



City Of Waukesha
Department of Community Development
City Hall, 201 Delafield St, Rm 200
Waukesha, WI 53188

September 6, 2016

This letter is intended to accompany our application to the City of Waukesha for the Sign Review Board for the property located at 1700 Pewaukee Rd, Waukesha WI 53188.

The project will consist of general re-branding of the existing Citgo Station into a Kwik Trip Express. Kwik Trip is proposing to switch out the Citgo signage with Kwik Trip Express signage. Three (3) of the signs will be replacing existing Citgo signs. The other two (2) signs would be new.

Per the application, Kwik Trip is required to submit an electrical permit signed by a licensed electrician, however this project is still in the planning phase and has not yet been released for bid. Therefore, Kwik Trip proposes that the application be conditionally approved pending the submittal and approval of the licensed electrician and electrical permits.

The signage plans have been revised since the application for the Plan Commission Review. The call-outs for the building elevations have been removed, and are now indicative of each individual sign. In total, there are four (4) building/ canopy signs and one (1) free-standing pylon sign.

As depicted in detail 05/DS-1, the height of the pylon sign exceeds the maximum height as specified in the City of Waukesha's Signs/ Outdoor Advertising Ordinance of 20'-0". To clarify, the existing sign is 20'-4". Kwik Trip proposes to change the face of the sign per the detail only. Kwik Trip will not increase the height of the sign from the current condition.

To help illustrate the extent of the scope of the signage work, Kwik Trip has included photographs of the existing signage on site with this application.

Included in this submittal are the following Documents:

- Five (5) Sign Permit Applications
- Two (2) Copies of the Signage Plan
- Photographs of Existing Site
- One (1) Digital Copy
- Review/ Permit Fee

Kwik Trip would be happy to provide any additional information or answer any questions or concerns the City of Waukesha may have with the submittal for the project. Please feel free to give me a call if needed.

Sincerely,

Chris Nutini
Kwik Trip, Inc - Store Engineering
Project Manager
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Our Mission: "To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life."

Kwik Trip & Kwik Star Stores • Tobacco Outlet Plus • Convenience Transportation, LLC • Hearty Platter Restaurants & Cafés