



Meeting Date: 6/20/11
Agenda Item: #15

Mission Statement

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

PLAN COMMISSION STAFF REPORT

REPORT TO: President Burt McIntyre & Village Plan Commission

REPORT FROM: James Korotev, Director of Code Administration

AGENDA ITEM: Review and take action on a plan for a new sign at Trailside Storage, 2239 O'Connor Road, VH-747-B-715.
THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER

OWNER/APPLICANT: Jim Holschuh/Trailside Storage

POLICY ISSUE

Is the plan consistent with the trend of development in the neighborhood and with the desires of the Village for development at this location?

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.

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 INFORMATION

The applicant is requesting approval to erect a new sign at Trailside Storage, 2239 O'Connor Road, VH-747-B-715. Plan Commission review is required per Section 50-500(4) of the Zoning Ordinance which requires the following:

No building or any improvement shall be erected, placed, or altered on any building site in the Business (B-1) zoning district 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 to the Business (B-1) zoning district. Failure on the part of the village plan commission to act within 60 days of submission shall constitute approval of such plans.

EXECUTIVE ANALYSIS

1. **Zoning:** The property is properly zoned for the existing use.
2. **Setbacks:** The proposed sign meets the minimum setback requirements of the Zoning Ordinance.
3. **Parking:** N/A.
4. **Floodplain, Shoreland Zoning & Stormwater Management:** N/A.
5. **Land Division:** N/A.
6. **Lighting:** N/A.
7. **Lot and Width Area:** N/A.
8. **Driveway Locations:** N/A.
9. **Signage:** The proposed sign complies with the sign regulations set forth in the Zoning Ordinance.
10. **Garbage:** N/A.
11. **Landscape:** N/A.

CODE REQUIRED CONDITIONS

- (1) Compliance with Article VI of the Zoning Ordinance (Sign Regulations).

STAFF RECOMMENDED CONDITIONS

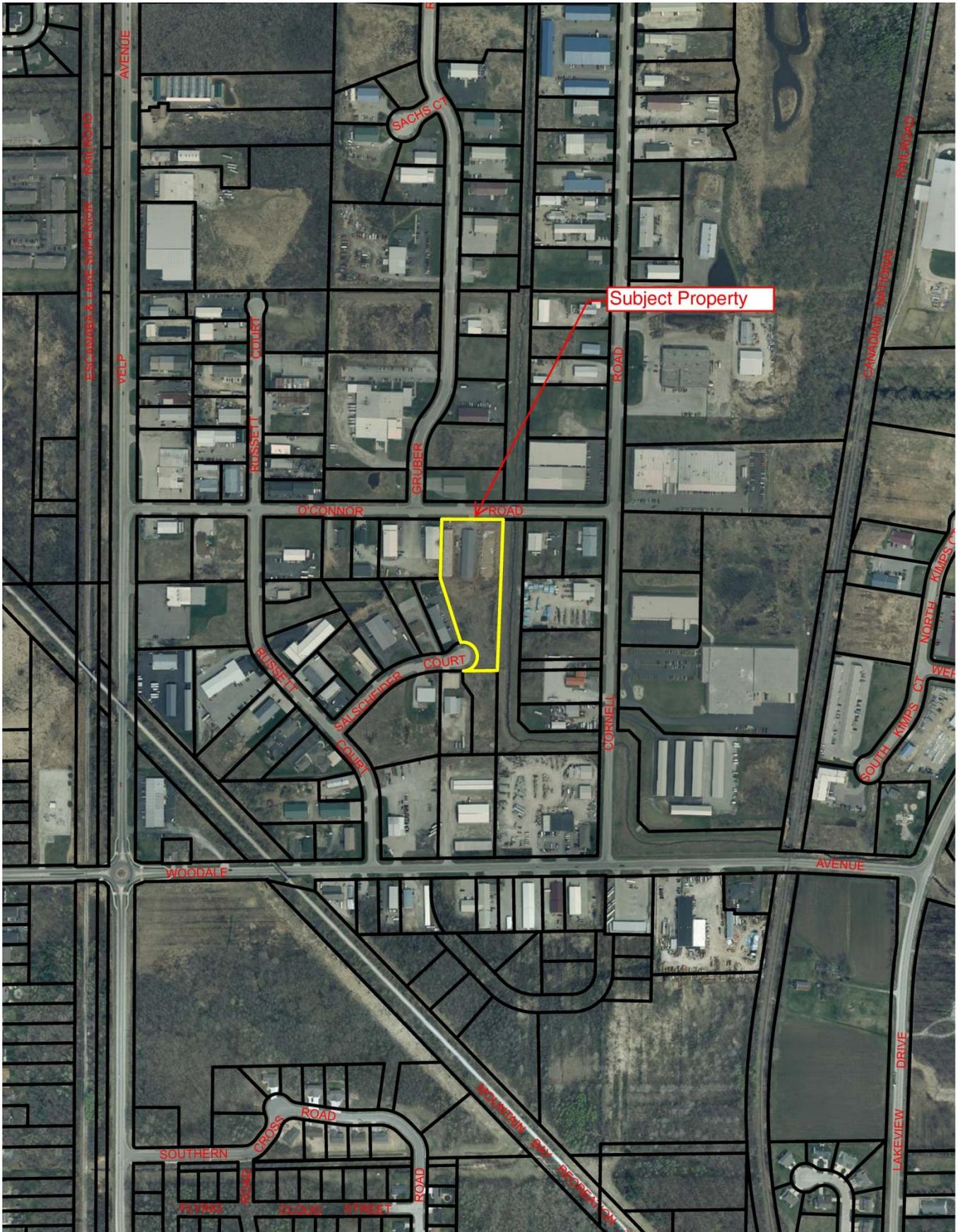
1. This property could benefit from some landscaping, regardless of how sparse. For comparison purposes the following landscape regulations apply in the Brookfield Industrial Park:

