



Plan Commission

Regular Meeting

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

Agenda

Monday, April 22, 2019

7:00 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **April 22, 2019** at **7:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

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

Call to Order

1. Roll Call
2. Approval of the minutes of the March 25, 2019 Plan Commission Meeting.
3. Recommendation regarding a Proposed Extraterritorial Four Lot Certified Survey Map at 4609 Cottonwood Lane in the Town of Ledgeview (Parcel D-2027). Submitted by Steven M. Bieda, PLS, Mau & Associates LLP, authorized representative for Ryan Radue, Seville Properties LLC, property owner.*
4. Recommendation regarding a rezoning request from R-1 PDD (Single Family Residence District with a Planned Development District overlay) to R-2 PDD (Single and Two-Family Residence District with a Planned Development District overlay) at 1881 Southbridge Road (Parcel WD-1831), and the removal of a PDD overlay on City-Owned Parcel WD-L183-1-1. Submitted by Brandon Robaidek, EIT, authorized representative for Crosspoint Church INC, property owner of Parcel WD-1831.*
5. Recommendation regarding a Site Plan for a building addition for Romo INC at 800 Heritage Road (Parcel ED-F0100-1). Submitted by Skyler Witalison, Mach IV Engineering, authorized representative for Darling Investments LLC, property owner.
6. Recommendation regarding a Site Plan for a new building and parking garage called De Pere Brick Yard at 1091 N. Broadway Street (Parcel ED-1128-E-1-3). Submitted by Dave Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner.
7. Recommendation regarding a Site Plan for a drive-thru expansion and new garbage/recycling enclosure for Burger King at 1007 Main Avenue (Parcel WD-D0200-3 & part of WD-D0200-2). Submitted by Richard J. Fisher, Fisher and Associates LLC, authorized representative for Main Street De Pere LLC and T&S Land Development LLC, property owners.
8. Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and concessions area, electrical conduit, and additional parking for the Westwood Elementary School and West De Pere Middle School at 1155 Westwood Drive (Parcel WD-D0022 & WD-D0220). Submitted by Dan Peplinski, Point of Beginning INC, authorized representative for School District of West De Pere, property owner.
9. Presentation, discussion and possible action regarding the DRAFT De Pere Zoning Code Rewrite, Module 1 of 3, by Kirk Bishop, Duncan Associates, consultant.

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
Steven Bieda, Mau & Associates
Ryan Radue, Seville Properties LLC
Brandon Robaidek
Jerry Lewin, Crosspoint Church Inc.
Skyler Witalison, Mach IV Engineering
Jonathan Darling, Darling Investments LLC
Dave Hongisto, SISU Properties LLC
Mark Soderlund, Nuland Group II LLC
Richard J Fisher, Fisher & Associates LLC
Main Street De Pere LLC
T & S Land Development LLC
Dan Peplinski, Point of Beginning Inc
John Zegers, School District of West De Pere
Kirk Bishop, Duncan Associates



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the March 25, 2019 Plan Commission Meeting.

ATTACHMENTS:

- PC_Mar2019_Minutes_Draft (PDF)



Plan Commission

Regular Meeting

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

Draft Minutes

Monday, March 25, 2019

7:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 7:00 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Present	
James Boyd	Alderman	Present	
Larry Lueck	Alderman	Excused	
Derek Beiderwieden	Commissioner	Present	
Amy Kunder	Commissioner	Present	
Steve Taylor	Commissioner	Present	
Grant Schilling	Commissioner	Excused	

Also present: City Planner Peter Schleinz and members of the public.

2. Approval of the minutes of the February 25, 2019 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderman
AYES:	Walsh, Boyd, Beiderwieden, Kunder, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

3. Recommendation regarding a Proposed Two Lot Certified Survey Map at 428 N. Superior Street (Parcel ED-477). Submitted by Joel Ehrfurth, Mach IV Engineering, authorized representative for Irwin School Development LLC, property owner.

City Planner Peter Schleinz reviewed the CSM for 428 N Superior Street, which is a two lot land division. The applicant proposes dividing the current lot into two lots in order to separate the condominium portion of the project from the townhome portion of the project. Staff recommended approval of the CSM, subject to three conditions outlined in the staff report. Mayor Walsh moved, seconded by Steve Taylor, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Steve Taylor, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Kunder, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

4. Recommendation regarding a Precise Implementation Plan (PIP) for 428 N. Superior Street (Parcel ED-477). Submitted by Joel Ehrfurth, Mach IV Engineering & Surveying, authorized representative for Irwin School Development LLC, property owner.*

City Planner Peter Schleinz reviewed the Precise Implementation Plan for the Irwin School Development at 428 N Superior Street. Peter noted that the PIP acts as the site plan for the development. There are four major changes from the General Development Plan that were approved by Plan Commission in July 2018. Those changes are:

- Four townhome buildings changed to two (same number of units)
- Southern building angled with school

-Flat townhome facade articulated

-Driveway redesign for stormwater in front of southern townhome

Peter reported that the landscaping plan is on the simplistic side, due to the fact that it is in an urban residential area. Staff is asking that some landscaping be enhanced in areas where the parking stalls are closer to the sidewalk. The schedule for the PIP is a four phase development plan starting in Spring 2019 and ending in December of 2020. Staff recommended approval of the PIP and forwarding it to the Common Council for review, subject to the staff conditions outlined in the report. The Council will review this item at their April 3, 2019 meeting. Mayor Walsh asked about the location of the garages. Peter noted that the garages will be located on the back side of the school and between the two townhome buildings. Mayor Walsh then asked why staff recommended the substitution of stone, brick, and siding in place of the required brick and stone. Peter noted that the combination of materials was identified as acceptable by staff because it is similar to the materials being used on other residential homes in the neighborhood which helped to make the two buildings fit better into the existing neighborhood. Amy Kunding asked why the driveway was altered. Peter replied that it was possibly to assist with the stormwater management on the site, but suggested the applicants speak on that question. Mayor Walsh moved, seconded by Derek Beiderwieden, to open the meeting. Upon vote, motion carried unanimously. The petitioners, Bob Mach (Mach IV Engineering) and Mike Cashman (DeLeers Construction) addressed the board. Bob Mach explained that there were two main factors behind altering the driveway: accommodating the stormwater management and making up the extra space that was not available between the school and Huron Street. Mike Cashman added that moving the townhomes closer together also created more green space around the townhomes. Mayor Walsh moved, seconded by Derek Beiderwieden, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by Amy Kunding, to approve the Precise Implementation Plan. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Amy Kunding, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Kunding, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

5. Recommendation regarding a three part sign variance request to allow a new wall mounted sign on the north side of a carwash building rather than a street side, to replace two monument signs at 12 feet and 8 feet from the property line rather than 15 feet from the property line, and to allow the use of 12 inch lettering for the capital letters of the name of a business on two ground mounted signs rather than 8 inch lettering, in a commercial district at 1610-1620 Lawrence Drive (Parcel WD-D0015-2). Submitted by Derek Fournier, Colortech of Wisconsin, authorized representative for Kwik Trip INC, property owner.

City Planner Peter Schleinz reviewed the three part sign variance request for Kwik Trip. The three parts of the variance are:

1. A wall mounted sign on a non-street fronted side of a building.
2. The replacement of two monument signs with two new larger, but appropriately sized, ground mounted signs that are set back 12 feet and 8 feet from the property line rather than 15 feet from the property line.
3. The use of 12 inch lettering for the capital letters of the name of the "Kwik Trip" business on both sides of the two monument signs.

Peter explained that the first sign variance was denied due to the fact that the sign does not face the street. He added that the sign serves as a directional sign since the gas pumps are hidden behind the building and do not face the street. For the second part of the variance, the two monument signs are proposed to be located closer than the required 15 feet from the property line. This setback does not work for the existing site because the signs would need to be placed within existing drive lanes in the parking lot. The last part of the variance is to allow 12 inch lettering for the "K" and "T" in Kwik Trip for the two monument signs, while the code allows for 8 inch lettering. The Plan Commission may identify that the business name is part of a logo, which is not restricted by the 8 inch lettering requirement. Staff recommended approval of all three parts of the variance subject to a sign permit(s) being obtained and development beginning within 6 months of Plan Commission approval or the variance is no longer valid. Derek Beiderwieden moved, seconded by Amy Kunderinger, to approve the three part variance request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Amy Kunderinger, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Kunderinger, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

6. Recommendation regarding a Site Plan for an addition to the existing Refrigeration Transport building located at 301 Lawrence Drive (Parcel WD-D0204-4). Submitted by Mike Mirro, Transport Refrigeration INC, authorized representative for TRIDP LLC, property owner.

City Planner Peter Schleinzi reviewed the site plan for a 4,300 square foot building addition to the east end of Refrigeration Transport on Lawrence Drive. The addition is needed in order to add 4 bay doors to the existing shop area, which will result in a total of 11 bay doors. The proposed addition is designed to be constructed of metal wall panels in a white color to match the existing metal portion of the building. Staff identified that the use of metal siding is allowed on the side and rear walls as long as up to twenty five percent is an approvable material and if the Plan Commission finds the use of the metal to be appropriate. Peter added that the side building walls meet the needed minimum 25% of approvable materials with the average of the existing and proposed new side building walls being at 31%. However, the rear building wall does not meet the needed minimum 25%, since the entire rear wall is made of metal. The petitioner is proposing to put a row of landscaping in the back of the building to screen the bay doors. Staff provided photographs of the site, to verify how the view to the rear wall of the building is screened by the existing five to six foot high berm. Mayor Walsh noted that the Plan Commission has always been cognizant of the neighbors and he would like to see more screening than what is currently there, since it is a residential neighborhood. Mayor Walsh moved, seconded by Steve Taylor, to open the meeting. Upon vote, motion carried unanimously. The petitioners, David O'Brien (Bayland Building) and Mark Mirro (Refrigeration Transport) addressed the board. Mr. Mirro explained that if the Plan Commission wanted evergreens to be planted, they would have to cut down some of the existing trees in the berm to make room for the evergreens. Mayor Walsh requested staff consult Don Melichar, the City Forester, as to what trees could be planted to provide the best screening at the back of the building. Mr. Mirro stated that he is not opposed to planting the additional trees if that's what it takes to get the site plan approved by Plan Commission. Mayor Walsh moved, seconded by Derek Beiderwieden, to go back to

regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by James Boyd, to approve the site plan, subject to Peter consulting Don Melichar on the type of trees that would best provide the necessary screening. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Kunding, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

7. Recommendation regarding a Site Plan for a new four building (56 unit) multifamily complex, with parking areas, called Tranquil Trails at 2900 BLK Ryan Road (Parcel ED-3072). Submitted by Jeff Marlow, Tranquil Trails LLC, authorized representative and property owner.

City Planner Peter Schleinz reviewed the site plan for Tranquil Trails, a multifamily development on Ryan Road. Peter noted that this item was initially presented to Plan Commission at its February meeting but was referred back to staff for further review. The site plan includes a single drive lane and a more natural landscaping buffer instead of a fence. Peter noted that the building materials remain the same as what was proposed in February. Staff recommended approval of the site plan, subject to the conditions outlined in the staff report. Mayor Walsh moved, seconded by Steve Taylor, to approve the site plan, including the planting of at least 32 evergreen trees. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Steve Taylor, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Kunding, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

8. Planned Development District Pre-Application Conference for 1881 Southbridge Drive. Submitted by Brandon D. Robaidek, EIT, Robert E. Lee & Associates, authorized representative for Crosspoint Church INC ETAL, property owner.

City Planner Peter Schleinz reviewed the pre-application for a planned development district at 1881 Southbridge Drive. In 2007, a planned development district was established for the development of four twindominium buildings on the property. The approved precise implementation plan expired in 2009. Because the project has expired, staff directed the owners to restart the review process with Plan Commission, beginning with a pre-application conference. The petitioner proposes to rezone the property from R-1 to R-2 with a planned development district overlay in order to develop the site with four buildings that are twindominiums, for a total of 8 residential units. The concept is similar to the original 2007 proposal, with some changes related to setbacks and building locations. Mayor Walsh moved, seconded by Steve Taylor, to open the meeting. Upon vote, motion carried unanimously. The petitioner, Jared Schmidt, addressed the board. He explained that Crosspoint Church has contracted with an individual to develop condos on the site. The condos would be single story condos, which would include realigning the property lines and reducing the front and rear yard setbacks. The front yard setback would be reduced to 45 feet and the rear yard setback reduced to 23 feet. Mayor Walsh moved, seconded by Derek Beiderwieden, to go back to regular order. Upon vote, motion

carried unanimously. Peter reminded the commission that all that is needed at this time is to approve the concept of the planned development district and provide the petitioner with any feedback or whether any changes should be made before they file a formal application. Mayor Walsh moved to approve the concept, seconded by Amy Kunding. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Amy Kunding, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Kunding, Taylor
EXCUSED:	Larry Lueck, Grant Schilling

9. Status report of City of De Pere Zoning Ordinance and Sign Ordinance rewrite -- March 2019.

City Planner Peter Schleinz reviewed the status of the zoning code rewrite. He reported that staff has been working with the consultant to better define each zoning category. The consultant is requesting to meet with the Plan Commission in April to go over Module 2. They are hoping to hold a separate meeting, possibly prior to the April Plan Commission meeting on April 22, 2019.

RESULT:	NO ACTION
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Adjournment

Mayor Walsh moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:55 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Recommendation regarding a Proposed Extraterritorial Four Lot Certified Survey Map at 4609 Cottonwood Lane in the Town of Ledgeview (Parcel D-2027). Submitted by Steven M. Bieda, PLS, Mau & Associates LLP, authorized representative for Ryan Radue, Seville Properties LLC, property owner.*

ATTACHMENTS:

- CSM - Seville Properties in Ledgeview - Plan Commission Report (DOCX)
- Application Form (PDF)
- Preliminary CSM (PDF)

REQUESTED ACTION:	Extraterritorial Certified Survey Map Review	
COMMON DESCRIPTION:	4609 Cottonwood Lane, located south and east from the Cottonwood Lane and Heritage Road intersection in the Town of Ledgeview.	
PARCEL NUMBER(S):	D-2027	
EXISTING ZONING:	R-1 Residential for the Town of Ledgeview. Proposed to allow for groups of single family residences (2-6 units per acre) on lots that are 12,000 Sq. ft. to 20,000 sq. ft.	
SURROUNDING LAND USES:	Developing residential to the north, south, and east (Ledgeview). Agricultural across the street to the west (De Pere).	
COMPREHENSIVE PLAN:	Planned Mixed use (Ledgeview).	
APPLICANT/OWNER NAME:	Steven M. Bieda, PLS Mau & Associates LLP Authorized representative 400 SDecurity BLVD, Suite 1 Green Bay, WI 54313	Ryan Radue, Member Seville Properties LLC Property owner 5495 North Avenue Denmark, WI 54208
SITE HISTORY:	After a review of air photographs, the site has remained vacant for agricultural use since 1938. In January 2019, a CSM and was submitted to the City for review. The intent of the CSM is to divide the property into four lots for future residential development. The land division is within the Sewer Service Area for the Town of Ledgeview. There are potential environmentally sensitive areas on the property, including a potential waterway, which will be addressed by Brown County Planning Commission.	
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 proposed CSM is located immediately to the east of the City of De Pere border, within the Town of Ledgeview. • The proposed land division will create four new lots for residential (mixed use) development. • The proposed lots meet and exceed the City of De Pere minimum lot size requirement of 8,000 square feet and the minimum street frontage requirement of 75 feet. • The proposed lots 1-3 also meet and exceed the Town of Ledgeview minimum lot size requirement of 12,000 square feet and the minimum street frontage requirement of 90 feet. Proposed lot 4 meets the Town's street frontage requirement,	

but not the lot area requirement.

- The surveyor is aware of this and plans on shifting the property lines between proposed Lots 3 and 4 in order to reach 12,000 sq. ft. for proposed Lot 4.
- There are two issues that must be addressed for the CSM:
 - The City of De Pere Certificate should be modified to reference the date the Clerk signs the document AND the date the City of De Pere approved the document.
 - Also the signature line name should be updated to read Carey E. Danen, City Clerk.

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 infill development and does not impact the Comprehensive Plan negatively. The proposed lot sizes, street frontages, and setbacks meet acceptable City requirements.

REVIEW PROCESS:

For extraterritorial 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. Common Council is expected to take action on May 21, 2019.

STAFF RECOMMENDATION:

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

1. Meeting all other state and local regulations, including Brown County Planning Commission.
2. The City of De Pere Certificate should be modified to reference the date the Clerk signs the document AND the date the City of De Pere approved the document. Also the signature line name should be updated to read Carey E. Danen, City Clerk.
3. It is strongly suggested that the area of proposed Lot 4 be increased to at least 12,000 sq. ft. in order to meet the minimum lot size requirements for the Town of Ledgeview

	CITY OF DE PERE APPLICATION FOR CSM REVIEW		Fee: \$ 368.00 Receipt #: 00140667 Date: 22 MAR 2019
			CITY OF DE PERE RECEIVED MAR 22 2019 PLANNING DEPT.

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) Mau & Associates	Authorized Representative Steve Bieda	Title Professional Land Surveyor	
Mailing Address 400 Security Blvd, Suite 1	City Green Bay	State WI	ZIP Code 54313
Email Address sbieda@mau-associates.com	Phone Number (incl. area code) 920-434-9670	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) Seville Properties	Contact Person Ryan Radue	Title Member	
Mailing Address 5495 North Ave	City Denmark	State WI	ZIP Code 54208
Email Address ryanradue@gmail.com	Phone Number (incl. area code) 920-367-2030	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description 4609 Cottonwood Lane	Parcel No. D-2027
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SECTION 4: CSM Information

Existing Zoning:	R-1
Present Use of Parcel:	Vacant Land
Proposed Use of Lots:	Single Family Residential

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

SECTION 5: Certification and Permission

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

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

Name of Owner/Authorized Representative (please print) Steve Bieda	Title Agent	Phone Number 920-434-9670
Signature of Applicant 		Date Signed

TO BE COMPLETED BY CITY STAFF

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

✓ April PC Mly

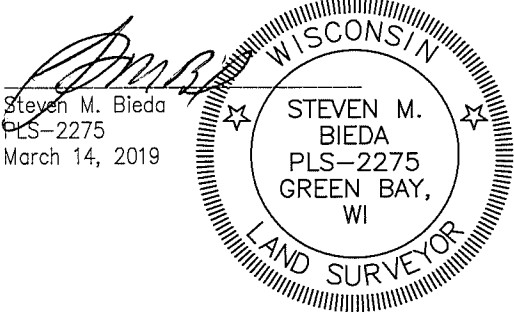


SURVEYOR’S CERTIFICATE

I, Steven M. Bieda, Professional Land Surveyor, PLS–2275, do hereby certify that I have surveyed, divided and mapped all of Outlot 3 of the recorded plat "Heritage Heights", (Volume 24, Plats, Page 22, Document No. 2756906, Brown County Records), being located in part of Private Claim 39, East Side of Fox River, Town of Ledgeview, Brown County, Wisconsin.

Parcel contains 49,638 square feet / 1.14 acres more or less.
Parcel subject to easements and restrictions of record.

That such plat is a correct representation of all the exterior boundaries of the land survey and the division thereof. That I have made such a survey, land division and plat by the direction of the owners listed hereon. That I have fully complied with the provisions of Chapter 236, section 236.34 of the Wisconsin Statutes, the Town of Ledgeview, and the Brown County Planning Commission in surveying, dividing and mapping the same.



Curve Data

CURVE	ARC LENGTH	RADIUS	CHORD LENGTH	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
1–3	115.62	265.00	114.71	N7°34'51"E	24°59'58"	—
1–2	103.91	265.00	103.25	N6°18'55"E	22°28'06"	—
2–3	11.71	265.00	11.71	N18°48'52"E	2°31'52"	—

CERTIFICATE OF THE BROWN COUNTY PLAN COMMISSION

Approved for the Brown County Plan Commission this ____ day of _____, 20__.

Dan Teeters
Senior Planner

CERTIFICATE OF THE BROWN COUNTY TREASURER

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 Certified Survey Map as of the dates listed below.

Paul D. Zeller Date
Brown County Treasurer

CERTIFICATE OF THE TOWN OF LEDGEVIEW

Approved for the Town of Ledgeview this ____ day of _____, 20__.

Sarah K. Burdette
Town Clerk

Sheet Two of Three
Project No.: L-12215
Drawing No.: L-10642

Attachment: Preliminary CSM (8147 : Recommendation regarding a Proposed Extraterritorial Four Lot Certified Survey Map at 4609 Cottonwood

Approved for the City of DePere this _____ day of _____, 20____.

LIMITED LIABILITY COMPANY OWNER'S CERTIFICATE

In Witness Whereof, the said Seville Properties LLC has caused these presents to be signed by Ryan Radue, its Member, on this ____ day of _____, 20__.

Ryan Radue	Member
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Personally came before me this _____ day of _____, 20____, the above named Member of said Limited Liability Company and acknowledged that he executed the foregoing instrument as such Member as the deed of said Limited Liability Company, by its authority.

Notary Public
Brown County, Wisconsin

My Commission Expires _____

STATE OF WISCONSIN]
] SS
COUNTY OF BROWN]

NOTES

The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the Town of Ledgeview has adopted a soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.

The lots of this land division may experience noise at levels exceeding the levels in S. Trans 405.04 Table I. These levels are based on federal standards. The department of transportation is not responsible for abating noise from existing state trunk highways or connecting highways, in the absence of any increase by the department to the highway's through-lane capacity.

RESTRICTIVE COVENANTS

The land on all side and rear lot lines of all lots shall be graded by the property owner and maintained by the abutting property owners to provide for adequate drainage of surface water.

Lots 1-4 contain an environmentally sensitive area (ESA) as defined in the Brown County Sewage Plan. The ESA includes non-navigable waterways, all land within 35 feet of the top of bank of non-navigable waterways. Development and land disturbing activities are restricted in the ESA unless amendments are approved by the Brown County Planning Commission and the Wisconsin Department of Natural Resources.

Steven M. Bieda
PLS-2275
March 14, 2019



Sheet Three of Three
Project No.: L-12215
Drawing No.: L-10642



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

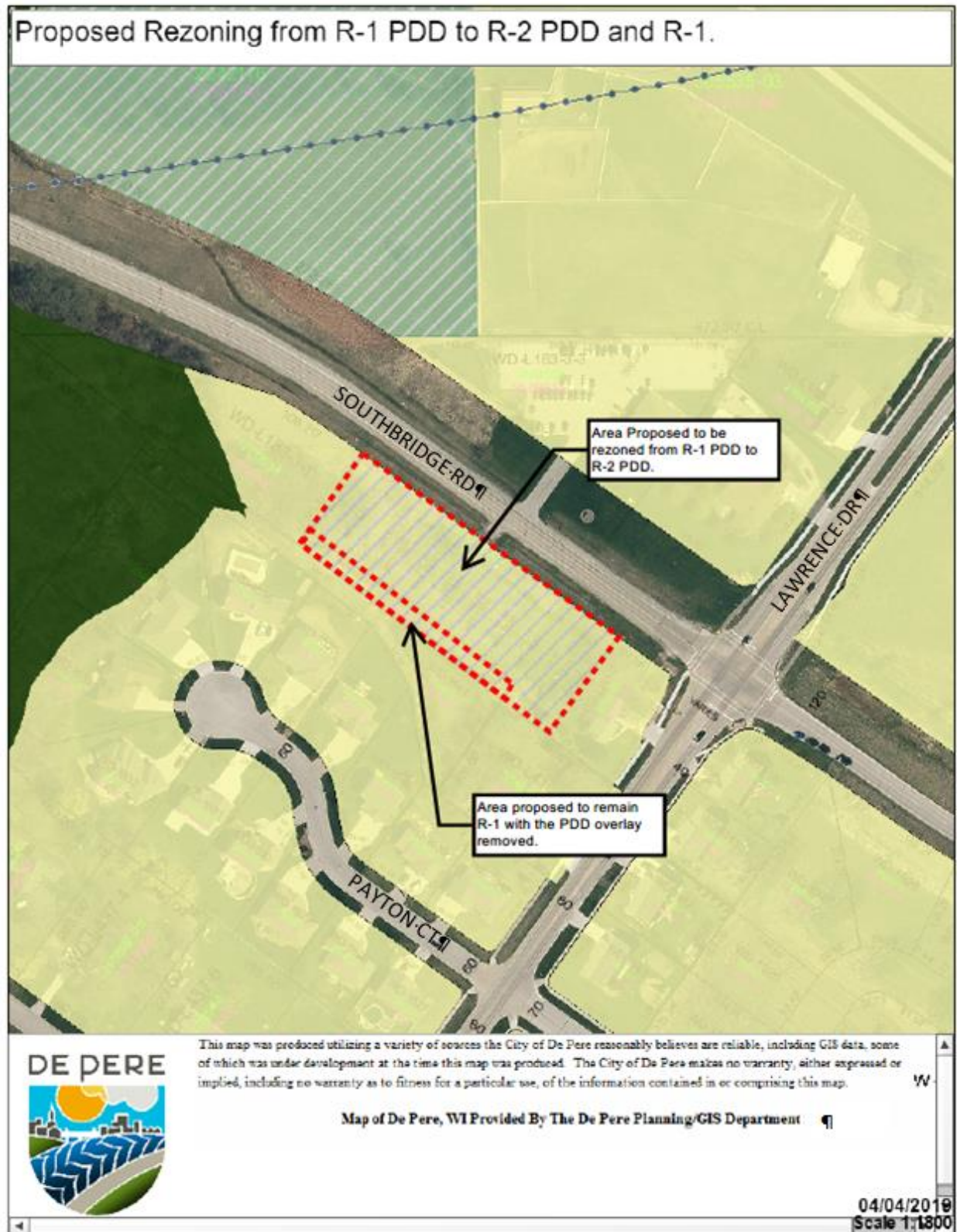
DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Recommendation regarding a rezoning request from R-1 PDD (Single Family Residence District with a Planned Development District overlay) to R-2 PDD (Single and Two-Family Residence District with a Planned Development District overlay) at 1881 Southbridge Road (Parcel WD-1831), and the removal of a PDD overlay on City-Owned Parcel WD-L183-1-1. Submitted by Brandon Robaidek, EIT, authorized representative for Crosspoint Church INC, property owner of Parcel WD-1831.*

ATTACHMENTS:

- Report to Plan Commission - Rezoning WD-1831 & WD-L183-1-1 from R-1 PDD to R-2 PDD (DOCX)
- Application Form (PDF)
- Map of Rezoning Parcels with Street Names (DOCX)
- General Development Plan - Southbridge Condos (PDF)



REQUESTED ACTION: Rezoning Request.

Rezone Parcel WD-1831 from R-1 PDD to R-2 PDD in order to allow an expired PIP to continue a similar use with 4 twindominium units. Also rezone Parcel WD-L183-1-1 from R-1 PDD to R-1 for continued stormwater management use by the City of De Pere.

COMMON DESCRIPTION: 1881 Southbridge Road, located west and south from the Southbridge Road and Lawrence Drive intersection.

PARCEL NUMBERS: WD-1831 & WD-L183-1-1

EXISTING ZONING: R-1 (Single Family Residential District) with a Planned Development District overlay.

PROPOSED ZONING: Parcel WD-1831 to become R-2 PDD (Single and Two-Family Residential)
Parcel WD-L183-1-1 to become R-1 without a PDD overlay

SURROUNDING LAND USES: Crosspoint Church and vacant agricultural to the north.
Single family residential to the south and east.
Natural spaces to the west.

COMPREHENSIVE PLAN: Multifamily Residential.

APPLICANT / OWNER:	Brandon Robaidek, EIT Robert E. Lee & Associates Authorized representative 1250 Centennial Centre Boulevard Hobart, WI 54155	Parcel WD-1831 Owner ATTN: Jerry Lewin Crosspoint Church INC ETAL 1880 Southbridge Road De Pere, WI 54115 Parcel WD-L183-1-1 Owner City of De Pere
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SITE HISTORY: The subject site had agricultural buildings at the south end from the 1950's until the mid-2000's. The remainder of the subject area remained vacant.

In 2007, a Planned Development District overlay was established with a Precise Implementation Plan, which covers areas that are now identified as Parcels WD-1831 and WD-L183-1-1. The PDD allowed for the development of four twindominium buildings, totaling 8 residential units, on the property. Parcel WD-L183-1-1 became part of a City owned storm water management pond system at the south end of the site.

In 2008, the Precise Implementation Plan was amended to change the front yard setback from 50 feet to 45 feet, and the rear yard setback from 30 feet to 25 feet, in order to allow the proposed buildings to fit better. Also, "The Fields Condominiums" plat was recorded to reflect the Precise Implementation Plan.

From 2008 to 2019 the ownership of the condominium property changed but no development occurred. The approved Precise Implementation, which is similar to a site plan, expired in 2009.

In 2018 and 2019 the owners of the property inquired about the development of duplexes on the property, with some changes to the original Precise Implementation Plan. Because the 2007-2008 project is expired, staff directed the owners to restart the review process with Plan Commission and staff, beginning with a Pre-Application Conference that took place with Plan Commission on March 25, 2019.

STAFF REVIEW:

With this request, the applicant proposes the following:

Parcel WD-1831 (area outlined in red on first site map)

Rezone from R-1 to R-2 and replace the expired PDD overlay with a new PDD overlay that allows for:

- Minimum 5,000 s.f. lot area for each condominium lot equivalent
 - R-2 zoning would require 11,000 s.f. per lot (~5,500 per lot equivalent)
- Minimum 45 feet of street frontage for each condominium lot equivalent
 - R-2 zoning would require 90 linear feet per lot (~45 linear feet per lot equivalent)
- Minimum 20 feet rear yard setback
 - R-2 zoning would require 30 feet rear yard setback
- Minimum 7 feet interior side yard setback at east end
 - R-2 zoning would require 10 feet interior side yard setback

The General Development Plan for the project describes the development of four twindominium buildings on the site, for a total of eight residential units. The density has not changed from the 2007-2008 plan, however the lot equivalent lines have shifted slightly in order to accommodate the size and configuration of the residential units.

The specific building design and façade materials are not identified in the General Development Plan, but will be provided as part of the Precise Implementation Plan (PIP). Once developed, the shortest distance between a twindominium and an existing house to the south will be 115.2 feet.

Parcel WD-WD-L183-1-1 (area outlined in blue on first site map)

Retain the R-1 zoning, but remove the PDD overlay with adding a new PDD overlay. The parcel is owned by the City of De Pere and used for stormwater management. A PDD overlay is not necessary for the use.

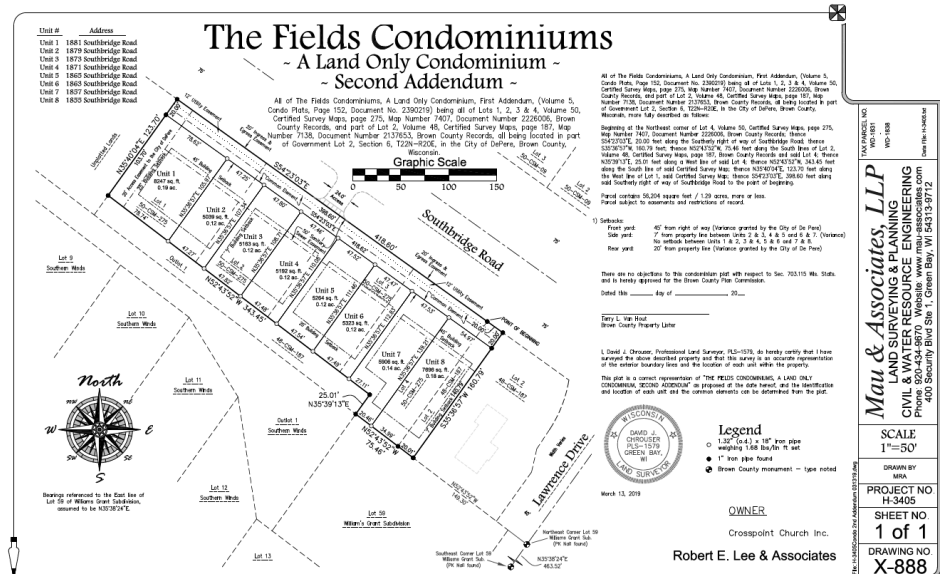
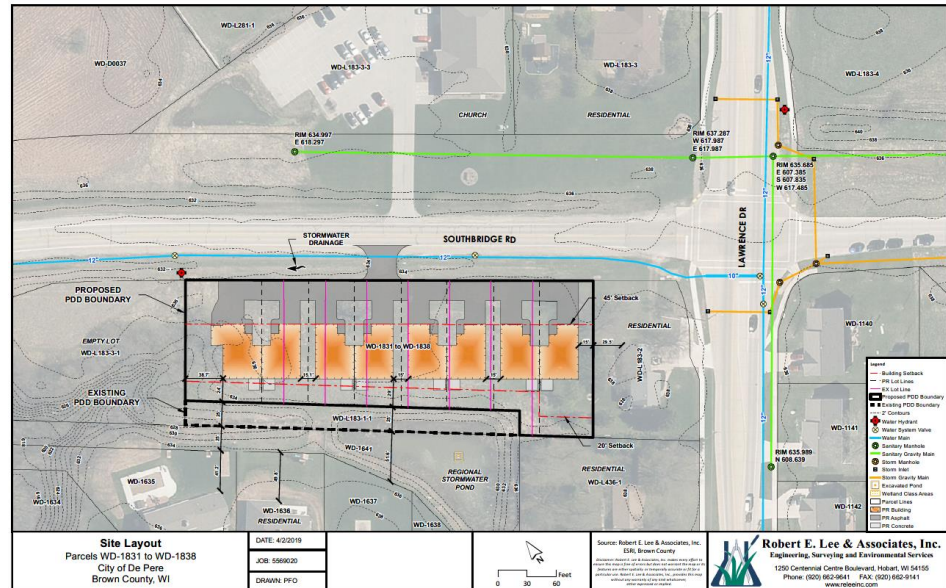
When a PDD overlay is part of a rezoning request, a “General Development Plan” must be submitted to Plan Commission with the rezoning request. The petitioner submitted documents that include the information for a General Development Plan, including an organizational structure, letter of intent, company summary, concept site plan, elevations, etc. For ease of review, the General Development Plan information has been summarized below, in a format identified in the City’s Municipal Code:

- *NOTE: A General Development Plan identifies the general concept for a property and is not intended to reflect a complete Site Plan*

GENERAL DEVELOPMENT PLAN SUMMARY (For the area proposed to be rezoned R-2 PDD only)

1. General Location Map

The following map identifies 8 lot equivalents with 4 twindominium buildings for a total of 8 residential units. The site is part of "The Fields Condominiums-A Land Only Condominium."



2. Property Boundaries

The general property boundary for each zoning category can be clearly seen on the attached graphics in this report. A legal description for Parcel WD-1831 can be found on the draft condominium plat.

3. Property Topography

The property is relatively flat except near the storm pond and at the west end.

Topography lines are identified on the Site Layout, located within the General Development Plan.

4. General site plans that cover the following:

a. Land uses

The proposed land use for the PDD area will be 8 single family residential lots within 4 buildings. The street frontage is along Southbridge Road.

The lot area is proposed to be reduced for some of the lot equivalents; however the overall area of the parcel meets and exceeds area and street frontage requirements. The side yard setback at the east end is proposed to be reduced from 10 feet to 7 feet and the rear yard setback is proposed to be reduced from 30 feet to 20 feet. The side yard setback at the west end cannot be reduced due to an access easement for the storm water management pond. The land uses are similar to those proposed with the original PDD in 2007-2008.

b. Residential density

The PDD area is proposed to have 8 single family residential lots within 4 buildings (twindominiums).

c. Aesthetic characteristics

Building elevation samples and landscaping plans were not included with the General Development Plan.

d. Street patterns

The street frontage is along Southbridge Road with access via one shared driveway that is proposed to be shifted eastward to align with the driveway for the church across the street.

e. Basic storm drainage patterns

The site proposes the use of the existing stormwater management pond to the south. The developer is aware that the pond has not yet been measured to determine if new development can be accommodated by the pond.

f. Recreational and open spaces (size/location)

There are no proposed new City park facilities located within the PDD or proposed plat area. Southwest Park is located approximately 1 mile away to the south, and Samantha Park is located approximately ½ mile away to the southeast.

g. Common open spaces

The site is developed as a land-only condominium, without specific common spaces. The lot equivalents will be similar to a residential neighborhood.

h. Development statistical data

With 8 residential units and 2-3 bedrooms, the residential population is expected to be approximately 24. The proposed and existing public street system, parks, and school district will accommodate the new residents.

i. Deed restrictions and structure of associations

The General Development Plan does not identify specific deed restrictions;

however, a homeowners association is proposed to be created for the condominium plat. A homeowners association does not create additional rules to be enforced by City staff.

j. Additional info added by Plan Commission

Additional information may be requested at the time of the April 22, 2019 Plan Commission meeting.

Overall, the proposed rezoning is in conformance with the future land uses identified by the City's Comprehensive Plan.

REVIEW PROCESS:

For rezoning applications with a PDD overlay and General Development Plan, the Plan Commission provides a recommendation to the Common Council for the rezoning and the components of the PDD overlay that are identified in the General Plan. If recommended for approval by Plan Commission, a public hearing is expected to be held at the May 21, 2019 Council meeting prior to review of the rezoning and General Development Plan by the Common Council.

Residents within 300 feet of the two parcels have been notified regarding this application. Rezoning signs have also been posted on the property.

Within five years of approval of the rezoning and General Development Plan, an application for a Precise Implementation Plan (PIP) must be submitted. That submittal is reviewed by the Plan Commission and the City Council.

NOTE: The review of any condominium plat for this project will be performed by Brown County Planning and Land Services. De Pere Plan Commission does not review condominium plats.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the rezoning request with a new PDD overlay and the General Development Plan for Parcel WD-1831, and approval of the removal of an outdated PDD overlay for Parcel WD-L183-1-1, subject to the following:

1. Meets all state and local regulations.



CITY OF DE PERE
APPLICATION FOR
REZONING

Fee: \$ 305.00

Receipt #: 00141050

Date: 03 Apr 2019

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) Robert E Lee and Associates	Authorized Representative Brandon Robaidek	Title E.I.T.	
Mailing Address 1250 Centennial Centre Blvd	City Hobart	State WI	ZIP Code 54155
Email Address brobaidek@releeinc.com	Phone Number (incl. area code) 920-662-9641	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) Crosspoint Church Inc.	Contact Person Jerry Lewin	Title President	
Mailing Address 1880 Southbridge Road	City De Pere	State WI	ZIP Code 54115
Email Address jerry@crosspointgb.com	Phone Number (incl. area code) 920-366-7113	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description 1881 Southbridge Road & City Parcel to South	Remove PDD from all parcels. Rezone R-2 w/ new PDD for WD-1831 to WD-1838 only.	Parcel Number(s): WD-1831 to WD-1838 + WD-L183-1-1
--	---	--

SECTION 4: Proposed Rezoning Use

Existing Zoning:	R-1 with PDD Overlay		
Proposed Zoning:	R-2 with PDD Overlay (for WD-1831 to WD-1838 only)		
Adjacent Zoning: North R-1	Adjacent Zoning: South R-1	Adjacent Zoning: West R-1	Adjacent Zoning: East R-1
Present Use of Parcel	Empty Lot		
Proposed Use of Parcel	Twindominium Development (4 buildings w/ 8 units)		

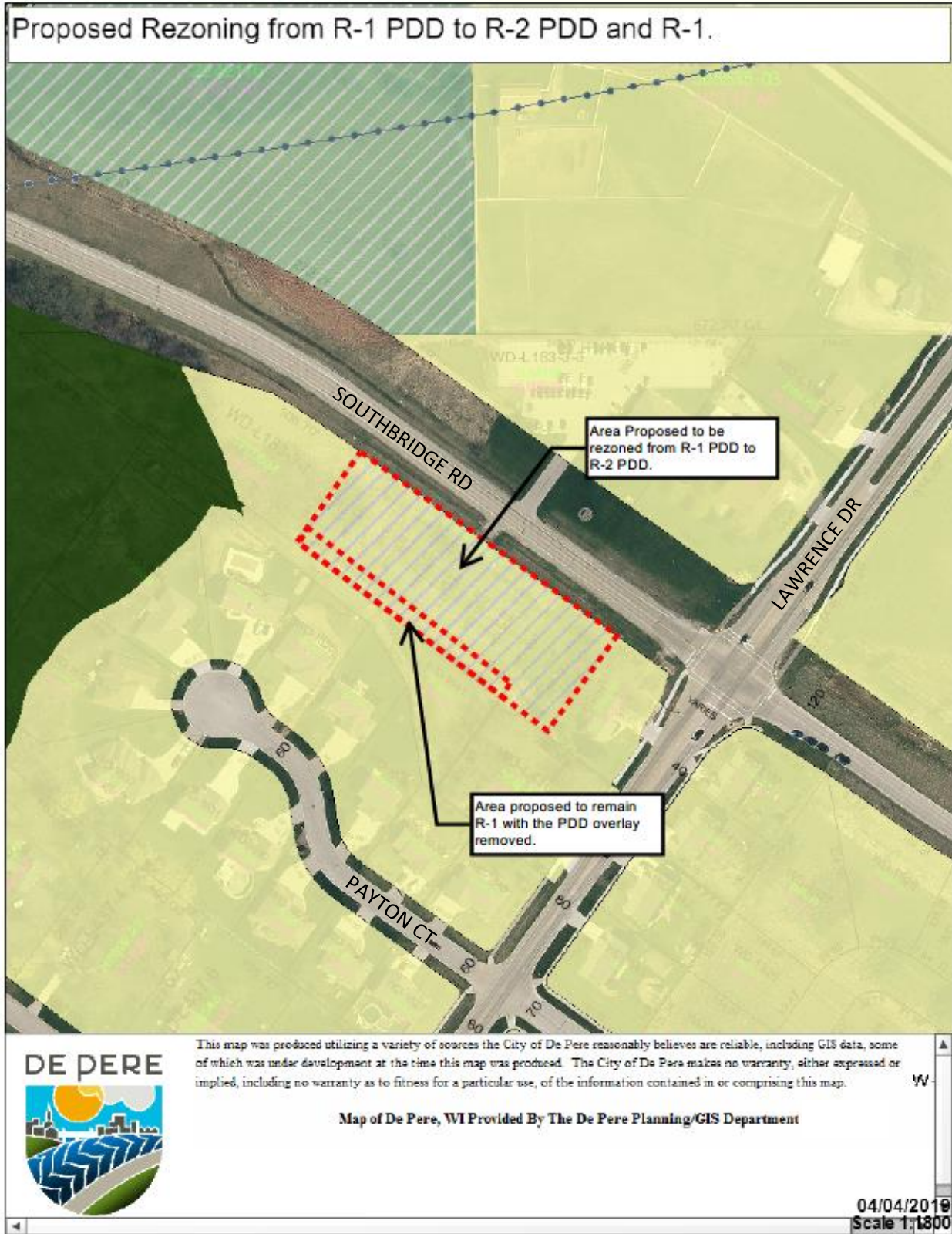
SECTION 5: Certification and Permission

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) Brandon Robaidek	Title Representative	Phone Number 920-662-9641
Signature of Applicant <i>[Signature]</i>		Date Signed 3/29/19

Attached additional sheets if necessary.



GENERAL DEVELOPMENT PLAN – 1855 - 1881 SOUTHBRIDGE ROAD

Project Description:

The proposed project involves constructing four twindominium buildings with a shared driveway on parcel WD-1831 to WD-1838. The development will require connections to public watermain and sanitary sewer along Southbridge Road and will be treated by a regional wet detention pond to the south of the proposed project. The development will be serviced by individual water laterals off the watermain on the south side of Southbridge Road. There will also be a private sanitary sewer that will be connected to the existing public sanitary sewer on the north side of Southbridge Road. The sanitary sewer will be bored under Southbridge road to avoid a shutdown of Southbridge Road.

Zoning:

Existing Parcel Zoning: The R-1, Single Family Residence District is designed to accommodate single family homes and compatible uses that are characteristics of low-density residential neighborhoods. The current zoning also contains a PDD overlay that was established in 2007. The PDD allowed for the development of four twindominium buildings, totaling 8 single family units, on the property. The WD-L183-1-1 parcel also became part of the city owned storm water management pond system.

Proposed Parcel Zoning: The proposed rezoning is to R-2, Single and Two-Family Residence District which is designed to accommodate single family homes and duplexes along with compatible uses that are characteristic of low to medium density neighborhoods. The proposed zoning will also contain a PDD overlay which is intended to promote the maximum benefit for coordinated area site planning, diversified location of structures, provide for safe and efficient system of pedestrian and vehicular traffic, economic design and location of public and private utilities, and assure adequate standards of construction and planning. Parcel WD-L183-1-1 will not be rezoned and will not be included with the PDD overlay.

Adjacent zoning: The properties to the North, South, East and West are R-1 zoning.

PDD:

We are proposing that the existing PDD overlay for Parcels WD-1831 to WD-1838 and WD-L-183-1-1 be removed and the following PDD overlay of just Parcels WD-1831 to WD-1838 include the below variations from the proposed R-2 zoning to fit the proposed development.

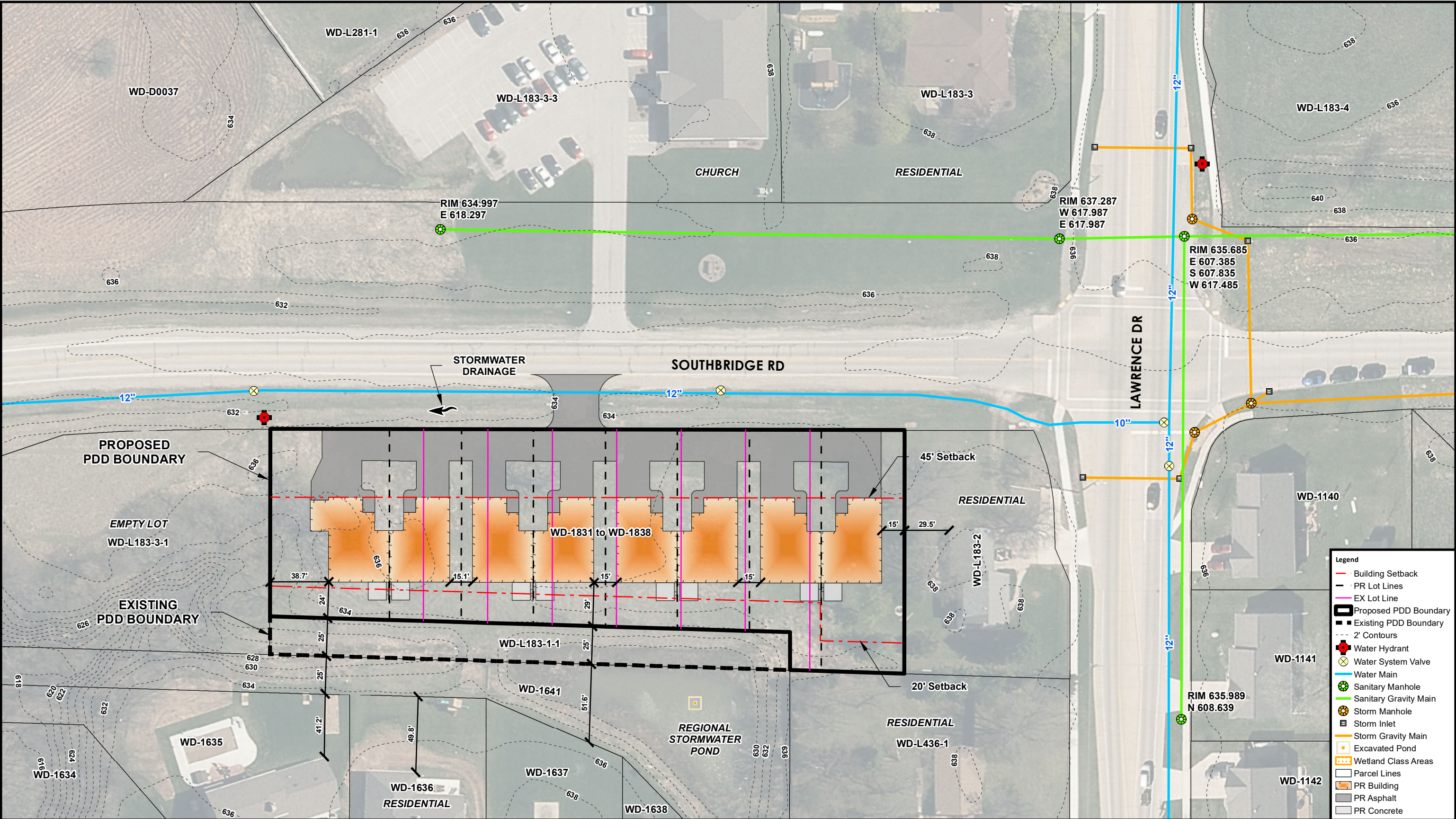
1. Minimum Lot Area Square Footage
 - a. R-2 zoning: 11,000 square feet
 - b. PDD overlay request: 5,000 square feet
2. Minimum Lot Width
 - a. R-2 zoning: 90 feet
 - b. PDD overlay request: 45 feet

3. Minimum Rear Yard Setback
 - a. R-2 zoning: 30 feet
 - b. PDD overlay request: 20 feet
4. Interior Side Yard Setback
 - a. R-2 zoning: 10 feet
 - b. PDD overlay request: 7 feet
5. Includes a lot line between units 1 & 2, 3 & 4, 5 & 6, and 7 & 8
 - a. R-2 zoning side yard setback: 10 feet
 - b. PDD overlay request: 0 feet

All other requirements will remain permitted under the R-2 zoning.

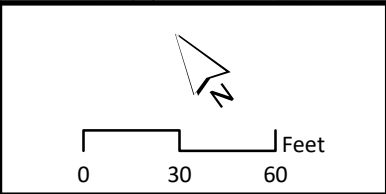
Summary:

Attached is a general layout of the proposed development with setback information and proposed distances from existing single-family homes. The proposed buildings will be constructed 45 feet from the front property line to allow for adequate space in front of each garage and allow room for the shared driveway. The proposed buildings will also contain an on-grade concrete patio that is allowed within the rear building setback. The distance from the closest proposed house to the rear property line of the adjacent residential lot to the south will be 74 feet while the existing single-family home has a distance of 41.2 feet from their house to their rear property line. This allows for a 115.2-foot distance between the existing residential homes to the south and the proposed twindominium buildings. The proposed developments' concept and density is similar to the original 2007-2008 proposal with some changes related to setbacks and building locations.



Site Layout
Parcels WD-1831 to WD-1838
City of De Pere
Brown County, WI

DATE: 4/2/2019
JOB: 5569020
DRAWN: PFO



Source: Robert E. Lee & Associates, Inc.
ESRI, Brown County
Disclaimer: Robert E. Lee & Associates, Inc. makes every effort to ensure this map is free of errors but does not warrant the map or its features are either spatially or temporally accurate or fit for a particular use. Robert E. Lee & Associates, Inc., provides this map without any warranty of any kind whatsoever, either expressed or implied.



Robert E. Lee & Associates, Inc.
Engineering, Surveying and Environmental Services
1250 Centennial Centre Boulevard, Hobart, WI 54155
Phone: (920) 662-9641 FAX: (920) 662-9141
www.releeinc.com

Unit #	Address
Unit 1	1881 Southbridge Road
Unit 2	1879 Southbridge Road
Unit 3	1873 Southbridge Road
Unit 4	1871 Southbridge Road
Unit 5	1865 Southbridge Road
Unit 6	1863 Southbridge Road
Unit 7	1857 Southbridge Road
Unit 8	1855 Southbridge Road

The Fields Condominiums

~ A Land Only Condominium ~

~ Second Addendum ~

All of The Fields Condominiums, A Land Only Condominium, First Addendum, (Volume 5, Condo Plats, Page 152, Document No. 2390219) being all of Lots 1, 2, 3 & 4, Volume 50, Certified Survey Maps, page 275, Map Number 7407, Document Number 2226006, Brown County Records, and part of Lot 2, Volume 48, Certified Survey Maps, page 187, Map Number 7138, Document Number 2137653, Brown County Records, all being located in part of Government Lot 2, Section 6, T22N-R20E, in the City of DePere, Brown County, Wisconsin.

All of The Fields Condominiums, A Land Only Condominium, First Addendum, (Volume 5, Condo Plats, Page 152, Document No. 2390219) being all of Lots 1, 2, 3 & 4, Volume 50, Certified Survey Maps, page 275, Map Number 7407, Document Number 2226006, Brown County Records, and part of Lot 2, Volume 48, Certified Survey Maps, page 187, Map Number 7138, Document Number 2137653, Brown County Records, all being located in part of Government Lot 2, Section 6, T22N-R20E, in the City of DePere, Brown County, Wisconsin, more fully described as follows:

Beginning at the Northeast corner of Lot 4, Volume 50, Certified Survey Maps, page 275, Map Number 7407, Document Number 2226006, Brown County Records; thence S54°23'03"E, 20.00 feet along the Southerly right of way of Southbridge Road; thence S35°36'57"W, 160.79 feet; thence N52°43'52"W, 75.46 feet along the South lines of Lot 2, Volume 48, Certified Survey Maps, page 187, Brown County Records and said Lot 4; thence N35°39'13"E, 25.01 feet along a West line of said Lot 4; thence N52°43'52"W, 343.45 feet along the South line of said Certified Survey Map; thence N35°40'04"E, 123.70 feet along the West line of Lot 1, said Certified Survey Map; thence S54°23'03"E, 398.60 feet along said Southerly right of way of Southbridge Road to the point of beginning.

Parcel contains 56,204 square feet / 1.29 acres, more or less.
Parcel subject to easements and restrictions of record.

- 1) Setbacks:
- | | |
|-------------|---|
| Front yard: | 45' from right of way (Variance granted by the City of De Pere) |
| Side yard: | 7' from property line between Units 2 & 3, 4 & 5 and 6 & 7. (Variance)
No setback between Units 1 & 2, 3 & 4, 5 & 6 and 7 & 8. |
| Rear yard: | 20' from property line (Variance granted by the City of De Pere) |

There are no objections to this condominium plat with respect to Sec. 703.115 Wis. Stats. and is hereby approved for the Brown County Plan Commission.

Dated this _____ day of _____, 20____

Terry L. Van Hout
Brown County Property Lister

I, David J. Chrouser, Professional Land Surveyor, PLS-1579, do hereby certify that I have surveyed the above described property and that this survey is an accurate representation of the exterior boundary lines and the location of each unit within the property.

This plat is a correct representaion of "THE FIELDS CONDOMINIUMS, A LAND ONLY CONDOMINIUM, SECOND ADDENDUM" as proposed at the date hereof, and the identification and location of each unit and the common elements can be determined from the plat.



March 13, 2019

Legend

- 1.32" (o.d.) x 18" iron pipe weighing 1.68 lbs/lin ft set
- 1" iron pipe found
- ⊙ Brown County monument — type noted

OWNER

Crosspoint Church Inc.

Robert E. Lee & Associates

TAX PARCEL NO.
WD-1831
WD-1838
Data File: H-3405.txt

Mau & Associates, LLP
LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING
Phone: 920-434-9670 Website: www.mau-associates.com
400 Security Blvd Ste 1, Green Bay, WI 54313-9712

SCALE
1"=50'

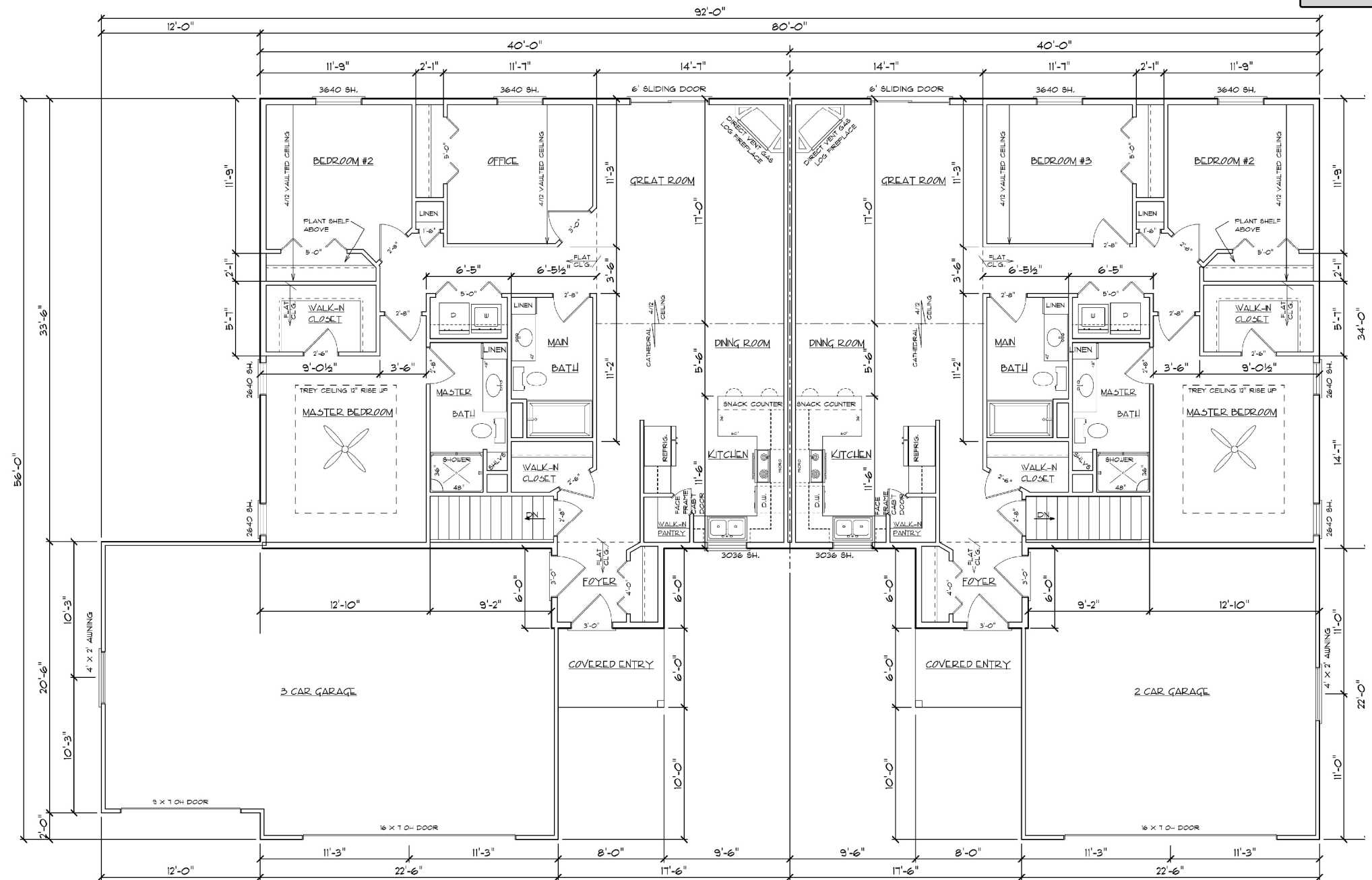
DRAWN BY
MRA

PROJECT NO.
H-3405

SHEET NO.
1 of 1

DRAWING NO.
X-888

File: H-3405Condo 2nd Addendum 031319.dwg



“PRELIMINARY PLAN ONLY”
(NOT TO BE USED FOR CONSTRUCTION)

FIRST FLOOR PLAN

1411 SQUARE FEET
PER UNIT

SCALE 1/4" = 1'-0"

Attachment: General Development Plan - Southbridge Condos (8149 : Recommendation regarding a



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Peter Schleinz

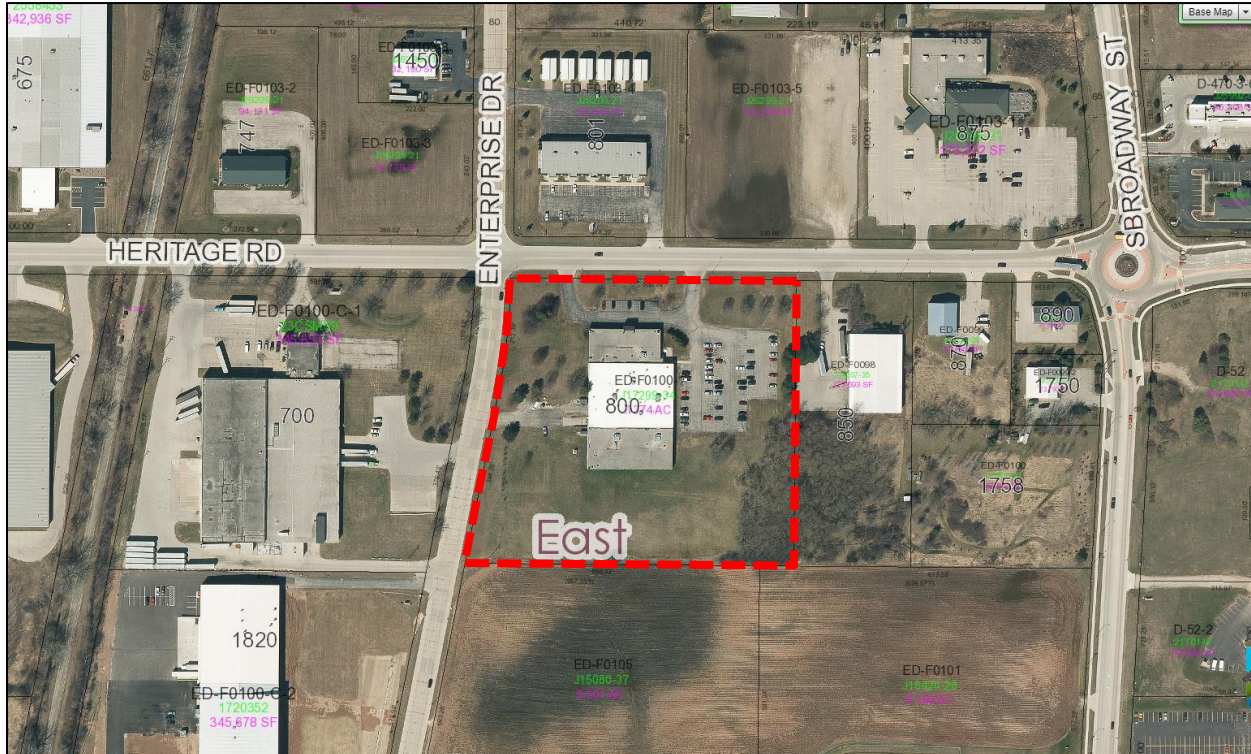
SUBJECT: Recommendation regarding a Site Plan for a building addition for Romo INC at 800 Heritage Road (Parcel ED-F0100-1). Submitted by Skyler Witalison, Mach IV Engineering, authorized representative for Darling Investments LLC, property owner.

ATTACHMENTS:

- Report to Plan Commission - Site Plan at 800 Heritage RD - Romo - APRIL REVISION (DOCX)
- Application Form (PDF)
- Site Plan - PRELIMINARY REVISED 2 - 04 Apr 2019 (PDF)

- ITEM 5:** Recommendation regarding a Site Plan for a building addition for Romo INC at 800 Heritage Road (Parcel ED-F0100-1). Submitted by Skyler Witalison, Mach IV Engineering, authorized representative for Darling Investments LLC, property owner.

SITE MAP



REQUESTED ACTION: Site Plan approval

An addition at the south end of an existing industrial building.

NOTE: Plan Commission referred this item back to staff on February 25, 2019, due to needed revisions to the building façade materials and the location for outdoor storage.

COMMON DESCRIPTION: 800 Heritage Road, located southeast from the Heritage Road and Enterprise Drive intersection.

PARCEL NUMBERS: ED-F0100-01

EXISTING ZONING: I-1 (Industrial Park District)

SURROUNDING LAND USES: Business to the north.
Industrial and business to the east and west.

COMPREHENSIVE PLAN: Industrial Park

APPLICANT / OWNER:

Skyler Witalison	Darling Investments LLC
Authorized Representative	Property owner
2260 Salscheider Court	800 Heritage Road
Green Bay, WI 54313	De Pere, WI 54115-3149

SITE HISTORY:

After a review of air photographs, the subject area was originally agricultural. The Romo INC site was proposed to be developed, starting in 1991.

STAFF REVIEW:

When reviewing a Site Plan request, staff considers the zoning code, future land use recommendation of the Comprehensive Plan and the surrounding land uses and desired development patterns.

The applicant proposes to construct a 21,230 building addition to an existing 41,843 s.f building (total 63,073 s.f.) in the East Industrial Park. The addition will include warehousing, staging, staff areas and a modified staff entry connection to the parking lot at the east end of the building. The addition will also include a modified driveway connection to Enterprise Drive, loading bays, outdoor storage, and a recycling/garbage area at the west end of the building.

- The Board of Appeals will review a variance for the location of the outdoor storage area on April 22, 2019 (prior to the Plan Commission meeting)

On February 25, 2019, the Plan Commission reviewed the site plan to staff so that the petitioner could revise the site plan to bring building materials into compliance and relocate the outdoor storage area to an approvable location or attempt to obtain a variance from the Board of Appeals. The street facing building façade materials have been changed from 100% metal (architectural panel) to a combination of the following materials:

- Chamfered split face concrete masonry unit (painted white to match existing)
 - Same material is used for walls of outdoor storage area and recycling/garbage area
- Lexan translucent panel (seir gray)
- Architectural panel (slate gray)

The remaining architectural panel is being used as an architectural feature, rather than a primary façade material. The use of translucent panels is being used to let light into the building. Translucent paneling is not specifically called out as permitted in the Municipal Code but may be approved by Plan Commission as "Other materials...", per Municipal Code 14-60((6)(c)(7).

The addition of the new bay doors on the west side building requires screening from Heritage Road and Enterprise Drive, which has been addressed with the addition of trees to the existing landscaping plan.

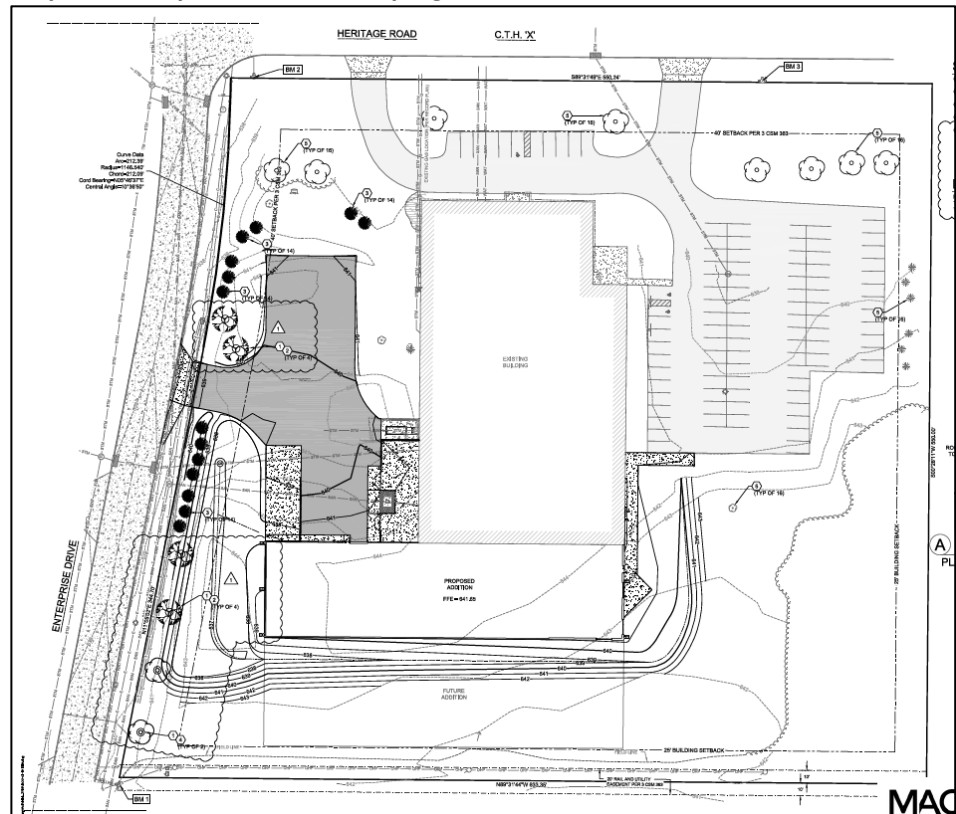
The site plan complies with the following massing and setback requirements set by the I-1 Industrial Park District (Section 14-47):

- Land Use: Industrial Sign Company (existing / permitted)
- Lot Size: 321,211.4 sq. ft. (N/A s.f. required)
- Front Yard Setback: 100+ feet (40 feet required)
- Corner Side Yard Setback: 75+ feet (40 feet required)
- Interior Side Yard Setback: 250+ feet (25 feet required)
- Rear Yard Setback: 225+ feet (25 feet required)
- FAR: 0.12 (0.6 or less required)
- Building Height: ~22.5 feet (35 feet with 75 foot maximum alternative)
- Landscaping: 58.3% greenspace, 36 total tree count (33 trees required)
 - *The site plan indicates 32 trees required, which is incorrect*

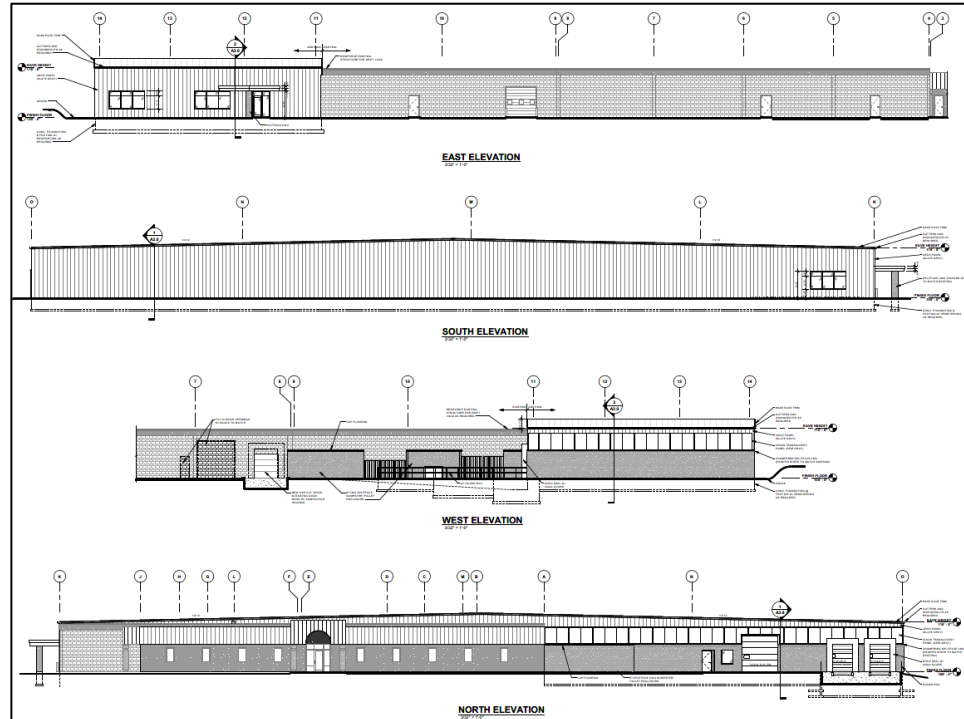
Parking requirements have been met with 98 total stalls (existing). The below chart summarizes the existing marked stalls (per air photo), proposed stalls to be added, and required stalls:

LOCATION	EXISTING	ADDED	REQUIRED	CRITERIA MET?
Staff & Visitor	98	0	63	--
TOTAL	98	0	63	YES

Proposed site plan with landscaping included.



View of front, sides, and rear of building and addition (north elevation is front-“Heritage Road” view and west elevation is corner side “Enterprise Drive” view).



Three dimensional renderings provided by the petitioner.



STAFF COMMENTS:

The following staff comments are conditions that need to be met, per City staff review, if the site plan is approved.

Engineering:

1. Make note on the plan where applicable - all concrete work in public ROW must be completed by City approved concrete contractor. An excavation permit will be required for any excavation of City ROW. Please contact City of De Pere

Department of Public Works to obtain Concrete License \$45 or Excavation Permit.

Fire:

1. None.

Forestry:

1. None.

Health:

1. None.

Planning:

1. Identify the materials and colors used on all facades. Materials facing the street must comply with 14-6-(6)(c). The building identifies the use of a combination of the use of masonry, translucent panels, and architectural panels. The translucent panels require Plan Commission review.
2. A variance is being petitioned from the Board of Appeals (BOA) on April 22, 2019, to allow outdoor storage area to be located at less than the rear 25% of the side yard or in the rear yard. The outdoor storage area must be relocated if a variance is not approved.
3. Provide scaled elevations of the dumpster and outdoor storage enclosure. Identify the materials and colors (should match existing/proposed building).

Inspection:

1. None.

The above conditions must be addressed via revised submittals and staff review and approval prior to issuance of a site plan approval memo.

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 21,230 s.f. building addition, etc., to an existing industrial building called Romo INC, subject to compliance with the conditions listed in the 'Staff Comments' section of this report and successfully obtaining a variance for outdoor storage from Board of Appeals.

Staff also recommends APPROVAL of the use of translucent panels and architectural panel details on the street fronted sides of the addition.

CITY OF DE PERE
RECEIVED
JAN 4 2019
PLANNING DEPT.

	CITY OF DE PERE APPLICATION FOR SITE PLAN REVIEW	Fee: \$ 305.00 Receipt #: 138733 Date: 1-04-19
---	---	--

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, LLC.	Authorized Representative Skyler Witalison	Title Project Manager	
Mailing Address 2260 Salscheider Ct	City Green Bay	State WI	ZIP Code 54313
Email Address switalison@mach-iv.com	Phone Number (incl. area code) 920-569-5765	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) Darling Investments, LLC. (Romo Durable Graphics)	Contact Person Jonathan Darling	Title Owner	
Mailing Address 800 Heritage Road	City De Pere	State WI	ZIP Code 54115
Email Address	Phone Number (incl. area code) 920-712-4083	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description Romo Durable Graphics - 800 Heritage Road, De Pere, WI 54113	Parcel No. ED-F0100-1
---	--------------------------

SECTION 4: Project Information

Existing Zoning:	I-1 (Industrial)		
Present Use of Parcel:	Industrial (manufacturing)		
Proposed Use of Parcel:	Same as Previous		
Estimated Start Date:	4/15/2019	Estimated Completion Date:	7/15/2019

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) JONATHAN DARLING	Title OWNER	Phone Number 920-569-5765
Signature of Applicant Skyler Witalison (AUTHORIZED REP. / ENGINEER)		Date Signed 1-2-2019

TO BE COMPLETED BY CITY STAFF

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

Attachment: Application Form (8148) : Recommendation regarding a Site Plan for a building addition for Romo INC at 800 Heritage Road (Parc)



LETTER OF TRANSMITTAL

TO: CITY OF DE PERE - PLANNING	DATE: 01/04/2019	JOB No: 1600-01-18
335 S BROADWAY	RE: ROMO DURABLE GRAPHICS, INC.	
DE PERE, WI 54115	APPLICATION FOR SITE PLAN REVIEW	
ATTENTION: SITE PLAN REVIEW		

WE ARE SENDING YOU:

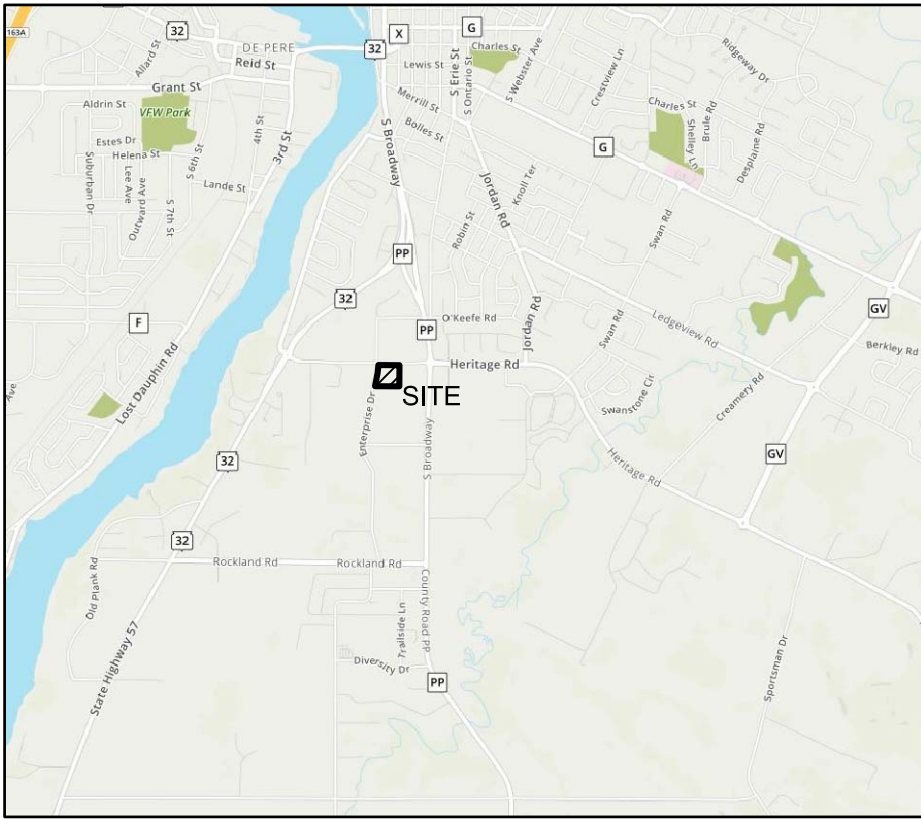
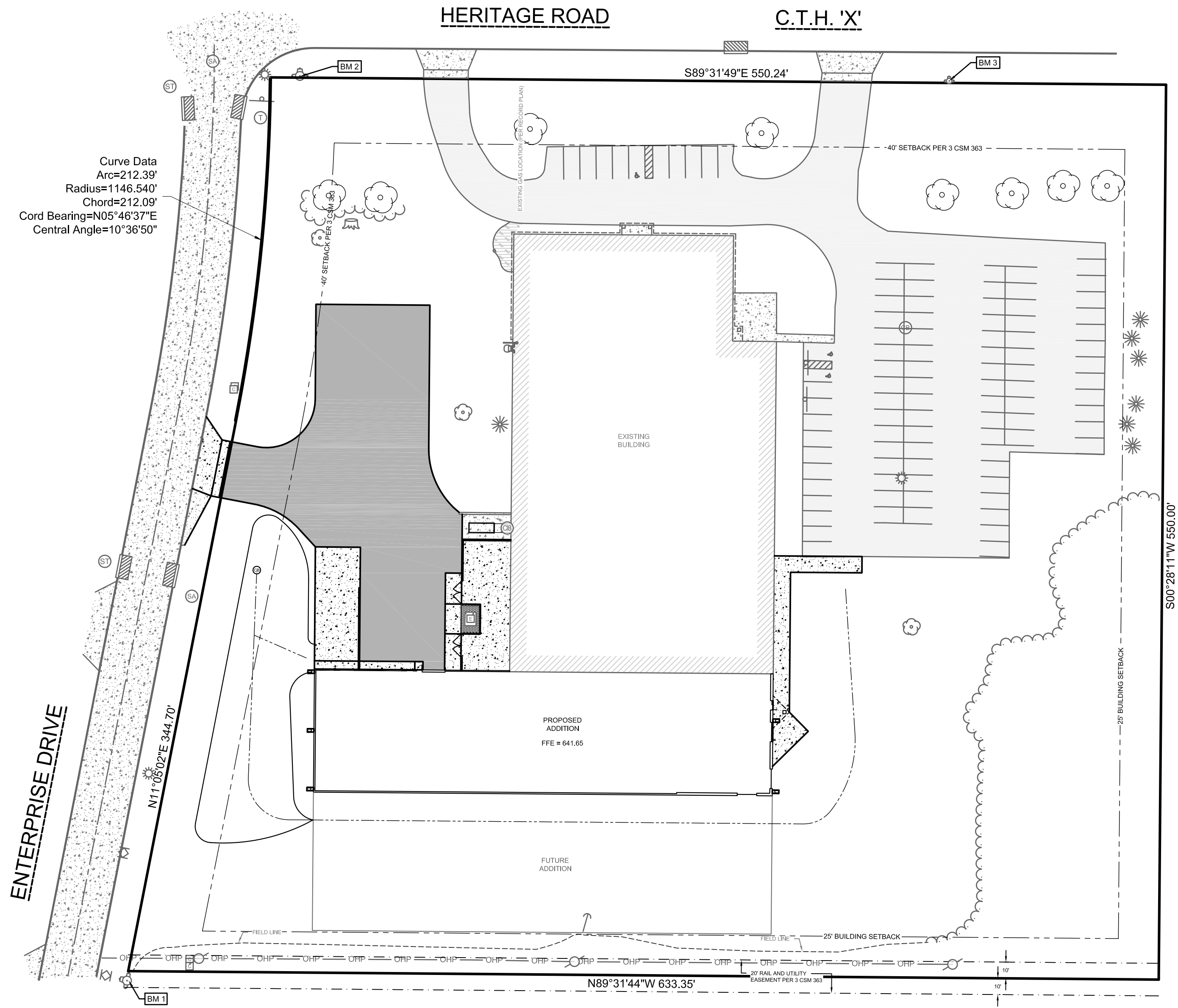
COPIES	DESCRIPTION
1	24X36 CIVIL PLANS
1	11X17 CIVIL PLANS
1	SITE PLAN APPLICATION
1	PERMIT FEE CHECK (\$305.00)
1	STORM WATER MANAGEMENT PLAN

NOTES:

THANK YOU,

Skyler Witalison

SKYLER WITALISON, P.E.



LOCATION MAP

800 HERITAGE ROAD
DE PERE, WI 54113

NOT TO SCALE

COVER SHEET

Benchmarks		
Label	Elevation	Description
BM 1	642.65	HYDRANT - TAG BOLT
BM 2	639.11	HYDRANT - TAG BOLT
BM 3	638.83	HYDRANT - TAG BOLT

LEGAL DESCRIPTION

ALL OF PARCEL B OF VOLUME 3 CERTIFIED SURVEY MAPS, PAGE 363, BEING PART OF THE NE 1/4 OF THE NW 1/4 & THE SW 1/4 OF THE NW 1/4 OF SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST.

CIVIL SHEETS INDEX

- C0.1 COVER SHEET
- C1.0 DEMOLITION PLAN
- C2.0 SITE PLAN
- C3.0 UTILITY PLAN
- C4.0 GRADING PLAN
- C5.0 EROSION CONTROL PLAN
- C5.1 EROSION CONTROL DETAILS
- C6.0 DETAILS
- L1.0 LANDSCAPE PLAN

CIVIL GENERAL NOTES:

- SURVEY WAS PERFORMED BY MACH IV ENGINEERING & SURVEYING LLC 11-15-2018.
- SURVEY VERTICAL DATUM IS NAVD88.
- UTILITY LOCATES PER DIGGERS HOTLINE WEB REQUEST #20184602431
- THIS SURVEY DOES NOT GUARANTEE THE EXISTENCE/ NON-EXISTENCE, SIZE, TYPE OR LOCATION OF UNDERGROUND UTILITIES. UTILITIES SHOWN ARE BASED ON ABOVEGROUND UTILITY STRUCTURES (I.E. VALVES, MANHOLES ETC.), AND AVAILABLE UTILITY MAPS AND PLANS.
- UNLESS OTHERWISE INDICATED, ALL EXISTING STRUCTURES AND FACILITIES SHALL REMAIN.
- PROVIDE TURF, AS SPECIFIED TO ALL DISTURBED AREAS NOT RECEIVING PAVEMENTS, CURBS, SIDEWALKS, BUILDINGS, OR LANDSCAPING, WITHIN THE LIMITS OF CONSTRUCTION.
- NO LAND DISTURBING ACTIVITIES SHALL TAKE PLACE UNTIL ALL TEMPORARY SOIL EROSION DEVICES ARE INSTALLED.
- ALL GRADE TRANSITIONS BETWEEN NEW AND EXISTING SHALL BE SMOOTH AND GRADUAL WITH NO SHARP OR ABRUPT CHANGES.
- COORDINATE THE WORK OF ALL TRADES - VERIFY ALL FIELD CONDITIONS, QUANTITIES AND DIMENSIONS PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCIES SHALL BE PROMPTLY BROUGHT TO THE ATTENTION OF THE ARCHITECT.
- EXECUTE ALL WORK WITH CARE AS TO PROTECT FROM DAMAGE ADJACENT EXISTING FEATURES TO REMAIN. ANY SUCH DAMAGE SHALL BE REPAIRED OR REPLACED TO MATCH THE ORIGINAL CONDITION AS APPROVED BY THE ARCHITECT.
- UNLESS REFERRED TO, OR INDICATED AS "EXISTING", ALL WORK SHOWN ON THESE DRAWINGS SHALL BE CONSIDERED AS NEW AND PROVIDED UNDER THIS CONTRACT.
- FINISHED GRADE OF TOPSOIL (AFTER COMPACTION) SHALL BE 1/2" TO 1" BELOW TOP OF ABUTTING PAVEMENTS, SIDEWALKS, AND CURBING ON PRIVATE PROPERTY.
- NO DISTURBANCE SHALL OCCUR OUTSIDE OF SITE LIMITS.
- GENERAL CONTRACTOR SHALL OBTAIN APPROVAL FROM OWNER AND MUNICIPALITY PRIOR TO ANY LAND DISTURBANCE OUTSIDE THE CONSTRUCTION LIMITS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING WORK IN RIGHT OF WAY PERMITS.
- NO HAZARDOUS MATERIALS WILL BE STORED ON-SITE.
- FOR LEGEND AND ABBREVIATIONS SEE SHEET C0.1.
- FOR EROSION CONTROL PLAN AND NOTES SEE SHEETS C5.0 AND C5.1.
- FOR NOTES SHOWN THUS, "C", SEE SHEET KEY NOTES, ON SHEET THEY APPEAR.

