



Project Address: 7401 Mineral Point Road (9th Aldermanic District – Ald. Pritchett)
Application Type: Conditional Use
Legistar File ID # [90803](#)
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: Steve Doran; Galway Companies; 800 W Broadway #400; Monona, WI 53713
Contact: Brad Koning; Sketchworks Architecture; 2501 Parmenter St, Ste 300A; Middleton, WI 53562
Owner: Galway Companies; 800 W Broadway #400; Monona, WI 53713

Requested Action: Approval of a conditional use for a drive-through window is a conditional use in the RMX zoning district §28.069(2) MGO and a major alteration to a conditional use to a planned multi-use site containing more than forty thousand (40,000) square feet of floor area and where twenty-five thousand (25,000) square feet of floor area is designed or intended for retail use or for hotel or motel use per §28.137(2)(e) MGO.

Proposal Summary: The applicant is seeking the construct a two-story multitenant commercial building with a two-lane drive-through within an existing parking lot at 7401 Mineral Point Road.

Applicable Regulations & Standards: §28.183 MGO provides the process for conditional uses. Supplemental regulations for drive throughs and planned multi-use sites are found in §28.151 MGO

Review Required By: Urban Design Commission, Plan Commission

Summary Recommendations: The Planning Division recommends that the Plan Commission find that the standards for conditional uses are met and **approve** the conditional uses for a drive through and alteration to a planned multi-use site at 7401 Mineral Point Road subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 6.

Background Information

Parcel Location: The subject site is a 7.53-acre parcel located on the south side of Mineral Point Road between D’Onofrio Drive and Westfield Road. The site is at the northwest corner of the greater West Towne Mall environs. It is within Aldermanic District 9 (Ald. Pritchett) and the Madison Metropolitan School District.

Existing Conditions and Land Use: 7401 Mineral Point Road is currently developed with a single-story big box commercial building occupied by a gym and bowling alley, as well as a large surface parking lot. The development site is within the parking lot. The site is zoned RMX (Regional Mixed Use District) and part of a planned multi-use site that includes several single-story single- and multi-tenant commercial buildings.

Surrounding Land Uses and Zoning:

North: Across Mineral Point Road, a cemetery zoned CN (Conservancy district);

East: Multi-tenant commercial buildings and shopping center zoned RMX;

South: Multi-tenant commercial buildings and shopping center zoned RMX; and

West: Multi-tenant commercial buildings and shopping center zoned RMX and PD.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2023) recommends Regional Mixed Use for the site. The [West Area Plan](#) (2024) also recommends Regional Mixed Use for the site.

Zoning Summary: The subject property is zoned RMX (Regional Mixed Use District):

Requirements	Required	Proposed
Front Yard Setback	5 ft	19'2"
Max. Front Yard Setback	20 ft (TOD)	19'2"
Side Yard Setback	None	78', 80'
Rear Yard Setback	20 ft	90 ft
Maximum Lot Coverage	90%	65%
Minimum Building Height	2 stories	2 stories
Maximum Building Height	8 stories	2 stories

Site Design	Required	Proposed
Number Parking Stalls	No minimum	34
Electric Vehicle Stalls	None	None
Accessible Stalls	2	2
Loading	None	None
Number Bike Parking Stalls	Based on use	4 (1.)
Landscaping and Screening	Yes	Yes (2.)
Lighting	No	Yes
Building Form and Design	Yes	Flex Building

Other Critical Zoning Items	Urban Design (Planned Commercial Site), Utility Easements, TOD Overlay
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Table prepared by Jacob Moskowitz, Assistant Zoning Administrator

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

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

Project Description

The applicant proposes to construct a two-story, 9,900-square foot multi-tenant commercial building with drive-through. The site is part of the larger West Towne Mall planned multi-use site. It is located on the south side of Mineral Point Road immediately east of the driveway that serves the commercial power center west of West Towne Mall and opposite the entrance to Sunset Memory Gardens cemetery. Vehicle access to the rest of the planned multi-use site is through parking lots and private drives to the east, west, and south. The proposed building has space for up to three tenants. The design includes spaces for two ground floor tenants, each approximately 2,500 square feet, including one tenant with a drive-through on the west side of the building. The building is also designed to accommodate a 4,500-square foot second-floor tenant. The applicant team has met on numerous occasions with City staff to adjust the proposal design to meet TOD overlay district requirements for area of the second floor and coverage and enclosure of the drive-through. The applicant team met with staff to revise the site and traffic layout and staff notes that the revised proposal, including vehicle access lanes, vehicle

queueing, parking, and pedestrian connection to the building has been closely reviewed and found acceptable by Traffic Engineering staff.

