



Department of Planning & Community & Economic Development

Planning Division

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May 22, 2014

J. Randy Bruce
Knothe & Bruce Architects
7601 University Ave Suite #201
Middleton, WI 53562

RE: Approval of a zoning map amendment rezoning **617 North Segoe Road** from the NMX (Neighborhood Mixed Use) District to the PD (Planned Development) District and a demolition permit on the subject property. These approvals allow the demolition of a two-story commercial building for the purpose of constructing a 115-unit apartment building.

Dear Mr. Bruce:

At their May 20, 2014 meeting, the Common Council approved your client's zoning map amendment request rezoning 617 North Segoe Road from the NMX (Neighborhood Mixed Use) District to the PD (Planned Development) District. At their May 12, 2014 meeting, the Plan Commission approved a demolition permit for the existing two-story commercial building and proposed future use. These approvals allow for the construction of a 115-unit apartment building. The approvals are subject to the below conditions of approval that shall be satisfied prior to final approval and sign-off of the plans, recording of the Planned Development, and the issuance of permits.

Please contact Janet Schmidt, City Engineering Division, at 261-9688 if you have questions regarding the following twenty-four (24) items:

1. There is an unrecorded 15' wide Private Storm Sewer and Sanitary Sewer Easement as referenced on Coventry Condominium and Certified Survey Map No. 10358. This easement contains sanitary and storm sewer facilities that serve this site and proposed redevelopment. Considering the substantial change in the proposed use for this redevelopment site, an easement/agreement document shall be created and recorded at the Dane County Register of Deeds to better memorialize the private sanitary sewer and storm sewer easement prior to sign off of the project.
2. The declaration of parking easement per Doc. No. 3463354 shall be modified as necessary to address the removal of the parking stalls per the proposed site plan for the development prior to sign off of the project.
3. The Parking and Ingress – Egress Easement (and amendments) per Document No.'s 1600054, 1629831 and 1851709 shall be amended and recorded at the Register of Deeds prior to building permit issuance to allow the proposed two parking stalls shown south of the redevelopment parcel

within the easement area. The applicant shall also be responsible to coordinate the approval of the proposed modifications of the access improvements within the Parking and Ingress – Egress easement with the other parties having an interest in the easement.

4. The address of 617 N. Segoe Rd will be retired with the demolition of the existing building. The new building shall use the assigned address of 619 N. Segoe Rd.
5. The applicant shall be required to provide storm water detention in accordance with Chapter 37 MGO for the University/Midvale Watershed.
6. The applicant shall verify that the size of sanitary lateral has adequate capacity to serve the proposed condominium development. The applicant shall also verify there is sufficient residual capacity for any downstream private sewers being discharged to.
7. If the sanitary sewer lateral is not of adequate size or if the easement does not exist or is not obtainable, applicant will be required to enter into a developer's agreement to extend public sanitary sewer north to Frey Street.
8. Provide a demolition plan that shows any existing street trees scheduled for removal.
9. 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.
10. Submit a PDF of all floor plans to 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 Marshal.
11. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass. (POLICY)
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. (POLICY)
13. All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5) and MGO 23.01)
14. All damage to the pavement on N. Segoe Road adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY)
15. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.

16. 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.
17. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to a) Reduce TSS off of the proposed development by 80% when compared with the existing site; and b) 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 signoff.
18. 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 ljenchenko@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. (POLICY and MGO 37.09(2) & 37.05(4)).

19. 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. (POLICY and MGO 37.09(2)) 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, and g) detail drawings associated with stormwater management facilities (including if applicable planting plans).
20. 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... and 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. (POLICY and MGO 37.09(2))
21. The applicant’s utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. MGO 37.05(7) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
22. Prior to approval, the owner or owner’s representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit

fees. NOTE: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

23. All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Schmidt (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
24. 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. (POLICY)

Please contact Eric Halvorson, Traffic Engineering Division, at 266-6572 if you have questions regarding the following ten (10) items.

25. Applicant shall dedicate right of way for construction of possible future round-about at the Segoe-Sheboygan Street intersection to help accommodate additional traffic at the intersection. Installation of future round-about is at the discretion of the City Engineer and City Traffic Engineer
26. Applicant shall provide a move in/ move out plan for the building. All move ins and move outs shall be accomplished using the onsite loading zone.
27. Applicant shall provide a waste removal plan. Removal of waste shall not be conducted from Segoe Road.
28. Applicant has not provided a dedicated drop off/pick up area on the site. The existing parking area along Segoe Road in front of the building may be removed in the future for other uses. Pick up/drop off and small deliveries are likely to occur from the driveway located in the shared easement. This may block circulation into and out of this property as well as adjacent properties that access the shared driveway.
29. There will be issues relating to the constructability of the building on this footprint without major negative impacts to pedestrian and vehicular travel. Applicant shall submit a construction plan for Traffic Engineering review prior to sign off of final plans. Applicant shall plan on using construction methods above and beyond normal means to maintain sidewalk and travel lanes within N Segoe Rd right of way at all times.
30. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds four stories prior to sign-off to be reviewed and approved by Keith Lippert, (266-4767) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.
31. 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.

32. 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.
33. 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.
34. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions regarding the following eight (8) items.

35. The plans include a proposal to modify the improvements and design for the access easement property to the south, located on the Coventry parcel. These modifications shall be approved prior to building permit issuance for the subject property. This will require an alteration to the Conditional Use previously approved for the Coventry development.
36. Provide a reuse/recycling plan, to be reviewed and approved by The City's Recycling Coordinator, Mr. George Dreckmann, prior to a demolition permit being issued.
37. Sec 28.12(12)(e) of the Madison Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
38. Provide a minimum of 135 bike parking spaces distributed as both Short Term and Long Term bicycle parking, as required per sec. 28.141(3) and 28.141(11). Provide a detail of the bike rack design. NOTE: current code requires a maximum of 25% (34 spaces) of the bike parking spaces may be structured bike parking (wall-mount or stacked). Some long-term bike parking areas in the parking structure have the required 5 foot access aisle obstructed and thus, do not qualify as bike parking stalls. These areas shall be reconfigured to provide the required 5 foot access aisle. As this is a PD, the Plan Commission may modify any bike parking requirement.
39. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets, with the final plan submittal.
40. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development
41. Provide building elevations including a detailed cross section of floor to ceiling heights and overall height of the building, including mechanical penetrations and rooftop screening.
42. Parking requirements for persons with disabilities must comply with sec. 28.141(4)(e). Final plans shall show the required accessible stalls, including van accessible stalls.

Please contact Kay Rutledge, Madison Parks Division, at 266-4714 if you have questions regarding the following four (4) items:

43. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff on the rezoning and demolition permit. This development is within the Garner park impact fee district (SI29). Please reference ID# 14113 when contacting Parks about this project.
44. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Please submit an existing inventory of trees (location, species, & DBH) and a tree removal plan (in PDF format) to Dean Kahl – dkahl@cityofmadison.com or 266-4816. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.
45. 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 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 - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.
46. 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 Bill Sullivan, Madison Fire Department, at 261-9658 if you have questions regarding the following four (4) items:

47. All portions of the exterior walls of the first story of the building shall be measured along an approved route. The shown route crosses onto the adjacent property; either provide a route within the property lines or include in an easement agreement.
48. Additional comments regarding construction may be warranted as plans further develop.
49. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

Please contact Dennis Cawley, Water Utility, at 261-9243 if you have questions regarding the following two (2) items:

50. The Utility plan shall be revised. New water service laterals shall be installed to meet water supply and fire protection requirements.
51. The Madison Water Utility shall be notified to remove the water meter prior to demolition. This property is not in a City of Madison Wellhead Protection District. All wells located on this property

shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

Please contact my office at 267-1150 if you have questions regarding the following five (5) items. Please note that conditions 53 and 54 were approved by the Common Council at their May 20, 2014 meeting, with condition 53 having been recommended by the Plan Commission.

52. That the applicant provides on-site signage or marking that identifies the loading zone and in-building visitor parking area. Details shall be approved by staff.
53. That the surface bicycle parking be located closer to the main building entrance.
54. No building penetrations for "Wall Packs" have been shown and are not considered to be part of this approval.
55. That the family definition be revised to establish the occupancy of each unit as a family or a number of unrelated persons equal to the number of bedrooms per unit plus one; i.e. an efficiency or one-bedroom unit would be limited to 2 unrelated persons, a two-bedroom unit would be limited to 3 unrelated persons, and a three-bedroom unit would be limited to 4 unrelated persons.
56. That in the case the property allows dogs the owner establish a pet waste station on the property.

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 building permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.

Please now follow the procedures listed below:

After the planned development has been revised per the above conditions, please submit 12 copies of a complete, fully dimensioned and scaled plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off. The final site plan shall be accompanied by the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, 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.

The Madison Water Utility shall be notified to remove the water meter prior to demolition. This property is not in a City of Madison Wellhead Protection District. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

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 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

cc: Janet Schmidt, City Engineering Division
Eric Halvorson, Traffic Engineering Division
Bill Sullivan, Fire Department
Patrick Anderson, Zoning
Kay Rutledge, Parks Division
Dennis Cawley, Water Utility

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Firchow)	<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 checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Water Utility

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

Signature of Applicant

Signature of Property Owner (if not the applicant)