



Department of Planning & Community & Economic Development

Planning Division

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February 5, 2015

Marc Ott & Ted Matkom
Gorman & Company
200 N. Main Street
Oregon, Wisconsin 53575

RE: Approval of an amended Planned Development–Specific Implementation Plan to allow construction of two mixed-use buildings at Union Corners on land addressed as 2504 Winnebago Street, which will contain 22,240 square feet of leasable commercial space and 90 apartments.

Gentlemen;

At its February 3, 2015 meeting, the Common Council **conditionally approved** your application for PD (SIP) approval of Buildings 4 and 5 of Union Corners on land addressed as 2504 Winnebago Street subject to the following conditions, which shall be satisfied prior to final approval and recording of the specific implementation plan and the issuance of permits for new construction:

Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following thirty (30) items:

1. Reciprocal easements and/or agreements including, but not limited to, access, parking, utilities, common areas, storm management, courtyards and other items will be necessary to accomplish the development as proposed. Recorded copies of the easement/agreement(s) shall be provided prior to final site plan sign off of the SIP.
2. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data so that the permitting system can upload this data and permit issuance made available for this new land record.
3. The underground parking structure crosses a proposed lot line. Buildings are not permitted to cross lot lines unless the building complies with related fire code requirements. Contact Bill Sullivan with the Madison Fire Department for additional information needed to permit this configuration.
4. Overall site plan sheet calls the southerly proposed building "Lot 3" and the northerly proposed building "Lot 4". The preliminary CSM for this area reverses these lot numbers. Please coordinate and update any sheets with the CSM data.

5. The larger southerly building will have a base parcel address of 2418 Winnebago Street. The smaller northerly building will have a base parcel address of 2506 Winnebago Street. Additional addresses and internal addresses will be assigned when an addressing plan is created.
6. The proposed walkway through the development and within the lots of the proposed CSM shall be considered a Type V walkway, which is privately owned and maintained.
7. The applicant shall be required to enter into Developer's Agreements for the improvements in the right of way that are being proposed, which include but are not limited to street improvements on Winnebago Street to enhance the parking, curb and gutter, sidewalk reconstruction, new sidewalk installation on Winnebago Street, closure of unused driveways and utility improvements and street lighting improvements to serve the developments.
8. If the street design as shown on submitted plans is approved by the Board of Public Works, the applicant shall enter into a perpetual maintenance agreement to maintain the diagonal markings and to maintain the street, including snow removal from the diagonal parking.
9. 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 Engineering Division signing off on this project.
10. The site plan shall identify lot and block numbers of recorded Certified Survey Map or plat.
11. The site plan shall reflect a proper street address of the property as reflected by official City Assessor's and Engineering Division records.
12. Submit a PDF of all floor plans to zenchenko@cityofmadison.com so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
13. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
14. The approval of this development 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.

15. The applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. 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.
16. The applicant shall replace all sidewalk and curb and gutter that abuts the property that 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.
17. The applicant shall provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
18. All work in the public right of way shall be performed by a City-licensed contractor.
19. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl of the Parks Division, dkahl@cityofmadison.com or 266-4816. Approval and permitting of any tree removal or replacement shall be obtained from the City Forester and/or the Board of Public Works prior to final approval of the site plan.
20. All damage to the pavement on Winnebago Street adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.
21. This project falls in the Rock River TMDL Zone and is subject to increased erosion control enforcement as authorized by Resolution 14-00043 passed by the Common Council on January 21, 2014. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the Wisconsin Department Natural Resources (WDNR).
22. 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.
23. 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.
24. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of 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.
25. Effective January 1, 2010, the Department of Commerce's authority to permit commercial sites, with over 1 acre of disturbance, for stormwater management and erosion control has been transferred to the Department of Natural Resources (WDNR). The WDNR does not have an authorized local program transferring this authority to the City of Madison. The City of Madison has been required by the WDNR to continue to review projects for compliance with NR-216 and NR-151 but a separate

permit submittal is now required to the WDNR for this work as well. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. As this site is greater than 1 acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the Wisconsin Department of Natural Resources, prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.

26. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to: control 80% TSS (5 micron particle) off of new paved surfaces; provide oil and grease control from the first 1/2" of runoff from parking areas, and; complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 of MGO.
27. The applicant shall submit, prior to plan sign-off, digital PDF files to the City Engineering Division. The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
28. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including SLAMM DAT files, RECARGA files, TR-55/HYDROCAD/Etc., and Sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided).
29. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
30. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following twelve (12) items:

31. Improvements within the public right of way are not approvable through the planned development approval process. The applicant will need to seek further approvals for modifications to the public right of way. The applicant shall note that relocation of the sidewalk as shown for Lot 4 to accommodate the driveway will not be feasible.
32. If street design as shown on attached plans is approved by the board of public works, applicant shall enter into a perpetual maintenance agreement to maintain the diagonal markings and to maintain the street including snow removal from the diagonal parking.
33. The applicant shall be required to enter into Developer's Agreements for the improvements in the right of way that are being proposed, which include but are not limited to street improvements on Winnebago Street to enhance the parking, curb and gutter, sidewalk reconstruction, new sidewalk installation on Winnebago Street, closure of unused driveways and utility improvements to serve

the developments and street lighting improvements. The proposed improvements will require the approval of the Board of Public Works.

34. The applicant shall provide a clearly defined 5-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.
35. The number of off-street parking spaces reserved for residents use is not specified. Residents of this development shall not be eligible for participation in the Residential Permit Parking Program unless 24-hour a day, 7-day a week reserved off-street parking spaces are provided with a minimum 1:1 ratio of spaces per dwelling unit. The applicant shall inform all potential residents of this development of this restriction in their apartment leases. In addition, the applicant shall submit a copy of the lease noting the above condition.
36. There are 33 parking spaces noted on the letter of intent within the City right of way. These spaces are open to the public and are not reserved for the exclusive use of this development.
37. The applicant shall submit one contiguous plan for approval. The plan drawing shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
38. 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.
39. All entrances shall conform to City standards for a Class III entrance a 'commercial' type and not a 'street' type. All 'street' type entrance shall be modified and shown on the plan.
40. 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.
41. All parking facility design shall conform to the standards in MGO Section 10.08(6).
42. The applicant shall execute and return a declaration of conditions and covenants for streetlights and traffic signals prior to sign off. The applicant will need to provide a deposit for their reasonable and proportionate share of traffic signal costs.

Please contact Pat Anderson, Assistant Zoning Administrator, at 261-9658 if you have any questions regarding the following two (2) items:

43. Provide bike parking in a safe and convenient location on an impervious surface. Stalls shall be distributed as both *Short Term* and *Long Term* bicycle parking, as required per MGO Sections 28.141(4) and 28.141(11). Provide a detail of the bike rack design including any wall mounts. Identify and dimension required stalls on the final plan. Bike parking for the apartments shall equal 1 stall per unit up to two-bedrooms, plus an additional half space per additional bedroom (97), plus 1 guest space per 10 units. Short-term parking for residential guests shall be within 100 feet of principal entrance. Required bike parking stalls for the commercial/ retail component of the project shall comply with the requirements in Sections 28.141(4)(g) and 28.141(11) and future tenants shall be calculated at the time building permits for occupancy are requested. NOTE: A bike-parking stall is 2 feet by 6 feet with a 5-foot access area. Provide a detail of the bike rack to be installed with the SIP.
44. Signage approvals are not granted by the Plan Commission. Signage shall be reviewed for compliance with MGO Chapter 31. Sign permits must be reviewed by the Urban Design Commission and issued by the Zoning Section of the Department of Planning and Community and Economic Development prior to installation.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:

45. Note: All operating private wells shall be identified and permitted by the Madison Water Utility and all unused private wells shall be abandoned in accordance with MGO Sec. 13.21.

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

46. Since the proposal is for one structure that appears as two structures above grade, multiple fire service features will be applicable, such as **two** Fire Department connections, **two** fire alarm annunciator panels, and **two** Fire Department key boxes.

Please contact Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following three (3) items:

47. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff on the development. This development is within the Olbrich park impact fee district (SI25). Please reference ID# 14124.1 when contacting Parks Division staff about this project. [Note: 2015 Park Impact Fees are now in effect.]
48. Street trees are required for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl—dkahl@cityofmadison.com or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in Section 209 of City of Madison Standard Specifications for Public Works Construction.

49. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

Please contact my office at 261-9632 if you have any questions about the following four (4) items:

50. The Winnebago Street entrances into the first floor commercial spaces in each building shall be unlocked and operable during business hours. Operable doors into those spaces from the private 'serpentine' path and central plaza are also encouraged.

51. That the specific implementation plan be revised prior to final approval by the Planning Division and the issuance of building permits for the clinic as follows:

- a.) provide a project data table on Sheet C100 that includes the gross square-footage of each building, the net square-footage of the commercial and residential spaces, dwelling units per building, and the number of surface and structured bike and automobile parking spaces in this phase;
- b.) the height above grade shall be dimensioned on each elevation on Sheets A401 and A402;
- c.) the Civil and Architectural sheets shall identify the two buildings consistently throughout the plan set.

52. The applicant may submit a zoning text specific to this project for review and approval by the Planning Division and Zoning Administrator prior to recording or note that this project is subject to the zoning text conditionally approved with the final Union Corners General Development Plan.

53. No utility or HVAC pedestals or penetrations, including HVAC wall packs for units, and gas meters or electric meters for buildings/ units shall be permitted without specific approval by the Urban Design Commission and Plan Commission. As part of the approval of this project, the commissions shall consider the louvers proposed to vent individual "wall-pack" heating and air-conditioning units shown on the northeastern and southwestern facades of both buildings.

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

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

After the planned development has been revised per the above conditions, please file **eleven (11) 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, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office.

The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

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

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

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 261-9632.

Sincerely,

Timothy M. Parks
Planner

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

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<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 checked="" type="checkbox"/>	Other: Metro Transit