

PLANNING DIVISION STAFF REPORT

April 3, 2017



PREPARED FOR THE PLAN COMMISSION

Project Address: 6910 Odana Road (District 19 - Ald. Clear)
Application Type: Demolition Permit and Conditional Use
Legistar File ID # [46118](#)
Prepared By: Jessica Vaughn, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Summary

Applicant: Carter Mann; McDonald's USA, LLC; 1650 W 82nd Street, Suite 900; Bloomington, MN 55431

Project Contact: Joel Jackson; Bishop Engineering; 3501 104th Street; Urbandale, IA 50322

Property Owner: McDonald's Corp c/o Carrie Bennett-Barndt; 9701 Brader Way, Suite 201; Middleton, WI 53562

Requested Action: The applicant requests approval of:

- A Demolition Permit to demolish the existing one-story commercial building with restaurant and vehicle access sales and service window(drive-thru);
- A Conditional Use to re-establish a vehicle access sales and service window (drive-thru) in the Commercial Center (CC) zoning district; and
- A Conditional Use to provide parking in excess of the maximum permitted pursuant to Section 28.141, MGO (39 stalls), 64 stalls.

Proposal Summary: The Applicant is seeking approval of a Demolition Permit and Conditional Use to demolish the existing one-story commercial building currently utilized as a restaurant with a drive-thru (McDonald's) to construct a new one-story commercial building (roughly 6,000 square-feet) to re-establish the restaurant with drive-thru.

The proposed building includes a modern design with a flat roof configuration and is primarily clad in brick with tile, wood and metal accents. As part of the development proposal, the new building will be better oriented towards the street with active entries and additional glazing along the street-facing facade. The Applicant is proposing to improve the site landscaping and lighting, and provide bike parking.

The Applicant is also requesting approval of a Conditional Use to provide additional parking (64 stalls) in excess of the maximum parking requirement, 39 stalls.

Applicable Regulations & Standards: This proposal is subject to the standards for demolition permits pursuant to Section 28.185(7)(a), MGO and the standards for Conditional Use pursuant to Section 28.183(6), MGO.

Pursuant to Section 28.061, MGO, vehicle access sales and service window uses are identified as conditional uses in the CC zoning district. Vehicle access sales and service windows are also subject to the supplemental regulations pursuant to Section 28.151, MGO.

Pursuant to Section 28.141(6)(b)(4), MGO, an increase of more than 20 parking spaces that is also more than ten percent of the maximum parking requirement may be approved by Conditional Use.

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the approval standards for:

- Demolition Permit are met and **approve** request to demolish the existing one-story commercial building at 6910 Odana Road;
- Conditional Use are met and **approve** the conditional use requests to re-establish a vehicle access sales and service window use and excess parking at 6910 Odana Road.

This recommendation is subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The project site is located just east of the intersection of S Gammon and Odana roads on the north side of Odana Road. The project site is comprised of two parcels and approximately 63,528 square feet (1.45 acres). The project site is also part of a planned multi-use site that shares vehicles circulation with the adjacent parcel to the west, 453 S Gammon Road that is currently utilized as an automobile service station with a convenience store (Citgo).

The site is in Aldermanic District 19 (Clear), the Madison Metropolitan School District, and the Southwest Neighborhood Plan planning area.

Existing Conditions and Land Use: Currently the project site is home to a one-story commercial building, currently utilized as a 115-seat McDonald's restaurant with drive-thru and indoor playground. The existing building is approximately 7,300 square-feet in size and according to the City Assessor's records was constructed in 1973.

Interior and exterior photos of the existing building have been included as part of the Applicant's plan set materials, but can also be found at the following web link:

<http://www.cityofmadison.com/dpced/planning/6910-odana-road/2291/>

Also located on the project site is an existing nonconforming pole sign located along Odana Road. While the Applicant's Letter of Intent states that the sign will remain, as a result of the demolition of the principal building, the signage would be rendered abandoned and will be required to be removed pursuant to Chapter 31, MGO. A Zoning condition of approval has been included to reflect such.

