



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
P.O. Box 2985
Madison, Wisconsin 53701-2985
TDD 608 266-4747
FAX 608 267-8739
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March 11, 2008

Gary Brink
Gary Brink and Associates
8401 Excelsior Drive
Madison, WI 53717

RE: Approval of a conditional use for the construction of a 131-room hotel in a property zoned RPSM (Research Park Specialized Manufacturing) at 2702 Crossroads Drive

Dear Mr. Brink:

The Plan Commission, meeting in regular session on March 10, 2008, determined that the ordinance standards could be met and **approved** your client's conditional use request subject to the conditions below. In order to receive final approval of the conditional use and for the conditional use to be in effect, the following conditions must be met and this letter signed and returned to the Zoning Administrator:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following nineteen (19) items. Note that condition 19 is from the Water Utility, and will be reviewed by Engineering staff.

1. A Public Access Easement was granted to the City of Madison from the adjacent property on January 10, 2008 per Document No. 4387787. This public access shall be preserved or relocated, with approval of the City Engineer, at no cost to the City. If the applicant prefers relocation, the new easement shall be executed, recorded and conveyed to the City of Madison prior to issuance of building permits.
2. Any damage to pavement on Crossroads Drive will require restoration in accordance with the City's Patching Criteria.
3. Proposed storm discharge pipe shall be pulled back to the edge of the 50-foot drainage easement. (Page C1.0) Use drop manholes to minimize use of riprap in the greenway and sideslopes.
4. Revise plan to infiltrate roof water instead of parking lot runoff.
5. Any pipe slope greater than 8% shall have joint ties.
6. Indicate how the infiltration area was sized and designed and what infiltration is required and achieved.
7. All retaining walls must be on private property and must be included in a perpetual maintenance agreement.
8. Prior to approval, owner shall dedicate an easement to allow public access for maintenance of the sanitary sewer.

9. 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.
10. All work in the public right-of-way shall be performed by a City licensed contractor.
11. 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.
12. 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.
13. 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) control 80% TSS (5 micron particle) off of new paved surfaces, b) provide infiltration in accordance with Chapter 37 of the Madison General Ordinances, c) provide oil & grease control from the first 1/2" of runoff from parking areas, and d) 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.
14. 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. The digital copies shall be drawn to scale and represent final construction, including each of the following on a separate layer name/level num: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format. Email file transmissions preferred. Please include the site address in this transmittal.
15. 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).
16. 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.
17. 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>.

18. 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.
19. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. City Engineering staff will review plans for compliance. Please note this property is not in a Wellhead Protection District.

Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions regarding the following eight (8) items:

20. 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. The applicant shall return a set of site plans or letter with WDOT-approved copies to the City of Madison Traffic Engineering Division.
21. The applicant shall contact the Department of Planning and Development to comply with M.G. O. Sec. 16.23(3)(d)--Highway Noise Land Use Provisions policies and ordinances.
22. 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 (2) feet overhang, and a scaled drawing at 1" = 20'.
23. When site plans are submitted for approval, the developer shall provide recorded copies of the joint driveway ingress/egress and easements.
24. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
25. The applicant shall modify parking areas for stalls and backing up according to Figures II of the ordinance using the 9' or wider stall for the commercial/retail area. The applicant shall show the dimensions for items for C, D, E, and B for the adjacent modified parking stalls.
26. 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.
27. 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 Mary Anne Thurber, Madison Police Department at 266-4238 if you have questions regarding the following two (2) items:

28. That the applicant provides adequate lighting for safety in parking lot and public access areas.
29. That the enclosed construction site security information be provided to all contractors working on project construction.

Please contact Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions regarding the following six (6) items:

30. Meet all applicable State accessible requirements, including but not limited to:
 - a. Show the accessible route from the stalls to the building. Show ramp, curb or wheel stops where required to protect and provide the accessible route to the building.
31. Provide one 10' x 35' loading area with 14' vertical clearance to be shown on the plan. The loading area shall be exclusive of drive aisle and maneuvering space.
32. Provide two 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.
33. Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.) Planting islands shall consist of at least 75% vegetative cover, including trees, shrubs, ground cover, and/or grass. Up to 25% of the island surface may be brick pavers, mulch or other non-vegetative cover. All plant materials in islands shall be protected from vehicles by concrete curbs.
34. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. (See parking lot packet). Lighting will be limited to .10 watts per square foot.
35. The plans appear to indicate that there is an agreement with the adjacent landowner and their parking lot. Please provide copies of these agreements or apply for a 14 stall parking reduction under section 28.11 (2) (c) of the City of Madison Zoning Code.

Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about compliance with Fire Department standards.

Please contact my office at 267-1150, if you have questions regarding the following three (3) items:

- 36. That a note be placed on the plans stating that the traffic-induced interior noise levels in the proposed hotel will not exceed 52 decibels.
- 37. That the applicant provide a noise abatement study for Planning Division approval that indicates that the exterior highway-induced noise levels for all outdoor recreational areas for the hotel will not exceed 67 decibels.
- 38. That a note be placed on the plans as follows: "The owners of the proposed hotel acknowledge the presence of high levels of noise and vibration resulting from adjacent Interstate 39-90-94 and shall hold harmless the Wisconsin Department of Transportation and City of Madison from any impacts on the use, enjoyment or value of this property resulting from existing or future highway traffic volumes."

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

- 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. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. City Engineering staff will review plans for compliance. Please note, this property is not in a Wellhead Protection District.
- 3. 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.
- 4. 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 demolition permit.

If you have any questions regarding obtaining the conditional use approval, 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 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

Enclosure

I hereby acknowledge that I understand and will comply with the above conditions of approval for this conditional use. _____ <i>Signature of Applicant</i>
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cc: (w/out enclosure)

- Janet Dailey, Engineering Division
- John Leach, Traffic Engineering
- Scott Strassburg, Madison Fire Department
- Patrick Anderson, Ast. Zoning Administrator
- Al Martin, Secretary, UDC

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<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:

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