



Application for Design Review

Applicant Name: Racine Public Library /Michael Monday
Address: 75 7th St City: Racine
State: WI Zip: 53403
Telephone: 262-636-9170 Cell Phone: 262-221-5289
Email: mike.monday@racinelibrary.info

Agent Name: _____
Address: _____ City: _____
State: _____ Zip: _____
Telephone: _____ Cell Phone: _____
Email: _____

Property Address (Es): 75 7th St Racine WI 53403
Current Zoning: OI
Current/Most Recent Property Use: Not currently used for this specific purpose
Proposed Use: : Installation of a physical barrier or deterrent system to prevent smoking near fresh air intake

Numerous areas of the City have design guidelines which are specific to projects and must be adhered to. The design guidelines can be found at the following link under the design review district heading on the page: <https://www.buildupracine.org/business-tools/planning/>





If the required supplemental materials, which constitute a completed application, are not submitted, the application will not be processed.

Required Submittal Format

1. An electronic submission via email/USB drive/CD/Download link; and
2. One (1) paper copy, no larger than 11" x 17" size.

Required Submittal Item	Applicant Submitted	City Received
1. Design Area Review Application	<input type="checkbox"/>	
2. Written description of project, including: <ol style="list-style-type: none">a. Hours of operationb. Anticipated delivery schedulec. Maintenance pland. General use of the building and lot	<input type="checkbox"/>	
3. Site Plan (drawn to scale), including: <ol style="list-style-type: none">a. Fully dimensioned property boundaryb. All buildings (existing and proposed)c. Setbacks from property linesd. Identification as to whether all elements are "Existing" or "Proposed"e. Dimensioned parking spaces and drive aisle layoutf. Trash enclosure location and materialsg. Location of signage, with setbacks	<input type="checkbox"/>	
4. Landscape Plan <ol style="list-style-type: none">a. Bufferyardsb. Parking Areasc. Screening and fencing locationsd. Plant lists including the following: Latin and Common Names, Number of each planting material, and Size at planting.	<input type="checkbox"/>	
5. Lighting Plan <ol style="list-style-type: none">a. Location of light fixturesb. A cut sheet of light fixtures with indication of cut-offs or shieldingc. Illumination diagram indicating intensity of lighting on the property.	<input type="checkbox"/>	
6. Signage Plan <ol style="list-style-type: none">a. dimensioned color elevations of signageb. A diagram showing the location of the proposed signage	<input type="checkbox"/>	
7. Building/site elevations <ol style="list-style-type: none">a. Building elevations showing all four sides of the buildings in colorb. Elevation of trash enclosure area	<input type="checkbox"/>	
8. Building Material Samples (if making exterior changes)	<input type="checkbox"/>	





Acknowledgement and authorization signatures

Design Review is not like a building permit; applying does not mean it will be approved.

The approval may contain conditions related to the improvement of the site which must be met prior to the occupancy of the building, approval of the final work, or otherwise specified. Improvements may include but are not limited to landscaping, fencing, lighting, pavement surfacing and sealing, dumpster enclosures, and exterior building improvements.

The signature(s) hereby certify that the statements made by myself and constituting part of this application are true and correct. I am fully aware that any misrepresentation of any information on this application may be grounds for denial of this application.

Owner Signature (acknowledgement and authorization):

Date:

7-2-25

Applicant Signature (acknowledgement):

Date:

7-2-25



Written Description of Project – Racine Public Library

Property Address: 75 7th Street, Racine, WI 53403

Zoning: OI

Project Summary:

The Racine Public Library is seeking to implement a physical design solution to deter smoking in prohibited areas near the building's fresh air intake. Despite clear signage and consistent staff intervention for over two years, individuals continue to smoke adjacent to the no-smoking signs on a near-daily basis during warm weather.

This ongoing issue places a significant burden on library staff, who are frequently redirected from essential library services to address it. Recently, discarded cigarette material ignited refuse within the intake system, requiring emergency response and direct intervention by the Racine Fire Department to extinguish a smoldering fire.

This proposal aims to prevent future incidents, reduce strain on both library and emergency response resources, and protect the health and safety of patrons and staff.

Hours of Operation:

Monday – Saturday, generally 9:00 AM to 8:00 PM, depending on the day.

Anticipated Delivery Schedule:

No recurring deliveries are expected. Any necessary materials or equipment for the project will be delivered during regular operating hours, scheduled to avoid disruption to public access.

Maintenance Plan:

The area will be included in the regular exterior maintenance schedule overseen by library facilities staff. The goal is to reduce long-term labor needs and eliminate recurring misuse of the area.

General Use of the Building and Lot:

The property serves as a public library and community space. This proposal supports the building's continued public use by improving safety, minimizing health hazards, and reducing emergency incidents related to improper smoking activity near air intakes.

