

**DEVELOPER CHECKLIST FOR COMPLETION OF
SITE PLAN REVIEW SUBMITTAL**
(\$125 required application fee)

Name of project: Village View Apartments
Address of project: 3415 Hilltop Way Green Bay WI 54301
Name of developer: Hillcrest Homes Name of owner: Harry Macco

***To be considered for the site plan review process, this checklist must be completed and submitted with the requested items listed below, required fees, and the erosion control and storm water management permit application as stated in Village ordinance 11.29.*

All site plans and subsequent revisions must be dated and drawn to an engineering scale no greater than one (1) inch equals one hundred (100) feet. Complete site plans shall include the following:

- | | |
|---|---|
| <p><input checked="" type="checkbox"/> 1. One (1) full size plan set.</p> <p><input checked="" type="checkbox"/> 2. Fifteen (15) eleven (11) inches by seventeen (17) inches plan sets.</p> | <p><input checked="" type="checkbox"/> 3. One (1) digital copy (either a CD or DVD) containing AutoCAD.dwg files referenced to the Brown County Coordinate System NAD83, NAV88.</p> |
|---|---|

All plan sets shall include the following information:

- | | |
|--|--|
| <p><input checked="" type="checkbox"/> 1. Name and street address of project/development.</p> <p><input checked="" type="checkbox"/> 2. Name and mailing address of developer/owner.</p> <p><input checked="" type="checkbox"/> 3. Name and mailing address of engineer/architect.</p> <p><input checked="" type="checkbox"/> 4. North point indicator.</p> <p><input checked="" type="checkbox"/> 5. Scale.</p> <p><input checked="" type="checkbox"/> 6. Boundary lines of property, with dimensions.</p> <p><input type="checkbox"/> 7. Location, identification, and dimensions of existing and proposed:</p> <p style="margin-left: 20px;"><input checked="" type="checkbox"/> Topographic contours at a minimum interval of two (2) feet</p> <p style="margin-left: 20px;"><input checked="" type="checkbox"/> Adjacent streets and street rights-of-way</p> <p style="margin-left: 20px;"><input checked="" type="checkbox"/> On site streets and street rights-of-way</p> <p style="margin-left: 20px;"><input checked="" type="checkbox"/> Utilities and utility easements for electric; natural gas; telephone; water; sewer (sanitary and storm); fiber optic lines; and antenna, satellite dishes, and other</p> | <p>communication poles and transmission lines</p> <p><input checked="" type="checkbox"/> All buildings and structures</p> <p><input checked="" type="checkbox"/> Parking facilities (with provisions for bicycles, scooters, and motorcycles)</p> <p><input checked="" type="checkbox"/> Water bodies and wetlands (including flood plain and floodway delineations)</p> <p><input checked="" type="checkbox"/> Surface water holding ponds, drainage ditches, and drainage patterns</p> <p><input checked="" type="checkbox"/> Sidewalks, walkways, trails, and driveways</p> <p><input checked="" type="checkbox"/> Off street loading areas and docks</p> <p><input checked="" type="checkbox"/> Fences and retaining walls</p> <p><input checked="" type="checkbox"/> All exterior signs</p> <p><input checked="" type="checkbox"/> Exterior refuse storage/collection areas</p> <p><input checked="" type="checkbox"/> Exterior lighting</p> <p><input checked="" type="checkbox"/> Traffic flow on and off site</p> <p><input checked="" type="checkbox"/> 8. Location of open space.</p> <p><input checked="" type="checkbox"/> 9. Site statistics, including site square footage, percent site coverage, percent open space, and floor area ratio.</p> |
|--|--|

- ☒ 10. Location and dimensions of proposed outdoor display areas.
- ☒ 11. Architectural rendering of the proposed structures and buildings, including all exterior dimensions, gross square footage of existing and proposed buildings and structures, and the description of all exterior finish materials.
- ☒ 12. Erosion control plans.
- ☒ 13. A staging plan for any projects involving more than one phase or construction season, including the timeline of construction, the proposed uses and structures of various service facilities, and the estimated completion dates.
- ☒ 14. Impact analysis to effects of a proposed development on activities, utilities, circulation, surrounding land uses, community facilities, noise, environment, and other factors.
- ☐ 15. Other information, not mentioned in Village Ordinance 11.29, considered pertinent by Village of Allouez staff and/or the developers shall include, but is not limited to:
 - ☒ Identification of adjacent properties within 200 feet of all boundaries and depiction of structures on those properties.
 - ☒ Location, identification, and dimensions of existing and proposed grading plans.
 - ☒ Location, identification, and dimensions of existing and proposed landscaping.
 - ☒ Location, identification, and dimensions of existing and proposed photometric lighting plans.
 - ☒ Storm water management plans.

Contact Information:

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

Phone: (920)448-2800

Fax: (920)4482850

Email: tracy@villageofallouez.com

Forms for Site Plan Review and the Village ordinances may be found at the Village website:

<http://www.villageofallouez.com/>

May 22, 2014

Village of Allouez

Attn: Trevor

1900 Libal Street

Green Bay, WI 54301-2453



Re: Developer Checklist for Site Plan Review Submittal for: 3415 Hilltop Way

Trevor,

This is a follow up on Tracy's request for information on our new Village View Apartment plan for 3415 Hilltop Way.

1. Name & Address of project-on plan
Valley View Apartments 3415 Hilltop Way Green Bay, WI
2. Name & mailing Address of Developer/Owner-on plan
Hillcrest Homes 2986 County Road PP De Pere, WI
3. Name & Address of Architect-on plan
Bay Architect LLC. 901 Parkview Road Green Bay, WI
4. North Point Indicator-on plan
5. Scale-on plan
6. Boundary lines of property, with dimensions-on plan
7. Topographic contours-on plan
Adjacent streets & rights-of-way-on plan
Utilities-on Mach IV plan
Parking, Bicycle, Scooter, and Motorcycle parking-on Mach IV plan
Floodplain-on Mach IV plan
Surface water holding ponds, etc-on Mach IV plan
Sidewalks & drives-on plan
Exterior Sign-on plan
Exterior refuse/collection areas-on plan
Exterior lighting-on plan
Traffic flow-on plan
8. Location of open space-on plan
9. Site statistics-on plan
10. N/A
11. Architectural rendering-Enclosed
Building & Materials: Apartment Building-all brick, Treated porch posts and deck,
Cornice-all aluminum. Garage exterior: Vinyl Siding, Cornice-aluminum.
12. Erosion Control plans: See Mach IV plan

13. N/A
14. Impact analysis- Utilities-no negatives. Surrounding Land Uses-see attached plan.
Noise & environment-no negatives
15. Show adjacent properties-on plan
Proposed Grading plan-See Mach IV
Landscaping-see Willems plan
Proposed photometric lighting plans-See VDH plan
Storm Water Management Plan-See Mach IV plan

Letter of other items missed per Ann Patteson:

- A. Upgrade Site Plan drawing-see new plan
- B. Storm Water and Erosion Permit Application-See Mach IV plan
- C. Sign Rendering- see enclosed
- D. Grading Plan-See Mach IV plan (Revised 5/22/14)
- E. Landscaping Plan-Enclosed (Revised 5/20/14)
- F. Lighting Plan-See revised VDH plan (Revised 5/21/14)
- G. Storm Water Management-See Mach IV plan (Revised 5/22/14)

Other items:

- A. New Name of Project: Village View Apartments
- B/C. Rear of garages to have brick columns every 24'
- D. We have removed the bicycle parking from the scooter/motorcycle parking. We show two (2) bicycle parking spots on the plan-shown on a concrete slab-see enclosed picture.
- E. Trash area has been moved to the south end of the easterly garages and totally enclosed per Village ordinance.
- F. Barrier free apartments-one needed per code-see plan for apartment #18
- G. Air Conditioner Units-all two bedroom units have two (one in the bedroom and one in the living room)
- L. Sign- Sign post is 6" treated wood post, base to be 6x6 treated wood with an option to upgrade to brick to match building.

Sincerely,



Harry Macco

HM/ab

Enclosures

May 22, 2014

Village of Allouez
Attn: Trevor
1900 Libal Street
Green Bay, WI. 54301



Trevor,

3415 Hilltop was zoned for seventy-four (74) apartments, which was totally demolished by fire in May, 2013. The new building will be called Village View Apartments.

This is in regards to the developer checklist for completion of Site Plan Review and other details.

Statement describing the General Character of the intended development.

I am recommending a 48 unit, 2 story, all brick apartment building with 12-1 bedroom apartments and 36-2 bedroom apartments. The price of the apartments will be in the upper range of a 1 & 2 bedroom apartment. 48 garages are also included as well as 51 open parking (4 are handicap accessible). All state codes will be followed in all areas. An elevator is included that will service the second floor. All the apartments have a washer and dryer in them.

Lighting & Exterior Sign-VDH plan

I have enclosed a site map showing a parking area, driveway, and forty-eight (48) garages. This also is our landscaping plan and storm water management plan.

Included is a map from Village of Allouez Engineer Craig Berndt showing the sanitary sewer, water, and storm lines serving this site. (Bob from Mach IV Engineering has reviewed this with Craig.)

Enclosed is a map showing the various property uses on the four (4) sides of the lot and signed by David Van Lanen.

The total cost of the new building and site improvements is to be approximately \$4,500,000.00. The rent range for a one (1) bedroom apartment is approximately \$650-\$690. The rent range for a two (2) bedroom apartment is approximately \$760-\$790. Hillcrest Properties will manage the apartments. We would like to start work on this site as early in the spring as we can with it being complete six (6) months after starting construction.

Engineering standards will be included in the request for final approval.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Harry Macco', is written above the printed name.

Harry Macco

HM/ab

Mach IV

Engineering & Surveying LLC

May 21, 2014

Trevor Fuller
Village of Allouez

RE: Village View Apartments - Resubmittal

Trevor:

Attached are the revised design plans with the following changes based on the review letter from 5/15/14; and the staff meeting on 5/20/14:

1. All parking stalls have been modified to 10'x20'. This change required the addition of stalls to the south end of the building. Forty-eight (48) regular stalls, and four (4) accessible stalls are shown on the plan.
2. At the request of Green Bay Metro Fire Department, we have added an additional 20' of pavement to the east side of the vehicle turnaround (south of the garages on the east side of the site). Per the attached email, Joe Gabe has approved this layout.
3. We are in the process of addressing the stormwater comments from Craig Berndt.
4. The sidewalk along the parking area has been left at a width of 6'.
5. Grading, Utility, and Erosion Control Plans have all been modified per the revised Site Layout.

Please contact me with any questions. Thank you.

Regards,



Brian C. Olesen, P.E.

Brian

From: Joe Gabe <joega@greenbaywi.gov>
Sent: Thursday, May 15, 2014 3:11 PM
To: 'Brian'; 'Ernst, Matthew'
Cc: dan@hillcresthomes-wi.com; Trevor Fuller; rmach@mach-iv.com
Subject: RE: Village View Apartments - Allouez

Trevor and Brian,

The addition 20 feet of pavement on the east side of the turnaround adjacent to and south of the dumpster would give us the 96 foot wide width that is stated in Annex D of the 2009 IFC for a proper turnaround. This would allow our largest ladder to conduct a three point turn to get the ladder turned around to get out of the parking lot. If this extra 20 feet of additional pavement is added to the area in question I am willing to sign off on the site plan.

