VILLAGE OF SUSSEX SUSSEX, WISCONSIN

Minutes of the Architectural Review Board (ARB) meeting held on February 5, 2020.

Chairperson Greg Goetz called the meeting to order at 10:00 a.m.

Members present: Greg Goetz, Amanda Schauer, and Melissa Granicki.

Members absent: Tim Dietrich

Others present: Kasey Fluet, Assistant Development Director (ADD).

Consideration and possible action on the minutes of October 2, 2019.

A motion by Schauer, seconded by Granicki to approve the minutes of the meeting held on October 2, 2019.

Motion carried.

<u>Consideration and possible action on the metal roof material used on the building structure at HMBrandt W232N6575 Waukesha Avenue.</u>

Mr. Mike Brandt of HMBrandt was present for this matter.

Fluet reviewed the memo (copy attached). Fluet reviewed the photos of acceptable types of metal roofs the ARB has approved (photo attached). Goetz stated the type of roof installed does not meet the intent of the metal roof systems allowed according to the Design Standards. Brandt stated he has seen the type of system he installed on other buildings in the Village. Fluet stated the buildings he has referenced are prior to the Design Standards. Schauer stated the exposed system, in particular the system installed is not aesthetically pleasing. Granicki also stated the standing seam metal roof system has a cleaner look.

Fluet stated Brandt still needs to submit his engineered building plans to the building inspector for review and that the engineered plans should account for the roof system. Fluet stated the approval of a building permit should be completed by March 15, 2020 or the issue of non compliance will need to be reviewed by the Plan Commission April 21, 2020.

A motion by Goetz seconded by Schauer to deny the metal roof installed on the building at HMBrandt W232N6575 Waukesha but allow a standing seam metal roofing system subject to obtaining a building permit and approval by the Building Inspector. Motion carried.

Consideration and possible action on a site, architectural, lighting, landscape and sign plans for Kwik Trip corner of CTH K and Business Drive.

Troy Mleziva – Real Estate Development Manager for Kwik Trip was present for this matter.

Fluet reviewed the memo (copy attached). The location of the new store was discussed. Mleziva explained the location and a signal light will be added on CTH K at the entrance to Business Drive.

Site – It was the consensus of the ARB; Kwik Trip should a add pedestrian walk way to the entrance of the store from Business Drive.

Mleziva reviewed the architectural plans of the building and showed a material board (photo attached). Goetz asked about the opening date, Mleziva stated November 2020. Granicki asked about the right elevation and the type of door for the car wash exit. Mleziva stated the door is not glass but a sturdy plexion roll up garage door with aluminum frame.

Architectural – It was the consensus of the ARB to approve the green standing seam metal roof system.

Fluet reviewed the lighting plan.

Lighting – It was the consensus of the ARB the plan meets the requirements.

Fluet reviewed the landscape plan.

Landscape – It was the consensus of the ARB the plan meets the requirements.

Fluet reviewed the sign plan. An updated rendering (copy attached) for the monument sign was submitted showing the sign as part of the wall and having a pillar on one side.

Sign – It was the consensus of the ARB the sign plan meets the requirements with the addition of Kwik Trip is to add the address for the building on the screening wall to the right of the sign.

A motion by Goetz, seconded by Schauer to approve the site, architectural, lighting, landscape and sign plan for Kwik Trip corner of CTH K and Business Drive with the following conditions:

- Show a site plan with a pedestrian walk way from Business Drive to the entrance of the store.
- Add the address to the screening wall to the right of the monument sign.

Motion carried.

A motion by Granick, seconded by Schauer to adjourn the meeting at 10:55 a.m.

Motion carried.

Respectfully submitted, Kasey Fluet, Assistant Development Director



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Email: info@villagesussex.org Website: www.villagesussex.org

MEMORANDUM

TO: Architectural Review Board

FROM: Kasey Fluet, Assistant Development Director

RE: ARB meeting for February 5, 2020

DATE: January 30, 2020

The following is background information for the ARB agenda items. Please refer to the Design Standards dated March 25, 2014.

01. Consideration and possible action on the ARB minutes from the October 2, 2019 meeting.

<u>02.</u> Consideration and possible action on the metal roof material used on the building structure at HMBrandt W232N6575 Waukesha Avenue.

This site is zoned B-4. The additional building structure to the site was built without a building permit. Mr. Brandt was made aware of the violation and took the necessary steps to correct it. In order for the site to have a second structure of the size constructed, approval must be given by the Plan Commission. On December 17, 2019 Mr. Brandt received approval of the additional structure subject to the following:

A motion by Goetz, seconded by Johnson to allow construction of the current additional structure for HM Brandt W232N6575 Waukesha Avenue; subject to the owner applying for a building permit and meeting all Wisconsin and Village building codes and standard conditions of Exhibit A. Motion carried 7-0.

Mr. Brandt has installed a metal roof on the structure (see photo), in order for the building inspector to allow this the ARB must review:

Roof material that is visible should be dimensional shingles and color to be consistent with building color. Metal roofs may be considered subject to approval of the ARB, if the metal roof is deemed to be significantly tied to the style of architecture for the building, is architecturally styled similar to that of a dimensional shingle and fits with the small town feel of the Village.

Photos of the already installed metal roof have been provided. The metal material is not the standard seamed metal roofing product the ARB has approved on other projects.

Policy Question:

1. Does the material meet the criteria of the Design Standards?

Staff Recommendation: Staff recommends to deny the metal roof installed but allow Mr. Brandt to install a standing seam metal roofing system subject to obtaining a building permit and approval by the Building Inspector.

03. Consideration and possible action on a site plan, architectural plan, lighting plan, landscape plan and sign plan for Kwik Trip at the corner of CTH K and Business Drive.

This site is zoned B-2 with a Planned Development Overlay. The convenience store, car wash and gasoline service station is a conditional use in accordance with Section 17.0506 (A)(9) (a) and (b). and outside storage Section 17.0506 (A)(11)(a). Kwik Trip is proposing to construct a 9,050 square foot convenience store with attached car wash, gas pumps with canopy and diesel gas with canopy. Kwik Trip will operate 24/7. In addition to the above services, the store will sell alcohol, the interior layout shows the "Beer Cave" and labeled #16 is the liquor cabinet behind the cash registers. The store will employ 30 to 35 employees. The liquor license and outdoor establishment permit will need to be reviewed by the Village Board.

Site

- Driveway onto Business Drive is too close to the intersection with CTH K
- 26 parking stalls, 2 ADA (must be stripped blue), 1 truck unload stall
- Propose a concrete walk from sidewalk from CTH K or Business Drive to entrance of store.

Architectural

- Roof top units are to be screened from view
- Sufficient screening of pumps
- Metal roofs are allowed subject to approval by the ARB.
- Ice machine and propane tanks will be screened by the dumpster enclosure on the west side of the building.

Roof material that is visible should be dimensional shingles and color to be consistent with building color. Metal roofs may be considered subject to approval of the ARB, if the metal roof is deemed to be significantly tied to the style of architecture for the building, is architecturally styled similar to that of a dimensional shingle and fits with the small town feel of the Village.

Lighting

• Pole height shows 19 feet, bases are to be buried or if exposed they shall be painted to blend in with the surroundings or have a decorative base.

Landscape

- Plan meets the requirements, 31 trees, 142 evergreen/deciduous trees and 202 perennials and ornamental grasses
 - Colored rendering of the screening wall *Need to provide height of wall

Sign

- Electronic message sign does not meet the Design Standards, the sign must have a side pillar(s) address should be displayed at the base of the sign.
- The building has signage on the building at the front entrance, rear entrance and side entrance and several directional signage.

Staff Recommendation: Staff recommends the ARB recommend to the Plan Commission to approve the site, architectural, lighting and landscape plans for Kwik Trip at the corner CTH K and Business Drive; subject to the following conditions:

- Add a pedestrian walkway to the entrance of the store
- Add pillar(s) to the monument sign

Building structure at HMBrandt W232N6575 Waukesha Avenue





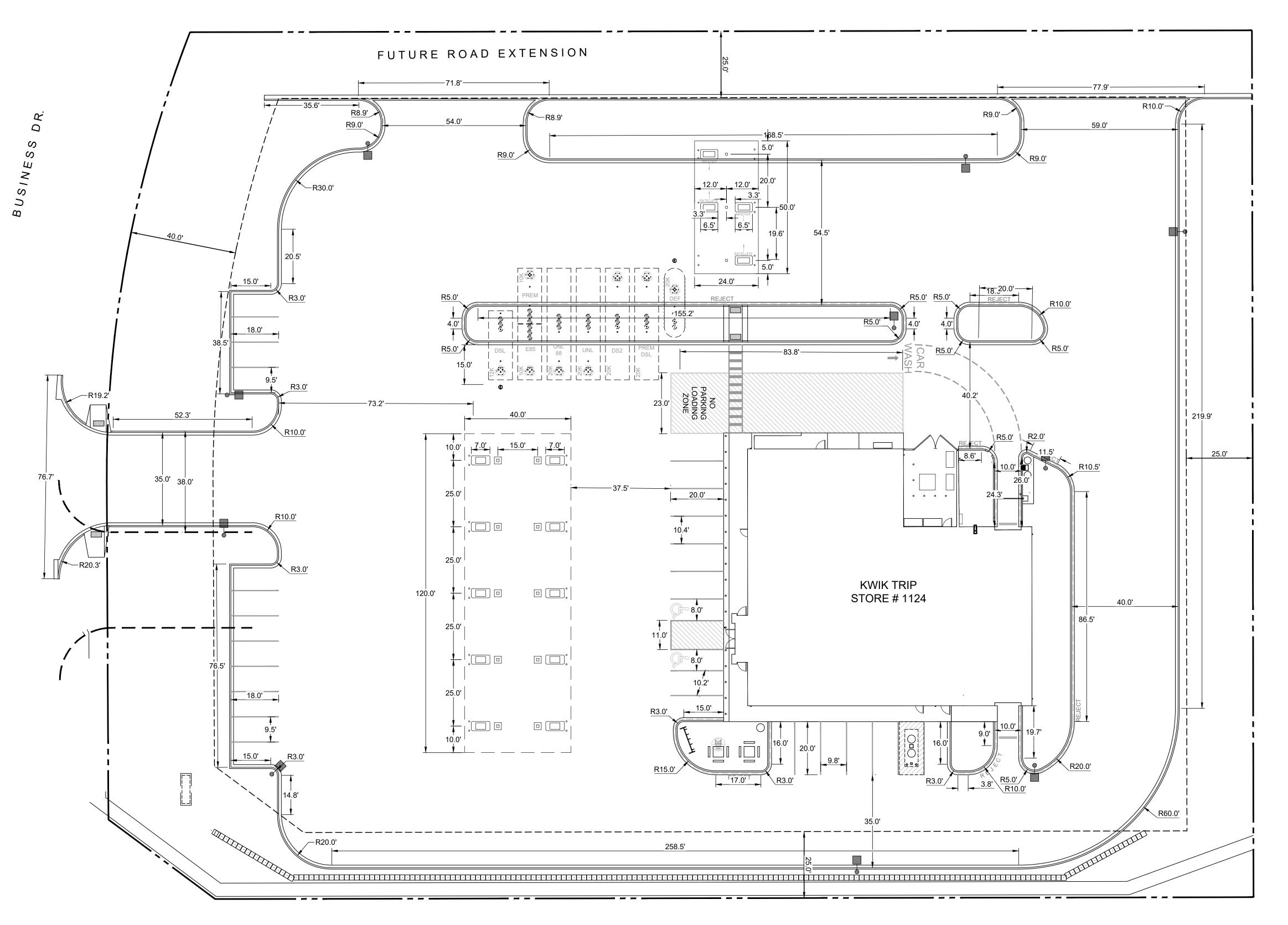
EXAMPLES OF METAL ROOF SYSTEMS



Exposed fastener metal roof system

Standing seam metal roof system





LISBON RD.



TOLL FREE

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

O 20 40

SCALE: 1" = 20'PLOTTING NOTE: PLANS PLOTTED TO 11X17

SHEET SIZE ARE $\frac{1}{2}$ SCALE -1"=40'

SITE INFORMATION

ZONING DISTRICT: B-2 - REGIONAL BUSINESS

TOTAL SITE AREA: 138,346 SF / 3.18 ACRES

TOTAL DISTURBED AREA: 136,900 SF / 3.14 ACRES

EXISTING IMPERVIOUS: 2,162 SF

TOTAL IMPERVIOUS: 95,560 SF (69.1% LOT COVERAGE)

PAVED AREA: 79,692 SF

BUILDING AREA: 9,050 SF

CANOPY AREA: 6,000 SF

PRO. PERVIOUS: 42786 SF (30.9% LOT COVERAGE)

PARKING STALL COUNT

STANDARD PARKING: 26 STALLS

ADA PARKING: 2 STALLS WITH LOADING ZONE

TRUCK PARKING: 1 UNLOADING STALL

PER CODE, 346.503, 26-50 TOTAL PARKING STALLS,

TWO HANDICAP PARKING STALL MUST BE PROVIDED.

TWO HANDICAP PARKING STALLS ARE SHOWN ON THE PLANS.

BUILDING HEIGHTS - 45' MAXIMUM CONVENIENCE STORE 20'-0"

CANOPY 15'-6"

BUILDING SETBACKS FRONT: 40' REAR: 25'

UTILITY COMPANY INFORMATION

ELECTRICITY - WE ENERGY - 262-544-7366

NATURAL GAS - WE ENERGY - 262-544-7366

PHONE - SEVERAL PROVIDERS IN THE AREA

CABLE - SPECTRUM - 833-823-6676

SANITARY SEWER - VILLAGE OF SUSSEX - 262-820-3130

WATER SERVICE - VILLAGE OF SUSSEX - 262-246-5200

FIRE LANE:

BUSINESS DRIVE WILL ACT AS THE FIRE LANE ACCESS TO THE BUILDING.

