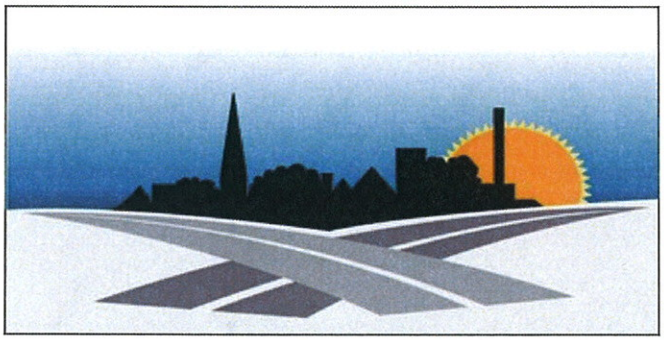
Village of Johnson Creek

Crossroads With A Future



Plan Commission Report

April 18, 2013

Prepared by

Mark Johnsrud

Village Administrator/Zoning Administrator

VILLAGE OF JOHNSON CREEK
MEETING NOTICE

PLAN COMMISSION
April 18, 2013
Village Hall
125 Depot Street
5:30 p.m.

1. Call to order; Roll Call
2. Statement of Public Notice
3. Approve Minutes of November 15, 2012
4. Personal Appearances
5. Resolution 22-13 Extraterritorial Subdivision – Timothy Dettmann - Town of Milford
6. Resolution 23-13 Planned Development – Rock River Power Sports
7. Next Meeting May 16, 2013 – 5:30 p.m.
8. Adjourn

Members: David Armstrong, Nick Ansay, David Blend, Chad Chapman, Greg Schopp, C.J. O'Neil and Scott Thomas.

*Page/packet numbers relate to meeting packets distributed to appropriate commission/committee members.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the meeting above to gather information. No action will be taken by any governmental body at the meetings above other than by the governmental body specifically referred to in the above notice.

STATE OF WISCONSIN **VILLAGE OF JOHNSON CREEK** **JEFFERSON COUNTY**

RESOLUTION 22-13

EXTRATERRITORIAL SUBDIVISION
TIMOTHY DETTMANN - TOWN OF MILFORD

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, by State Statue the Village has the right to review subdivisions of land within one and one half miles of the Village's corporate limits,

WHEREAS, it is in the best interest of the Village to review any subdivision of land within our extraterritorial review to ensure that future land use and services are compatible with our Urban Service Area within Johnson Creek's Comprehensive Plan,

WHEREAS, Timothy Dettman, the owner of Parcel # 020-0714-0122-000, W7295 CTN N, Johnson Creek, WI, located in the Town of Milford, has requested to subdivide, Lot 1, a 1.00 acre parcel, from a parcel of 40 acres, and

WHEREAS, Lot 1 has improvements of a residence with the remaining 39 acres of the parcel to remain zoned A-1 farmland, and

WHEREAS, this subdivision is in not in compliance with the Village Comprehensive Plan based on a right of way along County Trunk Highway N being only thirty-three (33) feet when the necessary right of way should be fifty (50) feet from the centerline per the Comprehensive Plan, and

NOW THEREFORE BE IT RESOLVED, that the Village Board approves the subdivision of parcel # 020-0714-0122-000 to include Lot 1 subject to Timothy Dettmann providing a Certified Survey Map (CSM) with a fifty (50) foot right of way from the centerline of C.T. H. "N", and

BE IT FURTHER RESOLVED, that the Village Administrator and the Village Clerk/Treasurer have the authority to effectuate this resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 22nd day of April 2013.

_____
Greg Schopp, Village President

ATTEST:

_____
Joan Dykstra Clerk-Treasurer

VILLAGE OF JOHNSON CREEK

125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2296)

Extraterritorial Subdivision Application (ETZA)

APR 01 2013

Village ordinance 245-29 requires approval of ETZA (property located within 1.5 miles of the corporate limits of the Village of Johnson Creek) preliminary plats by the Village Board.

The following information and documentation is required to be submitted to the Village Administrator prior to 2:00 p.m. on the first Friday of the month in which you wish Plan Commission consideration. Please include the following information with your completed Extraterritorial Subdivision Application.

APR - 1 2013 $400.00 #1128

- Twenty ~~(20)~~ 15 copies (11" X 17") folded to (8½" X 11") of plat of survey or preliminary CSM prepared by a land surveyor registered in the State of Wisconsin, as applicable, showing all land that is/are under ownership or control of the subdivider, the entire frontage of all parcels that are under the ownership or control of the subdivider that are contiguous to the public right-of-way fronting the parcel(s) to be created and a supplemental area location map. Show the location, elevation, all streets bordering the property, and use of any abutting lands and their structures within 40 feet of the subject site.
- Where the land to be subdivided is located adjacent to the intersection of two town roads, the Village will only require dedication of land for public right-of-way purposes on that portion of the land fronting the road on which the parcel(s) is/are to be created.
- Application Fee $100.00 per parcel created (Ordinance 33-6 Fees)
- Payment of Reimbursable Cost Fees (See Appendix A) (Ordinance 33-6 Fees)
- Provide any additional information as required by the Building Inspector, Plan Commission or Village Board.

Please type this information if possible.

