



PREPARED FOR THE PLAN COMMISSION

Project Address: 5702-5712 Odana Road (19th Aldermanic District, Alder Clear)

Application Type: Demolition Permit and Conditional Use

Legistar File ID # [42563](#)

Prepared By: Kevin Firchow, AICP, and Chris Wells, Planning Division
Report Includes Comments from other City Agencies, as noted

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant & Contact: Jim Triatik; Sullivan Design-Build; 1314 Emil Street; Madison, WI 53713

Property Owner: J.R. Smart; 5901 Odana Road; Madison, WI 53719

Requested Action: The applicant requests approval of two demolition permits and conditional use. The site is within Urban Design District 3.

Proposal Summary: The applicant proposes to demolish two buildings, an existing office building previously approved for demolition in November 2014 and an automobile sales office. Upon demolition, the applicant proposes to construct an expanded automobile sales facility. A new, two-story, approximately 16,000 square foot sales office is proposed to be constructed as part of this development. With a front setback of 100 feet, conditional use approval would be required.

Applicable Regulations & Standards: This proposal is subject to the standards for demolition permits [MGO §28.185(7)] and Conditional Uses [MGO §28.183(6)]. The new facility is also subject to the standards for Urban Design District 3 [MGO §33.24(10)].

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the Demolition and Conditional Use standards are met and **approve** the request to demolish two buildings for the purpose of expanding an automobile sales facility at 5702-5712 Odana Road. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 5.6-acre subject property is located on the north side of Odana Road, at its intersection with Tokay Boulevard. The site is within Urban Design District 3, Aldermanic District 19 (Ald. Clear), and the limits of the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject site includes an existing office building and auto sales facility.

Surrounding Land Use and Zoning:

North: The balance of the Smart Motors site with television station beyond (zoned CC-T Commercial Corridor Transition) District;

South: Dental office and funeral home (zoned CC-T);

East: Auto dealership (zoned CC-T); and

West: Auto dealership (zoned CC-T).

Adopted Land Use Plan: The Comprehensive Plan recommends general commercial uses for this site.

Zoning Summary: The property is zoned CC-T (Commercial Corridor-Transition) District.

Requirements	Required	Proposed
Front Yard Setback	100' maximum	100.25' <i>(See Comment #29)</i>
Side Yard Setback: Where proposed buildings or abutting buildings have window openings in side wall(s) within 6 feet of lot line	One-story: 5' Two-story or higher: 6'	Adequate
Rear Yard Setback: For corner lots, where all abutting property is in a nonresidential zoning district	The required rear yard setback shall be the same as the required side yard setback	Adequate
Maximum Lot Coverage	85%	TBD <i>(See Comment #35)</i>
Maximum Building Height	5 stories/ 68'	2 stories
Number Parking Stalls	Auto sales and rental: None	Inventory: 412 Employee: 6 Total: 421
Accessible Stalls	Yes	3
Loading	None	None
Number Bike Parking Stalls	Auto sales and rental: 1 per 5 employees (7)	6 <i>(See Comment #37)</i>
Landscaping and Screening	Yes	Yes <i>(See Comment #39 & #40)</i>
Lighting	Yes	No <i>(See Comment #41)</i>
Building Forms	Yes	Yes, Free-standing commercial building
Other Critical Zoning Items	Urban Design (UDD #3); Barrier Free (ILHR 69) Utility Easements	

Table Prepared by Jenny Kirchgatter, Assistant Zoning Administrator

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 History

The Plan Commission approved a demolition permit for the subject office building (5712 Odana Road) on November 10, 2014. At that time, the proposal was to expand the existing parking lot and vehicle display area. The Demolition Permit process was never completed and that approval has since expired. As part of that process, the applicant received initial approval from the Urban Design Commission, though final approval had not been granted.

Project Description

The applicant, Smart Motors, requests approval to demolish two buildings for the purpose of expanding an automotive sales facility in Urban Design District (UDD) 3. This request is subject to the approval standards for demolition permits and conditional uses.

The first building proposed for demolition is a one-plus story wood-frame office structure. As noted above, the Plan Commission previously approved a Demolition Permit for this building in 2014. City Assessor records show that this approximately 13,000-square-foot structure was built in 1978. The second building proposed for demolition is a one-story, 1,800-square-foot automotive sales office constructed in 1987. Exterior photographs were included by the applicant and are located with the Plan Commission's materials. No further information on either building was provided in the application.

The proposed future use is to expand the existing automobile sales facility. This includes the construction of a new sales office building. This two-story building would have a footprint of approximately 9,600 square-feet and a total area of approximately 16,000 square-feet. The building's southern half is primarily clad in aluminum composite panels, the northern half – especially where the various service doors are located – is clad in a horizontal metal panel. The building has a height of approximately 24 feet.

The proposed building is set 100.39 feet from Odana Road. The Zoning Code states that the Plan Commission has the ability to approve a setback up to 100 feet as a conditional use if traffic circulation, drainage and or other site design issues require additional space.

The total site will include 421 total parking stalls - 412 of which are dedicated to vehicle inventory. Plans show six (6) bicycle stalls will be provided.

The proposed landscaping plan shows the Odana Road frontage landscaping consisting of a combination of maple, linden, elm, ironwood, and honey locust trees beneath which are clustered understory plantings (juniper, ninebark, spirea, and viburnum species). Staff notes that no such plantings are shown along the Tokay Boulevard frontage, and additional plantings will be required to meet the specific Urban Design District 3 standard for "Parking and Service Areas; Screening" [MGO §33.24(10)(c)5] which states that off-street parking areas shall have effective screening on any public or private street, and screening vegetation is required to be planted at a minimum height of 30 inches and grow to a mature height of 54 inches. The landscaping plan also shows landscaping in the parking lot islands consisting of honey locust and ginkgo trees with groupings of spirea, red grass, day lilies and prairie dropseed beneath. Finally, additional foundation plantings such as arborvitae, sumac, yew, and day lilies will be provided along the perimeters of both the new proposed building as well as existing building at the northeast of the site (5775 Tokay Boulevard).

Analysis and Conclusion

The Planning Division believes that the approval standards for Demolitions and Conditional Uses can be found met with the recommended conditions. This analysis begins with a recommendation of adopted plan recommendations and also includes discussion regarding a mapped setback on Odana Road.

Conformance with Adopted Plans

The Comprehensive Plan recommends General Commercial uses for this site. General Commercial areas are intended to provide the City's population with a wide range of goods and services. Several auto-oriented

corridors such as portions of Odana Road include this recommendation. There is a wide range of recommended uses including automobile-oriented uses and vehicles sales facilities. Attractive building and site designs are encouraged and development is recommended standards for site design, architecture, signage, and landscaping.

Designated Odana Road Setback

The applicant's plans depict a mapped 25-foot building and landscape setback along Odana Road. This was approved in 1975 as part of the original certified survey map approved for the subject site. The specific note on the plan reads: "Average 25 foot setback for landscaping purposes and average building setback per CSM 1620. Ground signs larger than 32 square feet are prohibited from this setback area." This note was again included on a revised CSM for this property, approved in 2014. That CSM included also included right of way dedication for the expansion of Odana Road, as recommended by previous studies.

The proposed frontage landscape area is not consistent with this mapped requirement. This requirement applies to the subject properties, but was not required on other properties to the east, up to Whitney Way. Further, it was not required on the South Side of Odana Road. A 25-foot setback is approved on the automobile sales facility immediately across Tokay Boulevard, though in researching this item, City Staff from different agencies were not able to locate a specific requirement (such as a CSM note) pertaining to the setback. Note: additional right of way was granted to the City with the approval of CSM 13717, which was approved in 2014.

This setback requirement has been discussed with Planning, Engineering, and Traffic Engineering Divisions. Upon reviewing this request, these Divisions don't object to release of this setback. Formally, modification of this setback would require Common Council approval of a separate resolution removing or modifying this setback. Any formal approvals on this request shall be conditioned on this occurring.

Demolition Standards

In considering the demolition standards, the Plan Commission must find that the proposed demolition and future use are both compatible with the purpose of the demolition section of the code and the intent and purpose expressed for the CC-T district. Staff notes that automobile dealerships are permitted uses within the CC-T district. While the use is permitted, the statement of purpose notes that *The CC-T District is established to recognize the many commercial corridors within the City that remain largely auto-oriented, and encourage their transformation into mixed-use corridors that are equally conducive to pedestrian, bicycle, transit and motor vehicle activity. The district is also intended to improve the quality of landscaping, site design and urban design along these corridors...*

The Plan Commission previously found that the demolition standards were met when previously considering the request to demolish the subject office building in 2014. At that time, the proposed future use was the expansion of the surface parking area. Staff notes the frontage landscaping area has been widened and improved since the 2014 approval. The use is consistent with the Comprehensive Plan's recommendation for general commercial uses which include automobile-oriented uses including vehicle sales facilities. No objections to this demolition were raised by the Preservation Planner or by the Landmarks Commission.

Conditional Use Standards

Due to the front building setback exceeding 65 feet, Conditional Use approval is sought. In order to grant this conditional use, the Plan Commission must find all approval standards are met. The Planning Division believes such a finding can be made.

The proposed building is set 100.39 feet from Odana Road. The Zoning Code states that as a conditional use a building may be setback up to 100 feet if traffic circulation, drainage and or other site design issues require additional space. The applicant has requested this setback in order to maximize vehicle display area.

The Planning Division believes that setting the building back 100 feet is generally consistent with the surrounding context. The neighboring automobile dealership building west of Tokay Boulevard is setback over 170 feet from the Odana Road right of way, at its closest point. Staff also notes that the existing auto sales building on the subject site is set back approximately 100 feet.

Considering the aforementioned Comprehensive Plan recommendation for General Commercial uses and surrounding context that already includes several existing automobile dealerships of a similar character to what is proposed, the Planning Division believes standards related to normal and orderly development and character could be found met.

Urban Design District Action

The site is within Urban Design District 3 (UDD 3) which was established to make Odana Road and adjacent areas an “attractive visual experience” and to preserve and enhance the property values in the district. The specific standards for “Landscaping” [MGO §33.24(10)(c)1] requires landscaping be used for both functional and decorative purposes, including framing desirable views, screening unattractive features and views along the roadway.

At their April 5, 2017 meeting, the Urban Design Commission granted Final Approval to the construction of a new two-story building and parking area for Smart Motors in UDD No. 3 located at 5712 Odana Road. This approval was based on the applicant such steps as adding additional landscaping along Tokay Boulevard frontage as well as within certain portions of the parking lot, adjusting the shape of some of the parking lot tree islands, using wood instead of stone mulch in the tree islands, indicating on the plans which stalls are for display versus inventory versus employee/guest parking, etc. The Urban Design Commission report from the meeting is included in your packet of materials.

Public Input

At the time of report writing, staff was not aware of any public concerns on this proposal.

Conclusion

The applicant requests approval of two demolition permits and a conditional use to expand an automobile sales facility in Urban Design District 3. A similar request, only including the demolition of the larger building, was approved in 2014. This request includes the demolition of a second building, an existing auto sales office and includes the development of a 16,000-square-foot replacement structure.

With slight modifications to the building placement and improvements to the frontage landscaping along Tokay Boulevard as well as to the landscaping and design of the internal parking islands, the Planning Division believes it is possible to find the approval standards for Demolition Permits and Conditional Uses. While the subject site has been expanded since what was approved in 2014, the Planning Division believes improvements to the frontage landscaping, including widening of the frontage planting area and the introduction of additional species, better addresses the applicable standards. At the time of report writing, staff was not aware of any neighborhood concerns on this proposal.

Recommendation

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

The Planning Division recommends that the Plan Commission find that the Demolition and Conditional Use standards are met and **approve** the request to demolish two buildings for the purpose of expanding an automobile sales facility at 5702-5712 Odana Road. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

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

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

1. That prior to final sign-off, the existing 25-foot building setback shall be released as noted by the Engineering/Engineering-Mapping Divisions. In the alternative, plans may be revised to comply with the setback.
2. That all parking and inventory areas are clearly labeled for approval by staff prior to final sign-off.

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

3. Proposed sanitary sewer lateral for the proposed building appears to be connected to a privately owned sewer that the City does not know the size for. Applicant shall confirm the private main size and if the private sewer main is to be used, applicant shall obtain an ownership/ maintenance agreement use of the private sewer main (recorded at register of deeds). Alternatively, the applicant can connect to the Public sewer stubbed into the lot (connect to SAS 3160-004) and not obtain any agreement for its use.
4. 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. NOTE: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
5. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
6. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.

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 MGO 37.09(2)) PDF submittals shall contain the following information:
 - a) Building Footprints
 - b) Internal Walkway Areas
 - c) Internal Site Parking Areas
 - d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) Lot lines or parcel lines if unplatted
 - g) Lot numbers or the words unplatted
 - h) Lot/Plat dimensions
 - i) Street names
 - j) Stormwater Management Facilities
 - k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
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 provided. (POLICY and MGO 37.09(2))
9. Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14 size paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Tim Troester (west) at ttroester@cityofmadison.com, or Jeff Benedict at jbenedict@cityofmadison.com final document and fee should be submitted to City Engineering.
10. 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 5.0 tons per acre per year.
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/constformsinfo.htm> (NOTIFICATION)

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

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

18. The letter of intent indicates that the applicant intends to purchase the 30' wide leg of Lot 1, CSM 4672 that lies between the two properties owned by the applicant. This will result in the adjacent parcel not fronting or abutting a public Street, thus being dependent upon this site for access and other services. This is a Planned Multi-Use Site per the Land Division Ordinance. Applicant shall provide for review reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas, storm management that are necessary to accomplish the development as proposed. The document(s) shall then be executed and recorded and copies provided prior to final site plan sign off.
19. A portion of the 25' area for building setback and landscape purposes as set forth by CSM No. 1620 along Odana Rd will be required to be released for the parking lot proposed within that area. The partial release can be completed per Chapter 236.293 of the Wisconsin Statutes. Applicant must prepare metes and bounds legal description and scale map exhibit for the portion to be released and provide to Engineering Land Records Coordinator Jeff Quamme for review (608-266-4097) (jrquamme@cityofmadison.com). Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document and record with the Dane County Register of Deeds. This shall be completed prior to final site plan sign off.
20. The address of 5712 Odana Rd will be retired with the demolition of that existing building. The address of the proposed building is 5710 Odana Rd.

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.

21. Add the legal description on the Proposed Site plan. Also make the property lines more defined so that they can be easily recognized on all of the plan sheets.
22. The lots within and adjacent to this site are inter-dependent upon one another for storm water runoff conveyance and a private drainage system exists for the entire site. An agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer and recorded at the Dane Co Register of Deeds. (POLICY)
23. The majority of the 20' Storm Sewer Easement per Doc No. 1421317 (CSM 1620) has been released by Doc No. 5067031. The portion that has been released shall be removed from the plans.

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

24. In order to maintain order ingress and egress from the site the applicant shall make one of two alterations to the Odana Road entrance closest to the proposed building. Option 1: Remove the three stalls to the southeast of the main door, possibly making them inventory parking only. Option 2: move the entrance 25 feet to the east. Both options remove the likely conflicting movement of vehicles exiting the stalls near the main buildings front door and vehicles ingress/egressing the site.

25. 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.
26. 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.
27. 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.
28. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Zoning Review (Contact Jenny Kirchgatter, (608) 266-4429)

29. Show the front yard setback on the site plan. The proposed building may be setback a maximum of 100 feet from the front property line if traffic circulation, drainage and/or other site design issues are shown to require additional space.

30. Section 28.185(7)(a)5. 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).

31. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
32. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
33. This project is designed as a planned multi-use site. Per Section 28.137(2)(a), a planned multi-use site shall have a plan and reciprocal land use agreement approved by the Traffic Engineer, City Engineer and Director of Planning and Community and Economic Development recorded in the office of the Dane County Register of Deeds.
34. Provide a fully detailed plan of the existing site at 5706 Odana Road which shares access with the proposed auto sales facility at 5712 Odana Road. Show site details including the existing parking lot, accessible stalls, bicycle parking, and landscaping.
35. Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 85%. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including pools, patios, etc., and all paved areas as a percentage of the total area of the lot, with the following exceptions: sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks.
36. Provide a parking lot site information block, including the numbers and types of vehicle parking stalls (accessible, employee and customer stalls) and bicycle stalls. Label the various types of parking stalls and inventory stalls on the site plan.
37. Bicycle parking for the auto sales facility shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). The bicycle parking requirement for an auto sales facility is one (1) bicycle stall per five (5) employees. Provide a minimum of seven (7) short-term bicycle parking stalls located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.
38. Provide details showing that the primary street façade meets the door and window opening requirements of Section 28.060(2)(d). For nonresidential uses at ground floor level, windows and doors or other openings shall comprise at least sixty percent (60%) of the length and at least forty percent (40%) of the area of the ground floor of the primary street facade. At least fifty percent (50%) of windows on the primary street facade shall have the lower sill within three (3) feet of grade.
39. 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). Screens shall be of durable, permanent materials that are compatible with the primary building materials.
40. Show the refuse disposal area on the site plan. All developments, except single family and two family developments, shall provide a refuse disposal area. If the refuse disposal area is located outside the building, it 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. Submit a detail of the trash enclosure if provided outside the building.

41. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.
42. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
43. 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 and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

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

44. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.
45. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Captain Jerry Buechner (608) 516-9195.

Parks Division Review (Contact Janet Schmidt, (608) 261-9688)

46. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Please submit an existing inventory of trees (location, species, & DBH) and a tree removal plan (in PDF format) to Brian Meiller – bmeiller@cityofmadison.com or 266-4816. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.
47. Additional street trees are needed for this project. All street tree planting locations and trees species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brian Meiller – bmeiller@cityofmadison.com or 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.
48. 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 Review (Contact Contact Adam Wiederhoeft, (608) 266-9121)

49. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO 13.21. All unused private wells shall be abandoned in accordance with MGO 13.21.

The Madison Water Utility shall be notified to remove the water meter prior to demolition.

50. 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.

51. 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.

Metro Transit Review (Contact Tim Sobota, (608) 261-4289)

52. In coordination with public works improvements, the applicant shall maintain or replace the concrete terrace at the existing Metro bus stop on the south side of Tokay Boulevard, east of Odana Road (#6265). [See attachment "5712or_METROREVISED.pdf"]

53. 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 and approve the design.

54. Metro Transit operates daily service along Tokay Boulevard through the Odana Road intersection. Bus stop ID #6265 is adjacent the proposed project site along the south side of Tokay Boulevard, with the bus stop zone encompassing the area from the existing bus stop sign pole west back towards the intersection.