

## CHAPTER 18

### COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL DEVELOPMENT

- 18.01 General
- 18.02 Site Plan Requirements
- 18.03 Roadway Improvements
- 18.04 Potable Water
- 18.05 Fire Protection
- 18.06 Sanitary Sewerage
- 18.07 Storm Water
- 18.08 Ditches, Canals, Waterways, Railroads and Other Hazards
- 18.09 Miscellaneous
- 18.10 Landscaping
- 18.11 Compliance with City of Lancaster Subdivision Ordinance

**18.01 GENERAL.** The provisions of this chapter shall apply to all site developments except single family and duplex residential construction (one principal structure per site).

**18.02 SITE PLAN REQUIREMENTS.** The following fourteen (14) steps are necessary:

(1) The Developer contacts the City Administrator for information concerning the City requirements and compatibility with the General Plan, and discusses with staff members the proposed plan of development.

(2) The Developer submits the following to the City:

(a) Three (3) copies of the preliminary site plan. The preliminary site plan shall include the following minimum requirements.

1. Title of development.
2. Name, address, and telephone number of owner, developer, and engineer.
3. North arrow, drawing scale of at least one inch equals fifty feet (1" = 50') or larger, and date.
4. Vicinity map showing abutting properties and owners' uses of abutting properties, and City streets.
5. Dimensions of property and all lots (including area in square feet), drawn accurately to scale.
6. Dimensions of existing and proposed buildings (including area in square feet), drawn accurately to scale and showing uses and type of construction.
7. Adjoining buildings and uses.
8. Layout of street system, including designations.
9. Location of existing and proposed curb, gutter and sidewalk. If property abuts a State Highway, approval of the State Right-of-Way Engineer must be obtained for location of curb, gutter and sidewalk. Location and number of curb entrances must be approved by WDOT. On City streets the location and number of curb entrances must be approved by the City Engineer.
10. Location of existing edge of asphalt surfacing.
11. Location of proposed paved areas, including entrances and exits,

and walkways.

12. Location and number of parking stalls, loading areas, and docks.
13. Easements.
14. The flood hazard zone(s) if the development is in an area of special flood hazard.
15. Location of driveways and sidewalks on adjoining properties.

(b) Conditional Use Permit application if the development includes a conditional use.

(3) The City staff will review the documents and approve, modify, or disapprove the preliminary site plan. Fifteen (15) working days are allowed for completion of the staff review for each submittal or resubmittal. If a conditional use is included, the preliminary site plan approval is contingent upon and in conformity to the preliminary conditional use approval by the Plan Commission.

(4) The Developer pays the site plan review fee at the City Office and staff will review the site plan.

(5) The Developer submits the following to the City:

(a) Three (3) copies of the final site plan. The final site plan shall include the following minimum requirements:

1. All items required for a preliminary site plan.
2. Location and size of existing and proposed potable water, sanitary sewer, storm sewers, and electric power utilities.
3. Calculations for and location of storm water detention facilities.
4. Location of nearest existing and proposed fire hydrants.
5. Location of any existing irrigation systems including open ditches, pipe culverts, diversion boxes and clean outs.
6. Landscaping plan.
7. Location of all fences, lighting, signs, refuse collection areas and other items to be included on site.
8. Drawings, sketches or perspectives of proposed buildings.

9. The flood hazard zone(s) if the development is in an area of special flood hazard.
  - (b) Utility service (load) information:
    1. Electrical power.
    2. Potable water and fire protection pressure and flow requirements.
    3. Sanitary sewer quantity and quality parameters.
  - (c) Building plans sufficient to meet the requirements for building permits.
  - (d) A copy of the site plan review fee receipt.

(6) As applicable, all municipal, county, and state agencies, where necessary, will review the submitted items for compliance.

(7) The City staff will review the documents and approve, modify, or disapprove the final site plan. Fifteen (15) working days are allowed for completion of staff review for each submittal or resubmittal.

(8) The Developer does the following at the City Office:

- (a) Provides the required guarantee(s) on improvements.
- (b) Furnishes proof of compliance with all the requirements of the pressure irrigation provider.
- (c) Applies for a building permit(s) and pays the required fees to include:
  1. Impact fees.
  2. Utility extension fees.
  3. Plan review fee(s).
  4. Building permit fee(s).

(9) The Developer and contractors and other representatives meet with City representatives in a preconstruction conference and then the Developer constructs the on-site and off-site improvements in accordance with the approved Plan and the City Subdivision Ordinance, Specifications, and Standard Drawings, with inspection by the City.