Address of property involved (including township)	N7295 CTH-N Johnson Creek Town of Milford
Parcel number: Number of acres of parent parcel:	020-0714-0122-000 Containing 32.5 A
Purpose of subdivision (explain in full, attach page if necessary)	DeTach Home from Parcel as a part of Farm Reorganization
Name of petitioner	Timothy E Dettmann
Mailing address of petitioner	N7295 CTH-N Johnson Creek, WI 53038
Daytime phone number of petitioner	920-699-3133
Name of property owner	Timothy Dettmann

VILLAGE OF JOHNSON CREEK

125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2296)

Extraterritorial Subdivision Application (ETZA)

Mailing address of property owner	N7295 CTH-W Johnson Creek, WI 53038
Daytime phone number of property owner	920-699-3133
Legal description of property involved	-Can Attach-
Name of Architect, Professional Engineer, or Contractor	New Frontier Land Surveying LLC
Property is presently used as:	Farm Home
Type of structure and proposed use of structure or site including number of employees if applicable	Farm Home
How would this land division affect the Village?	None
Property is presently zoned as:	A-1

Signature of Owner

3-21-2013

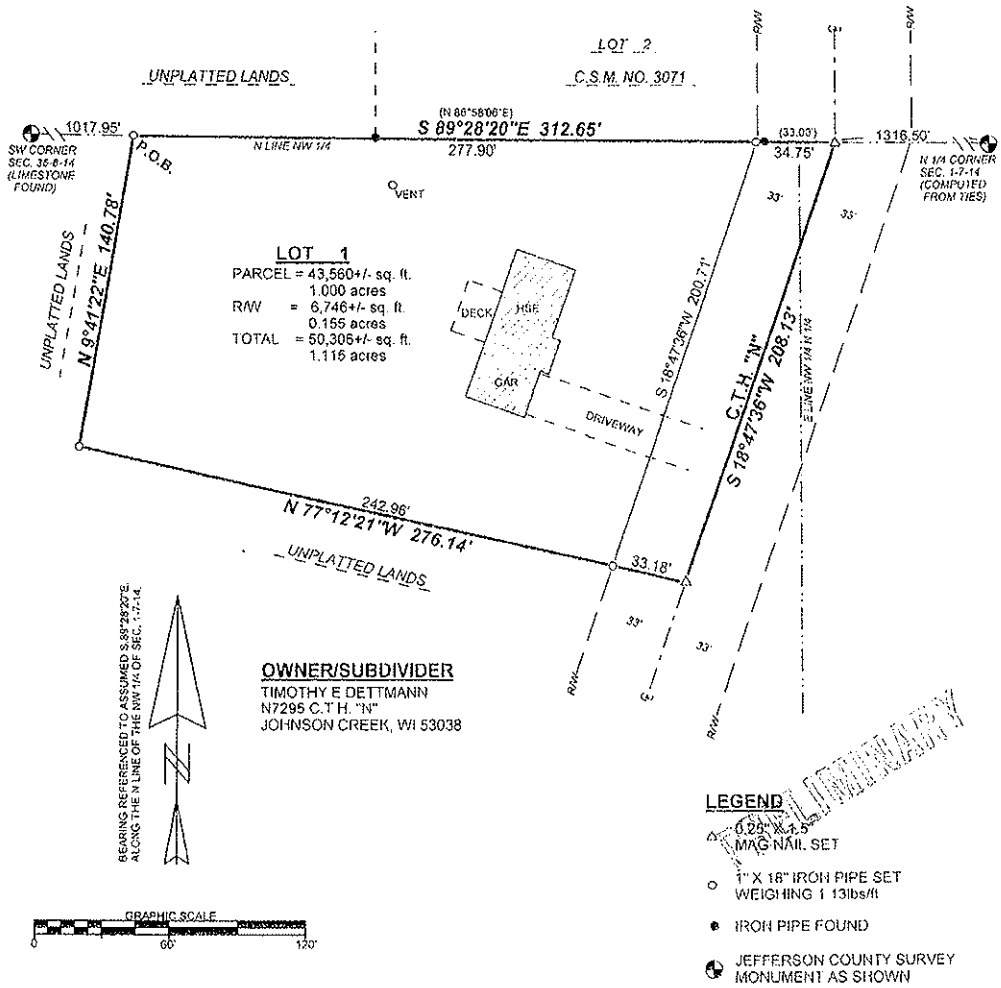
Date of Signature

Signature of Petitioner

3-21-2013

Date of Signature

A SURVEY OF A PART OF THE FRACTIONAL NORTHWEST 1/4 OF THE NORTHWEST 1/4, AND A PART OF THE FRACTIONAL NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 1, TOWN 7 NORTH, RANGE 14 EAST, TOWN OF MILFORD, JEFFERSON COUNTY, WISCONSIN.



OWNER/SUBDIVIDER
TIMOTHY E DETTMANN
N7295 C.T.H. "N"
JOHNSON CREEK, WI 53038

LEGEND

- 0.25" X 1.5" MAG NAIL SET
- 1" X 18" IRON PIPE SET WEIGHING 1.13lbs/ft
- IRON PIPE FOUND
- JEFFERSON COUNTY SURVEY MONUMENT AS SHOWN

