

PLANNING DIVISION STAFF REPORT

July 13, 2026

PREPARED FOR THE PLAN COMMISSION



Project Address: 1910 Roth Street and 1201 Huxley Street (District 12 – Alder Matthews)

Application Type: Zoning Map Amendment, Conditional Use, Certified Survey Map referral

Legistar File ID # [92877](#), [92590](#), [92602](#)

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

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Nick Storlie; DevCo Preservation, LLC; 10900 NE 8th St, Ste 1200; Bellevue, WA 98004

Contact: Melanie Davies; DevCo Preservation, LLC; 10900 NE 8th St, Ste 1200; Bellevue, WA 98004

Owner: OM Land, LLC; 172 S Broadway; White Plains, NY 10605

Requested Action: The applicant is seeking approval of:

- A zoning map amendment changing the zoning of 1910 Roth Street and 1201 Huxley Street from TR-U1 (Traditional Residential-Urban 1 district) and TR-U2 (Traditional Residential-Urban 2 district) to TR-U2
- Two conditional uses in the TR-U2 zoning district, both per §28.051(1), MGO:
 - A multi-family dwelling with more than 60 units,
 - A residential building complex. As part of this request, the applicant is requesting the Plan Commission approve setback reductions as allowed in the supplemental regulations for this use, per §28.151, MGO.
- A certified survey map combining the two existing lots into one lot

Proposal Summary: The applicant is seeking to change the zoning of the site from TR-U1 and TR-U2 to TR-U2, combine the two existing lots, and construct two four-story multifamily residential buildings with a total of 163 dwelling units.

Applicable Regulations & Standards: Standards for conditional uses are found in §28.183(6) MGO. Standards for zoning map amendments are found in §28.182(6) MGO. Requirements and standards for land divisions (CSMs) are found in §16.23(5) MGO.

Review Required By: Urban Design Commission, Plan Commission, Common Council (rezoning and CSM only)

Summary Recommendations: The Planning Division recommends the following to the Plan Commission regarding the applications for 1910 Roth Street and 1201 Huxley Street. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 8.

- That the Plan Commission find the standards for zoning map amendments are met and forward the zoning map amendment from TR-U1 and TR-U2 to TR-U2 at 1910 Roth Street and 1201 Huxley Street to Common Council with a recommendation to **approve**;
- That the Plan Commission find the standards for land divisions are met and forward the certified survey map at 1910 Roth Street and 1201 Huxley Street to Common Council with a recommendation to **approve**; and
- That the Plan Commission find that the standards for conditional uses are met and **approve** the conditional use requests at 1910 Roth Street and 1201 Huxley Street.

Background Information

Parcel Location: The 4.2-acre subject site is located between Huxley Street and the Canadian Pacific Railroad line, immediately north of Roth Street. The site is within Alder District 12 (Alder Matthews) and the Madison Metropolitan School District.

Existing Conditions and Land Use: 1910 Roth Street is zoned TR-U2 and currently undeveloped and vacant. 1201 Huxley Street is zoned TR-U1 and TR-U2 and developed with the former Madison Metro North Transfer Point.

Surrounding Land Uses and Zoning:

North: Occupy Madison tiny house “Village 2” zoned PD (Planned Development district) and a personal indoor storage “mini warehouse” facility zoned TR-U1;

West: Across Huxley Street, two four-story multifamily apartment buildings and a highway sign shop yard, all zoned CC-T;

South: Across Roth Street, a recently-completed and occupied six-story multifamily residential building, zoned TR-U2; and

East: Canadian Pacific Railroad with former Oscar Mayer plant and parking lot beyond, zoned IL.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2023) recommends High Residential (HR) for the majority of the site, and Medium Residential (MR) for the northernmost portion of the site. The [Oscar Mayer Special Area Plan](#) (2020) shares the same land use recommendations and recommends heights of three to six stories on this block.

Zoning Summary: The subject property is proposed to be zoned TR-U2 (Traditional Residential – Urban 2 district):

Requirements	Required	Proposed
Lot Area (sq. ft.)	350/d.u. = 57,050	182,921
Lot Width	50 ft	200 ft
Front Yard Setback	15 ft	5 ft (see Zoning comment 8)
Max. Front Yard Setback	30% within 20 ft (TOD)	30% within 20 ft
Side Yard Setback	10 ft	10 ft
Rear Yard Setback	20 ft	66 ft
Maximum Lot Coverage	80%	75%
Minimum Building Height	2 stories (TOD)	4 stories
Maximum Building Height	6 stories/78 ft	4 stories

Site Design	Required	Proposed
Number Parking Stalls	No minimum (TOD), 245 max	204
Electric Vehicle Stalls	20% EV Ready = 40	None (see Zoning comment 9)
Accessible Stalls	4	8
Loading	None	None
Number Bike Parking Stalls	199	201 (see Zoning comment 10)
Landscaping and Screening	Yes	Yes (see Zoning comments 11 &12)
Lighting	Yes	Yes
Building Form and Design	Yes	Large Multi-Family

Other Critical Zoning Items	Urban Design (Residential Building Complex), Utility Easements, TOD Overlay
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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 is seeking approvals to change the zoning of the site from TR-U1 and TR-U2 to TR-U2, combine the two existing parcels into one lot via certified survey map, and construct two four-story multifamily residential buildings.

