



**Project Addresses:** 2222-2304 City View Drive  
**Application Type:** Conditional Uses and Certified Survey Map Referral  
**Legistar File ID #** [88551](#), and [88568](#)  
**Prepared By:** Timothy M. Parks, Planning Division  
Report includes comments from other City agencies, as noted

## Summary

**Applicant & Property Owner:** Patrick Carroll, Investors Associated, LLP; 810 Cardinal Lane, Suite 210; Hartland.

**Contact Person:** Kevin Burow, Knothe & Bruce Architects; 8401 Greenway Boulevard, Suite 900; Middleton.

**Surveyor:** Kevin Pape, Vierbicher & Associates; 999 Fourier Drive, Suite 201; Madison.

### Requested Actions:

- ID [88551](#) – Consideration of a conditional use in the Suburban Employment (SE) District for dwelling units in a mixed-use building; consideration of a conditional use in the SE District for multi-family dwellings; and consideration of a conditional use in the SE District for residential buildings taller than four stories and 55 feet, all to allow construction of a four-story mixed-use building containing approximately 4,600 square feet of commercial space and 60 apartments, a four-story, 47-unit apartment building, a five-story, 39-unit apartment building, and a five-story, 40-unit apartment building; and
- ID [88568](#) – Approval of a Certified Survey Map (CSM) to create one lot for the proposed development.

**Proposal Summary:** The applicant is seeking approvals to construct a four-story mixed-use building at the corner of Crossroads Drive and City View Drive and three apartment buildings to its north along the west side of City View. The project will include a total of 186 dwelling units and approximately 4,606 square feet of commercial space. Parking will be provided below each of the four buildings and in surface lots to be generally located at the side and rear of the buildings. The two existing lots comprising the 4.84-acre subject site will be combined into one lot by CSM. The letter of intent indicates that construction will commence in spring 2026 and take at least a year to complete the development ("spring 2027+").

**Applicable Regulations & Standards:** Table F-1 in Section 28.082(1) identifies a multi-family dwelling and dwelling units in a mixed-use building as conditional uses in the SE (Suburban Employment) zoning district. Buildings taller than five stories and 68 feet and residential buildings taller than four stories and 55 feet may be allowed in SE zoning with conditional use approval. Section 28.183 provides the process and standards for the approval of conditional use permits. The subdivision process is outlined in Section 16.23(4)(f) of the Subdivision Regulations.

**Review Required By:** Plan Commission (Conditional Use and Certified Survey Map) and Common Council (CSM).

**Summary Recommendation:** The Planning Division recommends the following to the Plan Commission:

- That the Plan Commission find the standards for conditional uses are met to **approve** construction of a four-story mixed-use building containing approximately 4,600 square feet of commercial space and 60 apartments, a four-story, 47-unit apartment building, a five-story, 39-unit apartment building, and a five-story, 40-unit apartment building at 2222-2304 City View Drive, subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 7**; and

- That the Plan Commission forward the Certified Survey Map to combine 2222-2304 City View Drive into one lot to the Common Council with a recommendation of **approval** subject to the conditions from reviewing agencies beginning on **page 13**.

## Background Information

**Parcel Location:** Two lots totaling 4.84 acres of land located on the west side of City View Drive extending north from its intersection with Crossroads Drive; Alder District 17 (Madison); Sun Prairie Area School District.

**Existing Conditions and Land Use:** Mostly undeveloped land, zoned SE (Suburban Employment District). Surface parking serving 5315-5325 Wall Street and 2303 Crossroads Drive extends onto the northern edge of 2304 City View Drive parcel, where a utility equipment enclosure is also located.

### Surrounding Land Uses and Zoning:

North: Two-story multi-tenant office buildings and surface parking along Wall Street, zoned SE (Suburban Employment District);

South: One-story multi-tenant flex/warehouse/distribution buildings and undeveloped land, zoned SE;

West: Three- and four-story multi-tenant office buildings on the west side of Crossroads Drive and a five-story multi-tenant office building on the east side of Crossroads, zoned SE;

East: Two-story multi-tenant office building and undeveloped land, zoned SE; Hanover Square Apartments on the east side of City View Drive north of Quarry Park Road, zoned PD (Planned Development District).

**Adopted Land Use Plans:** The 2019 [Nelson Neighborhood Development Plan](#) recommends the parcel at 2222 City View Drive for Community Mixed-Use development, while the parcel at 2304 City View and the land to the north and west of the subject site are recommended for Employment uses. Residential uses at varying densities and building types are generally recommended to the east of City View with the exception of the existing office building at the southeastern corner of Quarry Park Road, which is identified as Employment.

The 2023 [Comprehensive Plan](#) generalized future land use maps generally follow the land uses recommended in the [Nelson Neighborhood Development Plan](#), except that the variety of residential types and densities recommended for the east side of City View Drive are all aggregated into the Medium Residential (MR) category.

**Zoning Summary:** The subject site is zoned SE (Suburban Employment District):

Requirements	Required	Proposed
Lot Area	20,000 sq. ft.	210,673 sq. ft.
Lot Area (for exclusive residential use)	2,000 sq. ft./unit Building 3: 78,000 sq. ft. Building 4: 80,000 sq. ft.	210,673 sq. ft.
Lot Width	65'	Will exceed
Maximum Front Yard Setback	0' or 5'	Building 1: 14.55' Building 2: 17.0' Building 3: 16.87' Building 4: 17.16'
Side Yard Setback (street side yard)	0' or 5'	13.94'

Requirements		Required	Proposed
Side Yard Setback (for exclusive residential use)		15' or 20% of building height	Adequate
Rear Yard		30'	All buildings will comply
Maximum Lot Coverage		75%	51%
Minimum Building Height		22'	Building 1/2: 5 stories/58'0" Building 3: 5 stories/65'6" Building 4: 5 stories/67'0"
Maximum Building Height		5 stories/ 68' Residential uses: 4 stories/55'	
Auto Parking		No minimum required	189 garage; 105 surface (294 total) (See Zoning conditions)
Electric Vehicle (EV) Stalls		10% EV ready: 29	30
Accessible Stalls		2	2
Bike Parking		Multi-family dwelling: 1 per unit up to two-bedrooms, half space per additional bedroom (188) 1 guest space per 10 units (19) General retail; service business; office: 1 per 2,000 sq. ft. floor area (2) (209 total)	189 garage; 24 surface (213 total) (See Zoning conditions)
Loading		None	0
Building Forms		Building 1 & 2: Flex Building Buildings 3 & 4: Large Multi-Family Buildings	Will comply (See Zoning Conditions)
Other Critical Zoning Items			
Yes:	Barrier Free, Utility Easements		
No:	Transit-Oriented Development Overlay, Urban Design, Wellhead Protection, Waterfront Development, Wetlands, Floodplain, Adjacent to Park, Landmarks		
Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator			

**Environmental Corridor Status:** The subject site is not located in a mapped environmental corridor.

**Public Utilities and Services:** The site is currently served by a full range of urban services, including Metro Transit, which operates daily all-day transit service along High Crossing Boulevard nearest this property, with trips at least every 30 minutes on the Route A1 Bus Rapid Transit spur (to/from Sun Prairie). There are no eligible trips towards US Green Building Council/LEED Quality Access to Transit points due to the closest Metro Transit bus stops with regularly scheduled service being at least a half-mile walking distance from the site.

## Project Description

The applicant is seeking conditional use approvals in the SE zoning district to allow construction of a four-story mixed-use building at the corner of Crossroads Drive and City View Drive and construction of three apartment buildings along the west side of City View north of the mixed-use building. The four buildings will occupy a 4.84-acre site addressed as 2222 and 2304 City View Drive. In addition to the conditional uses required for the project, the applicant is also seeking approval of a Certified Survey Map (CSM) to combine the two existing lots comprising the subject site into one lot.

The subject site is characterized by approximately 50 feet of grade change from the northeastern corner of the 2304 City View Drive parcel to the west and southwest to a low point adjacent to the City View-Crossroads intersection on the 2222 City View Drive parcel. The property is devoid of any significant vegetation and is mostly undeveloped with the exception of surface parking lots for the adjacent office buildings and a utility enclosure, which are located along the northern property line of the 2304 parcel.

From south to north, Building 1 will be a four-story building that will primarily parallel Crossroads Drive. The building will include 4,606 square feet of ground floor commercial space that will primarily be located along the Crossroads elevation before wrapping the southeastern corner onto City View Drive. In addition to the commercial space, the applicant proposes two “business center” spaces along the Crossroads elevation. The remainder of the ground floor of Building 1 will include structured parking that will be accessed from a driveway from City View. Above the ground floor, four stories of residential units are proposed, which will contain 60 units. Because of the grade present at that corner of the site, Building 1 will appear as a five-story structure along Crossroads Drive; however, the building will otherwise be built into the grade and therefore be considered a four-story building for zoning purposes.

Building 2 will parallel City View Drive and is proposed as a four-story apartment building with 47 units. Building 2 is labeled as such on the plans for the project to distinguish it from Building 1 described above. However, Buildings 1 and 2 are actually considered one for zoning purposes because they will share underbuilding parking as well as a structured outdoor tenant patio and open space to be located above the structured parking that will serve the two buildings. A common room and fitness room for tenants are proposed on the northeasterly side of Building 1, which will open onto the patio and open space between Buildings 1 and 2. Units on the ground floor of Building 2 will have entrances oriented to the City View Drive sidewalk.

Buildings 3 and 4 will both be five stories tall and contain 39 and 40 apartment units, respectively. Both Buildings 3 and 4 will parallel City View and include first floor units with direct connections to the public sidewalk.

In all, 186 dwelling units are proposed across the four buildings, which will consist of 20 studio units, 94 one-bedroom units, 68 two-bedroom units, and four three-bedroom units. Parking for 189 automobiles and 189 bicycles will be provided within the buildings. Additionally, 105 automobile parking stalls will be provided in three lots generally at the rear or side of the buildings as shown on the project plans. A summary of the proposed unit breakdown and parking to be provided may be found in the letter of intent accompanying the conditional use application materials. The exterior of the four buildings will be comprised of common palette of materials that will include a combination of two-toned horizontal composite siding, composite panels, and light brown/ tan brick.

## Analysis

Multi-family dwellings and dwelling units in mixed-use buildings are conditional uses in the SE (Suburban Employment) zoning district. Additionally, any building (regardless of use) taller than five stories and 68 feet and any residential building taller than four stories and 55 feet may only be allowed in SE zoning following approval of a conditional use by the Plan Commission.

### Consistency with Adopted Plans

The subject site is located within the boundaries of the Nelson Neighborhood Development Plan, which was first adopted in 1992 and comprehensively amended in 2019 to provide development, transportation, housing, and public infrastructure/resource recommendations for the area of the existing and future City bounded by Interstate

39/90/94 to the west, US Highway 151 and the City of Sun Prairie to the north, Reiner Road to the east, and the Wisconsin & Southern railroad to the south.

The Nelson Neighborhood Development Plan recommends the parcel at 2222 City View Drive for Community Mixed-Use development, while the parcel at 2304 City View and the lands to the north and west of the subject site are recommended for Employment uses. Residential uses at varying densities and building types are generally recommended to the east of City View with the exception of the existing office building at the southeastern corner of Quarry Park Road, which is identified as Employment.

Employment areas in the Nelson planning area are recommended to include business and professional offices, hotels, biotech and medical uses, and research and development uses in compact, multi-story buildings (generally up to four stories). Service and restaurant uses that generally serve the surrounding area and/or are associated with a larger office use may be integrated as ground-floor uses. The plan recommends that buildings in the Employment areas be placed close to the street, have accessible entrances from the sidewalk, and that parking not be located between the building and public sidewalks.

