



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

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October 8, 2014

Kirk Keller  
Plunkett Raysich Architects  
2310 Crossroads Drive, Suite 2000  
Madison, Wisconsin 53718

RE: Approval of a Planned Development–Specific Implementation Plan to allow construction of a 60,000 square-foot clinic at Union Corners on land addressed as 2504 Winnebago Street (Gorman & Company).

Dear Mr. Keller;

At its October 7, 2014 meeting, the Common Council **conditionally approved** your application for PD (SIP) approval on land addressed as 2504 Winnebago Street subject to the following conditions, which shall be satisfied prior to final approval and recording of the specific implementation plan and the issuance of permits for new construction:

**Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following twenty-five (25) items, including the address of the future clinic (condition #1):**

1. Per the e-mail from Lori Zenchenko dated August 20, 2014: “Based upon the location of the driveway/ fire access, and main entrance into the building, [City Engineering has] determined that the address of the proposed UW Health building at the Union Corners site is 2402 Winnebago Street.”
2. The proposed new building will cross an underlying platted lot line. Current fire code and City enforcement requires the underlying platted lot line be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. A CSM and required supporting information shall be prepared and submitted to the Planning Division for review and approval by the City and recorded with the Dane County Register of Deeds prior to issuance of a building permit.
3. The applicant shall be aware that reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas, storm management and other items may be necessary to accomplish the overall development as proposed by the approved general development plan.
4. The proposed location of the medical facility will require the approval of a discontinuance/ vacation of a portion of the public right of way located at the intersection of Winnebago Street and S. Sixth

Street. Coordinate any required discontinuance with Jeff Quamme at [jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com) or 266-4097.

5. A portion of the public sanitary sewer and storm sewer within this site will require removal/ abandonment/ relocation. This will require the release of a portion or all of the sanitary sewer easement per Document No. 4288052 and storm sewer easement per Document No. 4288052. The applicant shall prepare metes and bounds legal descriptions and scale map exhibits for the portions to be released and provide to Engineering Land Records Coordinator Jeff Quamme for review. Upon approval of the exhibits and payment of the required \$500 administration fee for each easement to be released (check payable to City of Madison Treasurer) to cover staff time and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document(s) and record with the Dane County Register of Deeds. Any new easements required shall be created by the future required Certified Survey Map. Also, authorization for the easement releases will be provided with the approval of the required CSM noted above.
6. The site plan shall show the property lines of the CSM to be completed and all easements encumbering or benefitting the site.
7. There is an existing public 20-foot wide sanitary sewer easement that needs to be added to the plan set, per Document No. 4288052. The new building appears to be 3-5 feet into this easement. The applicant shall shift the southeast limits of the building to avoid the existing easement or shall release the existing easement and dedicate a new easement that is mutually acceptable with the owner and the City.
8. Residual contamination is present on the property (DNR BRRTS # 06-13-506291). Excavation of this soil is considered a solid waste and must be managed in accordance with NR718, with prior DNR approval. Please contact Brynn Bemis at 267-1986 with any questions.
9. 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 Engineering Division signing off on this project.
10. The approval of this development 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.
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.

12. The applicant shall replace all sidewalk and curb and gutter that abuts the property that 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.
13. All work in the public right of way shall be performed by a City-licensed contractor.
14. All damage to the pavement on E. Washington Avenue, Winnebago Street and S. Sixth Street adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.
15. This project falls in the Rock River TMDL Zone and is subject to increased erosion control enforcement as authorized by Resolution 14-00043 passed by the Common Council on January 21, 2014. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the Wisconsin Department Natural Resources (WDNR).
16. 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.
17. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of 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.
18. Effective January 1, 2010, the Department of Commerce's authority to permit commercial sites, with over 1 acre of disturbance, for stormwater management and erosion control has been transferred to the Department of Natural Resources (WDNR). The WDNR does not have an authorized local program transferring this authority to the City of Madison. The City of Madison has been required by the WDNR to continue to review projects for compliance with NR-216 and NR-151 but a separate permit submittal is now required to the WDNR for this work as well. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. As this site is greater than 1 acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the Wisconsin Department of Natural Resources, prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
19. 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- and 10-year storm events; reduce TSS off of the proposed development by 80% when compared with the existing site, and; 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 MGO.

20. 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.
21. NR-151 of the Wisconsin Administrative Code requires that future phases of this project 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. 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.
22. The applicant shall submit, prior to plan sign-off, digital PDF files to the City Engineering Division. The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
23. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including SLAMM DAT files, RECARGA files, TR-55/HYDROCAD/Etc., and 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).
24. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
25. 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.

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following eight (8) items:**

26. The location of the clinic monument sign as shown on the plans may prevent proper vision of vehicles turning left from the driveway and vehicles exiting the roundabout. The applicant upon submittal of final plans shall show sight distance vision triangles in compliance with current AASHTO standards and shall relocate the sign as necessary to obtain required sight distances.
27. Items in the right of way are not approvable through the site plan approval process. Approval of the submitted plans does not grant approval of the items shown in the public right of way. The applicant will need to obtain other approvals to place items in the right of way.
28. The applicant shall not prohibit public use of the private bike path shown on the submitted site plans.
29. The addition of the private bike path through the site will generate a demand for a pedestrian and bicycle connection between the crosswalk on the southerly side of the roundabout and the public

bike path located along the south side of Winnebago Street. The applicant shall enter into a Developers Agreement with the City Engineering Division to install a path connection between these two points.

30. The applicant shall submit one contiguous plan for approval. The plan drawing 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.
31. 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.
32. 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.
33. All parking facility design shall conform to the standards in MGO Section 10.08(6).

