

Memo

To: Plan Commission

Fr: Tracy Flucke, Administrator

Re: Site Plan Review for Wyndemere Estate – 3001 Riverside Drive

Date: September 10, 2013

Wyndemere Estate at 3001 Riverside Drive will be going through the Site Plan Review process for approval for additions to their current facility.

The project manager and owner met with staff to discuss the proposed plans in August. After our meeting and discussions – staff documented several items the developer needed to take address. The memo and letter in regard to this are attached.

Also Roger Retzlaff looked at the plan when we met to review last month's agenda and had the following comments which were not shared with the developer. Mr. Retzlaff was concerned with the pillars not being brick to the roof line and a snow trap between buildings. I did have the Building Inspector look at the snow trap area and because the buildings are not touching he said there would not be a concern with snow trap.

Attached also are site plans and additional information from the developer.

Plan Commission is asked to make a recommendation in regard to site plan review for Wyndemere Estate and send on to the Village Board for final approval.



TO: Mark Nysted, Keller Inc.

Randall Monfort, Wyndemere Estate

FR: Tracy Flucke, Administrator *TF*

RE: Staff Site Plan Review for Project

Date: August 14, 2013

Follows are the notes from our August 8, 2013 staff consult meeting for the Wyndemere Estates project.

Fire Department: Letter dated August 8, 2013 is attached.

Building Inspection and Administration:

- 1) Second access off Riverside – provide letter from state giving approval for additional access.
- 2) Building Materials – vinyl siding is approved to use – must match existing siding.
- 3) Building facing Riverside Drive – must be brick- no vinyl siding allowed on west facing building sections
- 4) Landscaping plan needed
- 5) Lighting plan needed – including placement of fixture, type of fixture, pole height, wattage and coverage
- 6) Parking plan showing handicapped parking spaces – note new spaces must meet current code size requirements.
- 7) Lighted Sidewalk required on driveway leading to new south parking area.
- 8) New plans and all Site Plan review materials must be received by noon on September 16th to be placed on the September 23rd Plan Commission meeting.

Public Works Department:

- 1) Preliminary storm water concept plan must be completed and submitted for review.
- 2) Erosion control plan must be submitted as part of storm water management plan.

Please get back to me with any questions or clarifications. I can be reached at (920) 448-2800 or by email tracy@villageofallouez.com

I look forward to working through a successful building process with you both.

Enclosure



Fire Department

Fire Marshals Division
Captain Joe Gabe

August 8thst 2013,

Tracy Flucke-Administrator
Village of Allouez
1900 Libal Street
Green Bay, WI 54301-2453

RE: Fire Site Plan Reviewer comments Wyndemere Estate Addition

Dear Ms. Flucke,

Attached are the GBMFD requirements for the Wyndemere Estate Addition:

- GBFD requires that all FDC and Standpipe connections are five inch Storz brand connections. If the FDC or Standpipe connection is higher than 36 inches above finished grade, then you will be required to install one thirty three and a third down degree angle connection on the five in Storz connection. IFC 903.3.7.
- GBFD will require a Knox box brand lock box on the first building entrance of the driveway. The Knox Box brand locking boxes can be purchased by calling (920) 448-3280 and requesting a Knox Box brand locking box packet. IFC #506.1 and 506.1.1.
- CO detectors will be required to be hardwired in to the facility per Wisconsin State Legislative Act 205 which has been in effect since October 1st 2008.

If you have any questions please feel free to contact the Green Bay Fire Metro Marshal's Office at (920)448-3289.

Respectfully,

Captain Joe Gabe
Fire Marshal's Office
Green Bay Fire Department
Phone-(920)448-3289