

**PLANNING DIVISION REPORT
DEPARTMENT OF PLANNING AND COMMUNITY
AND ECONOMIC DEVELOPMENT
Of April 30, 2008**

RE: ID # 10179, Demolition Permit – 1501 Monroe Street

1. Requested Actions: Approval of a demolition permit to allow demolition of two commercial buildings and the construction of a four-story, 48-room hotel.
2. Applicable Regulations: Section 28.04 (22) provides the guidelines and regulations for the approval of demolition permits.
3. Report Prepared By: Timothy M. Parks, Planner.

GENERAL INFORMATION

1. Applicants & Property owners: Robert J. Sieger, Wisconsin Avenue Associates/ Sieger Architects; 1501 Monroe Street; Madison.

[Note: The development plans also list Professional Hospitality as an owner.]
2. Development Schedule: The applicant wishes to commence construction as soon as all regulatory approvals have been granted, with completion scheduled for June 2009.
3. Location: Approximately 0.44 acres generally located at southeast corner of Monroe and Regent streets, Aldermanic District 13; Madison Metropolitan School District.
4. Existing Conditions: The existing building consists of a split-level building housing a bar, the applicant's architecture firm, a former pizzeria, and sportswear store at the grade of Monroe Street. A coffeehouse is located in a lower level space at the elevation where Regent Street meets the alley that runs along the backside of the building. A mezzanine level is located above the sportswear store a half-story above Monroe Street. The site is zoned C2 (General Commercial District) and C3 (Highway Commercial District).
5. Proposed Land Use: A four-story, 48-room hotel.
6. Surrounding Land Use and Zoning:
North: University of Wisconsin Fieldhouse, Camp Randall Stadium, Fire Station #4;

South: Madison Chinese Christian Church, one and two-family residences, zoned R4A (Limited General Residence District);

West: New Orleans Takeout, Stadium Barbers, Mickie's Dairy Bar, Gulliver's Travels, zoned C2 (General Commercial District);

- East: The Regent apartment tower, zoned R6 (General Residence District) and M1 (Limited Manufacturing District), various commercial business along Regent Street in C2 zoning.
7. Adopted Land Use Plan: The Comprehensive Plan identifies the south side of Monroe Street from Regent to Van Buren streets, including the subject site, for neighborhood mixed-use redevelopment. The site is also included in Area #3 of the Monroe Street Commercial District Plan, which recommends mixed-use redevelopment of the Monroe Street block face bounded by Oakland Avenue on the west and Regent Street on the east with two to four-story buildings. The plan includes the opportunity for a projecting or tower-type element at the Regent Street intersection.
 8. Environmental Corridor Status: The property is not located within a mapped environmental corridor.
 9. Public Utilities & Services: The property is served by a full range of urban services.

STANDARDS FOR REVIEW

This application is subject to the demolition standards of Section 28.04 (22).

Note: This application was filed on March 19, 2008 before the effective date of the recently adopted ordinance changing the demolition permit process and standards. As a result, this application shall be reviewed using the previous process and standards.

PREVIOUS REQUESTS

On January 8, 2007, the Plan Commission referred an earlier request by the applicant to rezone the subject site from C2 and C3 to PUD-GDP to allow construction of a five-story mixed-use building containing 13,500 square feet of retail space, 10,025 square feet of office space and 39 residential condominium units. The Planning Division expressed concerns that the scale and mass of the earlier request was not contextually appropriate for this location and that it failed to represent the vision for the area espoused in the then-draft Monroe Street Commercial District Plan, which at the time recommended 2-3 story buildings on this block.

On July 9, 2007, the Plan Commission referred a revised request to rezone the site from C2 and C3 to PUD-GDP to allow construction of a four-story mixed-use building containing 11,285 square feet of retail space, 12,160 square feet of office space and 24 residential units. The matter was referred to allow the developer to further work with the neighborhood to address concerns raised about the four-story iteration of the project.

On December 17, 2007, the Plan Commission placed on file a request to demolish the existing buildings so that a five-story, 48-room hotel could be constructed on the subject site. In placing this matter on file, the Plan Commission found that the proposed hotel development did not meet the standards for approval, citing the nature of the proposed use and the concerns about it being detrimental to the neighborhood. The Commission also stated that they did not believe the hotel met the recommendations of the adopted Monroe Street Commercial District Plan in regard to the scale, height and setback or the Comprehensive Plan in regard to scale.

PLAN REVIEW

The applicant has revised his proposal and made a new application for approval of a demolition permit to construct a hotel on the site of two existing commercial buildings located at the southeastern corner of Monroe and Regent streets. The new proposal continues to call for a 48-room hotel on the 0.44-acre site. However, the building has been lowered from a five-story structure to a four-story structure and the building mass has been moved closer to Monroe Street, whereas the previous proposal had the mass centered on the property. The reduced height translates into a lower-scaled building with a height of 46.5 feet as measured from the mean elevation of Monroe Street, the grade of which drops from Oakland Avenue northeasterly towards Regent Street. The height of the current hotel proposal is less than the 54-foot mean height of the building along Monroe Street proposed with the previous proposal. Due to a grade change present across the site from Monroe Street to the mid-block alley that separates the commercial uses along Monroe from the primarily residential uses along Madison Street, an additional 9 feet, 8 inches of the building will be visible from the alley and Regent Street. The height of the building along the alley is reduced slightly from the approximately 11 feet of exposed rear wall proposed on the earlier five-story proposal.

Plans for the proposed four-story hotel continue to call for access to the site to be provided from Regent Street via the mid-block alley that forms the easterly boundary of the site, which will be partially widened onto the subject site to accommodate the hotel traffic. Vehicles entering the site will have the option of parking in 34 alley-level stalls located below the building or in 17 parking stalls located on a level below the alley parking. Some of the 17 stalls on the lower level will be stacked spaces for use by a hotel valet. The alley-level parking area will be separated from the alley by a hip wall, resulting in the under-building area being partially exposed to the southeast. A loading zone will be located along the alley outside the hip wall. A trash enclosure for the hotel will also have access from the alley. The parking valet office and a secondary entrance with access to the main hotel lobby on the level above will be located at the alley level. The 51 parking spaces proposed to serve the hotel exceed the 48 spaces required by zoning, which requires one stall per lodging room.

The first floor of the hotel continues to be located at the grade of Monroe Street and will include the registration area, hotel office, two conference rooms, a small spa and a lobby lounge. Details regarding the scope of services and intended users of the lounge, conference rooms and spa

should be clarified by the applicant prior to construction if the Plan Commission approves the project.

The first floor lobby will largely be recessed under the upper three floors of the hotel, although less so than in the earlier five-story proposal. The area between this recessed façade is shown on the development plans as a covered entry. The building elevations facing Monroe Street show a total of three doors leading to the covered entry plaza from the lobby, though those openings are not identified on the first floor plans. The entry plaza appears to be located at the same elevation or just slightly above the grade of the public sidewalk along Monroe Street, with large planters shown to demarcate the space between the sidewalk and the plaza.

The 48 guest rooms proposed will be located above the first floor, with 4 suites and 12 guest rooms located on floors 2-4. All three suites and the six guest rooms located along either the Monroe or Regent Street façades will feature individual decks. The front walls of the decks on the second and third floors along the Monroe Street side will be built approximately to the street property line, with the fourth floor decks set back approximately 8 feet from the street line. The building and deck walls on the Regent Street side of the building will be built to that street line. The remaining 6 guest rooms on floors 2-4 will be located along the alley elevation. No decks are proposed for these 18 rooms.

Also, unlike the earlier proposal, no rooftop access is proposed for hotel guests. Plans submitted for the roof show the tops of canvas canopies for the fourth floor decks, an elevator penthouse and a trellis intended to provide a tower-like element for the building as recommended for the corner of Monroe and Regent in the Monroe Street Commercial District Plan.