The project site is comprised of two lots, 6910 Odana Rd. (45,665 square-feet) and 6906 Odana Rd. (17,941 square-feet) totaling roughly 1.45 acres. The Applicant has submitted an application for a Certified Survey Map, which is currently in the review process to combine the two lots into one. The CSM is not part of this application request.

Surrounding Land Use and Zoning: The project site is zoned Commercial Center (CC). Pursuant to Section 28.067, MGO, the CC zoning district's general purpose and intent statement speaks to:

- Improving the quality of landscaping, site design and urban design within commercial centers;

- Encouraging the diversification of land use in commercial centers;
- Encouraging appropriate transitions between higher-intensity uses along commercial corridors and adjacent lower-density residential districts; and
- Facilitating preservation, development or redevelopment consistent with the adopted goals objectives, policies and recommendations of the Comprehensive Plan and of adopted neighborhood, corridor or special area plans.

North: City of Madison stormwater detention facility; Conservancy District zoning;

South (across Odana Road): Restaurant (Burger King) and commercial (Jared, Burlington, Ross, etc.) uses; CC zoning;

East: Commercial uses (Sai Bai Thong, Melting Pot, H&R Block, etc.); CC zoning; and

West: Gasoline service station (Citgo and Monona Tire); CC zoning.

Zoning Summary:

Commercial Center (CC) Zoning Summary		
Requirements	Required	Proposed
Front Yard Setback	85' maximum	62.97'
Side Yard Setback	One-story: 5' Two-story or higher: 6'	57'
Rear Yard Setback	The lesser of 20% lot depth or 20'	46'-5"
Maximum Lot Coverage	85%	74.17'
Maximum Building Height	5 stories/68'	1 story
Site Design	Required	Proposed
Number Parking Stalls	Restaurant: Maximum 40% of capacity of persons (39)	64
Accessible Stalls	Yes	3
Loading	None	None
Number Bike Parking Stalls	Restaurant: 5% of capacity of persons (5)	6
Landscaping and Screening	Yes	Yes (See Zoning Conditions No. 5, 6, 7, 8)
Lighting	Yes	Yes
Building Forms	Yes	Free-standing Commercial building

Other Critical Zoning Items	
Yes:	Barrier Free (ILHR 69), Utility Easements
No:	Urban Design, Historic District, Floodplain, Adjacent to Park, Wetlands, Wellhead Protection District

Zoning Table prepared by: Jenny Kirchgatter, Assistant Zoning Administrator

Adopted Land Use Plan: The Comprehensive Plan recommends General Commercial (GC) development and uses for the subject property. Generally, the Comprehensive Plan identifies GC areas as providing a wide range of goods and services, both in compact urban settings as activity centers and in a larger scale development format as 'big box' retailers and "heavy" commercial uses not generally compatible with residential or small-scale commercial activities. Recommended land uses in the GC district include: retail and service business establishments, including buildings with large floor areas, offices, clinics and health care facilities, hotels and motels, restaurants, entertainment and related uses, wholesale, storage and distribution, *automobile-oriented*

uses, such as service stations, repair garages, car washes, vehicle sales and drive-thrus, and construction and contractors offices, building materials and supply stores (Page 2-93, Comprehensive Plan).

Adopted Neighborhood Plan: The project site is located within the Southwest Neighborhood Plan (the “Plan”) planning area. The Plan identifies the following goals for the planning area:

- Provide neighborhood and personal safety through crime prevention;
- Promote neighborhood engagement and involvement;
- Provide opportunities for community facilities, services and programming;
- Promote economic and workforce development;
- Create a connected, safe transportation network, including bicycle and pedestrian;
- Improve and enhance existing parks and open spaces;
- Promote sense of place; and
- Preserve the existing single-family residential neighborhoods and provide for a variety of house types.

The Plan further identified specific recommendation relating to the attainment of each of the goals (Pages 16-31). The Plan also identifies four subareas as target areas for redevelopment and revitalization. The project site is not included in any of the four areas identified.

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

Public Utilities and Services: This property is served by a full range of urban services.