(10) When the site improvements are completed, the Developer submits "As-Built Drawings" to the City who will then have the site inspected for Construction and certify completion.

(11) The City will then return or release the guarantee on improvements, except for a retainage of ten percent (10%).

(12) When structures are completed, with required inspection, the Developer notifies the Building Inspector.

(13) The Engineer of record and/or officials from the State of Wisconsin or Building Inspector shall conduct a final inspection of the structure(s) and issue the Certificate(s) of Occupancy upon finding all in compliance.

(14) Twenty-four (24) months after completion of the improvements (date of construction completion inspection) a Final Inspection will be made by the City. If all site work is satisfactory, the retainage will be released.

**18.03 ROADWAY IMPROVEMENTS.** (1) Whenever a new structure is built, a structure existing on the effective date of this chapter is modified, renovated or improved (where the combined value of such modifications, renovations or improvements undertaken exceed 50% of the current market value of the structure), or where any site development increases the use of public streets, the owner of the property shall place curb, gutter and sidewalk at the proper location along the frontage of the property for the road width as determined by the City Engineer. If the development abuts a State Highway, the developer must obtain approval for the location of curb, gutter and sidewalk from the State Highway Right-of-Way Engineer. The owner of the property shall also install road base and asphalt surfacing from the existing asphalt surfacing to the new curb and gutter. The owner shall dedicate the widened portion to the City. The dedication of property shall not alter zoning limitation or zoning privileges.

(2) Roadway improvements to be built by the developer which will be dedicated to the City shall conform to the following:

(a) Improvements shall be guaranteed for a period of 24 months after installation and acceptance by the City. The developer will be responsible for maintenance of the improvements during that period.

(b) Total Width shall be the standard sixty foot (60') right-of-way from property line to property line, with a pavement width from back of curb to back of curb of thirty-six feet (36'). Major road widths of sixty-six feet (66'), eighty-four feet (84'), or one hundred six feet (106') will be required when required by the City.

(c) Grades of Roads shall be minimum of 0.5% and maximum of

10.0% for local and collector streets and 8.0% maximum for arterial streets.

(d) Asphalt Surfacing shall be provided on all roads in conformance with all standards and specifications as determined by the City.

(e) Sidewalks shall be provided in all commercial developments and as specified by the Plan Commission in all industrial developments. Sidewalks shall be five feet (5') wide and four inches (4") thick except at driveways, where the thickness shall be increased to six inches (6"). Sidewalks shall have four inches (4") of gravel base course for foundations.

(f) Concrete curb and gutter shall be required in all developments. The curb and gutter shall be thirty inches (30") wide and of standard high-back style, or standard roll curb if recommended by the Plan Commission and approved by the City Council, with six inches (6") of gravel base course for foundations.

(g) Installation of all other roadway improvements shall comply with the Specifications and Standard Drawings.

**18.04 POTABLE WATER.** (1) The developer shall at his expense, unless a cost sharing agreement is approved by the City, install all "off-site" potable water to connect his development with existing City systems. This shall include water meters, boxes, covers, valves and any additional items required. These "off-site" lines shall be minimum of eight inches (8") in diameter, shall be installed in accordance with the Specifications and Standard Drawings, and shall be dedicated to the City. These utilities dedicated to the City shall be guaranteed by the developer for a period of 24 months after installation. All construction plans showing pipe locations must be submitted to and approved by the City Engineer.

(2) Commercial and industrial service connections or fire sprinkler connections greater than two inches in diameter shall require a meter station. Plans and specifications for the meter station shall be the responsibility of the developer.

(3) Back flow prevention devices (reduced pressure back flow preventers) shall be installed by the developer in accordance with the requirements of the Plumbing Code. Such devices shall be inspected annually by a qualified inspector.

(4) The entire system shall meet the standards of and be accepted by the City. Service lines to the property line and interior meter will be finished and installed by the developer. The City shall provide appropriate water meters according to their established practice.

(5) It is unlawful for any person, without specific authority of the City, to open or close any gate valve or other fixture attached to the system of water supply, or in any way to injure, deface or impair any part or appurtenances of the potable water system.

**18.05 FIRE PROTECTION.** (1) For all occupancies, the building shall be the

type of construction allowed by the Uniform Dwelling Code that requires no greater fire flow than 2,000 gallons per minute.

(2) For all occupancies, fire hydrants shall be provided by the developer in accordance with appropriate state fire and building codes. Fire hydrants shall be installed in accordance with the Specifications and Standard Drawings.

