



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, AICP, Director

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March 22, 2018

Ben Marshall & Mark M. Smith
UC Grand Family, LLC/ Gorman & Company
200 N. Main Street
Oregon, Wisconsin 53575

RE: Approval of a Planned Development–Specific Implementation Plan to allow construction of two apartment buildings containing 60 total dwelling units 2507 Winnebago Street in the Union Corners Planned Development. [LNDUSE-2018-00005; ID 50364]

Gentlemen;

At its March 20, 2018 meeting, the Common Council **conditionally approved** your request for Specific Implementation Plan approval to allow construction of two apartment buildings at 2507 Winnebago Street subject to the following conditions, which shall be satisfied prior to final approval and recording of the planned development and the issuance of building permits for your project:

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have any questions regarding the following twenty-one (21) items:

1. Building 7 appears to not use the lateral stubbed into the lot. Prior to approval, the owner or owner's representative shall obtain a permit to plug each unused existing sanitary sewer lateral stub. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees.
2. The applicant shall verify the size & location of the existing inlet shown in the southwest corner of the lot adjacent to the existing pathway. Also, the applicant shall TV the existing pipe from this inlet to the catch basin on the other side of the railroad tracks at the end of Ohio Avenue. All pipe inverts, pipe location and structure locations shall be shown on the plans. The TV report shall be submitted to City Engineering, attention Jeff Benedict.
3. A railing shall be installed along the top of the modular block retaining walls.
4. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.
5. Based on historical documents (WDNR BRRS #06-13-506291), the property may contain residual contaminated soil. If contaminated soil is encountered as part of this redevelopment, all Wisconsin Department Natural Resources (WDNR) and DSPS regulations shall be followed for proper handling and disposal.

6. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR in order to comply with TMDL limits.
7. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the City Engineering Division (Storm/Sanitary Section). The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number. The digital copies shall be drawn to scale and represent final construction including: building footprints; internal walkway areas; internal site parking areas; other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); right-of-way lines (public and private); plat name and lot lines (metes & bounds parcel lines if unplatted); platted lot numbers (noted "unplatted lands" if not platted); lot/plat property dimensions; street names; private on-site sanitary sewer utilities (including all connections to public sanitary); private on-site storm sewer utilities (including all connections to public storm). All other levels (contours, elevations, etc) are not to be included with this file submittal. E-mail CAD file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.
8. The applicant shall 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). The digital copies shall be to scale, and shall have a scale bar on the plan set. (POLICY and MGO 37.09(2)) PDF submittals shall contain the following information: a) Building Footprints; b) Internal Walkway Areas; c) Internal Site Parking Areas; d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); e) Right-of-Way lines (public and private); f) Lot lines or parcel lines if unplatted; g) Lot numbers or the words unplatted; h) Lot/Plat dimensions; i) Street names; j) Stormwater Management Facilities; k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
9. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including: a) SLAMM DAT files; b) RECARGA files; c) TR-55/HYDROCAD/Etc; d) Sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.
10. This project appears to require construction dewatering. A dewatering plan shall be submitted to the City Engineering Division as part of the Erosion Control Permit application and plan. If contaminated soil or groundwater conditions exist on or adjacent to this project additional Wisconsin Department of Natural Resources (WDNR), Public Health Madison-Dane County, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.
11. 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. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14-inch paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Tim Troester (west) at ttroester@cityofmadison.com, or Jeff Benedict at jbenedict@cityofmadison.com final document and fee should be submitted to City Engineering.

12. Provide additional detail how the enclosed depression(s) created by the parking entrance(s) to the below building parking area(s) is/are served for drainage purposes. The building must be protected from receiving runoff up through the 24-hour, 100-year design storm. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. that show inlet and pipe capacities meet this requirement. If the enclosed depression(s) is/are to be served by a pump system provide pump sizing calculations stamped by a Wisconsin P.E. or licensed Plumber that show this requirement has been met.
13. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0-tons per acre per year.
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 NR-216 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.
15. This project will require a concrete management plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office.
16. Prior to approval, this project shall comply with Chapter 37 of Madison General Ordinances regarding stormwater management. Specifically, this development is required to reduce TSS by 60% off of the proposed parking lot compared to no controls.
17. Complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 of Madison General Ordinances.
18. Prior to approval, this project shall comply with Chapter 37 of Madison General Ordinances regarding stormwater management. Specifically, this development is required to provide oil/grease control for the first half-inch of runoff from the proposed exposed parking area.
19. The construction of this project may require that the applicant shall enter into a City/ Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to schedule the development of the plans and the agreement. The City Engineer will not sign off on

this project without the agreement executed by the developer. Note: Obtaining a developers agreement generally takes approximately 4-6 weeks, minimum.

