



## CITY PLANNING DEPARTMENT

### MEMORANDUM

**DATE:** JUNE 3, 2022

**TO:** DESIGN REVIEW COMMITTEE  
STEVE SCHLICHT

**FROM:** TIM ACKLIN, PLANNING & DEVELOPMENT DEPARTMENT

**SUBJECT:** MULTI-FAMILY DESIGN REVIEW PROJECT  
TWO, 4-UNIT BUILDINGS (1024-1038 DENTON STREET)

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Design Review Committee Members:

Cory Brandl, Police Department  
Tim Acklin, Planning & Development Department  
Matt Gallagher, Engineering Department  
Yuri Nasonovs, Engineering Department  
Mike Suntken, Fire Department- Community Risk Management  
Jason Riley, Fire Department- Community Risk Management  
Brian Asp, Stormwater Utility  
Kyle Soden, Fire Department- Division of Fire Protection and Building Safety  
Steve Cash, Fire Department- Division of Fire Protection and Building Safety  
Dan Trussoni, Parks, Recreation, and Forestry Department  
Jamie Hassemer, Engineering Department  
Stephanie Sward, Engineering Department  
Cullen Haldeman- Engineering Department

On May 27, 2022 plans were submitted to the Design Review Committee for preliminary review of two, 4-unit multi-family buildings located at 1024-1038 Denton St. The following comments/feedback have been provided.

All revised plans in accordance with this memo must be submitted to the Planning and Development Department for review, unless otherwise stated. No permits will be issued for this project by the Division of Fire Prevention and Building Safety until they receive written confirmation/approval from the Planning and Development Department.

**Requirements Prior to Issuance of a Demolition or Footing & Foundation Permit**

- 1) Approval of a Certified Survey Map. (If applicable)
- 2) Combination of parcels for project site. (If applicable)

- 3) Approval of Final Plans from the Engineering Department.
- 4) Approval of Final Plans from the Utility/Water Department.
- 5) Approval of Final Plans from the Division of Fire Prevention and Building Safety (Inspections)

#### **Requirements Prior to Issuance of a Building Permit**

- 1) Approval of Final Plans from the Planning and Development Department.

#### **Requirements Prior to Issuance of an Occupancy Permit**

- 1) A Letter of Credit in the estimated cost amount of the proposed landscaping has been submitted to the Planning and Development Department to guarantee the proper installation and growth of all landscape improvements proposed in the approved Landscape Plan **OR** all proposed landscaping in the approved Landscape Plan has been installed.
- 2) A stamped letter of substantial completion from the design engineer of the project within 10 days of completion.
- 3) Field review and approval of the completed stormwater management facility by the City's Utilities Department.

#### **Engineering Department - (Contact-Matt Gallager-789-7392, Stephanie Sward-789-8171, Jamie Hassemer- 789-8182, Cullen Haldeman- 789-8185)**

- 1) Parking off alley so no comments.
- 2) Site plan needs to show width dimensions of parking stalls
- 3) ADA- sidewalks 5% or less running grade, max 2% cross slope, within 10ft of pedestrian ramp they will need to replace. Will sidewalk along Denton be replaced? (Cullen Haldeman)
- 4) Must provide details on impact to alley if any portion is being replaced
- 5) Need photometric of lighting locations and provide trespass calculations. (Jamie Hassemer)

#### **Division of Fire Protection and Building Safety (Building and Inspections Department) (Contact-Mike Suntken- 789-7582, Jason Riley- 789-7585)**

- 1) A land disturbance permit is required if you would like to start any site work prior to the issuance of a building permit.
- 2) A separate fence permit application will be required for any fencing that is to be installed on the parcel.
- 3) The accessory structures shown on the preliminary plans will need to be designed and built per the requirements of the 2015 IBC w/ Wisconsin Amendments.
- 4) The drawings for the 4-plex buildings will need to be prepared and approved by a licensed architect per Section 115-520(b) of the Multi-Family Design Standards in the La Crosse Municipal Code.
- 5) Since the property is zoned Planned Development the site requirements will be per the conditions approved by the Common Council.
- 6) Will need State Approved plans for plumbing- Both Interior and Exterior.
- 7) Will need Engineering approval of stormwater before a plumbing permit will be issued.

#### **Police Department- Cory Brandl-789-7206**

- 1) No comments were provided at this time

**Planning Department-(Contact-Tim Acklin-789-7391)**

- 1) Roof Ridgelines longer than 40ft must be broken up with an architectural feature

**Utilities Department- (Brian Asp- 789-3897)**

**Water**

- 1) We need:
  - a) Utility Plan
  - b) Detail showing meter location in each unit
  - c) Curb stop locations for each unit, if the curb stops are not in the ROW we will need an access easement for the city to access the shutoffs
  - d) size of proposed new services
  - e) show the shut offs at the back of ROW

**Storm Sewer**

- 2) No comments based on information given

**Sanitary Sewer**

- 3) We need:
  - a) Utility plan
  - b) Details of proposed new laterals/private main

**Engineering Department (Stormwater) - (Contact-Yuri Nasonovs-789-7594)**

- 1) Sent comments to Fred Hilby.
  - a) Need Stormwater Application
  - b) Will need to submit a draft stormwater maintenance agreement.
  - c) Need detailed plans on stormwater management
  - d) Address stormwater drainage or property line since being built as individual units/condominiums

**Fire Department- (Contact-Kyle Soden 789-7271)**

- 1) Need Knox box and coordinate with fire dept connection.

**Parks, Recreation, and Forestry- (Contact-Dan Trussoni 789-4915)**

- 1) No comments provided at this time. Will need a Landscape Plan with final submittal.