



**Meeting Date:** 4/16/12  
**Agenda Item:** #12

**Mission Statement**

Delivering quality services in a modern, courteous and cost-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:** James Korotev, Director of Code Administration

**AGENDA ITEM:** Review and take action on a proposed building plan for Allen Morin at 2260 Woodale Avenue, VH-268-4.  
**THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER**

**OWNER/APPLICANT:** Allen Morin

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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 construct a 5,280-square-foot self-storage warehouse building at the above referenced location. 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 presently zoned General Industrial (I-1) and the proposed use is consistent with the permitted uses in the I-1 zone and with the Village Comprehensive Plan.
2. **Setbacks:** All existing and proposed setbacks shown on the plan submitted comply with Zoning Ordinance regulations.
3. **Parking:** N/A
4. **Floodplain, Shoreland Zoning & Stormwater Management:** N/A
5. **Land Division:** N/A.
6. **Lighting:** All proposed new lighting will need to comply with Zoning Ordinance exterior lighting regulations.

7. **Lot and Width Area:** The existing lot complies with minimum lot width and area regulations for the B-1 zone.
8. **Driveway Locations:** N/A.
9. **Signage:** N/A
10. **Garbage:** N/A
11. **Landscape:** N/A

**CODE REQUIRED CONDITIONS**

- (1) Compliance with Zoning Ordinance exterior lighting regulations.
- (2) Except for permitted off-street parking and loading, all business, servicing, processing, sales and storage shall be conducted within completely enclosed buildings.
- (3) All development and use of the property shall comply with the specific requirements for self-storage warehouses set forth in Sections 50-1143 through 50-1146 of the Zoning Ordinance.

**STAFF RECOMMENDED CONSIDERATIONS**

- (1) All exterior building materials, colors, etc. shall match that of the existing buildings on the property.

**ATTACHMENTS**

- I** Property Location Map
- II** Aerial View of Property
- III** Completed Plan review Application
- IV** Photos of Existing Building
- V-VI** Proposed Building & Site Plans
- VII** Self-Storage Warehouse Zoning Ordinance Regulations



**ATTACHMENT II**



**ATTACHMENT III**

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

<b>LOCATION</b>	ADDRESS OF SUBJECT PROPERTY (Street Number and Name)	LOT #	SUBDIVISION	TAX PARCEL #
	2260 Glendale Ave 2260	1 of 8	N-A	VH 268-4
<b>PROPERTY OWNER</b>	PROPERTY OWNER'S FULL NAME	DAYTIME PHONE #	ALTERNATE PHONE #	
	Allen Morin	920-680-2878	920-869-3570	
<b>APPLICANT/ AGENT</b>	PROPERTY OWNER'S MAILING ADDRESS (include Zip Code)	PROPERTY OWNER'S E-MAIL ADDRESS		
	701 Hunters Run Oneida, WI 54155	atrain@side@aol.com		
<b>USE</b>	APPLICANT/AGENT FULL NAME AND BUSINESS NAME	APPLICANT/AGENT PHONE #	ALTERNATE PHONE #	
	Allen Morin	920-680-2878	920-869-3570	
<b>SUBMITTALS</b>	APPLICANT/AGENT MAILING ADDRESS (include Zip Code)	APPLICANT/AGENT E-MAIL ADDRESS		
	701 Hunters Run Oneida, WI 54155	atrain@side@aol.com		
BRIEFLY DESCRIBE THE EXISTING AND PROPOSED USE OF THE PROPERTY				
Unoccupied Storage Units				
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 Commission)

- 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** A.M. 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 7:00 PM 4/12/2012

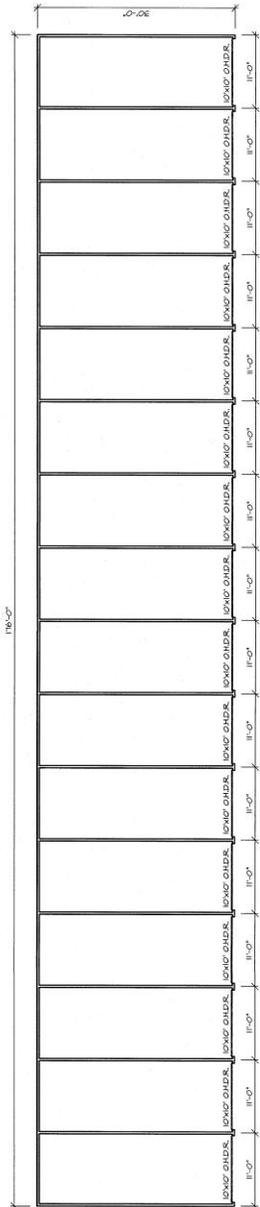
BY INITIATING THE BOX ABOVE, THE APPLICANT DOES HEREBY CERTIFY THAT: (1) ALL INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT. (2) THE APPLICANT UNDERSTANDS THAT APPROVAL OF THIS REQUEST CREATES NO LEGAL LIABILITY, EXPRESSED OR IMPLIED, ON THE VILLAGE OF HOWARD OR ON ANY OF ITS EMPLOYEES. (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.

**ATTACHMENT IV**



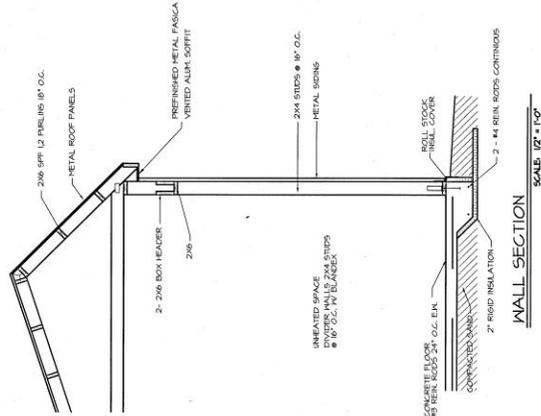
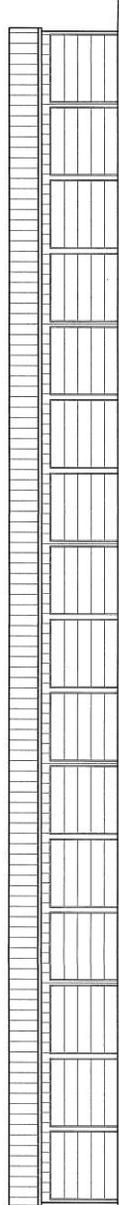


# ATTACHMENT VI



FLOOR PLAN

SCALE: 1/8" = 1'-0"



WALL SECTION

SCALE: 1/2" = 1'-0"

NOTE: ALTHOUGH EVERY PART OF THIS DRAWING IS TO BE CONSIDERED AS PART OF THE CONTRACT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE SAME.	DATE	04/11/12
	FILE	
	JOB NO.	
<b>MOR-IN STORAGE</b> <b>2660 WOODALE AVE.</b> <b>VILLAGE OF HOWARD, WI</b> <b>BAY ARCHITECTS, L.L.C.</b> <small>1111 W. WISCONSIN AVENUE          GREEN BAY, WI 54304          PHONE: 920-331-4200          FAX: 920-331-4416</small>		
<b>A1</b>		

**ATTACHMENT VII****MINIWAREHOUSES (SELF-SERVICE STORAGE FACILITIES)****Sec. 50-1143. Definitions.**

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Miniwarehouse (self-service storage facility)* means as defined in section 50-6.  
(Comp. Ords. 2000, § 17.03(22)(a); Ord. No. 2005-26, § 2, 10-24-2005; Ord. No. 2008-09, § 1, 2-25-2008)

**Sec. 50-1144. Applicability.**

Except as specifically regulated elsewhere in this chapter, miniwarehouses (self-service storage facilities) shall comply with the requirements in this division.  
(Comp. Ords. 2000, § 17.03(22)(intro.); Ord. No. 2005-26, § 2, 10-24-2005; Ord. No. 2008-09, § 1, 2-25-2008)

**Sec. 50-1145. Permitted uses.**

Miniwarehouse units may only be used for the storage of household or business goods and wares.  
(Comp. Ords. 2000, § 17.03(22)(b); Ord. No. 2005-26, § 2, 10-24-2005; Ord. No. 2008-09, § 1, 2-25-2008)

**Sec. 50-1146. Prohibited uses.**

The following uses are prohibited in miniwarehouse units:

- (1) Any type of sales activity, including, but not limited to, commercial sales, retail sales, wholesale sales, miscellaneous sales, garage sales and auctions but excluding the sale of property seized by the warehouse owner under state or local law.
- (2) The servicing, repair or fabrication of motor vehicles, boats, trailers, lawnmowers, appliances or other equipment.
- (3) The operation of power tools, spray-painting equipment, table saws, lathes, compressors, welding equipment, kilns or other similar equipment.
- (4) The use or storage of flammable or hazardous chemicals or explosives except motor vehicle fuel in permanent, on-board vehicle fuel tanks.
- (5) Any use which is not consistent with the permitted uses listed in section 50-1145.