



PREPARED FOR THE URBAN DESIGN COMMISSION AND PLAN COMMISSION

**Project Address:** 550 Junction Road (9<sup>th</sup> Aldermanic District, Alder Skidmore)  
**Application Type:** Planned Development Rezoning  
**Legistar File ID #:** [39893](#) & [39904](#)  
**Prepared By:** Heather Stouder, AICP, Planning Division  
Report Includes Comments from other City Agencies, as noted

## Summary

**Applicant:** John Leja; LZ Ventures, LLC; 1022 W. Johnson, Madison, WI 53715

**Project Contact:** Randy Bruce; Knothe and Bruce Architects; 7601 University Ave., Middleton, WI 53562

**Property Owner:** City Center West, LLC; PO Box 7700, Madison, WI 53707

**Requested Action:** Approval of a rezoning of a 10.5-acre property from the PD-GDP-SIP (Planned Development – General Development Plan – Specific Implementation Plan) District to an amended PD-GDP-SIP (Planned Development – General Development Plan – Specific Implementation Plan) District for development of three buildings with a total of 173 residential units and 7,125 square feet of commercial space.

**Proposal Summary:** The applicant proposes to construct three buildings ranging from three to five stories. In total, the buildings would include 173 residential units, with 7,125 square feet of ground floor commercial space in the five-story building on the eastern portion of the site. In conjunction with the proposal, staff is recommending an amendment to the Junction Neighborhood Development Plan to change the long term land use recommendation for this site and an adjacent site to the north from “Office” to “Community Mixed-Use”.

**Applicable Regulations & Standards:** This proposal is subject to the standards for rezoning (MGO Section 28.182) and for Planned Developments (MGO Section 28.098).

**Review Required By:** Urban Design Commission (UDC), Plan Commission (PC), Common Council (CC)

**Summary Recommendation:** Planning Division staff recommends that the Plan Commission find that the standards for approval for zoning map amendments and Planned Developments can be met for the subject property, and forward the request to the Common Council with a recommendation to **approve** the requested rezoning, along with the related amendment to the Junction Neighborhood Development Plan. This recommendation is subject to input at the public hearing and the conditions recommended by the Planning Division and other reviewing agencies.

## Background Information

**Parcel Location:** The subject property is located on the west side of Junction Road between Old Sauk Road and Blackwolf Drive; Aldermanic District 9 (Skidmore; Madison Metropolitan School District).

**Existing Conditions and Land Use:** Part of the subject property is currently utilized for surface parking associated with uses to the north and across Junction Road to the east. There are no buildings on the site.

**Surrounding Land Use and Zoning:** Surrounding properties are all zoned Planned Development (PD).

**North:** Two-story commercial building and vacant, developable site on Junction Road with surface parking to the west

**East:** Across Junction Road to the east, a large office building and associated structured parking

South: Across an alley immediately to the south of the subject property, the back side of single-family homes

West: City-owned stormwater management property

**Adopted Land Use Plan:** The Comprehensive Plan (2006) recommends General Commercial Uses for this property and the larger area surrounding it. The Junction Neighborhood Development Plan (1990, amended 1992) recommends Office uses for the property. A proposed amendment to the Junction Neighborhood Development Plan is being considered concurrent with this request.

**Zoning Summary:** This property as proposed would be within an amended PD-SIP (Planned Development - Specific Implementation Plan) District.

**Environmental Corridor Status:** The subject site is not located in a mapped environmental corridor.

**Public Utilities and Services:** This property is served by Metro Transit routes running along Junction Road to the east.

## Related Approvals

**Urban Design Commission** – The Urban Design Commission will review and make a recommendation to the Plan Commission on the requested PD-GDP-SIP rezoning, and will formally consider the proposal on September 16, 2015. The UDC reviewed the proposal at informational presentations on July 29 and September 2, 2015 (reports from those meetings are included for reference).

**Common Council** – The Common Council will review the proposed amendment to the Junction Neighborhood Plan (Legistar [39904](#)), the proposed rezoning, and a related 3-lot Certified Survey Map following recommendations from the Urban Design Commission and Plan Commission.

## Project Description

**Land Use, Building Placement and Design** – The applicant proposes to rezone the 4.5-acre property to amend the Planned Development zoning currently on the site to a new Planned Development to allow construction of a total of 173 residential units and 7,125 square feet of commercial space in three buildings ranging in height from three to five stories. The residential density for the site as a whole would be approximately 38 dwelling unit per acre, and the unit mix includes 18 efficiencies, 100 one-bedroom, and 55 two-bedroom units. 290 parking stalls are proposed within both underground and surface parking areas. All buildings have a similar palette of materials, with a cast stone base, brick as a primary material, and composite panels and siding as accent materials and on upper levels of the buildings.

The massing and program for the three buildings is described as follows, from east to west, consistent with building labels in submitted plans:

*Building 1* - The largest of the three buildings oriented toward Junction Road is five stories (approximately 62 feet) tall, with four-story elements (each approximately 52 feet tall) on both sides. It includes 7,125 square feet of ground floor commercial space oriented to Junction Road, 82 residential units, and a 4,000 square foot “Apartment Commons” area on the first floor. This building is set back approximately 12 feet from Junction Road at its closest points, where commercial uses are located, and approximately 58 feet back for the first floor residential units within the courtyard in the front center of the building. In total, the building is 205 feet long and 125 feet deep. Notably, current plans do not show an entrance oriented to Junction Road, which would be required under conventional zoning and will be requested as a condition of approval for this proposal. Just behind this building (immediately to the west) is an interior open space with a pool and grilling area to serve the residents of all three buildings.

*Building 2* - Just west of the interior open space is a 51-unit, three-story building with a partial fourth floor for loft bedrooms. Building height ranges from 35 to 45 feet tall. This 225-foot long building is clearly divided into two separate masses with a 17-foot wide pedestrian pass-through linking the interior courtyard open space to the western part of the site. The two building masses are linked by an upper-level corridor with a high level of transparency. Ground floor entries to individual units are provided along the west side of this building, oriented to an interior private street on the western portion of the site.

*Building 3* - The westernmost building is four stories (ranging from 49 to 52 feet tall) with 40 residential units, including four loft units on upper levels. The building is 168 feet long and 77 feet deep, and units are arranged along a double-loaded corridor with half facing the City-owned greenspace to the west, and half facing east toward the rest of the site. This building is also oriented to the interior private street with ground floor entries to individual units, mirroring those on Building 2.

**Access, Circulation, Parking, and Loading** – The site includes two access points from Junction Road linked by a U-shaped private interior street leading to surface and underground parking areas. The southern entrance to the site is located at a signalized intersection, opposite the entrance to the large office building on the east side of Junction Road. The northern entrance to the site exists today, and is currently used to access overflow surface parking for commercial uses to the north and east. This entrance may be the most likely to be utilized by a majority of the residents, as it is closest to the underground parking entrance for Buildings 1 and 2. However, when Junction Road traffic is especially heavy, many turning left into the site may instead use the southern entrance at the traffic signal and drive around the looped street to access the underground parking area.

An alternative plan provided by the applicant includes in the southeastern corner of the site an access driveway to the alley serving the back of single-family homes immediately south of this property, as a way to provide a safer way for these residents to access their properties utilizing the signalized intersection.

Automobile parking on the site includes a total of 283 stalls, with 197 underground stalls and 86 surface stalls for commercial parking, residential overflow parking, and visitors. The residential parking ratio is exactly 1:1 in the underground parking areas for Buildings 2 and 3, and 1.3:1 in the easternmost building (underground parking in this building may also be utilized by employees of businesses in the commercial spaces). There are no loading zones for the commercial spaces identified on submitted plans.

A total of 182 bicycle parking stalls are provided in the underground parking areas and distributed throughout the residential portions of the site on the surface. At this time, the total number of bicycle stalls falls short of what would be required under conventional zoning, and bicycle parking is not shown near the commercial spaces.

As shown on plans, a conceptual future bicycle path lies within a public easement on the southern edge of the property, just north of the significant grade change leading up to the single-family homes to the south. To the east, this path would connect to an existing path segment east of Junction Road, and eventually could be a regional bike/pedestrian connection over the West Beltline Highway. To the west, the direction of the path is unknown at this time, but could potentially be routed through the City-owned greenspace to the west and link to existing residential development on the other side.

**Landscaping and Other Site Details** – Landscaping for the site includes 33 canopy trees and six ornamental trees distributed along the interior private street and within the usable open space areas. Landscaped areas on top of underground parking include sedum, fescue, shrubs and other perennials. Along the western and southern edges of the site, a prairie mix is identified on the landscape plan.

In addition to the interior open space on top of the underground parking area between Buildings 1 and 2, which would be shared by all residents in the proposed development, there is an additional smaller open space at the northern end of Building 4, also on top of underground parking.

## Project Analysis and Conclusion

**Land Use and Plan Consistency** - Staff generally supports the requested rezoning to amend the Planned Development for the site from the Sauk Junction PD-GDP (1997) and “City Center West” PD-SIP (2000), which would allow for approximately 100,000 square feet of office development in two and three story buildings on the site, to a PD-GDP-SIP that would allow for the proposed mixed-use development.

The Comprehensive Plan (2006) recommends “General Commercial” uses for this site, and includes it among sites designated for “Transit-Oriented Development. The Junction Neighborhood Development Plan (1990, amended in 1992) recommends “Office” uses for the site. In conjunction with the rezoning request, staff is supporting an amendment to the Junction Neighborhood Development Plan (NDP) that would change the recommendation from “Office” to “Community Mixed-Use” for this 4.5-acre site and a smaller property immediately to the north, for a total of 7.3 acres. If this amendment is approved by the Common Council, staff believes that the approval of the rezoning would be consistent with the amended Junction NDP, and generally consistent with the Comprehensive Plan, where mixed-use development can be appropriate in areas recommended for General Commercial uses, particularly if a more detailed neighborhood plan recommends mixed-use. Assuming the Junction Neighborhood Development Plan is amended, staff will likely recommend an update to the Comprehensive Plan for this area to more accurately reflect the amended Junction NDP.

Staff is recommending that the proposed zoning text be revised so that the amended Planned Development District references the Mixed Use Center (MXC) District, rather than the Commercial Center (CC) District. This change would very slightly reduce the number of allowable commercial uses for the property, such as automobile-oriented uses, and would ensure more compatibility with the predominantly residential uses on the site.

**Site and Building Design** – Staff is generally supportive of the direction the applicant has taken the overall site plan, building massing, and exterior building materials, noting the following issues that need additional attention and/or revision:

- First, staff is recommending a significant change to the first floor of Building 1 in order to orient entrances to Junction Road for both the commercial and residential components of the building. In reviewing the floor plans, staff suggests that the applicant consider moving the interior “apartment commons” to the front of the building, with an entrance facing the courtyard area, and shift the dwelling units back to the area currently shown as “apartment commons”. This arrangement seems much more intuitive, and would be much more appropriate in a transit-oriented development area, where a portion of the residents may be coming and going by bus. Importantly, this street-oriented entrance configuration would be required by even conventional mixed-use zoning districts, and staff cannot support the current arrangement in a Planned Development District. Input from the Urban Design Commission on this issue is desired. While this issue could be handled as a condition of approval recommended to the Plan Commission and Council, it would be beneficial for the applicant to put forth an alternative for staff and UDC review prior to approval.
- Second, staff is recommending that the bicycle parking for the site be increased so that conventional zoning requirements are met or exceeded. This issue can easily be handled as a condition of approval.
- Third, staff requests further input from the Urban Design Commission regarding the proposed surface parking, which seems excessive for this site. Staff recommends that a portion of the surface stalls, particularly in the southern portion of the site, be excluded from the plans and replaced with landscaped areas. At a minimum, the applicant could show landscaped areas with a note that they may be utilized for future surface parking if deemed necessary through a Minor Alteration to the Planned Development. Prior to recommending a condition of approval regarding surface parking, staff would like

further input from the UDC on this issue as it relates to the overall landscape plan and streetscape amenities.

- Fourth, staff does not believe sufficient information has been provided regarding the planned treatment of the southern edge of the site, which has a significant grade change up to the single-family homes to the south. Prior to recommending any conditions of approval related to this area, further detail on the landscaping and retaining wall in this area, including cross-sections, should be provided for review by staff and the UDC.
- Fifth, there is a real opportunity to create a pedestrian-friendly “streetscape” along the interior private street on the site. Details on pedestrian scale lighting, seating, and other amenities have not yet been provided. Prior to recommending any conditions of approval related to this area, further detail along the edges of the interior street should be provided for review by staff and the UDC.
- Sixth and finally, additional detail on the ground cover and landscaping should be provided to the UDC on the structured usable open space areas, including the main interior courtyard between Buildings 1 and 2, the open space on top of the underground parking area to the north of Building 3, the courtyard in front of Building 1, and rooftop patios on Buildings 2 and 3.

**Planned Development Standards (MGO 28.098)** – Staff believes that the Planned Development standards can be met with this proposal, as noted in the analysis of each relevant standard below.

*1) Statement of Purpose.*

*The Planned Development District is established to provide a voluntary regulatory framework as a means to facilitate the development of land in an integrated and innovative fashion, to allow for flexibility in site design, and to encourage development that is sensitive to environmental, cultural, and economic considerations. In addition, the Planned Development District is intended to achieve one or more of the following objectives:*

- a) Promotion of green building technologies, low-impact development techniques for stormwater management, and other innovative measures that encourage sustainable development*
- b) Promotion of integrated land uses allowing for a mixture of residential, commercial, and public facilities along corridors and in transitional areas, with enhanced pedestrian, bicycle, and transit connections and amenities.*
- c) Preservation and enhancement of important environmental features through careful and sensitive placement of buildings and facilities.*
- d) Preservation of historic buildings, structures, or landscape features through adaptive reuse of public or private preservation of land.*
- e) Provision of more adequate, usable, and suitably located open space, recreational amenities, and other public facilities than would otherwise be provided under conventional land development techniques.*
- f) Facilitation of high-quality development that is consistent with the goals, objectives, policies, and recommendations of the Comprehensive Plan and adopted neighborhood, corridor, or special area plans.*

*2) Standards for Approval of Zoning Map Amendment*

*The standards for approval of a zoning map change to a PD District are as follows:*

- a) The applicant shall demonstrate that no other base zoning district can be used to achieve a substantially similar pattern of development. Planned developments shall not be allowed simply for the purpose of increasing overall density or allowing development that otherwise could not be approved unless the*

*development also meets one or more of the objectives of (1) above. Conditions under which planned development may be appropriate include:*

- 1. Site conditions such as steep topography or other unusual physical features; or*
- 2. Redevelopment of an existing area or use of an infill site that could not be reasonably developed under base zoning district requirements.*

In this case, the site is part of a larger Planned Development District, including property to the north and east. Rather than seeking to rezone into the PD District, the applicant is requesting a significant amendment to the PD to allow for the proposed buildings and mix of uses. The proposal can meet objective (b) in the Statement of Purpose, and assuming the Junction Neighborhood Development Plan is amended as recommended by Planning Division staff, objective (f) will also be met.