The southern building, referred to as Building A by the applicant, contains 83 dwelling units. Building B, to the north, has 80 units. The breakdown of the 163 total dwelling units includes 45 one-bedroom units, 78 two-bedroom units, and 40 three-bedroom units, for a total of 321 bedrooms.

Both buildings are L-shaped in plan with the long legs along Huxley Street and the short legs along the north and south lot lines, respectively. The first floor of building A includes lobby and parcel and mail rooms. The first floor of building B includes lobby, leasing office, club room, fitness room, parcel and mail rooms, and back of house spaces. Other than storage, utilities/back of house, and bicycle parking on the upper floors, floors two through four of each building are occupied only by dwelling units. Many, but not all, units have individual balconies. Seven first-floor units facing Huxley Street in Building A have individual private entrances. Six first-floor units facing Huxley Street in Building B also have individual private entrances. No first-floor units facing Roth Street or the internal sidewalks and parking lots have individual private entrances.

Principal façade materials for both buildings are a khaki-colored smooth-face CMU at the base, a manufactured stone veneer on the first floor and portions of the second and third floors, a gray fiber cement horizontal lap siding on the second and third floors. The principal façade material for the upper three floors of Building A is a dark blue board and batten-patterned fiber cement panel. The principal façade materials for the upper three floors of Building B are tan and sage green board and batten-patterned fiber cement panels. Other trim and accent façade materials for both buildings include white and dark gray fiber cement panels and met black metal porch and balcony railings. The building utilizes individual louvred HVAC systems for each unit. It appears that all louvres are mounted on return walls within balconies, perpendicular to the adjacent public streets.

A tot lot playground, dog run, and short-term bicycle parking are located behind each of the two buildings. Landscaping on site is predominantly a few small planting areas of shrubs and perennials at the corners and ends of buildings, some ornamental and overstory trees in parking lot islands and around the perimeter of the site, and turf grass. No underground or structured parking is proposed and the 204 surface vehicle parking stalls are located to the rear and north side of the site. The surface parking lot is accessed via driveways onto Huxley Street between the two buildings and along the north lot line, north of Building B. There is no vehicular access on Roth Street. In addition to the 18 short-term outdoor bicycle parking stalls, 183 total long-term indoor bicycle parking stalls are located on the second and third floors of the two buildings.

If approved, the applicant intends to begin construction in November 2026, with completion by April 2028.

Analysis & Conclusion

This request is subject to the standards for zoning map amendments, land divisions (CSM), and conditional uses. This section begins with a summary of adopted plan recommendations, and includes sections for zoning map amendment standards, conditional use standards, and land divisions before ending with a summary of public comment and a conclusion.

Consistency with Adopted Plans

The [Comprehensive Plan](#) (2023) recommends High Residential for the southern two-thirds of the site and Medium Residential (MR) for the northern third. HR areas include predominantly larger and taller multifamily buildings at heights of four to twelve stories and residential densities of over 70 dwelling units per acre. MR areas generally include larger multifamily buildings or multifamily complexes, sometimes interspersed with other smaller housing types at heights of two to five stories residential densities of 20 to 90 dwelling units per acre. The [Oscar Mayer Special Area Plan](#) (2020) shares the same land use recommendations, but also recommends new building heights of three to six stories on this block. Staff believes the proposal can be founded to be generally consistent with the recommendations in the City's adopted plans.

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 "furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan."

TR-U2 (Traditional Residential-Urban 2 district) is a zoning district often used to implement the HR recommendations and sometimes also the MR recommendations in adopted plans. Further, approximately 65% of the site is already zoned TR-U2, and the change of zoning affects only the northern third of the site. Based on the summary of the plan recommendations above, Staff believe that based on the HR and MR land use recommendations in the [Comprehensive Plan](#) and the recommendations in the [Oscar Mayer Special Area Plan](#) that the zoning map amendment request to change the zoning of the site from TR-U1 and TR-U2 to TR-U2 is consistent with adopted plans and all applicable standards can be found met.

Conditional Use Standards

The applicant is requesting a conditional use for multifamily dwellings with more than 60 dwelling units and a residential building complex within the proposed TR-U2 zoning district. Regarding conditional use approval standards, the Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, supplemental regulations, and finding that all of the conditional use standards of §28.183(6) MGO are met. Staff advises the Plan Commission that in evaluating the conditional use standards, State law requires that conditional use findings must be based on "substantial evidence" that directly pertains to each standard and not based on personal preference or speculation.

