

PLANNING DIVISION STAFF REPORT

May 12, 2025

PREPARED FOR THE PLAN COMMISSION



Project Address: 333-345 West Main Street, 110 South Henry Street, and 334 West Doty Street (District 4 – Alder Verveer)

Application Type: Zoning Map Amendment, Demolition Permit

Legistar File ID # [87470](#) & [87598](#)

Prepared By: Colin Punt, Planning Division
Report includes comments from other City agencies, as noted.

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Jason Erdahl; Ankrom Moisan Architects; 38 NW Davis Street; Portland, OR 97209

Owner: Tim Conroy; Capitol Lakes; 333 W Main St; Madison, WI 53703

Requested Action: The applicant is seeking approval of a demolition permit for an existing assisted living residential building and approval of a zoning map from PD (Planned Development district) to amended PD.

Proposal Summary: The applicant is seeking approvals to demolish a 44-unit assisted living facility at 333-345 West Main Street and construct a new four-story 49-unit multifamily apartment building with underground parking as part of an interconnected multi-building campus.

Applicable Regulations & Standards: Standards for zoning map amendments are found in §28.182(5) MGO. Standards for planned developments are found in §28.098(2) MGO. Standards of approval for demolition permits are found in §28.185(6) MGO.

Review Required By: Landmarks Commission, Urban Design Commission, Plan Commission, Common Council

Summary Recommendations: The Planning Division recommends the following to the Plan Commission regarding the applications for 333-345 West Main Street, et al. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 6.

- That the Plan Commission find that the standards for zoning map amendments and planned developments are met and forward the rezoning to Common Council with a recommendation to **approve**;
- That the Plan Commission find that the standards for demolition permits are met and **approve** demolition permits for the building at 333-345 West Main Street;

Background Information

Parcel Location: The subject site proposed for demolition and new construction is addressed as 345 West Main Street and is located at the southwest end of the block bounded by West Main Street, South Henry Street, West Doty Street, and South Broom Street. The entire block comprises a large interconnected building complex. The site is within Alder District 4 (Alder Verveer) and the Madison Metropolitan School District.

Existing Conditions and Land Use: 345 West Main Street is 1.23 acres occupied by a two-story building with 44 assisted living units. The 53,558 square foot parcel is zoned PD (Planned Development district), as is the rest of the block.

Surrounding Land Uses and Zoning:

Northwest: Across West Main Street, a one-story office building zoned UMX (Urban Mixed Use district) and a multilevel private parking facility zoned PD;

Southwest: Across South Broom Street one-, two, and three-unit residences zoned DR2 (Downtown Residential 2 district);

Southeast: Across West Doty Street one-, two, and three-unit residences zoned DR2 and PD; and

Northeast: Three buildings, including a 15-story residential highrise, five-story apartment building, and four-story memory care and skilled nursing building, that remainder of the Capitol Lakes multibuilding development, all zoned PD.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2023) recommends downtown core (DC). The [Downtown Plan](#) (2012) recommends downtown mixed-use with four-story maximum height limit.

Zoning Summary: The subject property is to be zoned PD (Planned Development District):

Requirements	Required	Proposed
Lot Area (sq. ft.)	As approved	As approved
Lot Width	As approved	As approved
Front Yard Setback	As approved	As approved
Side Yard Setback	As approved	As approved
Rear Yard Setback	As approved	As approved
Maximum Lot Coverage	As approved	As approved
Maximum Building Height	4 stories	4 stories

Site Design	Required	Proposed
Number Parking Stalls	No minimum	58
Electric Vehicle Stalls	6 EV Ready	None (2.)
Accessible Stalls	1	2
Loading	None	None
Number Bike Parking Stalls	54	56
Landscaping and Screening	Yes	Yes (3.)
Lighting	No	Yes
Building Form and Design	As approved	As approved

Other Critical Zoning Items	Urban Design (PD), Utility Easements
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Table Prepared by Jacob Moskowitz, Assistant Zoning Administrator

Environmental Corridor Status: The property is not located within a mapped environmental corridor.