Approved by the Planning and Zoning Committee of Jefferson County this

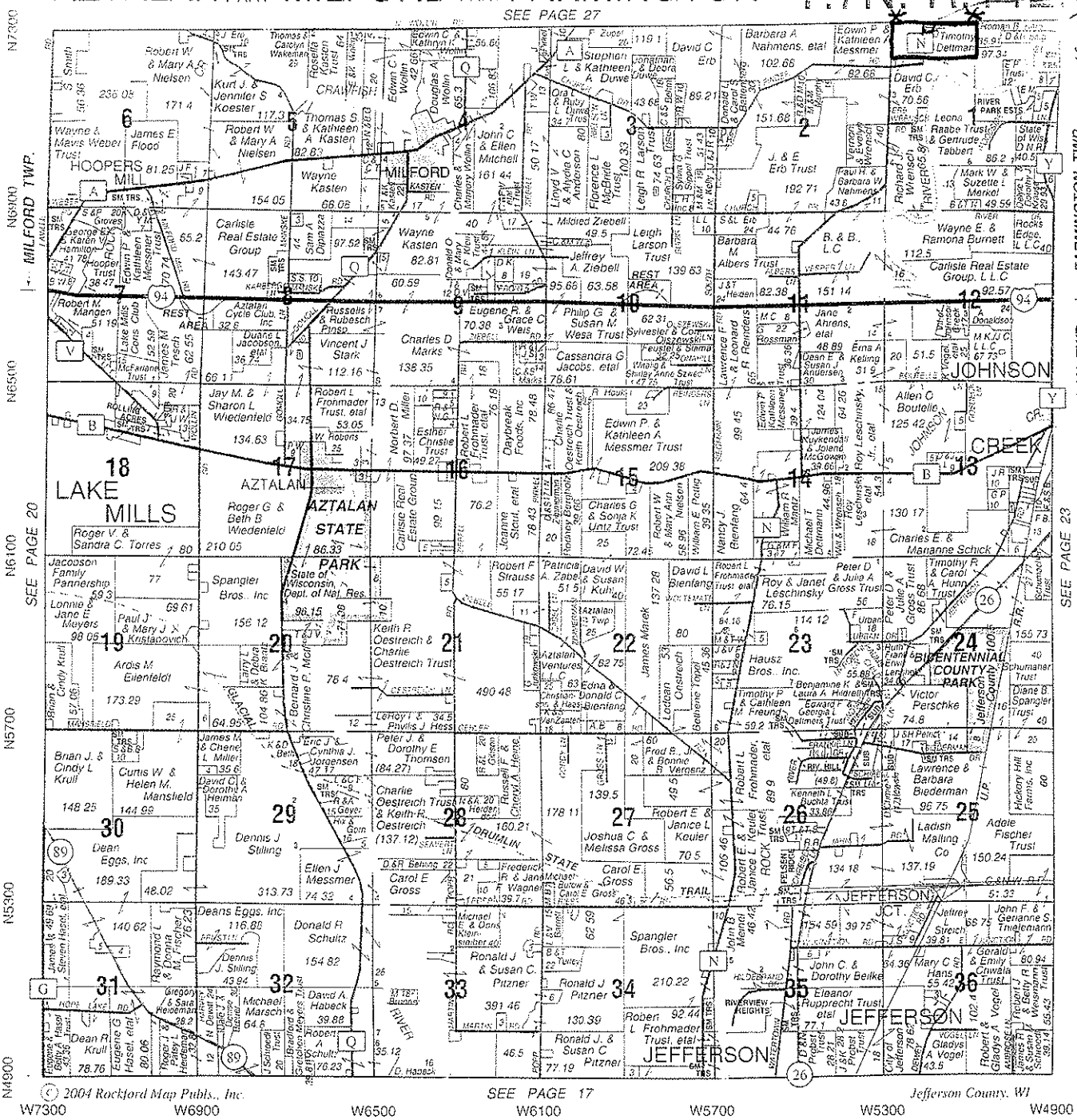
_____day of_____, 2013

_____
Zoning Administrator

JOB NO. 12-1854A
SHEET 1 OF 2 SHEETS

Dated this_____day of_____, 2013

_____
Mark R. Tomashek WI RLS S-2340
New Frontier Land Surveying, LLC.
Beaver Dam, Wisconsin
If the surveyors stamp is not RED in color, this instrument is not an original document.



Parcel To be Separated

WEIS EXCAVATING INC.

Specializing in:

Basement Excavation • Driveway Construction • Grading • All Types Of Septic Systems

Also affiliated with Weis Excavating Inc. is TCS (Technical Consulting Services, Inc.)

TCS Inc. offers additional expertise in:

Soil Testing • Septic Inspections • Well Inspections • Water Sampling • General Consultation In Sanitary Issues

Call: (920) 699-WEIS (9347)

or contact us by Fax: (920) 699-FAXX (3299) or via E-Mail: weis@jefnet.com

P.O. BOX 340 • JOHNSON CREEK, WISCONSIN 53038

Dale A. Weis, Owner/President

Certification #220889 • MPRS/CSTM

AGENDA ITEM – PC2013-0418-01

ROUTING:

Village Board 04-22-13

BACKROUND INFORMATION:

Extraterritorial subdivision review is provided to the Village by state statute within one and one-half miles of the corporate Village limits. Village approval is required to permit any subdivisions within the area of extraterritorial review.

GENERAL LOCATION:

Parcel is located to the northwest of the Village Corporate limits within the Town of Milford.

RECOMMENDATIONS OF OTHER BOARDS AND COMMISSIONS:

N/A

CONSISTENCY WITH ADOPTED COMPREHENSIVE PLAN:

The Village Comprehensive Plan requires a 100 foot right of way easement on C.T.H. N. The subdivision is not consistent with the comprehensive plan.

STAFF ANALYSIS:

Parcel #020-0714-0122-000 is currently zoned A1, a parcel of 40 acres with a residence. The property owner, Timothy Dettmann, is requesting to subdivide Lot 1 of 1.00 acre which includes the residence and a right of way of thirty-three (33) feet. The subdivision is not consistent with the Village Comprehensive Plan. Approval of the Certified Survey Map (CSM) must comply with the fifty (50) foot right of way from the centerline along C.T.H. "N" to be in compliance with the Village Comprehensive Plan.

STATE OF WISCONSIN **VILLAGE OF JOHNSON CREEK** **JEFFERSON COUNTY**

RESOLUTION 23-13

PLANNED DEVELOPMENT
ROCK RIVER POWER SPORTS

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, Mike DuClos of Rock River Power Sports is requesting approval of a Planned Development – Site Plan for the development of a 28,000 square foot, indoor sales and service facility on parcel # 141-0716-0731-000, 400 N. Watertown Street, and

WHEREAS, the development site is zoned Planned Business and is comprised of approximately four (4) acres, and

WHEREAS, the Village Planner, Sarah Pittz of Vierbicher, and the Village Engineer, Kevin Lord of MSA, have provided preliminary site plan review, and

WHEREAS, the Village Board has entered into a terms agreement leading to a development agreement with Mike DuClos of Rock River Power Sports in the development of the site, and

WHEREAS, Planned Development of this site includes the following:

1) 250-115 Regulation - Signs to permit an on-premise monument sign not to exceed twelve (12) feet in height with a maximum sign area not to exceed two-hundred (200) feet, excepting a wall sign not to exceed two hundred (200) feet subject to all other signs not exceeding fifty (50) square feet for a total of two hundred, fifty (250) feet of combined sign faces excepting the monument sign, and
2) 250-39 Land Use – Parking to permit one space per 300 square feet of gross floor area excluding the building use of "cold storage". (Example 28,000 sq. ft. less 7000 sq. ft. equals 21,000 square feet divided by 300 square feet equals 70 parking spaces.) Paved driveway access may not be used to meet this requirement, and
3) 250-101 Performance Standards – Exterior Construction to approve the site plan building design as depicted subject to meet 250-101(C)(2) to prohibit the use of corrugated steel panels with exposed metal fasteners, and

NOW THEREFORE BE IT RESOLVED, that the Village Board approves the Planned Development and Preliminary Site Plan subject to approval of the Village Engineer, Sarah Pittz, and the Village Engineer, Kevin Lord of the final site plan, grading plan, stormwater plan, landscaping plan and photometric lighting plan, in accordance with Village Code, and

BE IT FURTHER RESOLVED, that the Village Administrator and the Village Clerk/Treasurer have the authority to effectuate this resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 22nd day of April 2013.

Attest: _____ Greg Schopp, Village President

_____
Joan Dykstra Clerk-Treasurer

VILLAGE OF JOHNSON CREEK

125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2296)

Site Plan Application

Site Plan Application Required per Ordinance 250-127

APR 05 2013

APR - 5 2013
$1,600.00

The following information and documentation is required to be submitted to the Village Administrator prior to 2:00 p.m. on the first Friday of the month in which you wish Plan Commission consideration. Please include the following information with your completed Site Plan Application.

- Twenty (20) copies (11" X 17") folded to (8 ½" X 11) of the site plan, completed application and Agreement for Reimbursable Services.
- Payment of $300 for Site Plan Fee. (Ordinance 33-6 Fees)
- Payment of Reimbursable Development Cost Fee. (See Appendix A) (Ordinance 33-6 Fees)
- Provide any additional information as required by the Building Inspector, Plan Commission or Village Board.

Please type this information if possible.

NAME OF PROJECT (Include Parcel Number)	Rock River PowerSports
Owner's Name	Mike DuClos
Owner's Address	365 E Racine St. Jefferson
Owner's Phone # 920 220 2020	Fax # 920 674 9280
E-mail address:	mike@rockriverpowersports.com
Developer's Name	DuClos Properties LLC
Developer's Address	365 E Racine St Jefferson
Developer's Phone	920 674 9280
Developer's Fax #	920 674 9284
Ordinance Number Permitting your use	
Present Zoning Classification	PB
Date of Plan Submittal	4/5/13

