



PLANNING COMMISSION MEETING

November 6, 2023
4:00 PM

PUBLIC MEETING NOTICE

PLANNING COMMISSION

Mayor Blaser, Chairperson
Ryan Austin, Alderperson
Lee Thao
Eric Daven
Ben Goodreau
Thaddeus Kubisiak
Jeff Marutz

AGENDA ITEM RECIPIENTS

Sue Schill, City Attorney
Erika Esser, Secretary
Jennifer Gossick, City Clerk

Notice is hereby given of a meeting of the Wisconsin Rapids Planning Commission to be held in the Council Chambers at City Hall, 444 West Grand Avenue, Wisconsin Rapids, on **Monday, November 6, 2023, at 4:00 PM**. The meeting will be streamed live on the City of Wisconsin Rapids Facebook page and will also be broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. If a member of the public wishes to access this meeting live via Zoom audio conferencing, you must contact the City Clerk at least 24 hours prior to the start of the meeting to coordinate your access. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. It is possible that members of the Planning Commission may appear remotely via video or audioconferencing for this meeting.

AGENDA

1. Approval of the reports from the October 2, 2023, and October 18, 2023, Planning Commission meetings.
2. **23-000969; Kwik Trip Inc.** - request for a Site Plan and Architectural Review to construct a façade improvement, commercial building addition and associated site improvements at 2520 West Grand Avenue (Parcel ID 3401290).
3. **23-001021; Dennis Eron** – request for a Site Plan and Architectural Review to construct a commercial building addition and associated site improvements at 710 Ruby Avenue (Parcel ID 3414178).
4. **23-001023; Metcalf Lumber** – request for a Site Plan and Architectural Review to construct an accessory building at 750 West Grand Avenue (Parcel ID 3401910).
5. Adjourn

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at this meeting is not possible due to a disability or other reasons, notification to the city clerk's office at least 24 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.

REPORT OF THE PLANNING COMMISSION

Date of Meeting: October 2, 2023

Report #1

The Planning Commission met at 4:00 p.m. on October 2, 2023 in the Council Chambers at City Hall. It was also streamed live on the City of Wisconsin Rapids Facebook page and broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. Members present in the Chambers included Ryan Austin, Eric Daven, and Jeff Marutz. Ben Goodreau and Thad Kubisiak attended via Zoom. Lee Thao and Shane Blaser were absent; Ryan Austin served as Chairperson. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach, Josh Prentice, Shane Ruesch and others as listed on the sign-in sheet.

The meeting was called to order at 4:00 p.m.

1. Approval of the report from August 31, 2023, Planning Commission meeting.

Motion by Marutz to approve the report from the August 31, 2023 Planning Commission meeting;
second by Daven.

Motion carried (5 – 0)

2. **23-000784; Aspirus Riverview Hospital** - request for a Planned Development District Amendment to modify the existing Planned Development District boundary at 1041 Hill Street (Parcel ID 3408444).

Staff provided a summary and background information for this item. Approval was recommended with the conditions outlined in the staff report.

Public hearing opened at 4:05 p.m.

Mary Molski and Mary Gokey, who both live on Dewey Street, asked for clarification about which properties would be impacted and to what extent. Carrie Edmondson and Kyle Kearns responded. Josh Prentice of REI Engineering provided additional information about the lot line adjustment.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:13 p.m.

Motion by Daven to approve the request for a Planned Development District Amendment to modify the existing Planned Development District boundary at 1041 Hill Street (Parcel ID 3408444) as presented with the staff recommendations:

- 1) Minor or major alterations to the Planned Development District shall be pursuant to Section 11.05.36 of the Zoning Ordinance.
- 2) This proposal has been determined to be a major alteration and can be approved by the Common Council at a regular meeting.
- 3) Approval is contingent upon recordation of the associated lot line adjustment

Second by Marutz.

Motion carried (5 – 0)

3. Rapids Rediscovered grant requests for 851 Gardner Street (Parcel ID 3402985) and five unaddressed

parcels (Parcel ID's 3405230, 3405231, 3405232, 3405233, and 3405234).

Carrie Edmondson provided a summary of the request. Approval was recommended with the conditions outlined in the staff report. Ms. Edmondson pointed out a minor typing error within condition 4.

Commissioner Daven asked about the guidelines for granting funds to applicants and whether it was on a first-come, first-serve basis to which Mr. Kearns responded, adding additional comments about future grant requests.

Motion by Daven to approve the Rapids Rediscovered grant requests for 851 Gardner Street (Parcel ID 3402985) and five unaddressed parcels (Parcel ID's 3405230, 3405231, 3405232, 3405233, and 3405234) with the recommended conditions:

1. Revised elevations shall be submitted to include exterior enhancements subject to review and approval of Community Development Department staff.
2. Finished exterior materials must be low maintenance and durable.
3. A minimum of two shade trees shall be installed within the front yard.
4. The project shall include required grass seeding and tree installation within one year of approval.
5. Zoning district dimensional standards shall be met, along with associated development standards and supplemental use standards.

Second by Marutz

Shane Ruesch added his comments.

Motion carried (5 – 0)

4. **23-000907; City of Wisconsin Rapids** – public hearing on a request to amend Chapter 11 – Zoning, specifically Appendix C, Zoning Districts and Dimensional Standards, modifying floor area requirements for residential districts.

Kyle Kearns provided a synopsis of the request.

Public hearing opened at 4:30 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:31 p.m.

Motion by Marutz to approve the request to amend Chapter 11 – Zoning, specifically Appendix C, Zoning Districts and Dimensional Standards, modifying floor area requirements for residential districts; second by Austin.

Motion carried (5 – 0)

5. Adjourn

Motion by Daven to adjourn the meeting; second by Marutz.

Motion carried (5 – 0)

Meeting adjourned at 4:32 p.m.



City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

REPORT OF THE PLANNING COMMISSION MEETING

October 18, 2023

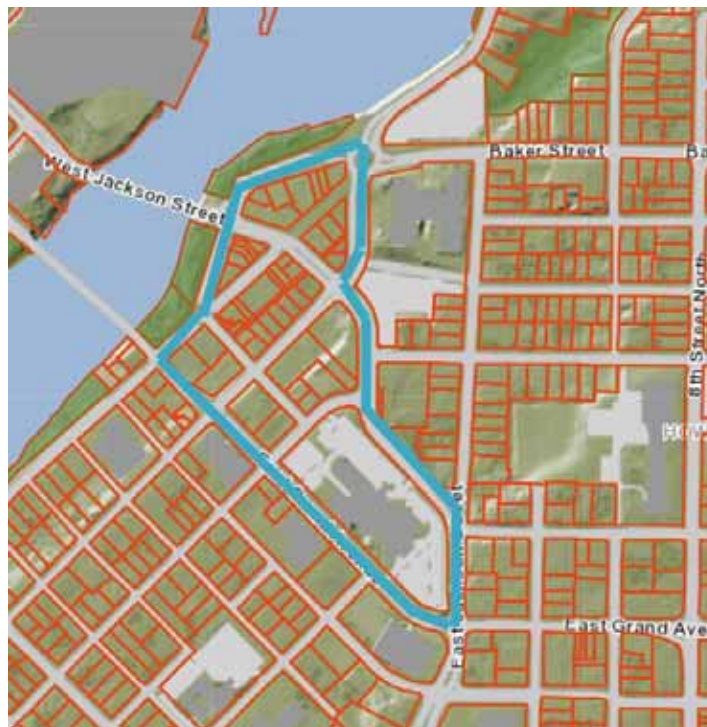
The Planning Commission was scheduled to hold a meeting to initially be held in the McMillan Memorial Library All-Purpose Room, at 490 East Grand Avenue, Wisconsin Rapids, on **Wednesday, October 18, 2023, at 5:00 p.m.**, regarding a Downtown District Workshop. The meeting included a downtown walk as indicated below and returned to the Library All-Purpose Room after the downtown walk. All members including Mayor/Chairperson Shane Blaser, Alderperson Ryan Austin, Lee Thao, Eric Daven, Ben Goodreau, Thaddeus Kubisiak, and Jeff Marutz were absent. Those present included Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach, Alderperson Tom Rayome, Alderperson Matt Zacher, WEDC Senior Downtown Development Director Errin Welty, Heart of Wisconsin Chamber of Commerce President/CEO Staci Kivi, and others listed on the sign-in sheet.

A quorum of members was not present and therefore, the meeting was not called to order. However, the meeting and tour continued as noticed on the agenda below.

AGENDA

1. 5:00 p.m. – Presentation/Overview by Community Development Department Staff in the All-Purpose Room.
2. 5:25 p.m. – Downtown Walk and Visioning Session. Walk from Library (proceeding counterclockwise) to the adjacent downtown area (see map below).
3. 5:50 p.m. – Return to the All-Purpose Room for Break-Out Groups, Sharing, and Summary.
4. 6:30 p.m. - Adjourn

The meeting concluded at 6:30 p.m.



Administrative Staff Report

Kwik Trip Inc.

Site Plan & Architectural Review

2520 W. Grand Ave.

October 30, 2023



<p>Applicant(s):</p> <ul style="list-style-type: none"> Kwik Trip, Inc. <p>Staff:</p> <ul style="list-style-type: none"> Kyle Kearns, Community Development Director Carrie Edmondson, Associate Planner <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 3401290 <p>Lot Information:</p> <ul style="list-style-type: none"> Effective Frontage: 303 feet Effective Depth: 261 feet Square Footage: 180,745 Acreage: 4.14 Acre <p>Zone(s):</p> <ul style="list-style-type: none"> General Commercial (B-2) District <p>Council District:</p> <ul style="list-style-type: none"> District 1 – Ryan Austin <p>Master Plan:</p> <ul style="list-style-type: none"> Commercial <p>Current Use:</p> <ul style="list-style-type: none"> Vehicle Fuel Station <p>Applicable Regulations:</p> <ul style="list-style-type: none"> Chapter 11 - Zoning 	<p>Request</p> <p>23-000969; Kwik Trip, Inc. – request for a Site Plan and Architectural Review to construct a façade improvement, commercial building addition, and associated site improvements at 2520 West Grand Avenue (Parcel ID 3401290).</p> <p>Attachment(s)</p> <ol style="list-style-type: none"> Application Plans <p>Findings of Fact</p> <ol style="list-style-type: none"> The applicant is requesting construction of a façade improvement, commercial building addition and associated site improvements. The proposed addition is approximately 1,381 square feet. The property is zoned General Commercial (B-2) District. A Vehicle Fuel Station is permitted in the General Commercial (B-2) District. A building plan – architectural review (AR), site plan (SP), and zoning permit (ZP) are required. <p>Staff Recommendation</p> <p>Approve the request for a Site Plan and Architectural Review to construct a façade improvement, commercial building addition, and associated site improvements at 2520 West Grand Avenue (Parcel ID 3401290), subject to the following condition(s):</p> <ol style="list-style-type: none"> The exterior materials of the building addition shall be consistent with the new principal building façade. A revised landscape plan shall be submitted and approved by Community Development Department staff. Applicable permits through the City shall be obtained, including those applicable for fences, asphalt, and work in the public right-of-way. Per Chapter 6 of the City's Municipal Code/Ordinance, Kwik Trip shall be required to install, or at a minimum investigate the feasibility of installing, new five foot concrete sidewalk (with maximum 2% cross-slope) from the existing sidewalk along West Grand Avenue, north approximately 170 feet to existing sidewalk along 25th Avenue. Community Development Department staff shall have the authority to approve minor modifications to the plans.
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Vicinity Map



Site Photos





Background

This site has been the location of a vehicle fuel station for several decades, most recently a Kwik Trip. There was an overall building reconstruction completed in 2019. The Site Plan and Architectural Review currently before the Plan Commission is for a new building façade, commercial building addition, and site improvements, including the addition of tractor-trailer parking spaces. The changes are due to the expansion needs of the existing business. The existing facility and operation falls under the Vehicle Fuel Station definition within Chapter 11 – Zoning below.

Description: *A place where fuels for cars, motorcycles, and light trucks are offered for retail sale. Ancillary uses are limited to the retail sale of food and beverages and light maintenance activities, such as engine tune-ups, lubrication, and minor repairs. The term does not include truck stops or similar uses.*

Vehicle Parking: *1 space for each 300 square feet of gross floor area*

Supplemental Standards:

(a) Restroom facilities. *If a vehicle fuel station provides restroom facilities, the door to each restroom shall be accessed from within the interior of the building in which they are located.*

(b) Pump island canopies. *A pump island canopy shall not exceed 22 feet in height.*

(c) Special setbacks. *The following setbacks shall apply to a vehicle fuel station:*

(1) *A fuel pump shall be located at least 50 feet from a property in a residential zoning district or a planned development district that allows residential uses and at least 30 feet from a property in a nonresidential zoning district.*

(2) *A pump island canopy shall comply with the following setbacks: 10 feet for a front yard, 20 feet for a side yard, and 20 feet for a rear yard.*

(d) Surface. *All vehicle use areas shall be concrete or a bituminous material capable of supporting a 4-ton axle load.*

The existing building is 4,778 square feet and the proposed expansion will add an additional 1,381 square feet. Other proposed site improvements include six proposed 15 foot by 70 foot tractor trailer parking spaces from the access of off 25th Avenue North.

The standards of review are analyzed in greater detail below.

Standards of Review

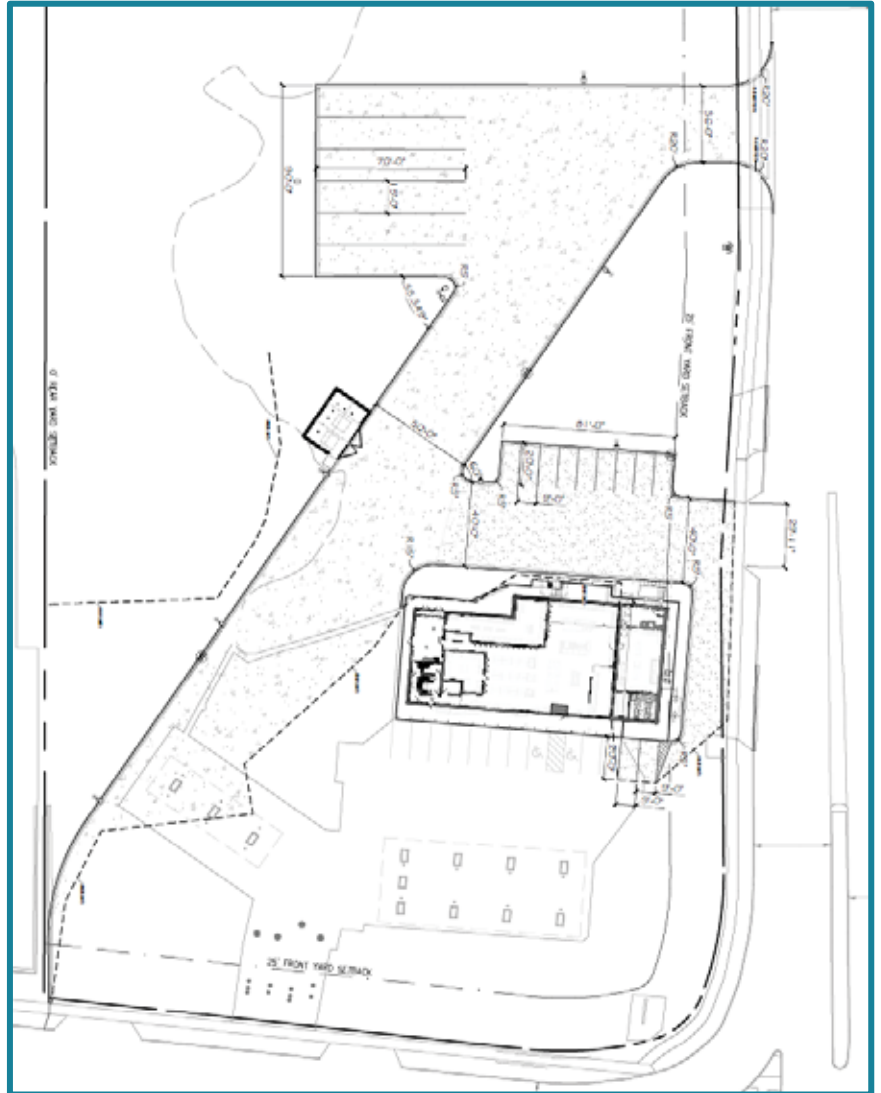
1) Use

Analysis: A Vehicle Fuel Station is permitted within the General Commercial (B-2) Zoning District. The use currently exists and is proposed to be expanded, with the construction of the proposed building addition.

Findings: Note that a building plan – architectural review (AR), plan of operation (PO), site plan review (SP), and zoning permit (ZP) are required.

2) Dimensional Standards

Analysis: The 1,381 square foot proposed building addition meets setbacks. The existing building, building addition, and two pump canopies will create approximately 7 percent building coverage (60 percent maximum permitted) on the lot, and 51 percent impervious surface coverage (80 percent maximum permitted) on the lot. The building height is 24.5 feet, the maximum permitted height is 45 feet.



Findings: The commercial building addition and increase in impervious surface area meet all dimensional standards. The building coverage ratio of 7 percent is well under the maximum 60 percent allowed. The 51 percent impervious surface coverage is under the 80 percent maximum allowed. The proposed building addition is well suited in scale to the existing lot and surrounding development.

3) Ingress/Egress

Analysis: There are two points of access along West Grand Avenue and two points of access along 25th Avenue North. The access will become more streamlined with the hardscape work, however the number of access points will remain unchanged.

Findings: Separating tractor trailer parking to the north of the site will make truck traffic more likely to use the northern point of access from 25th Avenue North. It is likely that they will utilize the diesel pumps to the west and exit to the southwest of the site. Automobile customer traffic can then access the site from the two access points nearer the convenience store.

4) Parking

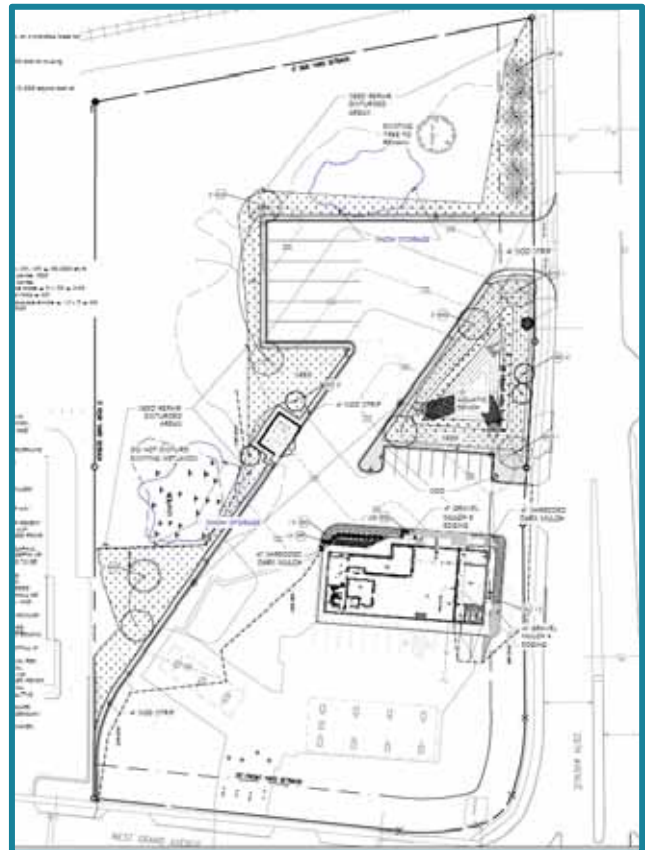
Analysis: The use requires 1 space for each 300 square feet of gross floor area, for a total of 21 parking spaces required and one ADA approved accessible space required.] There are 20 parking spaces provided and 2 ADA approved accessible parking spaces. Six tractor-trailer parking spaces are also proposed.

Findings: The 6 tractor trailer spaces bring non-ADA parking space total to 26. This exceeds the required amount of parking by more than 15 percent. The Planning Commission can grant a special exception to exceed the minimum number of spaces by more than 15 percent when they determine that additional spaces are needed for the particular use or location. Staff would recommend that the Plan Commission approve the increase in parking based on the operational needs of this particular business/the use.

Additionally, with the addition of new parking, there are 13 parking spaces located in front of the principal building and 15 behind the front plane of the principal building. The Planning Commission can grant a Special Exception to allow more than 35% and up to 50% of the parking in front of a principal building. Staff is recommending that in this case it be granted due to the existing size and configuration of the property and nature of operation of a vehicle fuel station.

5) Landscaping

Analysis: The proposed building addition requires that foundation landscaping be provided: A minimum of 40 landscape points shall be provided on a prorated basis for every 100 feet of building foundation perimeter. The building addition includes approximately 362 lineal feet of foundation, meaning 145 perimeter landscape points are required. Additionally, because the construction impacts new sections of street frontage, street frontage must be provided at a rate of 60 landscape points for every 100 feet of linear frontage. With 595 feet of linear frontage, a minimum of 357 frontage landscape points are required. A minimum of 100 landscape points are required per 10,000 feet of paved area, for a total of 292 parking lot points required. Additionally, 949 square feet of plantings must be located interior to the parking lot area.



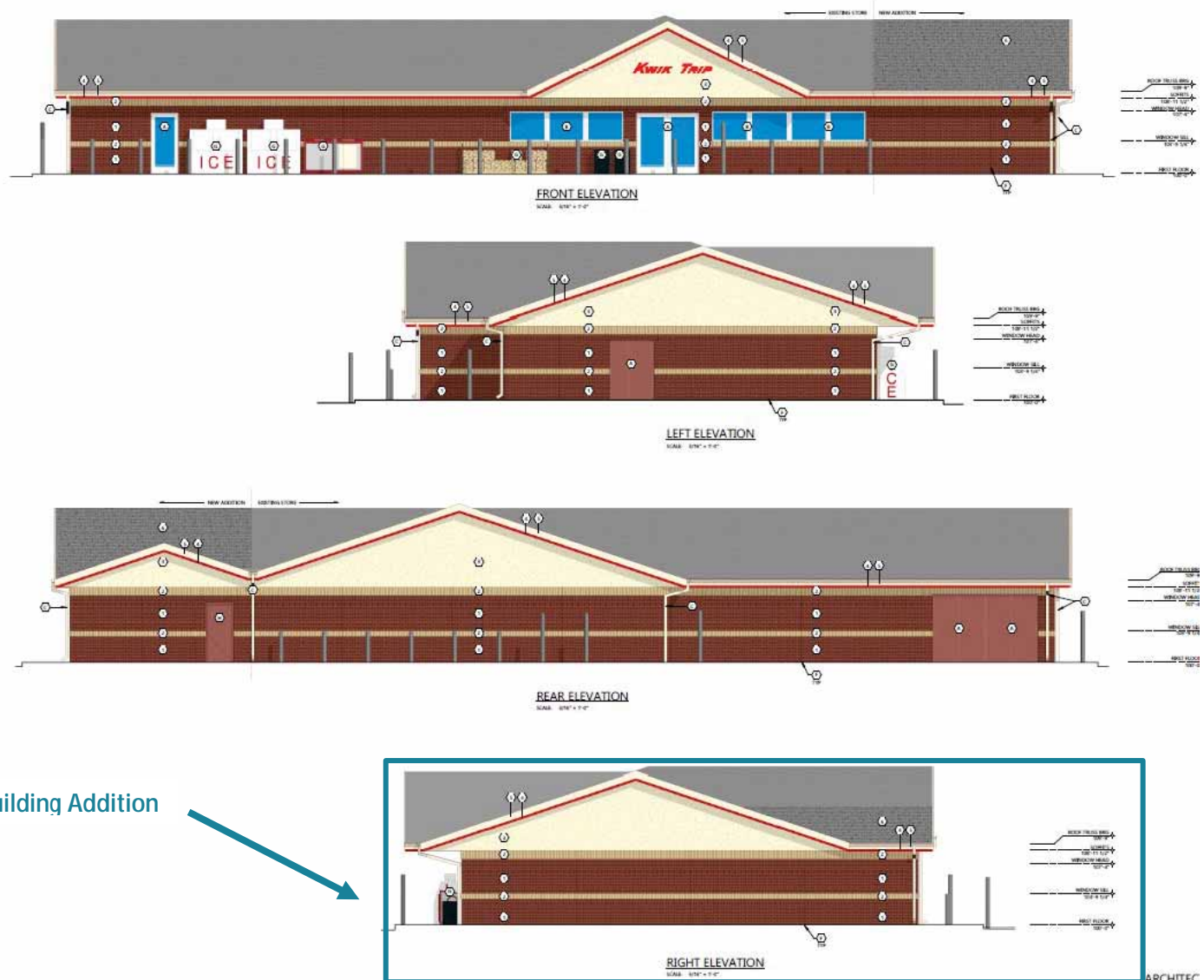
Findings: The applicant is proposing the following:

Landscape Type	Required Points	Provided Points	Allocation
Foundation Points	145	240	Low tree and shrub mix
Frontage Points	357	360	Minimum 50% tall deciduous trees and 30% medium deciduous trees required Requirement not met
Parking Lot Points	292	360	Minimum 60% tall trees and 20% shrubs required Requirement met

The applicant is proposing a nice mix of plantings that nearly meet the required point minimums and allocations. The one exception is the allocation of frontage points. This is a relatively minor modification that can be easily addressed, and a condition has been added requiring a revised landscape plan.

6) Architectural Review

Analysis: Elevations have been submitted, showing the building façade. The original building consists primarily of cream colored vinyl siding with red brick wainscoting. A façade improvement is proposed to the existing building and will be comprised mainly of red brick with tan brick and EIFS accents. Red aluminum fascia accents will be added that match the Kwik Trip branding. The proposed building addition is proposed to be constructed with matching red brick and complimentary accents. The roofline is also consistent with the existing structure.



Findings: The proposed façade improvement and matching building addition provide a substantial enhancement to what is existing. From an architectural standpoint the addition ties in very well to the existing building both in terms of materials and in terms of massing, scale, and design.

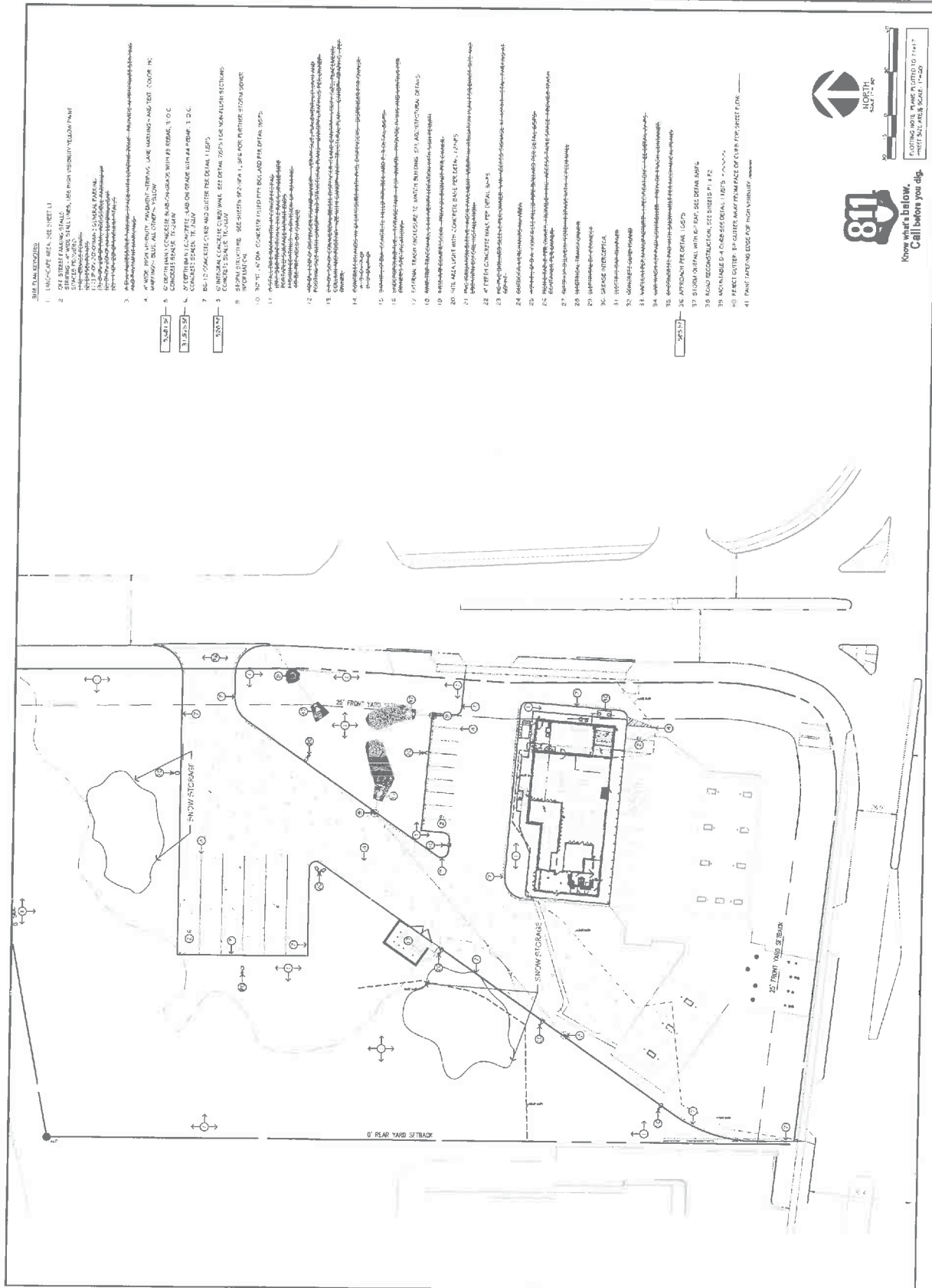
7) Lighting & Photometric Plan

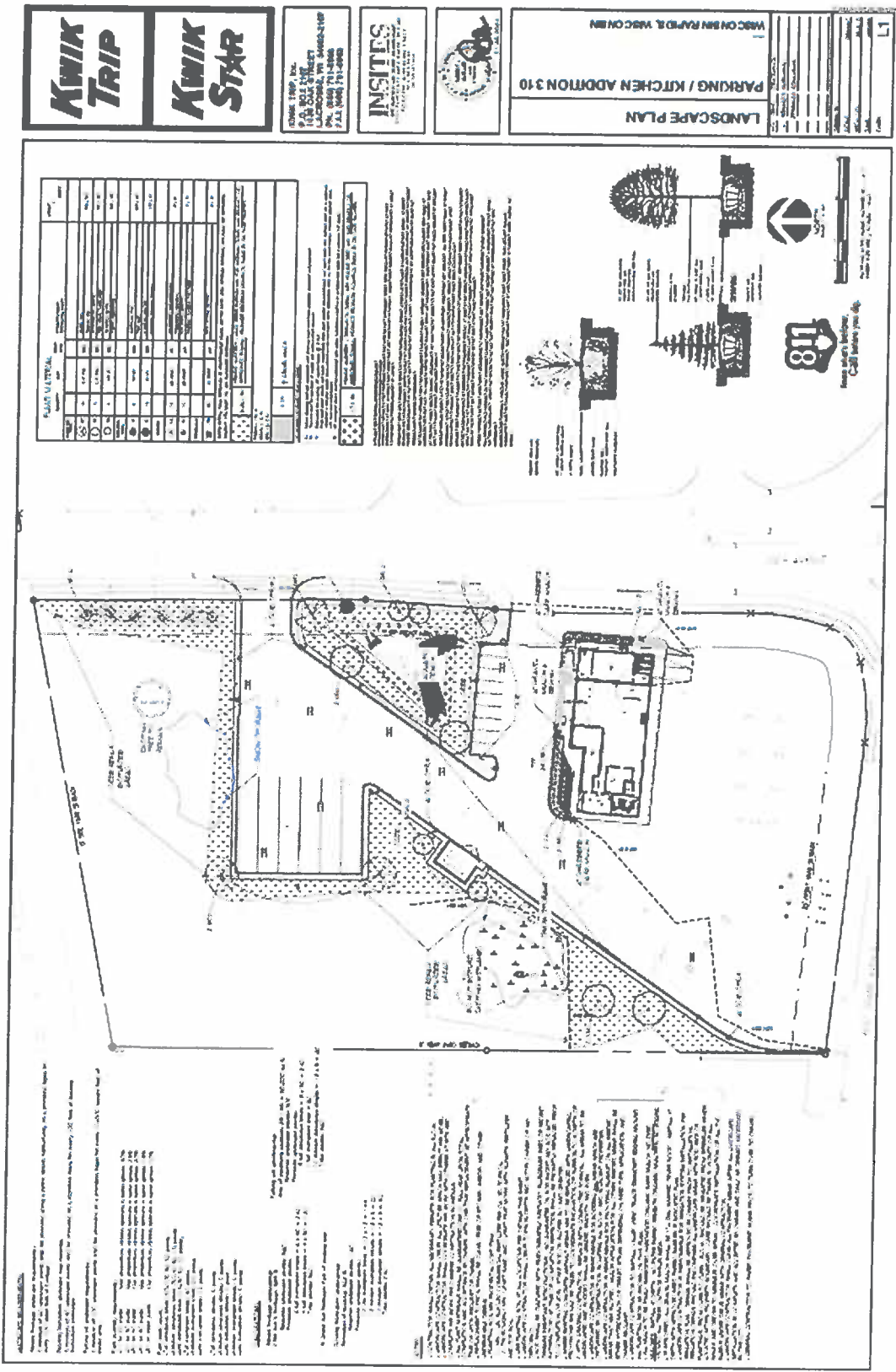
Analysis: Regulations for onsite lighting are related to light trespass (foot-candles) beyond the property line and total lighting levels (lumens). Lighting from the business use should not exceed 0.1 foot-candles at a neighboring

residential property line and 0.2 foot-candles at a neighboring commercial or industrial property line. The property is wholly surrounded by General Industrial (M-1) District and General Commercial (B-2) District properties.

Findings: A lighting plan has been submitted and all proposed light levels at adjacent properties fall within the required standards.

In summary, the proposed building addition is permitted and appropriate for the existing use and site. Furthermore, the façade improvement and matching building addition will be consistent with other commercial properties in the immediate vicinity and along this key commercial corridor. Therefore, staff would recommend approval of the site plan and architectural review, subject to the items mentioned above and summarized on page one of the staff report.

[illegible]



Kwik Trip

Kwik Star


HOME DEPOT, INC.
10000 W. 10TH AVENUE
LAKESIDE, CO 80123
P.O. BOX 1000
P.O. BOX 1000
P.O. BOX 1000

INSITES
10000 W. 10TH AVENUE
LAKESIDE, CO 80123
P.O. BOX 1000
P.O. BOX 1000
P.O. BOX 1000




LANDSCAPE PLAN
PARKING / KITCHEN ADDITION 310
WASCOW RUN, RAPID E, WASCOW RUN

NO.	SYMBOL	PLANT MATERIAL	QUANTITY
1	(Symbol)	Red Maple	1
2	(Symbol)	White Birch	1
3	(Symbol)	Black Birch	1
4	(Symbol)	Red Pine	1
5	(Symbol)	White Pine	1
6	(Symbol)	Black Pine	1
7	(Symbol)	Red Spruce	1
8	(Symbol)	White Spruce	1
9	(Symbol)	Black Spruce	1
10	(Symbol)	Red Fir	1
11	(Symbol)	White Fir	1
12	(Symbol)	Black Fir	1
13	(Symbol)	Red Cedar	1
14	(Symbol)	White Cedar	1
15	(Symbol)	Black Cedar	1
16	(Symbol)	Red Juniper	1
17	(Symbol)	White Juniper	1
18	(Symbol)	Black Juniper	1
19	(Symbol)	Red Cypress	1
20	(Symbol)	White Cypress	1
21	(Symbol)	Black Cypress	1
22	(Symbol)	Red Palm	1
23	(Symbol)	White Palm	1
24	(Symbol)	Black Palm	1
25	(Symbol)	Red Yucca	1
26	(Symbol)	White Yucca	1
27	(Symbol)	Black Yucca	1
28	(Symbol)	Red Agave	1
29	(Symbol)	White Agave	1
30	(Symbol)	Black Agave	1



Always a Better Plan
100 Gendick Drive
Fond du Lac, WI 54601
920.676.9800
excel@excel.com



PROJECT INFORMATION

2520 W. GRAND AVE. • WISCONSIN RAPIDS, WI 54495

KWIK TRIP #310

PROPOSED ADDITION FOR:

PROFESSIONAL SEAL

PRELIMINARY DATES

XXX

NOT FOR CONSTRUCTION

JOB NUMBER

230321200

SHEET NUMBER

A200

4/10/2024

EXTERIOR FINISH KEY

ACQUAILE SPRING
BATH (15) 1862

ALUMINUM FACED,
ALUMINUM COLORED
GLAZING
ALUMINUM

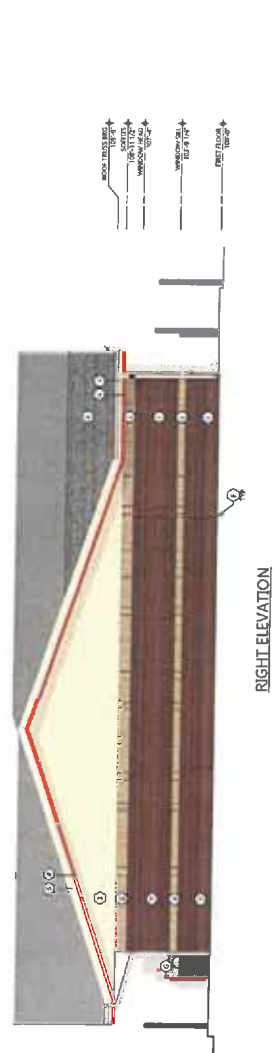
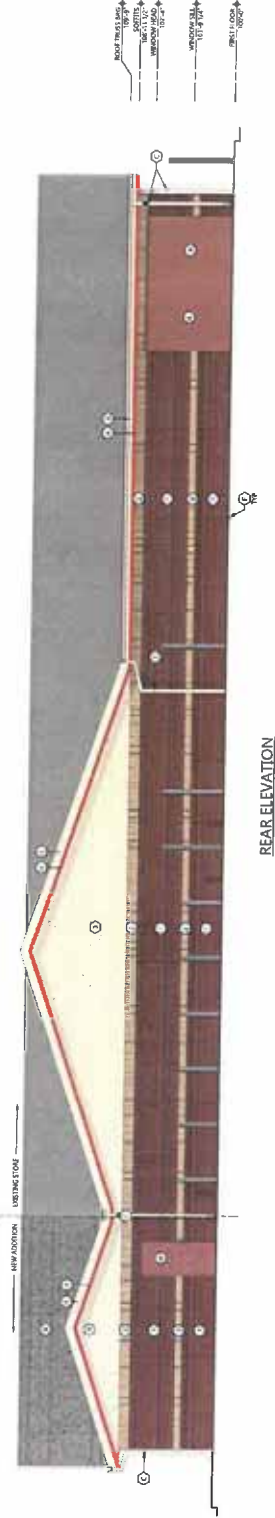
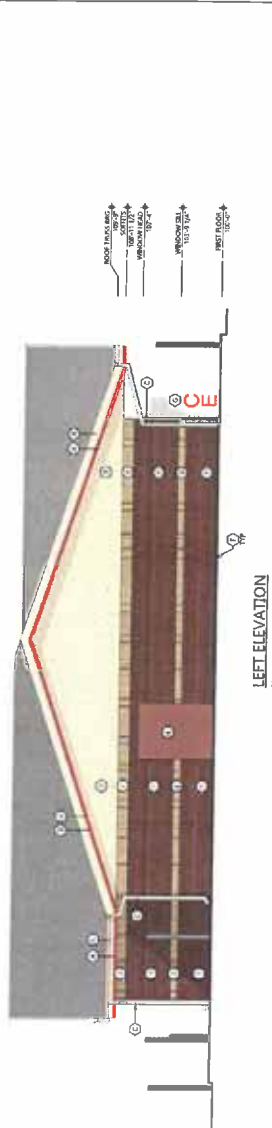
ALUMINUM FACED
RED

ETS
TAN

NOTE: NO. 1864 FRESH
AS AN ALTERNATE

ROCK SLOTTED CURTAIN
1848

ROCK
RED

[illegible]

OW	-10
OWT24	3
PIF	-8
PIPL	-1
POF	-4
PIEL	-1

EX	EXISTING TO REMAIN
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DOI: 10.1002/for



WISCONSIN RAPIDS, WISCONSIN



Site Plan & Plan of Operation Application City of Wisconsin Rapids, Wisconsin

Version: January 3, 2019

Community Development Department
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
P: (715) 421-8228 Fax: (715) 421-8291

Overview: The Planning Commission reviews site plans and plans of operation for those land uses specifically requiring such review as listed in the land-use matrix (Appendix A of the zoning code).

Governing regulations: The procedures and standards governing the review of this application are found in Article 5 of the City's zoning code (Chapter 11 of the municipal code).

General instructions: Complete this application and submit one copy to the Community Development Department. Alternatively, you can submit your application online at <https://wisconsinrapids.zoninghub.com/>

Application fee: \$175.00 for new; \$125.00 for amendment of prior approval

Note: Site plan/plan of operation review and architectural review can be combined into one application fee.

Application submittal deadline: Applications must be submitted at least 3 weeks prior to the meeting. Please consult the annual Planning Commission schedule for specific dates.

Mandatory meeting with staff: To ensure that all the required information is provided and that there is a complete understanding of the process, the applicant must meet with City staff to discuss the request and necessary items. Please contact the Community Development Department to schedule an appointment.

Office Use Only

Date Received _____

Received By _____

Fee _____

Case # _____

Aldermanic District _____

Plan Commission Date _____

1. Applicant information

Applicant name Kwik Trip Inc.

Street address 1813 Kramer St.