Public Utilities and Services: The site is served by a full range of urban services.

Project Description

The applicant, representing Capitol Lakes Retirement Community, is seeking approval of a zoning map amendment from PD to revised PD-GDP-SIP and a demolition permit to demolish an existing 44-unit assisted living building and build a new four-story 49-unit apartment building.

Capitol Lakes functions as a full-block campus consisting of four buildings, with residents in independent living, assisted living, and skilled nursing. The proposed project involves the demolition of the existing 44-unit assisted living building at 345 West Main Street. The existing building two-story building has a conventional residential appearance with lap siding. A narrow wing connects the existing building to the adjacent Health Center building. In submitted photos the building appears well maintained, with no apparent structural issues. Planning staff have not personally inspected the building. Prior to demolition, current residents of the assisted living facility will be relocated to a newly renovated floor in the existing skilled nursing facility to the north.

After demolition, a new apartment building for independent living will be constructed. The main entrance, common space, back of house, and elevator lobby are oriented toward the West Main Street frontage. The remainder of the ground floor and the three upper floors have residential units. The new building will be connected to the Maingate building on West Main Street via a third-floor skybridge. Above the fourth floor is an outdoor rooftop amenity space with a pergola. The predominant proposed exterior of the building includes dark gray brick on the first floor, tan fiber cement lap siding on the second and third floors, and white fiber cement panel intended to mimic stucco on the fourth floor. Because of the slope of the site, the northernmost corner of the West Main Street façade is only three-stories tall, but more than four stories are exposed at the southernmost corner at the West Doty Street-South Broom Street intersection.

The proposal includes an underground parking garage with 58 vehicle parking stalls, five shared fleet bicycles for resident and employee use, 47 resident bicycle parking stalls, and five exterior short-term bikes stalls near the building resident entrance on Main Street. The lower level also includes resident storage lockers and a bicycle maintenance station for resident and employee use. Vehicle access to the underground parking is via an existing driveway from Doty Street between the proposed building and Health Center building.

Private yards will be provided for some ground-floor residential units. A series of courtyard spaces are planned between the proposed building and the Maingate and the Health Center buildings with walking paths and will have a retaining wall with greenery and trailing plants to grow on the walls. Two green roofs are planned—one about the third floor and another above the fourth. Numerous small raised planter beds are located around perimeter of building. The Broom Street yard will be planted with turf grass. The applicant proposes removal of two street trees on Doty Street and one on Main Street. The existing street trees along Broom Street and all remaining trees along Main and Doty streets will be protected and maintained per the arborist report and tree plan.

A thirty-foot required setback is mapped along Broom Street for potential expansion of the Broom Street right-of-way. While a planned street expansion is not currently anticipated by the City, the setback is accommodated in the proposal.

Capitol Lakes provides its own maintenance, housekeeping and property management services. While the complex is open 24/7 for its residents, the proposed new building will employ three people, with staff on site from 7 a.m. to 5 p.m. Monday through Saturday, with some limited staff availability on Sundays.

According to the letter of intent, the applicant intends to start demolition in late 2025 with completion by early 2027.

Analysis

This request is subject to the standards for zoning map amendments and demolition permits. This section begins with a summary of adopted plan recommendations, and includes sections for zoning map amendment standards,

demolition permit standards, a review of findings by both the Landmarks Commission and Urban Design Commission and finishes with a review of public comment.

Consistency with Adopted Plans

The [Comprehensive Plan](#) (2023) recommends Downtown Core (DC). DC areas include the nucleus of Downtown, accommodating a mix of uses in large-scale buildings that comprise the most intensely developed part of the city. The [Downtown Plan](#) (2012) recommends Downtown Mixed-use for the site and recommends a four-story maximum height limit, which is also reflected in the Downtown zoning districts. The [Downtown Plan](#) also places the subject site within the “Downtown Core” district, and recommends continued expansion of a mix of uses, including employment, retail, entertainment, cultural, and residential. The [Downtown Plan](#) identifies West Doty Street and West Main Street as “local streets,” but identifies Broom Street as a “thoroughfare” having the highest level of design and amenities amongst downtown streets. Staff believes that, the proposal can be found to be consistent with the adopted plans.

