



**Meeting Date:** 10/28/13  
**Agenda Item:** 7

**Mission Statement**

Delivering quality services in a courteous, cost-effective and efficient manner

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**PLAN COMMISSION STAFF REPORT**

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**REPORT TO:** President Burt McIntyre and Village Plan Commission

**REPORT FROM:** Dave Wiese—Director of Community Development

**AGENDA ITEM:** Review and take action on parking lot addition for Fusion (Hi-Tech)  
**THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER**

**OWNER/APPLICANT:** Fusion Integrated Solutions/Raasch Associates

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**RECOMMENDED ACTION BY PLAN COMMISSION**

Approve the applicant’s plan with any conditions as may be necessary to improve aesthetics, preserve the integrity of the neighborhood, and address concerns of staff and Commission members.

**BACKGROUND INFORMATION**

The applicant is requesting approval to add +/- 18 new parking spaces onto its parking lot at 416 Security Boulevard, VH-1497-1. In all business and industrial zoning districts the Zoning Ordinance requires that no building or any improvement shall be erected, placed, or altered on any building site until the plans for such building or improvement, including the site plan, landscape plan, building plan and specifications, have been reviewed and approved by the Plan Commission.

**EXECUTIVE ANALYSIS**

1. **Zoning:** The property is properly zoned (I-6) for the existing use.
2. **Setbacks:** The proposed development complies with minimum setback regulations.
3. **Parking:** The proposed development complies with the parking regulations of the Zoning Ordinance.
4. **Floodplain, Shoreland Zoning & Stormwater Management:** N/A
5. **Land Division:** N/A.
6. **Lighting:** Compliance with the lighting regulations required.
7. **Lot and Width Area:** The existing lot complies with the minimum lot width and area regulations for the I-6 zone.

8. **Driveway Locations:** N/A.

9. **Signage:** N/A

10. **Garbage:** N/A

11. **Landscape:** N/A

**STAFF RECOMMENDED CONDITIONS**

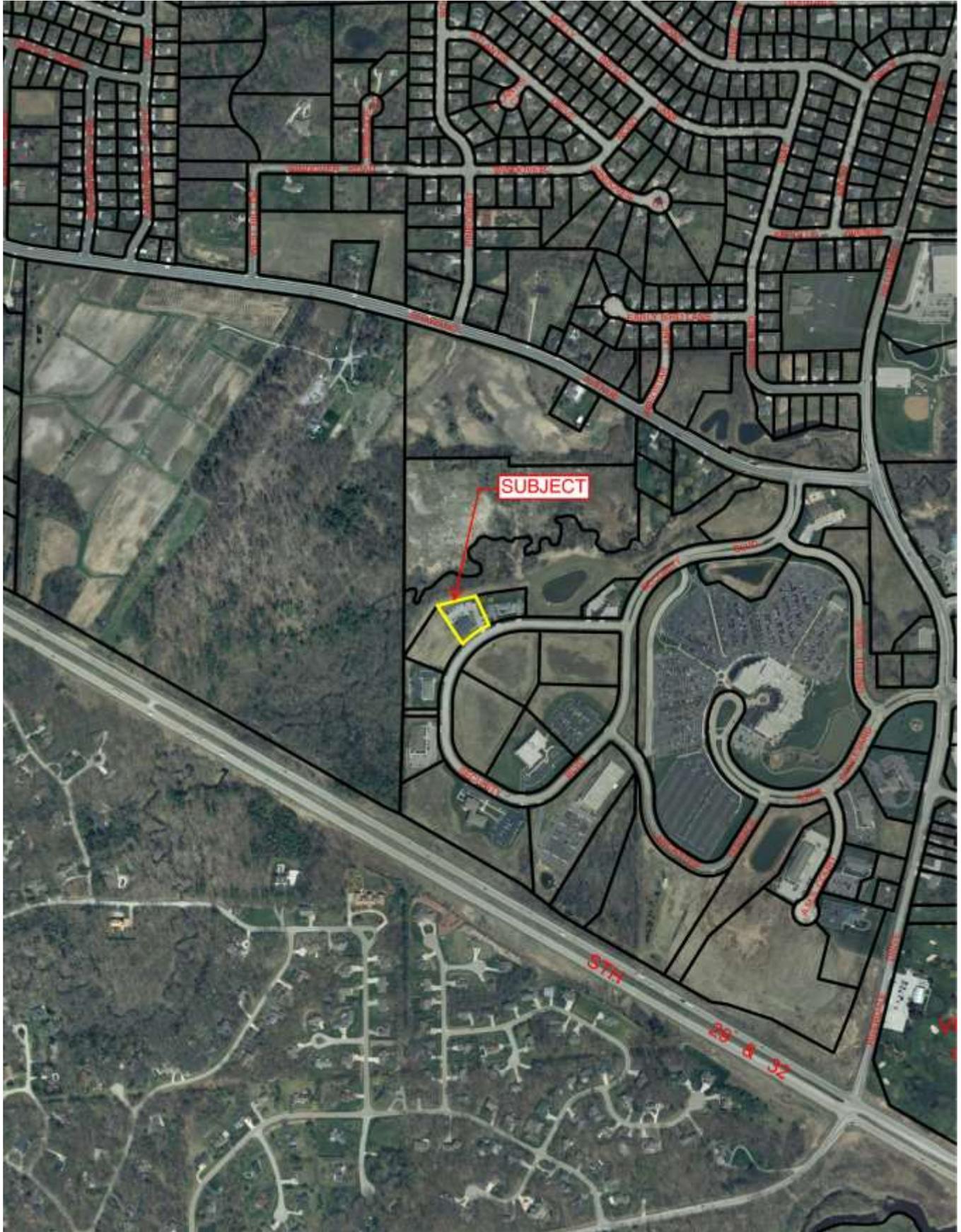
A Retracement CSM will need to be completed before building expansion will be allowed in the future.