Project Description

The Applicant is seeking approval of a Demolition Permit and Conditional Use to demolish the existing one-story commercial building currently home to McDonald’s restaurant with drive-thru and indoor playground for the purpose of constructing a new one-story commercial building (roughly 6,000 square-feet) to re-establish the McDonald’s restaurant with drive-thru and indoor playground.

Architecturally, the proposed building includes a more modern design with a flat roof configuration and is primarily clad in brick with tile, wood and metal accents. As part of the development proposal, the Applicant is proposing to improve the landscaping and lighting, and provide bike parking, consistent with current Zoning Code standards.

The Applicant is also requesting approval of a Conditional Use to provide additional parking (64 stalls) in excess of the maximum parking requirement, 39 stalls.

As indicated in the Applicant’s Letter of Intent the hours of operation will remain the same, with lobby hours from 5 am until midnight with extended drive-thru hours on Friday and Saturdays until 1 am.

Analysis and Conclusion

This proposal is subject to the standards for:

- Demolition Permits pursuant to Section 28.185(7), MGO;
- Conditional Use pursuant to Section 28.183(6), MGO; and
- Supplemental Regulations pursuant to Section 28.151, MGO for a vehicle access sales and service window.

Demolition Permit Approval Standards

The intent of the Demolition Permit review is to aid in the implementation of adopted City plans, protect neighborhood character, preserve historic resources, encourage reuse and/or relocation of existing buildings and to give a property owner a decision on a proposed use prior to demolishing or moving an existing building.

Demolition Permit requests, are reviewed for consistency with the:

- Applicable zoning district provisions for the CC zoning district and Supplemental Regulations;
- The adopted neighborhood plan;
- The city's Comprehensive Plan; and
- The report from the City's Historic Preservation Planner (Demolition Permit only).

The standards state that the Plan Commission shall consider and may give decisive weight to any relevant facts, including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. The demolition standards also state that the proposed use should be compatible with adopted plans, which are discussed above.

Historic Preservation staff and the Landmarks Commission reviewed the proposed demolition at its January 30, 2017 meeting. The Landmarks Commission approved the request for demolition finding that the existing building 6910 Odana Road has no known historic value.

The Planning Division believes that the proposal is consistent with adopted plan recommendations and that the Demolition Permit standards can be found met.

Conditional Use Approval Standards

Generally, the intent of a Conditional Use review is to determine if a particular site is an appropriate location for a proposed use, to evaluate the compatibility of that use with surrounding uses and development, and to mitigate potential nuisance impacts to surrounding properties. In order to approve the Conditional Use request, Plan Commission must find that the proposed Conditional Use approval standards pursuant to Section 28.183(6), MGO, including those related to mitigating nuisance impacts and creating an environment of sustained aesthetic desirability, and maintaining consistency and compatibility with the intended character and zoning district have been met.

Planning Division staff believes that the requested Conditional Use for a vehicles access sales and service window and excess parking can meet the approval standards, including:

- The area is characterized by its mix of predominantly auto-oriented commercial uses, including office, restaurant, and retail. The area is already served by a full range of City services and as identified in the City's Comprehensive Plan General Commercial land use recommendation, auto-oriented uses, including vehicles access sales and service windows are recommended uses.

The proposed building and site improvements will bring the project site into compliance with Zoning Code requirements, including those related to landscaping, screening, and lighting. Planning Division staff believes that the proposal, including the request excess parking, is consistent with the development pattern prevalent in the area, intent of the zoning district, Supplemental Regulations, and adopted neighborhood plan that speak to providing adequate facilities, site maintenance and improvements along corridors (Standards #1-2, 4-5).

