



CITY PLANNING DEPARTMENT

MEMORANDUM

DATE: JANUARY 26, 2024

TO: DESIGN REVIEW COMMITTEE
RYAN DAVIS, BENCHMARK DESIGN GROUP, LLC
CRYSTAL FERRELL, TRUE NORTH DEVELOPMENT GROUP, LLC

FROM: TIM ACKLIN, PLANNING & DEVELOPMENT DEPARTMENT

SUBJECT: COMMERCIAL DESIGN REVIEW PROJECT
RAISING CANES- VALLEY VIEW MALL

Design Review Committee Members:

Cory Brandl, Police Department
Tim Acklin, Planning & Development Department
Matt Gallager, Engineering Department
Yuri Nasonovs, Engineering Department
Andy Berzinski, Fire Department- Division of Fire Protection and Build Safety
Jason Riley, Fire Department- Division of Fire Protection and Building Safety
Brian Asp, Utilities Department
Bee Xiong, Fire Department- Division of Fire Protection and Building Safety
Brian Asp, Utilities Department
Leah Miller, Parks, Recreation, and Forestry Department
Jamie Hassemer, Engineering Department
Stephanie Sward, Engineering Department
Cullen Haldeman, Engineering Department

On January 18, 2024, plans were submitted to the Design Review Committee for review of preliminary plans for Raising Canes located at Valley View Mall. 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, Jackson Overby)

- 1) Traffic god. Parking stalls and size and drive aisle widths are good.
- 2) Concern on how close to utilities.
- 3) Photometric Plan. (Jamie Hassemer)
 - Will need photometric plan of on site lighting. Needs to include Avg, Min/Max, Avg/Min values as well as a line of values 25' off of property lines for trespass verification.
 - Provide Fixtures Model numbers or cut sheets.

Division of Fire Protection and Building Safety (Building and Inspections Department) (Contact-Andy Berzinski- 789-7562, Jason Riley- 789-7585)

- 1) Lots will need to be platted before any permits can be issued.
- 2) Storm water permit will be required from our engineering department before any plumbing permits will be issued. (Jason Riley)
- 3) Submit design specifications of dumpster drain. (Jason Riley)
- 4) Include your pervious pavers in your state plumbing review. (Jason Riley)
- 5) Provide detail of design of grease interceptor. (Jason Riley)
- 6) State approval of Building & HVAC plans if building exceeds 50,000 cubic feet.
- 7) State approval of plumbing plans if over 16 fixtures. (Jason Riley)
- 8) Separate permits will be required for the proposed trash enclosure.
- 9) Separate permits will be required for all proposed signage, and it must meet the city's municipal code. Walls signs may not be placed on more than two walls. Work with him on any concerns.
- 10) Air curtain can be used if meets the exceptions in the 2015 International Energy Conservation Code. Specifically, C402.5.7 Vestibules.

Police Department- Cory Brandl-789-7206

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

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

- 1) C4- Parking areas shall be separated from primary buildings by a landscaped buffer. Add planter boxes?
- 2) C7- Landscaping buffers, green space, and planting islands must total a minimum of 10 percent of the lot.
 - a. Provide calculation on final plans.
- 3) Section E- Show location of all exterior mechanical elements on final plans.
- 4) E4- Must provide detail of trash enclosure with final plans.
- 5) Section I- Must provide a Photometric Plan.
- 6) L2- Entrance covered at least 3ft from the door.
 - a. Show dimensions of awning on final plans.
- 7) Any exceptions to the design standards will need Common Council approval.
 - a. <https://www.cityoflacrosse.org/your-government/departments/city-clerk/forms-chart/request-for-exception-to-multi-family-housing-or-commercial-design-standards>

Utilities Department- (Brian Asp- 789-3897)

- 1) Need to finalize split of property. Finish plat process.
- 2) Subject to connection fee – prior to permits
- 3) Call out/ show detail for sewer lateral connection to existing sanitary sewer.
- 4) Install a layer of insulation under storm sewer where it crosses watermain.
- 5) Provide detail of dumpster drain.

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

1. Will need to submit for:
 - a. WQML. Requirements on the website.
 - b. Stormwater permit. Per Chapter 105.
 - c. Would like civil engineer for the project to contact him.
2. Discussion still needs to take place on private system that serves the whole parcel.

<https://www.cityoflacrosse.org/your-government/departments/engineering/permits-services/stormwater-permit-application>

Fire Department- (Contact-Bee Xiong 789-7271)

- 1) Will need plans for kitchen suppression system.
- 2) Carbon dioxide beverage system must meet NFPA 55.
- 3) Recommend a KNOX box for the building. Work with the Fire Department.
- 4) Permits pulled prior to work being done.

Parks, Recreation, and Forestry- (Contact-Leah Miller 789-8672, Dan Trussoni 789-4915)

- 1) No concerns at this time.