ABBREVIATIONS

AC	ACRE	MIN	MINIMUM
AEW	APRON END WALL	mm	MILLIMETER
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS	N	NORTH
BM	BENCHMARK	NE	NORTHEAST
C	CABLE	OC	ON CENTER
CB	CATCH BASIN	OD	OUTSIDE DIAMETER
CI	CURB INLET	OHP	OVER HEAD POWER
CMP	CORRUGATED METAL PIPE	OL	OUTLOT
CO	CLEAN OUT	PSI	POUNDS PER SQUARE INCH
CSM	CERTIFIED SURVEY MAP	PVC	POLYVINYL CHLORIDE
C.T.H	COUNTY TRUNK HIGHWAY	R	RADIUS
DIA	DIAMETER	RAD	RADIUS
DOT	DEPARTMENT OF TRANSPORTATION	RCP	REINFORCED CONCRETE PIPE
E	EAST	REQ	REQUIRED
E	ELECTRIC (BURIED)	S	SOUTH
EL	ELEVATION	SA	SANITARY
FDM	FACILITIES DEVELOPMENT MANUAL	SAN	SANITARY
FFE	FIRST FLOOR ELEVATION	SCHD	SCHEDULE
FL	FLOW LINE	S.D.	SUMP DEPTH
FO	FIBER OPTIC	SQ	SQUARE
FT	FEET	ST	STORM
G	GAS	S.T.H.	STATE TRUNK HIGHWAY
G.F.E.	GROUND FLOOR ELEVATION	STM	STORM
GRADE	GRADE	T	TELEPHONE
HDPE	HIGH DENSITY POLYETHYLENE	T/C	TOP OF CURB
INLET	INLET	U.S.H.	UNITED STATES HIGHWAY
INV	INVERT	V	VARIES
M	METER	W	WEST
MAX	MAXIMUM	WAT	WATER
MH	MANHOLE	WI	WISCONSIN
		WisDOT	WISCONSIN DEPARTMENT OF TRANSPORTATION



2260 Salscheider Court Green Bay, WI 54313
PH:920-569-5765; Fax: 920-569-5767
www.mach-iv.com
Project Number: 1600-01-18



PROPOSED FOR:

ROMO INC.
800 HERITAGE ROAD
DE PERE
WISCONSIN

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REVISIONS

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PROJECT MANAGER:
C. VANDE WETTERING

DESIGNER:
R. MACH

DRAWN BY:
RPH

IED PROJECT MANAGER:

EXPEDITOR:

SUPERVISOR:

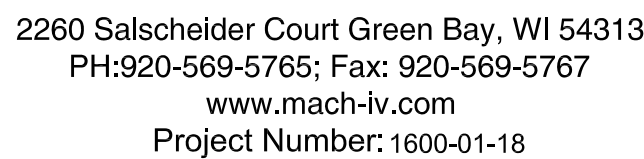
CONTRACT NO.

IED NO:

DATE:
03-29-2019

SHEET:

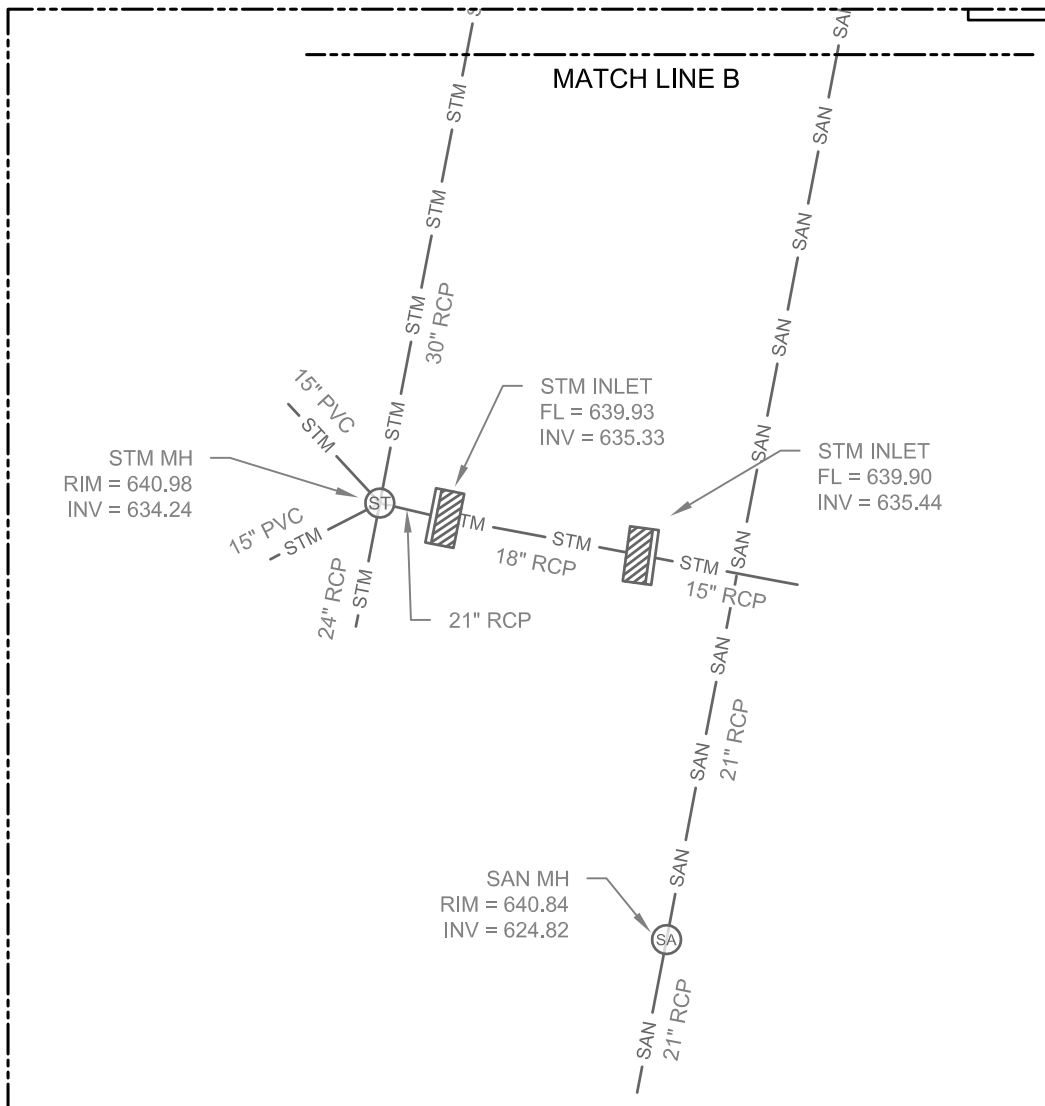
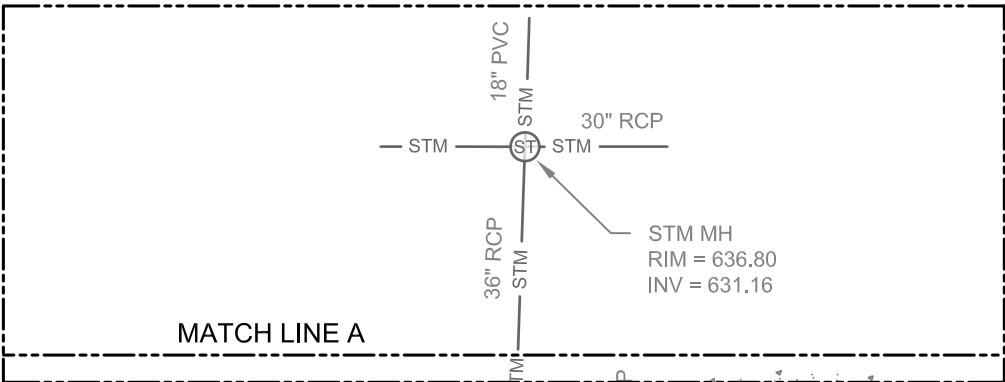
C0.1



Benchmarks		
Label	Elevation	Description
BM 1	642.65	HYDRANT - TAG BOLT
BM 2	639.11	HYDRANT - TAG BOLT
BM 3	638.83	HYDRANT - TAG BOLT

- ① CONSTRUCTION / GRADING LIMITS
- ② REMOVE TREE AND GRUB ROOTS TO 3' BELOW FINISHED SURFACE
- ③ REMOVE SHRUB AND GRUB ROOTS TO 3' BELOW FINISHED SURFACE
- ④ PROTECT GAS METER AND SERVICE
- ⑤ REMOVE / SALVAGE GRAVEL
- ⑥ REMOVE ASPHALT
- ⑦ SAW CUT CONCRETE
- ⑧ REMOVE CONCRETE
- ⑨ SAW CUT CONCRETE CURB HEAD AND REMOVE
- ⑩ REMOVE TIMBER RETAINING WALL
- ⑪ REMOVE DRAIN TILE
- ⑫ REMOVE FENCE - TRASH ENCLOSURE
- ⑬ REMOVE / SALVAGE BOLLARD
- ⑭ SEE NOTE

NOTE:
ALL CONCRETE WORK IN PUBLIC RIGHT-OF-WAY MUST BE COMPLETED BY CITY APPROVED CONCRETE CONTRACTOR. AN EXCAVATION PERMIT WILL BE REQUIRED FOR ANY EXCAVATION OF CITY RIGHT-OF-WAY. PLEASE CONTACT CITY OF DE PERE DEPARTMENT OF PUBLIC WORKS TO OBTAIN CONCRETE LICENSE \$45 OR EXCAVATION PERMIT.



Keller

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FOX CITIES
N216 State Road 55
P.O. Box 620

Kaukauna, WI 54130
PHONE (920) 766-5795 /
1-800-236-2534
FAX (920) 766-5004

MILWAUKEE

W204 N11509 Goldendale
Germantown, WI 53
PHONE (262) 250-9

FAX (262) 250-974

WAUSAU

5605 Lilac Av
Wausau, WI
PHONE (715)

FAX (715) 849-3181

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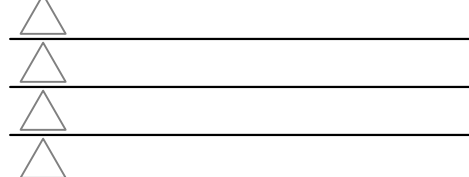
ROMO INC.

WISCONSIN

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PROJECT MANAGER:
C. VANDE WETTERIN

DESIGNER B. MAG

DRAWN BY: RP

IED PROJECT MANAGER:

EXPEDITOR:

SUPERVISOR:

CONTRACT NO.

IED NO:

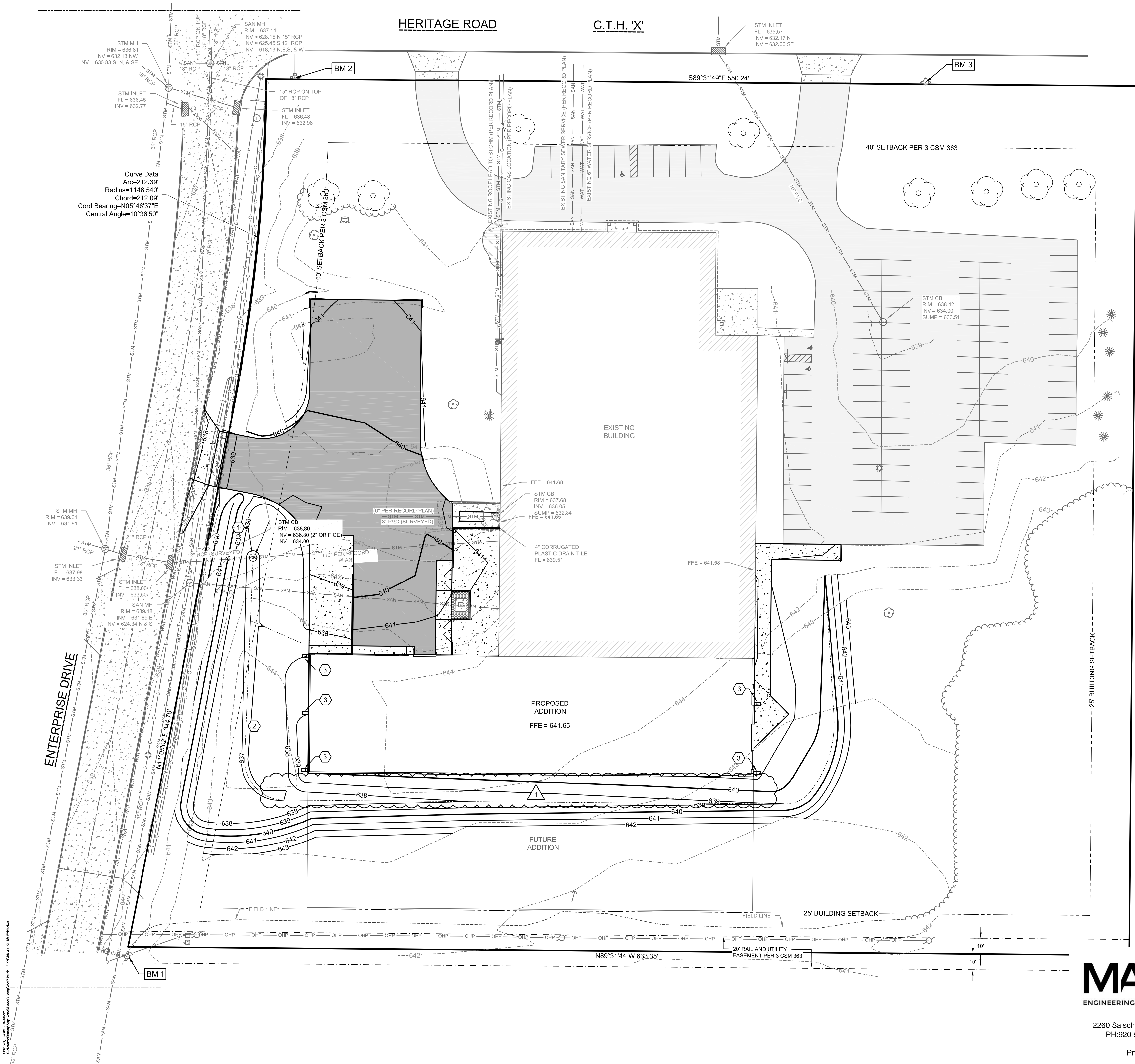
DATE: _____

SHEET.

C10

C1.0

Packet Pg. 41



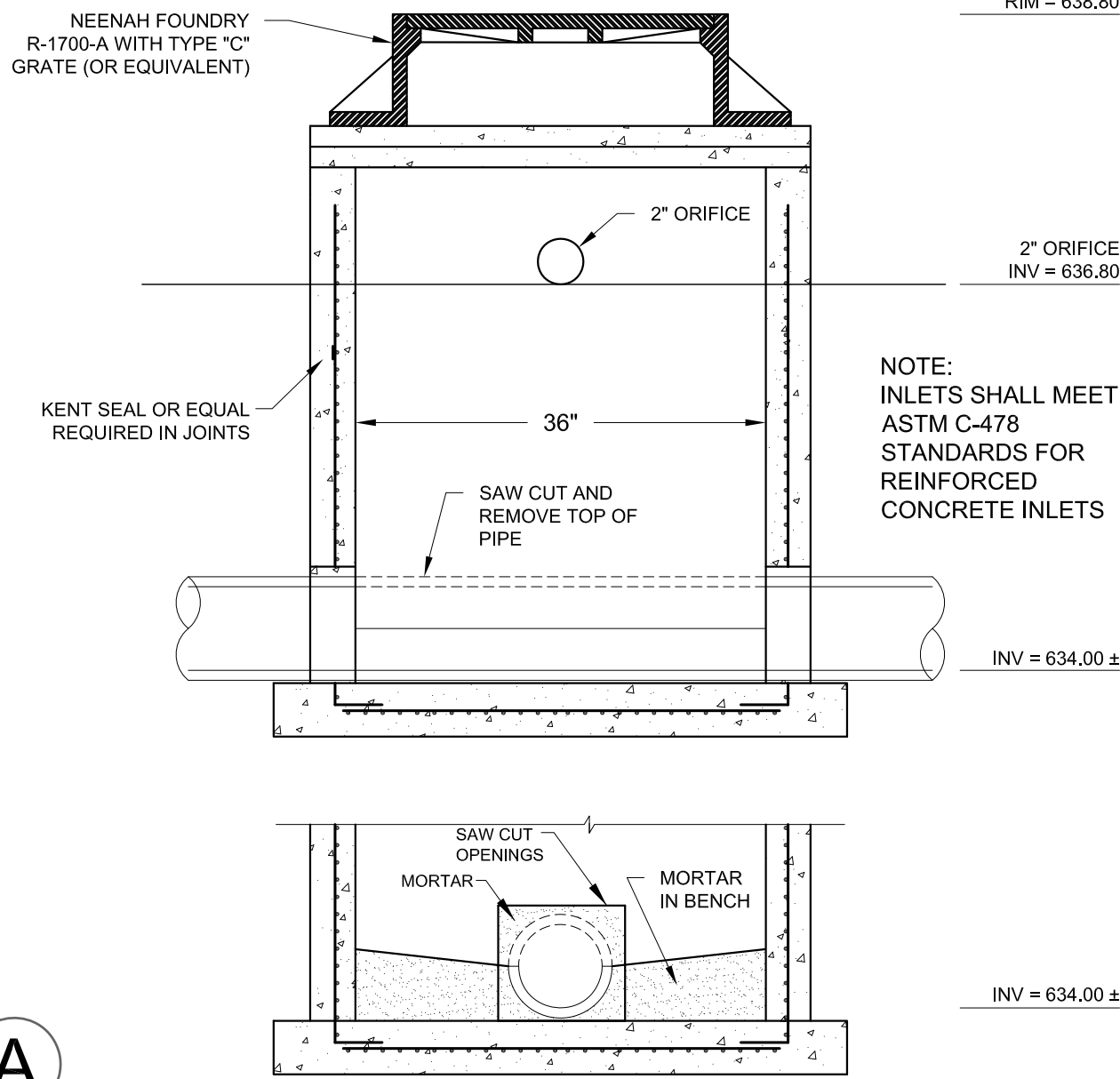
UTILITY PLAN

Benchmarks		
Label	Elevation	Description
BM 1	642.65	HYDRANT - TAG BOLT
BM 2	639.11	HYDRANT - TAG BOLT
BM 3	638.83	HYDRANT - TAG BOLT

SHEET KEY NOTES:

- 1 CATCH BASIN - 36" DIAMETER, CONSTRUCT STRUCTURE OVER EXISTING PIPE; SEE DETAIL A THIS SHEET
- 2 DRY BASIN POND; SEE SHEET C4.0
- 3 DISCH DOWNSPOUT ON GRADE SPLASH BLOCK; REFER TO ARCHITECTURAL DRAWINGS FOR LOCATION

1



CONCRETE CATCH BASIN

UTILITY NOTES:

1. ALL SERVICE LATERALS SHALL HAVE TRACER WIRE.
2. ALL WORK SHALL CONFORM TO THE MOST RECENT EDITION OF "STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN" AND THE MUNICIPALITY'S STANDARD SPECIFICATIONS.
3. STORM SEWER SHALL BE PVC SDR 35 (ASTMD-3034) OR SCH 40.
4. NOTIFY THE MUNICIPALITY THREE WORKING DAYS PRIOR TO WORK IN THE RIGHT OF WAY.
5. CONNECTIONS TO MUNICIPALITY SYSTEMS SHALL BE IN ACCORDANCE WITH THEIR STANDARD SPECIFICATIONS.
6. STORM SEWER PLACED BENEATH PROPOSED BUILDING OR PROPOSED BUILDING ADDITION SHALL BE SDR 26 PVC OR EQUIVALENT APPROVED MATERIAL PER SPS TABLE 384.30-2.



2260 Salschelder Court Green Bay, WI 54313
PH:920-569-5765; Fax: 920-569-5767
www.mach-iv.com
Project Number: 1600-01-18



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N216 State Road 55
P.O. Box 620

Kaukauna, WI 54130
PHONE (920) 766-5735 /
1-800-236-2534
FAX (920) 766-5004

MILWAUKEE
W204 N1509 Goldendale Road
Germantown, WI 53022

PHONE (262) 250-9710
1-800-236-2534
FAX (262) 250-9740

MADISON
711 Lois Drive
Sun Prairie, WI 53590

PHONE (608) 318-2336
FAX (608) 318-2337

WAUSAU
5605 Lilac Ave

Wausau, WI 54401
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REVISIONS

03/25/2019 DESIGN CHANGES

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PROJECT MANAGER:

C. VANDE WETTERING

DESIGNER:

R. MACH

DRAWN BY:

RPH

IED PROJECT MANAGER:

EXPEDITOR:

SUPERVISOR:

CONTRACT NO.

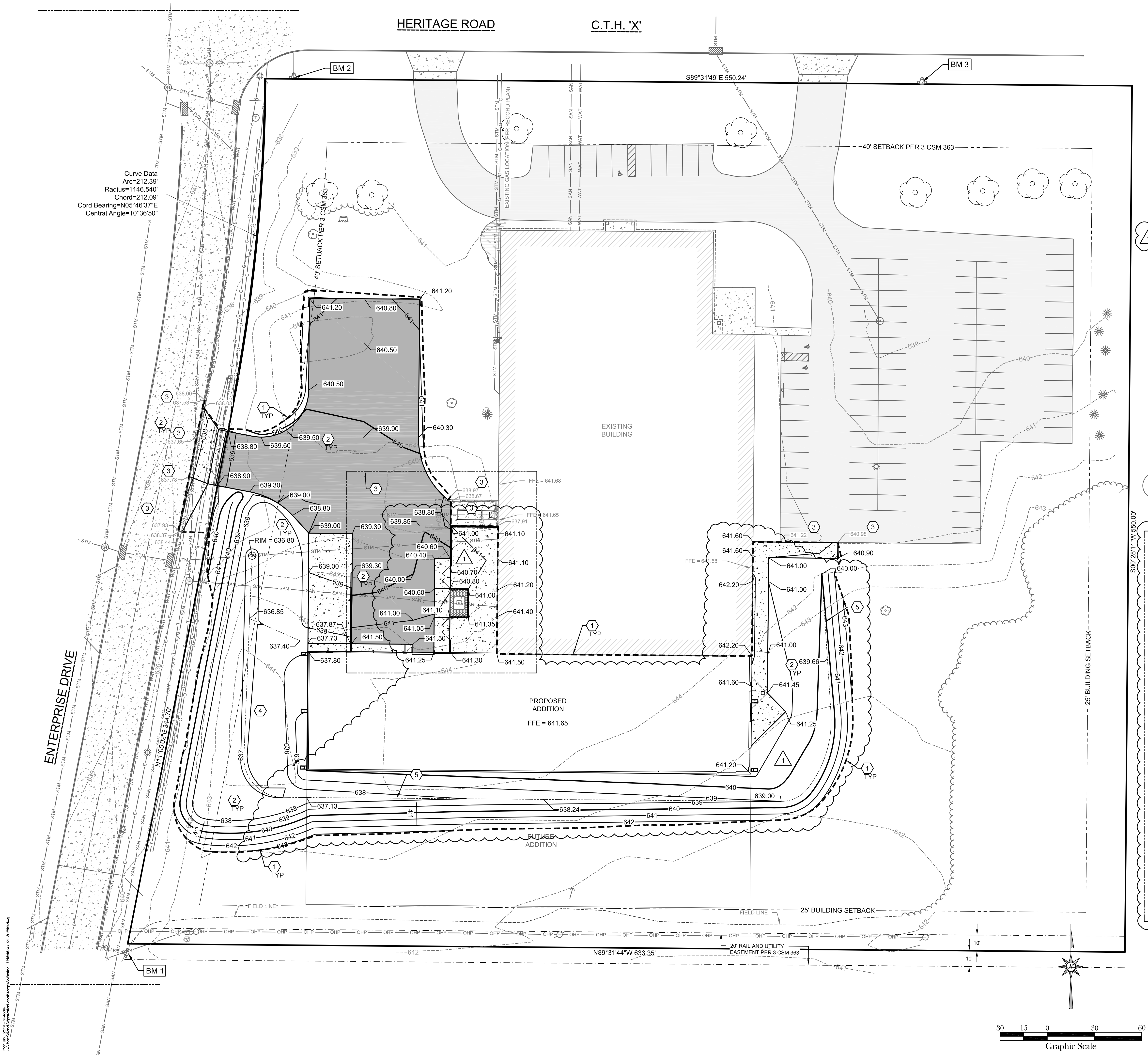
IED NO:

DATE:

03-29-2019

SHEET:

C3.0



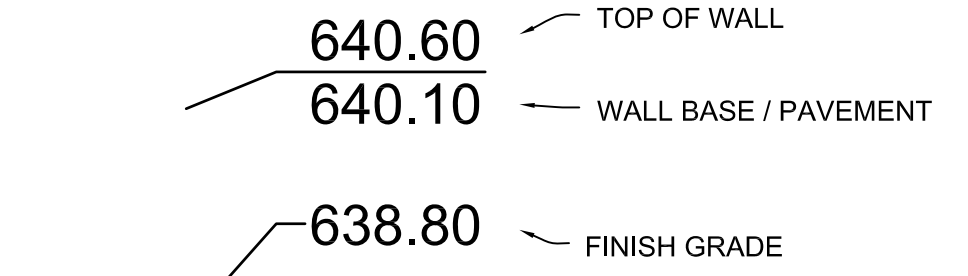
Curve Data
Arc=212.39'
Radius=1146.540'
Chord=212.09'
Cord Bearing=N05°48'37"E
Central Angle=10°36'50"

GRADING PLAN

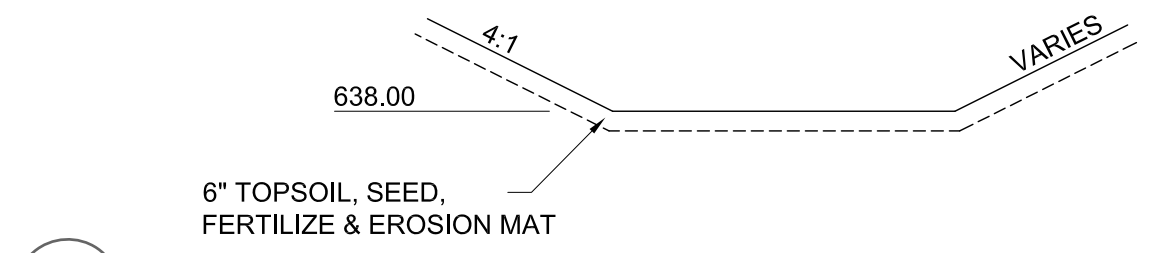
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SHEET KEY NOTES:

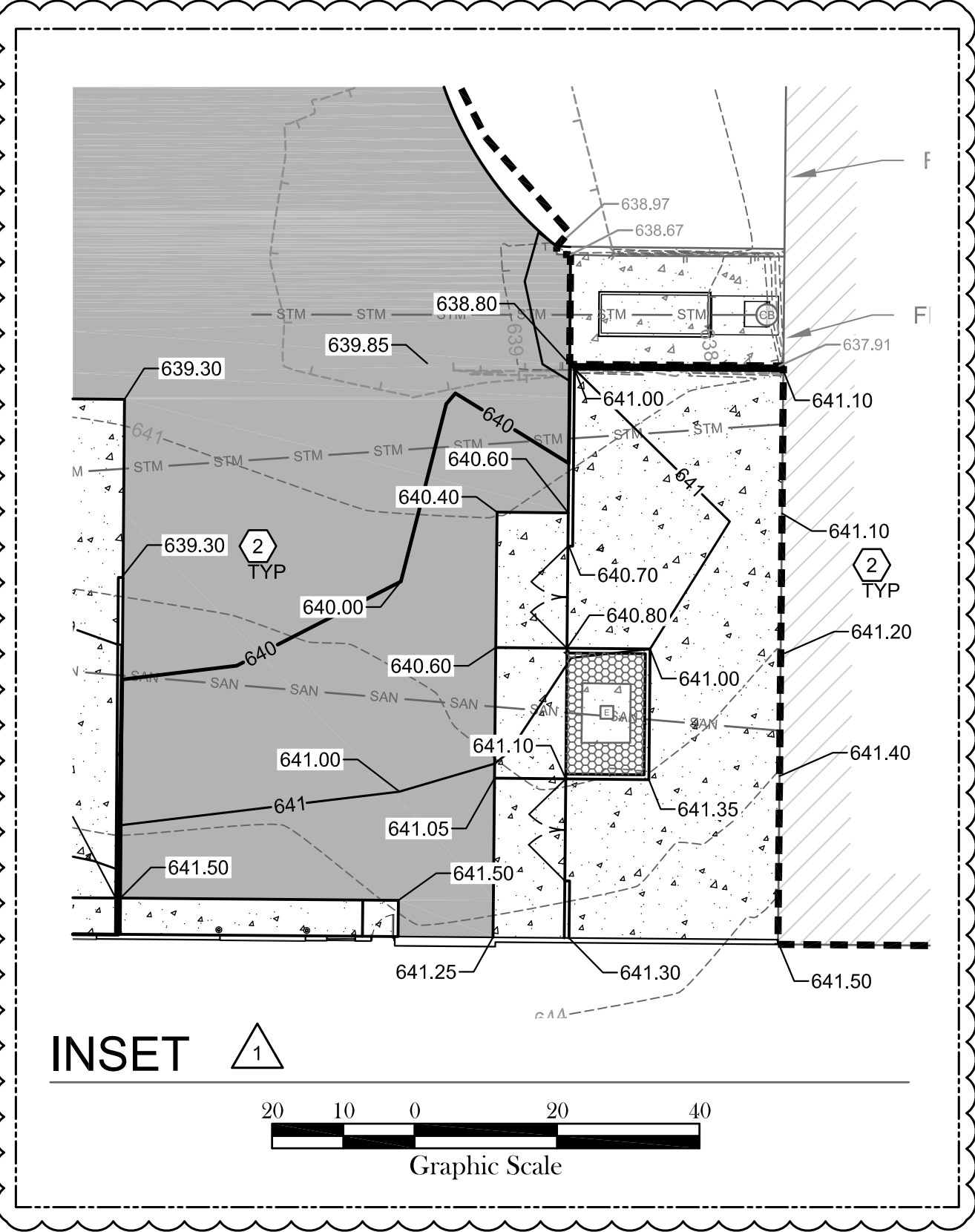
- 1 CONSTRUCTION / GRADING LIMITS
- 2 SPOT GRADE; SEE DETAIL A THIS SHEET
- 3 MATCH EXISTING
- 4 DRY DETENTION POND; SEE DETAIL B THIS SHEET
- 5 SWALE
- 6 SEE INSET THIS SHEET



A
SPOT GRADE KEY



B
DRY DETENTION POND TYPICAL SECTION



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REVISIONS	
1	03/25/2019 DESIGN CHANGES
2	
3	

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PROJECT MANAGER: C. VANDE WETTERING

DESIGNER: R. MACH

DRAWN BY: RPH

IED PROJECT MANAGER:

EXPEDITOR:

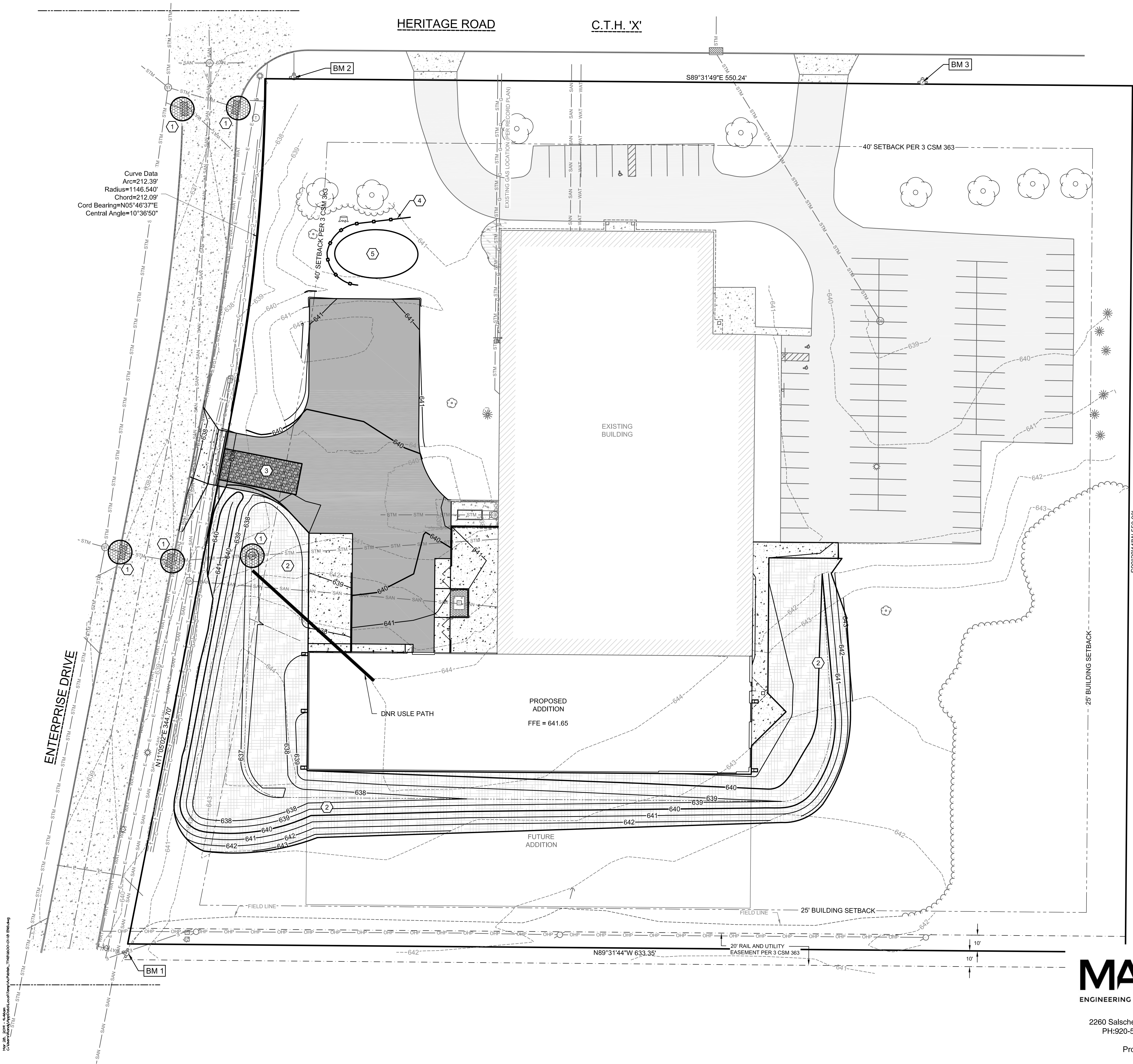
SUPERVISOR:

CONTRACT NO.

IED NO:

DATE: 03-29-2019

SHEET:



EROSION CONTROL PLAN

SHEET KEY NOTES:

1. INLET PROTECTION; SEE DETAIL A SHEET C5.1
2. CLASS I URBAN, TYPE B WOOD EROSION CONTROL MAT WITH E-STAPLES; SEE DETAIL B SHEET C5.1
3. STONE TRACKING PAD; SEE DETAIL C SHEET C5.1
4. SILT FENCE; SEE DETAIL D SHEET C5.1
5. TEMPORARY TOPSOIL STOCKPILE LOCATION

PLANNED EROSION CONTROL PRACTICES:

1. SILT FENCE (TECH. STANDARD 1056)
SILT FENCING WILL BE REQUIRED DOWNSLOPE OF ALL DISTURBED AREAS, INCLUDING ANY DISTURBED AREAS OF THE INDIVIDUAL LOTS, AND WHERE NOTED ON THE SITE PLAN. IF THE SILT FENCE IS LOCATED IN A CHANNELIZED AREA, TWO CONSECUTIVE SILT FENCES WILL BE INSTALLED, OR ONE STRAW BALE FENCE WILL BE INSTALLED.
2. INLET PROTECTION (TECH STANDARD 1060)
INLET PROTECTION SHALL BE INSTALLED AT ALL EXISTING AND PROPOSED STORM DRAIN INLETS ON THE PROJECT SITE AND IMMEDIATELY DOWN STREAM FROM ANY DISTURBED AREAS.
3. DUST CONTROL (TECH STANDARD 1068)
DUST CONTROL SHALL BE IMPLEMENTED IN ACCORDANCE WITH THE ABOVE MENTIONED TECHNICAL STANDARD, WHERE POSSIBLE DUST CONTROL SHALL BE WISDOT TYPE B SOIL STABILIZER OR TEMPORARY SEED.
4. STOCKPILED TOPSOIL TEMPORARY FILL PILES
SILT FENCING OR STRAW BALE FENCING WILL BE REQUIRED AROUND ALL STOCKPILED TOPSOIL OR TEMPORARY FILL PILES. SOIL PILES OF MORE THAN 10 CUBIC YARDS THAT WILL BE IN EXISTENCE FOR MORE THAN 7 DAYS SHALL BE SEEDED AND/OR MULCHED TO PROVIDE VEGETATIVE COVER AND SHALL USE SILT FENCING OR STRAW BALES FENCING UNTIL THE VEGETATION IS ESTABLISHED.
5. TEMPORARY CONSTRUCTION ENTRANCE/EXIT (TECH. STANDARD 1057)
A NEW GRAVEL CONSTRUCTION ENTRANCE WILL BE INSTALLED AT ALL CONSTRUCTION ACCESS POINTS TO PREVENT SEDIMENT FROM TRACKING ONTO THE ROADWAYS.
6. EROSION CONTROL MATS (TECH. STANDARD 1053)
EROSION CONTROL MATS WILL BE INSTALLED IN AREAS AS SHOWN ON THE SITE PLAN, AND IN ALL OTHER AREAS WHERE EXCESSIVE EROSION IS TAKING PLACE. INSTALLATION WILL FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR PLACEMENT AND STAPLING.
7. DEWATERING (TECH STANDARD 1061)
SHOULD DEWATERING BE REQUIRED FOR INSTALLATION OF PLANNED IMPROVEMENTS, SEDIMENT SHALL BE REMOVED FROM WATER GENERATED DURING DEWATERING ACTIVITIES PRIOR TO DISCHARGING OFF-SITE OR TO WATERS OF THE STATE.

MAINTENANCE PLAN:

1. ALL EROSION CONTROL AND STORM WATER MANAGEMENT PRACTICES WILL BE CHECKED FOR STABILITY AND OPERATION EVERY 7 DAYS AND WITHIN 24 HOURS OF A STORM PRODUCING AT LEAST 0.5 INCHES OF RAINFALL. ANY NEEDED REPAIRS WILL BE MADE IMMEDIATELY TO MAINTAIN ALL PRACTICES AS DESIGNED. ALSO, ANY SEDIMENT THAT HAS BEEN DEPOSITED OFF-SITE FROM THIS CONSTRUCTION PROJECT SHALL BE CLEANED UP IMMEDIATELY.
2. REMOVE SEDIMENT FROM BEHIND ANY SILT FENCE WHEN IT HAS ACCUMULATED TO A DEPTH OF 1/2 FENCE HEIGHT OR MORE. WHEN THE FENCE CAN NO LONGER FILTER WATER OR TRAP SEDIMENT, REPAIR THE SILT FENCE TO PROVIDE AN EFFECTIVE BARRIER.
3. ALL SEEDED AREAS, INCLUDING THE GRASS LINED CHANNELS, WILL BE RESEEDED AND MULCHED AS NECESSARY TO MAINTAIN A VIGOROUS, DENSE VEGETATIVE COVER.
4. ANY UNPROTECTED DRAINAGE DITCHES EXPERIENCING EXCESSIVE EROSION AND CHANNEL DEGRADATION DUE TO HIGH RUNOFF VOLUMES WILL BE REGRADED AND COVERED WITH A BIODEGRADABLE EROSION CONTROL MAT. INSTALLATION WILL FOLLOW MANUFACTURER'S RECOMMENDATIONS.
5. REMOVE SILT FENCE AND TEMPORARY STRUCTURES AFTER FINAL STABILIZATION AND VEGETATIVE COVER IS ESTABLISHED.
6. SEDIMENT THAT HAS MIGRATED OFF SITE ONTO ADJACENT PROPERTIES SHALL BE SWEEPED OFF PAVEMENTS AND REMOVED FROM VEGETATED AREAS DAILY.
7. COPIES OF THE EROSION & SEDIMENT CONTROL PLAN SHALL BE KEPT ON SITE.
8. MAINTAIN EROSION AND SEDIMENT CONTROL PER THE PLAN AND AS NECESSARY TO MEET THE REQUIREMENTS OF THE ORDINANCE, UNTIL THE SITE HAS UNDERGONE FINAL STABILIZATION AND RECEIVED FINAL ACCEPTANCE FROM THE MUNICIPALITY.
9. AN EROSION AND SEDIMENT CONTROL PRACTICE INSPECTION LOG SHALL BE MAINTAINED. LOG SHALL NOTE THE TIME, DATE AND LOCATION OF INSPECTION, THE PHASE OF CONSTRUCTION AT THE SITE, PERSON DOING THE INSPECTION, ASSESSMENT OF CONTROL PRACTICES, AND DESCRIPTION OF EROSION AND SEDIMENT CONTROL MEASURES OR MAINTENANCE DONE IN RESPONSE TO INSPECTION.

CONSTRUCTION NOTES:

1. TOPSOIL TO BE REMOVED FROM THE PROJECT SITE PRIOR TO PLACEMENT OF FILL OR SUBGRADE MATERIAL. EXCESS TOPSOIL TO BE STOCKPILED ON THE SITE AS INDICATED.
2. ALL EXCAVATED AREAS NOT RECEIVING PAVEMENT TO BE COVERED WITH A MINIMUM OF 6" OF TOPSOIL, SEEDED AND MULCHED AS SOON AS FINAL GRADE HAS BEEN ACHIEVED. SEEDING SHALL BE IN ACCORDANCE WITH WDNR TECH. STANDARD (1059).
3. EROSION CONTROL METHODS SHALL BE IMPLEMENTED, AS DIRECTED BY THE ENGINEER, PRIOR TO AND DURING CONSTRUCTION, TO CONTROL WATER POLLUTION, EROSION AND SILTATION, INCLUDING, BUT NOT LIMITED TO HAY BALE DIKES AND SILT FENCES. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE WDNR TECHNICAL STANDARDS.
4. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.
5. CONTRACTOR IS RESPONSIBLE FOR CONTACTING DIGGERS HOTLINE FOR THE LOCATION OF THE UTILITIES.
6. SITE DEWATERING IS NOT ANTICIPATED, HOWEVER SHOULD DEWATERING BE NECESSARY, IT SHALL BE PERFORMED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD (1061).
7. THE CONTRACTOR SHALL DISPOSE OF ALL WASTE AND EXCESS MATERIAL AT AN APPROVED LOCATION.

CONSTRUCTION SEQUENCE:

- WINTER 2019 TO SUMMER 2019
- INSTALL EROSION CONTROL DEVICES IN ACCORDANCE WITH THE WDNR TECHNICAL STANDARDS AND STORMWATER MANAGEMENT PLAN.
 - STRIP TOPSOIL WITHIN GRADING LIMITS
 - ROUGH GRADE SITE
 - CONSTRUCT BUILDING
 - INSTALL SITE UTILITIES
 - INSTALL BASE COURSE
 - TOPSOIL, SEED, FERTILIZE AND MULCH/EROSION MAT
 - INSTALL PAVEMENT
 - RE-SEED ANY UNVEGETATED AREAS
 - REMOVE EROSION CONTROL BMPS UPON SITE STABILIZATION



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Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

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W204 N11500 Goldendale Road
Germantown, WI 53022
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1-800-236-2534
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ROMO INC.

Address
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WISCONSIN

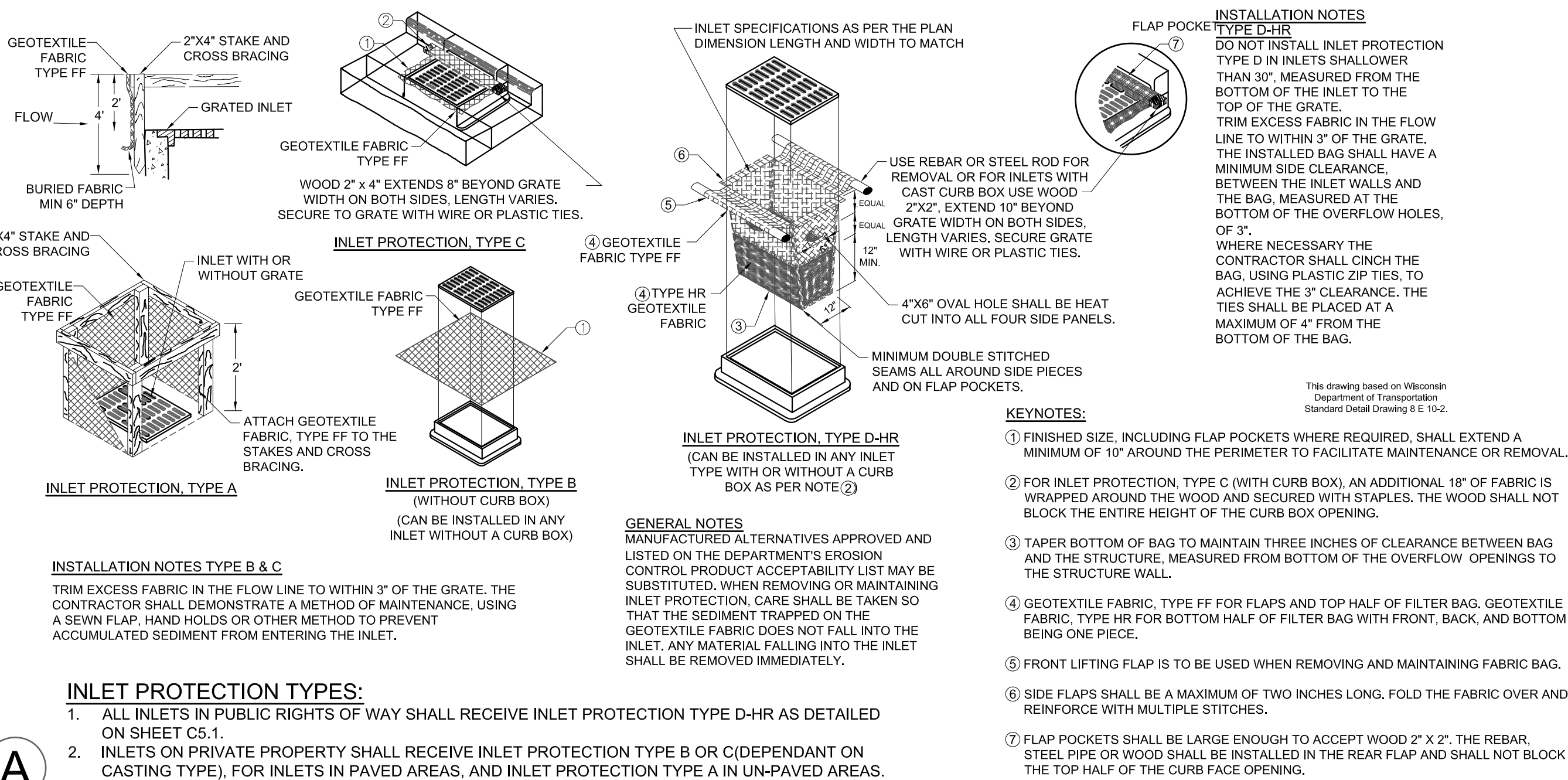
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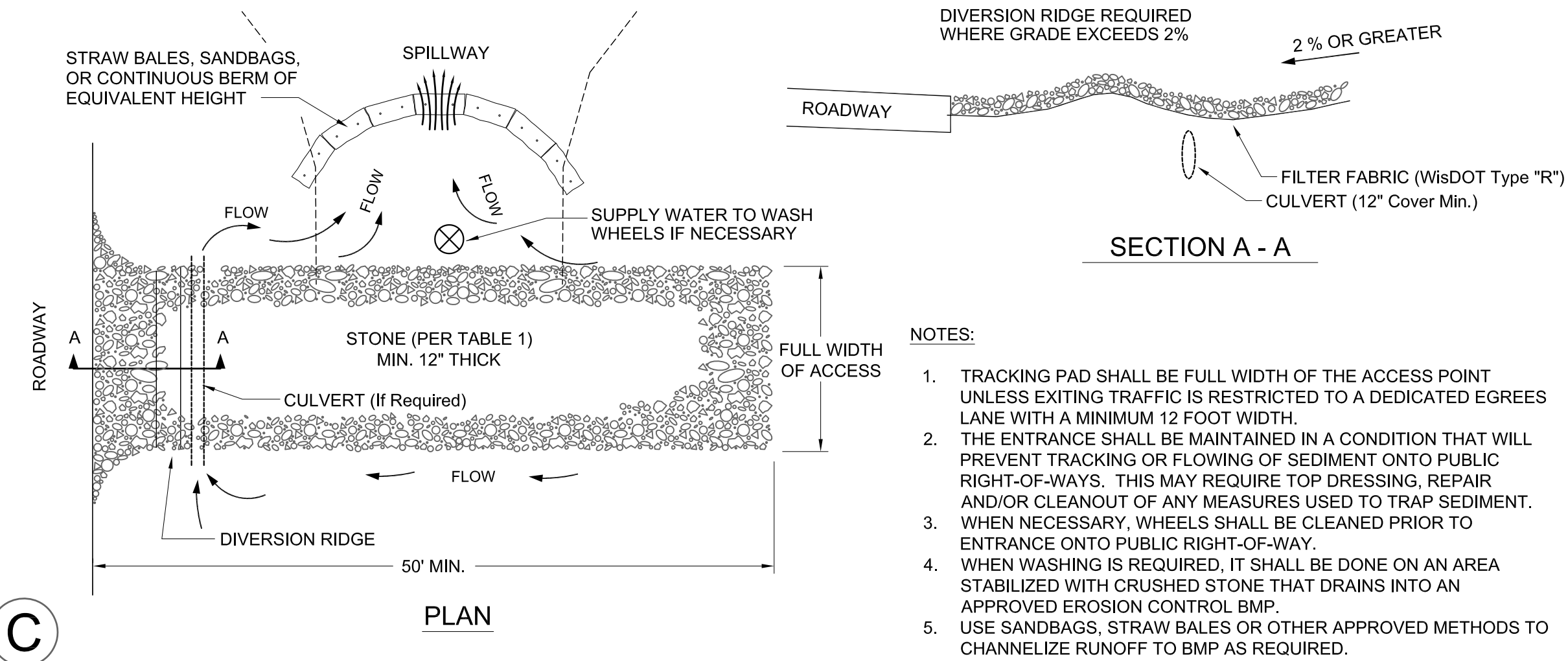
PROJECT MANAGER:	C. VANDE WETTERING
DESIGNER:	R. MACH
DRAWN BY:	RPH
IED PROJECT MANAGER:	
EXPEDITOR:	
SUPERVISOR:	
CONTRACT NO.	
IED NO:	
DATE:	03-29-2019
SHEET:	

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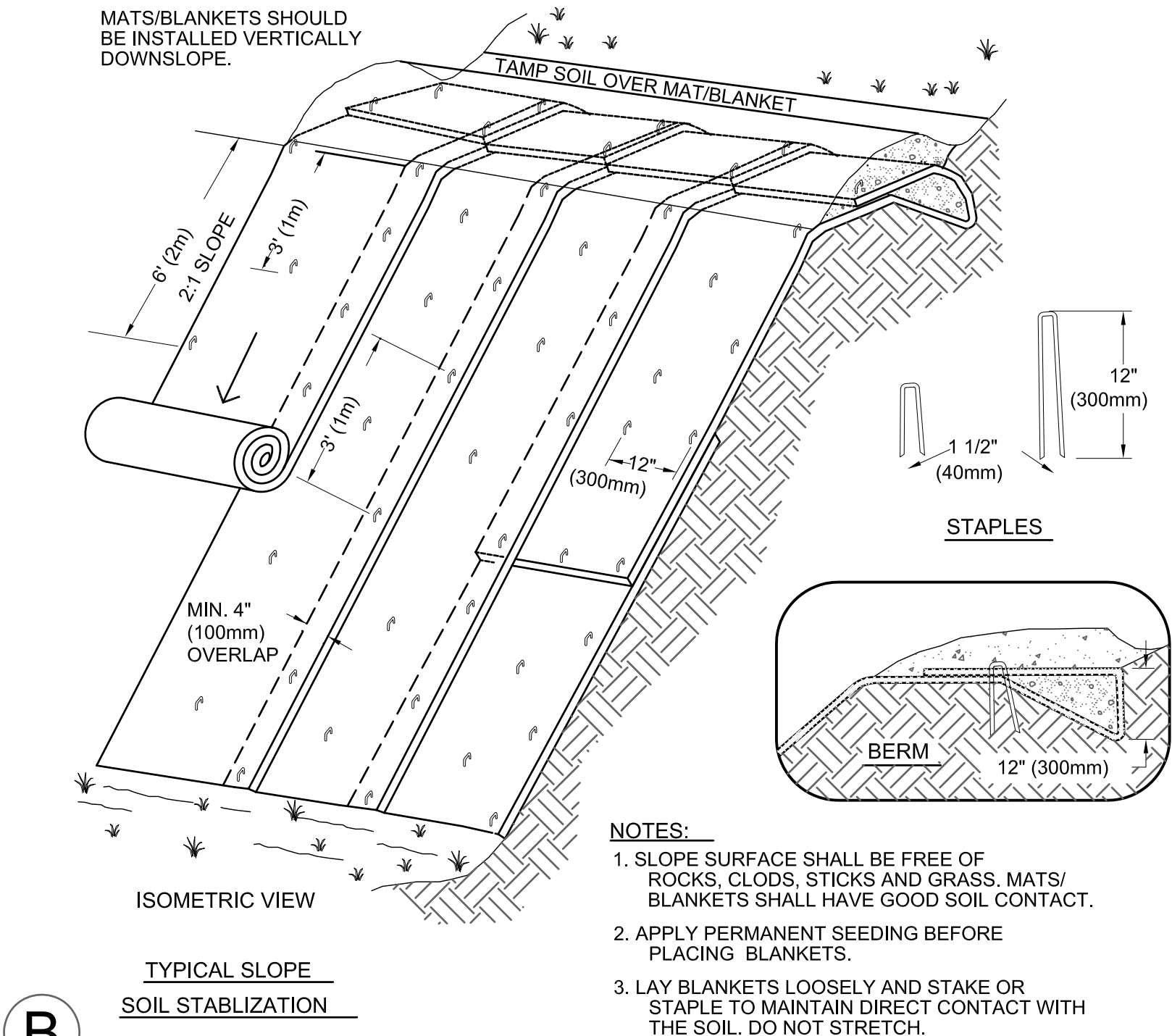


INLET PROTECTION

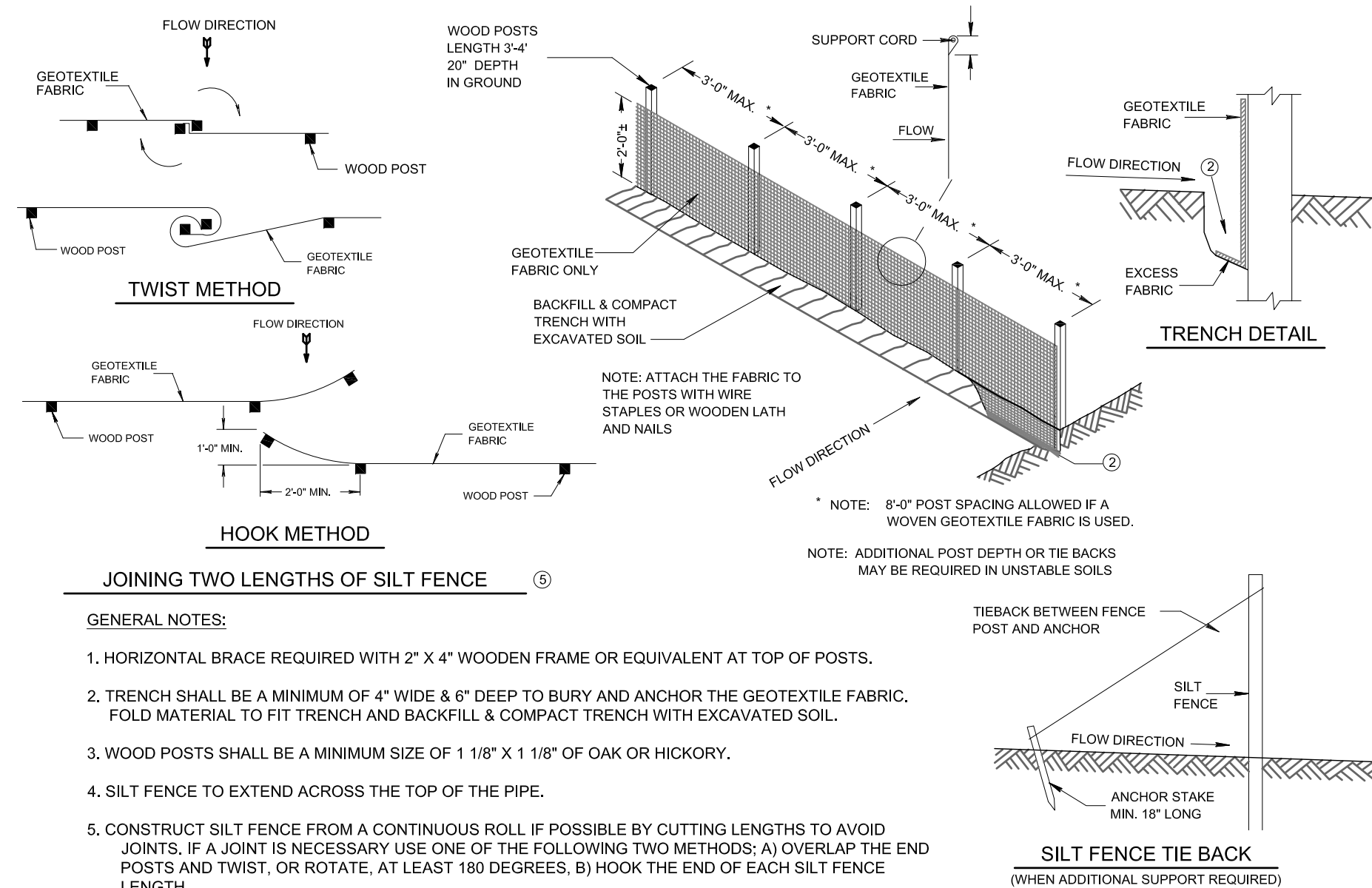
TABLE 1: GRADATION FOR STONE TRACKING PADS	
SIEVE SIZE	% PASSING BY WEIGHT
3"	100
2 1/2"	90-100
1 1/2"	25-60
3/4"	0-20
3/8"	0-5



STONE TRACKING PAD



EROSION CONTROL MAT FOR SLOPE INSTALLATION



SILT FENCE

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FAX (820) 766-5004

MILWAUKEE
W204 N1500 Goldendale Road
Germanatown, WI 53022
PHONE (262) 250-9710
1-800-236-2534
FAX (262) 250-9748

MADISON
7111 Lois Drive
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

WAUSAU
5605 Lilac Ave
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PROJECT MANAGER:
C. VANDE WETTERING

DESIGNER
R. MACH

DRAWN BY:
RPH

IED PROJECT MANAGER:

EXPEDITOR:

SUPERVISOR:

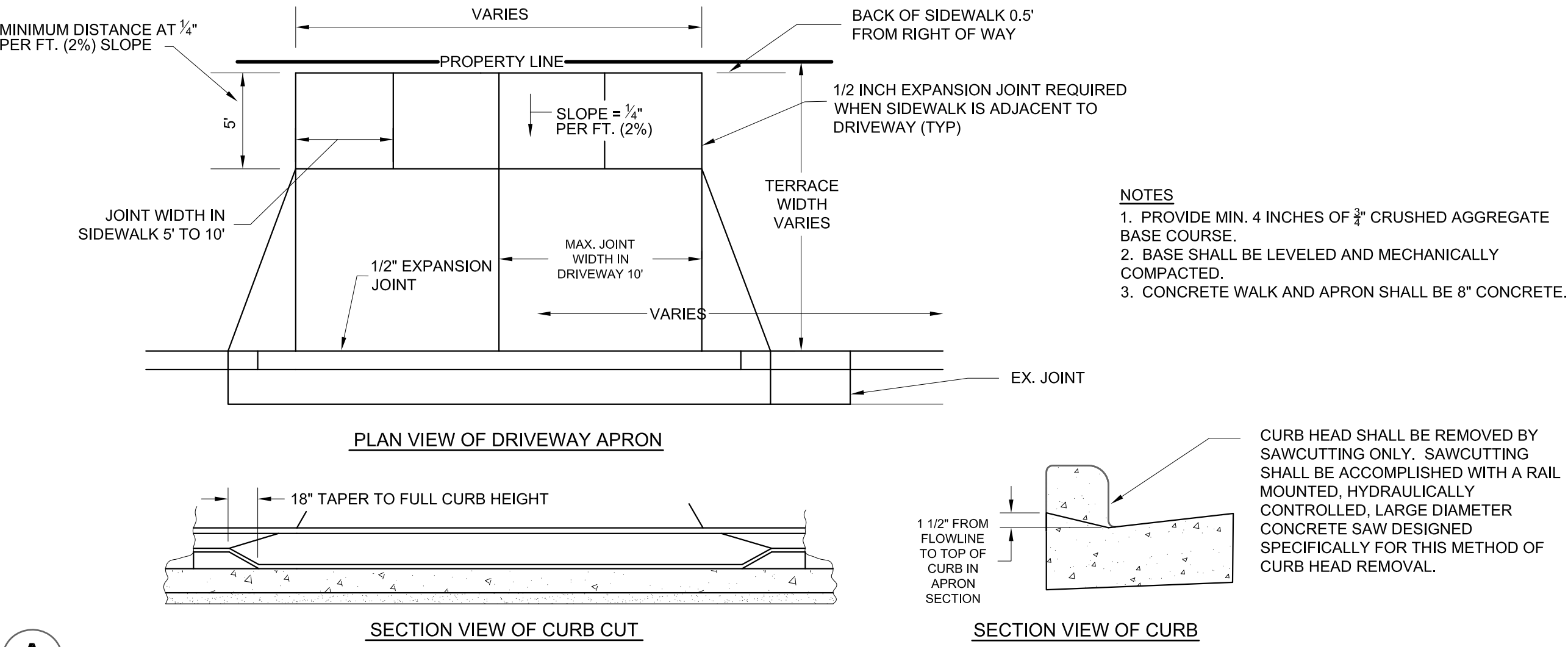
CONTRACT NO.

IED NO:

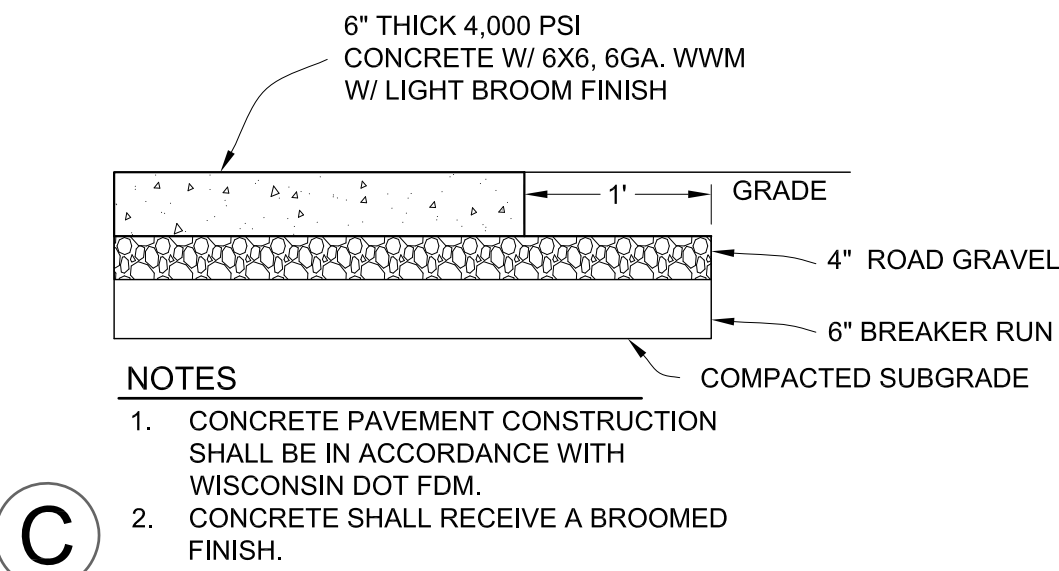
DATE:
03-29-2019

SHEET:

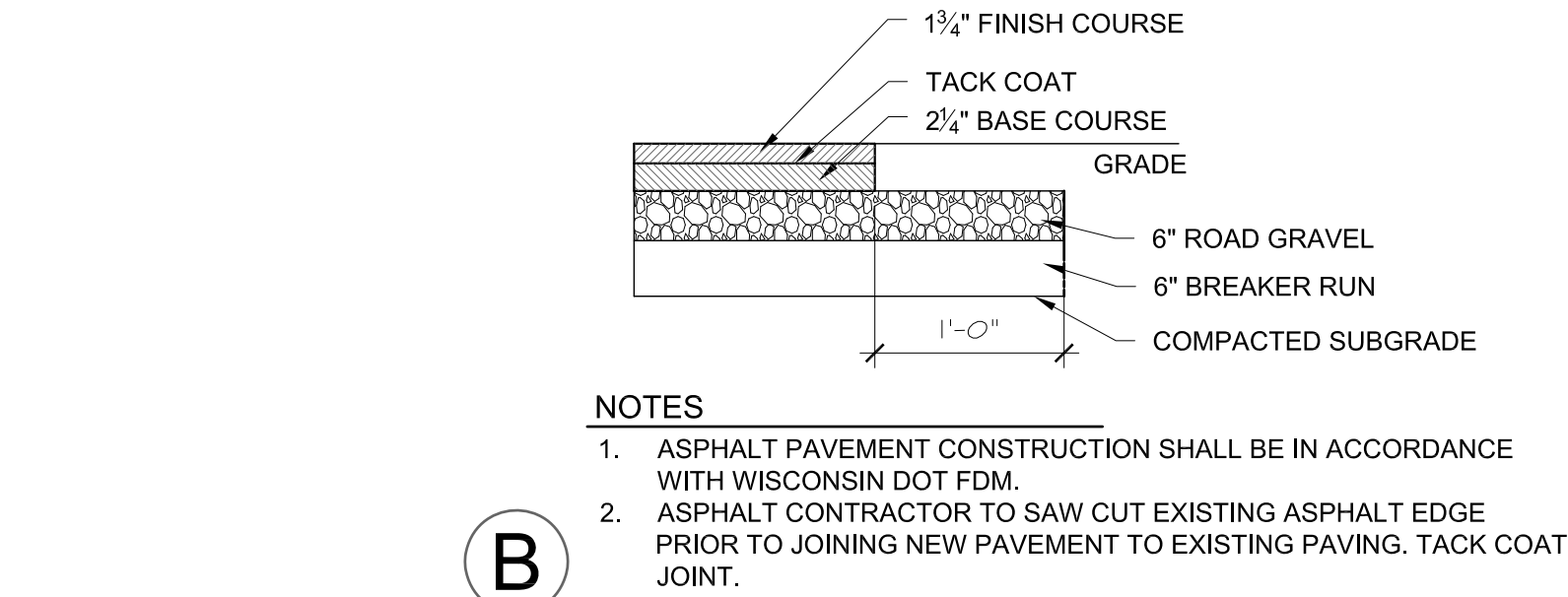
SITE DETAILS



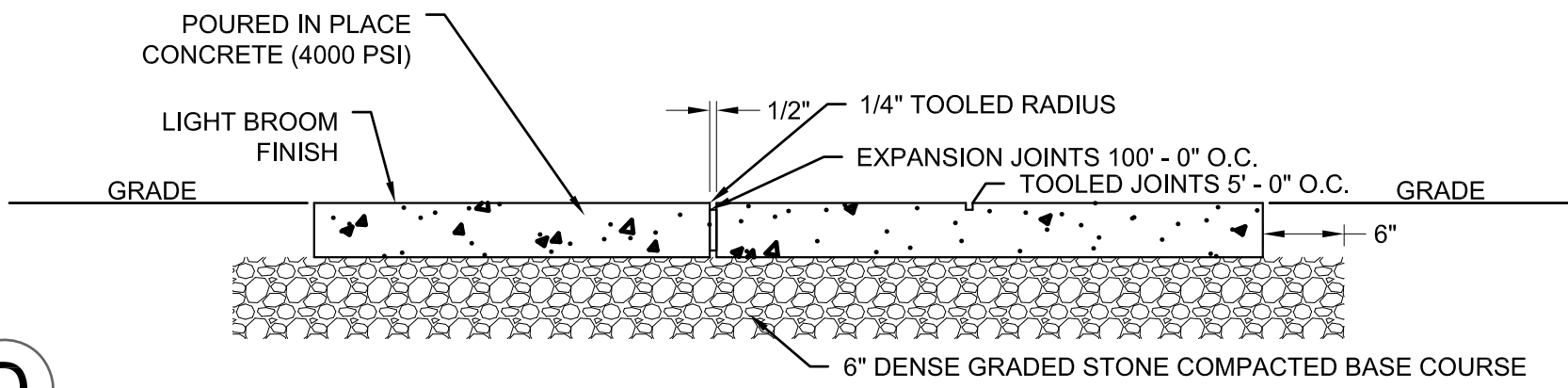
A
CONCRETE DRIVEWAY APRON



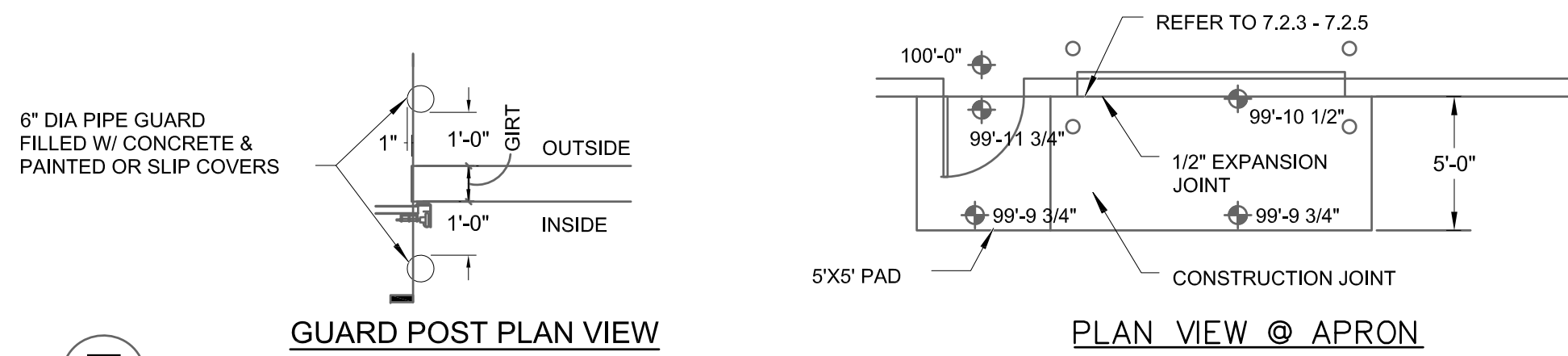
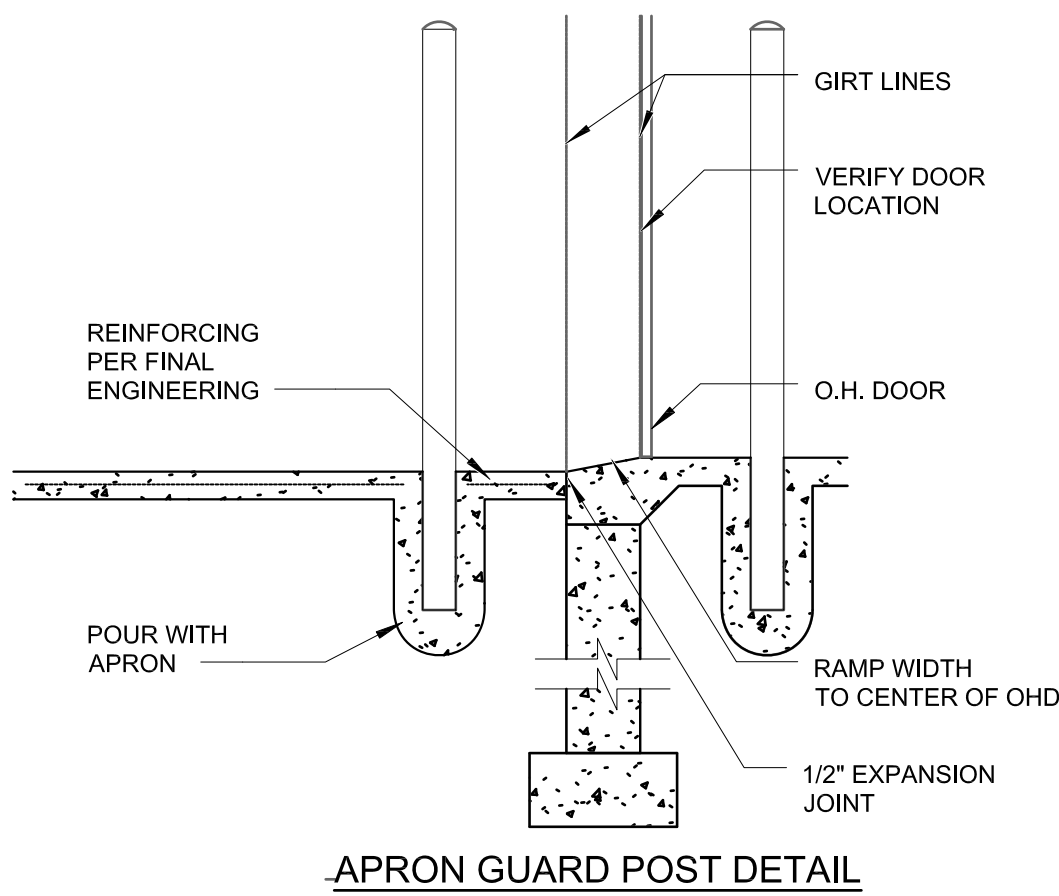
C
CONCRETE PAVEMENT/SLAB SECTION



B
HEAVY DUTY ASPHALT PAVEMENT



D
CONCRETE SIDEWALK



E
PIPE BOLLARD

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711 Lois Drive
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

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W204 N1500 Goldendale Road
Germantown, WI 53022
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1-800-236-2534
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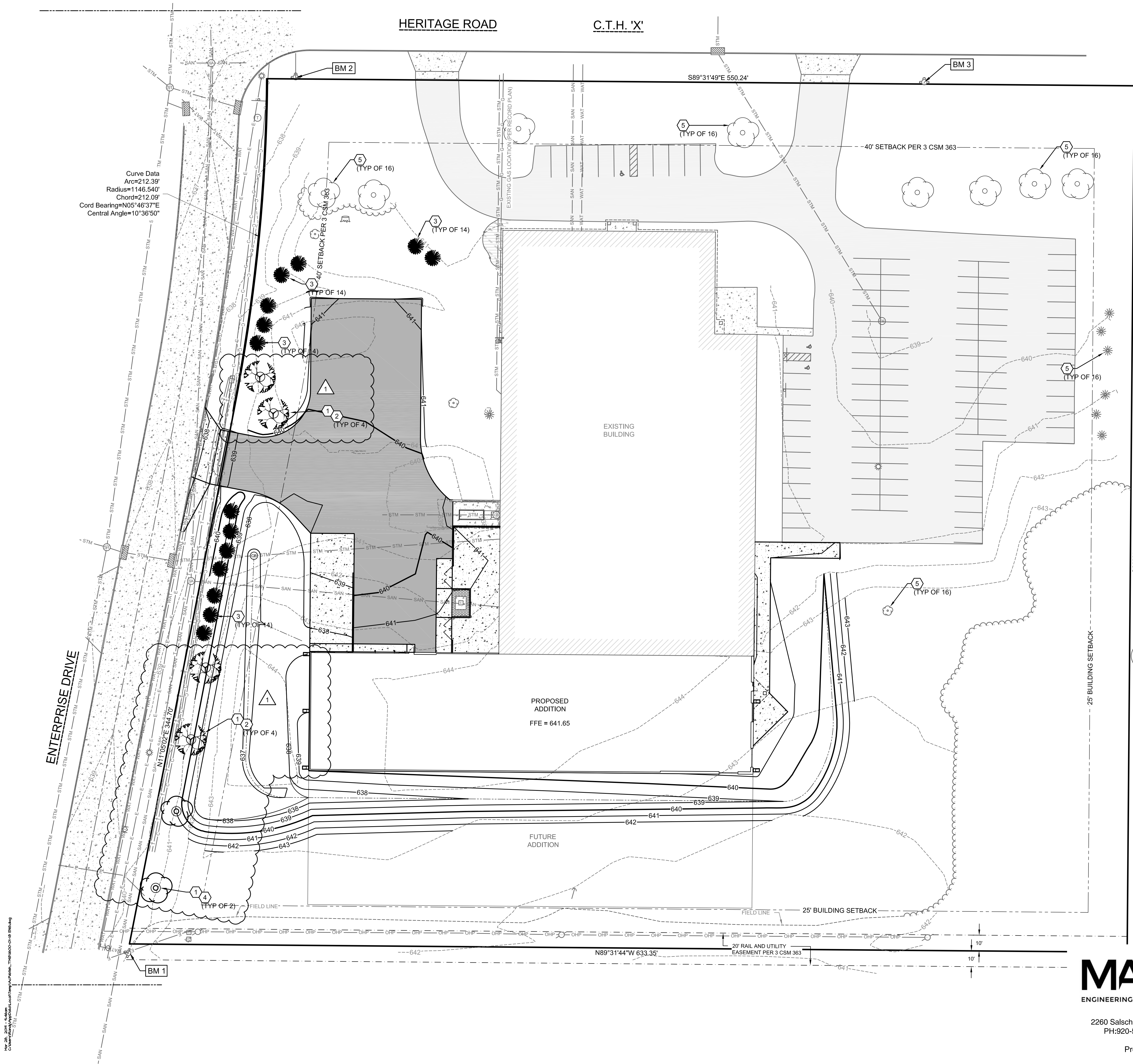
PROJECT MANAGER:	C. VANDE WETTERING
DESIGNER:	R. MACH
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IED PROJECT MANAGER:	
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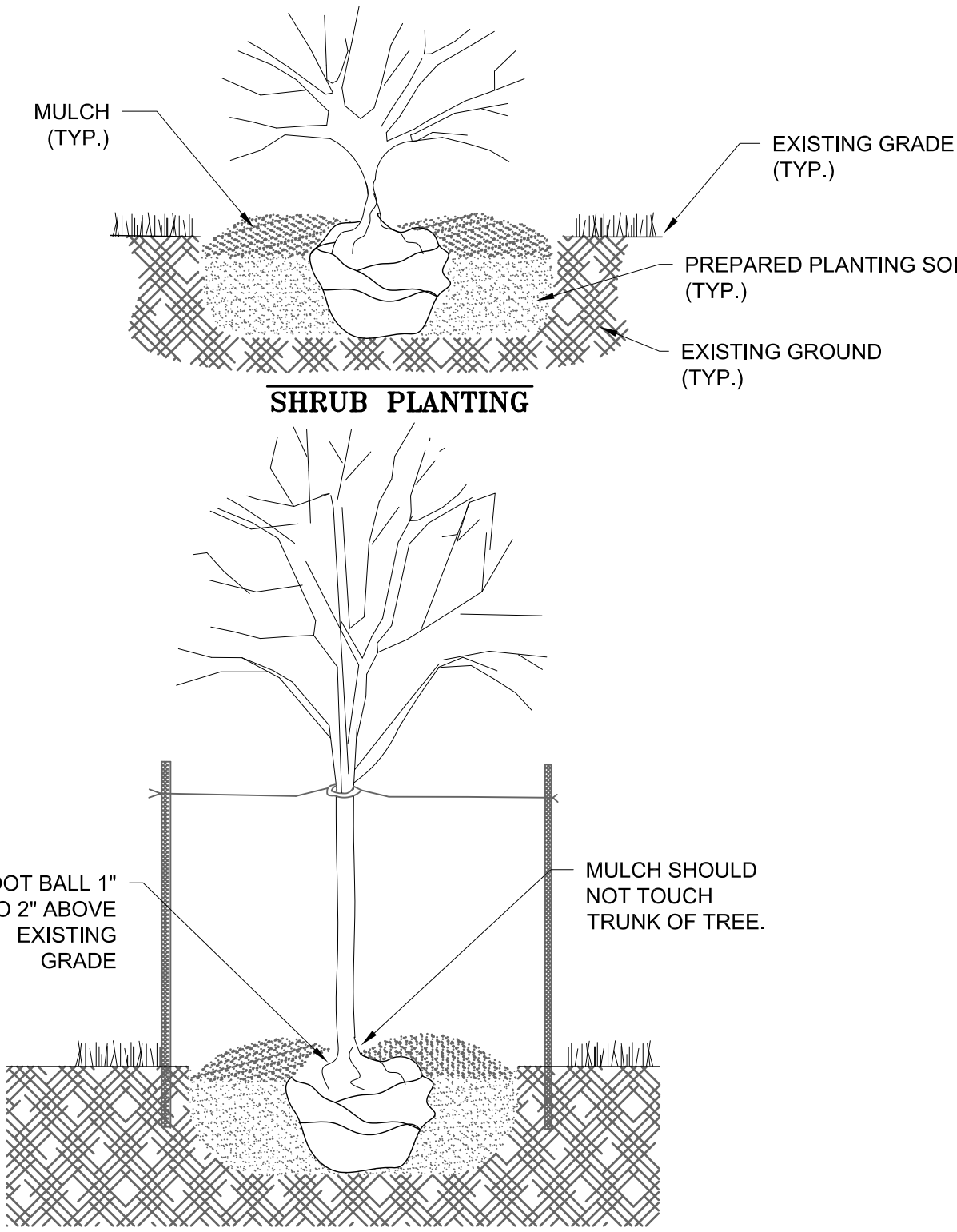
LANDSCAPE PLAN

SHEET KEY NOTES:

- 1 6" DIAMETER SPADE EDGE & 3" HARDWOOD MULCH; SEE DETAIL A THIS SHEET
- 2 HONEY LOCUST, THORNLESS. QUANTITY: 4
- 3 COLORADO BLUE SPRUCE. QUANTITY: 14
- 4 FREEMAN'S MAPLE. QUANTITY: 2
- 5 EXISTING TREE TO REMAIN. QUANTITY: 16

LANDSCAPE REQUIREMENTS

PROPERTY SIZE: 321,406 SF
TREES REQUIRED: 1 PER 10,000 SF; 321, 409 / 10,000 = 32 TREES
TREES PROVIDED: 36 TREES + FOUNDATION LANDSCAPE



PLANTING DETAIL

PLANTING NOTES:

1. PLANTING HOLE SHALL BE A MINIMUM OF TWO TIMES THE DIAMETER OF THE ROOT BALL, AND EQUAL TO THE DEPTH OF THE ROOT BALL.
2. EXCAVATED SOIL FROM PLANTING HOLE SHALL BE MIXED WITH 1 PART POTTING SOIL TO 2 PARTS EXCAVATED SOIL.
3. PLANT SO THAT THE ROOT COLLAR WILL BE 1" TO 2" ABOVE EXISTING GRADE.
4. IF BALLED AND BURLAPED, PLACE PLANT IN HOLE, CUT THE BALLING TWINE, AND PEEL BACK THE TOP TWO THIRDS OF BURLAP. IF POTTED REMOVE POT, AND PLACE PLANT INTO HOLE.
5. BACKFILL HOLE WITH PREPARED SOIL, AND MOUND SOIL 2" TO 3" HIGH IN A RING AT THE PERIMETER OF THE EXCAVATED HOLE. WATER AND SMOOTH RING PRIOR TO MULCHING.
6. MULCH WITH 3" OF SHREDDED HARDWOOD MULCH OR LANDSCAPE STONE (RIVER ROCK, NOT CRUSHED STONE)
7. IF STAKING IS REQUIRED FOR TREES TWO STAKES SHALL BE USED ONE ON THE PREVAILING WIND SIDE OF THE TREE, AND THE OTHER STAKE ON THE OPPOSITE SIDE. STAKES SHALL BE FASTENED TO THE TREE USING RUBBER TUBING, OR NYLON STRAPPING.



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Germantown, WI 53022
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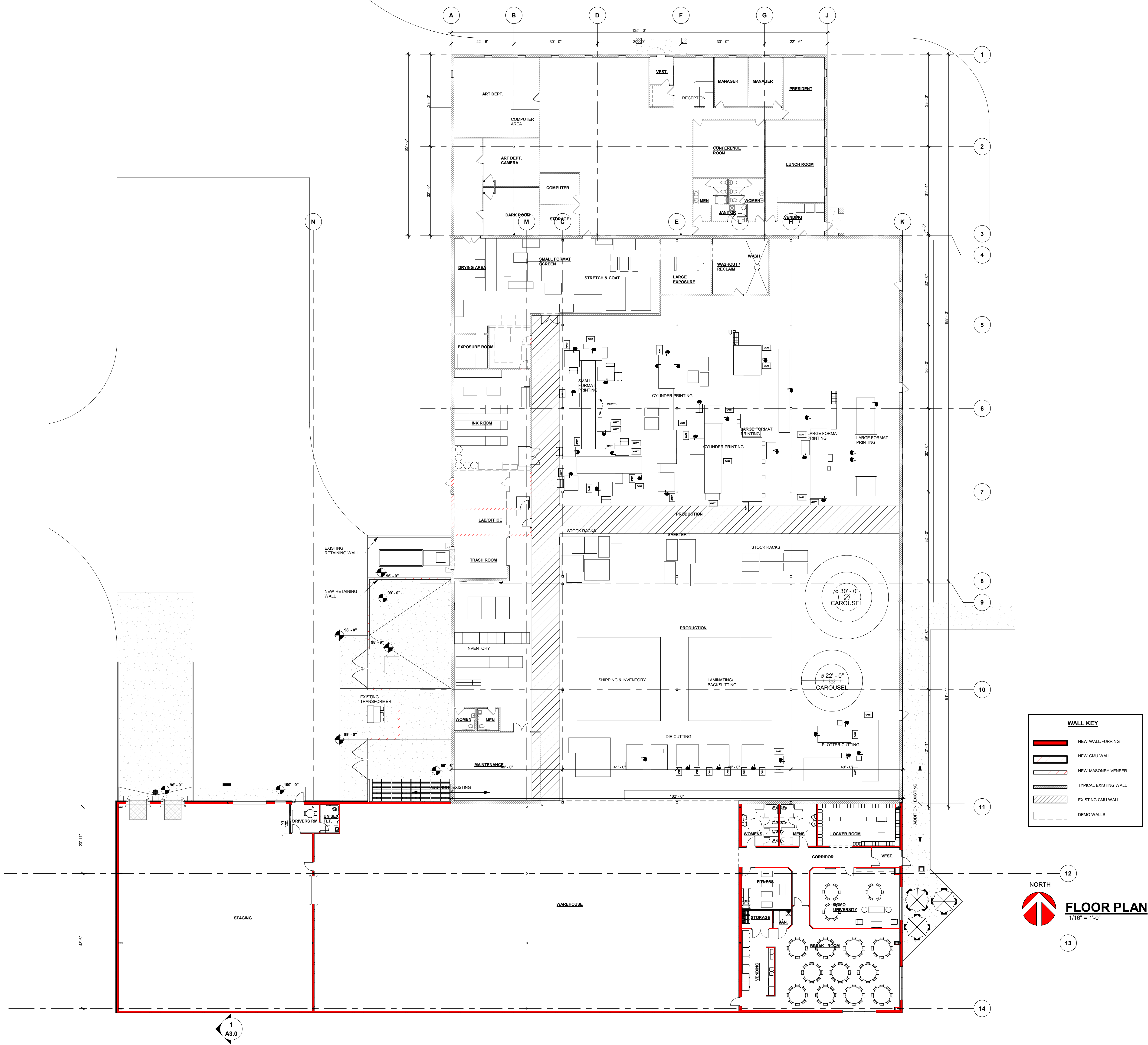
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REVISIONS
03/25/2019 DESIGN CHANGES

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DESIGNER:	R. MACH
DRAWN BY:	RPH
IED PROJECT MANAGER:	
EXPEDITOR:	
SUPERVISOR:	
CONTRACT NO.	
IED NO:	
DATE:	03-29-2019
SHEET:	

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FAX (920) 766-5004

MADISON
711 Lolo Dr.
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

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W177N9856 Rivercrest Dr.
Suite 104
Germantown, WI 53022
PHONE (262) 250-9710
FAX (262) 250-9740

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Wausau, WI 54401
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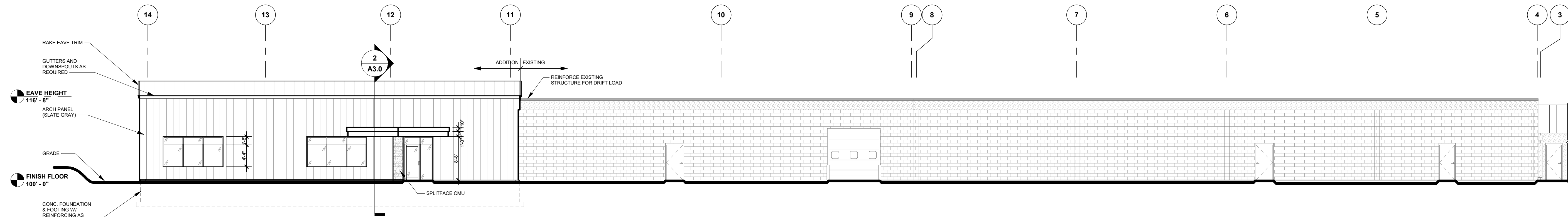
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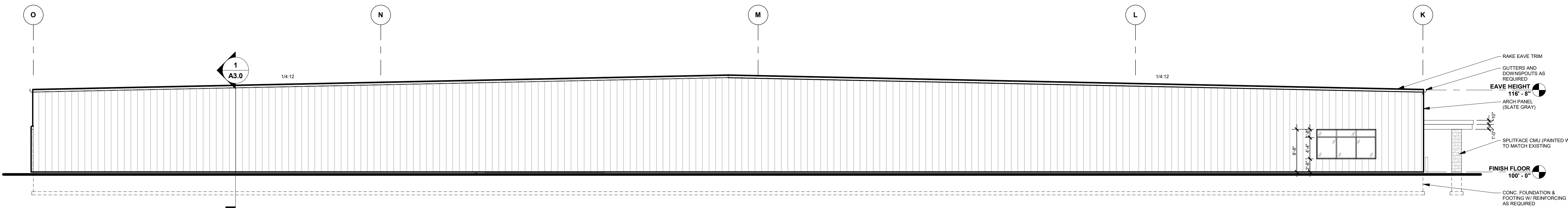
REVISIONS

NO.	DATE	DESCRIPTION
R2	11.16.2018	J.R.S.
R3	11.27.2018	J.R.S.
R4	02.06.2019	J.R.S.
R5	03.07.2019	J.S.B.
R6	03.12.2019	J.S.B.

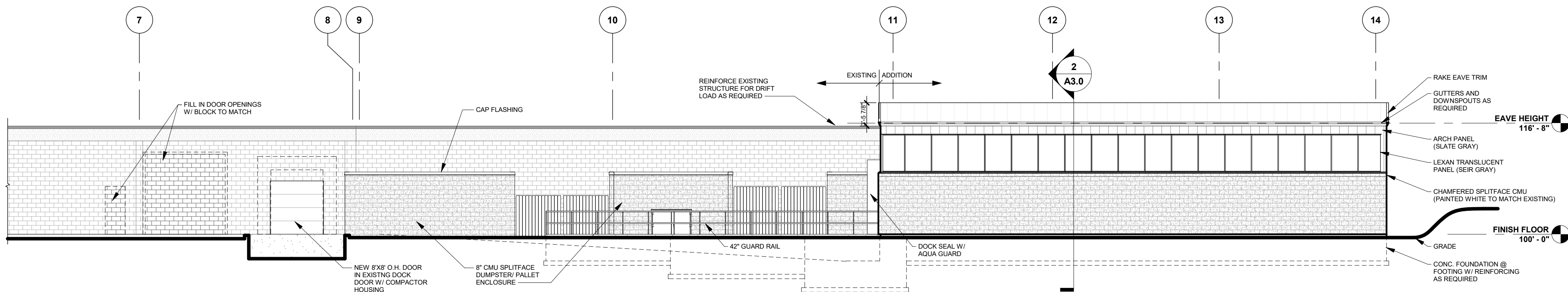
PROJECT MANAGER: C. VANDE WETTERING
DESIGNER: R. LINDSTROM
DRAWN BY: T.D.P.
EXPEDITOR:
SUPERVISOR:
PRELIMINARY NO: P14259
CONTRACT NO:
DATE: 1.15.2015
SHEET: A1.0



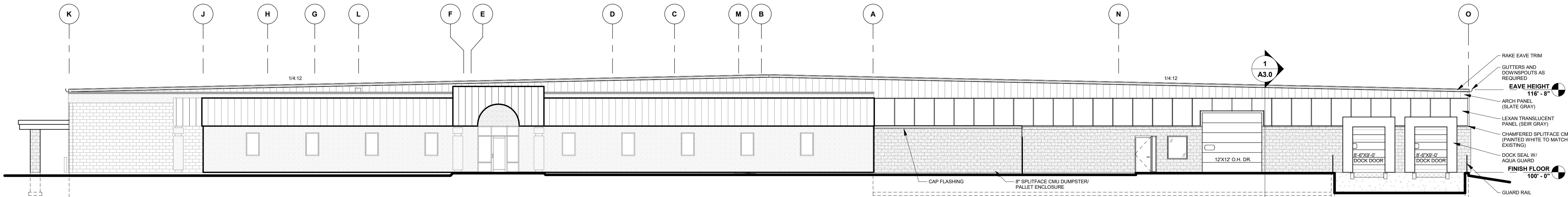
EAST ELEVATION
3/32" = 1'-0"



SOUTH ELEVATION
3/32" = 1'-0"



WEST ELEVATION
3/32" = 1'-0"



NORTH ELEVATION
3/32" = 1'-0"



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FAX (608) 318-2337

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PHONE (262) 250-9710
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REVISIONS	
R2, 11.16.2018, J.R.S.	
R3, 11.27.2018, J.R.S.	
R4, 02.06.2019, J.R.S.	
R5, 03.07.2019, J.S.B.	
R6, 03.12.2019, J.S.B.	
PROJECT MANAGER:	C. VANDE WETTERING
DESIGNER:	R. LINDSTROM
DRAWN BY:	T.D.P.
EXPEDITOR:	
SUPERVISOR:	
PRELIMINARY NO:	P14259
CONTRACT NO:	
DATE:	9.22.2014
SHEET:	

A2.0



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WISCONSIN



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Recommendation regarding a Site Plan for a new building and parking garage called De Pere Brick Yard at 1091 N. Broadway Street (Parcel ED-1128-E-1-3). Submitted by Dave Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner.

ATTACHMENTS:

- Report to Plan Commission - Site Plan at 1091 N Broadway ST - Brick Yard (DOCX)
- Application Form (PDF)
- Letter to PC from Petitioner - Received 19 Apr 2019 (PDF)
- Site Plan -easement-elevations-Landscape - PRELIMINARY - 09 Apr 2019 (PDF)

- ITEM 6:** Recommendation regarding a Site Plan for a new building and parking garage called De Pere Brick Yard at 1091 N. Broadway Street (Parcel ED-1128-E-1-3). Submitted by Dave Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner.

SITE MAP



REQUESTED ACTION: Site Plan approval

A proposed new commercial building with residential uses, parking garage, and surface parking at the west end (rear) of a property. An existing Dairy Queen on the property is proposed to remain.

COMMON DESCRIPTION: 1091 N. Broadway Street (STH 57), located at the north City limits. Adjacent to the Village of Allouez and adjacent to the Fox Point Boat Launch.

PARCEL NUMBERS: ED-1128-E-1-3

EXISTING ZONING: B-2 (General Business District)

SURROUNDING LAND USES: Commercial to the north (Allouez).
Commercial to the south (De Pere).
Residential (Allouez) and seminary (De Pere) to the east.
Fox Point Boat Launch to the west (De Pere).

COMPREHENSIVE PLAN:	Commercial	
APPLICANT / OWNER:	Dave Hongisto Authorized Representative SISU Properties LLC 111 N. Broadway, Suite B Green Bay, WI 54303	Nulund Group II LLC ATTN: Property Owner 111 N. Broadway, Suite B Green Bay, WI 54303
SITE HISTORY:	Year 1938-2017 air photographs identify a variety of commercial and industrial type uses on and near the property. Most recently the property has been used as a Dairy Queen, which was upgraded in 2017. The 2010 Comprehensive Plan identified both the existing and future land uses as Commercial. On August 27, 2018 the Plan Commission recommended rezoning the property from B-3 to B-2 in order to accommodate a potential future development at the rear (west end) of the property. The Common Council approved the recommendation on September 18, 2018. On August 27, 2018 the Plan Commission also recommended a conditional use permit that allowed a drive-thru window to continue to be used for the existing Dairy Queen building after rezoning occurred. Plan Commission also recommended approval to allow residential uses on the second floor in the business zoned district. The Common Council approved both recommendations on September 18, 2018. On February 25, 2019 the Plan Commission recommended approval of a revised conditional use permit to allow residential uses on all upper floors. The revised conditional use was approved by Common Council on March 19, 2019.	
STAFF REVIEW:	When reviewing a Site Plan request, staff considers the zoning code, future land use recommendation of the Comprehensive Plan and the surrounding land uses and desired development patterns. The applicant proposes to construct a 13,860 sq. ft. three story tall (4,620 sq. ft. per floor) new building at the west end of the site, behind an existing Dairy Queen. Also proposed is additional parking for the new building and an 820 square foot 4 stall parking garage to the south of the Dairy Queen. The new building will include two commercial units on the first floor with three stalls for interior parking, 4 units of residential on the second floor, and three units of residential on the third floor. In total the building will accommodate two businesses and 7 residences. The addition will include additional parking for the new building and the driveway that connects to the privately owned drive for the Fox Point Boat Launch (WDNR owned) will be slightly modified. The side and rear facing building façade materials are brick with colors proposed to be either a crème or red. The front (street facing) façade also is made of the same brick; however, the center 10-15 feet of the second and third floor is proposed to be made of a grey tone architectural vinyl that looks like shake siding. Architectural vinyl is not a permitted material, unless approved by the Plan Commission, per Municipal Code 14-60((6)(d)(5) as “Any other material approved by the Plan Commission.”	

The other details on the building include a metal canopy with columns, a cupola, and windows in the roof. The 4 stall garage is designed with similar brick materials and windows in the roof.

The site plan complies with the following massing and setback requirements set by the B-2 General Business District (Section 14-44):

- Land Use: existing restaurant & new commercial building (permitted)
- Lot Size: 38,855.5 sq. ft. (2,000 s.f. required per business establishment)
- Front Yard Setback: ~200 feet (25 feet required)
- Interior Side Yard Setback: 10 feet (0 feet required)
- Rear Yard Setback: 10 feet (0 feet required)
- FAR: 0.42 (2.8 or less required)
- Building Height: Not specified in plans, but ~41 feet (defined by FAR)
- Landscaping: 21.0% greenspace, 8 total tree count (17 trees required)
 - *The required number calculation includes the new building and the existing Dairy Queen. Due to the amount of pre-existing paving for parking and underground utilities on the property, it is suggested that the proposed count include at least 9 trees.*

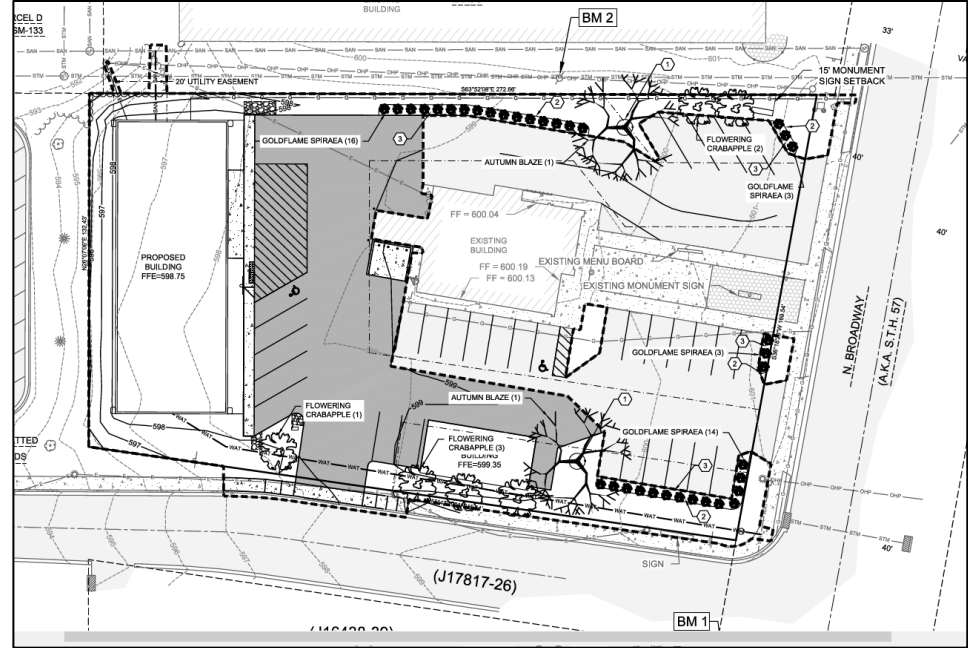
Parking requirements have been met with 25 existing stalls and 20 new stalls (45 total). The below chart summarizes the existing marked stalls, proposed stalls to be added, and required stalls:

LOCATION	EXISTING	ADDED	REQUIRED	CRITERIA MET?
New Residential		4 outside 10 in garage	14	--
New Business	4	6	10	--
Dairy Queen Employees	5		5	--
Dairy Queen Visitors	16		6	--
TOTAL	25	20	35	YES

For improved access to the outdoor parking stalls, staff suggests that the 4 stall garage be shifted "1 stall" to the east so that all three stalls are on one side of the garage. This will allow for the placement of landscaping along the side walls of the garage for improved aesthetics and it will provide extra needed space for car doors parked next to the brick wall.

Staff also requests that all parking stalls be perpendicular at 90 degrees, rather than at an angle for improved use of the stalls. Likewise the drive going around the Dairy Queen on the north and west ends should be marked as a one way drive.

Proposed site plan with landscaping included.



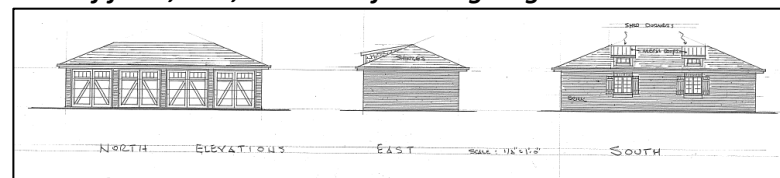
View of front (east) and side (south) façade of building.



View of rear (west) and side (north) façade of building.



View of front, side, and rear of 4 stall garage.



STAFF COMMENTS:

The following staff comments are conditions that need to be met, per City staff review, if the site plan is approved.

Engineering:

1. Sheet C0.1 - Need owner listed on cover sheet with mailing information.
2. Sheet C0.1 - Need developer listed on cover sheet with mailing information.
3. Sheet C2.0 - Drive aisles are too narrow in three locations: 1. North of DQ just to the west of the angle stalls 2. Directly west of DQ up against the accessible parking stall 3. Directly south of DQ to the east of the accessible parking stall at the newly created green space. Municipal code requires 24' wide aisle width. The north side of DQ will need to be marked as one-way traffic if it is the intended use.
4. Sheet C2.0 - Southern driveway off of N. Broadway is too wide. Municipal Code requires that driveways be 25' wide at the property line for Businesses and Residential zones. If this width cannot be reduced to meet the 25 foot requirement, please provide reasoning as to why a variance is needed.
5. Sheet C2.0 - Key Note #7 is pointing at the wrong location.
6. Sheet C2.0 - The sidewalk called out with note #13 will need to depress with the curb at a 12:1 slope per ADA requirements to meet the proposed driveway elevations.
7. Sheet C3.0 - Utility Note #7 should also include the following: "To obtain an excavation permit for work within the City of De Pere right-of-way please contact De Pere Engineering at 920-339-4061."
8. Sheet C3.0 - Key notes #3 and #4 can be deleted as the City will be installing the water service and valve to the property line (agreement pending).
9. Sheet C3.0 - Please provide City the water meter size. Meters larger than 1 inch will need to be ordered by the City.
10. Sheet C3.0 - Add utility note that the water service will need to be tested (e.g. safe sample and pressure) prior to the City allowing the water valve to be turned on.
11. Sheet C3.0 - Not seeing Key Note #6 anywhere on the plan.
12. Sheet C4.0 - Nothing is getting to either level spreader. On the south side of the development water is all sheeting towards DNR private road. On the north side the water will be off the property line before it gets to the level spreader. Additional grading will be needed.
13. Sheet C5.0 - Need to show material stockpiling locations with erosion control protection.
14. Sheet C6.0 - Detail B Comment 3: Sidewalk width is 5.0 feet per City standards. As referenced on sheet C2.0.
15. Sheet C6.0 - Detail I can be deleted as the City will provide water service to the property line. Contractor will only need to connect to the back side of the valve (agreement pending).
16. General: City is waiting on an agreement to be executed for the extension of the water main to service this property and the water service to be provided to the property line.
17. General: What is the plan for the newly established green spaces. Just remove the pavement and put topsoil in its place? Excavate down to subgrade and topsoil up?
18. General: Will need WisDNR soil loss discharge calculations and map.
19. General: Is DQ to remain open during construction? How will stockpiling and material storage be handled to prevent disruption to DQ service.
20. Additional comments may be provided as issues or questions are answered above.

Fire:

1. None.

Forestry:

1. A tree protection plan needs to be established if any City trees will be affected. Also, if any City trees are proposed to be removed, prior approval from the Forestry Department is required.

Health:

1. None.

Planning:

1. Identify all building colors on the site plans. Also identify building material used at center of east façade as it is not labeled brick. All materials must meet requirements for materials allowed in Municipal Code 14-60(6)(d). The use of architectural vinyl on the front facade must be approved by Plan Commission, or the building material must change.
2. If the building mechanical equipment is not internal, identify screening that is integrated into the design of the building.
3. Only the existing garbage enclosure for Dairy Queen is shown. Confirm that the existing enclosure will serve both buildings or identify how refuse for the new building is addressed on the site plan. Provide scaled elevations of the enclosure with colors and materials identified. Colors and materials must meet Municipal Code.
4. The landscaping plan requires at least 1 tree per gross square foot of gross square foot area.(3 trees for the existing site, and 14 trees for the proposed new site, for a total of 17 trees). Only 8 trees appear on the landscape plan. Due to the limitations of existing pavement and utilities, the site plan should add at least one more tree, and strategically substitute the remaining 8 missing trees with trees or shrubbery at a ratio of 5 shrubs per 1 required tree.
5. The proposed new building appears to lack any landscaping on the south and west façade, which could add interest to the building due to the high visibility of the private dock drive used by the public. Strongly recommend the use of landscaping, with varying heights, along the edges of the building, including the addition of trees and shrubs to address the shortage of required trees.
6. The site plan shows two monument signs on the property, which is not permitted. Identify any new signage locations and types, with scaled graphic examples for review by Inspection.
7. Identify the loading area for the new building if one exists.
8. The walkway in front of the east façade should connect to the walkway system. Suggest connecting to the walkway to the south.
9. The free standing garage, to the south of the Dairy Queen, should be shifted one stall eastward so all three stalls are on the same side of the garage. Consider adding a landscaped peninsula to separate the driveline and the parking stalls, and/or landscaping along the garage so that parked car doors can more easily be opened without hitting the garage.
10. The parking stalls in the southwest corner, along the proposed new building, should be redrawn perpendicular at 90 degrees rather than at a 45 degree angle. Also the drive lane needs to be identified as one-way on the north and west sides of the Dairy Queen.
11. The driveway connection to the private boat launch drive appears to be shifting from the original location. Confirm if the location is shifting and obtain proper approvals for a realigned drive with the adjacent property owner as it is not a public street.

Inspection:

1. MUN Chapter 42 Soil Erosion Control – The site is less than one acre. WDNR/NOI permit not required. Soil erosion control shall be implemented 24 hours after site

disturbance. All soil erosion control shall be maintained, inspected, accurate records maintained on a weekly basis and properly repaired and inspected after a precipitation event.

2. Before obtaining occupancy permits:
 - a. IBC 501.2 Address Identification – New and existing buildings shall be provided legible and placed in a position that is visible from the street or road fronting the property. Address identification shall contrast with their background and shall be Arabic numbers or alphabetical letters and shall not be spelled out. Each character shall be 4 inches high with a ½-inch stroke.
 - b. MUN. 14-60 Dumpster/refuse and recycle storage shall be properly constructed to 100 percent impervious material to match the primary building: vinyl, brick, masonry, or composite wood. No chain-link with slats is allowed.
 - c. IBC 912.2 - The fire department connection shall be installed in an accessible location acceptable to the fire chief. Exterior signage shall be applied to the building exterior and a height between 6 to 8 feet.

The above conditions must be addressed via revised submittals and staff review and approval prior to issuance of a site plan approval memo.

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 13,860 s.f. building, with parking, called De Pere Brick Yard, subject to compliance with the conditions listed in the 'Staff Comments' section of this report.

Staff also recommends the use of approvable materials where architectural vinyl is being proposed on the building front façade and on the building and garage roof dormers (e.g. – brick, concrete masonry, natural stone, and metal accents are permitted). The Plan Commission may approve other materials.

CITY OF DE PERE
RECEIVED
APR 11 2019
PLANNING DEPT.

	CITY OF DE PERE APPLICATION FOR SITE PLAN REVIEW	Fee: \$ 305.00 Receipt #: 141307 Date: 4-11-19
---	---	--

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) SISU Properties, LLC	Authorized Representative Dave Hongisto	Title Consultant
Mailing Address 1165 Meadow View Lane	City De Pere	State WI
		ZIP Code 54115
Email Address dihongisto@gmail.com	Phone Number (incl. area code) (920) 676-3225	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) Nulund Group II LLC	Contact Person Mark Soderlund	Title Owner
Mailing Address 111 N. Broadway Suite B	City Green Bay	State WI
		ZIP Code 54303
Email Address sodie5141@gmail.com	Phone Number (incl. area code) (920) 665-8457	Fax Number (incl. area code)

SECTION 3: Project or Site Location

Project Address/Description 1081 N. Broadway Street (Mixed Use - Commercial/Multi-Family)	Parcel No. ED-1128-E-1-3
--	-----------------------------

SECTION 4: Project Information

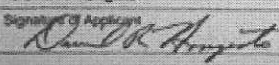
Existing Zoning B-2, General Business District	
Present Use of Parcel Dairy Queen	
Proposed Use of Parcel Dairy Queen/Commercial/Multi-Family	
Estimated Start Date May 15, 2019	Estimated Completion Date September 15, 2019

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) David R. Hongisto	Title Consultant	Phone Number (920) 676-3225
Signature of Applicant 		Date Signed 4-8-2019

TO BE COMPLETED BY CITY STAFF

CSM Review authorized by the De Pere Municipal Code, Chapter 48.	
--	--

Attachment: Application Form (8151 : Recommendation regarding a Site Plan for a new building and parking garage called De Pere Brick Yard)

CITY OF DE PERE
RECEIVED
APR 11 2019
PLANNING DEPT.

CITY OF DE PERE
920-339-4050

RECH: 00141307 4/11/2019 1:13 PM
OPER: CD TERM: 003
REF#: 27480

TRAN: 127.0000 SITE PLAN REVIEW
NULUND GROUP
1091 N BROADWAY
SITE PLAN REVIEWS 305.00CR

TENDERED: 305.00 CHECK
APPLIED: 305.00-

CHANGE: -----
0.00

SISU Properties, LLC.
1165 Meadow View Lane
De Pere, WI 54115

April 17, 2019

Mayor Michael Walsh
Members of the City Plan Commission
City of De Pere
335 S. Broadway
De Pere, WI 54115

RE: De Pere Brick Yard

Ladies and Gentlemen,

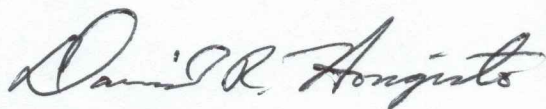
The owners of the Dairy Queen located at 1081 N. Broadway, De Pere, Wisconsin have retained my services to design a building that will be located between the rear of Dairy Queen and the Fox Point Boat Launch parking lot. Along with this letter I have submitted site and building plans for the new structure. You will recall that I have had the property rezoned from B-3 to B-2 and received two (2) Conditional Use Permits (one to allow for dwelling units on the 2nd floor and a second one to allow dwelling units on the 3rd floor). The first floor of the building will consist of interior garages and approximately 2,000 square feet of future office space. Four (4) residential suites will be on the 2nd floor with three (3) suites being on the 3rd floor. The fully sprinklered building will have an elevator that will provide accessibility to the upper floors. Decks outside of the suites along with windows will capitalize on the view of the boat launch and the Fox River. The convenient proximity to the Fox River Trail will be an added amenity to this new development.

During the initial stage of the design I recalled that there had been a brick yard down by the boat launch area decades ago. During old newspaper, library and White Pillars research of the site I learned that C. M. Hockers had owned and operated the brick yard for a number of years until the mid 1940's. A small train engine and cart actually went under N. Broadway and hauled a quality clay from its east side location down to the brick yard. Bricks were formed, heated in a kiln at a high temperature and then stacked and turned over to cool. The bricks ultimately were loaded on a train and distributed throughout Wisconsin. When the brick making operations ended that created the Abbey Pond as we now know it.

Six (6) old photographs are enclosed with this document. A special thanks goes out to C. M. Hockers' grandson Larry Hockers and Dan Milquet from White Pillars Museum for providing some of the photographs.

I believe that it's very important for current and future members of our community to remember the past culture of the City of De Pere. Since the City of De Pere was literally built out of bricks and mortar and the fact that the development is located on the site of the C.M. Hockers brick yard I have named the new building the "De Pere Brick Yard". I hope that it will help picque interest and help residents remember the importance of preserving a part of our history.

It's my intention to have the building (while new) have an older appearance. It will mainly be constructed out of brick (either a cream/buff or red color). Metal roofing on the front porch along with shed dormers will help accentuate the brick and (date) the building. I am attempting to obtain the old cupola from the former library roof located on the northeast corner of Main Avenue and Fourth Street. If I am successful I envision it being placed in on top of the building. I recently spoke with City Planner Peter Schleinz for nearly an hour discussing staff comments/questions about the development. I will be in attendance at next Monday's Plan Commission meeting to answer any questions that you may have. Feel free to contact me if you have any questions.



Dave Hongisto
SISU Properties, LLC.
drhongisto@gmail.com
(920) 676-3225

Enclosure (6)

Green Bay's Pioneer Radio Store
Located at 227 Cherry St. — Phone Adams 841

MANUFACTURERS OF
Red and Buff Sand Mould
BRICK

Affiliated With
A. F. of L.

C. M. HOCKERS

DE PERE, WIS.

PHONE 279-W

RETAILERS OF
COAL, COKE, and MASON SUPPLIES

GREEN BAY'S BIG PRINT SHOP
COMMERCIAL

From: Dave Hongisto drhongisto@gmail.com
Subject: De Pere Brick Yard
Date: Apr 15, 2019 at 6:32:39 PM
To: Dave Hongisto drhongisto@gmail.com

Demand This Name

A Mark of Quality

**ENDURING
BEAUTY
LIFE-LONG
ECONOMY**

**FIRE SAFETY, LOW COST
HIGHER RE-SALE VALUE**

When you build with C. M. Hockers Brick, those points are outstanding. They count for more but cost you less.

**BUILD A HOME THIS SPRING!
BUILD WITH BRICK!**

We have a full line of masonry supplies. Call us for Plans and Specifications.

**C. M. HOCKERS
Brick & Coal Co.**

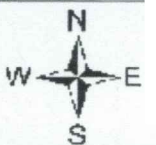
De Pere Phone 279-W

1938 Aerial View
C.M. Hockers Brick
Yard



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising this map.

Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010



Scale 1:1800

Packet Pg. 66



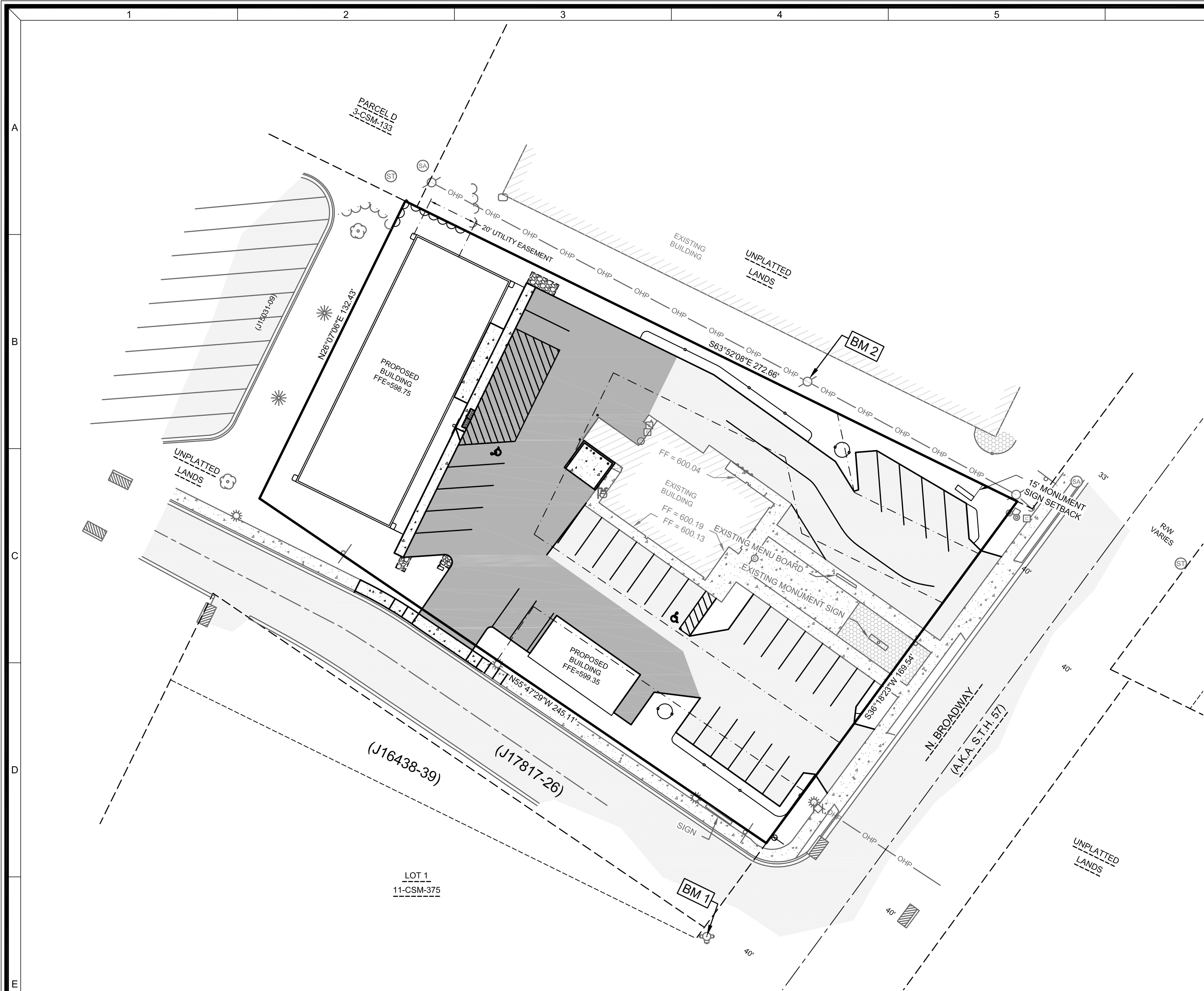


From: Dave Hongisto drhongisto@gmail.com
Subject: CM Hockersbrick
Date: Apr 15, 2019 at 6:46:50 PM
To: Dave Hongisto drhongisto@gmail.com



Sent from my iPhone

R:\Jobs\1569-01-18 De Pere Brickyard CSM\DRAWINGS\1569-01-18 Eng.dwg 4/8/2019 6:04:58 PM



LOCATION MAP
1091 N. BROADWAY STREET
DE PERE, WI 54115

NOT TO SCALE

Benchmarks		
Label	Elevation	Description
BM 1	602.75	MAIN OUT
BM 2	600.46	STAINLESS STEEL NAIL IN POWER POLE #56 DD12

LEGAL DESCRIPTION

PART OF PRIVATE CLAIM 26, EAST SIDE OF THE FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN.

CIVIL SHEETS INDEX

- C0.1 COVER SHEET
- C1.0 DEMOLITION PLAN
- C2.0 SITE PLAN
- C3.0 UTILITY PLAN
- C4.0 GRADING PLAN
- C5.0 EROSION CONTROL PLAN
- C5.1 EROSION CONTROL DETAILS
- C6.0 SITE DETAILS
- L1.0 LANDSCAPE PLAN

CIVIL GENERAL NOTES:

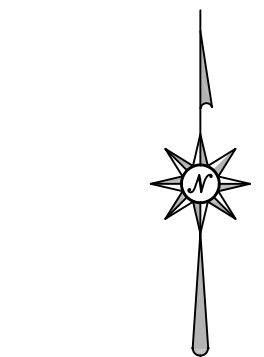
- SURVEY WAS PERFORMED BY MACH IV ENGINEERING & SURVEYING LLC AUGUST 2018.
- SURVEY VERTICAL DATUM IS NAVD88.
- UTILITY LOCATES PER DIGGERS HOTLINE REQUEST #20183213367 AND 20183213513
- THIS SURVEY DOES NOT GUARANTEE THE EXISTENCE/ NON-EXISTENCE, SIZE, TYPE OR LOCATION OF UNDERGROUND UTILITIES. UTILITIES SHOWN ARE BASED ON ABOVEGROUND UTILITY STRUCTURES (I.E. VALVES, MANHOLES ETC.), AND AVAILABLE UTILITY MAPS AND PLANS.
- UNLESS OTHERWISE INDICATED, ALL EXISTING STRUCTURES AND FACILITIES SHALL REMAIN.
- PROVIDE TURF, AS SPECIFIED TO ALL DISTURBED AREAS NOT RECEIVING PAVEMENTS, CURBS, SIDEWALKS, BUILDINGS, OR LANDSCAPING, WITHIN THE LIMITS OF CONSTRUCTION.
- NO LAND DISTURBING ACTIVITIES SHALL TAKE PLACE UNTIL ALL TEMPORARY SOIL EROSION DEVICES ARE INSTALLED.
- ALL GRADE TRANSITIONS BETWEEN NEW AND EXISTING SHALL BE SMOOTH AND GRADUAL WITH NO SHARP OR ABRUPT CHANGES.
- COORDINATE THE WORK OF ALL TRADES - VERIFY ALL FIELD CONDITIONS, QUANTITIES AND DIMENSIONS PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCIES SHALL BE PROMPTLY BROUGHT TO THE ATTENTION OF THE ARCHITECT.
- EXECUTE ALL WORK WITH CARE AS TO PROTECT FROM DAMAGE ADJACENT EXISTING FEATURES TO REMAIN. ANY SUCH DAMAGE SHALL BE REPAIRED OR REPLACED TO MATCH THE ORIGINAL CONDITION AS APPROVED BY THE ARCHITECT.
- UNLESS REFERRED TO, OR INDICATED AS "EXISTING", ALL WORK SHOWN ON THESE DRAWINGS SHALL BE CONSIDERED AS NEW AND PROVIDED UNDER THIS CONTRACT.
- FINISHED GRADE OF TOPSOIL (AFTER COMPACTION) SHALL BE 1/2" TO 1" BELOW TOP OF ABUTTING PAVEMENTS, SIDEWALKS, AND CURBING.
- NO DISTURBANCE SHALL OCCUR OUTSIDE OF SITE LIMITS.
- GENERAL CONTRACTOR SHALL OBTAIN APPROVAL FROM OWNER AND MUNICIPALITY PRIOR TO ANY LAND DISTURBANCE OUTSIDE THE CONSTRUCTION LIMITS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING WORK IN RIGHT OF WAY PERMITS.
- NO HAZARDOUS MATERIALS WILL BE STORED ON-SITE.
- FOR LEGEND AND ABBREVIATIONS SEE SHEET C0.1.
- FOR EROSION CONTROL PLAN AND NOTES SEE SHEETS C5.0 AND C5.1.
- FOR NOTES SHOWN THUS, "⌧", SEE SHEET KEY NOTES, ON SHEET THEY APPEAR.

DIGGERS HOTLINE

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE

WISCONSIN STATUTE 182.0175 (1974) REQUIRES MIN. 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE

THE LOCATIONS OF THE EXISTING UTILITY INSTALLATIONS AS SHOWN ON THE PLANS ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.



NORTH IS REFERENCED TO THE NORTH LINE OF PRIVATE CLAIM 26, E.S.F.R., RECORDED TO BEAR N63°48'24"W. THIS MAP IS BASED ON THE CURRENT BROWN COUNTY COORDINATE SYSTEM OF RECORD.



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PH: 920-569-5765; Fax: 920-569-5767
www.mach-iv.com

SISU PROPERTIES LLC

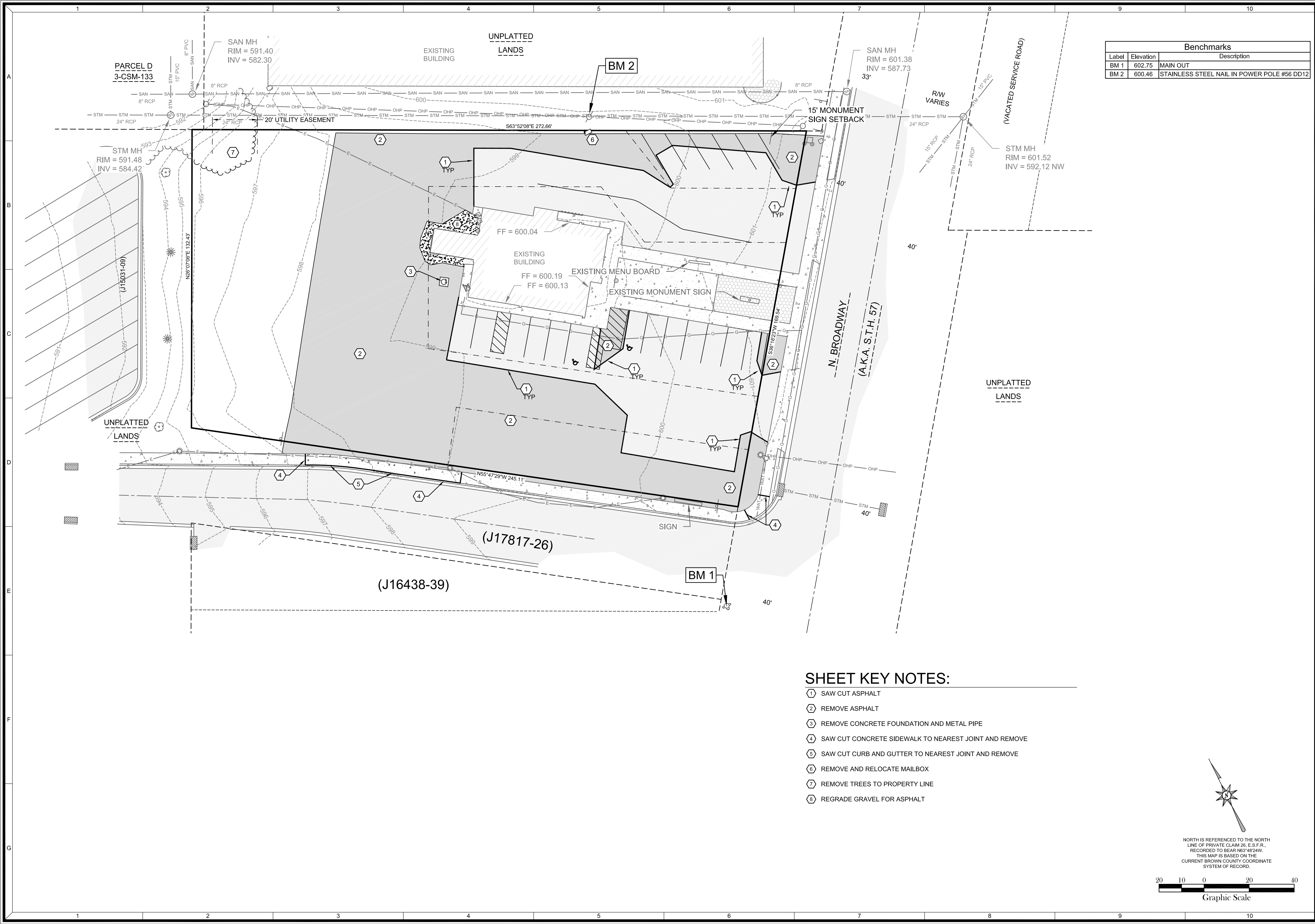
DE PERE BRICK YARD

COVER SHEET

REVISION DESCRIPTION

NO.						NO.
DATE: APRIL 8, 2019						
DRAFTED BY: RPH						
CHECKED BY: MCL						
PROJECT NO.: 1569-01-18						
DRAWING NUMBER						
SHEET NUMBER						
C0.1						
OF 9						

R:\Jobs\1569-01-18 De Pere Brickyard CSM\DRAWINGS\1569-01-18 Eng.dwg 4/8/2019 6:05:00 PM



SHEET KEY NOTES:

- ① SAW CUT ASPHALT
- ② REMOVE ASPHALT
- ③ REMOVE CONCRETE FOUNDATION AND METAL PIPE
- ④ SAW CUT CONCRETE SIDEWALK TO NEAREST JOINT AND REMOVE
- ⑤ SAW CUT CURB AND GUTTER TO NEAREST JOINT AND REMOVE
- ⑥ REMOVE AND RELOCATE MAILBOX
- ⑦ REMOVE TREES TO PROPERTY LINE
- ⑧ REGRADE GRAVEL FOR ASPHALT

Benchmarks		
Label	Elevation	Description
BM 1	602.75	MAIN OUT
BM 2	600.46	STAINLESS STEEL NAIL IN POWER POLE #56 DD12



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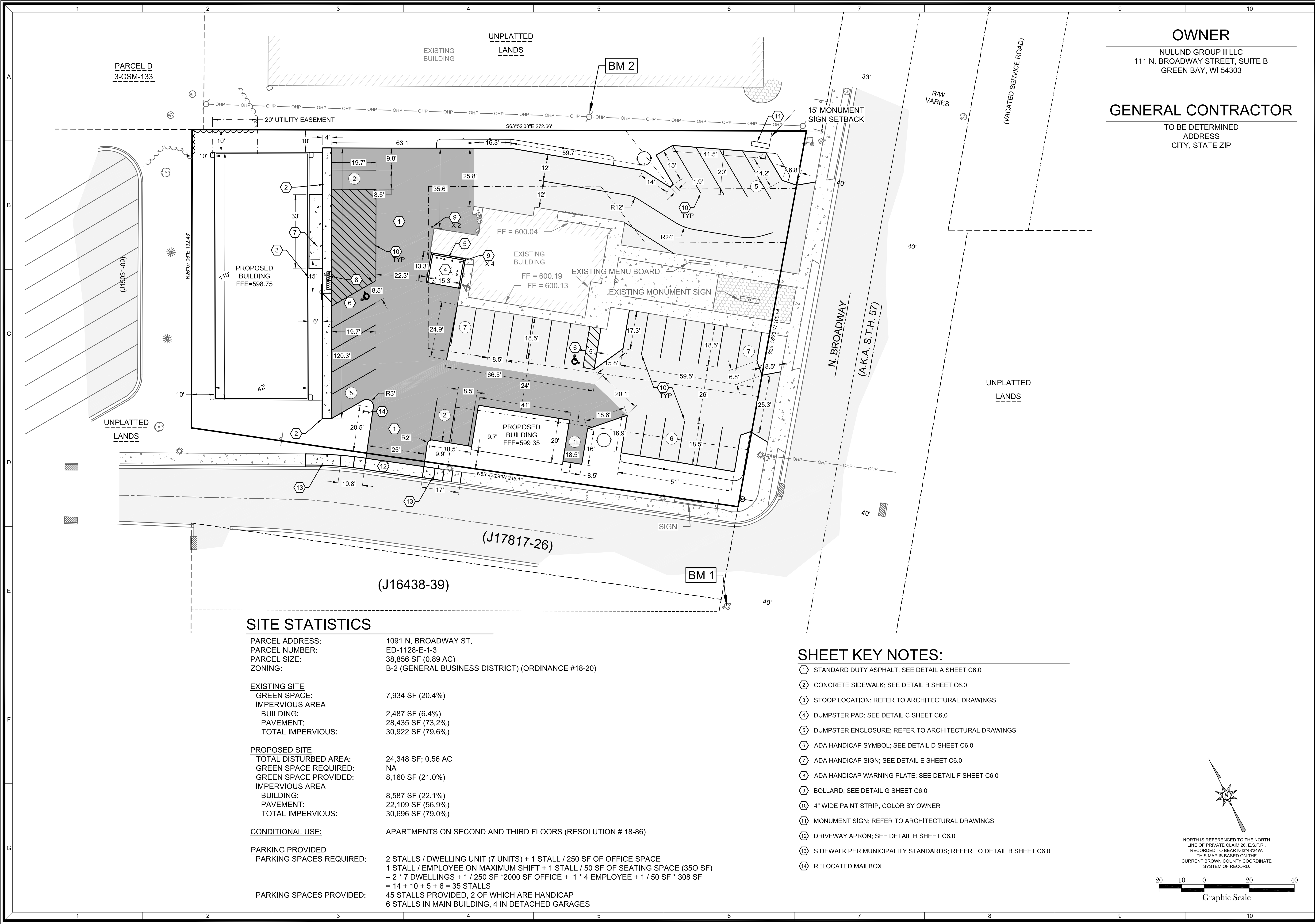
SISU PROPOERTIES LLC

DE PERE BRICK YARD

DEMOLITION PLAN

REVISION DESCRIPTION	
NO.	

DATE: APRIL 8, 2019	
DRAFTED BY: RPH	
CHECKED BY: MCL	
PROJECT NO.: 1569-01-18	
DRAWING NUMBER	
SHEET NUMBER	
C1.0	
OF 9	



SITE STATISTICS

PARCEL ADDRESS: 1091 N. BROADWAY ST.
PARCEL NUMBER: ED-1128-E-1-3
PARCEL SIZE: 38,856 SF (0.89 AC)
ZONING: B-2 (GENERAL BUSINESS DISTRICT) (ORDINANCE #18-20)

EXISTING SITE
GREEN SPACE: 7,934 SF (20.4%)
IMPERVIOUS AREA
BUILDING: 2,487 SF (6.4%)
PAVEMENT: 28,435 SF (73.2%)
TOTAL IMPERVIOUS: 30,922 SF (79.6%)

PROPOSED SITE
TOTAL DISTURBED AREA: 24,348 SF; 0.56 AC
GREEN SPACE REQUIRED: NA
GREEN SPACE PROVIDED: 8,160 SF (21.0%)
IMPERVIOUS AREA
BUILDING: 8,587 SF (22.1%)
PAVEMENT: 22,109 SF (56.9%)
TOTAL IMPERVIOUS: 30,696 SF (79.0%)

CONDITIONAL USE: APARTMENTS ON SECOND AND THIRD FLOORS (RESOLUTION # 18-86)

PARKING PROVIDED
PARKING SPACES REQUIRED: 2 STALLS / DWELLING UNIT (7 UNITS) + 1 STALL / 250 SF OF OFFICE SPACE
1 STALL / EMPLOYEE ON MAXIMUM SHIFT + 1 STALL / 50 SF OF SEATING SPACE (350 SF)
= 2 * 7 DWELLINGS + 1 / 250 SF * 2000 SF OFFICE + 1 * 4 EMPLOYEE + 1 / 50 SF * 308 SF
= 14 + 10 + 5 + 6 = 35 STALLS
PARKING SPACES PROVIDED: 45 STALLS PROVIDED, 2 OF WHICH ARE HANDICAP
6 STALLS IN MAIN BUILDING, 4 IN DETACHED GARAGES

SHEET KEY NOTES:

- 1 STANDARD DUTY ASPHALT; SEE DETAIL A SHEET C6.0
- 2 CONCRETE SIDEWALK; SEE DETAIL B SHEET C6.0
- 3 STOOP LOCATION; REFER TO ARCHITECTURAL DRAWINGS
- 4 DUMPSTER PAD; SEE DETAIL C SHEET C6.0
- 5 DUMPSTER ENCLOSURE; REFER TO ARCHITECTURAL DRAWINGS
- 6 ADA HANDICAP SYMBOL; SEE DETAIL D SHEET C6.0
- 7 ADA HANDICAP SIGN; SEE DETAIL E SHEET C6.0
- 8 ADA HANDICAP WARNING PLATE; SEE DETAIL F SHEET C6.0
- 9 BOLLARD; SEE DETAIL G SHEET C6.0
- 10 4" WIDE PAINT STRIP, COLOR BY OWNER
- 11 MONUMENT SIGN; REFER TO ARCHITECTURAL DRAWINGS
- 12 DRIVEWAY APRON; SEE DETAIL H SHEET C6.0
- 13 SIDEWALK PER MUNICIPALITY STANDARDS; REFER TO DETAIL B SHEET C6.0
- 14 RELOCATED MAILBOX

OWNER
NULUND GROUP II LLC
111 N. BROADWAY STREET, SUITE B
GREEN BAY, WI 54303

GENERAL CONTRACTOR
TO BE DETERMINED
ADDRESS
CITY, STATE ZIP

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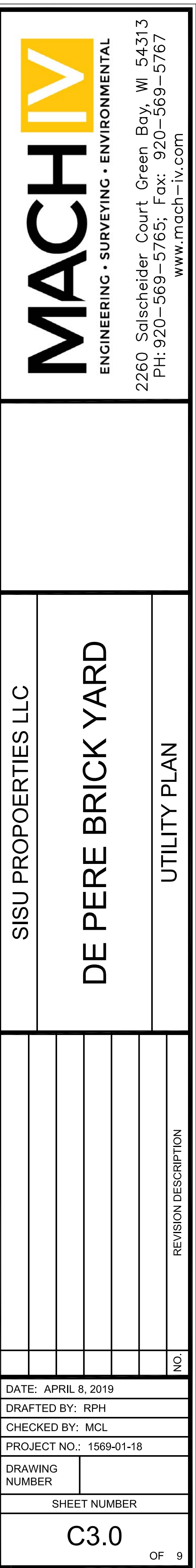
2260 Salscheider Court Green Bay, WI 54313
PH: 920-569-5765; Fax: 920-569-5767
www.machiv.com

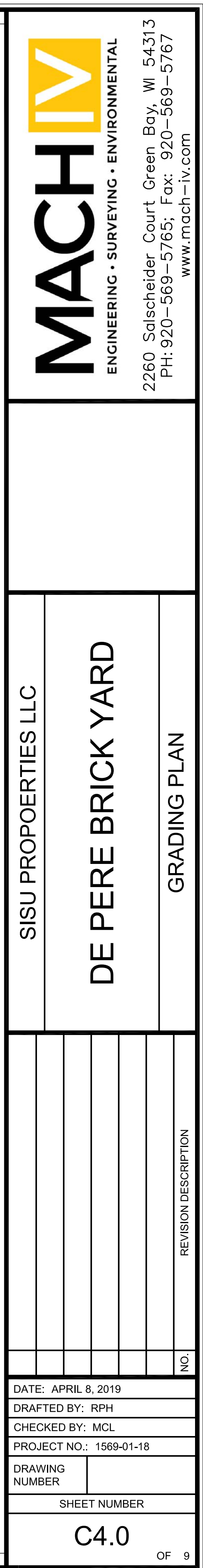
SISU PROPOERTIES LLC

DE PERE BRICK YARD

SITE PLAN

DATE: APRIL 8, 2019	REVISION DESCRIPTION
DRAFTED BY: RPH	
CHECKED BY: MCL	
PROJECT NO.: 1569-01-18	
DRAWING NUMBER	
SHEET NUMBER	
C2.0	







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Attachment: Site Plan - easement-elevations-Landscape - PRELIMINARY - 09 Apr 2019 (8151) : Recommendation regarding a Site Plan for a new building and parking garage called De Pere Brick Yard)

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SISU PROPERTIES LLC

DE PERE BRICK YARD

EROSION CONTROL DETAILS

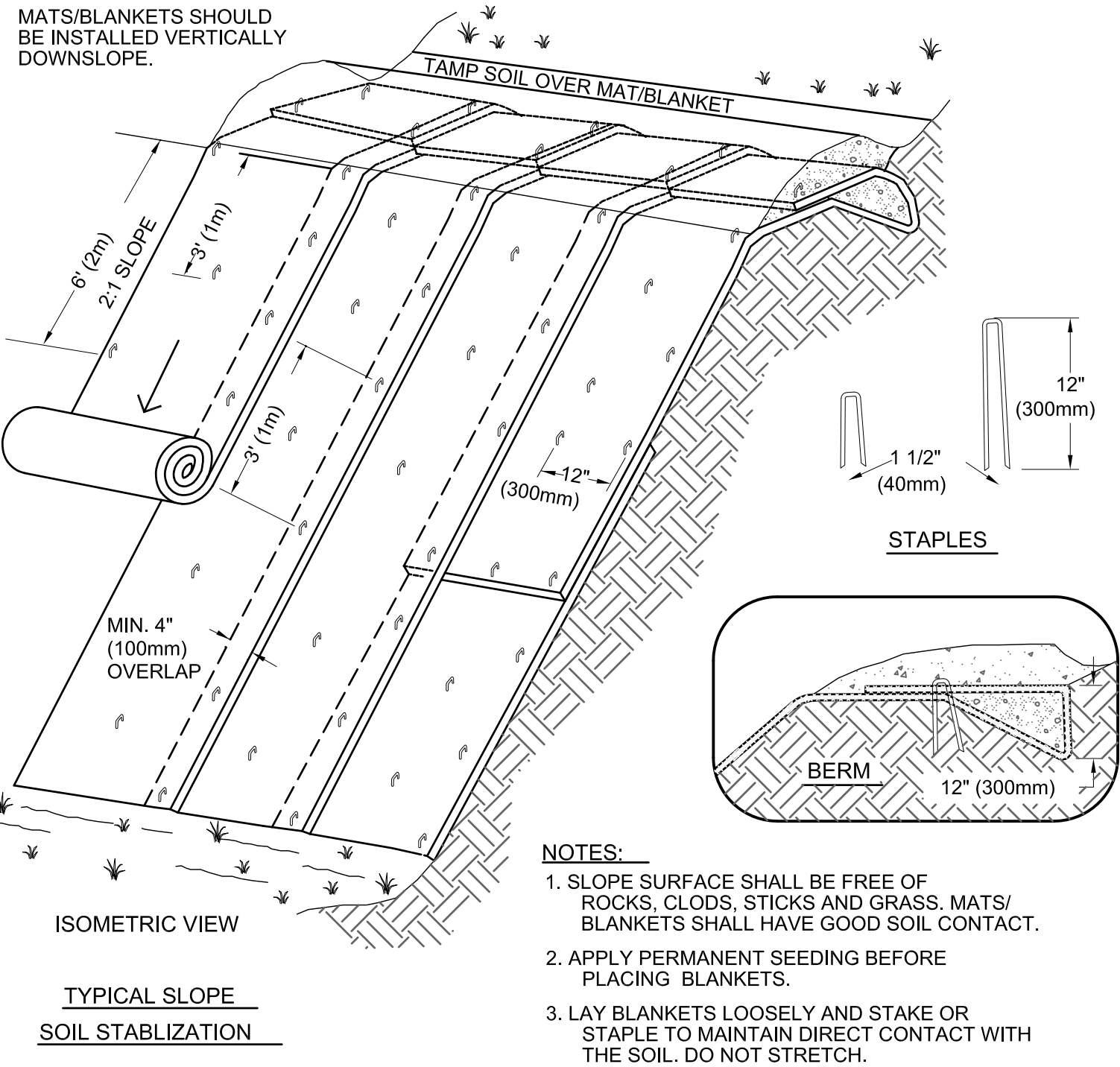
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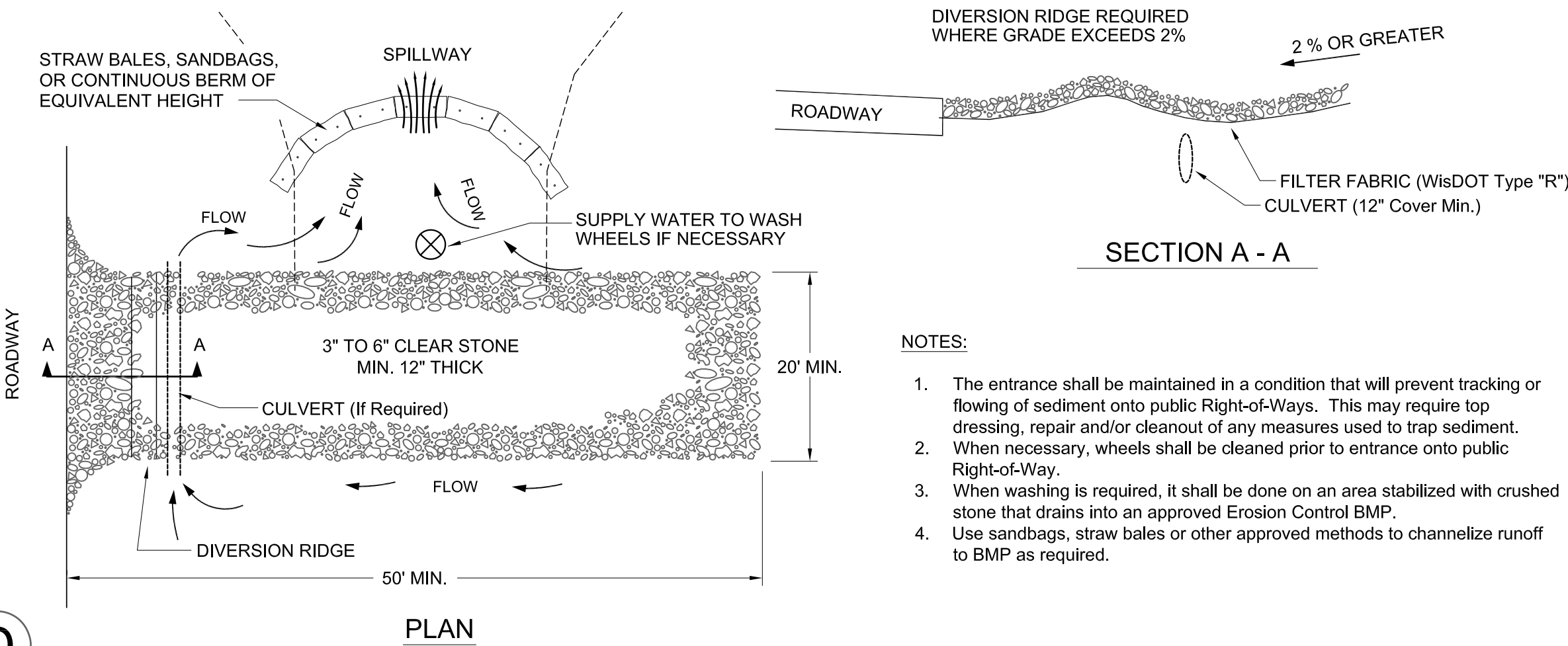
DATE: APRIL 8, 2019
DRAFTED BY: RPH
CHECKED BY: MCL
PROJECT NO.: 1569-01-18
DRAWING NUMBER
SHEET NUMBER

C5.1

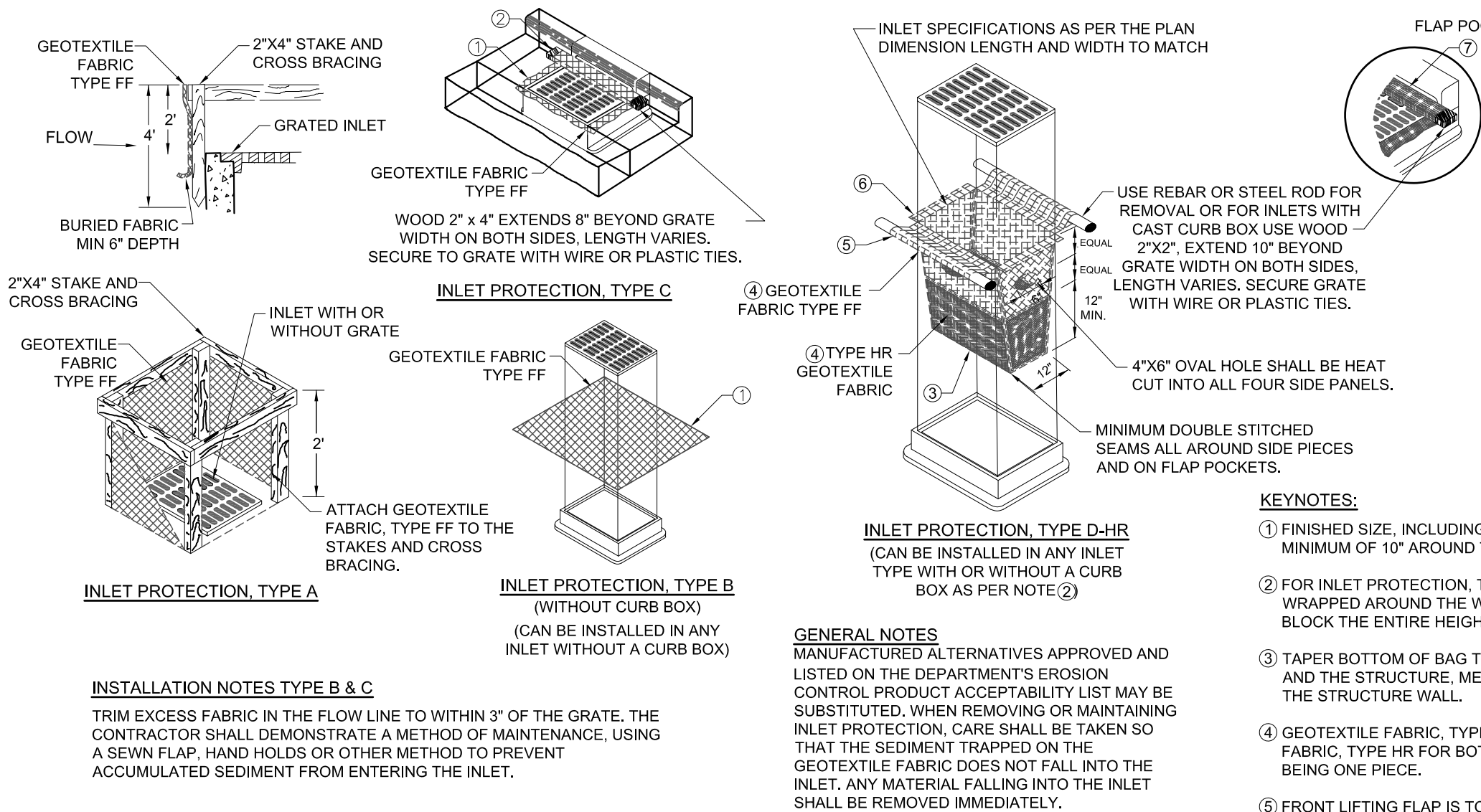
OF 9



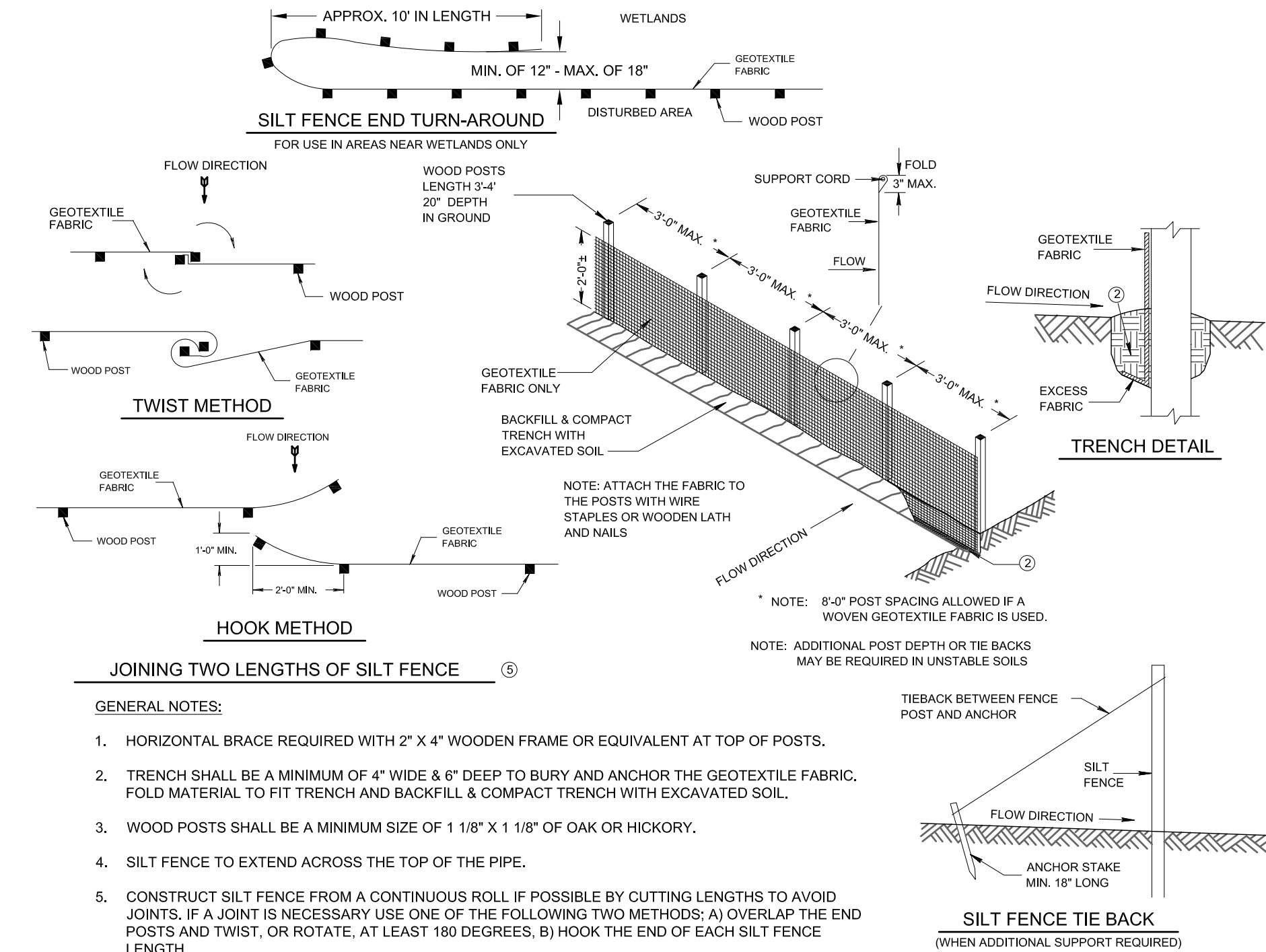
B EROSION CONTROL MAT FOR SLOPE INSTALLATION



D STONE TRACKING PAD



A INLET PROTECTION



C SILT FENCE

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SISU PROPERTIES LLC

DE PERE BRICK YARD

EROSION CONTROL DETAILS

REVISION DESCRIPTION

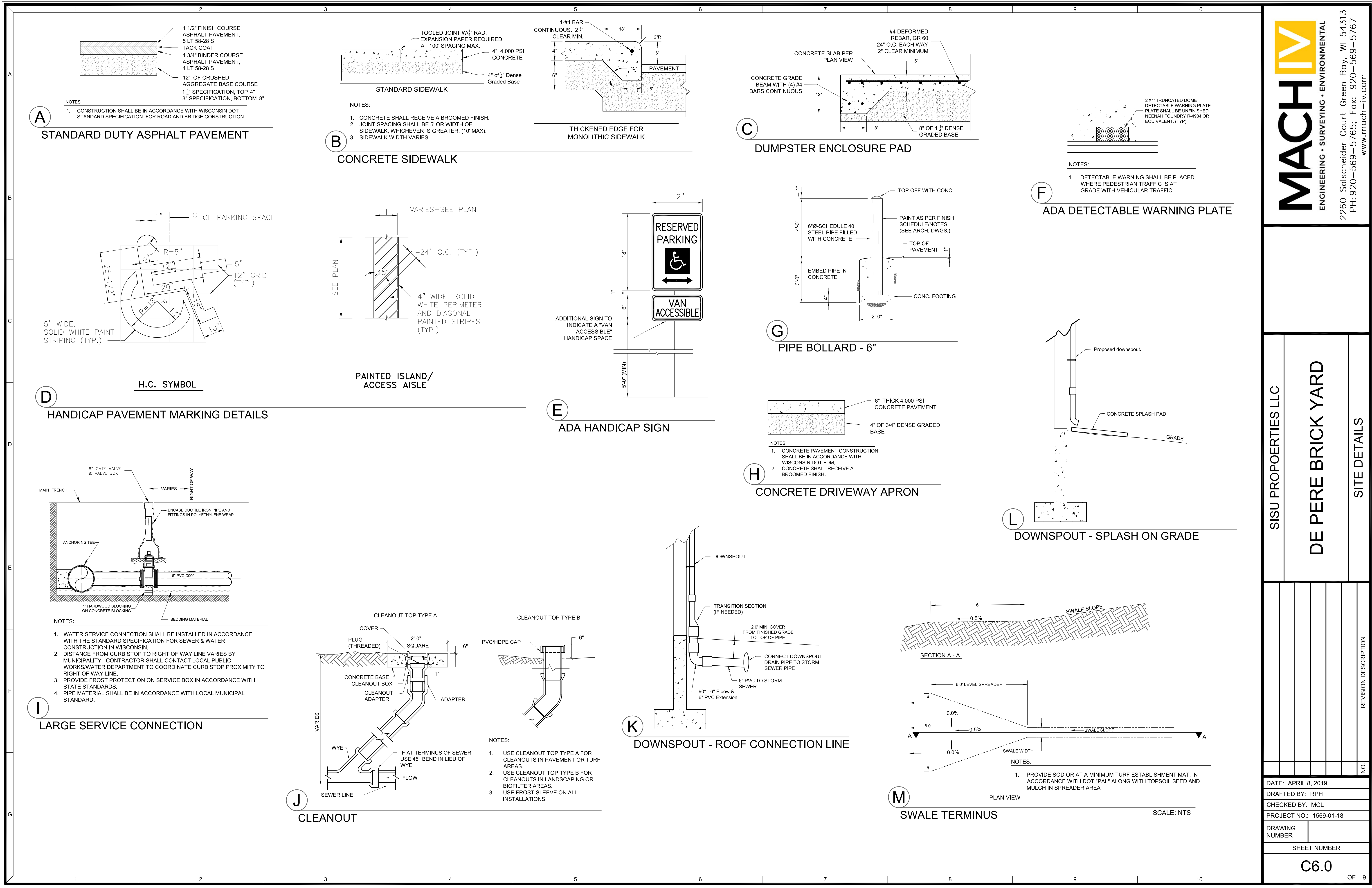
NO.

DATE: APRIL 8, 2019
DRAFTED BY: RPH
CHECKED BY: MCL
PROJECT NO.: 1569-01-18
DRAWING NUMBER
SHEET NUMBER

C5.1

OF 9

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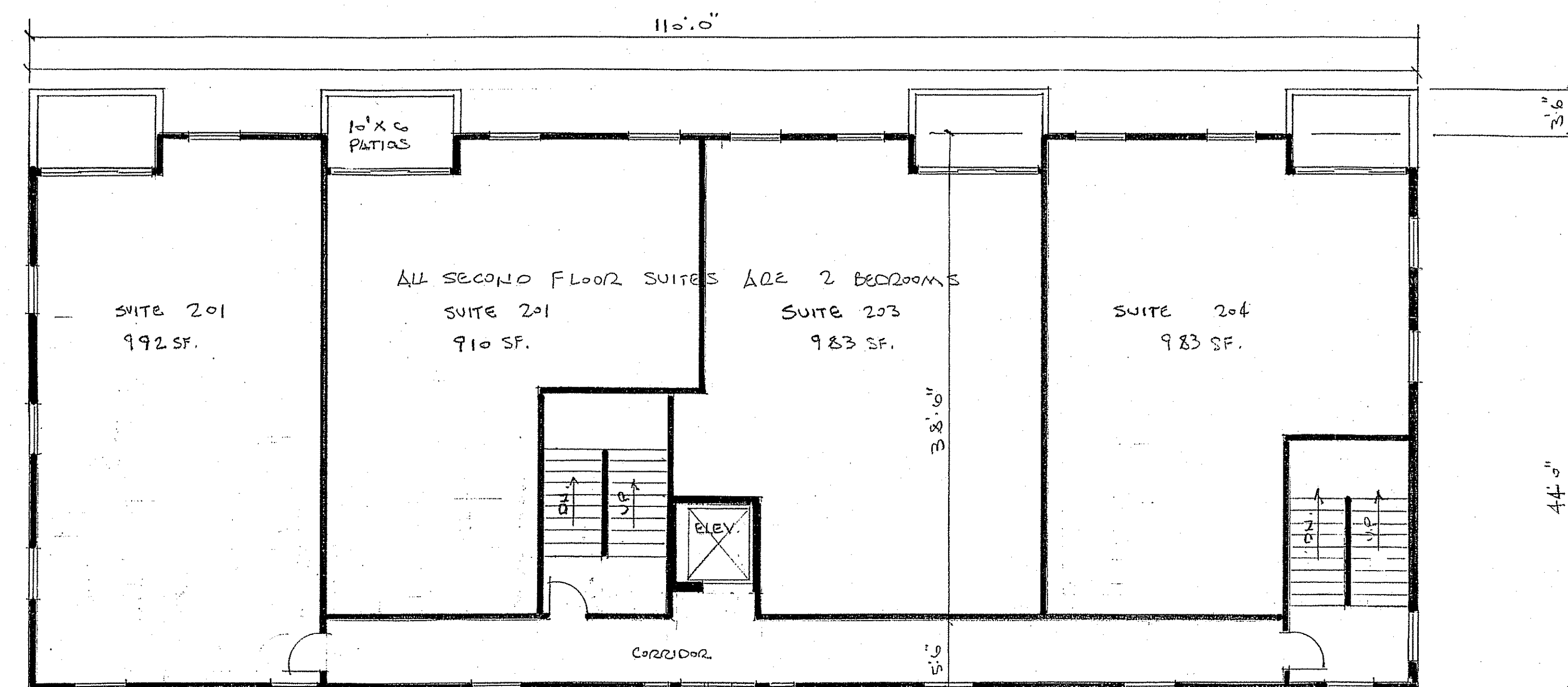
SISU PROPOERTIES LLC

DE PERE BRICK YARD

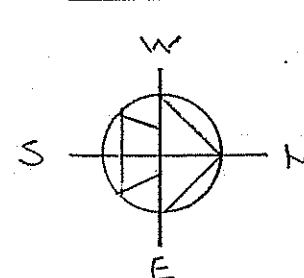
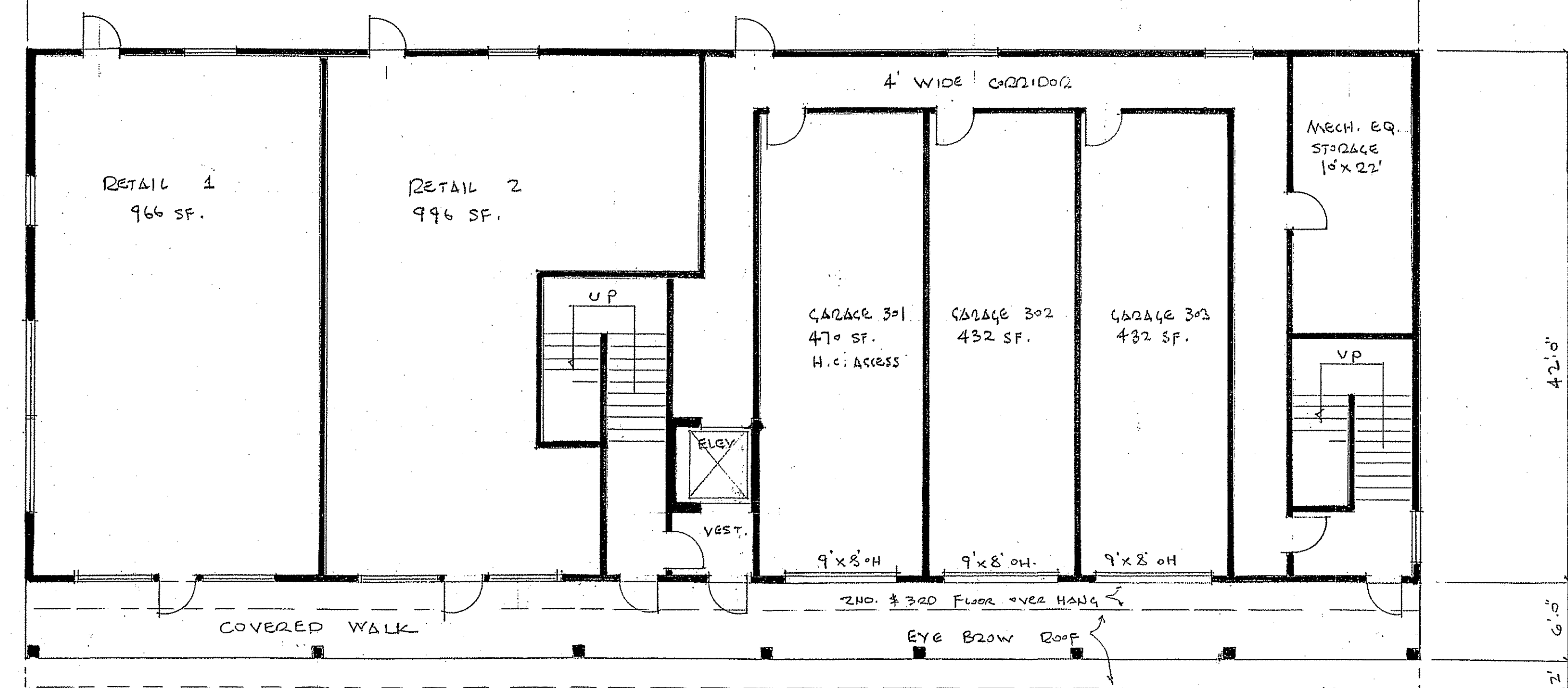
SITE DETAILS

					REVISION DESCRIPTION
NO.	DATE	DRAFTED BY	CHECKED BY	PROJECT NO.	
	APRIL 8, 2019	RPH	MCL	1569-01-18	
				DRAWING NUMBER	
				SHEET NUMBER	
				C6.0	
				OF 9	





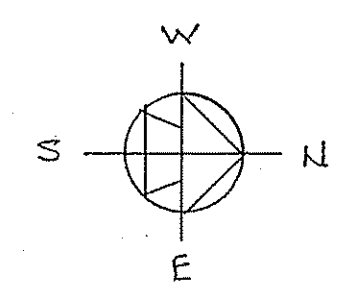
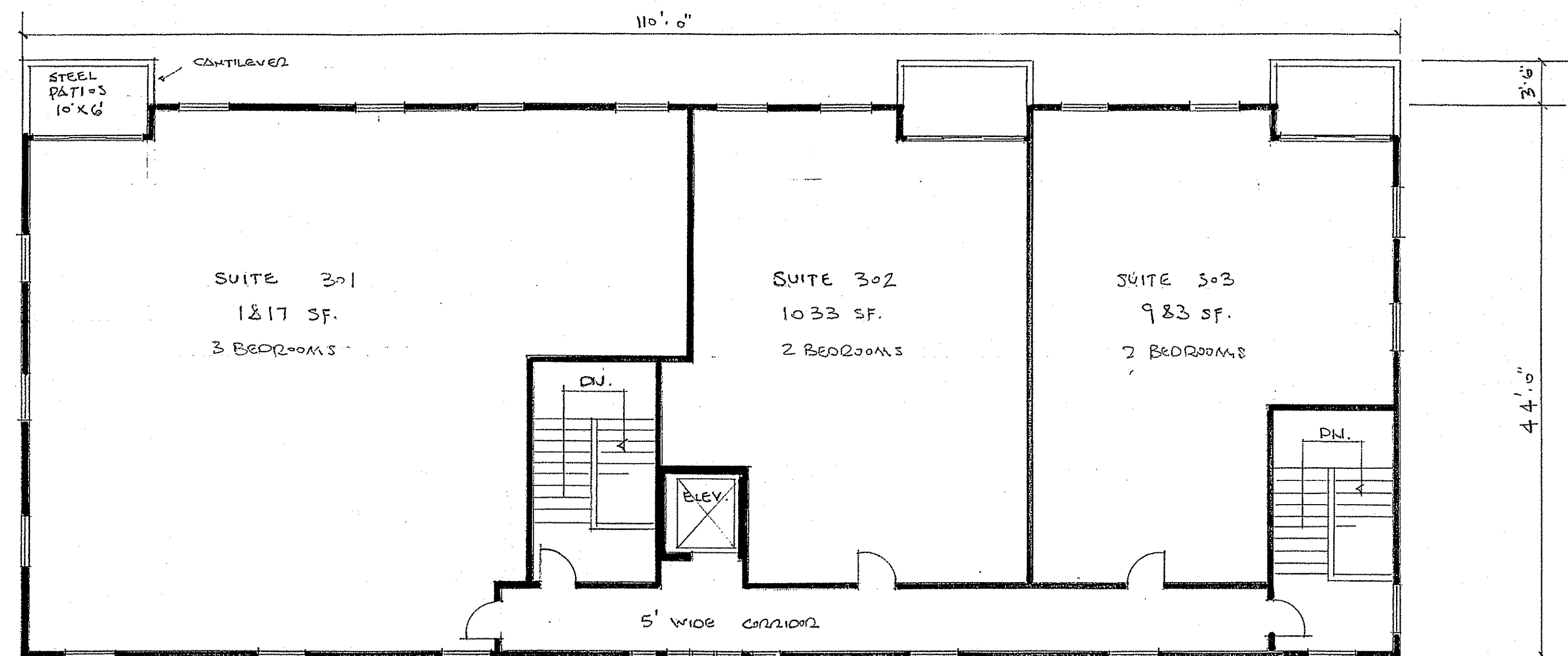
SECOND FLOOR PLAN SCALE: 1/8" = 1'-0"



FIRST FLOOR PLAN SCALE: 1/8" = 1'-0"

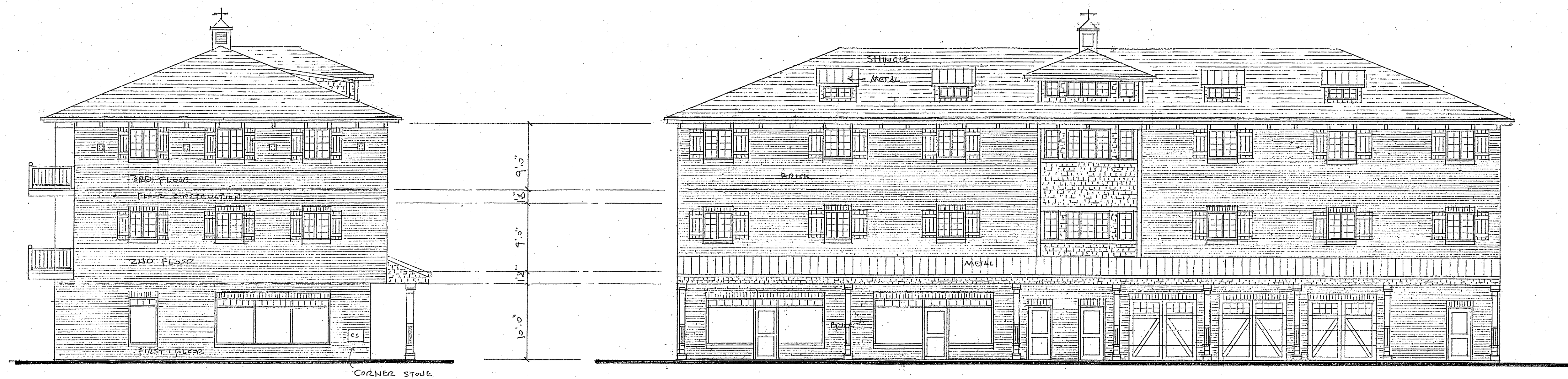
NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS, DIMENSIONS & CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE CONSTRUCTION	LLOYD CARPENTER ARCHITECT LLC 2663 Maple Hills Dr., Green Bay, WI 54313 (920) 655-3829 Carp.arch@gmail.com	DATE: 4/8/19
		FILE: _____
		JOB NO. _____
		1

PROPOSED BUILDING FOR
THE BRICK YARD
DEPERE, WI.