NOTE:

CONTRACTOR SHALL FIELD VERIFY ALL EXISTING UTILITIES ON AND ADJACENT TO THE SITE PRIOR TO THE START OF THE

RADII ARE FROM FACE OF CURB

DIMENSIONS ARE FROM FACE OF CURB

KWIK TRIP



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SITE PLAN - LAYOUT CONVENIENCE STORE #1124 WITH DIESEL HWY 164 & LISBON ROAD SUSSEX, WISCONSIN

DATE DESCRIPTION

DATE DESCRIPTION

DRAWN BY Z. ROLE / M. WAHL

SCALE NOTED

 DRAWN BY
 Z. ROLE / M. WAHL

 SCALE
 NOTED

 PROJ. NO.
 119.1053.30

 DATE
 JANUARY 23, 2019

 SHEET
 SP 1.1





FRONT ELEVATION



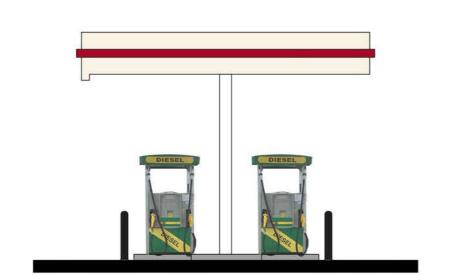


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10 MPD



FRONT ELEVATION



SIDE ELEVATION

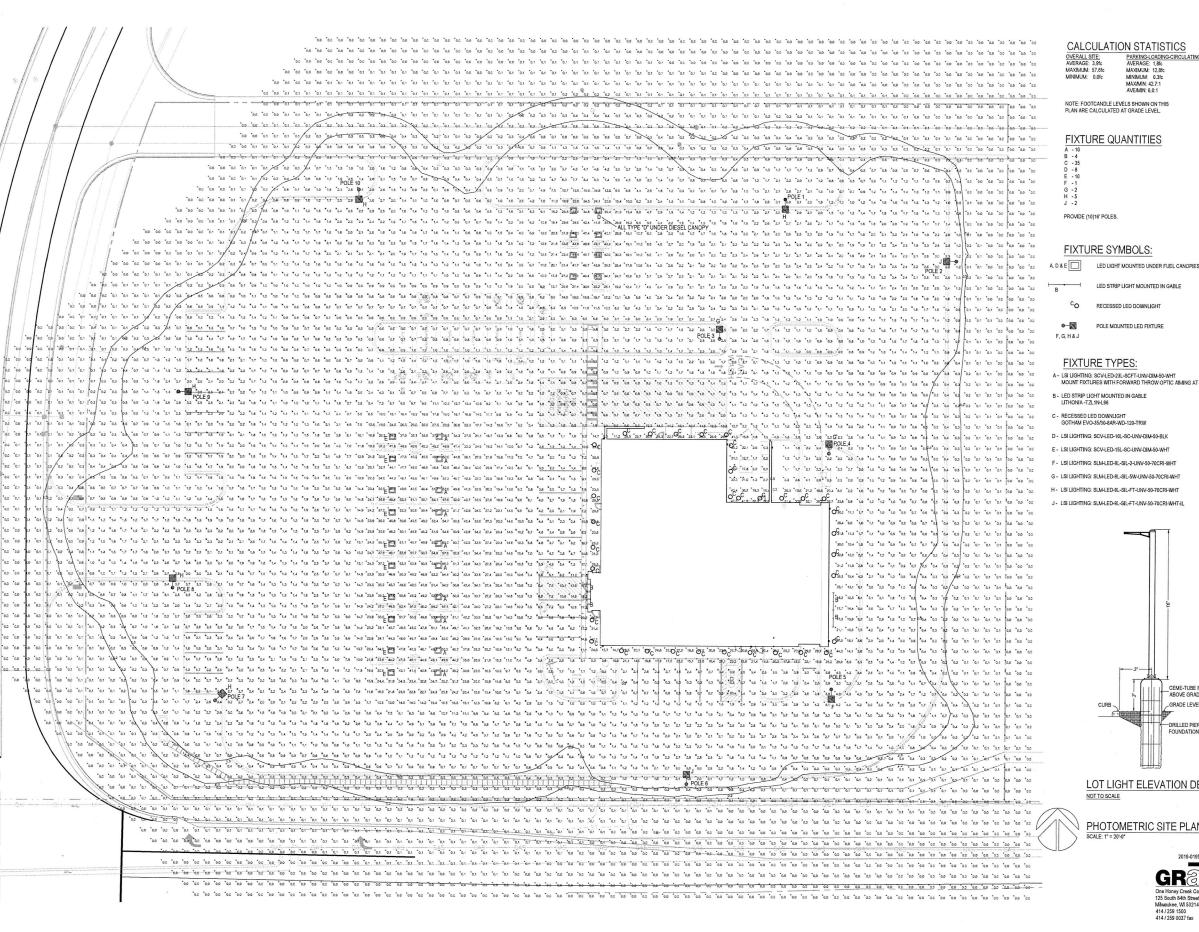




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2 LANE DIESEL



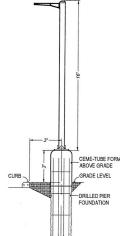


CALCULATION STATISTICS

PARKING-LOADING AVERAGE: 1.8fc MAXIMUM: 12.8fc MINIMUM: 0.3fc

- A LSI LIGHTING: SCV-LED-23L-SCFT-UNV-DIM-50-WHT MOUNT FIXTURES WITH FORWARD THROW OPTIC AIMING AT STORE FRONT.

J - LSI LIGHTING: SLM-LED-9L-SIL-FT-UNV-50-70CRI-WHT-IL



LOT LIGHT ELEVATION DETAIL

PHOTOMETRIC SITE PLAN

2019-0195 57 GRÆEF One Honey Creek Corporate Cer 125 South 84th Street, Suite 401 Milwaukee, WI 53214-1470 414 / 259 1500 414 / 259 0037 fax





