



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 1601 N Sherman Ave and 1610 Ruskin St (12<sup>th</sup> Alder District)

**Application Type:** Conditional Use and Certified Survey Map Referral

**Legistar File ID #** [89232](#) and [89233](#)

**Prepared By:** Chris Wells, Planning Division  
Report includes comments from other City agencies, as noted.

**Reviewed By:** Kevin Firchow, AICP, Principal Planner

## Summary

**Applicant & Property Owner:** Scott Chehak, Madison Metropolitan School District; 545 W Dayton Street; Madison, WI 53703

**Contact:** Susan Bowersox; OPN Architects; 301 N Broom Street, Suite 100; Madison WI 53703

**Requested Actions:** There are three requests – two conditional uses and a certified survey map – before the Plan Commission:

- ID [89232](#) – Consideration of a conditional use in the Traditional Residential-Consistent 4 (TR-C4) District for a school, public or private, and Consideration of a conditional use in the TR-C4 District for a building or structure exceeding 10,000 square feet in floor area – to allow construction of a new public school building (to replace the existing school building (Sherman Middle School and Shabazz City High School) at 1601 N Sherman Avenue and 1610 Ruskin Street.
- ID [89233](#) – Consideration of a Certified Survey Map of property owned by the Madison Metropolitan School District located at 1601 N Sherman Avenue and 1610 Ruskin Street.

**Proposal Summary:** The applicant is requesting three approvals – two conditional uses and a certified survey map – to allow construction of new combination middle school/high school to eventually replace the current one on the site. The certified survey map is to dissolve the underlying platted lot lines. Staff note that the applicant is not currently seeking a demolition permit to raze the existing school; they will seek approval of this permit after the new building is fully constructed, likely in late 2027. The applicant proposes to begin construction of the development in early 2026.

**Applicable Regulations & Standards:** This proposal is subject to the standards for Conditional Uses [MGO §28.183(6)] as Table 28C-1 in MGO Section 28.032 states that in the Traditional Residential-Consistent 4 (TR-C4) District, a conditional use is required for both a *'School, Public or Private'* and *'Building or structure with floor area exceeding 10,000 sq. ft. in floor area.'* Furthermore, MGO Section 28.151 lists Supplemental Regulations for both uses. Additionally, the project requires Urban Design Commission approval as a public building pursuant to MGO Section 33.34(4)(d). Lastly, MGO Section 16.23(5)(g) provides the process and standards of approval for certified survey maps.

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

### Summary Recommendations:

- The Planning Division recommends the Plan Commission find that the standards for conditional uses are found met and **approve** a two requests in the Traditional Residential-Consistent 4 (TR-C4) District – 1) for a school, public or private, and 2) for a building or structure exceeding 10,000 square feet in floor area – to allow construction of a new public school building (to replace the existing school building (Sherman Middle School and Shabazz City High School) at 1601 N Sherman Avenue and 1610 Ruskin Street.
- Additionally, the Planning Division believes the technical standards for land divisions can be found met and recommends the Plan Commission forward the Certified Survey Map to the Common Council with a recommendation of **approval**.

Approval of the project should be subject to input at the public hearing, and the recommended conditions beginning on **page 7** of this report for the land use requests, and on **page 14** for the CSM.

## Background Information

**Parcel Location:** The 464-179-square-foot (10.66-acre) subject site is generally outlined by N Sherman Avenue to the west, Schlimgen Avenue to the north, Ruskin Street to the east, and Boyd Avenue to the south. It is located within Alder District 12 (Ald. Matthews), Wellhead Protection District #7, and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site is developed with the existing Sherman Middle School and Shabazz City High School located on the site’s northern half. A surface automobile parking lot is located along the school’s east façade and two more lots are located to the southwest of the building. Aside from a paved play area to the southeast of the building, the rest of the site is grass. The site is zoned Traditional Residential-Consistent 4 (TR-C4) District.

### Surrounding Land Uses and Zoning:

North: City of Madison Well #7 and single-family residences, all zoned Traditional Residential-Consistent 4 (TR-C4) District;

East: Across Ruskin Street are 1-, 2-, 3-, and 4-unit residences in the TR-C4 District;

South: One- and two-unit residences, zoned TR-C4; and

West: Across N Sherman Avenue are 1-, 2-, 3-, and 4-unit residences in the TR-C4 District and a multi-family building in the Neighborhood Mixed-Use (NMX) District.