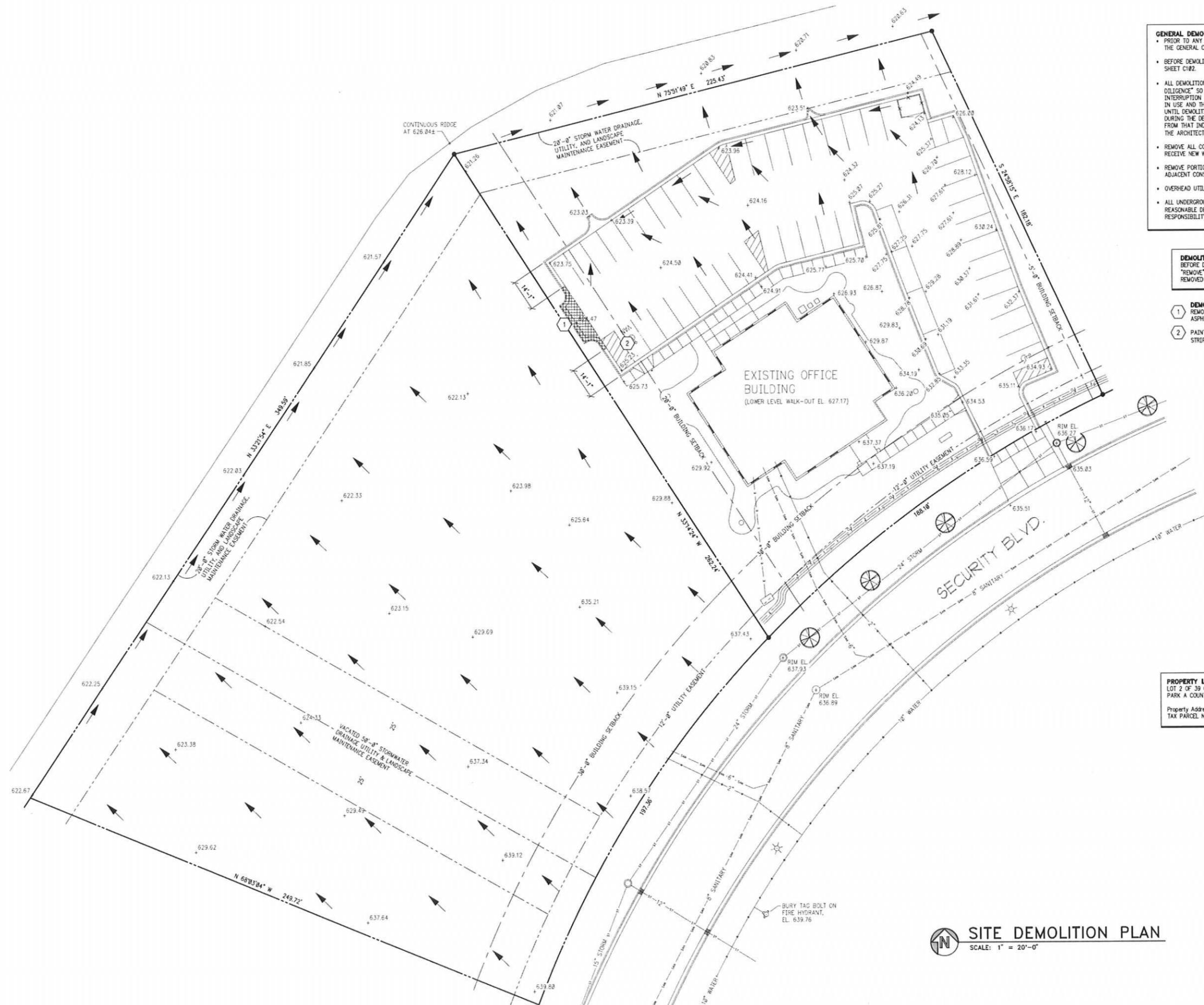
**ATTACHMENTS**

**I** Location Map

**II** Proposed Site Plan

ATTACHMENT I





**GENERAL DEMOLITION NOTES:**

- PRIOR TO ANY CONSTRUCTION ON SITE IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO VERIFY ALL UNDERGROUND UTILITIES.
- BEFORE DEMOLITION BEGINS, INSTALL EROSION CONTROL MEASURES, SEE SHEET C102.
- ALL DEMOLITION WORK SHALL BE PERFORMED WITH "DUE CARE AND DILIGENCE" SO AS TO PREVENT THE ARBITRARY DESTRUCTION OR INTERRUPTION OF CONCEALED UTILITIES WHICH ARE INTENDED TO REMAIN IN USE AND THE ROUTING FOR WHICH COULD NOT BE PREDETERMINED UNTIL DEMOLITION WAS STARTED. ALL SUCH DISCOVERIES OF UTILITIES DURING THE DEMOLITION PROCESS WHICH ARE IN A LOCATION DIFFERENT FROM THAT INDICATED, OR ARE UNIDENTIFIED, SHALL BE REPORTED TO THE ARCHITECT/ENGINEER BEFORE REMOVAL FOR FINAL DISPOSITION.
- REMOVE ALL CONSTRUCTION DESIGNATED TO BE REMOVED AND CLEAR TO RECEIVE NEW WORK AS INDICATED IN THE DEMOLITION KEY.
