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Mayor Keith Bosman - Chairman, Alderperson Scott Gordon - Vice-Chairman  
Alderperson Jan Michalski, Alderperson Kurt Wicklund,  
Patrick DeGrace, Anita Faraone, Robert Hayden, Bradley Kleba, Anderson Lattimore and Jessica Olson

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Call to Order and Roll Call

Approval of Minutes from April 9, 2015

1. Conditional Use Permit for a contractor's storage yard to be located at 8010 and 8020 75th Street. (Lorenz) (District 16) PUBLIC HEARING
2. Public Building Review for a 1,542 s.f. addition to the Kenosha Unified School District Educational Support Center at 3600 52nd Street. (District 10) PUBLIC HEARING

Public Comments

Commissioner Comments

Staff Comments

Adjournment

*If you are disabled in need of assistance, please call 262.653.4030 at least 72 hours before this meeting.  
Notice is hereby given that a majority of the members of the Common Council may be present at the meeting.  
Although this may constitute a quorum of the Common Council, the Council will not take any action at this meeting.*

**CITY PLAN COMMISSION**  
**Minutes**  
**April 9, 2015**

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**MEMBERS PRESENT:** Mayor Bosman, Alderperson Michalski, Alderperson Wicklund, Patrick DeGrace, Robert Hayden, Anderson Lattimore and Jessica Olson

**MEMBERS EXCUSED:** Alderperson Scott Gordon, Anita Faraone and Brad Kleba

**STAFF PRESENT:** Jeffrey B. Labahn and Rich Schroeder

The meeting was called to order at 5:00 p.m. by Mayor Bosman and roll call was taken.

A motion was made by Alderperson Michalski and seconded by Mr. Hayden to approve the minutes of the March 19, 2015 meeting. The motion passed. (Ayes 7, Noes 0)

- 1. By the Mayor - To Rezone Properties located at the Northwest Corner of 38th Street and Interstate 94 from A-2 Agricultural Land Holding District to M-2 Heavy Manufacturing District and B-2 Community Business District in Conformance With Section 10.02 of the Zoning Ordinance. (Route 142, LLC) (District 16) PUBLIC HEARING**

Public hearing opened, no comments, public hearing closed.

Mr. Lattimore asked if the alderman of the district supported the rezoning. Mayor Bosman said yes.

A motion was made by Mr. DeGrace and seconded by Mr. Hayden to approve the rezoning. The motion passed. (Ayes 7, Noes 0)

- 2. By the Mayor - To Rezone Property at 1023 63rd Street from B-1 Neighborhood Business District to B-2 Community Business District in Conformance with Section 10.02 of the Zoning Ordinance. (Ruffalo) (District 3) PUBLIC HEARING**

Public hearing opened.

Tony Ruffalo, 1023 63rd Street, owner of the property said the rezoning is to allow for additional commercial uses, such as an auto repair business, on the site.

Public hearing closed.

Alderperson Michalski said he supports the rezoning.

A motion was made by Alderperson Michalski and seconded by Mr. Lattimore to approve the rezoning. The motion passed. (Ayes 7, Noes 0)

**3. By the Public Works Committee - Resolution to Vacate an Alley between 37th and 38th Avenues from 68th Street south 232 feet. (Gates/Wicklund) (District 8) PUBLIC HEARING**

Public hearing opened, no comments public hearing closed.

Aldersperson Wicklund said he circulated flyers inviting property owners to attend this meeting to get any questions answered.

A motion was made by Aldersperson Wicklund and seconded by Aldersperson Michalski to approve the vacation. The motion passed. (Ayes 7, Noes 0)

**4. Conditional Use Permit Extension for an automobile body shop at 5912 Sheridan Road. (Car Doctor) (District 2) PUBLIC HEARING**

Public hearing opened, no comments, public hearing closed.

A motion was made by Aldersperson Wicklund and seconded by Mr. DeGrace to approve the Extension. The motion passed. (Ayes 7, Noes 0)

**5. Public Building Review for a new restroom building to be located in Strawberry Creek Park, 13525 60th Street. (Strawberry Creek Restroom) (District 16) PUBLIC HEARING**

Public hearing opened.

Katie Elder, Public Works Engineering, was available to answer any questions.

Public hearing closed.

Aldersperson Wicklund said the Parks Commission has reviewed and approved this building at their April 6, 2015 meeting.

A motion was made by Mr. DeGrace and seconded by Aldersperson Wicklund to approve the Public Building Review. The motion passed. (Ayes 7, Noes 0)

**Public Comments**

Dale Wamboldt, 6809 38th Avenue, said that two of the property owners affected by the alley vacation are opposed to it. Mr. Wamboldt submitted a letter from each of those homeowners.

**Commissioner Comments**

Aldersperson Michalski urged that we announce which agenda item were are discussing.

**Staff Comments**

A motion to adjourn was made by Aldersperson Michalski and seconded by Ms. Olson. The motion passed. (Ayes 7, Noes 0) The meeting adjourned at 5:18 p.m.

*Minutes Prepared by: Kay Schueffner, Department of Community Development & Inspections*

Thursday, May 7, 2015 at 5:00 pm  
Municipal Building  
625 52nd Street - Room 202 - Kenosha, WI 53140

**Conditional Use Permit for a contractor's storage yard to be located at 8010 and 8020 75th Street.  
(Lorenz) (District 16) PUBLIC HEARING**

**NOTIFICATIONS AND APPROVAL REQUIREMENTS:**

Alderperson Johnson, District 16, has been notified. The City Plan Commission is the final review authority.

**LOCATION AND ANALYSIS:**

**Site:** 8010 and 8020 75th Street

1. Lorenz Excavating has been operating on the properties at 8010 and 8020 75th Street for an undetermined amount of time without an Occupancy Permit or a Conditional Use Permit, which are required for storage yards of a contractor. The site currently has several piles of mulch, stone, firewood and other assorted materials.
2. City Staff issued orders to the property owner in September of 2014 to apply for and obtain an Occupancy Permit and a Conditional Use Permit for the site. Several incomplete or unacceptable Conditional Use Permit applications were submitted by the applicant. Staff requested that a plan be prepared by a professional design firm. Due to the winter conditions, a Survey of the site was not able to be prepared by the professional design firm until this Spring. When the plan was prepared, the applicant submitted a completed application. Staff has allowed the business to remain operational while the review process is ongoing.
3. The Site Plan submitted by the applicant generally shows where the material piles are currently stored. The plan does not show any areas proposed for paving or landscaping. Consistent with other Conditional Use Permit requests for a contractor storage yard, Staff will be recommending Conditions of Approval that require the following items:
  - a. The entire parking lot in front of the office building at 8020 75th Street shall be paved and striped with a minimum of five (5) parking spaces. The parking lot shall include lighting, drainage, a concrete drive approach and accent landscaping.
  - b. Any areas where rubber-wheeled vehicles are stored shall be paved. Tracked vehicles may be stored on a gravel surface.
  - c. A minimum of thirty (30') foot wide paved access road is required along the East property line, 8010 75th Street.
  - d. A minimum of thirty (30') feet shall be maintained between material piles.
  - e. All piles shall be a minimum of ten (10') feet from all property lines.
  - f. Material piles shall not exceed twenty (20') feet in height.
  - g. The two (2) dirt piles in the FW Floodway Zoning District shall be removed and the base elevation restored.

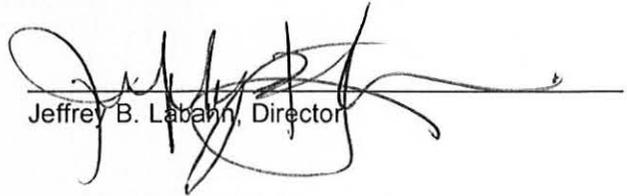
4. Since the site is currently in operation without approvals, Staff will be recommending that the above Conditions of Approval include specific deadlines to be met. If the deadlines are not complied with, a Stop Work Order, reinspection fees and/or citations should be posted/issued on the site until the deficiencies are complied with.
5. The plans were sent to City Departments for their review and their comments are included in the attached Conditions of Approval.

**RECOMMENDATION:**

A recommendation is made to approve the Conditional Use Permit, subject to the attached Conditions of Approval.



\_\_\_\_\_  
Brian Wilke, Development Coordinator



\_\_\_\_\_  
Jeffrey B. Labahn, Director

/u2/acct/cp/ckays/1CPC/2015/MAY7/Staff-cup-lorenz.doc

1. The following Conditions of Approval will run with the land and shall be included in a document recorded with the Kenosha County Register of Deeds:
  - a. The applicant shall obtain all required construction permits from the Department of Community Development & Inspections. This includes, but is not limited to Erosion Control and Occupancy permits.
  - b. The applicant shall obtain Driveway and Parking Lot permits from the Department of Public Works prior to commencing work.
  - c. All signs shall comply with Chapter 15 of the Code of General Ordinances and the applicant shall obtain Sign Permits for all new signs. A separate submission and permits are required for all signs. Sign information provided under the Conditional Use Permit is for reference only and does not constitute Sign Permit approval.
  - d. The development shall be constructed per the approved plans on file with the Department of Community Development & Inspections, Room 308, 625 52nd Street, Kenosha, WI 53140. Any changes to the approved plans shall require an amendment to the Conditional Use Permit. All changes shall be submitted to the Department of Community Development & Inspections for review and approval.
  - e. Prior to the issuance of any Occupancy permits, all parking areas, drives and designated paved areas shall have the initial lift of asphalt installed. The exterior lighting shall be installed and the Conditional Use Permit shall be recorded with the Kenosha County Register of Deeds. All improvements indicated on the plans, including landscaping, shall be installed prior to the issuance of a final Occupancy permit. The recording fees for the Conditional Use Permit shall be submitted by the applicant.
  - f. Compliance with City and State and/or Federal Codes and Ordinances.
  - g. All trash containers shall be stored within the enclosure or building. The applicant/owner shall be responsible for waste collection and removal for the development. The City of Kenosha shall not provide waste collection or removal services or incur any cost in this regard.
  - h. All rubber-wheeled vehicles shall be parked within the designated paved areas.
  - i. All improvements, including landscaping, shall be maintained per the approved plans. Any damaged fencing, landscaping or building shall be replaced or reconstructed per the approved plans.
  - j. Compliance with the Operational Plan dated April 8, 2015.
  - k. Materials piles shall not exceed twenty (20') feet in height. All piles shall be a minimum of ten (10') feet from the property lines. A minimum of thirty (30') feet shall be maintained between materials piles.

- l. No activity shall emit odorous matter of such nature or quantity as to be offensive, obnoxious, or unhealthy outside the premises, nor shall any activity emit dust, fumes, vapors or gases in such quantities as to cause spoiling or danger to the health of persons, animals, vegetation or other property, all as measured and controlled by Chapter NR 400-494 "Air Pollution Control" of the Wisconsin Administrative Code.
  - m. The City requirements in 75th Street right-of-way would have to be permitted by WisDOT, the City would need confirmation that WisDOT has permitted these improvements. Contact at WisDOT would be: Kevin Koehnke, P.E. Permits Coordinator, WisDOT Systems Development SE Region; via email at kevin.koehnke@dot.wi.gov or by phone at 262-548-5891.
  - n. General note: STH 50 and 75th Street Frontage Road is programmed for reconstruction in 2021 and design activities are ongoing now. Contact would be: Jason Dahlgren, PE, Project manager, WisDOT SE Region; via email at jason.dahlgren@dot.wi.gov or by cell phone at 414-750-3278.
2. The following Conditions of Approval shall be satisfied with City Staff prior to the issuance of any construction permits. Any Condition(s) of Approval that is/are not complied with will result in the issuance of a Stop Work Order, reinspection fees and/or citations on the site until compliance is achieved.
- a. The following items shall be **completed** no later than two (2) weeks from the date of approval by the Review Authority:
    - i. Any dirt stockpiles, logs and all storage materials located in the FW Floodway Zoning District shall be removed and the base elevation restored. An Erosion Control Permit shall be obtained prior to the work being performed.
    - ii. Any piles located on adjacent properties shall be removed from the adjacent property.
  - b. The following items shall be **shown on the plan and submitted to City Staff** no later than two (2) weeks from the date of approval of the Conditional Use Permit by the Review Authority:
    - i. A parking lot in front of the office building paved with asphalt or concrete, striped with a minimum of five (5) parking spaces and including a ADA van accessible parking space, with a sign noting van accessible. The parking lot shall include parking lot lighting. The parking lot shall comply with all drainage requirements of the City of Kenosha Zoning Ordinance and Code of General Ordinances. A Landscape Plan shall show an interior parkway landscaped area between the parking lot and right-of-way and a Landscape Plan for the entire site shall be submitted which complies with Section 14 of the Zoning Ordinance.
    - ii. Any areas where rubber-wheeled vehicles are stored or used shall be paved. Tracked vehicles may be stored on a gravel surface if shown and approved on the plans.
    - iii. A minimum thirty (30') feet wide paved access road is required along the Easternmost property line.
    - iv. A minimum of thirty (30') feet shall be maintained between materials piles and all access roads between piles shall be paved.
    - v. All piles shall be a minimum of ten (10') feet from the property lines.
    - vi. The Operational Plan shall be amended to clarify what "materials to be ground" means.
    - vii. Additional detail is required on the plans including proposed contours and drainage directions.

Additional comments are expected once additional details are added to the plan.

viii. 75th Street, abutting this parcel, is Frontage Road connection to STH 50 and under WisDOT jurisdiction. The City requires four (4") inch thick sidewalk and paved eight (8") inch thick concrete driveway approach with eight (8") inch thick sidewalk abutting the driveway.

c. The following items shall be **completed** no later than four (4) weeks after City Staff approves the plan items required in 2.b. or eight (8) weeks after the date of approval of the Conditional Use Permit by the Review Authority, whichever is earlier:

i. A parking lot in front of the office building paved with asphalt or concrete, striped with a minimum of five (5) parking spaces and including an ADA van accessible parking space with a sign noting van accessible. The parking lot shall include parking lot lighting. The parking lot shall comply with all drainage requirements of the City of Kenosha Zoning Ordinance and Code of General Ordinances. A Landscape Plan shall show an interior parkway landscaped area between the parking lot and right-of-way and a Landscape Plan for the entire site shall be submitted which complies with Section 14 of the Zoning Ordinance.

ii. Any areas where rubber-wheeled vehicles are stored or used shall be paved. Tracked vehicles may be stored on a gravel surface if shown and approved on the plans.

iii. A minimum thirty (30') feet wide paved access road is required along the Easternmost property line.

iv. A minimum of thirty (30') feet shall be maintained between materials piles and all access roads between piles shall be paved.

v. All piles shall be a minimum of ten (10') feet from the property lines.



April 8, 2015

OPERATION PLANS

VARIOUS TYPES OF LOADERS, DUMP TRUCKS, GRINDERS

TRASH IS PICKED UP EVERYDAY AND PUT IN DUMPSTER, DUMPED MONTHLY

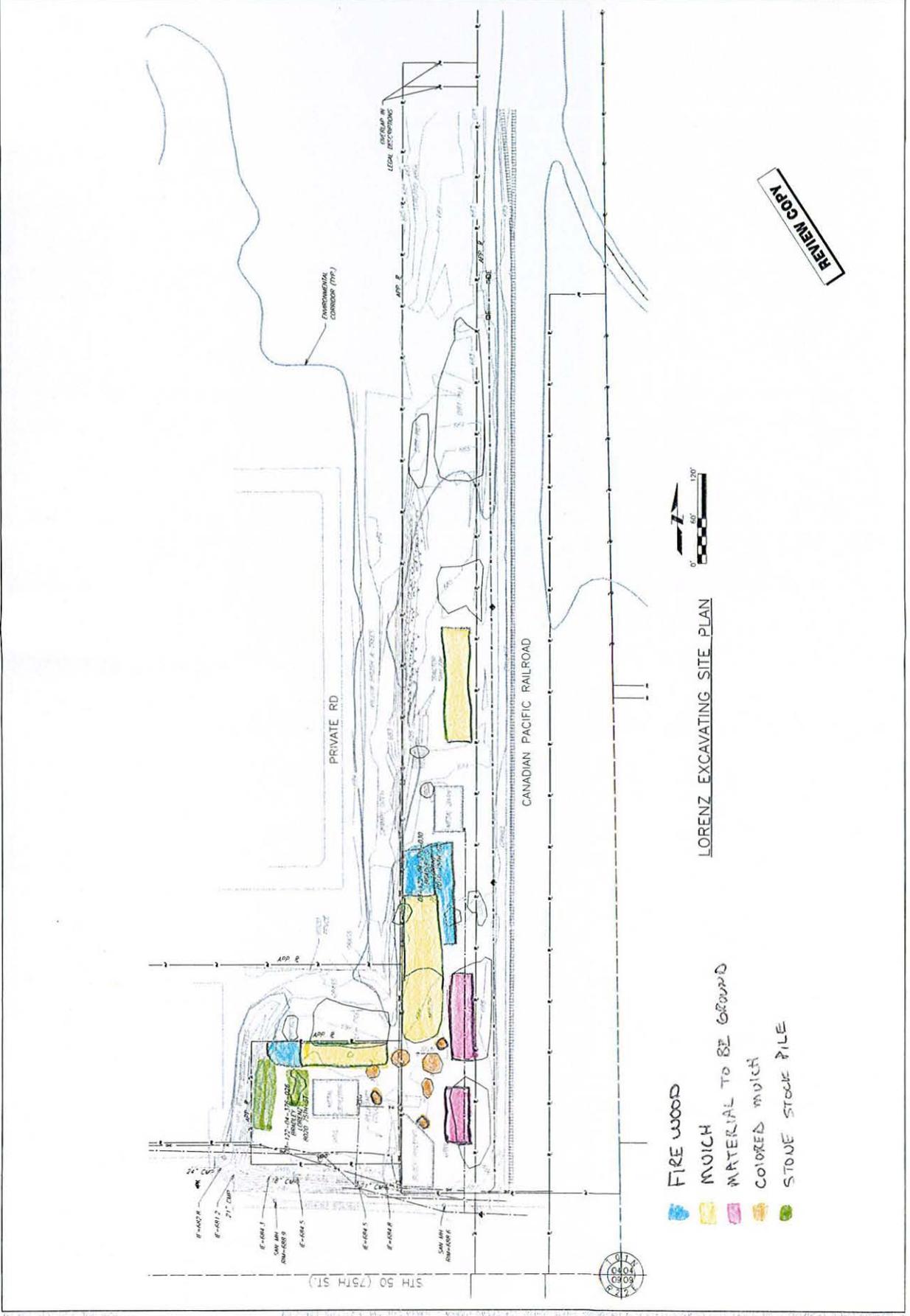
ALL EQUIPMENT HAVE MUFFLERS AND SOUND DEADENING SYSTEMS

EQUIPMENT DUST IS CONTROLLED BY WATER AS NEEDED

WIND BLOWN MATERIALS ARE NOT PROCESSED WHEN WIND IS A FACTOR

HOURS OF OPERATION 7:00 AM - 5:30 PM

FIRE PROTECTION, FIRE EXTINGUISHERS AND PROPER STORAGE OF ALL FLAMMABLE MATERIALS AS REQUIRED PER FIRE MARSHALL INSPECTORS



**REVIEW COPY**

LORENZ EXCAVATING SITE PLAN

*Proposed Plan*



**Development Review Application  
City of Kenosha, Wisconsin**

**MAILING INFORMATION**

**NAME OF PROJECT:** LORENZ EXCAVATING & TOP SOIL INC.

*Check one (1) of the following boxes to indicate the recipient of all correspondence:*

<input checked="" type="radio"/>	Name and Address of Applicant [Please print]: <u>BRADLEY S LORENZ</u> <u>2020 75ST KENOSHA WI 53142</u>	Phone: <u>(262-697-0359) 262-620-0097</u> Fax: <u>262-697-9084</u> E-Mail: <u>LORENZ-EXCAVATING@SR.GLOBE.NET</u>
<input type="radio"/>	Name and Address of Architect/Engineer [Please print]: _____ _____ _____	Phone: _____ Fax: _____ E-Mail: _____
<input type="radio"/>	Name and Address of Property Owner (if other than applicant) [Please print]: _____ _____ _____	Phone: _____ Fax: _____ E-Mail: _____

**PROJECT LOCATION**

Location of Development (street address and / or parcel number): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**TYPE OF LAND DEVELOPMENT**

**Check all that apply. Note: Additional information may be required within individual Sections.**

<input type="checkbox"/>	Certified Survey Map	Section 1	Page 3
<input type="checkbox"/>	Concept Review ( <i>Land Division</i> )	Section 2	Page 4
<input type="checkbox"/>	Concept Review (Multi-Family Residential or Non-Residential)	Section 3	Page 5
<input checked="" type="checkbox"/>	Conditional Use Permit	Section 4	Pages 6 & 7
<input type="checkbox"/>	Developer's Agreement	Section 5	Page 8
<input type="checkbox"/>	Final Plat	Section 6	Pages 9 & 10
<input type="checkbox"/>	Lot Line Adjustment Survey	Section 7	Page 11
<input type="checkbox"/>	Preliminary Plat	Section 8	Pages 12 & 13
<input type="checkbox"/>	Rezoning	Section 9	Pages 14 & 15
<input type="checkbox"/>	Site Plan Review	Section 10	Pages 16 & 17

**PRIOR TO SUBMITTING THIS APPLICATION TO THE DEPARTMENT OF CITY DEVELOPMENT,  
PLEASE REVIEW THE APPROPRIATE SECTION(S) FOR FEES, REQUIREMENTS AND APPROPRIATE APPENDICES.**

**Submit this cover page, completed application, applicable section(s) and appendices  
along with ALL required plans, information and fees to:**

Department of Community Development & Inspections  
 Planning Division  
 625 52nd Street, Room 308  
 Kenosha, WI 53140

Phone: 262.653.4030  
 Fax: 262.653.4045

Office Hours:  
 M - F 8:00 am - 4:30 pm

Planning & Zoning  
Community Development  
262.653.4030  
262.653.4045 FAX  
Room 308



Building Inspections  
Property Maintenance  
262.653.4263  
262.653.4254 FAX  
Room 100

## DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

Municipal Building · 625 52nd Street · Kenosha, WI 53140  
[www.kenosha.org](http://www.kenosha.org)

Jeffrey B. Labahn, Director

Richard Schroeder, Deputy Director

September 30, 2014

Bradley S. Lorenz  
8020 75<sup>th</sup> Street  
Kenosha, WI 53142

Dear Mr. Lorenz:

**SUBJECT: Illegal Occupancy Enforcement Notification - 8010 and 8020 75<sup>th</sup> Street**

It has come to our attention that a new business is in operation at subject property without a valid Business Occupancy Permit and without an approved Conditional Use Permit. A new Business Occupancy Permit is required any time a new building and/or site is occupied for commercial purposes.

This letter serves as notice that you are required to obtain a Business Occupancy Permit no later than **October 8, 2014**. The permit will be subject to a five-times (5X) penalty fee for operating a business without an occupancy permit.

After you apply and pay for an occupancy permit and pass your required inspections on the buildings on the site, you will be allowed to utilize the buildings for business purposes. Use of the yard for piles of landscape materials is a conditional use in the M-2 (Heavy Manufacturing) district. You will need to obtain a Conditional Use Permit (CUP) from the City before you will be allowed to operate in the outside storage yard. Please be advised that the CUP will include requirements such as paving the site, site screening, and operational restrictions regarding material pile heights and items allowed to be stored on the site. The CUP application must be received in our office no later than **October 10, 2014**,; or, all of the materials must be removed from the site by that date.

Failure to comply as specified above will result in the assessment of reinspection fees (to the property owner) in accordance with Section(s) 11.01 of the Zoning Ordinance. The amount of the reinspection fee starts at \$72.00 and escalates with each reinspection, up to a maximum fee of \$360.00 per inspection. These charges, if not paid within thirty (30) days of billing, will be added to the real estate tax bill for this property as a special charge, along with an administrative fee of \$100.00. No further notice and order shall be necessary for any "recurring violation" committed by a person within any one (1) year period.

If you have any questions, please feel free to contact me at 262.653.4049; or, you may e-mail me at [bwilke@kenosha.org](mailto:bwilke@kenosha.org).

Sincerely,

DEPARTMENT OF COMMUNITY  
DEVELOPMENT AND INSPECTIONS

Brian R. Wilke  
Development Coordinator

BRW:saz

Planning & Zoning

Community Development

262.653.4030  
262.653.4045 FAX  
Room 308



Building Inspections

Property Maintenance

262.653.4263  
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Room 100

## DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

Municipal Building · 625 52nd Street · Kenosha, WI 53140.  
[www.kenosha.org](http://www.kenosha.org)

Jeffrey B. Labahn, Director

Richard Schroeder, Deputy Director

November 21, 2014

Bradley S. Lorenz  
8020 75<sup>th</sup> Street  
Kenosha, WI 53142

Dear Mr. Lorenz:

**SUBJECT:** Conditional Use Permit (CUP) Application - 8010 - 8020 75<sup>th</sup> Street

This letter is to confirm our discussion held on Wednesday November 19, 2014. I indicated to you that your CUP application was incomplete, as it did not include the required review fee of \$1,300; and, the Site Plan was not to scale and difficult to interpret.

Based on our discussion, a revised CUP application, including the application fee and ten (10) copies of a scaled site plan must be submitted no later than 4:30 pm on Tuesday, December 2, 2014.

Failure to comply as specified above will result in the assessment of reinspection fees (to the property owner) in accordance with Section(s) 11.01 of the Zoning Ordinance. The amount of the reinspection fee starts at \$72.00 and escalates with each reinspection, up to a maximum fee of \$360.00 per inspection. These charges, if not paid within thirty (30) days of billing, will be added to the real estate tax bill for this property as a special charge, along with an administrative fee of \$100.00. No further notice and order shall be necessary for any "recurring violation" committed by a person within any one (1) year period.

If you have any questions, please feel free to contact me at 262.653.4049; or, you may e-mail me at [bwilke@kenosha.org](mailto:bwilke@kenosha.org).

Sincerely,

DEPARTMENT OF COMMUNITY  
DEVELOPMENT AND INSPECTIONS

Brian R. Wilke  
Development Coordinator

BRW:saz

Planning & Zoning

Community Development

262.653.4030  
262.653.4045 FAX  
Room 308



Building Inspections

Property Maintenance

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## DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

Municipal Building · 625 52nd Street · Kenosha, WI 53140  
www.kenosha.org

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Jeffrey B. Labahn, Director

Richard Schroeder, Deputy Director

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December 11, 2014

Bradley S. Lorenz  
8020 75<sup>th</sup> Street  
Kenosha, WI 53142

Dear Mr. Lorenz:

**SUBJECT:** Conditional Use Permit (CUP) Application - 8010 - 8020 75<sup>th</sup> Street

The Department of Community Development and Inspections is in receipt of your application for a Conditional Use Permit. The site plan submitted with the application is deficient in several areas and must be corrected before review can be commenced. The following items need to be addressed:

1. The plan must be drawn to a standard engineering scale (i.e. 1" = 20').
2. A drainage plan is required. The plan must include information on the existing grades on the property, as well as proposed grades. Based on items 1 and 2, Staff highly recommends that you hire a professional architect, engineer, and/or surveyor to prepare your plan submittal.
3. The site plan submitted does not show the existing environmental zoning areas, including FW Floodway (floodplain) and C-2 Lowland Resource Conservancy (wetlands). Filling or storing of materials in these areas may be prohibited or restricted based on the zoning. The site plan shall show these environmental areas.
4. The property to the north of your office building is zoned RM-2 (Multi-family Residential District) and is not under your ownership. Therefore, no materials piles shall be shown on the plan for this property; and, if a materials pile exists there today, it must be removed immediately and the area restored to its previous condition. The City will not support a rezoning of the area adjacent to your property, as it will negatively affect the compliance of the apartment complex with the Zoning Ordinance.
5. Staff will be making a recommendation to the Plan Commission that any area used

8010-8020 75<sup>th</sup> Street  
CUP Letter  
Page 2

for vehicle access or materials piles be paved with asphalt or concrete. Aisles shall be maintained between buildings and materials piles at all times for emergency access and shall be shown on the plans. Existing or proposed accesses into the property from the public street shall be shown as well.

A complete application must be re-submitted no later than **January 5, 2015**.

Failure to submit a revised application by that date will result in the assessment of reinspection fees (to the property owner) in accordance with Section(s) 11.01 of the Zoning Ordinance. The amount of the reinspection fee starts at \$72.00 and escalates with each reinspection, up to a maximum fee of \$360.00 per inspection. These charges, if not paid within thirty (30) days of billing, will be added to the real estate tax bill for this property as a special charge, along with an administrative fee of \$100.00. No further notice and order shall be necessary for any "recurring violation" committed by a person within any one (1) year period.

If you have any questions, please feel free to contact me at 262.653.4049; or, you may e-mail me at [bwilke@kenosha.org](mailto:bwilke@kenosha.org).

Sincerely,

DEPARTMENT OF COMMUNITY  
DEVELOPMENT AND INSPECTIONS



Brian R. Wilke  
Development Coordinator

BRW:saz

Zimbra

bwilke@kenosha.org

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**Notice of non-compliance**

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**From :** Brian Wilke <bwilke@kenosha.org>

Thu, Jan 22, 2015 10:06 AM

**Subject :** Notice of non-compliance 1 attachment**To :** lorenz-excavating@sbcglobal.net**Cc :** Jeff Labahn (jlabahn@kenosha.org)  
<jlabahn@kenosha.org>, Rich Schroeder  
<rschroeder@kenosha.org>

Mr. Lorenz:

Per our discussion yesterday, please see attached a plan set from the most recent contractor's storage yard approved by the City. This plan set is typical of the type of plans and quality of plans that we require for a complete Conditional Use Permit application.

Since we have issued repeated orders to you to submit a complete application for compliance with the Zoning Ordinance and have yet to receive an acceptable plan, **this email shall serve as notice that if we do not a) receive a fully completed and acceptable plan set in our office or b) get confirmation from a professional plan design firm that plans are being prepared by the close of business on Tuesday January 27, 2015, the City will issue a stop work order on your site. If a stop work order is issued, no employees will be allowed on the site and no business is to be transacted until such time as the stop work order is lifted. If a professional design firm is preparing your plan set, we will need a definitive timeline from them indicating when plans will be completed and submitted.**

I look forward to your prompt attention to this matter.

Brian R. Wilke  
Development Coordinator  
City of Kenosha -  
Dept. of Community Development & Inspections  
625 52nd Street  
Kenosha, WI 53140  
(262)653-4049 Phone

Thursday, May 7, 2015 at 5:00 pm  
Municipal Building  
625 52nd Street - Room 202 - Kenosha, WI 53140

Public Building Review for a 1,542 s.f. addition to the Kenosha Unified School District Educational Support Center at 3600 52nd Street. (District 10) PUBLIC HEARING

**NOTIFICATIONS AND APPROVAL REQUIREMENTS:**

Alderson Kennedy, District 10, has been notified. The City Plan Commission is the final review authority.

**LOCATION AND ANALYSIS:**

**Site:** 3600 52nd Street

1. The Kenosha Unified School District Educational Support Center is proposing to add a 1,542 s.f. addition to their existing building. The building will house a new freezer to support the food service operation in the building.
2. The exterior material of the addition will be a stucco finish over cement block.
3. Since the building is over 500 s.f., the City Plan Commission must review the plan as a Public Building Review.
4. The plans were sent to City Departments for their review. Their comments are included in the attached Conditions of Approval.
5. The plans generally comply with Chapters 4 and 14 of the Zoning Ordinance.

**RECOMMENDATION:**

A recommendation is made to approve the Public Building Review, subject to the attached Conditions of Approval.

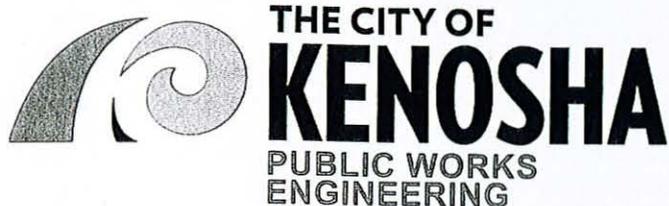


Brian Wilke, Development Coordinator



Jeffrey B. Labahn, Director

1. The following Conditions of Approval will run with the land and shall be included in a document recorded with the Kenosha County Register of Deeds:
  - a. The applicant shall obtain all required construction permits from the Department of Community Development & Inspections. This includes, but is not limited to Erosion Control, Building, Plumbing, Electrical and Occupancy permits.
  - b. The development shall be constructed per the approved plans on file with the Department of Community Development & Inspections, Room 308, 625 52nd Street, Kenosha, WI 53140. Any changes to the approved plans shall require an amendment to the Conditional Use Permit. All changes shall be submitted to the Department of Community Development & Inspections for review and approval.
  - c. Prior to the issuance of any Occupancy permits, all parking areas, drives and designated paved areas shall have the initial lift of asphalt installed. The building exterior shall be completed per the approved plans, the exterior lighting shall be installed and the Conditional Use Permit shall be recorded with the Kenosha County Register of Deeds. All improvements indicated on the plans, including landscaping, shall be installed prior to the issuance of a final Occupancy permit. The recording fees for the Conditional Use Permit shall be submitted by the applicant.
  - d. Compliance with City and State and/or Federal Codes and Ordinances. The buildings shall comply with the current Code standards in effect upon application for a building permit.
  - e. All roof top mechanicals shall be properly screened per Section 14.07 B.10 of the Zoning Ordinance.
  - f. All trash containers shall be stored within the enclosure or building. The applicant/owner shall be responsible for waste collection and removal for the development. The City of Kenosha shall not provide waste collection or removal services or incur any cost in this regard.
  - g. The applicant shall meet all applicable Conditions of Approval and obtain a building permit within twelve (12) months of City Plan Commission approval of the Conditional Use Permit or the Conditional Use Permit shall be null and void.
  - h. All vehicles shall be parked within the designated paved areas.
  - i. All improvements, including landscaping, shall be maintained per the approved plans. Any damaged fencing, landscaping or building shall be replaced or reconstructed per the approved plans.
2. The following conditions of approval shall be satisfied with City Staff prior to the issuance of any construction permits:
  - a. Compliance with the Public Works memo dated April 30, 2015.



**TO:** Brian Wilke, Development Coordinator

**FROM:** Shelly Billingsley, P.E. *Shelly Billingsley* 4-30-15  
City Engineer

**DATE:** April 30, 2015  
**SUBJECT:** PLAN REVIEW COMMENTS  
**Project Description:** KUSD Support Center Freezer Addition  
**Location:** 3600 52<sup>nd</sup> Street

Our staff has reviewed the plans for this project. The following comments are provided:

Parking Lot Ordinance Compliance	Sufficient	Deficient	Not Applicable
Parking Lot Paved	X		
Standard Stall Width	X		
Parking Lot Layout	X		
Parking Lot Lighting Shown	X		
Parking Lot Lighting Adequate	X		
Handicapped Parking	X		
Driveway Locations	X		
Driveway Width	X		
Passing Blister or Accel/Decel Lanes			X
Sidewalks Adequate	X		
Drive Thru Lane Design			X

Public Streets	Sufficient	Deficient	Not Applicable
Geometric Design			X
Pavement Width			X
Pavement Thickness Design			X
Established Grades			X
Plan Details			X
Sidewalks			X
Street Lights			X

Site Grading/Drainage	Sufficient	Deficient	Not Applicable
Drainage Plan	X		
Storm Sewer	X		
Storm Water Detention			X
Drainage Calculations	X		

Project Approval/Permits Needed	Yes	No	Not Applicable
Project Approved for Permitting	X		
Withhold Permits: See Comments		X	
Approve Footing/ Foundation Only (per condition)			X
Parking Lot Permit Required	X		
Driveway Permits Required	X		
Sidewalk Permit Required	X		
Street Opening Permit Required	X		
Stormwater Permit Required	X		
Erosion Control Required	X		

**Grading & Drainage Comments:**

1. Show proposed asphalt grades and the proposed finished grade at the outside of the proposed building addition.
2. The city believes the existing storm sewer route and easement is per the drawing emailed from Ray Singer to Greg Droessler on 4/22/15. Show the alignment per that drawing.
3. Televiser the existing storm sewer prior to construction to verify location and condition. If the addition is within 10' of the storm sewer then it will need to be televised after construction in order to verify that the pipe was not damaged during construction.

4. The addition is over the existing storm sewer lead from the north side of the addition to the 54" storm main. The pipe material must be per state code or the pipe must be either routed around the addition or replaced with a material that meets state code.

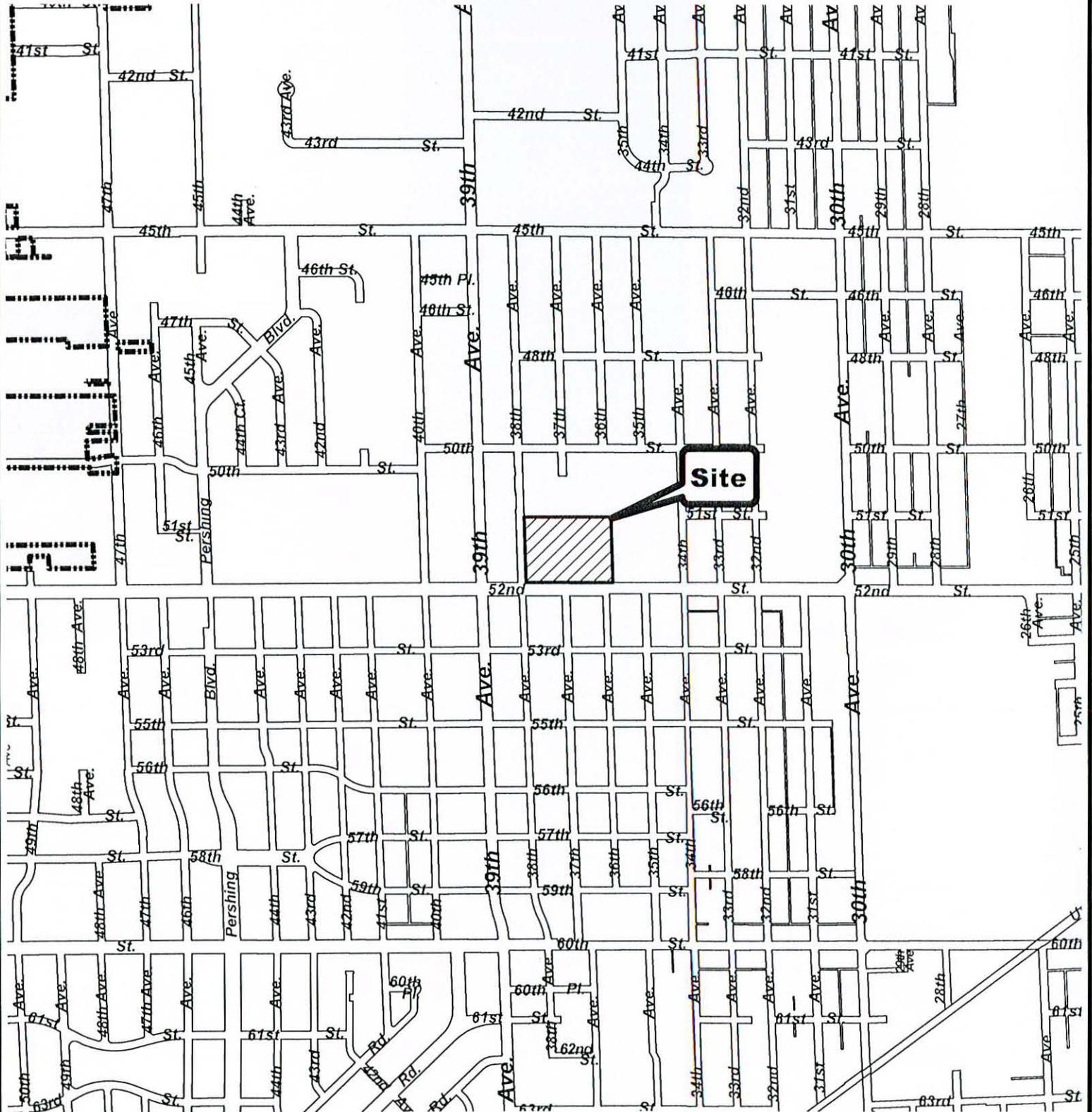
**Traffic Comments:**

1. No comments.

cc: Jeff Hansen; Greg Holverson; Kile Kuhlmeier; Jerry Koehler

# City of Kenosha

## Vicinity Map KUSD Support Center Freezer Addition CUP



----- Municipal Boundary





**Partners in Design**  
ARCHITECTS

**Partners in Design  
Architects, Inc.**

**W I S C O N S I N**  
600 Fifty Second Street  
Suite 220  
Kenosha, WI 53140  
voice: 262.652.2800  
fax: 262.652.2812

**I L L I N O I S**  
2610 Lake Cook Road  
Suite 280  
Riverwoods, IL 60015  
voice: 847.940.0300  
fax: 847.940.1045

April 7, 2015

Mr. Brian Wilke  
City Planning Development Coordinator  
625 52<sup>nd</sup> Street, Room 308  
Kenosha, Wisconsin 53140

Re: Kenosha Unified School District  
Educational Support Center Freezer Addition

Dear Mr. Wilke,

Please find attached our plan commission submittal for Kenosha Unified School District's (KUSD) Educational Support Center Freezer Addition.

The proposed addition will house a new freezer for the facility. Directly adjacent to the existing warehouse, it is an economical means of delivering additional floor space required to efficiently continue operations. The addition and the new freezer location will also free up floor space in the existing facility to further that efficiency.

If you have questions or concerns please feel free to contact me.

Sincerely,



Michael Risselada, AIA  
Project Manager

**Development Review Application  
City of Kenosha, Wisconsin**

**MAILING INFORMATION**

**NAME OF PROJECT:** KUSD Educational Support Center Freezer Addition

*Check one (1) of the following boxes to indicate the recipient of all correspondence:*

Name and Address of Applicant [Please print]:  
John Setter Phone: 262.359.6331  
KUSD District #1 / Educational Support Cntr. Fax: \_\_\_\_\_  
3600 52nd Street E-Mail: jsetter@kUSD.edu  
Kenosha, WI 53144

✓  Name and Address of Architect/Engineer [Please print]:  
Michael Risselada, AIA Phone: 262.652.2800  
Partners in Design Architects Fax: \_\_\_\_\_  
600 52nd St., Suite 220 E-Mail: michaelr@pidarchitects.com  
Kenosha, WI 53140

Name and Address of Property Owner (if other than applicant) [Please print]:  
 \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ Fax: \_\_\_\_\_  
 \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PROJECT LOCATION**

Location of Development (street address and / or parcel number): \_\_\_\_\_  
 \_\_\_\_\_

**TYPE OF LAND DEVELOPMENT**

**Check all that apply. Note: Additional information may be required within individual Sections.**

<input type="checkbox"/>	Certified Survey Map	Section 1	Page 3
<input type="checkbox"/>	Concept Review ( <i>Land Division</i> )	Section 2	Page 4
<input type="checkbox"/>	Concept Review (Multi-Family Residential or Non-Residential)	Section 3	Page 5
<input checked="" type="checkbox"/>	Conditional Use Permit	Section 4	Pages 6 & 7
<input type="checkbox"/>	Developer's Agreement	Section 5	Page 8
<input type="checkbox"/>	Final Plat	Section 6	Pages 9 & 10
<input type="checkbox"/>	Lot Line Adjustment Survey	Section 7	Page 11
<input type="checkbox"/>	Preliminary Plat	Section 8	Pages 12 & 13
<input type="checkbox"/>	Rezoning	Section 9	Pages 14 & 15
<input type="checkbox"/>	Site Plan Review	Section 10	Pages 16 & 17

**PRIOR TO SUBMITTING THIS APPLICATION TO THE DEPARTMENT OF CITY DEVELOPMENT,  
PLEASE REVIEW THE APPROPRIATE SECTION(S) FOR FEES, REQUIREMENTS AND APPROPRIATE APPENDICES.**

*Submit this cover page, completed application, applicable section(s) and appendices  
along with ALL required plans, information and fees to:*

Department of Community Development & Inspections  
 Planning Division  
 625 52nd Street, Room 308  
 Kenosha, WI 53140

Phone: 262.653.4030  
 Fax: 262.653.4045

Office Hours:  
 M - F 8:00 am - 4:30 pm

**SECTION 4  
CONDITIONAL USE PERMIT**

<b>Additional Information Required:</b>	Building or Addition Square Footage: <u>1,542 SF</u> Existing Building Size: <u>92,000 SF</u> Site Size: <u>307,272 SF (7.02 ACRES)</u> Current # of Employees _____ Anticipated # of New Employees _____ Anticipated Value of Improvements _____		
<b>Submittal Requirements:</b>	<ul style="list-style-type: none"> <li>➤ Ten (10) full size scaled copies of Specified Plans indicated below drawn at a standard engineering scale</li> <li>➤ Developer Site Plan/Conditional Use Permit Checklist (Appendix A)</li> </ul>		
<b>If Item to be Reviewed by Plan Commission/Common Council must Submit:</b>	<ul style="list-style-type: none"> <li>➤ One (1) 8 1/2" x 11" reduction <i>or</i> twenty (20) 11" x 17" reductions of the Site/Landscape Plan, Floor Plan and Colored Building Elevations (all sides)</li> <li>➤ Sample Board containing colored samples of all exterior building materials</li> </ul>		
<b>Fees:</b>	<u>Building or Addition Size</u>	<u>Site size</u>	<u>Review Fee</u>
	Level 1 <= 10,000 sq. ft.	<= 1 acre	\$900 = City Plan Dept. <i>or</i> \$1,025 = CPC/CC
	Level 2 10,001 - 50,000 sq. ft.	1.01 - 10 acres	\$1,175 = City Plan Dept. <i>or</i> \$1,300 = CPC/CC
	Level 3 50,001 - 100,000 sq. ft.	10.01 - 25 acres	\$1,600 = City Plan Dept. <i>or</i> \$1,725 = CPC/CC
	Level 4 > 100,001 sq. ft.	> 25.01 acres	\$2,000 = City Plan Dept. <i>or</i> \$2,125 = CPC/CC
	<ul style="list-style-type: none"> <li>➤ If building size or addition and gross acreage of the site determine two (2) different fees, the greater of the two fees will be assessed.</li> <li>➤ Application fee entitles applicant to an initial review and one re-submittal.</li> <li>➤ Re-submittal fee = \$425 per re-submittal after two (2) permitted reviews.</li> <li>➤ CUP Amendment = 50% of the applicable fee as determined above.</li> </ul>		
<b>Appendices to Review:</b>	➤ All		
<b>Approximate Review Time:</b>	<ul style="list-style-type: none"> <li>➤ 30 days for Staff Review</li> <li>➤ 45-60 days for City Plan Commission/Common Council Review</li> </ul>		
The conditional use permit plans, <i>prepared to a standard engineering scale</i> , shall be submitted with this application & shall include the following information:			
<b>Building Plan:</b>	<ul style="list-style-type: none"> <li>➤ Layout of building(s) including size and layout of rooms</li> <li>➤ Design and architecture</li> <li>➤ Plans and details on fire suppression and/or standpipe</li> <li>➤ Plans and details on fire detection, fire alarm and other safety devices</li> </ul>		
<b>Site Plan</b> (based on a plat of survey)	<ul style="list-style-type: none"> <li>➤ Legal description of property</li> <li>➤ Location and footprint of building(s) and structure(s)</li> <li>➤ Locations of existing and proposed streets, drives, alleys, easements, rights-of-way, parking as required, vehicular and pedestrian access points, and sidewalks</li> <li>➤ Outline of any development stages</li> <li>➤ Location and details on any required emergency access roads</li> <li>➤ A calculation of square footage devoted to building, paving and sidewalks, and landscaped/open space</li> </ul>		
<b>Drainage Plan</b>	<ul style="list-style-type: none"> <li>➤ Existing topography, including spot elevations of existing buildings, structures, high points, and wet areas, with any previous flood elevations</li> <li>➤ Floodplain boundaries, if applicable</li> <li>➤ Soil characteristics, where applicable</li> <li>➤ Proposed topography of the site denoting elevations and natural drainage after construction and any proposed stormwater retention areas</li> </ul>		

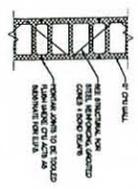




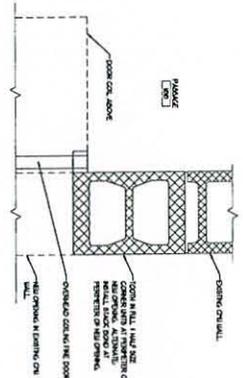
DOOR SCHEDULE							
NO.	SIZE	MATERIAL	TYPE	DOOR	FRAME	HOW SET	REMARKS
1	7'-0" x 2'-0"	1/2" GLASS	SWING	ALUMINUM	ALUMINUM	SWING	SEE DETAIL 101
2	7'-0" x 2'-0"	1/2" GLASS	SWING	ALUMINUM	ALUMINUM	SWING	SEE DETAIL 102
3	7'-0" x 2'-0"	1/2" GLASS	SWING	ALUMINUM	ALUMINUM	SWING	SEE DETAIL 103
4	7'-0" x 2'-0"	1/2" GLASS	SWING	ALUMINUM	ALUMINUM	SWING	SEE DETAIL 104
5	7'-0" x 2'-0"	1/2" GLASS	SWING	ALUMINUM	ALUMINUM	SWING	SEE DETAIL 105

1. Aluminum frameless doors, swing out, unless otherwise noted.  
 2. Aluminum frameless doors, swing out, unless otherwise noted.  
 3. Aluminum frameless doors, swing out, unless otherwise noted.  
 4. Aluminum frameless doors, swing out, unless otherwise noted.  
 5. Aluminum frameless doors, swing out, unless otherwise noted.

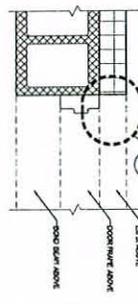
WALL TYPES  
3/8" - 1'-0"



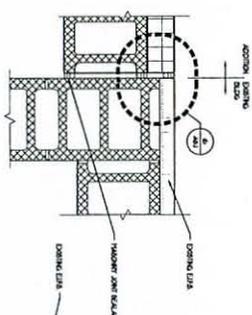
3 PLAN DETAIL  
1/2" - 1'-0"



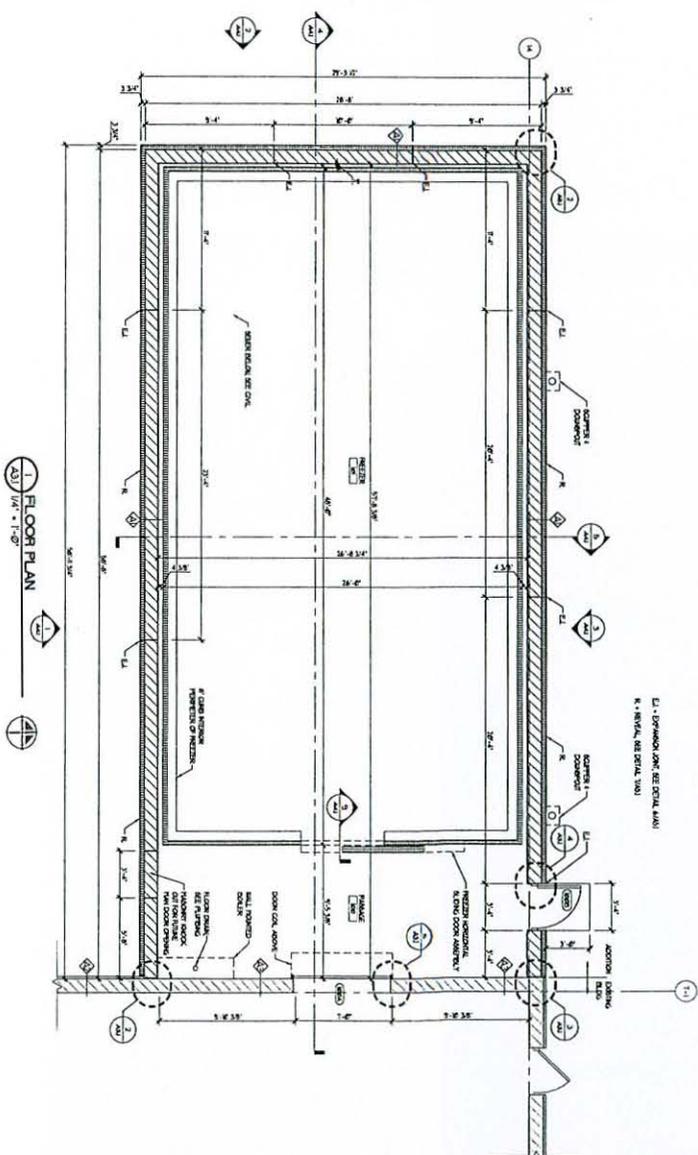
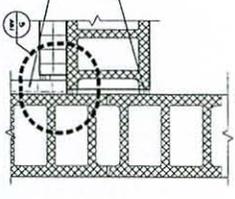
4 PLAN DETAIL  
1/2" - 1'-0"



2 PLAN DETAIL  
1/2" - 1'-0"



1 PLAN DETAIL  
1/2" - 1'-0"



1 FLOOR PLAN  
1/4\"/>



