

Tuesday, January 18, 2022

Plan Commission

7:00 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/87679545504>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 876 7954 5504

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Plan Commission. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of the December 20, 2021 Plan Commission meeting minutes.
4. PUBLIC HEARING
 - a. Public Hearing on a Conditional Use Permit (CUP) amendment requested by U.S. Ventures, Inc. for installation of additional rail car spurs, at 4402 and 4306 Terminal Drive, McFarland, WI. Property zoned M-IC Manufactured-Intensive Commercial.
 - b. Public Hearing on a temporary Conditional Use Permit (CUP) requested by Kwik Trip, Inc. for temporary parking of up to 13 fleet vehicles, at 4015 Terminal Drive, McFarland, WI. Property zoned C-H Commercial Highway.
5. BUSINESS.
6. STAFF REPORTS
 - a. Property Maintenance Report

b. Director's Report

7. SCHEDULE NEXT MEETING DATE.

a. Monday February 21, 2022 at 7:00 p.m.

8. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us

**Working Draft Minutes
Plan Commission
Meeting
December 20, 2021**

Members Present: Scott Peters, Eric Green, Christopher Reynolds, Carolyn Clow, Peter Bloechl-Anderson, Chris St. Clair, Tammy Olson (arriving at 7:04 p.m.)

Members Absent:

Staff Present: Andrew Bremer, Karen Knoll, Kong Thao, Patrick Heasty

1. CALL TO ORDER

Clow called the meeting to order at 7:00 P.M.

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES.

- a. Review and possible approval of the November 15, 2021 Plan Commission meeting minutes.

Clow moved to approve the November 15, 2021, Plan Commission minutes.
Green seconded the motion. Motion carried 6-0-1 with St. Clair abstaining.

4. BUSINESS

- a. Discussion and possible recommendation to the Village Board regarding Ordinance #2021-11: An ordinance to amend the zoning code and related code provisions regarding the requirements for a vision triangle at corner lots.

Bremer summarized at the November 15, 2021 Plan Commission meeting there was a public hearing held regarding Ordinance #2021-11 . The purpose is to clean up some of the language of the code relating to how vision triangles are measured as it could be viewed where the curbs intersect, the pavement intersects or where the property line intersects. This would cause confusion for owners along with how it is enforced to avoid obstructions in the vision triangle. There were also committee meetings held by the Joint Public Works Public Utilities Committee and the Public Safety Committee, each providing a recommendation to the Village Board for approval of the Ordinance to establish measuring from the intersecting curb, this

ordinance will also create a hierarchy for how the vision triangle is measured using a functioning classification system. Bremer summarized staff feedback and the discussions from the prior meetings. The changes from the meetings are listed in the packet, mainly reflecting consistency in terms used, along with clarifying where it is measured from, which will be the top of the curb. A full version of the ordinance is included in packets.

Clow moved to recommend approval to the Village Board of Ordinance #2021-11: An ordinance to amend the zoning code and related code provisions regarding the requirements for a vision triangle at corner lots. St Clair seconded the motion. Motion carried 7-0.

- b. Discussion and possible action on a Certified Survey Map (CSM) requested by the Waubesa Village LLC to combine Lot 1 of CSM 14104 (4604, 4606, and 4608 Siggelkow Road), Outlot 20 of Assessor's Plat No. 4 – Township of Blooming Grove (4908 Terminal Drive), and Lot 1 of CSM 7449 (4902 Terminal Drive), McFarland, WI, to create one parcel. The properties are currently zoned PD Planned Development District.

Bremer summarized a public hearing was held at the June 21, 2021 Plan Commission meeting and action at the July 19, 2021 meeting was postponed pending Village Board approval of the rezoning request for Phase IV, that ordinance was adopted by the Village Board. This action will combine these parcels into one lot. Bremer identified the area which was to be dedicated as a right-of-way as shown on the CSM provided in packets.

Clow moved to approve a Certified Survey Map (CSM) requested by the Waubesa Village LLC as presented in the December 20, 2021 packet. Peters seconded the motion. Motion carried 7-0.

- c. Discussion and possible action on a Site Design Review Permit submitted by Wisconsin Power & Light Co. for the addition of new equipment to their existing electric distribution substation located at 3451 Siggelkow Road, McFarland, WI.

Bremer reviewed the application as provided in packets, it is for an existing electrical substation owned by Wisconsin Power and Light which they would like to make some modifications to due to county solar farms located to the north of the property.

Jerome Lund with Alliant Energy stated they need more equipment at this site for distribution purposes due to the large solar farm as Bremer indicated. Lund reviewed the site plan as included in packets for this proposal. He advised there is no issue with the additional landscaping as requested by the Village.

Clow moved to approve a Site Design Review Permit as submitted by Wisconsin Power & Light Co. at 3451 Siggelkow Road, conditioned on the addition of a minimum of 5 medium to tall evergreen tree species within the front yard between the front lot line and the existing fence. Bloechl-Anderson seconded the motion. Motion carried 7-0.

- d. Discussion and possible action on a Conditional Use Permit requested by Kwik Trip to construct a new 24-hour per day gasoline station and convenience store at 4015 Terminal Drive, property zoned C-H Commercial Highway.

Clow asked Bremer to review the past meeting and provide updates on information requested at that meeting. Bremer indicated there was a public hearing held on November 15, 2021, a summary of comments from that meeting voiced two main concerns, there were comments over the concern about the current Citgo station and competition with it, or the need for another station located on the north side; the other concern was the potential traffic impact, and impact to the traffic lighting at Terminal and U.S. Hwy. 51. Commissioners had requested that staff reach out to the DOT. The DOT indicated they recommended completion of an Initial Review or what is called an IR. Once done, the DOT would review and decide if a Traffic Impact Analysis (TIA) was warranted. Bremer reviewed staffs conversations with the DOT with Commissioners from the information as included in the staff report in the packet. Staff engaged Lee Gibbs from CBS Squared who completed an IR and submitted it to the DOT. Kwik Trip has indicated they would accept as a condition of approval their responsibility for any improvements to the western leg of the intersection as recommended as part of the TIA due to their development proposal. Bremer noted the general intent is that Kwik Trip would be responsible for improvements to the intersection recommended in the TIA due to the impacts caused by their development; however, if there are existing deficiencies not caused by Kwik Trip proposals, for example the southern approach to the intersection on 51, that would likely not be a cost to Kwik Trip but the WisDOT. Bremer reviewed the timeline for the process. Commissioners discussed the studies, costs and reimbursements along with the processes. Clow inquired if it is necessary to approve this tonight without the studies completed, and potential unknowns, which may be brought forward. How would waiting affect the project. Bremer replied the action requested tonight is due to the closing date on the property, it is up to the Plan Commission to decide if they are comfortable approving the CUP. Bremer indicated there are details in the packet on these options in the staff report.

Troy Mleziwa with Kwik Trip real estate stated they are proposing approval with conditions due to their contract to close on the property by the end of the year. Kwik Trip is interested in safe access for their customers and a good investment in the community and long-term investment for them as well. Kwik Trip would agree to pay for any costs related to the project which may come up due to the traffic study, as well as reimbursing the Village the cost of the TIA study. Kwik Trip is looking to move forward and if they do not close on the property the current owners may

go in a different direction. Brad Fry with Kwik Trip indicated the WisDOT is looking at this intersection as part of a long-term study and this study could take a while. Todd Waller felt the project should move forward as the DOT process can be a slow one. Bremer updated Commissioners on a separate study, which is currently being worked on by the DOT, which follows U.S. Hwy 51 from the Terminal Drive intersection north to DeForest. Any potential improvements from that study are years in the future. Commissioners discussed options of approval or not approving the project due to the unknowns, along with Kwik Trips reasons to want this to move forward, and the Commissions duty to the Village. Clow polled Commissioners to their thoughts on the approval process. The risk is to Kwik Trip on whether they can extend their offer to purchase, or purchase the property and not have the approvals, or receive approvals conditioned on their payment for the TIA study and any improvements to the intersection recommended as a result of their development project.

Clow moved to approve the Conditional Use Permit requested by Kwik Trip to construct a new 24-hour per day gasoline station and convenience store at 4015 Terminal Drive, as submitted with the conditions:

1. Applicant to meet the recommended conditions of approval from the Village Engineer's staff report dated November 12, 2021.
2. Applicant to meet the recommended conditions of approval from the Village Fire Inspector staff report dated November 1, 2021.
3. Applicant to reimburse the Village for costs associated with the completion of a WisDOT Initial Review (IR) and subsequent Traffic Impact Analysis (TIA) necessitated by their proposed development. Applicant to be responsible for the costs of any improvements to the western leg of the intersection (Terminal Drive & USH 51) recommended as part of the TIA due to their development proposal. Applicant to work in good faith with the Village on completion of the TIA and completion of any recommended improvements to the western leg of the intersection.
4. Applicant to provide to the Village, at no cost, a public road and utility easement along the southern side lot line of approximately 33 feet wide by 400 feet long.
5. Applicant to provide to the Village, at no cost, an easement to place a Village gateway sign, and associated landscaping features, at the corner of Terminal Drive and USH 51, including associated electrical easement to serve the sign. Applicant to work in good faith with the Village to determine the final placement and easement area based on the signage design of the Village. Costs for construction and installation of the gateway sign to be a Village expense.
6. Applicant to revise the landscaping plan to:
 - a. Include a minimum of one swamp white oak and four spruce trees, or similar species, on the east side of the proposed fleet parking area along USH 51.

- b. Include a minimum of four swamp white oaks, or similar species, in the sod area located between the diesel canopy and the curve along Terminal Drive.
 - c. Include a decorative brick and black iron fence along the Terminal Drive frontage similar to the same feature located at Kwik Trip's Farwell Street location at the intersection of Farwell and USH 51.
 - d. Include a sidewalk connection through the proposed landscape island adjacent to the diesel canopy.
7. Applicant to revise the lighting and photometric plan to meet average illumination levels under gas canopies and mounted to buildings not to exceed 30 footcandles.
8. Applicant to revise the signage plan to:
- a. Reduce the size of the proposed monument sign along Terminal Drive to no more than 40 square feet.
 - b. Reduce the size of the proposed dual post pylon sign along USH 51 to no more than 100 square feet.
 - c. Wrap the bases of each post of the dual post pylon sign along USH 51 with brick similar to the pylon supports for the gas canopies.

St. Clair seconded the motion.

Bremer indicated many of the conditions were based on the Terminal Triangle guidelines and reviewed why the conditions were proposed.

Motion carried 7-0.

- e. Discussion and possible action on a Site Design Review Permit submitted by Kwik Trip for a new gasoline station, convenience store and car wash at 4015 Terminal Drive, McFarland, WI.

Clow moved to approve a Site Design Review Permit submitted by Kwik Trip for a new gasoline station, convenience store and car wash at 4015 Terminal Drive, as submitted with the conditions of:

- 1. Applicant to meet the recommended conditions of approval from the Village Engineer's staff report dated November 12, 2021.
- 2. Applicant to meet the recommended conditions of approval from the Village Fire Inspector staff report dated November 1, 2021.
- 3. Applicant to reimburse the Village for costs associated with the completion of a WisDOT Initial Review (IR) and subsequent Traffic Impact Analysis (TIA) necessitated by their proposed development. Applicant to be responsible for the costs of any improvements to the western leg of the intersection (Terminal Drive & USH 51) recommended as part of the TIA due to their development proposal. Applicant to work in good faith with the Village on completion of the TIA and completion of any recommended improvements to the western leg of the intersection.

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5. Applicant to provide to the Village, at no cost, an easement to place a Village gateway sign, and associated landscaping features, at the corner of Terminal Drive and USH 51, including associated electrical easement to serve the sign. Applicant to work in good faith with the Village to determine the final placement and easement area based on the signage design of the Village. Costs for construction and installation of the gateway sign to be a Village expense.
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 - b. Include a minimum of four swamp white oaks, or similar species, in the sod area located between the diesel canopy and the curve along Terminal Drive.
 - c. Include a decorative brick and black iron fence along the Terminal Drive frontage similar to the same feature located at Kwik Trip's Farwell Street location at the intersection of Farwell and USH 51.
 - d. Include a sidewalk connection through the proposed landscape island adjacent to the diesel canopy.
7. Applicant to revise the lighting and photometric plan to meet average illumination levels under gas canopies and mounted to buildings not to exceed 30 footcandles.
8. Applicant to revise the signage plan to:
 - a. Reduce the size of the proposed monument sign along Terminal Drive to no more than 40 square feet.
 - b. Reduce the size of the proposed dual post pylon sign along USH 51 to no more than 100 square feet.
 - c. Wrap the bases of each post of the dual post pylon sign along USH 51 with brick similar to the pylon supports for the gas canopies.

Applicant to submit updated site plans addressing the conditions of approval to the Community Development Director for review and acceptance by appropriate Village staff.

St. Clair seconded the motion. Motion carried 7-0.

- f. Discussion and possible recommendation to the Village Board regarding updates to the Community Development permit fees.

Bremer summarized the zoning, park impact and building permit fees are reviewed annually. The zoning fees were reviewed in 2019 and updated in 2020 to bring them up to an average with comparable communities in Dane County. Bremer discussed the park impact fee changes recommended in 2020 as part of the Village's park

impact fee study. Bremer noted the study recommended a significant increase in park impact fees, due in part, to the fact that the impact fees had not been adjusted since 2004. Beginning in 2020, the Village has been adjusting the fee annually in equal increments, plus inflation, over a five-year period to reach the recommended fee from the study. Thao reviewed his findings from his comparative community study of building permit fees. This is mainly residential and commercial permits, there are eleven different classifications which were used in the comparative analysis. Commissioners discussed the research as presented. Bremer indicated they are still working through the data, which is why this is labeled a draft. Bremer recommended revisiting updates to building permit fees next summer to coincide with review of extension of the Village's contracted building inspection services.

Clow moved to recommend to the Village Board fee changes as presented in items 1 – 5 for 2022 contingent upon final inflation adjustment of the park impact fees by the Community Development Director per section 8-464 (e).

1. \$425.00 for a Conditional Use Permit
2. \$475.00 for a Zoning Text or Map Amendment
3. \$450.00 for a Variance Permit
4. Park Improvement Impact Fee
 - Single Family Dwelling Unit: \$1,942.53*
 - Multi-Family Dwelling Unit: \$1,322.22*
 - Group Quarters Dwelling Unit: \$811.14*
5. Park Land Impact Fee
 - Single Family Dwelling Unit: \$4,142.64*
 - Multi-Family Dwelling Unit: \$2,877.71*
 - Group Quarters Dwelling Unit: \$1,581.16*

Motion seconded by St. Clair. Motion carried 7-0.

5. STAFF REPORTS

- a. Property Maintenance Report – no comments
- b. Director's Report - Bremer reviewed his report as provided in packets.

6. SCHEDULE NEXT MEETING DATE.

- a. Tuesday January 18, 2022 at 7:00 p.m.

7. ADJOURNMENT.

Clow motioned to adjourn, St. Clair seconded the motion. Motion carried 7-0.
Meeting adjourned at 8:33 p.m.

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, January 18, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Public Hearing on a Conditional Use Permit (CUP) amendment requested by U.S. Ventures, Inc. for installation of additional rail car spurs, at 4402 and 4306 Terminal Drive, McFarland, WI. Property zoned M-IC Manufactured-Intensive Commercial.

PREVIOUS ACTION:

Several prior conditional use permits have been approved for this business since its inception:

- CUP #98, approved 7-17-00, CUP to operate a transfer station
- CUP #208, approved 12-15-08, amended CUP to expand rail car loading rack, add trail tracks
- CUP #233, approved 10-17-11, amended CUP allowing for two 30,000 liquid petroleum gas tanks
- CUP #246, approved 11-19-12, amended CUP for a control building
- CUP #248, approved 5-20-13, amended CUP for 51,000 gallon biodiesel tank, mixing shed and piping
- CUP #267, approved 6-20-16, amended CUP for sales of propane
- CUP #275, approved 7-16-18, amended CUP for propane storage tank, rail and truck loading improvements

ISSUE SUMMARY:

SUMMARY OF REQUEST

The Applicant, US Oil/US Venture, Inc., is requesting an amendment to their existing conditional use permit (CUP), and a related site design review permit, for the addition of two railcar spurs at 4402 and 4306 Terminal Drive from the existing rail spur. The proposed extension will include installation of 1,525 feet of additional railcar space to accommodate future offline storage capacity limits the site might experience. NAICS code 482110, Rail Transportation is a conditional use under Sec. 62-71 for areas zoned M-IC. Petro Terminals (NAICS Code 424710) is also a conditional use within the M-IC District. The Applicant is the owner of both properties at 4402 and 4306 Terminal Drive as the additions will impact both properties. The majority of the rail car spur additions is on 4306 Terminal Drive extending west to the rear lot line.

EXISTING PROPERTY CONDITIONS

The existing property at 4306 Terminal Drive is 28.25 acres and is currently zoned M-IC,



Manufactured Intensive Commercial. The existing property at 4402 Terminal Drive is 17.16 acres and also zoned M-IC. Combined the properties are 44.41 acres. Both properties are owned and operated by the Applicant for the purposes of petroleum storage and distribution since 1983. The site has been used as a petroleum terminal since the 1950s. The existing property at 4402 Terminal Drive has an existing building for onsite staff. A standing structure to the east of this primary building is a refueling station for large vehicles such as semi-trucks and other transporting vehicles. The existing pump station has a canopy cover. A security fence surrounds the perimeter of both existing properties. Both properties have six cylindrical tank structures, twelve total, used for fuel storage. They are both arranged in a 2x3 formation. An existing tree line extends from the southwest corner of 4402 Terminal Drive's lot to the northwest corner of 4306 Terminal Drive's lot. Each property has two total driveways which connect to Terminal Drive. There are train tracks that enter 4402 Terminal Drive from the south lot line then splits into two parallel tracks and continues into 4306 Terminal Drive. These tracks run parallel to one another and stop short of the northern six fuel tanks.

CONDITIONAL USE PERMIT REQUIREMENTS

The packet includes the Applicant's responses to Sec. 62-111, Conditional Uses Standards, along with their proposed site plans. Sec. 62-114 provides that prior to the granting of any conditional use, the Plan Commission may stipulate or impose such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the conditional use as deemed necessary to promote the public health, safety, and general welfare of the community and to secure compliance with the standards and requirements specified in Sec. 62-111.

Sec. 62-68(q), Statement of Purpose, M-IC, Manufactured Intensive Commercial, states that this district is "*intended to provide an area for manufacturing and industrial activities. It is also intended to provide an area for a variety of uses which require relatively large installation, facilities or land area, or which would create or tend to create conditions of public or private nuisance, hazard or other undesirable conditions, or which for these or other reasons may require special safeguards, equipment, processes, screening, barriers, or other forms of protection, including spatial distance, in order to reduce, eliminate, or shield the public from such conditions.*" In staff's opinion, the proposed use at this location is consistent with the statement of purpose for the M-IC District.

The following are C&ED staff comments related to the Applicant's responses to Sec. 62-111, Conditional Use Standards.

- Sec. 62-111(a), *That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.* Staff notes that the Applicant's response to this standard is supplemented in further detail in their introductory letter and under their response to 62-111(j)(1).
- Sec. 62-111(b), *That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.*



The Applicant's response primarily addresses the operational improvements they will gain from the rail spur extension and less how that expansion may or may not impact adjacent properties. Staff notes that the Applicant's response to this standard is supplemented in further detail under their response to 62-111(c).

- Sec. 62-111(c), *That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.* No additional staff comments at this time.
- Sec. 62-111(d), *That adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.* Refer to Village Engineer staff report dated January 5, 2022 regarding the need to meet stormwater management requirements given total impervious areas in excess of 20,000 square feet.
- Sec. 62-111(e), *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* No additional staff comments at this time.
- Sec. 62-111(f), *That the conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.* No additional staff comments at this time.
- Sec. 62-111(g), *That the proposed use does not violate floodplain regulations governing the site.* No additional staff comments at this time.
- Sec. 62-111(h), *That the proposed use will not violate any applicable regulation in the McFarland Municipal Code or any other applicable law or regulation.* No additional staff comments at this time.
- Sec. 62-111(i), *That, when applying the standards to any new construction of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objective of the zoning district.* No additional staff comments at this time.
- Sec. 62-111(j)(1), *The maintenance of safe and healthful conditions.* No additional staff comments at this time.
- Sec. 62-111(j)(2), *The prevention and control of water pollution including sedimentation.* No additional staff comments at this time.
- Sec. 62-111(j)(3), *Existing topographic and drainage features and vegetative cover on the site.* No additional staff comments at this time.
- Sec. 62-111(j)(4), *The location of the site with respect to floodplains and floodways of rivers and streams.* No additional staff comments at this time.
- Sec. 62-111(j)(5), *The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.* No additional staff comments at this time.
- Sec. 62-111(j)(6), *The location of the site with respect to existing or future access roads.* No additional staff comments at this time.
- Sec. 62-111(j)(7), *The need of the proposed use for a shoreland location.* No additional staff comments at this time.
- Sec. 62-111(j)(8), *Its compatibility with uses on adjacent land.* No additional staff comments at this time.
- Sec. 62-111(j)(9), *The amount of liquid wastes to be generated and the adequacy of the*



proposed disposal systems. No additional staff comments at this time.

SITE DESIGN PERMIT REVIEW

The development is subject to Sec. 62-310(e). Site/Design Review:

- Bulk Standards. The proposed rail spur expansion meets the bulk standards of the M-IC District.
- Grading. Refer to the attached Village Engineer staff report for review of recommended conditions of approval regarding site grading, erosion control, and stormwater management.
- Landscaping. Sec. 62-72 provides minimum landscaping points for building foundations (not applicable), gross floor area (not applicable), street frontage (not applicable), and paved area (40 points per 10,000 square feet). In Staff's opinion, the latter is applicable given the rail car area will add impervious surface to the property. The typical cross section shows the ballast/sub-ballast to be 20 feet wide with 1,526 feet of new track, for 30,520 square feet. This equates to 122 landscaping points. The frontage along Terminal Drive includes a number of existing mature deciduous and evergreen trees which help to screen operations at the facility from streetview. However, the far northeast street frontage of 4306 Terminal Drive does not include any plants (refer to highlighted aerial map included in the packet). Staff recommends, as a condition of approval, installation of canopy deciduous trees or tall evergreen greens in this area to improve screening facility operations. Additional plants shall provide a minimum of 122 points in accordance with Appendix B, Village of McFarland Landscaping Standards. Total is 4-5 additional trees based on species selected.
- Building Relationships. The proposed rail spur will occur away from the principal building and utilize flat green space between the cluster of tanks and does not disturb existing site trees.
- Lighting. No additional lighting fixtures are proposed for this project.
- Utility Service. No additional water or sanitary sewer services are proposed with this project. Refer to Village Engineer staff report dated January 5, 2022 regarding the need to meet stormwater management requirements given total impervious areas in excess of 20,000 square feet.
- Building Design. No new buildings are proposed with this project.

Sec. 62-73. – Terminal and Triangle District Overlay District (TTDO) - Industrial Center Subdistrict

Included in the packet is Appendix B-Industrial Center Subdistrict-Building and Site Design Checklist with Staff's comments and review of the proposed rail car additions. Staff recommends additional landscaping and stormwater management planning as previously discussed.

OTHER DEPARTMENT HEAD COMMENTS

No recommended conditions of approval from the Police Chief, or Fire Chief. The Village Engineer has indicated that the rail spur area exceeds 20,000 square feet of impervious area and is therefore subject to stormwater management requirements. Given the context of the proposed



development, the Village Engineer has indicated that an infiltration trench may be sufficient to meet the requirements in lieu of a pond.

PUBLIC COMMENTS

The Department did not receive any public comments regarding this request prior to the completion of the meeting packet.

FINANCIAL/BUDGET IMPACT:

The applicant will be responsible for all costs associated with the development of the property.

The applicant is not seeking any financial assistance from the Village in the development of this property.

VILLAGE PLAN REFERENCE:

2004 TID #3 Project Plan

The property is located within the boundaries of Tax Increment Finance District #3. This TID was created as an "Industrial"-type district. The TID was created for the purpose of facilitating reinvestment in the redevelopment of underutilized properties in the TID, including both private development incentives and improvements to public roads and utilities.

2005 Terminal and Triangle District Plan

The properties are located within the "Industrial Center" on Map 2, Planned Land Uses, which includes Manufacturing, Distribution, Office and Compatible Commercial developments. Per page 2 of the plan, "these areas will continue with similar uses with upgrades in development quality when new proposals are offered." Page 41 further provides that *"lands with direct rail access should be reserved for industries that will use rail service."*

2017 Comprehensive Plan

Future Land Use Map, Map 6 – The properties at 4402/4306 Terminal Drive are both identified as "Industrial". The existing zoning and use of the properties are consistent with this designation. In addition, page 47 of the plan provides a "tank farms" policy that reads *"limited expansions to petroleum distribution and/or processing operations within current parcel ownerships will be considered in areas that do not interfere with the other recommendations of the Terminal and Triangle District Plan. New operations will be supported only under those circumstances where the project provides a logical addition to existing land uses, adheres to the most current design guidelines of the Village of McFarland Terminal and Triangle District Plan and demonstrates the utilization of the most current best practices with regard to safety measures."*

In Staff's opinion, the proposed rail expansion is consistent with the general intent of these plans, provided additional front yard landscaping is installed per Staff recommendations in order to further improve site aesthetics and to screen rail operations from public view.