(3) All fire protection pipelines must be controlled with an appropriately sized gate valve and detector-check valve with a 3/4-inch water meter. The 3/4-inch water meter shall be equal to those approved for use by the City. The installation of the gate valve and the detector-check valve shall be constructed in accordance with the details in the Standard Drawings. The installation of detector-check valves with 3/4-inch meter will be waived for schools and public buildings.

(4) The fire protection pipelines shall be used only for the purpose of fighting fires or for testing the fire protection systems. No cutting, tapping or connections of any type shall be permitted on the fire protection pipelines without the prior written approval of the City Engineer.

**18.06 SANITARY SEWERAGE.** Sanitary sewer pipelines including laterals to the property line must be laid with approval of the City Engineer and must be compatible with the existing system. The said sanitary sewer must be installed within the development prior to the installation of any other improvements. The City Engineer must approve all plans for sanitary sewer extensions prior to issuing a building permit.

**18.07 STORM WATER.** A storm drainage plan has been or will be prepared and is maintained by the City of Lancaster. The developer shall implement the portion of that plan applicable to the development by:

(1) Preparing a detailed drainage plan for the development which is acceptable to the City.

(2) Making sufficient improvements, such as storm drains, cross gutters, catch basins, inlets, and other appurtenant structures, to adequately dispose of 10-year frequency storm runoff within the development and from adjacent properties. Storm drains shall be not less than twelve inches (12") in diameter and meet City standards and specifications.

(3) Providing for restriction of the runoff from the development to 0.20 cubic feet per second per acre per 10-year frequency rainfall event through one or more of the following, at the direction of the City:

(a) Conveyance (including easements) of the runoff to a regional detention site and paying the development's proportional share of the cost of the regional detention facility and conveyance to the main channel; or

(b) Dedicating land and constructing regional detention within the

development and conveyance to a main channel if said development contains a proposed detention site. The developer will be compensated for the cost of the regional detention and conveyance to a main channel which is not the proportional share for the development; or

(c) If the development is within a subdivision that has fulfilled the controlled release requirements, complying with the storm drainage requirements of the subdivision.

(4) If the development is within one hundred feet (100') of a main channel, complying with all Grant County Flood Control requirements and being approved by Grant County and determined by City Engineer.

**18.08 DITCHES, CANALS, WATERWAYS, RAILROADS, AND OTHER HAZARDS.** (1) The developer shall mitigate the impact of ditches, canals, and waterways by piping, covering, realigning, eliminating, fencing or other measures.

(2) The developer shall take such measures as necessary to mitigate other hazards as determined by the Plan Commission.

(3) The developer shall provide the City with a detailed written proposal of such measures as required in Subsection (1) and (2) and receive the approval of the City Engineer.

**18.09 MISCELLANEOUS.** (1) The developer shall pay the cost of street signs installed by the City in accordance with City standards.

(2) The developer shall pay the cost and installation of the electric system extensions and street lights to service the development.

(3) The developer shall have his surveyor install permanent survey monuments as shown in the standard drawings.

(4) Survey markers shall be placed by a licensed surveyor at all site corners and at site boundary locations to completely identify the site boundaries on the ground. Site corners shall be identified with permanent plugs in the sidewalk or back of the curb or with a metal pipe or rod driven into the ground if sidewalks or curbs are not next to the site boundary. All site corners and site boundaries must be marked prior to the issuance of building permits, after the completion of all subdivision improvements and during building construction and inspection. It shall be the responsibility of the site owner to insure that all site corner and boundary markers be in place. The City is not responsible to replace survey stakes or markers.

(5) All outdoor refuse collection areas shall be visually screened from neighboring property and streets. No refuse collection area shall be permitted between a street and the front of a building.

**18.10 LANDSCAPING.** (1) The developer shall landscape not less than ten percent (10%) of the site, and provide an acceptable method of watering all plant materials, in accordance with an approved landscape plan. Such landscaping shall use plant materials appropriate for this area and emphasize trees and other larger ornamental plants.

(2) The landscaping shall be completed before Occupancy, or as soon thereafter as weather permits. If landscaping is not completed before Occupancy, the developer shall provide the required Guarantee of Improvements to guarantee completion of the landscaping.

(3) The landscaping shall be maintained as long as the site is used. Removal of the required landscaping shall void the site plan approval.

**18.11 COMPLIANCE WITH CITY OF LANCASTER SUBDIVISION ORDINANCE.** Unless specifically modified in this chapter, all work on public utilities and improvements shall be accomplished in accordance with the City of Lancaster Subdivision Ordinance, Specifications, and Standard Drawings.