The applicant indicates that the proposed four-story hotel will contain 39,857 square feet of floor area exclusive of parking. This includes the laundry room located at the sub-alley parking level, the alley-level valet office and lobby, and the four floors of the hotel but does not include the area devoted to parking, which is exempted by code from the calculation of floor area. The building is well under the maximum 3.0 floor area ratio permitted in the C2 zoning district, which would permit an approximately 58,000 square-foot building to be constructed on the 0.44-acre site.

The proposed hotel will be a modern, angular building featuring an exterior consisting of two-toned brick veneer, precast concrete panels and prominent aluminum-framed windows and window walls. The exterior of the northwesterly facing decks on floors 2-4 will include glass hip walls in metal frames. A unique element of the new design calls for a two-story tall brick colonnaded wall section to extend along the Monroe Street elevation at the same height as the two-story brick commercial buildings that comprise the rest of the blockface to Oakland Avenue in an effort to provide a better relation to the existing building context.

The two buildings to be replaced by the four-story hotel include a one-story structure housing "The Grid" sports bar, while the eastern building is a split-level structure that contains a handful

of retail/ office spaces including the applicant's architecture firm. Some of these spaces are currently vacant. An additional commercial space is located in a lower level space at the elevation where Regent Street meets the mid-block alley. The building also includes a mezzanine level located above the sportswear store and bar a half-story above Monroe Street. The boundary between the C2 and C3 zoning districts straddles the former common wall of the two component structures, with the C3 zoning of the eastern portion representative of a former use of that building as an automobile dealership (a use not permitted in C2 zoning).

ANALYSIS

As with the December 2007 application for the five-story hotel, the proposal before the Plan Commission at this time is solely a demolition permit in the existing C2 and C3 commercial districts. The plans presented for the four-story 48-room hotel propose a building that is less than 40,000 square feet of floor area, which is the threshold that would require review of the hotel as a conditional use. As such, the Plan Commission shall only review the current proposal using the standards for demolitions contained in Section 28.04 (22) of the Zoning Ordinance. A detailed report from the Zoning Administrator examining the specific usage of the project floor area is attached to this report as part of the general review of the project's compliance with the Zoning Ordinance.

The statement of purpose for the demolitions note that "the good maintenance and rehabilitation of existing buildings..." and "...the careful consideration and planning of changes in the urban landscape are a public necessity and are required in the interest of the health, prosperity, safety, and welfare of the people." In considering any request to demolish a principal building, the Plan Commission is asked to consider the structural soundness of a building, its economic productivity and its suitability for rehabilitation and repair or relocation. The Commission is also asked to evaluate the proposed alternative uses of a property before the existing buildings are razed or moved. When reviewing both the demolition of the existing building and proposed use of the site following the demolition, the Commission is asked to consider the effects the proposal would have on "the normal and orderly development and improvement of surrounding properties...after giving due consideration to the adopted master plan." Commission members are encouraged to consult the standards for the review of demolitions, which are attached.

Condition of the Existing Building

The applicant previously submitted detailed floorplans that note the building materials present in the bi-level building of the existing building as well as a preliminary structural assessment of the building prepared by a structural engineer and supporting photos of both the interior and exterior. These materials are offered again with the new application to support the proposed demolition. The structural assessment report indicates that a variety of structural deficiencies are present in the two-building complex, including settling of the foundation, damage to floor and roof joists and distress to some of the exterior brick. The report includes short-term solutions for maintaining the buildings but notes that more extensive repairs would be required if the complex

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was to be preserved. The report also suggests that the cost of any permanent repairs to the existing building may exceed their value, though an estimate of those potential costs was not included.

Staff has conducted informal visits to the building within the last few years and found its interior spaces to appear to be in an average state of repair commensurate with the age of the building. A more formal inspection of the building has not been conducted to determine its structural soundness. It is not considered to be of a historical character, in part due to the alterations to the structure, which were formerly two separate buildings joined through a common mezzanine added during contemporary renovations. Staff indicated during its review of the earlier demolition permit request for the site that, due to the generally average condition and age of the building, the proposed hotel appeared to be a more economically productive future use of the site than the existing commercial complex. Planning Division staff continues to believe this to be the case.

Conformance with City Plans

The Comprehensive Plan identifies the south side of Monroe Street from Regent to Van Buren streets, including the subject site, for neighborhood mixed-use redevelopment. In general, neighborhood mixed-use (NMU) areas are intended to include commercial spaces primarily geared towards serving the surrounding neighborhoods, with any residential uses in NMU areas generally not to exceed 40 dwelling units per acre. The scale of buildings in neighborhood mixed-use areas should generally be between two and four stories in height, though building heights, as well as intensity of use and residential densities can vary as established in an adopted neighborhood or special area plan.

The Comprehensive Plan also indicates "neighborhood-serving commercial buildings and uses" within neighborhood mixed-use areas are "primarily intended to serve the adjacent neighborhoods." However, "neighborhood mixed-use districts may also include specialty businesses serving wider markets, provided the size of establishment and scale of building is consistent with the character of the district and the surrounding neighborhood." The Comprehensive Plan does not define a "specialty business." Staff indicated during its review of the earlier hotel proposal that a specialty business *could* be construed to include hotels, which are permitted uses in the existing C2 and C3 commercial zoning present on the site and to the east along Regent Street.

The Comprehensive Plan also calls for more specific land use and design recommendations for specific areas of the City to be detailed in an adopted special area or neighborhood plan. In this case, the applicable adopted special area or neighborhood plan is the Monroe Street Commercial District Plan, which includes detailed development recommendations for each blockface along Monroe Street from Regent Street to Glenway Street, including urban design recommendations for building placement, height and articulation. The Common Council adopted the plan in March

2007 with a provision that redevelopment projects along most of the corridor could be developed with two- to four-story buildings with the understanding that lot size, proximity to other building forms, setbacks, step-backs, and floor-to-floor height shall all be considered when reviewing the redevelopment of properties on Monroe Street. The building massing recommendations in the plan are intended to mirror the predominant commercial development pattern present along Monroe Street, which overall has relatively few four-story commercial buildings and only one building greater than four stories along its length. The plan generally discourages buildings taller than four stories along Monroe Street and recommends that buildings be compatible with the buildings near them along Monroe and streets behind. The plan suggests that setbacks, fenestration and "other similar significant features" can mitigate height and notes that height should be measured both in terms of number of stories and overall height. The plan also notes that "there are no absolutes" and that each project should be considered on a case-by-case basis with an emphasis on a project's compatibility with its surroundings.

The plan encourages buildings along Monroe Street in the block between Regent Street and Oakland Avenue to step down in height along the rear alley in order to provide a "comfortable transition...to the residential neighborhood behind" and includes an opportunity for a projecting bay or tower-type element at the Regent Street intersection. The plan also encourages rear building parking, service and loading from the mid-block alley, and pedestrian-oriented storefronts along both Monroe and Regent for this block.

In general, the Planning Division believes that the design for the proposed hotel abides by many of the general recommendations of the Monroe Street Commercial District Plan. Unlike the previous hotel proposal, the current project calls for the building mass to be pulled up to the Monroe Street sidewalk on the first through third floors of the building, with a modest setback proposed at the fourth floor. This results in a building that is more in keeping with the plan's design guidelines than the previous five-story proposal, which was pulled in from Monroe Street and more centered on the site. The four-story proposal also appears to conform to the maximum building heights recommended in the plan. The four-story hotel proposal calls for a 15-foot, 3-inch tall first floor and 10-foot, 5-inch floor heights on the three floors above. Additionally, it appears that most of the mechanical equipment for the hotel has been located within the building itself and not on the roof, which should aid in reducing noise impacts on the residential area to the south.

