Meeting Date:	May 20, 2013
Agenda Item:	#10

PLAN COMMISSION STAFF REPORT

REPORT TO:	President Burt McIntyre and Village Plan Commission
REPORT FROM:	Dave Wiese, Director of Community Development
AGENDA ITEM:	Review and take action on a site plan for Sanimax Corporation to install a 105-square-foot wall sign at 2099 Shawano Avenue **THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER.**
OWNER/APPLICANT:	Sanimax Corporation

RECOMMENED ACTION BY PLAN COMMISSION

If satisfied with the applicant's proposal, the Plan Commission should approve the 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.

POLICY ALTERNATIVE(S)

The Plan Commission could take the following action:

- Approve the request without conditions
- Approve the request with conditions
- Deny the request
- Table the request until a later meeting date

BACKGROUND

The applicant is requesting approval to erect the sign shown on the attached drawing. The size of the sign is 105 square feet, and it will be located on the main office building.

ZONING CODE REQUIREMENT

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 submitted for review to the village plan commission. The village plan commission shall approve, conditionally approve or disapprove such plans with respect to conformity with this section and other applicable codes and ordinances of the village and with respect to harmony of external design and land use as it affects property within and adjacent. Failure on the part of the village plan commission to act within 60 days of submission shall constitute approval of such plans.

Zoning Regulations -- Sec. 50-1371. - I-1, I-2, I-3, I-4 and I-6 zoning districts.

On-premises signs are permitted in the I-1, I-2, I-3, I-4 and I-6 zoning districts, subject to the following regulations:

(1) The total area of all signs on a lot shall not exceed 400 square feet or except as specifically allowed as a conditional use in accordance with division 9 of article II of this chapter.

(2) No freestanding sign shall exceed a height of 35 feet.

(3) No more than one freestanding sign shall be permitted per lot frontage.

Link to Bing map
http://data.mashedworld.com/dualmaps/map.htm?x=-88.0825436314&y=44.5370654525=16&gm=2&ve=5&gc=0&bz=16&bd=0&mw=1&sv=1&svb=0&svp

ATTACHMENTS

I	Completed Plan Review Application
II	Sign Plan Detail

ATTACHMENT I

DEPARTMENT OF CODE ADMINISTRATION
2456 Glendale Avenue, Green Bay, WI 54313
(Office) 920-434-4640 (FAX) 920-434-4643

Dwiese@villageofhoward.com

HOWARD WISCONSIN
www.villageofhoward.com

APPLICATION FOR PC PLAN APPROVAL

IMPORTANT INFORMATION FOR APPLICANTS

(1) INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED OR PROCESSED
(2) YOU MAY USE YOUR COMPUTER KEYBOARD TO FILL OUT THIS APPLICATION FORM
(3) PLEASE SUBMIT COMPLETED APPLICATIONS TO THE DEPARTMENT OF CODE ADMINISTRATION AT THE ABOVE ADDRESS

LOCATION	ADDRESS OF SUBJECT PROPERTY (Street Number and Name): 2099 SHAWANO AVE	LOT #:	SUBDIVISION:	TAX PARCEL #:
PROPERTY OWNER	PROPERTY OWNER'S FULL NAME: SANIMAX		DAYTIME PHONE #: 920.494.0418	ALTERNATE PHONE #:
	PROPERTY OWNER'S MAILING ADDRESS (Include Zip Code): 2099 SHAWANO AVE, HOWARD 54303		PROPERTY OWNER'S E-MAIL ADDRESS: laura.vandenberg@sanimax.com	
APPLICANT/ AGENT	APPLICANT/AGENT FULL NAME AND BUSINESS NAME: SUSAN VIDELE - ORDE SIGN & GRAPHICS		APPLICANT/AGENT PHONE #: 920.339.4635	ALTERNATE PHONE #:
	APPLICANT/AGENT MAILING ADDRESS (Include Zip Code): 1825 NIMITZ DRIVE DEPERE 54115		APPLICANT/AGENT E-MAIL ADDRESS: susan@orde.com	
US	BRIEFLY DESCRIBE THE EXISTING AND PROPOSED USE OF THE PROPERTY:			

SUBMITTALS WHERE APPLICABLE, THE FOLLOWING SUBMITTALS ARE REQUIRED TO ACCOMPANY THIS APPLICATION FOR THE APPLICATION TO BE ACCEPTED AND REVIEWED BY THE PLAN COMMISSION. REQUIRED SUBMITTALS MAY CONSIST OF PLANS, DRAWINGS, ANNOTATED PHOTOGRAPHS, OR OTHER DOCUMENTATION THAT SUFFICIENTLY PROVIDES ALL REQUIRED INFORMATION.

Exterior Building Design (required for all new buildings, additions and exterior alterations to existing buildings)

- Exterior elevations of all proposed new and existing buildings showing wall materials and exterior construction details (including colors)
- Height of all proposed new buildings and structures and all existing buildings and structures
- Specific roof types (gable, hip, flat, etc.) and roof pitches of all proposed new and existing buildings
- Roofing materials to be used on proposed new buildings and existing roofing materials on existing buildings (including colors)

Site Features (required for all projects)

- Location of all proposed new and existing buildings & structures, including dimensions to property lines and to each other
- Locations of all streets, property lines, wells, septic systems, power lines, easements, etc.
- All proposed new and existing off-street parking drive and loading areas (location, number, size, access, etc.)
- The total accumulated horizontal impervious surface area after development (surfaces impervious to the penetration of storm water)
- The total accumulated greenspace on the property (non-impervious), including the percentage of lot area (post development)

Landscaping (required for all projects where landscaping will be installed or altered or where required by the Plan Commission)

- Number, size, species and location of all existing and proposed trees
- Number, size, species and location of all existing and proposed shrubs and ground plantings
- Description and location of any existing or proposed buffering (fences, berms, hedges, plantings, etc.)

Exterior Lighting Features (required where exterior lighting fixtures will be installed or altered)

- Number, fixture type, location and wattage of all existing and proposed building lighting
- Number, fixture type, location, wattage and height of all existing and proposed parking lot and exterior grounds lighting
- Number, fixture type, location, wattage and height of all existing and proposed other exterior lighting
- Photometric plan prepared by a professional lighting designer (when required by the Plan Comission)

Signage Details (required for all projects where signage exists or where new signage will be installed)

- Building elevations showing the location, number, size and message of all existing and proposed building signs and building lettering
- A site plan showing the location of all existing and proposed free-standing signs, including the distance of such signs to property lines
- Elevations of all existing and proposed free-standing signs showing the height, width, depth, material composition, colors, illumination, sign area and message of all such signs

SIGNATURE [SN] ENTER YOUR INITIALS IN THIS BOX TO VERIFY THAT YOU HAVE READ AND AGREE TO THE TERMS AND CONDITIONS DETAILED BELOW (REQUIRED FOR APPLICATION TO BE PROCESSED) APPLICATION DATE 5/15/13

BY INITIALING THE BOX ABOVE, THE APPLICANT DOES HEREBY CERTIFY THAT: (1) ALL INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT. (2) THE APPLICANT UNDERSTANDS THAT APPROVAL OF THIS REQUEST CREATES NO LEGAL LIABILITY, EXPRESSED OR IMPLIED, ON THE VILLAGE OF HOWARD OR ON ANY OF ITS EMPLOYEES. (3) THE APPLICANT WILL BE BOUNDED BY AND SUBMIT TO ALL STATUTES OF THE STATE OF WISCONSIN, CONFORM TO ALL APPLICABLE CODES AND ORDINANCES OF THE VILLAGE OF HOWARD, AND ABIDE BY ALL RULES AND REGULATIONS PRESCRIBED BY THE DEPARTMENT OF CODE ADMINISTRATION.

ATTACHEMNT II

SANIMAX
2099 Shawano Ave

TOTAL SQ FOOTAGE OF ALL BUIDINGS:	**531,729**
SQARE FOOTAGE OF EXISTING SIGNAGE: (on front of office building & ground mount sign at entrance to plant)	**90**
PROPOSED SQUARE FOOTAGE OF NEW BANNER	**105**

SINGLE FACE NON ILLUMINATED PANEL

Laminated Digital Mounted to Flat Cut Aluminum