



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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November 8, 2017

Justin Borchardt
Open Pantry
10505 Corporate Drive, Suite 101
Pleasant Prairie, WI 53158

RE: Legistar #48967; Accela 'LNDUSE-2017-00099' -- Approval of a conditional use request to establish a private-parking facility in a property zoned CC-T (Commercial Corridor – Transitional District) at **1412 Pflaum Road.**

Dear Mr. Borchardt:

At its November 6, 2017 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request to establish a private-parking facility at **1412 Pflaum Road**, subject to the conditions below. In order to receive final approval of the conditional use, and for any permits to be issued for your project, the following conditions shall be met:

Please contact Jeff Quamme of the Engineering Division – Mapping Section at 266-4097 if you have any questions regarding the following item five (5) items:

1. Applicant shall provide for review or a recorded copy of reciprocal easements and/or agreements including, but not limited to, access, parking, utilities, common areas, storm management that are necessary to accomplish the development as proposed. The document(s) shall then be executed and recorded and copies provided prior to building permit issuance.
2. Provide a copy of the lease with A to Z Autosports LLC, Abdul Sarhan.
3. The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
4. The site plan shall include all lot/ownership lines shown accurately, existing building locations, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.
5. The site plan shall include a full and complete legal description of the site or property subject to this application.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following eight (8) items:

6. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
7. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
8. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
9. **All parking** facility design shall conform to MGO standards, as set in section 10.08(6).
10. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If the applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) – Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City traffic Engineer.
11. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, performed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
12. Applicant shall submit for review a vehicular turning movement template demonstrating ingress/egress and access of fuel delivery.
13. "Stop" signs shall be installed at a height of seven (7) feet at all class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

Please contact Jenny Kirchgatter, the Assistant Zoning Administrator at 266-4429 if you have any questions regarding the following seven (7) items:

14. The proposed site plan is not consistent with the approved site plan dated 1998. Areas of inconsistency include a landscaped/grass area which has been removed from the parking lot, parking stalls located south of the existing building and west of the canopy structure, and elimination of a two-way drive aisle located west of the existing building. The landscaped/ grass area must be replaced. The area south and west of the existing building and canopy must be returned to the condition approved in the 1998 site plan or approvals must be obtained for any change in traffic circulation.
15. The landscaped/grass area located within the parking lot approved per the 1998 site plan must be replaced. The lot coverage maximum is 85%. If the existing site currently exceeds 85% maximum lot coverage, proposed site improvements may not further increase lot coverage above the maximum.
16. Label the private parking lot stalls to be used as overflow parking for the auto sales facility and the parking stalls to be used by the existing auto service station/ convenience store.
17. Parking lot and site landscaping is not required to be brought into compliance for the development site. However, parking lot and site landscaping must be consistent with landscaping approved per the 1998 plan. Any displaced landscaping elements must be replaced on the site and shown on a revised landscaping plan.
18. Show the refuse disposal area on the site plan. All developments, except single family and two family developments, shall provide a refuse disposal area. If the refuse disposal area is located outside the building, it shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet. Submit a detail of the trash enclosure if provided outside the building.
19. Verify whether new parking lot or site lighting will be installed. New parking lot lighting must comply with City of Madison General Ordinances Section 10.085 outdoor lighting standards. If exterior site lighting is provided, submit an exterior lighting plan and fixture cut sheets with the final plan submittal.
20. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

Please contact my office at 243-0554, if you have questions regarding the following two (2) items:

21. This conditional use is only valid for five (5) years from the date of issuance. If the applicant wishes to continue this use of the site, they must file an application and return to Plan Commission for further review.
22. The private parking facility approved on the subject site shall be used for auto inventory storage only. There shall be no sales activity, customer viewing/showings, signage, marketing, or similar advertising activities associated with auto sales on this property.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

Please now follow the procedures listed below for obtaining your conditional use:

1. Please revise your plans per the above conditions and submit **five (5) copies** of a complete, fully dimensioned and scaled plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off. The final site plan shall be accompanied by the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, 126 S. Hamilton Street. This submittal shall all also include one complete digital plan set in PDF format. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.
3. The approval is valid for one (1) year from the date of the Plan Commission approval. During this time, the applicant must either lawfully commence the use or obtain a building permit and begin erecting the building. If the applicant obtains a valid building permit, construction must commence within six (6) months of the date of issuance. The building permit shall not be renewed unless construction has commenced as is being diligently prosecuted.
4. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. The Zoning Administrator may issue permits for minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the City Plan Commission and the conditional use approval standards.
5. The Plan Commission retains continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses.

If you have any questions regarding obtaining your conditional use or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 243-0554.

Sincerely,



Sydney Prusak
Planner

I hereby acknowledge that I understand and will comply with the above conditions of approval for the conditional use permit.

Signature of Applicant

Signature of Property Owner (if not the applicant)

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cc: Jeff Quamme, Engineering Mapping
Sean Malloy, Traffic Engineering
Jenny Kirchgatter, Zoning

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Prusak)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input type="checkbox"/>	Fire Department	<input type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Other: