



Meeting Date: 9/19/11
Agenda Item: 15

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 parking lot addition for Fusion (Hi-Tech)
THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER

OWNER/APPLICANT: Fusion Integrated Solutions/Raasch Associates

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 +/- 14 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

None.

ATTACHMENTS

- I** Location Map
- II** Completed Plan Review Application
- III** Letter Detailing Purpose of Project
- IV** Site Demolition Plan
- V** Site Grading Plan
- VI** Site Paving Plan

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) 416 Security Boulevard	LOT # 39 CSM 197	SUBDIVISION	TAX PARCEL # VH1497-1
PROPERTY OWNER	PROPERTY OWNER'S FULL NAME Fusion Integrated Solutions, LLC	DAYTIME PHONE # 920-593-4203	ALTERNATE PHONE #	
	PROPERTY OWNER'S MAILING ADDRESS (Include Zip Code) 416 Security Boulevard, Suite 5, Green Bay, WI 54313	PROPERTY OWNER'S E-MAIL ADDRESS judley@fusion-etc.com		
APPLICANT/ AGENT	APPLICANT/AGENT FULL NAME AND BUSINESS NAME Raasch Associates, Inc.	APPLICANT/AGENT PHONE # 920-434-2128	ALTERNATE PHONE #	
	APPLICANT/AGENT MAILING ADDRESS (Include Zip Code) 400 AMS Court, Green Bay, WI 54313	APPLICANT/AGENT E-MAIL ADDRESS tkaters@raaschassoc.com		
USE	BRIEFLY DESCRIBE THE EXISTING AND PROPOSED USE OF THE PROPERTY Office Building			
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

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 BOUND 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

Integrated Properties, LLC
An affiliate of Fusion Integrated Solutions, LLC
416 Security Boulevard · Suite 4 · Howard, WI 54313
(920) 593-4200 · (920) 593-4201 (FAX)



September 2, 2011

Village of Howard
2456 Glendale Avenue
Green Bay, WI 54313

Subject: Parking Lot Expansion

Enclosed please find drawings representative of our plans to expand the parking lot at our facility located at 416 Security Boulevard, Howard, WI 54313. The property is owned by my company, Integrated Properties, LLC, an affiliate of Fusion Integrated Solutions, LLC ("Fusion")

This expansion is necessary to accommodate a recent hiring surge within Fusion. In July, 2009, the Village provided funding to Fusion (f/k/a "HiTech Integrated Solutions, LLC") in support of business expansion plans. As the result of that project, Fusion not only added the seven full-time equivalent employees per the loan commitment, but has also added an additional 10 full-time employees to its Howard-based staff.

The parking lot expansion is key to providing safe and quality parking for our tenants, their employees, and their clients.

Thank you, in advance, for your prompt attention. Time is of the essence with this project as we wish to execute the expansion while the weather permits.

Sincerely,

A handwritten signature in cursive script that reads 'Seaphes R. Miller'.

Seaphes R. Miller
Managing Member

cc: Mr. Jim Dudley, Operations Leader, jdudley@fusion-etc.com, (920) 593-4203
Mr. Don VanBeckum, Property Manager, dbanbeckum@fusion-etc.com, (920) 593-4217

ATTACHMENT IV

Copyright © 2011, James Korotev, Inc. 416 SECURITY BOULEVARD, SUITE 5, GREEN BAY WI 54313 FUSION INTEGRATED SOLUTIONS, LLC	RAASCH ENGINEERING ARCHITECTURE 400 EAST CLINT GREEN BAY, WISCONSIN 54304 920.434.2128 www.raasch.com	SHEET TITLE: SITE DEMOLITION PLAN	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>MARK</th> <th>DATE</th> <th>ISSUED FOR</th> </tr> <tr> <td>A</td> <td>09/20/11</td> <td>SITE PLAN REVIEW</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>PROJECT NO:</td> <td>101-10-101-049</td> </tr> <tr> <td>CDWG FILE:</td> <td>101-10-101-049</td> </tr> <tr> <td>DATE:</td> <td>09/20/11</td> </tr> <tr> <td>DRAWN BY:</td> <td>JK</td> </tr> <tr> <td>CHECKED BY:</td> <td>JK</td> </tr> <tr> <td>SHEET NUMBER:</td> <td>C101</td> </tr> </table>	MARK	DATE	ISSUED FOR	A	09/20/11	SITE PLAN REVIEW										PROJECT NO:	101-10-101-049	CDWG FILE:	101-10-101-049	DATE:	09/20/11	DRAWN BY:	JK	CHECKED BY:	JK	SHEET NUMBER:	C101
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PROPERTY: LEGAL DESCRIPTION: LOT 6 LANGRISH GREEN BUSINESS PARK
 PART OF THE 1/4 AC. SEC. 16, T.12N. R.12E. S.43S. GREEN BAY, WI. 54304
 PART OF THE 1/4 AC. SEC. 16, T.12N. R.12E. S.43S. GREEN BAY, WI. 54304
 PARCEL NUMBER: 101-101-1

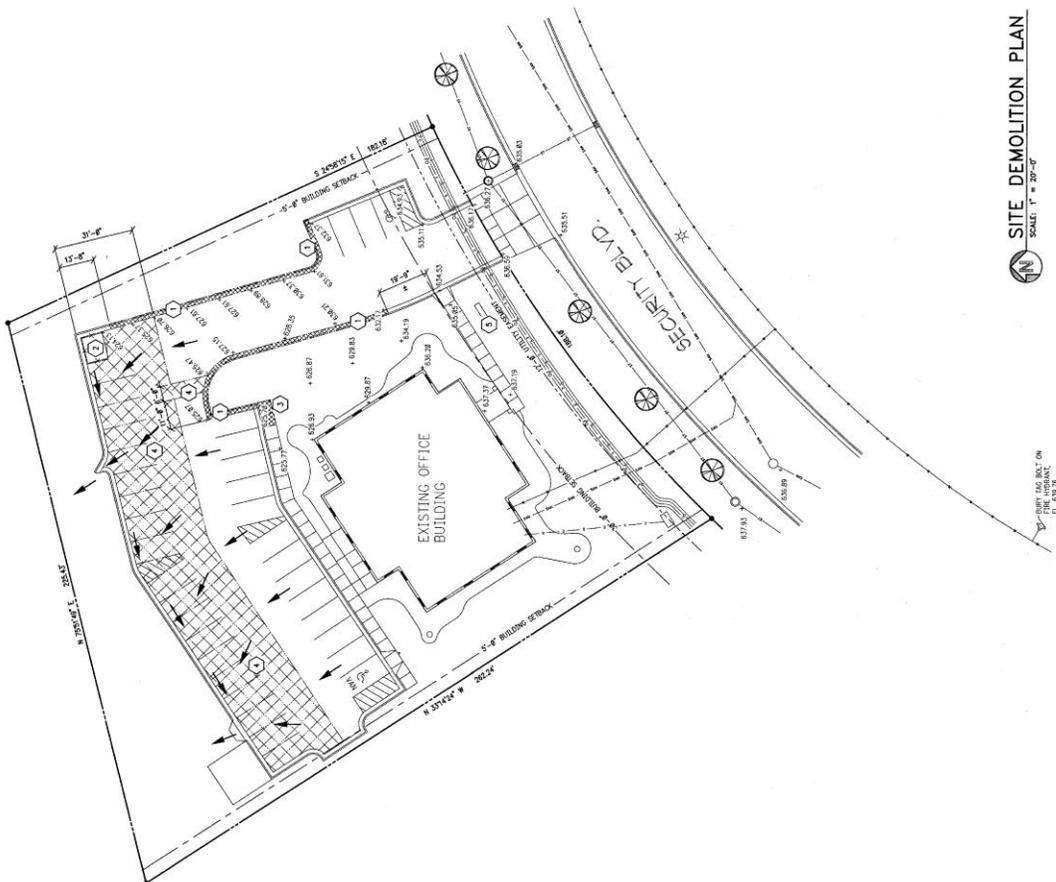
GENERAL DEMOLITION NOTES:

- 1. SET AT THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO OBTAIN THE NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.
- 2. BEFORE DEMOLITION BEGINS, INSTALL EROSION CONTROL MEASURES. SEE SHEET 02E.
- 3. ALL DEMOLITION WORK SHALL BE PERFORMED WITH THE CARE AND PRECAUTIONS OF A PROFESSIONAL CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES TO REMAIN. ALL DEMOLITION WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LOCAL ORDINANCES AND REGULATIONS. ALL DEMOLITION WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LOCAL ORDINANCES AND REGULATIONS. ALL DEMOLITION WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LOCAL ORDINANCES AND REGULATIONS.
- 4. REMOVE ALL UTILITIES BEFORE REMOVAL OF FINAL DEPOSITION.
- 5. REMOVE ALL WORK AS INDICATED IN THE DEMOLITION SET.
- 6. REMOVE PORTIONS OF EXISTING CONSTRUCTION AS DRAIN AND PATCH TO MATCH EXISTING CONSTRUCTION.
- 7. OVERHEAD UTILITIES ARE NOT SHOWN ON THE PLAN.
- 8. EXISTING UTILITIES ARE NOT SHOWN ON THE PLAN.
- 9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES TO REMAIN. ALL DEMOLITION WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LOCAL ORDINANCES AND REGULATIONS. ALL DEMOLITION WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LOCAL ORDINANCES AND REGULATIONS.

DEMOLITION NOTES:

1. REMOVE PORTION OF EXISTING CONCRETE CURB TO EXIST SPUNK.
2. EXISTING DAMAGED INCLUSIVE AND CONCRETE SLAB TO REMAIN.
3. EXISTING DAMAGED INCLUSIVE AND CONCRETE SLAB TO REMOVE.
4. EXISTING DAMAGED INCLUSIVE AND CONCRETE SLAB TO REMOVE.
5. REMOVE PORTION OF EXISTING ASPHALT PAVING TO EXIST SPUNK.
6. EXIST. SIGN.

- LEGEND**
- XXXXX (MULTI-WAY EXISTING GRAB)
 - (CORNER OF WATER/ION)
 - (PROPERTY LINE)
 - (SEWER)
 - (EXIST. GAS LINE)
 - (EXIST. FIBER OPTICS)
 - (EXIST. WATER LINE)
 - (EXIST. SANITARY DRAIN LINE)
 - (EXIST. STORM SEWER LINE)
 - (EXIST. ELECTRIC)
 - (EXISTING TIE)
 - (LIGHT PALE)
 - (FIRE HYDRANT)



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

EXISTING SIGN TO BE REMOVED ON FIRE HYDRANT. E.L. 636.76