City, state, zip code LaCrosse WI. 54602

Daytime telephone number 608-793-5933

Email sjzietlow@kwiktrip.com

2. Agent contact information Include the names of those agents, if any, that helped prepare this application including the supplemental information. Agents may include surveyors, engineers, landscape architects, architects, planners, and attorneys.

Agent 1

Name Bob Mueller

Company Insites

Street address 3131 Fernbrook Lane N. Suite 260

City, state, zip code Plymouth, MN. 55447

Daytime telephone number 763-383-8400

Email bob@insitesinc.net

Agent 2

3. Type of application (check all that apply)

☒ Site plan Complete Part A, B and D

☐ Plan of operation Complete Part A, C and D

☒ New project

☐ Amendment of prior approval (if any)

If an amendment, the date of last approval (if any): _____

Part A. About the Property

4. Subject property information

Physical address 2520 W. Grand Ave

Parcel number(s) 3401290 225E12-SESW-B-130

Note: The parcel number can be found on the tax bill for the property or it may be obtained from the Community Development Department.

Is the subject property currently in violation of the City's zoning ordinance as determined by the City's zoning administrator?

☒ No

☐ Yes

If yes, please explain.

Comment: Pursuant to Section 11.04.10 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, special charges, or other required payments that are specifically related to the subject property?

☒ No

☐ Yes

If yes, please explain.

Comment: Pursuant to Section 11.04.11 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land where taxes, special assessments, special charges, or other required payments are delinquent and unpaid.

5. Zoning information (refer to <https://wisconsinrapids.zoninghub.com/zoningmap.aspx>)

The subject property is located in the following base zoning district(s). (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> RR Rural Residential | <input type="checkbox"/> R-8 Manufactured Home Park | <input type="checkbox"/> M-1 General Industrial |
| <input type="checkbox"/> R-1 Single-family Residential | <input type="checkbox"/> B-1 Downtown Commercial | <input type="checkbox"/> M-2 Heavy Industrial |
| <input type="checkbox"/> R-2 Mixed Residential | <input checked="" type="checkbox"/> B-2 General Commercial | <input type="checkbox"/> I-1 Institutional |
| <input type="checkbox"/> R-3 Multi-family Medium Density Residential | <input type="checkbox"/> B-3 Neighborhood Commercial | <input type="checkbox"/> P-1 Park and Recreation |
| <input type="checkbox"/> R-4 Multi-family High Density Residential | <input type="checkbox"/> B-5 Mixed Use Commercial | <input type="checkbox"/> C-1 Conservancy |

The subject property is also located in the following overlay zoning district(s). (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Planned Development (PDD) | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Floodplain |
| <input type="checkbox"/> Downtown Design | <input type="checkbox"/> Shoreland-Wetland | <input type="checkbox"/> Wellhead Protection |

Part B. Site Plan (See the standards and requirements in Division 6 of Article 6.)

6. Building type. Which of the following building types best describes the building?

- | | | |
|--|--|--|
| <input type="checkbox"/> Townhouse | <input checked="" type="checkbox"/> Commercial | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Multi-family | <input type="checkbox"/> Work/live | <input type="checkbox"/> Parking structure |
| <input type="checkbox"/> Institutional | | |

Please refer to Appendix D for any design requirements that may apply.

7. Encroachments.

Aside from driveways connecting to the street, will any part of the proposed project encroach into a public right-of-way?

- ☒ No
☐ Yes

If yes, please explain.

8. Site parameters (area in square feet or acres)

Subject property	180,744 SF
Building coverage	6,159 SF
Outdoor storage	
Stormwater facilities	
Impervious surfaces	85,054 SF
Landscaping and other undeveloped areas	
Wetlands	
100-year floodplain	

Impervious surfaces include buildings, parking areas and driveways, sidewalks, decks, patios, and other types of 'hard' surfaces.

Attach appropriate documentation if there are any wetlands.

9. Street access

Name	New Access	Change to Existing Access	No Change to Existing Access
25th Ave N	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
25th Ave N	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
25th Ave N	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

10. Traffic generation

Will the proposed project create 500 trips per day or more?

- ☒ No
☐ Yes Attach a traffic impact report to this application. See s. 11.06.151 of the zoning code for additional details.

Will the proposed project create 300 trips per day or more, but less than 500?

- ☒ No
☐ Yes The city may require a traffic impact report as described in s. 11.06.151 of the zoning code. Please contact the Community Development Department for further guidance.

11. Parking (See the standards and requirements in Article 17 of the zoning code.)

Minimum number of required spaces	21	See Appendix B of the zoning code for parking requirements for the proposed land use(s).
Proposed number of spaces	28	If the number of proposed spaces exceeds what is required by more than 15 percent, the Planning Commission may grant a special exception to allow oversized parking areas. (See s. 11.17.03(r) of the zoning code.)
ADA van accessible spaces		

Other ADA accessible spaces	<u>2</u>	
Number of electric charging stations (if any)	<u></u>	Charging stations are not required, but are recommended.
Bicycle parking spaces	<u></u>	Bike parking is not required, but is recommended. (See s. 11.17.06 of the zoning code.)
Number of spaces in front of the building	<u>13</u>	The number of spaces in front of the building may be limited depending on the zoning district. (See Appendix C of the zoning code.)
Number of spaces on the side(s) of the building	<u></u>	
Number of spaces to the rear of the building	<u>9+ 6 truck stalls</u>	

12. Outdoor lighting (See the standards and requirements in Article 18 of the zoning code.)

	Number of Fixtures	Lumens
Building 1	<u></u>	<u></u>
Building 2	<u></u>	<u></u>
Building 3	<u></u>	<u></u>
Parking lot 1	<u>10</u>	<u></u>
Parking lot 2	<u></u>	<u></u>
Parking lot 3	<u></u>	<u></u>
Other	Please see E1 Photometric Plan	<u></u>
Other	<u></u>	<u></u>
Total	<u></u>	<u></u>

Maximum lighting levels at each property boundary line (in footcandles):	<u>2.4 Overall Avg.</u>	Attach a photometric plan to this application along with manufacturer's cut sheets for the different kinds of light fixtures.
Height of parking lot lights above grade (if any):	<u>6-16' 4-22'</u>	

13. Fencing. Will the proposed project include fencing?

- ☒ No
- ☐ Yes (See Article 15 of the zoning code for the standards and requirements that apply.)
- If yes, please describe and/or attach a fencing plan.

14. Stormwater. Describe how stormwater generated on the site will be handled.

Stormwater will be sent to a wet pond and released at rate to City storm on 25th Ave. N.

15. Site plan. Attach a site plan drawn to scale with the following information to the extent it applies to the proposed project. The items with an asterisk are required. Check those elements that are included.

Background Project Information	Buildings and Outdoor Storage/Activity Areas	Transportation Facilities (existing and proposed)
<input checked="" type="checkbox"/> Project name*	<input checked="" type="checkbox"/> Existing and proposed	<input checked="" type="checkbox"/> Streets
<input checked="" type="checkbox"/> Applicant name*	<input checked="" type="checkbox"/> Existing within 50 feet of subject property	<input checked="" type="checkbox"/> Driveways and road access onto public and private roads
<input checked="" type="checkbox"/> Preparation date/revision*	Required Setbacks	<input checked="" type="checkbox"/> Sidewalks and trails
<input checked="" type="checkbox"/> Name of preparer*	<input checked="" type="checkbox"/> Yard setbacks (front, side, rear and shore)	<input checked="" type="checkbox"/> Fire lanes (i.e., fire apparatus access)
	<input type="checkbox"/> On-site septic systems	<input checked="" type="checkbox"/> Clear visibility triangles (location and dimensions)
Survey Information	<input type="checkbox"/> On-site wells and off-site wells within 10 feet of the perimeter of the subject property	On-Site Parking (existing and proposed)
<input checked="" type="checkbox"/> North arrow and graphic scale*	Landscaping Features (existing and proposed)	<input checked="" type="checkbox"/> Access aisles and parking spaces by size
<input checked="" type="checkbox"/> Address of subject property or legal description*	<input type="checkbox"/> Fences, buffers, and berms	<input checked="" type="checkbox"/> Location of accessible parking spaces
<input checked="" type="checkbox"/> Property boundaries *	<input checked="" type="checkbox"/> Pervious and impervious surfaces by type	<input checked="" type="checkbox"/> Location and specifications/dimensions for accessibility ramps
<input checked="" type="checkbox"/> Acreage of subject property*	<input checked="" type="checkbox"/> Site amenities (benches, fountains, etc.)	<input checked="" type="checkbox"/> Type and location of on-site parking signs and traffic control signs
Project Development Information	<input checked="" type="checkbox"/> Existing trees and other prominent vegetation	<input checked="" type="checkbox"/> Surface materials for parking lot (e.g., concrete, bituminous concrete, pavers)
<input type="checkbox"/> Land use summary table by density/intensity and acreage*	<input checked="" type="checkbox"/> Trees / shrubs to be planted, including a plant list and specs.	<input type="checkbox"/> Snow storage areas
<input type="checkbox"/> Easements/rights-of-ways (location, width, purpose, ownership)	Trees / shrubs to be retained	<input type="checkbox"/> Areas designated for queuing of vehicles for drive-through facilities (e.g., car washes, drive-up service windows, etc.)
<input type="checkbox"/> Common areas/conservancy areas (location, purpose, ownership)	Outdoor Lighting (existing and proposed)	<input type="checkbox"/> Pedestrian walks between the parking lot and the building
<input type="checkbox"/> Land to be dedicated to the public (boundaries, area, purpose)	<input checked="" type="checkbox"/> Location	<input type="checkbox"/> Designated areas of a parking area for pedestrian walks
Setting	<input checked="" type="checkbox"/> Fixture specifications	<input checked="" type="checkbox"/> Loading lanes and loading docks
<input type="checkbox"/> Property boundaries within 50 feet of the subject property	Stormwater Facilities (existing and proposed)	<input checked="" type="checkbox"/> Stormwater drainage
<input type="checkbox"/> Land uses within 50 feet of the subject property	<input type="checkbox"/> Location	<input type="checkbox"/> Distance between parking areas and adjoining properties if less than 20 feet
<input type="checkbox"/> Zoning district boundaries within 50 feet of the subject property	<input type="checkbox"/> Specifications for each facility	<input type="checkbox"/> Areas designated for bicycle parking
<input type="checkbox"/> Municipal boundaries within 50 feet of the subject property		
Site Features (existing and proposed)	Utilities (existing and proposed)	Signs (existing and proposed)
<input checked="" type="checkbox"/> Ground contours when slopes exceed 8 percent	<input checked="" type="checkbox"/> Location	<input checked="" type="checkbox"/> Location
<input checked="" type="checkbox"/> Wetlands	<input checked="" type="checkbox"/> Type (sewer, telephone, etc.) (buried or overhead, if applicable)	<input type="checkbox"/> Specifications for each sign including type, height, dimensions, lighting, and other factors considered during the review process
<input checked="" type="checkbox"/> Woodlands	<input checked="" type="checkbox"/> Size/capacity, if applicable	
<input type="checkbox"/> Wildlife habitat, including critical wildlife habitat		
<input type="checkbox"/> Environmentally sensitive features		
<input type="checkbox"/> Water resources (rivers, ponds, etc.) and ordinary high-water mark for navigable waters		
<input checked="" type="checkbox"/> Floodplain boundaries and elevations of the same		

Part C. Plan of Operation

16. Operating conditions

Hours of operation:	Existing 24-7	
Estimated number of full-time employees	20	
Estimated number of part-time employees	10	
Maximum number of employees onsite at peak hours	8	
Will the proposed business operation create any noise outside of the building?	No	Refer to s. 11.06.147 of the zoning code.
Will the proposed business operation create any emissions (e.g., fumes, smoke, steam, vapor, dust,) to the atmosphere?	No	Refer to s. 11.06.148 of the zoning code.
Will the proposed business operation create any vibrations outside of the building?	No	Refer to s. 11.06.149 of the zoning code.
Will the proposed business operation involve any explosives or other flammable materials?	Yes	Refer to s. 11.06.150 of the zoning code.
Will the proposed business operation involve any radioactive materials?	No	
Will the proposed business operation create special needs for wastewater disposal?	No	
Will the proposed business operation require unusually high levels of public water?	No	

17. Licensing. What kind of federal, state, county or city licensees will be required to operate the proposed business?

Part D. Other

18. Attachments List any attachments included with your application.

Civil plan set, Stormwater Calcs, ROW permit application.

19. Other information You may provide any other information you feel is relevant to the review of your application.

20. Mandatory meeting with staff

When did you meet with the Community Development Director? _____ Month/year

21. Applicant certification

- I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes City officials and employees, and other designated agents, including those retained by the City, to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner:

Scott Zietlow

2023 10 02

Name – print

Name – Signature

Date

Name – print

Name – Signature

Date

Administrative Staff Report

Dennis Eron

Site Plan & Architectural Review

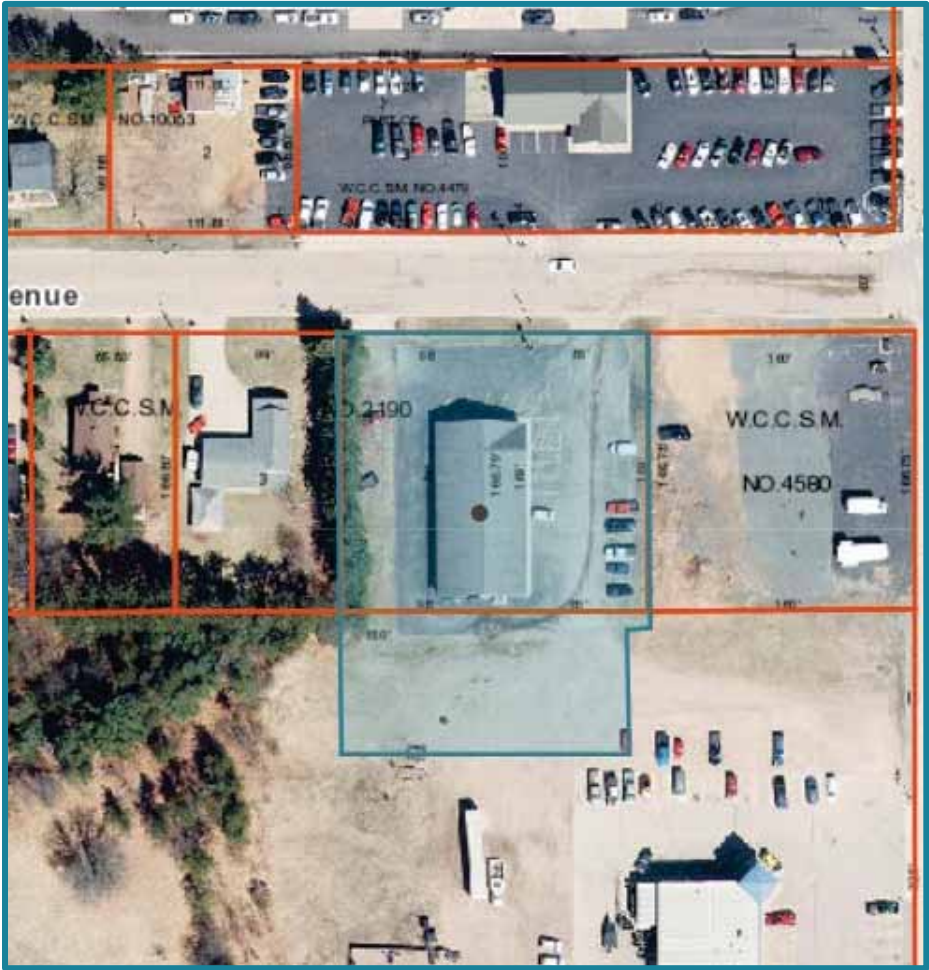
710 Ruby Avenue

October 30, 2023



<p>Applicant(s):</p> <ul style="list-style-type: none"> Dennis Eron <p>Staff:</p> <ul style="list-style-type: none"> Kyle Kearns, Community Development Director Carrie Edmondson, Associate Planner <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 3414178 <p>Lot Information:</p> <ul style="list-style-type: none"> Effective Frontage: 150.64 feet Effective Depth: 257.29 feet Square Footage: 37,091 Acreage: 0.851 Acre <p>Zone(s):</p> <ul style="list-style-type: none"> General Commercial (B-2) District <p>Council District:</p> <ul style="list-style-type: none"> District 7 – Patrick Delaney <p>Master Plan:</p> <ul style="list-style-type: none"> Commercial <p>Current Use:</p> <ul style="list-style-type: none"> Retail Sales <p>Applicable Regulations:</p> <ul style="list-style-type: none"> Chapter 11 - Zoning 	<p>Request</p> <p>23-001021; Dennis Eron – request for a Site Plan and Architectural Review to construct a commercial building addition and associated site improvements at 710 Ruby Avenue (Parcel ID 3414178).</p> <p>Attachment(s)</p> <ol style="list-style-type: none"> Application Plans <p>Findings of Fact</p> <ol style="list-style-type: none"> The applicant is requesting construction of a commercial building addition and associated site improvements. The existing commercial building is 5,000 square feet and the proposed addition is 2,600 square feet. The property is zoned General Commercial (B-2) District. Retail sales is permitted in the General Commercial (B-2) District. A building plan – architectural review (AR), site plan (SP), and zoning permit (ZP) are required. <p>Staff Recommendation</p> <p>Approve the request for a Site Plan and Architectural Review to construct a commercial building addition and associated site improvements at 710 Ruby Avenue (Parcel ID 3414178), subject to the following condition(s):</p> <ol style="list-style-type: none"> The exterior materials of the building addition shall match the design and color of the existing building. Wall mounted lighting must meet the standards as outlined in Chapter – 11 Zoning, Article 18 – Outdoor Lighting. Applicable permits through the City shall be obtained, including those applicable for fences and building construction. The existing gravel drive must be paved, and the applicable Asphalt and Right-of-Way permits must be obtained. A revised landscape plan must be submitted to and approved by the Community Development Department. Community Development Department staff shall have the authority to approve minor modifications to the plans.
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Vicinity Map



Site Photos



Background

The building on site previously operated as an automobile parts retail store. It will continue to operate as such but has changed ownership. The new business model has a need for additional onsite auto parts inventory. Therefore, a commercial addition is proposed to provide space for parts storage. The property underwent a recent Certified Survey Map (CSM) which expanded this parcel to the south. The existing structure is 5,000 square feet. The proposed expansion will create an additional 2,600 square feet. Retail sales is a permitted use within the General Commercial (B-2) District and described below.

Description: One or more establishments providing retail services in a single building with a floor area of 10,000 square feet or less.

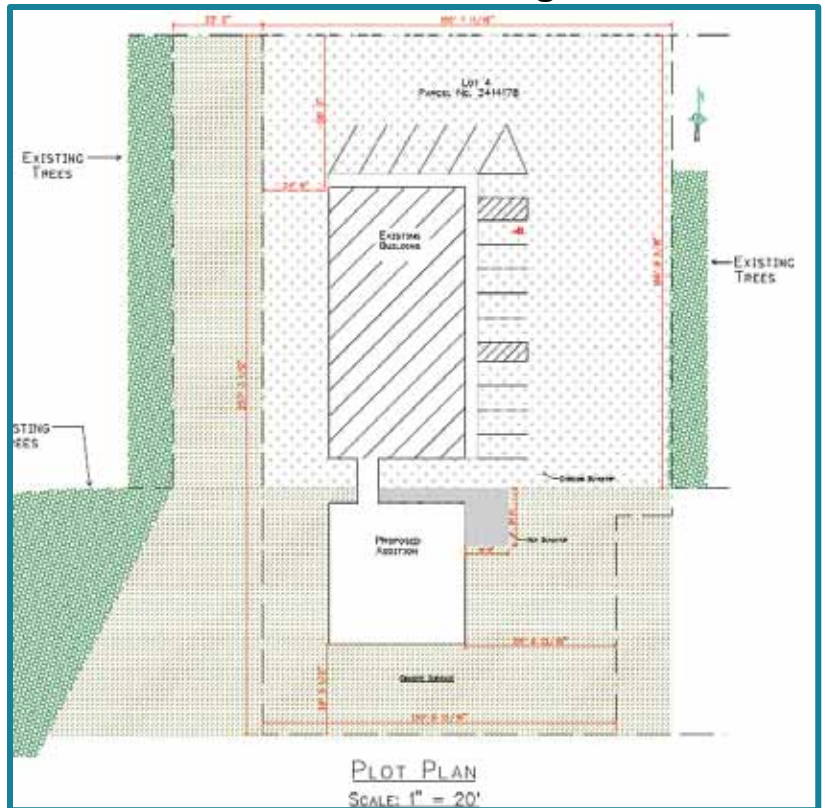
Vehicle Parking: 1 space for each 300 square feet of retail floor area

Supplemental Standards:

(a) Negative use agreements. All retail operations must comply with the prohibition of negative use agreements as set forth in s. 11.06.69.

(b) Licensing. Pawnbrokers, secondhand article dealers, and secondhand jewelry dealers must obtain a license from the city as set forth in Chapter 20 of the municipal code.