ORDINANCE REFERENCE:

Subdivision II - Conditional Uses

Sec. 62-71. – Permitted or conditional uses – Commercial Districts

Sec. 62-72. - Bulk Standards - Commercial Districts



Sec. 62-73. – Terminal and Triangle Design Overlay (TTDO) Zoning District

Sec. 62-310 – Site/Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is for public hearing and discussion. Action on the Conditional Use Permit request and Site Design Review Permit are scheduled for the following meeting on February 21st, 2022.

ATTACHMENTS:

1. 1.18.22 - US Ventures - CUP
2. 4306 Terminal Drive_US Oil PC Submittal_11.29.2021
3. 4306 Terminal Drive Village Engineer Ltr_01.05.22
4. 4306 Terminal Drive F&RD Ltr_01.05.22
5. 4306 Terminal Drive PD Ltr_01.10.22
6. 4306 Terminal Drive PW Ltr_01.14.22
7. Appendix B-Industrial Center Subdistrict-Building and Site Design Checklist-Terminal and Triangle District Plan-01.13.22
8. 4306 Terminal Drive Proposed Landscaping Area

Please publish in the
McFarland Thistle on
December 30, 2021 and January 6, 2022

**VILLAGE OF MCFARLAND
NOTICE OF PUBLIC HEARING
BEFORE THE PLAN COMMISSION**

NOTICE IS HEREBY GIVEN that there will be a public hearing before the Plan Commission on Tuesday, January 18, 2022 at 7:00 p.m. in the Community Room of the Municipal Center, 5915 Milwaukee St., McFarland, Wisconsin, at which time interested parties and citizens shall have an opportunity to be heard concerning the following:

A Conditional Use Permit (CUP) requested by U.S. Ventures, Inc. for installation of a rail car spur, at 4306 Terminal Drive, McFarland, WI. Property zoned M-IC Commercial Highway.

Information regarding this request is available for review online at www.mcfarland.wi.us/pendingrequests or at the Village of McFarland Municipal Center lobby, 5915 Milwaukee Street, McFarland, WI 53558 (Monday-Friday, 8:00 a.m. to 4:30 p.m.).

COVID-19 RELATED INFORMATION

Due to the COVID-19 Pandemic, the Village recommends and **URGES** all residents to view the meeting that evening live on the Charter cable channel 982; TDS channel 1009 or online at mcfarlandcablechannel.com and those who wish to participate and provide public comment do so via Zoom (the Village's virtual meeting software). You can join the Zoom Webinar by visiting <https://us02web.zoom.us/j/87679545504> or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 (312) 626-6799 Webinar ID: Webinar ID: 876 7954 5504.

If you cannot attend the meeting, you may submit your written comments to the Plan Commission by email to community.development@mcfarland.wi.us or by mail to Community Development Department, Village of McFarland, P.O. Box 110, McFarland, WI 53558-0110. Submission must be received no later than the Thursday prior to the meeting date.

Village of McFarland
Community & Economic Development Department

Plan Commission Application – 2021

~Application must be completed in full~

Applicant - Owner	U.S. Venture, Inc.	Applicant's Agent	
		Name	
Address	4402 Terminal Drive McFarland, WI 53558	Address	
Email	dmorrill@usoil.com	Email	
Phone #	608-512-8428	Phone #	
Fax #		Fax #	

Parcel No(s). 0710-273-8585-1

Type of Proposal – Please check boxes below that apply

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	\$500+AF	☒ Conditional Use	\$370+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	\$500+BF	☐ Rezoning (map)	\$405+	☐ Dev. Agreement Including Addendums	\$400 F
☐ Certified Survey Map	\$300+FG	☐ Zoning Amendment (text)	\$405 +F	☐ Final Plat	\$500 +CF
☐ Condominium	\$300+EF	☐ USA/MMSD Annexation	At cost	☐ Final Plat (reapplication)	\$400 +DF
☐ Comprehensive Plan Amendment	\$500+F			☒ Site/Design Review	\$400 + F

+ = Plus publication and notification charges

A = Plus \$50.00 per lot

B = Any preliminary plat which has previously been reviewed/revised within the last 36 months

C = Plus \$50.00 for each lot within the final plat

D = Any final plat which has been previously reviewed or/ revised within the last 36 months

E = Plus \$40.00 for each unit shown

F = Plus actual legal, engineering and financial consulting costs incurred by the Village

G = Plus \$25.00 per lot for two or more lots.

Escrow Deposits
(covers costs for outside consultants; e.g., engineers, attorneys, etc.)

☐ R-E, R-3 & PD (up to 50 acres) \$5,000

☐ R-E, R-3 & PD (greater than 50 acres) \$10,000

☐ Site/Design Review (less than 2,000 sq. ft.) \$1,000

☒ Site/Design Review (2,000 sq. ft. or more) \$2,000

☐ All Plats including condominiums \$5,000

Nature of the development proposal: Must provide address of proposed development, legal description, current zoning and description of proposal/request. (Attach additional paper if needed)

Installation of a rail car spur at the U.S. Oil terminal located at 4306 Terminal Drive

Has this specific proposal been previously discussed or acted upon by the Plan Commission?

☐ YES ☒ NO (If “yes” state the nature and the date(s) of the previous application.)

PLEASE READ AND SIGN AT THE BOTTOM ON THE REVERSE SIDE

Schedule: The Village of McFarland Plan Commission normally conducts meetings on the third Monday of each month at 7:00 p.m. at the McFarland Municipal Center in the Community Room. To ensure adequate time for staff review, and publication of legal notices; all potential agenda item materials -are required to be submitted per the schedule listed below. Three (3) copies of all materials, one (1) copy must be 8 ½ x 11, two (2) copies to be 11 x 17 and one (1) electronic copy (only one copy of application, completed in full, is necessary) shall be submitted to the Community Development Department (608-838-3154), with fees paid by *NOON of the deadline day, according to the following schedule:

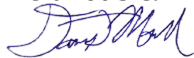
Village of McFarland Plan Commission 2021 Schedule

*Submittal Deadline Noon on:	For Scheduled 2021 Meeting date of:
December 8 (2020)-----	January Tuesday Jan. 19
January 5-----	February 15
February 2 -----	March 15
March 9 -----	April 19
April 6-----	May 17
May 11 -----	June 21
June 8 -----	July 19
July 7 -----	August 16
August 10-----	September 20
September 7 -----	October 18
October 5 -----	November 15
November 2 -----	December 20 (Pending)
December 7-----	(Pending) Tuesday, Jan. 18, 2022

*** Submittal deadline:**

- **I understand failure to provide required materials/information/fees by the submittal deadline can result in this application being withdrawn for consideration by the Plan Commission. Materials submitted for review after the submittal deadline date, or incomplete submittals, may be held over until the next scheduled meeting.**
- **I understand any fees not paid for (i.e. legal notices, mailings, etc.) will require any permits to be withheld until all payments are made in full. In addition, all application fees are non-refundable.**

X



Daniel J. Morrill

Signature of Applicant/Agent

9-2-2021

Date

Applicant - Owner	U.S. Venture, Inc.	Applicant's Agent	
Address	4402 Terminal Drive, McFarland, WI 53558	Address	
Email	dmorrill@usoil.com	Email	
Phone #	608-512-8428	Phone #	
Fax #		Fax #	
Project Site Address	4306 Terminal Drive, McFarland, WI 53558	Parcel No.	0710-273-8585-1

Conditional Uses

The McFarland zoning code identifies land uses, which are not permitted, permitted, and permitted upon approval of a conditional use permit. Conditional uses are land uses not permitted outright but may be allowed if certain standards and conditions are met and Plan Commission grants approval.

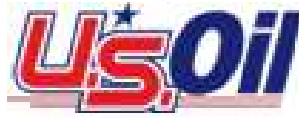
All submitted Plan Commission applications which encompasses a request for a Conditional Use Permit (CUP) must include “substantial evidence”, which identifies specifically how the proposed conditional use meets each of the standards listed below. Substantial evidence is defined as facts and information other than merely personal preferences or speculation directly pertaining to the requirements and conditions the applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

Written responses such as “see plans” are not acceptable. The applicant must identify what specific portion of the project or plans supports the contention that a standard will be met by including for example a detailed description of compliance with any applicable regulations regarding light, dust, particulate emissions, noise, frequency, vibration, traffic, nuisances, odors, visibility, health, safety welfare and the environment. All written responses to CUP standards must be submitted as part of your Plan Commission Application.

Sec. 62-111, Conditional Use Standards

- The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.
- The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

- d. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.
- e. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- f. The conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.
- g. The proposed use does not violate floodplain regulations governing the site.
- h. That the proposed use will not violate any applicable regulation in the McFarland Municipal Code or any other applicable law or regulation.
- i. That, when applying the standards to any new consecution of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objectives of the zoning district.
- j. In its review, the Plan Commission shall also evaluate the effect of the proposed conditional use upon the following items listed below. Identify how your project will impact and/or address each of these items.
 - 1. The maintenance of safe and healthful conditions.
 - 2. The prevention and control of water pollution including sedimentation.
 - 3. Existing topographic and drainage features and vegetative cover on the site.
 - 4. The location of the site with respect to floodplains and floodways of rivers and streams.
 - 5. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
 - 6. The location of the site with respect to existing or future access roads.
 - 7. The need of the proposed use for a shoreland location. (if applicable)
 - 8. Its compatibility with uses on adjacent land.
 - 9. The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems.



US Oil – Railcar Spur Expansion Project McFarland, WI

November 29, 2021

MEMORANDUM

To: Community and Economic Development Director
Village of McFarland, Municipal Center

From: Dan Morrill, US Oil

Date: November 29, 2021

Subject: **Site Design/Review Application for Railcar Spur Expansion**
US Venture property at 4402/4306 Terminal Drive, McFarland, WI

U.S. Venture, Inc. (U.S. Venture) is submitting the attached Plan Commission application for site design/review to install a 16-railcar spur at 4306 Terminal Drive.

The proposed railcar spur has been designed by Volkmann Railroad Builders in accordance with regulations set forth by the Federal Railroad Administration. Wisconsin and Southern Railroad have approved the finalized design, and they have also reviewed track profiles to ensure the design meets their design and safety specifications.

Appropriate safety measures are included in this U.S. Oil design. A security fence is installed along the perimeter of the entire U.S. Venture property to prevent unauthorized access. The intent of the railcar spur is for offline storage, and there are currently no plans to add additional railcar loading or offloading capabilities as part of this expansion.

U.S. Venture has a centered focus on safety and environmental quality, winning the International Liquid Terminals Association Safety Excellence award ten times. As with all our rail assets, the tracks are inspected regularly by our staff and annually by WATCO/WSOR. Our facilities are visited frequently by the Federal Railroad Administration and audited for regulatory compliance.

.Sec. 62-111, Conditional Use Standards

a. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare. We are currently railcar storage constrained at our facility. While we do not anticipate an increase of railcars into our facility, we think this project will reduce switches into and out of our facility by allowing more railcars per switch.

b. The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land. We feel that this project simply extends rail operations that are already in place with



US Oil – Railcar Spur Expansion Project McFarland, WI

November 29, 2021

efficiency gains for the railroad and the terminal, allowing us to continue to serve our customers with commodities such as propane.

c. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. Since the construction and operation of this rail spur expansion resides in between existing storage facilities and railcar operations, we do not see an impact on surrounding property.

d. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided. An erosion, drainage, and track profile plan has been prepared as part of this project. Some drainage piping will be relocated to allow for acceptable track profiles.

e. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. There are no public streets in the proximity of this project.

f. The conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located. As with all our terminal and railcar operations, all applicable regulations will be adhered to.

g. The proposed use does not violate floodplain regulations governing the site. This project is not located in a floodplain.

h. That the proposed use will not violate any applicable regulation in the McFarland Municipal Code or any other applicable law or regulation. All local, state, and federal regulations will be complied to in the design and operation of this spur expansion.

i. That, when applying the standards to any new consecution of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objectives of the zoning district. This project is consistent with past and present operations on this parcel, and we feel that the project does not interfere with any future plans for the community.

j. In its review, the Plan Commission shall also evaluate the effect of the proposed conditional use upon the following items listed below. Identify how your project will impact and/or address each of these items.

1. The maintenance of safe and healthful conditions. U.S. Venture has been operating bulk petroleum storage in McFarland since 1983, and rail operations in McFarland since 2008. Our corporate structure includes both safety specialist and environmental specialist groups, both



US Oil – Railcar Spur Expansion Project McFarland, WI

November 29, 2021

internally auditing our facilities regularly to ensure safety and environmental compliance. We work closely with the EPA, OSHA, WDNR, and the FRA to obtain these goals.

2. The prevention and control of water pollution including sedimentation. An erosion control plan has been prepared to prevent water pollution and sedimentation. The area will be re-seeded to establish permanent vegetation following construction. The area is also surrounded by an elevated berm, where runoff can be controlled by a 6" drain and valve.
3. Existing topographic and drainage features and vegetative cover on the site. The proposed construction area is fairly flat, sloping from 854' to 851' towards Upper Mud Lake. A berm has been constructed along the West edge of the property (lowest point), along with a 6" drain and valve that extends through the berm. We typically allow this area and retention pond to drain naturally into the soil. In times of heavy rainfall, the 6" drain can be opened during manned hours. This area is grass covered.
4. The location of the site with respect to floodplains and floodways of rivers and streams. There are no floodplains, floodways, rivers, or streams near the proposed work.
5. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover. Given the rather slight slope and ability to reestablish vegetative cover, we feel the erosion potential is low with the surrounding berm and drain valve in place.
6. The location of the site with respect to existing or future access roads. This location is not near any existing or proposed future access roads.
7. The need of the proposed use for a shoreland location. (if applicable) This is not applicable to the proposed project.
8. Its compatibility with uses on adjacent land. This parcel already contains two rail spurs, and this project is extending existing infrastructure on U.S. Venture property. We do not feel that this has any impact on adjacent land.
9. The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems. We do not intend to generate liquid wastes as part of this project.



US Oil – Railcar Spur Expansion Project McFarland, WI

November 29, 2021

If you have any questions/concerns or require any additional information regarding the enclosed information, please contact Dan Morrill at 608-512-8428 or email me at dmorrill@usoil.com.

Sincerely,

Dan Morrill

Vice President of Terminal Operations – U.S. Oil

608.512.8428 cell *phone*

dmorrill@usoil.com *email* 

Site and Design Plans

Check List

Date received: _____

Subject property address: 4402 TERMINAL DR

Landowner's name: U.S. VENTURE INC. / U.S. OIL

Landowner's address: 4402 TERMINAL DR

Landowner's phone/fax: 608 838 3121

Landowner's email: DMorrille Usoil.com

Agent's name: _____

Agent's address: _____

Agent's phone/fax: _____

Agent's email: _____

- ✓ A. Title Block that indicates name and address of the current property owner.
- ✓ B. Name and signature of the designer.
- ✓ C. Date of original plan and latest date of revised plan.
- ✓ D. North arrow and graphic scale. Said scale shall not be smaller than 1 inch equals 100 ft.
- ✓ E. Existing zoning M-1C Proposed rezoning _____ yes X no
- NO F. All property lines, and existing and proposed right-of-way lines with bearings and dimensions clearly labeled.
- NO/NA G. All required building setback lines.
- ✓ H. The location of all access points and connections to public streets, off-street parking, and loading areas on the subject property including a summary of the number of parking stalls, accessible parking stalls, and labels indicating the dimension of such areas.
- ✓ I. All existing and proposed building structures and paved areas, including walks, drives, decks, patios, balconies, fences, retaining walls, utility poles, exterior utility and mechanical equipment, and any accessory structures.
- NO J. Existing and proposed site and building signage.
- NA K. Color exterior façade elevations of all proposed buildings including descriptions of materials and colors.
- NA L. The location of all outdoor storage areas; including proposed screening materials and colors.
- ✓ M. The location of existing and proposed drainage facilities including stormwater and erosion control plan.
- NA N. The location and type of any permanently protected green space areas.
- NA O. The location and elevation of any wetlands or floodplains.

- ✓ P. Grading Plan including existing & proposed topography shown at a contour interval of not more than two (2) ft.
- NA Q. In the legend, data for the subject property:
- (1) Lot area
 - (2) Building area
 - (3) Paved area
 - (4) Total impervious area
 - (5) Landscaping points provided and required for building foundations, gross floor area, street frontage, and paved area.
 - (5) Building height
 - (6) Existing zoning, proposed zoning
 - (7) Number of parking stalls provided and required.
- NA R. Landscaping Plans including proposed species, quantity and planting size. Refer to Appendix B of the Village's Zoning Code for more information.
- NA S. Hydrant locations and Fire Department Connection.
- NA T. Lighting Plans including photometrics and description of fixture types, heights and orientation.
- ✓ U. Utility plans, including the location of existing and proposed overhead or underground site utilities, including piping and meter sizes and associate appurtenances.
- NA V. Existing or proposed easements.
- NA W. A legal description of the subject property.

General Comments: PROJECT IS TO CONSTRUCT NEW RAILROAD
TRACKS TO EXPAND THE EXISTING RAIL CAPACITY
NO BUILDING, FENCING, OR SIGNAGE CONSTRUCTION
IS OCCURRING FOR THIS PROJECT

Note: In addition to Site and Design Permit approval, a building permit from the Village Building Inspector is required prior to the start of construction of any building, fence, or sign.

Village of McFarland

Erosion Control Plan – Simplified Checklist

Permit No. _____

Parcel No. _____

The short form, pages 1 & 4, may be utilized for the following:

All sites administered by the Village of McFarland under the Wisconsin Uniform Building Code (UDC).

All sites administered under the Village of McFarland Erosion Control Ordinance whenever the following conditions exist:

1. The site is not more than 20,000 square feet in area.
2. The site is not adjacent to and does not drain directly into any sensitive areas nearby; such as streams, lakes, or wetlands.
3. The slope throughout the site is less than 10 percent (10 feet vertical and 10 feet horizontal).

If the construction involves a land disturbance of more than 20,000 square feet or has a slope of more than 10 percent, then an engineering plan must be filed and pages 1 through 4 must be completed.

Instructions

1. Complete this plan by filling in requested information on the inside of this form and completing the site diagram page. (Refer to page 2 for assistance in completing the site diagram.)
2. Submit this plan at the time of permit application.
3. In completing this form, give consideration to minimizing the disturbed area, prompt seeding, and proper planning of water runoff patterns throughout all stages of development.

Project Location (Address)	4406 Terminal Drive
Builder (include telephone no.)	Volkman Railroad Builders; Ed Webb; ph: 262-252-3377
Owner (include telephone no.)	U.S. Venture, Inc.; ph: 608.838.3121
Plan/Worksheet Completed by (Signature)	<i>Jeffrey Francis</i>
Date	November 29, 2021

Erosion Control Fees

	Fees	Notes
To 20,000 sq. ft.	\$350	
20,000 sq. ft. to 2 acres	\$500	
2 – 5 acres	\$750	
5+ acres	\$1000 deposit and actual cost	

Date Paid		Receipt No.	
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Erosion Control Plan – Simplified Checklist

Complete the site diagram with the following information:

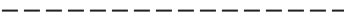
Site Characteristics

- North arrow and site boundary. Indicate and name adjacent streets or roadways.
- Location of existing drainage ways within and nearby the site and direction of flow.
- Location of existing and planned storm sewer inlets and culvert crossings nearby the site indicating size and direction of flow.
- Location of existing and proposed buildings, paved areas and elevations relative to final site grades.
- Location and approximate dimensions of the disturbed area on the site.
- Approximate gradient and direction of:
 1. existing and planned slopes; and
 2. planned drainageways on site.
- Location and approximate watershed area of overland runoff (sheet flow) and drainageways runoff (concentrated) flow coming onto the site and adjacent areas.
- Representative soil type of the disturbed area on the site (i.e., sandy, silt loam, clay loam, clay). _____

Site Diagram

See attached plans.

Erosion Control Plan Legend

	Property line		Limits of grading
	Existing drainage		Finished drainage
 TD	Temporary diversion		Silt fence

.....
.....
.....

Sod/Seed

Please indicate north by including an arrow.

Note: Straw hay bales are not an acceptable erosion control measure.

Erosion Control Practices

Location of temporary soil storage piles

- Note: ✓ Soil storage piles will be contained by a downslope sediment fence or be covered with a tarp. It is recommended that they be located more than 25 feet from any downslope road or drainageway.
- ✓ It is recommended that they be temporarily seeded.

Location of temporary gravel access drives (s).

- Note: ✓ Gravel drive will have 2 to 3 inch aggregate stone laid at least 7 feet wide and 6 inches thick.
- ✓ Drives will extend from the roadway 50 feet or to the building (whichever is less).

Location of sediment controls (filter fabric fence, straw bale fence, or other planned practices) that will minimize amount of eroded soil leaving the site.

- Note: ✓ Sediment controls may not be necessary if permanent seeding and mulching is completed within 30 days of the start of grading except around soil storage piles, around inlets and within drainageways.

Location of sediment barriers around storm sewer inlets.

Location of diversions.

- Note: ✓ It is recommended that areas of concentrated flow be properly diverted around disturbed areas. Overlay runoff (sheet flow) from adjacent areas greater than 10,000 square feet is also recommended to be diverted around disturbed areas in a manner that will not adversely impact adjacent landowners.
- ✓ Diversions will be stabilized with seeding and mulching **within 24 hours** of completion of diversion.

Location of practices that will control erosion in areas of concentrated flow.

- Note: ✓ Drainageways will be stabilized with seeding, mulching, and other appropriate measures within 24 hours of completion of construction of drainageways unless erosion is controlled through use of such practices as properly supported filter fabric barriers or straw bale barriers.

Management of Erosion Control

Temporary stabilization of disturbed areas.

- Note: ✓ It is recommended that rough graded disturbed areas (planned to be left inactive for more than 60 days during the summer or for more than 6 months of the rest of the year) have temporary soil stockpiled (planned to be left inactive for more than 7 days) and stabilized by temporary seeding (April 15 and October 15) or by other cover, such as tarping or mulching.
- ✓ Temporary seeding of oats or sudan grass are normally sown between May 15 and July 15, and rye grass or winter wheat are normally sown between July 15 and September 15.

Permanent stabilization of site by re-vegetation or other means.

- Note: ✓ Permanent seeding will be completed by September 15 or sodding placed by November 15.
- ✓ Straw or grassy hay mulching is recommended on all disturbed areas that are planned to be seeded.

Permanent Seeding Type	Rate of Application
Quick-2-Gro by LaCrosse Seed (25% bluegrass, 20% creeping red fescue, 25% annual rye, 30% perennial rye)	4 pounds/1,000 square feet

Maintenance of erosion control practices.

- Note: ✓ All erosion control practices will be inspected daily and maintained in working condition.
- ✓ Accumulated sediment will be removed from behind sediment fences and barriers before it reaches a depth that is equal to half the barrier height.
- ✓ All sediment that moves off-site due to construction activities will be cleaned up by the end of the workday.
- ✓ All sediment that moves off-site due to storm events will be cleaned up as soon as possible but at least by the end of the next day.
- ✓ Temporary gravel access drives will be maintained throughout construction in working condition.
- ✓ All erosion control practices will be maintained until the disturbed areas they protect are permanently stabilized and established. Upon permanent stabilization establishment, the temporary erosion control practices will be removed.

Schedule of erosion control practice installation and site grading.

- Note: ✓ Necessary erosion control practices will be installed prior to beginning grading.

Activity	Completion Date	Inspection Date
Install Erosion Control Practices		
Start Grading		
Apply Temporary Stabilization		
Apply Permanent Stabilization		

Permanent Seeding Responsibility of:

Name: Mike Moll - Moll Construction

Telephone No.: 608.838.3121

Installation and Maintenance of Erosion Control Practices Responsibility of:

Name: U.S. Venture, Inc.

Telephone No.: 608.838.3121

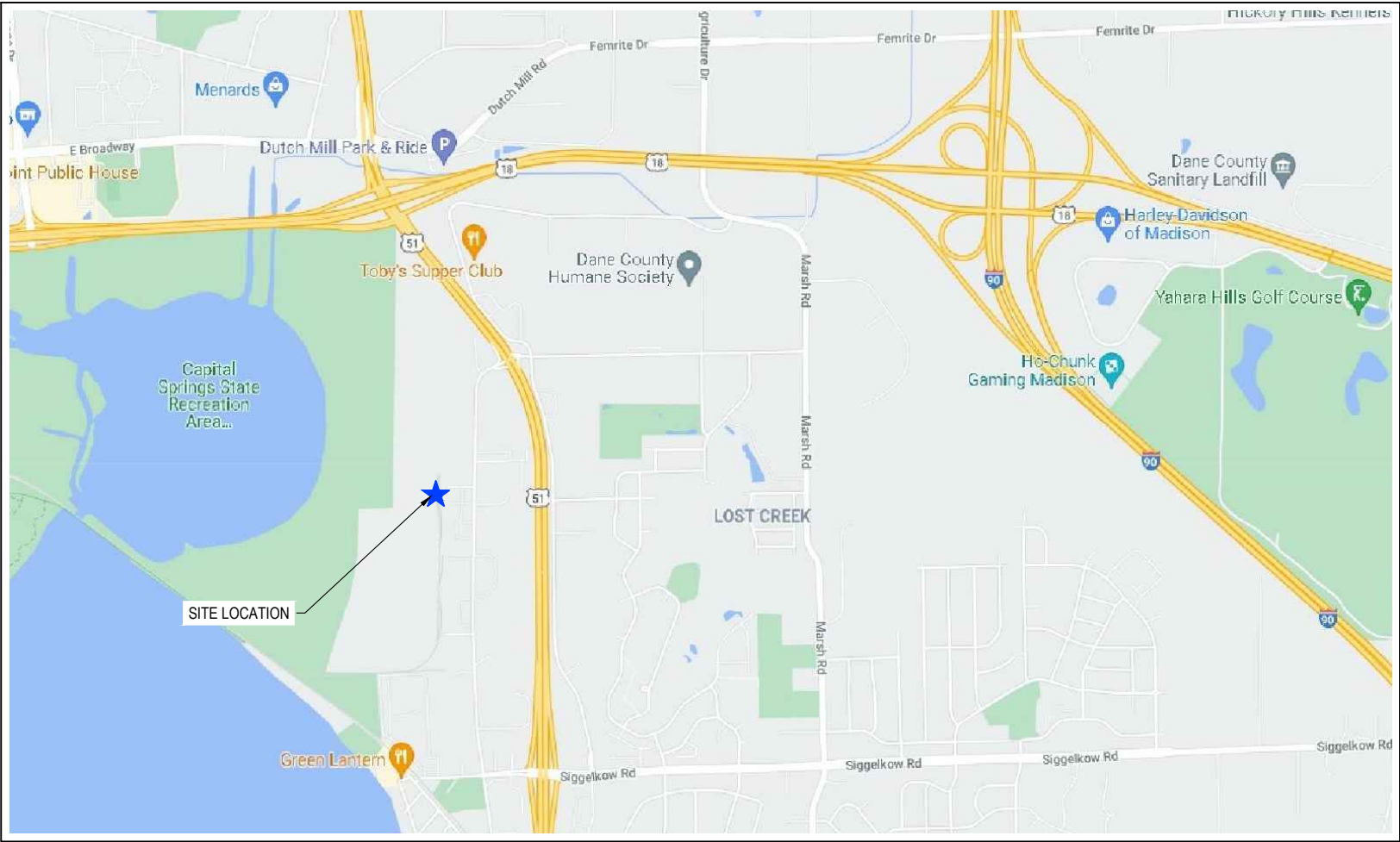
- For more assistance on plan preparation, refer to Chapter 15-5-1 of Village of McFarland Municipal Code, the Wisconsin DNR, Wisconsin Construction Site Best Management Handbook, and the UW-Extension publication, "Erosion Control for Home Builders."
- The Wisconsin Construction Site Best Management Handbook is available through State of Wisconsin Document Sales at (608) 266-3358.
- Erosion Control for Home Builders (GWQ001) can be ordered through Cooperative Extension Publications (608) 262-3346.

US OIL

4402 TERMINAL DRIVE
McFARLAND, WI

CONSTRUCTION PLANS

SHEET INDEX:



TRACK SPECIFICATIONS:

TURNOUTS	- AREMA No. 8 w/ SAMSON POINTS AND BACKSAVER SWITCH STANDS
CROSSINGS	- SINGLE TIMBER FLANGE
RAIL	- 115# MIN., JOINTED
TIES	- CONCRETE w/ PANDROL CLIPS, 24" O/C

SCOPE OF WORK:

REMOVE / REALIGN APPROXIMATELY 480-TF OF EXISTING TRACK 341.
FURNISH & INSTALL 1,525-TF INCLUDING 2- No. 8 LHTO AND 2- EARTHEN BUMPERS w/ 2x2 RED BOARDS
RELATED UTILITY MODIFICATIONS & EARTHWORK

SHEET INDEX:

SHEET No.	DESCRIPTION
01	TITLE SHEET
02	EXISTING CONDITIONS MAP
03	EXISTING CONDITIONS NOTES & LEGEND
04	SITE PREP & EROSION CONTROL MAP
05	SITE PREP & EROSION CONTROL NOTES & DETAILS
06	GRADING & DRAINAGE PLAN
07	TRACK 341 PLAN & PROFILE
08	TRACK A PLAN & PROFILE
09	TRACK B PLAN & PROFILE
10	PROPOSED EARTHWORK CROSS-SECTIONS
11	PROPOSED EARTHWORK CROSS-SECTIONS

REVISION	DESCRIPTION	DATE	BY	APPROVED BY	LEGEND:
				JPF	
				PROJECT NO.	
				2108002	
				DATE	
				11/18/2021	

CADFILE
21-11 USOil 03

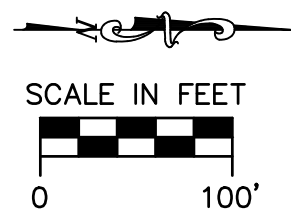
TITLE SHEET
PROPOSED INDUSTRY TRACK EXPANSION
US OIL
McFARLAND, WISCONSIN

WISCONSIN & SOUTHERN RAILROAD
MADISON SUBDIVISION
MILE POST 133.61
McFARLAND, DANE Co., WISCONSIN



SHEET NUMBER
1

1. FIELD SURVEY PERFORMED ON SEPTEMBER 2021, BY HARRIS & ASSOCIATES.
2. SEE SHEET 3 FOR LEGEND AND NOTES.



Toll Free (800) 242-8511
Milwaukee Area (414) 259-1181
Hearing Impaired TDD (800)
542-2289
www.DiggersHotline.com

"The information shown on this drawing concerning type and location of underground utilities is not guaranteed to be accurate or all inclusive. The contractor is responsible for making his own determinations as to the type and location of underground utilities as may be necessary to avoid damage thereto."

REVISION	DESCRIPTION	DATE	BY	APPROVED BY JPF
				PROJECT NO. 2108002
CADFILE 21-11 USOH 03				DATE 11/18/2021

**EXISTING CONDITIONS MAP
PROPOSED INDUSTRY TRACK EXPANSION
US OIL
McFARLAND, WISCONSIN**

WISCONSIN & SOUTHERN RAILROAD
MADISON SUBDIVISION
MILE POST 133.61
McFARLAND, DANE Co., WISCONSIN



 **VOLKMANN
RAILROAD
BUILDERS** 262-252-3377
fax 262-252-3393

14625 W. Kaul Ave. • Menomonee Falls, WI 53051

SHEET NUMBER

2

SURVEY NOTES:

1. FIELD SURVEY PERFORMED ON SEPTEMBER 2021 , BY HARRIS & ASSOCIATES.

GENERAL NOTES FOR PLANS

1. SUMMARY OF WORK: PROJECT WORK SHALL INCLUDE INSTALLATION/MAINTAINENECE/REMOVAL OF EROSION CONTROLS, RELOCATION OF UTILITIES/FEATURES, CLEARING/GRUBBING, TOPSOIL STRIPPING, GRADING, INSTALLATION OF STORM SEWER SYSTEM, INSTALLATION OF TRACKS, TOPSOIL PLACEMENT, AND SEEDING/FERTLIZING/MULCHING. CONSTRUCTION DETAILS ARE INCLUDED IN THE PLAN SET.

2. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL CODES/ORDINANCES/LAWS/REQUIREMENTS.

3. THE PROPOSED IMPROVEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE TO THE LATEST EDITIONS OF: WISCONSIN & SOUTHERN TRACK STANDARDS; AREMA STANDARDS; STANDARD SPECIFICATIONS FOR SEWER & WATER CONSTRUCTION IN WISCONSIN; THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK; THE LOCAL MUNICIPALITY'S TECHNICAL STANDARDS; (MUNCIPALITY STANDARDS); AND THE SITE GEOTECHNICAL REPORT (SITE GEOECHNICAL REPORT) THAT WAS PREPARED BY OTHERS, IF AVAILABLE.

4. ALL WORK SHALL BE CONSTRUCTED TO THE SATISFACTION OF REGULATORY AGENCIES, OWNER AND ARCHITECT.

5. THE CONTRACTOR SHALL INDEMNIFY THE OWNER, ARCHITECT, AND THEIR AGENTS FROM ALL LIABILITY INVOLVED WITH THE CONSTRUCTION, INSTALLATION AND TESTING OF THE CIVIL WORK INCLUDED ON THESE CIVIL PLANS.

6. ENGINEERING ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THESE PLANS WITHOUT THE EXPRESSED WRITTEN CONSENT OF ENGINEERING.

7. CONTRACTOR SHALL OBTAIN AND PAY FOR ALL NECESSARY WORK, PERMITS AND INSPECTIONS FOR THE CONSTRUCTION OF THESE CIVIL PLANS INCLUDING, BUT NOT LIMITED TO, TRAFFIC CONTROL, DEMOLITION, DISPOSAL, UTILITY REMOVAL/RELOCATION/CONSTRUCTION, GRADING/PAVING, ETC.

8. CIVIL PROJECT DRAWING VERIFICATION: CONTRACTOR SHALL REVIEW SITE PLANS PRIOR TO CONSTRUCTION. ANY DISCREPANCIES NOTED BETWEEN EXISTING SITE CONDITIONS AND PROJECT DRAWINGS, AND BETWEEN PROJECT DRAWINGS (FOR UTILITY CONFLICTS, DRAINAGE/GRADING CONFLICTS, ETC.) SHALL BE NOTED TO THE ARCHITECT IN WRITING PRIOR TO CONSTRUCTION COMMENCEMENT. CHANGES IN WORK SCOPE SHALL BE MADE ACCORDINGLY. IF CONTRACTOR (OR ITS' SUBCONTRACTORS) COMMENCES WORK (I.E., EQUIPMENT MOBILIZATION TO SITE), CONTRACTOR ACCEPTS RESPONSIBILITY/EXPENSES FOR ANY CHANGES TO BE PERFORMED AS A RESULT OF PROJECT DRAWING INCONSISTENCIES AT NO ADDITIONAL COST TO THE OWNER/ARCHITECT/ENGINEER.

9. UNDERGROUND UTILITIES ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY, AND ARE NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS/HER OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO. CONTRACTOR SHALL CALL DIGGER'S HOTLINE A MINIMUM OF THREE DAYS PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITIES. IN ADDITION, CONTRACTOR SHALL NOTIFY UTILITY COMPANIES FOR ONSITE LOCATIONS OF EXISTING UTILITY PRIOR TO CONSTRUCTION COMMENCEMENT.

10. ALL EXISTING UTILITIES SHOWN ARE NOT TO BE INTERPRETED AS THE EXACT LOCATION OR AS THE ONLY OBSTACLES THAT MAY OCCUR ON THE SITE. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS AND PROCEED WITH CAUTION AROUND ALL FEATURES. GIVE NOTICE TO UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF THEIR SERVICE LINES AND CAP ALL LINES BEFORE PROCEEDING WITH WORK. DAMAGE TO UTILITIES THAT ARE TO REMAIN SHALL BE REPAIRED AT CONTRACTOR'S COST AT NO ADDITIONAL COST TO THE OWNER/ARCHITECT/ENGINEER.

11. PRIOR TO ANY CONSTRUCTION ACTIVITIES, CONTRACTOR SHALL REFER TO, AND ADHERE TO THE RECOMMENDATIONS OF THE SITE GEOTECHNICAL REPORT AND ANY RELEVANT ENVIRONMENTAL ASSESSMENT REPORTS. IF PREVIOUSLY UNIDENTIFIED HAZARDOUS, CONTAMINATED MATERIALS, ENVIRONMENAL-RELATED CONDITIONS, OR UNEXPECTED SUBGRADE CONDITIONS ARE DISCOVERED, STOP WORK IMMEDIATELY AND NOTIFY THE OWNER/ARCHITECT FOR ACTION TO BE TAKEN. DO NOT RESUME WORK UNTIL SPECIFICALLY AUTHORIZED BY THE OWNER/ARCHITECT.

12. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING SOIL CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION. CHECK WITH ARCHITECT AND OWNER IF A SITE GEOTECHNICAL REPORT IS AVAILABLE. IF AVAILABLE, CONTRACTOR SHALL PERFORM ALL EXCAVATIONS, DEWATERING, BACKFILLING (MATERIALS AND PLACEMENT/COMPACTION), SUBGRADE CONSTRUCTION, ETC. IN ACCORDANCE WITH THE SITE GEOTECHNICAL REPORT.

13. CONTRACTOR IS RESPONSIBLE FOR SITE SECURITY AND SAFETY. OWNER, ARCHITECT AND ENGINEER ASSUMES NO RESPONSIBILITY FOR EITHER SITE SECURITY OR SAFETY.

14. THE MUNICIPALITY, OWNER, AND ARCHITECT SHALL HAVE THE RIGHT TO INSPECT, APPROVE, AND REJECT THE CONSTRUCTION OF THE IMPROVEMENTS DETAILED IN THESE CIVIL PLANS. CONTRACTOR TO PAY/COORDINATE ALL INSPECTIONS. REJECTED CONSTRUCTION SHALL BE RECONSTRUCTED AT CONTRACTOR'S EXPENSE AT NO ADDITIONAL COST TO THE OWNER/ARCHITECT/ENGINEER.

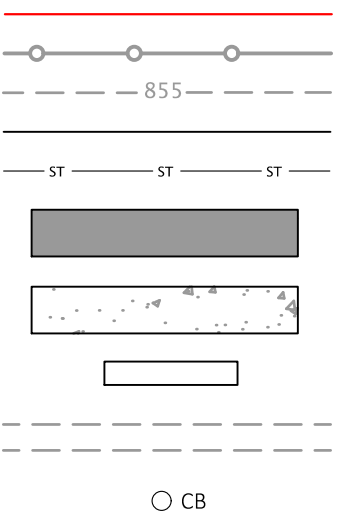
15. ANY ADJACENT PROPERTIES, UTILITIES, OR ROAD RIGHT-OF-WAYS WHICH ARE DAMAGED DURING CONSTRUCTION MUST BE RESTORED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSES TO THE SATISFACTION TO THE MUNICIPALITY/OWNER/ARCHITECT AT NO ADDITIONAL COST TO THE OWNER/ARCHITECT/ENGINEER.

16. EXISTING ITEMS TO REMAIN SHALL BE CAREFULLY PROTECTED DURING CONSTRUCTION. ANY DAMAGE TO THESE ITEMS WILL BE REPAIRED OR REPLACED AT CONTRACTOR'S EXPENSE AT NO ADDITIONAL COST TO THE OWNER/ARCHITECT/ENGINEER.

17. ALL WORK IN THE RIGHT-OF-WAY SHALL BE PERFORMED IN ACCORDANCE WITH THE MUNICIPALITY'S TECHNICAL STANDARDS, COUNTY STANDARDS OR STATE STANDARDS, WHICHEVER IS MORE RESTRICTIVE.

18. FIELD TILE CONNECTION - TILE LINES CROSSED BY A TRENCH/EXCAVATION SHALL BE REROUTED AND REPLACED WITH THE SAME MATERIAL AS THE STORM SEWER TO MAINTAIN FIELD TILE DRAINAGE.

EXISTING LEGEND



RAILROAD TRACK C/L

FENCE LINE

GROUND CONTOUR

EDGE OF PAVEMENT

STORM SEWER

PAVEMENT SURFACE

PAVEMENT SURFACE

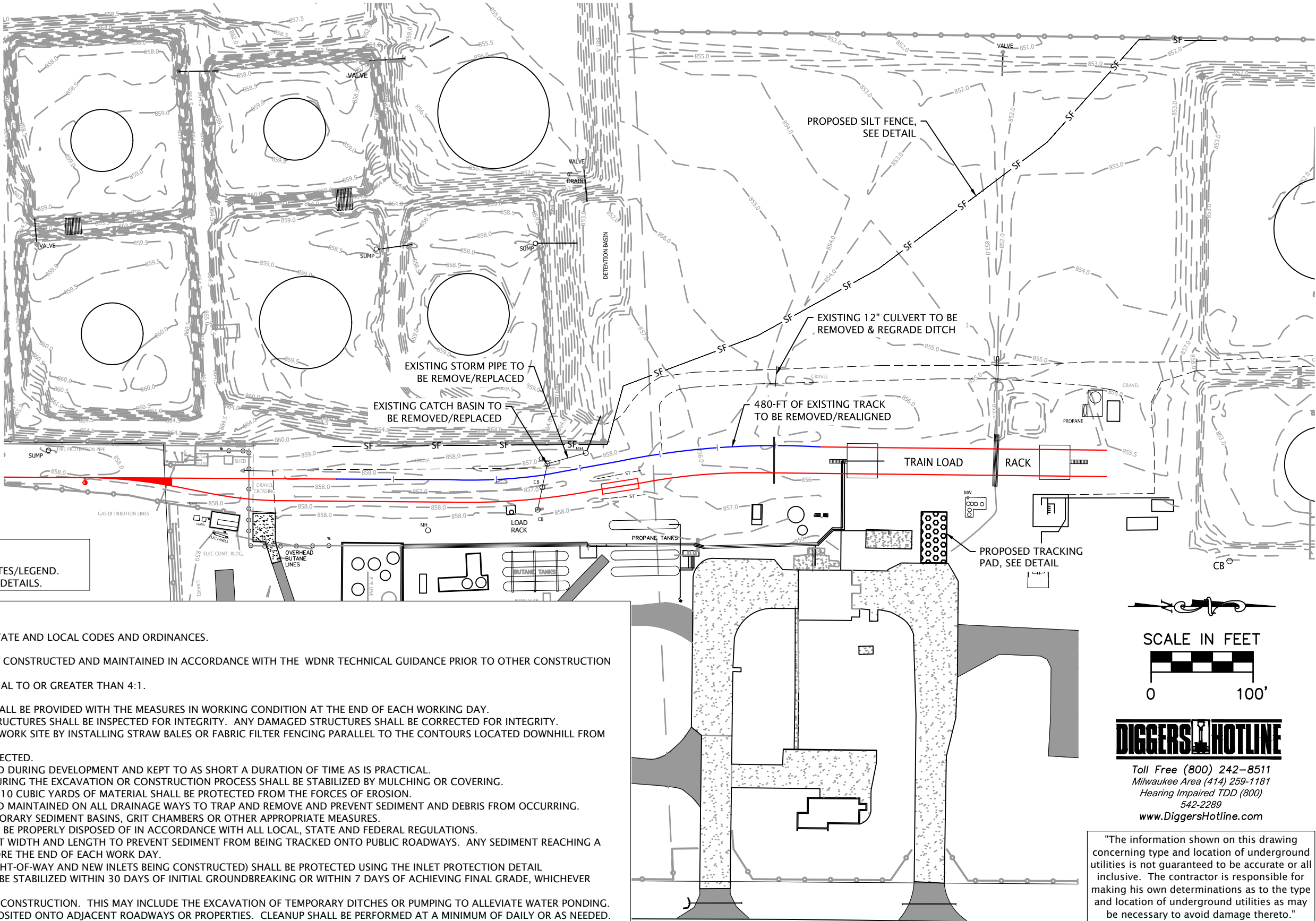
STRUCTURE

SERVICE DRIVE / GRAVEL EDGE

STORM STRICTURE

PROPOSED CONDITIONS LEGEND

- RAILROAD TRACK TO BE REMOVED/REALIGNED
- SF SF SILT FENCE
- TRACKING PAD



GENERAL NOTES

- SEE SHEET X FOR GENERAL NOTES, EXISTING CONDITIONS NOTES/LEGEND.
- SEE SHEET Y FOR SITE PREP & EROSION CONTROL NOTES AND DETAILS.

GENERAL EROSION CONTROL AND CLEAN UP REQUIREMENTS:

- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL STATE AND LOCAL CODES AND ORDINANCES.
- EROSION CONTROLS
 - ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE WDNr TECHNICAL GUIDANCE PRIOR TO OTHER CONSTRUCTION ACTIVITIES.
 - INSTALL EROSION MAT ON ALL FINISHED GRADE SLOPES EQUAL TO OR GREATER THAN 4:1.
 - INSPECT AND MAINTAIN ALL EROSION CONTROLS DAILY.
 - MAINTENANCE OF ALL SEDIMENT CONTROL STRUCTURES SHALL BE PROVIDED WITH THE MEASURES IN WORKING CONDITION AT THE END OF EACH WORKING DAY.
 - AFTER ANY SIGNIFICANT RAINFALL, SEDIMENT CONTROL STRUCTURES SHALL BE INSPECTED FOR INTEGRITY. ANY DAMAGED STRUCTURES SHALL BE CORRECTED FOR INTEGRITY.
 - OVERLAND FLOW SHALL BE PREVENTED FROM LEAVING THE WORK SITE BY INSTALLING STRAW BALES OR FABRIC FILTER FENCING PARALLEL TO THE CONTOURS LOCATED DOWNHILL FROM THE WORK AREA.
 - NATURAL PLANT COVERING SHALL BE PRESERVED AND PROTECTED.
 - THE SMALLEST PRACTICAL AREA OF LAND SHALL BE EXPOSED DURING DEVELOPMENT AND KEPT TO AS SHORT A DURATION OF TIME AS IS PRACTICAL.
 - ALL DISTURBED GROUND LEFT INACTIVE FOR TWO WEEKS DURING THE EXCAVATION OR CONSTRUCTION PROCESS SHALL BE STABILIZED BY MULCHING OR COVERING.
 - ALL SOIL OR DIRT STORAGE PILES CONTAINING MORE THAN 10 CUBIC YARDS OF MATERIAL SHALL BE PROTECTED FROM THE FORCES OF EROSION.
 - TEMPORARY SEDIMENT BASINS SHALL BE CONSTRUCTED AND MAINTAINED ON ALL DRAINAGE WAYS TO TRAP AND REMOVE AND PREVENT SEDIMENT AND DEBRIS FROM OCCURRING.
 - WATER PUMPED FROM THE SITE SHALL BE TREATED BY TEMPORARY SEDIMENT BASINS, GRIT CHAMBERS OR OTHER APPROPRIATE MEASURES.
 - ALL WASTE AND UNUSED CONSTRUCTION MATERIALS SHALL BE PROPERLY DISPOSED OF IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL REGULATIONS.
 - PROVIDE ACCESS DRIVES AND PARKING AREAS OF SUFFICIENT WIDTH AND LENGTH TO PREVENT SEDIMENT FROM BEING TRACKED ONTO PUBLIC ROADWAYS. ANY SEDIMENT REACHING A PUBLIC ROADWAY SHALL BE REMOVED (NOT FLUSHING) BEFORE THE END OF EACH WORK DAY.
 - ALL STORM DRAIN INLETS (BOTH WITHIN THE ADJACENT RIGHT-OF-WAY AND NEW INLETS BEING CONSTRUCTED) SHALL BE PROTECTED USING THE INLET PROTECTION DETAIL.
- ALL DISTURBED AREAS OUTSIDE STREET RIGHT-OF-WAYS MUST BE STABILIZED WITHIN 30 DAYS OF INITIAL GROUNDBREAKING OR WITHIN 7 DAYS OF ACHIEVING FINAL GRADE, WHICHEVER OCCURS FIRST.
- CONTRACTOR SHALL MAINTAIN SITE DRAINAGE THROUGHOUT CONSTRUCTION. THIS MAY INCLUDE THE EXCAVATION OF TEMPORARY DITCHES OR PUMPING TO ALLEVIATE WATER PONDING.
- CONTRACTOR SHALL NOT ALLOW MUD AND DEBRIS TO BE DEPOSITED ONTO ADJACENT ROADWAYS OR PROPERTIES. CLEANUP SHALL BE PERFORMED AT A MINIMUM OF DAILY OR AS NEEDED.



SCALE IN FEET



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Hearing Impaired TDD (800) 542-2289
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REVISION	DESCRIPTION	DATE	BY	APPROVED BY	LEGEND:
				JPF	
				PROJECT NO.	
				2108002	
				DATE	
				11/18/2021	

CADFILE
21-11 US011 03

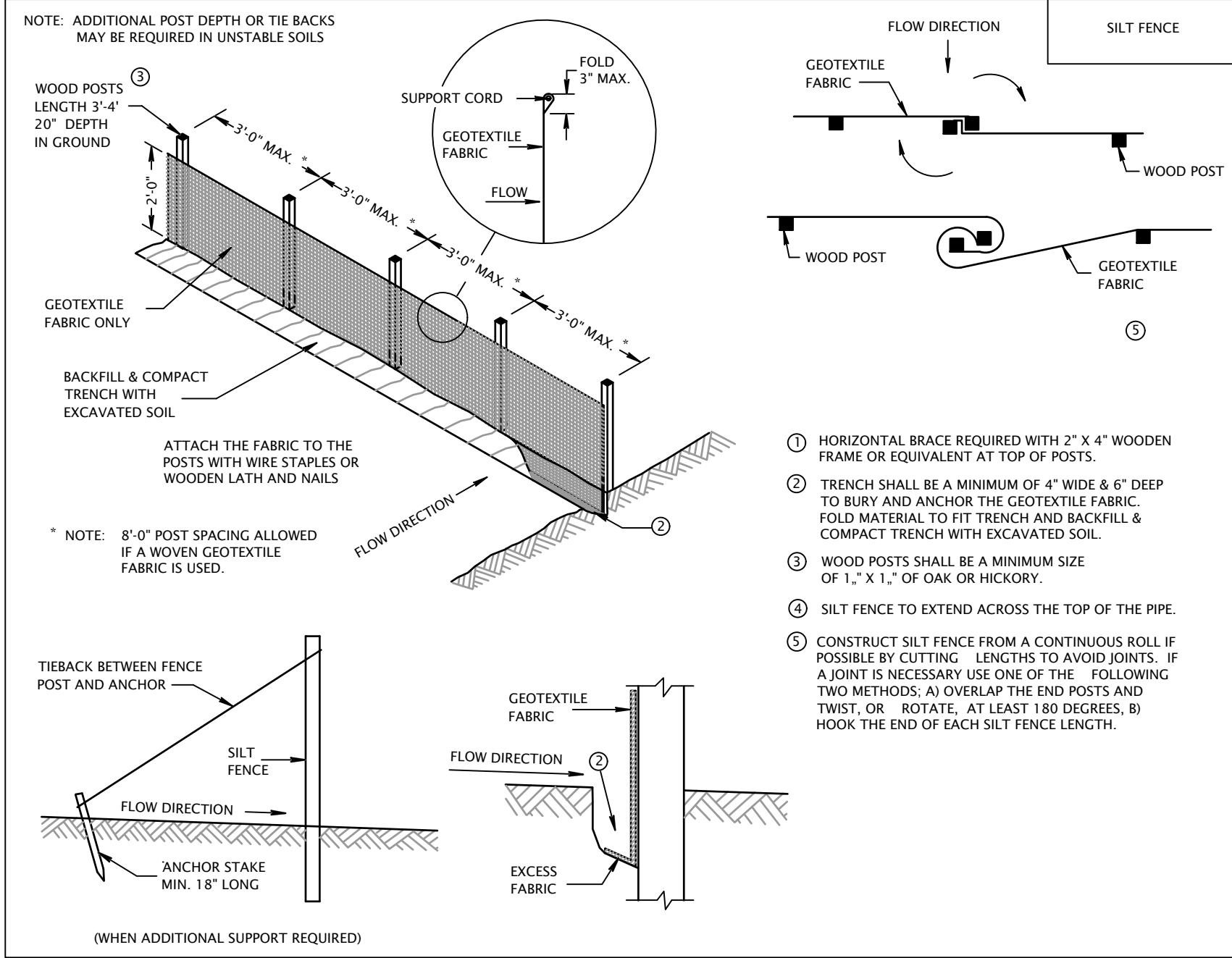
SITE PREP & EROSION CONTROL MAP
PROPOSED INDUSTRY TRACK EXPANSION
US OIL
McFARLAND, WISCONSIN

WISCONSIN & SOUTHERN RAILROAD
MADISON SUBDIVISION
MILE POST 133.61
McFARLAND, DANE Co., WISCONSIN

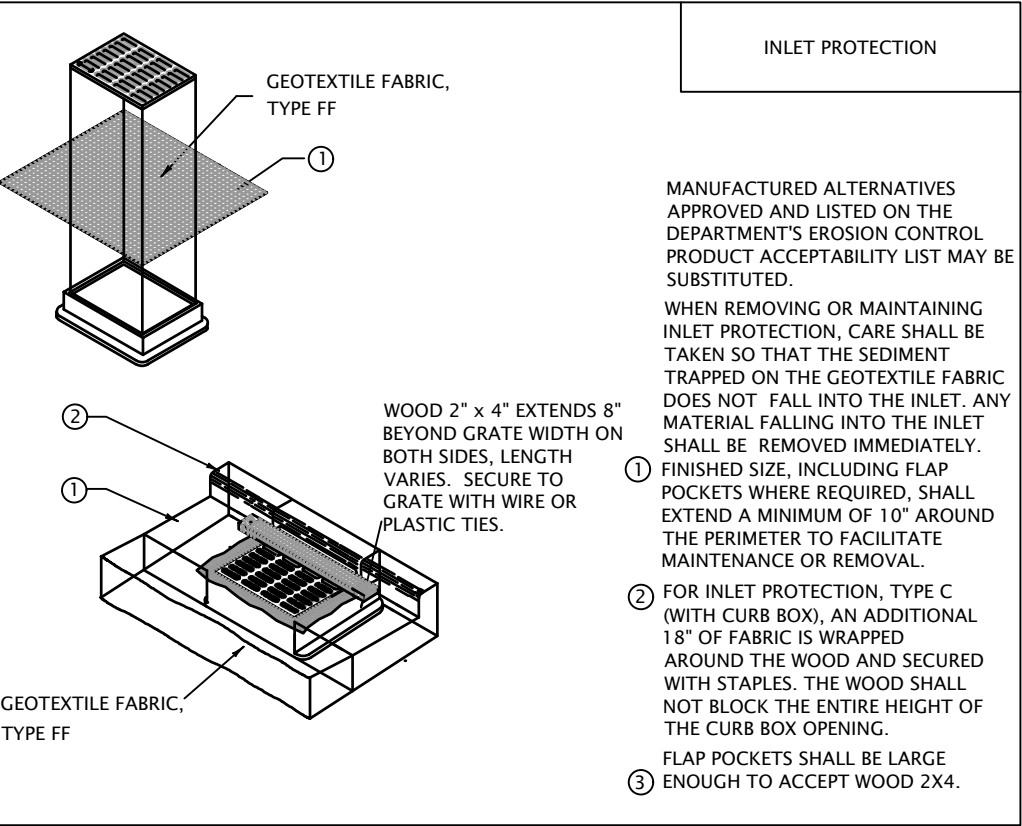
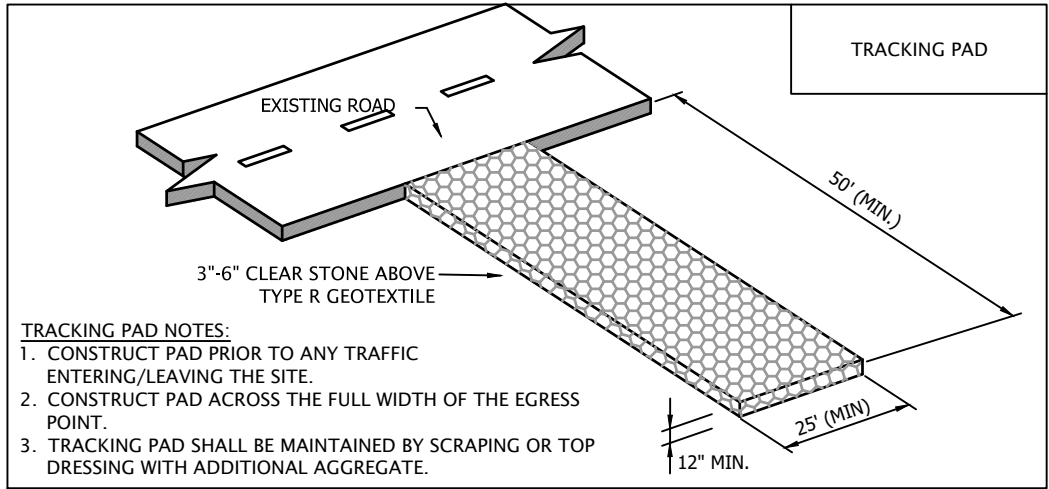
WS
WISCONSIN & SOUTHERN RAILROAD CO.

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SHEET NUMBER
4



- DEMOLITION NOTES:**
- DEMOLITION AND DISPOSAL WORK SHALL BE PERFORMED IN ACCORDANCE WITH APPLICABLE REQUIREMENTS OF AUTHORITIES HAVING JURISDICTION OVER THIS WORK INCLUDING FEDERAL, STATE, COUNTY, AND THE LOCAL MUNICIPALITY.
 - ALL STRUCTURES, PAVEMENT AND UTILITIES SHALL BE COMPLETELY DEMOLISHED/REMOVED AS NOTED. ALL MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR. DISPOSAL OF ALL ITEMS SHALL BE PROPERLY DISPOSED IN ACCORDANCE WITH ALL FEDERAL, STATE, COUNTY AND LOCAL MUNICIPALITY REGULATIONS.
 - THE OWNER, ARCHITECT, AND ENGINEER ASSUMES NO RESPONSIBILITY AND MAKES NO REPRESENTATION AS TO THE CONDITION OF THE STRUCTURES/MATERIALS TO BE REMOVED OR THE SPECIFIC MATERIALS THAT COMPRISE THEIR MAKEUP AND CONTENTS. IF HAZARDOUS MATERIALS ARE ENCOUNTERED DURING DEMOLITION OPERATIONS, DEMOLITION SHALL CEASE AND THE OWNER AND ARCHITECT SHALL BE NOTIFIED. THE MATERIAL SHALL BE REMOVED, CONTAINERIZED, TRANSPORTED AND DISPOSED IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE, COUNTY AND CITY LAWS AND REGULATIONS. DO NOT RESUME UNTIL SPECIFICALLY AUTHORIZED BY THE OWNER/ARCHITECT.
 - CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL DEBRIS FROM THE SITE AND DISPOSING OF THE DEBRIS IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REQUIREMENTS/LAWS.
 - NO BURNING OF MATERIALS FROM THE SITE IS PERMITTED. THE USE OF EXPLOSIVES ON THIS PROJECT IS NOT PERMITTED.
 - CONTRACTOR SHALL STRIP TOPSOIL FROM ALL AREAS THAT ARE TO BE GRADED OR BUILT UPON. TOPSOIL SHALL BE STOCKPILED IN A LOCATION PRE-APPROVED BY ARCHITECT/OWNER. STOCKPILE SHALL HAVE SILT FENCE INSTALLED AROUND THE PERIMETER.
 - ALL UTILITY REMOVALS INCLUDE REMOVAL OF THE UTILITY STRUCTURES AND LINES UNLESS SPECIFICALLY APPROVED BY THE ARCHITECT PRIOR TO UTILITY REMOVAL. UTILITIES SHALL BE REMOVED TO PROPERTY LINE AND CAPPED IN ACCORDANCE WITH SPECIFIC UTILITY REQUIREMENTS TO THE SATISFACTION OF OWNER AND UTILITY. ALL PAVEMENT/FOOTINGS/SIDEWALKS/RAMPS/STAIRS/POSTS/ETC. REMOVALS INCLUDE THE STRUCTURE AS WELL AS APPURTENANCES. RESULTANT HOLES AND EXCAVATIONS SHALL BE BACKFILLED PER SITE GEOTECHNICAL REPORT.
 - THE PROPER UTILITY COMPANIES SHALL BE NOTIFIED PRIOR TO WORK COMMENCEMENT AS REQUIRED BY THE SPECIFIC UTILITIES. ALL WORK SHALL BE COORDINATED WITH THE UTILITY COMPANY HAVING THE JURISDICTION OVER THE SPECIFIC UTILITY PRIOR TO ANY DISCONNECTION, ABANDONMENT AND/OR REMOVAL/CAPPING OF THE UTILITY. ADEQUATE TIME SHALL BE PROVIDED IN CONTRACTOR'S SCHEDULE FOR REMOVAL, RELOCATION OR INSTALLATION TO PROVIDE SMOOTH TRANSITION IN UTILITY SERVICE. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND PAY FOR ALL UTILITY SERVICES/FEES/INSPECTIONS,ETC.
 - CONTRACTOR SHALL MAINTAIN ALL UTILITY SERVICES TO ADJACENT PROPERTIES. UTILITY SERVICES SHALL NOT BE INTERRUPTED WITHOUT PRE-APPROVAL FROM THE ADJACENT LAND OWNERS AND SPECIFIC UTILITY(IES).
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS AND PROTECTIONS FOR ALL UTILITIES, STORM DRAINAGE, SIGNS, UTILITY POLES, ETC. AS REQUIRED TO COMPLETE THE PROPOSED CONSTRUCTION IN PLACE, WHETHER SPECIFICALLY CALLED OUT ON THE PLANS OR NOT. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES' SPECIFICATIONS.
 - NO UTILITIES SHALL REMAIN BELOW STORMWATER FEATURES AND BUILDINGS UNLESS SPECIFICALLY CALLED OUT TO REMAIN. UTILITIES SHALL EITHER BE REMOVED, REPLACED, OR RELOCATED AS DIRECTED BY ARCHITECT AND OWNER.
 - GRAVEL AREAS (IF APPLICABLE) - ONLY REMOVE GRAVEL DOWN TO FINAL GRADE (FOR PROPOSED GRAVEL AREAS) OR TOP OF SUBGRADE GRADES (FOR AREAS TO RECEIVE PAVEMENT).
 - TREE/BRUSH REMOVAL INCLUDES ROOT BALL.
 - FIELD TILE CONNECTION - TILE LINES CROSSED BY A TRENCH/EXCAVATION SHALL BE REROUTED AND REPLACED WITH THE SAME MATERIAL AS THE STORM SEWER TO MAINTAIN FIELD TILE DRAINAGE.



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CADFILE 21-11 USOH 03					

SITE PREP & EROSION CONTROL NOTES & DETAILS

PROPOSED INDUSTRY TRACK EXPANSION

US OIL

McFARLAND, WISCONSIN

WISCONSIN & SOUTHERN RAILROAD
MADISON SUBDIVISION
MILE POST 133.61
McFARLAND, DANE Co., WISCONSIN



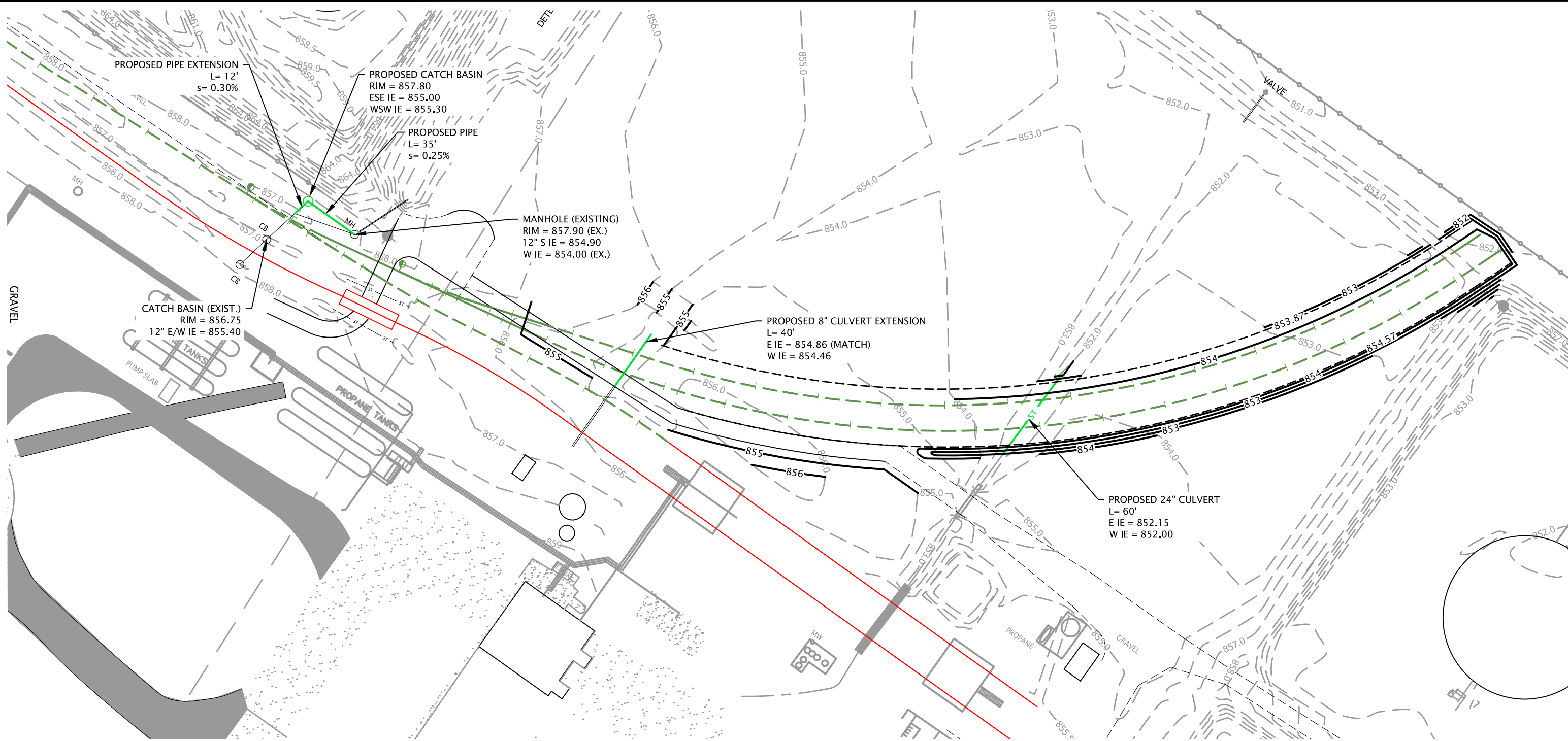
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fax 262-252-3393

SHEET NUMBER

5



GENERAL NOTES

1. SEE SHEET X FOR GENERAL NOTES, EXISTING CONDITIONS NOTES/LEGEND.

GENERAL GRADING/PAVING NOTES

1. CONTRACTOR SHALL VERIFY ALL GRADES, MAKE SURE ALL AREAS DRAIN PROPERLY AND SHALL REPORT ANY DISCREPANCIES TO THE ENGINEER PRIOR TO CONSTRUCTION. DISCREPANCIES OR OTHER MODIFICATIONS REPORTED/MADE AFTER CONSTRUCTION COMMENCEMENT SHALL BE AT CONTRACTOR'S COST.

2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL/STATE/FEDERAL REQUIREMENTS.

3. SUBGRADE TO BE CONSTRUCTED/PREPARED AS SPECIFIED BY SITE GEOTECHNICAL REPORT, IF AVAILABLE. IF NO GEOTECHNICAL REPORT IS AVAILABLE, PREPARE AND PROOF SUBGRADE IN ACCORDANCE WITH WISDOT STANDARDS. SOFT AREAS SHALL BE REPAIRED BY OVEREXCAVING TWO FEET, PLACING GEOTEXTILE (TYPE SR) DOWN UNDER CRUSHED STONE.

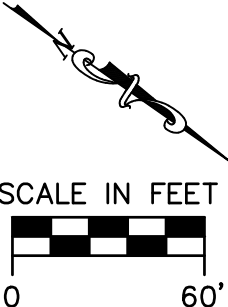
PROPOSED CONDITIONS LEGEND

— 1215 — GROUND CONTOUR

— — DRIVE LANE

— ST — ST STORM LINE

— — RAILROAD TRACK C/L



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CADFILE 21-11 US011 03

GRADING & DRAINAGE PLAN
PROPOSED INDUSTRY TRACK EXPANSION
US OIL
McFARLAND, WISCONSIN

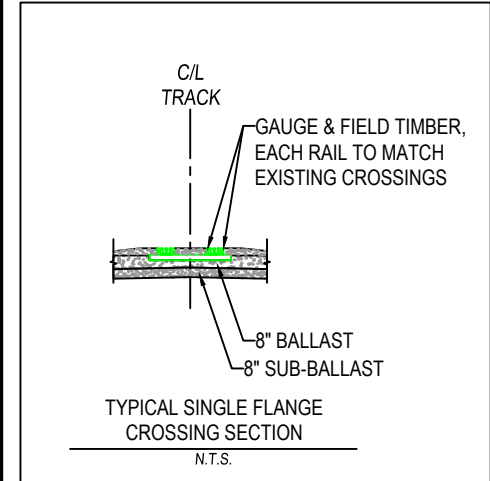
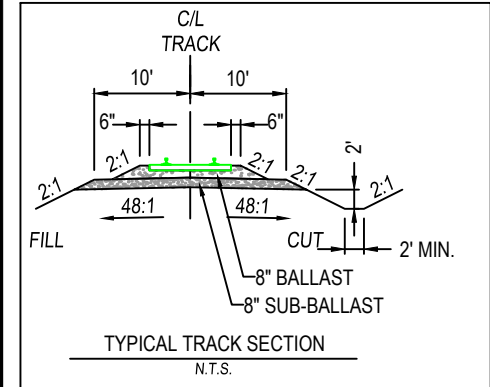
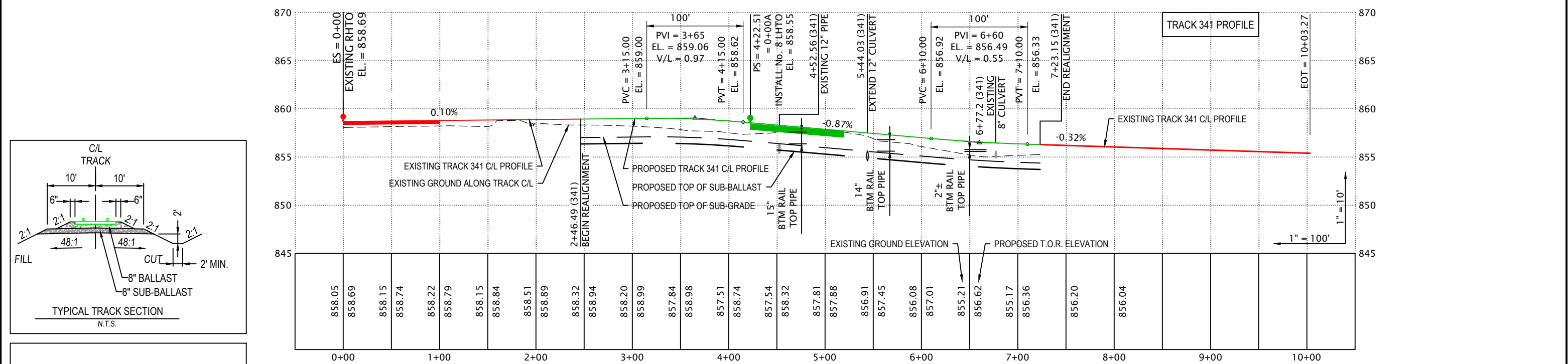
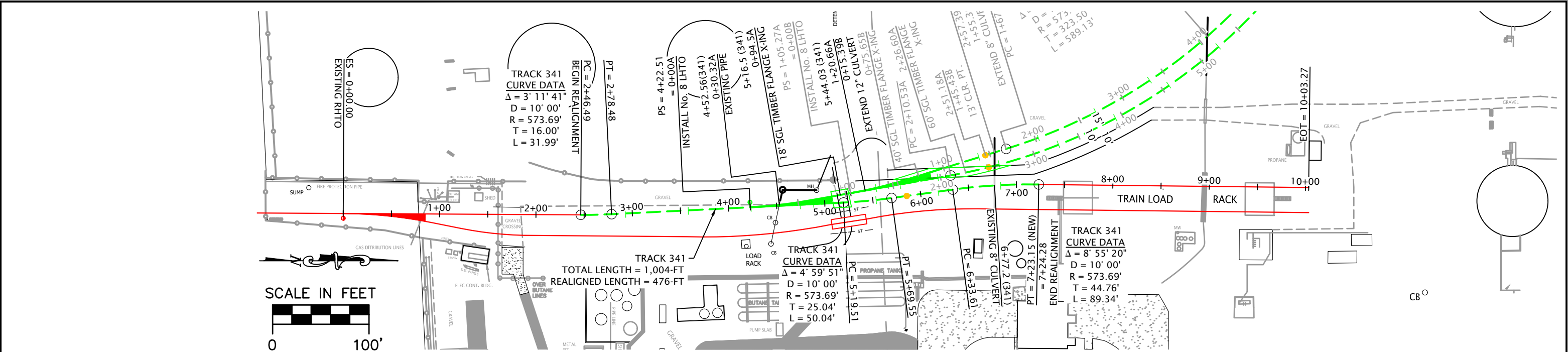
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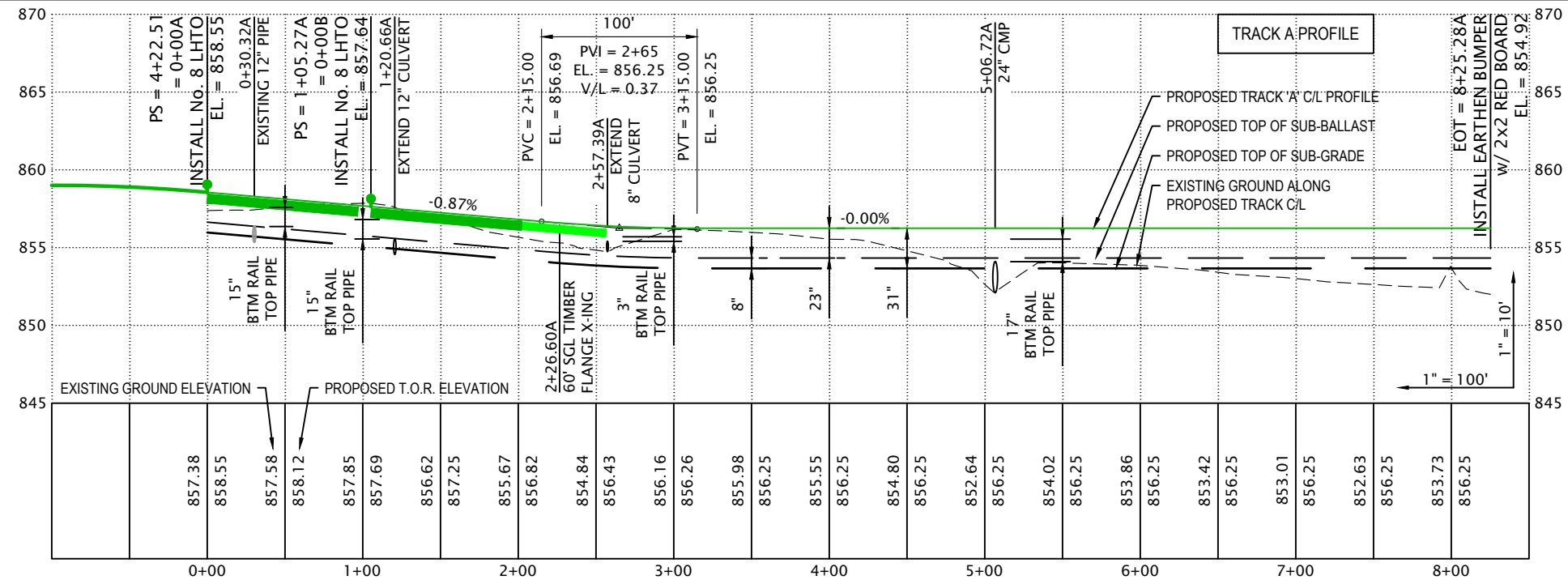
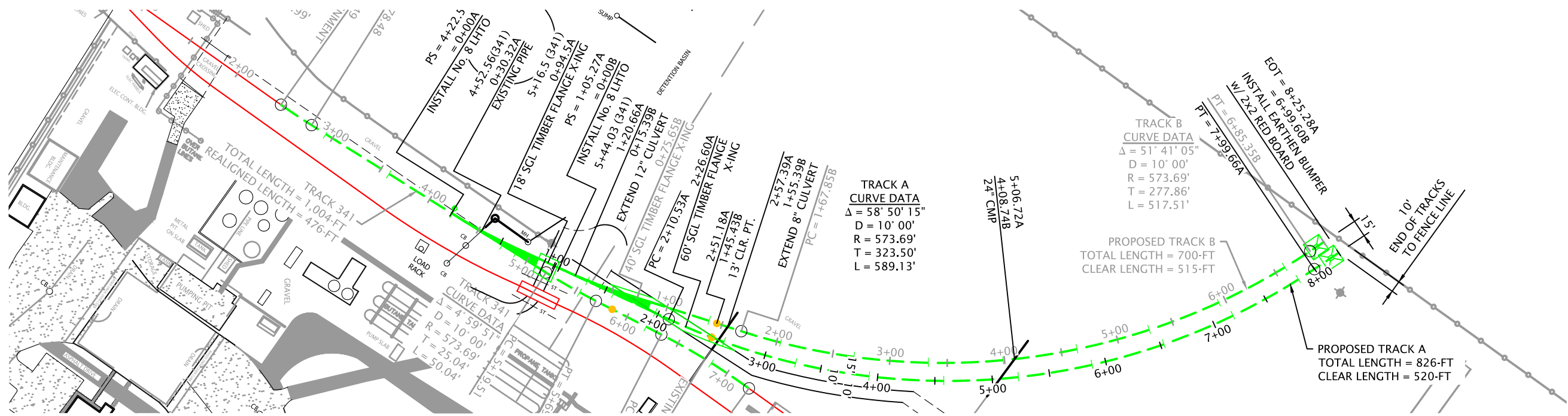
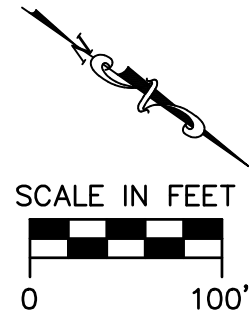
TRACK 341 PLAN & PROFILE **PROPOSED INDUSTRY TRACK EXPANSION** US OIL McFARLAND, WISCONSIN

WISCONSIN & SOUTHERN RAILROAD
 MADISON SUBDIVISION
 MILE POST 133.61
 McFARLAND, DANE Co., WISCONSIN



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7



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CADFILE

21-11 USOH 03

LEGEND:	
—	EXISTING INDUSTRY TRACK
---	PROPOSED INDUSTRY TRACK OPTION 2

PROPOSED TRACK A PLAN & PROFILE

PROPOSED INDUSTRY TRACK EXPANSION

US OIL

McFARLAND, WISCONSIN

WISCONSIN & SOUTHERN RAILROAD
MADISON SUBDIVISION
MILE POST 133.61
McFARLAND, DANE Co., WISCONSIN



WISCONSIN & SOUTHERN RAILROAD

VOLKMANN

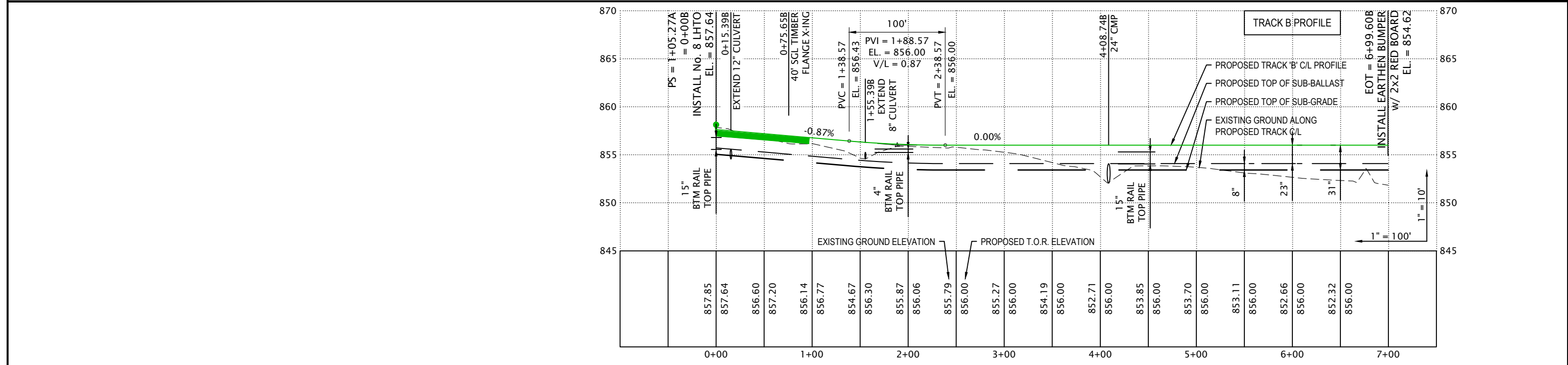
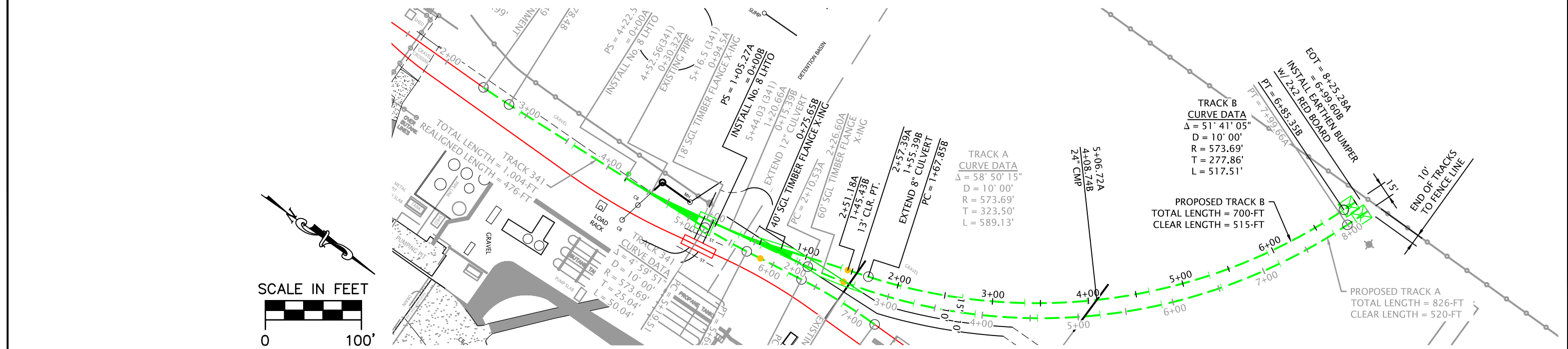
RAILROAD

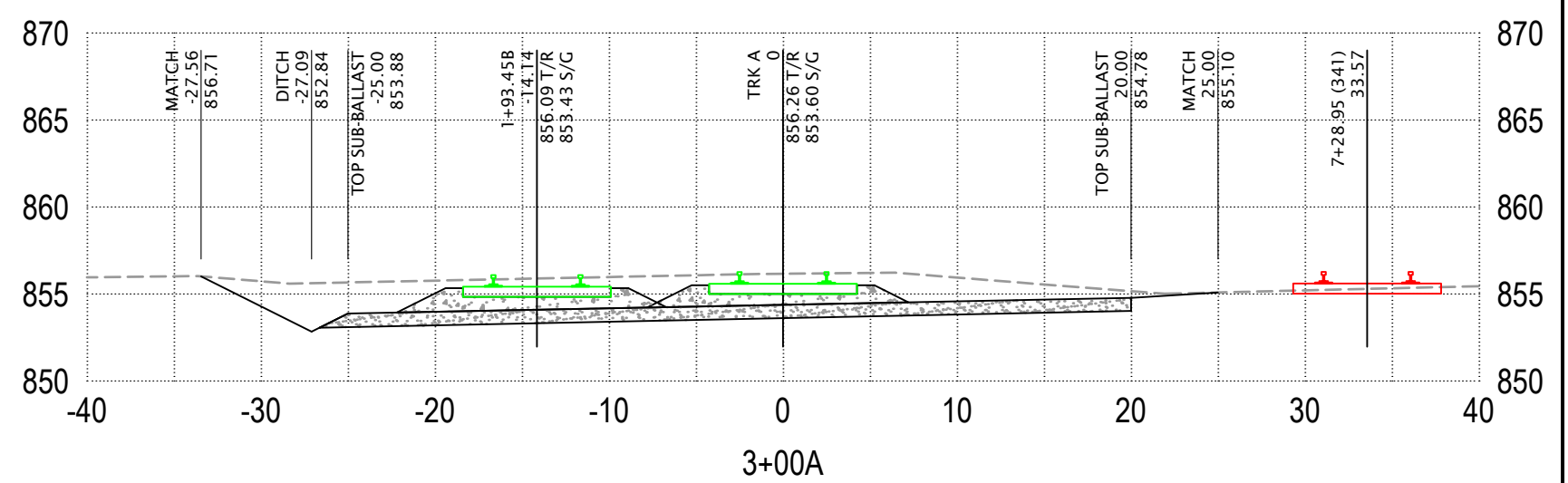
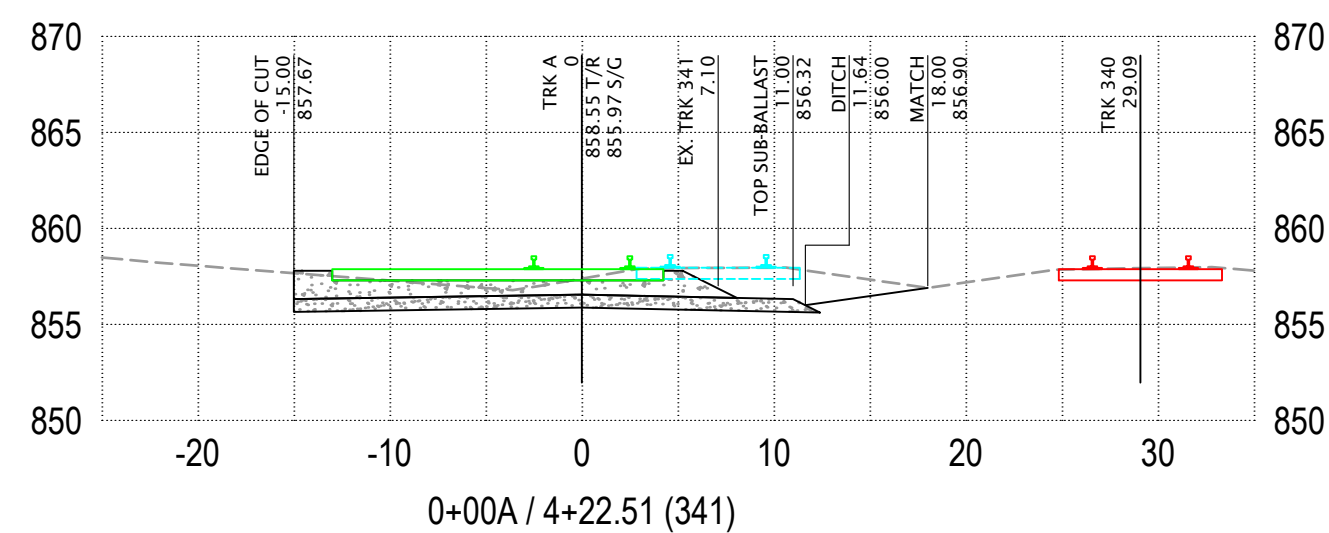
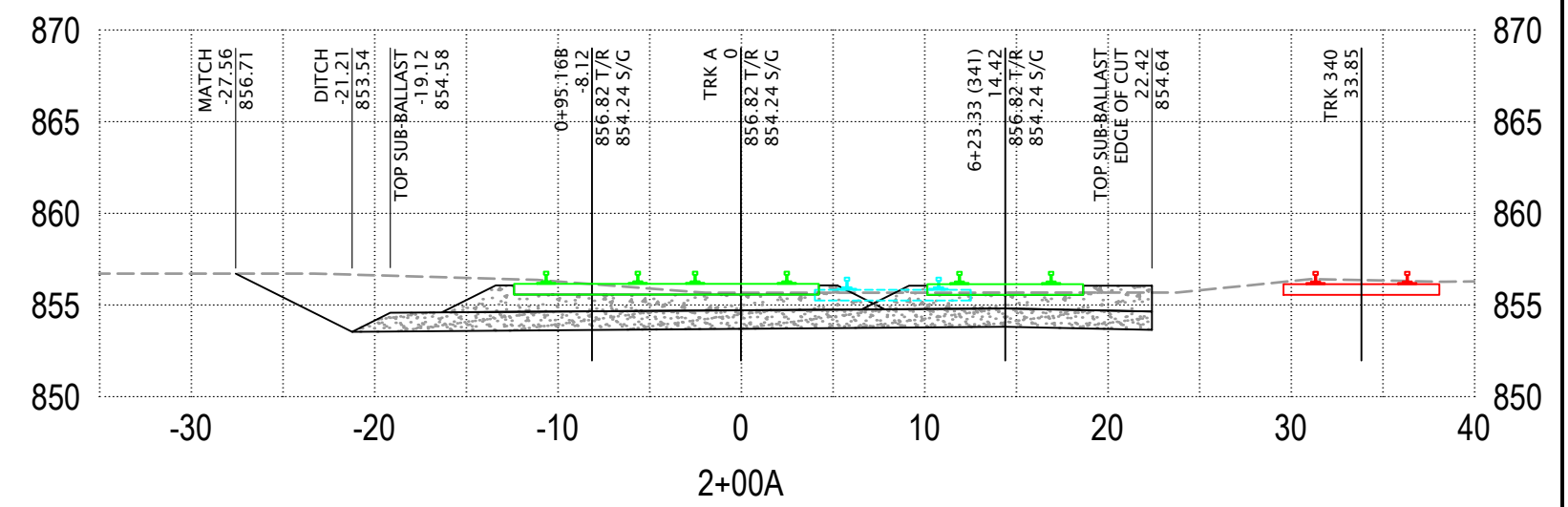
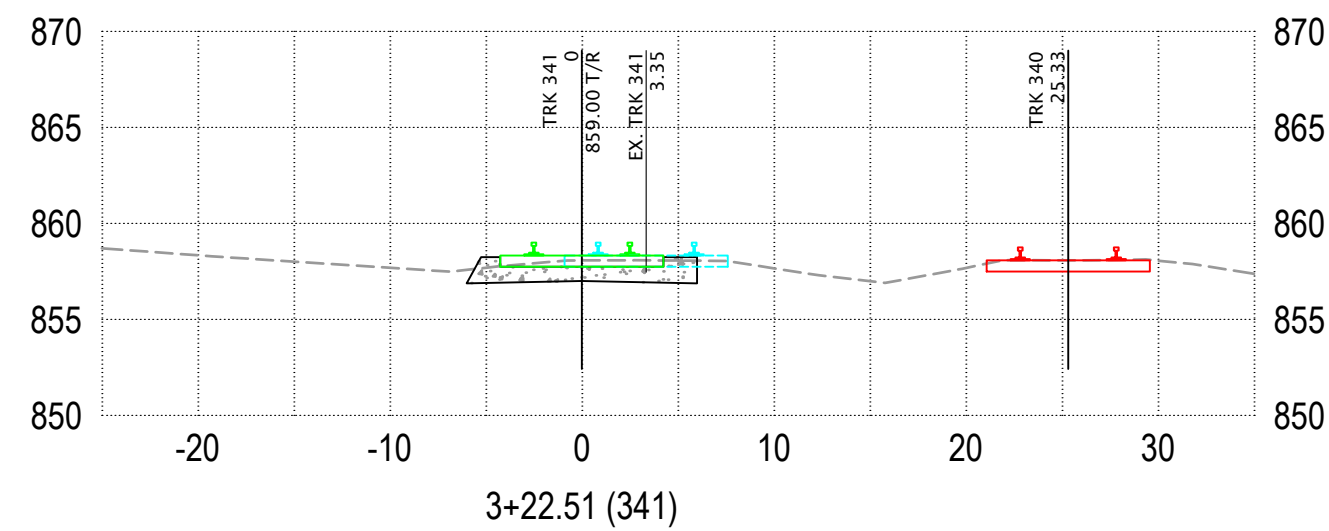
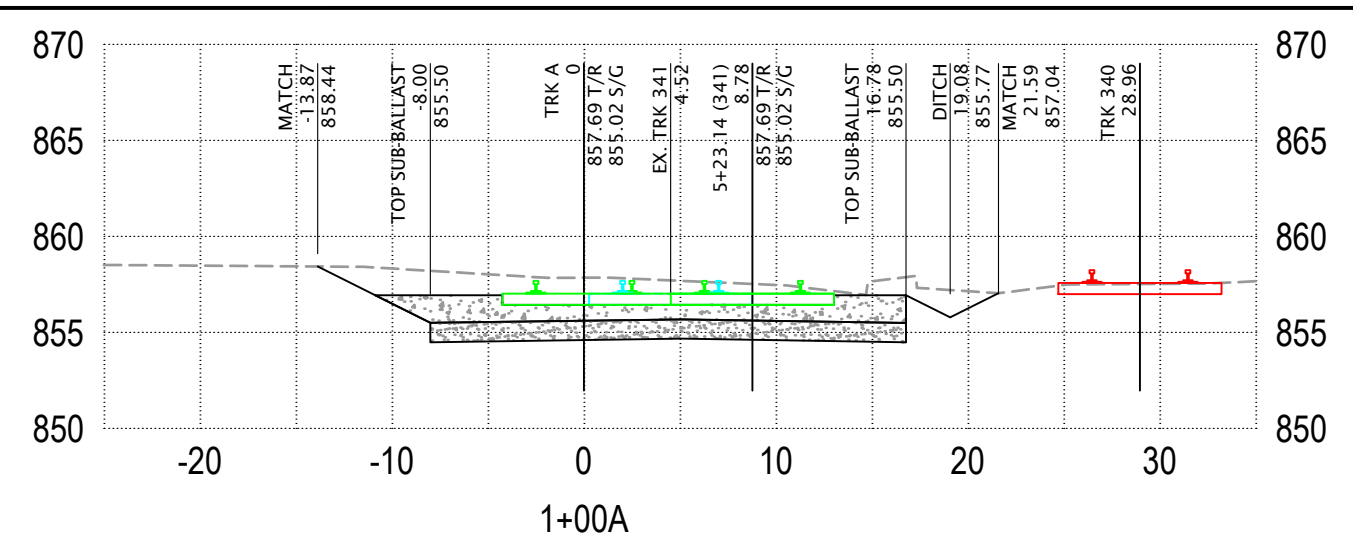
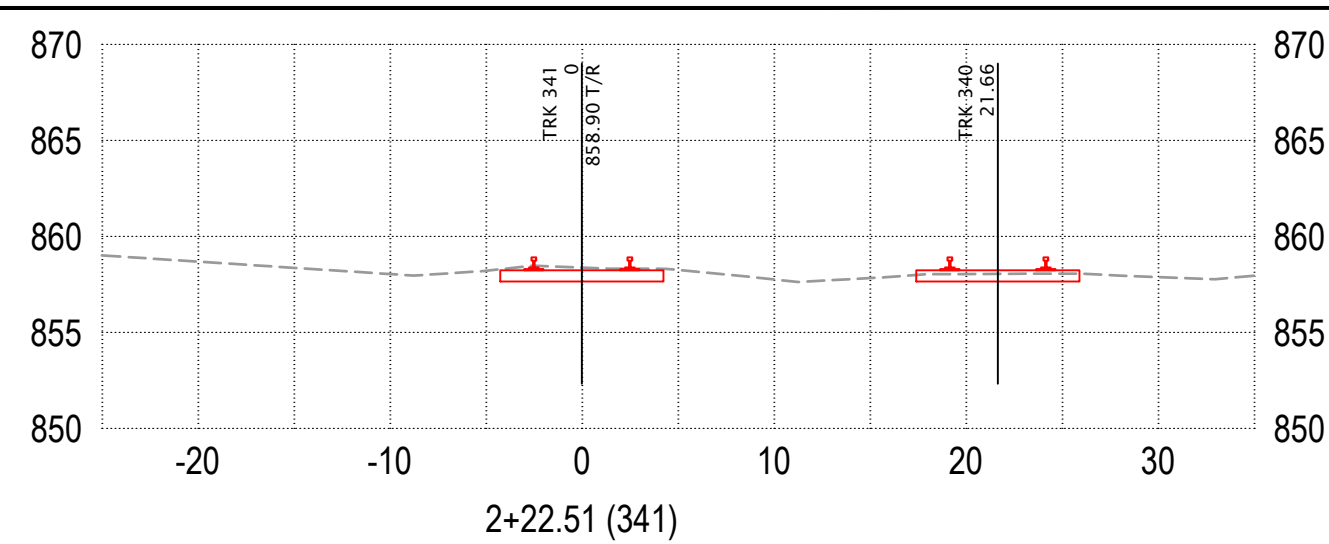
BUILDERS