- REMOVE PORTIONS OF EXISTING CONSTRUCTION AS DRAWN AND PATCH TO ADJACENT CONSTRUCTION.
- OVERHEAD UTILITIES ARE NOT SHOWN ON THE PLANS.
- ALL UNDERGROUND STRUCTURES AND UTILITIES HAVE BEEN SHOWN TO A REASONABLE DEGREE OF ACCURACY AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THEIR EXACT LOCATIONS.

**DEMOLITION KEY:**  
BEFORE DEMOLITION, CONFIRM WITH OWNER ALL ITEMS TAGGED "REMOVE" THAT SHOULD REMAIN IN THEIR POSSESSION OR BE REMOVED FROM SITE.

**DEMOLITION KEY:**

- 1 REMOVE PORTION OF EXISTING CONCRETE CURB AND ASPHALT PAVING TO EXTENT SHOWN.
- 2 PAINT OVER EXISTING ACCESSIBLE PARKING STALL STRIPING AND REMOVE SIGN. (SIGN TO BE RELOCATED).

**PROPERTY LEGAL DESCRIPTION**  
LOT 2 OF 39 CSM 197 BNG PRT OF LOTS 8 & 9 LANCASTER CREEK BUSINESS PARK A COUNTY PLAT  
Property Address: 416 SECURITY BOULEVARD, GREEN BAY, WI 54313  
TAX PARCEL NUMBER: VH-1497 AND VH-1497-1.

