Agenda Item	Number	6	
7.00			

Memo

To: Plan Commission, Village Board

Fr: Trevor Fuller, Planning and Zoning Administrator

Re: ACTION RE: REQUEST FOR SMALLER THAN REQUIRED PARKING STALLS AT 3200 RIVERSIDE DRIVE, WILLOWBROOK OFFICE BUILDING

Date: 18 April 2019

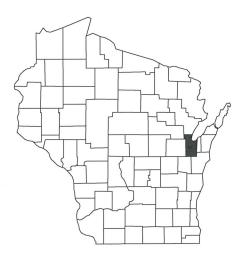
Attached are plans to construct an additional 58 stalls at the Willowbrook Office Building located at 3200 Riverside Drive. The property currently has 393 surface parking stalls, well above the number required for this use. The additional 58 stalls would be to meet the market demand, as the building was recently remodeled for additional tenants. The property owner is requesting permission to construct 9'x20' parking stalls, instead of the required 10'x20', to minimize the hard surface coverage on the lot (required is 50% pervious surface; proposed is 75%).

The Plan Commission is asked to recommend or not recommend the request for smaller stall size.

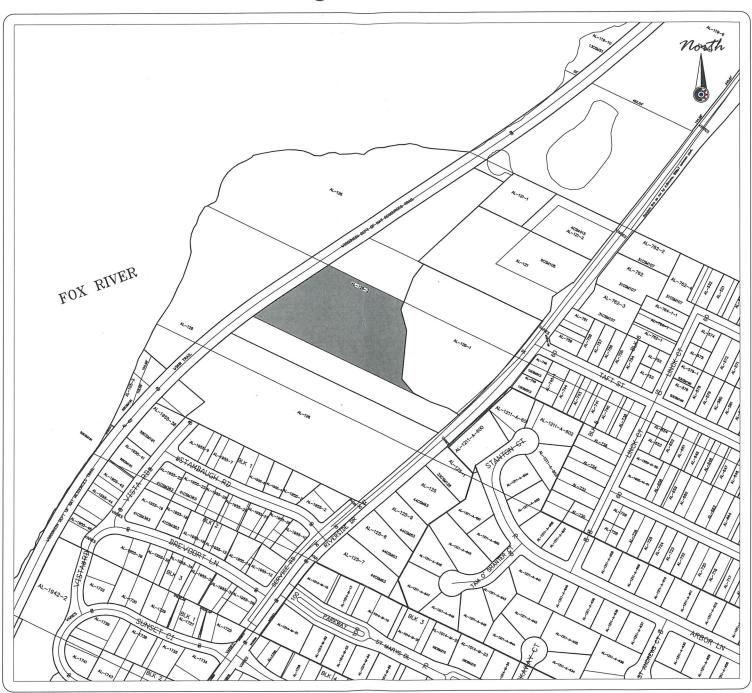
WILLOWBROOK OFFICE BUILDING

PARKING LOT EXPANSION

Village of Allouez







Vicinity Map (not to scale)

Mau & Associates

LAND SURVEYING & PLANNING CIVIL & WATER RESOURCE ENGINEERING

Phone: 920-434-9670 Fax: 920-434-9672

Project Information

Owner(s):

Marilyn Gardner

Project Name:

Willowbrook Office Building, Parking Lot Expansion

Project Description:

Add an additional 58 parking stalls

Project Address:

3200 Riverside Drive

Contact Information

Owner(s):

Marilyn Gardner PO Box 22066 Green Bay, WI 54305-2066 920-246-6565

Mau & Associates, LLP Contact: Tom Snyder, P.E. 400 Security Boulevard, Ste 1 Green Bay, WI 54313-9712

1.0 Notes

2.0 Site & Demo Plan

3.0 Grading & Utility Plan

4.0 Frosion Control Plan

5.0 Details



RESPONSE ACTIONS IN THE EVENT OF A SPILL OR RELEASE

IMMEDIATELY TAKE THE FOLLOWING MEASURES TO KEEP THE SPILL FROM ENTERING SEWER OR STORM DRAINS. SPREADING OFF SITE, OR AFFECTING HUMAN HEALTH.

STOP, CONTAIN, AND CLEAN UP CHEMICAL SPILL IF:

- THE SPILLED CHEMICAL AND ITS HAZARDOUS PROPERTIES HAVE BEEN
- THE SPILL IS SMALL AND EASILY CONTAINED
- RESPONDER IS AWARE OF THE CHEMICALS' HAZARDOUS PROPERTIES

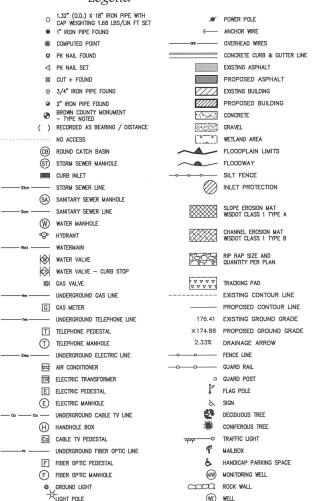
IF SPILL OR RELEASE CANNOT BE CONTROLLED OR INJURIES HAVE OCCURRED DUE TO THE RELEASE THE FOLLOWING PROCEDURES SHOULD BE IMPLEMENTED:

- SUMMON HELP OR ALERT OTHERS OF THE RELEASE
- EVACUATE IMMEDIATE AREA, PROVIDE CARE TO INJURED, CALL 911
- IF POTENTIAL FOR FIRE OR EXPLOSION CALL 911
- RESPOND DEFENSIVELY TO ANY UNCONTROLLED SPILLS
- USE PROTECTIVE EQUIPMENT
- ATTEMPT TO STOP SOURCE OF RELEASE (IF SAFE TO DO SO)
- PROTECT DRAINS BY USE OF ABSORBENT, BOOMS OR DRAIN COVERS (IF SAFE TO DO SO)
- NOTIFY ONSITE EMERGENCY CONTACT(S)
- COORDINATE RESPONSE ACTIVITIES WITH LOCAL EMERGENCY PERSONNEL
- BE PREPARED TO PROVIDE MSDS INFORMATION TO EMERGENCY PERSONNEL NOTIFY APPROPRIATE AGENCY IF RELEASE HAS ENTERED THE ENVIRONMENT.

SITE STATISTICS (BEFORE CONSTRUCTION)

SITE AREA - 9.34 Acres PAVEMENT 1.93 Acres (20.7%) BUILDINGS 0.05 Acres (0.5%) PERVIOUS 7.36 Acres (78.8%)

Legend



SPILL PREVENTION AND EMERGENCY RESPONSE PLAN: **EMERGENCY CONTACTS**

Kurt Bartlein Red's Excavating

(920) 434-2570

EMERGENCY RESPONSE CONTACTS

FIRE/PARAMEDICS/POLICE 911 FIRE NON-EMERGENCY LINE (920) 434-4666 COUNTY HEALTH DEPARTMENT(920) 448-6400 DNR SPILL HOTLINE 1-800-943-0003

LOCAL EMERGENCY MEDICAL FACILITY ST. VINCENT HOSPITAL

835 S. VAN BUREN ST GREEN BAY, WI 54301 (920) 433-0111

SPILL PREVENTION

HAZARDOUS SUBSTANCE MANAGEMENT: ALL HAZARDOUS SUBSTANCES, INCLUDING CHEMICAL WASTES, ARE TO BE MANAGED IN A WAY THAT PREVENTS RELEASE.

SITE STATISTICS (AFTER CONSTRUCTION)

SITE AREA - 9.34 Acres PAVEMENT 2.30 Acres (24.6%) BUILDINGS 0.05 Acres (0.5%) PERVIOUS 6.99 Acres (74.8%)

CONSTRUCTION SITE EROSION CONTROL

THE CONTRACTOR IS RESPONSIBLE FOR INSTALLING AND MAINTAINING EROSION AND SEDIMENT CONTROL MEASURES. ALL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE ACCORDANCE WITH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARDS AND IF NO STANDARD EXISTS
THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK (CURRENT EDITION)
SHALL BE REFERENCED, EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE IN PLACE PRIOR TO DISTURBING THE SITE. CONTRACTORS SHALL MINIMIZE THE DURATION AND SIZE OF DISTURBED AREAS TO THE MAXIMUM EXTENT PRACTICABLE. EROSION AND SEDIMENT CONTROL PRACTICES PROPOSED FOR THIS PROJECT ARE DESCRIBED AS FOLLOWS:

SEDIMENT TRACKING FROM CONSTRUCTION SITE:

STONE TRACKING PAD(S) - TECHNICAL STANDARD 1057

STONE TRACKING PADS WILL BE INSTALLED AT ENTRANCES SHOWN ON THE SITE. TRACKING PADS SHALL BE IN PLACE PRIOR TO LAND DISTURBING ACTIVITIES.

WASH WATER FROM VEHICLE AND WHEEL WASHING SHALL BE TREATED BEFORE ENTERING WATERS

■ STREET SWEEPING/CLEANING

SEDIMENT TRACKED FROM THE CONSTRUCTION SITE SHALL BE CLEANED UP AT THE END OF EACH NORK DAY UNLESS THE SEDIMENT PRESENTS A HAZARD. SEDIMENT PRESENTING A HAZARD MUST BE CLEANED UP IMMEDIATELY.

SEDIMENT CARRIED OFF-SITE BY OVERLAND FLOW OR RUNOFF

SILT FENCE - TECHNICAL STANDARD 1056

SILT FENCE WILL BE INSTALLED DOWN-SLOPE OF ALL DISTURBED AREAS OF THE SITE. THE FENCE SHALL BE INSTALLED ALONG THE CONTOURS AND BE IN-PLACE PRIOR TO LAND DISTURBING

 SEEDING - TECHNICAL STANDARD 1059; MULCHING - TECHNICAL STANDARD 1058 DISTURBED AREAS OF THE SITE SHALL BE SEEDED AND MULCHED AS SOON AS THEY ARE BROUGHT TO FINISHED GRADE. IN ADDITION, ANY STOCK PILES IN PLACE FOR 7 DAYS OR MORE SHALL BE SEEDED AND MULCHED.

NON-CHANNEL EROSION MAT - TECHNICAL STANDARD 1052

EROSION CONTROL MAT SHALL BE PLACED AS SHOWN ON THE PLANS, AND/OR AS DETERMINED IN THE FIELD, TO PROTECT THE DISTURBED SLOPES FROM EROSION. NON-CHANNEL EROSION MAT SHALL BE INSTALLED AS SOON AS THE SLOPE HAS BEEN BROUGHT TO FINISHED GRADE.

 CONSTRUCTION SITE DIVERSION - TECHNICAL STANDARD 1066 WHERE POSSIBLE, THE SITE WILL BE GRADED SUCH THE RUNOFF FROM UNDISTURBED AREAS IS ROUTED AROUND DISTURBED AREAS OF THE SITE.

SEDIMENT CARRIED OFF-SITE BY DEWATERING OPERATIONS

DEWATERING - TECHNICAL STANDARD 1061

DEWATERING IS NOT ANTICIPATED FOR THIS PROJECT. IF IT IS REQUIRED, DEWATERING SHALL BE IN ACCORDANCE WITH THE DEWATERING TECHNICAL STANDARD. ANY NECESSARY PERMITS SHALL BE OBTAINED PRIOR TO DEWATERING OPERATIONS TAKE PLACE.

SEDIMENT ENTERING STORM DRAIN INLETS:

SEDIMENT BEING CARRIED OFF-SITE BY WIND:

STORM DRAIN INLET PROTECTION - TECHNICAL STANDARD 1060

PROOF CONTAINERS. WASHOUT CAN BE RECYCLED OR REUSED. SEE

ALL INLETS, PROPOSED AND EXISTING, ACCEPTING RUNOFF FROM DISTURBED AREAS OF THE SITE SHALL HAVE INLET PROTECTION INSTALLED PRIOR TO LAND DISTURBING ACTIVITY WITHIN THE AREA DISCHARGING TO THE INLET.

DUST CONTROL - TECHNICAL STANDARD 1068

CONCRETE WASHOUT CONCRETE WASHOUT SHALL BE COLLECTED AND RETAINED, BOTH WATER AND CONCRETE, IN LEAK

/npdes/swbmp/upload/concretewashout.pdf FOR DETAILS.

THE CONTRACTOR IS RESPONSIBLE FOR INSPECTION AND MAINTENANCE OF EROSION AND SEDIMENT THE CONTRACTOR SHALL INSPECT EROSION AND SEDIMENT CONTROLS WEEKLY AND WITHIN 24 HOURS CONTRACTORS EXPENSE, SHALL REPLACE ANY PROPERTY IRONS REMOVED DURING AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. THE CONTRACTOR SHALL INSPECT EROSION AND CONSTRUCTION. SEDIMENT CONTROLS FOR STRUCTURAL DAMAGE, SEDIMENT ACCUMULATION, OR ANY OTHER LINDESIRABLE CONDITION. THE CONTRACTOR SHALL REPAIR DAMAGED STRUCTURES PRIOR TO THE END OF EACH WORKING DAY. SEDIMENT SHALL BE REMOVED FROM THE STRUCTURE WHEN THE DEPTH OF SEDIMENT HAS ACCUMULATED TO ONE HALF THE HEIGHT OF THE DEVICE OR AS REQUIRED BY THE APPLICABLE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARD (CURRENT

THE CONTRACTOR SHALL SUMMARIZE WEEKLY INSPECTION AND MAINTENANCE ACTIVITIES ON A WEEKLY INSPECTION REPORT THAT IS AVAILABLE THROUGH THE WDNR

THE WEEKLY INSPECTION REPORT SHALL INCLUDE THE FOLLOWING MINIMUM INFORMATION:

NAME OF INDIVIDUAL PERFORMING INSPECTION:

DATE, TIME, AND PLACE OF INSPECTION:

A DESCRIPTION OF THE CONSTRUCTION PHASE:

A DESCRIPTION OF EROSION AND SEDIMENT CONTROL INSTALLATIONS;

A DESCRIPTION OF EROSION AND SEDIMENT CONTROL MAINTENANCE ACTIVITIES;

AND AN ASSESSMENT OF EROSION AND SEDIMENT CONTROL CONDITIONS.

THE CONTRACTOR SHALL PROMPTLY FURNISH THE ORIGINAL WEEKLY INSPECTION REPORTS TO THE OWNER, OWNER'S REPRESENTATIVE, OR WISCONSIN DEPARTMENT OF NATURAL RESOURCES WHEN REQUESTED. THE CONTRACTOR SHALL KEEP A COPY OF THE APPROVED EROSION & SEDIMENT CONTROL PLAN, PERMITS, AND WEEKLY INSPECTION REPORTS ON-SITE AT ALL TIMES.

ALL WASTE FROM THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT BE ALLOWED TO ENTER THE STORM SEWER SYSTEM, DRAINAGE SYSTEM, OR OTHER ENVIRONMENTALLY SENSITIVE AREAS LOCATED WITHIN THE CONSTRUCTION SITE.

SEQUENCE OF CONSTRUCTION
MAY 2019

A. INSTALL TRACKOUT PROTECTION AND SILT FENCE AS SOON AS PRACTICABLE. PERFORM STREET SWEEPING AS NEEDED

B. CONTACT THE VILLAGE OF ALLOUEZ TO NOTIFY THEM THAT SITE GRADING IS TO BEGIN AND INITIAL EROSION CONTROLS ARE INSTALLED.

C. STRIP AND STOCKPILE TOPSOIL

- GRADE AND CONSTRUCT PARKING LOT. USE EXISTING PARKING LOT AS CONSTRUCTION STAGING AREA
- E. SALVAGE SUITABLE MATERIAL FOR FILL MATERIAL DISPOSE OF NON-SUITABLE OR EXCESS SOILS AT A PERMITTED OFF-SITE LOCATION.
- F. CONSTRUCT STORM WATER POND. SEED AS SOON AS PRACTICABLE.
- PERFORM STREET SWEEPING AND TEMPORARY MULCHING/SEEDING AS NEEDED AND REQUIRED.
- H. COMPLETE FINE GRADING AND LANDSCAPING, PERMANENTLY STABILIZE EACH AREA OF THE CONSTRUCTION SITE WITH TOPSOIL. SEED, FERTILIZE, AND MULCH AS SOON AS PRACTICABLE AFTER FINAL GRADING.

REMOVE AND DISPOSE OF EROSION AND SEDIMENT CONTROL MEASURES WITHIN 30 DAYS OF FINAL SITE STABILIZATION (I.E. SILT FENCE). VEGETATION SHALL ACHIEVE 70% GROWTH TO BE CONSIDERED STABILIZED.

GENERAL NOTES:

1. ALL CLEARING, GRADING, GRAVELING, PAVING, AND RESTORATION SHALL BE DONE IN ACCORDANCE WITH THE WISCONSIN DOT STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION, CURRENT EDITION.

2. A COPY OF THE EROSION CONTROL PLAN SHALL BE KEPT ON SITE AT ALL TIMES.

3. EROSION CONTROL METHODS SHALL BE IMPLEMENTED, AS DIRECTED BY THE ENGINEER, PRIOR TO AND DURING CONSTRUCTION, TO CONTROL WATER POLLUTION, EROSION, AND SILTATION. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE WIDNR TECHNICAL STANDARDS.

4. CONTRACTOR IS RESPONSIBLE FOR CONTACTING DIGGERS HOTLINE FOR THE LOCATION OF

WHEN REQUIRED, DUST CONTROL MEASURES SHALL BE EMPLOYED TO PREVENT DUST FROM BLOWING 5. CONTRACTOR IS RESPONSIBLE FOR REMOVAL AND DISPOSAL OF ALL STUMPS.

6. EXCESS TOPSOIL SHALL BE STOCKPILED ON THE SITE WITH THE PROPER EROSION CONTROL AT A LOCATION ACCEPTABLE TO THE OWNER.

7. CONTRACTOR SHALL DISPOSE OF ALL WASTE AND EXCESS MATERIAL AT AN APPROVED LOCATION.

CONTROLS UNTIL THE CONSTRUCTION SITE IS PERMANENTLY STABILIZED WITH A DENSE GRASS COVER. 8. CONTRACTOR SHALL PROTECT ALL PROPERTY IRONS. A LICENSED LAND SURVEYOR, AT THE

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> Building Office Willowbrook

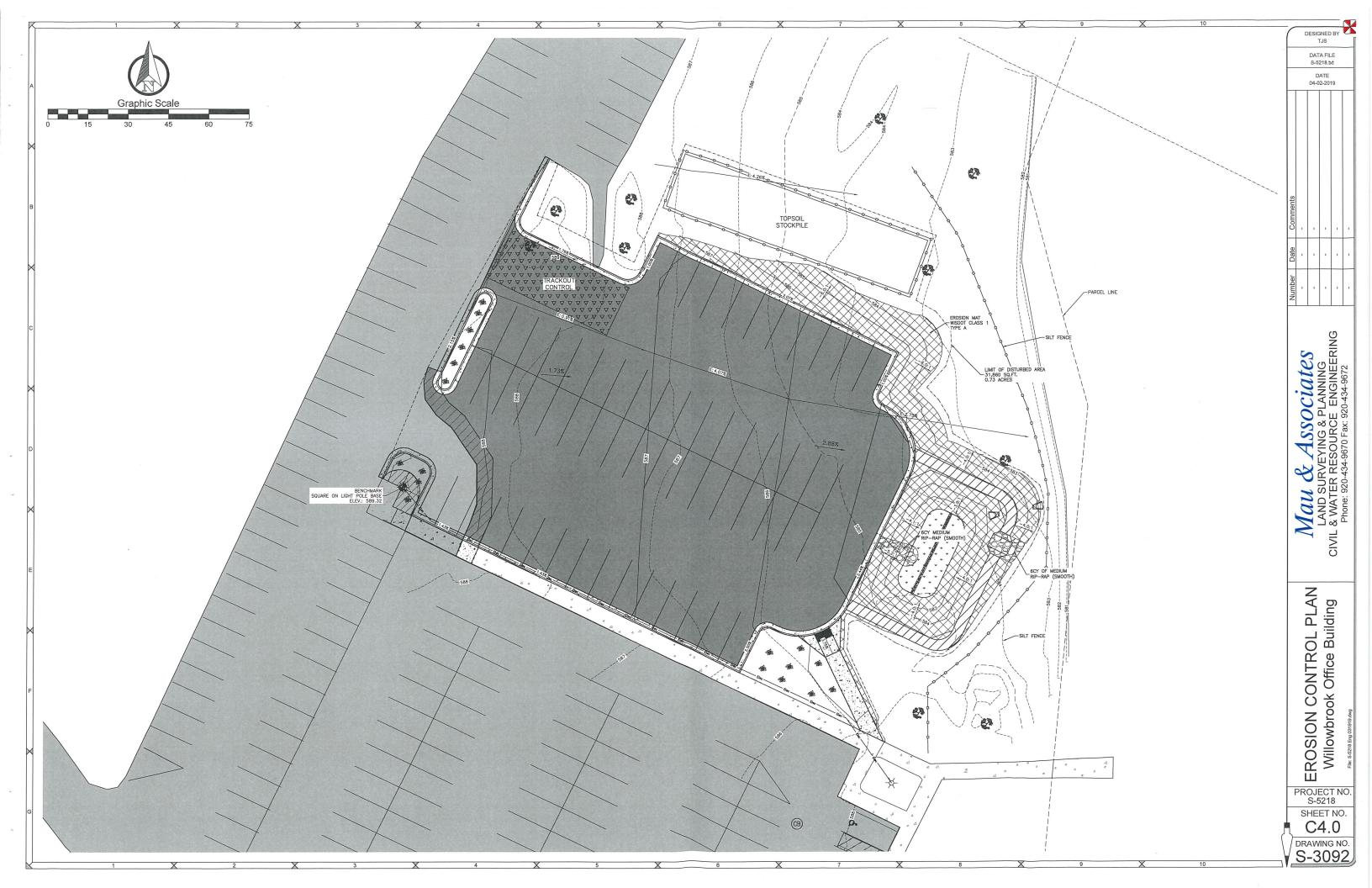
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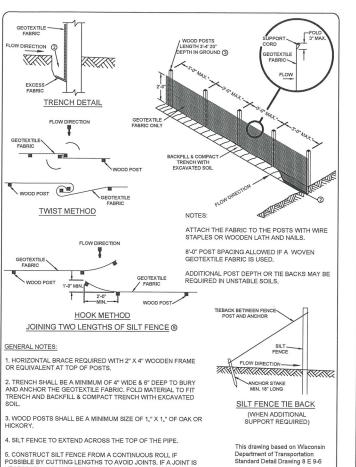
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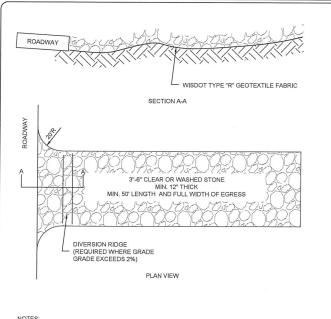
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SILT FENCE

5. CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF

POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING TWO METHODS; A)

OVERLAP THE END POSTS AND TWIST, OR ROTATE, AT LEAST 180 DEGREES, B) HOOK THE END OF EACH SILT FENCE LENGTH.

1. SURFACE WATER MUST BE DIVERTED AROUND OR UNDER THE TRACKING PAD. TO DIVERT SURFACE WATER UNDER THE TRACKING PAD, INSTALL CULVERT WITH A MINIMUM 18" COVER

2. ROCKS LODGED IN TIRES MUST BE REMOVED PRIOR TO LEAVING THE SITE.

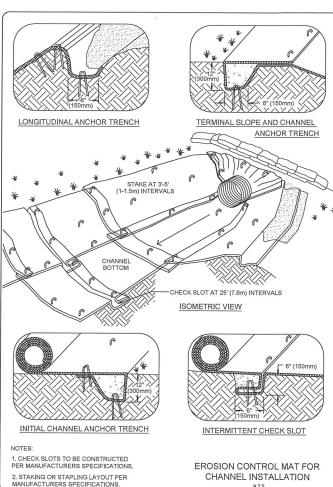
3. TRACKING PADS SHALL BE INSTALLED AND MAINTAINED AT ALL EGRESS POINTS FROM THE SITE.

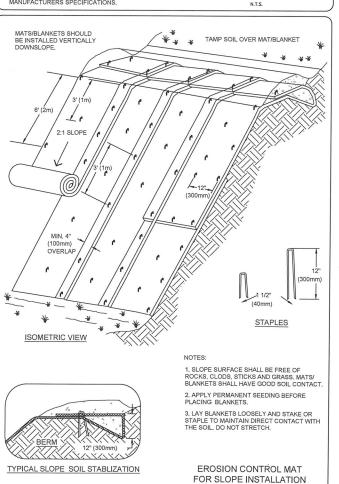
4. SEDIMENT TRACKED ONTO A ROAD SHALL BE REMOVED BY THE END OF THE WORKING DAY. IF THE TRACKED SEDIMENT PRESENTS A HAZARD IT SHALL BE REMOVED IMMEDIATELY.

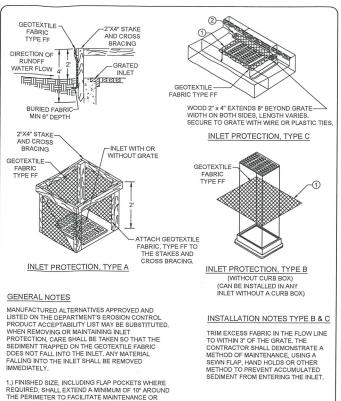
5. TRACKING PADS SHALL BE MAINTAINED BY SCRAPING OR TOP-DRESSING WITH ADDITIONAL AGGREGATE. A MINIMUM 12" PAD SHALL BE MAINTAINED.

STONE TRACKING PAD

N.T.S.





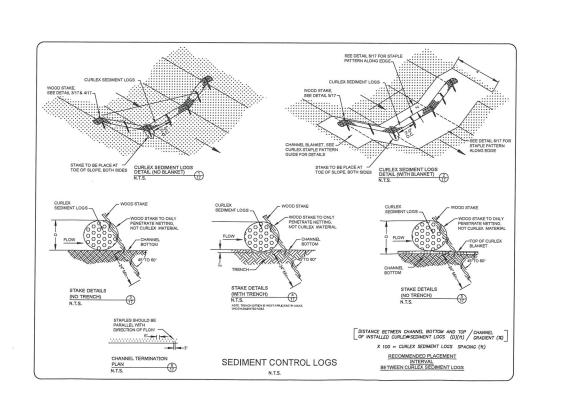


2.) FOR INLET PROTECTION, TYPE C (WITH CURB BOX), AN ADDITIONAL 18" OF FABRIC IS WRAPPED AROUND THE WOOD AND SECURED WITH STAPLES, THE WOOD SHALL NOT BLOCK THE ENTIRE HEIGHT OF THE CURB BOX OPENING.

3.) FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2X4.

This drawing based on Wisconsin Department of Transportation Standard Detail Drawing 8 E 10-2.

INLET PROTECTION TYPES A, B, & C



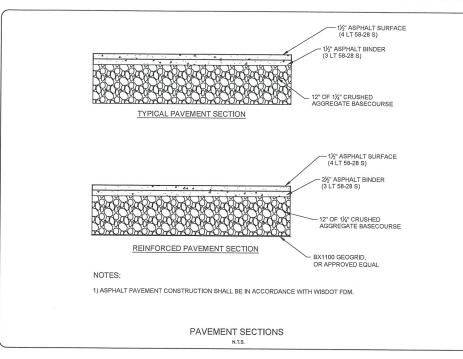
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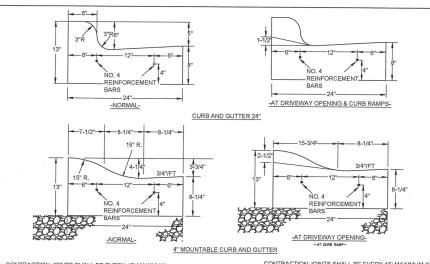
u & Associates o surveying & planning nter resource engineering of 920-434-9670 Fax: 920-434-9672 CIVIL

Building DETAILS Willowbrook Office

PROJECT NO. S-5218 SHEET NO.

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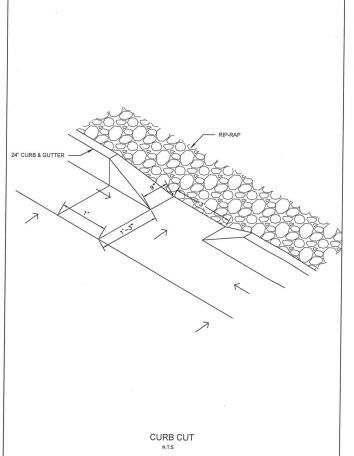


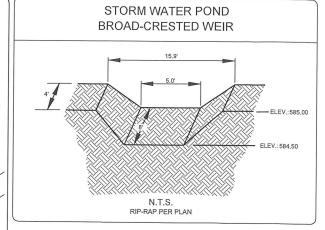
CONTRACTION JOINTS SHALL BE EVERY 15' MAXIMUM OR DESIGNATED BY ENGINEER IN FIELD. 6"x6" EXPANSION JOINTS (3/4") SHALL BE PLACED CURB HEAD AT END OF RADII. NO. 4 REINFORCEMENT BARS TO BE 20' LONG WITH A 3/4" EXPANSION TUBE REQUIRED ON ONE END AT EXPANSION JOINTS NO. 4 REINFORCEMENT BARS TO BE OVERLAPPED A MINIMUM OF 1'.

CONTRACTION JOINTS SHALL BE EVERY 15' MAXIMUM OR DESIGNATED BY ENGINEER IN FIELD. 4-1/4"x7-1/2" EXPANSION JOINTS (3/4") SHALL BE PLACED AT CURB HEAD AT END OF RADII.

NO. 4 REINFORCEMENT BARS TO BE 20' LONG WITH A 3/4" EXPANSION TUBE REQUIRED ON ONE END AT EXPANSION JOINTS CURB & GUTTER NO. 4 REINFORCEMENT BARS TO BE OVERLAPPED A MINIMUM OF 1'

END SECTION CURB AND GUTTER PAVEMENT EDGE CURB AND GUTTER TAPER N.T.S.





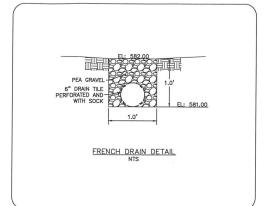
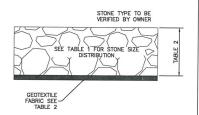


		TABLE 1			
AVERAGE	FRACTION OF				
LIGHT RIPRAP (INCHES)	MEDIUM RIPRAP (INCHES)	HEAVY RIPRAP (INCHES)	EXTRA-HEAVY RIPRAP (INCHES)	GROSS IN-PLACE RIPRAP VOLUME OCCUPIED BY STONES	
>16	>20	>25	>30	0%	
11-13	14-16	18-20	22-25	10%-14%	
9-11	11-14	14-18	18-22	15%-21%	
4-6	5-11	6.5-14	8-18	20%-28%	
<4	<5	<6.5	<8	5%-7%	
<1	⊲	<1	<1	2% OR LESS	

RIPRAP DETAIL

	TABLE 2		
RIPRAP	MINIMUM THICKNESS (INCHES)	GEOTEXTILE FABRIC	
LIGHT	12	TYPE R	
MEDIUM	18	TYPE HR	
HEAVY	24	TYPE HR	
EXTRA HEAVY	30	TYPE HR	



au & Associates
AND SURVEYING & PLANNING
WATER RESOURCE ENGINEERING
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DETAILS Willowbrook Office Building

PROJECT NO. S-5218 SHEET NO.

C5.1 DRAWING NO. S-3092





& Associates rveying & planning resource engineering 434-9670 fax: 920-434-9672

SITE PLAN W/ AERIAL Willowbrook Office Building

PROJECT NO. S-5218 SHEET NO.

Exhibit 2

DRAWING NO. S-3092