A minimum of twenty-five (25) percent greenspace is required for the overall site. The front yard area of the site be graded, landscaped, and planted with trees, shrubs, ground cover, and appropriate natural landscaping materials, and shall be in place within one (1) year after occupancy of building. Landscaping shall relate to buildings and paved surfaces as to scale, mass, size, shape, and color. At time of planting, vegetation shall be of sufficient size as to noticeably enhance the site (i.e. whips are inappropriate as primary landscaping elements). Existing trees should be preserved whenever possible and may be substituted for part of the required landscaping. Plant material shall be of hardy quality, preferable native of Wisconsin. Weedy or short-lived trees such as Box Elder, Poplar, American Elm, or Willow shall not be acceptable. Property owners shall be responsible for maintenance of vegetation and replacement of any defective plant material.

ATTACHMENTS

- I** Location Map
- II** Completed Plan Review Application
- III** Site Plan Enlarged
- IV** Site Plan
- V** Elevation View of Sign
- VI** Dimensional Information

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



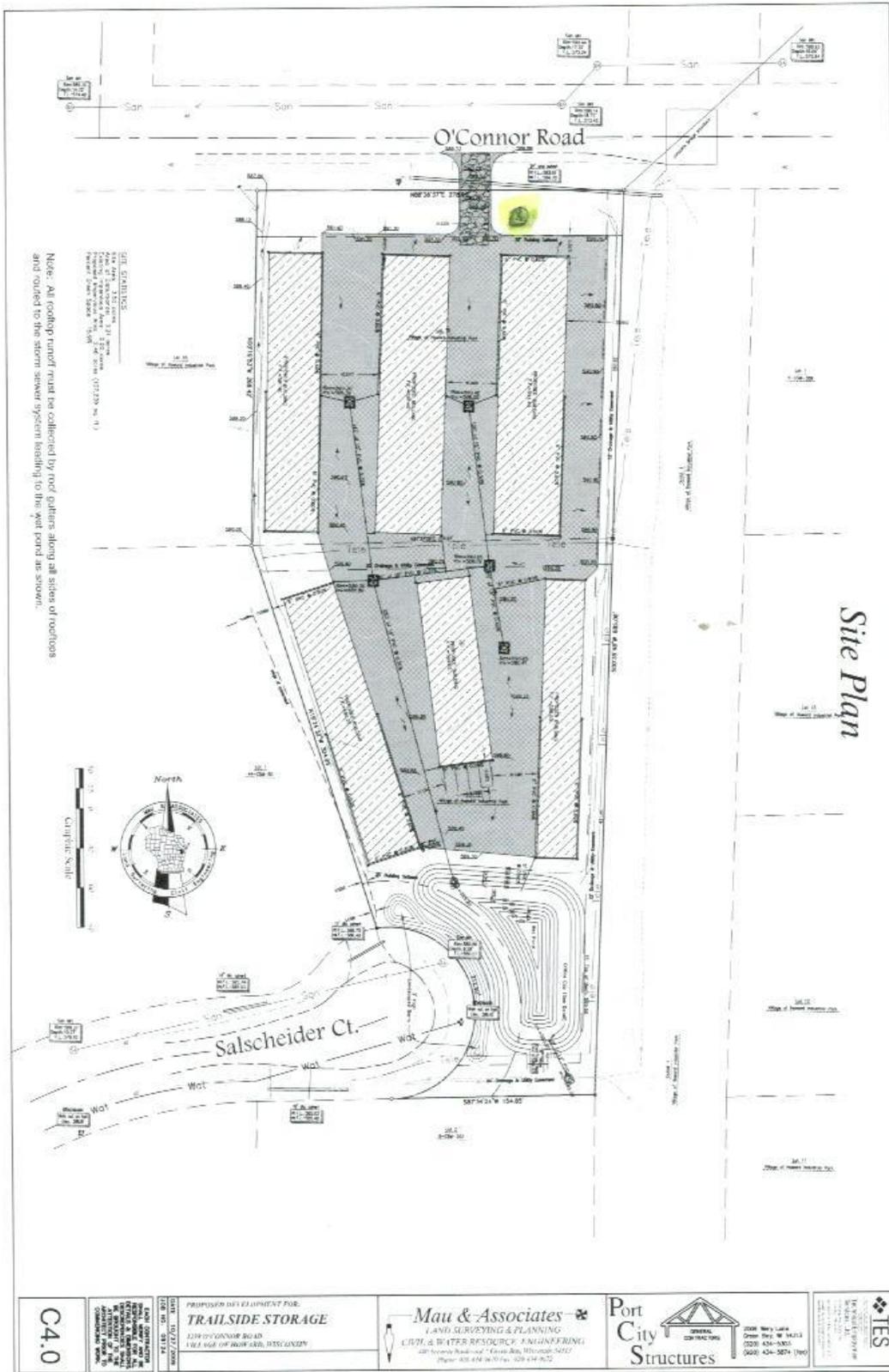
**APPLICATION FOR
 PC PLAN APPROVAL**

IMPORTANT INFORMATION FOR APPLICANTS

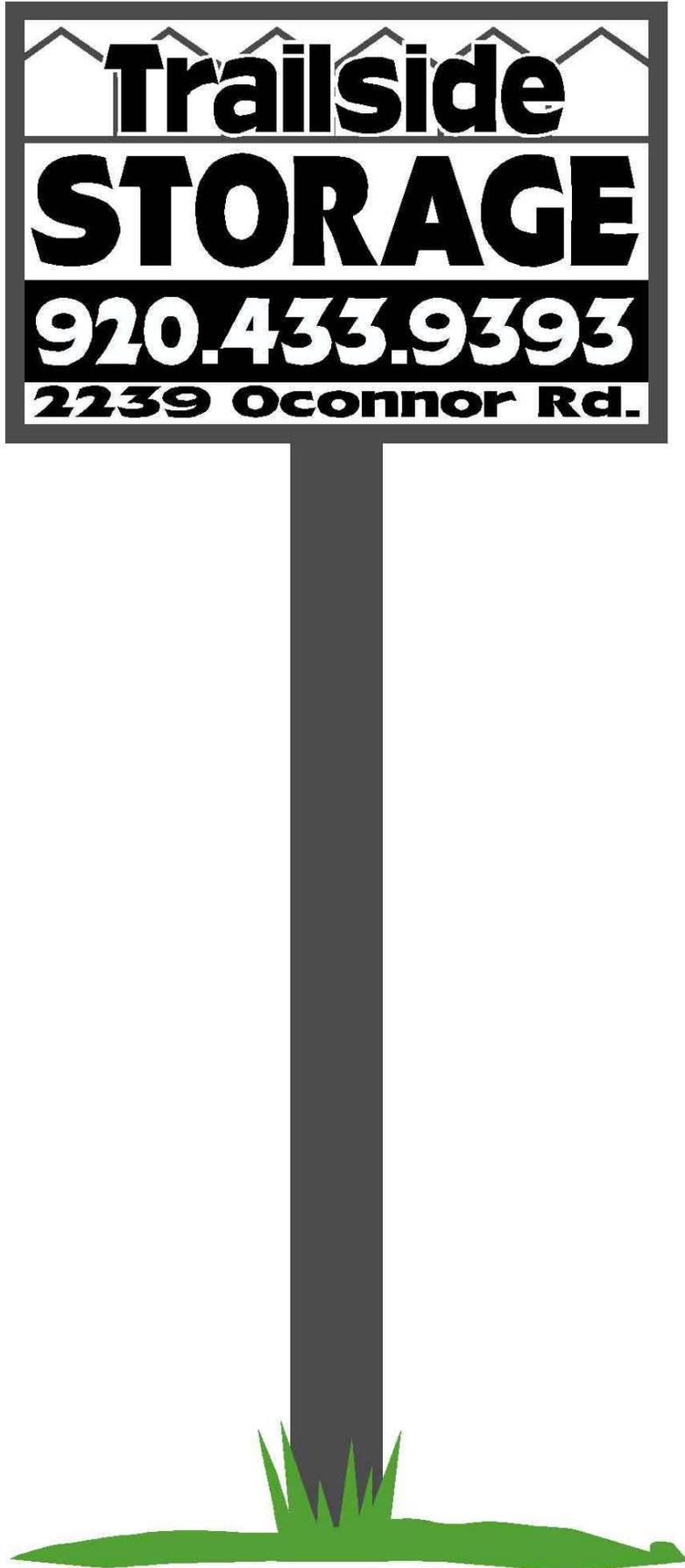
(1) INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED OR PROCESSED
 (2) YOU MAY USE YOUR COMPUTER KEYBOARD TO FILL OUT THIS APPLICATION FORM
 (3) PLEASE SUBMIT COMPLETED APPLICATIONS TO THE DEPARTMENT OF CODE ADMINISTRATION AT THE ABOVE ADDRESS

LOCATION	ADDRESS OF SUBJECT PROPERTY (Street Number and Name)	LOT #	SUBDIVISION	TAX PARCEL #
	2239 O'CONNOR RD			VH 747 B 715
PROPERTY OWNER	PROPERTY OWNER'S FULL NAME	PROPERTY OWNER'S PHONE #		
	Trailside Storage LLC	920 434 9393 621 0531		
APPLICANT/ AGENT	PROPERTY OWNER'S MAILING ADDRESS (Include Zip Code)	PROPERTY OWNER'S E-MAIL ADDRESS		
	3700 Velp Ave	Holschuhcollision@TDS.net		
USE	APPLICANT/AGENT FULL NAME (AND BUSINESS NAME)	APPLICANT/AGENT PHONE #		
	Jim Holschuh			
SUBMITTALS	APPLICANT/AGENT MAILING ADDRESS (Include Zip Code)			
	APPLICANT/AGENT E-MAIL ADDRESS			
SPECIFICALLY DESCRIBE THE EXISTING AND PROPOSED USE OF THE PROPERTY				
mini warehouse complex				
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.				
<p>Exterior Building Design (required for all new buildings, additions and exterior alterations to existing buildings)</p> <ul style="list-style-type: none"> 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) <p>Site Features (required for all projects)</p> <ul style="list-style-type: none"> 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) <p>Landscaping (required for all projects where landscaping will be installed or altered or where required by the Plan Commission)</p> <ul style="list-style-type: none"> 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.) <p>Exterior Lighting Features (required where exterior lighting fixtures will be installed or altered)</p> <ul style="list-style-type: none"> 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) <p>Signage Details (required for all projects where signage exists or where new signage will be installed)</p> <ul style="list-style-type: none"> 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
	Jim			5/24/11
<p>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.</p>				

ATTACHMENT IV



ATTACHMENT V



ATTACHMENT VI