**LEGEND**

- + XXX.XX EXIST. SPOT ELEVATIONS (M.E.= MATCH EXISTING GRADE)
- - - - - DIRECTION OF EXISTING WATERFLOW
- — — — — PROPERTY LINE
- - - - - SETBACK
- G - EXIST. GAS LINE
- FO - EXIST. FIBER OPTICS
- W - EXIST. WATER LINE
- SAN - EXIST. SANITARY SEWER LINE
- ST - EXIST. STORM SEWER LINE
- E - EXIST. ELECTRIC
- ⊗ EXISTING TREE
- ⊙ LIGHT POLE
- ⊕ FIRE HYDRANT

**SITE DEMOLITION PLAN**  
SCALE: 1" = 20'-0"

MARK	DATE	DESCRIPTION
A	10/24/13	SITE PLAN REVIEW

PROJECT NO: 4128	CAD DWG FILE: 4128-c101.dwg	DRAWN BY: TKM	CHECKED BY: C. SCHNEIDER
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**SHEET NUMBER:**  
C101



**DRAIN TILE NOTE:**  
 PROVIDE (2) 4" PERFORATED DRAIN TILE LEADERS DAYLIGHTING TO THE EXISTING DRAINAGE DITCH

**DRAIN TILE NOTE:**  
 PROVIDE 4" PERFORATED DRAIN TILE UNDERDRAIN ALONG NEW CURBING, SEE DETAIL 8/C501

- CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS:**
1. ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED BY THE CONTRACTOR IN ACCORDANCE WITH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARDS.
  2. INSTALL EROSION CONTROL MEASURES PRIOR TO ANY SITE WORK, INCLUDING GRADING OR DISTURBANCE OF EXISTING SURFACE MATERIALS AS SHOWN ON THE PLAN. MODIFICATIONS TO SEDIMENT CONTROL DESIGN MAY BE CONDUCTED TO MEET UNFORSEEN FIELD CONDITIONS IF MODIFICATIONS TO BMP'S.
  3. INSPECTIONS AND MAINTENANCE OF ALL EROSION CONTROL MEASURES SHALL BE ROUTINE (TWICE PER WEEK MINIMUM AND AT LEAST 72 HOURS APART) TO ENSURE PROPER FUNCTION OF EROSION CONTROLS AT ALL TIMES. EROSION CONTROL MEASURES ARE TO BE IN WORKING ORDER AT THE END OF EACH WORK DAY.
  4. INSPECT EROSION CONTROL MEASURES AFTER EACH SIGNIFICANT RAINFALL. REPAIR ANY DAMAGE OBSERVED DURING INSPECTION.
  5. EROSION CONTROL MEASURES SHALL BE REMOVED ONLY AFTER SITE CONSTRUCTION IS COMPLETE.
  6. PROVIDE ON-SITE DUST CONTROL, AS NECESSARY, PER WDR TECHNICAL STANDARD "DUST CONTROL ON CONSTRUCTION SITES".

- CONSTRUCTION SEQUENCING:**
1. INSTALL PERIMETER SILT FENCE.
  2. PROVIDE STORM DRAIN INLET PROTECTION (S) PER DETAIL 5/C501.
  3. REMOVE EXISTING ITEMS PER SITE DEMOLITION PLAN, INCLUDING TOPSOIL IN AREA OF PROPOSED PARKING LOT EXPANSION.
  4. CONDUCT SITE GRADING FOR CONCRETE SIDEWALK AND CURBING, AND PARKING LOT.
  5. COMPLETE INSTALLATION OF GRAVEL, POUR CONCRETE SIDEWALK AND CURBING, AND ASPHALT PAVING.
  6. PLACE TOPSOIL AND ESTABLISH VEGETATION.
  7. REMOVE EROSION CONTROLS.
  8. CONTRACTOR MAY MODIFY SEQUENCING AFTER ITEM 1 AS NEEDED TO COMPLETE CONSTRUCTION. MAINTAIN EROSION CONTROLS IN ACCORDANCE WITH THE "CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS."

