City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved

COMMON COUNCIL

Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?

This meeting may be viewed LIVE on Charter Spectrum Channel 994, AT&T U-Verse Channel 99 or at www.madisoncitychannel.tv.

Tuesday, January 13, 2026 **6:30 PM** **210 Martin Luther King, Jr. Blvd. Room 201 (City-County Building)**

Hybrid Meeting

The City of Madison is holding the Common Council meeting in a hybrid format. Members of the public may choose to view and/or provide comment in person or virtually at hybrid Common Council meetings.

Written Comments: You can send comments on agenda items to allalders@cityofmadison.com

Register for Public Comment:
- Register to speak at the meeting
- Register to answer questions
- Register in support or opposition of an agenda item (without speaking)

If you want to speak at this meeting you must register. You can register at https://www.cityofmadison.com/MeetingRegistration. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

Watch the Meeting: If you would like to join the meeting as an observer, please visit https://www.cityofmadison.com/watchmeetings.

Listen by Phone: (877) 853-5257 (Toll Free) Webinar ID: 891 8444 6927

Speaking Guidelines

Contact us at the phone number or email below to request interpretation, translation or a disability-related accommodation at no cost to you.

Contáctenos al teléfono o correo electrónico listado abajo para solicitar interpretación, traducción o una adaptación especial relacionada con alguna discapacidad sin costo para usted.

如需口譯、筆譯或殘疾相關的便利服務，請通過以下電話或郵件與我們聯系，相關服務均免費提供

Hu rau peb ntawm tus xov tooj los sis email hauv qab no yog tias koj xav tau kev txhais lus, kev txhais ntawv, los sis kev pab cuam cuam tshuam txog tsis taus. Cov kev pab no yog pub dawb rau koj.

608-266-4071
Council@cityofmadison.com

Speaking Limit:
3 minutes for all items.

You must register before your item is considered by the Council.

The use of audible cell phone ringers and active use and response to cellular phone technology by the governing body, staff and members of the public is discouraged in the Council Chambers while the Council is in session.

Roll Call

Notified Absences: Tishler

Opening Remarks

Disclosures and Recusals

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

Presentation of Consent Agenda

1. 89043 Consent Agenda Document (1/13/26)

Legislative History

7/8/25	Council Office	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

At this time, a consent agenda will be moved with the recommended action listed for each item EXCEPT:

1) Items which have registrants wishing to speak. 2) Items which Alder(s) have separated out for discussion/debate purposes.

Public Comment

Public comments will not be taken on items which are listed on the consent agenda for referral and the Council adopts the referral as part of the consent agenda OR when the Council has heard public comments on an item at a previous meeting and the item is on this agenda for discussion and action only. The Council may allow public comments in either instance by a majority vote.

Recessed Public Hearings

Report of Alcohol License Review Committee

2. 90559 Public Hearing - New License

Bombay Blues Inc • dba Bombay Blues
6617 Odana Rd • Agent: Babandeep Gabba
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 10% alcohol, 90% food
Police Sector 218 (District 19)

Attachments: LICLIB-2025-00916 App.pdf
LICLIB-2025-00916 Supplemental.pdf
6617 Odana Rd map.pdf

Legislative History

10/22/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (11/19/25), Common Council (12/9/25)	
10/28/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
11/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE
	Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)	

AGENDA NOTE: Public comment will be heard with the file returns to Council on 2/10/26.

3. **90560**

Public Hearing - New License
Luna's Market LLC • dba Luna's Market
2328 S Park St • Agent: Mariam Maldonado
Class A Beer, Class A Liquor
Police Sector 309 (District 14)

Attachments: LICLIA-2025-00927 App.pdf
LICLIA-2025-00927 Floor Plan.pdf
2328 S Park St map.pdf

Legislative History

10/22/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (11/19/25), Common Council (12/9/25)	
10/28/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
11/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - RECESSED PUBLIC HEARING

Public Hearings

Report of Alcohol License Review Committee

4. **90561**

Public Hearing - New License
Madcity Lodging LLC • dba Sleep Inn/MainStay
4802 Tradewinds Pkwy • Agent: Bhavin Patel
Estimated Capacity (in/out): 200/0
Class B Beer • 1% alcohol, 99% food
Police Sector 620 (District 16)

Attachments: LICLIB-2025-00945 App.pdf
LICLIB-2025-00945 Floor Plan.pdf
4802 Tradewinds Pkwy map.pdf

Legislative History

10/22/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (11/19/25), Common Council (12/9/25)	
10/28/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
11/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	Take Off The Table
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	Table
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

5. **91035**

Public Hearing - New License
Veil and Vault LLC • dba Veil and Vault
325 E Wilson St • Agent: Ace McCarty
Estimated Capacity (in/out): 67/0
Class B Combination Liquor & Beer • 65% alcohol, 35% food
Police Sector 405 (District 4)

Attachments: LICLIB-2025-01000 App.pdf
LICLIB-2025-01000 Supplemental.pdf
325 E Wilson St map.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction

Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

6. **91036**

Public Hearing - New License
La Bonita LLC • dba La Bonita
4915 Commercial Ave • Agent: Rodrigo Flores
Estimated Capacity (in/out): 50/0
Class B Beer • 25% alcohol, 50% food, 25% other
Police Sector 609 (District 3)

Attachments: LICLIB-2025-01004 App.pdf
LICLIB-2025-01004 Supplemental.pdf
4915 Commercial Ave map.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction

Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

7. **91037**

Public Hearing - New License
La Bonita LLC • dba La Bonita
5534 Eastpark Blvd • Agent: Rodrigo Flores
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 520 (District 17)

Attachments: LICLIB-2025-01005 App.pdf
LICLIB-2025-01005 Supplemental.pdf
5534 Eastpark Blvd map.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction

Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE

Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

AGENDA NOTE: Public comment will be heard with the file returns to Council on 2/10/26.

8. **91038** Public Hearing - New License

Center for Black Excellence and Culture Inc • dba Center for Black Excellence and Culture
671 W Badger Rd • Agent: Janine Stephens Hale
Estimated Capacity (in/out): 735/0
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 310 (District 14)

Attachments: LICLIB-2025-01014 App.pdf
LICLIB-2025-01014 Supplemental.pdf
671 W Badger Rd map.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

9. **91039**

Public Hearing - New License
Banzo LLC • dba Banzo
2105 Sherman Ave • Agent: Netalee Sheinman
Estimated Capacity (in/out): 30/30
Class B Combination Liquor & Beer • 1% alcohol, 98% food, 1% other
Police Sector 501 (District 12)

Attachments: LICLIB-2025-01026 App.pdf
LICLIB-2025-01026 Supplemental.pdf
2105 Sherman Ave map.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

10. **91040**

Public Hearing - New License
Capitol Club LLC • dba The Capitol Club
107 State St • Agent: Stephen Matteo Bell-Castile
Estimated Capacity (in/out): 93/30
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 405 (District 4)

Attachments: LICLIB-2025-01028 App.pdf
LICLIB-2025-01028 Supplemental.pdf
107 State St map.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

11. **91041**

Public Hearing - New License
Friends Applaud LLC • dba Friends Applaud
1602 Gilson St • Agent: Adam Benedetto
Estimated Capacity (in/out): 90/300
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 306 (District 13)

Attachments: LICLIB-2025-01029 App.pdf
LICLIB-2025-01029 Supplemental.pdf
1602 Gilson St map.pdf
Lee Comments.pdf
Emails forwarded
Alder Evers Comments.pdf
Kitchel Rothburd Zirngible Comments.pdf

Legislative History

11/25/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING

The conditions are:
1. Alcohol sales shall cease by midnight, daily.
2. Entertainment shall cease by 11pm, daily.
3. The establishment shall abide by all Conditional Use Permit conditions.

Report of Board of Public Works

12. **91223**

Approving Plans, Specifications, And Schedule Of Assessments For South Charter Street Alley Assessment District - 2026. (District 13)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: South Charter St Alley-BPW_Exhibit.pdf
S_Charter_St_Alley_BPWnotes_12_17_2025.pdf
15486 South Charter St Alley BPW Public Hearing _.pdf
15486_SCharterStAlley_Assess.pdf
15486 South Charter St Alley CC Public Hearing.pdf

Legislative History

12/11/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS

12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING

Report of Plan Commission

13. 90908 Amending Sections within Chapter 28 of the Madison General Ordinances to allow reduced rear setback if adjacent to publicly-owned multi-use path.

Sponsors: John P. Guequierre, Derek Field, Carmella Glenn And Michael E. Verveer

Attachments: 90908 Body
Zoning Text Memo 12-15-25 Rear Setback Multi-Use and Setback Clarification S
Public Comment 12-14-25.pdf

Legislative History

11/17/25	Attorney's Office	Referred for Introduction
	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer For Public Hearing to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING

On a motion by Solheim, seconded by Wasniewski, the Plan Commission found the standards are met and recommended approval of the zoning text amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.

14. 90915 Creating Section 28.022-00741 of the Madison General Ordinances to change the zoning of property located at 33 West Johnson Street from PD (Planned Development) District to UMX (Urban Mixed-Use) District. (District 4)

Sponsors: Planning Division

Attachments: 33 W Johnson Street (2025).pdf
Link to Cond Use File 90613
Link to CSM File 90617
33 W Johnson UDC Draft Report 12-17-25.pdf

Legislative History

11/17/25	Attorney's Office	Referred for Introduction
	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer For Public Hearing to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION

On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the zoning map amendment be re-referred to the January 12, 2026 Plan Commission (January 27, 2026 Common Council) pending a recommendation by the Urban Design Commission on the related conditional use request (ID 90613). The motion to recommend re-referral passed by voice vote/ other.

AGENDA NOTE: Public comment will be heard when the file returns to Council on 1/27/26.

15. 90916 Creating Section 28.022-00742 of the Madison General Ordinances to change

the zoning of property located at 411 West Gilman Street from DC (Downtown Core) District to UMX (Urban Mixed-Use) District. (District 2)

Sponsors: Planning Division

Attachments: 411 W Gilman Street.pdf
Link to Cond Use File 90614
Link to CSM File 90618

Legislative History

11/17/25	Attorney's Office	Referred for Introduction
	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer For Public Hearing to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION

On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the zoning map amendment be re-referred to the February 2, 2026 Plan Commission (February 10, 2026 Common Council) pending a recommendation by the Landmarks Commission on the demolition of the existing buildings on the subject site. The motion to recommend re-referral passed by voice vote/ other.

AGENDA NOTE: Public comment will be heard when the file returns to Council on 2/10/26.

16. **90936** Creating Section 28.022-00743 of the Madison General Ordinances to change the zoning of property located at 5025 Sheboygan Avenue from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00744 to approve a Specific Implementation Plan. (District 11)

Sponsors: Planning Division

Attachments: 5025 Sheboygan Avenue.pdf
Public Comment 11-23-25.pdf

Legislative History

11/18/25	Attorney's Office	Referred for Introduction
	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer For Public Hearing to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION

On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the amended planned development be re-referred to the February 2, 2026 Plan Commission (February 10, 2026 Common Council) pending a recommendation by the Urban Design Commission. The motion to recommend re-referral passed by voice vote/ other.

AGENDA NOTE: Public comment will be heard when the file returns to Council on 2/10/26.

17. **91135** Creating Section 28.140 to establish a temporary moratorium on the

consideration and/or issuance of zoning certificates for data centers and telecommunications centers and amending 28.061, 28.082, and 28.151 to accommodate the temporary moratorium.

Sponsors: Satya V. Rhodes-Conway, Tag Evers, Derek Field, Yannette Figueroa Cole, Carmella Glenn, MGR Govindarajan, John P. Guequierre, Sabrina V. Madison, Dina Nina Martinez-Rutherford, Julia Matthews, Sean O'Brien, Michael E. Verveer And Regina M. Vidaver

Attachments: 91135 Body

Zoning Text Memo - Data Center Moratorium

Legislative History

12/4/25	Attorney's Office	Referred for Introduction
	Plan Commission (1/12/26), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred to the PLAN COMMISSION

AGENDA NOTE: A recommendation will be made from the floor as Plan Commission meets 1/12/26.

End of Public Hearings

Petitions and Communications

Petitions

18. **91268** Petition received in the Madison City Clerk's Office December 17, 2025 regarding attachment from the Town of Middleton to the City of Madison.

Attachments: Attachment Petition-Watts Road.pdf

Legislative History

12/17/25	Clerk's Office	Referred for Introduction
	Common Council to accept (1/27/26)	

19. **91269** Petition received in the Madison City Clerk's Office December 17, 2025 regarding attachment from the Town of Middleton to the City of Madison.

Attachments: Attachment Petition.pdf

Legislative History

12/17/25	Clerk's Office	Referred for Introduction
	Common Council to accept (1/27/26)	

Business Presented by the Mayor

Appointments

20. **91116** Report of the Mayor submitting resident committee appointments (introduction 12-9-2025; action 1-13-2026).

Legislative History

12/3/25	Mayor's Office	Referred for Introduction

Confirm 1/13/26

12/9/25	COMMON COUNCIL	Refer to a future Meeting to Confirm to the COMMON COUNCIL

Confirm 1/13/26

21. **91432** Report of the Mayor submitting resident committee appointments (introduction 1-13-2026; action 1-27-2026).

Legislative History

1/6/26	Mayor's Office	Referred for Introduction

Confirm 1/27/26

Business Presented by the President of the Common Council

22. **89016** Confirming the Madison Common Council meeting formats through June 23, 2026:
1/27/26 - Hybrid (Virtual & CCB 201)
2/10/26 - Hybrid (Virtual & CCB 201)
2/24/26 - Hybrid (Virtual & CCB 201)
3/10/26 - Hybrid (Virtual & CCB 201)
3/24/26 - Hybrid (Virtual & CCB 201)
4/21/26:
12:00 meeting - Hybrid (Virtual & CCB 201)
6:30 meeting - Hybrid (Virtual & **MMB 215)**
5/5/26 - Hybrid (Virtual & CCB 201)
5/19/26 - Hybrid (Virtual & CCB 201)
6/9/26 - Hybrid (Virtual & CCB 201)
6/23/26 - Hybrid (Virtual & CCB 201)

Legislative History

7/8/25	Council Office	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Reports of Officers

Report of Alcohol License Review Committee

23. **89502** Operator License Application
Timothy Consigny - Establishment where employed: LJ'S Sports Tavern & Grill

Attachments: LICOPR-2025-00578 App for ALRC redacted.pdf
ALRC TC_Redacted.pdf

Legislative History

8/20/25	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
9/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
10/15/25	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE

11/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -REPORT OF OFFICER

24. **90940**

Operator License Application
Alexander Grahn - Establishment where employed: Oakcrest Tavern

Attachments: LICOPR-2025-00839 App_Redacted.pdf
alrc ag_Redacted.pdf

Legislative History

11/26/25	ALCOHOL LICENSE REVIEW COMMITTEE	Return to Lead with the Recommendation for Approval to the ALCOHOL LICENSE REVIEW COMMITTEE
12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

25. **91042**

21+ Entertainment License
Center for Black Excellence and Culture Inc • dba Center for Black Excellence and Culture
Capacity (in/out): 735/0
671 W Badger Rd • Agent: Janine Stephens Hale
Class B Combination Liquor & Beer • 60% alcohol, 40% food
Police Sector 310 (District 14)

Attachments: LICENT-2025-01015 App_Redacted.pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

26. **91043**

21+ Entertainment License
Friends Applaud LLC • dba Friends Applaud
Capacity (in/out): 80/500
1602 Gilson St • Agent: Adam Benedetto
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 306 (District 13)

Attachments: LICENT-2025-01030 App_Redacted.pdf
Lee Comments.pdf
Alder Evers Comments.pdf
Kitchel Rothburd Zirngible Comments.pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - REPORT OF OFFICER

The conditions are:
1. Alcohol sales shall cease by midnight, daily.

2. Entertainment shall cease by 11pm, daily.
3. The establishment shall abide by all Conditional Use Permit conditions.

27. **91192**

Change of Agent
Baked Wings Madison LLC • dba Baked Wings & Things • 250 State St
New Agent: Martha McKinney
Class B Combination Liquor & Beer
(District 4)

Attachments: LICLIB-2025-00481 Agent Change App.pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

28. **91193**

Change of Agent
Wonderstate Coffee LLC • dba Wonderstate • 27 W Main St
New Agent: Austin Howard
Class B Combination Liquor & Beer
(District 4)

Attachments: LICLIB-2020-00742 Agent Change App (3).pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

29. **91204**

Change of Agent
RRK Investment Company • dba Stop N Shop • 312 E Mifflin St
New Agent: Shriya Khullar
Class A Beer, Class A Liquor, Class A Cider
(District 2)

Attachments: LICLIA-2024-00161 Agent Change App.pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

30. **91205**

Entity Reorganization
RRK Investment Company • dba Stop N Shop
312 E Mifflin St
Class A Beer, Class A Liquor, Class A Cider
(District 2)
Add one new officer

Attachments: LICLIA-2024-00161 Officer Change App.pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

31. **91206**

Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
4505 East Towne Blvd
Class B Beer
(District 17)
Add one new officer, remove one officer

Attachments: LICLIB-2018-00866 Officer Change App (2).pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

32. **91207**

Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
7230 West Towne Way
Class B Beer
(District 9)
Add one new officer, remove one officer

Attachments: LICLIB-2021-00136 Officer Change (2).pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

33. **91211**

Entity Reorganization
Fresh City Market LLC • dba Fresh Madison Market
703 University Ave
Class B Beer, Class C Wine
(District 8)
Remove one officer

Attachments: LICLIB-2013-00530 Officer Change (4).pdf

Legislative History

12/17/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

34. **91212**

Change of Licensed Premises
Brass Biscuit LLC • dba Mint Mark
Current Capacity (in/out): 149/59 • Proposed Capacity (in/out): 198/118
1874 E Washington Ave • Agent: Chad Vogel
Class B Combination Liquor & Beer • 45% alcohol, 54% food, 1% other
Police Sector 501 (District 12)
Request to add sixth floor rooftop bar, connected by a private elevator.
Increasing indoor capacity by 49 and outdoor capacity by 59.

Attachments: LICPCH-2025-01031 App.pdf

Legislative History

12/17/25 ALCOHOL LICENSE REVIEW COMMITTEE — RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

35. **91213**

Entity Reorganization
Metcalfe LLC • dba Metcalfe's
726 N Midvale Blvd
Class A Beer, Class A Liquor
(District 11)
Remove one officer

Attachments: 8600-45273 Officer Change (4).pdf

Legislative History

12/17/25 ALCOHOL LICENSE REVIEW COMMITTEE — RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

36. **91214**

Entity Reorganization
Metcalfe Foods-West LLC • dba Metcalfe's
7455 Mineral Point Rd
Class A Beer, Class A Liquor
(District 9)
Remove one officer

Attachments: LICLIA-2011-01722 Officer Change (4).pdf

Legislative History

12/17/25 ALCOHOL LICENSE REVIEW COMMITTEE — RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

37. **91245**

Operator License Application
Nancy Martin - Establishment where employed: Dutch Mill

Attachments: LICOPR-2025-00873 MARTIN_Redacted.pdf
NANCY MARTIN ALRC Sheet_Redacted.pdf

Legislative History

12/17/25 ALCOHOL LICENSE REVIEW COMMITTEE — RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

Report of Board of Park Commissioners

38. **90960**

Authorizing the City to execute an agreement with Madison Nordic Ski Club, Inc. to use the City's and its own snow equipment to groom the City's cross-country skiing trails, to store its equipment at Elver Park, and to hold practices, lessons and competitions at Elver Park through 2032. (District 20)

Sponsors: Derek Field, Barbara Harrington-McKinney And Carmella Glenn

Attachments: MadNorski Use Agreement (2025-2032).pdf

Legislative History

11/18/25 Parks Division — Referred for Introduction
Board of Park Commissioners (12/10/25), Common Council (1/13/26)

11/25/25	COMMON COUNCIL	Refer to the BOARD OF PARK COMMISSIONERS
12/10/25	BOARD OF PARK COMMISSIONERS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

39. **90970** Authorizing the execution of a Second Amendment to Lease for the property at 354 E. Lakeside Street. (District 13)

Sponsors: Tag Evers

Attachments: 11881 Resolution Exhibit A.pdf

Legislative History

11/19/25	Economic Development Division Board of Park Commissioners (12/10/25), Finance Committee (1/5/26), Common Council (1/13/26)	Referred for Introduction
12/9/25	COMMON COUNCIL Additional referral to Finance Committee	Referred to the BOARD OF PARK COMMISSIONERS
12/9/25	BOARD OF PARK COMMISSIONERS	Referred to the FINANCE COMMITTEE
12/10/25	BOARD OF PARK COMMISSIONERS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
1/5/26	FINANCE COMMITTEE	Return to Lead with the Recommendation for Common Council to Adopt to the BOARD OF PARK COMMISSIONERS

Report of Board of Public Works

40. **90956** Accepting sanitary sewer, storm sewer, and street improvements (excluding bituminous surface pavement) constructed by Private Contract In Pope Farm Estates, Private Contract No. 8392 (District 9).

Sponsors: BOARD OF PUBLIC WORKS

Attachments: Pope Farm Estates Sanitary Schedule A Unit Cost.pdf
Pope Farm Estates Storm Schedule A Unit Cost.pdf
8392 Street Schedule A excluding bituminous.pdf

Legislative History

11/18/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

41. **91014** Revising the Plans and Specifications for the Pflaum Road Resurfacing Assessment District - 2025 (District 15).

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 90283.pdf
87631.pdf
14781EN-Pflaum Road revised geometrics.pdf

Legislative History

11/24/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

42. **91015** Accepting bituminous surface pavement constructed by Private Contract in Pope Farm Estates, Private Contract No. 8400. (District 9)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 8400 Streets Schedule A bituminous.pdf

Legislative History

11/24/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

43. **91016** Report of Engineering of Non-Bid Contract for Red Sky Dr Flood Mitigation - 2024. (District 9)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: Report to Council_Red Sky Dr (2024).pdf

Legislative History

11/24/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

44. **91017** Report of Engineering of Non-Bid Contract for Travis Terrace Flood Mitigation - 2024. (District 11)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: Report to Council_Travis Terrace (2024).pdf

Legislative History

11/24/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

45. **91021** Approving Addendum No. 1 to 501 Charmany Drive, Contract No. 8166 (District 19)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 8166 Addendum 1 Exhibit.pdf

Legislative History

11/25/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

46. **91027** Accepting sidewalk improvements constructed by Private Contract In 215 N Fair Oaks, Private Contract No. 9282 (District 15).

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9282 Sidewalk Schedule A.pdf

Legislative History

11/25/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/3/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

47. **91104** Declaring the City of Madison's intention to exercise its police powers establishing the Cannonball Path: Phase 6 Assessment District - 2026. (District 14)

Sponsors: Isadore Knox Jr.

Legislative History

12/2/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

48. **91197** Declaring the City of Madison's Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way - Assessment District 2026. (District 5)

Sponsors: Regina M. Vidaver

Legislative History

12/10/25	Engineering Division	Re-refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

49. **91198** Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Hoyt Park Lot Reconstruction. (District 5)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: Hoyt Lot Reconstruction Overview.pdf

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

50. **91199** Approving the City of Madison Standard Specifications for Public Works Construction, 2026 Edition. (Citywide)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: Summary of Changes Standard Specs - 2026.pdf

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

51. **91200** Authorizing the Mayor and City Clerk to execute a revised State/Municipal Agreement with the State of Wisconsin Department of Transportation for Project I.D. 5992-10-73/74/75, for High Point Road (District 1, District 7)

Sponsors: BOARD OF PUBLIC WORKS, John W. Duncan And Badri Lankella

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

52. **91201**

Declaring the City of Madison's intention to exercise its police powers establishing the Milwaukee Street & Sprecher Road Traffic Signal Assessment District. (District 3, District 16).

Sponsors: Derek Field And Sean O'Brien

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

53. **91202**

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Warner Park Pickleball Courts and Worthington Park Futsal Court. (District 12, District 15, District 18)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: Contract 9694 - Warner Park Pickleball Courts and Worthington Park Futsal Cou

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

54. **91203**

Approving plans and specifications for public improvements required to serve Phase 17 of the Subdivision known as Village at Autumn Lake and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-25-00116, Private Contracts 9579 and 9580 (District 17)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9579 9580 Exhibit 12.17.25.pdf

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

55. **91216**

Approving plans and specifications for public improvements necessary for the project known as 1437 N Sherman Ave - Sherman/Shabazz and authorizing construction to be undertaken by the Developer, Private Contract No. 9710. (District 12)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9710 Exhibit_v3.pdf

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

56. **91217**

Approving plans and specifications and authorizing the Board of Public Works

to advertise and receive bids for 2026 Semi-Permanent Epoxy Pavement Marking. (Citywide)

Sponsors: BOARD OF PUBLIC WORKS

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

57. **91221** Approving plans and specifications for public improvements necessary for the project known as 656 Williamson Street and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-23-00502, Private Contract No. 9330 (District 6)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9330 exhibit 2025.pdf

Legislative History

12/10/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
12/17/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

Report of City Clerk

58. **89079** Report of Operator License Applications January 13, 2026. See attached report for list of operators.

Attachments: New Operators

Legislative History

7/8/25	Clerk's Office	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

59. **91094** Designating City of Madison Polling Locations for the 2026 Spring Primary.

Sponsors: Satya V. Rhodes-Conway, Yannette Figueroa Cole, John W. Duncan, Tag Evers, Regina M. Vidaver, Bill Tishler, MGR Govindarajan, Will Ochowicz, Michael E. Verveer And John P. Guequierre

Legislative History

12/1/25	Clerk's Office	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

60. **91352** Establishing in-person absentee voting locations for the 2026 Spring Primary and Election.

Sponsors: Satya V. Rhodes-Conway, John W. Duncan, Derek Field, Yannette Figueroa Cole, MGR Govindarajan, John P. Guequierre, Badri Lankella, Sabrina V. Madison, Davy Mayer, Bill Tishler, Michael E. Verveer And Regina M. Vidaver

Legislative History

1/6/26	Clerk's Office	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

Report of Common Council Executive Committee

61. **91103** Amending Section 33.32 of the Madison General Ordinances related to the Joint Campus Area Committee to modify the composition and duties of the JCAC.

Sponsors: MGR Govindarajan

Attachments: 91103 Body

Legislative History

12/2/25	Attorney's Office	Referred for Introduction
	Common Council Executive Committee (1/13/26), Joint Campus Area Committee (12/11/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred to the COMMON COUNCIL EXECUTIVE COMMITTEE
	Additional referral to Joint Campus Area Committee	
12/9/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the JOINT CAMPUS AREA COMMITTEE
12/11/25	JOINT CAMPUS AREA COMMITTEE	Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE

AGENDA NOTE: A recommendation will be made from the floor as Common Council Executive Committee meets 1/13/26.

Report of Department of Planning and Community and Economic Development

62. **91138** Re-Approving a Certified Survey Map of property owned by E & K Land, LLC located at 1412 Pflaum Road (District 15).

Sponsors: Planning Division

Attachments: 1412 Pflaum Rd CSM.pdf

Conditional Approval Letter 09-19-23.pdf

Legislative History

12/4/25	Department of Planning and Community and Economic Development	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER
	Staff recommends re-approval of the proposed CSM subject to the conditions in the September 19, 2023 approval letter.	

Report of Finance Committee

63. **90966** Authorizing the Community Development Division to enter into an agreement with the Traffic Engineering Division, and to use up to $125,000 in federal Community Development Block Grant (CDBG) funds, to implement a neighborhood improvement project identified in the Northeast Area Plan (District 3, District 12, District 17, District 18).

Sponsors: John P. Guequierre, Barbara Harrington-McKinney, Dina Nina Martinez-Rutherford, Derek Field, Julia Matthews, Carmella Glenn And Sabrina V. Madison

Attachments: Legislation Details (With Text) 84379.pdf

Legislative History

11/19/25	Community Development Division	Referred for Introduction
	Finance Committee (1/5/26), Community Development Block Grant Committee (12/4/25), Board of Parks Commissioners (12/10/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
	Additional referrals to Community Development Block Grant Committee, Board of Park Commissioners.	
11/25/25	FINANCE COMMITTEE	Referred to the COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE
11/25/25	FINANCE COMMITTEE	Referred to the BOARD OF PARK COMMISSIONERS
12/4/25	COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE	Return to Lead with the Recommendation for Approval
12/10/25	BOARD OF PARK COMMISSIONERS	Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE
1/5/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

64. **91026** Authorizing the Madison Police Department to accept grants for training on an ongoing basis.

Sponsors: John W. Duncan And Isadore Knox Jr.

Attachments: FC Public Comment -- File 91026.pdf

Legislative History

11/25/25	Police Department	Referred for Introduction
	Finance Committee (1/5/26), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE
1/5/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

Report of Plan Commission

65. **90616** Approving the preliminary plat and final plat of *First Addition to Starkweather Plat* on land addressed as 111 N Walter Street (District 15).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
Application.pdf
Letter of Intent.pdf
Preliminary Plat.pdf
Final Plat.pdf
Staff Comments.pdf

Legislative History

10/27/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the preliminary plat and final plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

66. **90617** Approving a Certified Survey Map of property owned by Drury Madison, LLC located at 33 W Johnson Street (District 4).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
CSM Application.pdf
Proposed CSM.pdf
Link to Rezoning Ord File 90915
Link to Cond Use File 90613

Legislative History

10/27/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER

On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the Certified Survey Map be re-referred to the January 12, 2026 Plan Commission (January 27, 2026 Common Council) pending a recommendation by the Urban Design Commission on the related conditional use request (ID 90613). The motion to recommend re-referral passed by voice vote/ other.

AGENDA NOTE: Public comment will be heard when the file returns to Council on 1/27/26.

67. **90618** Approving a Certified Survey Map of property owned by LCD Acquisitions, LLC located at 411-433 W Gilman Street (District 2).

Sponsors: Planning Division

Attachments: CSM Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf
Link to Rezoning Ord File 90916
Link to Cond Use File 90614

Legislative History

10/27/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER

On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the Certified Survey Map be re-referred to the February 2, 2026 Plan Commission (February 10, 2026 Common Council) pending a recommendation by the Landmarks Commission on the demolition of the existing buildings on the subject site. The motion to recommend re-referral passed by voice vote/ other.

AGENDA NOTE: Public comment will be heard when the file returns to Council on 2/10/26.

68. **90634** Approving the revised preliminary plat of *Reiland Grove* on property addressed as 6004 Commercial Avenue and 602-902 Reiner Road (District 3).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
Application.pdf
Letter of Intent.pdf
Revised Preliminary Plat.pdf
Staff Comments.pdf
Link to TR-P Amendment ID90920
Link to Final Plat Resolution 90636

Legislative History

10/27/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the revised preliminary plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

69. **90636** Approving the final plat of *Reiland Grove* on land addressed as 6004 Commercial Avenue and 602-902 Reiner Road (District 3).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
Application.pdf
Letter of Intent.pdf
Final Plat.pdf
Staff Comments.pdf
Public Comment_12-01-25.pdf
Link to TR-P Amendment ID90920
Link to Revised Prelim Plat Res 90634

Legislative History

10/27/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the final plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

70. **90801** Approving the final plat of *Raemisch Farm Development, First Addition* on land generally addressed as 4000-4150 Packers Avenue and 4201 N Sherman Avenue (District 18).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
Application.pdf
Letter of Intent.pdf
Final Plat.pdf
Staff Comments.pdf
Link to Prelim Plat Res ID 72365

Legislative History

11/7/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the final plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

71. **90802** SUBSTITUTE Approving a Certified Survey Map of property owned by OM Land, LLC located at 2150 Commercial Avenue (District 12).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf
Staff Comments.pdf
Staff Comments Addendum.pdf
Public Comment 12-15-25.pdf

Legislative History

11/7/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Solheim, seconded by Ald. Glenn, the Plan Commission found the standards met and recommended approval of the Certified Survey Map subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

72. **90806** Approving a Certified Survey Map of property owned by Trinova Ventures LLC located at 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue (District 15).

Sponsors: Planning Division

Attachments: Locator Maps.pdf
CSM Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf
Staff Comments.pdf
Link to Cond Use File 90800
Public Comments 12-15-25

Legislative History

11/7/25	Planning Division	Referred for Introduction
	Plan Commission (12/15/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PLAN COMMISSION
12/15/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the Certified Survey Map subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Report of Public Safety Review Committee

73. **90986** Assessing costs associated with mutual aid responses provided by Madison Police Department for the purposes of recouping extraordinary expenses.

Sponsors: Yannette Figueroa Cole, Derek Field, Sabrina V. Madison, Sean O'Brien And Regina M. Vidaver

Legislative History

11/20/25	Council Office	Referred for Introduction
	Public Safety Review Committee (12/10/25), Common Council (1/13/26)	
11/25/25	COMMON COUNCIL	Refer to the PUBLIC SAFETY REVIEW COMMITTEE
12/10/25	PUBLIC SAFETY REVIEW COMMITTEE	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER

The recommendations are that staff provide a definition of extraordinary expenses; and once a process to assess fiscal impact and risk is developed, that the new process be returned to Common Council and this committee (PSRC) for review.

Report of Risk Manager

74. **90796** J. Schmidt - Property Damage/Loss - $1,200.00

Legislative History

11/25/25	COMMON COUNCIL	Referred to the Risk Manager
1/6/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

75. **90889** T. Farris - Vehicle Damage, Bodily and Personal Injury - $9,000.00

Legislative History

11/25/25	COMMON COUNCIL	Referred to the Risk Manager
1/7/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

76. **90924** US General Services Administration - Vehicle Damage - $17,645.00

Legislative History

11/25/25	COMMON COUNCIL	Referred to the Risk Manager
1/6/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

77. **90949** J. Moore - Plumber Fee - $104.45

Legislative History

11/25/25	COMMON COUNCIL	Referred to the Risk Manager
1/6/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

Report of Sustainable Madison Committee

78. **91102** SUBSTITUTE: Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations

Sponsors: Satya V. Rhodes-Conway, Badri Lankella, John P. Guequierre, Tag Evers, Sean O'Brien, Davy Mayer And Michael E. Verveer

Attachments: 2025_12_22_LEED Resolution to SMC.pdf

Legistar 91102_V1.pdf

Legislative History

12/2/25	Mayor's Office	Referred for Introduction
	Sustainable Madison Committee (12/22/25), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred to the SUSTAINABLE MADISON COMMITTEE
12/22/25	SUSTAINABLE MADISON COMMITTEE	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER
	The recommendations are to explore adding language, in partnership with sustainability staff and the Attorney's Office around requiring the most up-to-date LEED certification. The motion passes by majority vote.	

Report of Transportation Commission

79. **91115** Authorizing the Department of Transportation to apply for a $6.75 million Federal-State Partnership for Intercity Passenger Rail (FSP) Grant from the Federal Railroad Administration and authorizing the Mayor and City Clerk to sign the resulting grant agreement to accept the grant (District 4, District 6, District 12, District 15, District 17).

Sponsors: Michael E. Verveer, Sean O'Brien, Derek Field And Sabrina V. Madison

Legislative History

12/3/25	Transportation Department	Referred for Introduction
	Transportation Commission (1/7/26), Finance Committee (1/5/26), Common Council (1/13/26)	
12/9/25	COMMON COUNCIL	Referred to the TRANSPORTATION COMMISSION
	Additional referral to Finance Committee	
12/9/25	TRANSPORTATION COMMISSION	Referred to the FINANCE COMMITTEE
1/5/26	FINANCE COMMITTEE	Return to Lead with the Recommendation for Common Council to Adopt to the TRANSPORTATION COMMISSION
1/7/26	TRANSPORTATION COMMISSION	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

Items Referred to this Meeting

Resolutions

80. **90804** Approving a Certified Survey Map of property owned by 3357-59 East Washington Avenue, LLC located at 3357-3375 E Washington Avenue and 922-930 N Fair Oaks Avenue (District 12).

Sponsors: Planning Division

Attachments: CSM Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf

Legislative History

11/7/25	Planning Division Common Council (1/13/26)	Referred for Introduction
11/25/25	COMMON COUNCIL Adopt 1/13/26	Refer to a future Meeting to Adopt to the COMMON COUNCIL
1/7/26	Department of Planning and Community and Economic Development	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

The proposed Certified Survey Map has been administratively approved as allowed by MGO Section 16.23(4)(f) subject to the conditions included in the attached letter. Staff recommends adoption of the resolution.

81. **90805** Approving a Certified Survey Map of property owned by CTA Investments, LLC located at 6965-7047 Manufacturers Drive (District 17).

Sponsors: Planning Division

Attachments: Application.pdf
Proposed CSM.pdf

Legislative History

11/7/25	Planning Division Common Council (1/13/26)	Referred for Introduction
11/25/25	COMMON COUNCIL Adopt 1/13/26	Refer to a future Meeting to Adopt to the COMMON COUNCIL
1/7/26	Department of Planning and Community and Economic Development	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

The proposed Certified Survey Map has been administratively approved as allowed by MGO Section 16.23(4)(f) subject to the conditions included in the attached letter. Staff recommends adoption of the resolution.

Introduction of New Business for Referral Without Debate

Ordinances

82. **90990** Amending Section 13.18 and 1.08(3)(a) of the Madison General Ordinances to update the Lead Water Line Replacement Ordinance so that it is consistent with the recent updates to the Federal Lead and Copper Rule.

Sponsors: MGR Govindarajan And Regina M. Vidaver

Attachments: 90990 Body

Legislative History

11/21/25	Attorney's Office Water Utility Board (1/28/26), Common Council (2/10/26)	Referred for Introduction

83. **91283** Creating Section 28.022-00745 of the Madison General Ordinances to change the zoning of property located at 1936 Tennyson Lane from PD (Planned Development) District to SR-V2 (Suburban Residential - Varied 2) District. (District 18)

Sponsors: Planning Division

Attachments: 1936 Tennyson Lane.pdf

Legislative History

12/18/25 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (2/2/26), Common Council (2/10/26)

84. **91326** Amending portions of 10.053 of the Madison General Ordinances to update the Small Cell Ordinance to bring it in line with State law.

Sponsors: Badri Lankella And John P. Guequierre

Legislative History

12/19/25 Attorney's Office Referred for Introduction
Board of Public Works (1/14/26), Common Council (1/27/26)

85. **91435** Creating Section 15.01(665) of the Madison General Ordinances entitled “City Boundaries" and being part of the chapter entitled “Alder Districts and Wards" attaching lands located adjacent to the Birchwood Point and 1000 Oaks subdivisions from the Town of Middleton , creating Section 15.02(137) of the Madison General Ordinances to attach the property to Ward 137, amending 15.03(1) to add Ward 137 to Alder District 1, and assigning a temporary zoning classification of Temp. A (Agricultural) District. (District 1)

Sponsors: Satya V. Rhodes-Conway

Attachments: May Attachment Worksheet_Initial_01-05-26.pdf
Attachment Map_May-Moore-Sugar Maple.pdf
Attachment Map_Watts Road.pdf

Legislative History

1/7/26 Attorney's Office Referred for Introduction
Common Council (1/27/26)

86. **91437** Repealing Section 9.12, repealing and recreating Section 33.17 to combine the Vending Oversight Committee and Economic Development Committee into the new Business and Economic Resources Committee (BERC), and updating references throughout the Madison General Ordinances.

Sponsors: Satya V. Rhodes-Conway, John W. Duncan, Sabrina V. Madison And Michael E. Verveer

Legislative History

1/7/26 Attorney's Office Referred for Introduction
Common Council Executive Committee (2/10/26), Economic Development Committee (1/21/26), Vending Oversight Committee (1/28/26), Common Council (2/24/26)

Resolutions

87. **91151** Approving a Certified Survey Map of property owned by the Samuel L. and Elaine A. Gundlach Survivor's Trust located at 7604 Femrite Drive (District 16).

Sponsors: Planning Division

Attachments: Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf

Legislative History

12/5/25 Planning Division Referred for Introduction
Common Council (1/27/26)

88. **91294** Approving a Certified Survey Map of property owned by 2211 Fordem Ave, LLC located at 2103 Sherman Avenue (District 12).

Sponsors: Planning Division

Attachments: CSM Application.pdf
CSM Letter of Intent.pdf
Proposed CSM.pdf

Legislative History

12/18/25 Planning Division Referred for Introduction
Plan Commission (2/2/26), Common Council (2/10/26)

89. **91295** Approving a Certified Survey Map of property owned by Kathryn A. K. McQueen located at 1109 Seminole Highway (District 10).

Sponsors: Planning Division

Attachments: Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf

Legislative History

12/18/25 Planning Division Referred for Introduction
Plan Commission (2/2/26), Common Council (2/10/26)

90. **91301** Approving a Certified Survey Map of property owned by Voell Real Estate, LLC located at 999 S Park Street (District 13).

Sponsors: Planning Division

Attachments: CSM Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf

Legislative History

12/18/25 Planning Division Referred for Introduction
Common Council (2/10/26)

91. **91322** Authorizing the Mayor and City Clerk to enter into a competitively selected, 1-year service contract with four optional 1-year renewal terms for ambulance billing with Med-Bill Corporation.

Sponsors: Satya V. Rhodes-Conway

Legislative History

12/23/25 Mayor's Office Referred for Introduction
Finance Committee (1/20/26), Common Council (1/27/26)

92. **91350** Recreate the classification of Library Maintenance Coordinator in CG 15, Range 11; delete the 1.0 FTE position #4092 of Maintenance Mechanic 2 - Local 236 and recreate it as Library Maintenance Coordinator.

Sponsors: Director of Human Resources

Attachments: PB Memo Library Maintenance Coordinator Final.pdf

Legislative History

12/22/25 Human Resources Department — Referred for Introduction

Finance Committee (1/20/26), Personnel Board (1/15/26), Common Council (1/27/26)

93. **91378** Authorizing the Mayor and City Clerk to execute a cost sharing agreement for the construction of the Madison LakeWay Community Causeway Improvements. (District 13, District 4)

Sponsors: Tag Evers And Michael E. Verveer

Attachments: Madison LakeWay Cost Sharing Agreement (Final).pdf

Legislative History

1/2/26 Parks Division — Referred for Introduction

Finance Committee (1/20/26), Common Council (1/27/26)

94. **91390** Authorizing a noncompetitive service contract with Community Action Coalition for South Central Wisconsin, Inc for program management services for the City of Madison-Dane County Double Dollars Program.

Sponsors: Regina M. Vidaver, Tag Evers And Bill Tishler

Attachments: Non-Competitive Selection Request - Community Action Coalition for South Cer

Legislative History

1/5/26 Economic Development Division — Referred for Introduction

Finance Committee (1/20/26), Common Council (1/27/26)

95. **91400** Delete the classification of Fire Administrative Services Manager from CG18, R12 in the salary schedule and recreate the classification in CG18, R14. Recreate position #2152 as Fire Administrative Services Manager (CG18, R14) and reallocate the employee.

Sponsors: Director of Human Resources

Attachments: PB Memo MFD Admin Services Manager.pdf

NEW Position Description_Fire Admin Services Manager_2025.pdf

Legislative History

1/5/26 Human Resources Department — Referred for Introduction

Finance Committee (1/20/26), Personnel Board (1/15/26), Common Council (1/27/26)

96. **91404** Delete the classification of Librarian 3 in CG18, Range 8. Create the classifications of Library Supervisor 1, 2, and 3, in CG18, Ranges 8, 9 and 10, respectively. Recreate Librarian 3 position #5171 as a Library Supervisor 1. Recreate Librarian 3 positions #3403, 3702, 4003 and 4292 as Library

Supervisor 2. Recreate Librarian 3 positions #485 and 4177 as Library Supervisor 3. Recreate Librarian Supervisor positions #449 and 4293 as Library Supervisor 3, and reallocate all employees to the new positions.

Sponsors: Director of Human Resources

Attachments: PB Memo Librarian 3.pdf
Library Supervisor 1-3 10-2025.pdf

Legislative History

1/6/26 Human Resources Department — Referred for Introduction
Finance Committee (1/20/26), Personnel Board (1/15/26), Common Council (1/27/26)

97. **91405** Authorizing the noncompetitive purchase of renewable diesel from Hartland Fuel Products LLC.

Sponsors: Satya V. Rhodes-Conway, John P. Guequierre And Derek Field

Attachments: Non-Competitive Selection Request - Hartland Fuel Products LLC.pdf

Legislative History

1/6/26 Fleet Service — Referred for Introduction
Finance Committee (1/20/26), Common Council (1/27/26)

98. **91407** Approving revised roadway geometry for the construction of S High Point Rd from Mid Point Meadows Plat to Raymond Rd. (District 1, District 7)

Sponsors: John W. Duncan And Badri Lankella

Attachments: Project Overview-revised.pdf

Legislative History

1/6/26 Engineering Division — Referred for Introduction
Transportation Commission (1/21/26), Common Council (1/27/26)

99. **91431** Authorizing Metro Transit to use Cummins, Inc.; Gillig, LLC, Transit Holding, Inc. (dba New Flyer); Clever Devices, Inc; Interstate Power Systems, Inc.; and SPX Corporation as sole source providers for bus parts that only they manufacture and are necessary for the full lifecycle of a bus.

Sponsors: Satya V. Rhodes-Conway

Attachments: sole source projections.pdf
Non-Competitive Selection Request - Transit Holding Inc. (DBA New Flyer).pdf
Non-Competitive Selection Request - SPX Corporation.pdf
Non-Competitive Selection Request - Interstate Power Systems.pdf
Non-Competitive Selection Request - Gillig.pdf
Non-Competitive Selection Request - Cummins.pdf
Non-Competitive Selection Request - Clever Devices.pdf

Legislative History

1/6/26 Metro Transit — Referred for Introduction
Finance Committee (1/20/26), Common Council (1/27/26)

100. **91434** Authorizing a contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the City

of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.

Sponsors: Satya V. Rhodes-Conway

Legislative History

1/7/26 Fire Department Referred for Introduction
Finance Committee (1/20/26), Common Council (1/27/26)

101. 91436

Approving State / Municipal Agreement for Transportation Alternatives Program (TAP) Project I.D. 5992-10-42/43/51 for Capital City Path Extension and authorizing the Mayor and City Clerk to execute this agreement with the State of Wisconsin Department of Transportation for construction cost sharing and State design review costs. (District 16)

Sponsors: Sean O'Brien

Legislative History

1/7/26 Engineering Division Referred for Introduction
Board of Public Works (1/15/26), Finance (1/20/26), Common Council (1/27/26)

102. 91438

Authorizing the Mayor and City Clerk to enter into a three year, competitively selected service contract with Dimension IV - Madison, LLC for professional architectural and engineering design consulting services. (District 16)

Sponsors: Sean O'Brien, John P. Guequierre And Badri Lankella

Attachments: Utility Mtl Handling Site - AE Selection Eval Report_R1.pdf

Legislative History

1/7/26 Engineering Division Referred for Introduction
Board of Public Works (1/14/26), Finance Committee (1/20/26), Common Council (1/27/26)

103. 91439

Approving adjustments to the Building Improvement Grant Program.

Sponsors: Satya V. Rhodes-Conway And John W. Duncan

Attachments: BIG Application-2026 Update.pdf
BIG Program Summary - 2026 Update.pdf

Legislative History

1/7/26 Economic Development Division Referred for Introduction
Economic Development Committee (1/21/26), Finance Committee (1/20/26), Common Council (1/27/26)

104. 91451

Amending the “Regulations Governing Vending on the State Street Mall/Capitol Concourse” and “Regulations Governing Vending in High Density Vending Areas” to replace references to the Vending Oversight Committee and MGO 9.12 with the Business and Economic Resources Committee and MGO 33.17, to coincide with the ordinance merging the VOC and EDC into the BERC.

Sponsors: Satya V. Rhodes-Conway, John W. Duncan, Sabrina V. Madison And Michael E. Verveer

Legislative History

1/7/26 Attorney's Office Referred for Introduction
Common Council Executive Committee (2/10/26), Economic Development Committee (1/21/26), Vending Oversight Committee (1/28/26), Common Council (2/24/26)

Licenses

105. 91271

Public Hearing - New License
Apple Madison Inc • dba Applebee's Neighborhood Grill & Bar + IHOP (Store #87065)
4710 East Towne Blvd • Agent: Walter Salaverria
Estimated Capacity (in/out): 180
Class B Combination Liquor & Beer • 11% alcohol, 89% food
Police Sector 632 (District 17)

Attachments: LICLIB-2025-01067 App.pdf
LICLIB-2025-01067 Supplemental.pdf
4710 East Towne Blvd map.pdf

Legislative History

12/17/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

106. 91272

Public Hearing - New License
Shirdisai LLC • dba Eloura
10 W Mifflin St • Agent: Kaylyani Venkatraman
Estimated Capacity (in/out): 178
Class B Combination Liquor & Beer • 20% alcohol, 80% food
Police Sector 406 (District 4)

Attachments: LICLIB-2025-01080 App.pdf
LICLIB-2025-01080 Supplemental.pdf
10 W Mifflin St map.pdf

Legislative History

12/17/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

107. 91273

Public Hearing - New License
Latino Management LLC • dba Fiesta Liquor & Market
706 W Badger Rd • Agent: Ana Mujica Ponce
Class A Beer, Class A Liquor
Police Sector 310 (District 14)

Attachments: LICLIA-2025-01062 App.pdf
LICLIA-2025-01062 Supplemental.pdf
706 W Badger Rd map.pdf

Legislative History

12/17/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

108. 91274

Public Hearing - New License
Refuel Pantry Inc • dba Refuel Pantry
1010 N Sherman Ave • Agent: Harinder Singh

Class A Beer, Class A Cider
Police Sector 503 (District 12)

Attachments: LICLIA-2025-01082 App.pdf
LICLIA-2025-01082 Supplemental.pdf
1010 N Sherman Ave map.pdf

Legislative History

12/17/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

109. **91275**

Public Hearing - New License
Vakratunda LLC • dba Courtyard Madison East
2502 Crossroads Dr • Agent: Vasant Patel
Estimated Capacity (in/out): 127/0
Class B Combination Liquor & Beer • 10% alcohol, 90% food
Police Sector 633 (District 17)

Attachments: LICLIB-2025-01085 App.pdf
LICLIB-2025-01085 Supplemental.pdf
2502 Crossroads Dr map.pdf

Legislative History

12/17/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

110. **91276**

Public Hearing - New License
Dhanadaya LLC • dba Fairfield Inn & Suites Madison East
2702 Crossroads Dr • Agent: Vasantlal Patel
Class A Beer, Class A Liquor
Police Sector 633 (District 17)

Attachments: LICLIA-2025-01084 App.pdf
LICLIA-2025-01084 Supplemental.pdf
2702 Crossroads Dr map.pdf

Legislative History

12/17/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Presentation of Claims Against the City

Claims - Refer to the Risk Manager

111. **91120** J. Zloza - Criminal Corruption - $30,000,000.00

112. **91123** C. Lawinger - Property Damage - $2,488.01

113. **91126** E. Burtch - Vehicle Damage - $87.58

114. 91129 Adams Outdoor Advertising - Constitutional Violations - $7,000,000.00

115. 91185 Mt. Olive Lutheran Church - Property Damage - $6,250.00

116. 91186 W. Hinkson - Vehicle Damage - $15,000.00

117. 91196 G. Hughes - Vehicle Damage - $6,276.09

118. 91210 S. Glazer - Vehicle Damage - $500.00

119. 91267 H. Flanagan - Vehicle Damage - $500.00

120. 91279 WBMI - Vehicle Damage - Amount to be determined

121. 91282 K. Thao - Property Damage - $484.11

122. 91286 C. Ruiz - Vehicle Damage - $4,030.69

123. 91292 J. Westphal - Property Damage - $4.00

124. 91300 B. O'Connor - Property Damage - $1,266.68

125. 91304 C. Caver - Vehicle Damage - $5,312.93

126. 91325 S. Lasco - Vehicle Damage - $385.78

127. 91355 D. Gipson-Richmond - Vehicle Damage - $186.04

128. 91358 S. Smith - Vehicle Damage - $2,966.57

129. 91410 S. Clacks - Vehicle Damage - $9,987.00

130. 91414 Progressive Universal Insurance Company - Vehicle Damage - $7,469.44

131. 91417 Attorney Daniel Golden for Wisconsin Medical Project - Displacement - $55,000.00

132. 91420 Attorney Andrew D. Weininger for Fuller and Garrett - Loss of Property Value - $23,000.00

133. 91423 Attorney Andrew D. Weininger for M. Halsted - Loss of Property Value - $52,769.00

134. 91426 P. Mamuti - Vehicle Damage - Amount to be Determined

135. 91429 State Farm - Vehicle Damage - $59.37

The following items were introduced from the floor at the last common council meeting and are on this agenda pursuant to sec. 2.05(1)(b), MGO, solely for the purpose of adding additional referrals.

136. 91152 Documenting Policies for Food Production on City-Owned Land

Sponsors: Regina M. Vidaver, Tag Evers And Bill Tishler

Legislative History

12/5/25	Council Office	Referred for Introduction
	Madison Food Policy Council (1/21/26), Sustainable Madison Committee (1/26/26), Board of Public Works (1/28/26), Water Utility Board (1/28/26), Board of Park Commissioners (2/11/26), Common Council (2/24/26)	
12/9/25	COMMON COUNCIL	Refer to the MADISON FOOD POLICY COUNCIL
	Additional referrals to Sustainable Madison Committee, Board of Public Works, Water Utility Board, and Board of Park Commissioners	
12/9/25	MADISON FOOD POLICY COUNCIL	Referred to the SUSTAINABLE MADISON COMMITTEE
12/9/25	MADISON FOOD POLICY COUNCIL	Referred to the BOARD OF PUBLIC WORKS
12/9/25	MADISON FOOD POLICY COUNCIL	Referred to the WATER UTILITY BOARD
12/9/25	MADISON FOOD POLICY COUNCIL	Referred to the BOARD OF PARK COMMISSIONERS

Announcements & Introductions of Items from the Floor

Adjournment

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89043

File ID:	89043	**File Type:**	Report	**Status:**	Consent Agenda
Version:	1	**Reference:**		**Controlling Body:**	Council Office
				File Created Date :	07/08/2025
File Name:	Consent Agenda Document (1/13/26)			**Final Action:**	
Title:	Consent Agenda Document (1/13/26)				
Notes:					
				CC Agenda Date:	01/13/2026
				Agenda Number:	1.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	lwindsor-engnell@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/08/2025	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER				
	Action Text:	This Report was RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER					

Text of Legislative File 89043

Title
Consent Agenda Document (1/13/26)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90559

File ID:	90559	**File Type:**	License	**Status:**	Council Recessed Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	10/22/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Bombay Blues Inc • dba Bombay Blues
6617 Odana Rd • Agent: Babandeep Gabba
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 10% alcohol, 90% food
Police Sector 218 (District 19)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	2.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-00916 App.pdf, LICLIB-2025-00916 Supplemental.pdf, 6617 Odana Rd map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	10/22/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (11/19/25), Common Council (12/9/25)

1	COMMON COUNCIL	10/28/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	11/19/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Klemons, seconded by Farley, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 90559

Title

Public Hearing - New License
Bombay Blues Inc • dba Bombay Blues
6617 Odana Rd • Agent: Babandeep Gabba
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 10% alcohol, 90% food
Police Sector 218 (District 19)

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

42

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-00916
(License number)

19 Guequierre 218
(Alder District #) (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☒ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.

   BOMBAY BLUES, INC

2. Trade Name (doing business as) BOMBAY BLUES

3. Address to be licensed 6617 ODANA ROAD, MADISON, WI 53719

4. Mailing address 212 E VERONA AVENUE, WI 53593

5. Anticipated opening date 10/01/2025

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   THE TOTAL SIZE OF THE PREMISE IS 9687 SQ/FT WITH A DINING CAPACITY OF 50 PERSONS.

   THE ALCOHOL WILL BE SERVED AT THE DINNER TABLES ONLY WITH FOOD. NO ALCOHOL SHALL

   BE SERVED WITHOUT FOOD. WE WILL CARRY NO MORE THAN 10 CASES OF BEER, WHICH WILL

   BE STORED IN THE WALK-IN COOLER INSIDE THE KITCHEN.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 50 Outdoor: N/A

10. Describe existing parking and how parking lot is to be monitored.

    Shared parking with other Tenants on the western end of the building.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Babandeep Gabba

13. City, state in which agent resides WAUNAKEE, WISCONSIN

14. How long has the agent continuously resided in the State of Wisconsin? 4 YEARS

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed _____.

16. State and date of registration of corporation, nonprofit organization, or LLC.

    WISCONSIN & 08/27/2025

17. In the table below list the directors of your corporation or the members of your LLC.
    ☒ Attach background check forms for each director/member.

Title	Name	City and State of Residence
PRESIDENT	MANMOHAN PASRICHA	WAUNAKEE, WI
VICE PRESIDENT	BABANDEEP GABBA	WAUNAKEE, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    BABANDEEP GABBA

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10AM-12AM	10AM -12AM	10AM -12AM	10AM -12AM	10AM -12AM	10AM - 12AM	10AM-12AM
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Indian Food and Drinks

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
10 % Alcohol 90 % Food --- % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2026.

38. State Seller's Permit 456-103215659304

39. Federal Employer Identification Number 39-4012846

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person MANMOHAN S PASRICHA

Business phone 6083547872 Business e-mail address MAXCUSTOMTAILOR@GMAIL.COM

Preferred language ENGLISH

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ 09/11/2025

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only
Upon Application Submission, the Clerk's Office issued to the application: ☐ Orange sign ☐ Orange business card ☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information		
Date complete application filed with Clerk's Office _____ Date of ALRC meeting _____ Date license granted by Common Council _____ Date provisional issued _____ Date license issued _____		

Bombay Blues Food Menu

Appetizers

Chicken

Claypot Tandoor-iffic
(chickenmarinated in yogurt and spices and roasted in a tandoor, a cylindrical clay oven.)

Sheek Saari duo
(juicy, spiced ground meat of chicken and lamb kebabs in warm naan bread with fresh toppings and a cooling sauce.)

Cream Dream
(Tender, creamy, and aromatic chicken marinated in yogurt, cream, and mild spices, grilled to perfection with a hint of smokiness.)

Skewered Spice Chicken tiké
(Experience our artfully prepared kebabs featuring juicy, bite-sized pieces of boneless chicken marinated OVERNIGHT in a rich, tangy blend of yogurt, ginger, garlic, and traditional spices like cumin and coriander. Cooked over charcoal until slightly charred, each bite is tender, moist, and bursting with flavor. Served with fresh lemon and onion.)

Butter Chicken Wings
(An Indian-American fusion. We start with extra crispy chicken wings, then toss them in our lusciously creamy and perfectly balanced makhani sauce, made with butter, cream, and fragrant spices.)

Chilly Willy
(Our take on the classic Indo-Chinese street food. Marinated chicken pieces are fried to a perfect golden crisp, then wok-tossed in a rich, bold sauce of ginger, garlic, chilies, soy sauce, and a hint of vinegar. Served with your choice of gravy or dry.)

Lamb

Fire-Grilled Lamb Chops
Inspired by the legendary cuisine of Bombay,these opulent lamb chops are marinated in a luscious blend of yogurt, cream, and a fragrant medley of authentic spices. They are grilled to a succulent finish, promising an unforgettable taste of Mughal-era indulgence.

Bhuna Lamb

(Our take on a traditional slow-cooked classic beloved British-Indian favorite known for its rich, bold flavors. We use bone-in lamb for maximum flavor, braised until

melt-in-your-mouth tender in a dark, luscious gravy of golden onions, fresh ginger, and tomatoes. The signature "bhuna" technique intensifies the spices, creating a deeply aromatic and satisfying dish)

Bombay Blues Special 65

(Crispy, spicy, and irresistible. Tender mutton pieces are marinated with traditional spices and deep-fried to create this classic, fiery starter.)

Fish

Silk Route Salmon
(Crispy, golden-fried Salmon fillets seasoned with carom seeds (ajwain), ginger, garlic, and traditional spices. A popular street food from Amritsar,served with fresh mint chutney and a squeeze of lemon)

Signature Achari Fish
(Experience the bold flavors of the pickle jar, transformed. Tender fish is infused with a zesty and vibrant achari spice mix, featuring mustard, fenugreek, and fennel seeds. The perfect appetizer for those who love a smoky, tangy, and spicy kick.)

The Bombay Blues Sizzler
(A satisfying platter of almost all the appetizers of chicken,lamb and fish bites served with naan bread and salads, perfect for sharing)

Vegetarian

Appetizers

Beetroot Galouti Kebabs
(Crafted in the tradition of the toothless Nawabs of Lucknow, these legendary "melt-in-the-mouth" vegetarian kebabs are a culinary masterpiece. Our chefs meticulously blend finely grated beetroot with rich spices, cashews, and rose petals for an exceptionally soft and aromatic experience.)

Paneer Tiranga Tikka

(tri-colored appetizer featuring cubes of soft Indian cottage cheese (paneer) and vegetables marinated in three distinct, flavorful yogurt-and-spice mixes. The dish is named tiranga (meaning "tricolor" in Hindi) because it is prepared to resemble the colors of the Indian national flag—saffron, white, and green.)

Chilly Willy Paneer
Our take on the classic Indo-Chinese street food. Marinated cottage cheese pieces are fried to a perfect golden crisp, then wok-tossed in a rich, bold sauce of ginger, garlic, chilies, soy sauce, and a hint of vinegar. Served with your choice of gravy or dry.)

The Great Mushroom Roast

(Button mushrooms and vegetables, marinated overnight in a luscious blend of hung curd, cashew paste, and aromatic spices. Cooked in a clay oven until tender, developing a creamy texture and balanced smoky flavor. A favorite party starter, best enjoyed with a squeeze of lemon and a sprinkle of chaat masala.)

Paneer Franky

(Taste the streets of Mumbai with our signature Paneer Frankie. A hearty, hand-held wrap with a spiced paneer and vegetable filling, wrapped in a fresh, warm flatbread. Topped with zesty chutneys and fresh onions for an authentic street-style experience.)

Main course

Vegetarian

Dal Makhani
(The ultimate Indian comfort food. This rich and creamy curry is made with whole black lentils and kidney beans cooked slowly until tender. It's perfectly spiced and finished with a swirl of cream and butter for a hearty, satisfying meal.)

The Tawa Medley

Experience the bold flavors of the Indian streets with our signature Mix Veg Tawa Masala. A colorful medley of vegetables is expertly seared on a heavy iron griddle, developing a delightful charred and smoky depth. The vegetables are then coated in our chef's special, house-ground masala, creating a dish that is robust, aromatic, and perfectly balanced with savory, spicy, and tangy notes.

Kadai paneer

Kadai paneer is a popular North Indian dish featuring cubes of paneer (Indian cottage cheese), bell peppers, and onions in a rich, flavorful tomato-onion gravy. The dish gets its name from the kadai, the thick, deep, wok-like pan in which it is traditionally prepared.

Butterlicious paneer

The rich and creamy Indian curry made with soft cubes of paneer (Indian cottage cheese) simmered in a silky, vibrant tomato-and-cashew gravy. Also known as butter paneer, it is a staple of North Indian cuisine and a popular restaurant and home-cooked dish.

Spinach Cheese Delight

(fusion Indian dish combining the creamy, buttery, and mildly sweet tomato gravy of paneer butter masala with the earthy, spiced leafy greens found in traditional saag paneer. It is a rich, flavorful, and indulgent vegetarian curry not found in

traditional Indian cuisine.)

Non Vegetarian

Butter chicken
A classic Indian dish featuring marinated and grilled chicken (often tandoori) simmered in a rich, creamy, mildly spiced, and buttery tomato-based gravy with a sweet and tangy flavor profile.

Kadai chicken
Also known as chicken karahi, is a popular North Indian and Pakistani dish featuring tender chicken cooked in a thick, spicy, and tangy tomato and onion-based gravy. The dish gets its name from the traditional heavy, circular iron wok, or kadai, in which it is prepared.

Spinach chicken
Consisting of tender chicken pieces simmered in a thick, creamy, spiced sauce made from a mixture of leafy greens, most commonly spinach, but sometimes including other greens like kale or collard greens. It's known for its earthy, spicy flavor profile, with the velvety green sauce creating a comforting and hearty curry.

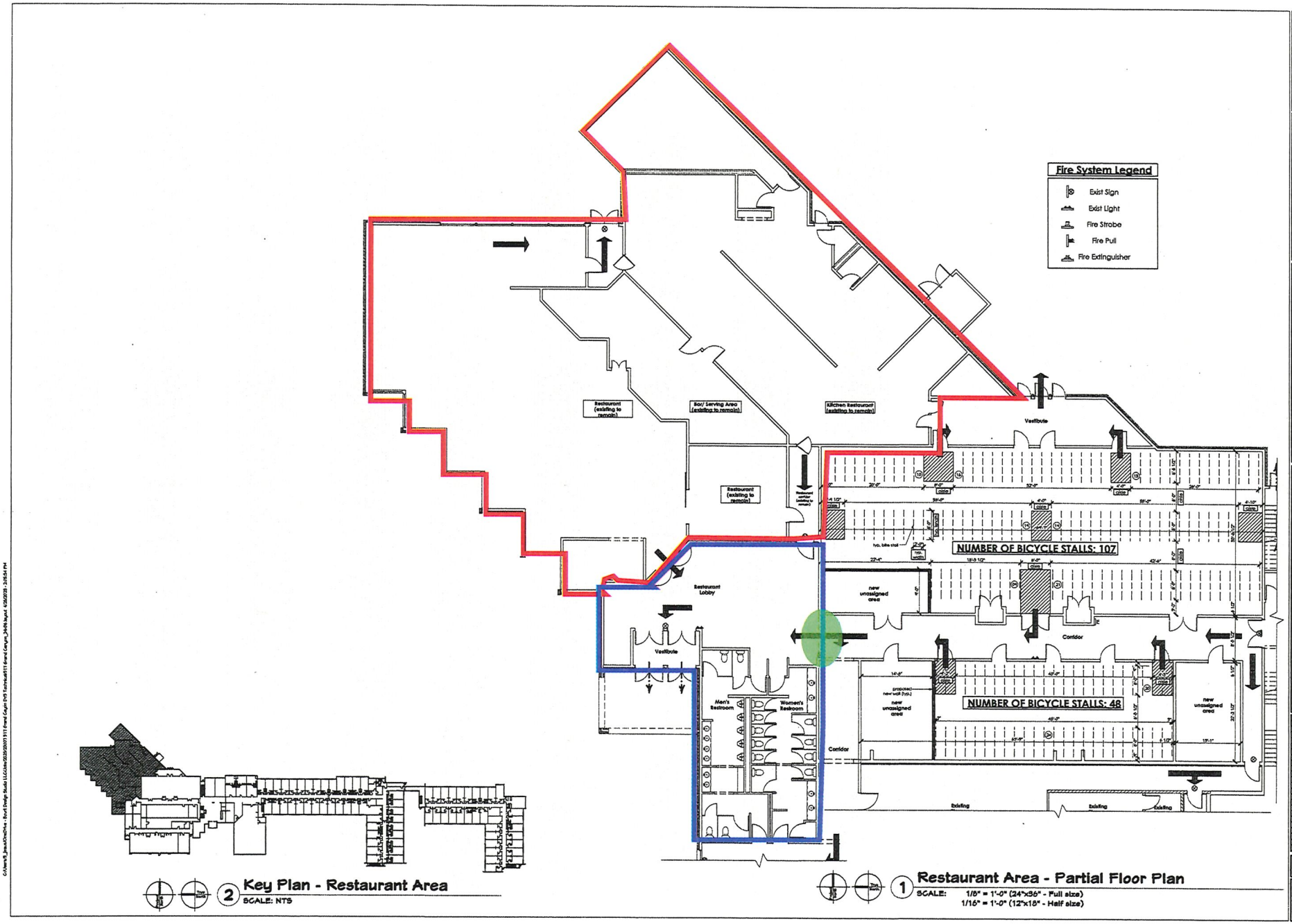
Chicken tikka masala
This popular dish consisting of marinated, grilled chicken pieces (tikka) simmered in a creamy, spiced tomato-based sauce (masala) It features an aromatic flavor profile from ingredients like ginger, garlic, cumin, coriander, garam masala, and often features a rich, orange-colored sauce made with tomatoes and cream.)

Rice and biryani

- Steamed basmati rice
- Saffron ghee rice
- Jeera rice
- Chicken biryani
- Lamb biryani
- Egg biryani
- Veg pulao

Breads and naan

- Plain naan
- Butter naan
- Cheese naan
- Onion naan
- Prantha
- Tawa RottiAppetizers



2 Key Plan - Restaurant Area
SCALE: NTS

1 Restaurant Area - Partial Floor Plan
SCALE: 1/8" = 1'-0" (24"x36" - Full size)
1/16" = 1'-0" (12"x18" - Half size)

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CONSTRUCTION DOCUMENTS

Bourii Design Studio, LLC
5425 Odana Road, Suite 2
Madison, Wisconsin 53711
608-535-5409 www.BouriiDesign.com

Existing Building Alteration Level-2 Conversion of Hotel to Multi-family for
VIVO Living Madison, LLC
517 Grand Canyon Drive, Madison, WI, 53719

revision index		
#	date	reference

project: 25001
date: 1/25/22
drawn by: je

A1.4

Business Plan: Bombay Blues
Date: October 26, 2023
Business Name: Bombay Blues
Address: 6617 Odana Road, Madison, WI 53719
Operating Hours: 10:00 AM - 12:00 Midnight, 7 Days a Week
Core Concept: A modern, family-friendly Indian restaurant offering authentic regional cuisine, a warm atmosphere, and a unique policy of serving alcohol only with food to emphasize the culinary experience.

1.0 Executive Summary
Bombay Blues is a new Indian restaurant poised to launch at 6617 Odana Road in Madison, Wisconsin. Our concept is to provide a genuine and elevated Indian dining experience that caters to both the lunch and dinner crowds, as well as late-night seekers of quality food. Unlike typical bars, we will serve beer, wine, and curated cocktails exclusively with food orders, reinforcing our focus on cuisine and a comfortable, family-oriented environment.

We will operate from 10:00 AM to midnight daily, capturing the lunch, dinner, and late-night markets. Our menu will feature classics from North and South India, including Tandoori specialties, Biryanis, and a dedicated vegetarian/vegan section. Occasional live music nights will enhance our community presence and draw in new customers. The Odana Road corridor is a high-traffic retail area with strong demographics that align with our target market. Bombay Blues aims to become a staple in Madison's diverse culinary scene by offering exceptional food, consistent service, and a memorable atmosphere.

2.0 Company Description
- **Business Name:** Bombay Blues
- **Legal Structure:** Small Business Corporation (S-Corp)
- **Location:** 6617 Odana Road, Madison, WI 53719
- **Mission Statement:** To bring the authentic and diverse flavors of India to Madison by using traditional cooking methods and high-quality ingredients, served in a welcoming and vibrant setting.
- **Vision Statement:** To be recognized as Madison's premier destination for Indian cuisine and a beloved community gathering place.

3.0 Concept, Products, and Services
Core Concept: Modern Indian cuisine with a focus on authenticity and accessibility.
Menu Offerings:
- **Lunch (10:30 AM - 3:00 PM):** Quick-service lunch buffet (weekdays) and an extensive à la carte menu featuring wraps, thalis (platters), and classic entrees.
- **Dinner (5:00 PM - 11:30 PM):** Full-service à la carte dining with an expansive menu of appetizers, Tandoori grills, curries, biryanis, and breads.
- **Late-Night (10:00 PM - Midnight):** A condensed menu featuring popular, quickly-served items like kebabs, samosas, and biryani for the post-theater, post-game, and evening crowd.

- **Weekend Brunch (10:00 AM - 2:00 PM):** A special menu featuring Indian-inspired brunch items (e.g., Masala Omelets, Keema Pav, Uttapam).

Beverage Service:

- **Alcohol Policy:** Alcohol (draft/craft beer, wine, signature cocktails like Mango Lassi Mojitos) will be served **only with a food order**. This policy ensures a dining-focused atmosphere and aligns with our family-friendly brand.
- **Non-Alcoholic:** Traditional drinks like Mango Lassi, Sweet/Salted Lassi, Masala Chai, and a selection of premium teas and soft drinks.

Special Features:

- **Music Nights:** Monthly events featuring live traditional Indian music (Sitar, Tabla) or acoustic sets to create a unique ambiance without becoming a loud bar scene.
- **Catering:** Build a dedicated catering menu for local businesses, universities, and private events.
- **Online Ordering & Delivery:** Partner with major third-party apps (Uber Eats, DoorDash) and develop an in-house system for pick-up orders to maximize reach.

4.0 Market Analysis

Target Market:

- **Primary:** Residents of Madison's west side and surrounding suburbs (Middleton, Verona). Families, professionals (30-65), and empty-nesters with mid-to-high disposable income who appreciate quality dining.
- **Secondary:** University of Wisconsin students, faculty, and staff seeking a change from typical fast food; tourists and visitors to the area; and the local Indian community seeking authentic cuisine.

Competition:

- **Direct:** Other Indian restaurants in Madison. We will differentiate through our extended hours, modern atmosphere, unique alcohol policy, and focus on consistent, high-quality food.
- **Indirect:** All other dining options on the busy Odana Road corridor (e.g., chain restaurants, other ethnic cuisines). Our unique value proposition will help us compete for a share of the dining budget.

Demographics: The west side of Madison is affluent, well-educated, and has a high concentration of families. The area has a growing interest in diverse, authentic, and high-quality culinary experiences.

5.0 Marketing and Sales Strategy

Phase 1: Pre-Launch (2-3 Months Before Opening)

- **Website & Social Media:** Launch Instagram, Facebook, and Google Business Profile. Build hype with "coming soon" posts, behind-the-scenes content, and menu teasers.

- **Local PR:** Send press releases to local news outlets (Isthmus, Cap Times, Wisconsin State Journal) and food bloggers.
- **Email List:** Build an early-bird email list offering a discount on the first meal.

Phase 2: Grand Opening (First Month)

- **Soft Opening:** Invite local influencers, food critics, and neighbors for a soft opening to gather reviews and generate buzz.
- **Launch Promotion:** Offer a "15% off entire bill" promotion for the first week.
- **Direct Mail:** Send postcards with offers to households in a 3-mile radius.

Phase 3: Ongoing Operations

- **Loyalty Program:** Implement a digital punch card or points system for repeat customers.
- **Community Engagement:** Participate in local festivals and sponsor community events.
- **Email Marketing:** Send monthly newsletters featuring new dishes, music night schedules, and special offers.
- **Online Reputation:** actively manage and respond to all Google and Yelp reviews.

6.0 Management Team

- **Proprietor/General Manager:** [Your Name], with experience in [mention your relevant experience, e.g., restaurant management, business administration, or a passion for Indian cuisine and hospitality].
- **Head Chef:** To be hired—a highly experienced chef specializing in North and South Indian cuisines with a proven track record.
- **Key Hires:** An experienced restaurant manager, a dedicated marketing/social media coordinator, and seasoned front-of-house and kitchen staff.

7.0 Operations Plan

- **Hours of Operation:** 10:00 AM - 12:00 AM, 7 days a week.
- **Facility:** 2,500 sq. ft. space with an estimated seating capacity of 80-100. Layout will include dining area, open kitchen view of Tandoor oven, takeout counter, and restrooms.
- **Suppliers:** Establish relationships with local produce suppliers (e.g., Dane County Farmers' Market vendors) and national specialty distributors for authentic Indian spices and ingredients.
- **Technology:** Point-of-Sale (POS) system with integrated online ordering, inventory management, and reservation capabilities.
-

8.0 Financial Plan

Key Revenue Assumptions:

- Average Lunch Ticket: $18
- Average Dinner Ticket: $32
- Estimated Seat Turnover: 1.5x daily

- Gradually increasing capacity utilization from 30% in Month 1 to 65% by Month 12.

Startup Costs (Estimated):

- Kitchen Equipment & Fit-Out: $150,000
- Leasehold Improvements (Decor, Furniture): $100,000
- Initial Inventory: $20,000
- Licenses & Permits (Liquor, Food, Health): $5,000
- Marketing (Pre-opening): $10,000
- **Total Estimated Startup Costs: ~$285,000**
-

Projected Monthly Operating Expenses (Estimated):

- Rent: $6,000
- Payroll (Staff of 15-20): $25,000
- Food & Beverage Cost: (30-35% of sales)
- Utilities: $2,500
- Marketing: $1,500
- Loan Repayment: $3,000
- Other (Insurance, etc.): $2,000
- **Total Estimated Monthly Fixed Costs: ~$40,000 (before COGS)**

November 2025 ALRC New License

Class A Licenses.csv

All items

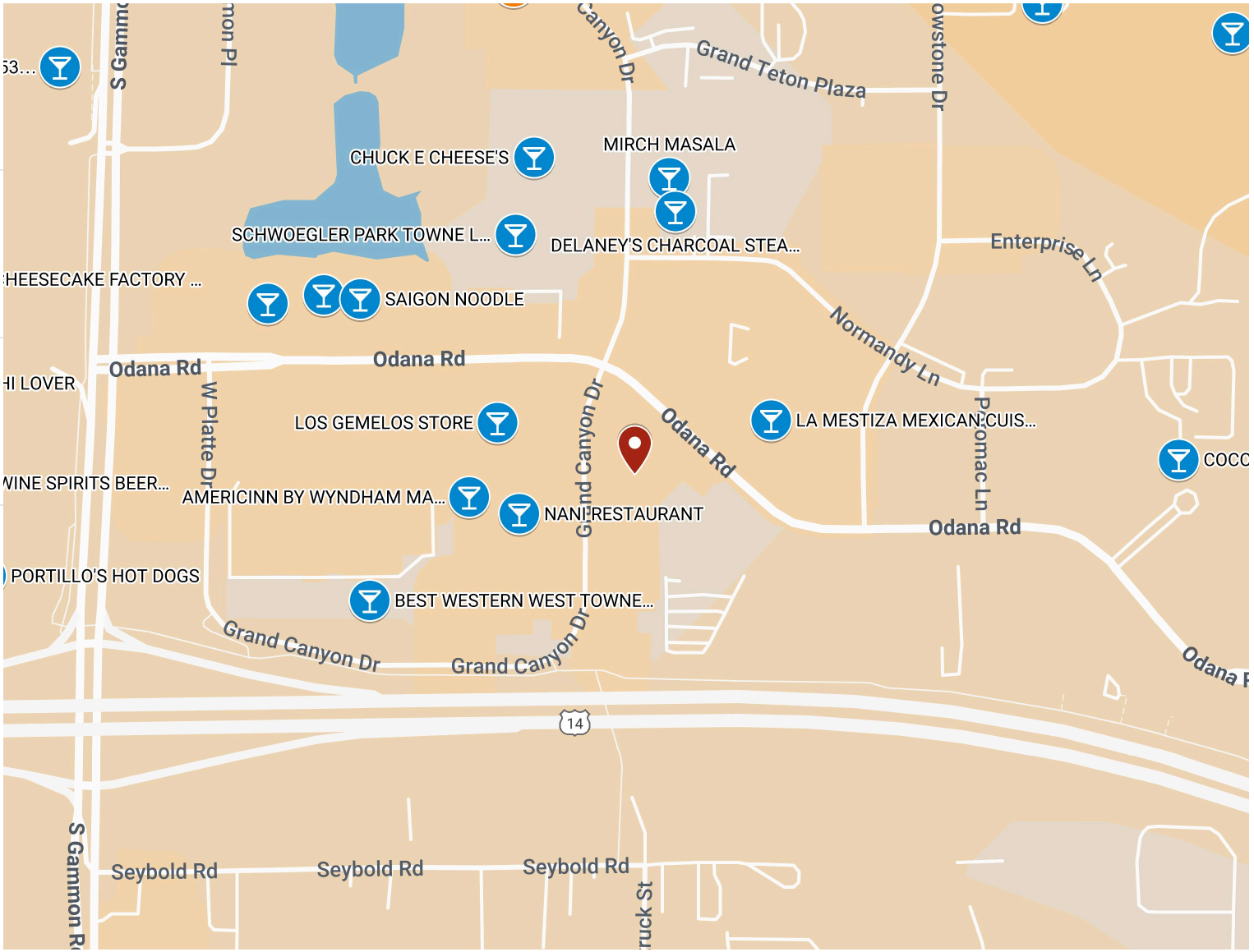
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90560

File ID:	90560	**File Type:**	License	**Status:**	Council Recessed Public Hearing
Version:	2	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	10/22/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Luna's Market LLC • dba Luna's Market
2328 S Park St • Agent: Mariam Maldonado
Class A Beer, Class A Liquor
Police Sector 309 (District 14)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 3.

Sponsors:

Effective Date:

Attachments: LICLIA-2025-00927 App.pdf, LICLIA-2025-00927 Floor Plan.pdf, 2328 S Park St map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	10/22/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (11/19/25), Common Council (12/9/25)

1	COMMON COUNCIL	10/28/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	11/19/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Klemons, seconded by Farley, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

One registration in support.

Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

2	COMMON COUNCIL	12/09/2025	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

2	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - RECESSED PUBLIC HEARING			Pass

Action Text: A motion was made by Glenn, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - RECESSED PUBLIC HEARING. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 90560

Title

Public Hearing - New License
Luna's Market LLC • dba Luna's Market
2328 S Park St • Agent: Mariam Maldonado
Class A Beer, Class A Liquor
Police Sector 309 (District 14)

59

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIA-2025-00927
(License number)

14 (Alder District #) C-309 (Police Sector)

Office Use Only

Class A: ☑ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☑ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.
   Luna's Market
2. Trade Name (doing business as) Luna's Market
3. Address to be licensed 2328 S Park Street, Madison WI 53711B
4. Mailing address 2010 Red Arrow Trl Madison WI 53711B
5. Anticipated opening date 10/15/2025
6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?
   ☐ No ☑ Yes (explain) Graciela Nuñez Luna
7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☐ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.
   Back of the store, coolers, towards the front behind the customer service counter.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: N/A Outdoor: N/A

10. Describe existing parking and how parking lot is to be monitored.

   The parking is in a plaza, The plaza has their own Security

11. Was this premises licensed for the sale of liquor or beer during the past license year?

   ☐ No ☒ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Mariam Maldonado

13. City, state in which agent resides Fitchburg WI

14. How long has the agent continuously resided in the State of Wisconsin? 20 years

15. Has the liquor license agent completed the responsible beverage server training course?

   ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

   8/30/23

17. In the table below list the directors of your corporation or the members of your LLC.

   ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Owner	Mariam Maldonado	Fitchburg WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

   N/A

19. Is applicant a subsidiary of any other corporation or LLC?

   ☐ No ☑ Yes (explain) Dana's Groceries LLC

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

   ☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☒ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00
(Class B only) Enter below any hours when food service will not be available, if applicable						
9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00	9:00 - 9:00

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. N/A

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
_____ % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": N/A

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☐ Yes—what kind? N/A

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 25 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 1 4 8 8 5 4 - 0 2

39. Federal Employer Identification Number 33 - 3735526

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Mariam Maldonado

Business phone 608 698 6107 Business e-mail address mmunoz@lunasgroceries.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name N/A

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans, ☑ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

9/25/25
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)	☐ Background investigation form(s)	☐ Floor Plans
☐ FEIN	☐ Form for surrender of previous license	☐ Lease
☐ Written description of premises	☐ *Articles of Incorporation	☐ Business Plan
	☐ *Appointment of Agent	☐ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

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ARCHITECTURE
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INTERIOR DESIGN
MADISON, WI | WAUKESHA, WI

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REVISIONS

NO.	DESCRIPTION	DATE

LUNA'S MARKET (AT VILLAGE ON PARK)
2328 S PARK STREET
MADISON, WI 53713

ISSUED FOR CONSTRUCTION

DATE: 02/14/2025
DRAWING SET: CD DOCUMENTS
PROJECT NO.: 20231117

FIRST FLOOR PLAN (UPDATED 2025-08-11)

A201b

1 A201b FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

November 2025 ALRC New License

Class A Licenses.csv

All items

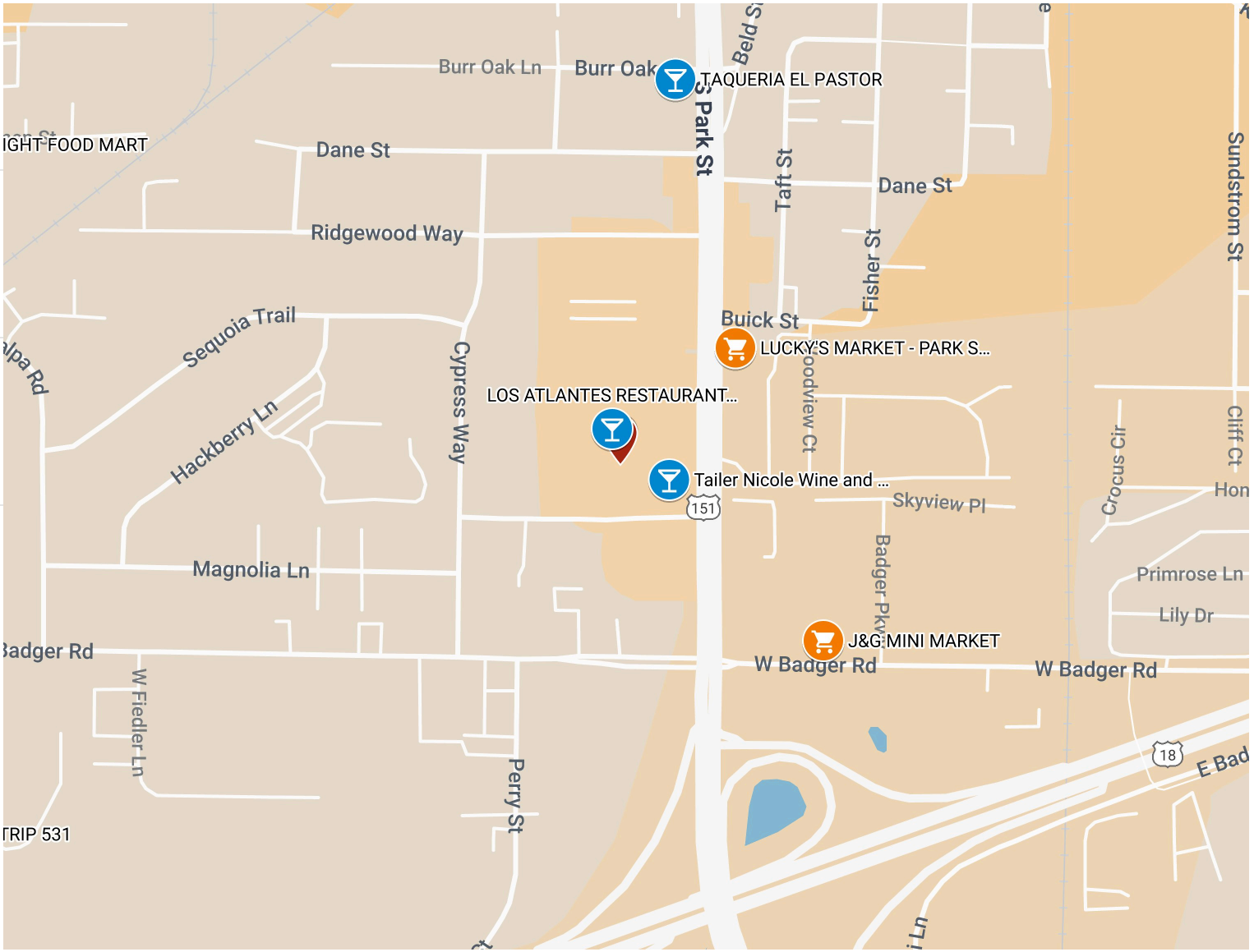
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90561

File ID:	90561	**File Type:**	License	**Status:**	Council Public Hearing
Version:	2	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	10/22/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Madcity Lodging LLC • dba Sleep Inn/MainStay
4802 Tradewinds Pkwy • Agent: Bhavin Patel
Estimated Capacity (in/out): 200/0
Class B Beer • 1% alcohol, 99% food
Police Sector 620 (District 16)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 4.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-00945 App.pdf, LICLIB-2025-00945 Floor Plan.pdf, 4802 Tradewinds Pkwy map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	10/22/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (11/19/25), Common Council (12/9/25)

1	COMMON COUNCIL	10/28/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	11/19/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Farley, seconded by Verveer, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

One registration in support.

Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Table			Pass

Action Text: A motion was made by Verveer, seconded by Westra, to Table. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Take Off The Table			Pass

Action Text: A motion was made by Verveer, seconded by Westra, to Take Off The Table. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

Action Text: A motion was made by Verveer, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 90561

Title

Public Hearing - New License
Madcity Lodging LLC • dba Sleep Inn/MainStay
4802 Tradewinds Pkwy • Agent: Bhavin Patel
Estimated Capacity (in/out): 200/0
Class B Beer • 1% alcohol, 99% food
Police Sector 620 (District 16)

Liquor/Beer License Application

(Agenda Item Number) _____

(Legistar file number) _____

(License number) LICLIB.2025.00945

(Alder District #) 16 (Police Sector) 620

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Madcity Lodging LLC

2. Trade Name (doing business as) Sleep Inn/MainStay

3. Address to be licensed 4802 Tradewinds Pkwy, Madison, WI. 53718

4. Mailing address 4802 Tradewinds Pkwy, Madison, WI. 53718

5. Anticipated opening date _____

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☑ No ☐ Yes (explain)

   _____

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

   _____

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Our Sleep Inn/MainStay is a 157 room hotel located on the southeast corner of Madison. The only are used for sales is our lobby and common breakfast room. All purchases must be made at our front desk. There is a small patio area next of our breakfast room.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: ~~40~~ 100 Outdoor: ~~15~~ 15

10. Describe existing parking and how parking lot is to be monitored.

    Our beverages will only be available for sale to our in house guests.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☑ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Bhavin Patel

13. City, state in which agent resides Oregon, WI

14. How long has the agent continuously resided in the State of Wisconsin? 20 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☑ Yes, date completed 11/23/2023

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin/July 2023

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Member	Bhavin Patel	Oregon, WI
Member	Jagdish Patel	Waunakee, WI
Member	Hitendra Patel	Janesville, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Bhavin Patel

19. Is applicant a subsidiary of any other corporation or LLC?

    ☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☑ Other Hotel

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
-	-	-	-	-	-	-
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
1% % Alcohol _____ % Food 99% % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☑ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☑ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2026.

38. State Seller's Permit 456-10314495550-02

39. Federal Employer Identification Number 93-2125698

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Bhavin Patel

Business phone 608-695-8450 Business e-mail address BobPatel@branchhotelmanagement.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

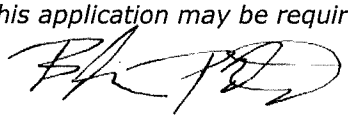
NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.



(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

11/14/2024
(Date)

Clerk's Office checklist for complete applications

- ☑ WI Seller's Permit Certificate (matching articles of incorporation)
- ☑ FEIN
- ☑ Written description of premises
- ☑ Background investigation form(s)
- ☐ Form for surrender of previous license
- ☑ *Articles of Incorporation
- ☐ *Appointment of Agent

* Corporation/LLC only

- ☐ Floor Plans
- ☐ Lease
- ☐ Business Plan
- ☐ **Sample Menu

** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☑ Orange sign ☐ Orange business card

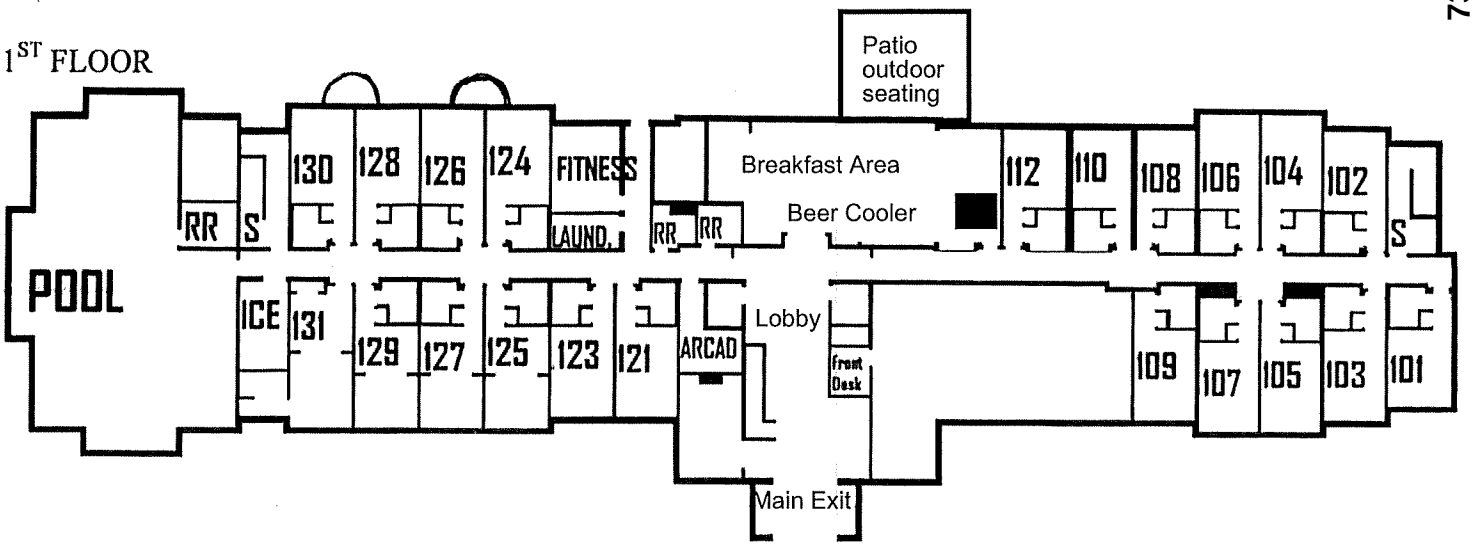
☑ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

1ST FLOOR


Patio
outdoor
seating
Breakfast Area
Beer Cooler
POOL
RR
S
130
128
126
124
FITNESS
LAUND.
RR
RR
112
110
108
106
104
102
S
ICE
131
129
127
125
123
121
ARCAD
Lobby
front
Desk
109
107
105
103
101
Main Exit

November 2025 ALRC New License

Class A Licenses.csv

All items

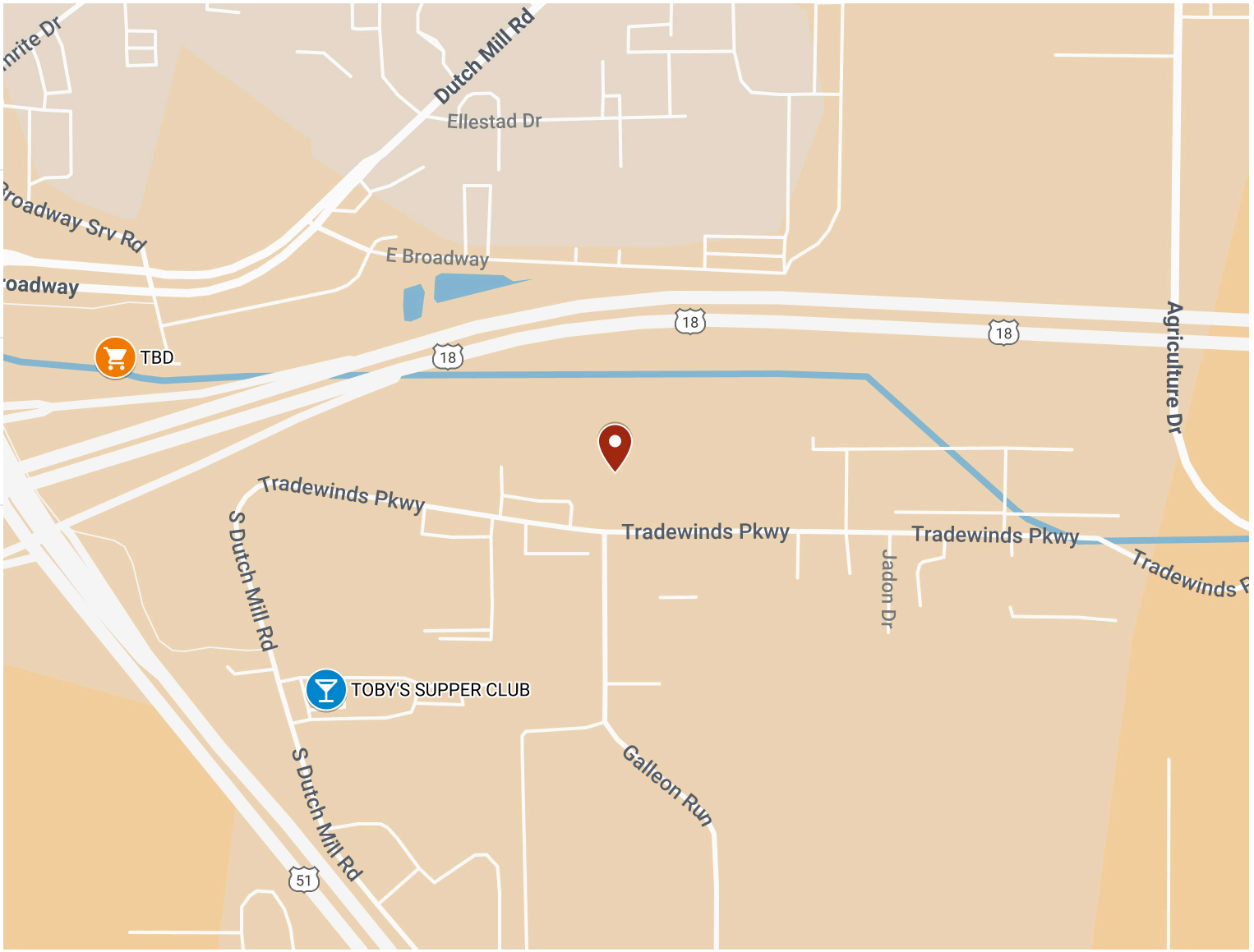
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91035

File ID:	91035	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Veil and Vault LLC • dba Veil and Vault
325 E Wilson St • Agent: Ace McCarty
Estimated Capacity (in/out): 67/0
Class B Combination Liquor & Beer • 65% alcohol, 35% food
Police Sector 405 (District 4)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 5.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-01000 App.pdf, LICLIB-2025-01000 Supplemental.pdf, 325 E Wilson St map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

Action Text: A motion was made by Verveer, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 91035

Title

Public Hearing - New License
Veil and Vault LLC • dba Veil and Vault
325 E Wilson St • Agent: Ace McCarty
Estimated Capacity (in/out): 67/0
Class B Combination Liquor & Beer • 65% alcohol, 35% food
Police Sector 405 (District 4)

77

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01000
(License number)

4 (Alder District #) 405 (Police Sector)

Office Use Only

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☒ Beer, ☒ Liquor, ☒ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   veil and vault LLC

2. Trade Name (doing business as) veil and vault

3. Address to be licensed 325 E Wilson ST, Madison WI, 53703

4. Mailing address 325 E wilson ST, Madiso WI, 53703

5. Anticipated opening date 03-28-26

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   veil and vault is a speakeasy nestled inside the historic saddlery Building. There will be NO outdoor space and approximately 1500 sq. ft. comprised of 40 seats, with additional 15 seats in a private room. Alcohol is stored in prep room in kitchen area. It is served at the Bar and table service. There will be a Back Bar server.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 67 Outdoor: 0

10. Describe existing parking and how parking lot is to be monitored.

    Public Parking, street + ramp

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent ACE McCarty

13. City, state in which agent resides Sun Prairie, Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? 10 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 2022 / active operator License

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin, 9-24-24

17. In the table below list the directors of your corporation or the members of your LLC.
    ☒ Attach background check forms for each director/member.

Title	Name	City and State of Residence
owner	Courtney McCarty	Sun Prairie, Wisconsin
owner	Daniel Hamm	Philadelphia, Pennsylvania
owner	ACE McCarty	Sun Prairie, W.I.

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    ACE McCarty

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☐ No ☒ Yes (explain) I own part of NITO LLC, Courtney owns the other part

Section D—Business Plan

21. What type of establishment is contemplated?
☒ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
-	-	-	-	4 - PM	4 - PM	4 - PM
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	1 - 9M	1 - 9M	1 - 9M

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Food - Light Bites

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
65 % Alcohol 35 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 26 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 1 8 8 1 7 0 - 0 4

39. Federal Employer Identification Number 99-5142381

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Courtney McCarty

Business phone 608-553-2316 Business e-mail address Courtney@TheNitroLounge.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

AE McCarty
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

11-5-25
(Date)

Clerk's Office checklist for complete applications

- ☒ WI Seller's Permit Certificate (matching articles of incorporation)
- ☒ FEIN
- ☒ Written description of premises
- ☒ Background investigation form(s)
- ☒ Form for surrender of previous license
- ☒ *Articles of Incorporation
- ☒ *Appointment of Agent

* Corporation/LLC only

- ☒ Floor Plans
- ☒ Lease
- ☒ Business Plan
- ☒ **Sample Menu

** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

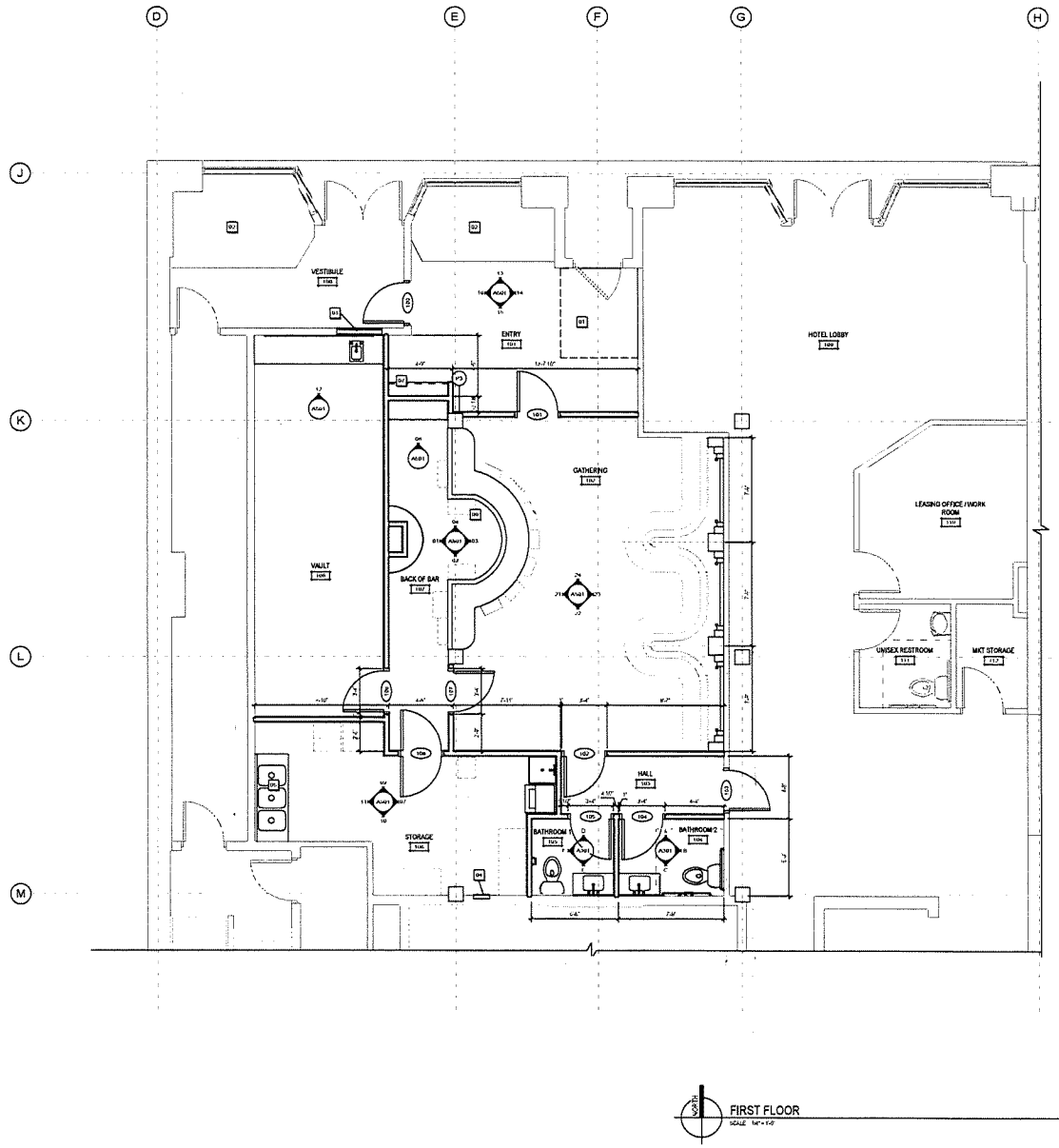
☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____



SHEET NOTES:

1. CONSTRUCTION TYPE 2 FULLY SPRINKLED
2. ELECTRICAL, HVAC, PLUMBING AND FIRE PROTECTION CONTRACTORS TO PROVIDE COMPLETE SYSTEMS WITH ALL NECESSARY PLAN, PE, SEAL AND PERMITS.
3. EXIT SIGNS SHALL BE ILLUMINATED AT ALL TIMES. EXISTING CONTRACTED ILLUMINATION FOR A DURATION OF NOT LESS THAN 90 MINUTES IN CASE OF PRIMARY POWER LOSS. EXIT SIGNS SHALL BE CONNECTED TO AN EMERGENCY ELECTRICAL SYSTEM PROVIDED FROM BATTERY POWER.
4. PROVIDE AN EMERGENCY ILLUMINATION POWER ALONG EGRESS PATHS IN ACCORDANCE WITH IBC ELECTRICAL CODE. ILLUMINATIONS TO LAST FOR A DURATION OF NOT LESS THAN 90 MINUTES AND SHALL CONSIST OF STORAGE BATTERIES. (INTERIOR & EXTERIOR)
5. ELECTRIC CONTRACTOR TO PROVIDE SUFFICIENT TEMPORARY POWER AND LIGHTING DURING CONSTRUCTION.
6. NEW L.E.D. LIGHTING ONLY TO BE PROVIDED IN NEW ROOMS AND REMODELED SPACES.
7. ALL CABINETS AND TOPS TO INCLUDE AN ALTERNATE BID FOR LAMINATE CABINETS AND SOLID SURFACE TOPS.
8. ALL INTERIOR DOORS ARE TO BE 3'-0" x 7'-0" PREFINISHED WOOD DOORS IN HOLLOW METAL FRAMES. PAINTING CONTRACTOR TO PAINT ALL HOLLOW METAL FRAMES AND HOLLOW METAL DOORS (2 COATS, U.N.O.
9. ALL GLAZING WITHIN A 24" ARC OF EITHER VERTICAL EDGE OF THE DOOR IN A CLOSED POSITION AND WHERE THE BOTTOM EXPOSED EDGE OF THE GLAZING IS LESS THAN 60" ABOVE THE WALKING SURFACE ARE TO BE TEMPERED SAFETY GLASS (TYP.CAL)
10. FURNISH AND INSTALL DOORS AND WINDOW ASSEMBLIES AS INDICATED ON THE PLANS, ALONG WITH ALL HARDWARE INDICATED AND THAT MAY BE REQUIRED FOR A COMPLETE JOB. ALL DOORS AND WINDOWS SHALL OPERATE SMOOTHLY, WITHOUT BIND AND BE INSTALLED PLUMB AND TRUE. ALL HARDWARE SHALL FIT PROPERLY AND BE ADJUSTED AS REQUIRED. ALL FRAMES SHALL MEET OR E-CEED AAMA 1303 AND ASTM 783. SEE SCHEDULES FOR MORE INFORMATION.
11. ALL LOCKSETS SHALL BE LEVER T-PE AS REQUIRED TO MEET REQUIREMENTS OF THE A.D.A. ALL STHDP HARDWARE SHALL COMPLY WITH THE REQUIREMENTS OF A.D.A. ALL EXIT DOORS SHALL BE EQUIPPED WITH LEVER TYPE EXIT HARDWARE OPERABLE FROM THE INSIDE WITHOUT THE USE OF A LATCH 1-1/2" OFF BOLT. SCALAR "I" SERIES OR APPROVED EQUAL.
12. DRYWALL CONTRACTOR TO INSTALL DRYWALL PER THE LATEST EDITIONS OF "RECOMMENDED SPECIFICATIONS FOR THE APPLICATION AND FINISHING OF GYPSUM BOARD" GA-216 AS PUBLISHED BY THE GYPSUM ASSOCIATION AND THE "GYPSUM CONSTRUCTION HANDBOOK" AS PUBLISHED BY UNITED STATES GYPSUM COMPANY. NOTE: PROVIDE CONTROL JOINTS PER THESE REQUIREMENTS. PROVIDE FULL EDGE TRIM @ EXTERIOR DRYWALL CEILINGS IF REQUIRED.
13. ALL SIGNAGE SHALL MEET THE REQUIREMENTS OF THE A.D.A.
14. WHERE PERMANENT IDENTIFICATIONS PROVIDED FOR ROOMS AND SPACES, SIGNS SHALL BE INSTALLED ON THE WALL ADJACENT TO LATCH SIDE OF THE DOOR WHERE THERE IS NO WALL SPACE TO THE LATCH SIDE OF THE DOOR, INCLUDING AT THE DOUBLE LEAF DOORS, SIGNS SHALL BE PLACED ON THE NEAREST ADJACENT WALL. SUBMIT SET FOR APPROVAL PRIOR TO FABRICATION.
15. MOUNTING HEIGHT SHALL BE 60" ABOVE FINISH FLOOR TO THE CENTERLINE OF THE SIGN UNLESS INDICATED OTHERWISE.
16. GENERAL CONTRACTOR TO FURNISH AND INSTALL EXTINGUISHERS PER U.B.C. SECTION 906 AND N.F.P.A. NO. 10 IN MOUNT FIRE EXTINGUISHER NOT HIGHER THAN 48" AND 42" FINISH FLOOR UNLESS LOCAL REGULATIONS REQUIRED DIFFERENT HEIGHT. ALL FIRE EXTINGUISHERS AND CABINETS TO MEET THE REQUIREMENTS OF THE A.D.A.

KEYNOTES:

NFL	NEW FLOOR INFILL
EP	EXISTING PLATFORM
RED	REMOVE EXISTING DOOR
MEB	MOVE ELECTRICAL BD. TO STORAGE ROOM
3CS	THREE COMPARTMENT SINK
EB	EQUIPMENT UNDER BAR PROVIDED BY OWNER
CR	COAT RACK @ 6'-0" AFF

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

VEIL & VAULT LLC

VEIL & VAULT INTERIOR BUILDOUT

317 E. WILSON ST
MADISON, WI 53703

ISSUANCES / REVISIONS

NO:	DESCRIPTION:	DATE:

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PROJECT NUMBER
81220

APPROVED BY
JAD

REVIEWED BY
JAD

DRAWN BY
EJB

FIRST FLOOR PLAN

A101

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Sheet Size: 24" x 36" (Arch D)

VEIL & VAULT INTERIOR BUILDOUT

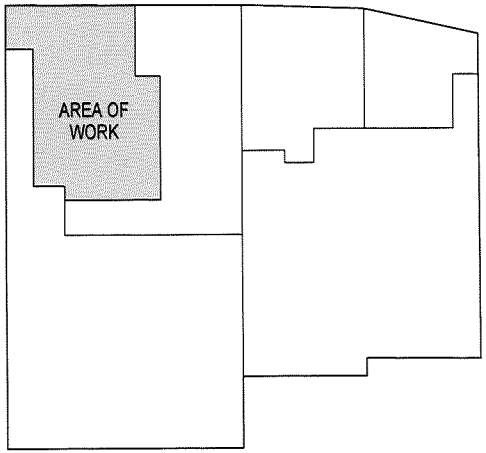
VEIL & VAULT LLC

325 E. WILSON ST
MADISON, WI 53703

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

VEIL & VAULT INTERIOR BUILDOUT

AY PROJECT NUMBER: 81220

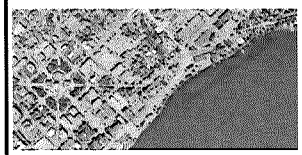


SHEET INDEX:

GENERAL
G001 COVER SHEET
G002 TYPICAL MOUNTING HEIGHTS AND ADA STANDARDS FOR REFERENCE ONLY
G003 LIFE SAFETY

ARCHITECTURAL
A101 FIRST FLOOR PLAN
A201 FIRST FLOOR REFLECTED CEILING PLAN
A301 SCHEDULES
A401 INTERIOR ELEVATIONS

LOCATION MAP:



REGULATORY DATA

BUILDING CODES:
OVERALL BUILDING
2015 INTERNATIONAL BUILDING CODE
2015 INTERNATIONAL FIRE CODE
2013 NFPA 10
2010 NFPA 13

ACCESSIBILITY:
2009 ANSI A117.1

USE AND OCCUPANCY CLASSIFICATION:
GROUP A2
SEPARATED USE

TYPE OF CONSTRUCTION:
TYPE IB-S

LEVEL OF ALTERATION:
LEVEL 2

FIRE PROTECTION SYSTEM:
AUTOMATIC SPRINKLER SYSTEM - NFPA 13

GENERAL BUILDING HEIGHT AND AREA:

AREA
TOTAL MAXIMUM ALLOWABLE 26,500 SF
TOTAL ALTERATION 1,672 SF

ISSUANCES / REVISIONS		
NO:	DESCRIPTION:	DATE:
01	PLAN REVIEW / FOR CONSTRUCTION	09/12/2025
02	RESUBMISSION - PLAN REVIEW / FOR CONSTRUCTION	10/29/2025

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PROJECT TEAM

OWNER:
COURTNEY AND ACE McCARTHY

CONTACT: COURTNEY McCARTHY
EMAIL: COURTNEY@THEINTROLOUNGE.COM
PHONE: -

ARCHITECT:
ANGUS-YOUNG
316 W WASHINGTON AVE
MADISON, WI 53703

CONTACT: JEFF DAVIS
EMAIL: J.DAVIS@ANGUSYOUNG.COM
PHONE: 608-756-2326

24	20	16	12	08	04
23	19	15	11	07	03
22	18	14	10	06	02
21	17	13	09	05	01

TITLE BLOCK

DETAILS IN THIS SET ARE PLACED ON THE SHEETS AND NUMBERED WITH RESPECT TO THE GRID ABOVE. CONSEQUENTLY, DETAILS ON A GIVEN SHEET MAY OR MAY NOT BE NUMBERED CONSECUTIVELY.

608.756.2326
www.angusyoung.com

COVER SHEET

G001

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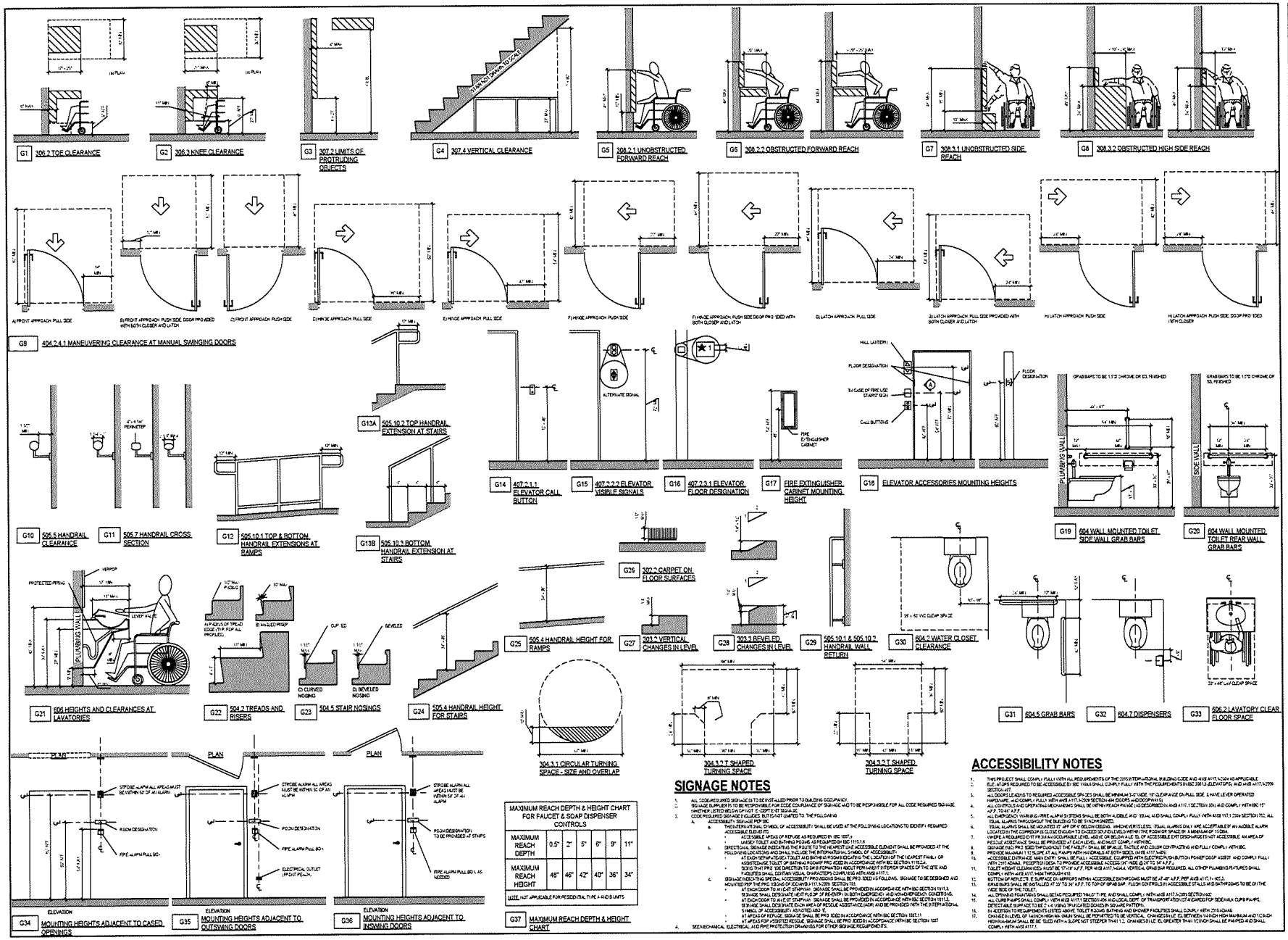

MAXIMUM REACH DEPTH & HEIGHT CHART FOR FAUCET & SOAP DISPENSER CONTROLS

MAXIMUM REACH DEPTH	0.5"	2"	5"	6"	9"	11"
MAXIMUM REACH HEIGHT	48"	46"	42"	40"	36"	34"

NOTE: NOT APPLICABLE FOR RESIDENTIAL TYPE A AND B UNITS

SIGNAGE NOTES

1. ALL CODE-REQUIRED SIGNAGE IS TO BE INSTALLED PRIOR TO BUILDING OCCUPANCY.
2. SIGNAGE SUPPLIER IS TO BE RESPONSIBLE FOR CODE COMPLIANCE OF SIGNAGE AND TO BE RESPONSIBLE FOR ALL CODE REQUIRED SIGNAGE WHETHER LISTED HEREON OR NOT. E - EXIT, EE SIGN 2E.
   CODE-REQUIRED SIGNAGE INCLUDES, BUT IS NOT LIMITED TO, THE FOLLOWING:
   a. ACCESSIBILITY SIGNAGE PER IBC
      - THE INTERNATIONAL SYMBOL OF ACCESSIBILITY SHALL BE USED AT THE FOLLOWING LOCATIONS TO IDENTIFY REQUIRED ACCESSIBLE ELEMENTS:
        - ACCESSIBLE AREAS OF REFUGE AS REQUIRED IN IBC 1007.6
        - UNISEX TOILET AND BATHING ROOMS AS REQUIRED BY IBC 1115.1.6
   b. DIRECTIONAL SIGNAGE INDICATING THE ROUTE TO THE NEAREST LIKE ACCESSIBLE ELEMENT SHALL BE PROVIDED AT THE FOLLOWING LOCATIONS AND SHALL INCLUDE THE INTERNATIONAL SYMBOL OF ACCESSIBILITY:
      - AT INACCESSIBLE MEANS OF EGRESS, TOILET AND BATHING ROOMS INDICATING THE LOCATION OF THE NEAREST FAMILY OR ASSISTED-USE TOILET OR BATHING ROOM OF PRO VIDED IN ACCORDANCE WITH IBC SECTION 1115.2.4.
      - SIGNS THAT PRO VIDE DIRECTION TO OR INFORMATION ABOUT ROOMS AND SPACES OF THE SITE AND FACILITIES SHALL CONTAIN VISUAL CHARACTERS COMPLYING WITH ANSI A117.1.
   c. SIGNAGE INDICATING SPECIAL ACCESSIBILITY PROVISIONS SHALL BE PRO VIDED AS FOLLOWS. SIGNAGE TO BE DESIGNED AND MOUNTED PER THE PRO VISIONS OF ICC/ANSI A 117.1-2009 SECTION 703.
      - AT EACH DOOR TO AN EXIT STAIRWAY. SIGNAGE SHALL BE PROVIDED IN ACCORDANCE WITH IBC SECTION 1011.3
      - SIGNAGE SHALL DESIGNATE NEXT FLOOR OF RE-ENTRY IN BOTH EMERGENCY AND NON-EMERGENCY CONDITIONS.
      - AT EACH DOOR TO AN EXIT STAIRWAY. SIGNAGE SHALL BE PROVIDED IN ACCORDANCE WITH IBC SECTION 1011.3.
      - SIGNAGE SHALL DESIGNATE EACH AREA OF RESCUE ASSISTANCE (AOR) AND BE PROVIDED WITH THE INTERNATIONAL SYMBOL OF ACCESSIBILITY AND TEXTED AND IC.
      - AT AREAS OF REFUGE, SIGNAGE SHALL BE PRO VIDED IN ACCORDANCE WITH IBC SECTION 1007.11
      - AT AREAS OF ASSISTED RESCUE, SIGNAGE SHALL BE PRO VIDED IN ACCORDANCE WITH IBC SECTION 1007
4. SEE MECHANICAL, ELECTRICAL AND FIRE PROTECTION DRAWINGS FOR OTHER SIGNAGE REQUIREMENTS.

ACCESSIBILITY NOTES

1. THIS PROJECT SHALL COMPLY FULLY WITH ALL REQUIREMENTS OF THE 2015 INTERNATIONAL BUILDING CODE AND ANSI A117.1-2009 AS APPLICABLE.
2. ELEVATORS REQUIRED TO BE ACCESSIBLE BY IBC 1104.4 SHALL COMPLY FULLY WITH THE REQUIREMENTS IN IBC 3001.3, ELEVATOR CODE, AND ANSI A117.1-2009 SECTION 407.
3. ALL DOORS LEADING TO REQUIRED ACCESSIBLE SPACES SHALL BE MINIMUM 3'-0" WIDE, 18" CLEARANCE ON PULL SIDE, & HAVE LEVER OPERATED HARDWARE, AND COMPLY FULLY WITH ANSI A117.1-2009 SECTION 404 DOORS AND DOORWAYS
4. ALL CONTROLS AND OPERATING MECHANISMS SHALL BE WITHIN REACH RANGE (AS DESCRIBED IN ANSI A117.1 SECTION 308) AND COMPLY WITH IBC 15" x 9" TO 48" x 54".
5. ALL EMERGENCY WARNING / FIRE ALARM SYSTEMS SHALL BE BOTH AUDIBLE AND VISUAL AND SHALL COMPLY FULLY WITH ANSI A117.1-2009 SECTION 702. ALL VISUAL ALARMS THROUGHOUT THE BUILDING TO BE SYNCHRONIZED.
6. VISUAL ALARMS SHALL BE MOUNTED 15" APP OF 6" BELOW CEILING, WHICHEVER IS LESS. VISUAL ALARMS ONLY ARE ACCEPTABLE IF AN AUDIBLE ALARM LOCATED IN THE CORRIDOR IS CLOSE ENOUGH TO EXCEED SOUND LEVELS WITHIN THE ROOM OF SPACE BY A MINIMUM OF 15 DBA.
7. WHERE A REQUIRED EXIT PR 24 AU OCCUPANCY LEVEL, AND / OR BELOW AT GL 10, AN ACCESSIBLE EXIT SHALL BE ACCESSIBLE. AN AREA OF REFUGE ASSISTANCE SHALL BE PROVIDED AT EACH LEVEL, AND MUST COMPLY WITH IBC.
8. SIGNAGE FOR ALL PRO VIDED THROUGHOUT THE FACILITY SHALL BE SPARSE, TACTILE AND COLOR CONTRASTING AND FULLY COMPLY WITH IBC.
9. PROVIDE MINIMUM 1 1/2" CLEAR AT ALL RAMPS WITH HANDRAILS AT BOTH SIDES, (ANSI A117.1-609).
10. ACCESSIBLE DRINKING FOUNTAIN SHALL BE FULLY ACCESSIBLE, EQUIPPED WITH ELECTRIC PUSH BUTTON POWER DOOR ASSIST AND COMPLY FULLY WITH 2017 ADAAG. RECEPTACLE DESIGN TO PROVIDE ACCESSIBLE ACCESS (36" WIDE @ 2'6" TO 4'6" A.F.F.).
11. TOILET HEIGHT CLEARANCES MUST BE 17"-19" A.F.F. PER ANSI A117.1-609.4. VERTICAL GRAB BAR REQUIRED. ALL OTHER PLUMBING FIXTURES SHALL COMPLY WITH ANSI A117.1-609.4 THROUGH 610.
12. BOTTOM OF REFLECTIVE SURFACE ON MIRRORS WITHIN ACCESSIBLE BATHROOMS MUST BE AT 40" A.F.F. PER ANSI A117.1- 603.3.
13. GRAB BARS SHALL BE INSTALLED AT 33" TO 36" A.F.F. TO TOP OF GRAB BAR. FLUSH CONTROLS BY ACCESSIBLE STALLS AND BATHROOMS TO BE ON THE SIDE SIDE OF THE TOILET.
14. ALL DRINKING FOUNTAINS SHALL BE EQUIPPED WITH A DOT TYPE AND SHALL COMPLY WITH ANSI A117.1-2009 SECTION 602.
15. ALL CURB RAMPS SHALL COMPLY WITH ANSI A117.1 SECTION 406 AND LOCAL DEPT. OF TRANSPORTATION STANDARDS FOR SIDEWALK CURB RAMPS.
16. DETECT ABLE SURFACE TO BE 2'-4" USING TRUNCATED DOMES IN SQUARE PATTERN.
17. IN ADDITION TO REQUIREMENTS LISTED ABOVE, TOILET ROOMS, BATHING AND SHOWER FACILITIES SHALL COMPLY WITH 2010 ADAAG.
18. CHANGES IN LEVEL OF 1/4 INCH HIGH MAXIMUM SHALL BE PERMITTED TO BE VERTICAL. CHANGES IN LE. EL BETWEEN 1/4 INCH HIGH MAXIMUM AND 1/2 INCH HIGH MAXIMUM SHALL BE BE BEVELED WITH A SLOPE NOT STEEPER THAN 1:2. CHANGES IN LE. EL GREATER THAN 1/2 INCH SHALL BE RAMPED AND SHALL COMPLY WITH ANSI A117.1.

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

VEIL & VAULT LLC

VEIL & VAULT INTERIOR BUILDOUT

325 E. WILSON ST
MADISON, WI 53703

ISSUANCES / REVISIONS

NO:	DESCRIPTION:	DATE:
01	PLAN REVIEW / FOR CONSTRUCTION	09/12/2025
02	RESUBMISSION - PLAN REVIEW / FOR CONSTRUCTION	10/29/2025

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PROJECT NUMBER
B1220

APPROVED BY
JAD

REVIEWED BY
JAD

DRAWN BY
EJB

TYPICAL MOUNTING HEIGHTS AND ADA STANDARDS FOR REFERENCE ONLY

G002

Sheet Size: 24" x 36" (Arch D)

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CHAPTER 01 - SCOPE AND ADMINISTRATION

APPLICABLE CODES
BUILDING
1. 2015 IBC
2. 2015 IFC
3. 2015 NFPA 10
4. 2015 NFPA 13
ACCESSIBILITY
1. 2009 ANSI A117.1

CHAPTER 03 - USE AND OCCUPANCY CLASSIFICATIONS

ASSEMBLY
A2

LEVEL 2 ALTERATION

CHAPTER 06 - TYPES OF CONSTRUCTION

TABLE 601	CONSTRUCTION TYPE
BUILDING ELEMENT	IIB
INTERIOR NONBEARING WALLS	0
FLOOR CONSTRUCTION	0

SECTION 602 - CONSTRUCTION CLASSIFICATION
BUILDINGS AND STRUCTURES ERECTED OR TO BE ERECTED, ALTERED OR EXTENDED IN HEIGHT OR AREA SHALL BE CLASSIFIED IN ONE OF THE FIVE CONSTRUCTION TYPES DEFINED IN SECTIONS 602.2 THROUGH 602.5.

SECTION 602.2 - TYPE II (ANY)
1. TYPE IIB
2. TYPE II CONSTRUCTION IS THAT TYPE OF CONSTRUCTION IN WHICH EXTERIOR WALLS ARE NONCOMBUSTIBLE MATERIALS AND THE INTERIOR BUILDING ELEMENTS ARE OF ANY MATERIAL PERMITTED BY THIS CODE.

CHAPTER 08 - INTERIOR FINISHES

SECTION 803 - WALL AND CEILING FINISHES

803.1.1 - INTERIOR WALL AND CEILING FINISH MATERIALS
1. CLASS A
   A. FLAME SPREAD 0-25
   B. SMOKE DEVELOPMENT 0-450
2. CLASS B
   A. FLAME SPREAD 26-75
   B. SMOKE DEVELOPMENT 0-450
3. CLASS C
   A. FLAME SPREAD 76-200
   B. SMOKE DEVELOPMENT 0-450

TABLE 803.11	INTERIOR WALL AND CEILING FINISH REQUIREMENTS BY OCCUPANCY WHEN FULLY SPRINKLERED			
GROUP	EXITS	CORRIDORS	ROOMS	
ASSEMBLY - A2	B	B	C	

CHAPTER 09 - FIRE PROTECTION SYSTEMS

SECTION 903 - AUTOMATIC SPRINKLER SYSTEMS
NFPA 13 FULLY SPRINKLERED

SECTION 906 - PORTABLE FIRE EXTINGUISHERS
PORTABLE FIRE EXTINGUISHERS, FOR LOCATIONS REFER TO LIFE SAFETY PLAN.

CHAPTER 10 - MEANS OF EGRESS

TABLE 1004.1.2	FLOOR AREA PER OCCUPANT FOR OCCUPANT LOAD REFER TO LIFE SAFETY PLANS	
SPACE FUNCTION	SF PER OCCUPANT	ACTUAL OCCUPANT COUNT PER SPACE FUNCTION
ASSEMBLY - FIXED SEATING	24" EACH REST	211.25 LINEAR INCHES / 24" = 24 OCCUPANTS
ASSEMBLY - NON-FIXED SEATING (CONCENTRATED)	15 NET	267 SF / 15 = 18 OCCUPANTS
ASSEMBLY - NON-FIXED SEATING (LIBRARY)	15 NET	229 SF / 15 = 15 OCCUPANTS
STORAGE - EMPLOYEES	300 GROSS	200 SF / 300 = 1 OCCUPANTS
BUSINESS - AREA - EMPLOYEES	100 GROSS	114 SF / 100 = 2 OCCUPANTS
MERCANTILE (STORAGE)	60 GROSS	165 SF / 60 = 3 OCCUPANTS
TOTAL OCCUPANT LOAD =		73 OCCUPANTS

SECTION 1005 - MEANS OF EGRESS SIZING

1005.3.2 - OTHER EGRESS COMPONENTS
0.2 INCHES/ OCCUPANT FOR EXIT COMPONENTS

SECTION 1007 - EXIT AND EXIT ACCESS DOORWAY CONFIGURATION

1007.1.1 - TWO EXITS OR EXIT ACCESS DOORWAYS
1. TABLE 1715 OF E IT ACCESS DOORWAYS
2. WHERE A BUILDING IS EQUIPPED WITH AN AUTOMATIC SPRINKLER SYSTEM THE SEPARATION DISTANCE SHALL NOT BE LESS THAN 1/3 OF THE LENGTH OF THE MAXIMUM OVERALL DIAGONAL DIMENSION OF THE AREA SERVED.

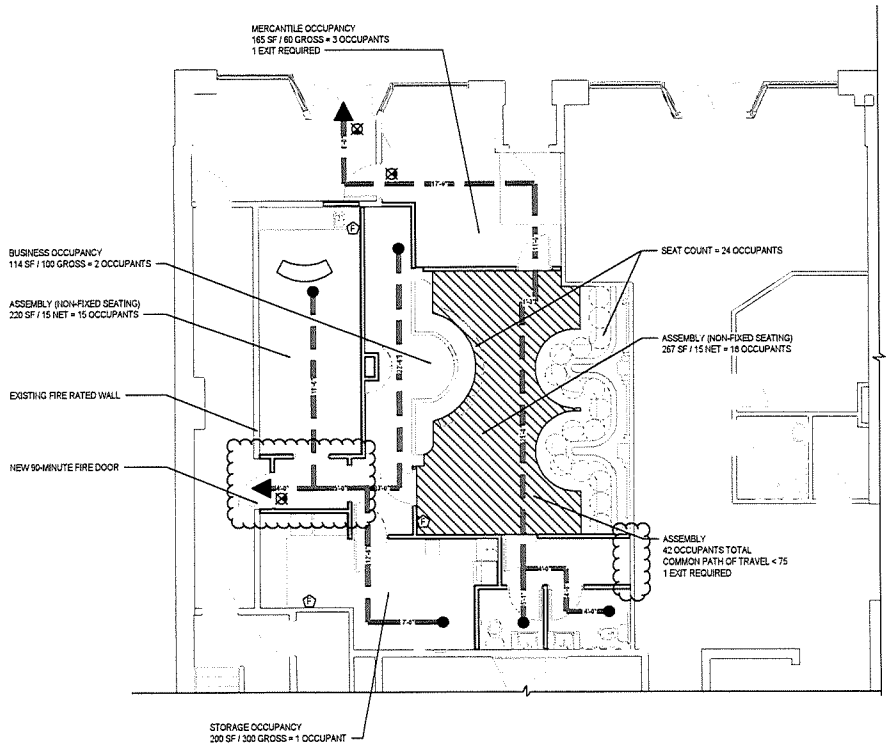
SECTION 1009 - ACCESSIBLE MEANS OF EGRESS

1009.1 - ACCESS MEANS OF EGRESS REQUIRED
ACCESSIBLE SPACES SHALL BE PROVIDED WITH NOT LESS THAN ONE ACCESSIBLE MEANS OF EGRESS.

TABLE 1017.2	E IT ACCESS TRAVEL DISTANCE WITH FULLY SPRINKLERED	
OCCUPANCY	FEET	
ASSEMBLY - A2	250	

CHAPTER 29 - PLUMBING SYSTEMS

TABLE 2902.1	MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES					
CLASSIFICATION	OCCUP	WATER CLOSETS	LAVATORIES	SHOWER	DRINKING FOUNTAIN	SERVICE SINK
BUSINESS	A2	1/40	1/40	NA	1/500	1
PROVIDED		(1) UNISEX WCS	(1) UNISEX LAVS	NA		1



NORTH

LIFE SAFETY PLAN FIRST FLOOR
SCALE: 3/16" = 1'-0"

LIFE SAFETY PLAN GENERAL NOTES:

1. PIPE EXTINGUISHER CABINETS (FEC) SHALL BE SEMI-RECESSED.
2. COORDINATE FINAL LOCATION OF FIRE EXTINGUISHERS AND FAC. BD. WITH LOCAL FIRE DEPARTMENT
3. CONTRACTORS SHALL IDENTIFY NEW FIRE WALLS BARRIERS AS LISTED ON THE PLANS WITH SIGNS OR STENCILING. SUCH IDENTIFICATION SHALL BE IN AN ACCESSIBLE CONCEALED CEILING SPACE, BE REPEATED AT INTERVALS EXCEEDING 10 FT MEASURED HORIZONTALLY, INCLUDE LETTERING NOT LESS THAN 3 INCHES IN HEIGHT (EXAMPLE STYLE: "1 HOUR FIRE BARRIER. PROTECT ALL OPENING")

LIFE SAFETY LEGEND

- 0 HOUR SMOKE TIGHT PARTITION SEPARATION
- 1 HOUR FIRE/SMOKE BARRIER SEPARATION
- 2 HOUR FIRE/SMOKE BARRIER SEPARATION
- 3 HOUR FIRE/SMOKE BARRIER SEPARATION
- ACCESS/EXIT PATH
- XX'-XX" EXIT PATH SEGMENT DISTANCE
- EXIT STAIR ENCLOSURE 2HR RATED
- EXIT LOCATION
- 25 / 160 NUMBER OF OCCUPANTS / OCCUPANCY AVAILABLE PER WIDTH OF DOOR
- (F) FIRE EXTINGUISHER CABINET/SEMI-RECESSED
- EXIT SIGN

NOTE:
This plan is intended to be printed in color as it contains color coded life safety data. Without a color print, information contained on this plan may be missing or misinterpreted.

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VEIL & VAULT LLC

VEIL & VAULT INTERIOR BUILDOUT

325 E. WILSON ST
MADISON, WI 53703

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PROJECT NUMBER
81220

APPROVED BY
JAD

REVIEWED BY
JAD

DRAWN BY
EJB

LIFE SAFETY

G003

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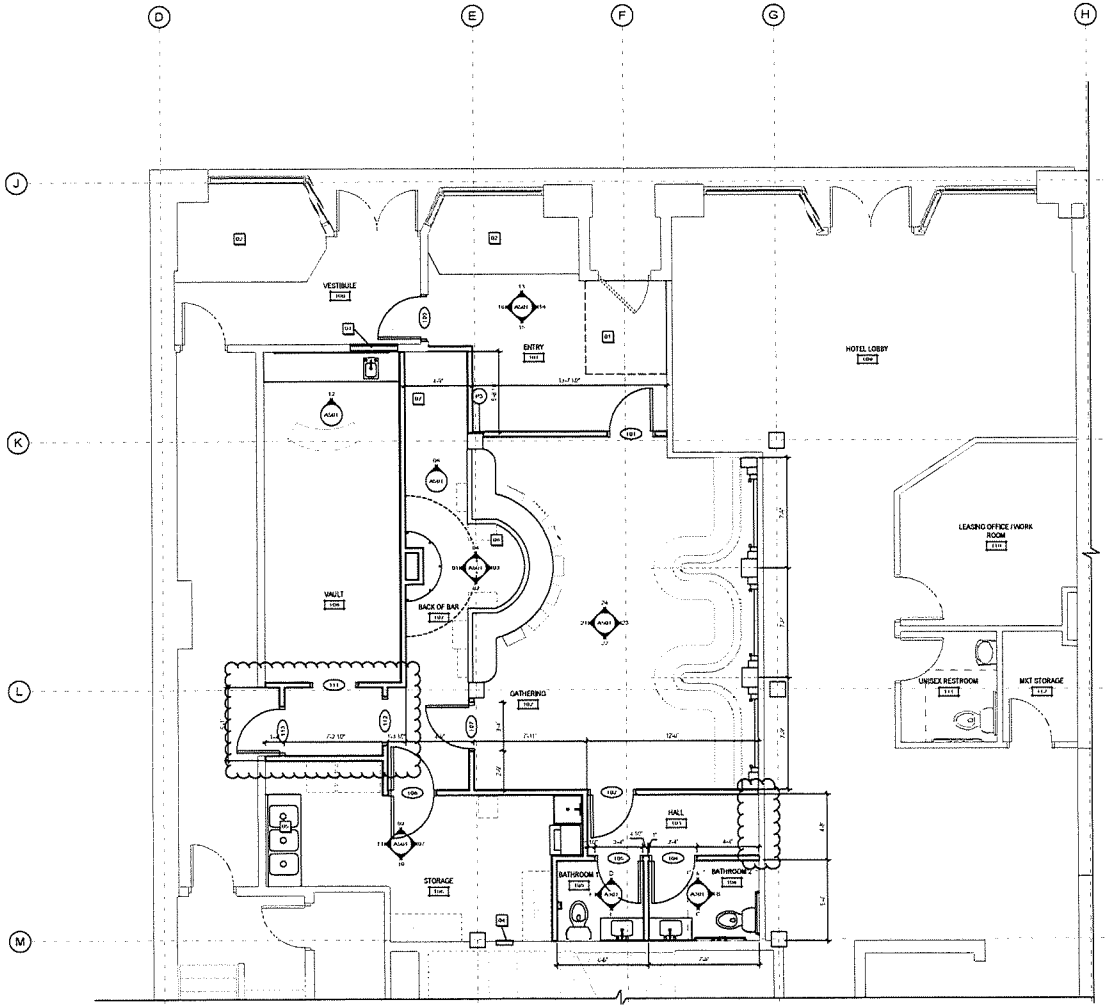
Sheet Size: 24" x 36" (Arch D)



NORTH

FIRST FLOOR
SCALE: 1/4" = 1'-0"

SHEET NOTES:

1. CONSTRUCTION TYPE 2 FULLY SPRINKLED
2. ELECTRICAL, HVAC, PLUMBING AND FIRE PROTECTION CONTRACTORS TO PROVIDE COMPLETE SYSTEMS WITH ALL NECESSARY PLANS, SIGN AND PERMITS.
3. EXIT SIGNS SHALL BE ILLUMINATED AT ALL TIMES. ENSURE CONTINUED ILLUMINATION FOR A DURATION OF NOT LESS THAN 90 MINUTES IN CASE OF PRIMARY POWER LOSS. EXIT SIGNS SHALL BE CONNECTED TO AN EMERGENCY ELECTRICAL SYSTEM PROVIDED FROM GENERATOR.
4. PROVIDE AN EMERGENCY ILLUMINATION POWER ALONG EGRESS PATHWAY IN ACCORDANCE WITH ICC ELECTRICAL CODE. ILLUMINATE TO LAST FOR A DURATION OF NOT LESS THAN 90 MINUTES AND SHALL CONSIST OF STORAGE BATTERIES. (INTERIOR & EXTERIOR)
5. ELECTRIC CONTRACTOR TO PROVIDE SUFFICIENT TEMPORARY POWER AND LIGHTING DURING CONSTRUCTION.
6. NEW LED LIGHTING ONLY TO BE PROVIDED IN NEW ROOMS AND REMODELED SPACES.
7. ALL CABINETS AND TOPS TO INCLUDE AN ALTERNATE BID FOR LAMINATE CABINETS AND SOLID SURFACE TOPS.
8. ALL INTERIOR DOORS ARE TO BE 3'-0" x 7'-0" PREFINISHED WOOD DOORS IN HOLLOW METAL FRAMES. PAINTING CONTRACTOR TO PAINT ALL HOLLOW METAL FRAMES AND HOLLOW METAL DOORS (2 COATS, MIN).
9. ALL GLAZING WITHIN A 2'-0" ARC OF EITHER VERTICAL EDGE OF THE DOOR IN A CLOSED POSITION AND WITHIN THE BOTTOM EXPOSED EDGE OF THE GLAZING IS LESS THAN 5'-0" ABOVE THE WALKING SURFACE ARE TO BE TEMPERED SAFETY GLASS (TYPICAL)
10. FURNISH AND INSTALL DOORS AND WINDOW ASSEMBLIES AS INDICATED ON THE PLANS, ALONG WITH ALL HARDWARE INDICATED AND THAT MAY BE REQUIRED FOR A COMPLETE JOB. ALL DOORS AND WINDOWS SHALL OPERATE SMOOTHLY, WITHOUT BIND AND BE INSTALLED PLUMB AND TRUE. ALL HARDWARE SHALL FIT PROPERLY AND BE ADJUSTED AS REQUIRED. ALL FRAMES SHALL MEET OR EXCEED ANSI A250.8 AND ASTM A40. SEE SCHEDULES FOR MORE INFORMATION.
11. ALL LOCKSETS SHALL BE LEVER TYPE AS REQUIRED TO MEET REQUIREMENTS OF THE A.D.A. ALL STOREFRONT HARDWARE SHALL COMPLY TO THE REQUIREMENTS OF A.D.A. ALL EXIT DOORS SHALL BE EQUIPPED WITH LEVER TYPE E.X.IT HARDWARE OPERABLE FROM THE INSIDE WITHOUT THE USE OF A LATCH, KEY OR BOLT. SCHLAGE "A" SERIES OR APPROVED EQUAL.
12. DRYWALL CONTRACTOR TO INSTALL DRYWALL PER THE LATEST EDITIONS OF "RECOMMENDED SPECIFICATIONS FOR THE APPLICATION AND FINISHING OF GYPSUM BOARD" (GA-216 AS PUBLISHED BY THE GYPSUM ASSOCIATION) AND THE "GYPSUM CONSTRUCTION HANDBOOK" (GS PUBLISHED BY UNITED STATES GYPSUM COMPANY). NOTE: PROVIDE CONTROL JOINTS PER THESE REQUIREMENTS. PROVIDE 5/8 EDGE TRIM @ EXTERIOR DRYWALL CEILINGS IF REQUIRED.
13. ALL SIGNAGE SHALL MEET THE REQUIREMENTS OF THE A.D.A.
14. WHERE PERMANENT IDENTIFICATION IS PROVIDED FOR ROOMS AND SPACES, SIGNS SHALL BE INSTALLED ON THE WALL ADJACENT TO LATCH SIDE OF THE DOOR WHERE THERE IS NO WALL SPACE TO THE LATCH SIDE OF THE DOOR, INCLUDING AT THE DOUBLE LEAF DOORS. SIGNS SHALL BE PLACED ON THE NEAREST ADJACENT WALL. SUBMIT TEXT FOR APPROVAL PRIOR TO FABRICATION.
15. MOUNTING HEIGHT SHALL BE 60" ABOVE FINISH FLOOR TO THE CENTERLINE OF THE SIGN UNLESS INDICATED OTHERWISE.
16. GENERAL CONTRACTOR TO FURNISH AND INSTALL EXTINGUISHERS PER I.B.C. SECTION 906 AND N.F.P.A. NO. 10-1979 MOUNT FIRE E. TING EQUIPMENT NO HIGHER THAN 48" ABO. E FINISH FLOOR UNLESS LOCAL REGULATIONS REQUIRE DIFFERENT HEIGHT. ALL FIRE E. TINGUISHERS AND CABINETS TO MEET THE REQUIREMENTS OF THE A.D.A.

KEYNOTES

NF	NEW FLOOR INFILL
EF	EXISTING PLATFORM
RD	REMOVE EXISTING DOOR
MF	MOVE ELECTRICAL BD. - TO STORAGE ROOM
TC	THREE COMPARTMENT SINK
EA	EQUIPMENT UNDER BAR PROVIDED BY OWNER
CR	COAT RACK @ 6'-0" AFF

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ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

VEIL & VAULT LLC

VEIL & VAULT INTERIOR BUILDOUT

325 E. WILSON ST
MADISON, WI 53703

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81220

APPROVED BY
JAD

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DRAWN BY
EJB

FIRST FLOOR PLAN

A101

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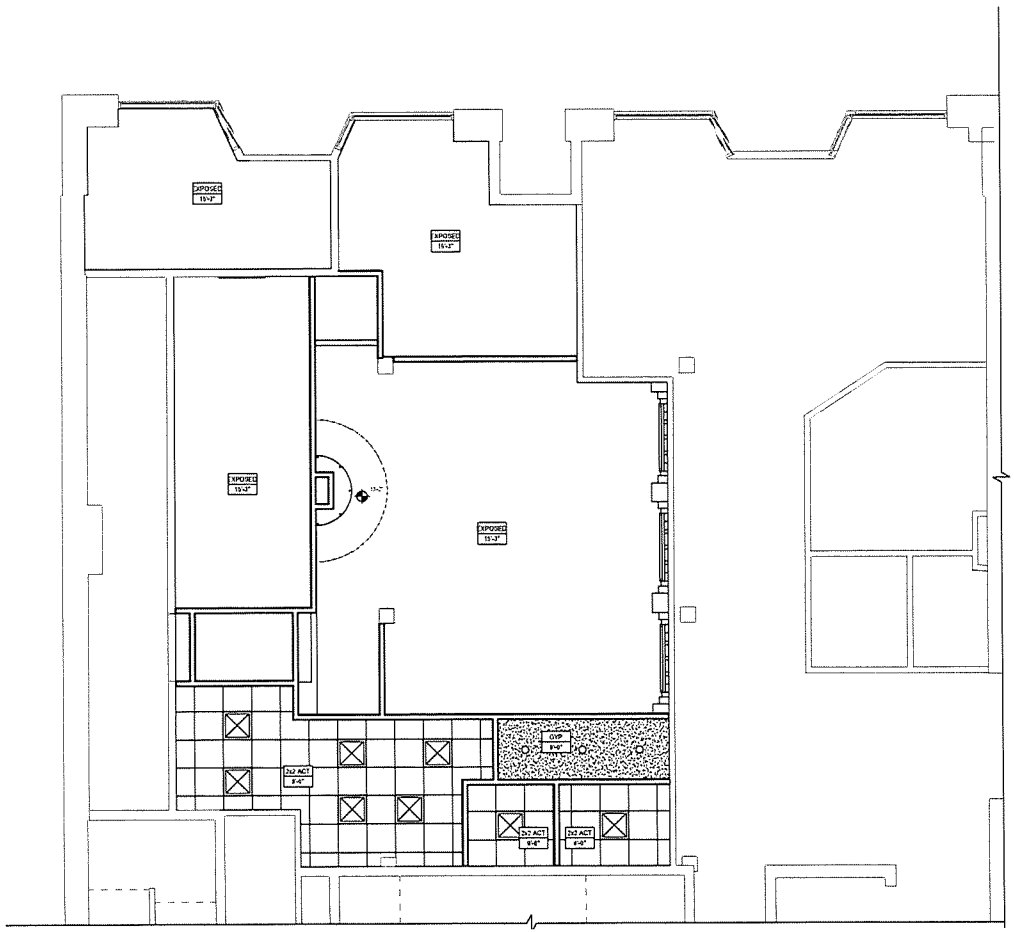
Sheet Size: 24" x 36" (Arch D)



FIRST FLOOR REFLECTED CEILING PLAN

SHEET NOTES:

1. CEILING PLAN IS FOR GUIDANCE ONLY. FINAL DESIGN SHALL BE BY ELECTRICAL CONTRACTOR TO MEET ALL LOCAL CODES.
2. FINAL LIGHTING FIXTURES TO BE APPROVED BY ARCHITECT AND OWNER.
3. CEILING CONTRACTOR SHALL PROVIDE WIRE HANGERS WITH A MIN. OF 12 GA. GALVANIZED SOFT ANNEALED MILD STEEL WIRE.
4. ALL ACT TO BE 2'x2' REVEAL EDGE.
5. NEW L.E.D. LIGHTING ONLY TO BE PROVIDED IN NEW ROOMS AND REMODELED SPACES. CEILINGS DESIGNATED AS "NO WORK" ARE NOT TO RECEIVE NEW LIGHTING. CEILINGS DESIGNATED AS "PATCH & REPAIR" TO PRIORITIZE REUSE OF EXISTING FIXTURES.
6. WALLS BORDERING EXPOSED CEILINGS TO BE BUILT TO DECK.
7. CEILINGS ADJACENT TO NEW DEMISING WALLS ARE TO BE PATCHED AND REPAIRED TO BUILDING STANDARDS AND FINISH.
8. ALL SPACES DESIGNATED AS "PATCH & REPAIR" ARE TO BE REPAIRED TO EXISTING BUILDING STANDARDS.

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FIRST FLOOR REFLECTED CEILING PLAN

A201

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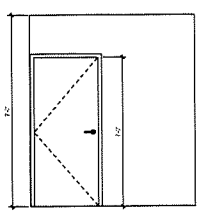

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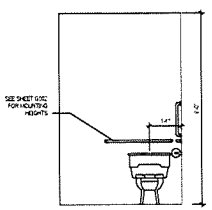

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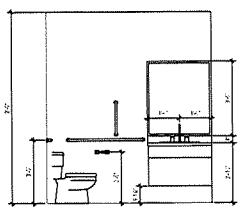
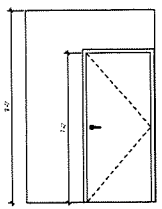


C

22 A301 BATHROOM 2
SCALE: 3/4" = 1'-0"



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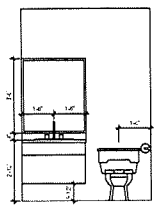

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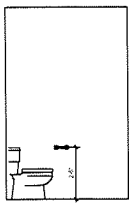


F

21 A301 BATHROOM 1
SCALE: 3/4" = 1'-0"

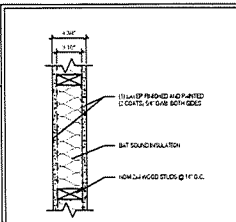
WALL TYPE NOTES

ALL INTERIOR PARTITIONS ARE TO BE P1 WALL TYPE UNLESS NOTED OTHERWISE.

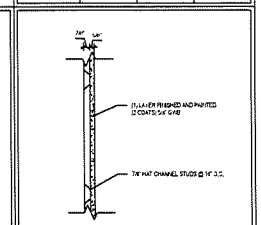
A) SEE UNDERWRITERS LABORATORY DIRECTORY FOR ADDITIONAL INFORMATION ON WALL RATING SPECIFICS AND ALLOWABLE MATERIALS.

B) PROVIDE MOISTURE RESISTANT GYPSUM BOARD AT ALL WET AREAS INCLUDING KITCHENS, BATHROOMS, AND RESTROOMS.

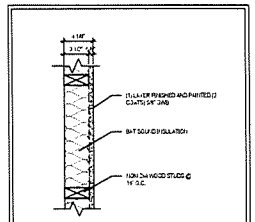
C) PROVIDE TREATED WOOD AT ALL LOCATIONS WHERE WOOD IS IN CONTACT WITH CONCRETE, MASONRY, OR PLASTER.



P1			
ASSEMBLY NO.	U.U.L. U305		
FIRE RATING	1 HR	STC RATING	36



P3			
ASSEMBLY NO.	N/A		
FIRE RATING	N/A	STC RATING	N/A



P2			
ASSEMBLY NO.	N/A		
FIRE RATING	N/A	STC RATING	N/A

HARDWARE SETS

HARDWARE SET NO. 01

1 PASSAGE HOLLOW (1100) LOCKSET
1 1/2 PAIR STAINLESS HINGES
1 CLOSER
3 SILENCERS

HARDWARE SET NO. 02

1 BATHROOM PRIVACY HOLLOW SET
1 1/2 PAIR STAINLESS HINGES
1 DOOR WALL STOP
3 SILENCERS

HARDWARE SET NO. 03

1 PANIC DEVICE W/ FULL TRIM AND EXIT ONLY
1 STRIKE PROTECTOR
1 CONTINUOUS HINGE
1 CLOSER LCN 4040 XP
1 ELECTRIC STRIKE
1 WEATHERSTRIPPING
1 KAYNER STANDARD THRESHOLD
1 KAYNER STANDARD SWEEP
1 CARD ACCESS READY (See E101)
1 AUTO OPERATOR
2 WIRELESS TP ACTUATORS

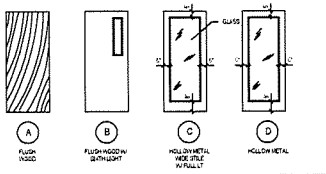
HARDWARE SET NO. 03

1 STORAGE (ENTRY) LOCKSET
1 1/2 PAIR BALL BEARING HINGES
1 DOOR WALL STOP
3 SILENCERS

DOOR SCHEDULE

MARK	WIDTH x HEIGHT	HEIGHT	DOOR TYPE	DOOR FINISH	DOOR LITE SIZE	FRAME TYPE	FRAME FINISH	HARDWARE SET	REMARKS
100	3'-0" x 7'-0"	7'-0"	C	STAIN	FULL	1	PAINT	03	
101	3'-0" x 7'-0"	7'-0"	A	STAIN	-	1	PAINT	03	
102	3'-0" x 7'-0"	7'-0"	A	STAIN	-	1	PAINT	01	
104	3'-0" x 7'-0"	7'-0"	A	STAIN	-	1	PAINT	02	
105	3'-0" x 7'-0"	7'-0"	A	STAIN	-	1	PAINT	02	
106	3'-0" x 7'-0"	7'-0"	B	STAIN		2	PAINT	-	DUAL SWING
107	3'-0" x 7'-0"	7'-0"	A	STAIN	-	1	PAINT	01	
111	3'-0" x 7'-0"	7'-0"	-	-	-	3	STAIN	-	FRAMED OPENING
112	3'-0" x 7'-0"	7'-0"	-	-	-	3	STAIN	-	FRAMED OPENING
113	3'-0" x 7'-0"	7'-0"	D	PAINT	-	1	PAINT	03	

DOOR TYPE



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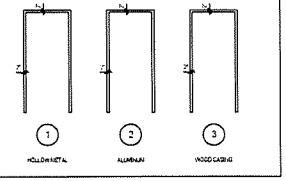

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MADISON, WI 53703

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SCHEDULES

A301

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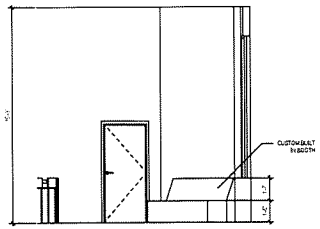
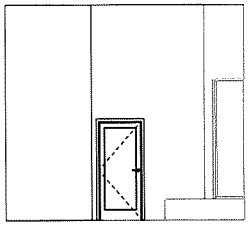
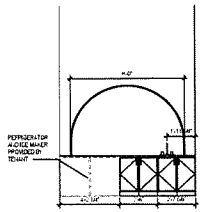


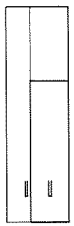
24 A501 GATHERING LOOKING NORTH
SCALE: 1/2" = 1'-0"



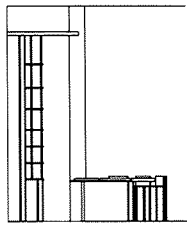
16 A501 ENTRY LOOKING WEST
SCALE: 1/2" = 1'-0"



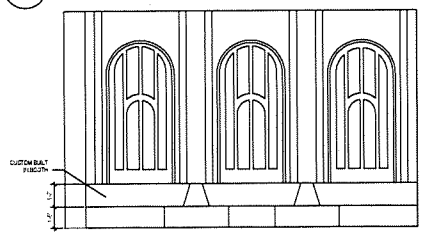
12 A501 VAULT BAR ELEVATION
SCALE: 1/2" = 1'-0"



08 A501 POINT OF SALES COUNTER
SCALE: 1/2" = 1'-0"



04 A501 BEHIND BAR LOOKING NORTH
SCALE: 1/2" = 1'-0"



23 A501 BOOTH ELEVATION
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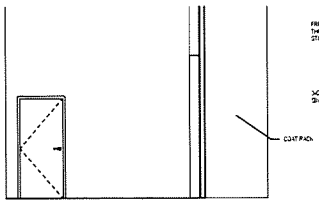

15 A501 ENTRY LOOKING SOUTH
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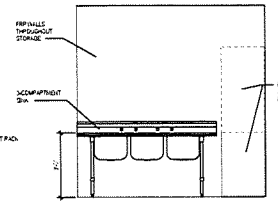
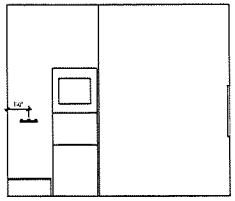
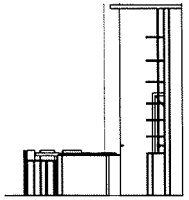


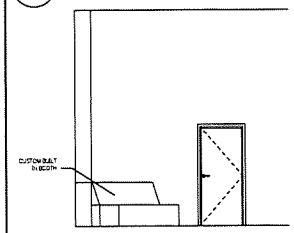
11 A501 STORAGE LOOKING WEAT
SCALE: 3/4" = 1'-0"



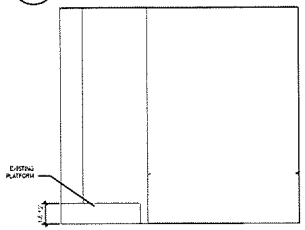
07 A501 STORAGE LOOKING EAST
SCALE: 3/4" = 1'-0"



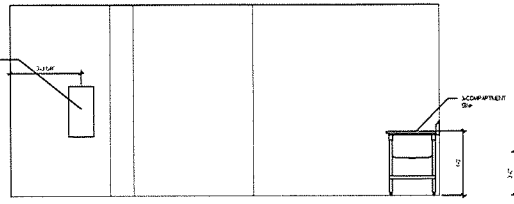
02 A501 BEHIND BAR LOOKING SOUTH
SCALE: 1/2" = 1'-0"



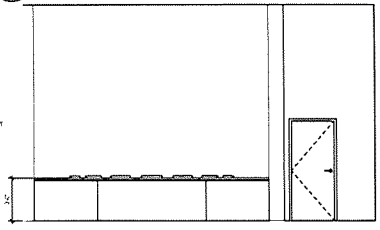
22 A501 GATHERING LOOKING SOUTH
SCALE: 1/2" = 1'-0"



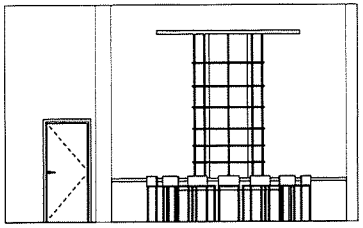
14 A501 ENTRY LOOKING EAST
SCALE: 1/2" = 1'-0"



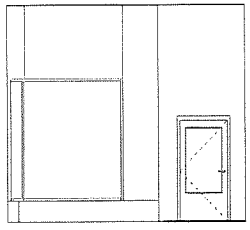
10 A501 STORAGE LOOKING SOUTH
SCALE: 3/4" = 1'-0"



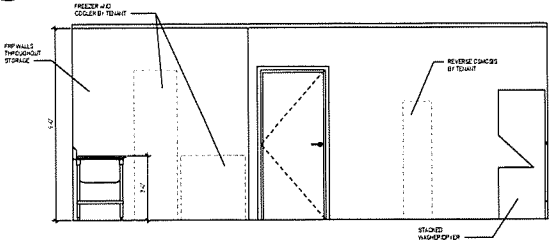
03 A501 BEHIND BAR LOOKING EAST
SCALE: 1/2" = 1'-0"



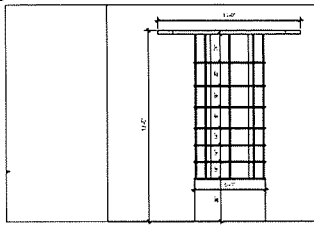
21 A501 FRONT OF BAR ELEVATION
SCALE: 1/2" = 1'-0"



13 A501 ENTRY LOOKING NORTH
SCALE: 1/2" = 1'-0"



09 A501 STORAGE LOOKING NORTH
SCALE: 3/4" = 1'-0"



01 A501 BEHIND BAR LOOKING WEST
SCALE: 1/2" = 1'-0"

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

VEIL & VAULT LLC

VEIL & VAULT INTERIOR BUILDOUT

325 E. WILSON ST
MADISON, WI 53703

ISSUANCE / REVISIONS		
NO:	DESCRIPTION:	DATE:
01	PLAN REVIEW / FOR CONSTRUCTION	09/12/2025
02	RESUBMISSION - PLAN REVIEW / FOR CONSTRUCTION	10/29/2025

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ANGUS - YOUNG ASSOCIATES, INC
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PROJECT NUMBER
81220

APPROVED BY
JAD

REVIEWED BY
JAD

DRAWN BY
EJB

INTERIOR ELEVATIONS

A501

C:\Revit Local Projects\81220-cb-V2025_m_ab.rvt

Sheet Size: 24" x 36" (Arch D)

VEIL & VAULT

SIGNATURE CLASSIC COCKTAILS

WHISKEY & BOURBON

BOULEVARDIER — $15
Bourbon • Campari • Sweet Vermouth *A rich, spirit-forward classic*

PAPER PLANE — $16
Bourbon • Aperol • Amaro Nomino • Lemon

GOLD RUSH — $14
Rye • Cognac • Sweet Vermouth - B*rrigth cıean, and quietly powerful*

VIEUX CARRE — $16
New Orfeans tradition with layers of *spice*, warmth, and charm

GIN CLASSICS

LAST WORD — $16
Gin • Green Chartreuse • Maraschino • Lime *Equal parts balance—*

BEE'S KNEES — $14
Prohibition favorite, elegant in its simplicity *and natural sweetness*

CORPSE REVIVER NO. 2 — $15
Zesty, bright, and perfectly ealibrateevd *—the ultimate pre-dinner cocktail*

AVIATION — $15
Floral and sophisticated, with notes of cherry blossom and chrus

ELEGANT & OTHER SPIRITS

SIDECAR — $15
Elegant and tart — a timeless blend of citrus and warmth

PISCO SOUR — $14
Silky and aromatic with a creamy citrus lift

Company Description

A. Ownership Information

Veil and Vault LLC is owned by Ace McCarty, Courtney McCarty and Dan Hamm. This limited liability corporation will be formed independently of Nitro, LLC to ensure both financial and operational separation of existing and future business owned by the McCarty's and any potential stakeholders.

B. Mission Statement

"Transcend the ordinary"

At Veil and Vault, every cocktail is a masterpiece, meticulously crafted with premium and local ingredients paired to innovative techniques which engage the senses and ignite the imagination. We are dedicated to providing an intimate, immersive atmosphere where the spirit of the Prohibition era is celebrated through sophistication, exclusivity, and a relentless pursuit of excellence.

C. The Vision

Veil and Vault envisions establishing itself as a trailblazer within Madison, WI, by filling a notable void in the city's nightlife and culinary scene. As craft cocktails continue to rise in popularity across the United States, marking their presence in every major city with high-experience offerings, Madison remains a largely untapped market with only a handful of craft cocktail locations. Recognizing this gap, Veil and Vault aims to introduce an unparalleled speakeasy and high-experience craft cocktail lounge to the area. This endeavor is not just about serving exquisite drinks; it's about crafting an immersive experience that transports patrons to a bygone era of mystery and exclusivity, while showcasing the artistry and innovation behind each cocktail. Through Veil and Vault, we seek to bring a slice of the burgeoning national trend of speakeasies and high-quality craft cocktails to Madison, making it a destination for both connoisseurs and those looking to explore the rich, intricate world of mixology in a setting that feels both exclusive and welcoming.

D. Products and Services

Afternoon Operations

As part of the operational planning for our speakeasy, the afternoon preparation routine has been meticulously structured to ensure a seamless transition into the evening's service, providing an unparalleled experience for our guests. This period is critical for setting the tone and ensuring operational excellence. It begins with the thorough setup of the bar, involving a detailed inventory check, strategic placement of liquors and mixers for efficient access, and polishing of glassware to ensure each piece sparkles under the dim, ambient lighting characteristic of our establishment. There will be a heavy focus on preparation of fresh goods for use in the menu items, such as syrups, tinctures, infusions, batched cocktails, and elaborate garnishments.

While bar and kitchen staff are engaged in prep and setup, our host will be stationed in the boutique storefront to engage with walk-in guests, selling and serving items such as macaroons, bottles of wine, and cocktail kits. This ensures the boutique operates as both a standalone retail experience and as a discreet gateway to the speakeasy, maintaining the sense of discovery for those who realize there is more hidden behind the walls.

Evening Operations

Veil and Vault will serve curated craft cocktails designed hand-in-hand with leading industry experts. Veil and Vault qualifies to obtain a Class B Combination license from the City of Madison to serve Liquor, Beer, and Wine. Veil and Vault will employ two bartenders and two server/hostesses. Menus will change seasonally,and both alcoholic and non-alcoholic options will be offered. Hours of operation will be from Wednesday to Saturday. Hours 5pm to 1am.

Accompaniments

Veil and Vault will feature a thoughtfully crafted small plates menu designed to complement and enhance the cocktails we serve. Guests can enjoy these elevated bites alongside a dedicated cocktail menu, offering a wide variety of creative craft cocktails to suit every palate.

Our food and drink program will be available during all days of operation, providing a consistent and elevated experience for every guest. Each visit will also include a complimentary non-alcoholic welcome drink, both included in the 2-drink minimum per person.

Veil and Vault will be hidden behind a boutique storefront, offering guests an added layer of intrigue and discovery in true speakeasy fashion. The boutique will sell thoughtfully curated items such as macaroons, bottles of wine, and cocktail kits to-go, serving both as a standalone retail space and a subtle entry point to the hidden lounge.

The Veil and Vault boutique will serve as both a revenue driver and brand extension, offering a curated selection of premium products that mirror the exclusivity of the speakeasy. The boutique will highlight signature macaroons, wines, and cocktail kits that allow guests to take a piece of the experience home while also acting as the discreet entry point to the lounge. This ensures a balance of retail revenue and guest intrigue, while reinforcing our identity as a lifestyle destination rather than just a bar. Complementing the retail program, the food menu will be carefully curated to pair seamlessly with cocktails, featuring rotating small plates and shareables designed in collaboration with local chefs and purveyors. This culinary focus provides guests with an elevated, holistic dining experience, increases average check size, and strengthens Veil and Vault's differentiation in a competitive market where most competitors remain food or beverage centric but rarely both.

E. Channels of Distribution

Veil and Vault will operate as a direct-to-consumer speakeasy bar, offering an elevated craft cocktail experience designed to engage the senses and provide a must-try experience. Alongside our cocktails, we

December 2025 ALRC New License

Class A Licenses.csv

All items

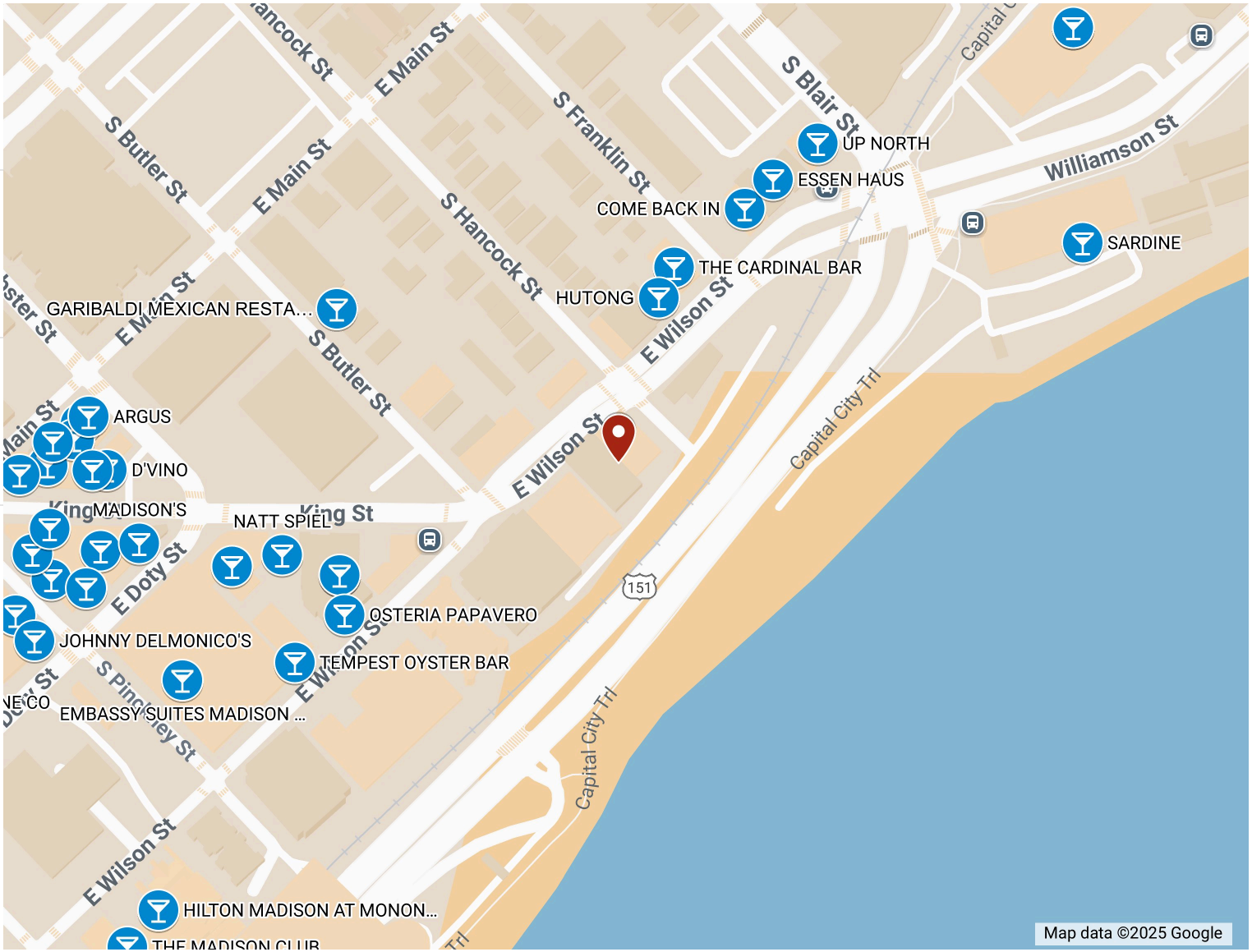
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91036

File ID:	91036	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
La Bonita LLC • dba La Bonita
4915 Commercial Ave • Agent: Rodrigo Flores
Estimated Capacity (in/out): 50/0
Class B Beer • 25% alcohol, 50% food, 25% other
Police Sector 609 (District 3)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 6.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-01004 App.pdf, LICLIB-2025-01004 Supplemental.pdf, 4915 Commercial Ave map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

Action Text: A motion was made by Figueroa Cole, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 91036

Title

Public Hearing - New License
La Bonita LLC • dba La Bonita
4915 Commercial Ave • Agent: Rodrigo Flores
Estimated Capacity (in/out): 50/0
Class B Beer • 25% alcohol, 50% food, 25% other
Police Sector 609 (District 3)

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01004
(License number)

3 (Alder District #) 609 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   La Bonita LLC

2. Trade Name (doing business as) La Bonita

3. Address to be licensed 4915 Comercial Ave Madison Wi 53704.

4. Mailing address

5. Anticipated opening date 3-10-21

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Alcohol will be Stored in a cooler, Alcohol will be Servend at Tables.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 40 - 50 Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

    _____

    _____

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☒ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Rodrigo flores.
13. City, state in which agent resides Windsor, Wisconsin.
14. How long has the agent continuously resided in the State of Wisconsin? 15 years.
15. Has the liquor license agent completed the responsible beverage server training course?

    ☒ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin. 5, 12-21

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Owner	Rodrigo flores	Windsor, Wi

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Rodrigo flores

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9 am - 9 pm	9 am - 9 pm	9 am - 9 pm	9 am - 9 pm	9 am - 9 pm	9 am - 9 pm	9 am - 9 pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
25 % Alcohol 30 % Food 25 % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☒ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20_____.

38. State Seller's Permit 456-1032206236-04

39. Federal Employer Identification Number 80-0991004

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Rodrigo Flores

Business phone 608-358-0363 Business e-mail address rodrigoflores19441s@Gmail.com

Preferred language Spanish

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☒ Yes (language: Spanish)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☒ Sí, lenguaje: Spanish

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

100

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ 11-07-25.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

Clerk's Office checklist for complete applications

☒ WI Seller's Permit Certificate (matching articles of incorporation)	☒ Background investigation form(s)	☒ Floor Plans
☒ FEIN	☐ Form for surrender of previous license	☐ Lease
☒ Written description of premises	☒ *Articles of Incorporation	☒ Business Plan
	☐ *Appointment of Agent	☒ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☒ Orange sign ☒ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office 11/7/25

Date of ALRC meeting 12/17/25 Date license granted by Common Council 1/

Date provisional issued _____ Date license issued _____

Groceries
Fixed tables
15' - 8"
Employee Hand Washing Station
Soap Dispenser
42" Partial Height Wall
Existing Toilet
Existing Toilet
11' - 11"
83" Partial Height Wall
Door to be Replaced Hardware retained
Entrance
12' Hood System
Hand Wash Sink
3 compartments Sinks
Equipment sch
1- 48" Steam table
2- 4 Burner - R
3- Grill 48"
4- Fryer 15 1/2"
5- Pot Rang
6- Ice bin and
7- Meat slicer
8- Misc table
9- Prep table
10- Deli Meat
11- Deli assembly
12- Merchand
13- Existing Pur
14- Handwash Sink

LA Bonita Bussines Plans
We sell a Mexican food with Grocery stor and Sell Beer Also
We open every day 9 to 9

TAQUERIA LA BONITA

BURRITOS	PRICE
Asada (Steak)	7.99
Pollo (Chicken)	7.99
Pastor(Pork)	7.99
Campechano	7.99
(Combination of Meats)	7.99
QUESADILLAS	**PRICE**
Cheese Quesadilla	3.50
Pork &Ham Quesadilla	5.00
Meat Quesadilla	6.00
Sopes	3.50
Carne Asada	11.99
Chuleta Ahumada	10.99
TORTAS	**PRICE**
Milanesa de pollo	8.79
(Breaded Chicken)	
Milanesa de Res	8.79
(Breaded Beef)	
Pastor (Pork)	8.79
Jamon (Pork Ham)	7.99
Chorizo (Sausage)	7.99
Campechano	8.79
(Combination of Meats)	
TACOS	**PRICE**
Asada (Steak)	2.69
Pollo (Chicken)	2.69
Pastor(Pork)	2.69
Chorizo (Sausage)	2.59
Tripa (Beef Tripe)	2.89
Lengua (Beef Tongue)	2.89
Campechano	2.69
(Combination of Meats)	

Sodas - Drinks

2.00 1.00 2.00

Tacos 2.89

Tortas 8.79

Burritos 7.99

Quesadillas 3.50

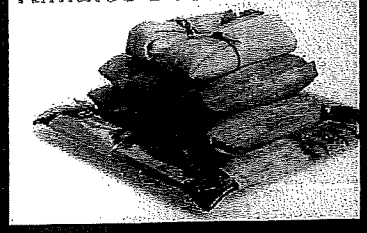
Sopes 3.50

Huaraches 3.50

Especiales de Fines de Semana

Fajitas Mixta 20.99

Tamales Docena 18.99



Barbacoa de Res	9.99
Barbacoa de Borrego	13.99
Carnitas	7.99
Menudo	9.99

Visitenos:

7 dias
a la semana
Lunes a Sabado
10: a 8:00 PM
Domingo

4915 Comercial Ave
Madison Wi 53704
(608) 283-9982

December 2025 ALRC New License

Class A Licenses.csv

All items

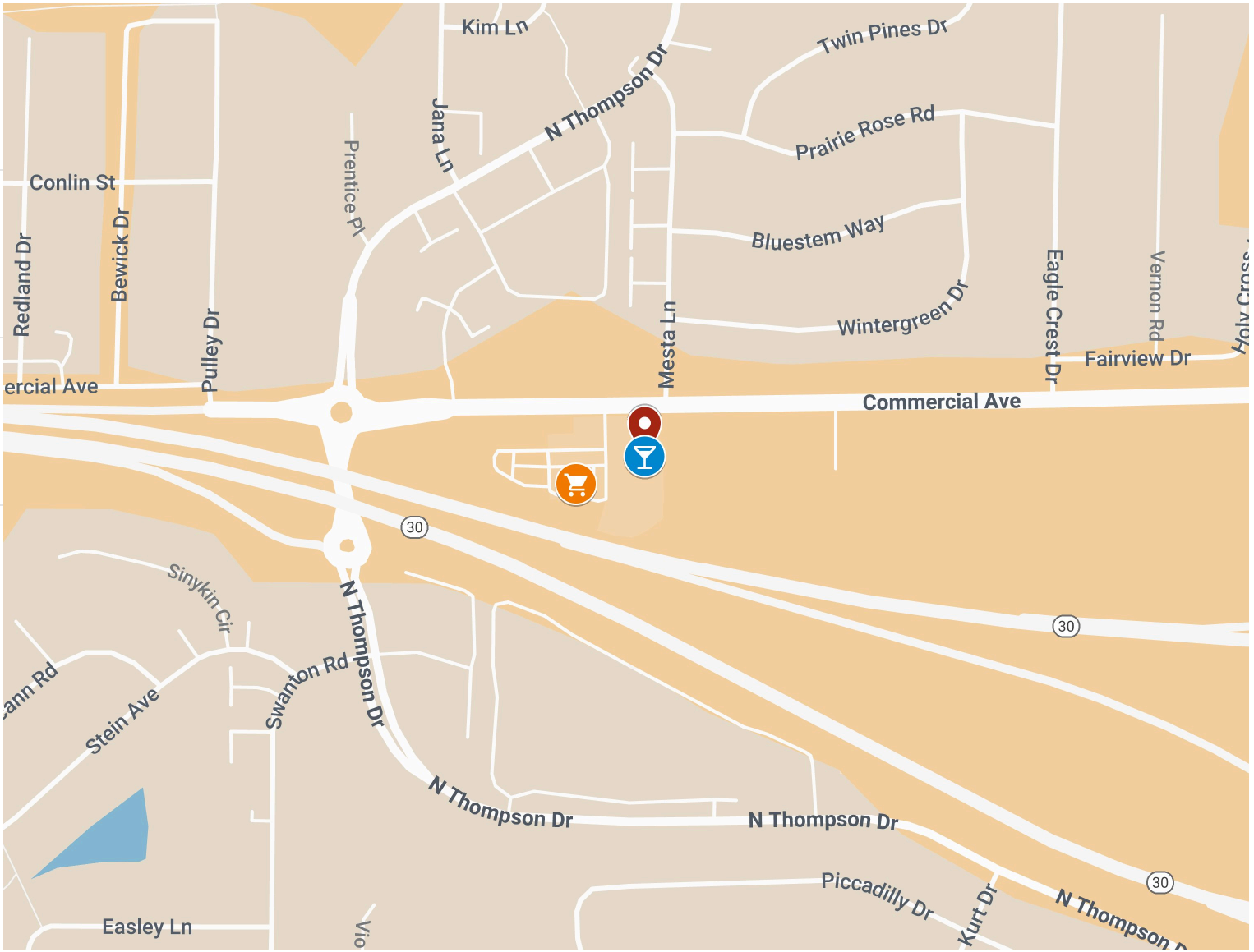
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91037

File ID:	91037	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
La Bonita LLC • dba La Bonita
5534 Eastpark Blvd • Agent: Rodrigo Flores
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 520 (District 17)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 7.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-01005 App.pdf, LICLIB-2025-01005 Supplemental.pdf, 5534 Eastpark Blvd map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Westra, seconded by Klemons, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

One registration in support.

Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91037

Title

Public Hearing - New License
La Bonita LLC • dba La Bonita
5534 Eastpark Blvd • Agent: Rodrigo Flores
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 520 (District 17)

Liquor/Beer License Application

107

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01005

(License number)

17 (Alder District #) 520 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☒ Beer, ☒ Liquor,

☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit.

   La Bonita LLC

2. Trade Name (doing business as) La Bonita

3. Address to be licensed 5534 Eastpark Blvd, Madison, WI

4. Mailing address

5. Anticipated opening date 12-01-2025

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Alcohol will be Stored in a cooler, Alcohol will be Served at tables.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 50 Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

    _____

    _____

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Rodrigo Flores

13. City, state in which agent resides Windsor Wisconsin.

14. How long has the agent continuously resided in the State of Wisconsin? 15 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☑ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin, 5-12-21

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Owner	Rodrigo Flores	Windsor Wi

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Rodrigo Flores

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☒ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☒ No ☒ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10 am - 9 pm	10 am - 9 pm	10 am - 9 pm	10 am - 9 pm	10 am - 9 pm	10 am - 9 pm	10 am - 9 pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
30 % Alcohol 70 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☒ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20_____.

