



Meeting Date: 10/24/11
Agenda Item: #11

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 a sign plan review for Kelli Lax of Creative Sign Company representing Paul Rauscher of R-Tec at 1505 Cornell Road, VH-747-B-749-1
THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER

OWNER/APPLICANT: Paul Rauscher/Creative Sign Company

BACKGROUND INFORMATION

The applicant is requesting approval to erect the sign shown on the attached drawings. 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.

RECOMMENDED 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.

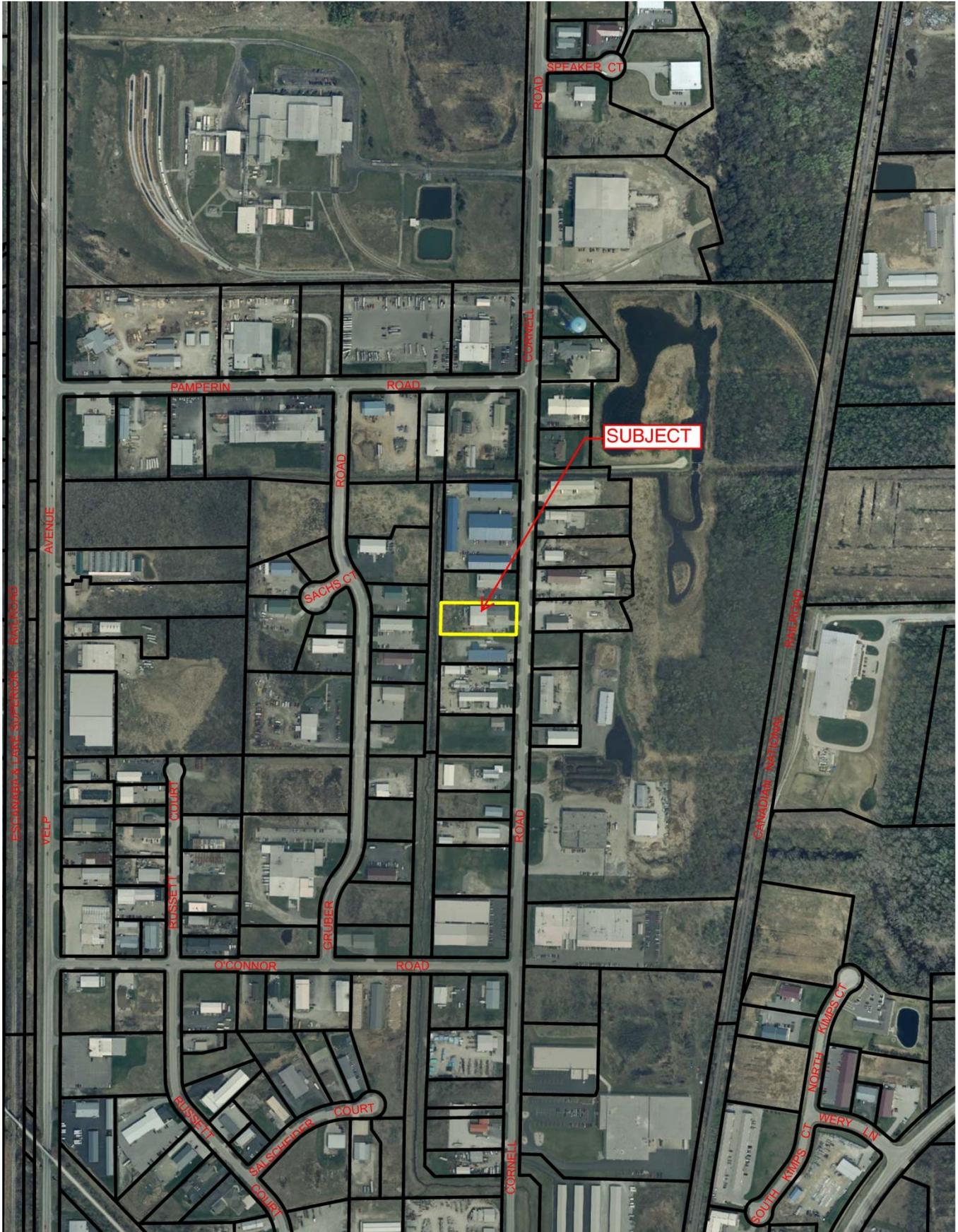
STAFF RECOMMENDED CONDITIONS

None.