Thanks,

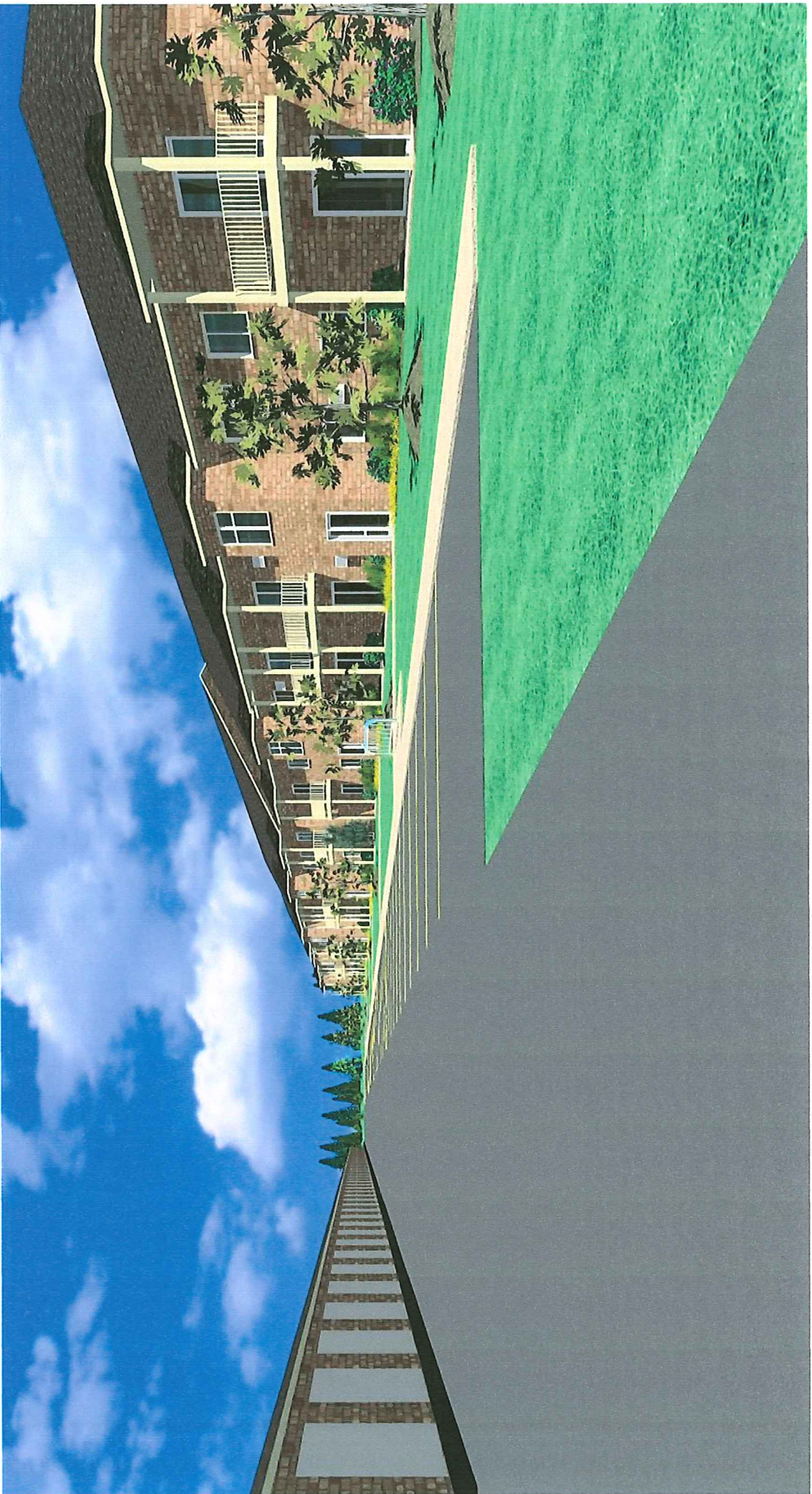
Captain Joe Gabe
Fire Marshal's Office
Green Bay Metro Fire Department
Phone-(920)448-3289
Fax-(920)448-3281



From: Brian [<mailto:bolesen@mach-iv.com>]
Sent: Thursday, May 15, 2014 1:36 PM
To: 'Ernst, Matthew'
Cc: dan@hillcresthomes-wi.com; Joe Gabe; Trevor Fuller; rmach@mach-iv.com
Subject: RE: Village View Apartments - Allouez