20. The approval of this planned development does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer.

21. All work in the public right of way shall be performed by a City-licensed contractor.

Please contact Jeff Quamme of the City Engineering Division—Mapping Section at 266-4097 if you have any questions regarding the following six (6) items:

22. If the current configuration along Winnebago Street is approved, a Public Sidewalk Easement for the proposed public sidewalk within this site will be required. A City of Madison Real Estate project will be required along with a \$500 administer the document. Coordinate exhibits and fees with Jeff Quamme at 266-4097 or jrquamme@cityofmadison.com.

23. If the current configuration along Winnebago Street is approved, the owner shall enter into a maintenance agreement for the sidewalk, terrace pavers, parking areas, and snow removal adjacent to the site along Winnebago Street similar to the existing recorded agreement on the other side of Winnebago Street. The pavers shown in Winnebago Street will not be permitted.

24. Grand Family Housing cover page states 60 apartments. Letter of intent states 59 apartments. Verify apartment count and include apartment & bedroom counts for each floor on appropriate sheets.

25. Southwest building (#6) shall have an apartment base address of 2431 Winnebago Street. Northeast building (#7) shall have an apartment base address of 2531 Winnebago Street. 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.

26. The existing conditions plan shall acknowledge and show the development and improvements that now exist on the northwest side of Winnebago Street.

27. Submit a floorplan for each separate building in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan for each floor on a separate sheet for the development of a complete building and 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 submittal of the final Site Plan Approval application with Zoning. The approved Addressing Plan shall be included in the final application. 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. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following ten (10) items:

28. The applicant has met with Traffic Engineering Division staff on several occasions regarding the proposed back-in angle parking along the southern side of Winnebago Street; to date, Traffic Engineering has denied this request and recommended if the applicant wish to further pursue the proposed street geometrics they should submit a plan to Traffic Engineering for inclusion at Pedestrian, Bicycle and Motor Vehicle Commission to seek their recommendation/ approval.
29. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
30. 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.
31. 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.
32. All parking facility design shall conform to the standards in MGO Section 10.08(6).
33. All pedestrian walkways adjacent parking stalls shall be seven (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.
34. "Stop" signs shall be installed at a height of seven (7) feet 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. On this site, an additional "Stop" sign is needed at the egress of the Northeastern parking lot where it meets the ramp to the underground entrance.
35. All parking ramps as the approach the public right-of-way shall not have a slope to exceed 5% for 20 feet; this is to ensure drivers have adequate vision of the right-of-way. If applicant believes public safety can be maintained they shall apply for a waiver, approval or denial of the waiver shall be the determination of the City Traffic Engineer.
36. The parking garage is insufficiently labeled/dimensioned for a proper review. If the parking does not meet MGO Section 10.08, the applicant can expect to be required to make a major alteration which

may or may not impact structural elements of this site. It appears that columns are in the parking stalls on page 5 of the submitted site plan.

37. All parking stalls must be clear of any and all obstructions (including columns) to be considered a legal parking stall. For large car stall, this means 9' by 18' clear; for a one-size-fits-all stall, this means 8.75' by 17' clear.

Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at 266-4429 if you have questions about the following nine (9) items:

38. Work with Zoning and Planning staff to finalize the zoning text.
39. Provide a dwelling unit summary with the number and types of dwelling units (number of bedrooms) for each building. Provide a vehicle and bicycle parking summary with the number of vehicle parking stalls and bicycle parking stalls for each building.
40. Bicycle parking for the mixed-use hotel and commercial project shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). A minimum of 71 resident bicycle stalls are required, plus a minimum of six (6) short-term guest stalls. A minimum of 90% of the resident stalls shall be designed as long-term parking. 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. Provide a detail of the proposed bike rack including any structured or wall mount bike racks.
41. 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 10,000 square feet in size must be prepared by a registered landscape architect.
42. Submit the third floor plan for each building. Label the unit types on the floorplans.
43. Submit a detailed rooftop plan showing the location of any proposed rooftop mechanical equipment and screening. All rooftop and ground level mechanical equipment and utilities shall be fully screened from view from any street or residential district per Section 28.142(9)(d).
44. Exterior lighting must comply with MGO Section 10.085 outdoor lighting standards. If exterior site lighting is provided, submit an exterior lighting plan and fixture cut sheets with the final plan submittal.
45. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
46. 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.

Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following two (2) items:

47. If existing hydrant is to be relocated, provide dedicated connection to existing water main, rather than off the proposed service lateral, as shown on the Utility Plan drawing.
48. 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/plumberscontractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Avenue. 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 and 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 266-4646. The Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

Please contact Kathleen Kane of the Parks Division at 261-9171 if you have any questions regarding the following two (2) items:

49. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(6) will be required for all new residential development associated with this project. This development is within the East Park Infrastructure Impact Fee district. Please reference ID# 14124.3 when contacting Parks Division staff about this project.
50. Additional street trees are needed for this project. All street tree planting locations and trees species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. Tree planting specifications can be found in Section 209 of *City of Madison Standard Specifications for Public Works Construction*.

Please contact Janine Glaeser, Secretary of the Urban Design Commission, at 267-8740 if you have any questions regarding the following item:

51. Initial approval is recommended for the site plan and building massing only. For final approval, the applicant shall provide better details for the proposed HVAC penetrations to make them less visible or hidden from view; address concerns regarding quality of exterior building materials; provide more building articulation, and; re-evaluate the building design to create more cohesion between Buildings 6 and 7 to have buildings complement one another (Building 7 was thought to be a more successful design by the Commission).

Please contact my office at 261-9632 if you have any questions regarding the following five (6) items, including the condition added by the Plan Commission on March 5, 2018 (conditions #57):

52. Revise the plans prior to final approval and issuance of permits to identify the spaces on all of the floorplans, including the type and square-footage of each dwelling, and provide typical dimensions in the parking garages. Include a floorplan for the third floor of both buildings or label the floorplans for the second floors as "2nd/3rd Floor."
53. Revise the site plan, etc. to label "Existing Pathway" as the "Union Corners Bike Path," and revise Sheets C100 and L100 to show the eastern project boundary consistent with the eastern line of Lot 1 of CSM 11774.
54. That the applicant receive final approval of the project from the Urban Design Commission prior to final staff approval of the Specific Implementation Plan and issuance of building permits. Any appeal of the Urban Design Commission decision may be made to the Plan Commission, as allowed under MGO Section 33.24.
55. Any proposed HVAC or utility penetrations on the buildings shall not face Winnebago Street. Any such penetrations elsewhere on the exterior of the buildings shall be designed to be perpendicular to the facades to limit their visibility to the greatest extent possible. All details regarding HVAC and utility penetrations shall be provided to the Director of the Planning Division or Plan Commission for approval prior to issuance of permits for the project.
56. The applicant may submit a zoning text specific to this project for review and approval by the Planning Division and Zoning Administrator prior to recording or note that this project is subject to the zoning text conditionally approved with the final Union Corners General Development Plan.
57. That the connections to the Union Corners Path be more direct, and be widened to eight (8) feet.

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

After the planned development has been revised per the above conditions, please file **nine (9) sets** of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. **This submittal shall all also include one (1) complete digital plan set in PDF format.** The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

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

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

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

Sincerely,

Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Eric Halvorson, Traffic Engineering Division
Adam Wiederhoeft, Madison Water Utility
Jenny Kirchgatter, Assistant Zoning Administrator
Kathleen Kane, Parks Division
Janine Glaeser, Urban Design Commission
Bill Sullivan, Madison Fire Department

Accela ID: LNDUSE-2018-00005			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering (EP)	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other:
<input checked="" type="checkbox"/>	Water Utility (EP)	<input type="checkbox"/>	Other: