - iii. Description of all exterior finish materials (include colors)
- m) Erosion control plans
- n) A staging plan for any projects involving more than one phase or construction season which sets forth the chronological order of construction and relates to the proposed uses and structures of various service facilities and estimated completion dates
- o) Other information considered pertinent by city staff and/or the developers (for example, traffic study, three dimensional renderings, et. al.)

EASEMENT FOR INGRESS AND EGRESS

DOCUMENT NO.

Document Title

FLEX, LLC, a Limited Liability Company ("Grantor"), hereby grants and conveys to the CITY OF DE PERE, ("Grantee"), its successors and assigns, a perpetual right of way over and across thorough an Easement for ingress and egress on the legally described parcel depicted on Exhibit A attached hereto.

1. **Easement Description.** The Easement is described, and further depicted, on Exhibit A, pages 1 and 2, attached hereto entitled INGRESS / EGRESS EASEMENT.
2. **Purpose and Uses.** The Easement may be used for ingress and egress for vehicular and pedestrian travel to and from the public streets known as Heritage Road to the Storm Water Pond.
3. **Term / Parties Bound.** The term of this Easement shall be permanent and shall run with the land until such time that the owner of both properties mutually agree to terminate or otherwise amend this Easement. This Easement shall be binding upon and for the benefit of, the Grantor and the Grantor's successors and assigns.

THIS SPACE RESERVED FOR RECORDING DATA

NAME AND RETURN ADDRESS

Robert E. Lee & Associates
1250 Centennial Centre Blvd
Hobart, WI 54155

ED-F0094-1

PARCEL IDENTIFICATION NUMBER (PIN)

Dated this _____ day of _____, 2020

Authorized Signature

STATE OF _____ :
COUNTY OF _____ : SS

Personally came before me this ____ day of _____, 2020, the above-named Owner(s) _____ to me known to be the person(s) who signed the foregoing instrument and acknowledged same.

Notary Signature

Notary Printed Name

Notary Public, _____ County, _____
My Commission expires: _____

DRAFTED BY: Scott DeBaker – Robert E. Lee & Associates

EXHIBIT A

INGRESS / EGRESS EASEMENT

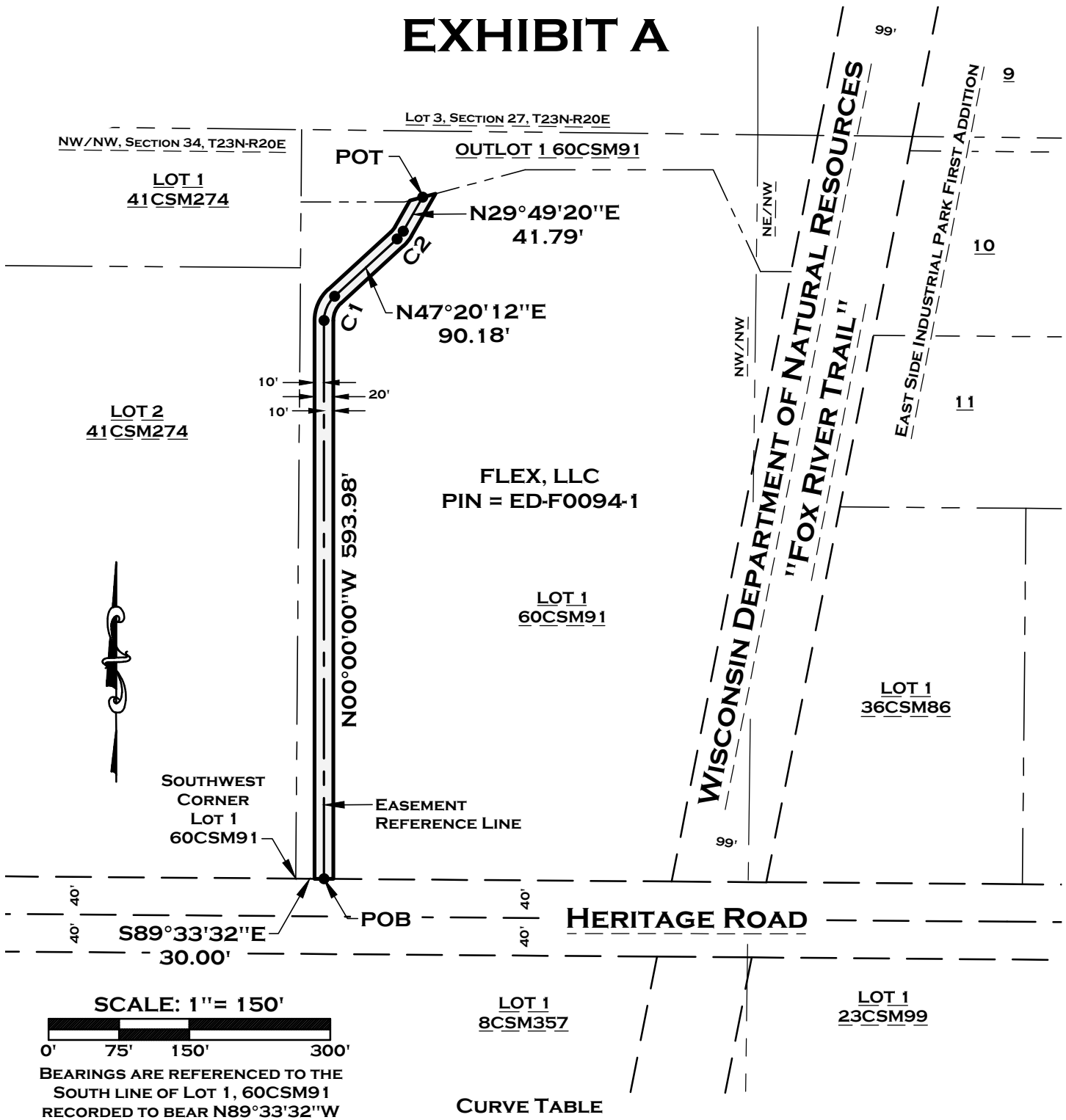
Part of Lot 1, Volume 60, Certified Survey Maps, Page 91, Map Number 8510, Document Number 2691869, located in part of the Northwest 1/4 of the Northwest 1/4, Section 34, Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin, lying 10.00 feet on each side (20.00 foot total width) of the easement reference line described below:

Commencing at the southwest corner of said Lot 1; thence S89°33'32"E, 30.00 feet on the south line of said Lot 1 to said easement reference line, the **POINT OF BEGINNING**; thence N00°00'00"W, 593.98 feet on said easement reference line; thence 28.92 on the arc of a 35.00 foot radius curve to the right, having a long chord which bears N23°40'06"E, 28.10 feet on said easement reference line; thence N47°20'12"E, 90.18 feet on said easement reference line; thence 10.70 on the arc of a 35.00 foot radius curve to the left, having a long chord which bears N38°34'46"E, 10.66 feet on said easement reference line; thence N29°49'20"E, 41.79 feet on said easement reference line to the north line of said Lot 1, the Point of Termination.

The sidelines of said 20.00' wide easement extend and shorten to intersect the north and south line of said Lot 1 and all points of intersection.

Said described land contains 15,311 sq. ft. or 0.352 acres of land more or less

EXHIBIT A



CURVE TABLE

CURVE #	DELTA	RADIUS	LENGTH	CHORD DIRECTION	CHORD LENGTH	TANGENT BEARING	SECOND TANGENT BEARING
C1	47°20'12"	35.00'	28.92'	N23°40'06"E	28.10'	N00°00'00"E	N47°20'12"E
C2	17°30'52"	35.00'	10.70'	N38°34'46"E	10.66'	N47°20'12"E	N29°49'20"E

LEGEND

POB
POT
PIN

POINT OF BEGINNING
POINT OF TERMINATION
PARCEL IDENTIFICATION #



20' INGRESS AND EGRESS EASEMENT
TO THE CITY OF DE PERE FOR
STORM WATER MANAGEMENT



ROBERT E. LEE & ASSOCIATES, INC.

ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD
HOBART, WI 54155
INTERNET: WWW.RELEEINC.COM
PHONE: (920) 662-9641
FAX: (920) 662-9141

R:\3700\3716\3716008\DWG\EASEMENT_NEW STORM.DWG



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action regarding the two-lot replat of the final extraterritorial Carpenter's Crossing South First Addition in the Town of Lawrence (Parcels L-2073, L-2038).*

ATTACHMENTS:

- Memo to Plan Commission & Common Council - RePlat (DOCX)
- Application Form (PDF)
- Final Re-Plat (PDF)
- Former PC Report from 25 Feb 2019 (DOCX)

CITY OF DE PERE MEMO



To: Plan Commission & Common Council
 From: Peter Schleinz, Senior Planner | Zoning Administrator
 Date: June 22, 2020

RE: Consideration and possible action regarding the two-lot replat of the final extraterritorial Carpenter's Crossing South First Addition in the Town of Lawrence (Parcels L-2073, L-2038).*

Summary

On March 5, 2019 Common Council reviewed and approved a final extraterritorial plat in the Town of Lawrence titled, "Carpenter's Crossing South." Outlots 1-2 of the plat were intended for future multifamily use and condominium use. Due to the unavailability of an updated flood study during the 2019 review, both Plan Commission and Common Council suggested that the surveyor review the accuracy of the floodplain and floodway on Outlots 1-2 in order to comply with FEMA maps. The review of the flood study and ESA's were to be facilitated by Brown County Planning and Land Services.

On June 1, 2020 a final replat titled, "Carpenter's Crossing South, First Addition" was submitted to reflect the FEMA map compliance for Brown County review. The renamed replat also establishes former Outlots 1-2 as new buildable Lots 38-39. The same multifamily use and condominium uses are proposed.

Staff Recommendation

Staff recommends that the Plan Commission recommend approval of the final replat, and forward the final replat to Common Council for approval. Approval subject to the following conditions:

1. Meeting all other state and local regulations, including the Town of Lawrence, City of De Pere, and Brown County Planning Commission.
2. The City of De Pere Certificate should be modified to reference Carey E. Danen as "City Clerk," and the certificate should include a line where the Clerk signs and dates the document AND the date the City of De Pere Common Council approved the document.



CITY OF DE PERE

APPLICATION FOR
PLAT REVIEW
 CITY OF DE PERE
 RECEIVED
 JUN 1 2020
 PLANNING DEPT

Fee: \$ 609.00

Receipt #: 152435

Date: 6-01-20

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) Mach IV Engineering & Surveying	Authorized Representative Joel Ehrfurth	Title Principal Engineer	
Mailing Address 2260 Salsche	City Green Bay	State WI	ZIP Code 54313
Email Address jehrfurth@machiv.com	Phone Number (incl. area code) 920 569-5765	Fax Number (incl. area code) 920 569-5767	

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

Name (Ind. Org. or Entity) CCLW, LLC	Contact Person Pat Kaster	Title Owner	
Mailing Address 2170 Velp Ave	City Green Bay	State WI	ZIP Code 54303
Email Address patkaster@riv.com	Phone Number (incl. area code) 920 497-5090	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description Sabal Oak Drive	Parcel No. L-2037 & L-2038
--	-------------------------------

SECTION 4: Plat Review

Review Type:	☒ Preliminary Plat ☐ Final Plat	
Fee:	Preliminary Plat Fee: \$278 + (2 # of lots x \$68) Final Plat Fee: \$195	\$414
Present Use of Parcel:	Vacant	
Proposed Use of Lots:	Residential	

 pd. both prelim +
 final plat fees

Please submit 1 hard copy and 1 PDF copy of the Plat 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.

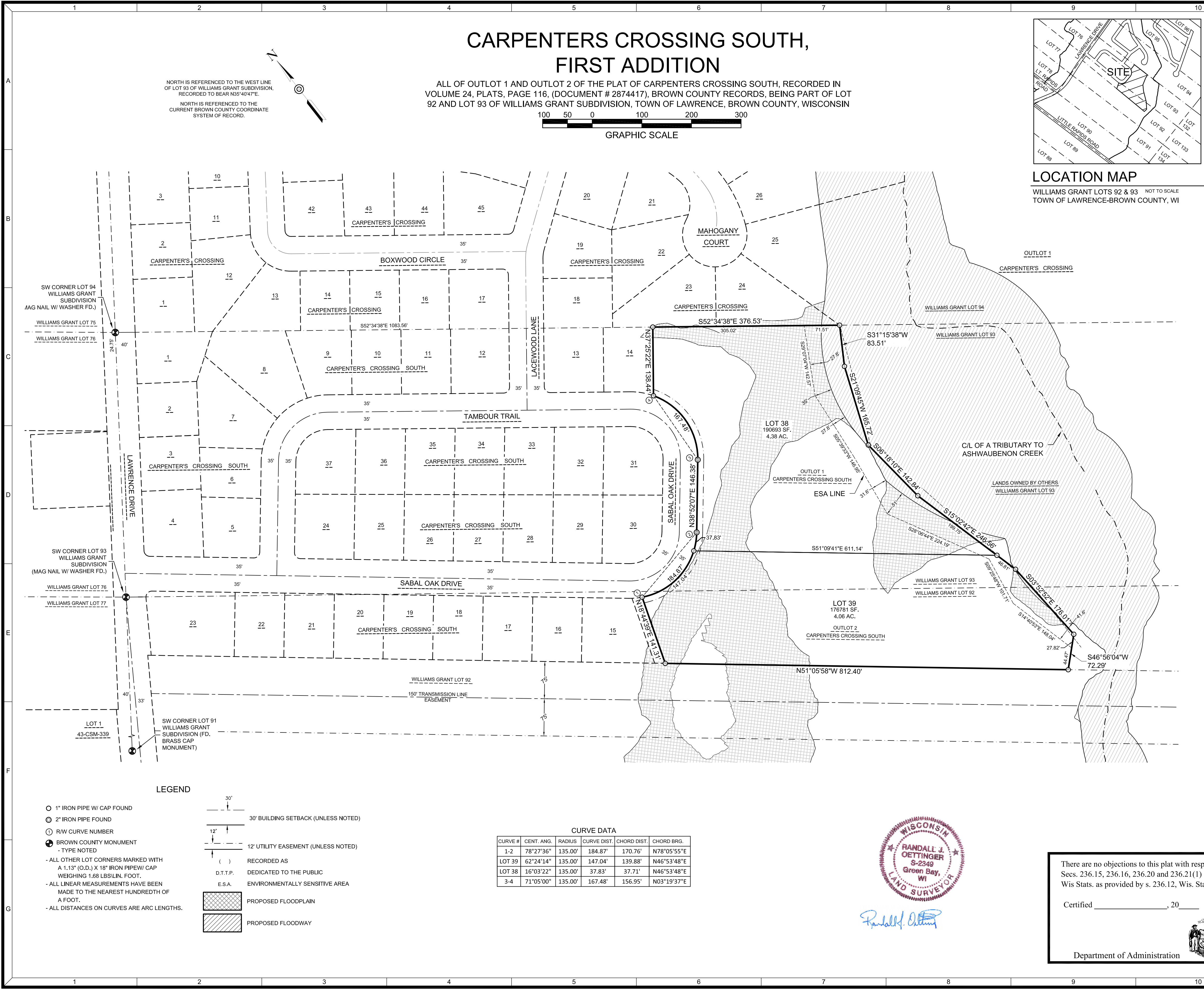
Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print) Joel Ehrfurth	Title Engineer	Phone Number 920 569-5765
Signature of Applicant		Date Signed May 26, 2020

TO BE COMPLETED BY CITY STAFF

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

Attachment: Application Form (9731 : Consideration and possible action regarding the two-lot replat of the final extraterritorial Carpent)



MACHIV

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2260 Salscheider Court Green Bay, WI 54313
PH:920-569-5765; Fax: 920-569-5767
www.mach-iv.com

LOCATION MAP
WILLIAMS GRANT LOTS 92 & 93 NOT TO SCALE
TOWN OF LAWRENCE-BROWN COUNTY, WI

CCLW, LLC
**CARPENTERS CROSSING
SOUTH, FIRST ADDITION**
FINAL PLAT

REVISION DESCRIPTION	
NO.	