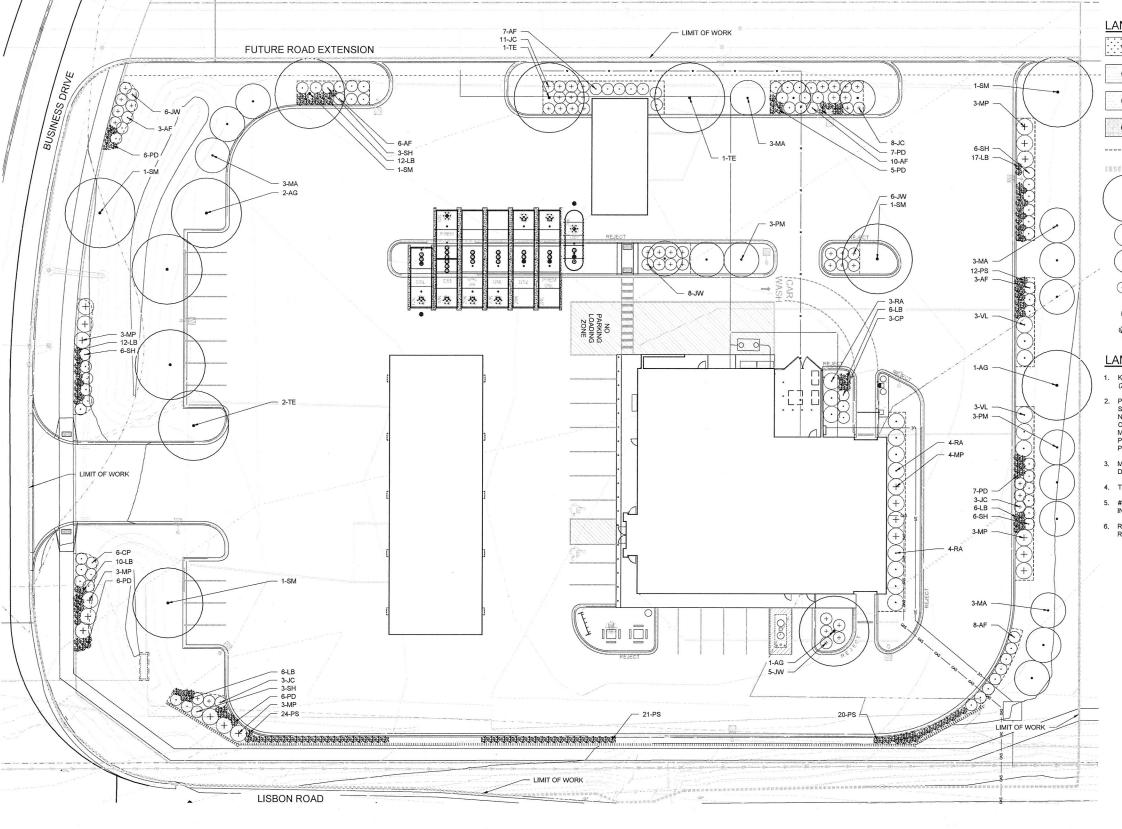
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#1124 PLAN STORE SITE & LISBON ROAD IOWA Ш **PHOTOMETRIC** CONVENIENC HWY 164 SUSSEX,

DATE DESCRIPTION DRAWN BY SCALE NOTED PROJ. NO. 119.1053,30 DATE DECEMBER 12, 2019 SHEET E1



PLANTING PLAN

LANDSCAPE LEGEND

SOD (20,978 SF), REFER TO CONSTRUCTION NOTES FOR TYPE

2) SHRUB BED WITH HARDWOOD MULCH (54 CY DOES NOT INCLUDE STAND-ALONG TREES OUTSIDE SHRUB BED AREAS), REFER TO CONSTRUCTION NOTES FOR TYPE

4 TURF SEED (11,838 SF)

ROCK MULCH (11 CY), REFER TO CONSTRUCTION NOTES FOR TYPE

----- SPADE CUT EDGER AT 4" DEPTH (780 LF)

SESSEDESS LIMIT OF WORK

DECIDUOUS CANOPY TREE

LARGE DECIDUOUS ORNAMENTAL TREE

+ EVERGREEN

DECIDUOUS SHRUBS

EVERGREEN SHRUBS

※ ORNAMENTAL GRASSES

LANDSCAPE CONSTRUCTION NOTES

- KENTUCKY BLUEGRASS PROVIDED BY PFAFF SOD & LANDSCAPING (262.255.1185) OR APPROVED EQUAL.
- 2. PROVIDE 3" DEPTH SHREDDED HARDWOOD MULCH AROUND ALL STAND-ALONE TREES TO A MIN. 3-FOOT PERIMETER, AND IN ALL AREAS NOTED ON PLANS OVER GEOTEXTILE WEED CONTROL FABRIC. NO WEED CONTROL FABRIC IS REQUIRED IN GROUNDCOVER OR PERENNIAL AREAS. MULCHED LANDSCAPE BEDS SHALL HAVE A SPADED VERTICAL EDGE WHEN PERIMETER IS NOT CONCRETE CURB. MULCH PROVIDED BY CERTIFIED PRODUCTS, INC. (262.542.2270) OR APPROVED EQUAL.
- 3. MULCHED LANDSCAPE BEDS SHALL HAVE A SPADED VERTICAL EDGE AT 4" DEPTH WHEN PERIMETER IS NOT CONCRETE SIDEWALK OR CURB.
- . TURF SEED PROVIDED BY CERTIFIED PRODUCTS, INC. OR APPROVED EQUAL.
- #2 WASHED STONE (1-2") ROCK MULCH PROVIDED BY CERTIFIED PRODUCTS, INC. OR APPROVED EQUAL.
- REFER TO CONSTRUCTION SEQUENCE FOR NOTES REGARDING SITE RESTORATION.

PLA	NT S	CHEDULE
	KEY	COMMON NAME
CAN	OPY TI	REES
	SM	SIENNA GLEN MAPLE
	TE	TRIUMPH ELM
	AG	AUTUMN GOLD GINKGO
ORN	AMEN	TAL TREES
	MA	ADIRONDACK CRABAPPLE
	PM	AMUR CHOKECHERRY
DECI	DUOU	S SHRUBS
5'-7' 8	SPREA	D
	SH	SMOOTH HYDRANGEA
	CP	ROCK COTONEASTER
	AF	ARCTIC FIRE DOGWOOD
7' + S	PREA	D
	RA	GRO-LOW SUMAC
	VL	WAYFARINGTREE VIBURNUM
EVER	GREE	N SHRUBS
5'-7' 5	SPREA	D
Į.	JC	BLUEBERRY DELIGHT JUNIPER
	JW	WISCONSIN JUNIPER
7'+ SF	PREAD)
	MP	DWARF MUGO PINE
ORNA	MENT	AL GRASSES
	LB	LITTLE BLUESTEM
	PS	SHENANDOAH SWITCH GRASS
	PD	PRAIRIE DROPSEED