§28.183(6) M.G.O. lists sixteen approval standards, of which not all are applicable to every conditional use. For this request, Standards 7 and 9-16 do not apply, while standards 1-6 and 8 are applicable. Staff believes that the

Plan Commission can find standards 1-3 and 6 to be met, but this report provides additional staff analysis regarding standards 4, 5, and, principally, standard 8.

Standard 8 requires that “When applying the above standards to any new construction of a building or an addition to an existing building the Plan Commission shall find that the project creates an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose for the zoning district. In order to find that this standard is met, the Plan Commission may require the applicant to submit plans to the Urban Design Commission for comment and recommendation.” Regarding the creation of an “environment of sustained desirability compatible with the existing or intended character of the area and the statement of purpose for the zoning district,” staff notes that the statement of purpose for the TR-U districts state that the districts are intended to “ensure that new buildings and additions to existing buildings are designed with sensitivity to their context in terms of building placement, facade width, height and proportions, garage and driveway placement, landscaping, and similar design features.” Further, the districts are intended to “Facilitate the preservation, development or redevelopment goals of the comprehensive plan and of adopted neighborhood, corridor or special area plans.” The Comprehensive Plan states that MR and HR areas are located to provide convenient, walkable access to transit, shopping, restaurants, and other amenities.”

In order to be compatible with the intended character of the area as indicated by the Comprehensive Plan and to be designed with sensitivity to their context in terms of building placement, façade width, height and proportions, and similar design features, staff believes there are several design adjustments that may be implemented. Despite the length of the buildings (each 333’-4” long), the originally submitted plans only show one street-facing entrance on each building. The original submitted plans show that Building A had five first-floor units on Huxley Street and two on Roth Street with private patios and Building B had five units on Huxley Street with patios. The building section drawings indicated that on the Huxley Street sides, the first floor of Building A is slightly over three feet above grade and that of Building B is slightly less than two feet above grade. As such, staff believed that all of these private patios could be transitioned to stoops with private entrances. Such a design change would break up the length of the long façades, create additional visual interest, and improve connections to the neighborhood and transit. Private entrances for first floor units are a common feature encouraged by Planning staff and the Plan Commission. The following four developments, all within one quarter-mile of the subject site and approved and constructed since 2020 have first-floor units with separate private entrances.

- 1222 Huxley St (Legislative ID [57807](#); approved 2020, completed 2022) - All five first-floor units on Huxley Street (directly across the street from the subject site) have private entrances. Eleven other ground-floor units have individual entrances.
- 1859 Aberg Ave (Legislative ID [60667](#); approved 2020, completed 2022) - Six townhouse units with private entrances
- 1003 Huxley Street (Legislative ID [74056](#) & [81251](#); approved 2022, completed 2026) - Six units with private entrances, including two directly across Roth Street from the subject site
- 905 Huxley Street (Legislative ID [74721](#) & [81252](#); approved 2022, completed 2026) - Eight units with private entrances

Following the proposal’s review at UDC, at which the UDC referred the request to a future meeting with direction to make specific changes to the design, a revised plan set was submitted in which seven first-floor units in Building A and six first-floor units facing Huxley Street in Building B have individual private entrances. No first-floor units facing Roth Street have individual private entrances. Staff believe the addition of the individual unit entrances to the Huxley Street façade help the proposal meet standard 8, but believe entrances on Roth Street should still be explored.

Further, regarding standard 8, the proposed buildings utilize individual louvred HVAC systems for each unit. The Plan Commission has traditionally required that individual HVAC louvres not be placed on street-facing facades. It appears that all louvres are mounted on return walls within balconies, perpendicular to the adjacent public streets. A recommended condition of approval states that any change to the HVAC louvres that results in their orientation toward Roth or Huxley Streets would require an alteration to the conditional use.

Finally, with regard to standard 8, because the proposal meets the definition of a residential building complex and therefore has been reviewed by the UDC pursuant to §28.151 and §33.24(4)(c), MGO. As such, the UDC has reviewed the exterior design and appearance of the principal buildings and landscape plans, recommending Plan Commission approval of the revised proposal with conditions that are detailed in the Urban Design Commission section below. Staff recommends that the Plan Commission strongly consider the recommended conditions of the UDC motion, and with these design changes, staff believe the Plan Commission could find standard 8 to be met.

Related to the discussion of street activation and individual unit entrances as it relates to standard 8, staff notes that the supplemental regulations for residential building complexes found in §28.151 MGO allow for setback requirements to be reduced as part of the required conditional use approval. The minimum setback of Building A from the Roth Street property line is only 5 feet, while the minimum required is 15 feet. While the supplemental regs allow the Plan Commission to approve smaller setbacks, the setbacks should be reduced for specified reasons and as minimally as possible. In addition to standard 8, this consideration also relates to standard 4 in that it establishes the expected (normal and orderly) development pattern for TR-U2 and Medium Residential areas. This consideration is also related to standard 5, the existence or provision of adequate utilities, access roads, drainage, internal circulation improvements, and other necessary site improvements, as the submitted plans show improvements including, ramps, private entrance stoops, and building footings and foundations over a 10-foot wide Public Utility Easement located around the edges of the site.