The proposed drive-through on the west side of the building is designed with dual lanes and stacking that allows up to 14 vehicles for queuing. Site plans show 32 surface vehicle parking stalls and four bicycle parking stalls. A pedestrian path connects the front entrances of the ground floor tenant spaces to the Mineral Point Road public sidewalk.

Primary façade materials for the proposed building include a black composite panel on the first floor, wood-tone and wood-grained composite lumber cladding on the second floor, and white composite panels on the side (east and west) facades. Trim and accent materials include a black brick veneer, cast stone bands, black anodized aluminum storefront units, black metal canopies, black metal coping, and black and white composite trim.

Landscaping includes low-height shrubs and perennials around the east and north edges of the building, the north and west perimeters of the site, and within the central landscaping island around which the drive-through queuing is directed. Overstory and ornamental trees are planned for the parking lot islands, along the north and west edges of the site, in the island surrounded by queuing lanes, and in a planting strip dividing the site from the large parking lot to the south. An outdoor patio for use by one or more of the tenants is located at the north end of the building.

If approved, the applicant intends to begin construction in August 2026, with completion scheduled for March 2027.

Analysis and Conclusion

This request is subject to the standards for conditional uses as drive-throughs are a conditional use in the RMX district and the development of the site itself is an alteration to the existing planned multi-use site. This section begins with adopted plan recommendations before providing an analysis the conditional use standards, as well as the findings and actions of the Urban Design Commission. It finishes with a review of public comment received and a conclusion.

Conformance with Adopted Plans

The [Comprehensive Plan](#) (2023) recommends Regional Mixed Use for the site. The RMU category includes intensive mix of region-serving retail, office, service, entertainment, civic, institutional, and high density residential uses that serve the needs of the whole region. New development is expected to have a minimum height of two stories and no maximum residential density is recommended. The [West Area Plan](#) (2024) also recommends Regional Mixed Use for the site, but adds a maximum height recommendation of eight stories. The [West Area Plan](#) also identifies this portion of Mineral Point Road as a “development corridor” where the majority of redevelopment in the West Area is recommended to be concentrated. Finally, the [West Area Plan](#) identifies the south side of Mineral Point Road from Gammon Road to just west of D’Onofrio Drive as a “commercial core” area, where new buildings should have ground floor active commercial uses, such as retail, restaurant, service, or office uses.

Conditional Use Standards

The applicant is requesting approval of two conditional uses: a drive-through window in the RMX zoning district per §28.069(2) MGO and a major alteration to a conditional use to a planned multi-use site per §28.137(2)(e) MGO. 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 to be met, and this report provides additional staff analysis regarding standards 4-6 and 8. This section will analyze the standards in numerical order, except for standard 8, which will be taken up last, as it relates to the discussion of UDC actions.

Regarding conditional use standard four, it states, "The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district." While the proposal is inconsistent with some height and setback recommendations, the Commission, as part of its "due consideration" would need to evaluate whether establishing this conditional use would impede the development of other permitted uses in the Zoning district on surrounding properties, specifically in this situation the other existing sites and structures and potential future development within the planned multi-use site. While the plan recommends more intensive development than what is currently proposed, the Comprehensive Plan acknowledges that not all buildings in mixed-use areas must contain a mix of uses. Further, there is not a recommendation specifically against "drive-thru" facilities in mixed-use areas. Finally, the proposed development does not conflict with the location of any recommended streets, and is, in fact, designed to accommodate an officially mapped future street immediately to the east. Further, while Common Council approved an amendment to the Zoning Code (ORD-25-00094, Legislative ID [90552](#)) on December 9, 2025 that required all drive-throughs in the TOD overlay to be in or on buildings that are at least three stories tall and that cover at least 60% of lot area, the proposal before the Plan Commission was submitted on November 3, 2025, and shall be considered under the code in place at time of application. Staff is unaware of any evidence the future development of the greater West Towne area will be negatively impacted by the construction of this two-story building. While staff notes some minor concerns regarding possible plan inconsistencies, it believes that it may be possible to find this specific standard is met.

Regarding conditional use standard of approval five, it states, "Adequate utilities, access roads, drainage, internal circulation improvements for pedestrians, bicyclists, public transit and vehicles, parking supply (in cases with minimum parking requirements) and other necessary site improvements have been or are being provided." §28.151 MGO enumerates supplemental regulations for drive throughs. Among the supplemental requirements for drive-throughs, plans for onsite circulation and driveway locations are to be reviewed where conditional use approval is required. Site design must accommodate a logical and safe vehicle and pedestrian circulation pattern. Adequate queuing lane space shall be provided without interfering with onsite parking/circulation. The applicant team has met with staff from the Traffic Engineering and Planning Divisions and Office of the Zoning Administrator to develop the site and traffic layout and staff notes that the revised proposal is supported by Traffic Engineering and was recommended for approval by the UDC. Staff believe the updated plan reviewed by the Plan Commission appropriately locates vehicle access lanes, vehicle queueing, and parking and creates a clear and safe pedestrian connection to the building. Staff believe standard five can be found met.

Regarding conditional use approval standard six, which states, "The conditional use conforms to all applicable regulations of the district in which it is located," staff have already noted that Common Council approved an amendment to the Zoning Code (ORD-25-00094, Legislative ID [90552](#)) on December 9, 2025 that required all drive-throughs in the TOD overlay district to be in or on buildings that are at least three stories tall and that cover at

least 60% of lot area. However, the proposal before the Plan Commission was submitted on November 3, 2025, and is to be considered under the code in place at time of application, which allows new drive-through windows in the TOD overlay district to be located fully under an occupiable conditional story that is at least 75% of the ground floor area of the building. The proposed building and site meet the requirements of the TOD overlay district and all other applicable zoning requirements as they were at time of application. As such, staff believes standard six can be found to be met.

Finally, Staff also raises this issue in the context of conditional use standard of approval eight, which requires, in part, that “the Plan Commission shall find that the project creates an environment of sustained aesthetic desirability compatible with existing or intended character of the area.” Issues related to standard eight are further discussed in the Urban Design Commission section below. The applicant team has met on several occasions with City staff to adjust the proposal design to meet the design requirements for commercial and mixed-use districts, as well as the additional TOD overlay district requirements. Staff believe that the Plan Commission can find standard 8 to be met for the current design, but offer additional input regarding the design from UDC below.

Urban Design Commission

Staff provide the following additional comments to provide the Plan Commission with context regarding condition use approval standard eight (8): This proposal has been reviewed by the UDC as an alteration to an existing planned multi-use site. UDC is an advisory body for this request. In the [staff report to the UDC](#) staff provided comments regarding building design and composition, including the use of four-sided architecture; and landscape and screening, specifically regarding the landscape plan, planting list, and parking lot landscaping. At its April 15, 2026 meeting, the UDC recommended the Plan Commission approve the proposal with the recommended conditions, to be approved administratively by the Secretary of the Urban Design Commission, that the landscape plan shall be revised to:

- Incorporate tree islands in the southern-most row of parking and in the centrally located double bay of parking,
- Replace the Stella D’oro day lily with a different day lily or native flowering options (i.e., cone flowers),
- Replace the gray dogwood with another ornamental species (i.e., service berry or hawthorne),
- Replace the redbud tree with a true canopy tree (i.e., swamp white oak which is urban tolerant),
- Replace the bark mulch to a mulch that is not dyed,
- Screen the blank walls on the east and west elevations with taller plant material (i.e., emerald arborvitae) or bump up the height of the foundation plantings.

Further, the motion for approval also made the following finding and comment for the Plan Commission:

- The UDC finds that Conditional Use Standard 8, creating an environment of sustained aesthetic desirability, is being met.
- The UDC notes that the pedestrian connectivity in this area is a concern, not only internally to the West Towne Mall area, but externally to Mineral Point Road and the BRT and that the Plan Commission should review that in greater detail.

Please see Legislative [90918](#) for more information about the UDC review and action.

Regarding the UDC comment concerning pedestrian connectivity, staff note that the greater West Towne area is composed of numerous individual parcels under separate ownership. As such, the pedestrian connections that can be required as a condition of approval for this request are limited to the bounds of the site. However, the [West Area Plan](#) (2024) identifies future streets and pedestrian and bike improvements in the West Towne area as it continues to redevelop. The Common Council adopted a resolution amending the City’s Official Map to establish

mapped reservations for future street rights of ways at West Towne Mall and its environs, including a future north-south street intersecting with Mineral Point Road immediately adjacent to this site's east property line. See Legislative ID [75535](#) for more information. Finally, regarding the pedestrian connectivity to Mineral Point Road and the nearby BRT stations, submitted plans show direct pedestrian access from the building's front door to the Mineral Point Road sidewalk, which leads directly to the crossing for the Westfield BRT station. Staff has no evidence that this proposal is in conflict with any of these plan recommendations.

Public Comment

Staff has received written public comment regarding this application, which has been attached to the legislative file for this request. As additional written comment is received, it will be attached to the legislative file.

Conclusion

The applicant proposes to construct a two-story multitenant commercial building with a two-lane drive-through within an existing parking lot in an existing planned multi-use site. As a conditional use, the Plan Commission must give due consideration to the recommendations in adopted plans and make specific findings related to the Conditional Use Standards Overall, staff believe the proposal is generally consistent with adopted plans. Further, careful consideration should be given each of the standards conditional use standards. For this request, staff has provided focused analysis related to standards 4-6 and 8. When considering the land use recommendations and specific additional recommendations of the [Comprehensive Plan](#) and [West Area Plan](#), the surrounding development context, the action of the UDC, and the recommended comments and conditions from reviewing agencies, staff believe the Plan Commission can find all applicable conditional use approval standards to be met.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends that the Plan Commission find that the standards for conditional uses are met and **approve** the conditional uses for a drive through and alteration to a planned multi-use site at 7401 Mineral Point Road subject to input at the public hearing and the conditions recommended by the reviewing agencies below.

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

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

1. That the landscape plan shall be revised to:
 - Incorporate tree islands in the southern-most row of parking and in the centrally located double bay of parking,
 - Replace the Stella D'oro day lily with a different day lily or native flowering options (i.e., cone flowers),
 - Replace the gray dogwood with another ornamental species (i.e., service berry or hawthorne),
 - Replace the redbud tree with a true canopy tree (i.e., swamp white oak which is urban tolerant),
 - Replace the bark mulch to a mulch that is not dyed,
 - Screen the blank walls on the east and west elevations with taller plant material (i.e., emerald arborvitae) or bump up the height of the foundation plantings.

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

2. Bicycle parking for this project shall be provided per Section 28.141(4) and Table 28I-3 as uses are established for the various spaces in the development. Per Section 28.141(11), required bicycle parking shall comply with short and long-term bicycle parking requirements for both residential and non-residential uses, to be shown on the final plan sets. Show the dimensions of the bicycle stalls and the access aisles. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. The access aisle must not be obstructed by vehicles, columns or other structures. Provide a detail of the proposed bike rack including any structured or wall mount bike racks.
3. 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.
4. Speaker box sounds from the drive-through lane shall not be plainly audible so as to unreasonably disturb the peace and quiet of abutting residential property.
5. Bicyclist use of sales and service windows shall not be prohibited.
6. Pedestrian access to the establishment must also be provided.
7. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

City Engineering Division (Contact Kathleen Kane, 608-266-4098)

8. The adjacent property to the west at 7475 Mineral Point Rd is an open Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and Redevelopment Tracking System (BRRTS) site (02-13-551995 Pilgrim Cleaners Inc). The environmental investigation at that site shows dry cleaning chemicals at concentrations that may, during or upon development, cause vapor intrusion above public health standards near or on your proposed development. Pursuant to MGO Sec. 28.133(1), a vapor intrusion pathway investigation for the proposed development site is required to be submitted to City Engineering Environmental Review (environmentalreview@cityofmadison.com). If your investigation shows there is a risk to public health, mitigation methods like a vapor management system or vapor barrier may be required. Please contact Angie Wilcox-Hull of City Engineering (awilcox-hull@cityofmadison.com, 608.267.1986) for more information about City requirements, or Cindy Koepke of the WDNR (cynthia.koepke@wisconsin.gov) for questions about the Pilgrim Cleaners Inc investigation.
9. Obtain a permit to Excavate in the Right-of-Way for completing the improvements in the public Right-of-Way. The permit application is available on the City Engineering Division website at www.cityofmadison.com/engineering/permits/excavation-in-the-right-of-way-permit. As a condition of the permit a deposit to cover estimated City expenses will be required.
10. 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))

11. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
12. 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.
13. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
14. 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.

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)

15. 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.
16. 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.

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.

17. 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, 608-266-4097)

18. Coordinate and request from the utility companies serving this area the easements required to serve this development.
19. 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. There are currently Access and Stormwater Agreements recorded for this area in documents No. 5067726 and 5067727 and others for the West Towne Mall development. while Lot 1 is already subject to these agreements, confirm and modify the documents accordingly if maintenance any further division of maintenance will be required and amended to these documents. If the current proposed building development and its changes to the current storm sewer and paving need to be addressed in revisions to the recorded documents provide these documents for review and record these documents prior to final Site plan approval for permitting.
20. Provide the proposed lease to confirm the area being leased prior to final site plan approval.
21. Show the Officially Mapped Road Reservation per City of Madison Resolution RES-23-00195 for the Odana Area Plan on the Site plan.
Note that the area with in the Official Map Reservation is subject to Wisconsin State Stat 62.23(6)(e) and MGO 16.25 (7) and No permit may be issued for any building in the bed of any street or highway shown or laid out on the map except as provided in this section.

22. Provide confirmation that the Overhang of the proposed canopy its support column the proposed bike rack, plantings, proposed monument sign and other improvements located the existing electrical easements document no. 1272585, and 1673482 with the utility companies that have rights to serve within the easement.
23. Additional addresses will be needed. The LOI states up to 3 tenants, the plans show 2 tenants. The address of the proposed building is 7353 Mineral Point Rd. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.
24. The LOI states up to 3 tenants, the plans show 2 tenants. 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. 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)

25. 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.
26. 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.
27. 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.
28. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
29. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
30. 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.

31. The applicant shall provide a clearly defined 5' walkway, from the front door 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.
32. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
33. Applicant shall submit for review a Commercial Delivery Plan. This plan will include times, vehicle size, use of loading zones and all related turning movements.
34. "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.
35. One way operation of the site shall be secured by placing a "One Way" sign at the entrance and a "Do Not Enter" sign at the Exit. Signage shall provide sufficient guidance even when pavement markings are obscured by snow.
36. All vehicle service window access aisles shall have a minimum outside turning radius of thirty (30) feet.
37. Applicant shall submit for review a vehicular turning movement template demonstrating the use of the order board and pick-up window.
38. Developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.
39. The applicant shall maintain the existing sidewalk on their frontage of the private ring road from the public sidewalk along Mineral Point Road to the south edge of the property and show it on their plan. Applicant shall mark a crosswalk across the entry drive at the private ring road.

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

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| <p>40. Update Utility Plan to clarify the size of proposed water service. Note, if 6" diameter is proposed, the only allowable material would be ductile iron.</p> |
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41. 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 Timothy Sobota, 608-261-4289)

42. Metro Transit operates daily all-day transit service along Westfield Road near this property - with trips at least every 30 minutes. Metro Transit operates additional daily all-day rapid transit service along Mineral Point Road near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
43. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 133 Weekday & 100 Weekend. Please contact Metro Transit if additional analysis would be of interest.

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

44. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan could be required as part of approving the proposed Conditional Use, based on the parcel boundaries shown in the required Certified Survey Map (CSM) submittal.

The Fire Department, Parks Division, and Assessor's Office have reviewed this request and have recommended no conditions of approval.