



Village Office 2990 S. Pine Tree Rd, Hobart, WI
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Notice is hereby given according to State Statutes that the SITE REVIEW COMMITTEE of the Village of Hobart will meet on Wednesday, June 21st, 2017 at 5:30 P.M. in the Village Office. NOTICE OF POSTING: Posted this 16th day of June, 2017 at the Hobart Village Office, 2990 S. Pine Tree Rd and on the Village's website.

MEETING MINUTES – SITE REVIEW COMMITTEE

Date/Time: Wednesday, June 21ST, 2017 – 5:30 P.M.

Location: Village Office

ROUTINE ITEMS TO BE ACTED UPON:

1. **Call to order/Roll Call.** The meeting was called to order by D. Dillenburg at 5:30pm. David Dillenburg, M. Ambrosius, R. Nuetzel, M. Zimmer, D. Baranczyk, D. Schumacher were present T. Tengowski was absent.
2. **Verify/Modify/Approve Agenda.** Motion made by D. Baranczyk, second by M. Zimmer to approve the agenda as presented. The motion passed unanimously.
3. **Approve February 22, 2016 Meeting Minutes.** Motion made by R. Nuetzel, second by D. Schumacher to approve the minutes of the February 22, 2017 meeting. The motion passed unanimously.
4. **Public Comment on Non-Agenda Items.** No comments were given.

ACTION ITEMS

5. **Green Bay Converting, 1001 Fernando Dr., HB-337, Manufacturing Plant;**

Discussion and Action: 265,622 sf (phase 1) and 120,000 sf (phase 2) Paper Converting, Warehousing of Raw and Finished Products. Applicants: Ron Hildebrand, General Manager, Green Bay Converting, Agent: Jay McKeefrey, Schuh Construction Inc. and Robert Mach, Mach IV Engineering & Surveying, LLC were present to speak about the project with the committee located at 1001 Fernando Dr. The rezoning hearing for the parcel to Limited Industrial is scheduled for July 5, 2017.

Green Bay Converting is proposing a two-phase development of a Paper Converting Plant. Phase 1 consists of a 265,622-sf facility. Phase 2, 120,000 sf., is planned and anticipated by the applicant in approximately 5 years. In this regard, staff is seeking approval of both phases. Staff has proposed various conditions of approval, in efforts to consolidate both phases into one Site Review Committee approval. Staff has performed preliminary review with the applicant and though consultation the plans were submitted for the Committee's review.

Green Space: the site will maintain 68.3% green space after Phase 1, and 59.9% green space after completion of Phase 2.

Setbacks: The proposed development complies with or exceeds all applicable setbacks.

Parking: The general Zoning Ordinance standards requires the greater of 1 stall/2 employees or 1 stall per 1,000 sf of building area. Whereas the Site Review section standard requires 1 stall /2 employees plus those needed for visitors.

The applicant proposes 147 stalls for a maximum shift employee count of 85 employees, leaving 62 stalls available for shift change and visitor.

Recommended Condition #1: Parking is approved conditioned on the applicant (or any future owner) providing parking as necessitated to provide compliant on-site parking.

Driveway Access: There are three driveway access points. One centrally located for access to the parking lot, the other two for semi-truck traffic. Zoning Ordinance standard is 40 ft max width at the property line, which all three driveways meet. The applicant must also comply with Brown County Highway Dept. requirements as it relates to the driveways and flares. The applicant is reviewing those requirements with that agency and will comply with the more stringent of the standards.

Site Utilities: Final plans are being prepared by Mach IV. To provide a broad overview, staff has been substantially involved with utilities while this project has progressed over the past 6 months. Electric, gas and communications will be provided from Fernando Dr. Municipal water will be provided from the Village's water main located parallel to the west property line of this property. Municipal sanitary sewer will be extended from O'Hare Blvd., through an easement from the Warehousing of Wisconsin property to the southeast corner of this property.

Emergency Response Access and Fire Fighting Facilities: The contractors reviewed the development plans with Fire Chief Lancelle and fire hydrants spaced around the perimeter of the building to satisfy the Fire Hose reach range. The Mach IV plan should also show how the fire hydrants will be repositioned to accommodate the phase 2 expansion. Similarly, the Fire Lane surrounding the building will be modified to accommodate phase 2.