With the building pulled closer to Monroe Street, the project also provides a better relation to the street and sidewalk. The amount of plaza space between the Monroe sidewalk and hotel lobby is reduced, and little vertical separation between the sidewalk and entry plaza is now proposed. The applicant also proposes to visually extend the roofline of the commercial buildings west of the site across a portion of the lower two floors of the Monroe Street elevation in an effort to better relate the scale of the project to the existing scale present on this block.

The distance of the proposed hotel from the alley and the residential uses along Madison Street, however, has not changed from the setbacks proposed in the five-story concept, though the mass of the building adjacent to these residential uses has been reduced by virtue of the removal of the fifth floor.

The project also continues to take access for parking and service from the rear of the site via the alley and Regent Street as recommended in the Monroe Street Commercial District Plan. However, concerns are likely to continue to be expressed by nearby residents about the ability for the alley to manage traffic from this development and the congestion that may result at the alley's intersection with Regent Street. An initial traffic assessment was provided with the current application that indicates that the proposed hotel may have less traffic impact on the alley and surrounding streets than the existing commercial buildings. One of the assumptions used in the analysis notes that hotels tend to have more off-peak vehicle trips than retail/service businesses. The assessment is provided with your materials.

Impacts on Neighborhood Development

The Plan Commission is asked to consider the height of the building and give consideration to both the use, scale and intensity of this project and surrounding land uses and the evolving context along Monroe Street when determining if this proposal comports to the design guidelines in the Monroe Street Commercial District Plan and the normal and orderly physical development of the surrounding area as provided in the demolition standards.

The Commission should also consider the effects on the normal and orderly development of the surrounding area caused by the establishment of the hotel at the scale being proposed and whether the current four-story proposal alters the concerns expressed by members of the Commission last December that the proposed hotel could be detrimental to the neighborhood. While the establishment of a hotel at the corner of Monroe and Regent streets could add to the vitality of the surrounding commercial area and capitalize on its relative location near the University of Wisconsin, Edgewood College and Meriter Hospital, the Plan Commission should also consider the appropriateness of a transitional lodging use at this location on the edge of four low-density residential neighborhoods: the Vilas neighborhood to the south, the Greenbush neighborhood to the east, the Dudgeon-Monroe neighborhood to the southwest and the Regent to the northwest. As noted previously, hotels and other transitional lodging facilities have traditionally been located either in the downtown core, along major regional transportation corridors like the Beltline or E. Washington Avenue or on the edges of the City. However, the scale of these traditional hotels has generally been greater, with higher room counts and either larger building masses in the City's core or larger footprints when located away from the core.

The Commission should also be prepared to address any continuing concerns raised about the operation of the proposed hotel, including the management of patron usage of the 30 room decks overlooking Monroe Street. This could include concerns about the operation of the hotel and use

of the entry plaza and decks in conjunction with events at the UW Fieldhouse and Camp Randall Stadium. Staff notes that separate conditional use approvals would be required in order for the hotel to establish an accessory outdoor use such as a stadium/ fieldhouse-related beer garden or an outdoor eating area.

Finally, the Planning Division recommends that the Plan Commission consider requiring that the developer provide proof of financing and other mechanisms to ensure that the hotel is built as proposed if approved. Staff feels that it is important in the case of this project to ensure that the hotel will be built if approved so as to avoid the possible creation of a vacant site at what is a very important intersection in the City.

CONCLUSION

The applicant is essentially asking the Plan Commission once again to approve a demolition permit and to consider the hotel an appropriate proposed alternative use of the property as part of its consideration of the proposed four-story, 48-room hotel. As presented, the proposed hotel development is a permitted use in the existing C2 and C3 commercial zoning of the site. The Commission previously determined that a hotel was not an appropriate use for this property in placing an earlier request for a five-story hotel on this site on file. At that time, the Plan Commission cited the nature of the proposed use and the concerns about it being detrimental to the neighborhood and stated that they did not believe the hotel met the recommendations of the Monroe Street Commercial District Plan in regard to the scale, height and setback or the Comprehensive Plan in regard to scale. The Commission will need to determine if the plan for the four-story hotel, which appears to comport to many of the key recommendations of the Monroe Street Commercial District Plan in particular, can meet the "old" demolition standards (i.e. the same standards that the previous proposal was reviewed against).

The standards for approval of demolition permits require the Plan Commission to make a finding that both the requested demolition and the proposed use are compatible with the purpose of the demolition section and the intent and purpose expressed in the Zoning Code for the zoning district in which the property is located. When making this finding, the Plan Commission shall consider and may give decisive weight to any relevant facts including, but not limited to the effects the proposed demolition and proposed use of the subject property would have on the normal and orderly development and improvement of surrounding properties, the reasonableness of efforts to relocate the building, including, but not limited to the costs of relocation, the structural soundness of the building, and limits that the location of the building would place on efforts to relocate it, and the availability of affordable housing after giving due consideration to the adopted master plan. The purpose section of the demolition standards indicates, in part, that the purpose of the section is to foster and encourage the preservation of buildings which are structurally sound, economically productive, and suitable for rehabilitation and repair. The

purpose section also requires the Plan Commission to evaluate the proposed alternative uses of the property before existing buildings are destroyed or moved.

The applicant previously provided a report that identified structural deficiencies with the existing building and included short-term solutions for maintaining the buildings. The report noted that more extensive repairs would be required if the complex was to be preserved. The report also suggested that the cost of any permanent repairs to the existing building might exceed their value, though an estimate of those potential costs was not included. If necessary, the Plan Commission could ask for additional information to be submitted regarding the costs to repair the existing buildings before making its decision on whether to permit their demolition. Whether the existing buildings can be economically productive is a judgment call that should be informed by information provided by the applicant. However, it could be argued that the proposed hotel is being proposed because it is a more economically productive solution for the property than maintaining the existing buildings.

RECOMMENDATION

If the Plan Commission **can** find the proposed project is in conformance with the standards for approval for demolition permits, including the impacts the project will have on the normal and orderly development of surrounding properties given due consideration of the recommendations in the Comprehensive Plan and Monroe Street Commercial District Plan, the Commission should approve the demolition permit for 1501 Monroe Street subject to input at the public hearing and the following conditions:

1. Comments from reviewing agencies.
2. That the plans be revised per Planning Division approval as follows:
 - a.) accurately label and note the number of parking spaces that will serve the hotel;
 - b.) show the location of all air intakes on the building elevations, including openings for room-based climate control equipment;
 - c.) clearly identify all unexcavated areas proposed;
 - d.) show screening and noise attenuation for any rooftop mechanical equipment proposed;
 - e.) show the height above the grade of Monroe Street as 46.5 feet on Sheet A4.3;
 - f.) clarify the scope of services and intended users of the lounge, conference rooms and spa;
 - g.) reflect all of the proposed wall openings on the floorplans;
 - h.) that no rooftop access be permitted by the elevator.

3. That the developer receive all necessary approvals from the City of Madison of any building encroachments (utility vaults, overhangs or projections) into the Monroe Street and Regent Street rights of way.
4. That the developer submit proof of financing and an executed contract with a construction firm, which provides assurances that the project will be completed once started, in a form acceptable to the Director of the Department of Planning and Community & Economic Development prior to any permits being issued.
5. That any alterations to the development plans for the proposed hotel following the approval of the demolition permit and prior to the issuance of a Certificate of Occupancy for the same be approved by the director of the Planning Division in consultation with the district alderperson. Any alterations not approved by the director shall be considered by the Plan Commission using the same demolition standards used to review the initial proposal following a duly noticed public hearing (Class II notification).

If the Plan Commission finds that the demolition standards **cannot** be met with this request, the Commission should place this application on file and should indicate the factors that it has considered and its findings in reaching this conclusion.