**SITE INSPECTION AND DOCUMENTATION:**  
 THE CONTRACTOR SHALL INSPECT EROSION AND SEDIMENT CONTROL PRACTICES WEEKLY, BEFORE ANTICIPATED STORM EVENTS AND WITHIN 24 HOURS FOLLOWING A RAINFALL OF 0.5 INCHES OR GREATER. WRITTEN DOCUMENTATION WILL BE TAKEN USING THE FIELD INSPECTION AND MAINTENANCE REPORT AND MAINTAINED AT THE CONSTRUCTION SITE.

**LEGEND**

- + XXX.XX EXIST. SPOT ELEVATIONS (M.E.= MATCH EXISTING GRADE)
- XXX.XX NEW SPOT ELEVATIONS (M.E.= MATCH EXISTING GRADE)
- DIRECTION OF WATERFLOW
- FF FILTER FABRIC FENCE
- DRAIN TILE
- NEW CONTOURS
- PROPERTY LINE
- SETBACK
- EXIST. GAS LINE
- FO EXIST. FIBER OPTICS
- W EXIST. WATER LINE
- SAN EXIST. SANITARY SEWER LINE
- ST EXIST. STORM SEWER LINE
- EXIST. ELECTRIC
- ⊗ EXISTING TREE
- ⊙ LIGHT POLE
- ⊕ FIRE HYDRANT

**SITE GRADING PLAN**  
 SCALE: 1" = 20'-0"

**Raasch**  
 ENGINEERS / ARCHITECTS  
 400 AMS COURT  
 GREEN BAY, WISCONSIN 54303  
 920-434-2128  
 WWW.RAASCH.COM  
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**FUSION**  
 INTEGRATED SOLUTIONS, LLC  
 415 SECURITY BOULEVARD, SUITE 5, GREEN BAY WI 54313

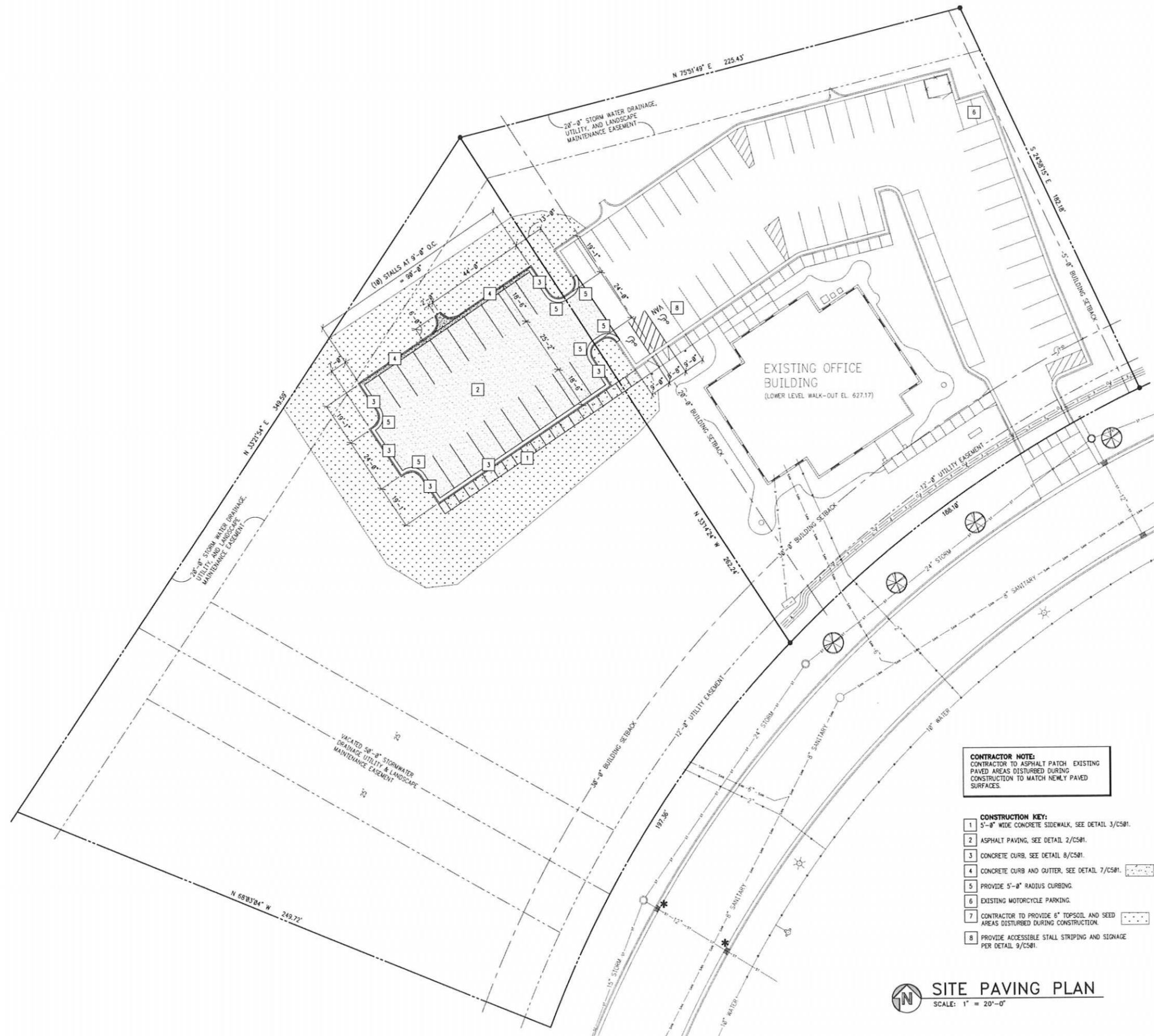
**SITE GRADING PLAN**

SHEET TITLE:

MARK	DATE	DESCRIPTION
A	10/24/13	SITE PLAN REVIEW

PROJECT NO: 4128	CAD DWG FILE: 4128-c102.dwg
DRAWN BY: THK	CHECKED BY: G. SCHNEIDER

SHEET NUMBER:  
**C102**



**CONTRACTOR NOTE:**  
 CONTRACTOR TO ASPHALT PATCH EXISTING PAVED AREAS DISTURBED DURING CONSTRUCTION TO MATCH NEWLY PAVED SURFACES.

- CONSTRUCTION KEY:**
- 1 5'-0" WIDE CONCRETE SIDEWALK, SEE DETAIL 3/CS01.
  - 2 ASPHALT PAVING, SEE DETAIL 2/CS01.
  - 3 CONCRETE CURB, SEE DETAIL 8/CS01.
  - 4 CONCRETE CURB AND GUTTER, SEE DETAIL 7/CS01.
  - 5 PROVIDE 5'-0" RADIUS CURBING.
  - 6 EXISTING MOTORCYCLE PARKING.
  - 7 CONTRACTOR TO PROVIDE 6" TOPSOIL AND SEED AREAS DISTURBED DURING CONSTRUCTION.
  - 8 PROVIDE ACCESSIBLE STALL STRIPING AND SIGNAGE PER DETAIL 9/CS01.

**SITE PAVING PLAN**  
 SCALE: 1" = 20'-0"

**BUILDING USE:**  
 PROFESSIONAL OFFICE

**ZONING:**  
 I-6 INDUSTRIAL PARK

**SITE AREAS:**

**PRE-CONSTRUCTION:**

- IMPERVIOUS SURFACE = 17,458 S.F.
- ROOF AREA = 5,000 S.F. (2 STORIES)
- PERVIOUS SURFACE = 86,882 S.F. = 79.3%
- PROPERTY = 188,532 S.F. = 2.49 Ac
- DISTURBED LIMITS = 15,362 S.F.
- (48) PARKING STALLS

**POST-CONSTRUCTION:**

- ASPHALT PAVING = 24,141 S.F.
- ROOF AREA = 5,000 S.F. (2 STORIES)
- PERVIOUS SURFACE = 79,391 S.F. = 73.1%
- PROPERTY = 188,532 S.F. = 2.49 Ac
- (68) PARKING STALLS + MOTORCYCLE PARKING

**PARKING:**

- PROFESSIONAL OFFICE
- (1) SPACE PER 300 S.F. FOR FIRST 8,000 S.F. = 27
- (1) SPACE PER 700 S.F. FOR NEXT 2,000 S.F. = 3
- SPACES REQUIRED = 30

• (3) ACCESSIBLE AUTOMOBILE/VAN PARKING SPACES

**GENERAL NOTES:**

1. ALL PARKING STALL STRIPING SHALL NOT BE LESS THAN 4" WIDE.
2. ALL PARKING LOT DIMENSIONS ARE TO FACE OF CURB.

**LEGEND**

- PROPERTY LINE
- - - SETBACK
- ⊗ EXISTING TREE
- ⊙ LIGHT POLE
- ⊕ FIRE HYDRANT
- ▨ AREA OF NEW CONCRETE
- ▨ AREA OF NEW ASPHALT

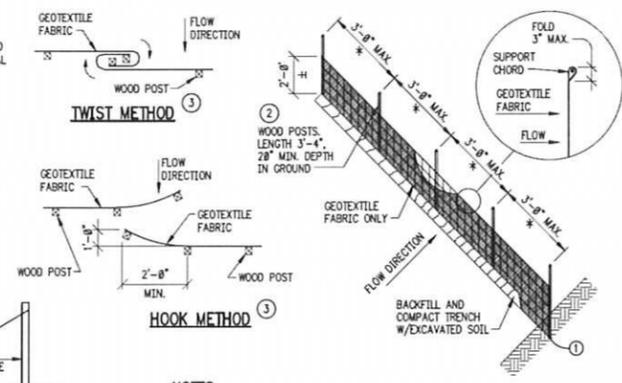
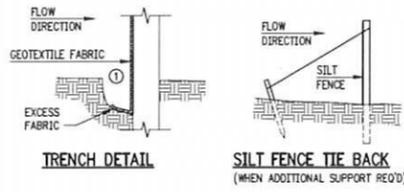
**SHEET TITLE:**  
 SITE PAVING PLAN

MARK	DATE	DESCRIPTION
A		SITE PLAN REVIEW

<b>PROJECT NO:</b> 4128	<b>CAD DWG FILE:</b> 4128-c103.dwg	<b>DRAWN BY:</b> THK	<b>CHECKED BY:</b> G. SCHNEIDER
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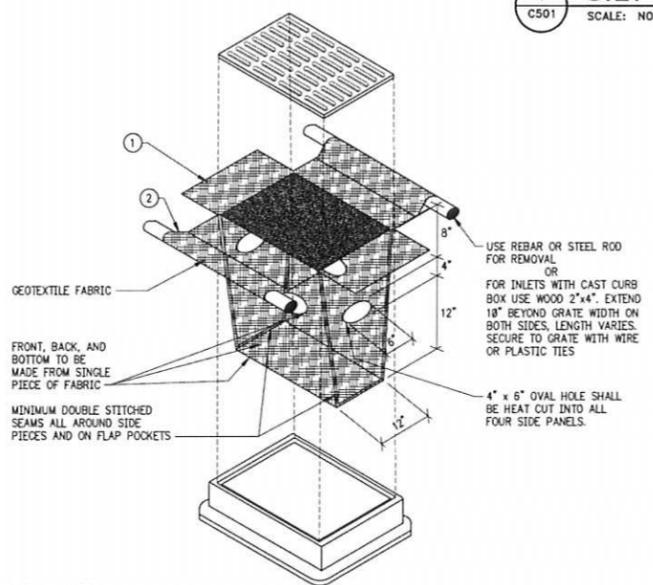
**SHEET NUMBER:**  
 C103

- GENERAL NOTES:**
- TRENCH SHALL BE A MINIMUM OF 4" WIDE AND 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL AND COMPACT TRENCH WITH EXCAVATED SOIL.
  - WOOD POSTS SHALL BE A MINIMUM SIZE OF 1 1/8" x 1 1/8" OF OAK OR HICKORY.
  - CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING TWO METHODS: A.) TWIST METHOD -- OVERLAP THE END POSTS AND TWIST, OR ROTATE AT LEAST 180 DEGREES, B.) HOOK METHOD -- HOOK THE END OF EACH SILT FENCE LENGTH.



- NOTES:**
- 8'-0" POST SPACING ALLOWED IF A WOVEN GEOTEXTILE FABRIC IS USED.
  - ATTACH THE FABRIC TO THE POSTS WITH WIRE STAPLES OR WOODEN LATH AND NAILS.