Demolition Permit Standards

At its October 5, 2021 meeting, the Common Council adopted Ordinance 21-00065 (ID [67074](#)) to revise the standards and process for demolition and removal permits in Section 28.185 of the Zoning Code to remove approval of the proposed future use as a factor in approving demolition requests. In order to approve a demolition request under those standards, the Plan Commission shall consider seven approval standards in §28.185(9)(c) MGO when making a determination regarding demolition requests. The factors include a finding that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. As reference, the Common Council has since adopted Ordinance 25-00010 (ID [86649](#)) on February 25, 2025, which allows for demolition and removal permits to be approved administratively in cases in which the Landmarks Commission finds the building proposed for demolition has no known historic value. This proposal, however, was submitted prior to full adoption of the newer ordinance and process, and will be considered under the 2021 ordinance.

The Planning Division believes that the standards for Demolition Permits can be met, but provides the following comments regarding standard 4, *“That the Plan Commission has received and considered the report of the City’s Historic Preservation Planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission.”* At its January 13, 2025 meeting, the Landmarks Commission found that the existing building proposed for demolition at 345 West Main Street has no known historic value. When giving careful consideration to the report of the Landmarks Commission, Staff believes that the Plan Commission can find the applicable standards met and approve the requested demolition permits.

Zoning Map Amendment Standards

The Zoning Map Amendment standards, found in 28.182(6), MGO state that such amendments are legislative decisions of the Common Council that shall be based on public health, safety, and welfare, shall be consistent with the [Comprehensive Plan](#), and shall comply with Wisconsin and federal law. Chapter 66.1001(3) of Wisconsin Statutes requires that zoning ordinances (of which the zoning map is part) enacted or amended after January 1, 2010 be consistent with the City’s [Comprehensive Plan](#). 2010 Wisconsin Act 372 clarified “consistent with” as “further or does not contradict the objectives, goals, and policies contained in the comprehensive plan.”

As discussed above, the land use recommendation in the [Comprehensive Plan](#) and [Downtown Plan](#) is DC. If this location were presently zoned in a conventional district, staff would recommend a downtown district such as UMX

or DR2. Rezoning to a conventional district may create unintended consequences and nonconforming uses and buildings in the rest of the Capitol Lakes complex which should be avoided. Because the site is part of a large multibuilding interconnected development and is already zoned PD, staff believe an amended PD district can be found to be consistent with adopted plans and all applicable standards can be found met.

Planned Development Standards

The applicant requests a zoning map amendment to revised PD-GDP-SIP (Planned Development-General Development Plan-Specific Implementation Plan district) from PD as part of a full-block multi-building development.

Planned Developments are intended to facilitate the development of land in an integrated and innovative fashion, to allow for flexibility in site design, and to encourage development that is sensitive to environmental, cultural and economic considerations. The resultant development should feature high-quality architecture and building materials. The Planned Development District is intended to achieve one or more of several objectives found in §28.098(1). In addition to the objectives listed, this section of the Zoning Code also explicitly states that because substantial flexibility is permitted in the base zoning districts, the PD option should rarely be used. It is intended that applicants use the PD option only for situations where none of the base zoning districts address the type of development or site planning proposed. Examples include redevelopment, large-scale master planned developments, projects that create exceptional employment or economic development opportunities, or developments that include a variety of residential, commercial, and employment uses in a functionally integrated mixed-use setting. As the proposal is part of a large-scale master planned redevelopment with significant residential and healthcare-related uses within the complex, integrates land uses allowing for a mixture of uses in transitional areas with enhanced multimodal connections and amenities, and facilitates development consistent with the recommendations of the Comprehensive Plan and Downtown Plan, staff believe the PD objectives can be found met.

For Planned Development zoning, the Urban Design Commission shall review the General Development Plan and the Specific Implementation Plan prior to the Plan Commission, and shall make a recommendation to the Plan Commission with specific findings on the design objectives listed in §28.098(1) and (2). Amongst the design issues and considerations identified by the Secretary's report and discussed by UDC were overall building design and composition, building orientation and entrances, building materials, lighting, the presence of ventilation louvers on street-facing facades, and landscaping. See the UDC Secretary's [staff report](#) to the UDC for a summary of design considerations. At its meeting of April 30, 2025, the Urban Design recommended that the Plan Commission approve the requested Planned Development (PD) at 333-345 West Main Street, et al. The motion for approval included the following recommended conditions and findings:

- The elevator and stair tower overrun shall be clad in the same fiber cement materials as the upper floor.
- At the northwest corner of the building, along the W Main Street elevation, the lower-level blank wall shall be refined to include windows.
- The garage louvers shall be designed to be integrated into the overall wall in which they sit (i.e., flush, same color, etc.).
- The UDC recommends that these changes can be administratively reviewed/approved.

See Legislative File [86359](#) for more information about the UDC deliberation and decision.

Staff also notes that, with relation to the design of the proposed building, that condensers and other HVAC utilities are currently shown located on the roof and no HVAC louvers are currently shown on any street facing facades. Unless specifically approved by the Plan Commission, the addition of wall packs on outward-facing walls should not be included in an approval and will require approval of an alteration should they be proposed at a later time.

Planned Development zoning map amendments have additional standards of approval beyond those of a conventional zoning map amendment, which are found in §28.098(2). Staff believe that all applicable standards for PD zoning map amendments can be found met, specifically noting that the complexity of the interconnected Capitol Lakes complex makes it unlikely that any other base zoning district can be used to achieve a substantially similar pattern of development per standard (a).

Public Comment

At time of writing, Staff has received at least one item of written comment from the public which is available as part of the legislative file for this request.

Conclusion

Staff believes that the standards of approval for Zoning Map Amendments, Planned Developments, and Demolition Permits can be found to be met.

When considering the adopted plan recommendations, the scale of the proposed building and the proposed uses, surrounding land uses, recommended conditions of approval, and recommendations of both the UDC and Landmarks Commission, staff believe all applicable standards of approval can be found met.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends the following to the Plan Commission regarding the applications for 333-345 West Main Street, et al. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the standards for zoning map amendments and planned developments are met and forward the Planned Development rezoning to Common Council with a recommendation to **approve**;
- That the Plan Commission find that the standards for demolition permits are met and **approve** demolition permits for the buildings at 333-345 West Main Street subject to the conditions from reviewing agencies beginning below;

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

Planning Division (Contact Colin Punt, (608) 243-0455)

1. No HVAC “wall-pack” penetrations/louvers are shown on the street-facing facades. Unless specifically approved by the Plan Commission, the addition of wall packs on outward-facing walls is not included in this approval and will require approval of an alteration should they be proposed at a later time.

Urban Design Commission (Contact Jessica Vaughn, (608) 267-8740)

2. That the elevator and stair tower overrun shall be clad in the same fiber cement materials as the upper floor.
3. That the lower-level blank wall at the northwest corner of the building along the W Main Street elevation shall

be refined to include windows.

4. That the garage louvers shall be designed to be integrated into the overall wall in which they sit (i.e. flush, same color, etc.).

Zoning Administrator (Contact Jacob Moskowitz, (608) 266-4560)

5. Section 28.185(9)(b) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9)(b) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission approval.
6. Provide electric vehicle stalls per Section 28.141(8)(e) Electric Vehicle Charging Station Requirements. A minimum of 10% of the parking stalls (6 stalls) must be electric vehicle ready. Identify the locations of the electric vehicle ready stalls on the plans.
7. 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.
8. Provide a detail of the specific bird-safe glass treatment product that will be used.
9. Work with Planning and Zoning staff to finalize the zoning text. In the Zoning Text, the signage is to be allowed as per Chapter 31 of the Madison General Ordinances, as compared to the DR2 district.

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

10. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to 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. (MGO 16.23(9)c)
11. Construct sidewalk, terrace, curb and gutter, and pavement to a plan as approved by the City Engineer along West Main Street, South Broom Street, and West Doty Street.
12. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering 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. (MGO 16.23(9)(d)(4))
13. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
14. Obtain a permit to plug each existing storm sewer. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 37.05(7))

15. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
16. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.
17. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 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 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line: <http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm>.
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 CARPC is required for this project to proceed.
18. 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. (POLICY)
19. 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. (POLICY AND MGO 10.29)
20. Revise plan to show the location of all rain gutter down spout discharge locations. Downspouts shall be connected to the internal storm sewer system and not directed over the public sidewalk. (POLICY)
21. This area is within a watershed study for flood mitigation and has a known flooding risk. The minimum opening elevations for structures and the minimum elevation to the entrance to the underground parking proposed by this application shall have a low entrance elevation that is a minimum of 860.0' The stated elevation is intended to be protective but does not guarantee a flood proof structure. The Developer/Owner are strongly encouraged to complete their own calculations and determine an elevation that protects their property to a level of service that they are comfortable with.
22. Provide additional detail how the enclosed depression(s) created by the parking entrance(s) to the below building parking area(s) is/are served for drainage purposes. The building must be protected from receiving runoff up through the 100-yr design storm that is current in Madison General Ordinance Chapter 37. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. that show inlet and pipe capacities meet this requirement. If the enclosed depression(s) is/are to be served by a pump system provide pump sizing calculations stamped by a Wisconsin P.E. or licensed Plumber that show this requirement has been met.
23. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.
24. This project will disturb 20,000 sf 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, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances 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. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>

This project will require a concrete management plan and a construction dewatering plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit. (POLICY) This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.

Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

25. 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 Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

The Storm Water Management Plan & Report shall include compliance with the following:

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

Electronic Data Files: 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. (POLICY and MGO 37.09(2))

Rate Control Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10-year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

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

26. 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)

27. Grant a new Public Sidewalk easements on the face of the required forthcoming land division. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com to receive the appropriate easement terms/conditions language for inclusion on this CSM/Plat. Final easement size to be approved Engineering and Traffic Engineering.
28. The proposed new building crosses an underlying platted lot line. Prepare a Certified Survey Map (CSM) and submit to the Planning Unit to dissolve underlying lot lines to comply with fire codes, City Ordinances and City Policies. The CSM shall be approved by the City, recorded with the Dane County Register of Deeds and new Tax Parcel information available prior to issuance of a building or early start permit. Note: Any CSM for this development would carry the 13' Officially Mapped Street dedication requirement along Broom Street, Developer will have to work with Planning, Engineering and Traffic Engineering a on possibilities of what may be an acceptable dedication with this CSM.
29. Coordinate and request from the utility companies serving this area the easements required to serve this development.
30. 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 site plan is showing cross access to offsite parking facilities, and bike parking facilities, pedestrian connections, both on the surface and a proposed skyway, offsite storm sewer connections, adjacent surface drainage and an adjacent developments planter retaining wall all crossing parcel limits.
31. Provide a full and complete legal description of the site or property being subjected to this application on the site plan.
32. A preliminary addressing plan was created 1/24/25. The LNDUSE submittal does not match those plans. Submit a site plan and a complete building Floor Plan 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 a complete interior addressing plan. Also, include a unit matrix for 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 LNDUSE with Zoning. The final approved stamped Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering. Per 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)

33. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of S. Broom Street.

34. The applicant shall be responsible for relocation of street light pole on W. Doty Street due to new driveway

35. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; 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.
36. 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.
37. 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.
38. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
39. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
40. Per Section MGO 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.
41. The applicant shall adhere to all vision triangle requirements as set in MGO 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 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.
42. All parking ramps as the approach the public Right-of-Way shall not have a slope to exceed 5% for 20 feet; this is to ensure drivers have adequate vision of the Right-of-Way. If 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. 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, (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.

44. 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.
45. The applicant shall provide a clearly defined 5' walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair 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.
46. "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.
47. 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.
48. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
49. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.

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

50. Document fire apparatus access as required by IFC 503 2024 edition, MGO 34.503

Parks Division (Contact Kathleen Kane, (608) 261-9671)

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| <ol style="list-style-type: none">51. Credit will be assessed for the existing units proposed to be removed as a component of this project. The current proposal describes 49 new MF/age-restricted units and the demolition/removal of 44 existing MF units. Based on the unit type and number proposed and overall net change in residential units, 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) are not required for the current proposal. |
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52. Pursuant to MGO 20.08 (2)(c)2.d. the park impact fee may be reduced for multi-family dwelling units that are limited to occupancy by persons fifty-five (55) years of age or older by appropriated recorded restriction for a period of not less than thirty (30) years.
53. This development is within the Central Park-Infrastructure Impact Fee district. Please reference ID# 25016 when contacting Parks about this project.

Forestry Section (Contact Brad Hofmann, (608) 267-4908)

54. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apparatus and street tree plan sets. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

55. All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within who's district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the street tree plan set.
56. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.
57. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry at (608) 266-4816 prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the site, grading, utility, demolition and street tree plan sets.
58. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on both the site and street tree plan sets.
59. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on both the site and street tree plan sets.
60. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.
61. The Developer shall submit a Street Tree Report performed by International Society of Arboriculture Certified Arborist for City Forestry's review of project. This report shall identify all street trees on proposed project site, species type, canopy spread, tree condition, proposed tree removals, the impacts of proposed construction, and any requested pruning.
62. The Developer shall post a security deposit prior to the start of the development to be collected by City Engineering as part of the Developers Agreement. In the event that street trees are damaged during the construction process, City Forestry will draw from this deposit for damages incurred.

63. Additional street trees are needed for this project. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) - All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan and street tree planting plan shall be submitted in PDF format to City Forestry for approval of planting locations within the right of way and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note on both the landscape and street tree plan sets: At least one week prior to street tree planting, Contractor shall contact City Forestry at (608) 266-4816 to schedule inspection and approval of nursery tree stock and review planting specifications with the landscaper.

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

64. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

65. 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 Ave. 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.

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

66. In coordination with any public works improvements, the applicant shall maintain or replace the concrete walkway surface connecting with the existing Metro bus stop platform in South Broom Street, north of West Doty Street (#0161).

67. The applicant shall maintain the existing passenger bench seating amenity - as part of the private landscape plan - along the east side of South Broom Street, north of West Doty Street.

68. As identified on plans submitted for review, the applicant shall install and maintain a new passenger waiting shelter with seating amenity - as shown as part of the private landscape plan - additionally serving the curbside bus stop zone on the east side of South Broom Street, north of West Doty Street.

69. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.

70. The existing bus stop platform and accessible pedestrian sidewalk and terrace area on the east side of South Broom Street, north of West Doty Street, provide critical access to the City's transit operations, and any planned or permitted obstruction of the existing bus stop zone may require additional right-of-way improvements and/or other mitigation measures in coordination with Traffic Engineering and Metro Transit staff - in order to create an alternate bus stop zone that would serve the South Broom Street at West Doty Street intersection area in a comparable operational and accessible manner.

71. Metro Transit operates daily all-day transit service along Broom and Bassett Streets near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along State Street and the Capitol Square near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
72. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 304 Weekday & 147 Weekend (average). Please contact Metro Transit if additional analysis would be of interest.

Parking Utility (Contact Trent Schultz, (608) 246-5806)

73. The applicant shall receive final approval of a Transportation Demand Management (TDM) Plan, as part of project resubmittal following Plan Commission, Urban Design Commission, and Common Council approval. TDM Plan review fees will be required as part of final site plan review sign off.