It appears that the removal of just the three southernmost parking stalls, one from each row to the rear of the building, would be sufficient to shift the southern building northward and increase the Roth Street front yard setback from five feet to 13 or 14 feet, as the parking stalls are oriented generally parallel to Roth Street and are typically eight or nine feet wide. While this would still be less than the TR-U2 minimum front yard setback, it would allow additional landscaping to meet the UDC's recommended condition of approval regarding the landscape plan (Land Use comment 5) and Zoning's condition regarding additional frontage landscaping (Land Use comment 11). Submitted plans also show no proposed street trees along Roth Street; additional street trees may be planted if the building were moved north. As noted above, increasing the setback would also bring the building footings and foundations out of the proposed Public Utility Easements identified in the proposed CSM (see Land Use comment 33).

The side yard setback to the Huxley Street property line is as little as 10 feet in the submitted plans, which is the minimum required. While this setback conforms to the dimensional requirements for TR-U2 districts, staff believe that a slightly larger setback would accomplish many of the same improvements identified for the Roth Street side. Further, the Traffic Engineering Division has recommended a condition (see Land Use comment 39) to dedicate Right of Way or grant a Public Sidewalk Easement for, and be responsible for, the construction of a minimum five-foot wide sidewalk, eight-foot terrace, and additional one foot for maintenance along the site's Huxley Street frontage. A dedication would move the property line approximately a foot into the existing site. A wider setback on the Huxley Street side of the southern building would, like a wider setback along Roth Street, better accommodate the wider sidewalk and terrace while also allowing more space to meet landscaping requirements. In addition, staff believe that a wider setback along Huxley Street would enable the applicant to adjust the grading from the sidewalk to more gradually bring the building floor above the minimum opening elevation for the building provided by the Engineering Division. It would also provide more room to incorporate

the ramp and stoops on the Huxley Street frontage, all of which are located within the proposed Public Utility Easements identified in the proposed CSM (see Land Use comment 33).

Considering the plan recommendations, statement of purpose for the TR-U districts, UDC review and recommendation, staff believe that the Plan Commission can find standards 4, 5, and 8 met subject to the recommended conditions of approval. Considering the plan recommendations and surrounding development patterns, Staff believe all other applicable (1-3, 6) conditional use standards can either be found to be met or do not apply (7, 9-16) to this request.

Urban Design Commission

As noted above, this proposal meets the definition of a residential building complex and therefore must be reviewed by the UDC pursuant to §28.151 and §33.24(4)(c), MGO. In the [staff report to the UDC](#) regarding the proposal, staff provided comments regarding street activation along both Roth Street and Huxley Street; building design and composition, especially in the context of building length; façade material palettes; presence, color, and orientation of HVAC louvers; and landscaping. At its May 20, 2026 meeting, the UDC referred the proposal to a future meeting with comments and direction regarding building façade design, landscaping, fencing, site layout adjustments, and addition of individual walk-ups for first-floor units. In the [updated staff report to the UDC](#) regarding the revised proposal, UDC staff provided comments regarding street activation along both Roth Street and Huxley Street, particularly regarding incorporating walk-up unit entrances; building design and composition, especially in the context of building length; façade material palettes; presence, color, and orientation of HVAC louvers; and landscaping. At its July 1, 2026 meeting, the UDC recommended Plan Commission approval of the proposal by a vote of three ayes, one nay, and one non-voting (3-1-1) with the following comments and conditions:

- The landscape plan shall be revised, in support of street-level activation, to incorporate additional plantings in the space between the street and the building with more foundation plantings, including ornamental plantings, low maintenance and robust (i.e., little blue stem or switch grass).
- The building elevations shall be revised to add additional articulation at the ground floor, including more pronounced canopies/balconies to cover entries.
- The building design shall be revised to return to reflecting consistency in the material color on the previous design, which was a stronger, more cohesive composition.
- The Commission noted that further review and approval could occur at an administrative level.

Please see Legislative [92613](#) for more information about the UDC review and action.

Land Division Standards

The Certified Survey Map would create one lot, combining the two existing lots. Staff believe that the resulting lot would comply with all zoning requirements and that all applicable standards for land divisions and lots found in §16.23 MGO can be found met. The Traffic Engineering Division has recommended a condition of approval to dedicate Right of Way or grant a Public Sidewalk Easement for, and be responsible for, the construction of a minimum five-foot wide sidewalk, eight-foot terrace, and one foot for maintenance along the site's Huxley Street frontage (see CSM comments 7 & 22 and land use comments 31 & 39). As staff have noted regarding the proposed building setbacks, staff believe a greater setback would better accommodate the wider terrace and sidewalk as required.

Public Comment

At time of writing, staff has received written public comment regarding this land use request that has been attached to the legislative file for the conditional use. If any additional public comment is received after publication of this report, it will be attached to the legislative file.

Conclusion

When considering the recommendations of the Comprehensive Plan and other plans, the recommendation of the UDC, and the discussions regarding conditional use standards 4, 5, and 8 above, including the recommended conditions of approval, Planning Division staff believe that all applicable standards of approval for zoning map amendments, conditional uses, and land divisions can be found to be met.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends the following to the Plan Commission regarding the applications for 1910 Roth Street and 1201 Huxley Street. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies below.

- That the Plan Commission find the standards for zoning map amendments are met and forward the zoning map amendment from TR-U1 and TR-U2 to TR-U2 at 1910 Roth Street and 1201 Huxley Street to Common Council with a recommendation to **approve**;
- That the Plan Commission find the standards for land divisions are met and forward the certified survey map at 1910 Roth Street and 1201 Huxley Street to Common Council with a recommendation to **approve**; and
- That the Plan Commission find that the standards for conditional uses are met and **approve** the conditional use requests at 1910 Roth Street and 1201 Huxley Street.

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

Land Use (Rezoning & Conditional Use)

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

1. The Plan Commission has approved modifications to the setbacks as allowed for Residential Building Complexes in Section 28.151. The setback on Roth Street shall be a minimum of ten feet, with final details to be approved by Planning Division staff.
2. To accommodate the required wider terrace, sidewalk, and maintenance strip, as well as the sidewalks, stairs, stoops, possible frost walls and retaining walls running longitudinally within the proposed Public Utility Easements, the southern building shall be moved approximately two feet to the east, with final details to be approved by Planning Division staff.
3. That private first-floor entrances be added to the street-facing facades of both buildings at the seven locations in Building A and five locations in Building B where first-floor private balconies are shown. Details shall be approved by Planning Division staff.

4. 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 to this conditional use should they be proposed at a later time.

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

5. The landscape plan shall be revised, in support of street-level activation, to incorporate additional plantings in the space between the street and the building with more foundation plantings, including ornamental plantings, low maintenance and robust (i.e., little blue stem or switch grass).
6. The building elevations shall be revised to add additional articulation at the ground floor, including more pronounced canopies/balconies to cover entries.
7. The building design shall be revised to return to reflecting consistency in the material color on the previous design, which was a stronger, more cohesive composition.

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

8. Sec. 28.151 (Residential Building Complex): Setback requirements may be reduced as part of the conditional use approval.
9. Provide electric vehicle ready stalls per Section 28.141(8)(e) Electric Vehicle Charging Station Requirements. A minimum of 20% of the parking stalls (41 stalls) must be electric vehicle ready. Identify the locations of the electric vehicle ready stalls on the plans.
10. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 183 resident bicycle stalls are required plus a minimum of 16 short-term guest stalls. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.
11. Provide adequate development frontage landscaping per Section 28.142(5) Development Frontage Landscaping. Landscaping and/or ornamental fencing shall be provided between buildings or parking areas and the adjacent street(s), except where buildings are placed at the sidewalk. Note that landscaping must be planted on the private property.
12. Provide adequate foundation plantings per Sec. 28.142(7). Foundation plantings shall be installed along building facades, except where building facades directly abut the sidewalk, plaza, or other hardscape features. Foundation plantings shall consist primarily of shrubs, perennials, and native grasses.

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

13. The property has a history of industrial use – 1942 Sanborn insurance maps show several former fuel oil tanks, a coal yard, and railroad spurs existing on the property. The property was environmentally investigated and is closed with the Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and

Redevelopment Tracking System (BRRS) (#02-13-524010 Madison Metro North Transfer Point) but has continuing obligations. Danielle Keller (danielle.keller@wisconsin.gov) is the WDNR program specialist who can support with learning more about the environmental investigation and WDNR requirements. Written approval from the WDNR is required prior to changing the site use. Residual soil and groundwater contamination must be disposed of in accordance with all WDNR regulations should it be encountered. City Engineering will require a copy of WDNR approval prior to approving any site land disturbing permits. The developer shall provide all records pertaining to WDNR coordination, environmental investigations, and disposal activity to Environmental Review (environmentalreview@cityofmadison.com).

14. Applicant shall provide projected wastewater flows for the proposed development to Mark Moder, mmoder@cityofmadison.com. Applicant may be required to build offsite sanitary sewer improvements as a condition for development.
15. Enter into a City / Developer agreement for the required public infrastructure improvements. Agreement to be executed prior to signing off. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(7)c)
16. Construct sidewalk, terrace, curb and gutter, and pavement along the site frontages on Huxley Street and Roth Street per plans approved by the City Engineer.
17. 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))
18. 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))
19. 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))
20. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
21. 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.
22. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
23. 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.

24. 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)
25. 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)
26. This area is within a watershed study for flood mitigation and has a known flooding risk. The minimum opening elevations for structures proposed by this application shall have a low entrance elevation that is a minimum 857.00 sidewalk elevation. 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.
27. 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.
28. 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>
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.
29. 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))
This site appears to be a mix of new development and redevelopment requirements.
Rate Control New Development: Detain the 2, 5, 10, 100, & 200 - year storm events, matching post development rates to predevelopment rates and using the design storms identified in Madison General Ordinances Chapter 37.
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.

Infiltration: Provide infiltration of 90% of the pre-development infiltration volume.

TSS New Development: Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.

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

Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.

100-year Overflow: The applicant shall demonstrate that water can leave the site and reach the public ROW without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

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.

30. 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 Jeff Quamme, 608-266-4097)

31. Traffic has commented to provide an easement where necessary to provide a required terrace and sidewalk width. For any areas where this is required, grant a Public Sidewalk Easement(s) to the City on the face of the pending Certified Survey Map. Contact Jeff Quamme (jrquamme@cityofmadison.com) for the required Easement terms to be placed on the Certified Survey Map.
32. Applicant is responsible to coordinate and request from the utility companies serving this area the easements required to serve this development.
33. The site plan proposes sidewalks, stairs, stoops, possible frost walls and retaining walls running longitudinally within the proposed Public Utility Easements proposed on the pending Certified Survey Map adjacent to Huxley and Roth. These improvements would conflict with the Utility Company rights within the easement area. Applicant shall coordinate with the Utility Companies to determine and modify the easement areas required. If the private improvements are to remain within the easement area as shown, applicant shall coordinate with the Utilities to construct the private improvements as needed to accommodate the Public Utility facilities.
34. The proposed plans do not show the disturbance of the adjacent Canadian Pacific Railroad right-of-way and the construction of a retaining wall adjacent to the Railroad. Applicant shall be aware any disturbance or work within the railroad right-of-way would require coordination with and any permits required from the Canadian Pacific Railroad.

35. The northern most Utility Pole shown to be removed in the Huxley Street right-of-way is owned by the Madison Water Utility and has meter reading equipment installed on it. It is served by MG&E for its electrical needs. Prior to any approval of a final site plan noting removal or modification of this installation shall be coordinated with and approved by the Madison Water Utility.
36. The base building address of the southern building A is 1109 Huxley St. The base building address of the northern building B is 1251 Huxley St.
The site plan, floor plans and all sheets shall reflect proper street addresses as reflected by official City of Madison Assessor's and Engineering Division records.
37. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.
38. Submit a site plan and a complete set of building Floor Plans (for each individual building) 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 an interior and building addressing plan for the proposed multi-building complex. Each building page should include a key locator and north arrow. Also, include a per floor unit matrix for the 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 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)

39. 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 on Huxley Street.
40. 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.
41. 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.

42. The City Traffic Engineer may require public signing, marking and street lighting related to the development; the Developer shall be financially responsible for such signing, marking and street lighting.
43. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
44. "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.
45. The applicant shall show the dimensions for the proposed class III driveways including the width of the drive entrance, width of the flares, and width of the curb cut.
46. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan. Terrace shall be restored and seeded with grass.
47. Applicant shall submit for review a Waste Removal Plan. This shall include vehicular turning movements, times, vehicle size, use of loading zones and all related steps to remove trash from its location.
48. To allow for proper pedestrian movement and prevent encroachment from irregularly parked bicycles or bicycle with trailers, it is recommended for all bicycle racks to have a 2 to 5 foot buffer from parking or pedestrian walkways.
49. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
50. The applicant shall provide a clearly defined 5' walkway from principle entrances to the public sidewalk 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.
51. Pedestrian paths across driveways shall have crosswalks marked and accessible ramps from the walk to the driveway.
52. 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.). If applicant believes public safety can be maintained they shall apply for a waiver of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the waiver shall be the determination of the City Traffic Engineer. Contact Jeremy Nash with Traffic Engineering at 608-266-6585 or jnash@cityofmadison.com to begin waiver process.
53. The existing mid-block pedestrian crossing of Huxley Street shall be maintained including the pedestrian ramp from the sidewalk to the crossing.
54. Applicant is encouraged to move interior sidewalks further behind driveways and parking lot to provide more buffer for pedestrians from motor vehicle traffic.

- 55. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
- 56. Note: Traffic Engineering recommends Building A level one door to Mail room have hinges on the north side of the entry to ease access from entry area, and that door is wide enough to allow bicycles with wide handlebars and dollies with packages to pass freely. Building B comment is the same except with a south hinged door.
- 57. Note: Traffic Engineering notes that elevators should be of sufficient size to accommodate cargo bikes. Elevators should be provided in both Building A and B to provide an accessible route for bicycles to storage areas.
- 58. Note: Traffic Engineering recommends that interior bike storage accommodates cargo bikes.
- 59. Applicant is encouraged to provide 120V electrical service in bike storage rooms for E bike charging.
- 60. 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.

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

- 61. Revise fire access plan for proper turn radius. MFD does not recognize "auto turn" calculations. Turns shall have a 28' inside turn radius.
- 62. Based on building orientation Building A would appear to be addressed off of Huxley Street not Roth Street.
- 63. Fire department connections shall be on the address side of the building.

Parks Division (Contact Brian Kowalski, 608-243-2848)

- 64. 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(6)(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. The Park Impact Fee ID# for this project is 26022. Visit <https://www.cityofmadison.com/parks/about/impactFees.cfm> for information about Park Impact Fee rates, calculations, and payment process.
- 65. Low-cost housing is exempt from Park Impact Fees. 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 Sec. 16.23(8)(f), MGO, nor any other impact fees that may apply to a development.
- 66. 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 Sec. 4.22(2), MGO, and which meet the deed restriction requirements of Sec. 4.22(7). A low-cost housing certification from the Community Development Division is required for Park Impact Fee exemptions. For projects that do not receive funding from the Community Development Division, a Land Use Restriction Agreement (LURA) with the Parks Division is required. If a Parks-LURA is required, requests can be emailed to parkimpactfees@cityofmadison.com.

Forestry Section (Contact Jeff Heinecke, 608-266-4890)

67. 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, and dripline of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.
68. All proposed street tree removals within the right of way shall be reviewed by City Forestry. 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.

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

69. Note on Utility plan that all existing water shut offs (Curb Boxes) located in the terrace, shall be visible and accessible upon project completion.
70. The utility pole noted to be removed is critical to Madison Water Utility's meter reading operations. Please contact Jeff Belshaw at Jbelshaw@madisonwater.org to discuss options for relocation if necessary.

71. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. 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. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. 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)

72. Metro Transit operates daily all-day transit service along Aberg Avenue near this property - with trips at least every 75 minutes. Metro Transit operates additional daily all-day transit service along Packers Avenue near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
73. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green

Building Council/LEED Quality Access to Transit points: 78 Weekday & 60 Weekend. Please contact Metro Transit if additional analysis would be of interest.

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

74. 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.

75. Per Section MGO 12.138(14), residents of this development would not be eligible for the Residential Parking Permit Program (RP3). It is recommended that this prohibition be noted in the leases for the residential units.

The City Assessor have reviewed this request and recommended no conditions of approval.

Land Division (Certified Survey Map)

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

1. The property has a history of industrial use – 1942 Sanborn insurance maps show several former fuel oil tanks, a coal yard, and railroad spurs existing on the property. The property was environmentally investigated and is closed with the Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and Redevelopment Tracking System (BRRS) (#02-13-524010 Madison Metro North Transfer Point) but has continuing obligations. Danielle Keller (danielle.keller@wisconsin.gov) is the WDNR program specialist who can support with learning more about the environmental investigation and WDNR requirements. Written approval from the WDNR is required prior to changing the site use. Residual soil and groundwater contamination must be disposed of in accordance with all WDNR regulations should it be encountered. City Engineering will require a copy of WDNR approval prior to approving any site land disturbing permits. The developer shall provide all records pertaining to WDNR coordination, environmental investigations, and disposal activity to Environmental Review (environmentalreview@cityofmadison.com).
2. Enter into a City / Developer agreement for the required public infrastructure improvements. Agreement to be executed prior to signing off. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(7)c)
3. Construct sidewalk, terrace, curb and gutter, and pavement along the site frontages on Huxley Street and Roth Street per plans approved by the City Engineer.
4. 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))
5. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at 608-261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the

previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)

City Engineering Division – Mapping Section (Contact Jeff Quamme, 608-266-4097)

6. In accordance with the Subdivision Ordinance, CSM's are to be on the WISCRS - Dane County NAD 83 datum, specify the adjustment used. Label the coordinates on all PLS corners on the Certified Survey Map. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office (web address <https://www.countyofdane.com/PLANDEV/records/surveyor.aspx>) for current tie sheets and control data that has been provided by the City of Madison.
7. Traffic Engineering has commented to provide an easement where necessary to provide a required terrace and sidewalk width. For any areas where this is required, grant a Public Sidewalk Easement(s) to the City on the face of this Certified Survey Map. Contact Jeff Quamme (jrquamme@cityofmadison.com) for the required Easement terms to be placed on the Certified Survey Map.
8. Add standard note for public utility easements: Public Utility Easements as herein set forth are for the use by Public Bodies and Private Public Utilities having to right to serve the area. Also conform the final Easements required as the proposed development is proposing improvements within the easements that would conflict with the rights of the Utilities.
9. Place a note on sheet 1 regarding the right of way of Huxley: "Huxley Street right of way adjacent to this CSM acquired by Doc No 589869, except lands in QCD per Doc No 1151415. Include the recorded as bearings on the map.
10. Remove the "Stormwater Management Easement per Doc No 3875552" note and replace with: Declaration of Conditions, Covenants and Restrictions for Maintenance of Stormwater Management Measures per Doc 3875552 - to be terminated by separate instrument upon the demolition of the existing site improvements. Contact Jeff Quamme to coordinate the Real Estate project for the termination.
11. Add a note on sheet 1: Lands within this Certified Survey Map are subject to Covenants, Conditions and Restrictions as per Document No. 4181909.
12. Remove the reference to a Public Drainage Easement. A storm water management plan will be required for the redevelopment of these lands that will be on file with the City Engineer, therefore the proposed public drainage easements are not necessary.
13. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant shall submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com)
14. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

