



CITY PLANNING DEPARTMENT

MEMORANDUM

DATE: MAY 12, 2023

TO: DESIGN REVIEW COMMITTEE
ERIC TORGERUD, KRATT LUMBER

SUBJECT: COMMERCIAL DESIGN REVIEW PROJECT
KRATT LUMBER (1714-1720 16TH STREET S)

Design Review Committee Members:

Cory Brandl, Police Department
Tim Acklin, Planning & Development Department
Matt Gallager, Engineering Department
Yuri Nasonovs, Engineering Department
Mike Suntken, Fire Department- Division of Fire Protection and Build Safety
Jason Riley, Fire Department- Division of Fire Protection and Building Safety
Brian Asp, Utilities Department
Kyle Soden, 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 1, 2023 plans were submitted to the Design Review Committee for final review of plans for Kratt Lumber located at 1714-17120 16th Street S. The following comments/feedback have been provided and will need to be addresses prior to any permits being issued.

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 (Traffic) - (Contact-Matt Gallager-789-7392, Stephanie Sward-789-8171, Jamie Hassemer- 789-8182, Cullen Haldeman- 789-8185)

- 1) Photometric good. Lighting levels high to the south. Fixtures may need to be shielded to reduce light trespass.
 - Applicant- lights set on timers to go off at 5pm.
- 2) Is the parking lot surrounded by fencing or a curb? If it's fencing a parking stop is suggested to prevent damage to the fence. (Stephanie Sward)
- 3) Driveway and Sidewalk grades and curb ramps grades are needed. (Cullen Haldeman)

Division of Fire Protection and Building Safety (Building and Inspections Department) (Contact-Mike Suntken- 789-7583, Jason Riley- 789-7585)

- 1) Since the design professional that stamped the original drawings is no longer available to provide oversight, review or sign the compliance statement upon completion of the project, SPS 361.40(3)(b) states that the owner has 30 days to provide the authority that issued the plan approval the name, contact information and Wisconsin registration number of the replacement supervising professional. Submit an electronic plan set along with the permit application that includes the stamp of the replacement design professional and the State approval stamp.
- 2) I have Conditional Approval from the State for both the unheated storage and the main office buildings. The plans for the unheated storage were approved on April 22nd, 2022 and the main building were approved on June 27th, 2022. SPS 361.36(1)(a) says that plan approval shall expire in 2 years from the date of approval if the shell of the building is not complete and shall expire in 3 years if the building is not ready for occupancy. You can request an extension from the State per SPS 361.36(2) if required.
- 3) A demo permit application for the existing building as well as a land disturbance permit and a building permit application must be received and approved prior to the start of the project.
- 4) The Accessible parking stall shown on the final drawings needs to be dimensioned and is required to have an access aisle sized, marked and signed per A117.1-2009 Section 502.4, 502.4.4 and 502.7.

- 5) A separate fence permit application is required for any proposed fencing to be installed on the property and a separate sign permit application will be required for any proposed signage on the property.
- 6) Infiltration on stormwater management Plan will need State approval.

Police Department- Cory Brandl-789-7206

- 1) No comments have been provided at this time.

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

- 1) No comments at this time.

Utilities Department- (Brian Asp- 789-3897)

- 1) No comments at this time.

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

- 1) Civil Plans do not have enough information meeting code.
- 2) Stormwater permit needed and design must meet the requirements in Chapter 105 of the Municipal Code.
https://library.municode.com/wi/la_crosse/codes/code_of_ordinances?nodeId=PTIILAD_EOR_CH105ERCOSTMA
- 3) Proposed new building. Will need a Water Quality Management Letter from Engineering Department.

Fire Department- (Contact-Steve Soden - 789-7271)

- 1) KNOX Box required on Main Building. KNOX.com

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

- 1) Submit Landscaping plan if applicable.