14625 W. Kaul Ave. • Menomonee Falls, WI 53051

262-252-3377

fax 262-252-3393





REVISION	DESCRIPTION	DATE	BY	APPROVED BY	LEGEND:
				JPF	
				PROJECT NO.	
				2108002	
				DATE	
				11/18/2021	

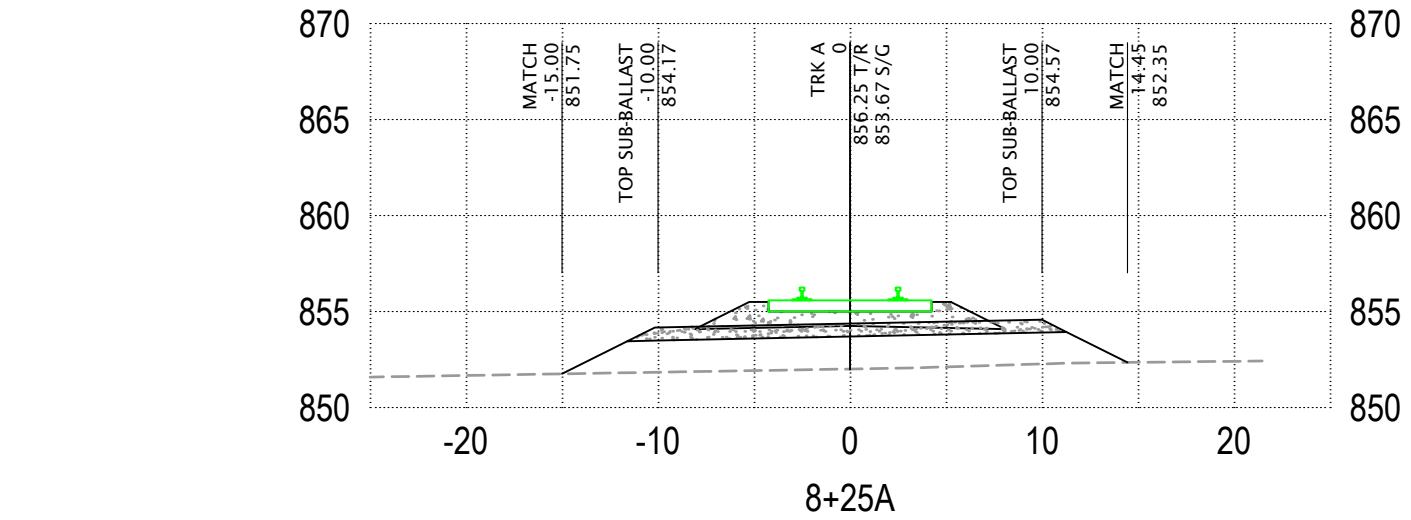
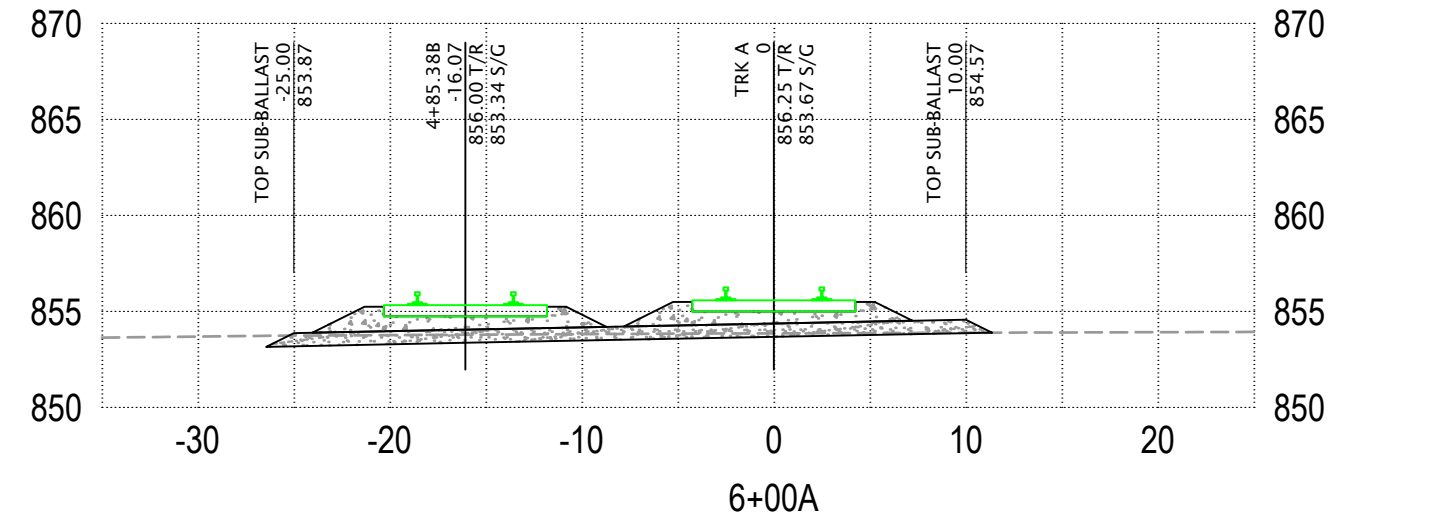
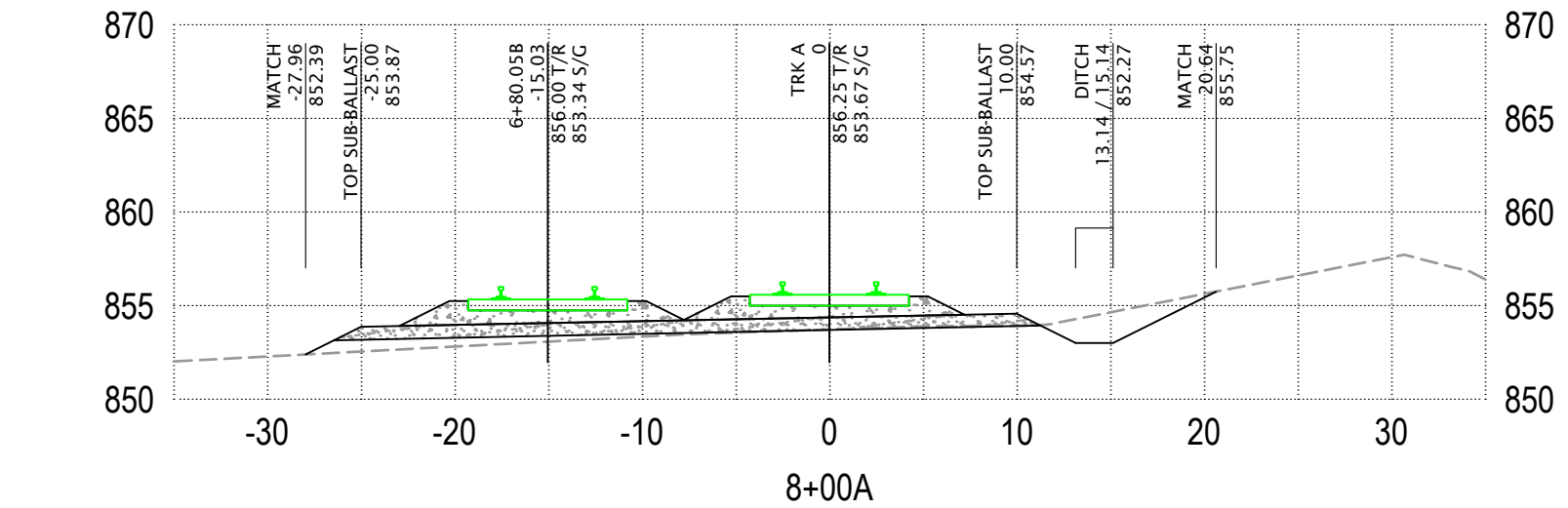
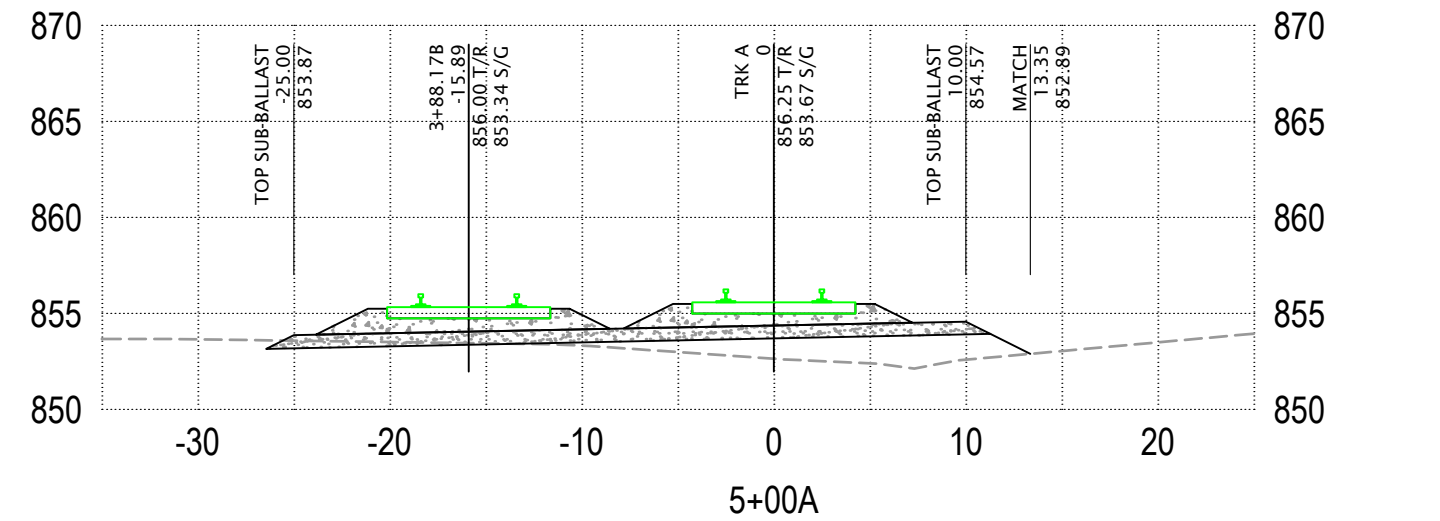
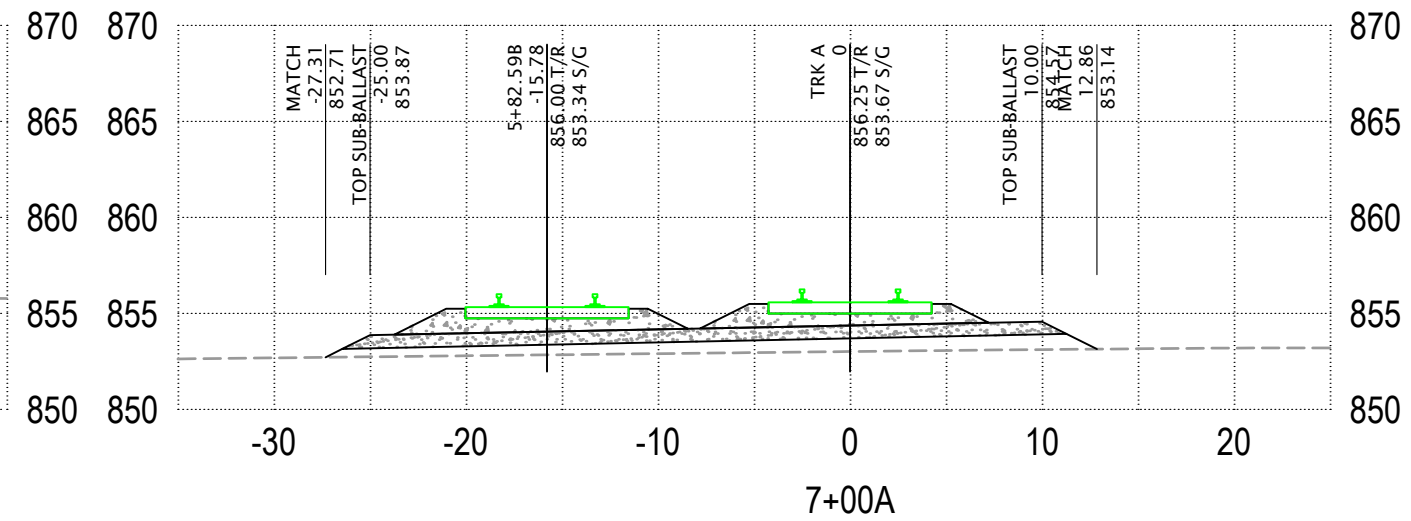
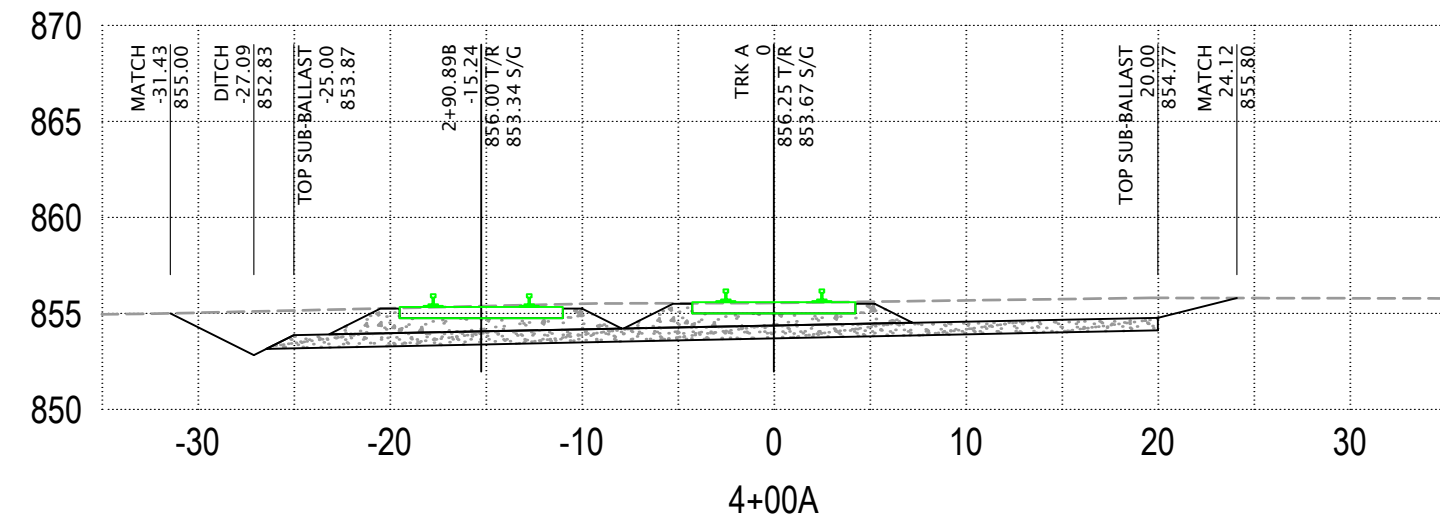
PROPOSED EARTHWORK CROSS-SECTIONS
PROPOSED INDUSTRY TRACK EXPANSION
 US OIL
 McFARLAND, WISCONSIN

WISCONSIN & SOUTHERN RAILROAD
 MADISON SUBDIVISION
 MILE POST 133.61
 McFARLAND, DANE Co., WISCONSIN



VOLKMAN
RAILROAD
BUILDERS
 14625 W. Kaul Ave. • Menomonee Falls, WI 53051
 262-252-3377
 fax 262-252-3393

SHEET NUMBER
10



January 5, 2022

Mr. Andrew Bremer, AICP
Community & Economic Development Director
Village of McFarland
5915 Milwaukee Street
P.O. Box 110
McFarland, WI 53558

Subject: 4306 Terminal Drive - US Oil Rail Spur Expansion Plan Submittal Review

Dear Andrew:

We have received the proposed plans dated November 18, 2021, and included in the November 29, 2021 Site Plan Submittal for a rail spur extension at the existing US Oil facility located at 4306 Terminal Drive. The submittal has been reviewed from a public works perspective.

Stormwater Management/Erosion Control Plan

The erosion control measures shown appear to be adequate, but an actual erosion control permit application should be submitted, which will involve some additional detail and the Village's permit fee.

In addition, the proposed expansion of impervious area in an industrial site triggers the Village and County stormwater management requirements. I have spoken with the applicant's engineer, who will be incorporating some best management practices. They will be revising and resubmitting the plans as needed.

Construction Plans

We have no additional comments on the plans themselves.

Please feel free to contact us with any questions or comments regarding this review.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.



Brian R. Berquist, P.E.
President

cc: Mr. Jim Hessling, Director of Public Works, Village of McFarland (*via email*)

BRB:brb

J:\JOB#S\McFarland\MC-192-M6 2021 US Oil Terminal Drive Site Rail Expansion\Admin\Review Letter 1.docx



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110

(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

January 3, 2022

Andrew Bremer, AICP
Community & Economic Development Director
5915 Milwaukee St.
McFarland, WI 53558

RE: 4306 Terminal Drive-US Oil Rail Expansion

Dear Andrew,

The McFarland Fire & Rescue Department does not observe any conflicts regarding fire department access or the IFC-2015, Appendix D with the proposed rail extension at the US Oil Terminal at 4306 Terminal Drive within the Village of McFarland.

If you have any questions regarding the above, please contact me via phone at 608-838-3278 or via email at mitchell.sutter@mcfarland.wi.us

Sincerely,

Mitchell Sutter
Fire Inspector/Public Education Specialist

Cc: Chris Dennis, Fire & EMS Chief (McFarland Fire & Rescue Department)

VILLAGE OF McFarland

Police Department

5915 Milwaukee St, McFarland, WI 53558 | 608.838.3151 | www.mcfarland.wi.us/police

Aaron P. Chapin | Chief of Police

DATE: January 10, 2022

TO: Andrew Bremer – Community and Economic Development Director

FROM: Aaron P. Chapin, Chief of Police

REFERENCE: Recommendation of Approval

I have reviewed the plans for the US Oil Rail spur expansion and do not have any issues with the plan as presented.

Respectfully,



Aaron P. Chapin
Chief of Police



www.mcfarland.wi.us | 5115 Terminal Drive, McFarland, WI 53558 |
608.838.7287

January 14, 2022

Andrew Bremer
Community & Economic Development Director
5915 Milwaukee Street
McFarland, WI 53558

RE: 4306 Terminal Drive
US Oil Rail Spur Expansion

Andrew,

I would like to take this opportunity to comment on the proposed expansion at the above mentioned address.

The department of public works does not have any issue with this plan as presented.

Sincerely,

A handwritten signature in black ink, appearing to read 'James R. Hessling', is written over a light blue horizontal line.

James R. Hessling
Director of Public Works

Industrial Center Subdistrict

Guidelines	Yes	No
Site Design		
1. Does the project connect building entries with walkways to planned sidewalks in Terminal Drive, distinguishing them from driving surfaces?	Not Applicable	
2. Does the project locate service areas, loading docks, mechanical equipment, and refuse containers to non-street sides of buildings and screen them?	✓	
3. Does the project include adequate, accessible, and convenient areas for collecting and loading trash and recyclables?	Not Applicable	
4. Does the project screen ground-, roof-, and wall-mounted mechanical equipment from public rights-of-way and adjacent properties?	Not Applicable	
5. Does the project include landscaped front yards, parking areas, and foundations?		✗
6. Does the project convey stormwater to on-site or in-district infiltration areas?		✗
7. Does the project provide bicycle parking?	Not Applicable	
8. Are all fully screened outdoor storage or display areas inside of all required side and rear building setbacks, with dense landscaping on the outside of these areas?	✓	
9. Does the project permanently define and screen all outdoor storage areas with dense landscaping, opaque walls and/or opaque fences?	✓	
10. Does the project limit outdoor operations and store equipment and raw materials inside buildings to ensure minimal visual impact on neighboring uses and the public?	Not Applicable	
11. Does the project locate limited outdoor merchandise display areas near building entrances, without affecting traffic flow?	Not Applicable	
12. Does the project preserve existing on-site vegetation, especially large trees, wood lots, and remnant wetlands and prairies?	✓	
13. Does the project locate service and storage areas to minimize Highway 51 visibility?	✓	
14. Does the project heavily screen parking areas adjacent to highway 51?	Not Applicable	
15. Does the project screen rooftop mechanicals and utilities?		
16. Are mechanicals and utilities shown on the project's site plan?		
17. Does the project use wall-mounted signs?		
18. Does the project include buildings which are at least two-stories in height?		
19. Does the project include buildings which are compatible with the desired gateway character of the Village?		
20. Does the project include buildings which continue the architectural theme, design elements, and detailing on all sides?		
21. Does the project include loading docks or overhead doors on street-facing facades?		
22. Does the project screen loading docks or overhead doors on other facades?		
23. Does the project provide overhangs for pedestrian shelter?		
24. Does the project have a FAR between 0.15 and 1.0 if it is an Industrial use or 0.35 and 1.5 if it is a Commercial use?		
25. Is a minimum of 50% of the front building wall 20' to 35' from Terminal Drive or McFarland Street right-of-way?		
Building Design & Materials	Not Applicable	
1. Does the project use building materials with lasting architectural character (strength, durability and quality)?		
2. Does the project encourage use of the following exterior wall materials: brick, decorative masonry block, architectural grade metal panels, cedar siding, stone, architectural pre-cast concrete panels, Exterior Insulation and Finish System (EIFS),		

Refer to Staff Report regarding improvements to Terminal Drive front yard landscaping and stormwater management

Dry-vit, and glass?		
3. Does the project use corrugated-type metal or steel external siding on more than 25% of all street visible facades?		
4. Does the project incorporate similar or architecturally harmonious materials for all exterior building walls and other building components visible from public streets?		
5. For industrial buildings, does the project portray a quality office appearance at entries and around public/office spaces?		
6. Does the project encourage use of earth tone colors, such as gray, green, brown, burgundy, and tan?		
7. Does the project incorporate loading docks, truck parking, outdoor storage, trash collection, trash compaction, and other service functions into overall building design?		
8. Does the project locate loading facilities to the rear or non-street side of the building?		
9. Does the project integrate the placement and screening of mechanicals into the building architecture?		
Building Orientation	Not Applicable	
1. Are building facades oriented parallel to the primary abutting street, with entrances?		
2. Does the project have a minimum of 50% of the front building wall to be at 20' to 35' from the street right-of-way?		
3. Does the project group back-of-building areas on double-fronted lots?		
4. Does the project make public building entrances clearly identifiable and accessible?		
5. Does the project site buildings for safe pedestrian and vehicular circulation?		
Lighting	Not Applicable	
1. Are all exterior light fixtures at least three feet from all lot lines and within landscaped islands or outside parking lot edges?		
2. Does the project utilize incandescent or high-pressure sodium (HPS) light fixtures?		
3. Does the project use ninety-degree down-cast, cutoff fixtures (without drop lenses) for all lighting?		
4. Does the project include lights greater than 25 feet in height?		
5. Do average illumination levels in parking lots exceed 5 footcandles?		
6. Do illumination levels at lot lines exceed 0.5 footcandles?		
Parking	Not Applicable	
1. Does the project site employee parking to the rear or non-street side of the building?		
2. Does the project limit front yard parking to visitor spaces?		
3. Does the project provide landscaped islands, each a minimum of 200 square feet, and at a minimum rate of one island for every 12 parking spaces?		
Signage	Not Applicable	
1. Does the project include pole or pylon style signs?		
2. If there is more than one business on a lot, is ground signage combined?		
3. Does the project architecturally integrate signs with its building?		
4. Does the project frame wall mounted signs to create a clearly defined edge, provide shadow relief, and a substantial appearance?		
5. Does the project screen external spot or flood lighting of signs?		

US Oil - Landscaping Addition



January 13, 2022

Dane County Mask

- Dane County Mask
- Parcels
- Water Areas

Flood Hazard Boundaries

- Limit Lines

SFHA / Flood Zone Boundary

- Gages
- Nodes

0 165 330 660 Feet



McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, January 18, 2022

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Public Hearing on a temporary Conditional Use Permit (CUP) requested by Kwik Trip, Inc. for temporary parking of up to 13 fleet vehicles, at 4015 Terminal Drive, McFarland, WI. Property zoned C-H Commercial Highway.

PREVIOUS ACTION:

December 20, 2021, Plan Commission conditional approval of a conditional use permit for Kwik Trip to construct a new gas station and convenience store at 4015 Terminal Drive.

December 28, 2021, Kwik Trip closed on the acquisition of the property.

ISSUE SUMMARY:

SUMMARY OF REQUEST

The Applicant (Kwik Trip, Inc.) is requesting a temporary conditional use permit to park up to 13 fleet vehicles at 4015 Terminal Drive until such time as they construct their new gas station and convenience store on the property. The property is zoned C-H Commercial Highway.

Trucking (NAICS Code 484000) is listed as conditional uses in the C-H District under Sec. 62-71 of the Zoning Code.

EXISTING PROPERTY CONDITIONS

This property is 3.9 acres and is zoned C-H. The existing 14K square foot building was built in 2000 by Ruan Transportation for a semi-trunk maintenance facility, including warehousing and office space. Two outdoor fenced storage areas, one 6,400 square feet and the other at 12,000 square feet, were later added by a subsequent tenant (Stetson Building Products) via a temporary conditional use permit. These outdoor fenced areas have since been removed with temporary relocation of the fence planned along the southern lot line as part of the Applicant's proposed temporary fleet parking. Gordon Food Services (GFS) is the only remaining tenant and operates as a food distributor in the office space. GFS also has several shipping containers parked on the lot.

CONDITIONAL USE PERMIT REVIEW

The packet includes the Applicant's response to Sec. 62-111, Conditional Use Standards, along with supplemental responses to Staff questions regarding their proposed use. Sec. 62-114 provides that prior to granting of any conditional use, the Plan Commission may stipulate or impose such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the conditional use as deemed necessary to promote the public health, safety, and general welfare of the community and to secure compliance with the



standards and requirements specified in Sec. 62-111.

The property is zoned C-H Commercial Highway. Sec. 62-68(n), Statement of Purpose, C-H, Highway Commercial District, states that this district is “*intended to provide an area for those business and commercial activities which especially have to do with motor vehicles or highway transportation, or which provide goods or services primarily to travelers on a highway, or for which location adjacent to a major thoroughfare or highway is a compelling practical consideration, or for which is especially appropriate for some other reason to be located adjacent to a major thoroughfare or highway.*” In staff’s opinion, the proposed temporary use at this location is consistent with the statement of purpose for the C-H District.

The following are C&ED staff comments related to the Applicant’s responses to Sec. 62-111, Conditional Use Standards.

- Sec. 62-111(a), *That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.* Staff notes that the Applicant’s response to this standard is supplemented with additional detail in the separate response to Staff questions as provided in the packet.
- Sec. 62-111(b), *That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.*
The response to this question just lists the adjacent land uses but does not provide a response as to why the uses, values, and enjoyment of other properties in the neighborhood will not be impaired or diminished by this development. Staff notes that these properties are all within the Beltline Oriented Commercial Subdistrict of the Terminal and Triangle District Plan, are planned for Highway and General Commercial uses in the Village's Comprehensive Plan, and with the exception of the property to the south, are also zoned C-H Commercial Highway. The property to the south is zoned (M-IC), or a more intensive use than Kwik Trip, and used for semi-trailer repair and parking. Gordon's use of the property also already includes fleet vehicle parking. These facts support the Applicant's opinion that the uses, values and enjoyment of other properties in the neighborhood will not be impaired or diminished by this development.
- Sec. 62-111(c), *That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.* Map 5 of the Terminal and Triangle District Plan includes a conceptual site plan for this property and those adjacent properties identified in the Beltline-Oriented Commercial Subdistrict. Map 5 envisioned several new roadways within the subdistrict. One such road would divide the four properties to the south to provide smaller and shallower lots for the purpose of redevelopment into retail and commercial businesses. These properties are currently zoned M-IC Manufacturing Intensive Commercial and planned in the Village's Comprehensive Plan for Highway and General Commercial uses. The northern connection of this conceptual road to Terminal Drive is in the vicinity of the southern driveway and lot line for 4015 Terminal



Drive. It is conceivable that the four properties to the south could be redeveloped without the installation of this roadway, and at present, there are no immediate plans to construct this roadway. The construction of this roadway will likely be considered based on future redevelopment proposals and changes in landownership to the four properties south of 4015 Terminal Drive. Given these factors, the Village Plan Commission conditioned approval of Kwik Trip's new gas station and convenience store on Kwik Trip providing an easement along the southern lot line of 4015 Terminal Drive to the Village for future public road and utility improvements. The recommended size of the easement was 33 feet wide by 400 feet long. This would account for half the right-of-way for the conceptual roadway shown on Map 5 with the remaining half provided along the northern lot line of 4107 Terminal Drive at a future point in time when redevelopment is considered on this property. Although unlikely, in the event the Village desires to construct this future roadway prior to termination of the temporary fleet parking, as part of approval of the temporary conditional use permit, Staff recommends adherence to this same easement. In other words, the Applicant acknowledges and agrees that should the road be built in the next three years, the on-site fleet parking and associated fencing will need to be relocated outside the easement area at Applicant's expense.

- Sec. 62-111(d), *That adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.* No additional staff comments at this time.
- Sec. 62-111(e), *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* No additional staff comments at this time.
- Sec. 62-111(f), *That the conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.* No additional staff comments at this time.
- Sec. 62-111(g), *That the proposed use does not violate floodplain regulations governing the site.* No additional staff comments at this time.
- Sec. 62-111(h), *That the proposed use will not violate any applicable regulation in the McFarland Municipal Code or any other applicable law or regulation.* No additional staff comments at this time.
- Sec. 62-111(i), *That, when applying the standards to any new construction of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objective of the zoning district.* No additional staff comments at this time.
- Sec. 62-111(j)(1), *The maintenance of safe and healthful conditions.* The Applicant's supplemental responses to Staff questions include the consideration of installing four exterior security cameras at each corner of the existing building to provide additional security monitoring of the fleet parking areas. Staff recommends requiring these cameras as a condition of approval.
- Sec. 62-111(j)(2), *The prevention and control of water pollution including sedimentation.* No additional staff comments at this time.
- Sec. 62-111(j)(3), *Existing topographic and drainage features and vegetative cover on*



the site. No additional staff comments at this time.

- Sec. 62-111(j)(4), *The location of the site with respect to floodplains and floodways of rivers and streams.* No additional staff comments at this time.
- Sec. 62-111(j)(5), *The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.* No additional staff comments at this time.
- Sec. 62-111(j)(6), *The location of the site with respect to existing or future access roads.* Refer to staff comments under Sec. 62-111(c).
- Sec. 62-111(j)(7), *The need of the proposed use for a shoreland location.* No additional staff comments at this time.
- Sec. 62-111(j)(8), *Its compatibility with uses on adjacent land.* Same staff comments as addressed under Sec. 62-111(b).
- Sec. 62-111(j)(9), *The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems.* No additional staff comments at this time.

The Plan Commission has previously approved a conditional use permit for Kwik Trip to construct a new gas station and convenience store. Construction of this development is anticipated to occur upon termination of Gordon's use of the property. Their lease, that was passed onto Kwik Trip, will be honored through November of 2024 per the lease contract.

Therefore, Staff recommends that the approval of the temporary conditional use permit be conditioned on the following:

1. Installation of exterior security cameras as shown on the Applicant's supplemental site plan.
2. Conditional Use Permit to terminate at the earlier of either Kwik Trip's occupancy of the new gas station and convenience store previously approved for the property, or December 31, 2024, whichever comes first.
3. Applicant to provide the Village, at no cost, a public road and utility easement along the southern side lot line of approximately 33 feet wide by 400 feet long.

OTHER DEPARTMENT HEAD COMMENTS

Staff reports from the Fire Inspector and Village Engineer are included in the packet. No concerns were identified. The Police Chief has also indicated to the C&ED Director no questions or items of concern regarding this request.

PUBLIC COMMENTS

No public comments were received by the Department prior to publication of the meeting packet.

FINANCIAL/BUDGET IMPACT:

The applicant will be responsible for all costs associated with the development of the property.

The applicant is not seeking any financial assistance from the Village in the development of this property.

VILLAGE PLAN REFERENCE:



The property is located within several Village plans as summarized below.

2004 TID #3 Project Plan. The property is located within the boundaries of Tax Increment Finance District #3. This TID was created as an "Industrial"-type district. The TID was created for the purpose of facilitating reinvestment in the redevelopment of underutilized properties in the TID, including both private development incentives and improvements to public roads and utilities.

2005 Terminal and Triangle District Plan. The Terminal and Triangle District Plan serves as a detailed land use guide for public and private investments for lands within and adjacent to TID #3. The proposed development falls within the Beltline-Oriented Commercial Subdistrict as shown on Map 2 Planned Land Uses. Page seven of the plan describes that *"future land uses will focus on commercial service and some retail uses that serve the traveling public, complement existing and planned businesses in the area, and serve McFarland residents with land uses not appropriate or viable for the downtown for Farwell/Highway 51 commercial areas."* Page 21 further describes that *"future land uses in this area should focus on providing services to employees of the emerging ob center and Beltline travelers, as opposed to retail and services that would be appropriate in interior parts of the Village."* The preferred land uses in this subdistrict give examples reflecting commercial uses to support highway activity. The following examples were provided for the given subdistrict: hotel with retreat/conference center, highway and job-oriented retail, sit-down restaurant, financial institution, health clinic, child care center, offices, gas station/convenience store, contractor shops/services, and other retail uses that do not compete with downtown businesses such as those oriented to home products.

2010 Redevelopment District Plan #1 (TID #3). This plan includes the same areas that are within TID #3 and was created to provide the Village with a vehicle to allow the Community Development Authority to participate in redevelopment projects under the provisions of Wis. Stats. 66.1333 (blight elimination and slum clearance). Map 6 identified the subject property as blighted due in-part to the lack of screening of truck parking and outdoor storage and bad visual images for entry to the community. The plan carries forward the same redevelopment subdistrict planned land uses as identified in the Terminal and Triangle District Plan.

2017 Comprehensive Plan. The Future Land Use Map identifies the site within the Highway and General Commercial future land use category. Figure 4.1 describes the general description of land uses allowed as "a range of retail, commercial service, office, restaurant, lodging, health care, outdoor sales, and institutional uses, with limited outdoor display and storage. Mapped mainly along Highway 51. All uses served by public sanitary sewer and water services." Typical Implementing Zoning Districts includes the current C-H Commercial Highway District. The Comprehensive Plan carries forward the recommendations of the Terminal and Triangle District Plan, including the following General Land Use Policies (page 30, Volume 2):

- Follow the land use recommendations in this Chapter and in more detailed plans for the downtown, Terminal and Triangle Drive area, and east side growth area when making detailed land use decisions, such as annexation, rezoning, subdivision, and utility and road decisions.
- Actively promote infill development and redevelopment where opportunities present



themselves, particularly for underutilized properties along Terminal and Triangle Drive, Highway 51, Farwell Street, and the downtown area.

In Staff's opinion, granting of a conditional use permit for some added on-site fleet parking is consistent with these plans, provided said parking is limited in duration and not a permanent use of the property.

ORDINANCE REFERENCE:

Subdivision II – Conditional Use Standards

Subdivision IV – Vision Clearance, Parking and Loading Facilities, Screening

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is for public hearing and discussion. Action on the temporary Conditional Use Permit request is scheduled for the following meeting on February 21st, 2022.

ATTACHMENTS:

1. 1.18.22 - Kwik Trip - 4015 Terminal Dr- temp CUP
2. 4015 Terminal Drive - Kwik Trip Temporary Parking CUP Submittal_10.26.2021
3. 4015 Terminal Drive-Kwik Trip Temp CUP-FD Ltr_01.04.22
4. 4015 Terminal Drive-Kwik Trip Temp CUP-Village Engineer Ltr_01.09.22
5. Kwik Trip Responses to Staff Follow Up Questions

Please publish in the
McFarland Thistle on
December 30, 2021 and January 6, 2022

**VILLAGE OF MCFARLAND
NOTICE OF PUBLIC HEARING
BEFORE THE PLAN COMMISSION**

NOTICE IS HEREBY GIVEN that there will be a public hearing before the Plan Commission on Tuesday January 18, 2022 at 7:00 p.m. in the Community Room of the Municipal Center, 5915 Milwaukee St., McFarland, Wisconsin, at which time interested parties and citizens shall have an opportunity to be heard concerning the following:

A Temporary Conditional Use Permit (CUP) requested by Kwik Trip, Inc. for temporary parking of up to 13 fleet vehicles, at 4015 Terminal Drive, McFarland, WI. Property zoned C-H Commercial Highway.

Information regarding this request is available for review online at www.mcfarland.wi.us/pendingrequests or at the Village of McFarland Municipal Center lobby, 5915 Milwaukee Street, McFarland, WI 53558 (Monday-Friday, 8:00 a.m. to 4:30 p.m.).

COVID-19 RELATED INFORMATION

Due to the COVID-19 Pandemic, the Village recommends and **URGES** all residents to view the meeting that evening live on the Charter cable channel 982; TDS channel 1009 or online at mcfarlandcablechannel.com and those who wish to participate and provide public comment do so via Zoom (the Village's virtual meeting software). You can join the Zoom Webinar by visiting <https://us02web.zoom.us/j/87679545504> or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 (312) 626-6799 Webinar ID: Webinar ID: 876 7954 5504.

If you cannot attend the meeting, you may submit your written comments to the Plan Commission by email to community.development@mcfarland.wi.us or by mail to Community Development Department, Village of McFarland, P.O. Box 110, McFarland, WI 53558-0110. Submission must be received no later than the Thursday prior to the meeting date.

KWIK TRIP, INC.

2025 Kwik Trip Way, La Crosse, WI 54603
608-791-7426 · gwieser@kwiktrip.com

Andrew Bremer, AICP
Community & Economic Development Director
Village of McFarland
5915 Milwaukee Street
McFarland, WI 53558

Re: Conditional Use Permit
Kwik Trip, Inc. – Gabe Wieser
4015 Terminal Drive Property / Kwik Trip Fleet Parking

Dear Andrew Bremer,

Kwik Trip, Inc. is applying for a conditional use permit to allow for Kwik Trip fleet vehicles to park at 4015 Terminal Drive. There is a possible total of (4) perishable trailers and tractor units and (9) petroleum tankers and tractor units that will be using this lot for parking between routes. We have also sent in a separate building permit to relocate the existing chain link fence to along the south property line to ensure a safe and efficient flow of traffic and parking. The proposed permit would be utilized up until the construction of the new Kwik Trip c-store, which the construction dates are currently under review.

A-Budget Warehouses, Inc. is the current owner of this lot, however they have given us permission to move forward with relocating the fence and allowing Kwik Trip fleet vehicles to utilize this lot.

Please see the following documents.

- Conditional Use Permit Application
- Plan Commission Application
- Site and Design Plan Check List
- Fleet vehicle parking layout
- Lot fence layout

Thank you for reviewing our applications.

Sincerely,

Gabe Wieser
Kwik Trip, Inc.

**Village of McFarland
Community & Economic Development Department**

Plan Commission Application – 2021

~Application must be completed in full~

Applicant - Owner	Kwik Trip, Inc,	Applicant's Agent	Snyder & Associates
		Name	Scott Anderson, P.E.
Address	2025 Kwik Trip Way Le Crosse, WI 54603	Address	5010 Voges Road
Email	gwieser@KwikTrip.com	Email	sandeson@snyder-associates.com
Phone #	608-791-7426	Phone #	608-838-0444 x238
Fax #		Fax #	608-838-0445

Parcel No(s). 071027385005 **Type of Proposal – Please check boxes below that apply**

Requires Public Hearing (Class One)	FEES	Requires Public Hearing (Class Two)	FEES	Public Hearing Not required	FEES
☐ Preliminary Plat	\$500+AF	☒ Conditional Use	\$370+F	☐ Annexation	At cost
☐ Preliminary Plat (reapplication)	\$500+BF	☐ Rezoning (map)	\$405+	☐ Dev. Agreement Including Addendums	\$400 F
☐ Certified Survey Map	\$300+FG	☐ Zoning Amendment (text)	\$405 +F	☐ Final Plat	\$500 +CF
☐ Condominium	\$300+EF	☐ USA/MMSD Annexation	At cost	☐ Final Plat (reapplication)	\$400 +DF
☐ Comprehensive Plan Amendment	\$500+F			☐ Site/Design Review	\$400 + F

+ = Plus publication and notification charges

A = Plus \$50.00 per lot

B = Any preliminary plat which has previously been reviewed/revised within the last 36 months

C = Plus \$50.00 for each lot within the final plat

D = Any final plat which has been previously reviewed or/ revised within the last 36 months

E = Plus \$40.00 for each unit shown

F = Plus actual legal, engineering and financial consulting costs incurred by the Village

G = Plus \$25.00 per lot for two or more lots.

Escrow Deposits
(covers costs for outside consultants;
e.g., engineers, attorneys, etc.)

☐ R-E, R-3 & PD (up to 50 acres)	\$5,000
☐ R-E, R-3 & PD (greater than 50 acres)	\$10,000
☐ Site/Design Review (less than 2,000 sq. ft.)	\$1,000
☒ Site/Design Review (2,000 sq. ft. or more)	\$2,000
☐ All Plats including condominiums	\$5,000

Nature of the development proposal: Must provide address of proposed development, legal description, current zoning and description of proposal/request. (Attach additional paper if needed)

4015 Terminal Drive - See attachments for other information

Has this specific proposal been previously discussed or acted upon by the Plan Commission?

☐ YES ☒ NO (If "yes" state the nature and the date(s) of the previous application.)

PLEASE READ AND SIGN AT THE BOTTOM ON THE REVERSE SIDE

Village of McFarland Plan Commission 2021 Schedule

Page 60 of 76

VILLAGE OF **McFarland** *Community & Economic Development*

Applicant - Owner	Kwik Trip, Inc.	Applicant's Agent	Snyder & Associates, Scott Anderson, P.E.
Address	2025 Kwik Trip Way La Crosse, WI 54603	Address	5010 Voges Road Madison, WI 53718
Email	gwreser@kwiktrip.com	Email	sanderson@snyder-associates.com
Phone #	608-791-7426	Phone #	608-838-0444 x238
Fax #		Fax #	
Project Site Address	4015 Terminal Drive	Parcel No.	071027385005

Conditional Uses

The McFarland zoning code identifies land uses, which are not permitted, permitted, and permitted upon approval of a conditional use permit. Conditional uses are land uses not permitted outright but may be allowed if certain standards and conditions are met and Plan Commission grants approval.

All submitted Plan Commission applications which encompasses a request for a Conditional Use Permit (CUP) must include "substantial evidence", which identifies specifically how the proposed conditional use meets each of the standards listed below. Substantial evidence is defined as facts and information other than merely personal preferences or speculation directly pertaining to the requirements and conditions the applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

Written responses such as "see plans" are not acceptable. The applicant must identify what specific portion of the project or plans supports the contention that a standard will be met by including for example a detailed description of compliance with any applicable regulations regarding light, dust, particulate emissions, noise, frequency, vibration, traffic, nuisances, odors, visibility, health, safety welfare and the environment. All written responses to CUP standards must be submitted as part of your Plan Commission Application.

Sec. 62-111, Conditional Use Standards

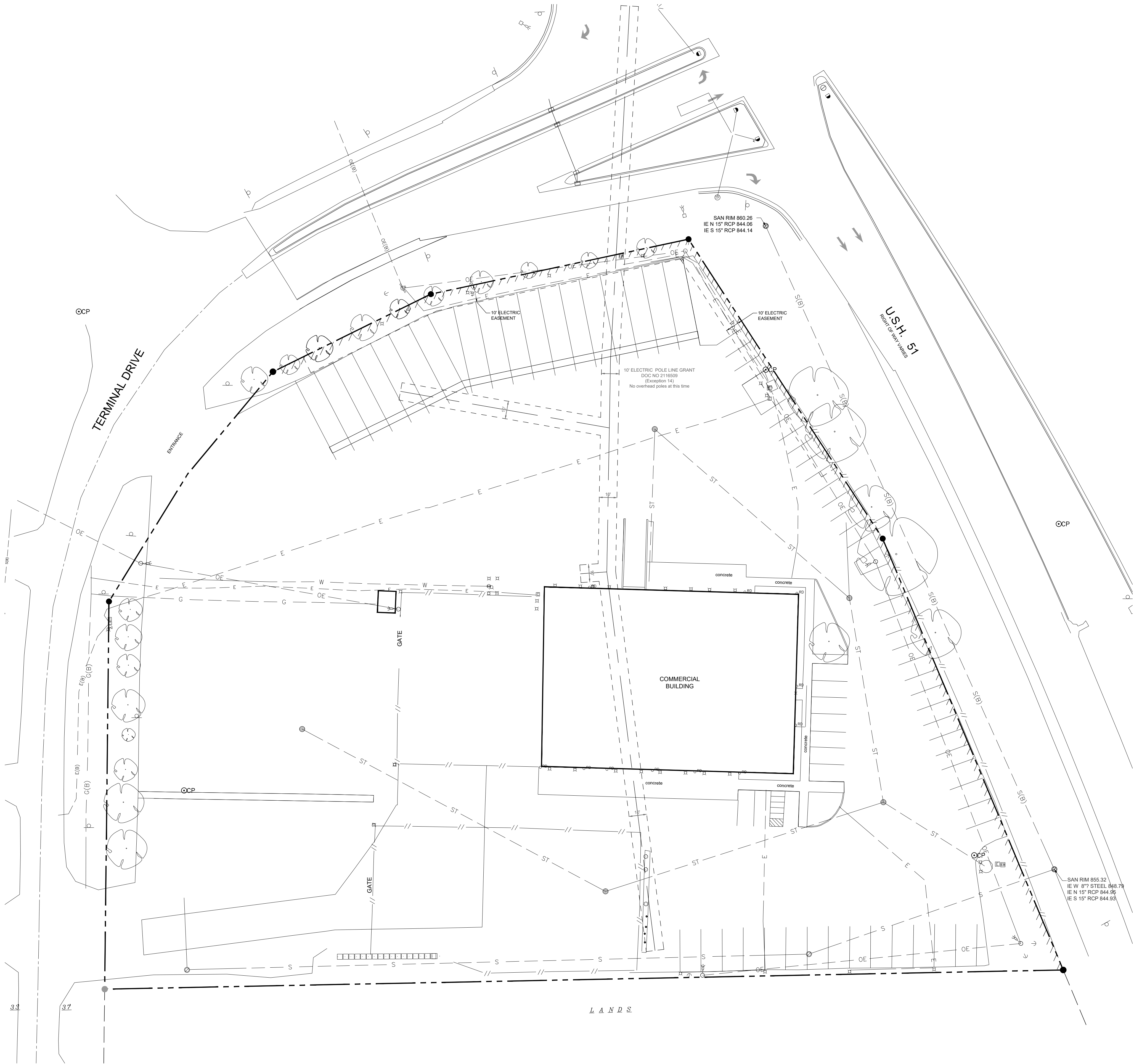
- a. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- b. The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with the use of adjacent land.
- c. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

- d. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.
- e. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- f. The conditional use shall, except for yard requirements, conform to all applicable regulations of the district in which it is located.
- g. The proposed use does not violate floodplain regulations governing the site.
- h. That the proposed use will not violate any applicable regulation in the McFarland Municipal Code or any other applicable law or regulation.
- i. That, when applying the standards to any new consecution of a building or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objectives of the zoning district.
- j. In its review, the Plan Commission shall also evaluate the effect of the proposed conditional use upon the following items listed below. Identify how your project will impact and/or address each of these items.
 - 1. The maintenance of safe and healthful conditions.
 - 2. The prevention and control of water pollution including sedimentation.
 - 3. Existing topographic and drainage features and vegetative cover on the site.
 - 4. The location of the site with respect to floodplains and floodways of rivers and streams.
 - 5. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
 - 6. The location of the site with respect to existing or future access roads.
 - 7. The need of the proposed use for a shoreland location. (if applicable)
 - 8. Its compatibility with uses on adjacent land.
 - 9. The amount of liquid wastes to be generated and the adequacy of the proposed disposal systems.

Answers to Section 62-111 A thru J

- A** – Parking Kwik Trip fleet vehicles will not be detrimental or endanger the public health, safety, morals, comfort or general welfare. This site is currently being used to park fleet vehicles and other locations off Terminal Dr. also have tankers parked. Kwik Trips abides by all public health and safety codes in parking petroleum tankers and perishable trailers and tractors.
- B** – The use, values, and enjoyment of other properties in the neighborhood will not be impaired or diminished by this additional parking of fleet vehicles – petroleum tankers, perishable trailers, and tractors. The adjacent lot to the north is a vacant lot and portions of the highway 51 and Terminal Drive intersection. Land to the east is the highway 51 right of way. Land to the south is Midwest Trailer Sales, an existing business. To the west across Terminal Drive is Line-X, an existing business, one single family home, a Ministry, and a Citgo, an existing gas station.
- C** – The additional parking on this parcel will have no effect or impede the normal and orderly development of the surrounding parcels. The parcel is surrounded by public road right of way to the west, north and east. The only adjacent parcel is located directly to the south. The parking of the fleet vehicles will not impede any future development of the property to the south.
- D** – The parcel has underground gas, electric, sanitary sewer, and water provided to the site. Given the existing site is bound by public road right of way on three sides, no access roads will be required for the additional tractor traffic. Positive drainage has been provided by the grading plan of the site.
- E** – The existing driveway locations will be used for entering and exiting this site. Adequate mapped out parking will minimize traffic congestion in all public streets.
- F** – This site is located within the Beltline Oriented Commercial Subdistrict. The existing chain link fence with privacy slats will be removed and relocated along the south property line. The parking of the Kwik Trip fleet vehicles will be parked on the existing paving and not affect any of the existing landscaping.
- G** – The subject property is not located in a floodplain, so floodplain regulations are not applicable.
- H** – The proposed Kwik Trip fleet parking will occupy this lot as it's used today by Gordon Foods.
- I** – The parking of the Kwik Trip fleet vehicles will not affect the building. This lot will be used as it is today with the addition of the fence being relocated to the south property line to define the property line. This will ensure adequate and organized parking on this site.
- J** – See Answers Below
1. For the maintenance of safe and healthful conditions: Kwik Trip is committed to the safety of our customers, employees and the traveling public. The parking of the Kwik Trip fleet vehicles will be parked in an organized fashion. This will be achieved by utilizing a parking map and the fence that is proposed along the south property line.

2. The existing lot condition (paving and landscaping) will not be changed from it's current status to ensure a safe and organized parking layout for the Kwik Trip fleet vehicles. The proposed fence along the south property line will ensure a dividing line to ensure adequate parking is allowed.
3. The existing site is 92.6% impervious. The pervious areas are small strips of grass with some trees along the north, east, and west sides of the property. Topographic features of the existing site are flat with drainage provided by a series of storm sewer inlets. These inlets feed to a storm water pump station that pumps the water to the Highway 51 right of way. No landscaping or paving will be affected with the parking of the fleet vehicles.
4. The site had an Alta survey performed. This Alta survey confirmed that the site was not within the floodplain.
5. There will be no erosion potential as this site will not be disturbed to allow for fleet parking.
6. The site is at the intersection of Terminal Drive and STH 51. Because of that location, no future access roads are anticipated for this area.
7. Given the land locked location of the existing parcel, there would be no use for a shoreland application.
8. The proposed fleet parking is compatible with the adjacent land uses. The adjacent land uses include: to the north is a vacant lot and portions of the highway 51 and Terminal Drive intersection. Land to the east is the highway 51 right of way. Land to the south is Midwest Trailer Sales, an existing business that parks fleet vehicles and other equipment. To the west across Terminal Drive is Line-X, an existing business, one single family home, a Ministry, and a Citgo. These land uses are compatible with the use of this lot for parking fleet vehicles.
9. There will be no liquid waste being generated as this lot will be used for parking fleet vehicles, as it's currently being used today by Gordon Foods.



PLAN NOTES:

CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING WORK ON SITE

CONTRACTOR SHALL CALL FOR UTILITY LOCATIONS PRIOR TO COMMENCING WORK ON SITE

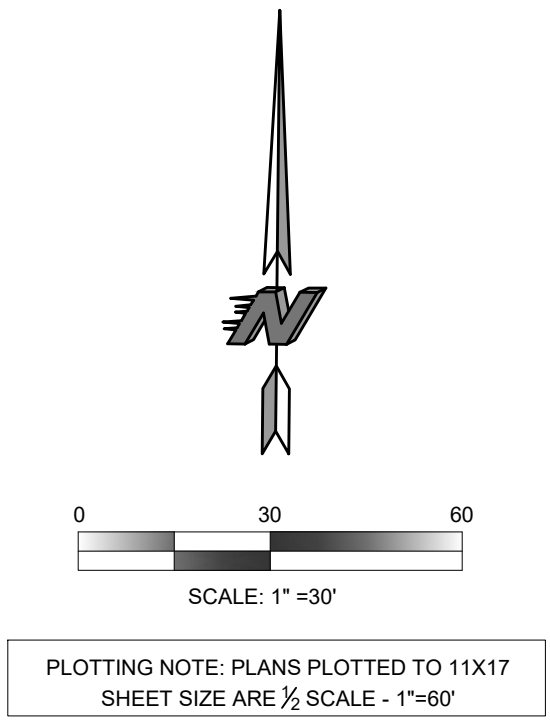
EXISTING SITE CONDITIONS BASED ON SURVEY BY:
SNYDER & ASSOCIATES
SURVEYOR: ERIC LINDAAS
PHONE: 608-838-0444
DATED: JULY 10, 2020

CONTRACTOR SHALL PROVIDE ALL NECESSARY EROSION CONTROL MEASURES PER TOWN, CITY, COUNTY AND STATE SPECIFICATIONS. ALL MEASURES ARE TO BE IN PLACE PRIOR TO COMMENCING WORK ON SITE. ALL MEASURES SHALL BE MAINTAINED UNTIL SITE SOILS ARE STABILIZED. SEE SHEET SWP1- SWP4 FOR MORE INFORMATION

CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS FOR DEMOLITION AND CONSTRUCTION PRIOR TO COMMENCING ANY WORK ON SITE.

