



Meeting Date: 9/19/11
Agenda Item: 11

Mission Statement

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

PLAN COMMISSION STAFF REPORT

REPORT TO: President Burt McIntyre and Village Plan Commission

REPORT FROM: James Korotev, Director of Code Administration

AGENDA ITEM: Review and take action on the site plan for Brown County Highway Department for the construction of a 250-foot communication tower at 2198 Glendale Avenue.
THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER

OWNER/APPLICANT: James Peper/Motorola, Inc.

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 replace an existing communications tower and shelter on the Brown County Highway Department property at 2198 Glendale Avenue, VH-293. 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 for the existing use.
2. **Setbacks:** The proposed tower and shelter comply with minimum setback regulations in the I-1 zone.
3. **Parking:** N/A
4. **Floodplain, Shoreland Zoning and Stormwater Management:** The proposed tower and shelter will be located in a floodplain and will need to be constructed to floodplain standards.
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-1 zone.
8. **Driveway Locations:** N/A.
9. **Signage:** N/A
10. **Garbage:** N/A
11. **Landscape:** N/A

CODE REQUIRED CONDITIONS

- (1) A building permit is required for the tower and shelter.
- (2) A flood proofing design will need to be prepared by a Wisconsin registered architect or engineer.
- (3) A variance or code amendment will be needed to permit the 250' tower height.

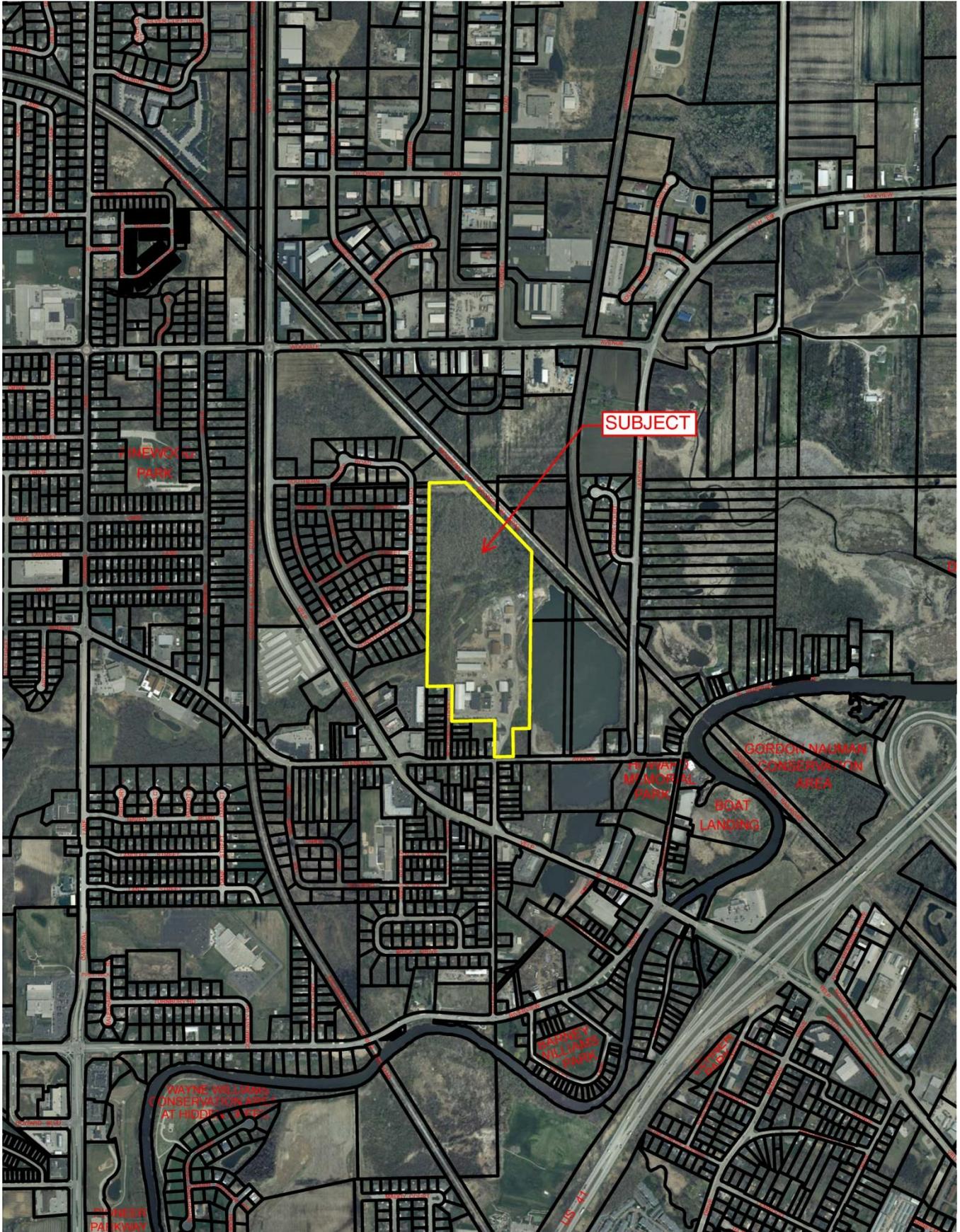
STAFF RECOMMENDED CONDITIONS

None

ATTACHMENTS

- | | |
|------------|-----------------------------------|
| I | Location Map |
| II | Completed Plan Review Application |
| III | Site Plan |
| IV | Tower Elevations |
| V | Shelter Elevation |

ATTACHMENT I



ATTACHMENT II

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

LOCATION	ADDRESS OF SUBJECT PROPERTY (Street Number and Name)	LOT#	SUBDIVISION	TAX PARCEL #
	2198 Glendale Ave	n/a	n/a	
PROPERTY OWNER	PROPERTY OWNER'S FULL NAME	DAYTIME PHONE #	ALTERNATE PHONE #	
	Brown County	920-391-7404		
	PROPERTY OWNER'S MAILING ADDRESS (include Zip Code)	PROPERTY OWNER'S E-MAIL ADDRESS		
	3028 Curry Lane, Green Bay, WI 54311			
APPLICANT/ AGENT	APPLICANT/AGENT FULL NAME AND BUSINESS NAME	APPLICANT/AGENT PHONE #	ALTERNATE PHONE #	
	James Peper/Motorola, Inc. for Brown Cty.	715-762-4528	715-661-3108	
	APPLICANT/AGENT MAILING ADDRESS (include Zip Code)	APPLICANT/AGENT E-MAIL ADDRESS		
	N16135 Lakeshore Dr., Butternut, WI 54514	jamesdebpeper@centurytel.net		
USE	BRIEFLY DESCRIBE THE EXISTING AND PROPOSED USE OF THE PROPERTY			
	Replace existing shelter + tower at Brown County radio site.			
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 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	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
		8/19/11
BY INITIALIZING 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.		