**Adopted Land Use Plan:** The [Comprehensive Plan](#) (2023) identifies the subject site and parcels to the southeast for Special Institutional (SI) uses, which it notes is used primarily to “*identify current or recommended locations for grade schools, colleges, the UW-Madison campus, and relatively large places of assembly and worship.*” The [Northport-Warner Park-Sherman Neighborhood Plan](#) (2009) does not provide specific land use recommendations for the subject site.

**Zoning Summary:** The site is zoned Traditional Residential-Consistent 4 (TR-C4) District.

Requirements	Required	Proposed
Lot Area (sq. ft.)	4,800	474,560
Lot Width	40 ft	900 ft
Front Yard Setback	20 ft	105 ft
Side Yard Setback	5 ft	170 ft
Rear Yard Setback	20 ft	108 ft
Maximum Lot Coverage	65%	45%
Maximum Building Coverage	50%	19%
Maximum Building Height	35 ft	35 ft <i>(See Comment #44)</i>

Site Design	Required	Proposed
Number Parking Stalls	75	64 <i>(See Comment #45)</i>
Electric Vehicle Stalls	10% EV Ready = 8	14
Accessible Stalls	3	3
Loading	None	None
Number Bike Parking Stalls	106	106
Landscaping and Screening	Yes	Yes <i>(See Comment #46)</i>
Lighting	Yes	Yes
Building Form and Design	Yes	Civic and Institutional

Other Critical Zoning Items	
Yes:	Urban Design (public building), Utility Easements, Wellhead Protection (#7)
No:	Historic District; Floodplain, Wetlands, Adjacent to Park, TOD Overlay, Barrier Free (ILHR 69)

*Tables Prepared by Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The property is not located within a mapped environmental corridor.

**Public Utilities and Services:** The site is served by a full range of urban services. Metro Transit operates daily all-day transit service along N Sherman Avenue through the Logan Street intersection adjacent this property - with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along Packers Avenue near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).

## Project Description

The applicant is requesting three approvals – two conditional uses and a certified survey map – to allow construction of new combination middle school/high school to eventually replace the current one on the site (Sherman Middle School and Shabazz City High School). Staff note that the applicant is not currently seeking a demolition permit to raze the existing school; they will seek approval of this permit after the new building is fully constructed, likely in late 2027.

Whereas the current building is located on the site’s northern half, the new facility will occupy the southern half (this will allow the existing facility to continue to be used until the new one is fully constructed.) The proposed building will be two levels with roughly 89,000 square-feet on the lower level and 78,000 square-feet on the upper.

The Shabazz City School, currently located on the west side of the existing building, will generally occupy the west side of the new facility. Its entrance will be located at the southwest corner of the building, facing N Sherman Avenue. It will be served by an in/out drive aisle off N Sherman Avenue nearby which will provide access to six automobile parking stalls expressly for the sole use of para transit and school visitors. The applicant notes that this access point will not be used for daily drop-off circulation (that will occur via the drop off loop off Ruskin which is described more below). The applicant has communicated with staff that the students at Shabazz almost entirely use Metro buses to get to and from school. Metro's closest stop of at the intersection of N Sherman Avenue and Logan Street.

Sherman Middle School will generally occupy the building's east side with the main entrance located along the north façade.

To the northeast of the new school facility will be a two lane drop off loop for automobile as well as para transit drop off/pick-up. This will serve both schools. Also in this location is a roughly 60-stall automobile surface lot which will be for use by the faculty/staff of both schools as well as visitors to the middle school. Yellow school buses, serving both schools, will queue along Ruskin Avenue.

As for the rest of the site, recreation fields will occupy the site's northwest corner, while the submitted plans note that the final design of the outdoor middle school play area, located nearby, is still to be determined. Multiple stormwater bioretention basins will be located around the site.

Regarding exterior materials, the Shabazz portion of the building will be clad with light brown brick and dark blue metal shingles while the Sherman Middle School portion will be clad primarily with light brown brick and light grey ACM (Aluminum Composite Material) paneling.

## Analysis

This proposal is subject to the standards for Conditional Uses [MGO §28.183(6)] as Table 28C-1 in MGO Section 28.032 states that in the Traditional Residential-Consistent 4 (TR-C4) District, a conditional use is required for both a 'School, Public or Private' and 'Building or structure with floor area exceeding 10,000 sq. ft. in floor area.' Furthermore, MGO Section 28.151 lists Supplemental Regulations for both uses. Additionally, the project requires Urban Design Commission approval as a public building pursuant to MGO Section 33.34(4)(d). Lastly, MGO Section 16.23(5)(g) provides the process and standards of approval for certified survey maps.