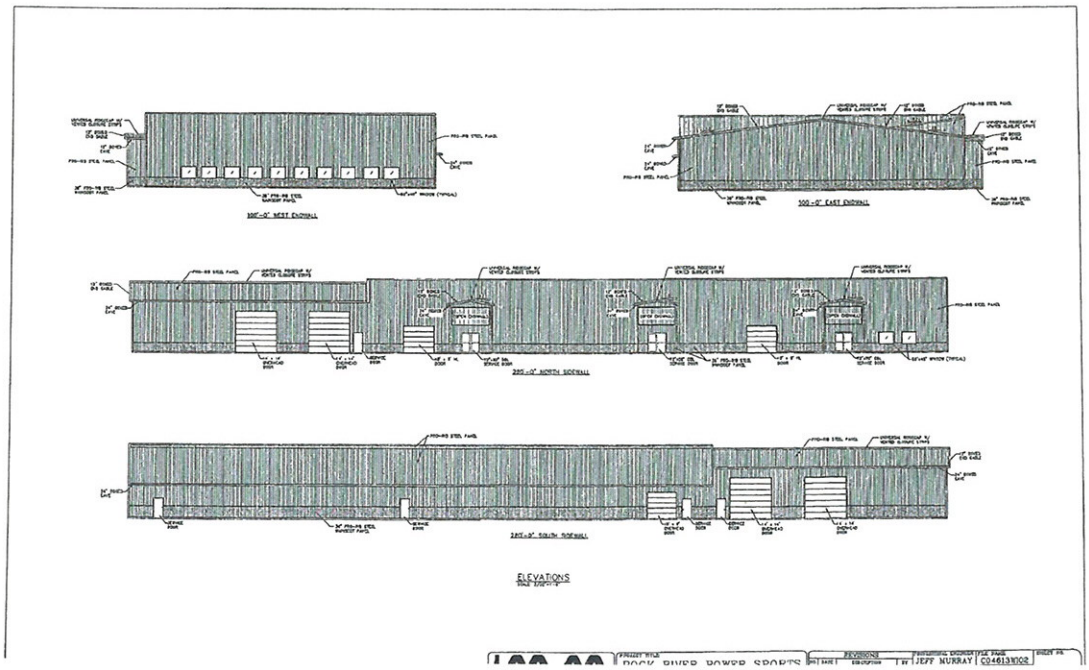
Signature of Petitioner

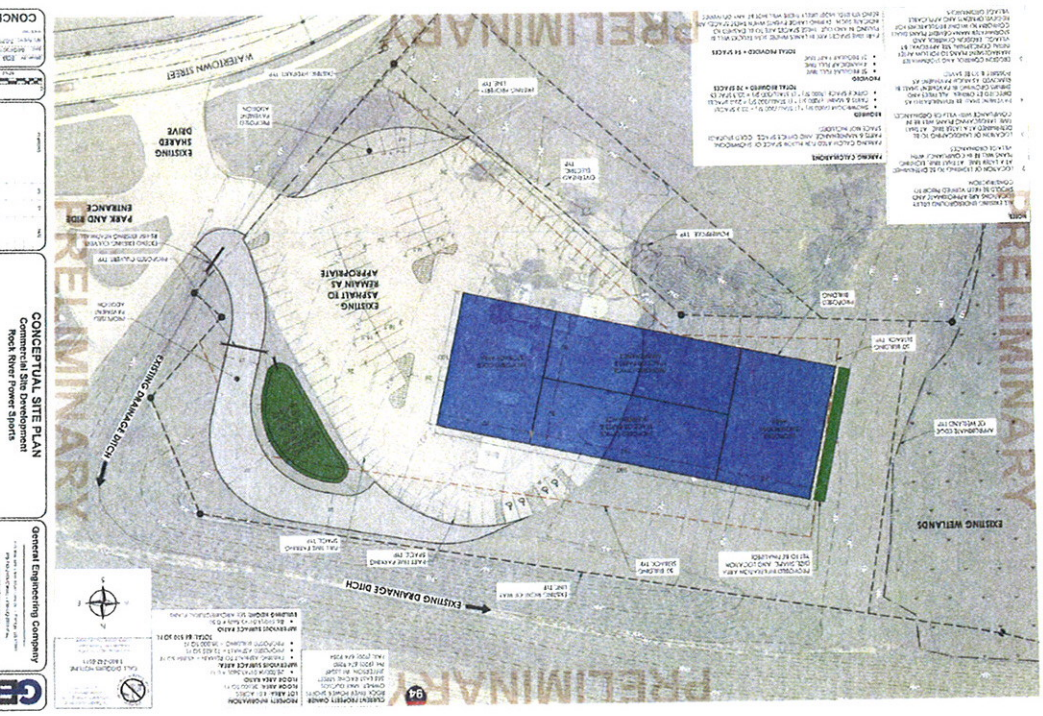
Signature of Owner

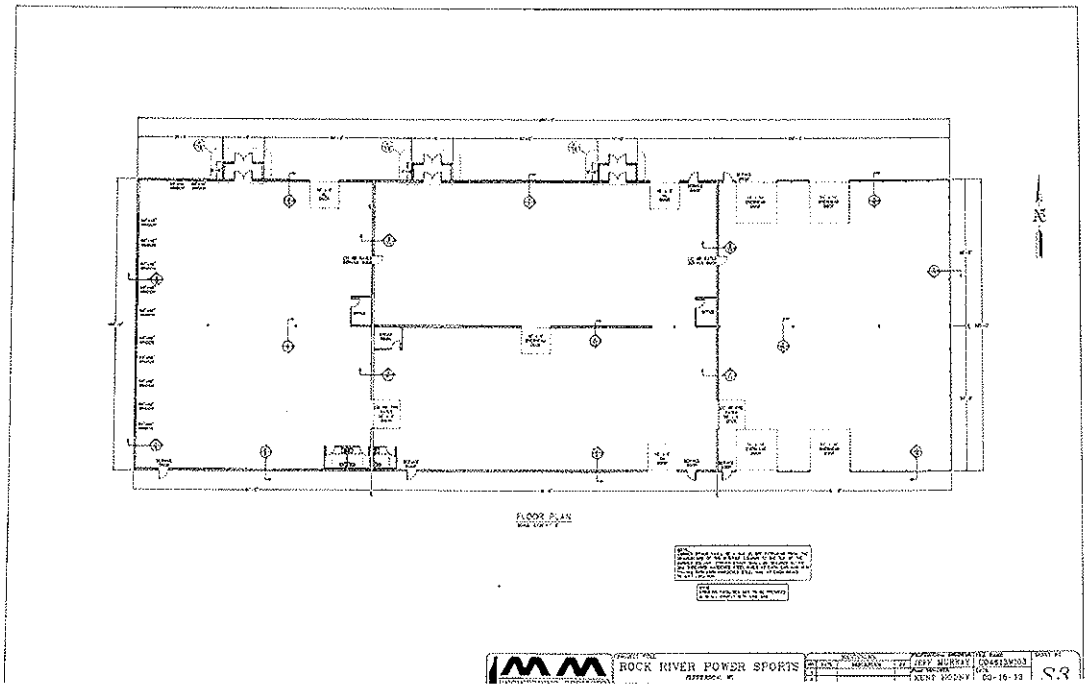
4/5/13
Date of Signature

4/5/13
Date of Signature

YAMAHA
ROCK
RIVER
ENTRANCE


100'-0" WEST ENDWALL
100'-0" EAST ENDWALL
200'-0" NORTH SIDEWALL
200'-0" SOUTH SIDEWALL
ELEVATIONS
ROCK RIVER POWER SPORTS
JEFF MURRAY
C04613W102


CONCEPTUAL SITE PLAN
Commercial Site Development
Rock River Power Sports
City of Jefferson Creek
Jefferson County, WI
General Engineering Company
GEC
PRELIMINARY
WATERTOWN STREET
EXISTING SHARED DRIVE
PARK AND RIDE ENTRANCE
EXISTING ASPHALT TO REMAIN AS APPROPRIATE
EXISTING DRAINAGE DITCH
EXISTING WETLANDS
PARKING CALCULATIONS
NOTES


FLOOR PLAN
ROCK RIVER POWER SPORTS
JEFF MURRAY
S3

AGENDA ITEM – PC2013-0418-02

ROUTING:

Village Board 04-22-13

BACKROUND INFORMATION:

Planned Development and Site Plan of 400 N. Watertown Street, Parcel # 141-0715-0731-000.

GENERAL LOCATION:

This parcel is within the Planned Business Zoning of the Village of Johnson Creek.

RECOMMENDATIONS OF OTHER BOARDS AND COMMISSIONS:

N/A

CONSISTENCY WITH ADOPTED COMPREHENSIVE PLAN:

This development is consistent with the Village Comprehensive Plan. The Village and Mike DuClos, Rock River Power Sports has entered into a terms agreement to permit exceptions to Village Code 250-115 Signs to permit 200 square feet of signage as wall mounted signage, 50 square feet of other signage and no more than 200 square feet of signage on a monument sign not greater than 12 feet high.

STAFF ANALYSIS:

Parcel 141-0715-0731-000 is currently zoned PB, as a parcel of 4 acres. The building is approximately 28,000 square feet and will be used for indoor sales and service. Indoor sales and service is a permitted use under Planned Business zoning. Total land disturbance will exceed one acre and will be subject to Wisconsin NR151 stormwater regulations. Any approval should be subject to approval of the final site plan, grading plan, stormwater plan, landscaping plan and photometric lighting plan by the Village Engineer and Village Planner. The Village Board will enter into a development agreement prior to construction of any building.

The building is a "small box" design. Construction must follow the depicted site plan and building design and meet the Village code for aesthetics to not permit the use of steel siding with exposed fasteners.