The standards of review are analyzed in greater detail below:



Standards of Review

1) Use

Analysis: Retail sales is a permitted use within the General Commercial (B-2) Zoning District. The use currently exists and is proposed to be expanded, with the construction of the proposed building addition.

Findings: Note that a building plan – architectural review (AR), plan of operation (PO), site plan review (SP), and zoning permit (ZP) are required.

2) Dimensional Standards

Analysis: The 2,600 square foot proposed building addition meets setbacks, will create a 21 percent building coverage ratio (maximum 60% allowed), and a 65 percent impervious surface coverage ratio (maximum 80% allowed) on the lot. The building height is 28 feet 6 inches, the maximum permitted height is 35 feet.

Findings: The proposed building addition meets all required dimensional requirements and is well suited in scale to the existing lot and surrounding development.

3) Ingress/Egress

Analysis: There are two points of access along Ruby Avenue. The access to the site will remain unchanged.

Findings: The two points of access provide adequate access to the parking lot. Circulation on site will function much the same as it has historically, with truck traffic driving to the southeast corner of site to the newly hardscaped area for parts delivery. The western most driveway is gravel and should be paved for vehicular use.

4) Parking

Analysis: The amount of space dedicated to retail sales will remain at 5,000 square feet. Therefore 17 parking spaces plus one ADA-approved accessible parking space are required. There are 16 parking spaces and 1 ADA approved accessible parking space proposed on site.

Findings: Although the building is being enlarged, the retail portion (which requires parking) is not. As only parts storage area is being added to the existing floorplan, there is no additional parking required.

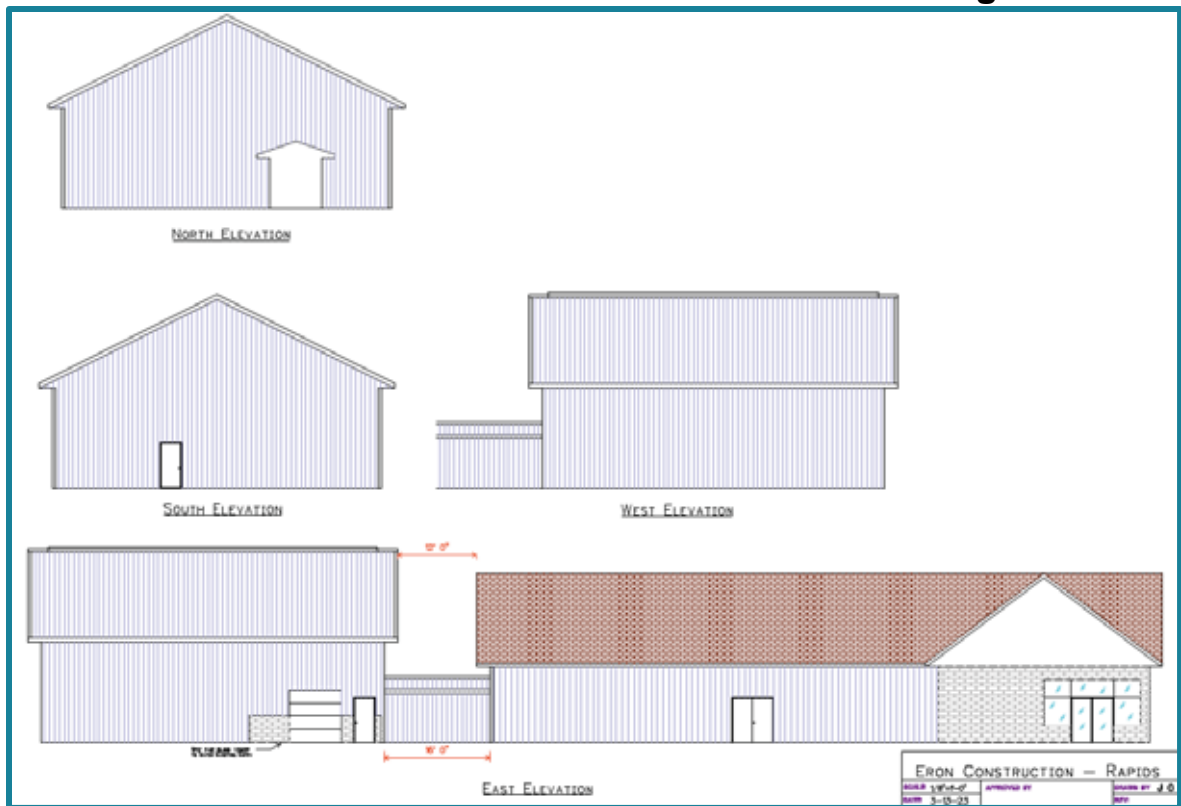
5) Landscaping

Analysis: The proposed building addition requires that foundation landscaping be provided: A minimum of 40 landscape points shall be provided on a prorated basis for every 100 feet of building foundation perimeter. The building addition includes approximately 204 lineal feet of foundation, meaning 82 perimeter landscape points are required. There are no street frontage impacts and therefore no required plantings. An additional 1,155 square feet of paved area is proposed, which does not meet the minimum required for parking lot landscaping.

Findings: The applicant is proposing three medium evergreen trees and two low evergreen trees for a total of 84 points which meet the landscaping points requirement. However, only low trees and shrubs are permitted to meet foundation points and must be planted near the building foundation. Therefore, an updated landscaping plan is required to be submitted.

6) Architectural Review

Analysis: Elevations have been submitted, showing the building façade. The original building street facing sides consist primarily of split-faced block with the rear portion consisting of metal siding. The proposed addition will consist of matching metal siding with split-faced block accents near the pedestrian entrance. Roof materials will match.



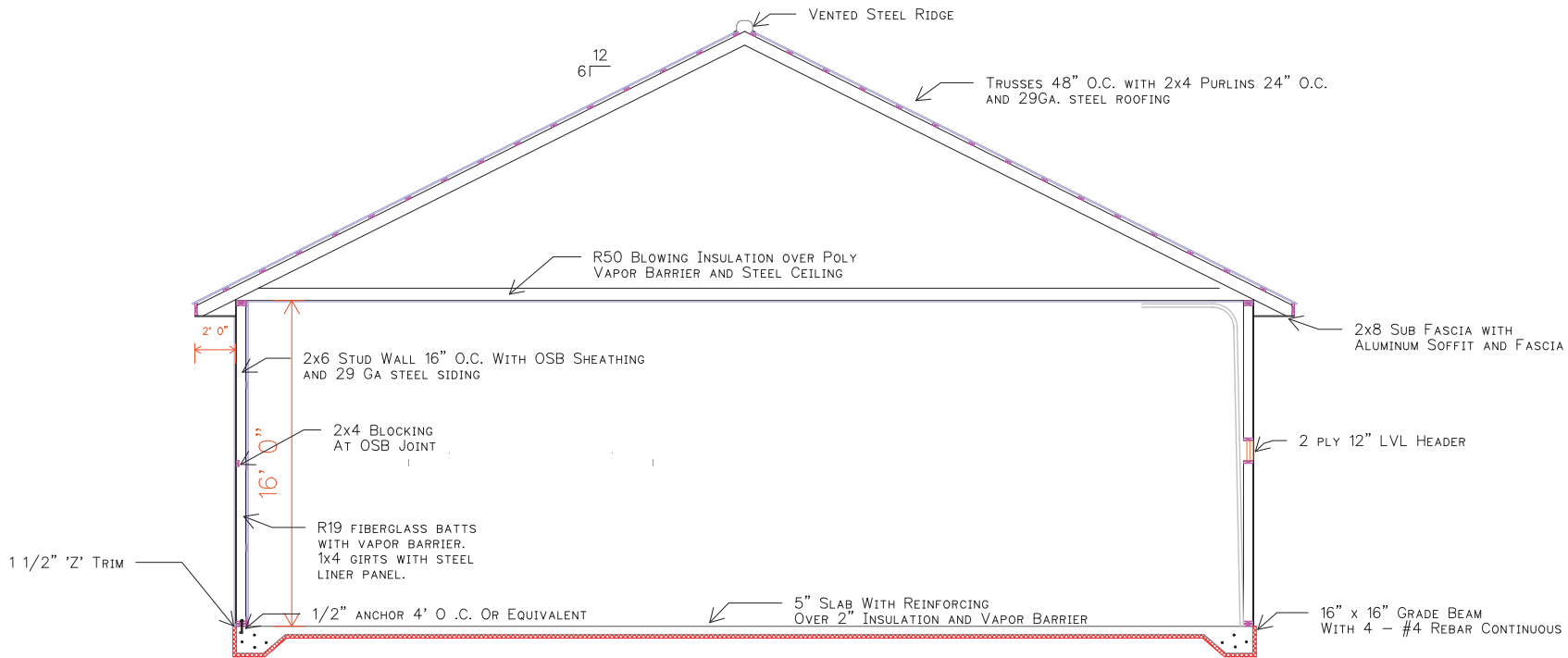
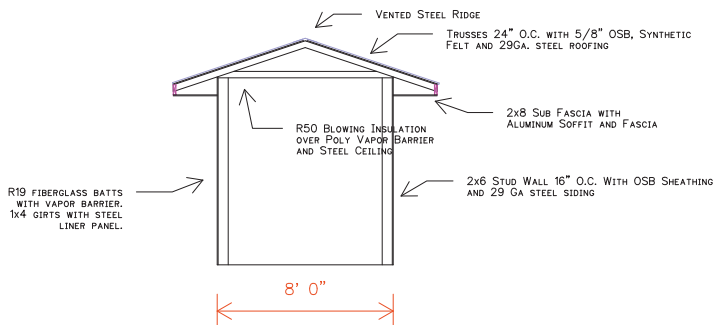
Findings: The proposed building addition is consistent with the principal structure in style and materials. From an architectural standpoint the addition ties in very well to the existing building both in terms of materials and in terms of massing, scale, and design.

7) Lighting & Photometric Plan

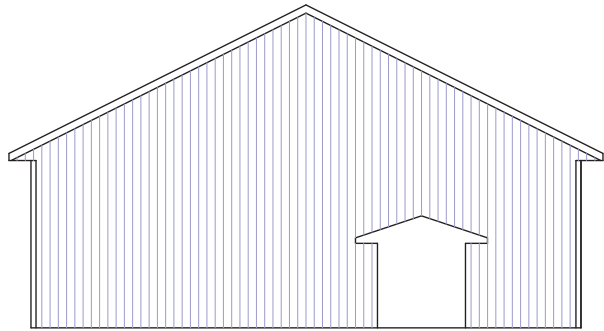
Analysis: Regulations for onsite lighting are related to light trespass (foot-candles) beyond the property line and total lighting levels (lumens). Lighting from the business use should not exceed 0.1 foot-candles at a neighboring residential property line and 0.2 foot-candles at a neighboring commercial or industrial property line. The only lighting proposed is wall mounted near the pedestrian entrance.

Findings: Staff anticipates no outdoor lighting issues from the proposed wall mounted fixtures. A condition has been added requiring that standards outlined in Article 18 – Outdoor Lighting are met.

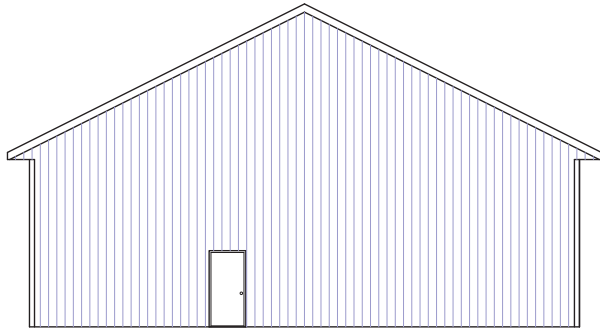
In summary, the proposed building addition is permitted and appropriate for the proposed use and surrounding area. Furthermore, the building addition will match the existing building and will be consistent with other commercial properties in the immediate vicinity and along this area of heavily concentrated automobile-oriented uses and key commercial corridor. Therefore, staff would recommend approval of the site plan and architectural review, subject to the items mentioned above and summarized on page one of the staff report.



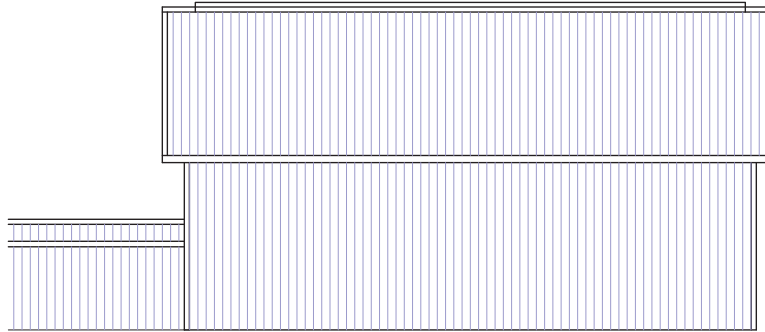
ERON CONSTRUCTION — RAPIDS		
SCALE: 1/4"=1'-0"	APPROVED BY	DRAWN BY J C B
DATE: 3-13-23		REV:
STRATFORD BUILDING SUPPLY INC.		
STRATFORD, WI		
		DRAWING NUMBER



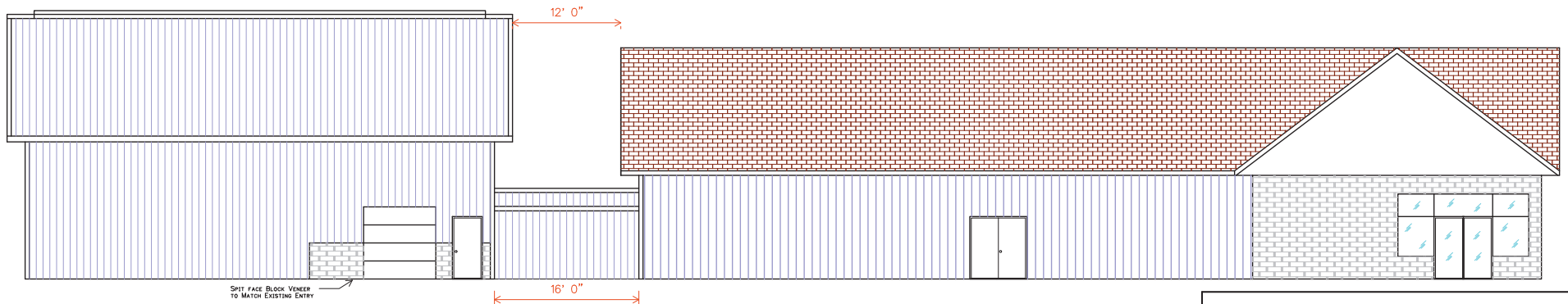
NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION



EAST ELEVATION

ERON CONSTRUCTION — RAPIDS

SCALE: 1/8"=1'-0" APPROVED BY DRAWN BY J C B

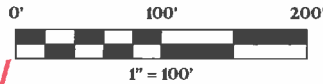
DATE: 3-13-23 REV:

STRATFORD BUILDING SUPPLY, INC
STRATFORD, WI

DRAWING NUMBER

CERTIFIED SURVEY MAP

BEING ALL OF LOT 4 OF CERTIFIED SURVEY MAP NO. 2190
AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4
OF SECTION 29, TOWNSHIP 22 NORTH, RANGE 6 EAST,
CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.



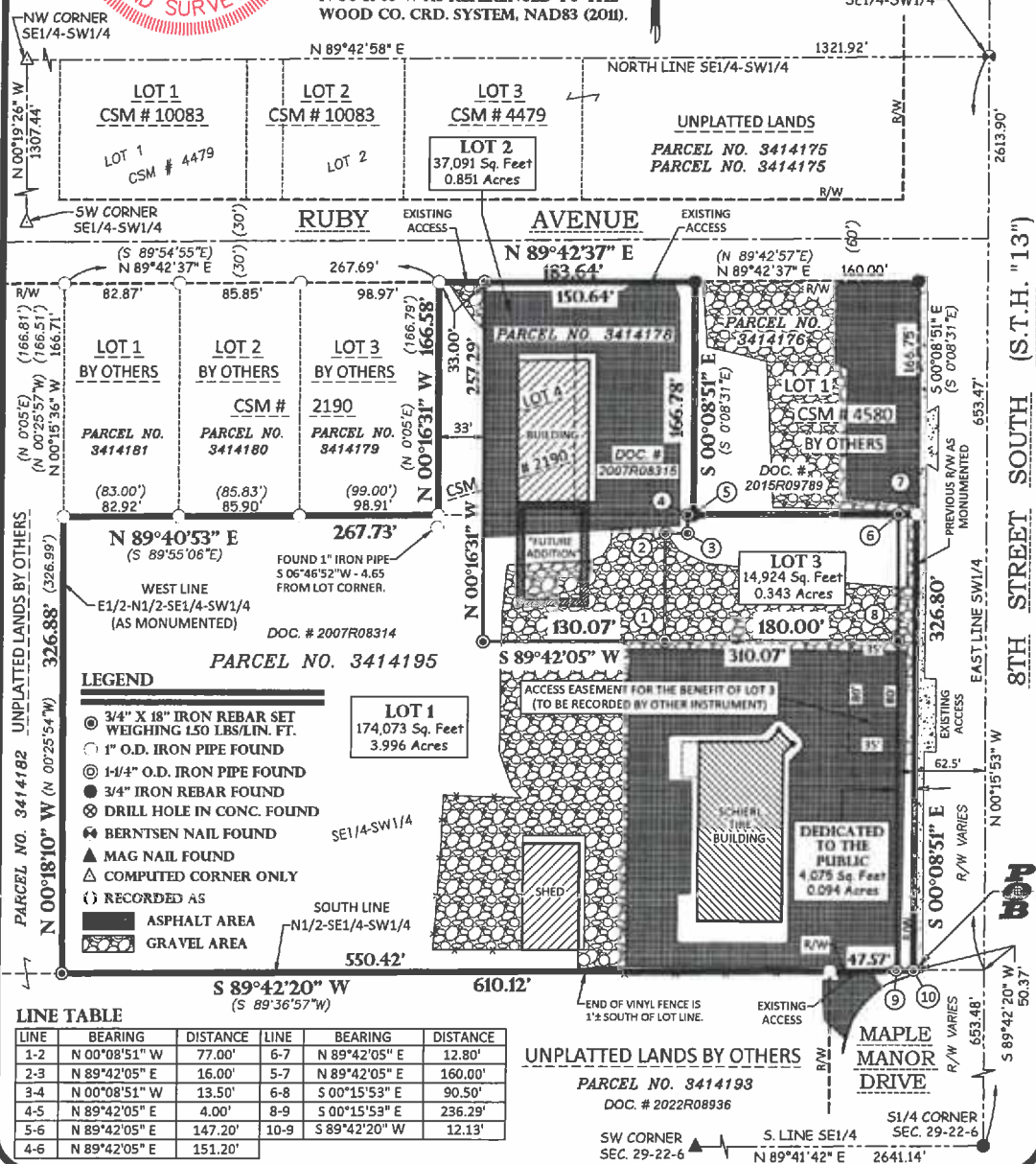
BASIS OF BEARINGS

THE EAST LINE OF THE SW1/4,
SEC. 29, T.22N, R.6E, WHICH BEARS
N 00°15'53"W AS REFERENCED TO THE
WOOD CO. CRD. SYSTEM, NAD83 (2011).

NOTE

**THIS MAP DOES NOT TRANSFER
PROPERTY OWNERSHIP. SALE OR
TRANSFER OF PROPERTY
REQUIRES A RECORDED DEED,
EXCEPTING PUBLIC DEDICATIONS.**

C1/4 CORNER
SEC. 29-22-6



LINE TABLE

LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
1-2	N 00°08'51" W	77.00'	6-7	N 89°42'05" E	12.80'
2-3	N 89°42'05" E	16.00'	5-7	N 89°42'05" E	160.00'
3-4	N 00°08'51" W	13.50'	6-8	S 00°15'53" E	90.50'
4-5	N 89°42'05" E	4.00'	8-9	S 00°15'53" E	236.29'
5-6	N 89°42'05" E	147.20'	10-9	S 89°42'20" W	12.13'
4-6	N 89°42'05" E	151.20'			

UNPLATTED LANDS BY OTHERS

PARCEL NO. 3414193

DOC. # 2022R08936

SW CORNER

S. LINE SE1/4

FIELDWORK COMPLETED: 04-26-2023

DRAWN: JGB CHECKED: JGBFIELD BOOK: 45 PAGE: 24

JOB NO: 23.751

CLIENT

**WISCONSIN RAPIDS 54540
8TH SOUTH WI, LLC
C/O FRITZ SCHIERL
2201 MADISON ST
STEVENS POINT WI 54481**

SHEET 1 OF 3



Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009

4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 (PH) 715.344.9922 (FX)

CERTIFIED SURVEY MAP

**BEING ALL OF LOT 4 OF CERTIFIED SURVEY MAP NO. 2190
AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4
OF SECTION 29, TOWNSHIP 22 NORTH, RANGE 6 EAST,
CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.**

Surveyor's Certificate:

I, Jordan G. Brost, Professional Land Surveyor, hereby certify:
That I have surveyed, divided and mapped all of Lot 4 of Certified Survey Map No. 2190 and a part of the Southeast 1/4 of the Southwest 1/4 of Section 29, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin, described as follows:

Commencing at the South 1/4 corner of Section 29, Township 22 North, Range 6 East:

Thence N 00°15'53"W along the East line of the Southwest 1/4 of said Section 29, 653.48 feet to the Southeast corner of the North 1/2 of the Southeast 1/4 of the Southwest 1/4 of said Section 29;

Thence S 89°42'20"W along the South line of said North 1/2 of the Southeast 1/4 of the Southwest 1/4, 50.37 feet to the intersection of said South line and the West right-of-way line of 8th Street South (S.T.H. "13"), said point also being the point of beginning (POB) of the parcel to be described;

Thence continuing S 89°42'20"W along the South line of said North 1/2 of the Southeast 1/4 of the Southwest 1/4, 610.12 feet;

Thence N 00°18'10"W, 326.88 feet to the Southwest corner of Certified Survey Map No. 2190;

Thence N 89°40'53"E along the South line of Certified Survey Map No. 2190, 267.73 feet to the Southwest corner of Lot 4 of said Certified Survey Map;

Thence N 00°16'31"W along the West line of said Lot 4 of Certified Survey Map No. 2190, 166.58 feet to the Northwest corner thereof, said point being on the South right-of-way line of Ruby Avenue;

Thence N 89°42'37"E along the North line said Lot 4 and the easterly extension thereof and the South right-of-way line of Ruby Avenue, 183.64 feet to the Northwest corner of Lot 1 of Certified Survey Map No. 4580;

Thence S 00°08'51"E along the West line of said Lot 1, 166.78 feet to the Southwest corner thereof;

Thence N 89°42'05"E along the South line of said Lot 1, 160.00 feet to the Southeast corner thereof, said point being on the West right-of-way line of 8th Street South (S.T.H. "13");

Thence S 00°08'51"E along said West right-of-way line, 326.80 feet to the point of beginning.

Containing: 230,163 Square Feet - 5.284 Acres.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Fritz Schierl of Wisconsin Rapids 4540 8th South WI, LLC. That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, Chapter A-E 7 of the Wisconsin Administrative Code, minimum standards for property surveys and the Subdivision Ordinance of the City of Wisconsin Rapids in surveying, dividing and mapping the same.

Dated this _____ day of _____, 2023

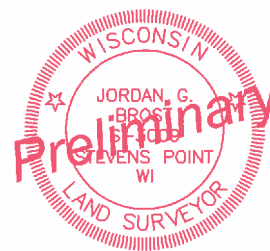
Jordan G. Brost
PLS No. S-3009

**OWNER
PARCEL NO. 3414195**

WISCONSIN RAPIDS 4540
8TH SOUTH WI, LLC
2201 MADISON ST
STEVENS POINT WI 54481

**OWNER
PARCEL NO. 3414178**

WISCONSIN RAPIDS
710 RUDY WI, LLC
2201 MADISON ST
STEVENS POINT WI 54481



Point of Beginning

Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009
4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 (PH) / 715.344.9922 (FX)

FIELDWORK COMPLETED: 04-26-2023

DRAWN: JGB CHECKED: JGB

FIELD BOOK: 45 PAGE: 24

JOB NO: 23.751

CLIENT
WISCONSIN RAPIDS 4540
8TH SOUTH WI, LLC
C/O FRITZ SCHIERL
2201 MADISON ST
STEVENS POINT WI 54481

SHEET 2 OF 3

CERTIFIED SURVEY MAP

BEING ALL OF LOT 4 OF CERTIFIED SURVEY MAP NO. 2190
AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4
OF SECTION 29, TOWNSHIP 22 NORTH, RANGE 6 EAST,
CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

Corporatate Owner's Certificate of Dedication

As owner representative, I hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map. I also certify that this Certified Survey Map is required by s236.34 to be submitted to the following for approval or objections:

- 1) City of Wisconsin Rapids, Wood County

Witness the hand and seal of said owner this _____ day of _____, 2023.

Fritz Schierl, representative of Wisconsin Rapids 4540 8th South WI, LLC

STATE OF _____

COUNTY OF _____

Personally came before me this _____ day of _____, 2023, the above named Fritz Schierl of Wisconsin Rapids 4540 8th South WI LLC, to me known to be the persons who executed the foregoing instrument and hereby acknowledge the same.

_____, Notary Public, _____

My commission expires _____

Common Council Resolution

Be it resolved by the Common Council of the City of Wisconsin Rapids, Wisconsin, that this Certified Survey Map is hereby approved.

Shane E. Blaser, Mayor Date

I, Jennifer Gossick, City Clerk, do hereby certify that the above Resolution was passed by the

Common Council at its regular meeting held on the _____ day of _____, 2023.

Jennifer Gossick, City Clerk Date

City of Wisconsin Rapids Planning Commission Approval

There are no objections to this plat with respect to Chapter 12, Municipal Code, and amendments thereto.

Certified this _____ day of _____, 2023.

City Engineer (Signature)

Print Name

Date

**OWNER
PARCEL NO. 3414178**

WISCONSIN RAPIDS
710 RUDY WI, LLC
2201 MADISON ST
STEVENS POINT WI 54481

**OWNER
PARCEL NO. 3414195**

WISCONSIN RAPIDS 4540
8TH SOUTH WI, LLC
2201 MADISON ST
STEVENS POINT WI 54481



Point of Beginning

Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009
4941 Kischling Court
Stevens Point, WI 54481
715.344.9999 (PH) 715.344.9922 (FX)

FIELDWORK COMPLETED: 04-26-2023

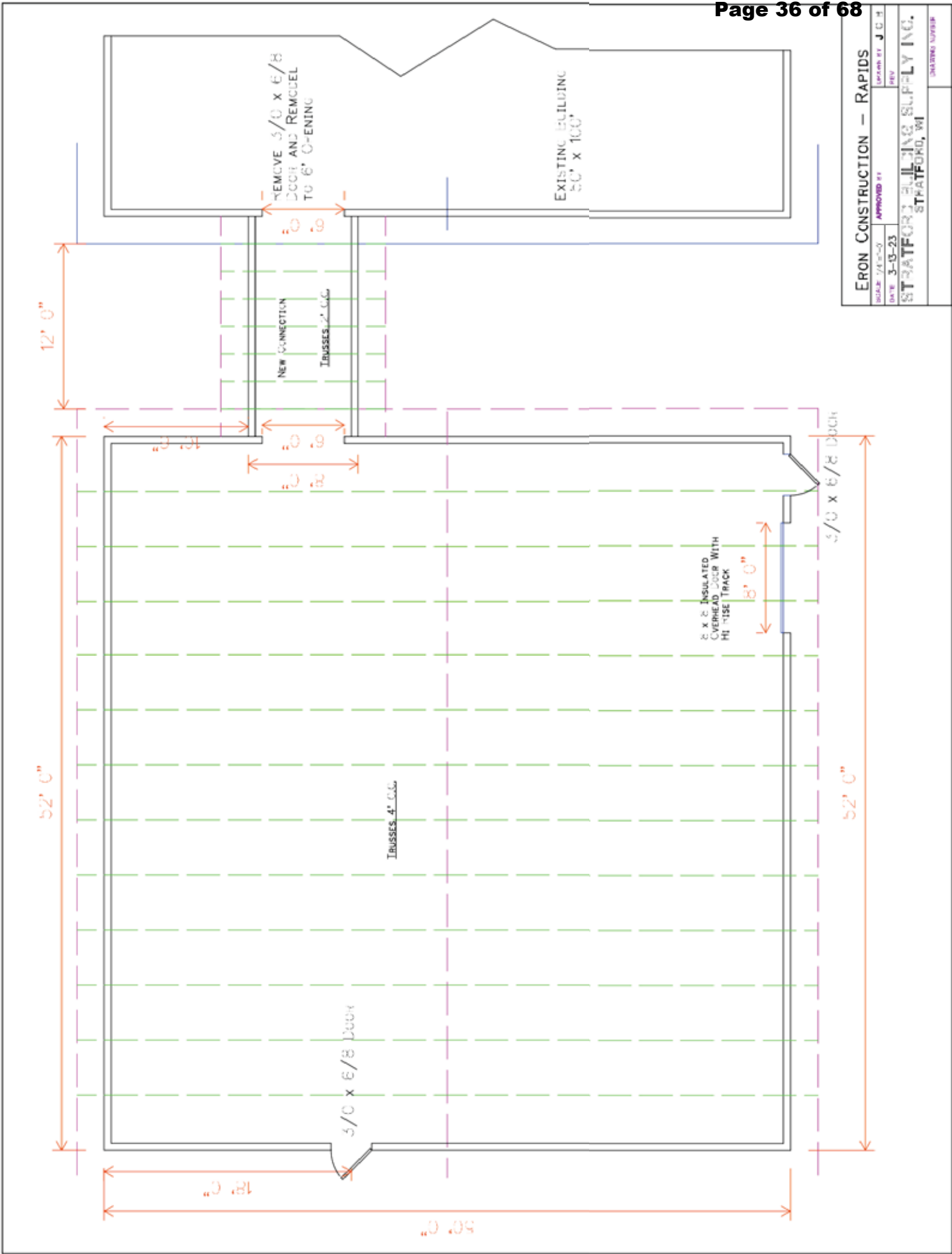
DRAWN: JGB CHECKED: JGB

FIELD BOOK: 45 PAGE: 24

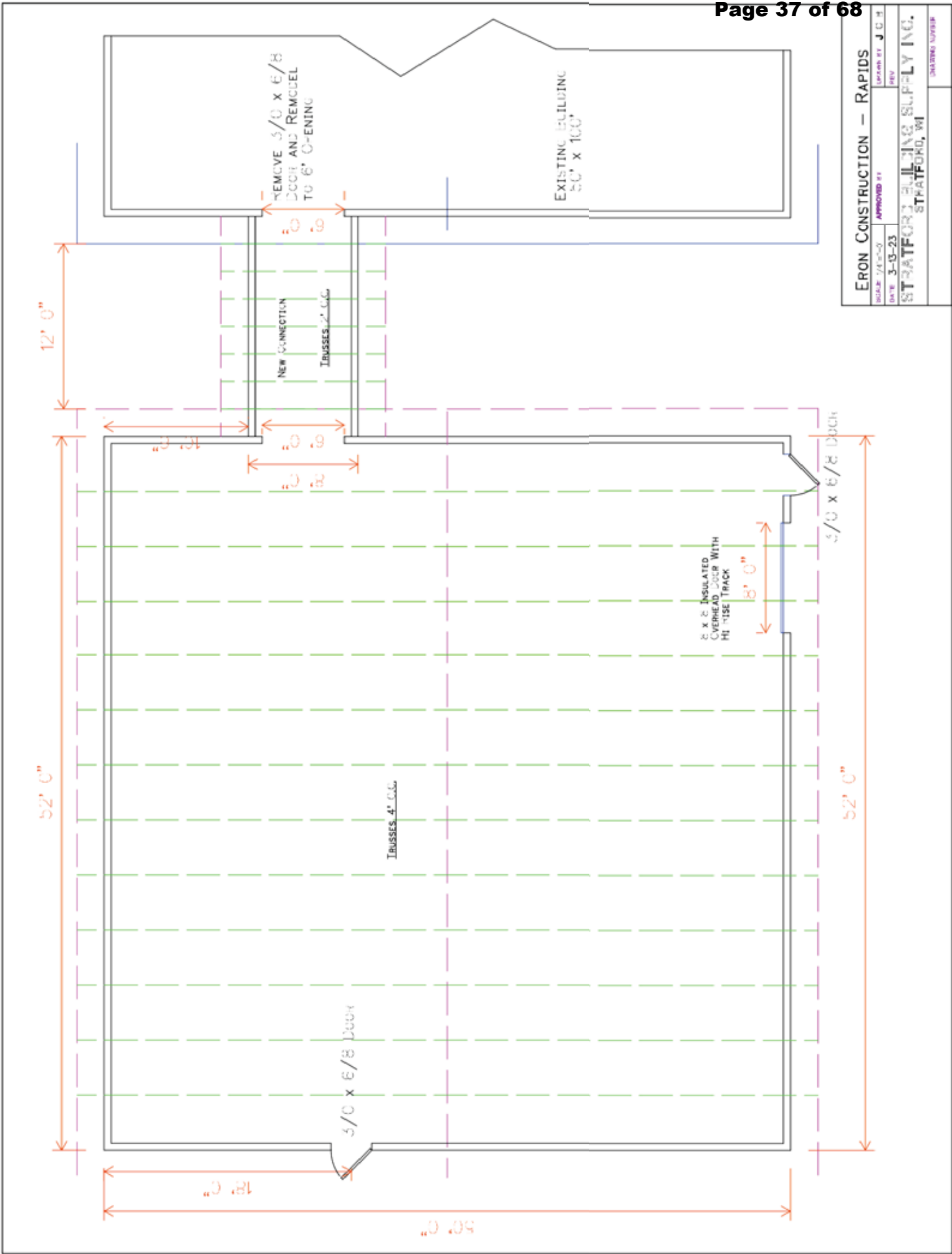
JOB NO: 23.751

CLIENT
WISCONSIN RAPIDS 4540
8TH SOUTH WI, LLC
C/O FRITZ SCHIERL
2201 MADISON ST
STEVENS POINT WI 54481

SHEET 3 OF 3

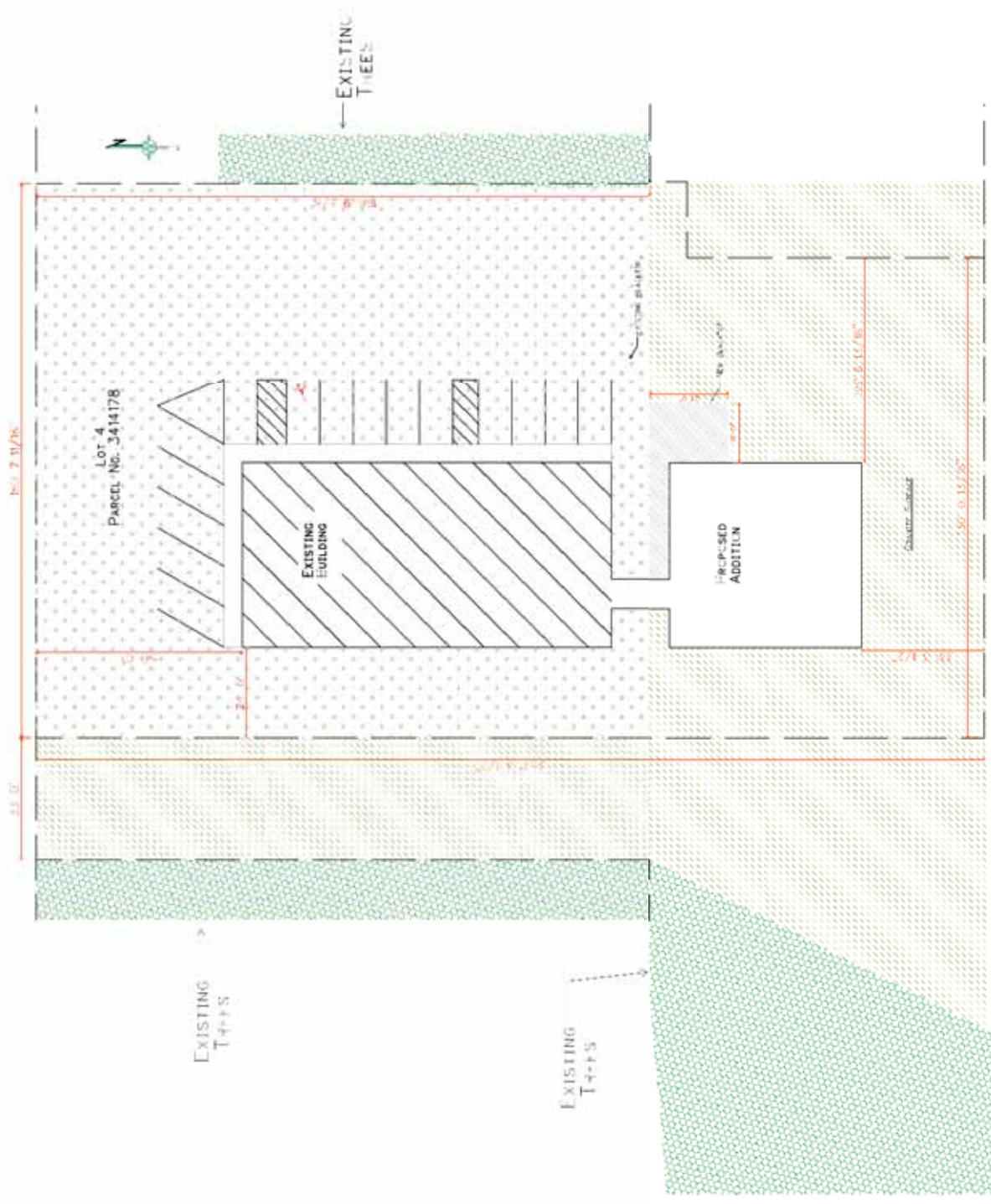


ERON CONSTRUCTION - RAPIDS			
SCALE: 1/4" = 1'-0"	APPROVED BY	UPDATES BY	J C H
DATE: 3-13-23	REV	REV	REV
STRATFORD BUILDING SUPPLY INC.			
STRATFORD, WI			
DRAWING NUMBER			



ERON CONSTRUCTION - RAPIDS			
SCALE: 1/4" = 1'-0"	APPROVED BY:	UPDATES BY:	J C H
DATE: 3-13-23	REV:	REV:	REV:
STRATFORD BUILDING SUPPLY INC.			
STRATFORD, WI			
DRAWING NUMBER:			

L/L LIBBY AVE.



PLOT PLAN
SCALE: 1" = 20'

ERON CONSTRUCTION - RAPIDS			
SCALE: 1"=20'	DATE: 3-9-23	APPROVED BY: JCB	REV: 1
STRATFORD BUILDING SUPPLY, INC.			
STRAITFORD, WI			
DRAWING NUMBER:			

C/L RUBY AVE.

80 pts needed
84 provided

planter 1: to include
arborvitae (1) = 12 pts

planter 2: to include
arborvitae (1) = 12 pts

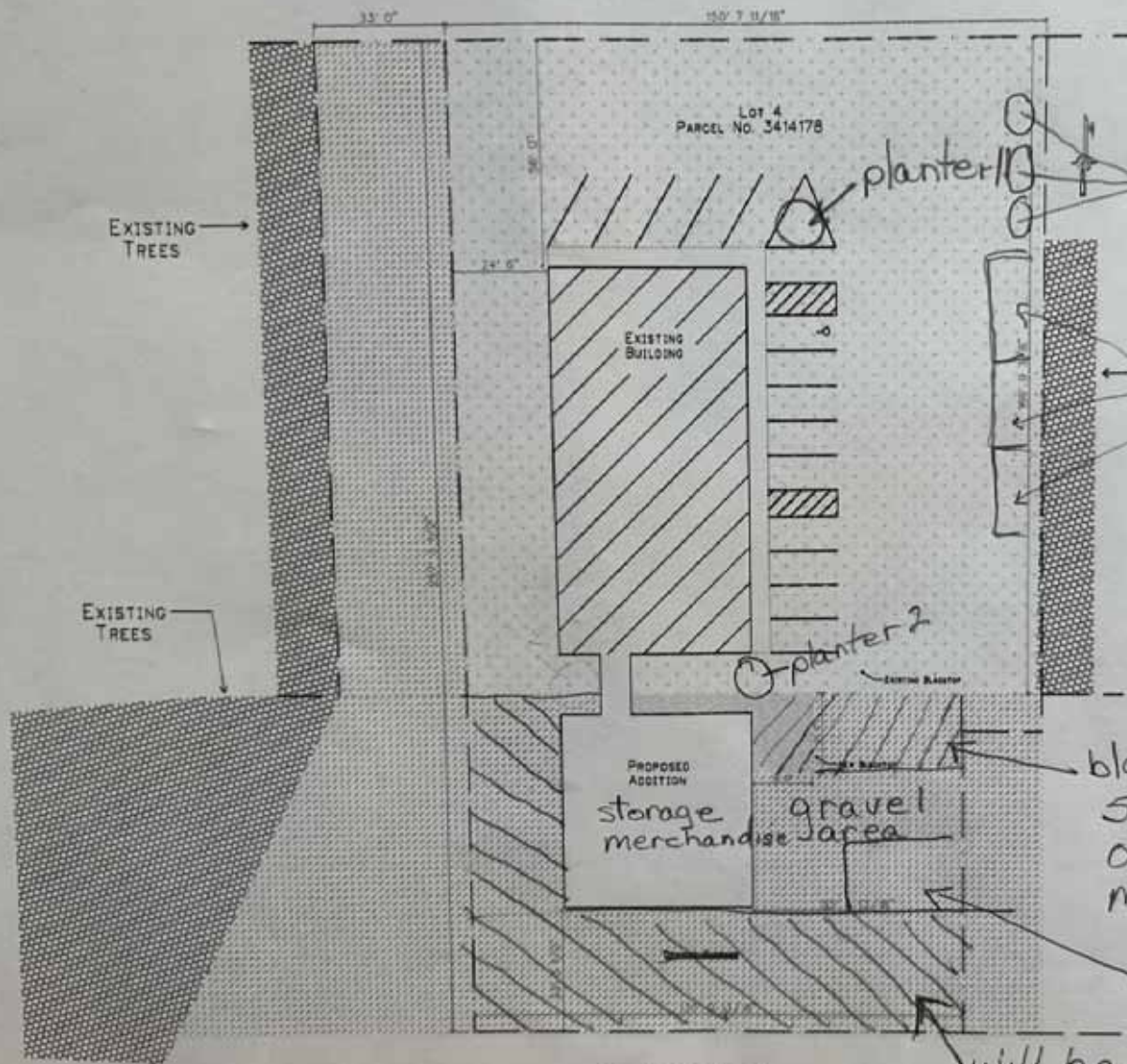
planting 1-3 American
Arborvitae (60)
pts

3 additional parking
spaces

blacktop increase to
55' x 21' to accomodate
over head door of
merchandise unloading

fenced dumpster area
8' x 12' x 8' screened area
(wood dogeared or similar)

will be seeded
(grass)



PLOT PLAN
SCALE: 1" = 20'

ERON CONSTRUCTION - RAPIDS		
SCALE: Noted	APPROVED BY:	DRAWN BY: JCB
DATE: 3-13-23		REV:
STRATFORD BUILDING SUPPLY, INC		
STRATFORD, WI		
		DRAWING NUMBER



Site Plan & Plan of Operation Application

City of Wisconsin Rapids, Wisconsin

Version: January 3, 2019

Community Development Department
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
P: (715) 421-8228 Fax: (715) 421-8291

Overview: The Planning Commission reviews site plans and plans of operation for those land uses specifically requiring such review as listed in the land-use matrix (Appendix A of the zoning code).

Governing regulations: The procedures and standards governing the review of this application are found in Article 5 of the City's zoning code (Chapter 11 of the municipal code).

General instructions: Complete this application and submit one copy to the Community Development Department. Alternatively, you can submit your application online at <https://wisconsinrapids.zoninghub.com/>

Application fee: \$175.00 for new; \$125.00 for amendment of prior approval

Note: Site plan/plan of operation review and architectural review can be combined into one application fee.

Application submittal deadline: Applications must be submitted at least 3 weeks prior to the meeting. Please consult the annual Planning Commission schedule for specific dates.

Mandatory meeting with staff: To ensure that all the required information is provided and that there is a complete understanding of the process, the applicant must meet with City staff to discuss the request and necessary items. Please contact the Community Development Department to schedule an appointment.

Office Use Only

Date Received _____

Received By _____

Fee _____

Case # _____

Aldermanic District _____

Plan Commission Date _____

1. Applicant information

Applicant name Dennis Eron

Street address 1591 Cnty Rd. OS

City, state, zip code Rudolph, WI 54475

Daytime telephone number 715-340-5222

Email eronconstruction@gmail.com

2. **Agent contact information** Include the names of those agents, if any, that helped prepare this application including the supplemental information. Agents may include surveyors, engineers, landscape architects, architects, planners, and attorneys.

Agent 1

Name Lorelei Fuehrer

Company —

Street address 640 Ranger Rd

City, state, zip code Nekoosa, WI 54457

Daytime telephone number 715-459-8650

Email loreleif1@hotmail.com

Agent 2

3. Type of application (check all that apply)

☒ Site plan Complete Part A, B and D

☐ Plan of operation Complete Part A, C and D

☒ New project (addition)

☐ Amendment of prior approval (if any)

If an amendment, the date of last approval (if any): _____

Part A. About the Property

4. Subject property information

Physical address 710 Ruby Ave., Wise Rapids, WI 54498
Parcel number(s) 341 4178

Note: The parcel number can be found on the tax bill for the property or it may be obtained from the Community Development Department.

Is the subject property currently in violation of the City's zoning ordinance as determined by the City's zoning administrator?

- ☒ No
☐ Yes

If yes, please explain.

Comment: Pursuant to Section 11.04.10 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, special charges, or other required payments that are specifically related to the subject property?

- ☒ No
☐ Yes

If yes, please explain.

Comment: Pursuant to Section 11.04.11 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land where taxes, special assessments, special charges, or other required payments are delinquent and unpaid.

5. Zoning information (refer to <https://wisconsinrapids.zoninghub.com/zoningmap.aspx>)

The subject property is located in the following base zoning district(s). (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> RR Rural Residential | <input type="checkbox"/> R-8 Manufactured Home Park | <input type="checkbox"/> M-1 General Industrial |
| <input type="checkbox"/> R-1 Single-family Residential | <input type="checkbox"/> B-1 Downtown Commercial | <input type="checkbox"/> M-2 Heavy Industrial |
| <input type="checkbox"/> R-2 Mixed Residential | <input checked="" type="checkbox"/> B-2 General Commercial | <input type="checkbox"/> I-1 Institutional |
| <input type="checkbox"/> R-3 Multi-family Medium Density Residential | <input type="checkbox"/> B-3 Neighborhood Commercial | <input type="checkbox"/> P-1 Park and Recreation |
| <input type="checkbox"/> R-4 Multi-family High Density Residential | <input type="checkbox"/> B-5 Mixed Use Commercial | <input type="checkbox"/> C-1 Conservancy |

The subject property is also located in the following overlay zoning district(s). (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Planned Development (PDD) | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Floodplain |
| <input type="checkbox"/> Downtown Design | <input type="checkbox"/> Shoreland-Wetland | <input type="checkbox"/> Wellhead Protection |

Part B. Site Plan (See the standards and requirements in Division 6 of Article 6.)

6. Building type. Which of the following building types best describes the building?

- | | | |
|--|--|--|
| <input type="checkbox"/> Townhouse | <input checked="" type="checkbox"/> Commercial | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Multi-family | <input type="checkbox"/> Work/live | <input type="checkbox"/> Parking structure |
| <input type="checkbox"/> Institutional | | |

Please refer to Appendix D for any design requirements that may apply.

7. Encroachments.

Aside from driveways connecting to the street, will any part of the proposed project encroach into a public right-of-way?

- ☒ No
☐ Yes

If yes, please explain.

8. Site parameters (area in square feet or acres)

Subject property

Building coverage

Outdoor storage

Stormwater facilities

Impervious surfaces

Landscaping and other undeveloped areas

Wetlands

100-year floodplain

existing proposed addition
41,540 (? - new CSM)
5000 sqft + 2600 sqft
0 + 0
2
24,282 - + 378 sqft
(18631)
Attach appropriate documentation if there are any wetlands.

Impervious surfaces include buildings, parking areas and driveways, sidewalks, decks, patios, and other types of 'hard' surfaces.

9. Street access

Name	New Access	Change to Existing Access	No Change to Existing Access
Ruby Ave	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Traffic generation

Will the proposed project create 500 trips per day or more?

- ☐ No
☐ Yes Attach a traffic impact report to this application. See s. 11.06.151 of the zoning code for additional details.

Will the proposed project create 300 trips per day or more, but less than 500?

- ☐ No
☐ Yes The city may require a traffic impact report as described in s. 11.06.151 of the zoning code. Please contact the Community Development Department for further guidance.

11. Parking (See the standards and requirements in Article 17 of the zoning code.)

Minimum number of required spaces

Proposed number of spaces

ADA van accessible spaces

existing 17
0
2
This is existing retail space - the addition is for merchandise stock storage - no retail
See Appendix B of the zoning code for parking requirements for the proposed land use(s).
If the number of proposed spaces exceeds what is required by more than 15 percent, the Planning Commission may grant a special exception to allow oversized parking areas. (See s. 11.17.03(r) of the zoning code.)
was automotive retail
new use automotive retail w/stock storage

Site Plan & Plan of Operation Application
City of Wisconsin Rapids, Wisconsin
Page 4

	<u>0</u>	
Other ADA accessible spaces	<u>0</u>	
Number of electric charging stations (if any)	<u>0</u>	Charging stations are not required, but are recommended.
Bicycle parking spaces	<u>0</u>	Bike parking is not required, but is recommended. (See s. 11.17.06 of the zoning code.)
Number of spaces in front of the building	<u>5</u>	The number of spaces in front of the building may be limited depending on the zoning district. (See Appendix C of the zoning code.)
Number of spaces on the side(s) of the building	<u>10</u>	
Number of spaces to the rear of the building	<u>0</u>	

12. Outdoor lighting (See the standards and requirements in Article 18 of the zoning code.)

existing!

	Number of Fixtures	Lumens
Building 1		
Building 2		
Building 3		
Parking lot 1		
Parking lot 2		
Parking lot 3		
Other		
Other		
Total		

Maximum lighting levels at each property boundary line (in footcandles):

Attach a photometric plan to this application along with manufacturer's cut sheets for the different kinds of light fixtures.

Height of parking lot lights above grade (if any):

13. Fencing. Will the proposed project include fencing?

☒ No

☐ Yes (See Article 15 of the zoning code for the standards and requirements that apply.)

If yes, please describe and/or attach a fencing plan.

14. Stormwater. Describe how stormwater generated on the site will be handled.

15. Site plan. Attach a site plan drawn to scale with the following information to the extent it applies to the proposed project. The items with an asterisk are required. Check those elements that are included.

Background Project Information	Buildings and Outdoor Storage/Activity Areas	Transportation Facilities (existing and proposed)
<input checked="" type="checkbox"/> Project name*	<input type="checkbox"/> Existing and proposed	<input type="checkbox"/> Streets
<input checked="" type="checkbox"/> Applicant name*	<input type="checkbox"/> Existing within 50 feet of subject property	<input type="checkbox"/> Driveways and road access onto public and private roads
<input checked="" type="checkbox"/> Preparation date/revision*	Required Setbacks	<input type="checkbox"/> Sidewalks and trails
<input checked="" type="checkbox"/> Name of preparer*	<input type="checkbox"/> Yard setbacks (front, side, rear and shore)	<input type="checkbox"/> Fire lanes (i.e., fire apparatus access)
	<input type="checkbox"/> On-site septic systems	<input type="checkbox"/> Clear visibility triangles (location and dimensions)
Survey Information	<input type="checkbox"/> On-site wells and off-site wells within 10 feet of the perimeter of the subject property	On-Site Parking (existing and proposed)
<input checked="" type="checkbox"/> North arrow and graphic scale*	Landscaping Features (existing and proposed)	<input type="checkbox"/> Access aisles and parking spaces by size
<input checked="" type="checkbox"/> Address of subject property or legal description*	<input type="checkbox"/> Fences, buffers, and berms	<input type="checkbox"/> Location of accessible parking spaces
<input checked="" type="checkbox"/> Property boundaries *	<input type="checkbox"/> Pervious and impervious surfaces by type	<input type="checkbox"/> Location and specifications/dimensions for accessibility ramps
<input checked="" type="checkbox"/> Acreage of subject property*	<input type="checkbox"/> Site amenities (benches, fountains, etc.)	<input type="checkbox"/> Type and location of on-site parking signs and traffic control signs
Project Development Information	<input type="checkbox"/> Existing trees and other prominent vegetation	<input type="checkbox"/> Surface materials for parking lot (e.g., concrete, bituminous concrete, pavers)
<input type="checkbox"/> Land use summary table by density/intensity and acreage*	<input type="checkbox"/> Trees / shrubs to be planted, including a plant list and specs.	<input type="checkbox"/> Snow storage areas
<input type="checkbox"/> Easements/rights-of-ways (location, width, purpose, ownership)	Trees / shrubs to be retained	<input type="checkbox"/> Areas designated for queuing of vehicles for drive-through facilities (e.g., car washes, drive-up service windows, etc.)
<input type="checkbox"/> Common areas/conservancy areas (location, purpose, ownership)	Outdoor Lighting (existing and proposed)	<input type="checkbox"/> Pedestrian walks between the parking lot and the building
<input type="checkbox"/> Land to be dedicated to the public (boundaries, area, purpose)	<input type="checkbox"/> Location	<input type="checkbox"/> Designated areas of a parking area for pedestrian walks
Setting	<input type="checkbox"/> Fixture specifications	<input type="checkbox"/> Loading lanes and loading docks
<input type="checkbox"/> Property boundaries within 50 feet of the subject property	Stormwater Facilities (existing and proposed)	<input type="checkbox"/> Stormwater drainage
<input type="checkbox"/> Land uses within 50 feet of the subject property	<input type="checkbox"/> Location	<input type="checkbox"/> Distance between parking areas and adjoining properties if less than 20 feet
<input type="checkbox"/> Zoning district boundaries within 50 feet of the subject property	<input type="checkbox"/> Specifications for each facility	<input type="checkbox"/> Areas designated for bicycle parking
<input type="checkbox"/> Municipal boundaries within 50 feet of the subject property		
Site Features (existing and proposed)	Utilities (existing and proposed)	Signs (existing and proposed)
<input type="checkbox"/> Ground contours when slopes exceed 8 percent	<input type="checkbox"/> Location	<input type="checkbox"/> Location
<input type="checkbox"/> Wetlands	<input type="checkbox"/> Type (sewer, telephone, etc.) (buried or overhead, if applicable)	<input type="checkbox"/> Specifications for each sign including type, height, dimensions, lighting, and other factors considered during the review process
<input type="checkbox"/> Woodlands	<input type="checkbox"/> Size/capacity, if applicable	
<input type="checkbox"/> Wildlife habitat, including critical wildlife habitat		
<input type="checkbox"/> Environmentally sensitive features		
<input type="checkbox"/> Water resources (rivers, ponds, etc.) and ordinary high-water mark for navigable waters		
<input type="checkbox"/> Floodplain boundaries and elevations of the same		

Part C. Plan of Operation

16. Operating conditions

Hours of operation:		
Estimated number of full-time employees		
Estimated number of part-time employees		
Maximum number of employees onsite at peak hours		
Will the proposed business operation create any noise outside of the building?		Refer to s. 11.06.147 of the zoning code.
Will the proposed business operation create any emissions (e.g., fumes, smoke, steam, vapor, dust,) to the atmosphere?		Refer to s. 11.06.148 of the zoning code.
Will the proposed business operation create any vibrations outside of the building?		Refer to s. 11.06.149 of the zoning code.
Will the proposed business operation involve any explosives or other flammable materials?		Refer to s. 11.06.150 of the zoning code.
Will the proposed business operation involve any radioactive materials?		
Will the proposed business operation create special needs for wastewater disposal?		
Will the proposed business operation require unusually high levels of public water?		

17. Licensing. What kind of federal, state, county or city licensees will be required to operate the proposed business?

Part D. Other

18. Attachments List any attachments included with your application.

19. Other information You may provide any other information you feel is relevant to the review of your application.

20. Mandatory meeting with staff

When did you meet with the Community Development Director? _____ Month/year

21. Applicant certification

- I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes City officials and employees, and other designated agents, including those retained by the City, to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner:

Lorelei Fuehrer
Name – print

Lorelei Fuehrer
Name – Signature

10-17-23
Date

Name – print

Name – Signature

Date



Page 47 of 68
Community Development
Department

444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Ph: (715) 421-8228 • Fax: (715) 421-8291

Commercial Project Permit Application

For Office Use Only

Date:	Total Project Cost/Square Footage:	Total Permit Fee:	Parent Permit #:
-------	------------------------------------	-------------------	------------------

PROPERTY INFORMATION

Site Address: 710 Ruby Ave	Parcel #: 3414178	
Owner Name: NAPA	Owner Address, City, State, and Zip:	
Owner Phone Number:	Owner Fax Number:	Owner Email Address:

BUILDING:

PERMIT #

Contractor: ERON CONSTRUCTION	Address, City, State, and Zip: 1591 CNTY RD OS		
Phone Number: 715-340-5222	DC and DCQ State certification ID#s w/exp. dates: 070400154/100700676	Email Address: eronconstruction@gmail.com	
Description of Work: stock storage addition			
Cost (Labor & Materials): 150,000.00	Square Footage (If New Construction): 3176 sq ft	Permit Fee:	Date Paid:

ELECTRICAL:

PERMIT #

Contractor: RW Electric	Address, City, State, and Zip: 1821 Seapine Ct. Junction City, WI 54443		
Phone Number: 715-341-1601	State Contractor Reg. ID# and Master Electrician license ID# w/exp. dates: 13 00191/465720	Email Address:	
Description of Work:			
Cost (Labor & Materials):	Square Footage (If New Construction):	Permit Fee:	Date Paid:

PLUMBING:

PERMIT #

Contractor:	Address, City, State, and Zip:		
Phone Number:	State Master Plumbing ID# w/exp. date:	Email Address:	
Description of Work:	Meter type: Drinking water <input type="checkbox"/> Irrigation <input type="checkbox"/>	Size	
Cost (Labor & Materials):	Square Footage (If New Construction):	Permit Fee:	Date Paid:

HVAC:

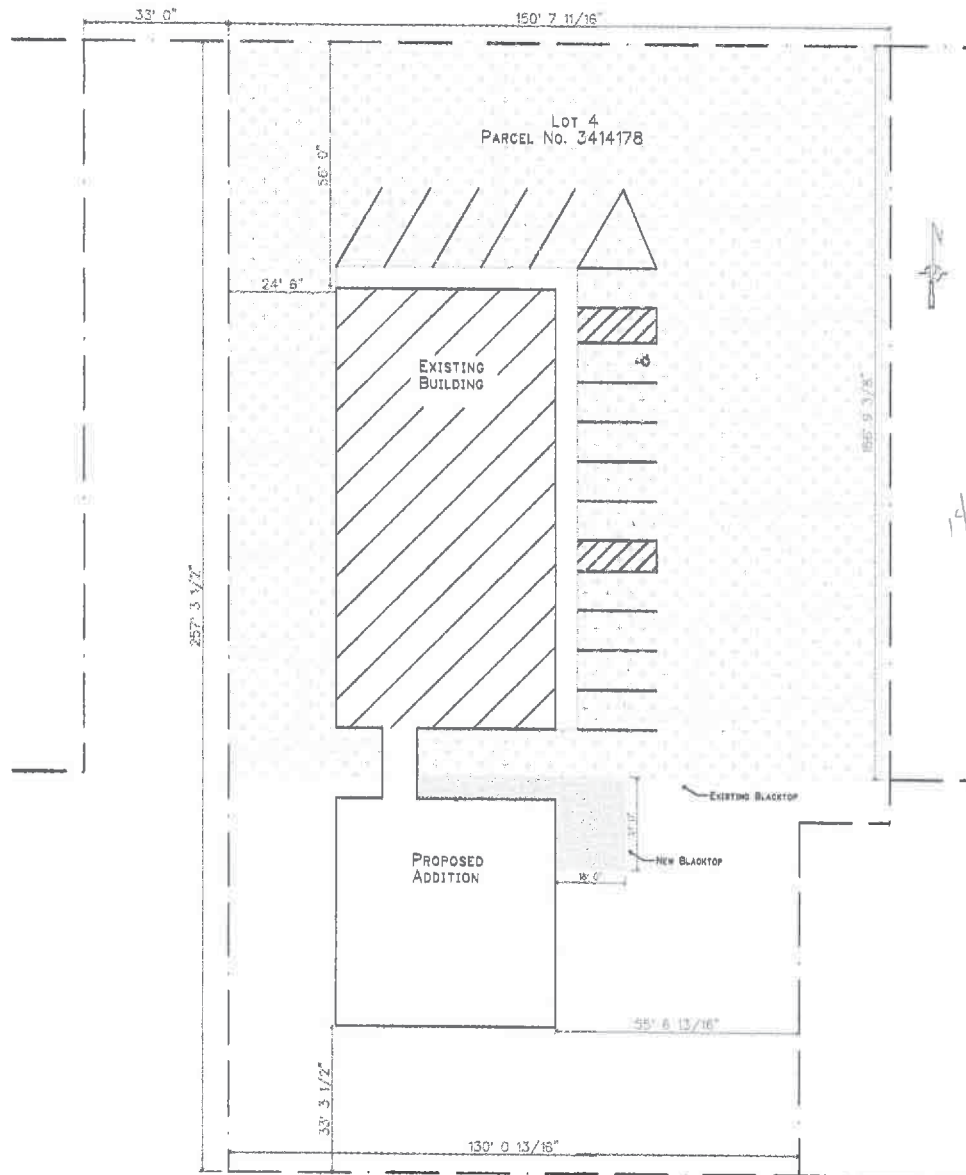
PERMIT #

Contractor: Point Htg/Sheet Mt	Address, City, State, and Zip: 2730 Wise Ave Plover		
Phone Number: 715 254 8510	State Contractor's Certification ID# w/exp. date: 5052	Email Address:	
Description of Work:			
Cost (Labor & Materials):	Square Footage (If New Construction): 3176	Permit Fee:	Date Paid:

I certify that I have read this application and state that the above information is correct and that I am the owner or the duly authorized agent of the owner. I understand that I am subject to all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done. I understand that I shall contact the inspector(s) at the appropriate times throughout the project for the required inspection(s). If I shall fail to contact the inspector(s) for the required inspection(s), or if reinspections are required, I agree to pay the appropriate penalty fees and/or reinspection fees.

Applicant (Sign): _____ Print: _____ Date: _____

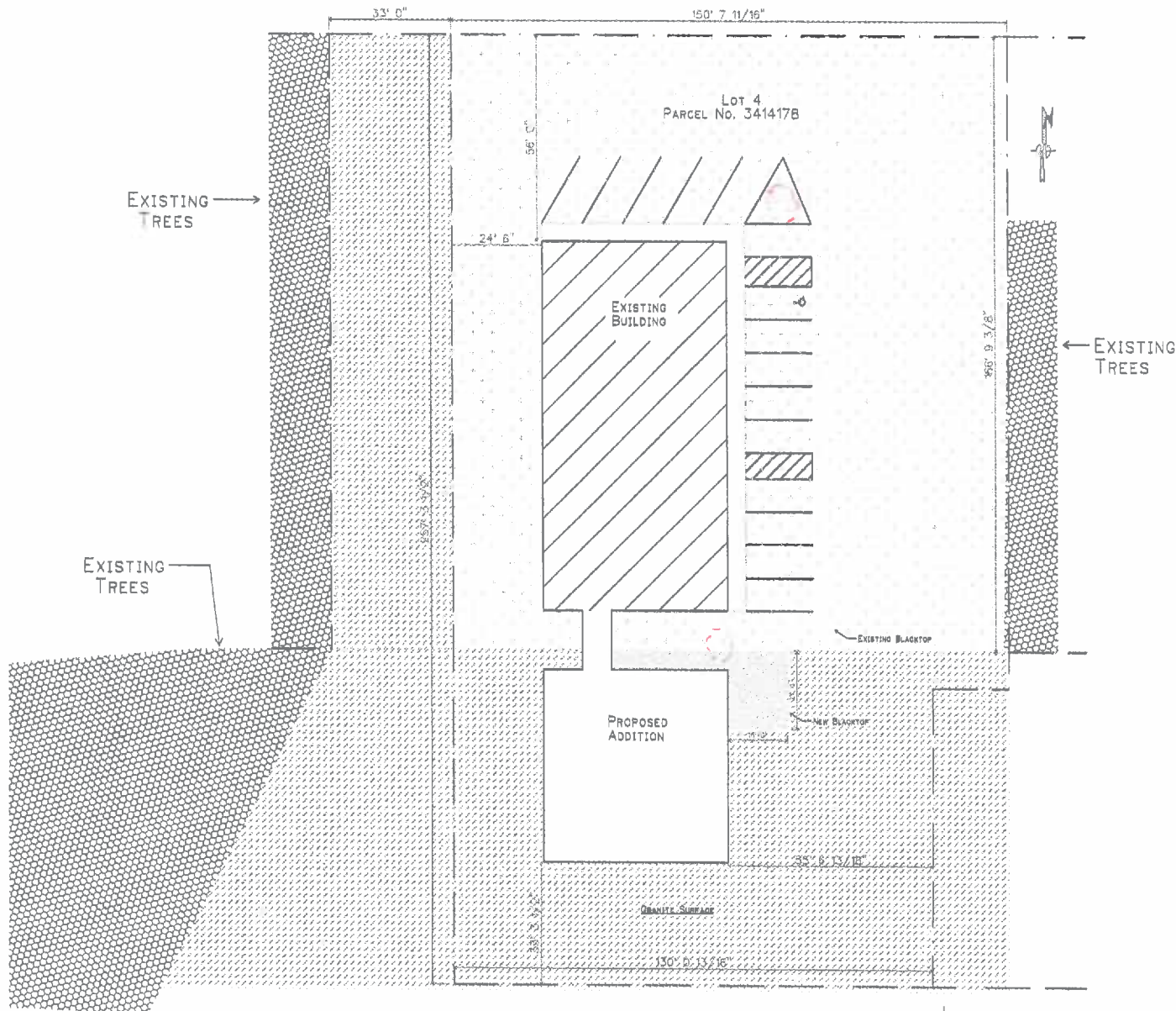
C/L RUBY AVE.



PLOT PLAN
SCALE: 1" = 20'

ERON CONSTRUCTION - RAPIDS		
SCALE: Noted	APPROVED BY	DRAWN BY J C B
DATE: 3-13-23		REV:
STRATFORD BUILDING SUPPLY, INC STRATFORD, WI		
		DRAWING NUMBER

C/L RUBY AVE.



Boxed planters

NAPA
stock storage
addition
710 Ruby Ave.
parcel 3414178
.70 + CSM ?

PLOT PLAN - site plan
SCALE: 1" = 20'

ERON CONSTRUCTION - RAPIDS			
SCALE: Noted	APPROVED BY	DRAWN BY JCB	
DATE: 3-13-23	REV:	REV:	
STRATFORD BUILDING SUPPLY, INC STRATFORD, WI			
			DRAWING NUMBER

Administrative Staff Report

Metcalf Lumber

Site Plan & Architectural Review

750 West Grand Avenue

October 30, 2023



<p>Applicant(s):</p> <ul style="list-style-type: none"> • Metcalf Lumber <p>Staff:</p> <ul style="list-style-type: none"> • Carrie Edmondson, Associate Planner • Kyle Kearns, Community Development Director <p>Parcel Number(s):</p> <ul style="list-style-type: none"> • 3401910 <p>Lot Information:</p> <ul style="list-style-type: none"> • Effective Frontage: 105 feet • Effective Depth: 475 feet • Square Feet: 77,613 • Acreage: 1,782 Acres <p>Zone(s):</p> <ul style="list-style-type: none"> • General Commercial (B-2) District <p>Council District:</p> <ul style="list-style-type: none"> • District 1 - Austin <p>Master Plan:</p> <ul style="list-style-type: none"> • Commercial <p>Current Use:</p> <ul style="list-style-type: none"> • Commercial <p>Applicable Regulations:</p> <ul style="list-style-type: none"> • Chapter 11 - Zoning 	<p>Request</p> <p>23-001023; Metcalf Lumber – request for a Site Plan and Architectural Review to construct an accessory building at 750 West Grand Avenue (Parcel ID 3401910)</p> <p>Attachment(s)</p> <ol style="list-style-type: none"> 1. Application 2. Site Plan 3. Building Renderings <p>Findings of Fact</p> <ol style="list-style-type: none"> 1. The applicant is requesting to construct an accessory building north of the primary building. 2. The new structure is 1,458 square feet, and 22 feet high. 3. The property is zoned General Commercial (B-2) District. 4. Retail sales of 10,000 square feet or less, is a permitted use in the General Commercial (B-2) District. 5. A building plan – architectural review (AR), plan of operation (PO), site plan (SP), and zoning permit (ZP) are required. <p>Staff Recommendation</p> <p>Approve the request from the applicant for Site Plan and Architectural Review to construct a building at 750 West Grand Avenue (Parcel ID 3401910), subject to the following condition(s):</p> <ol style="list-style-type: none"> 1. The exterior materials of the building shall match the design and color of the principal building. 2. Applicable permits through the City shall be obtained. 3. Community Development Department staff shall have the authority to approve minor modifications to the plans.
---	--

Vicinity Map



Site Photos



Background

Metcalf Lumber is a foundational business within the City that has been in existence for over 100 years. This Site Plan and Architectural Review application is to construct an accessory structure north of the principal building at 750 West Grand Avenue. The accessory structure is proposed to accommodate the needs of the existing business which include lumber and material storage. The accessory building is proposed to be 18 feet by 81 feet for a total of 1,458 square feet in size, with only three walls will be enclosed.

Chapter 11 – Zoning defines an accessory building, nonresidential as follows:

***Description:** A building intended to house motor vehicles, yard equipment, and/or items building, related to the principal use of the premises. A detached building customarily found with a non-residential use as an accessory use. The term includes detached garages, storage sheds, and the like.*

***Vehicle Parking:** On-site parking is not required*

Supplemental Standards:

***(a) Number and floor area.** The number of nonresidential accessory buildings and the floor area must comply with standards set forth in Appendix C.*

***(b) Exterior materials.** Exterior materials for a nonresidential accessory building with a floor area of more than 192 square feet shall be the same as, substantially the same as, or complement those materials used on the principal building.*

***(c) Prohibition on specific materials.** Soft-sided structures and canopies are specifically prohibited.*

***(d) Rooflines.** The roof lines of a nonresidential accessory building with a floor area of more than 192 square feet shall match the roof lines of the principal building to the greatest practical extent.*

Standards of review are outlined in greater detail below.

Standards of Review

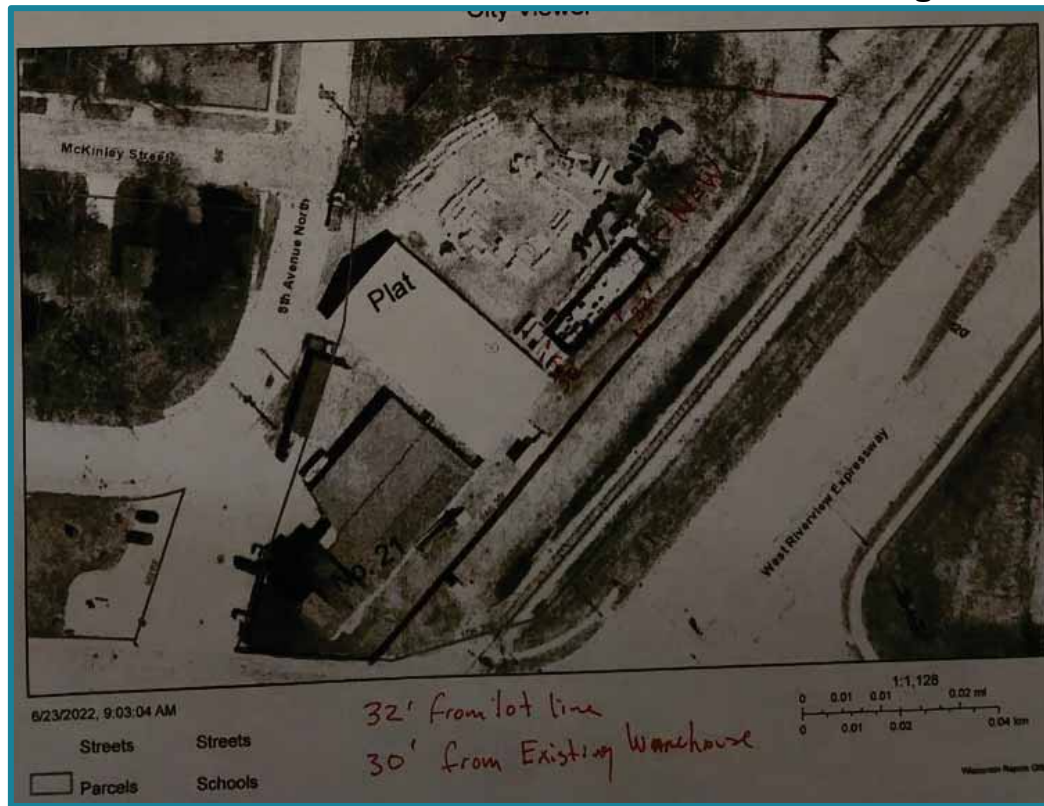
1) Use

Analysis: Retail sales of 10,000 square feet or less is a permitted use in the General Commercial (B-2) District. The use currently exists, and the accessory structure is proposed to store lumber and materials required for business operation.

Findings: Note that a building plan – architectural review (AR), site plan review (SP), and zoning permit (ZP) are required.

2) Dimensional Standards

Analysis: Setbacks in the General Commercial (B-2) District for accessory structure are minimum 25 feet front yard and 10 feet side and rear yard. The proposed accessory building meets setback requirements. It is also located an appropriate distance behind the front face of the building. The accessory structure brings the building coverage to 17 percent (60 percent maximum permitted). Additionally, the impervious surface ratio on site is well under the 80 percent maximum permitted.



Findings: The applicable dimensional standards are met.

3) Ingress/Egress

Analysis: The existing driveway on West Grand Avenue provides customer ingress and egress and an additional point of ingress and egress exists from 8th Avenue North.

Findings: The proposed accessory structure is for material storage only and no changes to ingress or egress on site are proposed.

4) Parking

Analysis: Retail sales of 10,000 square feet or less requires 1 parking space per 300 square feet of gross floor area. Therefore, 11 parking spaces and 1 ADA-approved accessible parking space would be required were the business to be constructed today.

Findings: The development is existing. Construction of the accessory structure is not considered an expansion of the use and therefore no additional parking requirements exist.

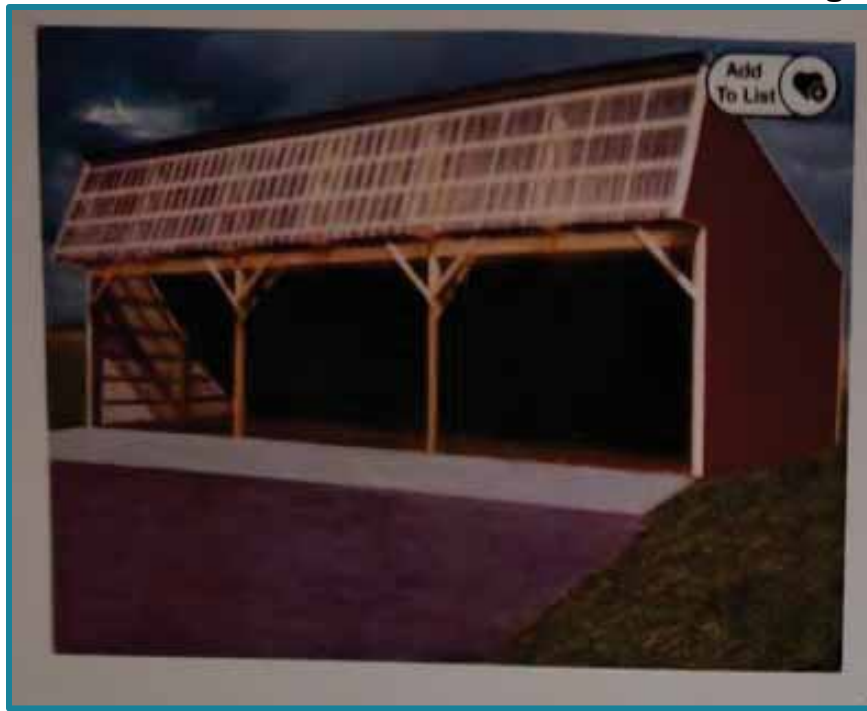
5) Landscaping

Analysis: Accessory buildings do not require landscaping as Section 11.16.41 pertains only to construction of a principal building, expansion of a principal building, or expansion of a parking area.

Findings: No additional landscaping is required.

6) Architectural Review

Analysis: Elevations have been submitted, detailing the building façade of the proposed metal loafing shed or three-sided shed. The roof and sides will consist of white-on-white metal, with one side open to accommodate the lumber yard and retail operations on site.



Findings: The architectural materials and design for the proposed accessory structure complement the existing buildings onsite. The main building was built originally in 1914 and consists of a combination of wood and metal siding. Given the accessory nature of the building and use, additional architectural features, such as windows, are not required. The proposed building and color are consistent with the existing structure on the property.

7) Lighting & Photometric Plan

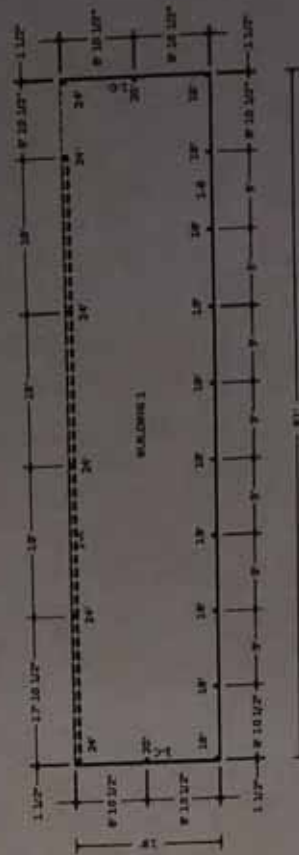
Analysis: There is no lighting proposed in conjunction with the project.

Findings: Not applicable.

In summary, the proposed building is permitted and appropriate for the existing use and site. Therefore, staff would recommend approval of the site plan and architectural review, subject to the items mentioned above and summarized on page one of the staff report.

Building Information		Roof Information	
1. Building Use:	Code Exempt	1. Pitch:	4/12
2. Width:	15 ft	2. Truss Spacing:	9 ft
3. Length:	81 ft	3. Roof Type:	Pro-Rib
4. Inside Clear Height:	12 ft	4. Roof Color:	White
5. Floor Finish:	Dirt / Gravel	5. Ridge Options:	Universal Ridge Cap
6. Post Embedment Depth:	4 ft	6. Roof Fastener Location:	On the Rib
7. Footing Pad Size:	14 in x 4 in	7. Endwall Overhangs:	0 ft
		8. Sidelwall Overhangs:	0 ft
		9. Skylight Size:	None
Wall Information		10. Ridge Vent Quantity:	None
1. Post Type:	Posts	11. Ceiling Liner Type:	None
2. Post Spacing:	9 ft	12. Purlin Placement:	On Edge
3. Girt Type:	Flat	13. Ceiling Insulation Type:	None
4. Exterior Wall Panel:	Pro-Rib		
5. Exterior Wall Color:	White	Accessories	
6. Trim Color:	White	1. Outside Closure Strip:	Standard
7. Sidelwall B same light:	None	2. Inside Closure Strip:	Standard
8. Wall Fastener Location:	In the Flat	3. Gable Vent Type:	None
9. Eave Trim:	Yes	4. Cupola Size:	24"x24"
10. Gableboard Type:	2x6 Treated Gableboard	5. Gutters:	No
		6. End Cap:	No
Interior Finish		7. Snow Guard:	Email Only
1. Wall Insulation Type:	None	8. Mini Print:	
2. Wall Liner Type:	None		
3. Roof Condensation Control:	None		

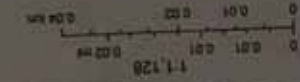
FLOOR PLAN



Streets
Schools
Parcels

6/23/2022, 9:03:04 AM

32' from lot line
30' from Existing Warehouse

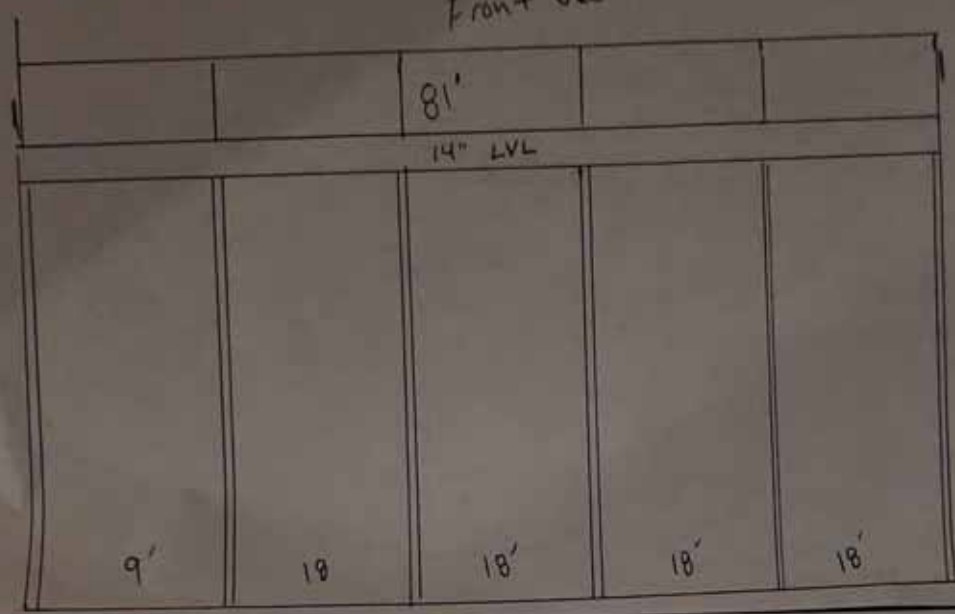


City Viewer

Elevation Views

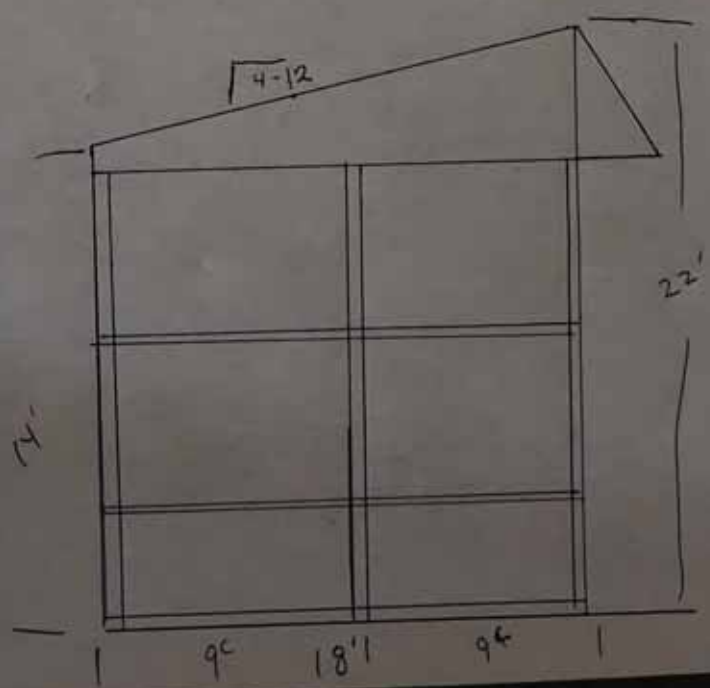


Front view



End view

6x6 Post 9'6"
 2x4 Purlins
 Steel on Side
 Walls and Roof





24'W x 54'L x 12'H Loafing Shed Post Frame Building Material List

Model Number: 1904110 | Menards® SKU: 1904110

Approximate Price **\$11,227.67**

110. MAG. OF RENEWABLES	Consent Through 11/9/11	\$1,455.02
-------------------------	-------------------------	------------

FINAL PRICE \$ **11,772⁴⁵** each

You Save \$1,455.02 with What to Buy

- This is not a kit. This is a suggested design and material list only.
- You may buy all of the materials or any part at low cash and carry prices. Materials can be modified to your personal preference; price subject to change.
- Materials may differ from previous.

[View More Information](#) »

Ship To Store - Free!

Available to order in-store. Stop by any Menards for information and to purchase.

Get it as soon as 11/13/2023



Description & Documents

With over 60 years of experience in the post frame industry, Menards® is the premier destination for all your post frame building needs. This loafing shed is a great solution for farming or equestrian needs. This building provides shade and cover for horses or other livestock with a three-sided shelter that allows animals to roam in and out freely. Plus, you'll save valuable time by not having to open and close doors. The skylight over the open side is a great feature of this shed. This building is also great for storing hay, feed, livestock, yard equipment, and more! The durable Pro-Rib® steel roof and siding will keep your belongings protected, no matter the weather.

Edward T. Ruppel, Jr.

Features

- This is not a kit. This is a suggested design and material list only.
- You may buy all of the materials or any part at low cash and carry prices.
- Materials can be modified to your personal preference, price subject to change.
- Materials may differ from pictured.
- Pro-Sky skylights
- 1 Overhang
- Includes code example Mini-Print. It is recommended to consult with your local building official prior to purchasing. If needed, additional engineering services available for most areas. Additional engineering fees apply.

Specifications

Product Type	Loading Sheds	Foundation Type	Poles
Entry Style	Level	Pole Spacing	8 feet
Post Type	Self-CCA-Treated	Overall Width	24 feet
Overall Length	54 feet	Sideeave Height	12 feet
Square Footage	1296 square feet	Exterior Wall Framing	Post Frame
Roof Framing Type	Truss	Rafter/Truss Spacing	8 feet
Roof Pitch	Dual Slope	Roofing Type	Pre-Rib Steel
Eave Overhang Size	None inch	Gable Overhang Size	None inch
Gating Type	Pre-Rib Steel	Includes	Materials include framing, 8" x 8" corner posts and brusses, steel trim, fasteners, and code exempt multi-point
Shipping Weight	117500 lbs	Return Policy	Regular Return Policy, Return Refund

Metalf Lumber Storage Building
18 x 81 Storage Building

6x6 Poles 9' OC

2x4 Purlins on Side walls 32" OC

Pole Barn trusses 9' OC

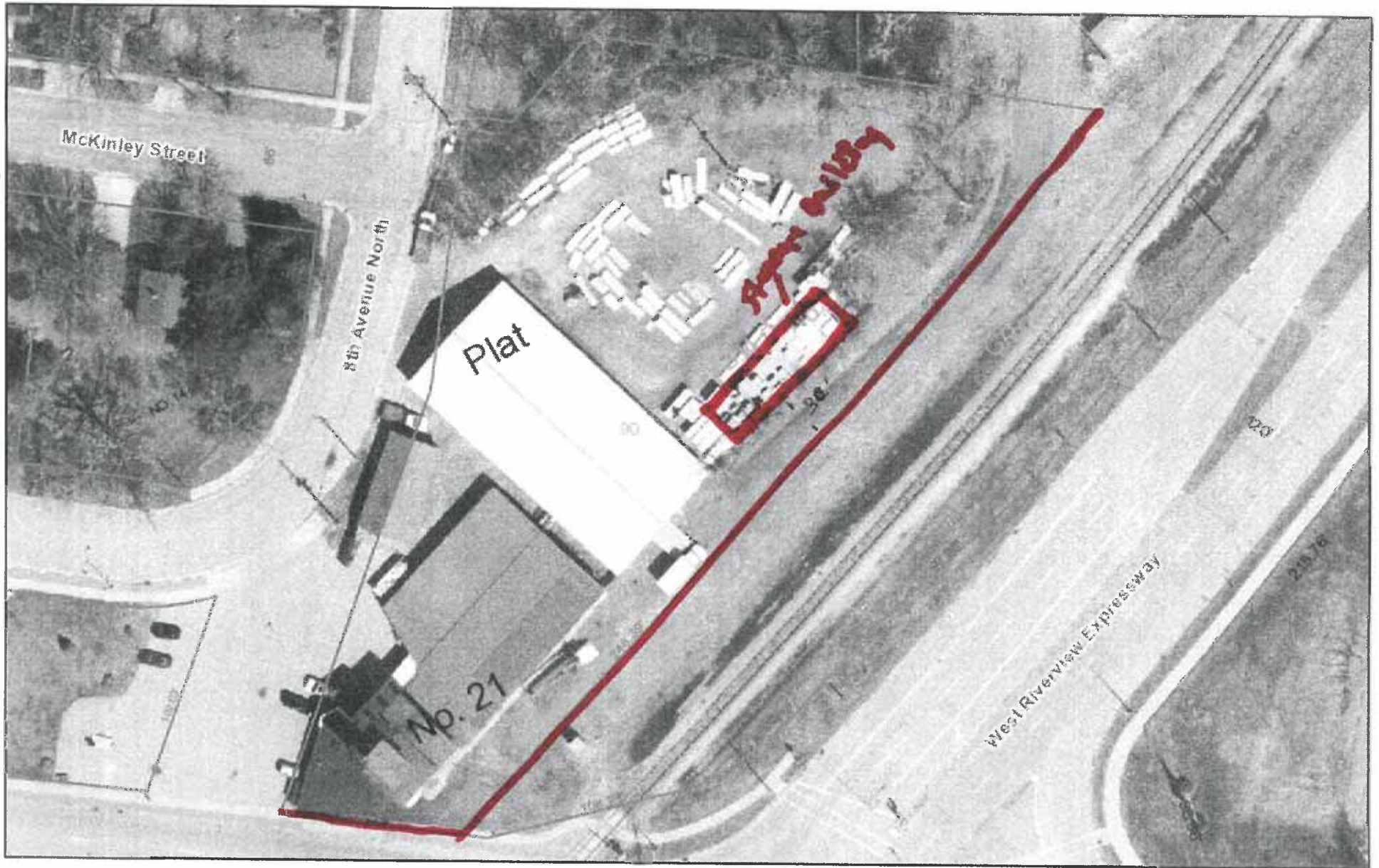
2x4 Purlins on Roof 2' OC

Pole Barn Steel on Side Wall and Roof
Color to match Existing Warehouse

Estimated Cost 40'000

City Viewer

Page 61 of 68



6/23/2022, 9:03:04 AM

Streets Streets
Parcels Schools

1:1,128
0 0.01 0.01 0.02 mi
0 0.01 0.02 0.04 km



Site Plan & Plan of Operation Application

City of Wisconsin Rapids, Wisconsin

Version: January 3, 2019

Community Development Department
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
P: (715) 421-8228 Fax: (715) 421-8291

Overview: The Planning Commission reviews site plans and plans of operation for those land uses specifically requiring such review as listed in the land-use matrix (Appendix A of the zoning code).

Governing regulations: The procedures and standards governing the review of this application are found in Article 5 of the City's zoning code (Chapter 11 of the municipal code).

General instructions: Complete this application and submit one copy to the Community Development Department. Alternatively, you can submit your application online at <https://wisconsinrapids.zoninghub.com/>

Application fee: \$175.00 for new; \$125.00 for amendment of prior approval

Note: Site plan/plan of operation review and architectural review can be combined into one application fee.

Application submittal deadline: Applications must be submitted at least 3 weeks prior to the meeting. Please consult the annual Planning Commission schedule for specific dates.

Mandatory meeting with staff: To ensure that all the required information is provided and that there is a complete understanding of the process, the applicant must meet with City staff to discuss the request and necessary items. Please contact the Community Development Department to schedule an appointment.

Office Use Only

Date Received 10/18/23

Received By CE

Fee \$175-

Case # 23-00023

Aldermanic District 1 Austin

Plan Commission Date _____

1. Applicant information

Applicant name METCALF LUMBER

Street address 750 W. GRAND AVE

City, state, zip code WIS. RAPIDS, WI 54495

Daytime telephone number 715-423-3707

Email METCALFLUMBER@SOLARUS.NET

2. Agent contact information Include the names of those agents, if any, that helped prepare this application including the supplemental information. Agents may include surveyors, engineers, landscape architects, architects, planners, and attorneys.

Agent 1

Name Tony Loftus

Company Loftus Construction

Street address 9641 Co Rd Ww

City, state, zip code W. Rapids 54494

Daytime telephone number 715.570.1068

Email tony.loftus.09@gmail.com

Agent 2

3. Type of application (check all that apply)

☐ Site plan Complete Part A, B and D

☐ Plan of operation Complete Part A, C and D

☒ New project

☐ Amendment of prior approval (if any)

If an amendment, the date of last approval (if any): _____

Part A. About the Property

4. Subject property information

Physical address 750 W Grand Ave Wisc Rapids WI 54495

Parcel number(s) _____

Note: The parcel number can be found on the tax bill for the property or it may be obtained from the Community Development Department.

Is the subject property currently in violation of the City's zoning ordinance as determined by the City's zoning administrator?

☒ No

☐ Yes

If yes, please explain.

Comment: Pursuant to Section 11.04.10 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, special charges, or other required payments that are specifically related to the subject property?

☒ No

☐ Yes

If yes, please explain.

Comment: Pursuant to Section 11.04.11 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land where taxes, special assessments, special charges, or other required payments are delinquent and unpaid.

5. Zoning information (refer to <https://wisconsinrapids.zoninghub.com/zoningmap.aspx>)

The subject property is located in the following base zoning district(s). (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> RR Rural Residential | <input type="checkbox"/> R-8 Manufactured Home Park | <input type="checkbox"/> M-1 General Industrial |
| <input type="checkbox"/> R-1 Single-family Residential | <input type="checkbox"/> B-1 Downtown Commercial | <input type="checkbox"/> M-2 Heavy Industrial |
| <input type="checkbox"/> R-2 Mixed Residential | <input checked="" type="checkbox"/> B-2 General Commercial | <input type="checkbox"/> I-1 Institutional |
| <input type="checkbox"/> R-3 Multi-family Medium Density Residential | <input type="checkbox"/> B-3 Neighborhood Commercial | <input type="checkbox"/> P-1 Park and Recreation |
| <input type="checkbox"/> R-4 Multi-family High Density Residential | <input type="checkbox"/> B-5 Mixed Use Commercial | <input type="checkbox"/> C-1 Conservancy |

The subject property is also located in the following overlay zoning district(s). (check all that apply)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Planned Development (PDD) | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Floodplain |
| <input type="checkbox"/> Downtown Design | <input type="checkbox"/> Shoreland-Wetland | <input type="checkbox"/> Wellhead Protection |

Part B. Site Plan (See the standards and requirements in Division 6 of Article 6.)

6. Building type. Which of the following building types best describes the building?

- | | | |
|--|--|--|
| <input type="checkbox"/> Townhouse | <input checked="" type="checkbox"/> Commercial | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Multi-family | <input type="checkbox"/> Work/live | <input type="checkbox"/> Parking structure |
| <input type="checkbox"/> Institutional | | |

Please refer to Appendix D for any design requirements that may apply.

7. Encroachments.

Aside from driveways connecting to the street, will any part of the proposed project encroach into a public right-of-way?

☒ No

☐ Yes

If yes, please explain.

8. Site parameters (area in square feet or acres)

Subject property

Building coverage

1458

Outdoor storage

Stormwater facilities

Impervious surfaces

Impervious surfaces include buildings, parking areas and driveways, sidewalks, decks, patios, and other types of 'hard' surfaces.

Landscaping and other undeveloped areas

Wetlands

Attach appropriate documentation if there are any wetlands.

100-year floodplain

9. Street access

Name	New Access	Change to Existing Access	No Change to Existing Access
8th Ave N	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Traffic generation

Will the proposed project create 500 trips per day or more?

☒ No

☐ Yes Attach a traffic impact report to this application. See s. 11.06.151 of the zoning code for additional details.

Will the proposed project create 300 trips per day or more, but less than 500?

☒ No

☐ Yes The city may require a traffic impact report as described in s. 11.06.151 of the zoning code. Please contact the Community Development Department for further guidance.

11. Parking (See the standards and requirements in Article 17 of the zoning code.)

Minimum number of required spaces

See Appendix B of the zoning code for parking requirements for the proposed land use(s).

Proposed number of spaces

If the number of proposed spaces exceeds what is required by more than 15 percent, the Planning Commission may grant a special exception to allow oversized parking areas. (See s. 11.17.03(r) of the zoning code.)

ADA van accessible spaces

Other ADA accessible spaces	_____	
Number of electric charging stations (if any)	_____	Charging stations are not required, but are recommended.
Bicycle parking spaces	_____	Bike parking is not required, but is recommended. (See s. 11.17.06 of the zoning code.)
Number of spaces in front of the building	_____	The number of spaces in front of the building may be limited depending on the zoning district. (See Appendix C of the zoning code.)
Number of spaces on the side(s) of the building	_____	
Number of spaces to the rear of the building	_____	

12. Outdoor lighting (See the standards and requirements in Article 18 of the zoning code.)

	Number of Fixtures	Lumens
Building 1	_____	_____
Building 2	_____	_____
Building 3	_____	_____
Parking lot 1	_____	_____
Parking lot 2	_____	_____
Parking lot 3	_____	_____
Other	_____	_____
Other	_____	_____
Total	_____	_____

Maximum lighting levels at each property boundary line (in footcandles):	_____	Attach a photometric plan to this application along with manufacturer's cut sheets for the different kinds of light fixtures.
Height of parking lot lights above grade (if any):	_____	

13. Fencing. Will the proposed project include fencing?

☒ No

☐ Yes (See Article 15 of the zoning code for the standards and requirements that apply.)

If yes, please describe and/or attach a fencing plan.

14. Stormwater. Describe how stormwater generated on the site will be handled.

15. Site plan. Attach a site plan drawn to scale with the following information to the extent it applies to the proposed project. The items with an asterisk are required. Check those elements that are included.

Background Project Information	Buildings and Outdoor Storage/Activity Areas	Transportation Facilities (existing and proposed)
<input type="checkbox"/> Project name*	<input type="checkbox"/> Existing and proposed	<input type="checkbox"/> Streets
<input type="checkbox"/> Applicant name*	<input type="checkbox"/> Existing within 50 feet of subject property	<input type="checkbox"/> Driveways and road access onto public and private roads
<input type="checkbox"/> Preparation date/revision*	Required Setbacks	<input type="checkbox"/> Sidewalks and trails
<input type="checkbox"/> Name of preparer*	<input type="checkbox"/> Yard setbacks (front, side, rear and shore)	<input type="checkbox"/> Fire lanes (i.e., fire apparatus access)
	<input type="checkbox"/> On-site septic systems	<input type="checkbox"/> Clear visibility triangles (location and dimensions)
Survey Information	<input type="checkbox"/> On-site wells and off-site wells within 10 feet of the perimeter of the subject property	On-Site Parking (existing and proposed)
<input type="checkbox"/> North arrow and graphic scale*	Landscaping Features (existing and proposed)	<input type="checkbox"/> Access aisles and parking spaces by size
<input type="checkbox"/> Address of subject property or legal description*	<input type="checkbox"/> Fences, buffers, and berms	<input type="checkbox"/> Location of accessible parking spaces
<input type="checkbox"/> Property boundaries *	<input type="checkbox"/> Pervious and impervious surfaces by type	<input type="checkbox"/> Location and specifications/dimensions for accessibility ramps
<input type="checkbox"/> Acreage of subject property*	<input type="checkbox"/> Site amenities (benches, fountains, etc.)	<input type="checkbox"/> Type and location of on-site parking signs and traffic control signs
Project Development Information	<input type="checkbox"/> Existing trees and other prominent vegetation	<input type="checkbox"/> Surface materials for parking lot (e.g., concrete, bituminous concrete, pavers)
<input type="checkbox"/> Land use summary table by density/intensity and acreage*	<input type="checkbox"/> Trees / shrubs to be planted, including a plant list and specs.	<input type="checkbox"/> Snow storage areas
<input type="checkbox"/> Easements/rights-of-ways (location, width, purpose, ownership)	Trees / shrubs to be retained	<input type="checkbox"/> Areas designated for queuing of vehicles for drive-through facilities (e.g., car washes, drive-up service windows, etc.)
<input type="checkbox"/> Common areas/conservancy areas (location, purpose, ownership)	Outdoor Lighting (existing and proposed)	<input type="checkbox"/> Pedestrian walks between the parking lot and the building
<input type="checkbox"/> Land to be dedicated to the public (boundaries, area, purpose)	<input type="checkbox"/> Location	<input type="checkbox"/> Designated areas of a parking area for pedestrian walks
Setting	<input type="checkbox"/> Fixture specifications	<input type="checkbox"/> Loading lanes and loading docks
<input type="checkbox"/> Property boundaries within 50 feet of the subject property	Stormwater Facilities (existing and proposed)	<input type="checkbox"/> Stormwater drainage
<input type="checkbox"/> Land uses within 50 feet of the subject property	<input type="checkbox"/> Location	<input type="checkbox"/> Distance between parking areas and adjoining properties if less than 20 feet
<input type="checkbox"/> Zoning district boundaries within 50 feet of the subject property	<input type="checkbox"/> Specifications for each facility	<input type="checkbox"/> Areas designated for bicycle parking
<input type="checkbox"/> Municipal boundaries within 50 feet of the subject property	Utilities (existing and proposed)	Signs (existing and proposed)
Site Features (existing and proposed)	<input type="checkbox"/> Location	<input type="checkbox"/> Location
<input type="checkbox"/> Ground contours when slopes exceed 8 percent	<input type="checkbox"/> Type (sewer, telephone, etc.) (buried or overhead, if applicable)	<input type="checkbox"/> Specifications for each sign including type, height, dimensions, lighting, and other factors considered during the review process
<input type="checkbox"/> Wetlands	<input type="checkbox"/> Size/capacity, if applicable	
<input type="checkbox"/> Woodlands		
<input type="checkbox"/> Wildlife habitat, including critical wildlife habitat		
<input type="checkbox"/> Environmentally sensitive features		
<input type="checkbox"/> Water resources (rivers, ponds, etc.) and ordinary high-water mark for navigable waters		
<input type="checkbox"/> Floodplain boundaries and elevations of the same		

Part C. Plan of Operation

16. Operating conditions

Hours of operation:	_____	
Estimated number of full-time employees	_____	
Estimated number of part-time employees	_____	
Maximum number of employees onsite at peak hours	_____	
Will the proposed business operation create any noise outside of the building?	_____	Refer to s. 11.06.147 of the zoning code.
Will the proposed business operation create any emissions (e.g., fumes, smoke, steam, vapor, dust,) to the atmosphere?	_____	Refer to s. 11.06.148 of the zoning code.
Will the proposed business operation create any vibrations outside of the building?	_____	Refer to s. 11.06.149 of the zoning code.
Will the proposed business operation involve any explosives or other flammable materials?	_____	Refer to s. 11.06.150 of the zoning code.
Will the proposed business operation involve any radioactive materials?	_____	
Will the proposed business operation create special needs for wastewater disposal?	_____	
Will the proposed business operation require unusually high levels of public water?	_____	

17. Licensing. What kind of federal, state, county or city licensees will be required to operate the proposed business?

Part D. Other

18. Attachments List any attachments included with your application.

19. Other information You may provide any other information you feel is relevant to the review of your application.

this is A Storage Building for an Existing Business
No Electrical, No Lights on outside, or inside

20. Mandatory meeting with staff

When did you meet with the Community Development Director? _____ Month/year

21. Applicant certification

- I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes City officials and employees, and other designated agents, including those retained by the City, to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner:

T. Andy METCALF
Name – print

T. Andy Metcalf
Name – Signature

10.17.23
Date

Name – print

Name – Signature

Date