Recommended Condition #2: The Fire lane at the south end of phase 1 must be paved within 6 years after Occupancy is approved, unless phase 2 is under construction. The Fire Lane extension around phase 2 must be paved at the time of occupancy of phase 2, or immediately after when the seasonal conditions permit paving. At least three (3) Knox Boxes must be provided in locations to be confirmed by the Village Fire Chief.

Storm Water Planning: The building plans show the general concept as to the location of Storm Water Pond for retention and demonstrates how the ponds are interconnected. Mach IV plans are in preparation for finalizing the design. The outfall of the ponds will convey water to the Fernando Dr. ditch, which conveys water to the local stream.

Recommended Conditions #3: Final Village Storm Water Management Plan approval must be secured prior to commencing construction above the foundation of Phase 1.

Refuse Collection: Two enclosed compactor dumpsters are proposed in lieu of standard dumpsters. These are located at the south end of the east side truck docks. As these will be 500 feet or more from Fernando Dr., visibility is not prominent. Staff recommends approval as proposed with the following condition:

Recommended Conditions #4: Village approval of any alternate refuse collection and storage facilities must be secured prior to implementation.

Architectural Standards: The front façade proposes the use of split face masonry and semi-concealed fastener, "Shadowwall" metal panels. The masonry component equals approximately 36% of the front façade square footage, meeting the 35% minimum requirement.

Given the front wall is approximately 200 ft. from the road, the metal wall panel fasteners will not be identifiable from the road. In this recognition staff recommends waiving the concealed fastener requirement. Color renderings were provided, to demonstrate the colors, shadows and use of materials as viewed from the road. Actual materials were also provided.

The masonry component will wrap around onto the east and west elevations by the depth of the office area. This helps to “frame” the office area from the plant and warehouse area.

The sides and rear of the building will employ the same metal panels as the front façade. The fasteners will be semi-concealed by being placed against the “shadow” contours.

The roof will employ a concealed fastener, standing seam, metal panel roof system.

Roof Top Mechanical Units: Due to the size of the building, width and depth, the applicant proposes to set the roof top units away from the perimeter of the building to assist in minimizing their view from the perimeter of the property. In addition, the applicant has agreed to have the units color matched to the color of the building metal wall panels. Staff recommends approval of the color matched RTU’s in lieu of screening.

Other Mechanical Equipment: There is an electrical transformer and emergency generator located east of the building, approximately 600’ from the Fernando Dr. right-of-way.

Recommended Conditions #5: The transformer must be painted to color match the east side of the building.

Landscaping: Staff has no concerns with the species or quantity of materials being used for the landscaping plan. However, staff would recommend additional plantings at the northeast area of the building, south of the “Future Parking” area, perhaps a design that is similar with the same area on the east side of the building.

Recommended Conditions #6: Submit and secure staff approval of revised Landscape plans providing plantings at the NE area of the building as described.

Lighting: All lighting, pole and wall mount, will be down faced style fixtures to reduce light conveying beyond the property and eliminate glare onto abutting properties and the roadway. Dark sky lighting projecting only 1/10ft candle on driveway.

Signage: The monument sign complies with Village Ordinances, including illuminating the address. The 228 sf wall sign exceeds the 60 sf. maximum. However, this sign square footage is equivalent to 1.7% of the wall square footage, whereas the ordinance percentage maximum is 10%. Recognizing the front building façade is approximately 200 ft. from the right-of-way line staff recommends approval as proposed.

General Site Development Items: The following items will need further design, review and approval. These are recommended to be included as conditions of approval prior to Building Permit issuance:

Recommended Conditions #7: Secure Wis. DNR Notice of Intent approval (Erosion Control & Storm Water Management Plan Approval) and Secure Airport Height Permit.

Recommended Condition #8: Prior to commencing Phase 2, staff shall re-review the addition to confirm compliance with this submittal and applicable zoning requirements that are not included in this review (i.e. parking, minor modifications to the plan that would not necessitate Site Review Committee action.)

Staff recommends approval of the proposed development subject to the identified conditions in addition to any conditions the Committee may identify.

Motion made by R. Nuetzel, second by D. Baranczyk to approve the Phase 1 development subject to the 8 identified conditions presented. The motion passed unanimously.

6. **ADJOURN:** Motion made by D. Dillenburg, second by D. Baranczyk, to adjourn. The motion passed unanimously. Meeting adjourned at 6:10pm.