- Given that the existing restaurant use and its operational characteristics will be maintained and with the slight decrease in seating capacity from 115 to 98, Planning Division staff believes that the proposal will maintain compatibility with the nature and operational characteristics of the existing, surrounding uses and those as identified in both the Comprehensive Plan. Any foreseeable adverse impacts are anticipated to be minimal (Standard #3).
- The proposed new masonry building with its architectural detailing, orientation, and material palette provides an improved design aesthetic from what exists on the site today and will revitalize the project site bringing it into compliance with many Zoning Code standards (Standard #9).
- Planning Division staff believes that the approval standards for excess parking have been met. This includes those related to documenting the actual demand and exploring the availability of alternative modes of transit. Based on the Applicant's parking study (attached), the highest number of vehicles parked on the site during the lunch-time peak hours during the survey period ranged from 32 to 81 vehicles. At its peak, the anticipated parking demand exceeds the proposed number of stalls (64). The attached report also notes concerns that employee work shift hours outside of normal transit operating hours and anticipates a majority of employees will be driving to work. The report further notes that discounted bus passes have been offered as a means to reduce automobile trips, a program that was unsuccessful in the past due to conflicting work shift hours and metro transit service hours. Planning Division staff believes the standards for providing excess parking have been met and that excess parking would meet the demand as documented.

Public Comment: At the time of report writing no public comment had been received.

Recommendation

Planning Division Recommendation (Contact Jessica Vaughn, (608) 267-8733)

The Planning Division recommends that the Plan Commission find that the approval standards for:

- Demolition Permit are met and **approve** request to demolish the existing one-story commercial building at 6910 Odana Road;
- Conditional Use are met and **approve** the conditional use requests to re-establish a vehicle access sales and service window use and excess parking at 6910 Odana Road.

This recommendation is subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

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

Planning Division (Contact Jessica Vaughn, (608) 267-8733)

1. Pursuant to Chapter 31, MGO, the existing nonconforming pole sign will be required to be removed at the time of demolition. Please revise the plans to reflect the removal of the sign.

City Engineering Division (Contact Tim Troester, (608) 267-1995)

1. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary

sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. The permit application is available on line at, <http://www.cityofmadison.com/engineering/permits.cfm> (CH 35.02(14), MGO).

2. 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 sign-off (Section 16.23(9)(d)(4), MGO).
3. 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).
4. This project appears to have proposed uses which could require sanitary sewer demand charges or monitoring of the discharge of sanitary sewerage. The Applicant shall install a monitoring manhole on the exterior of the building in compliance with City of Madison Engineering criteria.
5. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR in order to comply with TMDL limits.
6. The Applicant shall submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division with any private storm and sanitary sewer utilities. 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) Lot lines or parcel lines if unplatted
 - g) Lot numbers or the word unplatted
 - h) Lot/Plat dimensions
 - i) Street names
 - j) Private on-site sanitary sewer utilities (including all connections to public sanitary)
 - k) Private on-site storm sewer utilities (including all connections to public storm)

All other levels (contours, elevations, etc) are not to be included with this file submittal. NOTE: Email CAD file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes, or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.

7. The Applicant shall submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). The digital copies shall be to scale, and shall have a scale bar on the plan set (POLICY and Section 37.09(2), MGO).

PDF submittals shall contain the following information:

- a) Building Footprints
 - b) Internal Walkway Areas
 - c) Internal Site Parking Areas
 - d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) Lot lines or parcel lines if unplatted
 - g) Lot numbers or the word unplatted
 - h) Lot/Plat dimensions
 - i) Street names
 - j) Stormwater Management Facilities
 - k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
8. The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files, including:
- a) SLAMM DAT files
 - b) RECARGA files
 - c) TR-55/HYDROCAD/Etc
 - d) Sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provide (POLICY and Section 37.092(2), MGO).
9. Storm sewer to serve this development has been designed and constructed. The site plans shall be revised to identify the location of this storm sewer and to show connection of an internal drainage system to the existing public storm sewer (POLICY AND Sections 10.29 and 37.05(7)(b), OVER 10,000 SF OF IMPERVIOUS AREA, MGO).
10. The Applicant shall 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 8.5" x 14" 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, or Jeff Benedict at jbenedict@cityofmadison.com final document and fee should be submitted to City Engineering.
11. The Applicant shall demonstrate compliance with Sections 37.07 and 37.08, MGO 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.
12. 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).

13. Prior to approval, this project shall comply with Chapter 37, MGO regarding stormwater management. Specifically, this development is required to Reduce TSS by 80% off of the proposed development when compared with the existing site.
14. 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, MGO.
15. The Applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction (Section 37.05(7), MGO). This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
16. 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).
17. All work in the public right-of-way shall be performed by a City licensed contractor (Sections 16.23(9)(c)(5) and 23.01, MGO).
18. All damage to the pavement on Odana 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).

Traffic Engineering Division (Contact Eric Halvorson, (608) 266-6527)

- | |
|---|
| <ol style="list-style-type: none">1. Prior to final plan sign-off the applicant shall submit to TE for review a peak hour queuing model for drive-thru operation. |
|---|
2. The Applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
 3. 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.
 4. The City Traffic Engineer may require public signing and marking related to the development; the

Developer shall be financially responsible for such signing and marking.

5. All parking facility design shall conform to Section 10.08(6), MGO.

Zoning (Jenny Kirchgatter, Assistant Zoning Administrator, (608) 266-4429)

1. The existing accessory ground sign must be removed when the principal building is demolished. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances.
2. Section 28.185(7)(a)(5), MGO requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (608-266-4682).
3. Pursuant to Section 28.185(10), MGO, every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)(5), MGO shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
4. Pursuant to Section 28.185(9)(a), MGO, a demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
5. The Applicant shall submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3), MGO, "*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.
6. The Applicant shall provide adequate development frontage landscaping per Section 28.142(5), "*Development Frontage Landscaping*," MGO. Landscaping and/or ornamental fencing shall be provided between buildings or parking areas and the adjacent street(s), except where buildings are placed at the sidewalk. Note that landscaping must be installed on the private property.
7. The Applicant shall submit a detail of the trash enclosure. The trash enclosure shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.
8. The Applicant shall submit a rooftop plan showing the location of any proposed rooftop mechanical equipment and screening. All rooftop equipment shall be screened from view from adjacent streets and public rights-of-way per Sections 28.060(2)(f) and 28.142(9)(d), MGO. Screens shall be of durable, permanent materials that are compatible with the primary building materials.
9. Per Section 28.186(4)(b), MGO the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
10. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development. Note that the "M" shown on the red accent wall cannot be approved as shown.

Fire Department (Contact Bill Sullivan, (608) 261-9658)

1. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Captain Jerry Buechner at jbuechner@cityofmadison.com or (608)516-9195.

Parks Division (Contact Janet Schmidt, (608) 266-4714)

1. City Forestry will be removing two 13" – 23" diameter pre-emptive Ash trees on the terrace in the summer of 2017 that aren't healthy enough to qualify for the EAB treatment program. Both of these trees are marked with a yellow dot on the trunk.
2. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part1.pdf>. Any tree removals that are required for construction after the development plan is approved will require at least a 72 hour wait period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.

Water Utility (Contact Adam Wiederhoeft, (608) 266-9121)

1. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.
2. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumberscontractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin 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. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

The applicant's utility contractor shall obtain an excavation permit prior to commencing the water main or service construction in the public right-of-way. This permit application is available on the City Engineering Division website (<http://www.cityofmadison.com/engineering/permits.cfm>).

3. Provide clarification to Madison Water Utility in regards to the 3//4" water service piping shown on the north end of the Site Plan/Utility Plan. Is the proposed 3/4" water service piping for irrigation purposes, and is the intent of the 3/4" water service line to be metered separately from other domestic/fire protection accounts?

Metro Transit (Contact Timothy Sobota, (608) 261-4289)

The agency reviewed this request and has recommended no conditions or approval.

City Engineering Review Mapping (Contact Jeff Quamme, (608) 266-4097)

1. The two existing tax parcels are under identical ownership and are being used as one site. Applicant shall provide a written request to Sally Sweeney, Assessor's Office (ssweeney@cityofmadison.com - 267-8747) to combine the tax parcels into one tax parcel. Combining current Parcel No.'s 251-0708-252-0102-6 and 251-0708-252-0103-4.