Village code requires parking to meet one parking space per 300 square feet of building space. Based on the design of the building, 7000 sq. ft. is included as "cold storage"; therefore parking requirement needs should be based on 21,000 sq. ft. /300 sq. ft. or 70 spaces. However, a portion of those spaces are designated temporary to allow semi-tractor access. The site plan uses the existing pavement which is in "poor" condition. Please review the planner and engineer reviews of the site plan requiring pavement replacement, pedestrian circulation, ADA compliance for parking near showroom, and not allowing the use of parking spaces for driveway use to the "cold storage" portion of the building.

MSA
PROFESSIONAL SERVICES
TRANSPORTATION • MUNICIPAL
DEVELOPMENT • ENVIRONMENTAL

April 15, 2013

Mark Johnsrud, Administrator
Village of Johnson Creek
125 Depot Street
Johnson Creek, WI 53038-0238

Re: Rock River Power Sports, Parcel 141-0715-0731-000
Preliminary Site Review
MSA PN 05114010

Dear Mark Johnsrud;

MSA has reviewed the conceptual site plan documents received on April 10, 2013 for the Rock River Power Sports commercial site development located at 400 N. Watertown Street in the Village of Johnson Creek. The conceptual plans do not include proposed grading, stormwater, landscaping or lighting plans which will be required prior to formal approval. In general the site plans appears acceptable for the proposed use as presented. MSA has the following comments to be addressed with the final plans:

General:

1. The final site plan review shall include all sections as stated in Article X, Section 250-127C

Grading:

1. A grading plan that meets the requirements of Article X, Section 250-127C(3) shall be submitted for review.

Stormwater Management and Erosion Control:

1. Stormwater management and erosion control requirements are contained in Part III, Chapter 238, Article II, Sections 238-10 throught 238-12 and Chapter 250, Article VIII, Section 250-100. Section 250-100-Drainage Standards states "No land shall be developed and no use shall be permitted that results in water runoff which is greater than that which existed prior to development.....per the approval of the Village Engineer or Director of Public Works." For this development, we believe the necessary sitework will result in over one acre of disturbance after the site grading and layout plans have been refined, in which case NR 151 requirements would apply. Under NR 151, the site would be classified as redevelopment, which would require a 40% TSS reduction, but would not require any infiltration or peak discharge rate control performance standards to be met. We believe the site topography will dictate that two rain gardens or other BMPs be constructed to meet the NR 151 requirements (one on the east side and one on the west side). Site appears to accommodate the requirements.