15. Conditions of approval noted herein are not intended to be construed as a review determining full compliance with City of Madison Ordinances and State of Wisconsin Statutes. The licensed professional preparing the land division is fully responsible for full compliance with all Ordinances and Statutes regulating this proposed land division.
16. The adjacent lands label to the south shall be changed to Lot 1, CSM No 16404.
17. Add text in the bottom right hand corner of Sheets 1 and 2 as typically done on CSM's in Dane County to allow the recording information to be filled in on each sheet.
18. For the headers on each sheet and for the surveyed legal description remove "and part of Huxley Street" and replace with "and other lands". The portion within this CSM is no longer part of Huxley Street upon its conveyance.
19. Several text insertions are small and may not scan at the Register of Deeds. It is suggested to enlarge some of the text to allow for clean scanning when recorded.
20. This Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.
21. Submit to Jeff Quamme, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
 - a) Right-of-Way lines (public and private)
 - b) Lot lines
 - c) Lot numbers
 - d) Lot/Plat dimensions
 - e) Street names
 - f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data for any changes subsequent to any submittal.

Traffic Engineering Division (Contact Sean Malloy, 608-266-5987)

22. 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 Huxley Street.

Parks Division (Contact Brian Kowalski, 608-243-2848)

23. Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 26022. Visit <https://www.cityofmadison.com/parks/about/impactFees.cfm> for information about Park Impact Fee rates,

calculations, and payment process.

24. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."
25. The Parks Division shall be required to sign off on this CSM.
26. Low-cost housing is exempt from Park Impact Fees. 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 Sec. 16.23(8)(f), MGO, nor any other impact fees that may apply to a development.
27. 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 Sec. 4.22(2), MGO, and which meet the deed restriction requirements of Sec. 4.22(7). A low-cost housing certification from the Community Development Division is required for Park Impact Fee exemptions. For projects that do not receive funding from the Community Development Division, a Land Use Restriction Agreement (LURA) with the Parks Division is required. If a Parks-LURA is required, requests can be emailed to parkimpactfees@cityofmadison.com

Office of Real Estate Services (Contact Trent Milliken, 608-266-5940)

28. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report.
If any of the land within the CSM boundary is under contract for sale or purchase, and said transfer will be conducted at the time of CSM recording, an escrow agreement may be necessary. Please discuss closing plans with ORES in advance of CSM signoff.
When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.
29. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).
30. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language ...surveyed, divided, mapped and dedicated....
31. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).
32. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.
33. Madison Common Council Certificate: Update signature line of Common Council Certificate as shown:

Lydia A. McComas, City Clerk
City of Madison, Dane County Wisconsin

34. As of 5/4/2026, the 2025 real estate taxes are not fully paid for the subject property.
Per 236.21(3) Wis. Stats. and 16.23(4)(f)(3) Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off. Payment is made to:

City of Madison Treasurer
210 Martin Luther King, Jr. Blvd.
Madison, WI 53701

35. As of 5/4/2026, there are special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(4)(f)(3).

In lieu of this requirement, the owner may present written documentation from the City's Board of Public Works that the special assessments may be continued to be paid on the installment basis authorized by the Board of Public Works. However, if lands within the CSM boundary are to be dedicated, the special assessments levied against the dedicated lands are to be paid in full.

36. Pursuant to Madison City Ordinance Section 16.23(4)(c)(1), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), the survey firm preparing the proposed CSM, and the reviewing Planner named in this letter.

The report shall search the period after the date of the initial title report (3/19/2026) submitted with the CSM application and include all associated documents that have been recorded since the initial title report.

A title commitment may be provided but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

37. Depict and show the dimensions of all existing buildings and encroachments within the proposed CSM boundary, and any encroachments within or beyond the CSM boundary. If buildings are going to be demolished, don't include their dimensions and label them "TO BE DEMOLISHED". The following items shall also be depicted, but do not require dimensions, including but not limited to: drives, parking lots, athletic courts, pools, wells, septic systems, etc.

38. If all parties of interest agree that certain easements from prior plats or CSM's of record are no longer necessary, the release documents for said easements shall be recorded prior to CSM approval sign-off, with the recording information for the release included as a Note on the proposed CSM.

The Planning Division, Office of the Zoning Administrator, Forestry Section, Water Utility, Metro Transit, City Assessor, and Parking Utility have reviewed this request and recommended no conditions of approval.