*b) The PD District shall facilitate the development or redevelopment goals of the Comprehensive Plan and of adopted neighborhood, corridor, or special area plans.*

Staff believes that this standard can be met, as the proposal would integrate medium to high-density residential uses within an area identified as a Transit-Oriented Development area in the Comprehensive Plan. As has been mentioned, staff is recommending adoption of an amendment to the Junction Neighborhood Development Plan concurrent with this proposal, which would change the recommendation from "Office" uses to "Community Mixed-Use". This proposal would facilitate the development recommendations of the amended Junction Neighborhood Development Plan.

*c) The PD District plans shall not adversely affect the economic health of the City or the area of the City where the development is proposed, including the cost of municipal services.*

Staff believes that this standard can be met, so long as all conditions of approval are sufficiently addressed.

*d) The PD district plan shall not create traffic or parking demands disproportionate to the facilities and improvements designed to meet those demands. A traffic demand management plan may be required as a way to resolve traffic and parking concerns. The Plan shall include measureable goals, strategies, and actions to encourage travelers to use alternatives to driving alone, especially at congested times of the day. Strategies and actions may include, but are not limited to, carpools and vanpools; public and private transit; promotion or bicycling, walking, and other non-motorized travel; flexible work schedules and parking management programs to substantially reduce automobile trips.*

Staff believes that this standard can be met so long as conditions of approval are addressed. While traffic and parking have been mentioned as concerns by area property owners and residents, this proposal would result in far less peak-time traffic than would the office uses currently allowable on the site, and also requires less overall parking. Staff does not believe that a traffic demand management plan is necessary at this time for a predominantly residential development. However, the location of higher-density residential uses near frequent transit service, and within easy walking distance of employment, retail, restaurant, and service uses should promote alternatives to driving.

*e) The PD District plan shall coordinate architectural styles and building forms to achieve greater compatibility with surrounding land uses.*

Staff believes that this standard is met. All three buildings draw from the same durable palette of materials, and should be compatible with the significantly taller office development across Junction Road to the east. With regard to compatibility with the homes to the south, the closest point between Building 2 and a garage attached to the back of a single family home is approximately 70 feet. Buildings 1 and 3 are over twice as far away from the garages. Importantly, a significant grade change between the subject property and the single-family homes helps to mitigate the height difference.

- f) *The PD district plan shall include suitable assurances that each phase could be completed in a manner that would not result in an adverse effect upon the community as a result of termination at that point.*

Staff believes that this standard can be met so long as Condition No. 1 is sufficiently addressed, and the first phase of construction includes removal of all asphalt on the site, the construction of Building 1, and the courtyard open space area intended to serve the entire development.

**Conclusion** – With a few changes as outlined in the conditions of approval, the proposed mixed-use, predominantly residential development is a good fit for this site, which has been vacant for several years following a Planned Development zoning to allow for office uses on the property. Residents living in the proposed building in the future would have good transit access, live within close proximity to employment opportunities and other amenities, and eventually have direct access to the regional bicycle path system. In many areas of the City, staff would urge decision-makers to take a longer view and await future development consistent with adopted plans. However, in this case, staff recognizes that the proposal is generally consistent with the “Transit-Oriented Development” designation in the Comprehensive Plan, and that the recommendations in the Junction Neighborhood Plan (last amended in 1992) are quite dated for this site. As has been mentioned, in conjunction with the proposed rezoning, staff supports an amendment to the Junction Neighborhood Development Plan from “Office” to “Community Mixed-Use” to support this and similar development proposals for the subject property and a smaller undeveloped property immediately to the north.

## Recommendation

### Planning Division Recommendation (Contact Heather Stouder, 266-5974)

Planning Division staff recommends that the Plan Commission find that the standards for approval for zoning map amendments and Planned Developments can be met for the subject property, and forward the request to the Common Council with a recommendation to **approve** the requested rezoning, along with the related amendment to the Junction Neighborhood Development Plan. This recommendation is subject to input at the public hearing and the conditions recommended by the Planning Division and other reviewing agencies.