38. State Seller's Permit 4 5 6 - 1 0 3 2 2 0 6 2 3 6 - 0 4

39. Federal Employer Identification Number 80-0991004

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Rodrigo Flores

Business phone 608-358-0363 Business e-mail address rodrigoflores194413@Gmail.com

Preferred language Spanish

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☒ Yes (language: Spanish)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☒ Sí, lenguaje: Español

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ 11-07-25

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

Clerk's Office checklist for complete applications

☒ WI Seller's Permit Certificate (matching articles of incorporation) ☒ FEIN ☒ Written description of premises	☒ Background investigation form(s) ☐ Form for surrender of previous license ☒ *Articles of Incorporation ☒ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ✓ ☐ Lease ✓ ☒ Business Plan ☐ **Sample Menu ✓ ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

LA Bonita Bussines Plans
We sell a Mexican food with Grocery stor and Sell Beer Also
We opem every day 9 to 9

TAQUERIA LA BONITA

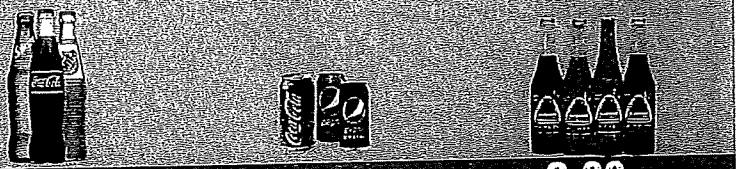
BURRITOS	PRICE
Asada (Steak)	7.99
Pollo (Chicken)	7.99
Pastor(Pork)	7.99
Campechano	7.99
(Combination of Meats)	7.99

QUESADILLAS	PRICE
Cheese Quesadilla	3.50
Pork &Ham Quesadilla	5.00
Meat Quesadilla	6.00
Sopes	3.50
Carne Asada	11.99
Chuleta Ahumada	10.99

TORTAS	PRICE
Milanesa de pollo (Breaded Chicken)	8.79
Milanesa de Res (Breaded Beef)	8.79
Pastor (Pork)	8.79
Jamon (Pork Ham)	7.99
Chorizo (Sausage)	7.99
Campechano (Combination of Meats)	8.79

TACOS	PRICE
Asada (Steak)	2.69
Pollo (Chicken)	2.69
Pastor(Pork)	2.69
Chorizo (Sausage)	2.59
Tripa (Beef Tripe)	2.89
Lengua (Beef Tongue)	2.89
Campechano (Combination of Meats)	2.69

Sodas - Drinks

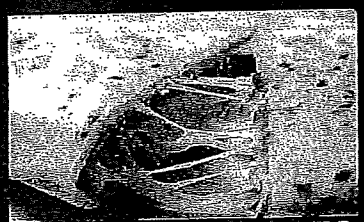


2.00 1.00 2.00

Tacos 2.89

Tortas 8.79

Burritos 7.99



Quesadillas 3.50

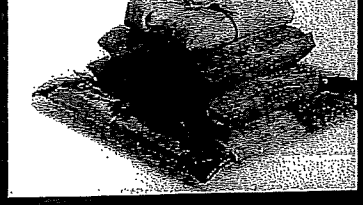
Sopes 3.50

Huaraches 3.50

Especiales de Fines de Semana

Fajitas Mixta 20.99

Tamales Docena 18.99



Barbacoa de Res	9.99
Barbacoa de Borrego	13.99
Carnitas	7.99
Menudo	9.99

Visitenos:

7 dias
a la semana
Lunes a Sabado
10: a 8:00 PM
Domingo

4915 Comercial Ave
Madison Wi 53704
(608) 283-9982

December 2025 ALRC New License

Class A Licenses.csv

All items

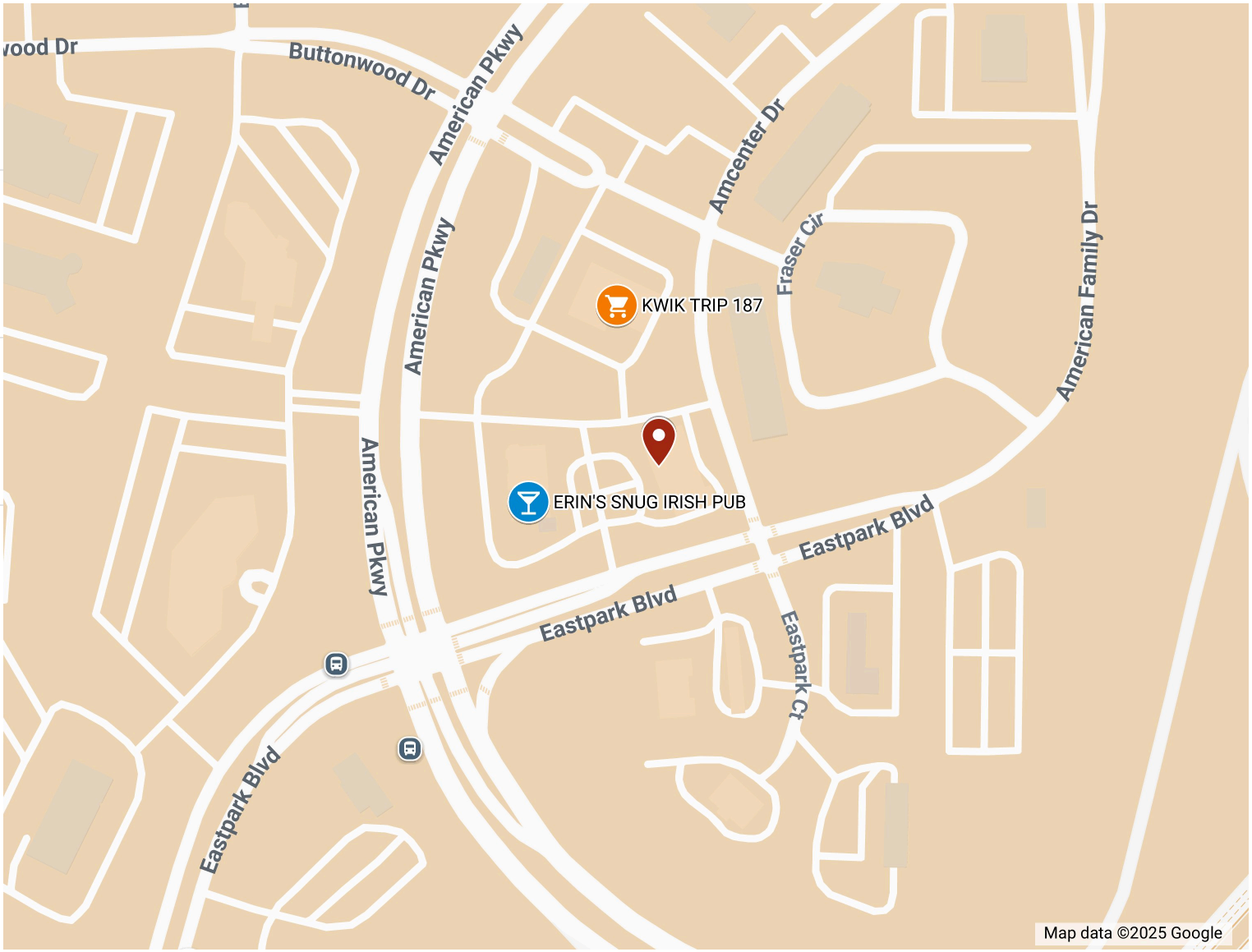
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91038

File ID:	91038	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Center for Black Excellence and Culture Inc • dba Center for Black Excellence and Culture
671 W Badger Rd • Agent: Janine Stephens Hale
Estimated Capacity (in/out): 735/0
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 310 (District 14)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 8.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-01014 App.pdf, LICLIB-2025-01014 Supplemental.pdf, 671 W Badger Rd map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

Action Text: A motion was made by Glenn, seconded by Westra, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 91038

Title

Public Hearing - New License
Center for Black Excellence and Culture Inc • dba Center for Black Excellence and Culture
671 W Badger Rd • Agent: Janine Stephens Hale
Estimated Capacity (in/out): 735/0
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 310 (District 14)

Liquor/Beer License Application

(Agenda Item Number) _____

(Legistar file number) _____

(License number) LICLIB.2025.01014

(Alder District #) 14 (Police Sector) 310

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☑ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Center for Black Excellence and Culture, Inc.

2. Trade Name (doing business as) _____

3. Address to be licensed 671 W. Badger Rd, Madison WI 53713

4. Mailing address PO Box 259042, Madison WI 53725

5. Anticipated opening date January 1, 2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☑ No ☐ Yes (explain)

   _____

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

   _____

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Alcohol beverages will be sold and stored in two main areas. There will be a built in bar located in the Garden/Atrium located on the lower level of the building and Club Afrique, an exclusive member only lounge located on the upper level of the building. Each bar area has properly built in and designated storage for the alcohol.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

Indoor: 135 for lounge/ 361 large theatre 239 small theatre Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

We have a private parking lot that will be monitored by a contracted security company when hosting events

As well as 2-4 volunteers to monitor entry/exit points who will be provided with vests, radios or cell phones

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☑ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Janine Stephens Hale

13. City, state in which agent resides Madison, WI

14. How long has the agent continuously resided in the State of Wisconsin? 41 years

15. Has the liquor license agent completed the responsible beverage server training course?

☑ No, but will complete prior to ALRC meeting ☑ Yes, date completed 10/28/2025

16. State and date of registration of corporation, nonprofit organization, or LLC.

Wisconsin, 05/03/2021

17. In the table below list the directors of your corporation or the members of your LLC.
☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
President	Alexander Gee, Jr.	Fitchburg, WI
Chairman	Raymond Allen	Madison, WI
	Francis Huntley- Cooper	Fitchburg, WI
Treasurer	Brian Russell	Fitchburg, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

Jason Fields

19. Is applicant a subsidiary of any other corporation or LLC?

☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☑ Other Event venue

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☑ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12pm-9pm	10am-9pm	10am-9pm	10am-9pm	10am-9pm	12pm-11pm	11am-11pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Pre-packaged food and snacks

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
40 % Alcohol 60 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☑ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☑ Yes—what kind? Live music, DJ theatrical performances, comedy shows

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☑ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 26 .

38. State Seller's Permit 4 5 6 - 1030779756 - 05

39. Federal Employer Identification Number 85-3072819

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Janine Stephens Hale

Business phone 608-205-8378 Business e-mail address jshale@theblackcenter.org

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

11/4/25
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)	☐ Background investigation form(s)	☐ Floor Plans
☐ FEIN	☐ Form for surrender of previous license	☐ Lease
☐ Written description of premises	☐ *Articles of Incorporation	☐ Business Plan
	☐ *Appointment of Agent	☐ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

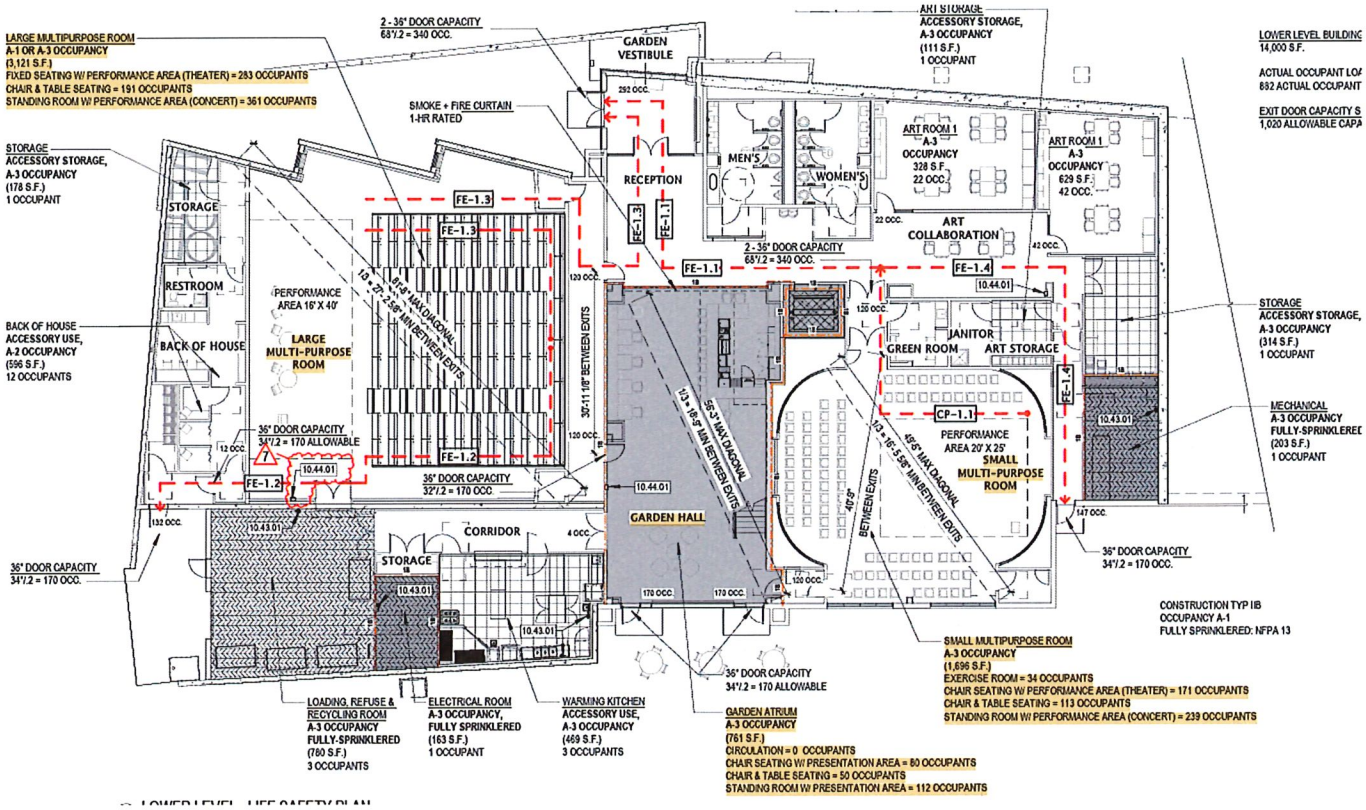
☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

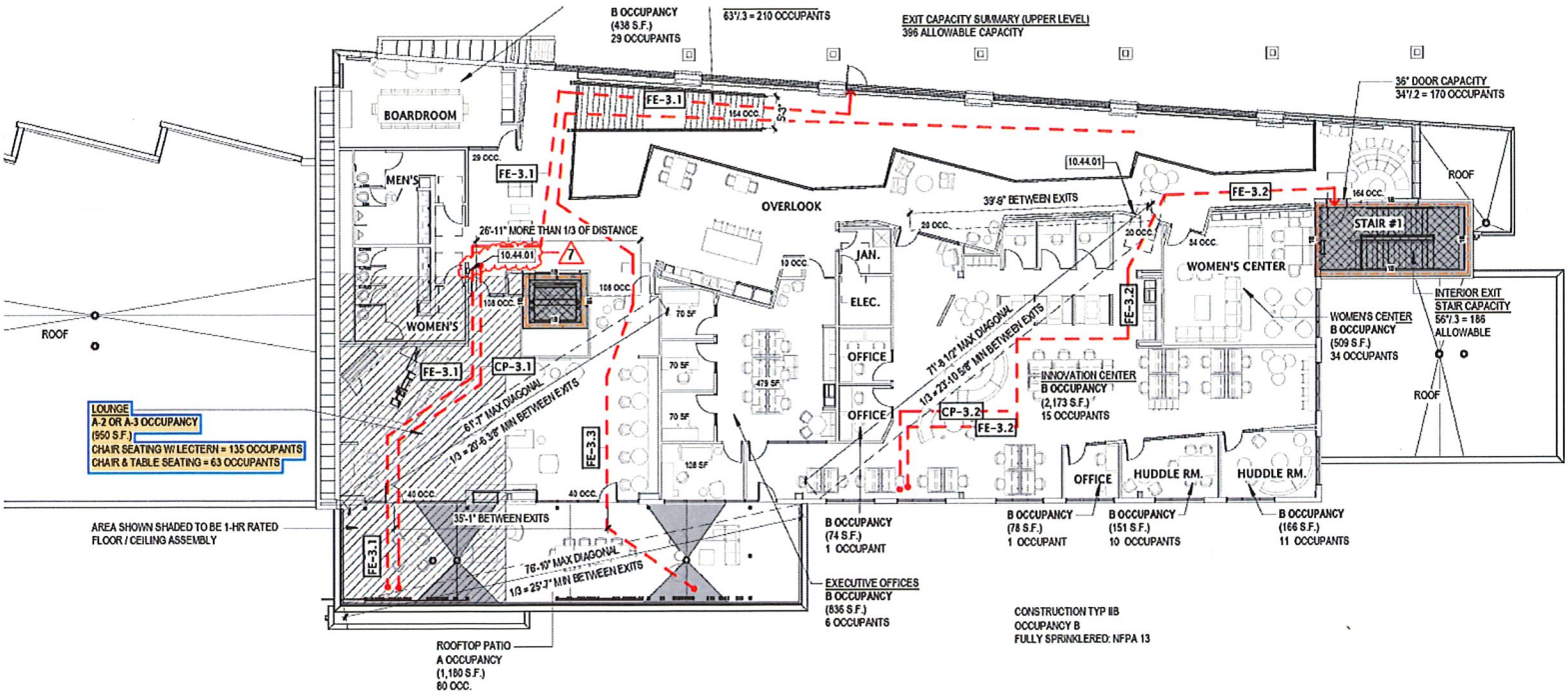
Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Alcohol will be served in the Large Multipurpose Room, Garden Atrium and Small Multipurpose Room during special events



Alcohol will be served in the 3rd floor lounge



HUFFMAN KEEL

June 1, 2024

The Center for Black Excellence and Culture is expected to be constructed in 2024/2025 and will consist of a three story, approximately 35,000 square foot building located at 655 W Badger Road, Madison.

This cultural center will have two multi-purpose gathering spaces capable of hosting performing arts events including live performances, theater, film festivals, and a variety of other assembly eventsin including lectures, weddings and hosting school field trip events. The larger of these two rooms (Space A, noted below) will be equipped with a retractable platform system with 240 integral theater seats. The smaller room (Space B) will accommodate up to 100 people with loose seating. A large Garden Atrium (Space C) will be situated between these venues providing for casual gathering before and after events. A catering kitchen (Space D) will also be adjacent to these spaces.

Approximately 1350 square feet will be dedicated to visual arts production rooms (Spaces E) and another 650 sf for gallery/exhibition space (Space F).

Six independent, classroom-type spaces (Spaces G) will be available for meetings and youth functions with one equipped as a multi-media center. A small recording studio (Space H), with control room and sound booth will be provided.

Adjacent to the main entry will be a reception desk, merchandise store (Space I) and a large commons (Space J) for gatherings and small events.

Limited access will be provided to the upper floor for those attending the Center's office suite (Space K) and board room (Space L), a large private lounge with an outdoor roof-top patio (Space M), approximately 2700 sf of co-working space (Space N), and a Women's Center (Space O).

Space A – Large Multi-Purpose Room, 3135 sf : theater, music, film, lecture, weddings, school field trips

Space B – Small Multi-Purpose Room, 1704 sf : theater, music, film, lecture, weddings, school field trips

Space C – Garden Atrium, 1440 sf : pre-event gathering, bar and catering service, informal events

Space D – Kitchen, 451 sf : catering/finishing kitchen (not full production)

Spaces E – Art Production, 627 sf, 325 sf, 399 sf : 2D & 3D art production

Space F – Art Gallery, 654 sf : art exhibition

Spaces G – Meeting Rooms, 599 sf, 642 sf, 682 sf, 742 sf, 464 sf, 439 sf : classrooms, youth functions, meetings, reading room, senior center

Space H – Recording Studio, 381 sf : music and spoken word recording

Space I – Reception & Store, 340 sf : information, merchandise sale

Space J – Commons, 1536 sf : gathering

Space K – Executive Offices, 874 sf : business offices

Space L – Board Room, 405 sf : meetings

Space M – Lounge, 1428 sf : causual gatherings with food and drink, lectures

Space N – Inovation Center, 2700 sf : co-working office environment

Space O – Women's Center, 513 sf : gathering/meeting space

Center for Black Excellence and Culture
Club Afrique and Garden Atrium Bar Menu

Center for Black Excellence and Culture Club Afrique and Garden Atrium Bar Menu
Bar services operated by CBEC will offer beer, wine, and simple cocktails alongside light food service. Alcohol service is limited to guests aged 21+ during posted hours.

Beer & Cider

Item	Description	Size	Price
Local Craft Lager	Light, crisp lager brewed locally	12 oz bottle	$6
Amber Ale	Smooth malt-forward ale	12 oz bottle	$6
Hard Cider	Semi-dry, gluten-free cider	12 oz can	$7
Domestic Light Beer	Traditional American-style light beer	12 oz bottle	$5

Wine by the Glass

Item	Type	Region	Price
House White	Chardonnay or Sauvignon Blanc	California	$8
House Red	Cabernet Sauvignon or Merlot	California	$8
Rosé	Dry, fruit-forward	Oregon	$8
Sparkling Wine	Prosecco	Italy	$9

THE CENTER

Simple Cocktails

Item	Ingredients	Price
Classic Margarita	Tequila, triple sec, lime juice, salt rim	$10
Whiskey Sour	Whiskey, lemon juice, simple syrup	$9
Vodka Cranberry	Vodka, cranberry juice, lime	$8
Rum & Cola	Light rum, cola, lime wedge	$8
Gin & Tonic	London dry gin, tonic, lime	$8
Mocktail Mule (Nonalcoholic)	Ginger beer, lime, mint	$6

Nonalcoholic Beverages

Item	Price
Sparkling Water	$3
Soft Drinks	$3
Iced Tea or Lemonade	$4
Coffee or Espresso	$4
Mocktail of the Month	$6

Light Snacks (Available During Alcohol Service)

Item	Description	Price
Cheese & Cracker Plate	Local cheeses, fruit, crackers	$10
Flatbread or Panini	Rotating seasonal options	$9

Hummus & Veggie Plate	Served with pita wedges	$8
Chips & Salsa	Fresh tomato salsa	$6
Dessert Bites	Mini brownies or cookies	$5

🕒 Proposed Alcohol Service Hours

Day	Hours
Thursday	5:00 PM – 9:00 PM
Friday	5:00 PM – 10:00 PM
Saturday	4:00 PM – 10:00 PM
Sunday	3:00 PM – 8:00 PM

⚖️ Responsible Service Statement

The Center Lounge is committed to the safe and responsible service of alcohol.

- All servers will complete Responsible Beverage Service (RBS) training.
- Alcohol will only be served with food available on-site.
- ID will be checked for all patrons purchasing alcohol, regardless of age appearance.
- No drink specials, 'shots-only' service, or self-service alcohol is permitted.

December 2025 ALRC New License

Class A Licenses.csv

All items

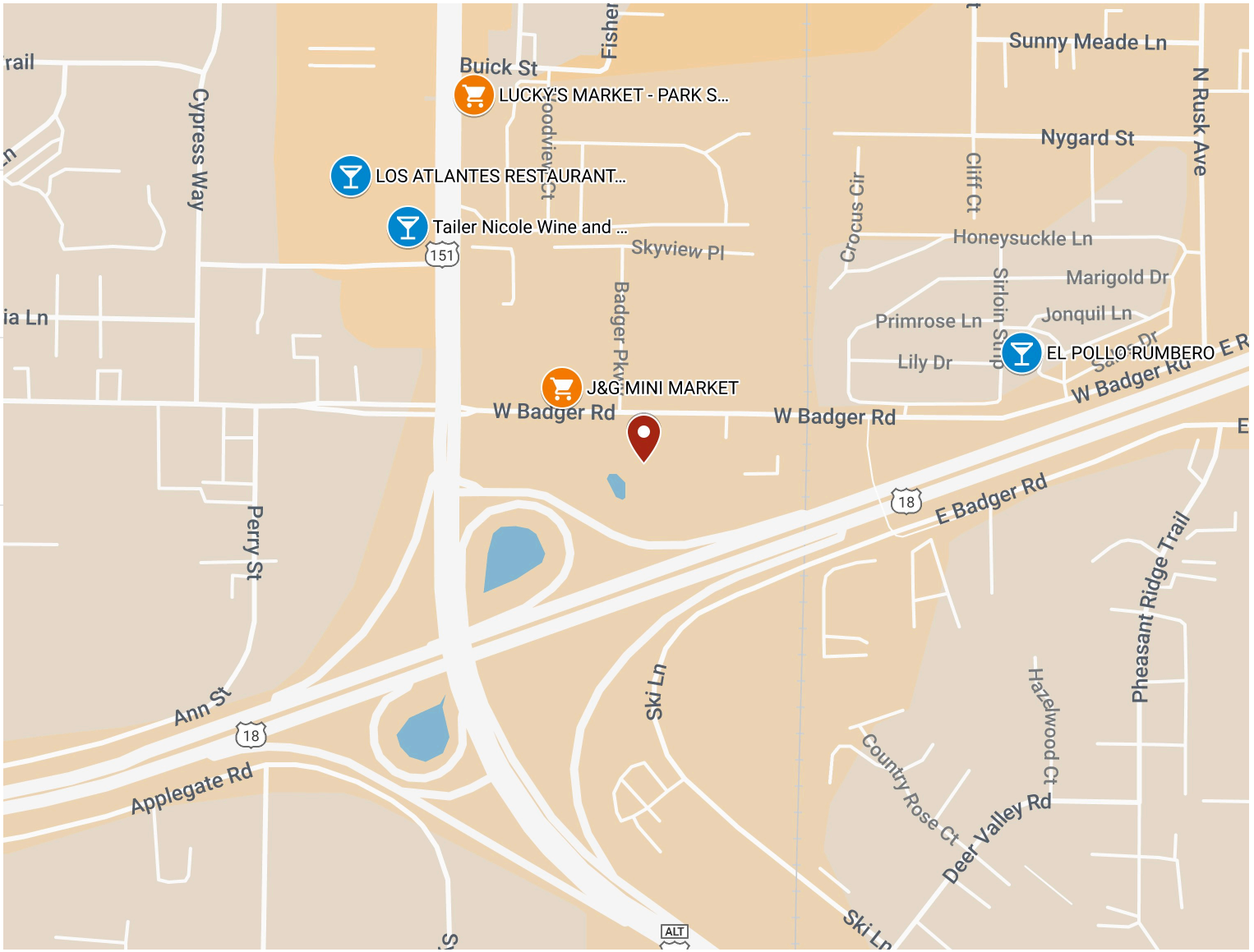
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91039

File ID:	91039	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Banzo LLC • dba Banzo
2105 Sherman Ave • Agent: Netalee Sheinman
Estimated Capacity (in/out): 30/30
Class B Combination Liquor & Beer • 1% alcohol, 98% food, 1% other
Police Sector 501 (District 12)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	9.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-01026 App.pdf, LICLIB-2025-01026 Supplemental.pdf, 2105 Sherman Ave map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

Action Text: A motion was made by Glenn, seconded by Westra, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 91039

Title

Public Hearing - New License
Banzo LLC • dba Banzo
2105 Sherman Ave • Agent: Netalee Sheinman
Estimated Capacity (in/out): 30/30
Class B Combination Liquor & Beer • 1% alcohol, 98% food, 1% other
Police Sector 501 (District 12)

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIB·2025·01026
(License number)

12 (Alder District #) 501 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☒ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Banzo LLC

2. Trade Name (doing business as) Banzo

3. Address to be licensed 2105 Sherman Ave. Madison, WI 53704

4. Mailing address 2105 Sherman Ave. Madison, WI 53704

5. Anticipated opening date open since 09/2011

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☑ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Banzo is a small fast-casual restaurant with a dining room on the ground floor and an outdoor patio. The second floor of the building is used for offices and storage.

   Alcohol will be stored in secure stock rooms on 2nd floor and basement accessible by authorized staff only.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 30 Outdoor: 30

10. Describe existing parking and how parking lot is to be monitored.

    We currently rent 17 parking spots in the lot adjacent to the restaurant. Security cameras are in place 24 hours.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☐ No ☑ Yes, license issued to Banzo LLC (beer & wine) (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Netalee Sheinman

13. City, state in which agent resides Madison, WI

14. How long has the agent continuously resided in the State of Wisconsin? 14 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☑ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin - August 2011

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
member	Netalee Sheinman	Madison, WI
member	Aaron Collins	Madison, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Aaron Collins

19. Is applicant a subsidiary of any other corporation or LLC?

    ☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☑ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
-	-	11a - 9p	11a - 9p	11a - 9p	11a - 9p	11a - 9p
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. food

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
1 % Alcohol 98 % Food 1 % Other

If applicable, describe "Other": merchandise

Do you have written records to document the percentages shown? ☐ No ☑ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☑ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ No ☑ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2026.

38. State Seller's Permit 456-1027381968-02

39. Federal Employer Identification Number 45-2970859

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Aaron Collins

Business phone 608-441-2002 Business e-mail address aaron@banzomadison.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans, ☑ Copy of Lease, ☑ Business Plan, and ☑ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

11/14/2025
(Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only
Upon Application Submission, the Clerk's Office issued to the application: ☐ Orange sign ☐ Orange business card ☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information		
Date complete application filed with Clerk's Office _____ Date of ALRC meeting _____ Date license granted by Common Council _____ Date provisional issued _____ Date license issued _____		

Banzo – Business Plan for Liquor License Application

Madison, Wisconsin

1. Executive Summary

Banzo is a well-established fast-casual Mediterranean restaurant that has operated in Madison, Wisconsin for nearly 15 years. Known for its warm, inviting atmosphere and award-winning handmade Mediterranean cuisine, Banzo serves a loyal customer base of neighborhood regulars, new residents, and diners who value high-quality ingredients and a welcoming environment.

To enhance the guest experience, remain competitive, and increase revenue, Banzo plans to introduce a thoughtfully curated craft cocktail program that complements its Mediterranean menu. This business plan outlines the concept, operational approach, and responsible-service measures that will guide the addition of alcoholic beverages to the restaurant.

---

2. Company Overview

Founded in Madison, WI, Banzo has become a neighborhood staple and has earned *Best of Madison* awards in the Mediterranean/Middle Eastern category for more than 10 consecutive years. The restaurant operates with a fast-casual counter-service model and offers dine-in, takeout, delivery, and catering.

Banzo is recognized for its commitment to high-quality ingredients, environmentally conscious practices, meaningful community engagement, and a strong, supportive workplace culture.

---

3. Concept & Proposed Cocktail Program

Banzo plans to introduce a small, focused craft cocktail menu that enhances the overall dining experience while maintaining simplicity and efficiency. Key components include:

- A curated list of signature cocktails incorporating Mediterranean-inspired flavors such as citrus, herbs, and regionally influenced spirits.
- One to two rotating seasonal cocktails featuring fresh, local ingredients.
- Batch-prepared cocktails stored securely in the back-of-house, allowing staff to pour drinks quickly and consistently.
- The potential inclusion of zero-proof craft beverages to accommodate guests who prefer non-alcoholic options.

This program aligns with Banzo's culinary identity and the expectations of guests who value quality, thoughtful preparation, and consistency.

---

4. Market & Customer Base

Banzo serves a diverse yet cohesive customer base, primarily composed of:

- Long-time regulars who dine with Banzo frequently
- New residents in the area discovering high-quality, community-oriented restaurants
- Guests who prioritize fresh ingredients, scratch-made food, and a warm, welcoming atmosphere

The introduction of craft cocktails is expected to deepen engagement with these guests and enhance their overall dining experience, while attracting additional patrons seeking full-service-quality beverages in a casual setting.

---

5. Operations & Staffing

The cocktail program is designed to be operationally efficient and require no major workflow changes:

- No additional staffing is needed. Current staff will receive all required alcohol-service training.

- Banzo will appoint a designated Liquor Agent to manage compliance and oversee the program.
- Planned small investments include:
    - Staff training and certification courses
    - Secure bar equipment and dispensing tools
    - Locking storage cabinets for alcohol inventory

Batch preparation and streamlined service ensure that cocktails can be served quickly without impacting food operations.

---

6. Safety, Compliance & Responsible Service

Banzo prioritizes safety and compliance in all aspects of service. Alcohol service will follow strict procedures, including:

- Responsible server training for all staff who serve alcohol
- Rigorous ID verification for all alcohol purchases
- Secure storage with controlled access for all alcoholic products
- Ongoing monitoring and oversight by the Liquor Agent

These measures ensure responsible service and a safe dining environment for all guests.

---

7. Community Impact & Reputation

Banzo has earned a strong reputation in Madison for nearly 15 years through:

- Consistent recognition as one of the city's top Mediterranean restaurants
- Regular donations and volunteer partnerships with local nonprofit organizations

- Environmentally conscious initiatives and sustainable operating practices
- A commitment to positive staff culture and community-building

The introduction of a modest and well-managed cocktail program will allow Banzo to continue evolving while maintaining its community-focused identity.

---

8. Financial Outlook

Adding a small craft cocktail menu is expected to:

- Increase average check value
- Boost overall revenue
- Attract additional guests seeking a more complete dining experience
- Strengthen the restaurant's competitive position in the neighborhood

Because of the batch-preparation model and minimal capital investment, the financial risk is low and the potential return is strong.

---

9. Conclusion

Banzo is well positioned to responsibly offer a selection of craft cocktails that enrich the guest experience and align with the restaurant's commitment to quality and community. With a strong history in Madison, a loyal customer base, and a thoughtful operational plan, Banzo will ensure that alcohol service is handled safely, effectively, and in a way that enhances its role as a neighborhood fixture.

HAND-MADE MEDITERRANEAN

Banzo

Step 1: What do you want?

Pita Sandwich $12
Filled with hummus, pickles, chips, and chopped salad

Rice Bowl $13.50
Majadra rice, chopped salad, and hummus

Salad Bowl $14
Mixed greens with chopped salad, olives, chickpeas, feta, and lemon agave dressing

Hummus Bowl $11.75
Homemade hummus with pita

Step 2: How do you want it?

Banzo
Classic Falafel
Fried Fresh

Harvest
Classic Falafel +
Seared Eggplant

Batata
Sweet Potato
Falafel

F-Bomb
Classic Falafel +
Choice of Chicken
(+ $2.50)

Chick
Marinated Chicken
Tenderloin
(+ $2.50)

Shawarma
Slow Roasted
Chicken Thighs
(+ $2.50)

Kofta
Ground Beef Kebabs
In Curry Sauce
(+ $2.50)

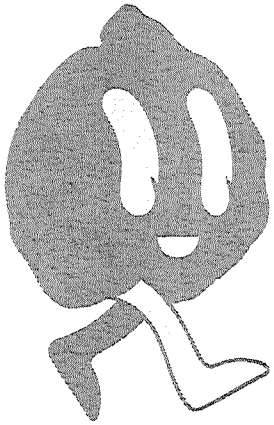
Lamb
Turkish Coffee
Glazed (+ $10)

Sides? *1 for $4.50 3 for $12.00*

- Falafel
- Batata
- Hummus + Pita
- Babaganush + Pita
- Hand Cut Fries
- Majadra Rice
- Chopped Salad
- Couscous Tabouli
- Roasted Beet Salad
- Moroccan Carrots
- Fried Cauliflower

Extras?

Lentil Soup - cup $3.50 bowl $5.50
Hand-cut Chips $2.50
Pita Chips $2.50
Pita $2.50
Falafel or Eggplant $2
Pickled Red Onions $1
Tea Egg $2
Chicken $3.50
Baklava $4.50
Salted Tahini Chocolate Chip Cookie $2.25
Sauces $0.50 - tahini, yogurt dill, chili garlic (hot), or green chili (hot)



Ready to order?

Tuesday - Saturday 11am-9pm

2105 Sherman Ave
Madison, WI 53704

call
(608) 441-2002

online
BanzoMadison.com

Deli Items

Salads and Spreads 16oz
$11 each or 3 for $30

- babaganush
- chopped salad
- couscous tabouli
- roasted beet salad
- Moroccan carrots

Homemade Hummus
16 oz. $6.99

Take and Bake Falafel
(12 pieces) $6.99

Sauces 6 oz. $3

- tahini
- yogurt dill
- chili garlic (hot)
- green chili (hot)
- lemon agave dressing

Sliced Dill Pickles
6 oz. $3

Kalamata Olives
6 oz. $6

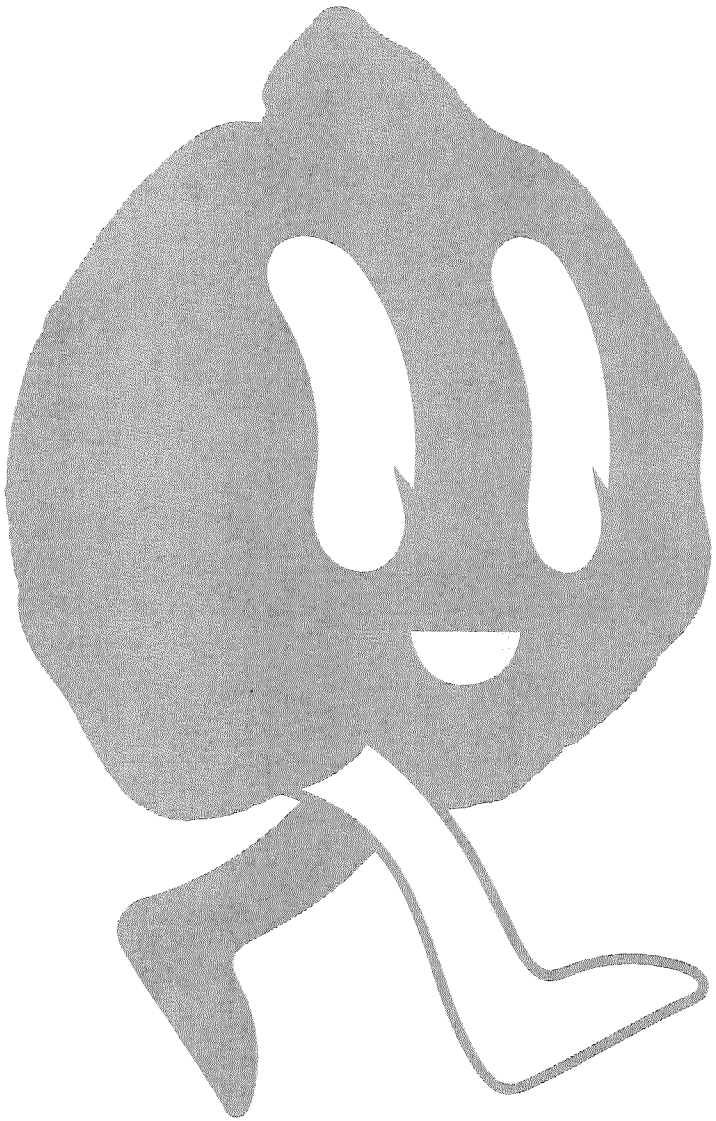
Pita (package of 4) $8

Take and Bake Family Meal $60

1 lb. majadra rice, 1 lb. chicken, 12 falafel, 16 oz. chopped salad, 16 oz. homemade hummus, 4 pitas and sauces *Vegan option (no chicken, double falafel)

HAND-MADE MEDITERRANEAN

Banzo



(608) 441-2002 BanzoMadison.com

Drinks

Spindrift $2.50
lemon lime
grapefruit
pineapple
nojito

San Pelligrino $2.50
plain
lime
cherry
peach

Specher Sodas $3
root beer
low-cal root beer
cherry cola
cream soda

Let It Ride Kombucha $5
ginger
blueberry
raspberry

Iced Chai-der $6

Apple Juice Box $1.50

Water (12oz can) $2.50

Wine

By The Bottle $24
pinot grigio
pinot noir
cabernet sauvignon

By The Can $8
malbec
cabernet sauvignon
chardonnay
pinot grigio
rosé

Sangria $8
house-made red wine sangria
w/ grapes and pears

Coffee & Tea

Iced Turkish Coffee $6
black
with oat milk

Coffee $3
"Banzo Blend" by Just Coffee Coop

Home-Brewed Iced Tea $3.50
unsweetened black tea brewed w/
mint leaves and tart cherry

Yerba Mate $4
revel berry
enlighten mint

Teasider Hot Tea $3
Banzo Blend (black tea w/ lemon, mint, hyssop)
earl gray
green
midwest mint (caffeine free)

Beer, Cider & Hard Seltzer

PBR Tallboy $4

Delta Beer Lab (16oz) $6
German-style pilsner
hazy IPA
strawberry rhubarb sour
amber ale
porter

ACE Perry Craft Cider $5

Spindrift Spiked Pineapple $6

Non-Alcoholic
Hop Water $5
Untitled Art Grapefruit Radler $5
Honey Bee Cannabis Co
Ginger Lime THC Sparkling Water $6

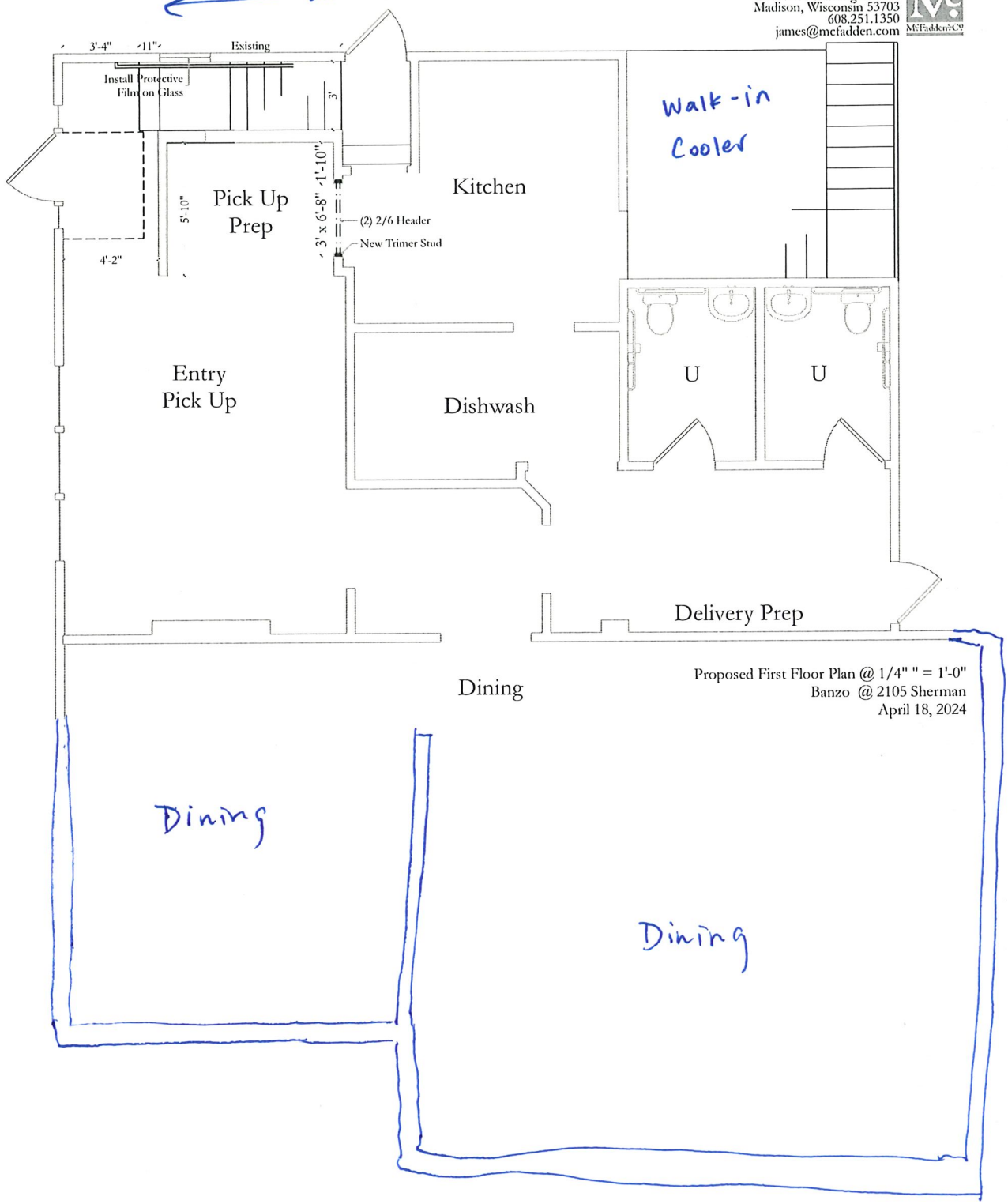
Cocktails

- Signature Cocktail #1 $8
- Signature Cocktail #2 $8
- Signature Cocktail #3 $10
- Seasonal Cocktail $11

→ upstairs (office + storage) - staff only

← downstairs (storage) - staff only

McFadden & Company
380 West Washington Ave
Madison, Wisconsin 53703
608.251.1350
james@mcfadden.com



Proposed First Floor Plan @ 1/4" " = 1'-0"
Banzo @ 2105 Sherman
April 18, 2024

December 2025 ALRC New License

Class A Licenses.csv

All items

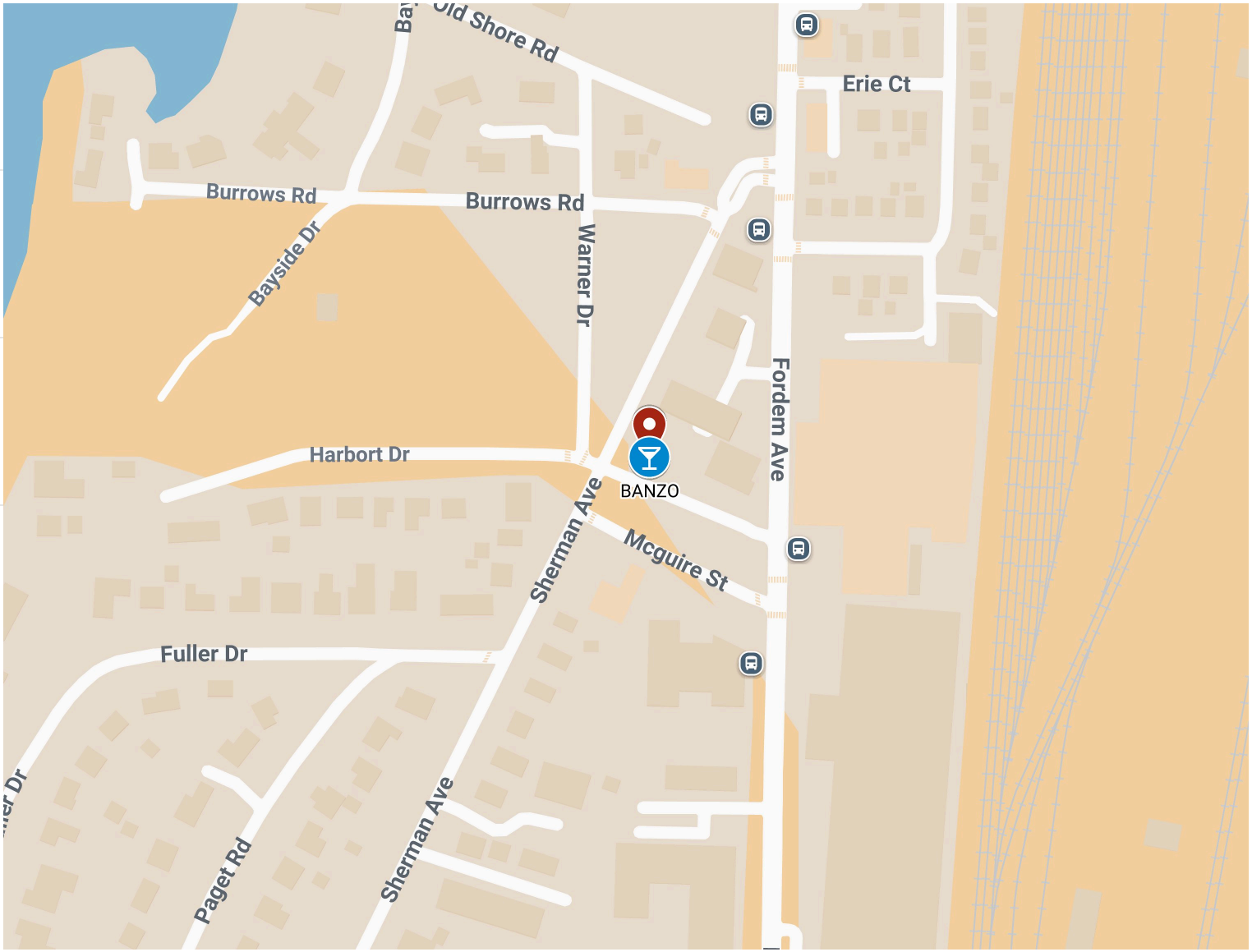
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91040

File ID:	91040	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Capitol Club LLC • dba The Capitol Club
107 State St • Agent: Stephen Matteo Bell-Castile
Estimated Capacity (in/out): 93/30
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 405 (District 4)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 10.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-01028 App.pdf, LICLIB-2025-01028 Supplemental.pdf, 107 State St map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

Action Text: A motion was made by Verveer, seconded by Barushok, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 91040

Title

Public Hearing - New License
Capitol Club LLC • dba The Capitol Club
107 State St • Agent: Stephen Matteo Bell-Castile
Estimated Capacity (in/out): 93/30
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 405 (District 4)

151

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01028
(License number)

(Alder District #) (Police Sector)
Office Use Only

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor, ☑ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit. Capitol Club LLC
2. Trade Name (doing business as) The Capitol Club
3. Address to be licensed 107 State St. Madison, WI, 53703
4. Mailing address 461 East Washington Ave, Madison, WI, 53703
5. Anticipated opening date January 2026
6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?
   ☑ No ☐ Yes (explain)
   _____
7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)
   _____

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.
   Alcohol will be stored in a locked Room in the Basement, Cold Storage will be in a seperate locked Walk-in Cooler in the Basement. Alcohol will be sold and served at the bar and in the dining Room. Outside Patio seating also Available. With Alcohol service Provided in the designated Area.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

Indoor: 93 Outdoor: 80

10. Describe existing parking and how parking lot is to be monitored.

City Street + Ramp Parking Available

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☐ No ☑ Yes, license issued to B's Hospitality LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Stephen Matteo Bell-Castile

13. City, state in which agent resides Madison, WI

14. How long has the agent continuously resided in the State of Wisconsin? 7 Years

15. Has the liquor license agent completed the responsible beverage server training course?

☑ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

Wisconsin 11/16/25

17. In the table below list the directors of your corporation or the members of your LLC.

☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Management	Brian Reynolds	Chicago, IL

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

Brian Reynolds

19. Is applicant a subsidiary of any other corporation or LLC?

☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☐ No ☑ Yes (explain) Frost · Madison Beer Hall, Owner

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☑ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☑ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11am - 12am	11am - 12am	11am - 12am	11am - 12am	11am - 12am	11am - 1am	11am - 1am
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. N/A

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
30 % Alcohol 70 % Food 0 % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☑ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☑ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☑ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2026.

38. State Seller's Permit 4 5 6 - Applied For

39. Federal Employer Identification Number 41-2620317

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Brian Reynolds

Business phone 773 419 6986 Business e-mail address Brian@letsFrost.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name N/A

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☑ Copy of Lease, ☑ Business Plan, and ☑ Sample Menu (if applying for Class B license)

Applied For

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

11/17/25
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)	☒ Background investigation form(s)	☐ Floor Plans
☒ FEIN	☒ Form for surrender of previous license	☒ Lease
☒ Written description of premises	☒ *Articles of Incorporation	☒ Business Plan
	☒ *Appointment of Agent	☐ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

107 STATE STREET GASTROPUB

Food & Beverage Menu

SHAREABLES

Wisconsin Cheese Curds – Beer-battered white cheddar, herb ranch — 12

Giant Pretzel – Warm Bavarian pretzel, beer cheese, mustard — 14

Duck Confit Wings – Crispy duck wings, chili–maple glaze — 15

Smoked Whitefish Dip – Great Lakes whitefish, herbs, kettle chips — 13

Chorizo Queso Fundido – Roasted poblanos, melted cheese blend, tortillas — 14

SOUPS & GREENS

Roasted Tomato Bisque — 8

Beer Cheese Soup — 9

State Street Salad – Roasted squash, pecans, cranberries, goat cheese, maple vinaigrette — 13

Caesar With a Twist – Brussels sprouts, parmesan, toasted crumbs — 12

Add chicken +6, crispy tofu +4

SANDWICHES & BURGERS

State Street Smash Burger – Two smashed patties, caramelized onions, house sauce — 15

Fried Chicken Sandwich – Buttermilk chicken, pickles, hot honey, slaw — 16

Short Rib Grilled Cheese – Beer onions, cheddar, provolone — 17

Black Bean Veggie Burger – Guacamole, tomato jam, greens — 14

Capitol Square Cubano – Mojo pork, ham, Swiss, pickles, mustard — 16

Served with fries or side salad.

PLATES

Fish & Chips — 17

Steak Frites — 24

Pork Schnitzel — 19

Seasonal Risotto — 17

LATE NIGHT (After 10pm)

Single Smash Burger — 10

Poutine — 11

Fried Chicken Bites — 9

BEVERAGES

DRAFT BEER

Working Draft "What's Next?" Pale Ale — 7

Spotted Cow — 6

Fantasy Factory IPA — 7

Riverwest Stein Amber — 6

Penguin Pale Ale — 6

COCKTAILS

State Street Old Fashioned — 10

Capitol Mule — 9

Smoky Maple Manhattan — 12

Lavender Gin Fizz — 11

Session Margarita — 10

Autumn Spritz — 10

WINE

White – Pinot Grigio 8/30, Chardonnay 9/34

Red – Pinot Noir 10/36, Cabernet Sauvignon 10/38

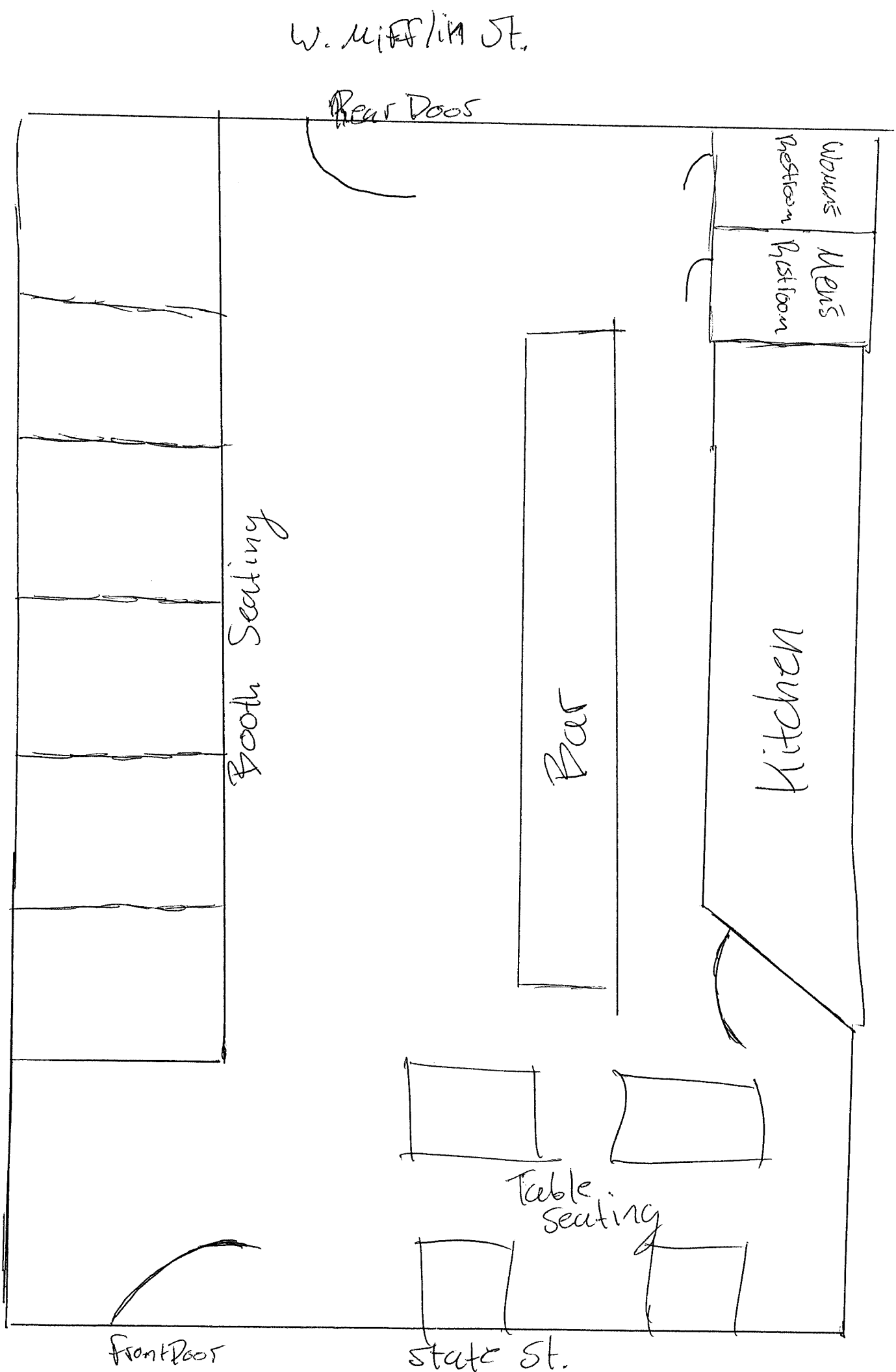
Sparkling – Prosecco 9/32

ZERO-PROOF

Cucumber Cooler — 7

Ginger-Lemon Fizz — 7

NA IPA (*rotating*) — 6


W. Mifflin St.
Rear Doors
Women's Restroom
Men's Restroom
Booth Seating
Bar
Kitchen
Table Seating
Front Doors
State St.

Business Plan

1. Executive Summary

The 107 State St Gastropub will be a chef-driven, locally focused bar and restaurant in the heart of downtown Madison, WI. The concept combines elevated comfort food, craft beer, curated cocktails, and a relaxed but refined atmosphere. Positioned between the Capitol Square and the University of Wisconsin campus, the location captures heavy foot traffic from students, professionals, locals, and tourists.

2. Mission Statement

To provide high-quality, inventive pub fare and a welcoming gathering place that celebrates Wisconsin ingredients, community, and hospitality.

3. Business Objectives

- Establish the gastropub as a top dining and drinking destination on State Street within year one.
- Achieve profitability by month 18.
- Build a loyal base of local customers and repeat visitors.
- Maintain a rotating menu featuring local farms and breweries.

---

4. Location Overview

Address: 107 State St, Madison, WI
This location offers:

- High pedestrian traffic
- Proximity to UW–Madison
- Event-driven surges (Farmers' Market, protests, campus events, concerts, theater shows, parades)
- Visibility from Capitol Square footpaths

---

5. Concept & Menu

Food

- Elevated pub classics: smash burgers, confit wings, fish & chips, seasonal salads
- Shareables: cheese curds, pretzels with beer cheese, smoked dips
- Seasonal chef specials using local farms and producers

Drinks

- 4-8 rotating Wisconsin craft beer taps
- Classic and house-original cocktails
- Small, curated wine list
- Zero-proof cocktail and beer options

---

6. Target Market

- Young professionals working near Capitol Square
- UW–Madison students (especially graduate and professional students)
- Downtown residents
- Theatergoers
- Tourists
- Event-day traffic (Badger games, protests, concerts, farmers market)

---

7. Competitive Analysis

State Street has heavy competition (bars, quick-service restaurants, casual sit-downs). The gastropub differentiates itself with:

- *Higher-quality food than typical bars*

- Strong identity around Wisconsin sourcing
- A comfortable environment appealing to both students and professionals
- More approachable, friendly vibe compared to upscale restaurants on the Square

---

8. Marketing & Branding Strategy

- Brand identity focused on local sourcing, comfort, and craftsmanship
- Strong social media presence (Instagram, TikTok for menu reveals, tap changes)
- Partnerships with local breweries and distilleries
- Soft-opening events for influencers, local business owners, and service industry
- Promotions around major UW and Capitol events
- Loyalty program with digital punch rewards

---

9. Operations Plan

Hours

- Lunch & dinner 7 days/week
- Late-night kitchen on weekends

Staffing

- General Manager
- Chef / Kitchen Manager
- Line cooks & prep cooks
- Bartenders
- Servers & support staff

December 2025 ALRC New License

Class A Licenses.csv

All items

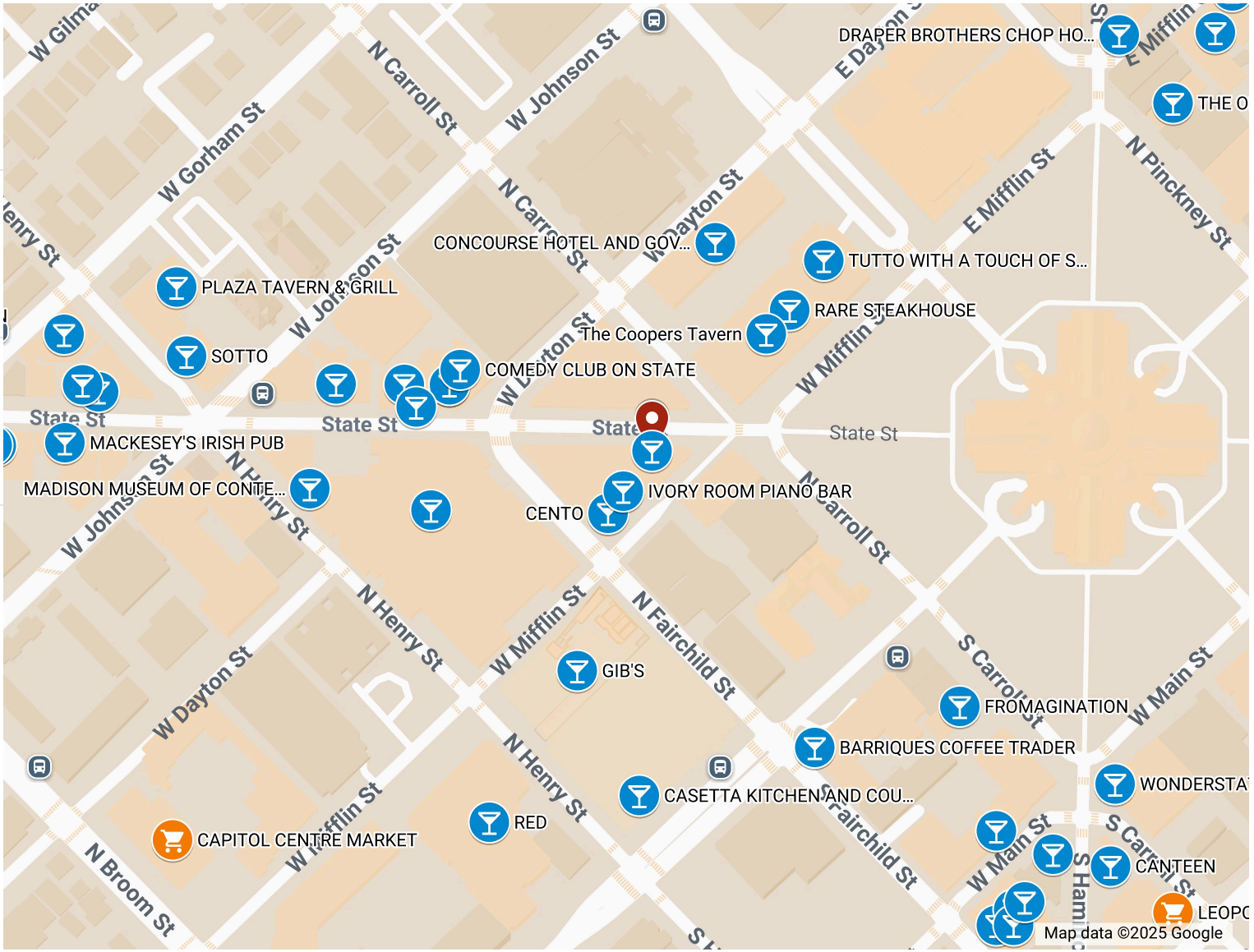
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91041

File ID:	91041	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Friends Applaud LLC • dba Friends Applaud
1602 Gilson St • Agent: Adam Benedetto
Estimated Capacity (in/out): 90/300
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 306 (District 13)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	11.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-01029 App.pdf, LICLIB-2025-01029 Supplemental.pdf, 1602 Gilson St map.pdf, Lee Comments.pdf, Emails forwarded, Alder Evers Comments.pdf, Kitchel Rothburd Zirngible Comments.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	11/25/2025	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					

Notes: Alcohol License Review Committee- Public Hearing (12/17/25), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING		Pass

Action Text: A motion was made by Verveer, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING. The motion passed by voice vote/other.

The conditions are:
1. Alcohol sales shall cease by midnight, daily.
2. Entertainment shall cease by 11pm, daily.
3. The establishment shall abide by all Conditional Use Permit conditions.

Four registrations in support.

Notes: The conditions are:
1. Alcohol sales shall cease by midnight, daily.
2. Entertainment shall cease by 11pm, daily.
3. The establishment shall abide by all Conditional Use Permit conditions.

Text of Legislative File 91041

Title

Public Hearing - New License
Friends Applaud LLC • dba Friends Applaud
1602 Gilson St • Agent: Adam Benedetto
Estimated Capacity (in/out): 90/300
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 306 (District 13)

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01029
(License number)

13 (Alder District #) 306 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Friends Applaud LLC

2. Trade Name (doing business as) Friends Applaud

3. Address to be licensed 1602 Gilson Street, Madison, WI 53715

4. Mailing address 5730 Dogwood Place, Madison WI, 53705

5. Anticipated opening date February 1, 2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   The location has 900 sqf indoor space as well as 3000 sqf in a fenced in back yard and 250 square feet in front of the building that is surrounded by a fence.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

Indoor: ~~45~~ 90 people Outdoor: 300

10. Describe existing parking and how parking lot is to be monitored.

There is an abundance of street parking in the area becasue that section of Gilman is mostly industrial space.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Adam Benedetto

13. City, state in which agent resides Madison, Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? 5 years

15. Has the liquor license agent completed the responsible beverage server training course?

☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 8/5/2024

16. State and date of registration of corporation, nonprofit organization, or LLC.

The LLC was formed October 30, 2025

17. In the table below list the directors of your corporation or the members of your LLC.

☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Owner	Adam Benedetto	Madison WI
Owner	Sacha Benedetto	Madison, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

Adam Benedetto

19. Is applicant a subsidiary of any other corporation or LLC?

☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9Am midnight	9Am - midnight	9am - Midnight	9am - Midnight	9am - Midnight	9am - midnight	9am - midnight
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
40 % Alcohol 60 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☒ Yes—what kind? _____
We hope have a stage that hosts live music bands both acoustic and amplified music.
Poetry shows and stand up acts.

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20_____.

38. State Seller's Permit ~~4 5 6~~ - 456-1032199013-04

39. Federal Employer Identification Number 41-2419818

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Adam Benedetto

Business phone 718.501.4306 Business e-mail address benadamdetto@gmail.com
Adam@friendsapplaud.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

170

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☒ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☒ Appointment of Agent (if Corp/LLC), ☒ Member background investigation forms, ☒ Articles of Incorporation (if Corp/LLC), ☒ Floor Plans, ☒ Copy of Lease, ☒ Business Plan, and ☒ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Adam Benedetto
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

November 15, 2025
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)
☐ FEIN
☐ Written description of premises
☐ Background investigation form(s)
☐ Form for surrender of previous license
☐ *Articles of Incorporation
☐ *Appointment of Agent
☐ Floor Plans
☐ Lease
☐ Business Plan
☐ **Sample Menu

* Corporation/LLC only

** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

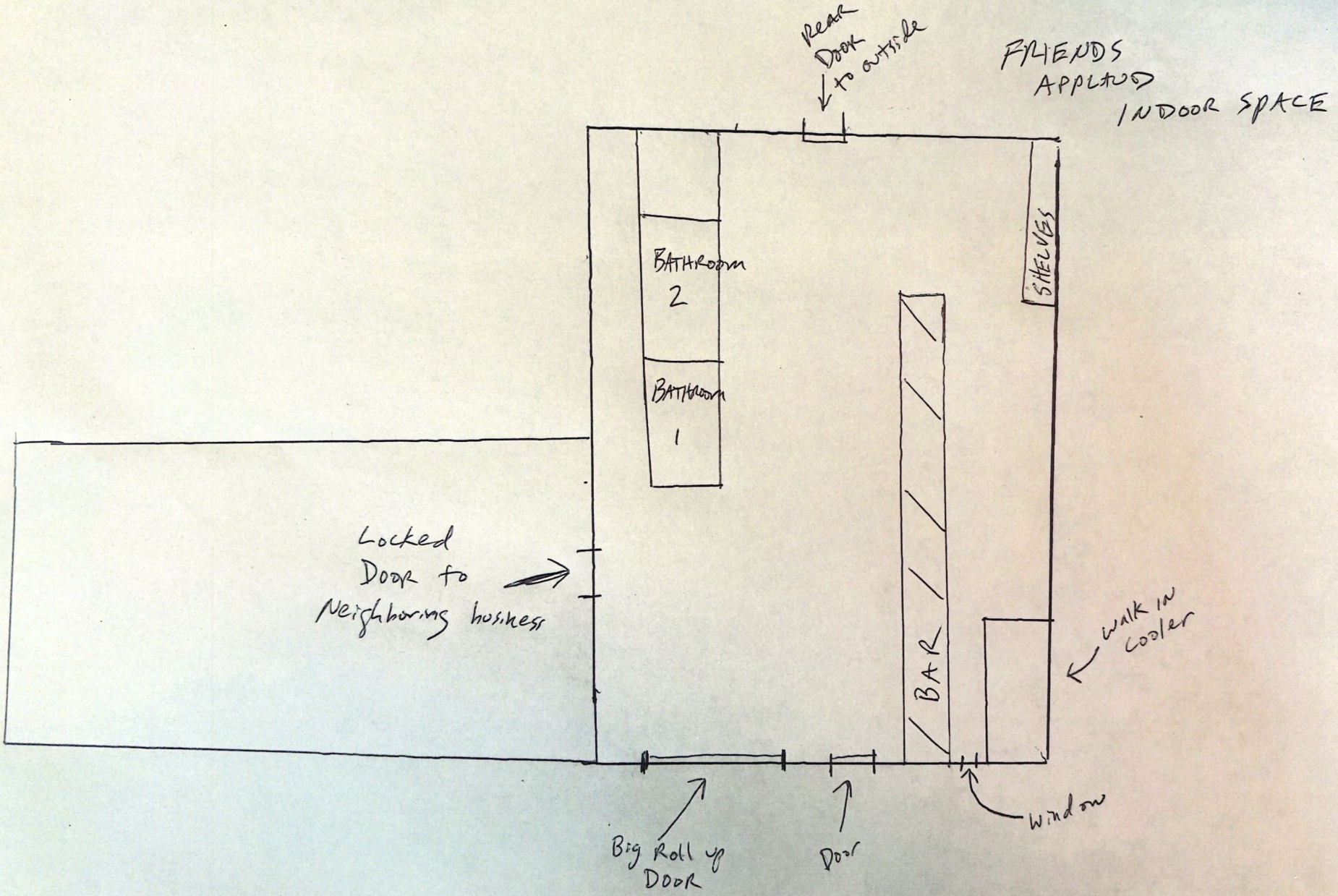
☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____


Rear Door to outside
FRIENDS APPROVED INDOOR SPACE
BATHROOM 2
BATHROOM 1
SHELVES
Locked Door to Neighboring business
BAR
walk in cooler
Big Roll up DOOR
Door
Window

"Friends Applaud"
Opening Business Plan

By Adam Benedetto

Email: benadamdetto@gmail.com

Phone: 718.501.4306

Executive summary

Friends Applaud will be a full-service restaurant that specializes in Detroit style pizza. It will also regularly offer soups, salads, desserts, beers on tap, mixed drinks and fantastic Old World and New World wines. The restaurant will seat 10 people at the bar, 30 people at tables in-doors and an array of picnic tables for outdoor seating when the weather is nice.

With 3280 square feet of outdoor space, there will be a lot of opportunities to create an environment that neighborhood people will want to spend time in. We'll have outdoor dining and an intimate stage that features live music and other performances.

Friends Applaud will continually keep the Madison public curious and the immediate neighborhood well fed.

Highlights

The ultimate highlight of Friends Applaud will be the charm of the service. The food, the beer, the wine, the atmosphere, the excellent lighting, the music, and whatever events we have going on outdoors will only be tools for the people who work there to invite guests to feel a part of the space. It will be the people working that will connect the guests with the space enough to make them want to find their way back.

Objectives

Step 1. An Introduction to the Neighborhood: January 2026 - July 2026

When the restaurant opens it will have a full liquor license and serve pizza, handmade pasta, soups and ornate salads. The reason for this is that we will not have a hood; making pizza doesn't require one. Pizza is also easy to keep tight food costs on. Every day, we will hand make pizza dough in the morning to serve the following day (24-hour dough). We will offer a series of toppings and have a few specialty pizzas. We'll also offer deliveries.

The most important aspect of our menu is that it won't require a lot of labor. One person can prepare pizza dough, pizza toppings, and soup. Salads can be prepared with fresh ingredients, every day, from 12-4pm before dinner. The idea is that three people can serve drinks and cook for a space that seats 40 people.

The menu may look something like this:

Dinner Menu (Items that we don't need a hood to serve)

10" x14" Handmade Detroit Style Pizzas

Assorted specialty pizzas

Toppings: Pepperoni, Toasted Fennel Sausage, Burrata, Hen of the Wood Mushrooms, Pickled Jalapenos, Greek Olives, Anchovies, Fennel, Anchovies, etc.

Four Cheese Veggie Lasagna

Kale Tofu Salad – with pickled red onion, red cabbage, pepita seeds, honey, tahini

Sabine Salad - A creative rotating salad based on 8 fresh ingredients.

Curt's Famous Popcorn Piled High Over Spicy Chili

Avgolemono (Greek Lemon Chicken Soup)

A Cheese Plate Featuring the top 5 Cheeses in Wisconsin as determined at the world Dairy Expo.

Specials: Handmade pasta and a rustic red sauce.

Eventually we will be able to open for brunch on the weekends. This menu again reflects No Hood.

Brunch Menu Available Saturday and Sunday from 9AM-2PM

Toast with smoked Chubb, a hard-boiled egg and mixed green salad

Avocado toast with hard-boiled egg and mixed greens

Quinoa with Red Pepper, Green Pepper warmed with Spiraled Ham a soft-boiled egg and touched with vinaigrette and everything bagel seasoning

Pesto Burrata on Rye with Honey and a poached egg

Overnight Steel Oats with assorted berries

Assorted Pastries

We will have a large learning curve to do with the 3000 square foot outdoor space. Using the outdoor space effectively is critical for us to be highly profitable. So between January and July we will listen to the neighborhood to figure out what to do with the outdoor space. We do plan to put out games like Bocce Ball, Corn Hole, and the popular Scandinavian yard game Kubb; the games and music events will present the opportunity to bring the community together and begin to understand how to tailor to the local vibe.

Step 2. Putting in a Kitchen: July 2026

The city of Madison offers a building upgrade worth $50,000. Every other business in the building has taken advantage of that. We will apply for that as soon as the lease goes into effect. With 50,000 we will be able to put a hood in the space to the left of the bar and then add a stove, a grill.

With a stove and a deep fryer in the kitchen we will have the ability to cook more food in a timely manner. That will mean we can serve more people, offer pizza deliveries/to go, and we can serve more expensive products. For example, entrees like steak and more sides like french fries will bring the overall check average up.

For a more ambitious menu we'd probably have to bring on a chef with some skills to manage the kitchen. It would be their job to oversee food costs and ordering at that point.

Below is an example of the menu:

Dinner (with the hood vent):

10" x14" Handmade Detroit Style Pizzas

Assorted specialty pizzas

Toppings: Pepperoni, Toasted Fennel Sausage, Buratta, Hen of the Wood Mushrooms, Pickled Jalapenos, Greek Olives, Anchovies, Fennel, Anchovies, etc.

Crab Cake BLT on a bun.

Marinated Hanger Steak with Fries

Curt's Old-Bay Popcorn Encrusted Chicken - Pickle brined chicken thighs, peppercorn braised and then deep fried to order in a seasoned popcorn dredge

Trujillo Burger - Jalapeno Pepper jelly, brie cheese, with tomato mayonnaise with crispy shallots

Chicken Liver Mousse - served with cherry preserve and sour dough toast

Bone Marrow with Wisconsin Wild Cat Piled on Top - served with rye bread and French Fries

Kale Tofu Salad -with or without chicken

Sabine Salad - A creative rotating salad based on 8 fresh ingredients.

Avgolemono (Greek Lemon Chicken Soup)

Sides:

French Fries

Pesto Burrata on Rye

A Cheese Plate that features the top 5 Cheeses in Wisconsin as determined at the world Dairy Expo.

Caramelized Cauliflower with capers, mustard vinaigrette and pine nuts

Side Kale Salad

Mission statement

The mission of Friends Applaud will be a community hub with excellent food, wine, and live music/events. It will be a success when people consider it a true example of Madison's personality, and it creates a sense of place on the South Side. When people think of Friends Applaud as the number one thing to "go to" when they want to experience the culture of Madison, we will have succeeded.

Key to success

There are Two Keys to Success:

1. Location. Location. Location. Being a new neighborhood restaurant and live entertainment spot in a developing part of town is a challenge but it is exactly what we need to capitalize on. There is a sense of intriguing mystery to a new and awesome place in a part of town no one expects – think Roberta's Pizza place in Brooklyn; when they first opened, it was an intimidating place to get out of a cab. But mainly claim that Roberta's presence changed the neighborhood. We can do the same for South Park Street.

2. Excellent customer service will be paramount. Every restaurant and bar is doing the same thing; offering food and drinks. Few places dedicate their staff to creating a customer experience that goes far beyond a transactional exchange. The food, the wine, the music... Those are all tools to help people become infatuated with us but they will fall in love with us because of how they are treated in our space and how they remember it later. That's the real magic.

Description of business

Friends Applaud will bring a P.M. hangout to the southside of Madison. We will feature great food, select wines, beer people like, and mixed cocktails in a comfortable setting built with beautiful natural wood. We will have great lighting that everyone looks amazing in. There is no bar like it on the South Side. Cordial makes nice drinks but has no food. No other place is open. The neighborhood is badly in need of a 3rd space, a hangout space, a place for neighbors to talk over coffee, beer or dinner. We will have an outdoor fire for people to sit around. We will have live entertainment– music, plays, comedy, an open mic – anything a stage can accommodate.

We will strive not only to be a neighborhood restaurant but a place all of Madison is proud of. When people think of Madison, they add Friends Applaud to the list of things to see and experience.

Company ownership/legal entity

A proposal, all options are still on the table.

- Owner: Adam Benedetto
- Adam likes the idea of having a food focused business partner as we grow. It may be that he will hire a chef and offer them profit sharing. If they prove themselves, they can become a partner.

Location

A GENERAL UNDERSTANDING OF THE 1602 GILSON LOCATION

- 1602 Gilson is in a unique part of Madison. It is located just one block from Wingra Creek Bike Path, half a mile from the Goodman Pool, 2.2 miles from the Wisconsin Capitol Building, and 2.2 miles to the Memorial Union Terrace, and 1 mile to the city's beltline of HWY 12/18

December 2025 ALRC New License

Class A Licenses.csv

All items

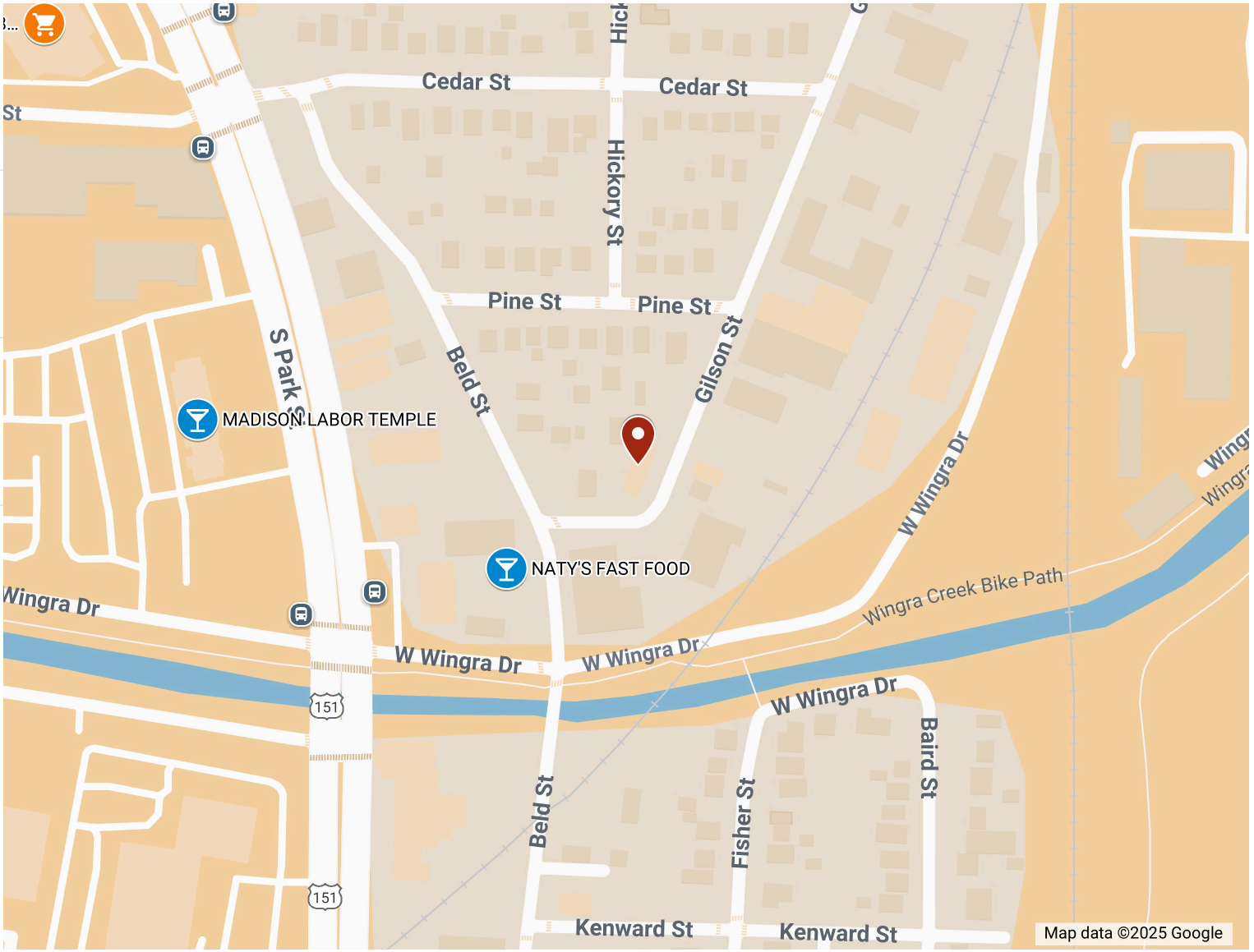
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



From: Lindsey Lee-CC
To: Evers, Tag; licensing
Cc: Adam@friendsapplaud.com
Subject: Friends Applaud
Date: Monday, December 15, 2025 4:44:24 PM

[You don't often get email from cargocoffee@yahoo.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Alder Evers and members of the ALRC,

I am writing in support of the Class B Combination Liquor & Beer licence being sought by a new restaurant called Friends Applaud, proposed for 1602 Gilson Street. I also support the Entertainment license sought by this business.

I own and operate Cargo Coffee, which is nearby at 1309 South Park Street. I look forward to having this exciting restaurant concept in the neighborhood. I routinely talk to many of our neighbors, and I have only heard similar sentiments from them.

I have also had the pleasure of knowing one of the owners, Adam Benedetto, for over two decades. Given his extensive experience in the hospitality field and his good, community-focused character, I have no concerns that Friends Applaud will be anything but a solid asset for our southside community.

Thank you for your service,

Lindsey Lee

Sent from my mobile phone

To Whom It May Concern,

Below are a series of letters in support of Friends Applaud getting a Liquor and Entertainment License. I can forward the direct emails or Alder Evers has them as well.

Thank you for your time.

Sincerely,

Adam Benedetto

Friends Applaud

718.501.4306

++++

Hello Alder Evers and members of the ALRC,

I am writing in support of the Class B Combination Liquor & Beer licence being sought by a new restaurant called Friends Applaud, proposed for 1602 Gilson Street. I also support the Entertainment license sought by this business.

I own and operate Cargo Coffee, which is nearby at 1309 South Park Street. I look forward to having this exciting restaurant concept in the neighborhood. I routinely talk to many of our neighbors, and I have only heard similar sentiments from them.

I have also had the pleasure of knowing one of the owners, Adam Benedetto, for over two decades. Given his extensive experience in the hospitality field and his good, community-focused character, I have no concerns that Friends Applaud will be anything but a solid asset for our southside community.

Thank you for your service,

Lindsey Lee

+++++

Dec. 16, 2025

Dear ALRC,

I am a long-term Bay Creek neighborhood who supports granting liquor and live entertainment licenses to Adam Benedetto's new restaurant, Friends Applaud.

Currently, our entire neighborhood from Haywood to Wingra Creek has only two dinner restaurants open in the evenings, Naty's on Beld St. (with no liquor license) and the Taqueria Guadalajara on S. Park. The neighborhood wants more neighborhood businesses and would appreciate more dining choices and places to socialize within walking distance.

Granting Friends Applaud alcohol and live entertainment licenses will enrich the neighborhood and help support the kind small scale development we need.

Thank you for your time and consideration,

Stanley Rubio Jackson

810 Emerson St.

Madison, WI

53715

++++

Dear Mr. Evers,

I am writing as a neighbor across Monona Bay to express my strong support for the liquor license application for Friends Applaud, newly located at 1602 Gilson St, owned by Adam & Sacha Benedetto.

Friends Applaud is a valuable addition to our community, and I believe granting them a liquor license will significantly enhance the dining experience for patrons and contribute positively to our local economy. This establishment will provide a high quality and truly unique dining experience offering a multitude of cuisines that are currently lacking in our area.

I am confident in Friends Applaud's commitment to responsible alcohol service. Both Adam and Sacha have extensive experience in and around the service industry, particularly in restaurants. I have seen their leadership first hand, and am a firm believer in their ability to prevent underage drinking and overconsumption, ensuring a safe environment for all guests.

This license will allow Friends Applaud to fully reach its potential, creating jobs, attracting more visitors, and fostering a vibrant local scene. Adam and Sacha are incredibly talented entertainers with real experience as business owners under their belts to back up this dream of theirs. I know Friends Applaud will be a smashing success and I ask for you to join in my excitement of welcoming this business to the Bay Creek Neighborhood. I urge you to approve their application.

Thank you for your time and consideration!

Sincerely,

Reegan Franzmeier

Local Resident & Community Member

523 W Wilson St

Apt 203

Madison, WI 53703

Cell: 920-472-9417

Email: reeganfranzmeier@gmail.com

+++++

To Tag Evers and for District 13,

My name is Anthony Moors, I've been a resident of District 13 for over 6 years and am the current owner of Michelangelo's Coffee House.

I was excited when I heard the neighborhood rumors of a potential local restaurant going into the Funk Factory location. I then found out the rumors were true in a recent Isthmus article, along with the new restaurant owners being Adam Benedetto and his wife Sacha. I've known both of them for quite some time now and couldn't imagine a better couple to take on this project. I'm now even more excited to see what they can bring to that space.

I'm reaching out to give my 100% support and approval of their licensing and liquor licensing for the space and any and all additional support they may need along the way.

I believe having them bring their culinary imagination into the neighborhood will only benefit District 13, Bay Creek, and the city.

Best Regards,
Tony Moors

From:	Evers, Tag
To:	licensing
Cc:	adam@friendsapplaud.com
Subject:	Item 25 (Legistar 91041 & Item 26 (Legistar 91043) - Friends Applaud - 1602 Gilson St.
Date:	Wednesday, December 17, 2025 1:19:20 PM
Attachments:	Outlook-cid_image0.png

Dear Committee Members,

I wish to offer my hearty endorsement of the liquor and entertainment license applications submitted by Adam Benedetto for Friends Applaud LLC.

Adam has a tremendous amount of experience creating and curating high quality dining and entertainment experiences in Madison and NYC. I'm very excited to see what Adam and Sacha (Adam's wife and partner) will bring to this location on Gilson St.

Adam and Sacha recently held a meeting for neighbors to learn of their plans. I have not heard from any residents concerned about this business. It's apparent Bay Creek residents are as excited as I am and are already applauding what these two are proposing to do.

I encourage you to vote affirmatively in support of both items so that Adam and Sacha can proceed with their plans.

Thanks and best wishes for the holidays,

Tag

Tag Evers

District 13 Alder

Tel 608 424 2580

Email District13@cityofmadison.com

Sign up for District 13 email updates/blog:
http://www.cityofmadison.com/council/district13/blog/

To: ALRC
From: Laura Zirngible, Lisie Kitchel, Carrie Rothburd
Re: Items 25 and 26
Date: 12/17/25

Seven years ago, neighbors on Pine, Cedar, and Spruce streets worked together with Planning, the then-owners of the tasting room at 1602 Gilson Street, and their neighborhood association to come up with a CU arrangement that facilitated the outdoor expansion of the tasting room while respecting the preexisting uses of the residential properties in this corner of Bay Creek, aka the Tree Streets.

Neighbors in this quiet, residential section of Bay Creek were at that time experiencing some negative community impacts as a result of the tasting room—noisy late-night foot and car traffic; disturbances from car alarms; and blocked driveways—when the outdoor patio was proposed. The terms of the CUP established in 2018 covered these.

We wish to ensure that Friends Applaud also keeps to the standards of development for Conditional Use of 1602 Gilson as a pub and eatery. There are significant differences between the activities described by Friends Applaud in their business plan and applications for a Liquor License and 21+ Entertainment License and the terms of CU laid out in 2018.

We understand from Zoning that they have not yet determined whether that CUP still obtains for 1602 Gilson St. or whether a new CUP will need to be approved. Thus, **we support granting Friends Applaud the Liquor License they need to operate as a pub. However, we oppose their application for a 21+ Entertainment License for the patio activities described in their application** until the terms of the CUP for Friends Applaud are clear.

Friends Applaud	Past Agreement
Friends Applaud states that it has 3,280 sf (900 sf indoors, 3000 sf back pation, and 250 sf front patio = 4,150 sf total. *(T*here.is.a.discrepancy.here¡)	The total for the established business was 3,555 sq for its brewery and tasting room
Friends Applaud proposes to serve 90 patrons (per the Liquor Lic.) or 80 patrons (per the 21+ Entertainment Lic.) patrons (although according to its application it can seat only 40)	Indoor seating area maximum was set at 45 patrons
Friends Applaud proposes to serve 300 (Liquor Lic.) or 500 21+ Entertainment Lic.)	Outdoor seating area maximum was set at 90 patrons
Friends Applaud proposes to operate from 9 AM-12 AM seven days a week	Hours of operation for the outdoor patio were 10 AM-9 PM seven days a week
Friends Applaud proposes to add a kitchen with a fryer	No kitchen
Friends Applaud lists an unspecified number of plays, comedy shows, concerts outdoors per year	Outdoor events were limited to four dates where outdoor amplified sound could be used. Rear patio could remain open on event nights until 10:00 pm
Friends Applaud proposes both acoustic and amplified events on a regular basis	Amplified sound was not allowed, including, but not limited to television, ambient music or musical performances, in the outdoor eating areas, except during the four permitted amplified events
Friends Applaud proposed firepits	A single firepit was permitted
	A solid screening fence between 6 and 8 feet tall existed around the entire perimeter of the rear patio

One of the Tree Street neighbors met on 12/16/25 with Adam Benedetto and appreciates his willingness to take steps to peacefully embed his proposed pub into the nearby residential community. We look forward to introducing more neighbors into this conversation with the Benedettos in the weeks and to welcoming them to our close-knit community.

Hutt, William M <WHutt@cityofmadison.com> Tue, Dec 16, 4:13 PM (16 hours ago)
To: crothburd@gmail.com

Hello!

Thank you for giving us a call earlier in regards to the conditional use at 1602 Gilson.

To answer your question on what the process may look like at this new establishment, the answer is it depends. One of the main factors that this process is dependent on is the use, and whether the use which was approved through the 2018 conditional use, had ceased for over 1 year.

My understanding of the property (which limited since I haven't worked on this property yet) is that this use of this property has stayed as a Tavern / Tavern and Restaurant since 2018. If this is the case, that it has not changed in use or stopped its use since 2018, then the existing conditional use would still apply with all of the conditions of approvals that were previously approved back in 2018.

However in the case this property has stopped its use for over a year in length, then it would require a new conditional use. This primarily happens during the approvals for things like liquor licenses, zoning is almost always the last sign off and that is where we decide whether or not it needs a new conditional use.

Ill work with some of my colleagues to track down what history we have of this property so we can determine what this might require.

Please let me know if you have any other questions!

William Hutt
Zoning & Sign Code Specialist
whutt@cityofmadison.com
608-266-5978

PLANNING DIVISION STAFF REPORT

April 2, 2018

PREPARED FOR THE PLAN COMMISSION

Project Address:	**1602 Gilson Street** (District 13 - Ald. Eskrich)
Application Type:	Conditional Use
Legistar File ID #	50821
Prepared By:	Sydney Prusak, Planning Division Report Includes Comments from other City Agencies, as noted
Reviewed By:	Kevin Firchow, AICP, Principal Planner

Summary

Applicant & Contact:	Amanda Funk; Funk Factory Geuzeria; 1602 Gilson Street; Madison, WI 53715
Property Owner:	Curt Roeming; 1521 Gilson Street; Madison, WI 53715

Requested Action: The applicant requests approval of a conditional use to create an outdoor eating area for a tasting room for a brewery on a property zoned TE (Traditional Employment District) at 1602 Gilson Street.

Proposal Summary: The applicant proposes to create two outdoor eating areas for an existing tasting room for a brewery. The larger rear patio would be located on the south west corner of the site and would have an outdoor performance platform (stage) and a children's play area. The smaller front patio would be located on the north east corner of the site along Gilson Street. As part of this proposal, the applicant is also requesting approval to host four (4) outdoor amplified events per year, and these events would not extend past 10:00 pm.

Applicable Regulations & Standards: This proposal is subject to the standards for Conditional Uses [M.G.O. §28.183] as M.G.O §28.082(1) lists *outdoor eating areas associated with food and beverage establishments* as a conditional use in the Traditional Employment (TE) District. The Supplemental Regulations [M.G.O. §28.151] contain further regulations for these uses.

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the approval standards for conditional uses are met and **approve** the request to establish an outdoor eating area for a brewery on a property zoned TE (Traditional Employment District) at 1602 Gilson Street. These requests are subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 16,512-square-foot (0.38-acre) subject site is located along Gilson Street near the intersection with Beld Street. The site is within Aldermanic District 13 (Ald. Eskrich), as well as the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject parcel contains a one-story, 3,555-square-foot building with an existing brewery and tasting room. City Assessor records state that the building was constructed in 1947. The subject site is currently in the process of recording a Certified Survey Map (CSM), which would combine the existing lots addressed 1516 Gilson Street and 1602 Gilson Street into one large lot.

Surrounding Land Use and Zoning:

North: Single family homes, zoned Traditional Residential – Consistent 4 (TR-C4) and Traditional Residential – Consistent 2 (TR-C2);

East: Commercial properties, zoned Traditional Employment (TE) with one single family home also zoned TE;

South: Commercial properties, zoned TE; and

West: A commercial building with a second floor apartment, zoned TE.

Adopted Land Use Plan: The Comprehensive Plan (2006) recommends low density residential (LDR), defined as 0-15 units per acre. The South Madison Neighborhood Plan (2005) more specially recommends the area transition to well-designed townhouses and multifamily buildings that reflect the scale of the nearby residential area.

Zoning Summary: The project site is currently zoned Traditional Employment (TE).

Requirements	Required	Proposed
Lot Area (sq. ft.)	6,000 sq. ft.	16,512 sq. ft.
Lot Width	50'	160.08'
Front Yard Setback	None	Adequate
Side Yard Setback	None unless needed for access	Existing side yard setback
Rear Yard Setback	Lesser of 20% lot depth or 20'	Adequate
Maximum Lot Coverage	85%	Less than 85% (17)
Minimum Building Height	22' measured to building cornice	1 story existing building
Maximum Building Height	5 stories/ 68'	1 story existing building
Number Parking Stalls	Not required	7 (16)
Accessible Stalls	TBD	None
Loading	None	None
Number Bike Parking Stalls	**Tavern/tasting room:** 5% of capacity of persons (4) **Brewery:** 1 per 10 employees (1) (5 total)	None (18)
Landscaping and Screening	Yes	None (19)(20)(21)
Lighting	Not required	Existing lighting (24)
Building Forms	Not required	Existing building
Other Critical Zoning Items	Utility Easements; Barrier Free (ILHR 69)	

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, with Metro Transit Route #44 along Gilson Street.

Previous Approvals

The applicant, Funk Factory Geuzeria, received conditional use approval from the Plan Commission on January 12, 2015 to establish a brewery in the Traditional Employment (TE) zoning district. On February 15, 2017, the Director of Planning and Community and Economic Development, per the recommendation from the district Alder, approved a minor alteration to the conditional use to allow for a tasting room on the property to complement the brewery.

Project Description

The applicant, Funk Factory Geuzeria, proposes to create two outdoor seating areas for a tasting room for a brewery at their current location. The Funk Factory has been operating as a brewery since 2015, with the addition of a tasting room in 2017.

The 3,555 square-foot brewery and tasting room is located in an existing one-story warehouse building, which received a façade grant from the City in 2014. The applicant is requesting a conditional use for two outdoor seating areas. The first is referred to as the rear patio and would be located on the south west portion of the site and would include a fire pit, picnic tables, a children's play area, and outdoor performance platform (stage). The stage would be located on the northern portion of the outdoor area, facing towards the center of the space. The patio would be built on a combination of gravel and pavement. As proposed, the hours of operation for this patio would be between 10:00 am and 12:00 am daily.

The second proposed patio, referred to as the front patio, would be located on the east side of the building along Gilson Street. The applicant is proposing to keep the existing grass for this outdoor area with tables for customers. The applicant is also proposing to install a combination of low ornamental metal or wood fencing, with some planters, to provide a division between the tasting room patrons and the sidewalk. As proposed, the hours of operation for the front patio would be between 10:00 am and 9:00 pm daily. Together, the front and rear patio would have a total capacity of 37 people.

As previously mentioned, the applicant is proposing to build a platform in the corner of the rear patio. The applicant intends to use this space for live music, or "open mic" and poetry. According to the applicant, there would be a maximum number of four (4) outdoor amplified events per year. The applicant has had discussions with the neighborhood association and stated that they would need to request permission from the neighborhood if they would like to exceed that amount. The applicant indicated that all outdoor amplified sound would end at 10:00 pm.

Analysis and Conclusion

This proposal is subject to the standards for Conditional Uses [M.G.O. §28.183] as M.G.O §28.082(1) lists *Outdoor eating areas associated with food and beverage establishments* as conditional uses in the Traditional Employment (TE) District.

Conditional Use Standards

In regards to the approval standards, the Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, and finding that all of the Conditional Use Standards of §28.183(6) M.G.O. are met. The Planning Division anticipates that if well-managed, the proposed outdoor eating areas should not result in significant impacts to the surrounding properties.

The Comprehensive Plan (2006) calls for low density residential for subject site, and the South Madison Neighborhood Plan (2005) calls for the transition of this area to townhouse and multi-family development. While this proposal does not further these planning goals, because the property is already an established brewery and tasting room, Staff does not believe that permitting outdoor eating areas would preclude nearby properties form redeveloping in accordance to adopted plans.

Staff believes the conditional use standards can be met as follows:

1. *The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.*

   Staff believes that this standard can be found met.

2. *The City is able to provide municipal services to the property where the conditional use is proposed, given due consideration of the cost of providing those services.*

   Staff believes that this standard can be found met.

3. *The uses, values and enjoyment of other property in the neighborhood for purposes already established will not be substantially impaired or diminished in any foreseeable manner.*

   Due to the size, location, and possibility for outdoor amplified sound, Staff believes certain modifications will be necessary to mitigate potential impacts. Given that the applicant made reference to live music on the outdoor elevated platform, Staff has concerns that this could negatively impact the residential properties to the north of the site. The applicant originally proposed to have eight outdoor amplified events per year, and after meeting with the neighborhood, has lowered that number to a maximum of four outdoor amplified events per year. The applicant has negotiated with neighbors that if they wish to exceed that number they would need to request permission from the neighborhood association prior to scheduling the event. As a condition of approval, Staff will require that the applicant submit these four event dates to the Zoning Administrator no later than May 15th of each calendar year. Dates beyond these four would be considered as an alteration to the conditional use.

   The applicant has also indicated that outdoor amplification would not extend past 10:00 pm. As proposed, the rear patio would be open daily from 10:00 am to 12:00 am and the front patio would be open daily from 10:00 am to 9:00 pm. The Bay Creek Neighborhood Association has requested that all non-amplified outdoor music and patio use end at 9:00 pm, except during the four permitted amplified events that would end at 10:00 pm. For non-amplified event nights, Staff also has concerns about having the patio open until midnight due to potential conflicts with nearby residential uses and believes that an earlier closing time should be carefully considered by the Plan Commission. Staff believes that establishing an earlier closing time will limit the negative impacts resulting from the outdoor patios to east and north. Staff further recommends that on non-amplified sound nights, no outdoor amplified sound will be permitted.

   As a condition of approval, Staff also recommends that the applicant provide a solid fence between six (6) and eight (8) feet tall around the entire perimeter of the rear patio. For zoning purposes, a screening fence is required where the property abuts residentially zoned properties. Planning Division Staff believes that this should be extended along the entire property boundary to fully screen and enclose this area. The applicant shall use wood or equivalent materials and provide further detail to Staff for final sign-off. Staff believes that this fence would screen the patio from nearby residential properties and reduce some of the potential noise impacts.

   Furthermore, as a condition of approval, Staff will require that the applicant submit a more accurate and scaled seating plan showing exactly where tables would be located on the patios. As part of this seating plan, the applicant shall describe what kind of tables they will use and how many seats will be provided. Staff also requests a more detailed description of the children's play area and outdoor performance platform, including any special features and materials. Staff will also request that the applicant clarify the hours of operation for the tasting room and patios.

The neighborhood association has also expressed concern over the proposed fire pit and the smoke affecting nearby residents. Staff believes that the Fire Department's condition of approval regarding the fire pit would reduce the impact on surrounding properties and believes that it can be found to meet this approval standard. The fire pit shall conform to the standards in the City's Fire Code and shall be located a minimum of 15 feet from a structure or combustible material.

Staff believes that this standard can be found met, so long as the conditions of approval from the reviewing agencies are satisfied.

4. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*

   Staff believes that this standard can be found met, so long as the conditions of approval from Zoning are satisfied.

5. *Adequate utilities, access roads, drainage, parking supply, internal circulation improvements, including but not limited to vehicular, pedestrian, bicycle, public transit, and other necessary site improvement s have been or are being provided.*

   Staff believes that this standard can be found met, so long as the conditions of Approval from Traffic Engineering and Zoning are satisfied.

7. *The conditional use conforms to all applicable regulations of the district in which it is located.*

   Staff believes that this standard can be found met, so long as the parking and landscaped areas of the site are brought up to contemporary Zoning standards.

   [Standards 6, 8-15 do not apply to this request]

Finally, Staff has concerns about the existing grass and gravel as the proposed surfaces for the outdoor patios. The primary concern is from a maintenance and mess standpoint, especially after rain. However, this is more of a concern for patrons and Staff does not believe such a modification would necessarily need to be imposed to meet the conditional use standards, especially for the rear patio. Staff believes that the aforementioned screening fence for the rear patio will limit the visibility in the area. From a building code standpoint, the area would need to meet minimum maintenance requirements, however Planning Staff understands that there is no code standard to require a hard surface for the patio.

Supplemental Regulations

M.G.O. § 28.151 contains further regulations for outdoor eating areas associated with food and beverage establishments. First, primary access to the area shall be from within the establishment. According to the site plan provided, Staff believes that this requirement has been fulfilled. Second, hours of operation may be restricted and noise and lighting limits imposed as part of the conditional use approval. The Planning Division has provided conditions of approval to regulate the outdoor music and patio hours. Lastly, where the use is conditional, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the neighborhood. As previously mentioned, Staff recommends that the applicant provide a solid fence between six (6) and eight (8) feet tall around the entire perimeter of the rear patio. Staff believes that this fence will fulfill the Supplemental Regulations for outdoor eating areas.

Conclusion

Staff believes that the outdoor eating area associated with the tasting room for a brewery can be found to meet the Conditional Use Approval Standards and recommends that it be approved by the Plan Commission, subject to several conditions. At the time of report writing, Staff received comments from the Bay Creek Neighborhood Association. Those comments are attached.

If approved, the Plan Commission retains continuing jurisdiction over this conditional use, meaning that should complaints be filed, the Plan Commission could take further action on this conditional use as allowed in M.G.O. §28.183(9)(d).

Recommendation

Planning Division Recommendation (Contact Sydney Prusak, (608) 243-0554)

The Planning Division recommends that the Plan Commission find that the approval standards for conditional uses are met and **approve** the request to establish an outdoor eating area for a tasting room for a brewery on a property zoned TE (Traditional Employment District) at 1602 Gilson Street. These requests are 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 Sydney Prusak, (608) 243-0554)

1. As part of this approval, the applicant is annually limited to four (4) event dates where outdoor amplified sound may be used and the rear patio may be open until 10:00 pm. Annually, the applicant shall submit the four dates for the outdoor amplified events to the Zoning Administrator no later than May 15th of each calendar year. If the applicant chooses to host more than four amplified events per year, an alteration to this conditional use will be required.

2. There shall be no amplified sound, including, but not limited to television, ambient music or musical performances, in the outdoor eating areas located at the brewery and tasting room addressed 1602 Gilson Street, except during the four permitted amplified events.

3. The hours of operation for the outdoor eating areas located at 1602 Gilson Street shall be Monday through Sunday from 10:00 am – 9:00 pm. Future modifications to the hours of operation of the outdoor eating area may be requested by the applicant in the future as a minor alteration of the conditional use following a recommendation by the district alder.

4. The applicant shall submit a more accurate and scaled seating plan showing exactly where the tables will be located on each patio. As part of this seating plan, the applicant shall describe what kind of tables they will use and how many seats will be provided. Staff also requests a more detailed description of the children's play area and outdoor performance platform, including any special features and materials.

5. The applicant shall install a solid fence between six (6) and eight (8) feet tall around the entire perimeter of the rear patio. The applicant shall use wood or equivalent materials and provide further details to Staff for final sign-off.

6. The applicant shall provide details on any screening fence proposed for the front patio, for staff approval. This shall not be a six (6) foot solid fence abutting the sidewalk.

7. The applicant shall obtain an entertainment license, if applicable to their liquor license requirements.

8. The applicant shall have the Certified Survey Map (CSM) recorded before final sign-off.

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

9. 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).

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

10. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record.

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

11. Due to changes in site operation, the applicant shall work with Traffic Engineering to determine if the existing entrances are functioning as intended and close one, if not two access points to Gilson Street.

12. Per MGO 10.08 - all off-street parking facilities shall be improved with bituminous or concrete pavement and designed so as to prevent encroachment onto adjacent land areas: secure all gravel areas with fencing or note as landscaping.

13. Secure patio area. If the applicant intends to have an outdoor seating area, the applicant shall secure the outdoor seating area from the Right of Way with a continuous fence.

14. 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.

15. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Zoning (Contact Jenny Kirchgatter, (608) 266-4569)

16. The areas labeled "Existing Parking" have not been approved for parking. Remove the "Existing Parking" labels from the site plan and discontinue parking in these areas or obtain approval for the parking lots. Per Section 28.141(8) Parking Design and Location, parking for automobiles and other motor vehicles shall be designed according to the requirements of Sec. 10.08, MGO.

17. 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. Note that gravel areas are impervious and contribute to the lot coverage maximum. Provide details of the permeable front patio area.

18. Bicycle parking shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of five (5) 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 of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.

19. Submit a landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

20. Screening is required adjacent the Zoning district boundary along the west property line. Screening shall be provided along side and rear property boundaries between commercial/ mixed-use districts and residential districts. Screening shall consist of a solid wall, solid fence, or hedge with year-round foliage, between six (6) and eight (8) feet in height. Submit a detail of the screening fence with the final plans.

21. Identify 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.

22. Provide a detail of the fence enclosing the outdoor eating area located on the east side of the building.

23. The outdoor eating areas shall meet applicable building/fire codes. The capacity shall be established for the outdoor eating areas. Occupancy is established by the Building Inspection Unit. Contact Building Inspection staff at (608) 266-4559 to help facilitate this process.

24. Verify whether exterior lighting will be provided for the outdoor patio areas. If exterior lighting is provided, it must comply with City of Madison General Ordinances Section 10.085 outdoor lighting standards. If exterior site lighting is provided, submit an exterior lighting plan and fixture cut sheets with the final plan submittal.

25. 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.

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

26. The proposed outdoor fire pit shall comply with IFC307.4.3. The fire pit shall be located a minimum 15-ft from of a structure or combustible material and the pit shall have a spark arrestor in place at all times while in use. Contact MFD prior to purchasing materials. Note: This is based on an approved occupant load of 35 classifying the space as a Group B Occupancy. MFD would need to reevaluate the allowance of a fire pit if the Occupancy changed to an Assembly if the occupant load reaches 50 persons.

Parks/Forestry Division (Contact, Kathleen Kane (608) 261-9671)

27. 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 prior to the start of construction. 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/2018/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.

28. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. 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.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91223

File ID:	91223	**File Type:**	Resolution	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	12/11/2025
File Name:	Approving Plans, Specifications, And Schedule Of Assessments For South Charter Street Alley Assessment District - 2026.			**Final Action:**	

Title: Approving Plans, Specifications, And Schedule Of Assessments For South Charter Street Alley Assessment District - 2026. (District 13)

Notes: Nicholas Jaeckels

		CC Agenda Date:	01/13/2026
		Agenda Number:	12.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	South Charter St Alley-BPW_Exhibit.pdf, S_Charter_St_Alley_BPWnotes_12_17_2025.pdf, 15486 South Charter St Alley BPW Public Hearing _.pdf, 15486_SCharterStAlley_Assess.pdf, 15486 South Charter St Alley CC Public Hearing.pdf	**Enactment Number:**	
Author:	Andrew Zwieg, Engineering	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/11/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING				Pass

Action Text: A motion was made by Ald. Guequierre, seconded by Kliems, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

Text of Legislative File 91223

Fiscal Note

The proposed resolution approves plans, specifications, and assessments and authorizes the Board of Public Works to advertise and receive bids for the South Charter Street Alley Assessment District - 2026. The total estimated cost of the project is $155,000 comprised of $104,618 in City costs and $50,382 in assessments. Funding is available in the 2026 Adopted Capital Budget for Engineering - Major Streets (Munis #15486). No additional appropriation is required.

Title

Approving Plans, Specifications, And Schedule Of Assessments For South Charter Street Alley Assessment District - 2026. (District 13)

Body

The Board of Public Works and the City Engineer having made reports of all proceedings in relation to the improvement of South Charter Street Alley Assessment District - 2026 pursuant to a resolution of the Common Council, RES-25-00592, ID No. 90490, adopted 11/25/2025, which resolution was adopted thereto, and the provisions of the Madison General Ordinances and the Wisconsin Statutes in such case made and provided, and the Common Council being fully advised.

BE IT RESOLVED:

1. That the City at large is justly chargeable with and shall pay the sum of $104,617.60 of the entire cost of said improvement.
2. That for those eligible property owners requesting construction of a rain garden in the public right-of-way adjacent to their property shall execute the necessary waiver of special assessments on forms provided by the City Engineer;
3. That the sum assigned to each separate parcel, as indicated on the attached schedule of assessment, is hereby specially assessed upon each such parcel.
4. That the Common Council determines such special assessments to be reasonable.
5. That the work or improvement be carried out in accordance with the reports as finally approved.
6. That such work or improvement represents an exercise of the police power of the City of Madison.
7. That the plans & specifications and schedule of assessments in the Report of the Board of Public Works and the Report of the City Engineer for the above named improvement be and are hereby approved.
8. That the Board of Public Works be and is hereby authorized to advertise for and receive bids for the said improvements.
9. That the due date by which all such special assessments shall be paid in full is October 31st of the year in which it is billed, or,
10. That such special assessments shall be collected in eight (8) equal installments, with interest thereon at 4.5 percent per annum, except those special assessments paid in full on or before October 31st of that year.
11. That the Mayor and City Clerk are hereby authorized to accept dedication of lands and/or easements from the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

INSTALLMENT ASSESSMENT NOTICE

Notice is hereby given that a contract has been (or is about to be) let for South Charter Street Alley Assessment District - 2026 and that the amount of the special assessment therefore has been determined as to each parcel of real estate affected thereby and a statement of the same is on file with the City Clerk; it is proposed to collect the same in eight (8) installments, as provided for by Section 66.0715 of the Wisconsin Statutes, with interest thereon at 4.5 percent per annum; that all assessments will be collected in installments as above provided except such assessments on property where the owner of the same has paid the assessment to the City Treasurer on or before the next succeeding November 1st.

NOTICE OF APPEAL RIGHTS

"Pursuant to Sec.4.09(14), Madison General Ordinances, as authorized by Sec. 66.0701(2), Wisconsin Statutes, any person against whose land a special assessment has been levied by this resolution has the right to appeal therefrom in the manner prescribed in Sec. 66.0703(12), Wisconsin Statutes, within forty (40) days of the day of the final determination of the Common Council, said date being the date of adoption of this resolution."

REGENT ST

070922402048
1225 Regent St

070922402022
1207 Regent St

070922402014
1201 Regent St

070922402155
1217 Regent St

070922402163
1235 Regent St

S CHARTER ST ALLEY

12.0'
11.5'
8.5'

070922402147
14 S Charter St

WESTERN PORTION OF ALLEY TO S ORCHARD ST BEING IMPROVED AS PART OF PRIVATE DEVELOPMENT AT 1235 REGENT ST

070922402080
1232 Bowen Ct

070922402098
1230 Bowen Ct

070922402105
1228 Bowen Ct

070922402113
1208 Bowen Ct

070922402121
1206 Bowen Ct

070922402139
22 S Charter St

S CHARTER ST

MARK	REVISION	DATE	BY

Designed By: NLJ
Date: 12/9/2025 2:52 PM
Scale: 1:20
BPW
15486

15486

MADISON, WI

CONTRACT NO: 8809

BPW EXHIBIT

SOUTH CHARTER STREET ALLEY

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15486

BPW

South Charter Street Alley Assessment District - 2026

Project Engineer	Nick Jaeckels ph: 261-9177 email: njaeckels@cityofmadison.com
Project Limits	Easterly portion of South Charter Street Alley to South Charter Street
Alder: 13 Evers	(see map on reverse)

South Charter St Alley	**Existing**	**Proposed**
Project Type: Alley Construction		
Last Surfaced	N/A	Reconstruction
Pavement Rating	N/A	New Pavement
Curb Rating	N/A	New Alley Gutter
Width		
	N/A	8.5' of asphalt
Surface Type	Gravel	Asphalt
Traffic Mitigation	None	No changes

Sidewalk, Terraces, & Driveways		
Sidewalks	None	No changes
Terraces	None	No changes
Driveways	Gravel or asphalt	No changes

Storm Sewer	**Existing**	**Proposed**
Work Required: Add new storm sewer		
Size	None	New Pipes (size varies)
Material	None	Concrete
Year	None	2026

Sanitary Sewer	**Existing**	**Proposed**
Work Required: No sanitary scope		
Size	None	No Changes
Material	None	No Changes
Year	None	No Changes

Water Main	**Existing**	**Proposed**
Work Required: No water scope		
Size	6"	No changes
Material	Ductile Iron	No changes
Year	2025	No changes

Parking	**Existing**	**Proposed**
	N/A	No changes

Street Lighting	**Existing**	**Proposed**
Area Street Lighting	MG&E lighting on utility poles	No Changes
Pedestrian Lighting	None	No Changes

Traffic Signals	**Existing**	**Proposed**
Work Required: No scope		
Year	No existing traffic signals	No changes

Land Purchases

None

Trees

There are no planned tree removals with this project prior to construction. The trees within the project limits that remain may have the roots trimmed during construction.

Assessment Policy

Alley Reconstruction*	Owner 50% / City 50%
Driveway Apron or Terrace Walk Replacement	Owner 50% / City 50%
Local Storm Sewer (inlets & pipes ≤ 12" dia)	Owner 50% / City 50%
Storm Sewer Main (pipes > 12" dia)	Owner 0% / City 100%

Assessments payable in one lump sum or over a period of 8 years, with 4.5% interest charged on unpaid balance.

*Assessed per linear ft. of frontage

Schedule

Advertise for bids	January 2026
Anticipated Construction Start	Spring/Summer 2026
Approximate Duration	Approx. 6 weeks

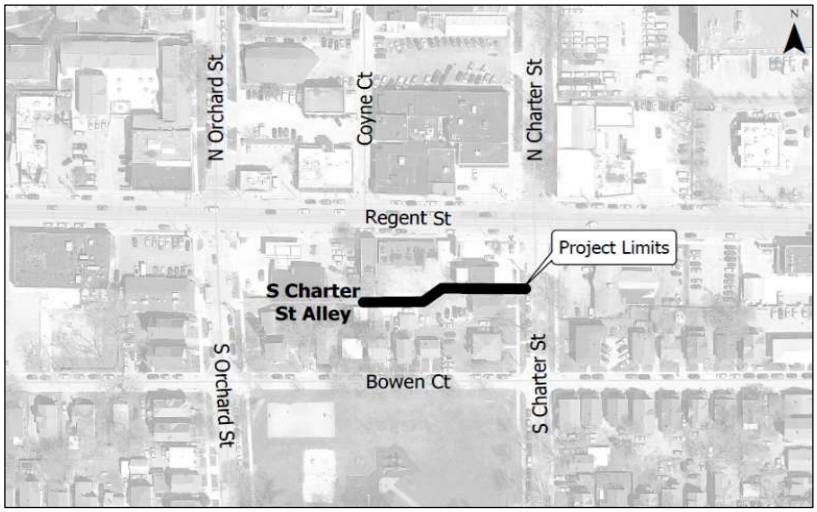
Costs

Total Cost: $155,000 (Includes 15% Engineering)
Assessments: $50,382.40
City Cost: $104,617.6

Correspondence

Email correspondence and phone calls with residents, businesses, and the Alder are ongoing. In lieu of a virtual public meeting, targeted engagement with specific property owners is in progress, and this outreach will continue until all property owners have been reached to discuss the upcoming project and how it may affect their access. A postcard was mailed to property owners and tenants to notify them of the upcoming project. In addition, preliminary assessments and a notice of the public hearing before the Board of Public Works were mailed directly to property owners.

see Map on reverse



Tree Removal Locations

None

Department of Public Works
Engineering Division
James M. Wolfe, P.E., City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4751
Fax: (608) 264-9275
engineering@cityofmadison.com
www.cityofmadison.com/engineering

Assistant City Engineer
Bryan Cooper, AIA
Gregory T. Fries, P.E.
Chris Petykowski, P.E.

Deputy Division Manager
Kathleen M. Cryan

Principal Architect
Amy Loewenstein Scanlon, AIA

Principal Engineer 2
Janet Schmidt, P.E.

Principal Engineer 1
Kyle Frank, P.E.
Mark D. Moder, P.E.
Fadi El Musa Gonzalez, P.E.
Andrew J. Zwieg, P.E.

Financial Manager
Steven B. Danner-Rivers

Parcel Number: «Parcel_No»
Situs Address: «Situs_Address»
«OwnerLine1»
«OwnerLine2»
«OwnerLine3»
«OwnerLine4»

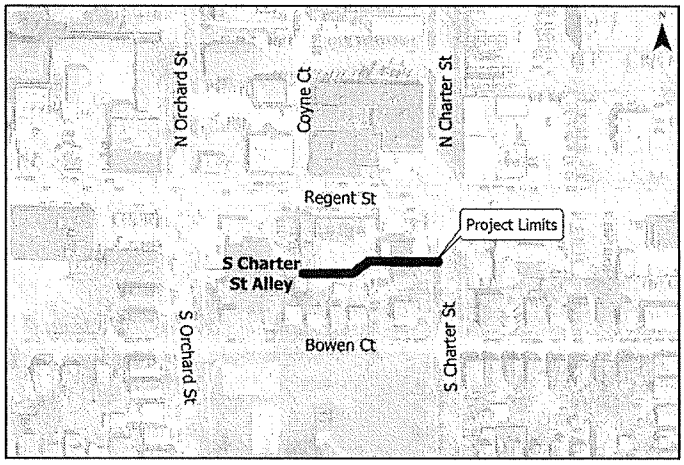
December 3, 2025

To: Property Owners along South Charter Street Alley

Re: Proposed South Charter Street Alley Reconstruction Project & Public Hearing

The City of Madison is planning a 2026 construction project along the easterly portion of the South Charter Street Alley to South Charter Street. Enclosed with this letter is a fact sheet with some details on the proposed project. Also enclosed is a notification for the Public Hearing before the Board of Public Works. The date, time and location of the public hearing is on the notification.

Project Location Map



This project will involve special assessments to the owners of property adjacent to the project. The property owners will be assessed for various items included with this proposed project. Tables detailing the City's standard assessment policy for the items of work is included on the fact sheet.

Below is a preliminary Schedule of Assessments, which shows the estimated costs for your property adjacent to the project. The Schedule of Assessments for all properties adjacent to the project is available on the project webpage at: https://www.cityofmadison.com/engineering/projects/south-charter-street-alley, a hard copy can be mailed to you upon request. The frontages and lot areas of each property to be assessed are listed on the full schedule. After work is complete, a final assessment cost will be calculated based on bid prices and work actually performed. The final assessment cost, which will be billed after the completion of the project, is payable in one lump sum or over a period of 8 years with 4.5% interest charged on the unpaid balance.

To request accommodations for special needs or disabilities or if you have any other questions regarding this project, please contact Nick Jaeckels, Project Manager, (608) 261-9177, njaeckels@cityofmadison.com. This includes requests relating to the Public Hearing and operations of construction.

Sincerely,

James M. Wolfe, P.E.
City Engineer

See Back

Language Translation Services:

A City of Madison Engineering project is planned in your area. It may have an impact on you or your property. For language translation services, call 608-266-4751 in any language.

您所在的地區計劃開展一項麥迪遜市工程部項目。這可能會對您或您的物業產生影響。如需語言翻譯服務，請用任何語言致電608-266-4751

"El departamento de ingeniería de la ciudad de Madison tiene planeado un proyecto en su área. Este proyecto puede impactarlo a usted o a su propiedad. Para cualquier servicio de traducción en cualquier idioma, llame al 608-266-4751.

"Muaj kev tawm phiaj xwm rau Madison lub khoos kas Kev Tawm Qauv rau hauv koj cheeb tsam. Nws yuav muaj kev cuam tshuam rau koj los sis koj cov khoom cuab yeej cuam tam. Rau cov kev pab txhais lus, ces hu rau 608-266-4751 muaj txhais ua txhua hom lus.

RFP: NLJ

cc by email:

Tag Evers, District 13 Alder
Mark Moder, City Engineering
Yang Tao, Traffic Engineering
Lukas Collins, City Traffic Engineering
Taletha Skar, IT Department
Hannah Mohelnitzky, City Engineering
Aaron Leair, City Forestry
Michael Ott, Police Department
Amanda J Nagel ajnagel@madison.k12.wi.us
Laura Hauptli lchauptli@madison.k12.wi.us
Heidi Koch heidi.koch@firstgroup.com
Scott Chehak Sachehak@madison.k12.wi.us
MMSD Transportation transportation@madison.k12.wi.us
Nick Jaeckels, City Engineering
Janet Schmidt, City Engineering
Tom Mohr, City Traffic Engineering
Adam Wiederhoeft, Water Utility
Tim Sobota, Madison Metro Transit
Charles Romines, Streets Division
Bill Sullivan, Fire Department
Dane County 911
Cara Hanson cmhanson@madison.k12.wi.us
Jason Northouse janorthouse@madison.k12.wi.us
Mike MacDonald mmacdonald@madison.k12.wi.us
Vanessa Cruz vacruz@madison.k12.wi.us
Andrew Zweig, City Engineering
Erin Geter, City Engineering
Sean Malloy, City Traffic Engineering
Jeff Belshaw, Water Utility
Lorissa Banuelos, Common Council
Brad Hofmann, City Forestry
Jennifer Hannah, Police Department

PLANS, SPECIFICATIONS, AND SPECIAL ASSESSMENTS
FOR
PUBLIC WORKS IMPROVEMENTS
MADISON, WISCONSIN

PART I

The Common Council of the City of Madison, Wisconsin, having heretofore decided that it is expedient and necessary that the improvements as listed in Part II hereof be improved at the expense of the property thereby on which would be conferred some special benefit.

NOW, THEREFORE, NOTICE IS HEREBY GIVEN:

That the City Engineer has prepared plans, specifications, a proposed schedule of assessments, and an estimate of the entire costs of the improvement for each of the districts listed in Part II hereof, and;

That the plans, specifications, a proposed schedule of assessments, and an estimate of the entire cost of the improvements listed hereto are available and open to inspection by all interested persons in the office of the City Engineer, Room 115, City-County Building, 210 Martin Luther King Jr. Blvd. and will so continue to be for ten (10) working days from the first published date of this notice, (please email Board of Public Works, boardofpublicworks@cityofmadison.com) and;

That on **WEDNESDAY, DECEMBER 17, 2025 AT 5:30 P.M.**, the Board of Public Works will be held remotely and the public can attend using a laptop or call in by phone. If you would like instruction on how to participate, please email boardofpublicworks@cityofmadison.com The Board will consider any objections that may be filed in writing or in person and hear all persons desiring to be heard, and;

That special assessments may be paid over an eight (8) year period, with the owner paying 1/8 of the principal each year plus four point five (4.5%) percent interest on the unpaid balance, as determined by the Board of Public Works.

That if the total assessment is paid in full before October 31st in the year that the billing is made, irrespective of project completion, then no interest shall be charged.

If you require an interpreter, materials in alternate formats, or other accommodations to access this public hearing, please contact the Engineering Division at phone (608) 266-4751 or email us at engineering@cityofmadison.com. Please make contact at least 72 hours prior to the date of this public hearing so that we can make proper accommodations.

PART II

SOUTH CHARTER STREET ALLEY ASSESSMET DISTRICT – 2026

By Order of the Board of Public Works
Madison, Wisconsin

PUB: WSJ **DECEMBER 9, 2025**

Department of Public Works
Engineering Division

PROJECT CONTACTS
» **Project Manager:** Nick Jaeckels
608-261-9177, njaeckels@cityofmadison.com

Fact and Details Sheet:
SOUTH CHARTER STREET ALLEY RECONSTRUCTION

Project Details – Proposed Work

Sanitary Sewer: No sanitary sewer infrastructure exists within the South Charter Street Alley. No sanitary sewer work is planned with this project.

Water Main: No water main work is planned with this project.

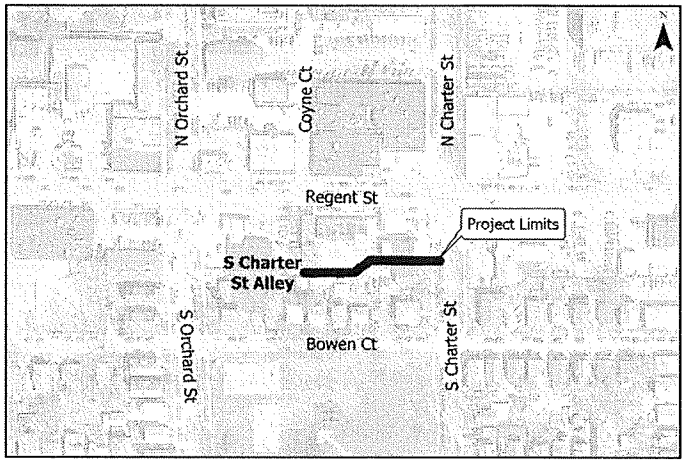
Storm Sewer: No storm sewer infrastructure exists within the South Charter Street Alley. New storm sewer will be installed from South Charter Street extending into the alley. A portion of costs of storm sewer to drain the alley is included with total alley special assessment.

Street/Alley: The City will install new pavement, gravel road base, curb and gutter, and replace the apron serving the alley off of Charter St. (*50% of total costs of alley work are assessed*).

Bus pads: No new bus pads will be installed within the project limits.

Streetlights: No streetlight changes are planned within the project limits.

Project Location Map



Assessments: The project will have special assessments for the alley construction. The assessments are a special charge for work being done that has a direct benefit to the property. The preliminary assessments are mailed during the design phase and will give the property owner an estimated cost due after construction is complete. The final assessment bill will be mailed in 2027 to adjacent property owners. The bill is calculated based on measured quantities and actual total construction costs of the alley reconstruction. The payment options include payment by lump sum or over 8 years with 4.5% percent interest.

Item	Property Owner Share	City Share
Alley Reconstruction*	50%	50%
Driveway apron off alley or terrace walk	50%	50%
Local storm sewer to drain alley (inlets & pipes ≤ 12" dia)	50%	50%
Storm Sewer Main (pipes > 12" dia)	0%	100%

*Alley Reconstruction assessed per linear ft. of frontage. 50% discount for single or two-family corner lots fronting two streets.

Trees: Terrace trees may be pruned prior to construction to provide required clearance for construction equipment. No tree removals are planned with this project. If, during construction, it is determined that any trees must be removed, adjacent property owners will be notified, prior to removal of the tree. The trees within the project limits that remain may have the roots trimmed during construction.

For any questions regarding street tree maintenance, please contact the general forestry line at 266-4816.

Project Website: Please visit the project website for the latest information and to sign up for project email updates.
https://www.cityofmadison.com/engineering/projects/south-charter-street-alley

Construction Schedule & Impacts

Tentative Schedule: It is expected the project will take approximately 6 weeks to complete and is anticipated to occur in spring/summer of 2026.

Traffic Impacts: The South Charter Street Alley will be closed to thru traffic within the project limits until the project is complete. No parking is allowed within the construction zone during working hours (7AM to 7PM), so when property access through the alley is not

accessible, you will need to park on the adjacent streets outside the project limits. The contractor will notify impacted residents prior to the alley access being closed for an extended period, but there will likely be several short-duration closures during utility work and asphalt paving that may not have much advance notice. During these shorter disruptions, the Contractor will work with residents to provide access as quickly as possible. Contact the project manager if you have accessibility concerns and need to request special accommodations.

Water Shut-offs: There are no planned water shut-offs. While unlikely, emergency shut offs are possible if the existing main is damaged during construction. Affected properties are notified as soon as possible.

Refuse Collection & Mail Delivery: It will be the contractor's responsibility to allow for refuse collection and mail delivery to continue during construction. If you currently have garbage/recycling pick-up in the alley, please place your carts on Orchard St., Charter St., or Bowen Ct. for collection during construction. Please mark your address on your cart to make sure it is returned if moved. We ask that you place your carts at the street the evening prior to or at the very latest 6:00 a.m. the morning of your scheduled refuse/recycling day.

Landscaping: The existing concrete walk adjacent to 1201 Regent Street will be replaced unless the property owner requests it to be removed. Please contact the project manager to evaluate the impacts of construction within the right-of-way.

City of Madison Engineering Division - Preliminary Schedule of Assessments

Date: December 17, 2025
Project ID: 15486
Project Name: South Charter Street Alley Assessment District - 2026
Project Description: Reconstruct the easterly portion of the South Charter Street Alley to Charter Street

*A factor has been applied for pavement reconstruction adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.

Parcel Information			Frontage		Street Reconstruction Items								
					Remove Concrete Terrace Walk Assessment @		5" Concrete Terrace Walk Assessment @		Alley Reconstruction Assessment @				Total Assessment
Parcel No./ Zoning	Mailing Address	Situs Address/ Parcel Location	LF	Frontage Streets	$1.34 per SF	Cost	$4.37 per SF	Cost	Multi Front *Factor	$130.00 LF	per LF Cost		
070922402014	1230 REGENT ST MADISON, WI 53715	1201 Regent St	85.90	S Charter St Alley	300.00 SF	$402.00	300.00 SF	$1,311.00	1.00	85.90	$11,167.00		$12,880.00
070922402022	1230 REGENT ST MADISON, WI 53715	1207 Regent St	21.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	21.00	$2,730.00		$2,730.00
070922402048	1445 REGENT ST MADISON, WI 53711	1225 Regent St	21.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	21.00	$2,730.00		$2,730.00
070922402098	1230 BOWEN CT MADISON, WI 53715-1320	1230 Bowen Ct	8.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	8.00	$1,040.00		$1,040.00
070922402105	1317 HOBBY HORSE RD OREGON, WI 53575	1228 Bowen Ct	35.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	35.00	$4,550.00		$4,550.00
070922402113	757 REGAL RIDGE HUDSON, WI 54016	1208 Bowen Ct	35.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	35.00	$4,550.00		$4,550.00
070922402121	4193 ROSE CT MIDDLETON, WI 53562-4338	1206 Bowen Ct	35.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	35.00	$4,550.00		$4,550.00
070922402147	PO BOX 620091 MIDDLETON, WI 53562	14 S Charter St	100.00	S Charter St Alley	0.00	$0.00	0.00	$0.00	0.50	100.00	$6,500.00		$6,500.00
070922402155	1219 REGENT ST MADISON, WI 53715	1217 Regent St	83.48	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	83.48	$10,852.40		$10,852.40
		Totals	300.00		$402.00		$1,311.00		---	424.38	$48,669.40		$50,382.40

AFFIDAVIT OF MAILING

STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

Johanna Johnson, being first duly sworn on oath, deposes and says that:

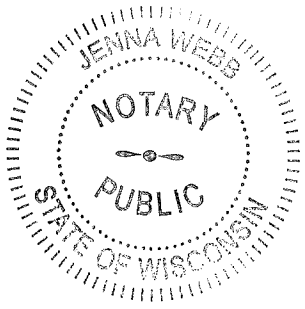
1. She is a Program Assistant with the Office of the City Engineer, City of Madison, Dane County, Wisconsin, and did on the 3rd day of December, 2025 placed in envelopes addressed to each interested owner of respective addresses as indicated by attached assessment list, a true and correct copy of the notice of assessments for their property for the project titled **South Charter Street Alley Assessment District – 2026** attached hereto.

2. She delivered the envelopes to the custody of the Mail Room of the Dane County Printing and Services Division, 210 Martin Luther King, Jr. Blvd., in the city of Madison, Dane County Wisconsin, for postage and depositing in the United States Mail.

Johanna L. Johnson
Johanna Johnson

Subscribed and sworn to before me
this 3rd day of December, 2025

Jenna Webb
Notary Public, State of Wisconsin
My Commission expires: September 30, 2029



City of Madison Engineering Division - Preliminary Schedule of Assessments

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Parcel Information			Frontage		Street Reconstruction Items							Total Assessment
					Remove Concrete Terrace Walk Assessment @		5" Concrete Terrace Walk Assessment @		Alley Reconstruction Assessment @			
Parcel No./ Zoning	Mailing Address	Situs Address/ Parcel Location	LF	Frontage Streets	$1.34 per SF		$4.37 per SF		Multi Front	$130.00 per LF		
					SF	Cost	SF	Cost	*Factor	LF	Cost	
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070922402155	1219 REGENT ST MADISON, WI 53715	1217 Regent St	83.48	S Charter St Alley	0.00	$0.00	0.00	$0.00	1.00	83.48	$10,852.40	$10,852.40
				Totals	300.00	$402.00	300.00	$1,311.00	---	424.38	$48,669.40	$50,382.40

Department of Public Works
Engineering Division
James M. Wolfe, P.E., City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4751
Fax: (608) 264-9275
engineering@cityofmadison.com
www.cityofmadison.com/engineering

Assistant City Engineer
Bryan Cooper, AIA
Gregory T. Fries, P.E.
Chris Petykowski, P.E.

Deputy Division Manager
Kathleen M. Cryan

Principal Architect
Amy Loewenstein Scanlon, AIA

Principal Engineer 2
Janet Schmidt, P.E.

Principal Engineer 1
Kyle Frank, P.E.
Mark D. Moder, P.E.
Fadi El Musa Gonzalez, P.E.
Andrew J. Zwieg, P.E.

Financial Manager
Steven B. Danner-Rivers

Parcel Number: «Parcel_No»
Situs Address: «Situs_Address»
«OwnerLine1»
«OwnerLine2»
«OwnerLine3»
«OwnerLine4»

December 23, 2025

FOR
PLANS, SPECIFICATIONS, AND SPECIAL ASSESSMENTS
FOR PUBLIC WORKS IMPROVEMENTS

MADISON, WISCONSIN

PART I

Notice is hereby given that the reports of the Board of Public Works and the City Engineer of the City of Madison, Wisconsin, on the plans, specifications, and special assessment of benefits accruing to the various lots and parcels of land affected by the proposed improvements, as listed in Part II hereof, in the City of Madison, have been filed in the office of the City Clerk, in the City-County Building, Madison, Wisconsin, and that said reports will be presented to the Common Council at a regular meeting to be held **TUESDAY, JANUARY 13, 2026, at 6:30 P.M., VIA A HYBRID MEETING** and that the Common Council will then and there consider said reports and will hold a public hearing to hear all persons interested, or their agents or attorneys, concerning matters contained in said reports, and will determine what portion, if any, of the cost of said improvement shall be paid by the City at large, and other action as the Common Council may deem proper.

IF YOU WISH TO SPEAK VIRTUALLY AT THE MEETING, YOU MUST REGISTER. You can register at https://www.cityofmadison.com/MeetingRegistration. When you register to speak, you will be sent an email with the information you need to join the virtual meeting.

IF YOU WISH TO SPEAK IN-PERSON AT THE MEETING, YOU MUST REGISTER WITH THE COUNCIL'S SECRETARY PRIOR TO 6:30 P.M.

The Common Council meeting is held in Room 201 of the City-County Building, 210 Martin Luther King Jr., Blvd., Madison, WI.

Notice is hereby given that a contract has been (or is about to be) let for below listed project(s) and that the amount of the special assessment therefore has been determined as to each parcel of real estate affected thereby and a statement of the same is on file with the City Clerk; it is proposed to collect the same in eight (8) installments, as provided for by Section 66.0715 of the Wisconsin Statutes, with interest thereon at 4.5% percent per annum; that all assessments will be collected in installments as above provided except such assessments on property where the owner of the same has paid the assessment to the City Treasurer on or before the next succeeding

City of Madison Engineering Division - Preliminary Schedule of Assessments

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AFFIDAVIT OF MAILING

STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

Johanna Johnson, being first duly sworn on oath, deposes and says that:

1. She is a Program Assistant with the Office of the City Engineer, City of Madison, Dane County, Wisconsin, and did on the 23rd day of December, 2025 placed in envelopes addressed to each interested owner of respective addresses as indicated by attached assessment list, a true and correct copy of the notice of assessments for their property for the project titled **South Charter Street Alley Assessment District – 2026** attached hereto.

2. She delivered the envelopes to the custody of the Mail Room of the Dane County Printing and Services Division, 210 Martin Luther King, Jr. Blvd., in the city of Madison, Dane County Wisconsin, for postage and depositing in the United States Mail.

Johanna Johnson

Subscribed and sworn to before me
this 23rd day of December, 2025

Thomas Lund

THOMAS LUND NOTARY PUBLIC STATE OF WISCONSIN

Notary Public, State of Wisconsin
My Commission expires: 04/08/2027

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90908

File ID:	90908	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/17/2025
File Name:	Rear Setback Path Zoning			**Final Action:**	

Title: Amending Sections within Chapter 28 of the Madison General Ordinances to allow reduced rear setback if adjacent to publicly-owned multi-use path.

Notes: 7012RearSetbackPath

		CC Agenda Date:	01/13/2026
		Agenda Number:	13.
Sponsors:	John P. Guequierre, Derek Field, Carmella Glenn And Michael E. Verveer	**Effective Date:**	
Attachments:	90908 Body, Zoning Text Memo 12-15-25 Rear Setback Multi-Use and Setback Clarification Simplification.pdf, Public Comment 12-14-25.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/17/2025	Michael Haas	Approved as to Form	12/5/2025
1	2	11/18/2025	Maggie McClain	Approve	12/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	11/17/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer For Public Hearing	PLAN COMMISSION	12/15/2025		Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING	Pass

Action Text: A motion was made by Solheim, seconded by Wasniewski, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Wasniewski, the Plan Commission found the standards are met and recommended approval of the zoning text amendment to the Common Council. The motion to recommend approval passed by voice vote/ other.

Text of Legislative File 90908

Fiscal Note

No City appropriation required.

Title

Amending Sections within Chapter 28 of the Madison General Ordinances to allow reduced rear setback if adjacent to publicly-owned multi-use path.

Body

DRAFTER'S ANALYSIS: This proposed set of Zoning Code amendments changes several sections of Madison General Ordinances Chapter 28 to allow for a reduced rear setback when adjacent to a public multi-use path. In those cases, the rear setback is proposed to be five (5) feet. One example of a publicly-owned multi-use path is a bike path. In addition, the code is amended to clarify that "side yard setback" is "street side yard setback" to help with ordinance comprehension; no substantive change to setback distance or intent of the standard is proposed. A side yard setback of 5' where proposed buildings or abutting buildings have window openings inside wall(s) that are within 6 feet of lot line is removed to allow building code to control required setback in these circumstances.

****

Please see Legistar File No. 90908 Body in Attachments.

Legistar File No. 90908 Body

The Common Council of the City of Madison do hereby ordain as follows:

1. Table entitled “Limited Mixed-Use District” of Subsection (3) entitled “Dimensional Requirements” of Section 28.063 entitled “Limited Mixed-Use District” of the Madison General Ordinances is amended by amending therein the following:

“Limited Mixed-Use District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
Side yard setback: other cases	~~No minimum~~ 0
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100’	5

2. Table entitled “Neighborhood Mixed Use District” of Subsection (3) entitled “Dimensional Requirements” of Section 28.064 entitled “Neighborhood Mixed-Use District” of the Madison General Ordinances is amended by amending therein the following:

"Neighborhood Mixed-Use District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
~~Side yard setback: Where proposed buildings or abutting buildings have window openings in side wall(s) within 6 feet of lot line.~~	~~5 Lot width <40: 10% lot width~~
Side yard setback: other cases ~~(i.e., infill between party wall storefront buildings)~~.	~~None unless needed for access~~ 0

Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100'	5

3. Table entitled "Traditional Shopping Street" of Subsection (3) entitled "Dimensional Requirements" of Section 28.065 entitled "Traditional Shopping Street (TSS) District" of the Madison General Ordinances is amended by amending therein the following:

"Traditional Shopping Street District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
~~Side yard setback: Where proposed buildings or abutting buildings have window openings in side wall(s) within 6 feet of lot line~~	~~5~~ ~~Lot width <40: 10% lot width~~
Side yard setback: Other cases ~~(i.e., infill between party wall storefront buildings)~~	~~none unless needed for access~~ 0
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100'	5

4. Table entitled "Mixed-Use Center District" of Subsection (5) entitled "Dimensional Requirements" of Section 28.066 entitled "Mixed Use Center (MXC) District" of the Madison General Ordinances is amended by amending therein the following:

"Mixed-Use Center District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map."

5. Table entitled "Commercial Corridor - Transitional District" of Subsection (3) entitled "Dimensional Requirements" of Section 28.067 entitled "Commercial Corridor - Transitional District" of the Madison General Ordinances is amended by amending therein the following:

“Commercial Corridor - Transitional District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
~~Side yard setback: Where proposed buildings or abutting buildings have window openings in side wall(s) within 6 feet of lot line~~	~~5~~ ~~Lot width <40: 10% lot width~~
Side yard setback: Other cases ~~(i.e., infill between party wall storefront buildings)~~	~~none unless needed for access~~ 0
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100’	5

6. Table entitled “Commercial Center District” of Subsection (3) entitled “Dimensional Requirements” of Section 28.068 entitled “Commercial Center District” of the Madison General Ordinances is amended by amending therein the following:

“Commercial Center District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100’	5

7. Table entitled “Regional Mixed-Use District” of Subsection (3) entitled “Dimensional Requirements” of Section 28.069 entitled “Regional Mixed-Use (RMX) District” of the Madison General Ordinances is amended by amending therein the following:

“Regional Mixed-Use District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance.

	5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
~~Side yard setback: Where proposed buildings or abutting buildings have window openings in side wall(s) within 6 feet of lot line~~	~~5~~ ~~Lot width <40: 10% lot width~~
Side yard setback: Other cases ~~(i.e., infill between party wall storefront buildings)~~	~~none unless needed for access~~ 0
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100'	5

8. Table entitled "Downtown Core District" of Subsection (3) entitled "Dimensional Standards" of Section 28.074 entitled "Downtown Core District" of the Madison General Ordinances is amended by amending therein the following:

"Downtown Core District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map."

9. Table entitled "Urban Office-Residential District" of Subsection (3) entitled "Dimensional Standards" of Section 28.075 entitled "Urban Office-Residential (UOR) District" of the Madison General Ordinances is amended by amending therein the following:

"Urban Office-Residential District	
Rear yard setback	20% of lot depth, but at least 30 See (b) below
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100'	5
Maximum lot coverage	75%"

10. Table entitled "Urban Mixed-Use District" of Subsection (3) entitled "Dimensional Standards" of Section 28.076 entitled "Urban Mixed-Use (UMX) District" of the Madison General Ordinances is amended by amending therein the following:

"Urban Mixed-Use District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-

	build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
Rear yard setback	10 See (b) below
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100'	5
Maximum lot coverage	90%"

11. Table entitled "Traditional Employment District" of Subsection (3) entitled "Dimensional Requirements, Permitted and Conditional Uses" of Section 28.084 entitled "Traditional Employment District" of the Madison General Ordinances is amended by amending therein the following:

"Traditional Employment District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
Side yard setback: other cases ~~(i.e. infill between party wall storefront buildings)~~	None unless needed for access
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
Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100'	5
Maximum lot coverage	85%"

12. Table entitled "Suburban Employment District" of Subsection (3) entitled "Dimensional Requirements, Permitted and Conditional Uses" of Section 28.085 entitled "Suburban Employment District" of the Madison General Ordinances is amended by amending therein the following:

"Suburban Employment District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance.

	5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.
~~Side yard setback (for exclusive residential use)~~	~~15 or 20% of building height~~"

13. Table entitled "Suburban Employment Center District" of Subsection (3) entitled "Dimensional Requirements, Permitted and Conditional Uses" of Section 28.086 entitled "Suburban Employment Center District" of the Madison General Ordinances is amended by amending therein the following:

"Suburban Employment Center District	
~~Maximum floor area ratio~~	

14. Table entitled "Employment Campus District" of Subsection (3) entitled "Dimensional Requirements, Permitted and Conditional Uses" of Section 28.087 entitled "Employment Campus District" of the Madison General Ordinances is amended by amending therein the following:

"Employment Campus District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map."

15. Table entitled "Industrial - Limited District" of Subsection (3) entitled "Dimensional Requirements, Permitted and Conditional Uses" of Section 28.088 entitled "Industrial - Limited District" of the Madison General Ordinances is amended by amending therein the following:

"Industrial - Limited District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map."

16. Table entitled “Industrial - General District” of Subsection (3) entitled “Dimensional Requirements, Permitted and Conditional Uses” of Section 28.089 entitled “Industrial - General District” of the Madison General Ordinances is amended by amending therein the following:

“Industrial - General District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.”

17. Table entitled “Campus-Institutional District” of Subsection (3) entitled “Dimensional Requirements” of Section 28.097 entitled “Campus-Institutional District” of the Madison General Ordinances is amended by amending therein the following:

“Campus-Institutional District	
~~Side~~ Street side yard setback	0' or 5' 0' if the distance between the curb and property line is equal to or greater than 15' or shown on the Setback Exceptions Map. A no-build easement may be used to achieve the 15' distance. 5' if the distance between the curb and property line is less than 15'. See (a) below and Downtown Setback Map and Setback Exceptions Map.”

PLANNING DIVISION STAFF REPORT

December 15, 2025

PREPARED FOR THE PLAN COMMISSION

Proposal: **Zoning Text Amendment**

Legistar File ID #: 90908 (Rear Yard Setback Adjacent to Public Multi-Use Path)

Prepared By: Zoning and Planning Staff

90908 – This code change reduces the required rear yard setback in various Mixed-Use, Commercial, Employment, and Downtown zoning districts to five feet when adjacent to a public multi-use path, such as the Capital City Trail. It also clarifies that an existing side yard setback provision is intended for street side yard setbacks, removes confusing language about when no side setback is needed, and removes a side setback that was intended to align with building code requirements but instead added unnecessary complication.

First, this amendment reduces the required rear yard setback to five feet for properties adjacent to public multi-use paths within 100 feet. Public multi-use paths are often a desirable amenity and there could be benefits both to users of a building and to users of a multi-use path in having buildings located closer to the path, rather than setback further from the path with parking, accessory buildings or open space located closer to the path. In these districts, many other buildings are already located closer to these multi-use paths because they are located on corner lots, with their smaller side yard adjacent to the path. In other cases, there are through lots, where the lot line adjacent to the path is considered an additional front lot line under the zoning code, or Planned Developments with setbacks that differ from adjacent conventional zoning districts. This code change would allow better alignment between the required rear yard and the required side yard or front yard when the rear yard is adjacent to a multi-use path.

In 2021, the zoning code was amended to ensure that there would be sufficient space for street tree growth (Legistar 64250). Setbacks in mixed-use and nonresidential zoning districts were changed to allow a zero-foot setback if the distance between the curb and property line was equal to or greater than 15 feet, but to require a five-foot setback if the distance was less than 15 feet. Corner lots have two street frontages, a front yard and a street side yard. The zero or five foot setback provision was added to both front yards and street side yards in the code to provide street trees on both streets of a corner lot with sufficient space to grow. However, the code language does not specify that this provision is for *street* side yards, which has caused confusion for applicants as they try to read and apply the code to their projects. Changing “side yard setback” to “street side yard setback” will eliminate this source of confusion. No change to setback distance or the intent of the standard is proposed.

The zoning code currently requires a side yard setback of five feet where proposed buildings or abutting buildings have window openings inside walls that are within six feet of the lot line. The intent of this provision was to align the zoning code with building code requirements about openings between buildings that are close to one another. What staff has found is that the zoning code setback can be an overly prescriptive requirement, and the building code provides more nuanced and varied solutions depending on a particular building’s or adjacent building’s circumstances. The amendment proposes to remove this provision and instead allow the building code to determine the side yard setback needed in these specific cases.

Lastly, language about examples of side yard setbacks in other cases is removed because it has created more confusion than clarity for applicants.

Staff supports this amendment.

Plan Commission
Meeting of December 15, 2025
Legistar #90908, Agenda #2

The Marquette and SASY neighborhoods have a substantial amount of mixed-use zoning abutting the Cap City Trail, but only four lots which could benefit from this change (one of which is already fully developed). A carte blanche rear yard exemption – which is essentially what this ordinance would provide by requiring only 5 feet instead of 20 feet – allows the owners of those few lots to have a significantly larger building. Perhaps there may be an actual need for a particular project to have a smaller rear yard setback – but that is what the variance process is for.

I do hope a Commissioner asks staff whether there is a development in the works that would benefit from (or prompted) this proposed change. There have been ordinance changes proposed in order to accommodate a new development (e.g., allowing drive-thrus in TSS to accommodate a bank on Monroe Street). Hovde's development team presented a proposal to the MNA and SASY neighborhoods last July for a new development at 2066 Helena. Support for PD zoning was being sought in order to avoid the rear yard setback requirement (the rear yard abuts the Cap City multi-use path). The rational for PD zoning under City ordinances was, at best, shaky. This ordinance change would allow Hovde to use TSS zoning and build a building exclusively for residential use merely 5 feet from the Cap City Trail.

<u>Reasons to keep the rear yard setback</u>
This proposal would privatize public land for private use. Yes, there are buildings along the Cap City trail that have a building facing the side street, thus only the 5-foot side yard setback is required along the Cap City trail. But these building do have a backyard (except for some zoned PD). This backyard can be used by the building's residents for various activities – including taking out their dogs, or a game of Frisbee.

Below is an image of 302 S Livingston, a PD zoned lot that has virtually no green space. The property line is the edge of the sidewalk near the public sidewalk – so there is about a foot of green space running along most of the northern edge of the building. When looking at this, would the public think of this a public space, or would they think this mowed lawn is private property? (And it is clearly an area for the residents' dogs – the bright green is the extra fertilization provided by those dogs and there is a poop station behind the white exhaust pipe.)

Google Street View, June 2025

The 20-foot rear yard is valuable for a number of reasons.

- It provides a space for resident use.
- It increases the probability that the building's owners won't be mowing, or chemically treating, public space for the convenience of its own residents.
- Often these right-of-ways are covered with a no-mow grass or, as in the case of the Marquette neighborhood, prairie. These paths provide habitat for wildlife and allow for more of a connected wildlife corridor (per the Comp Plan) that mowed areas do not offer.
- Tall buildings often shade the multi-use path, which can be a problem with icing in the winter and require higher applications of salt. The further a building is from a path the better.
- Trees are impacted when the development is a mere 5 feet from the lot line. Trees are on public right-of-way are often located close to the lot line. (While often these trees near the lot line are naturally propagated rather than being intentionally planted, they are not less valuable.) With the 306 S Brearly development several trees on public property were removed. The photo below shows how the construction fence was substantially bowed out in order to remove trees on public property. Two trees in the public right-of-way that had not been marked on the storm sewer plan for removal were taken out by the developer. The developer also removed a large cottonwood - the construction manager said the cottonwood's roots would have gone into his building. Then another cottonwood at the Brearly corner had its roots severely hacked (second photo). The developer also did a bad job pruning the limbs (Forestry made them address this issue).

- Trees provide shade for users of the multi-use paths. Trees help to effectively manage storm water. Trees provide some screening from the large buildings. A 5-foot rear yard would cause more of the types of problems seen with the Brearly project.
- These multi-use paths are increasingly important as open space. The isthmus and near east side have gained, and continue to gain, many more residents - more residents without any corresponding increase in park space (and the Parks department declared years ago that the isthmus was already deficient in park land). Open space requires an open area, an area where the sky is visible while looking somewhere other than up, an area that has green vegetation, an area that does not seem like being in a canyon. If a survey of users were to be taken, I think residents would appreciate openness over not having to look at a back yard (even a back yard with parking and/or accessory buildings).

<u>Various issues should this proposal move forward</u>
What is a "publicly-owned multi-use path?" The staff report provides one example – the Capital City Trail. Does a path through a greenway, or a path through a park, count as a "publicly-owned multi-use path?" Or a bike boulevard? Or a sidewalk that is also part of a designated bike route? This term needs to be defined.

Why is this just being applied to mixed-use districts? There is stretch of the Southwest Commuter Trail in the Industrial Limited district. IL requires a 30 foot rear yard setback.

Why is this not being applied to any residential districts? For example, 1620 Monroe, zoned TR-U1, could benefit from this change the same as mixed-use districts. And there is really no difference between an exclusively residential mixed-use building and TR-U1 or TR-U2 district.

The Comp Plan speaks of the importance of increasing shared paths under a number of different actions. As shared use paths increase in diverse locations, what is the potential impact of this ordinance change?

"Rear yard setback if rear property line adjacent to a lot or right-of-way with a publicly-owned multi-use path within 100' " seems to say that if the actual path is within 100', then the rear yard could be 5'. Yet shouldn't there also be a minimum? For example, if the actual path in only 5 or 10 feet from the developer's property line, wouldn't that provide more reason for a larger back yard?

The staff report refers to buildings abutting the bike path that face the side street (e.g., 306 S Brearly and 302 S Paterson) as buildings "located on corner lots." These are not corner lots. Under the ordinance definitions a corner lot is one in which two adjacent sides abut for their full lengths upon a street. The Cap City Trail is not a "street." For about 4½ blocks the Cap City Trail is a former street, one which City arcgis map do not reflect as a street. (Nor did the staff reports for these projects call these corner lots.) Nor are lots that face a public street, such as Helena, and have a rear yard abutting a multi-use path, such as the Cap City Trail, a "through lot." Under the ordinance definitions a through lot is one which has "a pair of opposite lot lines along, and access to, two (2) more or less parallel public streets, and which is not a corner lot. On a through lot, both street lines shall be deemed front lot lines." The lot line adjacent to the path is not an additional front lot line since that lot line does not abut a public street.

<u>Eliminating side yards where the proposed buildings or abutting buildings have window openings inside walls that are within six feet of the lot line</u>

While this provision is described as overly prescriptive by staff, it does serve a purpose: it is a clear standard not dependent on building code requirements. It guarantees an existing structure on the abutting property some measure of light and ventilation, both of which could be lost if the side yard setback is eliminated. This is particularly important in the older parts of the City where residential and mixed-use are often intermixed. Old homes are not always set in the center of the lot and there may be only 2-3 feet between the home and the mixed-use lot.

Respectfully Submitted,
Linda Lehnertz

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90915

File ID:	90915	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/17/2025
File Name:	West Johnson Rezone			**Final Action:**	

Title: Creating Section 28.022-00741 of the Madison General Ordinances to change the zoning of property located at 33 West Johnson Street from PD (Planned Development) District to UMX (Urban Mixed-Use) District. (District 4)

Notes: 7015WestJohnsonRZ

		CC Agenda Date:	01/13/2026
		Agenda Number:	14.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	33 W Johnson Street (2025).pdf, Link to Cond Use File 90613, Link to CSM File 90617, 33 W Johnson UDC Draft Report 12-17-25.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/17/2025	Michael Haas	Approved as to Form	12/5/2025
1	2	11/18/2025	Maggie McClain	Approve	12/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	11/17/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer For Public Hearing	PLAN COMMISSION			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	PLAN COMMISSION	01/12/2026	Pass

Action Text: A motion was made by Solheim, seconded by Wasniewski, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 1/12/2026. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the zoning map amendment be re-referred to the January 12, 2026 Plan Commission (January 27, 2026 Common Council) pending a recommendation by the Urban Design Commission on the related conditional use request (ID 90613). The motion to recommend re-referral passed by voice vote/ other.

Text of Legislative File 90915

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00741 of the Madison General Ordinances to change the zoning of property located at 33 West Johnson Street from PD (Planned Development) District to UMX (Urban Mixed-Use) District. (District 4)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 33 West Johnson Street from PD (Planned Development) District to UMX (Urban Mixed-Use) District to facilitate a two-lot land division and hotel development.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00741 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00741. The following described property is hereby rezoned to UMX (Urban Mixed-Use) District.

Lot 1, Certified Survey Map 14965, City of Madison, Dane County, Wisconsin. Said described parcel contains 2.0 acres (87,516 square feet)”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x

FROM: Tim Parks, Planning Division

Repeal: _____

Creation: _____

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 25 November 2025

Referral(s): Plan Commission: 15 December 2025; Common Council: 13 January 2026

Fiscal Note: No Fiscal Impact

Sponsor(s): Planning Division

When completed:

Send DRAFT to: Tim Parks (original will be held until otherwise notified)

Send copy to: _____

Note: Unless otherwise indicated, this ordinance will be submitted directly to Common Council.

If request is to rezone property, the following additional information must be furnished before the ordinance can be drafted:

Rezone following property:

Address 33 W Johnson Street Alder District 4

From PD District To UMX District

Proposed Use: Rezone to facilitate two-lot land division and hotel development in UMX zoning

By Direction Of: _____ Date: 17 November 2025

Meagan Tuttle, Director Planning Division

URBAN DESIGN COMMISSION MEETING REPORT December 17, 2025

Agenda Item #: 4

Project Title: 33 W Johnson Street (formerly 200 Wisconsin Avenue) - New Hotel in Urban Mixed-Use (UMX). (District 4)

Legistar File ID #: 90072

Members Present: Shane Bernau, Chair; Rafeeq Asad, Anina Mbilinyi, Nicholas Hellrood, Davy Mayer

Prepared By: Jessica Vaughn, AICP, UDC Secretary

Summary

DRAFT

At its meeting of December 17, 2025, the Urban Design Commission made an advisory motion to the Plan Commission to **APPROVE** a new hotel located at 33 W Johnson Street. Registered and speaking in support were Andy Laufenberg, Michael Salerno, Kevin Yeska, and Doug Hursh. Registered in support and available to answer questions were Matt Saunders, and Jim Webb. Registered in support but not wishing to speak was Nicholas Davies.

Summary of Commission Discussion and Questions:

The Commission appreciated the tree protection on Wisconsin Avenue, and inquired about the landscape on the Johnson and Dayton Street frontages and how landscape is being accommodated. The applicant noted they are in discussions with Madison Metro for a bus boarding platform on Johnson Street, and silva cells will be used. Dayton Street will have the same condition, but there is a grass terrace there as well.

The Commission confirmed that there is currently no activity on the other half of the block. The floor plans seemed to have a parking connection on the lower level. The lower level is intended to only show that the floor plates align between the two.

The Commission acknowledged that the green roof is a positive, as well as the façade articulation, and the shadows in the material detailing. The Commission asked if there was a reason that the masonry stopped where it does. The applicant replied that the goal was to create a playful pattern by stopping and starting the masonry and metal panel, to create visual interest for the exterior that is not necessarily related to the interior.

The Commission noted it is best practice to show how changes have been made, and that they were not seeing how some of their previous comments were being addressed, especially with regard to the big things like materials and how they fit in with the context, the addition of a curb cut where it specifically doesn't allow one, as well as how the building corners have been activated more. Those things haven't changed and they are not consistent with the Downtown Urban Design Guidelines. Are there other entries, and how are they being highlighted or articulated at the corners? The applicant noted that the material palette is a red brick, a direct response to the Madison College building. It is a strong and durable material that will prolong the lifespan of the building. Metal panel was used, with sawtooth brick piers to add modern flair and a lighter, more contemporary feeling. With regard to the corners, they are strong and do a good job anchoring the site; eroding them and creating a more porous texture would detract from the arrival point, taking away from the hierarchy erodes that use and intent.

The Commission noted that the added specialty design moves in the application of the materials made the building design better, but that the building corners could still be stronger.

The Commission inquired about louvers on street facing façades and how they are articulated and integrated into the overall design. The applicant responded that louvers are articulated similarly to the other openings and vocabulary that already exists on the Johnson and Dayton Street façades. There are no louvers for the hotel rooms, only exhaust for the kitchen and parking garage. The back alley side is all louvers to account for garage ventilation.

The Commission asked about the planter material, if it was precast, and if so, were alternative materials explored? The Commission noted that there is an opportunity to enhance the planters more. The applicant responded that they are still exploring other options, but that poured in place with stone veneer would take up too much room, and corten steel would not work well with the architecture – they are looking for a slim profile and a Wausau Tile product, something similar to the precedent imagery provided – exposed aggregate, small finishes on those walls could be special. Ultimately, the Commission noted that the precast may be a better match to the materials on the building and is more durable.

The Commission inquired about the bus stop and bench, if that is the same material as the building. The applicant noted it would be a similar finish to that of the bronze metal panel on the building.

The Commission asked about the historic arch and if any alternatives to integrating it back into this part of the site or architecture were explored. The applicant stated that it feels foreign to this architecture. The location was shown as an exercise to see where it could be placed elsewhere on the site, and they have been working with the "Friends of the Arch" group as well. An alternative location may be pursued altogether, they are still working to explore locations. The Commission noted that the arch does not seem to be shown in the right place, but that the project site also may not be the right location given its style and design.

The Commission appreciated higher ceiling heights on the ground floor, and inquired about any horizontal shading and an energy study. The applicant replied that the individual hotel rooms will have black out shades, but that horizontal shades don't work great in the other locations. Dayton is already heavily shaded by the Concourse Hotel. They have not done an energy study.

The Commission confirmed that all the base planters being shown in the renderings are accommodated in the landscape plan. The applicant acknowledged that they were. In addition, the Commission noted that if an encroachment into the existing easement cannot be accommodated, those will have to move back at least one foot. The Commission noted that utilizing a similar material to the architectural base material would tie the planters well into the building.

The Commission asked why the drop-off cannot be located on Dayton Street to mimic the Concourse directly across the street. Having it on Wisconsin Avenue is a direct contradiction to the Downtown Urban Design Guidelines. The Commission noted that Johnson Street does not seem like a good fit, but that Dayton Street had potential, or that loading could not occur in the street on Wisconsin Avenue. The applicant responded without this drop-off on Wisconsin they couldn't have two entrances at either of the other streets; a single curb cut would use too much floor space in the building which would put back of house elements towards more active streets, and the proposed site plan resulted in a better overall design. They looked at vehicular drop off on Johnson or Dayton Streets, but there is not enough space. They have it designed with as minimal an impact as possible on Wisconsin Avenue, they are saving trees for minimum disturbance.

The Commission discussed not being fully convinced, without a true analysis, that a drop-off sequence on Dayton Street isn't a better design. This is hard because it goes against the one document the Commission uses to evaluate the project.

The Commission talked about other downtown hotels and their drop-off sequences, noting the AC Hotel, Embassy Suites at Judge Doyle Square, and the Hyatt on W Washington Avenue.

DRAFT

The Commission liked the drop-off sequence, it is good design in terms of sequencing, but the entries need more highlighting. Consideration should be given to more active seating areas at the entries.

The Commission questioned not framing the ceiling in the drop-off area, noting the piers stop at an odd location; consideration should be given to framing that ceiling.

The Commission noted that tree preservation is very important on Wisconsin Avenue. Having a drop-off in the terrace is a non-starter because it would impact the trees. This design can push boundaries. This location on Wisconsin Avenue makes the most sense for the drop-off area. Madison is changing and growing, it might be time to reevaluate some of our documents.

The Commission liked the materials, the symmetrical massing and asymmetrical use of materials, it is an interesting building. Framing the two-story larger elements makes it look more substantial than small, it has a monumental feel.

Action

On a motion by Asad, seconded by Mayer, the Urban Design Commission made an advisory motion to the Plan Commission to **APPROVE,** with the following conditions and findings:

- The bus stop design and materials shall be a similar material to the building (bronze metal).
- Louvers shall fit within the context of the design and existing rhythm of openings.
- Finding that the activation of the meeting spaces and tall windows provide an enhanced design at the pedestrian level, along with landscape, a separate, clear pedestrian pathway, maintenance of the trees on Wisconsin Avenue, while not meeting the letter of the guidelines, do maintain the intent of the Downtown Urban Design Guidelines that speak to site access and circulation.
- The Commission noted that if the arch should become integrated as a part of the proposed development, additional review and approval should be undertaken to evaluate how it is integrated in and consistent with the site plan, landscape, and building.

The motion was passed on a unanimous vote of (4-0).

DRAFT

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90916

File ID:	90916	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/17/2025
File Name:	West Gilman Rezone			**Final Action:**	

Title: Creating Section 28.022-00742 of the Madison General Ordinances to change the zoning of property located at 411 West Gilman Street from DC (Downtown Core) District to UMX (Urban Mixed-Use) District. (District 2)

Notes: 7016WestGilmanRZ

		CC Agenda Date:	01/13/2026
		Agenda Number:	15.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	411 W Gilman Street.pdf, Link to Cond Use File 90614, Link to CSM File 90618	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/17/2025	Michael Haas	Approved as to Form	12/5/2025
1	2	11/18/2025	Maggie McClain	Approve	12/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	11/17/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer For Public Hearing	PLAN COMMISSION			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	PLAN COMMISSION	02/02/2026	Pass

Action Text: A motion was made by Solheim, seconded by Wasniewski, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 2/2/2026. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the zoning map amendment be re-referred to the February 2, 2026 Plan Commission (February 10, 2026 Common Council) pending a recommendation by the Landmarks Commission on the demolition of the existing buildings on the subject site. The motion to recommend re-referral passed by voice vote/ other.

Text of Legislative File 90916

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00742 of the Madison General Ordinances to change the zoning of property located at 411 West Gilman Street from DC (Downtown Core) District to UMX (Urban Mixed-Use) District. (District 2)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 411 West Gilman Street from DC (Downtown Core) District to UMX (Urban Mixed-Use) District to facilitate redevelopment of the site with a 15-story mixed-use building.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00742 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00742. The following described property is hereby rezoned to UMX (Urban Mixed-Use) District.

The southwest half of Lot 8, Block 39, Original (Prichette) Plat of Madison, City of Madison, Dane County, Wisconsin. Said described parcel contains 4,385.07 square feet, more or less.”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x

FROM: Tim Parks, Planning Division

Repeal: _____

Creation: _____

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 25 November 2025

Referral(s): Plan Commission: 15 December 2025; Common Council: 13 January 2026

Fiscal Note: No Fiscal Impact

Sponsor(s): Planning Division

When completed:

Send DRAFT to: Tim Parks (original will be held until otherwise notified)

Send copy to: _____

Note: Unless otherwise indicated, this ordinance will be submitted directly to Common Council.

If request is to rezone property, the following additional information must be furnished before the ordinance can be drafted:

Rezone following property:

Address 411 W Gilman Street Alder District 2

From DC District To UMX District

Proposed Use: Rezone to facilitate redevelopment of site with a 15-story mixed-use building in UMX zoning

By Direction Of: _____ Date: 17 November 2025

Meagan Tuttle, Director Planning Division

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90936

File ID:	90936	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/18/2025
File Name:	Sheboygan Avenue Rezone			**Final Action:**	

Title: Creating Section 28.022-00743 of the Madison General Ordinances to change the zoning of property located at 5025 Sheboygan Avenue from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00744 to approve a Specific Implementation Plan. (District 11)

Notes: 7017SheboyganRZ

		CC Agenda Date:	01/13/2026
		Agenda Number:	16.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	5025 Sheboygan Avenue.pdf, Public Comment 11-23-25.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/18/2025	Michael Haas	Approved as to Form	12/8/2025
1	2	11/19/2025	Maggie McClain	Approve	12/8/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	11/18/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Plan Commission Public Hearing (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer For Public Hearing	PLAN COMMISSION			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	PLAN COMMISSION	02/02/2026	Pass

Action Text: A motion was made by Solheim, seconded by Wasniewski, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 2/2/2026. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the amended planned development be re-referred to the February 2, 2026 Plan Commission (February 10, 2026 Common Council) pending a recommendation by the Urban Design Commission. The motion to recommend re-referral passed by voice vote/ other.

Text of Legislative File 90936

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00743 of the Madison General Ordinances to change the zoning of property located at 5025 Sheboygan Avenue from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00744 to approve a Specific Implementation Plan. (District 11)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 5025 Sheboygan Avenue from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and approves a General Development Plan and a Specific Implementation Plan to construct a one-story, 10,700 square-foot clubhouse for Monticello Apartments.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00743 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00743. The following described property is hereby rezoned to Amended PD (Planned Development) District.

Outlot 1, University Hill Farms - Seed Farm Addition, City of Madison, Dane County, Wisconsin. Said described parcel contains 5.78 acres.”

2. WHEREAS, a Planned Development District Specific Implementation Plan has been duly filed for approval of the Madison Common Council and is hereby made an integral component of the zoning district regulations.

NOW, THEREFORE, the Common Council of the City of Madison do ordain as follows:

Map Amendment 00744 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00744. A Planned Development District Specific Implementation Plan is hereby approved for the following described property:

Outlot 1, University Hill Farms - Seed Farm Addition, City of Madison, Dane County, Wisconsin.

Said described parcel contains 5.78 acres.”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x

FROM: Tim Parks, Planning Division

Repeal: _____

Creation: _____

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 25 November 2025

Referral(s): Plan Commission: 15 December 2025; Common Council: 13 January 2026

Fiscal Note: No Fiscal Impact

Sponsor(s): Planning Division

When completed:

Send DRAFT to: Tim Parks (original will be held until otherwise notified)

Send copy to: _____

Note: Unless otherwise indicated, this ordinance will be submitted directly to Common Council.

If request is to rezone property, the following additional information must be furnished before the ordinance can be drafted:

Rezone following property:

Address 5025 Sheboygan Avenue Alder District 11

From PD District To Amended PD(GDP-SIP) District

Proposed Use: Amend the general development plan and approve an amended specific implementation plan to construct a one-story, 10,700 square-foot clubhouse for Monticello Apartments

By Direction Of: _____ Date: 17 November 2025

Meagan Tuttle, Director Planning Division

From: Alicia Lyu
To: Plan Commission Comments
Subject: Comments regarding proposed development at 5025 Sheboygan Ave
Date: Sunday, November 23, 2025 11:07:45 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Plan Commission,

I am writing regarding the proposed single-story clubhouse at 5025 Sheboygan Ave. As a former tenant of Monticello, I am familiar with the neighborhood and the specific conditions of this apartment complex. I am writing to advocate for increased density in this proposed development.

I am aware that Monticello is struggling to fill its vacant units, despite the Sheboygan neighborhood's rapid economic development and urbanization. **While the developers may view a clubhouse as the solution to attracting tenants, and while adding more units to a complex with vacancies might seem counterintuitive, my experience as a former resident suggests a different reality.**

My decision to move out of Monticello was not due to the lack of a clubhouse, given the site's proximity to campus amenities via public transport. Rather, I left due to issues inherent in an aging building: poor sound insulation, ventilation odors, uneven heating, and constant maintenance issues. Despite being offered a renovated unit, I felt that many issues would remain. I am currently paying 20% more rent for a smaller unit in a less convenient location, simply to live in a modern building. The proposed development is a strategic opportunity for Monticello to **diversify their portfolio with highly sought-after, brand-new units.**

Furthermore, the surrounding area suffers from a shortage of studio units. To the best of my knowledge, the existing older complexes offer virtually no studio inventory. The newly built EO Madison Yards currently has only 3 vacant studio units compared to 29 vacant 1-bed or 2-bed units. I believe **adding residential floors dedicated to studios above the proposed clubhouse would address a critical gap in the local housing stock while ensuring financial viability for Monticello.**

Thank you for your consideration.

P.S. I could not locate the Legistar file for this item. I respectfully request that PC staff link my comment to the appropriate file.

Sincerely,
Alicia Lyu

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91135

File ID:	91135	**File Type:**	Ordinance	**Status:**	Unfinished Business
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	12/04/2025
File Name:	Moratorium on Zoning Certificates for Data & Telecommunication Centers			**Final Action:**	

Title: Creating Section 28.140 to establish a temporary moratorium on the consideration and/or issuance of zoning certificates for data centers and telecommunications centers and amending 28.061, 28.082, and 28.151 to accommodate the temporary moratorium.

Notes: 7020DataTelecommunicationMoratorium

CC Agenda Date: 01/13/2026

Agenda Number: 17.

Sponsors: Satya V. Rhodes-Conway, Tag Evers, Derek Field, Yannette Figueroa Cole, Carmella Glenn, MGR Govindarajan, John P. Guequierre, Sabrina V. Madison, Dina Nina Martinez-Rutherford, Julia Matthews, Sean O'Brien, Michael E. Verveer And Regina M. Vidaver

Effective Date:

Attachments: 91135 Body, Zoning Text Memo - Data Center Moratorium

Enactment Number:

Author: Kate Smith

Hearing Date:

Entered by: mglaeser@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/9/2025	Michael Haas	Approved as to Form	12/29/2025
1	2	12/10/2025	Maggie McClain	Approve	12/29/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	12/04/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission (1/12/26), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred	PLAN COMMISSION

Action Text: This Ordinance was Referred to the PLAN COMMISSION

Text of Legislative File 91135

Fiscal Note

[Enter Fiscal Note Here]

Title

Creating Section 28.140 to establish a temporary moratorium on the consideration and/or issuance of zoning certificates for data centers and telecommunications centers and amending 28.061, 28.082, and 28.151 to accommodate the temporary moratorium.

Body

DRAFTER'S ANALYSIS: This proposed ordinance creates a temporary moratorium on issuance of zoning certificates for data centers and telecommunications centers of more than 10,000 square feet of floor area. Data centers are facilities, contained within a single building or in a collection of buildings, used primarily for the storage, management, processing, and transmission of digital data, which primarily houses computer or network equipment, systems, servers, appliances and other associated components related to digital data operations. The facility may also include utility infrastructure to support sustained operations at the data center. Currently, Madison's zoning code (MGO Chapter 28) does not include a definition or specific standards for 'data centers' as a use category. In MGO Chapter 28, 'telecommunications centers' is a category that has historically encompassed this type of business but is outdated.

A moratorium is a planning tool that will give the City time to set responsible rules for a new use category. While our community and economy benefit from data storage, research studies and observations in other communities show that certain large-scale data centers may pose a significant strain on energy, water use, emergency services, traffic, noise, air quality and urban development challenges that require planning and consideration. Without a zoning regulation that reflects current best practices to responsibly manage this use, the construction of new data centers may affect property values, the implementation of the City's long-range land use plans, and be detrimental to the public health, safety and general welfare. Therefore, a twelve (12) month moratorium is necessary to research and establish well-informed, consistent zoning and/or regulatory standards applied to data centers and telecommunications centers.

The moratorium will allow the City of Madison agencies, including the Office of the City Attorney ("OCA") and the Department of Planning and Economic Development ("DPCED"), to research best practices and safeguards, including creating a definition of data centers, and other use types if needed; identify the specific planning and development considerations relevant to our community for the responsible operation of data centers in the future; and propose potential standards. Agencies may assess fiscal impacts, including long-term City of Madison service and infrastructure costs for policymakers' considerations. Additionally, a twelve (12) month moratorium will allow the City of Madison to gain insights from the newly created Dane County Advisory Committee on Data Centers for the purposes of regional coordination.

****

Please see Legistar File No. 91135 Body in Attachments.

Legistar File No. 91135 Body

DRAFTER'S ANALYSIS: This proposed ordinance creates a temporary moratorium on issuance of zoning certificates for data centers and telecommunications centers of more than 10,000 square feet of floor area. Data centers are facilities, contained within a single building or in a collection of buildings, used primarily for the storage, management, processing, and transmission of digital data, which primarily houses computer or network equipment, systems, servers, appliances and other associated components related to digital data operations. The facility may also include utility infrastructure to support sustained operations at the data center. Currently, Madison's zoning code (MGO Chapter 28) does not include a definition or specific standards for 'data centers' as a use category. In MGO Chapter 28, 'telecommunications centers' is a category that has historically encompassed this type of business but is outdated.

A moratorium is a planning tool that will give the City time to set responsible rules for a new use category. While our community and economy benefit from data storage, research studies and observations in other communities show that certain large-scale data centers may pose a significant strain on energy, water use, emergency services, traffic, noise, air quality and urban development challenges that require planning and consideration. Without a zoning regulation that reflects current best practices to responsibly manage this use, the construction of new data centers may affect property values, the implementation of the City's long-range land use plans, and be detrimental to the public health, safety and general welfare. Therefore, a twelve (12) month moratorium is necessary to research and establish well-informed, consistent zoning and/or regulatory standards applied to data centers and telecommunications centers.

The moratorium will allow the City of Madison agencies, including the Office of the City Attorney ("OCA") and the Department of Planning and Economic Development ("DPCED"), to research best practices and safeguards, including creating a definition of data centers, and other use types if needed; identify the specific planning and development considerations relevant to our community for the responsible operation of data centers in the future; and propose potential standards. Agencies may assess fiscal impacts, including long-term City of Madison service and infrastructure costs for policymakers' considerations. Additionally, a twelve (12) month moratorium will allow the City of Madison to gain insights from the newly created Dane County Advisory Committee on Data Centers for the purposes of regional coordination.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Section 28.140 entitled "Temporary Moratorium on Data Centers and Telecommunications Centers" of the Madison General Ordinances is created as follows:

"**28.140 TEMPORARY MORATORIUM ON DATA CENTERS AND TELECOMMUNICATIONS CENTERS.**

(1) Declaration of Moratorium. A temporary moratorium is hereby declared with respect to the issuance of zoning certificates for data centers and telecommunications centers, as a principal and primary use, when they have a floor area greater than 10,000 square feet contained within a single building or collection of buildings.

(2) Statement of Purpose. The purpose of the moratorium is to provide the City of Madison with adequate time to assess the impacts and secondary effects of data centers and telecommunications centers and promote meaningful development and implementation of Madison General Ordinances with regard to both. The moratorium is necessary to protect the health, safety and general welfare of the City of Madison residents, businesses and visitors.

(3) Authority. The City of Madison relies on the authority granted pursuant to Wis. Stat. § 62.23(7)(am) and all other sources of authority that authorize the adoption of this ordinance.

(4) Duration of Moratorium. This moratorium shall be in effect for twelve (12) months following the effective date of this ordinance or until an amendment to this chapter related to data centers and/or telecommunications centers is adopted and takes effect, whichever is earlier.

(5) Direction to Develop Data Centers Ordinance. During the period of this moratorium, the Office of the City Attorney ("OCA") and the Department of Planning, Community and Economic Development ("DPCED"), in consultation with relevant City agencies, are directed to draft an ordinance providing comprehensive and appropriate regulations of data centers and telecommunications centers to protect the public health, safety and general welfare of City of Madison residents, businesses, visitors and the public. It is the intention of the City of Madison Common Council to amend Chapter 28 of the Madison General Ordinances to adopt an ordinance pertaining to data centers and telecommunications centers before the expiration of this moratorium.

(6) Subjects of Consideration. In preparing an amendment to this chapter or a separate ordinance related to data centers and/or telecommunications centers, the OCA and DPCED shall review the possible impacts that these uses may have on the health, safety and general welfare of the residents, businesses, visitors and general public in the City of Madison. The OCA, DPCED and relevant agencies shall also consult with other municipalities, experts, stakeholders, and relevant available studies and research pertaining to effective municipal regulation of data centers.

(7) Definitions. For the purposes of this moratorium only, the following definition shall be established for data centers. Additionally, for the purposes of this moratorium, the previously adopted telecommunications center definition (below) in Sec. 28.211 shall be utilized.

(a) Data Center. A facility whose primary and principal use is for the storage, management, processing, and transmission of digital data, which houses computer or network equipment, systems, servers, appliances and other associated components related to digital data operations. The facility may also include air handlers, power generators, water cooling and storage facilities, utility substations, and other associated utility infrastructure to support sustained operations at the data center. Data centers may also contain accessory office uses necessary to monitor and manage sustained operations at the data center.

(b) Telecommunications Center. An office facility that is responsible for transmission, receipt, acceptance, processing, and distribution of incoming and outgoing communications.

(8) Nonconformities. During the duration of the temporary moratorium, existing telecommunications centers greater than 10,000 square feet in floor area shall be nonconforming uses in accordance with Sec. 28.191 and therefore may undergo structural repairs or structural alterations to the building or structure provided they do not exceed fifty percent (50%) of the total assessed value of the building or structure.

(9) Exceptions. The Temporary Moratorium established in this ordinance shall not apply in the following circumstances and the City may accept, process and, if appropriate, approve zoning certificates for the following type of work:

(a) Data centers or telecommunications centers that serve another principal use allowed on the zoning lot.

2. Table 28D-2 entitled “Mixed-Use and Commercial Districts” of Section 28.061 entitled “Mixed-Use and Commercial Districts Uses” of the Madison General Ordinances is amended by amending therein the following:

“Table 28D-2.

Mixed-Use and Commercial Districts									
	LMX	NMX	TSS	MXC	CC-T	CC	RMX	THV	Supplemental Regulations Sec 28.151
Retail Sales and Services									
Sporting goods store, bait shop	P	P	P	P	P	P	P		
Telecommunications center					P	P			I-Y
Tobacco retailer		P	P	P	P	P	P		Y”

3. Table 28F-1 entitled “Employment Districts” of Section 28.082 entitled “Employment District Uses” of the Madison General Ordinances is amended by amending therein the following:

“Table 28F-1.

Employment Districts							
	TE	SE	SEC	EC	IL	IG	Supplemental Regulations Sec 28.151
Limited Production, Processing and Storage							
Storage facility, personal indoor storage					C	C	Y
Telecommunications center	C	C	P	P	P	P	Y
Warehousing and storage	C	C			P	P”	

4. Section 28.151 entitled “Applicability” of the Madison General Ordinances is amended by creating therein the following:

“Telecommunications Center. Shall comply with Sec. 28.140, MGO.”

EDITOR'S NOTE:
Title:
Creating Section 28.140 to establish a temporary ~~Temporary~~ moratorium on the consideration and/or issuance of zoning certificates for data centers and telecommunications centers pending enactment of a zoning ordinance to address these uses and protect the public health, safety and welfare of City of Madison residents and amending 28.061, 28.082, and 28.151 to accommodate the temporary moratorium.

PLANNING DIVISION STAFF REPORT

January 12, 2026

PREPARED FOR THE PLAN COMMISSION

Proposal: **Zoning Text Amendment**

Legistar File ID #: 91135 (Moratorium on Zoning Certificates for Data Centers & Telecommunications Centers)

Prepared By: Zoning and Planning Staff

Background and Purpose

This proposed ordinance creates a temporary moratorium, for up to 12 months, on the issuance of zoning certificates for data centers and telecommunications centers with a floor area greater than 10,000 sq.ft. as a principal and primary use. This is achieved both by issuing a moratorium on the issuance of zoning certificates (zoning approvals) for these uses, as well as by adding a supplemental regulation to the zoning code where telecommunications centers are currently an allowed use to reference the moratorium language.

A moratorium is a planning tool that will give the City time to set responsible rules for a new land use category. While our community and economy can benefit from data storage, research studies and experience from other communities show that certain large-scale data centers may pose a significant strain on energy and water use, emergency services, traffic, noise, air quality and urban development challenges that require planning and consideration. Without a zoning regulation that reflects current best practices to responsibly manage this use, the construction of new data centers may impact the implementation of the City's long-range land use plans, affect property values, or be detrimental to the public health, safety and general welfare. A moratorium is necessary to research and establish well-informed, consistent zoning and/or other local regulatory standards to be applied to data centers and telecommunications centers.

The moratorium will allow the City of Madison agencies, including the Office of the City Attorney ("OCA") and the Department of Planning and Economic Development ("DPCED"), to research best practices and safeguards, including creating a permanent definition of data centers and/or creating or updating other use types if needed; identifying the specific planning and development considerations relevant to our community for the responsible operation of data centers in the future; and proposing potential zoning or other local ordinance standards for the operation of these uses within the city. It is anticipated that this will involve consultation with other municipalities, experts and stakeholders; include a review of relevant available studies and research pertaining to effective municipal regulation of data centers; and provide opportunities for public participation. Additionally, a 12-month moratorium will allow the City of Madison to gain insights from the newly created Dane County Advisory Committee on Data Centers for regional coordination.

Scope of Moratorium

Moratorium on New Data Centers or Telecommunications Centers

This ordinance pertains to zoning certificates for new data centers or telecommunications centers of greater than 10,000 sq.ft. in floor area within the City of Madison. Currently, Madison's zoning code (Madison General Ordinance, Chapter 28) does not include a definition or specific standards for 'data centers' as a use category. In MGO 28.211, the 'telecommunications centers' use has historically encompassed this type of business but is outdated given the evolving nature and range of data centers across the US and in Wisconsin.

For the purposes of this temporary moratorium, data centers are defined as "a facility whose primary and principal use is for the storage, management, processing, and transmission of digital data, which houses computer or network equipment, systems, servers, appliances and other associated components related to digital data operations. The facility may also include air handlers, power generators, water cooling and storage facilities, utility substations, and other associated utility infrastructure to support sustained operations at the data center. Data centers may also contain accessory office uses necessary to monitor and manage sustained operations at the data center." (MGO 28.140) For the purposes of this moratorium, telecommunications centers are defined as they currently are in the zoning code, as "an office facility that is responsible for transmission, receipt, acceptance, processing, and distribution of incoming and outgoing communications." (28.140 and 28.211)

This moratorium does not apply to data centers or telecommunications centers that serve another principal or primary use allowed on the zoning lot.

How the Moratorium will be Administered

All new uses are required to receive a zoning certificate (zoning approval) before they can occupy land, a tenant space, or an entire building. The effect of this moratorium is that no zoning certificates can be granted for new principal use data centers or telecommunications centers over 10,000 sq.ft. in floor area. Because zoning approval is required before a building permit may be issued for any new use of a building or tenant space, the moratorium will also mean that no building permits or certificates of occupancy will be issued for new principal use data centers or telecommunications centers if they are over 10,000 sq.ft. in floor area. The floor area measurement includes only the space occupied by the data center or telecommunications center principal use. It does not include other tenant spaces in a building that are separate principal uses.

The zoning code establishes a series of zoning districts and identifies allowable land uses and development standards for development within each district. Each district includes a list of permitted uses and conditional uses allowed within the zoning district. Permitted uses are reviewed by City staff and zoning certificates are issued for applications meeting the ordinance requirements. Conditional uses additionally require review and approval by the Plan Commission before a zoning certificate can be issued.

In the zoning districts where telecommunications centers are currently allowable, the use is often a permitted use and any such application for the use would be reviewed and approved at a staff level. These districts include the Commercial Corridor-Transitional (CC-T), Commercial Center (CC), Suburban Employment Center (SEC), Employment Campus (EC), Industrial-Limited (IL), and Industrial-General (IG) districts. The use is also allowed as a conditional use, requiring Plan Commission approval, in the Traditional Employment (TE) and Suburban Employment (SE) districts.

In some instances, development proposals, including some permitted uses that will ultimately be reviewed at a staff level, include requests to rezone property from one zoning district to another. The moratorium will not prohibit the rezoning of property, including to a zoning district that may currently allow a telecommunications center. However, following any potential approved rezoning, as long as the moratorium is in effect, zoning certificates will not be issued for new data centers or telecommunications centers over 10,000 sq.ft. in floor area in these zoning districts.

It is possible that zoning certificates were issued for telecommunications centers under prior iterations of the City's zoning code, which may have handled the use differently than the current ordinance, or properties may

have been located in different zoning districts at the time a use was established, thus creating lawful nonconforming uses that may be operating today.

Maintenance of Existing Facilities

During the duration of the temporary moratorium, legally existing telecommunications centers will be lawful nonconforming uses in accordance with MGO Sec. 28.191. As such, these facilities may continue to operate in accordance with previous approvals as long as they are not discontinued for a period of 12 months or more. Additionally, these facilities may undergo structural repairs or structural alterations to the building or structure provided such repairs/alterations do not exceed 50% of the total assessed value of the building or structure.

This moratorium does not impact data centers or telecommunications centers that serve another principal or primary use on a zoning lot, unless such facilities are expanded or altered in such a way that would cause them to become a separate principal or primary use. Expansions or alterations that would cause these facilities to be considered a principal or primary use in excess of 10,000 sq.ft. shall not be permitted.

Duration

This moratorium shall be in effect for 12 months following the effective date of the temporary moratorium ordinance or until an amendment to Chapter 28 related to data centers and/or telecommunications centers is adopted and takes effect, whichever is earlier. The moratorium will apply to new applications for data center or telecommunications center principal uses received after the effective date of the ordinance amendment.

Violations

As mentioned above, ordinary maintenance and repairs of existing establishments are allowed, as long as the repairs do not increase the assessed value of the building or structure by more than 50%.

Violations of this temporary moratorium are violations of the City's zoning code and will be enforced by the Building Inspection Division and Office of the City Attorney through Municipal Court.

Non-Zoning Approvals, Benefits and Impacts

While zoning approvals are a prerequisite to the establishment of a business and securing other types of permits, licenses, or other approvals by the City, this temporary moratorium only impacts the issuance of zoning certificates.

It is the intention of the City to amend Chapter 28 to create appropriate land use and zoning standards for data center uses. It is anticipated that in its efforts to develop such standards, the City will identify information and receive feedback that relates to the benefits of or impacts resulting from data centers that do not pertain directly to land use or to standards that are permissible to regulate in the zoning code. Where these issues address the City's long-term objectives, are not covered by other applicable City or State laws or policies and relate to other permissible municipal regulatory authorities in Wisconsin, other complementary local ordinances may also be recommended for consideration.

Background on Current Data Centers in the City

The City does not keep a list of land use approvals going back in time, so learning of existing data centers can only be sourced from institutional staff knowledge or other information that can be discovered from public searchable data. In an initial, high-level review of possible data centers that currently exist within the City,

staff found two that would likely meet the new definition of data center under the moratorium and would not be able to be newly established under the temporary moratorium if over 10,000 sq.ft. in floor area.

Address	Name	Zoning District	Approximate Floor Area
4916 E. Broadway	Dane County Data Exchange 1	Industrial Limited (IL)	75,000 sq. ft.
315 W. Mifflin	AT&T Building	Urban Mixed-Use (UMX)	unknown

The City is aware of some additional businesses that may be operating data center functions either below this threshold, in such a way that does not meet the new data center definition, or as part of another principal land use. Additional research into the range of existing data centers will be conducted during the moratorium in support of forthcoming ordinance proposals.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91268

File ID:	91268	**File Type:**	Petition	**Status:**	Introduced to Common Council
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	12/17/2025
File Name:	Watts Road attachment			**Final Action:**	

Title: Petition received in the Madison City Clerk's Office December 17, 2025 regarding attachment from the Town of Middleton to the City of Madison.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 18.

Sponsors:

Effective Date:

Attachments: Attachment Petition-Watts Road.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: echristianson@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				
	Action Text:	This Petition was Referred for Introduction					
	Notes:	Common Council to accept (1/27/26)					

Text of Legislative File 91268

Title

Petition received in the Madison City Clerk's Office December 17, 2025 regarding attachment from the Town of Middleton to the City of Madison.

PETITION FOR INTERMEDIATE ATTACHMENT

The Undersigned are authorized representatives of the owner of territory in the Town of Middleton legally described on Exhibit A and shown on the scale map on Exhibit B. The undersigned does hereby petition to attach this property to the City of Madison and detach it from the Town of Middleton, Dane County, Wisconsin. This petition for Intermediate Attachment is executed pursuant to the provisions in Section 12.01 of the "Final City of Madison and Town of Middleton Cooperative Plan" dated September 29, 2003.

The territory to be attached is right of way for Watts Road. The population of the territory to be attached is zero (0) and the number of electors residing in the territory is zero (0). There are zero (0) dwelling units in the territory.

The Tax Key Number for the territory to be attached is 038/0708-283-8617-0.

Dated: December 17, 2025.

Mayor Satya Rhodes-Conway
City of Madison, Wisconsin

Dated: December 17th, 2025.

Lydia A. McComas, Clerk
City of Madison, Wisconsin

The execution of this attachment petition is authorized by Resolution 25-00597, File ID # 90653, enacted by the Common Council of the City of Madison on November 25, 2025.

EXHIBIT A

LEGAL DESCRIPTION OF TERRITORY TO BE ATTACHED TO THE CITY OF MADISON

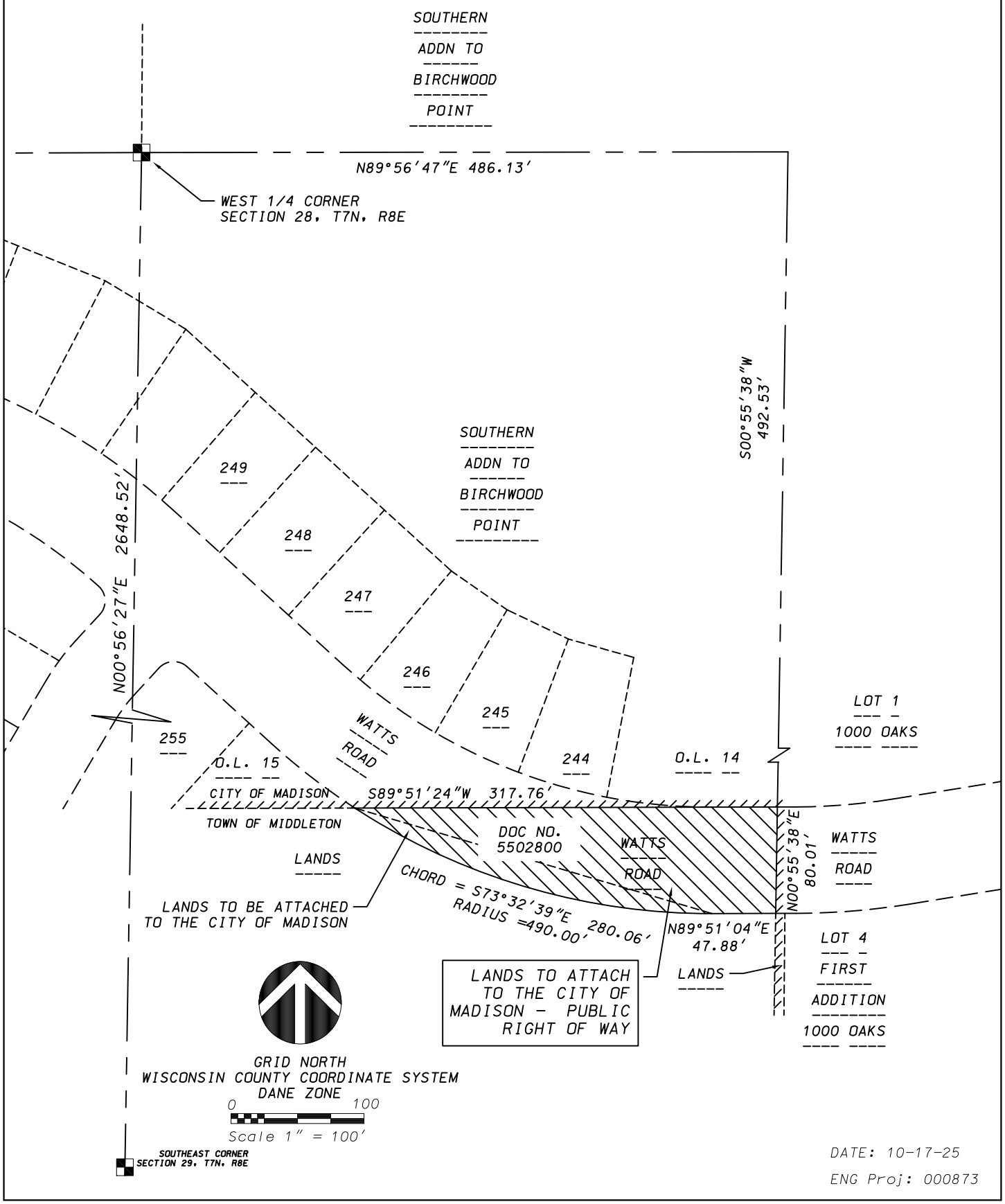
Being located in the NW1/4 of the SW1/4 of Section 28, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows:

Commencing at the Southeast Corner of said Section 28; thence N 00°56’27 E, 2648.52 feet to the West 1/4 corner of said Section 28; thence N89°56'47"E, 486.13 feet along the South line of Lot 10, Silicon Prairie Business Park to the Northwest corner of Lot 1, 1000 Oaks; thence S00°55'38"W, 492.53 feet along the West line of and to the Southwest corner of said Lot 1, also being the Southeast corner of Outlot 14, Southern Addition to Birchwood Point, and said point also being on the North right-of-way line of Watts Road and the Point of Beginning; thence S89°51'24"W, 317.76 feet along a southern line of said Southern Addition to Birchwood Point; thence Southeasterly along a curve to the left which has a radius of 490.00 feet and a chord which bears S73°32'39"E, 280.06 feet; thence N89°51'04"E, 47.88 feet; thence N00°55'38"E, 80.01 feet to the Point of Beginning.

Said described area contains 18,457 square feet (0.424 acres).

ATTACHMENT MAP – EXHIBIT "B"

PART OF THE NW1/4 OF THE SW1/4 OF SECTION 28, T7N, R8E, TOWN OF MIDDLETON, DANE COUNTY, WISCONSIN



DATE: 10-17-25

ENG Proj: 000873

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91269

File ID:	91269	**File Type:**	Petition	**Status:**	Introduced to Common Council
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	12/17/2025
File Name:	May-Moore/Sugar Maple Ln Attachment			**Final Action:**	

Title: Petition received in the Madison City Clerk's Office December 17, 2025 regarding attachment from the Town of Middleton to the City of Madison.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 19.

Sponsors:

Effective Date:

Attachments: Attachment Petition.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: echristianson@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This Petition was Referred for Introduction

Notes: Common Council to accept (1/27/26)

Text of Legislative File 91269

Title

Petition received in the Madison City Clerk's Office December 17, 2025 regarding attachment from the Town of Middleton to the City of Madison.

PETITION FOR ATTACHMENT

To: Clerk, City of Madison
210 Martin Luther King Jr. Blvd., Rm. 105
Madison, WI 53703

Clerk, Town of Middleton
7555 W. Old Sauk Rd.
Verona, WI 53593

The undersigned do hereby petition the Common Council of the City of Madison, a municipal corporation located in Dane County, Wisconsin, for attachment by unanimous consent pursuant to Wis. Stat. Section 66.0307 as follows:

1. The undersigned are all of the owners of all of the real property described in the attached Exhibit I.

2. The undersigned hereby petition and request the territory described in the attached Exhibit I to be directly attached from the Town of Middleton, located in Dane County, Wisconsin, to the City of Madison.

3. A scale map of the property to be attached, marked Exhibit II, showing the boundaries of such territory and the relation of the territory to the municipality to which attachment is requested, is attached hereto and incorporated by reference in this petition.

4. The tax parcels affected by this attachment are shown on the attached Exhibit III.

5. The area of the property to be attached is 33,268 square feet; 0.764 acres; 0.00119 square miles.

6. The current population of the territory to be attached is 0.

7. There is currently 0 dwelling units located on the property to be attached.

8. The undersigned state and affirm their unanimous approval of the proposed attachment. Signatures on following sheets 2 and 3.

Ronald J. May

Catherine L. May

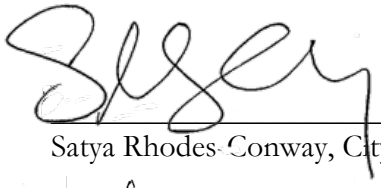
State of Wisconsin)
County of Dane) ss

Personally came before me this 5TH day of NOVEMBER, 2025, the above named persons to me known to be the persons who executed the foregoing instrument and acknowledged the same.

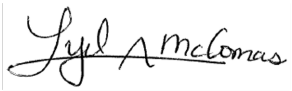
My commission expires: 4/27/28

Notary Public, Dane County, Wisconsin

NOTARY PUBLIC
DANIEL N. DAY
STATE OF WISCONSIN



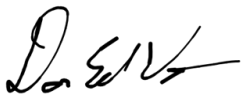
Satya Rhodes-Conway, City of Madison Mayor



Lydia A. McComas, City of Madison Clerk

Authentication

The signatures of Satya Rhodes-Conway, as the Mayor and Lydia A. McComas, as Clerk, on behalf of the City of Madison, are authenticated on this 17th day of December, 2025.



Name: Doran Viste, Assistant City Attorney

Title: Member, State Bar of Wisconsin

Authorization to sign this petition was approved by the City of Madison Common Council by Resolution RES-25-00597, File ID 90653, adopted on November 25, 2025.

EXHIBIT I

LEGAL DESCRIPTION OF LAND TO BE ATTACHED TO THE CITY OF MADISON

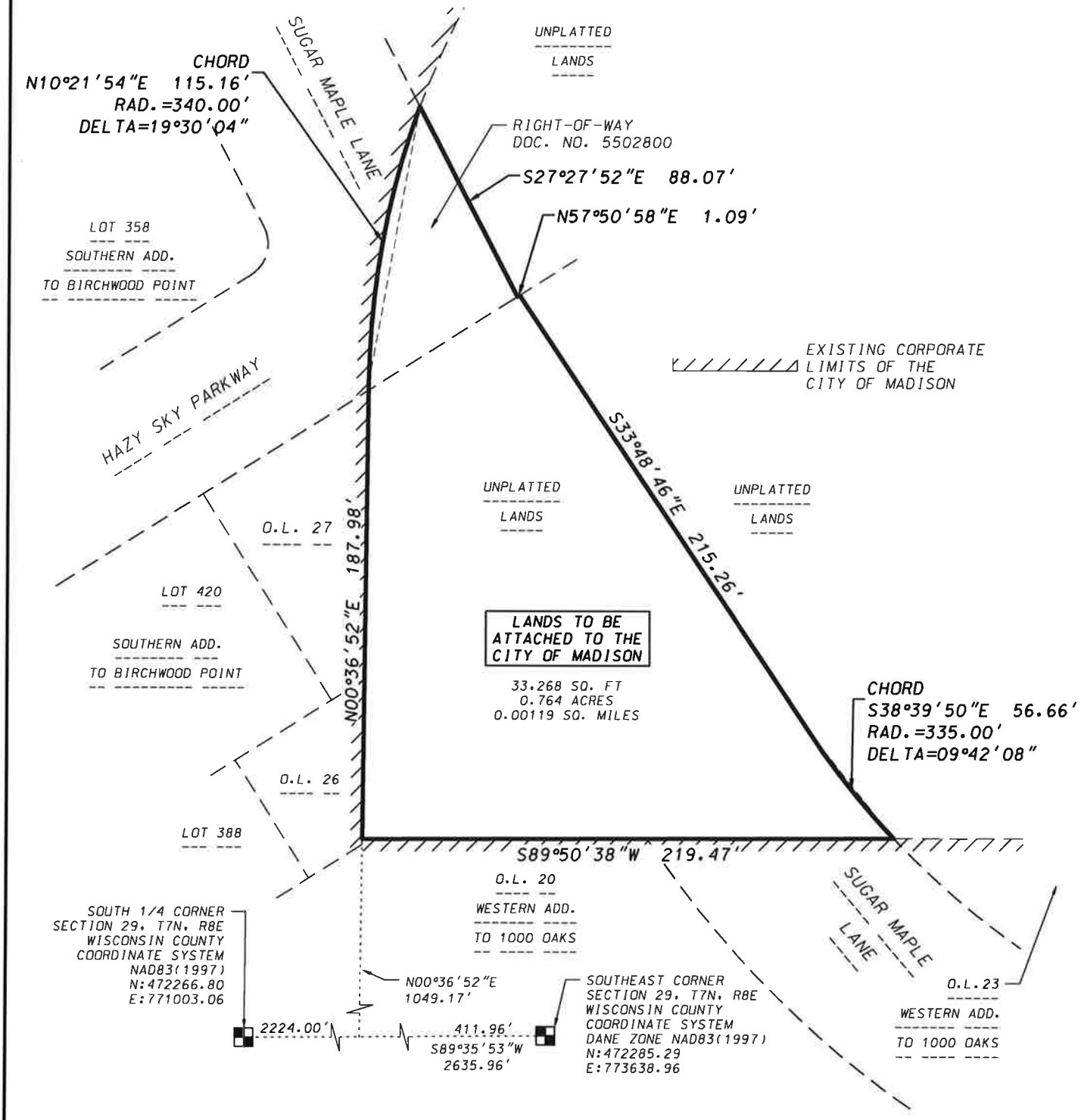
LEGAL DESCRIPTION

A parcel of land located in the SE1/4 of the SE1/4 and the NE1/4 of the SE1/4 of Section 29, T7N, R8E, Town of Middleton, Dane County, Wisconsin to-wit:
Commencing at the Southeast corner of said Section 29; thence S89°35'53"W, 411.96 feet along the South line of said SE1/4; thence N00°36'52"E, 1049.17 feet to the existing corporate limits of the City of Madison and Northwest corner of Outlot 20, Western Addition to 1000 Oaks being the point of beginning; thence N00°36'52"E, 187.98 feet along the East lines of Outlot 26 and 27, Southern Addition to Birchwood Point and said corporate limits to a point of curve; thence along said existing corporate limits Northeasterly along a curve to the right which has a radius of 340.00 feet and a chord which bears N10°21'54"E, 115.16 feet; thence S27°27'52"E, 88.07 feet; thence N57°50'58"E, 1.09 feet; thence S33°48'46"E, 215.26 feet to a point of curve; thence Southeasterly along a curve to the left which has a radius of 335.00 feet and a chord which bears S38°39'50"E, 56.66 feet to a point on and said corporate, the existing North right-of-way line of Sugar Maple Lane and the Northwest corner of Outlot 23, Western Addition to 1000 Oaks; thence S89°50'38"W, 219.47 feet along said corporate limits, said existing North right-of-way line and the North line of Outlot 20, Western Addition to 1000 Oaks to the point of beginning.

The area of the attachment being 33,268 sq. ft, 0.764 acres, 0.00119 sq. miles.

EXHIBIT II

SCALE MAP OF LANDS TO BE ATTACHED TO THE CITY OF MADISON



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

0 60'

Scale 1" = 60'

GRID NORTH
WISCONSIN COUNTY
COORDINATE SYSTEM
DANE ZONE NAD83(1997)
THE SOUTH LINE OF THE
SE1/4 OF SECTION 29, T7N, R8E
BEARS S89°35'53"W

DATE: 10-13-25

F.N.: 25-07-103

EXHIBIT III

TAX PARCEL NUMBERS OF LANDS TO BE ATTACHED TO THE CITY OF MADISON

Parcel Number: A portion of 038/0708-283-8681-0 and 038/0708-294-9523-0

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91116

File ID:	91116	**File Type:**	Appointment	**Status:**	Unfinished Business
Version:	1	**Reference:**		**Controlling Body:**	Mayor's Office
				File Created Date :	12/03/2025
File Name:	1-13-2026 Resident committee appointments			**Final Action:**	

Title: Report of the Mayor submitting resident committee appointments (introduction 12-9-2025; action 1-13-2026).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	20.
Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Satya Rhodes-Conway	**Hearing Date:**	
Entered by:	ldcosta@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	12/03/2025	Referred for Introduction				
	Action Text:	This Appointment was Referred for Introduction					
	Notes:	Confirm 1/13/26					
1	COMMON COUNCIL	12/09/2025	Refer to a future Meeting to Confirm	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to a future Meeting to Confirm to the COMMON COUNCIL. The motion passed by voice vote/other.					
	Notes:	Confirm 1/13/26					

Text of Legislative File 91116

Title

Report of the Mayor submitting resident committee appointments (introduction 12-9-2025;

action 1-13-2026).

Body
I hereby submit, for your consideration and approval, the following resident committee appointments.

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

MATT PHAIR (20th A.D.) - appoint to the remainder of a two-year term position of Low/Moderate Income Census Tract Representative. Matt Phair currently holds the Second Alternate position and has served since 8-1-2023.
TERM EXPIRES: 10-1-2026

MEGHAN E. ROED (10th A.D.) - appoint to the remainder of a two-year term position of Low/Moderate Income Census Tract Representative. Megahan Roed is an attorney with OneEnergy Renewables. Previous work experience includes WHEDA and representing affordable housing developers. She served on the board of Housing Initiatives, Inc. and volunteers with Legal Action of Wisconsin.
TERM EXPIRES: 10-1-2027

MEGAN N. MILLER (15th A.D.) - appoint to a two-year term to the position of Resident Member. Megan Miller currently holds the First Alternate position and has served since 12-6-2022.
TERM EXPIRES: 10-1-2026

MADISON DEVELOPMENT CORPORATION BOARD OF DIRECTORS

JOSEPH M. CARPENTER (13th A.D.) - appoint to the remainder of a three-year term to the position of Business/Financial Representative succeeding Rich Arnesen. Joseph Carpenter is the chief financial officer of Wisconsin Housing Preservation, Corp.
TERM EXPIRES: 6-4-2028

Respectfully submitted,

Satya Rhodes-Conway
Mayor

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91432

File ID:	91432	**File Type:**	Appointment	**Status:**	Mayoral Business
Version:	1	**Reference:**		**Controlling Body:**	Mayor's Office
				File Created Date :	01/06/2026
File Name:	1-27-2026 Resident committee appointments			**Final Action:**	

Title: Report of the Mayor submitting resident committee appointments (introduction 1-13-2026; action 1-27-2026).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 21.

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author: Satya Rhodes-Conway

Hearing Date:

Entered by: ldcosta@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	01/06/2026	Referred for Introduction				

Action Text: This Appointment was Referred for Introduction
Notes: Confirm 1/27/26

Text of Legislative File 91432

Title

Report of the Mayor submitting resident committee appointments (introduction 1-13-2026; action 1-27-2026).

Body

I hereby submit, for your consideration and approval, the following resident committee appointments.

***2/3 vote required for confirmation of non-city residents.**
Pursuant to Sec. 3.30(2) of the Madison General Ordinances, "...provision shall not apply to a member of or candidate for appointment to a City of Madison board, committee or commission where, in the judgement of the mayor and two-thirds (2/3) of the Common Council, the best interests of the city will be served by the appointment of a non-resident member who is particularly well qualified by reasons of education, background, and experience with Madison business concerns or other Madison-based employers and the Mayor specifies fully to the Common Council the reasons why he or she is recommending such appointment."

COMMUNITY RESOURCES COMMITTEE

LAURA J. DRESSER (6th A.D.) - appoint to the position of Workforce Development/Employment-Related Services Representative. Laura Dresser is a clinical associate professor teacher/researcher at the University of Wisconsin-Madison Rosenbaum School of Social Work and the associate director of High Road Strategy Center (former Center on Wisconsin Strategy).
TERM EXPIRES: 4-18-2028

BECCA A. COLLINS (18th A.D.) - appoint to the position of Workforce Development/Employment-Related Services Representative. Becca Collins is the programs director of the Workforce Development Board of South Central Wisconsin.
TERM EXPIRES: 4-20-2027

Correction - updating position and term
ROBIN SERENO (3rd A.D.) - appoint to the position of Social Service Needs Representative. This a correction to a previous appointment report which erroneously indicated that Robin Sereno was being appointed to the position of Workforce Development/Employment-Related Services Representative. Robin Sereno is the director of day treatment services at Family Service Madison and previously served on the boards of the Homeless Services Consortium and Wisconsin Housing First.
TERM EXPIRES: 4-20-2027

AD HOC MADISON LAKEWAY PUBLIC ART SELECTION COMMITTEE

BETHANY M. JUREWICZ (15th A.D.) - appoint to the position or Current/Recent Madison Arts Commission Member. Bethany Jurewicz is a recent member of the Madison Arts Commission, having served from 10/2018 to 10/2025. She is the director of business operations at Garver Events.

*FAISAL ABDU'ALLAH, Shorewood Hills - appoint to the position of Board of Park Commission Member/President Designee.

Rationale: Faisal Abdu'Allah an artist who has had several showings, including at the Tate Modern, Studio Museum Harlem and The Royal Academy. He is the Chazen Family Distinguished Chair in Art and Creative Arts Community Faculty Director at UW-Madison. He is also a professor at the University of Wisconsin. He previously served on the Madison Arts Commission.

Currently serving on: State Street Campus Garage/Hawthorne Court Public Art Ad Hoc

Committee

BRENDA L. BAKER (13 A.D.) - appoint to the position of Madison LakeWay Partners Representative. Brenda Baker is a practicing artist and the co-CEO of the Madison Children's Museum. She is currently serving as chair of the Madison LakeWay Partners board.

KYLA H. S. BEARD (6th A.D.) - appoint to the position of Madison LakeWay Partners Representative. Kyla Beard is an enrolled Ho-Chunk Tribal Member. She is a founding member of the Teejop Community History Project. She works as a cage manager at Ho-Chunk Gaming Madison. She currently serves on the board of Mundo Esperanza.

TONI SIKES (4th A.D.) - appoint to the position of Public Artist/Public Art Professional. Toni Sikes is the founder and CEO of CODAworx - a leader in commissioned art. She is a public art professional involved in assisting artists in making a living through their art.

CHARLOTTE A. CUMMINS (20th A.D.) - appoint to the position of Public Artist/Public Art Professional. Charlotte Cummins is an artist/art educator. She spent 12 years with the Madison Metropolitan School District. She is currently the director of community partnerships with the Madison Children’s Museum.

MONONA TERRACE BOOKING EVENT ASSISTANCE ADVISORY COMMITTEE

JASON E. SALUS (18th A.D.) - appoint to the position of Madison Area Hotel & Lodging Association succeeding Tom Ziarnik. Jason Salus is the general manager of the Best Western Park Hotel on the Capitol Square.
TERM EXPIRES: OPEN-ENDED

SISTER CITY COLLABORATION COMMITTEE
Per MGO 33.33(3) - “Because resident participation of the Sister City Collaboration Committee goes beyond the boundaries of the City, up to twenty-five percent (25%) of appointees to the committee may be non-residents of Madison without the need for a two-thirds (2/3) vote of the Council for confirmation.”

ALIEU JALLOW, Sun Prairie - appoint to the remainder of a three-year term to the position of Sister City Representative succeeding Lamin Drammeh. Alieu Jallow serves as vice-president of the Madison-Kanifing Sister City Committee.
TERM EXPIRES: 2-1-2028

Respectfully submitted,

Satya Rhodes-Conway
Mayor

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89016

File ID:	89016	**File Type:**	Report	**Status:**	Presidential Business
Version:	1	**Reference:**		**Controlling Body:**	Council Office
				File Created Date :	07/08/2025
File Name:	Confirming the Madison Common Council meeting formats through June 23, 2026			**Final Action:**	

Title: Confirming the Madison Common Council meeting formats through June 23, 2026:
1/27/26 - Hybrid (Virtual & CCB 201)
2/10/26 - Hybrid (Virtual & CCB 201)
2/24/26 - Hybrid (Virtual & CCB 201)
3/10/26 - Hybrid (Virtual & CCB 201)
3/24/26 - Hybrid (Virtual & CCB 201)
4/21/26:
12:00 meeting - Hybrid (Virtual & CCB 201)
6:30 meeting - Hybrid (Virtual & **MMB 215)**
5/5/26 - Hybrid (Virtual & CCB 201)
5/19/26 - Hybrid (Virtual & CCB 201)
6/9/26 - Hybrid (Virtual & CCB 201)
6/23/26 - Hybrid (Virtual & CCB 201)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	22.
Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	lwindsor-engnell@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

1	Council Office	07/08/2025	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Action Text: This Report was RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Text of Legislative File 89016

Title

Confirming the Madison Common Council meeting formats through June 23, 2026:
1/27/26 - Hybrid (Virtual & CCB 201)
2/10/26 - Hybrid (Virtual & CCB 201)
2/24/26 - Hybrid (Virtual & CCB 201)
3/10/26 - Hybrid (Virtual & CCB 201)
3/24/26 - Hybrid (Virtual & CCB 201)
4/21/26:
12:00 meeting - Hybrid (Virtual & CCB 201)
6:30 meeting - Hybrid (Virtual & **MMB 215)**
5/5/26 - Hybrid (Virtual & CCB 201)
5/19/26 - Hybrid (Virtual & CCB 201)
6/9/26 - Hybrid (Virtual & CCB 201)
6/23/26 - Hybrid (Virtual & CCB 201)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89502

File ID:	89502	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	08/11/2025
File Name:				**Final Action:**	

Title: Operator License Application
Timothy Consigny - Establishment where employed: LJ'S Sports Tavern & Grill

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 23.

Sponsors:

Effective Date:

Attachments: LICOPR-2025-00578 App for ALRC redacted.pdf, ALRC TC_Redacted.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	08/20/2025	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		12/17/2025	Pass
	Action Text:	A motion was made by Verveer, seconded by Carter, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
		Appearance by Timothy Consigny					
1	ALCOHOL LICENSE REVIEW COMMITTEE	09/17/2025	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		12/17/2025	Pass

Action Text: A motion was made by Verveer, seconded by Figueroa Cole, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	10/15/2025	Refer	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	11/19/2025	Refer	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	Pass

Action Text: A motion was made by Verveer, seconded by Klemons, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -REPORT OF OFFICER			Pass

Action Text: A motion was made by Westra, seconded by Klemons, to RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 89502

Title

Operator License Application

Timothy Consigny - Establishment where employed: LJ'S Sports Tavern & Grill

Operator Application for Licenses to expire

For individuals selling or serving alcohol, pursuant to Madison General Ordinance 38.05. **Fees are not refundable.**

Two-Year Operator License Fee $80.00

Office use:	LICOPR-2025-00578	BST Date 03/06/2025

Filling out your application

- An Operator License is a privilege, not a right. **Any false answers or omissions may result in the denial of your application.**
- This application must be filled out acurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident it is recommended that you disclose the informaton.
- If you are unsure about how to respond to any questions on this form, check with the City Clerk for clarification.
- Your application will not be processed until you deal with outstanding warrants.
- You can obtain information regarding your arrest and conviction record from the police department, the court with which your interacted, or the Wisconsin Circuit Court Access website at www.wcca.wicourts.gov/indes.xsl (CCAP *may not provide a comprehensive list of ALL arrests and convictions*).

Review of your application

- The Madison Police Department will perform a background check to verify that the information you have provided is complete and accurate.
- If there are concerns about your arrest and /or conviction record as it relates to your application, or if it appears that you falsified or omitted information from your application, you may be called to appear before the Alcohol License Review Committee.
- If you are asked to appear but choose not to do so, your application may be denied.
- *Meetings of the Alcohol License Review Committee are open to the public and televised.*

First Name	M. I.	Last Name
Timothy		Consigny

Residence: Street Address	City	State	Zip
[redacted]	Madison	WI	53704

Phone	Date of Birth	Birth Place (City, State)	Sex
[redacted]	[redacted]	Madison	Male

Driver's License Number (State & Number)	Place of employment and phone#	Email Address
[redacted]	LJ's Sports Tavern & Grill	[redacted]

Other names, aliases or birthdates ever used:

Cities and States lived in since age 18, including where you now reside:		From:	To:
Madison	Wisconsin	10/25/1998	03/07/2025

Arrest and Conviction Record

Since your 17th birthday, have you been convicted of a felony or misdemeanor? (Including criminal traffic offenseses?)	☐ Yes	☑ No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	☐ Yes	☑ No
Have you ever been convicted by a military court-martial?	☐ Yes	☑ No
Have you ever been convicted of disorderly conduct that involved violence against another person?	☐ Yes	☑ No

List Any Pending Citations, Tickets, or Criminal Charges

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

List All Citations, Tickets, Municipal/Ordinance Violations and Criminal Convictions (Excluding Parking Tickets). Attach additional paper if necessary.

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

Application must be notarized.

The undersigned affirms that he/she made complete and true answers to each question and understands tht his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

Subscribed and sworn before me
this_____day of _____, 20____ _____
Applicant's Signature

_____
Notary Public

My Commission expires_____

To be filled out by the Madison Police Department

☐ Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau or with the Madison Police Department

☐ Files indicate that subject has the attached Criminal Arrest Record

_____ _____
Madison Police Department Authorized Signature Date

From: [redacted]
To: licensing
Subject: For Jennifer
Date: Wednesday, July 16, 2025 8:16:52 AM

[You don't often get email from [redacted] Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Caution: This email was sent from an external source. Avoid unknown links and attachments.

To whom it may concern,
I applied for a bartending license about four weeks ago. I wasn't sure if I should put pending charges on my report, but I have taken a plea deal on a second OWI that was back in February. I am looking to meet with someone/ get this resolved as soon as possible. My sentencing for the plea deal is set for August 4th, 2025. Thank you again.
Timothy Consigny
Sent from my iPhone

Timothy Consigny : [redacted]

Guideline(s) 3(d)(f), 4(b), 5

State	Date	Description	Pending	Conviction	Fel/Misd/Ord
WI	10/30/2020	Possess Open Intoxicants in MV-Driver Dane County 20TR10662 WI State Patrol		12/07/2020	Forf U
WI	08/20/2021	OWI 1st Madison Police Department		11/21/2021	Ord
WI	06/29/2024	Vehicle Owners Liability for FSA- Hit and Run Madison PD		12/11/2024	Ord
WI	02/02/2025	OWI 2nd Madison PD		08/04/2025	Misd U

Completed by: [redacted] **Date Completed:** 08/07/2025

_____ Submit to Council

_____ Additional Info Required/ Resubmit application

✓ Submit to ALRC

_____ Other Action: _____

Captain Initials: [redacted] Date: 08/12/25

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90940

File ID:	90940	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/18/2025
File Name:				**Final Action:**	

Title: Operator License Application
Alexander Grahn - Establishment where employed: Oakcrest Tavern

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 24.

Sponsors:

Effective Date:

Attachments: LICOPR-2025-00839 App_Redacted.pdf, alrc ag_Redacted.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	11/26/2025	Return to Lead with the Recommendation for Approval	ALCOHOL LICENSE REVIEW COMMITTEE		12/17/2025	Pass

Action Text: A motion was made by Westra, seconded by Barushok, to Return to Lead with the Recommendation for Approval to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

Appearance by Alexander Grahn

1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER	Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 90940

Title

Operator License Application

Alexander Grahn - Establishment where employed: Oakcrest Tavern

Operator Application for Licenses to expire

For individuals selling or serving alcohol, pursuant to Madison General Ordinance 38.05. **Fees are not refundable.**

Second-Year Operator License Fee $45.00

Office use:	LICOPR-2025-00839	BST Date 08/25/2025

Filling out your application

- An Operator License is a privilege, not a right. **Any false answers or omissions may result in the denial of your application.**
- This application must be filled out acurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident it is recommended that you disclose the informaton.
- If you are unsure about how to respond to any questions on this form, check with the City Clerk for clarification.
- Your application will not be processed until you deal with outstanding warrants.
- You can obtain information regarding your arrest and conviction record from the police department, the court with which your interacted, or the Wisconsin Circuit Court Access website at

Review of your application

- The Madison Police Department will perform a background check to verify that the information you have provided is complete and accurate.
- If there are concerns about your arrest and /or conviction record as it relates to your application, or if it appears that you falsified or omitted information from your application, you may be called to appear before the Alcohol License Review Committee.
- If you are asked to appear but choose not to do so, your application may be denied.
- *Meetings of the Alcohol License Review Committee are open to the public and televised.*

First Name	M. I.	Last Name
Alexander	William	Grahn

Residence: Street Address	City	State	Zip
[redacted]	Madison	WI	53717

Phone	Date of Birth	Birth Place (City, State)	Sex
[redacted]	[redacted]	Madison Wisconsin	Male

Driver's License Number (State & Number)	Place of employment and phone#	Email Address
[redacted]	Oakcrest Tavern	[redacted]

Other names, aliases or birthdates ever used:

Cities and States lived in since age 18, including where you now reside:	From:	To:
Madison Wisconsin	11/24/2004	08/25/2025

Arrest and Conviction Record

Since your 17th birthday, have you been convicted of a felony or misdemeanor? (Including criminal traffic offenseses?)	☐ Yes	☑ No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	☐ Yes	☑ No
Have you ever been convicted by a military court-martial?	☐ Yes	☑ No
Have you ever been convicted of disorderly conduct that involved violence against another person?	☐ Yes	☑ No

List Any Pending Citations, Tickets, or Criminal Charges

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other	Did the incident occur in or around an establishment that serves alcohol?

List All Citations, Tickets, Municipal/Ordinance Violations and Criminal Convictions (Excluding Parking Tickets). Attach additional paper if necessary.

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other	Did the incident occur ir or around an establishment that serves alcohol?
2023	Madison WI	underage alcohol	Yes	No
2023	Madison WI	ID Not Theirs	No	No
2023	Madison WI	Posses/Consume off Licensed Premises	Yes	No

Application must be notarized.

The undersigned affirms that he/she made complete and true answers to each question and understands tht his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

Subscribed and sworn before me
this_____day of _____, 20____

_____
Applicant's Signature

_____
Notary Public

To be filled out by the Madison Police Department

☐ Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau or with the Madison Police Department

☐ Files indicate that subject has the attached Criminal Arrest Record

_____ _____
Madison Police Department Authorized Signature Date

Alexander Grahn : [redacted]

Guideline 2(5), 5

State	Date	Description	Pending	Conviction	Fel/Misd/Ord
WI	08/03/2023	Underage Possess/Consume Alcohol Underage Person Intentionally Cary ID not Theirs Resist or Obstruct Peace Officer Madison PD		04/30/2024	Ord

Completed by: [redacted] **Date Completed:** 10/14/2025

_____ Submit to Council

_____ Additional Info Required/ Resubmit application

_____ Submit to ALRC

_____ Other Action: _____

Captain Initials: CH Date: 10/14/25

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91042

File ID:	91042	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: 21+ Entertainment License
Center for Black Excellence and Culture Inc • dba Center for Black Excellence and Culture
Capacity (in/out): 735/0
671 W Badger Rd • Agent: Janine Stephens Hale
Class B Combination Liquor & Beer • 60% alcohol, 40% food
Police Sector 310 (District 14)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	25.
Sponsors:		**Effective Date:**	
Attachments:	LICENT-2025-01015 App_Redacted.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Glenn, seconded by Westra, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 91042

Title

21+ Entertainment License
Center for Black Excellence and Culture Inc • dba Center for Black Excellence and Culture
Capacity (in/out): 735/0
671 W Badger Rd • Agent: Janine Stephens Hale
Class B Combination Liquor & Beer • 60% alcohol, 40% food
Police Sector 310 (District 14)

Entertainment License

Permanent

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICENT- 2025-00788
(License number)

14 (Alder District #) 310 (Police Sector)

Office Use Only

~~Class A: ☐ Beer, ☐ Liquor, ☐ Cider~~

Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

Type of entertainment license: ☑ Entertainment License (21+) ☐ Visual & Performing Arts License (18+)

Licensed Premises Information

This application modifies existing alcohol license number (if applicable): LICLIB-2025-01014 (Class B license only)

Business dba Name: Center for Black Excellence and Culture, Inc.

Licensed Address: 671 W. Badger Rd

Premise Capacity: 135 lounge/361 large theatre / 239 small theatre (Indoor / Outdoor) Liquor/Beer Agent Name: Janine Stephens Hale

60 % Alcohol, 40 % Food, ____ % Other Alder, District #: McKinney, #1 Police Sector: South District

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Center for Black Excellence and Culture, Inc.

Business Mailing Address: PO Box 259042, Madison WI 53725

Business Contact Name, Position: Janine Stephens Hale, Chief Administrative Officer

Business Phone: 608-205-8378 Business Email: jshale@theblackcenter.org

Corporate Officers, Partners, or Sole Proprietor's information:

Name	Address	Title
Alexander Gee, Jr.	2827 Charleston Dr, Fitchburg WI 53711	President
Raymond Allen	26 Sumter Ct, Madison WI 5370[illegible]	Chairman
Frances Huntley Cooper	5801 Roanoke Drive, Fitchburg WI 53719	Secretary

Will entertainment or any amplified sound be outdoors? ☑ No ☐ Yes
If yes, contact Zoning (zoning@cityofmadison.com, 608-266-4551) for necessary approvals.

I certify that this information is true and correct to the best of my knowledge.

X Janine Stephens Hale
Signature

November 2, 2025
Date

☑ Orange sign and business card issued
☑ "License Renewals & Changes" brochure with next steps issued
Office Use Only

REV 09/2025

Entertainment and Security Information

Live entertainment includes (check all that apply): ☑ Live Music ☑ Disc Jockey ☐ Designated Dance Floor

Live entertainment does not include non-amplified or acoustic music performed by a single artist, or performances where an uncompensated patron sings along with a machine that plays pre-recorded music, commonly known as karaoke.

Type of live entertainment to be offered: Live music, DJ, Comedy Show, Performing Arts Performances

Number of security personnel and how they will be utilized: 2-3 depending on size of event to monitor even and and bar crowd control and serve as entry and exit control monitors.

Description of clothing to identify security personnel: Uniforms clearly marked as security

Plan to handle control and clearance of the parking lot during hours of operation and at closing time: We plan to have 2-4 volunteers monitor entry/exit points and walk the lot periodically.

How will the entrance line be managed and controlled: 2-4 volunteers and a security officer

Plan for unruly patrons, intoxicated patrons, and physical disturbances: Begin by issuing a warning via staff If the behavior continues we will have security escort them out with at least one staff member present. If they resist we will plan to contact law enforcement.

Underage drinking and fake ID plan: All patrons will be properly carded. ID's will be properly checked to ensure they are valid. If there is any question, staff will use the FEAR method to validate the indentification.

If underage drinking is suspected we would observe, assess prior to approaching or having them escorted out.

Plan to control and supervise patrons under twenty-one (21) years of age: All guests must check in at the entrance A valid ID will be required for wristband or stamp issuance. Under 21 will recieve a wristband while those over 21 will not recieve a wristband or stamp. We will post clear signage in visible areas and appoint a volunteer to monitor compliance.

How will orderly appearance and operation of the premises be maintained in regard to litter and noise: We will have volunteers designated for clearning up and monitoring noise levels.

Management Personnel

Name	Date of Birth	Name	Date of Birth
Janine Stephens Hale	[redacted]		
Jason Fields			

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91043

File ID:	91043	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	11/25/2025
File Name:				**Final Action:**	

Title: 21+ Entertainment License
Friends Applaud LLC • dba Friends Applaud
Capacity (in/out): 80/500
1602 Gilson St • Agent: Adam Benedetto
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 306 (District 13)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 26.

Sponsors:

Effective Date:

Attachments: LICENT-2025-01030 App_Redacted.pdf, Lee Comments.pdf, Alder Evers Comments.pdf, Kitchel Rothburd Zirngible Comments.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

The conditions are:
1. Alcohol sales shall cease by midnight, daily.
2. Entertainment shall cease by 11pm, daily.
3. The establishment shall abide by all Conditional Use Permit conditions.

Three registrations in opposition.

Notes: The conditions are:
1. Alcohol sales shall cease by midnight, daily.
2. Entertainment shall cease by 11pm, daily.
3. The establishment shall abide by all Conditional Use Permit conditions.

Text of Legislative File 91043

Title

21+ Entertainment License
Friends Applaud LLC • dba Friends Applaud
Capacity (in/out): 80/500
1602 Gilson St • Agent: Adam Benedetto
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 306 (District 13)

Entertainment License

Permanent

284

(Agenda Item Number)

(Legistar file number)

LICENT-2025-01030
(License number)

13 (Alder District #)

306 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

~~Class A: ☐ Beer, ☐ Liquor, ☐ Cider~~
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Type of entertainment license: ☑ Entertainment License (21+) ☐ Visual & Performing Arts License (18+)

Licensed Premises Information

This application modifies existing alcohol license number (if applicable): _____ (Class B license only)

Business dba Name: Friends Applaud

Licensed Address: 1602 Wilson St MADISON WI 53715

Premise Capacity: 80 Indoor 500 Outdoor Liquor/Beer Agent Name: Adam Benedetto

40 % Alcohol, 60 % Food, ____% Other Alder, District #: _____ Police Sector: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Friends Applaud LLC

Business Mailing Address: 5730 Dogwood Pl MADISON WI 53705

Business Contact Name, Position: Adam Benedetto, Owner

Business Phone: 718 501 4306 Business Email: Adam@FriendsApplaud.com

Corporate Officers, Partners, or Sole Proprietor's information:

Name	Address	Title
Adam Benedetto	5730 Dogwood Pl MADISON WI 53705	Owner
SACHA Benedetto	5730 Dogwood Pl MADISON WI 53705	Owner

Will entertainment or any amplified sound be outdoors? ☐ No ☑ Yes
If yes, contact Zoning (zoning@cityofmadison.com, 608-266-4551) for necessary approvals.

I certify that this information is true and correct to the best of my knowledge.

X Adam Benedetto
Signature

NOV 17 2025
Date

☑ Orange sign and business card issued
☑ "License Renewals & Changes" brochure with next steps issued

Office Use Only

REV 09/2025

Entertainment and Security Information

Live entertainment includes (check all that apply): ☑ Live Music ☑ Disc Jockey ☐ Designated Dance Floor

Live entertainment does not include non-amplified or acoustic music performed by a single artist, or performances where an uncompensated patron sings along with a machine that plays pre-recorded music, commonly known as karaoke.

Type of live entertainment to be offered: Live music, both Acoustic and electric. Stand up Comedy, DJs, small theatrical plays.

Number of security personnel and how they will be utilized: For larger shows we will hired security based on ticket sales

Description of clothing to identify security personnel: We will hire ~~a~~ Security Company with appropriate uniforms.

Plan to handle control and clearance of the parking lot during hours of operation and at closing time: At it is an outside venue we will end shows at a reasonable hour. our staff will encourage patrons to respect the neighborhood.

How will the entrance line be managed and controlled: We will have a door person ~~taking~~ Checking IDs, And another door person taking tickets.

Plan for unruly patrons, intoxicated patrons, and physical disturbances: We will have Management and owner on premise to handle these situations. First we will deescalate verbally and then use bouncers to remove people from the premise. We will call the police if necessary.

Underage drinking and fake ID plan: we will have a bouncer check IDs at the door. And issue wrist bands to people 21 and over.

Plan to control and supervise patrons under twenty-one (21) years of age: If there is a big show outside we will not let people under 21 outside.

How will orderly appearance and operation of the premises be maintained in regard to litter and noise: Staff will make sure no glasses leave the premise, we will have staff pick up litter around the premise. The owner will work with the landlord + neighbors to handle noise complaints.

Management Personnel

Name	Date of Birth	Name	Date of Birth
Adam Benedetto	[redacted]		
SACHA Benedetto			

From: Lindsey Lee-CC
To: Evers, Tag; licensing
Cc: Adam@friendsapplaud.com
Subject: Friends Applaud
Date: Monday, December 15, 2025 4:44:24 PM

[You don't often get email from cargocoffee@yahoo.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Alder Evers and members of the ALRC,

I am writing in support of the Class B Combination Liquor & Beer licence being sought by a new restaurant called Friends Applaud, proposed for 1602 Gilson Street. I also support the Entertainment license sought by this business.

I own and operate Cargo Coffee, which is nearby at 1309 South Park Street. I look forward to having this exciting restaurant concept in the neighborhood. I routinely talk to many of our neighbors, and I have only heard similar sentiments from them.

I have also had the pleasure of knowing one of the owners, Adam Benedetto, for over two decades. Given his extensive experience in the hospitality field and his good, community-focused character, I have no concerns that Friends Applaud will be anything but a solid asset for our southside community.

Thank you for your service,

Lindsey Lee

Sent from my mobile phone

From:	Evers, Tag
To:	licensing
Cc:	adam@friendsapplaud.com
Subject:	Item 25 (Legistar 91041 & Item 26 (Legistar 91043) - Friends Applaud - 1602 Gilson St.
Date:	Wednesday, December 17, 2025 1:19:20 PM
Attachments:	Outlook-cid_image0.png

Dear Committee Members,

I wish to offer my hearty endorsement of the liquor and entertainment license applications submitted by Adam Benedetto for Friends Applaud LLC.

Adam has a tremendous amount of experience creating and curating high quality dining and entertainment experiences in Madison and NYC. I'm very excited to see what Adam and Sacha (Adam's wife and partner) will bring to this location on Gilson St.

Adam and Sacha recently held a meeting for neighbors to learn of their plans. I have not heard from any residents concerned about this business. It's apparent Bay Creek residents are as excited as I am and are already applauding what these two are proposing to do.

I encourage you to vote affirmatively in support of both items so that Adam and Sacha can proceed with their plans.

Thanks and best wishes for the holidays,

Tag

Tag Evers

District 13 Alder

Tel 608 424 2580

Email District13@cityofmadison.com

Sign up for District 13 email updates/blog:
http://www.cityofmadison.com/council/district13/blog/

To: ALRC
From: Laura Zirngible, Lisie Kitchel, Carrie Rothburd
Re: Items 25 and 26
Date: 12/17/25

Seven years ago, neighbors on Pine, Cedar, and Spruce streets worked together with Planning, the then-owners of the tasting room at 1602 Gilson Street, and their neighborhood association to come up with a CU arrangement that facilitated the outdoor expansion of the tasting room while respecting the preexisting uses of the residential properties in this corner of Bay Creek, aka the Tree Streets.

Neighbors in this quiet, residential section of Bay Creek were at that time experiencing some negative community impacts as a result of the tasting room—noisy late-night foot and car traffic; disturbances from car alarms; and blocked driveways—when the outdoor patio was proposed. The terms of the CUP established in 2018 covered these.

We wish to ensure that Friends Applaud also keeps to the standards of development for Conditional Use of 1602 Gilson as a pub and eatery. There are significant differences between the activities described by Friends Applaud in their business plan and applications for a Liquor License and 21+ Entertainment License and the terms of CU laid out in 2018.

We understand from Zoning that they have not yet determined whether that CUP still obtains for 1602 Gilson St. or whether a new CUP will need to be approved. Thus, **we support granting Friends Applaud the Liquor License they need to operate as a pub. However, we oppose their application for a 21+ Entertainment License for the patio activities described in their application** until the terms of the CUP for Friends Applaud are clear.

Friends Applaud	Past Agreement
Friends Applaud states that it has 3,280 sf (900 sf indoors, 3000 sf back pation, and 250 sf front patio = 4,150 sf total. *(T*here.is.a.discrepancy.here¡)	The total for the established business was 3,555 sq for its brewery and tasting room
Friends Applaud proposes to serve 90 patrons (per the Liquor Lic.) or 80 patrons (per the 21+ Entertainment Lic.) patrons (although according to its application it can seat only 40)	Indoor seating area maximum was set at 45 patrons
Friends Applaud proposes to serve 300 (Liquor Lic.) or 500 21+ Entertainment Lic.)	Outdoor seating area maximum was set at 90 patrons
Friends Applaud proposes to operate from 9 AM-12 AM seven days a week	Hours of operation for the outdoor patio were 10 AM-9 PM seven days a week
Friends Applaud proposes to add a kitchen with a fryer	No kitchen
Friends Applaud lists an unspecified number of plays, comedy shows, concerts outdoors per year	Outdoor events were limited to four dates where outdoor amplified sound could be used. Rear patio could remain open on event nights until 10:00 pm
Friends Applaud proposes both acoustic and amplified events on a regular basis	Amplified sound was not allowed, including, but not limited to television, ambient music or musical performances, in the outdoor eating areas, except during the four permitted amplified events
Friends Applaud proposed firepits	A single firepit was permitted
	A solid screening fence between 6 and 8 feet tall existed around the entire perimeter of the rear patio

One of the Tree Street neighbors met on 12/16/25 with Adam Benedetto and appreciates his willingness to take steps to peacefully embed his proposed pub into the nearby residential community. We look forward to introducing more neighbors into this conversation with the Benedettos in the weeks and to welcoming them to our close-knit community.

Hutt, William M <WHutt@cityofmadison.com> Tue, Dec 16, 4:13 PM (16 hours ago)
To: crothburd@gmail.com

Hello!

Thank you for giving us a call earlier in regards to the conditional use at 1602 Gilson.

To answer your question on what the process may look like at this new establishment, the answer is it depends. One of the main factors that this process is dependent on is the use, and whether the use which was approved through the 2018 conditional use, had ceased for over 1 year.

My understanding of the property (which limited since I haven't worked on this property yet) is that this use of this property has stayed as a Tavern / Tavern and Restaurant since 2018. If this is the case, that it has not changed in use or stopped its use since 2018, then the existing conditional use would still apply with all of the conditions of approvals that were previously approved back in 2018.

However in the case this property has stopped its use for over a year in length, then it would require a new conditional use. This primarily happens during the approvals for things like liquor licenses, zoning is almost always the last sign off and that is where we decide whether or not it needs a new conditional use.

Ill work with some of my colleagues to track down what history we have of this property so we can determine what this might require.

Please let me know if you have any other questions!

William Hutt
Zoning & Sign Code Specialist
whutt@cityofmadison.com
608-266-5978

PLANNING DIVISION STAFF REPORT

April 2, 2018

PREPARED FOR THE PLAN COMMISSION

Project Address:	**1602 Gilson Street** (District 13 - Ald. Eskrich)
Application Type:	Conditional Use
Legistar File ID #	50821
Prepared By:	Sydney Prusak, Planning Division Report Includes Comments from other City Agencies, as noted
Reviewed By:	Kevin Firchow, AICP, Principal Planner

Summary

Applicant & Contact:	Amanda Funk; Funk Factory Geuzeria; 1602 Gilson Street; Madison, WI 53715
Property Owner:	Curt Roeming; 1521 Gilson Street; Madison, WI 53715

Requested Action: The applicant requests approval of a conditional use to create an outdoor eating area for a tasting room for a brewery on a property zoned TE (Traditional Employment District) at 1602 Gilson Street.

Proposal Summary: The applicant proposes to create two outdoor eating areas for an existing tasting room for a brewery. The larger rear patio would be located on the south west corner of the site and would have an outdoor performance platform (stage) and a children's play area. The smaller front patio would be located on the north east corner of the site along Gilson Street. As part of this proposal, the applicant is also requesting approval to host four (4) outdoor amplified events per year, and these events would not extend past 10:00 pm.

Applicable Regulations & Standards: This proposal is subject to the standards for Conditional Uses [M.G.O. §28.183] as M.G.O §28.082(1) lists *outdoor eating areas associated with food and beverage establishments* as a conditional use in the Traditional Employment (TE) District. The Supplemental Regulations [M.G.O. §28.151] contain further regulations for these uses.

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the approval standards for conditional uses are met and **approve** the request to establish an outdoor eating area for a brewery on a property zoned TE (Traditional Employment District) at 1602 Gilson Street. These requests are subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 16,512-square-foot (0.38-acre) subject site is located along Gilson Street near the intersection with Beld Street. The site is within Aldermanic District 13 (Ald. Eskrich), as well as the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject parcel contains a one-story, 3,555-square-foot building with an existing brewery and tasting room. City Assessor records state that the building was constructed in 1947. The subject site is currently in the process of recording a Certified Survey Map (CSM), which would combine the existing lots addressed 1516 Gilson Street and 1602 Gilson Street into one large lot.

Surrounding Land Use and Zoning:

North: Single family homes, zoned Traditional Residential – Consistent 4 (TR-C4) and Traditional Residential – Consistent 2 (TR-C2);

East: Commercial properties, zoned Traditional Employment (TE) with one single family home also zoned TE;

South: Commercial properties, zoned TE; and

West: A commercial building with a second floor apartment, zoned TE.

Adopted Land Use Plan: The Comprehensive Plan (2006) recommends low density residential (LDR), defined as 0-15 units per acre. The South Madison Neighborhood Plan (2005) more specially recommends the area transition to well-designed townhouses and multifamily buildings that reflect the scale of the nearby residential area.

Zoning Summary: The project site is currently zoned Traditional Employment (TE).

Requirements	Required	Proposed
Lot Area (sq. ft.)	6,000 sq. ft.	16,512 sq. ft.
Lot Width	50'	160.08'
Front Yard Setback	None	Adequate
Side Yard Setback	None unless needed for access	Existing side yard setback
Rear Yard Setback	Lesser of 20% lot depth or 20'	Adequate
Maximum Lot Coverage	85%	Less than 85% (17)
Minimum Building Height	22' measured to building cornice	1 story existing building
Maximum Building Height	5 stories/ 68'	1 story existing building
Number Parking Stalls	Not required	7 (16)
Accessible Stalls	TBD	None
Loading	None	None
Number Bike Parking Stalls	**Tavern/tasting room:** 5% of capacity of persons (4) **Brewery:** 1 per 10 employees (1) (5 total)	None (18)
Landscaping and Screening	Yes	None (19)(20)(21)
Lighting	Not required	Existing lighting (24)
Building Forms	Not required	Existing building
Other Critical Zoning Items	Utility Easements; Barrier Free (ILHR 69)	

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, with Metro Transit Route #44 along Gilson Street.

Previous Approvals

The applicant, Funk Factory Geuzeria, received conditional use approval from the Plan Commission on January 12, 2015 to establish a brewery in the Traditional Employment (TE) zoning district. On February 15, 2017, the Director of Planning and Community and Economic Development, per the recommendation from the district Alder, approved a minor alteration to the conditional use to allow for a tasting room on the property to complement the brewery.

Project Description

The applicant, Funk Factory Geuzeria, proposes to create two outdoor seating areas for a tasting room for a brewery at their current location. The Funk Factory has been operating as a brewery since 2015, with the addition of a tasting room in 2017.

The 3,555 square-foot brewery and tasting room is located in an existing one-story warehouse building, which received a façade grant from the City in 2014. The applicant is requesting a conditional use for two outdoor seating areas. The first is referred to as the rear patio and would be located on the south west portion of the site and would include a fire pit, picnic tables, a children's play area, and outdoor performance platform (stage). The stage would be located on the northern portion of the outdoor area, facing towards the center of the space. The patio would be built on a combination of gravel and pavement. As proposed, the hours of operation for this patio would be between 10:00 am and 12:00 am daily.

The second proposed patio, referred to as the front patio, would be located on the east side of the building along Gilson Street. The applicant is proposing to keep the existing grass for this outdoor area with tables for customers. The applicant is also proposing to install a combination of low ornamental metal or wood fencing, with some planters, to provide a division between the tasting room patrons and the sidewalk. As proposed, the hours of operation for the front patio would be between 10:00 am and 9:00 pm daily. Together, the front and rear patio would have a total capacity of 37 people.

As previously mentioned, the applicant is proposing to build a platform in the corner of the rear patio. The applicant intends to use this space for live music, or "open mic" and poetry. According to the applicant, there would be a maximum number of four (4) outdoor amplified events per year. The applicant has had discussions with the neighborhood association and stated that they would need to request permission from the neighborhood if they would like to exceed that amount. The applicant indicated that all outdoor amplified sound would end at 10:00 pm.

Analysis and Conclusion

This proposal is subject to the standards for Conditional Uses [M.G.O. §28.183] as M.G.O §28.082(1) lists *Outdoor eating areas associated with food and beverage establishments* as conditional uses in the Traditional Employment (TE) District.

Conditional Use Standards

In regards to the approval standards, the Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, and finding that all of the Conditional Use Standards of §28.183(6) M.G.O. are met. The Planning Division anticipates that if well-managed, the proposed outdoor eating areas should not result in significant impacts to the surrounding properties.

The Comprehensive Plan (2006) calls for low density residential for subject site, and the South Madison Neighborhood Plan (2005) calls for the transition of this area to townhouse and multi-family development. While this proposal does not further these planning goals, because the property is already an established brewery and tasting room, Staff does not believe that permitting outdoor eating areas would preclude nearby properties form redeveloping in accordance to adopted plans.

Staff believes the conditional use standards can be met as follows:

1. *The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.*

   Staff believes that this standard can be found met.

2. *The City is able to provide municipal services to the property where the conditional use is proposed, given due consideration of the cost of providing those services.*

   Staff believes that this standard can be found met.

3. *The uses, values and enjoyment of other property in the neighborhood for purposes already established will not be substantially impaired or diminished in any foreseeable manner.*

   Due to the size, location, and possibility for outdoor amplified sound, Staff believes certain modifications will be necessary to mitigate potential impacts. Given that the applicant made reference to live music on the outdoor elevated platform, Staff has concerns that this could negatively impact the residential properties to the north of the site. The applicant originally proposed to have eight outdoor amplified events per year, and after meeting with the neighborhood, has lowered that number to a maximum of four outdoor amplified events per year. The applicant has negotiated with neighbors that if they wish to exceed that number they would need to request permission from the neighborhood association prior to scheduling the event. As a condition of approval, Staff will require that the applicant submit these four event dates to the Zoning Administrator no later than May 15th of each calendar year. Dates beyond these four would be considered as an alteration to the conditional use.

   The applicant has also indicated that outdoor amplification would not extend past 10:00 pm. As proposed, the rear patio would be open daily from 10:00 am to 12:00 am and the front patio would be open daily from 10:00 am to 9:00 pm. The Bay Creek Neighborhood Association has requested that all non-amplified outdoor music and patio use end at 9:00 pm, except during the four permitted amplified events that would end at 10:00 pm. For non-amplified event nights, Staff also has concerns about having the patio open until midnight due to potential conflicts with nearby residential uses and believes that an earlier closing time should be carefully considered by the Plan Commission. Staff believes that establishing an earlier closing time will limit the negative impacts resulting from the outdoor patios to east and north. Staff further recommends that on non-amplified sound nights, no outdoor amplified sound will be permitted.

   As a condition of approval, Staff also recommends that the applicant provide a solid fence between six (6) and eight (8) feet tall around the entire perimeter of the rear patio. For zoning purposes, a screening fence is required where the property abuts residentially zoned properties. Planning Division Staff believes that this should be extended along the entire property boundary to fully screen and enclose this area. The applicant shall use wood or equivalent materials and provide further detail to Staff for final sign-off. Staff believes that this fence would screen the patio from nearby residential properties and reduce some of the potential noise impacts.

   Furthermore, as a condition of approval, Staff will require that the applicant submit a more accurate and scaled seating plan showing exactly where tables would be located on the patios. As part of this seating plan, the applicant shall describe what kind of tables they will use and how many seats will be provided. Staff also requests a more detailed description of the children's play area and outdoor performance platform, including any special features and materials. Staff will also request that the applicant clarify the hours of operation for the tasting room and patios.

The neighborhood association has also expressed concern over the proposed fire pit and the smoke affecting nearby residents. Staff believes that the Fire Department's condition of approval regarding the fire pit would reduce the impact on surrounding properties and believes that it can be found to meet this approval standard. The fire pit shall conform to the standards in the City's Fire Code and shall be located a minimum of 15 feet from a structure or combustible material.

Staff believes that this standard can be found met, so long as the conditions of approval from the reviewing agencies are satisfied.

4. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*

   Staff believes that this standard can be found met, so long as the conditions of approval from Zoning are satisfied.

5. *Adequate utilities, access roads, drainage, parking supply, internal circulation improvements, including but not limited to vehicular, pedestrian, bicycle, public transit, and other necessary site improvement s have been or are being provided.*

   Staff believes that this standard can be found met, so long as the conditions of Approval from Traffic Engineering and Zoning are satisfied.

7. *The conditional use conforms to all applicable regulations of the district in which it is located.*

   Staff believes that this standard can be found met, so long as the parking and landscaped areas of the site are brought up to contemporary Zoning standards.

   [Standards 6, 8-15 do not apply to this request]

Finally, Staff has concerns about the existing grass and gravel as the proposed surfaces for the outdoor patios. The primary concern is from a maintenance and mess standpoint, especially after rain. However, this is more of a concern for patrons and Staff does not believe such a modification would necessarily need to be imposed to meet the conditional use standards, especially for the rear patio. Staff believes that the aforementioned screening fence for the rear patio will limit the visibility in the area. From a building code standpoint, the area would need to meet minimum maintenance requirements, however Planning Staff understands that there is no code standard to require a hard surface for the patio.

Supplemental Regulations

M.G.O. § 28.151 contains further regulations for outdoor eating areas associated with food and beverage establishments. First, primary access to the area shall be from within the establishment. According to the site plan provided, Staff believes that this requirement has been fulfilled. Second, hours of operation may be restricted and noise and lighting limits imposed as part of the conditional use approval. The Planning Division has provided conditions of approval to regulate the outdoor music and patio hours. Lastly, where the use is conditional, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the neighborhood. As previously mentioned, Staff recommends that the applicant provide a solid fence between six (6) and eight (8) feet tall around the entire perimeter of the rear patio. Staff believes that this fence will fulfill the Supplemental Regulations for outdoor eating areas.

Conclusion

Staff believes that the outdoor eating area associated with the tasting room for a brewery can be found to meet the Conditional Use Approval Standards and recommends that it be approved by the Plan Commission, subject to several conditions. At the time of report writing, Staff received comments from the Bay Creek Neighborhood Association. Those comments are attached.

If approved, the Plan Commission retains continuing jurisdiction over this conditional use, meaning that should complaints be filed, the Plan Commission could take further action on this conditional use as allowed in M.G.O. §28.183(9)(d).

Recommendation

Planning Division Recommendation (Contact Sydney Prusak, (608) 243-0554)

The Planning Division recommends that the Plan Commission find that the approval standards for conditional uses are met and **approve** the request to establish an outdoor eating area for a tasting room for a brewery on a property zoned TE (Traditional Employment District) at 1602 Gilson Street. These requests are 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 Sydney Prusak, (608) 243-0554)

1. As part of this approval, the applicant is annually limited to four (4) event dates where outdoor amplified sound may be used and the rear patio may be open until 10:00 pm. Annually, the applicant shall submit the four dates for the outdoor amplified events to the Zoning Administrator no later than May 15th of each calendar year. If the applicant chooses to host more than four amplified events per year, an alteration to this conditional use will be required.

2. There shall be no amplified sound, including, but not limited to television, ambient music or musical performances, in the outdoor eating areas located at the brewery and tasting room addressed 1602 Gilson Street, except during the four permitted amplified events.

3. The hours of operation for the outdoor eating areas located at 1602 Gilson Street shall be Monday through Sunday from 10:00 am – 9:00 pm. Future modifications to the hours of operation of the outdoor eating area may be requested by the applicant in the future as a minor alteration of the conditional use following a recommendation by the district alder.

4. The applicant shall submit a more accurate and scaled seating plan showing exactly where the tables will be located on each patio. As part of this seating plan, the applicant shall describe what kind of tables they will use and how many seats will be provided. Staff also requests a more detailed description of the children's play area and outdoor performance platform, including any special features and materials.

5. The applicant shall install a solid fence between six (6) and eight (8) feet tall around the entire perimeter of the rear patio. The applicant shall use wood or equivalent materials and provide further details to Staff for final sign-off.

6. The applicant shall provide details on any screening fence proposed for the front patio, for staff approval. This shall not be a six (6) foot solid fence abutting the sidewalk.

7. The applicant shall obtain an entertainment license, if applicable to their liquor license requirements.

8. The applicant shall have the Certified Survey Map (CSM) recorded before final sign-off.

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

9. 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).

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

10. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record.

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

11. Due to changes in site operation, the applicant shall work with Traffic Engineering to determine if the existing entrances are functioning as intended and close one, if not two access points to Gilson Street.

12. Per MGO 10.08 - all off-street parking facilities shall be improved with bituminous or concrete pavement and designed so as to prevent encroachment onto adjacent land areas: secure all gravel areas with fencing or note as landscaping.

13. Secure patio area. If the applicant intends to have an outdoor seating area, the applicant shall secure the outdoor seating area from the Right of Way with a continuous fence.

14. 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.

15. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Zoning (Contact Jenny Kirchgatter, (608) 266-4569)

16. The areas labeled "Existing Parking" have not been approved for parking. Remove the "Existing Parking" labels from the site plan and discontinue parking in these areas or obtain approval for the parking lots. Per Section 28.141(8) Parking Design and Location, parking for automobiles and other motor vehicles shall be designed according to the requirements of Sec. 10.08, MGO.

17. 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. Note that gravel areas are impervious and contribute to the lot coverage maximum. Provide details of the permeable front patio area.

18. Bicycle parking shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of five (5) 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 of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.

19. Submit a landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

20. Screening is required adjacent the Zoning district boundary along the west property line. Screening shall be provided along side and rear property boundaries between commercial/ mixed-use districts and residential districts. Screening shall consist of a solid wall, solid fence, or hedge with year-round foliage, between six (6) and eight (8) feet in height. Submit a detail of the screening fence with the final plans.

21. Identify 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.

22. Provide a detail of the fence enclosing the outdoor eating area located on the east side of the building.

23. The outdoor eating areas shall meet applicable building/fire codes. The capacity shall be established for the outdoor eating areas. Occupancy is established by the Building Inspection Unit. Contact Building Inspection staff at (608) 266-4559 to help facilitate this process.

24. Verify whether exterior lighting will be provided for the outdoor patio areas. If exterior lighting is provided, it must comply with City of Madison General Ordinances Section 10.085 outdoor lighting standards. If exterior site lighting is provided, submit an exterior lighting plan and fixture cut sheets with the final plan submittal.

25. 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.

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

26. The proposed outdoor fire pit shall comply with IFC307.4.3. The fire pit shall be located a minimum 15-ft from of a structure or combustible material and the pit shall have a spark arrestor in place at all times while in use. Contact MFD prior to purchasing materials. Note: This is based on an approved occupant load of 35 classifying the space as a Group B Occupancy. MFD would need to reevaluate the allowance of a fire pit if the Occupancy changed to an Assembly if the occupant load reaches 50 persons.

Parks/Forestry Division (Contact, Kathleen Kane (608) 261-9671)

27. 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 prior to the start of construction. 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/2018/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.

28. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. 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.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91192

File ID:	91192	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Change of Agent
Baked Wings Madison LLC • dba Baked Wings & Things • 250 State St
New Agent: Martha McKinney
Class B Combination Liquor & Beer
(District 4)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	27.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-00481 Agent Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91192

Title

Change of Agent
Baked Wings Madison LLC • dba Baked Wings & Things • 250 State St
New Agent: Martha McKinney
Class B Combination Liquor & Beer
(District 4)

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

301

(Agenda Item Number) –if change-

(Legistar file number) –if change-

LICLIB-2025-00481
(License number)

4, Vervean
(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Martha McKinney, officer/member for Baked Wings Madison (Corp/LLC),
doing business as Baked Wings & Things authorize and appoint Martha McKinney
Name
as the liquor/beer agent for the premise located at 250 State St. Madison WI 53703

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate officer/member, 11/6/25
Date

To be completed by appointed Liquor/Beer Agent

I, Martha McKinney, appointed liquor/beer agent for Baked Wings Madison (Corp/LLC),
being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 100 %.

☒ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate Agent, 11/6/25
Date

RECEIVED
NOV 06 2025
MADISON CITY CLERK

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91193

File ID:	91193	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Change of Agent
Wonderstate Coffee LLC • dba Wonderstate • 27 W Main St
New Agent: Austin Howard
Class B Combination Liquor & Beer
(District 4)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	28.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2020-00742 Agent Change App (3).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91193

Title

Change of Agent
Wonderstate Coffee LLC • dba Wonderstate • 27 W Main St
New Agent: Austin Howard
Class B Combination Liquor & Beer
(District 4)

304

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number) –if change-

(Legistar file number) –if change-

LICLIB-2020-00742
(License number)

4 – VERVEER
(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Katie Wilbricht, officer/member for Wonderstate Coffee (Corp/LLC),

doing business as Wonderstate, authorize and appoint Austin Howard
Name

as the liquor/beer agent for the premise located at 27 W Main Street, Madison, WI, 53703.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate officer/member , November 09, 2025
Date

To be completed by appointed Liquor/Beer Agent

I, Austin Howard, appointed liquor/beer agent for Wonderstate Coffee (Corp/LLC),

being first duly sworn, affirm that I have full authority and control of the premise described

in this license, and I am involved in the actual conduct of the business as an employee, or have a direct

financial interest in the business of the licensee. The percent of the business I own is 0 %.

☑ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate Agent , 11-11-25
Date

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91204

File ID:	91204	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Change of Agent
RRK Investment Company • dba Stop N Shop • 312 E Mifflin St
New Agent: Shriya Khullar
Class A Beer, Class A Liquor, Class A Cider
(District 2)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 29.

Sponsors:

Effective Date:

Attachments: LICLIA-2024-00161 Agent Change App.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 91204

Title

Change of Agent
RRK Investment Company • dba Stop N Shop • 312 E Mifflin St
New Agent: Shriya Khullar
Class A Beer, Class A Liquor, Class A Cider
(District 2)

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

307

(Agenda Item Number) –if change-

(Legistar file number) –if change-

LICLIA-2024-00161
(License number)

#2 Will Ochowicz
(Alder District # and Name)

Office Use Only

Class A: ☒ Beer, ☒ Liquor, ☒ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, RUPINDER SAINI, officer/member for RRK INVESTMENT COMPANY (Corp/LLC), doing business as STOP N SHOP, authorize and appoint SHRIYA KHULLAR. (Name) as the liquor/beer agent for the premise located at 312 E MIFFLIN ST. MADISON, WI.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

R Saini, 11-12-2025
Signature of corporate officer/member , *Date*

To be completed by appointed Liquor/Beer Agent

I, SHRIYA KHULLAR., appointed liquor/beer agent for RRK INVESTMENT COMPANY (Corp/LLC), being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 51 %.

☒ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

S Khullar, 11-12-2025
Signature of corporate Agent , *Date*

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91205

File ID:	91205	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
RRK Investment Company • dba Stop N Shop
312 E Mifflin St
Class A Beer, Class A Liquor, Class A Cider
(District 2)
Add one new officer

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 30.

Sponsors:

Effective Date:

Attachments: LICLIA-2024-00161 Officer Change App.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 91205

Title

Entity Reorganization
RRK Investment Company • dba Stop N Shop
312 E Mifflin St
Class A Beer, Class A Liquor, Class A Cider
(District 2)
Add one new officer

Change of Officers

310

(Agenda Item Number)

(Legistar file number)

LICLIA - 2024 - 00161
(License number)

#2 Ochowicz
(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☒ Beer, ☒ Liquor, ☒ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIA - 2024 - 00161

Business dba Name: STOP N SHOP

Licensed Address: 312 E MIFFLIN ST, MADISON, WI 53703

Liquor/Beer Agent Name: RUPINDER SAINI Alder, District #: 2

Corporate Information

Business Legal Name (as on WI State Sellers Permit): RRK INVESTMENT COMPANY

Business Mailing Address: 312 E MIFFLIN ST, MADISON, WI 53703.

Business Contact Name, Position: RUPINDER SAINI, (PARTNER)

Business Phone: 608-256-0207 Business Email: RRKINVESTMENT24@GMAIL.COM

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
SHRIYA KHULLAR.	PARTNER.
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☒ Yes, explain: RUPINDER SAINI GURUKIRPA INVESTMENT INC D.B.A PORTAGE ONESTOP CLASS A LIC.

After this change, how many total officers/members/directors will be in the organization?: 2

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

R saini
Authorized Signature

11-12-2025
Date

☐ Form submitted by mail/e-mail
Office Use Only

312

(Agenda Item Number)

(Legistar file number)

LICLIA - 2024 - 0061
(License number)

#2 (Alder District #) #4 (Police Sector)

Office Use Only

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☒ Liquor, ☒ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   RRK INVESTMENT COMPANY

2. Trade Name (doing business as) STOP N SHOP

3. Address to be licensed 312 E MIFFLIN ST. MADISON, WI 53703

4. Mailing address 312 E MIFFLIN ST. MADISON, WI 53703

5. Anticipated opening date N/A

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☐ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☐ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   THIS IS A CONVENIENCE STORE. THE BEER IS KEPT IN THE 6 DOOR COOLER AND WINE IS ON THE SHELVES AND IN THE DISPLAY COOLER. THE ALCOHOL INVENTORY IS STORED IN THE BASEMENT. THE BEER AND WINE ARE SOLD OVER THE COUNTER.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: _____ Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

    _____

    _____

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☐ No ☒ Yes, license issued to RRK INVESTMENT COMPANY (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent SHRIYA KHULLAR
13. City, state in which agent resides POYNETTE, WI
14. How long has the agent continuously resided in the State of Wisconsin? JANUARY, 2013
15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 11-12-2025

16. State and date of registration of corporation, nonprofit organization, or LLC.

    WISCONSIN DATE: 02-06-2024

17. In the table below list the directors of your corporation or the members of your LLC.
    ☒ Attach background check forms for each director/member.

Title	Name	City and State of Residence
PARTNER.	SHRIYA KHULLAR	POYNETTE, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    _____

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin? RUPINDER SAINI

    ☐ No ☒ Yes (explain) GURUKIRPA INVESTMENT INC. D.B.A PORTAGE ONE STOP.

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☒ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9AM - 10 PM	9AM - 10 PM	9AM - 10 PM	9AM - 10 PM	9 AM - 10 PM	9AM - 10 PM	9AM - 10 PM
(Class B only) Enter below any hours when food service will not be available, if applicable						
9AM - 10 PM	9AM - 10 PM	9 AM - 10 PM	9AM - 10 PM	9 AM - 10 PM	9AM - 10 PM	9AM - 10 PM

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
_____ % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 26 .

38. State Seller's Permit 4 5 6 - 1 0 3 1 5 6 4 9 4 9 - 0 2

39. Federal Employer Identification Number 99-1113013

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person SHRIYA KHULLAR.

Business phone 608-332-1183 Business e-mail address RRKINVESTMENT24@GMAIL.COM

Preferred language ENGLISH

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ 11-13-25
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91206

File ID:	91206	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
4505 East Towne Blvd
Class B Beer
(District 17)
Add one new officer, remove one officer

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 31.

Sponsors:

Effective Date:

Attachments: LICLIB-2018-00866 Officer Change App (2).pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91206

Title

Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
4505 East Towne Blvd
Class B Beer
(District 17)
Add one new officer, remove one officer

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LIC4B-2018-00866
(License number)

17 - MADISON
(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☐ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2018-00866

Business dba Name: Portillo's Hot Dogs

Licensed Address: 4505 East Town Blvd., Madison, WI 53704

Liquor/Beer Agent Name: Ric Ramirez Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Portillo's Hot Dogs, LLC

Business Mailing Address: 2001 Spring Road, Ste. 400, Oak Brook, IL 60523

Business Contact Name, Position: Elizabeth Hackett, Regulatory and Corporate Governance Program Manager

Business Phone: 630-954-3773 Business Email: ehackett@portillos.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Michael A. Miles, Jr.	Interim CEO & President
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Michael Osanloo	CEO & President

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☒ Yes, explain: See Attached Chart

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

11/13/25
Date

☐ Form submitted by mail/e-mail
Office Use Only

PORTILLO'S HOT DOGS, LLC LIQUOR LICENSES

Address	Governing Body	License/Permit Number
235 E. North Ave., Glendale Heights 60139	State of Illinois	1A-0005904
	Village of Glendale Heights	23-C-05*
155 S. Rte. 83, Elmhurst 60126	State of Illinois	1A-0004581
	City of Elmhurst	ALCL-001744-2025
170 W. North Ave., Northlake 60164	City of Northlake	25-1458
	State of Illinois	1A-0019087
1500 Butterfield Rd., Downers Grove 60515	Village of Downers Grove	116
	State of Illinois	1A-0006763
134 E. Lake Street, Bloomingdale 60108	Village of Bloomingdale	LIQ25-0001
	State of Illinois	1A-1139376
606 W. Dundee Rd., Arlington Heights 60004	Village of Arlington Heights	LIQ-000249-2024
	State of Illinois	1A-0019958
950 E. Ogden Ave., Naperville 60540	City of Naperville	LIQ-0000350
	State of Illinois	1A-0005808
7740 W. Roosevelt Rd., Forest Park 60130	Village of Forest Park	28
	State of Illinois	1A-0006762
1500 Busse Highway, Elk Grove Village 60007	Village of Elk Grove Village	2368
	State of Illinois	1A-0006765
611 E. Golf Rd., Schaumburg 60173	Village of Schaumburg	LIQL-24-127
	State of Illinois	1A-0006759
950 S. Barrington Rd., Streamwood 60107	Village of Streamwood	LIQ-000168
	State of Illinois	1A-0016692
1992 W. Jefferson, Naperville 60540	City of Naperville	LIQ-0000051
	State of Illinois	1A-0005807
13130 S. Cicero, Crestwood 60445	Village of Crestwood	25-4129
	State of Illinois	1A-0005906
221 E. Townline Rd., Vernon Hills 60061	Village of Vernon Hills	2025-1964
	State of Illinois	1A-0005905
15900 S. Harlem Ave., Tinley Park 60477	State of Illinois	1A-0034184
	Village of Tinley Park	IL-011023
8832 W. Dempster, Niles 60714	State of Illinois	1A-0111078
	Village of Niles	4
5532 S. Harlem Ave., Summit 60501	State of Illinois	1A-0036484
	Village of Summit	5
531 N. Randall Rd., Batavia 60510	State of Illinois	1A-0040596
	City of Batavia	46
855 Cog Cir., Crystal Lake 60014	State of Illinois	1A-0049165
	City of Crystal Lake	2024-52
2810 Route 34, Oswego 60543	State of Illinois	1A-0111060
	Village of Oswego	LIC-001205-2024
3895 E. Main St., St. Charles 60174	State of Illinois	1A-0055096
	City of St. Charles	8225-1
4020 W. 95th St., Oak Lawn 60453	State of Illinois	1A-0056065
	Village of Oak Lawn	BL24-0227
1155 Brock Forest Ave., Shorewood 60431	State of Illinois	1A-0053709
	Village of Shorewood	28
9400 Skokie Blvd., Skokie 60077	State of Illinois	1A-1134501
	Village of Skokie	9-E-1 BW
1760 DeKalb Ave., Sycamore 60178	City of Sycamore	2025-CALQ-106
	State of Illinois	1A-0055170
555 East 81st Ave, Merrillville, IN 46410	State of Indiana	RR4532102
7195 Kingery Highway, Willowbrook, IL 60527	Village of Willowbrook	LL25-0184
	State of Illinois	1A-0079250
100 W. Ontario, Chicago 60610	City of Chicago	39473
	State of Illinois	1A-0006761
6102 W. Grand Ave. (Route 132 &107) Gurnee, IL 60031	Village of Gurnee	1265
	State of Illinois	1A-1128087
8350 La Palma Ave., Buena Park, CA 90620	State of California	41.581655*
12840 Day St., Moreno Valley, CA 92553	State of California	41.590621*
1748 W. Brandon Blvd., Brandon, FL 33510	State of Florida	BEV3911863
520 W. Taylor St., Chicago, IL 60607	City of Chicago	2433056
	State of Illinois	1A-1130173
17655 Bluemound Rd., Brookfield, WI 53008	City of Brookfield	Beer 2025-8 Wine 2025-2
	State of Illinois	1A-1131077
134 E. Boughton Rd., Bolingbrook, IL 60440	Village of Bolingbrook	25L-055
	State of Illinois	1A-1131076
2306 E. Lincoln Highway, New Lenox, IL 60451	Village of New Lenox	LL25-0190
	State of Illinois	1A-1131153
1020 S. Randall Road, Elgin, IL 60123	City of Elgin	24-00026251
2102 E. Fowler Ave., Tampa, FL 33612	State of Florida	BEV3911965
	State of Illinois	1A-1131460
6090 East State Street, Rockford, IL 61108	City of Rockford	22267
	State of Illinois	1A-1131747
17500 Halsted Street, Homewood, IL 60430	Village of Homewood	25-20
	State of Arizona	12074878
65 S McClintock Dr., Tempe, AZ 85281	City of Tempe	LID-21-00487
	State of Arizona	12074878
10574 N. 90th Street, Scottsdale, AZ 85258	City of Scottsdale	1126087
	State of Illinois	1A-1132082
700 Lake Cook Road, Deerfield, IL 60015	Village of Deerfield	13
	Village of Harwood Heights	LL26-0412
7308 W. Lawrence Ave., Harwood Heights, IL 60706	State of Illinois	1A-1132621
	City of Champaign	LL-1653
2306 N. Prospect Ave., Champaign, IL 61822	State of Illinois	1A-1134037
8705 W. Sura Lane, Greenfield, WI 53228	City of Greenfield	CB25-0055
8450 Hudson Road, Woodbury, MN 55125	City of Woodbury State of Minnesota	ONSN25-72 ONSN25-10
1900 W. Golf Rd., Rolling Meadows, IL 60008	City of Rolling Meadows	1857
	State of Illinois	1A-1134874
202 N. Landmark Drive, Normal, IL 61761	Town of Normal	2025-26-045
9201 E. 116th Street, Fishers, IN 46037	State of Illinois	1A-1135099
	State of Indiana	RR2396469
12251 Elm Creek Blvd. N, Maple Grove, MN 55369	City of Maple Grove/State of Minnesota	25-60
5102 N. Main Street, Mishawaka, IN 46545	State of Indiana	RR7139305
	City of Peoria	797
4412 N. Rockwood Rd., Peoria, IL 61615	State of Illinois	1A-1137671
8150 US 31, Indianapolis, IN 46227	State of Indiana	RR4936200
10444 E. US 36, Avon, IN 46123	State of Indiana	RR32-34476
4505 East Towne Blvd., Madison, WI 53704	City of Madison	LICLB-2018-00666
1800 County Road B2, Roseville, MN 55113	City of Roseville State of Minnesota	71218/71219
2741 E. 53rd Street, Davenport, IA 52807	State of Iowa	BW0096547
	City of Avondale	12070006828
10331 W. McDowell Rd., Avondale, AZ 85392	State of Arizona	12070006828
295 W. Coliseum Blvd., Fort Wayne, IN 46805	State of Indiana	RR0236668
	City of Chicago	2647854
3343 W. Addison, Chicago, IL 60618	State of Illinois	1A-1145149
	City of Springfield	0576E 2023
3400 Freedom Drive, Springfield, IL 62703	State of Illinois	1A-1146291
7715 W. Palm Parkway, Orlando, FL 32836	State of Florida	BEV5813773
	City of Glendale	650000014-L12
17125 N. 75th Ave., Glendale, AZ 85308	State of Arizona	12070013540
870 E. State Road 32, Westfield, IN 46074	State of Indiana	RR2937011
7230 West Towne Way, Madison, WI 53704	City of Madison	LICLB-2021-00136
2302 Tyrone Blvd. N, St. Petersburg, FL 33710	State of Florida	BEV6214694
6041 W. Ha Bronson Memorial Highway, Kissimmee, FL 34747	State of Florida	BEV5903715
	State of Arizona	12070018333
2650 S. Market St., Gilbert, AZ 85295	Town of Gilbert	ALC000630-05-2022
4560 Destination Drive, The Colony, TX 75056	State of Texas	BQ-20050094
1403 US 41, Schererville, IN 46375	State of Indiana	RR4539765
	State of Arizona	12100021638
3761 E. Broadway Blvd., Tucson, AZ 85716	City of Tucson	T3081209
1955 N. Central Expy, Allen, TX 75013	State of Texas	BQ-200092005
	State of Texas	BQ-200092461
4200 S. Cooper St., Arlington, TX 76015	City of Arlington	23-015955
	Tarrant County	BQ-200092461
20745 E. Walnut Rd., Queen Creek, AZ 85142	State of Arizona	12070023693
	Town of Queen Creek	6108
1801 S. Randall Rd. Algonquin, IL 60102	Village of Algonquin	2024/2025 F04
	State of Illinois	1A-1135681
3300 S. Cicero, Cicero, IL 60608	Town of Cicero	202
	State of Illinois	1A-1135979
1251 E. Highway 50, Clermont, FL 34711	State of Florida	BEV4503553
8749 Tehaman Ridge Pkwy, Fort Worth, TX 76177	State of Texas	BQ-200113905
3330 N. Interstate 35, Denton TX 76201	State of Texas	BQ-200112956
16330 W. Waddell Rd., Surprise, AZ 85379	State of Arizona	01207026830
14425 Lakeside Circle, Sterling Heights, MI 48313	State of Michigan	L-000437365
12004 Middlebelt Rd., Livonia MI 48150	State of Michigan	L-000475848
	State of Texas	BQ-200124119
410 US 287, Mansfield, TX 76063	Tarrant County	BQ-200124119
	State of Texas	BQ-200135685
11005 W. Grand Pkwy S, Richmond, TX 77406	Fort Bend County	BQ-200135685
315 N. Alafaya Trail, Orlando, FL 32828	State of Florida	BEV5814705
	Harris County	BQ-200143571
1019 Westside Parkway, Katy, TX 77449	State of Texas	BQ-200143571
	State of Texas	BQ-200135483
	Harris County	BQ-200135483
7511 W. FM 1960, Houston, TX 77070	City of Houston	ABLP-0005694
	State of Texas	BQ-200140399
460 W. State Highway 114, Grapevine, TX 76051	City of Grapevine	2024-247
	Tarrant County	BQ-200140399
12419 Southwest Freeway, Stafford, TX 77477	State of Texas	BQ-200148349
	Fort Bend County	BQ-200148349
2283 Dr. Randy McDaniel Way, Middleton, FL 34762	State of Florida	BEV7001064
3102 State HWY 161, Grand Prairie, TX 75052	State of Texas	MB-200175214
25531 Tomball Pkwy, Tomball, TX 77375	State of Texas	MB-200176735
111 FM 1960 Rd BYP E, Humble, TX 77338 * Target Opening in 2026	State of Texas	MB-200178140
13904 Dallas Pkwy., Dallas TX 75240 *Opening in 2025	State of Texas	MB-200179033
18678 I-35 N, Schertz, TX 78154 * Target Opening in 2026	State of Texas	MB-200175231
	Cobb County	ALC003565
790 Cobb Place Blvd. NW, Kennesaw, GA * Opening in 2025	State of Georgia	0117910

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91207

File ID:	91207	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
7230 West Towne Way
Class B Beer
(District 9)
Add one new officer, remove one officer

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 32.

Sponsors:

Effective Date:

Attachments: LICLIB-2021-00136 Officer Change (2).pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91207

Title
Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
7230 West Towne Way
Class B Beer
(District 9)
Add one new officer, remove one officer

Change of Officers

(Agenda Item Number)

(Legistar file number)

LICLIB-2021-00136
(License number)

9 - PRITCHETT
(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☐ Liquor,
☒ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2021-00136

Business dba Name: Portillo's Hot Dogs

Licensed Address: 7230 West Towne Way, Madison, WI 53719

Liquor/Beer Agent Name: Ric Ramirez Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Portillo's Hot Dogs, LLC

Business Mailing Address: 2001 Spring Road, Ste. 400, Oak Brook, IL 60523

Business Contact Name, Position: Elizabeth Haclett, Regulatory and Corporate Governance Manager

Business Phone: 630-954-3773 Business Email: ehackett@portillos.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Michael A. Miles, Jr.	Interim CEO & President
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Michael Osanloo	CEO & President

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☒ Yes, explain: See Attached Chart

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

11/13/25
Date

☐ Form submitted by mail/e-mail
Office Use Only

PORTILLO'S HOT DOGS, LLC LIQUOR LICENSES

Address	Governing Body	License/Permit Number
235 E. North Ave , Glendale Heights 60139	State of Illinois	1A-0005904
	Village of Glendale Heights	23-C-05*
155 S. Rte. 83, Elmhurst 60126	State of Illinois	1A-0004881
	City of Elmhurst	ALCL-001744-2025
170 W. North Ave , Northlake 60164	City of Northlake	25-1468
	State of Illinois	1A-0019987
1500 Butterfield Rd , Downers Grove 60515	Village of Downers Grove	116
	State of Illinois	1A-0008763
134 E. Lake Street, Bloomingdale 60108	Village of Bloomingdale	LIQ25-0001
	State of Illinois	1A-1138376
806 W. Dundee Rd , Arlington Heights 60004	Village of Arlington Heights	LIQ-000249-2024
	State of Illinois	1A-0019368
950 E. Ogden Ave , Naperville 60540	City of Naperville	LIQ-0000050
	State of Illinois	1A-0005908
7740 W. Roosevelt Rd , Forest Park 60130	Village of Forest Park	28
	State of Illinois	1A-0008762
1500 Busse Highway, Elk Grove Village 60007	Village of Elk Grove Village	2368
	State of Illinois	1A-0008765
611 E. Golf Rd , Schaumburg 60173	Village of Schaumburg	LIQL-24-127
	State of Illinois	1A-0008759
950 S. Barrington Rd , Streamwood 60107	Village of Streamwood	LIQ-000168
	State of Illinois	1A-0016632
1992 W. Jefferson, Naperville 60540	City of Naperville	LIQ-0000051
	State of Illinois	1A-0005907
13130 S. Cicero, Crestwood 60445	Village of Crestwood	25-4128
	State of Illinois	1A-0005906
221 E. Townline Rd , Vernon Hills 60061	Village of Vernon Hills	2025-1964
	State of Illinois	1A-0005905
15900 S. Harlem Ave , Tinley Park 60477	State of Illinois	1A-0034184
	Village of Tinley Park	L-011023
8832 W. Dempster, Niles 60714	State of Illinois	1A-0111078
	Village of Niles	4
5532 S. Harlem Ave , Summit 60501	State of Illinois	1A-0036494
	Village of Summit	5
531 N. Randall Rd , Batavia 60510	State of Illinois	1A-0045596
	City of Batavia	46
855 Cog Cir , Crystal Lake 60014	State of Illinois	1A-0049165
	City of Crystal Lake	2024-52
2810 Route 34, Oswego 60543	State of Illinois	1A-0111080
	Village of Oswego	LIC-001205-2024
3695 E. Main St , St. Charles 60174	State of Illinois	1A-0055096
	City of St. Charles	8225-1
4020 W. 95th St , Oak Lawn 60453	State of Illinois	1A-0056085
	Village of Oak Lawn	BL24-0227
1155 Brook Forest Ave , Shorewood 60431	State of Illinois	1A-0061709
	Village of Shorewood	28
9400 Skokie Blvd , Skokie 60077	State of Illinois	1A-1134501
	Village of Skokie	94-E1 BW
1760 DeKalb Ave , Sycamore 60178	City of Sycamore	2025-CLLQ-106
	State of Illinois	1A-0065170
555 East 81st Ave, Merrillville, IN 46410	State of Indiana	RR4532102
7155 Kingery Highway, Willowbrook, IL 60527	Village of Willowbrook	LL25-0184
	State of Illinois	1A-0079250
100 W. Ontario, Chicago 60610	City of Chicago	39473
	State of Illinois	1A-0008761
6102 W. Grand Ave (Route 132 &107) Gurnee, IL 60031	Village of Gurnee	1265
	State of Illinois	1A-1128087
8350 La Palma Ave , Buena Park, CA 90620	State of California	41.591655*
12640 Day St , Moreno Valley, CA 92553	State of California	41.590621*
1748 W. Brandon Blvd , Brandon, FL 33510	State of Florida	BEV3911863
520 W. Taylor St , Chicago, IL 60607	City of Chicago	2433065
	State of Illinois	1A-1130173
17685 Bluemound Rd , Brookfield, WI 53008	City of Brookfield	Beer: 2025-6 Wine: 2025-2
	State of Illinois	1A-1131077
134 E. Boughton Rd , Bolingbrook, IL 60440	Village of Bolingbrook	25L-055
	State of Illinois	1A-1131076
2306 S. Lincoln Highway, New Lenox, IL 60451	Village of New Lenox	LL25-0190
	State of Illinois	1A-1131153
1020 S. Randall Road, Elgin, IL 60123	City of Elgin	24-00026261
2102 E. Fowler Ave , Tampa, FL 33612	State of Florida	BEV3911865
	State of Illinois	1A-1131480
6090 East State Street, Rockford, IL 61108	City of Rockford	22267
	State of Illinois	1A-1131747
17500 Halsted Street, Homewood, IL 60430	Village of Homewood	25-20
	State of Arizona	1207A679
65 S McClintock Dr , Tempe, AZ 85281	City of Tempe	LIQ-21-00487
	State of Arizona	1207A676
10574 N. 90th Street, Scottsdale, AZ 85258	City of Scottsdale	1126057
	State of Illinois	1A-1132042
700 Lake Cook Road, Deerfield, IL 60015	Village of Deerfield	13
	Village of Harwood Heights	LL26-0412
7308 W. Lawrence Ave, Harwood Heights, IL 60706	State of Illinois	1A-1132621
	City of Champaign	LL-1653
2305 N. Prospect Ave , Champaign, IL 61822	State of Illinois	1A-1134037
8705 W. Sura Lane, Greenfield, WI 53228	City of Greenfield	CB25-0055
8450 Hudson Road, Woodbury, MN 55125	City of Woodbury State of Minnesota	ON/SN25-72 ON/SN25-10
1900 W. Golf Rd , Rolling Meadows, IL 60008	City of Rolling Meadows	1657
	State of Illinois	1A-1134874
202 N. Landmark Drive, Normal, IL 61761	Town of Normal	2025-26-045
9201 E. 116th Street, Fishers, IN 46037	State of Illinois	1A-1135099
	State of Indiana	RR2135469
12251 Elm Creek Blvd. N, Maple Grove, MN 55369	City of Maple Grove/State of Minnesota	25-60
5102 N. Main Street, Mishawaka, IN 46545	State of Indiana	RR7139305
4412 N. Rockwood Rd , Peoria, IL 61615	City of Peoria	797
8150 US 31, Indianapolis, IN 46227	State of Illinois	1A-1137871
10444 E. US 36, Avon, IN 46123	State of Indiana	RR4536200
4505 East Towne Blvd , Madison, WI 53704	State of Indiana	RR32-34478
	City of Madison	LICLIB-2018-00866
1800 County Road B2, Roseville, MN 55113	City of Roseville State of Minnesota	71218/71219
2741 E. 53rd Street, Davenport, IA 52807	State of Iowa	BW0096547
10331 W. McDowell Rd , Avondale, AZ 85392	City of Avondale	12070006828
235 W. Coliseum Blvd , Fort Wayne, IN 46805	State of Arizona	12070006828
	State of Indiana	RR0136569
3343 W. Addison, Chicago, IL 60618	City of Chicago	2647854
	State of Illinois	1A-1145149
3400 Freedom Drive, Springfield, IL 62703	City of Springfield	09766 2023
7715 W. Palm Parkway, Orlando, FL 32836	State of Illinois	1A-1149291
	State of Florida	BEV5813773
17125 N. 79th Ave , Glendale, AZ 85308	City of Glendale	6002000014-L12
870 E. State Road 32, Westfield, IN 46074	State of Arizona	12070013540
7230 West Towne Way, Madison, WI 53704	State of Indiana	RR2937011
2302 Tyrone Blvd. N, St. Petersburg, FL 33710	City of Madison	LICLIB-2021-00136
8041 W. Irlo Bronson Memorial Highway, Kissimmee, FL 34747	State of Florida	BEV6214694
	State of Florida	BEV5903715
2650 S. Market St., Gilbert, AZ 85295	State of Arizona	12070019333
4560 Destination Drive, The Colony, TX 75056	Town of Gilbert	ALC000630-03-2022
1403 US 41, Schererville, IN 46375	State of Texas	BG-20090094
	State of Indiana	RR4538765
3761 E. Broadway Blvd., Tucson, AZ 85716	State of Arizona	12100021838
1955 N. Central Expy, Allen, TX 75013	City of Tucson	73041208
	State of Texas	BG-200092305
4200 S. Cooper St., Arlington, TX 76015	State of Texas	BG-200092461
	City of Arlington	23-015655
	Tarrant County	BG-200092461
20745 E. Walnut Rd , Queen Creek, AZ 85142	State of Arizona	12070023693
	Town of Queen Creek	6108
1801 S. Randall Rd, Algonquin, IL 60102	Village of Algonquin	2024/2025 FD8
	State of Illinois	1A-1155681
3300 S. Cicero, Cicero, IL 60808	Town of Cicero	202
	State of Illinois	1A-1155979
1251 E. Highway 50, Clermont, FL 34711	State of Florida	BEV5501553
8749 Tehamam Ridge Pkwy, Fort Worth, TX 76177	State of Texas	BG-200113905
3330 N. Interstate 35, Denton TX 76201	State of Texas	BG-200112956
16330 W. Waddel Rd., Surprise, AZ 85379	State of Arizona	012070026830
14425 Lakeside Circle, Sterling Heights, MI 48313	State of Michigan	L-000437365
13004 Middlebelt Rd , Livonia, MI 48150	State of Michigan	L-000475448
410 US 287, Mansfield, TX 76063	State of Texas	BG-200124119
	Tarrant County	BG-200124119
11005 W. Grand Pkwy S, Richmond, TX 77406	State of Texas	BG-200135685
315 N. Alafaya Trail, Orlando, FL 32828	Fort Bend County	BG-200135685
	State of Florida	BEV5814705
1019 Westside Parkway, Katy, TX 77449	Harris County	BG-200143571
	State of Texas	BG-200143571
7511 W. FM 1960, Houston, TX 77070	State of Texas	BG-200135483
	Harris County	BG-200135483
	City of Houston	ABLP-0005634
460 W. State Highway 114, Grapevine, TX 76051	State of Texas	BG-200140399
	City of Grapevine	2024-247
12419 Southwest Freeway, Stafford, TX 77477	Tarrant County	BG-200140399
	State of Texas	BG-200148349
	Fort Bend County	BG-200148349
2283 Dr. Randy McDaniel Way, Middleton, FL 34762	State of Florida	BEV7001064
3102 State HWY 161, Grand Prairie, TX 75052	State of Texas	MB-200175214
25531 Tomball Pkwy, Tomball, TX 77375	State of Texas	MB-200176735
111 FM 1960 Rd BYP E, Humble, TX 77338 * Target Opening in 2026	State of Texas	MB-200178140
13904 Dallas Pkwy , Dallas TX 75240 *Opening in 2025	State of Texas	MB-200179033
16678 I-35 N, Schertz, TX 78154 * Target Opening in 2026	State of Texas	MB-200175231
	Cobb County	ALC003565
790 Cobb Place Blvd. NW, Kennesaw, GA * Opening in 2025	State of Georgia	0117810

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91211

File ID:	91211	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Fresh City Market LLC • dba Fresh Madison Market
703 University Ave
Class B Beer, Class C Wine
(District 8)
Remove one officer

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 33.

Sponsors:

Effective Date:

Attachments: LICLIB-2013-00530 Officer Change (4).pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91211

Title

Entity Reorganization
Fresh City Market LLC • dba Fresh Madison Market
703 University Ave
Class B Beer, Class C Wine
(District 8)
Remove one officer

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIB-2013-00530
(License number)

8
(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☐ Liquor,
☒ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2013-00530

Business dba Name: Fresh Madison Market

Licensed Address: 703 University Ave. Madison, WI 53715

Liquor/Beer Agent Name: Kim Foor Alder, District #: 8

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Fresh City Market LLC

Business Mailing Address: P.O. Box 8700 Grand Rapids, MI 49518

Business Contact Name, Position: _Cindy Devenport, Manager, Licensing & Retail Compliance_

Business Phone: 616-878-2751 Business Email: snlicensing@spartannash.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Ileana McAlary	Assistant Secretary

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☒ No ☐ Yes, explain: _____

After this change, how many total officers/members/directors will be in the organization?: 6

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

William Gaede
Authorized Signature

11/12/2025
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91212

File ID:	91212	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Change of Licensed Premises
Brass Biscuit LLC • dba Mint Mark
Current Capacity (in/out): 149/59 • Proposed Capacity (in/out): 198/118
1874 E Washington Ave • Agent: Chad Vogel
Class B Combination Liquor & Beer • 45% alcohol, 54% food, 1% other
Police Sector 501 (District 12)
Request to add sixth floor rooftop bar, connected by a private elevator. Increasing indoor capacity by 49 and outdoor capacity by 59.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	34.
Sponsors:		**Effective Date:**	
Attachments:	LICPCH-2025-01031 App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Westra, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 91212

Title

Change of Licensed Premises
Brass Biscuit LLC • dba Mint Mark
Current Capacity (in/out): 149/59 • Proposed Capacity (in/out): 198/118
1874 E Washington Ave • Agent: Chad Vogel
Class B Combination Liquor & Beer • 45% alcohol, 54% food, 1% other
Police Sector 501 (District 12)
Request to add sixth floor rooftop bar, connected by a private elevator. Increasing indoor capacity by 49 and outdoor capacity by 59.

Change of Premises

Fee: $25.00

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

333

(Agenda Item Number)

(Legistar file number)

LICPCH- 2025- 01031
(License number)

12 (Alder District #) 501 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor, ☒ Class C Wine

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2024-00083

Business dba Name: Mint Mark

Licensed Address: 1874 E. Washington Ave

Liquor/Beer Agent Name: Chad Vogel

45 % Alcohol, 54 % Food, 1 % Other Alder, District #: _____ Police Sector: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Brass Biscuit LLC

Business Mailing Address: 1874 E. Washington Ave

Business Contact Name, Position: Chad Vogel

Business Phone: 608-285-5096 Business Email: info@mintmarkmadison.co

Current Capacity (indoor): 149 **Current Capacity (outdoor):** 59

Proposed Capacity (indoor): 198 **Proposed Capacity (outdoor):** 118

If your capacity is increasing, contact Building Inspection: (608) 266-4551, binspection@cityofmadison.com

Description of Proposed Changes: Adding 6th Floor Rooftop Bar. Space is connected to Mint Mark by a private elevator. Cocktail Bar will have an indoor capacity of 49 and outdoor capacity of 59

☒ Detailed Floor Plans included (required)

Chad Vogel, 11-17-25

Authorized Signature *Date*

☒ Orange sign and business card issued
☒ "License Renewals & Changes" brochure with next steps issued

Office Use Only

REV 09/2018

GENERAL NOTES

1. ALL WORK SHALL CONFORM TO THE APPLICABLE CODES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY BEARING ON THE PERFORMANCE OF THE WORK.
2. THE CONTRACTOR SHALL SECURE AND PAY FOR ALL PERMITS, FEES, LICENSES AND INSPECTIONS NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK.
3. ALL EXISTING CONDITIONS AND DIMENSIONS SHALL BE FIELD VERIFIED BY THE CONTRACTOR, WHO SHALL IMMEDIATELY NOTIFY THE ARCHITECT OF ANY DISCREPANCIES, OMISSIONS OR CONFLICTS BEFORE PROCEEDING WITH THE WORK. NO EXTRA COSTS WILL BE AUTHORIZED FOR WORK WHICH IS REQUIRED TO COMPLETE THE PROJECT SCOPE AND INTENT DUE TO CONDITIONS WHICH ARE READILY OBSERVABLE AT THE PROJECT SITE.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DAILY CLEANING AND REMOVAL OF ALL DEBRIS, DUST AND EQUIPMENT RELATED TO THE DEMOLITION AND THOROUGH CLEAN-UP UPON COMPLETION OF THE PROJECT.
5. THE CONTRACTOR SHALL VISIT THE PROJECT SITE AND BE KNOWLEDGEABLE OF CONDITIONS THEREIN. CONTRACTOR SHALL INVESTIGATE, VERIFY AND BE RESPONSIBLE FOR ALL CONDITIONS OF THE PROJECT AND SHALL NOTIFY THE OWNER OF ANY CONDITIONS REQUIRING MODIFICATION BEFORE PROCEEDING WITH THE WORK.
6. THE DRAWINGS ISSUED HEREWITH ARE SCOPE DOCUMENTS AND AS SUCH SHOW THE GENERAL EXTENT OF THE PROJECT AND DO NOT NECESSARILY INDICATE OR DESCRIBE ALL WORK REQUIRED FOR FULL PERFORMANCE AND COMPLETION OF THE WORK, NOR DO THEY SHOW ALL OF THE CONDITIONS WHICH MAY BE ENCOUNTERED TO PROPERLY EXECUTE THE WORK.
7. DO NOT SCALE DRAWINGS - DIMENSIONS GOVERN. LARGE SCALE DETAILS TAKE PRECEDENCE OVER SMALL SCALE DRAWINGS.
8. WHERE DISCREPANCIES OCCUR BETWEEN THE VARIOUS DISCIPLINES/TRADES, CONSULT THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
9. PARTITIONS SHALL BE DIMENSIONED FROM FRAMING UNLESS OTHERWISE NOTED. EXISTING WALLS SHALL BE DIMENSIONED FROM FACE OF FINISH.
10. FINISH FLOOR ELEVATIONS ARE TO TOP OF FINISH FLOOR, UNLESS NOTED OTHERWISE.
11. THE CONTRACTOR SHALL FURNISH AND INSTALL STIFFENERS, BRACING, BACKING PLATES AND SUPPORTING BRACKETS REQUIRED FOR THE PROPER INSTALLATION OF ALL CASEWORK, WALL MOUNTED AND/OR SUSPENDED MECHANICAL, ELECTRICAL AND MISCELLANEOUS EQUIPMENT WHETHER SHOWN IN THE DRAWINGS OR NOT. THIS SHALL ALSO APPLY TO OWNER FURNISED/CONTRACTOR INSTALLED EQUIPMENT.
12. THE CONTRACTOR SHALL COORDINATE PLACEMENT OF ALL CEILING ELEMENTS WITH MECHANICAL, ELECTRICAL AND INSTALLER. WHERE DISCREPANCIES EXIST BETWEEN DRAWINGS AND INSTALLATION CONSULT THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
13. ALL HANDICAPPED DOOR HARDWARE SHALL BE PROVIDED IN COMPLIANCE WITH ADAAG.
14. ALL DOORS REQUIRED FOR HANDICAPPED ACCESS SHALL HAVE MANEUVERING CLEARANCES PER ADAAG.
15. CONTRACTOR SHALL PROVIDE A TELEPHONE ON SITE AND KEEP ON SITE A COMPLETE SET OF CONSTRUCTION DRAWINGS, SPECIFICATIONS, ADDENDA AND CLARIFICATION DOCUMENTATION INCLUDING A COPY OF APPROVED DRAWINGS.
16. UPON AWARD OF CONTRACT, GENERAL CONTRACTOR SHALL IDENTIFY ALL LONG LEAD ITEMS GREATER THAN 8 WEEKS AND ORDER THEM IMMEDIATELY OR INSTRUCT AND GUARANTEE THAT THE GENERAL CONTRACTOR'S HIRED SUBCONTRACTORS SHALL DO SO.
17. THE CONTRACTOR SHALL SUPPLY THE CLIENT WITH ALL LITERATURE RELATED TO MECHELECTRICAL/PLUMBING SYSTEMS THAT ARE PROVIDED BY THE SUPPLIERS. ALL LITERATURE TO BE COMPILED INTO A PROJECT MANUAL.
18. PROVIDE SIGNAGE THROUGHOUT PROJECT PER ADA REQUIREMENTS.

CONSTRUCTION NOTES

1. SUBMIT SAMPLES OF ALL FINISHES AND FINISHED MATERIALS TO ARCHITECT FOR REVIEW AND APPROVAL, INCLUDING BUT NOT LIMITED TO PAINT, FLOOR FINISHES, MILLWORK, TRIM, GLASS, METALS, PLASTIC LAMINATE.
2. SUBMIT COMPLETE SHOP DRAWINGS/SCHEDULES TO ARCHITECT FOR REVIEW AND APPROVAL, INCLUDING BUT NOT LIMITED TO STEEL, STAIRS, MILLWORK, DOORS, FRAMES AND HARDWARE, WINDOWS, PLUMBING FIXTURES, LIGHTING FIXTURES, MECHANICAL, ELECTRICAL AND PLUMBING PLANS.
3. SECURITY DEVICES (CARD READER, CAMERA, ETC) TO BE COORDINATED WITH ELECTRICAL ROUGH-IN AND DOOR HARDWARE REQUIREMENTS.
4. PROVIDE FIRE ALARM SYSTEM AS REQD BY CODE.
5. COMPLETE MECHANICAL, ELECTRICAL AND PLUMBING SYSTEM DESIGN AND IMPLEMENTATION TO BE COORDINATED WITH GENERAL CONTRACTOR AND RELATED SUB-CONTRACTORS.

ISSUE RECORD

11-05-24 PLAN REVIEW

PROJECT TEAM

OWNER
CHAD VOGEL
CHAD@ROSEINROOMBAR.COM
(608)213-0771

ARCHITECT
POTTER LAWSON, INC.
CONTACT: JACOB MORRISON, AIA
JACOBM@POTTERLAWSON.COM
749 UNIVERSITY AVE, SUITE 300
MADISON, WI 53705
(608)320-2258 - CELL

CONTRACTOR
R.G. HARRIMAN
CONTACT: BOB HARRIMAN
10 EAST DOTY STREET, STE 421
MADISON, WI 53703

KITCHEN/BAR DESIGN
KAVANAUGH'S RESTAURANT SUPPLY
CONTACT: KEVIN KAVANAUGH
2920 BRYANT ROAD
MADISON, WI 53713
(608)271-9514

CODE INFO

GENERAL INFORMATION

LOCATION:	1878 EAST WASHINGTON AVE MADISON, WI 53704
DESCRIPTION:	TENANT INFILL - BAR AND PATIO SPACE ON 6TH FLOOR
	AREA OF RENOVATION: 6TH FLOOR - 1353sf INT. BAR SPACE 1520sf EXT. PATIO

CODE INFORMATION

BUILDING CODE:	INTERNATIONAL BUILDING CODE 2015 WITH SUPPLEMENTAL WISCONSIN SECTIONS
USE GROUP:	B - ASSEMBLY (BAR) LESS THAN 50ppl
OCCUPANCY:	SEE OCCUPANCY LOAD SECTION ON THIS PAGE
CONST TYPE:	III-A - **FULLY SPRINKLERED**
ACCESSIBILITY:	ALL WORK DESCRIBED HEREIN SHALL BE EXECUTED IN COMPLIANCE 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN

EGRESS REQUIREMENTS (SPRINKLERED):
EXIT ACCESS TRAVEL: 250 FEET MAX. (IBC 1028.7)
MIN. # OF EXITS: 2

OCCUPANCY LOAD AND PLUMBING FIXTURE COUNT

OCCUPANCY LOAD:

INTERIOR AREA	
BAR SEATING	=16ppl
LOUNGE SEATING	=26ppl
BAR WORK AREA	=2ppl
UTILITY	=1ppl
TOTAL INT.	**= 45ppl**

OUTDOOR AREA	
BAR SEATING	=19ppl
OPEN SEATING	=32ppl
FIXED TABLE SEATING/STANDING	=16ppl
BAR WORK AREA	= 2ppl
TOTAL EXT.	**=69ppl**

TOTAL OCC. LOAD INT+EXT. =114ppl

PLUMBING FIXTURE COUNT:

COMBINED 6TH FLR OCC. LOAD FOR PLUMB. FIXT. COUNT = **114ppl**

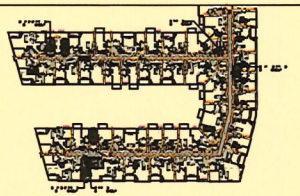
WC = 114/40 = 3 WC'S (3 PROVIDED)
LAV = 114/75 = 2 LAVS (3 PROVIDED)

WATER IS PROVIDED FREE OF CHARGE
1 SERVICE SINK PROVIDED IN UTILITY 109 AREA

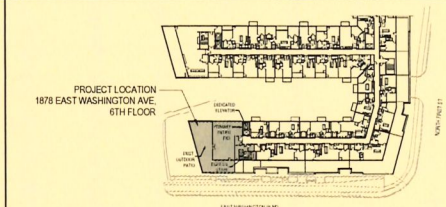
INDEX

A000	PROJECT INFO, KEY PLANS
A101	FLOOR PLAN/DOOR SCHED/FIN SCHED/DOOR ELEVS
A102	REF. CLG. PLAN
A200	EXTERIOR ELEVATIONS
A201	EXTERIOR ELEVATIONS
A300	SECTION
S101	STRUCTURAL NOTES

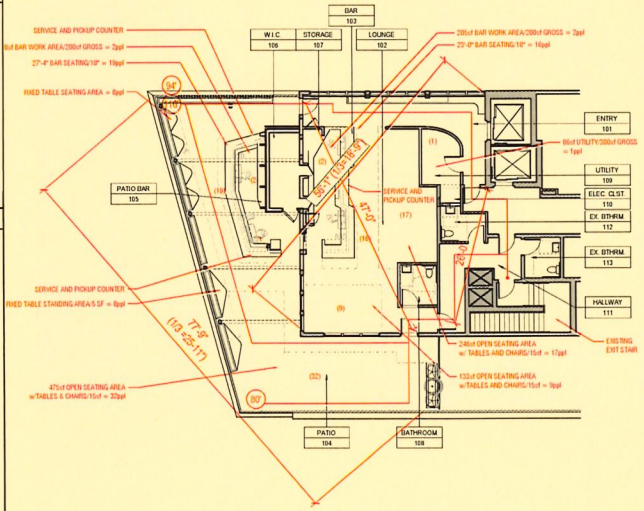
1 VICINITY PLAN N.T.S.



2 1ST FLOOR KEY PLAN N.T.S.



3 6TH FLOOR KEY PLAN N.T.S.



4 EGRESS/OCCUPANCY PLAN 3/32"=1'-0"

Potter Lawson
Success by Design

WISCONSIN
JACOB MORRISON
A-10445
MADISON, WI
ARCHITECT

"THE PERCH" BAR

1878 E. Washington Ave.
Madison, Wisconsin 53704

Project #: 2024.02

Date	Issuance/Revisions
CONSTRUCTION ISSUE 1	02-26-25

PROJECT INFO
KEY PLANS

A000

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FINISH SCHEDULE

NUM	NAME	FINISH								MILLWORK SPECIALTY ITEMS	REMARKS
		NORTH	SOUTH	WEST	EAST	CEILING	CROWN	FLOOR	BASE		
101	ENTRY	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	-	VLP1	1	PLANTER	
102	LOUNGE	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	A	VLP1	1	BANQUETTE SEATING	
103	BAR	BAR - PAINTED WOOD	N/A			N/A				BAR BACK COVERS TO ACCESS PLUMB.	
104	PATIO	N/A	N/A	N/A	N/A	N/A	N/A	PAVERS		BAR, PLANTING, BUILT-IN TABLE	MATCH ALL REPLACEMENT MATERIALS TO EXIST. BUILDING
105	PATIO BAR	FIBER CEMENT	FIBER CEMENT	FIBER CEMENT	FIBER CEMENT	WOOD VENEER IN VINYL/PAINT		PAVERS		BAR, RETRACTABLE CURTAIN ENCLOSURE	PARTIAL HEIGHT WALL AT CLOSING WINDOW
106	W I C	COOLER - F.R.P.	COOLER - F.R.P.	COOLER - F.R.P.	COOLER - F.R.P.	N/A - COOLER				WALK-IN REFRIGERATOR	
107	STOR.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	-	VLP1	1	SHELVING	
108	BATHROOM	TILE 1	TILE 1	TILE 1	TILE 1	PAINTED GYP. BD.	B	VLP1	1		
109	UTILITY	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	-	EPOXY	2 (TILE)		F.R.P. AROUND UTILITY SINK
110	ELEC. CLST.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	PAINTED GYP. BD.	-	EPOXY	2 (TILE)		ELEC. PANELS
111	HALLWAY	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING		
112	EX. BATHRM.	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING		
113	EX. BATHRM.	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING	EXISTING		

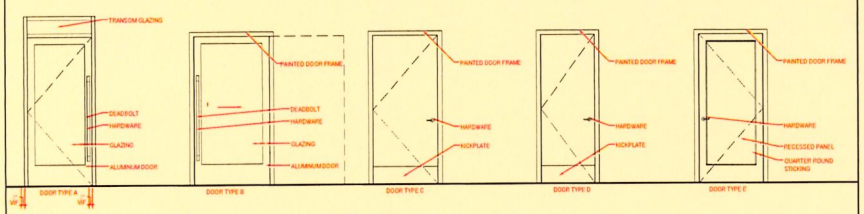
1. 4" WOOD BASE, with VINYL COVE, APPLIED OVER IT
2. 8" BASE TILE

VLP1 : VINYL LUXURY PLANK 1
TILE 1 : DALTILE WALL TILE

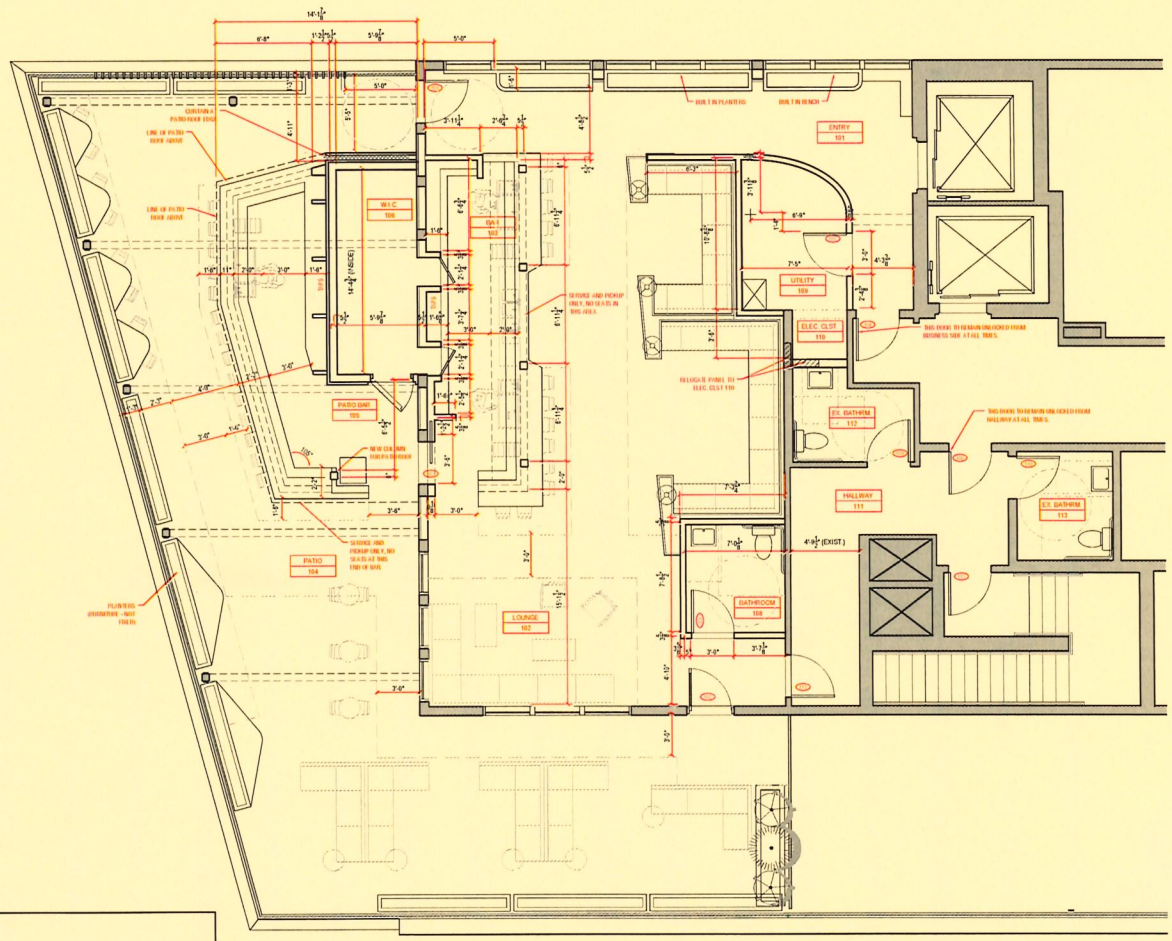
DOOR SCHEDULE

	LOCATION		FINISH OPENING			DESCRIPTION	TYPE	REMARKS
	FROM	TO	WIDTH x HEIGHT		THICK			
101A	ENTRY 101	PATIO 104	3'-0" x 7'-0" (EXISTING OPENING)	1-3/4"		ALUM EXT STOREFRONT DOOR WITH SINGLE GLASS PANEL AND TRANSOM	A	
102A	LOUNGE 102	PATIO 104	3'-0" x 7'-0" (EXISTING OPENING)			ALUM EXT STOREFRONT DOOR WITH SINGLE GLASS PANEL AND TRANSOM		
103A	BAR 103	PATIO 104	7'-0" x 7'-10"	1-3/4"		ALUM EXT POCKET SLIDING DOOR WITH DOUBLE GLASS PANEL	B	
107A	ENTRY 101	EXISTING HALL	3'-0" x 7'-0"	1-3/4"		N/ESS	EXISTING	
108A	ENTRY 101	STORAGE 107	2'-6" x 7'-0"	1-3/4"		SINGLE PANEL WOOD DOOR	E	
109A	LOUNGE 102	BATHROOM 108	3'-0" x 7'-0"	1-3/4"		SINGLE PANEL WOOD DOOR	E	
110A	ENTRY 101	UTILITY 109	3'-0" x 7'-0"	1-3/4"		SINGLE PANEL WOOD DOOR	E	
111A	EXISTING HALLWAY	HALLWAY 111	3'-0" x 7'-0" (EXISTING)	1-3/4"		SOLID CORE SLAB WOOD DOOR		
112A	HALLWAY 111	EX. BATHRM 112	3'-0" x 7'-0" (EXISTING)	1-3/4"		SOLID CORE SLAB WOOD DOOR		
113A	HALLWAY 111	EX. BATHRM 113	3'-0" x 7'-0" (EXISTING)	1-3/4"		SOLID CORE SLAB WOOD DOOR		
114A	LOUNGE 102	HALLWAY 111	3'-0" x 7'-0" (EXISTING)	1-3/4"		SOLID CORE SLAB WOOD DOOR		
115A	HALLWAY 111	EXISTING EXIT STAIR	3'-0" x 7'-0" (EXISTING)	1-3/4"		PAINTED HOLLOW METAL DOOR		

1. ALL DEADBOLTS LOCKS TO BE KEYED ALIKE
2. HARDWARE FINISH OIL RUBBED BRONZE, EXCEPT AT EXTERIOR DOORS WHERE HARDWARE WILL MATCH THE HOT
3. AUTOMATIC CLOSERS ON INDICATED EXTERIOR DOORS ONLY



2 DOOR ELEVATIONS 3/8"=1'-0"


ENTRY 101
W I C 106
BAR 103
UTILITY 109
ELEC. CLST 110
PATIO BAR 105
PATIO 104
LOUNGE 102
HALLWAY 111
EX. BATHRM 112
EX. BATHRM 113
BATHROOM 108
BUILT IN PLANTER
BUILT IN BENCH
CUSHION & PAINTED EDGE
LINE OF PATIO DOOR ABOVE
LINE OF PATIO DOOR ABOVE
SERVICE AND PICKUP ONLY, NO SEATS IN THIS AREA
RELOCATE PANEL TO ELEC. CLST 110
THIS DOOR TO REMAIN UNLOCKED FROM BUSINESS SIDE AT ALL TIMES.
THIS DOOR TO REMAIN UNLOCKED FROM HALLWAY AT ALL TIMES.
NEW CURTAIN TRACK IN CEILING
SERVICE AND PICKUP ONLY, NO SEATS AT THIS END OF BAR
PLANTERS (DIMENSIONS - NOT KNOWN)
14'-1 1/2"
8'-8"
1'-3 1/2"
5'-1 0"
5'-0"
6'-1"
5'-3"
4'-11"
3'-11"
7'-0"
6'-3"
3'-1 1/2"
6'-0"
1'-6"
4'-3 3/8"
2'-3"
2'-4"
7'-5"
14'-3 1/4" (EXIST.)
6'-1"
6'-11"
5'-9"
7'-0"
2'-0"
1'-6"
11"
2'-0"
1'-4"
5'-9"
3'-1"
7'-0"
6'-1"
7'-0"
2'-6"
1'-6"
2'-0"
2'-6"
2'-6"
2'-6

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91213

File ID:	91213	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Metcalfe LLC • dba Metcalfe's
726 N Midvale Blvd
Class A Beer, Class A Liquor
(District 11)
Remove one officer

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 35.

Sponsors:

Effective Date:

Attachments: 8600-45273 Officer Change (4).pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91213

Title

Entity Reorganization
Metcalfe LLC • dba Metcalfe's
726 N Midvale Blvd
Class A Beer, Class A Liquor
(District 11)
Remove one officer

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

8600-45273
(License number)

11
(Alder District # and Name)

Office Use Only

Class A: ☒ Beer, ☒ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 8600-45273

Business dba Name: Metcalfe's

Licensed Address: 726 North Midvale Boulevard Madison, WI

Liquor/Beer Agent Name: Kelsey L. Peyton Alder, District #: 11

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Metcalfe, LLC

Business Mailing Address: P.O. Box 8700 Grand Rapids, MI 49518

Business Contact Name, Position: Cindy Devenport, Manager, Licensing & Retail Compliance

Business Phone: 616-878-2751 Business Email: snlicensing@spartannash.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Ileana McAlary	Assistant Secretary

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☒ No ☐ Yes, explain: _____

After this change, how many total officers/members/directors will be in the organization?: 6

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

William Gaede

Authorized Signature

11/12/2025

Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91214

File ID:	91214	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/10/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Metcalfe Foods-West LLC • dba Metcalfe's
7455 Mineral Point Rd
Class A Beer, Class A Liquor
(District 9)
Remove one officer

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	36.
Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2011-01722 Officer Change (4).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91214

Title
Entity Reorganization
Metcalfe Foods-West LLC • dba Metcalfe's
7455 Mineral Point Rd
Class A Beer, Class A Liquor
(District 9)
Remove one officer

342

Change of Officers

(Agenda Item Number)

(Legistar file number)

LICLIA-2011-01722

(License number)

9

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☒ Beer, ☒ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIA-2011-01722

Business dba Name: Metcalfe's

Licensed Address: 7455 Mineral Point Rd

Liquor/Beer Agent Name: Jason B. Zutter Alder, District #: 9

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Metcalfe Foods-West LLC

Business Mailing Address: P.O. Box 8700 Grand Rapids, MI 49518

Business Contact Name, Position: Cindy Devenport, Manager, Licensing & Retail Compliance

Business Phone: 616-878-2751 Business Email: snlicensing@spartannash.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Ileana McAlary	Assistant Secretary

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☒ No ☐ Yes, explain: _____

After this change, how many total officers/members/directors will be in the organization?: 6

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

William Gaede
Authorized Signature

11/12/2025
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91245

File ID:	91245	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	12/11/2025
File Name:				**Final Action:**	

Title: Operator License Application
Nancy Martin - Establishment where employed: Dutch Mill

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 37.

Sponsors:

Effective Date:

Attachments: LICOPR-2025-00873 MARTIN_Redacted.pdf, NANCY MARTIN ALRC Sheet_Redacted.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	12/17/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Glenn, seconded by Verveer, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Appearance by Nancy Martin

Text of Legislative File 91245

Title

Operator License Application
Nancy Martin - Establishment where employed: Dutch Mill

Operator Application for Licenses to expire 6/30/2026

For individuals selling or serving alcohol, pursuant to Madison General Ordinance 38.05. **Fees are not refundable.**

☐ Operator License ($45).

☒ Operator License with two month Provisional License issued today ($60).

Office use:	LICOPR-2025-00873	BST Date Vill. DANE

Filling out your application

- An Operator License is a privilege, not a right. **Any false answers or omissions may result in the denial of your application.**
- This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the City Clerk for clarification.
- Your application will not be processed until you deal with outstanding warrants.
- You can obtain information regarding your arrest and conviction record from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at www.wcca.wicourts.gov/index.xsl (*CCAP may not provide a comprehensive list of ALL arrests and convictions).*

Review of your application

- The Madison Police Department will perform a background check to verify that the information you have provided is complete and accurate.
- If there are concerns about your arrest and/or conviction record as it relates to your application, or if it appears that you falsified or omitted information from your application, you may be called to appear before the Alcohol License Review Committee.
- If you are asked to appear but choose not to do so, your application may be denied.
- *Meetings of the Alcohol License Review Committee are open to the public and televised.*

First Name	M. I.	Last Name
Nancy	S	Martin

Residence: Street Address	City	State	Zip
[redacted]	Waunakee	WI	53597

Phone	Date of Birth	Birth Place (City, State)	Sex
[redacted]	[redacted]	Madison, WI	F

Driver's License Number (State & Number)	Place of employment and phone #	Email Address
[redacted]	Dutch Mill 608 222-2508	[redacted]

Other names, aliases or birthdates ever used: Jacoboski

Cites and States lived in since age 18, including where you now reside:	From:	To:
Waunakee, WI	From: 2021	To: Present
Lodi, WI	From: 2008	To: 2021
Waunakee WI	From: 2006	To: 2008
Madison, WI	From: 2000	To: 2006

-over-

Arrest and Conviction Record

Since your 17th birthday, have you ever been convicted of a felony or misdemeanor? (Including criminal traffic offenses)	☒ Yes	☐ No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	☐ Yes	☒ No
Have you ever been convicted by a military court-martial?	☐ Yes	☒ No
Have you ever been convicted of disorderly conduct that involved violence against another person?	☐ Yes	☒ No

List Any Pending Citations, Tickets, or Criminal Charges

Year	Location	Charge	At the time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

List All Citations, Tickets, Municipal/Ordinance Violations and Criminal Convictions

(Excluding Parking Tickets). Attach additional paper if necessary.

Year	Location	Charge	At the time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around an establishment that serves alcohol?
2020	Waukesha	Misappropriate ID	No	No
2020	Fondulac	Retail theft	No	No
2020	Sauk	Retail theft	No	No
2020	Portage Co.	Retail theft	No	No
2020	Iowa Co.	Retail theft	No	No
2020	Dane	Retail theft	No	No

Application must be signed.

The undersigned acknowledges that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000, and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

Applicant's Signature

9/5/25
Date

To be filled out by the Madison Police Department

☐ Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau or with the Madison Police Department
☐ Files indicate that subject has the attached Criminal Arrest Record

Madison Police Department Authorized Signature

Date

2020	Fond dol lac	Possession Prescription	No	No
2020	Rock Co	Retail Theft	No	No
2001	Driving Under Influence		yes	No
2008	Disorderly Stuck		No	No

- Went through challenging situation in 2020/2021
- successfully completed probation and actively working
- Hold operators Licenses in Middleton, Fitchburg, and City of Dane.
- No violations on ~~any~~ my Licenses

Nancy Martin (Jacobski : [redacted]
Guideline(s)___1 & 4_____

State	Date	Description	Pending	Conviction	Fel/Misd/Ord
WI	05/15/2020	Retail Theft - Intentionally Take (<=$500) Dane 2020CF1603		01/27/2021	Misd A
WI	05/25/2020	Retail Theft Dane Co 2020CM1349 Madison PD		01/27/2021	Misd A
WI	05/27/2020	Retail Theft - Intentionally Take (<=$500) Dane 2020M1389		01/27/2021	Misd A
WI	06/25/2020	Retail Theft - Intentionally Take >$500 - $5000) Possession of Narcotic Drugs, Resisting or Obstructing an Officer Fond Du Lac 2020CF473 Fond Du Lac PD		06/08/2021	Felony I Felony I Misd A
WI	06/07/2020	Retail Theft - Intentionally Take (<=$500) Sauk County 2020CF342		05/04/2021	Misd A
WI	05/01/2020	Misappropriate ID Info - Obtain Money x2 Waukesha County 2020CF1172		05/04/2022	Felony H
WI	07/05/2020	Retail Theft - Intentionally Take >$500 - $5000) Ozaukee County 2020CF266		04/06/2021	Felony I
WI	07/04/2020	Retail Theft - Intentionally Take >$500 - $5000) Portage County 20CF319		06/25/2021	Felony I
WI	07/08/2020	Retail Theft - Remove Anti-Theft Device (>$500 - $5000) Iowa County 2020CF119		06/01/2021	Felony I
WI	09/05/2020	Resisting or Obstructing an Officer Dane County 2020CF2281		09/05/2020	Misd A
WI	07/09/2020	Retail Theft - Intentionally Take (<=$500) Dane County 2020cf2350		01/27/2021	Misd A

Completed by: [redacted] **Date Completed:** 11/13/2025

_____ Submit to Council

_____ Additional Info Required/ Resubmit application

___x___ Submit to ALRC

_____ Other Action: _____

Captain Initials: Cpt Hartmann Date: ___11/25/2025_____

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90960

File ID:	90960	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PARK COMMISSIONERS
				File Created Date :	11/18/2025
File Name:	Authorizing the City to execute an agreement with Madison Nordic Ski Club, Inc. to use the City's and its own snow equipment to groom the City's cross-country skiing trails, to store its equipment at Elver Park, and to hold practices, lessons and competit			**Final Action:**	

Title: Authorizing the City to execute an agreement with Madison Nordic Ski Club, Inc. to use the City's and its own snow equipment to groom the City's cross-country skiing trails, to store its equipment at Elver Park, and to hold practices, lessons and competitions at Elver Park through 2032. (District 20)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 38.

Sponsors: Derek Field, Barbara Harrington-McKinney And Carmella Glenn

Effective Date:

Attachments: MadNorski Use Agreement (2025-2032).pdf

Enactment Number:

Author:

Hearing Date:

Entered by: nmiller@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/19/2025	Robert Mulcahy	Approve	12/8/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	11/18/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Board of Park Commissioners (12/10/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer	BOARD OF PARK COMMISSIONERS		12/10/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the BOARD OF PARK COMMISSIONERS. The motion passed by voice vote/other.

1	BOARD OF PARK COMMISSIONERS	12/10/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass

Action Text: Motion made by Glenn, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. Motion passed by voice vote/other.

Text of Legislative File 90960

Fiscal Note

The proposed resolution authorizes a three-year agreement between the City of Madison Parks Division and Madison Nordic Ski Club, Inc. Under the terms of the agreement, Madison Nordic Ski Club, Inc. will re responsible for using its own and the City's snow equipment to groom the City's cross-country ski trails in exchange for staring their equipment at Elver Park and holding practices, lessons, and competitions at Elver Park through 2032. There is no fiscal impact to this agreement.

Title

Authorizing the City to execute an agreement with Madison Nordic Ski Club, Inc. to use the City's and its own snow equipment to groom the City's cross-country skiing trails, to store its equipment at Elver Park, and to hold practices, lessons and competitions at Elver Park through 2032. (District 20)

Body

WHEREAS, the City is the owner of certain park lands in the City of Madison, Dane County, Wisconsin, including Elver Park, located at 1250 McKenna Blvd. in Madison, Odana Hills Golf Course, located at 4635 Odana Rd., and Door Creek Park, located at 7035 Littlemore Dr. ("the Properties"), and certain equipment used for winter activities, including snow groomers ("Snow Equipment"); and,

WHEREAS, Madison Nordic Ski Club, Inc. (Club) is an organization, based in Madison, that consists of City and area residents who together organize cross-country skiing races, maintain cross-country ski trails, provide ski lessons, support high school and junior skiers, and raise funds for ski related projects to promote the continuous growth and development of cross-country skiing in the region; and,

WHEREAS, in 2016 and 2018, the City and the Club entered into Snow Equipment and City Property Use Agreements which allowed the Club to use the City's Snow Equipment to make snow for the Winter Festival and at Elver Park, and to groom the human-made and existing cross-country ski trails at Elver Park and other approved locations. These agreements benefitted the City by providing a greater level of service than the Parks Division was able to provide; and,

WHEREAS, in 2020, at Club's request, Central Cross Country Skiing Inc. ("CXC") took over the agreement and operated under its own use agreement through 2024, which agreement has not been renewed; and,

WHEREAS, the Club now desires to reenter into an agreement with the City pertaining to snow equipment and use of the City's Properties, which, given the Club's history, the City finds agreeable and in its best interest.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to enter into a Snow Equipment and City Property Use Agreement with Madison Nordic Ski Club, Inc., to use the City's Snow Equipment to groom the City's cross-country skiing trails, to store and use Club equipment at Elver Park, and to hold practices, lessons and competitions at Elver Park for an initial period through September 30, 2029, with the option for an additional three-year renewal term from October 1, 2029-September 30, 2032, in a form and in a manner that has been approved by the City Attorney and the Risk Manager and on terms consistent with the attached Snow Equipment and City Property Use Agreement; and,

BE IT FURTHER RESOLVED that execution of the Agreement is contingent upon subsequent approval of this Agreement by the Board of Parks Commissioners.

SNOW EQUIPMENT AND CITY PROPERTY USE AGREEMENT
Between the City of Madison and Madison Nordic Ski Club, Inc.
For the 2025-2032 Calendar Years

THIS AGREEMENT, entered into by and between the City of Madison, a municipal corporation (hereinafter referred to as "City"), and the Madison Nordic Ski Club, Inc., a Wisconsin corporation (hereinafter referred to as "Club"), is effective as of the date by which both parties have signed hereunder.

WITNESSETH:

WHEREAS, the City is the owner of certain park lands in the City of Madison, Dane County, Wisconsin, including Elver Park, located at 1250 McKenna Blvd. in Madison, Odana Hills Golf Course, located at 4635 Odana Rd., and Door Creek Park, located at 7035 Littlemore Dr. ("the Properties"), and certain equipment used for winter activities, including snow groomers ("Snow Equipment"); and,

WHEREAS, Club consists of City and area residents who together organize cross-country skiing races, maintain cross-country ski trails, provide ski lessons, support high school and junior skiers, and raise funds for ski related projects to promote the continuous growth and development of cross-country skiing in the region; and,

WHEREAS, in 2016 and 2018, the City and the Club entered into Snow Equipment and City Property Use Agreements which allowed the Club to use the City's Snow Equipment to make snow for the Winter Festival and at Elver Park, and to groom the human-made and existing cross-country ski trails at Elver Park and other approved locations. These agreements benefitted the City by providing a greater level of service than the Parks Division was able to provide; and,

WHEREAS, in 2020, at Club's request, Central Cross Country Skiing Inc. ("CXC") took over the agreement and operated under its own use agreement through 2024, which agreement has not been renewed; and,

WHEREAS, the Club now desires to reenter into an agreement with the City pertaining to snow equipment and use of the City's Properties, which, given the Club's history, the City finds agreeable and in its best interest.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

1. Purpose. The purpose of this Snow Equipment and City Property Use Agreement ("Agreement") is to set forth the terms and conditions upon which the City will allow the Club to use the City's Snow Equipment, including, specifically, the City's groomers, and Club's own equipment to groom the City's cross-country skiing trails on the Properties, or other approved locations, and to store Club equipment at Elver Park. The Agreement also

sets forth the terms and conditions upon which the City will allow the Club to hold practices, lessons and competitions at Elver Park.

2. Term. This Agreement shall be effective upon execution by the parties hereto, and extend through Sept. 30, 2029. Unless this Agreement is terminated under Section 8, this Agreement may be renewed for an additional 3-year term, running from October 1, 2029 through September 30, 2032, upon written notice by the Club to the City no later than August 31, 2029. The City's decision to renew or not renew the Agreement for the following three-year term will be based upon the Club's performance under this Agreement and will solely be that of the Parks Superintendent, or their designee. The decision to renew or not renew the Agreement is not reviewable. The City shall inform Club within ten (10) days of receipt of Club's notice of its intent to renew the Agreement.

3. Grant of Authority. By entering into this Agreement, the City grants Club the authority to use the City's Snow Equipment, for its designated purpose only, at the Properties and other City owned lands that the City may, from time-to-time, make available for cross-country skiing ("City Property"), to groom the City's cross-country skiing trails, and to store Club equipment at Elver Park, pursuant to the terms and conditions as set forth in this Agreement. Club may also offer individual and group lessons for a fee during the Winter Festival under conditions specified in the special event permit.

4. Special Conditions of Use. By entering into this Agreement, Club agrees to the following special terms and conditions regarding the Club's use of the Snow Equipment and City Property:

   A. Permissible Users.

      (1) Any person operating or using the City's Snow Equipment on behalf of, in association with or at the direction of the Club, or using Club equipment on City Property (the "User"), must be approved by the Parks Division and also meet the following requirements:

         (a) The User must be familiar with the equipment and have received appropriate training on the equipment's operation, use and maintenance;

         (b) The User must be competent and qualified to operate and maintain the equipment in a safe manner and in strict accordance with the manufacturer's manual; and,

         (c) The User shall comply with all applicable laws, regulations, ordinances, rules and orders, and exercise due regard for persons and property in the operation of the equipment.

         (d) The User shall be registered as a volunteer on the City's Madison Parks Volunteer Website: https://cityofmadison.galaxydigital.com/.

(2) All Users under this Agreement shall wear the proper personal protective equipment when operating any equipment. The Club agrees to provide all of its employees and volunteers with any necessary equipment.

B. Grooming of Cross County Trails by Club.

(1) The Club will be allowed to use their own snowmobile groomer(s) to groom the cross-country ski trials at the Properties or any other location the City expressly grants permission for cross-country skiing in the future. The Club is also permitted to use their own heavy equipment to groom trails with prior approval by the Parks Division, including using the City's snow groomer sleds with the Club's own ATV equipment.

(2) The Club must keep a log of all grooming (what trails, what date, time and who performed grooming), and make it available to the City upon request.

(3) Prior to any trail grooming, contact must be made with the Parks Division informing the City of when and where grooming will occur.

(4) The City's PistenBully will be allowed to be used by the Club for grooming at Elver Park consistent with the requirements of this subsection. Other locations may be approved with the written permission of the Parks Division.

C. Storage of Club Groomers at Elver Park.

(1) The Club is allowed to store an ATV, Tidd Tech and other equipment as approved by the Parks Division, at the old concession building at Elver Park, other approved snow locations, and at specified City tennis courts during the cross-country ski season. If the City's tennis courts experience damage as a result of such storage, the equipment will be removed, and an alternative location will be identified at Elver Park. Damage caused by Madnorski, beyond normal wear and tear, will be Madnorski's responsibility to repair or pay Madison Parks the labor and material costs to repair.

(2) Storage of the above noted equipment is approved between December 1 and March 15. Storage prior to December 1 may be approved by the Parks Superintendent due to weather.

D. Trail Marking. Club is authorized to use one day in the fall to install their markers, and one day in the spring to remove them. While performing this work, Club vehicles must have a sign on the vehicle indicating who they are with, and any such work must be coordinated with the West Parks Supervisor before commencing marking work. If necessary, Club is responsible for calling the one-call system (aka Diggers Hotline) prior to performing any excavation work, as defined at Wis. Stat. Sec. 182.0175(1)(b), at City Properties.

E. Use of City Property.

(1) Activities. The Club will provide to the City a list of proposed Club activities, dates, times and estimated attendance at least two weeks prior to the start of the first activity, which may include dry running practice. The City will review and approve the activities that are permitted. All cross-country ski trails, including the human made trials, will remain open to the public. If the Club would like to close trail(s), the Club will submit a Parks Special Event application for review in the standard process and fees. All participants of activities are required to have a City cross-country ski permit and pay the standard price for ski rental, if renting equipment from the City.

(2) Reporting. Annually, the Club will provide the City with a list of the number of participants in the activities, residence location, demographics, gender (if provided), and age. If the City requests, the Club will supply to the City an accounting of the funds they are generating from activities in park(s) within one month of the request.

(3) Map of Annual Plan. By September 1 of each year, the Club will provide a detailed map of the route of proposed human-made trails, location of fencing, equipment placement, storage, port-a-potty and any other uses the Club is proposing for the City Property.

(4) Modifications and Improvements to Premises. The Club shall not make any modifications or changes to City Property except with the prior written approval of the Parks Superintendent, or designee.

(5) Parking and Access. This Agreement does not convey any special right to the Club, or to Club's employees, volunteers, contractors, agents, customers, invitees, or any other third party, to use the City parking spaces, driveways, delivery areas, bike paths, pedestrian walkways or other locations to park vehicles and/or access the City's Property. Any such use must be pursuant to the rules and regulations otherwise in place at the respective location, or as provided for in a separate agreement.

(6) Weapons Prohibition. The Club shall prohibit, and shall require its subcontractors to prohibit, its employees from carrying weapons, including concealed weapons, while using the City's Property under this Agreement.

(7) Shelter and Bathroom Access. The Club may use the City's shelters and bathrooms during established public hours. It is the Club's responsibility to know these hours. Club may place a privately maintained port-a-potty upon the City Property for bathroom needs. Location of the port-a-potty shall be approved by the Parks Division prior to placement.

(8) Additional Shelter Use. Club must provide Parks at least two weeks advance notice for winter and dry season uses of the City's shelter facilities at City

Property. Parks will provide two keys to designated Club representatives from November 1 to the end of the winter recreation season. Keys must be returned to the Parks Office at 330 E Lakeside St in Madison no later than the first Monday of March. Fees for shelter usage will be in line with the current fee structure for reserving shelters as approved by the Board of Park Commissioners.

(9) Lighting. Club must give at least two weeks notice requesting lights to have the lights turned on for any time of day during the spring and fall seasons.

(10) Collaboration for Special Events. Club and Parks agree to collaborate on certain special events, including Learn to Series, Nordic Walking, Cross Country Skiing, and Snowshoe Events, in the City parks. All special events, including the aforementioned events, must have at least one month advance notice to effectively plan and promote to the community.

(11) Donation Boxes and Signs. The Parks Division, with the approval of the Board of Park Commissioners, may authorize Club to place signage regarding donations on or near the cross-country ski paths being maintained by Club under this Agreement, or signs informing users how they may contribute to the costs to maintain the paths. The City shall not be responsible for any damage to these boxes or signs, nor any theft or loss that may occur resulting from the use thereof.

(12) Storage. Storage inside of winter recreation areas at the City Properties is unavailable to Club, including specifically storage for ski equipment such as skis, boots, and poles.

(13) Removal of Equipment. By March 20 of each year, Club is responsible for removing any fencing, equipment, storage, port-a-potties and other uses approved at City Properties. If Club cannot remove equipment by this date, Club must notify Parks Superintendent or designee to receive approval for an extension date.

(14) Driving in Park. Club may operate motor vehicles in the City Properties if they are necessary for snow grooming activities. In so doing, Club will take all possible safety precautions and only do so outside of peak recreation times. In addition, the ground must be in such a condition that such equipment and the use thereof will not damage the turf. Additionally, Club will take the following additional safety precautions:

(a) Clearly marking personal vehicles as “contractor” vehicles. Upon request Parks may make available magnetic stickers to be placed on the side of personal vehicles for this purpose.

(b) Modify or limit access to areas where personal vehicles are on Parks land.

(c) Signage will be placed letting users know that there are vehicles in use in the specified area(s)

F. Equipment Safety. The Club shall maintain its own equipment, including safety equipment, in a safe working order at all times. In addition, all equipment subject to this Agreement that is located on City Property for grooming must be safely secured and not create hazards to park users. Equipment storage and use must not unreasonably interfere with other park activities, such as ice skating and sledding.

G. Snow Equipment Maintenance. The City will perform annual service on the Snow Equipment and deliver the equipment in working order to Elver Park by December 1, unless grooming can begin prior to December 1 in which case an earlier delivery date will be established. During the winter season, the Club is responsible for maintaining the Snow Equipment. At the end of the winter season, or as otherwise agreed to by the Parties, the Club is responsible for returning the equipment to the City in working order.

H. Additional Conditions.

(1) The City may, at any time, suspend the Club's use of the Snow Equipment or City Property if the City has a need for the Snow Equipment or other use of the City Property. The City will, if possible, provide 48 hours advance notice of such a suspension. In addition, if the City determines that the Snow Equipment is being misused, operated in an unsafe manner, or in violation of rules of use (however provided), it may terminate this Agreement with no advance notice.

(2) The Club assumes all risk and liability for damage to the Snow Equipment or City Property arising out of the Club's activities under this Agreement. The Club will promptly notify the City in the event of any incident involving the Snow Equipment or on City Property, whether or not the incident causes bodily injury or property damage. The Club will promptly pay any charges the City incurs in repairing damage to or replacing the Snow Equipment or City Property, including reimbursement of any property insurance deductibles.

(3) The Club agrees that the City shall not be held responsible for any damage or loss to any of the Club's property, or any of its employees' or volunteers' property, while engaging in activities covered by this Agreement, whether the damage is caused by the City, its employees, contractors or others.

I. Fees and Charges.

(1) Trail Use Fee. No trail use fees will be charged by the City for weekly lessons, practices, and races due to the investment Club is making in support of grooming the trails.

(2) Special Lighting Charge. Outside of the City's official opening and closing of the cross-country ski trails at the City Property for the season, the cost of trail lighting will be the responsibility of the Club. Lighting rates will be charged in accordance with fees approved by the Board of Park Commissioners. The Club must provide a schedule for lighting needs at least two weeks prior to the beginning of the season and must contact Parks at least 48 hours in advance of the need to deviate from the schedule. Additional lighting will be used for all lessons or events used by the Club, including for dry run practices. The Club will pay lighting invoices within 30 days of receipt.

5. Indemnification and Insurance.

A. Indemnification. The Club shall be liable to and hereby agrees to indemnify, defend and hold harmless the City of Madison, and its officers, officials, agents, and employees against all loss or expense (including liability costs and attorney's fees) by reason of any claim or suit, or of liability imposed by law upon the City or its officers, officials, agents or employees for damages because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons or on account of damages to property, including loss of use thereof, arising from, in connection with, caused by or resulting from the Club's acts or omissions in the performance of this Agreement and use of the City's Snow Equipment or City Property, whether caused by or contributed to by the negligence of the City, its officers, officials, agents, or its employees.

B. Hazardous Substances; Indemnification. Club represents and warrants that its use of the City's Snow Equipment and City Property will not generate any hazardous substance, and it will not store or dispose on City property nor transport to or over City property any hazardous substance in violation of any applicable federal, state or local law, regulation or rule. Club further agrees to hold the City harmless from and indemnify the City against any release of such hazardous substance and any damage, loss, or expense or liability resulting from such release including all attorneys' fees, costs and penalties incurred as a result thereof except any release caused by the sole negligence or intentional acts of the City, its employees or agents. "Hazardous substance" shall be interpreted broadly to mean any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, hazardous or toxic radioactive substance, or other similar term by any federal, state or local environmental law, regulation or rule presently in effect or promulgated in the future, as such laws, regulations or rules may be amended from time to time; and it shall be interpreted to include, but not be limited to, any substance which after release into the environment will or may reasonably be anticipated to cause sickness, death or disease or damage to or loss of use of real or personal property.

C. Insurance.

(1) Required Coverage. The Club will insure, and will require each subcontractor to insure, as indicated, against the following risks to the extent stated below. The Club shall not commence work under this Agreement, nor shall the Club allow any Subcontractor to commence work on its Subcontract, until the insurance required below has been obtained and corresponding certificate(s) of insurance have been approved by the City Risk Manager.

(a) Commercial General Liability. During the life of this Agreement, the Club shall procure and maintain Commercial General Liability insurance including, but not limited to, bodily injury, property damage, personal injury, products and completed operations in an amount not less than $1,000,000 per occurrence. This policy shall also provide contractual liability in the same amount. The Club's coverage shall be primary and noncontributory, and list the City of Madison, its officers, officials, agents and employees as additional insureds. The Club shall require all subcontractors under this Agreement (if any) to procure and maintain insurance meeting the above criteria, applying on a primary basis and listing the City of Madison, its officers, officials, agents and employees as additional insureds.

(b) Automobile Liability. During the life of this Agreement, Club shall procure and maintain Business Automobile Liability insurance covering owned, non-owned and hired automobiles with limits of not less than $1,000,000 combined single limit per accident. Club shall require all subcontractors under this Contract (if any) to procure and maintain insurance covering each subcontractor and meeting the above criteria.

(c) Umbrella Liability. During the life of this Agreement, the Club shall procure and maintain Umbrella Liability coverage at least as broad as the underlying Commercial General Liability and Business Automobile Liability with minimum limits of $2,000,000 per occurrence and in the aggregate.

(d) Property Insurance. Club shall be solely responsible for carrying personal property insurance sufficient to cover the loss of all of its personal property on City Property. Such personnel property includes, but is not limited to, Club's snow grooming equipment and other vehicles. The City shall not be liable for any damage to or loss of property of Club or others located on the Premises except to the extent such damage or loss was caused by the City's sole negligence or willful act.

(2) Acceptability of Insurers. The above-required insurance is to be placed with insurers who have an A.M. Best rating of no less than A- (A minus) and a Financial Category rating of no less than VII.

(3) Proof of Insurance, Approval. The Club shall provide the City with certificate(s) of insurance showing the type, amount, class of operations covered, effective dates, and expiration dates of required policies prior to commencing work under this Agreement. Club shall provide the certificate(s) to the City's representative upon execution of the Agreement, or sooner, for approval by the City Risk Manager. The Club shall provide copies of additional insured endorsements or insurance policies, if requested by the City Risk Manager.

(4) Notice of Change in Policy. The Club and/or Insurer shall give the City thirty (30) days advance written notice of cancellation, non-renewal or material changes to any of the above-required policies during the term of this Agreement.

(5) Insufficient Coverage. In the event of expiration, material change, or cancellation of insurance required by this Agreement, Club shall immediately cease use of the Premises and the provision of the services under this Agreement until such time as proof of the required insurance is provided to the City Risk Manager consistent with the requirements of this Section.

(6) Risk Manager. All information required to be provided to the Risk Manager should be addressed as follows:

City of Madison
Attention: Risk Manager
210 Martin Luther King Jr. Blvd., Room 406
Madison, WI 53703-3345

6. Notices. All notices to be given under the terms of this Agreement shall be in writing and signed by the person serving the notice and shall be sent registered or certified mail, return receipt requested, postage prepaid, or hand delivered to the addresses of the parties listed below:

City: Superintendent of Parks
City Parks Division
330 E. Lakeside St.
Madison, WI 53715

Club: Madison Nordic Ski Club, Inc.
PO Box 44112
Madison, WI 53744

7. Non-Discrimination. In the performance of the services under this Agreement the Club agrees not to discriminate against any employee or applicant because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. Club further agrees not to discriminate against any subcontractor or person who offers to subcontract on this Agreement because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

8. Default/Termination.

   A. Except where otherwise noted in this Agreement, in the event Club shall default in any of the covenants, agreements, commitments, or conditions herein contained, or fails to fully perform and carry out any term or condition of this Agreement to the satisfaction of the City, and any such default shall continue unremedied for a period of ten (10) days after written notice thereof to Club, the City may, at its option and in addition to all other rights and remedies which it may have at law or in equity against Club, including expressly the specific enforcement hereof, forthwith have the cumulative right to immediately terminate this Agreement and all rights of Club under this Agreement.

   B. Notwithstanding paragraph A., above, the City may in its sole discretion and without any reason terminate this agreement at any time by furnishing the Club with ten (10) days' written notice of termination.

9. Status of Parties. It is agreed that Club is not an employee or representative of the City, and that any persons who Club utilizes and provides for services under this Agreement are employees or volunteers of Club and are not employees or volunteers of the City of Madison. In addition, it is agreed that by granting Club the right to use the Boat Launch for the purposes set forth herein, that the City is not granting Club the right to sell or distribute any City goods or services nor is there a community of interest, as that term is defined at Wis. Stat. Sec. 135.02(1), between the City and Club arising from this Agreement. The Parties both acknowledge that this Agreement does not create a dealership under Wis. Stat. Ch. 135.

10. Third Party Rights. This Agreement is intended to be solely between the parties hereto. No part of this Agreement shall be construed to add, supplement, amend, abridge or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

11. Assignability and Subcontracting. The Club shall not assign or subcontract any interest or obligation under this Agreement without the City's prior written approval. All of the services provided for hereunder shall be performed by the Club and employees or volunteers of the Club.

12. No Realty. It is expressly understood and agreed that this Agreement is not a lease or a conveyance of realty, but merely a granting to the Club of the right to use the City's Snow Equipment and use and maintain City Property for the purposes set forth herein.

13. Access to City Property. This Agreement gives the Club the non-exclusive right to use City Property and Snow Equipment for specific purposes. In no case shall this limited grant of rights be interpreted to preclude the City's or the public's access to the City's Property.

14. Amendments. This Agreement shall be binding on the parties hereto, their respective heirs, devisees, and successors, and cannot be varied or waived by any oral representations or promise of any agent or other person of the parties hereto. Any change in any provision of this Agreement may only be made by a written amendment, signed by the duly authorized agent or agents of the Club and the Parks Superintendent, or their designee.

15. No Waiver. No failure to exercise, and no delay in exercising, any right, power or remedy hereunder on the part of the City or the Club shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the City or Club therein. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.

16. Severability. It is mutually agreed that in case any provision of this Agreement is determined by any court of law to be unconstitutional, illegal or unenforceable, it is the intention of the parties that all other provisions of this Agreement remain in full force and effect.

17. Joint Preparation. Each Party and its counsel have participated fully in the review and revision of this Agreement and acknowledge that the preparation of this Agreement has been their joint effort. The language agreed to expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the Parties than the other. The language in this Agreement shall be interpreted as to its fair meaning and not strictly for or against any party.

18. Choice of Law and Forum Selection. This Agreement shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of Wisconsin. The parties agree, for any claim or suit or other dispute relating to this Agreement that cannot be mutually resolved, the venue shall be a court of competent jurisdiction within Dane County, State of Wisconsin and the parties agree to submit themselves to the jurisdiction of said court, to the exclusion of any other judicial district that may have jurisdiction over such a dispute according to any law.

19. Compliance with Applicable Laws. The Club shall become familiar with, and shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations

which in any manner affect the services or conduct of the Club and its agents and employees. The Club's failure to comply with any such laws, ordinances or regulations shall be a default subject to Section 8 of this Agreement.

20. Authority. The Club represents that it has the authority to enter into this Agreement and the person signing on behalf of the Club represents and warrants that he or she has been duly authorized to bind the Club and sign this Agreement on the Club's behalf.

21. Entire Agreement. The entire agreement of the Parties is contained herein and this Agreement supersedes any and all oral contracts and negotiations between the Parties.

22. Counterparts; Electronic Delivery. This Agreement and any document executed in connection herewith may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute the same document. Signatures on this Agreement may be exchanged between the Parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Agreement may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Agreement may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the Parties hereto, whether or not a hard copy is also delivered. Copies of this Agreement, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their proper officers on the day and year first above written.

FOR THE MADISON NORDIC SKI CLUB, INC.

_____ _____

Tamara Bryant, Executive Director Date

FOR THE CITY OF MADISON

_____ _____

Satya Rhodes-Conway, Mayor Date

_____ _____

Lydia A. McComas, City Clerk Date

Approved:

_____ _____
David P. Schmiedicke, Finance Director Date

Approved as to form:

_____ _____
Michael Haas, City Attorney Date

Execution of this Agreement by City is authorized by Resolution Enactment No. RES ___-_____, ID No. _____, adopted by the Common Council of the City of Madison on _____, 20_____, and the approval of the Board of Parks Commissioners on _____, 20_____.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90970

File ID:	90970	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PARK COMMISSIONERS
				File Created Date :	11/26/2025
File Name:	11881 Second Amendment to Lease			**Final Action:**	

Title: Authorizing the execution of a Second Amendment to Lease for the property at 354 E. Lakeside Street. (District 13)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 39.

Sponsors: Tag Evers

Effective Date:

Attachments: 11881 Resolution Exhibit A.pdf

Enactment Number:

Author: Lance Vest, Real Estate Specialist

Hearing Date:

Entered by: cklawiter@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/26/2025	Maggie McClain	Delegated	
1	2	11/26/2025	Robert Mulcahy	Delegated	
Notes:	Delegated: Out Of Office				
1	3	12/1/2025	Christine Koh	Delegated	
1	4	12/1/2025	Robert Mulcahy	Approve	12/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Economic Development Division	11/19/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Board of Park Commissioners (12/10/25), Finance Committee (1/5/26), Common Council (1/13/26)						
1	COMMON COUNCIL	12/09/2025	Referred	BOARD OF PARK COMMISSIONERS	12/10/2025		
	Action Text: This Resolution was Referred to the BOARD OF PARK COMMISSIONERS						
	Notes: Additional referral to Finance Committee						

1	BOARD OF PARK COMMISSIONERS	12/09/2025	Referred	FINANCE COMMITTEE	01/05/2026	
	Action Text:	This Resolution was Referred to the FINANCE COMMITTEE				
1	BOARD OF PARK COMMISSIONERS	12/10/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass
	Action Text:	Assistant Superintendent Lisa Laschinger provided an overview of the lease amendment and was available to answer questions. Motion made by Glenn, seconded by Probst, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. Motion passed by voice vote/other.				
1	FINANCE COMMITTEE	01/05/2026	Return to Lead with the Recommendation for Common Council to Adopt	BOARD OF PARK COMMISSIONERS		Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Return to Lead with the Recommendation for Common Council to Adopt to the BOARD OF PARK COMMISSIONERS. The motion passed by voice vote/other.				

Text of Legislative File 90970

Fiscal Note

The proposed resolution authorizes a second amendment to the lease for the property located at 354 E. Lakeside Street. Under the terms of the amendment, the tenant will pay rent to the City of $2,095 per month in monthly installments from January 1, 2026 to December 31, 2027 for a fifth option term. If the tenant agrees to renew for a sixth option term, the rent shall increase to $2,200 per month in monthly installments for a period of January 1, 2028 to December 31, 2028. Revenues from this lease will be deposited in the Parks Division's Operating Budgets (Munis #51110-43522). No additional appropriation is required.

Title

Authorizing the execution of a Second Amendment to Lease for the property at 354 E. Lakeside Street. (District 13)

Body

WHEREAS, the City is the owner of certain real property located at 354 E. Lakeside Street, Madison, Wisconsin, and depicted on attached Exhibit A (“Property”); and

WHEREAS, the City and the current tenant, S. Stevens (“Tenant”) are parties to that certain Lease, dated December 20, 2019, as amended by a First Amendment to Lease, dated December 20, 2022 (“Lease”); and

WHEREAS, the Lease was for an original term of one (1) year and in accordance with the terms of the Lease, the Tenant has exercised all of the Extension Options, as provided in Section 1.2(b) of the Lease, such that the current expiration date of the Lease is December 31, 2025; and

WHEREAS, the parties desire to amend the Lease to provide for two (2) additional Extension Options; the first for a period of two (2) years, and the second for a period of one (1) year; and

WHEREAS, the parties desire to amend the Lease to revise the amount of the monthly rent due as provided in Section 3.1 of the Lease.

NOW, THEREFORE, BE IT RESOLVED, that the Real Estate Services Manager of the Office of Real Estate Services is hereby authorized to execute the Second Amendment to Lease, subject to the following terms and conditions:

1. Section 1.2(b) of the Lease is amended to provide that the Tenant shall have two (2) additional Extension Options (the "Fifth Option Term" and "Sixth Option Term", respectively, each an "Option Term"). The parties agree that the Tenant has provided the requisite notice as set forth in said Section 1.2(b) and the City hereby agrees to extend the Lease for the Fifth Option Term, which shall begin on January 1st, 2026, and continue for a period of two (2) years, expiring at midnight on December 31, 2027. The Sixth Option Term shall be for a period of one (1) year, beginning on January 1st, 2028 and expiring at midnight on December 31, 2028. The Tenant may exercise the Sixth Option Term by giving written notice to the City at least sixty (60) days prior to the expiration of the Fifth Option Term.

2. Section 3.1 of the Lease is amended to provide that during the Fifth Option Term Tenant shall pay to City rent of $2,095.00 per month in monthly installments. If the Tenant opts to exercise the Sixth Option Term, the rental rate shall increase to $2,200.00 per month.

3. Except as expressly modified by this Second Amendment, all other provisions of the Lease remain unchanged and in full force and effect.

EXHIBIT A

LOCATION MAP

The Property

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90956

File ID:	90956	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/18/2025
File Name:	Accepting sanitary sewer, storm sewer, and street improvements (excluding bituminous surface pavement) constructed by Private Contract In Pope Farm Estates, Private Contract No. 8392.			**Final Action:**	

Title: Accepting sanitary sewer, storm sewer, and street improvements (excluding bituminous surface pavement) constructed by Private Contract In Pope Farm Estates, Private Contract No. 8392 (District 9).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	40.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	Pope Farm Estates Sanitary Schedule A Unit Cost.pdf, Pope Farm Estates Storm Schedule A Unit Cost.pdf, 8392 Street Schedule A excluding bituminous.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/18/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 90956

Fiscal Note

No City Funds required. Private Contract.

Title

Accepting sanitary sewer, storm sewer, and street improvements (excluding bituminous surface pavement) constructed by Private Contract In Pope Farm Estates, Private Contract No. 8392 (District 9).

Body

WHEREAS, Middleton Cross Plains Area School District, has satisfactorily completed the installation of sanitary sewer, storm sewer, and street improvements (excluding bituminous surface pavement) by private contract, in accordance with the City of Madison Standard Specifications for Public Works Construction, in: Pope Farm Estates.

NOW, THEREFORE, BE IT RESOLVED

1. That said sanitary sewer, storm sewer, and street improvements (excluding bituminous surface pavement) be and are hereby accepted.

2. That said sanitary sewer improvements are hereby assigned to the Madison Sewer Utility for ownership and maintenance and that the attached Schedule "A" representing the actual cost of construction of these improvements shall be reflected in the Madison Sewer Utility's "Utility Plant In Service".

SANITARY SEWER ACCOUNTING DATA

A)	Total Contract Value (including Engineering and Miscellaneous Costs)	$	226,488.64
B)	Contributions in Aid of Construction:		
	a) Public Sewer Components	$	226,488.64
	b) Sewer Laterals	$	-0-
C)	Investments in Capital (MSU Share)	$	-0-
D)	Total Plant Value	$	226,488.64

3. That said storm sewer improvements are hereby assigned to the Madison Storm Water Utility for ownership and maintenance and that the attached Schedule "A" representing the actual cost of construction of these improvements shall be reflected in the Madison Storm Water Utility's "Utility Plant In Service".

Increase in Total Plant Value per Schedule “A” $459,934.72.

4. That the street improvements, **excluding the bituminous pavement**, on the following streets be and are hereby accepted:

- Schewe Road from Old Sauk Road to Shadow Ridge Trail
- Schewe Road from Shadow Ridge Trail to River Birch Road
- Schewe Road from River Birch Road to 453 FT S of Blackhawk Road
- Schewe Road from 453 FT S of Blackhawk Road to Blackhawk Road
- River Birch Road from 160 FT W of Blue Aster Trail to Schewe Road
- Shadow Ridge Trail from 163 FT W of Blue Aster Trail to Schewe Road
- Schewe Road from Old Sauk Road to S of Schewe Road
- Old Sauk Road from W of OL 1 to Schewe Road
- Old Sauk Road from Schewe Road to 88 FT E of Schewe Road
- Old Sauk Road from 88 FT E of Schewe Road to E of Lot 1
- Blackhawk Road from W of Schewe Road to Schewe Road
- Blackhawk Road from Schewe Road to E of Schewe Road

The attached Schedule "A" representing the actual cost of construction of these improvements, which shall increase the street infrastructure value for Project No. 12598 by $981,365.56 for a useful life of 40 years.

SANITARY SEWER PLANT VALUE

(Schedule 'A' / Sanitary Structures)

Pope Farm Estates

12598

STRUCTURES

Description	Quantity	Unit	Unit Cost	Total Cost
4' DIAM SAS	16	EA	$ 4,500.00	$ 72,000.00
Engineering @ 12%				$ 8,640.00
Total Cost			$ 5,040.00	$ 80,640.00
Engineering @ 12%				
Total Cost			

SANITARY SEWER PLANT VALUE

(Schedule 'A' / Sanitary Pipes)

Pope Farm Estates

12598

PIPES

Description	Quantity	Unit	Unit Cost	Total Cost
8" PVC	2306	LF	$47.00	$ 108,382.00
Engineering @ 12%				$ 13,005.84
Total Cost			$ 52.64	$ 121,387.84
10" PVC	420	LF	$ 52.00	$ 21,840.00
Engineering @ 12%				$ 2,620.80
Total Cost			$ 58.24	$ 24,460.80
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
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Engineering @ 12%				
Total Cost				
GRAND TOTAL COST				$ 145,848.64

Prepared By: EEA

Date: 8/18/2025

STORM SEWER PLANT VALUE

(Schedule 'A' / Storm Structures)

Pope Farm Estates

12598

STRUCTURES

Description	Quantity	Unit	Unit Cost	Total Cost
H Inlet	12	EACH	$ 3,000.00	$ 36,000.00
Engineering @ 12%				$ 4,320.00
Total Cost			$ 3,360.00	$ 40,320.00
3X3 SAS	10	EACH	$ 3,100.00	$ 31,000.00
Engineering @ 12%				$ 3,720.00
Total Cost			$ 3,472.00	$ 34,720.00
4X4 SAS	3	EACH	$ 4,700.00	$ 14,100.00
Engineering @ 12%				$ 1,692.00
Total Cost			$ 5,264.00	$ 15,792.00
5X5 SAS	3	EACH	$ 5,300.00	$ 15,900.00
Engineering @ 12%				$ 1,908.00
Total Cost			$ 5,936.00	$ 17,808.00
6X6 SAS	4	EACH	$ 6,900.00	$ 27,600.00
Engineering @ 12%				$ 3,312.00
Total Cost			$ 7,728.00	$ 30,912.00
Terrace Inlet Type 2	1	EACH	$ 6,600.00	$ 6,600.00
Engineering @ 12%				$ 792.00
Total Cost			$ 7,392.00	$ 7,392.00
Terrace Inlet Type 3	3	EACH	$ 5,700.00	$ 17,100.00
Engineering @ 12%				$ 2,052.00
Total Cost			$ 6,384.00	$ 19,152.00
12" RCP Apron End w/ Gate	1	EACH	$ 2,000.00	$ 2,000.00
Engineering @ 12%				$ 240.00
Total Cost			$ 2,240.00	$ 2,240.00
18" RCP Apron End	6	EACH	$ 2,200.00	$ 13,200.00
Engineering @ 12%				$ 1,584.00
Total Cost			$ 2,464.00	$ 14,784.00
24" RCP Apron End w/ Gate	1	EACH	$ 2,400.00	$ 2,400.00
Engineering @ 12%				$ 288.00
Total Cost			$ 2,688.00	$ 2,688.00
36" RCP Apron End w/ Gate	1	EACH	$ 2,600.00	$ 2,600.00
Engineering @ 12%				$ 312.00
Total Cost			$ 2,912.00	$ 2,912.00
24"x38" HERCP Apron End w/ Gate	5	EACH	$ 2,650.00	$ 13,250.00
Engineering @ 12%				$ 1,590.00
Total Cost			$ 2,968.00	$ 14,840.00
38"x60" HERCP Apron End w/ Gate	1	EACH	$ 3,700.00	$ 3,700.00
Engineering @ 12%				$ 444.00
Total Cost			$ 4,144.00	$ 4,144.00
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
GRAND TOTAL COST				$ 207,704.00

Prepared By: EEA

Total Storm Sewer Improvements: $ 459,934.72

Date: 8/18/2025

STORM SEWER PLANT VALUE

(Schedule 'A' / Storm Pipes)

Pope Farm Estates

12598

PIPES

Description	Quantity	Unit	Unit Cost	Total Cost
12" RCP	552	LF	$ 45.00	$ 24,840.00
Engineering @ 12%				$ 2,980.80
Total Cost			$ 50.40	$ 27,820.80
15" RCP	93	LF	$ 48.00	$ 4,464.00
Engineering @ 12%				$ 535.68
Total Cost			$ 53.76	$ 4,999.68
18" RCP	1221	LF	$ 51.00	$ 62,271.00
Engineering @ 12%				$ 7,472.52
Total Cost			$ 57.12	$ 69,743.52
21" RCP	31	LF	$ 55.00	$ 1,705.00
Engineering @ 12%				$ 204.60
Total Cost			$ 61.60	$ 1,909.60
24" RCP	564	LF	$ 60.00	$ 33,840.00
Engineering @ 12%				$ 4,060.80
Total Cost			$ 67.20	$ 37,900.80
30" RCP	273	LF	$ 82.00	$ 22,386.00
Engineering @ 12%				$ 2,686.32
Total Cost			$ 91.84	$ 25,072.32
36" RCP	75	LF	$ 100.00	$ 7,500.00
Engineering @ 12%				$ 900.00
Total Cost			$ 112.00	$ 8,400.00
42" RCP	144	LF	$ 135.00	$ 19,440.00
Engineering @ 12%				$ 2,332.80
Total Cost			$ 151.20	$ 21,772.80
24"X38" HERCP	297	LF	$ 120.00	$ 35,640.00
Engineering @ 12%				$ 4,276.80
Total Cost			$ 134.40	$ 39,916.80
38"X60" HERCP	64	LF	$ 205.00	$ 13,120.00
Engineering @ 12%				$ 1,574.40
Total Cost			$ 229.60	$ 14,694.40
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
Engineering @ 12%				
Total Cost				
GRAND TOTAL COST				$ 252,230.72

Prepared By: EEA

Date: 8/18/2025

STREET PLANT VALUE

DOES NOT INCLUDE BITUMINOUS SURFACE
WITH SIDEWALK

Pope Farm Estates
12598

STREET

Description	From	To	Quantity	Unit	Unit Cost	Total Cost
Schewe Road	**Old Sauk Road**	**Shadow Ridge Trail**	900	LF		$ 159,747.60
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 19,169.71
MS LINK NO. 26,421				***Total Cost***		$ 178,917.31
Schewe Road	**Shadow Ridge Trail**	**River Birch Road**	1075	LF		$ 190,642.29
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 22,877.07
MS LINK NO. 26,422				***Total Cost***		$ 213,519.36
Schewe Road	**River Birch Road**	**453 FT S of Blackhawk Road**	425	LF		$ 75,460.27
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 9,055.23
MS LINK NO. 26,423				***Total Cost***		$ 84,515.50
Schewe Road	**453 FT S of Blackhawk Road**	**Blackhawk Road**	467	LF		$ 82,875.00
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 9,945.00
MS LINK NO. 26,516				***Total Cost***		$ 92,820.00
River Birch Road	**160 FT W Of Blue Aster Trl**	**Schewe Road**	181	LF		$ 15,958.79
Type 'A' Pavement 32' wide				*Engineering @ 12%*		$ 1,915.05
MS LINK NO. 26,424				***Total Cost***		$ 17,873.84
Shadow Ridge Trail	**163 FT W of Blue Aster Trl**	**Schewe Road**	290	LF		$ 25,310.21
Type 'A' Pavement 32' wide				*Engineering @ 12%*		$ 3,037.23
MS LINK NO. 26,425				***Total Cost***		$ 28,347.44
Schewe Road	**Old Sauk Road**	**S of Schewe Road**	570	LF		$ 131,872.10
Type 'B' Pavement 20' wide				*Engineering @ 12%*		$ 15,824.65
MS LINK NO. 13,188				***Total Cost***		$ 147,696.75
Old Sauk Road	**W of OL 1**	**Schewe Road**	450	LF		$ 70,119.55
Type 'C' Pavement 22' wide				*Engineering @ 12%*		$ 8,414.35
MS LINK NO. 24,395				***Total Cost***		$ 78,533.90
Old Sauk Road	**Schewe Road**	**88 FT E of Schewe Road**	88	LF		$ 28,776.60
Type 'C' Pavement 22' wide				*Engineering @ 12%*		$ 3,453.19
MS LINK NO.26,415				***Total Cost***		$ 32,229.79
Old Sauk Road	**88 FT E of Schewe Road**	**E of Lot 1**	212	LF		$ 11,933.32
Type 'C' Pavement 22' wide				*Engineering @ 12%*		$ 1,432.00
MS LINK NO. 26,242				***Total Cost***		$ 13,365.32
Blackhawk Road	**W of Schewe Road**	**Schewe Road**	189	LF		$ 23,132.80
Type 'C' Pavement 33' wide				*Engineering @ 12%*		$ 2,775.94
MS LINK NO. 11,917				***Total Cost***		$ 25,908.74
Blackhawk Road	**Schewe Road**	**E of Schewe Road**	177	LF		$ 13,846.15
Type 'C' Pavement 33' wide				*Engineering @ 12%*		$ 1,661.54
MS LINK NO. 26,524				***Total Cost***		$ 15,507.69
				Engineering @ 12%		
				Total Cost		
				Engineering @ 12%		
				Total Cost		
GRAND TOTAL COST						$ 929,235.64

TOTAL STREET IMPROVEMENTS $ 981,365.56

Prepared By: aek
Date: 11/18/2025

STREET PLANT VALUE
SIDEWALKS

Pope Farm Estates
12598

SIDEWALK

Description	Limits	Limits	Quantity	Unit	Unit Cost	Total Cost
Multi use Path	**Old Sauk Road**	**Shadow Ridge Trail**	8,672	SF		$ 14,482.24
10' wide			*Engineering @ 12%*			$ 1,737.87
MS LINK NO. 26,421				***Total Cost***		$ 16,220.11
Multi use Path	**Shadow Ridge Trail**	**River Birch Road**	10,750	SF		$ 17,952.50
10' wide			*Engineering @ 12%*			$ 2,154.30
MS LINK NO. 26,422				***Total Cost***		$ 20,106.80
Multi use Path	**River Birch Road**	**453 FT S of Blackhawk Road**	4,200	SF		$ 7,014.00
10' wide			*Engineering @ 12%*			$ 841.68
MS LINK NO. 26,423				***Total Cost***		$ 7,855.68
Multi use Path	**453 FT S of Blackhawk Road**	**Blackhawk Road**	4,249	SF		$ 7,095.83
10' wide			*Engineering @ 12%*			$ 851.50
MS LINK NO. 26,516				***Total Cost***		$ 7,947.33
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
GRAND TOTAL COST						$ 52,129.92

Prepared By: aek
Date: 11/18/2025

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91014

File ID:	91014	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/24/2025
File Name:	Revising the Plans and Specifications for the Pflaum Road Resurfacing Assessment District -2025			**Final Action:**	

Title: Revising the Plans and Specifications for the Pflaum Road Resurfacing Assessment District - 2025 (District 15).

Notes: Steve Sonntag

		CC Agenda Date:	01/13/2026
		Agenda Number:	41.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	90283.pdf, 87631.pdf, 14781EN-Pflaum Road revised geometrics.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/24/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Kliems, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91014

Fiscal Note

The proposed resolution revises the plans and specifications for the Pflaum Road Resurfacing Assessment District - 2025 to narrow the roadway to include a new 8-10 foot wide grade separated shared use path or cycle track along the norht side of Pflaum Road. The total estimated cost and assessments are unchanged from the original approved resolution. RES-25-00234 (Legistar #87631) approved on April 15, 2025, authorized funding for the total estimated cost of the project of $4,697,750 comprised of $4,324,483.40 in City costs and $373,266.60 in assessments. Funding for the City portion of costs is available in the 2025 Adopted Capital Budgets for Engineering - Major Streets (Munis #14781 - $3,145,250) and Water Utility (Munis #15169 - $1,552,500). No additional appropriation is required.

Title

Revising the Plans and Specifications for the Pflaum Road Resurfacing Assessment District - 2025 (District 15).

Body

The revised geometrics were approved by the Transportation Commission on 10/8/2025 (file # 90283). The Board of Public Works and the City Engineer having made reports of all proceedings in relation to the improvement of Pflaum Road Resurfacing Assessment District - 2025, pursuant to a resolution of the Common Council, Resolution No. 25-00150, ID No 87252, adopted 3/14/25, which resolution was adopted thereto, and the provisions of the Madison General Ordinances and the Wisconsin Statutes in such case made and provided, and the Common Council being fully advised.

BE IT HERBY RESOLVED:

1. That the geometrics for the Pflaum Road Resurfacing Assessment District- 2025 adopted in RES-25-00234 are hereby revised to narrow the roadway to include a new 8 -10 foot wide grade separated shared use path or cycle track along the north side of Pflaum Road for the entire length of the project.

City of Madison

City of Madison
Madison, WI 53703
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File Number: 90283

File ID:	90283	**File Type:**	Miscellaneous	**Status:**	Approved
Version:	1	**Reference:**		**Controlling Body:**	TRANSPORTATION COMMISSION
Lead Referral:		**Cost:**		**File Created Date :**	10/03/2025
File Name:				**Final Action:**	10/08/2025

Title: Public Works Transportation Projects - Pflaum Road

Notes:

Code Sections:

CC Agenda Date:

Indexes:

Agenda Number: 3.

Sponsors:

Effective Date:

Attachments: [staff] FW_ Pflaum Road 10_8 TC Meeting.pdf, [staff] 14781 Pflaum Road_TC.pdf, [public] Option 3 for Pflaum Rd.pdf, [public] Option 3 for Pflaum Rd (Martinson).pdf, [public] Pflaum Rd (Item 90283) - Modify Option 3.pdf, [public] Plaum Road, Agenda Item 90283.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: ALarson2@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	TRANSPORTATION COMMISSION	10/08/2025	Approve with Amendment(s)				Pass

Action Text: Project Manager Steve Sonntag with Engineering provided verbal reports and, along with Traffic Engineer Ali Heinritz, was available for questions.

Martinez-Rutherford moved to approve option 3 and ask staff to consider adding merge ramps for the bike path to the design, seconded by Ochowicz. The motion passed by voice vote/other.

Text of Legislative File 90283

Title

Public Works Transportation Projects - Pflaum Road

City of Madison

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Madison, WI 53703
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File Number: 90283

City of Madison

City of Madison
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Master

File Number: 87631

File ID:	87631	**File Type:**	Resolution	**Status:**	Passed
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
Lead Referral:	BOARD OF PUBLIC WORKS	**Cost:**		**File Created Date :**	03/19/2025
File Name:	Approving Plans, Specifications, And Schedule Of Assessments For Pflaum Road Resurfacing Assessment District - 2025.			**Final Action:**	04/15/2025

Title: Approving Plans, Specifications, And Schedule Of Assessments For Pflaum Road Resurfacing Assessment District - 2025. (District 15)

Notes: Steve Sonntag

Code Sections:		**CC Agenda Date:**	04/15/2025
Indexes:		**Agenda Number:**	7.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	04/18/2025
Attachments:	Pflaum Resurfacing 2025 Exhibit.pdf, BPW Mailing.pdf, 14781_BPW Notes_032725pdf.pdf, 87631 Public Comment Registrants Report.pdf	**Enactment Number:**	RES-25-00234
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	4/9/2025	Robert Mulcahy	Approve	4/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	03/19/2025	Refer	BOARD OF PUBLIC WORKS		04/02/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
	Notes: Board of Public Works (4/2/25), Common Council (4/15/25).						
1	BOARD OF PUBLIC WORKS	04/02/2025	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING				Pass
	Action Text: A motion was made by Clausius, seconded by Ald. Guequierre, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.						

1	COMMON COUNCIL	04/15/2025	Adopt and Close the Public Hearing	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Adopt and Close the Public Hearing. The motion passed by voice vote/other.

Text of Legislative File 87631

Fiscal Note

The proposed resolution approves plans, specifications, and assessments and authorizes the Board of Public Works to advertise and receive bids for the Pflaum Road Resurfacing Assessment District - 2025. The total estimated cost of the project is $4,697,750 comprised of $4,324,483.40 in City costs and $373,266.60 in assessments. Funding for the City portion of costs is available in the 2025 Adopted Capital Budgets for Engineering - Major Streets (Munis #14781 - $3,145,250) and Water Utility (Munis #15169 - $1,552,500). No additional appropriation is required.

Title

Approving Plans, Specifications, And Schedule Of Assessments For Pflaum Road Resurfacing Assessment District - 2025. (District 15)

Body

The Board of Public Works and the City Engineer having made reports of all proceedings in relation to the improvement of Pflaum Road Resurfacing Assessment District - 2025, pursuant to a resolution of the Common Council, Resolution No. 25-00150, ID No 87252, adopted 3/14/25, which resolution was adopted thereto, and the provisions of the Madison General Ordinances and the Wisconsin Statutes in such case made and provided, and the Common Council being fully advised.

BE IT RESOLVED:

1. That the City at large is justly chargeable with and shall pay the sum of $4,324,483.40 of the entire cost of said improvement.
2. That for those eligible property owners requesting construction of a rain garden in the public right-of-way adjacent to their property shall execute the necessary waiver of special assessments on forms provided by the City Engineer;
3. That the sum assigned to each separate parcel, as indicated on the attached schedule of assessment, is hereby specially assessed upon each such parcel.
4. That the Common Council determines such special assessments to be reasonable.
5. That the work or improvement be carried out in accordance with the reports as finally approved.
6. That such work or improvement represents an exercise of the police power of the City of Madison.
7. That the plans & specifications and schedule of assessments in the Report of the Board of Public Works and the Report of the City Engineer for the above named improvement be and are hereby approved.
8. That the Board of Public Works be and is hereby authorized to advertise for and receive bids for the said improvements.
9. That the due date by which all such special assessments shall be paid in full is October 31st of the year in which it is billed, or,
10. That such special assessments shall be collected in eight (8) equal installments, with interest thereon at 4.0 percent per annum, except those special assessments paid in full on or before October 31st of that year.
11. That the Mayor and City Clerk are hereby authorized to accept dedication of lands and/or grant of easements from the adjacent Owners as necessary for public improvement located

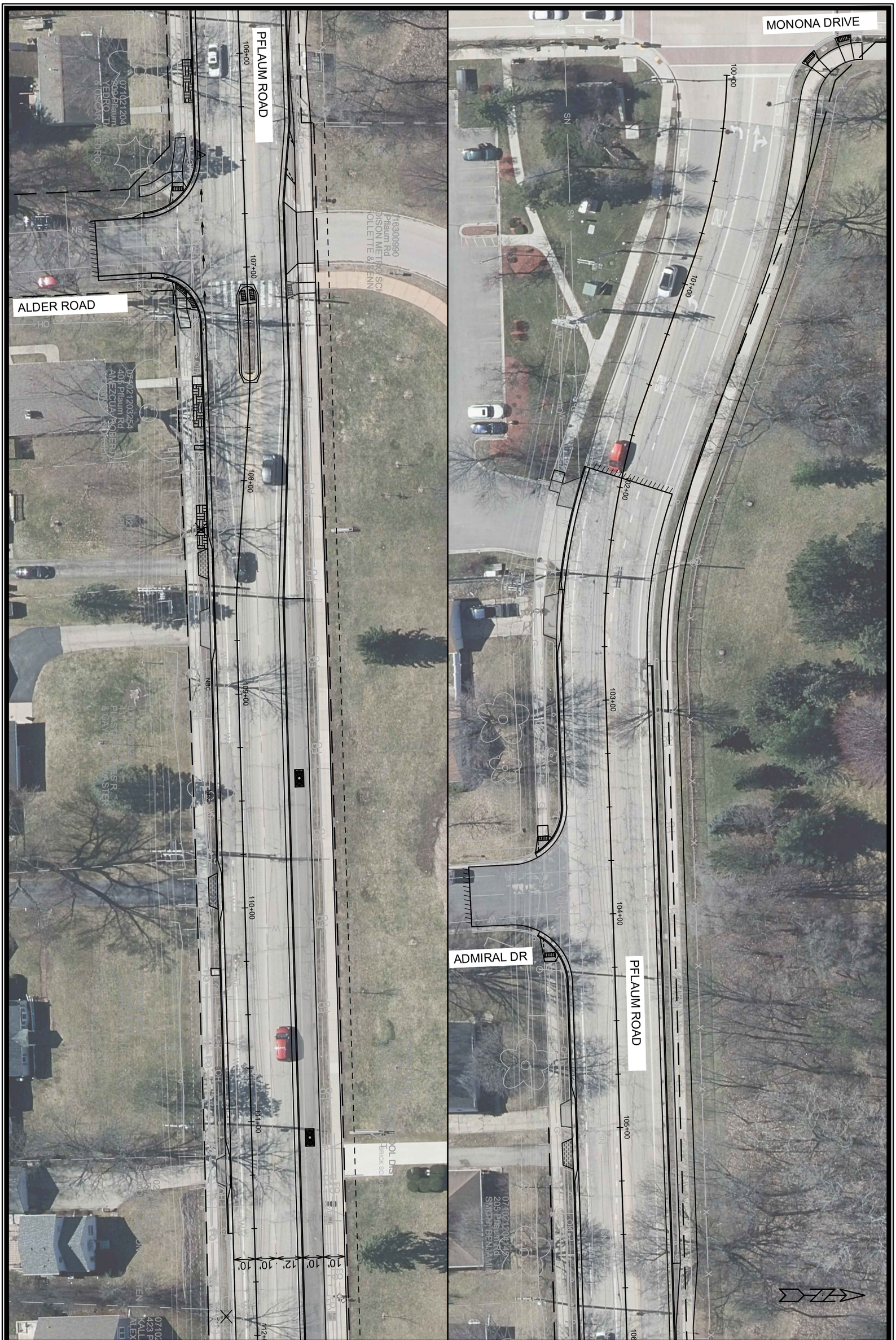
outside of existing public fee title or easement right-of-ways.

INSTALLMENT ASSESSMENT NOTICE

Notice is hereby given that a contract has been (or is about to be) let for Pflaum Road Resurfacing Assessment District - 2025, and that the amount of the special assessment therefore has been determined as to each parcel of real estate affected thereby and a statement of the same is on file with the City Clerk; it is proposed to collect the same in eight (8) installments, as provided for by Section 66.0715 of the Wisconsin Statutes, with interest thereon at 4.0 percent per annum; that all assessments will be collected in installments as above provided except such assessments on property where the owner of the same has paid the assessment to the City Treasurer on or before the next succeeding November 1st.

NOTICE OF APPEAL RIGHTS

"Pursuant to Sec.4.09(14), Madison General Ordinances, as authorized by Sec. 66.0701(2), Wisconsin Statutes, any person against whose land a special assessment has been levied by this resolution has the right to appeal therefrom in the manner prescribed in Sec. 66.0703(12), Wisconsin Statutes, within forty (40) days of the day of the final determination of the Common Council, said date being the date of adoption of this resolution."



14781 O-1	OVERVIEW PLAN	14781	
	PFLAUM ROAD ASSESSMENT DISTRICT 2025	MADISON, WI	
	M:\DESIGN\Projects\14781\CAD\Streets\14781EN-Corridor_No2.dwg	CONTRACT NO:	8747

MARK	REVISION	DATE	BY
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Designed By: IO | Date: 11/12/2025 8:44 AM | Scale: 1:40

14781 | O-1

PFLAUM ROAD

GROVELAND TERR.

112+00 113+00 114+00 115+00 116+00 117+00 118+00

NRC NRC

5' 8' 8' 12' 12'

071021203204
423 Pflaum Rd
KALLAS, KAYLA
ALEXANDER ARENDT

071021203197
501 Pflaum Rd
PEARCE-HAYDEN, AMY

071021203262
503 Pflaum Rd
MURDY, JOSHUA ANTHONY
JESSICA ANN MURDY

071021203171
509 Pflaum Rd
ORENSON, ROGER & DT

071021202016
601 Pflaum Rd
STILT, JEANNE M

PFLAUM ROAD

119+00 120+00 121+00 122+00 123+00 124+00

NRC NRC NRC

CURB OUTLET

3.0' 5.2'

5' 10' 8' 13' 13'

071021202214
725 Pflaum Rd
BLUM, TARA

071021202220
725 Pflaum Rd
LIEN, RACHEL
SHANKAR LAKSHMA

071021202199
729 Pflaum Rd
WISCONSIN TEL
ASSISTANT SEC

MARK	REVISION	DATE	BY
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Designed By: IO | Date: 11/12/2025 8:39 AM | Scale: 1:40

14781

MADISON, WI

CONTRACT NO: 8747

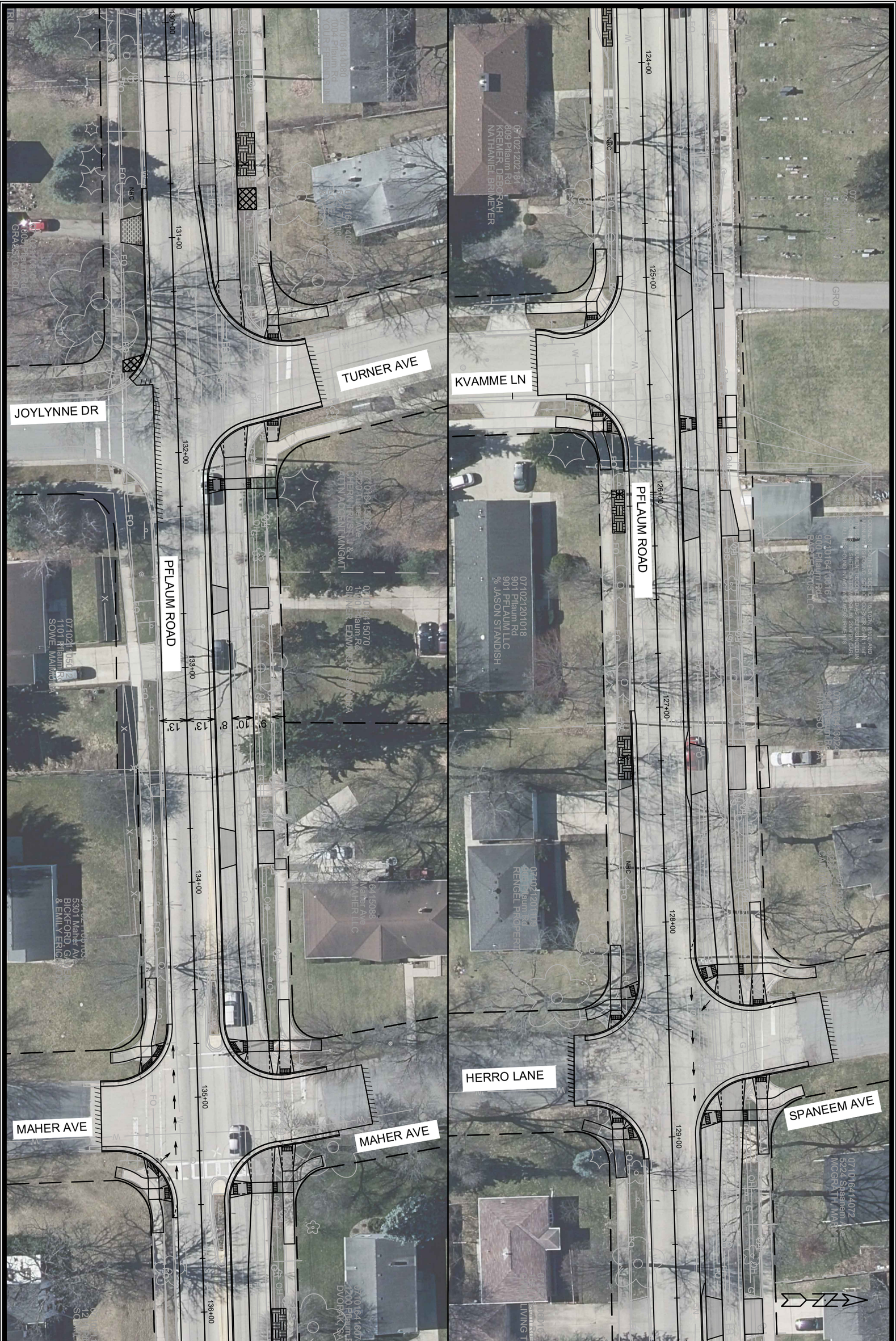
OVERVIEW PLAN

PFLAUM ROAD ASSESSMENT DISTRICT 2025

M:\DESIGN\Projects\14781\CAD\Streets\14781EN-Corridor_No2.dwg

14781

O-2


TURNER AVE
KVAMME LN
JOYLYNNE DR
PFLAUM ROAD
PFLAUM ROAD
HERRO LANE
SPANEEM AVE
MAHER AVE
MAHER AVE
130+00
131+00
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13'
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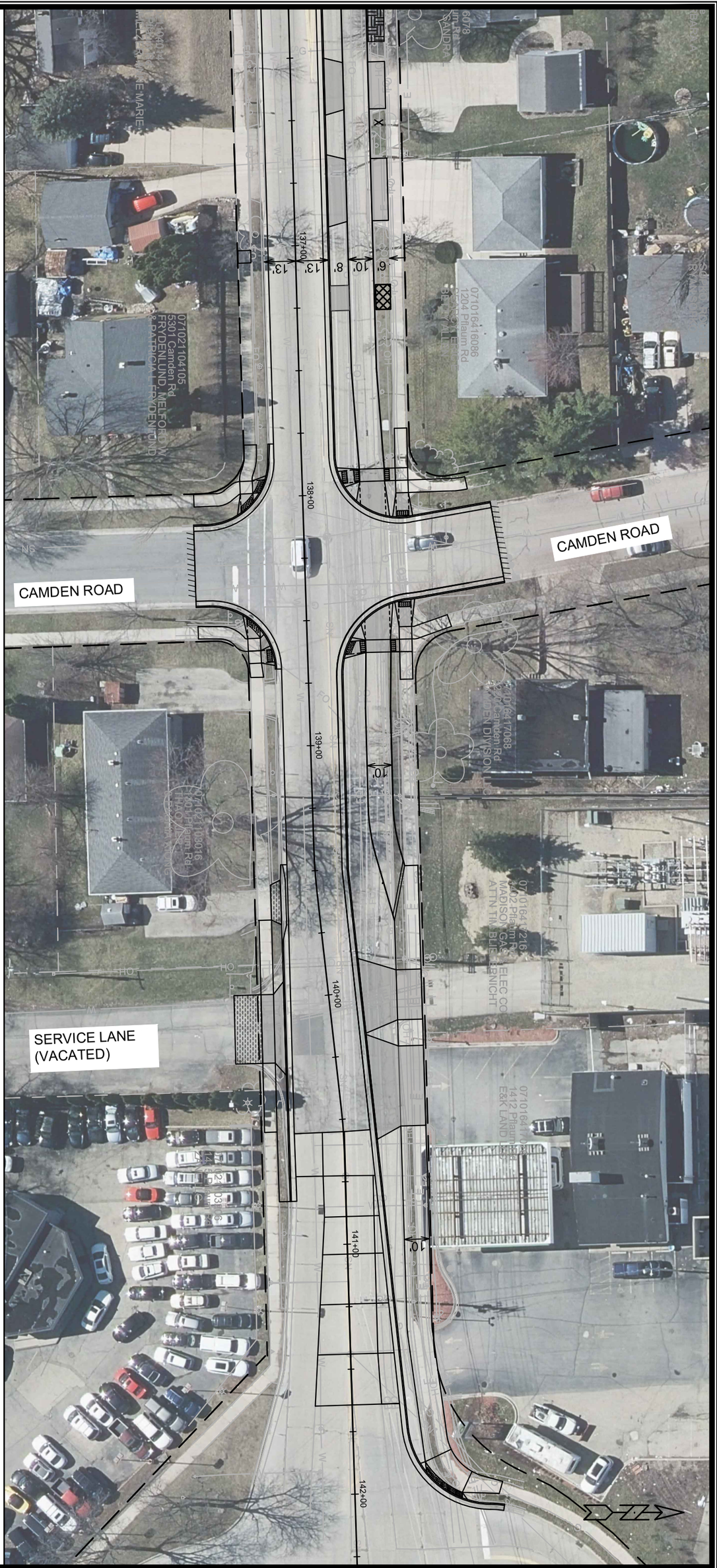
07102120181
809 Pflaum Rd
KREMER, DEBORAH
NATHANIEL BRUMEYER



14781	OVERVIEW PLAN	14781	
O-4	PFLAUM ROAD ASSESSMENT DISTRICT 2025	MADISON, WI	
	M:\DESIGN\Projects\14781\CAD\Streets\14781EN-Corridor_No2.dwg	CONTRACT NO:	8747

MARK	REVISION	DATE	BY
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Designed By: IO	Date: 11/12/2025 8:52 AM	Scale: 1:40
14781		O-4

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91015

File ID:	91015	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/24/2025
File Name:	Accepting bituminous surface pavement constructed by Private Contract in Pope Farm Estates, Private Contract No. 8400.			**Final Action:**	

Title: Accepting bituminous surface pavement constructed by Private Contract in Pope Farm Estates, Private Contract No. 8400. (District 9)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	42.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	8400 Streets Schedule A bituminous.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/24/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91015

Fiscal Note

No City Funds required. Private Contract.

Title

Accepting bituminous surface pavement constructed by Private Contract in Pope Farm Estates, Private Contract No. 8400. (District 9)

Body

WHEREAS, Middleton Cross Plains Area School District has satisfactorily completed the installation bituminous surface pavement by private contract, in accordance with the City of Madison Standard Specifications for Public Works Construction, for: Pope Farm Estates.

NOW, THEREFORE, BE IT RESOLVED

That the bituminous surface street improvements on the following streets be and are hereby accepted:

- Schewe Road from Old Sauk Road to Shadow Ridge Trail
- Schewe Road from Shadow Ridge Trail to River Birch Road
- Schewe Road from River Birch Road to 453 FT S of Blackhawk Road
- Schewe Road from 453 FT S of Blackhawk Road to Blackhawk Road
- River Birch Road from 160 FT W of Blue Aster Trail to Schewe Road
- Shadow Ridge Trail from 163 FT W of Blue Aster Trail to Schewe Road
- Schewe Road from Old Sauk Road to S of Schewe Road
- Old Sauk Road from W of OL 1 to Schewe Road
- Old Sauk Road from Schewe Road to 88 FT E of Schewe Road
- Old Sauk Road from 88 FT E of Schewe Road to E of Lot 1
- Blackhawk Road from W of Schewe Road to Schewe Road
- Blackhawk Road from Schewe Road to E of Schewe Road

The attached Schedule "A" representing the actual cost of construction of these improvements, which shall increase the street infrastructure value for Project No. 12304 by $108,599.43 for a useful life of 40 years.

STREET PLANT VALUE
BITUMINOUS SURFACE

Pope Farm Estates - Surface Paving
12304

STREET

Description	From	To	Quantity	Unit	Unit Cost	Total Cost
Schewe Road	**Old Sauk Road**	**Shadow Ridge Trail**	900	LF		$ 19,968.00
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 2,396.16
MS LINK NO. 26,421				***Total Cost***		$ 22,364.16
Schewe Road	**Shadow Ridge Trail**	**River Birch Road**	1075	LF		$ 23,850.67
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 2,862.08
MS LINK NO. 26,422				***Total Cost***		$ 26,712.75
Schewe Road	**River Birch Road**	**453 FT S of Blackhawk Road**	425	LF		$ 9,429.33
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 1,131.52
MS LINK NO. 26,423				***Total Cost***		$ 10,560.85
Schewe Road	**453 FT S of Blackhawk Road**	**Blackhawk Road**	467	LF		$ 10,361.17
Type 'B' Pavement 36' wide				*Engineering @ 12%*		$ 1,243.34
MS LINK NO. 26,516				***Total Cost***		$ 11,604.51
River Birch Road	**160 FT W Of Blue Aster Trl**	**Schewe Road**	181	LF		$ 3,513.81
Type 'A' Pavement 32' wide				*Engineering @ 12%*		$ 421.66
MS LINK NO. 26,424				***Total Cost***		$ 3,935.47
Shadow Ridge Trail	**163 FT W of Blue Aster Trl**	**Schewe Road**	290	LF		$ 5,629.87
Type 'A' Pavement 32' wide				*Engineering @ 12%*		$ 675.58
MS LINK NO. 26,425				***Total Cost***		$ 6,305.45
Schewe Road	**Old Sauk Road**	**S of Schewe Road**	570	LF		$ 7,904.00
Type 'B' Pavement 20' wide				*Engineering @ 12%*		$ 948.48
MS LINK NO. 13,188				***Total Cost***		$ 8,852.48
Old Sauk Road	**W of OL 1**	**Schewe Road**	450	LF		$ 6,420.00
Type 'C' Pavement 22' wide				*Engineering @ 12%*		$ 770.40
MS LINK NO. 24,395				***Total Cost***		$ 7,190.40
Old Sauk Road	**Schewe Road**	**88 FT E of Schewe Road**	88	LF		$ 1,220.27
Type 'C' Pavement 22' wide				*Engineering @ 12%*		$ 146.43
MS LINK NO.26,415				***Total Cost***		$ 1,366.70
Old Sauk Road	**88 FT E of Schewe Road**	**E of Lot 1**	121	LF		$ 1,677.87
Type 'C' Pavement 22' wide				*Engineering @ 12%*		$ 201.34
MS LINK NO. 26,242				***Total Cost***		$ 1,879.21
Blackhawk Road	**W of Schewe Road**	**Schewe Road**	189	LF		$ 3,669.12
Type 'C' Pavement 33' wide				*Engineering @ 12%*		$ 440.29
MS LINK NO. 11,917				***Total Cost***		$ 4,109.41
Blackhawk Road	**Schewe Road**	**E of Schewe Road**	171	LF		$ 3,319.68
Type 'C' Pavement 33' wide				*Engineering @ 12%*		$ 398.36
MS LINK NO. 26,524				***Total Cost***		$ 3,718.04
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
GRAND TOTAL COST						$ 108,599.43

TOTAL STREET IMPROVEMENTS $ 108,599.43

Prepared By: aek
Date: 11/20/2025

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91016

File ID:	91016	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/24/2025
File Name:	Report of Engineering of Non-Bid Contract for Red Sky Dr Flood Mitigation - 2024.			**Final Action:**	
Title:	Report of Engineering of Non-Bid Contract for Red Sky Dr Flood Mitigation - 2024. (District 9)				
Notes:	Daniel Olivares				
				CC Agenda Date:	01/13/2026
				Agenda Number:	43.
Sponsors:	BOARD OF PUBLIC WORKS			**Effective Date:**	
Attachments:	Report to Council_Red Sky Dr (2024).pdf			**Enactment Number:**	
Author:	Jim Wolfe, City Engineer			**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com			**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/24/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Guequierre, seconded by Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91016

Fiscal Note

No appropriation required.

Title

Report of Engineering of Non-Bid Contract for Red Sky Dr Flood Mitigation - 2024. (District 9)

Body

The attached report has been prepared by City Engineering pursuant to the requirements of Wis.Stat. Sec 62.15(14) and MGO Sec. 33.07(6)(b).

Report to Council of Non-Bid Public Works Construction Project Completed Using City Staff

Project: Red Sky Dr Flood Mitigation – 2024
Date: 11/24/2025
Agency: Engineering
Final Cost: $61,907.29

Background

Red Sky Dr storm sewer collection was improved with a 2024 Flood Mitigation project. City of Madison-owned public sewer installed within an easement between the lots of 9706 and 9170 Red Sky Dr has been documented to show multiple instances where storm overflows cause ponded water, erosive flows, and flooding concerns. The public storm pipe provided insufficient capacity and improvements with surface collection were critical to mitigate overflows through the easement, between the lots, and across the public sidewalk.

This report is intended to inform the Mayor and Common Council and to satisfy the requirements of Wisconsin Statute 62.15(14).

Scope of Work

Engineering and Engineering Operations coordinated with the adjacent residents to develop a plan and schedule for storm sewer improvements. The initial steps included coordination for the removal and relocation of the streetlight and pole. Engineering Operations completed the removal of existing storm sewer, sidewalk, and pavement, then installed the new storm sewer. Storm was upsized to 24" concrete sewer pipe, and the sewer structures were upsized and designed to collect more surface and street runoff while also mitigating clogging from leaves and debris. The new sewer provides improved collection and conveyance. Taps and connections were provided to connect the adjacent owners gutter downspouts to help reduce surface drainage near the foundation of the houses. The easement, terrace, sidewalk, and pavement were repaired.

Recycling and Waste Disposal

Engineering Operations recycles asphalt and concrete materials. Fill from the project area is reused on site.

Cost Detail

Final project cost was $61,907.29. Line items costs are provided below.

ITEM	*COST*
Wages and Benefits	*$37,129.72*
Equipment	*$13,773.87*
Materials and Supplies	*$11,003.70*
TOTAL	***$ 61,907.29***

Cost Analysis

Engineering Operations and Engineering were able to complete the design, provide labor, equipment, material, and permitting, to complete the work necessary to improve stormwater collection in the public right of way. The public sewer improvement was identified as a high priority to address the concerns of residents in effort to mitigate flooding issues. Traffic Engineering was able to help coordinate the removal and replacement of the light pole. The residents helped with coordination to restore landscaping and provided access to the easement. Engineering Operations was able to modify the project schedule to accommodate the residents' schedule requests, the adjustment of the light pole, and the availability of materials.

This project is a good example for the benefits of completing the sewer repair with Engineering staff and equipment. The project schedule was able to be reviewed, surveyed, and completed within a short time frame. The complexity of the project was not uniquely challenging, but schedule coordination would have posed a challenge for a Public Works contract. A Public Works project issued for bids with a similar scope could range between $85,000 to $100,000. With Engineering Operations completing the work, we were able to reduce typical project contract costs such as mobilization, traffic control, erosion control, subcontracted work, and procurement of materials.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91017

File ID:	91017	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/24/2025
File Name:	Report of Engineering of Non-Bid Contract for Travis Terrace Flood Mitigation – 2024.			**Final Action:**	
Title:	Report of Engineering of Non-Bid Contract for Travis Terrace Flood Mitigation - 2024. (District 11)				
Notes:	Daniel Olivares				
				CC Agenda Date:	01/13/2026
				Agenda Number:	44.
Sponsors:	BOARD OF PUBLIC WORKS			**Effective Date:**	
Attachments:	Report to Council_Travis Terrace (2024).pdf			**Enactment Number:**	
Author:	Jim Wolfe, City Engineer			**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com			**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/24/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91017

Fiscal Note

No appropriation required.

Title

Report of Engineering of Non-Bid Contract for Travis Terrace Flood Mitigation - 2024. (District 11)

Body

The attached report has been prepared by City Engineering pursuant to the requirements of Wis.Stat. Sec 62.15(14) and MGO Sec. 33.07(6)(b).

Report to Council of Non-Bid Public Works Construction Project Completed Using City Staff

Project: Travis Terrace Flood Mitigation – 2024
Date: 11/24/2025
Agency: Engineering
Final Cost: $48,864.87

Background

Travis Ter storm sewer collection was improved with a 2024 Flood Mitigation project. The intersection of Leed St and Travis Ter collects and conveys stormwater to a public storm sewer in a backyard easement that connects at Odana Rd. To the east of the Leeds St and Travis Ter intersection is a sidewalk between two private lots connecting to Chatam Ter. Owners of lots on Chatam Ter and Travis Ter reported street storm overflows, ponding water, and flooding concerns.

City Engineering plans to address sidewalk grading improvements under an upcoming Citywide sidewalk replacement contract. The storm pipe in the easement will need to be upsized and will be scheduled in coordination with future street reconstruction project.

This report is intended to inform the Mayor and Common Council and to satisfy the requirements of Wisconsin Statute 62.15(14).

Scope of Work

Install 5 new inlets, increase pipe size for capacity, as well as regrade and replace curb and gutter. The existing tub-style inlets were easily clogged with leaves. An inlet has been installed on both sides of low point inlets to help reduce the potential for inlet clogging.

Recycling and Waste Disposal

Engineering Operations recycles asphalt and concrete materials. Fill from the project area is reused on site.

Cost Detail

Final project cost was $48,864.87. Line items costs are provided below.

ITEM	***COST***
Wages and Benefits	*$17,996.75*
Equipment	*$13,616.38*
Materials and Supplies	*$11,767.61*
Paving (Labor, Material, Equipment)	*$4,444.87*
Survey	*$1,039.26*
TOTAL	***$ 48,864.87***

Cost Analysis

Engineering Operations and Engineering were able to complete the design, provide labor, equipment, material, and permitting, to complete the work necessary to improve stormwater collection in the public right of way. The public sewer improvement was identified as a high priority to address the concerns of residents in effort to mitigate flooding issues.

This project is a good example for the benefits of completing the sewer repair with Engineering staff and equipment. The project schedule was able to be reviewed, surveyed, and completed within a short time frame. The complexity of the project was low, and conflicts in the field were easily adjusted without delays or increased costs. A Public Works project issued for bids with a similar scope could range between $60,000 to $70,000. With Engineering Operations completing the work, we were able to reduce typical project contract costs such as mobilization, traffic control, erosion control, and procurement of materials.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91021

File ID:	91021	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/24/2025
File Name:	Approving Addendum No. 1 to 501 Charmany Drive, Contract No. 8166			**Final Action:**	

Title: Approving Addendum No. 1 to 501 Charmany Drive, Contract No. 8166 (District 19)

Notes: Kate Kane

		CC Agenda Date:	01/13/2026
		Agenda Number:	45.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	8166 Addendum 1 Exhibit.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/25/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91021

Fiscal Note

The proposed resolution authorizes addendum number one to Contract #8166 for 501 Charmany Drive to expand the scope of work to remove and replace the curb and gutter for the South Whitney Way left turn lane to Endeavor Lane at an estimated cost not to exceed $25,000. Contract #8166 was approved via RES-18-00378 (Legistar #51388) on May 15, 2018. Funding for the addendum is available in Munis #14881. No additional appropriation is required.

Title

Approving Addendum No. 1 to 501 Charmany Drive, Contract No. 8166 (District 19)

Body

WHEREAS, on July 7, 2018, the developer, UNIVERSITY RESEARCH PARK, INCORPORATED, hereinafter the "Developer" had entered into a *Contract For the Construction of Public Improvements that will be Accepted by the City of Madison* hereinafter the "Contract" with the City of Madison, and;

WHEREAS, the Developer and the City have since mutually agreed to expand the scope of work to remove and replace the curb and gutter for the South Whitney Way left turn lane to Endeavor Lane

WHEREAS, City Engineering will pay $11,305.40 for the additional cost to remove and replace the curb and gutter for the South Whitney Way left turn lane to Endeavor Lane and will not charge staff time to redesign the South Whitney Way left turn lane curb and gutter.

NOW, THEREFORE, BE IT RESOLVE:

1. That the Mayor and City Clerk are hereby authorized and directed to execute Addendum No. 1 to 501 CHARMANY DRIVE, Contract No. 8166, with UNIVERSITY RESEARCH PARK, INCORPORATED.

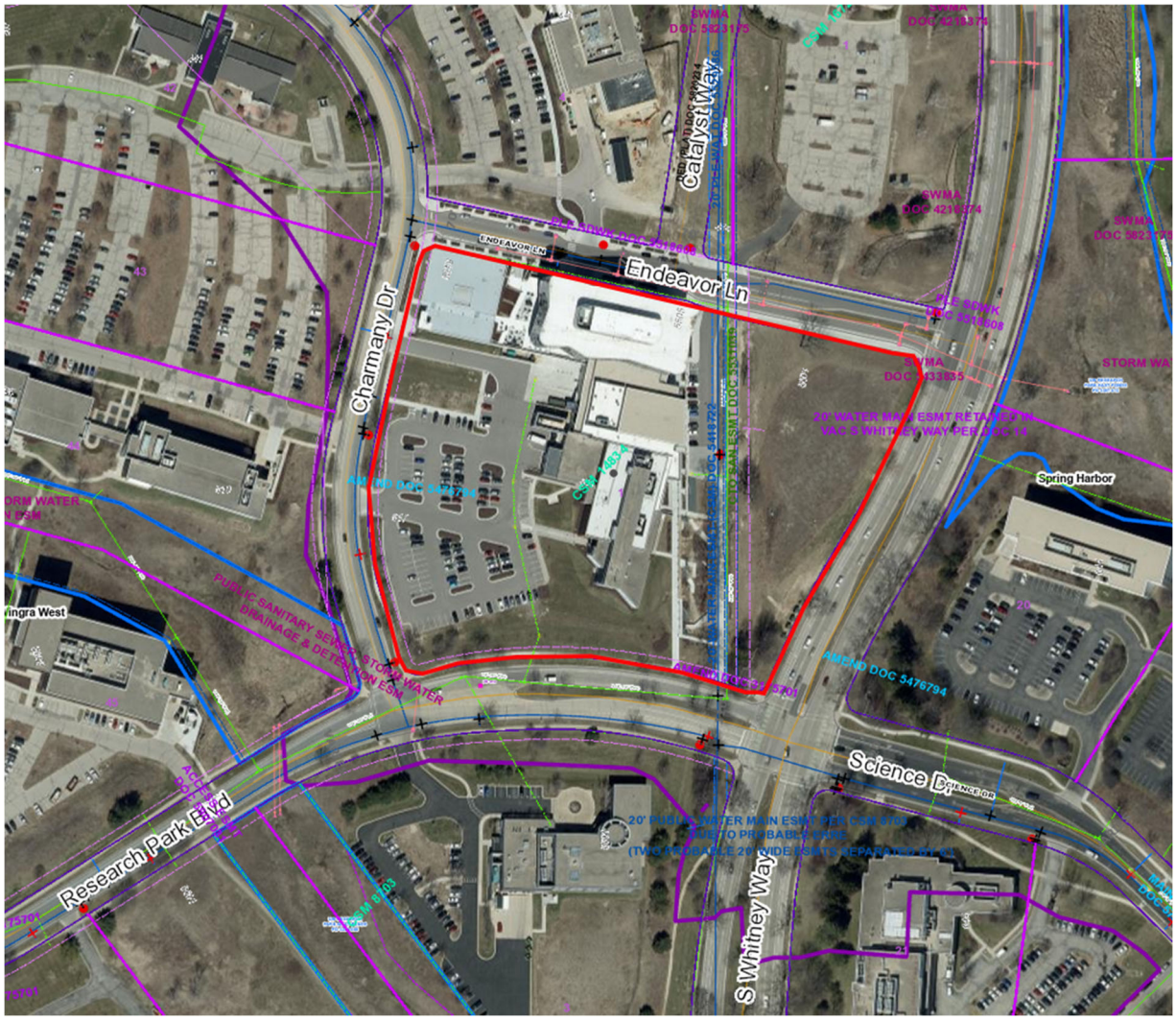
2. That the revised plans and specifications for the public improvements necessary to serve this project are hereby approved.

3. That the developer is authorized to construct the public improvements in accordance with the terms of the Contract For the Construction of Public Improvements That Will be Accepted by the City of Madison at the sole cost of the developer.

4. That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

5. The Common Council is approved to accept ownership of the improvements in the Maintenance Area if a maintenance agreement is executed and recorded as a condition of this contract.

501 Charmany Drive
Contract 8166
MUNIS 11847
Developer: University Research Park, Incorporated



Summary of Improvements:

- Developer to complete the Certified Survey Map (CSM) required for the redevelopment. Provide a new water main easement over the existing and new water main as required and approved by Madison Water Utility.

- Developer to grant PLE for public sidewalk along north side of Endeavor Lane per City Real Estate project 11648.

- Developer to construct public sanitary sewer main and laterals, water main and service laerals, storm sewer and drainage system necessary to serve 501 Charmany Drive.

- Developer to construct street improvements, including sidewalk on both sides, for the new street, Endeavor Lane, that will be dedicated with the 501 Charmany Drive CSM.

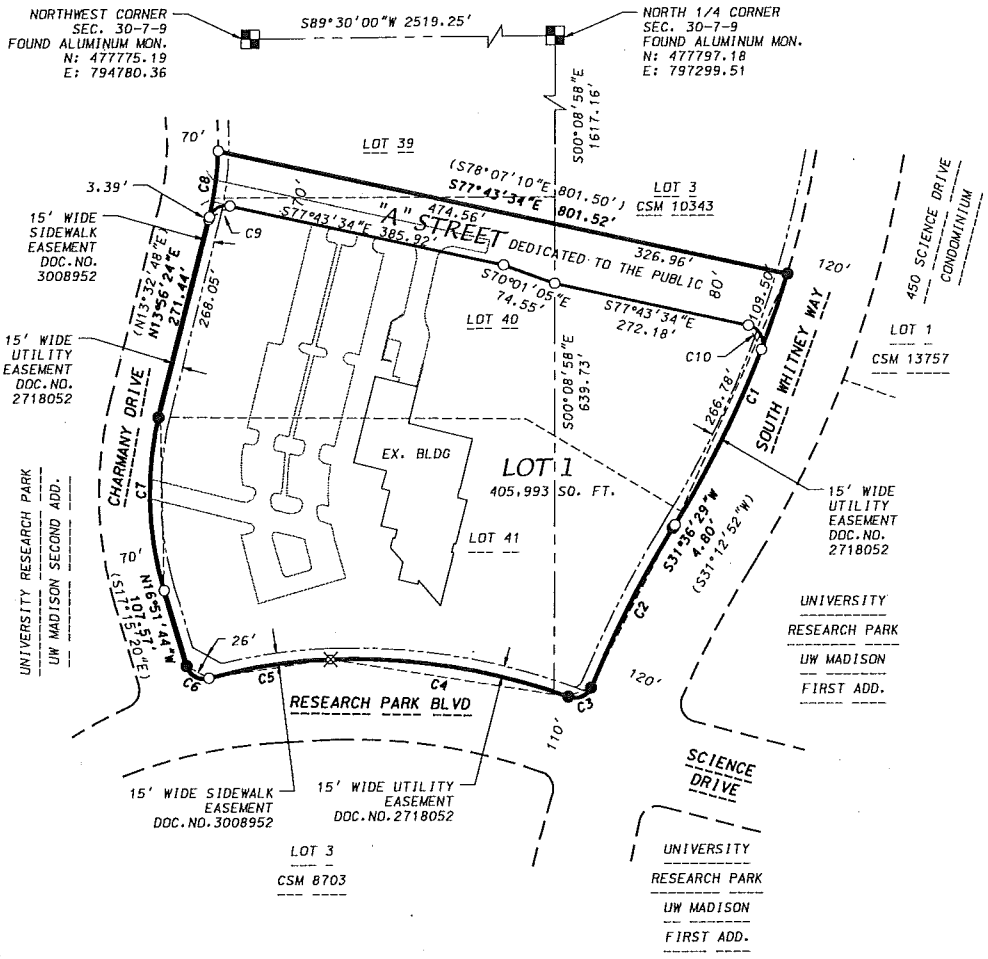
- The Developer shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction, or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.

ADDENDUM NO. 1:

- City Engineering will pay $11,305.40 for the additional cost to remove and replace the curb and gutter for the South Whitney Way left turn lane to Endeavor Lane and will not charge staff time to redesign the South Whitney Way left turn lane curb and gutter. The Developer shall complete a New Vendor Form and related W-9 form to allow the City to reimburse the Developer for this work.

CERTIFIED SURVEY MAP

LOT 41 AND PART OF LOTS 39 AND 40,
UNIVERSITY RESEARCH PARK UNIVERSITY OF WISCONISN-MADISON SECOND ADDITION,
LOCATED IN THE NE1/4 AND THE SE1/4 OF THE NW1/4 AND IN THE NW1/4 AND THE
SW1/4 OF THE NE1/4 OF SECTION 30, T7N, R9E, CITY OF MADISON, DANE COUNTY, WISCONSIN



LEGEND

- ● FOUND 3/4" IRON REBAR
- ⊠ FOUND CHISELD "X"
- ○ PLACED 3/4"X18" IRON REBAR (WT=1.5LBS/FT)
- ( ) RECORDED AS INFORMATION

GRID NORTH
WISCONSIN COUNTY
COORDINATE SYSTEM
DANE

0 200
Scale 1" = 200'

SHEET 1 OF 8

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: October 25, 2017
F.N.: 17-05-124
C.S.M. NO. _____
DOC. NO. _____
VOL. _____ SHEET _____

SHEET NO.

CITY OF MADISON

PLOT SCALE:

PLOT NAME:

REV, DATE:

ORIGINATOR: CITY OF MADISON, TRAFFIC ENG., DIV.

FILE NAME: $$...designfile...$$

DATE: $$...plottingdate...$$

July 1, 2019

Mr. Robert F. Phillips, P.E.
City Engineer
City of Madison Engineering
210 Martin Luther King Jr. Blvd., Room 115
Madison, WI 53703

Re: City Directed Changes to Completed Work
New Intersection at South Whitney Way and Endeavor
Innovation One / Exact Sciences & University Research Park

Dear Rob;

The City Engineering Department requested a pause in construction on this work in order to issue a revised design. This project is roadwork at South Whitney Way to install a new intersection and median break with the new public street (Endeavor Lane) now under construction. Here are the events.

- Whitney Way Turn Lane Curb and Gutter was staked by D'Onofrio Kottke on June 6, 2019 in accordance with City of Madison Project Number 11847 sheet PL-1
- Whitney Way Turn Lane Curb and Gutter was inspected by City of Madison Engineer Inspector (Stewart Mael) prior to curb placement on June 7, 2019
- Prior to curb placement there was a discussion between City of Madison Engineer Inspector and Parisi (Findorff's curb and gutter subcontractor) about possible modification of curb heads. No definitive direction was given and curb was placed in accordance with the current City issued construction drawings.
- On June 10, 2019 , City of Madison Inspector notified Ben Kuehn (Findorff Superintendent) that City of Madison Engineering Staff was re-reviewing design of turn lane and to expect modifications to the current design.
- On June 11, 2019, City of Madison Design Engineer (Andrew Zeig) provided a written description of the proposed change.
- On June 13, 2019, City of Madison Design Engineer indicated that the City of Madison would issue a plan revision for changes the week of June 17, 2019.

Based on the description of the plan revision provided by the City of Madison Design Engineer, there will be re-work required and additional costs associated with that re-work. The estimated additional costs are approximately $39,356.00 (Findorff Potential Change Item #114, June 28, 2019 attached) and are associated with the following:

- Extended duration of the traffic control on Whitney Way.
- Removal of the new left turn right C&G that was placed on June 7th

510 Charmany Drive
Suite 250
Madison, WI 53719

P. 608.441.8000
F. 608.441.8010

universityresearchpark.org

- Re-installation of the new left turn right C&G in location TBD in plan revision to be issued next week
- Removal of the north bound left Whitney C&G
- Re-installation of the north bound left Whitney C&G and median in a single pour

We understand and appreciate the City's desire to get the design right. However, we would like to ask for clarity on how the modification is to be funded. Will the City reimburse University Research Park for any or all of the modification? Will the City charge URP for City staff time to redesign and reengineer the condition? Please let us know your thoughts on these economic questions at your earliest convenience. Thank you.

Sincerely,

Paul D. Muench
Associate Director
University Research Park Incorporated

CC: To Rob Phillips via e-mail attachment June 1, 2019

Findorff

DRAFT

J.H. Findorff & Son Inc.
300 S. Bedford Street
Madison, WI 53703

Phone: 608-257-5321
Fax: 608-257-5306

POTENTIAL CHANGE ITEM No. 0114

To: Chris Smocke
Smocke & Associates Inc
925 E. Wells Street
Suite 1119
Milwaukee, WI 53202

Date: June 28, 2019

Project: 181010.01 - Innovation 1

Subject: Whitney Way Turn Lane Redesign & Construction

Change Description:
Furnish and install modified storm sewer work, curb & gutter, flatwork, and flatwork per the re-issued City of Madison drawings. Includes removal of previously poured curb and re-prep of new areas. Provide (6) additional weeks of traffic control. Additional traffic control costs are based upon receiving notice to proceed by 7/5/2019.

Detail:	Quantity:	Rate:	Amount:
Earthwork & Utilities		$	12,178.00
Modified Curb & Gutter and Flatwork		$	15,400.00
Additional Site Layout		$	750.00
Additional Traffic Control		$	10,382.00
Contractor Fee		$	646.00
		TOTAL: $	**39,356.00**

This proposed change will add __ calendar days to the contract time.
This change proposal is valid for 10 days.

This proposal is based on prompt acceptance and includes solely the usual elements such as labor, material, and standard markup. It does not include any amount for changes in sequence of work, delays, disruptions, rescheduling, extended overhead, escalated material costs, acceleration and/or impact costs. The right is expressly reserved to make claim for any or all of these items, should they occur prior to final settlement of this proposal request. This proposal must be accepted and executed within (10) ten days of this date of this proposal or be considered withdrawn and subject to escalation and requotation.

Sincerely,

J.H. Findorff & Son Inc.

By: _____

Date: _____

Smocke & Associates Inc

By: _____

Date: _____

R.G. HUSTON COMPANY, INC.
2561 Coffeytown Road
Cottage Grove, Wisconsin 53527
608-255-9223
FAX: 608-839-5936

Date: 6/26/2019

Quote to: ATTN: Derek Burdick
J.H. Findorff & Son Inc.

Job: Innovation 1
Description: Whitney Way Plan Revisions 06-26-19

Contact: Kollin Reinhardt
Cell Phone: 608-219-3117
Email: kreinhardt@rghuston.com

Whitney Way Plan Revisions 06-26-19

Item	DESCRIPTION	Quantity	Unit	Price	Total
Earthwork Additions:					
1	**Earthwork - Remove Whitney Way Curb & Gutter**				
	Quad Axle Dump Truck	3	HR	$ 121.00	$ 363.00
	50,000# Backhoe w/ Operator	3	HR	$ 218.00	$ 654.00
	Laborer	3	HR	$ 92.00	$ 276.00
					$ 1,293.00
				Earthwork Total	**$ 1,293.00**
Storm Additions:					
2	**Inlet Removal**				
	100,000# Backhoe w/ Operator	2.5	HR	$ 258.00	$ 645.00
	50,000# Backhoe w/ Operator	2.5	HR	$ 218.00	$ 545.00
	4 CY Loader w/ Operator	2.5	HR	$ 193.00	$ 482.50
	Pipe Layer	2.5	HR	$ 94.00	$ 235.00
	Laborer	2.5	HR	$ 92.00	$ 230.00
					$ 2,137.50
3	**48" Precast MH**				
	48" Precast Manhole	2	EA	$ 1,475.00	$ 2,950.00
	100,000# Backhoe w/ Operator	3	HR	$ 258.00	$ 774.00
	50,000# Backhoe w/ Operator	3	HR	$ 218.00	$ 654.00
	4 CY Loader w/ Operator	3	HR	$ 193.00	$ 579.00
	Pipe Layer	3	HR	$ 94.00	$ 282.00
	Laborer	3	HR	$ 92.00	$ 276.00
					$ 5,515.00
4	**Pipe Plug**				
	Concrete for Plug	1	EA	$ 150.00	$ 150.00
	100,000# Backhoe w/ Operator	0.5	HR	$ 258.00	$ 129.00
	50,000# Backhoe w/ Operator	0.5	HR	$ 218.00	$ 109.00
	4 CY Loader w/ Operator	0.5	HR	$ 193.00	$ 96.50
	Pipe Layer	0.5	HR	$ 94.00	$ 47.00
	Laborer	0.5	HR	$ 92.00	$ 46.00
					$ 577.50
5	**Pipe Collars**				
	Concrete for Collars	2	EA	$ 150.00	$ 300.00
	100,000# Backhoe w/ Operator	1	HR	$ 258.00	$ 258.00
	50,000# Backhoe w/ Operator	1	HR	$ 218.00	$ 218.00
	4 CY Loader w/ Operator	1	HR	$ 193.00	$ 193.00
	Pipe Layer	1	HR	$ 94.00	$ 94.00
	Laborer	1	HR	$ 92.00	$ 92.00
					$ 1,155.00
5	**Pipe Crew Mobilization (If Required)**	1	LS	$ 1,500.00	**$ 1,500.00**
				Storm Sewer Total	**$ 10,885.00**

Overall TOTAL COST = $ 12,178.00

AN EQUAL OPPORTUNITY / AFFIRMITIVE ACTION EMPLOYER

Parisi Construction Co., Inc.

508 S. Nine Mound Road

Verona, WI 53593

608-848-5991 p

608-848-5992 f

To:	Findorff	Job Name:	Whitney Way Median
	Attn: Derek Burdick	Date of Plans:	6-20-19
Date:	6-26-19	Addendum(s):	
Phone:	354-1572	Revision Date:	
Fax:			
Quote #:	19-1-030 RCO-03 Rev. 1		

Pricing for the design change at Whitney Way
Added colored & stamped concrete at Endeavor

ITEM	DESCRIPTION	QUANTITY	UNIT		AMOUNT
	Type G Curb & Gutter - 18"	180.00	LF		
	Type A Curb & Gutter - 30"	25.00	LF		
	Concrete Median Noses	2.00	EA		
	Change from Standard to Color/Stamp - Endeavor	600.00	SF		
GRAND TOTAL					**$15,400.00**

NOTES:

- Surveying layout is not included.
- Aggregate base under all concrete is not included.
- Sawcutting and removals are not included.
- Backfilling/restoration is not included.
- Prep work includes fine grading (+/- 0.1ft) only with material provided by others.
- Castings to be bolted together and set on inlets by others.
- One (1) mobilization is included each for C&G and for flatwork.
- Traffic control is not included.
- Final payment will be based on as-built quantities.
- Additional mobilizations will be billed at $950 each.
- Protection of the stone base from frost, freezing and wet conditions is not included.
- Bond, testing, protection and reinforcement are excluded.
- Minimum 2-week notice required prior to the start of any work.
- Delays while on site that are due to others will be charged on a T&M basis.
- Slopes shall be designed with a minimum of 1% drainage or localized water ponding may occur.
- Others to provide concrete washout area on adjacent Innovation site.
- Based on standard 6-bag 4,000 psi concrete mix design during normal business hours Monday - Friday.
- Color hardener is not included.
- No monolithic pouring of curb sections as shown on D-2.

Jake Chaillier
Concrete Division Manager

Mega Rentals, Inc.

Physical Address: 2541 Advance Road, Madison, WI 53718
Mailing Address: P.O. Box 8026, Madison, WI 53708
Phone (608) 222-8055 Fax (608) 222-8091
Equal Opportunity and Affirmative Action Employer

Quotation

Contractor: R.G.Huston Co.Inc.

Attention: Kollin Reinhardt

Phone No.: 255-9223

Fax No.:

Cell: 219-3117

Terms: Net 30 Days from Billing

Date of Quote: May 28, 2019

Length of Contract:

Whitney Way and Endeavor Lane

Project Name: Lane Closures

Project Location: Research Park area Madison

Project Number:

County: Dane

We are pleased to quote the following:

Item No.	Description	Unit of Measure	Quantity	Unit Price	Extended Price
	Deliver and set up right lane closure north bound on Whitney Way drop in place a left lane closure south bound Whitney Way just north of Research Park	LS	1.00	500.00	
	Equipment Rentals after initial set up	LS	per day	247.20	
	Contractor to do daily up and down closures and lane shifts			$1,730.40 per week	
	Pickup and return of equipment.				
	NO FLAG PERSONS ARE INCLUDED				
	CONTRACTOR IS RESPONSIBLE FOR DAILY MAINTENANCE.				
	tax is not included if applicable			Total	0.00

Quoted By: Will Petersen

If this quote is accepted please sign below and fax back to fax number listed above.
Work WILL NOT be processed until this quote is signed, complete with Purchase Order or Job Number.

(Accepted By) (Printed Name) (Date) (PO# or Job#)

Department of Public Works
Engineering Division
Robert F. Phillips, P.E., City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4751
Fax: (608) 264-9275
engineering@cityofmadison.com
www.cityofmadison.com/engineering

Deputy City Engineer
Gregory T. Fries, P.E.

Deputy Division Manager
Kathleen M. Cryan

Principal Engineer 2
Christopher J. Petykowski, P.E.
John S. Fahrney, P.E.

Principal Engineer 1
Christina M. Bachmann, P.E.
Mark D. Moder, P.E.
Janet Schmidt, P.E.

Facilities & Sustainability
Jeanne E. Hoffman, Manager
Bryan Cooper, Principal Architect

Mapping Section Manager
Eric T. Pederson, P.S.

Financial Manager
Steven B. Danner-Rivers

August 14, 2019

To: **Paul D. Muench**
Associate Director
University Research Park Incorporated
510 Charmany Drive
Suite 250
Madison, WI 53719

Re: **City Directed Changes to Completed Work**
New Intersection at South Whitney Way and Endeavor
Innovation One / Exact Sciences & University Research Park

Dear Paul,

The City Engineering Department will pay for the additional cost to remove and replaced the curb and gutter for the South Whitney Way left turn lane to Endeavor Lane but the estimated cost needs to be adjusted to only include work associated with the C&G removal and replacement.

- The City will pay extended duration of the traffic control for 12 days from June 7, 2019 until the plan revision issued on June 19, 2019.
- Parisi Construction Company Inc. listed changing standard to stamped/colored concrete on Endeavor Lane. That concrete was not poured as of the June 19, 2019 plan revision. The City will not pay for that cost.
- The removal of the north bound left South Whiney Way C&G was originally part of the March 1, 2019 Endeavor Lane plans and should have been removed as part of the left turn lane work. The City will not pay for that cost.
- On June 26, 2019 the City approved via email to Derek Burdick of Findorff that the South Whitney Way north bound left turn lane median C&G does not have to be a single pour of concrete.
- R.G. Huston Company Inc. listed an inlet removal, 48" precast manhole, a pipe plug, and pipe collars that are not within the South Whitney Way left turn lane. The City will not pay for those items. The City will pay for the earthwork associated with the South Whitney Way left turn lane C&G removal and replacement.

The City will reimburse URP $11,305.40 for a portion of the modifications and will not charge City staff time to redesign the South Whitney Way left turn lane C&G. If you are acceptable to the reimbursement, please contact Tim Troester of my staff at (608) 267-1995 to discuss coordinating an amendment to the developer's agreement.

Sincerely,

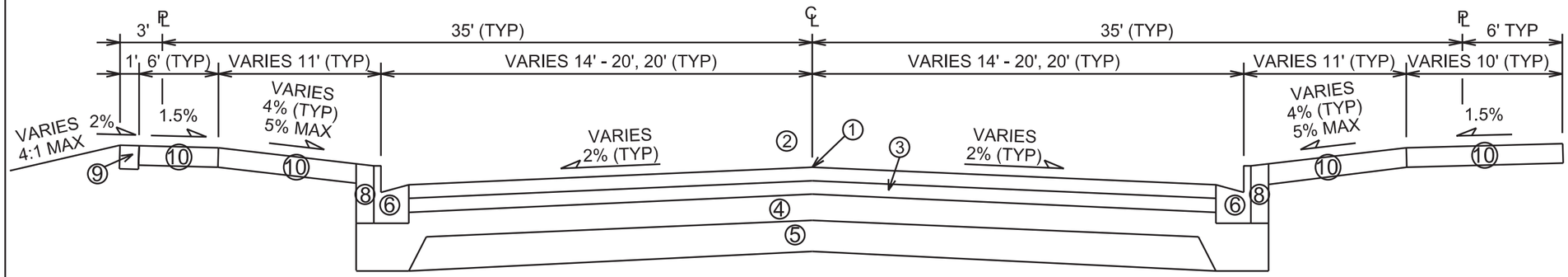
Robert F. Phillips, P.E.
City Engineer

RFP:ajz

Cc by email: Chris Petykowski, City Engineering
Tim Troester, City Engineering

REVISION 6/20/19 AJZ
- Whitney Way typical

UNIVERSITY RESEARCH PARK/ INNOVATION ONE; PROJECT NO. 11847	SHEET NO. D-2
DETAILS	
TYPICAL SECTIONS	CITY OF MADISON



TYPICAL FINISHED SECTION
ENDEAVOR LANE
STA 10+49 TO STA 14+68
STA 15+01 TO STA 15+48

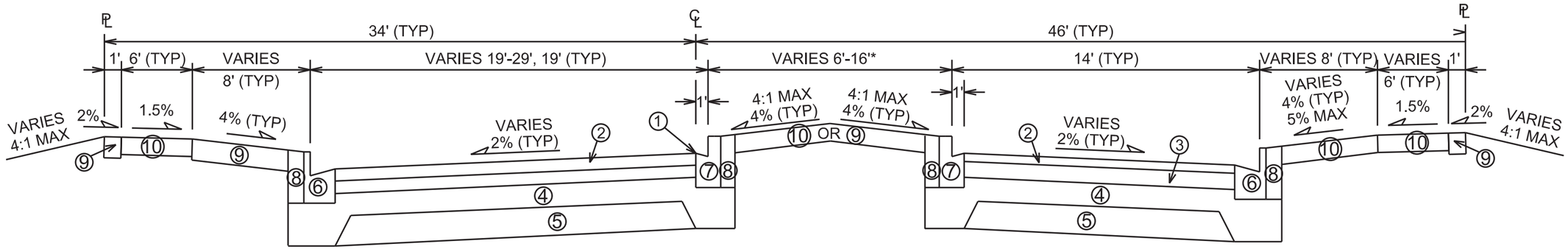
① POINT REFERRED TO ON PROFILE
② 1 3/4" HMA UPPER LAYER, 4 LT 58-28 S
③ 1 3/4" HMA LOWER LAYER, 4 LT 58-28 S
④ 6" GRADATION 2 CRUSHED STONE
⑤ 6" GRADATION 1 CRUSHED STONE
⑥ TYPE 'A' CONCRETE CURB & GUTTER
⑦ TYPE 'G' CONCRETE CURB & GUTTER
⑧ FILL, INCIDENTAL
⑨ 6" TOPSOIL, TERRACE SEED & EROSION MAT
⑩ 5" CONCRETE SIDEWALK
⑪ 7" CONRETE SIDEWALK
⑫ 2" HMA UPPER LAYER, 4 MT 58-28 S
⑬ 3 1/2" HMA LOWER LAYER, 3 MT 58-28 S

GENERAL NOTES:

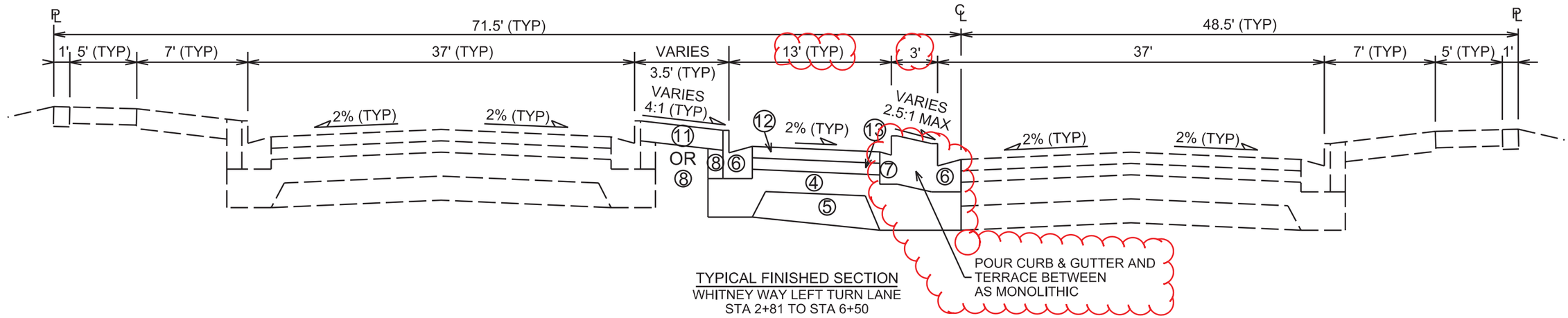
1. SEE PLAN & PROFILES FOR TOP OF CURB ELEVATIONS.

2. TYPICAL SECTIONS NOT TO SCALE.

*5" CONCRETE SIDEWALK STA 14+68 TO STA 15+01 RT & STA 15+48 TO STA 16+02. 6" TOPSOIL, SEED & EMAT STA 16+02 TO STA 18+80



TYPICAL FINISHED SECTION
ENDEAVOR LANE
STA 14+68 TO STA 15+01
STA 15+48 TO STA 18+80



TYPICAL FINISHED SECTION
WHITNEY WAY LEFT TURN LANE
STA 2+81 TO STA 6+50

PLOT SCALE: ____
PLOT NAME: ____
REV. DATE: ____
ORIGINATOR: CITY OF MADISON, STREETS DIVISION

REVISION 4/19/19 AJZ
- Revised Planter Locations
REVISION 6/20/19 AJZ
- Add note about stamped concrete median

UNIVERSITY RESEARCH PARK/
INNOVATION ONE; PROJECT NO. 11847

SHEET NO. P-1

PLAN AND PROFILE

ENDEAVOR LANE — CITY OF MADISON

CHARMANY DRIVE

ENDEAVOR LANE

ENDEAVOR DRIVE R/L

STA 10+50.12, LT 35.03'
MATCH EX. TC ELEV.
STA 10+62.30, LT 49.20'
MATCH EX. SW ELEV.
STA 10+64.92, LT 37.00'
1041.57 BW
STA 10+58.80, LT 20.65'
1040.91 TC/MC
STA 10+74.62, LT 15.00'
1040.50 TC/PC
STA 10+84.23, LT 15.00'
1040.21 TC/PC
STA 10+89.23, LT 15.64'
1040.03 TC/MC
STA 10+93.92, LT 17.50'
1039.82 TC/PCC
STA 10+98.60, LT 19.36'
1039.59 TC/MC
STA 11+03.57, LT 20.00'
1039.37 TC/PC

STA 10+00.00, RT 21.18'
MATCH EX. SW. ELEV.
STA 10+49.55, 0.00
BEGIN PROJECT
MATCH EX.
PAVT. ELEV.
STA 10+07.42, RT 39.32'
MATCH EX. SW ELEV.
STA 10+07.60, RT 45.35'
MATCH EX. SW ELEV.
STA 10+63.95, RT 23.37'
1040.87 TC/MC
PC 307+66.57

CURB CUT R 388'
CURB CUT
1.5% LANDING
REMOVE C&G
1.5% LANDING
PLANTERS (SEE DETAILS)
PLANTERS (SEE DETAILS)
TYPE 'A'
PLANTERS (SEE DETAILS)
PLANTERS (SEE DETAILS)

STA 11+03.57, RT 20.00'
1039.37 TC/PC
STA 10+98.57, RT 19.36'
1039.59 TC/MC
STA 10+89.21, RT 15.64'
1040.03 TC/PCC
STA 10+84.21, RT 15.00'
1040.21 TC/MC
STA 10+82.62, RT 15.00'
1040.27 TC/PC
STA 10+76.10, RT 41.00'
1041.17 BW
STA 10+57.79, RT 42.88'
MATCH EX. TC ELEV.

STA 12+97.43, LT 37.00'
1028.25 BW
1.5% LANDING
STA 12+91.43, LT 37.00'
1028.34 BW
STA 12+88.43, LT 14.00'
1028.04 TC/PC
STA 12+82.95, LT 14.76'
1028.31 TC/MC
STA 12+77.89, LT 17.00'
1028.54 TC/PCC
STA 12+72.83, LT 19.24'
1028.74TC/MC
STA 12+67.35, LT 20.00'
1029.00 TC/PC

STA 13+06.43, LT 37.00'
1027.92 BW
STA 13+34.43, LT 37.00'
1027.04 BW
STA 13+50.39, LT 14.00'
1026.00 TC/PC
STA 13+55.86, LT 14.76'
1025.87 TC/MC
STA 13+60.92, LT 17.00'
1025.74 TC/PCC
STA 13+65.98, LT 19.24'
1025.63 TC/MC
STA 13+71.66, LT 20.00'
1025.54 TC/PC

STA 14+88.20, RT 3.66'
1023.74 TC/MC
STA 14+80.96, LT 36.00'
1023.96 BW ANGLE PT
STA 14+85.71, RT 1.00'
1023.90 TC/PC
STA 14+70.35, RT 1.00'
1024.37 TC/PC
STA 14+68.85, RT 2.40'
1024.44 TC/MC

STA 12+67.35, RT 20.00'
1029.00 TC/PC
STA 12+72.83, RT 19.24'
1028.74TC/MC
STA 12+77.89, RT 17.00'
1028.54 TC/PCC
STA 12+82.95, RT 14.76'
1028.31 TC/MC
STA 12+88.43, RT 14.00'
1028.04 TC/PC
STA 12+91.43, RT 41.00'
1028.40 BW
1.5% LANDING
STA 12+97.43, RT 41.00'
1028.31 BW

STA 13+06.43, RT 41.00'
1027.98 BW
STA 13+34.43, RT 41.00'
1027.10 BW
STA 13+50.37, RT 14.00'
1026.00 TC/PC
STA 13+55.85, RT 14.76'
1025.87 TC/MC
STA 13+60.91, RT 17.00'
1025.74 TC/PCC
STA 13+65.97, RT 19.24'
1025.63 TC/MC
STA 13+71.45, RT 20.00'
1025.54 TC/PC

STA 14+29.20, RT 20.60'
1024.66 TC/PC
STA 14+33.57, RT 20.16'
1024.61 TC/MC
STA 14+37.74, RT 18.78'
1024.57 TC/PCC
STA 14+43.19, RT 17.17'
1024.52 TC/MC
STA 14+48.87, RT 17.16'
1024.44 TC/PC
STA 14+70.15, RT 3.99'
1024.37 TC/PC

STA 14+92.73, RT 29.59'
1023.05 TC/MC
STA 14+85.38, RT 5.98'
1023.90 TC/PC
STA 14+84.49, RT 25.49'
1023.55 TC/PCC
STA 14+78.09, RT 22.04'
1023.81 TC/MC
STA 14+71.05, RT 20.23'
1024.02 TC/PC

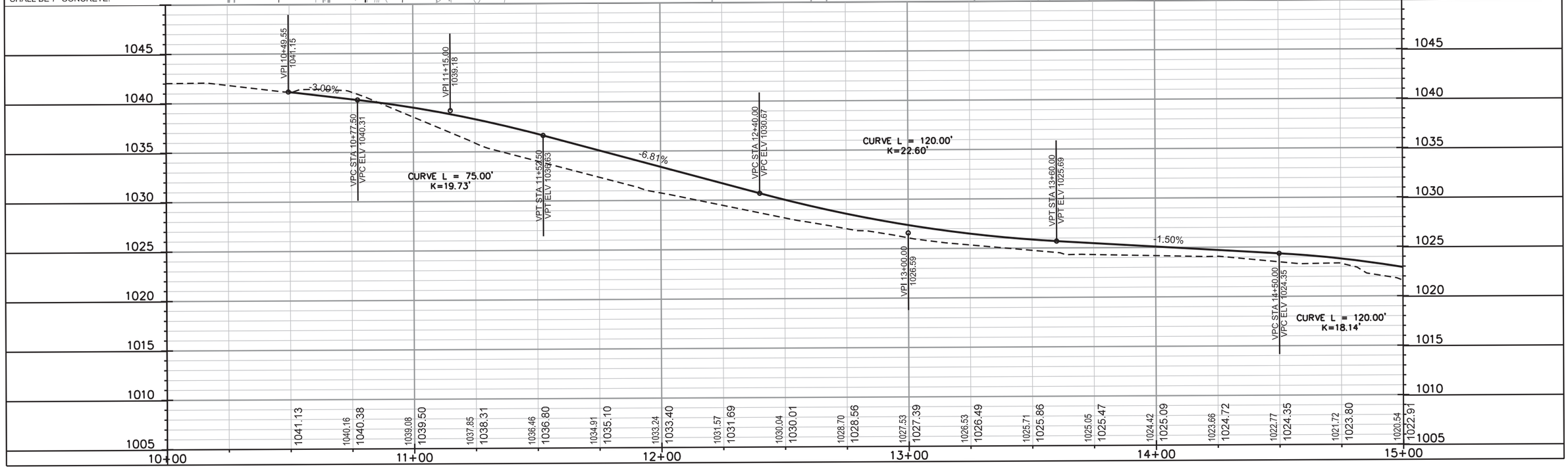
MATCHLINE STA 15+00.00

STAMPED/COLORED CONC. FOR MEDIAN INTERIOR

LEGEND

- SAWING ASPHALT
- CS-5 CONCRETE SIDEWALK 5-INCH
- CS-7 CONCRETE SIDEWALK 7-INCH
- MED CONCRETE MEDIAN ISLAND NOSE (SEE CITY SDD 3.13)
- CURB RAMP DETECTABLE WARNING FIELD (SEE SDD)
- TREE REMOVALS

NOTES:
1. UNLESS NOTED OTHERWISE, DRIVEWAY APRONS SHALL BE 7" CONCRETE.



PLOT SCALE: ____
PLOT NAME: ____
REV. DATE: ____
ORIGINATOR: CITY OF MADISON, STREETS DIVISION

FILE NAME: M:\DESIGN\Projects\11847\Streets\Design\11847EN-PnPEndeavor1.dgn

DATE: 6/18/2019

REVISION 6/20/19 AJZ
- Revise Endeavor Lane Median

UNIVERSITY RESEARCH PARK/
INNOVATION ONE; PROJECT NO. 11847

SHEET NO.
P-2

PLAN AND PROFILE

ENDEAVOR LANE — CITY OF MADISON

MATCHLINE STA 15+00.00

ENDEAVOR LANE

SOUTH WHITNEY WAY

STA 15+47.06, LT 33.00'
BW ANGLE PT
STA 15+47.06, LT 27.00'
END CONC. TERR.

STA 15+66.25, RT 12.50'
1019.52 TC/MC
STA 15+67.75, RT 11.00'
1019.40 TC/PC

STA 16+67.75, RT 11.00'
1011.29 TC/ANGLE PT
END CONC. MED.

STA 17+17.75, RT 1.00'
1007.04 TC/ANGLE PT

STA 18+80.64, LT 46.91'
MATCH EX. TC ELEV.
STA 18+68.89, LT 47.92'
MATCH EX. BW ELEV.
1.5% LANDING
STA 18+67.86, LT 33.84'
999.75 BW
STA 18+71.17, LT 27.06'
999.88 TC/MC
1.5% LANDING
REMOVE SIDEWALK
STA 18+50.71, LT 19.00'
1003.77 TC/PC
WARP FLOWLINE
TO DRAIN TO INLET

STA 18+46.06, LT 19.00'
1000.82 TC/LOW PT

STA 18+48.06, RT 1.00'
1001.22 TC/PC
STA 18+48.06, RT 1.00'
1001.22 TC/LOW PT

STA 18+33.17, RT 17.00'
1001.96 TC/PC
STA 18+15.16, RT 17.00'
1001.56 TC/LOW PT

STA 18+48.65, RT 19.03'
1002.30 TC/MC

STA 18+02.16, RT 31.00'
1001.63 TC/PC
STA 18+08.55, RT 31.20'
1001.44 TC/MC
STA 18+14.90, RT 31.81'
1001.27 TC/PC LOW PT

STA 18+32.20, RT 34.04'
1001.76 TC/PC
STA 18+59.02, RT 49.59'
1003.41 TC/MC
1.5% LANDING
STA 18+57.64, RT 58.87'
1003.55 BW
1.5% LANDING
STA 18+52.67, RT 90.97'
MATCH EX. BW ELEV.
STA 18+66.66, RT 79.64'
MATCH EX. TC ELEV.

STA 18+69.45, RT 28.65'
1002.77 TC/PC
STA 18+63.08, RT 24.48'
1002.64 TC/PC

STA 18+73.92, RT 26.40'
1002.88 TC/PC
3' RADIUS
STA 18+73.92, RT 26.40'
1002.79 TC/MC

REMOVE C&G
STA 18+61.32, RT 2.37'
1001.37 TC/MC
STA 18+79.48, 0.00
END PROJECT
MATCH EX.
PAVT. ELEV.
STA 18+74.03, RT 6.41'
1001.60 TC/PCC
3' RADIUS
STA 18+74.18, RT 1.99'
1001.79 TC/MC
STA 18+74.93, RT 4.31'
1001.98 TC/PCC

STA 18+62.27, RT 10.05'
1001.41 BW
1.5% LANDING
STA 18+61.73, RT 15.02'
1001.51 BW

STA 15+10.82, RT 45.00'
1022.72 BW
STA 15+01.82, RT 31.00'
1022.69 TC/PC

STA 15+67.75, RT 14.00'
1019.20 TC/PC
STA 15+40.82, RT 45.00'
1021.18 BW

STA 15+92.75, RT 17.00'
1017.18 TC/ANGLE PT

STAMPED/COLORED CONC.
FOR MEDIAN INTERIOR

CS-5
CS-7
MED
TYPE 'A'
TYPE 'H'
OFFSET CROWN
6" TOPSOIL, SEED & EMAT
6" TOPSOIL, DRIVE R/L SEED & EMAT
ENDEAVOR
R 1.5'
R 100'
R 60'
R 65'
R 30'
R 40'
R 27'
R 33'
R 20'
80'
6'
8'
20'
16'
14'
11'
2%
1%
1.6%
5%

LEGEND

- SAWING ASPHALT
- CS-5 CONCRETE SIDEWALK 5-INCH
- CS-7 CONCRETE SIDEWALK 7-INCH
- MED CONCRETE MEDIAN ISLAND NOSE (SEE CITY SDD 3.13)
- CURB RAMP DETECTABLE WARNING FIELD (SEE SDD)
- TREE REMOVALS

NOTES:
1. UNLESS NOTED OTHERWISE, DRIVEWAY APRONS SHALL BE 7" CONCRETE.

3-12" HICKORY
GRAVEL PATH
12" HICKORY
12" CHERRY
10" HICKORY
24" OAK
15" OAK
14" HICKORY
22" OAK
26" OAK

VPI 15+10.00
1023.45
CURVE L = 120.00'
K=18.14'
VPT STA 15+70.00
VPT ELV 1018.58
-8.11%
VPC STA 17+33.00
VPC ELV 1005.36
CURVE L = 120.00'
K=13.94'
VPI 17+93.00
1000.50
LOW PT STA 18+46.06
LOW PT ELV 1000.78
VPT STA 18+53.00
VPT ELV 1000.79
VPI 18+79.48
1000.93
0.50%

1025 1020 1015 1010 1005 1000 995 990 985

1020.54 1022.91 1019.21 1021.68 1017.74 1020.10 1016.12 1018.18 1014.38 1016.15 1012.61 1014.12 1010.84 1012.09 1009.07 1010.07 1007.29 1008.04 1005.53 1006.01 1003.96 1004.09 1002.68 1002.59 1001.69 1001.54 1000.99 1000.94 1000.78 1000.78 1001.68 1000.90

15+00 16+00 17+00 18+00 19+00 20+00

PLOT SCALE: ——
PLOT NAME: ——
REV. DATE: ——
ORIGINATOR: CITY OF MADISON, STREETS DIVISION

FILE NAME: M:\DESIGN\Projects\11847\Streets\Design\11847EN-PnPEndeavor2.dgn
DATE: 6/18/2019

UNIVERSITY RESEARCH PARK/ INNOVATION ONE; PROJECT NO. 11847	SHEET NO. PL-1
PLAN	
WHITNEY WAY	CITY OF MADISON

REVISION 6/20/19 AJZ
- Turn Lane

PLOT SCALE:
PLOT NAME:
REV. DATE:
ORIGINATOR: CITY OF MADISON, STREETS DIVISION

SOUTH WHITNEY WAY
R/W
ENDEAVOR LANE
18+00
24" OAK
10" PINE
10" PINE
ENDEAVOR DRIVE R/L
STA 3+86.14, LT 13.76'
1011.66 TC/PC
STA 3+70.43, LT 12.06'
1012.43 TC/MC
STA 3+54.90, LT 9.43'
1013.07 TC/PCC
STA 3+18.58, LT 3.77'
1014.75 TC/MC
STA 2+81.94, LT 1.72'
BEGIN PROJECT
MATCH EX. TC ELEV.
2+00
3+00
R 300'
6" TOPSOIL SEED & MAT
STAMPED/COLORED CONC. FOR MEDIAN INTERIOR
STA 4+50.00, LT 17.25'
1008.63 TC
STA 4+00.00, LT 14.74'
1011.08 TC
STA 4+07.72, LT 15.22'
BEGIN CONC. MED.
STA 4+25.00, LT 16.17'
1009.81 TC
CS-7
2%
4+00
R 1.4'
13'
10'
10%
5+00
4:1
TYPE 'A'
MED
TYPE 'A'
TYPE 'G'
REMOVE EX. CURB
WHITNEY WAY R/L
2" FULL WIDTH GRINDING
STA 5+72.57, LT 18.18'
1003.25 TC/MC
STA 5+50.00, LT 17.77'
1004.30 TC
STA 5+25.00, LT 18.05'
1005.54 TC
STA 5+09.00, LT 18.28'
1006.58 TC
STA 4+75.00, LT 17.92'
1007.60 TC
STA 5+74.68, LT 21.34'
MATCH EX. TC ELEV.
STA 5+78.68, LT 21.35'
1003.48 TC/PC
STA 5+98.53, LT 20.81'
1003.37 TC/MC
MED
19+00
R 50'
R 7'
CS-7
3%
3.5%
4%
4%
3:1
3:1
6+00
2.5:1
PROPOSED FLOW LINE
GUTTER TO REMAIN, CURB HEAD TO BE REMOVED
STA 6+49.09, LT 21.89'
END PROJECT
MATCH EX. TC ELEV.
STA 6+47.66, LT 21.53'
1000.44 TC/MC
STA 6+46.57, LT 20.52'
1000.51 TC/POC
TRANSITION FROM TYPE 'G' TO TYPE 'A'
STA 6+33.80, LT 8.94'
1000.97 TC/MC
STA 6+39.08, LT 1.76'
MATCH EX. TC ELEV.
STA 6+17.17, LT 4.77'
1001.37 TC/PC
7+00
8+00
IF PAVEMENT EDGE IS DAMAGED AS DETERMINED BY CITY INSPECTOR, HATCHED AREA SHALL BE LIMITS OF 2" FULL WIDTH GRINDING
GUTTER TO REMAIN, CURB HEAD TO BE REMOVED
PROPOSED FLOW LINE
PROTECT PAVEMENT EDGE
STA 4+56.46, LT 3.04'
1008.25 TC/MC
STA 4+57.89, LT 1.65'
1008.18 TC/PC
STA 4+57.84, LT 4.47'
1008.28 TC/PC
STA 5+65.98, LT 17.78'
1003.57 TC/PC
STA 5+75.00, LT 18.54'
1003.15 TC
STA 5+78.93, LT 19.38'
1003.26 TC/PCC
TYPE 'A'
CS-5
20+00
21+00
POE 21+00.00

LEGEND

———	SAWING ASPHALT
CS-5	CONCRETE SIDEWALK 5-INCH
CS-7	CONCRETE SIDEWALK 7-INCH
MED	CONCRETE MEDIAN ISLAND NOSE (SEE CITY SDD 3.13)
	CURB RAMP DETECTABLE WARNING FIELD (SEE SDD)
X	TREE REMOVAL

NOTES:
1. UNLESS NOTED OTHERWISE, DRIVEWAY APRONS SHALL BE 7" CONCRETE.

UNIVERSITY RESEARCH PARK/
INNOVATION ONE

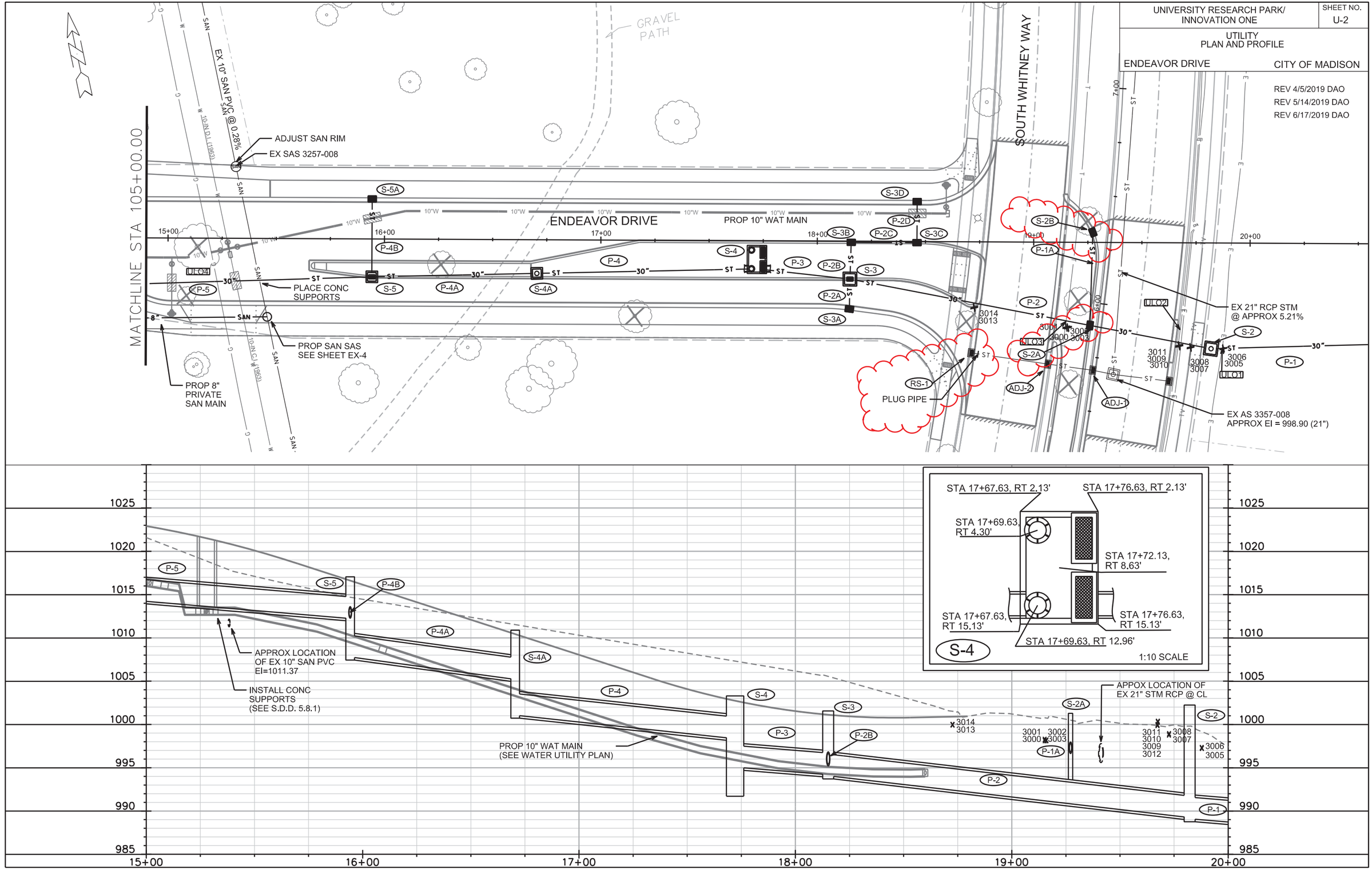
SHEET NO.
U-2

UTILITY
PLAN AND PROFILE

ENDEAVOR DRIVE — CITY OF MADISON

REV 4/5/2019 DAO
REV 5/14/2019 DAO
REV 6/17/2019 DAO

PLOT SCALE: ——
PLOT NAME: ——
REV. DATE: ——
ORIGINATOR: CITY OF MADISON, STREETS DIVISION



FILE NAME: M:\DESIGN\Projects\11847\Storm\Design\11847STM-PnPEndeavor2.dgn

DATE: 6/18/2019

STORM SEWER SCHEDULE

* **REV 5/14/2019 DAO**
** **REV 6/17/2019 DAO**

UNIVERSITY RESEARCH PARK/ INNOVATION ONE	SHEET NO. U-4
STORM SEWER SCHEDULE	
PROJ #11847	CITY OF MADISON

PROPOSED STORM STRUCTURES

	STRUC. NO.	STATION	LOCATION (OFFSET)	TYPE	TOP OF CASTING	E.I.	DEPTH	NOTES
	ENDEAVOR LN							
	S-1	20+81.80	RT-45.79	30" AE W/ GATE	-	987.00	-	
*	**S-2**	**19+82.17**	**RT-48.88**	5X5 SAS	**1001.38**	**989.16**	**12.22**	W/1550-0054
**	**S-2A**	**19+26.65**	**RT-38.45**	SADDLED H TYPE 2	1001.28	**993.60**	**7.68**	**W/3067-7004-V; (5)**
**	**S-2B**	**19+27.76**	**RT-4.86**	H INLET	1000.91	997.41	3.50	**W/3067-7004-V; (5)**
**	**S-3**	**18+15.16**	**RT-17.00**	5X5 SAS	1001.56	994.15	7.41	**LP; W/3067-7004-VB; (5)**
	S-3A	18+14.96	RT-31.32	H INLET	1001.27	996.27	5.00	LP; W/3067-7004-VB
**	**S-3B**	**18+15.69**	**RT-1.00**	H INLET	1001.55	996.63	4.92	**W/3067-7004-V; (5)**
**	**S-3C**	**18+46.06**	**RT-1.00**	H INLET	1001.22	997.15	4.07	**LP; W/3067-7004-VB; (5)**
	S-3D	18+46.06	LT-18.50	H INLET	1000.82	997.42	3.40	LP; W/3067-7004-VB
	S-4	17+72.13	RT-8.63	SC TR DEVICE	1003.29	995.15	8.14	FP; (1)
	S-4A	16+70.47	RT-15.56	4X4 SAS	1010.88	1001.12	9.76	FP; W/1550-0054
**	**S-5**	**15+94.25**	**RT-17.00**	4X4 SAS	1017.05	1007.87	9.18	**FP; W/3067-7004-V; (5)**
	S-5A	15+94.25	LT-18.50	H INLET	1016.65	1013.15	3.50	W/3067-7004-V
	S-6	14+78.27	RT-21.58	6X6 SAS	1023.81	1013.50	10.31	W/3067-7004-V; (2)
	S-6A	14+78.18	LT-18.50	H INLET	1023.75	1020.25	3.50	W/3067-7004-V
	S-7	13+71.45	RT-19.50	4X4 SAS	1025.54	1018.29	7.25	W/3067-7004-V
	S-7A	13+71.66	LT-19.50	H INLET	1025.54	1022.04	3.50	W/3067-7004-V
	S-8	12+67.35	RT-19.50	5X5 SAS	1029.00	1020.80	8.20	W/3067-7004-V; (3)
	S-8A	12+67.35	LT-19.50	H INLET	1029.00	1025.50	3.50	W/3067-7004-V
	S-9	11+84.54	RT-19.50	4X4 SAS	1034.47	1028.47	6.00	W/3067-7004-V

PROPOSED STORM PIPES

	PIPE NO.	FROM (DNSTM)	TO (UPSTM)	DISCH. E.I.	INLET E.I.	PLAN (PAY) LGTH (FT)	PIPE LGTH (FT)	SLOPE (%)	PIPE SIZE	TYPE	NOTES
	ENDEAVOR LN										
*	**P-1**	S-1	S-2	987.00	**989.16**	**100**	**97**	**2.23%**	30"	RCP	
	P-1A	S-2A	S-2B	996.81	997.41	43	40	1.49%	12"	RCP	NCM
*	**P-2**	S-2	S-3	**989.16**	994.15	**170**	**165**	**3.02%**	30"	RCP	
	P-2A	S-3	S-3A	995.65	996.27	14	10	6.02%	12"	RCP	
	P-2B	S-3	S-3B	995.40	996.63	17	14	9.11%	15"	RCP	
	P-2C	S-3B	S-3C	996.88	997.15	29	27	0.99%	12"	RCP	
	P-2D	S-3C	S-3D	997.25	997.42	18	17	1.00%	12"	RCP	
	P-3	S-3	S-4	994.15	995.15	43	37	2.72%	30"	RCP	
	P-4	S-4	S-4A	998.25	1001.12	102	96	2.99%	30"	RCP	
	P-4A	S-4A	S-5	1005.13	1007.87	76	72	3.81%	30"	RCP	NCM
	P-4B	S-5	S-5A	1012.44	1013.15	36	33	2.15%	12"	RCP	NCM
	P-5	S-5	S-6	1012.19	1014.75	116	111	2.31%	30"	RCP	NCM
	P-5A	S-6	S-6A	1019.00	1020.25	40	36	3.49%	12"	RCP	NCM
	P-6	S-6	S-7	1015.75	1018.29	107	102	2.50%	18"	RCP	
	P-6A	S-7	S-7A	1021.00	1022.04	39	36	2.89%	12"	RCP	NCM
	P-7	S-7	S-8	1018.39	1020.80	104	100	2.42%	18"	RCP	
	P-7A	S-8	S-8A	1024.00	1025.50	39	36	4.23%	12"	RCP	NCM
	P-8	S-8	S-9	1023.50	1028.47	83	78	6.35%	18"	RCP	

STORM SEWER ULOs

	ULO NO.	STATION	LOCATION (OFFSET)	TYPE	NOTES
					SEE 3005, 3006
*	**ULO1**	19+87.66	RT-46.40	ELEC	**SEE 3007,3008, 3009, 3010, 3011**
*	**ULO2**	19+68.29	RT-46.30	ELEC/TEL	**SEE 3000, 3001, 3002, 3003**
*	**ULO3**	19+15.14	RT-36.25	TEL	
	ULO4	15+22.76	RT-20.01	GAS	
	ULO5	13+39.45	RT-19.50	GAS/ELEC	
*	**3000**	**19+15.19**	**RT-39.54**	**FIBER**	**TOP @ 998.27**
*	**3001**	**19+15.29**	**RT-39.11**	**FIBER**	**TOP @ 998.13**
*	**3002**	**19+16.05**	**RT-39.25**	**FIBER**	**TOP @ 998.17**
*	**3003**	**19+15.97**	**RT-39.68**	**FIBER**	**TOP @ 998.14**
*	**3005**	**19+87.82**	**RT-48.98**	**POWER**	**TOP @ 997.32**
*	**3006**	**1987+91.00**	**RT-48.61**	**POWER**	**TOP @ 997.24**
*	**3007**	**19+72.66**	**RT-48.59**	**FIBER**	**TOP @ 998.79**
*	**3008**	**19+72.76**	**RT-48.11**	**FIBER**	**TOP @ 998.92**
*	**3009**	**19+67.57**	**RT-47.38**	**POWER**	**TOP @ 1000.27**
*	**3010**	**19+67.54**	**RT-47.85**	**POWER**	**TOP @ 1000.35**
*	**3011**	**19+67.40**	**RT-47.33**	**POWER**	**TOP @ 999.88**
*	**3012**	**19+67.39**	**RT-47.92**	**POWER**	**TOP @ 999.98**
*	**3013**	**18+72.59**	**RT-30.70**	**POWER**	**TOP @ 999.97**
*	**3014**	**18+72.72**	**RT-30.16**	**POWER**	**TOP @ 999.96**

SPECIFIC NOTES

(1) STA & LOC OF CENTER OF STRUCTURE GIVEN; SEE DETAIL SHEET D-1 SCREEN TREATMENT DEVICE
(2) PROP PRVT CONNECTION 30" RCP @ EI=1030.50 (S)
(3) PROP PRVT CONNECTION 18" RCP @ EI=1020.90 (S)
(4) REPLACE EXISTING CASTING WITH R-3067-7009 FOR MOUNTABLE CURB
** **(5) STA OFFSET PROVIDED IS AT FACE OF CURB**

ADJUST/REMOVE STORM STRUCTURES

	STRUC. NO.	TYPE	STATION	LOCATION (OFFSET)	TOP OF CASTING	PROP TOC	ADJ (FT)	NOTES
	S WHITNEY WAY							
	ADJ-1	IN 3357-011	5+68.98	LT-1.26	1002.45	1002.44	-0.01	
	ADJ-2	IN 3357-010	5+68.88	LT-21.55	1003.69	1003.03	-0.66	
**	**ADJ-3**	~~IN 3357-009~~	~~5+69.00~~	~~LT-58.02~~	~~1003.27~~	~~1003.30~~	~~0.03~~	~~(4)~~ **TO BE REMOVED (RS-1)**
**	**RS-1**	IN 3357-009	5+69.00	LT-58.02				**(4) PLUG PIPE**

NOTE: PLAN LENGTH (PAY LENGTH) IS FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE. PIPE LENGTH IS ACTUAL LENGTH OF PIPE FROM STRUCTURE WALL TO STRUCTURE WALL. SLOPE CALCULATED USING PIPE LENGTH.

STANDARD NOTES:

- ABBREVIATIONS: AE = APRON ENDWALL; RCP = REINFORCED CONCRETE PIPE; HERCP = HORIZONTAL ELLIPTICAL REINFORCED CONCRETE PIPE; DNA = DOES NOT APPLY; SAS = SEWER ACCESS STRUCTURE; LP = LOW POINT INLET STRUCTURE; FP = FIELD POURED STRUCTURE; TR = TOP OF CONCRETE ROOF; NCM = NO CROWN MATCH FOR PIPES; UD = UNDERDRAIN
- APPROXIMATE DISCHARGE E.I. GIVEN, ADJUST E.I. AND PIPE SLOPE IN THE FIELD.
- TOP OF CASTING GRADE GIVEN IS THE TOP OF CURB FOR INLET STRUCTURES AND THE FLOWLINE OF THE CLOSED CASTING FOR SAS's.
- TOP OF CONCRETE ROOF (TR) IS 1.25' BELOW TOP OF CASTING UNLESS OTHERWISE NOTED.
- ALL REINFORCED CONCRETE PIPES TO BE CLASS III UNLESS OTHERWISE NOTED.
- SURVEYOR TO CONFIRM THAT ALL INLET STATION / OFFSETS LINE UP WITH PROPOSED CURB AND GUTTER.
- ALL STRUCTURES CALLED OUT AS FIELD POURED SHALL BE FIELD POURED. ALL OTHER STRUCTURES (NOT INDICATED AS FIELD POURED) SHALL BE SUBMITTED TO CITY ENGINEERING FOR APPROVAL IF PRECAST STRUCTURES ARE PREFERRED. CONTACT DANIEL OLIVARES OF CITY ENGINEERING AT (608) 261-9285 FOR PRECAST APPROVALS, FAX SHOP DRAWINGS TO (608)264-9275, OR EMAIL SHOP DRAWINGS TO DAOLIVARES@CITYOFMADISON.COM.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91027

File ID:	91027	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	11/25/2025
File Name:	Accepting sidewalk improvements constructed by Private Contract In 215 N Fair Oaks, Private Contract No. 9282.			**Final Action:**	

Title: Accepting sidewalk improvements constructed by Private Contract In 215 N Fair Oaks, Private Contract No. 9282 (District 15).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	46.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9282 Sidewalk Schedule A.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	11/25/2025	Refer	BOARD OF PUBLIC WORKS	12/03/2025	12/03/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/3/2025						
1	BOARD OF PUBLIC WORKS	12/03/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91027

Fiscal Note

No City Funds required. Private Contract.

Title

Accepting sidewalk improvements constructed by Private Contract In 215 N Fair Oaks, Private Contract No. 9282 (District 15).

Body

WHEREAS, 219 N Fair Oaks LLC, has satisfactorily completed the installation of sidewalk improvements by private contract, in accordance with the City of Madison Standard Specifications for Public Works Construction, in: 215 N Fair Oaks.

NOW, THEREFORE, BE IT RESOLVED

1. That said sidewalk improvements be and are hereby accepted.

2. That the sidewalk improvements on the following streets be and are hereby accepted:

- N Fair Oaks Ave from N of 215 N Fair Oaks Ave to S of 215 N Fair Oaks Ave

The attached Schedule "A" representing the actual cost of construction of these improvements, which shall increase the street infrastructure value for Project No. 14533 by $ 8,035.33 for a useful life of 40 years.

STREET PLANT VALUE
SIDEWALKS

215 N Fair Oaks Avenue
14533

SIDEWALK

Description	Limits	Limits	Quantity	Unit	Unit Cost	Total Cost
N Fair Oaks Ave	**N of 215 N Fair Oaks Ave**	**S of 215 N Fair Oaks Ave**	1180	SF		$ 7,174.40
5' concrete sidewalk			*Engineering @ 12%*			$ 860.93
MS LINK NO. 3,174				***Total Cost***		$ 8,035.33
			Engineering @ 12%			
				Total Cost		
			Engineering @ 12%			
				Total Cost		
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			Engineering @ 12%			
				Total Cost		
GRAND TOTAL COST						$ 8,035.33

Prepared By: aek
Date: 11/25/2025

f:\enroot\priv_cont\contract finalization\schedule a\streets\9282 Sidewalk Schedule A.xls

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91104

File ID:	91104	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/02/2025
File Name:	Declaring the City of Madison's intention to exercise its police powers establishing the Cannonball Path: Phase 6 Assessment District - 2026.			**Final Action:**	

Title: Declaring the City of Madison's intention to exercise its police powers establishing the Cannonball Path: Phase 6 Assessment District - 2026. (District 14)

Notes: Aaron Canton

		CC Agenda Date:	01/13/2026
		Agenda Number:	47.
Sponsors:	Isadore Knox Jr.	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Approve	1/7/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/02/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91104

Fiscal Note

No Funds Required.

Title

Declaring the City of Madison's intention to exercise its police powers establishing the Cannonball Path: Phase 6 Assessment District - 2026. (District 14)

Body

BE IT HEREBY RESOLVED:

1. That the Common Council of the City of Madison hereby establishes an assessment district known as the Cannonball Path: Phase 6 Assessment District - 2026 to serve the Cannonball Path project along Fish Hatchery Road from where the existing Cannonball Path currently ends at Fish Hatchery Road (approximately 70-ft north of the Wisconsin and Southern Railroad crossing of Fish Hatchery Road) to the existing Wingra Creek Path along W Wingra Drive; all in accordance with Section 66.0701 (formerly Section 66.62) of the Wisconsin State Statutes and Section 4.09 of the Madison General Ordinances.

2. That the contemplated purpose of this assessment district is to install a sanitary lateral for the redevelopment of the city owned lot at 2120 Fish Hatchery Road; and any private storm sewer connections needed and approved along the project limits. These assessable items will be done in conjunction with the street work related to the Cannonball Path: Phase 6 project.

3. That the benefited properties shall have the opportunity to pay the special assessments which may be levied as a result of this assessment district in eight (8) annual installments, subject to the current interest rate in effect at the time of establishment of the special assessment.

4. That the City Engineer is hereby directed to prepare a report consisting of preliminary or final plans and specifications; an estimate of the entire cost of the proposed work or improvements within the assessment district; a schedule of proposed assessments, constituting an exercise of police power of the City of Madison; and a statement that the property against which the assessments are proposed is benefited.

5. That upon completion of this aforesaid report, the City Engineer shall proceed in accordance with Section 4.09 of the Madison General Ordinances.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 91197

File ID:	91197	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Declaring the City of Madison's Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way - Assessment District 2026.			**Final Action:**	

Title: Declaring the City of Madison's Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way - Assessment District 2026. (District 5)

Notes: Grecia Izquierdo Torres

		CC Agenda Date:	01/13/2026
		Agenda Number:	48.
Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Approve	1/7/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Re-refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Re-refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91197

Fiscal Note

No Funds Required.

Title

Declaring the City of Madison's Virginia Terrace, Norwood Place, Rugby Row, and Hillington Way - Assessment District 2026. (District 5)

Body

BE IT HEREBY RESOLVED:

1. That the Common Council of the City of Madison hereby establishes an assessment district known as the Virginia Terrace and Norwood Place - Assessment District 2026, serving Virginia Terrace from cul-de-sac south of Norwood Place to Regent Street, Norwood Place from Virginia Terrace to Hillington Way, Rugby Row from Virginia Terrace to Hillington Way, and Hillington Way from Norwood Place to Fox Avenue, all in accordance with Section 66.0701 (formerly Section 66.62) of the Wisconsin State Statutes and Section 4.09 of the Madison General Ordinances.

2. That the contemplated purposes of this assessment district are to remove and replace sanitary sewer main and laterals, water main, storm sewer main and laterals, base course, asphalt pavement, pavement marking, and spot replace curb and gutter, sidewalk, and driveway aprons.

3. That the benefited properties shall have the opportunity to pay the special assessments which may be levied as a result of this assessment district in eight (8) annual installments, subject to the current interest rate in effect at the time of establishment of the special assessment.

4. That the City Engineer is hereby directed to prepare a report consisting of preliminary or final plans and specifications; an estimate of the entire cost of the proposed work or improvements within the assessment district; a schedule of proposed assessments, constituting an exercise of police power of the City of Madison; and a statement that the property against which the assessments are proposed is benefited.

5. That upon completion of this aforesaid report, the City Engineer shall proceed in accordance with Section 4.09 of the Madison General Ordinances.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 91198

File ID:	91198	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Hoyt Park Lot Reconstruction. (District 5)			**Final Action:**	

Title: Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Hoyt Park Lot Reconstruction. (District 5)

Notes: Corey Stelljes

		CC Agenda Date:	01/13/2026
		Agenda Number:	49.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	Hoyt Lot Reconstruction Overview.pdf	**Enactment Number:**	
Author:	Corey Stelljes, Parks	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/6/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Williams, seconded by Stern, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91198

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for the Hoyt Park Lot Reconstruction. The total estimated cost of the project is $400,000. Funding is available in Munis #15134. No additional appropriation is required.

Title

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Hoyt Park Lot Reconstruction. (District 5)

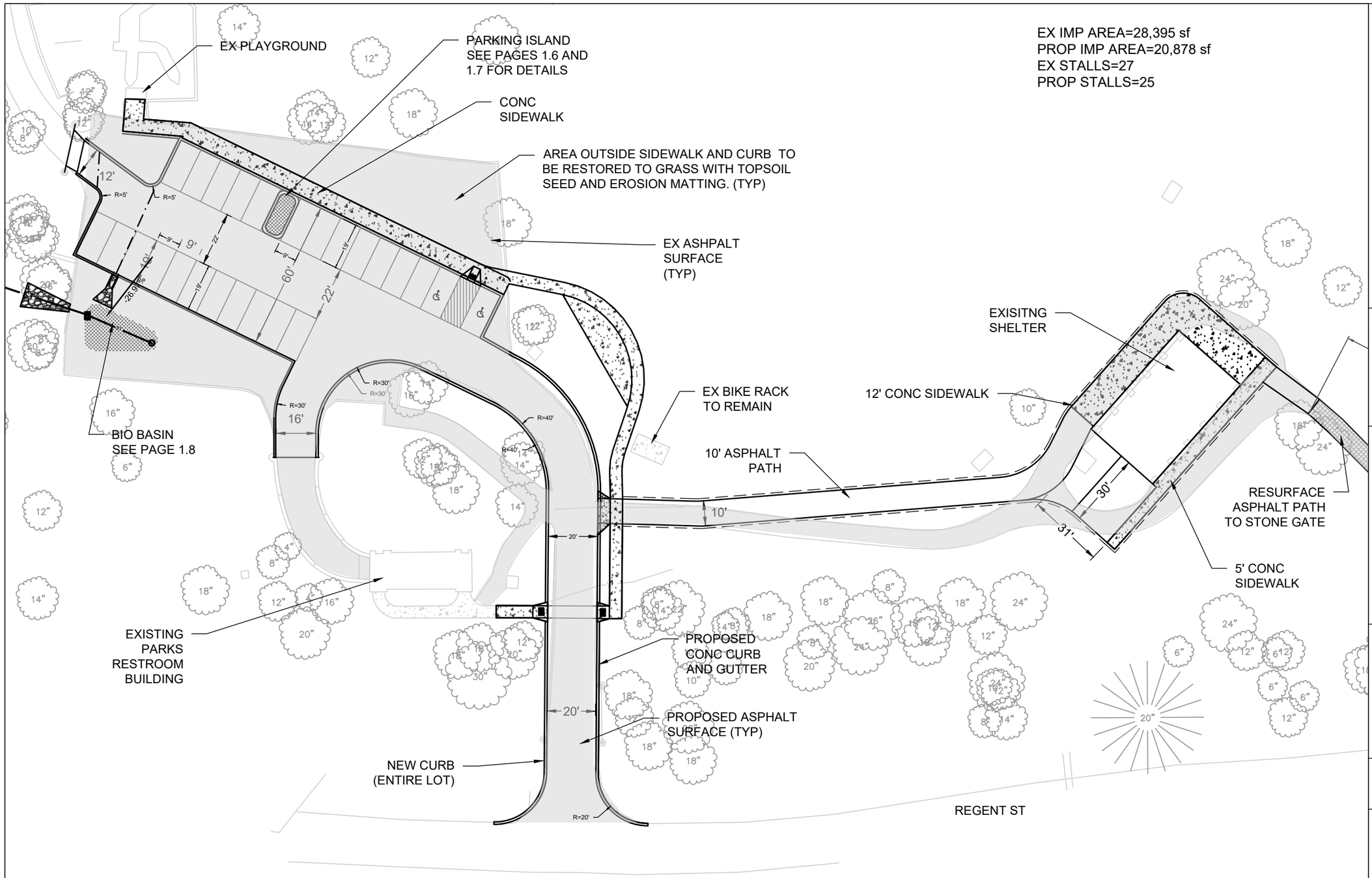
Body

BE IT RESOLVED,

1) That the plans and specifications for Hoyt Park Lot Reconstruction, be and are hereby approved.

2) That the Board of Public Works be and is hereby authorized to advertise and receive bids for said project.

3) That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.



City of Madison

Department of Public Works

PARKS DIVISION

City-County Building, Suite 104
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703

play MADISON PARKS

Graphical Scale
0 40
N

PROJECT:

HOYT PARK
LOT RECONSTRUCTION

PROJECT ADDRESS:

HOYT PARK
3902 REGENT ST
MADISON, WI 53705

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
ADVERTISED	TBD

PUBLIC WORKS PROJECT #:

TBD

SHEET TITLE:

OVERVIEW

SHEET NUMBER:

1.0

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91199

File ID:	91199	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving the City of Madison Standard Specifications for Public Works Construction, 2026 Edition.			**Final Action:**	

Title: Approving the City of Madison Standard Specifications for Public Works Construction, 2026 Edition. (Citywide)

Notes: Kyle Frank

		CC Agenda Date:	01/13/2026
		Agenda Number:	50.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	Summary of Changes Standard Specs - 2026.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91199

Fiscal Note

No Funds Required.

Title

Approving the City of Madison Standard Specifications for Public Works Construction, 2026 Edition. (Citywide)

Body

BE IT HEREBY RESOLVED:

WHEREAS, the City of Madison Department of Public Works has adopted Standard Specifications that are applicable to Public Works Construction Projects, and

WHEREAS, the current City of Madison Standard Specifications for Public Works Construction is the 2025 Edition

WHEREAS, the City Engineering Division periodically issues revisions to the Standard Specifications

NOW, THEREFORE, BE IT RESOLVED, that the City of Madison Standard Specifications for Public Works Construction, 2026 Edition be and hereby approved.

SUMMARY OF CHANGES TO PUBLIC WORKS STANDARD SPECIFICATION – 2026

STANDARD SPECIFICATIONS

Revise Article 107.1 Public Convenience and Safety

Summary of change: Update language regarding Contractors maintaining pedestrian access on at least one side of the street at all times, using the Temporary Sidewalk bid item if needed, and if that's not possible, they must establish a signed, accessible pedestrian detour around the project site.

Revise Article 107.7 Maintenance of Traffic

Summary of change: Add language requiring the Contractor to submit Contractor-prepared Traffic Control plans to both Traffic Engineering and Metro Transit for review and approval prior to implementation.

Revise Article 109.9 Barricades, Warning Signs and Flagging

Summary of change: Fix temporary pedestrian barricade language to remove the old WisDOT SDD number.

Revise Article 107.13 Tree Protection Specifications

Summary of change: Update tree protection requirements for protecting existing trees during construction in the public right-of-way, defining tree protection zones, outlining prohibited activities and construction methods near trees, requiring fencing and coordination with the City Forester, and revising fines or liquidated damages for damage, negligence, or failure to follow specified tree protection practices.

Revise Article 107.19 Project Information Sign

Summary of change: Revise information sign size.

New Article 107.21 City Fiber Optic Network Protection

Summary of change: The new article establishes that contractors working in Madison's public right-of-way must take extreme care to protect the city's fiber-optic network, used for vital public services, and are fully responsible for promptly reporting, repairing, and covering all costs or damages, including potential liquidated damages, resulting from negligence or failure to follow these specifications.

New Article 107.22 Temporary Sidewalk Access

Summary of change: This new bid item covers providing, maintaining, and removing accessible temporary sidewalk routes within the construction zone, including any required temporary ramps, using approved hard

surface materials to meet PROWAG standards, with payment made per each completed installation as directed by the Construction Engineer.

Revise Article 202

Summary of change: Adding requirements for clay liner and associated bid items. Adding requirements for infiltration basin soil testing and engineered soil testing

Revise Article 203.2(c) Abandoning Structures and Pipes

Summary of change: The required wall removal depth for abandoned sewer structures was increased from 2 feet to 4 feet below finished grade.

Revise Article 207

Summary of change: Changing germination requirements for native species. Updating seed mix options for Infiltration Basin Side Slopes and Tallgrass Prairie Seed Mix

Revise Article 209

Summary of change: Clarifying contractor to be responsible for staking tree planting locations and the Engineer will review and approve the tree planting plan prior to staking. Minor edits to 209.4(k) with regards to placement of mulch around tree bases. Clarifying that mulch should be free of plant material from invasive species (such as buckthorn, honeysuckle, etc.)

Revise Article 210

Summary of change: Clarifying that there is only 1 product that is Class I, Type A Organic that meets WDOT PAL. Adding specifications and bid item for manufactured geosynthetic erosion control products. Update EC matting to include trenching in the ends and top on the slopes and transitions.

Revise Article 211

Summary of change: Requiring temporary cover crop for sites that that are installed after September 1st, but will not be planted by staff until the following Spring. Update rain garden specs to require matting on side slopes

Revise Article 213

Summary of change: Adding specifications for articulated concrete block and associated bid item. Adding specifications for fence boundary on stormwater lands and associated bid item

Revise Article 303.1(e) Temporary Sidewalk

Summary of change: Revise the language in the temporary sidewalk item.

Add Article 403.26 Temporary Asphalt Pavement Wedging and Removal

Summary of change: Add standard items for temporary asphalt pavement wedging and removal.

Revise Article 409.1 General

Summary of change: Revise mill & overlay/patching criteria to further clarify criteria for patching streets with special conditions like seal coating. Added patching criteria for multi-use asphalt paths.

Revise Article 502.1(f) Utility Trench Patches

Summary of change: (this change is still under review): – Consider revising the specification so that removal of concrete pavement is incidental to the type I trench patch bid item.

Revise Article 504.2(h) Storm Sewer Wyes, Tees, Angle-Sections, and Other Special Precast Sections

Summary of change: Fix typos related to fittings for Corrugated Metal Pipe and Polypropylene Pipe. 504.2(e) is Polypropylene Pipe

Revise Article 507.3(d) Sewer Connections

Summary of change: Fix typos and modify Table 3-Private Connections and notes to prohibit taps to elliptical pipes

Revise Article 508.1(b) Concrete Supports

Summary of change: Clarify that Styrofoam blocks shown in SDD 5.8.1 to be installed above existing utility and incidental to the item for concrete supports. Each Concrete Support pay items to include two (2) concrete supports installed on both side of the pipe to be protected.

Revise Article 509.7(a) CIPP Samples

Summary of change: Replace repair methods for common defects in CIPP with updated language

Revise Article 702.4.2 Mechanical Joint Restraints

Summary of change: revise list to

(1) EBAA Iron Inc. – MEGALUG® Series 1100.
(2) Star Pipe Products – Stargrip® Series 3000.
(3) SIP Industries – EZ Grip® Series EZD
(4) Romac Gripring (for cast iron only with similar outside diameter as ductile iron)
(5) Or engineer approved equal.

Revise Article 703.6 Backfilling and Compaction

Summary of change: Revise section 703.6.1(2)1 as follows

"Bedding material shall be either ~~washed gravel, clear stone,~~ crushed stone, limestone screenings or sand, in meeting the requirements of Section 502.1(d) of the Standard Specifications. Dense graded base is not acceptable bedding and cover material for water pipes. ~~Crushed stone is not acceptable bedding material for water pipes unless authorized by the Engineer.~~"

BID ITEMS

New Items
10714, TEMPORARY SIDEWALK ACCESS, (EACH)
40396, TEMPORARY ASPHALT PAVEMENT WEDGING, (LINEAR FEET)

Add bid item for clay liner
Add bid item for manufactured geosynthetic erosion control products
Add bid item for articulated concrete block
Add bid item for fence boundary on stormwater lands

Revised Items
10950, ARCHAEOLOGY FIELD MONITORING OR INVESTIGATION, (LUMP SUM) revise to 10950, ARCHAEOLOGY FIELD MONITORING OR INVESTIGATION AND REPORT, (LUMP SUM)
50404, UNDERCUT FOR STORM SEWER, (CUBIC YARD) revised to 50204

Deleted Items
10951, FINAL ARCHAEOLOGY MONITORING REPORT, (LUMP SUM)
50221, UTILITY TRENCH PATCH TYPE I, (TRENCH FEET) – this change is still under review

DETAIL DRAWINGS

Revised Details
Summary of change: Modify to show erosion matting being trenched in the ends and top on the slopes and transitions.
SDD 1.02-Erosion Mat

Summary of change: Add requirement to place erosion matting up side slopes of raingardens
SDD 2.09-8' Terrace Raingarden Plan

SDD 2.10-8' Terrace Raingarden Sections
SDD 2.11-10' Terrace Raingarden Plan
SDD 2.12-10' Terrace Raingarden Sections
SDD 2.13-10' Terrace Bioretention Plan

Summary of change: Update details regarding curb ramp flares aligning more toward PROWAG & WisDOT.
SDD 3.03 – Standard Curb Ramps Types 1 and 2
SDD 3.04 – Curb Ramps General and Curb Ramp Type 2-A and Type 2-B

- Update the SDD name in Part VIII to this: Curb Ramps General and Curb Ramp Type 2-A and Type 2-B

Summary of change: Revise overlapping arrows – Type 'A' Mountable detail.
SDD 3.06 – Madison Standard Concrete Curb & Gutter

Summary of change: Fix typo in note 2 that should reference Section 504.2(k)
SDD 5.4.4-Riprap at Apron End Walls

Summary of change: Show dimensions for railing spacings. Clarify that all railings to be galvanized with epoxy coating, not just the base plate.
SDD 5.5.3-Culvert Wingwall Railings

Summary of change: Add dimensions for approved openings for SAS openings is 24".
SDD 5.7.2-Sanitary Sewer Precast SAS
SDD 5.7.15-SAS Chimney and Casting
SDD 5.7.17-SAS Internal Chimney Seal

Summary of change: Change notes for amount of adjustment so that it matches the standard specifications, which is 2 ¼" to 8" for precast inlets and 3" to 9" for precast access structures.
SDD 5.7.7-Type "H" Inlet

Summary of change: Add note to refer to Section 507.3(d) part 2 regarding connections that require kor-n-seal boots.
SDD 5.7.5-Storm Sewer Precast SAS (Through Section View)
SDD 5.7.31-Flexible Pipe to SAS Connector

Summary of change: Updated the bike symbol as required by the newest edition of the MUTCD.
SDD 6.40 – Pavement Marking Details

Summary of change: Required pressure gauges should go up to 200 psi.
SDD 7.05B-Pressure Reducing Valve Detail

Summary of change: Install 1-inch minimum conduit through exterior wall.
SDD 7.29-2" Badger Recordall Turbo Series Meter Standard Installation
SDD 7.36-Standard 1-1/2" – 2" Meter Installation

Summary of change: Install 1-inch minimum conduit through exterior wall. Update meter lay length for 6-inch meter

SDD 7.37-Badger Recordall Compound Meter Standard Installation

Summary of change: Install 1-inch minimum conduit through exterior wall. Delete GPM data from meter table
SDD 7.40- Badger Recordall Turbo Series Meter Standard Installation

Summary of change: Install 1-inch minimum conduit through exterior wall. Update Meter lay length for 3-inch and 4-inch meters.
SDD 7.41-Sensus Omni Meter Standard Installation

New Details
SDD 2.19 – Terrace Support System
Add detail for fence boundary on stormwater lands

Deleted Details
NONE

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91200

File ID:	91200	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Authorizing the Mayor and City Clerk to execute a revised State/Municipal Agreement with the State of Wisconsin Department of Transportation for Project I.D. 5992-10-73/74, for High Point Road.			**Final Action:**	

Title: Authorizing the Mayor and City Clerk to execute a revised State/Municipal Agreement with the State of Wisconsin Department of Transportation for Project I.D. 5992-10-73/74/75, for High Point Road (District 1, District 7)

Notes: Chris Petykowski

		CC Agenda Date:	01/13/2026
		Agenda Number:	51.
Sponsors:	BOARD OF PUBLIC WORKS, John W. Duncan And Badri Lankella	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Chris Petykowski	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/6/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91200

Fiscal Note

The proposed resolution authorizes a revised agreement for cost sharing for the High Point Rd construction project from Raymond Rd to Midtown Plat Limit in 2026. The revised agreement adds the sewer and water utility work which is 100% locally funded. Under the revised agreement there is no change to street work. The total added utility work is $535,300 comprised of Sewer Utility ($282,800) and Water Utility ($252,500). Funding is provided in the 2026 Adopted Capital Budget in the High Point/Raymond/Mid Town project (Munis #12454). No additional appropriation is required.

Title

Authorizing the Mayor and City Clerk to execute a revised State/Municipal Agreement with the State of Wisconsin Department of Transportation for Project I.D. 5992-10-73/74/75, for High Point Road (District 1, District 7)

Body

Engineering Division submitted an application for and were awarded Federal funds under the Surface Transportation Block Grant Program. The City was awarded funds for 80% of construction costs (up to $2,400,000).

The City of Madison is proposing to construct High Point Road from the Midpoint Meadows Plat to Raymond Road. The project will be constructed under a contract let by the Wisconsin Department of Transportation (WisDOT). A project Agreement with the State of Wisconsin Department of Transportation is required to cover estimated construction costs. The proposed project is planned for construction in the years 2026-2027.

The City also intends to install new sanitary sewer and water mains with the project. These construction items are 100% city funded.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are hereby authorized to execute an agreement with the State of Wisconsin Department of Transportation for construction cost sharing for High Point Road project.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91201

File ID:	91201	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Declaring the City of Madison's intention to exercise its police powers establishing the Milwaukee Street & Sprecher Road Traffic Signal Assessment District.			**Final Action:**	

Title: Declaring the City of Madison's intention to exercise its police powers establishing the Milwaukee Street & Sprecher Road Traffic Signal Assessment District. (District 3, District 16).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	52.
Sponsors:	Derek Field And Sean O'Brien	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91201

Fiscal Note

No Funds Required.

Title

Declaring the City of Madison's intention to exercise its police powers establishing the Milwaukee Street & Sprecher Road Traffic Signal Assessment District. (District 3, District 16).

Body

NOW, THEREFORE, BE IT RESOLVED:

1. That the Common Council of the City of Madison hereby establishes an assessment district known as the Milwaukee Street & Sprecher Road Traffic Signal Assessment District, all in accordance with Section 66.0701 (formerly Section 66.62) of the Wisconsin State Statutes and Section 4.09 of the Madison General Ordinances.

2. That the contemplated purposes of this assessment district is to install, operate and maintain traffic signal improvements at the intersection of Milwaukee Street & Sprecher Road.

3. That the benefited properties shall have the opportunity to pay the special assessments which may be levied as a result of this assessment district in eight (8) annual installments, subject to the current rate in effect at the time of establishment of the special assessment.

4. That the City Engineer is hereby directed to prepare a report consisting of preliminary or final plans and specifications; an estimate of the entire cost of the proposed work or improvements within the assessment district; a schedule of proposed assessments, constituting an exercise of police power of the City of Madison; and a statement that the property against which the assessments are proposed is benefitted.

5. That upon completion of this aforesaid report, the City Engineer shall proceed in accordance with Section 4.09 of the Madison General Ordinances.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91202

File ID:	91202	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Warner Park Pickleball Courts and Worthington Park Futsal Court.			**Final Action:**	

Title: Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Warner Park Pickleball Courts and Worthington Park Futsal Court. (District 12, District 15, District 18)

Notes: Brian Kowalski

		CC Agenda Date:	01/13/2026
		Agenda Number:	53.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	Contract 9694 - Warner Park Pickleball Courts and Worthington Park Futsal Court.pdf	**Enactment Number:**	
Author:	Brian Kowalski, Parks	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/6/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 91202

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for the Warner Park Pickleball Courts and Worthington Park Futsal Court. The total estimated cost of the projects is $965,000. Funding is available in Munis #15049 ($550,600) and Munis #15153 ($414,400). No additional appropriation is required.

Title

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Warner Park Pickleball Courts and Worthington Park Futsal Court. (District 12, District 15, District 18)

Body

BE IT RESOLVED,

1) That the plans and specifications for Warner Park Pickleball Courts and Worthington Park Futsal Court, be and are hereby approved.

2) That the Board of Public Works be and is hereby authorized to advertise and receive bids for said project.

3) That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

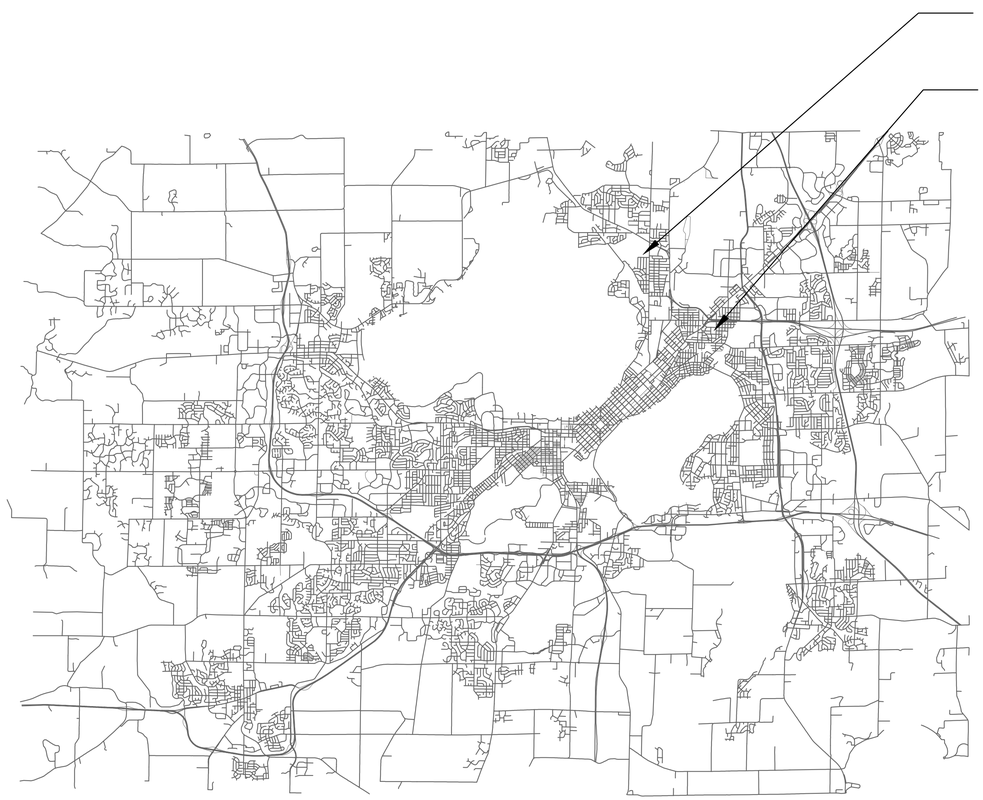
LEGEND

- EX. ELECTRICAL HAND HOLE
- EX. ELECTRICAL PEDESTAL
- EX. TELEPHONE PEDESTAL
- EX. TREE
- EX. WATER HYDRANT
- EX. WATER VALVE
- EX. PROPERTY LINE
- EX. EASEMENT
- EX. FENCE LINE
- EX. TREE LINE
- EX. CONTOUR (INDEX)
- EX. CONTOUR (INTER)
- EX. ABANDONED UTILITY
- EX. ELECTRIC
- EX. FIBER OPTIC
- EX. NATURAL GAS
- EX. OVERHEAD LINE
- EX. SANITARY SEWER
- EX. STORM SEWER
- EX. CABLE TV
- EX. UNDERGROUND TELEPHONE
- EX. WATER LINE
- EX. GRAVEL
- EX. CONCRETE
- ###.## PRO. SPOT ELEVATION
- PRO. CONTOUR (INDEX)
- PRO. CONTOUR (INTER)
- PRO. SWALE
- PRO. SILT SOCK
- PRO. CONSTRUCTION FENCE
- PRO. STORM SEWER
- PRO. ASPHALT
- PRO. CONCRETE
- PRO. CONSTRUCTION ENTRANCE
- PRO. MILL AND RESURFACE
- REMOVE MILL AND RESURFACE
- REMOVE EX. ASPHALT
- REMOVE ELECTRICAL SERVICE
- REMOVE LIGHT POLE
- CLEAR AND GRUB

WARNER PARK PICKLEBALL COURTS AND WORTHINGTON PARK FUTSAL COURT

MUNIS NUMBERS:

13410-51-130 & 15049-51-130



DESIGNED BY:

WISCONSIN
BRIAN S. KOWALSKI
LA-1028
MADISON
WI
LANDSCAPE ARCHITECT

SHEET SCHEDULE

WARNER PARK PICKLEBALL COURTS

L101	Project Location and Site Access Plan
L102	Existing Conditions
L103	Demolition and Protection Plan
L104	Site Plan
L105	Grading and Erosion Control Plan
L106	Site Restoration Plan
L107	Court Layout
L108	Pavement Details
L109	Fence & Net Details
L110	Stormwater Details
L111	Design Computations

WORTHINGTON PARK FUTSAL COURT

L201	Project Location and Site Access Plan
L202	Existing Conditions
L203	Demolition and Protection Plan
L204	Site Plan
L205	Grading and Erosion Control Plan
L206	Site Restoration Plan
L207	Court Layout
L208	Pavement Details
L209	Stormwater Details
L210	Design Computations

Electrical Drawings

G100	Cover Sheet
E000	Electrical Notes and Symbols
ED100	Electrical Site Demolition Plan
E100	Electrical Site Plan
E500	Electrical Schedules and Details

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

N

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:

9694

SHEET TITLE:

COVER SHEET

SHEET NUMBER:

M:\Maps\parks\Warner\2025 Pickleball\WarnerWorthington_SE PH1 Cover Sheet.dwg

NOTES

THE CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY EXISTING UTILITIES, STRUCTURES, SIDEWALK, CURB, LAWN, PAVEMENT, ETC. DAMAGED THROUGH CONSTRUCTION ACTIVITIES AT THEIR OWN EXPENSE. REPAIRS MUST BE MADE IN ACCORDANCE WITH THE CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION.

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 30

N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE. MADISON, WI 53704

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

PROJECT LOCATION AND SITE ACCESS PLAN

SHEET NUMBER:

L101

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NOTES

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City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 20
N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE. MADISON, WI 53704

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

EXISTING CONDITIONS

SHEET NUMBER:

L102

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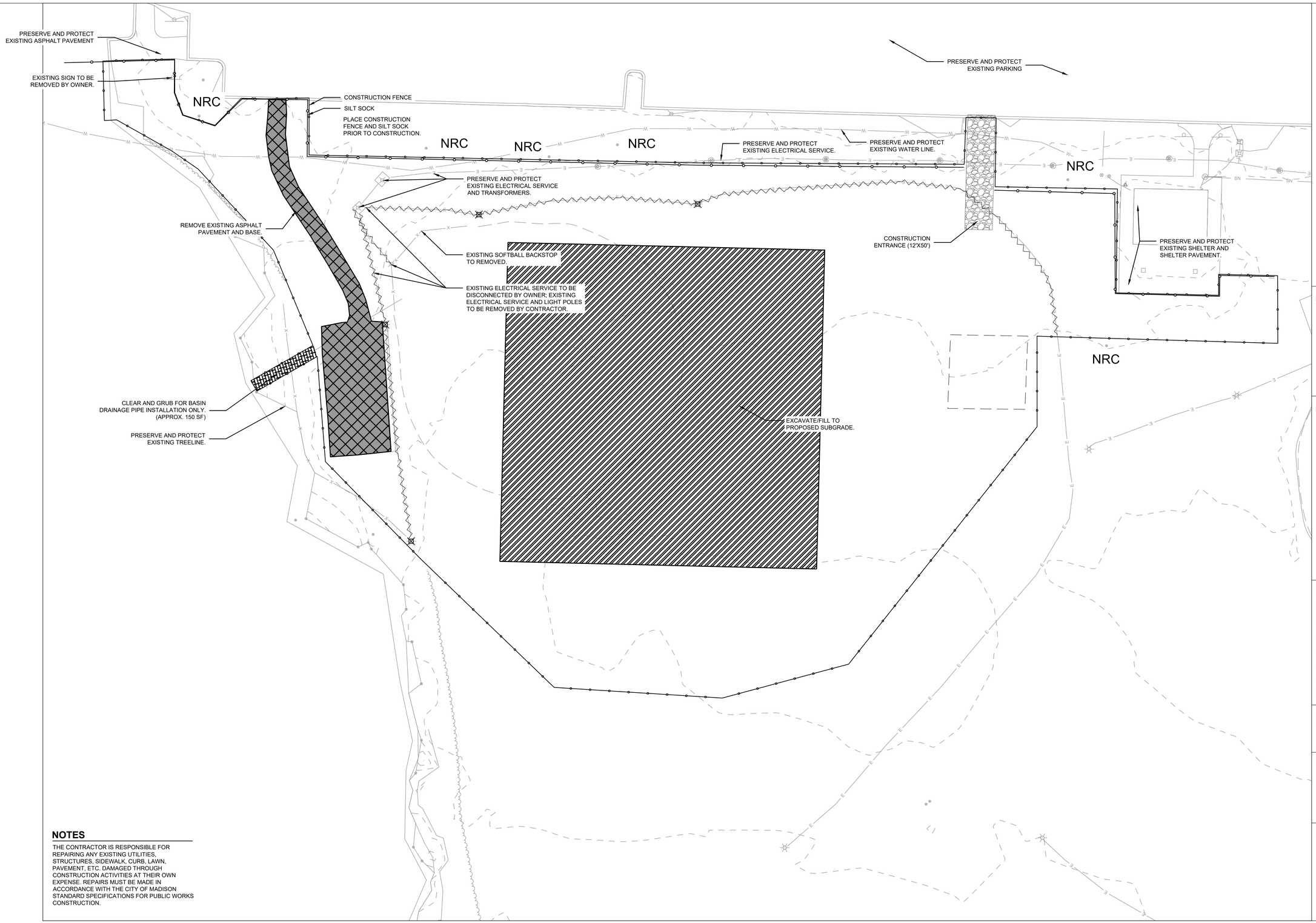

NOTES

THE CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY EXISTING UTILITIES, STRUCTURES, SIDEWALK, CURB, LAWN, PAVEMENT, ETC. DAMAGED THROUGH CONSTRUCTION ACTIVITIES AT THEIR OWN EXPENSE. REPAIRS MUST BE MADE IN ACCORDANCE WITH THE CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION.

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 20
N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE. MADISON, WI 53704

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

DEMOLITION PLAN AND PROTECTION PLAN

SHEET NUMBER:

L103

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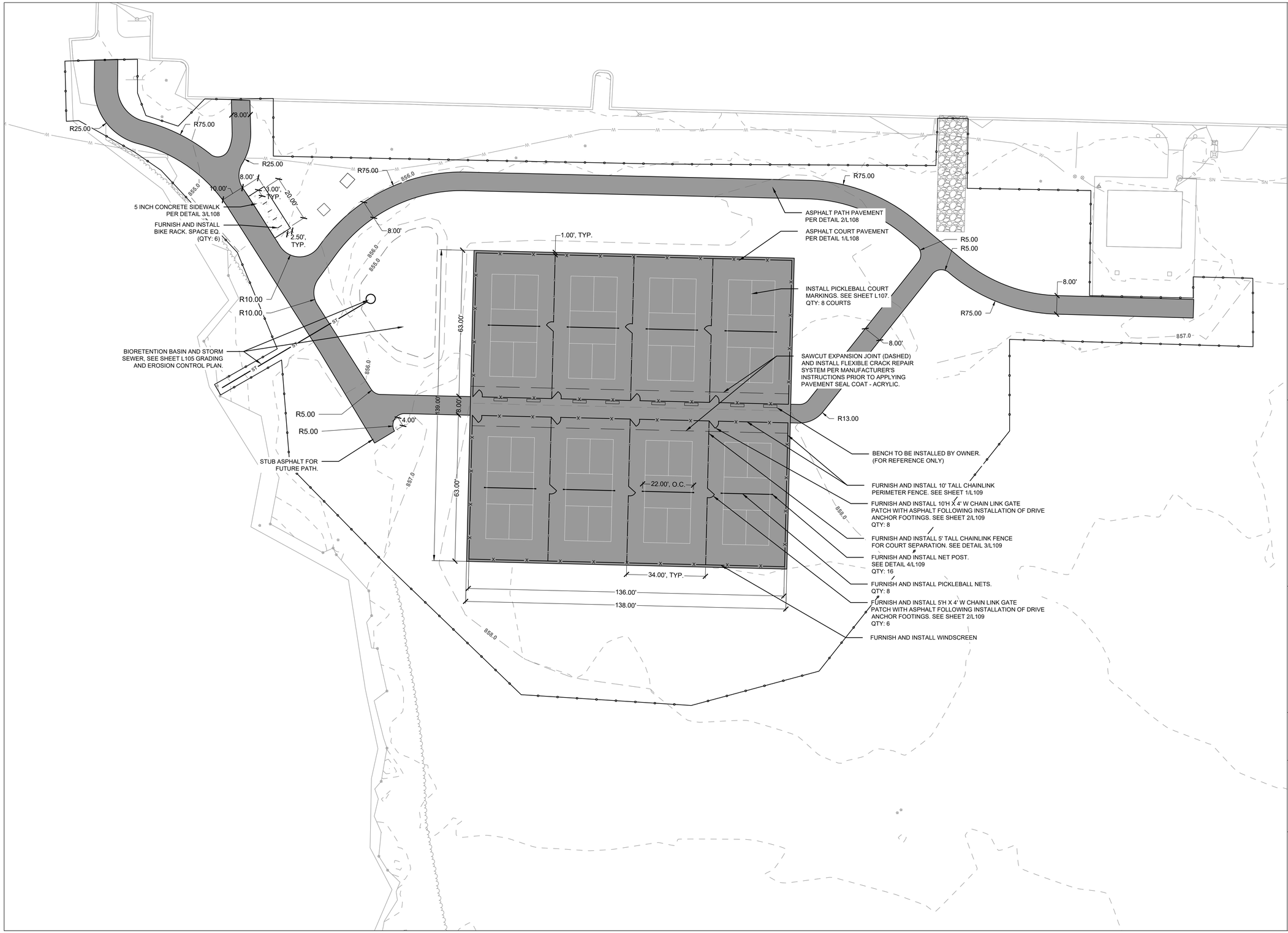

City of Madison
Department of Public Works
PARKS DIVISION

330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 20
N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE. MADISON, WI 53704

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

SITE PLAN

SHEET NUMBER:

L104

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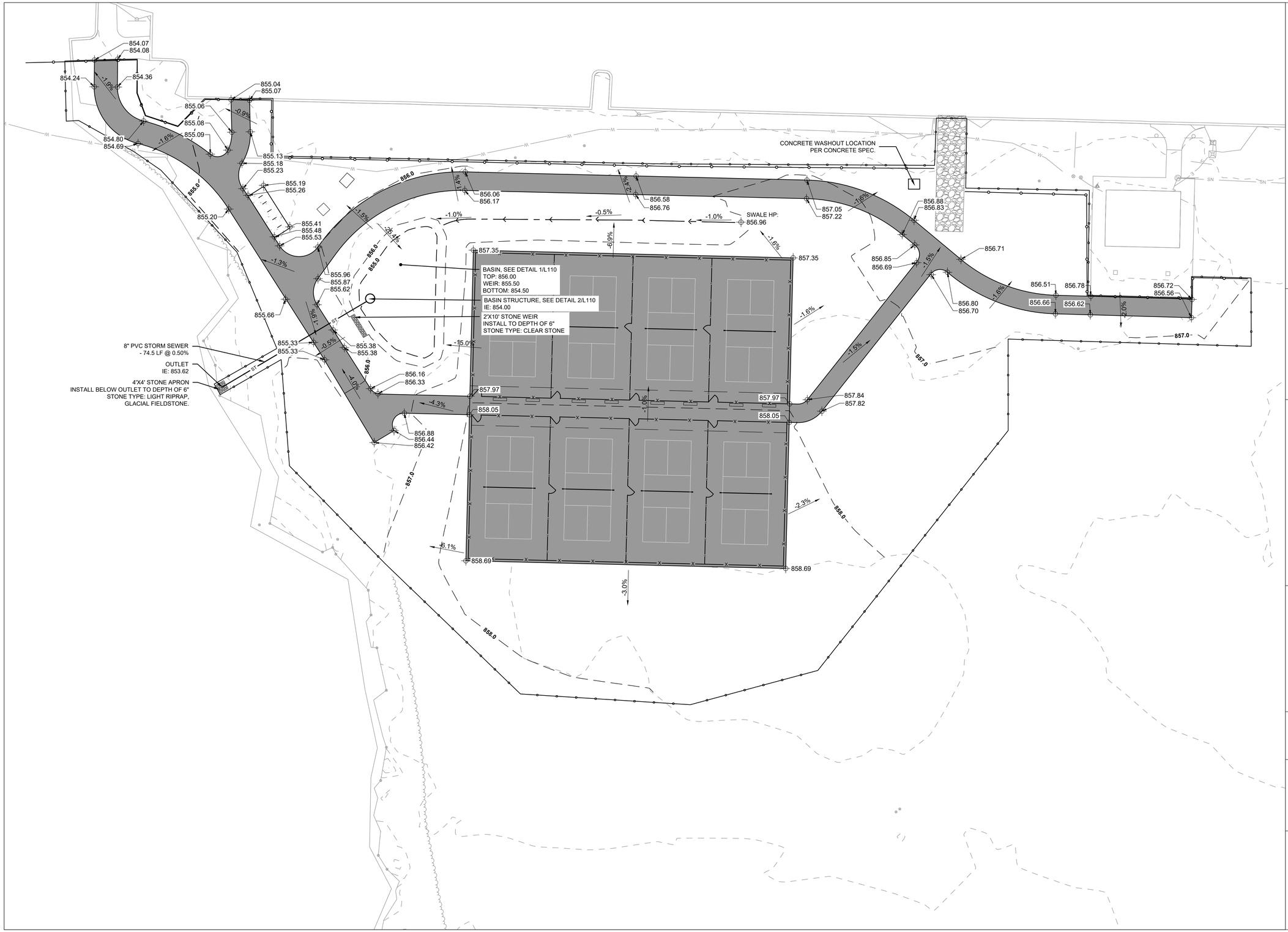

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City of Madison
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PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 20
N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE.
MADISON, WI 53704

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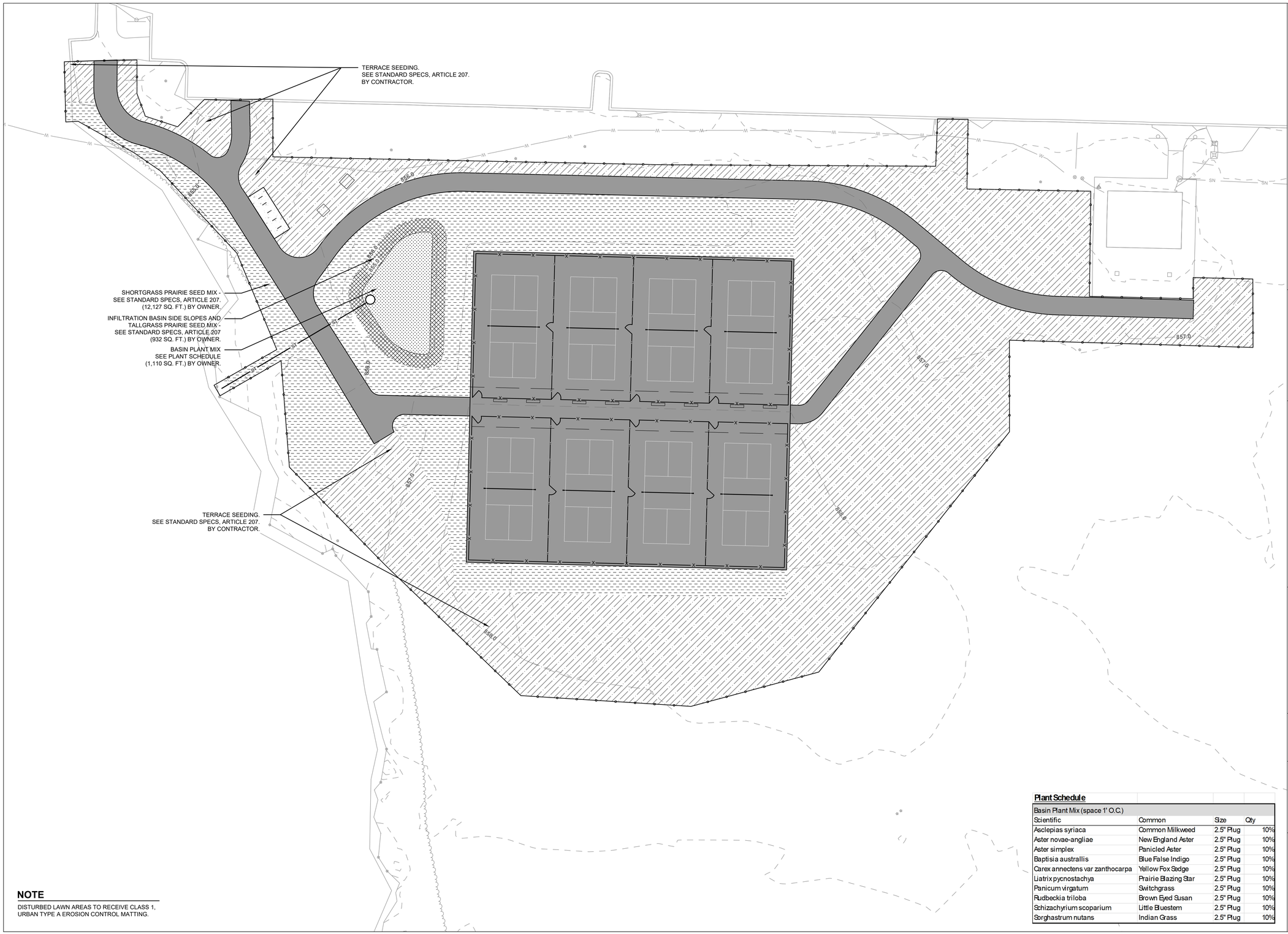
ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:
GRADING AND EROSION CONTROL PLAN

SHEET NUMBER:
L105



NOTE

DISTURBED LAWN AREAS TO RECEIVE CLASS 1, URBAN TYPE A EROSION CONTROL MATTING.

Plant Schedule

Basin Plant Mix (space 1' O.C.)			
Scientific	Common	Size	Qty
Asclepias syriaca	Common Milkweed	2.5" Plug	10%
Aster novae-angliae	New England Aster	2.5" Plug	10%
Aster simplex	Panicled Aster	2.5" Plug	10%
Baptisia australis	Blue False Indigo	2.5" Plug	10%
Carex annectens var zanthocarpa	Yellow Fox Sedge	2.5" Plug	10%
Liatrix pycnostachya	Prairie Blazing Star	2.5" Plug	10%
Panicum virgatum	Switchgrass	2.5" Plug	10%
Rudbeckia triloba	Brown Eyed Susan	2.5" Plug	10%
Schizachyrium scoparium	Little Bluestem	2.5" Plug	10%
Sorghastrum nutans	Indian Grass	2.5" Plug	10%

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Graphical Scale
0 20
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PROJECT:

WARNER PARK
PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE.
MADISON, WI 53704

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

SITE PLAN

SHEET NUMBER:

L106

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NOTES

1. ALL DIMENSIONS TO OR FROM LINE MARKING FROM THE INSIDE EDGE OF LINE MARKINGS UNLESS OTHERWISE NOTED.
2. ALL LINE MARKINGS SHOWN SHALL BE WHITE COLOR AND 2" WIDTH. SEE SPECIFICATIONS FOR ADDITIONAL LINE PAINTING INFORMATION.
3. COLORS INDICATED ARE FOR ACRYLIC PAVEMENT SEAL COAT. COLOR SAMPLES SHALL BE SUBMITTED TO THE PROJECT MANAGER FOR APPROVAL PRIOR TO APPLICATION. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.

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MADISON PARKS

Graphical Scale
0 10

N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE. MADISON, WI 53704

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

COURT LAYOUT

SHEET NUMBER:

L107

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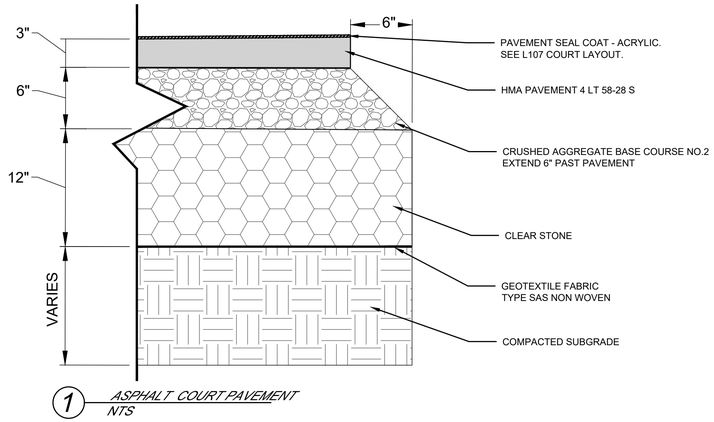
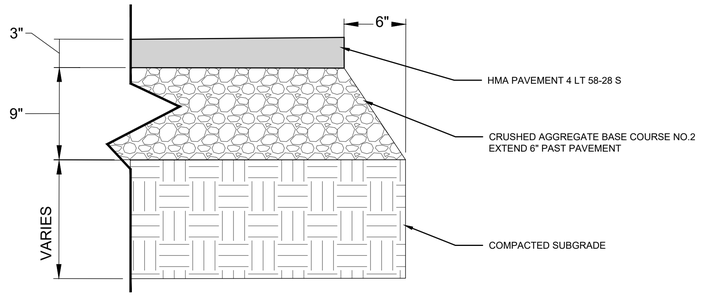
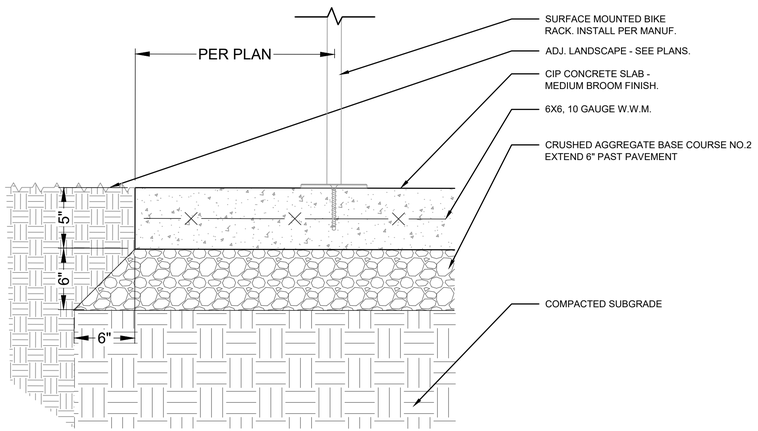


1 *ASPHALT COURT PAVEMENT*
NTS



2 *ASPHALT PATH PAVEMENT*
NTS



3 *5" CONCRETE SIDEWALK W/ BIKE RACK MOUNTING*
NTS

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Madison, WI 53715

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PROJECT:

WARNER PARK
PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE.
MADISON, WI 53704

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

PAVEMENT DETAILS

SHEET NUMBER:

L108

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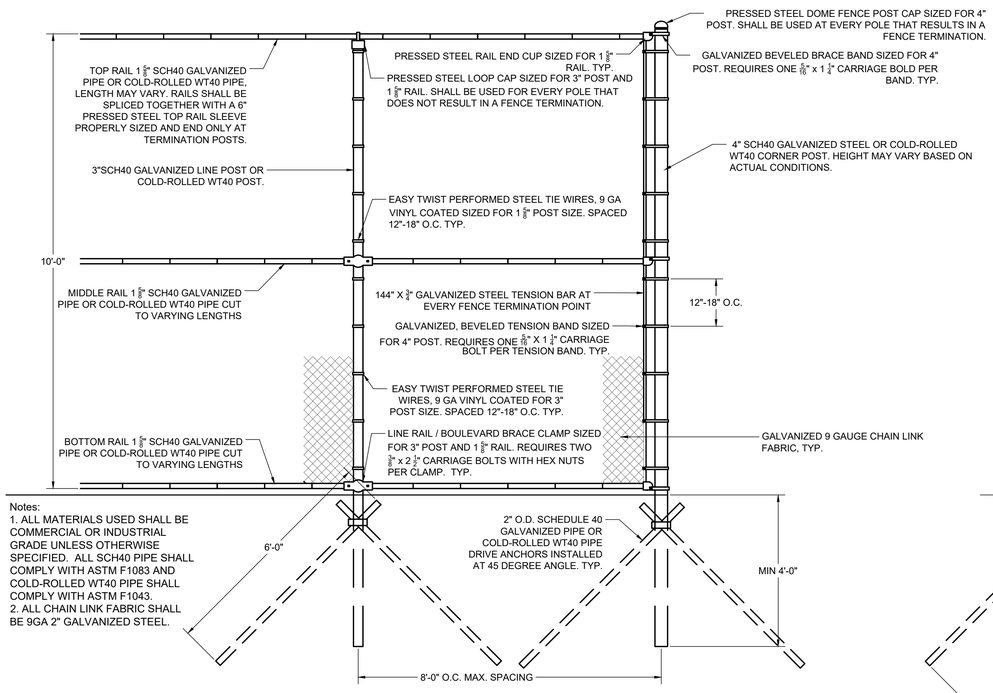
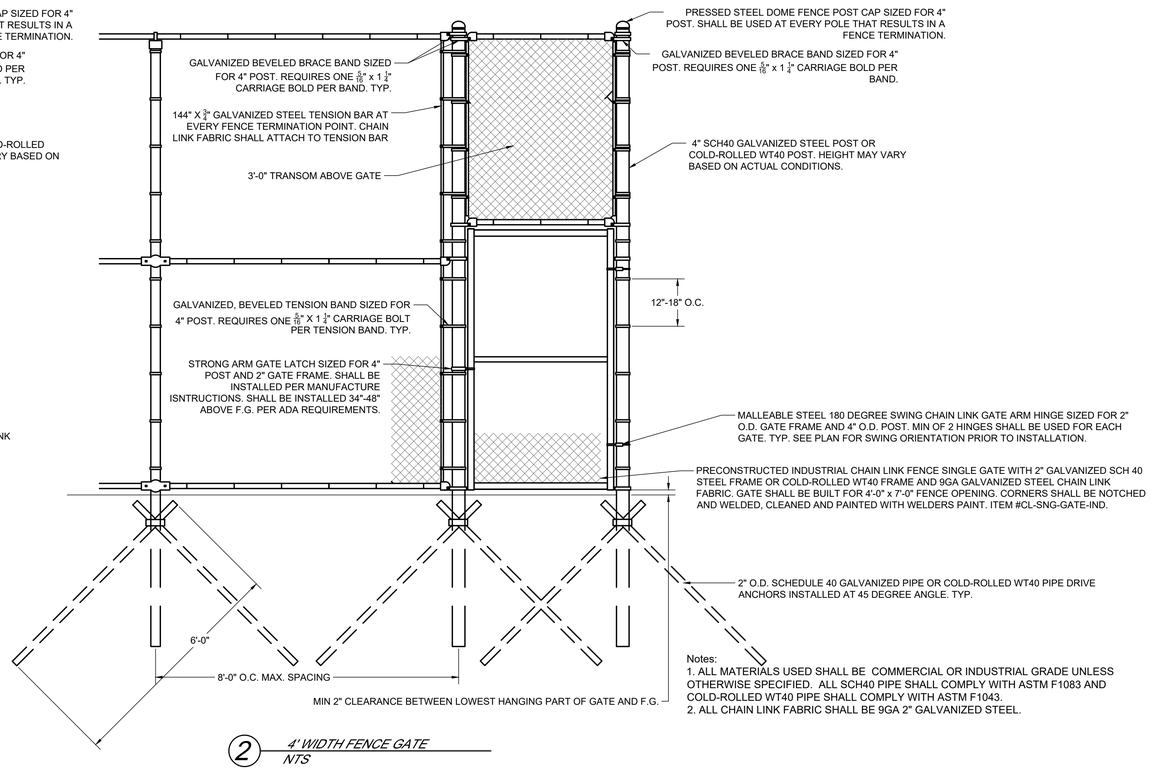
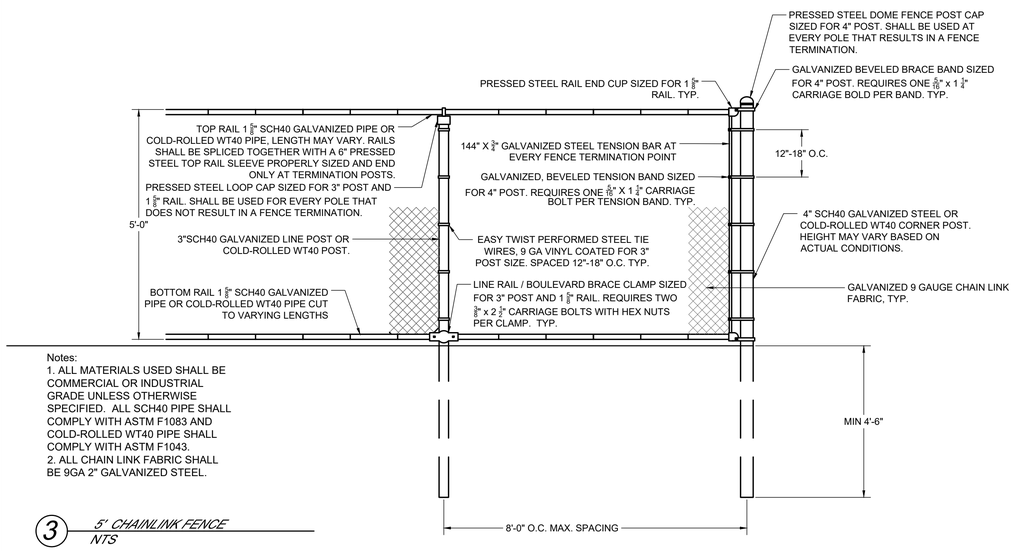


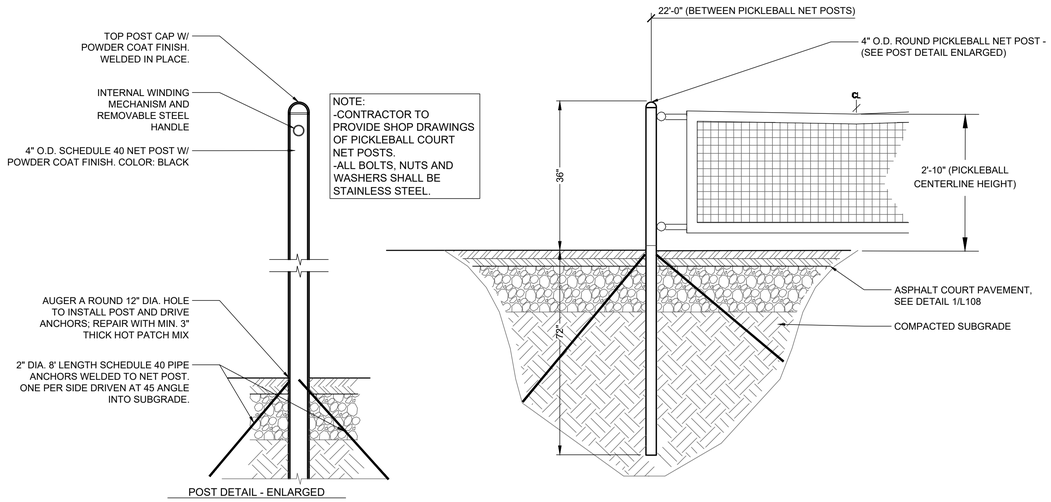
1 *10' CHAINLINK FENCE*
NTS



2 *4' WIDTH FENCE GATE*
NTS



3 *5' CHAINLINK FENCE*
NTS



4 *NET POST*
NTS

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

N

PROJECT:

WARNER PARK PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE. MADISON, WI 53704

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

FENCE & NET DETAILS

SHEET NUMBER:

L109

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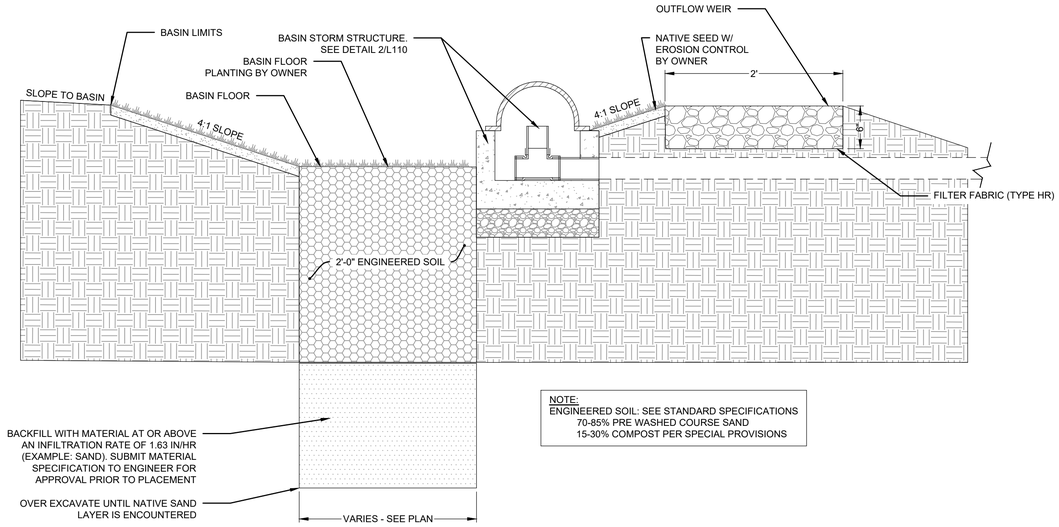
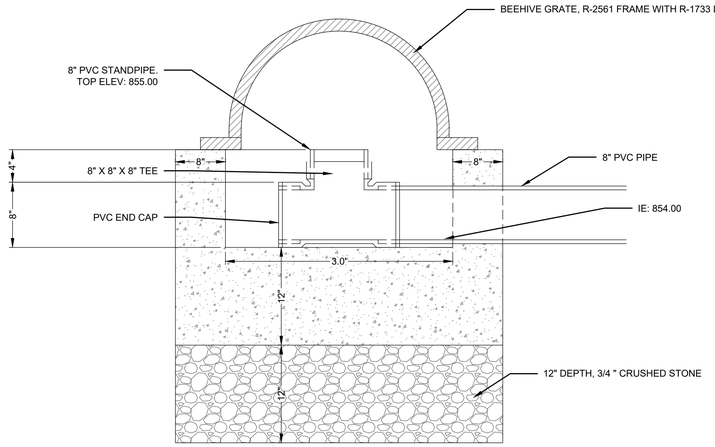


1 BIO-RETENTION BASIN X-SEC (TYP)
NTS



2 BIO-RETENTION BASIN STORM STRUCTURE
NTS

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N

PROJECT:

WARNER PARK PICKLEBALL COURT

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2930 N. SHERMAN AVE. MADISON, WI 53704

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:
STORMWATER DETAILS

SHEET NUMBER:
L110

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Sort	Grp	Material	Item	From Surface Model	To Surface Model	area (sq ft)	depth (ft)	Unfac-tored volume (cu ft)	Unfac-tored volume (cu yd)	Expan-sion Factor (%)	Factored (Uncom-pacted) Volume (cu yd)
	Grass to Court Asphalt	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	18492	0.50	9246	342.4	0%	342.4
	Grass to Court Asphalt	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-21in	18492	varies	10603	392.7	0%	392.7
	Grass to Court Asphalt	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-21in	18492	varies	0	0.0	0%	0.0
	Grass to Court Asphalt	Clearstone (for Court Pavement) Place	Place 12in clear stone base	n/a	n/a	18492	-1.00	-18492	-684.9	0%	-684.9
	Grass to Court Asphalt	Gravel Place	Place 6in gravel base	n/a	n/a	18492	-0.50	-9246	-342.4	0%	-342.4
	Grass to Court Asphalt	Asphalt Place	Place 3in asphalt	n/a	n/a	18492	-0.25	-4623	-171.2	0%	-171.2
	Grass to Grass.1	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	21377	0.50	10688	395.9	0%	395.9
	Grass to Grass.1	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-6in	21377	varies	1090	40.4	0%	40.4
	Grass to Grass.1	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-6in	21377	varies	-3402	-126.0	0%	-126.0
	Grass to Grass.1	Topsoil Place	Place 6in topsoil	n/a	n/a	21377	-0.50	-10688	-395.9	0%	-395.9
	Grass to Grass.2	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	618	0.50	309	11.4	0%	11.4
	Grass to Grass.2	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-6in	618	varies	24	0.9	0%	0.9
	Grass to Grass.2	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-6in	618	varies	-159	-5.9	0%	-5.9
	Grass to Grass.2	Topsoil Place	Place 6in topsoil	n/a	n/a	618	-0.50	-309	-11.4	0%	-11.4
	Grass to Grass.3	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	3498	0.50	1749	64.8	0%	64.8
	Grass to Grass.3	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-6in	3498	varies	92	3.4	0%	3.4
	Grass to Grass.3	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-6in	3498	varies	-887	-32.9	0%	-32.9
	Grass to Grass.3	Topsoil Place	Place 6in topsoil	n/a	n/a	3498	-0.50	-1749	-64.8	0%	-64.8
	Grass to Grass.4	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	11009	0.50	5505	203.9	0%	203.9
	Grass to Grass.4	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-6in	11009	varies	4443	164.5	0%	164.5
	Grass to Grass.4	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-6in	11009	varies	-3130	-115.9	0%	-115.9
	Grass to Grass.4	Topsoil Place	Place 6in topsoil	n/a	n/a	11009	-0.50	-5505	-203.9	0%	-203.9
	Grass to Path Asphalt.1	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	633	0.50	317	11.7	0%	11.7
	Grass to Path Asphalt.1	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-12in	633	varies	437	16.2	0%	16.2
	Grass to Path Asphalt.1	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-12in	633	varies	-1	-0.1	0%	-0.1
	Grass to Path Asphalt.1	Gravel Place	Place 9in gravel base	n/a	n/a	633	-0.75	-475	-17.6	0%	-17.6
	Grass to Path Asphalt.1	Asphalt Place	Place 3in asphalt	n/a	n/a	633	-0.25	-158	-5.9	0%	-5.9
	Grass to Path Asphalt.2	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	1546	0.50	773	28.6	0%	28.6
	Grass to Path Asphalt.2	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-12in	1546	varies	169	6.3	0%	6.3
	Grass to Path Asphalt.2	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-12in	1546	varies	-108	-4.0	0%	-4.0
	Grass to Path Asphalt.2	Gravel Place	Place 9in gravel base	n/a	n/a	1546	-0.75	-1160	-43.0	0%	-43.0
	Grass to Path Asphalt.2	Asphalt Place	Place 3in asphalt	n/a	n/a	1546	-0.25	-387	-14.3	0%	-14.3
	Grass to Path Asphalt.3	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	3998	0.50	1999	74.0	0%	74.0
	Grass to Path Asphalt.3	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-12in	3998	varies	1104	40.9	0%	40.9
	Grass to Path Asphalt.3	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-12in	3998	varies	-242	-9.0	0%	-9.0
	Grass to Path Asphalt.3	Gravel Place	Place 9in gravel base	n/a	n/a	3998	-0.75	-2999	-111.1	0%	-111.1
	Grass to Path Asphalt.3	Asphalt Place	Place 3in asphalt	n/a	n/a	3998	-0.25	-1000	-37.0	0%	-37.0
	Path Asphalt to Concrete	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	169	0.25	42	1.6	0%	1.6
	Path Asphalt to Concrete	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	169	0.75	127	4.7	0%	4.7
	Path Asphalt to Concrete	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-11in	169	varies	0	0.0	0%	0.0
	Path Asphalt to Concrete	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-11in	169	varies	-105	-3.9	0%	-3.9
	Path Asphalt to Concrete	Gravel Place	Place 6in gravel base	n/a	n/a	169	-0.50	-85	-3.1	0%	-3.1
	Path Asphalt to Concrete	Concrete Place	Place 5in concrete	n/a	n/a	169	-0.42	-70	-2.6	0%	-2.6

	Path Asphalt to Path Asphalt.1	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	474	0.25	118	4.4	0%	4.4
	Path Asphalt to Path Asphalt.1	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	474	0.75	355	13.2	0%	13.2
	Path Asphalt to Path Asphalt.1	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-12in	474	varies	206	7.6	0%	7.6
	Path Asphalt to Path Asphalt.1	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-12in	474	varies	-54	-2.0	0%	-2.0
	Path Asphalt to Path Asphalt.1	Gravel (for Path Pavement) Place	Place 9in gravel base	n/a	n/a	474	-0.75	-355	-13.2	0%	-13.2
	Path Asphalt to Path Asphalt.1	Asphalt Place	Place 3in asphalt	n/a	n/a	474	-0.25	-118	-4.4	0%	-4.4
	Path Asphalt to Path Asphalt.2	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	216	0.25	54	2.0	0%	2.0
	Path Asphalt to Path Asphalt.2	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	216	0.75	162	6.0	0%	6.0
	Path Asphalt to Path Asphalt.2	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-12in	216	varies	0	0.0	0%	0.0
	Path Asphalt to Path Asphalt.2	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-12in	216	varies	-86	-3.2	0%	-3.2
	Path Asphalt to Path Asphalt.2	Gravel (for Path Pavement) Place	Place 9in gravel base	n/a	n/a	216	-0.75	-162	-6.0	0%	-6.0
	Path Asphalt to Path Asphalt.2	Asphalt Place	Place 3in asphalt	n/a	n/a	216	-0.25	-54	-2.0	0%	-2.0
	Path Asphalt to Grass	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	1190.46	0.25	298	11.0	0%	11.0
	Path Asphalt to Grass	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	1190.46	0.75	893	33.1	0%	33.1
	Path Asphalt to Grass	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-6in	1190.46	varies	15	0.6	0%	0.6
	Path Asphalt to Grass	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-6in	1190.46	varies	-499	-18.5	0%	-18.5
	Path Asphalt to Grass	Topsoil Place	Place 6in topsoil	n/a	n/a	1190.46	-0.5	-595	-22.0	0%	-22.0
	Path Asphalt to Grass	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	133.92	0.25	33	1.2	0%	1.2
	Path Asphalt to Grass	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	133.92	0.75	100	3.7	0%	3.7
	Path Asphalt to Grass	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-6in	133.92	varies	9	0.3	0%	0.3
	Path Asphalt to Grass	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-6in	133.92	varies	-40	-1.5	0%	-1.5
	Path Asphalt to Grass	Topsoil Place	Place 6in topsoil	n/a	n/a	133.92	-0.5	-67	-2.5	0%	-2.5
	Path Asphalt to Grass	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	76.1	0.25	19	0.7	0%	0.7
	Path Asphalt to Grass	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	76.1	0.75	57	2.1	0%	2.1
	Path Asphalt to Grass	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-6in	76.1	varies	0	0.0	0%	0.0
	Path Asphalt to Grass	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-6in	76.1	varies	-74	-2.7	0%	-2.7
	Path Asphalt to Grass	Topsoil Place	Place 6in topsoil	n/a	n/a	76.1	-0.5	-38	-1.4	0%	-1.4
	Path Asphalt to Grass	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	112.33	0.25	28	1.0	0%	1.0
	Path Asphalt to Grass	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	112.33	0.75	84	3.1	0%	3.1
	Path Asphalt to Grass	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-6in	112.33	varies	0	0.0	0%	0.0
	Path Asphalt to Grass	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-6in	112.33	varies	-126	-4.7	0%	-4.7
	Path Asphalt to Grass	Topsoil Place	Place 6in topsoil	n/a	n/a	112.33	-0.5	-56	-2.1	0%	-2.1

Bid Item	Quantity	Units	Relation to Table Above
20101 Excavation Cut	1895	CY	= Asphalt Excavate + Gravel Excavate+ Topsoil Excavate + Subsoil Excavate
20217 Clear Stone	1439	tons	= (Clear Stone Place) * -2.1 ton/cubic yard
20202 Fill Borrow	0	CY	= difference of Subsoil Place & Subsoil Excavate
20221 Topsoil	0	SY	= (Topsoil Place)/-.167
40102 Crushed Aggregate Base Course Gradation No. 2	1072	tons	= (Gravel Place) * -2 ton/cubic yard
40202 HMA Pavement 4 LT 58-28S	508	tons	= Asphalt Place * -2.16 ton/cubic yard
30301 5 Inch Concrete Sidewalk	169	SF	

1 DESIGN COMPUTATION TABLES
NTS

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

N

PROJECT:

WARNER PARK
PICKLEBALL COURT

PROJECT ADDRESS:

2930 N. SHERMAN AVE.
MADISON, WI 53704

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:
DESIGN COMPUTATIONS

SHEET NUMBER:
L111

M:\Maps\parks\Warner\2025 Pickleball\Warner SE PH1 Sheets.dwg

NOTE

THE CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY EXISTING UTILITIES, STRUCTURES, SIDEWALK, CURB, LAWN, PAVEMENT, ETC. DAMAGED THROUGH CONSTRUCTION ACTIVITIES AT THEIR OWN EXPENSE. REPAIRS MUST BE MADE IN ACCORDANCE WITH THE CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION.

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City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 30
N

PROJECT:
WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:
3102 WORTHINGTON AVE. MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:
PROJECT LOCATION AND SITE ACCESS PLAN

SHEET NUMBER:
L201

NOTE

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City of Madison

Department of Public Works

PARKS DIVISION

330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale

0 30

N

PROJECT:

WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE. MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:

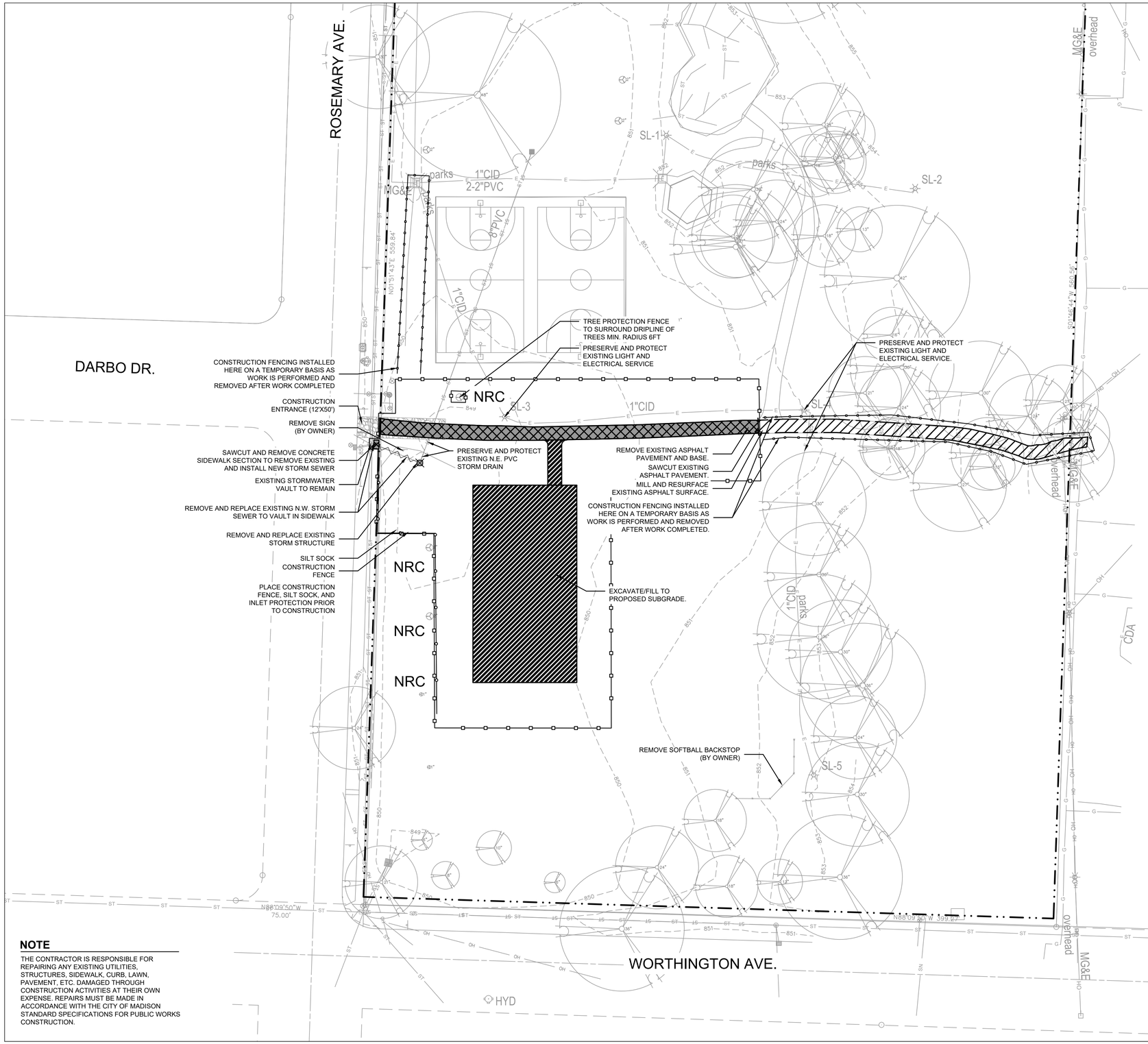
9694

SHEET TITLE:

EXISTING CONDITIONS

SHEET NUMBER:

L202



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City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 30
N

PROJECT:

WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE.
MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:
DEMOLITION AND SITE PROTECTION PLAN

SHEET NUMBER:
L203

STORMWATER SEWER IMPROVEMENTS.
SEE SHEET L205 GRADING AND EROSION CONTROL PLAN

ASPHALT PATH PAVEMENT PER DETAIL 2/208

R3', TYP.

PULVERIZE AND SHAPE EXISTING ASPHALT PATH, RESURFACE W/ HMA PAVEMENT 3 LT 58-28 S.

MINI-PITCH SYSTEM

INSTALL MINI-PITCH MARKINGS PER BID ITEM. SEE SHEET L207

SAWCUT EXPANSION JOINT AND INSTALL FLEXIBLE CRACK REPAIR SYSTEM PER MANUFACTURER'S INSTRUCTIONS PRIOR TO APPLYING PAVEMENT SEAL COAT - ACRYLIC.

INSTALL INTEGRATED MINI-PITCH LIGHT POLE AND NEW ELECTRICAL SERVICE. SEE ELECTRICAL DRAWINGS.

ASPHALT COURT PAVEMENT PER DETAIL 1/L208

SAWCUT EXPANSION JOINT AND INSTALL FLEXIBLE CRACK REPAIR SYSTEM PER MANUFACTURER'S INSTRUCTIONS PRIOR TO APPLYING PAVEMENT SEAL COAT - ACRYLIC.

SL-3 1"CID SL-4 SL-5

N88°09'50"W 75.00'

N88°09'50"W 399.27'

assumed connection

approx

overhead MG&E

HYD

NOTE

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City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 20
N

PROJECT:

WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE. MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

SITE PLAN

SHEET NUMBER:

L204

TYPE II: PAVEMENT STORM SEWER. 12" PP PIPE. 24 LF @ 0.75% IE:849.11

OUTLET IE: 846.44

12" RCP STORM SEWER. CONNECT TO EXISTING STORM WATER VAULT. 26 LF @ 1.46%

CONCRETE WASHOUT LOCATION PER CONCRETE SPEC.

3'X3' SAS CATCH BASIN W/ GRATE. CONNECT TO EXISTING N.E. PVC STORM SEWER AND INSTALL NEW N.W. PVC STORM PIPE.

RIM: 848.42
NE IE: 846.92
NW IE: 846.82

SEE SHEET L209 STORMWATER DETAILS.

OUTLET IE: 848.93

EXISTING GRADE TO REMAIN

SL-3

SL-4

SL-5

1"CID

parks 1"CID

overhead MG&E

CDA

assumed connection

N88°09'50"W 399.27'

N88°09'50"W 75.00'

approx

HYD

NOTE

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City of Madison

Department of Public Works

PARKS DIVISION

330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 20

N

PROJECT:

WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE. MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:

9694

SHEET TITLE:

GRADING AND EROSION CONTROL PLAN

SHEET NUMBER:

L205

ROSEMARY AVE.

DARBO DR.

WORTHINGTON AVE.

playground

parks

1"CID
2-2"PVC

SL-1

SL-2

SL-3

SL-4

SL-5

1"CID

TERRACE SEEDING.
SEE STANDARD SPECS,
ARTICLE 207. BY CONTRACTOR.

MG&E overhead

MG&E

HYD

CDA

NOTE

DISTURBED LAWN AREAS TO RECEIVE CLASS 1, URBAN TYPE A EROSION CONTROL MATTING.