THIRD FLOOR PLAN SCALE: 1/8" = 1'-0"

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS, DIMENSIONS & CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE CONSTRUCTION	LLOYD CARPENTER ARCHITECT LLC 2663 Maple Hills Dr., Green Bay, WI 54313 (920) 655-3829 Carp.arch@gmail.com	DATE: 4/2/19
	PROPOSED BUILDING FOR THE BRICK YARD DE PERE, WI.	FILE: _____
		JOB NO. _____
2		



SOUTH

ELEVATIONS

SCALE: 1/8" = 1'-0"

EAST

NOTE:
ALTHOUGH EVERY EFFORT
HAS BEEN MADE IN PREPARING
THESE PLANS AND CHECKING
THEM FOR ACCURACY, THE
CONTRACTOR MUST CHECK ALL
DETAILS, DIMENSIONS &
CONDITIONS AND REPORT ANY
DISCREPANCIES TO THE
ARCHITECT BEFORE
CONSTRUCTION

LLOYD CARPENTER ARCHITECT LLC
2663 Maple Hills Dr., Green Bay, WI 54313
(920) 655-3829
Carp.arch@gmail.com

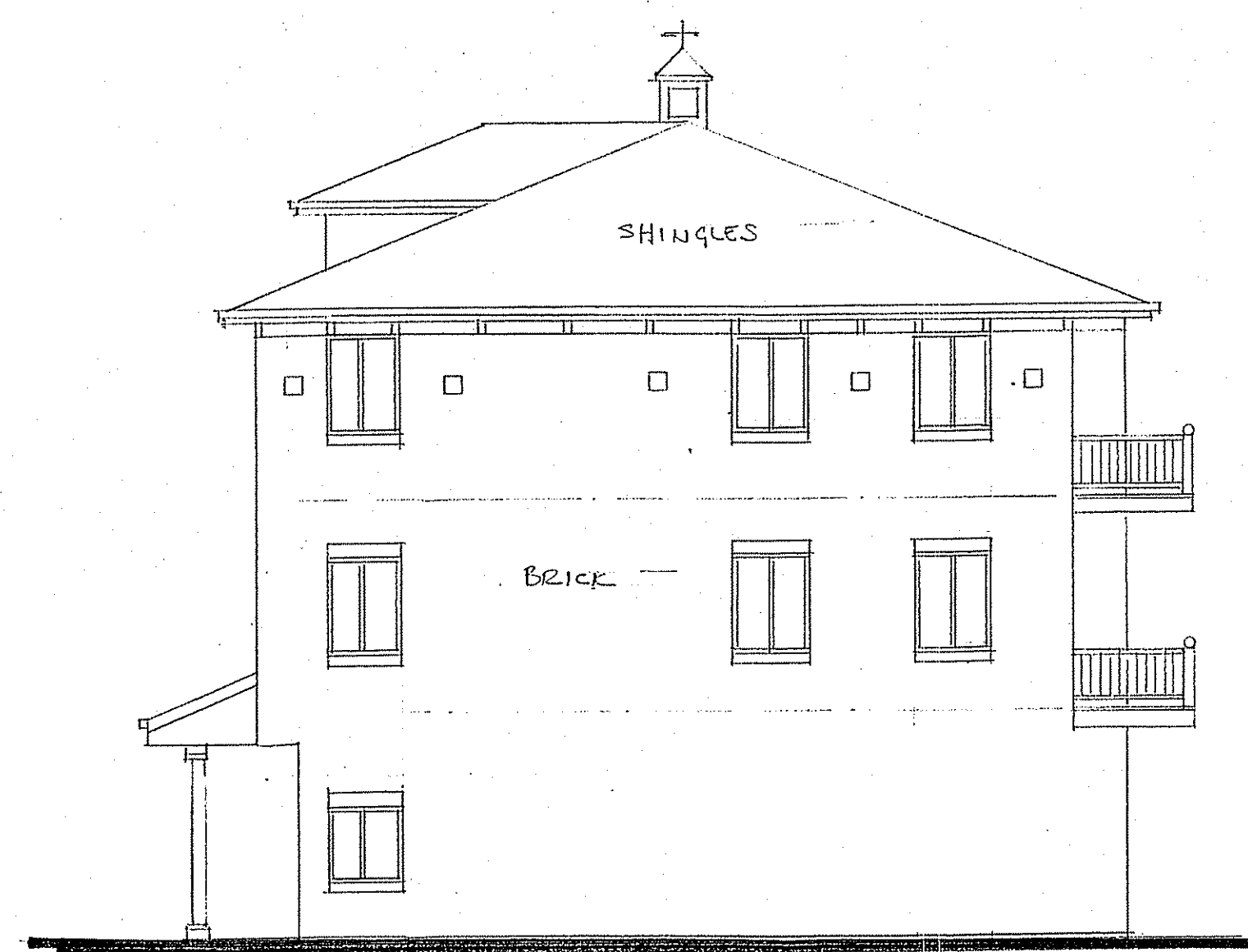
PROPOSED BUILDING FOR
THE BRICK YARD SUITES
DE PERE, WI.

DATE: 4/2/19

FILE:

JOB NO.

3



NORTH

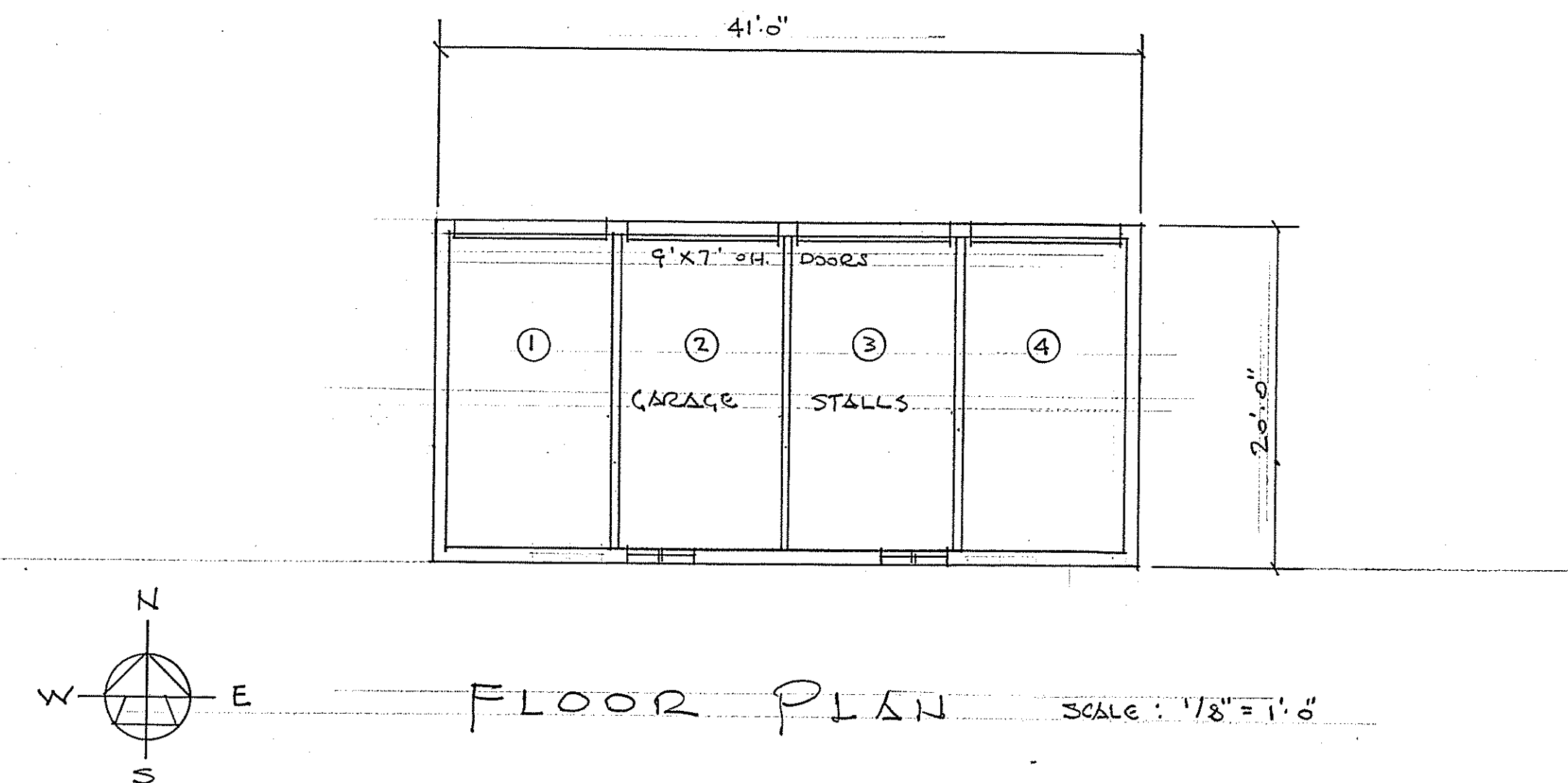
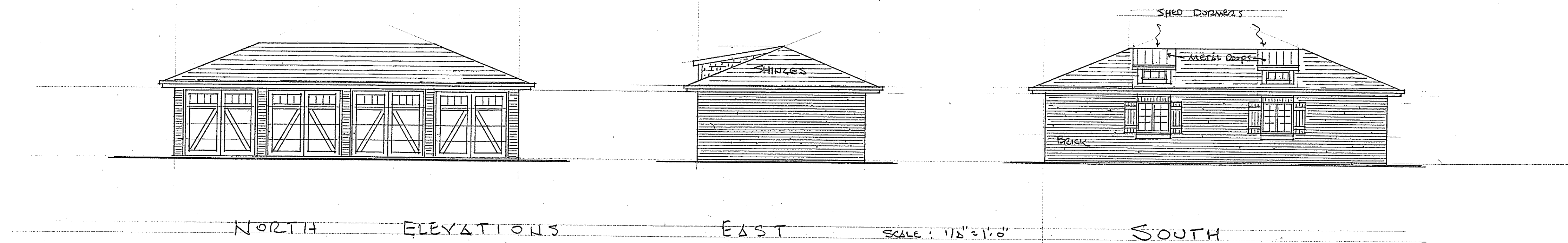
ELEVATIONS

Scale: 1/8" = 1'-0"



WEST

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS, DIMENSIONS & CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE CONSTRUCTION	LLOYD CARPENTER ARCHITECT LLC 2663 Maple Hills Dr., Green Bay, WI 54313 (920) 655-3829 Carp.arch@gmail.com	DATE: 4/8/19
	PROPOSED BUILDING FOR THE BRICK YARD DE PERE	FILE: _____
		JOB NO. _____ 4



NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS, DIMENSIONS & CONDITIONS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE CONSTRUCTION	LLOYD CARPENTER ARCHITECT LLC 2663 Maple Hills Dr., Green Bay, WI 54313 (920) 655-3829 Carp.arch@gmail.com	DATE: _____
	PROPOSED GARAGE FOR THE BRICK YARD SUITES DE PERE, WI	FILE: _____
		JOB NO. _____



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Peter Schleinz

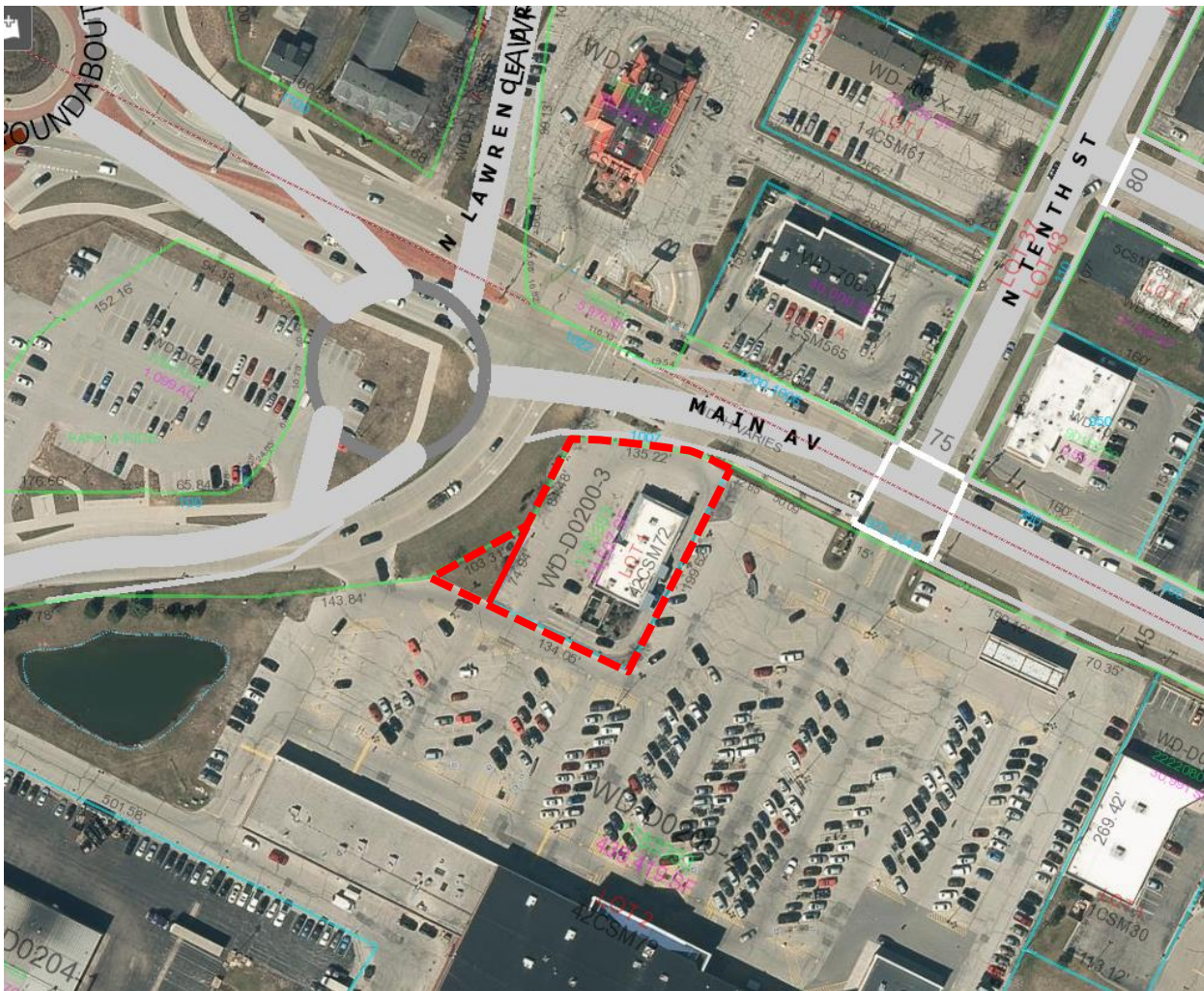
SUBJECT: Recommendation regarding a Site Plan for a drive-thru expansion and new garbage/recycling enclosure for Burger King at 1007 Main Avenue (Parcel WD-D0200-3 & part of WD-D0200-2). Submitted by Richard J. Fisher, Fisher and Associates LLC, authorized representative for Main Street De Pere LLC and T&S Land Development LLC, property owners.

ATTACHMENTS:

- Report to Plan Commission - Site Plan at 1007 Main AV - Burger King (DOCX)
- Application Form (PDF)
- Site Plan - Dumpster - Landscaping - Signage - PRELIMINARY - 04 Apr 2019 (PDF)

- ITEM 7:** Recommendation regarding a Site Plan for a drive-thru expansion and new garbage/recycling enclosure for Burger King at 1007 Main Avenue (Parcel WD-D0200-3 & part of WD-D0200-2). Submitted by Richard J. Fisher, Fisher and Associates LLC, authorized representative for Main Street De Pere LLC and T&S Land Development LLC, property owners.

SITE MAP



REQUESTED ACTION: Site Plan approval

The addition of a second drive-thru lane and the construction of a new garbage/recycle enclosure at the south and southwest end of a restaurant.

COMMON DESCRIPTION: 1007 Main Avenue, located southeast from the Main Avenue and Lawrence Drive intersection.

PARCEL NUMBERS: WD-D0200-3 & part of WD-D0200-2

EXISTING ZONING: B-2 (General Business District)

SURROUNDING LAND USES: Business (stores and restaurants) to the north, south and east.
WisDOT Park & Ride and freeway to the west.

COMPREHENSIVE PLAN: Commercial

APPLICANT / OWNER: Richard J. Fisher
Fisher and Associates LLC
Authorized representative
2260 Salscheider Court
Green Bay, WI 54313

Parcel WD-D0200-3 property owner:
Main Street De Pere LLC
PO BOX 7971
Madison, WI 53707-7971

Parcel WD-D0200-2 property owner:
T&S Development LLC
PO BOX 1040
Edmond, OK 73083-1040

SITE HISTORY: After a review of air photographs, the subject area was originally agricultural until the 1970's when a large gas/trucking development occurred. The site and surrounding areas further developed into what is seen today, mostly in the late 1990's and early 2000's.

In 2018, the Main Avenue and Lawrence Drive intersection was renovated with a roundabout. At that time the Burger King property made façade updates to their property, but no significant site plan changes were made that required Plan Commission approval.

STAFF REVIEW: When reviewing a Site Plan request, staff considers the zoning code, future land use recommendation of the Comprehensive Plan and the surrounding land uses and desired development patterns.

The applicant proposes to construct a second drive thru lane at the south end of an existing building on the site. In order to accomplish that task, an existing garbage/recycling enclosure is proposed to be removed from the south side of the building and built new to the west of the drive-thru lanes. The new location is proposed on property that is not yet in the ownership of Burger King; however, the owners are in the process of acquiring and attaching the land together.

The proposed new structure is made out of split face concrete masonry, an approvable material. However, the color of the masonry was not identified and must match the existing primary building.

The site plan complies with the following massing and setback requirements set by the I-1 Industrial Park District (Section 14-47):

- Land Use: Restaurant (existing / permitted)
- Lot Size: 26,126 if parcel added (2,000 s.f. required)
- Front Yard Setback: 50 feet (25 feet required)
- Corner Side Yard Setback: 70+ feet (25 feet required)
- Interior Side Yard Setback: 15 feet (0 feet required)
- Rear Yard Setback: 50+ feet (0 feet required)
- FAR: 0.16 (2.8 or less required)

- Building Height: N/A as building doesn't change (controlled by FAR)
- Landscaping: 18.4% greenspace, 8 total tree count (4 trees required)

Parking requirements have been met with 41 total stalls (existing on site and per an agreement for shared parking to east of Burger king). The below chart summarizes the existing marked stalls, proposed stalls to be added, and required stalls:

LOCATION	EXISTING	ADDED	REQUIRED	CRITERIA MET?
Seating Area	36	0	25	--
Employees	5		5	
TOTAL	41	0	30	YES

Proposed site plan.



stalls are required, one of which needs to be van accessible.

4. Sheet C1.0 - Show water and sanitary sewer lines for festival lot.
5. Sheet C1.1 - Denote where work staging is to occur. There is very little footprint for the stockpiling and storing of materials. Clarify if parking stalls are to be blocked off. Clarify if Burger King is to remain open for the duration of work.
6. Clarify if parking to remain in front of proposed dumpster enclosure.
7. Identify on the plan where the storm system flows to onsite (e.g. -- Festival foods pond or elsewhere). Identify the reduction of peak flow and/or if flowing to the pond.

Fire:

1. None.

Forestry:

1. None.

Health:

1. None.

Planning:

1. Identify the color on the elevations for the dumpster location, which must match the primary building.
2. The proposed dumpster is not on the same property as the Burger King building. Combine the two parcels into one parcel.
3. The landscaping near the dumpster is identified as "Buckthorn" trees which is known as an invasive species in Wisconsin. Although some species are not invasive it is strongly recommended that alternative plantings be utilized in the landscaping plan due to the perception that the trees are invasive.
4. The staff Development Team expressed strong concerns about a tight turn when entering the site from Main Avenue due to the relocated curb cut and a concrete peninsula at the northwest end of the primary building. Strongly recommend shortening or removing the concrete peninsula to allow for easier customer traffic flow, particularly due to the redesign increasing drive-thru traffic.

Inspection:

1. Any new signage, including that utilized for the drive-thru, will need to be submitted to Inspection to determine if sign permits are required.

The above conditions must be addressed via revised submittals and staff review and approval prior to issuance of a site plan approval memo.

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 drive-thru expansion and new garbage/recycling enclosure for Burger King, subject to compliance with the conditions listed in the 'Staff Comments' section of this report.

	CITY OF DE PERE APPLICATION FOR SITE PLAN REVIEW	Fee: \$ 305.00
		Receipt #: 00141130
		Date: 04 Apr 2019

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) Fisher and Associates LLC	Authorized Representative Richard J Fisher	Title Project Architect	
Mailing Address 916 Cedar Street	City DePere	State WI	ZIP Code 54115
Email Address rfisher@fisherandassociatesllc.com	Phone Number (incl. area code) 920-376-0007	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) MAIN STREET DEPERE LLC ETAL	Contact Person	Title	
Mailing Address PO BOX 7971	City MADISON	State WI	ZIP Code 53707
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description 1007 MAIN AVE	Parcel No. WD-D0200-3
--	--------------------------

SECTION 4: Project Information

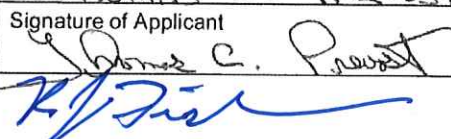
Existing Zoning:	Planned Deveopment		
Present Use of Parcel:	Restaurant with drive-thru		
Proposed Use of Parcel:	Same		
Estimated Start Date:	5/1/19	Estimated Completion Date:	8/1/19

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) Thomas C. Prevost	Title PRESIDENT	Phone Number (920) 209-3001
Signature of Applicant 		Date Signed 4/13/19

4/14/19

TO BE COMPLETED BY CITY STAFF

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

Attachment: Application Form (8150 : Recommendation regarding a Site Plan for a drive-thru expansion and new garbage/recycling enclosure)

PROPOSED DRIVE-THRU ALTERATIONS FOR:
BURGER KING
1007 MAIN AVENUE
CITY OF DE PERE WISCONSIN

ARCHITECTURAL

- TS TITLE SHEET
- CAI.O ARCHITECTURAL SITE PLAN
- C.I.O TOPOGRAPHIC SITE PLAN
- C.I.I GRADING AND EROSION CONTROL PLAN
- AI.I DUMPSTER ENCLOSURE PLAN AND DETAILS
- LANDSCAPE PLAN

PROJECT
INFORMATION

PROJECT: ALTERATIONS
BURGER KING
ADDRESS: 1007 MAIN STREET
DEPERE WI
USE: RESTAURANT A-2
OWNER: MAIN STREET DEPERE LLC
1007 MAIN STREET
DEPERE WI
CONTACT: -
-
DESIGNER OF RECORD:
ARCHITECT: FISHER & ASSOCIATES
ARCHITECTS / PLANNERS
916 CEDAR STREET
DEPERE, WI 54115
P.(920) 532-4194
CONTACT: RICHARD J. FISHER AIA
RFISHER@FISHERANDASSOCIATESLLC.COM
CIVIL ENGINEERS:
DAVEL ENGINEERING
181 RACINE ROAD
MENASHA, WISCONSIN 54452
P.(920) 991-1866
JOHN@DAVEL.PRO
CONTACT: JOHN DAVEL

RELEASED FOR SITE PLAN REVIEW

4/4/19

PROJECT:

PROPOSED DRIVE-THRU ALTERATIONS FOR
BURGER KING
1007 MAIN AVENUE
CITY OF DE PERE

WISCONSIN

DRAWN BY:

RJF

CHK'D BY:

RJF

JOB NUMBER:

18060

DATE:

4/4/19

TS



FISHER & ASSOCIATES, LLC

Architects / Planners
916 CEDAR STREET DE PERE, WI 54115
P.(920) 532-4194
fisher@fisherandassociatesllc.com

FRED J. PIETTE COMPANY, INC. Since 1921
General Contractors / Construction Managers
6130 N. Richmond Street • Appleton, WI 54913-0418
TEL: (920) 738-5733 • FAX: (920) 738-5010

REVISIONS:

PROJECT STATEMENT

THIS PROJECT IS TO ADD AN ADDITIONAL DIVE THRU LANE. THE EXISTING DUMPSTER ENCLOSURE IS TO BE RELOCATED TO THE WEST AND AN ADDITIONAL LANE BE INSTALLED. THE CHANGE IN THE GREEN SPACE ON THE ORIGINAL SITE WILL REDUCE THE GREEN SPACE BY 34 S.F.

ZONING REQUIREMENTS
PERMITTED USE: RESTAURANT
ZONED: PUD

SITE DATA

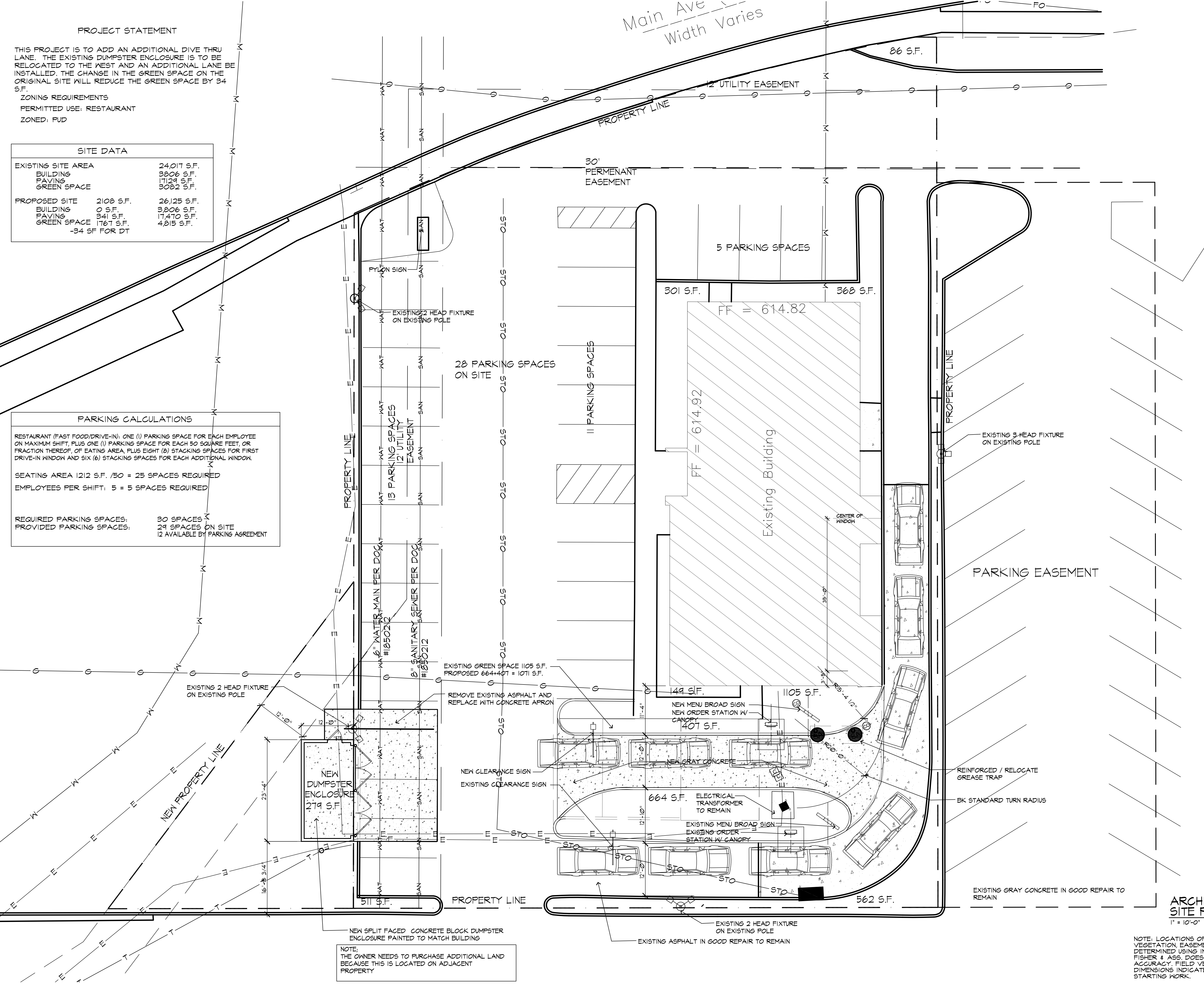
EXISTING SITE AREA	24,017 S.F.
BUILDING	3,806 S.F.
PAVING	17,129 S.F.
GREEN SPACE	3,082 S.F.
PROPOSED SITE	2108 S.F.
BUILDING	0 S.F.
PAVING	341 S.F.
GREEN SPACE	17470 S.F.
	-34 SF FOR DT

PARKING CALCULATIONS

RESTAURANT (FAST FOOD/DRIVE-IN): ONE (1) PARKING SPACE FOR EACH EMPLOYEE ON MAXIMUM SHIFT, PLUS ONE (1) PARKING SPACE FOR EACH 50 SQUARE FEET, OR FRACTION THEREOF, OF EATING AREA, PLUS EIGHT (8) STACKING SPACES FOR FIRST DRIVE-IN WINDOW AND SIX (6) STACKING SPACES FOR EACH ADDITIONAL WINDOW.

SEATING AREA 1212 S.F. /50 = 25 SPACES REQUIRED
EMPLOYEES PER SHIFT: 5 = 5 SPACES REQUIRED

REQUIRED PARKING SPACES: 30 SPACES
PROVIDED PARKING SPACES: 24 SPACES ON SITE
12 AVAILABLE BY PARKING AGREEMENT



ARCHITECTURAL SITE PLAN

1" = 10'-0"



NOTE: LOCATIONS OF EXISTING PROPERTY LINES, BUILDINGS, VEGETATION, EASEMENTS, UTILITIES, ETC. HAVE BEEN DETERMINED USING INFORMATION SUPPLIED BY OTHERS AND FISHER & ASSOCIATES, LLC DOES NOT ASSUME RESPONSIBILITY FOR THEIR ACCURACY. FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS INDICATED ON THESE DRAWINGS PRIOR TO STARTING WORK.

PROJECT:
PROPOSED ALTERATIONS FOR
BURGER KING
1007 MAIN AVENUE
CITY OF DE PERE
WISCONSIN

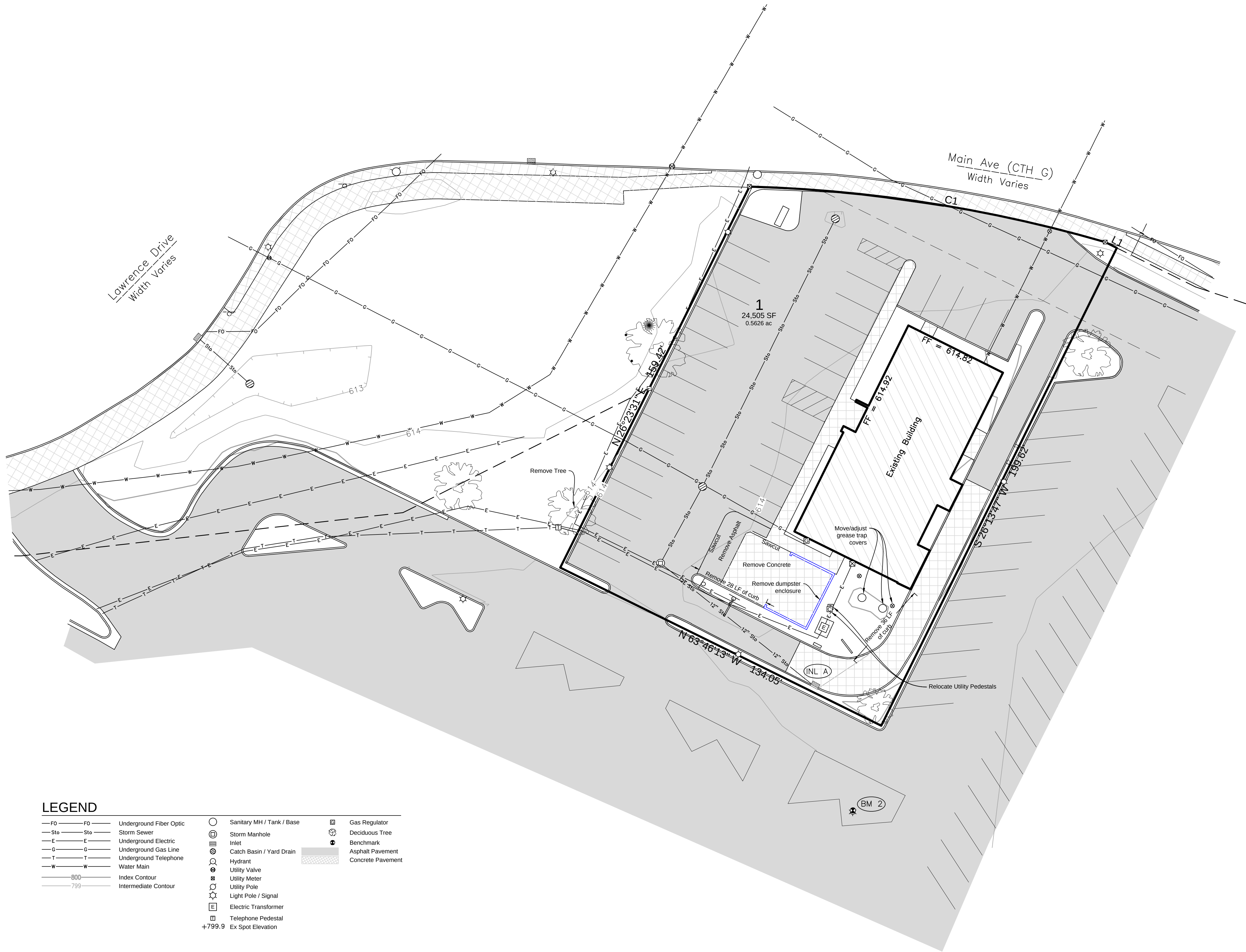
DRAWN BY:
R/JF
CHK'D BY:
R/JF
JOB NUMBER:
18060
DATE:
7/19/18

CA1.0

FISHER & ASSOCIATES, LLC
Architects / Planners
25 PETERLIN DRIVE, WRIGHTSTOWN, WI 54980
PH: (920) 332-4444 FAX: (920) 332-4444
rfisher@fisherandassociatesllc.com

FRED J. PIETTE COMPANY, INC.
General Contractors / Construction Managers
6130 N. Richmond Street • Appleton, WI 54913-9413
TEL: (920) 796-5733 • FAX: (920) 796-5010

REVISIONS:



LEGEND

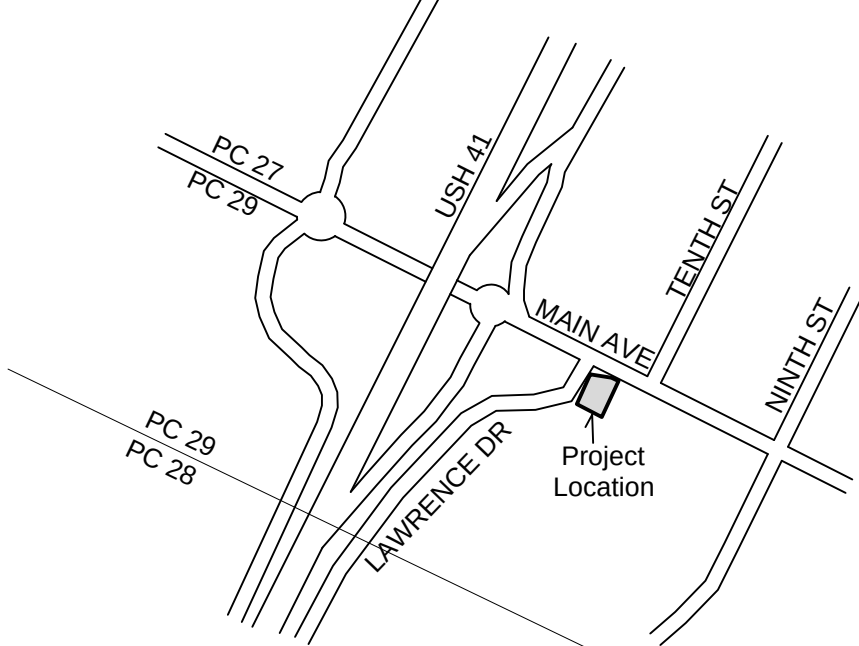
FO	Underground Fiber Optic	Sanitary MH / Tank / Base	Gas Regulator
Sto	Storm Sewer	Storm Manhole	Deciduous Tree
E	Underground Electric	Inlet	Benchmark
G	Underground Gas Line	Catch Basin / Yard Drain	Asphalt Pavement
T	Underground Telephone	Hydrant	Concrete Pavement
W	Water Main	Utility Valve	
800	Index Contour	Utility Meter	
799	Intermediate Contour	Utility Pole	
		Light Pole / Signal	
		Electric Transformer	
		Telephone Pedestal	
		Ex Spot Elevation	

LINE TABLE		
Line	Bearing	Length
L1	S 63°36'29" E	4.89'

CURVE TABLE							
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle	Tangent Bearing-in	Tangent Bearing-out
C1	531.50'	S 81°07'17" E	134.85'	135.21'	14°34'32"	S 88°24'33" E	S 73°50'01" E

LOCATION MAP

PART OF PRIVATE CLAIM 29
CITY OF DE PERE
BROWN COUNTY, WI



BENCHMARKS (NAVD88)

BM 0	NGS Monument(DL2612) East R/W of Packerland Drive Elev 638.79'
BM 1	Fire Hydrant, Tag Bolt Northerly R/W of Main Ave. Elev 615.71'
BM 2	NE Bolt on Light Pole Base ±85' S of Existing Building Elev 617.18'

Storm Structures

Structure	#	Rim	Inv	Size	Material	Direction
INL	A	613.70	610.60	12"	PVC	NE



SURVEYOR'S CERTIFICATE

I, James R Sehloff, hereby certify that I have surveyed this property and this topographical map is a true representation thereof and shows the size and location of the property and the location of all apparent roadways. I hereby certify that said topographical survey and map were made in accordance with acceptable professional standards and that the information contained thereon is, to the best of my knowledge, information and belief, a true and accurate representation thereof.

James R Sehloff, Wisconsin Professional Land Surveyor No. S-2692 Date

NOTES

Existing utilities shown are indicated in accordance with available records and field measurements. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer & water from the the property owners of the respective utilities. All utility the property owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.

This is not a boundary survey.

TOPOGRAPHIC SURVEY
& DEMOLITION PLAN



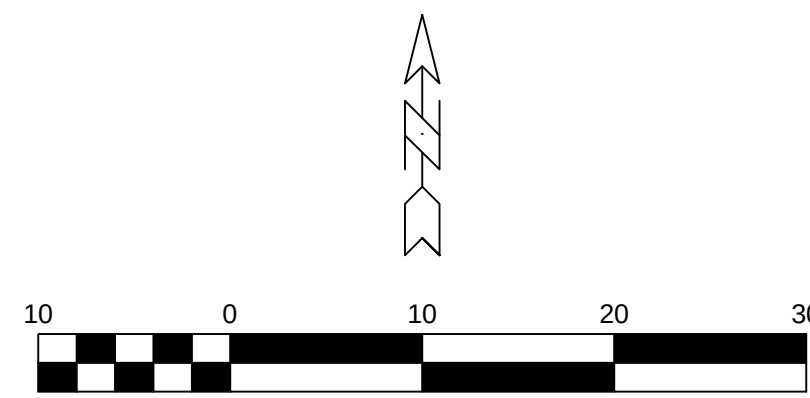
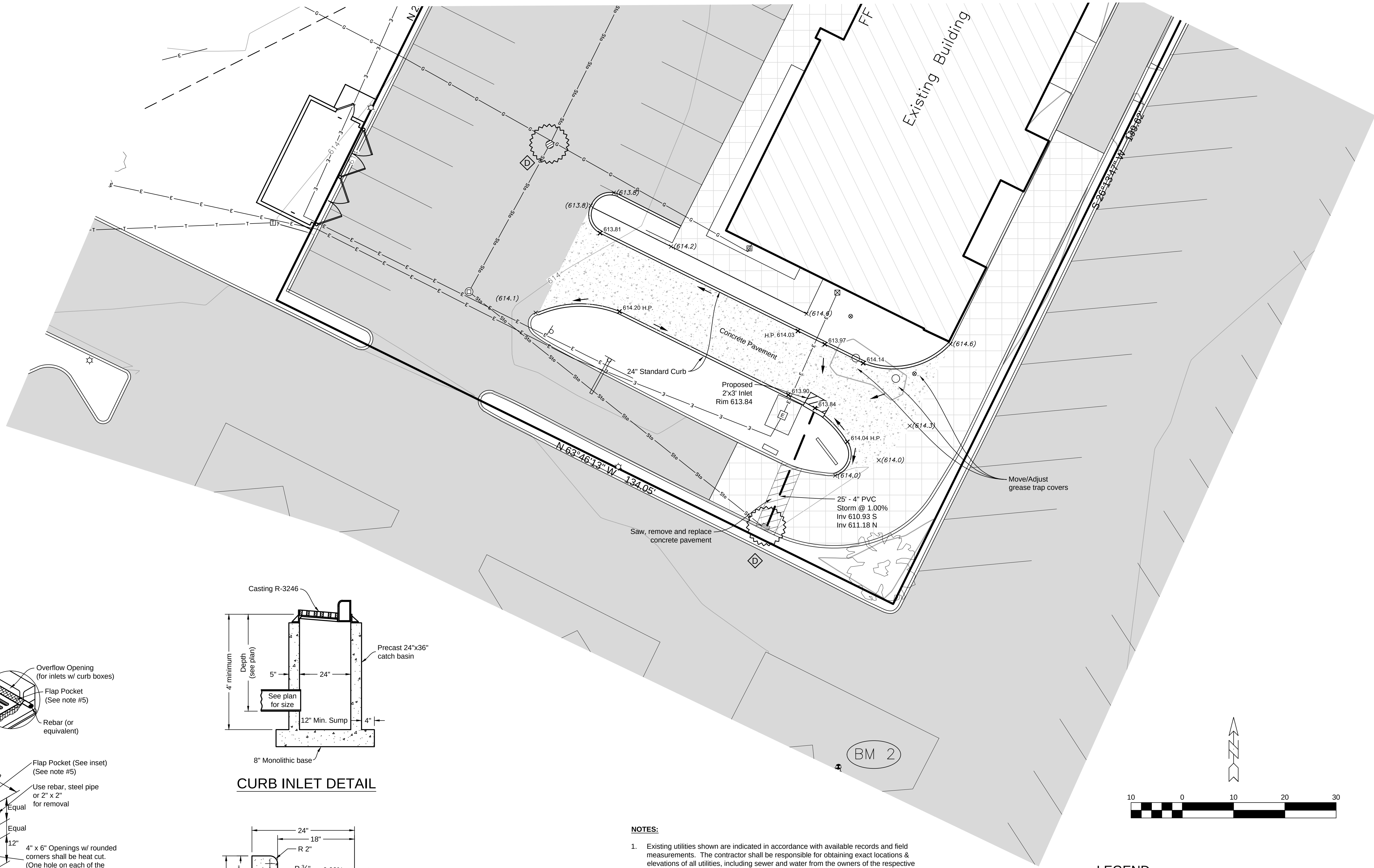
DAVEL ENGINEERING &
ENVIRONMENTAL, INC.
CIVIL ENGINEERING CONSULTANTS
1811 Racine Street Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-830-9595
www.davel.pro
Davel Project #5578

FISHER & ASSOCIATES, LLC
Architects / Planners
216 PETERSON DRIVE WRIGHTSTOWN, WI 54680
FISHERR&ASSOCIATES.COM

PROJECT:
PROPOSED ALTERATIONS FOR:
BURGER KING
1007 MAIN AVENUE
CITY OF DE PERE
WISCONSIN

DRAWN BY:
CHK'D BY:
JOB NUMBER:
18031
DATE:
4/3/19

C1.0



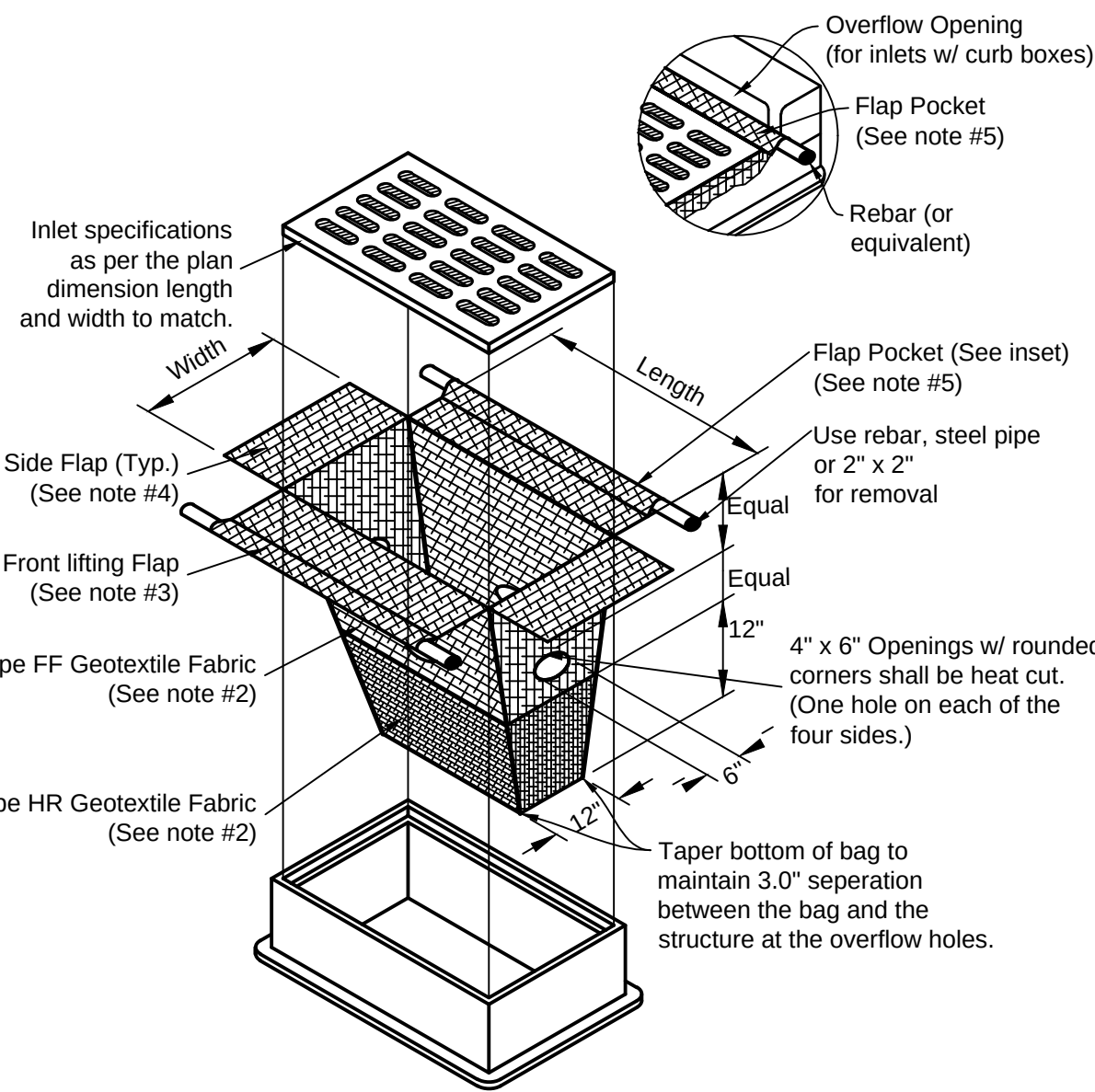
LEGEND

	Proposed Storm Sewer		Proposed Storm Manhole
	Proposed Contour		Proposed Curb Inlet
	Proposed Swale		Prop. Catch Basin / Yard Drain
	Proposed Culvert		Proposed Endwall
	Prop. Flowline Spot Elev.		Prop. Drainage Direction
	Prop. Top of Walk Elev.		Prop. Rip Rap
	Existing Grade		Prop. Finished Floor Elev.
	FF=000.0		Prop. Inlet Protection
	Proposed Tracking Pad		Type of Inlet Protection
	Proposed Ditch Check		

DRAINAGE & EROSION CONTROL PLAN



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
CIVIL ENGINEERING CONSULTANTS
1811 Racine Street Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-830-9595
www.davel.pro
Davel Project #5578



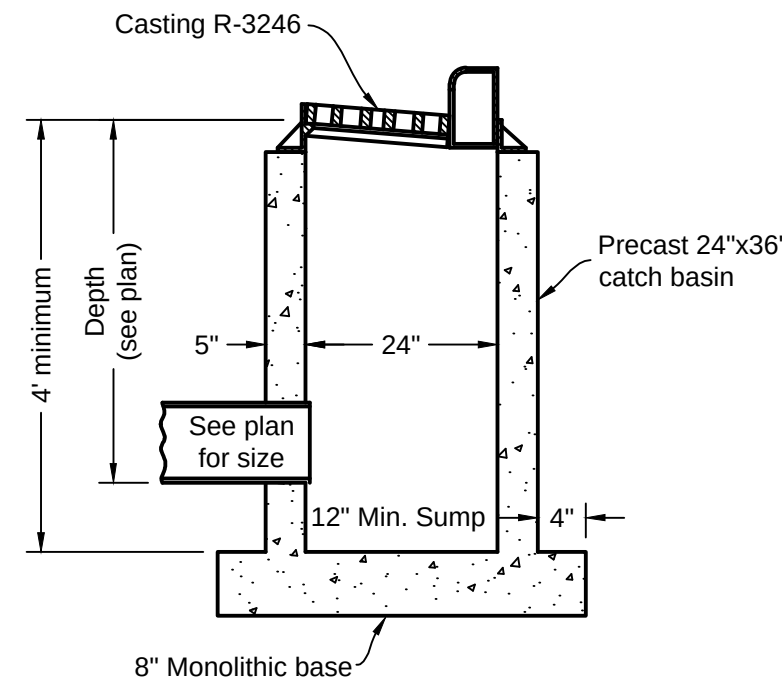
INLET PROTECTION, TYPE D-HR
(CAN BE INSTALLED IN ANY INLET WITH OR WITHOUT A CURB BOX)

NOTES:

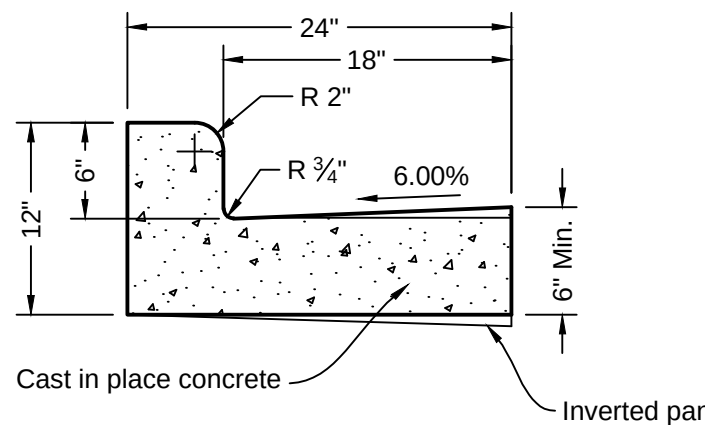
1. Taper bottom of bag to maintain three inches of clearance between the bag and the structure, measured from the bottom of the overflow openings to the structure wall.
2. Geotextile fabric, Type FF for flaps and top half of filter bag. Geotextile fabric, Type HR for bottom half of filter bag with front, back, and bottom being one piece.
3. Front lifting flap is to be used when removing and maintaining filter bag.
4. Side flaps shall be a maximum of two inches long. Fold the fabric over and reinforce with multiple stitches.
5. Flap pockets shall be large enough to accept wood 2" x 2". The rebar, steel pipe, or wood shall be installed in the rear flap and shall not block the top half of the curb face opening.

MAINTENANCE NOTES:

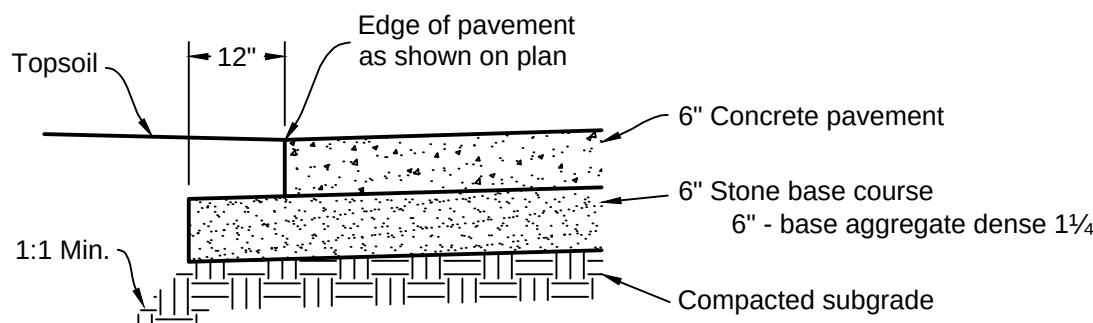
1. When removing or maintaining inlet protection, care shall be taken so that the sediment trapped in the fabric does not fall into the structure. Material that has fallen into the inlet shall be immediately removed.



CURB INLET DETAIL



24" STANDARD CURB



CONCRETE PAVEMENT SECTION

NOTES:

1. Existing utilities shown are indicated in accordance with available records and field measurements. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer and water from the owners of the respective utilities. All utility owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.
2. The Contractor shall verify all staking and field layout against the plan and field conditions prior to constructing the work and immediately notify the Engineer of any discrepancies.
3. Vegetation beyond slopes shall remain.
4. The contractor shall minimize the area disturbed by construction as the project is constructed. Disturbed areas shall be seeded as soon as final grade is established. Contractor shall replace topsoil and then seed, fertilize and mulch all lawn areas within 1 week of topsoil placement.
5. Contractor shall remove all excess materials from the site. Earthwork contractors shall verify topsoil depth.
6. All sediment and erosion control devices and methods shall be in accordance with the Wisconsin DNR Technical Standards.
7. The contractor shall make weekly inspections and inspections within 1 day of any rainfall exceeding 0.5 inches of the sediment and erosion control devices throughout construction. The contractor shall repair or maintain erosion control devices as necessary. The inspection reports shall be made available to the owner at the end of the construction or upon demand during construction.
8. Updated survey and title search have not been authorized and the boundary and easements shown may be inaccurate or incomplete.

REVISIONS:	

FRED J. PIETTE COMPANY, INC.
General Contractors / Construction Managers
6130 N. Richmond Street • Appleton, WI 54913-9418
TEL.: (920)736-5733 • FAX: (920)736-5010



FISHER & ASSOCIATES, LLC
Architects / Planners
216 PETERMAN DRIVE, WRIGHTSTOWN, WI 54480
FISHER@FISHERASSOCIATES.COM

PROJECT:
PROPOSED ALTERATIONS FOR:
BURGER KING
1007 MAIN AVENUE
CITY OF DE PERE
WISCONSIN

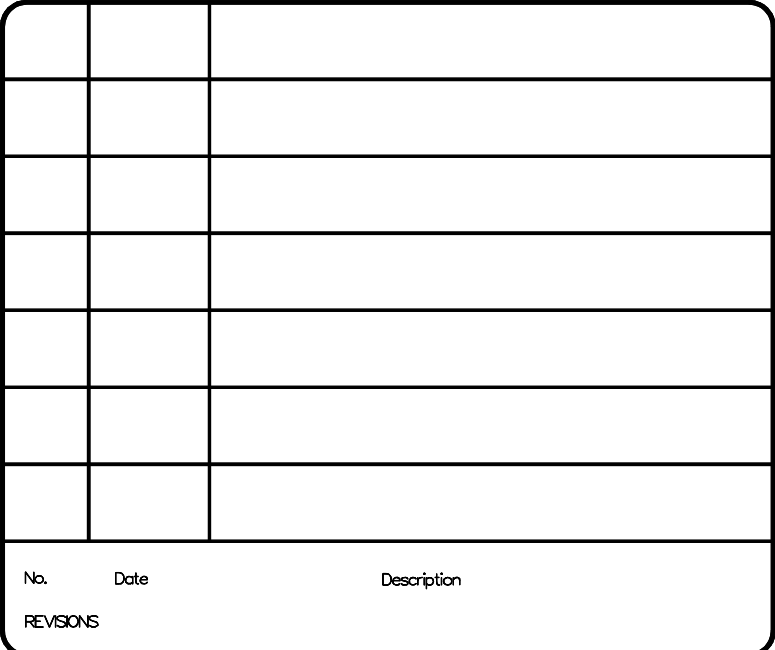
DRAWN BY:
CHK'D BY:
JOB NUMBER:
18031
DATE:
4/3/19

C11

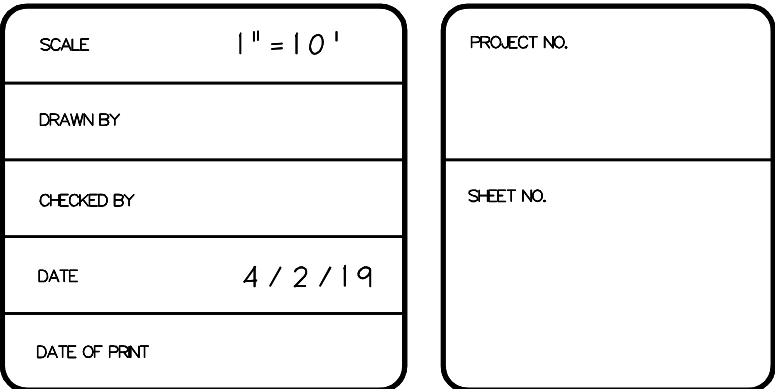


A1.1

NOTES
SEED ALL AREAS DISTURBED BY CONSTRUCTION PLANTING BEDS TO BE 11 / 2" MISSISSIPPI STONE OVER FABRIC WEED BARRIER PLANTING BEDS TO BE EDGED WITH COMMERCIAL GRADE BLACK VINYL EDGING



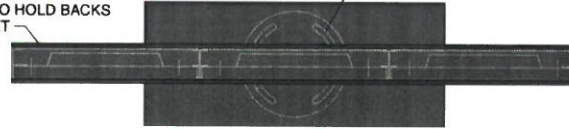
LANDSCAPE PLAN





TAMPER RESISTANT
SECURITY MACHINE
SCREWS TO HOLD BACKS
TO CABINET

ROTATION 15° LEFT TO RIGHT



FEATURING **SAMSUNG** SCREENS
(3) 46" OH46F OUTDOOR DISPLAYS

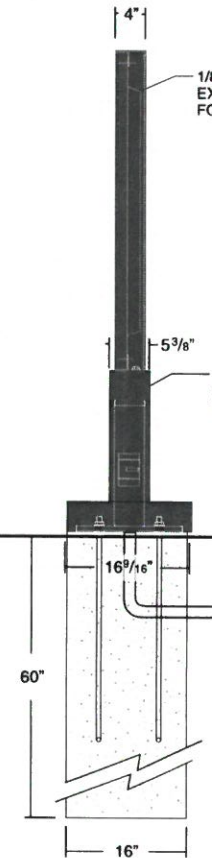
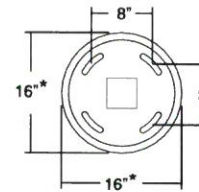
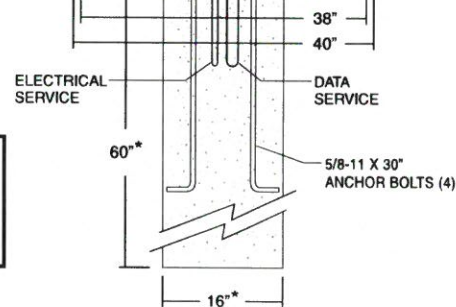
SAMSUNG AND UL 48
APPROVED ENCLOSURE

1/8" THICK ALUMINUM
EXTRUSION ALL AROUND
FOR CABINET

1/8" THICK ALUMINUM
EXTRUSION 4" X 5 3/8"
TUBE SQUARE CORNERS

★ Unit can be installed on existing
foundation and anchor bolts, and
if preferred can utilize the existing
mounting steel base.
(This would require the data cables to be
routed outside of the existing mounting steel.)

★ These are approximate foundation measurements.
The soil bearing capacity at the erection site must be
considered when designing the foundation. The sign
manufacturer is not able to predetermine the specific
needs of each location. Consult a local engineer for
design specifications.



Drawing Type Art Creative
Customer Burger King
Project Description 1 X 3 Digital Drive-Thru

Drawn By: DL
Proj. Man.:
Date: 04/20/18
Proj. No.:

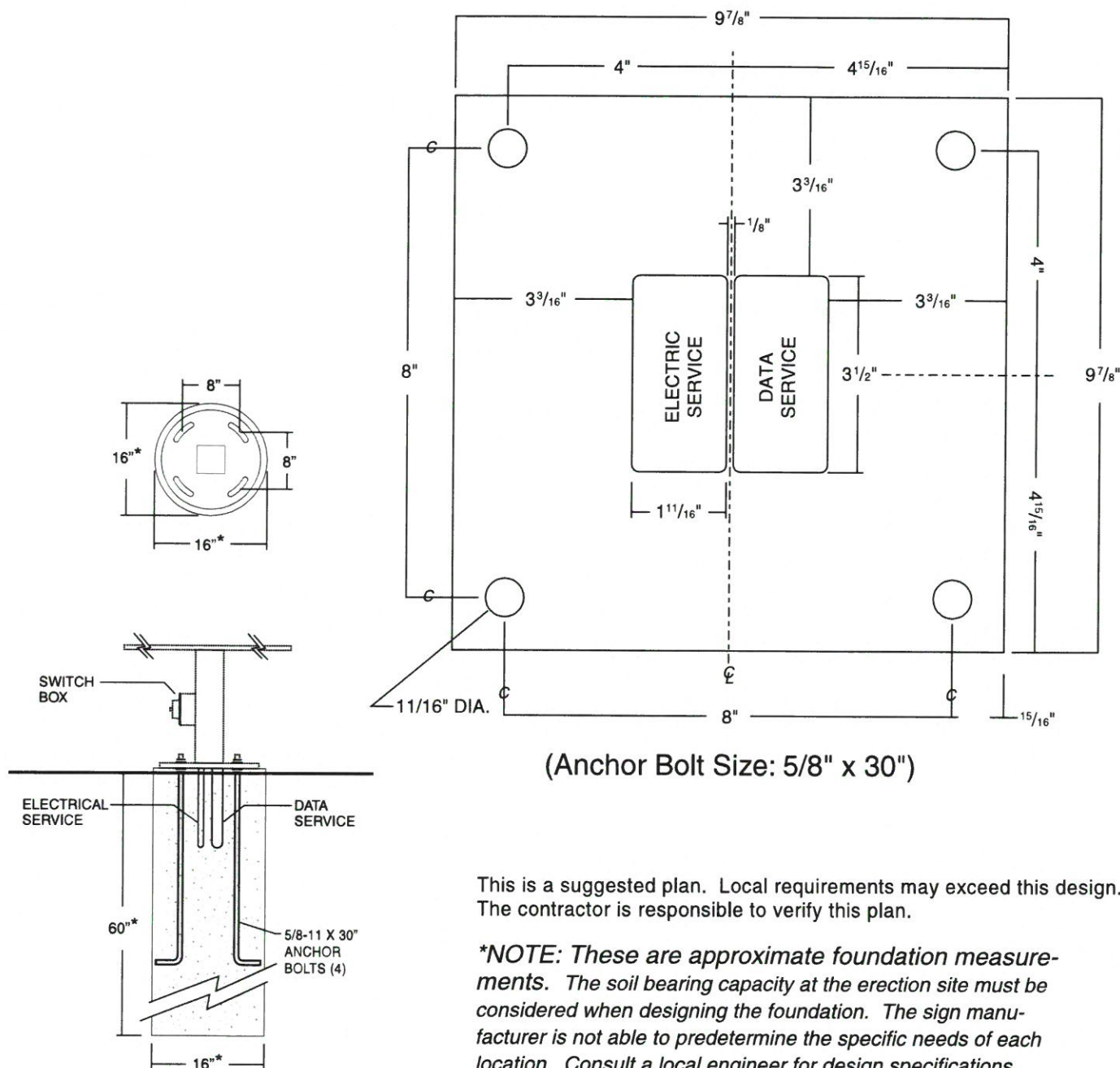
Note:

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Attachment: Site Plan - Dumpster - Landscaping - Signage - PRELIMINARY - 04 Apr 2019 (8150 :

Digital Drive Thru & Pre Sell Anchor Bolt Template



This is a suggested plan. Local requirements may exceed this design.
The contractor is responsible to verify this plan.

****NOTE: These are approximate foundation measurements. The soil bearing capacity at the erection site must be considered when designing the foundation. The sign manufacturer is not able to predetermine the specific needs of each location. Consult a local engineer for design specifications.***

Drawing Type Installation
Customer Burger King
Project Description DT PS Anchor Bolt Template

Drawn By:
Proj. Man.:
Date: 06/29/18
Page: 1

Note:



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INSTR. SHAP.industry Fit Rollout 1 X 3 Digital Drive Tr. 18X Digital DT PS Anchor Bolt Temp 61 79 18

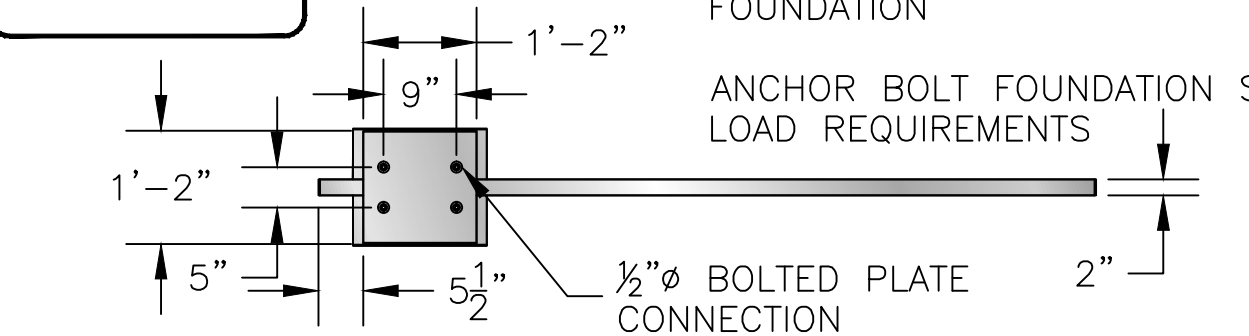


NOTE:
CLADDING/ STEEL SUPPORT: STEEL CONTINGENT ON ENGINEERS SPEC. AND WIND
LOAD REQUIREMENTS STEEL BASE PLATE W/STEEL ANCHOR BOLTS AND CONCRETE
FOUNDATION

REV | DATE | DESCRIPTION

7.c

Clearance Bar with
Swing Away Bar Design
page 37 of 1



ANCHOR BOLT FOUNDATION SHOULD BE PROVIDED BY ENGINEER FOR LOCAL WIND
LOAD REQUIREMENTS

2"x6"x.125
ALUM. SQ. TB.
.125 ALUM.
END CAP (X2)

.090 ALUM.
TOP CAP

AUTO RETURN
CLEARANCE BAR
(SEE ISOVIEW FOR
DETAIL)

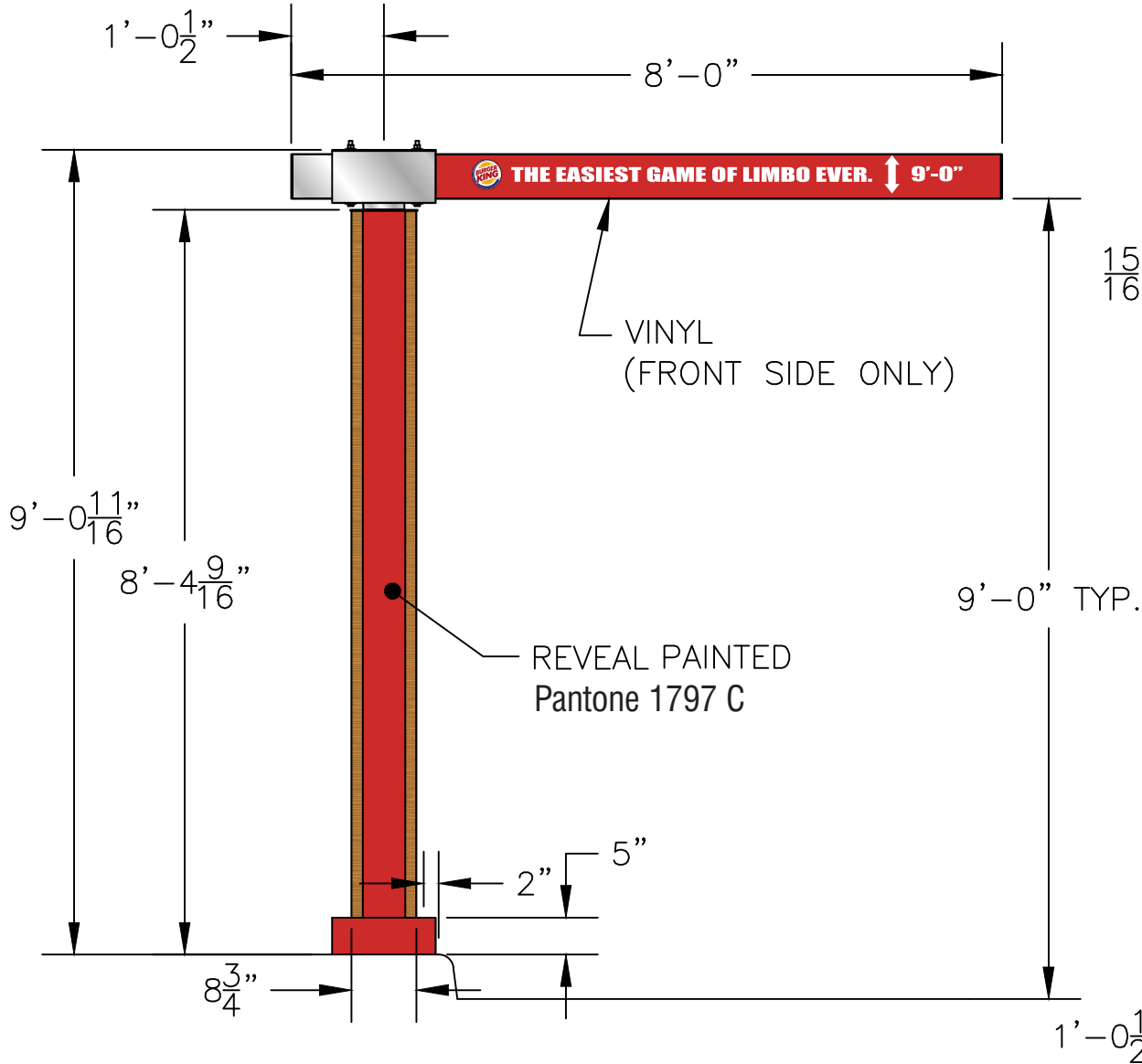
.063 ALUM. REVEA
PAINTED Pantone 1797 C

.063" ALUM
W/3M DI-NOC
WOODGRAIN VINYL

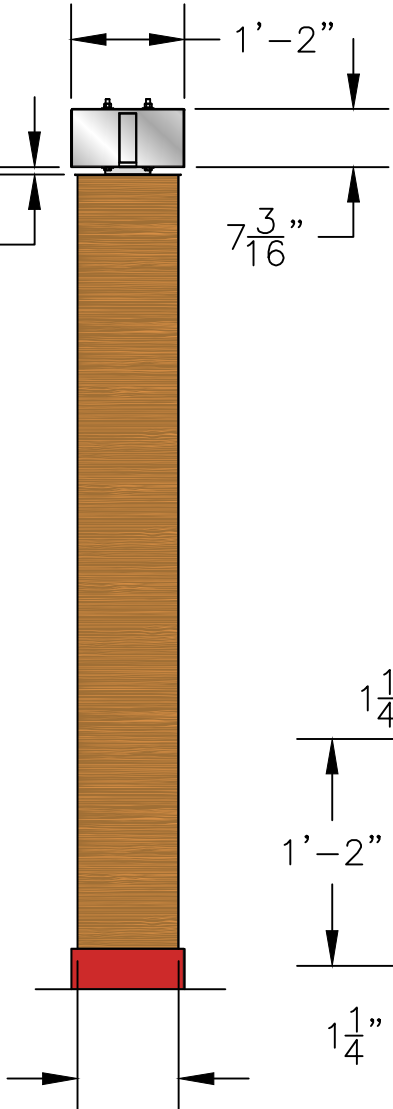
.063" ALUM
W/3M DI-NOC
WOODGRAIN VINYL

CLEARANCE BAR CAN
ONLY BE REMOVED WITH
BKC APPROVAL

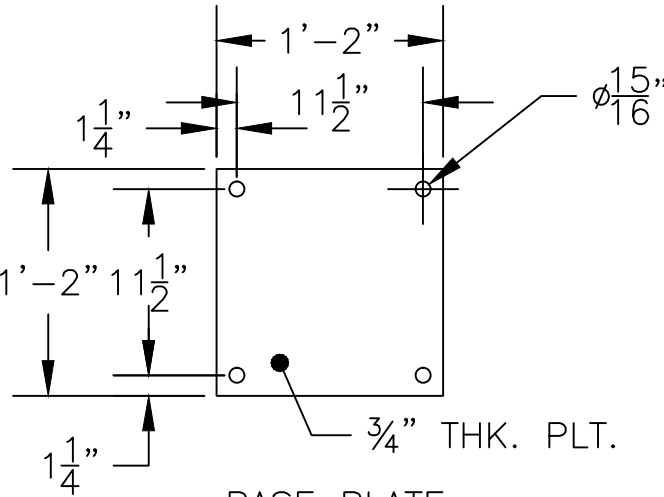
CLEARANCE BAR COLORS
TO MATCH OCU PER
LOCATION



FRONT VIEW



RIGHT VIEW



BASE PLATE
SCALED: 2X

NOTE: SUPPLY (4) 3/4"Øx2'-6" J-BOLT
ANCHOR FOUNDATION: 2'-0"Øx3'-0" AUGER

COLOR NOTES:
FRONT PANEL: .063" ALUM
W/3M DI-NOC WOODGRAIN VINYL
BACK PANEL: BACK: 3M DI-NOC WOODGRAIN VIN
REVEAL: Pantone 1797 C
CLEARANCE BAR: BRUSHED ALUM FINISH
w/REFLECTIVE SILVER VINYL (SIDES)
BASE: Pantone 1797 C

AUGERED FOUNDATION:
2'-0"Øx3'-0" DP
TOTAL= 0.92 CU. YDS.

Note: BURGER KING® or BURGER KING® Buns and Crescent Logo to use "®" for all locations globally. All other marks will use "TM".
BURGER KING® In the U.S. use the ® trademark symbol. The Burger King® trademark may not be registered in all countries. See "Legal Standards" for more information. For registration updates, please contact the legal department in Miami (305) 378-3080.



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Any infringement will be subject to legal action.

Project Information

BURGER KING
Custom Exterior Signage Systems
File Burger King Design Doc RFP #1 Design -- Date: 12/8/2011

Client Review Status

Burger King requires that an "Approved"
drawing be obtained from the client prior to
any production release or production release
revision.

☐ Approved
☐ Revise & Resubmit

Name
Title
Date



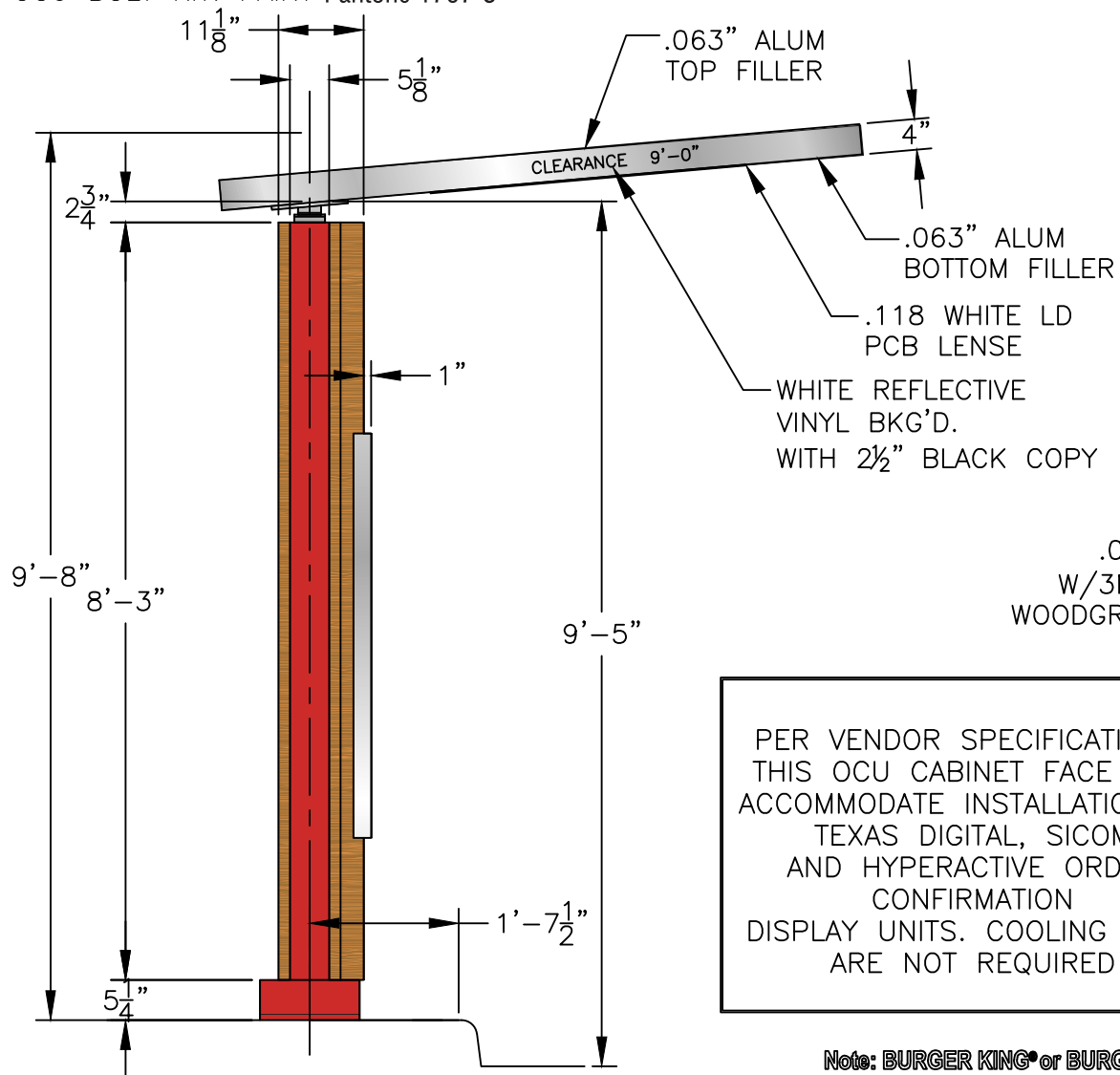
FOUNDATIONS AND STRUCTURAL ELEMENTS SHALL BE CALCULATED IN COMPLIANCE WITH APPLICABLE CODES.

STEEL SUPPORT NOTE:

STEEL CONTINGENT ON ENGINEERS SPEC. AND WIND LOAD REQUIREMENTS.
STEEL BASE PLATE w/STEEL ANCHOR BOLTS AND CONCRETE FOUNDATION.
ANCHOR BOLT OR DIRECT BURIAL FOUNDATION SHOULD BE PROVIDED BY ENGINEER FOR LOCAL WIND LOAD REQUIREMENTS.

COLOR NOTE:

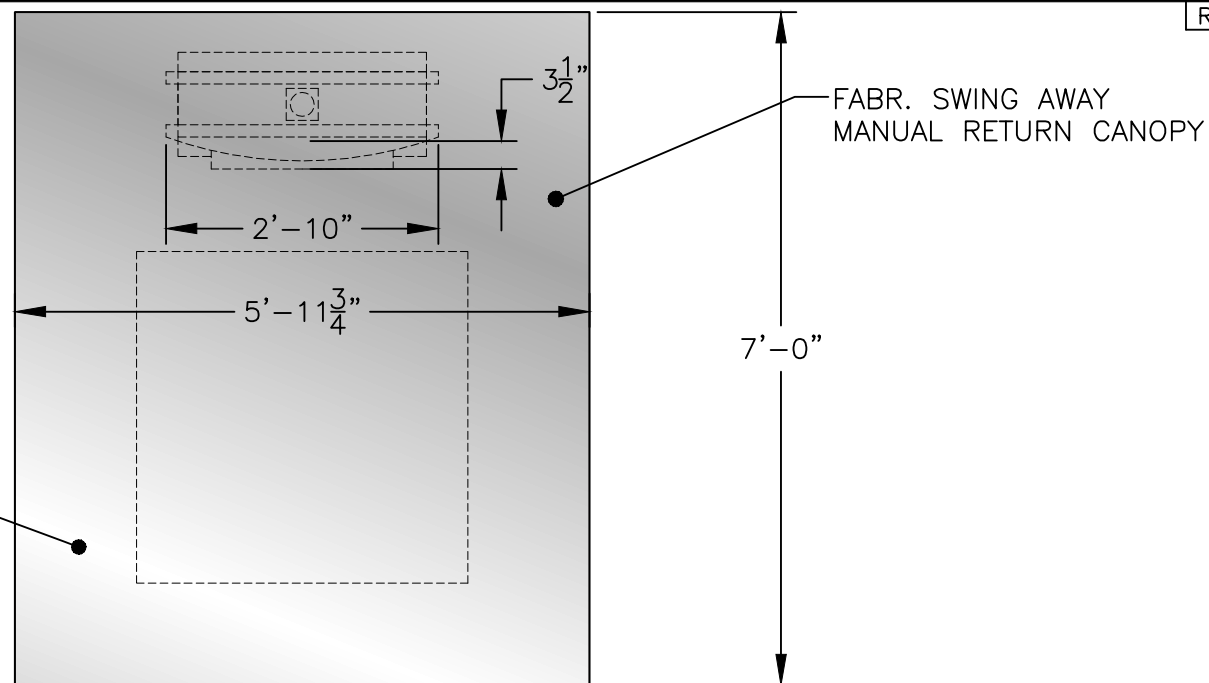
REVEAL/SUPPORT STEEL: Pantone 1797 C
CANOPY TOP: PAINT BURGER KING SILVER
CABINET FACE: W/3M DI-NOC WOODGRAIN VINYL
OCU CABINET FACE: PAINT BURGER KING SILVER
CABINET BACK: 3M DI-NOC WOODGRAIN VINYL
OCU BOLT KIT: PAINT Pantone 1797 C



PER VENDOR SPECIFICATIONS:
THIS OCU CABINET FACE WILL
ACCOMMODATE INSTALLATION OF
TEXAS DIGITAL, SICOM
AND HYPERACTIVE ORDER
CONFIRMATION
DISPLAY UNITS. COOLING FANS
ARE NOT REQUIRED

Note: BURGER KING® or BURGER KING® Buns and Crescent Logo to use "®" for all locations globally. All other marks will use "TM".

BURGER KING® In the U.S. use the ® trademark symbol. The Burger King® trademark may not be registered in all countries. See "Legal Standards" for more information. For registration updates, please contact the legal department in Miami (305) 378-3080.



FLAME
GRILLING
SINCE 1954

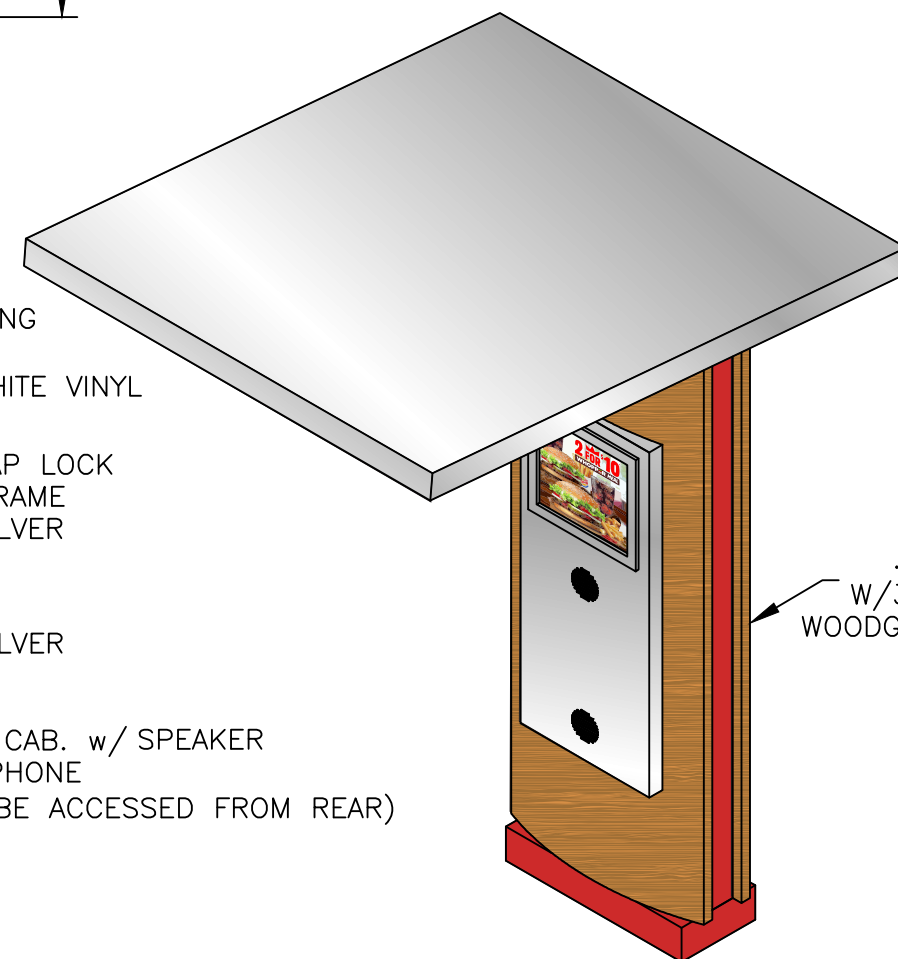
"FLAME GRILLING
SINCE 1954"
TO BE 3M WHITE VINYL

19"x17" SNAP LOCK
GRAPHICS FRAME
PAINT BK SILVER

.063" ALUM
PAINT BK SILVER

FABR. OCU CAB. w/ SPEAKER
AND MICROPHONE
(NOTE: TO BE ACCESSED FROM REAR)

.063" ALUM
BOLT COVER



S-10.2 Drive Thru OCU

Swing Away/Manual Return
Canopy Arm

Revised 10/30/2017
page 32A of 105



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Project Information

BURGER KING
Custom Exterior Signage Systems
File Burger King Design Doc RFP #1 Design -- Date: 12/8/2011

Client Review Status

Burger King requires that an " ☒ Approved" drawing be obtained from the client prior to any production release or production release revision.

