

March 6, 2024

Town of Clayton
Attn: Kelsey Faust-Kubale
8348 Hickory Ave
Larsen, WI 54947

Re: Kunes RV Addition (2615 West American Drive)

Good afternoon,

This letter is in response to the February 14, 2024 Plan Commission Meeting staff comments/recommendations.

Staff Comments

1. Gravel outdoor camper display area does not comply with the 2017 Site Plan Approval and the 25 ft. outdoor display area setback requirement per Sec. 9.08-291.
 - Staff recommends requiring the applicant to submit revised site plans identifying compliance with the 2017 Site Plan Approval and, for display areas installed beyond the 2017 approval, compliance with Sec. 9.08-291 prior to Conditional Use Permit and Site Plan approvals.
Excel Response: 25' setback to west now provided in updated plans. 15' setback to south now provided in updated plans as well.
2. Applicant did not provide Winnebago County and Wisconsin Department of Natural Resources (DNR) stormwater management and erosion control permits/approvals.
 - Staff recommends requiring the applicant to provide the Town copies of County and DNR stormwater management and erosion control permits/approvals prior to Conditional Use Permit and Site Plan approvals.
Excel Response: Plans were submitted to Winnebago County. Winnebago County required pond asbuilts prior to permit approval. Pond has now been surveyed, documenting previous pond improvements and modifications. Revised plans will be sent to Winnebago County concurrent with this resubmittal. Plans will be submitted to DNR upon wetland permitting.
3. Applicant did not provide Wisconsin Department of Natural Resources (DNR) approval for wetland disturbance/filling.
 - Staff recommends requiring the applicant to provide the Town a copy of DNR approval for wetland disturbance/filling prior to Conditional Use Permit and Site Plan approvals.
Excel Response: As outlined on sheet C1.0B, AJDs for on-site wetlands have been submitted to US Army Corps. Once AJDs are granted, nonfederal wetland request and artificial wetland requests will be requested from the DNR.
4. The proposed exterior wall materials do not comply with the requirements of Attachment C for the Tier 1 architectural design zone (i.e., "Acceptable Exterior Building Materials" shall cover at least 75% of all exterior wall surfaces of the proposed addition).

- Plan Commission will need to determine if compliance with Attachment C will be required for the proposed addition or if Plan Commission will recommend allowing the percentages of Acceptable Exterior Building Materials to be decreased for consistency in architectural design of the existing building.

Excel Response: To maintain architectural consistency and provide a uniform building, exterior building materials consistent with the existing building materials are proposed.

5. Applicant did not provide specifications identifying compliance with the Solar Reflective Index (SRI) requirement for roofing material.
 - Staff recommends requiring the applicant to provide specifications identifying compliance with the SRI requirement prior to Conditional Use Permit and Site Plan approvals.

Excel Response: To maintain architectural consistency and provide a uniform building roof, exterior building materials consistent with the existing building roof are proposed.

6. New overhead doors are proposed facing street yards (i.e., USH 10 & West American Dr.).
 - Staff recommends allowing the overhead doors to face the street yards due to the existing building orientation and the subject lot having street frontage on both the north and south sides of the lot.

Excel Response: To maintain architectural consistency and provide a uniform overhead door layout, overhead doors are proposed on the north and south sides of the proposed building addition.

7. Applicant did not submit a landscape plan; the existing landscaping does not comply with the 2017 Site Plan Approval; and the existing landscaping does not comply with Attachment E for the proposed building addition and expansion of the outdoor display/storage area.
 - Staff recommends requiring the applicant to submit a landscape plan in compliance with the 2017 Site Plan Approval and Attachment E for the proposed building addition and outdoor display area expansion prior to Conditional Use Permit and Site Plan approvals.

Excel Response: Landscape plan now provided as sheet C1.4, maintaining consistency with the 2017 Site Plan approval.

8. The refuse/recycling area and screening in compliance with Section 9.08-209 was not identified on or provided with the submitted plans.
 - Staff recommends requiring the applicant to submit plans identifying the refuse/recycling area and screening in compliance with Section 9.08-209 prior to Conditional Use Permit and Site Plan approvals.

Excel Response: Refuse/recycling area now provided on sheet C1.1A, keynote 35. Screening chain-link fence with slats and gates, in addition to screening evergreen shrubs proposed on sheet C1.4.

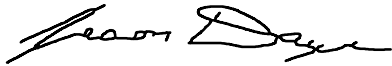
9. Applicant did not provide specifications verifying the proposed exterior lighting is certified by the International Dark Sky Association (IDA).
 - Staff recommends requiring the applicant to submit specifications verifying the proposed exterior lighting is IDA-compliant prior to Conditional Use Permit and Site Plan approvals.

Excel Response: See updated Sheet C3.1. There is a small blue badge on the wall pack cut sheet indicating IDA compliance.

The submittal documents have been revised per the comments above. Please accept for review and approval. Please let me know if you have any comments, questions, or need additional information.

Sincerely,

Excel Engineering, Inc.

A handwritten signature in black ink, appearing to read "Jason Daye". The signature is fluid and cursive, written in a professional style.

Jason Daye, P.E.
Principal, Civil