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following five (5) items:**

34. The submitted plans show landscaping elements which do not comply with MGO Section 28.142 toward the landscaping requirement for this development. Revise the landscaping plans to include a landscape island located at least every 12 contiguous stalls.
35. Necessary information relative to the provision of required bicycle parking has not been included with the submittal per Section 28.141. A bicycle stall is 2 feet by 5 feet with a 5-foot access aisle, all which must be shown on the final plan sets. Provide a detail of the proposed bike racks. As this is a Planned Development, the Plan Commission may modify any bike parking requirement.
36. The submitted plans do not call out the minimum required 2 loading spaces, which must have a minimum dimension of 10 x 50 feet with 14 feet of vertical clearance to be shown on the final plans. The loading area shall be exclusive of drive aisle and maneuvering space. Work with Planning and Zoning staff to determine these areas.
37. The submitted plans do not include a request to waive the 20% open space requirement for PD zoning, pursuant to Section 28.098(4)(e). However can to deferred to the future development of the site.
38. Provide a refuse enclosure detail, as required per Section 28.142(a).

**Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:**

39. Note: All operating private wells shall be identified and permitted by the Madison Water Utility and all unused private wells shall be abandoned in accordance with MGO Sec. 13.21.

**Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following two (2) items:**

40. Based on current plans, the primary response point for emergency personnel would be the vestibule 1,000 feet off of Winnebago Street. Contact City Engineering for the official street number based on Madison General Ordinances.
41. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

**Please contact Tim Sobota of Metro Transit at 261-4289 if you have any questions regarding the following six (6) items:**

42. In coordination with public works improvements, the applicant shall maintain or replace the concrete passenger boarding pad at the existing Metro bus stop on the south side of E. Washington Avenue, east of Sixth Street (#1233). The concrete pad shall occupy the full distance of the terrace, measure a minimum of 10 feet in width parallel to the street, and lie flush between the sidewalk and the top of curb. A continuous concrete terrace would also be suitable.
43. The applicant shall install and maintain a bench or other seating amenity in the adjacent property landscape plan at stop location #1233, ideally taking advantage of any building overhang or canopy to provide the seating amenity some shelter from the elements.
44. The applicant shall maintain and protect access to the existing bus stop zone for both pedestrians and transit vehicles at all times during project construction.
45. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review and approve the design.
46. Metro Transit operates daily transit service along E. Washington Avenue and Sixth Street adjacent the project site. The bus stop adjacent the proposed project site generally has its bus stop zone encompassing the area from the existing bus stop sign pole and concrete boarding pad back to the preceding intersections and crosswalk location.
47. Conceptual Bus Rapid Transit (BRT) design studies have identified a new bus stop zone area in the approximate location of the "transit hub" shown on the plans as a potential BRT station location. Sample BRT station design guidelines indicate at least 12 feet of available right-of-way being typical for the dimension measured from the face of curb across the station platform to the back of a public sidewalk. A minimum of eight feet is shown for just the BRT station infrastructure, measured from the face of curb to the rear point of a passenger shelter structure. City Engineering staff may coordinate right-of-way alignments in this area to accommodate any potential future need for BRT infrastructure.

**Please contact Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following two (2) items:**

48. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl—[dkahl@cityofmadison.com](mailto:dkahl@cityofmadison.com) or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in Section 209 of City of Madison Standard Specifications for Public Works Construction.
49. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

**Please contact my office at 261-9632 if you have any questions about the following three (3) items, including condition #52 added by the Plan Commission on September 22, 2014:**

50. That the specific implementation plan be revised prior to final approval by the Planning Division and the issuance of building permits for the clinic as follows: revise all elevations to add street name references and/ or inter-cardinal direction references for clarity.
51. The applicant may submit a zoning text specific for this project for review and approval by the Planning Division and Zoning Administrator prior to recording or note that this project is subject to the zoning text conditionally approved with the Union Corners General Development Plan.
52. That more convenient visitor bike parking and covered employee bike parking be provided.

**The applicant is also required to satisfy the conditions of approval of the Urban Design Commission prior to the final staff approval of the project and the issuance of permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.**

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

After the planned development has been revised per the above conditions, please file **eleven (11) sets** of complete, fully dimensioned, and to-scale plans, 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, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. 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.

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

If this plan is not recorded within one year of the date of approval by the Common Council, the approval shall be null and void. No construction or alteration of the property included in this application shall be permitted until a Specific Implementation Plan (SIP) has been approved and recorded.

Within thirty-six (36) months of Common Council approval of the general development plan, the basic right of use for the areas, when in conformity with the approved specific implementation plan, shall lapse and be null and void unless 1) the project, as approved, is commenced by the issuance of a building permit, or 2) if an application for an extension is filed at least thirty (30) days prior to the expiration of the thirty-six (36) month period and the Plan Commission, after a public hearing pursuant to Sec. 28.181(5), determines that no changes in the surrounding area or neighborhood since approval of the general development plan render the project incompatible with current conditions and grants an extension of up to twenty-four (24) months in which to obtain a building permit. In no case shall an extension allow a building permit to be issued more than sixty (60) months after approval of the general development plan by the Common Council. If a new building permit is required pursuant to sec. 29.06(4), Madison General Ordinances, a new petition and approval process shall be required to obtain general development plan approval and specific implementation plan approval.

If you have any questions regarding recording this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Janet Schmidt, City Engineering Division  
Eric Halvorson, Traffic Engineering Division  
Dennis Cawley, Madison Water Utility  
Pat Anderson, Assistant Zoning Administrator  
Kay Rutledge, Parks Division  
Tim Sobota, Madison Metro Transit  
Bill Sullivan, Madison Fire Department

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