### Conformance with Adopted Plans

The [Comprehensive Plan](#) (2023) identifies the subject site for Special Institutional (SI) uses, which it notes is used primarily to "identify current or recommended locations for grade schools, colleges, the UW-Madison campus, and relatively large places of assembly and worship." The Comprehensive Plan goes on to note, for SI uses, "schools and places of assembly and worship should be located to provide convenient access to such facilities. Larger uses in particular should be located on or near an arterial or collector street, and be designed so that high volumes of traffic will not be drawn through local neighborhood streets. SI uses should be served by public transit, if feasible, and good bicycle and pedestrian access should be provided to and within the site. Accessing the site via biking and walking should be encouraged with site design elements such as placing the building close to the street and providing bicycle parking close to building entrances. SI uses may require buffering from adjoining uses. Large SI uses are often highly visible and should be designed to fit gracefully with, rather than dominate, their surroundings."

The [Northport-Warner Park-Sherman Neighborhood Plan](#) (2009) does not provide specific land use recommendations for the subject site. It does however specifically recommend that pedestrian safety and aesthetics on N Sherman Avenue, focusing on such crossings as Shabazz High School be improved. This recommendation is satisfied by Traffic Engineering's recommended condition for the school to relocate the existing Rapid Rectangular Flashing Beacon (RRFB) crossing from the Farragut/N Sherman intersection to the Logan/N Sherman intersection to accompany both the school's relocation to the south as well as the fact that the nearest Metro stop is also at this Logan/N Sherman intersection.

Staff believe the proposal to construct a new combination high/middle school on the site to eventually replace the existing facility of the same use is entirely consistent with both plans.

### **Supplemental Regulations**

Supplemental Regulations for *Schools, Public and Private*:

- a) A facility established after the effective date of this ordinance within a predominantly residential or mixed-use area shall have vehicular access to a collector or higher classification street.
- b) Where the use is conditional, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.

Staff believe these requirements can be found satisfied. The City's Zoning Administrator determined that because the proposed building takes access, in part, from N Sherman Avenue, which is classified as a 'Minor Arterial', Regulation (a) above, is satisfied. Regarding Regulation (b), Staff believe that this regulation can be found met given the landscaping proposed along the southern property line – mainly the solid row of Gray Dogwoods and Judd Viburnum. Both will grow to roughly 6-8 feet in height and provide seasonal screening.

Supplemental Regulations for *Buildings or Structures Exceeding Ten Thousand (10,000) Square Feet in Floor Area*.

- a) In any residential district, building floor area, bulk, height and massing may be limited as part of the conditional use approval in order to ensure compatibility with surrounding uses.
- b) In any residential district, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.

Staff believe these requirements can be found satisfied. Staff note that the majority of the surrounding neighborhood is zoned Traditional Residential – Consistent 4 (TR-C4) District. In the TR-C4 District, the maximum allowed height (two-stories/35 feet) is the same for all allowed buildings in the district – nonresidential buildings (such as the proposed school) as well as single-family, two-family dwellings (both two-unit and twin), and three-units. Regarding the compatibility with the residences to the south, Staff note that the new building will be no closer than 85 feet from the property line and that the aforementioned landscape screening will provide a buffer between the uses.

### **Conditional Use Standards**

The Plan Commission may not approve an application for a conditional use unless it can find that all of the standards found in Section 28.183(6)(a), Approval Standards for Conditional Uses, are met. That section states:

*“The City Plan Commission shall not approve a conditional use without due consideration of the recommendations in the City of Madison Comprehensive Plan and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans. No application for a conditional use shall be granted by the Plan Commission unless it finds that all of the [standards for approval in Section 28.183(6) are met].”*

The Planning Division believes that the Plan Commission may find that the conditional use standards are met to approve the new school complex. The uses, values and enjoyment of other property in the neighborhood for purposes already established should not be substantially impaired or diminished in any foreseeable manner by the project, nor should the establishment of the conditional uses impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. Staff note that N Sherman Avenue, which will continue to provide access to Shabazz High School is classified as a ‘Minor Arterial’ which has Metro Transit service with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays). While Ruskin Street is classified as a local street, staff note that the continued use of this road to serve the yellow school buses as well as automobile and paratransit pick up/drop off for both schools, represents no change from the current arrangement. No agency comments have been submitted that would suggest that the standards of approval cannot be met.

### **Urban Design Commission (UDC)**

MGO Section 33.24(4)(d) states that the UDC shall approve plans for all buildings proposed to be built or expanded by the City and by any local governmental entity which has the power to levy taxes on property located within the City, which includes the school district.

At its meeting of September 17, 2025, the Urban Design Commission **granted initial approval** of the proposed new MMSD Sherman Middle and Shabazz High Schools located at 1601 N Sherman Avenue and 1610 Ruskin Street with the condition that the building design of the Sherman Middle School portion be refined to incorporate more color where feasible (i.e. metal panel insets in the window openings, screen shades, entrance overhang, or in the architectural elements at the entrance, or on the north elevation in the case stone/metal panel, etc.).

Additional Information regarding the UDC’s motion of initial approval is found under [Legislative File 88482](#) which includes the [UDC Staff Report](#) and the draft copy of the [UDC Meeting Summary](#).

### **Land Division**

The applicant has submitted a one-lot certified survey map to dissolve the underlying platted lot lines. M.G.O. Section 16.23(5)(g) provides the process for certified survey maps. Staff believe that all applicable standards for land divisions can be found met, subject to the comments recommended by reviewing agencies.

### **Public Input**

At the time of report writing, no public comments have been received.

## Conclusion

The Planning Division believes that the Plan Commission may find that the proposed development meets the standards for conditional use approval and the applicable supplemental regulations. The project's proposed use is a continuation of what is currently on the site and is consistent with the recommendation for the site of Special Institutional (SI) uses in the [Comprehensive Plan](#). Furthermore, Staff notes that the design has been reviewed by the Urban Design Commission who granted it initial approval at their September 17, 2025 meeting with only minor feedback.

Regarding the one-lot certified survey map, Staff believe that all applicable standards for land divisions can be found met, subject to the comments recommended by reviewing agencies.

## Recommendation

### Planning Division Recommendation (Contact Chris Wells, (608) 261-9135)

- The Planning Division recommends the Plan Commission find that the standards for conditional uses are found met and **approve** a two requests in the Traditional Residential-Consistent 4 (TR-C4) District – 1) for a school, public or private, and 2) for a building or structure exceeding 10,000 square feet in floor area – to allow construction of a new public school building (to replace the existing school building (Sherman Middle School and Shabazz City High School) at 1601 N Sherman Avenue and 1610 Ruskin Street.
- Additionally, the Planning Division believes the technical standards for land divisions can be found met and recommends the Plan Commission forward the Certified Survey Map to the Common Council with a recommendation of **approval**.

Approval of the project should be subject to input at the public hearing, and the recommended conditions beginning below and on **page 14** for the CSM.

### Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

### Engineering Division (Main Office) (Contact Brenda Stanley, (608) 261-9127)

1. Redesign of the existing storm sewer that runs through the site is required, construction of the new system is the responsibility of the developer and new easements shall be granted to the City of Madison. The discharge from the site shall be limited in all events up to the capacity of the existing storm system to the S. The overflow from the site shall be discharged to the existing easement and existing homes to the South shall be protected. As built for all proposed stormwater facilities shall be required and shall be sealed by a WI PE prior to occupancy being granted. There is currently an enclosed depression at the intersection of Sherman and Spohn that overflows through this site along the existing storm sewer easement. This or a similar surface water overflow shall continue and be reflected on the plans. If this overflow takes a different route than the relocated pipe - easements shall be granted to the City for both the surface and subsurface storm water improvements.

2. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
3. Construct sidewalk, terrace, curb, gutter, and pavement along Wheeler Road and Wyoming Way to a plan approved by the City Engineer.
4. Construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat/csm. (MGO 16.23(9)(d))
5. 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))
6. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
7. Obtain a permit to plug each existing storm sewer. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 37.05(7))
8. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
9. 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.
10. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
11. 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.

12. Based on historical documents (BRRS # 03-13-001545 and BRRS # 09-13-593734) the property may contain residual contamination. If contamination is encountered, follow all WDNR and DSPS regulations for proper handling and disposal.
13. 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)

14. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)
15. Include calculations in the stormwater management report that show how a 500-year storm event, as identified in Madison General Ordinance Chapter 37, would be handled by the proposed site design. These calculations are required to show that the proposed building does not flood during this design storm event using the site grades proposed.
16. 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](mailto:meberhardt@cityofmadison.com), or Daniel Olivares (east) at [daolivares@cityofmadison.com](mailto: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.