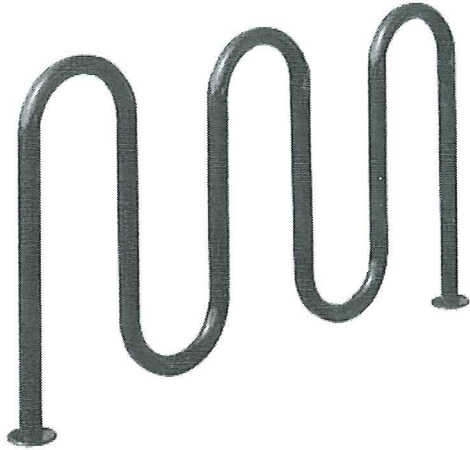
Thanks Matt.

Brian C. Olesen, PE, LEED AP
Mach IV Engineering and Surveying
211 N. Broadway Street, Suite 114
Green Bay, WI 54303
Phone: 920-569-5765
Cell: 920-470-3267
Fax: 920-569-5767
bolesen@mach-iv.com





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Metro 5-Loop Bike Rack with 7-Bike Capacity, Fusion Advantage Finish and Surface Mount

Item #LBR7PVCSURF

Price: \$375 / each

36 1/4"H x 65 1/2"W | 88 lbs |

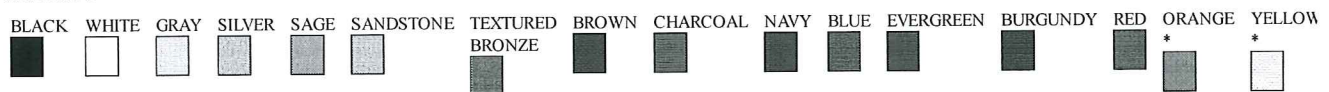
Space-saving Metro bike racks.

The simple yet classic loop design looks great and fits in everywhere-- including tight spaces.

- **20-year limited structural warranty with 7-year finish warranty**
- Constructed from heavy-gauge, steel tubing
- Steel is protected by the patented Fusion Advantage finish that won't rust, fade, peel, chip, crack, mold or mildew
- Fade-resistant, powder coated steel features a state-of-the-art primer proven to prevent rusting
- Bikes can be parked inside each of the upper and lower loops and also on each end
- Allows two points of contact for safe securing of bike frame and wheel
- Predrilled holes for easy surface mounting
- 7-bike capacity
- Matching bike racks with powder coated finish are available

Options

COLOR



Shipping

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When shipping your order, our first choice is to ship UPS. Items that are not heavy (typically under 150 lbs.) can ship via UPS. For heavier items, items with an unusual shape or size, or customer orders with large total weights, we will ship via a common carrier truck. To expedite delivery of your items, please include a physical street address, as we are not able to ship

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94900 Greenbrae, CA 94900

CLIENT: HILLCREST HOMES

BY: AWANDA S

DATE: 3/12/14

IGN #: D7503

PAGE: 4

RN LOG	INTL	DATE	DESCRIPTION
AS	3/13/14	6" POSTS	
AS	3/25/14	FLOWERBED, JUST FACES	

FOR MONUMENT

ITYTY: 1 D/F NON-ILLUMINATED MONUMENT

ACES: (2) 1'D HOU FACES, ROUTED, WITH SUPPORT

HCES: DIGITAL PRINT GRAPHICS, 1ST SURFACE

INTYL: PREMIUM WITH LAM

FONT: OPTIMA BOLD, LEANWOOD TFC BOLD

OSTS: 6" SQ TREATED WOOD POSTS (BY CUSTOMER)

PERBS: 6" SPHERES (BY CUSTOMER)

ITING: DIRECT EMBEDMENT (BY CUSTOMER)

ITION: PRODUCE & SUPPLY FACES FOR MONUMENT, INSTALLED BY CUSTOMER.

CI

☐ 7504 C

☐ 7503 C

☒ X

☐ IE

CER SIGNATURE FOR DESIGN APPROVAL:





