

MARCH 7, 2025

Tim Acklin, AICP
Planning Manager
City Planning Department
City of La Crosse
P.O. Box
La Crosse, WI 54601



RE: PLAN REVIEW RESPONSE LETTER - COMMERCIAL DESIGN REVIEW PROJECT
MULTI-FAMILY DEVELOPMENT - 10TH & DIVISION AND 10TH AND FERRY STREET, LA CROSSE, WI

Tim,

Thank you for your plan review letter dated February 21, 2025. We have prepared the following information to address your review comments. Please note that for your convenience each review item is restated below along with our corresponding response.

REQUIREMENTS PRIOR TO ISSUANCE OF A DEMOLITION OR FOOTING & FOUNDATION PERMIT

1. Approval of a Certified Survey Map. (If applicable)

ISG Response: Noted, a CSM is not anticipated for the project.

2. Combination of parcels for project site. (If applicable)

ISG Response: Noted.

3. Approval of Final Plans from the Engineering Department.

ISG Response: Noted.

4. Approval of Final Plans from the Utility/Water Department.

ISG Response: Noted.

5. Approval of Final Plans from the Division of Fire Prevention and Building Safety (Inspections)

ISG Response: Noted.

REQUIREMENTS PRIOR TO ISSUANCE OF A BUILDING PERMIT

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

ISG Response: Noted.

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.



ISG Response: Noted.

2. A stamped letter of substantial completion from the design engineer of the project within 10 days of completion.

ISG Response: Noted.

3. Field review and approval of the completed stormwater management facility by the City's Utilities Department.

ISG Response: Noted.

ENGINEERING DEPARTMENT (TRAFFIC)

1. 10th street, Ferry St, and Division St are less than 5 years old. Need Board of Public Works approval for utility connection. Full pavement replacement curb to curb is likely required. (Stephanie Sward)

ISG Response: Noted, developer and ISG will work with City on requirements.

2. Ferry St has an existing curb opening. Please close at least the driveway apron. (Stephanie Sward)

ISG Response: Curb opening has been showed as removed on the updated plans.

3. 12-unit development. Photometric plan good. Please provide cutsheet of wall pack. (Jamie Hassemer)

ISG Response: Cut sheet is included.

4. Will need a Photometric Plan for the proposed 24-unit. (Jamie Hassemer)

ISG Response: Photometric plan will be provided by electrical designer for the project.

5. Parcels will need to be combined.

ISG Response: Noted, parcels will be combined.

6. All sidewalk and curb & gutter removed for utility construction needs to follow City guidelines.

ISG Response: Noted.

BUILDING AND INSPECTIONS DEPARTMENT

1. 12-Unit

- a. Will need a variance from the Board of Zoning Appeals for the rear yard setback

ISG Response: Noted, Developer is submitting for TND zoning.

- b. Lots will need to be combined.

ISG Response: Noted, Developer will combine lots prior to starting construction.



c. Will need separate permits for Plumbing, Electrical, HVAC, Sprinkler/Fire, and Fences.

ISG Response: Noted.

d. Separate Demolition Permits are needed for each existing dwelling unit.

ISG Response: Noted.

e. State approved plans are needed for HVAC, Building, and Plumbing plans.

ISG Response: Noted.

f. Reminder that Sewer Connections Fees, Stormwater Permits, and State Approved Plans must be paid and approved prior to any permits being issued. (Jason Riley)

ISG Response: Noted.

2. 24-unit

a. Will need to meet setback requirements and area requirements if parcel is to remain R5-Zoning.

i. Area requirement- 1,500sqft of lot area per dwelling unit

1. Setbacks- Front- 20', Side- 7', Rear- 20% the depth of the lot.

ISG Response: Will be requesting variance for setbacks and lot area as part of TND process.

b. Will need separate permits for Plumbing, Electrical, HVAC, Sprinkler/Fire, and Fences.

ISG Response: Noted.

c. Separate Demolition Permit is needed for the existing dwelling unit.

ISG Response: Noted.

d. State approved plans are needed for HVAC, Building, and Plumbing plans.

ISG Response: Noted.

e. Reminder that Sewer Connections Fees, Stormwater Permits, and State Approved Plans must be paid and approved prior to any permits being issued. (Jason Riley)

ISG Response: Noted.

POLICE DEPARTMENT

1. No comments have been provided at this time.

ISG Response: Noted.

PLANNING DEPARTMENT

1. 12-Unit

- i. Revise unit matrix totals on Sheet A1-21. Totals do not add up.

ISG Response: Refer to Unit Mix

- ii. E4- Must provide detail of trash and dumpster enclosure. If trees indicate on Landscape Plan.

ISG Response: Updated landscaping plan included.

- iii. E6(e) Indicate location of any wall mounted air conditioners on the elevations.

ISG Response: Refer to Exterior Elevations

- iv. Must provide a Landscaping Plan is required.

ISG Response: Updated landscaping plan included.

- v. Need dimensions on elevations of building height and length of roof line.

ISG Response: Refer to Exterior Elevations

- vi. Any exceptions must be approved by the Common Council.

ISG Response: Noted.

2. 24-Unit

- i. E2 Indicate location of Utility meters, trash, bike parking, building mechanics

ISG Response: location of meters, trash, mechanics, and bike parking have been included in the plans.

- ii. E5 One covered trash can by every building entrance that serves more than 2 units

ISG Response: Noted, Developer will provide as required.

- iii. E7 Must indicate bike parking on plans for 24 unit (1 space per 3 bedrooms)

ISG Response: Bike parking identified on the plan.

- iv. E4 Must provide detail of trash and dumpster location and enclosure. If trees indicate on Landscape Plan.

ISG Response: Locations updated in the plans and landscaping plan included in the submittal.

- v. F2 Landscaping Plan Required.

ISG Response: Landscaping plan included in the submittal.

- vi. A Photometric Plan is required for final design review.

ISG Response: Photometric plan to be provided by electrical designer.

- vii. F10 Min 200 Sq ft of outdoor recreational space (750 sq ft of outdoor recreational space needed)

ISG Response:

- h. K4 Building shall be designed to provide interest and variety.
 - i. Variation in building form
 - ii. Diversity of window size

ISG Response: Refer to Exterior Elevations and Perspectives

- viii. K6 Articulate façade with projections or bays when building is more than 50% wider than adjacent buildings

ISG Response: N/A – Apartment Building is not more than 50% wider than any adjacent building.

- ix. L3 No building shall be allowed more than two entrances on any single façade (except row houses)

ISG Response: Refer to Exterior Elevations—no more than (2) entrances are provided on any single façade plane

- x. M4 Exterior entry doors shall be residential in style

ISG Response: Noted

- xi. N4 flat roofs must incorporate a parapet wall on all sides

ISG Response: Refer to Exterior Elevations

- xii. N5 Large roofs shall be articulated that minimize apparent bulk of the building

ISG Response: Refer to Exterior Elevations for shifts in height and surface plane.

- xiii. Label exterior materials to be used on elevations.

ISG Response: Refer to Exterior Elevations

- xiv. Any exceptions must be approved by the Common Council.

ISG Response: Noted.

UTILITIES DEPARTMENT

- 1. 12 -Unit
 - a. Must combine parcels.

ISG Response: Noted.



- b. Project subject to sewer connections fees. Work with Brian on this item.

ISG Response: Noted.

- c. Must submit a meter plan. Individual or master meter? If individual a utility room is required with access provided to the City.

ISG Response: Noted.

2. 24-Unit

- a. Project subject to sewer connections fees. Work with Brian on this item.

ISG Response: Noted.

- b. Must submit a meter plan. Individual or master meter? If individual a utility room is required with access provided to the City.

ISG Response: Noted.

- c. Show water on west side. Our maps show it on the east side. May need to pull some curb.

ISG Response: Showing water as located during the survey.

- d. 10th street is fairly new may need BPW permissions to work in street.

ISG Response: Noted.

ENGINEERING DEPARTMENT (STORMWATER)

- i. A Water Quality Management Letter is required for each project.

ISG Response: Noted.

- ii. A separate Stormwater Permit is required for each project. Process on City website.

ISG Response: Noted.

- iii. 12-Unit- Lots must be combined before permit will be issued

ISG Response: Noted.

- iv. Follow stormwater management plan submittal per Chapter 105.

ISG Response: Noted.

FIRE DEPARTMENT

1. 12 Unit

- a. Knox Box Required

ISG Response: Noted.

- b. Appropriate plans submitted to the State and the Fire department along with fees and permit applications for fire alarm and fire sprinkler systems prior to any work starting. Emailed electronically to FD (state approved plans for fire alarm and sprinkler systems required for FD).

ISG Response: Noted.

- c. Sprinkler FDC within 100' of nearest hydrant.

ISG Response: New Hydrant provided on Division for 12 unit townhomes.

- d. If there is a sprinkler system 200 psi hydro underground water service line must be performed along with flush test with FD prior to hooking up to sprinkler riser (preferably as soon as the line is covered with dirt).

ISG Response: Noted.

2. 24-Unit

- a. Knox Box Required

ISG Response: Noted.

- b. Appropriate plans submitted to the State and the Fire department along with fees and permit applications for fire alarm and fire sprinkler systems prior to any work starting. Emailed electronically to FD (state approved plans for fire alarm and sprinkler systems required for FD).

ISG Response:

- c. Sprinkler FDC within 100' of nearest hydrant.

ISG Response: Existing Hydrant at intersection of 10th and Ferry to serve 24 unit building.

- i. If there is a sprinkler system, 200 psi hydro underground water service line must be performed along with flush test with FD prior to hooking up to sprinkler riser (preferably as soon as the line is covered with dirt)

ISG Response: Noted.



PARKS, RECREATION, AND FORESTRY)

1. Submit a Landscaping Plan for final review.

ISG Response: Landscaping plan is included.

Please contact us at 608.789.2034 or via email at Ryan.Welke@ISGInc.com, Kris.Roppe@ISGInc.com with any questions or if there is any additional information we can provide in support of this project.

Sincerely,

Ryan Welke
Project Manager

Kris Roppe
Civil Engineer