17. 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 New Development: Detain the 2, 5, 10, 100, & 200 - year storm events, matching post development rates to predevelopment rates and using the design storms identified in Madison General Ordinances Chapter 37.

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

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

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.

18. 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](mailto:bstanley@cityofmadison.com) (East) or [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) (West).

**City Engineering – Mapping** (Contact Jeffrey Quamme, (608) 266-4097)

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| <p>19. Per Title work provided for the pending Certified Survey Map, the 40' wide Lot 26, Block 9 First Addition to Clyde A. Gallagher's Sherman Avenue Subdivision is not currently owned by the School District, but is owned by the City of Madison. Remove this lot from the boundary of the school property on the site plans. Alternatively, if the Applicant is interested in ownership of this lot they shall work with City of Madison Engineering, Real Estate and Economic Development Division for any acquisition of the lands and inclusion within the pending Certified Survey Map.</p> |
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20. Grant the necessary Public Sanitary Sewer Easements, Public Water Main Easements and Public Storm Sewer Easements through this site as required to accommodate the public facilities owned by the City of Madison on the pending Certified Survey Map. The easements shall include consent to occupy easement terms stating the owner shall be responsible for the maintenance, replacement and reconstruction with associated costs of the proposed private pavements, parking areas, sidewalks, private storm sewers, landscaping, retaining walls and any other City Engineer approved private improvements lying within the easement areas that may be damaged, disturbed or removed by the City of Madison in exercising its Easement Rights for construction, maintenance or replacement. Contact Jeff Quamme of Engineering Mapping ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com), 608-266-4097) for the final required easement language.
  21. Grant a Public Storm Water Surface Drainage Easement(s) City on the face of the pending Certified Survey Map defining the overland overflow route through this site for storm water from the enclosed depression at the intersection of Spohn Ave and Ruskin Street. Show and label the overflow route on the grading and site plans.
  22. The Easement for Public Storm Sewer Purposes per Document No 4038810 shall be released by separate document prepared by City Office of Real Estate Services upon the removal / abandonment of the existing public storm sewer. Contact Jeff Quamme of Engineering Mapping ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com), 608-266-4097) to coordinate the Real Estate project, and associated information and fees required. The pending CSM shall note the easement to be released by a separately recorded instrument. Remove from any site plan sheets where this easement is shown to extend south over Lot 26, Block 9 that fronts on Boyd Ave.
  23. Clearly show and label the 16.5' wide areas reserved for future public highway purposes per Doc No's 497381 and 497382 along N Sherman Ave on the site plans.

24. Note: A previous survey by CSE, Surveyor Michael Berry on Feb 22, 2023 indicates a fiber optic line generally along the Sherman Ave Right of way line. Applicant shall confirm if there is fiber or not in that area and show accordingly on the site plans.
25. The demolition plan shall note the initial phase of demolition in order to accommodate the construction of the new building while the existing school remains occupied.
26. The addresses for the proposed high school/middle school are 1437 N Sherman Ave & 1522 Ruskin St. 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.
27. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start.

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

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| <ol style="list-style-type: none"><li>28. Applicant shall submit for review a student drop off and pickup plan. This plan shall include the number of students, estimated modes of arrival by percentage, estimated arrival times and any requested passenger loading zones.</li><li>29. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Sherman Avenue.</li><li>30. The applicant shall be financially responsible for the relocation of the existing Rapid Rectangular Flashing Beacon (RRFB) crossing from the Farragut/Sherman intersection to the North leg Logan/Sherman intersection. This work will include constructing pedestrian ramps and installing a continental crosswalk</li></ol> |
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31. 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.
  32. 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.
  33. The City Traffic Engineer may require public signing, marking and street lighting related to the development; the Developer shall be financially responsible for such signing, marking and street lighting.

34. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
35. "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.
36. 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.
37. The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.
38. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
39. Applicant shall submit for review a Waste Removal Plan. This shall include vehicular turning movements, times, vehicle size, use of loading zones and all related steps to remove trash from its location.
40. Include a parking plan demonstrating how specific stalls, to be used by the school site, will be reserved. Include any signage to be used to achieve this goal in the submitted plans.
41. 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.
42. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.