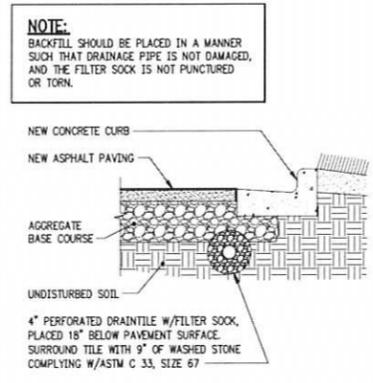
1 SILT FENCE  
C501 SCALE: NONE



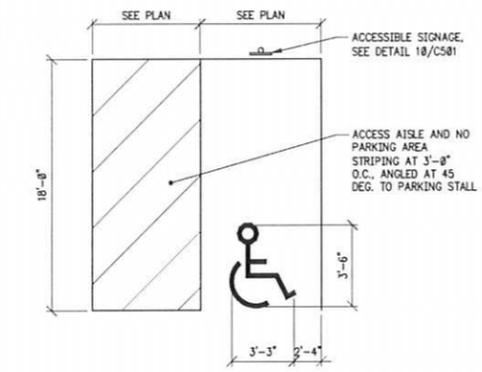
- GENERAL NOTES:**
- MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED.
- WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.
- FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 18" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.
  - FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2x4.

- INSTALLATION NOTES:**
- TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.
- THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY, THE CONTRACTOR SHALL CINCHE THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

5 STORM DRAIN INLET PROTECTION  
C501 SCALE: 1/2" = 1'-0"



6 DRAINTILE SECTION  
C501 SCALE: NONE

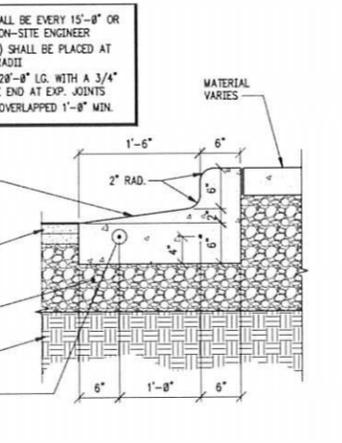
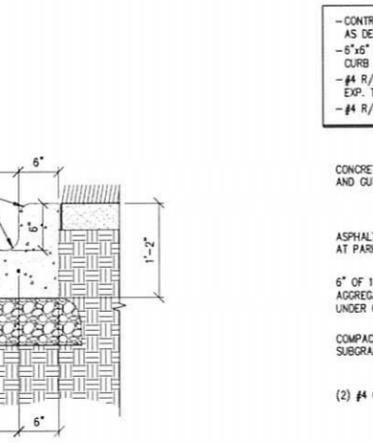
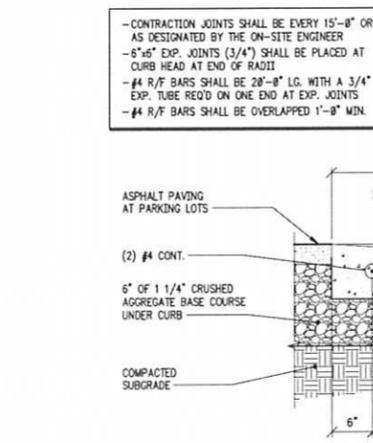


9 ACCESSIBLE STALL STRIPING  
C501 SCALE: NONE

2 ASPHALT PAVING  
C501 SCALE: NONE

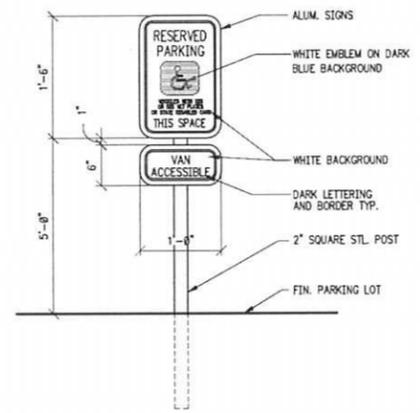
3 SIDEWALK PAVING  
C501 SCALE: NONE

4 CONTROL JOINT  
C501 SCALE: NONE



7 CONCRETE CURB  
C501 SCALE: NONE

8 CONCRETE CURB  
C501 SCALE: NONE



10 ACCESSIBLE STALL SIGN  
C501 SCALE: NONE

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