### **Recommended Conditions of Approval**

Major/Non-Standard Conditions are Shaded

### Planning Division (Contact Heather Stouder, 266-5974)

1. The Zoning Text shall be revised to reference the Mixed Use Center (MXC) District, rather than the Commercial Center (CC) District for allowable commercial uses and the family definition.
2. Final plans shall be revised for the easternmost building (Building 1) to include entrances oriented to Junction Road that can be used to access commercial spaces and a residential lobby.
3. Final plans submitted for staff review and approval shall include increased bicycle parking to meet or exceed the conventional zoning requirements for each individual lot and the site as a whole. Bicycle parking shall be incorporated close to each of the entrances to commercial spaces.
4. Final plans submitted for staff review and approval shall include a phasing plan for the overall development of the site. The first phase of development shall include the removal of the existing asphalt on the entire property, construction of the easternmost building (Building 1) and the courtyard open space.

*Note: Additional conditions of approval may be added based on Urban Design Commission review and recommendations to the Plan Commission.*

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

5. Provide additional details on how the storm water drainage from the approaches to the underground parking shall be provided. If a pump system is used this will require a pumping plan review and approval.
6. The Developer shall build a 10-foot wide bicycle pedestrian path from Junction Road to the southwest corner of the lot along the southern lot line. Note that retaining walls may be required to achieve the desired grades.
7. The construction of this project will require 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. Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum (MGO 16.23(9)c).
8. The Developer shall Dedicate a Permanent Limited Easement for a pedestrian/bicycle easement 20-feet wide from Junction Road to the Southwest corner of the lot (MGO 16.23(3)(a)(2)(c) (plats) & 16.23 (5)(g)1. (CSM)).
9. The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development (POLICY).
10. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction (POLICY).
11. All work in the public right-of-way shall be performed by a City licensed contractor (MGO 16.23(9)(c)5) and MGO 23.01).
12. All damage to the pavement on Junction Road, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY).
13. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used. POLICY.
14. The applicant shall demonstrate compliance with MGO Section 37.07 and 37.08 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.
15. 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> (NOTIFICATION).



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 reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls; provide oil & grease control from the first 1/2" of runoff from parking areas; and 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 the Madison General Ordinances.
17. The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the 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:
  - 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) Plat name and lot lines (metes & bounds parcel lines if unplatted)
  - g) Platted lot numbers (noted "unplatted lands" if not platted)
  - h) Lot/Plat property dimensions i) Street names.

All other levels (contours, elevations, etc) are not to be included with this file submittal. THE CAD FILE WILL ONLY BE REQUIRED PRIOR TO FINAL PLAN REVIEW SO THAT MULTIPLE FILES DO NOT NEED TO BE SUPPLIED OR REVIEWED. The project site address in the email subject line. Any changes or additions to the location of the building, private utilities, sidewalks, parking/pavement during construction will require a new CAD file transmittal.

18. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Megan Eberhardt - MEberhardt@cityofmadison.com). 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) Plat name and lot lines (metes & bounds parcel lines if unplatted)
  - g) Platted lot numbers (noted "unplatted lands" if not platted)
  - h) Lot/Plat property dimensions
  - i) Street names
  - j) Stormwater Management Facilities
  - k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
19. The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Mgmt 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 (POLICY and MGO 37.09(2)).

20. 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 size 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](mailto:ttroester@cityofmadison.com), or Jeff Benedict at [jbenedict@cityofmadison.com](mailto:jbenedict@cityofmadison.com) final document and fee should be submitted to City Engineering.
21. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction (MGO 37.05(7)). This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
22. All outstanding 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)).
23. 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 (POLICY).

**Fire Department** (Contact Bill Sullivan, 261-9658)

24. Aerial fire lanes shall be free from overhead obstructions. Obstructions shall not be located between the building and an aerial fire lane. Alternative measures to allow obstructions may include specific tree selection and placement; increased fire protection systems; and/or increased building fire resistance. Alternatives must be approved by MFD prior to site plan approval.

25. All portions of the fire lanes for newly constructed public buildings and places of employment and open storage of combustible materials shall be within 500-feet of at least TWO fire hydrants. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.507 for additional information.

**Parks Division** (Contact Janet Schmidt, 261-9658)

26. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a site plan (in PDF format) to Dean Kahl – [dkahl@cityofmadison.com](mailto:dkahl@cityofmadison.com) or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.

27. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff of the rezoning request. This development is within the Far West impact fee district (SI30). Please reference ID# 15143 when contacting Parks about this project.
28. The residential unit count on the application and on the plans does not appear to match. Verify the exact residential unit count on the final approval.
29. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

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

30. In coordination with public works improvements, the applicant shall install and maintain a concrete passenger boarding pad on the west side of Junction Road, south of the southern (signalized) driveway. The concrete pad shall occupy the full distance of the terrace, measure a minimum of 10 feet in width parallel to the street (placed 55 through 65 feet south of crosswalk), and lie flush between the sidewalk and the top of curb).
31. The applicant shall install and maintain a passenger waiting shelter with bench or other seating amenity and a trash receptacle in the adjacent property landscape plan, generally opposite the concrete boarding pad location.
32. The applicant shall include the proposed product specifications and location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review and approve the design. [See file attachment "550jr\_METRO.pdf".
33. Metro Transit operates daily transit service along Junction Road through the southern, signalized, driveway intersection.

**City Engineering – Mapping** (Contact Jeff Quamme, 266-4097)

34. The Cross Access Agreement per Document No. 4362994 shall be amended/restated to match the proposed conditions. The document shall be recorded at the register of deeds prior to building permit issuance.
35. The developer shall dedicate a pedestrian / bike path easement over the proposed storm sewer easement, document number 4813094, to better accommodate the future use and maintenance of a bike path built to current standards. In addition and dependent on future path geometry, the developer may be required to dedicate a pedestrian / bike easement over the portion of property located between the existing bike path easement and the storm sewer easement at the southwest corner of the property as determined by the City Engineer. The developer shall work with the City of Madison Real Estate Staff to administer this easement. Applicable fees shall apply.
36. The Ingress/Egress Easement to Mid Plains Telephone Co. D/B/A TDS shall be amended/restated to match proposed access routes per the site plans. The document shall be recorded at the register of deeds prior to building permit issuance.
37. The legal description of the pedestrian path easement per Doc No 3276438 does not match the map exhibit. A correction instrument shall be recorded correcting this error prior to building permit issuance.

38. The pedestrian/Bike path is partially within the 20' Strip Reserved for Berming and Plantings set forth by the plat of Sauk Junction. Applicant shall provide documentation confirming the path is permitted within the 20' wide strip prior to building permit issuance.

39. The proposed new buildings will cross an underlying platted lot line. Current fire code and City enforcement requires the underlying platted lot line be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel- Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record.

40. Submit a PDF of all floor plans for each separate building to Lori Zenchenko (Lzenchenko@cityofmadison.com); so that a preliminary building and preliminary interior addressing plan can be developed prior to plans being submitted for permit review. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

Building # 2 is considered two buildings for addressing purposes as you cannot get from one side to the other on the first floor without leaving the building.

**Water Utility** (Contact Dennis Cawley, 266-4651)

41. This property is located in City of Madison Wellhead Protection District WP-28. All proposed land uses in this district shall be reviewed by the Madison Water Utility General Manager or his/her designee in accordance with Madison General Ordinances 13.22 and 28.107.

42. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Traffic Engineering** (Contact Eric Halvorson, 266-6527)

Comments will be provided to the Plan Commission when received.

**Zoning Administrator** (Contact Matt Tucker, 266-4569)

Comments will be provided to the Plan Commission when received.