DATE: MARCH 20, 2020
DRAFTED BY: RJO
CHECKED BY:
PROJECT NO.: 0023-40-18
DRAWING NUMBER 1545
SHEET NUMBER

There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



Randall J. Oettinger

ALL OF OUTLOT 1 AND OUTLOT 2 OF THE PLAT OF CARPENTERS CROSSING SOUTH, RECORDED IN VOLUME 24, PLATS, PAGE 116, (DOCUMENT # 2874417), BROWN COUNTY RECORDS, BEING PART OF LOT 92 AND LOT 93 OF WILLIAMS GRANT SUBDIVISION, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN



APPROVED FOR THE TOWN OF LAWRENCE THIS _____ DAY OF _____, 20____.

TOWN OF LAWRENCE TREASURER'S CERTIFICATE

CINDY KOCKEN
TOWN TREASURER

APPROVED FOR THE CITY OF DEPERE THIS _____ DAY OF _____, 20____.

BROWN COUNTY PLANNING COMMISSION

APPROVED FOR THE BROWN COUNTY PLAN COMMISSION THIS _____ DAY OF _____, 20____.

DAN TEATERS
SENIOR PLANNER

AS DULY ELECTED BROWN COUNTY TREASURER, I HEREBY CERTIFY THAT THE RECORDS IN OUR OFFICE SHOW NO UNREDEEMED TAXES AND NO UNPAID OR SPECIAL ASSESSMENTS AFFECTING ANY OF THE LANDS INCLUDED IN THIS PLAT AS OF THE DATE LISTED BELOW.

PAUL ZELLER DATE
BROWN COUNTY TREASURER

I, RANDALL J. OETTINGER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF CHAPTER 236, WISCONSIN STATUTES, AND THE SUBDIVISION REGULATIONS OF THE TOWN OF LAWRENCE AND THE BROWN COUNTY PLANNING COMMISSION AND UNDER THE DIRECTION OF THE OWNERS LISTED HEREON, I HAVE SURVEYED AND MAPPED "CARPENTERS CROSSING SOUTH, FIRST ADDITION", AND THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED AND IS MORE FULLY DESCRIBED AS FOLLOWS:

ALL OF OUTLOT 1 AND OUTLOT 2 OF THE PLAT OF CARPENTER'S CROSSING SOUTH, RECORDED IN VOLUME 24, PLATS, PAGE 116, (DOCUMENT # 2874417), BROWN COUNTY RECORDS, BEING PART OF LOT 92 AND LOT 93 OF WILLIAMS GRANT SUBDIVISION, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

PARCEL CONTAINS 367,474 S.F. \ 8.44 AC., MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

RANDALL J. OETTINGER PLS-2349
DATE: MAY 20, 2020



- 1) SIDE YARD SETBACK IS 10 FEET FOR ALL LOTS.
- 2) REAR YARD SETBACK IS 25 FEET FOR LOTS.

3) THE PROPERTY OWNERS, AT THE TIME OF CONSTRUCTION, SHALL IMPLEMENT THE APPROPRIATE SOIL EROSION CONTROL METHODS OUTLINED IN THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES, "WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK" TO PREVENT SOIL EROSION. HOWEVER, IF AT THE TIME OF CONSTRUCTION THE VILLAGE HAS AN ADOPTED SOIL EROSION CONTROL ORDINANCE, IT SHALL GOVERN OVER THIS REQUIREMENT. THIS PROVISION APPLIES TO ANY GRADING, CONSTRUCTION, OR INSTALLATION-RELATED ACTIVITIES.

1) THE LAND ON ALL SIDE AND REAR LOT LINES OF ALL LOTS SHALL BE GRADED BY THE LOT OWNER AND MAINTAINED BY THE ABUTTING PROPERTY OWNERS TO PROVIDE FOR ADEQUATE DRAINAGE OF SURFACE WATER.

LA ENTERPRISES, LLC, A CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF WISCONSIN, MORTGAGEE OF THE ABOVE DESCRIBED LAND, DOES HEREBY CONSENT TO THE SURVEYING AND MAPPING OF THE LAND DESCRIBED ON THIS PLAT AND DOES HEREBY CONSENT TO THE ABOVE CERTIFICATE OF CCLW, LLC, OWNER.

IN WITNESS WHEREOF, LA ENTERPRISES, LLC HAS CAUSED THESE PRESENTS TO BE SIGNED BY _____, ITS _____ AND COUNTERSIGNED BY _____.

(print name #1 above) (print title #1 above) (print name #2 above)

Its _____ at _____, this _____ day of _____.

(print title #2 above) (city) (state) (day) (month) (year)

(signature #1) _____ (signature #2) _____

(print name #1) _____ (print name #2) _____

(print title #1) _____ (print title #2) _____

PERSONALLY CAME BEFORE ME THIS ____ DAY OF _____, _____, THE ABOVE NAMED OFFICERS OF SAID
(day) (month) (year)

CORPORATION TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND TO ME KNOWN TO BE SUCH OFFICERS OF SAID CORPORATION, AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH OFFICERS AS THE DEED OF SAID CORPORATION, BY ITS AUTHORITY.

NOTARY PUBLIC MY COMMISSION EXPIRES

STATE OF WISCONSIN] ss
COUNTY OF _____]

CCLW, LLC, A LIMITED LIABILITY COMPANY DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, DOES HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON CARPENTERS CROSSING SOUTH, FIRST ADDITION TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED HEREON. CCLW, LLC ALSO CERTIFIES THAT THIS PLAT IS REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

TOWN OF LAWRENCE
CITY OF DEPERE
BROWN COUNTY PLANNING COMMISSION
DEPARTMENT OF ADMINISTRATION

IN WITNESS WHEREOF, THE SAID CCLW, LLC HAS CAUSED THESE PRESENTS TO BE SIGNED BY PATRICIA A. KASTER, ITS MANAGING MEMBERS, ON THIS _____ DAY OF _____, 20__.

PATRICIA A. KASTER
MANAGING MEMBER - CCLW, LLC

PERSONALLY CAME BEFORE ME THIS ____ DAY OF _____, 20____, THE ABOVE NAMED MANAGERS OF SAID LIMITED LIABILITY COMPANY AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH MANAGER AS THE DEED OF SAID LIMITED LIABILITY COMPANY, BY ITS AUTHORITY.

NOTARY PUBLIC MY COMMISSION EXPIRES _____

STATE OF WISCONSIN]
] ss

AN EASEMENT FOR ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY:

CCLW, LLC, A LIMITED LIABILITY COMPANY, GRANTOR, TO:

THE TOWN OF LAWRENCE, GRANTEE;
WISCONSIN PUBLIC SERVICE CORPORATION, A WISCONSIN CORPORATION, GRANTEE;
NORTHEAST TELEPHONE COMPANY, LLC, GRANTEE;
WISCONSIN BELL INC., D/B/A AT&T WISCONSIN, A WISCONSIN CORPORATION, GRANTEE;
BROWN COUNTY C-LEC, LLC, GRANTEE;
TIME WARNER CABLE, INC., GRANTEE;

THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, TO CONSTRUCT, INSTALL, OPERATE, REPAIR, MAINTAIN AND REPLACE FROM TIME TO TIME, FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY AND ELECTRIC ENERGY, NATURAL GAS, TELEPHONE AND CABLE TV FACILITIES FOR SUCH PURPOSES AS THE SAME IS NOW OR MAY HEREAFTER BE USED, ALL IN, OVER, UNDER, ACROSS, ALONG AND UPON THE PROPERTY SHOWN WITHIN THOSE AREAS ON THE PLAT DESIGNATED AS "UTILITY EASEMENT AREAS" AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHT TO INSTALL SERVICE CONNECTIONS UPON, ACROSS WITHIN AND BENEATH THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS, THERON, OR ON ADJACENT LOTS; ALSO THE RIGHT TO TRIM OR CUT DOWN TREES, BRUSH AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. THE GRANTEES AGREE TO RESTORE OR CAUSE TO HAVE RESTORED, THE PROPERTY, AS NEARLY AS IS REASONABLY POSSIBLE, TO THE CONDITION EXISTING PRIOR TO SUCH ENTRY BY THE GRANTEES OR THEIR AGENTS. THIS RESTORATION, HOWEVER, DOES NOT APPLY TO THE INITIAL INSTALLATION OF SAID UNDERGROUND AND/OR ABOVE GROUND ELECTRIC FACILITIES, NATURAL GAS FACILITIES, OR TELEPHONE AND CABLE TV FACILITIES OR TO ANY TREES, BRUSH OR ROOTS WHICH MAY BE REMOVED AT ANY TIME PURSUANT TO THE RIGHTS HEREIN GRANTED. STRUCTURES SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE LINES MARKED "UTILITY EASEMENT AREAS" WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED BY MORE THAN SIX INCHES WITHOUT WRITTEN CONSENT OF GRANTEES.

THE GRANT OF EASEMENT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIRS, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

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www.mach-iv.com

CCLW, LLC

CARPENTERS CROSSING SOUTH, FIRST ADDITION

FINAL PLAT

REVISION DESCRIPTION

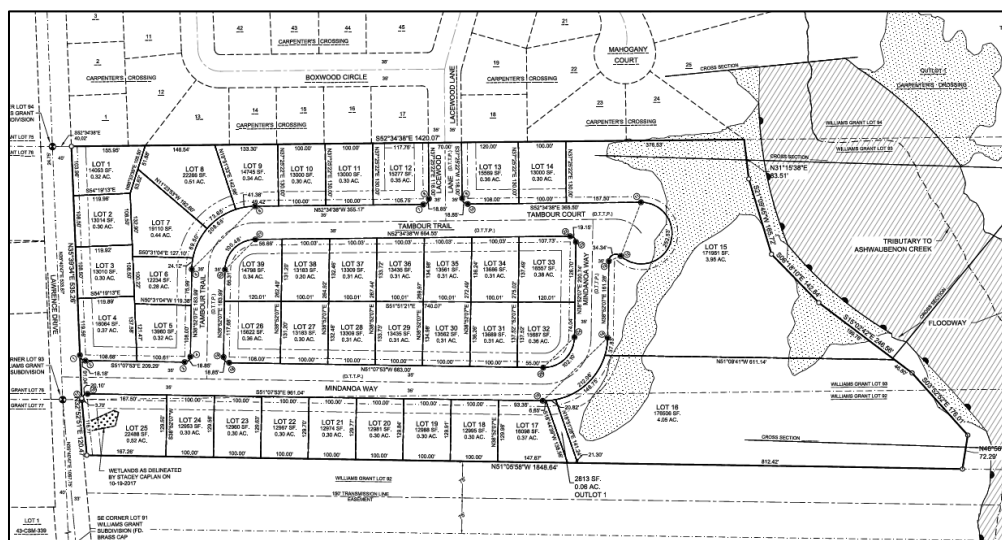
2

- ITEM 3:** Recommendation regarding a Proposed Extraterritorial 39 Lot and 1 Outlot final plat of Carpenter's Crossing South at 2700 BLK Lawrence Drive in the Town of Lawrence (Part of Parcels L-474 & L-475). Submitted by Joel Ehrfurth, PLS, Mach IV Engineering, authorized representative for Town of Lawrence, property owner.*

SITE MAP



PROPOSED FINAL PLAT AREA



REQUESTED ACTION: Extraterritorial Final Plat Approval.

COMMON DESCRIPTION: 2700 BLK Lawrence Drive, located between Mahogany Trail and Little Rapids Road in the Town of Lawrence.

PARCEL NUMBER(S): Part of Parcels L-474 & L-475

EXISTING ZONING: Agricultural-Farmland Preservation District (AG-FP) for Town of Lawrence (formerly Exclusive Agriculture District). Proposed for residential development.

SURROUNDING LAND USES: Residential to the north.
Agricultural to the south, east, and west, some residential to the west.

COMPREHENSIVE PLAN: Residential for Town of Lawrence.

APPLICANT/OWNER NAME: Joel Ehrfurth Town of Lawrence
Authorized representative Property owner
Mach IV Engineering 2400 Shady Court
2260 Salscheider Court De Pere, WI 54115
Green Bay, WI 54313

SITE HISTORY: After a review of air photographs, the site has remained vacant for agricultural use since 1938.

In January 2019, both a CSM and a preliminary plat were submitted to the City for review for the same subject area. The intent of the CSM is to divide a portion of the Town owned land, which is necessary to create the boundary for the residential plat development. Plan Commission and Common Council approved both the CSM and preliminary plat on February 5, 2019.

The land division is within the Sewer Service Area for the Town of Lawrence. There are known environmentally sensitive areas (floodplain & wetlands) on the property, which will be addressed by Brown County Planning Commission.

STAFF REVIEW:

When reviewing a final plat, staff considers State Statutes 236 Sections 46-3 through 46-7 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.

- An area of platted land was broken off from the two unplatted remnant parcels when the preliminary plat was reviewed. The unplatted remnants are outlined in blue on the Site Map for this report.
- The property has one outlot that is proposed to become part of a public park/trail system
- Lots 1-4 & 17-39 are proposed for single family residential use.
- Lot 15 is a proposed twelve unit condominium site and Lot 16 is a proposed multifamily site.
- The street pattern provides a connection to Lawrence Drive and to the existing residential area to the north via Lacewood Lane.
- The lots exceed the City Municipal Code minimum requirements for a lot size of 8,000 square feet and street frontage of 75 feet, in anticipation of future residential development.
- There is one issue that must be addressed for the CSM:
 - The City of De Pere Certificate should be modified to reference the date the Clerk/Treasurer signs the document AND the date the City of De Pere approved the document.

In summary, the final extraterritorial plat meets the criteria of State Statutes 236 and Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code. The proposed land division does not impact the Comprehensive Plan negatively. The proposed lot size, street frontage, and setbacks meet the City's subdivision requirements for extra territorial plats.

REVIEW PROCESS:

For extraterritorial final plat petitions, the Plan Commission provides either an approval, rejection with reason, or approval with conditions decision. The Common Council also reviews final extraterritorial plats. The Common Council is expected to review the City plat on March 5, 2019.

**STAFF
RECOMMENDATION:**

Staff recommends APPROVAL of the final extraterritorial plat and forwarding the plat to the Common Council for final approval, subject to:

1. Meeting all other state and local regulations, including the Town of Lawrence, City of De Pere, and Brown County Planning Commission.
2. The City of De Pere Certificate should be modified to reference the date the Clerk/Treasurer signs the document AND the date the City of De Pere approved the document.

The following three items are suggestions that are typically not reviewed

- The street name label for Tambour Court should be moved to the right, like in the preliminary, as it incorrectly names Tambour Trail.
- Consider the purpose and need for the Tambour Court right-of-way bulb as it appears to be unnecessary on the plat for a condominium site. Consider removing the right-of-way, if possible.
- Review the accuracy of the floodplain in Lots 15-16 with Brown County as it appears to be inconsistent with FEMA maps.

LEGEND

- 1. Private Use Only (shaded area)
- 2. Public Use Only (hatched area)
- 3. Private Use Only (dotted area)
- 4. Public Use Only (cross-hatched area)
- 5. Private Use Only (diagonal lines)
- 6. Public Use Only (horizontal lines)
- 7. Private Use Only (vertical lines)
- 8. Public Use Only (wavy lines)
- 9. Private Use Only (stippled area)
- 10. Public Use Only (solid black area)

TABLE OF LOT AREAS

LOT	AREA (AC)	AREA (SQ FT)
1	0.10	6,912
2	0.10	6,912
3	0.10	6,912
4	0.10	6,912
5	0.10	6,912
6	0.10	6,912
7	0.10	6,912
8	0.10	6,912
9	0.10	6,912
10	0.10	6,912
11	0.10	6,912
12	0.10	6,912
13	0.10	6,912
14	0.10	6,912
15	0.10	6,912
16	0.10	6,912
17	0.10	6,912
18	0.10	6,912
19	0.10	6,912
20	0.10	6,912
21	0.10	6,912
22	0.10	6,912
23	0.10	6,912
24	0.10	6,912
25	0.10	6,912
26	0.10	6,912
27	0.10	6,912
28	0.10	6,912
29	0.10	6,912
30	0.10	6,912
31	0.10	6,912
32	0.10	6,912

TABLE OF LOT DIMENSIONS

LOT	WIDE (FT)	DEEP (FT)
1	100	100
2	100	100
3	100	100
4	100	100
5	100	100
6	100	100
7	100	100
8	100	100
9	100	100
10	100	100
11	100	100
12	100	100
13	100	100
14	100	100
15	100	100
16	100	100
17	100	100
18	100	100
19	100	100
20	100	100
21	100	100
22	100	100
23	100	100
24	100	100
25	100	100
26	100	100
27	100	100
28	100	100
29	100	100
30	100	100
31	100	100
32	100	100

MACH

MANAGEMENT AND CONSTRUCTION

2260 Southview Circle
Wauwatosa, WI 53190
Tel: 414.333.3333 Fax: 414.333.3333

COLLW, LLC

CARPENTER'S CROSSING SOUTH

FINAL PLAN

SECTION DESCRIPTION

DATE: JANUARY 31, 2018

DRAWN BY: RUD

CHECKED BY:

PROJECT NO: 2018-015

DRAWING NUMBER: 1454

SHEET NUMBER:

There are no objections to this plan with respect to the 234.15, 234.16, 234.20 and 234.21(1) and (2), Wis. Stats. as provided by a 234.23, Wis. Stats.

Certified

Department of Administration

Attachment: Former PC Report from 25 Feb 2019 (9731 : Consideration and possible action regarding the two-lot replat of the final



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Staff recommendation and possible action regarding a Proposed 2 Lot Certified Survey Map at 760-780 Millennium CT (Parcels ED-2313-1, ED-2314).*

ATTACHMENTS:

- 06-22-20 Plan Commission Report - CSM on Millennium CT (DOCX)
- Preliminary CSM (PDF)

REQUESTED ACTION:	Certified Survey Map Review
COMMON DESCRIPTION:	760-780 Millennium CT, located southwest from the Millennium CT and Enterprise DR intersection.
PARCEL NUMBER(S):	ED-2313-1, ED-2314
EXISTING ZONING:	I-3 (General Industrial District)
SURROUNDING LAND USES:	Industrial (I-3) to the north, east and west. Agricultural (I-3) to the south.
COMPREHENSIVE PLAN:	Industrial Park.
APPLICANT/OWNER:	City of De Pere Applicant and Property Owner 335 S. Broadway Street De Pere, WI 54115
SITE HISTORY:	The City owned site has been used for agricultural purposes since at least 1938. In 2020, agreements were discussed with a potential purchaser of proposed Lot 1 for use as a pet kennel / training facility. Proposed Lot 1 already exists but is not large enough for the purchaser's needs. Thus, the dividing property line between the lots is proposed to shift 57.4 feet to the east.
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 purpose of the CSM is to shift the property line between the two lots 57.4 feet to the east. ○ Lot 1 will increase from 1.1 acres to 1.5 acres in size. ○ Lot 2 will decrease from 1.7 acres to 1.4 acres in size. • Both lots remain in City ownership, with an expectation that Lot 1 may sell in the near future. There are 3 issues that must be addressed for the CSM, which are listed in the Staff Recommendation. 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. The proposed land division provides opportunities for development and does not impact the Comprehensive Plan negatively. The proposed lot sizes, street frontages, and setbacks meet City requirements.

REVIEW PROCESS:

For City certified survey map petitions the Plan Commission provides either an approval, rejection with reason, or approval with conditions decision. The Common Council also reviews and provides a final decision of approval or rejection when the CSM includes public dedications and/or City-owned property. Common Council is expected to take action on July 7, 2020.

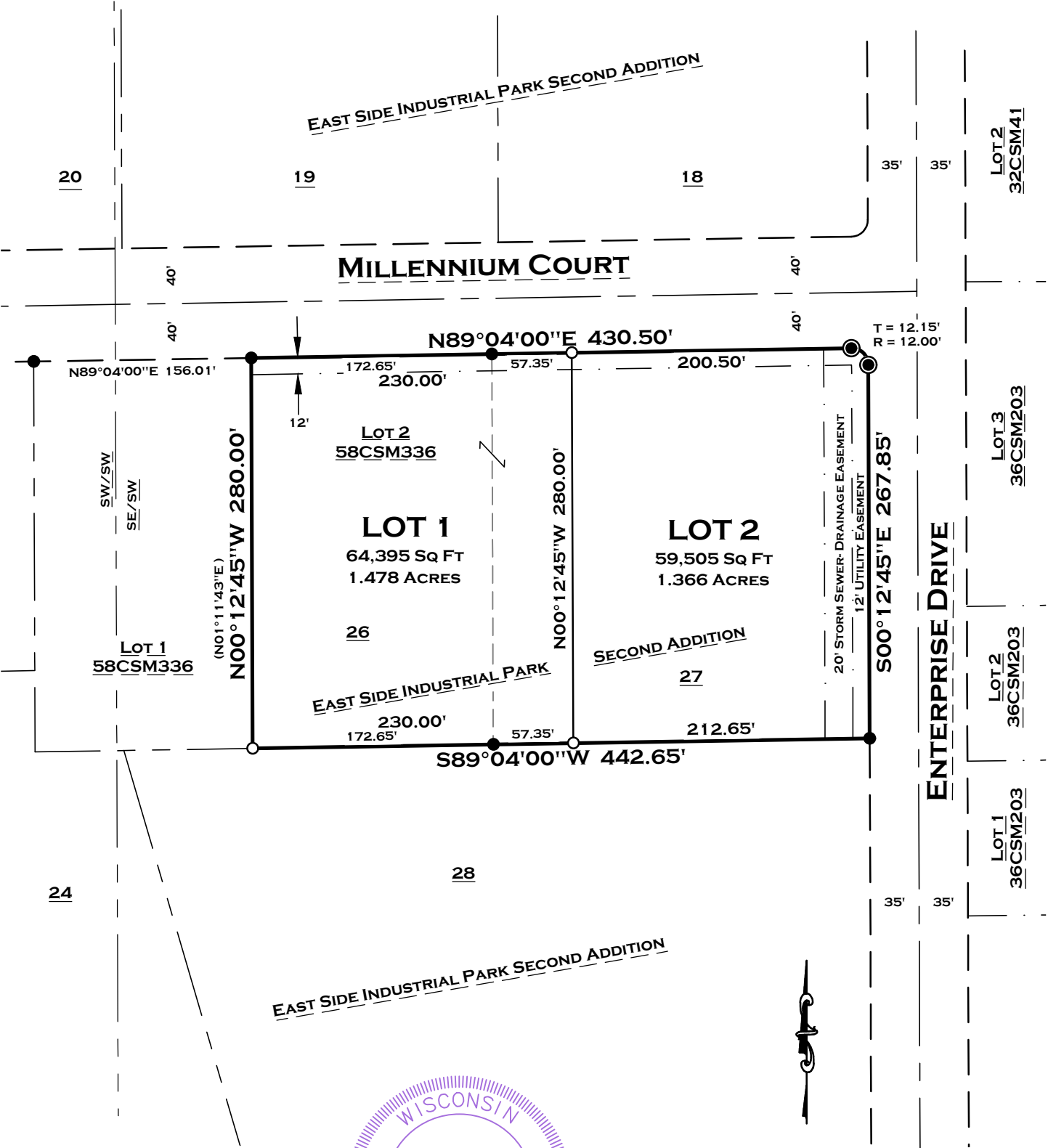
STAFF RECOMMENDATION:

Staff recommends APPROVAL of the certified survey map, subject to:

1. Meeting all other state and local regulations.
2. In the City Certificate, remove the word *"/Treasurer"* from the signature line.
3. Remove the City from the Treasurer's Certificate. If Statutes require a city signature, update the signature line to read *"Joe Zegers, City of De Pere Treasurer."*

CERTIFIED SURVEY MAP

ALL OF LOT 2, VOLUME 58, CERTIFIED SURVEY MAPS, PAGE 336, MAP NUMBER 8365, DOCUMENT NUMBER 2645522, BEING PART OF LOT 26, EAST SIDE INDUSTRIAL PARK SECOND ADDITION, VOLUME 21, PLATS, PAGE 57, DOCUMENT NUMBER 1701384 AND ALL OF LOT 27 OF SAID EAST SIDE INDUSTRIAL PARK SECOND ADDITION, ALL LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN



- LEGEND
- 1" IRON PIPE FOUND
 - ⦿ 2" IRON PIPE FOUND
 - SET 1" X 18" IRON PIPE WITH CAP WEIGHING 1.38 LBS./LIN. FT.
 - () PREVIOUSLY RECORDED BEARING

SCALE: 1"= 100'

0'

50'

100'

200'

BEARINGS ARE REFERENCED TO THE WEST
RIGHT OF WAY OF ENTERPRISE DRIVE
RECORDED TO BEAR S00°12'45"E



ROBERT E. LEE & ASSOCIATES, INC.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD
HOBART, WI 54155
INTERNET: WWW.RELEEINC.COM

Attachment: Preliminary CSM (9732 : Staff recommendation and possible action regarding a Proposed 2 Lot Certified Survey Map at 760-780)

CERTIFIED SURVEY MAP

ALL OF LOT 2, VOLUME 58, CERTIFIED SURVEY MAPS, PAGE 336, MAP NUMBER 8365, DOCUMENT NUMBER 2645522, BEING PART OF LOT 26, EAST SIDE INDUSTRIAL PARK SECOND ADDITION, VOLUME 21, PLATS, PAGE 57, DOCUMENT NUMBER 1701384 AND ALL OF LOT 27 OF SAID EAST SIDE INDUSTRIAL PARK SECOND ADDITION, ALL LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, BRYAN L. PFEFFER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT BY THE ORDER AND UNDER THE DIRECTION OF PETER SCHLEINZ, CITY PLANNER, CITY OF DE PERE, I HAVE SURVEYED, MAPPED AND DIVIDED ALL OF LOT 2, VOLUME 58, CERTIFIED SURVEY MAPS, PAGE 336, MAP NUMBER 8365, DOCUMENT NUMBER 2645522, BEING PART OF LOT 26, EAST SIDE INDUSTRIAL PARK SECOND ADDITION, VOLUME 21, PLATS, PAGE 57, DOCUMENT NUMBER 1701384 AND ALL OF LOT 27 OF SAID EAST SIDE INDUSTRIAL PARK SECOND ADDITION, ALL LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

SAID PARCEL CONTAINS 123,900 SQUARE FEET OR 2.844 ACRES OF LAND MORE OR LESS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

THAT THE WITHIN MAP IS A TRUE AND CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND AND THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES IN THE SURVEYING, MAPPING AND DIVIDING OF THE SAME.

DATED THIS 13TH DAY OF MAY, 2020.


BRYAN L. PFEFFER PLS #2924
ROBERT E. LEE & ASSOCIATES, INC.



RESTRICTIVE COVENANTS:

1. THE LAND ON ALL LOT LINES OF ALL LOTS SHALL BE GRADED BY THE SUBDIVIDER AND MAINTAINED BY THE ABUTTING PROPERTY OWNERS TO PROVIDE FOR THE ADEQUATE DRAINAGE OF SURFACE WATER.
2. 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.
3. THE LAND IN THE REAR AND THE SIDES OF ALL LOTS SHALL NOT BE GRADED IN SUCH A MANNER AS TO INTERFERE WITH THE DRAINAGE OF STORM WATER.

Attachment: Preliminary CSM (9732 : Staff recommendation and possible action regarding a Proposed 2 Lot Certified Survey Map at 760-780)



ROBERT E. LEE & ASSOCIATES, INC.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD
HOBART, WI 54155 PHONE:(920) 662-9641
INTERNET: WWW.RELEEINC.COM FAX:(920) 662-9141

CERTIFIED SURVEY MAP

ALL OF LOT 2, VOLUME 58, CERTIFIED SURVEY MAPS, PAGE 336, MAP NUMBER 8365, DOCUMENT NUMBER 2645522, BEING PART OF LOT 26, EAST SIDE INDUSTRIAL PARK SECOND ADDITION, VOLUME 21, PLATS, PAGE 57, DOCUMENT NUMBER 1701384 AND ALL OF LOT 27 OF SAID EAST SIDE INDUSTRIAL PARK SECOND ADDITION, ALL LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

CITY OF DE PERE, A MUNICIPALITY DULY ORGANIZED AND EXISTING UNDER AND BY THE VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID MUNICIPALITY CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, MAPPED AND DIVIDED AS REPRESENTED ON THIS MAP. THE CITY OF DE PERE DOES FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S-236.34 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: CITY OF DE PERE

JAMES BOYD
MAYOR, CITY OF DE PERE

DATE _____

STATE OF WISCONSIN)
BROWN COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2020, THE ABOVE NAMED TO ME KNOWN TO BE THE SAME PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN

(PRINT NAME).

MY COMMISSION EXPIRES:_____

CITY OF DE PERE APPROVAL CERTIFICATE:

APPROVED BY THE CITY OF DE PERE COMMON COUNCIL ON THIS _____ DAY OF _____, 2020.

CAREY E. DANEN, CLERK/TREASURER

DATE _____

TREASURER'S CERTIFICATE:

AS DULY APPOINTED/ELECTED CITY OF DE PERE AND BROWN COUNTY TREASURER, WE HEREBY CERTIFY THAT THE RECORDS IN OUR OFFICE SHOW NO UNREDEEMED TAXES AND NO UNPAID OR SPECIAL ASSESSMENTS AFFECTING ANY OF THE LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP AS OF THE DATE LISTED BELOW.

CAREY E. DANEN
CITY OF DE PERE TREASURER

DATE _____

PAUL ZELLER
BROWN COUNTY TREASURER

DATE _____



5/13/2020



ROBERT E. LEE & ASSOCIATES, INC.

ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD
HOBART, WI 54155 **PHONE:(920) 662-9641**
INTERNET: WWW.RELEEINC.COM **FAX:(920) 662-9141**



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: June 22, 2020

DEPARTMENT: Planning

FROM: Peter Schleinz

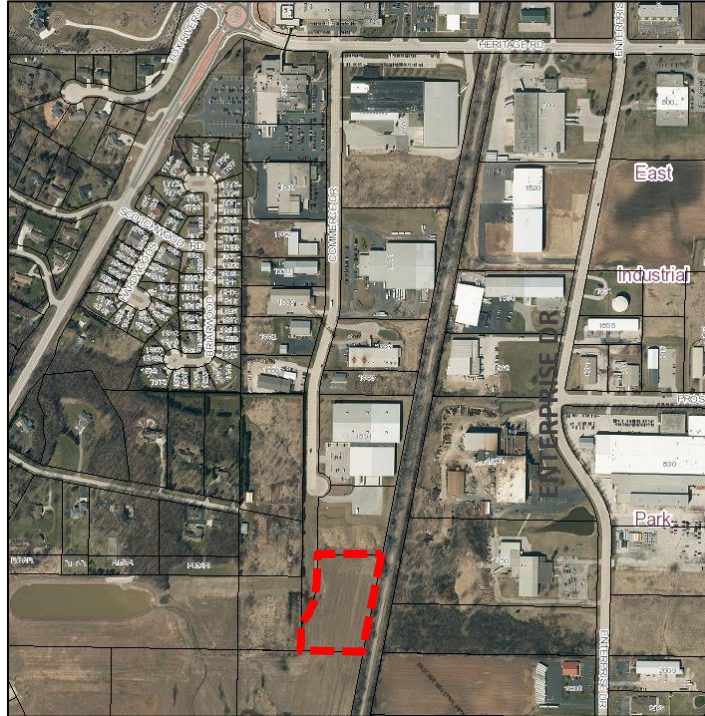
SUBJECT: Staff recommendation and possible action regarding a Proposed 1 Lot and 1 Outlot Certified Survey Map at 1900 BLK Commerce DR (Parcel ED-344-102-5).*

ATTACHMENTS:

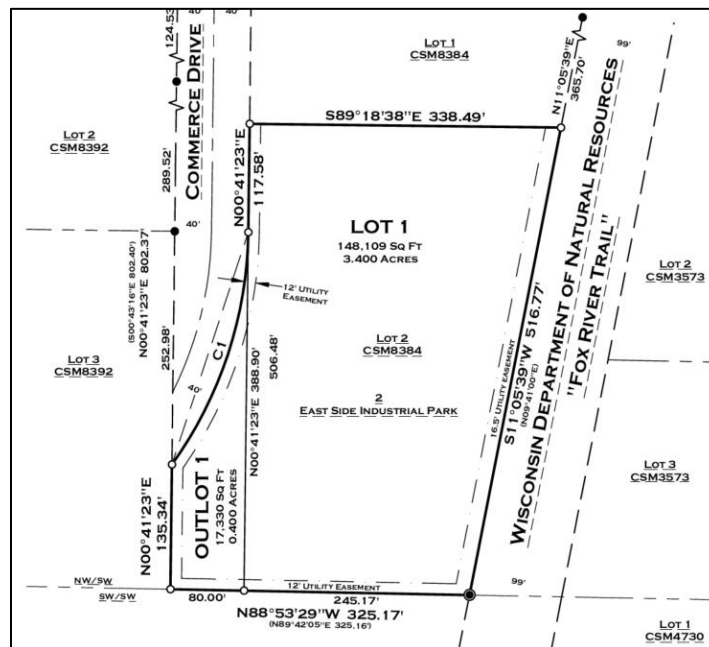
- 06-22-20 Plan Commission Report - CSM on Commerce DR (DOCX)
- Preliminary CSM (PDF)

ITEM 9: Staff recommendation and possible action regarding a Proposed 1 Lot and 1 Outlot Certified Survey Map at 1900 BLK Commerce DR (Parcel ED-344-102-5).*

SITE MAP



PROPOSED CERTIFIED SURVEY MAP AREA



REQUESTED ACTION:	Certified Survey Map Review
COMMON DESCRIPTION:	1900 BLK Commerce DR, located at the southernmost end of the Commerce DR right-of-way (south and east from the paved cul-de-sac).
PARCEL NUMBER(S):	ED-344-102-5
EXISTING ZONING:	I-3 (General Industrial District)
SURROUNDING LAND USES:	Industrial (I-3) to the north. City compost site & agricultural (I-1) to the south. Fox River State Recreational Trail (R-2) and Industrial (I-3) to the east. Residential (Town of Ledgeview) to the west.
COMPREHENSIVE PLAN:	Industrial Park.
APPLICANT/OWNER:	City of De Pere Applicant and Property Owner 335 S. Broadway Street De Pere, WI 54115
SITE HISTORY:	The City owned site has been used for agricultural purposes since at least 1938. In 2020, agreements were discussed for the relocation of Song Industries from 1862 Commerce DR to subject Lot 1. The outlot has been created to reserve lands for a potential extension of the Commerce DR right-of-way.
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 purpose of the CSM is to retain a developable lot with an outlot that may be used as future right-of-way. ○ If the outlot is deemed unnecessary for right-of-way in the future the outlot may be attached back to Lot 1. • The lot and outlot remain in City ownership, with an expectation that Lot 1 may sell in the near future. There are 3 issues that must be addressed for the CSM, which are listed in the Staff Recommendation. 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. The proposed land division provides opportunities for development and does not impact the Comprehensive Plan negatively. The proposed lot sizes, street frontages, and setbacks meet City requirements.

REVIEW PROCESS:

For City certified survey map petitions the Plan Commission provides either an approval, rejection with reason, or approval with conditions decision. The Common Council also reviews and provides a final decision of approval or rejection when the CSM includes public dedications and/or City-owned property. Common Council is expected to take action on July 7, 2020.

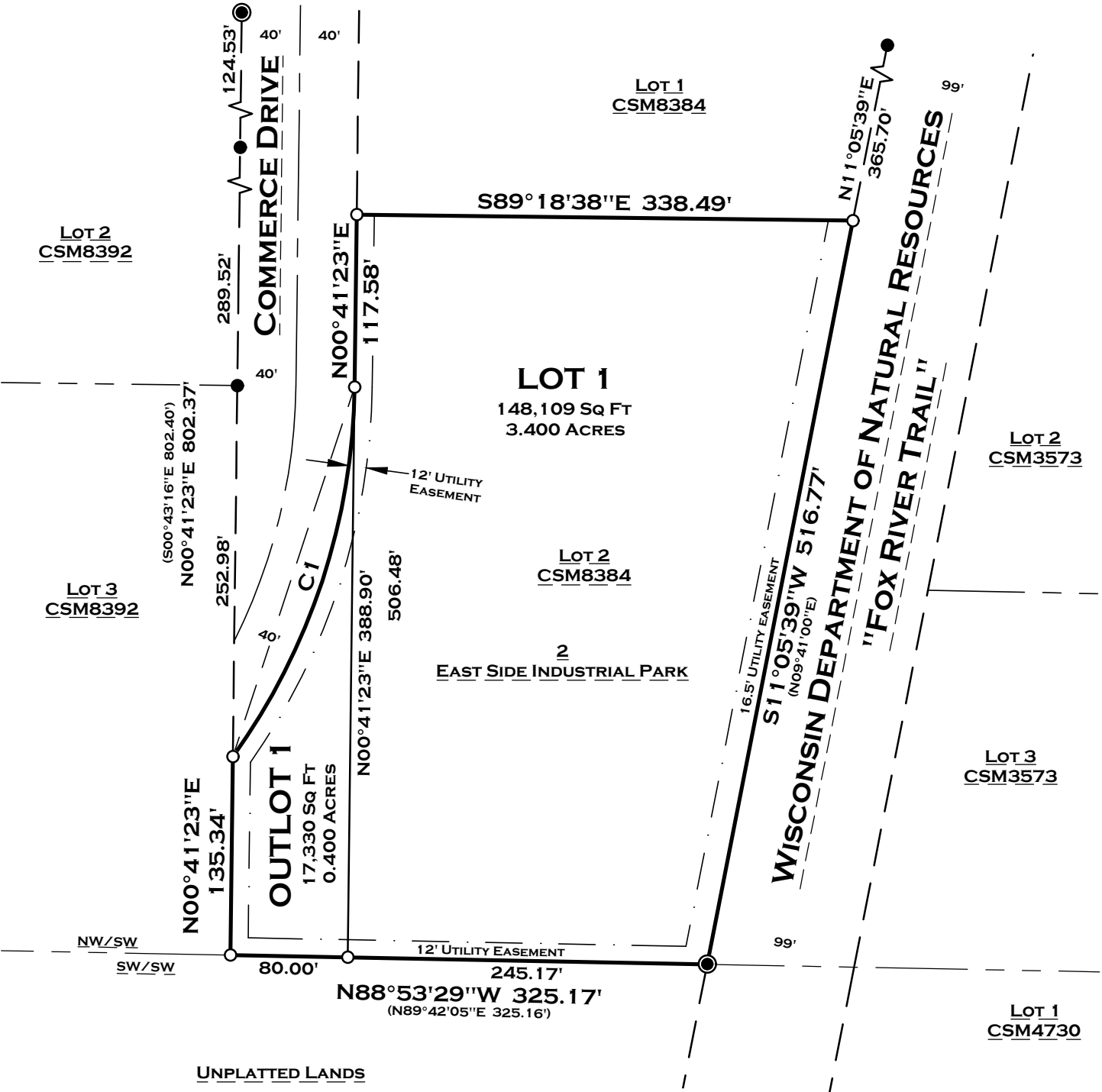
STAFF RECOMMENDATION:

Staff recommends APPROVAL of the certified survey map, subject to:

1. Meeting all other state and local regulations.
2. In the City Certificate, remove the word *“/Treasurer”* from the signature line.
3. Remove the City from the Treasurer’s Certificate. If Statutes require a city signature, update the signature line to read *“Joe Zegers, City of De Pere Treasurer.”*

CERTIFIED SURVEY MAP

ALL OF LOT 2, VOLUME 59, CERTIFIED SURVEY MAPS, PAGE 32, MAP NUMBER 8384, DOCUMENT NUMBER 2650874, BEING PART OF LOT 2, EAST SIDE INDUSTRIAL PARK, VOLUME 18, PLATS, PAGE 41, DOCUMENT NUMBER 1113369, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

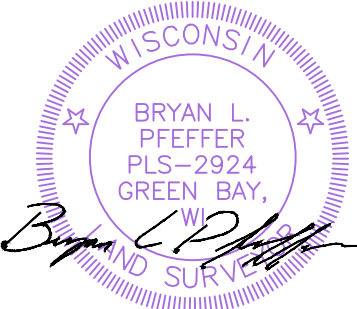


CURVE TABLE

CURVE #	DELTA	RADIUS	LENGTH	CHORD DIRECTION	CHORD LENGTH	TANGENT BEARING	SECOND TANGENT BEARING
C1	35°05'48"	440.00'	269.52'	N18°14'17"E	265.33'	N35°47'11"E	N00°41'23"E

LEGEND

- 1" IRON PIPE FOUND
- ⦿ 2" IRON PIPE FOUND
- SET 1" X 18" IRON PIPE WITH CAP WEIGHING 1.38 LBS./LIN. FT.
- () PREVIOUSLY RECORDED BEARING



5/13/2020



SCALE: 1"= 100'



BEARINGS ARE REFERENCED TO THE EAST RIGHT OF WAY OF COMMERCE DRIVE RECORDED TO BEAR N00°41'23"E.

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Attachment: Preliminary CSM (9733 : Staff recommendation and possible action regarding a Proposed 1 Lot and 1 Outlot Certified Survey Ma)

CERTIFIED SURVEY MAP

ALL OF LOT 2, VOLUME 59, CERTIFIED SURVEY MAPS, PAGE 32, MAP NUMBER 8384, DOCUMENT NUMBER 2650874, BEING PART OF LOT 2, EAST SIDE INDUSTRIAL PARK, VOLUME 18, PLATS, PAGE 41, DOCUMENT NUMBER 1113369, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

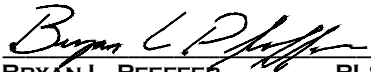
SURVEYOR'S CERTIFICATE:

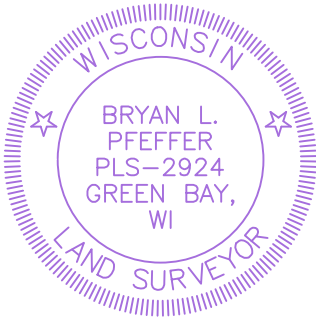
I, BRYAN L. PFEFFER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT BY THE ORDER AND UNDER THE DIRECTION OF PETER SCHLEINZ, CITY PLANNER, CITY OF DE PERE, I HAVE SURVEYED, MAPPED AND DIVIDED ALL OF LOT 2, VOLUME 59, CERTIFIED SURVEY MAPS, PAGE 32, MAP NUMBER 8384, DOCUMENT NUMBER 2650874, BEING PART OF LOT 2, EAST SIDE INDUSTRIAL PARK, VOLUME 18, PLATS, PAGE 41, DOCUMENT NUMBER 1113369, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

SAID PARCEL CONTAINS 165,439 SQUARE FEET OR 3.80 ACRES OF LAND MORE OR LESS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

THAT THE WITHIN MAP IS A TRUE AND CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND AND THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES IN THE SURVEYING, MAPPING AND DIVIDING OF THE SAME.

DATED THIS 13TH DAY OF MAY, 2020.


BRYAN L. PFEFFER PLS #2924
ROBERT E. LEE & ASSOCIATES, INC.



RESTRICTIVE COVENANTS:

- 1. THE LAND ON ALL LOT LINES OF ALL LOTS SHALL BE GRADED BY THE SUBDIVIDER AND MAINTAINED BY THE ABUTTING PROPERTY OWNERS TO PROVIDE FOR THE ADEQUATE DRAINAGE OF SURFACE WATER.
- 2. 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.
- 3. THE LAND IN THE REAR AND THE SIDES OF ALL LOTS SHALL NOT BE GRADED IN SUCH A MANNER AS TO INTERFERE WITH THE DRAINAGE OF STORM WATER.

Attachment: Preliminary CSM (9733 : Staff recommendation and possible action regarding a Proposed 1 Lot and 1 Outlot Certified Survey Map)



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OWNER'S CERTIFICATE:

CITY OF DE PERE, A MUNICIPALITY DULY ORGANIZED AND EXISTING UNDER AND BY THE VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID MUNICIPALITY CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, MAPPED AND DIVIDED AS REPRESENTED ON THIS MAP. THE CITY OF DE PERE DOES FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S-236.34 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: CITY OF DE PERE

JAMES BOYD
MAYOR, CITY OF DE PERE

DATE _____

STATE OF WISCONSIN)
BROWN COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2020, THE ABOVE NAMED
TO ME KNOWN TO BE THE SAME PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND
ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN

(PRINT NAME)

MY COMMISSION EXPIRES:_____

CITY OF DE PERE APPROVAL CERTIFICATE:

APPROVED BY THE CITY OF DE PERE COMMON COUNCIL ON THIS _____ DAY OF _____, 2020.

CAREY E. DANEN, CLERK/TREASURER

DATE _____

TREASURER'S CERTIFICATE:

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CAREY E. DANEN
CITY OF DE PERE TREASURER

DATE _____

PAUL ZELLER
BROWN COUNTY TREASURER

DATE _____



5/13/2020

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