ATTACHMENTS

- I** Location Map
- II** Completed Plan Review Application
- IV** Sign Plan Details
- IV** Site Plan

ATTACHMENT I



ATTACHMENT II

DEPARTMENT OF CODE ADMINISTRATION
 2456 Glendale Avenue, Green Bay, WI 54313
 (Office) 920-434-4640 (FAX) 920-434-4643
 mailto:ikorotev@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) 1505 Cornell Road	LOT #	SUBDIVISION	TAX PARCEL #
PROPERTY OWNER	PROPERTY OWNER'S FULL NAME Paul Rauscher	DAYTIME PHONE # 920.662.0720	ALTERNATE PHONE #	
	PROPERTY OWNER'S MAILING ADDRESS (Include Zip Code) 1505 Cornell Road, Green Bay WI 54313	PROPERTY OWNER'S E-MAIL ADDRESS Paul.R@EMInternational.com		
APPLICANT/ AGENT	APPLICANT/AGENT FULL NAME AND BUSINESS NAME Kelli Lax - Creative Sign Co.	APPLICANT/AGENT PHONE # 920.676.7757	ALTERNATE PHONE # 920.336.8900	
	APPLICANT/AGENT MAILING ADDRESS (Include Zip Code) 505 Lawrence Drive, DePere WI 54115	APPLICANT/AGENT E-MAIL ADDRESS kellie.greenbay.signs.com		
USE	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.)

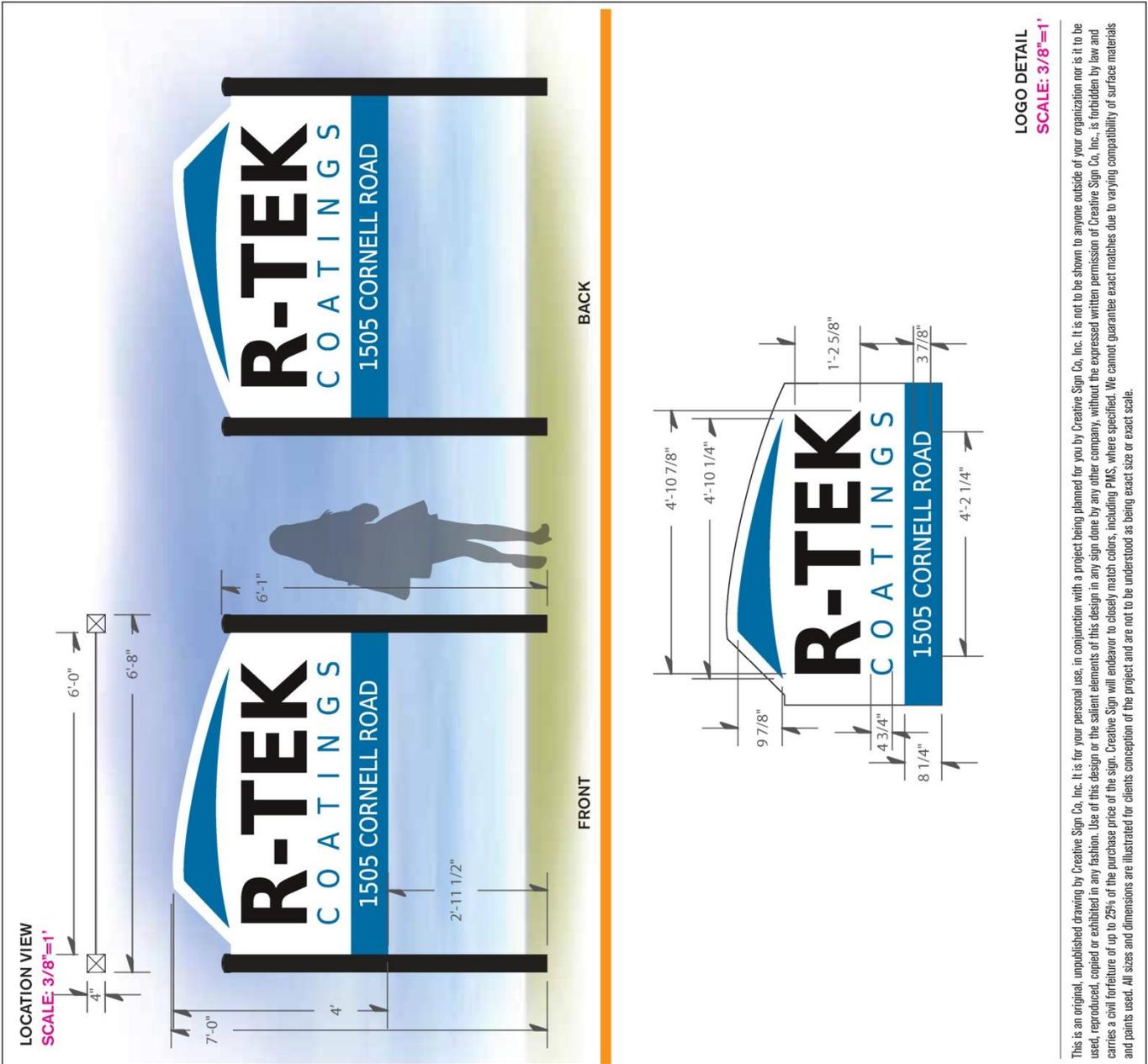
- Exterior Lighting Features** (required where exterior lighting fixtures will be installed or altered)
- Number, fixture type, location and wattage of all existing and proposed building lighting
 - Number, fixture type, location, wattage and height of all existing and proposed parking lot and exterior 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 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 9/27/11

