



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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September 26, 2017

Robert Klebba
704 E Gorham Street
Madison, WI 53703

RE: Legistar #48230; Accela 'LNDUSE-2017-00063' -- Approval of a request to rezone a single 0.669 acre parcel of land from DR-1 (Downtown Residential - 1) to PD (Planned Development) at **130 E. Gilman Street.**

Dear Mr. Klebba:

At its September 5, 2017 meeting, the Common Council, meeting in regular session, found the standards met and approved your rezoning request to rezone the property located at 130 East Gilman Street from DR-1 (Downtown Residential – 1 District) to PD (Planned Development District) for the conversion of a residence into an eight-room hotel. The following conditions shall be satisfied prior to final approval and recording of the Planned Development and the issuance of building permits for your project.

Please contact Timothy Troester of the Engineering Division at 267-1995 if you have any questions regarding the following three (3) items:

1. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction. (POLICY)
2. All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5) and MGO 23.01)
3. All damage to the pavement on E Gilman St, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY)

Please contact Jeff Quamme of the Engineering Division–Mapping Section at 266-4097 if you have any questions regarding the following item:

4. Hotel room numbers shown on the plan set do not conform to addressing standards. Submit a PDF of all floor plans to izenchenko@cityofmadison.com so that a preliminary interior addressing plan can be developed prior to plans being submitted for permit review. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-2657 if you have any questions regarding the following five (5) items:

5. All parking facility design shall conform to the MGO standards, as set in section 10.08(6). The proposed parking does not meet the ordinance and the applicant shall work with Traffic Engineering to alter the parking geometrics to bring the site into compliance.
6. As parking is difficult in this area, the applicant shall work with Traffic Engineering to provide a Parking Management Plan. This plan should include how they will direct customers to which facility and how they will gain access. It shall include expected demands for events and any agreements the applicant has entered into to meet this demand.
7. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings 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.
8. 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.
9. 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.

Please contact Jenny Kirchgatter, Assistant Zoning Administrator at 266-4429 if you have any questions regarding the following nine (9) items:

10. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the dimensions of the required van accessible stall. A van accessible stall is a minimum of 8 feet wide with an 8 foot wide striped access aisle or 11 feet wide with a 5 foot wide access aisle.

11. Bicycle parking for the project shall comply with the requirements of Sections 28.141(4)(g), Table 28I-3, and 28.141(11). Work with Zoning staff to verify the minimum number of required bicycle parking stalls. Provide the minimum number of required short-term bicycle parking stalls located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Identify and show the dimensions of the bicycle parking pad and stalls on the plans. Provide a detail of the proposed bike rack.
12. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
13. Show the trash enclosure area on the site plan. All developments, except single family and two family developments, shall provide a refuse disposal area. Such area shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet. Submit a detail of the trash enclosure.
14. Identify and label the building materials and colors of the proposed porch addition on the building elevations.
15. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.
16. Work with Planning and Zoning staff to finalize the Zoning text and event management plan.
17. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
18. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:

19. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances. Provide a fire sprinkler and a fire alarm system per IFC 2015 edition.

Please contact Janet Schmidt of the Parks/Forestry Division at 261-9658 if you have any questions regarding the following item:

20. NOTE: East Gilman Street will be reconstructed by City project in 2018 and will have both Ash trees being preemptively removed due to Emerald Ash Borer as part of the project. Forestry will plant the replacements after both projects are complete.

Please contact Tim Sobota of Metro Transit at 261-4289 if you have any questions regarding the following item:

21. Metro Transit provides daily bus service on East Mifflin and North Pinckney Streets, at stops in the North Hamilton Street intersection - roughly 1/3 of a mile walking distance from the proposed development.

Please contact Colin Punt at 243-0455 or Kevin Firchow at 267-1150 if you have questions regarding the following four (4) items. The Common Council approved conditions #24 and #25 after recommendation from the Plan Commission at the August 28, 2017 meeting:

22. Applicant shall provide a landscaping plan and planting schedule from a registered professional landscape architect.
23. Applicant shall provide elevation drawings of the southwest façade of the building with clearly labeled heights, colors, and materials.
24. That the parking on the western property line be set back an additional 2.1 feet if a certified arborist confirms that the additional parking set back will not have a negative impact on the existing mature oak trees.
25. That the parking and transportation elements in the applicant's letter of intent be incorporated into the parking management plan required in condition #6.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

The applicant is also required to satisfy the Urban Design Commission conditions of approval prior to the final staff approval of the project and the issuance of permits. Please contact Janine Glaeser, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.

The applicant is also required to satisfy the Landmarks Commission conditions of approval prior to the final staff approval of the project and the issuance of permits. Please contact Amy Scanlon, Historic Preservation Planner, at 266-6552 if you have any questions about those conditions.

Please now follow the procedures listed below for obtaining permits for your project:

After the planned development has been revised per the above conditions, please file **nine (9) sets** of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator at 126 South Hamilton Street. **This submittal shall all also include one (1)**

complete digital plan set in PDF format. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

If this plan is not recorded within one year of the date of approval by the Common Council, the approval shall be null and void. No construction or alteration of the property included in this application shall be permitted until a Specific Implementation Plan (SIP) has been approved and recorded.

Within thirty-six (36) months of Common Council approval of the general development plan, the basic right of use for the areas, when in conformity with the approved specific implementation plan, shall lapse and be null and void unless 1) the project, as approved, is commenced by the issuance of a building permit, or 2) if an application for an extension is filed at least thirty (30) days prior to the expiration of the thirty-six (36) month period and the Plan Commission, after a public hearing pursuant to Sec. 28.181(5), determines that no changes in the surrounding area or neighborhood since approval of the general development plan render the project incompatible with current conditions and grants an extension of up to twenty-four (24) months in which to obtain a building permit. In no case shall an extension allow a building permit to be issued more than sixty (60) months after approval of the general development plan by the Common Council. If a new building permit is required pursuant to sec. 29.06(4), Madison General Ordinances, a new petition and approval process shall be required to obtain general development plan approval and specific implementation plan approval.

If you have any questions regarding recording this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 243-0554.

Sincerely,



Sydney Prusak on behalf of Colin Punt
Planner

cc: Timothy Troester, City Engineering
Jeff Quamme, Engineering Mapping
Eric Halvorson, Traffic Engineering
Jenny Kirchgatter, Zoning
Bill Sullivan, Fire Department
Janet Schmidt, Parks Division

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Punt)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Metro Transit
<input type="checkbox"/>	Water Utility		