



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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August 20, 2008

Jerry Bourquin  
Dimension IV  
6515 Grand Teton Plaza, Suite 120  
Madison 53718

RE: Approval to demolish a former motorsports shop and construct a fitness center at 5110 High Crossing Boulevard

Dear Mr. Bourquin:

The Plan Commission, meeting in regular session on August 18, 2008, determined that the ordinance standards could be met and **approved** your request to demolish a former motorsports shop and construct a fitness center at 5110 High Crossing Boulevard, subject to the conditions described below. In order to receive final approval of the demolition permit, the following conditions must be met:

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following fifteen (15) items:**

1. Revise the plan set to include the existing public water main easement per recorded Document No. 2358110 located along the west side of the property along the northbound East Washington Avenue - USH 18 / 151 on-ramp. Make any necessary changes to the site plan as to not encroach upon this existing easement or facilities, including the hydrant. If the applicant desires to encroach upon the public water facilities, then the owner shall pay all costs associated with facility relocation at the approval of the Madison Water Utility. If feasible, then the owner is also responsible for all costs associated with conveyance of new public easements to the Madison Water Utility. The facilities cannot be relocated into the existing WDOT right-of-way.
2. Provide better plan detail for limits of "phased" building, parking and sidewalk construction. Clearly identify what parking and sidewalk areas are to be built with the initial phase and what will be added with future phases. CAD file submittal to Engineering Mapping must contain this detail as well as any plan changes which occur throughout the approval process.
3. The limits of sidewalk construction on High Crossing Boulevard shall be reviewed by the City Engineer and City Traffic Engineer. The limits shall be revised as required by the City Engineer.
4. Prior to approval, applicant shall provide evidence that the State of Wisconsin DOT has reviewed these plans and approves of the proposed stormwater discharge onto State right-of-way.
5. The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer 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. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.

6. The value of sidewalk installation is over \$5000. The Applicant shall construct sidewalk to a plan approved by the City Engineer along High Crossing Boulevard.
7. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
8. The City of Madison is an approved agent of the Department of Commerce. This proposal contains a commercial building and as such, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required.
9. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to a) detain the 2 & 10-year storm events, b) control 80% TSS (5 micron particle) off of new paved surfaces, c) provide infiltration in accordance with Chapter 37 of the Madison General Ordinances, d) provide oil & grease control from the first 1/2" of runoff from parking areas, and e) 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.
10. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko) [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com) The digital copies shall be drawn to scale and represent final construction including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. All other levels (contours, elevations, etc) are not to be included with this file submittal. Email file transmissions are preferred. The digital CAD file shall be to scale and represent final construction. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format. Please include the site address in this transmittal.
11. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities, and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
12. The applicant shall submit prior to plan sign-off, electronic copies of any stormwater management file including: SLAMM DAT files; RECARGA files; TR-55/HYDROCAD/etc. and; 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.
13. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

14. Prior to approval of the demolition application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
15. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions regarding the following thirteen (13) items:**

16. The applicant shall be responsible for securing all proper permits and approvals from any municipality or government unit having jurisdiction with the project. In particular, the applicant shall contact Lisa Stern, Wisconsin Department of Transportation (608-246-5635), with site plans sets for review and approval. The applicant shall return a set of site plans or letter with WDOT-approved copies to the City of Madison Traffic Engineering Division.
17. The applicant shall contact the Department of Planning and Development to comply with M.G. O. Sec. 16.23(3)(d)--Highway Noise Land Use Provisions policies and ordinances.
18. The applicant shall remove the 5 parking spaces along the southerly side of the driveway to High Crossing Boulevard. These parking spaces backing create conflicts with limited access to site.
19. The applicant shall indicate the type of bicycle racks to be installed.
20. The applicant shall modify bike rack locations and path with ramps closer to the front or entrance to Fitness Center.
21. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
22. When site plans are submitted the applicant shall provide recorded copies of the joint crossing easements for the adjacent property over the property.
23. The applicant shall modify the proposed 10 ft by 35 ft loading zone along the westerly property line. The applicant shall demonstrate single unit truck move ingress and egress the loading area. The applicant may need to modify the loading area to accommodate truck movements.
24. The applicant shall show the dimensions for proposed parking stalls' items B, C, D, E, and F, for angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2. Signs, boulder walls and plantings are to be excluded from the rectangular

stall areas including the two (2) feet of vehicle overhang. The two (2) feet of vehicle overhang shall be shown on the plan and dimensioned.

25. "Stop" and "No Left Turns" signs shall be installed at a height of six (6) feet to the bottom of the first sign at the driveway approach. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
26. The attached Traffic Signal/Street Light declaration of conditions and covenants shall be executed and returned with site plans. The development shall acknowledge on their proportionate share of traffic signal assessments. The development shall further agree in writing to not oppose their proportionate share of the traffic signal assessments as part of the City's Special Assessment districts for traffic signals.
27. The developer shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
28. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Please contact Dennis Cawley, Water Utility, at 266-4651 if you have questions regarding the following item.**

29. The proposed utility plan shows an existing public fire hydrant being relocated onto private property. This is unacceptable. Revise the utility plans to comply with Madison Water Utility Rules and Regulations. The utility plan also shows a future restaurant sharing the same water lateral with the proposed health club. If there are any plans to subdivide this property, the restaurant will require a separate water service lateral connected to a public water main.

**Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about the following three (3) items:**

30. Provide fire apparatus access as required by Comm 62.0509 and MGO 34.19, as follows:
  - a. Provide an aerial apparatus access fire lane that is at least 26-feet wide, with the near edge of the fire lane within 30-feet of the structure, and parallel to one entire side of the structure, if any part of the building is over 30 feet in height.
  - b. Where there is a change in the direction of a fire lane, the minimum inside turning radius shall be at least 28-feet.
31. Provide fire apparatus access as required by Comm 62.0509 and MGO 34.19, as follows:
  - a. The site plans shall clearly identify the location of all fire lanes.
  - b. Provide a minimum unobstructed width of 26-feet for at least 20-feet on each side of the fire hydrant.
  - c. Provide a completed MFD "Fire Apparatus Access and Fire Hydrant Worksheet" with the site plan submittal.
32. As required by MGO 10.34 and IFC 505.1, all residential and commercial buildings must have the approved address posted. The address numbers shall be 4 inches in height, numbers shall be in contrast to the background and visible from the street.

**Please contact Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions regarding the following five (5) items.**

33. Provide 24 bike parking stalls to be disbursed evenly on said property. Stall shall be placed in a safe and convenient location on an impervious surface to be shown on the final plan. The bike racks shall be securely anchored to the ground or building to prevent the racks from moving. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area.
34. Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element.
35. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. Lighting will be limited to .08 watts per square foot.
36. Provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Coordinator, Mr. George Dreckmann, prior to a demolition permit being issued.
37. Provide building capacity as required parking stalls are derived from this information.

**Please contact my office at 267-1150 if you have questions on the following six (6) items:**

38. That the applicant work with planning staff and revise the building elevations to address the issues noted in the Planning Division Staff Report dated August 18, 2008. These revised elevations shall be approved by planning staff as part of the final site plan approval. This includes incorporating additional design details on the tilt-up concrete portion of the south and east elevations. Exterior colors should be noted on these drawings.
39. That all plants are labeled in the final landscape plan.
40. That the applicant's final site plan be revised to note the following:
  - a. Include a notation indicating any development phasing and identify parking areas or other site improvements that would not be constructed as part of the fitness center project.
  - b. Relocate some bicycle parking closer to the main building entrance, per the specific conditions of Zoning and Traffic Engineering staff, and the requirements of the Zoning Code.
  - c. Include a notation that any outdoor eating areas are subject to future conditional use review by the Plan Commission.
41. That planning staff review and approve any building elevations for the future building if that building is not subject to future conditional use review by the Plan Commission. In the alternative, the Plan Commission could specify that these elevations return to the Plan Commission.

**Please now follow the procedures listed below for obtaining your demolition permit:**

1. Please revise your plans per the above and submit *eight (8) copies* of a complete plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off.

2. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.
3. The Madison Water Utility shall be notified to remove the water meter prior to demolition. All operating private wells shall be identified and permitted by the Water Utility in accordance with Madison General Ordinance 13.21. All unused private wells shall be abandoned in accordance with Madison General Ordinance 13.21.
4. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or building permit approval.
5. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. This approval shall become null and void one year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved demolition permit.

If you have any questions regarding obtaining your demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 267-1150.

Sincerely,

Kevin Firchow, AICP  
 Planner

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit.

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*Signature of Applicant*

- cc: Pat Anderson, Ast. Zoning Administrator  
 John Leach, Traffic Engineering  
 Janet Dailey, Engineering Division  
 Scott Strassburg, Madison Fire Department  
 George Dreckmann, Recycling Coordinator  
 Dennis Cawley, Water Utility

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<input checked="" type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Other: Water Utility

Enc.