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.

ATTACHMENT III



This is an original, unpublished drawing by Creative Sign Co, Inc. It is for your personal use, in conjunction with a project being planned for you by Creative Sign Co, Inc. It is not to be shown to anyone outside of your organization nor is it to be used, reproduced, copied or exhibited in any fashion. Use of this design or the salient elements of this design in any sign done by any other company, without the expressed written permission of Creative Sign Co, Inc. is forbidden by law and carries a civil forfeiture of up to 25% of the purchase price of the sign. Creative Sign will endeavor to closely match colors, including PMS, where specified. We cannot guarantee exact matches due to varying compatibility of surface materials and paints used. All sizes and dimensions are illustrated for clients conception of the project and are not to be understood as being exact size or exact scale.

creative Sign
company inc

505 Lawrence Dr.
De Pere, WI 54115
920-336-8900
greenbaysigns.com

CLIENT: R-TEK
LOCATION: 1505 Cornell Rd, Howard WI
DRAWN BY: David Z.
SALESPERSON: Kelli Lax
DATE: 06/16/2011
DESIGN #: D5356
PAGE: 1a3.2
NOTES: X
SCALE: 3/8"=1'
REVISION: 08/29/2011

GROUND MOUNT SIGN
QUANTITY: 2 face
SIZE: 6'8"w x 7'h x 4'd
MATERIAL: .25"t profilled Dibond 6'w x 4'6 3/4"h
SIDES: 4"w x 6'1"h x 4'd Square Pole
COLORS: Black and PMS 3015CPX
MISC: Decroitive Black topper from the Wagner Companies (Post Caps-Pressed).
Steel #5120. This will most likely be painted

- ART REQUIRED
- FONTS REQUIRED
- ART TO BE CLEANED UP
- SURVEY REQUIRED
- ART ON FILE

CUSTOMER SIGNATURE FOR DESIGN APPROVAL _____
DATE _____

ATTACHMENT IV

