



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
P.O. Box 2985
Madison, Wisconsin 53701-2985
TDD 608 266-4747
FAX 608 266-8739
PH 608 266-4635

July 26, 2013

David Ferch
Ferch Architecture
2704 Gregory St.
Madison, WI 53711

RE: Approval of the demolition of a single-family home at 712 Harrison Street for the construction of a rear addition to a mixed-use building at 1902 Monroe Street.

Dear Mr. Ferch:

At its July 22, 2013 meeting, the Plan Commission found the standards met and **approved** your client's demolition request for 712 Harrison Street and 1902 Monroe Street, subject to the conditions below. In order to receive final approval of the demolition, and for any necessary permits to be issued for your project, the following conditions shall be met:

Please contact my office at 266-5974 with questions about the following 2 items:

1. The applicant is encouraged to pursue opportunities to relocate the home at 712 Harrison Street, if an appropriate receiving property can be found.
2. Following approval of this request by the Plan Commission, no new residential parking permits shall be provided for tenants living in this building, which shall be reflected in the tenant leases provided for staff review and approval prior to sign-off. Existing tenants with parking permits are exempt from this condition.

Please contact Janet Dailey of the City Engineering Division at 261-9688 with questions regarding the following 19 items:

3. The address of 712 Harrison St will be retired with the demolition of the existing house. The addresses for the new commercial space and new apartments will be determined when PDF floor plans are received and reviewed.
4. The site drainage shall be connected to the available storm sewer in the west curb line of Harrison Street.
5. The sanitary sewer lateral extending into both of these buildings was built in 2006. A new lateral, as shown in the site plans, will be expensive due to the additional cost of the street restoration required. The Applicant may want to investigate if the exiting laterals are sufficient to serve this development.
6. This project may require a development agreement. Contact Janet Dailey at 261-9688 to review the scope of the work. If a development agreement is required the City will issue restoration plans for the sidewalk, street and terrace. Approval by the Board of Public Works and Common Council would also be necessary.
7. Submit a PDF of all floor plans to zenchenko@cityofmadison.com so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
8. *Value of sidewalk installation over \$5000.* The Applicant shall Construct Sidewalk to a plan approved by the City Engineer along Harrison Street and Monroe Street.
9. The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.

10. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
11. The Applicant shall provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
12. All work in the public right-of-way shall be performed by a City licensed contractor.
13. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl, of the City Parks Department - dkahl@cityofmadison.com or 266-4816. Approval and permitting of any tree removal or replacement shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.
14. All damage to the pavement on Harrison Street 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>.
15. The site plans shall be revised to show the location of all rain gutter down spout discharges.
16. The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain 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 Misc Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) All Underlying Lot lines or parcel lines if unplatted
 - g) Lot numbers or the words "unplatted"
 - h) Lot/Plat dimensions
 - i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com . Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file.

17. 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, and shall have a scale bar on the plan set.
PDF submittals shall contain the following information:
 - a) Building footprints
 - b) Internal walkway areas
 - c) Internal site parking areas
 - d) Lot lines and right-of-way lines
 - e) Street names
 - f) Stormwater Management Facilities
 - g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans)

18. 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>.
19. 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>.
20. 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
21. 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.

Please contact Pat Anderson of the Zoning Office at 266-5978 with questions regarding the following 6 items:

22. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31 Sign Codes prior to sign installations.
23. Sec. 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, Mr. George Dreckmann (608-267-2626).
24. Sec. 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.
25. Bike parking shall comply with MGO Table 28I-3 (General Regulations). Provide 10 bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Provide details of bike rack on final plan sets.
26. Provide details of lot coverage, subject to section 28.065 dimensional requirements provides a maximum of 85% lot coverage. It appears that pervious pavers or a green roof element will be needed.
27. Pursuant to MGO Section 28.04 (12)(c) where sites shares a zoning district boundary with residential district. This development must provide effective 6' – 8' high screening along the lot line of this commercial district adjoining a residential zoning district. This requirement may be modified by the Plan Commission for this Conditional Use

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following two items:

28. Please consider allowing Madison Fire Department to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Capt Ron Blumer (608) 558-4198.
29. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

Please contact Eric Halvorson, Traffic Engineering at 266-6572 with questions regarding the following 3 items:

30. When the applicant submits plans for approval, the applicant shall show the following on one contiguous plan: existing items in the terrace (e.g., signs and street light poles), type of surfaces, percent of slope, existing and proposed property lines, addresses, all easements, all pavement markings, building placement, adjacent driveway approaches to lots on either side and across the street, signage, semitrailer movements

and vehicle routes, dimensions of radii, aisles, driveways, parking stall dimensions including the two (2) feet overhang on a scaled drawing at 1" = 20'. Contact City Traffic Engineering if you have questions.

- 31. 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/handholes, including labor, engineering and materials for both temporary and permanent installations.
- 32. 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 Kay Rutledge of the Madison Parks Division at 266-4714 if you have any questions about the following 5 items:

- 33. The developer shall pay approximately \$5,725.64 for park dedication and development fees for the new 4 MF unit development (an addition to the existing building at 1902 Monroe Street), after a credit is given for the existing 1 single family residence at 712 Harrison Street which will be demolished. The two lots will be consolidated by a CSM.

<u>New Development:</u>	
Fees in lieu of dedication = (4 MF @ \$1,708.00) =	\$6,832.00
Park development fees = (4 MF @ \$645.40) =	\$2,581.60
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Total fees =	\$9,413.60
<u>Credit for Existing</u>	
Fees in lieu of dedication = (1 SF @ \$2,684.00) =	\$2,684.00
Park development fees = (1 SF @ \$1,003.96) =	\$1,003.96
<hr/>	
Total credit=	\$3,687.96

- 34. The developer must select a method for payment of park fees before signoff on the demolition permit.
- 35. 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 Dean Kahl – dkahl@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.
- 36. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl – dkahl@cityofmadison.com or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in section 209 of *City of Madison Standard Specifications for Public Works Construction* - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.
- 37. This development is within the Vilas-Brittingham park impact fee district (SI27). Please reference ID# 13141 when contacting Parks about this project.

Please contact Dennis Cawley of the Water Utility at 261-9243 if you have any questions about the following 2 items:

- 38. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
- 39. This property is not in a wellhead protection district. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

Please contact my office at 266-5974 with questions about the following item, which was added by the Plan Commission on July 22, 2013 as part of their approval:

- 40. The applicant shall work with staff to pursue the provision of additional bicycle parking in the public right-of-way adjacent to this property.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.

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

1. Please revise the plans per the above conditions and file **ten (10)** sets of complete, fully dimensioned, and to-scale plans, along with the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code. Also provide any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval.
3. 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 demolition commenced within six months of the issuance of said building permit.

If you have any questions regarding obtaining the demolition approval, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP
 Planner

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

Signature of Applicant

- cc: Janet Dailey, City Engineering Division
 Eric Pederson, City Engineering Division
 Pat Anderson, Asst. Zoning Administrator
 Eric Halvorson, Traffic Engineering
 Bill Sullivan, Madison Fire Department
 Kay Rutledge, Parks Division
 George Dreckmann, Recycling Coordinator

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (H. Stouder)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: