

PLANNING UNIT REPORT
DEPARTMENT OF PLANNING AND DEVELOPMENT
September 19, 2005

RE: I.D. #01702, Zoning Map Amendment I.D. 3117, to rezone 1433 Monroe Street from M1 to C3 and I.D. # 01866, Conditional Use Application for the same

1. Requested Action: Approval of a request to rezone a 1.48-acre parcel located at 1433 Monroe Street from M1 (Limited Manufacturing District) and C3 (Highway Commercial District) to M1 and approval of a conditional use to allow construction of a new credit union with drive-thru windows.
2. Applicable Regulations: Section 28.12 (9) provides the process for zoning map amendments. Section 28.12 (11) provides the guidelines and regulations for the approval of conditional uses.
3. Report Drafted By: Timothy M. Parks, Planner

GENERAL INFORMATION

1. Applicant: Lisa Aumann, PLANNING Design Build, Inc.; 901 Deming Way, Suite 102; Madison, Wisconsin 53717.

Agent: Jeremy Frommelt, PLANNING Design Build, Inc.

Property Owner: University of Wisconsin Credit Union; 3500 University Avenue; Madison, Wisconsin 53705; Brad McClain, representative.

2. Development Schedule: The applicant wishes to begin construction as soon as all necessary land use approvals have been granted, with completion anticipated circa June 1, 2006.
3. Location: Approximately 1.48 acres located on the south side of Monroe Street between Regent Street and N. Randall Avenue; Aldermanic District 5; Madison Metropolitan School District.
4. Existing Conditions: Existing two-story UW Credit Union facility and surface parking lot, zoned C3 (Highway Commercial District) and M1 (Limited Manufacturing District).
5. Proposed Land Use: The existing credit union building will be sold to the University of Wisconsin for expansion of its campus police department facilities while a new credit union with three drive-thru windows will be constructed on the western portion of the site.
6. Surrounding Land Use and Zoning:
North: Camp Randall Stadium and University of Wisconsin Fieldhouse, zoned R5/ PUD-SIP;

South: The Regent Apartments, zoned R6 (General Residence District); Wisconsin Southern Railroad right of way;

East: University of Wisconsin police Department, zoned C3 (Highway Commercial District) and M1 (Limited Manufacturing District);

West: Madison Fire Department Station #4, zoned C3; Monroe-Regent Street intersection.

7. Adopted Land Use Plan: This area is identified as "Residential, Medium Density – Mixed Unit District" according to the 1988 Land Use Plan. The Draft Comprehensive Plan is tentatively recommending a "Neighborhood Mixed-Use District" for the south side of Monroe Street opposite Camp Randall Stadium, including this site.
8. Environmental Corridor Status: The subject site is not located in a mapped environmental corridor.
9. Public Utilities & Services: A full range of urban services serves the property.

STANDARDS FOR REVIEW

This application is subject to the standards for zoning map amendments and the standards for conditional use permits.

PLAN REVIEW

The applicant is requesting approval to rezone the subject property from M1 and C3 to C3 to facilitate development of a 3,774 square-foot, one-story credit union building with three drive-thru lanes. The site is comprised of 1.48 acres of land located on the south side of Monroe Street, approximately midway between Regent Street and N. Randall Avenue. The site includes a 0.03-acre strip of property located in the southwestern corner of the property that the property owner has purchased from the Wisconsin Department of Transportation, who controls the railroad right of way that extends along the southern boundary of the site.

The property is currently developed with a 12,500 square-foot, two story credit union building located on the eastern half of the parcel. The existing credit union includes approximately 3,600 square feet of office space leased to the University of Wisconsin Police Department, whose offices are located on the next parcel east of the site on Monroe Street. The existing credit union includes three drive-thru lanes located along the south wall. Parking for approximately 75 spaces is located generally west of the building, including 25 spaces organized around a center landscaped island that also includes the site's bicycle parking. Access to the site is provided by two-way driveway located in the northwestern corner of the property and a common driveway

located along the eastern property line that is shared with the adjacent UW police facility. Egress from the drive-thru lanes serving the existing credit union use the eastern shared driveway.

The site currently has split zoning, with approximately the northern 60 percent of the property zoned C3. The remaining 40 percent of the property is zoned M1. The C3 zoning line is drawn approximately 180 feet south of and parallel to the centerline of Monroe Street and extends the length of the Monroe Street blockface between Regent Street and N. Randall Avenue. The M1 zoning present in the Monroe-Randall-Regent block is a remnant dating back to the interior of the block's historical use as home to a number of railroad-oriented land uses that included a lumberyard, fuel storage tanks and two coal distributors.

The new credit union with drive-thru will be constructed on the western 0.64-acres of the subject property. The property owner proposes to divide the 1.48-acre parcel via a Certified Survey Map, which is currently being reviewed administratively. The existing credit union/ office building will remain on a separate 0.84-acre parcel, which the University has an option to purchase. The UW intends to convert the building into additional space for the UW Police Department in the interim pending a future redevelopment of the two parcels. No plans for redevelopment of the police facility have been presented.

The proposed credit union will be located near the center of the proposed lot in the approximate location of the existing landscaped island. The sole vehicular access to the site will be provided by the existing driveway located in the northwestern corner of the site, with traffic to flow counter-clockwise around the building. The three-lane drive-thru service for the new credit union will be located along the east wall of the building, with a fourth lane provided for vehicles wishing to bypass the drive-thru and exit the property. Parking for 24 automobiles will be provided along the northern, western and southern property lines, while 13 bicycle parking stalls will be provided adjacent to the entrance to the credit union. A six-foot tall wood paneled dumpster enclosure will be located in the southeastern corner of the property.

The existing credit union will remain open during construction of the new facility next door. However, because the new facility will be constructed over most of the parking that serves the existing facility, a parking reduction was required. The existing credit union requires 42 parking stalls per the Zoning Ordinance; 23 stalls will be maintained on the subject site during construction. The developer has entered into an agreement with the UW to lease ten parking stall in the University's Lot 19 facility across Monroe Street from the site to supplement the parking lost across the street, resulting in a parking reduction request of nine spaces. The reduction has been administratively approved by the Zoning Administrator as provided in the Zoning Ordinance for reductions of less than 25% of the required parking (21.4% in this case).

The new credit union building will be of a modern design and will be constructed primarily of two-toned EIFS panels accented with a brick wainscot and vertical metal panels and topped with an angled metal-panel canopy over the drive-thru lanes. The public entrance to the building will

be located along the western half of the northern elevation facing Monroe Street and will be sheltered by a smaller metal canopy similar to the one over the drive-thru. Signs identifying the credit union will be placed on the north and south walls of the building.

Landscaping for the new credit union site features a row of ash and maple trees to be installed along the western and southern property lines. An existing row of shrubs that extend along the Monroe Street sidewalk will be replaced by a variety of mixed deciduous and coniferous shrubs extending the length of the northern property line. The narrow eastern edge of the property adjacent to the current credit union will be limited to a selection of perennials and small shrubs.

EVALUATION AND CONCLUSION

The Planning Unit supports the rezoning of the 1.48-acre property entirely to C3 zoning and is generally supportive of the development of the new credit union facility with drive-thru on the western 0.64 acres of the overall property. The new building should provide the block opposite Camp Randall Stadium and the UW Fieldhouse with a much-needed visual enhancement of the block by developing what is now large surface parking lot.

Staff, however, has concerns regarding the location of the building on the site and the materials proposed. Ideally, the building would be sited closer to Monroe Street and all site parking would be located beside or behind the building to strengthen the street wall on the block between Regent Street and N. Randall Avenue. Currently, the block includes a variety of buildings with different locations on their individual sites. Building setbacks in the block include a 20-foot setback from the property line for Fire Station #4, 15-foot setbacks for both the existing credit union and current UW police facility to the east, and five feet or less for both the Stadium Bar and laundromat located up the block closer to N. Randall Avenue. None of the other neighboring building sites have parking between the building and the street, as would be the case with the proposed credit union.

However, the ability to design the new credit union with drive-thru facilities while locating the building closer to Monroe Street is limited. As noted earlier, the property owner has accepted an offer to sell the eastern 0.84 acres of the property containing the existing credit union to the University, who intends to expand the space devoted to the UW Police Department next door. While the UW intends to maintain the existing buildings located on the 0.84-acre parcel and adjacent property at 1429 Monroe Street for the time being, future plans for those parcels may change the location and/or orientation of buildings on the site. A redesign of the 0.64-acre site containing the new credit union to place that building closer to the street would require the credit union to share a driveway onto Monroe Street with the University. The University has indicated no interest in sharing a driveway due to the constraints that sharing a driveway might place on future redevelopment options for the police facility properties. In addition, the Traffic Engineering Division has indicated that the number of curb cuts on Monroe Street will generally be limited in the future to one per lot in order to lessen any impact driveways would have on the

number of on-street parking spaces available in that block. Redesign of the site without the support of the UW of a shared driveway would require approval of a second curb cut by the Traffic Engineer with the appeal of that decision to the Board of Public Works.

The Planning Unit is recommending that the building materials utilized with the new credit union be amended to include a presence of more brick and significantly less EIFS. While the modern building design should provide the block with an improved look, staff believes that more durable materials should be used while maintaining the aesthetic character of the building intended by the developer. Fiber cement boards or textured concrete panels should strongly be considered in lieu of the EIFS and in addition to more brick veneer.

RECOMMENDATION

The Planning Unit recommends that the Plan Commission forward Zoning Map Amendment I.D. 3117, rezoning 1433 Monroe Street from C3 and M1 to C3, to the Common Council with a recommendation of **approval**, and that the Commission find the conditional use standards met and **approve** a planned residential development, subject to input at the public hearing, approval of the rezoning, and the following conditions:

1. Comments from reviewing agencies.
2. That the building elevations be revised per Planning Unit approval to incorporate additional brick veneer on the elevations where brick is currently proposed, and for the EIFS panels to be replaced with a more durable building material, which may include fiber cement panels, textured concrete panels or additional masonry. In the alternative, the Plan Commission may refer this matter to the Urban Design Commission for an advisory recommendation on the building materials.



Traffic Engineering Division

David C. Dryer, City Traffic Engineer

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
P.O. Box 2986
Madison, Wisconsin 53701-2986
PH 608/266-4761
TTY 608/267-9623
FAX 608/267-1158

September 8, 2005

TO: Plan Commission

FROM: David C. Dryer, P.E., City Traffic Engineer

SUBJECT: 1433 Monroe Street – Rezoning / Conditional Use M1 to C3 – New Credit Union w/Drive-Up

The City Traffic Engineering Division has reviewed the subject development and has the following comments.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. If the parking spaces are to be accessory parking on special event for the University of Wisconsin. The subject conditional use is conditionally approved provided the subject accessory parking is used, managed and operated in accordance with the City-approved Kohl Center Transportation Management Plan (TMP). The applicant should contact the UW Athletic Dept. The applicant should provide a letter of approval from the UW Athletic Dept. about management and operating accessory parking.
2. The applicant should submit revised site plans for existing 1433 Monroe St. credit union site according to M.G.O.

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

3. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), adjacent driveway approaches to lots on either side, 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'.
4. The applicant will need to show service points and ATM machine. The drive-thru shall be clearly identified with pavement markings and signage and the service point shall be

- shown. The Applicant shall provide to Traffic Engineering for approval, a Queuing Model showing provision for adequate queue storage of six (6) vehicles per service point that prevents queue interference with pedestrian or other vehicular movements.
5. The applicant shall show existing and new the driveway approaches according to the design criteria for a "Class III" driveway in accordance to Madison General Ordinance Section 10.08(4). The applicant shall dimension all existing and proposed driveway approaches on site plans.
 6. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
 7. The applicant should show the dimensions for proposed and existing parking stalls' items A, B, C, D, E, F, and O for degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2.
 8. A sidewalk shall be installed from the building entrance to the public sidewalk with ramps and cross walks as required.
 9. A "Stop" sign shall be installed at a height of seven (7) feet at driveway approach. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
 10. The Developer shall post a deposit or reimburse the City for all costs associated with any modifications to Street Lighting, Signing and Pavement Marking including labor and materials for both temporary and permanent installations.
 11. 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 John Leach, City Traffic Engineering at 267-8755 if you have questions regarding the above items:

Contact Person: Jeremy Frommelt
Fax: 608-836-5818
Email: jfrommelt@planningdesignbuild.com

DCD:DJM:dm



Department of Public Works
City Engineering Division

608 266 4751

Larry D. Nelson, P.E.
City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
608 264 9275 FAX
608 267 8677 TDD

Deputy City Engineer
Robert F. Phillips, P.E.

Principal Engineers
Michael R. Dalley, P.E.
Christina M. Bachmann, P.E.
John S. Fahrney, P.E.
David L. Benzschawel, P.E.
Gregory T. Fries, P.E.

Operations Supervisor
Kathleen M. Cryan

Hydrogeologist
Joseph L. DeMorett, P.G.

GIS Manager
David A. Davis, R.L.S.

DATE: September 13, 2005
TO: Plan Commission
FROM: Larry D. Nelson, P.E., City Engineer
SUBJECT: 1433 Monroe Street Conditional Use

The City Engineering Division has reviewed the subject development and has the following comments.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. The new credit union building will need an address assigned. Contact City Engineering for the new address.
2. Redevelopment of this site shall require storm water management to capture 40% of sediment, oil and grease capture, and a maintenance agreement.
3. Proposed CSM shall be recorded prior to building permits being issued.
4. Each lot shall have a separate sanitary sewer lateral.

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

**Engineering Division Review of Planned Community Developments, Planned Unit Developments
and Conditional Use Applications.**

Name: 1433 Monroe Street Conditional Use

General

- 1.1 The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
- 1.2 The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
- 1.3 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.
- 1.4 The site plan shall identify the difference between existing and proposed impervious areas.

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- 1.5 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.
- 1.6 The site plan shall include a full and complete legal description of the site or property being subjected to this application.

Right of Way / Easements

- 2.1 The Applicant shall Dedicate a _____ foot wide strip of Right of Way along _____.
- 2.2 The Applicant shall Dedicate a _____ foot wide strip of Right of Way along _____.
- 2.3 The Applicant shall Dedicate a Permanent Limited Easement for grading and sloping _____ feet wide along _____.
- 2.4 The City Engineer has reviewed the need for pedestrian and bicycle connections through the development and finds that no connections are required.
- 2.5 The Applicant shall Dedicate a Permanent Limited Easement for a pedestrian / bicycle easement _____ feet wide from _____ to _____.
- 2.6 The Developer shall provide a private easement for public pedestrian and bicycle use through the property running from _____ to _____.
- 2.7 The developer shall be responsible for the ongoing construction and maintenance of a path within the easement. The maintenance responsibilities shall include, but not be limited to, paving, repaving, repairing, marking and plowing. The developer shall work with the City of Madison Real Estate Staff to administer this easement. Applicable fees shall apply.

Streets and Sidewalks

- 3.1 The Applicant shall execute a waiver of notice and hearing on the assessments for the improvement of [roadway] _____ in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
- 3.2 **Value of sidewalk installation over \$5000.** The Applicant shall Construct Sidewalk to a plan approved by the City Engineer along _____.
- 3.3 **Value of sidewalk installation under \$5000.** The Applicant shall install public sidewalk along _____. The Applicant shall obtain a Street Excavation Permit for the sidewalk work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. All work must be completed within six months or the succeeding June 1, whichever is later.
- 3.4 The Applicant shall execute a waiver of their right to notice and hearings on the assessments for the installation of sidewalk along [roadway] _____ in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
- 3.5 The Applicant shall grade the property line along _____ to a grade established by the City Engineer. The grading shall be suitable to allow the installation of sidewalk in the future without the need to grade beyond the property line. The Applicant shall obtain a Street Excavation permit prior to the City Engineer signing off on this development.
- 3.6 The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
- 3.7 **Value of the restoration work less than \$5,000. When computing the value, do not include a cost for driveways. Do not include the restoration required to facilitate a utility lateral installation.** The Applicant's project requires the minor restoration of the street and sidewalk. The Applicant shall obtain a Street Excavation Permit for the street restoration work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees.
- 3.8 The Applicant shall make improvements to _____ in order to facilitate ingress and egress to the development. The improvement shall include a (Describe what the work involves or strike this part of the comment.) _____.
- 3.9 The Applicant shall make improvements to _____. The improvements shall consist of _____.
- 3.10 The approval of this Conditional Use does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. The curb location, grades, tree locations, tree species, lighting modifications and other items required to facilitate the development or restore the right of way shall be reviewed by the City Engineer, City Traffic Engineer, and City Forester.
- 3.11 The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street.

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The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.

- 3.12 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.
- 3.13 The Applicant shall obtain a privilege in streets agreement for any encroachments inside the public right of way. The approval of this development does not constitute or guarantee approval of the encroachments.
- 3.14 The Applicant shall provide the City Engineer with the proposed soil retention system to accommodate the restoration. The soil retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
- 3.15 The Applicant shall complete work on exposed aggregate sidewalk in accordance with specifications provided by the city. The stone used for the exposed aggregate shall be approved by the City. The Construction Engineer shall be notified prior to beginning construction. Any work that does not match the adjacent work or which the City Construction Engineer finds is unacceptable shall be removed and replaced.
- 3.16 All work in the public right-of-way shall be performed by a City licensed contractor.

Storm Water Management

- 4.1 The site plans shall be revised to show the location of all rain gutter down spout discharges.
- 4.2 Storm sewer to serve this development has been designed and constructed. The site plans shall be revised to identify the location of this storm sewer and to show connection of an internal drainage system to the existing public storm sewer.
- 4.3 The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used.
- 4.5 The applicant shall show storm water "overflow" paths that will safely route runoff when the storm sewer is at capacity.
- 4.6 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.
- 4.7 This site is greater than one (1) acre and the applicant is required by State Statute to obtain a Notice of Intent Permit (NOI) from the Wisconsin Department of Natural Resources. Contact Jim Bertolacini of the WDNR at 275-3201 to discuss this requirement.
- 4.8 This development includes multiple building permits within a single lot. The City Engineer and/or the Director of the Inspection Unit may require individual control plans and measures for each building.
- 4.9 If the lots within this site plan are inter-dependent upon one another for stormwater runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the site plan and recorded at the Dane Co Register of Deeds.
- 4.10 Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Please contact Greg Fries at 267-1199 to discuss this requirement.
- 4.11 The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
- 4.12 A portion of this project comes under the jurisdiction of the US Army Corp of Engineers and WDNR for wetland or flood plain issues. A permit for those matters shall be required prior to construction on any of the lots currently within the jurisdictional flood plain.
- 4.13 The Applicant shall submit, prior to plan sign-off, digital CAD files to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital copies shall be to scale and represent final construction.

CAD submittals can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) formats and contain 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.)

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com. Include the site address in this transmittal.

- 4.14 NR-151 of the Wisconsin Administrative Code will be effective on October 1, 2004. Future phases of this project shall comply with NR 151 in effect when work commences. Specifically, any phases not covered by a Notice of Intent (NOI) received from the WDNR under NR-216 prior to October 1, 2004 shall be responsible for compliance with all requirements of NR-151 Subchapter III. As most of the requirements of NR-151 are currently implemented in Chapter 37 of the Madison General Ordinances, the most significant additional requirement shall be that of infiltration.

NR-151 requires infiltration in accord with the following criteria. For the type of development, the site shall comply with one of the three (3) options provided below:

Residential developments shall infiltrate 90% of the predevelopment infiltration amount, 25% of the runoff from the 2-year post development storm or dedicate a maximum of 1% of the site area to active infiltration practices.

Commercial development shall infiltrate 60% of the predevelopment infiltration amount, 10% of the runoff from the 2-year post development storm or dedicate a maximum of 2% of the site area to active infiltration practices.

Utilities General

- 5.1 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.
- 5.2 The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
- 5.3 All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.
- 5.4 The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
- 5.5 The site plans shall be revised to show the location of existing utilities, including depth, type, and size in the adjacent right-of-way.
- 5.6 The developer shall provide information on how the Department of Commerce's requirements regarding treatment of storm water runoff, from parking structures, shall be satisfied prior to discharge to the public sewer system. Additionally, information shall be provided on which system (storm or sanitary) the pipe shall be connected to.

Sanitary Sewer

- 6.1 Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner.
- 6.2 All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to connection to the public sewerage system.
- 6.3 Each unit of a duplex building shall be served by a separate and independent sanitary sewer lateral.
- 6.4 The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size and alignment of the proposed service.

**CITY OF MADISON
INTERDEPARTMENTAL
CORRESPONDENCE**

Date: September 11, 2005

To: Plan Commission

From: Kathy Voeck, Assistant Zoning Administrator

Subject: 1433 Monroe St., CSM, Rezoning and Conditional Use

Present Zoning District: M-1 and C3

Proposed Use: Divide current UW credit union lot into two lots, Lot 1 existing building and Lot 2 proposed new credit union building

Requested Zoning District: C3

Conditional Use: 28.09(2)(d)23 drive up facilities for a bank are a conditional use

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project). NONE.

GENERAL OR STANDARD REVIEW COMMENTS

1. The final full sized plans submitted for sign off shall include both lots 1 and 2.
2. On Lot 1, provide four 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.

On Lot 2, show the proposed bike stalls on the plans that meet the above criteria.

3. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. Permits must be issued by the Zoning Section of the Department of Planning and Development.
4. 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 .08 watts per square foot.

5. 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.

ZONING CRITERIA

Bulk Requirements	Required	Proposed
Lot Area	6,000 sq. ft.	Lot 1 36,488 sq. ft. Lot 2 27,959 sq. ft.
Lot width	50'	Lot 1 140' Lot 2 162.17'
Usable open space	n/a	n/a
Front yard	0'	Lot 1 - 7.5' existing Lot 2 - 26' proposed
Side yards	0'	Lot 1, 22' & 8' approx.
Rear yard	Lot 1 30' Lot 2 10'	Lot 1, existing Lot 2, 75' irregular lot
Floor area ratio	3.0	Less than 1.0 (each lot)
Building height	--	Lot 1 two stories Lot 2 one story

Site Design	Required	Proposed
Number parking stalls	Lot 1, 42 Lot 2, 13	Lot 1, 23 on site, 10 at UW lot across the street and 9 stall parking reduction. Lot 2, 24
Accessible stalls	Lot 1, 1 Lot 2, 1	Lot 1, 2 Lot 2, 2
Loading	Lot 1 Lot 2 n/a	Lot 1, existing Lot 2, 1 stall provided
Number bike parking stalls	Lot 1, 4 Lot 2, 2 minimum	Lot 1 (2) Lot 2 (2)
Landscaping	as shown	adequate (5)
Lighting	no	(4)

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Other Critical Zoning Items	
Urban Design	No
Historic District	No
Landmark building	No
Flood plain	No
Utility easements	No
Water front development	No
Adjacent to park	No
Barrier free (ILHR 69)	Yes

With the above conditions, the proposed project does comply with all of the above requirements.



CITY OF MADISON FIRE DEPARTMENT

Fire Prevention Division

325 W. Johnson St., Madison, WI 53703-2295

Phone: 608-266-4484 ♦ FAX: 608-267-1153

DATE: 9/8/05
TO: Plan Commission
FROM: Edwin J. Ruckriegel, Fire Marshal
SUBJECT: 1433 Monroe St.

The City of Madison Fire Department (MFD) has reviewed the subject development and has the following comments:

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. None.

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

2. Provide fire apparatus access as required by Comm 62.0509 and MGO 34.19, as follows:
 - a. The site plans shall clearly identify the location of all fire lanes.

Please contact John Lippitt, MFD Fire Protection Engineer, at 608-261-9658 if you have questions regarding the above items.

cc: John Lippitt