



CITY PLANNING DEPARTMENT

MEMORANDUM

DATE: FEBRUARY 7, 2020

TO: DESIGN REVIEW COMMITTEE
ERNEST TOURVILLE, DESIGN FOCUS

FROM: TIM ACKLIN, PLANNING & DEVELOPMENT DEPARTMENT

SUBJECT: COMMERCIAL DESIGN REVIEW PROJECT
FAMILY MEDICAL SUPPLY- 1600 GEORGE STREET

Design Review Committee Members Present:

Tom Walsh, Police Department
Tim Acklin, Planning & Development Department
Craig Snyder, Fire Department- Division of Fire Protection and Building Safety
Matt Gallager, Engineering Department
Yuri Nasonovs, Engineering Department
Jason Riley, Fire Department- Division of Fire Protection and Building Safety
Matt Diehl, Fire Department- Division of Fire Protection and Building Safety
Dan Trussoni, Parks, Recreation and Forestry Department.

On February 7, 2020 the Design Review Committee **reviewed** the plans submitted for the Commercial project (Family Medical Center) located at 1600 George Street and provided the following information.

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.

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

- 1) More details are needed on Grading. A Grading plan is needed for final design review.
- 2) Must provide a 40% TSS removal WinSLAMM model for stormwater management on the site.
- 3) Must obtain a Water Quality Management Letter from the Engineering Department.
- 4) An Erosion Control Plan and Stormwater Management Plan will need to be completed, including details of tracking pad and silt fence and all erosion control measures. Stormwater Management Plan must be compliant with City of La Crosse Municipal Code 115-555.
- 5) Must submit a Stormwater Utility Application with Building Permit.
- 6) A Post Construction Maintenance Agreement will need to be reviewed and approved by the Engineering Department and recorded with the Register of Deeds prior to receiving a Building Permit.

Water Department- Bernie Lenz-789-7588

- 1) No comments at this time.

Engineering Department (Traffic)- Matt Gallager-789-7392

- 1) If new utilities are needed they must go into George Street as Gillette St is new.
- 2) Must meet the vision corner clearance at all intersections and drives.
- 3) Must provide correct dimensions for parking spaces. Example was provided at meeting.

Division of Fire Protection and Building Safety (Building and Inspections Department)

Matt Diehl- 789-7583/Jason Riley- 789-7585

- 1) Will need State approved Plumbing Plans if over 16 fixtures.
- 2) Check with the Utilities Department on connecting to the existing fixtures. Make sure they meet City requirements.
- 3) Will need a structural engineer to review plans and stamp. Questions on wall height and foundation. Additional details are needed.
- 4) Will need separate permits for everything. (Sign, Fence, Building, Plumbing, HVAC, Electrical, Footing & Foundation, Land Disturbance)
- 5) Will need an Erosion Control Plan showing erosion control measures including silt fence, tracking pad, inlet protection, silt socks, location and material used. Tracking pads are required to be 3" clear stone or an approved man-made pad. Notes must be on Civil Plans.
- 6) State plan review required for building. 50,000 cu ft +
- 7) Vision Corner clearance is required. 15/15 for parking drive to street. 10/10 for alley.
- 8) ADA parking spot needs to be a van spot.
- 9) No retail space restroom. Confirmed door between office and retail.



CITY PLANNING DEPARTMENT

Fire Department- Craig Snyder-789-7264/Kyle Soden- 789-7271

- 1) No issues at this time.
- 2) Past Phase 1 review of the site was fine.

Police Department- Tom Walsh-789-7206

- 1) If any alarms are installed they must be registered with the Police Department
- 2) If any exterior cameras are proposed it is highly recommended to coordinate with the Police Department to tie them in to Project Bluelight.

Planning Department- Tim Acklin 789-7391

- 1) East Façade must be broken up by an architectural feature if roofline is longer than 40ft. All rooflines longer than 40ft must be broken up by an architectural feature.
- 2) Must provide one interior landscaped island in the parking lot.
- 3) Must provide a Lighting Plan for final design review. Include photometric and spec sheets for all outdoor lighting.
- 4) Must show location of all exterior building mechanicals on Site Plan.
- 5) Show snow storage on plans.
- 6) Final elevations must include materials and dimensions.

Parks, Recreation, & Forestry Department (Dan Trussoni 789-4915)

- 1) Any plantings must be kept out of the Vision Corner Clearance area.
- 2) Any Blvd trees must be approved by the Parks Department and it is highly recommended that a variety of species are used.