ALL DAMAGED ASPHALT ON BROADWAY DRIVE SHALL BE PATCHED TO THE CENTERLINE OF THE ROAD WITH A MINIMUM 10' WIDTH.

ALL EROSION CONTROL DEVICES SHALL BE INSTALLED PRIOR TO DEMOLITION ACTIVITIES. SEE SHEET SWP 1.0 FOR LOCATIONS OF EROSION CONTROL MEASURES.





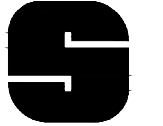
TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE

WIS. STATUTE 182.0175 (1974)
REQUIRES MIN. OF 3 WORK DAYS
NOTICE BEFORE YOU EXCAVATE



KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960



SNYDER & ASSOCIATES
5010 VOGES ROAD
MADISON, WISCONSIN 53718
608-838-0444

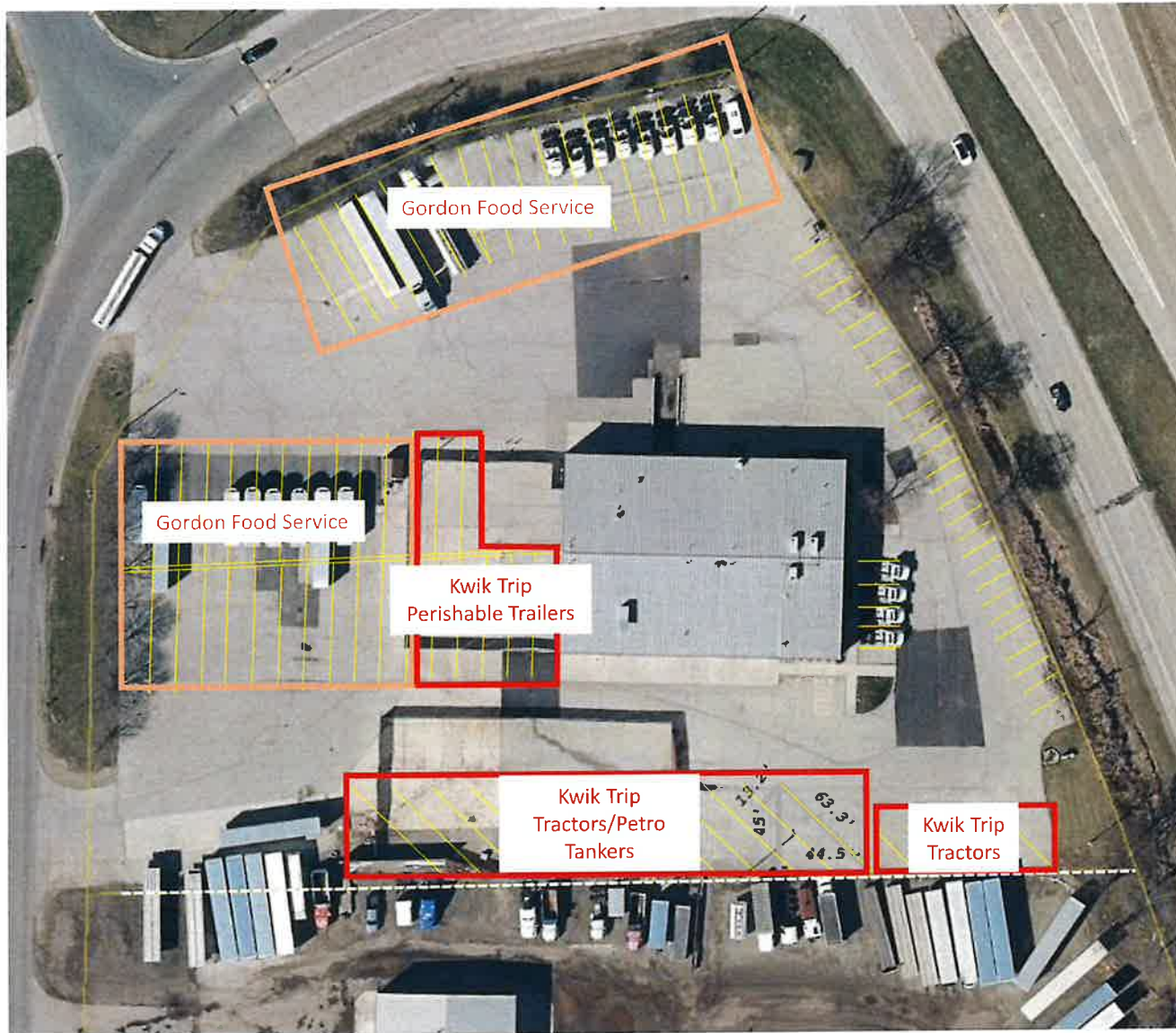
EXISTING SITE PLAN

CONVENIENCE STORE #1210
WITH Gen 3, 3-LANE DIESEL

4015 TERMINAL DRIVE
McFARLAND, WI 53558

#	DATE	DESCRIPTION

DRAWN BY	S. ANDERSON / M. WAHL
SCALE	NOTED
PROJ. NO.	121.0883.30
DATE	OCTOBER 4, 2021
SHEET	DM 1.0







McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110

(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

January 4, 2022

Andrew Bremer, AICP
Community & Economic Development Director
5915 Milwaukee St.
McFarland, WI 53558

RE: 4015 Terminal Drive - Kwik Trip Temporary CUP

Dear Andrew,

The McFarland Fire & Rescue Department does not observe any conflicts regarding fire department access or the IFC-2015, Appendix D with the proposed fleet vehicle parking at 4015 Terminal Drive within the Village of McFarland.

If you have any questions regarding the above, please contact me via phone at 608-838-3278 or via email at mitchell.sutter@mcfarland.wi.us

Sincerely,

Mitchell Sutter
Fire Inspector/Public Education Specialist

Cc: Chris Dennis, Fire & EMS Chief (McFarland Fire & Rescue Department)

January 9, 2022

Mr. Andrew Bremer, AICP
Community & Economic Development Director
Village of McFarland
5915 Milwaukee Street
P.O. Box 110
McFarland, WI 53558

Subject: 4015 Terminal Drive / Kwik Trip Conditional Use Parking Review

Dear Andrew:

We have received the proposed Conditional Use application materials for a proposed plan to utilize the property at 4015 Terminal Drive for staging trucks until a convenience store is built in the near future.

We have no concerns related to streets or utilities with this proposed conditional use

Please feel free to contact us with any questions or comments regarding this review.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.



Brian R. Berquist, P.E.
President

cc: Mr. Jim Hessling, Director of Public Works, Village of McFarland (*via email*)

BRB:brb

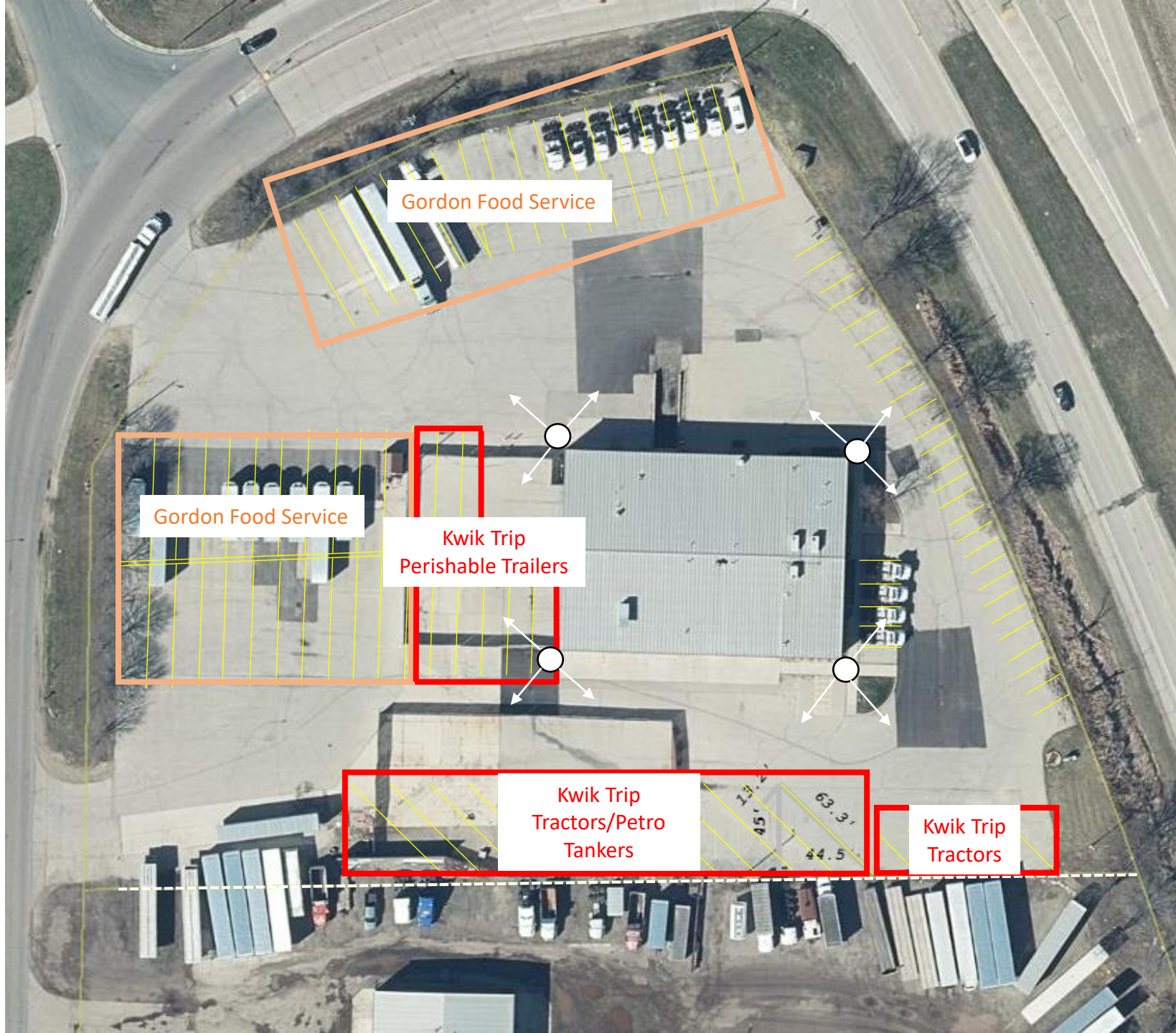
J:\JOB#S\McFarland\MC-190-M6 4015 Terminal Drive - Kwik Trip\Admin\Review Letter 2.docx

Kwik Trip, Temporary Parking Conditional Use Permit Request
4015 Terminal Drive
Kwik Trip Responses to Staff Follow Up Questions

1. Your request is for a possible total of 4 perishable trailers and tractor units and 9 petroleum tankers. Can you elaborate on how you arrived at this maximum total and each subtotal?
 - (KT) We came to a total of (4) perishable units and (9) petroleum units by looking at our current fleet count and potential future fleet growth in this area. This isn't a hard count; however more so how many could be using this lot during the temporary conditional use permit.
2. Will there always be 13 or do you anticipate on average less but this is the maximum need?
 - (KT) The total of (13) fleet units is a safe fleet count looking at our current fleet in the area and potential future growth. Although there's a potential for (13) different fleet units utilizing this lot, they will rarely be parked there at one time.
3. Your marked up site plan shows more than 13 parking stalls. Are you intending to park more than 13 vehicles, or is this more conceptual to show where each type of trailer is allowed to park?
 - (KT) This parking layout doesn't represent how many total fleet units will be parked there, however, more so to understand the lot layout and what areas would allow for coupled unit parking versus single tractor parking. This layout also helps us understand Gordon Food's parking needs in conjunction with Kwik Trip's.
4. Any significance to why each area is designated in the location shown on the site plan?
 - (KT) The parking layout was decided based off unit sizes, Gordon Food's needs and how the lot lays out for traffic flow. The south property line allowed enough space for coupled tractor/tankers to be parked at an angle, as well as single perishable tractors. The center of the parking lot was ideal for our perishable fleet as we may be dropping pup trailers in this lot. This would allow our driver to drop a trailer and drive straight away without having to back up two pup trailers.
5. Will you be stripping the parking lot for the Kwik Trip vehicles?
 - (KT) We would be striping the parking lot when the weather allows. This will ensure adequate and organized parking as well as traffic flow.
6. When these trailers, tractors, and tankers are parked on-site are they only parked when empty?
 - (KT) When the perishable trailers are on site, they would either be completely empty or full of perishable product. In either fashion they would only be sitting at this lot for less than an hour before departing again. When the petroleum tankers are on site, they would always be empty. These units are never parked loaded – they're always emptied when parked between shifts.

7. Please confirm that the site would not be used for overnight parking for drivers (i.e. as a truck stop), long-periods of idling vehicles, etc.?
- (KT) This site would not be used for overnight parking like a truck stop. The fleet vehicles and trailer/tankers will often be in route and not parked on site. The perishable routes are normally starting and ending at 2pm and 2am and the petroleum routes are starting and ending between 3pm and 4pm. The potential times that more than 3-4 units would be parked there would be between shifts or if a driver has time off.
8. What will be the typical length of time the trailers, tractors, and tankers are parked on-site? Or how frequently are they moved in and out of the property. Generally speaking...daily, weekly, etc.
- (KT) The fleet tractor/trailer/tankers would normal only sit parked for no more than an hour. This hour would fall in between shifts. The other times that a unit is sitting longer than that is if a driver is on vacation. These units would be moved on and off this lot twice a day – roughly every 12 hours.
9. Are there exterior security cameras on the property that monitor the parking areas?
- (KT) There are currently no cameras on site, however Kwik Trip is considering installing some facing the parking areas.
10. Under #A of your CUP responses you noted... “Kwik Trip abides by all public health and safety codes in parking petroleum tankers and perishable trailers and tractors”. What public health and safety codes are you referring to?
- (KT) Kwik Trip has a homeland security plan and safety policies and procedures in place.
 - Spill response plan (notification procedure, initial response procedure, spill cleanup procedure, incident documentation)
 - Safety Policies (no smoking within 25 feet, good housekeeping of site and equipment, reporting safety items, driver’s direct attendance during all processes)
 - Homeland security plan (personal security, unauthorized access, en-route security)
 - Trained supervisors and drivers to safely operate the equipment, report damage, spills, and suspicious activities, and execute security inspections
11. Under #F of your CUP response you noted the existing fence will be relocated along the south property line. I know you already obtained the building/fence permit. I see that the fence was removed but not reestablished along the south lot line. Do you still intend to reinstall the fence? Curious why the delay?
- (KT) Kwik Trip did receive a building permit to relocate the existing fence. The fence was removed; our fence contractor was going to reinstall this fence along the south property line based off the survey that was completed by Kwik Trip/Snyder Associates, however the neighboring property to the south believes the property line is two to three feet further to the north. They have yet to provided us evidence to confirm their beliefs. We were then unable to complete the fence install when scheduled due to the ground freezing.

○ Camera



Memorandum

To: McFarland Plan Commission
From: Karen Knoll, Property Maintenance Officer
Date: January 12, 2022

Re: December Property Maintenance Report

Date	Address	Owner	Complaint Type	Complaint Comments	Status
12.2.21	6104 Overlook Drive	Flesch/Roahen	Other Property Maintenance	blowing leaves into street & gutter	Monitoring
12.7.21	5205 Church Street	Markgraf	Other Property Maintenance	failing pool - fence falling down	Letter Sent
12.8.21	5214 Ridge Road	Ring	Other Property Maintenance	trailer on lawn	Resolved
12.8.21	5315 North Pass	McGraw	Other Property Maintenance	trailer on lawn	Resolved
12.9.21	5709 US Hwy 51	Pick - N - Save	Other Property Maintenance	litter, cig butts, masks, etc in pl	Monitoring
12.9.21	6105 Woods Crossing	Johnson	Work w/o Permit	dw addition	Resolved
12.20.21	5315 N. Cook Street	Noriega	Vehicle Improperly Parked	2 auto on lawn, 1 non-running	Letter Sent
12.22.21	5525 Leanne Lane	Frank	Work w/o Permit	residing no permit	Resolved
12.22.21	5302 Golden Grove Circle		Work w/o Permit	residing no permit	Resolved
12.22.21	5219 Church Street	Hazimze	Excessive Vehicles	5 vehicles on lot, unlicensed, debris	Ticket Issued
12.27.21	5306 Rustling Oak	Corey	Other Property Maintenance	trees/brush @ curb	Monitoring
12.28.21	Marsh Road/ Cedar Glade	Spaulding Group	Snow Removal	sidewalks not shoveled	Resolved
12.29.21	6104 Overlook Drive	Flesch/Roahen	Snow Removal	blowing snow into street	Monitoring
12.29.21	5002 Farwell Street	5002 Farwell St LLC	Snow Removal	sidewalks not shoveled	Resolved
12.29.21	4916 Burma Road	Spartan Apartments LLC	Snow Removal	sidewalks not shoveled	Resolved
12.29.21	5219 Church Street	Hazimze	Excessive Vehicles	6 auto on lot, debris, unlicensed auto	Ticket Issued
12.29.21	4915 Farwell Street	McFarland School Dist.	Snow Removal	sidewalks not shoveled	Resolved
12.29.21	5702 Milwaukee Street	Leeder	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	5817 Milwaukee Street	Village of McFarland	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	5945 Osborne Drive	Village of McFarland	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	5408 Broadhead	Griffin	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	5785 Lexington Street	McKittrick	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4910 Burma Road	Leeder	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4912 Burma Road	Kneip	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4914 Burma Road	Moroney	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4711 Farwell Street	Lucky Strikes McFarland LLC	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	5890 Lexington Street	Moderson	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4805 Dale Street	Curtin	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	5619 Alben Avenue	Hund, Wexler	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4911 Farwell Street	Murray	Snow Removal	sidewalks not shoveled	Resolved
12.30.21	4808 Dale Street	Fortune Investments LLC	Snow Removal	sidewalks & drive not shoveled	Monitoring

Memorandum

To: McFarland Plan Commission

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: January 13, 2021

Re: **December 2021, Community & Economic Development Department Highlights**

The following is a summary of new construction activity for the month and YTD, including permit numbers and associated revenues.

YTD New Construction Building Permits

	2020	6-Year	4-Year	2-Year	2021
Building Permits (new construction)	Actual	Average	Average	Average	Actual YTD
SF (Total Units)	50	52	62	58	18
Duplex (Total Units)	2	10	14	8	0
MF (Total Units)	100	34	42	64	104
Total Res. Units	152	96	117	130	122
Commercial	2	3	3	2	0

47 total building permits issued in the month with three new single family housing permits issued for Rosewood Fields. 2021 started with 17 vacant SF lots in the active east-side subdivisions (excluding Rosewood Fields), there are 7 remaining (5 in Ridge View along Holscher Drive and 2 in Park View Estates). All single family lots in the Juniper Ridge and Prairie Place subdivision are now buildout.

YTD Department Revenues

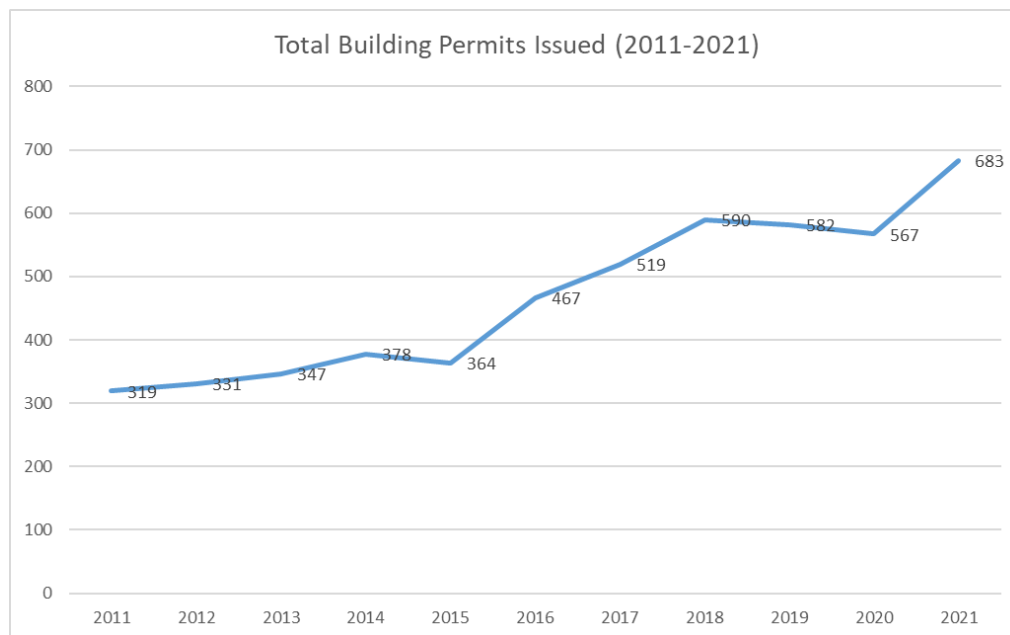
		2020	6-Year	4-Year	2-Year	2021	2021	YTD % of
Account		Actual	Average	Average	Average	Budget	Actual YTD	Budget
44300-101	Building Permit	\$ 107,880	\$ 86,912	\$ 108,271	\$ 107,597	\$ 100,000	\$ 83,031	83%
44300-102	HVAC Permit	\$ 35,771	\$ 31,876	\$ 39,038	\$ 33,402	\$ 42,500	\$ 22,960	54%
44300-103	Plumbing Permit	\$ 34,745	\$ 33,641	\$ 40,767	\$ 36,058	\$ 42,500	\$ 26,399	62%
44300-104	Electrical Permit	\$ 50,335	\$ 42,755	\$ 52,062	\$ 48,718	\$ 48,000	\$ 34,549	72%
44300-105	Sprinkler Fee	\$ 6,210	\$ 3,197	\$ 4,776	\$ 4,466	\$ 7,750	\$ 8,870	114%
44300-106	Fire Alarm Inspection Fee	\$ 2,465	\$ 2,485	\$ 3,728	\$ 3,490	\$ 5,000	\$ 1,790	36%
44300-108	CD Occupancy Inspection Fee	\$ 9,535	\$ 8,148	\$ 9,496	\$ 8,993	\$ 9,000	\$ 6,645	74%
44900-000	Misc. CD Permit Fees (fence, sig	\$ 136,217	\$ 125,238	\$ 156,972	\$ 120,464	\$ 75,000	\$ 61,653	82%
46800-000	Community Development Fees (	\$ 22,556	\$ 11,887	\$ 12,530	\$ 16,166	\$ 12,500	\$ 10,840	87%
47210-000	City - Building Inspection	\$ -	\$ 18,696	\$ 10,159	\$ -	\$ -	\$ -	0%
	Total Revenue	\$ 405,713	\$ 364,834	\$ 437,798	\$ 379,353	\$ 342,250	\$ 256,737	75.0%

* As of 12/31, 100% through calendar year

Total C&ED deposits for the month were \$19,600.55.

Additional Year in Review Summary

A total of 683 building permits were issued in 2021. This represents a ten-year high and a 20% increase from the previous three years.



Summary of Department Activities:

- Revisions to Ordinance 2021-11 regarding updates to vision triangle regulations.
- Economic development planning and development meetings for various properties in TID #3, 4, & 5.
- Village Board action on prior month C&ED related applications/projects:
 - 4902 Terminal Drive. Approval of Real Estate Acquisition & Development Agreement for Waubesa Village Phase 4.
- Status update of larger development projects previously approved:
 - 5411 Bashford (Dan Chin Homes). Staff prepared and submitted a WEDC Community Development Investment Grant Application of \$250K for 5411 Bashford mixed-use development. Additional funding was sought by the developer to offset rising construction costs since last summer. WEDC rejected the funding request. Developer is proceeding with the project and sale of the property to occur by the end of January.
 - 4900 Larson Beach Road (Taylor Pointe Apt). Exterior siding, pervious pavement parking lot, sidewalks, and landscaping completed. Working on interior finishes.
 - Rosewood Fields (Veridian, CTH AB). Construction of site utilities, roads and sidewalks complete. Connection to CTH AB and trail completed. Department has received three building permits to date.
 - Northpointe Development (Holscher & Broadhead). Site grading and foundation work commenced on three story apartment building.
- Public Meetings, Webinars & Conferences attended by Department Director:
 - December 1st, CDA meeting
 - December 13th, Committee of Whole meeting
 - December 13th, Village Board meeting
 - December 16th, MadREP webinar: [EDA Funding Opportunities for Local Governments](#)
 - December 20th, Plan Commission meeting

Look ahead to potential February 2nd CDA Agenda Items:

- Continued review of Village TIF Development Incentives Policy Manual & Application

Look ahead to potential February 21st PC Agenda Items:

- 4800 Ivywood Trail, Underdog Pet Rescue. Public hearing on a conditional use permit from Underdog Pet Rescue for a veterinary clinic, dog boarding, dog daycare and dog training business.
- 4306 Terminal Drive, US Oil. Action on an amendment to an existing conditional use permit, and site design permit, to add additional rail spur extension.
- 4015 Terminal Drive, Kwik Trip. Action on a temporary conditional use permit to allow Kwik Trip fleet vehicles to park on the site up until construction of the new Kwik Trip convenience store is built.
- 4802 March Road, Village of McFarland. Action on a site design permit from the Village of McFarland to construct eight pickleball courts at McFarland Park.
- East Side Neighborhood Growth Area Plan Update. Recommendation to Village Board on preferred consultant.