

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
MIXED USE DEVELOPMENT - BADGER WEST - 411-431 WEST AVE N, 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, draft CSM is included for reference.

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. No issues with parking lot. (Stephanie Sward)

ISG Response: Noted.

2. 12th Street- not to what was discussed. Need space for future maintenance on curb and gutter. Parking stalls to close. (Stephanie Sward)

ISG Response: Will need to discuss further to determine what is required for maintenance space.

3. Photometric plan of exterior lighting. Cut sheets needed. Plan must show light trespass. (Jamie Hassemer)

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

4. Utilities and street design being discussed with ISG. Utilities cannot cross property lines. Street vacation going through May cycle of Common Council.

ISG Response: Noted, utilities to south will be through parcel that can be combined with existing parcels to south.

COMMUNITY RISK MANAGEMENT

1. Zoning to be TND can satisfy setback requirements.

ISG Response: TND applied for and variance requested as part of application.

2. Will need separate Demolition Permits for each building

ISG Response: Noted.

3. Lots will need to be combined.

ISG Response: Noted.

4. Will need separate permits for HVAC, electrical, building, signage, fences, etc.

ISG Response: Noted.

5. Will need State approval for Building, HVAC, and Plumbing plans.

ISG Response: Noted.

POLICE DEPARTMENT

1. No comments have been provided at this time.

ISG Response: Noted.

PLANNING DEPARTMENT

1. Why no Benson building in context photos

ISG Response: Acknowledged.

2. C2- No parking stall closer to a street than the building. Must meet requirement or request an exception through your zoning request.

ISG Response: Exemption requested as part of TND.

3. C5- Rear buffer not met. Must be 5ft.

ISG Response: Exemption requested as part of TND.

4. C7- 10% of lot must be landscaped. Provide calculation on Landscape Plan.

ISG Response: Landscaping plan included in the submittal.

5. C13- raised curbs or parking blocks are required for all parking stalls.

ISG Response: Sidewalk will be raised from parking as required.

6. C14- Must indicate snow storage area on plans or provide note that it will be removed from site.

ISG Response: Snow to be removed from site, note added on C3-10.

7. E2- Must show location of utility meters, building mechanicals, and bike parking, Meters may not be located on street facing façade or on side façade within 10ft of street facing façade.

ISG Response: Utility meters, mechanicals, and bike parking have been added to the plans.

8. E4- Trash Enclosure to be screened with landscaping? If so, site plan only shows a portion of it screened from the road.

ISG Response: Refer to Landscaping Plan

9. Section F- Must submit a landscaping plan.

ISG Response: Landscaping plan included.

10. Section I- Must submit a Photometric Plan with fixture specifications and cutsheets. Show light trespass 25ft beyond the property lines.

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

11. J2-Do balconies extend over West Ave property line?

ISG Response: No components of the building, including balconies, extend over any property line

12. J3- Screen exterior patio from street.

ISG Response: Refer to Landscape Plan

13. Section K1-4.- Building does not meet this requirement. It is a solid rectangle.

ISG Response: Refer to Exterior Elevations and Perspectives. Building volume is broken into (4) distinct masses with varying heights and shifts in plane.

14. K5- Show window calculation

ISG Response: Refer to Exterior Elevations

15. L2- Meet requirement

ISG Response: Refer to Exterior Elevations

16. M3- Must include parapet wall?

ISG Response: Refer to Exterior Elevations

17. Section N- Label proposed materials on elevations

ISG Response: Refer to Exterior Elevations

UTILITIES DEPARTMENT



1. The city has concerns for the watermain flow capacity down 12th St. There is a bottleneck at Badger, so we would recommend also tapping into the main on West Ave at the south end of the building to loop the main giving you the benefit of the upsized pipe you are installing.

ISG Response: Noted, ISG will coordinate with the City for routing of utilities.

2. We don't see a benefit to running storm sewer all the way North up 12 St. We would much prefer that you run south of your building and connect into the storm manhole in the outside southbound lane of West Ave.

ISG Response: ISG anticipates needing a storm structure at the south end of 12th street due to the high point to the north being over 1' above the existing elevation at the south. ISG will further coordinate with the City for routing of utilities.

3. Sanitary Sewer connection fee will be required, work with Utilities office for invoicing prior to permits being issued.

ISG Response: Noted.

4. At the south end of 12th it will be important to remember that utility services shall not cross parcel boundaries, so as the lots to the south east are combined you need to be sure that sanitary and water connections are considered in the process.

ISG Response: CSM included for reference. Lot south of proposed ROW can be combined with the existing parcel to the south to prevent any issues with utilities crossing lines.

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

ISG Response: Meter plan will be provided.

ENGINEERING DEPARTMENT (STORMWATER)

1. A Water Quality Management Letter is required for each project.

ISG Response: Noted.

2. A separate Stormwater Permit is required per Section 105. Process on city website.

ISG Response: Noted.

3. Lots must be combined and ROW vacation approved before a stormwater permit will be issued.

ISG Response: Noted.

FIRE DEPARTMENT

1. Knox Box Required



ISG Response: Noted.

2. 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.

3. Sprinkler FDC within 100' of nearest hydrant. 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: Hydrant added at south end of proposed 12th street to be within 100' of FDC.

PARKS, RECREATION, AND FORESTRY)

1. Submit a Landscaping Plan for final review.

ISG Response: Landscaping plan included in the submittal.

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