Waterways and Wetlands:

1. Mapped wetlands and potential wetlands, as well as Zone A floodplain, exist within the current parcel boundaries to the west of the proposed development. Based upon the preliminary site plan, it would appear that the development will meet requirements for wetland setbacks, and that building floor elevations will be high enough to be adequately protected against flooding, however these issues will be reviewed in detail as the site grading and layout plans become more refined. A formal delineation of the wetland boundary may be required by WDNR.

Site Plan:

1. Condition of existing asphalt is in poor shape. With construction traffic planned for the site it would be our recommendation to plan to replace the existing asphalt throughout the site.
2. Sidewalks are currently not shown and would be recommended to provide access from parking to building entrances.
3. Indicate dumpster areas and how a vehicle will maneuver to the proposed dumpster locations.
4. Details of fencing should be provided enclosing the dumpster areas shall be included.
5. Based on the existing site of 4.01 acres, the plan meets the minimum landscape surface ratio and the maximum floor area ratio.

Entrances:

1. Section 210-3 states a maximum driveway width of 25 feet at the right-of-way allowed to flare to 30 feet at the curb. The current drive is approximately 40 feet wide at the right-of-way. It would be encouraged to utilize the existing drive width instead of increasing the width to approximately 70 feet.
2. Indicate signage, fencing, curbing, or natural barriers to prevent cross-traffic from the parking stalls in the SE corner of the property from the pavement addition for semi-trailer maneuvering. Indicate if these two uses will be separated or conjoined, and how the driveway will be signed and painted to designate the intended uses.
3. Show semi-trailer turning movements at the site entrance as to not interfere with adjacent vehicle parking.

Parking:

1. Parking stall design, as shown, meets the required stall size and driving lane widths per Section 250-87F(10).
2. Seventy (70) parking stalls are required per Section 250-39 and per calculations shown to meet requirements for the showroom (7000 SF), parts and maintenance (7000 SF), and office space (7000 SF).
3. Four (4) parking stalls are required per Section 250-40A to meet requirements for the cold storage (7000 SF).
4. Concern with the part-time parking spaces currently shown. Details on how those will be properly designated and marked will need to approved. Currently without the temporary stalls, the number does not meet the requirements.
5. Site plan shall show vehicle turning movements for all proposed vehicles using this facility. Ensure delivery vehicles (semi-trailers or delivery vehicles) can adequately maneuver in the drive lanes and will not be required to utilize the public right-of-way or the shared drive for turn arounds.
6. Four (4) ADA accessible parking stalls shall be required as shown. Of these four, two shall be designated as Van Accessible.
7. Designate ADA accessible route from ADA accessible parking stalls to building entrance.

Utilities:

1. Water and sewer are not shown to the building on the plan. Indicate if existing laterals to the existing building will be utilized and their size and location.

Lighting:

1. A lighting plan that meets the requirements of Article VIII, Section 250-90 shall be submitted for review.

Landscaping:

1. A landscaping plan that meets the requirements of Article VII shall be submitted for review.

Nothing set forth in this review of the construction and development documents by the Village Engineer shall be construed as, nor intended to be, a waiver or release of any obligations imposed on the Developer or relieve the Developer from compliance with the Village of Johnson Creek ordinances, standards and policies or any other applicable state statute or administrative rule.

Sincerely,
MSA Professional Services

Kevin C. Lord, P.E., R.L.S.
Consulting Village Engineer

KCL:jhb

cc:

vierbicher
planners | engineers | advisors

999 Fourier Drive, Suite 201
Madison, Wisconsin 53717
(608) 826-0532 phone
(608) 826-0530 FAX
www.vierbicher.com

April 12, 2013

Mark Johnsrud, Administrator
Village of Johnson Creek
125 Depot Street
Johnson Creek, WI 53038

Re: Site Plan Review for Rock River Power Sports, Parcel No. 141-0715-0731-000

Dear Mark,

This letter provides a preliminary review of the site plan submitted by Mike DuClos for Rock River Power Sports for a new retail and warehouse facility located to the west of the Park and Ride facility on Watertown Street in the Village of Johnson Creek. Plans reviewed under this submittal include the conceptual site plan, elevation plan and interior floor plan. It is my understanding that if conditionally approved by the Plan Commission and Village Board, the applicant would then be required to submit grading, stormwater, landscaping and lighting plans for staff review. Please note that my review of this site plan is preliminary based on the information received and reviewed thus far, and assumes that the applicant would be able to adequately comply with the other requirements of the Village's ordinances related to these outstanding items.

Based on the information provided on the site plan, the existing site is 4.01 acres and a new 28,000 square foot facility would be constructed on the site that includes a 7,000 square foot show room, a 7,000 square foot parts and maintenance area, 7,000 square feet of office space, and 7,000 square feet of cold storage area. The site plan proposes to utilize much of the existing asphalt on the site for parking facilities, and includes the addition of pavement on the east side of the site, which appears to be intended for semi-truck access.

Proposed Use

The proposed use is considered "Indoor Sales and Service" based on the definition provided by 250-39(c) of the Village's ordinance. Exterior sales areas have not been identified on the site plan, so it is assumed that all sales and maintenance would occur within the enclosed structure. Indoor Sales and Service is a permitted use within the Planned Business (PB) district, which is the existing zoning for the proposed site. In the event that the owner wishes to conduct exterior sales or display, there are additional requirements that must be met for such a use that will not be discussed in this review.

Parking and Loading

In regards to parking and loading, the site plan identifies 59 regular parking stalls and 4 dedicated handicap stalls. The plan also identifies 31 regular "part-time" stalls, defined as spaces "in lanes where semi-trucks will be pulling in and out. During large events when these spaces are being utilized, most likely there will not be any deliveries." Based on the Village's ordinance requirements of one space per 300 square feet of building area, the facility is required to include at least 93 parking stalls. The

proposed site plan has identified a requirement for only 70 spaces based on the use of 7,000 square feet of building area as cold storage, which was removed from the applicant's calculations.

As drafted, 31 of the proposed stalls are not available while deliveries are being made and area identified on the site plan with dashed lines. It is unclear whether those stalls identified as "part-time" could be utilized at any time other than during special events when deliveries are not anticipated. It appears that these "part-time" stalls are identified as such in order to accommodate circulation for semi-truck traffic through the site. This is a very unconventional approach to parking that poses some concerns regarding the interaction between vehicle and truck traffic on the site. Accepting "part-time" parking stalls as part of the site's parking requirements is questionable and may create safety concerns. Also, how would these stalls be regulated? Is the applicant proposing that they not be striped? Or is there a proposed method of keeping these stalls open during times that deliveries are expected? It appears that there are other areas of the site that could be utilized for parking spaces rather than recommending the approach identified on the drafted site plan.

Based on the information provided on the site plan, it is also unknown where these deliveries are made and what the anticipated routes of the semi-trucks are on the site. This route could vary based on whether they are required to turn around on site or are able to pull into the building and continue through. The elevation plans identify a set of two 14-foot overhead doors on each side of the cold storage area, which would indicate an opportunity for semi-trucks to be unloaded while inside the building. The applicant should provide additional detail regarding the number of deliveries anticipated each day, their scheduling and their intended circulation through the site.

The site plan proposes using the existing asphalt to the extent possible for the proposed parking facilities. The quality of the asphalt needs to be considered by an engineer, but in order to effectively stripe the parking lot with the appropriate number of stalls, pavement repair or resurfacing will be needed. Also, it should be confirmed by the applicant and engineer that all of the proposed parking spaces have adequate maneuverability on the site.

Driveway & Circulation

The new proposed pavement to the site is a concern in regards to its access off of the existing shared driveway. It appears that this drive may have been added for semi-truck circulation on the site. The site plan identifies it abutting at least four of the proposed parking stalls at the entrance to the site. For safety purposes and separating traffic, this access point should either merge with traffic in the parking lot, or be created as separate entrance into the site. As proposed, the two driveway entrances provide no clear separation between traffic coming to or leaving the site.

Pedestrian Access

The site plan does not identify any pedestrian access or circulation routes in either the parking area or around the perimeter of the structure. Particularly with the proposed overlap between vehicle and semi-truck traffic, pedestrian safety throughout the parking facility should be a primary concern. The applicant should identify all sidewalks and any other proposed circulations routes for pedestrians on the site, including measures to separate pedestrian traffic from semi-truck circulation routes.

Facility Design

Approximately 7,000 square feet of the facility is proposed as "showroom" space, which indicates an area that is accessible to the public for retail purposes. There are no parking spaces near this area as shown on the site plan or floor plan. There is one exterior entrance to this area in the building, but it is located approximately 75 feet away from the nearest parking, which is the handicap stalls. There are no proposed sidewalks or exterior pedestrian routes identified on the site plan to provide access from the parking area to this door for the showroom area. The other primary access areas from the parking are identified on the north side of the building, but provide access to the area labeled as "Office Space

or Parts & Maintenance". Even these doors are located quite a distance from the nearest "full-time" parking spaces.

The elevation plans submitted do not appear to match the three-dimensional rendering provided as part of the site plan application packet. It is assumed that the elevation plans are accurate and should be used for review of this site. A colored elevation plan should be provided to better understand the differentiation in façade colors, or identify any variation in colors on the elevation plan document. The elevation plans depict a rather uniform structure with minimal detail or articulation.

The Village will need to consider whether this design meets the intent of the Village's goals for aesthetic value as outlined in the design guidelines identified in Section 250-47 of the Code. These design guidelines address the quality and design of the elevations of large-scale buildings and should be considered in the review of this proposed structure. Per the Village's Ordinances, all commercial developments larger than 5,000 square feet are required to abide by these design guidelines, unless granted a waiver under Section 250-47(p) which states "The Plan Commission may waive any of the [above] standards by a 3/4 vote of members in attendance, but only if supplemental design elements or improvements are incorporated into the project that compensate for the waiver of the particular standard."

Overall, from a planning and zoning perspective, there are some serious concerns regarding the configuration of the parking, the proposed use of "part-time" parking spaces, overlap between vehicle and semi-truck traffic on the site, the aesthetic design of the elevations of the structure, and the overall circulation plan for the site. In addition, the retail portion of the building is located farthest from the parking area, and the site provides no accommodations for pedestrian circulation or safety. If you have any questions, please do not hesitate to contact me at (608) 445-3362 or by e-mail at smpit@vierbicher.com.

Sincerely,

Sarah M. Pittz

Sarah M. Pittz, AICP
Village Planner

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