



Department of Planning & Community & Economic Development

## Planning Division

Meagan Tuttle, Director

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Madison Municipal Building, Suite 017  
215 Martin Luther King Jr. Boulevard  
Madison, Wisconsin 53703  
Phone: (608) 266-4635  
[www.cityofmadison.com](http://www.cityofmadison.com)

**\*\*BY E-MAIL ONLY\*\***

September 25, 2024

Mark Binkowski  
MB Realty, LLC  
10 E Doty Street, Suite 300  
Madison, Wisconsin 53703

RE: Consideration of an alteration to an approved Planned Development–Specific Implementation Plan (PD(SIP)) for a ten-story mixed-use building at 310-322 E Washington Avenue containing approximately 16,000 square feet of institutional space and 130 apartments to reduce the number of off-street automobile parking stalls and remove individual balconies for the apartments. [LNDUSE-2024-00070; ID 84824]

Dear Mark,

At its September 23, 2024 meeting, the Plan Commission **conditionally approved** your request for an alteration to an approved Specific Implementation Plan for 310-322 E Washington Avenue subject to the following conditions, which shall be satisfied prior to final approval and recording of the Specific Implementation Plan and the issuance of building permits for the new building:

**Please contact Julius Smith of the City Engineering Division–Mapping Section at (608) 264-9276 if you have any questions regarding the following item:**

1. This agency has reviewed the request and recommended no new conditions of approval. This development has Engineering–Mapping conditions in the prior 2023 approval that will need to be met prior to issuance of building permits for the project.

**Please contact Luke Peters of the Traffic Engineering Division at (608) 266-6543 if you have any questions regarding the following five (5) items:**

2. The Traffic Engineering Division has some concerns regarding high usage of parking, delivery and rideshare in the area. This site will contribute to parking, delivery and rideshare congestion in the area due to limited onsite parking and loading.
3. The applicant shall submit a residential moving plan for review. This plan shall include detailed information regarding the scheduling and area to be used for move-in/move-out operations.
4. The applicant shall submit a waste removal plan for review, which shall include vehicular turning movements and trash pickup location.

5. All parking facility design shall conform to the standards in MGO Section 10.08(6). In the current configuration, the westernmost stall does not appear to have adequate backup space.
6. Per MGO Section 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at (608) 266-4650 if you have any questions regarding the following four (4) items:**

7. Submit an updated parking summary with counts of vehicle stalls, electric vehicle stalls, and bicycle stalls.
8. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the required van accessible stall. A van accessible stall is a minimum of 8 feet wide with an 8-foot-wide striped access aisle. Show the required signage at the head of the stall and the accessible path.
9. Add the number of bicycle stalls at each bicycle parking location. Show the typical dimensions of the bicycle stalls and access aisles on the lower level floor plan A103.
10. Submit a final plan set for the Land Use project number LNDUSE-2022-00094 site plan verification consistent with the changes approved through the Planned Development alteration. Land Use project number LNDUSE-2022-00094 will need to be completed prior to issuance of permits.

**Please contact Trent W. Schultz, of the Parking Division at (608) 246-5806 if you have any questions regarding the following item:**

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

**Please contact Kathleen Kane of the Parks Division at (608) 261-9671 if you have any questions regarding the following three (3) items:**

12. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 22039 when contacting Parks Division staff about this project.
13. Pursuant to the authority established under Wis. Stat. § 66.0617(7), and in the interests of promoting the development of low-cost housing in the City, low-cost housing is exempt from the park impact fees beginning January 1, 2017. This exemption only applies to those dwelling units or bedrooms within a development that are determined to be low-cost housing. This exemption does not extend to the land dedication requirements set forth under MGO Section 16.23(8)(f), nor any other impact fees that may apply to a development.
14. The park impact fee will be exempt for developments that meet the “low-cost housing” requirements, as defined as rental or owner-occupied housing units that are affordable, as that term is defined in

MGO Section 4.22(2), and which meet the deed restriction requirements of MGO Section 4.22(7). The determination whether a proposed development will create low-cost housing, and how much low-cost housing it will create, shall be made by the Community Development Division.

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

The applicant shall resubmit a PDF copy of the plan set and any other supporting materials that are necessary, as specified in this letter to [sprapplications@cityofmadison.com](mailto:sprapplications@cityofmadison.com). (Note: A 20MB email limit applies and multiple transmittals may be required.). **Final review of the plans for compliance with these conditions will occur as part of the final review of LNDUSE-2022-00094, which is the original PD(GDP-SIP) for the mixed-use building. The Zoning Administrator will determine if additional fees are required for this review.**

City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.

This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]

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 you have any questions regarding recording this plan or obtaining permits, please call Katie Bannon, Zoning Administrator, at (608) 266-4551. If I may be of any further assistance, please do not hesitate to contact me at (608) 261-9632.

Sincerely,



Timothy M. Parks  
Planner

cc: Julius Smith, City Engineering Division  
Luke Peters, Traffic Engineering Division  
Trent Schultz, Parking Division  
Jenny Kirchgatter, Asst. Zoning Administrator  
Kathleen Kane, Parking Division

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for this project.</p> <hr/> <p><i>Signature of Applicant</i></p> <hr/> <p><i>Signature of Property Owner (If Not Applicant)</i></p>
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