

MEMO

TO: Ryan Bailey, Village Manager

FROM: Ryan Amtmann, Village Engineer

DATE: September 12, 2023

SUBJECT: Kwik Trip Development

BASIC INFORMATION	
Project Name	Kwik Trip
Applicant Name	Jeff Osgood/Troy Mleziva
Consulting Planner and/or Engineer	REI Engineering
Existing Zoning	Q-1 Quarry/Extractive
Requested Zoning	B-2
Address/Abbreviated Legal	Tax Key HAV 0730950
Comprehensive Land Map Designation	Utility

ADJACENT LAND USE/ZONING MATRIX		
<i>Direction</i>	<i>Land Use</i>	<i>Zoning</i>
North	Single-Family Residential Med Density (City of Delafield)	City of Delafield
South	Quarry	Q-1
East	Current Quarry/Pending Single-Family Residential Med Density	Current Q-1/Pending RS-5
West	STH 83	N/A

Background

Kwik Trip purchased a 5.38-acre piece of land from the Wisconsin Department of Transportation during 2022. Kwik Trip presented a concept plan to the Plan Commission (11/21/2022) and Village Board (12/12/2022) for a 12,000 square foot store, car wash and fueling canopies. The Plan Commission and Village Board both moved forward with the concept plan. Kwik Trip has been working over the last 8 months on the design of their site plans. Kwik trip has been coordinating with Three Leaf Development group and prepared a joint TIA that accounts for both the Kwik Trip and Quarry Redevelopment projects. More recently, the Kwik Trip and Quarry development teams facilitated a joint meeting with Village staff to discuss W. Capitol Drive roadway upgrades. Kwik Trip has submitted updated site plans for PC/Arch Board review on September 18, 2023.

The existing site is zoned Q-1, is 5.38 acres in size and currently is a vacant lot. This site is characterized as a new development.

Submitted Materials

Development group has submitted the following information:

1. Application for Plan Commission – dated 8/28/2023.
2. Architectural Board Application – dated 8/28/2023.
3. Petition for Land Division (CSM) – dated 8/28/2023.
4. Petition for Rezoning – dated 8/28/2023.
5. Petition for Conditional Use – dated 8/28/2023.
6. Cover Letter – Project Description & Narrative - dated 8/28/2023.
7. Preliminary CSM (4 pages), prepared by RA Smith – dated 11/29/2022.
8. Civil Plans (29 pages), prepared by REI – dated 8/17/2023.
9. Stormwater Management Plan (114 pages), prepared by REI – dated 8/18/2023.
10. Sign Plan (12 pages) – dated 8/30/23.
11. Landscape and Lighting (see Civil Plans)

Village Staff Comment

Village staff has met to review the applicant's submittal. The following are Village staffs' initial comments:

- Has Phase 1, 2 Environmental Review been completed? Provide copy to Village.
- Site plan indicates a lot area of 234,283 sq ft = 5.378 acres.
- Proposed impervious surface area of 105,272 sq ft = 44.93% of lot area.

B-2 Zoning

- 46-444(3) allows gasoline service stations as a conditional use in the B-1 District.
- 46-469(1) allows all B-1 conditional uses in the B-2 – as a conditional use.
- Minimum lot area is 20,000 sq ft within a minimum 5-acre B-2 district. OK
- Minimum lot width is 100ft. OK
- Maximum allowable building height is 45 feet. The proposed height is 20 feet. OK
- Maximum allowable FAR (floor area ratio) is 30%.
 - The total roofed area must be less than 70,284 sq ft. Appears to comply.
- Minimum setbacks: 30' ROW, 25'Rear, 10' Each Side. Building OK.
 - Fuel canopies must comply with minimum setbacks. Canopies OK.

Pylon Sign per 46-980(5):

- Maximum Height is 20 feet above grade.
 - Ground grade at proposed sign is elevation 997.
 - Maximum allowable height to top of sign is $997 + 20' =$ elevation 1017.
 - Proposed top of 30-foot-tall sign is $997 + 30' =$ elevation 1027.
- Maximum size is 35 sq ft. 135.9 sq ft proposed.
- Sign must be located at least 15 feet from any ROW. Proposed is 21 feet. OK.
- *Village sign code doesn't support proposed Kwik Trip pylon signage. Project and site are unique and might be better as a Planned Unit Development.*

Requires the following Village approvals:

- Architectural Review Board
- Plan Commission -Site and building plan review.
- CSM
- Rezone (to B-2)
- CUP
- PUD – if pylon sign of greater height of 20 feet or area of 35 sq ft is requested
- Future Land Use Amendment – from Utility to Commercial
- Village Erosion Control permit
- Village Storm Water permit
- Village Right-of-Way permit
- Village Building permit

W. Capitol Drive Roadway Improvements:

Three Leaf Development and Kwik Trip facilitated a call on Sept. 5, 2023, with Village staff to discuss the requirements for coordinated improvements on W. Capitol Drive. The author of the TIA was present on the call. The TIA was an abbreviated TIA which incorporate existing traffic patterns and volumes and added on top of that the addition of Kwik Trip and a 400-unit multi-family development in the Quarry. The actual proposed quarry development will have 267 units, so the TIA is conservative. The TIA does not include the addition of future growth.

The TIA warrant analysis for a left-turn lane into the south driveway for Kwik Trip shows a left-turn lane is not warranted. However, the TIA author stated that, “it is always safer, better and helpful” with the addition of a left turn lane. Village staff recommend that the addition of a left-turn lane into the Kwik Trip southerly driveway be installed.

The following is the scope of W. Capitol Drive improvements that Village staff have provided to Three Leaf Development and Kwik Trip:

- Would be best to have one engineering firm handle the design of updates to W. Capitol Drive and to coordinate between Kwik Trip and Three Leaf. Three Leaf will facilitate the design/improvements in coordination with Kwik Trip.
- 30-inch curb and gutter for both east and west side from Vettleson to Palmer.
- Right turn lane into Kwik Trip north entrance. This driveway shall be open to cars and trucks in and restricted to cars out. Grading is needed to establish a vision triangle.
- Left turn lane into Kwik Trip at south entrance in northbound direction. The southerly driveway shall be open to cars and trucks.
- Sidewalk on Quarry side from Vettleson to Palmer.
- Sidewalk on Kwik Trip side from Vettleson to south driveway.
- Cross walk with ADA compliant curb ramps at Vettleson on the north side of the intersection.
- Cross walk with ADA compliant curb ramps at Palmer on the south side of the intersection. Connect to the Kwik Trip internal sidewalk.
- Village desires push button actuated cross walk signs at both cross walks. (solar only or solar and electric?? TBD)

- Three street light poles desired: east side of W. Capitol at Vettleson and Palmer cross walks; west side of W. Capitol at Kwik Trip south entrance.
- Storm sewer main and inlets needed at proper spacing for 10-year storm event.
- Review layout for left turn lane into Kwik Trip. Does it make sense to have a left turn lane into Quarry driveway or extend the left turn lane into Kwik Trip into a Twiddle (two way left turn lane) if pavement width exists?
- “Pork chop” raised curb island needed at Vettleson/W Capitol intersection in eastbound direction.
- Preference will be to mill/overlay entire width of road and restripe for consistent look and reducing long-term maintenance.
- What is the impact of the W. Capitol Drive roadway improvements on the regional storm water management? With curb/gutter/storm inlets/main will the flow rates change significantly to the existing storm sewer along Vettleson? Is there a need for flow control near Vettleson/W. Capitol?

CSM:

- Preliminary CSM is drafted by RA Smith and dated November 29, 2022.
- Alta Survey is drafted by RA Smith and dated August 25, 2022.
- Three Leaf Development had its surveyor, Chaput Land Surveys, complete an Alta Survey (dated January 10, 2023) and draft CSM (dated June 15, 2023) for the quarry property adjacent to and east of W. Capitol Drive.
 - This information could be available to Kwik Trip’s surveyor to review for any discrepancies along the W. Capitol Drive corridor as they finalize the CSM.
- The CSM calls out “variable width public R.O.W.”
 - Where are the limits of Village of Hartland, State of Wisconsin and City of Delafield rights-of-way?
- On page 4, change the name of the Village Clerk to “Sandee Policello”.

Civil Plans

Alta Survey (sheets 1-3):

- Where are the limits of Village of Hartland, State of Wisconsin, and City of Delafield rights-of-way? Show/label on the Alta Survey.

Demo Plan (SPO):

- Plan calls for the existing 18-inch storm sewer to be removed, as well as storm sewer along Vettleson Road. Doesn't the storm outfall go into the existing storm sewer westerly along Vettleson Road?
- Update to incorporate pending W. Capitol Drive roadway design.

Site Plan (SP1)

- Update to incorporate pending W. Capitol Drive roadway design.
- Incorporate sidewalk from cross walk at Palmer.
- Commercial driveway maximum width is 32 feet. 41-foot width proposed – needs Plan Commission approval.
- Is there any semi parking provided? Where, how many?

Grading Plan (SP2/SP2.1/SP2.1.2)

- Update to incorporate pending W. Capitol Drive roadway design.
- Show elevation information at center of STH 83 at W. Capitol drive and notate proposed pylon sign height from center line of highway and from proposed ground grade at sign.
- A proposed retaining wall exists with a maximum height of 16.5 feet. Provide details for retaining wall type, design, drainage and provide a railing along the top of the wall. Wall design needs to be stamped by a Wisconsin Licensed Structural Engineer.
- Pull contours into site to allow for vision along right turn lane into northerly driveway.
- Incorporate connection sidewalk to Palmer cross walk.

Utility Plan (SP4)

- Utilize 6-inch water service and connect to main with live tapping sleeve, flange by mechanical joint valve, stainless steel bolts.
- Show sizes of existing sanitary and water mains.
- Core drill existing sewer manhole and bench, install a Kor n Seal rubber boot.
- Where does the car wash drain to?

Erosion Control Plan (SWP1):

- Need more specificity regarding staging, phasing, grading, slope stabilization, diversion swales/berms, sediment basin. Based on the size of the side and steep slopes the sediment basin risks being blown out under a significant rain fall.
- Plan calls for 15-20 feet of fill to be removed from the site. Where will the material be hauled to?
- Downstream tributary is likely Bark River, not Pine Lake.
- All pond slopes shall be erosion matted.

Erosion Control Details (SWP2):

- In the contractor measures table include Sediment Berm and Stabilization of Slopes.

Photometric Site Plan (E1/E2)

- What is the impact of car and truck head lights shining towards the Quarry Development at the southerly entrance or at parking areas facing towards Quarry Development?
- Need minimum of three streetlights along W. Capitol Drive to illuminate cross walks at Vettleison, Palmer and the southerly driveway.

Signing:

- Need sign restricting truck traffic exits at northerly driveway.

Stormwater Management Plan

The stormwater management plan was prepared by REI and is dated August 18, 2023. This is a new development site of 5.38 acres in size. The project will have 4.68 acres of land disturbing activity.

The site must meet 80% TSS and 30% Phosphorus reductions as required in 76-7(C)(1)(a).

- Ryan A. still needs to complete the review of the storm water plan.
- Provided a stormwater management maintenance agreement.
 - a. 76-7(C)(6)(a) Drainage easements shall be recorded on the property for all drainage ways and BMPs through the site to ensure that these are not blocked by structures.

RTA:rt