Section 28.04 (22) – Approval of Razing, Demolition, Removal, or Wrecking

(For Plan Commission use in considering the demolitions on the May 5, 2008 agenda)

- (a) Statement of Purpose. It is hereby declared a matter of public policy that the good maintenance and rehabilitation of existing buildings, the preservation of safe and sanitary housing available at reasonable prices, and the careful consideration and planning of changes in the urban landscape are a public necessity and are required in the interest of the health, prosperity, safety, and welfare of the people. The purpose of this section is to:
1. Foster and encourage the preservation of existing buildings which are structurally sound, economically productive, and suitable for rehabilitation or repair. (Am. by Ord. 12,279, 12-14-98)
 2. Encourage voluntary compliance with building and minimum housing codes.
 3. Aid in the preservation of residential neighborhoods.
 4. Require the Plan Commission to evaluate proposed alternative uses of property before existing buildings are destroyed or moved. (Am. by Ord. 12,760, 2-27-01)
 5. Allow the property owner to have a decision on approval or disapproval of the proposed use of the property before he or she takes the irrevocable step of demolishing or moving his or her existing building or buildings. (Am. by Ord. 12,760, 2-27-01)
 6. Foster and encourage adherence to the intent and purpose of the Zoning Code, as expressed in that code's general intent and purpose, Section 28.02 of the Madison General Ordinances, and as expressed in the individual Statements of Purpose for each of the zoning districts established by the code.
 7. Encourage the relocation of existing buildings that are suitable for continued use at another location and to encourage the re-use and recycling of materials from buildings that are razed, demolished or wrecked. (Cr. by Ord. 13,713, 10-26-04)
- (b) Application for Permit. No building as defined in Section 29.03 of the Madison General Ordinances shall be razed, demolished, removed or wrecked without a permit from the Neighborhood Preservation and Inspection Division of the Department of Planning and Community and Economic Development. Applications for moving or wrecking permits shall be submitted to the Director of the Neighborhood Preservation and Inspection Division. An application for a moving permit shall be made pursuant to Sec. 29.12 of the Madison General Ordinances. An application for a wrecking permit shall contain a clear, detailed and complete statement of the present or most recent use and the use proposed to be made of the property if the wrecking permit is approved. The Director of the Neighborhood Preservation and Inspection Division shall notify the District Alderperson of all applications for moving or wrecking permits. An application for a wrecking permit

shall include a plan for recycling materials from the building to be demolished. (Am. by Ord. 12,760, 2-27-01; Ord. 13,713, 10-26-04)

(c) Standards. Applications for wrecking permits shall not be approved, except as provided in Section 28.04(22)(d) of the Madison General Ordinances, unless the following conditions are met:

1. The Zoning Administrator issues a zoning certificate for the proposed use of the property. For the purpose of this subdivision, a zoning certificate shall mean a certification in writing that the proposed use of the property would be in compliance with the provisions of the Zoning Code, Chapter 28, Madison General Ordinances.
 - a. If the Zoning Administrator finds that the proposed use of the property is not in compliance with the provisions of the Zoning Code, the applicant for a wrecking permit may follow the procedures provided by the Zoning Code to apply for an amendment pursuant to Section 28.12(10) of the Madison General Ordinances or for a conditional use permit pursuant to Section 28.12(11) for the proposed use. All of the provisions of Sections 28.12(10) and 28.12(11) shall apply to said applications, except that the time limit for commencement of the conditional use, pursuant to Section 28.12(11)(b)3., shall be eighteen (18) months instead of twelve (12) months.
 - b. If after the procedures provided in Paragraph 1. are followed, the proposed use of the property would be in compliance with the provisions of the Zoning Code, the Zoning Administrator shall grant a zoning certificate for the proposed use, pursuant to Madison General Ordinance Section 28.12(5)(a).
2. The Plan Commission finds that both the requested demolition and the proposed use are compatible with the purpose of this section and the intent and purpose expressed in the Zoning Code for the zoning district in which the property is located. When making this finding the Commission shall consider and may give decisive weight to any relevant facts including but not limited to the effects the proposed demolition and proposed use of the subject property would have on the normal and orderly development and improvement of surrounding properties, the reasonableness of efforts to relocate the building, including but not limited to the costs of relocation, the structural soundness of the building, and the limits that the location of the building would place on efforts to relocate it, and the availability of affordable housing after giving due consideration to the adopted master plan. (Am. by Ord. 12,279, 12-14-98; Ord. 13,248, 2-11-03; Ord. 13,713, 10-26-04)
3. In the case of landmarks or improvements located in an Historic District, consideration and approval of wrecking permits by the Plan Commission shall be contingent upon the prior issuance of a certificate of appropriateness therefore by

the Landmarks Commission pursuant to Section 33.19(5)(c) of the Madison General Ordinances.

4. In the case of an application for a wrecking permit, consideration and approval of wrecking permits by the Plan Commission shall be contingent upon prior approval of the plan for recycling materials by the Recycling Coordinator. (Cr. by Ord. 13,713, 10-26-04)

(d) Exemptions.

1. Wrecking permits may be issued without the prior approval referred to in Subdivision (c) above whenever any one of the following conditions is present, provided that the subject building has not been used at any time as a single-family or multiple-family dwelling in whole or in part, is not a landmark or is not located in an Historic District: (Am. by Ord. 11,702, 11-13-96)
 - a. The Director of the Neighborhood Preservation and Inspection Division finds that the building proposed to be wrecked or demolished is structurally unsound subject to an appeal as provided in Section 29.18 of the Madison General Ordinances. The applicant may support the request with the report of a licensed architect or engineer certifying that the building is structurally unsound and giving the reasons therefore. (Am. by Ord. 10,301, 9-12-91)
 - b. The Director of the Neighborhood Preservation and Inspection Division determines that the building proposed to be wrecked or demolished is an accessory building as defined in Section 28.03(2) of the Madison General Ordinances.
 - c. (R. by Ord. 11,914, 8-18-97)
2. Wrecking permits may be issued without the prior approval referred to in Subdivision (c) above, provided that the building proposed to be wrecked or demolished is owned by the City of Madison and the project necessitating the demolition has been recommended by the Plan Commission and approved by the Common Council. (Cr. by Ord. 12,411, 7-23-99)
3. Wrecking permits not requiring the prior approval referred to in Subdivision (c) above shall be issued, denied or deemed denied by failure to issue within seven (7) business days of the date of application. (Am. by Ord. 8336, 5-15-84; Renum. by Ord. 12,411, 7-23-99)
4. The Common Council, upon recommendation of the Landmarks Commission, may adopt standards under which applications for wrecking permits for certain types of nonresidential buildings or structures which are located in an Historic District but which are neither landmarks nor improvements that contribute to the distinctive architectural or historic character of the District as a whole may be

exempted from the public hearing requirements in Section 28.04(22)(e). (Cr. by Ord. 8336, 5-15-84; Renum. by Ord. 12,411, 7-23-99)

