



CITY PLANNING DEPARTMENT

MEMORANDUM

DATE: MAY 24, 2019

TO: DESIGN REVIEW COMMITTEE
JESSICA WANG, VANTAGE ARCHITECTS
JERRY SCHONBERG, VANTAGE ARCHITECTS
GREG KOZELEK, CITY OF LA CROSSE ENGINEERING DEPARTMENT

FROM: TIM ACKLIN, PLANNING & DEVELOPMENT DEPARTMENT

SUBJECT: COMMERICAL DESIGN REVIEW PROJECT
LA CROSSE WATER UTILITY GARAGE- 800 EAST AVE N

Design Review Committee Members Present:

Tim Acklin, Planning & Development Department
Yuri Nasonovs, Engineering Department
Brent Thielen, Fire Department- Division of Fire Protection and Building Safety
Tom Walsh, Police Department
Bernie Lenz, Utilities Department

On May 24, 2019 the Design Review Committee **Conditionally Approved** the plans submitted for the La Crosse Water Utility Garage located at 800 East Avenue N and provided the following feedback:

Important:

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 Utilities 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.

Engineering Department - (Matt Gallager-789-7392)

- 1) No Comments at this time.

Division of Fire Protection and Building Safety (Building and Inspections Department) (Brent Thielen- 789-7581/Jason Riley 789-7585)

- 1) Will need State Plan Review for Building and HVAC plans.
- 2) Highly recommended that soil borings are taken on the site and that tests are conducted after compaction.
- 3) Will need an Erosion Control Plan. Erosion Control Measures will need to be in place prior to construction and maintained throughout the process. This includes a DOT approved silt fence and clean rock for the tracking pad.
- 4) Check with Fire Department for permission to tie off the hydrant line for the water supply.
- 5) Sanitary sewer shows connecting to existing 4" lateral. This will be a private interceptor main now and additional piping arrangements may be needed to be code compliant.
- 6) Sanitary sewer is going under the retention area. Make sure proper depth or figure frost protection for sanitary sewer.
- 7) Storm overflow shows 15" pipe into storm catch basin with 12" outlet. Get approval from Engineering Department.
- 8) State Plan approval is needed for storm infiltration and interior catch basin.

Planning Department (Tim Acklin-789-7391)

- 1) No comments at this time.

Police Department -(Tom Walsh-789-7206)

- 1) No comments at this time.

Utilities Department- Bernie Lenz-789-7588

- 1) Prefer to have swale to the north of the building rather than proposed stormwater management system.
- 2) Show existing lid and new lid on plans. Show calculations for roof and parking lot.



CITY PLANNING DEPARTMENT

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

- 1) Plan needs to show what the area of disturbance is and the final build out. Provide calculations. It is unclear of how final drainage is occurring.
- 2) Need detailed plans with calculations supporting the design of the stormwater management plan.
- 3) A Post Construction Maintenance Agreement may need to be reviewed and approved by the Engineering Department and recorded with the Register of Deeds prior to receiving a Building Permit. Coordinate with Yuri to determine if this is needed.

Fire Department (Craig Snyder/Kyle Soden/Steve Cash 789-7264/789-7271/789-7260)

- 1) No comments at this time.