The Community Mixed-Use recommended for the 2222 parcel is recommended as part of a mixed-use node introduced with the 2019 plan amendment to provide space for additional commercial to serve the diverse mix of uses that have developed over the last 30 or so years in the “High Crossing” development as well as the residential uses located south of the Nelson planning area and railroad in the Village at Autumn Lake development. In addition to the commercial spaces envisioned for the mixed-use node, which is centered on the City View-Crossroads intersection, moderately high-density housing is recommended above the first floor commercial spaces. Similar to the design recommendations in the Employment zone summarized above, buildings in the Community Mixed-Use node should be oriented to the abutting streets and include storefronts, common area access to upper-floor residences, and ground floor residences accessible from the street. Structured parking is encouraged, with no parking recommended between buildings and streets.

The 2023 Comprehensive Plan principally follows the recommendations in the neighborhood development plan and recommends the 2222 City View Drive parcel for Community Mixed-Use (CMU), while the remainder of the block north to Wall Street is recommended for Employment (E), including the parcel at 2304.

Staff believes that the proposed development is generally consistent with the land uses recommended for the subject site in adopted plans. The mixed-use building at the southern end of the site along Crossroads Drive is consistent with the Community Mixed-Use recommendations in both plans. However, staff views the three residential buildings to its north as being complementary to and an extension of the mixed-use node planned at the Crossroads-City View intersection despite them occupying land recommended for Employment in adopted plans. The 186 units to be developed in the four-building project should contribute to the intensity of the planned mixed-use node and contribute positively to the overall mix of uses present in the High Crossing area, which includes a variety of offices, highway-oriented lodging, flex warehousing and distribution uses, and residential of varying density and type.

#### Consideration of the Conditional Use Standards

The Plan Commission may not approve an application for a conditional use unless it can find that all of the standards found in Section 28.183(6)(a), Approval Standards for Conditional Uses, are met. That section states: “The City Plan Commission shall not approve a conditional use without due consideration of the recommendations in the City of Madison Comprehensive Plan and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans. No application for a

conditional use shall be granted by the Plan Commission unless it finds that all of the [standards for approval in Section 28.183(6) are met].”

The Planning Division believes that the Plan Commission may find that the conditional use standards are met for the proposed development. The uses, values and enjoyment of other property in the neighborhood for purposes already established should not be substantially impaired or diminished in any foreseeable manner by the project, nor should the establishment of the conditional uses impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. Comments submitted by agencies do not suggest that the proposed development will negatively impact the City’s ability to provide services to the project subject to meeting the recommended conditions of approval in the final section of this report. However, the Traffic Engineering Division has submitted a comment that the project will need to reduce the number of proposed driveways in order to comply with MGO Section 10.08(2), which limits the number of driveways for this site to three (3).

As noted above, by-right building heights in the SE district are limited to five stories and 68 feet, with additional height allowed with conditional use approval, except that residential buildings are limited to four stories and 55 feet unless additional height is approved as a conditional use. In this case, Buildings 1 / 2 is considered a mixed-use building, which may be up to five stories and 68 feet tall. The Zoning Administrator has determined that building will have an average height of 58 feet and therefore does not require a conditional use for height. However, Building 3 will be five stories and 65.5 feet tall, while Building 4 will be five stories and 67.0 feet tall, both therefore requiring that a conditional use be approved for those buildings.

In order for the additional height in stories and feet to be approved, the Plan Commission shall find that conditional use standard #11 is met, which states:

*When applying the above standards to an application for height in excess of that allowed in the district, the Plan Commission shall consider recommendations in adopted plans; the impact on surrounding properties, including height, mass, orientation, shadows and view; architectural quality and amenities; the relationship of the proposed building(s) with adjoining streets, alleys, and public rights of ways; and the public interest in exceeding the district height limits.*

The Planning Division believes that the Plan Commission may find that standard 11 is met. Like the overall development, Buildings 3 and 4 are generally well designed, should be compatible with their varied surroundings, and should have a positive relationship with City View Drive, the public street that will adjoin them. Staff feels that it would not be in the public interest to not approve the heights proposed for those buildings.

#### Criteria for Certified Survey Map

Finally, the Plan Commission may find that the proposed one-lot Certified Survey Map to combine the underlying lots that comprise the subject parcel meets the standards and criteria for approval subject to the conditions in the Recommendations section of the report.

## **Conclusion**

The Planning Division believes that the Plan Commission may find that the proposed development meets the standards for conditional use approval. The project’s 186 dwelling units and approximately 4,600 square feet of commercial space are generally consistent with the recommendations in the Nelson Neighborhood Development

Plan to create a community mixed-use node at the intersection of Crossroads Drive and City View Drive despite a portion of the project occupying land recommended for employment uses. Buildings 3 and 4 also meet conditional use standard #11 to exceed the four-story and 55-foot permitted height limit for residential buildings in SE zoning.

## Recommendation

### Planning Division Recommendation (Contact Timothy M. Parks, (608) 261-9632)

The Planning Division recommends the following to the Plan Commission:

- That the Plan Commission find the standards for conditional uses are met to **approve** construction of a four-story mixed-use building containing approximately 4,600 square feet of commercial space and 60 apartments, a four-story, 47-unit apartment building, a five-story, 39-unit apartment building, and a five-story, 40-unit apartment building at 2222-2304 City View Drive, subject to input at the public hearing and the conditions from reviewing agencies that follow; and
- That the Plan Commission forward the Certified Survey Map to create one lot at 2222-2304 City View Drive for the proposed development to the Common Council with a recommendation of **approval** subject to the conditions from reviewing agencies beginning on **page 13**.

### Recommended Conditions of Approval Major/Non-Standard Conditions are Shaded

#### Planning Division

1. Revise the floorplans in the final plans to show unit layouts in each building and the square footage of the commercial space(s) in Building 1. Also, label Crossroads Drive on Sheets AC100 and AC100.1.
2. Provide an elevation that shows the aboveground connection between Buildings 1 and 2 from City View Drive.
3. Label the utility building located along the northern edge of 2304 City View Drive on all relevant plan sheets.
4. Revise the site plans to remove the existing lot lines to be dissolved by the related CSM.

#### City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

5. The proposed development proposes to construct underground parking. Specifically, Building 3 appears to have a drive access that is downslope toward the building. The applicant shall provide more information on how this will be addressed.
6. Enter into a City / Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement.
7. The developer shall construct sidewalk, terrace, curb and gutter, and pavement to a plan as approved by the City Engineer.
8. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.

9. An Erosion Control Permit is required for this project.
10. A Storm Water Management Report and Storm Water Management Permit is required for this project.
11. A Storm Water Maintenance Agreement (SWMA) is required for this project.
12. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 and NR-151. However, a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at (608) 273-5612 of the WDNR to discuss this requirement. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.
13. Revise the site plan 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.
14. This site appears to be a mixed use building where one or more users will be subject to restaurant class sanitary sewer rates. It is recommended to have tenants with a commercial kitchen separately metered or sub-metered so the entire building is not subjected to the higher sewer rates. Additionally, please note these users will be required to submit proof of maintenance for their grease trap(s) to the City on an annual basis. Instructions will be provided when a Food and Drink permit is obtained from the Department of Public Health. If you have questions on the restaurant class sewer charges or grease trap maintenance, please contact Megan Eberhardt at [Meberhardt@cityofmadison.com](mailto:Meberhardt@cityofmadison.com) or (608) 266-6432.
15. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used.
16. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at [meberhardt@cityofmadison.com](mailto:meberhardt@cityofmadison.com), or Daniel Olivares (east) at [daolivares@cityofmadison.com](mailto:daolivares@cityofmadison.com), for approval.
17. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.
18. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.
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 submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Storm Water Management Plan & Report shall include compliance with the following:



Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. 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 to City Engineering.

Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.

Treat the first half inch of runoff over the proposed parking facility and/or drive up window.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any best management practices (BMP) used to meet stormwater management requirements on this project.

20. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

**City Engineering Division – Mapping Section** (Contact Julius Smith, (608) 264-9276)

21. The current drive entry proposed in development as constructed with retaining wall will effectively block any ingress egress from Lot 1 of CSM 14540. The Driveway and Cross Access Easement in Document No. 2927708 shall be terminated requiring approval from the benefiting parcel.

22. There are improvements on the parcel that belong to the owner of Lot 61 High Crossing Fifth Addition. These improvements include a generator, trash enclosure and parking lot pavement currently without any such rights on the existing parcel. An agreement/easement/outlot shall be created to address the rights if it is to remain as proposed.

23. Provide for review comprehensive reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas, storm management that are necessary to accomplish the land division or site development as proposed prior to final sign off. The document(s) shall be executed and recorded immediately subsequent to the CSM recording and prior to building permit issuance. The proposed site plan is dependent on storm water facilities being located across the parcel limits. Provide easements and agreements necessary for the proposed development. Additionally, the generator that currently exists on the site appears to benefit multiple other parcels confirm any rights that are needed and grant them in an agreement/easement if it is to remain as proposed.
24. Coordinate and request from the utility companies serving this area the easements required to serve this development.
25. Identify on the plans the lot and block numbers of recorded Certified Survey Map or plat.
26. The site plan shall include all fully dimensioned lot/ownership lines and easements.
27. The address of proposed Building 1 is 2245 Crossroads Drive. The address of proposed Building 2 is 2257 Crossroads Drive. The address of proposed Building 3 is 2302 City View Drive. The address of proposed Building 4 is 2326 City View Drive. The commercial addresses are to be determined. 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.

28. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds, the new parcel data created by the Assessor's Office, and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction or an early start permit.
29. Submit a site plan and a complete set of building Floor Plans (for each individual building) in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of an interior and building addressing plan for the proposed multi-building complex. Each building page should include a key locator and north arrow. Also, include a unit matrix for the apartment buildings. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this land use application with Zoning. The final approved Addressing Plan shall be included in said Site Plan Verification application materials. Per Section 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department. For any changes pertaining to the location, deletion, or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

**Traffic Engineering Division** (Contact Sean Malloy, (608) 266-5987)

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| 30. Traffic Engineering is not able to issue a commercial driveway permit for more than (3) driveways on this site, as shown, per MGO Section 10.08(2). The applicant shall revise their plans to reduce the number of driveways. |
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31. The applicant shall submit for review a waste removal plan for approval by the City Traffic Engineer, which shall include vehicular turning movements.
  32. The applicant shall submit a Commercial Delivery Plan for review. This plan will include times, vehicle size, use of loading zones and all related turning movements.
  33. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions 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.
  34. 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.
  35. 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.

36. All parking facility design shall conform to the standards in MGO Section 10.08(6).
37. All bicycle parking adjacent pedestrian walkways shall have a two (2)-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
38. All pedestrian walkways adjacent parking stalls shall be seven (7) feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
39. Per MGO Section 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
40. The applicant shall adhere to all vision triangle requirements as set in MGO Section 27.05 (no visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO Section 27.05(2)(bb), Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
41. 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 three stories prior to sign-off to be reviewed and approved by Andrew Oliver, ((608) 267-1979, aoliver@cityofmadison.com) Traffic Engineering Shop, 4151 Nakoosa Trail. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign-off.
42. All parking ramps as they approach the public right-of-way shall not have a slope to exceed 5% for 20 feet to ensure drivers have adequate vision of the right-of-way. If the applicant believes public safety can be maintained they shall apply for a waiver; approval or denial of the waiver shall be the determination of the City Traffic Engineer.
43. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.
44. The applicant shall provide a clearly defined five-foot walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheelchair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.
45. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign at all Class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan

46. The applicant shall show the dimensions for the proposed Class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.

**Parking Division** (Contact Trent W. Schultz, (608) 246-5806)

47. A Transportation Demand Management (TDM) Plan is required for the project, per MGO Section 16.03. The applicant shall submit a TDM Plan to [tdm@cityofmadison.com](mailto:tdm@cityofmadison.com). Applicable fees will be assessed after the TDM Plan is reviewed by staff.

**Zoning Administrator** (Contact Jenny Kirchgatter, (608) 266-4429)

48. Verify that the surface parking adjacent Building 2 is setback a minimum of 25 feet from the front lot line. A maximum of one drive aisle and two rows of surface parking, not to exceed seventy (70) feet of parking, may be located between the front of the principal building and the street, set back at least twenty-five (25) feet from the front lot line.

49. Bicycle parking for the commercial tenant spaces shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and will be reviewed prior to obtaining zoning approval for each use. Provide a minimum of two (2) short-term bicycle parking stalls located in a convenient and visible area on a paved or pervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within 100 feet of a principal entrance
50. Verify that the planting beds and landscape islands contain at least 75% vegetative cover. Per Sections 28.142 (3)(c) and 28.142(4)(e), planting beds or planted areas must contain at least 75% vegetative cover mulched. Mulch shall consist of shredded bark, chipped wood or stone installed at a minimum depth of two (2) inches. If stone is used, it shall be spread over weed barrier fabric.
51. Provide screening for the transformers and generators. The generators shall be located and screened to reduce their visual impact when viewed from neighboring property and to be compatible with neighboring structures and the character of the community. Screening materials, landscaping, or fencing shall be similar in appearance to those used for the principal structure on the zoning lot.
52. Provide the southeast elevation for the parking garage and roof terrace connection between Building 1 and 2.
53. Provide details demonstrating compliance with the bird-safe glass requirements in Section 28.129. For building façades where the first 60 feet from grade are comprised of greater than or equal to 50% glass, at least 85% of the glass must be treated. Of all glass areas over 50 square feet, any glass within 15 feet of a building corner must be treated. Identify which glass areas are 50 square feet or greater and which glass areas will be treated. Provide a detail of the specific treatment product that will be used.
54. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31 Sign Codes. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Fire Department** (Contact Matt Hamilton, (608) 266-4457)

55. The Madison Fire Department anticipates that the Building 1 & 2 will have multiple addresses based on street frontages. Comply with the requirements of MGO Section 34.501. When buildings or a complex of buildings are protected with a single or common fire protection system, a fire department connection and fire alarm

annunciator shall be provided for each address in a location approved by the Chief. The fire alarm system shall transmit signals for each address to the central alarm station. In addition to the fire protection components, a key box or vault shall be installed for each address in a location approved by the Chief.

**Parks Division** (Contact Adam B Kaniewski, (608) 261-4281)

56. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. Please reference ID# 25042 when contacting Parks Division staff about this project.

**Water Utility** (Contact Jeff Belshaw, (608) 261-9835)

57. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days' notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Avenue. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

58. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days' notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>); otherwise, they may be obtained from the Water Utility Main Office at 119 E Olin Avenue. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

**Forestry Section** (Contact Jeffrey Heinecke, (608) 266-4890)

59. As defined by MGO Section 10.10, City Forestry will assess the full cost of the street tree installation to the adjacent property owner. City Forestry will determine street tree planting sites and tree species type. Street tree planting will be scheduled after there is substantial completion of the new plat development along the street segment.

**Metro Transit** (Contact Tim Sobota, (608) 261-4289)

This agency has reviewed the request and recommended no conditions of approval.

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**Certified Survey Map – Recommended Conditions of Approval**

Major/Non-Standard Conditions are Shaded

**City Engineering Division** (Contact Brenda Stanley, (608) 261-9127)

1. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder

(261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.

2. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at (608) 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at (608) 261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

**City Engineering Division – Mapping Section** (Contact Julius Smith, (608) 264-9276)

3. The current drive entry proposed in development as constructed with retaining wall will effectively block any ingress egress from Lot 1 of CSM 14540. The Driveway and Cross Access Easement in Document No. 2927708 shall be terminated requiring approval from the benefiting parcel.
4. There are improvements on the parcel that belong to the owner of Lot 61 High Crossing Fifth Addition. These improvements include a generator, trash enclosure and parking lot pavement currently without any such rights on the existing parcel. An agreement/easement/outlot shall be created to address the rights if it is to remain as proposed. Add a note: "Lands within this CSM are subject to Covenants, Conditions, Restrictions and Easements per Document Nos. 980230, 984386 and Certification per Document No. 996748.
5. Provide for review comprehensive reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas, storm management that are necessary to accomplish the land division or site development as proposed prior to final sign off. The document(s) shall be executed and recorded immediately subsequent to the CSM recording and prior to building permit issuance. The proposed site plan is dependent on storm water facilities being located across the parcel limits. Provide easements and agreements necessary for the proposed development. Additionally, the generator that currently exists on the site appears to benefit multiple other parcels confirm any rights that are needed and grant them in an agreement/easement if it is to remain as proposed.
6. In accordance with Chapter 236, Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on a CSM. Clearly identify the difference between existing easements (cite recording data) and easements which are being conveyed by the land division. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this land division.
7. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final CSM.
8. Depict the cross-access easement rights set forth in Document No. 5342833.
9. On Note 6 on sheet 6 correct the document number from 5335587 to 5335582.
10. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required

tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)).

11. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office webpage for current tie sheets and control data that has been provided by the City of Madison.
12. Prior to Engineering final sign-off by main office for Certified Survey Maps, the final CSM shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
13. Show the centerline of the rights-of-way depicted per Wis. Stats. 236.20(2)(h) for all streets.
14. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

\*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

**Traffic Engineering Division** (Contact Sean Malloy, (608) 266-5987)

This agency has reviewed the request and recommended no conditions of approval.

**Parking Division** (Contact Trent W. Schultz, (608) 246-5806)

Note: This agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of certified survey map review. A TDM Plan will be required as part of the conditional use review.

**Zoning Administrator** (Contact Jenny Kirchgatter, (608) 266-4429)

This agency has reviewed the request and recommended no conditions of approval.

**Fire Department** (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed the request and recommended no conditions of approval.

**Water Utility** (Contact Jeff Belshaw, (608) 261-9835)

This agency has reviewed the request and recommended no conditions of approval.

**Parks Division** (Contact Adam B. Kaniewski, (608) 261-4281)

15. The following note shall be included on the CSM: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued." The Parks Division shall be required to sign off on this CSM

**Metro Transit** (Contact Tim Sobota, (608) 261-4289)

This agency has reviewed the request and recommended no conditions of approval.

**Forestry Division** (Contact Jeffrey Heinecke, (608) 266-4890)

This agency has reviewed the request and recommended no conditions of approval.

**Office of Real Estate Services** (Lance Vest, (608) 245-5794)

16. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report. When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain final approval sign-off.
17. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).
18. As of June 27, 2025, the 2024 real estate taxes remain due for the subject property. Per 236.21(3) Wis. Stats. and 16.23(4)(f)(3) Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off. Payment is made to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.
19. As of June 27, 2025, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to MGO Section 16.23(4)(f)(3).
20. Pursuant to Madison City Ordinance Section 16.23(4)(c)(1), the owner shall furnish an updated title report to ORES via email to Lance Vest (lvest@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (May 2, 2025) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.



21. Revise Note 6 on Sheet to replace the reference to Doc. No. "5335587" to "5335582".