- (e) Hearings on Applications for Wrecking Permits. The Plan Commission shall hold a public hearing on each application for a wrecking permit, and shall follow the same procedures required for other hearings by Madison General Ordinance Section 28.12(10)(d) and (e), except that if the applicant for a wrecking permit requests an amendment to the Zoning Code pursuant to Section 28.12(10) or a conditional use permit pursuant to Section 28.12(11) or if said wrecking is a detail of a proposed General Development Plan for a planned development under Section 28.07 of the Madison General Ordinances, the wrecking permit application shall be considered together with said amendment to the Zoning Code, conditional use and/or General Development Plan. In addition, the hearing on the application for said wrecking permit and any appeal thereof of the decision of the Plan Commission shall follow the provisions of Madison General Ordinances Sections 28.12(10), 28.12(11) and/or 28.07(4), (5) and (6) as appropriate, including but not limited to those provisions which relate to the filing of a verified petition and the voting requirements on appeal to the Common Council. In the case of landmarks or improvements located in an Historic District, however, the public hearing on the wrecking permit shall be held only by the Landmarks Commission pursuant to Section 33.19(5)(c); the public hearing on the proposed use of the property should a certificate of appropriateness be issued, shall be held by the Plan Commission pursuant to this subsection.
- (f) Appeals. An appeal from the decision of the City Plan Commission may be taken to the Common Council by the applicant for the wrecking permit or by the Alderperson of the district in which the building proposed to be wrecked is located. Such appeal must specify the grounds thereof in respect to the findings of the City Plan Commission and must be filed with the office of the Zoning Administrator within ten (10) days of the final action of the City Plan Commission. The Zoning Administrator shall transmit such appeal to the City Clerk who shall file the appeal with the Common Council. The Common Council shall fix a reasonable time for the hearing of the appeal, and give public notice thereof as well as due notice to the parties in interest, and decide the same within a reasonable time. The action of the City Plan Commission shall be deemed just and equitable unless the Common Council, by a favorable vote of two-thirds (2/3) of the members of the Common Council voting on the matter, reverses or modifies the action of the City Plan Commission. Provided, however, that if the applicant for a wrecking permit has requested an amendment to the Zoning Code pursuant to Section 28.12(10) or a conditional use permit pursuant to Section 28.12(11) or if said wrecking is a detail of a proposed General Development Plan, action on those requests, as indicated supra in Subsection (3), is not to be appealed to the Common Council under this subsection.

(Section 28.04(22) Cr. by Ord. 8117, 10-3-83)



Department of Public Works
City Engineering Division

608 266 4751

Larry D. Nelson, P.E.
City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
608 264 9275 FAX
1 866 704 2315 Textnet

Deputy City Engineer
Robert F. Phillips, P.E.

Principal Engineers
Michael R. Dalley, P.E.
Christina M. Bachmann, P.E.
John S. Fahrney, P.E.
Gregory T. Fries, P.E.

Facilities & Sustainability
Jeanne E. Hoffman, Manager
James C. Whitney, A.I.A.

Operations Manager
Kathleen M. Cryan

Hydrogeologist
Joseph L. DeMorett, P.G.

GIS Manager
David A. Davis, R.L.S.

Financial Officer
Steven B. Danner-Rivers

DATE: April 18, 2008
TO: Plan Commission
FROM: Larry D. Nelson, P.E., City Engineer
SUBJECT: 1501-1509 Monroe Street Demolition

The City Engineering Division has reviewed the subject development and has the following comments.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. Show downspouts and how they shall be connected to the public storm sewer system.
2. The Developer shall note that no construction or disturbance within the public right-of-way shall be permitted without a Development Agreement with the City of Madison. The Developer is encouraged to meet with City staff to develop a schedule for public improvements required for the proposed building on this site.
3. The Developer shall comply with the conditions set forth in the comments from the City Engineer dated December 5, 2007.

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

Engineering Division Review of Planned Community Developments, Planned Unit Developments and Conditional Use Applications.

Name: 501-509 Monroe Street Demolition

General

- 1.1 The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
- 1.2 The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
- 1.3 The site plan shall include all lot/ownership lines, existing building locations, proposed building additions, demolitions, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.

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- 1.4 The site plan shall identify the difference between existing and proposed impervious areas.
- 1.5 The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.
- 1.6 Submit a PDF of all floor plans to Lori Zenchenko izenchenko@cityofmadison.com so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshall.
- 1.7 The site plan shall include a full and complete legal description of the site or property being subjected to this application.
- 1.8 The Developer is required to pay Impact Fees for the _____ Impact Fee District for Lot(s) _____ of the _____ Plat/CSM. The current rate is \$ _____ /1000SF for a total of \$ _____. The Developer shall select one of the following two options for payment of these fees:

- 1) Impact Fees shall be paid in full prior to Engineering sign-off of the plat/csm.
- 2) The Developer has elected to defer the payments until such time as the building permits are applied for, in which case the owner(s) shall have fourteen (14) days after receiving the invoices to pay the outstanding impact fees. The following shall be required prior to plat sign off;
 - a) The Developer shall supply an Excel spreadsheet with lot numbers, lot areas, and number of dwelling units per lot. The Developer shall supply a CADD file of the proposed FINAL plat, in a format compatible with Microstation J. This information shall be required to calculate the Impact Fees, which will then be recorded at the Register of Deeds against each lot in the subdivision..
 - b) All information shall transmitted to Janet Dailey by e-mail at Jdailey@cityofmadison.com, or on a CD to:

Janet Dailey
City of Madison Engineering Division
210 Martin Luther King Jr. Blvd
Room 115
Madison, WI 53703
 - c) A minimum of three (3) weeks shall be required for staff to calculate the Impact Fees and record the documents prior to plat sign-off.

The Developer shall put the following note on the face of the plat:

ALL THE LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE WITHIN FOURTEEN DAYS OF THE ISSUANCE OF BUILDING PERMIT(S).

Right of Way / Easements

- 2.1 The Applicant shall Dedicate a _____ foot wide strip of Right of Way along _____,
- 2.2 The Applicant shall Dedicate a _____ foot wide strip of Right of Way along _____.
- 2.3 The Applicant shall Dedicate a Permanent Limited Easement for grading and sloping _____ feet wide along _____
- 2.4 The City Engineer has reviewed the need for pedestrian and bicycle connections through the development and finds that no connections are required.
- 2.5 The Applicant shall Dedicate a Permanent Limited Easement for a pedestrian / bicycle easement _____ feet wide from _____ to _____.
- 2.6 The Developer shall provide a private easement for public pedestrian and bicycle use through the property running from _____ to _____.
- 2.7 The developer shall be responsible for the ongoing construction and maintenance of a path within the easement. The maintenance responsibilities shall include, but not be limited to, paving, repaving, repairing, marking and plowing. The developer shall work with the City of Madison Real Estate Staff to administer this easement. Applicable fees shall apply.
- 2.8 The Public Sanitary Sewer Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:
 - a. The property owner reserves the right to use and occupy the Public Sanitary Sewer Easement Area(s) in a

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manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public sanitary sewer facilities.

- b. No above-ground improvements shall be located in the Public Sanitary Sewer Easement Area(s) by the City or the property owner, with the exception that grates, sewer access structure (SAS) covers, and other access points to the public sanitary sewer facilities shall be permitted at grade level. (Optional: and with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
- c. Plantings and landscaping within the Public Sanitary Sewer Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
- d. The property owner shall not change the grade of the Public Sanitary Sewer Easement Area(s) without the prior written approval of the City's Engineering Division.
- e. The Public Sanitary Sewer Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.

2.9 The Public Sidewalk Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:

- a. The property owner reserves the right to use and occupy the Public Sidewalk Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public sidewalk improvements.
- b. No above-ground improvements will be allowed in the Public Sidewalk Easement Area(s) by the property owner. (Optional: with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
- c. Plantings and landscaping within the Public Sidewalk Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
- d. The property owner shall not change the grade of the Public Sidewalk Easement Area(s) without the prior written approval of the City's Engineering Division.
- e. The Public Sidewalk Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.

2.10 The Public Storm Sewer Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:

- a. The property owner reserves the right to use and occupy the Public Storm Sewer Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public storm sewer facilities.
- b. No above-ground improvements shall be located in the Public Storm Sewer Easement Area(s) by the City or the property owner, with the exception that grates, sewer access structure (SAS) covers, and other access points to the public storm sewer facilities shall be permitted at grade level. (Optional: and with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
- c. Plantings and landscaping within the Public Storm Sewer Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
- d. The property owner shall not change the grade of the Public Storm Sewer Easement Area(s) without the prior written approval of the City's Engineering Division.
The Public Storm Sewer Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.

2.11 The Public Water Main Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:

- a. The property owner reserves the right to use and occupy the Public Water Main Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public water main facilities.
- b. No above-ground improvements will be allowed in the Public Water Main Easement Area(s) by the property owner. (Optional: with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
- c. Plantings and landscaping within the Public Water Main Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
- d. The property owner shall not change the grade of the Public Water Main Easement Area(s) without the prior written approval of the City's Engineering Division.
- e. The Public Water Main Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.

Streets and Sidewalks

3.1 The Applicant shall execute a waiver of notice and hearing on the assessments for the improvement of [roadway] _____ in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.

3.2 **Value of sidewalk installation over \$5000.** The Applicant shall Construct Sidewalk to a plan approved by the City Engineer along _____.

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- 3.3 **Value of sidewalk installation under \$5000.** The Applicant shall install public sidewalk along _____. The Applicant shall obtain a Street Excavation Permit for the sidewalk work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. All work must be completed within six months or the succeeding June 1, whichever is later. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- 3.4 The Applicant shall execute a waiver of their right to notice and hearings on the assessments for the installation of sidewalk along [roadway] _____ in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
- 3.5 The Applicant shall grade the property line along ____ to a grade established by the City Engineer. The grading shall be suitable to allow the installation of sidewalk in the future without the need to grade beyond the property line. The Applicant shall obtain a Street Excavation permit prior to the City Engineer signing off on this development. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- 3.6 The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
- 3.7 **Value of the restoration work less than \$5,000. When computing the value, do not include a cost for driveways. Do not include the restoration required to facilitate a utility lateral installation.** The Applicant's project requires the minor restoration of the street and sidewalk. The Applicant shall obtain a Street Excavation Permit for the street restoration work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- 3.8 The Applicant shall make improvements to _____ in order to facilitate ingress and egress to the development. The improvement shall include a (Describe what the work involves or strike this part of the comment.) _____
- 3.9 The Applicant shall make improvements to _____. The improvements shall consist of _____
- 3.10 The approval of this Conditional Use does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. The curb location, grades, tree locations, tree species, lighting modifications and other items required to facilitate the development or restore the right of way shall be reviewed by the City Engineer, City Traffic Engineer, and City Forester.
- 3.11 The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.
- 3.12 The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
- 3.13 The Applicant shall obtain a privilege in streets agreement for any encroachments inside the public right of way. The approval of this development does not constitute or guarantee approval of the encroachments.
- 3.14 The Applicant shall provide the City Engineer with the proposed soil retention system to accommodate the restoration. The soil retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
- 3.15 The Applicant shall complete work on exposed aggregate sidewalk in accordance with specifications provided by the city. The stone used for the exposed aggregate shall be approved by the City. The Construction Engineer shall be notified prior to beginning construction. Any work that does not match the adjacent work or which the City Construction Engineer finds is unacceptable shall be removed and replaced.
- 3.16 All work in the public right-of-way shall be performed by a City licensed contractor.
- 3.17 Installation of "Private" street signage in accordance with 10.34 MGO is required.
- 3.18. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl, of the City Parks Department - dkahl@cityofmadison.com or 266-4816.

Storm Water Management

- 4.1 The site plans shall be revised to show the location of all rain gutter down spout discharges.
- 4.2 Storm sewer to serve this development has been designed and constructed. The site plans shall be revised to identify the location of this storm sewer and to show connection of an internal drainage system to the existing public

storm sewer.

- 4.3 The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used.
- 4.4 The applicant shall show storm water "overflow" paths that will safely route runoff when the storm sewer is at capacity.
- 4.5 The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
- 4.6 The City of Madison is an approved agent of the Department of Commerce. This proposal contains a commercial building and as such, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required.
- 4.7 This development includes multiple building permits within a single lot. The City Engineer and/or the Director of the Inspection Unit may require individual control plans and measures for each building.
- 4.8 If the lots within this site plan are inter-dependent upon one another for stormwater runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the site plan and recorded at the Dane Co Register of Deeds.
- 4.9 Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to:
 - Detain the 2 & 10-year storm events.
 - Detain the 2, 10, & 100-year storm events.
 - Control 40% TSS (20 micron particle) off of new paved surfaces
 - Control 80% TSS (5 micron particle) off of new paved surfaces
 - Provide infiltration in accordance with Chapter 37 of the Madison General Ordinances
 - Provide substantial thermal control.
 - Provide oil & grease control from the first 1/2" of runoff from parking areas.
 - Complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website – as required by Chapter 37 of the Madison General Ordinances.

Stormwater management plans shall be submitted and approved by City Engineering prior to sign-off.

- 4.10 The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
- 4.11 A portion of this project comes under the jurisdiction of the US Army Corp of Engineers and WDNR for wetland or flood plain issues. A permit for those matters shall be required prior to construction on any of the lots currently within the jurisdictional flood plain.
- 4.12 The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only the following data, each on a separate layer name/level number:
 - a) Building Footprints
 - b) Internal Walkway Areas
 - c) Internal Site Parking Areas
 - d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) All Underlying Lot lines or parcel lines if unplatted
 - g) Lot numbers or the words "unplatted"
 - h) Lot/Plat dimensions
 - i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com. Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file.

- 4.13 NR-151 of the Wisconsin Administrative Code will be effective on October 1, 2004. Future phases of this project shall comply with NR 151 in effect when work commences. Specifically, any phases not covered by a Notice of

Intent (NOI) received from the WDNR under NR-216 prior to October 1, 2004 shall be responsible for compliance with all requirements of NR-151 Subchapter III. As most of the requirements of NR-151 are currently implemented in Chapter 37 of the Madison General Ordinances, the most significant additional requirement shall be that of infiltration.

NR-151 requires infiltration in accord with the following criteria. For the type of development, the site shall comply with one of the three (3) options provided below:

Residential developments shall infiltrate 90% of the predevelopment infiltration amount, 25% of the runoff from the 2-year post development storm or dedicated a maximum of 1% of the site area to active infiltration practices.

Commercial development shall infiltrate 60% of the predevelopment infiltration amount, 10% of the runoff from the 2-year post development storm or dedicate a maximum of 2% of the site area to active infiltration practices.

- 4.14 The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, and shall have a scale bar on the plan set.
- PDF submittals shall contain the following information:
- a) Building footprints.
 - b) Internal walkway areas.
 - c) Internal site parking areas.
 - d) Lot lines and right-of-way lines.
 - e) Street names.
 - f) Stormwater Management Facilities.
 - g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
- 4.15 The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including:
- a) SLAMM DAT files.
 - b) RECARGA files.
 - c) TR-55/HYDROCAD/Etc...
 - d) Sediment loading calculations
- If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.
- 4.16 The area adjacent to this proposed development has a known flooding risk. All entrances shall be 2-feet above the adjacent sidewalk elevation or 1-foot above the 100-year regional flood elevation (whichever is greater). This includes garage entrances.

Utilities General

- 5.1 The Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- 5.2 The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- 5.3 All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.
- 5.4 The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- 5.5 The site plans shall be revised to show the location of existing utilities, including depth, type, and size in the adjacent right-of-way.
- 5.6 The developer shall provide information on how the Department of Commerce's requirements regarding treatment of storm water runoff, from parking structures, shall satisfied prior to discharge to the public sewer system. Additionally, information shall be provided on which system (storm or sanitary) the pipe shall be connected to.

Sanitary Sewer

- 6.1 Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

- 6.2 All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
- 6.3 Each unit of a duplex building shall be served by a separate and independent sanitary sewer lateral.
- 6.4 The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.



Traffic Engineering and Parking Divisions

David C. Dryer, P.E., City Traffic Engineer and Parking Manager

Suite 100
215 Martin Luther King, Jr. Boulevard
P.O. Box 2986
Madison, Wisconsin 53701-2986
PH 608 266 4761
TTY 866-704-2315
FAX 608 267 1158

August 31, 2006

Rev: January 3, 2007

Rev: June 28, 2007

Rev: December 6, 2007

Rev: April 25, 2008

TO: Plan Commission

FROM: David C. Dryer, P.E., City Traffic Engineer and Parking Manager

SUBJECT: **1501 Monroe Street – Demolition – 48 Room Hotel**

The City Traffic Engineering Division has reviewed the subject development and has the following comments.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. The applicant has included a traffic impact study, which the Plan Commission should carefully consider.
2. In the past several staff reports to the Plan Commission, staff have noted the following:
 - a) The applicant's traffic study is reasonably accurate and complete, however:
 - 1) Staff cautions that the traffic numbers noted in the report have a range, with a resultant impact on level of service and traffic impacts.
 - 2) The applicant's estimated traffic numbers show that the new development could represent a decrease from existing uses, as the proposal is for a less intense use.
 - 3) However, staff cautions the actual number of trips could be about the same amount of existing traffic as the current use is not fully occupied or realizing its full potential of trips.
 - 4) Given a more fully occupied or successful site, actual traffic numbers could be about the same as existing traffic, with potentially more in the p.m. peak hour.
 - 5) Previous traffic studies have found traffic level of service issues at the alley's intersection with Regent St during the p.m. peak hour, using existing traffic conditions.
 - 6) Several options are suggested for the Plan Commission and Common Council to consider in order to provide for more adequate measures for traffic and

ingress/egress (noted below).

- 7) To minimize traffic in the neighborhood; to better accommodate any new re-development of the property; and to provide two-way bicycle access to Monroe Street and the Southwest Bike Path, it is recommended to change Oakland Ave to two-way traffic where it is currently one-way into the neighborhood (Monroe St to Madison St). The Council would have to approve this as an ordinance change. Using Oakland Avenue more than today would better support any development on the block because it provides an alternative to the alley's intersection with Regent St.
 - 8) To address any potential traffic impacts on the surrounding neighborhood streets, the applicant shall provide a deposit of \$20,000 for traffic calming. Said monies shall be used at locations to be determined by the City and implemented under the City's traffic calming program, policies and procedures.
3. Any accessory parking for the University of Wisconsin special events are subject to approval. The subject is conditionally approved provided the subject accessory parking is used, managed and operated in accordance with the City-approved Stadium / Kohl Center Transportation Management Plan (TMP). The applicant should contact the UW Athletic Dept. The applicant should provide a letter of approval from the UW Athletic Dept. about management and operating the accessory parking. If the applicant is proposing any special events activities, these activities should be submitted with this project for conditions of approval.
 4. The applicant shall enter into a subdivision contract or developer's agreement to accommodate any street improvements proposed in the right of way. The applicant shall note on the site plans, "All proposed improvement in the right-of-way is require approval of the Board of Public Works."
 5. The attached Traffic Signal and St. Light declaration of conditions and covenants shall be executed and returned to City Traffic Engineering.

PEDESTRIAN AND BICYCLE TRANSPORTATION REVIEW COMMENTS

6. The applicant shall indicate the type of bicycle racks to be installed both inside and outside.

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

7. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), adjacent driveway approaches to lots on either side and across the street, signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
8. When site plans are submitted for approval, the developer shall provide recorded copies of the lease parking area across the alley and the parking shall be dimensioned according to M.G.O. for design parking, if the parking is part of the project. If the area parking is not part of the project the applicant shall remove the parking from site plans.

9. The ramp down to the underground parking and its percent of slope shall be designed to accommodate low-clearance vehicles for a transition. The ramp breakover angle (limited by vehicle wheel-base and ground clearance) and angles of approach (affected by front overhang of vehicles) and departure (affected by rear overhang) are critical vehicle clearance points. Standards established by the Society of Automotive Engineers limit the ramp breakover angle to no less than 10 degrees; angle of departure, no less than 10 degrees; and angle of approach, no less than 15 degrees. The applicant shall provide a profile of the ramp showing the slopes critical clearance, when plans are submitted for approval. The applicant should explore ramp slopes (grades) less than 10 % that can be blended satisfactorily with an 8-foot transition length.
10. The applicant shall modify the Sub Alley Level 1 parking area as noted: The parking facility shall be modified to provide for adequate internal circulation for vehicles. This can be accommodated by eliminating a parking stall at the dead ends. The applicant shall eliminate one stall shall be modified to provide a turn around area and signed "No Parking Anytime." The applicant should consider parking space number 8 for turn around space.
11. The Developer shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
12. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

Please contact John Leach, City Traffic Engineering at 267-8755 if you have questions regarding the above items:

Contact Person: Robert Sieger
Fax: 283-6101
Email: siegerarchitects@sbcglobal.net

DCD: DJM: dm

**CITY OF MADISON
INTERDEPARTMENTAL
CORRESPONDENCE**

Date: May 5th 2008

To: Plan Commission
From: Matt Tucker, Zoning Administrator
Subject: 1501-1509 Monroe Street

Present Zoning District: C2/C3

Proposed Use: Demolish retail/commercial buildings to build a 4 story hotel.

Conditional Use: 28.04(22) Demolition of principal buildings requires Plan Commission approval.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project). **NONE.**

GENERAL OR STANDARD REVIEW COMMENTS

1. The submitted plans reflect that the proposal is three (3) parking spaces in excess of the minimum parking requirement. The increase in provided parking for the hotel use is within the maximums identified in the ordinance, however, be advised, Sec. 28.09(2)(d) 20. identifies non-accessory parking garages as a *Conditional Use*. Should excess parking be proposed for lease or rent, conditional use approval is required before excess parking may be leased or rented. Staff recommends that no parking space be leased or rented within this development.
2. The submitted plans and specification show the building to provide 39,857 sq. ft. of qualifying floor area. Therefore the development is classified as a *Permitted Use* in the C2/C3 zoning districts. The inclusion of any additional areas of the development for principal or accessory use will result in the project exceeding the 40,000 sq. ft. threshold, which would classify the hotel as a *Conditional Use* in the C2/C3 zoning districts.
3. The submitted plans show an *exterior open air covered entry* proposed along the Monroe Street frontage of the site. The plans do not show any proposed use for this area, other than as an entrance space. However, the submitted elevations reflect discrepancies with the first floor plans, in that additional doors between the hotel lobby and lobby lounge are shown on the elevation drawings but these doors do not show up on the floor plans. One could reasonably determine that the doors imply some sort of relationship between the inside of the hotel and the *exterior open air covered entry*, which will most likely be used by hotel guests as an accessory use. The use of this area for principal or accessory use, including outdoor eating and drinking areas associated with the hotel, will result in the project exceeding the 40,000 sq. ft. threshold, which would classify the hotel as a *Conditional Use* in the C2/C3 zoning districts. Also, the *exterior open air covered entry*, parking lot facilities, or any other area on the site may not be used for outdoor eating/drinking or in support of non-accessory uses associated with events taking place at Camp Randall, unless approved as a *Conditional Use*.

4. If exterior lighting is provided, it must comply with City of Madison outdoor lighting standards.
5. One (1) bicycle parking stall must be provided per twenty (20) hotel employees, with the minimum number of required bicycle stalls being two (2). Please provide employee counts to be used in calculating bicycle parking requirement.
6. The proposed signage placed in the upper architectural feature (above the roof) is not permitted. The Plan Commission does not grant signage approvals. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. The Zoning Section of the Department of Planning and Community and Economic Development issues signage permits.
7. Provide a reuse/recycling plan, to be reviewed and approved by The City's Recycling Coordinator, Mr. George Dreckmann, prior to demolition permits being issued.
8. The site shares a zoning district boundary with a residential development to the east. This development must provide effective 6' – 8' high screening along the lot line of this commercial district adjoining a residential zoning district.

ZONING CRITERIA

Bulk Requirements	Required	Proposed
Lot Area	6,000 sq. ft.	19,515 sq. ft.
Lot width	50'	Adequate
Front yard	0'	Adequate
Side yards	5'	5' (residential lot to southwest)
Rear yard	30'	35'
Floor area ratio	3.0	2.04
Building height	---	4 stories

Site Design	Required	Proposed
Number parking stalls	48	51
Accessible stalls	3	3
Loading	1 (10' x 35') area	Provided
Number bike parking stalls	2 minimum	None shown (5)
Landscaping & Screening	Yes	(8)
Lighting	No	(4)

Other Critical Zoning Items	
Land Use – 39,928 sq. ft. Hotel	Permitted Use (1, 2, 3)
Urban Design	No
Utility easements	None shown
Barrier free (ILHR 69)	Yes

With the above conditions, the proposed project **does** comply with all of the above requirements.

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CITY OF MADISON FIRE DEPARTMENT

Fire Prevention Division

325 W. Johnson St., Madison, WI 53703-2295
Phone: 608-266-4484 • FAX: 608-267-1153

DATE: April 24, 2008
TO: Plan Commission
FROM: Edwin J. Ruckriegel, Fire Marshal
SUBJECT: **1501-1509 Monroe St.**

The City of Madison Fire Department (MFD) has reviewed the subject development and has the following comments:

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. None

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

2. All portions of the exterior walls of newly constructed public buildings and places of employment and open storage of combustible materials shall be within 500-feet of at least TWO fire hydrants. Distances are measured along the path **traveled by the fire truck as the hose lays off the truck**. See MGO 34.20 for additional information.
3. Provide fire apparatus access as required by Comm 62.0509 and MGO 34.19, as follows:
 - a. The site plans shall clearly identify the location of all fire lanes.
 - b. Provide an aerial apparatus access fire lane that is at least 26-feet wide, with the near edge of the fire lane within 30-feet of the structure, and parallel to one entire side of the structure, if any part of the building is over 30 feet in height.
 - c. Provide a fire lane that extends to within 150-feet of all exterior portions of the structure, or it can be extended to within 250-feet if the building is fully sprinklered.
 - d. Provide a fire lane with the minimum clear unobstructed width of 20-feet.

Please contact Scott Strassburg, New Construction Inspector at 608-261-9843 if you have questions regarding the above items.

cc: Bill Sullivan



Department of Planning & Community & Economic Development
 Planning/Neighborhood Preservation & Inspection/Economic & Community Development
 Mark A. Olinger, Director

2-PAGE FAX 4/24/08

Bradley J. Murphy
 Planning Division
 215 Martin Luther King, Jr. Boulevard
 P.O. Box 2985
 Madison, WI 53701-2985
 (608) 266-4635

REVIEW REQUEST FOR:

- PRELIMINARY PLAT
- FINAL PLAT
- LOT DIVISION/CSM
- CONDITIONAL USE
- DEMOLITION
- REZONING
- INCLUSIONARY ZONING
- OTHER

1501-1509 MONROE STREET
 DEMOLISH COMMERCIAL BUILDING & CONSTRUCT 4-STORY,
 48-ROOM HOTEL
 ROBERT PIEHLER - SKELGE ARCHITECTS

PLANNING DIVISION CONTACT: TIM PARKS

RETURN COMMENTS BY: 24 APRIL 2008

PLEASE ALSO EMAIL OR FAX ANY COMMENTS TO THE APPLICANT:

Applicant E-mail: siegerarchitects@sbcglobal.net Fax: 283-6101

Date Submitted: 19 MARCH 2008 Plan Commission: 05 MAY 2008

Date Circulated: 21 MARCH 2008 Common Council: _____

CIRCULATED TO:

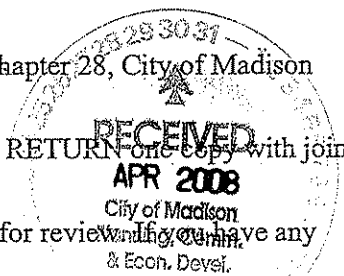
- | | | |
|---|---|---|
| <input type="checkbox"/> ZONING | <input type="checkbox"/> DISABILITY RIGHTS | <input type="checkbox"/> ALD. _____ DIST. _____ |
| <input type="checkbox"/> FIRE DEPARTMENT | <input type="checkbox"/> POLICE DEPT. - THURBER | <input type="checkbox"/> MADISON GAS & ELECTRIC |
| <input type="checkbox"/> PARKS DIVISION | <input type="checkbox"/> CITY ASSESSOR - M. RICHARDS | <input type="checkbox"/> ALLIANT ENERGY |
| <input type="checkbox"/> TRAFFIC ENG. | <input type="checkbox"/> MADISON METRO - SOBOTA | <input type="checkbox"/> A T & T |
| <input type="checkbox"/> CITY ENG. - DAILEY | <input type="checkbox"/> MMSD BOARD, C/O SUPT. | <input type="checkbox"/> T D S |
| <input type="checkbox"/> CITY ENG. - PEDERSON | <input type="checkbox"/> PUBLIC HEALTH - SCHLENKER | <input type="checkbox"/> MT. VERNON TELE |
| <input type="checkbox"/> WATER UTILITY | <input checked="" type="checkbox"/> <u>VILAS</u> | _____ |
| <input type="checkbox"/> CDBG - CONSTANS | <input checked="" type="checkbox"/> NEIGHBORHOOD ORGANIZATION | _____ |
| <input type="checkbox"/> REAL ESTATE - EKOLA | | |

Review the above as per time schedule set in Chapter 16.23(5)(b)2; 16.23(5)(3)3; or Chapter 28, City of Madison Ordinance; OR your agency's comments cannot be considered prior to action.

One copy for your files; one copy for file of appropriate telephone company; PLEASE RETURN one copy with joint comments.

The above is located in your district. A copy is on file in the Planning Division Office for review. If you have any questions or comments, contact our office at 266-4635.

The above is located within or near the limits of your neighborhood organization. A copy is on file in the Planning Division Office for review. If you have any questions or comments, contact our office at 266-4635.



RETURN COMMENTS TO: PLANNING DIVISION, DEPT. OF PLANNING & COMMUNITY & ECONOMIC DEVELOPMENT, ROOM LL100 MMB, 215 MARTIN LUTHER KING JR. BLVD.

NO COMMENTS / YOUR COMMENTS:

Vilas Neighborhood Assoc. does not support this demo applicant because of the proposed plans ~~for~~ as presented for a 48-room Business Hotel.

- VNA is opposed to the ^{building} size, and, what we see as potential uses for a large, open Plaza on Monroe St - plus a large, open back lot. There also seem to be continuing, unresolved issues with traffic ingress/egress.
- The proposed structure results in a 5-story "wall" facing the neighborhood, and, a 5-story building on the Regent St. elevation. Draft Regent - So. Campus Plan calls for 4-story @ site (Monroe St Comm. Plan calls for 3-story @ site)
- White cover letter on Plans shows building at 39,910 sq ft - using numbers on each page the total sq. footage = 40,227. (over to PAGE 2)

comments
*in addition:

IF the demo permit is issued, then Vilas Neighborhood would request that conditions be placed on it.

- ① the hotel will conform to Monroe St Commercial District Plan
- ② Operations will control non-hotel guests on site - limiting access to hotel bar + lounge, on UW Athletic events days.
- ③ there will be no outdoor eating/drinking in either the Monroe plaza or the back lot. (the back lot looks like a beer garden waiting to happen!) And this condition applies in perpetuity.
- ④ the hotel rooms facing the neighborhood have windows that are either inoperable or have very, small "open" positions.

415 50

SEVERAL Comments
SIZE con 4

Mr. Sieger has said several times in response to questions that the listed ~~sq~~ area (in sq. ft.) is the INTERIOR or he has said "the USEABLE SPACE." IT'S marked ~~so~~ as such on the submitted drawings. The Zoning Code (28.09) ^{(3)(d) ← describes conditional use} clearly states the maximum of 40,000 sq. ft. of GROSS area.

Using a conventional architectural efficiency factor (70%) and Mr. Sieger's numbers of 39,910 yields a building of, 57,000⁺ sq. ft. using number from sheets of 40,227 yields → 57,470 sq. ft.