



## CITY PLANNING DEPARTMENT

### MEMORANDUM

**DATE:** MARCH 18, 2022

**TO:** DESIGN REVIEW COMMITTEE  
ERIC TORGERUD, KRATT LUMBER

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

**SUBJECT:** COMMERCIAL DESIGN REVIEW PROJECT  
KRATT LUMBER (1714-1720 16<sup>TH</sup> STREET S)

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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- 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  
Bernie Lenz, Utilities Department  
Dan Trussoni, Parks, Recreation, and Forestry Department  
Jamie Hassemer, Engineering Department  
Stephanie Sward, Engineering Department  
Cullen Haldeman, Engineering Department

On March 10, 2022 plans were submitted to the Design Review Committee for review of preliminary plans for Kratt Lumber located at 1714-17120 16<sup>th</sup> Street S. 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 (Traffic) - (Contact-Matt Gallager-789-7392, Stephanie Sward-789-8171, Jamie Hassemer- 789-8182, Cullen Haldeman- 789-8185)**

- 1) Will need a photometric plan for any exterior lighting- Needs to include a summary table of lighting levels and include specifications of fixtures. Show foot candles 25ft beyond the property line. Meet requirements in code. (Jamie Hassemer)
- 2) Will need to establish an access agreement to the site or show an existing one. (Jamie Hassemer)
- 3) There is a note to provide one ADA van space. Need to pave parking area for the ADA space. It is recommended to pave the whole lot. Need to provide grades for all proposed paving and curb. (Stephanie Sward)
- 4) 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) No plumbing permits will be issued until Stormwater Management is approved by the Engineering Department. (Jason Riley)
- 2) Need to see Sanitary Sewer connection details. (Jason Riley)
- 3) Meter location in mechanical room is recommended. Must meet City's metering policy. (Jason Riley)
- 4) Show parking on plan if provided. (Mike Suntken)
- 5) Demo permits are required for demolition of existing buildings. (Mike Suntken)

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

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

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

- 1) Need some detail, specs, or pictures on ribbed steel siding.
- 2) Combine lots

**Utilities Department- (Bernie Lenz-789-7588, Brian Asp- 789-3897)**

- 1) Water
  - a. We need to see water supply information.
- 2) Storm Sewer
  - a. We need to see storm sewer details.
- 3) Sanitary Sewer
  - a. We need to see sewer connection details.
- 4) General
  - a. Parcels will need to be combined to accommodate the building and any utilities crossing existing parcel line.

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

- 1) 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](https://library.municode.com/wi/la_crosse/codes/code_of_ordinances?nodeId=PTIILAD_EOR_CH105ERCOSTMA)
- 2) Proposed new building. Will need a Water Quality Management Letter from Engineering Department.

**Fire Department- (Contact-Steve Cash - 789-7271)**

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

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

- 1) Landscaping plan is required as part of the final review.