



Department of Planning and Development
400 LA CROSSE ST, LA CROSSE, WI 54601 | P: (608) 789-7512

Memorandum

To: **DESIGN REVIEW COMMITTEE**
JESSICA GANTHER, ISG
KRIS ROPPE, ISG

From: **TIM ACKLIN, PLANNING AND DEVELOPMENT DEPARTMENT**

Date: **March 20, 2026**

Re: **DESIGN REVIEW PROJECT**
COPPER ROCKS

Design Review Committee Members:

Steve Pataska, Police Department
Tim Acklin, Planning & Development Department
Matt Gallagher, Engineering Department
Yuri Nasonovs, Engineering Department
Eddie Young, Building and Inspections Department
Jason Riley, Building and Inspections Department
Brian Asp, Utilities Department
Bee Xiong, Fire Department- Division of Fire Protection and Building Safety
Brian Asp, Utilities Department
Samantha Meyer, Parks, Recreation, and Forestry Department
Jamie Hassemer, Engineering Department
Stephanie Sward, Engineering Department
Cullen Haldeman, Engineering Department

On March 13, 2026, revised plans were submitted to the Design Review Committee for review of the Copper Rocks Development. 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 Building and Inspections Department

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.
- 4) Compliance statement required to be submitted from the supervising professional (architect or engineer) observing the construction project.
- 5) Final inspection to be performed by Building & Inspections staff.
- 6) Field review and approval of the completed stormwater management facility by the City's Utilities Department.

Engineering Department- (Contact-Matt Gallager-789-7392, Stephanie Sward-789-8171, Jamie Hassemer- 789-8182, Cullen Haldeman- 789-8185)

- 1) Parking on Farnam will require BPW approval (if not already done) (Sward)
- 2) Parking on Farnam needs dimensions. (Sward)
- 3) Show correct Right of Way lines along Farnam Street. (Sward)
- 4) Parking on Farnam does not factor into your ADA parking stall count. (Sward)
- 5) Work in Public Right of Way needs to follow City Standards and requires an excavation permit from the contractor. (Sward)
- 6) Provide drive aisles, parking stall, ADA stall dimensions in East & south parking lots. (Sward)
- 7) Provide same information for underground parking. (Sward)
- 8) Must submit a photometric plan with cutsheets of proposed fixtures. Must show footcandle values 25ft beyond the property line. Show phases of project. Will need an agreement with all the parcels regarding light trespass. Work with Jaime on this item. (Jamie Hassemer)

Building and Inspections Department

(Contact-Eddie Young- 789-7582, Jason Riley- 789-7585)

- 1) Contact United States Postal Service for location and type of mailbox(es) required if applicable
- 2) Demo Permit will be needed before demo of existing building. (Young)

- 3) Each building will require separate permits for Building/HVAC/Plumbing/Electrical/Land Disturbance/Fencing/Signage. Any freestanding dumpster enclosure will be required to obtain fence permit. (Young)
- 4) State approved Building/HVAC plans required for each building. Building shall be designed to 2021 ICodes. (Young)
- 5) Land Disturbance for each parcel will require a NOI issued by DNR. (Young)
- 6) Each Building will be required to provide handicap parking stalls per 2017 Ansi code. There are no accessible spaces shown for buildings along Farnam Street. Corner building will need to be split between surface parking and underground parking. (Young)
- 7) Lot line currently goes through 2 parking spaces on east side of lot. Property line can't split the parking spaces. (Young)
- 8) Corner Building: Is this a 68 unit or 72 unit? Plans are inconsistent. Architectural plan and site plan are different. (Young)
- 9) Will need Connection fee paid and a Stormwater Permit issued before any Permits will be issued. (Riley)
- 10) Will need State plan approval for plumbing plans for each parcel. Must include Interior and exterior fixtures. (Riley)
- 11) Check valve pits shall be located on private property unless approved by the Engineering Department.

Police Department- (Steve Pataska-789-7210)

- 1) No concerns at this time. Recommendation to install cameras and entrance and exit points. The Police Department can assist with this effort.

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

- 1) Garage overheads doors need a window slat
- 2) Play area for kids?
- 3) Elevations of 104-unit building?

Utilities Department- (Brian Asp-789-3897)

- 1) Will be subject to a Sanitary Sewer Connection fee. Work with Utilities on this item.
- 2) Contact Brian to set up a meeting with City staff to discuss the utilities and the CSM.

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

1. TSM needs to be finalized and recorded.
2. Will need a Water Quality Management Letter and Stormwater Permit for each lot.
3. Will need a WisDNR Permit since project is over an acre.

Fire Department- (Contact- Bee Xiong 789-7260)

1. Will need a KNOX Box, one for each of the five buildings. Work with Fire Department on any concerns related to this requirement.
2. Will need State approved Alarm and Sprinkler plans for each building. Will also need local FD plan approval.
3. FDC must be within 100ft of the nearest hydrant.
4. There may be a turning radius issue with a median in one of the parking lots. Work with the FD on this issue.

5. If grills are being permitted they will need hard piped gas.
 - a. Applicant stated they do not allow for grills on patios.

Parks, Recreation, and Forestry- (Contact-Sami Meyer 789-7560, Dan Trussoni 789-4915)

- 1) No concerns at this time.