**Parking Review** (Contact Trent W Schultz, (608) 246-5806)

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

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

44. Show the height of the proposed building on the elevations. The maximum height is 35 ft. Height is the average of the height of all building facades. For each facade, height is measured from the midpoint of the existing grade to the highest point on the roof of the building or structure. No individual facade shall be more than fifteen percent (15%) higher than the maximum height of the zoning district. Height shall be measured from the natural grade prior to redevelopment.

45. A vehicle parking reduction will be required per Section 28.141(5). Submit a request for a parking reduction with the final plan submittal including information to support the argument for reducing the required number of spaces. As the commercial tenant spaces are leased, the entire development must reflect compliance in the required amount, type and number of vehicle parking spaces, to be reviewed prior to obtaining zoning approval for each future tenant space use. Future parking reductions may be required prior to obtaining zoning approval for future tenant uses.
46. 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.

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

47. Update the utility plan to indicate the size of the proposed water service.
48. This property is in a Wellhead Protection District–Zone (WP-7). Applicant shall provide the Madison Water Utility with confirmation that no hazardous and/or toxic materials will be stored on site, and that all proposed uses of this site comply with the City of Madison Wellhead Protection Ordinance. Any future change in use for this property will require review by the Madison Water Utility General Manager or his designated representative. Contact Sarah Scroggins at [Sscroggins@madisonwater.org](mailto:Sscroggins@madisonwater.org) for additional information, including a summary of the submittal requirements.
49. Note, the existing water main that runs through this parcel is 6 inch.
50. 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)

51. As identified on plans submitted for review and in coordination with any public works improvements, the applicant shall install and maintain an accessible bus boarding pad - as shown in the public right-of-way - at the planned Metro bus stop zone that is on the east side of North Sherman Avenue, north of Logan Street.
52. As identified on the plans submitted for review, the applicant shall install and maintain a new passenger seating amenity across the sidewalk from the planned bus stop zone - either as part of the private landscape plan or in the public right-of-way area. If located in the public right-of-way, the applicant should be aware of the requirements set forth in MGO 10.31, as well as the timelines necessary to submit a Privilege in

Streets (Bus Bench) application and should contact the City's Office of Real Estate Services for information and assistance with the Privilege in Streets application process. An approved Encroachment Agreement, for the bus stop amenity, shall be executed prior to sign off - if located in the public right-of-way.

53. As identified on plans submitted for review, Metro Transit acknowledges the identification of the existing accessible terrace on the west side of North Sherman Avenue, south of Logan Street, as a planned bus stop zone.
54. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.

55. Metro Transit operates daily all-day transit service along North Sherman Avenue thru the Logan Street intersection adjacent this property - with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along Packers Avenue near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
56. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 110 Weekday & 77 Weekend. Please contact Metro Transit if additional analysis would be of interest.

*The Planning Division, Fire Department, Parks Division, and Forestry have reviewed this request and recommended no conditions of approval.*

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## ***Certified Survey Map***

**Engineering Division (Main Office)** (Contact Brenda Stanley, (608) 261-9127)

57. The site has an existing storm sewer running through it on an easement. The storm sewer shall be relocated at developers expense and designed by the City of Madison. A new easement shall be dedicated to the City in the new location.
58. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
59. Construct sidewalk, terrace, curb, gutter, and pavement along N Sherman Avenue, Ruskin Street, and Boyd Avenue to a plan approved by the City Engineer.
60. 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))

61. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm contact either Tim Troester (West) at 261-1995 ([ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com)) or Brenda Stanley (East) at 608-261-9127 ([bstanley@cityofmadison.com](mailto:bstanley@cityofmadison.com)) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)

**City Engineering – Mapping** (Contact Jeffrey Quamme, (608) 266-4097)

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| <ol style="list-style-type: none"><li>62. Grant a Public Storm Water (surface) Drainage Easement(s) City on the face of this Certified Survey Map encompassing the overland overflow route through this site for storm water from the enclosed depression at the intersection of Spohn Ave and Ruskin Street as determined from the proposed site grading plans. Contact Jeff Quamme for the required language for the easement.</li></ol> |
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63. There is an Easement Area between Ruskin St and N Sherman Ave that it also is a Public Water Main Easement. Add the easement text for the Public Water Main Easement to the CSM with the same terms in the text as the Public Storm Sewer Easement.
  64. Add a label to the Easement Area between Ruskin St and N Sherman Ave that it also a Public Sanitary Sewer Easement. Add Easement text to the CSM accordingly for the Public Sanitary Sewer Easement with the same conditions in the text as the Public Storm Sewer Easement.
  65. On sheet 3 correct the name of the storm sewer easement to "15' wid Easement for Public Storm Sewer Purposes per ....". Also remove the portion within Lot 26, Block 9 of the First Addn to Gallagher's Sherman Ave. Subdivision as Doc 4038810 corrected the easement also and removed that portion going south.
  66. The portion of the Public Storm Sewer Easement lying southerly of the boundary of this CSM within adjacent Lot 26, Block 9 shall be removed. Place a note on that sheet within Lot 26 "Owner: City of Madison".
  67. The configuration of the Public Sidewalk and Bike Path Easement at the northwest corner of this CSM shall be determined with the final plans and what is necessary due to the dry utilities that exist at the corner. This will require coordination by the applicant with the utilities having facilities in that area.
  68. The Public Sidewalk and Bike Path Easement at the southwest corner shall be extended clearly to the south CSM boundary to accommodate the required terrace, sidewalk and the 1' maintenance area behind the walk for a full extension of walk in the future.
  69. The 15' wide Easement for Public Storm Sewer Purposes per Document No 4038810 shall be released by separate document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering Mapping ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com), 608-266-4097) to coordinate the Real Estate project, and associated information and fees required. The document shall not be recorded until the pipe has been abandoned and the new storm sewer has been constructed.
  70. Revise the note on sheet 8 regarding the 16.5' wide Highway reservations. Combine the two notes regarding this into one note.

71. Modify the text of Note 8 on sheet 1 to include where the text will be for the also required sanitary sewer easement and surface drainage easement terms that will also be added.
72. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jeff Quamme ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
73. Include recorded as information for all courses on the CSM. Some are missing mostly those in the dimension tables. Also, label all right of way widths on all sheets as required by statute.
74. Modify the header and in the legal description replacing the "PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 31" with "AND OTHER LANDS IN PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER...". The unplatted lands are in the SW 1/4 of the NW 1/4.
75. The label for the easement on sheet 6 shall be revised to read "Public Sidewalk and Bike Path Easement".
76. Revise the Owner's Certificate appropriately to reflect the entity that it is. MMSD is not an LLC.
77. Add calls to the courses along lot lines along the north and south sides of the CSM in the legal description.
78. Correct the City Clerk to Lydia A. McComas
79. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.
80. Submit to Jeff Quamme, prior to sign-off of the subject CSM after all required changes have been made, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
  - a) Right-of-Way lines (public and private)
  - b) Lot lines
  - c) Lot numbers
  - d) Lot/Plat dimensions
  - e) Street names
  - f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

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

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

81. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Sherman Avenue.

**Parking Review** (Contact Trent W Schultz, (608) 246-5806)

82. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of certified survey map review. A TDM Plan will be required as part of the Conditional Use review (LNDUSE-2025-00061).

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

83. The following information shall be noted on the CSM prior to final approval: The properties are located within Wellhead Protection District—Zone (WP-7). Uses of the properties are required to comply with the City of Madison Wellhead Protection requirements as provided under MGO Sections 13.22 and 28.102.

**Office of Real Estate Services** (Contact Lance Vest, (608) 245-5794)

84. Prior to approval sign-off by the Office of Real Estate Services (“ORES”), the Owner’s Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report.

If any of the land within the CSM boundary is under contract for sale or purchase, and said transfer will be conducted at the time of CSM recording, an escrow agreement may be necessary. Please discuss closing plans with ORES in advance of CSM signoff.

When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.

85. Madison Common Council Certificate: Revise the Madison Common Council Certificate to appear as follows:

Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number \_\_\_\_\_, File ID Number \_\_\_\_\_, adopted on the \_\_\_\_ day of \_\_\_\_\_, 202\_\_, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025

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

86. City of Madison Plan Commission Certificate: Revise the Plan Commission Certificate to appear as follows:

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Matthew Wachter, Secretary of the Plan Commission

87. As of August 15, 2025, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(4)(f)(3).

88. Pursuant to Madison City Ordinance Section 16.23(4)(c)(1), the owner shall furnish an updated title report to ORES via email to Lance Vest (lvest@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (July 10, 2025) submitted with the CSM application and include all associated documents that have been recorded since the initial title report.

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

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