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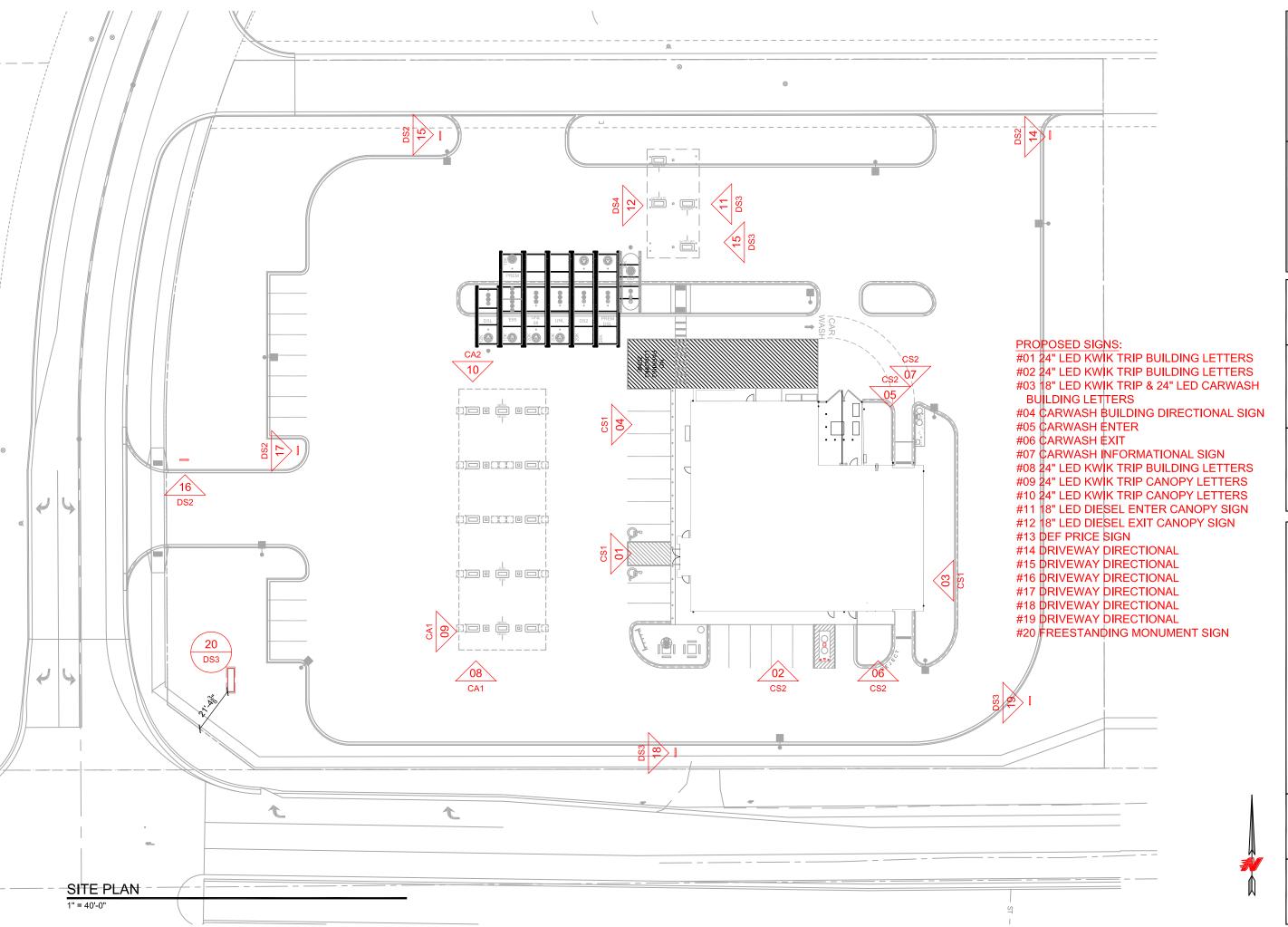
CONVENIENCE STORE #1124

HWY 164 & LISBON RD
SUSSEX, WISCONSIN

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SCA	LE		NOTE
PRO	J. N	Ο.	119.1053.3
DAT	E		DECEMBER 12, 20
SHE	ET	L2.	1

PLANTING PLAN









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SITE PLAN

CONVENIENCE STORE #1124

w/ SIDE DIESEL & CARWASH

SWC HWY 164 & CTH K

SUSSEX, WI

DATE DESCRIPTION

DATE DESCRIPTION

PRAWN BY KMK

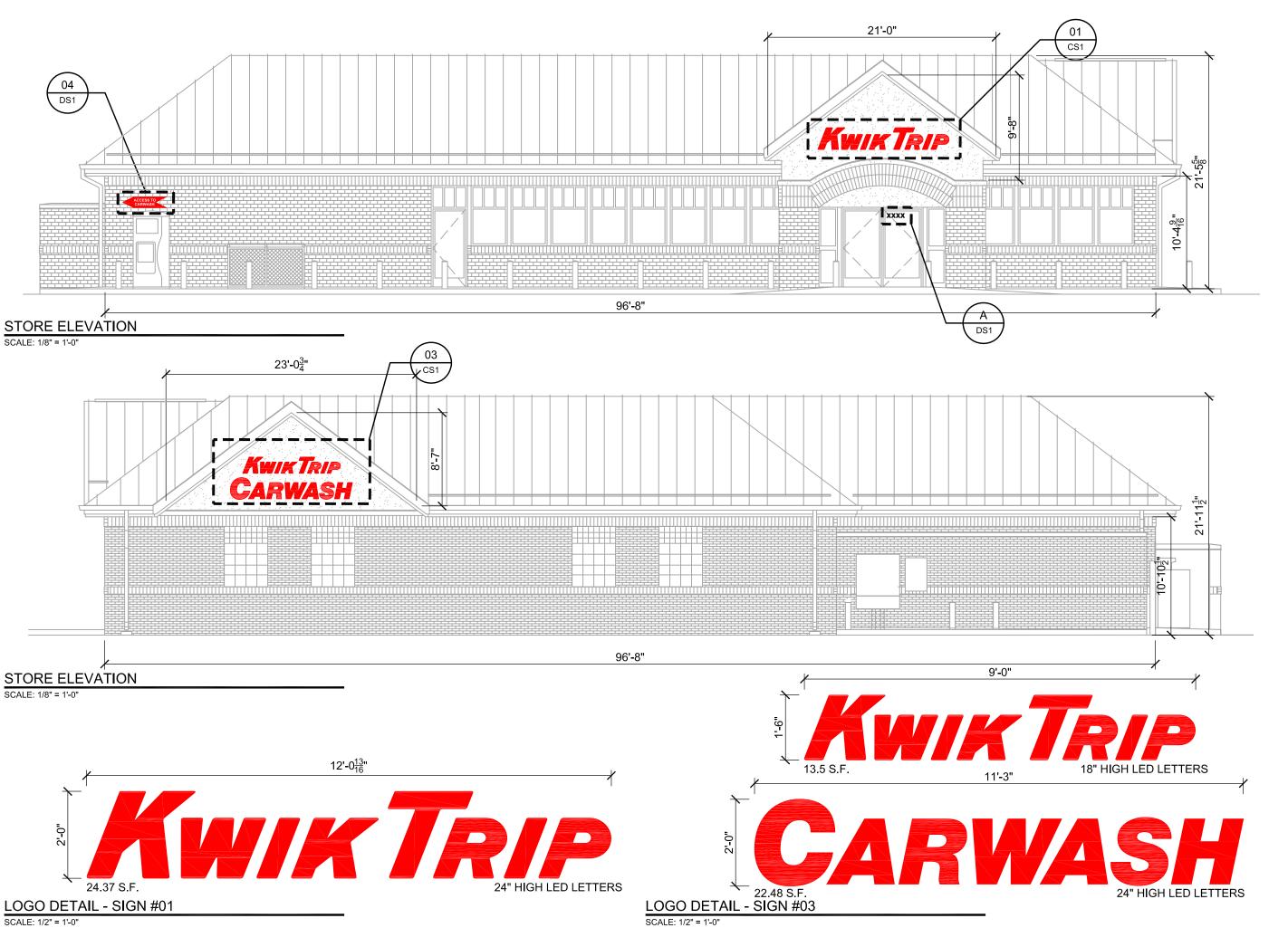
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DATE 2019-12-10

SP1

SHEET







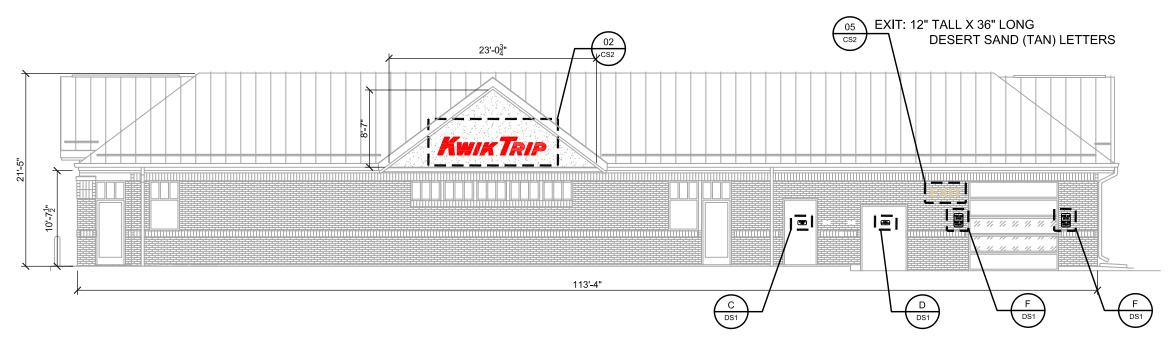
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CONVENIENCE STORE SIGNAGE

CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH SWC HWY 164 & CTH K SUSSEX, WI

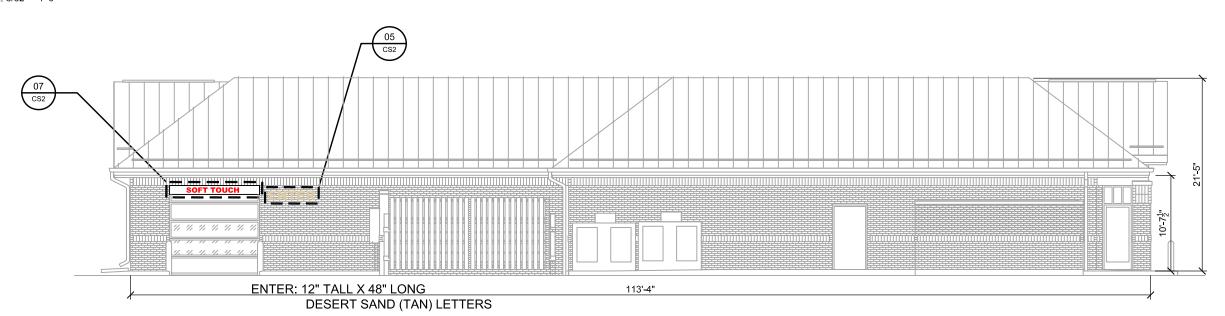
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PROJ. NO. 0001



STORE ELEVATION

SCALE: 3/32" = 1'-0"



STORE ELEVATION

SCALE: 3/32" = 1'-0"



INFORMATIONAL SIGN #07

SOFT TOUCH

NON-LIT INFORMATIONAL SIGN RED VINYL ON WHITE ALUMINUM 1'-0"H X 10'-0"W = 10.0 SQ FT

SCALE: 1/2" = 1'-0"



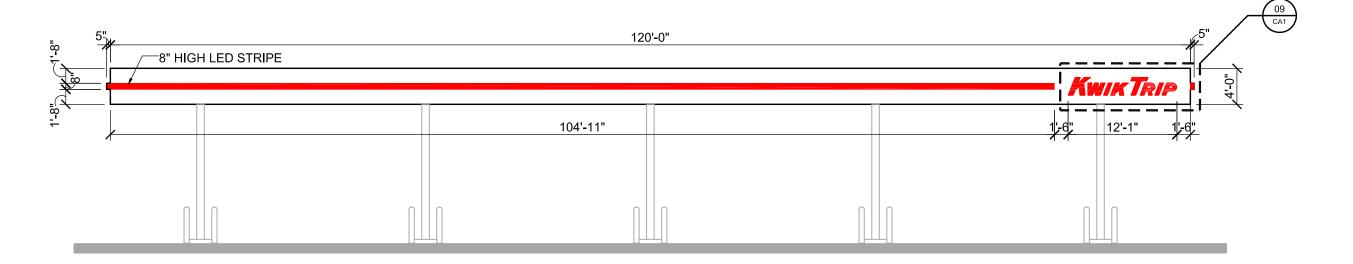


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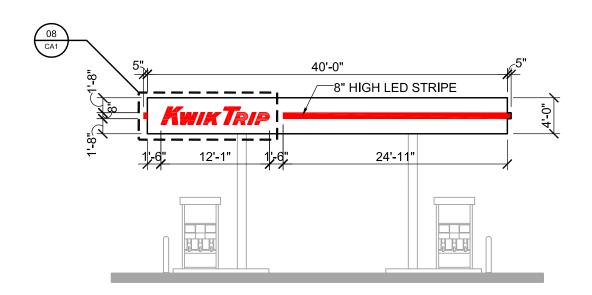
CONVENIENCE STORE SIGNAGE CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH

SWC HWY 164 & CTH K SUSSEX, WI DRAWN BY

MULTIPLE SCALE PROJ. NO. 0001 2019-12-10 SHEET CS2



SCALE: 3/32" = 1'-0"



CANOPY ELEVATION

SCALE: 3/32" = 1'-0"



LOGO DETAIL - SIGNS #08 & #09 SCALE: 1/2" = 1'-0"

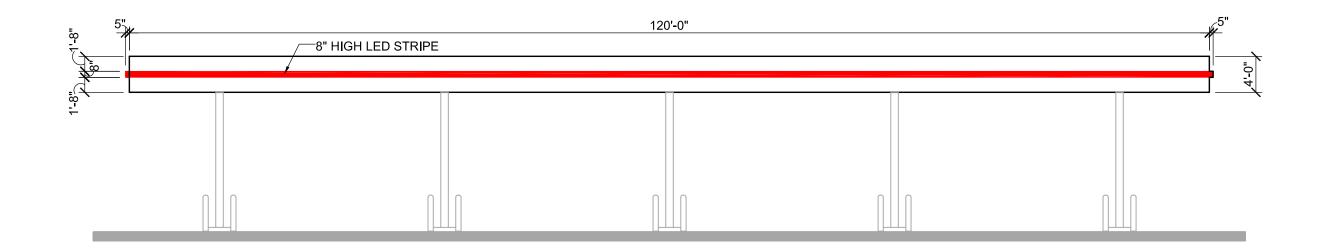




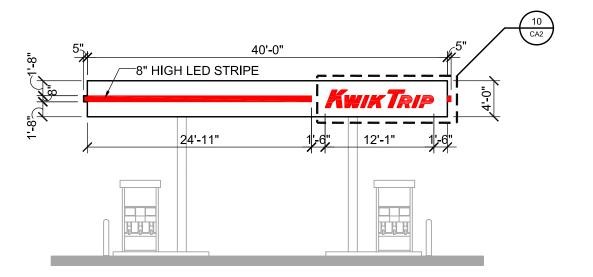
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ONVENIENCE STORE #1124 // SIDE DIESEL & CARWASH ANOPY SIGNAGE

CANOPY SIGNAGI	CONVENIENCE ST w/ SIDE DIESEL &	SWC HWY 164 & CTH K SUSSEX, WI	
# DATE	DESCRIPT	ION	
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DATE	DATE 2019-12-10		
SHEET		CA1	



SCALE: 3/32" = 1'-0"



CANOPY ELEVATION

SCALE: 3/32" = 1'-0"



LOGO DETAIL - SIGN #10 SCALE: 1/2" = 1'-0"

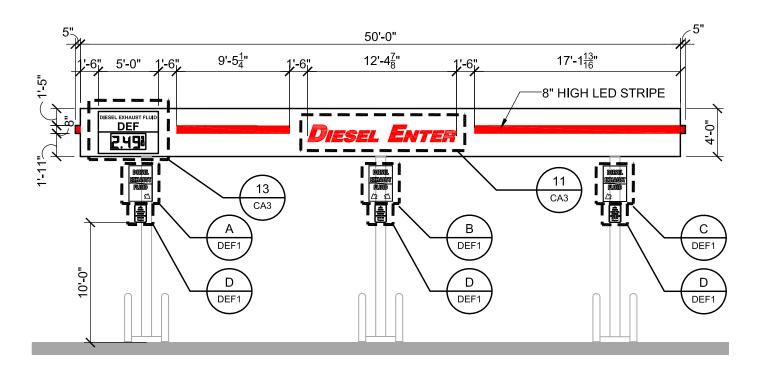




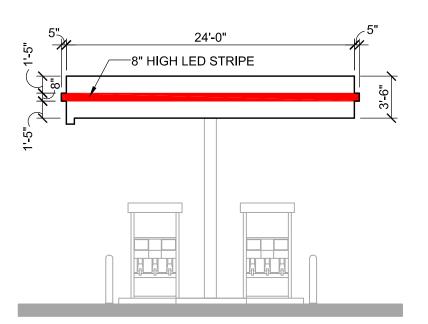
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CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH CANOPY SIGNAGE

SWC HWY 164 & CTH K SUSSEX, WI DRAWN BY MULTIPLE SCALE PROJ. NO. 0001 2019-12-10 SHEET CA2

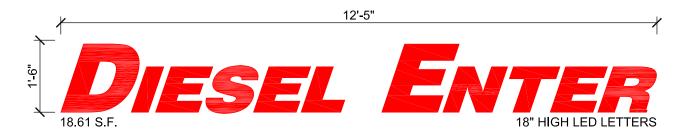


SCALE: 1/8" = 1'-0"

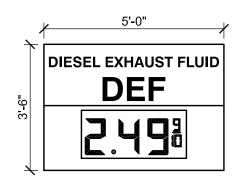


CANOPY ELEVATION

SCALE: 1/8" = 1'-0"



LOGO DETAIL - SIGN #11 SCALE: 1/2" = 1'-0"



DEF DETAIL - SIGN #13 SCALE: 3/8" = 1'-0"





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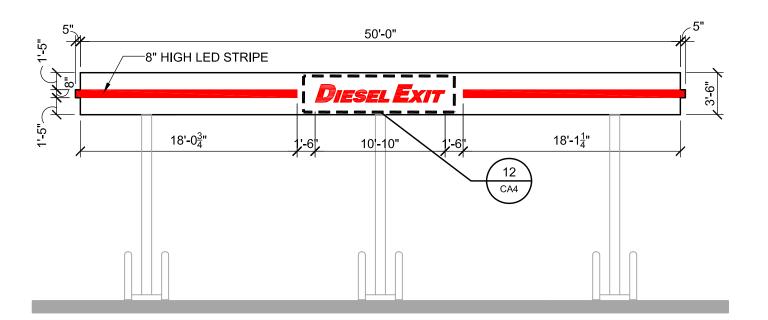
SWC HWY 164 & CTH K SUSSEX, WI

CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH CANOPY SIGNAGE

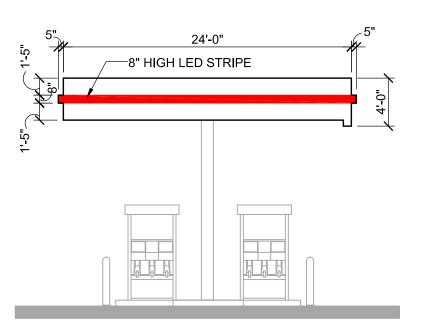
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CA3

SHEET



SCALE: 1/8" = 1'-0"



CANOPY ELEVATION

SCALE: 1/8" = 1'-0"



LOGO DETAIL - SIGN #12





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CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH CANOPY SIGNAGE

SWC HWY 164 & CTH K SUSSEX, WI DRAWN BY MULTIPLE SCALE PROJ. NO. 0001

SHEET

2019-12-10

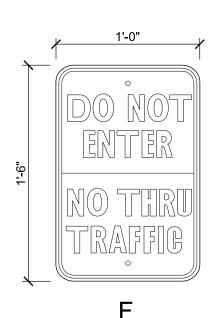
CA4



5" WHITE VINYL ADDRESS LETTERS ON GLASS DOOR AS SHOWN ABOVE (VERIFY ACTUAL NUMBERS WITH PROJECT MANAGER)

ADDRESS SIGN A

SCALE: 3/4" = 1'-0"



GENERAL SPECIFICATIONS

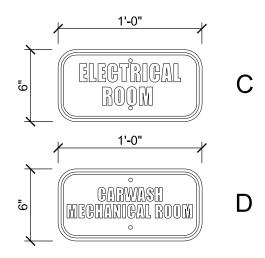
A 18"x12" ALUMINUM SIGN Qty: Size: 18"x12"

Material: Standard white blank Finish: cut vinyl graphics

Pole Size: Pole Material:

Pole Finish: Install: HAGL:

OAH:



INFORMATIONAL SIGNS C & D

SCALE: 1 1/2" = 1'-0"



NON-LIT DIRECTIONAL SIGN WHITE VINYL ON RED ALUMINUM 1'-0"H X 4'-0"W = 4.0 SQ FT

GENERAL SPECIFICATIONS

(A) ROOM SIGNS Qty: 3 total (different copy on each) Size: per art Material: white sign blank

Finish: cut vinyl

Install along with various signs for same site, crew to give to KT trim guys





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DIRECTIONAL SIGNAGE

CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH SWC HWY 164 & CTH K SUSSEX, WI

DRAWN BY KMK MULTIPLE SCALE PROJ. NO. 0001

2019-12-10

DS1

DATE

SHEET

INFORMATIONAL SIGN F

SCALE: 1 1/2" = 1'-0"

DIRECTIONAL SIGN #04

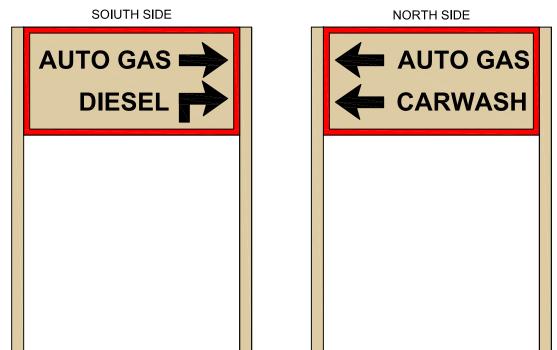
SCALE: 3/4" = 1'-0"

NON-LIT DIRECTIONAL SIGN RED & BLACK VINYL ON LIGHT BEIGE ALUMINUM 1'-6"H X 3'-0"W X 4'-6"T= 4.50 SQ FT

DIRECTIONAL SIGN #14

SCALE: 3/4" = 1'-0"

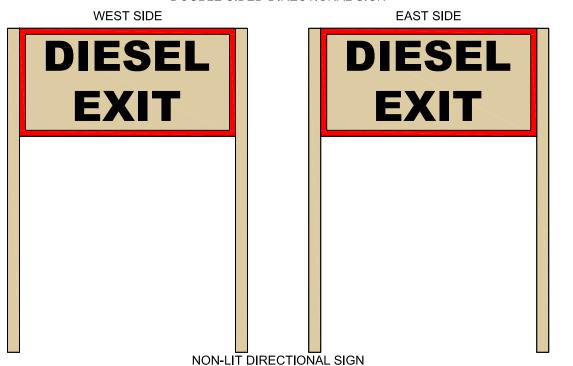
DOUBLE SIDED DIRECTIONAL SIGN



NON-LIT DIRECTIONAL SIGN RED & BLACK VINYL ON LIGHT BEIGE ALUMINUM 1'-6"H X 3'-0"W X 4'-6"T= 4.50 SQ FT

DIRECTIONAL SIGN #16

SCALE: 3/4" = 1'-0"



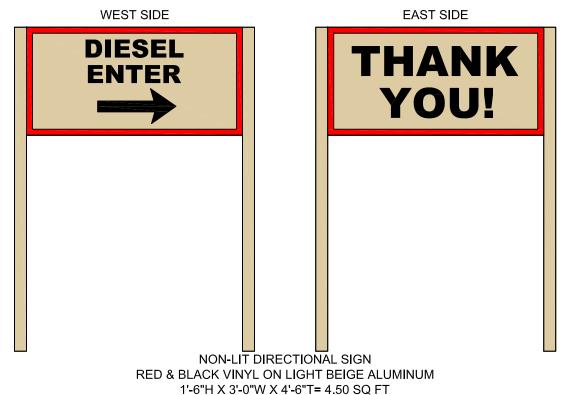
DIRECTIONAL SIGN #15

SCALE: 3/4" = 1'-0"

DOUBLE SIDED DIRECTIONAL SIGN

RED & BLACK VINYL ON LIGHT BEIGE ALUMINUM

1'-6"H X 3'-0"W X 4'-6"T= 4.50 SQ FT



DIRECTIONAL SIGN #17 SCALE: 3/4" = 1'-0"



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

CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH DIRECTIONAL SIGNAGE

DRAWN BY MULTIPLE

PROJ. NO. 0001 2019-12-10

DS2

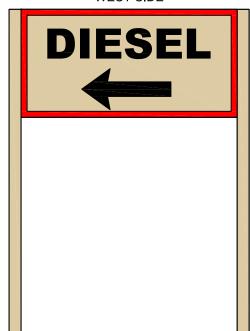
THANK YOU!

NON-LIT DIRECTIONAL SIGN

RED & BLACK VINYL ON LIGHT BEIGE ALUMINUM

1'-6"H X 3'-0"W X 4'-6"T= 4.50 SQ FT

SINGLE SIDED DIRECTIONAL SIGN
WEST SIDE



NON-LIT DIRECTIONAL SIGN
RED & BLACK VINYL ON LIGHT BEIGE ALUMINUM
1'-6"H X 3'-0"W X 4'-6"T= 4.50 SQ FT

DIRECTIONAL SIGN #18

SCALE: 3/4" = 1'-0"

DIRECTIONAL SIGN #19

SCALE: 3/4" = 1'-0"

#20 KWIK TRIP FREESTANDING MONUMENT SIGN
SEE ATTACHMENT FROM LA CROSSE SIGN CO



TRIP

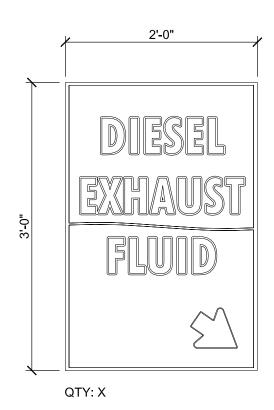
DIRECTIONAL SIGNAGE
CONVENIENCE STORE #1124
w/ SIDE DIESEL & CARWASH

SWC HWY 164 & CTH K SUSSEX, WI

DS3

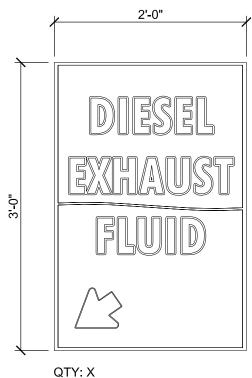
# DATE	DESCRIPTION
DRAWN BY	КМК
SCALE	MULTIPLE
PROJ. NO.	0001
DATE	2019-12-10

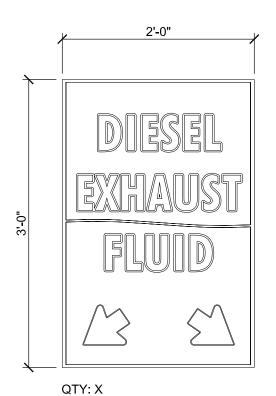
SHEET



DEF SIGN A

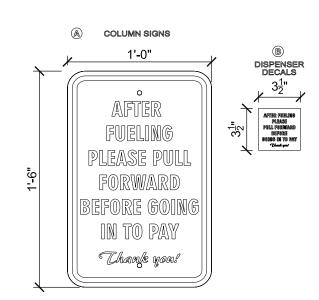
SCALE: 3/4" = 1'-0"





DEF SIGN B

SCALE: 3/4" = 1'-0"



DEF SIGN C

SCALE: 3/4" = 1'-0"

PULL AHEAD SIGN D

SCALE: 1 1/2" = 1'-0"





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CONVENIENCE STORE #1124 w/ SIDE DIESEL & CARWASH DEF / DSL SIGNAGE SWC HWY 164 & CTH K SUSSEX, WI

DRAWN BY MULTIPLE SCALE 0001 PROJ. NO.

SHEET

2019-12-10

DEF1