☐ Approved

☐ Revise & Resubmit

Name

Title

Date



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Peter Schleinz

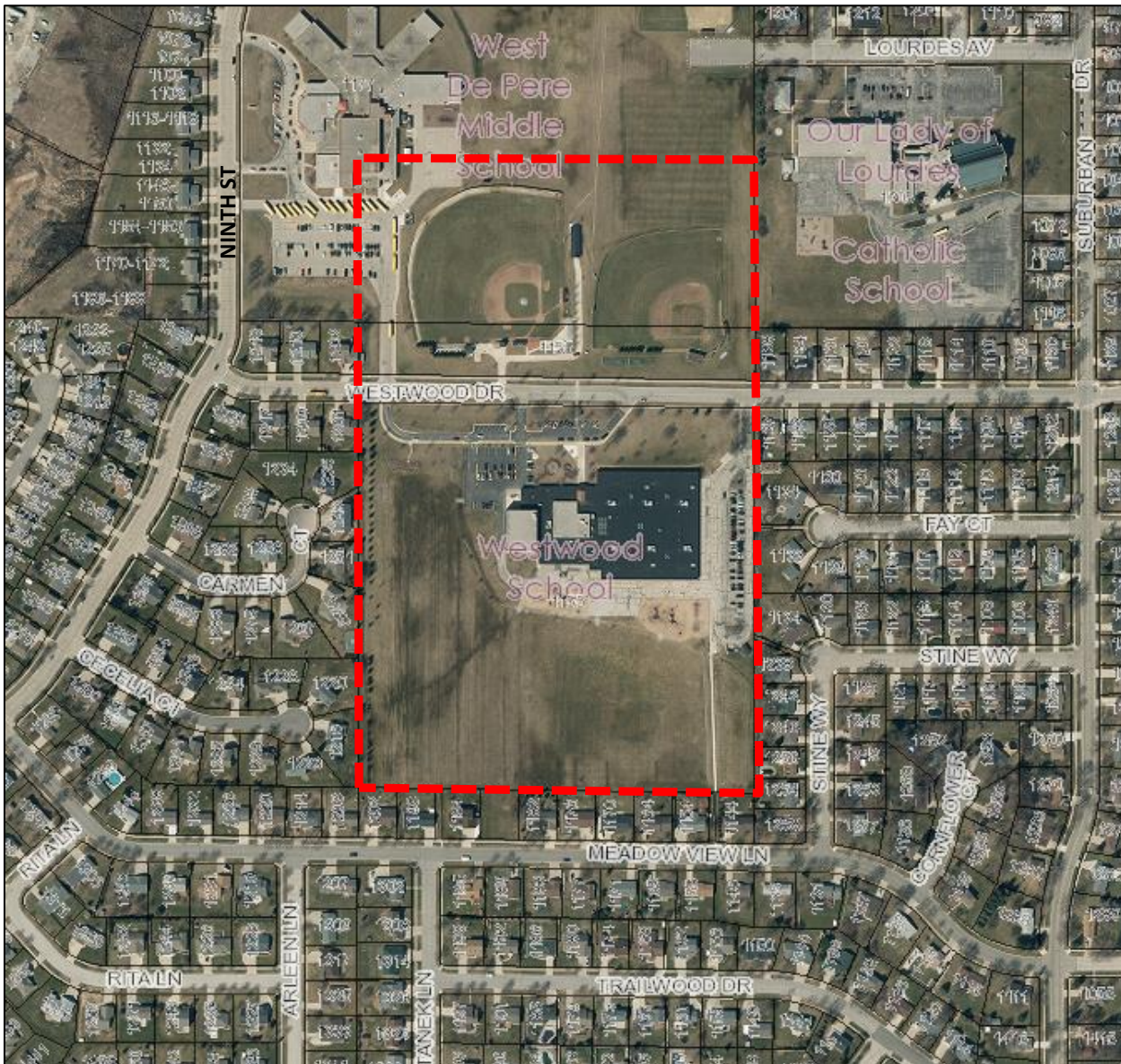
SUBJECT: Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and concessions area, electrical conduit, and additional parking for the Westwood Elementary School and West De Pere Middle School at 1155 Westwood Drive (Parcel WD-D0022 & WD-D0220). Submitted by Dan Peplinski, Point of Beginning INC, authorized representative for School District of West De Pere, property owner.

ATTACHMENTS:

- Report to Plan Commission - Site Plan at 1155 Westwood DR - Westwood Elementary (DOCX)
- Application Form (PDF)
- Site Plan - PRELIMINARY - 09 Apr 2019 (PDF)

- ITEM 8:** Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and concessions area, electrical conduit, and additional parking for the Westwood Elementary School and West De Pere Middle School at 1155 Westwood Drive (Parcel WD-D0022 & WD-D0220). Submitted by Dan Peplinski, Point of Beginning INC, authorized representative for School District of West De Pere, property owner.

SITE MAP



REQUESTED ACTION: Site Plan approval

A proposed new playground, two baseball diamonds, dugouts and concessions area, electrical conduit, and additional parking for an elementary and middle school with an adjacent residential neighborhood.

COMMON DESCRIPTION:	1155 Westwood Drive, located between 9 th Street and Suburban Drive.	
PARCEL NUMBERS:	WD-D0022 & WD-D0220	
EXISTING ZONING:	R-1 (Single Family Residence District)	
SURROUNDING LAND USES:	Area has three schools with mostly single family residential on all sides.	
COMPREHENSIVE PLAN:	Institutional/Governmental Facilities, Parks and Recreational	
APPLICANT / OWNER:	Dan Peplinski Point of Beginning INC Authorized representative 4941 Kirschling Court Stevens point, WI 54481	School District of West De Pere ATTN: John Zegers Property Owner 400 Reid Street, Suite W De Pere, WI 54115
SITE HISTORY:	Year 1938-2017 air photographs identify that the site remained in agricultural use until the 1970's when the elementary school was built with one baseball diamond on the north side of Westwood Drive. By the early 1990's a second baseball diamond was built next to the first. The middle school was built in the mid-late 1990's. Aside from some modifications to play areas and parking lots, the site plans remained relatively unchanged since that time.	
STAFF REVIEW:	When reviewing a Site Plan request, staff considers the zoning code, future land use recommendation of the Comprehensive Plan and the surrounding land uses and desired development patterns. The applicant proposes to construct the following on the Westwood Elementary School and West De Pere Middle School properties: • A new playground area to the east of the elementary school. • Two new baseball diamonds southwest from the elementary school. • Dugouts and a concessions area adjacent to the baseball diamonds. • Electrical conduit installation for the new baseball diamonds. ○ It was noted that lights are not being installed at this time. • 41 additional parking stalls in an expanded parking lot to the west of the elementary school. • Dugouts, a bleacher system, and a new netting system for the two existing baseball diamonds on the middle school property across the street to the north. The proposed playground will be located at the northeast end of the elementary school, and north from an existing parking lot. The proposed play ground will have a concrete curb designating the perimeter boundary. The proposed baseball diamonds are at the southwest corner of the property and near some residential properties. The site plan has no landscaping plan, but new trees are shown along part of the southern property line. Staff strongly suggests the addition of a landscaping plan that includes expanded vegetation along both the southern and western property lines in order to screen the noise and view between the school and the residential properties.	

The façade of the dugouts is identified as split face concrete masonry unit with cement trim. No color or paint is identified for the concrete masonry unit. Dugouts are proposed for both the new baseball diamonds and the existing baseball diamonds on the north side of Westwood Drive. The concession stand is proposed to be made of split face concrete masonry unit with fiber cement board trim. The second floor of the concession stand is proposed to have fiber cement board.

Electrical conduit is being put into place for the new baseball diamonds. No lights, for night time baseball games, are being installed at this time.

NOTE: Because electrical conduit is proposed as part of this project, the future potential installation of field lights would not require a Plan Commission site plan review. A review would only be required if light levels are proposed that exceed Code regulations.

The proposed parking stalls at the west end of the school are an extension of the existing parking lot. The lot is designed with the corners left as greenspaces, and a greenspace peninsula separation at the driveline. Staff would recommend that greenspace islands be added to the internal areas of the parking lot in order to offer summer-heat shading and also to help drivers identify parking rows in the winter snow.

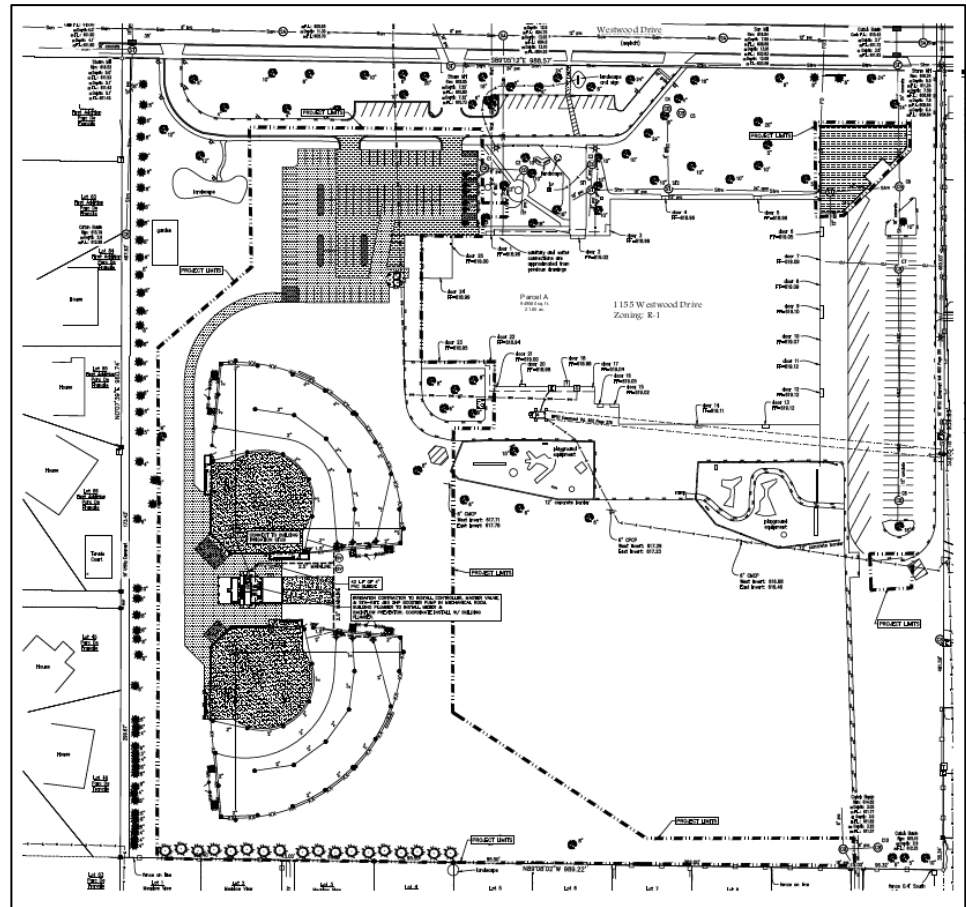
In addition to dugouts, the two existing baseball diamonds on the north side of the street have new bleachers and a new baseball catching netting system proposed.

The site plan complies with the following massing and setback requirements set by the R-1 Single Family Residence District (Section 14-38):

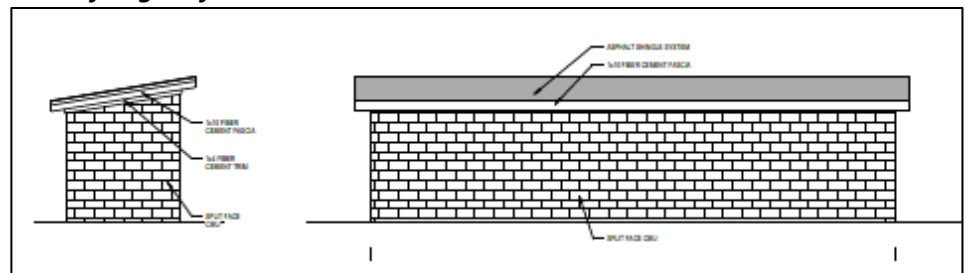
- Land Use: Elementary and Junior High Schools (permitted)
- Lot Size: 63.1 acres (2 acres required)
- Front Yard Setback: ~160 feet (50 feet required)
- Interior Side Yard Setback: ~145 feet (20 feet required)
- Rear Yard Setback: ~524 feet (75 feet required)
- FAR: Not identified (0.5 or less required)
- Building Height: Concessions = 24 feet (not to exceed 35 feet)
- Landscaping: Landscaping Plan not provided
 - *Due to the sounds and visibility to adjacent residential properties, staff recommends that a landscaping plan be provided with additional landscaping along the west property line as well as the southern property line.*
 - *Likewise landscaping screening should be provided along the boundaries of the new parking lot to screen the headlights from adjacent residential properties.*

Parking requirements are not identified in the site plan. The Municipal Code identifies 20 spaces for each ball diamond and 41 spaces have been added to the existing parking lot. The Municipal Code parking criteria has been met.

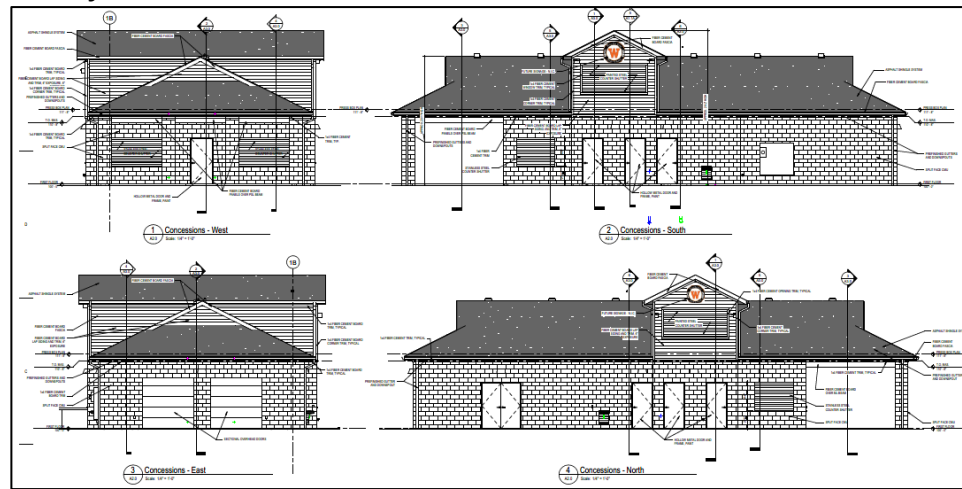
Proposed site plan with landscaping shown.



View of dugout facades.



View of Concession Area.



Renderings of concession area.



STAFF COMMENTS:

The following staff comments are conditions that need to be met, per City staff review, if the site plan is approved.

Engineering:

1. Confirmation that water will be metered prior to branching off to service the new pavilion will be needed.
2. Include Owner information and mailing address on cover sheet.
3. Sheet C101 - Striping shall be 4". Provide a chart for total parking stall and confirmation that ADA requirements are being met.
4. Sheet C102 - Bio-retention is spelled incorrectly.
5. Parking lot addition will need perimeter curbs to make sure water is being captured as planned.
6. City will need a SWMP for bio-retention pond.
7. Should show stockpiling locations on erosion control plan and required protection measures.
8. Will need WisDNR soil loss discharge calculations with corresponding map.
9. The bio-retention pond is only capturing runoff from the parking lot area. Storm

water facilities will be needed to treat TSS, TP, and peak flow for the entire redevelopment of the softball diamonds and parking lot. At this time, the proposed bio-retention pond does not look to be capable of meeting these requirements:

- a. New Development - 80% TSS
- b. Redevelopment - 40% TSS"

- 10. Additional comments may be provided in response to answers to above listed questions.
- 11. City will provide a stormwater maintenance agreement once the stormwater facilities are confirmed and approved.
- 12. Is there lighting associated with this project? The neighbors should be notified that lighting will be installed in the future.

Fire:

- 1. None.

Forestry:

- 1. No landscape plan was included for review.

Health:

- 1. None.

Planning:

- 1. A Landscape Plan is not provided. Additional screening should be considered on the west and south property lines in the area of the proposed baseball diamonds. In order to screen the view and absorb sounds from the baseball fields.
- 2. The site plan needs to clarify outdoor lighting regarding the conduit that is being installed to serve the baseball diamonds.

Inspection:

- 1. Shall provide an ADA accessible route to the ball diamond's seating and dugouts.
- 2. Any future signage should be submitted to Inspection to determine if a sign permit is required.

The above conditions must be addressed via revised submittals and staff review and approval prior to issuance of a site plan approval memo.

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 new playground, two baseball diamonds with dugouts and concessions area, electrical conduit, and additional parking at Westwood Elementary and West De Pere Middle School, subject to compliance with the conditions listed in the 'Staff Comments' section of this report.

	CITY OF DE PERE RECEIVED APR 9 2019 PLANNING DEPT.	CITY OF DE PERE	Fee: \$ 305.00
		APPLICATION FOR SITE PLAN REVIEW	Receipt #: 141252
		Date: 4-9-19	

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) Dan Peplinski	Authorized Representative Point of Beginning, Inc	Title Project Manager	
Mailing Address 4941 Kirschling Ct.	City Stevens Point	State WI	ZIP Code 54481
Email Address danp@pobinc.com	Phone Number (incl. area code) 715-344-9999	Fax Number (incl. area code) 715-344-9922	

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

Name (Ind. Org. or Entity) School District of West De Pere	Contact Person John Zegers	Title Superintendent	
Mailing Address 400 Reid St. Suite W	City De Pere	State WI	ZIP Code 54115
Email Address jzegers@wdpsd.com	Phone Number (incl. area code) 920-337-1393	Fax Number (incl. area code) 920-337-1398	

SECTION 3: Project or Site Location

Project Address/Description 1155 Westwood Dr., De Pere WI & 1177 South Ninth St. De Pere WI	Parcel No. WD-D022, WD-D0220
--	---------------------------------

SECTION 4: Project Information

Existing Zoning:	R-1		
Present Use of Parcel:	Educational		
Proposed Use of Parcel:	Educational		
Estimated Start Date:	6-1-2019	Estimated Completion Date:	9-1-2019

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.

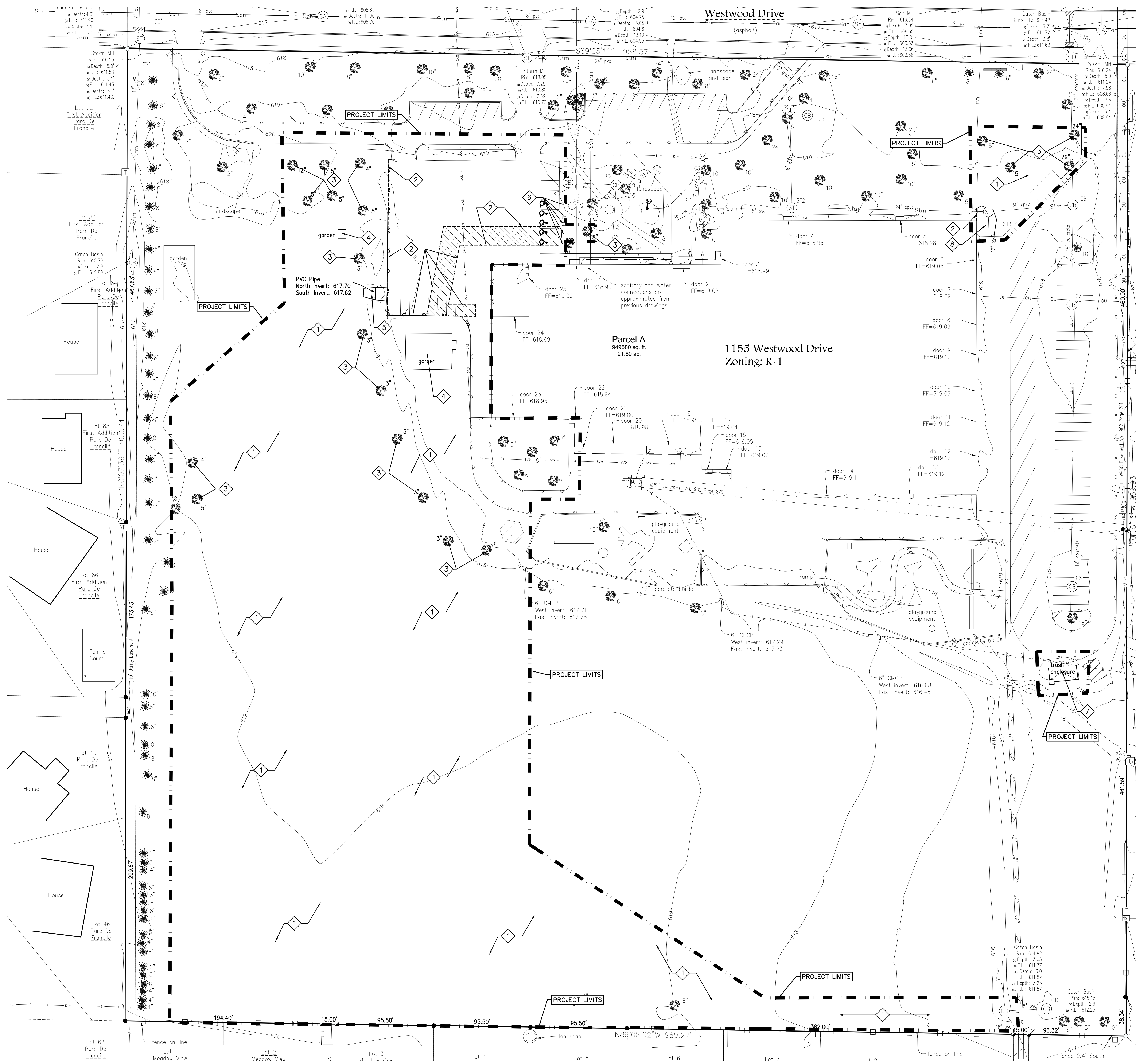
Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

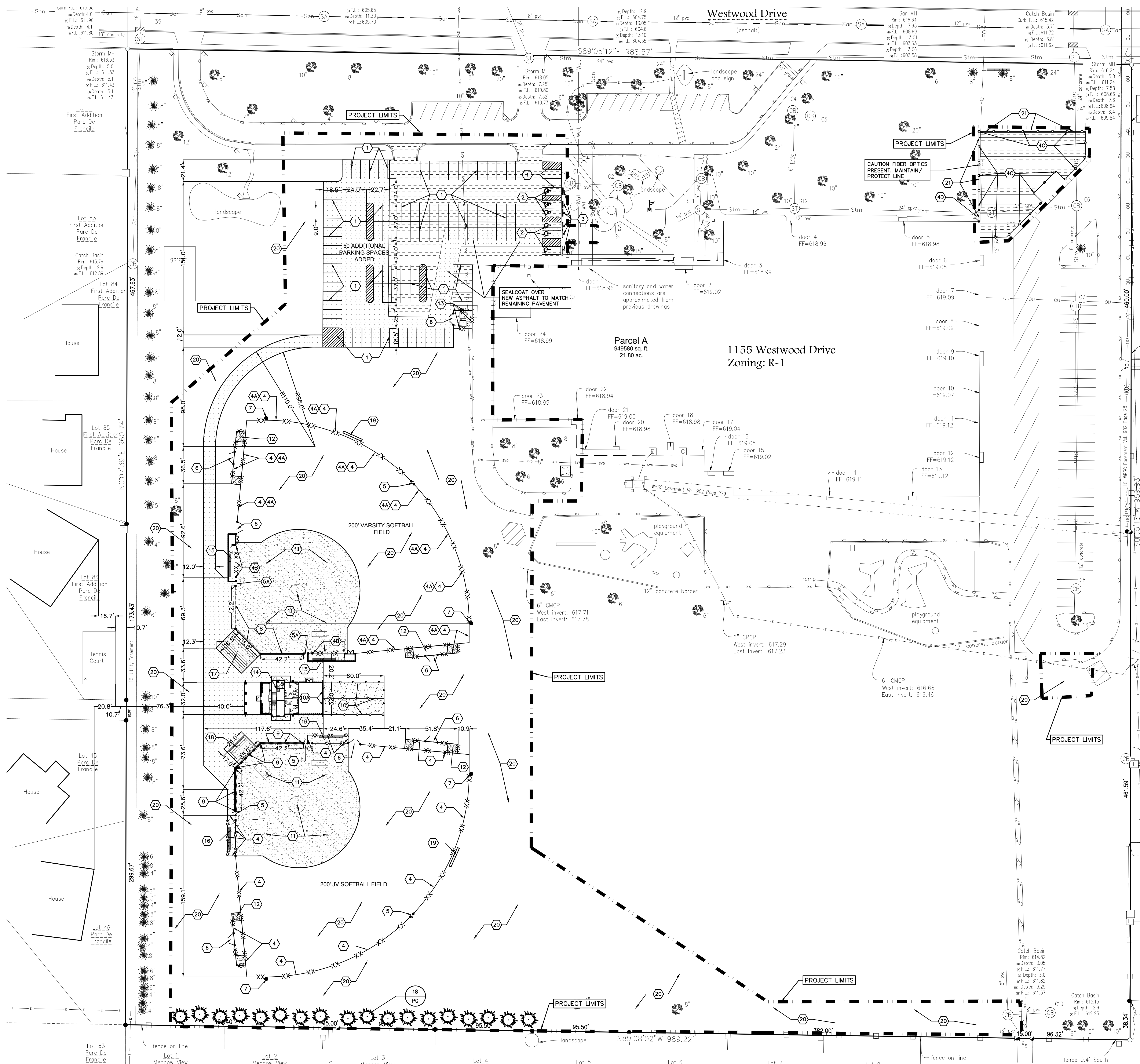
Name of Owner/Authorized Representative (please print) Dan Peplinski	Title Project Manager	Phone Number 715-344-9999
Signature of Applicant 		Date Signed 4-8-2019

TO BE COMPLETED BY CITY STAFF

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

Attachment: Application Form (8152 : Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and





LANDSCAPE NOTES:

- ALL PLANT MATERIALS LISTED SHALL MEET THE STANDARDS OF THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION FOR THE SIZES GIVEN.
- ALL TREES SHALL BE STAKED WITH A MINIMUM OF THREE STAKES.
- ALL TREES IN THE TURF AREA SHALL HAVE A 5' DIAMETER CIRCLE OF 3" DEPTH SHREDDED HARDWOOD BARK MULCH.
- CURV-RITE LANDSCAPE EDGING OR APPROVED EQUAL SHALL BE PLACED AROUND ALL LANDSCAPE BEDS.

PLANTING SCHEDULE:

TREES SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
PG	PICEA GLAUCA 'DENSATA'	BLACK HILLS SPRUCE	3'-4" T.	25'-40" T X 15'-20" W	18

GENERAL NOTES:

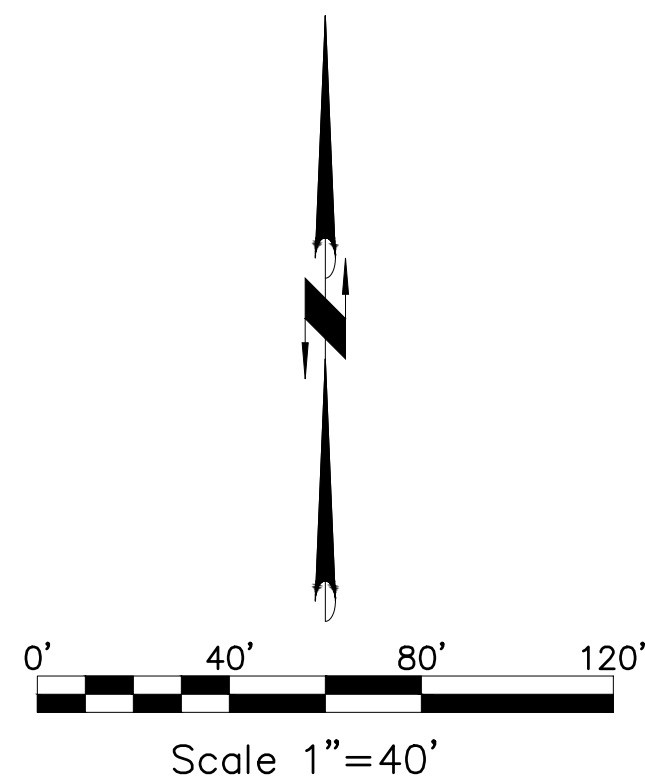
- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- GRADE, LINE, AND LEVEL TO BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
- ALL REQUIRED EROSION CONTROL MEASURES ARE TO BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH LOCAL MUNICIPAL AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
- SEE EROSION CONTROL PLAN FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE COORDINATED WITH PROPER UTILITY COMPANY.
- VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO SUBMITTING A BID.
- PRIOR TO THE START OF WORK VERIFY WITH THE LOCAL AUTHORITIES THAT ALL REQUIRED PERMITS HAVE BEEN ACQUIRED.
- COORDINATE CONSTRUCTION IN THE RIGHT OF WAY WITH THE LOCAL AUTHORITIES.
- PROVIDE PROPER BARRICADES, SIGNS AND TRAFFIC CONTROL TO MAINTAIN THRU TRAFFIC ALONG ADJACENT STREETS IN ACCORDANCE WITH LOCAL MUNICIPAL REQUIREMENTS.
- SIDEWALK JOINTS TO BE AS INDICATED OR AS APPROVED BY CONSTRUCTION MANAGER.
- ALL SAWCUTS SHALL BE AT AN EXISTING JOINT IN THE CURB AND PAVEMENT.
- ALL NEW CONCRETE PAVEMENT AND CURB ON ADJACENT STREET SHALL BE TIED IN ACCORDANCE WITH DETAILS.
- ALL GENERAL LANDSCAPE AREAS SHALL BE SEEDED/FERTILIZED/CRIMP HAY MULCHED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.

KEYNOTES:

- NEW PARKING LOT STRIPING
- HANDICAP PARKING STALL
- HANDICAP PARKING SIGN
- 6" H STANDARD CHAINLINK FENCING
- 6" H VINYL COATED CHAINLINK FENCING (ALTERNATE)
- 7" H STANDARD CHAINLINK FENCING (BASE BID). VINYL COATED CHAINLINK FENCE (ALTERNATE)
- 4" H STANDARD CHAINLINK FENCING
- 12" W X 4" H DOUBLE SWING SERVICE GATE
- 4" W X 6" H PEDESTRIAN GATE
- 4" W X 7" H PEDESTRIAN GATE
- 12" W X 6" H DOUBLE SWING SERVICE GATE
- FOUL POLES
- 30' H BACKSTOP NETTING SYSTEM OVER 3' H MASONRY WALL. INSTALL PROTECTIVE PADDING ALONG FACE OF WALL. SEE ARCHITECTURAL PLANS FOR WALL CONSTRUCTION.
- 30' H BACKSTOP NETTING SYSTEM OVER 3' H VINYL COATED CHAINLINK FENCE. INSTALL 18" WIDE CONCRETE CURB BEHIND BACKSTOP
- BATTING CAGE NETTING SYSTEM. INSTALL IN 24" X 72" CONCRETE FOOTING MIN.
- PROTECTIVE PITCHER'S SCREEN
- BASE PADS/ PITCHER'S RUBBER/ HOME PLATE
- BULL PEN AREAS
- NEW TRASH ENCLOSURE ON 6" CONCRETE PAD/ 6' HIGH CHAINLINK FENCE W/ VINYL SLATS
- CONCESSIONS/ RESTROOMS (SEE ARCHITECTURAL PLANS)
- VARSITY MASONRY DUGOUTS W/ STORAGE (SEE ARCHITECTURAL PLANS)
- FENCED DUGOUTS W/ ROOF STRUCTURE/ BENCHES
- NEW 200 CAPACITY BLEACHERS ON 4" CONCRETE PAD
- RELOCATED PORTABLE BLEACHERS ON 4" CONCRETE PAD
- RELOCATED SCOREBOARD. PROVIDE NEW STEEL SUPPORTS W/ CONCRETE FOUNDATIONS
- SEED/FERTILIZE/MULCH ALL DISTURBED GREEN AREAS
- 12" X 12" CONCRETE PLAYGROUND CURBING

SURFACE HATCH PATTERNS:

PROPOSED 3.50" ASPHALTIC CONCRETE PAVEMENT W/ 6" BASE COURSE & 12" BREAKER RUN OVER GEOTEXTILE FABRIC		1 C106
PROPOSED 4" CONCRETE PAVEMENT W/ 6" BASE COURSE		2 C106
PROPOSED 6" REINFORCED CONCRETE PAVEMENT W/ 6" BASE COURSE		2 C106
PROPOSED 6" INFILL MATERIAL		
CRACK FILL/ SEALCOAT EXISTING ASPHALT PAVEMENT		
12" WOODCHIPS W/ FILTER FABRIC		9 C106



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Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

Sheboygan
1227A North 8th Street
Sheboygan, Wisconsin 53082
T: 920.459.4200

www.brayarch.com

Civil Engineering
Landscape Architecture
Land Surveying
5709 Wilson Drive, Suite D
Stevens Point, WI 54482

404

Project Title:
**Westwood Elementary
Concessions Building and Dugouts
School District of West De Pere
1155 Westwood Drive, DePere, WI 54115**

REVISIONS:
DATE DESCRIPTION

Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (6192: Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and co)

Project Number:

3273WC

Issued For:

Construction Documents

04/10/2019

Sheet Title:

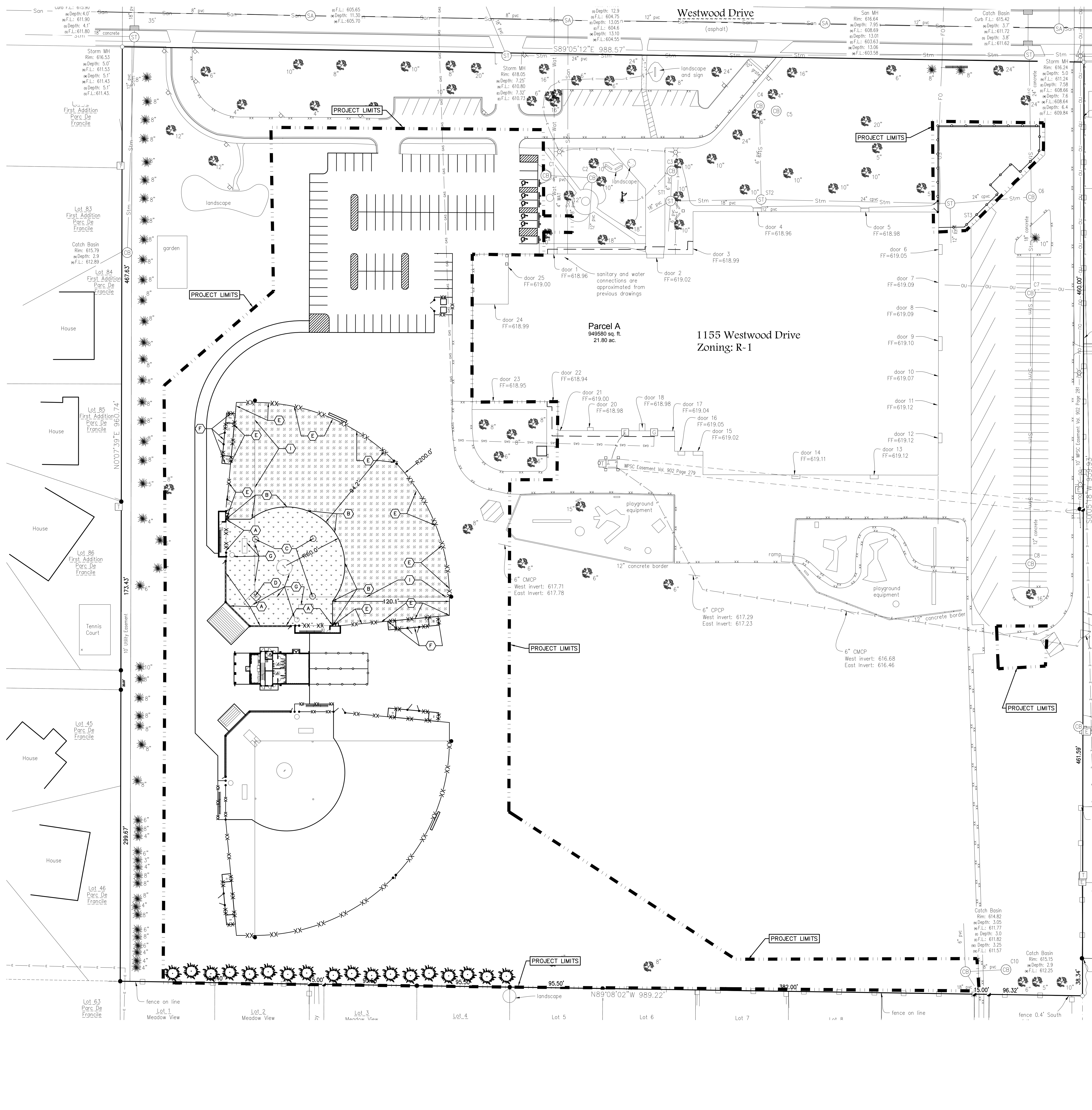
Site Layout Plan

Sheet Number:

C101

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Packet Pg. 111



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Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204

T: 414.226.0200

Sheboygan
1227A North 8th Street
Sheboygan, Wisconsin 53082

T: 920.459.4200

www.brayarch.com

Civil Engineering
Landscape Architecture
Land Surveying
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Stevens Point, WI 54482

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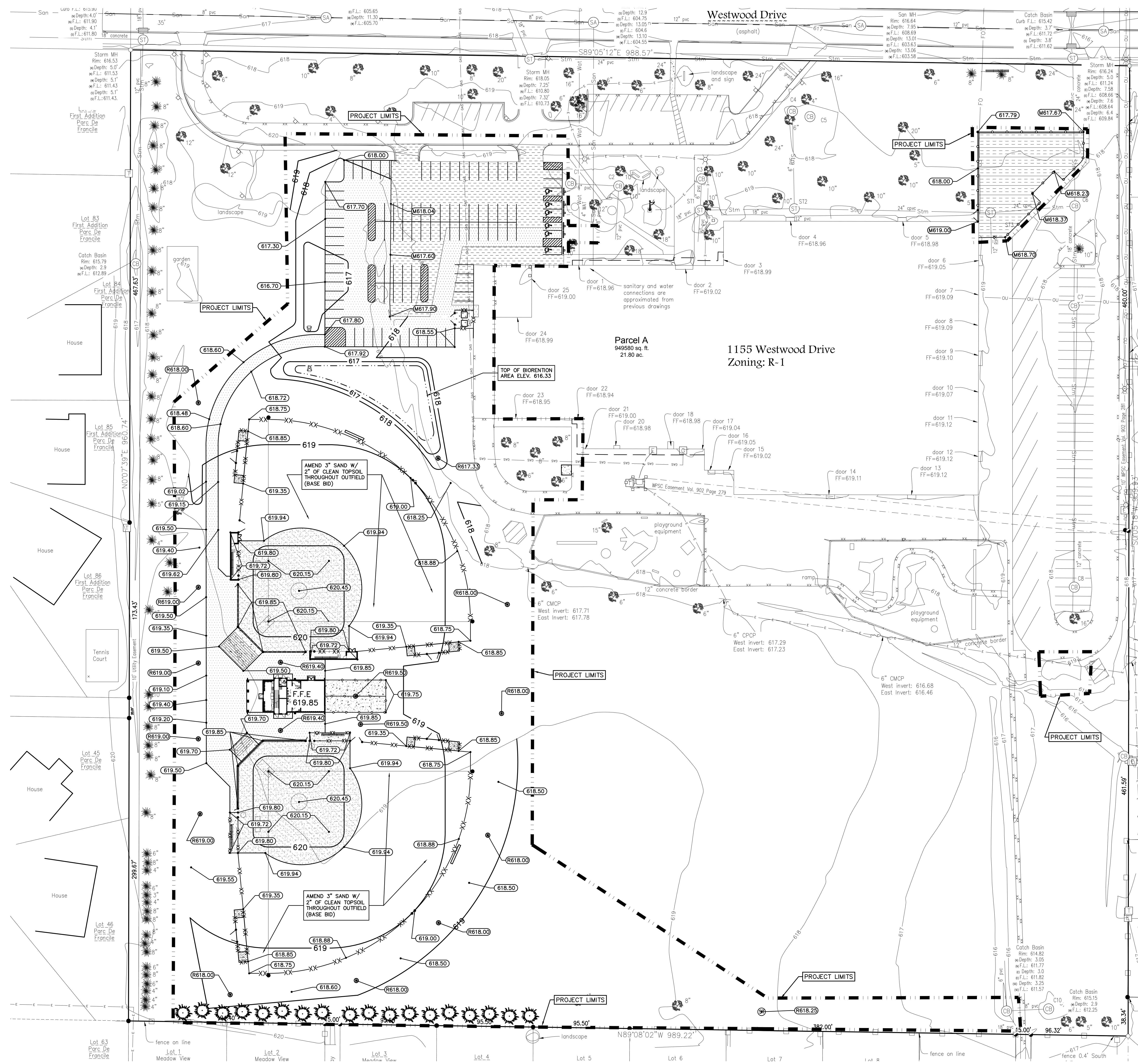
Sheet Title:
Site Synthetic Turf Layout Plan (Alternate)

Sheet Number:
C101.1

Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (6132: Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and co)

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Packet Pg. 112



GENERAL NOTES:

1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. THE PROPOSED SITE PLAN FINISH FLOOR ELEVATION OF 619.85 EQUALS THE PROPOSED BUILDING ARCHITECTURAL FINISH FLOOR ELEVATION OF 100.00'.
3. GRADE, LINE, AND LEVEL TO BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
4. INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES IN ACCORDANCE WITH LOCAL AUTHORITIES AND THE DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
5. 6" TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LAWN AREAS AND 12" SHALL BE PROVIDED IN ALL PLANTING BED AREAS UNLESS STATED PER PLANS.
6. SEE EROSION CONTROL PLAN FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
7. ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED OR ADJUSTED SHALL BE COORDINATED WITH PROPER UTILITY COMPANY.
8. COORDINATE ALL EARTHWORK ACTIVITIES WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
9. PROVIDE RIP RAP AT PROPOSED CULVERT ENDWALL STRUCTURES TO PREVENT WASHOUT AND EROSION.
10. RIP RAP SHALL HAVE WADOT TYPE HR FILTER FABRIC PLACED BENEATH.
11. EXCESS TOPSOIL SHALL BE REMOVED FROM SITE, UNLESS OTHERWISE DIRECTED BY THE OWNER. COORDINATE WITH OWNER FOR LOCATION OF STOCKPILE IF THE OWNER CHOOSES TO SALVAGE EXCESS TOPSOIL FOR FUTURE USE. SILT FENCE SHALL BE PLACED AROUND STOCKPILE.
12. THE ENGINEERED SOIL SHALL NOT BE PLACED IN THE BIORETENTION AREAS UNTIL THE SURROUNDING DRAINAGE AREA HAS BEEN FULLY STABILIZED. ALL CONSTRUCTION SITE SEDIMENT SHALL BE REMOVED FROM THE SUBGRADE OF THE BIORETENTION AREA PRIOR TO PLACEMENT OF THE ENGINEERED SOIL.
13. TESTING AND INSPECTION SHALL BE DONE IN ACCORDANCE WITH SPS 382.21.
14. THE LOCAL MUNICIPALITY SHALL BE CONTACTED PRIOR TO ANY EXCAVATION IN THE PUBLIC RIGHT-OF-WAY. THE CONTRACTOR SHALL HAVE HIS TRAFFIC CONTROL PLAN APPROVED PRIOR TO WORK COMMENCING. THE LOCAL MUNICIPALITY SHALL OPERATE ALL EXISTING WATER VALVES IF NEEDED.

GRADING LEGEND:

EXISTING CONTOUR	612
PROPOSED CONTOUR	613
PROPOSED SPOT ELEVATION	614.00
PROPOSED RIM ELEVATION	R610.00
PROPOSED MATCH ELEVATION (CONTRACTOR TO VERIFY)	M1060.00
PROPOSED ENDWALL STRUCTURE WITH RIP RAP	8 C107
PROPOSED STORM SEWER MANHOLE	14 C106
PROPOSED STORM INLET	14 C106

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Office Locations:
Davenport
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Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

Sheboygan
1227A North 5th Street
Sheboygan, Wisconsin 53082
T: 920.459.4200

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Landscape Architecture
Land Surveying
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Stevens Point, WI 54482

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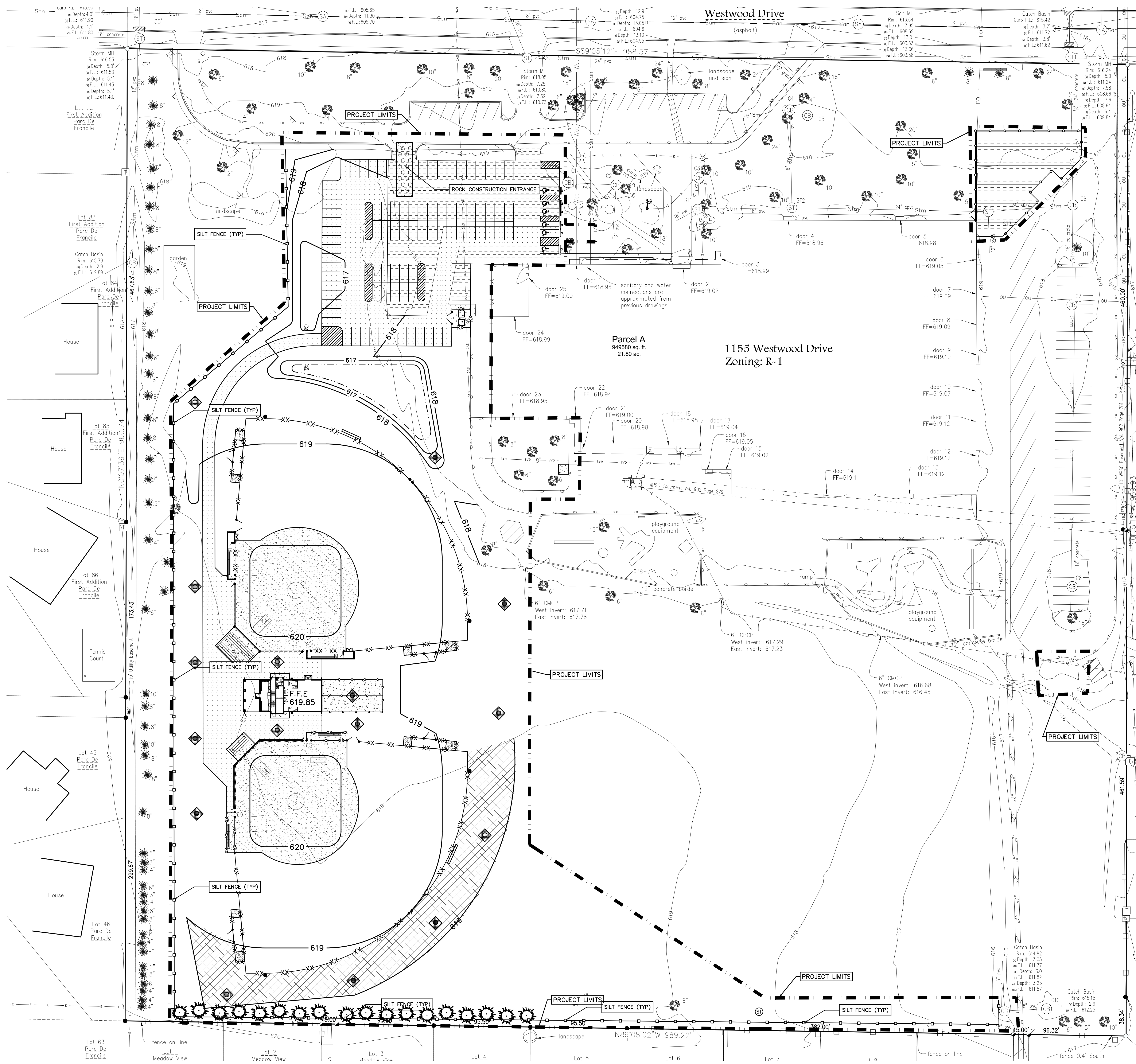
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Project Number:
3273WC

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04/10/2019

Sheet Title:
Site
Grading
Plan

Sheet Number:
C102



GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- NOTIFY THE LOCAL MUNICIPALITY AT LEAST 2 WORKING DAYS PRIOR TO THE START OF SOIL DISTURBING ACTIVITIES.
- INSTALL ALL TEMPORARY EROSION CONTROL ELEMENTS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL 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.
- CRUSHED ROCK DRIVES FOR SEDIMENT TRACKING UTILIZING 3" CRUSHED ROCK SHALL BE MAINTAINED AT ALL CONSTRUCTION ENTRANCES TO THE SITE. THE ROCK DRIVE SHALL BE A MINIMUM OF 12" THICK AND BE A MINIMUM OF 50 FEET IN LENGTH BY THE WIDTH OF THE DRIVEWAY.
- OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF A STORM EVENT SHALL BE CLEANED UP BY THE END OF THE NEXT WORK DAY. ALL OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION ACTIVITIES, INCLUDING SOIL TRACKED BY CONSTRUCTION TRAFFIC, SHALL AT A MINIMUM BE CLEANED BY THE END OF EACH WORK DAY. EXCESSIVE AMOUNTS OF SEDIMENT OR OTHER DEBRIS TRACKED ONTO ADJACENT STREETS SHALL BE CLEANED IMMEDIATELY. FINE SEDIMENT ACCUMULATIONS SHALL BE CLEANED FROM ADJACENT STREETS BY THE USE OF MECHANICAL OR MANUAL SWEEPING OPERATIONS ONCE A WEEK AT A MINIMUM AND BEFORE IMMINENT RAIN EVENTS.
- DISTURBED GROUND OUTSIDE OF THE EVERYDAY CONSTRUCTION AREAS, INCLUDING SOIL STOCKPILES, THAT IS LEFT INACTIVE FOR MORE THAN 7 DAYS SHALL BE TEMPORARILY STABILIZED BY SEEDING/MULCHING OR OTHER APPROVED METHODS.
- WASTE MATERIAL THAT IS GENERATED ON THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO RUN INTO RECEIVING WATERS.
- EROSION CONTROL DEVICES DESTROYED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE END OF EACH WORK DAY.
- INSPECT ALL EROSION CONTROL MEASURES AT LEAST ONCE A WEEK AND AFTER ANY RAINFALL OF 0.5" OR MORE. MAKE NEEDED REPAIRS AND DOCUMENT ALL ACTIVITIES AS PER THE REQUIREMENTS OF THE NOTICE OF INTENT SUBMITTED BY THE PROJECT CIVIL ENGINEER.
- ALL TEMPORARY EROSION CONTROL ELEMENTS SHALL REMAIN IN PLACE UNTIL A SUFFICIENT GROWTH OF VEGETATION IS ESTABLISHED AND THEN BE REMOVED AS PART OF THE BASE BID.
- IF SEDIMENT LADEN WATER NEEDS TO BE REMOVED FROM THE SITE, FILTER BAGS OR SCREENING SHALL BE USED IN ACCORDANCE WITH MNR TECHNICAL STANDARD 1061 TO PREVENT SEDIMENT DISCHARGE TO THE MAXIMUM EXTENT PRACTICABLE.
- PROVIDE RIP RAP AT PROPOSED CULVERT ENDWALL STRUCTURES TO PREVENT WASHOUT AND EROSION.
- RIP RAP SHALL HAVE WISDOT TYPE HR FILTER FABRIC PLACED BENEATH.
- SILT FENCE SHALL BE INSTALLED AROUND THE TOPSOIL STOCKPILE.
- SILT FENCE SHALL BE INSTALLED AROUND THE BIORETENTION AREA IMMEDIATELY FOLLOWING INSTALLATION OF THE ENGINEERED SOIL TO PROTECT IT FROM SILT CONTAMINATION.
- THE ENGINEERED SOIL SHALL NOT BE PLACED IN THE BIORETENTION AREAS UNTIL THE SURROUNDING DRAINAGE AREA HAS BEEN FULLY STABILIZED. ALL CONSTRUCTION SITE SEDIMENT SHALL BE REMOVED FROM THE SUBGRADE OF THE BIORETENTION AREA PRIOR TO PLACEMENT OF THE ENGINEERED SOIL.
- THE CONTRACTOR SHALL PERFORM INSPECTIONS AND MONITORING OF EROSION CONTROL PRACTICES IN ACCORDANCE WITH THE WI DNR "CONSTRUCTION SITE INSPECTION REPORT" FORM 3400-187. THIS FORM CAN BE FOUND IN THE CONSTRUCTION SPECIFICATIONS.

EROSION CONTROL LEGEND:

EXISTING CONTOUR	620
PROPOSED CONTOUR	621
PROPOSED SILT FENCE	11 C107
PROPOSED INLET PROTECTION	12 C107
EROSION CONTROL BLANKET	6 C107 7 C107
ROCK CONSTRUCTION ENTRANCE	13 C107

EROSION CONTROL SEQUENCING

- INSTALL PERIMETER EROSION CONTROL.
- BEGIN DEMOLITION
- BEGIN ROUGH GRADING AND UTILITY INSTALLATION
- DURING GRADING ACTIVITIES EXISTING GRASS AND VEGETATION, TO BE REMOVED, SHALL REMAIN IN PLACE FOR AS LONG AS POSSIBLE, TO AVOID SEDIMENT TRANSPORT.
- TEMPORARY STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS.
- FINAL STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING ACTIVITIES CEASE AND FINAL GRADE HAS BEEN REACHED ON ANY PORTION OF THE SITE.

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Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
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Sheboygan
1227A North 5th Street
Sheboygan, Wisconsin 53082
T: 920.459.4200

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5709 Wilson Drive, Suite D
Stevens Point, WI 54482

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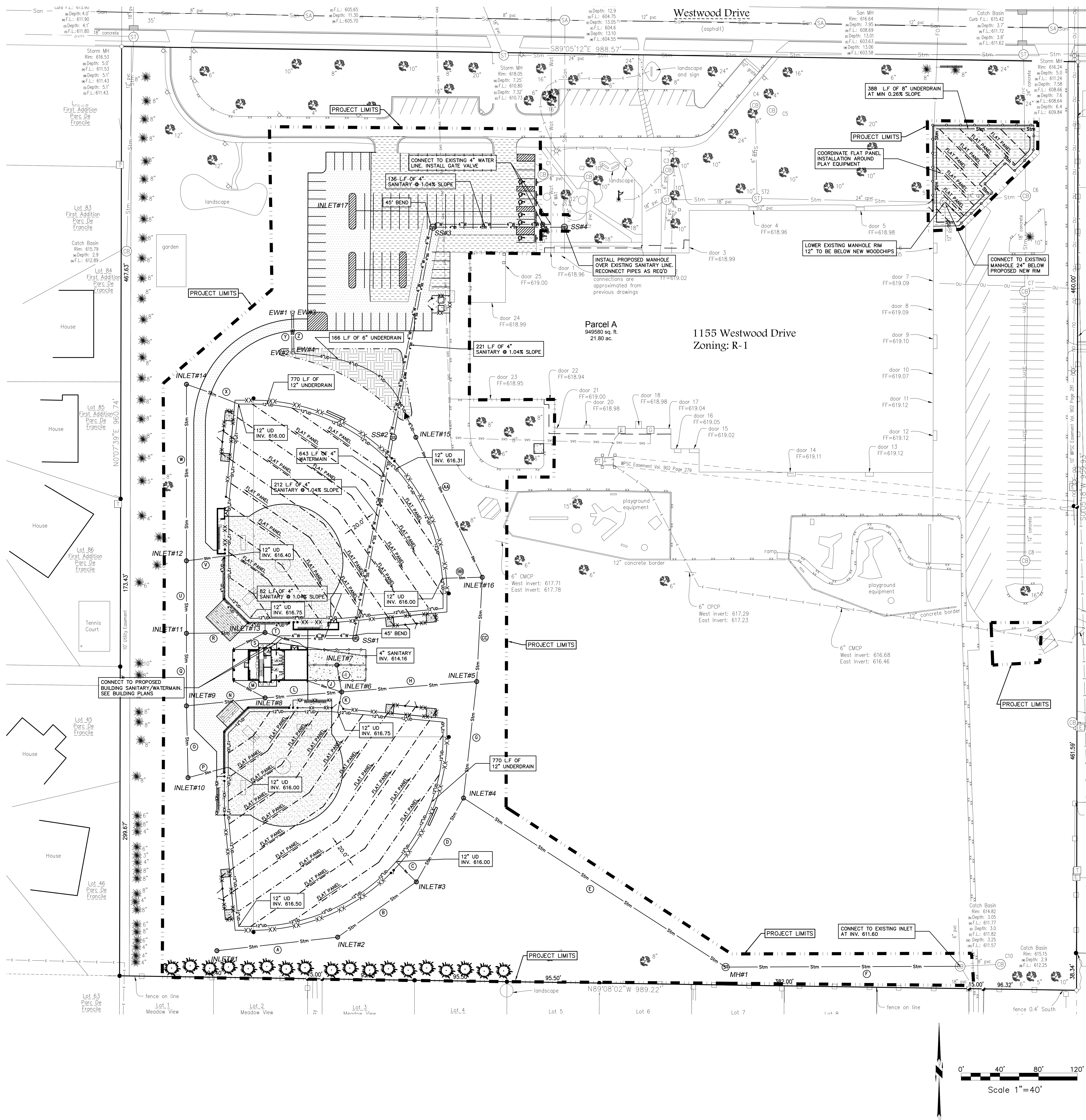
**Construction
Documents**
04/10/2019

Sheet Title:

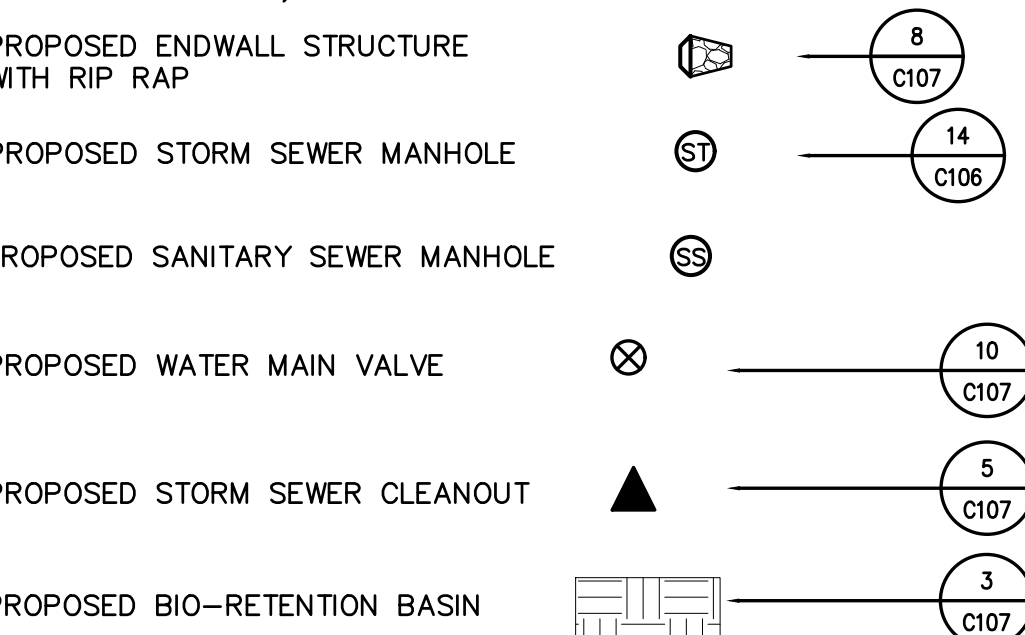
**Site
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Plan**

Sheet Number:

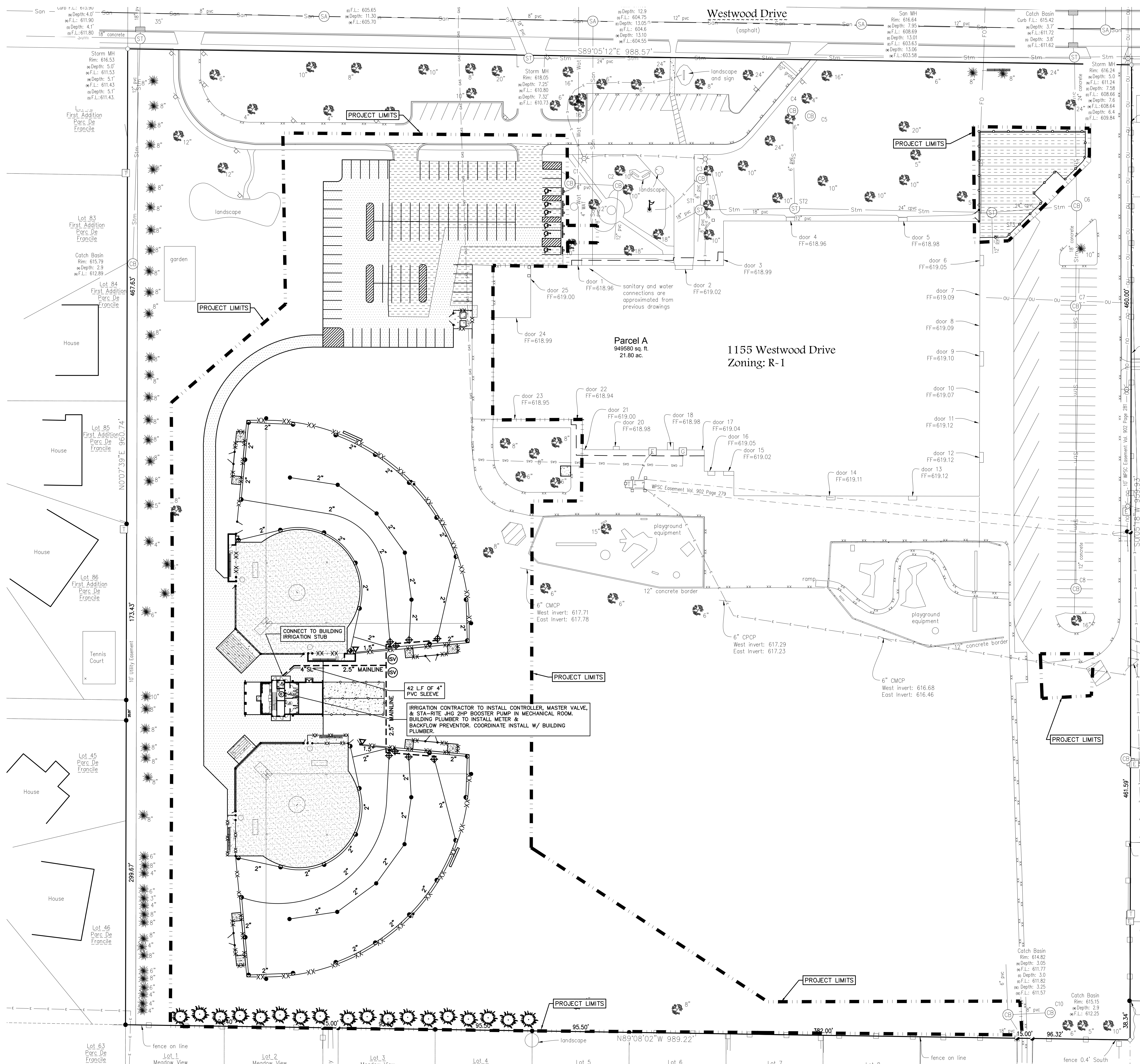
C103



UTILITY LEGEND:

**SANITARY MANHOLE SCHEDULE:****STORM MANHOLE SCHEDULE:**

STORM PIPE SCHEDULE



GENERAL NOTES:

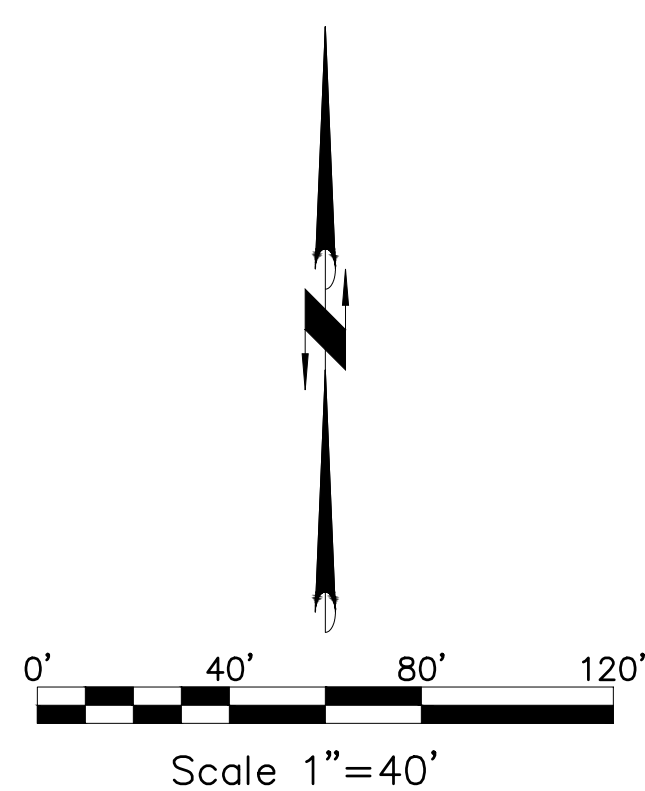
1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
2. MAINTAIN ALL CODES REQUIRED BY LOCAL AND STATE AUTHORITIES.
3. ALL TRENCHES SHALL BE WIDE ENOUGH TO ACCOMMODATE A MINIMUM OF 2" BETWEEN PIPE AND TRENCH WALL.
4. ALL LATERAL PIPING SIZING SHALL BE AS STATED PER PLAN.
5. BURY LATERAL LINES WITH A MINIMUM 12" OF COVER. MAIN LINES SHALL HAVE A MINIMUM COVER OF 18" COVER.
6. INSTALL ALL PIPING AND FITTINGS USING GLUE AND THRUST BLOCKING METHODS CONSISTENT WITH MANUFACTURER'S RECOMMENDATIONS.
7. CAP OR PLUG ALL OPENINGS AS SOON AS LINES ARE INSTALLED TO PREVENT DEBRIS ENTERING LINES.
8. THOROUGHLY FLUSH ALL LINES PRIOR TO THE OPERATION OF SPRINKLER HEADS.
9. INSTALL ALL WIRES A MINIMUM OF 10" BELOW FINISH GRADE. SPLICES ARE NOT ALLOWED IN THE TRENCH.
10. THE IRRIGATION SYSTEM SHALL BE TESTED AT OPERATING PRESSURE AND HELD FOR A MINIMUM 4 HOURS. REPAIR ALL LEAKS AND RETEST AFTER CURING.
11. UPON COMPLETION OF PRESSURE LINE TESTING, COMPLETE ASSEMBLY OF ALL EQUIPMENT AND SPRINKLERS FOR PROPER DISTRIBUTION.
12. PROVIDE "AS BUILT DRAWINGS" IF IRRIGATION SYSTEM IS INSTALLED ALTERNATELY IN FIELD AS THAN PER DESIGN.
13. ALL IRRIGATION LINES AND WIRING SHALL BE INSTALLED THROUGH SLEEVES WHEN CROSSING ANY HARDSURFACE AREAS.
14. ALL VALVES SHALL BE WIRED INDIVIDUALLY AT THE CONTROLLER.
15. ALL GASKETED PRESSURE PIPES AND FITTINGS SHALL BE THRUST BLOCKED. NO CONCRETE PREFORMED BLOCKS WITH BE ALLOWED.
16. IRRIGATION CONTRACTOR SHALL COORDINATE ON SITE OPERATIONS WITH SITE CONTRACTOR PRIOR TO INSTALLATION. IRRIGATION CONTRACTOR SHALL BE AWARE OF ALL UNDERGROUND UTILITIES AND THEIR LOCATIONS PRIOR TO START OF TRENCHING/INSTALLATION.
17. ALL BIDDERS SUBMITTING A BID SHALL VISIT THE CONSTRUCTION SITE AND REVIEW EXISTING CONDITIONS PRIOR TO SUBMISSION OF BIDS.
18. FLOWING / PULLING OF LATERAL LINES IS ACCEPTABLE IF SITE CONDITIONS ALLOW CONTRACTOR. METHODS OF INSTALLATION SHALL BE SUBMITTED TO CONSTRUCTION MANAGER PRIOR TO START OF IRRIGATION INSTALLATION.
19. IRRIGATION CONTRACTOR SHALL SUBMIT ALL IRRIGATION CHANGES TO CONSTRUCTION MANAGER PRIOR TO INSTALLATION.
20. IRRIGATION CONTRACTOR SHALL VERIFY WATER PRESSURE AND VOLUME AT CONNECTION POINT PRIOR TO INSTALLATION. IRRIGATION CONTRACTOR SHALL REPORT TO THE CONSTRUCTION MANAGER IF THEY DEEM THE WATER SUPPLY IS INADEQUATE TO RUN PROPOSED IRRIGATION SYSTEM EFFICIENTLY.
21. ALL DESIGN INFORMATION SHOWN IS BASED ON SPECIFICATIONS AS PROVIDED FROM RAINBIRD OR HUNTER BASED IRRIGATION PRODUCTS. CONTRACTOR MAY SUBSTITUTE EQUALLY APPROVED PRODUCTS PRIOR TO INSTALLATION.
22. ALL TURF IRRIGATION HEADS LOCATED ADJACENT TO HARD SURFACE AREAS SHALL BE INSTALLED WITHIN 6" OF PROPOSED EDGES.

IRRIGATION LEGEND

- RAIN BIRD FULL CIRCLE 8005 HEAD ON 1" SWING ARM OR HUNTER 1-25 FULL CIRCLE HEAD ON 1" SWING ARM
- RAIN BIRD ADJUSTABLE 8005 HEAD ON 1" SWING ARM OR HUNTER 1-25 ADJUSTABLE HEAD ON 1" SWING ARM
- ⊕ RAIN BIRD 150 PGA CONTROL VALVE OR HUNTER ICV 201G
- SDR21 PVC MAIN LINE
- 100PSI POLY LATER LINE, SIZE AS SHOWN
- 4" SL 4" PVC SLEEVE
- ⊙ ISOLATION VALVE
- ⊙ HUNTER I-CORE PLASTIC CONTROLLER OR RAINBIRD ESP-LX
- △ HUNTER OR RAINBIRD 1" QUICK COUPLER W/ LOCKABLE COVER

EQUIPMENT NOTES

1. ALL PVC PIPE / LATERAL FITTINGS SHALL BE SOLVENT WELD AS REQUIRED.
2. ISOLATION VALVES SHALL BE A BRONZE TYPE THREADED VALVE WITH CROSS HANDLES OR EQUALLY APPROVED.
3. SOME AREAS DRAWN MAY BE SCHEMATIC AND SHOWN OUTSIDE APPLICABLE LIMITS FOR EASE OF PLAN READING. INSTALL IRRIGATION LINES AS DEEMED APPROPRIATE IN THE FIELD.



Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

Sheboygan
1227A North 9th Street
Sheboygan, Wisconsin 53082
T: 920.459.4200

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Civil Engineering
Landscape Architecture
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5709 Winona Drive, Suite D
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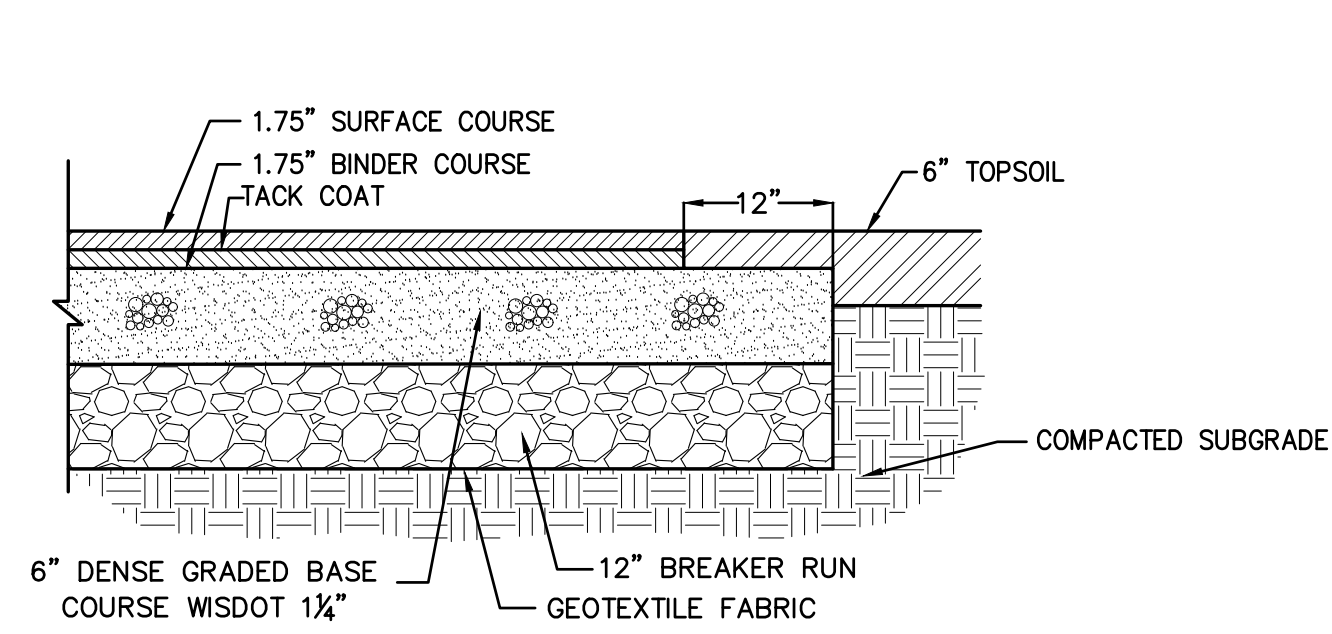
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04/10/2019

Sheet Title:

**Site
Irrigation
Plan**

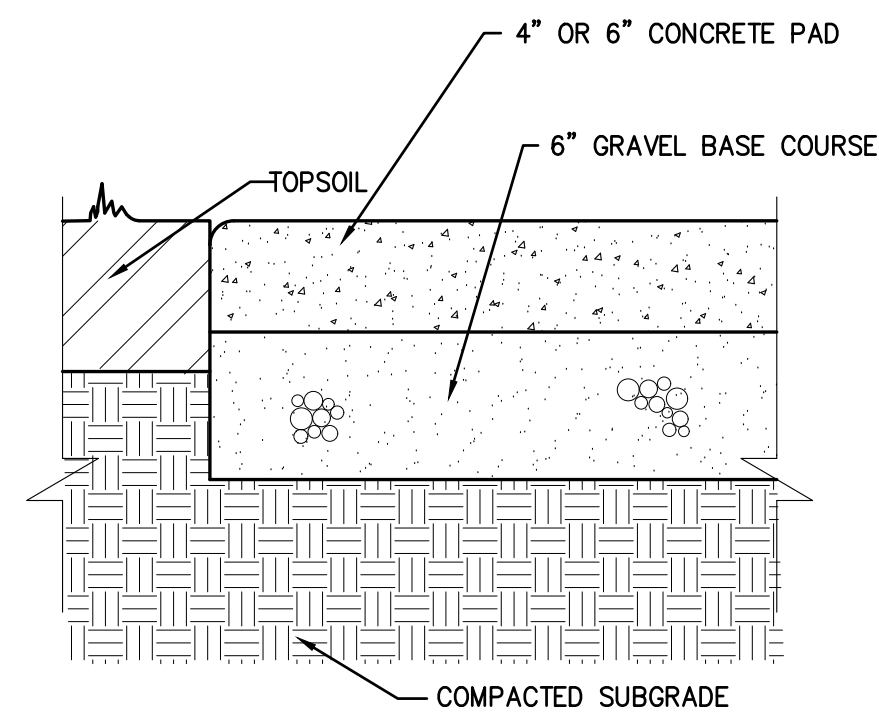
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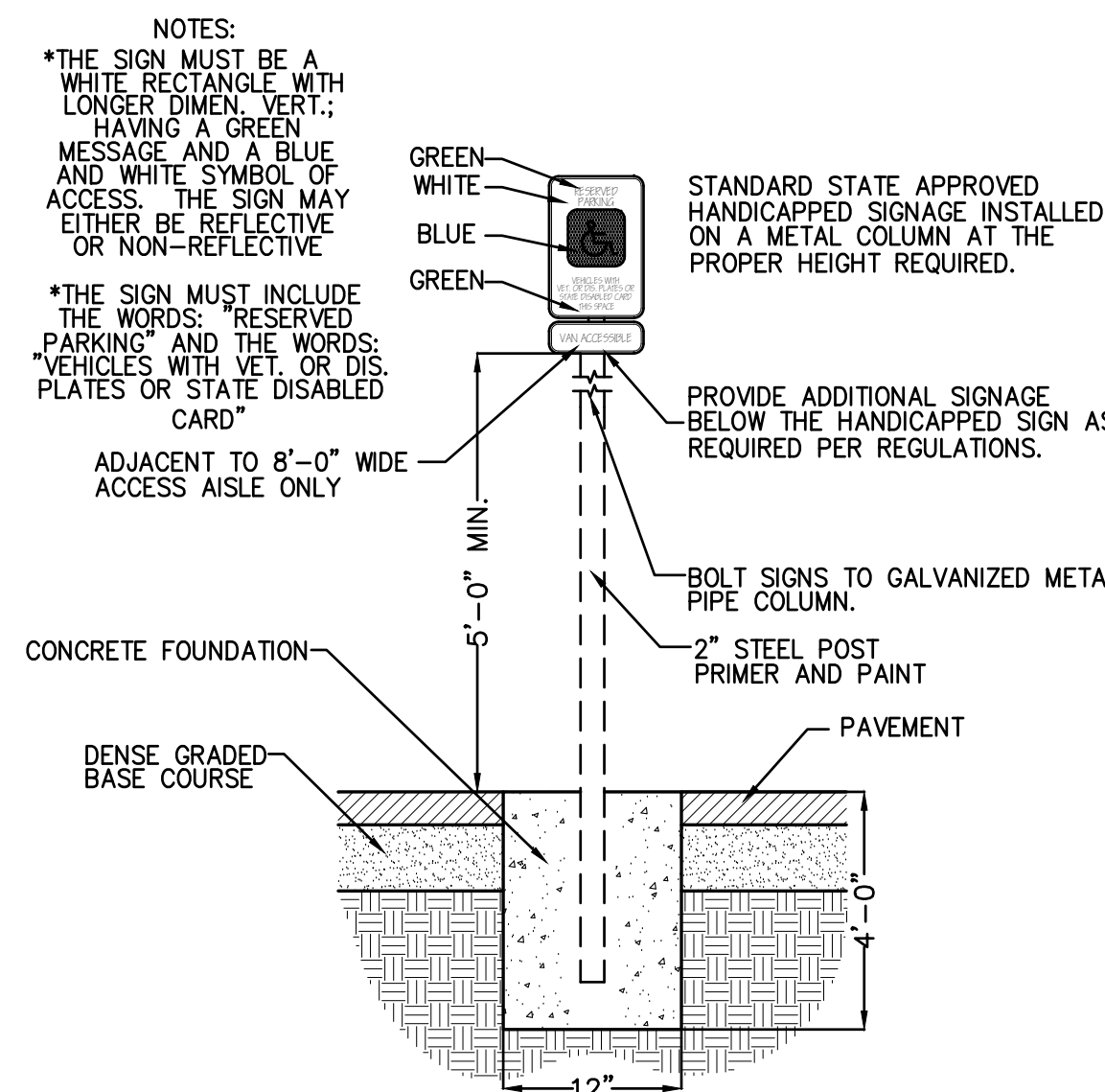


NOTE: SEE LAYOUT PLAN FOR PAVEMENT LOCATIONS

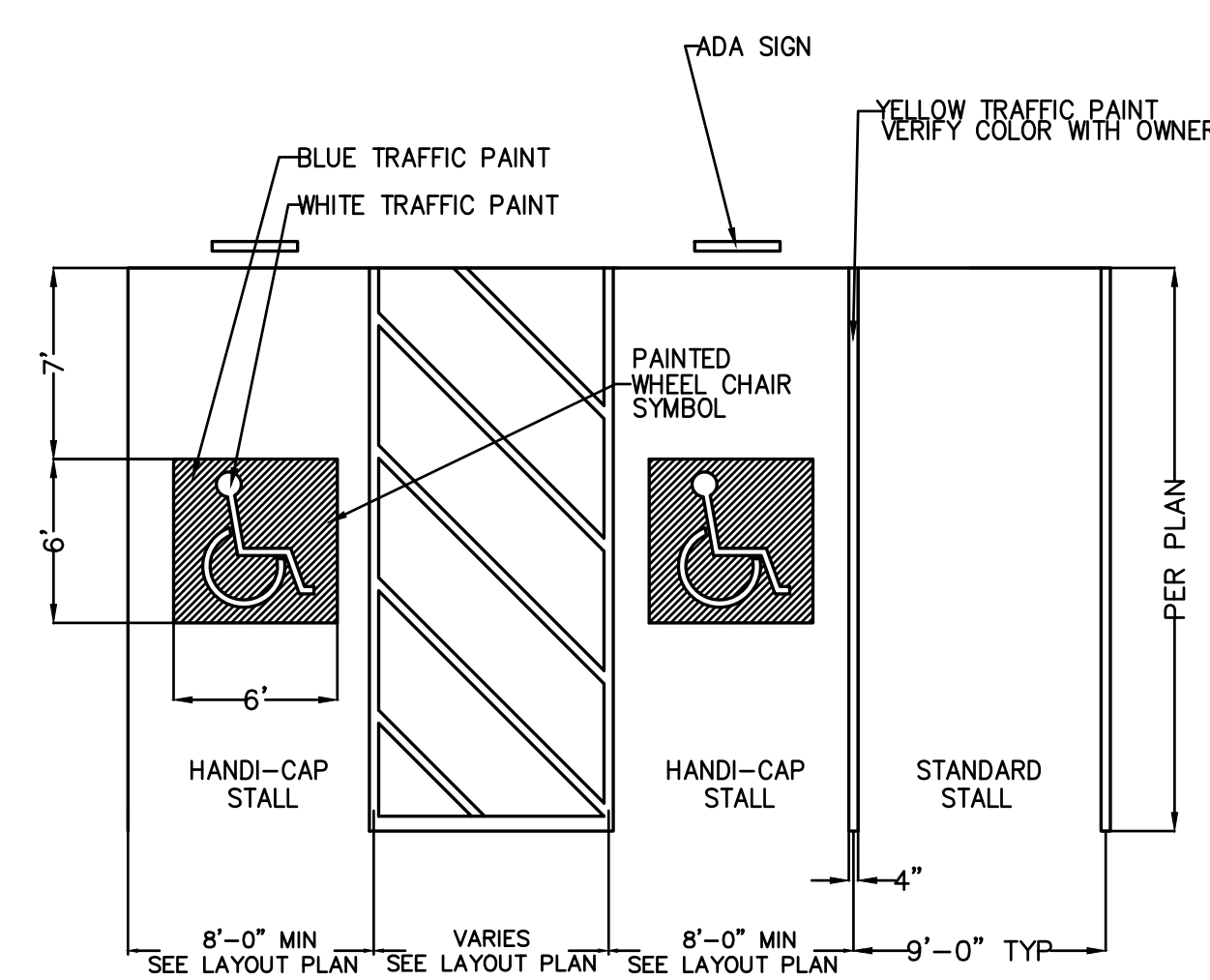
ASPHALT PAVEMENT W/ BREAKER RUN

1
C106NOTE: SEE LAYOUT PLAN FOR PAVEMENT LOCATIONS
SEE SPECIFICATIONS FOR JOINT PLACEMENT. PROVIDE LIGHT BROOM FINISH
6\"/>

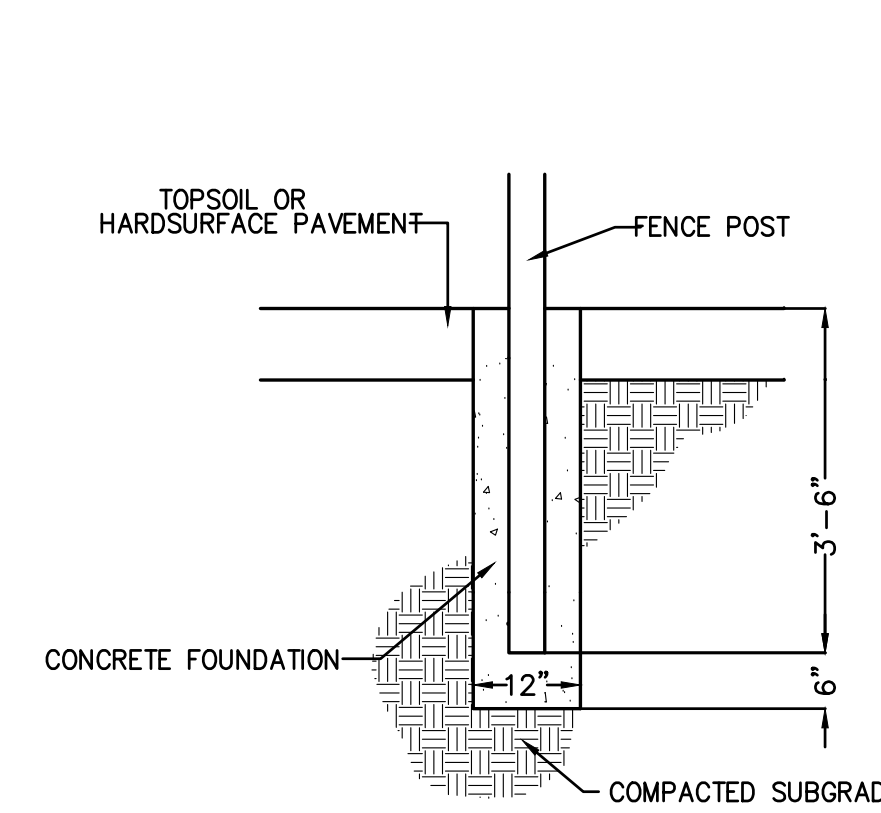
CONCRETE PAVEMENT

2
C106

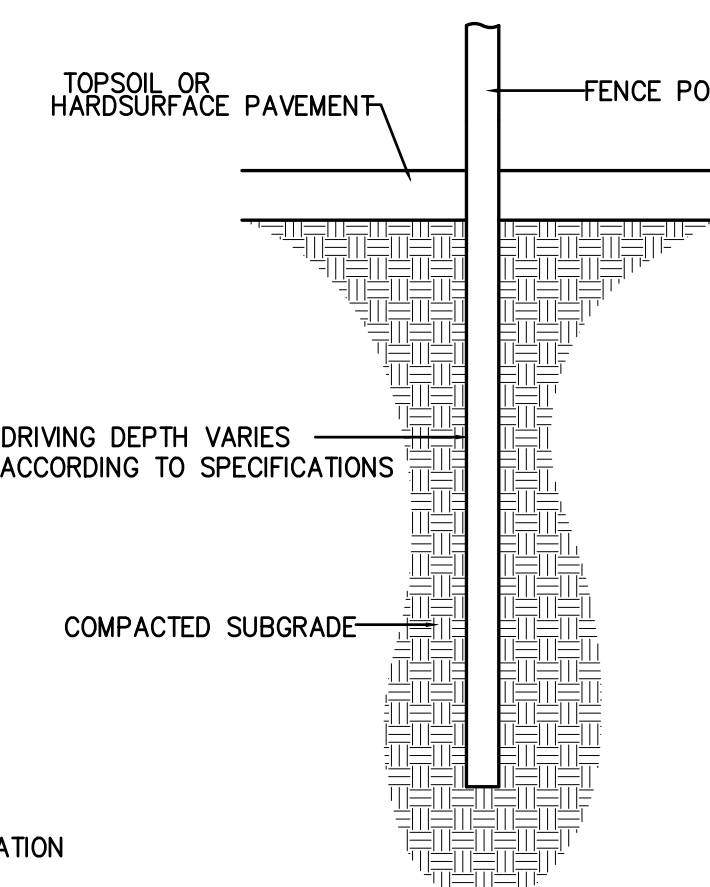
ADA PARKING SIGN

3
C106

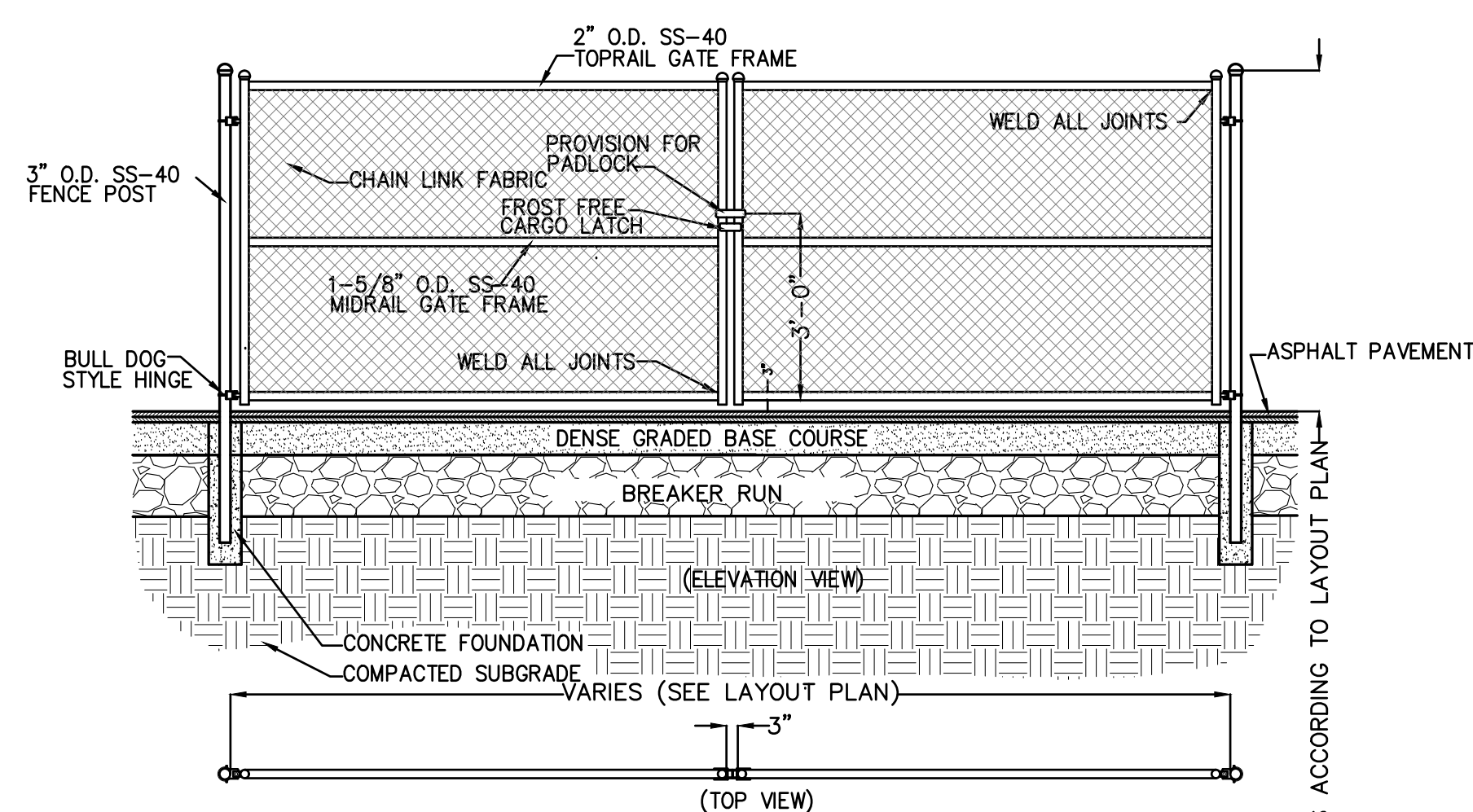
PARKING LOT STRIPING

4
C106

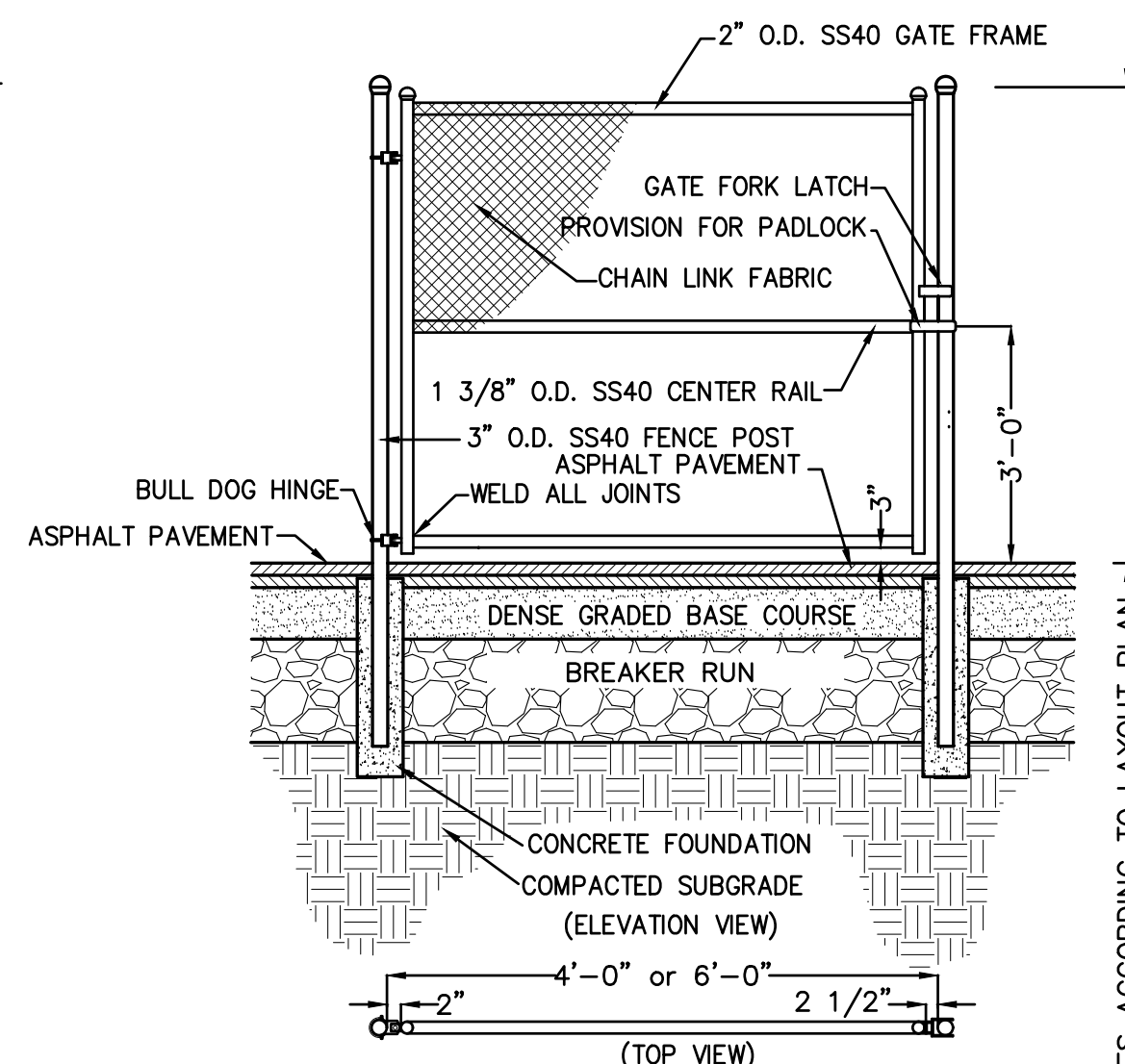
TERMINAL/ CORNER FENCE POST

5
C106

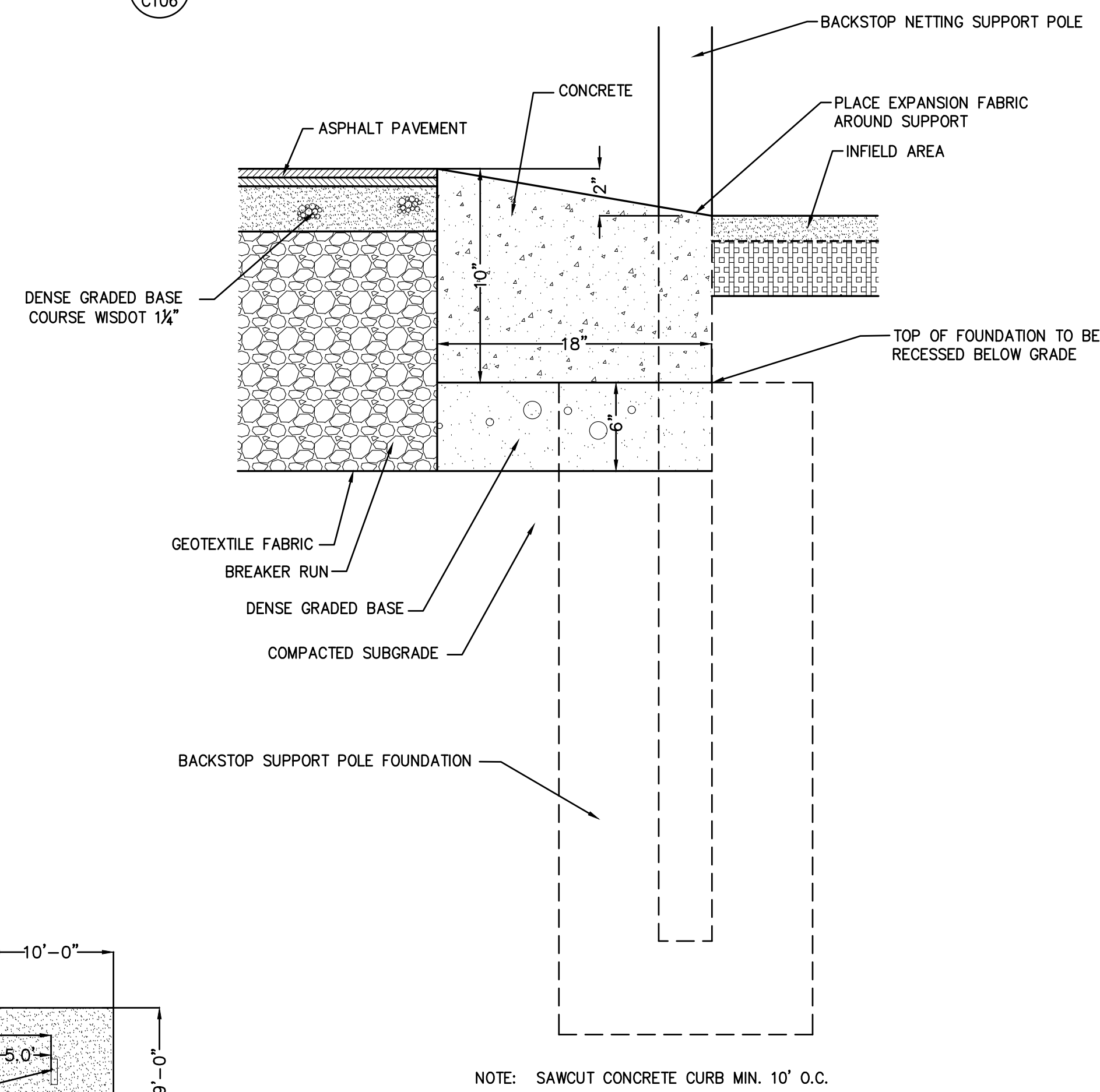
DRIVEN LINE POST

6
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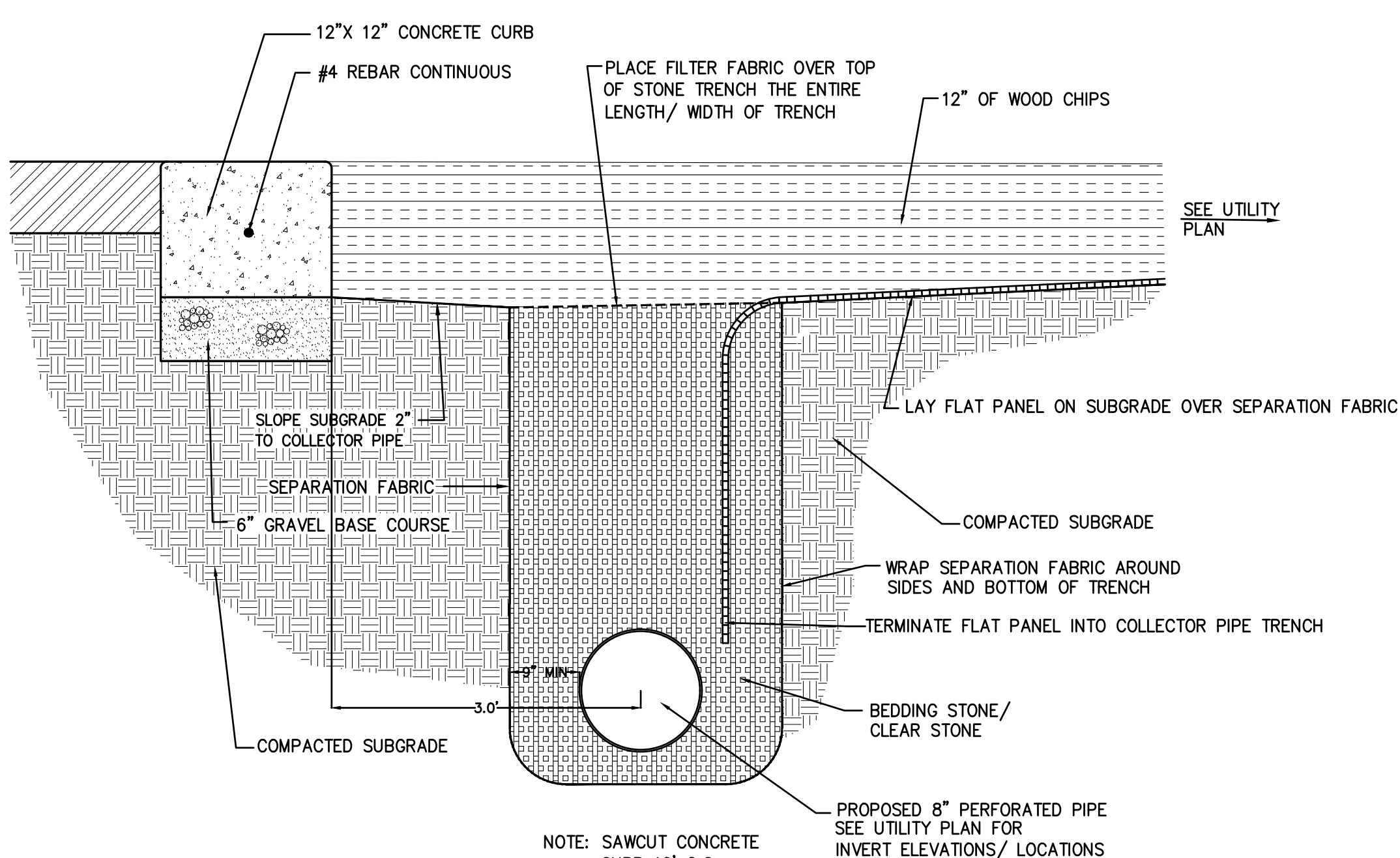
SERVICE GATE

7
C106

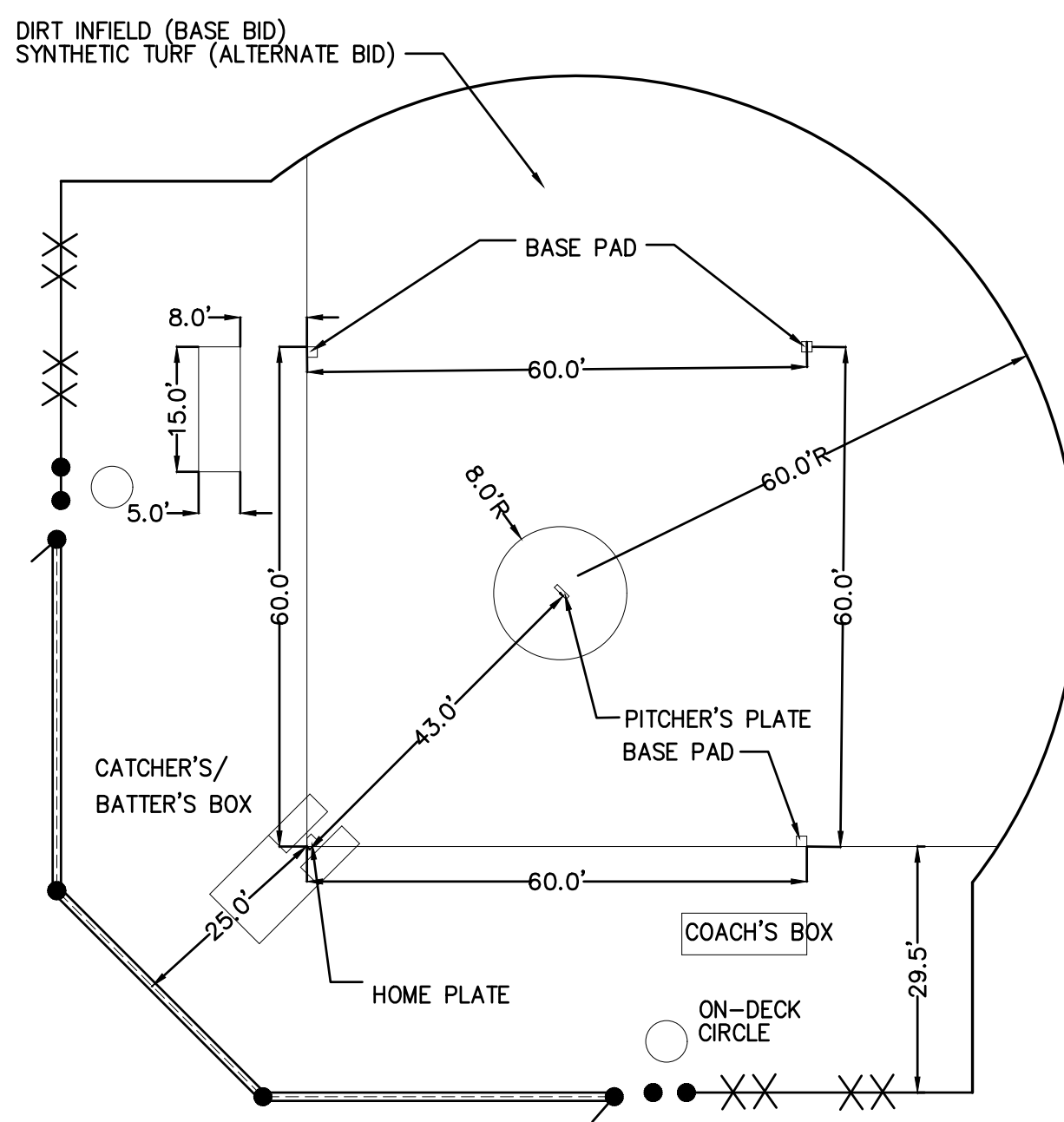
PEDESTRIAN GATE

8
C106

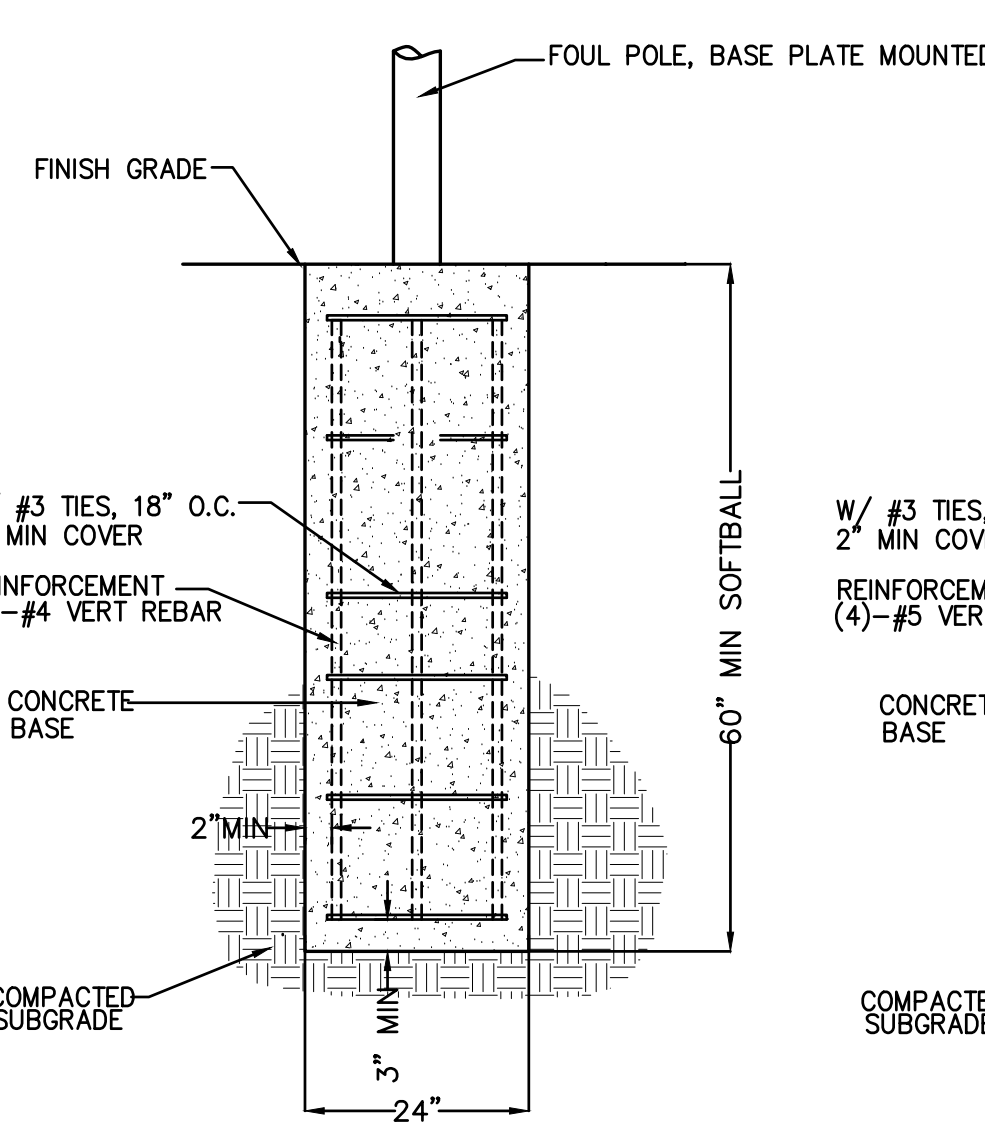
BACKSTOP NETTING/ CHAINLINK FENCING JV SOFTBALL BACKSTOP CONNECTION

12
C106

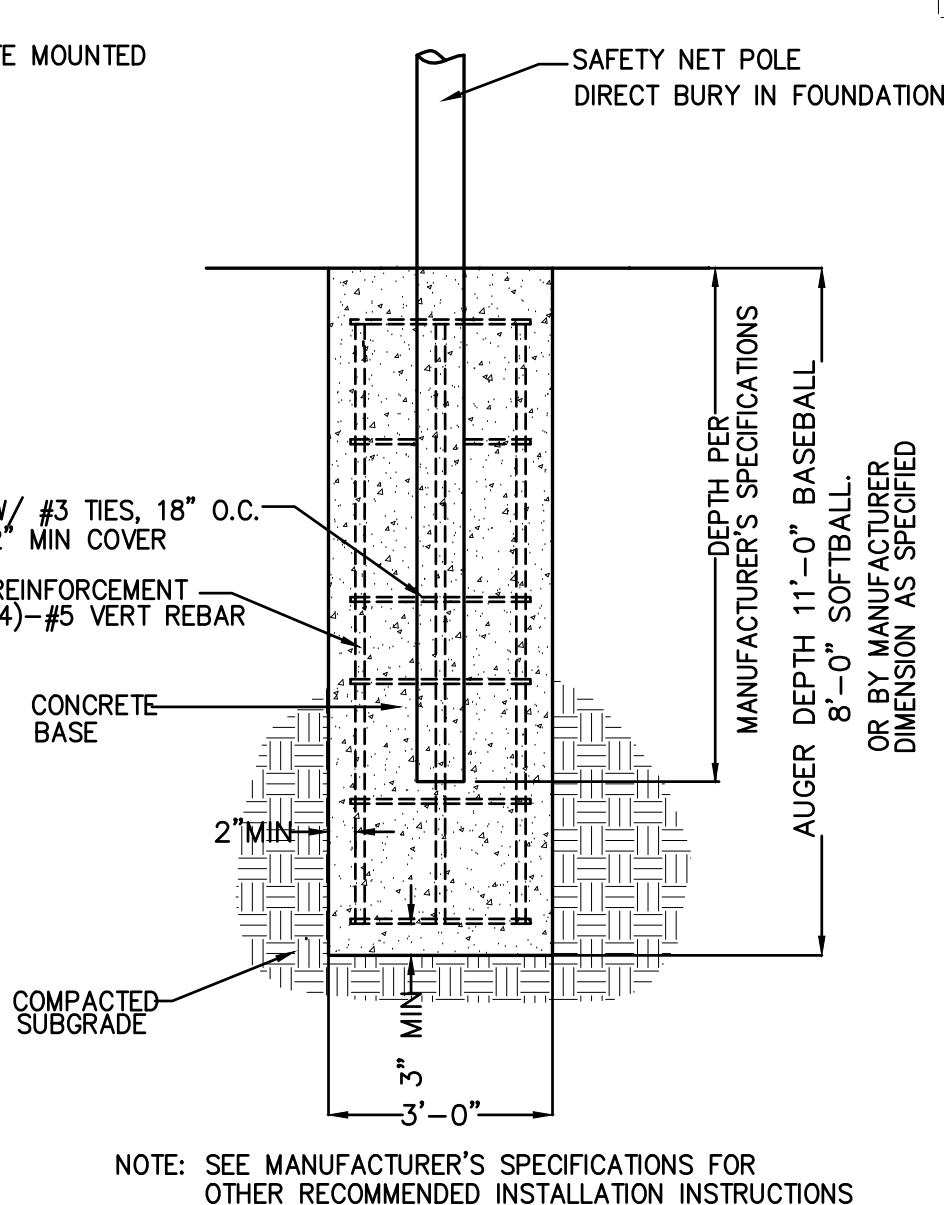
SOFT SURFACE PLAY AREA STORM DRAINAGE

9
C106NOTE: SEE LAYOUT PLAN FOR BACKSTOP DETAILS
CHALK MARKINGS BY OWNER IN DIRT AREA.
MARKINGS IN SYNTHETIC TURF BY TURF CONTRACTOR

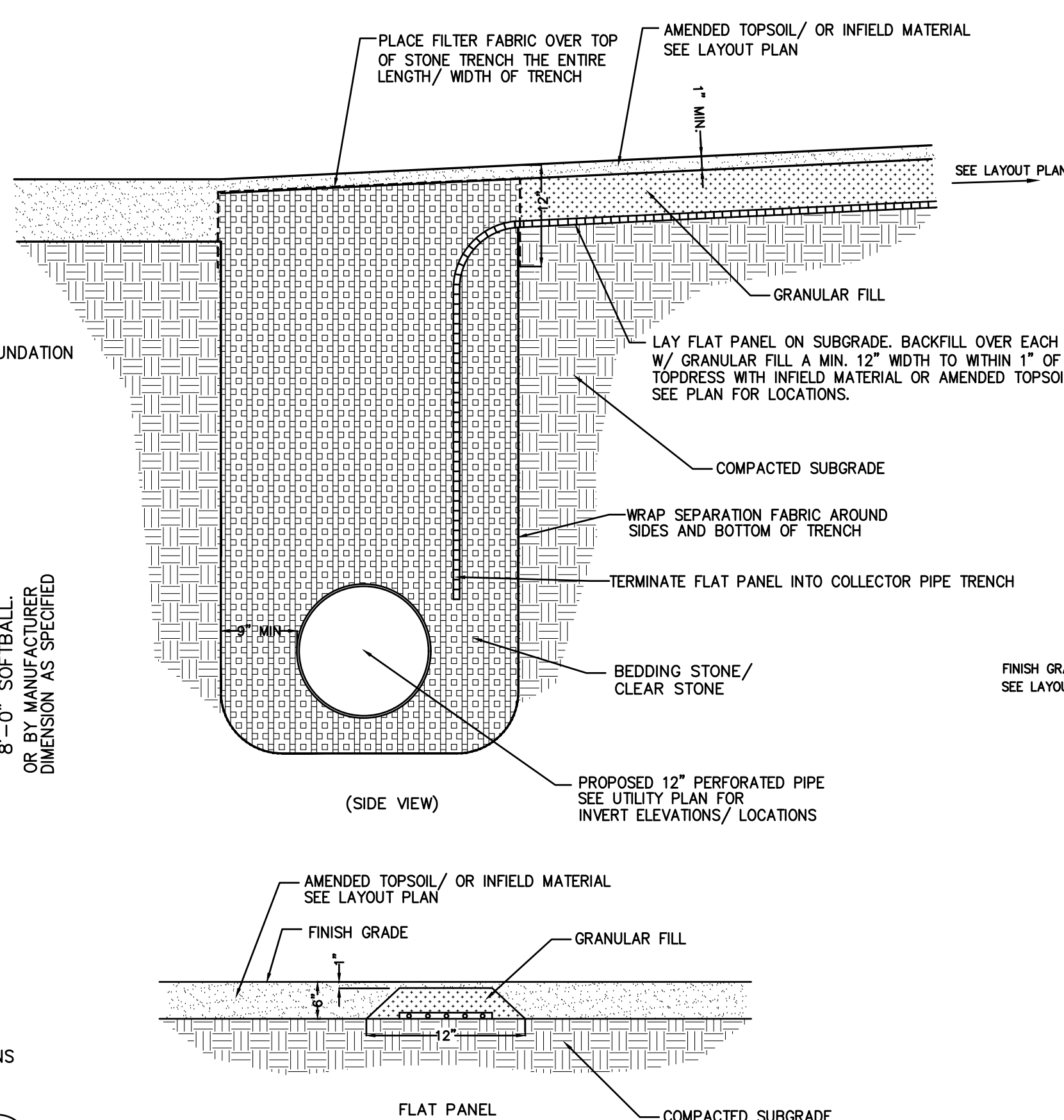
INFELD LAYOUT

15
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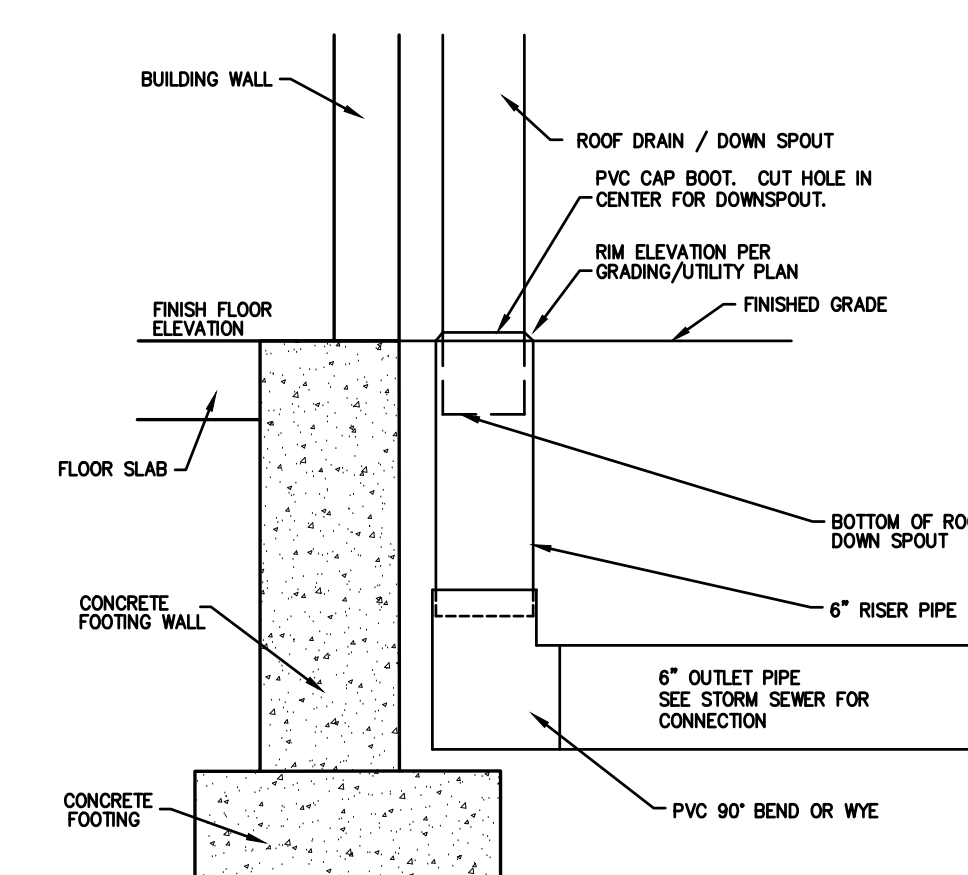
FOUL POLE FOUNDATION

16
C106

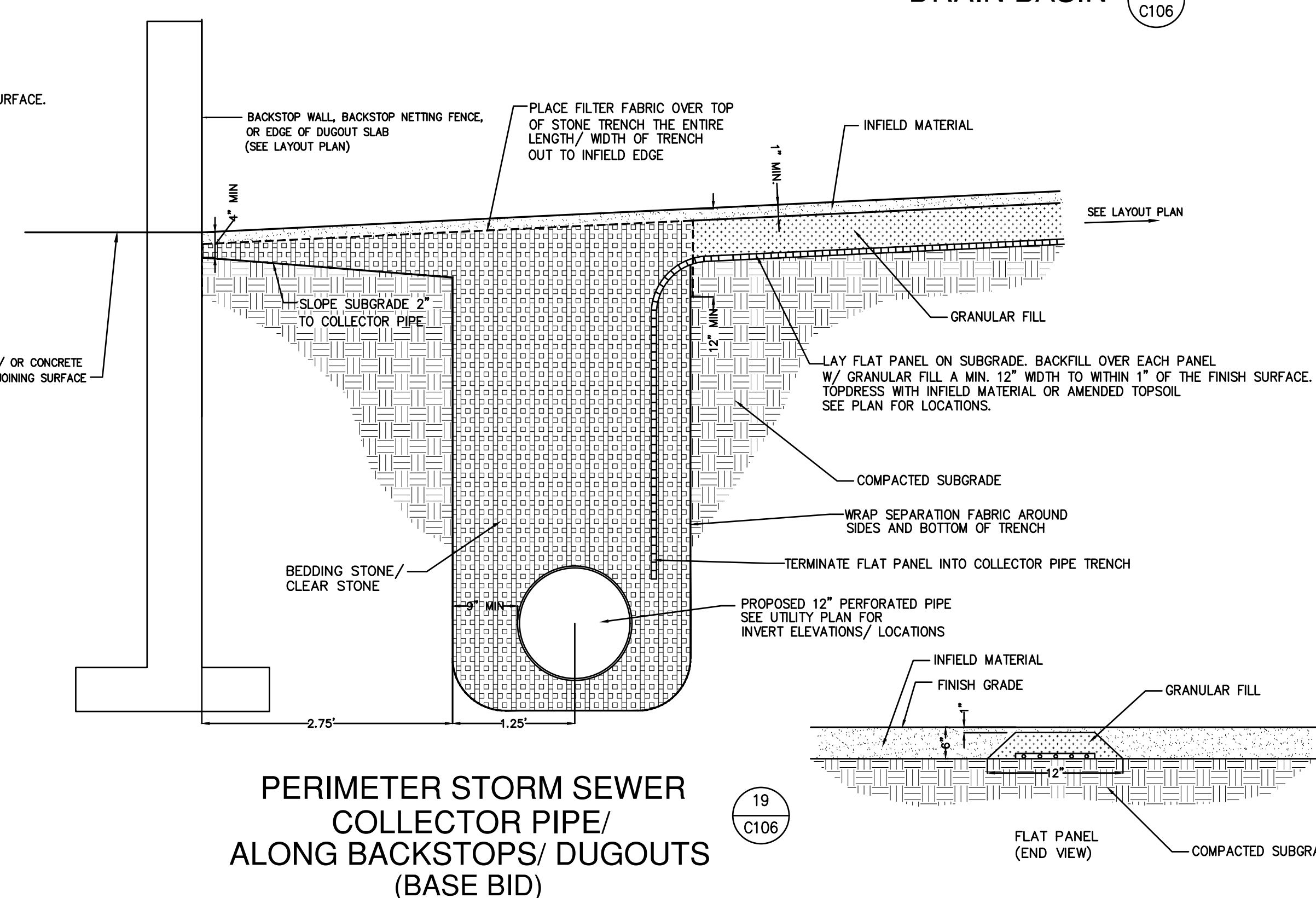
BACKSTOP NETTING FOUNDATION

17
C106

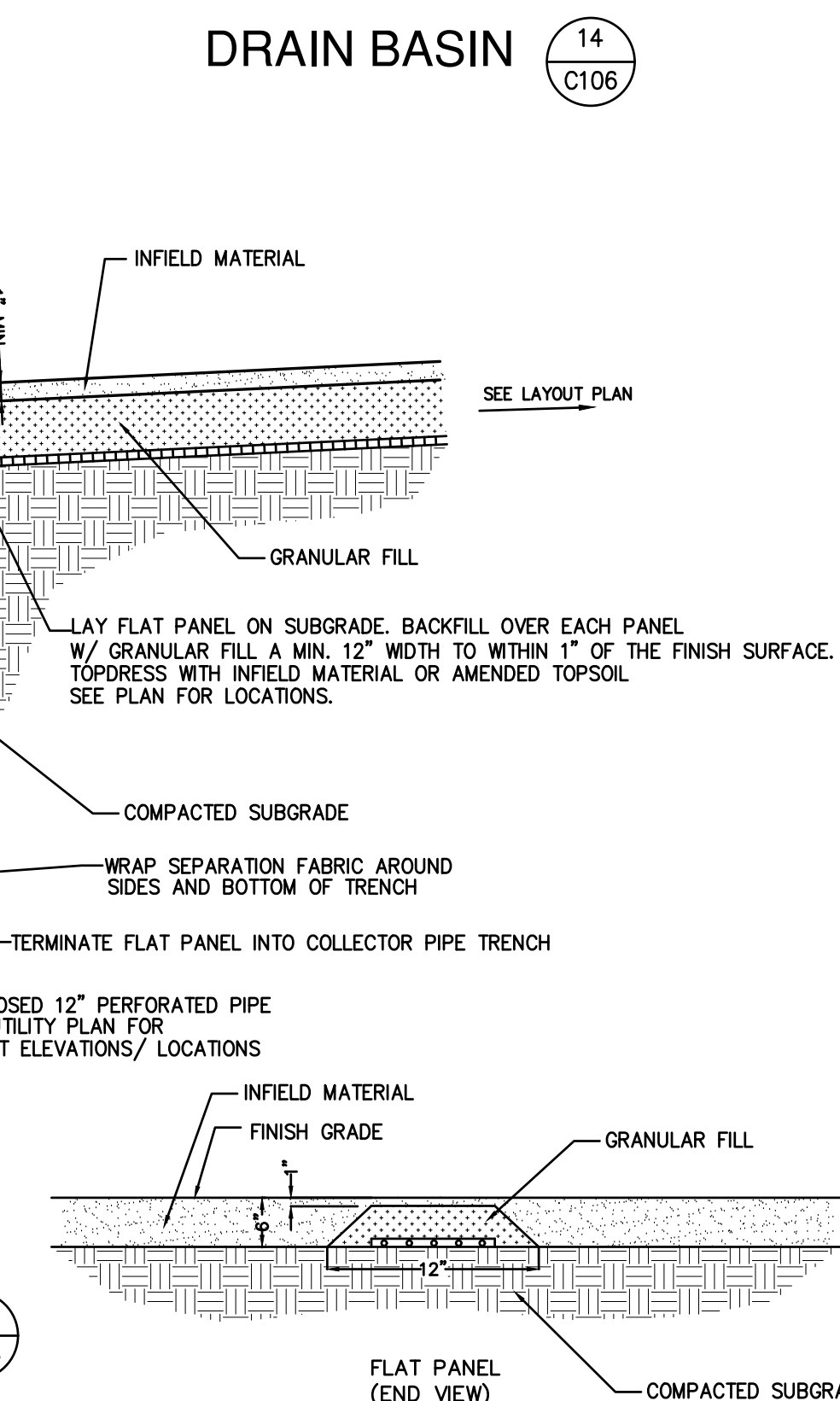
FLAT PANEL UNDERDRAIN IN GENERAL GRASS OUTFIELD/ DIRT INFELD AREAS (BASE BID)

18
C106

DOWNSPOUT COLLECTOR

13
C106

PERIMETER STORM SEWER COLLECTOR PIPE/ ALONG BACKSTOPS/ DUGOUTS (BASE BID)

19
C106

DRAIN BASIN

14
C106

Civil Engineering
Landscape Architecture
Land Surveying
5709 W. Main Street, Suite D
Sheboygan, WI 53081

404

Project Title:
**PROPOSED SITE PLAN
Concessions Building and Dugouts
West DePere School District
1155 Westwood Drive, DePere, WI 54115**

REVISIONS:

DATE	DESCRIPTION

Project Number:

3273

Issued For:

**Construction
Documents**
04/10/2019

Sheet Title:

**Site
Details**

Sheet Number:

C106

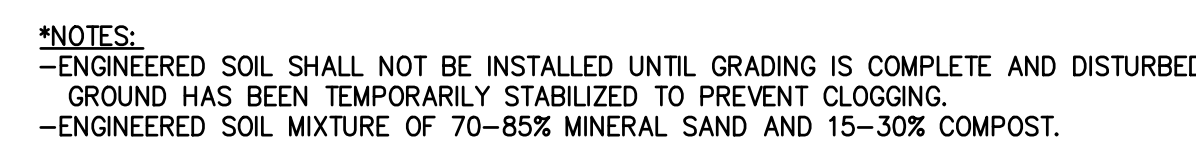
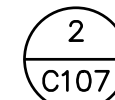
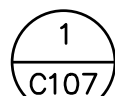
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Davenport, Iowa 52801

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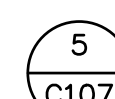
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PLANT CLUSTER	SIZE	TOTAL PLUGS
A	PLUG	330
B	PLUG	300
C	PLUG	330
D	PLUG	260
E	PLUG	320
F	PLUG	400

••1 PLUG FOR EVERY 2 SQUARE FEET

PLANTING PLAN



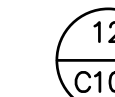
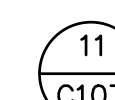
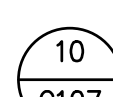
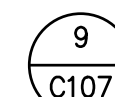
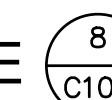
NOTES:
1. INSTALL REMOVABLE WATERTIGHT TOP FLUSH WITH THE FINISH GRADE
2. SEE THE STORM SEWER PLAN FOR INVERT AND RIM ELEVATIONS.

GENERAL NOTES:

1. PREPARE SLOPE BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF LIME, FERTILIZER, AND SEED. NOTE: WHEN USING CELL-O-SEED DO NOT SEED THE CELL-O-SEED MUST BE PLACED IN THE TRENCH AND COVERED DOWN.
2. BEGIN AT THE TOP OF THE SLOPE BY ANCHORING THE BLANKET IN A 6" DEEP BY 6" WIDE TRENCH; BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS DOWN THE SLOPE IN THE DIRECTION OF THE WATER FLOW.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 27" OVERLAP; WHEN THE BLANKETS ARE SPREAD DOWN THE SLOPE, THE BLANKETS END OVER THE HANGING STYLE WITH APPROXIMATELY 6" OVERLAP. STAPLE THROUGH OVERLAPPED AREA APPROXIMATELY 12" APART.

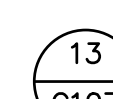
[illegible]

NOTES:
ENDWALL APRON SHALL BE PLACED
LEVEL WITH THE TOP OF THE RIPRAP.
PLACE FILTER FABRIC BENEATH THE
PROPOSED RIPRAP.
ALL ENDWALLS SHALL HAVE A TRASH
GUARD



NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAYS. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEANOUT. ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.



Office Locations:

Davenport
220 Emerson Place, Suite 30
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204

T: 414.226.0200

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Sheboygan, Wisconsin 53082

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PROPOSED SITE PLAN
Concessions Building and Dugouts
West DePere School District
1155 Westwood Drive, DePere, WI 54426

REVISIONS:

	DATE	DESCRIPTION
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Project Number:

3273

Issued For:

Construction Documents
04/10/2019

Sheet Title:

Site Details

Sheet Number:

C107

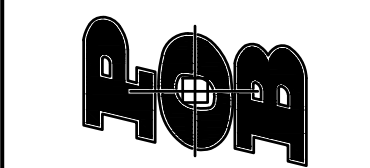
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Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
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Title:

REVISIONS:

	DATE	DESCRIPTION
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Project Number:

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Construction Documents
04/10/2019

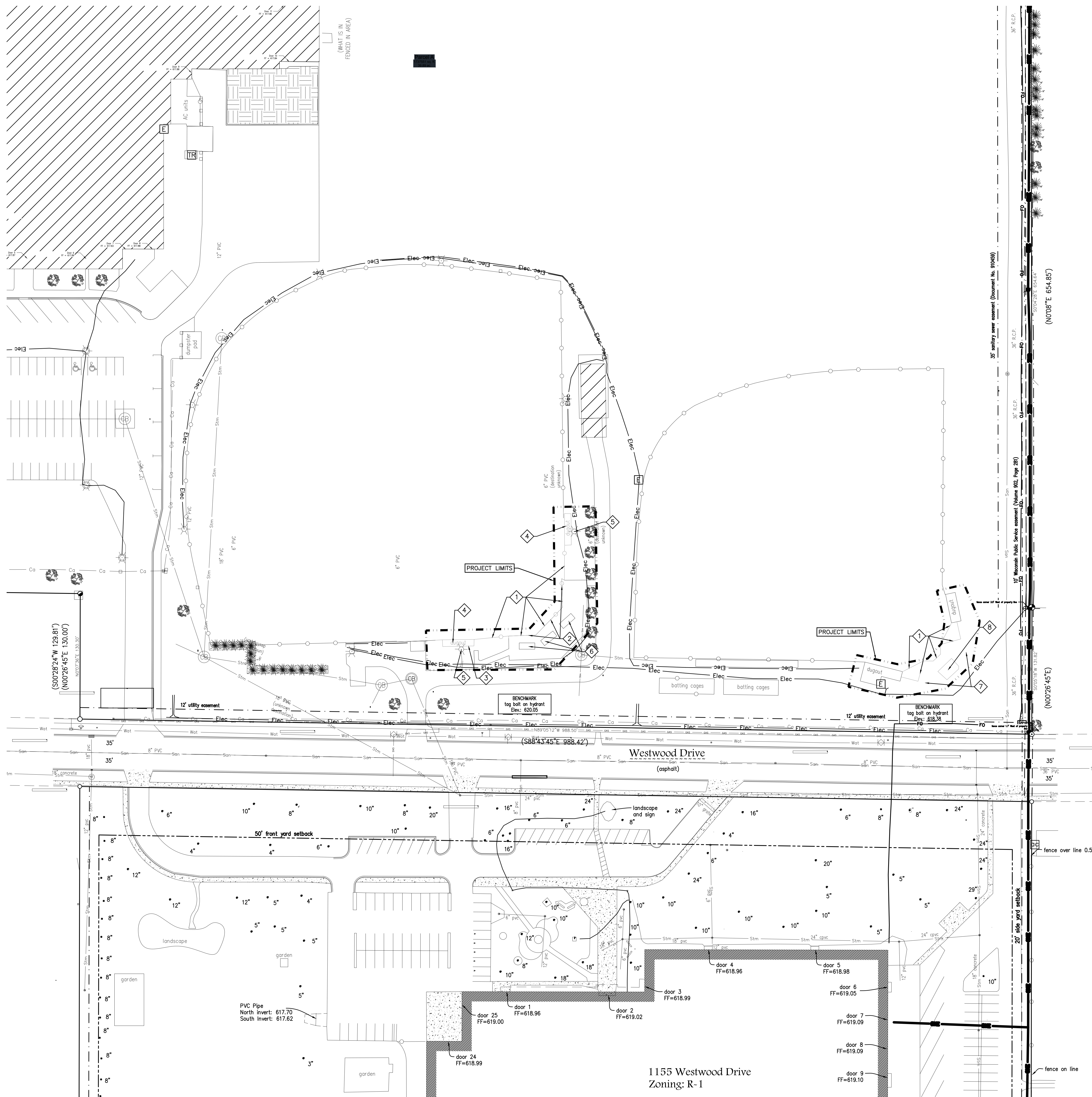
Sheet Title:

**Baseball Field
Site Demolition Plan
(Alternate)**

Sheet Number:

C200

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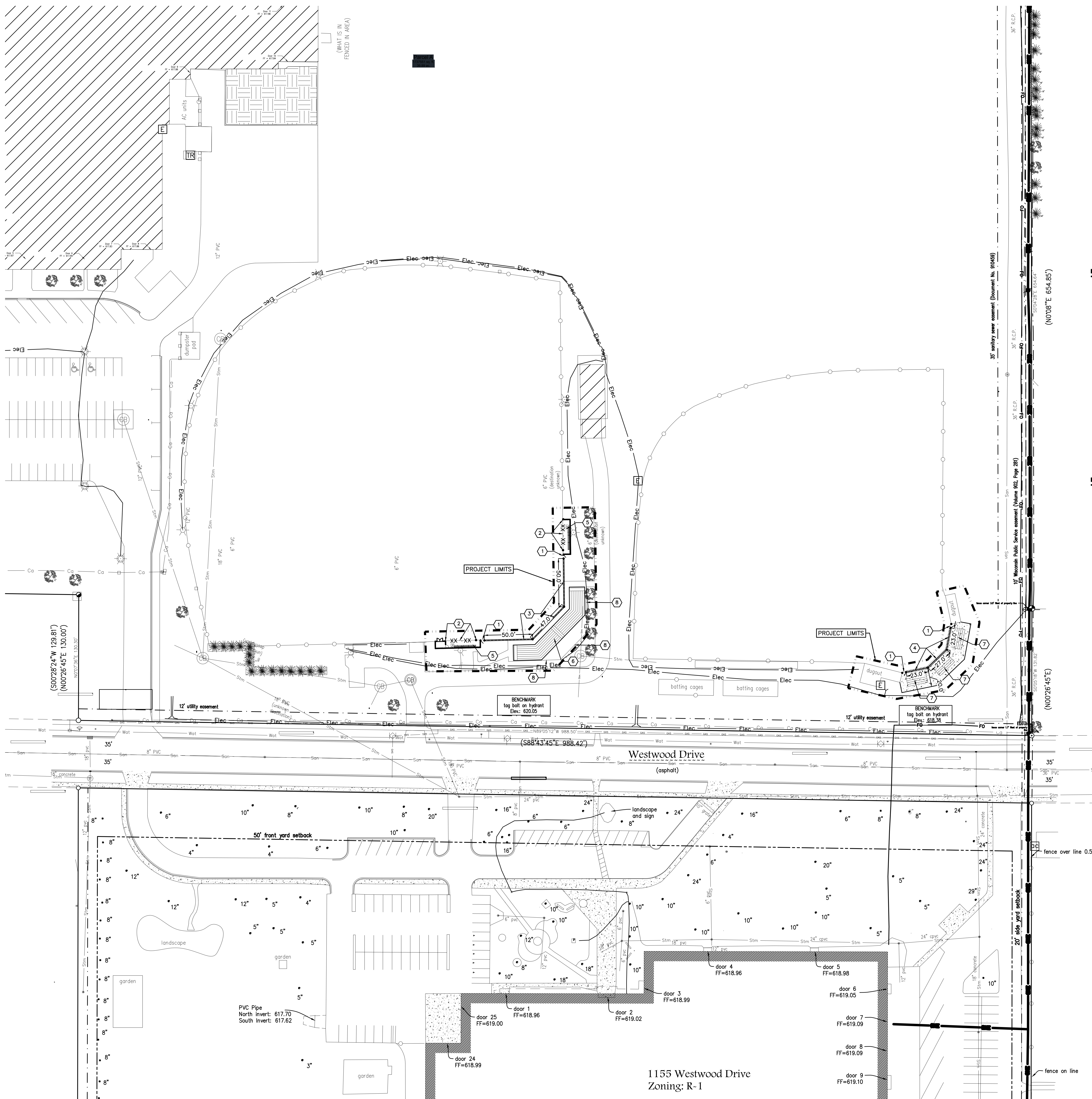


GENERAL NOTES:

1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE AND DEPOSED OF IN A MANNER EXCEPT FOR THOSE ITEMS NOTED TO BE SALVAGED, WHICH SHOULD BE TURNED OVER TO THE OWNER.
3. INSTALL ALL REQUIRED EROSION CONTROL MEASURES FOR PERIMETER PROTECTION PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
4. ALL BIDDERS PLANNING ON SUBMITTING A BID SHALL VISIT THE SITE AND REVIEW THE EXISTING CONDITIONS PRIOR TO THE BID.
5. COORDINATE WITH THE OWNER AND LOCAL UTILITY COMPANIES TO LOCATE ANY EXISTING PRIVATE UTILITIES ON SITE PRIOR TO THE START OF WORK.
6. VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF WORK.
7. STRIP TOPSOIL WITHIN THE PROJECT LIMITS IN ACCORDANCE WITH THE PROJECT MANUAL SPECIFICATIONS.
8. PRIOR TO PERFORMING WORK WITHIN PUBLIC RIGHT OF WAYS, NOTIFY AND COORDINATE WORK WITH THE LOCAL MUNICIPALITY.
9. ALL CONTRACTORS SHALL KEEP CONSTRUCTION EQUIPMENT AND MATERIAL STORAGE AREAS OUTSIDE THE GENERAL LIMITS OF EVERYDAY CONSTRUCTION.
10. PROJECT LIMITS LINE LOCATION IS APPROXIMATE AND SHOWN FOR INFORMATION ONLY. NO SPECIFICATIONS FOR ALL ITEMS THAT ARE TO BE PART OF THE PROPOSED CONSTRUCTION.

KEYNOTES:

- 1 REMOVE CHAINLINK BACKSTOP FENCE
- 2 REMOVE EXISTING SPEAKER SYSTEM ON CHAINLINK BACKSTOP
- 3 MAINTAIN WATER SPOUT AT EXISTING DUGOUT
- 4 REMOVE MASONRY DUGOUTS/ FOUNDATIONS
- 5 MAINTAIN STADIUM LIGHTS
- 6 REMOVE/ SALVAGE EXISTING ALUMINUM BLEACHERS
- 7 STRIP/ REMOVE TOPSOIL IN PROPOSED CONCRETE AREA
- 8 REMOVE CONCRETE SLAB/ GRAVEL



GENERAL NOTES:

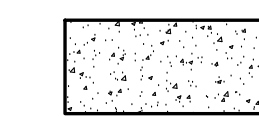
1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. GRADE, LINE, AND LEVEL TO BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
3. ALL REQUIRED EROSION CONTROL MEASURES ARE TO BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH LOCAL MUNICIPAL AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
4. SEE EROSION CONTROL PLAN FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
5. ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE COORDINATED WITH PROPER UTILITY COMPANY.
6. VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
7. ALL BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO SUBMITTING A BID.
8. PRIOR TO THE START OF WORK VERIFY WITH THE LOCAL AUTHORITIES THAT ALL REQUIRED PERMITS HAVE BEEN ACQUIRED.
9. COORDINATE CONSTRUCTION IN THE RIGHT OF WAY WITH THE LOCAL AUTHORITIES.
10. PROVIDE PROPER BARRICADES, SIGNS AND TRAFFIC CONTROL TO MAINTAIN THRU TRAFFIC ALONG ADJACENT STREETS IN ACCORDANCE WITH LOCAL MUNICIPAL REQUIREMENTS.
11. SIDEWALK JOINTS TO BE AS INDICATED OR AS APPROVED BY CONSTRUCTION MANAGER.
12. ALL SAWCUTS SHALL BE AT AN EXISTING JOINT IN THE CURB AND PAVEMENT.
13. ALL NEW CONCRETE PAVEMENT AND CURB ON ADJACENT STREET SHALL BE TIED IN ACCORDANCE WITH DETAILS.
14. ALL GENERAL LANDSCAPE AREAS SHALL BE SEEDED/FERTILIZED/CRIMP HAY MULCHED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.

KEYNOTES:

- ① 4" W X 7" H VINYL COATED PEDESTRIAN GATE (8 C106)
- ② 7" H VINYL COATED CHAINLINK FENCE (5 C106, 6 C106)
- ③ 35" H BACKSTOP NETTING SYSTEM OVER 3' H MASONRY WALL. INSTALL PROTECTIVE PADDING ALONG FACE OF WALL. SEE ARCHITECTURAL PLANS FOR WALL CONSTRUCTION.
- ④ 35" H BACKSTOP NETTING SYSTEM OVER 3' H VINYL COATED CHAINLINK FENCE (12 C106)
- ⑤ VARSITY MASONRY DUGOUTS (SEE ARCHITECTURAL PLANS)
- ⑥ NEW 500 CAPACITY BLEACHERS
- ⑦ RELOCATED PORTABLE BLEACHERS ON NEW 4" CONCRETE PAD
- ⑧ EXISTING EDGE OF CONCRETE PAVEMENT

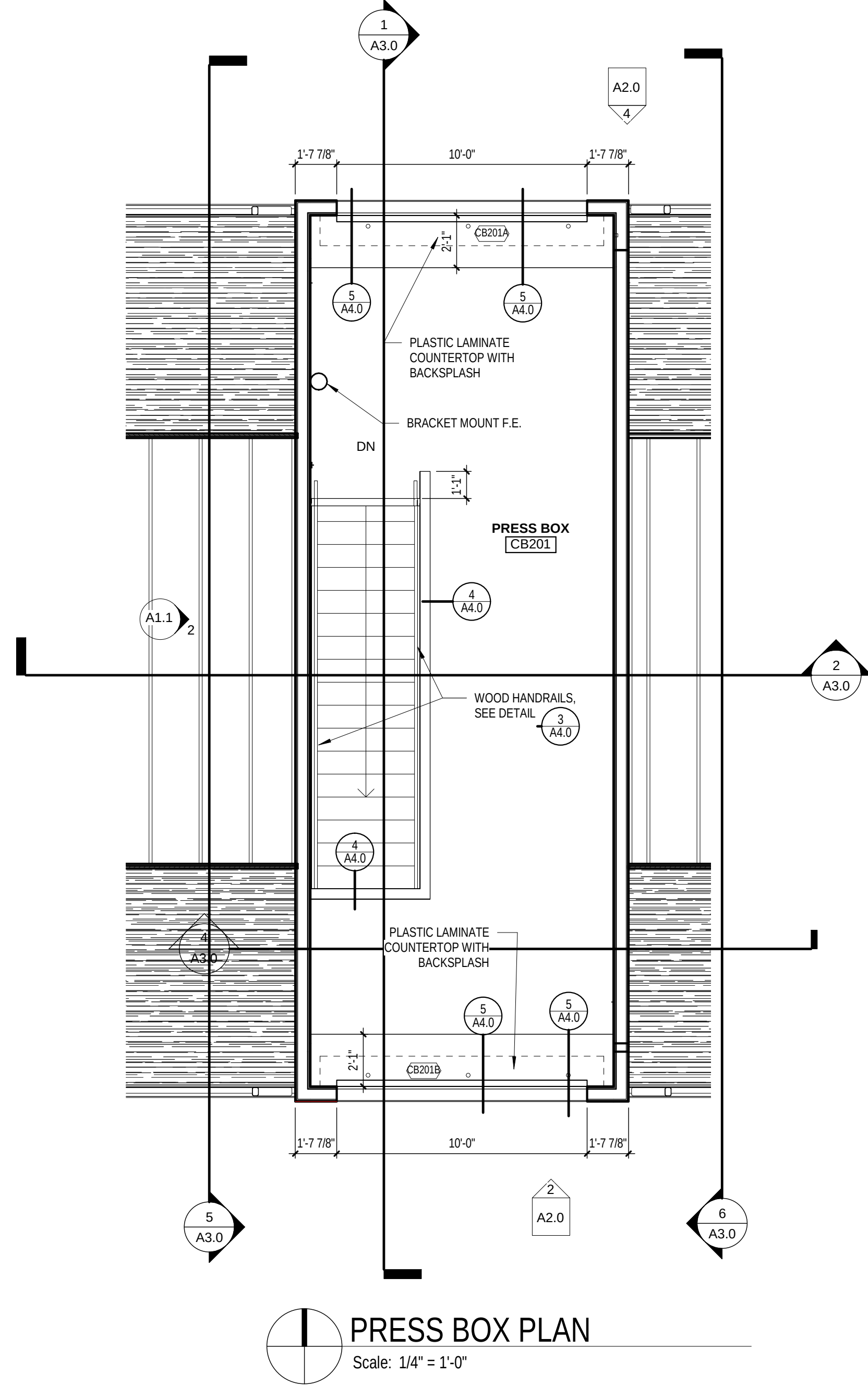
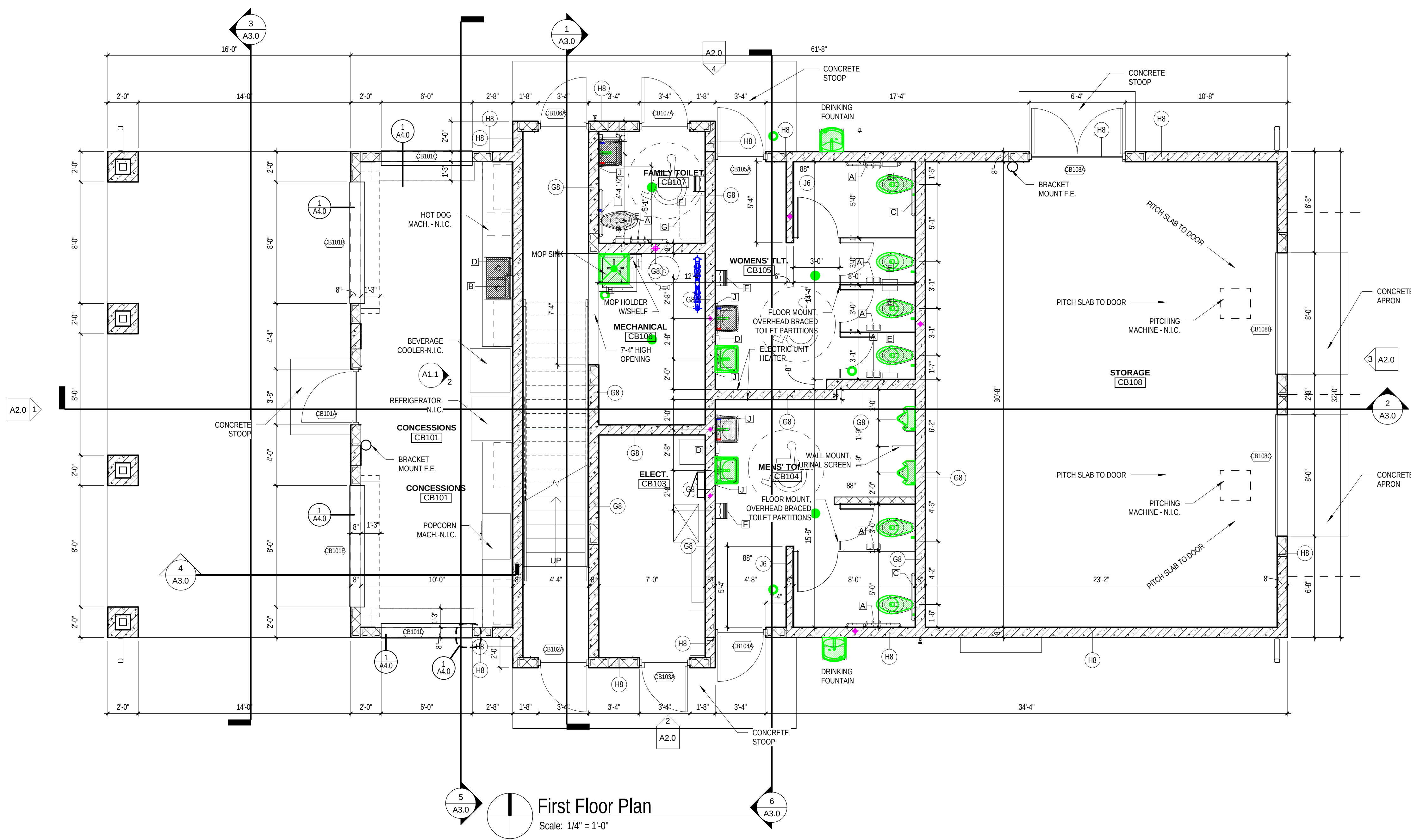
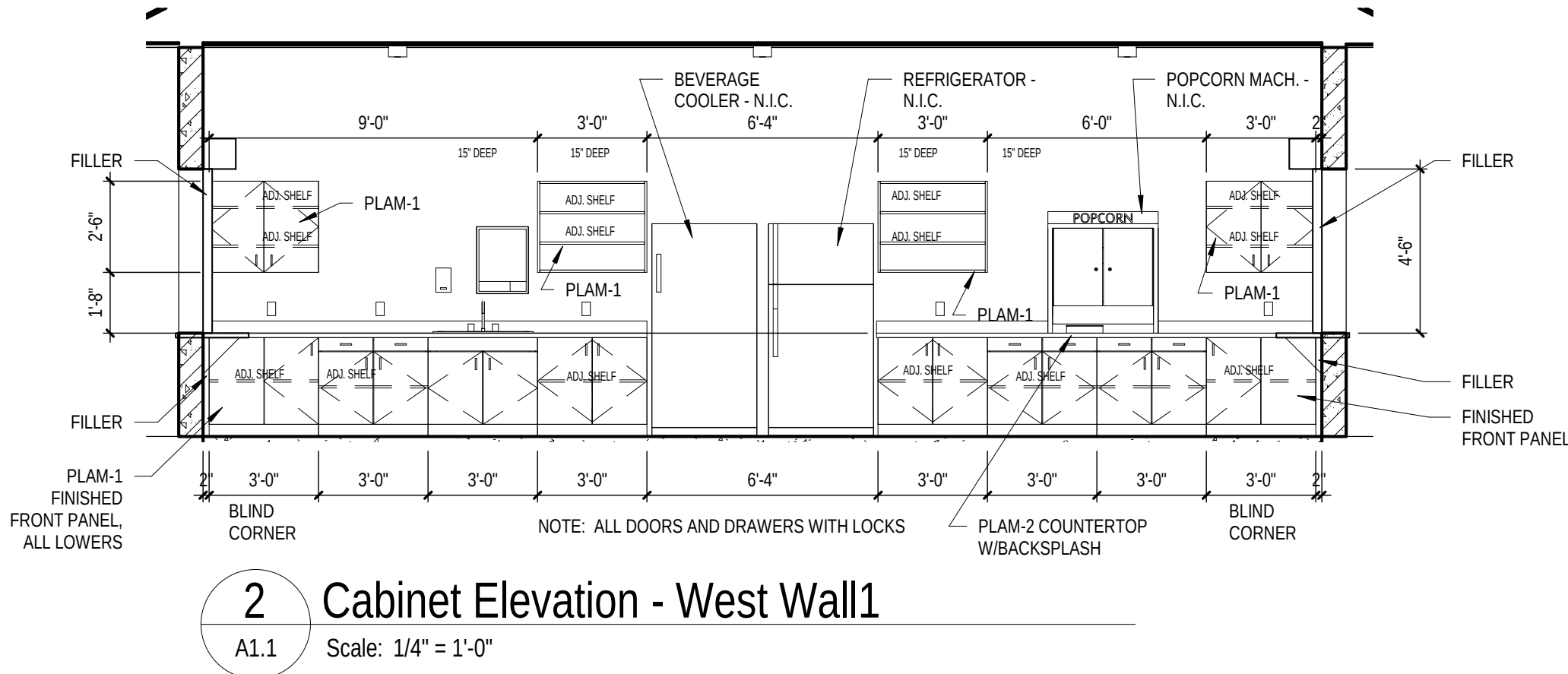
SURFACE HATCH PATTERNS:

PROPOSED 4" CONCRETE PAVEMENT W/ 6" BASE COURSE



2 C106

Keyed Accessories Schedule		
Type Mark	Description	Furnished & Installed
A	Toilet Paper Dispenser - 2 Roll	Owner furnished / Contractor installed
B	Paper Towel Dispenser - Surface Mounted	Owner furnished / Contractor installed
C	Grab Bar (36" back, 42" side, 18" vert.)	Contractor furnished / Contractor installed
D	Soap Dispenser - Surface Mounted	Owner furnished / Contractor installed
E	Sanitary Napkin Receptacle - Surface Mounted	Contractor furnished / Contractor installed
F	Electric Hand Dryer	Contractor furnished / Contractor installed
G	Baby Changing Station	Contractor furnished / Contractor installed
H	Utility Shelf with Rag Hooks and Broom Holders	Contractor furnished / Contractor installed
J	Mirror 2'-0" x 3'-0"	Contractor furnished / Contractor installed



Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

Sheboygan
1227A North 8th Street
PO Box 955
Sheboygan, Wisconsin 53082
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Project Title:
**Westwood Elementary
Concessions Building and Dugouts
School District of West De Pere
1155 Westwood Drive, De Pere, WI 54115**

REVISIONS:		
DATE	DESCRIPTION	

Project Number:
3273WC

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Construction Documents

Sheet Title:
Concessions Floor Plans, Accessory Schedule, Cabinet Elevation

Sheet Number:

A1.1

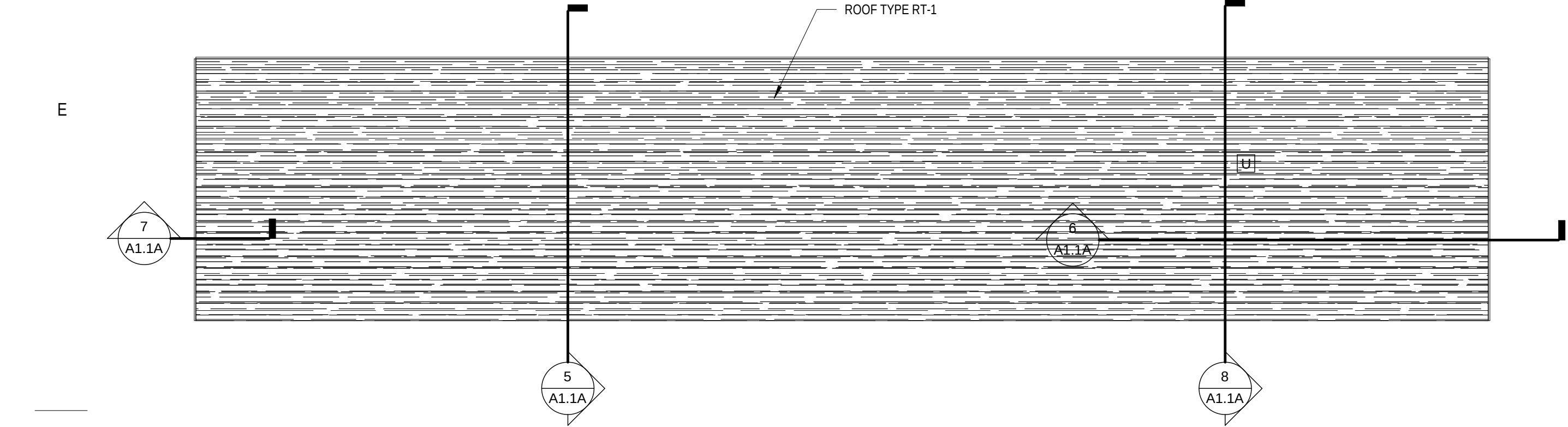
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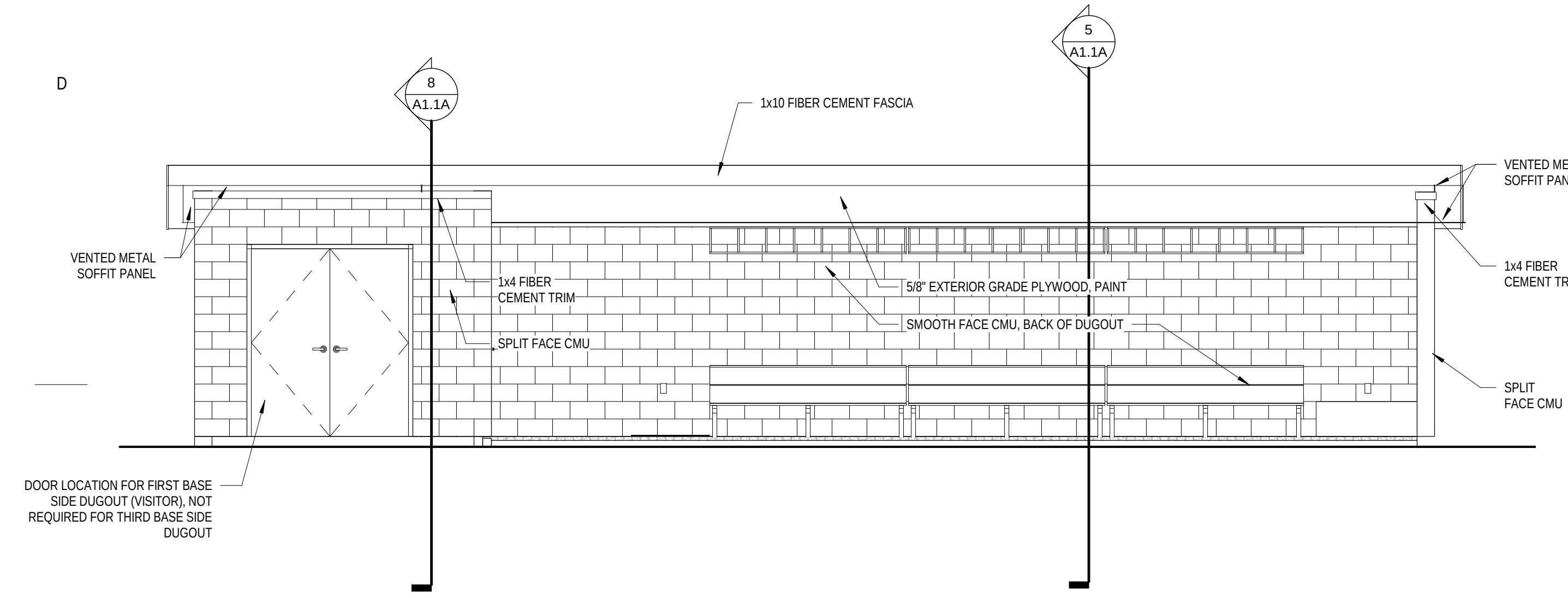
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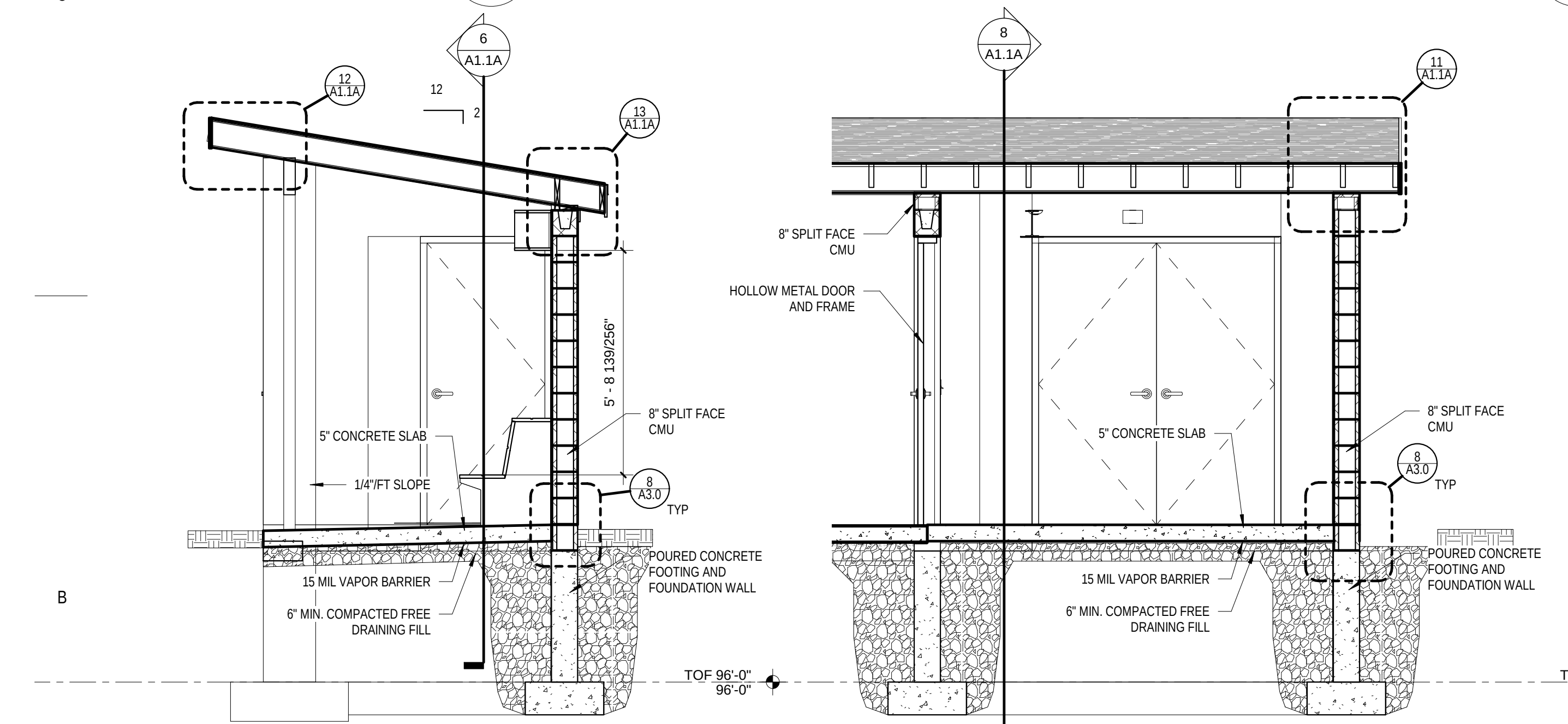
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Roof Plan - Varsity Dugouts
Scale: 1/4" = 1'-0"

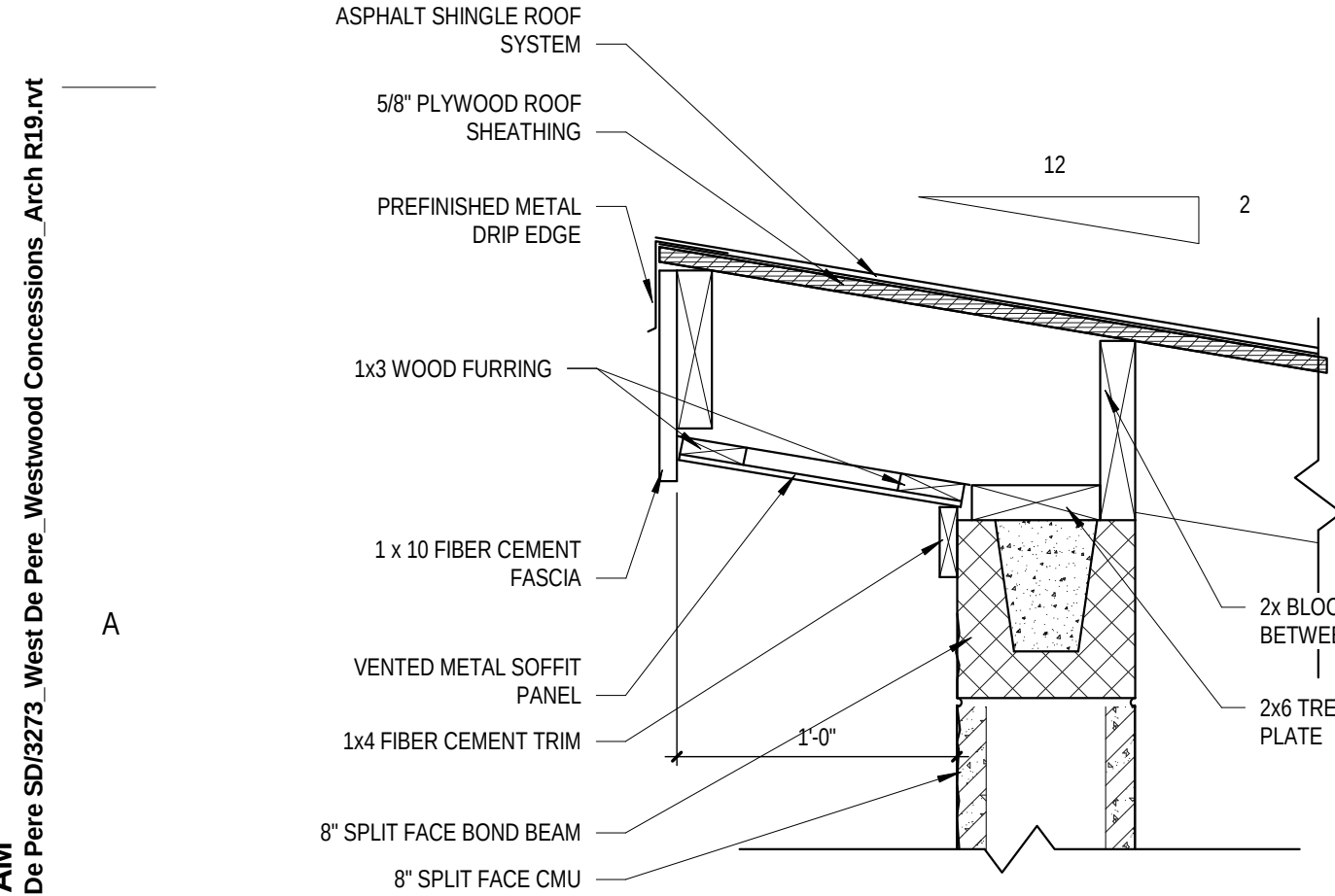


1 Varsity Dugout - Front Elevation
Scale: 1/4" = 1'-0"

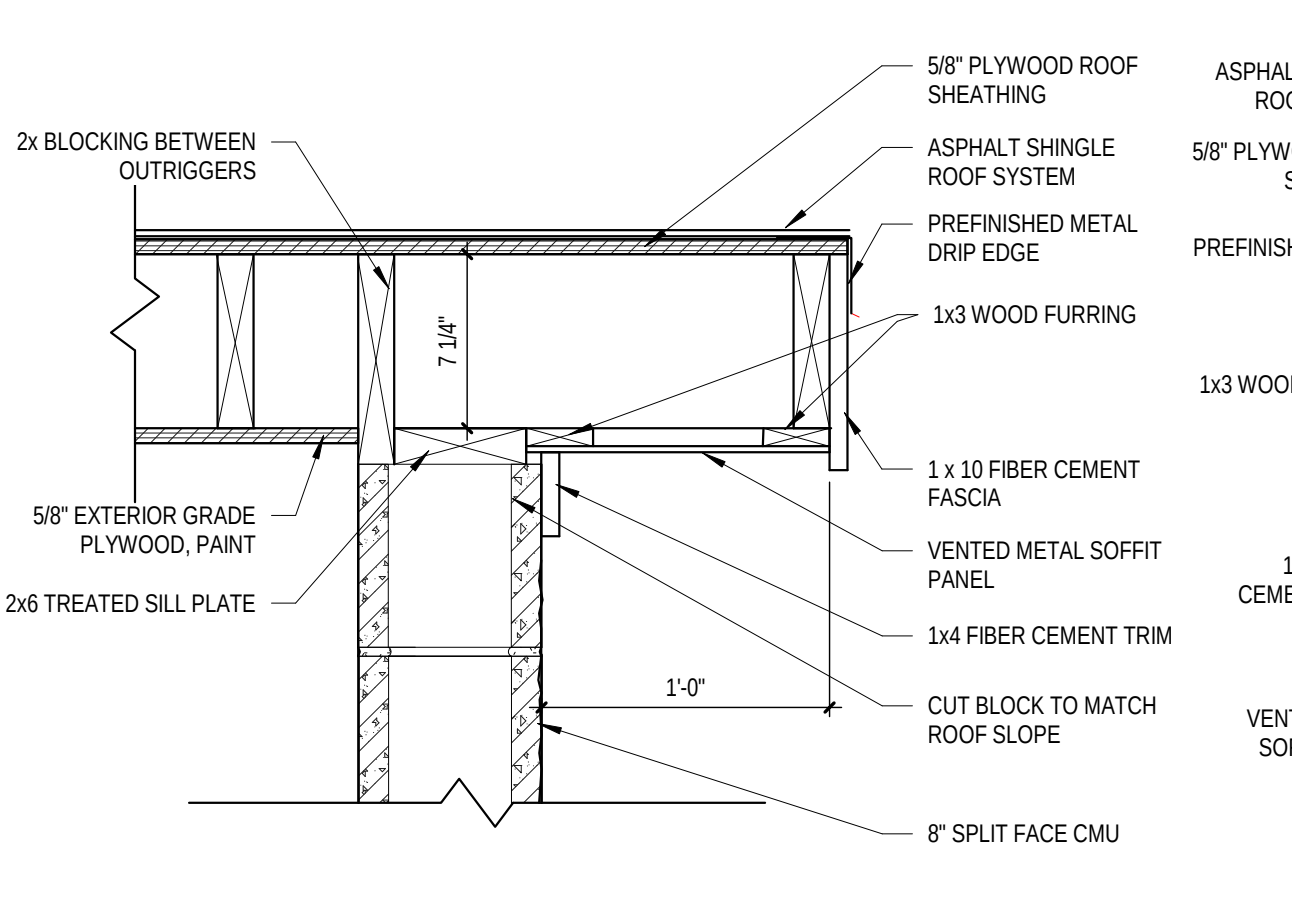


5 Dugout Section A
Scale: 3/8" = 1'-0"

6 Dugout Section B
Scale: 3/8" = 1'-0"

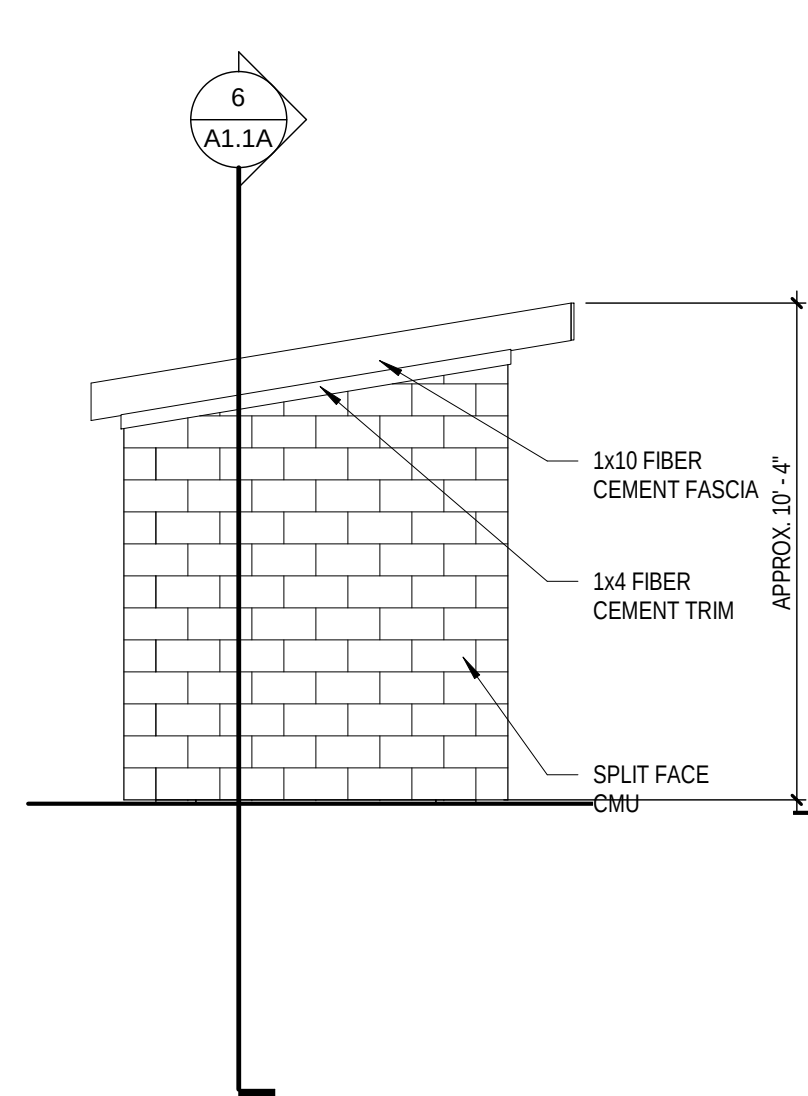


10 Dugout High Eave Detail A
Scale: 1 1/2" = 1'-0"

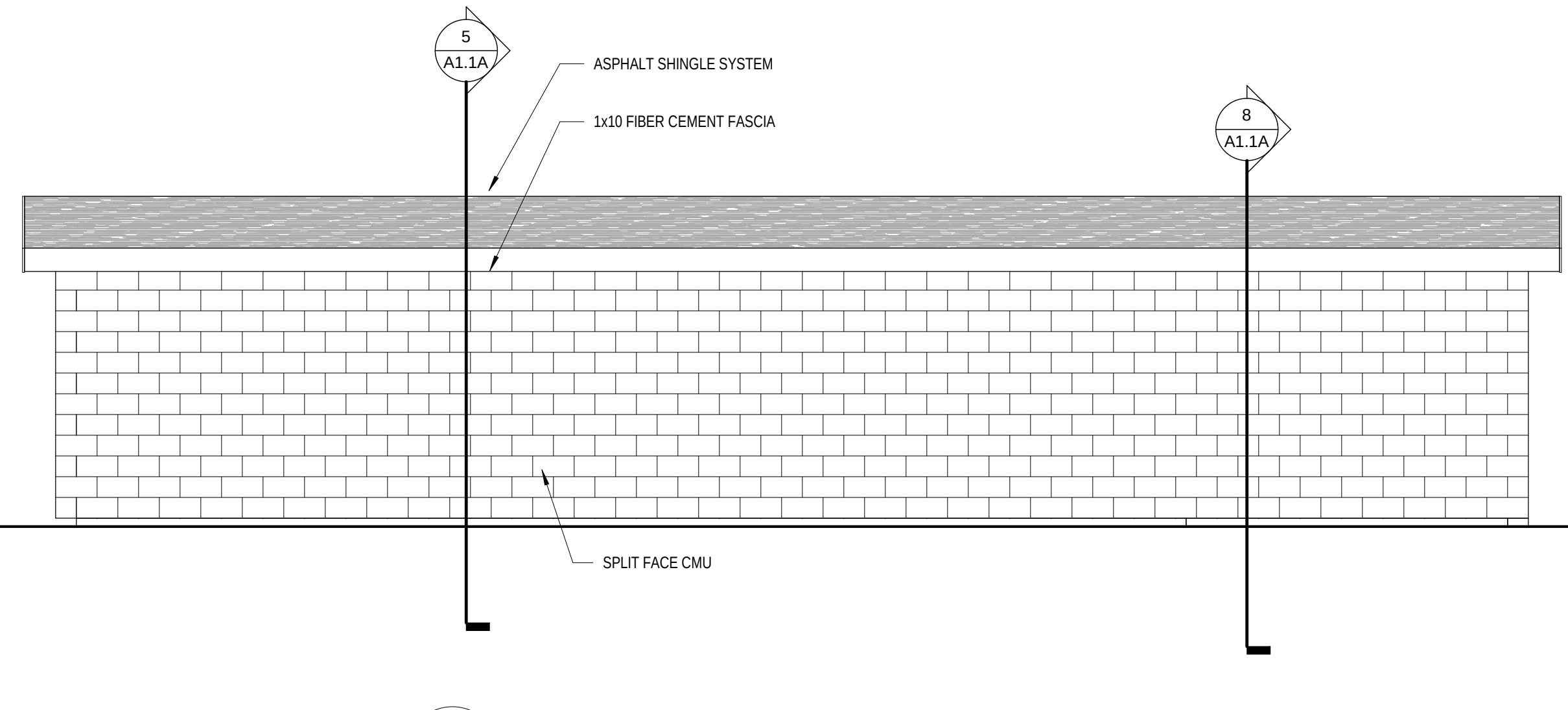


11 Dugout Raked End Detail
Scale: 1 1/2" = 1'-0"

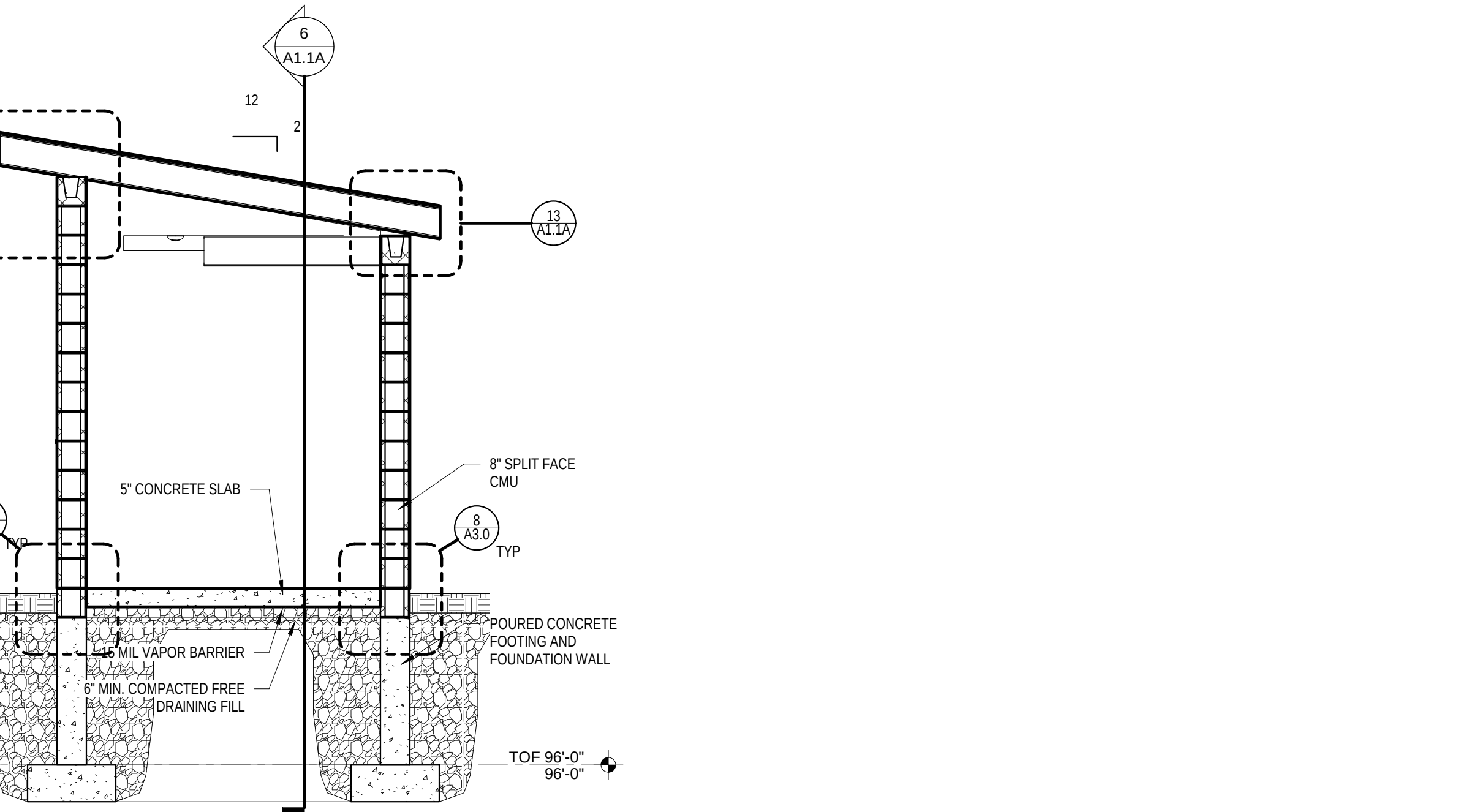
- ### ROOF PLAN LEGEND & NOTES
- ROOF TYPE 1 : ASPHALT SHINGLE SYSTEM
 : #15 FELT UNDERLAYMENT, UNLESS NOTED OTHERWISE
 : 5/8" PLYWOOD SHEATHING ROOF DECK
- ALL ROOF SLOPES TO BE 6:12 ON CONCESSIONS BUILDING, 2:12 ON DUGOUTS
 - NOT ALL ROOF PENETRATIONS ARE SHOWN. ROOFING CONTRACTOR TO VERIFY PENETRATIONS WITH ALL BUILDING TRADES.
 - SEE HVAC DRAWINGS FOR SIZES, QUANTITIES, LOCATIONS AND TYPES OF HVAC PENETRATIONS AND ROOF TOP MOUNTED EQUIPMENT.
 - SEE DETAIL FOR VENT PIPE FLASHING DETAIL. VERIFY ALL LOCATIONS AND QUANTITIES W/ PLUMBING CONTRACTOR.



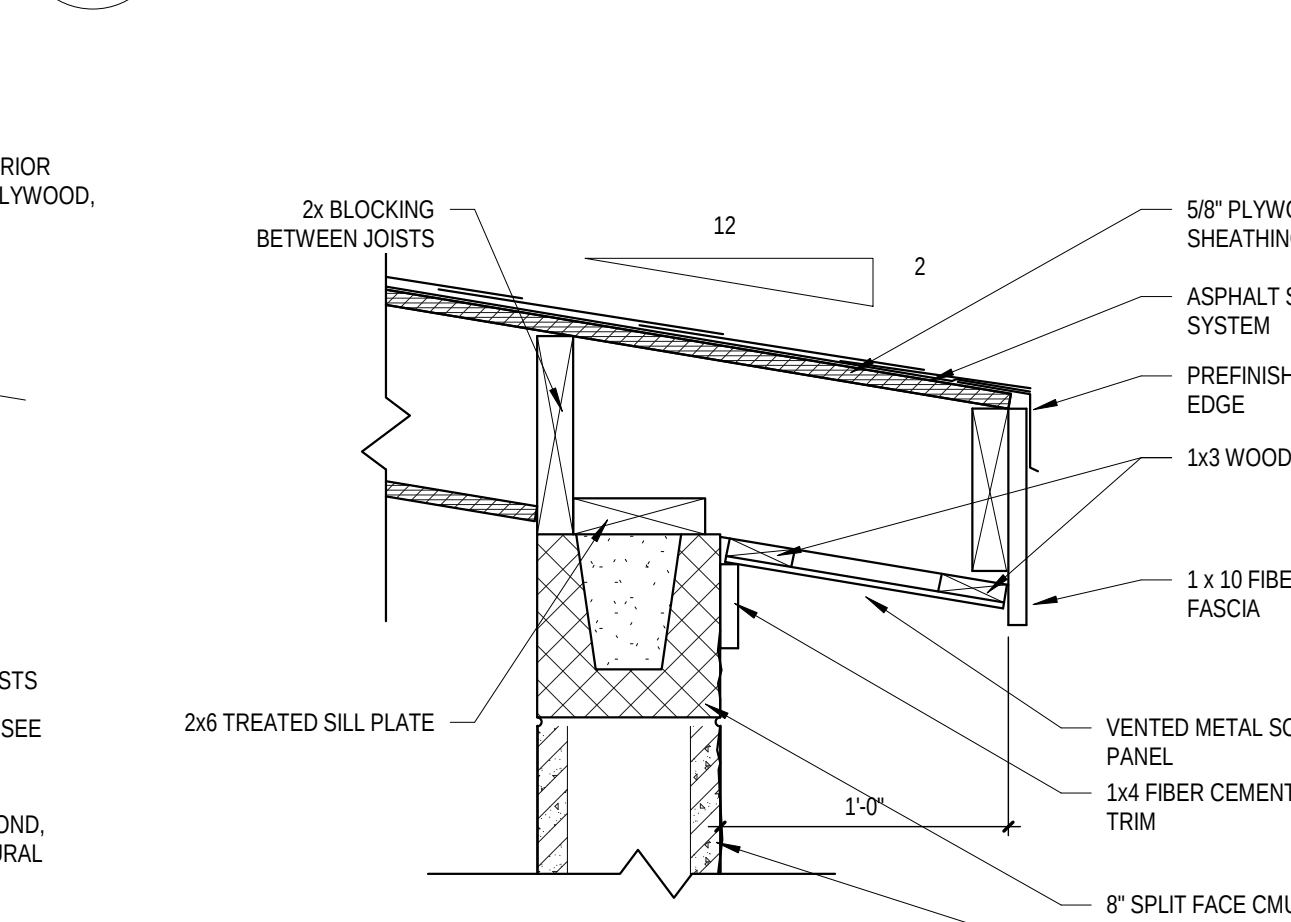
2 Varsity Dugout - Side Elevation A
Scale: 1/4" = 1'-0"



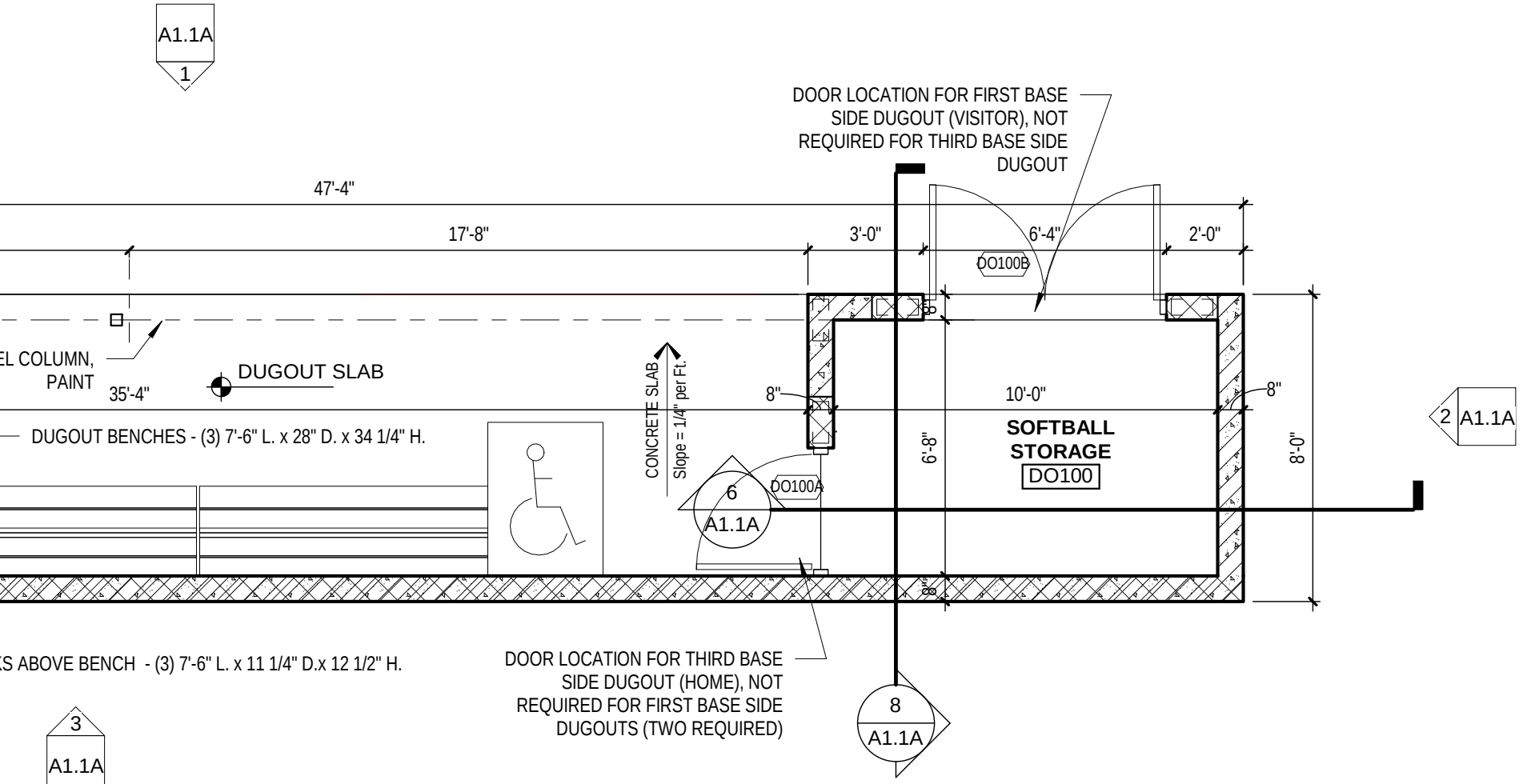
3 Varsity Dugout - Rear Elevation
Scale: 1/4" = 1'-0"



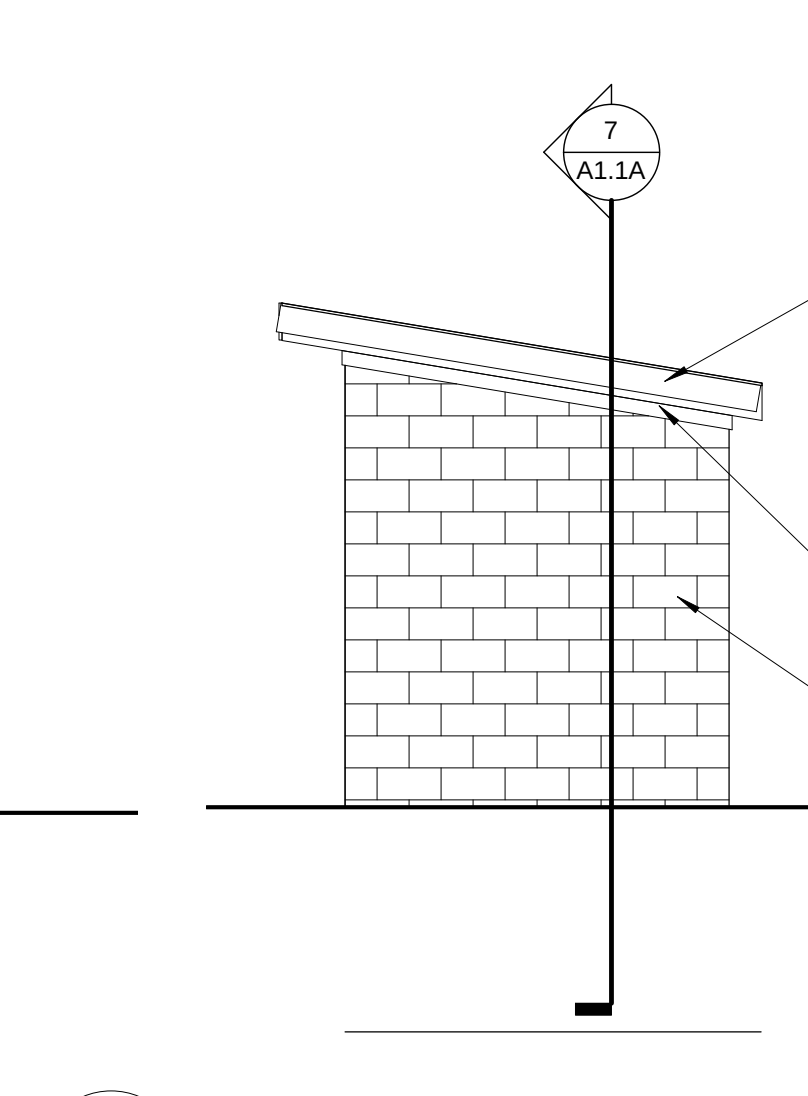
7 Dugout Section C
Scale: 3/8" = 1'-0"



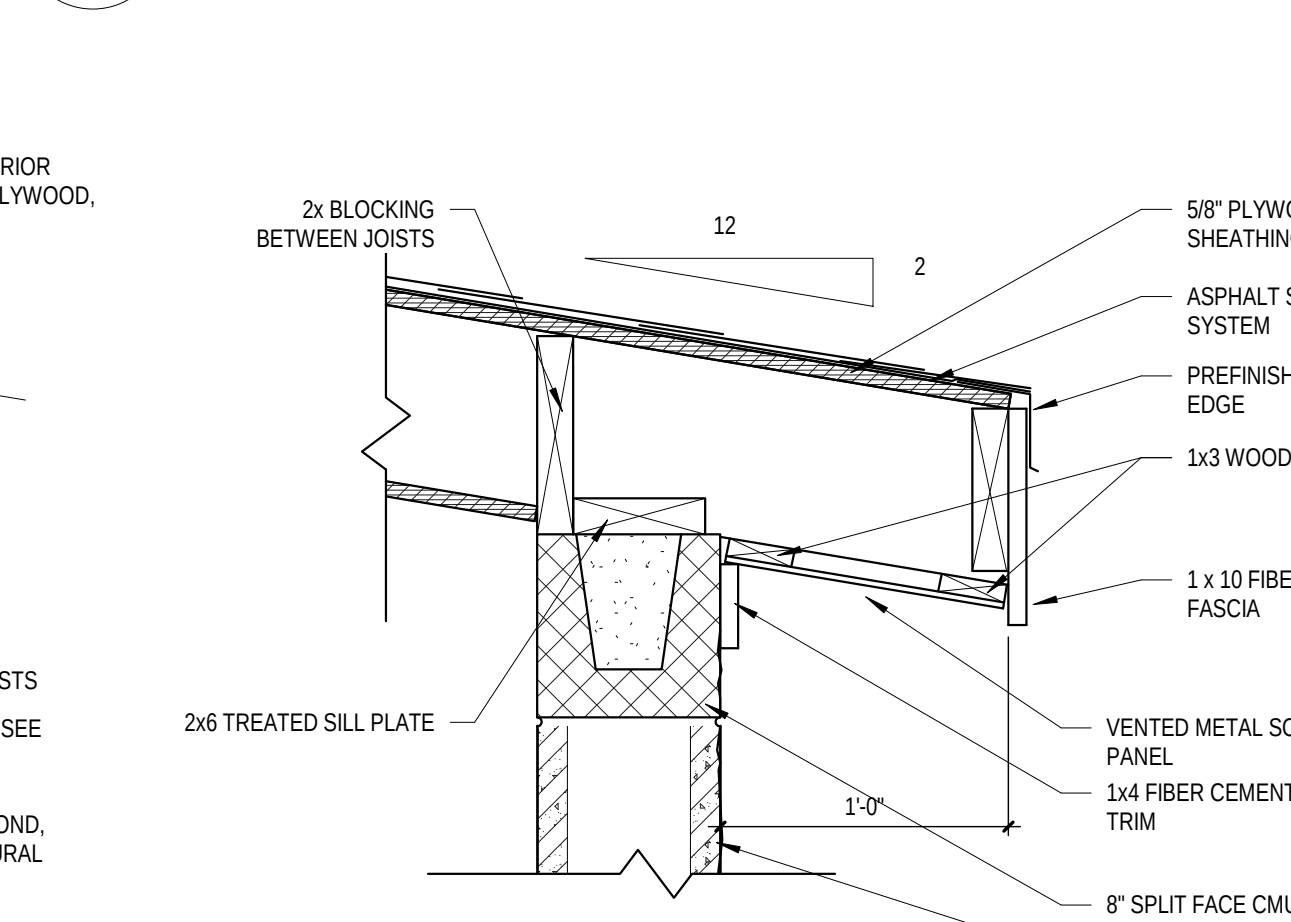
12 Dugout High Eave Detail B
Scale: 1 1/2" = 1'-0"



Floor Plan - Varsity Dugouts - 3 Required
Scale: 1/4" = 1'-0"



4 Varsity Dugout - Side Elevation B
Scale: 1/4" = 1'-0"



13 Dugout Low Eave Detail
Scale: 1 1/2" = 1'-0"



Office Locations:

Davenport
220 Emerson Place, Suite 301
Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

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1227A North 8th Street
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1155 Westwood Drive, De Pere, WI 54115**

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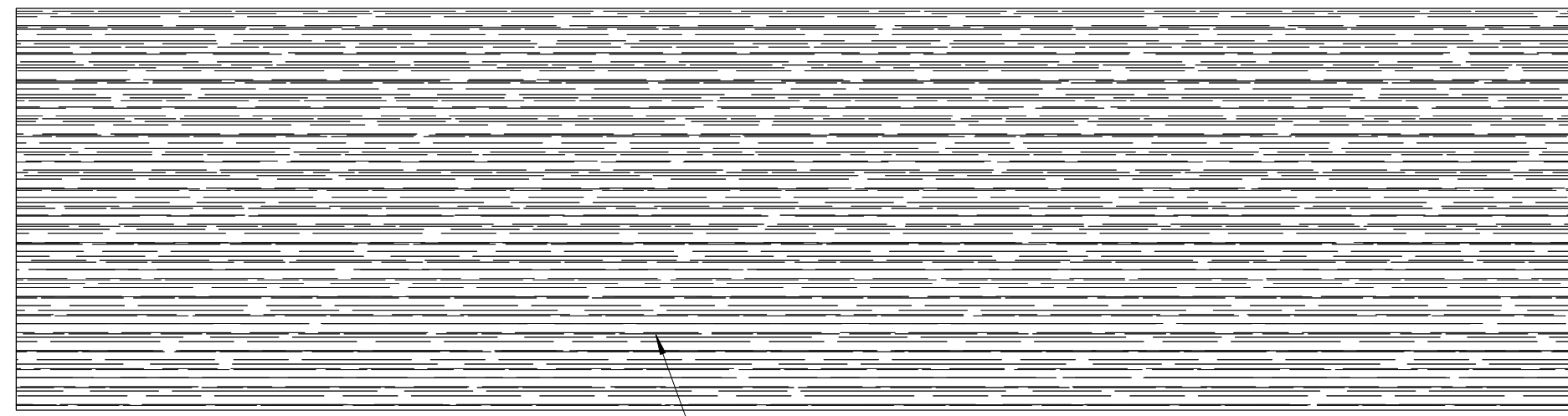
Project Number:
3273WC

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04/19/2019

Sheet Title:
**Varsity Dugout
Plans, Elevations
and Sections**

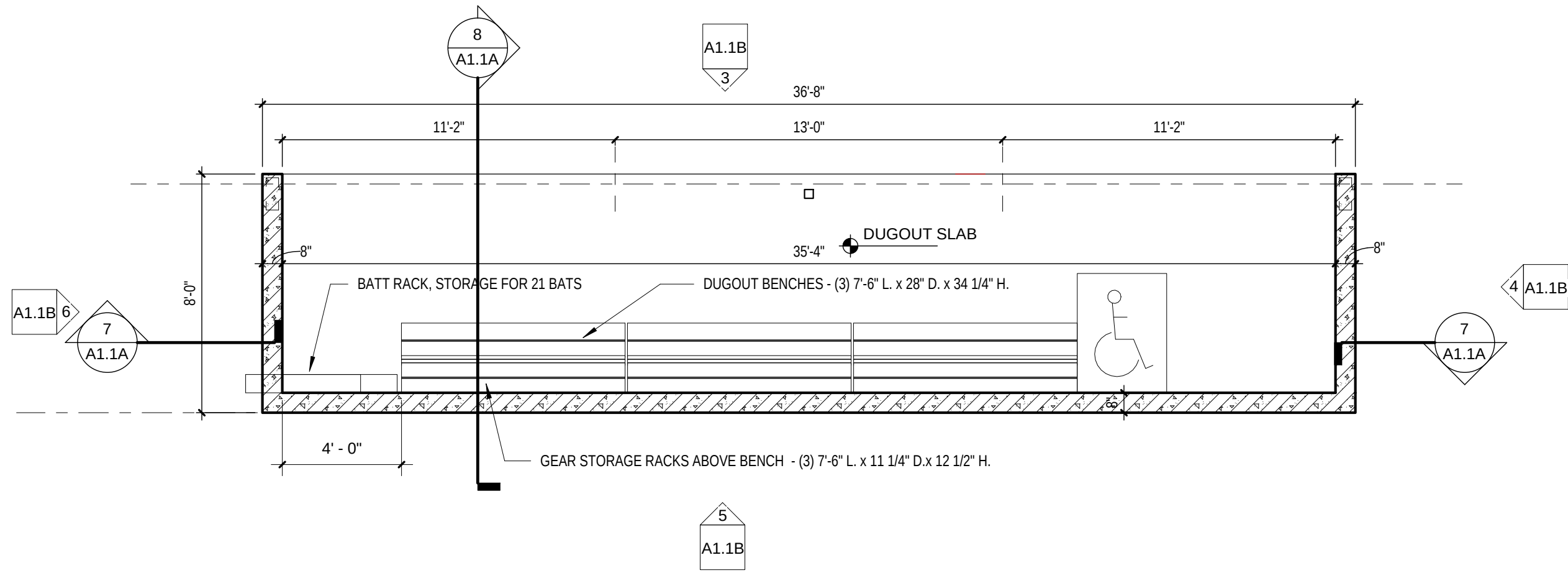
Sheet Number:
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Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (6132 : Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and co)

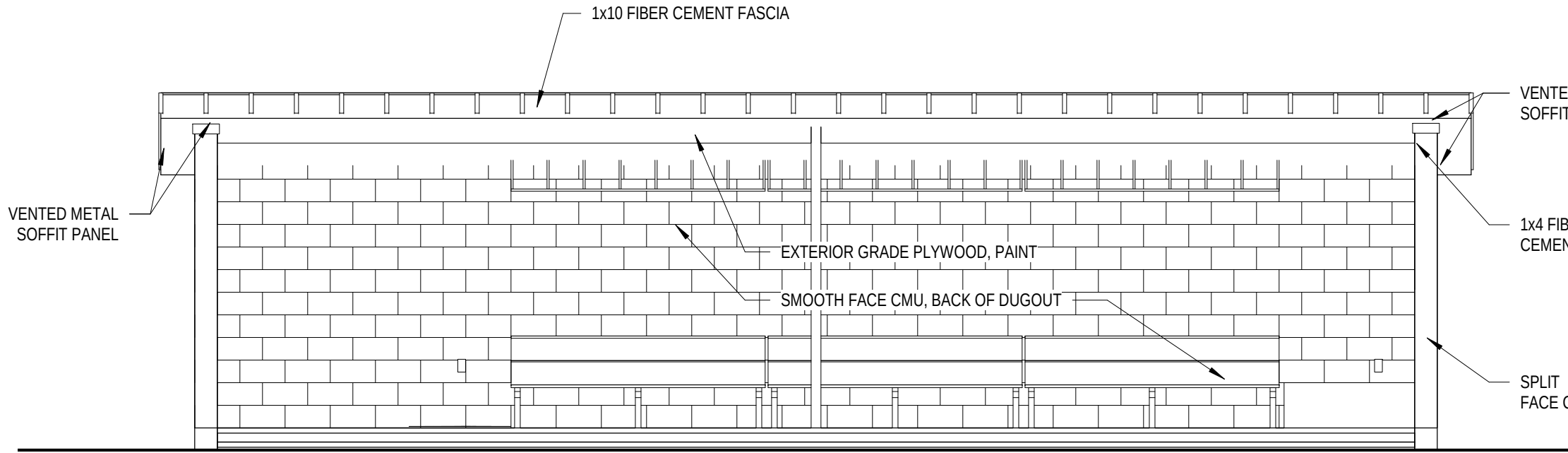


Roof Plan - Baseball Visitor Dugout
Scale: 1/4" = 1'-0"

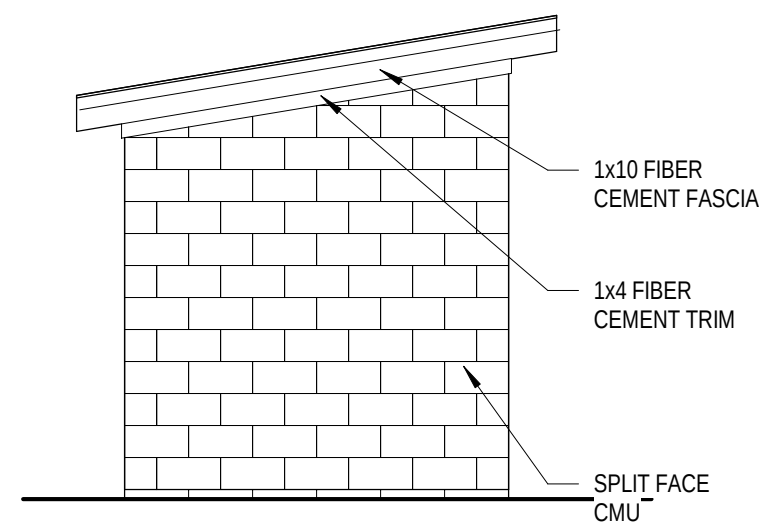
ROOF PLAN LEGEND & NOTES		
ROOF TYPE 1 (RT-1):	•	ASPHALT SHINGLE SYSTEM
	•	#15 FELT UNDERLAYMENT, UNLESS NOTED OTHERWISE
	•	5/8" PLYWOOD SHEATHING ROOF DECK
1.	ALL ROOF SLOPES TO BE 6:12 ON CONCESSIONS BUILDING, 2:12 ON DUGOUTS.	
2.	NOT ALL ROOF PENETRATIONS ARE SHOWN, ROOFING CONTRACTOR TO VERIFY PENETRATIONS WITH ALL BUILDING TRADES.	
3.	SEE HVAC DRAWINGS FOR SIZES, QUANTITIES, LOCATIONS AND TYPES OF HVAC PENETRATIONS AND ROOF TOP MOUNTED EQUIPMENT.	
4.	SEE DETAIL FOR VENT PIPE FLASHING DETAIL, VERIFY ALL LOCATIONS AND QUANTITIES W/ PLUMBING CONTRACTOR.	



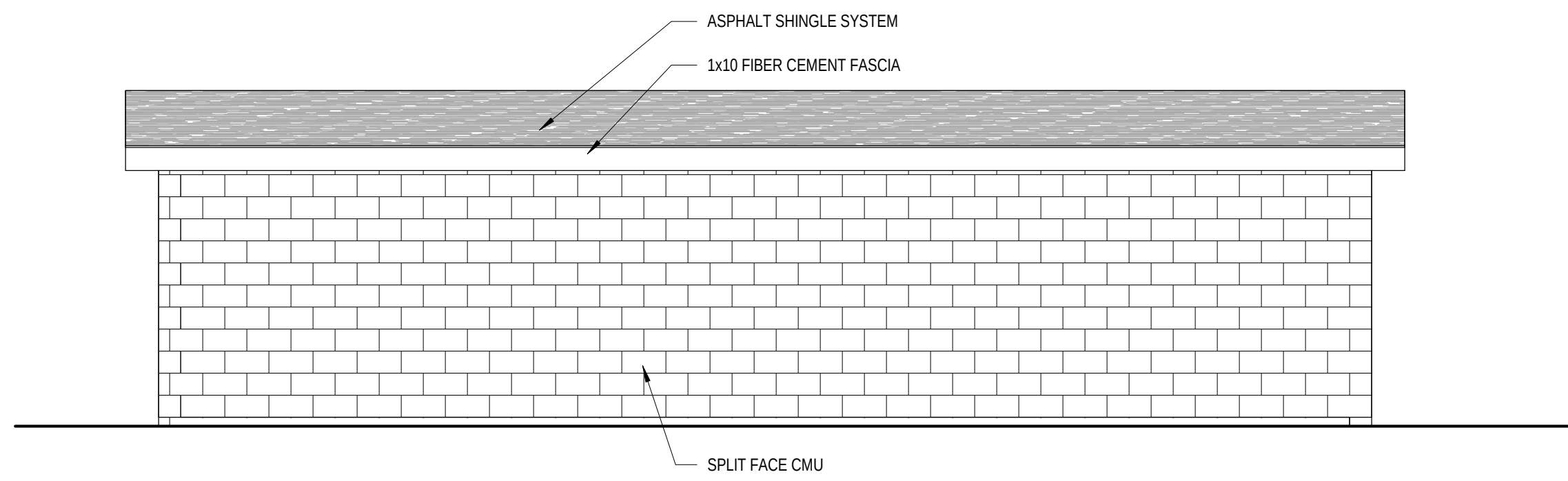
Baseball Visitor Dugout Plan
Scale: 1/4" = 1'-0"



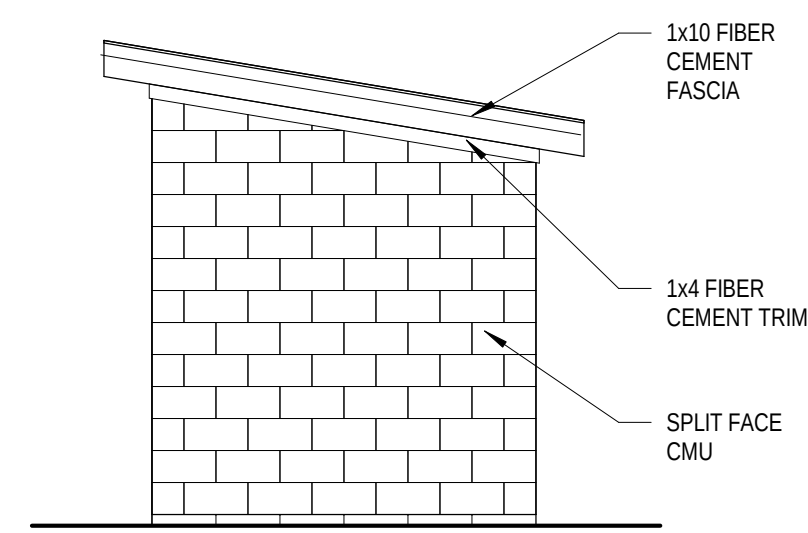
3 Baseball Visitor Dugout - Front Elevation
A1.1B Scale: 1/4" = 1'-0"



4 BB Visitor Dugout - Side Elevation A
A1.1B Scale: 1/4" = 1'-0"



5 Baseball Visitor Dugout - Rear Elevation
A1.1B Scale: 1/4" = 1'-0"



6 BB Visitor Dugout - Side Elevation B
A1.1B Scale: 1/4" = 1'-0"

Project Title:

**Westwood Elementary
Concessions Building and Dugouts
School District of West De Pere
1155 Westwood Drive, De Pere, WI 54115**

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DATE	DESCRIPTION
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Project Number:

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Sheet Title:

**Varsity Baseball
Visitor & JV
Softball Dugout
Plans, Elevations
and Sections**

Sheet Number:

A1.1B

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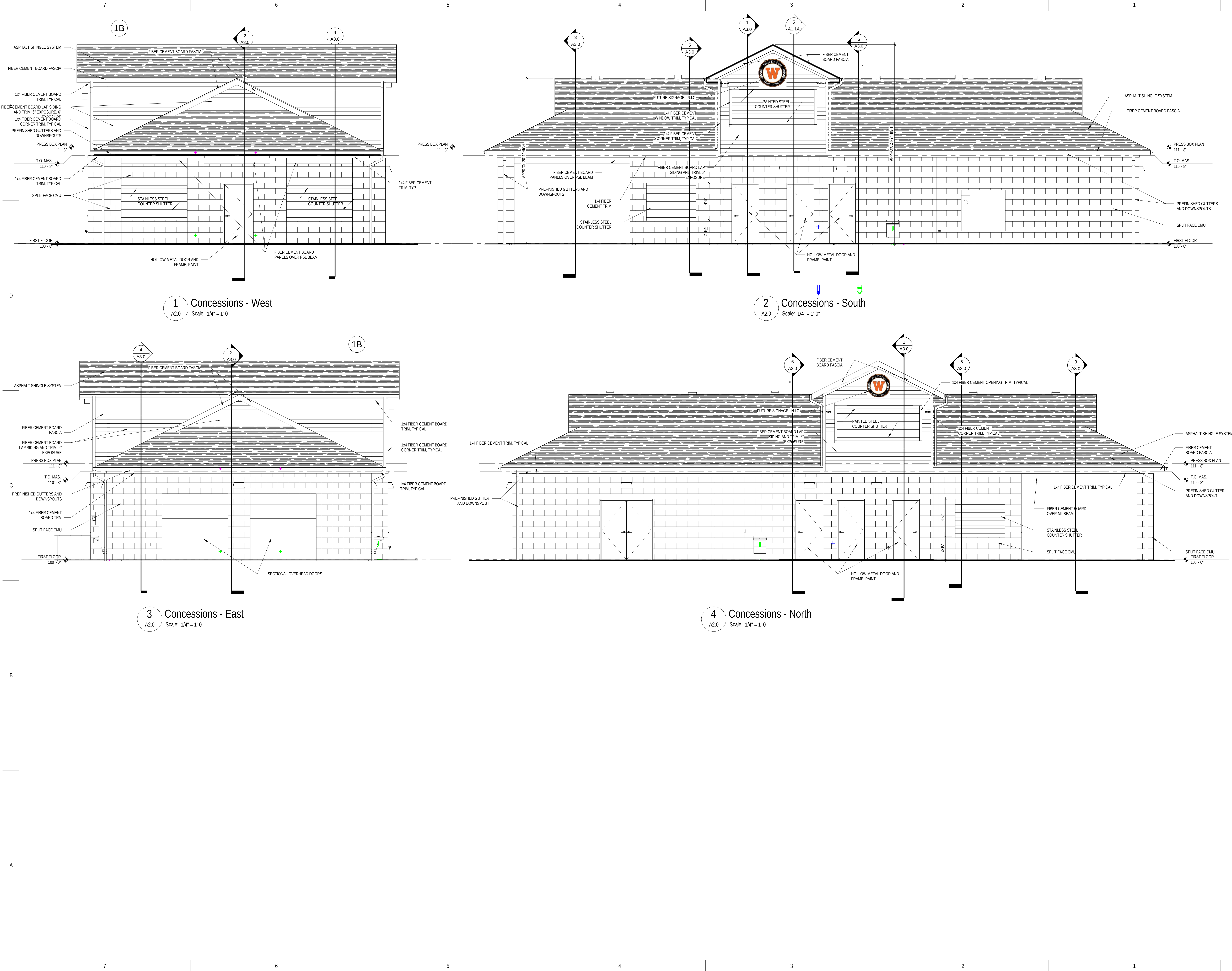
Office Locations:

Davenport
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Davenport, Iowa 52801

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T: 414.226.0200

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Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (6152 : Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and co)



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architects

solid foundation. forward thinking.

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Milwaukee

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1155 Westwood Drive, De Pere, WI 54115

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Concessions
Exterior Elevations

Sheet Number:

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Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (8152 : Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and co)

Dan Peplinski

From: Mark Schuchardt <mschuchardt@brayarch.com>
Sent: Tuesday, April 02, 2019 8:56 AM
To: Dan Peplinski; Jim Lundberg; Scott Groholski
Cc: Clint Selle
Subject: RE: Westwood Concessions
Attachments: Attachments.html

Citrix Attachments
Expires April 09, 2019

3273_West De Pere_Westwood Concession....19.pdf	622.3 KB
From NE-Looking SE.jpg	7.2 MB
From SE-Looking NE.jpg	5.8 MB

[Download Attachments](#)

Mark Schuchardt uses Citrix Files to share documents securely.

Attached is the architectural rendering, architectural plans, elevations, etc. to include with the City submittal. The colors are:

Split-face CMU: Chocolate Brown
 Siding: Reddish brown
 Asphalt Shingles: Black and Red granules.
 Hollow metal doors: Brown to match CMU.
 Roll-up shutters: Stainless Steel and painted to match siding on upper level.

Let me know if you'll need anything else from me for this submittal.

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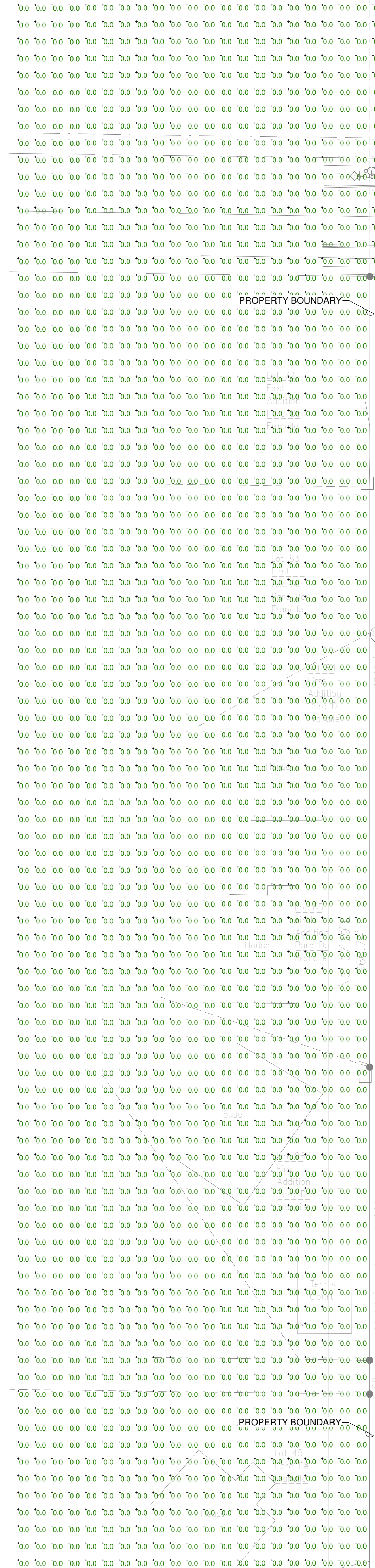
Mark Schuchardt AIA | Bray Architects
 Project Architect
 1227A North 8th Street | Sheboygan, WI | 53082
 O 920.459.4200 D 920.395.7339

From: Dan Peplinski [<mailto:danp@pobinc.com>]
Sent: Friday, March 29, 2019 1:53 PM
To: Mark Schuchardt <mschuchardt@brayarch.com>; Jim Lundberg <jiml@pobinc.com>; Scott Groholski

Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (8152 : Recommendation regarding a Site Plan for a new playground, two baseball



Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (8152 : Recommendation regarding a Site Plan for a new playground, two baseball

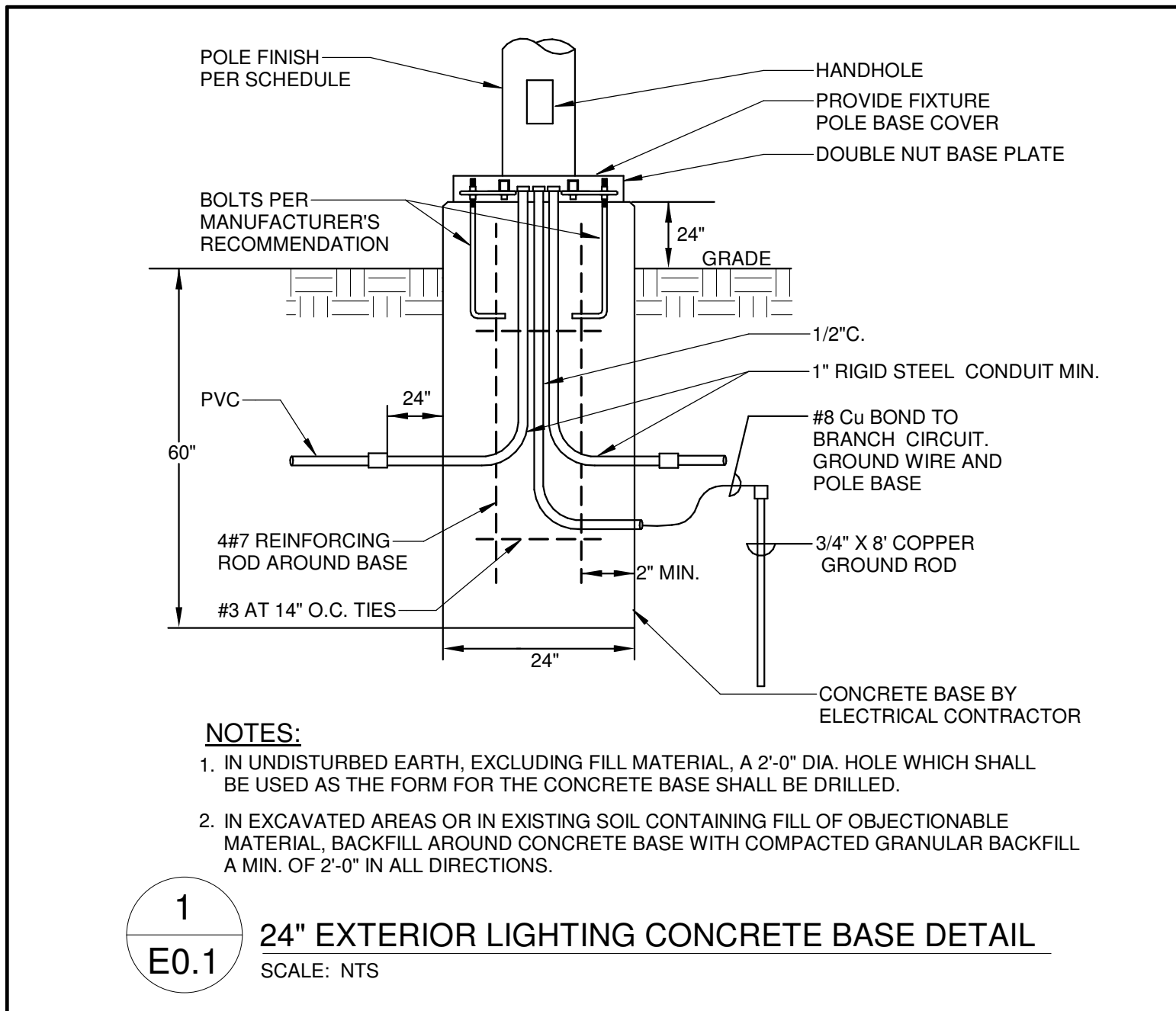


North
Electrical Site Photometric Plan
Scale: 1" = 40'-0"

EXTERIOR FIXTURE SCHEDULE						
TYPE	DESCRIPTION	WATTS	LAMP TYPE	LAMP QTY.	MANUFACTURER	CATALOG NUMBER
Y14	SINGLE HEADED TYPE IV LED (4000K) (1A) SHOE BOX FIXTURE WITH SPILL CONTROL WITH 20" SQUARE STEEL POLE	113	LED 4000K	WITH FIX	METALUX	GLEON-AF-02-LED-E1-SL4/SS5A20SF-M1
				WITH FIX	METALUX	GLEON-AF-02-LED-E1-SL4/SS5A20SF-M2
Y24	DOUBLE HEADED TYPE IV (4000K) (A1) SHOE BOX FIXTURE WITH SPILL CONTROL WITH 20" SQUARE STEEL POLE (2 @ 180°)	226	LED 4000K	WITH FIX		
XH1	EXISTING RECESSED SOFFIT	---	100 MH	1	LITHIONA	LGHZ100M-9-RW
XH2	EXISTING WALL PACK, TYPE IV DISTRIBUTION	---	100 MH	1	GUTH	SND12-100MH-1
XW1	EXISTING WALL PACK, PIZZA PAN TYPE	---	100 MH	1	VISA	0W100B-100WMH
XY1	EXISTING POLE LIGHT 1 HEAD, TYPE V DISTRIBUTION	---	---	---	---	---

GENERAL NOTES:
1. ALL FIXTURES TO BE 120V UNLESS OTHERWISE NOTED.

PLAN NOTES:
1. COLOR TO BE SELECTED BY ARCHITECT FROM ALL AVAILABLE STANDAR FINISHES.
2. PROVIDE CONCRETE BASE PER DETAIL 1/E0.1
3. LED REPLACEMENT IES FILES ARE USED TO CALCULATE EXISTING FIXTURES, EXISTING FIXTURE HEIGHTS ARE ESTIMATED.



- GENERAL NOTES:
- PROVIDE 24" CONCRETE POLE BASE PER DETAIL 1/E0.1 FOR ALL POLE MOUNTED FIXTURES.
- PLAN NOTES:
- TYPICAL LIGHT DISTIBOTN OF 0.5 FOOR CANDELS.
 - TYPICAL LIGHT BEAM LAMP DISTRIBUTION.

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
OUTSIDE PROPERTY BOUNDARY	+	0.0 fc	0.0 fc	0.0 fc	N/A	N/A
PARKING/DRIVE NORTH	+	1.0 fc	5.3 fc	0.0 fc	N/A	N/A
SITE	+	0.1 fc	12.7 fc	0.0 fc	N/A	N/A

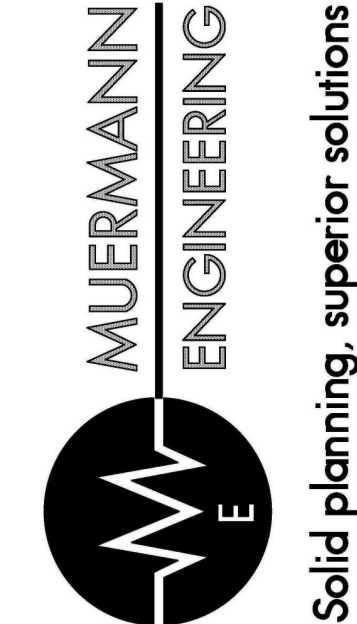
Project Number:
3273

Issued For:

Sheet Title:
Electrical Site Photometric Plan

Sheet Number:

E0.1



Solid planning. superior solutions

Project Title:
**Design Development
Westwood Elementary School
West De Pere School District
1155 Westwood Drive, De Pere, WI 54115**

REVISIONS:		
▲	DATE	DESCRIPTION

2262019

Sheet Title:
Electrical Site Photometric Plan

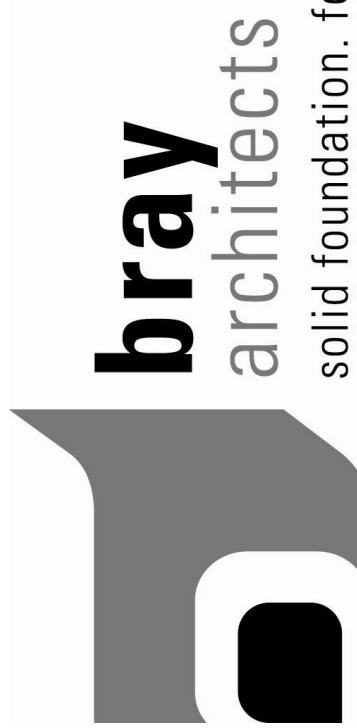
Sheet Number:

E0.1

Office Locations:

Milwaukee
829 S. 1st Street
Milwaukee, Wisconsin 53204
T. 414.226.0200

Sheboygan
1227A North 8th Street
PO Box 955
Sheboygan, Wisconsin 53082
T-920.499.4200
www.brayarch.com



solid foundation. forward thinking.

DESCRIPTION

The Galleon™ LED luminaire delivers exceptional performance in a highly scalable, low-profile design. Patented, high-efficiency AccuLED Optics™ system provides uniform and energy conscious illumination to walkways, parking lots, roadways, building areas and security lighting applications. IP66 rated and UL/cUL Listed for wet locations.

Fixture BUG (backlight, up light glare) rating where U=0

SPECIFICATION FEATURES

Construction

Extruded aluminum driver enclosure thermally isolated from Light Squares for optimal thermal performance. Heavy-wall, die-cast aluminum end caps enclose housing and die-cast aluminum heat sinks. A unique, patent pending interlocking housing and heat sink provides scalability with superior structural rigidity. 3G vibration tested and rated. Optional tool-less hardware available for ease of entry into electrical chamber. Housing is IP66 rated.

Optics

Patented, high-efficiency injection-molded AccuLED Optics technology. Optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT 70 CRI. Optional 3000K, 5000K and 6000K CCT.

Electrical

LED drivers are mounted to removable tray assembly for ease of maintenance. 120-277V 50/60Hz, 347V 60Hz or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Standard with 0-10V dimming. Shipped standard with Eaton proprietary circuit module designed to withstand 10kV of transient line surge. The Galleon LED luminaire is suitable for operation in -40°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option. Light Squares are IP66 rated. Greater than 90% lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 600mA, 800mA and 1200mA drive currents (nominal).

Mounting

STANDARD ARM MOUNT: Extruded aluminum arm includes internal bolt guides allowing for easy positioning of fixture during mounting. When mounting two or more luminaires at 90° and 120° apart, the EA extended arm may be required. Refer to the

arm mounting requirement table. Round pole adapter included. For wall mounting, specify wall mount bracket option. **QUICK MOUNT ARM:** Adapter is bolted directly to the pole. Quick mount arm slide into place on the adapter and is secured via two screws, facilitating quick and easy installation. The versatile, patent pending, quick mount arm accommodates multiple drill patterns ranging from 1-1/2" to 4-7/8". Removal of the door on the quick mount arm enables wiring of the fixture without having to access the driver compartment. A knock-out enables round pole mounting.

Finish

Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Heat sink is powder coated black. Standard housing colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available.

Warranty

Five-year warranty.

GLEO
GALLEON LE

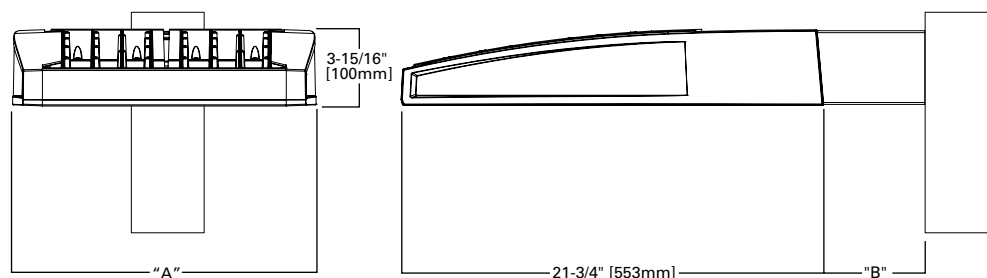
1-10 Light Squa

Solid State I

AREA/SITE LUMINA

LumenSafe Techno
CLICK HERE

DIMENSIONS



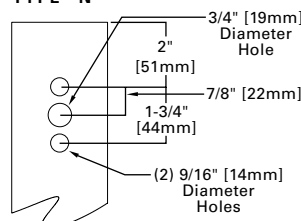
DIMENSION DATA

Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Optional Arm Length ¹	Weight with Arm (lbs.)	EPA with Arm ² (Sq. Ft.)
1-4	15-1/2" (394mm)	7" (178mm)	10" (254mm)	33 (15.0 kgs.)	0.96
5-6	21-5/8" (549mm)	7" (178mm)	10" (254mm)	44 (20.0 kgs.)	1.00
7-8	27-5/8" (702mm)	7" (178mm)	13" (330mm)	54 (24.5 kgs.)	1.07
9-10	33-3/4" (857mm)	7" (178mm)	16" (406mm)	63 (28.6 kgs.)	1.12

NOTES: 1. Optional arm length to be used when mounting two fixtures at 90° on a single pole. 2. EPA calculated with optional arm length.

DRILLING PATTERN

TYPE "N"



CERTIFICATION DATA

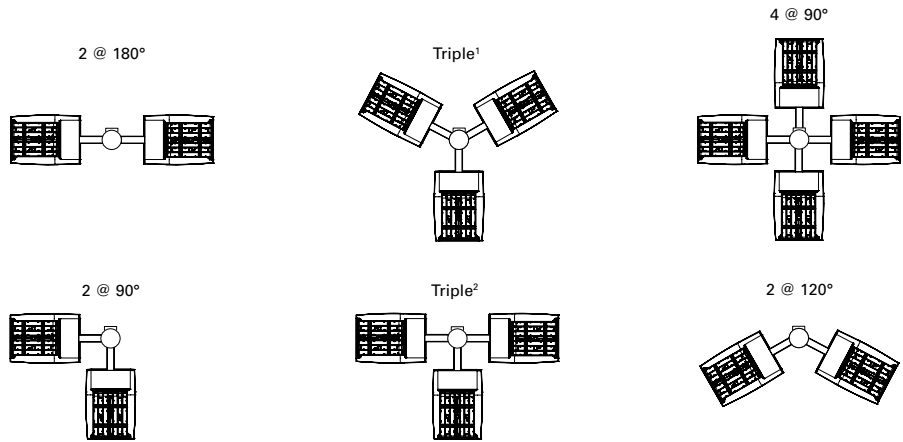
UL/cUL Wet Location Listed
ISO 9001
LM79 / LM80 Compliant
3G Vibration Rated
IP66 Rated
DesignLights Consortium® Qualified*

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120V-277V 50/60Hz
347V & 480V 60Hz
-40°C Min. Temperature
40°C Max. Temperature
50°C Max. Temperature (HA Option)

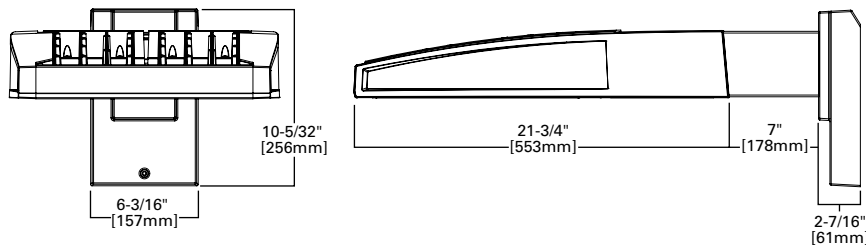
ARM MOUNTING REQUIREMENTS

Configuration	90° Apart	120° Apart
GLEON-AF-01	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-02	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-03	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-04	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-05	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-06	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-07	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-08	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-09	16" Extended Arm (Required)	16" Extended Arm (Required)
GLEON-AF-10	16" Extended Arm (Required)	16" Extended Arm (Required)

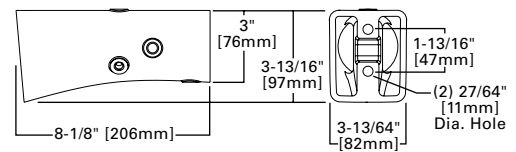


NOTES: 1 Round poles are 3 @ 120°. Square poles are 3 @ 90°. 2 Round poles are 3 @ 90°.

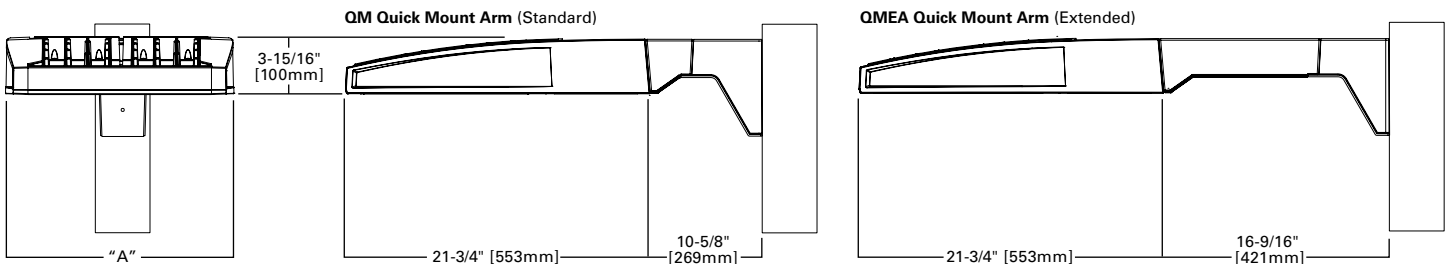
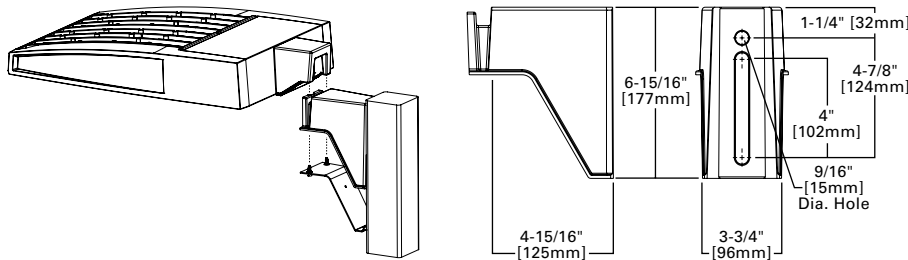
STANDARD WALL MOUNT



MAST ARM MOUNT



QUICK MOUNT ARM (INCLUDES FIXTURE ADAPTER)

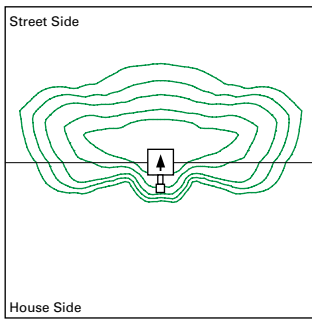


QUICK MOUNT ARM DATA

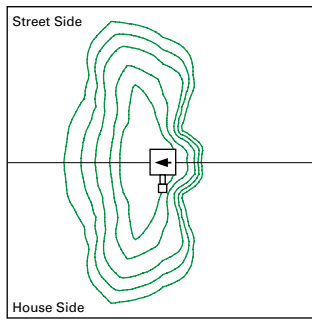
Number of Light Squares ^{1,2}	"A" Width	Weight with QM Arm (lbs.)	Weight with QMEA Arm (lbs.)	EPA (Sq. Ft.)
1-4	15-1/2" (394mm)	35 (15.91 kgs.)	38 (17.27 kgs.)	1.11
5-6 ³	21-5/8" (549mm)	46 (20.91 kgs.)	49 (22.27 kgs.)	
7-8	27-5/8" (702mm)	56 (25.45 kgs.)	59 (26.82 kgs.)	

NOTES: 1 QM option available with 1-8 light square configurations. 2 QMEA option available with 1-6 light square configurations. 3 QMEA arm to be used when mounting two fixtures at 90° on a single pole.

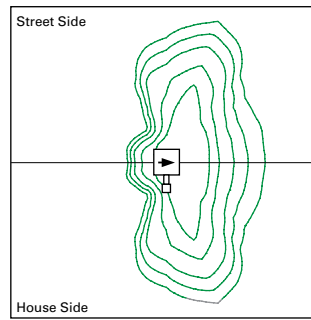
OPTIC ORIENTATION



Standard



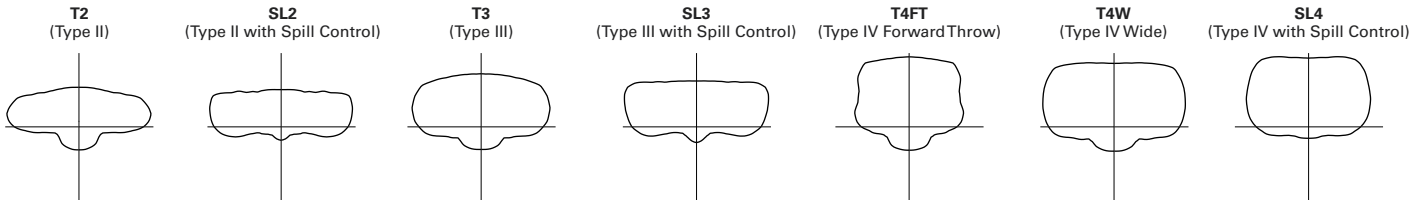
Optics Rotated Left @ 90° [L90]



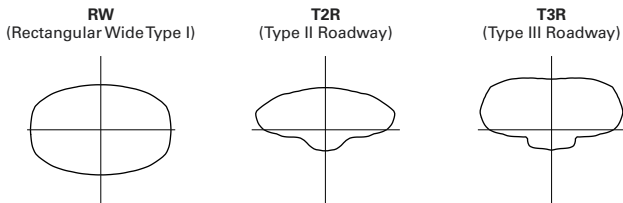
Optics Rotated Right @ 90° [R90]

OPTICAL DISTRIBUTIONS

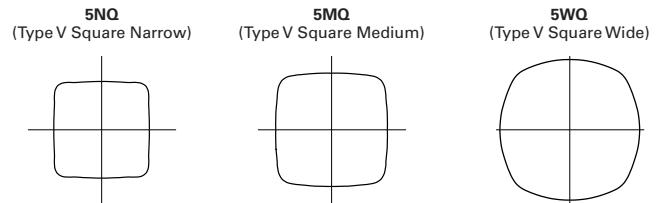
Asymmetric Area Distributions



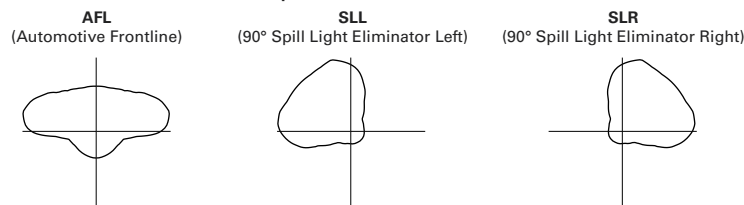
Asymmetric Roadway Distributions



Symmetric Distributions



Specialized Distributions

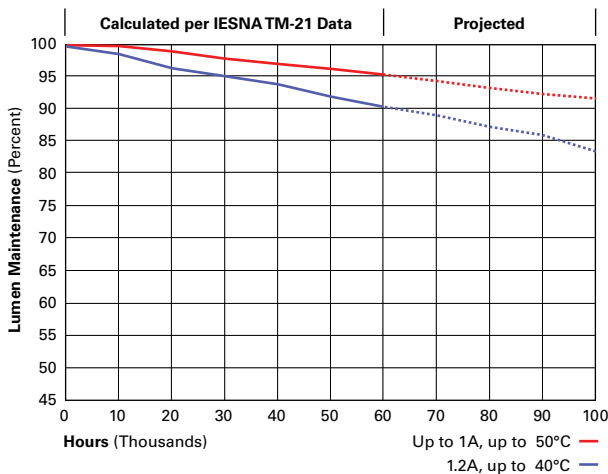


LUMEN MAINTENANCE

Drive Current	Ambient Temperature	TM-21 Lumen Maintenance (60,000 Hours)	Projected L70 (Hours)
Up to 1A	Up to 50°C	> 95%	416,000
1.2A	Up to 40°C	> 90%	205,000

LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
0°C	1.02
10°C	1.01
25°C	1.00
40°C	0.99
50°C	0.97



NOMINAL POWER LUMENS (1A)

Number of Light Squares		1	2	3	4	5	6	7	8	9	10
Nominal Power (Watts)		59	113	166	225	279	333	391	445	501	558
Input Current @ 120V (A)		0.51	1.02	1.53	2.03	2.55	3.06	3.56	4.08	4.6	5.07
Input Current @ 208V (A)		0.29	0.56	0.82	1.11	1.37	1.64	1.93	2.19	2.46	2.75
Input Current @ 240V (A)		0.26	0.48	0.71	0.96	1.19	1.41	1.67	1.89	2.12	2.39
Input Current @ 277V (A)		0.23	0.42	0.61	0.83	1.03	1.23	1.45	1.65	1.84	2.09
Input Current @ 347V (A)		0.17	0.32	0.50	0.64	0.82	1.00	1.14	1.32	1.50	1.68
Input Current @ 480V (A)		0.14	0.24	0.37	0.48	0.61	0.75	0.91	0.99	1.12	1.28
Optics											
T2	4000K/5000K Lumens	6,116	11,951	17,833	23,563	29,195	34,937	41,317	46,814	52,221	57,817
	3000K Lumens	5,414	10,579	15,786	20,858	25,843	30,926	36,574	41,440	46,226	51,180
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	6,493	12,688	18,932	25,015	30,994	37,090	43,863	49,699	55,439	61,380
	3000K Lumens	5,748	11,231	16,759	22,143	27,436	32,832	38,828	43,994	49,075	54,334
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3	4000K/5000K Lumens	6,234	12,181	18,176	24,017	29,756	35,609	42,111	47,715	53,225	58,930
	3000K Lumens	5,518	10,783	16,089	21,260	26,340	31,521	37,277	42,237	47,115	52,165
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	6,372	12,453	18,580	24,550	30,418	36,400	43,048	48,776	54,409	60,239
	3000K Lumens	5,640	11,023	16,447	21,732	26,926	32,221	38,106	43,177	48,163	53,324
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5
T4FT	4000K/5000K Lumens	6,270	12,252	18,282	24,156	29,929	35,815	42,356	47,992	53,534	59,271
	3000K Lumens	5,550	10,845	16,183	21,383	26,493	31,703	37,494	42,483	47,388	52,467
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4W	4000K/5000K Lumens	6,189	12,094	18,045	23,844	29,543	35,352	41,809	47,372	52,843	58,506
	3000K Lumens	5,479	10,706	15,973	21,107	26,151	31,294	37,009	41,934	46,777	51,790
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	6,105	11,931	17,803	23,522	29,144	34,877	41,245	46,734	52,130	57,717
	3000K Lumens	5,404	10,561	15,759	20,822	25,798	30,873	36,510	41,369	46,145	51,091
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	6,233	12,180	18,174	24,013	29,753	35,604	42,106	47,708	53,218	58,921
	3000K Lumens	5,517	10,782	16,088	21,256	26,337	31,517	37,272	42,231	47,109	52,157
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL4	4000K/5000K Lumens	5,922	11,572	17,268	22,816	28,269	33,829	40,006	45,330	50,566	55,984
	3000K Lumens	5,242	10,244	15,286	20,197	25,024	29,945	35,413	40,126	44,761	49,557
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G3	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	6,429	12,563	18,746	24,768	30,688	36,723	43,429	49,208	54,891	60,775
	3000K Lumens	5,691	11,121	16,594	21,925	27,165	32,507	38,443	43,559	48,590	53,798
	BUG Rating	B2-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4
5MQ	4000K/5000K Lumens	6,547	12,794	19,090	25,224	31,253	37,400	44,228	50,114	55,902	61,893
	3000K Lumens	5,795	11,325	16,898	22,328	27,665	33,106	39,151	44,361	49,484	54,788
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5
5WQ	4000K/5000K Lumens	6,564	12,828	19,141	25,291	31,336	37,499	44,347	50,248	56,051	62,058
	3000K Lumens	5,810	11,355	16,944	22,388	27,739	33,194	39,256	44,480	49,616	54,934
	BUG Rating	B3-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5
SLL/SLR	4000K/5000K Lumens	5,478	10,703	15,970	21,102	26,145	31,286	37,001	41,924	46,765	51,777
	3000K Lumens	4,849	9,474	14,137	18,679	23,144	27,694	32,753	37,111	41,396	45,833
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	6,371	12,449	18,576	24,544	30,411	36,392	43,037	48,764	54,396	60,225
	3000K Lumens	5,640	11,020	16,443	21,726	26,920	32,214	38,096	43,166	48,151	53,311
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
AFL	4000K/5000K Lumens	6,394	12,494	18,644	24,634	30,521	36,524	43,194	48,942	54,593	60,444
	3000K Lumens	5,660	11,060	16,504	21,806	27,017	32,331	38,235	43,323	48,326	53,505
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B4-U0-G4	B4-U0-G4

* Nominal data for 70 CRI.

ORDERING INFORMATION

Selected by Architect

GLEON GAL

8.c

Sample Number: GLEON-AF-04-LED-E1-T3-GM-QM

Product Family ^{1,2}	Light Engine	Number of Light Squares ³	Lamp Type	Voltage	Distribution	Color	Mounting
GLEON=Galleon	AF=1A Drive Current	01=1 02=2 03=3 04=4 05=5 ⁴ 06=6 07=7 ⁵ 08=8 ⁵ 09=9 ⁶ 10=10 ⁶	LED=Solid State Light Emitting Diodes	E1=120-277V 347=347V ⁷ 480=480V ^{7,8}	T2=Type II T2R=Type II Roadway T3=Type III T3R=Type III Roadway T4FT=Type IV Forward Throw T4W=Type IV Wide 5NQ=Type V Narrow 5MQ=Type V Square Medium 5WQ=Type V Square Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right RW=Rectangular Wide Type I AFL=Automotive Frontline	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White	[Blank]=Arm for Round or Square Pole EA=Extended Arm ⁹ MA=Mast Arm Adapter ¹⁰ WM=Wall Mount QM=Quick Mount Arm (Standard Length) ¹¹ QMEA=Quick Mount Arm (Extended Length) ¹²
Options (Add as Suffix)					Accessories (Order Separately)		
7030=70 CRI 3000K ¹³ 8030=80 CRI 3000K ¹⁴ 7050=70 CRI 5000K ¹³ 7060=70 CRI 6000K ¹³ 600=Drive Current Factory Set to Nominal 600mA ¹⁵ 800=Drive Current Factory Set to Nominal 800mA ¹⁵ 1200=Drive Current Factory Set to Nominal 1200mA ^{15,16} F=Single Fuse (120, 277 or 347V. Must Specify Voltage) FF=Double Fuse (208, 240 or 480V. Must Specify Voltage) 2L=Two Circuits ^{17,18} DIM=External 0-10V Dimming Leads ^{19,20} P=Button Type Photocontrol (120, 208, 240 or 277V. Must Specify Voltage) ²¹ PER7=NEMA 7-PIN Twistlock Photocontrol Receptacle ²¹ R=NEMA Twistlock Photocontrol Receptacle ²¹ AHD145=After Hours Dim, 5 Hours ²² AHD245=After Hours Dim, 6 Hours ²² AHD255=After Hours Dim, 7 Hours ²² AHD355=After Hours Dim, 8 Hours ²² HA=50°C High Ambient ²³ MS/DIM-L08=Motion Sensor for Dimming Operation, Maximum 8' Mounting Height ^{24,25} MS/DIM-L20=Motion Sensor for Dimming Operation, 9' - 20' Mounting Height ^{24,26} MS/DIM-L40=Motion Sensor for Dimming Operation, 21' - 40' Mounting Height ^{24,27} MS/DIM-L40W=Motion Sensor for Dimming Operation, 21' - 40' Mounting Height (Wide Range) ^{24,28} MS/X-L08=Bi-Level Motion Sensor, Maximum 8' Mounting Height ^{24,25,29} MS/X-L20=Bi-Level Motion Sensor, 9' - 20' Mounting Height ^{24,26,29} MS/X-L40=Bi-Level Motion Sensor, 21' - 40' Mounting Height ^{22,27,29} MS/X-L40W=Bi-Level Motion Sensor, 21' - 40' Mounting Height (Wide Range) ^{24,28,29} MS-L08=Motion Sensor for ON/OFF Operation, Maximum 8' Mounting Height ^{24,25} MS-L20=Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height ^{24,26} MS-L40=Motion Sensor for ON/OFF Operation, 21' - 40' Mounting Height ^{24,27} MS-L40W=Motion Sensor for ON/OFF Operation, 21' - 40' Mounting Height (Wide Range) ^{24,28} LWR-LW=LumaWatt Pro Wireless Sensor, Wide Lens for 8' - 16' Mounting Height ^{30,(A)} LWR-LN=LumaWatt Pro Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height ^{30,(A)} WOLC-7P-10A=WaveLinX Wireless Outdoor Lighting Control Module ^(B) L90=Optics Rotated 90° Left R90=Optics Rotated 90° Right MT=Factory Installed Mesh Top TH=Tool-less Door Hardware LCF=Light Square Trim Plate Painted to Match Housing ³¹ HSS=Factory Installed House Side Shield ³² CE=CE Marking ³³					OA/RA1016=NEMA Photocontrol Multi-Tap - 105-285V OA/RA1027=NEMA Photocontrol - 480V OA/RA1201=NEMA Photocontrol - 347V OA/RA1013=Photocontrol Shorting Cap OA/RA1014=120V Photocontrol MA1252=10kV Surge Module Replacement MA1036-XX=Single Tenon Adapter for 2-3/8" O.D. Tenon MA1037-XX=2 @ 180° Tenon Adapter for 2-3/8" O.D. Tenon MA1197-XX=3 @ 120° Tenon Adapter for 2-3/8" O.D. Tenon MA1188-XX=4 @ 90° Tenon Adapter for 2-3/8" O.D. Tenon MA1189-XX=2 @ 90° Tenon Adapter for 2-3/8" O.D. Tenon MA1190-XX=3 @ 90° Tenon Adapter for 2-3/8" O.D. Tenon MA1191-XX=2 @ 120° Tenon Adapter for 2-3/8" O.D. Tenon MA1038-XX=Single Tenon Adapter for 3-1/2" O.D. Tenon MA1039-XX=2 @ 180° Tenon Adapter for 3-1/2" O.D. Tenon MA1192-XX=3 @ 120° Tenon Adapter for 3-1/2" O.D. Tenon MA1193-XX=4 @ 90° Tenon Adapter for 3-1/2" O.D. Tenon MA1194-XX=2 @ 90° Tenon Adapter for 3-1/2" O.D. Tenon MA1195-XX=3 @ 90° Tenon Adapter for 3-1/2" O.D. Tenon FSIR-100=Wireless Configuration Tool for Occupancy Sensor ³⁴ GLEON-MT1=Field Installed Mesh Top for 1-4 Light Squares GLEON-MT2=Field Installed Mesh Top for 5-6 Light Squares GLEON-MT3=Field Installed Mesh Top for 7-8 Light Squares GLEON-MT4=Field Installed Mesh Top for 9-10 Light Squares GLEON-QM=Quick Mount Arm Kit ¹⁰ GLEON-QMEA=Quick Mount Extended Arm Kit ¹¹ LS/HSS=Field Installed House Side Shield ^{32,33} WOLC-7P-10A=WaveLinX Outdoor Control Module (7-pin) ^{35,(B)}		

NOTES:

1 Customer is responsible for engineering analysis to confirm pole and fixture compatibility for all applications. Refer to our white paper WP513001EN for additional support information. 2 DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details. 3 Standard 4000K CCT and minimum 70 CRI. 4 Not compatible with MS/4-LXX or MS/1-LXX sensors. 5 Not compatible with extended quick mount arm (QMEA). 6 Not compatible with standard quick mount arm (QM) or extended quick mount arm (QMEA). 7 Requires the use of an internal step down transformer when combined with sensor options. Not available with sensor at 1200mA. Not available in combination with the HA high ambient and sensor options at 1A. 8 Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems). 9 May be required when two or more luminaires are oriented on a 90° or 120° drilling pattern. Refer to arm mounting requirement table. 10 Factory installed. 11 Maximum 8 light squares. 12 Maximum 6 light squares. 13 Extended lead times apply. Use dedicated IES files for 3000K, 5000K and 6000K when performing layouts. These files are published on the Galleon luminaire product page on the website. 14 Extended lead times apply. Use dedicated IES files for 3000K, 5000K and 6000K when performing layouts. These files are published on the Galleon luminaire product page on the website. 15 1 Amp standard. Use dedicated IES files for 600mA, 800mA and 1200mA when performing layouts. These files are published on the Galleon luminaire product page on the website. 16 Not available with HA option. 17 2L is not available with MS, MS/X or MS/DIM at 347V or 480V. 2L in AF-02 through AF-04 requires a larger housing, normally used for AF-05 or AF-06. Extended arm option may be required when mounting two or more fixtures per pole at 90° or 120°. Refer to arm mounting requirement table. 18 Not available with LumaWatt Pro wireless sensors. 19 Cannot be used with other control options. 20 Low voltage control lead brought out 18" outside fixture. 21 Not available if any "MS" sensor is selected. Motion sensor has an integral photocell. 22 Requires the use of P photocontrol or the PER7 or R photocontrol receptacle with photocontrol accessory. See After Hours Dim supplemental guide for additional information. 23 50°C lumen maintenance data applies to 600mA, 800mA and 1A drive currents. 24 The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Eaton for more information. 25 Approximately 100' detection diameter at 40' mounting height. 26 Approximately 40' detection diameter at 20' mounting height. 27 Approximately 60' detection diameter at 40' mounting height. 28 Approximately 100' detection diameter at 40' mounting height. 29 Replace X with number of Light Squares operating in low output mode. 30 LumaWatt Pro wireless sensors are factory installed only requiring network components LWP-EM-1, LWP-GW-1 and LWP-PoE8 in appropriate quantities. See www.eaton.com/lighting for LumaWatt Pro application information. 31 Not available with house side shield (HSS). 32 Only for use with SL2, SL3, SL4 and AFL distributions. The Light Square trim plate is painted black when the HSS option is selected. 33 CE is not available with the LWR, MS, MS/X, MS/DIM, P, R or PER7 options. Available in 120-277V only. 34 One required for each Light Square. 35 Requires 7-pin NEMA twistlock photocontrol receptacle.

LumenSafe Integrated Network Security Camera Technology Options (Add as Suffix)

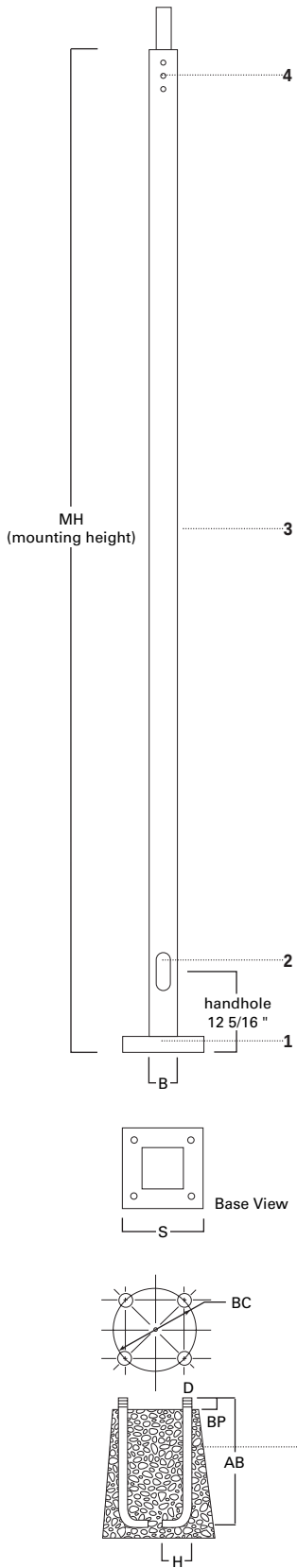
Product Family	Camera Type	Data Backhaul
L=LumenSafe Technology* 	D=Dome Camera	C=Cellular, Customer Installed SIM Card A=Cellular, Factory Installed AT&T SIM Card V=Cellular, Factory Installed Verizon SIM Card S=Cellular, Factory Installed Sprint SIM Card R=Cellular, Factory Installed Rogers SIM Card W=Wi-Fi Networking w/ Omni-Directional Antenna E=Ethernet Networking

*Consult LumenSafe system pages for additional details and compatibility. Not available with 9-10 light square housing. Not available with 347V, 480V or high ambient options.

SSS SQUARE STRAIGHT STEEL

10'—39' MOUNTING HEIGHT

Pole Single Head 20'



SPECIFICATION FEATURES

- 1...ASTM Grade steel base plate with ASTM A366 base cover.
- 2...Hand hole assembly 3" x 5" on 5" and 6" pole; and 2" x 4" on 4" pole.
- 3...ASTM A500 grade "B" steel shaft. Shot blasted and painted with polyester powder coat.
- 4...Drilled or Tenon (specify).
- 5...Anchor bolt per ASTM A576 with (2) nuts, (2) flat washer, and (1) lock washer. Nuts, washers and threaded portion of bolt are hot dip galvanized. 3" hook for 3/4" bolt. 4" hook for 1" bolt.

FOUR BOLT ANCHORAGE [See ordering information]

- BC=Bolt Circle
- BP=Bolt Projection
- AB=Bolt Dimensions
- D=Bolt Diameter
- H=Bolt Dimensions

FINISH COLORS [See ordering information]

- F=Dark Bronze
- G=Galvanized
- V=Grey
- W=White
- Y=Black

WARNING: THE USE OF UNAUTHORIZED ACCESSORIES SUCH AS BANNERS, SIGNS OR PENNANTS FOR WHICH THE POLE WAS NOT DESIGNED FOR VOIDS THE COOPER LIGHTING WARRANTY AND MAY RESULT IN POLE FAILURE CAUSING SERIOUS INJURY OR PROPERTY DAMAGE. COOPER LIGHTING'S POLE WARRANTY IS ALSO VOIDED IF LUMINAIRE IS NOT INSTALLED AT TIME OF POLE INSTALLATION.

Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (8152 : Recommendation regarding a Site Plan for a new playground, two baseball

ORDERING INFORMATION

SAMPLE NUMBER: SSS5A20SFM1XG

Square	Straight	Steel	Shaft ³ Size	Wall Thickness	Mounting Height (ft.)	Base Type	Finish	Fixture Mounting & Type	No. & Location of Arms	Arm Lengths	Accessories (Ground Lug)
S	S	S	5	A	20	S	F	M	1	X	G

Mtg. Height	Catalog ^{1,2} Number	Wall Thickness	Base Square (In.)	Bolt Circle Dia. (In.)	Bolt Proj. (In.)	Shaft Size (In.)	Anchor Bolt Dia. & Length (In.)	Net. Wt. (Lbs.)	EPA (Sq. Ft.) ⁴ At Pole Top			EPA (Sq. Ft.) ⁴ 2' Above Pole Top			Load—Include Bracket (Lbs.)		Max. Fixture
MH	S	BC	BP	B	AB	70	80	90	100	70	80	90	100	70	80	90	100
10	SSS4A10SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	96	39.8	29.9	23.2	18.4	33.0	24.8	19.3	15.3	150
15	SSS4A15SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	133	19.6	14.4	10.8	8.2	17.2	12.7	9.5	7.3	150
20	SSS4A20SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	152	12.9	9.1	6.5	4.6	11.7	8.2	5.9	4.2	200
25	SSS4A25SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	208	8.7	5.6	3.6	2.1	8.0	5.2	3.3	2.0	200
20	SSS5A20SF	.120	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	202	21.9	15.7	11.6	8.5	19.9	14.3	10.5	7.7	200
25	SSS5A25SF	.120	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	248	15.5	10.5	7.2	4.8	14.3	9.8	6.6	4.4	200
30	SSS5A30SF	.120	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	293	8.2	4.6	2.1	--	7.7	4.3	2.0	--	300
35	SSS5M35SF	.188	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	480	11.8	7.1	3.8	1.5	11.1	6.6	3.6	1.4	300
25	SSS6A25SF	.120	12 1/2	12.5	5	6	1 x 36 x 4	295	24.1	16.8	12.0	8.5	22.2	15.6	11.1	7.8	200
30	SSS6A30SF	.120	12 1/2	12.5	5	6	1 x 36 x 4	347	14.0	8.7	5.0	2.5	13.1	8.2	4.7	2.3	300
30	SSS6M30SF	.188	12 1/2	12.5	5	6	1 x 36 x 4	505	26.4	18.1	12.5	8.4	24.7	16.9	11.6	7.9	300
35	SSS6M35SF	.188	12 1/2	12.5	5	6	1 x 36 x 4	584	19.7	12.7	7.9	4.4	18.6	12.0	7.5	4.2	300
35	SSS6X35SF	.250	12 1/2	12.5	5	6	1 x 36 x 4	696	28.9	19.7	13.4	8.9	8.7	18.6	12.7	8.4	300
39	SSS6M39SF	.188	12 1/2	12.5	5	6	1 x 36 x 4	647	15.4	9.1	4.8	1.8	14.6	8.7	4.6	1.7	300
39	SSS6X39SF	.250	12 1/2	12.5	5	6	1 x 36 x 4	822	23.5	15.4	9.8	5.7	22.4	14.6	9.3	5.4	300

NOTES: 1 Catalog number includes pole with anchor bolts with double nuts (BEFORE INSTALLING ANCHOR BOLTS MAKE SURE PROPER ANCHOR BOLT TEMPLATE IS OBTAINED FROM COOPER LIGHTING).

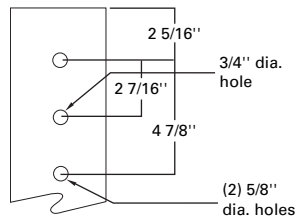
2 Tenon size or machining for rectangular arms must be specified. Hand hole is located 180° from single arm.

3 Shaft size, base plate, anchor bolts and projections may vary slightly—all dimensions nominal.

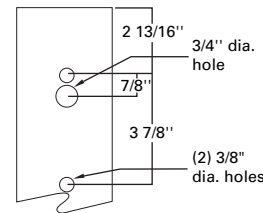
4 EPA's based on shaft properties with wind normal to flat. EPA's calculated using base wind velocity as indicated plus 30% gust factor.

DRILLING PATTERN

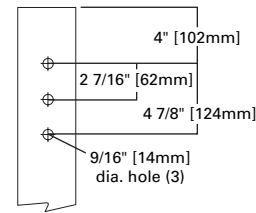
Type "M" [RCL, Landau, Galleria and Vision]



Type "E" [Concourse III]



Type "Z" [Credenza and Cirrus]



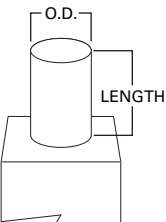
MACHINING FOR RECTANGULAR ARMS [Add as suffix]

Designation Letter & Number	Designation Letter & Number	Designation Letter & Number	Quantity & Location
M1	E1	Z1	Single
M2	E2	Z2	2 @ 180°
M3	E3	Z3	3 @ 120°
M4	E4	Z4	4 @ 90°
M5	E5	Z5	2 @ 90°
M6	E6	Z6	3 @ 90°
M7	E7	Z7	2 @ 120°

NOTES: Refer to Fixture Drilling Options on page 160.

MOUNTING OPTIONS [Add as suffix]

Fixed Tenon	Designation Number	O.D. (In.)	Length (In.)
	1	2 3/8	3 1/2
	2	2 3/8	4
	3	3 1/2	5
	9	3	4



ACCESSORIES

A=1/2" tapped hub¹B=3/4" tapped hub¹C=Convenience outlet²

G=Grounding lug (max. wire #8 AWG)

H=Additional hand hole and cover—
12" below pole top—90° from hand hole.

NOTES: 1 Location is 3' above base—90° from hand hole.

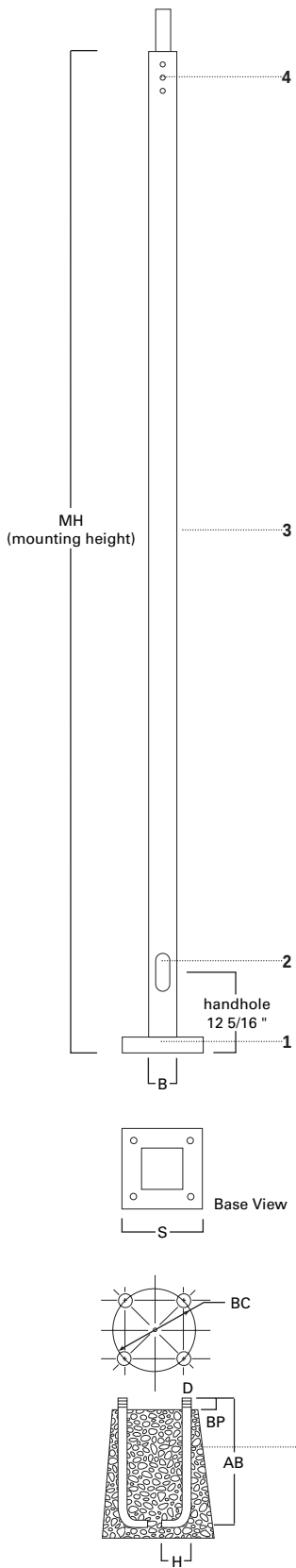
2 Outlet is located 4' above base and on same side of pole as hand hole, unless specified otherwise. Receptacle not included, provision only.

NOTE: Specifications and dimensions subject to change without notice.

Pole Double Head 20'

SSS SQUARE STRAIGHT STEEL

10'—39' MOUNTING HEIGHT



SPECIFICATION FEATURES

- 1...ASTM Grade steel base plate with ASTM A366 base cover.
- 2...Hand hole assembly 3" x 5" on 5" and 6" pole; and 2" x 4" on 4" pole.
- 3...ASTM A500 grade "B" steel shaft. Shot blasted and painted with polyester powder coat.
- 4...Drilled or Tenon (specify).
- 5...Anchor bolt per ASTM A576 with (2) nuts, (2) flat washer, and (1) lock washer. Nuts, washers and threaded portion of bolt are hot dip galvanized. 3" hook for 3/4" bolt. 4" hook for 1" bolt.

FOUR BOLT ANCHORAGE [See ordering information]

BC=Bolt Circle
 BP=Bolt Projection
 AB=Bolt Dimensions
 D=Bolt Diameter
 H=Bolt Dimensions

FINISH COLORS [See ordering information]

F=Dark Bronze
 G=Galvanized
 V=Grey
 W=White
 Y=Black

WARNING: THE USE OF UNAUTHORIZED ACCESSORIES SUCH AS BANNERS, SIGNS OR PENNANTS FOR WHICH THE POLE WAS NOT DESIGNED FOR VOIDS THE COOPER LIGHTING WARRANTY AND MAY RESULT IN POLE FAILURE CAUSING SERIOUS INJURY OR PROPERTY DAMAGE. COOPER LIGHTING'S POLE WARRANTY IS ALSO VOIDED IF LUMINAIRE IS NOT INSTALLED AT TIME OF POLE INSTALLATION.

Attachment: Site Plan - PRELIMINARY - 09 Apr 2019 (8152 : Recommendation regarding a Site Plan for a new playground, two baseball

ORDERING INFORMATION

SAMPLE NUMBER: SSS5A20SFM1XG

Square	Straight	Steel	Shaft ³ Size	Wall Thickness	Mounting Height (ft.)	Base Type	Finish	Fixture Mounting & Type	No. & Location of Arms	Arm Lengths	Accessories (Ground Lug)
S	S	S	5	A	20	S	F	M	1	X	G

Mtg. Height	Catalog ^{1,2} Number	Wall Thickness	Base Square (In.)	Bolt Circle Dia. (In.)	Bolt Proj. (In.)	Shaft Size (In.)	Anchor Bolt Dia. & Length (In.)	Net. Wt. (Lbs.)	EPA (Sq. Ft.) ⁴ At Pole Top			EPA (Sq. Ft.) ⁴ 2' Above Pole Top			Load—Include Bracket (Lbs.)		Max. Fixture
MH	S	BC	BP	B	AB	70	80	90	100	70	80	90	100	70	80	90	100
10	SSS4A10SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	96	39.8	29.9	23.2	18.4	33.0	24.8	19.3	15.3	150
15	SSS4A15SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	133	19.6	14.4	10.8	8.2	17.2	12.7	9.5	7.3	150
20	SSS4A20SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	152	12.9	9.1	6.5	4.6	11.7	8.2	5.9	4.2	200
25	SSS4A25SF	.120	10 1/2	11.0	4 1/2	4	3/4 x 25 x 3	208	8.7	5.6	3.6	2.1	8.0	5.2	3.3	2.0	200
20	SSS5A20SF	.120	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	202	21.9	15.7	11.6	8.5	19.9	14.3	10.5	7.7	200
25	SSS5A25SF	.120	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	248	15.5	10.5	7.2	4.8	14.3	9.8	6.6	4.4	200
30	SSS5A30SF	.120	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	293	8.2	4.6	2.1	--	7.7	4.3	2.0	--	300
35	SSS5M35SF	.188	10 1/2	11.0	4 1/2	5	3/4 x 25 x 3	480	11.8	7.1	3.8	1.5	11.1	6.6	3.6	1.4	300
25	SSS6A25SF	.120	12 1/2	12.5	5	6	1 x 36 x 4	295	24.1	16.8	12.0	8.5	22.2	15.6	11.1	7.8	200
30	SSS6A30SF	.120	12 1/2	12.5	5	6	1 x 36 x 4	347	14.0	8.7	5.0	2.5	13.1	8.2	4.7	2.3	300
30	SSS6M30SF	.188	12 1/2	12.5	5	6	1 x 36 x 4	505	26.4	18.1	12.5	8.4	24.7	16.9	11.6	7.9	300
35	SSS6M35SF	.188	12 1/2	12.5	5	6	1 x 36 x 4	584	19.7	12.7	7.9	4.4	18.6	12.0	7.5	4.2	300
35	SSS6X35SF	.250	12 1/2	12.5	5	6	1 x 36 x 4	696	28.9	19.7	13.4	8.9	8.7	18.6	12.7	8.4	300
39	SSS6M39SF	.188	12 1/2	12.5	5	6	1 x 36 x 4	647	15.4	9.1	4.8	1.8	14.6	8.7	4.6	1.7	300
39	SSS6X39SF	.250	12 1/2	12.5	5	6	1 x 36 x 4	822	23.5	15.4	9.8	5.7	22.4	14.6	9.3	5.4	300

NOTES: 1 Catalog number includes pole with anchor bolts with double nuts (BEFORE INSTALLING ANCHOR BOLTS MAKE SURE PROPER ANCHOR BOLT TEMPLATE IS OBTAINED FROM COOPER LIGHTING).

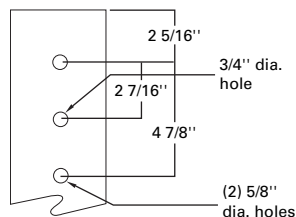
2 Tenon size or machining for rectangular arms must be specified. Hand hole is located 180° from single arm.

3 Shaft size, base plate, anchor bolts and projections may vary slightly—all dimensions nominal.

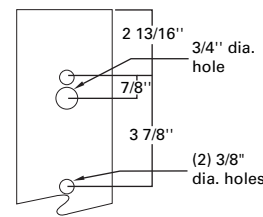
4 EPA's based on shaft properties with wind normal to flat. EPA's calculated using base wind velocity as indicated plus 30% gust factor.

DRILLING PATTERN

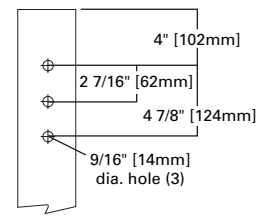
Type "M" [RCL, Landau, Galleria and Vision]



Type "E" [Concourse III]



Type "Z" [Credenza and Cirrus]



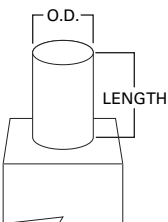
MACHINING FOR RECTANGULAR ARMS [Add as suffix]

Designation Letter & Number	Designation Letter & Number	Designation Letter & Number	Quantity & Location
M1	E1	Z1	Single
M2	E2	Z2	2 @ 180°
M3	E3	Z3	3 @ 120°
M4	E4	Z4	4 @ 90°
M5	E5	Z5	2 @ 90°
M6	E6	Z6	3 @ 90°
M7	E7	Z7	2 @ 120°

NOTES: Refer to Fixture Drilling Options on page 160.

MOUNTING OPTIONS [Add as suffix]

Fixed Tenon	Designation Number	O.D. (In.)	Length (In.)
	1	2 3/8	3 1/2
	2	2 3/8	4
	3	3 1/2	5
	9	3	4



ACCESSORIES

A=1/2" tapped hub¹B=3/4" tapped hub¹C=Convenience outlet²

G=Grounding lug (max. wire #8 AWG)

H=Additional hand hole and cover—
12" below pole top—90° from hand hole.

NOTES: 1 Location is 3' above base—90° from hand hole.

2 Outlet is located 4' above base and on same side of pole as hand hole, unless specified otherwise. Receptacle not included, provision only.

NOTE: Specifications and dimensions subject to change without notice.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: April 22, 2019

DEPARTMENT: Planning

FROM: Peter Schlein

SUBJECT: Presentation, discussion and possible action regarding the DRAFT De Pere Zoning Code Rewrite, Module 1 of 3, by Kirk Bishop, Duncan Associates, consultant.

Presentation to be made by the consultant, Kirk Bishop, from Duncan Associates. The attached documents include a draft copy of Module 1, which relates to provisions and approval procedures.

ATTACHMENTS:

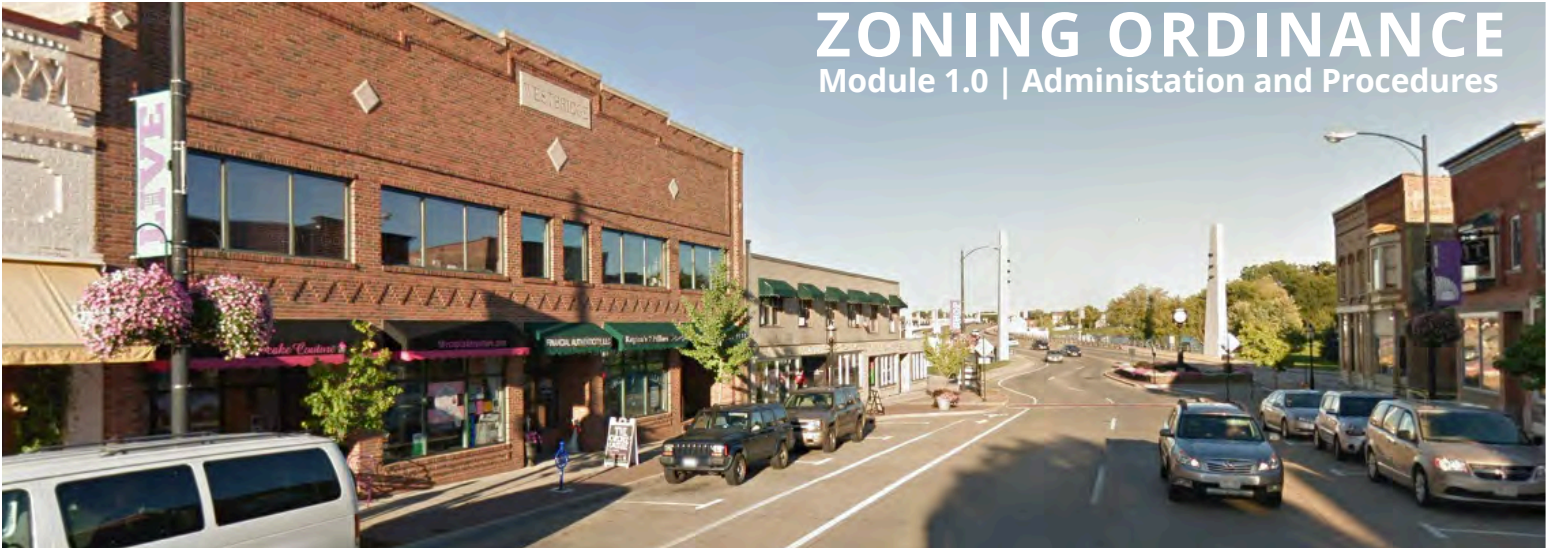
- Module1April2019 (PDF)
- MaterialForProceduresManual (PDF)

De Pere

W I S C O N S I N

ZONING ORDINANCE

Module 1.0 | Administration and Procedures



DRAFT | APRIL 2019

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Highlighted material included in Module 1

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DRAFT**ARTICLE I. INTRODUCTORY PROVISIONS**

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14-01 Title

This chapter of the municipal code is known and may be cited and referred to as the “zoning ordinance.”

14-02 Authority

This zoning ordinance is adopted under the authority of the city charter and powers granted and limitations imposed by Wisconsin law, including Section 62.23(7) and Section 236.45 of the Wisconsin Statutes.

14-03 Effective Date

The provisions of this zoning ordinance become effective on [INSERT DATE], except as otherwise expressly stated.

14-04 Applicability and Jurisdiction

The provisions of this zoning ordinance apply to all public and private use and development of properties within the corporate limits of the city, except as provided by state or federal law or as otherwise expressly stated in this zoning ordinance, and excluding public right-of-way unless otherwise expressly stated.

14-05 Purposes

This zoning ordinance is adopted for the purposes of:

- (1) Protecting and promoting the public health, safety, morals and general welfare; and
- (2) Implementing the policies and goals of the comprehensive plan and other relevant, officially adopted plans of the city.

14-06 Minimum Requirements

- (1) The provisions of this zoning ordinance are the minimum requirements deemed necessary to carry out its stated purposes.
- (2) In addition to the requirements of this zoning ordinance, all uses, buildings and structures must comply with all other applicable ordinances, laws and regulations.
- (3) References in this zoning ordinance to other governmental regulations do not constitute a complete list of such regulations. Any such references do not imply that the city is responsible for enforcing regulations imposed by other government authorities.

14-07 Compliance Required

All of the following are subject to compliance with applicable provisions of this zoning ordinance:

- (1) Lots created or modified;
- (2) The use of land, buildings and structures; and
- (3) Buildings and structures erected, located, moved, reconstructed, extended or structurally altered.

14-08 Conflicting Provisions**(1) State or Federal Regulations**

If the provisions of this zoning ordinance are inconsistent with or conflict with state or federal law or regulation, the applicable state and federal law or regulation governs.

ARTICLE I INTRODUCTORY PROVISIONS

14-09 Language and Interpretation

DRAFT

(2) Other City Regulations

If the provisions of this zoning ordinance are inconsistent with one another or if they conflict with provisions found in other adopted ordinances or regulations of the city, the more restrictive provision governs unless otherwise expressly stated. The more restrictive provision is the one that imposes more stringent controls.

(3) Private Agreements and Covenants

If the provisions of this zoning ordinance impose a greater restriction than imposed by an agreement or covenant among private parties, the provisions of this zoning ordinance govern. The city is not responsible for monitoring or enforcing agreements or covenants among private parties.

14-09 Language and Interpretation

(1) Conjunctions

Conjunctions have the following meanings unless the context otherwise expressly indicates:

- (a) "And" indicates that all connected items or provisions apply; and
- (b) "Or" indicates that the connected items or provisions may apply singularly or in combination.

(2) Illustrations

Illustrations are provided for convenience and reference only and do not define or limit the text of this zoning ordinance. In case of any difference of meaning or implication between the text of this zoning ordinance and any figure or illustration, the text governs.

(3) Versions and Citations

All references in this zoning ordinance to other city, state or federal regulations are to be construed as referring to the most up-to-date version and citation for those regulations or successor regulations, unless otherwise expressly indicated. When the referenced regulations have been repealed and not replaced by other successor regulations, zoning ordinance requirements for compliance are no longer in effect.

(4) Lists and Examples

Unless otherwise expressly indicated, lists of items or examples that use "including," "such

as," or similar terms are intended to provide examples only. They are not to be construed as exhaustive lists of all possibilities.

(5) Delegation of Authority

Whenever a provision appears requiring the head of a department or another officer or employee of the city to perform an act or duty, that provision is to be construed as authorizing the department head or officer to delegate that responsibility to others over whom they have authority. Delegation of authority is not allowed if a specific provision expressly prohibits such delegation.

(6) Public Officials and Agencies

All employees, public officials, and boards and commissions to which references are made are those of the city unless otherwise expressly stated.

14-10 Zoning Map

(1) Establishment

The location and boundaries of the districts defined in this zoning ordinance must be established by ordinance and shown on a geographic coverage layer that is maintained as part of a geographic information system (GIS) under the direction of the community development director. This "zoning" geographic coverage layer constitutes the city's official zoning map.

(2) Maintenance and Updates

The community development director is responsible for directing revisions to the official zoning map to reflect its amendment as soon as possible after the effective date of any ordinance establishing or amending zoning district boundaries.

(3) Boundaries

Zoning boundary lines must be described by legal description or by a map that accompanies the ordinance establishing the district or amending the district boundaries. When a legal description is used, the boundary is deemed to extend to the centerline of abutting streets. When a map is used, boundary lines must be established by dimensions, property lines, recorded lot lines, or the centerline of abutting streets, alleys, or

railroad rights-of-way, as those features were of record at the time of adoption.

(4) Map Interpretations

Where any uncertainty exists about a zoning boundary that was established by legal description, the legal description accompanying the amending ordinance governs. In other cases, the community development director is authorized to make an interpretation of the boundaries. The following rules apply to all zoning map interpretations:

- (a) Boundaries shown as approximately following the centerlines of streets, highways, alleys or other public rights-of-way must be construed as following such centerlines.
- (b) Boundaries shown as approximately following platted lot lines must be construed as following such lot lines.
- (c) Boundaries shown as approximately following city limit lines must be construed as following those lines.
- (d) Boundaries shown as approximately following railroad lines must be construed to be midway between the main tracks.
- (e) Boundaries shown as approximately following the shoreline or centerline of a river, stream, lake or other watercourse must be construed as following the actual shoreline or centerline of the watercourse. If, after establishment of the boundary, the shoreline or centerline of the water-course moves as a result of natural processes, the boundary must be construed as moving with the shoreline or centerline of the watercourse.

(5) Annexed Land

When land is annexed or otherwise brought into the zoning jurisdiction of the city it must be assigned a zoning classification based on the comprehensive plan, existing land uses, any applicable annexation agreement or other relevant considerations.

14-11 Transitional Provisions

The provisions of this section address the transition to this zoning ordinance from the zoning ordinance

in effect immediately before the effective date specified in 14-03.

(1) Applications, Permits and Approvals

- (a) Any building, development or structure for which a building permit was issued or a complete building permit application had been accepted for processing before the effective date specified in 14-03 may be completed in conformance with the issued building permit and other applicable permits and conditions, even if such building, development or structure does not comply with provisions of this zoning ordinance. If the building, development or structure is commenced but not completed within the time allowed under the original building permit and any authorized permit extension, the building, development or structure may be constructed, completed and occupied only if it complies with the regulations of this zoning ordinance.
- (b) Complete applications for variances, exceptions, special permits, conditional uses, site plans, and other zoning-related approvals that are pending approval on the effective date specified in 14-03 must be reviewed wholly under the terms of the zoning ordinance in effect immediately preceding the effective date specified in 14-03.
- (c) The community development director is authorized to issue permits for construction or development approved before the effective date specified in 14-03 and for developments pending approval before that effective date even if such building, development or structure does not fully comply with provisions of this zoning ordinance. If building is not commenced and completed within the time allowed under the permit and any authorized permit extension, then the building, development or structure may be constructed, completed and occupied only if it complies with the regulations of this zoning ordinance.

(2) Existing Conditional Uses

- (a) When a use is classified as a conditional use under this ordinance exists as a conditional

ARTICLE I INTRODUCTORY PROVISIONS

14-12 Severability

DRAFT

or permitted use on the effective date specified in [14-03](#), it will be considered to be a lawfully established conditional use under the terms of this ordinance.

- (b) When a use is not allowed as a conditional or permitted use under this ordinance and exists as a lawfully established conditional use on the effective date specified in [14-03](#), The use will be considered a nonconforming use and be subject to the applicable nonconforming use provisions of [Article XIII](#).

(3) Violations

The adoption of this zoning ordinance does not affect any pending or future suit, proceeding or prosecution of, or action to abate, violations of the previous zoning ordinance that occurred before the effective date specified in [14-03](#).

14-12 Severability

If one or more provisions of this ordinance, or the application of this ordinance is held to be unlawful, invalid, unenforceable, or preempted by applicable state or federal law or regulations, such provisions are deemed to be severed from this zoning ordinance. The remaining ordinance provisions remain in full force and effect.

ARTICLE XI. APPROVAL PROCEDURES

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14-110 Common Provisions

(1) Applicability

The common provisions of this section apply to all of the procedures in this article unless otherwise expressly stated.

(2) State Law

The review and approval procedures of this zoning ordinance are intended to comply with state statutes, including Section 62.23(7) and Section 236.45 of the Wisconsin Statutes. If any provision of this zoning ordinance is in conflict with any provision of state statutes or if this zoning ordinance fails to incorporate a provision required for the implementation of state statutes, Wisconsin Statutes govern.

(3) Review and Decision-making Authority

Table 14-1 provides a summary of review and decision-making authority. In the event of conflict between this summary table and the written procedures contained elsewhere in this article, the written procedures govern.

Table 14-1: Review and Decision-making Authority

Procedure	ZA	BoA	PC	CC
Zoning Ord. Text Amendments	R	–	R*	DM*
Zoning Map Amendments	R	–	R*	DM*
Conditional Uses				
Site Plan Review				
Administrative Site Plan	DM	–	–	–
Public Hearing Site Plan	R	–	DM	–
Variances	R	DM*	–	–
Appeals of Admin, Decisions	–	DM*	–	–

Table notes:

R = review and recommendation authority

DM = final decision-making authority

ZA = zoning administrator

BoA = board of appeals

P&Z = plan commission

CC= common council

* = public hearing

(4) Zoning Procedures Manual

The provisions this article are intended to provide a description of general procedures to be followed in processing zoning-related applications. The Zoning Procedures Manual serves as a supplement to the provisions of this article and provides a more detailed description of the procedures to be followed in processing zoning-related applications.

(5) Applications and Fees

(a) Applicability

The application and fee provisions of this subsection apply to zoning applications filed by “eligible applicants.”

(b) Eligible Applicants

When the procedures of this article allow an application to be filed by an “eligible applicant,” such application must be submitted by, or on behalf of, a person, firm, corporation or organization that has one or more of the following interests that are specifically enforceable in the land that is subject to the application:

1. A freehold interest;
2. A possessory interest entitled to exclusive possession;
3. A contractual interest which may become a freehold possessory interest; or
4. Any exclusive possessory interest.

(c) Form of Application

Applications required under this zoning ordinance must be submitted in a form and in such numbers as specified in the Zoning Procedures Manual

ARTICLE XI APPROVAL PROCEDURES

(d) Fees and Notification Costs

All applications filed by property owners must be accompanied by the application fee that has been established by the common council. Application filing fees are intended to cover the cost of providing public hearing notices and other costs related to reviewing and processing applications. Such fees are nonrefundable and may include late fees, penalties, and fees for expedited processing.

(e) Completeness, Accuracy and Sufficiency¹

1. An application will be considered complete and ready for processing, as specified in [the Zoning Procedures Manual](#).
2. The official responsible for accepting the application may require that applications or plans be revised before being placed on an agenda for possible action if the zoning administrator determines that:
 - a. The application or plan contains one or more significant inaccuracies or omissions that hinder timely or competent evaluation of the plan's/application's compliance with zoning ordinance requirements or other regulations;
 - b. The application contains multiple minor inaccuracies or omissions that hinder timely or competent evaluation of the plan's/application's compliance with zoning ordinance requirements or other regulations; or
 - c. The decision-making body does not have legal authority to approve the application.

(6) Application Processing Cycles

Application processing cycles and timelines for processing applications, including deadlines for receipt of complete applications are specified in [the Zoning Procedures Manual](#).

¹ New proposed section.

(7) Neighbor Communications²

- (a) Neighbor communications are encouraged by the board of appeals, plan commission and common council to help:
 1. Educate applicants and neighbors about one another's interests;
 2. Resolve issues in a manner that respects those interests; and
 3. Identify unresolved issues before the start of formal public hearings.
- (b) Applicants must submit a summary of their neighbor communication activities, as specified in [the Zoning Procedures Manual](#).

(8) Public Notices

Notices of public meetings and hearings must be provided in accordance with state law and [the Zoning Procedures Manual](#).

(9) Hearing Procedures

- (a) The body conducting the hearing is authorized to establish reasonable rules and regulations governing the conduct of hearings and the presentation of information and comments.
- (b) Once commenced, a public hearing may be continued by the hearing body. No re-notification is required if the continuance is set for specified date and time and that date and time is announced at the time of the continuance.
- (c) If a public hearing is continued or postponed for an indefinite period of time from the date of the originally scheduled public hearing, new public hearing notice must be given before the rescheduled public hearing. If the applicant requests and is granted a continuance or postponement requiring renotification, the body conducting the hearing is authorized to require that the applicant pay any costs of renotification.

(10) Action by Review and Decision-Making Bodies

- (a) In taking action under the procedures of this article, review and decision-making

² Possible new section?

ARTICLE XI APPROVAL PROCEDURES

14-111 Ordinance Text Amendments

bodies must act by simple majority vote of a quorum, unless otherwise expressly stated.

- (b) Review and decision-making bodies may take any action that is consistent with:
 1. The regulations of this zoning ordinance and state law;
 2. Any rules or by-laws that apply to the review or decision-making body; and
 3. The notice that was given.
- (c) Review and decision-making bodies are authorized to continue a public hearing or defer action in order to receive additional information or conduct further deliberations.

(11) Conditions of Approval

When the procedures of this article authorize approval with conditions, review bodies, including staff, are authorized to recommend conditions and decision-making bodies are authorized to approve the subject application with conditions. Any conditions recommended or approved must relate to a situation likely to be created or aggravated by the proposed use or development and must be roughly proportional to the impacts of the use or development.

(12) Burden of Proof or Persuasion

Applications must address relevant review and decision-making criteria. In all cases, the burden is on the applicant to show that an application or proposal complies with all applicable review or approval criteria.

(13) Required Time-frames for Action

Any time limit specified in this zoning ordinance for any decision or action on behalf of a review or decision-making body may be extended if the applicant agrees to an extension. Unless otherwise expressly stated, if a review or decision-making body does not render a decision or take action within any time period required under this zoning ordinance and the applicant has not agreed to an extension of that time limit, the application is deemed denied.

Figure 14-1 – Text Amendment Process (Generally)



14-111 Ordinance Text Amendments

(1) Authority to Initiate

Amendments to the text of this zoning ordinance may be initiated by the common council, any alderperson or the zoning administrator.³

(2) Public Notices

Public notice of meetings and hearings on a zoning ordinance text amendment must be provided in accordance with the [Zoning Procedures Manual](#).

(3) Plan Commission Recommendation

Proposed zoning ordinance text amendments must be referred to the plan commission. Following their review of the proposed text amendment, the plan commission must act to recommend that the proposed text amendment be approved, approved with modifications, or denied. The plan commission's recommendation must then be transmitted to the common council.⁴

³ The current ordinance allows any interested party to submit proposed text amendments.

⁴ The current ordinance requires that the PC make "findings of fact" in support of recommendation. Continue?

ARTICLE XI APPROVAL PROCEDURES

14-112 Zoning Map Amendments

(4) Common Council Hearing and Decision

- (a) Upon receipt of the plan commission's recommendation, the common council must hold a public hearing on the proposed text amendment. Following the close of the public hearing, the common council must act to approve, approve with modifications or deny the proposed text amendment. If the plan commission's recommendation has not been forwarded to the common council within 60 days of referral of the proposed text amendment to the plan commission, the common council may hold the required hearing and take action without receipt of the recommendation.
- (b) If the common council does not take final action on a proposed zoning map amendment application within 90 days of the common council's public hearing, the amendment application is deemed to have been denied. This "deemed-denied" provision does not apply when the application is referred back to staff or committee after the public hearing is held.

(5) Review Criteria and Standards

Zoning ordinance text amendments are legislative decisions of the common council based on consistency with the comprehensive plan and promotion of the public health, safety, and general welfare. In acting on zoning ordinance text amendments, the common council must give due consideration to existing conditions, conservation of property values, building development providing best advantage to the city and the current use of property.

14-112 Zoning Map Amendments

(1) Authority to Initiate

Amendments to the official zoning map may be initiated by the common council or filed by an eligible applicant or an eligible applicant's authorized agent (see 14-110(5)(b)).

(2) Application Filing

Zoning map amendment applications must be filed with the zoning administrator.

(3) Public Notices

Public notice of meetings and hearings on a zoning ordinance text amendment must

Figure 14-2 – Zoning Map Amendment Process (Generally)



be provided in accordance with the [Zoning Procedures Manual](#).

(4) Plan Commission Recommendation

Proposed zoning map amendments must be referred to the plan commission. Following review of the proposed zoning map amendment, the plan commission must act to recommend that the proposed zoning map amendment be approved, approved with modifications, or denied. The plan commission's recommendation must then be transmitted to the common council.

(5) Common Council Hearing and Decision

Upon receipt of the plan commission's recommendation, the common council must hold a public hearing on the proposed zoning map amendment. Following the close of the public hearing, the common council must act to approve, approve with modifications (e.g., reducing the land area involved in the rezoning

or recommending another less intensive zoning classification) or deny the proposed zoning map amendment. If the plan commission's recommendation has not been forwarded to the common council within 60 days of referral of the proposed zoning map amendment to the plan commission, the common council may hold the required hearing and take action without receipt of the recommendation.

(6) Protest Petitions

- (a) When a valid protest petition is filed with the city clerk-treasurer, approval of the subject zoning map amendment requires at least a three-quarters majority vote of those common council members present and voting.
- (b) A valid protest petition must be filed with the city clerk-treasurer no later than noon on the Friday preceding the scheduled vote and must be signed and acknowledged by the owners of:
 1. At least 20% of the land area in included in the proposed zoning map amendment;
 2. At least 20% of the land area immediately adjacent and extending 100 feet from the subject property; or
 3. At least 20% of the land directly opposite from the subject property and extending 100 feet from the street frontage of the opposite land.

(7) Review Criteria and Standards

Zoning map amendments are legislative decisions of the common council based on consistency with the comprehensive plan and promotion of the public health, safety, and general welfare. In acting on zoning map amendment, the common council must give due consideration to existing conditions, conservation of property values, building development providing best advantage to the city, the current use of property the cost of providing municipal services to the property and uses served by the zoning map amendment.

(8) Successive Applications

If the common council denies a proposed zoning map amendment, no zoning map amendment application requesting the same or more

intensive zoning the subject property may be filed for or accepted for processing by the city for 12 months from the date of final action by the common council unless the council expressly acts to deny the previous application without prejudice or the new application is substantially different than the one that was denied.

14-113 Conditional Uses

Drafting of conditional use procedures delayed pending final decision on whether the new ordinance will include conditional uses.

14-114 Site Plan Review⁵

(1) Purpose

This site plan review procedures of this section are intended to help ensure timely, competent review of site plans as a means of determining whether such plans comply with the applicable regulations of this zoning ordinance, and to enable the city to plan for and review certain proposed improvements of property in order to:

- (a) Implement city policies on physical development;
- (b) Provide for efficient, rational allocation of scarce facilities and resources;
- (c) Promote economy and efficiency in the provision and improvement of municipal services through the regulation of development; and
- (d) Ensure the orderliness, quality and character of the development of property in the city, prevent foreclosure of future development opportunities, and facilitate coordination of land use with planned and available facilities and resources.

(2) Applicability

Currently: multi-family and nonresidential--need to discuss. To be addressed in future module.

(3) Application Filing

Applications must be submitted to the zoning administrator. All applications must include

⁵ The site plan review procedures of this section are basically all new. They are intended to provide greater clarity regarding site plans that can be approved by staff and those that require PC approval.

ARTICLE XI APPROVAL PROCEDURES

14-114 Site Plan Review

plans and other information necessary to allow for thorough review of the proposed plans, as indicated by the requirements on the site plan review submittal checklists developed by the zoning administrator (see the [Zoning Procedures Manual](#)).

(4) Review and Decision-Making Authority

(a) Administrative Site Plans

All site plan applications that are not classified as public hearing site plans, are referred to as “administrative site plans” and follow a one-step approval process: review and final action by the zoning administrator.⁶

(b) Public Hearing Site Plans

All site plan applications for [INSERT PUBLIC HEARING SITE PLAN TRIGGER] are referred to as “public hearing site plans” and follow a two-step approval process: (1) review and recommendation by the zoning administrator and (2) review and final action by the plan commission.

(5) Review Process

(a) General

Following receipt of a complete application, the zoning administrator must distribute the application for review by any city departments and external agencies who have regulatory responsibility or related interests in the review of the proposed site plan.

(b) Administrative Site Plans

The zoning administrator is authorized to review and take final action on administrative site plans in accordance with [Zoning Procedures Manual](#).

(c) Public Hearing Site Plans

The plan commission is authorized to review and take final action on administrative site plans in accordance with [Zoning Procedures Manual](#).

(6) Effective Date of Site Plan Approval

An approved site plan becomes effective upon certification by the zoning administrator. If an

appeal is filed, a site plan does not become effective until all appeals have been decided.

(7) Lapse of Site Plan Approval

An approved site plan will lapse and have no further effect one year after it is approved, unless:

- (a) A building permit has been issued (if required);
- (b) The use or structure has been lawfully established; or
- (c) A different lapse of approval period or point of expiration has been expressly established by the decision-making body.

(8) Permits and Continuing Compliance

- (a) No permit may be issued for any development requiring site plan approval until a site plan has been submitted and certified approved for such development in accordance with this section unless the zoning administrator determines that the site plan is in substantial conformance and phased permits can be issued.
- (b) No permanent certificate of occupancy may be issued for such development until all terms and conditions of the approved site plan have been satisfied.
- (c) Construction and other development activities may be carried out only in compliance with the certified site plan.
- (d) When a site plan has been approved for property pursuant to this section, the property must be used and maintained in compliance with the approved site plan. No person may use property in a manner or physical condition that does not conform to the approved site plan for such property.

(9) Resubmissions and Amendments

- (a) Resubmission of any site plan due to changes required or made to the site plan as previously submitted may be made in accordance with schedule of fees adopted by the common council.
- (b) An approved site plan may be amended in accordance with the site plan review procedures of this section. However, the

⁶ Current: Expansions of less than 2,000 square feet or exterior renovations; may propose expansion based on follow-up discussions.

zoning administrator is authorized to waive applicable review and approval procedures and fees if the zoning administrator determines that a proposed amendment involves only a minor change in the approved site plan. Any such waiver by the zoning administrator must be in writing.

- (c) If a site plan is resubmitted for final approval and the zoning administrator, determines that the site plan does not comply with conditions imposed by the decision-making body, the applicant may elect to either:
 1. Revise the site plan to comply with required conditions in accordance with the interpretation of the conditions by the zoning administrator; or
 2. Submit a written request by letter or email communication that the resubmission is to be processed as an amendment to the site plan.

(10) Appeals

- (a) **Appeals of Zoning Administrator Interpretations and Decisions**
 1. The applicant may appeal any interpretation or final decision of the zoning administrator by filing a written notice of and reasons for the appeal with the zoning administrator no later than 30 days after the date of the action from which the appeal is sought.
 2. All appeals of interpretations or final decisions of the zoning administrator must be placed on the agenda of the plan commission within 30 days of the date that written notice of the appeal was filed with the zoning administrator unless the applicant agrees to an extension of time for plan commission action.
- (b) **Appeals of Plan Commission Decisions**
 1. The applicant may appeal any final decision of the plan commission by filing a notice of appeal with the city clerk no later than 30 days after the date of the plan commission action from which the appeal is sought.

2. All appeals of final decisions of the plan commission must be placed on the agenda of the common council within 30 days of the date that notice of the appeal was filed with the city clerk.

14-115 Design Exceptions

Design exception procedures may be included in a future draft as a means of authorizing staff and the plan commission to grant relief from strict compliance with specified building and site design requirements. This issue will be addressed when new building and site design provisions are provided as part of upcoming module.

14-116 Variances

(1) Intent

Zoning variances are intended as a way to provide relief from practical difficulties or unnecessary hardships resulting from strict application of zoning ordinance requirements.

(2) Applicability; Authorized Variances

The board of appeals is authorized to grant variances to the provisions of this zoning ordinance in accordance with the variance procedures of this section, except that these variance procedures may not be used to:

- (a) Permit a principal use in a zoning district that is not otherwise allowed in that zoning district (i.e., "use variances" are prohibited);
- (b) Waive, modify or amend any definition or use classification;
- (c) Waive, modify or otherwise vary any of the review and approval procedures;
- (d) Waive, vary, modify or otherwise override a condition of approval or requirement imposed by an authorized decision-making body or the state or federal government;
- (e) Waive, vary or modify applicable "minimum lot area per unit" (density) standards (Note: this provision is not intended to prohibit variances of minimum lot area requirements for individual lots);
- (f) Waive, vary or modify provisions over which jurisdiction for exceptions or other

ARTICLE XI APPROVAL PROCEDURES

14-116 Variances

Figure 14-3 – Variance Process (Generally)



modifications is assigned to another decision-making body; or

- (g) Waive, vary or modify provisions for which variances are expressly prohibited.

(3) Authority to File

Variance applications may be filed by eligible applicants or an eligible applicant's authorized agent (see [14-110\(5\)\(b\)](#)).

(4) Application Filing

Variance applications must be filed with the zoning administrator.

(5) Transmittal to Board of Appeals

The zoning administrator must transmit the variance application to the board of appeals before their hearing on the matter.

(6) Public Notices

Public notice of meetings and hearings on a zoning variance must be provided in accordance with the [Zoning Procedures Manual](#).

(7) Hearing and Final Decision⁷

- (a) The board of appeals must hold a hearing to consider the variance request.
- (b) Following the close of the hearing, the board of appeals must make findings of fact and act to approve the requested variance, approve the variance with modifications and/or conditions, or deny the variance request based on the review criteria and standards of [14-116\(8\)](#).

(8) General Review Criteria and Standards

No variance may be approved unless the board of appeals finds, based on evidence presented in the specific case, that all of the following conditions exist:

- (a) There are conditions unique to the subject property that do not apply generally to other properties in the same zoning district;
- (b) The variance is not contrary to the spirit, purpose, and intent of applicable zoning ordinance regulations and not contrary to the public interest;
- (c) Strict compliance with applicable zoning ordinance regulations would unreasonably prevent use of the subject property for a permitted purpose or would render compliance with the zoning ordinance unnecessarily burdensome;
- (d) The variance will not create substantial detriment to adjacent property;
- (e) The proposed variance will result in development that is compatible with the character of the immediate neighborhood; and
- (f) The difficulty or hardship was not created by an individual who has a present interest in the subject property.

(9) Transferability

Approved variances run with the land and are not affected by changes of tenancy, ownership, or management.

⁷ The existing 30-day shot-clock provision on zoning appeals has been omitted from this draft. The requirement for board action within 30 days of filing seems unreasonably short and there is no indication of the consequence of not acting within the 30-day period.

ARTICLE XI APPROVAL PROCEDURES

14-117 Reasonable Accommodation

(10) Lapse of Approval

An approved variance will lapse and have no further effect ~~6 months one year~~ after it is approved by the board of appeals, unless:

- (a) A building permit has been issued (if required);
- (b) The use or structure has been lawfully established; or
- (c) A different lapse of approval period or point of expiration has been expressly established by the board of appeals.

(11) Successive Applications

Once a variance request has been denied by the board of appeals, no rehearing on the same or substantially similar variance application may held except upon a simple majority vote of board members present and voting and a finding that substantial new evidence is submitted that could not reasonably have been presented at the previous hearing.

(12) Review by Court of Record

Any person aggrieved by the decision of the board of appeals may present to the court of record a petition duly verified setting forth that such decision is illegal and specifying the grounds of the illegality. The petition must be presented to the court within 30 days after the filing of the decision in the office of the board of appeals.

14-117 Reasonable Accommodation⁸

(1) Purpose

For the purposes of this zoning ordinance, "reasonable accommodation" means providing an individual with a disability or developers of housing for individuals with a disability, flexibility in the application of zoning regulations (including the modification or waiver of certain requirements), when it is necessary to eliminate barriers to housing opportunities. The purpose of this section is to provide a procedure to request reasonable accommodation for persons with disabilities seeking equal access to housing under the *Americans with Disabilities Act* and the federal *Fair Housing Amendments Act* in the application of this zoning ordinance.

⁸ New proposed authority/procedure.

(2) Application Filing

Applications for reasonable accommodation must be filed with the zoning administrator.

(3) Review and Approval

The zoning administrator, in consultation with the city attorney, is authorized to consider and act on requests for reasonable accommodation. The zoning administrator must issue a written decision in which the request is approved, approved subject to conditions or denied. In making the decision, the following factors must be considered:

- (a) Special need created by the disability;
- (b) Potential benefit expected to result from approval of the requested modification;
- (c) Need for the requested modification, including alternatives that may provide an equivalent level of benefit;
- (d) Physical attributes of and any proposed changes to the subject property and structures;
- (e) Potential impact on surrounding uses and property owners;
- (f) Whether the requested modification would constitute a fundamental alteration of the zoning regulations, policies or procedures of the city;
- (g) Whether the requested modification would impose an undue financial or administrative burden on the city; and
- (h) Any other factor that may have a bearing on the request.

(4) Notice of Decision

The written decision of the zoning administrator must be mailed to the applicant and to all owners of record of all properties abutting the property that is the subject of the reasonable accommodation request. All written decisions must give notice of the right to appeal a decision of the zoning administrator pursuant to [14-119](#). The decision of the zoning administrator constitutes the final decision of the city, unless appealed. Only the applicant and property owners entitled to notice of the written reasonable accommodation determination have

ARTICLE XI APPROVAL PROCEDURES

14-118 Written Interpretations

a right to appeal the decision on a reasonable accommodation request.

(5) Transfer

Approved requests for reasonable accommodation are granted to an individual and do not run with the land unless the zoning administrator determines that the modification is physically integrated into the structure and cannot easily be removed or altered to comply with this zoning ordinance or the accommodation is to be used by another individual with a disability.

(6) Conditions and Guarantees

Before issuance of any permits relative to an approved reasonable accommodation request, the zoning administrator is authorized to require the applicant to record a covenant acknowledging and agreeing to comply with any terms and conditions imposed.

14-118 Written Interpretations

(1) Purpose and Applicability

- (a) Day-to-day responsibility for administering and interpreting the provisions of this zoning ordinance, including the zoning map, rests with the zoning administrator, whose decisions may be appealed to the board of appeals, in accordance with the procedures of [14-119](#).
- (b) Occasionally, the zoning ordinance may not sufficiently address an issue that arises in administering or interpreting its provisions. In those cases, the zoning administrator may elect to issue or a citizen may file an application for a written zoning ordinance interpretation to guide in future decision-making. The procedures of this section govern the issuance of such written interpretations. The procedures also govern interpretations of the terms of approved site plans.

(2) Authority

The zoning administrator is authorized to issue written interpretations. The zoning administrator is also authorized to refer the matter to the board of appeals for an interpretation or for guidance in making an interpretation.

(3) Application

A complete application for a written interpretation request may be submitted to the zoning administrator.

(4) Action

The zoning administrator is authorized to prepare written interpretations of this zoning ordinance and enter such interpretations into the official record of zoning ordinance interpretation,

(5) Official Record

The zoning administrator must maintain an official record of written interpretations and make the record of interpretations available for public inspection.

(6) Appeal of Written Interpretations

Appeals of written interpretations issued pursuant to this section may be taken to the board of appeals in accordance with the appeal procedures of [14-119](#).

14-119 Appeals of Administrative Decisions

(1) Applicability

The board of appeals is authorized to hear and decide appeals when it is alleged there has been an error in any order, requirement, decision or determination made by the community development director, zoning administrator or any other administrative official in the administration, interpretation or enforcement of this zoning ordinance.

(2) Right to Appeal

Except as otherwise expressly stated, appeals of administrative decisions may be filed by any person aggrieved by the administrative official's decision or action, including officials, departments, boards or agencies affected by decisions.

(3) Filing of Appeal

Appeals of administrative decisions must be filed with the zoning administrator within 30 days of the date of the written decision or order.

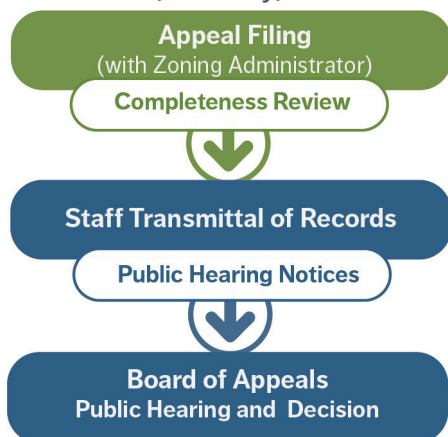
(4) Effect of Filing

The filing of a complete notice of appeal stays all proceedings in furtherance of the action appealed, unless the zoning administrator

ARTICLE XI APPROVAL PROCEDURES

14-119 Appeals of Administrative Decisions

Figure 14-4 – Appeals Process
(Generally)



certifies to the board of appeals, after the appeal is filed, that, because of facts stated in the certification, a stay would cause immediate peril to life or property, in which case the proceedings will not be stayed unless by a restraining order, which may be granted by the board of appeals or by a court of record based on due cause shown.

(5) Transmittal to Board of Appeals

Upon receipt of a complete notice of appeal, administrative official whose decision is being appealed must transmit to the board of appeals all papers constituting the record upon which the action appealed is taken.

(6) Public Notices

Public notice of meetings and hearings on an appeal of an administrative decision must be provided in accordance with the [Zoning Procedures Manual](#).

(7) Hearing and Final Decision⁹

- (a) The board of appeals must hold a hearing to consider the appeal.
- (b) Following the close of the hearing, the board of appeals must take action on the appeal. The board's decision must be supported by written findings of fact.
- (c) In exercising the appeal power, the board of appeals has all the powers of the administrative official from whom the

appeal is taken. The board of appeals may affirm or may, upon the concurring vote of a simple majority of board members present and voting, reverse, wholly or in part, or modify the decision being appealed.

- (d) In acting on the appeal the board of appeals must grant to the administrative official's decision a presumption of correctness, placing the burden of persuasion of error on the appellant.

(8) General Review Criteria and Standards

An administrative decision may be reversed only if the board of appeals finds that the zoning administrator or other administrative official erred.

(9) Successive Appeals

Once an appeal has been denied by the board of appeals, no rehearing on the same or substantially similar appeal may held except upon a simple majority vote of board members present and voting and a finding that substantial new evidence is submitted that could not reasonably have been presented at the previous hearing on the appeal.

(10) Review by Court of Record

Any person aggrieved by the decision of the board of appeals may present to the court of record a petition duly verified setting forth that such decision is illegal and specifying the grounds of the illegality. The petition must be presented to the court within 30 days after the filing of the decision in the office of the board of appeals.

⁹ The existing 30-day shot-clock on appeals has been eliminated. The requirement for board action within 30 days of filing seems unreasonably short and there is no written consequence of not acting within the 30-day period.

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ARTICLE XII. ADMINISTRATION

14-112 General	12-1
14-113 Common Council	12-1
14-114 Plan Commission	12-1

14-120 General

Need to discuss if this article is actually necessary and which provisions, if any, can be handled through bylaws and uncodified rules and procedures.

14-121 Common Council

See [Chapter 6](#) of the city code of ordinances.

14-122 Plan Commission

See [Chapter 10, Sec. 10-10](#) of the city code of ordinances.

14-123 Board of Appeals

(1) Established

See [Chapter 10, Sec. 10-13](#) of the city code of ordinances.

(2) Composition

- (a) The board of appeals consists of 5 regular members, all of whom are appointed by the mayor and subject to confirmation of the common council.
- (b) In addition to the 5 regular members, the mayor may appoint 2 alternate members of the board of appeals, subject to confirmation of the common council. Alternate members have the power to act only when a regular member refuses to vote because of a conflict of interest or when a regular member is absent.

(3) Appointment of Officers

- (a) The mayor has authority to designate a chairperson of the board of appeals.
- (b) The board of appeals is authorized to appoint a secretary.

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14-116 Zoning Administrator.....	12-2
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(4) Terms

Regular and alternate members of the board of appeals serve 3-year terms.

(5) Meetings and Rules

- (a) Meetings of the board of appeals are held at the call of the chairperson and at such times as the board of appeals determines.
- (b) All hearings conducted by the board of appeals must be open to the public. Any person may appear and testify at a hearing, either in person or by the person's agent or attorney.
- (c) The chairperson or, in the absence of the chairperson, the vice-chairperson, may administer oaths and compel the attendance of witnesses.
- (d) The board of appeals must keep minutes of its proceedings showing the vote of each member upon each question or, if absent or failing to vote, indicating such fact, and must also keep records of its hearings and other official actions.
- (e) A copy of every rule or regulation, order, requirement, decision or determination of the board of appeals, must be public records and be filed in the office of the zoning administrator. The board of appeals may adopt its own rules and procedures not in conflict with this ordinance or with the applicable Wisconsin Statutes.

(6) Powers and Duties

The board of appeals has all of the powers and duties expressly identified in this zoning ordinance and Wis. Stats. § 62.23(7)(e), including the following:

- (a) To hear and decide appeals where it is alleged there is error in any order,

ARTICLE XII ADMINISTRATION

14-124 Zoning Administrator

requirement, decision or determination made by an administrative official in the administration or enforcement of this zoning ordinance (See also [14-119](#));

- (b) To authorize variances that will not be contrary to the public interest, where, owing to special conditions, a literal enforcement will result in practical difficulty or unnecessary hardship, so that the spirit of the zoning ordinance will be observed, public safety and welfare secured and substantial justice done (See also [14-116](#)).

(7) Assistance

The board of appeals may request assistance from any other city officers, departments, commissions or boards.

(8) Oaths and Witnesses

The chairperson of the zoning board has the authority to administer oaths and compel the attendance of witnesses.

(9) Appeals

All decisions and findings of the board of appeals on appeals of administrative decisions and variances are final administrative decisions and are subject to judicial review, as provided by law.

- (c) Assisting the city attorney in the prosecution of zoning ordinance violations;
- (d) Maintaining permanent and current records of this zoning ordinance, including, all maps, amendments, conditional use permits, planned unit developments, variances, appeals, applications and zoning ordinance text;
- (e) Advising all persons seeking zoning information of the existence of officially adopted plans;
- (f) Providing and maintaining a source of public information relative to all matters arising out of this zoning ordinance;
- (g) Receiving, filing and forwarding to the plan commission, the board of appeals and common council all applications for matters on which those respective entities are required to review or take action; and
- (h) Keeping the plan commission, board of appeals and common council advised of zoning activities.

14-124 Zoning Administrator

(1) Appointment

The community development director or the community development director's designee serves as the zoning administrator.

(2) Powers and Duties

The zoning administrator is responsible for carrying out those duties and responsibilities expressly assigned by this zoning ordinance and for:

- (a) Conducting inspections of buildings, structures and land to determine compliance with this zoning ordinance and notifying in writing the person responsible for any violation found;
- (b) Ordering the discontinuance of observed violations of this zoning ordinance or taking any other action authorized by law or by this zoning ordinance to ensure compliance with or to prevent violation of zoning ordinance provisions;

ARTICLE XIII. NONCONFORMITIES

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14-132 Nonconforming Structures	13-3

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14-130 General¹

(1) Scope

The regulations of this article govern nonconformities, which are lots, uses and structures that were lawfully established but—because of the adoption of new or amended regulations—no longer comply with one or more provisions of this zoning ordinance.

(2) Purpose

Occasionally, lots, uses, and structures that were lawfully established (i.e., in compliance with all regulations in effect at the time of their establishment) are made nonconforming because of changes in the zoning regulations that apply to the subject property (e.g., through zoning map changes or amendments to the text of the zoning ordinance). The regulations of this article are intended to clarify the effect of this “nonconforming” status and avoid confusion with “illegal” buildings and uses (i.e., those established in violation of applicable zoning regulations). The regulations of this article are also intended to:

- (a) Recognize the interests of landowners in continuing to use their property for uses and activities that were lawfully established;
- (b) Promote maintenance, reuse and rehabilitation of existing buildings; and
- (c) Place reasonable limits on nonconformities that have the potential to adversely affect surrounding properties.

(3) Authority to Continue

Any nonconformity that existed on the effective date specified in [14-03](#) or any situation that becomes nonconforming upon adoption of any amendment to this zoning ordinance may be

continued in accordance with the regulations of this article unless otherwise expressly stated.

(4) Determination of Nonconformity Status²

- (a) The burden of proving a nonconformity was lawfully established and that the situation has not lost its nonconforming status rests entirely with the subject landowner.
- (b) The zoning administrator is authorized to determine whether adequate proof of nonconforming status has been provided by the subject landowner.
- (c) Appeals of the zoning administrator’s decision on nonconforming status determinations may be appealed in accordance with the appeal procedures of [14-119](#).³

(5) Repairs and Maintenance

- (a) Nonconformities must be maintained to be safe and in good repair.
- (b) Repairs and normal maintenance that do not increase the extent of nonconformity and that are necessary to keep a nonconformity in sound condition are permitted unless otherwise expressly prohibited by this zoning ordinance.
- (c) Nothing in this article is intended to prevent nonconformities from being structurally strengthened or restored to a safe condition in accordance with an order from a duly authorized city official.

¹ These general provisions are mostly new, but are not believed to represent a substantive change from current practice.

² Current provisions requiring the keeping of records (14-18) of nonconforming situations has not been carried over in this draft. Does this really occur? Should they be included?

³ Under the current ordinance (14-18), appeals of such decisions are heard by the plan commission.

ARTICLE XIII NONCONFORMITIES

14-131 Nonconforming Lots

(6) Change of Tenancy or Ownership

Nonconforming status runs with the land and is not affected by changes of tenancy, ownership or management.

14-131 Nonconforming Lots

(1) Description

A nonconforming lot is a lawfully created lot recorded in the office of ~~XX~~ that does not comply with applicable minimum lot area or minimum lot width regulations of this zoning ordinance.

(2) Use of Nonconforming Lots⁴

- (a) A single dwelling unit and allowed accessory structures may be constructed on a nonconforming lot in any zoning district that permits detached houses by-right, subject to compliance with all applicable setback and building regulations (e.g., coverage, height, floor area, etc.).
- (b) Nonconforming lots in districts that do not permit detached houses by-right, may be used in accordance with the use regulations that apply in the subject zoning district, and buildings may be erected, subject to compliance with all applicable setback and building regulations (e.g., coverage, height, floor area, etc.).

14-132 Nonconforming Structures

(1) Description

A nonconforming structure is any building or structure, other than a sign, that was lawfully established but no longer complies with the lot and building regulations of the zoning district in which it is located.

(2) General

Nonconforming structures may remain, subject to the regulations of this section.

(3) Alterations and Expansions

Alterations, including enlargements and expansions, are prohibited unless the proposed alteration or expansion complies with all applicable lot and building regulations, and

⁴ This approach is somewhat different than in current ordinance (14-17(5)), which allows N/C lots to be developed with any use allowed in the subject district.

does not increase the extent of the existing nonconformity. A building with a nonconforming front setback, for example, may be expanded to the rear as long as the rear expansion complies with applicable rear setback standards and all other applicable lot and building regulations. On the other hand, building additions on the front, may not increase or extend the front setback nonconformity.

(4) Use

A nonconforming structure may be used for any use allowed in the zoning district in which the structure is located.

(5) Replacement

When a nonconforming structure is removed, destroyed or damaged, the structure may be restored or repaired, provided that no new nonconformities are created and that the existing extent of nonconformity is not increased. A building permit to reconstruct a destroyed or damaged structure must be obtained within 2 years of the date of occurrence of such damage.⁵

14-133 Nonconforming Uses

(1) Description

A nonconforming use is a land use that was lawfully established in accordance with all zoning regulations in effect at the time of its establishment but that is no longer allowed by the use regulations of the zoning district in which the use is now located. Lawfully established uses that do not comply with any applicable separation (or spacing) distance requirements (e.g., those that require one land use to be located a certain minimum distance from another land use) are also deemed to be nonconforming uses.

(2) Change of Use

A nonconforming use may only be changed to another use if the new (changed) use is allowed in the subject zoning district. Once changed to a conforming use, a nonconforming use may not be re-established.

(3) Expansion of Use

A nonconforming use may not be expanded unless such expansion would eliminate or

⁵ This provision is intended to comply with changes in state law, per 2017 Wisconsin Act 67.

ARTICLE XIII NONCONFORMITIES

14-134 Nonconforming Development Features

reduce the extent of nonconformity, except that a nonconforming use of a building may be extended into those interior parts of the building that were manifestly designed for such use before the date that the use became nonconforming.

(4) Remodeling and Improvements

A building in which a nonconforming use is located may be remodeled or otherwise improved as long as the remodeling or improvements do not violate the other regulations of this zoning ordinance.

(5) Moving

(a) A nonconforming use may be moved in whole or in part to another location on the same lot only if the movement or relocation eliminates or reduces the extent of nonconformity.

(b) A nonconforming use may be moved to another lot only if the use is allowed under the zoning regulations that apply to that (relocation) lot.

(6) Loss of Nonconforming Status

(a) Abandonment

1. Once a nonconforming use is abandoned, its nonconforming status is lost and any new, replacement use must comply with the regulations of the zoning district in which it is located.
2. A nonconforming use is presumed abandoned when the use is discontinued or ceases for a continuous period of 12 months or more.
3. The presumption of abandonment may be rebutted upon showing, to the satisfaction of the community development director, that during such period the owner of the land or structure has been:
 - a. Maintaining the land and structure in accordance with all applicable municipal code requirements and did not intend to discontinue the use;
 - b. Actively and continuously marketing the land or structure

for sale or lease for that particular nonconforming use; or

- c. Engaged in other activities that affirmatively prove there was not intent to abandon.

4. Any period of discontinued use caused by government action, acts of God, unintended fire or other causes beyond the control of the subject property owner are not counted in calculating the length of discontinuance.

(b) Change to Conforming Use

If a nonconforming use is changed to a conforming use, no matter how short the period of time, all nonconforming use rights are lost and re-establishment of the nonconforming use is prohibited.

(c) Re-establishment

1. Intentional Destruction

When a building containing a nonconforming use is intentionally destroyed, razed or dismantled by a deliberate act of the owner or the owner's agent, re-establishment of the nonconforming use is prohibited.

2. Accidental Destruction

Unless a building containing a nonconforming use loses its nonconforming use rights pursuant to 14-132, the building and use may be restored or repaired provided that no new nonconformities are created and that the existing degree of nonconformity is not increased. A building permit to reconstruct a destroyed or damaged building must be obtained within 2 years of the date of occurrence of such damage.

14-134 Nonconforming Development Features

(1) Description

A nonconforming development feature is any aspect of a development—other than a nonconforming lot, nonconforming structure or nonconforming use—that was lawfully established, in accordance with zoning regulations in effect at the time of its

ARTICLE XIII NONCONFORMITIES

14-134 Nonconforming Development Features

establishment but that no longer complies with one or more regulations of this zoning ordinance. Common examples of nonconforming development features are off-street parking or loading areas that contain fewer spaces than required by current regulations and sites that do not comply with current landscaping or screening requirements.

(2) General

Nonconforming development features may remain except as otherwise expressly stated in this zoning ordinance, but the nature and extent of nonconforming site features may not be increased except as otherwise expressly stated in this zoning ordinance.

ARTICLE XIV. VIOLATIONS, PENALTIES AND ENFORCEMENT¹

14-122 Responsibility for Enforcement.....	14-1	14-126 Remedies Cumulative.....	14-3
14-123 Violations.....	14-1	14-127 Persons Subject to Penalties.....	14-3
14-124 Remedies and Enforcement Powers.....	14-1	14-128 Enforcement Procedures.....	14-3
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14-140 Responsibility for Enforcement

The **community development director** is responsible for the interpretation, administration and enforcement of the provisions of this zoning ordinance unless otherwise expressly stated.

14-141 Violations

- (1) It is unlawful and a violation of this zoning ordinance for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or use any land in the city, or cause any of these actions, contrary to or in violation of any of the provisions of this zoning ordinance. Any violation of a provision of this zoning ordinance—including but not limited to all of the following—may be subject to the remedies and penalties provided for in this zoning ordinance.
 - (a) To use land or buildings in any way not consistent with the requirements of this zoning ordinance;
 - (b) To erect a building or other structure in any way not consistent with the requirements of this zoning ordinance;
 - (c) To engage in the use of a building or land or any other activity requiring one or more permits or approvals under this zoning ordinance without obtaining such required permits or approvals;
 - (d) To engage in the use of a building or land or any other activity requiring one or more permits or approvals under this zoning ordinance in any way inconsistent with any

such permit or approval or any conditions imposed on the permit or approval;

- (e) To violate the terms of any permit or approval granted under this zoning ordinance or any condition imposed on the permit or approval;
 - (f) To obscure, obstruct or destroy any notice required to be posted or otherwise given under this zoning ordinance;
 - (g) To violate any lawful order issued by any person or entity under this zoning ordinance; or
 - (h) To continue any violation after receipt of notice of a violation.
- (2) Each day that a violation remains uncorrected after receiving notice of the violation from the city constitutes a separate violation of this zoning ordinance.

14-142 Remedies and Enforcement Powers

The city has all remedies and enforcement powers allowed by law, including the following:

(1) Withhold Permit

The community development director may deny or withhold permits, certificates or other forms of authorization on any land or structure or improvements upon which there is an uncorrected violation of a provision of this zoning ordinance or of a condition or qualification of a permit, certificate, approval or other authorization previously granted by the city. This enforcement provision may be

¹ This article includes a greatly expanded set of proposed enforcement provisions. The current ordinance states that “Any person, firm, or corporation, or agent, employee, or contractor of such who violates, destroys, omits, neglects, or refuses to comply with, or who resists enforcement of any provision of this ordinance, shall be subject to a fine of not more than One Thousand (\$1,000.00) Dollars or, upon nonpayment of fine, imprisonment for not more than thirty (30) days for each offense; and each day that a violation continues to exist shall constitute a separate offense. Costs of prosecution shall also be assessed.”

ARTICLE XIV VIOLATIONS, PENALTIES AND ENFORCEMENT

14-143 Previous Enforcement Actions

used regardless of whether the current owner or applicant is responsible for the violation in question.

(2) Permits Approved with Conditions

Instead of withholding or denying a permit or other authorization, the community development director may grant such authorization subject to the condition that the violation be corrected.

(3) Revoke Permits

(a) Any permit, certificate or other form of authorization required under this zoning ordinance may be revoked by the community development director when the community development director determines:

1. That there is departure from the plans, specifications, or conditions as required under terms of the permit,
2. That the development permit was procured by false representation or was issued by mistake, or
3. That any of the provisions of this zoning ordinance are being violated.

(b) Written notice of revocation must be served upon the owner, the owner's agent or contractor, or upon any person employed on the building or structure for which such permit was issued. If no persons can reasonably be served with notice, the notice must be posted in a prominent location. After delivery or posting of notice, no construction or development may proceed.

(4) Withhold Public Utility Service

The community development director may require that public utility service be withheld until such time as the structure or premises are no longer in violation of this zoning ordinance.

(5) Stop Work

With or without revoking permits, the community development director may order work to be stopped on any building or structure on any land on which there is an uncorrected violation of a provision of this zoning ordinance or of a permit or other form of authorization issued under the zoning ordinance.

(6) Revoke Plan or Other Approval

Where a violation of this zoning ordinance involves a failure to comply with approved plans or conditions to which the approval of such plans was made subject, the community development director may, upon notice to the applicant and other known interested parties (including any holders of building permits affected): (a) revoke the plan or other approval or (b) condition its continuance on strict compliance with this zoning ordinance or the provision of security to ensure that construction is completed in compliance with approved plans, or such other conditions as the community development director may reasonably impose.

(7) Injunctive Relief

The city may seek an injunction or other equitable relief in court to stop any violation of this zoning ordinance or of a permit, certificate or other form of authorization granted under the zoning ordinance.

(8) Abatement

The city may seek a court order in the nature of mandamus, abatement, injunction or other action or proceeding to abate or remove a violation or to otherwise restore the premises in question to the condition in which they existed prior to the violation.

(9) Other Enforcement Powers

In addition to all other actions and penalties authorized in this article, the city attorney is authorized to institute injunctive, abatement or any other appropriate judicial or administrative actions or proceedings to prevent, enjoin, abate, or remove any violations of this zoning ordinance. The city may also, after due notice to the owner of the violation, issue a citation for violation of this zoning ordinance requiring the presence of the violator in **municipal court**.

14-143 Previous Enforcement Actions

Nothing in this zoning ordinance prohibits the continuation of previous enforcement actions, undertaken by the city pursuant to previous valid ordinances and laws.

ARTICLE XIV VIOLATIONS, PENALTIES AND ENFORCEMENT

14-144 Remedies Cumulative

14-144 Remedies Cumulative

The remedies and enforcement powers established in this zoning ordinance are cumulative, and the city may exercise them in any combination or order.

to give notice simultaneously with beginning enforcement action. Notice may be provided to the property owner, to any other person who is party to the approval and to applicants for any relevant permit.

14-145 Persons Subject to Penalties

The owner or tenant of any building, structure, premises, or part thereof, and any architect, builder, contractor, or agent, or other person who commits, participates in, assists in, or maintains such violations may each be found guilty of a separate offense and be subject to penalties, remedies and enforcement actions.

14-146 Enforcement Procedures

(1) Non-Emergency Matters

In the case of violations of this zoning ordinance that do not constitute an emergency or require immediate attention, the community development director must give notice of the nature of the violation to the property owner or to any other person who is party to the approval or to any applicant for any relevant permit in the manner stated in this section, after which the persons receiving notice have 10 days to correct the violation before further enforcement action may be taken. Notice must be given in person by hand delivery or by U.S. Mail or by posting notice on the premises. Notices of violation must state the nature of the violation and the time period for compliance and may state the corrective steps necessary and the nature of subsequent penalties and enforcement actions should the situation not be corrected. When no current address exists for the owner and attempts to reach the owner have been unsuccessful, notice may be posted on the property. In that case, documentation must be maintained in the case file of the unsuccessful attempts to reach the property owner and a photograph of the posted notice must be retained as part of the case file.

(2) Emergency Matters

In the case of violations of this zoning ordinance that constitute an emergency situation as a result of public health or safety concerns or violations that will create increased problems or costs if not remedied immediately, the city may use the enforcement powers available under this zoning ordinance without prior notice, but the community development director must attempt

ARTICLE XI. APPROVAL PROCEDURES

This document includes provisions that were previously included in the procedures article of the Module 1. They have been removed from the ordinance and are now proposed for inclusion in a separate *Zoning Procedures Manual*.

14-110 Common Provisions¹

(110) Preapplication Meetings

- (a) **Purpose**
Preapplication meetings provide an early opportunity for staff and applicants to discuss required procedures, standards and regulations.
- (b) **Applicability**
Preapplication meetings are required whenever the provisions of this zoning ordinance or the [Zoning Procedures Manual](#) expressly state that they are required. They are encouraged in all cases.
- (c) **Scheduling**
Preapplication meetings must be scheduled with community development department staff.
- (d) **Guidelines**
The zoning administrator is authorized to establish guidelines for preapplication meetings, including information to be provided and any available alternatives to face-to-face meetings, such as telephone conversations and email correspondence.
- (e) **Form of Application**
Applications required under this zoning ordinance must be submitted in a form and in such numbers as specified by the official responsible for accepting the application. Applications must include materials and information to assist authorized review and decision-making bodies in their consideration of the application, including at least the following:

- 1. A list of the names and addresses of all owners of record of the property that is the subject of the application; and
- 2. Maps, plats, surveys, dimensioned site plans, engineering documents, environmental reports, traffic studies, and other materials and information, as required by this zoning ordinance or application checklists established by the official responsible for accepting the application. Application forms and submittal requirements must be made available to the general public.

(f) Completeness, Accuracy and Sufficiency²

- 1. An application will be considered complete and ready for processing, only if it is submitted in the required number and form, includes all required information and is accompanied by the required application filing and notification fees.
- 2. The official responsible for accepting the application is authorized to refuse acceptance of an incomplete application. If an application is determined to be incomplete, the official responsible for accepting the application must provide written notice to the applicant along with an explanation of the application's deficiencies.
- 3. No further processing of incomplete applications will occur and incomplete applications will be pulled from the processing cycle. When the deficiencies are corrected, the application will be placed in the first available processing

¹ Several of provisions are new, but unless flagged, they do not likely represent as substantive change to current city practice.

² New proposed section.

cycle. If the deficiencies are not corrected by the applicant within 90 days, the application will be deemed to have been withdrawn.

4. Applications deemed complete will be placed in the first available application processing cycle and will be reviewed by staff and other review and decision-making bodies in accordance with applicable review and approval procedures of this zoning ordinance.

(111) Application Processing Cycles

The zoning administrator and other officials responsible for accepting applications, after consulting with review and decision-making bodies, is authorized to promulgate reasonable cycles and timelines for processing applications, including deadlines for receipt of complete applications.

(112) Neighbor Communications³

- (a) The recommended content of such summaries is as follows:
 1. Efforts to notify neighbors about the proposal (how and when notification occurred, and who was notified);
 2. How information about the proposal was shared with neighbors (mailings, work-shops, meetings, open houses, fliers, door-to-door handouts, etc.);
 3. Who was involved in the discussions;
 4. Concerns raised by neighbors; and
 5. What specific changes (if any) were considered and/or made as a result of the neighbor communications.

(113) Public Hearing Notices

- (a) **Published Notice**
Whenever the provisions of this zoning ordinance require that published notice be provided, the notice must be published in the city's official newspaper in accordance with Wis. Stats. Chapter 985.

(b) Mailed Notice⁴

1. Whenever the provisions of this zoning ordinance require that notices be mailed to property owners, the notices must be sent via United States Postal Service First Class (aka "regular") mail.
2. Property owner addresses must be obtained from the latest property ownership information available in the **Brown County treasurer's office.**

(c) Posted Notice

Whenever the provisions of this zoning ordinance require that notice signs be posted at least one notice sign must be posted on each public street frontage abutting the subject property in locations plainly visible to passers-by. If the subject application includes an area with more than 1,000 feet of street frontage on a single street, at least one sign must be posted for each 1,000 feet of street frontage or fraction thereof on that street.

(d) Courtesy Notices

In addition to the forms of notice required to be provided by this zoning ordinance, the city may elect to provide additional forms of courtesy notification by, for example, mailing notice to neighborhood or business organizations, posting notice signs on or near the subject property, posting notices in city hall or other government buildings or providing notice via the Internet.

(e) Content of Notices

All required hearing notices must:

1. Indicate the date, time and place of the hearing or date of action that is the subject of the notice;
2. Describe any property involved in the application by address or by a commonly understood description of the location;
3. Describe the general nature, scope and purpose of the application or proposal; and

³ Possible new section?

⁴ Instead of requiring mailed and posted notice by ordinance, these types of notices could be handled under the "courtesy notice" provisions.

4. Indicate where additional information on the matter can be obtained.

(f) **Constructive Notice**

1. When the records of the city document the publication or mailing of notice, as required by this article, required notice of the public hearing will be presumed to have been given.
2. Minor defects in required notices will not be deemed to impair the notice or invalidate proceedings pursuant to the notice. Minor defects in notice are limited to errors in a legal description or typographical or grammatical errors that do not impede communication of the notice to affected parties. If questions arise at the hearing regarding the adequacy of notice, the hearing body must make a formal finding about whether there was substantial compliance with the notice requirements of this zoning ordinance.

14-111 Ordinance Text Amendments

(110) Notice of Hearing

Notice of required public hearings on a zoning ordinance text amendment must be published in accordance with the Class 2 notice requirements of Wis. Stats. Chapter 985.

14-112 Zoning Map Amendments

(110) Notice of Hearing

(a) **Published**

Notice of required public hearings on a zoning map amendment must be published in accordance with the Class 2 notice requirements of Wis. Stats. Chapter 985.

(b) **Mailed**

Notice must be mailed to all of the following at least 10 days before required public hearings:

1. The subject property owner; and
2. All owners of property within 300 feet of the subject property.

(c) **Posted**

At least one notice sign must be posted on each public street frontage abutting the subject property at least 10 days before required public hearings.

14-113 Conditional Uses

Drafting of conditional use procedures delayed pending final decision on whether the new ordinance will include conditional uses.

14-114 Site Plan Review⁵

(110) Review Process

(a) **Administrative Site Plans**

1. The zoning administrator must make a final decision or provide comments within 30 days of receipt of a complete site plan submittal package, unless the applicant agrees to an extension of time in writing, by letter or email communication.
2. If an application for an administrative site plan is denied, the reasons for denial must be provided through written comment, either electronically or regular mail, and such correspondence must detail the aspects of the site plan that are not in compliance with applicable regulations.
3. If a site plan is denied, a new application may be submitted for consideration.
4. If an administrative site plan requires revisions for approval, the applicant must revise the site plan in accordance with administrative comments. To be considered for further review, the applicant must resubmit the revised site plan along with an explanation of how each administrative comment was addressed. Upon receipt of a complete resubmittal package, the

⁵ The site plan review procedures of this section are basically all new. They are intended to provide greater clarity regarding site plans that can be approved by staff and those that require PC approval. They will likely require further revision in response to local reviews and to address the types of substantive regulations included in future modules of the new ordinance.

ARTICLE XI APPROVAL PROCEDURES

14-115 Design Exceptions

zoning administrator must provide any written administrative comments that require further revision or provide acknowledgment that all administrative comments have been satisfied.

5. If a revised administrative site plan has satisfied all administrative comments, community development department staff will request that the applicant submit, signed and dated, digital and reproducible copies of the site plan. The community development department will provide written confirmation of approval, along with the date of such approval.
6. The community development department will retain the duly certified copy in the department's permanent files. The applicant is responsible for the securing and submitting duly certified copies of the approved site plan as required to secure building permits and other required approvals in accordance with this zoning ordinance.

(b) Public Hearing Site Plans

1. Upon receipt of a complete application for approval of a public hearing site plan, the zoning administrator must review the proposed site plan and provide administrative review comments within 30 days.
2. To be considered for further review, the applicant must resubmit the revised site plan along with an explanation of how each administrative comment was addressed. Upon receipt of a complete resubmittal package, the zoning administrator must provide any written administrative comments that require further revision or establish a date for a public hearing by the plan commission.
3. The plan commission must take action to approve the proposed site plan, approve the proposed site plan subject to conditions or deny approval of the proposed site plan within 30 days of the public hearing unless the required time-frame for action is waived by the applicant.

4. If an application for public hearing site plan approval is denied, the reasons for denial must be stated in writing, specifying the aspects of the plan that are not in compliance with applicable regulations. If a site plan application is denied, a new application may be submitted for further consideration.
5. If a public hearing site plan is approved subject to specific conditions and all administrative review comments, the applicant must revise the site plan in accordance with those conditions and comments and resubmit the plan for review. The zoning administrator must act on all resubmitted public hearing site plans within 15 business days of their receipt.
6. If a public hearing site plan is approved, the applicant must submit signed and dated digital and reproducible copies of the site plan to the zoning administrator, and the zoning administrator must provide written verification of approval, along with the date of approval.
7. The community development department must retain the duly certified copy in the department's permanent files. The applicant is responsible for securing and submitting duly certified copies of the approved site plan as required to secure building and other permits in accordance with this zoning ordinance.

14-115 Design Exceptions

Design exception procedures may be included in a future draft as a means of authorizing staff and the plan commission to grant relief from strict compliance with specified building and site design requirements. This issue will be addressed when new building and site design provisions are provided as part of upcoming module.

14-116 Variances

(110) Notice of Hearing

- (a) Class 1 notice of the board of appeals' required hearing on a variance application

must be published in accordance with Wis. Stats. Chapter 985.

- (b) Notice must be mailed to all of the following at least 10 days before the board of appeals' required hearing:
 1. The subject property owner; and
 2. All owners of property within 100 feet of the subject property.

14-117 Reasonable Accommodation⁶

(110) Application Filing

- (a) The application must include a detailed explanation of why the modification is reasonably necessary to make the specific housing available to a person with a disability, including information establishing that the applicant is disabled under applicable laws, as well as other information required by the zoning administrator to make the determination. If the project for which the reasonable accommodation request is being made also requires an additional zoning approval, then the applicant must file the request concurrently with the application for the other approval.
- (b) No application filing fees are required in connection with a request for reasonable accommodation.

14-118 Written Interpretations

(110) Application

A complete application for a written interpretation request may be submitted to the zoning administrator.

(111) Action

Within 30 days of receipt of a complete application, the zoning administrator must (1) review and evaluate the interpretation request in light of the provisions that are the subject of the interpretation request and any other relevant documents (2) consult with the city attorney and other affected staff and (3) prepare a written interpretation.

⁶ New proposed authority/procedure.

(112) Form

The interpretation must be provided to the applicant in writing and filed in the official record of interpretations.

(113) Official Record

The zoning administrator must maintain an official record of written interpretations. The record of interpretations must be available for public inspection in the office of the zoning administrator during normal business hours.

14-119 Appeals of Administrative Decisions

(110) Notice of Hearing

- (a) Class 1 notice of the board of appeals' required hearing on an appeal of an administrative decision must be published in accordance with Wis. Stats. Chapter 985.
- (b) Notice must be mailed to the subject property owner at least 10 days before the board of appeals' required hearing.
- (c) Notice of the filing of an appeal must be forwarded to the common council president and the alderperson of the ward in which the subject property is located.

(111) Hearing and Final Decision⁷

- (a) The board of appeals must hold a hearing to consider the appeal.
- (b) Following the close of the hearing, the board of appeals must take action on the appeal. The board's decision must be supported by written findings of fact.
- (c) In exercising the appeal power, the board of appeals has all the powers of the administrative official from whom the appeal is taken. The board of appeals may affirm or may, upon the concurring vote of a simple majority of board members present and voting, reverse, wholly or in part, or modify the decision being appealed.
- (d) In acting on the appeal the board of appeals must grant to the administrative official's

⁷ The existing 30-day shot-clock on appeals has been eliminated. The requirement for board action within 30 days of filing seems unreasonably short and there is no written consequence of not acting within the 30-day period.

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14-119 Appeals of Administrative Decisions

decision a presumption of correctness, placing the burden of persuasion of error on the appellant.