



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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FAX 608 267-8739  
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April 10, 2008

Jim Gersich  
Dimension IV Architects  
6515 Grand Teton Plaza  
Madison, Wisconsin 53719

RE: Approval of a conditional use to allow construction of a 92-room hotel at 4802 Tradewinds Parkway.

Dear Mr. Gersich:

The Plan Commission meeting in regular session on April 7, 2008 determined that the ordinance standards could be met and **approved** your client's request for a conditional use permit to allow construction of a 92-room hotel at 4802 Tradewinds Parkway, subject to the conditions below. In order to receive final approval of the conditional use and for building permits to be issued, the following conditions must be met:

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions regarding the following six items:**

1. The applicant shall be responsible for securing all proper permits and approvals from any municipality or government unit having jurisdiction with the project. In particular, the applicant shall contact Lisa Stern, Wisconsin Department of Transportation (608-246-5635), with site plans sets for review and approval onto E. Washington Avenue. The applicant shall return a set of site plans or letter with WisDOT-approved copies to the City of Madison Traffic Engineering Division.
2. The applicant shall contact the Department of Planning and Community and Economic Development to comply with MGO Sec. 16.23(3)(d) – Highway Noise Land Use Provisions policies and ordinances.
3. 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), signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two feet overhang, and a scaled drawing at 1" = 20'.
4. All directional/ regulatory signage and pavement markings on the site shall be shown and noted on the plan.

5. 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.
6. 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 Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following nine items:**

7. Any damage to street pavement will require restoration in accordance with the City's Patching Criteria.
8. A City licensed contractor shall perform all work in the public right of way.
9. 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.
10. 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 Wisconsin Department of Natural Resources is required.
11. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to provide infiltration in accordance with Chapter 37 of the Madison General Ordinances, provide oil and grease control from the first 1/2" of runoff from parking areas 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 the Madison General Ordinances.
12. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko) [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com). The digital copies shall be drawn to scale and represent final construction, including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. Email file transmissions preferred. Please include the site address in this transmittal. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format.
13. 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, 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).

14. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management File 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.
15. 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>.

**Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about the following two items:**

16. 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.) Per IFC 503.3 Show approved "fire lane, no parking" signs posted on the site plan. A max of 150- feet on center. Signs must be visual and easily read from any location on the fire lane. Fire lanes 20-27 feet wide will be posted as fire lane on both sides, 28-35 feet wide shall be posted fire lane on the appropriate side only.
  - c.) Provide a completed MFD "Fire Apparatus Access and Fire Hydrant Worksheet" with the site plan submittal.
  - d.) Provide no parking fire lane signs on the drive access by the pool.
17. 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.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions about the following four items:**

18. Provide a detailed landscape plan, stamped by a registered landscape architect, showing proposed landscaping for the general area of the hotel site.
19. Lighting is not required. However, if it is provided for the commercial/retail portion of the parking, it must comply with City of Madison outdoor lighting standards. (See parking lot packet). Lighting will be limited to .10 watts per square foot.
20. Provide adequate bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.

21. Show four accessible parking stalls that meet state required striping and signage as near the accessible entrances as possible. Meet all applicable State accessible requirements, including but not limited to:
- a.) Provide required accessible stalls striped per State requirements. A minimum of 1 of the stalls shall be a van accessible stalls 8' wide with an 8' striped out area adjacent.
  - b.) Show signage at the head of the stalls. Accessible signs shall be a minimum of 60" between the bottom of the sign and the ground.
  - c.) Highlight or call out the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance or elevator as possible. Show ramps, curbs, or wheel stops where required.

**Please contact my office at 261-9632 if you have questions about the following four items:**

22. That the applicant submit a highway noise abatement study for review and approval by the Planning Division and Traffic Engineering Division that indicates the present and 20-year future highway-induced noise levels resulting from the Beltline Highway (US 12 & 18) on the subject site. If the study indicates that current or projected noise levels will exceed 67 decibels for any outdoor recreational facilities related to the hotel, the applicant shall submit an abatement plan that specifies how those areas will comply with the maximum noise levels permitted in Wisconsin Administrative Code Chapter 405. The Planning Division shall approve the noise abatement plan and any improvements related thereto.
23. That a note be placed on the final plans certifying that the highway traffic-induced interior noise levels in all parts of the proposed hotel will not exceed 52 decibels.
24. That the landscaping plan for the project be revised per Planning Division approval to provide an two additional coniferous trees within the 50-foot highway setback to comply with the Tradewinds Business Centre plat requirement that significant screening be provided adjacent to the Beltline Highway for development on this site.
25. That the plans for the proposed hotel be revised per Planning Division approval as follows:
- a.) that the design of the hotel be revised to provide a better relation to Tradewinds Parkway, which may be accomplished through the inclusion of vision glass on each floor and a usable entrance from the public sidewalk;
  - b.) that the architecture of the building be revised to better integrate the cupola into the overall design;
  - c.) that the building materials palette be revised to eliminate the less durable stucco materials in favor of additional brick veneer along each elevation;
  - d.) that the applicant explore ways to provide a stronger visual connection along the north elevation facing the Beltline Highway to create the enclosure of the highway envisioned in City plans.

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

1. Please revise your plans per the above and submit *eight (8) copies* of a complete plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off.

2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or building permit approval.
3. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. This approval shall become null and void one year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining your demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

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

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*Signature of Applicant*

cc: Matt Tucker, Zoning Administrator  
John Leach, Traffic Engineering  
Scott Strassburg, Madison Fire Dept.  
Janet Dailey, Engineering Division

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