

Memo

To: Village Board

Fr: Trevor Fuller, Planning and Zoning Administrator

Re: PRELIMINARY APPROVAL OF PETITION FROM KRIST OIL – REQUESTING PLANNED DEVELOPMENT DISTRICT ON PARCEL AL-56-2, LOCATED AT 1921 RIVERSIDE DRIVE

Date: 31 July 2015

Attached are the proposed plans submitted by Krist Oil for the preliminary review of the planned development district at 1921 Riverside Drive (attachments 1a & 1b). A representative from Krist Oil will be present at the meeting to talk about the project and answer any questions.

Planned Development District Process

The Village Board is asked to make a decision on the preliminary plan review of the Krist Oil proposal. Preliminary plan approval or disapproval should be on project principle only – whether or not the proposed project would be consistent with the purpose, spirit, and intent of the Village Comprehensive Plan and other village development plans.

Site specific details of the project should be discussed and concerns should be brought to the attention of the developer, however, decision at this stage should be based on whether or not the proposed development fits with the purpose defined in village ordinance 11.25(C) (see attachments 2a & 2b).

Disapproval does not prohibit the petitioner from resubmitting the same or different proposal in the future. Likewise, approval is preliminary only and does not bind the Village of Allouez to final approval of the project.

Staff and Plan Commission Recommendation

Staff has shared initial concerns with the presented site plan with representatives from Krist Oil (please see attachment 3a). Some of these initial concerns include Public Works permitting and review procedures, tree variety and placement, vehicle and bicycle parking, pedestrian accommodations, lighting plan, sign and building design features, site plan layout, and neighboring property access.

Plan Commission reviewed the attached site plans at the July 2015 meeting. At this meeting, Plan Commission made the recommendation on a 5-0 vote to the Village Board to approve the preliminary PDD as presented (please see attached minutes).

The Village Board is asked to approve, disapprove, or table Krist Oil's PDD petition.



KRIST OIL COMPANY

303 Selden Road
Iron River, MI 49935
906.265.6144
Fax 906.265.4495

July 14, 2015

Mr. Brad Lange, Administrator
Village of Allouez
1900 Libal Street
Green Bay, WI 54301-2453

**RE: Planned Development District Petition and Developer Checklist for Planned
Development District Preliminary Approval
1921 Riverside Drive**

Dear Mr. Lange:

Enclosed is the Planned Development District Petition and fee check in the amount of \$500 for the proposed development of the site located at 1921 Riverside Drive at the intersection of West St. Joseph Street. Krist Oil Companies is proposing to develop a Food Mart store on the property previously developed as a used car lot. The proposed Food Mart development includes gasoline and diesel pumps under a canopy.

Also enclosed is the Developer Checklist for Planned Development District Preliminary Approval and fee check in the amount of \$500 along with 15 copies of 11x17 drawings of the existing site plan aerial map, Preliminary Site Plan drawing, and typical Krist Food Mart Building Elevations and business sign. The proposed building is a block building with architectural steel mansard as indicated on the enclosed drawings.

Please do not hesitate to contact me at (906) 265-6144 or krist@kristoil.com if you have any questions, comments, or require additional information.

Sincerely,

KRIST OIL COMPANIES, INC.

A handwritten signature in cursive script that reads "Krist".

Krist Atanasoff
President

There is herewith established a use district to be known as the Planned Development District.

B. Application to Existing Use Districts.

A Planned Development District shall be an overlay zoning district, shall operate as a conditional alternative to the permitted uses and regulations applicable to existing districts, and shall be applicable only to those lands which may be hereafter established as Planned Development Districts by the Village Board. There shall be no more than one Planned Development District established for all or any part of any one parcel of land. Basic underlying zoning requirements and the Site Plan Design and Review Ordinance, Section 11.29 for lands established as a Planned Development District shall continue in full force and effect, and shall be solely applicable, until the day following publication of the ordinance creating the Planned Development District. After such publication, the basic underlying zoning and the Site Plan Design and Review Ordinance Section 11.29 requirements shall continue in force and effect only to the extent that they are not contrary to the requirements of the existing overlaid Planned Development District.

C. Purpose.

The purpose of the Planned Development District and the regulations applicable to the same is to encourage and provide means for effecting desirable and quality development by permitting greater flexibility and design freedom than that permitted under the basic district regulations, and to accomplish a well balanced, aesthetically satisfying Village and economically desirable development of building sites within a Planned Development District. These regulations are established to permit latitude in the development of the building site if such development is found to be in accordance with the purpose, spirit and intent of this ordinance and is found not to be hazardous, harmful, offensive or otherwise adverse to the environment, property values or the character of the neighborhood or the health, safety and welfare of the community. It is intended to permit and encourage diversification, variation and imagination in the relationship of uses, structures, open spaces and heights of structures for developments conceived and implemented as comprehensive and cohesive unified projects. It is further intended to encourage more rational and economic development with relationship to public services, and to encourage and facilitate effective and efficient use of remaining open lands.

D. Definitions.

- (1) Basic Zoning Regulations - means such zoning regulations as are applicable to the use district other than the regulations set forth in this section.
- (2) Building Site - a tract of land controlled by a single owner or owned by a condominium group. The site must be located on a public street or highway, or have direct



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www.villageofallouez.com

Planned Development District Submission Process (Village Ordinance 11.25)

The purpose of the Planned Development District (PDD) is to promote and encourage innovative development, redevelopment, rehabilitation, and conservation projects within the Village of Allouez. A PDD may allow flexibility in development and encourage the use of site planning techniques resulting in developments with unique design, character, and quality. Because the PDD permits new or innovative concepts in land utilization, not typically authorized in the zoning district of the proposed project, the PDD requires the development of an ordinance specific to the approved development.

The approval of a PDD by the plan commission and Village Board may require the developer to comply with special conditions to ensure the development is not harmful to the environment, property values are not negatively affected, neighborhood character is preserved, engineering and design standards are met and the schedule of implementation is timely. Special attention will also be given to the items listed in Village Ordinance 11.25(G)(5). The project must also be consistent with the purpose, spirit, and intent of the Village Comprehensive Plan.

The following summarize the PDD submission policies and procedures. Typically, a vacant, undeveloped parcel of land and redevelopment of an existing building site requires the developer to follow the PDD process.

Preliminary Approval (approval of proposed project in principle only)

1. The developer shall complete all forms provided by the Village and shall submit the required fees to the Building Inspector. The application shall include the names, mailing addresses, and the telephone numbers of the owners and developers, and a description of the site.
2. The Village Administrator shall coordinate a preliminary discussion between the developer and the plan commission.
3. The plan commission shall submit a written report of the proposed project, explaining the plan commission's recommendations, to the Village Board no later than four months after the developer filed application forms with the Clerk.
4. The developer shall include the detailed information specified in the checklist for PDD preliminary approval, or as stated in the Village Ordinance 11.25(I)(4), as well as other information requested by the plan commission pertaining to the recommendation regarding preliminary approval.

5. The developer does not need to provide detailed construction and engineering plans at the time of the preliminary approval; however, more specific plans may help to expedite the process.
6. The developer shall submit any changes or additions to the plans to the plan commission. The plan commission shall make an appropriate written recommendation to the Village Board for an amendment to be added, if the committee deems the change or addition to be a substantial alteration of the original plan.
7. Approval by the Village Board with or without modifications is preliminary only.

Final Approval (approval of the proposed project in all its terms and details)

1. After preliminary approval, the developer shall submit a petition for final approval to the Village Clerk (executed by the owner of the property), stating the intention to develop such property under the provisions of section 11.25(K).
2. The developer shall submit the PDD site plans as specified in the checklist for PDD final submittal or in the Village Ordinance 11.25(K), as well as any other information considered pertinent by the Village of Allouez.
3. After receiving the recommendation from the plan commission, the Village Board shall decide if they will hold a public hearing to give final approval to the proposed project.
4. Following the hearing, the Village Board shall issue one of the following decisions:
 - a. Final approval as is
 - b. Final approval with modifications
 - c. Referral of the petition to the plan commission for further review with recommendations and comments
 - d. Denial of the petition at present
5. Any amendments submitted by the developer shall be charged an additional fee and must go through the plan commission for review and recommendations to the Village Board.

The Planned Development District shall be enacted only upon final approval by the Village Board, and the passage and publication of an ordinance establishing the Planned Development District.

Contact Information:

Administrator, Brad Lange
Allouez Village Hall
1900 Libal Street
Green Bay, WI 54301-2453

Phone: (920) 448-2800
Fax: (920) 448-2850
Email: brad@villageofallouez.com

Forms for a Planned Development District and details pertaining to the Allouez Village ordinances may be found at the Village website: <http://www.villageofallouez.com/>

Trevor Fuller

From: Trevor Fuller
Sent: Friday, July 17, 2015 4:44 PM
To: Krist Atanasoff [REDACTED]
Cc: Brad Lange; [REDACTED] Richardson, Craig
Subject: RE: Allouez - PDD Application and Prelim Plan Review

Hello Krist,

It was great meeting with you guys the other day. After looking over the project further, I just wanted to follow-up with some review comments that will be brought up at the plan commission meeting on the 27th. The comments reflect what is generally required in our zoning ordinances for convenience stores/gas stations, as well as comments from our comprehensive plan. As we discussed the other day, the PDD process can allow for some flexibility from these rules, but I wanted to be sure you are prepared with where the plan commission will be starting from.

Below I also included the link to the map of the DOT project for your area. You will have to zoom in to see your property, but the red is what they will be acquiring and the yellow shows a temporary easement.

<http://wisconsin.gov/Documents/projects/by-region/ne/wis57/wis57prefaltnorth2015.pdf>

Andy Fulcer is the primary contact for this project from the DOT. His information is [REDACTED] and [REDACTED]

General Zoning:

- 1 street tree per 100 feet of lot frontage
- 20% of the lot area should remain open space
- 1 tree per 1000sqft of gross store floor area
- Parking stall size is good
- You might be just shy the number of parking stalls (1 space per two employees on shift per 1000sqft, plus 1 space per 200sqft of the store – the plan can include an adjacent property parking easement)
- U-shaped, bike hitch, or rounded bike racks are suggested
- Canopy supports should be matching brick of main building
- Separated driving lanes for ingress and egress (a concrete refuge for crossing pedestrians)
- Pedestrian accommodations from St. Joseph Street
- All lights should be dark-sky compliant
- Comprehensive Plan calls for developments with smaller setbacks and buildings that are more pedestrian friendly (bringing the building closer to St. Joseph would more accurately reach this goal)

Our sign code does not allow for flexibility with PDD process:

- Total sign area cannot exceed 300sqft per property
- Total wall signs cannot exceed 72 square inches per lineal feet of lot frontage
- Wall signs cannot extend further than 18 inches from the wall they are mounted
- The setback of the monument sign cannot be greater than the height of the sign
- The maximum height of a monument sign is 8 feet
- Total area for a monument sign cannot exceed 64sqft

Please let me know if you have any questions or if I can help in any way. I look forward to speaking with you more. Have a great weekend!

Trevor

Trevor Fuller