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City of Madison

Department of Public Works

PARKS DIVISION

330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale

0 30

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PROJECT:

WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE.
MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:

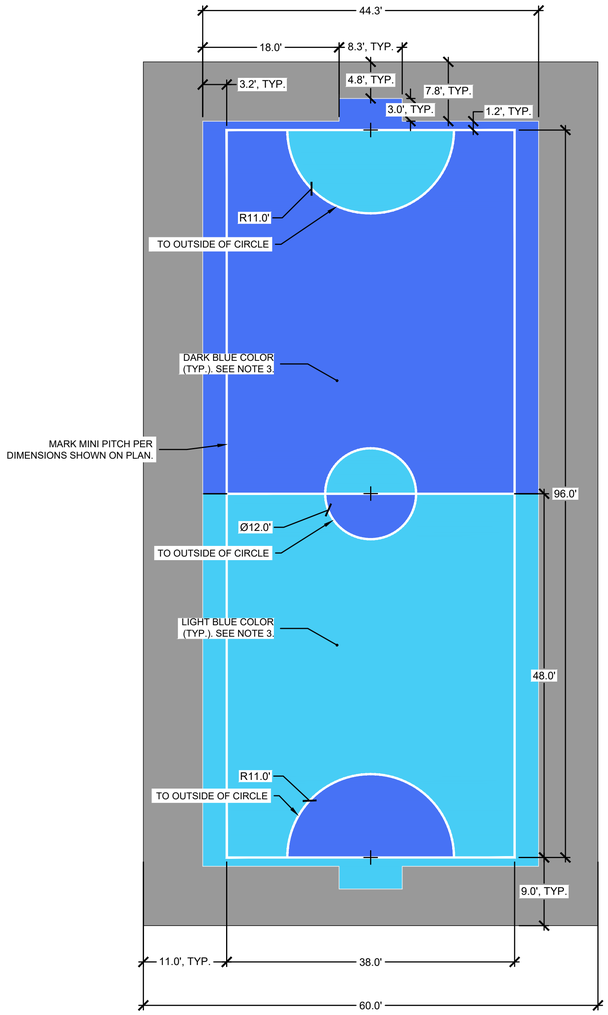
9694

SHEET TITLE:

SITE RESTORATION PLAN

SHEET NUMBER:

L206



NOTE

1. ALL DIMENSIONS TO OR FROM LINE MARKING FROM THE INSIDE EDGE OF LINE MARKINGS UNLESS OTHERWISE NOTED.
2. ALL LINE MARKINGS SHOWN SHALL BE WHITE COLOR AND 2" WIDTH. SEE SPECIFICATIONS FOR ADDITIONAL LINE PAINTING INFORMATION.
3. COLORS INDICATED ARE FOR ACRYLIC PAVEMENT SEAL COAT. COLOR SAMPLES SHALL BE SUBMITTED TO THE PROJECT MANAGER FOR APPROVAL PRIOR TO APPLICATION. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 10
N

PROJECT:

WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE. MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

COURT LAYOUT

SHEET NUMBER:

L207

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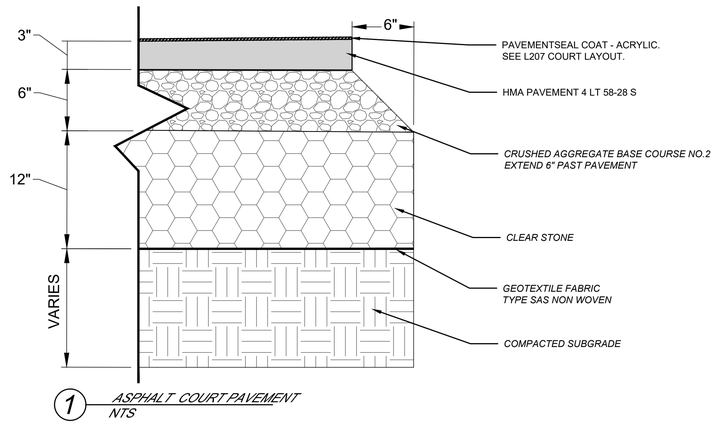
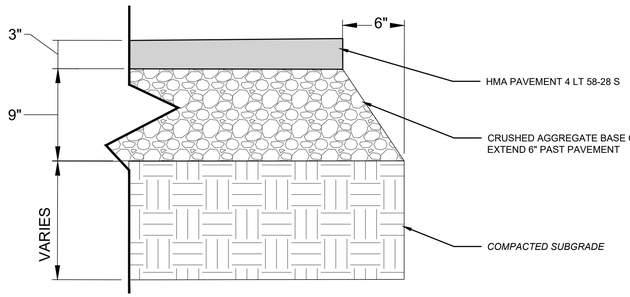


1 ASPHALT COURT PAVEMENT
NTS



2 ASPHALT PATH PAVEMENT
NTS

City of Madison
Department of Public Works
PARKS DIVISION

330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

N

PROJECT:

WORTHINGTON PARK
FUTSAL COURT

PROJECT ADDRESS:

3102 WORTHINGTON AVE.
MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:

PAVEMENT DETAILS

SHEET NUMBER:

L208

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Sort	Grp	Material	Item	From Surface Model	To Surface Model	area (sq ft)	depth (ft)	Unfac-tored volume (cu ft)	Unfac-tored volume (cu yd)	Expan-sion Factor (%)	Factored (Uncom-pacted) Volume (cu yd)
1.1	Grass to Court Asphalt	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	6840	0.50	3420	126.7	0%	126.7
1.2	Grass to Court Asphalt	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-21in	6840	varies	1604	59.4	0%	59.4
1.3	Grass to Court Asphalt	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-21in	6840	varies	-3	-0.1	0%	-0.1
1.4	Grass to Court Asphalt	Clearstone (for Court Pavement) Place	Place 12in clear stone base	n/a	n/a	6840	-1.00	-6840	-253.3	0%	-253.3
1.5	Grass to Court Asphalt	Gravel Place	Place 6in gravel base	n/a	n/a	6840	-0.50	-3420	-126.7	0%	-126.7
1.6	Grass to Court Asphalt	Asphalt Place	Place 3in asphalt	n/a	n/a	6840	-0.25	-1710	-63.3	0%	-63.3
2.1	Grass to Path Asphalt	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	216	0.50	108	4.0	0%	4.0
2.2	Grass to Path Asphalt	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-12in	216	varies	0	0.0	0%	0.0
2.3	Grass to Path Asphalt	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-12in	216	varies	-130	-4.8	0%	-4.8
2.4	Grass to Path Asphalt	Gravel Place	Place 9in gravel base	n/a	n/a	216	-0.75	-162	-6.0	0%	-6.0
2.5	Grass to Path Asphalt	Asphalt Place	Place 3in asphalt	n/a	n/a	216	-0.25	-54	-2.0	0%	-2.0
3.1	Path Asphalt to Path Asphalt	Asphalt Excavate	Remove estimated 3in asphalt	n/a	n/a	1755	0.25	439	16.2	0%	16.2
3.2	Path Asphalt to Path Asphalt	Gravel Excavate	Remove estimated 9in gravel base	n/a	n/a	1755	0.75	1316	48.7	0%	48.7
3.3	Path Asphalt to Path Asphalt	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-12in	Pro-12in	1755	varies	0	0.0	0%	0.0
3.4	Path Asphalt to Path Asphalt	Subsoil Place	Fill subsoil to proposed subgrade	Ex-12in	Pro-12in	1755	varies	-1603	-59.4	0%	-59.4
3.5	Path Asphalt to Path Asphalt	Gravel (for Path Pavement) Place	Place 9in gravel base	n/a	n/a	1755	-0.75	-1316	-48.7	0%	-48.7
3.6	Path Asphalt to Path Asphalt	Asphalt Place	Place 3in asphalt	n/a	n/a	1755	-0.25	-439	-16.2	0%	-16.2
13298	Grass to Grass	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	13298	0.50	6649	246.3	0%	246.3
4.2	Grass to Grass	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-6in	13298	varies	106	3.9	0%	3.9
4.3	Grass to Grass	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-6in	13298	varies	-6940	-257.0	0%	-257.0
4.4	Grass to Grass	Topsoil Place	Place 6in topsoil	n/a	n/a	13298	-0.50	-6649	-246.3	0%	-246.3
5.1	Grass to Grass	Topsoil Excavate	Strip 6in topsoil	n/a	n/a	3319	0.50	1659	61.5	0%	61.5
5.2	Grass to Grass	Subsoil Excavate	Cut subsoil to proposed subgrade	Ex-6in	Pro-6in	3319	varies	9	0.3	0%	0.3
5.3	Grass to Grass	Subsoil Place	Fill subsoil to proposed subgrade	Ex-6in	Pro-6in	3319	varies	-1244	-46.1	0%	-46.1
5.4	Grass to Grass	Topsoil Place	Place 6in topsoil	n/a	n/a	3319	-0.50	-1659	-61.5	0%	-61.5

Bid Item	Quantity	Units	Relation to Table Above
20101 Excavation Cut	567	CY	= Asphalt Excavate + Gravel Excavate+ Topsoil Excavate + Subsoil Excavate
20217 Clear Stone	532	tons	= (Clear Stone Place) * -2.1 ton/cubic yard
20202 Fill Borrow	304	CY	= difference of Subsoil Place & Subsoil Excavate
20221 Topsoil	0	SY	= (Topsoil Place)/-.167
40102 Crushed Aggregate Base Course Gradation No. 2	363	tons	= (Gravel Place) * -2 ton/cubic yard
40202 HMA Pavement 4 LT 58-28S	176	tons	= Asphalt Place * -2.16 ton/cubic yard

1 *DESIGN COMPUTATION TABLES*
NTS

City of Madison
Department of Public Works
PARKS DIVISION
330 E. Lakeside St.
Madison, WI 53715

MADISON PARKS

Graphical Scale
0 10

N

PROJECT:
WORTHINGTON PARK FUTSAL COURT

PROJECT ADDRESS:
3102 WORTHINGTON AVE. MADISON, WI 53714

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ITEM	DATE
BIDDING DOCUMENTS	2025-12-09

PUBLIC WORKS PROJECT #:
9694

SHEET TITLE:
DESIGN COMPUTATIONS

SHEET NUMBER:
L210

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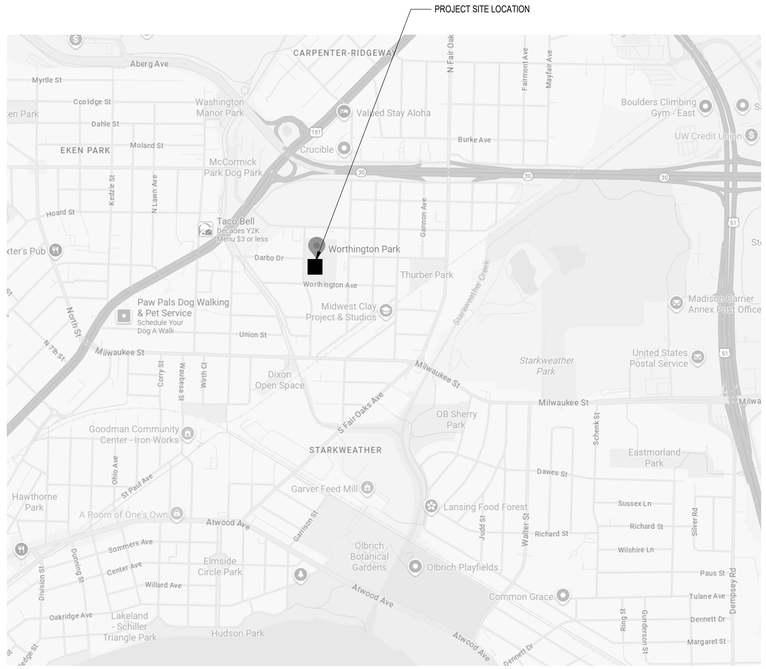
CITY OF MADISON
WORTHINGTON PARK FUTSAL COURT LIGHTING

WORTHINGTON PARK, 3102 WORTHINGTON AVE, MADISON, WI 53714

PROJECT NO.:25099

CONSTRUCTION DOCUMENTS



1 SITE MAP
NOT TO SCALE

DE SHEET INDEX

GENERAL		
G100	COVER SHEET	
ELECTRICAL		
E000	ELECTRICAL NOTES AND SYMBOLS	
ED100	ELECTRICAL SITE DEMOLITION PLAN	
E100	ELECTRICAL SITE PLAN	
E500	ELECTRICAL SCHEDULES AND DETAILS	

WISCONSIN
JONATHAN C. GETTLER
48452-6
CEDAR RAPIDS
IA
PROFESSIONAL ENGINEER

Seal

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Wisconsin.

Jonathan Charles Gettler Date
Wisconsin Registration No. 48452-6
My license renewal date is July 31, 2026.
Pages or sheets covered by this seal:
G100, E000, ED100, E100, E500

DESIGN ENGINEERS
BUILDING SYSTEMS CONSULTANTS
Cedar Rapids, IA 319.841.1944
Des Moines, IA 515.207.8676
Madison, WI 608.424.8815

CONSULTANTS

OWNER
CITY OF MADISON

PROJECT NAME
WORTHINGTON PARK FUTSAL COURT LIGHTING

PROJECT NUMBER: 25099
DRAWN: DRH
CHECKED: BJB

ISSUE DATE AND DESCRIPTION
11.26.2025 CONSTRUCTION DOCUMENTS

KEY PLAN

N

SHEET TITLE
COVER SHEET

G100

11/26/2025 11:24:33 AM Autodesk Docs://Worthington Park Futsal Court Lighting - 25099/MEP - Worthington Park Futsal Court Lighting_25099_R25.rvt

ELECTRICAL ABBREVIATIONS

(NOTE: ALL ABBREVIATIONS SHOWN MAY NOT BE REQUIRED FOR THIS PROJECT)

*** ABBREVIATIONS ***

3R	NEMA 3R ENCLOSURE
4X	NEMA 4X ENCLOSURE
A	AMPERES
AF	AMPERE FRAME
AFCI/AFI	ARC FAULT CIRCUIT INTERRUPTER
AFF	ABOVE FINISHED FLOOR
AHJ	AUTHORITY HAVING JURISDICTION
AIC	AMP INTERRUPTING CAPACITY
AT	AMPERE TRIP
ATS	AUTOMATIC TRANSFER SWITCH
ACT	ACOUSTICAL CEILING TILE
BRKR	BREAKER
C	CONDUIT
C1D1	CLASS I DIVISION 1
C1D2	CLASS I DIVISION 2
CB	CIRCUIT BREAKER
CCTV	CLOSED CIRCUIT TELEVISION
CFCI	CONTRACTOR FURNISHED, CONTRACTOR INSTALLED
CKT	CIRCUIT
CMS	COMBINATION MOTOR STARTER
CT	CURRENT TRANSFORMER
DB	DISTRIBUTION BOARD
DISC	DISCONNECT
DN	DOWN
DP	DISTRIBUTION PANEL
DS	DISCONNECT SWITCH
EGC	EQUIPMENT GROUND CONDUCTOR
EM/EMER	EMERGENCY
EMT	ELECTRICAL METALLIC TUBING
EQUIP	EQUIPMENT
ETR	EXISTING TO REMAIN
EWC	ELECTRIC WATER COOLER
FA	FIRE ALARM
FACP	FIRE ALARM CONTROL PANEL
FAAP	FIRE ALARM ANNUNCIATOR PANEL
FDR	FEEDER
FDS	FUSED DISCONNECT SWITCH
FLA	FULL LOAD AMPERES
FMC	FLEXIBLE METAL CONDUIT
FLR	FLOOR
FVNR	FULL VOLTAGE NON-REVERSING
FSD	FIRE/SMOKE DAMPER
GC	GENERAL CONTRACTOR
GEN	GENERATOR
GFI/GFCI	GROUND FAULT CIRCUIT INTERRUPTER
GFP	GROUND FAULT PROTECTED
GND	GROUND
HH	HAND HOLE
HOA	HAND OFF AUTOMATIC
HP	HORSE POWER
HGT	HEIGHT
IESCR	INTEGRATED ELECTRICAL SHORT CIRCUIT RATING
IG	ISOLATED GROUND
IMC	INTERMEDIATE METAL CONDUIT
INV	INVERTER
JB	JUNCTION BOX
KV	KILOVOLT
KVA	KILOVOLT-AMPERES
KW	KILOWATTS
KWH	KILOWATT HOURS
LAN	LOCAL AREA NETWORK
LCP	LIGHTING CONTROL PANEL
LED	LIGHT EMITTING DIODE
LFMC	LIQUIDTIGHT FLEXIBLE METAL CONDUIT
LI	LONG-TIME / INSTANTANEOUS
LSI	LONG-TIME / SHORT-TIME / INSTANTANEOUS
LSIA	LONG-TIME / SHORT-TIME / INSTANTANEOUS / GROUND ALARM
LSIG	LONG-TIME / SHORT-TIME / INSTANTANEOUS / GROUND
LTG	LIGHTING
LV	LOW VOLTAGE (0-49V)
MCB/MB	MAIN CIRCUIT BREAKER
MCC	MOTOR CONTROL CIRCUIT
MCP	MOTOR CIRCUIT PROTECTOR
MCS	MOLDED CASE SWITCH
MH	MANHOLE
MLO	MAIN LUGS ONLY
MTR	MOTOR / METER
MV	MEDIUM VOLTAGE (601V TO 69KV)
NA	NOT APPLICABLE
NAC	NOTIFICATION APPLIANCE CIRCUIT
NC	NORMALLY CLOSED
NEC	NATIONAL ELECTRICAL CODE
NIC	NOT IN CONTRACT
NO	NORMALLY OPEN
NTS	NOT TO SCALE
OC	ON CENTER
OCPD	OVERCURRENT PROTECTIVE DEVICE
OFCI	OWNER FURNISHED, CONTRACTOR INSTALLED
OFOI	OWNER FURNISHED, OWNER INSTALLED
OS	OCCUPANCY SENSOR
P	POLE
PB	PULL BOX / PUSH BUTTON
PC	PHOTOCELL
PDU	POWER DISTRIBUTION UNIT
PF	POWER FACTOR
PH	PHASE
PNL	PANEL
PT	POTENTIAL TRANSFORMER
PV	PHOTOVOLTAIC
PVC	POLYVINYL CHLORIDE CONDUIT
PWR	POWER
RAC	RIGID ALUMINUM CONDUIT
REC	RECESSED
RCPT	RECEPTACLE
REL	RELOCATE
REQD	REQUIRED
RGS	RIGID GALVANIZED STEEL CONDUIT
SCCR	SHORT CIRCUIT CURRENT RATING
SIM	SIMILAR
SPD	SURGE PROTECTION DEVICE
SPEC	SPECIFICATION
SSBJ	SUPPLY SIDE BONDING JUMPER
ST	SHUNT TRIP
SWBD	SWITCHBOARD
SWGR	SWITCHGEAR
SD	SMOKE DAMPER
TS	TAMPER SWITCH
TR	TAMPER RESISTANT
TVSS	TRANSIENT VOLT SURGE SUPPRESSOR
TYP	TYPICAL
UC	UNDER COUNTER
UG	UNDERGROUND
UNO	UNLESS NOTED OTHERWISE
UPS	UNINTERRUPTED POWER SUPPLY
USB	UNIVERSAL SERIAL BUS TYPE DEVICE
V	VOLTS
VA	VOLT AMPS
VFD	VARIABLE FREQUENCY DRIVE
W	WIRE
WG	WIRE GUARD
WP	WEATHERPROOF
WPD	WEATHERPROOF DEVICE - IN USE
XFMR	TRANSFORMER
XP	EXPLOSION PROOF

ELECTRICAL SYMBOLS

REFER TO TECHNOLOGY/ COMMUNICATION, FIRE ALARM, AUDIO VISUAL, SECURITY, AND NURSE CALL SYMBOLS LIST FOR ADDITIONAL INFORMATION.

(NOTE: ALL SYMBOLS SHOWN MAY NOT BE REQUIRED FOR THIS PROJECT)

(NOTE: '###' INDICATES DIMENSION HEIGHT TO CENTER OF DEVICE ABOVE FINISHED FLOOR. IN GENERAL, ALL RECEPTACLES ARE TO BE +18" UNLESS NOTED OTHERWISE.)

*** LIGHTING FIXTURES ***

- CEILING FIXTURE
- FIXTURE - WALL MOUNTED
- LINEAR FIXTURE - WALL MOUNTED
- STRIP FIXTURE
  - = SUSPENDED FIXTURE
- STRIP FIXTURE - WALL MOUNTED
- POLE AND LUMINAIRE, ARROW INDICATES AIMING
- POLE AND TWO LUMINAIRE, ARROWS INDICATE AIMING
- POST TOP LUMINAIRE
- FLOOD LIGHT - GROUND MOUNTED
- BOLLARD ON CONCRETE BASE
- FLOOD LIGHT - IN GROUND

*** RACEWAYS ***

- SURFACE RACEWAY - CONDUIT UNLESS NOTED OTHERWISE
- CONDUIT CONCEALED IN WALL OR CEILING
- CONDUIT CONCEALED IN FLOOR OR UNDERGROUND
- HOME RUN TO PANELBOARD - NUMBER OF ARROWS INDICATE NUMBER OF CIRCUITS
- WW — WIREWAY
- MULTI-OUTLET RACEWAY AS NOTED
  - = FEED POINT / JUNCTION BOX
  - GENERAL NOTE: BOXED DEVICES INDICATE RACEWAY MOUNTED
  - (DUPLEX RCPT, INFO. JACK, SPECIAL RCPT)

- JUNCTION BOX
- JUNCTION BOX - WALL MOUNTED
- HH — HANDHOLE BOX - IN GROUND
- GROUND
- SPLICE CONNECTION FROM EXISTING TO NEW
- CONDUIT STUB
- CONDUIT CONTINUATION
- CONDUIT TURNING UP
- CONDUIT TURNING DOWN

*** EQUIPMENT ***

- XX / ## | XX / ## | # — EQUIPMENT PLAN MARK PER SCHEDULE
  XX - EQUIPMENT DESIGNATION
  ## - EQUIPMENT NUMBER
- MOTOR OUTLET AND CONNECTION
- E — EQUIPMENT CONNECTION
- E — EQUIPMENT CONNECTION - WALL MOUNTED
- SAFETY DISCONNECT SWITCH
- SURFACE BRANCH CIRCUIT PANELBOARD
- FLUSH BRANCH CIRCUIT PANELBOARD
- POWER DISTRIBUTION PANELBOARD
- SPECIAL CABINET AS NOTED - SURFACE MOUNTED
- SPECIAL CABINET AS NOTED - RECESSED MOUNTED
- GROUND BAR
- TRANSFORMER
- CLEAR | EQUIPMENT — EQUIPMENT SERVICE CLEARANCE

*** WIRING DEVICES ***

TYPICAL DEVICE CLASSIFICATION:

GFI	- INDICATES GROUND FAULT INTERRUPTER DEVICE
IG	- INDICATES ISOLATED GROUND DEVICE
TR	- INDICATES TAMPER RESISTANT DEVICE
USB	- INDICATES USB TYPE DEVICE
WP	- INDICATES DEVICE WITH WEATHERPROOF BOX/FLIPCOVER
WPD	- INDICATES DEVICE WITH WEATHERPROOF BOX/CORD AND PLUG COVER

- DUPLEX RECEPTACLE
- DOUBLE DUPLEX RECEPTACLE
- DUPLEX RECEPTACLE - MOUNTED 8" ABOVE COUNTERTOP OR 4"ABOVE BACKSPLASH
- DOUBLE DUPLEX RECEPTACLE - MOUNTED 8" ABOVE COUNTERTOP OR 4" ABOVE BACKSPLASH
- SIMPLEX RECEPTACLE
- DUPLEX RECEPTACLE - IN CEILING
- OUTLET BOX WITH SPECIAL DEVICE AS NOTED
- SINGLE POLE WALL SWITCH
  3 - INDICATES 3 WAY SWITCH
  4 - INDICATES 4 WAY SWITCH
  K - INDICATES KEY SWITCH
  M - INDICATES MOMENTARY SWITCH
  PIL - INDICATES PILOT LIGHT
  T - INDICATES TIME SWITCH
- LIGHT DIMMER
- PUSHBUTTON
- LIGHTING CONTROL STATION
- ANY WIRING DEVICE WITH THIS SYMBOL INDICATES SURFACE MOUNTED OUTLET BOX
- PSX(x) — PHOTO SENSOR - WALL MOUNTED
  X - INDICATES TYPE. SEE LIGHTING CONTROL DEVICE SCHEDULE
  x - INDICATES SWITCH ZONE. IF APPLICABLE

*** SCHEMATIC RISER DIAGRAM ***

- FEEDER INSTALLATION - LINE VOLTAGE
- FEEDER INSTALLATION - LOW VOLTAGE
- XX — NEW FEEDER/CONDUIT PER SCHEDULE
- XX — EXISTING FEEDER / CONDUIT PER SCHEDULE
- SAFETY SWITCH/MOTOR DISCONNECT
- T-# / KVA — TRANSFORMER - OIL FILLED
- T-# / KVA — TRANSFORMER - DRY TYPE
- M — METER
- PB — PULL BOX
- JB — JUNCTION BOX
- PANEL OR AS NOTED
- SWITCHBOARD
- SPD — SURGE PROTECTION DEVICE
- GROUND
- FUSE
- XXX/x — CIRCUIT BREAKER
  XXX - INDICATES TRIP RATING
  x - INDICATES NUMBER OF POLES
- FUSIBLE DISCONNECT SWITCH

GENERAL ELECTRICAL NOTES:

1. REFER TO THE PROJECT MANUAL AND STANDARD DETAILS FOR MORE DETAILED INFORMATION FOR THESE ITEMS AND FOR ALL OTHER MATERIALS AND CONSTRUCTION METHODS REQUIRED.
   a. ALL CONDUITS, JUNCTION BOXES, WIRING, EQUIPMENT, ETC. TO BE PROPERLY LABELED.
   b. PROVIDE GREEN GROUND CONDUCTOR THROUGHOUT ENTIRE ELECTRICAL SYSTEM.
   c. ALL CIRCUITS SHALL HAVE DEDICATED NEUTRALS, WHEN REQUIRED, TO MEET NEC WITHOUT HAVING HANDLE TIES. SHARED NEUTRALS ARE NOT ALLOWED.
2. DRAWINGS ARE IN PART DIAGRAMMATIC, INTENDED TO CONVEY THE SCOPE OF WORK, AND TO INDICATE THE GENERAL LOCATIONS OF EQUIPMENT AND SOME FEEDERS. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND LAYOUT THEIR OWN WORK ACCORDING TO THE FOLLOWING GUIDELINES:
   a. COORDINATE DEVICE LOCATIONS AND HEIGHTS WITH CITY OF MADISON PARKS DEPARTMENT PRIOR TO ROUGH IN.
   b. CONTRACTOR SHALL INSTALL EQUIPMENT PER CLEARANCES LISTED IN NEC.
3. ALL ELEMENTS OF THE CONSTRUCTION SHALL BE PERFORMED BY TRADES PEOPLE SKILLED IN THE PARTICULAR CRAFT INVOLVED, AND REGULARLY EMPLOYED IN THAT PARTICULAR CRAFT. ALL WORK SHALL BE PERFORMED IN A NEAT, PROFESSIONAL MANNER IN KEEPING WITH THE HIGHEST STANDARDS OF THE CRAFT.
4. PROVIDE UPDATED TYPEWRITTEN CIRCUIT DIRECTORIES AT ALL EXISTING PANELBOARDS WITH NEW OR MODIFIED CIRCUITS.
5. ANY WORK REQUIRING POWER INTERRUPTION TO OCCUPIED AREAS SHALL BE SCHEDULED WITH THE OWNER.
6. THE ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL PARTS OF THE SITE THAT WERE DISTURBED DURING CONSTRUCTION TO THEIR ORIGINAL CONDITION.
7. ALL DISTURBED AND UNPAVED AREAS SHALL BE RESTORED IN KIND TO LAWN OR LANDSCAPE AREAS. LAWN AREAS SHALL BE SEEDED OR SODDED AND PROTECTED FROM EROSION WHILE BECOMING ESTABLISHED. DISCUSS THE REQUIRED MAINTENANCE AND WATERING RESPONSIBILITIES WITH THE CITY OF MADISON PARKS REPRESENTATIVE. USE GRASSES AND PLANTING THAT WILL TOLERATE THE PLANTING LOCATION AND MINIMIZE MAINTENANCE.
8. INSTALLATION OF THE COURT LIGHTING SYSTEM IS THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR. PROVIDE ALL REQUIRED HOISTING, RIGGING, PERMITTING, ETC. REQUIRED FOR LIFTING LIGHT POLES AND ASSOCIATED EQUIPMENT INTO PLACE.
9. ELECTRICAL CONTRACTOR SHALL PROTECT THE PLAYING SURFACE FROM DAMAGE. ANY DAMAGE RESULTING FROM INSTALLATION SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.

ELECTRICAL DEMOLITION KEYED NOTES

ELECTRICAL KEYED NOTES

TENNIS COURT LIGHTING SYSTEM RESPONSIBILITY MATRIX

DESCRIPTION	SUPPLIED BY	INSTALLED BY	WIRED BY
POLE FOUNDATIONS	MUSCO	EC	EC
EXCAVATION, TRENCHING, BACKFILL, RESTORATION	EC	EC	--
LIGHT FIXTURES AND POLE FITTERS	MUSCO	EC	EC
POLE MOUNTED DRIVER ENCLOSURES	MUSCO	EC	EC
INTERNAL POLE WIRING HARNESS: DRIVER TO LIGHT	MUSCO	EC	EC
LIGHTING CONTROL AND CONTACTOR CABINET	MUSCO	EC	EC
HORIZONTAL DIRCTIONAL DRILLING	EC	EC	EC
UNDERGROUND RACEWAY AND WIRING	EC	EC	EC
HAND HOLES	EC	EC	EC

GENERAL NOTES:

1. INSTALLATION RESPONSIBILITIES INCLUDES ALL REQUIRED RIGGING, HOISTING, PERMITTING, ETC. FOR COMPLETE INSTLLATION.

DESIGN ENGINEERS
BUILDING SYSTEMS CONSULTANTS
Cedar Rapids, IA 319.841.1944
Des Moines, IA 515.207.8676
Madison, WI 608.424.8815

CONSULTANTS

OWNER

CITY OF MADISON

PROJECT NAME

WORTHINGTON PARK FUTSAL COURT LIGHTING

PROJECT NUMBER: 25099
DRAWN: DRH
CHECKED: BJB

ISSUE DATE AND DESCRIPTION

11.26.2025 CONSTRUCTION DOCUMENTS

KEY PLAN

N

SHEET TITLE

ELECTRICAL NOTES AND SYMBOLS

E000

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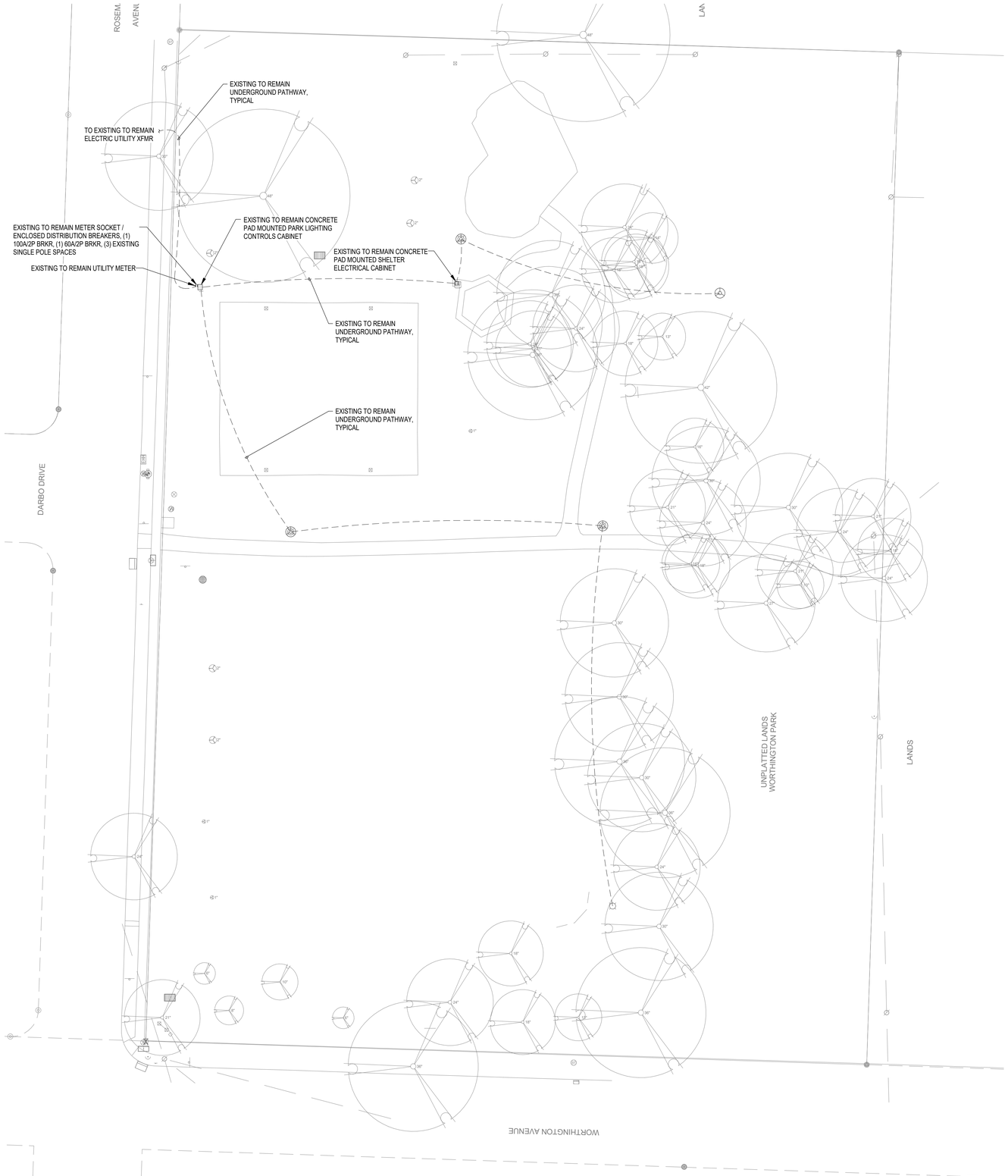

1 ELECTRICAL SITE DEMOLITION PLAN
1" = 30'-0"

KEYED NOTES

DEMOLITION KEY	
	TO REMAIN
	TO BE REMOVED / REVISED
	EQUIPMENT TO REMAIN
	EQUIPMENT TO BE REMOVED / REVISED

DESIGN ENGINEERS
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KEY PLAN

N

SHEET TITLE

ELECTRICAL SITE DEMOLITION PLAN

ED100

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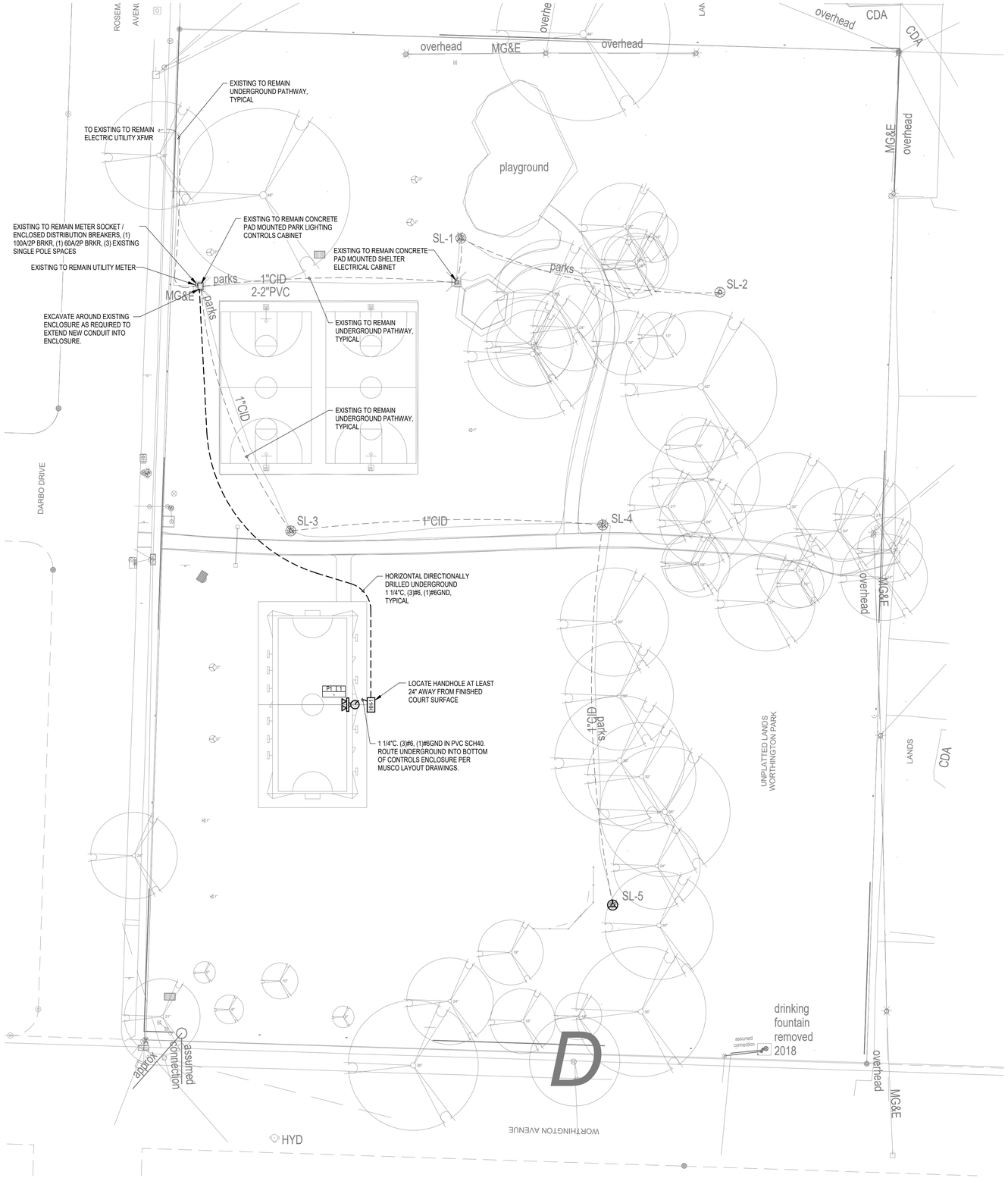
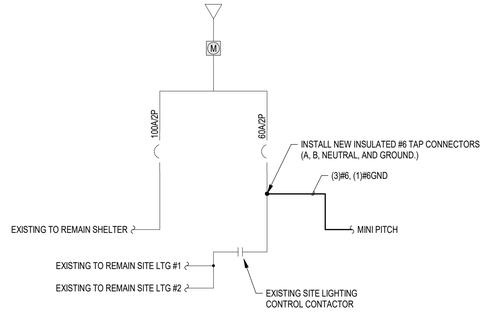
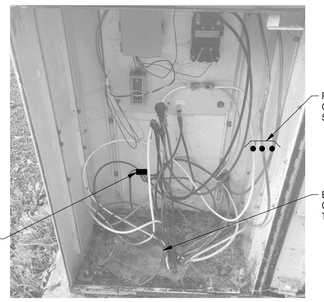


1 ELECTRICAL SITE PLAN
1" = 30'-0"



2 ELECTRICAL SCHEMATIC DIAGRAM
NOT TO SCALE



3 EXISTING PARK LIGHTING CONTROLS CABINET TAP DETAIL
NOT TO SCALE

KEYED NOTES

NEW WORK KEY
- EXISTING
- NEW / REVISED
- EXISTING EQUIPMENT
- NEW / REVISED EQUIPMENT

LIGHTING/SWITCHING KEY

LIGHTING
- FIXTURE TYPE PER SCHEDULE
- XXXX[##x]
- LIGHTING CONTROLS OPERATION SEQUENCE (0,1,2,...) PER DETAILS SHEETS
- SWITCHING ZONE (a,b,c...)
- CIRCUIT DATA: PANEL NAME-CIRCUIT NUMBER (XXXX-###) OR CIRCUIT NOTE (E-#)

EM: EMERGENCY FIXTURE
LS: LIFE SAFETY
CR: CRITICAL
NL: NIGHT LIGHT

COORDINATE CEILING MOUNTED DEVICES WITH ARCHITECTURAL REFLECTED CEILING PLAN

SWITCHING
- #X(x,x) - LIGHTING CONTROL STATION
- #X - INDICATES SWITCH CONTROLS, REFER TO LIGHTING CONTROL STATION CONFIGURATION DETAIL
- (x,x) - INDICATES SWITCHING ZONE(S)
- +##" - DIMENSION INDICATES HEIGHT TO CENTER OF SWITCH ABOVE FINISH FLOOR (+46" TO CENTER IF NOT SHOWN)

DESIGN ENGINEERS
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Cedar Rapids, IA 319.841.1944
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Madison, WI 608.424.8815

CONSULTANTS

OWNER
CITY OF MADISON

PROJECT NAME
WORTHINGTON PARK FUTSAL COURT LIGHTING

PROJECT NUMBER: 25099
DRAWN: DRH
CHECKED: BJB

ISSUE DATE AND DESCRIPTION
11.26.2025 CONSTRUCTION DOCUMENTS

KEY PLAN

N

SHEET TITLE
ELECTRICAL SITE PLAN

E100

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SPORTS LIGHT FIXTURE SCHEDULE

PLAN MARK	MANUFACTURERS AND MODEL NUMBERS	DESCRIPTION	LAMPS IN FIXTURE QTY.	LAMPS IN FIXTURE SIZE/TYPE	DRIVER QTY.	LUMENS PER FIXTURE	COLOR (K)	MOUNTING HEIGHT	AIMING ZONE	CONTROL PNL CONTACTOR #	TOTAL WATTAGE	VOLTS	FIXTURE MOUNTING	NOTES
P1	MUSCO TOTAL LIGHT CONTROL (TLC),	MULTI-HEAD SPORTS LIGHTER WITH 24' POLE	2	TLC-LED-550	2	67,000	5700	24'	FUTSAL COURT	-	1080		POLE	
			-	-	-	-	-	-	-	-	-			
			-	-	-	-	-	-	-	-	-			

KEY:
PS =PROGRAMMED RAPID START
IS =INSTANT START
ND =NON-DIMMED
0-10 =0-10V DIMMED
3W =3 WIRE DIMMED
DA =DIGITAL ADDRESSABLE
BF =BALLAST FACTOR
NA =NOT APPLICABLE

NOTES:
1. GENERAL ITEMS:
   A. REFER TO MUSCO DRAWINGS FOR ADDITIONAL INFORMATION.

LIGHTING CONTROL SEQUENCE OF OPERATION

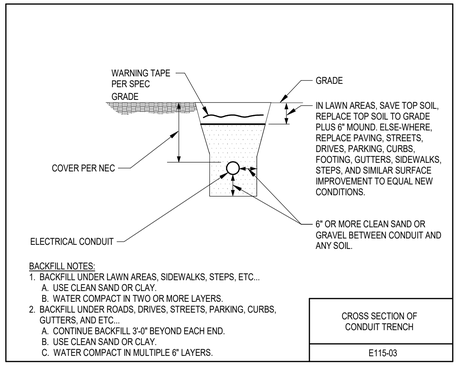
OPERATION SEQUENCE	LIGHT LEVEL SET POINT	TIME DELAY	LIGHTING SEQUENCE TRIGGER ON	LIGHTING SEQUENCE DAY LIGHT CONTROLS	LIGHTING SEQUENCE TRIGGER OFF	RECEPTACLE CONTROL	HVAC INTEGRATION	NOTES
1	N/A	N/A	MUSCO LIGHTING CONTROL CABINET	N/A	MUSCO LIGHTING CONTROL CABINET	N/A	N/A	SPORTS LIGHTING CONTROL CABINET SHALL BE PROGRAMMABLE ON/OFF (VIA CELLULAR INTERNET) FOR SCHEDULED EVENTS PER ZONE. OVERRIDE PUSHBUTTON(S) WHERE INIDICATED ON PLANS SHALL BE AVAILABLE OUTSIDE THE TIME OF SCHEDULED EVENTS. PUSHBUTTON OVERRIDE SHALL TIMEOUT AFTER 2.5 HOURS. PUSHBUTTON OVERRIDE FUNCTION SHALL BE DISABLED AT CUREFEW PER CITY STANDARDS. COORDINATE EXACT TIME SETTINGS WITH OWNER. SEE CONTROLS MANUFACTURE (MUSCO) FOR RECOMMENDED OPERATIONS. REFER TO SPORTS LIGHT FIXTURE SCHEDULE FOR FIXTURE HEAD AIMING.

GENERAL NOTES:
A.
SPECIFIC NOTES:
1.

HAND HOLE SCHEDULE

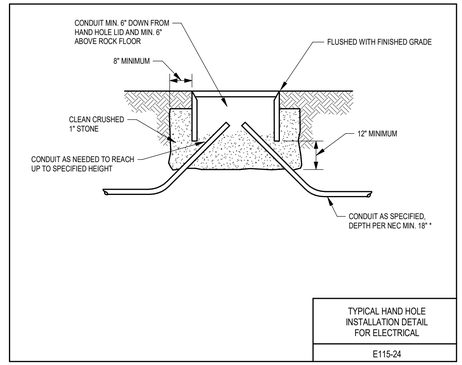
PLAN MARK	SIZE	DEPTH	TIER RATING	COVER IDENTIFICATION	QUAZITE SERIES	NOTES
HH-1	11"x18"	18"	15	ELECTRICAL	PG	

NOTES:
1. OPEN BOTTOM WITH MOUSE HOLES
2. REFER TO SPECIFICATION 26 05 33 RACEWAY AND BOXES FOR ELECTRICAL SYSTEMS FOR ADDITIONAL INFORMATION



BACKFILL NOTES:
1. BACKFILL UNDER LAWN AREAS, SIDEWALKS, STEPS, ETC...
   A. USE CLEAN SAND OR CLAY.
   B. WATER COMPACT IN TWO OR MORE LAYERS.
2. BACKFILL UNDER ROADS, DRIVES, STREETS, PARKING, CURBS, GUTTERS, AND ETC...
   A. CONTINUE BACKFILL 3'-0" BEYOND EACH END.
   B. USE CLEAN SAND OR CLAY.
   C. WATER COMPACT IN MULTIPLE 6" LAYERS.

CROSS SECTION OF CONDUIT TRENCH
E115-03



TYPICAL HAND HOLE INSTALLATION DETAIL FOR ELECTRICAL
E115-24

DESIGN ENGINEERS
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Des Moines, IA 515.207.8676
Madison, WI 608.424.8815

CONSULTANTS

OWNER

CITY OF MADISON

PROJECT NAME

WORTHINGTON PARK FUTSAL COURT LIGHTING

PROJECT NUMBER: 25099
DRAWN: DRH
CHECKED: BJB

ISSUE DATE AND DESCRIPTION

11.26.2025 CONSTRUCTION DOCUMENTS

KEY PLAN

N

SHEET TITLE

ELECTRICAL SCHEDULES AND DETAILS

E500

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City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 91203

File ID:	91203	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving plans and specifications for public improvements required to serve Phase 17 of the Subdivision known as Village at Autumn Lake and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-25-00116, Private Contra			**Final Action:**	

Title: Approving plans and specifications for public improvements required to serve Phase 17 of the Subdivision known as Village at Autumn Lake and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-25-00116, Private Contracts 9579 and 9580 (District 17)

Notes: Brenda Stanley

		CC Agenda Date:	01/13/2026
		Agenda Number:	54.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9579 9580 Exhibit 12.17.25.pdf	**Enactment Number:**	
Author:	Brenda Stanley	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91203

Fiscal Note

No City Funds required. Private Contract.

Title

Approving plans and specifications for public improvements required to serve Phase 17 of the Subdivision known as Village at Autumn Lake and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-25-00116, Private Contracts 9579 and 9580 (District 17)

Body

WHEREAS, the developer, VAL, LLC, has received the City of Madison's conditional approval to create the subdivision known as Village at Autumn Lake; and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances requires the developer to install the public improvements necessary to serve the subdivision; and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances allows the developer to install the improvements in construction phases provided that a Declaration of Conditions, Covenants, and Restrictions is executed for those lots included in future construction phases until such time as surety is provided to the City to guarantee the installation of the public improvements to serve said lots; and,

WHEREAS, the developer proposed to provide public improvements (excluding surface asphalt pavement) to serve Lots 1404 - 1425, inclusive, 1428 - 1432, inclusive, 1441 - 1446, inclusive, 1458 - 1460, and outlot 77 and 78 of Village at Autumn Lake Replat No. 8 as Phase 17; and,

WHEREAS, the developer received approval for the project on March 3, 2025 by Resolution RES-25-00116, File No. 87069; and,

WHEREAS, the Developer eliminated lots from this phase and proposes to provide public improvements (excluding surface asphalt pavement) to serve Lots 1404 - 1413, inclusive, 1415 - 1420, inclusive, Lots 1428-1432, inclusive, and outlot 77 of Village at Autumn Lake Replat No. 8 as Phase 17; and,

WHEREAS, the Developer eliminated lots from this phase and proposes to provide public surface asphalt pavement improvements to serve Lots 1404 - 1413, inclusive, 1415 - 1420, inclusive, Lots 1428-1432, inclusive, and outlot 77 of Village at Autumn Lake Replat No. 8 as Phase 17 - Surface Paving.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Mayor and City Clerk are hereby authorized and directed to execute a Contract For the Construction of Public Improvements That Will be Accepted by the City of Madison For Village at Autumn Lake Phase 17, with VAL, LLC, or designee with the approval of the City Engineer.

2. That the Mayor and City Clerk are hereby authorized and directed to execute a Contract For the Construction of Public Improvements That Will be Accepted by the City of Madison For Village at Autumn Lake Phase 17 - Surface Paving, with VAL, LLC.

3. That the plans and specifications for the public improvements necessary to serve this phase of the subdivision are hereby approved.

4. That the developer is authorized to construct the public improvements in accordance with the terms of the Contract For the Construction of Public Improvements That Will be Accepted by the City of Madison at the sole cost of the developer, except as follows: Reimbursement not to exceed the statutory limit for the cost of street improvements that benefit the City and abut lands owned by the City, in accordance with Section 16.23(9)(d)(6)(d).

5. That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways, and to sign releases of any declaration of conditions, covenants and restrictions required under the Contract upon the satisfaction of the events specified therein.

6. The Common Council is approved to accept ownership of the improvements in the Maintenance Area if a maintenance agreement is executed and recorded as a condition of this contract.

7. The developer shall be permitted to assign this contract with the approval of the City Engineer, and in a form to be approved by the City Attorney.

8. The Resolution RES-25-00116, File No. 87069 is hereby rescinded.

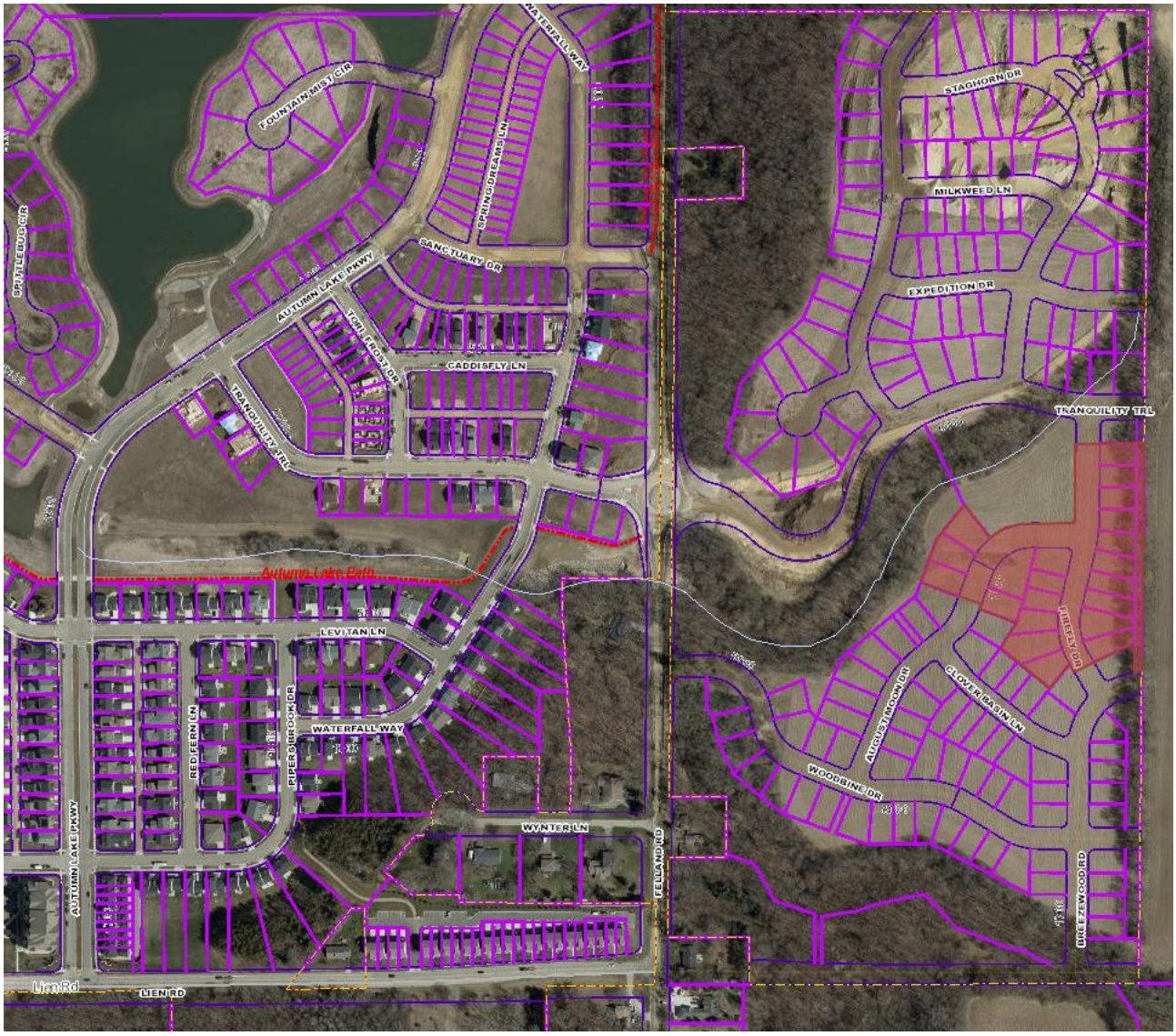
Village at Autumn Lake

Phase 17 (Contract 9579, Project 15446) Main Contract

Phase 17 – Surface Paving (Contract 9580, Project 15446)

Entity: VAL, LLC

Overall Location View



Developer Agreement:

- Construction of public standard street, sidewalk, sanitary sewer, storm sewer, and watermain improvements.
- Street improvements along the August Moon and Firefly Drive frontages of Outlot 62 (private Outlot)
- Path in Outlot 77.
- Improvements to serve Lots 1404 – 1413, inclusive, 1415 - 1420, inclusive, Lots 1428-1432, inclusive, and outlot 77 of Village at Autumn Lake Replat No. 8

Village at Autumn Lake

Phase 17 (Contract 9579, Project 15446) Main Contract

Phase 17 – Surface Paving (Contract 9580, Project 15446)

Entity: VAL, LLC

Detailed Phase View

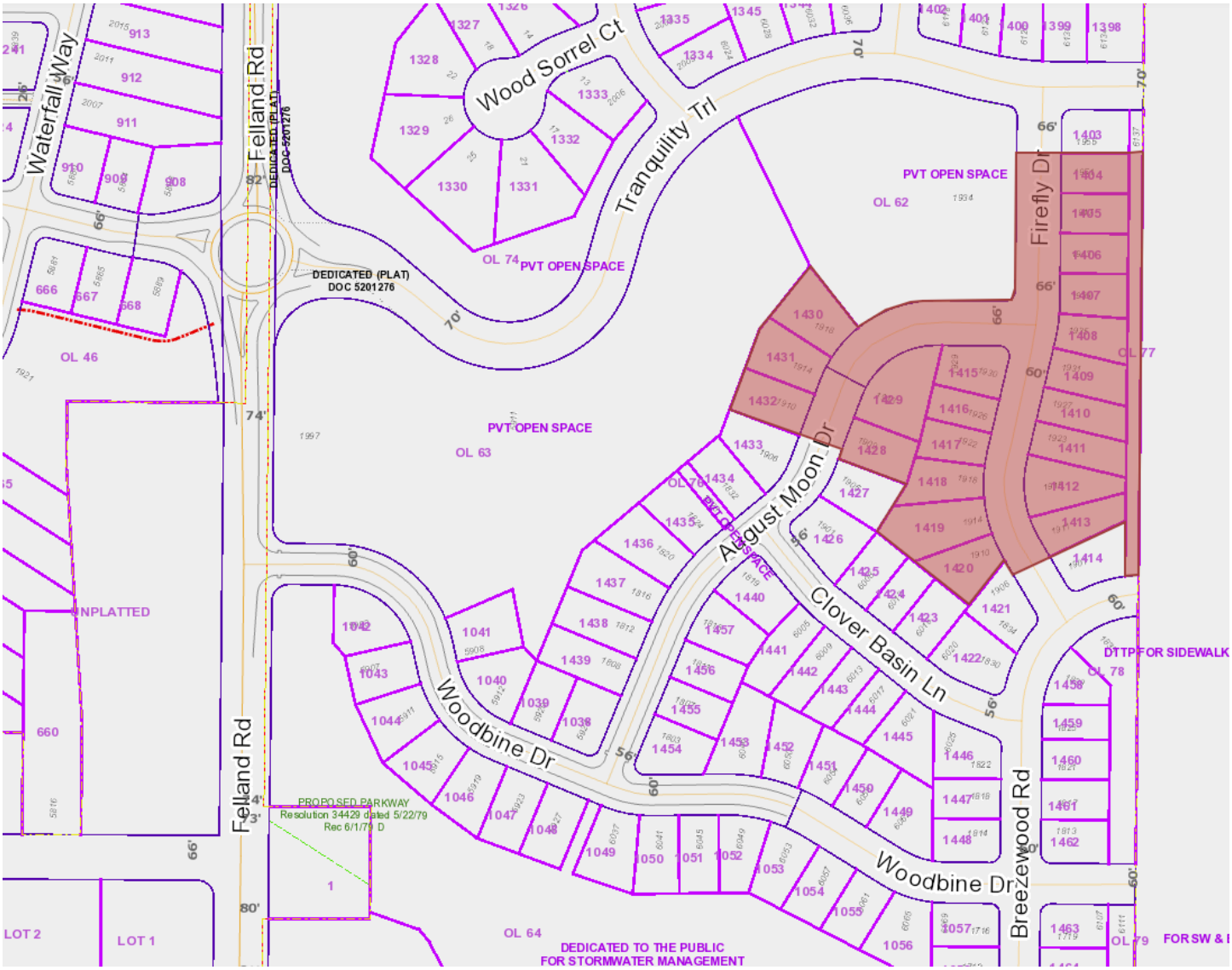
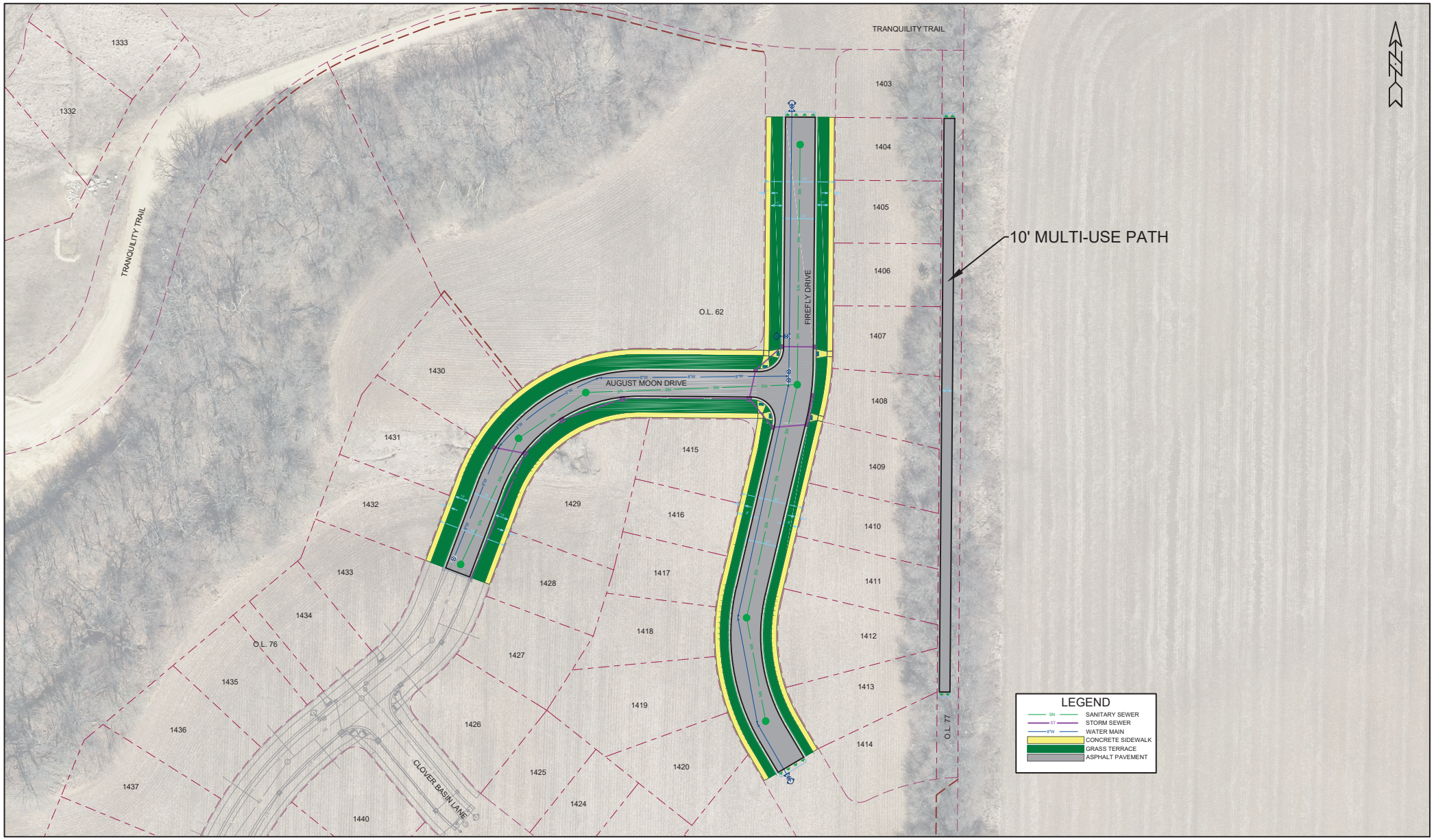


EXHIBIT OF IMPROVEMENTS - VILLAGE AT AUTUMN LAKE PHASE 17
BOARD OF PUBLIC WORKS - 12/17/2025



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91216

File ID:	91216	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving plans and specifications for public improvements necessary for the project known as 1437 N Sherman Ave - Sherman/Shabazz and authorizing construction to be undertaken by the Developer, Private Contract No. 9710.			**Final Action:**	

Title: Approving plans and specifications for public improvements necessary for the project known as 1437 N Sherman Ave - Sherman/Shabazz and authorizing construction to be undertaken by the Developer, Private Contract No. 9710. (District 12)

Notes: Brenda Stanley

		CC Agenda Date:	01/13/2026
		Agenda Number:	55.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9710 Exhibit_v3.pdf	**Enactment Number:**	
Author:	Brenda Stanley, Engineering	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/6/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Ald. Lankella, seconded by Stern, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91216

Fiscal Note

No City Funds required. Private Contract.

Title

Approving plans and specifications for public improvements necessary for the project known as 1437 N Sherman Ave - Sherman/Shabazz and authorizing construction to be undertaken by the Developer, Private Contract No. 9710. (District 12)

Body

WHEREAS, the developer, Madison Metropolitan School District, has received the City of Madison's conditional approval for a one-lot certified survey and the construction of a new public school building to replace the existing school building (Sherman Middle School and Shabazz City High School) on a property located at 1601 N Sherman Avenue and 1610 Ruskin Street, and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances and the conditions of approval require the developer to install the public improvements necessary to serve the rezoning.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Mayor and City Clerk are hereby authorized and directed to execute a Contract For the Construction of Public Improvements that will be accepted by the City of Madison For 1437 N Sherman Ave - Sherman/Shabazz, with Madison Metropolitan School District, or designee with the approval of the City Engineer.

2. That the plans and specifications for the public improvements necessary to serve the development are hereby approved.

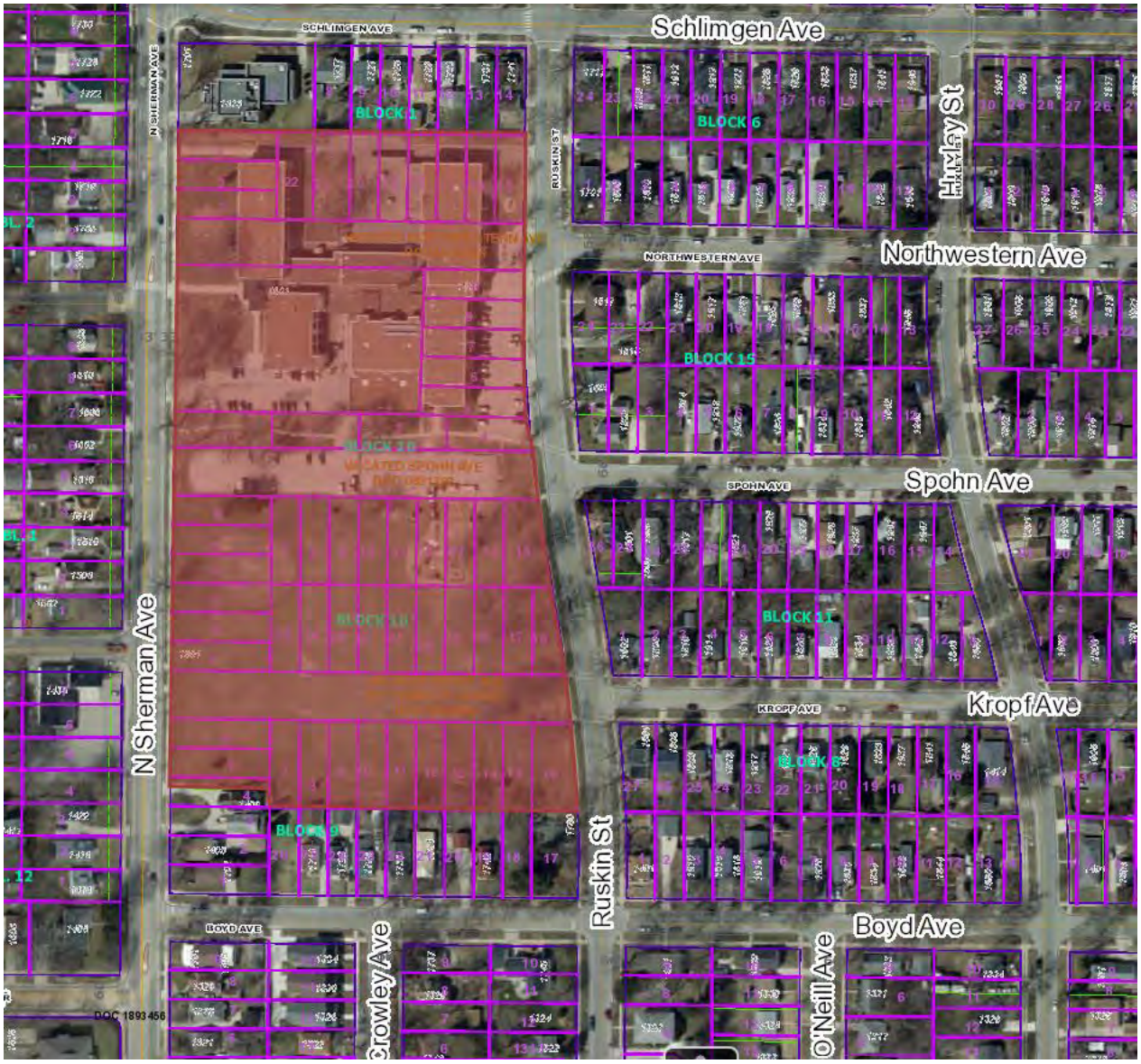
3. That the developer is authorized to construct the public improvements in accordance with the terms of the Contract For the Construction of Public Improvements That Will be Accepted by the City of Madison at the sole cost of the developer, except as follows: NONE

4. That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

5. The Common Council is approved to accept ownership of the improvements in the Maintenance Area if a maintenance agreement is executed and recorded as a condition of this contract.

6. The developer shall be permitted to assign this contract with the approval of the City Engineer, and in a form to be approved by the City Attorney.

1437 N SHERMAN AVE – SHERMAN/SHABAZZ
Contract 9710
MUNIS 16035
Developer: MADISON METROPOLITAN SCHOOL DISTRICT



The existing school will remain in place during the construction of the new building. Upon completion, the existing building will be demolished for new parking and green space.

Summary of Improvements:

- One lot certified survey map which includes Public Sanitary Sewer Easements, Public Water Main Easements, and Public Storm Sewer Easements to accommodate the public facilities owned by the City of Madison through this site. Provide a Public Sidewalk and Bike Path Easement and grant a Public Storm Water Surface Drainage Easement(s) defining the overland overflow route through this site for storm water from the enclosed depression at the intersection of Spohn Ave and Ruskin Street.

- Construct / reconstruct public sidewalk, street terrace, curb and gutter, and pavement on N Sherman Avenue, Ruskin Street, and Boyd Avenue per plan approved by the City Engineer.

- Construct a minimum five-foot wide sidewalk, eight-foot terrace, and additional one-foot maintenance area along the site's N Sherman Street frontage in the provided Public Sidewalk and Bike Path easement.

- Construct a concrete terrace adjacent to the bus loading area on the west side of Ruskin Street from Kropf Avenue to Spohn Avenue.

- Install and maintain an accessible bus boarding pad in the public right-of-way at the planned Metro bus stop zone on the east side of N Sherman Avenue, north of Logan Street.

- Install and maintain a new passenger seating amenity across the sidewalk from the planned bus stop zone - either as part of the private landscape plan or in the public right-of-way area. If located in the public right-of-way, a Privilege in Streets (Bus Bench) application is required.

- The applicant shall be financially responsible for the relocation of the existing Rapid Rectangular Flashing Beacon (RRFB) crossing from the Farragut/Sherman intersection to the north leg of the Logan/Sherman intersection. This work will include constructing pedestrian ramps and installing a continental crosswalk.

- Public signing, pavement marking and street lighting related to the development as required by the City Traffic Engineer.

- Protect existing public streetlights, electrical, and fiber facilities in the project area. Coordinate with City Traffic Engineering and City IT on relocations needed to facilitate construction.

- Removal of an existing 8-inch public sanitary sewer main which crosses the existing site, and construction of a 10-inch PVC public sanitary sewer pipe.

- Relocate fire hydrant on Ruskin Street as determined by Madison Water Utility.

- Install 50 LF of 6-inch D.I. watermain below new storm sewer for future public watermain improvements. Additional public watermain improvement shall be completed with a separate public works project.

- Redesign of the existing public storm sewer that runs through the site, construction of the new system is the responsibility of the developer and new easements shall be granted to the City of Madison. The discharge from the site shall be limited in all events up to the capacity of the existing storm system to the south. The overflow from the site shall be discharged to the existing easement.

- Provide public street terrace tree protection, removals, and plantings per City Forestry approvals. Install street tree terrace support systems per City Forestry approvals and per plans approved by the City Engineer.

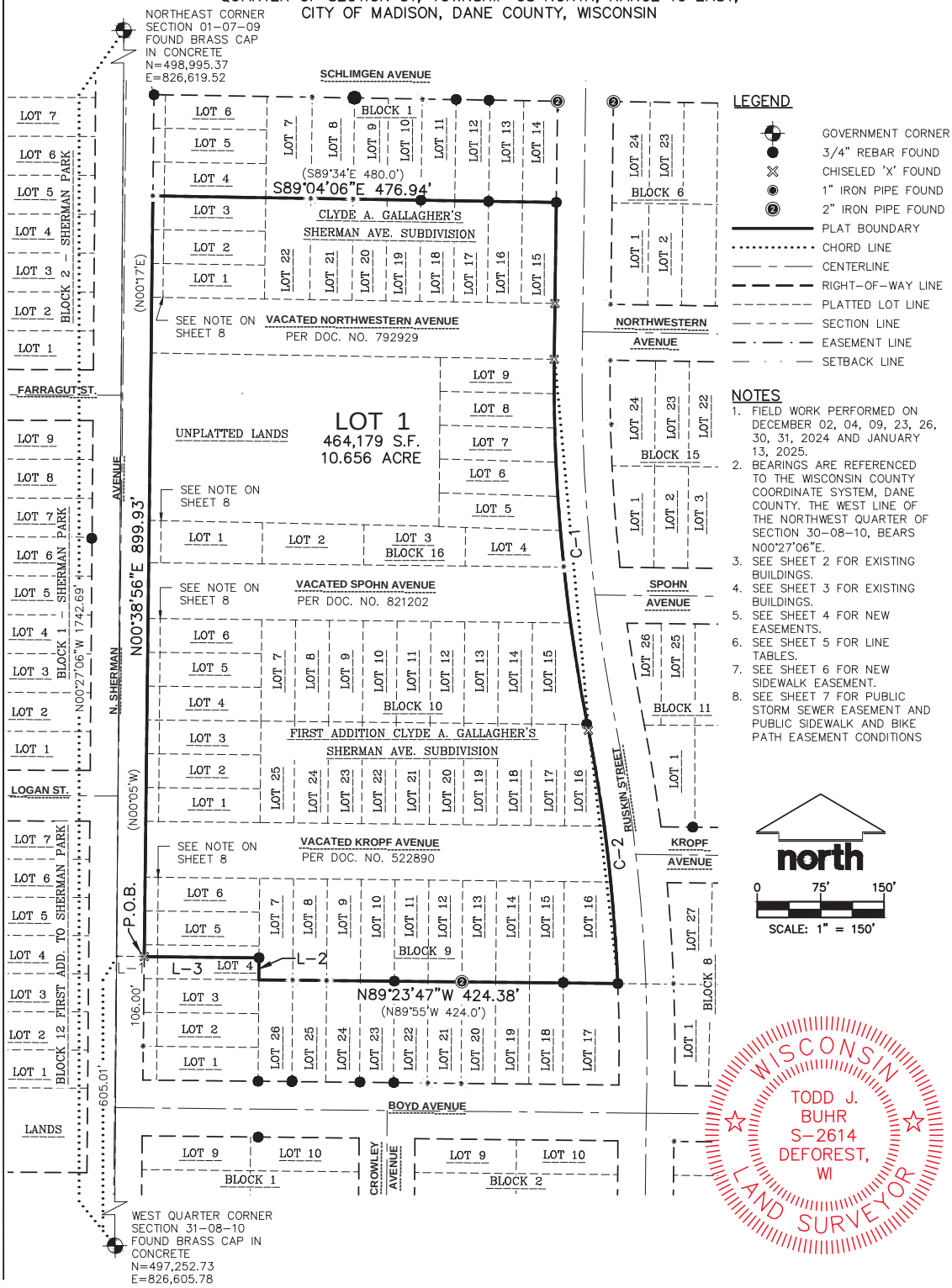
- Close abandoned driveways with curb and gutter. Construct new private drive entrance aprons per plans approved by the City Engineering and per the Commercial Driveway Permit approved by the City Traffic Engineer.

- Coordinate project access, street closures, and street occupancy with other projects in the area and as approved by City Traffic Engineering.

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

PART OF LOT 4 AND ALL OF LOTS 5–16, BLOCK 9, LOTS 1–25, BLOCK 10, LOTS 1–9, BLOCK 16, FIRST ADDITION CLYDE A. GALLAGHER'S SHERMAN AVE. SUBDIVISION, LOTS 1–3, 15–22, BLOCK 1, CLYDE A. GALLAGHER'S SHERMAN AVE. SUBDIVISION, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 31, LOCATED IN THE THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



LEGEND

- GOVERNMENT CORNER
- 3/4" REBAR FOUND
- CHISELED 'X' FOUND
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- SECTION LINE
- EASEMENT LINE
- SETBACK LINE

NOTES

1. FIELD WORK PERFORMED ON DECEMBER 02, 04, 09, 23, 26, 30, 31, 2024 AND JANUARY 13, 2025.
2. BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY. THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 30-08-10, BEARS N00°27'06"E.
3. SEE SHEET 2 FOR EXISTING BUILDINGS.
4. SEE SHEET 3 FOR EXISTING BUILDINGS.
5. SEE SHEET 4 FOR NEW EASEMENTS.
6. SEE SHEET 5 FOR LINE TABLES.
7. SEE SHEET 6 FOR NEW SIDEWALK EASEMENT.
8. SEE SHEET 7 FOR PUBLIC STORM SEWER EASEMENT AND PUBLIC SIDEWALK AND BIKE PATH EASEMENT CONDITIONS

north
0 75' 150'
SCALE: 1" = 150'

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA ROAD, SUITE 500
VERONA, WI 53593
P. 608.848.5060

SURVEYED FOR:
MADISON METROPOLITAN SCHOOL DISTRICT
1601 N. SHERMAN AVE.
MADISON, WI 53704

PROJECT NO: 24-14661
FIELDBOOK/PG: –
SHEET NO: 1 OF 10

SURVEYED BY: –
DRAWN BY: JK

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

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PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

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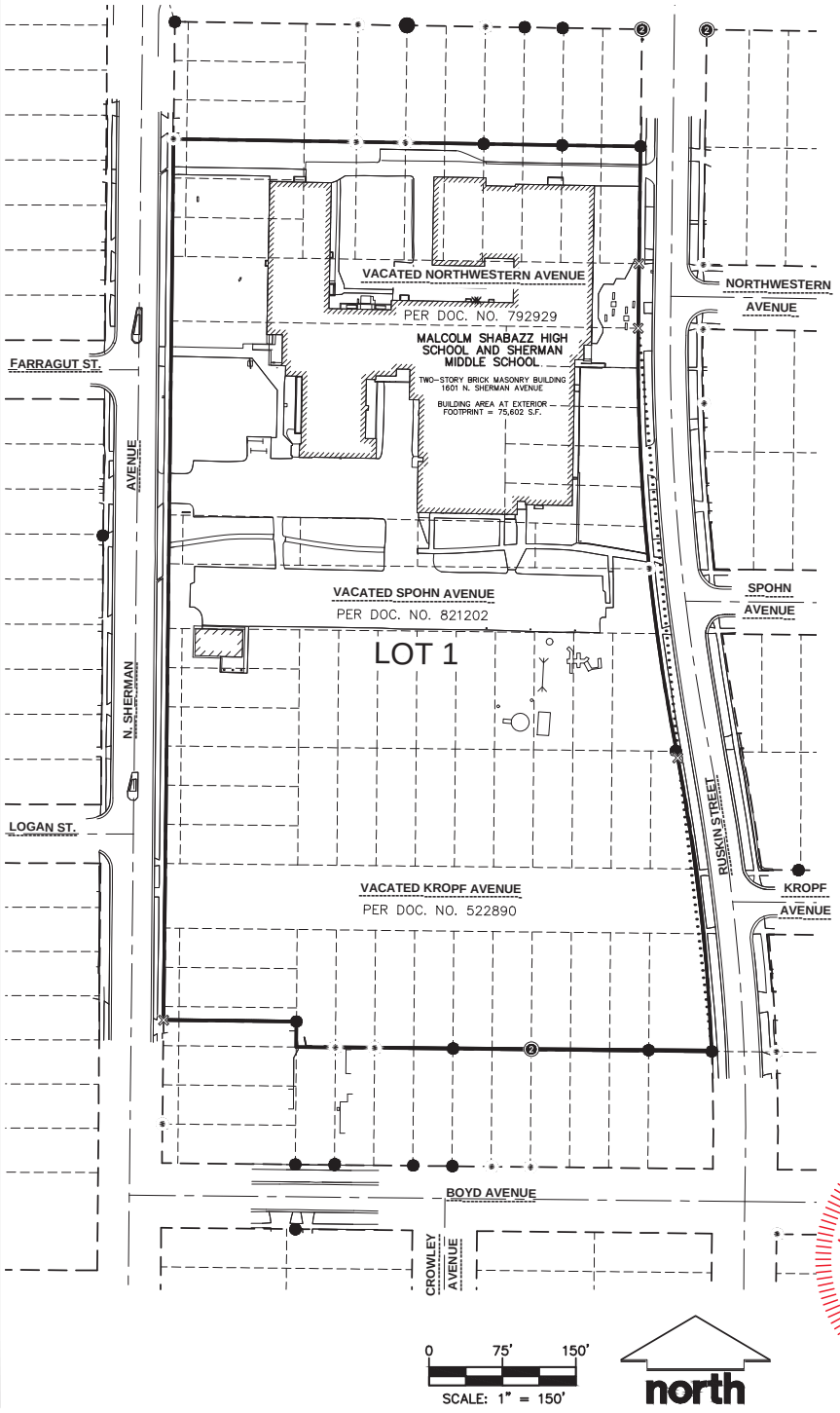
EXISTING BUILDINGS



LEGEND

- 3/4" REBAR FOUND
- CHISELED 'X' FOUND
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT–OF–WAY LINE
- PLATTED LOT LINE

NOTE

9. ALL BUILDINGS TO BE REMOVED.

0 75' 150'
SCALE: 1" = 150'

north

WISCONSIN
TODD J. BUHR
S–2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA ROAD, SUITE 500
VERONA, WI 53593
P. 608.848.5060

SURVEYED FOR:
MADISON METROPOLITAN SCHOOL DISTRICT
1601 N. SHERMAN AVE.
MADISON, WI 53704

PROJECT NO: 24–14661
FIELDBOOK/PG: –
SHEET NO: 2 OF 10

SURVEYED BY: –
DRAWN BY: JK

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PRELIMINARY

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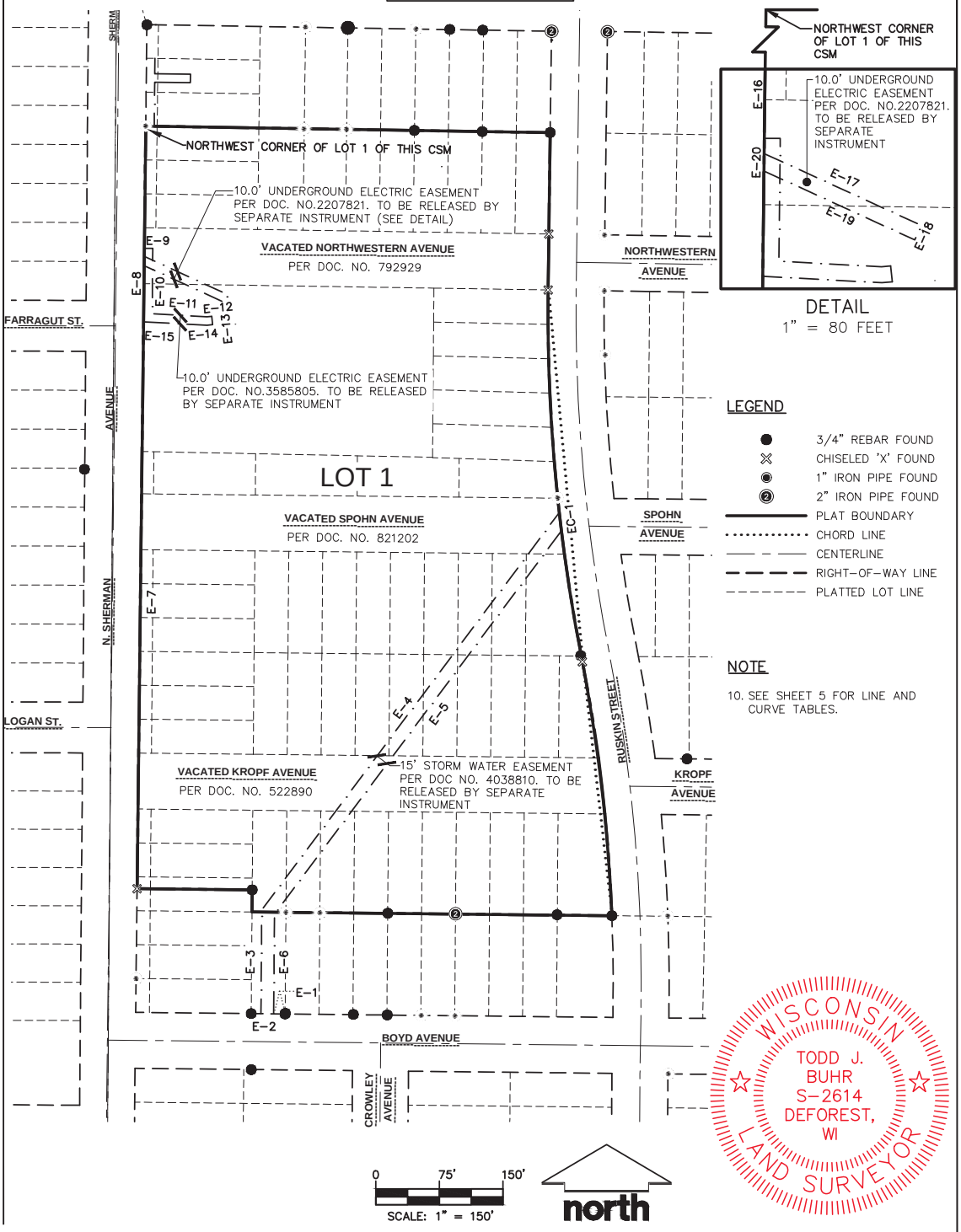
EXISTING EASEMENTS



DETAIL
1" = 80 FEET

LEGEND

- 3/4" REBAR FOUND
- CHISELED 'X' FOUND
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE

NOTE

10. SEE SHEET 5 FOR LINE AND CURVE TABLES.

0 75' 150'
SCALE: 1" = 150'

north

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA ROAD, SUITE 500
VERONA, WI 53593
P. 608.848.5060

SURVEYED FOR:
MADISON METROPOLITAN SCHOOL DISTRICT
1601 N. SHERMAN AVE.
MADISON, WI 53704

PROJECT NO: 24-14661
FIELDBOOK/PG: –
SHEET NO: 3 OF 10

SURVEYED BY: –
DRAWN BY: JK

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PRELIMINARY

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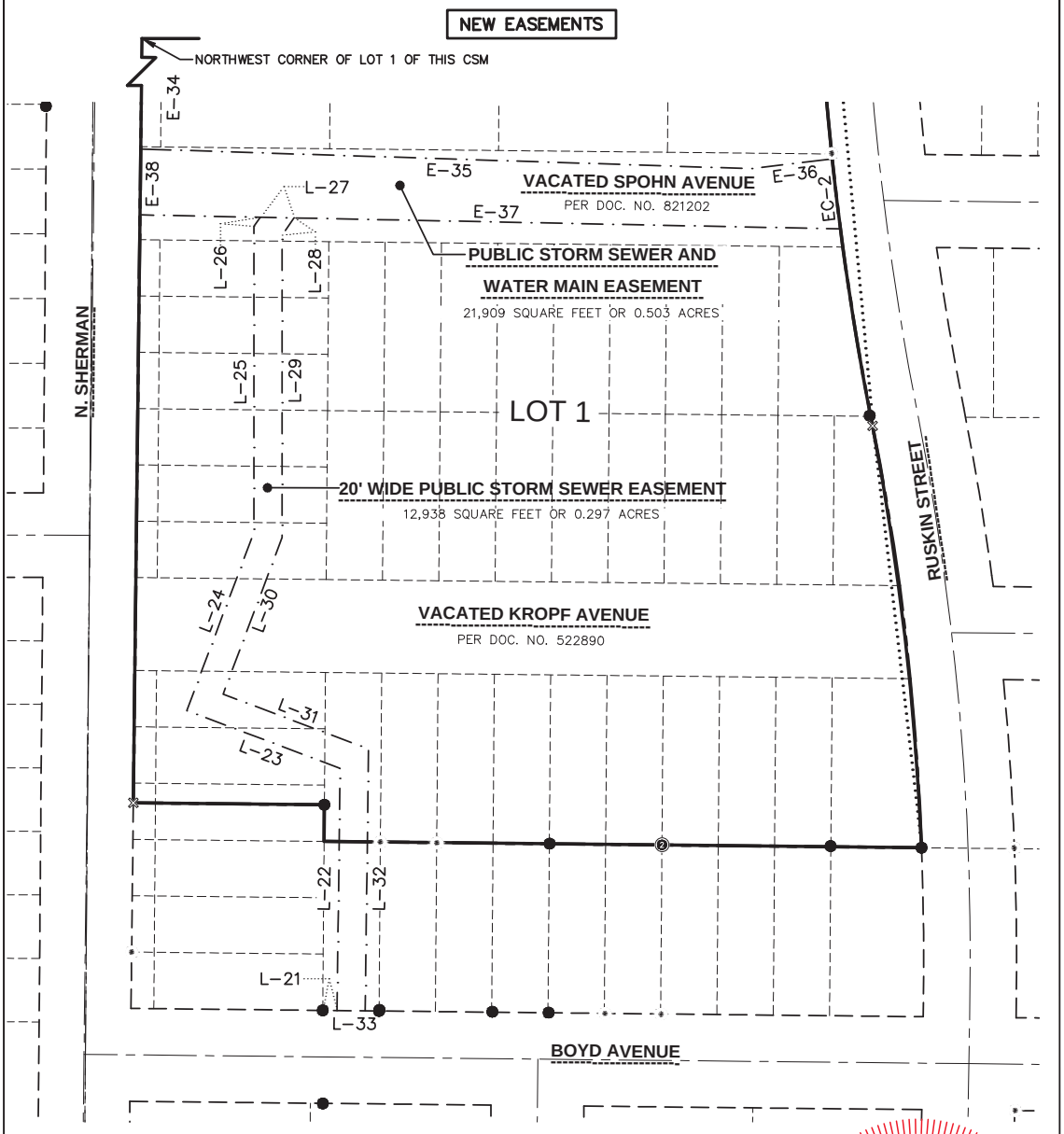

LEGEND

- 3/4" REBAR FOUND
- CHISELED 'X' FOUND
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT–OF–WAY LINE
- PLATTED LOT LINE

NOTE

11. SEE SHEET FOR LINE AND CURVE TABLES.
12. SEE SHEET 7 FOR NOTES ON EASEMENT.

0 50' 100'
SCALE: 1" = 100'

north

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:	SURVEYED FOR:				
JSD MADISON REGIONAL OFFICE 507 W. VERONA ROAD, SUITE 500 VERONA, WI 53593 P. 608.848.5060	MADISON METROPOLITAN SCHOOL DISTRICT 1601 N. SHERMAN AVE. MADISON, WI 53704	PROJECT NO: 24–14661 FIELDBOOK/PG: – SHEET NO: 4 OF 10	SURVEYED BY: – DRAWN BY: JK	VOL. _____ PAGE _____ DOC. NO. _____ C.S.M. NO. _____	

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PRELIMINARY

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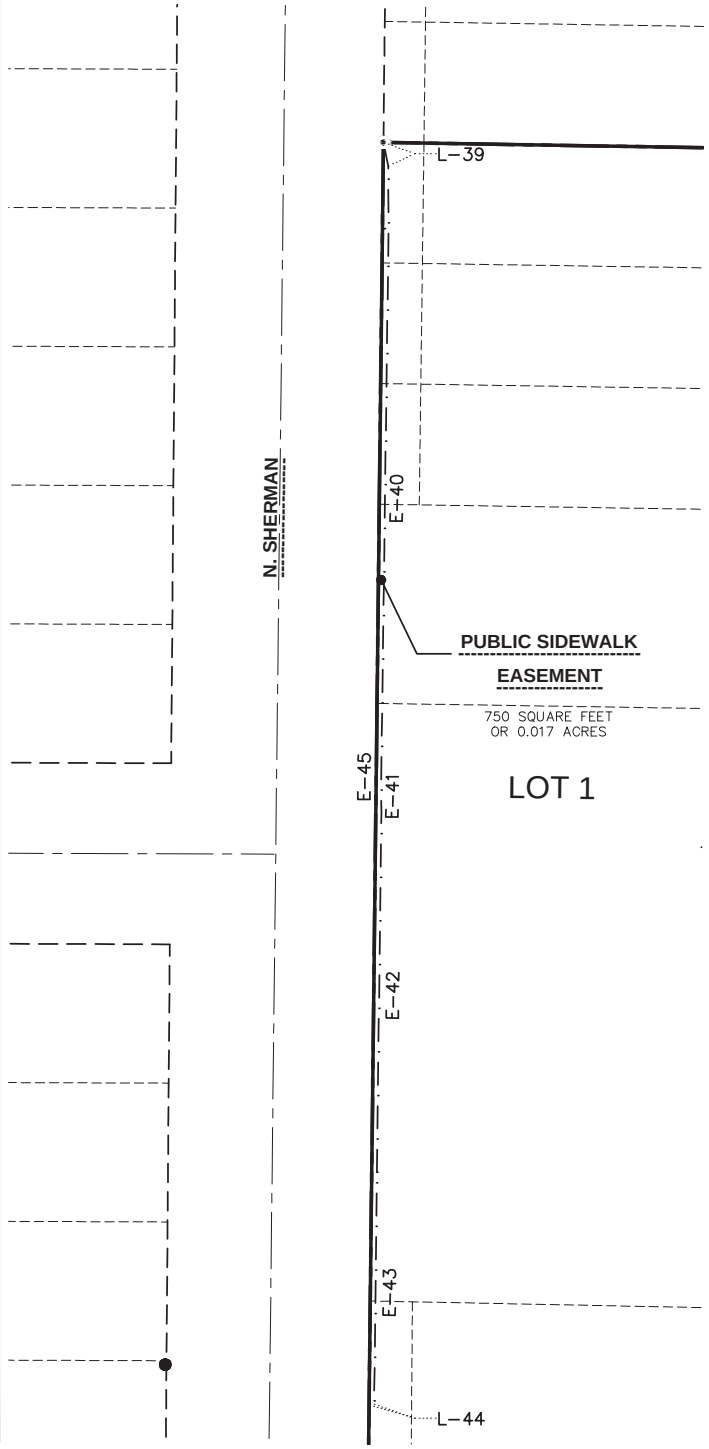
NEW EASEMENTS



EASEMENT LINE TABLE		
LINE	BEARING	DISTANCE
E-39	S11°40'28"E	7.95'
E-40	S00°19'39"E	20.76'
E-41	S00°46'02"W	183.72'
E-42	S00°27'08"E	9.75'
E-43	S00°42'20"W	196.29'
E-44	S81°05'09"W	1.69'
E-45	N00°38'56"E	418.56'

LEGEND

- 3/4" REBAR FOUND
- CHISELED 'X' FOUND
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE

NOTE

13. SEE SHEET 7 FOR NOTES ON EASEMENT.

north

0 25' 50'

SCALE: 1" = 50'

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA ROAD, SUITE 500
VERONA, WI 53593
P. 608.848.5060

SURVEYED FOR:
MADISON METROPOLITAN SCHOOL DISTRICT
1601 N. SHERMAN AVE.
MADISON, WI 53704

PROJECT NO: 24-14661
FIELDBOOK/PG: –
SHEET NO: 6 OF 10

SURVEYED BY: –
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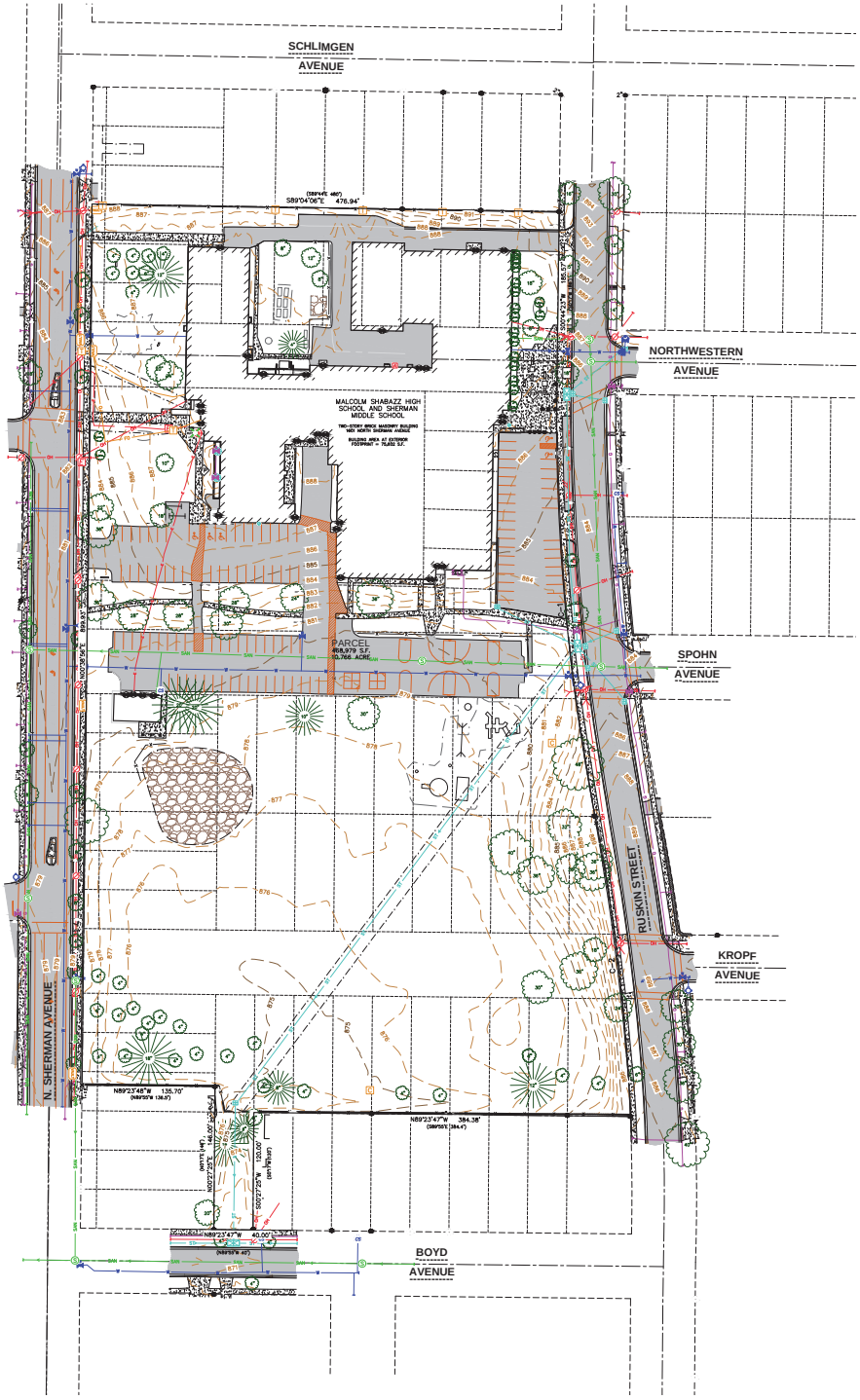
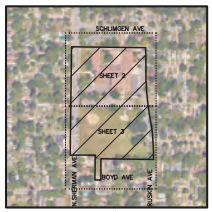


EXISTING CONDITIONS SURVEY

LANDS LOCTAED IN THE THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN, MORE PARTICULARLY AS DESCRIBED IN THE LEGAL DESCRIPTION.



VICINITY MAP/SHEET INDEX
NOT TO SCALE

LEGEND

- GOVERNMENT CORNER
- 1" IRON PIPE FOUND
- ¾" REBAR FOUND
- 3/4" x 24" REBAR SET (1.50 LBS/LF)
- CHISELED "X" FOUND
- BENCHMARK
- FINISHED FLOOR SHOT LOCATION
- FLAG POLE
- POST
- SIGN
- SANITARY MANHOLE
- VENT PIPE
- HYDRANT
- WATER VALVE
- CURB STOP/SERVICE VALVE
- STORM MANHOLE
- ROUND CASTED INLET
- CURB INLET
- STORM SEWER ACCESS
- ENDWALL/END OF PIPE
- GAS VALVE
- ELECTRIC TRANSFORMER
- LIGHT POLE
- YARD LIGHT
- ELECTRIC MANHOLE
- POWER POLE
- POWER POLE W/GUY
- VAULT
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- DECIDUOUS TREE
- CONIFEROUS TREE
- HANDICAP PARKING
- PARCEL BOUNDARY
- SECTION LINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- CHORD LINE
- SETBACK LINE
- EASEMENT LINE
- LANDSCAPE LIMITS
- FENCE LINE
- WALL LINE
- CONCRETE CURB & GUTTER
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- SANITARY SEWER
- WATER LINE
- STORM SEWER
- UNDERGROUND TELEPHONE
- NATURAL GAS
- OVERHEAD LINE
- UNDERGROUND ELECTRIC
- BUILDING
- INDEX CONTOUR
- INTERMEDIATE CONTOUR
- BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT
- GRAVEL
- PAVEMENT STRIPING
- END OF FLAGGED UTILITIES
- ( ) DENOTES RECORDED AS MEASUREMENTS DEPICTING THE SAME LINE ON THE GROUND AS RETRACED BY THIS SURVEY

NOTES

1. FIELD WORK PERFORMED ON DECEMBER 02, 04, 09, 23, 30, AND 31, 2024.
2. BEARINGS FOR THIS SURVEY AND MAP ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY ZONE.
3. ELEVATIONS ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88). BENCHMARK IS A BRASS CAP MONUMENT MARKING THE CENTER CORNER OF SECTION 31, T09N, R10E, ELEVATION = 863.31'
4. CONTOUR INTERVAL IS ONE FOOT.
5. SUBSURFACE UTILITIES AND FEATURES SHOWN ON THIS MAP HAVE BEEN APPROXIMATED BY LOCATING SURFICIAL FEATURES AND APPURTENANCES, LOCATING DIGGERS HOTLINE FIELD MARKINGS AND BY REFERENCE TO UTILITY RECORDS AND MAPS. DIGGER'S HOTLINE TICKET NOS. 20244714578, 20244714580, 20244714640, 20244714646, 20244714653, 20244714724, 20244714728, 20244714729, AND 20244714728 WITH A CLEAR DATE OF NOVEMBER 27, 2024.
6. UTILITY COMPANIES CONTACTED THRU DIGGERS HOTLINE:
   CITY OF MADISON
   MGE (ELECTRIC AND GAS)
   MCI
   METROPOLITAN UNIFIED NETWORK CONSORTIUM
   AT&T COMMUNICATIONS
   LEVEL 3 NOW LUMEN
7. BEFORE EXCAVATION, APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED. FOR EXACT LOCATION OF UNDERGROUND UTILITIES, CONTACT DIGGERS HOTLINE, AT 1.800.242.8511.
8. SITE PLAN RECORDS WERE ACQUIRED FROM THE CITY OF MADISON ZONING DEPARTMENT. THE RECORDS ACQUIRED ARE FROM SEPTEMBER 18, 2024.
9. THIS SURVEY REFLECTS TITLE 3191929 ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY, WITH A COMMITMENT DATE OF DECEMBER 10, 2024

CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA	CHORD	CHORD BEARING
C-1	441.48'	2132.00'	11°51'52"	440.69'	S51°51'51"E
(C-1)		2132.00'	12°06'		S57°47'E
C-2	301.91'	2066.00'	8°22'22"	301.64'	S61°36'44"E
(C-2)		2066.00'	11°44'		S57°47'E

LEGAL DESCRIPTION

LOTS 1, 2, 3, 15, 16, 17, 18, 19, 20, 21 AND 22, BLOCK 1, CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION.
THE NORTH 14 FEET OF LOT 4 AND LOTS 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, BLOCK 9, FIRST ADDITION TO CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION.
LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, AND 25, BLOCK 10, FIRST ADDITION TO CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION.
LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, BLOCK 16, FIRST ADDITION TO CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION.
ALL THAT PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 31, TOWNSHIP 08 NORTH, RANGE 10 EAST, LYING NORTH AND WEST OF THE FIRST ADDITION TO CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION, LESS THE SHERMAN AVENUE PUBLIC STREET RIGHT OF WAY.
VACATED NORTHWESTERN AVENUE, SPOHN AVENUE AND KROPF AVENUE LYING WEST OF RUSKIN STREET AND EAST OF SHERMAN AVENUE IN CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION AND IN THE FIRST ADDITION TO CLYDE A. GALLAGHER'S SHERMAN AVENUE SUBDIVISION.

TAX KEY NO: 251/0810-312-2001-5

SURVEYOR'S CERTIFICATE

I, TODD J. BUHR, WISCONSIN PROFESSIONAL LAND SURVEYOR NO. S-2614, HEREBY CERTIFY THAT UNDER THE DIRECTION OF MADISON METROPOLITAN SCHOOL DISTRICT THIS SURVEY AND MAP HAS BEEN PREPARED AND COMPLIES WITH WISCONSIN ADMINISTRATIVE CODE A-E7 AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF IN ACCORDANCE WITH THE INFORMATION PROVIDED.

TODD J. BUHR, S-2614
PROFESSIONAL LAND SURVEYOR

04-02-25
DATE

WISCONSIN — TODD J. BUHR S-2614 DEFOREST, WI — SURVEYOR

north
SCALE IN FEET
50' 0 50'

JSD
CREATE THE VISION TELL THE STORY
jsdinc.com

MADISON REGIONAL OFFICE
507 WEST VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

CLIENT:
MADISON METROPOLITAN SCHOOL DISTRICT

CLIENT ADDRESS:
301 NORTH BROOM STREET
MADISON, WISCONSIN 53703

PROJECT:
MALCOLM SHABAZZ HIGH SCHOOL / SHERMAN MIDDLE SCHOOL

PROJECT LOCATION:
1601 NORTH SHERMAN AVENUE
MADISON, DANE COUNTY
WISCONSIN, 53704

MODIFICATIONS:

#	Date:	Description:
1	01/17/25	PRELIMINARY MAP
2	03/07/25	FINAL MAP

Prepared By: ZHG 01/08/25

SHEET TITLE:
EXISTING CONDITIONS SURVEY

SHEET NUMBER:
1 OF 3

PROJECT NO: 24-14665

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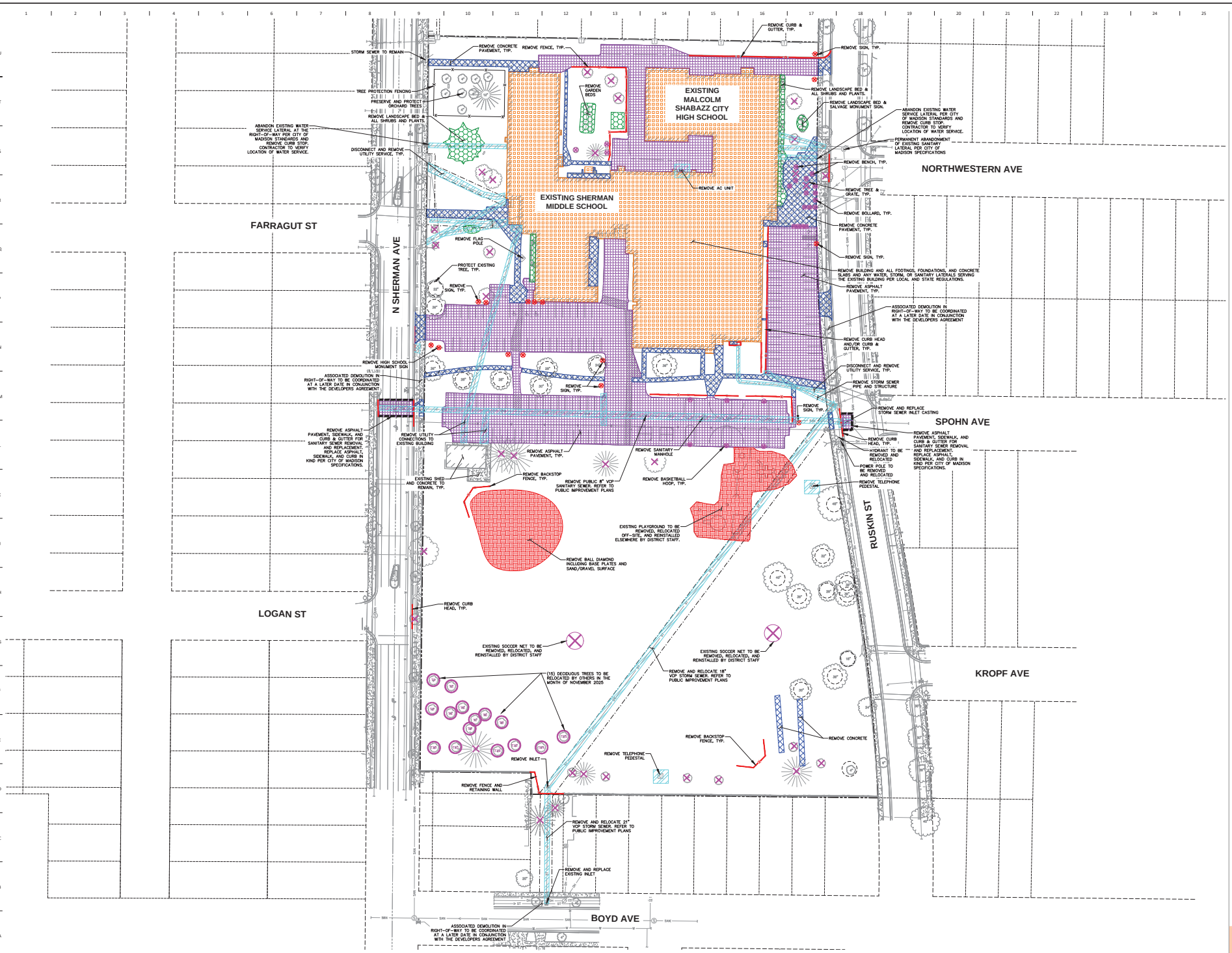
Demolition



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OPN ARCHITECTS
301 N Broom St., Suite 100
Madison, WI 53703
P: 608-819-0260
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Madison, WI 53703

Project
SHERMAN MIDDLE SCHOOL
1522 Ruskin Street
Madison, WI 53704
MALCOLM SHABAZZ CITY HIGH SCHOOL
1437 N Sherman Avenue
Madison, WI 53704

Construction Manager
Vogel Bros. Building Co.
5460 Fen Oak Dr.
Madison, WI 53718
P. 608-241-5454

Civil Engineer / Landscape Architect
JSD Professional Services
507 W. Verona Ave., Suite 500
Verona, WI 53593
P. 608-848-5060

Structural Engineer
IMEG
2310 Crossroads Dr., Suite 3000
Madison, WI 53718
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Electrical Engineer
IMEG
2310 Crossroads Dr., Suite 3000
Madison, WI 53718
P. 608-223-9600

Key Plan

Revision	Description	Date

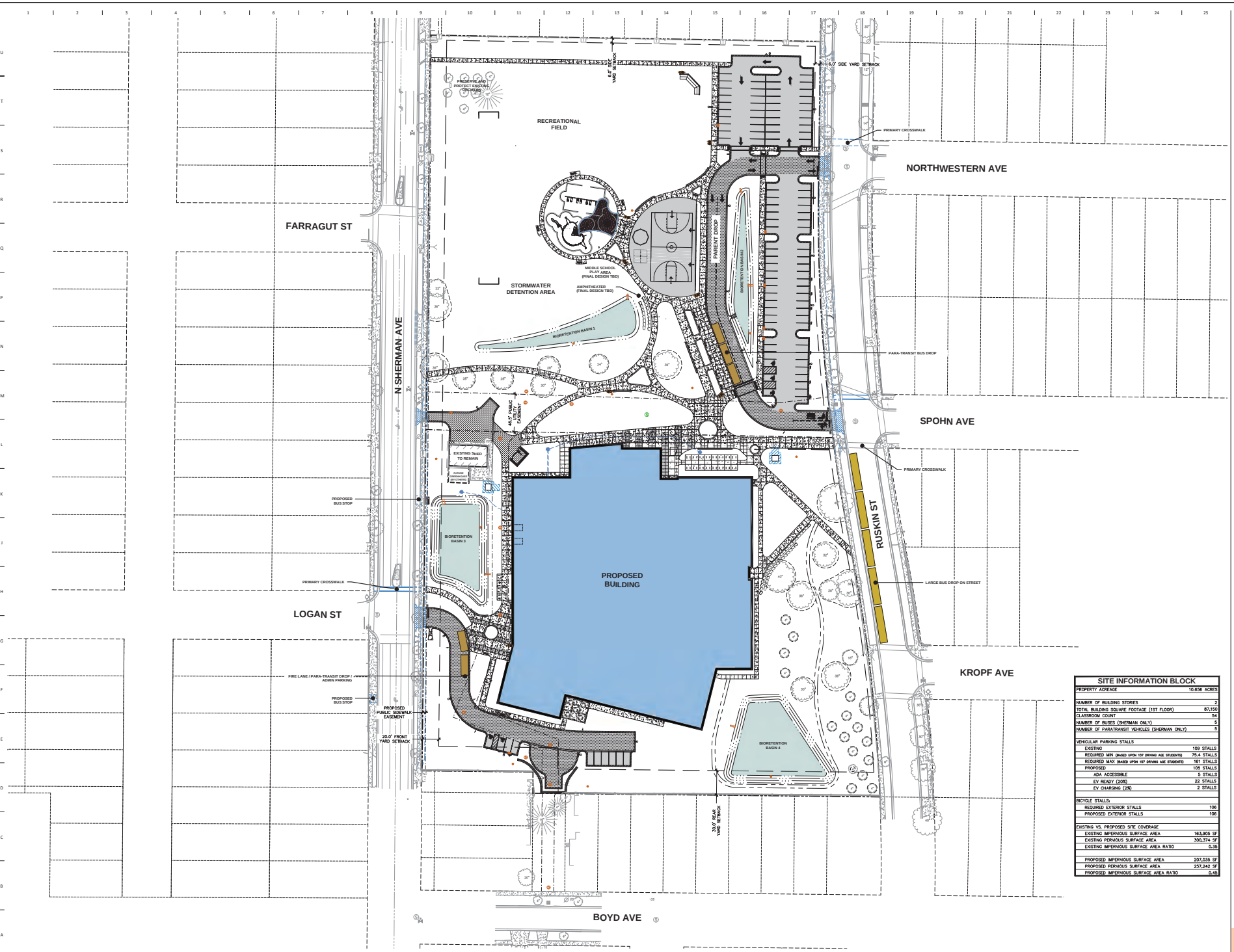
OPN Project No.
24654002

Sheet Issue Date
SPV SUBMITTAL 11/10/25

Sheet Name
DEMOLITION PLAN

Sheet Number
C200

Site Plan



SITE INFORMATION BLOCK

PROPERTY ACREAGE	10.636 ACRES
NUMBER OF BUILDING STORIES	2
TOTAL BUILDING SQUARE FOOTAGE (1ST FLOOR)	87,150
CLASSROOM COUNT	54
NUMBER OF BUSES (SHERMAN ONLY)	5
NUMBER OF PARATRANSIT VEHICLES (SHERMAN ONLY)	5
VEHICULAR PARKING STALLS	
EXISTING	109 STALLS
REQUIRED MIN (BASED UPON 107 DRIVING AGE STUDENTS)	75.4 STALLS
REQUIRED MAX (BASED UPON 107 DRIVING AGE STUDENTS)	161 STALLS
PROPOSED	105 STALLS
ADA ACCESSIBLE	5 STALLS
EV READY (20%)	22 STALLS
EV CHARGING (2%)	2 STALLS
BICYCLE STALLS	
REQUIRED EXTERIOR STALLS	106
PROPOSED EXTERIOR STALLS	106
EXISTING VS. PROPOSED SITE COVERAGE	
EXISTING IMPERVIOUS SURFACE AREA	163,905 SF
EXISTING PERVIOUS SURFACE AREA	300,374 SF
EXISTING IMPERVIOUS SURFACE AREA RATIO	0.35
PROPOSED IMPERVIOUS SURFACE AREA	207,035 SF
PROPOSED PERVIOUS SURFACE AREA	257,242 SF
PROPOSED IMPERVIOUS SURFACE AREA RATIO	0.45

north

SCALE IN FEET

40' 0 40'

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301 N Broom St., Suite 100
Madison, WI 53703
P: 608-819-0260
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Vogel Bros. Building Co.
5460 Fen Oak Dr.
Madison, WI 53718
P. 608-241-5454

Civil Engineer / Landscape Architect
JSD Professional Services
507 W. Verona Ave., Suite 500
Verona, WI 53593
P. 608-848-5060

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IMEG
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Madison, WI 53718
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P. 608-223-9600

Key Plan

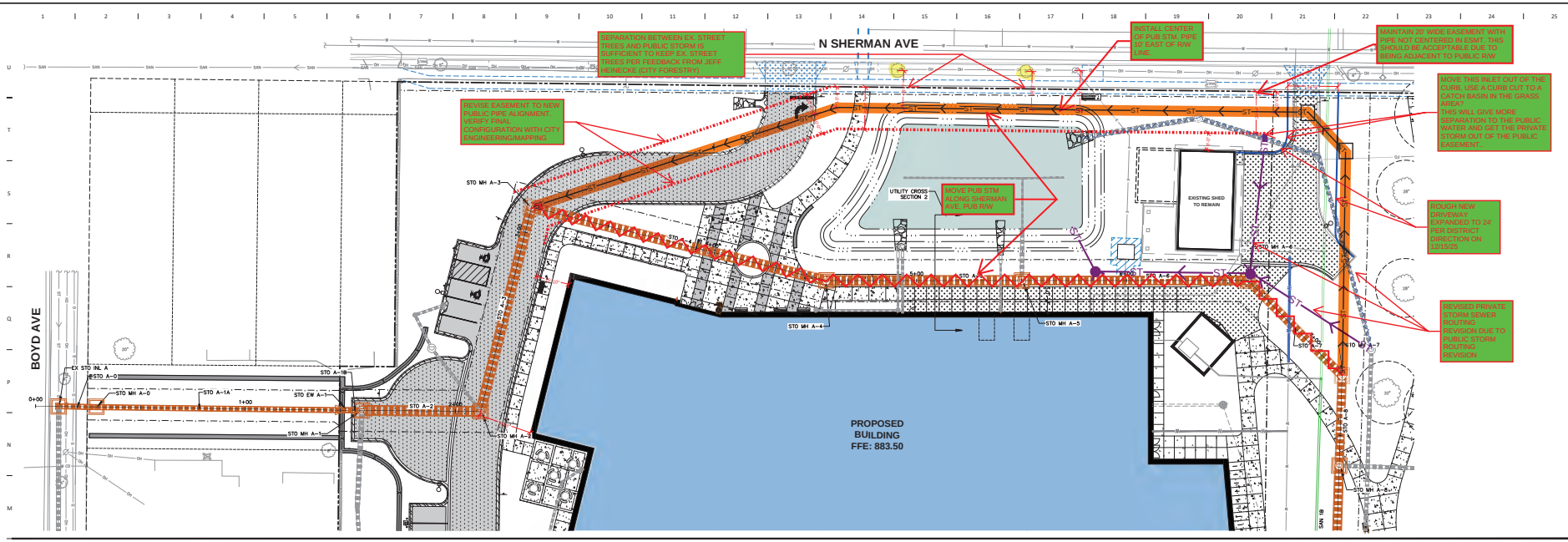
Revision	Description	Date

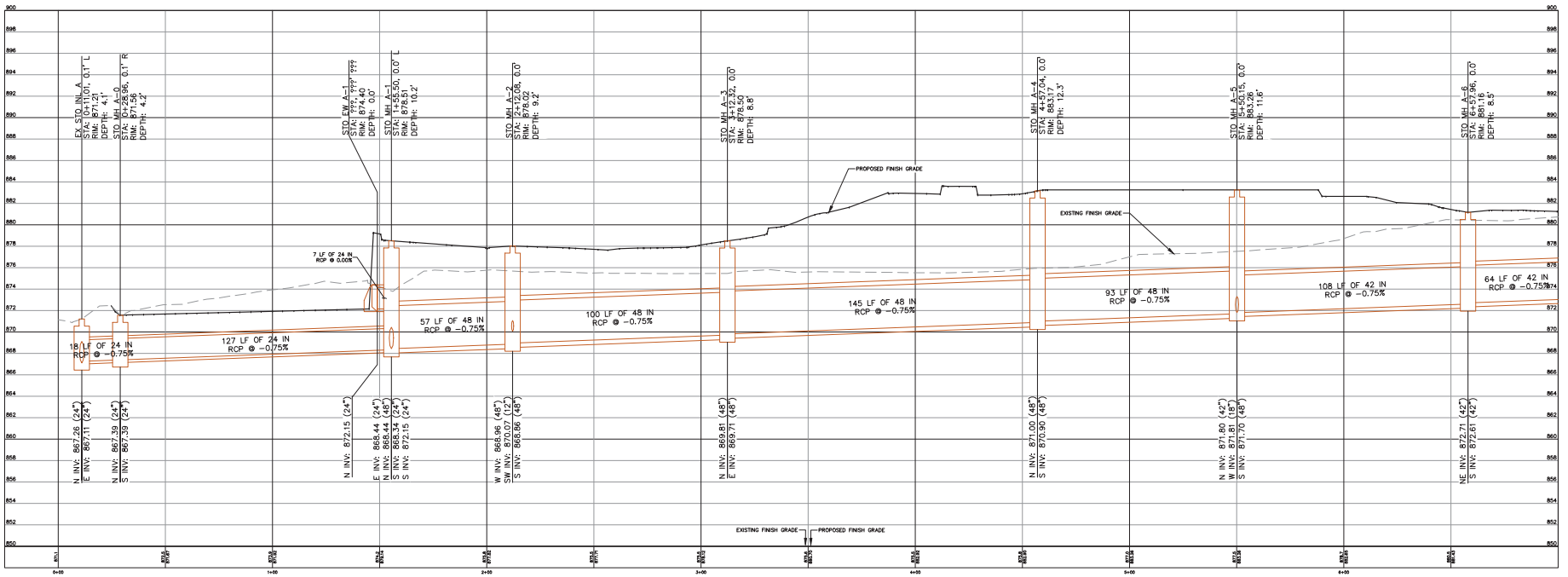
OPN Project No.
24654002

Sheet Issue Date
SPV SUBMITTAL 11/10/25

Sheet Name
SITE PLAN

Sheet Number
C300





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IMEG
2310 Crossroads Dr., Suite 3000
Madison, WI 53718
P. 608-223-9600

Key Plan

SCALE IN FEET
0 4 20 40

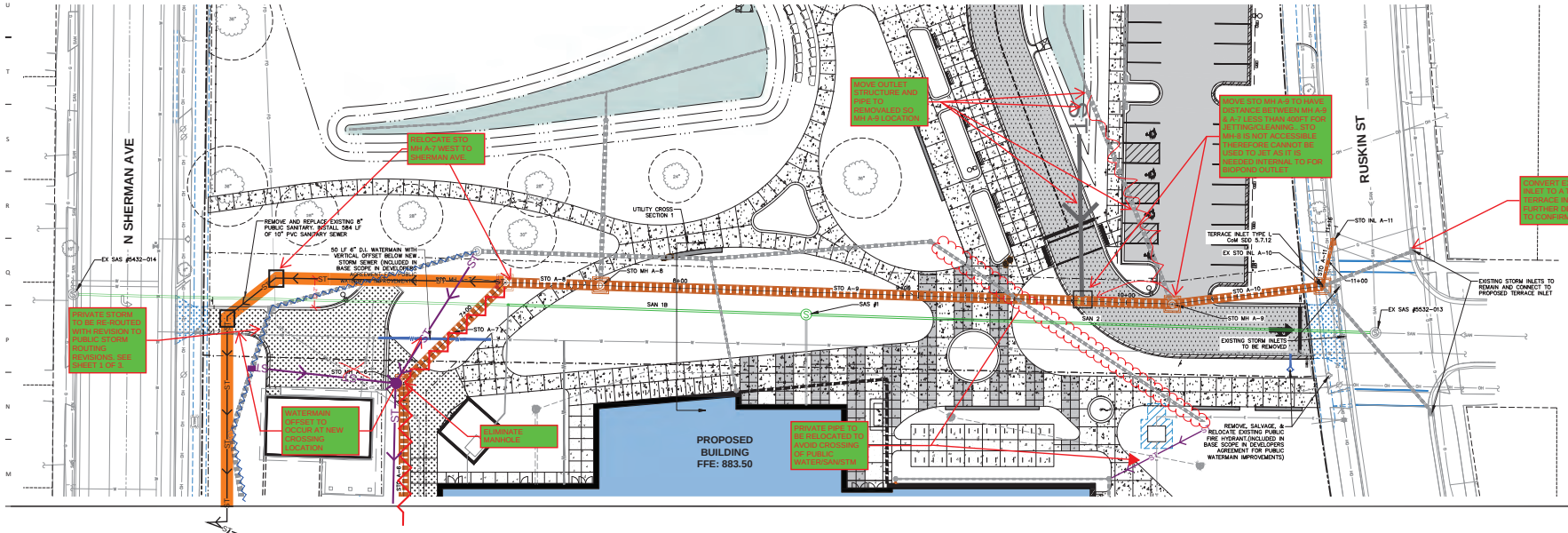
Revision	Description	Date

OPN Project No.
24654002

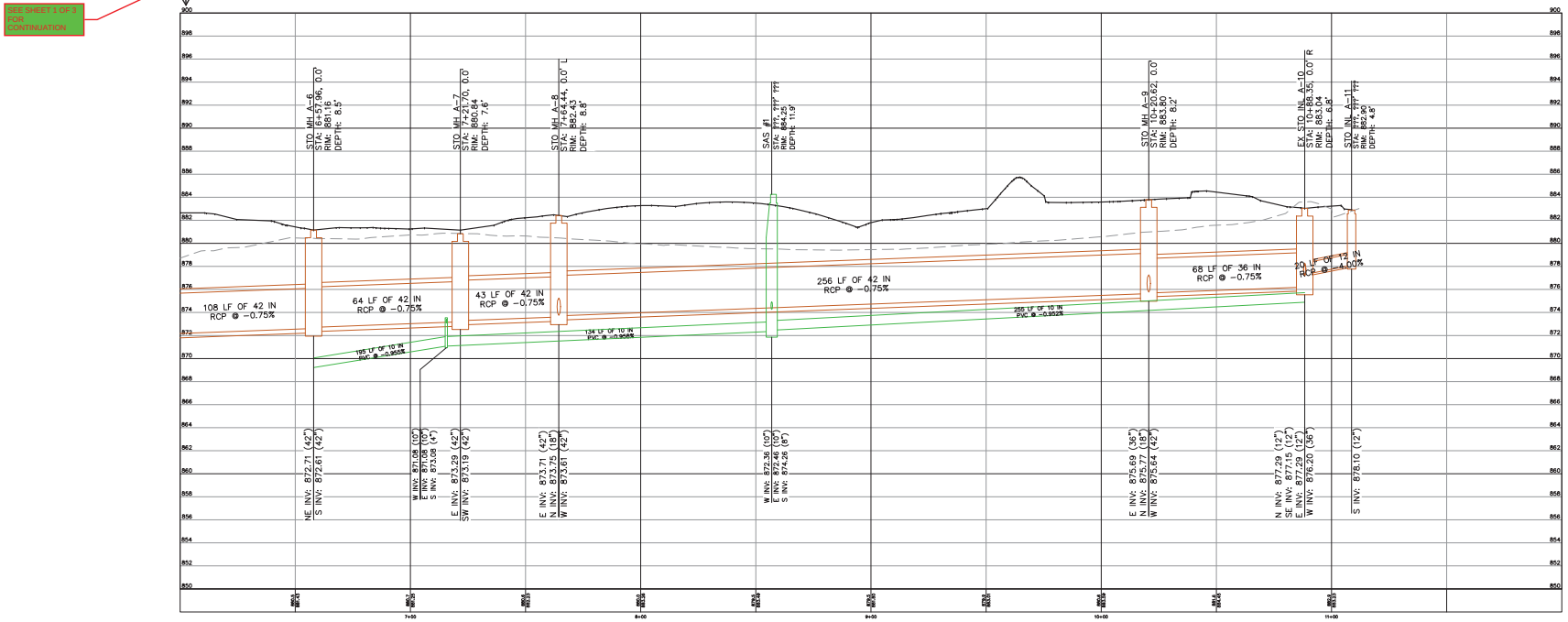
Sheet Issue Date
BID PKG 1 Bid Documents 12/02/25

Sheet Name
STORM PLAN & PROFILE SOUTH

Sheet Number
EXHIBIT 1



SEE SHEET 1 OF 3 FOR CONTINUATION



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IMEG
2310 Crossroads Dr., Suite 3000
Madison, WI 53718
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IMEG
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Electrical Engineer
IMEG
2310 Crossroads Dr., Suite 3000
Madison, WI 53718
P. 608-223-9600

Key Plan

north
0 4 20 40
SCALE IN FEET

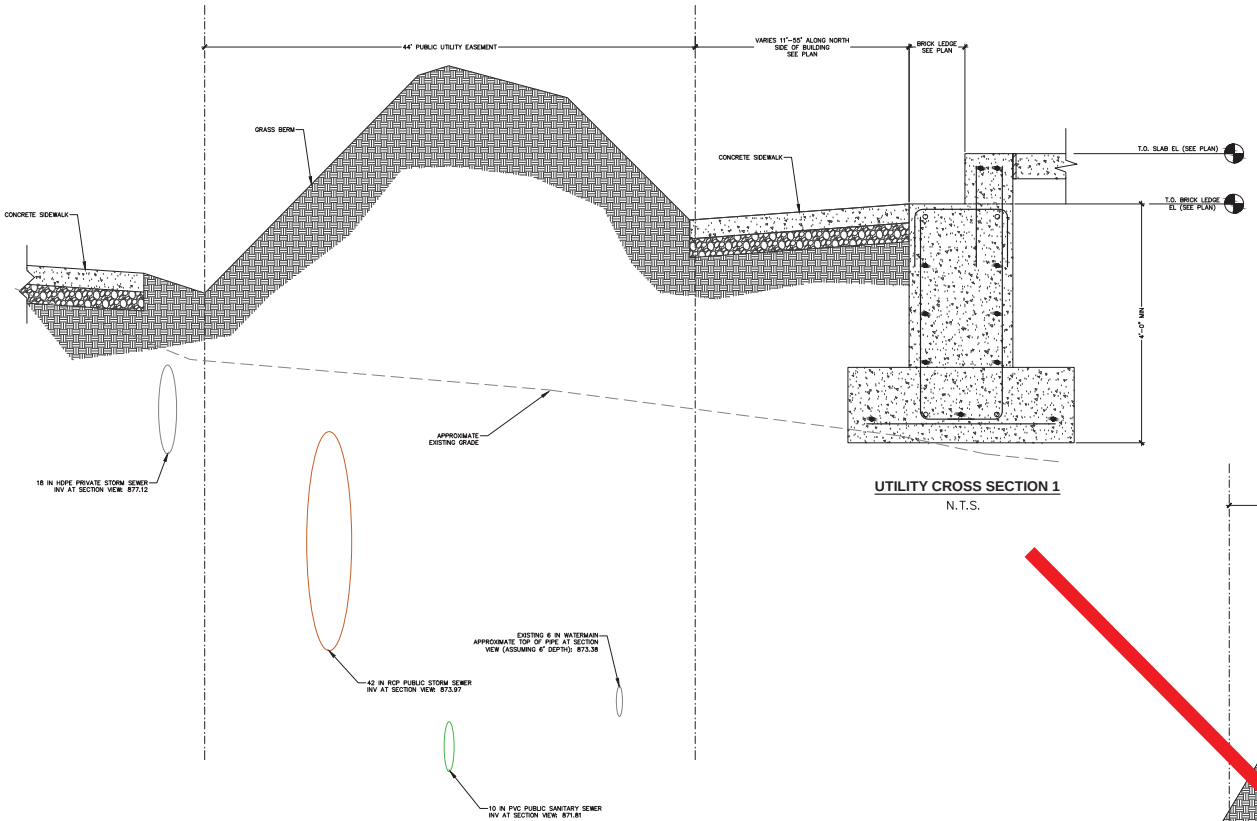
Revision	Description	Date

OPN Project No.
24654002

Sheet Issue Date
BID PKG 1 Bid Documents 12/02/25

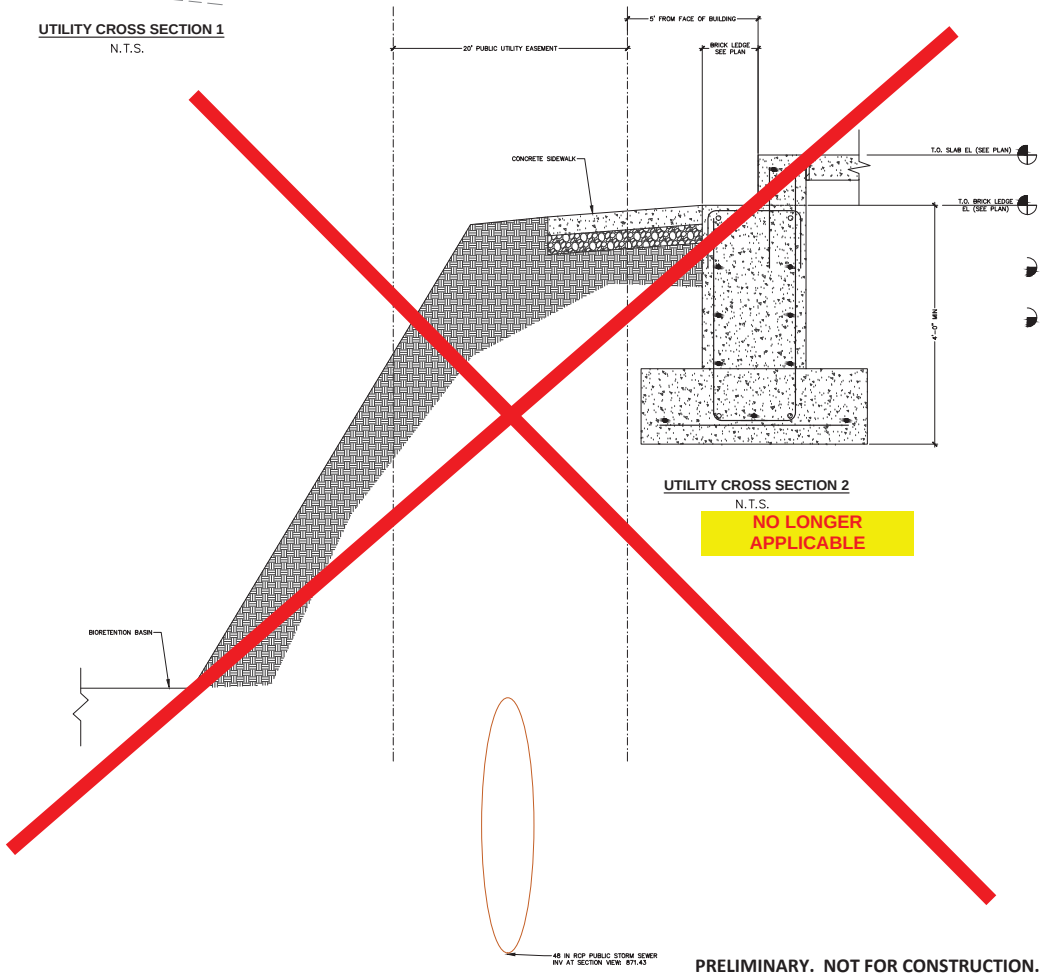
Sheet Name
STORM PLAN & PROFILE NORTH

Sheet Number
EXHIBIT 2



UTILITY CROSS SECTION 1

N.T.S.



UTILITY CROSS SECTION 2

N.T.S.

NO LONGER APPLICABLE

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301 N Broom St., Suite 100
Madison, WI 53703
P: 608-819-0260
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IMEG
2310 Crossroads Dr., Suite 3000
Madison, WI 53718
P. 608-223-9600

Key Plan

north
SCALE IN FEET
40' 0 40'

Revision Description Date

OPN Project No.
24654002

Sheet Issue Date
BID PKG 1 Bid Documents 12/02/25

Sheet Name
STORM CROSS SECTIONS

Sheet Number
EXHIBIT 3

C:\Projects\2024\24654002\CAD\Sheets\Exhibit3-EX4901 - PUBLIC Sheets For Review & Coordination.dwg Layout: STO-CROSS-SECTIONS User: courtney.cox Plotted: Dec 02, 2025 - 11:39am XrefS:

City of Madison

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Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91217

File ID:	91217	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 2026 Semi-Permanent Epoxy Pavement Marking.			**Final Action:**	

Title: Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 2026 Semi-Permanent Epoxy Pavement Marking. (Citywide)

Notes: Tim Stella

		CC Agenda Date:	01/13/2026
		Agenda Number:	56.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Tim Stella, Parks	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Robert Mulcahy	Delegated	
1	2	1/5/2026	Ryan Pennington	Delegated	
Notes:	Delegated: Out Of Office				
1	3	1/5/2026	Khadidiatou Dia	Delegated	
1	4	1/5/2026	Ryan Pennington	Approve	1/9/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	

Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025

1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass

Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91217

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for 2026 Semi-Permanent Epoxy Pavement Marking. The total estimated cost of the project is $190,000. Funding is available in the 2026 Traffic Engineering Adopted Operating Budget (Munis 45300-54410). No additional appropriation is required.

Title

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 2026 Semi-Permanent Epoxy Pavement Marking. (Citywide)

Body

BE IT RESOLVED,

1) That the plans and specifications for 2026 Semi-Permanent Epoxy Pavement Marking, be and are hereby approved.

2) That the Board of Public Works be and is hereby authorized to advertise and receive bids for said project.

3) That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91221

File ID:	91221	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Engineering Division
				File Created Date :	12/10/2025
File Name:	Approving plans and specifications for public improvements necessary for the project known as 656 Williamson Street and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-23-00502, Private Contract No. 9330			**Final Action:**	

Title: Approving plans and specifications for public improvements necessary for the project known as 656 Williamson Street and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-23-00502, Private Contract No. 9330 (District 6)

Notes: Gretchen Aviles Pineiro

		CC Agenda Date:	01/13/2026
		Agenda Number:	57.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9330 exhibit 2025.pdf	**Enactment Number:**	
Author:	Gretchen Aviles Pineiro, Enginnering	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/6/2026	Robert Mulcahy	Approve	1/1/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	12/10/2025	Refer	BOARD OF PUBLIC WORKS	12/17/2025	12/17/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 12/17/2025						
1	BOARD OF PUBLIC WORKS	12/17/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Ald. Lankella, seconded by Meisenheimer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91221

Fiscal Note

The proposed resolution authorizes plans and specifications for public improvements necessary for the project known as 656 Williamson Street and rescinds RES-23-00502 (Legistar #78655) passed July 25, 2023. No City Funds Required. Private Contract.

Title

Approving plans and specifications for public improvements necessary for the project known as 656 Williamson Street and authorizing construction to be undertaken by the Developer, and Rescinding Resolution RES-23-00502, Private Contract No. 9330 (District 6)

Body

WHEREAS, the developer, John Fontain, Inc., has received the City of Madison's conditional approval for a one-lot certified survey map, demolition permit to demolish a daycare center at 654 Williamson Street; and to allow the construction of a five-story, 53-unit, mixed-use building at 656 Williamson Street, and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances and the conditions of approval require the developer to install the public improvements necessary to serve the redevelopment, and,

WHEREAS, the developer received approval for the project on July 25, 2023 by Resolution RES-23-00502, File No. 78655; and,

WHEREAS, City Forestry has requested the removal of three additional street trees.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Mayor and City Clerk are hereby authorized and directed to execute a Contract For the Construction of Public Improvements that will be accepted by the City of Madison For 656 Willimason Street, with John Fontain, Inc.

2. That the plans and specifications for the public improvements necessary to serve the development are hereby approved.

3. That the developer is authorized to construct the public improvements in accordance with the terms of the Contract For the Construction of Public Improvements That Will be Accepted by the City of Madison at the sole cost of the developer, except as follows: NONE

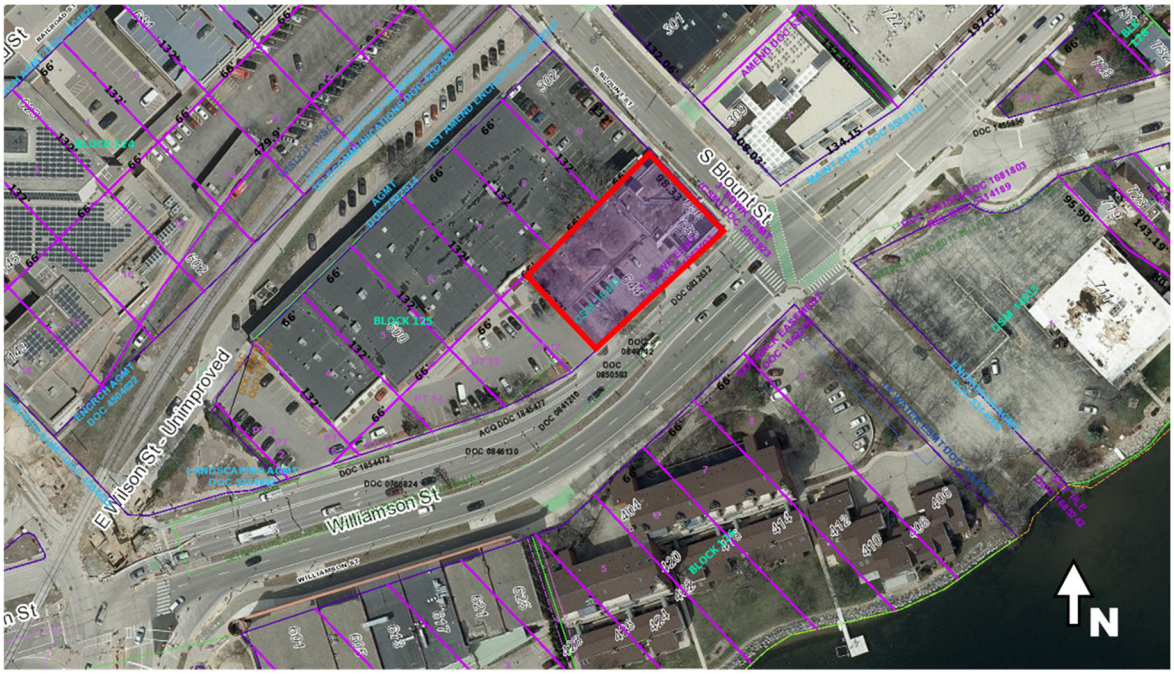
4. That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

5. The Common Council is approved to accept ownership of the improvements in the Maintenance Area if a maintenance agreement is executed and recorded as a condition of this contract.

6. The developer shall be permitted to assign this contract with the approval of the City Engineer, and in a form to be approved by the City Attorney.

7. The Resolution RES-23-00502, File No. 78655 is hereby rescinded.

656 Williamson Street
Contract 9330
MUNIS 14789
Developer: John Fontain, Inc.



The Developer, John Fontain, Inc., has received the City of Madison's conditional approval for a one-lot certified survey map, demolition permit to demolish a daycare center at 654 Williamson Street; and to allow the construction of a five-story, 53-unit, mixed-use building at 656 Williamson Street. Plans and specifications for public works improvements necessary for the project known as 656 Williamson Street and authorizing construction to be undertaken by the Developer was approved in July 25, 2023. City Forestry required 3 additional street tree removals. This resolution approves the plans and specifications for public improvements necessary for the project known as 656 Williamson Street, authorizing construction to be undertaken by the Developer and rescinding RES-23-00502, File No. 78655.

Summary of Improvements:

- Certified Survey Map to create one lot
- Demolition of existing building.
- Reconstruct public sidewalk, street terrace, curb and gutter, and pavement on Williamson Street and S Blount Street per plan approved by the City Engineer.
- Developer shall dedicate Right of Way or grant Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot wide terrace, and additional one (1) foot for maintenance along Williamson Street and S Blount Street.
- Close abandoned driveways with curb and gutter. Construct new private drive entrance aprons per plans approved by the City Engineering and per the Commercial Driveway Permit approved by the City Traffic Engineer.
- Temporary relocation of existing bus stop on Williamson St. to east side of S Blount Street on existing concrete terrace.
- Permanent bus pad on Williamson St adjacent to project.
- Submit earth retention system plans.
- Construct private storm, sanitary, and water laterals necessary to serve the private redevelopment project per plans approved by the City Engineer.
- Protect existing public streetlights, traffic signal, and fiber facilities in the project area. Coordinate with City Traffic Engineering and City IT on relocations needed to facilitate construction.
- Street tree removals per City Forestry:
    - Williamson Street
        - 20” ash tree (existing removal)
        - 2” coffee tree (new removal)
        - 2” hackberry tree (new removal)
    - Blount Street
        - 2” jack pear tree (existing removal)
        - 2” crabapple tree (new removal)
- Tree protection on remaining trees. Forestry to coordinate with developer landscaper for planting of new trees by developer.
- Coordinate project access, street closures, and street occupancy with other projects in the area and as approved by City Traffic Engineering.

GENERAL NOTES:

1. THE APPLICANT SHALL REPLACE ALL SIDEWALK AND CURB AND GUTTER THAT ABUTS THE PROPERTY THAT 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.

2. ALL WORK IN THE PUBLIC RIGHT OF WAY SHALL BE PERFORMED BY A CITY-LICENSED CONTRACTOR.

3. ALL DAMAGE TO THE PAVEMENT ON CITY STREETS, AND ADJACENT TO THIS DEVELOPMENT SHALL BE RESTORED IN ACCORDANCE WITH THE CITY OF MADISON'S PAVEMENT PATCHING CRITERIA.

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5. AS DEFINED BY THE SECTION 107.13 OF CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION: NO EXCAVATION IS PERMITTED WITHIN 5 FEET OF THE TRUNK OF THE STREET TREE OR WHEN CUTTING ROOTS OVER 3 INCHES IN DIAMETER. IF EXCAVATION IS NECESSARY, THE CONTRACTOR SHALL CONTACT MADISON CITY FORESTRY (266-4816) PRIOR TO EXCAVATION. CITY OF MADISON FORESTRY PERSONNEL SHALL ASSESS THE IMPACT TO THE TREE AND TO ITS ROOT SYSTEM PRIOR TO WORK COMMENCING. TREE PROTECTION SPECIFICATIONS CAN BE FOUND ON THE FOLLOWING WEBSITE: CITYOFMADISON.COM/BUSINESS/PW/SPECS.CFM

6. CONTRACTOR SHALL TAKE PRECAUTIONS DURING CONSTRUCTION TO NOT DISFIGURE, SCAR, OR IMPAIR THE HEALTH OF ANY STREET TREE. CONTRACTOR SHALL OPERATE EQUIPMENT IN A MANNER AS TO NOT DAMAGE THE BRANCHES OF THE STREET TREE(S). THIS MAY REQUIRE USING SMALLER EQUIPMENT AND LOADING AND UNLOADING MATERIALS IN A DESIGNATED SPACE AWAY FROM TREES ON THE CONSTRUCTION SITE. ANY DAMAGE OR INJURY TO EXISTING STREET TREES (EITHER ABOVE OR BELOW GROUND) SHALL BE REPORTED IMMEDIATELY TO CITY FORESTRY AT 266-4816. PENALTIES AND REMEDIATION SHALL BE REQUIRED.

7. SECTION 107.13(G) OF CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION ADDRESSES SOIL COMPACTION NEAR STREET TREES AND SHALL BE FOLLOWED BY CONTRACTOR. THE STORAGE OF PARKED VEHICLES, CONSTRUCTION EQUIPMENT, BUILDING MATERIALS, REFUSE, EXCAVATED SPOILS OR DUMPING OF POISONOUS MATERIALS ON OR AROUND TREES AND ROOTS WITHIN FIVE (5) FEET OF THE TREE OR WITHIN THE PROTECTION ZONE IS PROHIBITED.

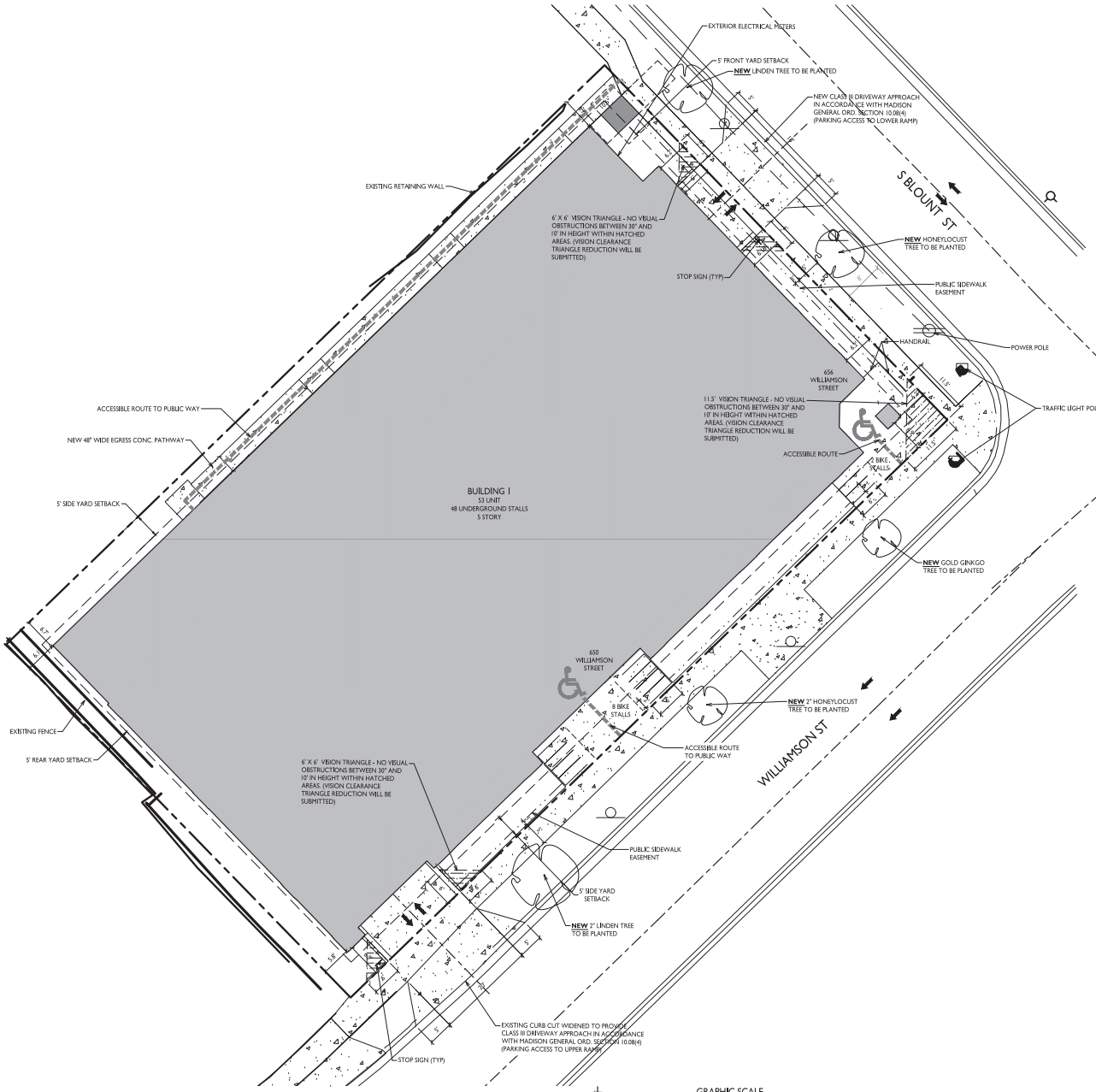
8. ON THIS PROJECT, STREET TREE PROTECTION ZONE FENCING IS REQUIRED. THE FENCING SHALL BE ERECTED BEFORE THE DEMOLITION, GRADING OR CONSTRUCTION BEGINS. THE FENCE SHALL INCLUDE THE ENTIRE WIDTH OF TERRACE AND, EXTEND AT LEAST 5 FEET ON BOTH SIDES OF THE OUTSIDE EDGE OF THE TREE TRUNK. DO NOT REMOVE THE FENCING TO ALLOW FOR DELIVERIES OR EQUIPMENT ACCESS THROUGH THE TREE PROTECTION ZONE.

9. STREET TREE PRUNING SHALL BE COORDINATED WITH MADISON FORESTRY AT A MINIMUM OF TWO WEEKS PRIOR TO THE START OF CONSTRUCTION FOR THIS PROJECT. ALL PRUNING SHALL FOLLOW THE AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI) A300 - PART 1 STANDARDS FOR PRUNING.

10. AT LEAST ONE WEEK PRIOR TO STREET TREE PLANTING, CONTRACTOR SHALL CONTACT CITY FORESTRY AT (608) 266-4816 TO SCHEDULE INSPECTION AND APPROVAL OF NURSERY TREE STOCK AND REVIEW PLANTING SPECIFICATIONS WITH THE LANDSCAPER.

11. APPROVAL OF PLANS FOR THIS PROJECT DOES NOT INCLUDE ANY APPROVAL TO PRUNE, REMOVE, OR PLANT TREES IN THE PUBLIC RIGHT-OF-WAY. PERMISSION FOR SUCH ACTIVITIES MUST BE OBTAINED FROM THE CITY FORESTER (266-4816).

12. THE PUBLIC RIGHT-OF-WAY IS THE SOLE JURISDICTION OF THE CITY OF MADISON AND IS SUBJECT TO CHANGE AT ANY TIME. NO ITEMS SHOWN ON THIS SITE PLAN IN THE RIGHT-OF-WAY ARE PERMANENT AND MAY NEED TO BE REMOVED AT THE APPLICANTS EXPENSE UPON NOTIFICATION BY THE CITY.



1 CA101 SITE PLAN
1" = 10'-0"

GRAPHIC SCALE
0 10 20 30
1 INCH = 10 FT (24X36 SHEET)

Site Development Data:		
Zoning	TE - Traditional Employment	
Densities:		
Lot Area	16,279 S.F./0.37 ACRES	
Dwelling Units	53 units	
Lot Area / D.U.	307 S.F./D.U.	
Density	143 units/Acre	
	PROVIDED	ZONING REQ'D
Lot Coverage	13,625 S.F. (83.6%)	85% Max.
Building Height	5 stories/67'-11"	5 Stories/68' Max.
Commercial Area	985 S.F.	
Dwelling Unit Mix:		
Studio	12	
One Bedroom	30	
Two Bedroom	11	
Total Dwelling Units	53	
Vehicle Parking Stalls:		
Underground Garage	48 (Includes 3 tandem stalls)	
Electric Vehicle Installed:	1	
Electric Vehicle Ready:	5	
Bicycle Parking:		
Long-Term Covered Garage	53	
Short-Term Guest - Surface	6	
Commercial - Surface	4	
Total	63	

BIKE RACKS

INTERIOR & EXTERIOR FLOOR MOUNTED: "INVERTED U" TYPE. MADRAX UX OR SARIS BIKE DOCK

INTERIOR WALL MOUNTED: MADRAX VERTICAL RACK OR SARIS BIKE TRACK

kba
knothe bruce ARCHITECTS
Phone: 608.836.3690
8401 Greenway Blvd., Suite 900
Middleton, WI 53562

ISSUED
Issued for Land Use Application- 08-16-2025
Issued for Early Start - July 08, 2025
Issued for Site Plan Review - October 01, 2025

PROJECT TITLE
656 Williamson St
Mixed Use Building

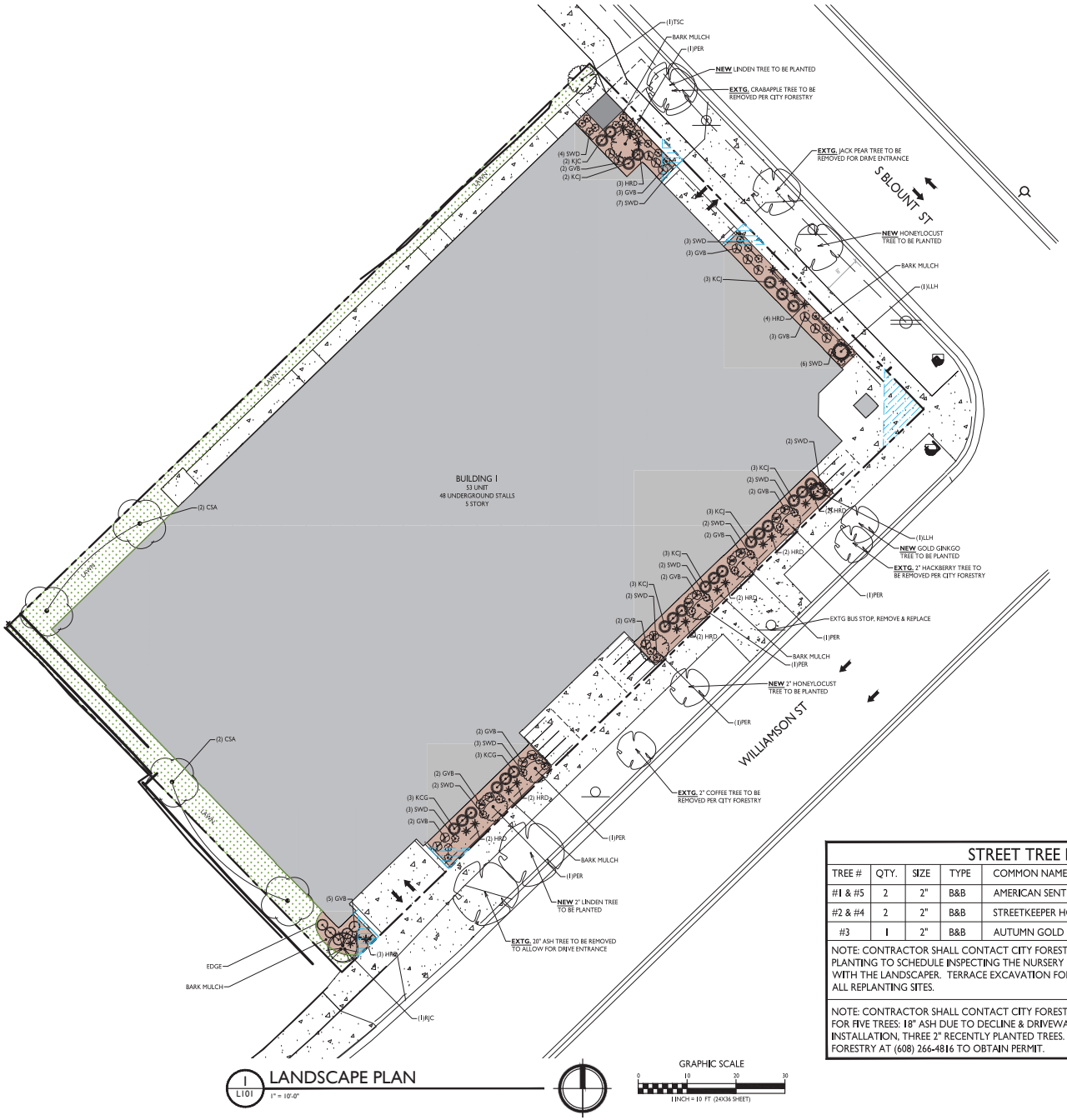
656 Williamson St,
Madison, WI

SHEET TITLE
Site Plan

SHEET NUMBER
CA101

PROJECT NO. 2215

© Knothe & Bruce Architects, LLC



1 L101 LANDSCAPE PLAN
1" = 10'-0"

GRAPHIC SCALE
0 10 20 30
1 INCH = 10 FT (24X36 SHEET)

STREET TREE PLANTING LIST

TREE #	QTY.	SIZE	TYPE	COMMON NAME	BOTANICAL NAME
#1 & #5	2	2"	B&B	AMERICAN SENTRY LINDEN	TILIA AMERICA 'MCKSENTRY'
#2 & #4	2	2"	B&B	STREETKEEPER HONEYLOCUST	GLEDITSIA TRIACANTHOS 'DRAVES'
#3	1	2"	B&B	AUTUMN GOLD GINKGO	GINKGO BILOBA 'AUTUMN GOLD'

NOTE: CONTRACTOR SHALL CONTACT CITY FORESTRY (608) 266-4816 AT LEAST ONE WEEK PRIOR TO PLANTING TO SCHEDULE INSPECTING THE NURSERY STOCK AND REVIEW PLANTING SPECIFICATIONS WITH THE LANDSCAPER. TERRACE EXCAVATION FOR NEW TREE PLANTINGS WILL BE INSTALLED WITH ALL REPLANTING SITES.

NOTE: CONTRACTOR SHALL CONTACT CITY FORESTRY (608) 266-4816 TO ISSUE A STREET TREE REMOVAL FOR FIVE TREES: 18" ASH DUE TO DECLINE & DRIVEWAY INSTALLATION, 2" PEAR FOR DRIVEWAY INSTALLATION, THREE 2" RECENTLY PLANTED TREES. THE CONTRACTOR SHALL CONTACT CITY FORESTRY AT (608) 266-4816 TO OBTAIN PERMIT.

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PROJECT TITLE
656 Williamson St
Mixed Use Building

656 Williamson St,
Madison, WI

SHEET TITLE
Landscape Plan

SHEET NUMBER
L101

PROJECT NO. 2215

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LANDSCAPE WORKSHEET
645 Williamson Street

Landscape Points Required

Developed Area =	1,506 SF
Landscape Points: 1,506/300 x 5 =	**25 points**
Total Landscape Points Required	**25 points**

Landscape Points Supplied

Existing canopy trees – 0 @ 35 =	0 points
Proposed canopy trees – 11 @ 35 =	385 points
Existing evergreen trees – 0 @ 35 =	0 points
Proposed evergreen trees – 0 @ 35 =	0 points
Existing ornamental trees - 0 @ 15 =	0 points
Proposed ornamental trees - 4 @ 15 =	60 points
Existing upright evergreen shrubs – 0 @ 10 =	0 points
Proposed upright evergreen shrubs – 0 @ 10 =	0 points
Existing deciduous shrubs – 0 @ 3 =	0 points
Proposed deciduous shrubs – 0 @ 3 =	0 points
Existing evergreen shrubs – 0 @ 4 =	0 points
Proposed evergreen shrubs – 55 @ 4 =	220 points
Existing perennials & grasses 0 @ 2 =	0 points
Proposed perennials & grasses 60 @ 2 =	120 points
Total landscape points supplied =	**785 points**

Lot Frontage Landscape Requried

(Section 28.142(5) Development Frontage Landscaping)

"One (1) over-story deciduous tree and five (5) shrubs shall be planted for each thirty (30) lineal feet of lotfrontage. Two (2) ornamental trees or two (2) evergreen trees may be used in place of one (1) over-story deciduous tree.'

Williamson Street & South Blount Street =	263.9 LF
Over story trees required 263.9'/30' =8.79	**9 trees**
Shrubs required (263.9'/30') x 5 = 43.98	**44 shrubs**
Over story trees supplied	**7 trees**
Ornamental/Evergreen trees supplied	**4 trees**
Shrubs suppled	**55 shrubs**

PLANT LIST
654 Williamson Street, Madison

KEY	SIZE	QUAN	COMMON NAME	Botanical Name	ROOT
		(11)	**Canopy Trees**		
CSA	2 ½"	4	Columnar Swedish Aspen	Populus Tremula 'Erecta"	BB
PER	2 ½"	7	Pyramidal English Oak	Quercus Robar "Fastigiata'	BB
		(4)	**Ornamental Trees**		
LLH	5'	2	Little Lime Hydrangea	Hydrangea Paniculata	BB
RJC	2"	1	Red Jade Crab	Malus 'Red Jade'	BB
TSC	2"	1	Tina Sargent Crab	Tina Malus Sargentii 'Tina'	BB
		(55)	**Evergreen Shrubs**		
GVB	18"	30	Green Velvet Boxwood	Buxus 'Green Velvet'	Con
KCJ	18"	25	Kallay Compact Juniper	Juniperus C 'Kallay's Compact'	Con
		(60)	**Perennials**		
HRO	1 G	22	Happy Returns Day Lily	Hemerocallis 'Happy Returns'	Con
SWD	1 G	38	Summer Wine Day Lily	Hemerocallis 'Summer Wine'	Con

NOTES:

1) Lawn areas to receive a minimum of 4" of topsoil, premium bluegrass seed mix, starter fertilizer, and straw mat mulch.
2) Planting becs to be mulched with shredded hardwood bark spread to a depth of 3".
3) Individual trees and shrub groupings in lawn areas to receive shredded hardwood bark mulch spread to a depth of 3"
4) Designated planting beds to be separated from lawn areas with 5" black vinyl bed edging.

GENERAL NOTES:

1. THE APPLICANT SHALL REPLACE ALL SIDEWALK AND CURB AND GUTTER THAT ABUTS THE PROPERTY THAT 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.

2. ALL WORK IN THE PUBLIC RIGHT OF WAY SHALL BE PERFORMED BY A CITY-LICENSED CONTRACTOR.

3. ALL DAMAGE TO THE PAVEMENT ON CITY STREETS, AND ADJACENT TO THIS DEVELOPMENT SHALL BE RESTORED IN ACCORDANCE WITH THE CITY OF MADISON'S PAVEMENT PATCHING CRITERIA.

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1 L102 LANDSCAPE NOTES

kba
knothe bruce ARCHITECTS
Phone: 608.836.3690
8401 Greenway Blvd., Suite 900
Middleton, WI 53562

ISSUED
Issued for Land Use Application- 06-16-2025
Issued for Early Start - July 08, 2025
Issued for Site Plan Review - October 01, 2025

PROJECT TITLE
656 Williamson St
Mixed Use Building

656 Williamson St,
Madison, WI

SHEET TITLE
Landscape Notes

SHEET NUMBER
L102

PROJECT NO. 2215

© Knothe & Bruce Architects, LLC

NOTES:

1. THE RIGHT-OF-WAY IS THE SOLE JURISDICTION OF THE CITY OF MADISON AND IS SUBJECT TO CHANGE AT ANY TIME PER THE RECOMMENDATION/PLAN OF TRAFFIC ENGINEERING AND CITY ENGINEERING DEPARTMENTS.
2. ALL WORK WITHIN THE CITY RIGHT-OF-WAY AND ALL PUBLIC IMPROVEMENTS TO SERVE THE PROJECT SHALL BE COMPLETED PER THE CITY OF MADISON ISSUED PLANS (CONTRACT 9330, PROJECT 14789).
3. STREET TREE PROTECTION ZONE FENCING IS REQUIRED. THE FENCING SHALL BE ERECTED BEFORE THE DEMOLITION, GRADING OR CONSTRUCTION BEGINS. THE FENCE SHALL INCLUDE THE ENTIRE WIDTH OF TERRACE AND, EXTEND AT LEAST 5 FEET ON BOTH SIDES OF THE OUTSIDE EDGE OF THE TREE TRUNK. DO NOT REMOVE THE FENCING TO ALLOW FOR DELIVERIES OR EQUIPMENT ACCESS THROUGH THE TREE PROTECTION ZONE.

10	STREET TREE UPDATES	11/20/25	BCA
9	UTILITY UPDATES	09/26/25	BCA
8	UPDATE CONSTRUCTION SCHEDULE	08/04/25	TJM
7	ISSUED FOR EARLY START	07/09/25	BCA
MARK	REVISION	DATE	BY

Engineer: BCA | Checked By: MLC | Scale: 1" = ##
Technician: GCB | Date: 02-13-23 | I-A-S: TTN-RRW-SS
Project No: 123.0184.30 | Sheet C200

656 WILLIAMSON STREET

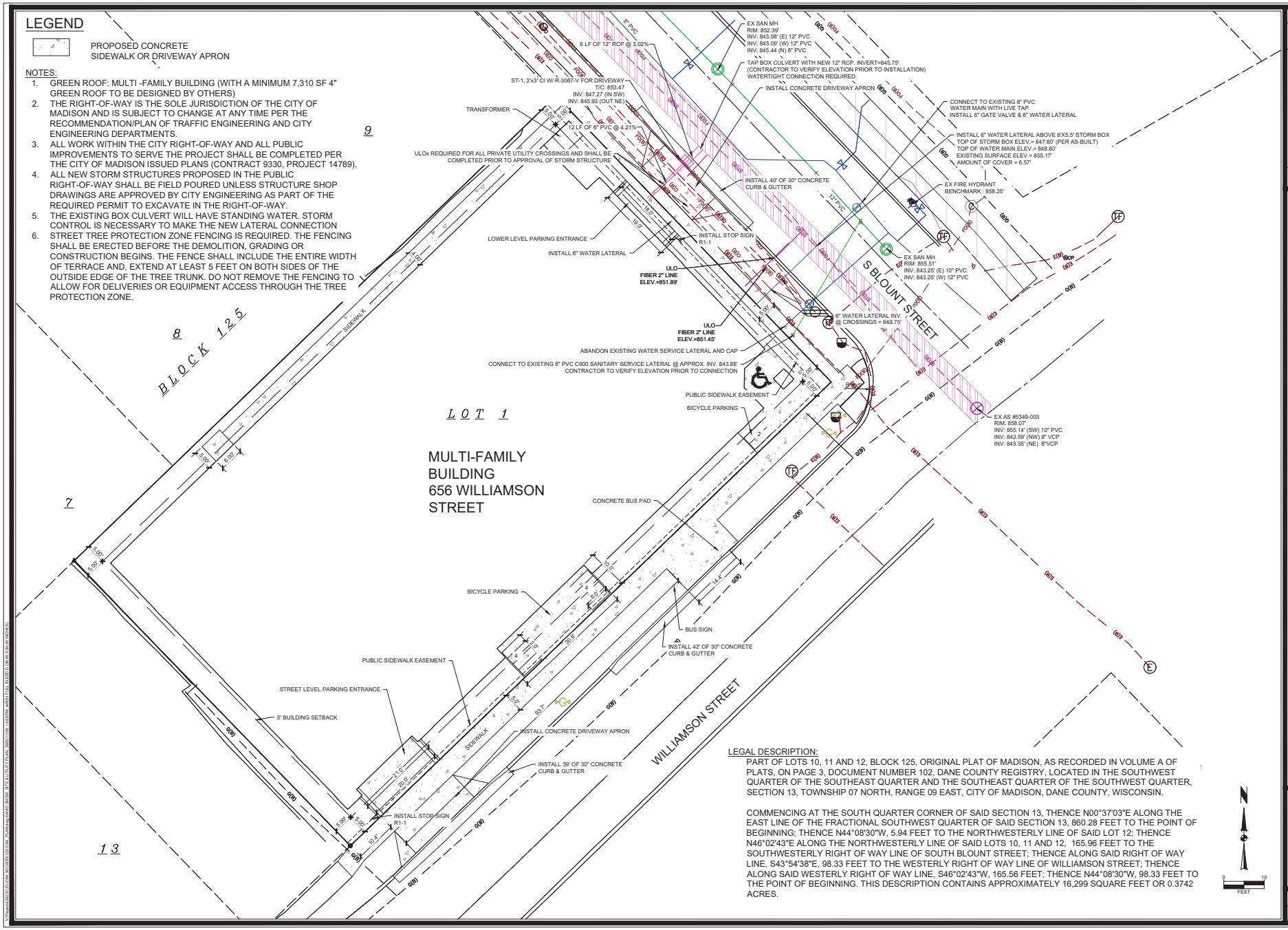
EXISTING SITE & DEMOLITION PLAN

CITY OF MADISON, DANE, WISCONSIN

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 123.0184.30
Sheet C200



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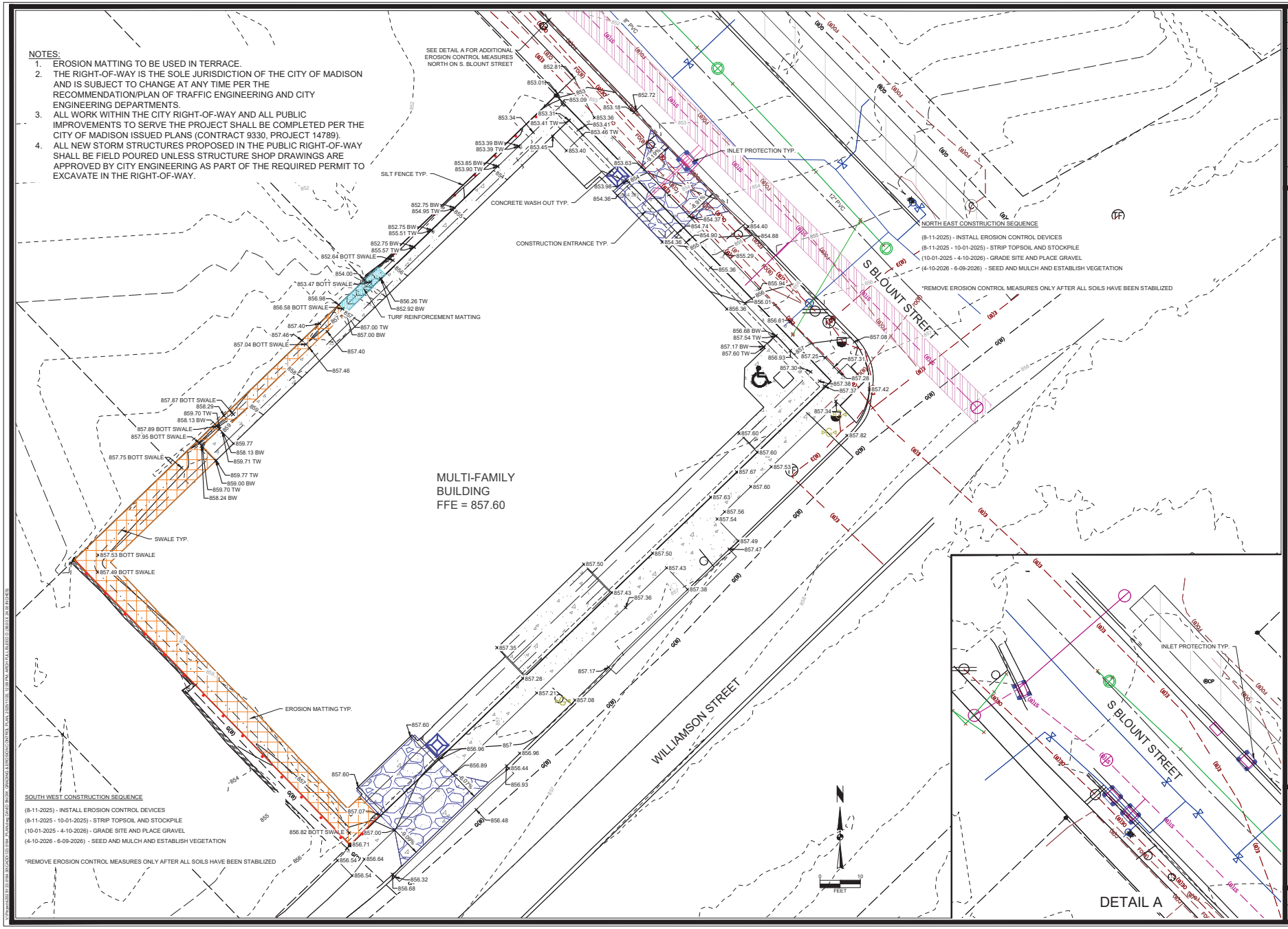
Engineer: BCA | Checked By: MLC | Scale: 1" = ##
Technician: GCB | Date: 02-13-23 | I-A-S: TTN-RRW-SS
Project No: 123.0184.30 | Sheet C300

656 WILLIAMSON STREET
SITE & UTILITY PLAN
CITY OF MADISON, DANE, WISCONSIN

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 123.0184.30
Sheet C300



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MARK	REVISION	DATE	BY

Engineer: BCA | Checked By: MLC | Scale: 1" = ##
Technician: GCB | Date: 02-13-23 | I-A-S: TTN--RRW-SS
Project No: 123.0184.30 | Sheet C400

656 WILLIAMSON STREET

GRADING & EROSION CONTROL PLAN

CITY OF MADISON, DANE, WISCONSIN

SNYDER & ASSOCIATES, INC.
5010 VOGES ROAD
MADISON, WISCONSIN 53718
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 123.0184.30
Sheet C400

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89079

File ID:	89079	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	07/08/2025
File Name:				**Final Action:**	

Title: Report of Operator License Applications January 13, 2026. See attached report for list of operators.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	58.
Sponsors:		**Effective Date:**	
Attachments:	New Operators	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	echristianson@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/08/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				

Action Text: This License was RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

Text of Legislative File 89079

Title

Report of Operator License Applications January 13, 2026. See attached report for list of operators.

Police Review - Submit to Council

Holder Name	License
ALVANOGLU, ESRA	LICOPR-2025-01098
BAUMANN, OLIVIA	LICOPR-2025-01100
black, melissa renee	LICOPR-2025-01055
BLANG, CARSON	LICOPR-2025-01088
Boppre, Abigail Elin	LICOPR-2025-01056
Christensen, Sophia M	LICOPR-2025-01081
Christoph, Adam M	LICOPR-2025-01079
CHRISTY, KAYLA	LICOPR-2025-01069
CLARK, KAYLIE R	LICOPR-2025-01109
Cordomi, Daniela	LICOPR-2025-01070
Delgado, Paulo	LICOPR-2025-01090
DeLisle, Nathan	LICOPR-2025-01101
Dixon, Jayson Gloan	LICOPR-2025-01092
ECKLES, JAMES	LICOPR-2025-01096
Espinosa, Carlos	LICOPR-2025-01054
Ferris, Julia	LICOPR-2025-01102
Ganser, Patricia M	LICOPR-2025-01058
GERBODE, NATHAN W K	LICOPR-2025-01077
Gventer, Grace	LICOPR-2025-01107
Hardy, Eleanor	LICOPR-2025-01071
HEITZINGER, ERIC	LICOPR-2025-01073
Kerr, Emma	LICOPR-2025-01066
Khuy, Unique	LICOPR-2025-01083
Kim, Kaimi	LICOPR-2025-01057
KORYNTA, SAMUEL	LICOPR-2025-01089
Kroning, Kelly Rae	LICOPR-2025-01068
Langer, Bryson	LICOPR-2025-01099
Lazar, Casey Keane	LICOPR-2025-01003
Lewellyn, Dylan	LICOPR-2025-01097
Maher, Alexandra	LICOPR-2025-01060
MARA, ELLIE	LICOPR-2025-01087
MARTIN, CHLOE	LICOPR-2025-01094
Meister, Cassandra Lee	LICOPR-2025-01049
MISCEVICH, NICOLETTE	LICOPR-2025-01093
Mortenson, Kacey	LICOPR-2025-01033
NEWBERRY, ALORA	LICOPR-2025-01095
Oppermann, Peyton K	LICOPR-2025-01064
PEREZ, MAURISA	LICOPR-2025-01078
Potter, Isabelle	LICOPR-2025-01063
PRINCE, ISAAC T	LICOPR-2025-01061
Reynolds, DaJuan D	LICOPR-2025-01050
RIEKE, ESTELLE	LICOPR-2025-01034
Ruhser, Emily	LICOPR-2025-01106
SANTANA GARCIA, RUBEN	LICOPR-2025-01105
schaefer, courtney	LICOPR-2025-01076
SULLIVAN, PATRICK W	LICOPR-2025-01091
turnbull, tifanie n	LICOPR-2025-01065
WILLIAMS, DILLON M	LICOPR-2025-01052

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91094

File ID:	91094	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	12/01/2025
File Name:				**Final Action:**	

Title: Designating City of Madison Polling Locations for the 2026 Spring Primary.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 59.

Sponsors: Satya V. Rhodes-Conway, Yannette Figueroa Cole, John W. Duncan, Tag Evers, Regina M. Vidaver, Bill Tishler, MGR Govindarajan, Will Ochowicz, Michael E. Verveer And John P. Guequierre

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: echristianson@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Robert Mulcahy	Approve	12/29/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/01/2025	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER				

Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

Text of Legislative File 91094

Fiscal Note

The City Clerk's 2026 Adopted Operating Budget includes funding to support four elections in

2026. No additional appropriation is required.

Title

Designating City of Madison Polling Locations for the 2026 Spring Primary.

Body

WHEREAS, the Common Council must establish polling locations at least 30 days before an election; and

WHEREAS, 108 facilities have generously agreed to open their doors to facilitate the democratic process on Election Day;

NOW, THEREFORE, BE IT RESOLVED, that the following locations are designated as polling places for the February 2026 Spring Primary:

Ward	Polling Location
1, 125	Westminster Senior Apartments, 6160 Dell Dr
2, 3	Fire Station #14, 3201 Dairy Dr
4	City Church, 4909 E Buckeye Rd
5, 6	Elvehjem Elementary School, 5106 Academy Dr
7, 121	Door Creek Park Shelter, 7035 Littlemore Dr
8, 123	Door Creek Church, 6602 Dominion Dr
9	Oak Park Place, 718 Jupiter Dr
10	Messiah Lutheran Church, 5202 Cottage Grove Rd
11	New Beginnings Church, 602 Acewood Blvd
12	Kennedy Elementary School, 221 Meadowlark Dr
13	Hy-Vee, 3801 E Washington Ave
14	LaFollette High School, 702 Pflaum Rd
15	Christ the Solid Rock Baptist/Lake Edge Lutheran, 4032 Monona Dr
16	Pinney Library, 516 Cottage Grove Rd
17	Whitehorse Middle School, 218 Schenk St
18	Hawthorne Library, 2707 E Washington Ave
19	Olbrich Gardens, 3330 Atwood Ave
20, 21	Nakoosa Trail Fleet Facility, 4151 Nakoosa Trail
22	Fire Station #11, 4011 Morgan Way
23	Oakwood Village Prairie Ridge, 5565 Tancho Dr
24, 133	Sandburg Elementary School, 4114 Donald Dr
25	Fraternal Order of Eagles #623, 2109 Bartillon Dr
26, 128	East Madison Community Center, 8 Straubel Ct
27	Hawthorne Elementary, 3344 Concord Ave
28	James Reeb Unitarian Universalist Congregation, 2146 E Johnson S
29	East High School, 2222 E Washington Ave
30	Tenney Park Pavilion, 402 N Thornton Ave
31	Door Creek Church - Northside, 1181 N Sherman Ave
32	Lakeview Library, 2845 N Sherman Ave
33, 122	Sherman Ave UMC, 3705 N Sherman Ave
34, 129	Black Hawk Middle School, 1402 Wyoming Way
35	TPC Wisconsin, 1659 Players Dr
36	Warner Park Community Recreation Center, 1625 Northport Dr
37	Lindbergh Elementary School, 4500 Kennedy Rd
38	Mendota Elementary School, 4002 School Rd
39, 131	Vera Court Neighborhood Center, 614 Vera Ct
40	Trinity Lutheran Church, 1904 Winnebago St
41	Lapham Elementary School, 1045 E Dayton St
42	O'Keeffe Middle School, 510 S Thornton Ave

43	Christ Presbyterian Church, 944 E Gorham St
44	Wil-Mar Neighborhood Center, 504 S Brearly St
45, 51, 126	Madison Municipal Building, 215 Martin Luther King Jr. Blvd
46	Gates of Heaven, 302 E Gorham St
47	Bethel Lutheran, 312 Wisconsin Ave
48	Lowell Center, 610 Langdon St
49	Hillel at the University of Wisconsin, 611 Langdon St
50	Chazen Museum of Art, 750 University Ave
52	Central Library, 201 W Mifflin St
53	Capitol Lakes, 333 W Main St
54	Madison Senior Center, 330 W Mifflin St
55	641 W Main St Apartments, 641 W Main St
56	Nicholas Recreation Center, 797 W Dayton St
57	Gordon Dining & Event Center, 770 W Dayton St
58	Smith Hall, 35 N Park St
59	Union South, 1308 W Dayton St
60	Memorial Union, 800 Langdon St
61	Holt Center, 1650 Kronshage Dr
62	Eagle Heights Community Center, 611 Eagle Hts
63	First Congregational Church, 1609 University Ave
64	Blessed Sacrament Church, 2115 Rowley Ave
65	West High School, 30 Ash St
66	First Baptist Church, 518 N Franklin Ave
67	Bethany UMC, 3910 Mineral Point Rd
68	Bayview Community Center, 103 La Mariposa Ln
69	St James Catholic School, 1204 St James Ct
70	Society of Friends (Quakers), 1704 Roberts Ct
71	Wingra School, 718 Gilmore St
72	Trinity United Methodist Church. 1123 Vilas Ave
73	Goodman Parks Maintenance, 1402 Wingra Creek Pkwy
74	Bridge-Lake Point Community Center, 1917 Lake Point Dr
75	Highland Manor Park Storm Shelter, 10 Manor Dr
76	Catholic Multicultural Center, 1862 Beld St
77	Village on Park, 2300 S Park St
78, 79	Leopold Elementary School, 2602 Post Rd
80	Thoreau Elementary School, 3870 Nakoma Rd
81	Boys and Girls Club, 4619 Jenewein Rd
82	Toki Middle School, 5606 Russett Rd
83	Good Shepherd Lutheran Church, 5701 Raymond Rd
84, 99	Meadowridge Library, 5726 Raymond Rd
85	Midvale Elementary School, 502 Caromar Dr
86	Sequoya Library, 4340 Tokay Blvd
87, 88	Covenant Presbyterian Church, 326 S Segoe Rd
89	Hamilton Middle School, 4801 Waukesha St
90	Stephens Elementary School, 120 S Rosa Rd
91, 92	Asbury Church, 6101 University Ave
93	John Muir Elementary, 6602 Inner Dr
94	Oakwood Village University Woods, 6205 Mineral Point Rd
95, 97, 130	Anana Elementary School, 6323 Woodington Way
96	Alicia Ashman Library, 733 N High Point Rd
98	Huegel Elementary, 2601 Prairie Rd
100	Urban League SW Employment Ctr, 1233 McKenna Blvd

101, 120	Elver Park Shelter, 1250 McKenna Blvd
102	Elver NC/WI Youth Company, 1201 McKenna
103	Chapel Valley Church, 3102 Prairie Rd
104	Verona Area School District Central Office - Fitchburg, 5375 King James Way
105, 106	Chavez Elementary School, 3502 Maple Grove Dr
107, 111, 124	Point of Grace Church, 7026 Raymond Rd
108	Timberlake Village Apts Cmmty Rm, 7425 Timberlake Trl
109, 114, 135	Blackhawk Church - 9620 Brader Way
110, 136	West Madison Ag Research Station, 8502 Mineral Point Rd
112, 113	Olson Elementary School, 801 Redan Dr
115	Lussier Community Education Ctr, 55 S Gammon Rd
116	High Point Church, 7702 Old Sauk Rd
117	Attic Angel Association, 640 Junction Rd
118, 134	Middleton Crossing, 9401 Old Sauk Rd
119	Middleton United Church of Christ, 645 Schewe Rd
127	UW Arboretum Visitor Center, 2880 Longenecker Dr
132	Badger Rock Middle School, 501 East Badger Road

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91352

File ID:	91352	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	12/29/2025
File Name:				**Final Action:**	

Title: Establishing in-person absentee voting locations for the 2026 Spring Primary and Election.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 60.

Sponsors: Satya V. Rhodes-Conway, John W. Duncan, Derek Field, Yannette Figueroa Cole, MGR Govindarajan, John P. Guequierre, Badri Lankella, Sabrina V. Madison, Davy Mayer, Bill Tishler, Michael E. Verveer And Regina M. Vidaver

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: bchang@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1		Robert Mulcahy		

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	01/06/2026	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER				

Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

Text of Legislative File 91352

Fiscal Note

The City Clerk's 2026 Operating Budget includes funding for the Spring Primary and Election. No additional appropriation is required.

Title
Establishing in-person absentee voting locations for the 2026 Spring Primary and Election.

Body
WHEREAS, exercising the right to vote is an essential component of a healthy democracy; and

WHEREAS, the goal of the Madison City Clerk's Office is that each eligible voter will be able to cast a ballot and have that ballot counted; and

WHEREAS, absentee ballots cast at in-person absentee voting sites are less likely than absentee ballots sent via mail to be rejected at the polls due to a missing voter signature, missing witness signature, or incomplete witness address; and

WHEREAS, it is inequitable to limit in-person absentee voting to Madison residents who are able to obtain transportation and pay for parking downtown; and

WHEREAS, in-person absentee voting can provide greater accessibility for voters who encounter barriers to voting by mail or voting at the polls on Election Day; and

WHEREAS, offering in-person absentee voting at multiple sites throughout the City may further racial equity for residents who have not historically been involved in the voting process;

NOW, THEREFORE, BE IT RESOLVED, that the City of Madison chooses to make in-person absentee voting more accessible and equitable by establishing multiple locations for in-person absentee voting; and

BE IT FURTHER RESOLVED that the following locations are designated as City of Madison in-person absentee voting sites for the 2026 Spring Primary and Election:

1. Alicia Ashman Library, 733 N High Point Rd

2. Badger Rock Neighborhood Center, 501 E Badger Rd

3. Boys & Girls Club - Allied, 4619 Jenewein Rd

4. Bridge - Lake Point - Waunona Neighborhood Center, 1917 Lake Point Dr

5. Catholic Multicultural Center, 1862 Beld St

6. Central Library, 201 W Mifflin St

7. Centro Hispano, 2403 Cypress Way

8. Christ the Solid Rock Baptist Church, 4032 Monona Dr.

9. Eagle Heights Community Center, 611 Eagle Heights Dr

10. East Madison Community Center, 8 Straubel Court

11. Edgewood University - The Commons, 1000 Edgewood College Dr

12. Elver Park Neighborhood Center, WI Youth Center, 1201 McKenna Blvd

13. Fountain of Life Church, 633 W Badger Rd

14. Freedom, Inc., 2110 Luann Ln

15. Global Market & Food Hall, 2161 Zeier Rd

16. Goodman South Madison Library, 2222 S Park St

17. Hawthorne Library, 2707 E Washington Ave

18. Hmong Institute, 4402 Femrite Dr

19. Lakeview Library, 2845 N Sherman Ave

20. Lussier Community Education Center, 55 S Gammon Rd

21. Madison College Goodman South Madison Campus, 2429 Perry St

22. Madison College Truax Campus, 1701 Wright

23. Madison Municipal Building, 215 Martin Luther King Jr Blvd

24. Meadowridge Library, 5726 Raymond Rd

25. Monroe Library, 1705 Monroe St.

26. Mt. Zion Baptist Church, 2019 Fisher St

27. Olbrich Gardens, 3330 Atwood Ave

28. Pinney Library, 516 Cottage Grove Rd

29. S S Morris Community AME Church, 3511 Milwaukee St

30. Sequoya Library, 4340 Tokay Blvd

31. Sherman Ave Church, 3705 N. Sherman Ave

32. Urban League Greater Madison, 2222 S Park St

33. Urban League Greater Madison, The Black Business Hub, 2352 S. Park St

34. UW - Madison, School of Human Ecology, 1300 Linden Dr

35. UW - Madison, School of Nursing, 701 Highland Ave

36. UW - Madison Chazen Museum, 800 University Ave

37. UW- Madison, Memorial Union, 800 Langdon St

38. UW - Madison, Union South, 3108 W. Dayton St

39. Warner Park Community Recreation Center, 1625 Northport Dr

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 91103

File ID: 91103 **File Type:** Ordinance **Status:** Unfinished Business

Version: 1 **Reference:** **Controlling Body:** COMMON COUNCIL EXECUTIVE COMMITTEE

File Created Date : 12/02/2025

File Name: JCAC Composition & Duties **Final Action:**

Title: Amending Section 33.32 of the Madison General Ordinances related to the Joint Campus Area Committee to modify the composition and duties of the JCAC.

Notes: 7018CompDutiesJCAC

CC Agenda Date: 01/13/2026

Agenda Number: 61.

Sponsors: MGR Govindarajan **Effective Date:**

Attachments: 91103 Body **Enactment Number:**

Author: Michael Haas **Hearing Date:**

Entered by: mglaeser@cityofmadison.com **Published Date:**

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/9/2025	Michael Haas	Approved as to Form	12/22/2025
1	2	12/10/2025	Khadidiatou Dia	Approve	12/29/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	12/02/2025	Referred for Introduction				
	Action Text: This Ordinance was Referred for Introduction						
	Notes: Common Council Executive Committee (1/13/26), Joint Campus Area Committee (12/11/25), Common Council (1/13/26)						
1	COMMON COUNCIL	12/09/2025	Referred	COMMON COUNCIL EXECUTIVE COMMITTEE			
	Action Text: This Ordinance was Referred to the COMMON COUNCIL EXECUTIVE COMMITTEE						
	Notes: Additional referral to Joint Campus Area Committee						

1	COMMON COUNCIL EXECUTIVE COMMITTEE	12/09/2025	Referred	JOINT CAMPUS AREA COMMITTEE	12/11/2025	
	Action Text:	This Ordinance was Referred to the JOINT CAMPUS AREA COMMITTEE				
1	JOINT CAMPUS AREA COMMITTEE	12/11/2025	Return to Lead with the Recommendation for Approval	COMMON COUNCIL EXECUTIVE COMMITTEE	01/13/2026	Pass
	Action Text:	A motion was made by Phair, seconded by Webber, to Return to Lead with the Recommendation for Approval to the COMMON COUNCIL. The motion passed by voice vote/other, with Czynszak-Lyne abstaining.				

Text of Legislative File 91103

Fiscal Note

No City appropriation required.

Title

Amending Section 33.32 of the Madison General Ordinances related to the Joint Campus Area Committee to modify the composition and duties of the JCAC.

Body

DRAFTER'S ANALYSIS: This ordinance makes several changes to the composition and duties of the Joint Campus Area Committee. The ordinance designates two of the alder members of the Committee as non-voting members and updates language due to the creation of the Transportation Commission. The ordinance also clarifies language regarding the Committee's role in evaluating the impact of development projects on UW-Madison and the area of jurisdiction for the Committee.

****

Please see Legistar File No. 91103 Body in Attachments.

Legistar File No. 91103 Body

DRAFTER'S ANALYSIS: This ordinance makes several changes to the composition and duties of the Joint Campus Area Committee. The ordinance designates two of the alder members of the Committee as non-voting members and updates language due to the creation of the Transportation Commission. The ordinance also clarifies language regarding the Committee's role in evaluating the impact of development projects on UW-Madison and the area of jurisdiction for the Committee.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Section 33.32 entitled "Joint Campus Area Committee" of the Madison General Ordinances is amended as follows:

"**33.32 JOINT CAMPUS AREA COMMITTEE.**

(1) Creation. There is hereby created a Joint Campus Area Committee consisting of twenty-two (22) twenty (20) voting members and two (2) non-voting members.

(2) Composition.

(a) The following members shall be appointed by the City of Madison: Common Council members representing Districts ~~2,~~ 4, 5, and 8 as voting members, and Districts 2 and 13 as non-voting members; one (1) resident representative each from the Greenbush, Vilas, and Regent ~~neighborhoods~~ neighborhood associations; one (1) resident representative from Capitol Neighborhoods; one (1) member of the Campus Area Neighborhood Association; one (1) member of the Plan Commission; and one (1) member of ~~a transportation-related City committee~~ the Transportation Commission. The Plan Commission member, ~~transportation-related committee~~ Transportation Commission, and each neighborhood resident representative shall be appointed by the Mayor subject to confirmation by the Common Council.

(b) The following members shall be appointed by the UW-Madison: one (1) designee of the Chancellor; one (1) representative from Facilities Planning and Management; one (1) representative from Transportation Services; one (1) representative from the Athletic Department; one (1) representative from University Housing; and one (1) representative from the School of Medicine and Public Health.

(c) Associated Students of Madison shall appoint one (1) representative.

(d) UW Hospital and Clinics shall appoint one (1) representative.

(e) The Shorewood Hills Village Board President shall appoint two (2) representatives.

(3) Terms of Appointees.

(a) Common Council members shall serve for as long as they represent their district;

(b) Neighborhood resident representatives shall serve for three (3) years and may be reappointed;

(c) Plan Commission and ~~transportation-related committee~~ Transportation Commission appointees shall serve for as long as they are a member of the respective commission or committee they represent;

(d) All other members shall serve at the pleasure of the appointing body.

(4) Committee Representative on UW-Madison Design Review Board (DRB). One City of Madison appointee unaffiliated with the UW-Madison shall be appointed to the DRB

established by the University of Wisconsin-Madison Campus Master Plan adopted by City ordinance ORD-17-00074 to meet the standards established under Section 28.097.

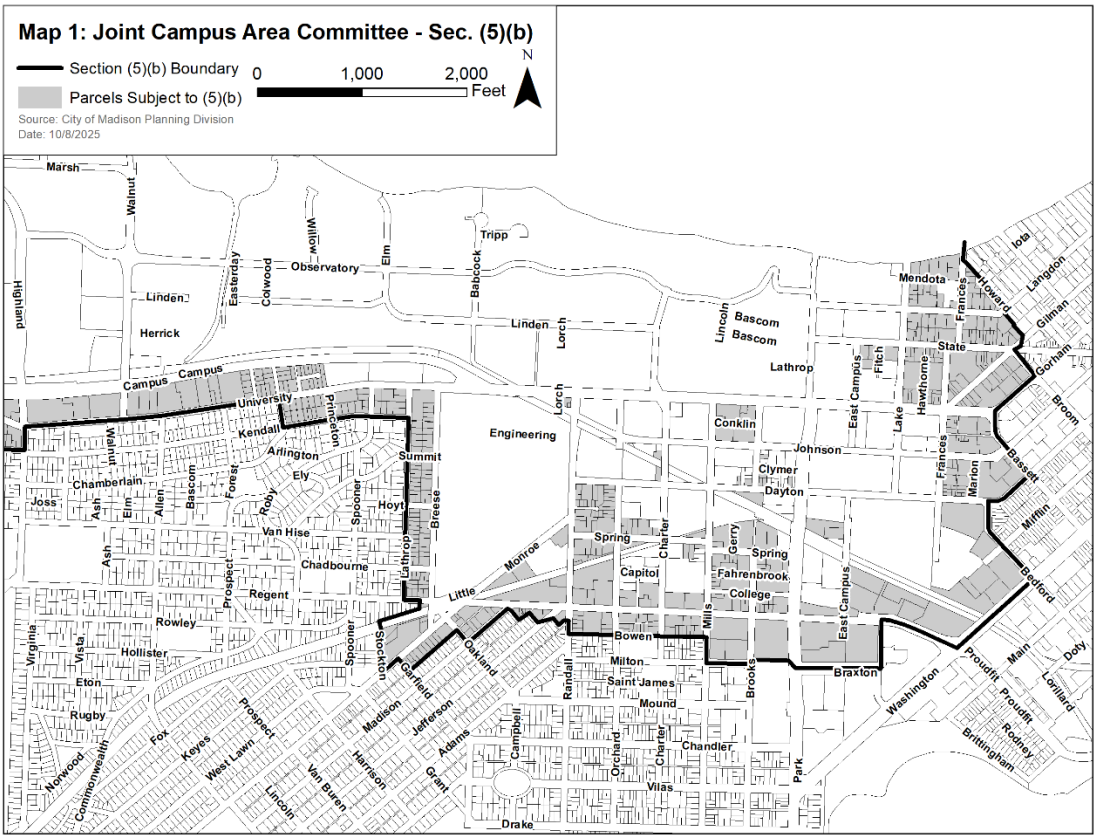
(5) Powers and Duties. The Committee shall:

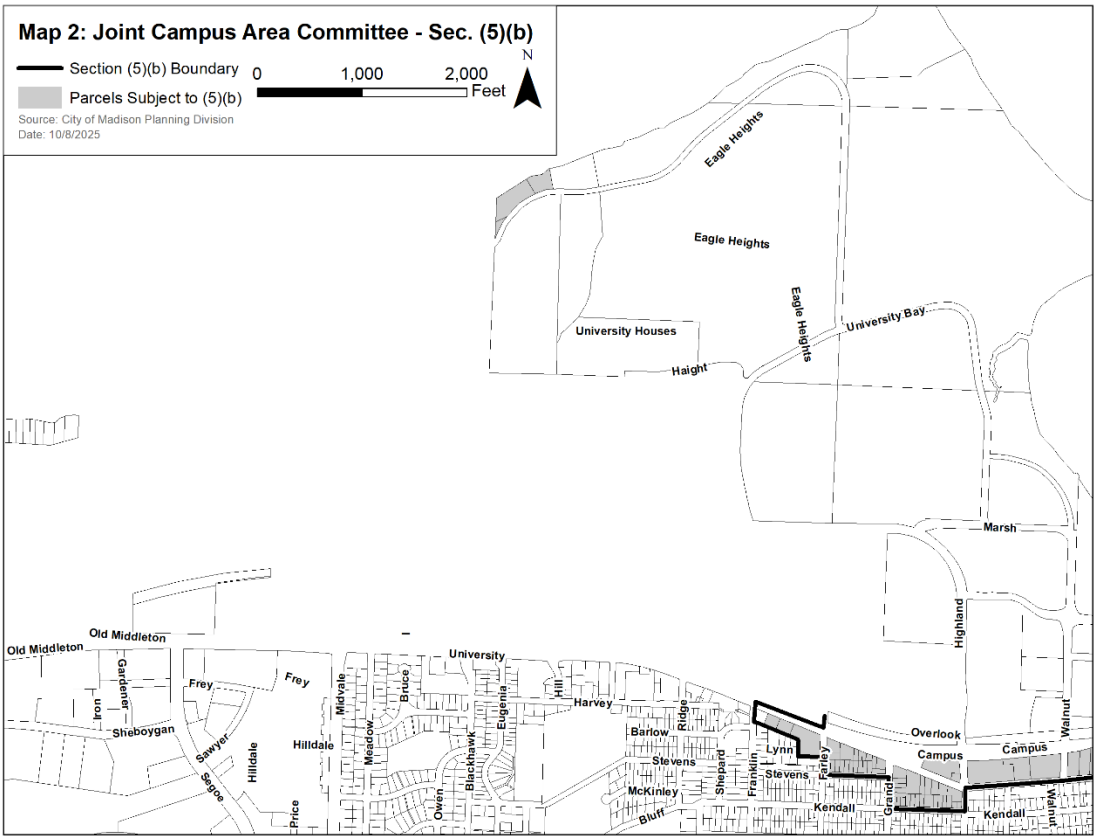
(a) Provide feedback on UW-Madison projects to the DRB established under the UW-Madison Campus Master Plan at approximately the thirty-five percent (35%) and sixty percent (60) percent stages of the project planning/design process for projects within Campus-Institutional (CI) zoned areas. Other informational presentations may be made to the Committee at other stages of project development.

(b) Identify, discuss, and summarize community-wide and neighborhood impact of UW Madison infrastructure and development projects~~,~~ and the impacts to UW Madison from city/village-initiated infrastructure and development projects~~,~~ and private sector development projects, inside the campus boundary and within a ~~quarter mile of the campus boundary~~ mapped boundary near campus, per the map below. When relevant, make recommendations on whether a project should be approved and/or recommend strategies to mitigate negative impacts to applicable City, Village, or UW-Madison committee(s), commission(s), or other governing bodies.

(c) Summarize city/village, UW-Madison, and neighborhood comments concerning current and planned pedestrian networks, bicycle routes, vehicular traffic, traffic analyses, parking, and transit service within the mapped boundary, per the map below, and provide those comments to relevant governmental bodies.

(d) Review and provide comments to the appropriate City of Madison or Village of Shorewood Hills committee(s)/commission(s) on development projects, rezoning requests, and Planned Development alterations that are inside the UW-Madison Campus boundary but not covered under Campus-Institutional zoning.


Map 1: Joint Campus Area Committee - Sec. (5)(b)
Section (5)(b) Boundary
Parcels Subject to (5)(b)
0
1,000
2,000
Feet
N
Source: City of Madison Planning Division
Date: 10/8/2025
Marsh
Walnut
Tripp
Observatory
Elm
Babcock
Linden
Herrick
Highland
Easterday
Colwood
Willow
Lorch
Lincoln
Bascom
Lathrop
Mendota
Howard
Langdon
Gilman
Gorham
State
Campus
University
Kendall
Princeton
Arlington
Summit
Engineering
Conklin
East Campus
Fitch
Hawthorne
Lake
Johnson
Clymer
Dayton
Frances
Marion
Bassett
Broom
Mifflin
Bedford
Chamberlain
Joss
Ash
Elm
Allen
Forest
Ely
Roby
Spooner
Hoyt
Breese
Van Hise
Chadbourne
Lathrop
Monroe
Spring
Charter
Gerry
Capitol
Fahrenbrook
College
Mills
Little
Regent
Prospect
Rowley
Virginia
Vista
Hollister
Eton
Rugby
Fox
Keyes
West Lawn
Norwood
Commonwealth
Madison
Jefferson
Adams
Harrison
Van Buren
Lincoln
Grant
Drake
Campbell
Randall
Oakland
Stoughton
Garfield
Bowen
Milton
Saint James
Mound
Orchard
Chandler
Vilas
Park
Brooks
Braxton
Washington
Proudfit
Main
Doty
Lorillard
Rodney
Brittingham


Map 2: Joint Campus Area Committee - Sec. (5)(b)
Section (5)(b) Boundary
Parcels Subject to (5)(b)
0
1,000
2,000
Feet
N
Source: City of Madison Planning Division
Date: 10/8/2025
Eagle Heights
University Houses
Haight
University Bay
Marsh
Highland
Old Middleton
University
Frey
Midvale
Bruce
Hill
Harvey
Eugenia
Sheboygan
Garaboneau
Iron
Sawyer
Hilldale
Meadow
Blackhawk
Owen
Barlow
Ridge
Stevens
Shepard
Franklin
Lynn
Farley
Overlook
Campus
Walnut
McKinley
Bluff
Kendall
Grand
Price
Segoe

"

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 91138

File ID:	91138	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	12/04/2025
File Name:	CSM Re-Approval - 1412 Pflaum Rd			**Final Action:**	

Title: Re-Approving a Certified Survey Map of property owned by E & K Land, LLC located at 1412 Pflaum Road (District 15).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 62.

Sponsors: Planning Division

Effective Date:

Attachments: 1412 Pflaum Rd CSM.pdf, Conditional Approval Letter 09-19-23.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: cpunt@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/4/2025	Maggie McClain	Approve	12/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Planning and Community and Economic Development	12/04/2025	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER				

Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

Notes: Staff recommends re-approval of the proposed CSM subject to the conditions in the September 19, 2023 approval letter.

Text of Legislative File 91138

Fiscal Note
No City appropriation is required with the re-approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.
Title
Re-Approving a Certified Survey Map of property owned by E & K Land, LLC located at 1412 Pflaum Road (District 15).

Body
WHEREAS a Certified Survey Map of property owned by E & K Land, LLC located at 1412 Pflaum Road, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS the Common Council previously approved this Certified Survey Map by Resolution 23-00605 (ID 79335) on October 3, 2023; and

WHEREAS the Common Council previously re-approved this Certified Survey Map by Resolution 24-00618 (ID 85554) on October 29, 2024; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

WHEREAS Wis. Stat. 236.34(2)(b) requires that a Certified Survey Map be offered for recording within twelve (12) months of the approval of same;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby re-approved by the Madison Common Council subject to the prior conditions of approval.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

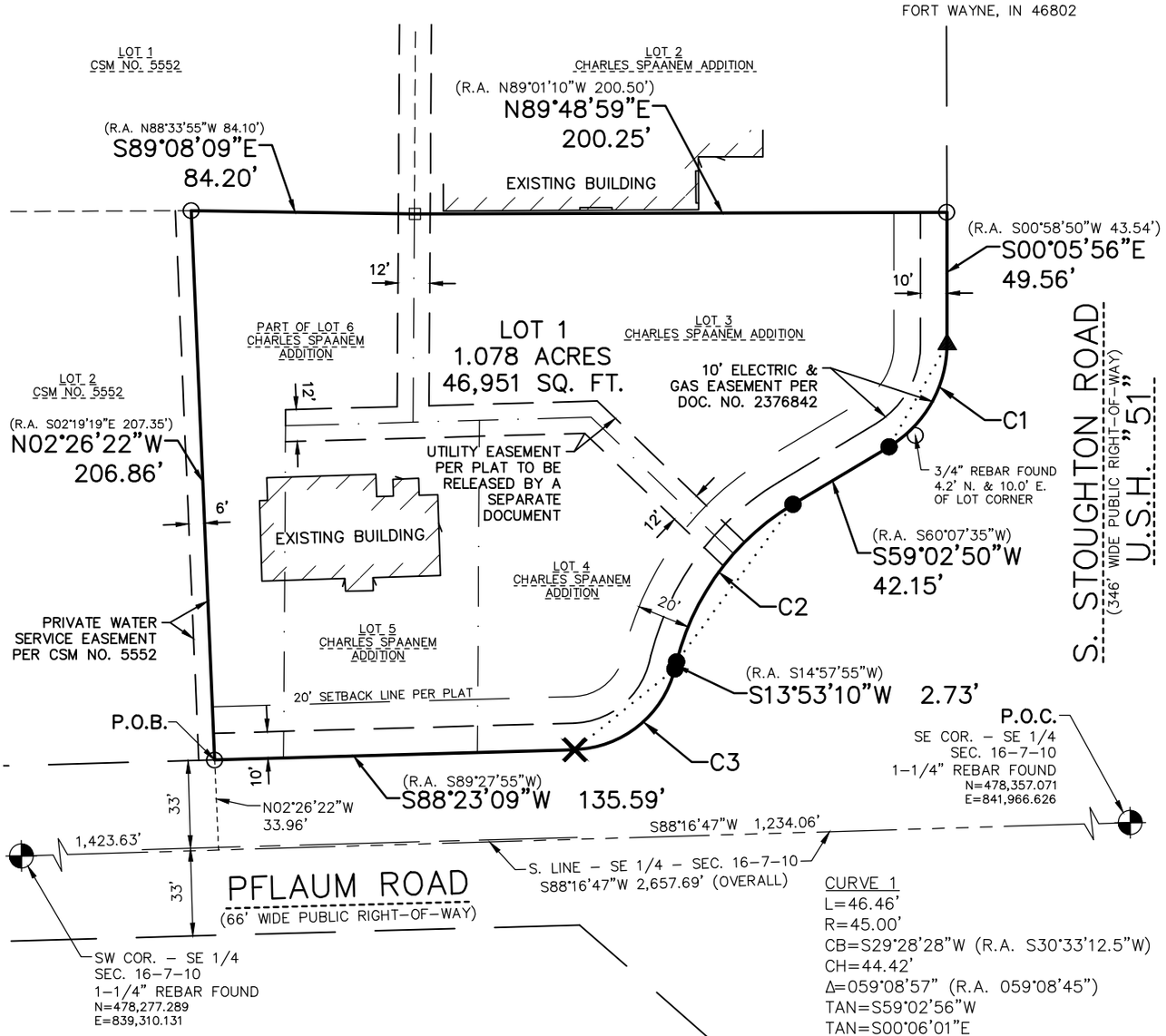
CERTIFIED SURVEY MAP NO. _____

FOR

CARLYSLE PARTNERS, LLC

LOTS 3, 4 & 5 AND PART OF LOT 6,
CHARLES SPAANEM ADDITION, LOCATED IN PART OF
THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4,
SECTION 16, TOWNSHIP 7 NORTH, RANGE 10 EAST,
CITY OF MADISON, DANE COUNTY, WISCONSIN.

OWNER:
CARLYSLE PARTNERS, LLC
215 EAST BERRY STREET
FORT WAYNE, IN 46802



CURVE 1
L=46.46'
R=45.00'
CB=S29°28'28"W (R.A. S30°33'12.5"W)
CH=44.42'
Δ=059°08'57" (R.A. 059°08'45")
TAN=S59°02'56"W
TAN=S00°06'01"E

CURVE 2
L=75.66'
R=96.00'
CB=S36°28'00"W (R.A. S37°32'45"W)
CH=73.72'
Δ=045°09'29" (R.A. 045°09'40")
TAN=S59°02'45"W
TAN=S13°53'16"W

CURVE 3
L=52.01'
R=40.00'
CB=S51°08'10"W (R.A. S52°12'55"W)
CH=48.42'
Δ=074°29'37" (R.A. 074°30'00")
TAN=S88°22'59"W
TAN=S13°53'22"W

LEGEND

- ● – 3/4" x 18" REBAR SET WEIGHING 1.50 LBS/FT.
- ✕ – CUT "X" SET
- ▲ – 1" IRON PIPE FOUND
- ○ – 3/4" REBAR FOUND
- △ – RAILROAD SPIKE FOUND
- ⊡ – MAG NAIL FOUND
- ⊕ – SECTION CORNER MONUMENT FOUND
- (R.A.) "RECORDED AS" INFORMATION

NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY. THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SECTION 16 HAS A BEARING OF SOUTH 88°-16'-47" WEST.

NORTH

60' 0 60' 120'

1"= 60'

SCALE FEET

SHEET 1 OF 4 SHEETS

EXCEL
ARCHITECTS • ENGINEERS • SURVEYORS
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Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com
JOB NO. 230005500

CERTIFIED SURVEY MAP NO. _____

LOTS 3, 4 & 5 AND PART OF LOT 6,
CHARLES SPAANEM ADDITION, LOCATED IN PART OF
THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4,
SECTION 16, TOWNSHIP 7 NORTH, RANGE 10 EAST,
CITY OF MADISON, DANE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Ryan Wilgreen, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped a parcel of land described below.

That I have made such Certified Survey under the direction of Carlysle Partners, LLC bounded and described as follows:

Lots 3, 4 and 5 and part of Lot 6 of Charles Spaanem Addition, recorded in Volume 27 on Page 50 in the Dane County Register of Deeds Office as Document No. 1097568, being part of the Southeast 1/4 of the Southeast 1/4 of Section 16, Township 7 North, Range 10 East, City of Madison, Dane County, Wisconsin being more particularly described as follows:

Commencing at the Southeast corner of the Southeast 1/4 of said Section 16; thence South 88°-16'-47" West along the South line of said Southeast 1/4, a distance of 1,234.06 feet; thence North 02°-26'-22" West, a distance of 33.96 feet to the North right-of-way line of Pflaum Road, said point being the point of beginning; thence continuing North 02°-26'-22" West along the East line of Lot 2 of Certified Survey Map No. 5552, recorded in Volume 25 on Pages 207/208 in the Dane County Register of Deeds Office as Document No. 2084729, a distance of 206.86 feet to the South line of Lot 1 of said Certified Survey Map; thence South 89°-08'-09" East along said South line, a distance of 84.20 feet to the Northwest corner of said Lot 3; thence North 89°-48'-59" East along the North line of said Lot 3, a distance of 200.25 feet to the Westerly right-of-way line of S. Stoughton Road; thence South 00°-05'-56" East along said Westerly line, a distance of 49.56 feet; thence Southwesterly 46.46 feet along said Westerly line on a curve to the right having a radius of 45.00 feet, the chord of said curve bears South 29°-28'-28" West, a chord distance of 44.42 feet; thence South 59°-02'-50" West along said Westerly line, a distance of 42.15 feet; thence Southwesterly 75.66 feet along said Westerly line on a curve to the left having a radius of 96.00 feet, the chord of said curve bears South 36°-28'-00" West, a chord distance of 73.72 feet; thence South 13°-53'-10" West along said Westerly line, a distance of 2.73 feet; thence Southwesterly 52.01 feet along said Westerly line on a curve to the right having a radius of 40.00 feet, the chord of said curve bears South 51°-08'-10" West, a chord distance of 48.42 feet to the North right-of-way line of Pflaum Road; thence South 88°-23'-09" West along said North line, a distance of 135.59 feet to the point of beginning and containing 1.078 acres (46,951 sq. ft.) of land more or less.

That such is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the Subdivision Ordinance of the City of Madison in surveying, dividing and mapping the same.

_____

Ryan Wilgreen, P.L.S. No. S-2647
ryan.w@excelengineer.com
Excel Engineering, Inc.
Fond du Lac, Wisconsin 54935
Project Number: 230005500

CERTIFIED SURVEY MAP NO. _____

LOTS 3, 4 & 5 AND PART OF LOT 6,
CHARLES SPAANEM ADDITION, LOCATED IN PART OF
THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4,
SECTION 16, TOWNSHIP 7 NORTH, RANGE 10 EAST,
CITY OF MADISON, DANE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

Carlysle Partners, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Indiana, as owner, does hereby certify that said limited liability company caused the land described on this map to be surveyed, divided and mapped as represented on this map.

Carlysle Partners, LLC does further certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

1. City of Madison

WITNESS the hand and seal of said owner this _____ day of _____, 20__.

Carlysle Partners, LLC

_____

_____, _____
(Print) (Title)

STATE OF _____)

_____COUNTY)SS

Personally, came before me this _____ day of _____, 20___, the above named

_____ to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____

Notary Public, _____ County, ____

My Commission Expires:_____

CERTIFIED SURVEY MAP NO. _____

LOTS 3, 4 & 5 AND PART OF LOT 6,
CHARLES SPAANEM ADDITION, LOCATED IN PART OF
THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4,
SECTION 16, TOWNSHIP 7 NORTH, RANGE 10 EAST,
CITY OF MADISON, DANE COUNTY, WISCONSIN.

CITY OF MADISON PLAN COMMISSION CERTIFICATE

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

By: _____ Date: _____
, Secretary of the Plan Commission

CITY OF MADISON COMMON COUNCIL CERTIFICATE

Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number _____, File ID Number _____, adopted on the ____ day of _____, 2023.

Dated this ___ day of _____, 2023

_____
Maribeth L. Witzel-Behl, City Clerk
City of Madison, Dane County Wisconsin

REGISTER OF DEEDS CERTIFICATE

Received for recording on _____, 20___ at ___o'clock __M, and recorded in Vol. ___ of CSMs on page(s) _____, Document No. _____.

_____
Kristi Chlebowski, Register of Deeds

Department of Planning & Community & Economic Development
Planning Division
Heather Stouder, Director
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd
P.O. Box 2985
Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

September 19, 2023

Ryan Wilgreen, PLS
Excel Engineering, Inc.
100 Camelot Drive

RE: LNDCSM-2023-00022; Legistar ID 79335 – Certified Survey Map – 1412 Pflaum Road

Dear Ryan Wilgreen:

Your one-lot certified survey of property located at 1412 Pflaum Road, Section 16, Township 07N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned CC-T (Commercial Corridor - Transitional district). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following five (5) items:

1. Per the WDNR closure letter, this property was closed with residual soil and/or groundwater contamination (BRRTS 03-13-543834, CITGO GAS STATION). Written approval from the WDNR is required prior to disturbing the existing barrier cap. Submit copy of WDNR approval letter to Brynn Bemis (608.267.1986, bbemis@cityofmadison.com).

2. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)

3. Construct sidewalk to a plan as approved by City Engineer

4. 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)

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

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at 266-4097 if you have questions regarding the following fifteen (15) items:

6. The Utility Easements per the plat of Charles Spaanem Addn through the site shall be released by the Utilities serving the area and the City of Madison. Provide to Jeff Quamme a map exhibit, legal description and $500 check made out to City of Madison Treasurer to set up the Real Estate project for the City's release. The applicant shall coordinate and provide the recorded releases from the other utilities before the City will release its rights. If the easement is not released prior to the recording of this CSM, it shall be release prior to final sign off for any new construction on the site.

7. This Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.

8. Grant a Public Sidewalk Easement to the City on the face of this Certified Survey Map as required along the south side of this CSM as required for the new public sidewalk with a wider terrace to be constructed along Pflaum Road. Contact Jeff Quamme (jrquamme@cityofmadison.com for the easement text to be placed on the CSM. The easement area shall extend to 1' behind the proposed publc sidewalk.

9. Remove the Encroachment Agreement per Document No. 4272925 from the title report as it has been terminated by Document No. 5902916.

10. Place the direct access to USH 51 restriction per the plat of Charles Spaanem Addition on the face of the Certified Survey Map.

11. Provide the recorded document releasing the Agreement per Document No. 5471533

12. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com)

13. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

14. Show and label the 50' wide strip of land dedicated by Document No 0970838 and the area dedicated by the Charles Spaanem Addn along the easterly side of this CSM. The area should also be labeled S Stoughton Rd Service Rd. Correct the width of USH 51 to 230 feet at the northerly end of the CSM and width varies to the south.

15. Add Document No 1097568 to the 20' Setback line text.

16. Remove "FOR CARLYSLE PARTNERS, LLC" from the header on sheet 1.

17. Provide updated title supporting the new owner in the Owner's Certificate and that there is not a mortgage on the lands included in this CSM prior to final CSM sign off.

18. Provide recorded as data from Document No 1564934 on the west and north line of this CSM.

19. The west line of this CSM is substantially shorter than prior surveys and record information. Also the centerline of Pflaum Rd is north of the Section line on this CSM. The plat has the centerline south of the section line. Surveyor shall provide supporting information confirming the location of the right of way.

20. Submit to Jeff Quamme, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, closed polylines for all parcels, shall be void of gaps and overlaps and match the final recorded plat:
    a) Right-of-Way lines (public and private)
    b) Lot lines
    c) Lot numbers
    d) Lot/Plat dimensions
    e) Street names
    f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

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

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following two (2) items:

21. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along Pflaum Road.

22. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along S. Stoughton Road Service Road.

Please contact Bill Sullivan of the Fire Department at 886-4691 if you have any questions regarding the following one (1) item:

23. Before the parking easement can be released, the existing building at 2418 S Stoughton Road will need to have the openings along the south wall be updated to comply with the current building code.

Please contact Melissa Hermann of the Office of Real Estate Services at 264-9297 if you have any questions regarding the following sixteen (16) items:

24. Prior to approval sign-off by the Office of Real Estate Services (“ORES”), the Owner’s Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to

Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report.

25. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

26. If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the CSM boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to CSM approval sign-off.

27. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language …surveyed, divided, mapped and dedicated….

28. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).

29. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

30. Madison Common Council Certificate: This certificate is required when dedication of land and the conveyance of rights in land are required. For parcels located within the City of Madison, a Madison Common Council Certificate shall appear as follows:

    Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number_____, File ID Number _____, adopted on the ____ day of _____, 20__, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

    Dated this ____ day of _____, 2023

    _____
    Maribeth L. Witzel-Behl, City Clerk
    City of Madison, Dane County Wisconsin

31. City of Madison Plan Commission Certificate: Pursuant to Madison City Ordinance Section 16.23(7)(d)3 and Wis. Stats. 236.21(2)(a), all CSM's that are subject to the review and approval of the City of Madison shall contain the following certificate of approval:

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

    By: _____ Date: _____
    Matthew Wachter, Secretary of the Plan Commission

32. Register of Deeds Certificate: Please include a space for the Register to hand write the recording info on the date of recording, to appear similar to the following:

Office of the Register of Deeds
Dane County, Wisconsin
Received for recording on _____, 20___ at ____o'clock__M, and
recorded in Volume ___of CSMs on page(s)_____, Document No._____.

_____
Kristi Chlebowski, Register of Deeds

33. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Melissa Hermann (mhermann@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (xx-xx-xx) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

34. Depict, name, and identify by document number all existing easements cited in record title and the updated title report.

35. Depict and dimension all existing improvements including, but not limited to: buildings, drives, parking lots, encroachments, wells, septic systems, etc. located within the CSM boundary.

36. Depict and dimension public easements for utilities and storm water drainage rights-of-way to be dedicated on the proposed CSM where necessary.

37. If all parties of interest agree that certain easements from prior plats or CSM's of record are no longer necessary, the release documents for said easements shall be recorded prior to CSM approval sign-off, with the recording information for the release included as a Note on the proposed CSM.

38. Liens or judgments levied against the lands within the CSM boundary shall be satisfied, with proof of satisfaction provided prior to CSM approval sign-off.

39. Create notes that define the purpose of and the ownership of (whether public or private) all outlots. The note for an outlot dedicated to the public shall say: "Dedicated to the public for _____ purposes."

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

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be reviewed by the Common Council at its October 3, 2023 meeting.

Prior to City Engineering final sign-off by the main office of the CSM, the final CSM shall be submitted to the Engineering Division Surveyor/ Land Records Coordinator for final technical review and approval. This

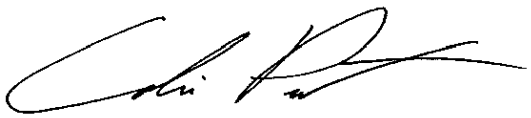
submittal must occur a minimum of two working days prior to final Engineering Division signoff. E-mail submittal of the final CSM in PDF form is preferred. Transmit to jrquamme@cityofmadison.com.

As soon as the comments and conditions have been satisfied, the original along with the revised Certified Survey Map, with all signatures and approvals from the reviewing agencies, shall be brought to this office for final signoff. You or your client may then record the certified survey at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in twelve (12) months from the date of the approving resolution or this letter, whichever is later.**

If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 243-0455.

Sincerely,



Colin Punt
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division–Mapping Section
Sean Malloy, Traffic Engineering Division
Bill Sullivan, Fire Department
Melissa Hermann, Office of Real Estate Services

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90966

File ID:	90966	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	11/19/2025
File Name:	Authorizing the Community Development Division to enter into an agreement with the Traffic Engineering Division, and to use up to $125,000 in federal Community Development Block Grant (CDBG) funds, to implement a neighborhood improvement project identifie			**Final Action:**	

Title: Authorizing the Community Development Division to enter into an agreement with the Traffic Engineering Division, and to use up to $125,000 in federal Community Development Block Grant (CDBG) funds, to implement a neighborhood improvement project identified in the Northeast Area Plan (District 3, District 12, District 17, District 18).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	63.
Sponsors:	John P. Guequierre, Barbara Harrington-McKinney, Dina Nina Martinez-Rutherford, Derek Field, Julia Matthews, Carmella Glenn And Sabrina V. Madison	**Effective Date:**	
Attachments:	Legislation Details (With Text)_84379.pdf	**Enactment Number:**	
Author:	Linette Rhodes	**Hearing Date:**	
Entered by:	kpetershack@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/19/2025	Maggie McClain	Approve	12/9/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	11/19/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Finance Committee (1/5/26), Community Development Block Grant Committee (12/4/25), Board of Parks Commissioners (12/10/25), Common Council (1/13/26)

1	COMMON COUNCIL	11/25/2025	Refer	FINANCE COMMITTEE	01/05/2026	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.

Notes: Additional referrals to Community Development Block Grant Committee, Board of Park Commissioners.

1	FINANCE COMMITTEE	11/25/2025	Referred	COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE	12/04/2025	

Action Text: This Resolution was Referred to the COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE

1	FINANCE COMMITTEE	11/25/2025	Referred	BOARD OF PARK COMMISSIONERS	12/10/2025	

Action Text: This Resolution was Referred to the BOARD OF PARK COMMISSIONERS

1	COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE	12/04/2025	Return to Lead with the Recommendation for Approval			Pass

Action Text: A motion was made by Miller and seconded by Jones to return to lead with the recommendation to Approve Authorizing the Community Development Division to enter into an agreement with the Traffic Engineering Division, and to use up to $125,000 in federal Community Development Block Grant (CDBG) funds, to implement a neighborhood improvement project identified in the Northeast Area Plan (District 3, District 12, District 17, District 18).

Motion passed by voice vote.

1	BOARD OF PARK COMMISSIONERS	12/10/2025	Return to Lead with the Recommendation for Approval	FINANCE COMMITTEE	01/05/2026	Pass

Action Text: Motion made by Field, seconded by Harrington, to RETURN TO LEAD WITH THE RECOMMENDATION FOR APPROVAL TO THE FINANCE COMMITTEE. Motion passed by voice vote/other.

1	FINANCE COMMITTEE	01/05/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 90966

Fiscal Note

The City of Madison Common Council approved the reservation of up to $125,000 in federal Community Development Block Grant (CDBG) grant funds for high priority projects emanating from the Northeast Area Plan as part of the adopted 2025 Operating Budget of the Community Development Division (CDD). The funds will remain within CDD's Community Development Multiyear Grants Fund with an individual project established for Traffic Engineering for this project. Traffic Engineering's 2025 Adopted Capital Budget has sufficient budget authority available within the Street Light Installation program (program #10418, sub-project #16016) for costs exceeding $125,000. No additional appropriation is required.

Title

Authorizing the Community Development Division to enter into an agreement with the Traffic Engineering Division, and to use up to $125,000 in federal Community Development Block Grant (CDBG) funds, to implement a neighborhood improvement project identified in the Northeast Area Plan (District 3, District 12, District 17, District 18).

Body

BACKGROUND

The City's Planning Division, in cooperation with the Community Development Division (CDD) and Community Development Block Grant (CDBG) Committee, undertook a planning effort in the Northeast Area of Madison, within the established 12 Area Plans Planning Framework. The resulting Plan, adopted by the Common Council in September 2024, identified implementation priorities designed to address specific objectives. While engaging in the planning process, neighborhood residents selected fifteen potential projects to utilize the CDBG funds as part of three identified Community Action Strategy Areas (Sandburg, Burke Heights, and Hawthorne-Truax). The CDD's Adopted 2025 Operating Budget authorized up to $125,000 of CDBG funds to be used to implement eligible projects in the Northeast Area plan.

Staff have reviewed the list of potential projects and recommend CDBG funds be allocated for shovel-ready projects intended to improve pedestrian lighting in Sycamore Park along pedestrian/bike paths.

To meet U.S. Department of Housing and Urban Development's national objectives, CDBG funds must be used to benefit low- and moderate- income persons residing in the Northeast Madison planning area to meet the criteria for Low/Mod Area Benefit "LMA" National Objective. Other federal regulations, including Davis-Bacon prevailing wage and Environmental Review requirements, also apply.

ACTION

WHEREAS, the Housing and Community Development Act of 1974 permits the City of Madison to assist agencies in the development and implementation of innovative projects which provide benefits to strategically identified low- and moderate-income areas; and,

WHEREAS, the Northeast Area Plan, adopted as a supplement to the City of Madison Comprehensive Plan and enacted on September 10th, 2024 (RES-24-00557), prioritized making improvements to lighting and safety at Sycamore Park (CDBG Priority Projects #1, p.79); and,

WHEREAS, up to $125,000 in federal CDBG grant funds are authorized in the Community Development Division's Adopted 2025 Operating Budget to carry out eligible projects in Northeast Area Plan and that authorization carries forward to 2026; and,

WHEREAS, the Community Development Division staff have reviewed these proposals and conclude that they are consistent with Program Goals and Priorities and recommend their adoption in order to promote further progress with the adopted Area Plan; and,

WHEREAS, under one of proposals, the Traffic Engineering Division will install path lighting within Sycamore Park; and,

WHEREAS, the Parks Division maintains park amenities and facilities, including path and area lighting, located on park land.

NOW, THEREFORE, BE IT RESOLVED that the Common Council approves the allocation of up to $125,000 in federal CDBG grant funds to support the installation of lighting along the paved bicycle and pedestrian path through Sycamore Park, contingent upon the City's receipt of its FY25 CDBG formula grant allocation from HUD; and,

BE IT FURTHER RESOLVED, that the Board of Park Commissioners supports the aforementioned project for purposes of improving park use and access; and,

BE IT FINALLY RESOLVED, that the Common Council authorizes the Community Development Division to enter into a Memorandum of Understanding agreement with the Traffic Engineering Division for purposes of implementing the approved project.

Legislation Details (With Text)

File #:	84379	**Version:**	1	**Name:**	Northeast Area Plan
Type:	Resolution			**Status:**	Passed
File created:	7/10/2024			**In control:**	Department of Planning and Community and Economic Development
On agenda:	9/10/2024			**Final action:**	9/10/2024
Enactment date:	9/13/2024			**Enactment #:**	RES-24-00557

Title: Adopting the Northeast Area Plan, adopting an amendment to the Comprehensive Plan and archiving underlying plans.

Sponsors: Derek Field, Sabrina V. Madison, Amani Latimer Burris

Indexes:

Code sections:

Attachments: 1. Compilation of Feedback on Public Review DRAFT Plan.pdf, 2. NEAP Adopting Cover Letter, 3. Community Feedback Summary_May2024.pdf, 4. Ordinance 84382-Adopt Northeast Area Plan, 5. NEAP EDC Presentation_07-17-2024.pdf, 6. NEAP TC Memo_07-31-2024.pdf, 7. NEAP LC Memo_08-05-2024.pdf, 8. NEAP Preservation Planner Staff Memo_08-05-2024.pdf, 9. NEAP LC Presentation_08-05-2024.pdf, 10. 00 UDC Memo_08_14_2024.pdf, 11. 02 NEAP_UDC_Presentation_Aug14_2024.pdf, 12. Northeast Area Plan Introduction Draft, 13. BPC Memo_08_14_2024.pdf, 14. UDC Public Comments 08-14-24.pdf, 15. Public Comment 08-16-24.pdf, 16. Public Comments 08-20-24.pdf, 17. Comprehensive Plan Amendment.pdf, 18. NEAP_PC_240826_PPT.pdf, 19. Public Comments 08-22_08-23-23.pdf, 20. Public Comments 08-25_08-26-24.pdf, 21. 240822 NEAP PC.pdf, 22. Alter Public Comments 08-27-24.pdf, 23. NEAP_CC_240910.pdf, 24. 082324-091024_CC_public_comments.pdf

Date	Ver.	Action By	Action	Result
9/10/2024	1	COMMON COUNCIL	Adopt With Amendment(s)	Pass
8/26/2024	1	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass
8/14/2024	1	BOARD OF PARK COMMISSIONERS	Return to Lead with the Recommendation for Approval	Pass
8/14/2024	1	URBAN DESIGN COMMISSION	Return to Lead with the Recommendation for Approval	Pass
8/5/2024	1	LANDMARKS COMMISSION	Return to Lead with the Recommendation for Approval	Pass
8/1/2024	1	COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE	Return to Lead with the Recommendation for Approval	Pass
7/31/2024	1	TRANSPORTATION COMMISSION	Return to Lead with the Following Recommendation(s)	Pass
7/17/2024	1	ECONOMIC DEVELOPMENT COMMITTEE	Return to Lead with the Recommendation for Approval	
7/16/2024	1	PLAN COMMISSION	Refer	
7/16/2024	1	PLAN COMMISSION	Refer	
7/16/2024	1	PLAN COMMISSION	Refer	
7/16/2024	1	PLAN COMMISSION	Refer	

7/16/2024	1	PLAN COMMISSION	Refer
7/16/2024	1	PLAN COMMISSION	Refer
7/16/2024	1	COMMON COUNCIL	Referred
7/10/2024	1	Department of Planning and Community and Economic Development	Referred for Introduction

Fiscal Note

No City appropriation required with the adoption of this plan and amendment to the Comprehensive Plan.

Title

Adopting the Northeast Area Plan, adopting an amendment to the Comprehensive Plan and archiving underlying plans.

Body

WHEREAS, on August 2, 2022 the City of Madison Common Council authorized the Planning Division's shift to a planning framework with twelve (12) Area Plans that cover the entire city and are updated every ten (10) years (RES-22-00577); and

WHEREAS, the City of Madison Common Council authorized the Planning Division to prepare the Northeast Area Plan on January 17, 2023 (RES-23-00068); and

WHEREAS, the City of Madison Common Council adopted a public participation plan for the Northeast Area Plan on September 19, 2023 (RES-23-00589), as required by Wis. Stat. § 66.1001(4) to amend the Comprehensive Plan, which described how the City intended to make the process accessible to all; and

WHEREAS, the public participation process included more traditional engagement through a project website, interactive mapping, virtual meetings, in-person meetings, emailed project updates to interested parties, distribution of informational materials, focus groups, neighborhood association visits, social media posts, traditional media; and

WHEREAS, the public participation process also included contracting with several Community Partners and coordinating with the City's Neighborhood Navigators to engage traditionally underrepresented residents through focus groups and participation in community events and activities; and

WHEREAS, Plan progress updates were provided to several City boards, committees, and commission during the process; and

WHEREAS, the Community Development Block Grant (CDBG) Committee designated the Hawthorne-Truax area (portions of Census Tracts 25.0, 26.01 and 26.02), Sandburg area (portion of Census Tract 26.02), and Burke Heights area (portion of Census Tracts 26.01 and 26.03) as CDBG eligible neighborhoods, with a higher proportion of low- and moderate- income residents, for the purposes of providing planning assistance and to facilitate deeper public engagement and guide future neighborhood investments; and

WHEREAS, the Wisconsin Department of Transportation (WisDOT) is studying proposed changes to the Highway 51 and Interstate 39/90/94 corridors which includes the Northeast Area, and the Northeast Area Plan actions related to these WisDOT studies reflect the community's desire to connect neighborhoods safely and comfortably and not be solely focused on moving vehicles; and

WHEREAS, consistent with RES-22-00577, archiving of adopted plans within the Northeast Area Plan boundary was considered as part of the development of the Northeast Area Plan, and the adopted plans were reviewed to identify the recommendations from each adopted plan that should be incorporated into the Northeast Area Plan before being archived; and

WHEREAS, the planning framework states that the Generalized Future Land Use Map developed through

each area plan process will directly update the Comprehensive Plan's Generalized Future Land Use Map; and WHEREAS, the Northeast Area Plan's actions are based on: citywide policies including the Comprehensive Plan, recommendations in underlying plans, and feedback received from the community, and

WHEREAS, Plan actions focus on guiding changes to the physical aspects of the Northeast Area that occur incrementally over decades, such as development initiated by the private sector and infrastructure improvements typically carried out by the public sector; and

WHEREAS, the Community Action Strategy includes actions for physical improvements and capacity building in the Hawthorne-Truax, Sandburg, and Burke Heights areas; and

WHEREAS, the City of Madison has held at least one public hearing on the Comprehensive Plan amendment in compliance with the requirements of Section 66.1001(4)(d) of the Wisconsin Statutes.

NOW, THEREFORE BE IT RESOLVED that the City of Madison Plan Commission recommends adoption of the Northeast Area Plan.

BE IT FURTHER RESOLVED that, the East Towne-Burke Heights Neighborhood Development Plan (initially adopted in 1987), Hanson Road Neighborhood Development Plan (2000) Carpenter-Ridgeway-Hawthorne-Truax Neighborhood Plan (2001), Ridgewood East Central Development Plan (2002), Greater East Towne Area Plan (2021) and Hawthorne-Truax Neighborhood Plan (2023) are archived which means they will no longer be used by the City for project review or planning purposes.

BE IT FURTHER RESOLVED that relevant maps and text in the Comprehensive Plan shall be updated to address the adoption of the Northeast Area Plan and archiving of the above-listed plans.

BE IT FURTHER RESOLVED that, as recorded in its official minutes, the City of Madison Plan Commission recommends the City of Madison Common Council adopt Ordinance File ID 84382, which will constitute its amendment of the City of Madison Comprehensive Plan under Section 66.1001 of the Wisconsin Statutes to update the Generalized Future Land Use Map and Bicycle Facilities map to reflect the Northeast Area Plan.

BE IT FINALLY RESOLVED that staff is directed to implement the actions contained in the Plan, including Community Development Block Grant-funded projects in the Community Action Strategy.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91026

File ID:	91026	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	11/25/2025
File Name:	Police Department training grants - approve on an ongoing basis			**Final Action:**	

Title: Authorizing the Madison Police Department to accept grants for training on an ongoing basis.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 64.

Sponsors: John W. Duncan And Isadore Knox Jr.

Effective Date:

Attachments: FC Public Comment -- File 91026.pdf

Enactment Number:

Author: Asst. Chief P. Valenta

Hearing Date:

Entered by: jpowell@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/25/2025	Robert Mulcahy	Delegated	
Notes:	Delegated: Out Of Office				
1	2	12/1/2025	Christine Koh	Approve	12/1/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Police Department	11/25/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (1/5/26), Common Council (1/13/26)						
1	COMMON COUNCIL	12/09/2025	Referred	FINANCE COMMITTEE		01/05/2026	
	Action Text: This Resolution was Referred to the FINANCE COMMITTEE						
1	FINANCE COMMITTEE	01/05/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 91026

Fiscal Note

The City's Administrative Procedure Memorandum 1-1 requires all City agencies to receive Council approval to accept grants and enter into grant contracts. The proposed resolution authorizes the Madison Police Department (MPD) to accept training grants on an ongoing basis without requiring separate resolutions to accept individual grants. The authority to accept grants without a resolution would extend to the dollar amount approved in the annual budget. Awards in excess of the budget would require a resolution to amend the budget and accept the grants. The 2026 budget includes $50,000 in assumed grants revenues. No additional appropriation is required.

Title

Authorizing the Madison Police Department to accept grants for training on an ongoing basis.

Body

WHEREAS the mission of the Madison Police Department states that "We…are committed to providing high quality police services that are accessible to all members of the community. We believe in the dignity of all people and respect individual and constitutional rights in fulfilling this mission;" and,

WHEREAS the Department's vision is "a safe Madison, built on collaboration and shared responsibility, achieved through compassion and professional policing, that honors the dignity and diversity of every individual; and

WHEREAS the Department strives to provide the training and resources necessary for its sworn and professional staff to be the compassionate professionals that our vision aspires to; and

WHEREAS the Department annually establishes a budget line and maintains accounts for training grants; and

WHEREAS federal and state governments, as well as foundations and private donors, on occasion will make funding to support training available to MPD on short notice, without time to seek Common Council approval for each individual support amount and authorization to sign an agreement before the training is scheduled to take place, and the Department has had to decline such funding when this occurs.

NOW THEREFORE BE IT RESOLVED that after review and approval by the City Attorney and other review as required by City contract procedures, the Mayor, City Clerk, and/or the Police Chief or their designee when the Chief's signature is required by the granting entity, are authorized to sign such agreements for grants for training purposes, using this Resolution as the authorization for such signatures.

BE IT FURTHER RESOLVED that any grant funds received through the authority granted by this Resolution are appropriated to the Madison Police Department and shall be used for the purposes of the grant, including modifications upon appropriate approvals from the funder.

BE IT STILL FURTHER RESOLVED that any grant funds received through the authority granted by this Resolution shall not exceed the annual budget for training grants set by the

Department's budget.

BE IT STILL FURTHER RESOLVED that any funds not spent in the year received shall be carried forward for future purposes that are consistent with the requirements of the granting entity for the use of the funds.

BE IT STILL FURTHER RESOLVED that the Department will report annually to the Finance Committee in the first quarter any such training grant(s) received the previous year.

BE IT FINALLY RESOLVED that any awarded training grant funds that exceed the Department's budget line for training are not authorized by this resolution and must be authorized by a separate resolution that authorizes acceptance of the grant, signature on any grant agreement, and includes an appropriate budget amendment to accept and disburse such funds.

From: Nicholas Davies
To: Finance Committee
Cc: Martinez-Rutherford, Dina Nina
Subject: No to special MPD grant-acceptance privilege (91026)
Date: Sunday, January 4, 2026 11:37:41 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Finance Committee,

On your agenda this week, MPD is seeking authority to accept training grants without Council approval. I oppose this, as a power grab and an evasion of transparency and accountability.

Your agenda also includes other departments, seeking itemized approval to apply for and/or accept specific grants for specific purposes. I've reviewed these, and registered in support of a couple that I particularly endorse.

If MPD training grants were on the agenda, I would likewise look through those. And in fact, I might see value in them and register my support for those too, and this is something I have done before. But with this resolution, MPD is saying that my voice in the matter is worthless, and that yours is too.

With passage of this resolution, there will no longer be public hearings on additional funds flowing into MPD, nor on topics that officers are being trained on. They would be free to accept funds from sources that the city may find problematic. They would be empowered to conduct trainings on topics that may be counterproductive to public safety.

I can easily see this privilege being used politically, to strong-arm the Council into approving policies that they otherwise might not. For example:

Let's say MPD just happens to receive a grant from a body cam manufacturer to train the entire department on body cams. That would then allow MPD to make a stronger case for body cams to the council, because training costs have been covered and officers are even trained on them already.

No other city department is seeking perpetual, unilateral authority to accept grants. For MPD, being the largest city department still isn't enough. MPD sees itself as a special case, and seems to resent the budgeting and oversight that city departments are subject to.

If you find yourself inclined to approve this resolution, I urge you to ask yourself: why should only MPD have this privilege? Why not let all city departments accept grants without Council approval? In that case, the Finance Committee could have shorter agendas, perhaps less frequent meetings, or could even stop meeting altogether.

Thank you,

Nick Davies
3717 Richard St

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90616

File ID:	90616	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	10/24/2025
File Name:	Prelim & Final Plat - First Addn to Starkweather Plat - 111 N Walter St			**Final Action:**	

Title: Approving the preliminary plat and final plat of *First Addition to Starkweather Plat* on land addressed as 111 N Walter Street (District 15).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 65.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, Application.pdf, Letter of Intent.pdf, Preliminary Plat.pdf, Final Plat.pdf, Staff Comments.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	10/27/2025	Maggie McClain	Approve	11/14/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	10/27/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Plan Commission (12/15/25), Common Council (1/13/26)						
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION	12/15/2025		Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.						

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Glenn, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the preliminary plat and final plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Text of Legislative File 90616

Fiscal Note
No City appropriation is required with the approval of this preliminary plat and final plat. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving the preliminary plat and final plat of *First Addition to Starkweather Plat* on land addressed as 111 N Walter Street (District 15).

Body
WHEREAS Starkweather, LLC has duly filed a preliminary plat and final plat known as *First Addition to Starkweather Plat* on property addressed as 111 N Walter Street, City of Madison, Dane County, Wisconsin for approval by the Madison Common Council; and

WHEREAS the proposed plat further subdivides Lot 10 of Starkweather Plat;

NOW THEREFORE BE IT RESOLVED that said plat is hereby approved subject to all conditions as required by the reviewing City departments as required by Section 16.23 of Madison General Ordinances, subject to the conditions noted in the Plan Commission files, and that same shall be recorded with the Dane County Register of Deeds.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the plat, bond and subdivision contract, subsequent affidavits of corrections, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approved plat.

BE IT FURTHER RESOLVED that the said plat is hereby added to the official map and the street grades for said plat on file in the City Engineer's Office are hereby approved.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded subdivision in the Comprehensive Plan and any applicable neighborhood and sub-area plans.

BE IT FURTHER RESOLVED that all dedications included in this plat or required as a condition of approval of this plat be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this subdivision, and that the Council recognizes and adopts said revised boundaries.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90616

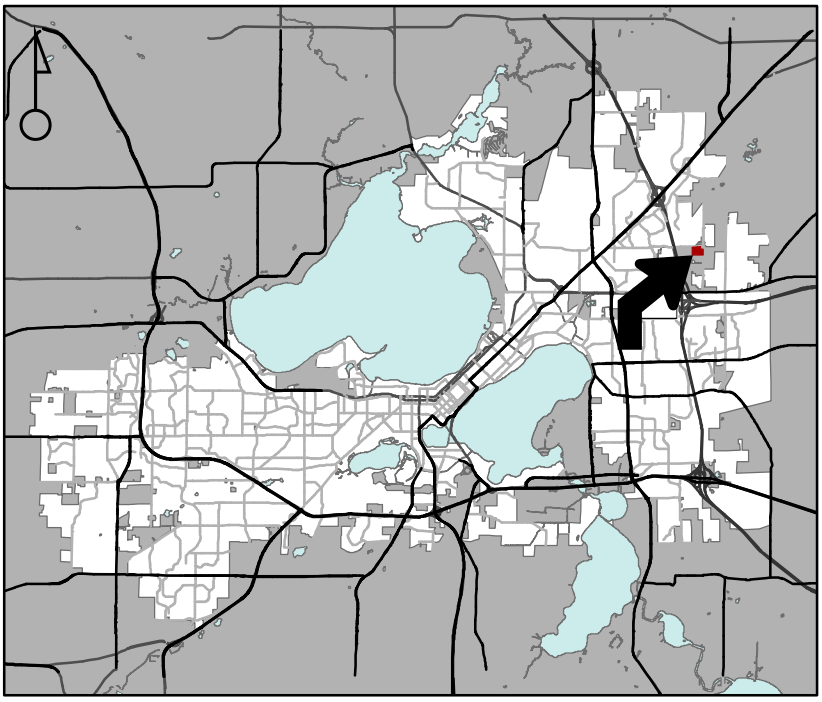
City of Madison

Preliminary Plat & Final Plat

Location
111 N Walter Street

Applicant
Starkweather, LLC
Dr. Olivia Williams,
Madison Area Community Land Trust
Randy Kolinske, Mike Ziehr, Vierbicher

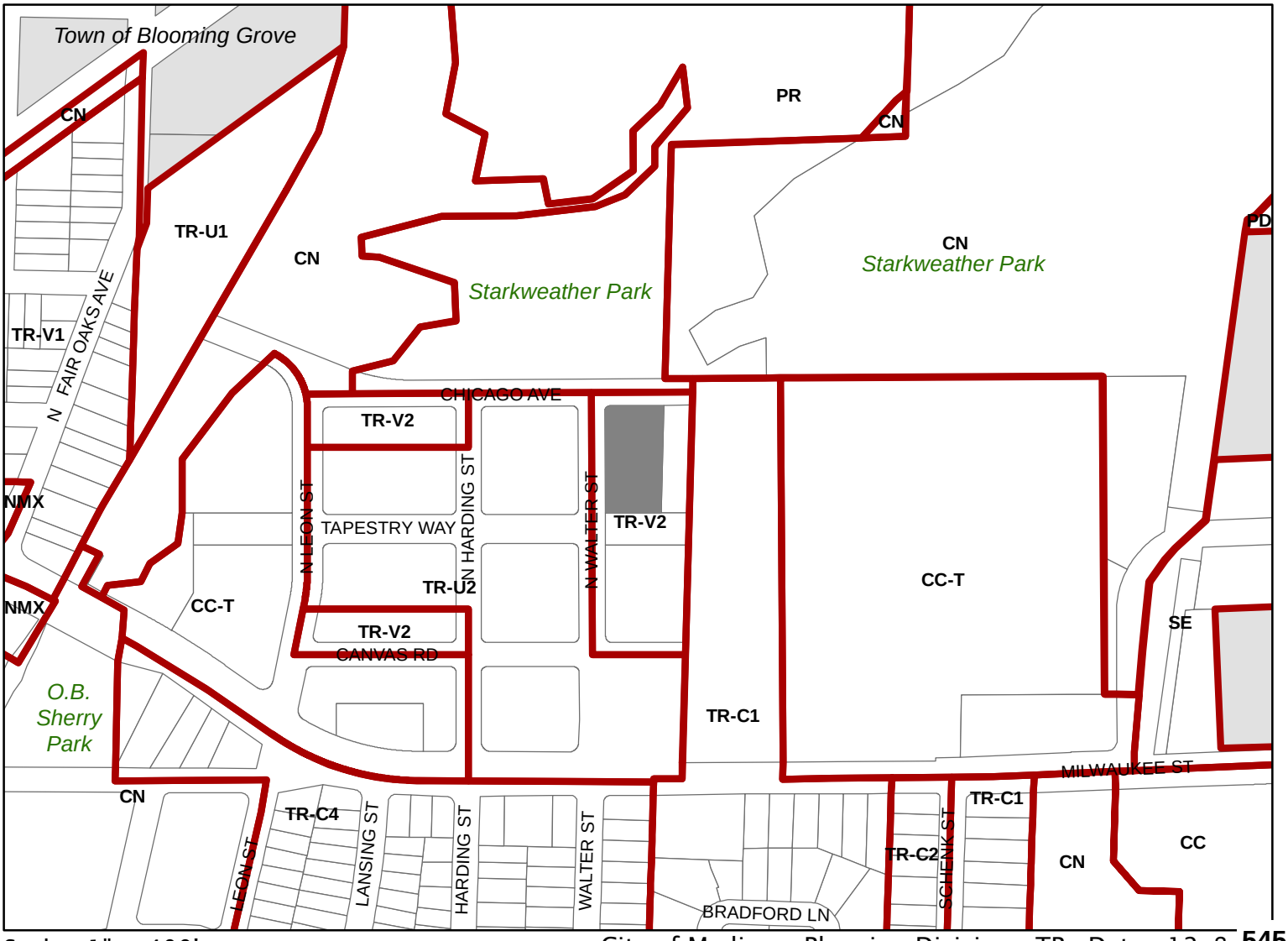
Request
First Addition to Starkweather Plat, creating 12 lots for single-family attached dwellings and one private outlot for access and utilities



Public Hearing Dates
Plan Commission
December 15, 2025

Common Council
January 13, 2026

For Questions Contact: Tim Parks at: 261-9632 or tparks@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : TP : Date : 12-8-

City of Madison

111 N Walter Street

Date of Aerial Photography : Spring 2022

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 10/20/25 11:20 a.m.
Planning Division Madison M unicipal Building, Suite 017 215 M artin Luther King, Jr. Blvd.
P.O. Box 2985 Madison, WI 53701 -2985 (608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☑ Preliminary Subdivision Plat ☑ Final Subdivision Plat ☐ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: First Addition to Starkweather Plat

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: Starkweather, LLC
Representative, if any: Dr. Olivia Williams, Madison Area Community Land Trust
Street address: 1010 East Washington Ave., Suite 101, Madison, WI 53703
City/State/Zip: 902 Royster Oaks Drive, Suite 105, Madison, WI 53714
Telephone:
Email: admin@ maclt.org

Firm Preparing Survey: Vierbicher Associates
Contact: Randy Kolinske / Mike Ziehr
Street address: 999 Fourier Drive, Suite 201
City/State/Zip: Madison, WI 53717
Telephone: 608-821-3962
Email: rkol@ vierbicher.com / mzie@ vierbicher.com

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: Intersection of Chicago Avenue and N Walter Street (addresses not assigned yet)
Tax Parcel Number(s): Part of Tax Parcel Number 0710-051-1019-4 (parcel numbers not assigned yet)
Zoning District(s) of Proposed Lots: _____ School District: Madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): N/A
Date of Approval by Dane County: N/A Date of Approval by Town: N/A

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	12		0.58
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association		1	0.29
PROJECT TOTALS			

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Michael J. Ziehr Signature: _____

Date: October 20, 2025 Interest In Property On This Date: Land Surveyor

THRESHOLDBUILDS

Threshold Builds
2020 Eastwood Drive, Suite 100
Madison, WI 53704

20 October 2025

City of Madison – Plan Commission
Planning Division
215 Martin Luther King Jr. Blvd | Suite 017
PO Box 2985
Madison, WI 53701

RE	Letter of Intent | First Addition to the Starkweather Plat
PROJECT	Lot 10
SITE	Starkweather Plat – Lot 10
TB PROJECT NO.	24-0010

Dear Commissioners,

We are pleased to submit this preliminary and final plat to reconfigure Lot 10 of the Starkweather Plat. The following is submitted together with the application and supporting documents for review by the Plan Commission.

PROJECT TEAM

Architect and Builder
Threshold Builds
2020 Eastwood Drive, Suite 100
Madison, WI 53704
Sean Meyers, RA, NCARB, CPHC
seanmeyers@thresholdbuilds.com

Civil Engineer / Surveyor
Vierbicher
999 Fourier Drive, Suite 201
Madison, WI 53717
Randy Kolinske, PE, LEED-AP
rkol@vierbicher.com

Owner
Starkweather, LLC
1010 E Washington Avenue, Suite 101
Madison, WI 53703

Subdivider
Madison Area Community Land Trust (MACLT)
902 Royster Oaks Drive, Suite 105
Madison, WI 53714
admin@maclt.org

LOCATION

The subject property is Lot 10 of the Starkweather Plat, recorded on October 09, 2025, as Document No. 6056273.

SUBDIVISION DESCRIPTION

The existing lot 10 was recently created as part of the Starkweather Plat. There are no improvements currently on the site. Lot 10 is currently zoned TR-V2; the reconfigured subdivision proposed will maintain the existing zoning. The intent is to reconfigure Lot 10 to support the construction of two (2) sets of six (6) single-family attached townhouses (total of twelve (12) townhouses). The two (2) sets of single-family-attached townhouses will be separated by an outlot, which will provide space for surface parking and shared greenspace for the future owners. Additionally, the outlot is oriented to afford easy access of the future residents to the community gardens to the east and the play area to the south. Each subdivided lot shall meet the requirements of the TR-V2 district permitted uses for single-family attached dwelling units (lot area, lot width, setbacks, and lot coverage) and the single-family attached dwellings have been designed to be a permitted use.

Below is a list of the proposed lots:

Lots 1 – 6: TR-V2 – Single-Family Attached – Frontage on Walter Street

Lots 7 – 12: TR-V2 – Single-Family Attached – Frontage on Chicago Avenue

Outlot: TR-V2 – Private Outlot for parking and shared greenspace

The single-family attached dwellings proposed for this property will be permanently affordable dwelling, part of a community land trust.

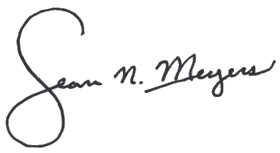
SCHEDULE

The proposed schedule is to complete and record the subdivision process in early 2026. Construction of 12 permanently affordable townhouses is scheduled for spring of 2026.

CONCLUSION

Thank you for your time and consideration reviewing our proposed subdivision. We look forward to your support and feedback.

Sincerely,

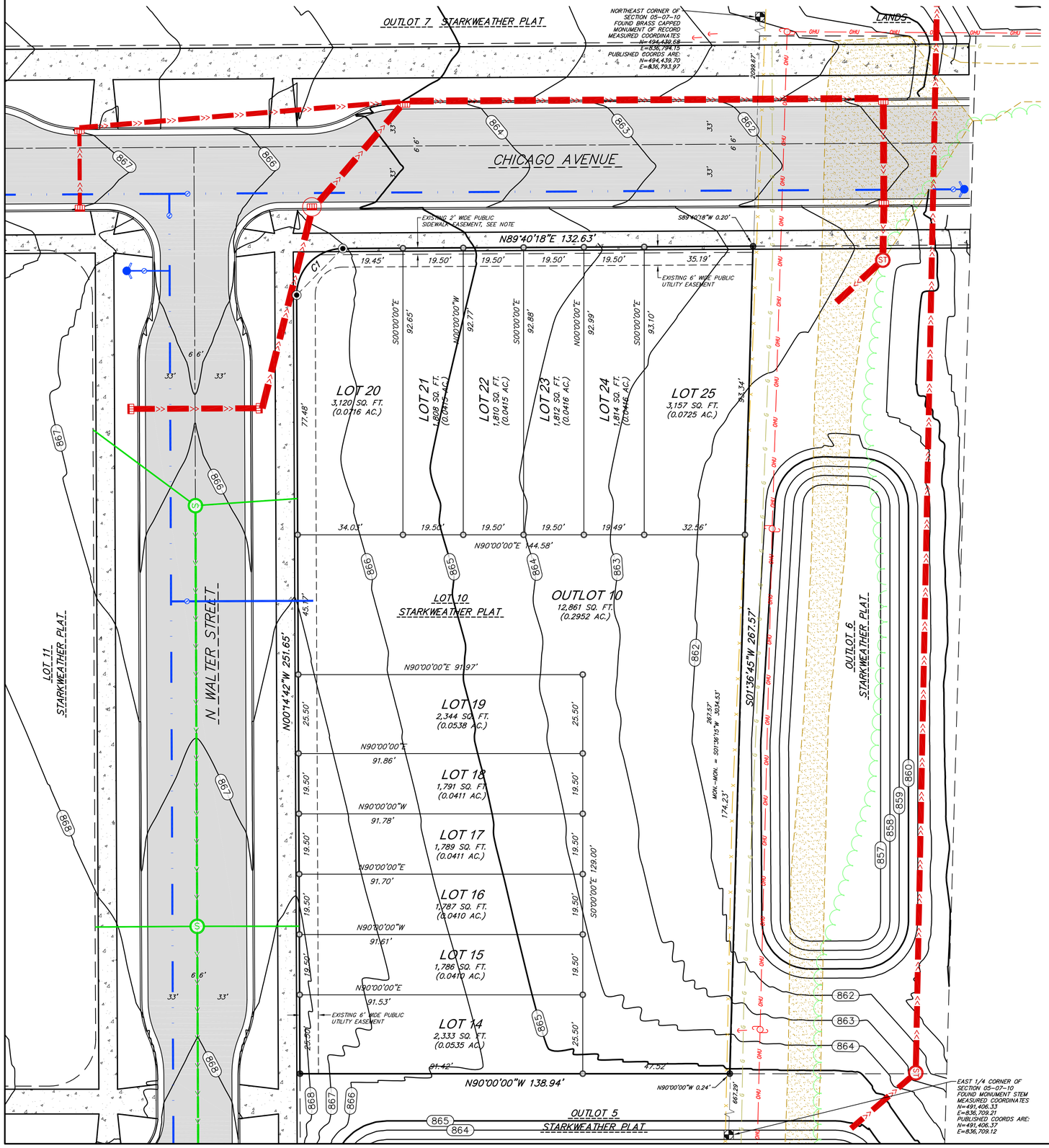


Sean Meyers, RA, NCARB, CPHC

Principal

PRELIMINARY PLAT OF FIRST ADDITION TO STARKWEATHER PLAT

BEING A DIVISION OF LOT 10, STARKWEATHER PLAT AS RECORDED IN VOLUME 62–040A OF PLATS, ON PAGES 213–219, AS DOCUMENT NUMBER 6056273, DANE COUNTY REGISTRY AND LOCATED IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 05, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



SURVEYOR'S CERTIFICATE

I, Michael J. Ziehr, Professional Land Surveyor, hereby certify: that the foregoing preliminary plat was prepared under my direction and control and that to the best of my knowledge and belief is in compliance with the provisions of Section 236 of the Wisconsin Statutes and the subdivision regulations of the City of Madison.

Vierbicher Associates, Inc.
By: Michael J. Ziehr

Date: October 20, 2025

Signed: Michael J. Ziehr

Michael J. Ziehr, P.L.S. No. 2401

WISCONSIN — MICHAEL J. ZIEHR S-2401 McFARLAND WIS. — LAND SURVEYOR

SURVEY LEGEND

- FOUND 1–1/4" ø SOLID IRON RE–ROD
- FOUND 3/4" ø SOLID IRON RE–ROD
- SET 3/4" x 18" SOLID IRON RE–ROD, MIN. WT. 1.50 lbs./ft.

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

HATCHING LEGEND

- PROPOSED CONCRETE
- PROPOSED ASPHALT
- EXISTING GRAVEL

GENERAL NOTES:

1. Total Plat Area = 38,211 Square Feet or 0.8772 Acres.
2. This survey is based upon survey work performed on August 15, 2025. Any changes in site conditions after August 15 are not reflected on this survey.
3. This survey is referenced to the Wisconsin County Coordinate System–Dane Zone, NAD 83 (2011). Elevations are referenced to NAVD 88 (2012) datum. Field data was obtained using Robotic Total Station and GPS. Benchmarks shall be field verified prior to construction.
4. No attempt has been made as a part of this survey to obtain or show data concerning condition,or capacity of any utility or municipal/public service facility. For information regarding these utilities contact the appropriate agencies.
5. Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, or ownership title evidence, or any other facts that a title search might reveal.
6. Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.
7. Outlots 5 and 6 are private Outlots to be used primarily for storm water management with a Declaration of Storm Water Maintenance Agreement and Storm Water Easements to be granted over the constructed facilities within the Outlots. Landscape buffers, community buffers, public gathering space and other recreational purposes may be allowed that do not conflict with the primary purpose.
8. The lands contained in this plat are within a three (3) mile radius of the Dane County Regional Airport and subject to Dane County Ordinance Chapter 78 Height and Use Limitations Applicable in the vicinity of the Dane County Regional Airport.
9. The public improvements shown within the N Walter Street and Chicago Avenue right–of–ways are based upon the latest information available from the City of Madison. The proposed contours are based upon the mass–grading plans of Consultant Engineer. These improvements are anticipated to be constructed in Spring of 2026 and are shown for reference purposes.

Public Sidewalk and Ped/Bike Path Easement (From Starkweather Plat):

Creation of Easement Rights: A permanent easement over, across a portion of the property (the "Easement Area") is established, memorialized, reserved by, granted, conveyed, transferred and assigned to the City of Madison for the uses and purposes hereinafter set forth. The Easement Area may be used by the City of Madison for public sidewalk and bike path purposes. City of Madison and its employees, agents, and contractors shall have the right to construct, install, maintain, operate, repair, replace, and reconstruct the public sidewalk within the Easement Area. City of Madison shall have the further right of ingress and egress to and from the Easement Area in order to exercise its rights and privileges hereunder, and to cut and remove trees, vegetation and other impediments in the Easement Area which may obstruct or interfere with the actual or potential use of the Easement Area for the foregoing purposes.

Property Restoration: City of Madison shall repair any damage caused to any pavement, concrete or turf located within the Easement Area and/or the Property as a result of the use of the Easement Area by or on behalf of the City of Madison as provided herein. Following completion of any excavation work, City of Madison shall promptly restore the area affected by the work to the original grade and surface condition including the repair or replacement of pavement, concrete, and turf.

Limitations on Use of Easement Area: The owner of the Property shall have the right to use the Easement Area for any purpose, provided such use shall not interfere with the easement rights of the City of Madison hereunder. No buildings or structures or fences unrelated to the public shall be constructed in and no grade change shall be made to the Easement Area without the written consent of the City of Madison's Engineering Division City Engineer.

Binding Effect: This Easement shall run with the land described herein and shall be binding upon the owners of the Property, and their successors in interest.

Release of Rights to Easements Created by Plat: Any release of rights that were placed on platted land which was required by a public body or which names a public body or public utility as grantee shall be released by recording a separate easement release document with the Dane County Register of Deeds in accordance with ss236.293.

LINE WORK LEGEND

- PROPOSED SANITARY SEWER LINE
- PROPOSED STORM SEWER LINE
- PROPOSED WATER MAIN
- EXISTING GAS LINE
- EXISTING OVERHEAD GENERAL UTILITIES
- EXISTING WIRE FENCE
- EXISTING EDGE OF TREES
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR

CURVE 1 (C1)

R=15.00'
I=89°55'00"
L=23.54'
LCB=N44°42'48"E
LC=21.20'

PUBLIC UTILITY EASEMENT (P.U.E.) NOTE: PUBLIC UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREA. NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE, OR OBSTRUCT VISION ALONG ANY LOT LINE. THE DISTURBANCE OF A SURVEY MONUMENT BY ANYONE IS A VIOLATION OF SECTION 236.32 OF WISCONSIN STATUTES.

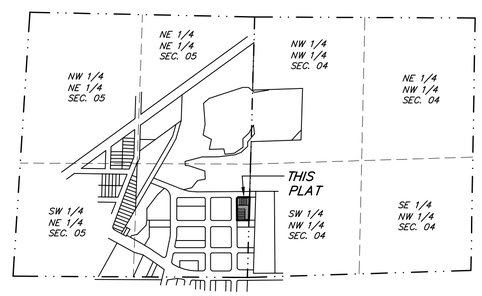
NOTE: THE FINAL GRADE ESTABLISHED BY THE SUBDIVIDER ON THE UTILITY EASEMENTS SHALL NOT BE ALTERED BY MORE THAN SIX (6) INCHES BY THE SUBDIVIDER, THEIR AGENT, OR BY SUBSEQUENT OWNERS OF THE LOTS ON WHICH SUCH UTILITY EASEMENTS ARE LOCATED, EXCEPT WITH WRITTEN CONSENT OF THE UTILITY OR UTILITIES INVOLVED.

SYMBOL LEGEND

- PROPOSED CURB INLET
- PROPOSED CURB INLET W/MANHOLE
- PROPOSED STORM MANHOLE
- PROPOSED SANITARY MANHOLE
- PROPOSED FIRE HYDRANT
- PROPOSED WATER MAIN VALVE
- EXISTING DOWN GUY
- EXISTING UTILITY POLE

GRID NORTH
BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE CO., WI, NAD83 (2011), THE WEST LINE OF THE NW 1/4 OF SEC 04–07–10 MEASURED AS BEARING S01°36'15"W

0 10 20 40
SCALE: ONE INCH = TWENTY FEET



LOCATION MAP
NE 1/4 OF SEC. 05–07–10
NW 1/4 OF SEC. 04–07–10
NOT TO SCALE

vierbicher planners | engineers | advisors

Drafted by: MZIE
Checked by: RKOL
FN: 250040
Date: 10/20/2025
Rev:
Rev:
Rev:

SURVEYED BY:
Vierbicher Associates, Inc.
By: Michael J. Ziehr
999 Fourier Drive,
Suite 201
Madison, WI 53717
(608) 821–3962
mzie@vierbicher.com

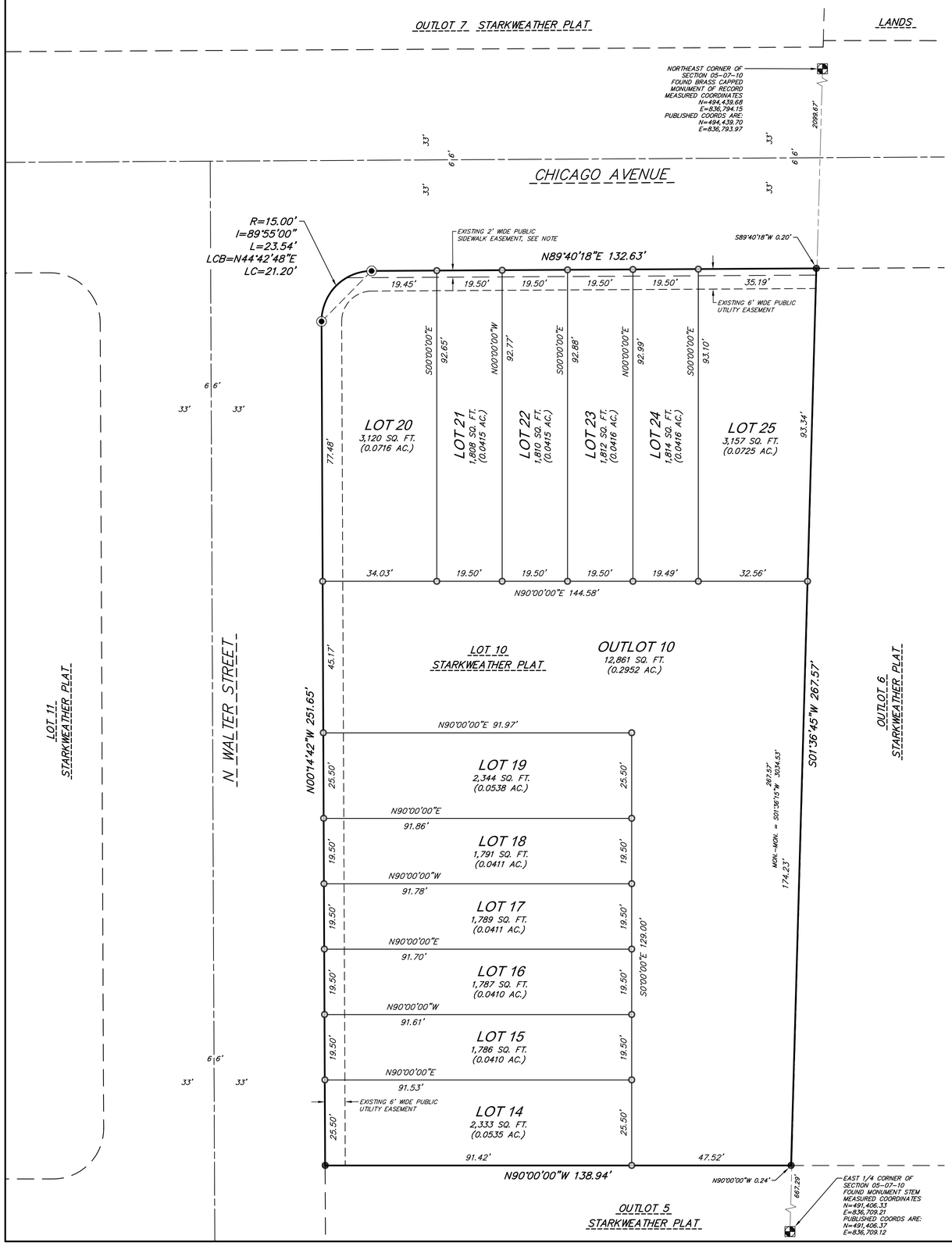
SURVEYED FOR:
Madison Area Community Land Trust
902 Royster Oaks Drive,
Suite 105
Madison, WI 53714

SHEET 1 OF 1

16 Oct 2025 - 8:46p M:\Madison Area Community Land Trust\250040 - Voit Farm Lot 10\CADD\250040_Prelim-Plat.dwg by: mzie

FIRST ADDITION TO STARKWEATHER PLAT

BEING A DIVISION OF LOT 10, STARKWEATHER PLAT AS RECORDED IN VOLUME 62-040A OF PLATS, ON PAGES 213-219, AS DOCUMENT NUMBER 6056273, DANE COUNTY REGISTRY AND LOCATED IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 05, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND WIS.
LAND SURVEYOR

10/20/2025

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GENERAL NOTES:

1. Total Plat Area = 38,211 Square Feet or 0.8772 Acres.
2. Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.
3. Outlots 5 and 6 adjacent to this Plat are private Outlots to be used primarily for storm water management with a Declaration of Storm Water Maintenance Agreement and Storm Water Easements to be granted over the constructed facilities within the Outlots. Landscape buffers, community buffers, public gathering space and other recreational purposes may be allowed that do not conflict with the primary purpose.
4. The lands contained in this plat are within a three (3) mile radius of the Dane County Regional Airport and subject to Dane County Ordinance Chapter 78 Height and Use Limitations Applicable in the vicinity of the Dane County Regional Airport.

GRID NORTH
BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE CO., WI, NAD83 (2011), THE WEST LINE OF THE NW 1/4 OF SEC 04-07-10 MEASURED AS BEARING S01°36'15"W

SCALE: ONE INCH = TWENTY FEET

SURVEY LEGEND

- ◉ FOUND 1-1/4" ø SOLID IRON RE-ROD
- ● FOUND 3/4" ø SOLID IRON RE-ROD
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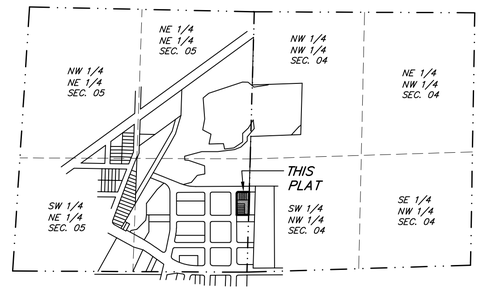
DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT



LOCATION MAP
NE 1/4 OF SEC. 05-07-10
NW 1/4 OF SEC. 04-07-10
NOT TO SCALE

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

vierbicher
planners | engineers | advisors

Drafted by: MZIE
Checked by: RKOL
FN: 250040
Date: 10/20/2025
Rev:
Rev:
Rev:

SURVEYED BY:
Vierbicher Associates, Inc.
By: Michael J. Ziehr
999 Fourier Drive,
Suite 201
Madison, WI 53717
(608) 821-3962
mzie@vierbicher.com

SURVEYED FOR:
Madison Area Community Land Trust
902 Royster Oaks Drive,
Suite 105
Madison, WI 53714

SHEET 1 OF 2

16 Oct 2025 - 8:52p M:\Madison Area Community Land Trust\250040 - Voit Farm Lot 10\CADD\250040_Final Plat.dwg by: mzie

FIRST ADDITION TO STARKWEATHER PLAT

BEING A DIVISION OF LOT 10, STARKWEATHER PLAT AS RECORDED IN VOLUME 62-040A OF PLATS, ON PAGES 213-219, AS DOCUMENT NUMBER 6056273, DANE COUNTY REGISTRY AND LOCATED IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 05, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Michael J. Ziehr, Professional Land Surveyor No. 2401 hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the City of Madison and under the direction of the owner(s) of said land, I have surveyed, divided, and mapped FIRST ADDITION TO STARKWEATHER PLAT; that such plat correctly represents all exterior boundaries and the subdivision of the lands surveyed; and that this land is described as follows:

All of Lot 10, Starkweather Plat as recorded in Volume 62-040A of Plats, on pages 213-219, as Document Number 6056273, Dane County Registry and located in the Southeast Quarter of the Northeast Quarter of Section 05, Township 07 North, Range 10 East, City of Madison, Dane County, Wisconsin.

Said description contains 38,211 Square Feet or 0.8772 Acres.

Vierbicher Associates, Inc.
By: Michael J. Ziehr

Dated this 20th day of OCTOBER, 2025.

Signed: _____
Michael J. Ziehr, P.L.S. No. S-2401

WISCONSIN
MICHAEL J.
ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

CITY OF MADISON COMMON COUNCIL APPROVAL

Resolved, that the plat of FIRST ADDITION TO STARKWEATHER PLAT, located in part of the Southeast Quarter of the Northeast Quarter of Section 05, Township 07 North, Range 10 East, City of Madison, Dane County, Wisconsin, was hereby approved by Enactment Number _____, file I.D. Number _____, adopted on the _____ day of _____, 20_____, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said plat of FIRST ADDITION TO STARKWEATHER PLAT to the City of Madison for public use.

Dated this _____ day of _____, 20_____,

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

OWNER'S CERTIFICATE

Starkweather, LLC, a Wisconsin limited liability company, as owner(s), we hereby certify that they we caused the land described on this plat to be surveyed, divided, mapped, and dedicated as represented on this plat. We further certify that this plat is required by S.236.10 or S.236.12 to be submitted to the following for approval or objection:

Department of Administration
Common Council, City of Madison

WITNESS the hand and seal of said owner(s) this _____ day of _____, 20_____,

Starkweather, LLC

By: _____

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 20_____, the above named _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

My Commission expires: _____

_____
Notary Public, State of Wisconsin

CONSENT OF MORTGAGEE

Lake Ridge Bank, a banking association duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping, and dedicating of the land described on this Plat and does hereby consent to the Owner's Certificate.

IN WITNESS WHEREOF, the said Lake Ridge Bank, has caused these presents to be signed by _____ its _____, at Madison, Wisconsin, on this _____ day of_____, 20_____.

Lake Ridge Bank

By: _____

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 20_____, _____ and _____, of the above named banking association, to me known to be the persons who executed the foregoing instrument, and to me known to be such _____ and _____ of said banking association, and acknowledged that they executed the foregoing instrument as such officers as the deed of said banking association, by its authority.

My Commission expires: _____

_____
Notary Public, State of Wisconsin

CITY OF MADISON TREASURER'S CERTIFICATE

I, Craig Franklin, being the duly appointed, qualified and acting Treasury and Revenue Manager of the City of Madison, Dane County, Wisconsin, do hereby certify that, in accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of this _____ day of _____, 2025 on any of the lands included in the plat of FIRST ADDITION TO STARKWEATHER PLAT.

_____
Craig Franklin, Treasury and Revenue Manager
City of Madison, Dane County, Wisconsin

CITY OF MADISON PLAN COMMISSION APPROVAL

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

Dated this _____ day of _____, 20_____,

_____
Matthew Wachter, Secretary of Plan Commission

DANE COUNTY TREASURER'S CERTIFICATE

I, Adam Gallagher, being the duly elected, qualified, and acting Treasurer of the County of Dane, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or unpaid special assessments affecting any of the lands included in the plat of FIRST ADDITION TO STARKWEATHER PLAT, as of this _____ day of _____, 20_____,

_____
Adam Gallagher, Dane County Treasurer

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

Department of Administration

RECORDING DATA

CERTIFICATE OF REGISTER OF DEEDS

Received for recording this _____ day of _____, 20____, at _____ o'clock ___.M. and recorded in Volume _____ of Plats, on pages _____ as Document Number _____.

_____
Kristi Chlebowski
Dane County Register of Deeds

vierbicher
planners | engineers | advisors

Drafted by: MZIE
Checked by: RKOL
FN: 250040
Date: 10/20/2025
Rev:
Rev:
Rev:

SURVEYED BY:
Vierbicher Associates, Inc.
By: Michael J. Ziehr
999 Fourier Drive,
Suite 201
Madison, WI 53717
(608) 821-3962
mzie@vierbicher.com

SURVEYED FOR:
Madison Area Community Land Trust
902 Royster Oaks Drive,
Suite 105
Madison, WI 53714

SHEET 2 OF 2

17 Oct 2025 - 3:54p M:\Madison Area Community Land Trust\250040 - Volt Farm Lot 10\CADD\250040_Final Plat.dwg by: mzie

PLANNING DIVISION STAFF REPORT

December 15, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address: **111 N Walter Street**

Application Type: Preliminary Plat and Final Plat

Legistar File ID # 90616

Prepared By: Timothy M. Parks, Planning Division
Report includes comments from other City agencies, as noted

Summary

Applicant: Madison Area Community Land Trust; 902 Royster Commons Drive, Suite 105; Madison.

Property Owner: Starkweather, LLC; 1010 E Washington Avenue, Suite 101; Madison.

Surveyor: Mike Ziehr and Randy Kolinske, Vierbicher Associates, Inc.; 999 Fourier Drive, Suite 201; Madison.

Requested Actions: Approving the preliminary and final plat of *First Addition to Starkweather Plat* at 111 N Walter Street to create 12 lots for single-family attached dwellings and one lot for access and shared amenities.

Proposal Summary: The applicant is seeking approval to further subdivide Lot 10 of the recently recorded Starkweather Plat into 12 lots for single-family attached dwellings and one lot for access and shared amenities. The 12 single-family attached dwellings will be located in two buildings of six units each. In between the two buildings, the applicant proposes an L-shaped lot that will be improved with surface parking and shared greenspace for the owners of the future townhouse units. The letter of intent indicates that construction of the dwelling units will commence in spring 2026 following recording of the proposed plat.

Applicable Regulations & Standards: The subdivision process is outlined in Section 16.23(4) of the amended Subdivision Regulations.

Review Required By: Plan Commission and Common Council.

Review Schedule: The State's subdivision statute, Wis. Stats. 236, requires that a preliminary plat be approved, conditionally approved, or rejected (with stated reasons) within 90 days of submittal unless the time is extended by agreement with the applicant. If no action is taken within 90 days and no extension granted, the plat is deemed approved. The preliminary plat and final plat to further subdivide Lot 10 was submitted to the City on October 20, 2025. Therefore, the 90-day review period is scheduled to expire on January 20, 2026.

Summary Recommendation: The Planning Division recommends that the Plan Commission find the standards met and forward the preliminary plat and final plat of *First Addition to Starkweather Plat* at 111 N Walter Street to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 4** of this report.

Background Information

Parcel Location: Approximately 0.88 acres (38,211 square feet) of land located at the southeastern corner of N Walter Street and Chicago Avenue; Alder District 15 (Martinez-Rutherford); Madison Metropolitan School District.

Existing Conditions and Land Use: Undeveloped land, zoned TR-V2 (Traditional Residential–Varied 2 District).

Surrounding Land Use and Zoning:

North: Starkweather Park, zoned CN (Conservancy District);

South: Undeveloped land in the Starkweather Plat, zoned TR-V2 (Traditional Residential–Varied 2 District) and TR-U2 (Traditional Residential–Urban 2 District);

East: Private stormwater management on Outlot 6 of Starkweather Plat, zoned TR-V2; undeveloped land, zoned TR-U2; Amazon package distribution facility, zoned CC-T (Commercial Corridor–Transitional District); and

West: Undeveloped land in the Starkweather Plat, zoned TR-V2, TR-U2, CC-T, PR (Parks and Recreation District), and CN.

Adopted Land Use Plans: The Milwaukee Street Special Area Plan, adopted in 2018, recommends that the subject site be developed with Residential Housing Mix 2 (HM2).

The Comprehensive Plan as amended through 2024 generally follows the recommendations in the Milwaukee Street Special Area Plan and recommends the HM2 areas in the special area plan for Medium Residential (MR).

Environmental Corridor Status: There are no mapped environmental corridors on the subject site. The adjacent City-owned conservancy park to the north is located in mapped corridor.

Public Utilities and Services: The property is located in the Central Urban Service Area (CUSA). The subject site is served by a full range of urban services, including Metro Transit, which operates daily service nearby on Milwaukee Street (Routes D1 and L), with trips at least every 60 minutes.

Zoning Summary: The proposed lots are zoned TR-V2 (Traditional Residential–Varied 2 District). The conformance of the proposed lots with the minimum area requirements of the TR-V2 district will be discussed in the 'Analysis' section of this report.

Other Critical Zoning Items	
Yes:	Utility Easements (to be established with the plat)
No:	Urban Design, Wellhead Protection, Landmarks, Floodplain, Wetlands, Waterfront Development, Transit-Oriented Development (TOD) Overlay District, Barrier Free, Shoreland Zoning, Adjacent to Parkland
	Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator

Previous Approvals

On June 18, 2024, the Common Council approved a request to rezone 3420-3614 Milwaukee Street from Temporary A (Agricultural District) to TR-V2 (Traditional Residential–Varied 2 District), TR-U2 (Traditional Residential–Urban 2 District), CC-T (Commercial Corridor–Transitional District), PR (Parks and Recreation District), and CN (Conservancy District), and approved the preliminary plat of *Starkweather Plat* to create 13 lots for future residential and mixed-use development, five outlots for public uses, and five outlots for private uses. On June 10, 2024, the Plan Commission approved a demolition permit to demolish an industrial building and two single-family residences at 3450, 3490, and 3510 Milwaukee Street and recommended approval of the rezoning requests and the preliminary plat.

On October 7, 2024, the Common Council approved the final plat of *Starkweather Plat*. The final plat was recorded on October 9, 2025.

Project Description, Analysis and Conclusion

The Madison Area Community Land Trust is requesting approval of a preliminary plat and final plat to further subdivide Lot 10 of the recently recorded Starkweather Plat at the future southeastern corner of N Walter Street and Chicago Avenue into 12 lots for single-family attached dwellings. The 12 single-family attached dwellings will be located in two buildings of six units each, with one building to face Chicago Avenue and the other to face N Walter Street. The subject site is zoned TR-V2, which requires 1,500 square feet of area and 15 feet of width for each lot to be developed with a single-family attached dwelling.

An additional lot will be located between the two six-lot townhouse clusters, which the letter of intent indicates will be improved with surface parking and shared greenspace for the owners of the future units. The applicant has chosen to designate the L-shaped parcel as Lot 20 instead of as an outlot to preserve the opportunity to construct a common building(s) on the parcel in the future. The Subdivision Regulations define an 'Outlot', in part, as "Any parcel in a plat or certified survey map that is not designated as a lot…Outlots shall include any land set aside for private roads, privately maintained right-of-way islands, areas for future development, and all other non-buildable parcels retained by the developer or lot owners. An outlot may not be used as a building site for private residential, manufacturing and commercial uses." [Note: The preliminary plat and final plat both show Lot 20 based on a revision made after submittal; however, the application and letter of intent still include references to an outlot, which was shown on earlier versions of the plat.]

The proposed townhouse buildings and shared parking and greenspace, as well as any future common buildings on Lot 20, will be developed as a residential building complex as defined by the Zoning Code as "a group of two (2) or more residential buildings on a single parcel or tract of land, developed under single ownership and common management." Residential building complexes are conditional uses in the TR-V2 zoning district requiring Plan Commission approval following a recommendation by the Urban Design Commission. Approval of a separate land use application for the residential building complex will be required prior to issuance of building permits for the residences in addition to recording of the final plat.

The subject site is located within the boundaries of the Milwaukee Street Special Area Plan, which was adopted in 2018 to guide development and redevelopment in the area bounded by N Fair Oaks Avenue on the west, State Highway 30 on the north, N Stoughton Road (US Highway 51) on the east, and Milwaukee Street generally on the south. The site is recommended in the Residential Housing Mix (HM) 2 category, the denser of two residential land use categories included in the special area plan, which generally calls for the development of townhomes and three- to four-story apartment buildings. The HM2 district in the special area plan generally aligns with the Medium Residential (MR) category in the Comprehensive Plan, which generally allows multi-family development in up to five-story buildings and at densities up to 90 units an acre. The Planning Division believes the Plan Commission can find that the proposed subdivision to create lots for future single-family attached/ townhouse units is consistent with these adopted plan recommendations.

Staff also believes that the lots proposed for future development with single-family attached dwellings and shared amenities also meet the dimensional requirements in the Zoning Code for the TR-V2 zoning district, as well as the design criteria for lots in the Subdivision Regulations. As a condition of approval, the applicant will be required to

submit a joint cross access and maintenance agreement to govern the shared common features of the proposed development for staff review prior to recording the final plat.

Recommendation

Planning Division Recommendation (Contact Timothy M. Parks, (608) 261-9632)

The Planning Division recommends that the Plan Commission forward the preliminary plat and final plat of *First Addition to Starkweather Plat* at 111 N Walter Street to the Common Council with recommendations of **approval** subject to input at the public hearing and the conditions that follow:

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

Planning Division

1. The proposed lots will be developed with buildings that share common walls. Consistent with the requirements in MGO Section 16.23(3)(a)9., the applicant shall record a joint cross access and maintenance agreement to govern the common access to and maintenance of the shared common features of the proposed buildings, including but not limited to driveways, utilities, walkways, roofs, and exterior walls. The applicant shall provide a draft of this agreement for review and comment by City staff prior to recording.

2. The applicant and surveyor should consider whether the name of the proposed subdivision is appropriately an "addition" or if it would be more appropriate for it to be considered a "replat" of Lot 10 of Starkweather Plat. The numbering of lots in this plat should be adjusted accordingly if the name of the plat is changed.

The following conditions of approval have been submitted by reviewing agencies:

City Engineering Division (Contact Gretchen Aviles Pineiro, (608) 266-4089)

3. It is unclear how the lots that front Chicago Avenue (Lots 21-26) will be provided sanitary sewer service due to a lack of depth. The applicant shall provide a plan as to how these lots will be provided sanitary sewer service. If the intent is drain the laterals to the back (south side) of the homes, a sewer main would need to be extended in the proposed Lot 20. An easement will be required for the sewer in the outlot. Due to access problems on sewers in easements, the preference would be that this sewer main on Lot 20 would be privately owned and maintained. If the intent is to drain the lots to east through the neighboring pending development (Plan ID, LNDCSM-2025-00035, 3618 Milwaukee Street.), offsite sewer improvements by developer will be required as a condition for development.

4. The construction of this project will require that the applicant shall enter into a City/ Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement.

5. The developer shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the CSM.

6. Madison Metropolitan Sewerage District (MMSD) connection charges are due and payable prior to City Engineering Division 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.

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

8. An Erosion Control Permit is required for this project.

9. A Storm Water Management Report and Storm Water Management Permit is required for this project.

10. A Storm Water Maintenance Agreement) is required for this project.

11. This site appears to disturb less than one (1) acre of land. No submittal to the Wisconsin Department of Natural Resources (WDNR), Capital Area Regional Planning Commission (CARPC) or Department of Safety and Professional Services (DSPS) is required, as the City of Madison Building Inspection Department is an approved agent for DSPS.

12. Public streets and sidewalks adjacent to the lots in this plat will be constructed under City Contract Number 9559 and Project Number 15389. Improvements within the lots that are part of this plat shall be constructed in coordination with improvements and grades as determined in the public plans under Project Number 15389.

13. According the Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and Redevelopment Tracking System (BRRTS) database, this site has been investigated for contamination (09-13-589956 VOIT FARM PROPERTY). If contamination is encountered, follow all WDNR and Department of Safety and Professional Services (DSPS) regulations for proper handling and disposal.

14. Provide calculations for the 500-year storm event, as identified in Madison General Ordinance Chapter 37, as part of the CSM design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.

15. Submit proposed lot corner grades with the stormwater management plan as these two items must be reviewed together to properly determine stormwater overflow conditions. Prior to the issuance of building permits, submit a master stormwater drainage plan with final as-built lot corner grades. These grades may be modified from the originally proposed grades provided they continue to meet design tolerances. No building permits shall be issued prior to City Engineering's final approval of this plan.

16. Install a property boundary markers which shall consist of 25 feet of split rail fencing in either direction of a break point along the boundary of lands dedicated for public stormwater purposes at property corners or in locations that are mutually agreeable to the applicant and Engineering Division.

17. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL zone and therefore will be regulated to meet a higher standard.

18. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

19. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction periodwith the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

20. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.

21. 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).

City Engineering Division – Mapping Section (Contact Julius Smith, (608) 264-9276)

22. Provide a title report for the parcel that is being subdivided. Title work provided covers all lands prior to being platted in the Starkweather Plat, and is dated prior to recording of plat and creation of Lot 10. Provide current title work to the actual parcel that is current and shows all of the agreements that have been recorded between recording of the Starkweather Plat and the current plat. Note additional comments to cite existing recorded agreements may be forthcoming when a proper title report is provided on both the preliminary and final plat.

23. Note, given current design grades for sanitary sewer and road elevations along N Walter Street and Chicago Avenue it is not clear how sanitary sewer will be able to serve Lots 21-26. Work with City Engineering on a plan to serve these lots. Grant any easements (private or public) necessary if required to serve these lots.

24. In accordance with Chapter 236, Wisconsin Statutes, the applicant must show the type, location and width of any and all easements on a plat. Clearly identify the difference between existing easements (cite recording data) and easements which are being conveyed by the subdivision. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this subdivision

25. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final CSM.

26. Provide for review, comprehensive reciprocal easements and agreements including, but not limited to, access, parking, utilities, common areas, storm management that are necessary to accomplish the land division or site development as proposed prior to final signoff. The document(s) shall be executed and recorded immediately subsequent to the plat recording and prior to building permit issuance. Note what is currently being shown as Lot 20 is a common area that will require easements and agreements for access ingress-egress and possible utilities and stormwater easements.

27. On the face of both preliminary and final plats, note that the existing easements that were set forth on the Starkweather Plat and cite its Document No. 6056273. This would be for the two public sidewalk and the six public utility easements just noted as 'existing'.

28. Add note to preliminary and final plats that lands are subject to Document No. 1233404 as is shown on the face of the Starkweather Plat.

29. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's Office. The developer's surveyor and/or applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jule Smith, City Engineering (jsmith4@cityofmadison.com).

30. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the final plat in areas where this control exists. The surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office web site for current tie sheets and control data that has been provided by the City of Madison.

31. Prior to City Engineering Division final sign-off by main office for the plat, the final plat shall be submitted in PDF format by email to Engineering Land Records Coordinator Jule Smith (jsmith4@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

32. State the purpose of Lot 20 on the face of the plat and whether it is public or private.

33. Make a correction along the north line of plat so the sub-distances which sum up to 132.64 and the 132.63 overall match.

34. For the lead phrase in the caption located at the top of each sheet state "A Replat of Lot 10," rather than being "A Division." As the title is "First Addition to Starkweather Plat," it shall be noted that this is a replat.

35. The applicant shall submit to Jule Smith, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

    *This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The developer/surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

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

36. The applicant shall add a note to the Plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six (6) inches in width shall be constructed between all

pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

37. Prior to final sign-off, the applicant shall work with Traffic Engineering Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12' easement between lots and 6' easements on corner lots where street lights are needed.

Parking Division (Contact Trent Schultz, (608) 246-5806)

38. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of land division review. As development progresses on the subject site, residential uses with 10 or more dwelling units and other applicable uses in MGO Section 16.03 will be subject to TDM Plan review.

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

This agency has reviewed this request and recommended no conditions of approval.

Fire Department (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed this request and recommended no conditions of approval.

Forestry Section (Contact Bradley Hofmann, (608) 267-4908)

39. As defined by MGO Section 10.10, City Forestry will assess the full cost of the street tree installation to the adjacent property owner. City Forestry will determine street tree planting sites and tree species type. Street tree planting will be scheduled after there is substantial completion of the new plat development along the street segment.

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

40. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO Section 16.23.

41. All public water mains and water service laterals shall be installed by a standard City subdivision contract / City-Developer agreement. The applicant shall contact City Engineering Division to schedule the development of plans and the agreement.

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

This agency has reviewed this request and recommended no conditions of approval.

Assessor Review (Contact Carlos Aguilar Velin, (608) 267-8791)

This agency has reviewed this request and recommended no conditions of approval.

Parks Division (Contact Brian Kowalski, (608) 243-2848)

42. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(6)(f) and 20.08(2) will be required for all new residential development

associated with this project. This development is within the East Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25092.

43. Prior to signing off on the final plat, the applicant shall execute a declaration of conditions and covenants for impact fees for this development. This document will be recorded at the Register of Deeds. The applicant shall be responsible for all recording fees. The Parks Division shall be required to sign off on this plat.

44. Low-cost housing is exempt from park impact fees. This exemption only applies to those dwelling units or bedrooms within a development that are determined to be low-cost housing. This exemption does not extend to the land dedication requirements set forth under MGO Sec. 16.23(8)(f), nor any other impact fees that may apply to a development.

45. The park impact fee will be exempt for developments that meet the "low-cost housing" requirements, as defined as rental or owner-occupied housing units that are affordable, as that term is defined in MGO Section 4.22(2), and which meet the deed restriction requirements of MGO Section 4.22(7). A low-cost housing certification from the Community Development Division is required for Park Impact Fee exemptions. For projects that do not receive funding from the Community Development Division, a Land Use Restriction Agreement (LURA) with the Parks Division is required.

Office of Real Estate Services (Andy Miller, (608) 261-9983)

46. Prior to approval sign-off by the Office of Real Estate Services ("ORES") of the final plat, all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate. If any of the land within the plat boundary is under contract for sale or purchase, and said transfer will be conducted at the time of plat recording, an escrow agreement may be necessary. Please discuss closing plans with your contact in ORES in advance of signoff. When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain final sign-off.

47. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s). If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the plat boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to plat approval sign-off.

48. A Consent of Lessee certificate shall be included on the final plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off.

49. If any portion of the lands within the plat boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and executed prior to approval sign-off.

50. As of December 5, 2025, real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(4)(f)(3), the property owner shall pay all real estate taxes that are accrued or delinquent for the

subject property prior to plat recording. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off.

51. As of December 5, 2025, there are no special assessments reported for the parcels within the plat boundary. All known special assessments are due and payable prior to plat sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to MGO Section 16.23(4)(f)(3).

52. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report via email to Andy Miller in the ORES (acmiller@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the initial title report, dated September 24, 2025, submitted with the application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. The surveyor shall update the final plat with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

53. Depict, dimension, name, note and/or identify by document number all relevant easements, declarations, plans, conditions, agreements, and other documents cited in record title and the updated title report, and include relevant notes from plats or CSMs of record.

54. Revise the plat to create notes that define the purpose of and the ownership of (whether public or private) all outlots. The note for any outlot dedicated to the public shall say: "Dedicated to the public for _____ purposes."

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90617

File ID:	90617	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	10/24/2025
File Name:	CSM - 33 W Johnson St			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Drury Madison, LLC located at 33 W Johnson Street (District 4).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 66.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, CSM Application.pdf, Proposed CSM.pdf, Link to Rezoning Ord File 90915, Link to Cond Use File 90613

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	10/27/2025	Maggie McClain	Approve	11/14/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	10/27/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Plan Commission (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.					
1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER				Pass

Action Text: A motion was made by Solheim, seconded by Wasniewski, to RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the Certified Survey Map be re-referred to the January 12, 2026 Plan Commission (January 27, 2026 Common Council) pending a recommendation by the Urban Design Commission on the related conditional use request (ID 90613). The motion to recommend re-referral passed by voice vote/ other.

Text of Legislative File 90617

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by Drury Madison, LLC located at 33 W Johnson Street (District 4).

Body
WHEREAS a Certified Survey Map of property owned by Drury Madison, LLC located at 33 W Johnson Street, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

City of Madison

Rezoning, Conditional Use & Certified Survey Map Referral

Location

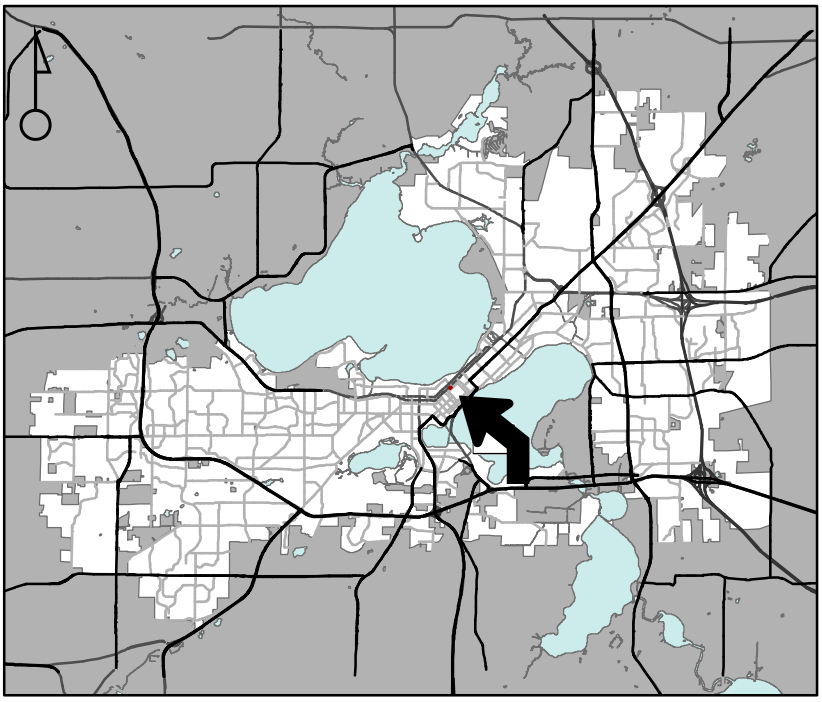
33 W Johnson Street

Applicant

Brenda McClure, Potter Lawson
Bruce Pfeifer, Drury Madison, LLC

Requests

- Rezone from PD to UMX
- Create two lots by CSM
- Construct eight-story, 205-room hotel on proposed Lot 1



Public Hearing Dates

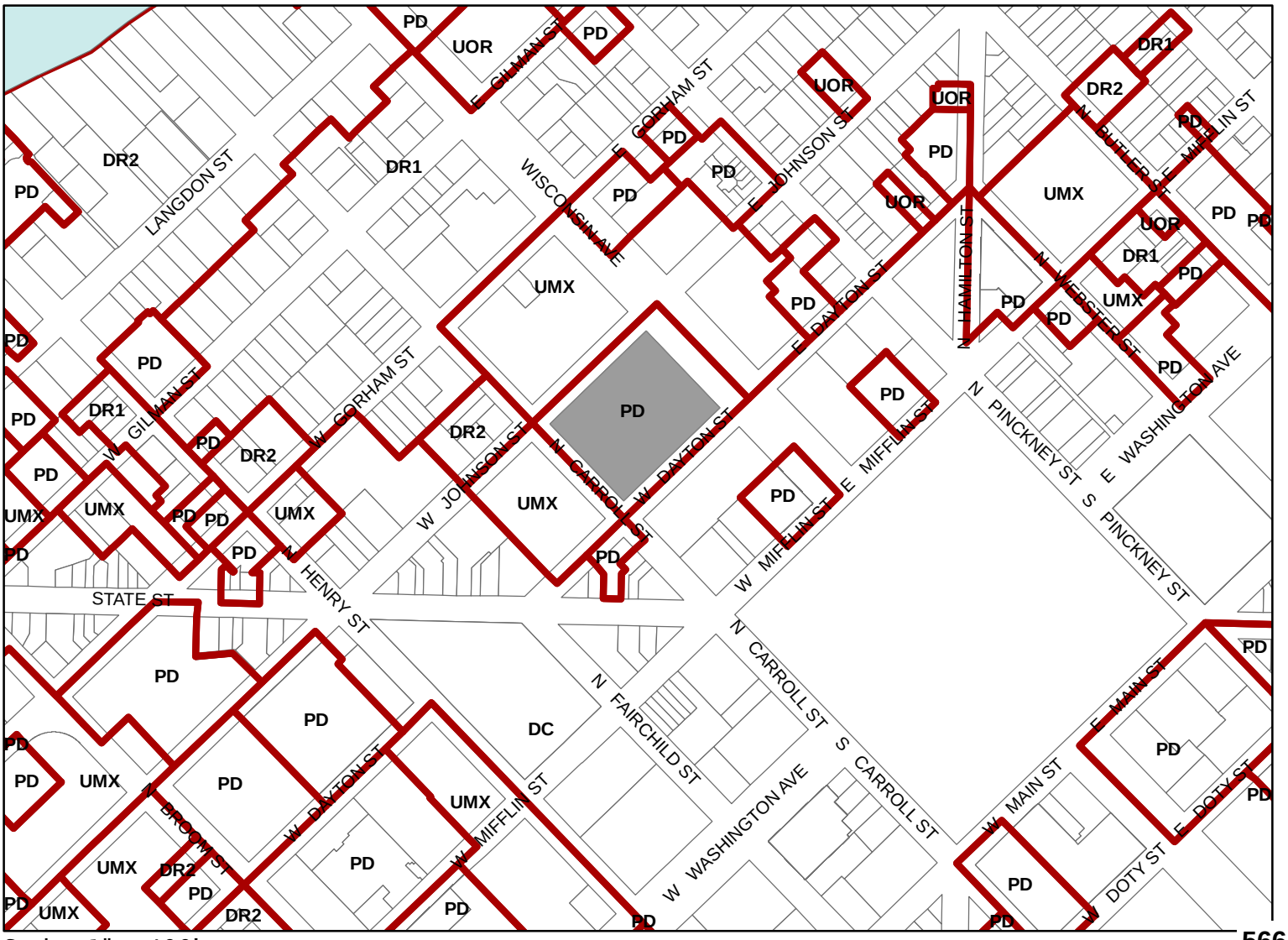
Plan Commission

January 12, 2026

Common Council

January 27, 2026

For Questions Contact: Colin Punt at: 243-0455 or cpunt@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : JC : Date : 10-27-

City of Madison

33 W Johnson Street

Date of Aerial Photography : Spring 2021

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 10/20/25 9:30 a.m.
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: Madison Area Techinical College Representative, if any: _____

Street address: _____ City/State/Zip: _____

Telephone: _____ Email: _____

Firm Preparing Survey: JSD Professional Services Contact: Todd Buhr

Street address: 507 W. Verona Ave City/State/Zip: Verona, WI 53593

Telephone: 608-893-0103 Email: todd.buhr@jsdinc.com

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 33 W. Johnson Street

Tax Parcel Number(s): 251/0709-144-2303-6

Zoning District(s) of Proposed Lots: Planned Development School District: Madison Metro

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential			
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use): School/Hotel	2		
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	2		

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

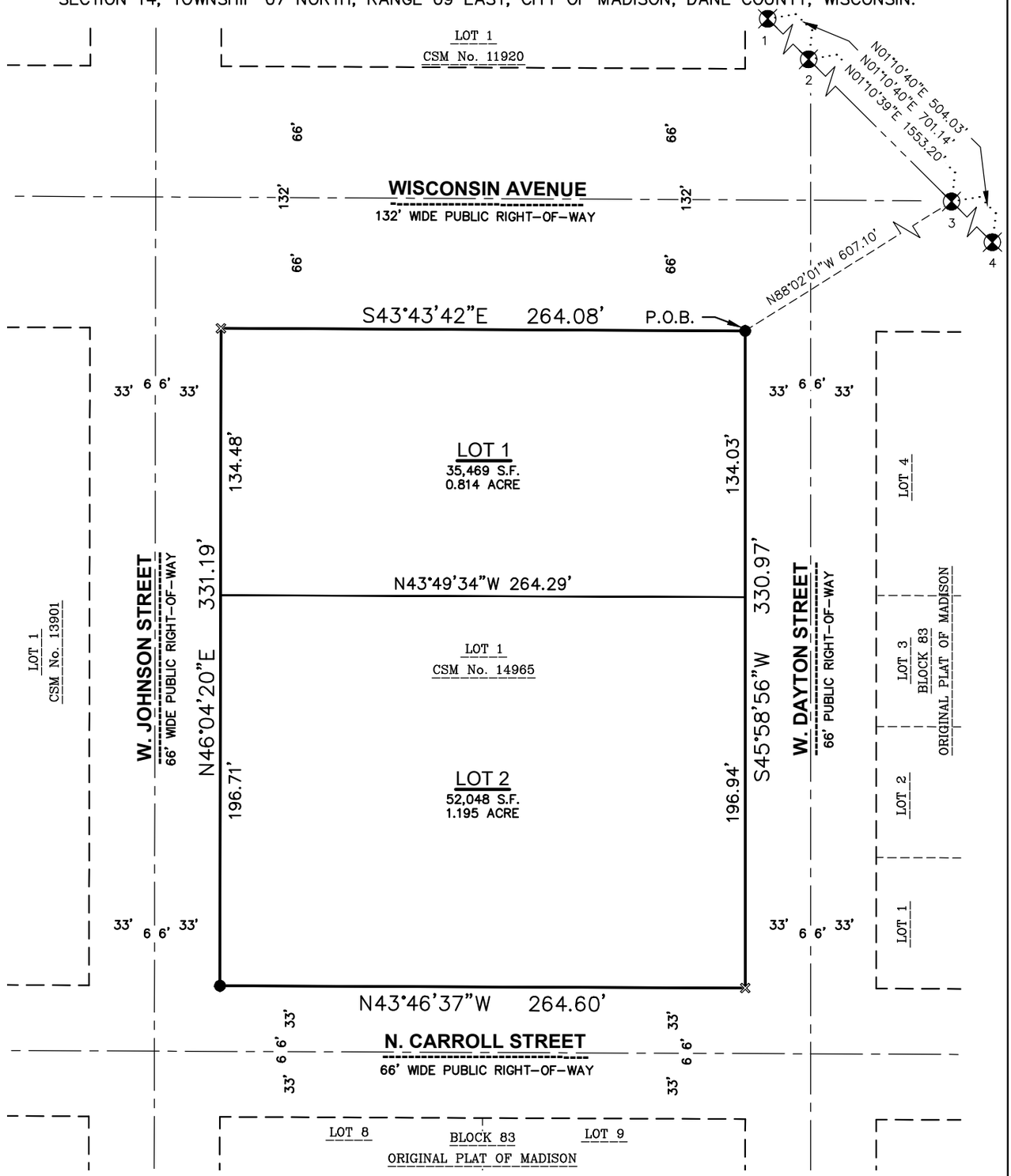
The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Todd Buhr Signature: Todd J. Buhr

Date: 10-20-2025 Interest In Property On This Date: 10-20-2025

CERTIFIED SURVEY MAP NO. _____

LOT 1, CERTIFIED SURVEY MAP No. 14965, RECORDED IN VOLUME 105, ON PAGES 198–202, AS DOCUMENT No. 5451571, LOCATED IN GOVERNMENT LOT 1 OF THE FRACTIONAL SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 07 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



LEGEND

- GOVERNMENT CORNER
- CHISELED 'X' FOUND
- 3/4" REBAR FOUND
- PLAT BOUNDARY
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- SECTION LINE

NOTES

1. FIELD WORK PERFORMED ON JULY 23 AND 24, 2025.
2. BEARINGS FOR THIS SURVEY AND MAP ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY. THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 14–07–09, RECORDED AS S01°10'39"W.
3. SEE SHEET 2 FOR EXISTING BUILDINGS, SHEET 3 FOR EXISTING EASEMENTS, AND SHEET 4 FOR NEW EASEMENTS.

north

0 35' 70'

SCALE: 1" = 70'

SECTION CORNERS

1 – TRUE EAST 1/4 OF SECTION 14–07–09
N: 485591.15 E: 821223.10

2 – EAST 1/4 MEANDER OF SECTION 14–07–09
N: 484890.16 E: 821208.69

3 – SOUTHEAST MEANDER OF SECTION 14–07–09
N: 483337.29 E: 821176.77

4 – TRUE SOUTHEAST OF SECTION 14–07–09
N: 482833.37 E: 821166.41

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO: 25–15453
FIELDBOOK/PG: –
SHEET NO: 1 OF 7

SURVEYED BY: NM
DRAWN BY: CMD

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

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PRELIMINARY

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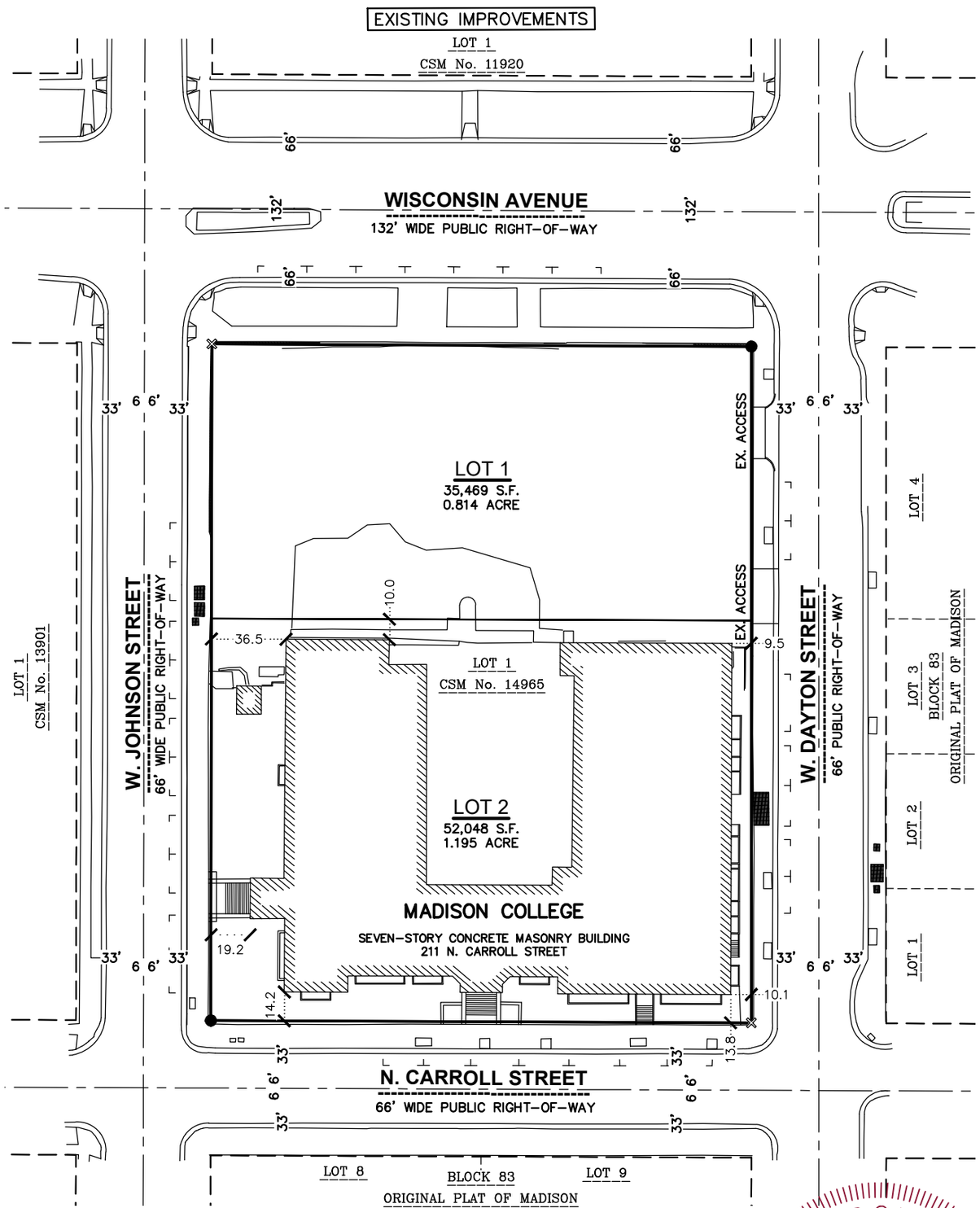

LEGEND

- CHISELED 'X' FOUND
- 3/4" REBAR FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- SECTION LINE
- BUILDING
- EDGE OF PAVEMENT

north

0 35 70

SCALE: 1"=70'

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO:	25-15453	SURVEYED BY:	NM
FIELDBOOK/PG:	-	DRAWN BY:	CMD
SHEET NO:	2 OF 7		

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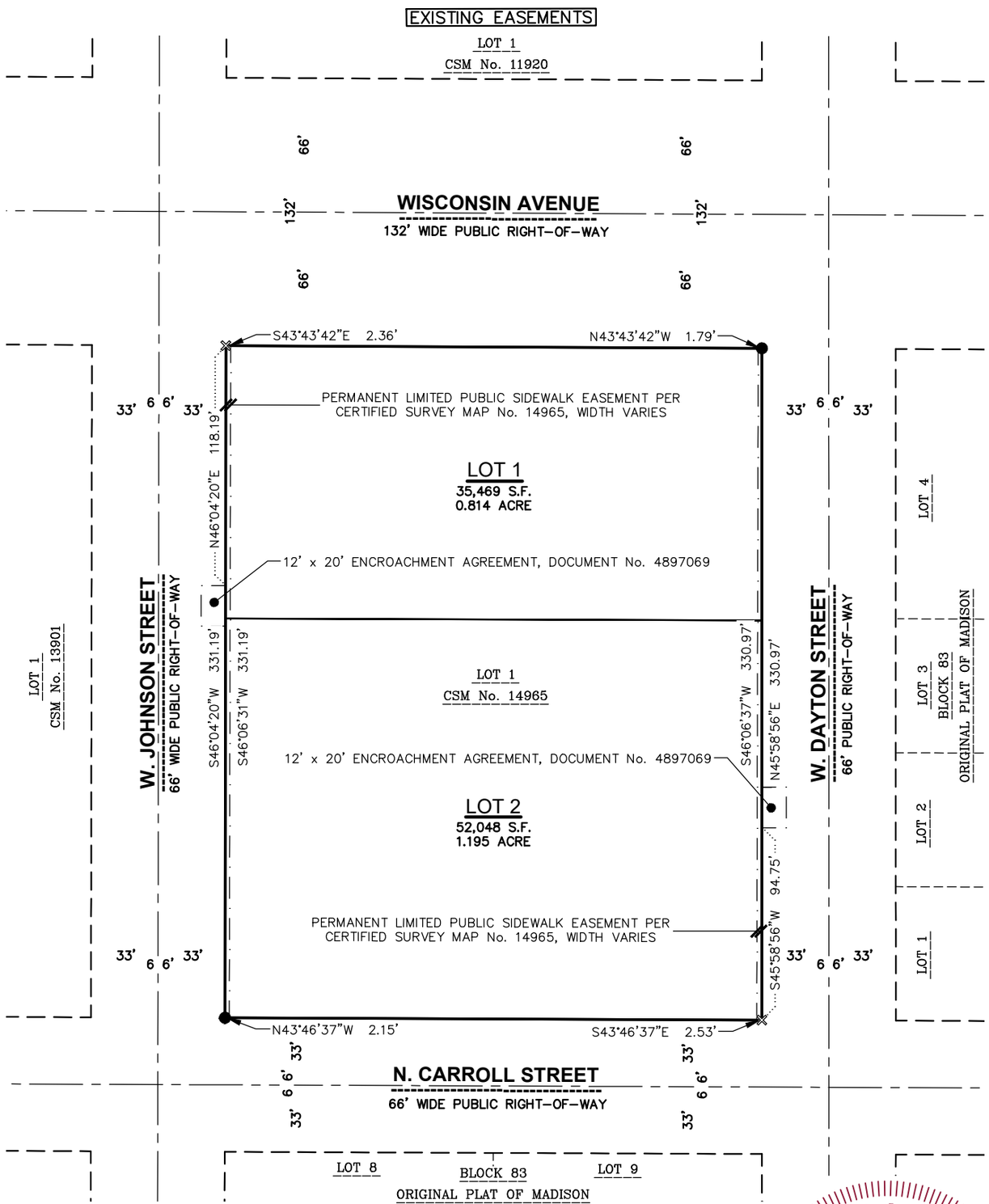

LEGEND

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- ● 3/4" REBAR FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- SECTION LINE
- EXISTING EASEMENT LINE

north

0 35 70

SCALE: 1"=70'

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO: 25-15453
FIELDBOOK/PG: -
SHEET NO: 3 OF 7

SURVEYED BY: NM
DRAWN BY: CMD

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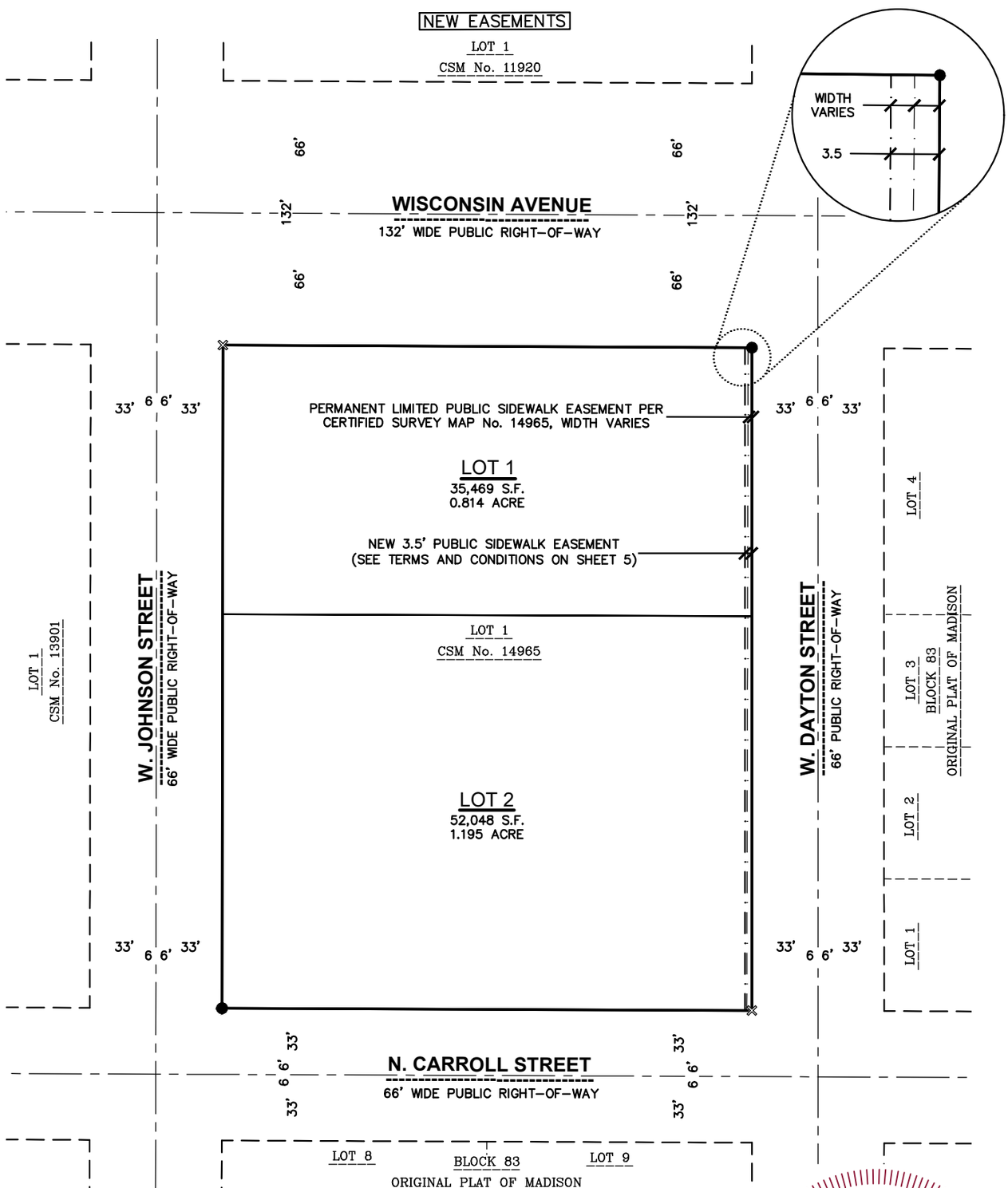

LEGEND

- ⊗ CHISELED 'X' FOUND
- ● 3/4" REBAR FOUND
- PLAT BOUNDARY
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- NEW EASEMENT LINE
- EXISTING EASEMENT LINE

north

0 35 70

SCALE: 1"=70'

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO:	25-15453	SURVEYED BY:	NM
FIELDBOOK/PG:	-	DRAWN BY:	CMD
SHEET NO:	4 OF 7		

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C.S.M. NO. _____

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LEGAL DESCRIPTION

LOT 1, CERTIFIED SURVEY MAP No. 14965, RECORDED IN VOLUME 105, ON PAGES 198–202, AS DOCUMENT No. 5451571, LOCATED IN GOVERNMENT LOT 1 OF THE FRACTIONAL SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 07 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

SAID PARCEL CONTAINS 87,517 SQUARE FEET OR 2.009 ACRES.

SURVEYOR'S CERTIFICATE

I, TODD J. BUHR, PROFESSIONAL LAND SURVEYOR S–2614, DO HEREBY CERTIFY THAT BY DIRECTION OF DRURY SOUTHWEST, INC, I HAVE SURVEYED, DIVIDED AND MAPPED, THE LANDS DESCRIBED HEREON, AND THAT THE MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY OF THE LANDS SURVEYED AND THE DIVISION THEREOF, IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

_____ _____

TODD J. BUHR, S–2614 DATE

PROFESSIONAL LAND SURVEYOR

PUBLIC SIDEWALK AND BIKE PATH EASEMENTS:

CREATION OF EASEMENT RIGHTS: A PERMANENT EASEMENT OVER, ACROSS A PORTION OF THE PROPERTY (THE "EASEMENT AREA") IS ESTABLISHED, MEMORIALIZED, RESERVED BY, GRANTED, CONVEYED, TRANSFERRED AND ASSIGNED TO THE CITY OF MADISON FOR THE USES AND PURPOSES HEREINAFTER SET FORTH. THE EASEMENT AREA MAY BE USED BY THE CITY OF MADISON FOR PUBLIC SIDEWALK AND BIKE PATH PURPOSES. CITY OF MADISON AND ITS EMPLOYEES, AGENTS AND CONTRACTORS SHALL HAVE THE RIGHT TO CONSTRUCT, INSTALL, MAINTAIN, OPERATE, REPAIR, REPLACE AND RECONSTRUCT THE PUBLIC SIDEWALK AND BIKE PATH WITHIN THE EASEMENT AREA. CITY OF MADISON SHALL HAVE THE FURTHER RIGHT OF INGRESS AND EGRESS TO AND FROM THE EASEMENT AREA IN ORDER TO EXERCISE ITS RIGHTS AND PRIVILEGES HEREUNDER, AND TO CUT AND REMOVE TREES, VEGETATION AND OTHER IMPEDIMENTS IN THE EASEMENT AREA WHICH MAY OBSTRUCT OR INTERFERE WITH THE ACTUAL OR POTENTIAL USE OF THE EASEMENT AREA FOR THE FOREGOING PURPOSES.

PROPERTY RESTORATION: CITY OF MADISON SHALL REPAIR ANY DAMAGE CAUSED TO ANY PAVEMENT, CONCRETE OR TURF LOCATED WITHIN THE EASEMENT AREA AND/OR THE PROPERTY AS A RESULT OF THE USE OF THE EASEMENT AREA BY OR ON BEHALF OF THE CITY OF MADISON AS PROVIDED HEREIN. FOLLOWING COMPLETION OF ANY EXCAVATION WORK, CITY OF MADISON SHALL PROMPTLY RESTORE THE AREA AFFECTED BY THE WORK TO THE ORIGINAL GRADE AND SURFACE CONDITION INCLUDING THE REPAIR OR REPLACEMENT OF PAVEMENT, CONCRETE AND TURF.

LIMITATIONS ON USE OF EASEMENT AREA: THE OWNER OF THE PROPERTY SHALL HAVE THE RIGHT TO USE THE EASEMENT AREA FOR ANY PURPOSE, PROVIDED SUCH USE SHALL NOT INTERFERE WITH THE EASEMENT RIGHTS OF THE CITY OF MADISON HEREUNDER. NO BUILDINGS OR STRUCTURES OR FENCES UNRELATED TO THE PUBLIC USE SHALL BE CONSTRUCTED IN AND NO GRADE CHANGE SHALL BE MADE TO THE EASEMENT AREA WITHOUT THE WRITTEN CONSENT OF THE CITY OF MADISON'S ENGINEERING DIVISION CITY ENGINEER.

BINDING EFFECT: THIS EASEMENT SHALL RUN WITH THE LAND DESCRIBED HEREIN AND SHALL BE BINDING UPON THE OWNERS OF THE PROPERTY, AND THEIR SUCCESSORS IN INTEREST.

RELEASE OF RIGHTS TO EASEMENTS CREATED BY PLAT: ANY RELEASE OF RIGHTS THAT WERE PLACED ON PLATTED LAND WHICH WAS REQUIRED BY A PUBLIC BODY OR WHICH NAMES A PUBLIC BODY OR PUBLIC UTILITY AS GRANTEE SHALL BE RELEASED BY RECORDING A SEPARATE EASEMENT RELEASE DOCUMENT WITH THE DANE COUNTY REGISTER OF DEEDS IN ACCORDANCE WITH SS236.293.

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO:	25–15453	SURVEYED BY:	NM
FIELDBOOK/PG:	–	DRAWN BY:	CMD
SHEET NO:	5 OF 7		

VOL. _____ PAGE _____

DOC. NO. _____

C.S.M. NO. _____

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PRELIMINARY

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OWNER'S CERTIFICATE

MADISON AREA TECHNICAL COLLEGE DISTRICT AND AREA, VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT No. 4, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION HAS CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED, AS REPRESENTED HEREON. SAID CORPORATION FURTHER CERTIFIES THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.34, WISCONSIN STATUTES TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL.

IN WITNESS WHEREOF, THE SAID MADISON AREA TECHNICAL COLLEGE DISTRICT AND AREA, VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT No. 4 HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS REPRESENTATIVES THIS _____ DAY OF _____, 2025.

MADISON AREA TECHNICAL COLLEGE DISTRICT AND AREA, VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT No. 4

_____

_____, MANAGING MEMBER

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____ , 2025, THE ABOVE NAMED REPRESENTATIVES OF THE ABOVE NAMED DRURY TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, DANE COUNTY, WISCONSIN MY COMMISSION EXPIRES

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO:	25–15453	SURVEYED BY:	NM
FIELDBOOK/PG:	–	DRAWN BY:	CMD
SHEET NO:	6 OF 7		

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DOC. NO. _____
C.S.M. NO. _____

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CITY OF MADISON PLAN COMMISSION APPROVAL

APPROVED FOR RECORDING PER CITY OF MADISON PLAN COMMISSION ACTION OF _____ ,2025.

_____ _____

MATTHEW WACHTER, SECRETARY
CITY OF MADISON PLAN COMMISSION

DATE

CITY OF MADISON COMMON COUNCIL APPROVAL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MADISON WAS HEREBY APPROVED BY ENACTMENT NUMBER _____ , FILE ID NUMBER _____ , ADOPTED ON THE _____ DAY OF _____ , 2025, AND THAT SAID ENACTMENT FURTHER PROVIDED FOR THE ACCEPTANCE OF THOSE LANDS DEDICATED AND RIGHTS CONVEYED BY SAID CERTIFIED SURVEY MAP TO THE CITY OF MADISON FOR PUBLIC USE.

DATED THIS _____ DAY OF _____ , 2025

_____

LYDIA McCOMAS, CITY CLERK
CITY OF MADISON

WISCONSIN
TODD J. BUHR S–2614 DEFOREST, WI
LAND SURVEYOR

OFFICE OF THE REGISTER OF DEEDS

_____ COUNTY, WISCONSIN

RECEIVED FOR RECORD_____,

20____ AT_____O'CLOCK____M

AS DOCUMENT #_____

IN VOL._____OF CERTIFIED

SURVEY MAPS ON PAGE(S)_____

_____

REGISTER OF DEEDS

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
DRURY HOTEL DEVELOPMENT
211 N. CARROL ST
MADISON, WI

PROJECT NO:	25–15453	SURVEYED BY:	NM
FB/PG:	–	DRAWN BY:	CMD
SHEET NO:	7 OF 7		

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City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90618

File ID:	90618	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	10/24/2025
File Name:	CSM - 411-433 W Gilman St			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by LCD Acquisitions, LLC located at 411-433 W Gilman Street (District 2).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 67.

Sponsors: Planning Division

Effective Date:

Attachments: CSM Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf, Link to Rezoning Ord File 90916, Link to Cond Use File 90614

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	10/27/2025	Maggie McClain	Approve	11/14/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	10/27/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Plan Commission (12/15/25), Common Council (1/13/26)						
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION			Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.						
1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER				Pass

Action Text: A motion was made by Solheim, seconded by Wasniewski, to RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Wasniewski, the Plan Commission recommended to the Common Council that the Certified Survey Map be re-referred to the February 2, 2026 Plan Commission (February 10, 2026 Common Council) pending a recommendation by the Landmarks Commission on the demolition of the existing buildings on the subject site. The motion to recommend re-referral passed by voice vote/ other.

Text of Legislative File 90618

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by LCD Acquisitions, LLC located at 411-433 W Gilman Street (District 2).

Body
WHEREAS a Certified Survey Map of property owned by LCD Acquisitions, LLC located at 411-433 W Gilman Street, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 10/20/25 11:31 a.m.
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: LCD Acquisitions, LLC — Representative, if any: Jason Doornbos
Street address: 315 Oconee Street — City/State/Zip: Athens, GA 30601
Telephone: 470-517-6035 — Email: [redacted]

Firm Preparing Survey: Vierbicher — Contact: Kevin Pape
Street address: 999 Fourier Drive, Suite 201 — City/State/Zip: Madison, WI 53705
Telephone: 608-821-3955 — Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 411, 415, 421, 425, 433 W Gilman Street
Tax Parcel Number(s): 0709-232-0104-3; 0709-232-0105-1; 0709-232-0106-9; 0709-232-0107-7; 0709-232-0108-5
Zoning District(s) of Proposed Lots: DC; UMX — School District: Madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1	0	0.901
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	1		0..901

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☒ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☒ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☒ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

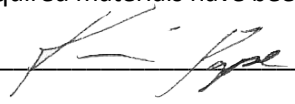
☒ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Kevin Pape Signature: 

Date: 10/20/2025 Interest In Property On This Date: Surveyor

LANDMARK PROPERTIES
315 Oconee St
Athens, GA 30601
P 706.543.1910
www.landmark-properties.com

October 20, 2025

City of Madison Planning Department
215 Martin Luther King, Jr. Blvd.
Madison, WI 53710-2985

Re: Letter of Intent
411 West Gilman Street

On behalf of LCD Acquisitions, LLC, we are pleased to submit the attached formal application packet. This Letter of Intent and accompanying packet outlines our request for redevelopment of 411 West Gilman Street, located between State Street and University Avenue, into a mixed-use development featuring affordable student housing and ground-floor commercial retail space.

Applicant:
LCD Acquisitions, LLC, 315 Oconee Street, Athens, GA 30601
Contact: Jason Doornbos | jdoornbos@LandmarkProperties.com | 470-517-6035

Owners:
411 West Gilman Street
Cook and Erickson
203 E. Main St., Apt. 315, Waunakee, WI 53597

415 West Gilman
Master Hall Associates, LLP
401 N. Carroll St., Madison, WI 53703

421 West Gilman
421 West Gilman Street, LLC
121 S. Brittingham Place, Madison, WI 53715

425 West Gilman
Mullins Apartments, LLP
401 N. Carroll St., Madison, WI 53703

433 West Gilman
Fisher Construction, Inc.
Ridgeview Investments of Madison, LLP
N17W24222 Riverwood Drive, Ste. 250
Waukesha, Wisconsin 53188

Architect:
Myefski Architects, Inc., 400 North Michigan Avenue, Suite 400, Chicago, IL 60611
Contact: John Myefski | jmyefski@myefski.com | 312.763.2400

Civil Engineer and Site Landscape:
Vierbicher, 999 Fourier Drive, Suite 201, Madison, WI 53717
Contact: Sarah Church | Schu@vierbicher.com | 608.821.3943

The applicant requests approval for the following:
- Rezone one (1) parcel from Downtown Core (DC) to Urban Mixed Use (UMX)
- Conditional Use
  - New construction greater than 20,000 square feet
  - New construction of a building in UMX District greater than eight (8) units
  - Rooftop outdoor recreation
- Demolition of existing structures
- CSM to create one (1) lot for development

Site Data / Parcels:
The development will combine five (5) parcels; from 411-433 West Gilman Street. All parcels are currently zoned UMX except for 411 West Gilman. This application includes a request to rezone 411 West Gilman from DC to UMX.

Address	Existing Use	PIN	Existing Zoning	Acreage
411 West Gilman	Restaurant	0709-232-0104-3	DC	4,378 SF
415 West Gilman	Apartments	0709-232-0105-1	UMX	13,093 SF
421 West Gilman	Apartments	0709-232-0106-9	UMX	4,356 SF
425 West Gilman	C-2 Parking Lot	0709-232-0107-7	UMX	9,535 SF
433 West Gilman	Apartments	0709-232-0108-5	UMX	7,896 SF

Legal Description:

Lots 5-6, Block 10, University Addition to Madison, recorded in Volume A of Plats on Page 9 as Document Number 109 and Part of Lots 4-5, all of Lots 6-7, and part of Lot 8, Block 39, Original Plat of Madison, recorded in Volume A of Plats on Page 3, as Document Number 102, Dane County Registry, located in the NE1/4 of the NW1/4 and the NW1/4 of the NE1/4 of Section 23, T7N, R9E, City of Madison, Dane County, Wisconsin, described as follows: Commencing at the north quarter corner of said Section 23; thence S00°00'48"W, 232.64 feet along the west line of said NE1/4 to a point on the southeasterly right of way line of West Gilman Street and point of beginning; thence N46°20'54"E, 156.05 feet along said southeasterly right of way line; thence S43°38'24"E, 132.16 feet to a point on the northwesterly line of Lot 11, Block 13, Original Plat of Madison; thence S46°23'36"W, 297.18 feet along the northwesterly line of Lots 11-14, Block 39, said Original Plat of Madison and the northwesterly line of Lot 1, Certified Survey Map Number 14091, recorded in Volume 94 of Certified Survey Maps on Pages 285-290, as Document Number 5189753; thence N43°45'00"W, 131.93 feet along the northeasterly line of said Lot 1 to said southeasterly right of way line of West Gilman Street; thence N46°20'54"E, 141.39 feet along said southeasterly right of way line to the point of beginning.

Contains 39,258 square feet (0.901 acres).

Project Description:
The proposed project is a mixed-use development featuring 260 residential units, a ground-level lobby and leasing area, and retail tenant space. Resident amenities will be located on Level 11 and include a clubhouse, fitness room, and an outdoor amenity deck with a pool. The building's east side will rise 10 stories and feature a rooftop amenity deck, while the west side will reach 15 stories. Two ground-floor

units will be designed in a walk-up style, with the remaining residences ranging from studio to five-bedroom apartments.

The project is designed to utilize the recently adopted downtown height ordinance amendment, enabling additional floors in exchange for dedicating 10% of the beds to students in need of financial assistance. These designated beds will be offered at a discounted rental rate through collaboration with the University of Wisconsin.

Parking will be provided in two levels of structured parking between the ground floor and basement, with access via a single entrance on Gilman Street. Long-term bike parking will be available in dedicated parking rooms on the ground floor and in the basement, while short-term bike parking will be located along Gilman Street and the sidewalks on the east and south sides of the project.

Project Description (Cont.):
The architectural design is composed of two distinct masses. The first, or base mass, features four differentiated elevations to break up the street façade. One of these façades will pay homage to the existing 433 West Gilman / Stratford Apartments architecture in an effort to honor the neighborhood's character. The rest of the base mass will be primarily constructed with brick veneer to further harmonize with the surrounding context.

The second mass begins at Level 5 and is set back from the base with varying heights to create visual interest. Its façade will consist of a window wall system incorporating a mix of clear glazing, spandrel glass, and composite metal panels. Vertical and horizontal articulation will be achieved through window wall glazing wrapping the building and balconies that punctuate and break up the upper façade.

Project Summary:

Site

Site Area:	39,258
Gross FAR Area:	387,012
FAR:	986%

Building Coverage

Allowed:	90% max coverage
Provided:	89% at 34,891 square feet

Building Height Limitations

Downtown Height:	12 stories (172'-0") / 8 stories (116'-0) / 6 stories (88'-0)* Or Capital View Preservation Limit
Proposal:	15 Stories / 11 Stories / 7 stories* Capital View Preservation Limit, max height not exceeded

**State Street Setback*

Multi-Family Housing

Studio	4
1 bedroom	3
1 bedroom (DO**)	35
2 bedroom	25
2 bedroom (DO**)	60
3 bedroom	10
4 bedroom	38
5 bedroom	85
Total Units:	260

***DO= Double Occupancy*

Bedrooms Total	974
Retail Square Footage	2,544

Vehicle Parking

First Floor	34
Basement	38
Total	72

20% of vehicle parking to be EV ready, 2% to be EV Installed.

Project Summary (Cont.):

Bike Parking:	
Long Term Required:	430.5 spaces
Provided:	
First Floor	93
Basement	305
On Grade	33
Total:	431
Short Term Required:	27.3
Provided:	28 on grade

Project Schedule:

Initial Staff Meetings:	May 12, 2025
Meeting with Alder Ochowicz:	June 26, 2025
Development Assistance Team (DAT) Meeting:	July 17, 2025
Follow up Meeting with City Planning and Zoning Staff:	August 4, 2025
UDC Informational Meeting:	September 3, 2025
Joint Campus Area Committee (JCAC) Meeting:	September 25, 2025
Neighborhood Post Card Meeting with Staff and Alder:	September 29, 2025
Formal LUA and CSM Submittal:	October 20, 2025
Target Construction Commencement Date:	Fall 2026
Target Occupancy:	Fall 2029

Adopted Plan & Review Standards:
The proposed development aligns closely with the principles outlined in the *City of Madison Downtown Plan*, advancing its vision for a vibrant, walkable, and contextually sensitive urban core. The design thoughtfully integrates urban design, neighborhood context, and architectural continuity to strengthen the public realm and contribute to downtown's evolving identity.

At the street level, a transparent lobby and active retail frontage enhances pedestrian vitality in keeping with the Plan's call for animated, people-oriented streets. Service areas are discreetly recessed to preserve an uninterrupted pedestrian experience, while the building base reinterprets the façade of 433 West Gilman, extending its established rhythm and materials across the frontage. Awnings and canopies provide weather protection and reinforce a cohesive streetscape character consistent with the Plan's recommendations for human-scaled design.

The building's massing responds directly to its surroundings, employing a stepped podium and tower to minimize perceived height and maintain compatibility with adjacent structures. The inclusion of affordable student housing supports the Plan's goals for a diverse and inclusive residential downtown, while contributing to increased density in a thoughtfully calibrated manner. The tiered height strategy follows Madison's Downtown Height Map, transitioning from 8 stories near State Street to 11 stories mid-block, and culminating in a 15-story volume on the west. The design carefully respects the Capitol Viewshed height limit of 187'-2 1/2" above Gilman Street, ensuring the skyline remains harmonious with the city's iconic silhouette.

Conditional Use Approval Standards:

1. *The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.*
   - The proposed mixed-use development, which includes internal vehicular parking, is compatible and consistent with the surrounding uses and will not create conditions detrimental to public health, safety, or general welfare.

2. *The City is able to provide municipal services to the property where the conditional use is proposed, given due consideration of the cost of providing those services.*
   - The subject property is already served by existing municipal infrastructure, and the proposed conditional use will not place undue demand on the services.

3. *The uses, values, and enjoyment of other property in the neighborhood for purposes already established will not be substantially impaired or diminished in any foreseeable manner.*
   - The proposed project is compatible and consistent with surrounding uses and is not anticipated to impair or diminish the existing uses, values, or enjoyment of neighboring properties in any foreseeable manner.

4. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*
   - The proposed conditional use is compatible and consistent with surrounding properties and will not hinder the normal and orderly development or improvement of nearby properties for permitted uses within the district.

5. *Adequate utilities, access roads, drainage, parking supply, internal circulation improvements, including but not limited to vehicular, pedestrian, bicycle, public transit, and other necessary site improvements have been or are being provided.*
   - The proposed project includes the necessary site improvements to adequately support the development without adverse impacts on surrounding properties.

6. *The conditional use conforms to all applicable regulations of the district in which it is located.*
   - The proposed project meets the standards of the UMX zoning district and downtown plan.

7. *When applying the above standards to an application by a community living arrangement, the Plan Commission shall:*
   - Not Applicable. Community living is not proposed.

8. *When applying the above standards to any new construction of a building or an addition to an existing building the Plan Commission shall find that the project creates an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose for the zoning district. In order to find that this standard is met, the Plan Commission may require the applicant to submit plans to the Urban Design Commission for comment and recommendation.*
   - The project team met with the Design Assistance Team (DAT) on July 17 and August 4, 2025, to receive guidance on the design direction. The proposed project is now being submitted to the Urban Design Commission (UDC) review and consideration.

Conditional Use Approval Standards (Cont.):

9. *When applying the above standards to an application for a reduction in off-street parking requirements, the Plan Commission shall consider and give decisive weight to all relevant facts, including but not limited to, the availability and accessibility of alternative parking; impact on adjacent residential neighborhoods; existing or potential shared parking arrangements; number of residential parking permits issued for the area; proximity to transit routes and/or bicycle paths and provision of bicycle racks; the proportion of the total parking required that is represented by the requested reduction; the proportion of the total parking required that is decreased by Sec. 28.141. The characteristics of the use, including hours of operation and peak parking demand times design and maintenance of off-street parking that will be provided; and whether the proposed use is now or a small addition to an existing use.*
   - The proposed project meets the vehicle and bicycle parking requirements for the Urban Mixed Use (UMX) zoning district as illustrated on the Development Matrix included in this packet. The site is situated near transit routes, bicycle paths, and vehicle sharing stations.

10. *When applying the above standards to telecommunication facilities, the Plan Commission shall consider the review of the application by a professional engineer required by Sec. 28.143.*
   - Not Applicable.

11. *When applying the above standards to an application for height in excess of that allowed in the district, the Plan Commission shall consider recommendations in adopted plans; the impact on surrounding properties, including height, mass, orientation, shadows and view; architectural quality and amenities; the relationship of the proposed building(s) with adjoining streets, alleys, and public rights of ways; and the public interest in exceeding the district height limits.*
   - Not Applicable.

12. *When applying the above standards to lakefront development under Sec. 28.138, the Plan Commission shall consider the height and bulk of principal buildings on the five (5) developed lots or three hundred (300) feet on either side of the lot with the proposed development.*
- Not Applicable.

13. *When applying the above standards to an application for height in excess of that allowed by Section 28.071(2)(a) Downtown Height Map for a development located within the Additional Height Areas identified in Section 28.071(2)(b), the Plan Commission shall consider the recommendations in adopted plans, and no application for excess height shall be granted by the Plan Commission unless it finds that all of the following conditions are present:*
    a. *The excess height is compatible with the existing or planned (if the recommendations in the Downtown Plan call for changes) character of the surrounding area, including but not limited to the scale, mass, rhythm, and setbacks of buildings and relationships to street frontages and public spaces.*
    b. *The excess height allows for a demonstrated higher quality building than could be achieved without the additional stories.*
    c. *The scale, massing and design of new buildings complement and positively contribute to the setting of any landmark buildings within or adjacent to the projects and create a pleasing visual relationship with them.*
    d. *For projects proposed in priority viewsheds and other views and vistas identified on the Views and Vistas Map in the City of Madison Downtown Plan, there are no negative impacts on the viewshed as demonstrated by viewshed studies prepared by the applicant.*
   - Not Applicable.

Conditional Use Approval Standards (Cont.):

14. *When applying the above standards to an application to redevelop a site that was occupied on January 1, 2013 by a building taller than the maximum building height allowed by Section 28.071(2)(a) Downtown Height Map, as provided by Section 28.071(2)(a)1., no application for excess height shall be granted by the Plan Commission unless it finds that all the following additional conditions are also present:*
    a. *The new building is entirely located on the same parcel as the building being replaced.*
    b. *The new building is not taller in stories or in feet than the building being replaced.*
    c. *The new building is not larger in total volume than the building being replaced.*
    d. *The new building is consistent with the design standards in Section 28.071(3) and meets all of the dimensional standards of the zoning district other than height.*
    e. *The Urban Design Commission shall review the proposed development and make a recommendation to the Plan Commission.*
    - Not Applicable.

15. *When applying the above standards to an application for limited production and processing use, the Plan Commission shall consider the effect of such a use on the surrounding properties, including the effects of odors, noise, vibration, glare, hours of operation, and other potential side effects of a manufacturing process.*
    - Not Applicable.

16. *When applying the above standards to an application for allowable projections into the capitol view height area, the Plan Commission shall only approve the projection if it determines the encroachment is the minimum necessary and does not significantly impact the long views of the State Capitol building.*
    - Not Applicable.

Downtown Design Guidelines:
Site Design + Building Placement

Orientation:
The development reinforces the urban block with a consistent street wall and tiered massing that supports residential density while respecting neighborhood scale. At the street level, a transparent lobby and active retail frontage enhance pedestrian vitality. A parking garage and service areas are discreetly recessed to preserve an uninterrupted pedestrian experience, while the building base reinterprets the façade of 433 West Gilman, extending its established rhythm and materials across the frontage. Awnings and canopies integrate signage, provide weather protection, and reinforce a cohesive streetscape character, contributing to a contextually appropriate and engaging public realm.

Access + Site Circulation:
The primary entrances for both the residential lobby and retail spaces are located along Gilman Street, offering a transparent and direct visual connection to the active interior spaces while creating a welcoming street presence. Service functions, including garage and refuse access, are recessed from view to minimize their impact and preserve the integrity of the streetscape. Vehicle parking is provided at the ground level and within the basement, while bicycle parking is available along Gilman Street, on the east sidewalk, and within the open area on the south side of the project. Long-term bicycle parking is accommodated on the ground floor and in the basement.

Useable Open Space – Residential Development:
The project prioritizes resident well-being through a variety of open spaces, including three (3) internal courtyards that bring natural light into the building's core and create calm, inviting areas for study and gathering. Balconies provide private outdoor access and reinforce the building's architectural rhythm, while a landscaped amenity deck on Level 11 offers active recreational space with expansive views of Madison. Together, these features enhance livability and strengthen the building's overall design integrity.

Landscaping:
Landscaping along Gilman Street will enhance the streetscape character through a native planting approach that complements the surrounding context. The east walkway and south open space will feature contextual landscaping and site-sensitive detailing designed to enrich the project's identity while fostering a safe and welcoming environment.

Lighting:
Lighting will be designed to create a comfortable neighborhood ambiance while enhancing site safety and reinforcing the project's overall visual cohesion. Special attention will be given to light the ground floor around the entire building to enhance safety.

Downtown Design Guidelines (Cont.):

Architecture

Massing:

The building's massing responds directly to its surroundings, employing a stepped podium and towner to minimize perceived height and maintain compatibility with adjacent structures. The tiered height strategy follows Madison's Downtown District Maximum Height Map, transitioning from 8 stories near State Street to a 15-story volume near the taller, higher-density neighborhood to the west.

Building Components:

The design establishes a contextually grounded base by reinterpreting the rhythm and materiality of the façade at 433 West Gilman, anchoring the building within its streetscape. Above, the tower introduces a composition of glass, spandrel, and metal panel elements, articulated by balconies that modulate the massing and create a dynamic vertical expression. Together, the base and upper volumes maintain visual continuity through proportion, alignment, and material transitions, resulting in a cohesive architectural composition that responds to both scale and context.

Visual Interest:

The building is articulated with base, middle, and top components, establishing a strong urban presence and sense of scale. The brick and glass base anchors the structure within the streetscape, while a step-back at Level 5 introduces a vertical rhythm of glass and metal panels articulated by balcony projections. This transition emphasizes the shift in material expression and culminates in a continuous ribbon of glass at the top floor, creating a visually cohesive and contemporary skyline profile.

Door and Window Openings:

The project draws inspiration from the façade of 433 West Gilman and establishes a base that aligns with the scale, rhythm, and material character of the surrounding streetscape. Above, a composition of glass, spandrel, and metal panels reflects design elements found in neighboring buildings, allowing the overall form to engage both its context and the evolving architectural language of the district.

Building Materials:

The design employs a refined palette of high-quality, durable materials that create visual interest and establish a distinct architectural identity, while remaining responsive to the character of the surrounding built environment.

Terminal Views and Highly-Visible Corners:

Although the site is not positioned at a major intersection or terminus, the design emphasizes the building's presence through its form and orientation, making thoughtful use of available views to reinforce the prominence of the site within the downtown core.

Awnings and Canopies:

Awnings and canopies are thoughtfully integrated into the building's design to complement its architectural expression. Incorporating signage within these elements provides weather protection and enhances the building's material and textural richness without obscuring its architectural character.

Signage:

Signage will be thoughtfully integrated into the building's overall design, complementing the architecture and reinforcing its cohesive identity. We anticipate signage will be incorporated within awnings and canopies, signage will be simple, well-conceived, and compatible with the project's materials, scale, and detailing. Future submissions will ensure compliance with the City's sign control ordinance in Chapter 31 MGO, and to maintain visual harmony and regulatory compliance.

Thank you for your time and consideration in reviewing our application. Please reach out with any questions you may have, and we look forward to your feedback.

Sincerely,
LCD Acquisitions, LLC

©Vierbicher Associates, Inc.

CERTIFIED SURVEY MAP No._____

LOTS 5–6, BLOCK 10, UNIVERSITY ADDITION TO MADISON, RECORDED AS DOCUMENT NO. 109 AND PART OF LOTS 4–5, ALL OF LOTS 6–7, AND PART OF LOT 8, BLOCK 39, ORIGINAL PLAT OF MADISON, RECORDED AS DOCUMENT NO. 102. LOCATED IN THE NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NE1/4 OF SECTION 23, T7N, R9E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2011), THE WEST LINE OF THE NE1/4 OF SECTION 23 MEASURED AS BEARING S00°00'48"W.

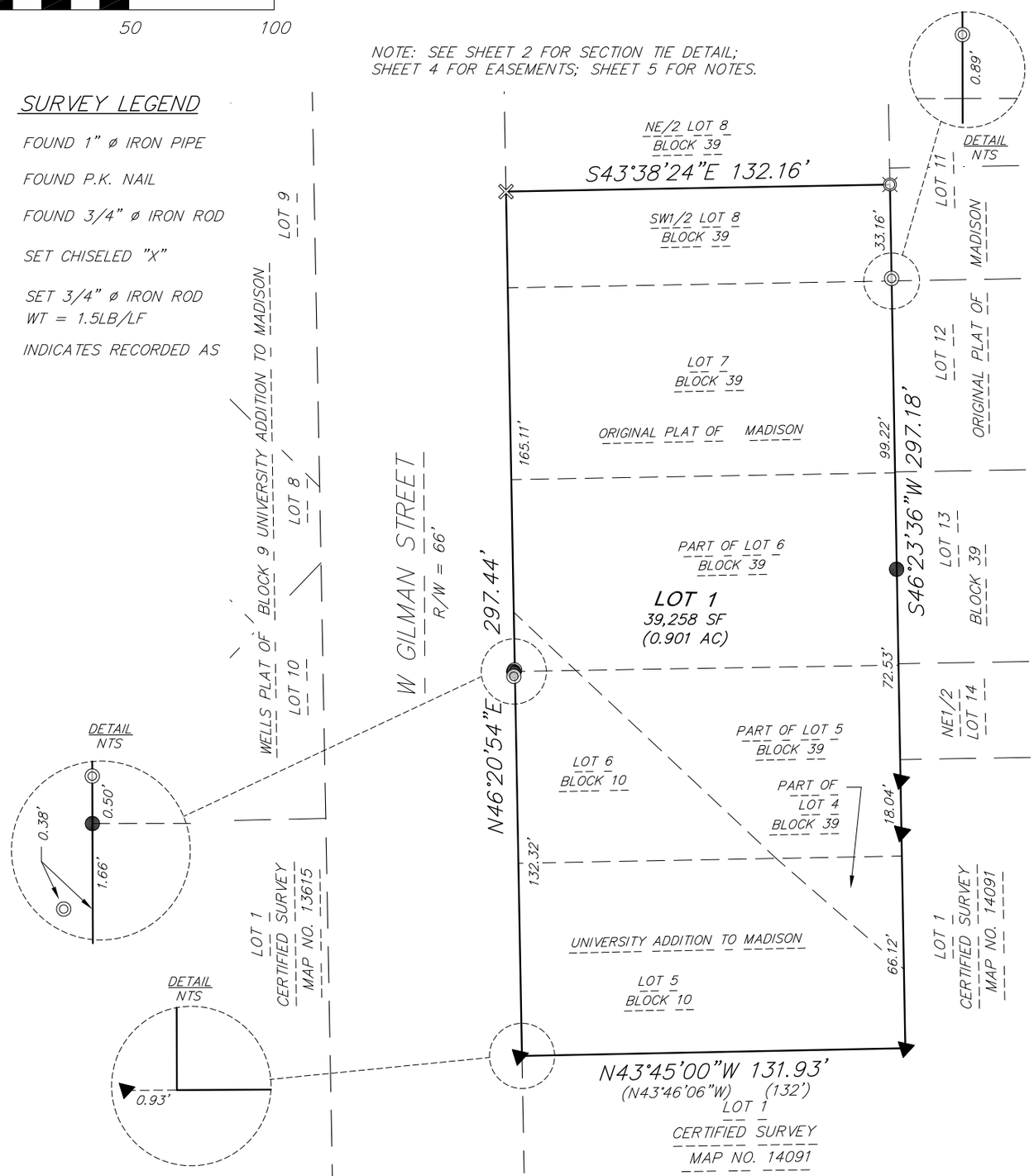
GRAPHIC SCALE: 1" = 50'

0 50 100

NOTE: SEE SHEET 2 FOR SECTION TIE DETAIL; SHEET 4 FOR EASEMENTS; SHEET 5 FOR NOTES.

SURVEY LEGEND

- FOUND 1" ø IRON PIPE
- FOUND P.K. NAIL
- FOUND 3/4" ø IRON ROD
- SET CHISELED "X"
- SET 3/4" ø IRON ROD WT = 1.5LB/LF
- ( ) INDICATES RECORDED AS



15 Oct 2025 - 3:13p M:\Landmark Properties\210200_449 State Street, Madison\CADD\210200 - CSM.dwg by: kpap

vierbicher
planners | engineers | advisors

Job #: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____

SHEET 1 OF 7

©Vierbicher Associates, Inc.

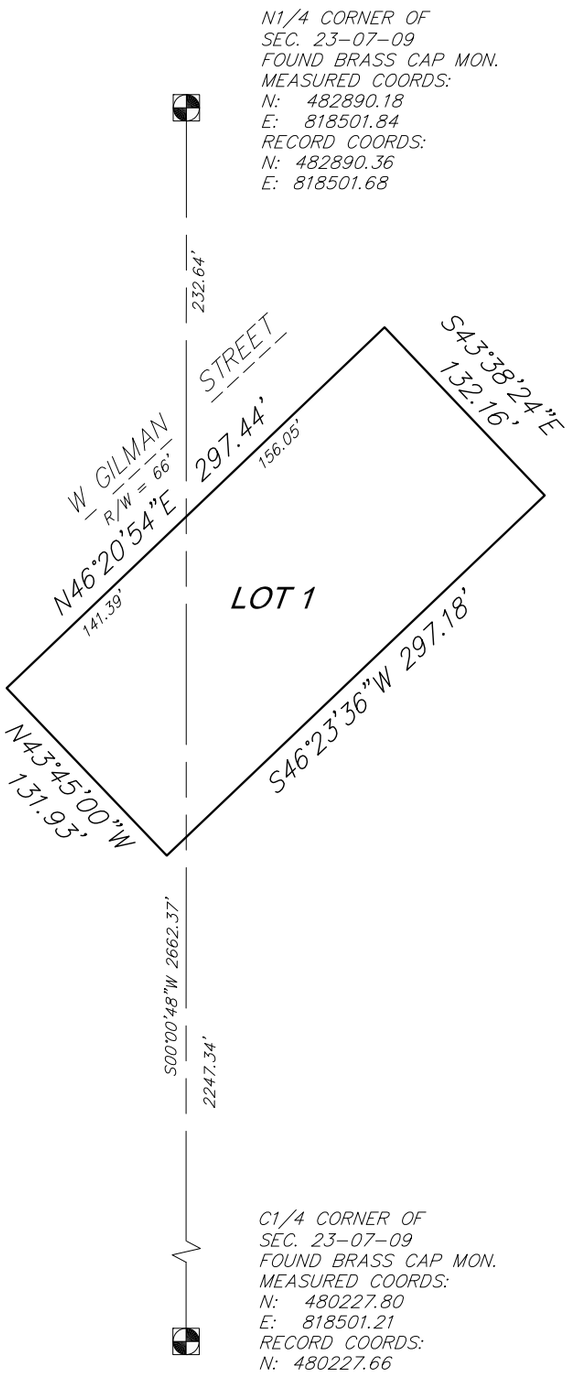
CERTIFIED SURVEY MAP No._____

LOTS 5–6, BLOCK 10, UNIVERSITY ADDITION TO MADISON, RECORDED AS DOCUMENT NO. 109 AND PART OF LOTS 4–5, ALL OF LOTS 6–7, AND PART OF LOT 8, BLOCK 39, ORIGINAL PLAT OF MADISON, RECORDED AS DOCUMENT NO. 102. LOCATED IN THE NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NE1/4 OF SECTION 23, T7N, R9E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2011), THE WEST LINE OF THE NE1/4 OF SECTION 23 MEASURED AS BEARING S00°00'48"W.

SECTION TIE DETAIL

(NOT TO SCALE)



16 Oct 2025 - 7:27a M:\Landmark Properties\210200_449 State Street, Madison\CADD\210200 - CSM.dwg by: kpap

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Job #: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 2 OF 7

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CERTIFIED SURVEY MAP No._____

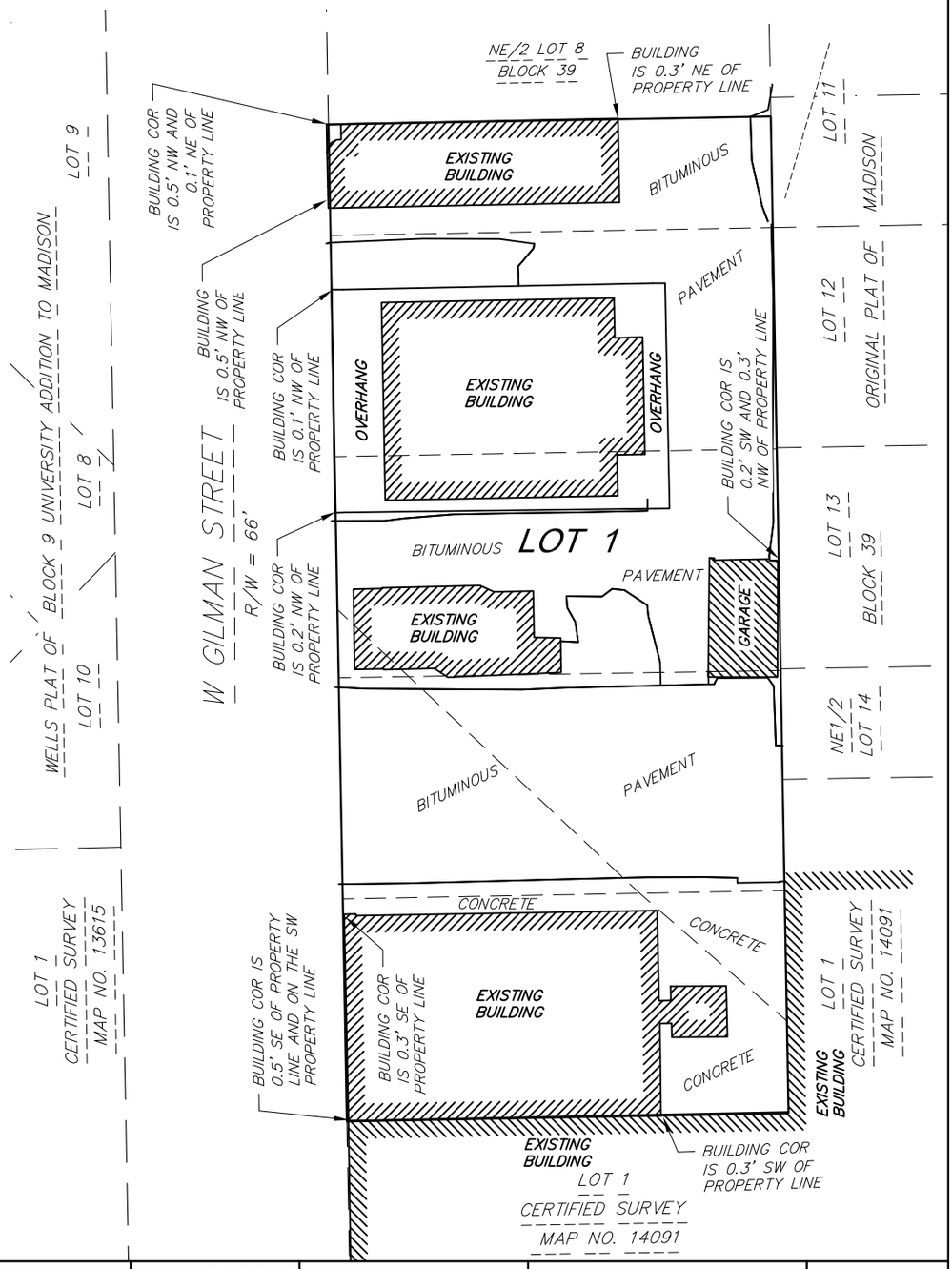
LOTS 5–6, BLOCK 10, UNIVERSITY ADDITION TO MADISON, RECORDED AS DOCUMENT NO. 109 AND PART OF LOTS 4–5, ALL OF LOTS 6–7, AND PART OF LOT 8, BLOCK 39, ORIGINAL PLAT OF MADISON, RECORDED AS DOCUMENT NO. 102. LOCATED IN THE NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NE1/4 OF SECTION 23, T7N, R9E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

GRAPHIC SCALE: 1" = 50'

0 50 100

EXISTING CONDITIONS

NOTE: EXISTING BUILDINGS TO BE REMOVED.



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Job #.: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____

SHEET 3 OF 7

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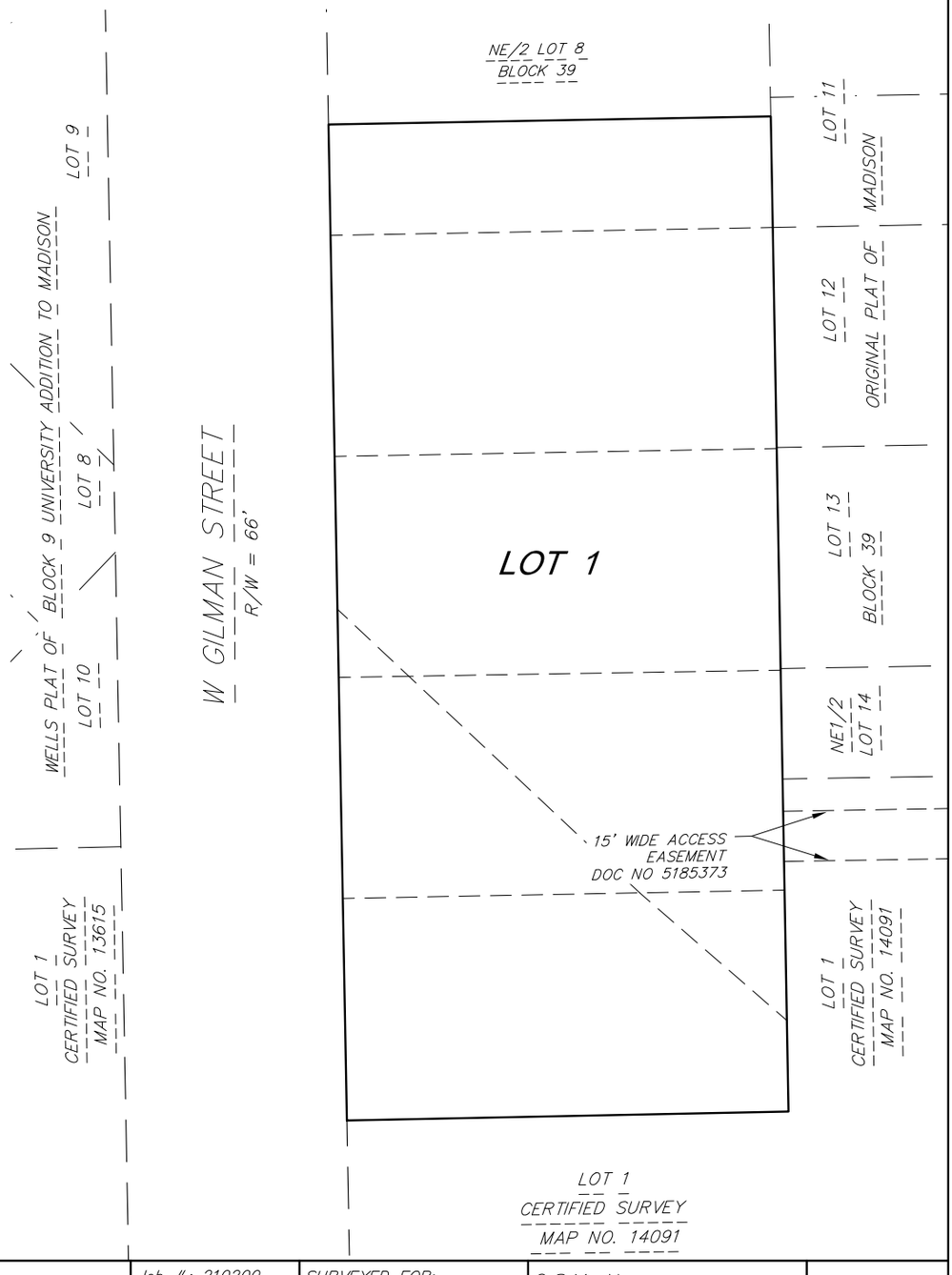
CERTIFIED SURVEY MAP No._____

LOTS 5–6, BLOCK 10, UNIVERSITY ADDITION TO MADISON, RECORDED AS DOCUMENT NO. 109 AND PART OF LOTS 4–5, ALL OF LOTS 6–7, AND PART OF LOT 8, BLOCK 39, ORIGINAL PLAT OF MADISON, RECORDED AS DOCUMENT NO. 102. LOCATED IN THE NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NE1/4 OF SECTION 23, T7N, R9E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2011), THE WEST LINE OF THE NE1/4 OF SECTION 23 MEASURED AS BEARING S00°00'48"W.

GRAPHIC SCALE: 1" = 50'

EASEMENTS



15 Oct 2025 - 11:32a M:\Landmark Properties\210200_449 State Street, Madison\CADD\210200 - CSM.dwg by: kpap

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Job #.: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 4 OF 7

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CERTIFIED SURVEY MAP No._____

LOTS 5–6, BLOCK 10, UNIVERSITY ADDITION TO MADISON, RECORDED AS DOCUMENT NO. 109 AND PART OF LOTS 4–5, ALL OF LOTS 6–7, AND PART OF LOT 8, BLOCK 39, ORIGINAL PLAT OF MADISON, RECORDED AS DOCUMENT NO. 102. LOCATED IN THE NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NE1/4 OF SECTION 23, T7N, R9E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, Kevin J. Pape, Professional Land Surveyor S–2568, do hereby certify that this survey is in full compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the City of Madison, Dane County, Wisconsin, and under the direction of the Owners listed hereon, I have surveyed, divided and mapped the land described below and that said map is a correctly dimensioned representation of the exterior boundaries and division of the land surveyed.

Date: OCTOBER 17, 2025

Signed: DRAFT
Kevin J. Pape, Professional Land Surveyor S–2568

DESCRIPTION:

Lots 5–6, Block 10, University Addition to Madison, recorded in Volume A of Plats on Page 9 as Document Number 109 and Part of Lots 4–5, all of Lots 6–7, and part of Lot 8, Block 39, Original Plat of Madison, recorded in Volume A of Plats on Page 3, as Document Number 102, Dane County Registry, located in the NE1/4 of the NW1/4 and the NW1/4 of the NE1/4 of Section 23, T7N, R9E, City of Madison, Dane County, Wisconsin, described as follows: Commencing at the north quarter corner of said Section 23; thence S00°00'48"W, 232.64 feet along the west line of said NE1/4 to a point on the southeasterly right of way line of West Gilman Street and point of beginning; thence N46°20'54"E, 156.05 feet along said southeasterly right of way line; thence S43°38'24"E, 132.16 feet to a point on the northwesterly line of Lot 11, Block 13, Original Plat of Madison; thence S46°23'36"W, 297.18 feet along the northwesterly line of Lots 11–14, Block 39, said Original Plat of Madison and the northwesterly line of Lot 1, Certified Survey Map Number 14091, recorded in Volume 94 of Certified Survey Maps on Pages 285–290, as Document Number 5189753; thence N43°45'00"W, 131.93 feet along the northeasterly line of said Lot 1 to said southeasterly right of way line of West Gilman Street; thence N46°20'54"E, 141.39 feet along said southeasterly right of way line to the point of beginning.

Contains 39,258 square feet (0.901 acres).

NOTES:

1. This CSM is subject to an Airspace Easement and Indemnification Agreement, recorded as Document No. 5037935.
2. This CSM is subjectto an Agreement Respecting Airspace and Construction Easements, recorded as Document No. 5186017.
3. This CSM is subject to an Airspace Easement and Indemnification Agreement, recorded as Document No. 5195579.
4. This CSM is subject to an Airspace Easement and Indemnification Agreement, recorded as Document No. 4154069.
5. This CSM is subjectto an Agreement Respecting Airspace and Construction Easements, recorded as Document No. 5050075.
6. This CSM is subject to an Airspace Easement and Indemnification Agreement, recorded as Document No. 5057476.
7. This CSM is subject to an Airspace Easement and Indemnification Agreement, recorded as Document No. 5206758.

15 Oct 2025 - 3:14p M:\Landmark Properties\210200_449 State Street, Madison\CADD\210200 - CSM.dwg by: kpap

vierbicher
planners | engineers | advisors

Job #.: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 5 OF 7

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CERTIFIED SURVEY MAP No._____

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OWNER'S CERTIFICATE

Landmark Properties, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said company caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map hereon.

LANDMARK PROPERTIES, LLC

By: _____

_____
PRINT NAME AND TITLE

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 202___, the above named person(s) to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, State of Wisconsin

My Commission expires: _____

15 Oct 2025 - 11:33a M:\Landmark Properties\210200_449 State Street, Madison\CADD\210200 - CSM.dwg by: kpap

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planners | engineers | advisors

Job #.: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 6 OF 7

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CERTIFIED SURVEY MAP No._____

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MADISON PLAN COMMISSION CERTIFICATE:

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

By:_____ Date:_____
Matthew Wachter, Secretary
City of Madison Plan Commission

CITY OF MADISON COMMON COUNCIL RESOLUTION:

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

Dated this _____ day of _____, 202___.

_____
Lydia A. McComas, City Clerk, City of Madison

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 202___, at o'clock _____.m. and recorded in Volume _____ of Certified Survey Maps on pages _____, as Doc. No. _____.

_____
Kristi Chlebowski,
Dane County Register of Deeds

15 Oct 2025 - 11:33a M:\Landmark Properties\210200_449 State Street, Madison\CADD\210200 - CSM.dwg by: kpap

vierbicher
planners | engineers | advisors

Job #.: 210200 Date: 10/17/2025 Rev: Drafted By: KPAP Checked By: JZAM	SURVEYED FOR: Landmark Properties 3060 Peachtree Road NW, Ste 500 Atlanta, GA 30305	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 7 OF 7

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90634

File ID:	90634	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	10/27/2025
File Name:	Revised Prelim Plat - Reiland Grove, 6004 Commercial Ave, et al			**Final Action:**	

Title: Approving the revised preliminary plat of *Reiland Grove* on property addressed as 6004 Commercial Avenue and 602-902 Reiner Road (District 3).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 68.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, Application.pdf, Letter of Intent.pdf, Revised Preliminary Plat.pdf, Staff Comments.pdf, Link to TR-P Amendment ID90920, Link to Final Plat Resolution 90636

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	10/28/2025	Maggie McClain	Approve	11/14/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	10/27/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Plan Commission (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION		12/15/2025	Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Glenn, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the revised preliminary plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Text of Legislative File 90634

Fiscal Note
No City appropriation is required with the approval of this revised preliminary plat. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving the revised preliminary plat of *Reiland Grove* on property addressed as 6004 Commercial Avenue and 602-902 Reiner Road (District 3).

Body
WHEREAS VH 902 Reiner, LLC filed a preliminary plat known as *Reiland Grove* on property addressed as 6004 Commercial Avenue and 602-902 Reiner Road , City of Madison, Dane County, Wisconsin for approval by the Madison Common Council; and

WHEREAS the Common Council approved the preliminary plat by Resolution 25-00418 (ID 88206) on July 15, 2025 subject to conditions; and

WHEREAS the applicant/ subdivider has duly filed a revised preliminary plat and the first final plat of the subdivision;

NOW THEREFORE BE IT RESOLVED that the revised preliminary plat is hereby approved subject to all conditions as required by the reviewing City departments as required by Section 16.23 of the General Ordinances of the City of Madison, subject to the conditions noted in the Plan Commission files, and that same shall be recorded with the Dane County Register of Deeds.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded subdivision in the Comprehensive Plan and any applicable neighborhood plans.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this subdivision, and that the Council recognizes and adopts said revised boundaries.

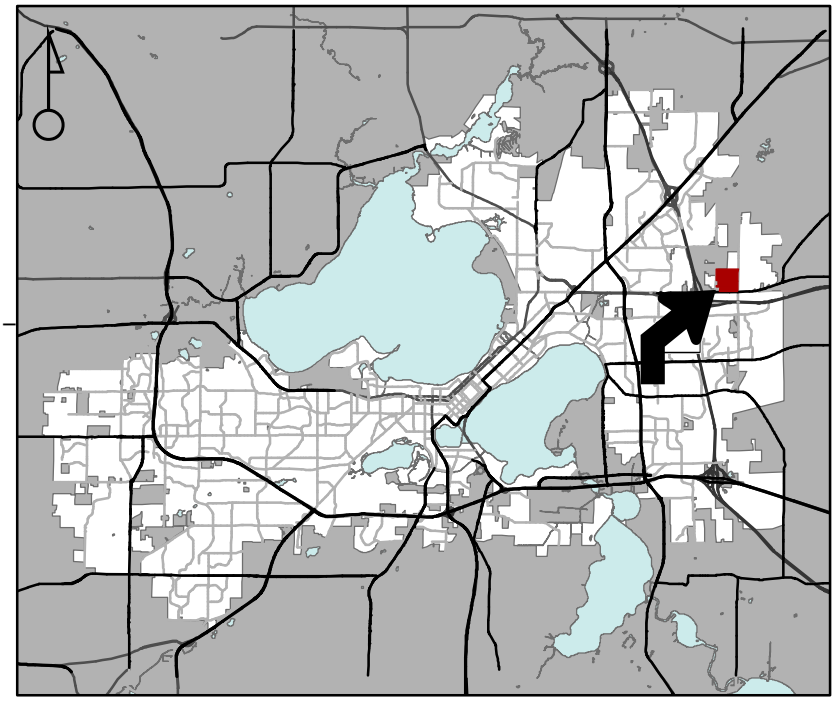
City of Madison

TR-P Master Plan Amendment, Revised Preliminary Plat and Final Plat

Location
602-902 Reiner Road
6004 Commercial Avenue

Applicant
VH 902 Reiner, LLC
D'Onofrio Kottke & Associates

Requests
- Revised preliminary plat for 495 lots for single- and two-family dwellings and 74 lots for future townhouses and various outlots
- Final plat creating 125 lots for first phase of subdivision development

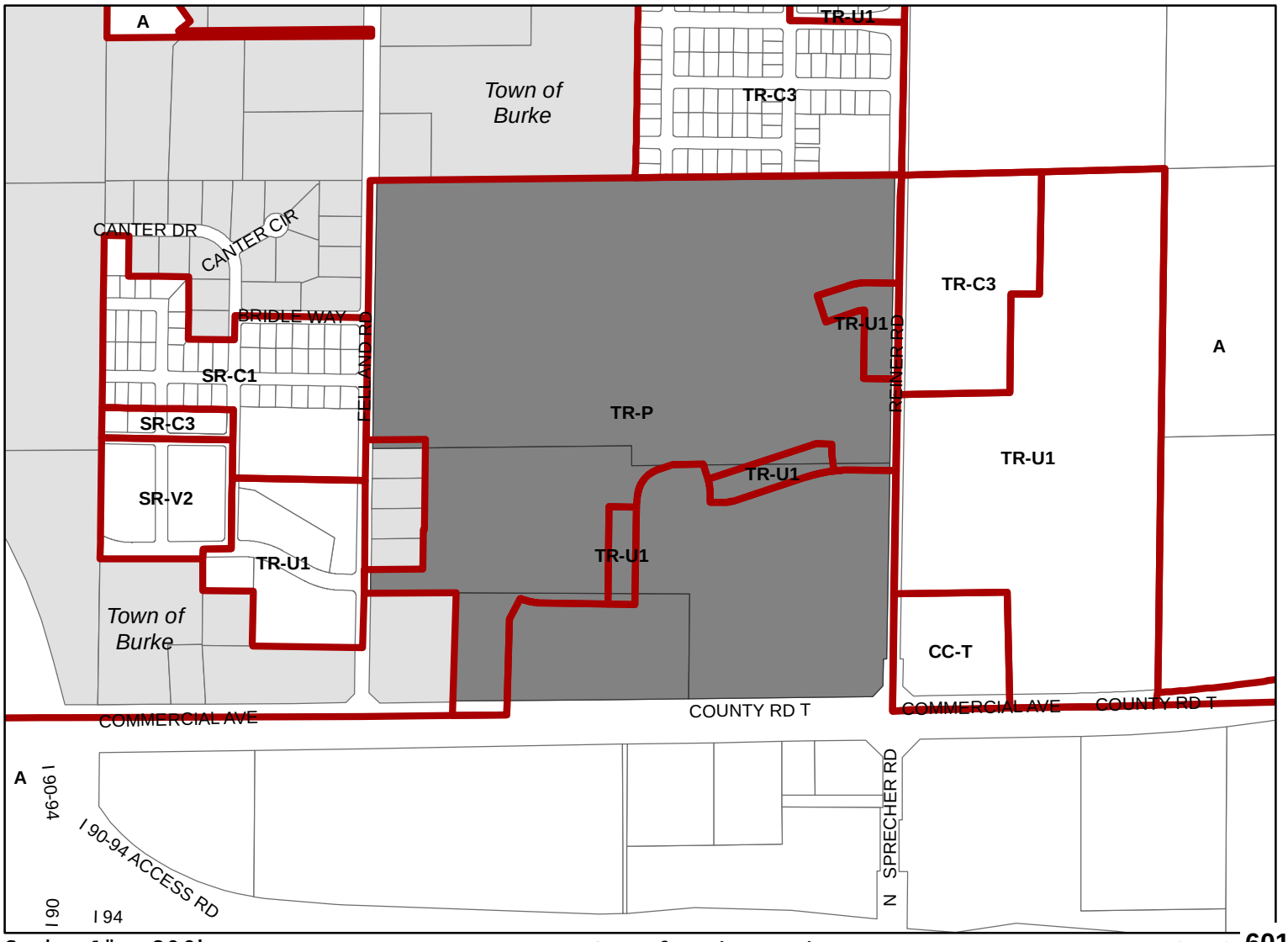


Public Hearing Dates

Plan Commission
December 15, 2025

Common Council
January 13, 2026

For Questions Contact: Tim Parks at: 261-9632 or tparks@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 800'

City of Madison, Planning Division : TP : Date : 12-10-

City of Madison

602-902 Reiner Road
6004 Commercial Avenue

Date of Aerial Photography : Spring 2

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 10/20/25 10:45 a.m.
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☑ Final Subdivision Plat ☐ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: Reiland Grove

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: VH 902 Reiner LLC Representative, if any: Matt Brink
Street address: 6801 South Towne Drive City/State/Zip: Madison, WI 53713
Telephone: (608) 226-3000 Email: mbrink@veridianhomes.com

Firm Preparing Survey: D'Onofrio Kottke & Assoc. Contact: Brett Stoffregan
Street address: 7530 Westward Way City/State/Zip: Madison, WI 53717
Telephone: (608) 833-7530 Email: bstoffregan@donofrio.cc

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 6004 Commercial Avenue, 602 and 902 Reiner Road
Tax Parcel Number(s): 081035400978, 081035400986, 081035400994
Zoning District(s) of Proposed Lots: TR-P, AG School District: Sun Prairie

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	125		22.06
Retail/Office			INC. ALL ROAD RIGHT-OF-WAY
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):		6	79.89
Outlots Dedicated to the Public (Parks, Stormwater, etc.)		2	7.51
Outlots Maintained by a Private Group or Association		1	0.04
PROJECT TOTALS	125	9	109.5

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Brett Stoffregan Signature: Brett Stoffregan

Date: 10/20/25 Interest In Property On This Date: Surveyor

7530 Westward Way, Madison, WI 53717 • Phone: 608.833.7530 • www.donofrio.cc

October 20, 2025

City of Madison – Planning Department
(via email)

Re: Reiland Grove – Final Plat/Revised Preliminary Plat

To whom it may concern,

We are pleased to submit the first final plat and preliminary plat for Reiland Grove, a 150-acre property Northwest of the Commercial Avenue and Reiner Road intersection on Madison's far east side.

Final Plat
Below is a breakdown of lot/outlot numbers and their designated uses for the final plat. A separate minor amendment zoning submittal will also be submitted, which will provide an updated comprehensive overview of the project.

- Private Outlots: 7 (1 for private open space and 6 reserved for future development)
- Public Outlots: 2 for stormwater management
- Residential: 125 total (36 attached single-family, 88 single-family, 1 community center).

Preliminary Plat
A revised preliminary plat that addresses staff concerns with single-family lots adjacent to the park on the north side of the property. The private park was removed from the west side of the property, and density was increased by 18 lots. A separate minor zoning amendment submittal will address these changes in more detail.

Thank you, and we look forward to your feedback.

Sincerely,
D'Onofrio, Kottke & Associates, Inc.

Brett T. Stoffregan, PLS

OUTLOT AREA TABLE

OL	Area SF
1	1702
2	183827
3	6527
4	4811
5	145320
6	255631
7	143155
8	17913
9	97469
10	170975
11	393043
12	317061
13	407696

LOT AREA TABLE

Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF
1	3417	98	2945	198	2945	298	1449	398	2612	498	2993
2	2888	99	2940	199	2945	299	3752	399	3046	499	2992
3	2888	100	4616	200	4275	300	4038	400	2753	500	3183
4	3728	101	5073	201	4275	301	1693	401	2000	501	3182
5	2678	102	2945	202	5367	302	1693	402	2000	502	2993
6	2678	103	2945	203	5367	303	1693	403	2000	503	2992
7	2888	104	3515	204	3515	304	1693	404	2000	504	3372
8	2888	105	2945	205	2945	305	1693	405	2000	505	3799
9	2945	106	2945	206	2945	306	1693	406	2000	506	3036
10	2945	107	3515	207	3515	307	3330	407	2000	507	2612
11	3515	108	3515	208	2945	308	3330	408	2000	508	2422
11	393043	109	2945	209	2945	309	1693	409	2000	509	2423
12	2945	110	2945	210	2945	310	1693	410	2000	510	2422
12	317061	111	3515	211	3515	311	1693	411	2000	511	2422
13	2945	112	3515	212	4275	312	1693	412	2000	512	2428
13	407696	113	2945	213	4275	313	1693	413	2000	513	3045
14	3515	114	3515	214	5476	314	1693	414	2000	514	3109
15	2945	115	4702	215	8000	315	3719	415	2000	515	3585
16	2945	116	80538	216	6284	316	2755	416	2000	516	4826
17	3515	117	5610	217	6912	317	3194	417	2000	518	4461
18	4702	118	5610	218	5900	318	3194	418	2000	519	3654
19	3515	119	5610	219	5900	319	3086	419	2002	520	2896
20	4702	120	5610	220	5900	320	3176	420	2813	521	3039
21	5300	121	5610	221	5900	321	3597	421	2352	522	4102
22	5406	122	5610	222	5900	322	3436	422	3507	523	1980
23	6254	123	5610	223	6619	323	4265	423	1519	524	1980
24	5406	124	5610	224	5709	324	5979	424	1496	525	1980
25	5406	125	6106	225	7117	325	4275	425	1477	526	1980
26	5406	126	3098	226	8953	326	4275	426	1463	527	1980
27	8700	127	3098	227	9928	327	2945	427	1454	528	1980
28	4702	128	2888	228	8582	328	2945	428	1449	529	2430
29	3515	129	2888	229	7391	329	3515	429	2660	530	2430
30	3515	130	2678	230	6489	330	3515	430	2660	531	1980
31	4275	131	2678	231	6026	331	2945	431	1449	532	1980
32	3515	132	3098	232	6578	332	2945	432	1449	533	1980
33	4275	133	3098	233	8309	333	3515	433	1449	534	1980
34	4275	134	2888	234	7316	334	3515	434	1449	535	1980
35	3515	135	3417	235	6814	335	3515	435	2660	536	1980
36	4275	136	5434	236	6467	336	3515	436	2660	537	4102
37	3515	137	3089	237	5871	337	2945	437	1449	538	3489
38	3515	138	2964	238	5870	338	3515	438	1449	539	2755
39	4372	139	3515	239	5870	339	4275	439	1449	540	2755
40	4702	140	8552	240	4275	340	4275	440	1449	541	2755
41	5846	141	8552	241	6500	341	5367	441	2660	542	2755
42	4858	142	5900	242	6952	342	6028	442	2660	543	2755
43	4298	143	5900	243	5870	343	5252	443	1449	544	2612
44	3856	144	7224	244	5870	344	3933	444	1449	545	2613
45	4275	145	7101	245	5074	345	3696	445	1449	546	2612
46	3515	146	7014	246	5074	346	3559	446	1449	547	2613
47	4275	147	5100	247	8127	347	2946	447	1449	548	2612
48	4275	148	6477	248	4702	348	3515	448	1449	549	2612
49	4275	149	9199	249	3515	349	2945	449	3471	550	2755
50	3515	150	5100	250	3515	350	3515	450	5800	551	3182
51	4275	151	10009	251	3515	351	2945	451	3372	552	3562
52	3515	152	5717	252	3515	352	3515	452	3753	553	2425
53	4275	153	5781	253	3515	353	2945	453	3752	554	2423
54	4702	154	6768	254	4275	354	3515	454	3753	555	2423
55	5044	155	6855	255	2945	355	2945	455	3752	556	2423
56	3752	156	8712	256	3515	356	3515	456	3752	557	2423
57	3373	157	8429	257	3515	357	2945	457	3753	558	2423
58	3942	158	7980	258	3515	358	4275	458	3372	559	2423
59	3837	159	8085	259	3610	359	4275	459	5077	560	2423
60	3373	160	8190	260	4702	360	4702	460	3799	561	2423
61	3373	161	8294	261	4702	361	4702	461	3373	562	2423
62	3373	162	8650	262	3515	362	4275	462	2993	563	2423
63	3373	163	8494	263	4275	363	3515	463	2993	564	2707
64	3373	164	7096	264	3515	364	3515	464	3372	565	2616
65	3372	165	8110	265	3515	365	2945	465	3373	566	3340
66	3372	166	7494	266	2945	366	2945	466	2993		
67	3753	167	6549	267	3515	367	3515	467	2993		
68	4179	168	5661	268	3515	368	3515	468	3372		
69	3562	169	5661	269	3515	369	2945	469	3372		
70	2422	170	6549	270	3515	370	2945	470	2993		
71	2422	171	6352	271	3515	371	3515	471	3780		
72	2422	172	6154	272	3515	372	3515	472	3490		
73	2422	173	7409	273	4797	373	2945	473	3977		
74	2422	174	7614	274	5900	374	3678	474	3175		
75	2423	175	6549	275	6837	375	4834	475	3176		
76	2422	176	5661	276	6907	376	5020	476	3525		
77	2423	177	6549	277	5900	377	4921	477	3037		
78	2707	178	5661	278	6922	378	3039	478	3373		
79	2426	179	7598	279	5100	379	2923	479	3373		
80	2481	180	6511	280	5100	380	2946	480	2993		
81	2631	181	7015	281	5900	381	2946	481	2993		
82	3300	182	4770	282	5900	382	2588	482	3372		
83	3689	183	4921	283	5900	383	2517	483	3373		
84	3942	184	3515	284	5100	384	2803	484	2993		
85	2945	185	4709	285	6852	385	2802	485	2993		
86	2945	186	10730	286	2893	386	2422	486	3373		
87	2945	187	6254	287	1449	387	2613	487	3799		
88	3515	188	5406	288	1449	388	2612	488	3800		
89	2945	189	6254	289	1449	389	2612	489	3373		
90	2945	190	6585	290	1449	390	2612	490	3373		
91	2945	191	5367	291	1449	391	2612	491	3373		
92	3515	192	3515	292	1449	392	2802	492	4146		
93	2945	193	2945	293	3350	393	2802	493	4923		
94	2945	194	2945	294	3503	394	2423	494	6339		
95	2945	195	2945	295	1354	395	2422	495	5261		
96	3515	196	3515	296	1544	396	2613	496	3262		
97	2945	197	3515	297	1449	397	2612	497	3183		

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor S-2742, hereby certify that, in accordance with the provisions outlined in Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Madison, I have conducted a survey of Reiland Grove and that this survey accurately delineates the exterior boundaries of the preliminary plat described as follows:
A parcel of land located in the NW1/4 of the SE1/4, NE1/4 of the SE1/4, SE1/4 of SE1/4 and the SW1/4 of the SW1/4 of Section 35, Township 8 North, Range 10 East, Town of Burke, Dane County, Wisconsin to-wit:
Beginning at the Southeast corner of said Section 35;
thence S89°23'36"W, 2179.79 feet along the South line of said SE1/4;
thence N01°42'41"E, 608.09 feet; thence S89°37'50"W, 457.14 feet to the West line of said SE1/4;
thence N00°49'57"E, 117.91 feet along said West line to the South line of the North 600 feet of the West 290.4 feet of said SW1/4 of the SE1/4;
thence N89°23'39"E, 290.50 feet along said South line to the East line of the North 600 feet of the West 290.4 feet of said Southwest 1/4 of the Southeast 1/4;
thence N00°49'57"E, 193.09 feet said East line of the North 600 feet of the West 290.4 feet of said SW1/4 of the SE1/4; thence N89°01'21"E, 3.00 feet;
thence N00°49'57"E, 449.63 feet;
thence S89°23'40"W, 293.50 feet to the West line of said SE1/4;
thence N00°49'57"E, 1285.26 feet along said West line to the Center of said Section 35;
thence N89°24'47"E, 1316.53 feet along the South lines of Lots 3 and 4, Certified Survey Map No. 13755 and the Westerly extension thereof to the Southwest corner of Woods Farm;
thence N89°22'52"E, 1316.68 feet along the South line of Woods Farm to the East 1/4 corner of said Section 35;
thence S00°57'10"W, 2655.56 feet along the East line of said SE1/4 to the point of beginning.
Containing 149.657 acres.

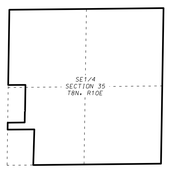
Dated this 28th day of April, 2025.
Revised this 30th day of June, 2025
Revised this 20th day of October, 2025

Brett T. Stoffregan, Professional Land Surveyor, S-2742

BRETT T. STOFFREGAN S-2742 MADISON, WISCONSIN LAND SURVEYOR

NOTES

1. Outlot Designations:
   1 - Private Open Space
   2 - Dedicated to the Public for Storm Water Management
   3 - Reserved for future development
   4 - Reserved for future development
   5 - Dedicated to the Public for Storm Water Management
   6 - Dedicated to the Public for park purposes
   7 - Dedicated to the Public for Storm Water Management
   8 - Private Alley, Public Utility Easement over entire Outlot
   9 - Dedicated to the Public for Storm Water Management
   10 - Reserved for future development
   11 - Reserved for future development
   12 - Reserved for future development
   13 - Reserved for future development
2. Lots 41-43, 69-71, and 142-145 are subject to minimum and maximum building setbacks that are 70' and 85' from the rear property line. Setbacks to be enforced by the City of Madison.
3. All intersection radii are 15 feet unless noted.
4. Zoning:
   Existing - A
   Proposed - TR-P - Lots 1-285, 316-421, 450-521, 538-566, Outlots 1-9
   TR-U1 - Lots 286-315, 422-449 and 522-537.
   Outlots 10-13 to remain A until developed.
5. Planner: Vandewalle and Assoc.
   Developer: VH 902 Reiner, LLC
   Owners: VH 902 Reiner, LLC
   Hovde Realty, Inc.
   CAM CD Reiner, LLC



LOCATION MAP
1"=1000'

LEGEND

- FOUND 1" PIPE
- FOUND 2" PIPE
- FOUND 3/4" REBAR
- FOUND 1-1/4" REBAR
- FOUND MAG NAIL
- PLACED 3/4"X18" REBAR 1.5 LBS/FT
- ( ) RECORDED AS INFORMATION
- DTTP DEDICATED TO THE PUBLIC
- CORPORATE LIMITS OF THE CITY OF MADISON
- SS SANITARY SEWER
- W WATER MAIN
- ST STORM SEWER
- OH OVERHEAD UTILITIES
- T TELECOMMUNICATION LINE
- G GAS MAIN
- FENCE
- MANHOLE
- STORM SEWER INLET
- POWER POLE
- GYE WIRE
- TRAFFIC SIGNAL
- HYDRANT
- WELL
- SEPTIC VENT
- TELECOMMUNICATION PEDESTAL
- SIGN
- VALVE
- EDGE OF TREES
- CONCRETE CURB AND GUTTER
- EDGE OF GRAVEL
- 1000 EXISTING CONTOUR
- CONCRETE

DATE: 04-28-25
REVISED: 6-30-25, 10-20-25

FN: 24-07-118
Sheet Number: 1 of 1

SCALE: 1"= 100'
0 100'
(PAGE SIZE: 34x44)

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEM
DANE COUNTY NAD83(2011)

PRELIMINARY PLAT

REILAND GROVE

LOCATED IN THE NW1/4 OF THE SE1/4, NE1/4 OF THE SE1/4, SE1/4 OF THE SE1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 35, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

Oct 17, 2025-1:18pm U:\User\2407118\Drawings\2407118 Preliminary Plat.dwg 34x44 PRELIMINARY PLAT

PLANNING DIVISION STAFF REPORT

December 15, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address:	**602-902 Reiner Road and 6004 Commercial Avenue**
Application Type:	Revised Preliminary Plat, Amended TR-P Master Plan, and Final Plat
Legistar File ID #	90634, 90920, and 90636
Prepared By:	Timothy M. Parks, Planning Division Report includes comments from other City agencies, as noted

Summary

Applicant: Matt Brink, VH 902 Reiner LLC / Veridian Homes; 6801 South Towne Drive; Madison.

Contact Person: Brian Munson; Vandewalle & Associates; 120 E Lakeside Street; Madison.

Surveyor: Brett Stoffregan and Dan Day, D'Onofrio Kottke & Associates; 7530 Westward Way; Madison.

Property Owners: Hovde Realty, Inc.; 122 W Washington Avenue; Madison and VH 902 Reiner LLC.

Requested Actions:

- ID 90634 – Approval of a revised preliminary plat of *Reiland Grove* to create 293 single-family lots, 198 lots to be developed two-family dwelling units, 74 lots for townhouse units (565 total units), one outlot for a public park, four outlots for public stormwater management, one lot for a private park, one outlot for a private alley, and six outlots for future development;
- ID 90920 – Approval of an amended TR-P (Traditional Residential–Planned District) master plan to reflect the revised preliminary plat; and
- ID 90636 – Approval of the final plat of *Reiland Grove* for the first phase of the subdivision, creating 88 single-family lots, 36 lots for two-family residences, one lot for private park, two outlots to be dedicated to the City for stormwater management, and six outlots for future development.

Proposal Summary: The applicant is seeking approval of a revised preliminary plat of the *Reiland Grove* subdivision to guide the future development of approximately 149.7 acres of mostly undeveloped agricultural land that extends north of Commercial Avenue (CTH T) between Felland Road and Reiner Road.

The revised preliminary plat and amended TR-P master plan call for 491 attached and detached single-family residences and 74 townhouse units (565 total units) to be developed on the northern two-thirds of the overall site in TR-P and TR-U1 zoning. The preliminary plat also includes a 5.9-acre outlot for public parkland, four outlots to be dedicated for stormwater management, and a 1.85-acre lot that will be developed as privately maintained open space for the subdivision.

Four outlots for future development are proposed on the southern third of the site, including most of the Commercial Avenue frontage of the site and approximately 1,000 feet of frontage along Reiner Road north of Commercial. The four outlots for future development are proposed are zoned A and will be rezoned to another district(s) prior to any further subdivision and issuance of permits for future buildings. A single-family residence and various accessory buildings located along Reiner Road will be demolished to make way for the proposed subdivision.

The applicant is also requesting approval of a final plat for the first phase of the subdivision, which will include 88 single-family lots, 36 lots for two-family residences, and a lot for the private park. Construction of the first phase of the subdivision will commence in 2026, with completion of the subdivision to occur in eight to twelve phases over 10-15 years based on market demand for the future development.

Applicable Regulations & Standards: The requirements, process, and standards for approval for the TR-P zoning district are outlined in Section 28.053 of the Zoning Code. The subdivision process is outlined in Section 16.23(4) of the Subdivision Regulations.

Review Required By: Plan Commission and Common Council.

Summary Recommendation: The Planning Division recommends the following to the Plan Commission regarding 6004 Commercial Avenue and 602-904 Reiner Road:

- That the Plan Commission find the standards met and forward the revised preliminary plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 6** of this report;
- That the Plan Commission find the standards met and **approve** the amended TR-P master plan; and
- That the Plan Commission find the standards met and forward the final plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 17** of this report.

Background Information

Parcel Location: The site consists of three parcels that extend north of Commercial Avenue (CTH T) between Felland Road and Reiner Road; Alder District 3 (Field); Sun Prairie Area School District.

Existing Conditions and Land Use: Most of the 149.7 acres of land are undeveloped, with the exception of a two-story single-family residence and various accessory buildings and structures at 902 Reiner. The entire site is zoned A (Agricultural District).

Surrounding Land Uses and Zoning:

North: Existing and future single-family residences in the City in the Woods Farm subdivision, zoned TR-C3 (Traditional Residential–Consistent 3 District); single-family residences and undeveloped land in the Town of Burke located on the east side of Felland Road;

South: Across Commercial Avenue, single-family residences and undeveloped land, zoned A (Agricultural District);

West: Across Felland Road, existing and future single-, two- and multi-family residences in the Jannah Village subdivision, zoned SR-C1 (Suburban Residential–Consistent 1 District), SR-C3 (Suburban Residential–Consistent 3 District), SR-V2 (Suburban Residential–Varied 2 District), and TR-U1 (Traditional Residential –Urban 1 District); single-family residences in the Bridle Downs subdivision in the Town of Burke; and

East: Across Reiner Road, undeveloped land zoned A, TR-C3, TR-U1, and CC-T (Commercial Corridor–Transitional District).

Adopted Land Use Plan: Beginning at the corner of Reiner Road and Commercial Avenue, the 2009 Northeast Neighborhoods Development Plan recommends that the subject site be developed with Community Mixed-Use adjacent to the intersection before transitioning to a variety of residential uses that generally taper in their density and intensity moving from the mixed-use area to the north and west. Land along the Commercial Avenue frontage west of the mixed-use area is recommended for Employment. Additionally, the plan recommends that three parks be established on the site.

The land use polygons for the site in the neighborhood development plan are generally reflected on the future land use maps in the 2023 Comprehensive Plan, which recommends Low Residential (LR), Low-Medium Residential (LMR), Medium Residential (MR), Community Mixed-Use (CMU), Employment (E), and Park and Open Space (P) across the site in a pattern that generally follows the neighborhood development plan.

Zoning Summary: The proposed residential lots are zoned TR-P (Traditional Residential–Planned District) and TR-U1 (Traditional Residential–Urban 1 District). Review of the proposed lots for conformance with those districts may be found in the Appendix A, Zoning Criteria, at the end of this report.

Environmental Corridor Status: The subject site is located in the Central Urban Service Area. The park planned along the northern edge of the proposed subdivision and various future stormwater management parcels planned across the subject site are located in mapped environmental corridor.

Public Utilities and Services: The subject site will be served by a full range of urban services as it develops with the exception of Metro Transit, which currently does not provide service east of Interstate 39/ 90/ 94 or north of Interstate 94. The northern portion of the proposed development is outside Metro Transit's paratransit service area. The closest bus stop with scheduled bus service is over one-half miles walking distance, and the parcels in the northern portion of the proposed development would be greater than the three-quarter mile regulatory distance from all day scheduled service for passengers who might be eligible for door-to-door paratransit service.

Previous Approvals

On July 15, 2025, the Common Council approved a request to rezone portions of 6004 Commercial Avenue and 602-904 Reiner Road from A (Agricultural District) to TR-P (Traditional Residential–Planned District) and TR-U1 (Traditional Residential-Urban 1 District) and; conditionally approved the preliminary plat of *Reiland Grove*, creating 264 single-family lots, 224 lots to be developed with 112 two-family residences, 60 lots for townhouse units, one outlot for a public park, four outlots for public stormwater management, one outlot for a private park, one outlot for a private alley, and six outlots for future development. For more information on the original zoning and preliminary plat approvals, please see Legislative files 88449 and 88206.

Project Description

The applicant, Veridian Homes, is requesting approval of a revised preliminary plat to guide the future development of three parcels totaling approximately 149.7 acres that extend north from Commercial Avenue (CTH T) between Felland Road and Reiner Road. The master plan that guides development of the portions of the site zoned TR-P (Traditional Residential–Planned District) will also be amended to reflect the corresponding revisions to the subdivision proposed on the revised preliminary plat. Finally, the applicant is also seeking approval of the first final plat of the subdivision, which will encompass 109.5 acres of the overall site.

Revised Preliminary Plat

The street layout first approved for the subdivision is unchanged with the revised preliminary plat with the exception that formal street names are shown (whereas the prior version had placeholder street names such as 'A' Street). Two streets platted with the Jannah Village subdivision west of Felland Road will extend west to east across the development to Reiner Road. On the northern half of the site, Whooping Crane Drive will extend across the subdivision as an 80-foot wide collector street, while Blissful Avenue will extend across the southern half of the site, also as an 80-foot wide collector. Primary access to the subdivision from Commercial Avenue will be provided by American Robin Drive, which is shown as a 100-foot wide right of way that will extend north to Whooping Crane Drive to accommodate a landscaped median. Additionally, two local streets in the Woods Farm subdivision northeast of the site – Blue Stone Terrace and Burnette Downs Drive – will extend into the plat.

The primary purpose of the revised preliminary plat is to adjust the number of dwelling units to be developed across the northern two-thirds of the subdivision. Most of the proposed *Reiland Grove* subdivision will be developed with single-family detached residences and two-family residences on fee simple lots platted along a network of local streets. In all, 107 lots on the revised preliminary plat will be developed with street-loaded single-family residences, 186 lots will be developed with alley-loaded single-family residences, and 198 lots will be developed with alley-loaded two-family dwelling units. All the single- and two-family residences will be developed in TR-P zoning. In addition to the single- and two-family units proposed, the subdivision will include 74 alley-loaded townhouse units to be developed in TR-U1 zoning. Whereas the previous preliminary plat created lots for 548 dwelling units across the northern two-thirds of the site, the revised preliminary plat will create 565 lots for the various dwelling units. A comparison of the units proposed with the current version and the units previously approved is included in the amended TR-P materials, which also highlight where in the subdivision the revised unit mix is proposed.

The southern third of the 149.7-acre site will be platted as four outlots for future development, including most of the Commercial Avenue frontage of the site and approximately 1,000 feet of frontage along Reiner Road north of Commercial. The four outlots for future development – Outlots 10-13 – were not rezoned with the zoning map amendments approved in July 2025 and remain zoned A. The proposed outlots will instead be rezoned to another district(s) prior to any further subdivision and issuance of permits for future buildings. Two additional outlots (3 and 4) identified for future development are proposed on either side of Blissful Avenue as it enters the site from Felland Road adjacent to the Town parcels to the north and south.

The revised preliminary plat continues to show an outlot to be dedicated to the City for parkland on the north side of Whooping Crane Drive between Great Egret Parkway and Blue Stone Terrace. The size and location of Outlot 6 of the current preliminary plat is consistent with the size and location approved on the July 2025 preliminary plat. Four outlots will be dedicated to the City for stormwater management with the plat – two each along the eastern and western edges of the site. Outlots 2 and 5 are proposed to manage stormwater along the western edges of the subdivision, while Outlots 7 and 9 will manage stormwater along the Reiner Road frontage.

In addition to the proposed public park to be located on Outlot 6, a 1.85-acre Lot 116 will be located on the west side of Prairie Falcon Drive (previously "Q" Street) south of Whooping Crane Drive, which will be developed as a private open space parcel to be maintained by the subdivision homeowner's association.

Proposed Final Plat

The applicant is also requesting approval of a final plat for the first phase of the subdivision, which will include 88 single-family lots, 36 lots for two-family residences, and the lot for the private park. The first phase will be located in the southwestern quadrant of the overall site and will include the dedication and construction of the extension of Blissful Avenue east of Felland Road as well as Whooping Crane Drive to provide access to the development initially. The two outlots for stormwater management on the western side of the subdivision will also be dedicated with the final plat, which are shown as Outlots 5 and 8 (which is different from their designation on the preliminary plat).

The final plat also proposes four outlots for future development, which are shown as 1–4 on the final plat. The areas designated as outlots for future development do not comprise the entirety of the subject site, and the applicant has discussed an interim land division to break the 149.7-acre site into parcels of varying size to assist with the implementation of the development. Any such land division and the outlots for future development created by the first final plat will need to be configured in accordance with the City's Subdivision Regulations and Chapter 236 of Wisconsin Statutes, with conformance with those regulations to be determined prior to final approval and recording of this final plat.

Analysis

The Planning Division believes that the revised preliminary plat of Reiland Grove and amended TR-P master plan remains generally consistent with the land uses and street pattern recommended for the site in the adopted Northeast Neighborhood Development Plan.

The revised housing mix proposed by the applicant is consistent with the neighborhood development plan recommendation that a variety of housing types be developed across the subject site and the larger Northeast neighborhoods to provide opportunities for households of different sizes, ages, incomes and lifestyles, and include opportunities for both owner-occupied and renter-occupied housing. The plan generally recommends that development occur on small blocks of highly connected streets intended to distribute traffic to many points of ingress and egress and is conducive to pedestrian and bicycle movement. Both residential and non-residential buildings should be oriented toward the street to provide definition to a block face and create a more engaging street environment. The development pattern shown on the revised preliminary plat continues to reflect these recommendations and at the densities generally recommended across the northern two-thirds of the site to be developed by the applicant.

As noted in the project review, the preliminary plat continues to call for four outlots for future development (Outlots 10-13) to be located on the southern third of the site along the Commercial Avenue frontage and approximately 1,000 feet of frontage along Reiner Road. The four outlots will total approximately 31 acres of land exclusive of right of way. The land comprising the four outlots for future development includes the portions of the site recommended in the Northeast Neighborhood Development Plan for community mixed-use development and employment, as well as land recommended for Housing Mix 3, Housing Mix 4, and park and open space adjoining the mixed-use and employment land. As noted earlier in this report, the four outlots are zoned A (Agricultural District) and will need to be rezoned prior to their development, at which time consistency with the neighborhood development plan's recommendations will need to be carefully considered. However, consistent with a condition included with the July 2025 preliminary plat approval, a condition is recommended for the current preliminary plat to ensure that future development of Outlot 13 include the extension of Song Sparrow Street to Commercial

Avenue to provide an additional means of access for the subdivision from the south consistent with the land use and street plan in the Northeast Neighborhood Development Plan.

The revised preliminary plat does not propose changes to the street network reviewed earlier this year for conformance with the *Complete Green Streets Guide*, and no changes to the public park along the northern tier of the subdivision are proposed. Reviewing agencies have reviewed the revised preliminary plat and submitted conditions of approval to guide its implementation as phased final plats are submitted for approval, which are included in the 'Recommendations' section of this report.

Staff believes that the Plan Commission may also find that the final plat for the first phase of Reiland Grove is in substantial conformance with the proposed preliminary plat and recommend its approval subject to the conditions at the end of this report.

Conclusion

The applicants have submitted a revised preliminary plat and the first final plat of Reiland Grove for approval. The revised preliminary plat is consistent with the applicable recommendations for the site in the Northeast Neighborhoods Neighborhood Development Plan and Comprehensive Plan. Staff believes that the Plan Commission may find that the revised preliminary plat, amended master plan for the portions of the site zoned TR-P, and final plat meet the standards for approval subject to the conditions that follow.

Recommendation

Planning Division Recommendation (Contact Timothy M. Parks, (608) 261-9632)

The Planning Division recommends the following to the Plan Commission regarding 6004 Commercial Avenue and 602-902 Reiner Road:

- That the Plan Commission find the standards met and forward the revised preliminary plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning immediately below;
- That the Plan Commission find the standards met and **approve** the amended TR-P master plan; and
- That the Plan Commission find the standards met and forward the final plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 17** of this report:

Recommended Revised Preliminary Plat Conditions of Approval | Major/Non-Standard Conditions are Shaded

Planning Division

1. The private alley on Outlot 8 proposed to intersect Reiner Road to serve the townhouse lots (299-315) requires approval by the Plan Commission per the Subdivision Regulations. The final plat shall show no access for this private alley to Reiner Road unless approved by the Plan Commission following a recommendation by the City Traffic Engineer.

2. That at the time of rezoning and final platting or re-division of Outlot 13, Song Sparrow Street shall be extended one block further south to connect to Commercial Avenue to increase the amount of connectivity for the development consistent with the Northeast Neighborhoods Development Plan. Final approval of the details of the intersection of Song Sparrow Street and Commercial Avenue shall be approved by the Traffic Engineering, City Engineering, and Planning Divisions at the time of approval.

3. The applicant shall submit to the Planning Division two copies of private subdivision covenants, conditions and restrictions, and easements that will govern the organizational structure, use, maintenance and continued protection of the development and any common services, open areas or other facilities to serve the proposed plat (private alleys, open spaces, etc.). These documents shall be approved by the Planning Division in consultation with the City Attorney's Office prior to final approval of the plat for recording.

4. That prior to final approval and recording of a final plat containing private open spaces, the applicant shall demonstrate compliance with the requirements in Section 16.23(8)(f)8 of the Subdivision Regulations for privately-owned and maintained open space, including the execution of land use restrictions and open space easements in a form acceptable to the Parks Division, Planning Division, and City Attorney's Office.

5. The proposed subdivision includes lots to be developed with buildings that share common walls. Consistent with the requirements in Section 16.23(3)(a)9. of the Subdivision Regulations and Section 28.151 of the Zoning Code, the applicant shall record a joint cross access and maintenance agreement to govern the common access to and maintenance of the shared common features of such proposed buildings, including but not limited to driveways, utilities, walkways, roofs, and exterior walls. The applicant shall provide a draft of this agreement for review and comment by City staff prior to recording.

6. Consistent with the July 2025 condition of approval for the *Reiland Grove* preliminary plat, the applicant shall work with City Engineering and Planning staff to explore "distributed infiltration" practices as part of the means to meet the infiltration requirements identified under MGO Chapter 37, the Northeast Neighborhood Development Plan, and those recommended in the 2010 CARPC CUSA amendment approval resolution. These methods could include but not be limited to: rain gardens installed to serve a "block of lots", pervious pavement, depressed terraces, rain barrels and/or other methods. These "distributed" practices would be used in coordination with regional, plat-level practices. This discussion shall occur prior to recording of a final plat of the subdivision.

7. That the applicant work with the Planning Division and Capital Area Regional Planning Commission to revise the environmental corridor map to reflect any changes to the mapped corridor proposed by the development prior to final approval and recording of the final plat.

The following conditions of approval have been submitted by reviewing agencies:

City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

8. A Phase 1 Environmental Site Assessment (ESA) (per ASTM E1527-21), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Environmental Review (environmentalreview@cityofmadison.com)..

9. The applicant shall provide projected wastewater flow to each point of connection (existing sewer mains on Felland Road, Commercial Avenue, and Reiner Road). Off-site sewer improvements by the developer will likely be required as a condition for development.

10. The stormwater management plan shall document protection of the low property at the corner of Felland Road and Commercial Avenue. Additionally, peak discharges are limited beyond the limits of MGO Chapter 37 to the capacity of existing culverts under Commercial Avenue and Felland Road. Additionally, for these discharges the peak volume of discharge is further limited beyond the above to matching the 10-year storm volume existing to proposed unless easements over the downstream properties are procured.

11. The developer shall enter into a City/Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off of the final plat. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule thedevelopment and approval of the plans and the agreement.

12. The developer shall construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.

13. The developer shall construct sidewalk/multi-use path, terrace, curb, gutter, and pavement along the east side of Felland Road, the west side of Reiner Road, and the north side of Commercial Avenue along the plat frontage per plans approved by the City Engineer. The curb and gutter requirement along Reiner Road and Commercial Avenue can be eliminated if determined by the City Engineer that construction will not be practical due to location, grades, or a combination of both.

14. The applicant shall construct a north-south multi-use path within the plat from Blissful Avenue to the northern boundary of the plat to a plan approved by the City Engineer. This path shall connect to the existing Woods Farm Path with future developments to the north of this plat.

15. The applicant shall construct improvements to Felland Road, Commercial Avenue, and Reiner Road at all intersections with new streets in order to facilitate ingress and egress to the development per a plan approved by the City Engineer.

16. The applicant shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.

17. This development is subject to impact fees for the Northeast Neighborhood Sanitary Sewer Improvement Impact Fee District - $215.00/ 1,000 square-foot (2025 rate). All impact fees are due and payable at the time building permits are issued (MGO Ch. 20). Add the following note on the face of the plat: “Lots/buildings within this development are subject to impact fees that are due and payable at the time building permit(s) are issued.”

18. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) toobtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.

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

20. An Erosion Control Permit is required for this project.

21. A Storm Water Management Report and Storm Water Management Permit is required for this project.

22. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 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. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.

23. Submit a soil boring report that has been prepared by a Professional Engineer two weeks prior to recording the final plat to the City Engineering Division indicating the ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than nine (9) feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.

24. Confirm that minimum Intersection Sight Distance is provided where public streets intersect per AASHTO's A Policy on Geometric Design of Highways and Streets Seventh Edition, Section 9.5. This condition is applicable for all public street intersections within the plat and along the plat boundary. If minimum sight distance does not exist at intersections along the plat boundary, change the location of the street intersection, or agree to make improvements to the existing roadways such that the minimum required sight distance is achieved, or make the mitigating improvements as required by the City. The improvements indicated may require right of way outside of the plat. The applicant shall be aware of potential issues meeting Intersection sight distance compliance at the Felland Road and Yellow Canary Street intersection.

25. Provide calculations for the 500-year storm event, as identified in MGO Chapter 37, as part of the plat design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.

26. Install a property boundary witness markers along the boundary of lands dedicated for public stormwater purposes at property corners or in locations that are mutually agreeable to the applicant and Engineering Division.

27. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an11- by 17-inch copy of an erosion control plan (PDF electronic copy preferred) to Megan Eberhardt

(west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

28. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction periodwith the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

29. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.

30. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website. The Storm Water Management Plan & Report shall include compliance with the following:

    Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

    Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

    Detain the 2-, 5-, 10-, 100-, and 200-year storm events, matching post-development rates to pre-development rates and using the design storms identified in MGO Chapter 37.

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

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

    Provide onsite volumetric control limiting the post construction volumetric discharge to the predevelopment discharge volume as calculated using the 10-year storm event

    The applicant shall demonstrate that water can leave the site and reach the public right of way without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

    Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any best management practices (BMP) used to meet stormwater management requirements on this project.

31. 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).

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

32. The private alley on Outlot 8 proposed to intersect Reiner Road requires approval by the Plan Commission per the Subdivision Regulations. The final plat shall show no access for this private alley to Reiner Road if approval is not obtained.

33. The portions of the lands to be conveyed to the adjacent metes and bounds parcels along Felland Road shall be detached from the City of Madison prior to conveying to the adjacent owners to avoid creation of jurisdictional issues for lands intended to be a single parcel.

34. There are lands in the northeastern quadrant of this preliminary plat that are proposed to not be included as part of the first final plat area. As currently proposed and noted on the preliminary plat, the remnant 40 plus acre parcel would currently have divided interests of two different owners. The applicant shall provide information on how this will be accomplished with the final plat without the creation of any illegal parcels and violation of the City of Madison Subdivision Ordinance and state statutes.

35. The eight new street names were preapproved and are valid for use.

36. Grant a 15-foot wide Temporary Grading and Sloping Easement to the City of Madison for the construction of future public street improvements along Reiner Road and Commercial Avenue over the outlots reserved for future development when they are platted. The easement shall terminate upon the completion of construction of the construction of the full cross section of public improvements within the right of way adjacent to these outlots.

37. For any necessary off-site public sanitary sewer, drainage or storm sewer improvements required to serve this development, the developer shall acquire the right of way and/or easements as required at their expense. If an easement is required, a separate City of Madison Office of Real Estate Services project shall be created to draft, administer and record the required easement. Contact Jeff Quamme of Engineering-Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate any necessary Real Estate project, and associated information and fees required.

38. MG&E Electric Transmission Line Easement per Document No. 2108614 was assigned to ATC per Document No. 4202339, and shall be noted on the plat and updated in the title report. The applicant shall coordinate ATC's conveyance of rights of the easement to the City of Madison for that portion within a public right of way. Upon submittal of the final plat, contact Jeff Quamme (jrquamme@cityofmadison.com) to coordinate and set up a Real Estate project.

39. The permanent limited easement for storm water drainage purposes per Document No. 5823998 at the west end of proposed Blissful Avenue shall be released by the City of Madison prior to final platting of that street.

40. The portion of Commercial Avenue/ CTH T that was previously conveyed by Document No. 643759 shall be removed from the right of way to be dedicated by this plat.

41. The surveyor shall provide the basis of the right of way of Commercial Avenue. The right of way plat for old Highway 30 per the right of way plat and conveyance leaves latitude for interpretation and refers to the previous town road. Contact Jeff Quamme jrquamme@cityofmadison.com., (608) 266-4097 to coordinate.

42. Access control regulations by Document Nos. 820381 and 1368501 are being reviewed to determine if there are State or County agencies that may have rights of access control. This shall be determined prior to the recording of any final plat having a boundary abutting Commercial Avenue.

43. No vehicular access shall be noted along Reiner Road, Felland Road, and Commercial Avenue. The outlots reserved for future development may have the access restrictions modified as part of a future land division approved by the City of Madison.

44. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat. These will be required for each final plat if platted in phases. Those easements shall be properly shown, dimensioned and labeled on the final plat. This includes easements required by the City of Madison for wet utilities.

45. As required by Ordinance, provide private Easements or private Outlots to accommodate the current USPS required centralized delivery of mail using Cluster Box Units (CBUs). Coordinate the locations of the CBUs with the USPS Development Coordinator, City Engineering and Traffic Engineering Staff and in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works. CBUs serving this land division will not be permitted within any publicly owned or dedicated lands.

    At a minimum, the final placement of CBUs for each phase of development subject to this preliminary plat shall be determined prior to construction. The locations for each phase shall be as required by Ordinance, in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.

    The required CBU documents shall be recorded prior to the start of construction of the public improvements serving any Lot or Outlot. In the instance of land divisions that do not require the construction of public improvements or a contract with the developer, the required approved CBU documents shall be recorded simultaneously with the final approved land division. Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

46. The lot and outlot numbering on the preliminary plat do not meet requirements of the statutes. The final plat(s) shall properly number lots and outlots consecutively as required by statute.

47. Provide all recorded-as information on all lines of the exterior boundary.

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

48. The applicant shall work the Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Reiner Road.

49. The applicant shall work Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Felland Road.

50. The applicant shall submit a traffic study analyzing the impacts of their development on the intersection of Commercial Avenue/Reiner Road/Sprecher Road and be responsible for any improvements as approved by the Director of Traffic Engineering.

51. The applicant shall add a note to the plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

52. The applicant shall provide a minimum 150-foot centerline radius and a minimum 100-foot tangent between curves on all public right of ways in this plat per MGO Section 16.23(6)(a)(11).

53. The applicant shall dedicate sufficient right of way to allow for minimum eight (8)-foot terraces on all streets in this plat. Any variances shall be approved by the City Traffic Engineer.

54. Blissful Avenue, Whooping Crane Drive, and American Robin Drive shall be classified as Community Connector Streets as defined by the current Complete Green Streets Guide.

55. Purple Martin Lane, House Wren Road, Great Egret Parkway, Red Cardinal Road, Pine Warbler Lane, Tree Swallow Lane, Herring Gull Lane, Prairie Falcon Drive, Burnette Downs Drive, Indigo Bunting Lane, Blue Stone Terrace, and Song Sparrow Street shall be classified as Neighborhood Streets as defined by the current Complete Green Streets Guide.

56. Yellow Canary Street, House Finch Lane, Tundra Swan Drive, Green Heron Lane, and Eastern Phoebe Street shall be classified as Neighborhood Yield Streets as defined by the current Complete Green Streets Guide.

57. White Owl Street and Spotted Towhee Drive shall be classified as Mixed-Use Neighborhood Streets as defined by the current Complete Green Streets Guide.

58. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division's Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12-foot easement between lots and 6-foot easements on corner lots where streetlights are needed.

59. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign off of the final plat.

Parking Division (Contact Trent W. Schultz, 608-246-5806)

60. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of subdivision review. As development progresses in the subdivision, residential uses with 10 or more dwelling units and other applicable uses in MGO 16.03 will be subject to TDM Plan review.

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

61. Obtain demolition approval and raze permits for existing buildings that will need to be demolished for the subdivision.

62. Work with Zoning and Planning staff to finalize approval of the Reiland Grove Amended TR-P Master Plan document.

63. The Two-Family Twin dwellings shall have a joint cross access and maintenance agreement which shall be recorded with the land division.

64. Increase the width of Lot 295 to a minimum of 15 feet. The minimum width of a lot with a single-family attached dwelling in the TR-U1 zoning district is 15 feet.

Fire Department (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed this request and recommended no conditions of approval.

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

65. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right-of-way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped.

66. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO 16.23(9)(d)(3).

67. All public water mains and water service laterals shall be installed by a standard City subdivision contract / City-Developer Agreement. The applicant shall contact City Engineering Division to schedule the development of plans and the agreement. See Engineering Division comments for additional information.

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

This agency has reviewed this request and recommended no conditions of approval.

Parks Division (Contact Brian Kowalski, (608) 243-2848)

68. Park land dedication is required for all new residential units as part of this plat development per MGO Section 16.23(6) (f). Outlot 6 provides 255,631 square feet of park land dedication. This is an under-dedication based on anticipated unit counts of the Reiland Grove preliminary plat. Credit for this parkland dedication will be provided to new residential units on a first-come, first-served basis, or as otherwise agreed to by the developer and the Parks Division. Once this credit is used, Park-Land Impact Fees, per MGO Sections 16.23(6)(f) and 20.08(2) will be due for all new residential units which do not meet the park land dedication requirements and are payable no later than the time of the issuance of building permits for individual lots.

69. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. Please reference ID# 25031 when contacting Parks Division staff about this project.

70. The following note should be included on the final plat: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued." The Parks Division shall be required to sign off on the final plat of this subdivision.

71. Prior to sign-off on the final plat, the applicant shall execute a declaration of conditions and covenants along with an impact fee schedule for the park impact fees for this development. The Parks Division shall be required to sign-off on the final plat of this subdivision.

72. The applicant shall install a fence along the boundary of lands dedicated for public park purposes at the sole expense of the applicant. The fence shall be installed on private property to a design that is mutually agreeable to the applicant and Parks Division. The cost of the fence shall not be eligible for Park–Infrastructure Impact Fee credits. The applicant shall execute a deed restriction that would require the fence to be perpetually maintained by the property owners for any lots that are adjacent to publicly dedicated park lands.

73. The applicant shall prominently stake all boundaries and property irons for lands to be dedicated for park purposes.

74. Once dedicated to the public, the developer shall not use park property for construction staging, stockpiling material, or any other purpose unless specifically approved by the Parks Superintendent.

75. The applicant shall provide existing condition survey information in AutoCAD format for all park dedication area to the Parks Division.

76. No farming or use of lands to be dedicated to the public for Park purposes shall be allowed unless specifically approved by the Parks Superintendent and permitted under a farm lease administered through the City of Madison Office of Real Estate Services.

77. The developer shall provide soil borings within any lands to be dedicated as parkland.

78. The parkland dedication should meet the following guidelines for park development:
    a) Areas within a park to be used for open space for active and passive recreation shall be graded at 1-2% for the area of field proposed.
    b) No side slopes within the park dedication area shall exceed 4:1.
    c) The applicant shall provide proposed grading plans prior to approval of the area for dedicated public park lands.
    d) No proposed utilities will be allowed on public park land without prior approval by the Parks Superintendent or his designee.
    e) Areas that are wetlands shall not be dedicated as public parkland.

Forestry Section (Contact Jeffrey Heinecke, (608) 266-4890)

This agency has reviewed this request and recommended no conditions of approval.

Office of Real Estate Services (Contact Trent Milliken, (608) 266-5940)

79. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate. If any of the land within the plat boundary is under contract for sale or purchase, and said transfer will be conducted at the time of plat recording, an escrow agreement may be necessary. Please discuss closing plans with your contact in ORES in advance of signoff. When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.

80. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

81. If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the plat boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to plat approval sign-off.

82. A Consent of Lessee certificate shall be included on the final plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off. ***For agricultural lands being platted, verify if farm leases are in place***.

83. If any portion of the lands within the plat boundary are subject to an Option to Purchase or other option interest please include a Certificate of Consent for the option holder and executed prior to approval sign-off.

84. As of December 4, 2025, the 2024 real estate taxes are paid for the subject property. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to Plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.

85. As of December 4, 2025, there are no special assessments reported for the parcels within the plat boundary. Pursuant to MGO Section 16.23(5)(g)1 and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to ORES in advance of plat approval sign-off.

86. A title report was submitted with the application and preliminary plat, but an updated title report was not received with the revised final plat. This will be required prior to sign-off to ensure any changes to the title report are reflected on the final plat. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (April 9, 2025) and the date when sign-off approval is requested. A title commitment may be provided, but will only be considered as supplementary information to the title report update. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to

impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.

87. Accurately reflect the contents of the title report when preparing the final plat.

88. Depict, name, and identify by document number on the proposed plat all existing easements cited in record title. Electric Line Easement for Transmission and Distribution per Document No. 2108614 not depicted or noted.

89. Record satisfactions or releases for all recorded instruments that encumber or benefit the subject lands, if all interested parties agree that the purpose for such instrument is no longer necessary or relevant for the purposes of the land division.

90. Initiate requests to all applicable utilities to record releases of their interests in utility easements in underlying plats or CSMs, if this proposed plat is a redivision of existing plats or CSMs with utility easements that will no longer be applicable; and, prior to requesting sign-off, place a note in the proposed plat citing the recording data for the City's recorded release of same.

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

Planning Division

1. The applicant shall submit to the Planning Division two copies of private subdivision covenants, conditions and restrictions, and easements that will govern the organizational structure, use, maintenance and continued protection of the development and any common services, open areas or other facilities to serve the proposed plat (private alleys, open spaces, etc.). These documents shall be approved by the Planning Division in consultation with the City Attorney's Office prior to final approval of the plat for recording.

2. That prior to final approval and recording of a final plat containing private open spaces, the applicant shall demonstrate compliance with the requirements in Section 16.23(8)(f)8 of the Subdivision Regulations for privately-owned and maintained open space, including the execution of land use restrictions and open space easements in a form acceptable to the Parks Division, Planning Division, and City Attorney's Office.

3. The proposed subdivision includes lots to be developed with buildings that share common walls. Consistent with the requirements in Section 16.23(3)(a)9. of the Subdivision Regulations and Section 28.151 of the Zoning Code, the applicant shall record a joint cross access and maintenance agreement to govern the common access to and maintenance of the shared common features of such proposed buildings, including but not limited to driveways, utilities, walkways, roofs, and exterior walls. The applicant shall provide a draft of this agreement for review and comment by City staff prior to recording.

4. That prior to recording of a final plat of the subdivision, the applicant work with City Engineering and Planning staff to explore "distributed infiltration" practices as part of the means to meet the infiltration requirements identified under Chapter 37, MGO, the Northeast Neighborhood Development Plan, and those recommended in the 2010 CARPC CUSA amendment approval resolution. These methods could include but not be limited to:

rain gardens installed to serve a "block of lots", pervious pavement, depressed terraces, rain barrels and/or other methods. These "distributed" practices would be used in coordination with regional, plat-level practices.

5. That the applicant work with the Planning Division and Capital Area Regional Planning Commission to revise the environmental corridor map to reflect any changes to the mapped corridor proposed by the development prior to final approval and recording of the final plat.

The following conditions of approval have been submitted by reviewing agencies

City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

6. A Phase 1 Environmental Site Assessment (ESA) (per ASTM E1527-21), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Environmental Review (environmentalreview@cityofmadison.com).

7. Confirm that minimum Intersection Sight Distance is provided where public streets intersect per AASHTO's A Policy on Geometric Design of Highways and Streets Seventh Edition, Section 9.5. This condition is applicable for all public street intersections within the plat and along the plat boundary. If minimum sight distance does not exist at intersections along the plat boundary, change the location of the street intersection, or agree to make improvements to the existing roadways such that the minimum required sight distance is achieved, or make the mitigating improvements as required by the City. The improvements indicated may require right of way outside of the plat. The applicant shall be aware of potential issues meeting Intersection sight distance compliance at the Felland Road and Yellow Canary Street intersection.

8. The applicant shall provide projected wastewater flow to each point of connection (existing sewer mains on Felland Road, Commercial Avenue (future), and Reiner Road (future)). Off-site sewer improvements by the developer will likely be required as a condition for development.

9. The stormwater management plan shall document protection of the low property at the corner of Felland Road and Commercial Avenue. Additionally, peak discharges are limited beyond the limits of MGO Chapter 37 to the capacity of existing culverts under Commercial Avenue and Felland Road. Additionally, for these discharges the peak volume of discharge is further limited beyond the above to matching the 10-year storm volume existing to proposed unless easements over the downstream properties are procured.

10. The developer shall enter into a City/Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off of the final plat. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule thedevelopment and approval of the plans and the agreement.

11. The developer shall construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.

12. The developer shall construct sidewalk/multi-use path, terrace, curb, gutter, and pavement along the east side of Felland Road, the west side of Reiner Road, and the north side of Commercial Avenue along the plat frontage per plans approved by the City Engineer. The curb and gutter requirement along Reiner Road and Commercial Avenue can be eliminated if determined by the City Engineer that construction will not be practical due to location, grades, or a combination of both.

13. The applicant shall construct a north-south multi-use path within the plat from Blissful Avenue to the northern boundary of the plat to a plan approved by the City Engineer. This path shall connect to the existing Woods Farm Path with future developments to the north of this plat.

14. The applicant shall construct improvements to Felland Road, Commercial Avenue, and Reiner Road at all intersections with new streets in order to facilitate ingress and egress to the development per a plan approved by the City Engineer.

15. The applicant shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.

16. This development is subject to impact fees for the Northeast Neighborhood Sanitary Sewer Improvement Impact Fee District - $215.00/ 1,000 square-foot (2025 rate). All impact fees are due and payable at the time building permits are issued (MGO Ch. 20). Add the following note on the face of the plat: "Lots/buildings within this development are subject to impact fees that are due and payable at the time building permit(s) are issued."

17. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) toobtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.

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

19. Provide proof of septic system abandonment from Public Health–Madison and Dane County as a condition of plan approval.

20. An Erosion Control Permit is required for this project.

21. A Storm Water Management Report and Storm Water Management Permit is required for this project.

22. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 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. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.

23. When subdivision or land divisions are submitted for Outlot 4, construction on Commercial Avenue (CTH T) will be required.

24. Submit a soil boring report that has been prepared by a Professional Engineer two weeks prior to recording the final plat to the City Engineering Division indicating the ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than nine (9) feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.

25. Provide calculations for the 500-year storm event, as identified in MGO Chapter 37, as part of the plat design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.

26. Submit proposed lot corner grades with the stormwater management plan as these two items must be reviewed together to properly determine stormwater overflow conditions. Prior to the issuance of building permits, submit a master stormwater drainage plan with final as-built lot corner grades. These grades may be modified from the originally proposed grades provided they continue to meet design tolerances. No building permits shall be issued prior to City Engineering Division final approval of this plan.

27. Install a property boundary witness markers along the boundary of lands dedicated for public stormwater purposes at property corners or in locations that are mutually agreeable to the applicant and Engineering Division.

28. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an11- by 17-inch copy of an erosion control plan (PDF electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

29. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction periodwith the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

30. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.

31. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website. The Storm Water Management Plan & Report shall include compliance with the following:

    Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

Detain the 2-, 5-, 10-, 100-, and 200-year storm events, matching post-development rates to pre-development rates and using the design storms identified in MGO Chapter 37.

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

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

Provide onsite volumetric control limiting the post construction volumetric discharge to the predevelopment discharge volume as calculated using the 10-year storm event

The applicant shall demonstrate that water can leave the site and reach the public right of way without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any best management practices (BMP) used to meet stormwater management requirements on this project.

32. 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).

City Engineering Division – Mapping Section (Contact Julius Smith, (608) 264-9276)

33. The portions of the lands to be conveyed to the adjacent metes and bounds parcels along Felland Road shall be detached from the City of Madison prior to conveying to the adjacent owners to avoid creation of jurisdictional issues for lands intended to be a single parcel.

34. There are remnant lands north and east of this final plat that are not included as an outlot within this plat. As currently proposed and noted on the applicable preliminary plat, the remnant 40 plus acre parcel currently has divided interests of two different owners. The applicant shall provide information on how this will be accomplished prior to recording this final plat without the creation of any illegal parcels and violation of the City of Madison Subdivision Ordinance and state statutes.

35. The eight new street names were preapproved and are valid for use.

36. Grant a 15-foot wide Temporary Grading and Sloping Easement to the City of Madison for the construction of future public street improvements along Reiner Road and Commercial Avenue over the outlots reserved for future development when they are platted. The easement shall terminate upon the completion of construction of the construction of the full cross section of public improvements within the right of way adjacent to these outlots.

37. For any necessary off-site public sanitary sewer, drainage or storm sewer improvements required to serve this development, the developer shall acquire the right of way and/or easements as required at their expense. If

an easement is required, a separate City of Madison Office of Real Estate Services project shall be created to draft, administer and record the required easement. Contact Jeff Quamme of Engineering-Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate any necessary Real Estate project, and associated information and fees required.

38. Show and label MG&E Electric Transmission Line Easement per Document No. 2108614 that was also assigned to ATC per Document No. 4202339, and shall be noted on the plat and updated in the title report. The applicant shall coordinate ATC's conveyance of rights of the easement to the City of Madison for that portion within a public right of way. Upon submittal of the final plat, contact Jeff Quamme (jrquamme@cityofmadison.com) to coordinate and set up a Real Estate project.

39. The permanent limited easement for storm water drainage purposes per Document No. 5823998 at the west end of proposed Blissful Avenue shall be released by the City of Madison prior to final platting of that street.

40. The portion of Commercial Avenue/ CTH T that was previously conveyed by Document No. 643759 shall be removed from the right of way to be dedicated by this plat.

41. The surveyor shall provide the basis of the right of way of Commercial Avenue. The right of way plat for old Highway 30 per the right of way plat and conveyance leaves latitude for interpretation and refers to the previous town road. Contact Jeff Quamme jrquamme@cityofmadison.com., (608) 266-4097 to coordinate.

42. Access control regulations by Document Nos. 820381 and 1368501 are being reviewed to determine if there are State or County agencies that may have rights of access control. This shall be determined prior to the recording of any final plat having a boundary abutting Commercial Avenue.

43. No vehicular access shall be noted along Reiner Road, Felland Road, and Commercial Avenue. The outlots reserved for future development may have the access restrictions modified as part of a future land division approved by the City of Madison.

44. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat. Those easements shall be properly shown, dimensioned and labeled on the final plat. This includes easements required by the City of Madison for wet utilities if necessary.

45. As required by Ordinance, provide private Easements or private Outlots to accommodate the current USPS required centralized delivery of mail using Cluster Box Units (CBUs). Coordinate the locations of the CBUs with the USPS Development Coordinator, City Engineering and Traffic Engineering Staff and in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works. CBUs serving this land division will not be permitted within any publicly owned or dedicated lands.

    At a minimum, the final placement of CBUs for each phase of development subject to this preliminary plat shall be determined prior to construction. The locations for each phase shall be as required by Ordinance, in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.

The required CBU documents shall be recorded prior to the start of construction of the public improvements serving any Lot or Outlot. In the instance of land divisions that do not require the construction of public improvements or a contract with the developer, the required approved CBU documents shall be recorded simultaneously with the final approved land division. Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

46. Add a note: Outlots 1, 2, 3, 4, 6 and 7 of this plat are prohibited from further development until they are further subdivided in substantial conformance with the Preliminary Plat conditionally approved by Resolution RES-__-___, File ID , Adopted _____, 202_ by the Madison Common Council or any subsequent City of Madison approved Preliminary Plat and Final Plat or Certified Survey Map.

47. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The developer's surveyor and/or applicant shall submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com).

48. Prior to Engineering final sign-off by main office for final plats (CSM), the final Plat must be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final City Engineering Division sign-off.

49. Fix the overlapping text within Outlot 5 on the plat. Also, provide all recorded as information on all lines of the exterior boundary.

50. Provide updated title to reflect the correct ownership prior to final plat sign off.

51. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

    *This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal

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

33. The applicant shall work the Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Reiner Road.

34. The applicant shall work Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Felland Road.

35. The applicant shall submit a traffic study analyzing the impacts of their development on the intersection of Commercial Avenue/Reiner Road/Sprecher Road and be responsible for any improvements as approved by the Director of Traffic Engineering.

36. The applicant shall add a note to the plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

37. The applicant shall provide a minimum 150-foot centerline radius and a minimum 100-foot tangent between curves on all public right of ways in this plat per MGO Section 16.23(6)(a)(11).

38. The applicant shall dedicate sufficient right of way to allow for minimum eight (8)-foot terraces on all streets in this plat. Any variances shall be approved by the City Traffic Engineer.

39. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division's Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12-foot easement between lots and 6-foot easements on corner lots where streetlights are needed.

40. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign off of the final plat.

41. Blissful Avenue and Whooping Crane Drive shall be classified as Community Connector Streets as defined by the current Complete Green Streets Guide.

42. House Wren Road, Tree Swallow Lane, Herring Gull Lane, Prairie Falcon Drive, Indigo Bunting Lane, and Song Sparrow Street shall be classified as Neighborhood Streets as defined by the current Complete Green Streets Guide.

43. Eastern Phoebe Street shall be classified as Neighborhood Yield Streets as defined by the current Complete Green Streets Guide.

Parking Division (Contact Trent W. Schultz, (608) 246-5806)

44. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of subdivision review. As development progresses in the subdivision, residential uses with 10 or more dwelling units and other applicable uses in MGO Section 16.03 will be subject to TDM Plan review.

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

45. Obtain demolition approval and raze permits for existing buildings that will need to be demolished for the subdivision.

46. Work with Zoning and Planning staff to finalize approval of the Reiland Grove Amended TR-P Master Plan document.

47. The Two-Family Twin dwellings shall have a joint cross access and maintenance agreement which shall be recorded with the land division

Fire Department (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed this request and recommended no conditions of approval.

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

48. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO 16.23(9)(d)(3).

49. All public water mains and water service laterals shall be installed by a standard City subdivision contract / City-Developer agreement. Applicant shall contact City Engineering Division to schedule the development of plans and the agreement. See Engineering Division comments for additional information.

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

This agency has reviewed this request and recommended no conditions of approval.

Parks Division (Contact Brian Kowalski, (608) 243-2848)

50. No park land dedication is included in the Reiland Grove Final Plat. Park-Land Impact Fees, per MGO Sections 16.23 (6)(f) and 20.08(2) will be required for all new residential development associated with the Reiland Grove Final Plat. As the remainder of the lands included in the Reiland Grove Preliminary Plat are platted, Park-Land Impact Fees could be credited for parkland dedication of Outlot 6, shown in the preliminary plat. This would be determined when Outlot 6 of the Reiland Grove Preliminary Plat is dedicated as park land.

51. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sections 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. Please reference ID# 25031 when contacting Parks Division staff about this project.

52. The following note should be included on the final plat: “Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.”

53. Prior to sign-off on the final plat, the applicant shall execute a declaration of conditions and covenants for impact fees. The Parks Division shall be required to sign off on this plat.

Forestry Section (Contact Jeffrey Heinecke, (608) 266-4890)

This agency has reviewed this request and recommended no conditions of approval.

Office of Real Estate Services (Contact Trent Milliken, (608) 266-5940)

54. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate. If any of the land within the plat boundary is under contract for sale or purchase, and said transfer will be conducted at the time of plat recording, an escrow agreement may be necessary. Please discuss closing plans with your contact in ORES in advance of signoff. When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.

55. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

56. If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the plat boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to plat approval sign-off.

57. A Consent of Lessee certificate shall be included on the final plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off. ***For agricultural lands being platted, verify if farm leases are in place***.

58. If any portion of the lands within the plat boundary are subject to an Option to Purchase or other option interest please include a Certificate of Consent for the option holder and executed prior to approval sign-off.

59. As of December 4, 2025, the 2024 real estate taxes are paid for the subject property. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to Plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.

60. As of December 4, 2025, there are no special assessments reported for the parcels within the plat boundary. Pursuant to MGO Section 16.23(5)(g)1 and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to ORES in advance of plat approval sign-off.

61. A title report was submitted with the application and preliminary plat, but an updated title report was not received with the revised final plat. This will be required prior to sign-off to ensure any changes to the title report are reflected on the final plat. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (April 9, 2025) and the date when sign-off approval is requested. A title commitment may be provided, but will only be considered as supplementary information to the title report update. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to

impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.

62. Accurately reflect the contents of the title report when preparing the final plat.

63. Depict, name, and identify by document number on the proposed plat all existing easements cited in record title. Electric Line Easement for Transmission and Distribution per Document No. 2108614 not depicted or noted.

64. Record satisfactions or releases for all recorded instruments that encumber or benefit the subject lands, if all interested parties agree that the purpose for such instrument is no longer necessary or relevant for the purposes of the land division.

65. Initiate requests to all applicable utilities to record releases of their interests in utility easements in underlying plats or CSMs, if this proposed plat is a redivision of existing plats or CSMs with utility easements that will no longer be applicable; and, prior to requesting sign-off, place a note in the proposed plat citing the recording data for the City's recorded release of same.

Appendix A: Zoning Criteria

TR-P Zoning Criteria

Requirements	Required: Single-family detached	Proposed	Required: Two-family twin	Proposed
Lot Area (sq. ft.)	2,900 sq. ft.	All lots will exceed	1,800sq. ft./unit	All lots will exceed
Lot Width	30'	All lots will exceed	25'/unit	All lots will exceed
Minimum Front Yard Setback	15'	To be determined at the time of permitting	15'	To be determined at the time of permitting
Maximum Front Yard Setback	30' or up to 20% greater than block average		30' or up to 20% greater than block average	
Side Yard Setback	5'		5'	
Reverse Corner Side Yard Setback	8' (10' for garage)		8' (10' for garage)	
Rear Yard Setback	Street-accessed: 20' Alley-accessed: 2'		Street-accessed: 20' Alley-accessed: 2'	
Usable Open Space	None		None	
Maximum Lot Coverage	75%		75%	
Maximum Building Height	3 stories/ 35'		3 stories/ 35'	

TR-U1 Zoning Criteria

Requirements	Required	Proposed
Lot Area (per Multi-Family Unit)	1000 sq. ft. per unit	All lots will exceed
Lot Width	15' per unit	All lots will exceed

Front Yard Setback	15’	To be determined at the time of permitting
Maximum Front Yard Setback	30’ or up to 20% greater than block average	
Side Yard Setback	10’	
Reversed Corner Side Yard Setback	12’	
Rear Yard Setback	The lesser of 25% of lot depth or 20’	
Maximum Lot Coverage	90%	
Maximum Building Height	3 stories/ 40’	

Other Critical Zoning Items	
Yes:	Utility Easements
No:	Barrier Free, Transit-Oriented Development (TOD) Overlay, Urban Design, Floodplain, Landmarks, Waterfront Development, Wellhead Protection
	Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90636

File ID:	90636	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	10/27/2025
File Name:	Final Plat - Reiland Grove			**Final Action:**	

Title: Approving the final plat of *Reiland Grove* on land addressed as 6004 Commercial Avenue and 602-902 Reiner Road (District 3).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 69.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, Application.pdf, Letter of Intent.pdf, Final Plat.pdf, Staff Comments.pdf, Public Comment_12-01-25.pdf, Link to TR-P Amendment ID90920, Link to Revised Prelim Plat Res 90634

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	10/28/2025	Maggie McClain	Approve	11/14/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	10/27/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Plan Commission (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION		12/15/2025	Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Glenn, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the final plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Text of Legislative File 90636

Fiscal Note
No City appropriation is required with the approval of this final plat. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving the final plat of *Reiland Grove* on land addressed as 6004 Commercial Avenue and 602-902 Reiner Road (District 3).

Body
WHEREAS on July 15, 2025, the Common Council conditionally approved the preliminary plat of *Reiland Grove* on land addressed as 6004 Commercial Avenue and 602-902 Reiner Road, City of Madison, Dane County, Wisconsin by Resolution 25-00418 (ID 88206); and

WHEREAS Developer has duly filed the final plat of *Reiland Grove* for approval by the Madison Common Council;

NOW THEREFORE BE IT RESOLVED that said plat is hereby approved subject to all conditions as required by the reviewing City departments as required by Section 16.23 of the General Ordinances of the City of Madison, subject to the conditions noted in the Plan Commission files, and that same shall be recorded with the Dane County Register of Deeds.

BE IT FURTHER RESOLVED that the final plat substantially conforms to the preliminary plat, including any conditions of said approval, and including any revised preliminary plat approved by the Plan Commission and Common Council prior to or concurrent with the approval of the final plat.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the plat, bond and subdivision contract, subsequent affidavits of corrections, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approved plat.

BE IT FURTHER RESOLVED that the said plat is hereby added to the official map and the street grades for said plat on file in the City Engineer's Office are hereby approved.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded subdivision in the Comprehensive Plan and any applicable neighborhood plans.

BE IT FURTHER RESOLVED that all dedications included in this plat or required as a condition

of approval of this plat be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this subdivision, and that the Council recognizes and adopts said revised boundaries.

City of Madison

TR-P Master Plan Amendment, Revised Preliminary Plat and Final Plat

Location
602-902 Reiner Road
6004 Commercial Avenue

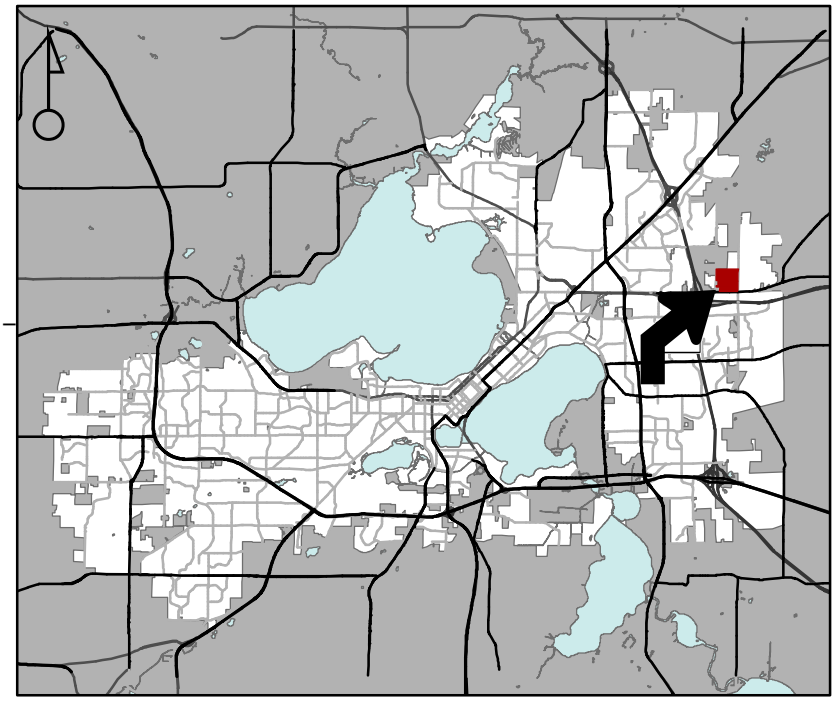
Applicant
VH 902 Reiner, LLC
D'Onofrio Kottke & Associates

Requests
- Revised preliminary plat for 495 lots for single- and two-family dwellings and 74 lots for future townhouses and various outlots
- Final plat creating 125 lots for first phase of subdivision development

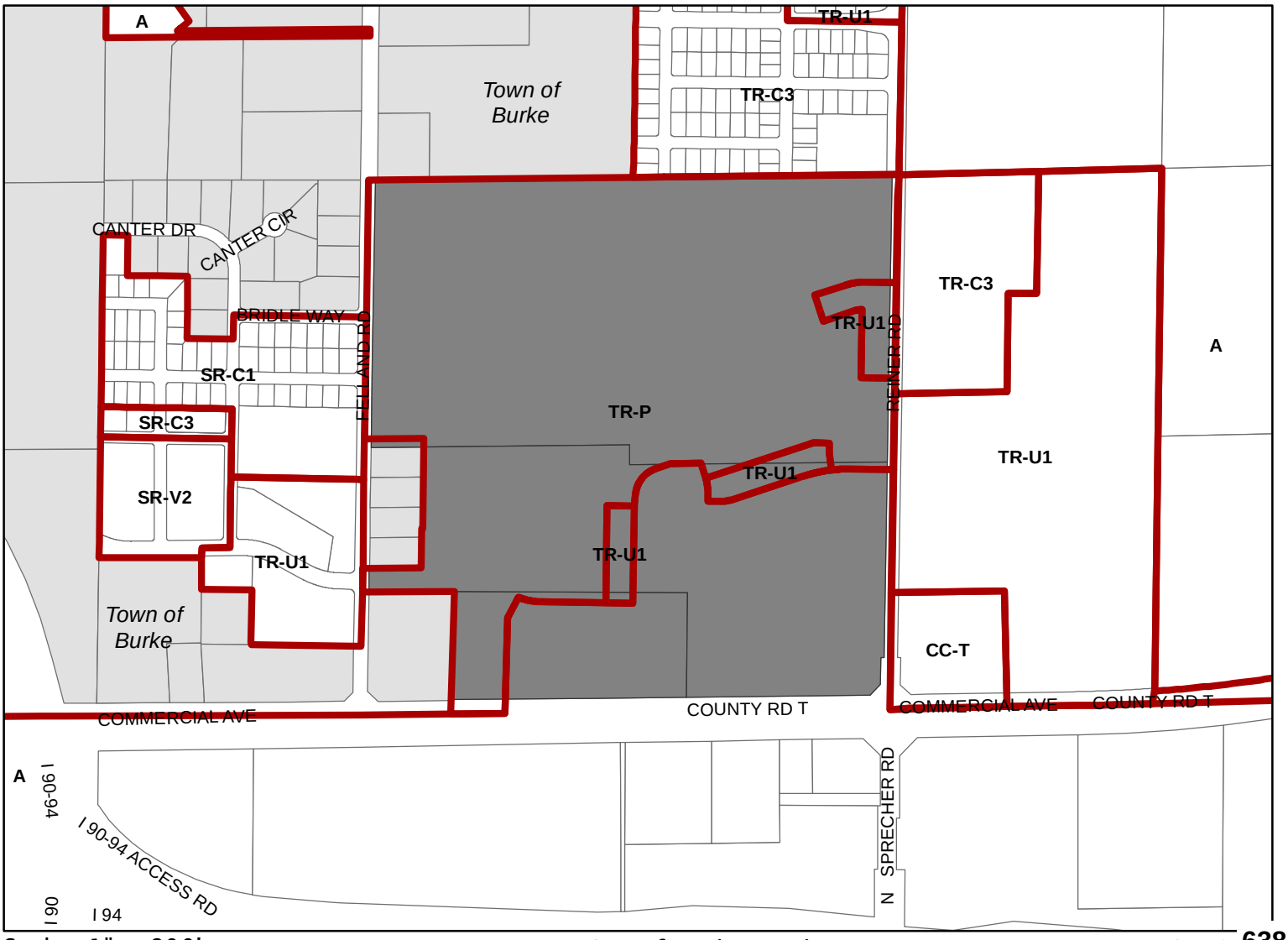
Public Hearing Dates

Plan Commission
December 15, 2025

Common Council
January 13, 2026



For Questions Contact: Tim Parks at: 261-9632 or tparks@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 800'

City of Madison, Planning Division : TP : Date : 12-10-

City of Madison

602-902 Reiner Road
6004 Commercial Avenue

Date of Aerial Photography : Spring 2

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 10/20/25 10:45 a.m.
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☑ Final Subdivision Plat ☐ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: Reiland Grove

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: VH 902 Reiner LLC Representative, if any: Matt Brink
Street address: 6801 South Towne Drive City/State/Zip: Madison, WI 53713
Telephone: (608) 226-3000 Email: mbrink@veridianhomes.com

Firm Preparing Survey: D'Onofrio Kottke & Assoc. Contact: Brett Stoffregan
Street address: 7530 Westward Way City/State/Zip: Madison, WI 53717
Telephone: (608) 833-7530 Email: bstoffregan@donofrio.cc

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 6004 Commercial Avenue, 602 and 902 Reiner Road
Tax Parcel Number(s): 081035400978, 081035400986, 081035400994
Zoning District(s) of Proposed Lots: TR-P, AG School District: Sun Prairie

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	125		22.06
Retail/Office			INC. ALL ROAD RIGHT-OF-WAY
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):		6	79.89
Outlots Dedicated to the Public (Parks, Stormwater, etc.)		2	7.51
Outlots Maintained by a Private Group or Association		1	0.04
PROJECT TOTALS	125	9	109.5

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Brett Stoffregan Signature: Brett Stoffregan

Date: 10/20/25 Interest In Property On This Date: Surveyor

7530 Westward Way, Madison, WI 53717 • Phone: 608.833.7530 • www.donofrio.cc

October 20, 2025

City of Madison – Planning Department
(via email)

Re: Reiland Grove – Final Plat/Revised Preliminary Plat

To whom it may concern,

We are pleased to submit the first final plat and preliminary plat for Reiland Grove, a 150-acre property Northwest of the Commercial Avenue and Reiner Road intersection on Madison's far east side.

Final Plat
Below is a breakdown of lot/outlot numbers and their designated uses for the final plat. A separate minor amendment zoning submittal will also be submitted, which will provide an updated comprehensive overview of the project.

- Private Outlots: 7 (1 for private open space and 6 reserved for future development)
- Public Outlots: 2 for stormwater management
- Residential: 125 total (36 attached single-family, 88 single-family, 1 community center).

Preliminary Plat
A revised preliminary plat that addresses staff concerns with single-family lots adjacent to the park on the north side of the property. The private park was removed from the west side of the property, and density was increased by 18 lots. A separate minor zoning amendment submittal will address these changes in more detail.

Thank you, and we look forward to your feedback.

Sincerely,
D'Onofrio, Kottke & Associates, Inc.

Brett T. Stoffregan, PLS

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

Department of Administration

REILAND GROVE

LOCATED IN THE NW1/4 OF THE SE1/4, NE1/4 OF THE SE1/4, SE1/4 OF THE SE1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 35, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor S-2742 do hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin State Statutes and the Subdivision Regulations of the City of Madison, and under the direction of the owners listed below, I have surveyed, divided and mapped "Reiland Grove" and that such plat correctly represents all the exterior boundaries and the subdivision of the land surveyed as is described as follows:

A parcel of land located in the NW1/4 of the SE1/4, NE1/4 of the SE1/4, SE1/4 of SE1/4 and the SW1/4 of the SW1/4 of Section 35, Township 8 North, Range 10 East, Town of Burke, Dane County, Wisconsin to-wit:

Beginning at the Southeast corner of said Section 35;
thence S89°23'36"W, 2179.79 feet along the South line of said SE1/4; thence N01°42'41"E, 608.09 feet; thence S89°37'50"W, 457.14 feet to the West line of said SE1/4; thence N00°49'57"E, 117.91 feet along said West line to the South line of the North 600 feet of the West 290.4 feet of said SW1/4 of the SE1/4; thence N89°23'39"E, 290.50 feet along said South line to the East line of the North 600 feet of the West 290.4 feet of said Southwest 1/4 of the Southeast 1/4; thence N00°49'57"E, 193.09 feet said East line of the North 600 feet of the West 290.4 feet of said SW1/4 of the SE1/4; thence N89°01'21"E, 3.00 feet; thence N00°49'57"E, 449.63 feet; thence S89°23'40"W, 293.50 feet to the West line of said SE1/4; thence N00°49'57"E, 1285.26 feet along said West line to the Center of said Section 35; thence N89°24'47"E, 1158.61 feet along the South lines of Lots 3 and 4, Certified Survey Map No. 13755; thence S12°59'23"E, 476.65 feet; thence S27°25'40"E, 417.40 feet; thence S18°17'45"E, 614.32 feet; thence N89°23'42"E, 958.63 feet to the East line of said SE1/4; thence S00°57'10"W, 1231.44 feet along said East line to the point of beginning.
Containing 4,769,262 square feet (109.487 acres).

Dated this 20th day of October, 2025

Brett T. Stoffregan, Professional Land Surveyor, S-2742

NOTES

1. All lots within this plat are subject to public easements for drainage purposes which shall be a minimum of 5 feet in width measured from the property line to the interior of each lot except that the easements shall be 12 feet in width on the perimeter of the plat, EXCEPT where shown otherwise on the face of the plat. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of five (5) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

   The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

   NOTE: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

2. The City will not install lighting in the alleys, but the developer or property owners may request the City to approve a private light(s) in the alley right-of-way. Such private light(s) to be operated and maintained by the private interests.

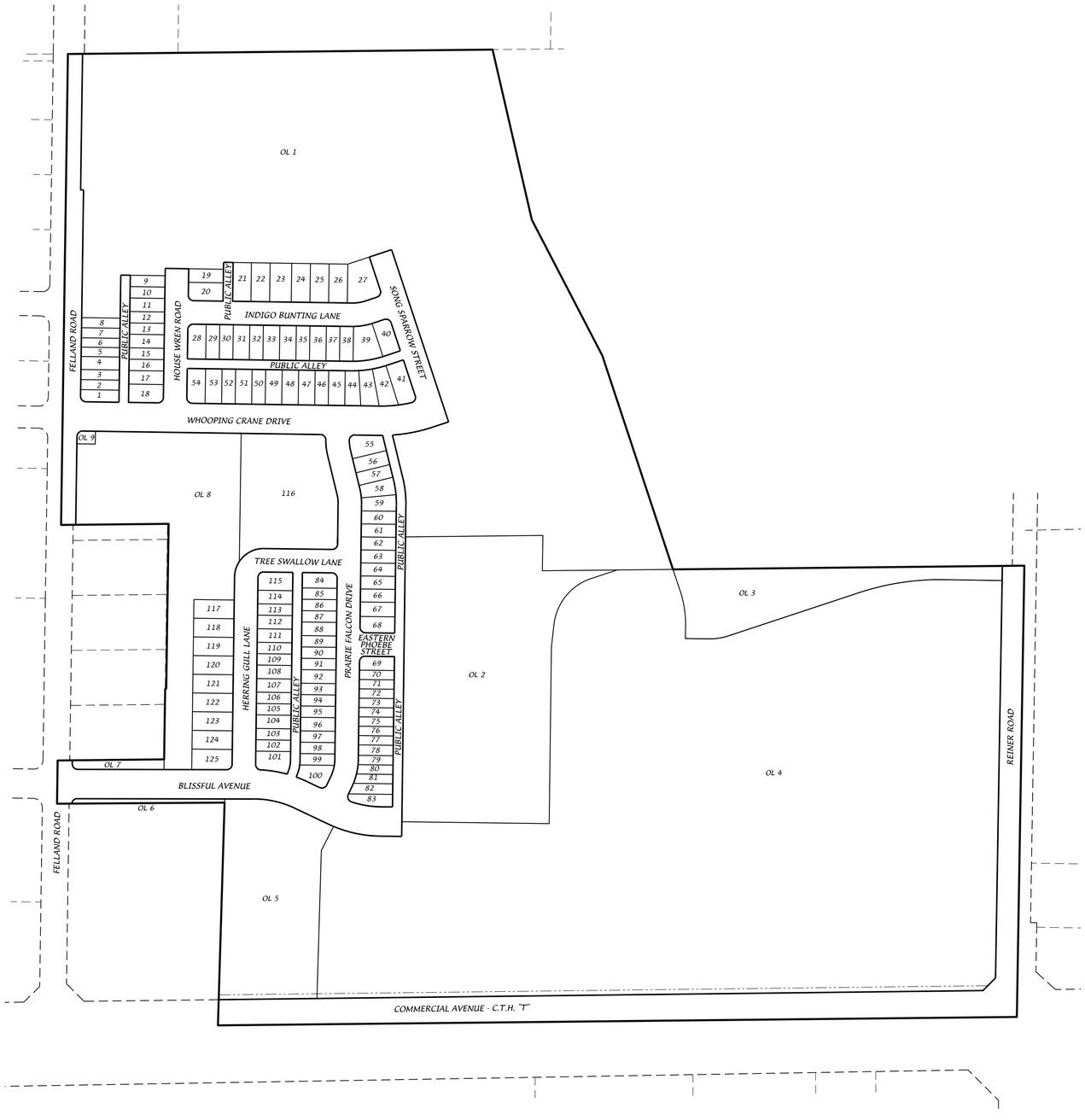
3. Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.

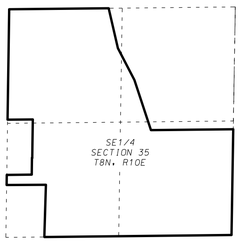
4. No driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six (6) inches in width shall be constructed between all pedestrian ramps and driveway entrances.

5. Outlot Designations:
   1 - Reserved for future development
   2 - Reserved for future development
   3 - Reserved for future development
   4 - Reserved for future development
   5 - Dedicated to the Public for Storm Water Management
   6 - Reserved for future development
   7 - Reserved for future development
   8 - Dedicated to the Public for Storm Water Management
   9 - Private Open Space

6. Lots 41-43, 69-71 are subject to minimum and maximum building setbacks that are 70' and 85' from the rear property line. Setbacks to be enforced by the City of Madison.

7. Distances shown along curves are chord lengths.





LOCATION MAP
1"=1000'

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: 10/20/25
FN:24-07-118

SHEET 1 OF 6

Oct 17, 2025-1:16pm U:\User\2407118\Drawings\2407118 Reiland Grove Final Plat.dwg SHEET 1

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

REILAND GROVE

LOCATED IN THE NW1/4 OF THE SE1/4, NE1/4 OF THE SE1/4, SE1/4 OF THE SE1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 35, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN

LEGEND

- Found 2" Iron Pipe
- Found 3/4" Iron Rebar
- Found Mag Nail
- Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs/ft. All other lot and outlot corners are marked with 3/4"x 18" solid round iron rebar stakes, weighing 1.50 lbs/ft.
- 6' / 6' — Public utility easement (6' wide unless otherwise dimensioned). Utility easements as herein set forth are for the use of PUBLIC BODIES and PRIVATE PUBLIC UTILITIES having the right to serve the area.
- 5' Wide Public Drainage Easement (PDE) -See Note 1, Sheet 1
- DTTP — Dedicated to the public
- ( ) — Recorded as information

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: 10/20/25
FN:24-07-118

Oct 17, 2025-1:16pm U:\User\2407118\Drawings\2407118 Reiland Grove Final Plat.dwg SHEET 2

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

REILAND GROVE

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- 5' Wide Public Drainage Easement (PDE) -See Note 1, Sheet 1
- DTTP — Dedicated to the public
- ( ) — Recorded as information

0 60' 120'

1" = 60'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEM
DANE COUNTY NAD83(2011)
THE WEST LINE OF THE SE1/4 OF SECTION 35, T8N, R10E BEARS N00°49'57"E

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: 10/20/25
FN:24-07-118

Oct 17, 2025-1:16pm U:\User\2407118\Drawings\2407118 Reiland Grove Final Plat.dwg SHEET 3

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

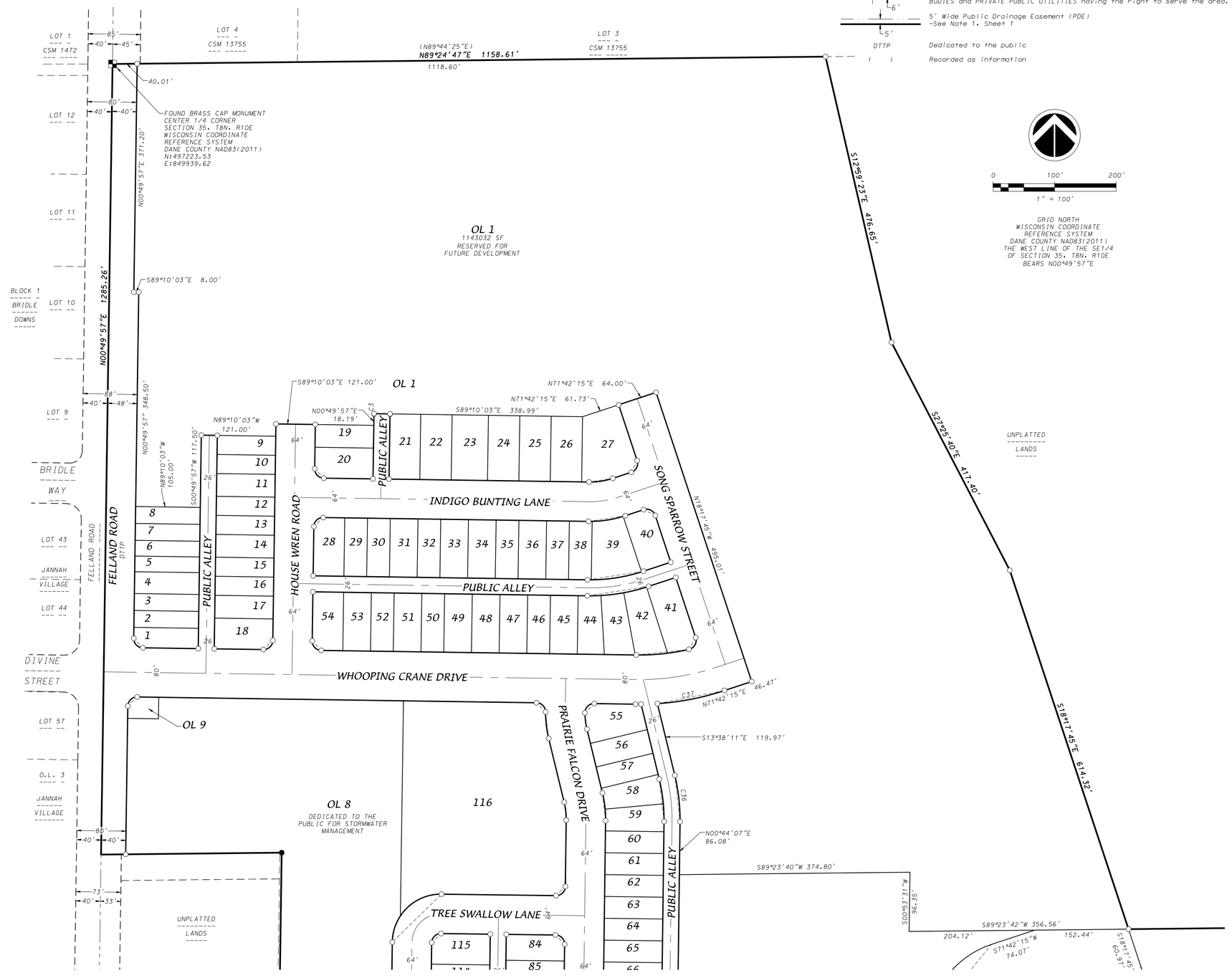
Department of Administration

REILAND GROVE

LOCATED IN THE NW1/4 OF THE SE1/4, NE1/4 OF THE SE1/4, SE1/4 OF THE SE1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 35, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN

CURVE TABLE

CURVE NUMBER	LOT	RADIUS (FEET)	CHORD (FEET)	ARC (FEET)	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
C1		118.00'	39.21'	39.39'	S81°16'06"W	19°07'42"	
C2		47.00'	0.81'	0.81'	N01°19'37"E	00°59'20"	OUT-N01°49'17"E
C3		73.00'	0.81'	0.81'	S01°09'03"W	00°38'12"	IN-S01°28'09"W
C4		182.00'	60.48'	60.76'	N81°16'06"E	19°07'42"	
	38	182.00'	6.05'	6.05'	N89°52'46"E	01°54'22"	
	39	182.00'	51.04'	51.21'	N80°51'55"E	16°07'20"	
	40	182.00'	3.49'	3.49'	N72°03'56"E	00°43'22"	
C5		277.00'	92.05'	92.48'	S81°16'06"W	19°07'42"	
	40	277.00'	3.49'	3.49'	S72°03'56"W	00°43'22"	
	39	277.00'	82.62'	82.93'	S81°00'13"W	17°09'12"	
	38	277.00'	6.05'	6.05'	N89°47'37"W	01°15'08"	
C6		15.00'	22.19'	24.98'	S29°24'34"W	95°24'38"	
C7		360.00'	85.99'	86.19'	S83°58'25"W	13°43'04"	
	41	360.00'	35.25'	35.26'	S79°55'15"W	05°36'44"	
	42	360.00'	50.89'	50.93'	S86°46'47"W	08°06'20"	
C8		303.00'	100.69'	101.16'	N81°16'06"E	19°07'42"	
	44	303.00'	22.07'	22.07'	N88°44'44"E	04°10'26"	
	43	303.00'	37.34'	37.36'	N83°07'34"E	07°03'54"	
	42	303.00'	38.20'	38.23'	N75°58'45"E	07°13'44"	
	41	303.00'	3.49'	3.49'	N72°02'04"E	00°39'38"	
C9		182.00'	45.53'	45.65'	N06°27'02"W	14°22'18"	
	59	182.00'	18.88'	18.89'	N02°14'17"W	05°55'48"	
	58	182.00'	26.74'	26.76'	n09°25'26"W	08°25'30"	
C10		118.00'	26.60'	26.65'	N07°09'57"W	12°56'28"	OUT-N13°38'11"W
C11		15.00'	21.49'	23.96'	N45°04'07"E	91°31'40"	
C12		440.00'	8.90'	8.90'	S89°44'48"E	01°09'30"	OUT-N89°40'27"E
C13		277.00'	69.30'	69.48'	S06°27'02"E	14°22'18"	
	58	277.00'	40.69'	40.73'	S09°25'26"E	08°25'30"	
	59	277.00'	28.74'	28.75'	S02°14'17"E	05°56'48"	
C14		260.00'	80.25'	80.57'	N80°23'14"W	17°45'18"	OUT-N71°30'35"W
C15		15.00'	22.43'	25.33'	N23°07'28"W	96°46'14"	OUT-N25°15'39"E
C16		182.00'	77.31'	77.91'	N12°59'53"E	24°31'32"	
	82	182.00'	10.21'	10.22'	N23°39'10"E	03°12'58"	
	81	182.00'	26.68'	26.70'	N17°50'29"E	08°24'24"	
	80	182.00'	25.81'	25.83'	N09°34'21"E	08°07'52"	
	79	182.00'	15.15'	15.16'	N03°07'16"E	04°46'18"	
C17		118.00'	50.13'	50.51'	S12°59'53"W	24°31'32"	
	99	118.00'	17.92'	17.93'	S05°05'21"W	08°42'28"	
	100	118.00'	32.47'	32.58'	S17°21'07"W	15°49'04"	
C18		340.00'	31.81'	31.82'	N67°25'13"W	05°21'44"	OUT-N59°22'37"W
C19		113.00'	37.48'	37.66'	N10°16'57"E	19°05'40"	
	100	113.00'	24.35'	24.40'	N13°38'38"E	12°22'18"	
	99	113.00'	13.25'	13.25'	S04°05'48"E	06°43'22"	
C20		87.00'	28.86'	28.99'	S10°16'57"W	19°05'40"	
C21		340.00'	72.97'	73.11'	N80°38'52"W	12°19'16"	IN-N74°29'15"W
C22		15.00'	20.75'	22.92'	N43°02'11"W	87°32'36"	
C23		15.00'	21.21'	23.56'	N45°44'07"E	90°00'00"	
C24		15.00'	21.06'	23.35'	S44°34'01"E	89°12'04"	OUT-S00°02'01"W
C25		182.00'	43.32'	43.42'	S06°48'05"E	13°40'12"	
C26		118.00'	29.52'	29.60'	S06°27'02"E	14°22'18"	
C27		79.00'	111.72'	124.09'	S45°44'07"W	90°00'00"	
	116	79.00'	75.75'	79.01'	S62°05'08"W	57°17'58"	
	OL8	79.00'	44.48'	45.09'	S17°05'08"W	32°42'02"	
C28		15.00'	20.00'	21.89'	N48°17'13"E	83°36'52"	IN-N06°28'47"E
C29		260.00'	113.29'	114.20'	S77°19'21"E	25°10'00"	
C30		340.00'	144.43'	145.54'	S77°00'07"E	24°31'32"	
C31		700.00'	234.06'	235.16'	S81°19'42"W	19°14'54"	
C32		150.00'	49.59'	49.82'	S81°13'11"W	19°01'52"	
C33		300.00'	99.19'	99.65'	N08°46'49"W	19°01'52"	
C34		150.00'	161.75'	170.84'	S39°04'36"W	65°15'18"	
C35		150.00'	14.95'	14.96'	S03°35'32"W	05°42'50"	
C36		303.00'	75.80'	76.00'	N06°27'02"W	14°22'18"	
C37		440.00'	111.16'	111.45'	N78°57'39"E	14°30'48"	



LEGEND

- Found 2" Iron Pipe
- Found 3/4" Iron Rebar
- Found Mag Nail
- Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs/ft. All other lot and outlot corners are marked with 3/4"x 18" solid round iron rebar stakes, weighing 1.50 lbs/ft.
- 6' / 6' / 5' — Public utility easement (6' wide unless otherwise dimensioned). Utility easements as herein set forth are for the use of PUBLIC BODIES and PRIVATE PUBLIC UTILITIES having the right to serve the area. 5' Wide Public Drainage Easement (PDE) -See Note 1, Sheet 1
- DTTP — Dedicated to the public
- ( ) — Recorded as information

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: 10/20/25
FN:24-07-118

Oct 17, 2025–1:16pm U:\User\2407118\Drawings\2407118 Reiland Grove Final Plat.dwg SHEET 4

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

REILAND GROVE

LOCATED IN THE NW1/4 OF THE SE1/4, NE1/4 OF THE SE1/4, SE1/4 OF THE SE1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 35, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN

LEGEND

- Found 2" Iron Pipe
- Found 3/4" Iron Rebar
- Found Mag Nail
- Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs/ft. All other lot and outlot corners are marked with 3/4"x 18" solid round iron rebar stakes, weighing 1.50 lbs/ft.
- Public utility easement (6' wide unless otherwise dimensioned). Utility easements as herein set forth are for the use of PUBLIC BODIES and PRIVATE PUBLIC UTILITIES having the right to serve the area.
- 5' Wide Public Drainage Easement (PDE) -See Note 1, Sheet 1
- DTTP — Dedicated to the public
- ( ) — Recorded as information

0 100' 200'
1" = 100'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEM
DANE COUNTY NAD83(2011)
THE WEST LINE OF THE SE1/4 OF SECTION 35, T8N, R10E BEARS N00°49'57"E

FOUND ALUMINUM MONUMENT
EAST 1/4 CORNER
SECTION 35, T8N, R10E
WISCONSIN COORDINATE REFERENCE SYSTEM
DANE COUNTY NAD83(2011)
N:497251.24
E:852572.68

OL 8
DEDICATED TO THE PUBLIC FOR STORMWATER MANAGEMENT

OL 2
319483 SF
RESERVED FOR FUTURE DEVELOPMENT

OL 3
85524 SF
RESERVED FOR FUTURE DEVELOPMENT

OL 4
1615797 SF
RESERVED FOR FUTURE DEVELOPMENT

OL 5
DEDICATED TO THE PUBLIC FOR STORMWATER MANAGEMENT

OL 6
RESERVED FOR FUTURE DEVELOPMENT

OL 7
RESERVED FOR FUTURE DEVELOPMENT

TREE SWALLOW LANE
HERRING GULL LANE
EASTERN PHOEBE STREET
PRAIRIE FALCON DRIVE
PUBLIC ALLEY
BLISSFUL AVENUE
FELLAND ROAD
REINER ROAD
COMMERCIAL AVENUE - C.T.H. "T"
DTTP

UNPLATTED LANDS

O.L. 3 JANNAH VILLAGE
O.L. 2 JANNAH VILLAGE
O.L. 1 JANNAH VILLAGE
LOT 1 CSM 1799
LOT 1 CSM 1099
LOT 2 CSM 1099
LOT 2 CSM 4126
LOT 1 CSM 2080
LOT 1 CSM 4493
LOT 2 CSM 4493

MON. TO MON. N00°49'57"E 2655.59'

N89°54'21"W 406.13'
S89°54'21"E 482.37'
S89°37'50"W 457.14'
N00°49'57"E 117.91'
N01°42'41"E 608.09'
S01°42'41"W 405.99'
N01°42'41"E 9.96'
S64°44'21"E 102.85'
S26°59'23"W 73.69'
S89°15'53"E 58.61'
N89°15'53"W 402.00'
N00°44'07"E 86.08'
S89°23'40"W 374.80'
S00°53'31"W 96.35'
S89°23'42"W 356.56'
204.12'
152.44'
S71°42'15"W 74.07'
S18°17'45"E 60.97'
S06°26'57"W 35.54'
S00°44'07"W 32.22'
S89°15'53"E 66.43'
N89°23'42"E 958.63'
1424.12'
40.09'
S89°02'51"E 158.08'
N71°42'15"E 378.21'
S00°57'10"W 1231.44'
1084.26'
S00°57'10"W 1124.35'
MON. TO MON. S00°57'10"W 2655.56'
268.01'
1817.15'
S89°18'53"W 2085.16'
70.17'
447.85'
S89°23'36"W 2179.79'
MON. TO MON. S89°23'36"W 2627.64'
S44°53'46"W 48.62'
609.68'
547.88'
642.74'
775.00'
903.31'

13' WIDE RIGHT-OF-WAY GRANT MADISON GAS AND ELECTRIC DOC. NO. 1087084

FOUND 3/4" REBAR
SOUTH 1/4 CORNER
SECTION 35, T8N, R10E
WISCONSIN COORDINATE REFERENCE SYSTEM
DANE COUNTY NAD83(2011)
N:494568.22
E:849901.03

FOUND STEEL NAIL W/WASHER
SOUTHEAST CORNER
SECTION 35, T8N, R10E
WISCONSIN COORDINATE REFERENCE SYSTEM
DANE COUNTY NAD83(2011)
N:494596.04
E:852528.52

COMMERCIAL AVENUE — WIDTH VARIES — C.T.H. "T"

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
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DATE: 10/20/25
FN:24-07-118

SHEET 5 OF 6

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There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

Department of Administration

REILAND GROVE

LOCATED IN THE NW1/4 OF THE SE1/4, NE1/4 OF THE SE1/4, SE1/4 OF THE SE1/4 AND THE SW1/4 OF THE SE1/4 OF SECTION 35, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

VH 902 Reiner, LLC a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

VH 902 Reiner, LLC does further certify that this plat is required by S236.10 or S236.12 Wisconsin Statutes to be submitted to the following agencies for approval or objection:

Department of Administration
Common Council, City of Madison

In witness whereof, VH 902 Reiner, LLC has caused these presents to be signed this _____day of_____, 2026.

VH 902 Reiner, LLC
By: Forgewell Building Group, LLC, its Sole Member

_____
Chris Ehlers, Authorized Representative

STATE OF WISCONSIN)
COUNTY OF DANE) S.S

Personally came before me this_____day of_____, 2026, the above person to me known to be the person who executed the foregoing instrument and acknowledged the same.

My Commission expires _____
Notary Public, Dane County, Wisconsin

MADISON PLAN COMMISSON CERTIFICATE

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

By:_____ Date:_____
Matthew Wachter, Secretary of the Plan Commission

MADISON COMMON COUNCIL CERTIFICATE

Resolved that the plat of "Reiland Grove" located in the City of Madison, was hereby approved by Enactment Number_____, File I.D. Number_____,adopted the_____day of_____, 2026, and that said Enactment further provided for the acceptance of those lands dedicated and rights conveyed by said plat to the City of Madison for public use.

Dated this_____day of_____, 2026.

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

CITY OF MADISON TREASURER'S CERTIFICATE

I, Craig Franklin, being the duly appointed, qualified, and acting Treasurer and Revenue Manager of the City of Madison, Dane County, Wisconsin, do hereby certify that, in accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of this_____day of_____, 2026 on any of the lands included in the plat of "Reiland Grove".

_____
Craig Franklin, Treasurer and Revenue Manager, City of Madison, Dane County, Wisconsin

DANE COUNTY TREASURER'S CERTIFICATE

I, Adam Gallagher, being the duly elected, qualified, and acting treasurer of the County of Dane, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of this_____day of_____, 2026 affecting the land included in "Reiland Grove".

_____
Adam Gallagher, Treasurer, Dane County, Wisconsin

REGISTER OF DEEDS CERTIFICATE

Received for recording this_____day of_____, 2026

at_____ _.M. and recorded in Volume_____of Plats on Pages_____as Document Number_____.

_____
Kristi Chlebowski, Dane County Register of Deeds

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: 10/20/25
FN:24-07-118

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PLANNING DIVISION STAFF REPORT

December 15, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address:	**602-902 Reiner Road and 6004 Commercial Avenue**
Application Type:	Revised Preliminary Plat, Amended TR-P Master Plan, and Final Plat
Legistar File ID #	90634, 90920, and 90636
Prepared By:	Timothy M. Parks, Planning Division Report includes comments from other City agencies, as noted

Summary

Applicant: Matt Brink, VH 902 Reiner LLC / Veridian Homes; 6801 South Towne Drive; Madison.

Contact Person: Brian Munson; Vandewalle & Associates; 120 E Lakeside Street; Madison.

Surveyor: Brett Stoffregan and Dan Day, D'Onofrio Kottke & Associates; 7530 Westward Way; Madison.

Property Owners: Hovde Realty, Inc.; 122 W Washington Avenue; Madison and VH 902 Reiner LLC.

Requested Actions:

- ID 90634 – Approval of a revised preliminary plat of *Reiland Grove* to create 293 single-family lots, 198 lots to be developed two-family dwelling units, 74 lots for townhouse units (565 total units), one outlot for a public park, four outlots for public stormwater management, one lot for a private park, one outlot for a private alley, and six outlots for future development;
- ID 90920 – Approval of an amended TR-P (Traditional Residential–Planned District) master plan to reflect the revised preliminary plat; and
- ID 90636 – Approval of the final plat of *Reiland Grove* for the first phase of the subdivision, creating 88 single-family lots, 36 lots for two-family residences, one lot for private park, two outlots to be dedicated to the City for stormwater management, and six outlots for future development.

Proposal Summary: The applicant is seeking approval of a revised preliminary plat of the *Reiland Grove* subdivision to guide the future development of approximately 149.7 acres of mostly undeveloped agricultural land that extends north of Commercial Avenue (CTH T) between Felland Road and Reiner Road.

The revised preliminary plat and amended TR-P master plan call for 491 attached and detached single-family residences and 74 townhouse units (565 total units) to be developed on the northern two-thirds of the overall site in TR-P and TR-U1 zoning. The preliminary plat also includes a 5.9-acre outlot for public parkland, four outlots to be dedicated for stormwater management, and a 1.85-acre lot that will be developed as privately maintained open space for the subdivision.

Four outlots for future development are proposed on the southern third of the site, including most of the Commercial Avenue frontage of the site and approximately 1,000 feet of frontage along Reiner Road north of Commercial. The four outlots for future development are proposed are zoned A and will be rezoned to another district(s) prior to any further subdivision and issuance of permits for future buildings. A single-family residence and various accessory buildings located along Reiner Road will be demolished to make way for the proposed subdivision.

The applicant is also requesting approval of a final plat for the first phase of the subdivision, which will include 88 single-family lots, 36 lots for two-family residences, and a lot for the private park. Construction of the first phase of the subdivision will commence in 2026, with completion of the subdivision to occur in eight to twelve phases over 10-15 years based on market demand for the future development.

Applicable Regulations & Standards: The requirements, process, and standards for approval for the TR-P zoning district are outlined in Section 28.053 of the Zoning Code. The subdivision process is outlined in Section 16.23(4) of the Subdivision Regulations.

Review Required By: Plan Commission and Common Council.

Summary Recommendation: The Planning Division recommends the following to the Plan Commission regarding 6004 Commercial Avenue and 602-904 Reiner Road:

- That the Plan Commission find the standards met and forward the revised preliminary plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 6** of this report;
- That the Plan Commission find the standards met and **approve** the amended TR-P master plan; and
- That the Plan Commission find the standards met and forward the final plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 17** of this report.

Background Information

Parcel Location: The site consists of three parcels that extend north of Commercial Avenue (CTH T) between Felland Road and Reiner Road; Alder District 3 (Field); Sun Prairie Area School District.

Existing Conditions and Land Use: Most of the 149.7 acres of land are undeveloped, with the exception of a two-story single-family residence and various accessory buildings and structures at 902 Reiner. The entire site is zoned A (Agricultural District).

Surrounding Land Uses and Zoning:

North: Existing and future single-family residences in the City in the Woods Farm subdivision, zoned TR-C3 (Traditional Residential–Consistent 3 District); single-family residences and undeveloped land in the Town of Burke located on the east side of Felland Road;

South: Across Commercial Avenue, single-family residences and undeveloped land, zoned A (Agricultural District);

West: Across Felland Road, existing and future single-, two- and multi-family residences in the Jannah Village subdivision, zoned SR-C1 (Suburban Residential–Consistent 1 District), SR-C3 (Suburban Residential–Consistent 3 District), SR-V2 (Suburban Residential–Varied 2 District), and TR-U1 (Traditional Residential –Urban 1 District); single-family residences in the Bridle Downs subdivision in the Town of Burke; and

East: Across Reiner Road, undeveloped land zoned A, TR-C3, TR-U1, and CC-T (Commercial Corridor–Transitional District).

Adopted Land Use Plan: Beginning at the corner of Reiner Road and Commercial Avenue, the 2009 Northeast Neighborhoods Development Plan recommends that the subject site be developed with Community Mixed-Use adjacent to the intersection before transitioning to a variety of residential uses that generally taper in their density and intensity moving from the mixed-use area to the north and west. Land along the Commercial Avenue frontage west of the mixed-use area is recommended for Employment. Additionally, the plan recommends that three parks be established on the site.

The land use polygons for the site in the neighborhood development plan are generally reflected on the future land use maps in the 2023 Comprehensive Plan, which recommends Low Residential (LR), Low-Medium Residential (LMR), Medium Residential (MR), Community Mixed-Use (CMU), Employment (E), and Park and Open Space (P) across the site in a pattern that generally follows the neighborhood development plan.

Zoning Summary: The proposed residential lots are zoned TR-P (Traditional Residential–Planned District) and TR-U1 (Traditional Residential–Urban 1 District). Review of the proposed lots for conformance with those districts may be found in the Appendix A, Zoning Criteria, at the end of this report.

Environmental Corridor Status: The subject site is located in the Central Urban Service Area. The park planned along the northern edge of the proposed subdivision and various future stormwater management parcels planned across the subject site are located in mapped environmental corridor.

Public Utilities and Services: The subject site will be served by a full range of urban services as it develops with the exception of Metro Transit, which currently does not provide service east of Interstate 39/ 90/ 94 or north of Interstate 94. The northern portion of the proposed development is outside Metro Transit's paratransit service area. The closest bus stop with scheduled bus service is over one-half miles walking distance, and the parcels in the northern portion of the proposed development would be greater than the three-quarter mile regulatory distance from all day scheduled service for passengers who might be eligible for door-to-door paratransit service.

Previous Approvals

On July 15, 2025, the Common Council approved a request to rezone portions of 6004 Commercial Avenue and 602-904 Reiner Road from A (Agricultural District) to TR-P (Traditional Residential–Planned District) and TR-U1 (Traditional Residential-Urban 1 District) and; conditionally approved the preliminary plat of *Reiland Grove*, creating 264 single-family lots, 224 lots to be developed with 112 two-family residences, 60 lots for townhouse units, one outlot for a public park, four outlots for public stormwater management, one outlot for a private park, one outlot for a private alley, and six outlots for future development. For more information on the original zoning and preliminary plat approvals, please see Legislative files 88449 and 88206.

Project Description

The applicant, Veridian Homes, is requesting approval of a revised preliminary plat to guide the future development of three parcels totaling approximately 149.7 acres that extend north from Commercial Avenue (CTH T) between Felland Road and Reiner Road. The master plan that guides development of the portions of the site zoned TR-P (Traditional Residential–Planned District) will also be amended to reflect the corresponding revisions to the subdivision proposed on the revised preliminary plat. Finally, the applicant is also seeking approval of the first final plat of the subdivision, which will encompass 109.5 acres of the overall site.

Revised Preliminary Plat

The street layout first approved for the subdivision is unchanged with the revised preliminary plat with the exception that formal street names are shown (whereas the prior version had placeholder street names such as 'A' Street). Two streets platted with the Jannah Village subdivision west of Felland Road will extend west to east across the development to Reiner Road. On the northern half of the site, Whooping Crane Drive will extend across the subdivision as an 80-foot wide collector street, while Blissful Avenue will extend across the southern half of the site, also as an 80-foot wide collector. Primary access to the subdivision from Commercial Avenue will be provided by American Robin Drive, which is shown as a 100-foot wide right of way that will extend north to Whooping Crane Drive to accommodate a landscaped median. Additionally, two local streets in the Woods Farm subdivision northeast of the site – Blue Stone Terrace and Burnette Downs Drive – will extend into the plat.

The primary purpose of the revised preliminary plat is to adjust the number of dwelling units to be developed across the northern two-thirds of the subdivision. Most of the proposed *Reiland Grove* subdivision will be developed with single-family detached residences and two-family residences on fee simple lots platted along a network of local streets. In all, 107 lots on the revised preliminary plat will be developed with street-loaded single-family residences, 186 lots will be developed with alley-loaded single-family residences, and 198 lots will be developed with alley-loaded two-family dwelling units. All the single- and two-family residences will be developed in TR-P zoning. In addition to the single- and two-family units proposed, the subdivision will include 74 alley-loaded townhouse units to be developed in TR-U1 zoning. Whereas the previous preliminary plat created lots for 548 dwelling units across the northern two-thirds of the site, the revised preliminary plat will create 565 lots for the various dwelling units. A comparison of the units proposed with the current version and the units previously approved is included in the amended TR-P materials, which also highlight where in the subdivision the revised unit mix is proposed.

The southern third of the 149.7-acre site will be platted as four outlots for future development, including most of the Commercial Avenue frontage of the site and approximately 1,000 feet of frontage along Reiner Road north of Commercial. The four outlots for future development – Outlots 10-13 – were not rezoned with the zoning map amendments approved in July 2025 and remain zoned A. The proposed outlots will instead be rezoned to another district(s) prior to any further subdivision and issuance of permits for future buildings. Two additional outlots (3 and 4) identified for future development are proposed on either side of Blissful Avenue as it enters the site from Felland Road adjacent to the Town parcels to the north and south.

The revised preliminary plat continues to show an outlot to be dedicated to the City for parkland on the north side of Whooping Crane Drive between Great Egret Parkway and Blue Stone Terrace. The size and location of Outlot 6 of the current preliminary plat is consistent with the size and location approved on the July 2025 preliminary plat. Four outlots will be dedicated to the City for stormwater management with the plat – two each along the eastern and western edges of the site. Outlots 2 and 5 are proposed to manage stormwater along the western edges of the subdivision, while Outlots 7 and 9 will manage stormwater along the Reiner Road frontage.

In addition to the proposed public park to be located on Outlot 6, a 1.85-acre Lot 116 will be located on the west side of Prairie Falcon Drive (previously "Q" Street) south of Whooping Crane Drive, which will be developed as a private open space parcel to be maintained by the subdivision homeowner's association.

Proposed Final Plat

The applicant is also requesting approval of a final plat for the first phase of the subdivision, which will include 88 single-family lots, 36 lots for two-family residences, and the lot for the private park. The first phase will be located in the southwestern quadrant of the overall site and will include the dedication and construction of the extension of Blissful Avenue east of Felland Road as well as Whooping Crane Drive to provide access to the development initially. The two outlots for stormwater management on the western side of the subdivision will also be dedicated with the final plat, which are shown as Outlots 5 and 8 (which is different from their designation on the preliminary plat).

The final plat also proposes four outlots for future development, which are shown as 1–4 on the final plat. The areas designated as outlots for future development do not comprise the entirety of the subject site, and the applicant has discussed an interim land division to break the 149.7-acre site into parcels of varying size to assist with the implementation of the development. Any such land division and the outlots for future development created by the first final plat will need to be configured in accordance with the City's Subdivision Regulations and Chapter 236 of Wisconsin Statutes, with conformance with those regulations to be determined prior to final approval and recording of this final plat.

Analysis

The Planning Division believes that the revised preliminary plat of Reiland Grove and amended TR-P master plan remains generally consistent with the land uses and street pattern recommended for the site in the adopted Northeast Neighborhood Development Plan.

The revised housing mix proposed by the applicant is consistent with the neighborhood development plan recommendation that a variety of housing types be developed across the subject site and the larger Northeast neighborhoods to provide opportunities for households of different sizes, ages, incomes and lifestyles, and include opportunities for both owner-occupied and renter-occupied housing. The plan generally recommends that development occur on small blocks of highly connected streets intended to distribute traffic to many points of ingress and egress and is conducive to pedestrian and bicycle movement. Both residential and non-residential buildings should be oriented toward the street to provide definition to a block face and create a more engaging street environment. The development pattern shown on the revised preliminary plat continues to reflect these recommendations and at the densities generally recommended across the northern two-thirds of the site to be developed by the applicant.

As noted in the project review, the preliminary plat continues to call for four outlots for future development (Outlots 10-13) to be located on the southern third of the site along the Commercial Avenue frontage and approximately 1,000 feet of frontage along Reiner Road. The four outlots will total approximately 31 acres of land exclusive of right of way. The land comprising the four outlots for future development includes the portions of the site recommended in the Northeast Neighborhood Development Plan for community mixed-use development and employment, as well as land recommended for Housing Mix 3, Housing Mix 4, and park and open space adjoining the mixed-use and employment land. As noted earlier in this report, the four outlots are zoned A (Agricultural District) and will need to be rezoned prior to their development, at which time consistency with the neighborhood development plan's recommendations will need to be carefully considered. However, consistent with a condition included with the July 2025 preliminary plat approval, a condition is recommended for the current preliminary plat to ensure that future development of Outlot 13 include the extension of Song Sparrow Street to Commercial

Avenue to provide an additional means of access for the subdivision from the south consistent with the land use and street plan in the Northeast Neighborhood Development Plan.

The revised preliminary plat does not propose changes to the street network reviewed earlier this year for conformance with the *Complete Green Streets Guide*, and no changes to the public park along the northern tier of the subdivision are proposed. Reviewing agencies have reviewed the revised preliminary plat and submitted conditions of approval to guide its implementation as phased final plats are submitted for approval, which are included in the 'Recommendations' section of this report.

Staff believes that the Plan Commission may also find that the final plat for the first phase of Reiland Grove is in substantial conformance with the proposed preliminary plat and recommend its approval subject to the conditions at the end of this report.

Conclusion

The applicants have submitted a revised preliminary plat and the first final plat of Reiland Grove for approval. The revised preliminary plat is consistent with the applicable recommendations for the site in the Northeast Neighborhoods Neighborhood Development Plan and Comprehensive Plan. Staff believes that the Plan Commission may find that the revised preliminary plat, amended master plan for the portions of the site zoned TR-P, and final plat meet the standards for approval subject to the conditions that follow.

Recommendation

Planning Division Recommendation (Contact Timothy M. Parks, (608) 261-9632)

The Planning Division recommends the following to the Plan Commission regarding 6004 Commercial Avenue and 602-902 Reiner Road:

- That the Plan Commission find the standards met and forward the revised preliminary plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning immediately below;
- That the Plan Commission find the standards met and **approve** the amended TR-P master plan; and
- That the Plan Commission find the standards met and forward the final plat of *Reiland Grove* to the Common Council with a recommendation of **approval** subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 17** of this report:

Recommended Revised Preliminary Plat Conditions of Approval | Major/Non-Standard Conditions are Shaded

Planning Division

1. The private alley on Outlot 8 proposed to intersect Reiner Road to serve the townhouse lots (299-315) requires approval by the Plan Commission per the Subdivision Regulations. The final plat shall show no access for this private alley to Reiner Road unless approved by the Plan Commission following a recommendation by the City Traffic Engineer.

2. That at the time of rezoning and final platting or re-division of Outlot 13, Song Sparrow Street shall be extended one block further south to connect to Commercial Avenue to increase the amount of connectivity for the development consistent with the Northeast Neighborhoods Development Plan. Final approval of the details of the intersection of Song Sparrow Street and Commercial Avenue shall be approved by the Traffic Engineering, City Engineering, and Planning Divisions at the time of approval.

3. The applicant shall submit to the Planning Division two copies of private subdivision covenants, conditions and restrictions, and easements that will govern the organizational structure, use, maintenance and continued protection of the development and any common services, open areas or other facilities to serve the proposed plat (private alleys, open spaces, etc.). These documents shall be approved by the Planning Division in consultation with the City Attorney's Office prior to final approval of the plat for recording.

4. That prior to final approval and recording of a final plat containing private open spaces, the applicant shall demonstrate compliance with the requirements in Section 16.23(8)(f)8 of the Subdivision Regulations for privately-owned and maintained open space, including the execution of land use restrictions and open space easements in a form acceptable to the Parks Division, Planning Division, and City Attorney's Office.

5. The proposed subdivision includes lots to be developed with buildings that share common walls. Consistent with the requirements in Section 16.23(3)(a)9. of the Subdivision Regulations and Section 28.151 of the Zoning Code, the applicant shall record a joint cross access and maintenance agreement to govern the common access to and maintenance of the shared common features of such proposed buildings, including but not limited to driveways, utilities, walkways, roofs, and exterior walls. The applicant shall provide a draft of this agreement for review and comment by City staff prior to recording.

6. Consistent with the July 2025 condition of approval for the *Reiland Grove* preliminary plat, the applicant shall work with City Engineering and Planning staff to explore "distributed infiltration" practices as part of the means to meet the infiltration requirements identified under MGO Chapter 37, the Northeast Neighborhood Development Plan, and those recommended in the 2010 CARPC CUSA amendment approval resolution. These methods could include but not be limited to: rain gardens installed to serve a "block of lots", pervious pavement, depressed terraces, rain barrels and/or other methods. These "distributed" practices would be used in coordination with regional, plat-level practices. This discussion shall occur prior to recording of a final plat of the subdivision.

7. That the applicant work with the Planning Division and Capital Area Regional Planning Commission to revise the environmental corridor map to reflect any changes to the mapped corridor proposed by the development prior to final approval and recording of the final plat.

The following conditions of approval have been submitted by reviewing agencies:

City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

8. A Phase 1 Environmental Site Assessment (ESA) (per ASTM E1527-21), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Environmental Review (environmentalreview@cityofmadison.com)..

9. The applicant shall provide projected wastewater flow to each point of connection (existing sewer mains on Felland Road, Commercial Avenue, and Reiner Road). Off-site sewer improvements by the developer will likely be required as a condition for development.

10. The stormwater management plan shall document protection of the low property at the corner of Felland Road and Commercial Avenue. Additionally, peak discharges are limited beyond the limits of MGO Chapter 37 to the capacity of existing culverts under Commercial Avenue and Felland Road. Additionally, for these discharges the peak volume of discharge is further limited beyond the above to matching the 10-year storm volume existing to proposed unless easements over the downstream properties are procured.

11. The developer shall enter into a City/Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off of the final plat. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule thedevelopment and approval of the plans and the agreement.

12. The developer shall construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.

13. The developer shall construct sidewalk/multi-use path, terrace, curb, gutter, and pavement along the east side of Felland Road, the west side of Reiner Road, and the north side of Commercial Avenue along the plat frontage per plans approved by the City Engineer. The curb and gutter requirement along Reiner Road and Commercial Avenue can be eliminated if determined by the City Engineer that construction will not be practical due to location, grades, or a combination of both.

14. The applicant shall construct a north-south multi-use path within the plat from Blissful Avenue to the northern boundary of the plat to a plan approved by the City Engineer. This path shall connect to the existing Woods Farm Path with future developments to the north of this plat.

15. The applicant shall construct improvements to Felland Road, Commercial Avenue, and Reiner Road at all intersections with new streets in order to facilitate ingress and egress to the development per a plan approved by the City Engineer.

16. The applicant shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.

17. This development is subject to impact fees for the Northeast Neighborhood Sanitary Sewer Improvement Impact Fee District - $215.00/ 1,000 square-foot (2025 rate). All impact fees are due and payable at the time building permits are issued (MGO Ch. 20). Add the following note on the face of the plat: “Lots/buildings within this development are subject to impact fees that are due and payable at the time building permit(s) are issued.”

18. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) toobtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.

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

20. An Erosion Control Permit is required for this project.

21. A Storm Water Management Report and Storm Water Management Permit is required for this project.

22. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 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. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.

23. Submit a soil boring report that has been prepared by a Professional Engineer two weeks prior to recording the final plat to the City Engineering Division indicating the ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than nine (9) feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.

24. Confirm that minimum Intersection Sight Distance is provided where public streets intersect per AASHTO's A Policy on Geometric Design of Highways and Streets Seventh Edition, Section 9.5. This condition is applicable for all public street intersections within the plat and along the plat boundary. If minimum sight distance does not exist at intersections along the plat boundary, change the location of the street intersection, or agree to make improvements to the existing roadways such that the minimum required sight distance is achieved, or make the mitigating improvements as required by the City. The improvements indicated may require right of way outside of the plat. The applicant shall be aware of potential issues meeting Intersection sight distance compliance at the Felland Road and Yellow Canary Street intersection.

25. Provide calculations for the 500-year storm event, as identified in MGO Chapter 37, as part of the plat design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.

26. Install a property boundary witness markers along the boundary of lands dedicated for public stormwater purposes at property corners or in locations that are mutually agreeable to the applicant and Engineering Division.

27. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an11- by 17-inch copy of an erosion control plan (PDF electronic copy preferred) to Megan Eberhardt

(west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

28. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction periodwith the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

29. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.

30. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website. The Storm Water Management Plan & Report shall include compliance with the following:

    Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

    Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

    Detain the 2-, 5-, 10-, 100-, and 200-year storm events, matching post-development rates to pre-development rates and using the design storms identified in MGO Chapter 37.

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

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

    Provide onsite volumetric control limiting the post construction volumetric discharge to the predevelopment discharge volume as calculated using the 10-year storm event

    The applicant shall demonstrate that water can leave the site and reach the public right of way without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

    Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any best management practices (BMP) used to meet stormwater management requirements on this project.

31. 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).

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

32. The private alley on Outlot 8 proposed to intersect Reiner Road requires approval by the Plan Commission per the Subdivision Regulations. The final plat shall show no access for this private alley to Reiner Road if approval is not obtained.

33. The portions of the lands to be conveyed to the adjacent metes and bounds parcels along Felland Road shall be detached from the City of Madison prior to conveying to the adjacent owners to avoid creation of jurisdictional issues for lands intended to be a single parcel.

34. There are lands in the northeastern quadrant of this preliminary plat that are proposed to not be included as part of the first final plat area. As currently proposed and noted on the preliminary plat, the remnant 40 plus acre parcel would currently have divided interests of two different owners. The applicant shall provide information on how this will be accomplished with the final plat without the creation of any illegal parcels and violation of the City of Madison Subdivision Ordinance and state statutes.

35. The eight new street names were preapproved and are valid for use.

36. Grant a 15-foot wide Temporary Grading and Sloping Easement to the City of Madison for the construction of future public street improvements along Reiner Road and Commercial Avenue over the outlots reserved for future development when they are platted. The easement shall terminate upon the completion of construction of the construction of the full cross section of public improvements within the right of way adjacent to these outlots.

37. For any necessary off-site public sanitary sewer, drainage or storm sewer improvements required to serve this development, the developer shall acquire the right of way and/or easements as required at their expense. If an easement is required, a separate City of Madison Office of Real Estate Services project shall be created to draft, administer and record the required easement. Contact Jeff Quamme of Engineering-Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate any necessary Real Estate project, and associated information and fees required.

38. MG&E Electric Transmission Line Easement per Document No. 2108614 was assigned to ATC per Document No. 4202339, and shall be noted on the plat and updated in the title report. The applicant shall coordinate ATC's conveyance of rights of the easement to the City of Madison for that portion within a public right of way. Upon submittal of the final plat, contact Jeff Quamme (jrquamme@cityofmadison.com) to coordinate and set up a Real Estate project.

39. The permanent limited easement for storm water drainage purposes per Document No. 5823998 at the west end of proposed Blissful Avenue shall be released by the City of Madison prior to final platting of that street.

40. The portion of Commercial Avenue/ CTH T that was previously conveyed by Document No. 643759 shall be removed from the right of way to be dedicated by this plat.

41. The surveyor shall provide the basis of the right of way of Commercial Avenue. The right of way plat for old Highway 30 per the right of way plat and conveyance leaves latitude for interpretation and refers to the previous town road. Contact Jeff Quamme jrquamme@cityofmadison.com., (608) 266-4097 to coordinate.

42. Access control regulations by Document Nos. 820381 and 1368501 are being reviewed to determine if there are State or County agencies that may have rights of access control. This shall be determined prior to the recording of any final plat having a boundary abutting Commercial Avenue.

43. No vehicular access shall be noted along Reiner Road, Felland Road, and Commercial Avenue. The outlots reserved for future development may have the access restrictions modified as part of a future land division approved by the City of Madison.

44. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat. These will be required for each final plat if platted in phases. Those easements shall be properly shown, dimensioned and labeled on the final plat. This includes easements required by the City of Madison for wet utilities.

45. As required by Ordinance, provide private Easements or private Outlots to accommodate the current USPS required centralized delivery of mail using Cluster Box Units (CBUs). Coordinate the locations of the CBUs with the USPS Development Coordinator, City Engineering and Traffic Engineering Staff and in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works. CBUs serving this land division will not be permitted within any publicly owned or dedicated lands.

    At a minimum, the final placement of CBUs for each phase of development subject to this preliminary plat shall be determined prior to construction. The locations for each phase shall be as required by Ordinance, in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.

    The required CBU documents shall be recorded prior to the start of construction of the public improvements serving any Lot or Outlot. In the instance of land divisions that do not require the construction of public improvements or a contract with the developer, the required approved CBU documents shall be recorded simultaneously with the final approved land division. Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

46. The lot and outlot numbering on the preliminary plat do not meet requirements of the statutes. The final plat(s) shall properly number lots and outlots consecutively as required by statute.

47. Provide all recorded-as information on all lines of the exterior boundary.

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

48. The applicant shall work the Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Reiner Road.

49. The applicant shall work Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Felland Road.

50. The applicant shall submit a traffic study analyzing the impacts of their development on the intersection of Commercial Avenue/Reiner Road/Sprecher Road and be responsible for any improvements as approved by the Director of Traffic Engineering.

51. The applicant shall add a note to the plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

52. The applicant shall provide a minimum 150-foot centerline radius and a minimum 100-foot tangent between curves on all public right of ways in this plat per MGO Section 16.23(6)(a)(11).

53. The applicant shall dedicate sufficient right of way to allow for minimum eight (8)-foot terraces on all streets in this plat. Any variances shall be approved by the City Traffic Engineer.

54. Blissful Avenue, Whooping Crane Drive, and American Robin Drive shall be classified as Community Connector Streets as defined by the current Complete Green Streets Guide.

55. Purple Martin Lane, House Wren Road, Great Egret Parkway, Red Cardinal Road, Pine Warbler Lane, Tree Swallow Lane, Herring Gull Lane, Prairie Falcon Drive, Burnette Downs Drive, Indigo Bunting Lane, Blue Stone Terrace, and Song Sparrow Street shall be classified as Neighborhood Streets as defined by the current Complete Green Streets Guide.

56. Yellow Canary Street, House Finch Lane, Tundra Swan Drive, Green Heron Lane, and Eastern Phoebe Street shall be classified as Neighborhood Yield Streets as defined by the current Complete Green Streets Guide.

57. White Owl Street and Spotted Towhee Drive shall be classified as Mixed-Use Neighborhood Streets as defined by the current Complete Green Streets Guide.

58. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division's Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12-foot easement between lots and 6-foot easements on corner lots where streetlights are needed.

59. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign off of the final plat.

Parking Division (Contact Trent W. Schultz, 608-246-5806)

60. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of subdivision review. As development progresses in the subdivision, residential uses with 10 or more dwelling units and other applicable uses in MGO 16.03 will be subject to TDM Plan review.

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

61. Obtain demolition approval and raze permits for existing buildings that will need to be demolished for the subdivision.

62. Work with Zoning and Planning staff to finalize approval of the Reiland Grove Amended TR-P Master Plan document.

63. The Two-Family Twin dwellings shall have a joint cross access and maintenance agreement which shall be recorded with the land division.

64. Increase the width of Lot 295 to a minimum of 15 feet. The minimum width of a lot with a single-family attached dwelling in the TR-U1 zoning district is 15 feet.

Fire Department (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed this request and recommended no conditions of approval.

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

65. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right-of-way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped.

66. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO 16.23(9)(d)(3).

67. All public water mains and water service laterals shall be installed by a standard City subdivision contract / City-Developer Agreement. The applicant shall contact City Engineering Division to schedule the development of plans and the agreement. See Engineering Division comments for additional information.

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

This agency has reviewed this request and recommended no conditions of approval.

Parks Division (Contact Brian Kowalski, (608) 243-2848)

68. Park land dedication is required for all new residential units as part of this plat development per MGO Section 16.23(6) (f). Outlot 6 provides 255,631 square feet of park land dedication. This is an under-dedication based on anticipated unit counts of the Reiland Grove preliminary plat. Credit for this parkland dedication will be provided to new residential units on a first-come, first-served basis, or as otherwise agreed to by the developer and the Parks Division. Once this credit is used, Park-Land Impact Fees, per MGO Sections 16.23(6)(f) and 20.08(2) will be due for all new residential units which do not meet the park land dedication requirements and are payable no later than the time of the issuance of building permits for individual lots.

69. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. Please reference ID# 25031 when contacting Parks Division staff about this project.

70. The following note should be included on the final plat: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued." The Parks Division shall be required to sign off on the final plat of this subdivision.

71. Prior to sign-off on the final plat, the applicant shall execute a declaration of conditions and covenants along with an impact fee schedule for the park impact fees for this development. The Parks Division shall be required to sign-off on the final plat of this subdivision.

72. The applicant shall install a fence along the boundary of lands dedicated for public park purposes at the sole expense of the applicant. The fence shall be installed on private property to a design that is mutually agreeable to the applicant and Parks Division. The cost of the fence shall not be eligible for Park–Infrastructure Impact Fee credits. The applicant shall execute a deed restriction that would require the fence to be perpetually maintained by the property owners for any lots that are adjacent to publicly dedicated park lands.

73. The applicant shall prominently stake all boundaries and property irons for lands to be dedicated for park purposes.

74. Once dedicated to the public, the developer shall not use park property for construction staging, stockpiling material, or any other purpose unless specifically approved by the Parks Superintendent.

75. The applicant shall provide existing condition survey information in AutoCAD format for all park dedication area to the Parks Division.

76. No farming or use of lands to be dedicated to the public for Park purposes shall be allowed unless specifically approved by the Parks Superintendent and permitted under a farm lease administered through the City of Madison Office of Real Estate Services.

77. The developer shall provide soil borings within any lands to be dedicated as parkland.

78. The parkland dedication should meet the following guidelines for park development:
    a) Areas within a park to be used for open space for active and passive recreation shall be graded at 1-2% for the area of field proposed.
    b) No side slopes within the park dedication area shall exceed 4:1.
    c) The applicant shall provide proposed grading plans prior to approval of the area for dedicated public park lands.
    d) No proposed utilities will be allowed on public park land without prior approval by the Parks Superintendent or his designee.
    e) Areas that are wetlands shall not be dedicated as public parkland.

Forestry Section (Contact Jeffrey Heinecke, (608) 266-4890)

This agency has reviewed this request and recommended no conditions of approval.

Office of Real Estate Services (Contact Trent Milliken, (608) 266-5940)

79. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate. If any of the land within the plat boundary is under contract for sale or purchase, and said transfer will be conducted at the time of plat recording, an escrow agreement may be necessary. Please discuss closing plans with your contact in ORES in advance of signoff. When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.

80. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

81. If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the plat boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to plat approval sign-off.

82. A Consent of Lessee certificate shall be included on the final plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off. ***For agricultural lands being platted, verify if farm leases are in place***.

83. If any portion of the lands within the plat boundary are subject to an Option to Purchase or other option interest please include a Certificate of Consent for the option holder and executed prior to approval sign-off.

84. As of December 4, 2025, the 2024 real estate taxes are paid for the subject property. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to Plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.

85. As of December 4, 2025, there are no special assessments reported for the parcels within the plat boundary. Pursuant to MGO Section 16.23(5)(g)1 and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to ORES in advance of plat approval sign-off.

86. A title report was submitted with the application and preliminary plat, but an updated title report was not received with the revised final plat. This will be required prior to sign-off to ensure any changes to the title report are reflected on the final plat. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (April 9, 2025) and the date when sign-off approval is requested. A title commitment may be provided, but will only be considered as supplementary information to the title report update. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to

impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.

87. Accurately reflect the contents of the title report when preparing the final plat.

88. Depict, name, and identify by document number on the proposed plat all existing easements cited in record title. Electric Line Easement for Transmission and Distribution per Document No. 2108614 not depicted or noted.

89. Record satisfactions or releases for all recorded instruments that encumber or benefit the subject lands, if all interested parties agree that the purpose for such instrument is no longer necessary or relevant for the purposes of the land division.

90. Initiate requests to all applicable utilities to record releases of their interests in utility easements in underlying plats or CSMs, if this proposed plat is a redivision of existing plats or CSMs with utility easements that will no longer be applicable; and, prior to requesting sign-off, place a note in the proposed plat citing the recording data for the City's recorded release of same.

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

Planning Division

1. The applicant shall submit to the Planning Division two copies of private subdivision covenants, conditions and restrictions, and easements that will govern the organizational structure, use, maintenance and continued protection of the development and any common services, open areas or other facilities to serve the proposed plat (private alleys, open spaces, etc.). These documents shall be approved by the Planning Division in consultation with the City Attorney's Office prior to final approval of the plat for recording.

2. That prior to final approval and recording of a final plat containing private open spaces, the applicant shall demonstrate compliance with the requirements in Section 16.23(8)(f)8 of the Subdivision Regulations for privately-owned and maintained open space, including the execution of land use restrictions and open space easements in a form acceptable to the Parks Division, Planning Division, and City Attorney's Office.

3. The proposed subdivision includes lots to be developed with buildings that share common walls. Consistent with the requirements in Section 16.23(3)(a)9. of the Subdivision Regulations and Section 28.151 of the Zoning Code, the applicant shall record a joint cross access and maintenance agreement to govern the common access to and maintenance of the shared common features of such proposed buildings, including but not limited to driveways, utilities, walkways, roofs, and exterior walls. The applicant shall provide a draft of this agreement for review and comment by City staff prior to recording.

4. That prior to recording of a final plat of the subdivision, the applicant work with City Engineering and Planning staff to explore "distributed infiltration" practices as part of the means to meet the infiltration requirements identified under Chapter 37, MGO, the Northeast Neighborhood Development Plan, and those recommended in the 2010 CARPC CUSA amendment approval resolution. These methods could include but not be limited to:

rain gardens installed to serve a "block of lots", pervious pavement, depressed terraces, rain barrels and/or other methods. These "distributed" practices would be used in coordination with regional, plat-level practices.

5. That the applicant work with the Planning Division and Capital Area Regional Planning Commission to revise the environmental corridor map to reflect any changes to the mapped corridor proposed by the development prior to final approval and recording of the final plat.

The following conditions of approval have been submitted by reviewing agencies

City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

6. A Phase 1 Environmental Site Assessment (ESA) (per ASTM E1527-21), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Environmental Review (environmentalreview@cityofmadison.com).

7. Confirm that minimum Intersection Sight Distance is provided where public streets intersect per AASHTO's A Policy on Geometric Design of Highways and Streets Seventh Edition, Section 9.5. This condition is applicable for all public street intersections within the plat and along the plat boundary. If minimum sight distance does not exist at intersections along the plat boundary, change the location of the street intersection, or agree to make improvements to the existing roadways such that the minimum required sight distance is achieved, or make the mitigating improvements as required by the City. The improvements indicated may require right of way outside of the plat. The applicant shall be aware of potential issues meeting Intersection sight distance compliance at the Felland Road and Yellow Canary Street intersection.

8. The applicant shall provide projected wastewater flow to each point of connection (existing sewer mains on Felland Road, Commercial Avenue (future), and Reiner Road (future)). Off-site sewer improvements by the developer will likely be required as a condition for development.

9. The stormwater management plan shall document protection of the low property at the corner of Felland Road and Commercial Avenue. Additionally, peak discharges are limited beyond the limits of MGO Chapter 37 to the capacity of existing culverts under Commercial Avenue and Felland Road. Additionally, for these discharges the peak volume of discharge is further limited beyond the above to matching the 10-year storm volume existing to proposed unless easements over the downstream properties are procured.

10. The developer shall enter into a City/Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign-off of the final plat. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule thedevelopment and approval of the plans and the agreement.

11. The developer shall construct Madison standard street, multi-use path, and sidewalk improvements for all streets within the plat.

12. The developer shall construct sidewalk/multi-use path, terrace, curb, gutter, and pavement along the east side of Felland Road, the west side of Reiner Road, and the north side of Commercial Avenue along the plat frontage per plans approved by the City Engineer. The curb and gutter requirement along Reiner Road and Commercial Avenue can be eliminated if determined by the City Engineer that construction will not be practical due to location, grades, or a combination of both.

13. The applicant shall construct a north-south multi-use path within the plat from Blissful Avenue to the northern boundary of the plat to a plan approved by the City Engineer. This path shall connect to the existing Woods Farm Path with future developments to the north of this plat.

14. The applicant shall construct improvements to Felland Road, Commercial Avenue, and Reiner Road at all intersections with new streets in order to facilitate ingress and egress to the development per a plan approved by the City Engineer.

15. The applicant shall construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat.

16. This development is subject to impact fees for the Northeast Neighborhood Sanitary Sewer Improvement Impact Fee District - $215.00/ 1,000 square-foot (2025 rate). All impact fees are due and payable at the time building permits are issued (MGO Ch. 20). Add the following note on the face of the plat: "Lots/buildings within this development are subject to impact fees that are due and payable at the time building permit(s) are issued."

17. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) toobtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering Division sign-off.

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

19. Provide proof of septic system abandonment from Public Health–Madison and Dane County as a condition of plan approval.

20. An Erosion Control Permit is required for this project.

21. A Storm Water Management Report and Storm Water Management Permit is required for this project.

22. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 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. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.

23. When subdivision or land divisions are submitted for Outlot 4, construction on Commercial Avenue (CTH T) will be required.

24. Submit a soil boring report that has been prepared by a Professional Engineer two weeks prior to recording the final plat to the City Engineering Division indicating the ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than nine (9) feet below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer.

25. Provide calculations for the 500-year storm event, as identified in MGO Chapter 37, as part of the plat design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.

26. Submit proposed lot corner grades with the stormwater management plan as these two items must be reviewed together to properly determine stormwater overflow conditions. Prior to the issuance of building permits, submit a master stormwater drainage plan with final as-built lot corner grades. These grades may be modified from the originally proposed grades provided they continue to meet design tolerances. No building permits shall be issued prior to City Engineering Division final approval of this plan.

27. Install a property boundary witness markers along the boundary of lands dedicated for public stormwater purposes at property corners or in locations that are mutually agreeable to the applicant and Engineering Division.

28. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an11- by 17-inch copy of an erosion control plan (PDF electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

29. Demonstrate compliance with MGO Sections 37.07 and 37.08 regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction periodwith the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

30. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by MGO Chapter 37.

31. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website. The Storm Water Management Plan & Report shall include compliance with the following:

    Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

Detain the 2-, 5-, 10-, 100-, and 200-year storm events, matching post-development rates to pre-development rates and using the design storms identified in MGO Chapter 37.

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

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

Provide onsite volumetric control limiting the post construction volumetric discharge to the predevelopment discharge volume as calculated using the 10-year storm event

The applicant shall demonstrate that water can leave the site and reach the public right of way without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any best management practices (BMP) used to meet stormwater management requirements on this project.

32. 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).

City Engineering Division – Mapping Section (Contact Julius Smith, (608) 264-9276)

33. The portions of the lands to be conveyed to the adjacent metes and bounds parcels along Felland Road shall be detached from the City of Madison prior to conveying to the adjacent owners to avoid creation of jurisdictional issues for lands intended to be a single parcel.

34. There are remnant lands north and east of this final plat that are not included as an outlot within this plat. As currently proposed and noted on the applicable preliminary plat, the remnant 40 plus acre parcel currently has divided interests of two different owners. The applicant shall provide information on how this will be accomplished prior to recording this final plat without the creation of any illegal parcels and violation of the City of Madison Subdivision Ordinance and state statutes.

35. The eight new street names were preapproved and are valid for use.

36. Grant a 15-foot wide Temporary Grading and Sloping Easement to the City of Madison for the construction of future public street improvements along Reiner Road and Commercial Avenue over the outlots reserved for future development when they are platted. The easement shall terminate upon the completion of construction of the construction of the full cross section of public improvements within the right of way adjacent to these outlots.

37. For any necessary off-site public sanitary sewer, drainage or storm sewer improvements required to serve this development, the developer shall acquire the right of way and/or easements as required at their expense. If

an easement is required, a separate City of Madison Office of Real Estate Services project shall be created to draft, administer and record the required easement. Contact Jeff Quamme of Engineering-Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate any necessary Real Estate project, and associated information and fees required.

38. Show and label MG&E Electric Transmission Line Easement per Document No. 2108614 that was also assigned to ATC per Document No. 4202339, and shall be noted on the plat and updated in the title report. The applicant shall coordinate ATC's conveyance of rights of the easement to the City of Madison for that portion within a public right of way. Upon submittal of the final plat, contact Jeff Quamme (jrquamme@cityofmadison.com) to coordinate and set up a Real Estate project.

39. The permanent limited easement for storm water drainage purposes per Document No. 5823998 at the west end of proposed Blissful Avenue shall be released by the City of Madison prior to final platting of that street.

40. The portion of Commercial Avenue/ CTH T that was previously conveyed by Document No. 643759 shall be removed from the right of way to be dedicated by this plat.

41. The surveyor shall provide the basis of the right of way of Commercial Avenue. The right of way plat for old Highway 30 per the right of way plat and conveyance leaves latitude for interpretation and refers to the previous town road. Contact Jeff Quamme jrquamme@cityofmadison.com., (608) 266-4097 to coordinate.

42. Access control regulations by Document Nos. 820381 and 1368501 are being reviewed to determine if there are State or County agencies that may have rights of access control. This shall be determined prior to the recording of any final plat having a boundary abutting Commercial Avenue.

43. No vehicular access shall be noted along Reiner Road, Felland Road, and Commercial Avenue. The outlots reserved for future development may have the access restrictions modified as part of a future land division approved by the City of Madison.

44. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat. Those easements shall be properly shown, dimensioned and labeled on the final plat. This includes easements required by the City of Madison for wet utilities if necessary.

45. As required by Ordinance, provide private Easements or private Outlots to accommodate the current USPS required centralized delivery of mail using Cluster Box Units (CBUs). Coordinate the locations of the CBUs with the USPS Development Coordinator, City Engineering and Traffic Engineering Staff and in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works. CBUs serving this land division will not be permitted within any publicly owned or dedicated lands.

    At a minimum, the final placement of CBUs for each phase of development subject to this preliminary plat shall be determined prior to construction. The locations for each phase shall be as required by Ordinance, in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.

The required CBU documents shall be recorded prior to the start of construction of the public improvements serving any Lot or Outlot. In the instance of land divisions that do not require the construction of public improvements or a contract with the developer, the required approved CBU documents shall be recorded simultaneously with the final approved land division. Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

46. Add a note: Outlots 1, 2, 3, 4, 6 and 7 of this plat are prohibited from further development until they are further subdivided in substantial conformance with the Preliminary Plat conditionally approved by Resolution RES-__-___, File ID , Adopted _____, 202_ by the Madison Common Council or any subsequent City of Madison approved Preliminary Plat and Final Plat or Certified Survey Map.

47. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The developer's surveyor and/or applicant shall submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com).

48. Prior to Engineering final sign-off by main office for final plats (CSM), the final Plat must be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final City Engineering Division sign-off.

49. Fix the overlapping text within Outlot 5 on the plat. Also, provide all recorded as information on all lines of the exterior boundary.

50. Provide updated title to reflect the correct ownership prior to final plat sign off.

51. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

    *This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal

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

33. The applicant shall work the Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Reiner Road.

34. The applicant shall work Traffic Engineering and City Engineering Divisions on determining the final right of way dedication required for Felland Road.

35. The applicant shall submit a traffic study analyzing the impacts of their development on the intersection of Commercial Avenue/Reiner Road/Sprecher Road and be responsible for any improvements as approved by the Director of Traffic Engineering.

36. The applicant shall add a note to the plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

37. The applicant shall provide a minimum 150-foot centerline radius and a minimum 100-foot tangent between curves on all public right of ways in this plat per MGO Section 16.23(6)(a)(11).

38. The applicant shall dedicate sufficient right of way to allow for minimum eight (8)-foot terraces on all streets in this plat. Any variances shall be approved by the City Traffic Engineer.

39. Prior to final sign-off, the applicant shall work with the Traffic Engineering Division's Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12-foot easement between lots and 6-foot easements on corner lots where streetlights are needed.

40. The applicant shall execute and return a declaration of conditions and covenants (DCC) for streetlights prior to sign off of the final plat.

41. Blissful Avenue and Whooping Crane Drive shall be classified as Community Connector Streets as defined by the current Complete Green Streets Guide.

42. House Wren Road, Tree Swallow Lane, Herring Gull Lane, Prairie Falcon Drive, Indigo Bunting Lane, and Song Sparrow Street shall be classified as Neighborhood Streets as defined by the current Complete Green Streets Guide.

43. Eastern Phoebe Street shall be classified as Neighborhood Yield Streets as defined by the current Complete Green Streets Guide.

Parking Division (Contact Trent W. Schultz, (608) 246-5806)

44. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of subdivision review. As development progresses in the subdivision, residential uses with 10 or more dwelling units and other applicable uses in MGO Section 16.03 will be subject to TDM Plan review.

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

45. Obtain demolition approval and raze permits for existing buildings that will need to be demolished for the subdivision.

46. Work with Zoning and Planning staff to finalize approval of the Reiland Grove Amended TR-P Master Plan document.

47. The Two-Family Twin dwellings shall have a joint cross access and maintenance agreement which shall be recorded with the land division

Fire Department (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed this request and recommended no conditions of approval.

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

48. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat per MGO 16.23(9)(d)(3).

49. All public water mains and water service laterals shall be installed by a standard City subdivision contract / City-Developer agreement. Applicant shall contact City Engineering Division to schedule the development of plans and the agreement. See Engineering Division comments for additional information.

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

This agency has reviewed this request and recommended no conditions of approval.

Parks Division (Contact Brian Kowalski, (608) 243-2848)

50. No park land dedication is included in the Reiland Grove Final Plat. Park-Land Impact Fees, per MGO Sections 16.23 (6)(f) and 20.08(2) will be required for all new residential development associated with the Reiland Grove Final Plat. As the remainder of the lands included in the Reiland Grove Preliminary Plat are platted, Park-Land Impact Fees could be credited for parkland dedication of Outlot 6, shown in the preliminary plat. This would be determined when Outlot 6 of the Reiland Grove Preliminary Plat is dedicated as park land.

51. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sections 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. Please reference ID# 25031 when contacting Parks Division staff about this project.

52. The following note should be included on the final plat: “Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.”

53. Prior to sign-off on the final plat, the applicant shall execute a declaration of conditions and covenants for impact fees. The Parks Division shall be required to sign off on this plat.

Forestry Section (Contact Jeffrey Heinecke, (608) 266-4890)

This agency has reviewed this request and recommended no conditions of approval.

Office of Real Estate Services (Contact Trent Milliken, (608) 266-5940)

54. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate. If any of the land within the plat boundary is under contract for sale or purchase, and said transfer will be conducted at the time of plat recording, an escrow agreement may be necessary. Please discuss closing plans with your contact in ORES in advance of signoff. When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.

55. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

56. If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the plat boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to plat approval sign-off.

57. A Consent of Lessee certificate shall be included on the final plat for any tenancy in excess of one year, recorded or unrecorded, and executed by said tenant prior to agency plat approval sign-off. ***For agricultural lands being platted, verify if farm leases are in place***.

58. If any portion of the lands within the plat boundary are subject to an Option to Purchase or other option interest please include a Certificate of Consent for the option holder and executed prior to approval sign-off.

59. As of December 4, 2025, the 2024 real estate taxes are paid for the subject property. Under 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to Plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.

60. As of December 4, 2025, there are no special assessments reported for the parcels within the plat boundary. Pursuant to MGO Section 16.23(5)(g)1 and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to ORES in advance of plat approval sign-off.

61. A title report was submitted with the application and preliminary plat, but an updated title report was not received with the revised final plat. This will be required prior to sign-off to ensure any changes to the title report are reflected on the final plat. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (April 9, 2025) and the date when sign-off approval is requested. A title commitment may be provided, but will only be considered as supplementary information to the title report update. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to

impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.

62. Accurately reflect the contents of the title report when preparing the final plat.

63. Depict, name, and identify by document number on the proposed plat all existing easements cited in record title. Electric Line Easement for Transmission and Distribution per Document No. 2108614 not depicted or noted.

64. Record satisfactions or releases for all recorded instruments that encumber or benefit the subject lands, if all interested parties agree that the purpose for such instrument is no longer necessary or relevant for the purposes of the land division.

65. Initiate requests to all applicable utilities to record releases of their interests in utility easements in underlying plats or CSMs, if this proposed plat is a redivision of existing plats or CSMs with utility easements that will no longer be applicable; and, prior to requesting sign-off, place a note in the proposed plat citing the recording data for the City's recorded release of same.

Appendix A: Zoning Criteria

TR-P Zoning Criteria

Requirements	Required: Single-family detached	Proposed	Required: Two-family twin	Proposed
Lot Area (sq. ft.)	2,900 sq. ft.	All lots will exceed	1,800sq. ft./unit	All lots will exceed
Lot Width	30'	All lots will exceed	25'/unit	All lots will exceed
Minimum Front Yard Setback	15'	To be determined at the time of permitting	15'	To be determined at the time of permitting
Maximum Front Yard Setback	30' or up to 20% greater than block average		30' or up to 20% greater than block average	
Side Yard Setback	5'		5'	
Reverse Corner Side Yard Setback	8' (10' for garage)		8' (10' for garage)	
Rear Yard Setback	Street-accessed: 20' Alley-accessed: 2'		Street-accessed: 20' Alley-accessed: 2'	
Usable Open Space	None		None	
Maximum Lot Coverage	75%		75%	
Maximum Building Height	3 stories/ 35'		3 stories/ 35'	

TR-U1 Zoning Criteria

Requirements	Required	Proposed
Lot Area (per Multi-Family Unit)	1000 sq. ft. per unit	All lots will exceed
Lot Width	15' per unit	All lots will exceed

Front Yard Setback	15’	To be determined at the time of permitting
Maximum Front Yard Setback	30’ or up to 20% greater than block average	
Side Yard Setback	10’	
Reversed Corner Side Yard Setback	12’	
Rear Yard Setback	The lesser of 25% of lot depth or 20’	
Maximum Lot Coverage	90%	
Maximum Building Height	3 stories/ 40’	

Other Critical Zoning Items	
Yes:	Utility Easements
No:	Barrier Free, Transit-Oriented Development (TOD) Overlay, Urban Design, Floodplain, Landmarks, Waterfront Development, Wellhead Protection
	Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator

From: T. LOR
To: Plan Commission Comments; Planning
Subject: Clarification Request for Screening Near 4786 Felland Rd
Date: Monday, December 1, 2025 10:50:47 AM
Attachments: image.png

You don't often get email from t94lor@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello,

I am writing as the owner and occupant of 4786 Felland Rd, which borders the southwest corner of the proposed Reiland Grove development. My concern is specifically with the portion of the project where the new internal roadway meets Felland Road. This is the same area I circled in the reference image I will be attaching.

Because the road connection will bring vehicle activity directly next to my property line, I am concerned about increased noise, light spill from headlights, and reduced privacy once the development is completed.

I would like to confirm whether any screening, buffering, or landscaping is planned along this section of the boundary next to my property. If no buffering is currently included, I would like to request that a privacy fence or similar barrier be added to help reduce noise and light impacts from vehicles entering and exiting the new roadway.

I appreciate the work that goes into planning these projects and I simply want to ensure this edge of the development is handled in a way that respects both the new homes and the existing neighboring properties.

Please let me know if there is someone specific I should contact or if you need any additional information from me.

Thank you for your time,
Tou L.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90801

File ID:	90801	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/07/2025
File Name:	Final Plat - Raemisch Farm Development, First Addn			**Final Action:**	

Title: Approving the final plat of *Raemisch Farm Development, First Addition* on land generally addressed as 4000-4150 Packers Avenue and 4201 N Sherman Avenue (District 18).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 70.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, Application.pdf, Letter of Intent.pdf, Final Plat.pdf, Staff Comments.pdf, Link to Prelim Plat Res ID 72365

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/10/2025	Maggie McClain	Approve	11/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	11/07/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Plan Commission (12/15/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION		12/15/2025	Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.					

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Glenn, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the final plat subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Text of Legislative File 90801

Fiscal Note
No City appropriation is required with the approval of this final plat. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving the final plat of *Raemisch Farm Development, First Addition* on land generally addressed as 4000-4150 Packers Avenue and 4201 N Sherman Avenue (District 18).

Body
WHEREAS on September 6, 2022, the Common Council conditionally approved the preliminary plat of *Raemisch Farm Development* on land generally addressed as 4000-4150 Packers Avenue and 4201 N Sherman Avenue, City of Madison, Dane County, Wisconsin by Resolution 22-00629 (ID 72365); and

WHEREAS Halo Ventures, LLC and Lokre Development have duly filed the final plat of *Raemisch Farm Development, First Addition* for approval by the Madison Common Council;

NOW THEREFORE BE IT RESOLVED that said plat is hereby approved subject to all conditions as required by the reviewing City departments as required by Section 16.23 of the General Ordinances of the City of Madison, subject to the conditions noted in the Plan Commission files, and that same shall be recorded with the Dane County Register of Deeds.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the plat, bond and subdivision contract, subsequent affidavits of corrections, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approved plat. If found necessary by the City Engineer, in consultation with Planning Division staff, if wetland or environmental corridor boundaries need to be altered as a result of this subdivision, the Common Council recognizes and adopts the revised boundaries for any wetland or environmental corridor within the Central Urban Service Area as it relates to this subdivision.

BE IT FURTHER RESOLVED that the said plat is hereby added to the official map and the street grades for said plat on file in the City Engineer's Office are hereby approved.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the

recorded subdivision in the Comprehensive Plan and any applicable neighborhood plans.

BE IT FURTHER RESOLVED that all dedications included in this plat or required as a condition of approval of this plat be and are hereby accepted by the City of Madison.

City of Madison

Final Plat

Location

4000-4150 Packers Avenue
4201 N Sherman Avenue

Applicant

Mike McCarty, Stantec
Fred Brouner, Dewitt, LLP
B&G Real Estate, LLC

Request

Raemisch Farm Development First Addition, creating 77 lots for mixed-use, multi-family, and single-family development, and three outlots

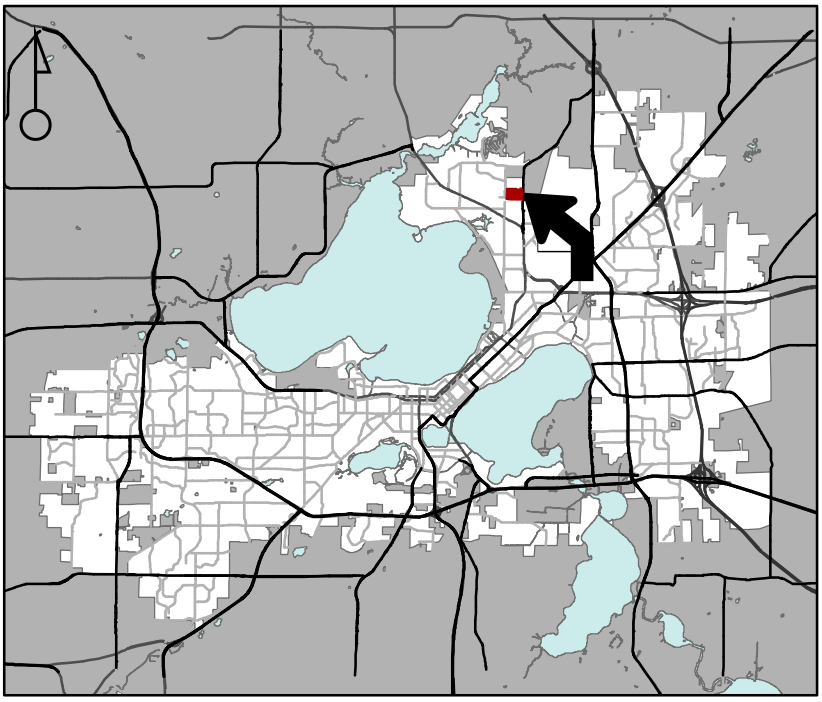
Public Hearing Dates

Plan Commission

December 15, 2025

Common Council

January 13, 2026



For Questions Contact: Colin Punt at: 243-0455 or cpunt@cityofmadison.com or City Planning at 266-4635

Scale : 1" = 400'

City of Madison, Planning Division : JC : Date : 9-9-

City of Madison

4000-4150 Packers Avenue
4201 N Sherman Avenue

Date of Aerial Photography : Spring 2022

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 10-31-25 9:42 a.m.
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☑ Final Subdivision Plat ☐ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: Raemisch Farm Development

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: B&G Real Estate, LLC
Representative, if any: Fred Brouner, Dewitt LLP
Street address: 2 E ifflin St. Ste 600
City/State/Zip: Madison, WI, 53703
Telephone: 608-469-0361
Email: [redacted]

Firm Preparing Survey: Stantec
Contact: Mike McCarty
Street address: PO Box 105
City/State/Zip: Sturgeon Bay, WI 54235
Telephone: 920-298-1761
Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 4000 Packers Ave, 4150 Packers Avenue, 4201 North Sherman Avenue
Tax Parcel Number(s): 081019300863 & 081019300855
Zoning District(s) of Proposed Lots: CN, CC-T, TR-U1, TR-V2, TR-C3
School District: Madison Metro

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	77		25.85
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)		3	10.01
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	77	3	37.77

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Joel Oliver Signature: _____

Date: 10/31/2025 Interest In Property On This Date: Under contract to purchase

October 31, 2025

Letter of Intent
Land Use/Subdivision Application

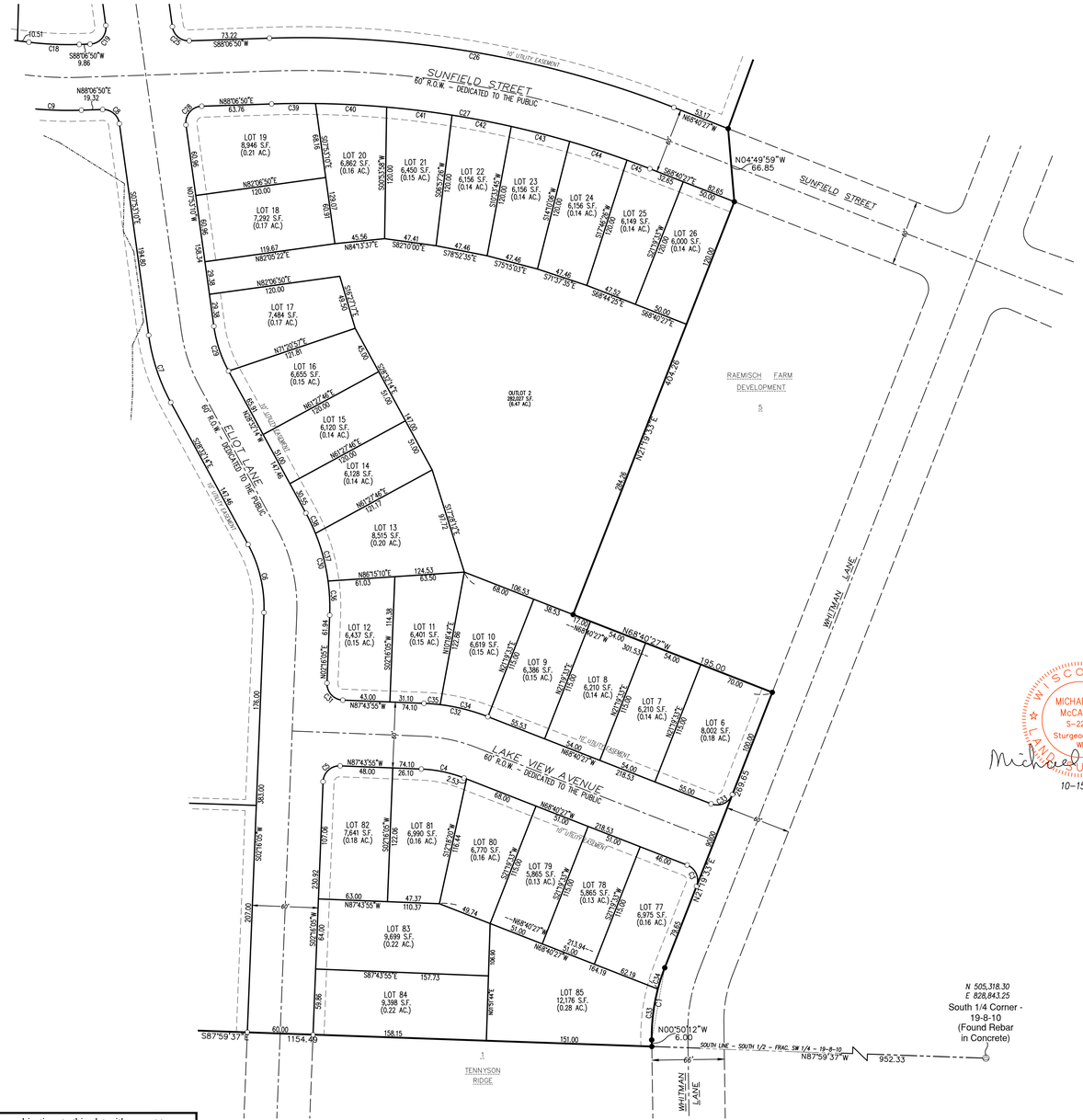
City of Madison
Planning Division
126 S. Hamilton St.
PO Box 2985
Madison, WI 53701-2985

Re: Raemisch Farm Development – Final Plat (phase 2)

Project Address:	4150 Packers Avenue
Project Team:	
Owner:	Halo Ventures LLC & Lokre 900 N. Rock Hill Road St. Louis, MO 63119
Civil Engineer:	Stantec 312 N 5th Avenue, Suite 1 Sturgeon Bay, WI 54235
Surveyor:	Stantec 312 N 5th Avenue, Suite 1 Sturgeon Bay, WI 54235
Existing Condition:	Site has most recently been farmed and is currently zoned agricultural and does not have sanitary service or water service.
Proposed Use:	Site has been rezoned as CCT, TRV2, CN, TRU1, TRC3 for the purpose of residential development. Lot 1 and 3 are mixed use lots; Lots 2, 4, 5 and 29 are multi-family residential; lots 27 and 28 are townhouse/condominium lots; lot OL3 (to be deeded to parks) and lot 76 left A; OL1 is stormwater management;; all remaining lots are single family lots.
Project Schedule:	Phase 2 construction is anticipated 9/26 – 9/28 an consist of lots 6-28, 30-85 and OL2-3, .

RAEMISCH FARM DEVELOPMENT FIRST ADDITION

BEING:
OUTLOT 2 OF RAEMISCH FARM DEVELOPMENT
LOCATED IN:
THE SOUTH 1/2 OF THE FRACTIONAL SW 1/4 OF SECTION 19, TOWNSHIP 8 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



10-15-25

N

0 60 120

GRAPHIC SCALE IN FEET

BEARINGS ARE BASED ON THE SOUTH LINE OF THE SW 1/4 OF SECTION 19-8-10 WHICH BEARS N. 87°59'37" W. ON THE WISCONSIN COUNTY COORDINATE SYSTEM - DANE (NAD 83 - 1997)

- ⊕ - FOUND MAG NAIL
- ⊙ - FOUND 1.315" OUTSIDE DIA. IRON PIPE
- ● - FOUND 1.270"O.D.X18" REINFORCING BAR WEIGHING 4.303 LBS./LIN. FT.
- ○ - SET 1.270"O.D.X18" REINFORCING BAR WEIGHING 4.303 LBS./LIN. FT. ALL OTHER LOT AND OUTLOT CORNERS 1.37"OD X 18" STEEL PIPE, 1.68LB / LIN FT., SET
- ⊛ - DANE COUNTY MONUMENT FOUND (AS DESCRIBED)

NOTES:
- TOTAL ACREAGE OF PARCEL = 37.77 ACRES.
- SQUARE FOOTAGE OF PUBLIC RIGHT OF WAY DEDICATED = 246,061 S.F.
- ALL DIMENSIONS MEASURED TO THE NEAREST HUNDRETH OF A FOOT; ALL ANGLES MEASURED TO THE NEAREST FIVE SECONDS AND COMPUTED TO THE NEAREST SECOND.
- PUBLIC UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE BY PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING TO RIGHT TO SERVE THE AREA.
- NO DRIVEWAY SHALL BE CONSTRUCTED THAT INTERFERES WITH THE ORDERLY OPERATION OF THE PEDESTRIAN WALKWAY
- LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED.

CURVE DATA

NUMBER	LENGTH	RADIUS	INCL. <	CHD. BRG.	CHD. LENGTH	TANGENT IN	TANGENT OUT
C1	67.3	173.98	22°39'45"	N10°14'41"E	66.88	N00°50'12"W	N21°19'33"E
C2	8.94	120.00	04°16'08.5"	N03°47'35"E	8.94	N05°55'39"E	N01°39'31"E
C3	23.56	15.00	90°00'00"	S23°40'27"W	21.21	N21°19'33"E	N68°40'27"W
C4	39.91	120.00	19°03'28"	N78°12'11"W	39.73	N68°40'27"W	N87°43'55"W
C5	23.56	15.00	90°00'00"	S47°16'05"W	21.21	N87°43'55"W	S02°16'05"W
C6	64.52	120.00	19°03'28"	N18°12'42"W	63.74	N02°16'05"E	N28°32'14"W
C7	64.88	180.00	20°39'04"	N18°12'42"W	64.53	N28°32'14"W	N07°53'10"W
C8	21.99	15.00	84°00'00"	N49°53'10"W	20.07	N07°53'10"W	N88°06'50"W
C9	55.34	356.00	08°54'21"	N87°25'59"W	55.28	N88°06'50"W	N82°58'29"W
C10	28.27	270.00	06°00'00"	N85°58'49"W	28.26	N82°58'29"W	N82°58'29"W
C11	39.13	25.00	89°40'22"	S45°11'00"W	35.25	N82°58'29"W	S01°20'49"W
C12	39.41	25.00	90°19'38"	N43°09'00"E	35.46	S01°20'49"W	S88°58'49"E
C13	34.56	330.00	06°00'00"	S85°58'49"E	34.54	S88°58'49"E	S82°58'29"E
C14	21.99	15.00	84°00'00"	N55°01'11"E	20.07	S82°58'29"E	N13°01'11"E
C15	23.89	120.00	11°24'21"	N07°19'01"E	23.85	N13°01'11"E	N01°36'50"E
C16	35.83	180.00	11°24'21"	S07°19'01"W	35.77	S01°36'50"W	S13°01'11"W
C17	25.13	15.00	96°00'00"	S34°58'49"E	22.29	S13°01'11"W	S82°58'49"E
C18	46.01	296.00	08°54'21"	S87°25'59"E	45.96	S82°58'49"E	N88°06'50"E
C19	25.13	15.00	96°00'00"	N40°06'50"E	22.29	N88°06'50"E	N07°53'10"W
C20	29.85	180.00	09°30'00"	N03°08'10"W	29.81	S21°19'33"W	S30°50'12"E
C21	23.48	15.00	89°41'35"	S43°13'57"E	21.16	S01°36'50"W	S88°04'45"E
C22	23.63	15.00	90°15'44"	N46°47'23"E	21.26	S88°04'45"E	N01°39'31"E
C23	23.49	15.00	89°44'16"	N43°12'37"W	21.16	N01°39'31"E	N88°04'45"W
C24	26.13	15.00	99°48'25"	S42°01'02"W	22.95	N88°04'45"W	S07°53'10"E
C25	26.13	15.00	99°48'25"	S42°01'02"W	22.95	S07°53'10"E	N88°06'50"E
C26	376.77	930.00	23°12'43"	S80°16'48"E	374.19	N88°06'50"E	S68°40'27"E
C27	352.46	870.00	23°12'43"	N80°16'48"W	350.05	N68°40'27"W	S88°06'50"W
C28	25.13	15.00	96°00'00"	S40°06'50"W	22.29	S88°06'50"W	S07°53'10"E
C29	43.25	120.00	20°39'04"	S18°12'42"E	43.02	S07°53'10"E	S28°32'14"E
C30	96.78	180.00	19°03'28"	S13°08'05"E	95.62	S28°32'14"E	S02°16'50"W
C31	23.56	15.00	90°00'00"	S42°43'50"E	21.21	S02°16'50"W	S87°43'50"E
C32	59.87	180.00	19°03'28"	S78°12'11"E	59.60	S87°43'55"E	S68°40'27"E
C33	23.56	15.00	90°00'00"	N66°19'33"E	21.21	S68°40'27"E	N21°19'33"E
C34	45.00	180.00	14°19'24"	N75°50'09"W	44.08		
C35	14.87	180.00	04°44'04"	N85°21'53"W	14.87		
C36	20.49	180.00	09°55'53.5"	N02°41'52"W	31.16		
C37	45.08	180.00	14°21'01"	N14°50'19"W	44.96		
C38	20.49	180.00	06°31'24"	N25°16'32"W	20.48		
C39	40.02	870.00	02°38'08.5"	N89°25'54"E	40.02		
C40	65.02	870.00	04°16'54"	S87°06'35"E	65.00		
C41	60.08	870.00	03°57'24"	S82°59'26"E	60.07		
C42	55.01	870.00	03°37'22"	S79°12'03"E	55.00		
C43	55.01	870.00	03°37'22"	S75°34'41"E	55.00		
C44	55.01	870.00	03°37'22"	S71°57'19"E	55.00		
C45	22.32	870.00	01°28'10.5"	S69°24'32"E	22.32		
C46	14.16	180.00	04°30'26.5"	N10°45'58"E	14.16		
C47	21.67	180.00	06°53'54.5"	N05°03'47"E	21.66		
C48	14.45	120.00	06°53'54.5"	S05°03'47"W	14.44		
C49	9.44	120.00	04°30'26.5"	S10°45'58"W	9.44		

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

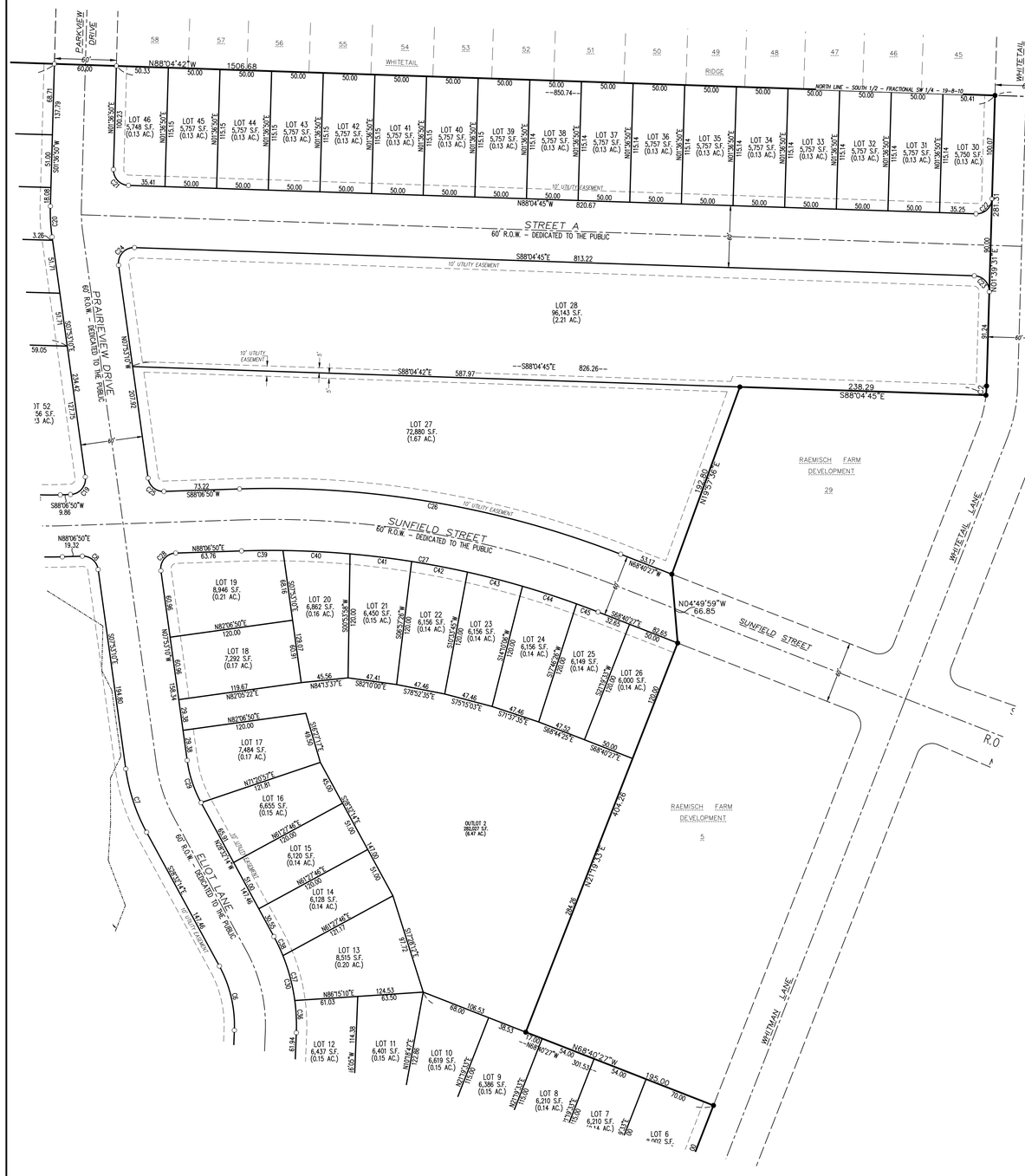
Department of Administration

Stantec

PATH: PROJ: 193500440
DRAWING:193500440V501_FP_1A
JOB NO.193500440 10-15-25

RAEMISCH FARM DEVELOPMENT FIRST ADDITION

BEING:
OUTLOT 2 OF RAEMISCH FARM DEVELOPMENT
LOCATED IN:
THE SOUTH 1/2 OF THE FRACTIONAL SW 1/4 OF SECTION 19, TOWNSHIP 8 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



BEARINGS ARE BASED ON THE SOUTH LINE OF THE SW 1/4 OF SECTION 19-8-10 WHICH BEARS N. 87°59'37" W. ON THE WISCONSIN COUNTY COORDINATE SYSTEM - DANE (NAD 83 - 1997)

- ▲ - FOUND MAG NAIL
- Ⓟ - FOUND 1.315" OUTSIDE DIA. IRON PIPE
- ● - FOUND 1.270"O.D.X18" REINFORCING BAR WEIGHING 4.303 LBS./LIN. FT.
- ○ - SET 1.270"O.D.X18" REINFORCING BAR WEIGHING 4.303 LBS./LIN. FT. ALL OTHER LOT AND OUTLOT CORNERS 1.37"OD X 18" STEEL PIPE, 1.68LB / LIN FT., SET
- ◎ - DANE COUNTY MONUMENT FOUND (AS DESCRIBED)

NOTES:

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WISCONSIN
MICHAEL G. McCARTY
S-2298
Sturgeon Bay, WI
LAND SURVEYOR

Michael McCarty

10-15-25

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

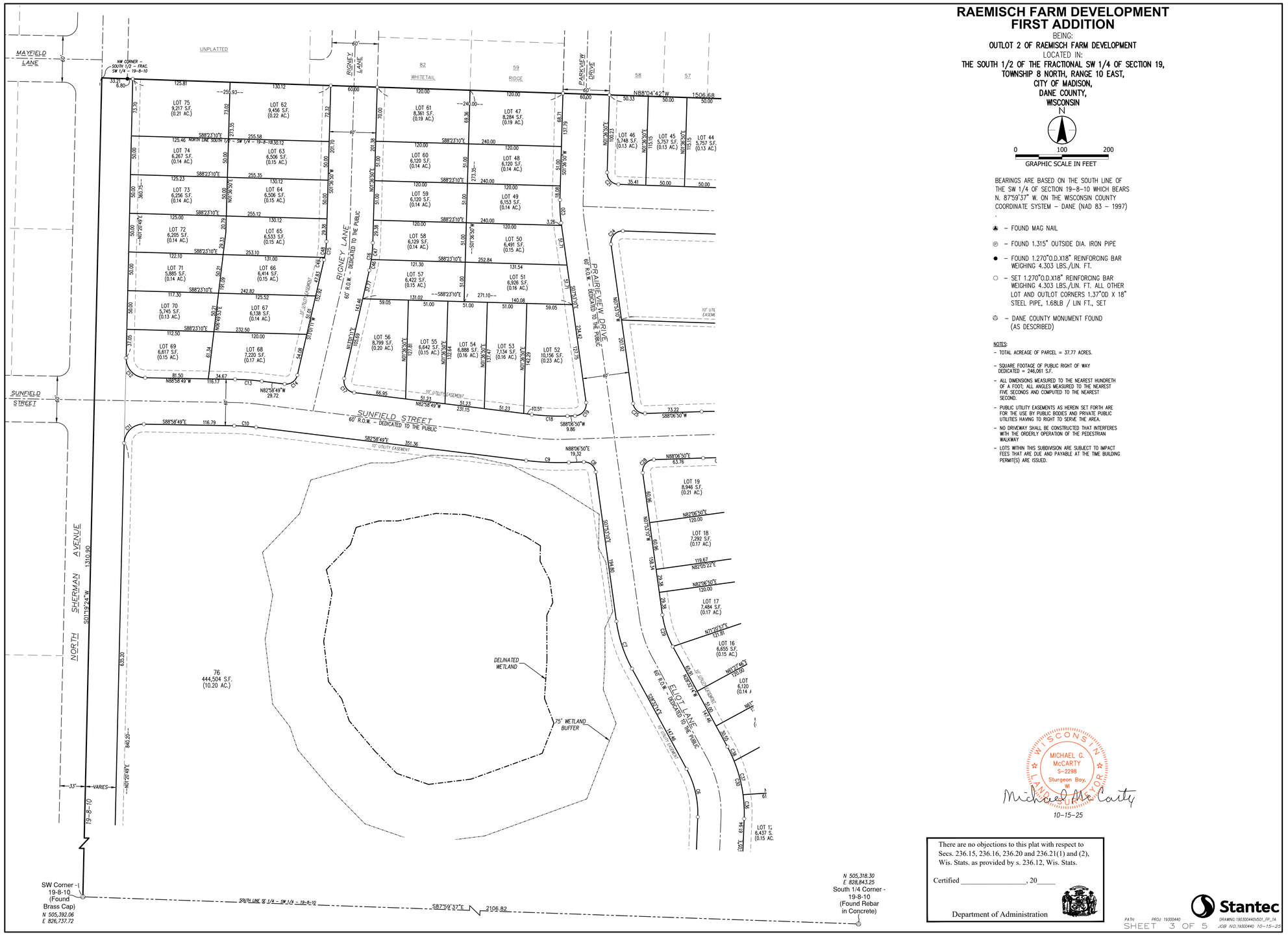
Stantec

PATH: PROJ: 193004401 DRAWING:193004401V501_FP_1A

JOB NO.193004401 10-15-25

RAEMISCH FARM DEVELOPMENT
FIRST ADDITION

BEING:
OUTLOT 2 OF RAEMISCH FARM DEVELOPMENT
LOCATED IN:
THE SOUTH 1/2 OF THE FRACTIONAL SW 1/4 OF SECTION 19, TOWNSHIP 8 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



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- SQUARE FOOTAGE OF PUBLIC RIGHT OF WAY DEDICATED = 246,061 S.F.
- ALL DIMENSIONS MEASURED TO THE NEAREST HUNDRETH OF A FOOT; ALL ANGLES MEASURED TO THE NEAREST FIVE SECONDS AND COMPUTED TO THE NEAREST SECOND.
- PUBLIC UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE BY PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING TO RIGHT TO SERVE THE AREA.
- NO DRIVEWAY SHALL BE CONSTRUCTED THAT INTERFERES WITH THE ORDERLY OPERATION OF THE PEDESTRIAN WALKWAY
- LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED.

WISCONSIN LAND SURVEYOR
MICHAEL C. McCARTY
S-2298
Sturgeon Bay, WI

Michael C. McCarty
10-15-25

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

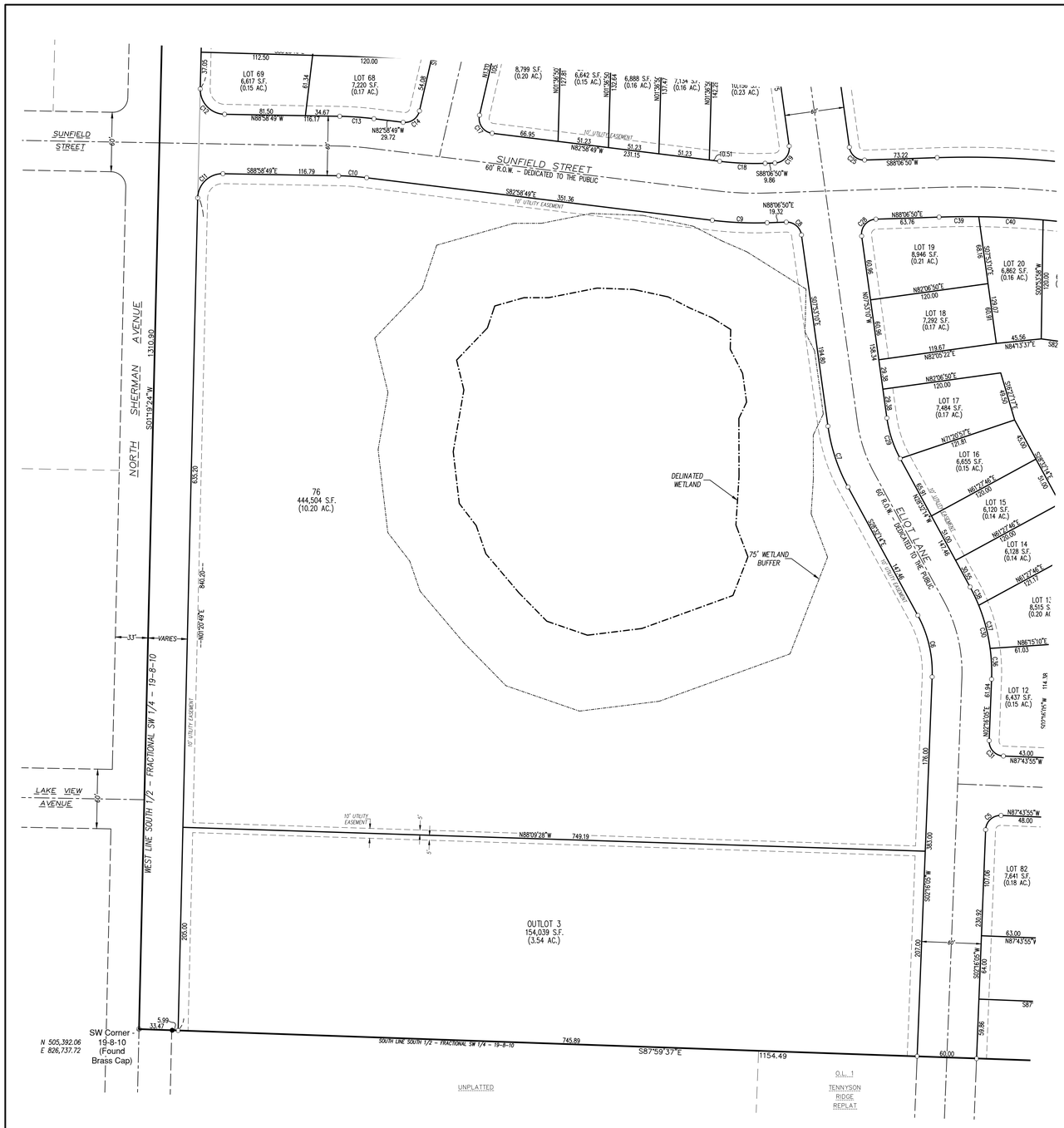
Certified _____, 20_____

Department of Administration

Stantec

RAEMISCH FARM DEVELOPMENT
FIRST ADDITION

BEING:
OUTLOT 2 OF RAEMISCH FARM DEVELOPMENT
LOCATED IN:
THE SOUTH 1/2 OF THE FRACTIONAL SW 1/4 OF SECTION 19, TOWNSHIP 8 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



NOTES:

- TOTAL ACREAGE OF PARCEL = 37.77 ACRES.
- SQUARE FOOTAGE OF PUBLIC RIGHT OF WAY DEDICATED = 246,061 S.F.
- ALL DIMENSIONS MEASURED TO THE NEAREST HUNDREDTH OF A FOOT; ALL ANGLES MEASURED TO THE NEAREST FIVE SECONDS AND COMPUTED TO THE NEAREST SECOND.
- PUBLIC UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE BY PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING TO RIGHT TO SERVE THE AREA.
- NO DRIVEWAY SHALL BE CONSTRUCTED THAT INTERFERES WITH THE ORDERLY OPERATION OF THE PEDESTRIAN WALKWAY
- LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED.

N

0 60 120

GRAPHIC SCALE IN FEET

BEARINGS ARE BASED ON THE SOUTH LINE OF THE SW 1/4 OF SECTION 19-8-10 WHICH BEARS N. 87°59'37" W. ON THE WISCONSIN COUNTY COORDINATE SYSTEM – DANE (NAD 83 – 1997)

▲ – FOUND MAG NAIL

⌀ – FOUND 1.315" OUTSIDE DIA. IRON PIPE

● – FOUND 1.270"O.D.X18" REINFORCING BAR WEIGHING 4.303 LBS./LIN. FT.

○ – SET 1.270"O.D.X18" REINFORCING BAR WEIGHING 4.303 LBS./LIN. FT. ALL OTHER LOT AND OUTLOT CORNERS 1.37"OD X 18" STEEL PIPE, 1.68LB / LIN FT., SET

◎ – DANE COUNTY MONUMENT FOUND (AS DESCRIBED)

WISCONSIN
MICHAEL G. McCARTY
S-2298
Sturgeon Bay, WI
LAND SURVEYOR

Michael G. McCarty
10-15-25

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

Department of Administration

Stantec

RAEMISCH FARM DEVELOPMENT
FIRST ADDITION

BEING:
OUTLOT 2 OF RAEMISCH FARM DEVELOPMENT
LOCATED IN:
THE SOUTH 1/2 OF THE FRACTIONAL SW 1/4 OF SECTION 19,
TOWNSHIP 8 NORTH, RANGE 10 EAST,
CITY OF MADISON,
DANE COUNTY,
WISCONSIN

Surveyors Certificate:

I, Michael G. Mc Carty, Registered land surveyor for Stantec Consulting Services, Inc., do hereby certify:

That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Madison, and under the direction of Lorke Development, LLC, owner of said land division, I have surveyed, divided, and mapped Raemisch Farm Development; that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is a parcel being Outlot 2 of Raemisch Farm Development, located in the South 1/2 of the Fractional SW 1/4 of Section 19, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin, containing 37.77 acres of land.

This parcel contains 37.77 acres and is subject to the rights of the public over those portions previously dedicated for the right of way of North Sherman Avenue.

Dated this 15th day of October, 2025

Michael G. Mc Carty
Professional Land Surveyor–2298

WISCONSIN
MICHAEL G. McCARTY
S-2298
Sturgeon Bay, WI
LAND SURVEYOR

Owner's Certificate

B & G Real Estate, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped, and dedicated as represented on this plat.

B & G Real Estate, LLC does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Common Council, City of Madison
Department of Administration

IN WITNESS WHEREOF, the said B & G Real Estate, LLC has caused these presents to be signed this _____, day of _____, 202_.

Bruce Raemisch Revocable Trust sole member

_____
Fredric J. Brouner, Trustee

STATE OF WISCONSIN
_____ COUNTY) SS

Personally came before me this _____ day of _____, 202_, the above person to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____ Notary Public,
_____, Wisconsin
My commission expires _____.

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20_____

Department of Administration

Owner's Certificate

4000 Packers Avenue, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped, and dedicated as represented on this plat.

4000 Packers Avenue, LLC, does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Common Council, City of Madison
Department of Administration

IN WITNESS WHEREOF, the said 4000 Packers Avenue, LLC has caused these presents to be signed this _____, day of _____, 202_.

Bruce Raemisch Revocable Trust sole member

_____
Fredric J. Brouner, Trustee

STATE OF WISCONSIN
_____ COUNTY) SS

Personally came before me this _____ day of _____, 202_, the above person to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____ Notary Public,
_____, Wisconsin
My commission expires _____.

Owner's Certificate

As Trustee of The Gregory E. Raemisch Living Trust, owner, I, Shayna Borakove do hereby certify that I caused the land described on this plat to be surveyed, divided, mapped, and dedicated as represented on this plat.

I further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Common Council, City of Madison
Department of Administration

IN WITNESS WHEREOF, the said Trustee of the Gregory E. Raemisch Living Trust has caused these presents to be signed this _____, day of _____, 202_.

_____
Shayna Borakove, Trustee

STATE OF WISCONSIN
_____ COUNTY) SS

Personally came before me this _____ day of _____, 202_, the above person to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____ Notary Public,
_____, Wisconsin
My commission expires _____.

City of Madison Plan Commission Certificate

Approved for recording by the secretary of the City of Madison Plan Commission.

BY_____ Date: _____
Matthew Wachter,
Secretary of the Plan Commission

City of Madison Common Council Approval

Resolved, that the plat of RAEMISCH FARM DEVELOPMENT, located in the SE 1/4 of the Fractional SW 1/4 of Section 19, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin, was hereby approved by Enactment Number _____, File I.D. Number _____, adopted this _____ day of _____, 20__, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said plat of RAEMISCH FARM DEVELOPMENT to the City of Madison for public use.

Dated this _____ day of _____, 20__.

_____
Michael Haas, City Clerk
City of Madison, Dane County, Wisconsin

County Treasurer Certificate

STATE OF WISCONSIN)
DANE COUNTY) SS

I, Adam Gallagher, being the duly elected, qualified and acting treasurer of the County of Dane, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of this _____ day of _____, 20__ affecting the lands included in the plat of RAEMISCH FARM DEVELOPMENT.

_____ _____
(Date) Adam Gallagher, County Treasurer

City of Madison Treasurer Certificate

STATE OF WISCONSIN)
DANE COUNTY) SS

I, Craig Franklin, being the duly appointed, qualified and acting Treasurer and Revenue Manager of the City of Madison, do hereby certify that, in accordance wth the records in my office, there are no unpaid taxes or special assessments as of this _____ day of _____, 20__ affecting the lands included in the plat of RAEMISCH FARM DEVELOPMENT.

_____ _____
(Date) Craig Franklin, City Treasury and Revenue Manager
City of Madison, Dane County, Wisconsin

Dane County Register of Deeds Certificate

Received for recording this _____ day of _____, 20__ at _____o'clock ____ and recorded in Volume _____ of Plat on Pages _____.

Document No. _____

_____
Kristi Chlebowski
Register of Deeds, Dane County, Wisconsin

Stantec

PLANNING DIVISION STAFF REPORT

December 15, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address: **4000-4150 Packers Avenue** (18th Alder District, Alder Glenn)

Application Type: Final Plat

Legistar File ID # 90801

Prepared By: Colin Punt, AICP, Planning Division
Report includes comments from other City agencies, as noted

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Joel Oliver; Halo Real Estate Ventures; 900 North Rock Hill Rd #100; St. Louis, MO 63119

Surveyor: Mike McCarty; Stantec; PO Box 105; Sturgeon Bay, WI 54235

Owner: B&G Real Estate, LLC c/o Fred Brouner; Dewitt LLP; 2 E Mifflin St, Ste 600; Madison, WI 53703

Requested Actions: Approving the final plat of *Raemisch Farm Development* on property generally addressed as 4000-4150 Packers Avenue.

Proposal Summary: The proposal for the first phase of the "Raemisch Farm Development First Addition" subdivision calls for the 42.8 acres of the 63.6-acre preliminary to be platted with 76 residential lots, one lot for urban agriculture and open space, one outlot for public parkland, and one outlot for private open space. The other 20.8 acres of the site were platted with a previous final plat.

Applicable Regulations & Standards: The subdivision process is outlined in Section 16.23(4) MGO.

Review Required By: Plan Commission and Common Council.

Review Schedule: The State's subdivision statute, Wis. Stats. 236, requires that a final plat be approved, conditionally approved, or rejected (with stated reasons) within 60 days of submittal unless the time is extended by agreement with the applicant.

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the final plat of *Raemisch Farm Development First Addition* substantially conforms to the approved preliminary plat and recommend **approval** to the Common Council subject to input at the public hearing and the conditions from reviewing agencies beginning on page 6 of this report.

Background Information

Parcel Location: The greater subject site is comprised of three parcels containing approximately 63.6 acres of land generally located between Packers Avenue and North Sherman Avenue, approximately one-half mile north of Northport Drive. This final plat contains the westernmost 42.8 acres along North Sherman Avenue. The site is within Alder District 18 (Alder Glenn) and the Madison Metropolitan School District.

Existing Conditions and Land Use: The site is mostly undeveloped, but farmed, with a single-family residence and accessory farm buildings in the southeast corner of the property. As part of earlier approvals, the site has been rezoned from A (Agriculture District) to TR-U1 (Traditional Residential-Urban 1 district), CC-T (Commercial

Corridor-Transitional district), TR-C3 (Traditional Residential-Consistent 3 district), TR-V2 (Traditional Residential-Varied 2 district), and CN (Conservancy district), with a portion remaining A (Agriculture district)

Surrounding Land Uses and Zoning:

North: Single-family homes in the Whitetail Ridge Subdivision, zoned SR-C2 (Suburban Residential - Consistent 2 district);

South: Lakeview Elementary school zoned SR-C1 (Suburban Residential - Consistent 1 district), open space zoned SR-C2, apartment buildings zoned SR-V2 (Suburban Residential - Varied 2 district), a senior living center zoned PD (Planned Development district), and a mixed-use development zoned CC-T (Commercial Corridor-Transitional district);

West: Across North Sherman Avenue, single-family homes zoned SR-C1; and

East: First phase of Raemisch Farm Development, yet unbuilt. Beyond, across Packers Avenue, undeveloped land owned by Dane County.

Adopted Land Use Plans: The Comprehensive Plan (2023) recommends Low Residential, Low-Medium Residential, and Parks and Open Space for various portions of the subject site. The portions of the preliminary plat included in the final plat of the previous phase are designated for Medium Residential, Neighborhood Mixed Use, and Parks and Open Space. The subject site is also located within the boundaries of the Northport-Warner Park-Sherman Neighborhood Plan (2009), which recommends development of the site as a new mixed-use neighborhood.

Environmental Corridor Status: No mapped environmental corridors exist within the subject site.

Public Utilities and Services: The subject site is not currently served by all public utilities and services, but will eventually be served by a full range of urban services currently surrounding the property. Metro Transit service currently operates on Tennyson Lane and Sherman Avenue.

Zoning Summary: The proposed lots are zoned TR-C3 (Traditional Residential-Consistent 3 district), TR-V2 (Traditional Residential-Varied 2 district), and CN (Conservancy district), with one lot remaining A (Agriculture district). The previously-platted eastern portions of the plat are zoned TR-U1 (Traditional Residential-Urban 1 district) and CC-T (Commercial Corridor-Transitional district).

TR-C3 ZONING CRITERIA

Requirements	**Required: Single-family detached**	**Proposed**
Lot Area (sq. ft.)	3,000 sq. ft.	>3,000 sq. ft.
Lot Width	30’	>30’
Front Yard Setback	15’	TBD
Max. Front Yard Setback	30’ or up to 20% greater than block average	TBD
Side Yard Setback	5’ Lot width <50’: 10% lot width	TBD
Reverse Corner Side Yard Setback	8’ (10’ for garage)	TBD
Rear Yard Setback	Lesser of 20% lot depth or 20’ Alley-accessed: 3’	TBD
Maximum Lot Coverage	75%	TBD
Maximum Building Height	2 stories/35’	TBD

TR-V2 ZONING CRITERIA

Requirements	**Required: Single-family attached (8 units max)**	**Required: Single-family attached (>8 units)**	**Proposed**
Lot Area (sq. ft.)	1,500 sq. ft./d.u.	1,000 sq. ft./d.u.	Lot 27: 72,880 s.f. Lot 28: 96,143 s.f.
Lot Width	15'/d.u.	15'/d.u.	Lot 27: 500.58' Lot 28: 813.22'
Front Yard Setback	20'	20'	TBD
Maximum Front Yard Setback	30' or up to 20% greater than block average	30' or up to 20% greater than block average	TBD
Side Yard Setback	Exterior end walls: 5'	Exterior end walls: 5'	TBD
Reversed Corner Side Yard Setback	12'	12'	TBD
Rear Yard	Lesser of 25% lot depth or 25' Alley accessed: 3'	Lesser of 25% lot depth or 25' Alley accessed: 3'	TBD
Maximum Height	3 stories/40'	3 stories/40'	TBD
Maximum Lot Coverage	90%	90%	TBD

Other Critical Zoning Items	Utility Easements, Wetlands

Tables prepared by: Jenny Kirchgatter, Assistant Zoning Administrator

Project History

On August 29, 2022, the Plan Commission recommended approval of a zoning map amendment (ID 72876) and the resolution approving a new preliminary plat (ID 72365). At its September 6, 2022 meeting, the Common Council approved both the zoning map amendment and preliminary plat. On October 6, 2025, the Plan Commission recommended approval of a final plat for the eastern third of the lands contained within the preliminary plat (ID 89766). At its October 7, 2025 meeting, the Common Council approved the aforementioned first phase final plat.

Prior to the approval of the preliminary plat, zoning, and first final plat, several requests were considered on this site. On February 4, 2020, a petition (ID 58904) to attach the Raemish Farm property to the City from the Town of Burke was adopted by Common Council. A first proposal for a preliminary plat (ID 60683) and zoning map amendment (ID 60914) for this site was considered by the Plan Commission on April 12, 2020. The Plan Commission found that the standards for zoning map amendments regarding public health safety, and welfare, were not met and recommended that the proposal was placed on file without prejudice. A second proposal for a plat (ID 65654) and zoning map amendment (ID 66222), reflecting changes to the first proposal, was considered by the Plan Commission on July 26, 2021. The Plan Commission found the standards met and recommended approval of the preliminary plat and zoning map amendment with conditions to the Common Council. At its August 3, 2021 meeting, the Common Council did not adopt the zoning map amendment or the resolution approving the plat, siting concerns regarding the potential for excessive noise from the F-35s then planned and now stationed at Truax Field. A third proposal for a plat (ID 68696) and zoning amendment (ID 69274), identical to the second proposal, was considered by the Plan Commission on February 7, 2022. The Plan Commission found the standards met and recommended approval of the preliminary plat and zoning map amendment with conditions to the Common Council. At its February 22, 2022 meeting, the Common Council voted to again place the zoning map amendment and preliminary plat on file without prejudice.

Project Description

The applicant is requesting approval of a final plat for the first addition to the Raemisch Farm Development plat. The preliminary plat includes 76 lots zoned TR-C3, two lots zoned TR-V2, four lots zoned TR-U1, and two lots zoned CC-T. The preliminary plat also includes a lot for urban agriculture, and three outlots for a public park, private park, and stormwater management. A previously approved final plat that entailed the easternmost 20.8 acres of the former Raemisch farm was identified an intended Phase 1 during the consideration of the preliminary plat. The final plat under consideration is the first addition,and includes the balance of the unplatted lands.

Lots 27 (1.67 acres) and 28 (2.21 acres) are located on the block bounded by Whitman Lane, unnamed "Street A," Prairieview Drive, and Sunfield Street. These lots are zoned TR-V2 (Traditional Residential – Varied 2) and intended for rowhouses or other multifamily residential development. Outlot 2 (1.55 acres) is located in the center of the block bounded by Whitman Lane, Lake View Avenue, Eliot Lane, and Sunfield Street, with access to Eliot Lane. The outlot is zoned CN (Conservancy district) and intended for use as a private open space. The southwest quarter of the area included in the preliminary plat is set aside for open space. Lot 76 (10.2 acres) has retained Agriculture zoning and is set aside for the existing wetland and space for urban agriculture. Outlot 3 (3.54 acres), adjacent to Lake View Elementary School, is zoned CN (Conservancy district) and will be dedicated to the Parks Division and utilized to preserve the adjacent school forest. All other lots (lots 6-26, 30-75, and 77-85) are zoned TR-C3 (Traditional Residential – Consistent 3 district) and intended for lower-intensity residential development.

The applicant indicates that construction for this second phase of the Raemisch Farm Development is scheduled for fall 2026 through fall 2028.

Analysis

The applicant is requesting final plat approval for 42.8 acres of land as the first addition to the Raemisch Farm Development subdivision. The subject property is one of the larger and more significant undeveloped parcels in this area, is surrounded by developed land on three sides, including the elementary school future residents would attend, and can be accommodated into the network of urban services such as water, sewer, and multi-modal streets subject to the recommended conditions of approval. The consistency of the subdivision with the Comprehensive Plan and any adopted neighborhood or sub-area plans, its conformance to the approved preliminary plat, and the adequacy of public services to serve the development are the principal considerations when recommending approval of the final plat to the Common Council. The zoning for the site has already been approved and is not before the Plan Commission and Common Council for review and approval at this time.

Conformance with Adopted Plans

The Comprehensive Plan (2023) recommends Low Residential (LR), Low-Medium Residential (LMR), and Parks and Open Space (P) for various portions of the subject site. Low Residential areas, which entail the bulk of the site, are predominantly made up of single-family and two-unit structures, but may include three- and four-unit residences and rowhouses in certain situations. Buildings in LR areas are generally no taller than two stories and residential densities are 15 or fewer dwelling units per acre. Low-Medium Residential, which includes a wider mix of housing types, including all those listed in LR, generally allows buildings up to three stories in height with residential densities up to 30 dwelling units per acre. The low-lying area at the southwest corner of the site is recommended for Parks and Open Space. The remainder of the preliminary plat that was included in the first phase final plat are designated for Medium Residential, Neighborhood Mixed Use, and Parks and Open Space.

The subject site is also located within the boundaries of the Northport-Warner Park-Sherman Neighborhood Plan (2009). The Neighborhood Plan identifies the Raemisch property as a potential redevelopment area and provides two concept design plans for the site. The plan notes that the designs are intended to convey important ideas and design principles, but are only two of many potential design solutions. Conceptual designs for the property included a mix of detached houses on various lot sizes, co-housing, townhouses, live-work units, small and large multi-family housing, mixed-use development, urban agriculture, and parkland. The major planning and design goals outlined in the plan are flexibility in developing the site to achieve a denser, more urban neighborhood; a diversity of buildings and uses; sustainable neighborhood design; creating new street and path connections with the surrounding community; and preservation of open space.

Subdivision Standards

The State's subdivision statute, Wis. Stats. 236 requires that the final plat conforms substantially to the preliminary plat as approved, including any conditions of that approval, and to local plans and ordinances adopted as authorized by law.

Staff believes that the standards for subdivision approval are met with the proposed final plat and that the final plat is in conformance with the approved preliminary plat. All of the proposed lots will meet the minimum lot width and area requirements in their respective zoning districts, and staff believes that the proposal is consistent with the recommendations for the site in both the Comprehensive Plan and the Northport-Warner Park-Sherman Neighborhood Plan.

Public Input

At time of report publication, staff have not received any written public comments. If written public comment is received it will be posted to the legislative file for this request.

Conclusion

The applicant is requesting approval of a final plat for the first addition to the Raemisch Farm Development subdivision. Planning Division staff has carefully reviewed the proposed subdivision and believes that, with the recommended conditions of approval, it substantially conforms to the approved preliminary plat for the Raemisch Farm Development and generally consistent with the land use and street layout recommendations for the subject site in the adopted Comprehensive Plan and Northport-Warner Park-Sherman Neighborhood Plan.

Recommendation

Planning Division Recommendation (Contact Colin Punt, 243-0455)

The Planning Division recommends that the Plan Commission find that the final plat of *Raemisch Farm Development First Addition* substantially conforms to the approved preliminary plat and recommend **approval** to the Common Council subject to input at the public hearing and the conditions from reviewing agencies below:

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

City Engineering Division (Contact Brenda Stanley, 608-261-9127)

1. A Phase 1 Environmental Site Assessment (ESA) (per ASTM E1527-21), is required for lands dedicated to the City. Provide one (1) digital copy and staff review will determine if a Phase 2 ESA is also required. Submit report(s) to Environmental Review (environmentalreview@cityofmadison.com).

2. Confirm that minimum Intersection Sight Distance is provided where public streets intersect per AASHTO's A Policy on Geometric Design of Highways and Streets 7th Edition, Section 9.5. This condition is applicable for all public street intersections within the plat and along the plat boundary. If minimum sight distance does not exist at intersections along the plat boundary, change the location of the street intersection, or agree to make improvements to the existing roadways such that the minimum required sight distance is achieved, or make the mitigating improvements as required by the City. Applicant shall be aware of potential issues meeting Intersection Sight Distance compliance at the North Sherman Avenue and Sunfield Street intersection. This potential issue is located to the north of the intersection.

3. It is anticipated that the public sanitary sewer and storm water drainage improvements required to serve this proposed plat will require additional easements beyond the boundary of lands included in this plat over the lands to the east, currently owned by Dane County (Airport lands). The developer is required to acquire the easements as required by the City of Madison at the developer's expense. The City of Madison does not have Eminent Domain powers to acquire easement rights over lands owned by Dane County. Therefore all easements required are subject to Dane County approval. The Developer is advised to begin contact and negotiations with Dane County as soon as possible if not already begun.

4. The City has limited sanitary sewer capacity in this area of the city. Offsite sanitary sewer improvements will be required for lands draining to the east.

5. This site has complicated stormwater management requirements. The City has very limited stormwater capacity to serve this development. For discharges to the enclosed depression/wetland the SWMP shall document elevations that occur in the enclosed depression as a result of back to back 200 year events. Additionally an emergency overflow shall be provided for. For discharges to the E or W peak discharges shall be limited to the capacity of the pipes serving the site. Additionally, for discharges to the E peak volume discharged shall be limited to the existing peak discharge during the 10 year event.

6. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(7)c)

7. Construct Madison Standard street and sidewalk/multi-use path improvements for all streets within the plat. (MGO 16.23(7)(d)6)

8. Construct sidewalk and terrace on east side of North Sherman Avenue along the plat per plans approved by the City Engineer.

9. Construct improvements to North Sherman Avenue in order to facilitate ingress and egress to the plat. (MGO 16.23(7)(d)9)

10. Construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat/csm. (MGO 16.23(9)(d))

11. 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)

12. All outstanding City of Madison sanitary sewer connection charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. This property is subject to Sanitary Connection charges for the Truax West Interceptor District at a rate of $12.00/1000 sf.

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

14. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.

15. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.

16. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line: http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm.
    The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or CARPC is required for this project to proceed.

17. A portion of this plat/csm/project may come under the jurisdiction of the US Army Corp of Engineers and Wisconsin Department of Natural Resources for wetland, flood plain, or navigable waterway issues. A permit for these items may be required prior to construction. Contact the WDNR & USACOE for a jurisdictional determination. Provide digital copy of the wetland delineation. Wetland delineations shall be <5 years old. (NOTIFICATION)

18. Submit a soil boring report that has been prepared by a Professional Engineer two weeks prior to recording the final plat to the City Engineering Division indicating the ground water table and rock conditions in the area. If the report indicates a ground water table or rock condition less than 9' below proposed street grades, a restriction shall be added to the final plat, as determined necessary by the City Engineer. (MGO 16.23(7)(d)2) and 16.23(5) (a)13)

19. Provide calculations for the 500-year storm event, as identified in Madison General Ordinance Chapter 37, as part of the plat design and stormwater management plan. The flows from this design storm event will be routed through the development and used to determine an anticipated safe top of concrete foundation elevation for future buildings in critical areas.

20. Submit proposed lot corner grades with the stormwater management plan as these two items must be reviewed together to properly determine stormwater overflow conditions. Prior to the issuance of building permits, submit a master stormwater drainage plan with final as-built lot corner grades. These grades may be modified from the originally proposed grades provided they continue to meet design tolerances. No building permits shall be issued prior to City Engineering's final approval of this plan.

21. Install a property boundary witness markers along the boundary of lands dedicated for public stormwater purposes at property corners or in locations that are mutually agreeable to the applicant and Engineering Division. These boundary markers shall consist of 25' of split rail fence proceeding in both directions from inflection points along the common property boundary with public lands.

22. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.

23. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.
    Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at https://dnr.wi.gov/topic/stormwater/publications.html
    Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

24. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at http://www.cityofmadison.com/engineering/Permits.cfm.
    The Storm Water Management Plan & Report shall include compliance with the following:
    Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.
    Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))
    Rate Control New Development: Detain the 2, 5, 10, 100, & 200 - year storm events, matching post development rates to predevelopment rates and using the design storms identified in Madison General Ordinances Chapter 37.
    Unintended detention: If the plat or subdivision has an enclosed area with provides existing storage, the existing storage will need to be accounted for in addition to meeting the requirements for detention.

Infiltration: Provide infiltration of 90% of the pre-development infiltration volume.
TSS New Development: Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.
Volume Control: Provide onsite volumetric control limiting the post construction volumetric discharge to the predevelopment discharge volume as calculated using the 10-year storm event.100-year Overflow: The applicant shall demonstrate that water can leave the site and reach the public ROW without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.
Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

25. 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).

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

26. It is anticipated that the public sanitary sewer and storm water drainage improvements required to serve this proposed plat will require additional easements beyond this plat (and the addition to the east) over the lands to the east, currently owned by Dane County (Airport lands). The developer is required to acquire the easements as required by the City of Madison at the developer's expense. The City of Madison does not have Eminent Domain powers to acquire easement rights over lands owned by Dane County. Therefore all easements required are subject to Dane County approval. The Developer is advised to begin contact and negotiations with Dane County as soon if possible if not already begun.

27. Note: The elevation / height restrictions and easement restricting improvements per Document No 784388 that formerly encumbered lands within this plat have been released by the Federal Govt. and Dane County per Document No.'s 5913796 and 6011949.

28. Grant a 30' wide Public Sanitary Sewer Easement to the City to the City of Madison over, on or near the rear of Lots 69 - 75 to provide the necessary sewer service for those lots. Coordinate the location of the sewer with City Engineering staff and center the easement on the proposed location of the pipe. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, 608-266-4097) for the final required language.

29. The easterly portion of N Sherman Ave to be dedicated by the plat shall bear the name N Sherman Ave and shall be labeled Dedicated to the Public. Also all references to North Sherman Avenue shall be revised to N. Sherman Avenue.

30. The preliminary plat notes that the east right of way of N Sherman Ave is established on the west monumented right of way of N Sherman Ave and both are not parallel to the Section Line. This shall be clearly noted and dimensions provided as well as the monumentation on the west side of N Sherman Ave shown and noted.

31. Outlot 3 was noted on the preliminary plat to be dedicated to the public for public park purposes. Confirm with City of Madison Parks if this Outlot will be accepted for Park purposes and if it is, a note shall be added to the Outlot as Dedicated to the Public for Park Purposes.

32. Coordinate and request from the utility companies serving this area the easements required to serve this development configured as are preferred by the utilities. (Front loaded utilities and easements are not typical) Those easements shall be properly shown, dimensioned and labeled on the final plat.

33. As required by Ordinance, provide private Easements or private Outlots to accommodate the current USPS required centralized delivery of mail using Cluster Box Units (CBUs). Coordinate the locations of the CBUs with the USPS Development Coordinator, City Engineering and City Traffic Engineering Staff and in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works. CBUs serving this land division will not be permitted within any publicly owned or dedicated lands.
    If the Developer is not able to determine the final locations of the CBUs prior to recording the final plat, the final placement of CBUs for each phase of development within this land division shall be determined prior to construction. The locations for each phase shall as required by Ordinance, in accordance with the Policies for Cluster Box Units as adopted by the City of Madison Board of Public Works and in compliance with United States Postal Service requirements.
    The required CBU documents shall be recorded prior to the start of construction of the public improvements serving any Lot or Outlot. In the instance of land divisions that do not require the construction of public improvements or a contract with the developer, the required approved CBU documents shall be recorded simultaneously with the final approved land division.
    Construct the CBUs in accordance with the specifications approved by the Board of Public Works.

34. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com)

35. Show, note, label and provide the coordinates for the East Quarter Corner of Section 25-8-9 that has been used to fix the location of the west line of the Southwest Quarter of Section 19-8-10.

36. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

37. Conditions of approval noted herein are not intended to be construed as a review determining full compliance with City of Madison Ordinances and State of Wisconsin Statutes. The licensed professional preparing the land division is fully responsible for full compliance with all Ordinances and Statutes regulating this proposed land division.

38. Add Utility Easements to the legend to designate the standard line type and widths.

39. It shall be confirmed prior to final sign off the ownership of the lands included within this plat. The owner per the Surveyor's Certificate does not match the title report nor the Owner's Certificates on the plat. The final plat sign off will require an updated title report with the then current owners of record matching those on the plat.

40. Revise the note WEST LINE SOUTH 1/2 - FRACTIONAL SW 1/4 - 19-8-10 to "WEST LINE - FRACTIONAL SW 1/4 - 19-8-10" on sheets 3 and 4.

41. Provide overall bearings and distances between all Section Corners as required by statute.

42. Provide "Recorded as" information along the north and south sides of the plat and where ever it is required.

43. With the first plat to be recorded prior to this plat, the lot numbering will need to be changed to make all numbering sequential as required by statute.

44. Change the City Clerk to Lydia A. McComas.

45. Label all of the adjoiners for the lots and outlots within the first plat of Raemisch Farm Development on the opposite sides of the first phase platted streets. Also provide adjoiners on the west side of N Sherman Ave. Correct the street name Parkview Drive in the adjoining Whitetail Ridge plat to Prairieview Drive.

46. Label "See Sheet x of x" on each sheet to designate the adjacent sheets for proper reference to find adjacent sheets for this plat. Or provide a sheet showing the plat sheet layout.

47. The Wetland Buffer lines shall be accurately dimensioned and the required restrictions within the buffer areas denoted within all developable lots on the final plat.

48. Correct the plat name in the Common Council Certificate.

49. The sheet headers and legal description shall remove the reference to the South 1/2 of the SW 1/4 and label the two Quarter - Quarters as required by 236.20(3)(a).

50. Submit a street name application with the required suggestions for names to Lori Zenchenko (LZenchenko@cityofmadison.com) for review and approval.

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

51. The applicant shall execute and return the attached declaration of conditions and covenants for streetlights prior to sign off.

52. The Applicant shall Dedicate an additional 7' of Right of Way along Sherman Avenue, for a total of 40' from the center line.

53. The Applicant shall dedicate Right of Way along Packers Avenue, for a total of 60' from the center line.

54. Prior to final sign-off, the applicant shall work with Traffic Engineering Electrical Section to record the necessary easements for streetlights. Typically, Traffic Engineering requires a 12' easement between lots and 6' easements on corner lots where street lights are needed.
    Easements needed between lots: 62-63, 67-68, 36-35, 41-40, 46-45, 48-49, 51-52, 17-16, 22- 23
    And on side/front of lots: 12, 11, 10, 6, 4, 2, OL 1, 30, OL 3, 19, 5

55. The applicant shall add a note to the Plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six (6) inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and

building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

56. The applicant shall add a note to the Plat stating no driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six (6) inches in width shall be constructed between all pedestrian ramps and driveway entrances. This is especially important at 'T' intersections where lot and building layout become critical; to prevent interference with the pedestrian ramp, lots intersecting or adjacent 'T' intersection may require a shared driveway and access.

Parks Division (Contact Brian Kowalski, 608-243-2848)

57. Outlot 3 as shown on this Raemisch Farm Development First Addition Final Plat dedicates 154,039 SF (+/- 3.54 acres) for parkland. After the First Addition Final Plat is recorded, credit for this parkland dedication will be provided to new residential units within the Raemisch Farm Development Plat and First Addition Plat on a first come, first served basis, or as otherwise agreed to by the Developer and the Parks Division. Once this credit is used, Park-Land Impact Fees, per MGO 16.23(6)(f) and 20.08(2) will be due for all new residential units which do not meet the park land dedication requirements and are payable no later than the time of the issuance of building permits for individual lots.

58. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25073. Visit https://www.cityofmadison.com/parks/about/impactFees.cfm for information about Park Impact Fee rates, calculations, and payment process.

59. The following note should be included on the plat: “LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED.”

60. Prior to sign off on the final plat the applicant shall execute a declaration of conditions and covenants along with an impact fee schedule for the park impact fees for this development. This document will be recorded at the Register of Deeds. The applicant shall be responsible for all recording fees.

61. The Parks Division shall be required to sign off on this Plat.

62. No farming or use of lands to be dedicated to the public for Park purposes shall be allowed unless specifically approved by the Parks Superintendent and permitted under a farm lease administered through the City of Madison Office of Real Estate Services.

63. The Developer shall provide soil borings within any lands to be dedicated as parkland.

64. The applicant shall prominently stake all boundaries and property irons for lands to be dedicated for park purposes.

65. The parkland dedication should meet the following guidelines for park development:
    a. The applicant shall provide proposed grading plans prior to approval of the area for dedicated public park lands.

b. No proposed utilities will be allowed on public park land without prior approval by the Parks Superintendent or designee.

66. Once dedicated to the public, the Developer shall not use park property for construction staging, stockpiling material, or any other purpose unless specifically approved by the Parks Superintendent.

67. The applicant shall provide existing condition survey information in AutoCAD format for all park dedication area to the Parks Division.

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

68. Any outstanding water main assessments or water main connection charges shall be paid by the Developer prior to connecting to the existing water distribution system – contact Adam Wiederhoeft of Madison Water Utility (awiederhoeft@madisonwater.org or 608-266-9121) to determine if outstanding fees exist for the subject parcels.

69. The developer shall construct the public water distribution system and services required to serve the proposed subdivision plat/CSM per MGO 16.23(9)(d)(3).

70. All public water mains and water service laterals shall be installed by a standard City subdivision contract / CityDeveloper agreement. Applicant shall contact City Engineering Division to schedule the development of plans and the agreement. See Engineering Division comments for additional information.

Parking Utility (Contact Trent Schultz, 608-246-5806)

71. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of subdivision review. As development progresses in the subdivision, residential uses with 10 or more dwelling units and other applicable uses in MGO 16.03 will be subject to TDM Plan review.

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

72. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), all parties having an interest in the property, pursuant to Wis. Stats 236.21(2)(a), shall execute the Owner's Certificate on the plat. Certificates shall be prepared with the ownership interests consistent with the most recent title report. Signatories shall provide documentation that proves legal authority to sign the Owner's Certificate.
    If any of the land within the plat boundary is under contract for sale or purchase, and said transfer will be conducted at the time of plat recording, an escrow agreement may be necessary. Please discuss closing plans with your contact in ORES in advance of CSM signoff.
    When possible, the executed original hard stock recordable plat shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the plat containing electronic signatures shall be provided to ORES to obtain approval sign-off.

73. Prior to plat approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

74. City of Madison Common Council Certificate: Revise the name of the City Clerk in the Common Council Certificate as follows:

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

75. As of January 5th, 2025, the 2024 real estate taxes are paid for the subject property.
    Under 236.21(3) Wis. Stats. and 16.23(5)(g)(1) Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to Plat recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts are to be provided on or before sign-off and checks are payable to:

    City of Madison Treasurer's Office
    210 Martin Luther King, Jr. Blvd.
    Madison, WI 53701

76. As of January 5th, 2025, there are special assessments reported for the parcels within the plat boundary. Pursuant to Madison City Ordinance Section 16.23(5)(g)1 and Wis. Stats. 236.21(3), all special assessments, including accrued interest in the case of delinquencies, shall be paid by the owner prior to plat approval sign off. Receipts for payment shall be provided to ORES in advance of plat approval sign-off.

77. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to ORES via email to Lance Vest (lvest@cityofmadison.com), as well as the surveyor preparing the plat, an updated title report covering the period between the date of the initial title report (August 14, 2025) and the date when sign-off approval is requested.
    A title commitment may be provided, but will only be considered as supplementary information to the title report update. The surveyor shall update the plat with the most recent information available in the title report update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the plat.

78. Include a note on the proposed plat referencing the reservation of mineral rights contained in Doc. No. 784388.

79. Include on the proposed plat a complete and accurate legal description of the lands that are to be included in the proposed plat. The legal description shall be reconciled with the legal description of said lands in record title.

80. Create notes that define the purpose of and the ownership of (whether public or private) all outlots. The note for an outlot dedicated to the public shall say: "Dedicated to the public for _____ purposes."

81. No farming or use of lands to be dedicated to the public for Park purposes shall be allowed unless specifically approved by the Parks Superintendent and permitted under a farm lease administered by ORES. If the lands within the plat boundary are farmed agricultural lands, the applicant shall enter into a lease with the City for those lands to be dedicated and/or conveyed to the City through plat recording. Please contact a Real Estate Specialist in ORES to discuss the potential lease terms. Said leases are authorized by Resolution File ID 29183, RES-13-00247, adopted 04-16-13.

The Planning Division, Fire Department, Metro Transit, and City Assessor have reviewed this request and have recommended no conditions of approval.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90802

File ID:	90802	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	2	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/07/2025
File Name:	CSM - 2150 Commercial Ave			**Final Action:**	

Title: SUBSTITUTE Approving a Certified Survey Map of property owned by OM Land, LLC located at 2150 Commercial Avenue (District 12).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 71.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf, Staff Comments.pdf, Staff Comments Addendum.pdf, Public Comment 12-15-25.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/10/2025	Maggie McClain	Approve	11/27/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	11/07/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Plan Commission (12/15/25), Common Council (1/13/26)						
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION		12/15/2025	Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.						

2	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Solheim, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Solheim, seconded by Ald. Glenn, the Plan Commission found the standards met and recommended approval of the Certified Survey Map subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Text of Legislative File 90802

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
SUBSTITUTE Approving a Certified Survey Map of property owned by OM Land, LLC located at 2150 Commercial Avenue (District 12).

Body
WHEREAS a Certified Survey Map of property owned by OM Land, LLC ~~The Annex Group~~ located at 2150 Commercial Avenue, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

Note: The substitute resolution reflects the named owner of the property to be divided as reflected on a revised application.

City of Madison

Certified Survey Map Referral

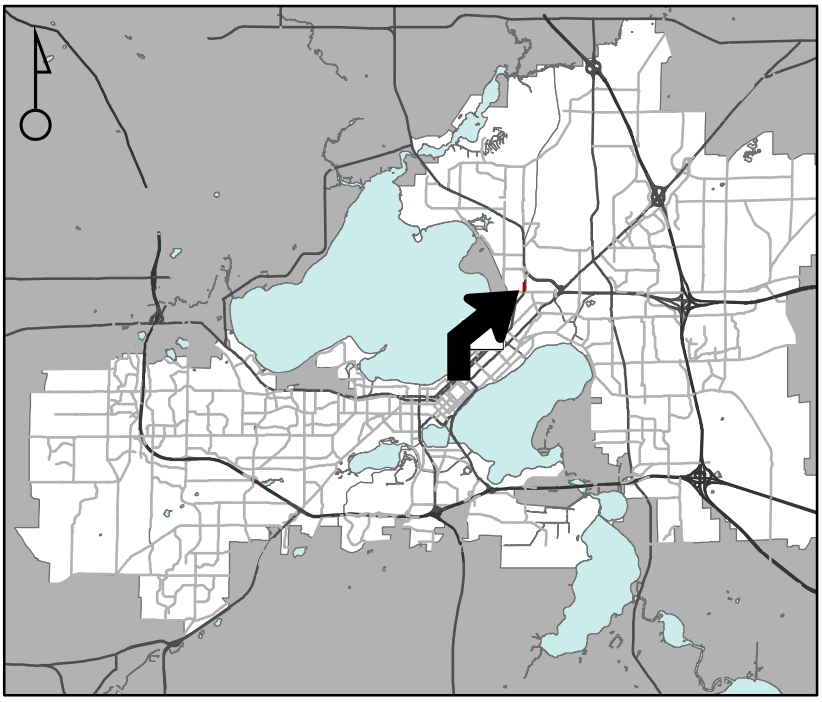
Location
2150 Commercial Avenue

Applicant
Kevin Pape, Vierbicher
Rachel Kriech, The Annex Group

Request
Create two lots in RMX zoning

Public Hearing Dates
Plan Commission
December 15, 2025

Common Council
January 13, 2026



For Questions Contact: Lisa McNabola at: 243-0554 or lmcnabola@cityofmadison.com or City Planning at 266-4635

Scale : 1" = 400'

City of Madison, Planning Division : JC : Date : 11-7-

City of Madison

2150 Commercial Avenue

Date of Aerial Photography : Spring 2[illegible]

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: OM Land, LLC Representative, if any: Rachel Kriech - The Annex Group

Street address: 8680 Edison Plaza Drive City/State/Zip: Fishers, IN 46038

Telephone: 317-775-1853 Email: rkriech@theannexgrp.com

Firm Preparing Survey: Vierbicher Contact: Kevin Pape

Street address: 525 Junction Road, Suite 7000 City/State/Zip: Madison, WI 53705

Telephone: 608-821-3955 Email: kpap@vierbicher.com

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 2150 Commercial Ave

Tax Parcel Number(s): 0810-313-0108-9

Zoning District(s) of Proposed Lots: IL RMX School District: Madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential			
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use): MIXED	2		4.248
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	1		4.248

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☒ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☒ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☒ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

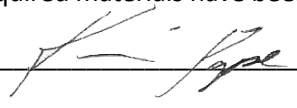
☒ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Kevin Pape Signature: 

Date: 11/03/2025 Interest In Property On This Date: Surveyor

November 3, 2025 **(revised 12-05-25)**

Ms. Jessica Vaughn
City of Madison
Department of Planning & Community & Economic Development
Madison Municipal Building
215 Martin Luther King Jr. Blvd, Suite 017
Madison, WI 53703

Re: Letter of Intent for UDC Submittal
Central at The Forge Affordable Housing
JLA Project #W24-0805

Dear Ms Vaughn,

The following is submitted together with the UDC Initial/Final Application and associated plans for review by the Urban Design Commission.

Project Organizational Structure:

Owner: The Annex Group
8680 Edison Plaza Drive
Fishers, IN 46038
317-775-1853
Contact: Rachel Kriech
rkriech@theannexgrp.com

Architect: JLA Architects & Planners
800 W. Broadway, Suite 200
Monona, WI 53713
608-210-1232
Contact: Jennifer Camp
jcamp@jla-pa.com

Project Overview:

The Annex Group is proposing a multi-family/commercial mixed-use project to be located at the corner of Packers, Commercial and Oscar Avenues where the Oscar Mayer parking lot is currently located. The project as proposed would have 241 total units with approximately 6,000 sf of retail space. The intent is to promote the use of carbon free transportation (bicycles) as much as possible as well as encourage the use of public transit. In addition, we intend on offering numerous electric car charging stations within the project with the ability to expand over time as we see demand increase. The project as proposed is a five-story building wrapped around a five-story parking garage. Specific building areas and other pertinent information are provided in the attached drawings.

Site:

The project is located at 2150 Commercial Avenue. It is located in the12th Aldermanic District within the confines of the Sherman Neighborhood. The site is currently zoned RMX, resides in the City of Madison Urban Design District # 4 and within the Oscar Mayer Special Area Plan. Multi-family and retail are permitted uses within these zoning types.

Zoning:

The project is located in the City of Madison Urban Design District #4. Lot 1 is zoned RMX and Lot 2 is zoned IL. The site is currently an existing asphalt parking lot.

How the development will address the district criteria:

- Parking will be hidden behind the main façade of the building along Packers Ave. The one exposed elevation of the parking structure along Oscar Ave will have architectural features to add interest.
- Exterior materials will be durable, low-maintenance, and visually harmonious with other buildings in the area.
- Large facades will have breaks using different materials, balconies and recesses to create visual interest.
- All facades are of importance and will be carefully designed.

- Lighting will be part of the architectural design to illuminate building facades, pedestrian walkways and parking areas.
- Landscaping will be provided for both visual appeal and practical benefits, including view framing, visual screening along roadways and between differing land uses, and architectural enhancement.

Additional key zoning requirements:

- Electric Vehicle Charging Station Requirements - Chapter 28.141(8)e
- Bike Parking Requirements - Chapter 28.141(11)
- Bird Safety Glass Requirements - Chapter 29.129
- Signage – Chapter 31

Neighborhood Input:
The project is in the Sherman Neighborhood. A neighborhood meeting was held on January 16, 2025, with positive feedback.

Preliminary Project Schedule:

June 2025:	Pre-Application UDC Meeting
August 2025:	UDC Informational Meeting
November 2025:	UDC and CSM submittals
December 2025:	UDC Meeting – Initial and Final Approval
December 2025:	Plan Commission Meeting (CSM only)
January 2026:	Common Council Meeting (CSM only)
June 2026:	Start Demo/Construction
June 2028:	Certificate of Occupancy

Thank you for your time in reviewing our proposal.

Sincerely,

Jennifer Camp, AIA
jcamp@jla-ap.com
608-210-1232

Exhibit A: Site Context

LOOKING NORTH AT THE SITE FROM THE CORNER OF OSCAR AND COMMERCIAL AVE

LOOKING SOUTH DOWN OSCAR AVE WITH THE SITE ON THE LEFT

ON PACKERS AVE LOOKING SOUTHWEST AT THE SITE AND
THE NEIGHBORING BUILDING ACROSS THE STREET

ON PACKERS AVE LOOKING NORTHWEST AT THE
NEIGHBORING BUILDING ACROSS THE STREET

LOOKING SOUTH DOWN PACKERS AVE WITH
THE SITE LOCATED ON THE RIGHT

Jennifer Camp

From: Rachel Kriech <rkriech@theannexgrp.com>
Sent: Friday, October 31, 2025 11:50 AM
To: district12@cityofmadison.com
Cc: Jennifer Camp; David Wesner
Subject: RE: Central at The Forge - Notice of Upcoming Submittals

CAUTION: External email.

Good morning Alder Mattews,

I wanted to provide a quick update to the dates previously provided. We are now anticipating the following meeting dates:

- UDC – December 3rd meeting
- Plan Commission – December 15th meeting (CSM only)January 12th meeting
- Common Council – January 13th meeting (CSM only)

Please let us know if you have any questions!

Thanks,
Rachel Kriech
Director of Development

8680 Edison Plaza Drive
Fishers, IN 46038
www.theannexgrp.com
Direct: 317-775-1853
Email: rkriech@theannexgrp.com

From: Rachel Kriech
Sent: Friday, October 24, 2025 12:46 PM
To: district12@cityofmadison.com
Cc: Jennifer Camp <jcamp@jla-ap.com>; David Wesner <David@theannexgrp.com>
Subject: Central at The Forge - Notice of Upcoming Submittals

Good morning Alder Matthews,

I wanted to send you a quick note to alert you to some upcoming submittals for our proposed development being referred to as Central at The Forge. This is located at 2150 Commercial Ave. We are proposing a mixed use, affordable housing development. We held a neighborhood meeting back on January 16, 2025. Since that time, we have been working to secure our tax credits with WHEDA and navigating some preliminary meetings with UDC. Now that our tax credits have been awarded, we are moving forward fully with our design and entitlements.

We will be submitting our Land Use Application the first week of November. We anticipate the following hearing dates associated with this development:

- UDC – December 17th meeting
- Plan Commission – January 12th meeting
- Common Council – January 27th meeting

Please let me know if you have any questions at all regarding this proposed development. We are looking forward to working with you and the rest of the City's staff to provide much needed affordable housing in the Oscar Mayer Special Area Plan.

Thanks,

Rachel Kriech
Director of Development

8680 Edison Plaza Drive
Fishers, IN 46038
www.theannexgrp.com
Direct: 317-775-1853
Email: rkriech@theannexgrp.com

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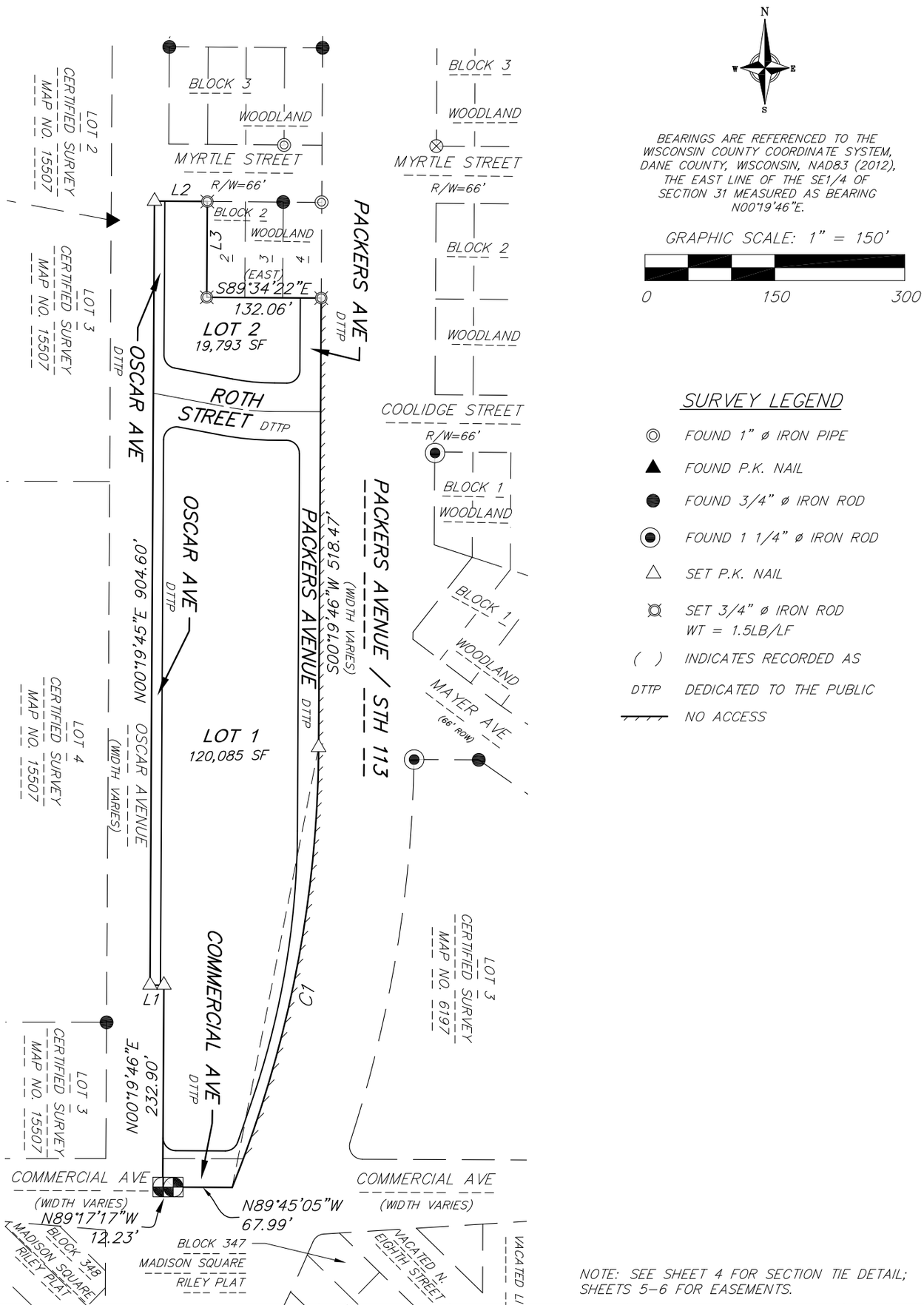
CERTIFIED SURVEY MAP No._____

LOTS 1–3, 18–19 AND PART OF LOT 17, BLOCK 1, LOT 1, LOTS 17–20, BLOCK 2, WOODLAND, RECORDED AS DOCUMENT NUMBER 472658, VACATED MAYER AVENUE, RECORDED AS DOCUMENT NUMBER 1191911, VACATED PACKERS AVENUE, RECORDED AS DOCUMENT NUMBER 1191912, AND VACATED COOLIDGE STREET, RECORDED AS DOCUMENT NUMBER 1343896, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 31, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN.



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2012), THE EAST LINE OF THE SE1/4 OF SECTION 31 MEASURED AS BEARING N00°19'46"E.

GRAPHIC SCALE: 1" = 150'

0 150 300

SURVEY LEGEND

- FOUND 1" ø IRON PIPE
- FOUND P.K. NAIL
- FOUND 3/4" ø IRON ROD
- FOUND 1 1/4" ø IRON ROD
- SET P.K. NAIL
- SET 3/4" ø IRON ROD WT = 1.5LB/LF
- ( ) INDICATES RECORDED AS
- DTTP DEDICATED TO THE PUBLIC
- NO ACCESS

NOTE: SEE SHEET 4 FOR SECTION TIE DETAIL; SHEETS 5–6 FOR EASEMENTS.

03 Nov 2025 - 9:27a M:\The Annex Group\240832 - 2150 Commercial Ave\CADD\240382_CSM.dwg by: kpap

vierbicher
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Job #.: 240382 Date: 11/03/2025 Rev: Drafted By: KPAP Checked By: JLIL	SURVEYED FOR: The Annex Group 409 Massachusetts Ave Indianapolis, IN 46204	C.S.M. No._____ Doc. No._____ Vol._____ Page_____

SHEET 1 OF 10

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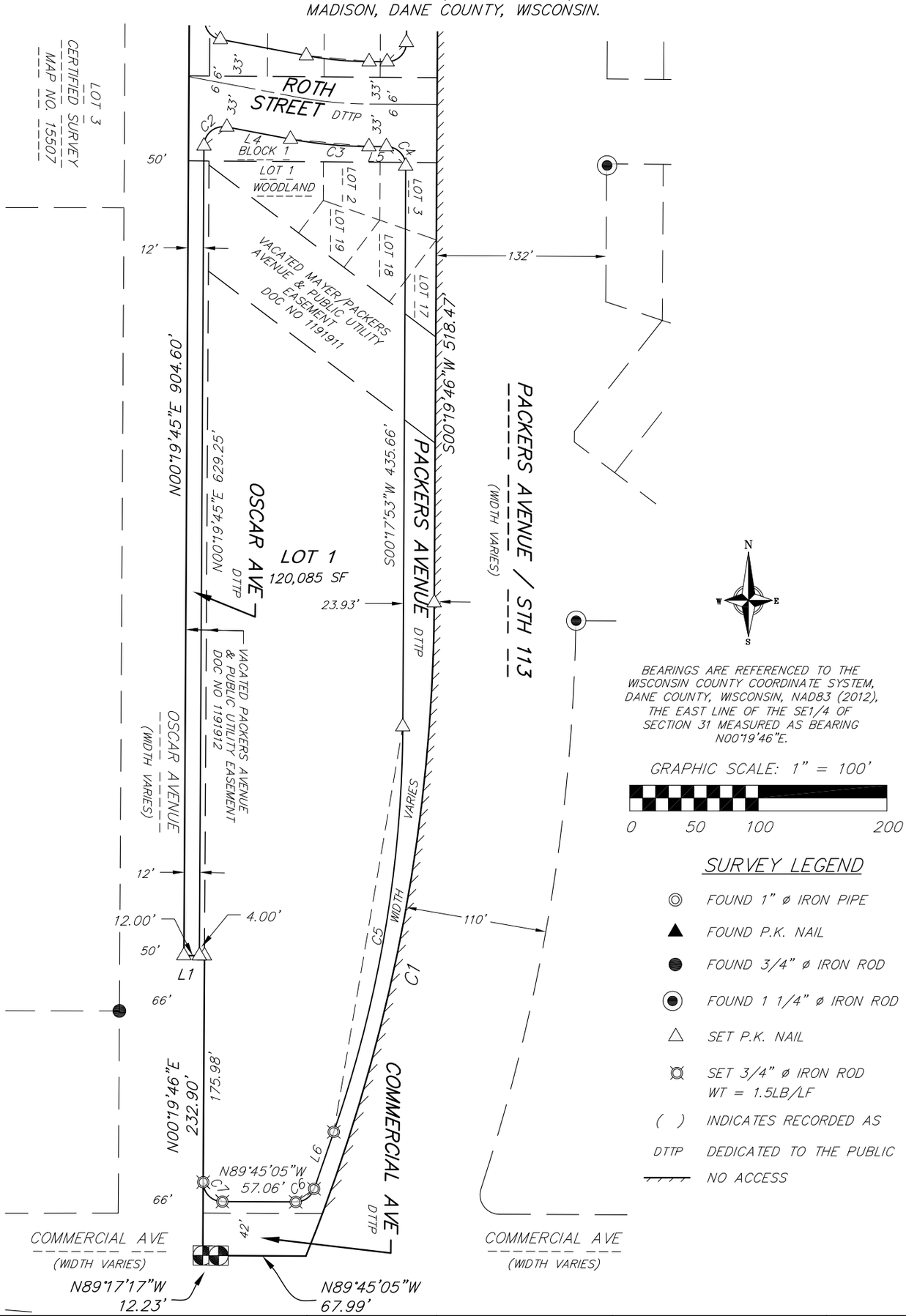

SURVEY LEGEND

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- FOUND P.K. NAIL
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- FOUND 1 1/4" ø IRON ROD
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Date: 11/03/2025	The Annex Group
Rev:	409 Massachusetts Ave
Drafted By: KPAP	Indianapolis, IN 46204
Checked By: JLIL	

C.S.M. No._____
Doc. No._____
Vol._____ Page_____

SHEET 2 OF 10

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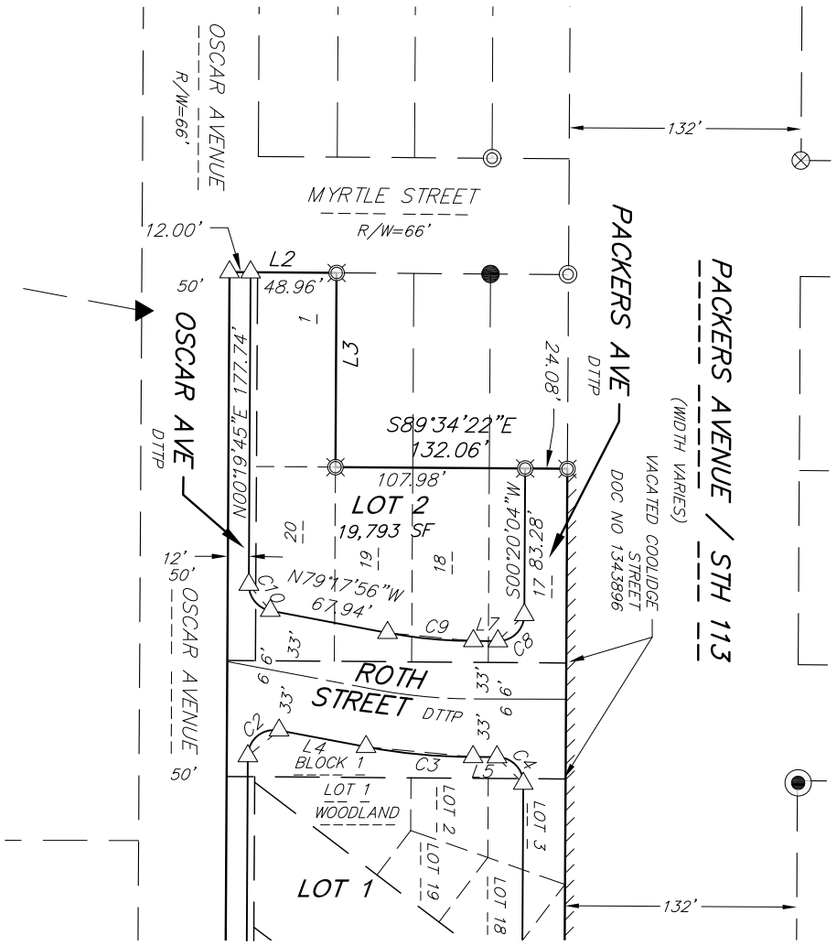

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GRAPHIC SCALE: 1" = 100'

0 50 100 200

SURVEY LEGEND

- FOUND 1" ø IRON PIPE
- FOUND P.K. NAIL
- FOUND 3/4" ø IRON ROD
- FOUND 1 1/4" ø IRON ROD
- SET P.K. NAIL
- SET 3/4" ø IRON ROD WT = 1.5LB/LF
- ( ) INDICATES RECORDED AS
- DTTP DEDICATED TO THE PUBLIC
- NO ACCESS

LINE TABLE

NUMBER	DIRECTION	LENGTH
L1	N89°40'14"W	16.00'
L2	S89°34'22"E	60.96'
	(EAST)	
L3	S00°19'46"W	110.50'
	(S00°03"W)	
L4	S79°17'56"E	50.37'
L5	S89°50'54"E	13.63'
L6	S19°02'31"W	46.81'
L7	N89°50'54"W	13.96'

CURVE DATA

NUMBER	RADIUS	CHORD BEARING	CHORD	ARC	CENTRAL ANGLE	TANGENT BEARING
C1	1382.39'	S11°06'48"W	517.32'	520.39'	21°34'078"	OUT–S21°53'53"W
C2	15.00'	N50°30'55"E	23.04'	26.28'	100°22'19"	
C3	333.00'	S84°34'25"E	61.23'	61.31'	10°32'58"	
C4	15.00'	S44°46'30"E	21.24'	23.60'	90°08'47"	
C5	981.00'	S09°40'12"W	319.50'	320.92'	18°44'38"	
C6	15.00'	S54°38'43"W	17.46'	18.64'	71°12'24"	
C7	15.00'	N44°42'40"W	21.23'	23.58'	90°04'51"	
C8	15.00'	S45°14'35"W	21.18'	23.51'	89°49'02"	
C9	267.00'	S84°34'25"E	49.09'	49.16'	10°32'58"	
C10	15.00'	N39°29'06"W	19.21'	20.85'	79°37'41"	

03 Nov 2025 - 11:03a M:\The Annex Group\240832 - 2150 Commercial Ave\CADD\240382_CSM.dwg by: kpap

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Rev:	409 Massachusetts Ave
Drafted By: KPAP	Indianapolis, IN 46204
Checked By: JLIL	

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Doc. No._____

Vol._____ Page_____

SHEET 3 OF 10

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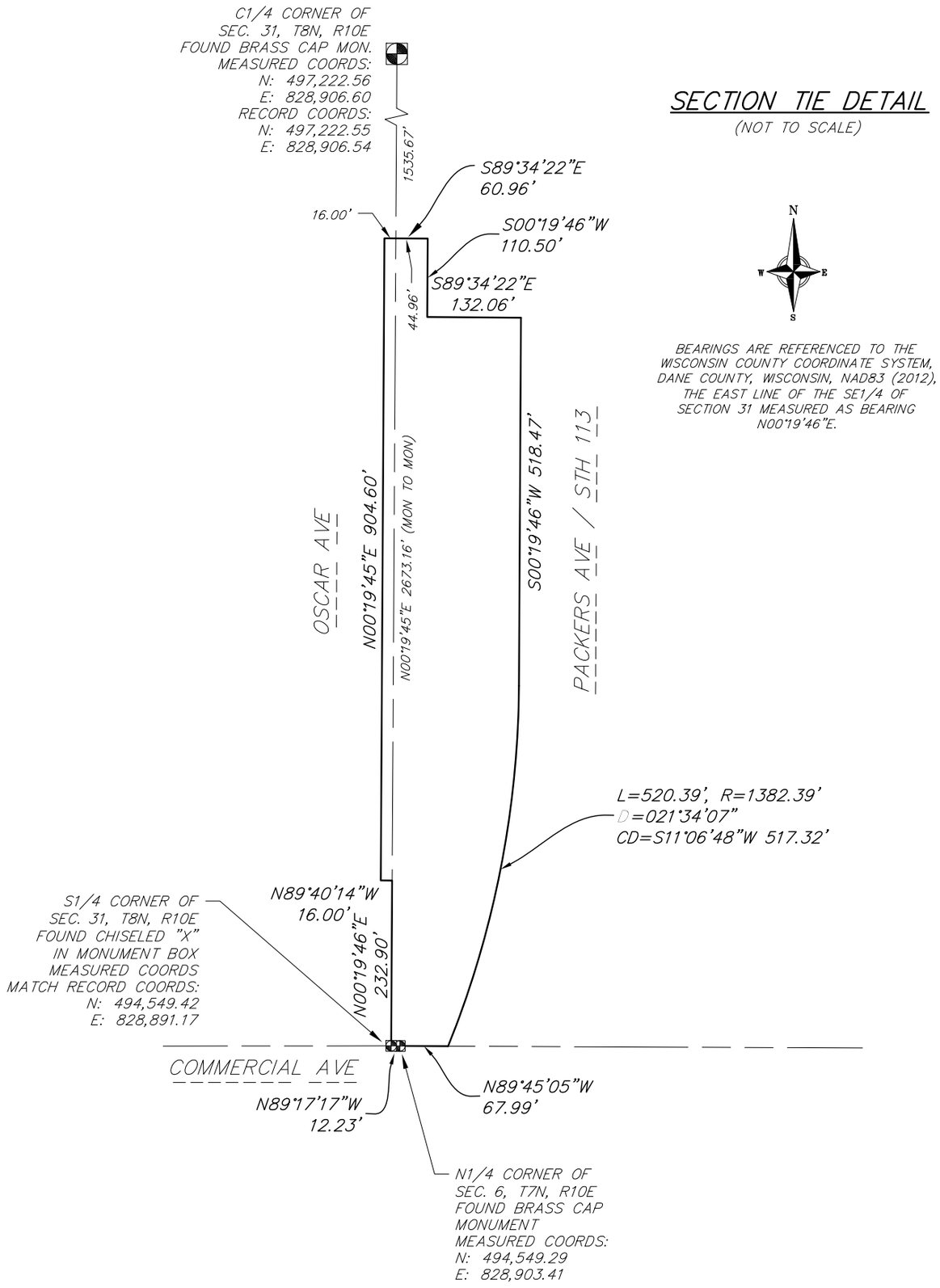

SECTION TIE DETAIL

(NOT TO SCALE)

BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2012), THE EAST LINE OF THE SE1/4 OF SECTION 31 MEASURED AS BEARING N00°19'46"E.

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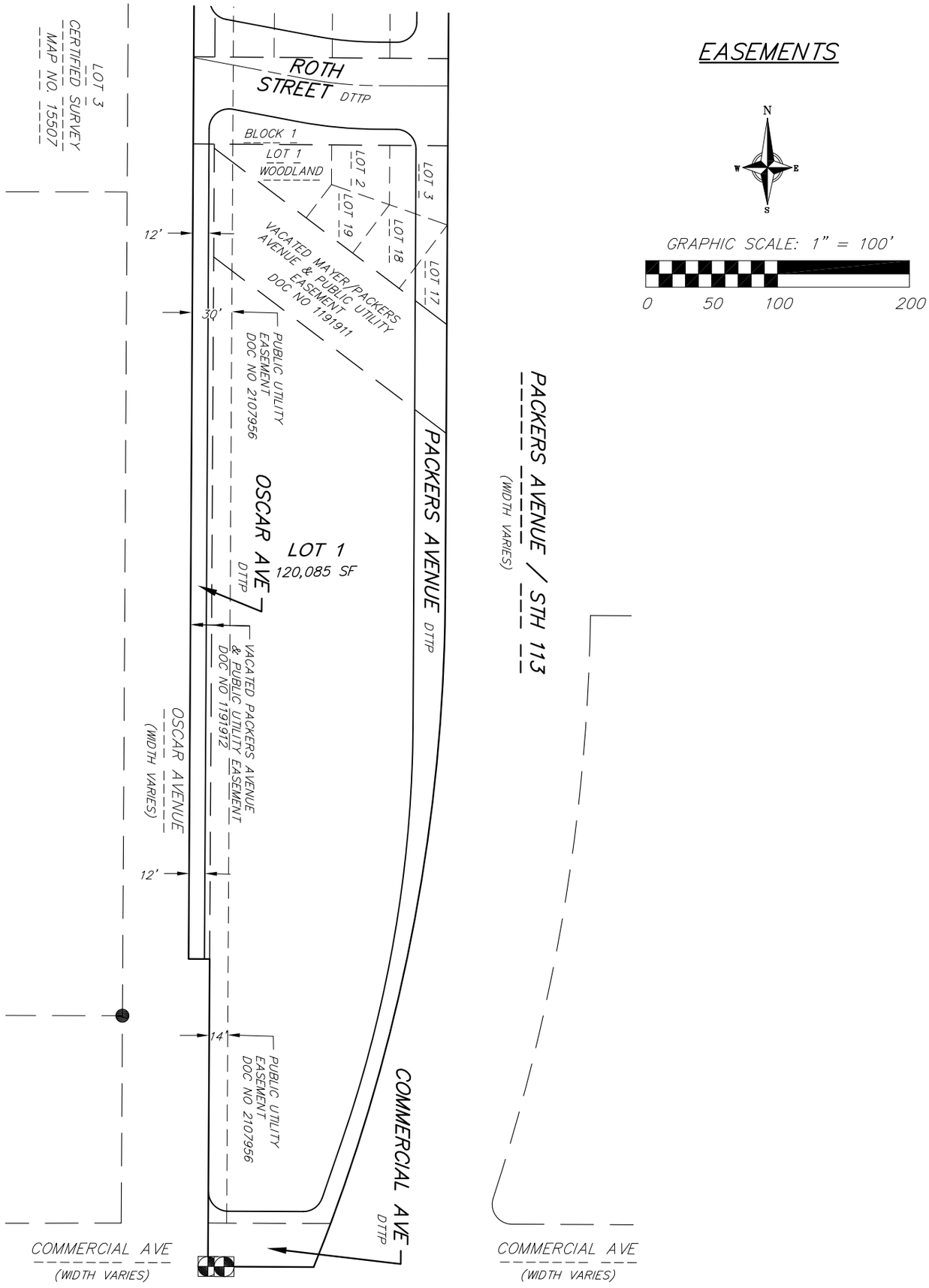

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Job #.: 240382 Date: 11/03/2025 Rev: Drafted By: KPAP Checked By: JLIL	SURVEYED FOR: The Annex Group 409 Massachusetts Ave Indianapolis, IN 46204	C.S.M. No._____ Doc. No._____ Vol._____ Page_____

SHEET 5 OF 10

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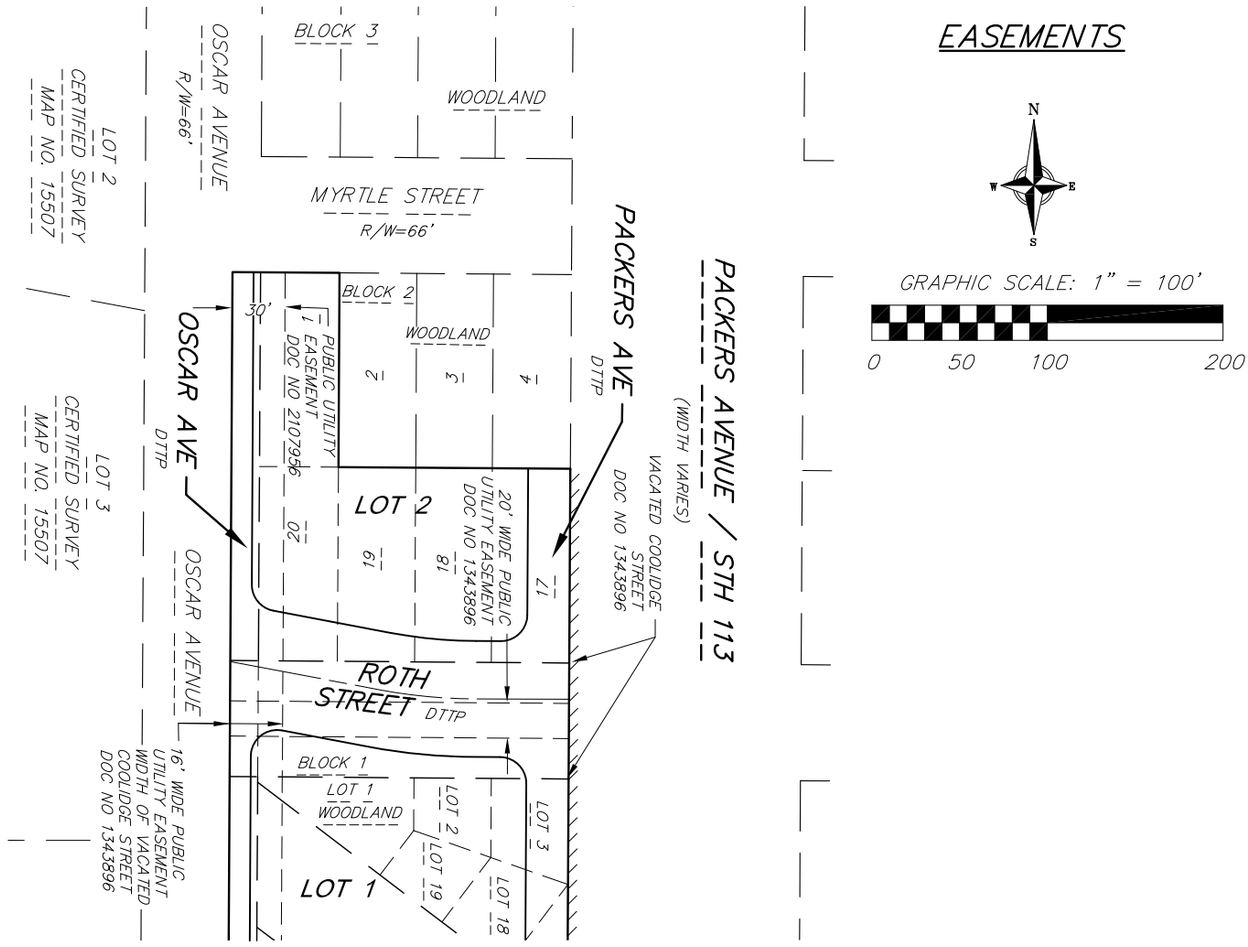

EASEMENTS

GRAPHIC SCALE: 1" = 100'

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Job #.: 240382 Date: 11/03/2025 Rev: Drafted By: KPAP Checked By: JLIL	SURVEYED FOR: The Annex Group 409 Massachusetts Ave Indianapolis, IN 46204	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 6 OF 10

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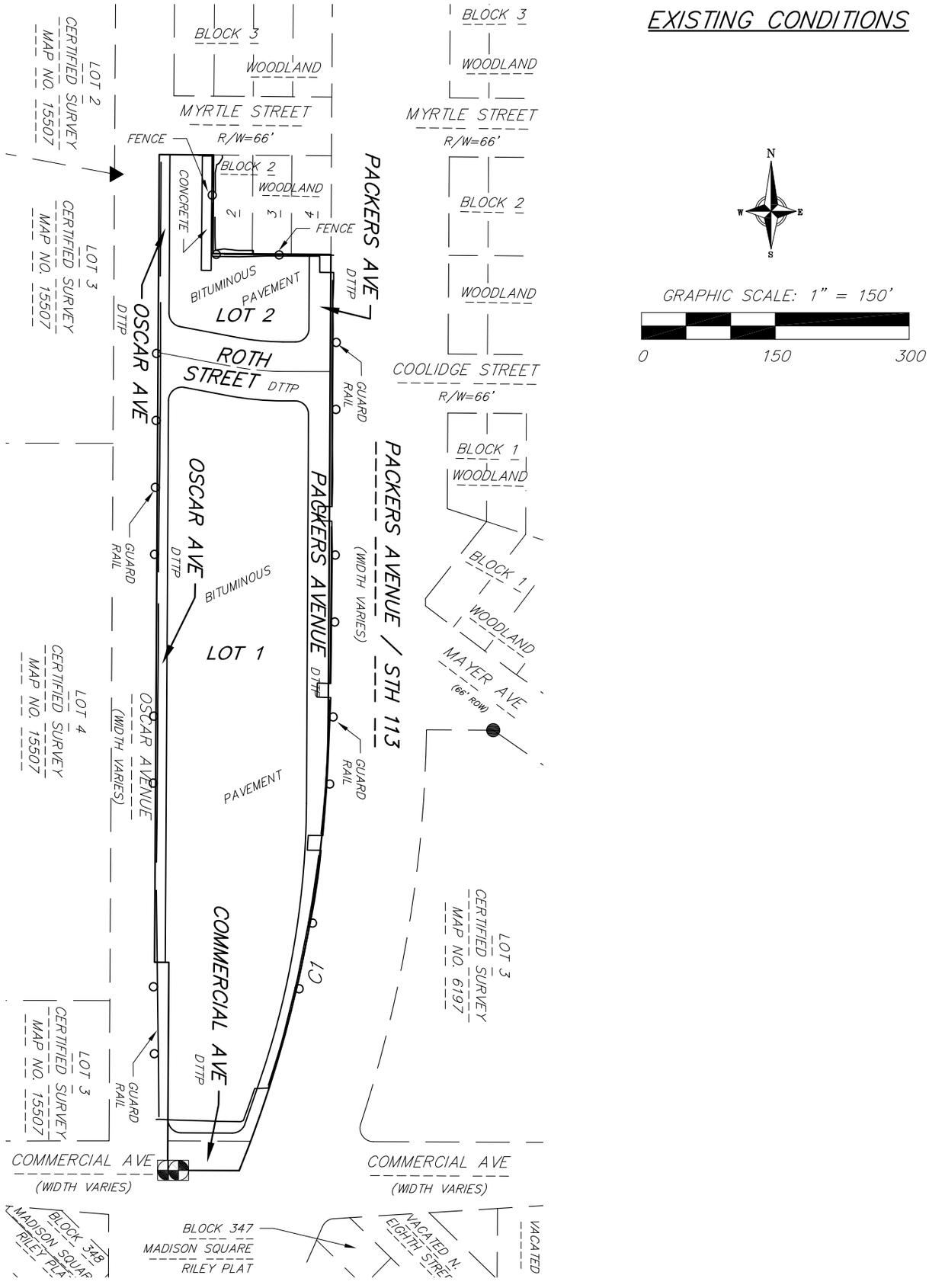
EXISTING CONDITIONS



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Job #: 240382 Date: 11/03/2025 Rev: Drafted By: KPAP Checked By: JLIL	SURVEYED FOR: The Annex Group 409 Massachusetts Ave Indianapolis, IN 46204	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 7 OF 10

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SURVEYOR'S CERTIFICATE:

I, Kevin J. Pape, Professional Land Surveyor S–2568, do hereby certify that this survey is in full compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the City of Madison, Dane County, Wisconsin, and under the direction of the Owners listed hereon, I have surveyed, divided and mapped the land described below and that said map is a correctly dimensioned representation of the exterior boundaries and division of the land surveyed.

Date: NOVEMBER 3, 2025

Signed: DRAFT
Kevin J. Pape, Professional Land Surveyor S–2568

DESCRIPTION:

Lots 1–3, 18–19 and part of Lot 17, Block 1, and Lots 17–20, Block 2, Woodland recorded in Volume 6 of Plats on Page 12, as Document Number 472658, vacated Mayer Avenue, recorded as Document Number 1191911, vacated Packers Avenue, recorded as Document Number 1191912, and vacated Coolidge Street, recorded as Document Number 1343896, and part of the SW1/4 of the SE1/4 of Section 31, T8N, R10E, City of Madison, Dane County, Wisconsin, described as follows: Beginning at the south quarter corner of said Section 31; thence N00°19'45"E, 232.90 feet along the east right of way line of Oscar Avenue; thence N89°40'14"W, 16.00 feet; thence N00°19'45"E, 904.60 feet along said east right of way line to the northwest corner of said Lot 1, Block 2; thence S89°34'22"E, 60.96 feet along the south right of way line of Myrtle Street to the northwest corner of said Lot 2, Block 2; thence S00°19'46"W, 110.50 feet along the west line of said Lot 2, Block 2; thence S89°34'22"E, 132.06 feet along the south line of said Lots 1–3, Block 2 to a point on the westerly right of way line of Packers Avenue; thence S00°19'46"W, 518.47 feet along said westerly right of way line to a point of curve; thence southwesterly along said westerly right of way line on a curve to the right which has a radius of 1382.39 feet and a chord which bears S11°06'48"W, 517.32 feet; thence N89°45'05"W, 67.99 feet to the north quarter corner of Section 6, T7N, R10E; thence N89°17'17"W, 12.23 feet to the south quarter corner of said Section 31 and point of beginning.

Contains 185,047 square feet (4.248 acres).

03 Nov 2025 - 9:31a M:\The Annex Group\240832 - 2150 Commercial Ave\CADD\240382_CSM.dwg by: kpap

vierbicher
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Job #.: 240382 Date: 11/03/2025 Rev: Drafted By: KPAP Checked By: JLIL	SURVEYED FOR: The Annex Group 409 Massachusetts Ave Indianapolis, IN 46204	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 8 OF 10

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CERTIFIED SURVEY MAP No._____

LOTS 1–3, 18–19 AND PART OF LOT 17, BLOCK 1, LOT 1, LOTS 17–20, BLOCK 2, WOODLAND, RECORDED AS DOCUMENT NUMBER 472658, VACATED MAYER AVENUE, RECORDED AS DOCUMENT NUMBER 1191911, VACATED PACKERS AVENUE, RECORDED AS DOCUMENT NUMBER 1191912, AND VACATED COOLIDGE STREET, RECORDED AS DOCUMENT NUMBER 1343896, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 31, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

OM Land, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said company caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map hereon.

OM LAND, LLC

By: _____

_____
PRINT NAME AND TITLE

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 202___, the above named person(s) to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, State of Wisconsin

My Commission expires: _____

03 Nov 2025 - 9:31a M:\The Annex Group\240832 - 2150 Commercial Ave\CADD\240382_CSM.dwg by: kpap

vierbicher
planners | engineers | advisors

Job #.: 240382 Date: 11/03/2025 Rev: Drafted By: KPAP Checked By: JLIL	SURVEYED FOR: The Annex Group 409 Massachusetts Ave Indianapolis, IN 46204	C.S.M. No._____ Doc. No._____ Vol._____ Page_____	SHEET 9 OF 10

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CERTIFIED SURVEY MAP No._____

LOTS 1–3, 18–19 AND PART OF LOT 17, BLOCK 1, LOT 1, LOTS 17–20, BLOCK 2, WOODLAND, RECORDED AS DOCUMENT NUMBER 472658, VACATED MAYER AVENUE, RECORDED AS DOCUMENT NUMBER 1191911, VACATED PACKERS AVENUE, RECORDED AS DOCUMENT NUMBER 1191912, AND VACATED COOLIDGE STREET, RECORDED AS DOCUMENT NUMBER 1343896, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 31, T8N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

MADISON PLAN COMMISSION CERTIFICATE:

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

By:_____ Date:_____

Matthew Wachter, Secretary
City of Madison Plan Commission

CITY OF MADISON COMMON COUNCIL RESOLUTION:

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

Dated this _____ day of _____, 202___.

_____

Lydia A. McComas, City Clerk, City of Madison

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 202___, at o'clock _____.m. and recorded in Volume _____ of Certified Survey Maps on pages _____, as Doc. No. _____.

_____

Kristi Chlebowski,
Dane County Register of Deeds

03 Nov 2025 - 9:31a M:\The Annex Group\240832 - 2150 Commercial Ave\CADD\240382_CSM.dwg by: kpap

vierbicher
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PLANNING DIVISION STAFF REPORT

December 15, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address: **2150 Commercial Avenue** (District 12, Alder Matthews)

Application Type: Certified Survey Map

Legistar File ID #: 90802

Prepared By: Lisa McNabola, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Owner: OM Land, LLC; 21 Locust Avenue, Suite 1, Mill Valley, California, 94941

Applicant: Rachel Kriech; The Annex Group; 8680 Edison Plaza Drive, Fisher, Indiana, 46038

Contact: Kevin Pape; Vierbicher; 525 Junction Road, Suite 7000, Madison, WI 53705

Requested Action: Approval of a Certified Survey Map (CSM) of property owned by OM Land, LLC located at 2150 Commercial Avenue.

Proposal Summary: The subject parcel includes 11 platted lots and lands that are in metes and bounds. The site is currently an asphalt parking lot. The CSM as proposed would divide the parcel into two lots. It would also dedicate land for an east-west public street between proposed Lot 1 and Lot 2 that connects Packers Avenue and Oscar Avenue. The applicant expects to redevelop proposed Lot 1 with a mixed-use building as allowed in the RMU (Regional Mixed-Use) District. Proposed Lot 2 does not meet the minimum lot size requirement in the Industrial-Limited (IL) District. Proposed Lot 2 will need to be made into an outlot, as noted in the recommended conditions of approval at the end of the report. In the future the outlot could be rezoned and re-platted into a lot.

Applicable Regulations & Standards: The subdivision process is outlined in Section 16.23(4) of the Subdivision Regulations. The Plan Commission and Common Council shall act on the land division within 90 days of the filing of the complete application, unless the time is extended by agreement with the applicant. The Secretary of the Plan Commission or her/his designee may approve, approve conditionally, or refer the CSM to the Plan Commission for its consideration (MGO Section 16.23(4)(f)). The Secretary of the Plan Commission has referred the land division to the Plan Commission.

If the proposed CSM is approved by the Plan Commission, a resolution approving the CSM and accepting the dedications will be presented to the Common Council for approval on January 13, 2026.

Review Required By: Plan Commission and Common Council

Review Schedule: The State's subdivision statute, Wis. Stats. Ch. 236, requires that action be taken on a Certified Survey Map within 90 days of submittal unless an extension is agreed to by the subdivider. If no action is taken within 90 days and no extension granted, the CSM is deemed approved. The application was accepted for review on November 3, 2025. Therefore, the 90-day review period for this CSM will end circa February 1, 2026.

Summary Recommendation: The Planning Division recommends that the Plan Commission finds the approval standards for Certified Survey Maps are met and forward the Certified Survey Map for 2150 Commercial Avenue to the Common Council with a recommendation of **approval**.

Background Information

Parcel Location: The parcel is 181,536 square feet (4.1 acres). It is bounded by Packers Avenue to the east, Commercial Avenue to the south, and Oscar Avenue to the west. It is within Alder District 12 (Alder Matthews) and the Madison Metropolitan School District.

Existing Conditions and Land Use: The site is an asphalt parking lot. The parcel has two zoning districts. Proposed Lot 1 is in the RMX (Regional Mixed-Use) District and proposed Lot 2 is in the IL (Industrial-Limited) District.

Surrounding Land Use and Zoning:
North: One-story commercial building, single family building, zoned IL (Industrial-Limited) District;

East: Across Packers Avenue, single family buildings, zoned TR-C4 (Traditional Residential – Consistent 4) District; one-story commercial building and parking lot, zoned NMX (Neighborhood Mixed-Use) District;

South: Across Commercial Avenue, Demetral Park, zoned PR (Parks and Recreation) District; Madison Area Technical College - Commercial Avenue Campus, zoned CC-T (Commercial Corridor-Transitional) District;

West: One-story commercial building, former Oscar Mayer plant that includes 9-story office building and warehouse space, zoned IL District.

Adopted Land Use Plan: The Comprehensive Plan (2024) and Oscar Mayer Special Area Plan (2020) recommend RMU (Regional Mixed-Use) and E (Employment) development for the site. The Oscar Mayer Special Area Plan recommends an east-west street connection between Packers Avenue and Oscar Avenue.

Zoning Summary: Proposed Lot 1 is zoned RMX (Regional Mixed-Use) District. Proposed Lot 2 is zoned IL (Industrial-Limited) District.

Environmental Corridor Status: The site is not within a mapped environmental corridor.

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

Project Description, Analysis, and Conclusion

Project Description

The subject parcel includes 11 platted lots and lands that are in metes and bounds. It is bounded by Packers Avenue to the east, Commercial Avenue to the south, and Oscar Avenue to the west. The site is currently an asphalt parking lot. The applicant proposes to subdivide the parcel into two lots and dedicate land for a public street.

The parcel has two zoning districts. Proposed Lot 1 is in the RMX (Regional Mixed-Use) District and proposed Lot 2 is in the IL (Industrial-Limited) District. The applicant expects to redevelop proposed Lot 1 with a mixed-use building as allowed in the RMU (Regional Mixed-Use District). Lot 1 would be 120,085 sq. ft. It would be bounded by Packers Avenue, Commercial Avenue, Oscar Avenue and the future street. Along Packers Avenue the lot is approximately 803 feet in length. Along the future street the lot is approximately 125 feet in length.

Proposed Lot 2 does not meet the minimum lot size requirement in the Industrial-Limited (IL) District. The minimum lot size requirement is 20,000 sq. ft. and the proposed lot is 19,793 sq. ft. Proposed Lot 2 will need to

be made into an outlot, as noted in the recommended conditions of approval at the end of the report. In the future the outlot could be rezoned into a district with a smaller minimum lot size and re-platted into a lot.

The CSM would dedicate land for an east-west public street between proposed Lot 1 and Lot 2 that connects Packers Avenue and Oscar Avenue. The CSM shows the new street as Roth Street, however the street will be named Coolidge Street, as noted in the recommended conditions of approval at the end of the report.

Related Requests

The property is located in Urban Design District 4. The applicant has submitted an application to the Urban Design Commission (UDC) to construct a five-story, 241-unit mixed-use residential building with 6,000 square feet of commercial space on proposed Lot 1 (Legistar ID 88916). The application was considered at the December 3, 2025 UDC meeting and referred to a future meeting date. At this time staff expect the application to be considered at the January 21, 2026 meeting.

Land Division Standards

Review Process

The subdivision process and approval standards are outlined in Section 16.23(4) of the Subdivision Regulations, with the process for land divisions and Certified Survey Maps outlined in Section 16.23(4)(f).

A CSM shall be reviewed by the Department of Planning and Community and Economic Development, and other City agencies as determined by the Director of Planning and Community and Economic Development for comment concerning matters within their jurisdiction, for conformity with the comprehensive plan and any adopted neighborhood, sub-area and transportation plans, all ordinances, administrative rules and regulations. The comments from agencies are to be submitted to the Secretary of the Plan Commission.

Following review under this subsection, the Secretary of the Plan Commission or their designee may administratively approve or approve conditionally the Certified Survey Map, or refer it to the Plan Commission for its consideration. The subdivider shall be notified in writing of any conditions of approval or the reasons for referral to the Plan Commission. If the proposed CSM is approved by the Plan Commission or its Secretary, a resolution approving the survey and accepting the dedications contained therein shall be presented to the

Common Council for approval. The Plan Commission and Common Council shall act on the land division within 90 days of the filing of the complete application, unless the time is extended by agreement with the applicant. If not acted upon within 90 days and the time extended by the applicant, the CSM is deemed approved and is entitled to recording

In this case, the Secretary of the Plan Commission has referred consideration of the proposed land division to the Plan Commission as allowed by Section 16.23(4)(f)6.

Approval Standards

Consistent with the standards and criteria in the Subdivision Regulations, the size, shape and orientation of the proposed lots are appropriate for the location and for the type of development and use contemplated, and staff has no information to suggest that the resulting lots will not be aesthetically pleasing building sites or a proper architectural setting for the building proposed on Lot 1.

Proposed Lot 1 appears to conform to the minimum requirements in the Zoning Code. There is no minimum lot size requirement or minimum lot width in the RMX District. Proposed Lot 2 does not meet the minimum lot size requirement in the Industrial-Limited (IL) District. The minimum lot size requirement is 20,000 sq. ft. and the proposed lot is 19,793 sq. ft. Proposed Lot 2 will need to be made into an outlot, as noted in the recommended conditions of approval at the end of the report. In the future the outlot could be rezoned and re-platted into a lot. With the exception of Lot 2, the CSM appears to meet the lot design requirements in the Subdivision Regulations.

The CSM appears to meet the block design requirements in the Subdivision Regulations. The lengths, widths and shapes of blocks shall be suited to the planned use of the land, zoning requirements, need for convenient access, pedestrian safety, control and safety of street traffic, and the limitations and opportunities of topography. While there is not a minimum block length requirement included in the subdivision ordinance, block lengths shall not, as a general rule, exceed five hundred (500) feet in length between street lines unless required by exceptional topography or other limiting factors when approved by the Plan Commission. Overall, the development pattern in a plat or CSM should follow the development pattern recommended by a neighborhood or sub-area plan. Although the proposed CSM would create a block that exceeds 500 feet, staff believe the Oscar Mayer Special Area Plan supports the development pattern shown on the CSM. The Plan recommends that the site be divided by an east-west street at the northern edge of the property, which the CSM would dedicate as shown in the Plan.

The CSM appears to meet the street design requirements in the Subdivision Regulations. Per the recommended conditions of approval, the applicant shall dedicate additional right of way:

- The applicant shall dedicate sixteen (16) feet of right of way along their frontage of Oscar Avenue for a total Right of Way width of 66'.
- The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum ten (10)-foot wide path, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Commercial Avenue.
- The applicant shall confirm with Traffic Engineering and Engineering that sufficient Right of Way has been dedicated with this Certified Survey Map along their Packers Avenue frontage to allow the future Packers/Coolidge intersection prior to sign-off.

The Official Map is a planning tool enabled by Wisconsin Statutes Section 62.23(6), which allows a municipality to map and reserve land for future streets. When a property owner seeks to divide or combine property within or including an area reserved on the Official Map, the area must be dedicated to the public (MGO Section. 16.23(3)(a)2.) The Official Map shows an east-west public street over the property. The CSM dedicates land for the public street. The CSM shows the new street as Roth Street, however the street will be named Coolidge Street, as noted in the recommended conditions of approval at the end of the report.

Section 16.26 of the Subdivision Regulations establishes building setback lines on certain properties in the City. Section 16.26(f) states, “The setback line on the east side of Packers Avenue between Commercial Avenue and the center line of Aberg Avenue projected easterly shall be 77 feet from the center line of said Packers Avenue measured at right angles thereto.” Staff note that Oscar Avenue used to be referred to as Packers Avenue prior to the construction of Packers Avenue/HWY 113 in its current location. The setback line was intended to allow for future expansion of Packers Avenue before it was relocated to the east side of the subject property. Staff believe the setback line on the subject property is no longer required. The Subdivision Regulations will need to be amended to remove the setback line along the subject property before the CSM is signed by the City, as noted in the recommended conditions of approval. If the ordinance amendment is not approved then the setback line shall be shown on the CSM.

Staff has received no conditions of approval from reviewing City agencies that would suggest that the land division cannot be approved.

In conclusion, staff believe that the applicable standards for land divisions can be found met, subject to the recommended conditions of approval.

Recommendation

Planning Division Recommendation (Contact Lisa McNabola, 243-0554)

The Planning Division recommends that the Plan Commission finds the approval standards for Certified Survey Maps are met and forward the Certified Survey Map for 2150 Commercial Avenue to the Common Council with a recommendation of **approval**.

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

Planning Division (Contact Lisa McNabola, 243-0554)

1. Before the CSM is signed by the City, MGO Section 16.26(f) shall be amended to remove the portion of the setback line that is located on 2150 Commercial Avenue. The applicant shall provide any exhibits, legal descriptions and fees required to amend MGO Section 16.26(f). If the ordinance amendment is not approved, then the setback line shall be shown on the CSM.

Engineering Division (Contact Gretchen Aviles Pineiro, 266-4089)

2. The property is a closed Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and Redevelopment Tracking System (BRRTS) site (#02-13-580722 Oscar Mayer Former Filling Station East) and has continuing obligations. Written approval from the WDNR is required prior to disturbing the existing barrier cap or changing the land use. City Engineering will require a copy of WDNR approval prior to approving any site disturbance permits including demolition. Submit any post-WDNR-closure environmental investigation documents to City Engineering, if applicable. Any contaminated soil or water shall be handled and disposed of in accordance with all WDNR regulations at the sole cost of the developer, and in consultation with the City. The developer shall provide all records pertaining to WDNR coordination, environmental investigations, and disposal activity to Environmental Review (environmentalreview@cityofmadison.com).

3. The applicant is required to provide new public storm and sanitary sewer easements across the site as part of any redevelopment. Additionally, as the site is a known contamination site, any new/relocated sewer crossings through the site shall require the approval of the WDNR in regards to how the construction is completed and what the materials are used for the new utilities.

4. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(7)c)

5. Construct sidewalk and terrace along Coolidge Street and Oscar Avenue adjacent to Lot 1 per plans approved by the City Engineer.

6. Construct multi-use path and terrace along Packers Avenue and Commercial Avenue adjacent to Lot 1 per plans approved by the City Engineer.

7. 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)

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

Traffic Engineering (Contact Sean Malloy, 266-5987)

9. The applicant shall rename "Roth Street" to "Coolidge Street" on the Certified Survey Map.

10. The applicant shall dedicate sixteen (16) feet of right of way along their frontage of Oscar Avenue for a total Right of Way width of 66'. regards to how the construction is completed and what the materials are used for the new utilities.

11. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum ten (10)-foot wide path, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Commercial Avenue.

12. The applicant shall confirm with Traffic Engineering and Engineering that sufficient Right of Way has been dedicated with this Certified Survey Map along their Packers Avenue frontage to allow the future Packers/Coolidge intersection prior to sign-off.

Zoning (Contact Jacob Moskowitz, 266-4560)

13. Lot 2 as proposed does not meet the minimum lot size in the IL Zoning District. On the final CSM, lot 2 shall be changed to an outlot.

14. A site plan shall be submitted for the lot and outlot that shows the paving removed and the sites seeded and graded.

Parks Division (Contact Brian Kowalski,

15. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25091. Visit https://www.cityofmadison.com/parks/about/impactFees.cfm for information about Park Impact Fee rates, calculations, and payment process.

16. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."

17. The Parks Division shall be required to sign off on this CSM.

City Engineering Division – Mapping Section (Contact Jeffrey Quamme, 266-4097)

18. Grant a Public Sanitary Sewer and Storm sewer Easement(s) to the City on the face of this Certified Survey Map or Subdivision Plat. Grant easements as necessary to reroute and construct Sanitary and Storm Sewer connections through the site.

    Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com, 608-264-9276) for the final required language.

19. The Applicant shall Dedicate a strip of Right of Way along portions of Oscar Ave, Commercial Ave, and Packers Ave as necessary and required for proper street movements by Engineering and Traffic Engineering. Final areas of dedication are to be approved by Engineering and Traffic.

20. The Applicant shall Dedicate a 66 foot wide Right of Way for the extension of Coolidge Street per Officially Mapped Street Resolution RES-22-00478.

21. The LOI indicates that this CSM site is comprised of 3 parcels. This CSM does not include 2231 & 2235 Myrtle St.

22. There is a portion of a prior setback in the MGO along Oscar Ave which was Packers Ave at one time. Work with the planning department to remove the lands within this CSM from the area the ordnance covers. Provide any exhibits, legal descriptions and fees that may be necessary to release this setback per MGO 16.26(1)(F).

23. Show the 10' Public Service strips and Building lines as set forth on the plat of Woodland. Release any necessary portions of the public service strips which will require a City of Madison Real Estate project and required fees, legal descriptions and exhibits.

24. Release the Public Utility Easement as set forth in Document 1191911 that were retained at the time Meyer Ave was discontinued.

    Any release would require a City of Madison office of Real Estate Services to Project to be set up and any required fees legal descriptions and exhibits to be provided to facilitate the release

25. In accordance with Chapter 236, Wisconsin Statutes, the Applicant must show the type, location and width of any and all easements on a Plat or CSM. Clearly identify the difference between existing easements (cite recording data) and easements which are being conveyed by the land division. Identify the owner and/or benefiting interest of all easements. Include any and all language required to properly and legally create any easement by this land division.

Additionally label and cite the various documents that acquired the access rights along Packers Ave

26. Any portion(s) of a public easement that is intended to be released shall be released by separate document prepared by City Office of Real Estate Services. Contact Jule Smith of Engineering Mapping (jsmith4@cityofmadison.com, 608-264-9276) to coordinate the Real Estate project, and associated information and fees required. If any release is required prior to recording of the plat, acknowledgement of the release and document number shall be noted on the face of the plat.

27. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.

28. show the existing easements set forth in documents 2094325 and 2051488. Portions of these easements are located within areas that are to be dedicated to the public and will need to be released or there rights assigned to the City of Madison

29. Show the 10' wide existing easement for a sign to the City of Madison per Document No. 1230980. work with Traffic Engineering to release this easement if necessary. Any release would require a City of Madison office of Real Estate Services to Project to be set up and any required fees legal descriptions and exhibits to be provided to facilitate the release.

30. Add a note about the Platted building lines per the plat of Woodland.

    The building lines as shown and noted on this Certified Survey Map are the "building lines" as shown and denoted on the Woodland Plat. The Building Lines were not noted as a restriction on that plat as required by a public body and also the plat does not name a public body as a grantee, promise or beneficiary. Therefore the " Building Lines are not specifically enforceable by the City of Madison.

31. Show new No access restriction along the West line of Packers Ave, within the limits of the new lots outside of the lands being dedicated.

32. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of any required U.S. public land survey monument record provided to the County Surveyor’s Office, or, in instances where a public the monuments and witness ties area recovered under A-E 7.08(1g), the Surveyor shall provide to the City of Madison monument condition reports (with current tie sheet attached) for all Public Land Survey monuments, including center of sections of record, used in this survey, to Julius Smith (JSmith4@cityofmadison.com) of City Engineering, Land Information

33. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office (web address https://www.countyofdane.com/PLANDEV/records/surveyor.aspx) for current tie sheets and control data that has been provided by the City of Madison.

34. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jule Smith (jsmith4@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

35. Remove the street name Roth Street for the new dedicated street. This is an extension of Coolidge Street.

36. If any contamination is found in lands to be dedicated that is unacceptable to the City of Madison, those dedications may have to subject to areas of easement in lieu of public dedication.

37. Submit to Jule Smith, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
    i. Right-of-Way lines (public and private)
    ii. Lot lines
    iii. Lot numbers
    iv. Lot/Plat dimensions
    v. Street names
    vi. Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

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

Real Estate Office (Contact Trent Milliken, 266-5940)

38. OWNER'S CERTIFICATION

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

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

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

39. MORTGAGEE/VENDOR CERTIFICATION

    Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

40. CERTIFICATE AND CONSENT REQUIREMENTS

If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).

A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

41. TAX INCREMENTAL DISTRICT

The lands within the CSM boundary are partially located within TID 54, a Tax Incremental Financing District. Discussions with Joe Gromacki, the City of Madison's tax increment financing coordinator, may be necessary before recording the CSM if a TIF application is required. Mr. Gromacki can be reached at 608-267-8724 or jgromacki@cityofmadison.com.

If a TIF Loan has been authorized for the project, please inform ORES staff (Trent Milliken – tmilliken@cityofmadison.com).

42. REAL ESTATE TAXES

As of 12/1/25, the 2024 real estate taxes are paid for the subject property.

SPECIAL ASSESSMENTS

As of 12/1/25, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(4)(f)(3).

43. TITLE REPORT UPDATE

Pursuant to Madison City Ordinance Section 16.23(4)(c)(1), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (10/8/25) submitted with the CSM application and include all associated documents that have been recorded since the initial title report.

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

44. ADDITIONAL REQUIREMENTS

There are multiple easements and access restrictions listed in record title that are not mentioned on the face of the CSM. Depict, name, and identify by document number all existing easements cited in record title and the updated title report. If no longer relevant, please include a note about said easements.

Depict and dimension public easements for utilities and storm water drainage rights-of-way to be dedicated on the proposed CSM where necessary.

If all parties of interest agree that certain easements from prior plats or CSM's of record are no longer necessary, the release documents for said easements shall be recorded prior to CSM approval sign-off, with the recording information for the release included as a Note on the proposed CSM.

PLANNING DIVISION STAFF REPORT - ADDENDUM

December 15, 2025

PREPARED FOR THE PLAN COMMISSION and COMMON COUNCIL

Project Address: **2150 Commercial Avenue** (District 12, Alder Matthews)

Application Type: Certified Survey Map

Legistar File ID #: 90802

Prepared By: Lisa McNabola, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Reviewed By: Kevin Firchow, AICP, Principal Planner

Addendum

On December 15, 2025, the Plan Commission is considering the Certified Survey Map for 2150 Commercial Avenue. Following the publication of the December 15, 2025 Planning Division Staff Report, the Engineering Division provided additional recommended conditions of approval.

The Planning Division and Engineering Division recommend adding the following conditions of approval:

Engineering Division (Contact Gretchen Aviles Pineiro, 266-4089)

1. Prior to demolition on the site - storm and sanitary sewer shall be relocated or an agreement as to how and when this will be done as part of a Developers Agreement with the City.

2. At the time of redevelopment, this site will require a developer agreement with the City for relocation of existing storm and sanitary sewer that currently cross the site. New easements shall be dedicated as part of that and existing easements will need to be released.

3. There is an existing storm sewer box running N and S along the Western property boundary of the CSM. At the time of redevelopment, the areas above the box shall not be allowed to be utilized as a laydown area nor shall cranes be allowed to set up over the box. Should the developer desire to do either of the above - the box shall be removed and replaced in the area of interest.

No other changes to conditions/comments in the December 15, 2025 Planning Division Staff Report are recommended at this time.

From:	Dan Seibel
To:	Plan Commission Comments
Cc:	Kate Pollmann; Dan Seibel; Randy Goll
Subject:	Plan Commission 12/15/25 Agenda Item 90802
Date:	Monday, December 15, 2025 11:21:03 AM

[You don't often get email from dseibel@seibelfalkner.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Caution: This email was sent from an external source. Avoid unknown links and attachments.

I am one of the current owners of the former Oscar Mayer site. Based on the last meeting of the Urban Design Commission on 12/3/25, any action on the proposed CSM should be rejected or delayed. The OM Special Use Plan shows multiple smaller buildings on this parcel, not one large building blocking connectivity and visibility. As a result, the CSM may need to contain more lots, not the one large lot. This CSM should be rejected until the building(s) design is revised and finalized and better blended with the rest of the Oscar Mayer site. Thanks, Dan Seibel
Sent from my iPad

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90806

File ID:	90806	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	11/07/2025
File Name:	CSM - 2926 Atwood Ave, et al			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Trinova Ventures LLC located at 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue (District 15).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 72.

Sponsors: Planning Division

Effective Date:

Attachments: Locator Maps.pdf, CSM Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf, Staff Comments.pdf, Link to Cond Use File 90800, Public Comments 12-15-25

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/10/2025	Maggie McClain	Approve	11/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	11/07/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Plan Commission (12/15/25), Common Council (1/13/26)						
1	COMMON COUNCIL	11/25/2025	Refer	PLAN COMMISSION		12/15/2025	Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PLAN COMMISSION. The motion passed by voice vote/other.						

1	PLAN COMMISSION	12/15/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Glenn, seconded by Guequierre, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Ald. Glenn, seconded by Ald. Guequierre, the Plan Commission found the standards met and recommended approval of the Certified Survey Map subject to the comments and conditions contained in the Plan Commission materials. The motion to approve passed by voice vote/ other.

Text of Legislative File 90806

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by Trinova Ventures LLC located at 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue (District 15).

Body
WHEREAS a Certified Survey Map of property owned by Trinova Ventures LLC located at 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

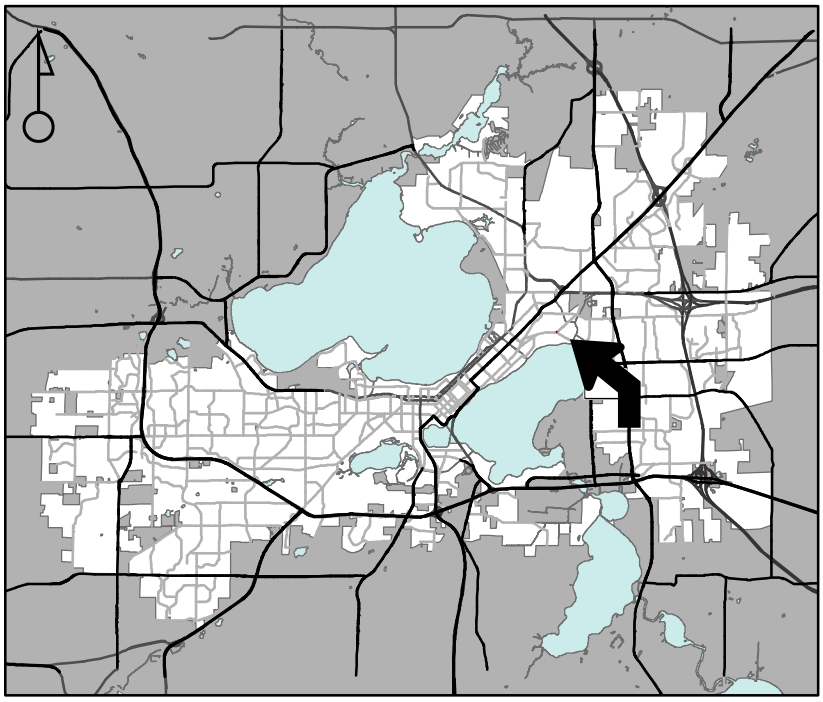
BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

City of Madison

Conditional Use & Certified Survey Map Referral



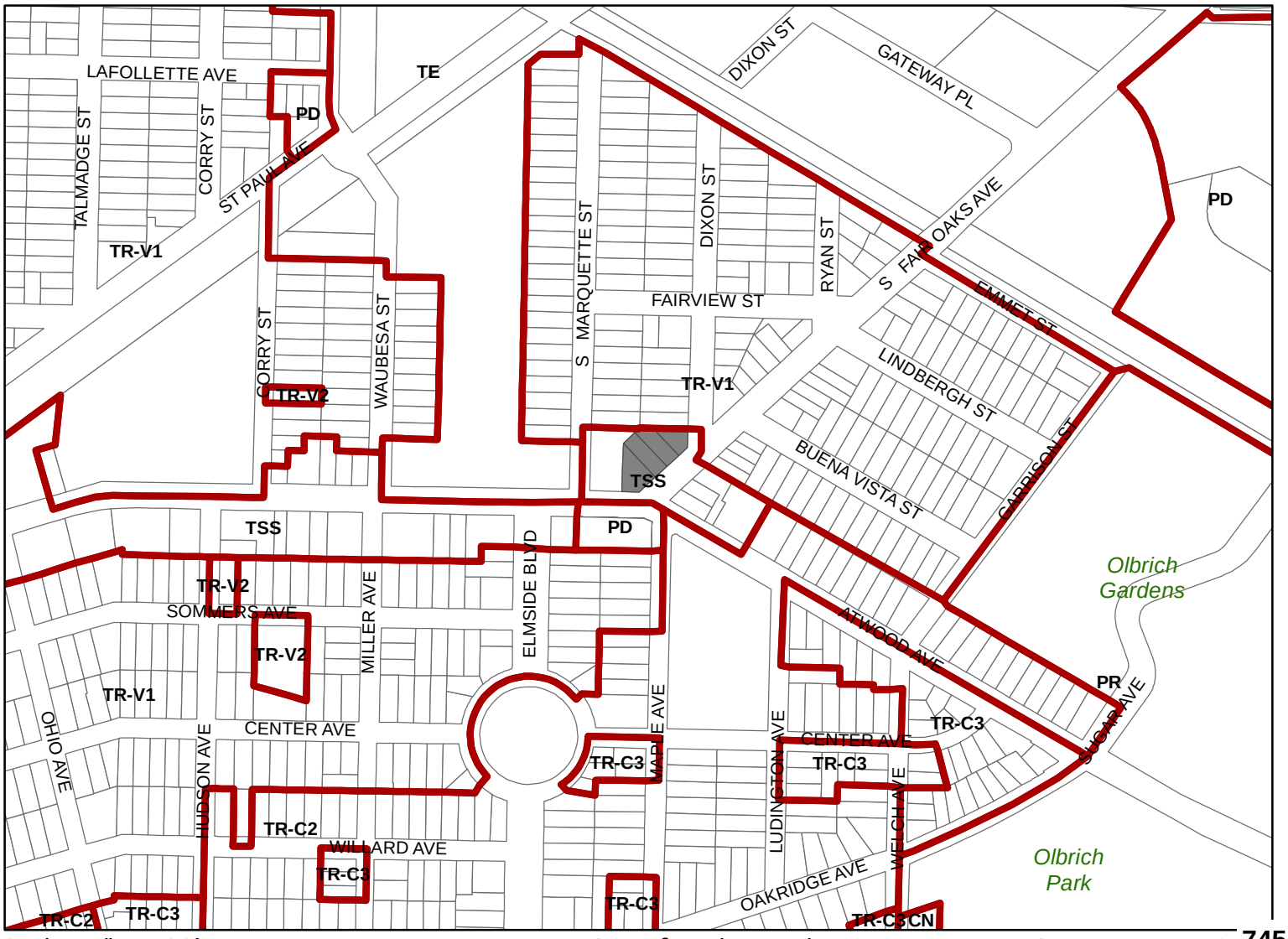
Location
2926 Atwood Avenue
232-238 S Fair Oaks Avenue

Applicant
Tim Lemkuil, TriNova Ventures, LLC
Jacob Morrison, Potter Lawson, Inc.
Wade Wyse, Wyser Engineering, Inc.

Requests
- Construct four-story mixed-use building with 3,900 square feet of retail and 33 dwelling units
- Create one lot by CSM

Public Hearing Dates
Plan Commission
December 15, 2025
Common Council
January 13, 2026 [For CSM]

For Questions Contact: Tim Parks at: 261-9632 or tparks@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : JC : Date : 11-10-

City of Madison

2926 Atwood Avenue
232-238 S Fair Oaks Avenue

Date of Aerial Photography : Spring 2022

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: TrinovaVentures LLC Representative, if any: Timothy Lemkuil

Street address: 507 Bruce St., Ste. 103 City/State/Zip: Verona, WI 53593

Telephone: _____ Email: _____

Firm Preparing Survey: Wyser Engineering, LLC Contact: Wade Wyse

Street address: 300 E. Front St. City/State/Zip: Mount Horeb, WI 53572

Telephone: 608-437-1980 Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 232 S. Fair Oaks Ave, 234 S. Fair Oaks Ave, 238 S. Fair Oaks Ave, and 2026 Atwood Ave

Tax Parcel Number(s): 251/0710-053-1315-2; 251/0710-053-1314-4; 251/0710-053-1313-6, and 251/07

Zoning District(s) of Proposed Lots: TSS, WP-08 School District: Madison Metropolitan School

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential			
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):	1	0	0.41
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	1	0	0.41

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Tim Lemkuil Signature: _____

Date: 09/08/25 Interest In Property On This Date: Owner

Potter Lawson
Success by Design

November 3, 2025

Mr. Tim Parks
Department of Planning & Community & Economic Development
City of Madison
215 Martin Luther King Jr. Boulevard
Madison, WI 53701

RE: Letter of Intent – 2926 Atwood Ave – TriNova Mixed-Use Development

Dear Mr. Parks and Members of the Plan Commission:

On behalf of TriNova Ventures, we are pleased to submit this Letter of Intent for a proposed mixed-use development located at 2926 Atwood/238 S. Fair Oaks Ave/234 S. Fair Oaks Ave/232 S. Fair Oaks Ave. in Madison, WI. This project reflects the City of Madison's goals of providing high-quality urban infill development that enhances neighborhood vitality, supports multimodal transportation, and contributes to Madison's housing supply.

Development Team

- **Developer:**
  c/o TriNova Ventures, LLC
  507 Bruce Street, Suite 103
  Verona, WI 53593
  Contact: Tim Lemkuil
  Phone: 608-333-6125
  Email: timl@aldopartners.com

- **Architect:**
  Potter Lawson, Inc.
  749 University Row, Suite 300
  Madison, WI 53705
  Contact: Jacob Morrison
  Phone: 608-274-2741
  Email: jacobm@potterlawson.com

- **Site/Civil Engineer:**
  Wyser Engineering
  300 E. Front Street
  Mt. Horeb, WI 53572
  Contact: Wade Wyse
  Phone: 608-437-1980
  Email: wade.wyse@wyserengineering.com

- **Landscape Designer:**
  Alt's Operations
  507 Bruce Street, Suite 204
  Verona, WI 53593
  Contact: Kory Alt
  Phone: 608-933-9462
  Email: kory@altsoperation.com

Existing Conditions

The subject properties on the Northwest side of the intersection of Atwood Ave and S. Fair Oaks. The properties are zoned TSS (Traditional Shopping Street) and in the Transportation overlay district. There are currently 2 buildings on the site, a 2-story mixed-use building and a 2-story apartment house. In addition, there is an existing parking lot with access to S. Fair Oaks between the two existing structures. The project site is located within an established mixed-use corridor and is well served by transit, pedestrian, and bicycle infrastructure.

Project Description

The proposed development is a 4-story, 31-unit mixed-use building with ground-floor commercial space and 18 covered parking stalls on the ground floor. There is 3,800 SF of commercial space fronting the corner of Atwood Ave and S. Fair Oaks.

The building design emphasizes an active streetscape with transparent storefronts, pedestrian-oriented entries, and high-quality exterior materials that align with the surrounding urban context found at the intersection of Atwood and South Fair Oaks.

The building is primarily a red colored brick, framing areas of aluminum plank siding and composite metal panels. The Atwood/S.Fair Oaks corner is recessed to allow for more room at the corner for pedestrians to enter the retail part of the building. The rest of the retail area facing South Fair Oaks is primarily storefront glazing. The residential entrance, set around the corner on South Fair Oaks is also set back slightly from the front of the building to allow a more generous space for entry and exit.

The enclosed surface parking at the rear of the building is black siding with vents painted to match as well, it is intended to match the rest of the building while also being less prominent.

City and Neighborhood Input

The development team met with the City of Madison Planning Staff on 8/1/25 for a pre-application meeting, and a DAT meeting on 7/10/25.

The development team contacted the City Alderperson (Dina Nina Martinez-Rutherford) on Aug. 4 and met with them in person at the site on 8/8/25. The team followed this up with a formal notification by email on 9/22/25.

The development team reached out to the SASY Neighborhood Association and presented plans to their executive committee on 9/3/25, 9/11/25, and 10/27/25. The team also provided a formal notification by email on 9/22/25.

The development team also reached out to the Atwood Winnebago Business Association. A formal notification by email was sent on 9/10/25.

Zoning/Conditional Use Approvals

All the properties proposed for land combination and development are zoned Traditional Shopping Street (**TSS**). The properties are also located within the Transit Overlay District (**TOD**).

The proposed project will require Conditional Use for a Dwelling Units in a Mixed-Use building (25-48 units). In all other aspects the project is designed to be consistent with the standards of the TSS zoning with the TOD Overlay and the recently amended changes to side yard setbacks.

Site Data

- **Lot Area:** 18,068sf
- **Dwelling Units:** 31
- **Lot Area/DU:** 583sf/DU
- **Density/Acre:** 75 DU/Acre
- **Lot Coverage:** 83.2%
- **Building Height:** 4 stories/49'-2"

- **Unit Mix:**

1 Bedrooms:	24
2 Bedrooms:	7
Total:	31

- **Vehicle Parking:**
  Ground Level (Enclosed): 18

- **Bicycle Parking:**

Residential Bike Parking:	34 (31 + 3 guest parking spots)
Retail Bike Parking:	9

Project Goals & Benefits

This project will:

- Contribute 31 new housing units to Madison's constrained housing supply.
- Activate the streetscape with ground-floor commercial uses.
- Provide integrated covered parking to reduce curb cuts and surface parking.
- Advance the City's sustainability and mobility goals by encouraging bicycle use and supporting transit access in an area that is well served by both.

Project Schedule

Pending approvals, TriNova Properties anticipates starting construction in Spring of 2026 with substantial completion in 1 year (Spring 2027).

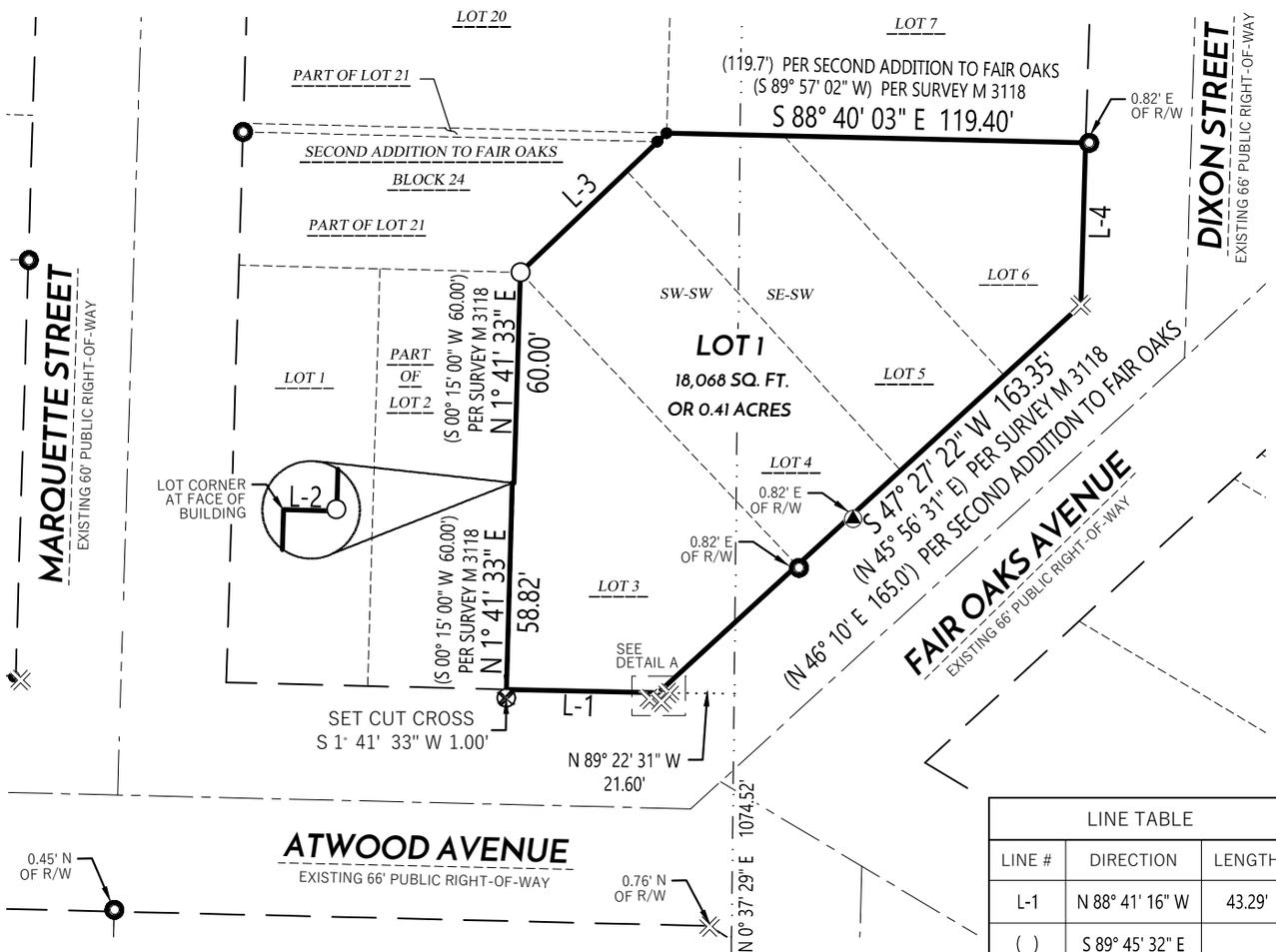
We look forward to working with City staff and the Plan Commission on the review of this project. Please feel free to contact us with any questions or if additional information is needed,

Sincerely,

Jacob Morrison, AIA, NCIDQ
Principal
Potter Lawson, Inc,

CERTIFIED SURVEY MAP NO._____

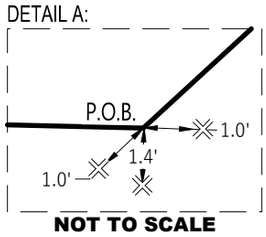
A CONSOLIDATION OF LOTS 3-6 AND PART OF LOT 2, BLOCK 24, SECOND ADDITION TO FAIR OAKS, RECORDED IN VOLUME 3, PAGE 10, AS DOCUMENT 253234, BEING LOCATED IN PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



LINE TABLE		
LINE #	DIRECTION	LENGTH
L-1	N 88° 41' 16" W	43.29'
( )	S 89° 45' 32" E	
(*)		122.7'
L-2	S 88° 18' 27" E	0.50'
( )	N 89° 45' 32" W	0.50'
L-3	N 46° 22' 46" E	57.54'
( )	S 44° 51' 16" W	57.52'
(*)		56.8'
L-4	S 01° 44' 06" W	46.24'
(*)		46.3'
(**)		46.31'

( ) PER SURVEY M3118
(*) PER SECOND ADDITION TO FAIR OAKS
(**) PER SURVEY 8540

DETAIL A:



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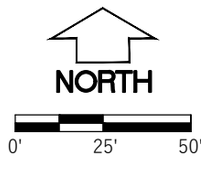

LEGEND

- SECTION CORNER FOUND / RECOVERED
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- FOUND MAG NAIL
- FOUND CUT CROSS
- SET CUT CROSS
- SET SURVEY NAIL
- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- QUARTER/QUARTER LINE
- PLATTED LINE
- ( ) RECORDED INFORMATION

NOTES:

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON FEBRUARY 28TH, MARCH 3RD AND 4TH, JUNE 19TH, 2025.
2. NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE SOUTH LINE OF SECTION 5, T7N, R10E, BEARS S 89°51' 31" W
3. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
4. SEE SHEETS 2 AND 3 OF 7 FOR FURTHER DETAILS ON EXISTING STRUCTURES AND EASEMENTS.
5. BOUNDARY FOR THIS CSM IS BASED ON FOUND IRONS AND EXISTING FOUNDATIONS AS SHOWN BY PREVIOUS SURVEY PERFORMED BY WYSER ENGINEERING, DATED JULY 15, 2025

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
POTTER LAWSON, INC
749 UNIVERSITY ROW, SUITE 300
MADISON, WI 53705

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 241313
SHEET NO: 1 of 7

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2024\241313_PLI - Birrenkott, S. Fair Oaks & Atwood, Madison\dwg\241313-CSM.dwg Layout: CSM 1 OF 7 User: shearn Plotted: Sep 08, 2025 - 10:37am

CERTIFIED SURVEY MAP NO._____

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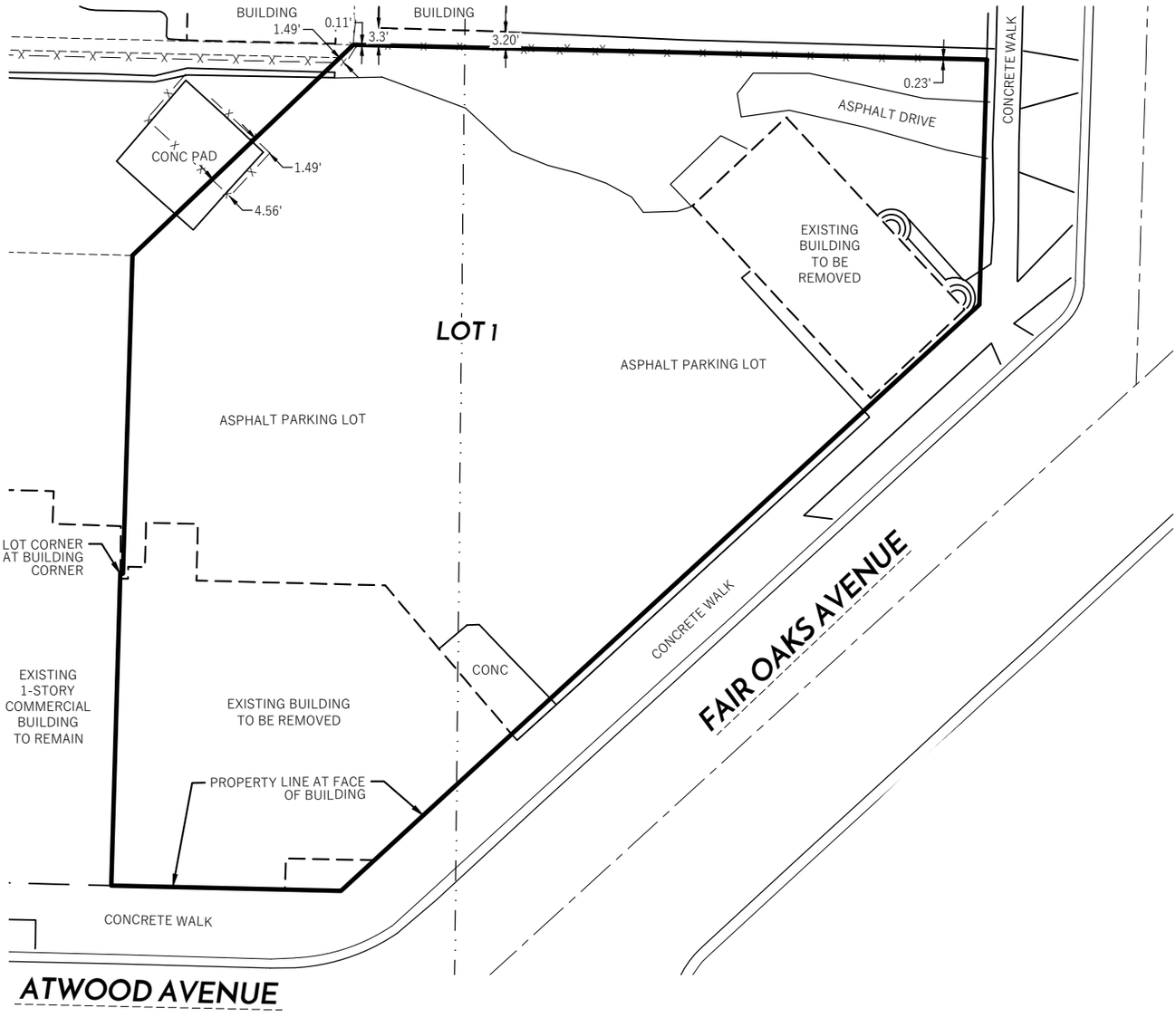

LEGEND

- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- BUILDING FOOTPRINT
- FENCE

NORTH

0' 15' 30'

NOTES:

1. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
2. SEE SHEET 1 OF 7 FOR DETAILS ON OVERALL CSM BOUNDARY.

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
POTTER LAWSON, INC
749 UNIVERSITY ROW, SUITE 300
MADISON, WI 53705

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 241313
SHEET NO: 2 of 7

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

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CERTIFIED SURVEY MAP NO._____

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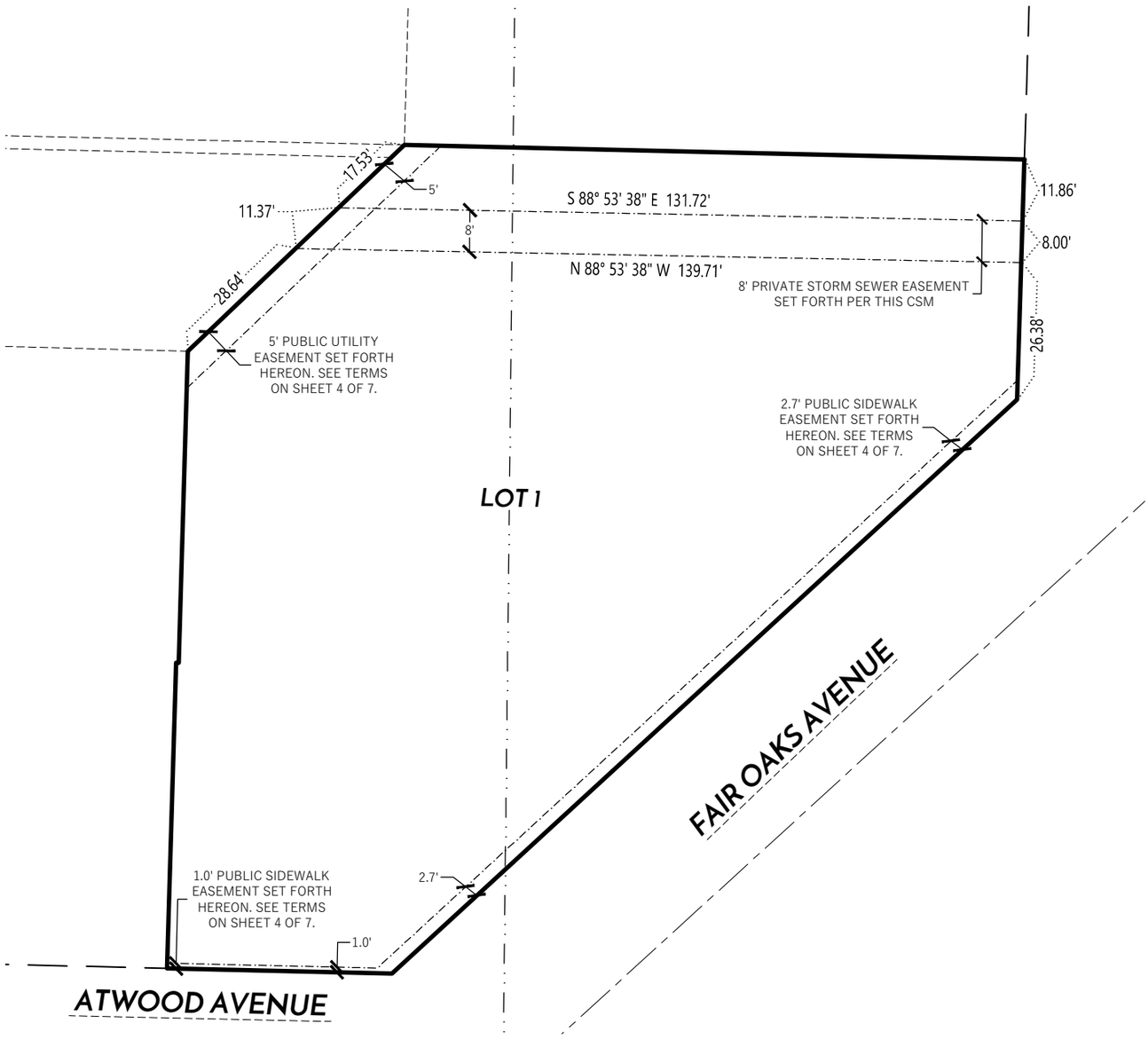

LEGEND

- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EASEMENT

NORTH

0' 15' 30'

NOTES:

1. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
2. SEE SHEET 1 OF 7 FOR DETAILS ON OVERALL CSM BOUNDARY.

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
POTTER LAWSON, INC
749 UNIVERSITY ROW, SUITE 300
MADISON, WI 53705

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 241313
SHEET NO: 3 of 7

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2024\241313_PLI - Birrenkott, S. Fair Oaks & Atwood, Madison\dwg\241313-CSM.dwg Layout: CSM 3 OF 7 User: shearn Plotted: Sep 08, 2025 - 11:48am

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PUBLIC SIDEWALK EASEMENT:

CREATION OF EASEMENT RIGHTS: A PERMANENT EASEMENT OVER, ACROSS A PORTION OF THE PROPERTY (THE "EASEMENT AREA") IS ESTABLISHED, MEMORIALIZED, RESERVED BY, GRANTED, CONVEYED, TRANSFERRED AND ASSIGNED TO THE CITY OF MADISON FOR THE USES AND PURPOSES HEREINAFTER SET FORTH. THE EASEMENT AREA MAY BE USED BY THE CITY OF MADISON FOR PUBLIC SIDEWALK PURPOSES. CITY OF MADISON AND ITS EMPLOYEES, AGENTS AND CONTRACTORS SHALL HAVE THE RIGHT TO CONSTRUCT, INSTALL, MAINTAIN, OPERATE, REPAIR, REPLACE AND RECONSTRUCT THE PUBLIC SIDEWALK WITHIN THE EASEMENT AREA. CITY OF MADISON SHALL HAVE THE FURTHER RIGHT OF INGRESS AND EGRESS TO AND FROM THE EASEMENT AREA IN ORDER TO EXERCISE ITS RIGHTS AND PRIVILEGES HEREUNDER, AND TO CUT AND REMOVE TREES, VEGETATION AND OTHER IMPEDIMENTS IN THE EASEMENT AREA WHICH MAY OBSTRUCT OR INTERFERE WITH THE ACTUAL OR POTENTIAL USE OF THE EASEMENT AREA FOR THE FOREGOING PURPOSES.

PROPERTY RESTORATION: CITY OF MADISON SHALL REPAIR ANY DAMAGE CAUSED TO ANY PAVEMENT, CONCRETE OR TURF LOCATED WITHIN THE EASEMENT AREA AND/OR THE PROPERTY AS A RESULT OF THE USE OF THE EASEMENT AREA BY OR ON BEHALF OF THE CITY OF MADISON AS PROVIDED HEREIN. FOLLOWING COMPLETION OF ANY EXCAVATION WORK, CITY OF MADISON SHALL PROMPTLY RESTORE THE AREA AFFECTED BY THE WORK TO THE ORIGINAL GRADE AND SURFACE CONDITION INCLUDING THE REPAIR OR REPLACEMENT OF PAVEMENT, CONCRETE AND TURF.

LIMITATIONS ON USE OF EASEMENT AREA: THE OWNER OF THE PROPERTY SHALL HAVE THE RIGHT TO USE THE EASEMENT AREA FOR ANY PURPOSE, PROVIDED SUCH USE SHALL NOT INTERFERE WITH THE EASEMENT RIGHTS OF THE CITY OF MADISON HEREUNDER. NO BUILDINGS OR STRUCTURES OR FENCES UNRELATED TO THE PUBLIC USE SHALL BE CONSTRUCTED IN AND NO GRADE CHANGE SHALL BE MADE TO THE EASEMENT AREA WITHOUT THE WRITTEN CONSENT OF THE CITY OF MADISON'S ENGINEERING DIVISION CITY ENGINEER.

BINDING EFFECT: THIS EASEMENT SHALL RUN WITH THE LAND DESCRIBED HEREIN AND SHALL BE BINDING UPON THE OWNERS OF THE PROPERTY, AND THEIR SUCCESSORS IN INTEREST.

RELEASE OF RIGHTS TO EASEMENTS CREATED BY PLAT: ANY RELEASE OF RIGHTS THAT WERE PLACED ON PLATTED LAND WHICH WAS REQUIRED BY A PUBLIC BODY OR WHICH NAMES A PUBLIC BODY OR PUBLIC UTILITY AS GRANTEE SHALL BE RELEASED BY RECORDING A SEPARATE EASEMENT RELEASE DOCUMENT WITH THE DANE COUNTY REGISTER OF DEEDS IN ACCORDANCE WITH SS236.293.

PUBLIC UTILITY EASEMENTS:

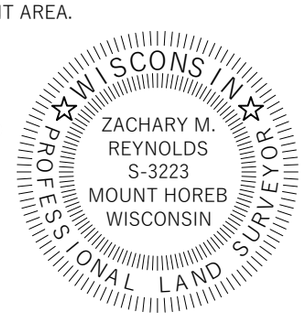
CREATION OF EASEMENT RIGHTS: A PERMANENT EASEMENT OVER, ACROSS A PORTION OF THE PROPERTY (THE "EASEMENT AREA") IS ESTABLISHED, MEMORIALIZED, RESERVED BY, GRANTED, CONVEYED, TRANSFERRED AND ASSIGNED TO THE CITY OF MADISON, AND ALL OTHER PUBLIC UTILITY COMPANIES REGISTERED TO DO BUSINESS IN THE CITY OF MADISON, FOR THE USES AND PURPOSES HEREINAFTER SET FORTH. THE EASEMENT AREA MAY BE USED BY CITY OF MADISON, AND ALL OTHER PUBLIC UTILITY COMPANIES REGISTERED TO DO BUSINESS IN THE CITY OF MADISON, FOR THE TRANSMISSION OF ELECTRICAL, GAS, TELEPHONE, CABLE, COMMUNICATION, VIDEO, AND INFORMATION SERVICES, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS ACROSS THE EASEMENT AREAS FOR THE PURPOSE OF ACCESS TO AND USE OF THESE FACILITIES. THE CITY OF MADISON, AND ALL OTHER PUBLIC UTILITY COMPANIES REGISTERED TO DO BUSINESS IN THE CITY OF MADISON, AND THEIR EMPLOYEES, AGENTS AND CONTRACTORS SHALL HAVE THE RIGHT TO CONSTRUCT, INSTALL, MAINTAIN, OPERATE, REPAIR, REPLACE AND RECONSTRUCT THE UTILITY FACILITIES WITHIN THE EASEMENT AREA. CITY OF MADISON, AND ALL OTHER PUBLIC UTILITY COMPANIES REGISTERED TO DO BUSINESS IN THE CITY OF MADISON, SHALL HAVE THE FURTHER RIGHT OF INGRESS AND EGRESS TO AND FROM THE EASEMENT AREA IN ORDER TO EXERCISE ITS RIGHTS AND PRIVILEGES HEREUNDER, AND TO CUT AND REMOVE TREES, VEGETATION AND OTHER IMPEDIMENTS IN THE EASEMENT AREA WHICH MAY OBSTRUCT OR INTERFERE WITH THE ACTUAL OR POTENTIAL USE OF THE EASEMENT AREA FOR THE FOREGOING PURPOSES.

PROPERTY RESTORATION: CITY OF MADISON OR ANY PUBLIC UTILITY COMPANY REGISTERED TO DO BUSINESS IN THE CITY OF MADISON SHALL REPAIR ANY DAMAGE CAUSED TO ANY PAVEMENT, CONCRETE OR TURF LOCATED WITHIN THE EASEMENT AREA AND/OR THE PROPERTY AS A RESULT OF THE USE OF THE EASEMENT AREA BY OR ON BEHALF OF THE CITY OF MADISON OR ANY REGISTERED PUBLIC UTILITY COMPANY AS PROVIDED HEREIN. FOLLOWING COMPLETION OF ANY EXCAVATION WORK, CITY OF MADISON OR THE REGISTERED PUBLIC UTILITY SHALL PROMPTLY RESTORE THE AREA AFFECTED BY THE WORK TO THE ORIGINAL GRADE AND SURFACE CONDITION INCLUDING THE REPAIR OR REPLACEMENT OF PAVEMENT, CONCRETE AND TURF.

LIMITATIONS ON USE OF EASEMENT AREA: THE OWNER OF THE PROPERTY SHALL HAVE THE RIGHT TO USE THE EASEMENT AREA FOR ANY PURPOSE, PROVIDED SUCH USE SHALL NOT INTERFERE WITH THE EASEMENT RIGHTS OF THE CITY OF MADISON , AND ANY OTHER PUBLIC UTILITY COMPANY REGISTERED TO DO BUSINESS IN THE CITY OF MADISON, HEREUNDER. NO BUILDINGS OR STRUCTURES OR FENCES UNRELATED TO THE PUBLIC UTILITY FACILITIES SHALL BE CONSTRUCTED IN AND NO GRADE CHANGE SHALL BE MADE TO THE EASEMENT AREA WITHOUT THE WRITTEN CONSENT OF THE CITY OF MADISON, AND THE OTHER PUBLIC UTILITY COMPANIES REGISTERED TO DO BUSINESS IN THE CITY OF MADISON, HAVING RIGHTS TO THE EASEMENT AREA.

BINDING EFFECT: THIS EASEMENT SHALL RUN WITH THE LAND DESCRIBED HEREIN AND SHALL BE BINDING UPON THE OWNERS OF THE PROPERTY, AND THEIR SUCCESSORS IN INTEREST.

RELEASE OF RIGHTS TO EASEMENTS CREATED BY PLAT: ANY RELEASE OF RIGHTS THAT WERE PLACED ON PLATTED LAND WHICH WAS REQUIRED BY A PUBLIC BODY OR WHICH NAMES A PUBLIC BODY OR PUBLIC UTILITY AS GRANTEE SHALL BE RELEASED BY RECORDING A SEPARATE EASEMENT RELEASE DOCUMENT WITH THE DANE COUNTY REGISTER OF DEEDS IN ACCORDANCE WITH SS236.293.



WYSER ENGINEERING

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www.wyserengineering.com

PREPARED FOR:
POTTER LAWSON, INC.
749 UNIVERSITY ROW, SUITE 300
MADISON, WI 53705

SURVEYED BY:	MAL
DRAWN BY:	SCH
CHECKED BY:	ZMR
APPROVED BY:	ZMR
PROJECT NO:	241313
SHEET NO:	4 of 7

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C.S.M. NO. _____

File: W:\2024\241313_PLI - Birrenkott, S. Fair Oaks & Atwood, Madison\dwg\241313-CSM.dwg Layout: CSM 4 OF 7 User: shearn Plotted: Sep 08, 2025 - 10:39am

*CERTIFIED SURVEY MAP NO.*_____

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OTHER MATTERS OF TITLE

- THIS PARCEL IS SUBJECT TO RESTRICTIONS IN AN INSTRUMENT RECORDED JUNE 1, 1904 AS DOCUMENT NO. 258492.
- THIS PARCEL IS SUBJECT TO RESTRICTIONS IN AN INSTRUMENT RECORDED MARCH 7, 1907 AS DOCUMENT NO. 278302.
- THIS PARCEL IS SUBJECT TO RESTRICTIONS IN AN INSTRUMENT RECORDED APRIL 30, 1907 AS DOCUMENT NO. 280175.

LEGAL DESCRIPTION - AS FURNISHED

PER QUIT CLAIM DEED RECORDED AS DOCUMENT NO. 6035842:

LOT SIX (6), BLOCK TWENTY-FOUR (24), SECOND ADDITION TO FAIR OAKS, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

PER WARRANTY DEED RECORDED AS DOCUMENT NO. 5971031:

LOT THREE (3) AND THE EAST SIX (6) INCHES OF THE SOUTH ONE-HALF (1/2) OF LOT TWO (2), AND LOTS FOUR (4) AND FIVE (5), BLOCK TWENTY-FOUR (24), SECOND ADDITION TO FAIR OAKS, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

LEGAL DESCRIPTION - AS SURVEYED

A CONSOLIDATION OF LOTS 3-6 AND PART OF LOT 2, BLOCK 24, SECOND ADDITION TO FAIR OAKS, RECORDED IN VOLUME 3, PAGE 10, AS DOCUMENT 253234, BEING LOCATED IN PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

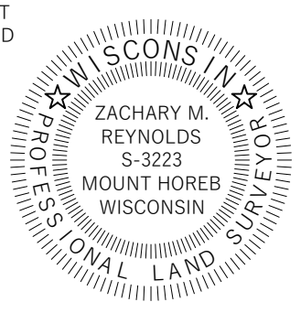
COMMENCING AT THE SOUTH QUARTER CORNER OF AFORESAID SECTION 5, TOWNSHIP 7 NORTH, RANGE 10 EAST;
THENCE, ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER, SOUTH 89 DEGREES 51 MINUTES 31 SECONDS WEST, 1314.78 FEET;
THENCE, NORTH 00 DEGREES 37 MINUTES 29 SECONDS EAST, 1074.52 FEET;
THENCE, NORTH 89 DEGREES 22 MINUTES 31 SECONDS WEST, 21.60 FEET TO INTERSECTION OF THE NORTH RIGHT-OF-WAY OF ATWOOD AVENUE AND THE NORTHWESTERLY RIGHT-OF-WAY OF FAIR OAKS AVENUE, AND THE POINT OF BEGINNING;

THENCE, ALONG SAID NORTH RIGHT-OF-WAY OF ATWOOD AVENUE AND THE SOUTH LINE OF AFORESAID BLOCK 24,
NORTH 88 DEGREES 41 MINUTES 16 SECONDS WEST, 43.29 FEET;
THENCE, NORTH 01 DEGREE 41 MINUTES 33 SECONDS EAST, 58.82 FEET;
THENCE, SOUTH 88 DEGREES 18 MINUTES 27 SECONDS EAST, 0.50 FEET TO THE WEST LINE OF AFORESAID LOT 3;
THENCE, ALONG SAID WEST LINE, NORTH 01 DEGREE 41 MINUTES 33 SECONDS EAST, 60.00 FEET TO THE NORTHERNMOST CORNER OF SAID LOT 3;
THENCE, ALONG THE NORTHWESTERLY LINES OF AFORESAID LOTS 4 AND 5, NORTH 46 DEGREES 22 MINUTES 46 SECONDS EAST, 57.54 TO THE SOUTHWEST CORNER OF LOT 7, OF AFORESAID SECOND ADDITION TO FAIR OAKS;
THENCE, ALONG THE SOUTH LINE OF SAID LOT 7, SOUTH 88 DEGREES 40 MINUTES 03 SECONDS EAST, 119.40 FEET TO THE NORTHEAST CORNER OF AFORESAID LOT 6, ALSO BEING A POINT ON THE WEST RIGHT-OF-WAY OF DIXON STREET;
THENCE, ALONG THE EAST LINE OF SAID LOT 6 AND SAID WEST RIGHT-OF-WAY, SOUTH 01 DEGREE 44 MINUTES 06 SECONDS WEST, 46.24 FEET TO A POINT ON AFORESAID NORTHWESTERLY RIGHT-OF-WAY OF FAIR OAKS AVENUE;
THENCE, ALONG SAID NORTHWESTERLY RIGHT-OF-WAY, SOUTH 47 DEGREES 27 MINUTES 22 SECONDS WEST, 163.35 FEET BACK TO THE POINT OF BEGINNING.

ABOVE DESCRIBED PARCEL CONTAINS 18,068 SQUARE FEET OR 0.41 ACRES.

SURVEYOR'S CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT BY DIRECTION OF POTTER LAWSON INC., I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE CITY OF MADISON AND DANE COUNTY, WISCONSIN.



_____ _____
ZACHARY M. REYNOLDS, S-3223 DATE
WISCONSIN PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
POTTER LAWSON, INC.
749 UNIVERSITY ROW, SUITE 300
MADISON, WI 53705

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 241313
SHEET NO: 5 of 7

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2024\241313_PLI - Birrenkott, S. Fair Oaks & Atwood, Madison\dwg\241313-CSM-sheets 5-7.dwg Layout: CSM 5 OF 7 User: zreynolds Plotted: Sep 08, 2025 - 11:48am

*CERTIFIED SURVEY MAP NO.*_____

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CONSENT OF MORTGAGEE

GREENWOODS STATE BANK, A BANKING ASSOCIATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN , MORTAGAGEE OF THE ABOVE DESCRIBED LAND, DOES HEREBY CONSENT TO THE SURVEY, DIVIDING, MAPPING AND DEDICATION OF THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP AND DOES HEREBY CONSENT TO THE OWNER'S CERTIFICATE.

BY: _____
AUTHORIZED OFFICER
GREENWOODS STATE BANK

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS_____DAY OF_____, 2025, THE ABOVE

NAMED BANKING ASSOCIATION , GREENWOODS STATE BANK AUTHORIZED OFFICER,

_____ TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES

OWNER'S CERTIFICATE

TRINOVA VENTURES, LLC, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LANDS DESCRIBED HEREON TO BE SURVEYED, DIVIDED MAPPED AND DEDICATED AS SHOWN. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S. 236.34 OF THE WISCONSIN STATE STATUES TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL.

BY: _____
MANAGING MEMBER
TRINOVA VENTURES LLC

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS_____DAY OF_____, 2025, THE ABOVE NAMED

MANAGING MEMBER FOR TRINOVA VENTURES, LLC, _____TO ME KNOWN TO

BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
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SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 241313
SHEET NO: 6 of 7

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MADISON COMMON COUNCIL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MADISON WAS HERBY APPROVED BY ENACTMENT

NUMBER _____, FILE ID NUMBER _____, ADOPTED ON THIS _____ DAY OF _____, 2025.

DATED THIS _____ DAY OF _____, 2025.

_____
LYDIA A. McCOMAS, CITY CLERK,
CITY OF MADISON

CITY OF MADISON PLAN COMMISSION CERTIFICATE

APPROVED FOR RECORDING PER THE SECRETARY OF THE
CITY OF MADISON PLAN COMMISSION.

_____ _____
NATALIE ERDMAN, DATE:
SECRETARY OF THE PLAN COMMISSION

OFFICE OF THE REGISTER OF DEEDS

_____COUNTY, WISCONSIN

RECEIVED FOR RECORD_____,

20____ AT_____O'CLOCK_____M AS

DOCUMENT # _____

IN VOL. _____ OF CERTIFIED SURVEY

MAPS ON PAGE(S) _____ .

_____
KRISTI CHLEBOWSKI, REGISTER OF DEEDS

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyseengineering.com

PREPARED FOR:
POTTER LAWSON, INC.
749 UNIVERSITY ROW, SUITE 300
MADISON, WI 53705

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 241313
SHEET NO: 7 of 7

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PLANNING DIVISION STAFF REPORT

December 15, 2025

Project Addresses:	**2926 Atwood Avenue and 232-238 S Fair Oaks Avenue**
Application Type:	Conditional Use and Certified Survey Map Referral
Legistar File ID #	90800, and 90806
Prepared By:	Timothy M. Parks, Planning Division Report includes comments from other City agencies, as noted

Summary

Applicant & Property Owner: Tim Lemkuil, TriNova Ventures, LLC; 507 Bruce Street; Verona.

Contact Person: Jacob Morrison, Potter Lawson, Inc.; 749 University Row; Madison.

Surveyor: Wade Wyse, Wyser Engineering, LLC; 300 E Front Street; Mount Horeb.

Requested Actions:

- ID 90800 – Consideration of a conditional use in the Traditional Shopping Street (TSS) District and Transit-Oriented Development (TOD) Overlay District to modify the required rear yard height transition to a residential district to allow construction of a four-story mixed-use building with approximately 3,900 square feet of commercial space and 31 dwelling units following demolition of two buildings; and
- ID 90806 – Approval of a Certified Survey Map (CSM) to create one lot for the proposed development.

Proposal Summary: The applicant is seeking approvals to construct a four-story mixed-use building containing 3,880 square feet of ground floor commercial space and 31 dwelling units at 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue following demolition of a two-story mixed-use building at 2926 Atwood and a five-unit multi-family dwelling at 232 S Fair Oaks. The underlying parcels comprising the subject site will be combined into one lot by CSM. The letter of intent indicates that construction will commence in May 2026, with completion anticipated in May 2027.

Applicable Regulations & Standards: Table D-2 in Section 28.061(1) identifies dwelling units in a mixed-use building with up to 48 dwelling units and at least fifty percent (50%) of the ground-floor frontage facing the primary street is non-residential, including all frontage at a street corner, as a permitted use in the TSS (Traditional Shopping Street) zoning district and the Transit-Oriented Development (TOD) zoning overlay. Section 28.065(3)(b) requires where a TSS district abuts a residential district at the rear or side lot line, building height at the rear or side yard setback line shall not exceed the maximum height in feet allowed in the abutting district as a permitted use. From this point, building height may increase at a ratio of one foot of rise to one foot of horizontal distance away from the property line, (a 45-degree angle) up to the maximum allowed height. Transitions exceeding this height and/or ratio limitation require conditional use approval. Section 28.183 provides the process and standards for the approval of conditional use permits. The subdivision process is outlined in Section 16.23(4)(f) of the Subdivision Regulations.

Note: At the time of submittal, it was believed that the proposed mixed-use building would not meet the rear yard height transition requirement noted in the preceding subsection. However, during the review of the land use application, it was determined that the building **will comply** with the required rear yard height transition. Therefore, no conditional use approval is required in order for the building to be built.

Review Required By: Plan Commission (for both requests) and Common Council (for the CSM).

Summary Recommendation: The Planning Division recommends the following to the Plan Commission:

Because the only conditional use that the proposed four-story mixed-use building required is no longer needed, the Plan Commission should **place on file without prejudice** the land use application for 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue; and

That the Plan Commission forward the Certified Survey Map to combine 2926 Atwood Avenue and 232-238 S Fair Oaks Avenue into one lot to the Common Council with a recommendation of **approval** subject to the conditions from reviewing agencies beginning on **page 5**.

Background Information

Parcel Location: A 18,068 square-foot (0.41-acres) parcel located at the northwesterly corner of Atwood Avenue and S Fair Oaks Avenue; Alder District 15 (Martinez-Rutherford); Madison Metropolitan School District.

Existing Conditions and Land Use: The southwestern corner of the subject site is developed with a two-story mixed-use building at 2926 Atwood Avenue containing a first floor commercial space (the former Birrenkott Appliance) and four apartments according to City records. The northeastern corner of the site is occupied by a two-story multi-family dwelling containing five units addressed as 232 S Fair Oaks Avenue. The parcels in between at 234 and 238 S Fair Oaks are developed with a surface parking lot accessed from Fair Oaks that is shared with the adjacent commercial property at 2916 Atwood Avenue. The entire site is zoned TSS (Traditional Shopping Street District).

Surrounding Land Uses and Zoning:

North: Single- and two-family residences, zoned TR-V1 (Traditional Residential–Varied 1 District);

South: Across Atwood Avenue, three-story mixed-use building (Anaala Salon, State Farm, etc., zoned PD; Lowell Elementary School, zoned TR-C2 (Traditional Residential–Consistent 2 District);

West: Laundromat and Glass Nickel Pizza, zoned TSS; and

East: Across S Fair Oaks Avenue, multi-tenant mixed-use and commercial buildings, zoned TSS; single-family residences, zoned TR-V1.

Adopted Land Use Plans: The Comprehensive Plan as amended through 2024 identifies three of the four quadrants of the Fair Oaks-Atwood intersection for Neighborhood Mixed-Use (NMU), with the exception of Lowell School, which is recommended for Special Institutional (SI). The remaining properties nearby are recommended for Low Residential (LR).

The subject site is located within the boundaries of the Schenk-Atwood-Starkweather-Worthington Park Neighborhood Plan (2000), which does not include specific land use or redevelopment recommendations for the site and surrounding properties.

Zoning Summary: The subject site is zoned TSS (Traditional Shopping Street District).

Requirements	Required	Proposed
Minimum Front Yard Setback	0’ or 5’	5.32’
Maximum Front Yard Setback	20’ per TOD Overlay	
Side Yard Setback: Street side yard	0’ or 5’	5.65’ S Fair Oaks Ave | 5.55’ Dixon St

Requirements	Required	Proposed
Side Yard Setback: Where proposed buildings or abutting buildings have window openings in side wall(s) within 6' of lot line	5'	6.16' west side yard 5.01' northwest side yard
Rear Yard	20'	20.39'
Maximum Lot Coverage	85%	83.2%
Minimum Building Height	2 stories per TOD Overlay	4 stories/ 49.2'
Maximum Building Height	4 stories/60' per TOD Overlay	
Auto Parking	None per TOD Overlay	16
Electric Vehicle (EV) Stalls	10% EV ready (2)	1 EV; 3 EV ready
Accessible Stalls	1	1
Bike Parking	1 per unit up to 2-bedrooms, half-space per add. bedroom (31); 1 guest space per 10 units (3) General retail; service business; office: 1 per 2,000 sq. ft. floor area (2) (46 total)	33 garage; 12 exterior: 45 total (See Zoning conditions)
Loading	None	0
Building Forms	Commercial Block Building	Will comply (See Zoning conditions)

Other Critical Zoning Items	
Yes:	Transit-Oriented Development Overlay, Barrier Free, Utility Easements, Wellhead Protection (WP-08)
No:	Urban Design, Waterfront Development, Wetlands, Floodplain, Adjacent to Park, Landmarks

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: The site is currently served by a full range of urban services, including Metro Transit, which operates seven-day service along Atwood Avenue (Routes C and 38) through the S Fair Oaks Avenue intersection, with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays). Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 79 Weekday and 34 Weekend. Please contact Metro Transit if additional analysis would be of interest.

Project Description

The applicant proposes to redevelop four parcels located at 2926 Atwood Avenue and 232, 234, and 238 S Fair Oaks Avenue with a four-story mixed-use building containing approximately 3,900 square feet of ground floor commercial space and 31 dwelling units on the upper three stories. The applicant is also requesting approval of a Certified Survey Map (CSM) to combine the underlying parcels comprising the subject site into one lot to facilitate construction of the mixed-use building.

The subject site is 0.41 acres in area and extends along the northwesterly side of S Fair Oaks Avenue from Atwood Avenue on the south to Dixon Street on the north. The site is currently developed with a two-story mixed-use building at 2926 Atwood, which City records indicates was originally constructed in 1906 and until recently included Birrenkott Appliance on the ground floor and four apartments. The northeasterly edge of the site is

developed with a tall two-story multi-family dwelling containing five units addressed as 232 S Fair Oaks; the multi-family dwelling occupies the corner of the site at Dixon Street. The two parcels between the buildings at 234 and 238 S Fair Oaks are improved with a surface parking lot, which continues onto the parcel adjacent to the west developed with a multi-tenant commercial building. Access to the parking lot is provided by driveways from Fair Oaks and S Marquette Street. As of the writing of this report, the applicant has not sought demolition approval for the two buildings pursuant to Section 28.185 of the Zoning Code. The site is devoid of any noticeable grade or significant tree cover.

The proposed mixed-use building will include 3,880 square feet of commercial space on the ground floor, which will be located at the Atwood-Fair Oaks corner. A residential lobby will be located approximately midway along the Fair Oaks façade. The remainder of the ground floor will include parking for approximately 16 automobiles, which will be accessed from a driveway from Fair Oaks. Floors 2 and 3 will include 11 dwelling units apiece, with the remaining nine units on the fourth floor. The 31 units proposed will include 24 one-bedroom units and seven two-bedroom units. Parking for 33 bicycles will be provided within the building, with an additional 12 bike stalls to be located around the perimeter. A basement containing tenant storage spaces and an open storage area is proposed below the footprint of the building.

The proposed building will stand approximately 49.2 feet in height and will be topped by a flat roof. The exterior will be primarily comprised of a combination of reddish-colored brick, metal plank siding, and composite metal panel. The building will be set back between five and six feet on all sides except the northern rear yard, where a 20.4-foot setback is proposed. The building will incorporate a stepback along the northwesterly side wall at the second floor and an approximately 10.5-foot stepback along the northern rear wall at the fourth floor.

Analysis and Recommendations

Up to four-story, 60-foot tall mixed-use buildings containing no more than 48 dwelling units with at least fifty percent of the ground-floor frontage facing the primary street being nonresidential (including all frontage at a street corner) are a permitted use in the TSS (Traditional Shopping Street) zoning district and the Transit-Oriented Development (TOD) zoning overlay.

Section 28.065(3)(b) requires where a TSS district abuts a residential zoning district at the rear or side lot line that building height at the rear or side yard setback line shall not exceed the maximum height in feet allowed in the abutting district as a permitted use. From this point, building height may increase at a ratio of one foot of rise to one foot of horizontal distance away from the property line, (a 45-degree angle) up to the maximum allowed height. Transitions exceeding this height and/or ratio limitation require conditional use approval by the Plan Commission.

The current rear and side yard transition requirement was adopted by the Common Council on October 7, 2025 as part of the *Housing Forward* initiative to spur construction of additional housing across Madison. Prior to the text amendment (Ordinance 25-00067–ID 89917), the Zoning Code required the upper stories of buildings in mixed-use and commercial zoning districts like TSS to be stepped back at a 45-degree angle starting from a point two stories and 25 feet above grade at the side and/or rear setback line regardless of the allowable height of buildings in the abutting residential zoning district. The recent change synchronized the height transition requirements with the maximum height in feet (not stories) allowed for a permitted use building on the adjacent residentially zoned property to allow for some additional building mass in the lowest stories of buildings by-right.

In this case, the abutting residential district is the Traditional Residential–Varied 1 (TR-V1) District. The maximum height allowed in TR-V1 for a permitted use is 40 feet (for three- and four-unit dwellings). The TSS district requires a 20-foot minimum rear yard setback. Therefore, the proposed building is required to begin transitioning in height at a 45-degree angle at 40 feet of height at the 20-foot rear yard setback. Subsequent to submittal of their land use application and noticing of a public hearing for a conditional use for a transition not complying with the new zoning requirement, the applicant provided a section drawing confirming that the fourth floor of the proposed building will be stepped back at the northern, rear yard setback consistent with the transition requirement.

Therefore, the proposed mixed-use building is a **permitted use**, and no conditional use is required in order for the project to proceed. As a result, **staff recommends that the Plan Commission place the conditional use application on file without prejudice.** The proposal will now proceed as a permitted use site plan review as governed by Section 28.186 of the Zoning Code, and agency comments submitted for the conditional use will instead generally be applied to the permitted use review.

Regarding the related Certified Survey Map to combine the underlying lots that comprise the subject parcel into one lot to facilitate the redevelopment, staff recommends that the Plan Commission find that the standards and criteria for approval are met and recommend **approval** subject to the conditions from reviewing agencies that follow.

Recommended Certified Survey Map Conditions of Approval | Major/Non-Standard Conditions are Shaded

City Engineering Division (Contact Aviles Pineiro, Gretchen, (608) 266-4089)

1. The applicant shall add a note to the face of CSM stating the following: "Development on this parcel is required to accept and convey private drainage onto the site from the adjacent parcels and convey it to the public right of way."

2. The developer shall enter into a City / Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Please contact the City Engineering Division to schedule the development and approval of the plans and the agreement.

3. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.

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

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

5. The private storm sewer easement proposed to be set forth on this CSM shall be granted by a separately recorded instrument to be recorded immediately after the CSM has been recorded and before final site plan

sign off. This site and the site to the west are dependent on a common storm sewer to properly convey storm water drainage from both properties to S Fair Oaks Avenue. The agreement shall also include acknowledgement and terms for the underground pipe for roof drainage from the parcel to the west crossing this proposed development property. The easement limits shall be revised to include the proposed roof drainage pipe to be constructed along the westerly side of this CSM.

6. Add Document No 281589 to the documents that affect this CSM on sheet 5.

7. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com).

8. Prior to Engineering final sign-off by main office for Certified Survey Maps, the final CSM shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

9. Correct the sheet headers and the legal description header from the Southeast Quarter of the Southeast Quarter to the Southeast Quarter of the "Southwest" Quarter

10. The position of the northern corner of Lot 3, Block 24 should be considered to move more northerly to better fit the width of Lot 21, Block 24.

11. Provide all plat-derived "recorded as' information on all boundaries.

12. Provide a copy of the boundary survey per note 5 on sheet 1 to Jeff Quamme (jrquamme@cityofmadison.com).

13. Correct the Secretary of the Plan Commission to Matt Wachter.

14. Correct the street name of Fair Oaks Avenue to S. Fair Oaks Avenue and Marquette Street to S. Marquette Street on all appropriate sheets.

15. This pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds, the new parcel data created by the Assessor's Office, and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction or an early start permit.

16. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

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

17. The applicant shall dedicate right of way or grant a public sidewalk easement for and be responsible for the construction of a minimum six (6)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, along the site frontage of Atwood Avenue and S Fair Oaks Avenue.

Parking Division (Contact Trent W. Schultz, (608) 246-5806)

This agency has reviewed the request and recommended no conditions of approval for the CSM. A TDM Plan is required prior to obtaining final zoning approval and issuance of building permit (see section above).

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

This agency has reviewed the request and recommended no conditions of approval.

Fire Department (Contact Matt Hamilton, (608) 266-4457)

This agency has reviewed the request and recommended no conditions of approval.

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

18. The following information shall be noted on the CSM prior to final approval: " The properties are located within Wellhead Protection District—Zone (WP-08). Uses of the properties are required to comply with the City of Madison Wellhead Protection requirements as provided under MGO Sections 13.22 and 28.102."

Assessor's Office (Contact Carlos D. Aguilar Velin, (608) 267-8791)

This agency has reviewed the request and recommended no conditions of approval.

Parks Division (Contact Brian Kowalski, (608) 243-2848)

19. Park impact fees are due and payable prior to building permit or early start permit issuance.

20. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25090.

21. The following note should be included on the CSM: "Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued."The Parks Division shall be required to sign off on this CSM

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

This agency has reviewed the request and recommended no conditions of approval on the CSM.

Forestry Division (Contact Bradley Hofmann, (608) 267-4908)

This agency has reviewed the request and recommended no conditions of approval.

Office of Real Estate Services (Andy Miller, (608) 261-9983)

22. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the owner's certificate on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. If any of the land within the CSM boundary is under contract for sale or purchase, and said transfer will be conducted at the time of CSM recording, an escrow agreement may be necessary. Please discuss closing plans with ORES in advance of CSM signoff. The City and Register of Deeds are now accepting electronic signatures. A .pdf of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.

23. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s). If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the CSM boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to CSM approval sign-off.

24. All ownership consents and certifications for the subject lands shall conform to Wis. Stats. 236.21(2) and 236.29 by including the language …surveyed, divided, mapped and dedicated…

25. If any portion of the lands within the CSM boundary are subject to an option to purchase or other option interest please include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).

26. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

27. For the Madison Common Council Certificate to read "…ADOPTED ON THE _____ DAY…"

28. Update the City of Madison Plan Commission Certificate to be executed by Matthew Wachter, Secretary of the Plan Commission.

29. As of December 5, 2025, real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(4)(f)(3), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off.

30. As of December 5, 2025, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to MGO Section 16.23(4)(f)(3).

31. If Parcel A (251-0709-191-0101-7) is not located within the CSM boundary, it may be removed from the title update.

32. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Andy Miller in the ORES (acmiller@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report submitted with the CSM application (September 29, 2025) and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. The surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

33. Depict, dimension, name, note and/or identify by document number all relevant easements, declarations, plans, conditions, agreements, and other documents cited in record title and the updated title report, and include relevant notes from plats or CSMs of record.

From: Wendy Benson
To: Plan Commission Comments
Subject: 2926 Atwood
Date: Monday, December 15, 2025 3:25:49 PM

[You don't often get email from mamabgolfin@gmail.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Planning Commission,

I'm concerned about parking required for the 3900 ft.² of retail included in the redevelopment of this area.

Street parking is already limited in the neighborhood and parking is currently a challenge. I don't see information in the plans that indicates public parking is being improved with this project and that concerns me both for the neighborhood and for potential businesses occupying that retail space.

What consideration has been given to this issue?

I contacted my alder and have not heard back from her.

Thank you,
Wendy Benson
2802 Lakeland Ave

From:	Planning
To:	Plan Commission Comments
Cc:	Parks, Timothy
Subject:	FW: Atwood-Fair Oaks Building Development
Date:	Monday, December 15, 2025 8:14:34 AM

From: Christy Charles <cmcharles80@yahoo.com>
Sent: Saturday, December 13, 2025 6:47 AM
To: Planning <planning@cityofmadison.com>
Subject: Atwood-Fair Oaks Building Development

You don't often get email from cmcharles80@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello,

My name is Christy Charles, and I am a resident of the Atwood-Fair Oaks-Milwaukee area.

I read about the plan for the Birrenkott building in the State Journal.

First, I am growing tired of the apartment buildings springing up all over the neighborhood . I hate to say it, but they are just everywhere you look, and I get the housing crisis, but sheesh it gets old. I moved here from Chicago in 2002, and if I wanted to live in a Chicago neighborhood, I would have stayed there. But I've always liked the Madison vibe, and it seems like we are moving away that. I'm sorry if I sound old and NIMBY, but that's how I feel, and I'm guessing many residents are thinking wow, another one? Plus, if it's just apartments, this really won't affect affordability of real estate. Also, is it going to be mixed income housing or just upscale rentals? It seems like an upscale-type of location.

Second, I am concerned about the traffic changes that will inevitably occur at the Atwood-Fair Oaks intersection.
As a parent of former Lowell students, I can say that crossing that intersection during the morning rush was terrifying. We only had so much time, and because the light was so short, cars would drive right up to the crosswalk while we were trying to cross. I talked with the traffic department about this, and their solution was to add a walk with a bit longer of a delay, but it was still very stressful, also I imagine for the drivers who had places to be at a very short light at a very busy time in the morning. Not a good

combination for safety, or at least not having to worry while shepherding your children across the street during rush hour. It was hard to keep crossing guards there because it was so stressful.

My question is this—how is traffic engineering going to account for the additional 31 units of residential and additional business traffic? I would like to see something safer than what we've had if we are going to do this new project.

Just some thoughts from a person who has lived in this neighborhood for nearly 20 years.

Thanks for your time,
Christy Charles

Sent from Yahoo Mail for iPhone

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90986

File ID:	90986	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PUBLIC SAFETY REVIEW COMMITTEE
				File Created Date :	11/20/2025
File Name:	Extraordinary Mutual Assistance Expenses			**Final Action:**	

Title: Assessing costs associated with mutual aid responses provided by Madison Police Department for the purposes of recouping extraordinary expenses.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 73.

Sponsors: Yannette Figueroa Cole, Derek Field, Sabrina V. Madison, Sean O'Brien And Regina M. Vidaver

Effective Date:

Attachments:

Enactment Number:

Author: Ald. Yannette Figueroa Cole

Hearing Date:

Entered by: imatthias@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/24/2025	Khadidiatou Dia	Approve	12/10/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	11/20/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Public Safety Review Committee (12/10/25), Common Council (1/13/26)					
1	COMMON COUNCIL	11/25/2025	Refer	PUBLIC SAFETY REVIEW COMMITTEE	12/10/2025		Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the PUBLIC SAFETY REVIEW COMMITTEE. The motion passed by voice vote/other.					

1	PUBLIC SAFETY REVIEW COMMITTEE	12/10/2025	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Waishwell, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS: direct staff to provide a definition of extraordinary expenses; and once a process to assess fiscal impact and risk is developed, that it be returned to Common Council and this committee (PSRC) for review. The motion passed by voice vote.

Notes: The recommendations are that staff provide a definition of extraordinary expenses; and once a process to assess fiscal impact and risk is developed, that the new process be returned to Common Council and this committee (PSRC) for review.

Text of Legislative File 90986

Fiscal Note

Under this proposed resolution, extraordinary expenses resulting from mutual aid assistance for neighboring jurisdictions will be reviewed by the City Attorney and Risk Manager or their designees and recovered when appropriate. Fiscal impacts are hard to predict as costs may vary widely from case to case and there is limited historical precedent for attempting to recoup expenses. No City appropriation is required to implement this resolution.

Title

Assessing costs associated with mutual aid responses provided by Madison Police Department for the purposes of recouping extraordinary expenses.

Body

WHEREAS, the City of Madison recognizes that mutual assistance is an essential element of public safety. When one municipality's personnel and /or equipment are depleted, it is for the overall good of our collective communities that, when called upon, neighboring municipalities can provide the necessary support to keep people safe; and,

WHEREAS, Wis. Stats. § 66.0513 recognizes that when law enforcement officers are asked by other agencies to assist in performing police duties outside the limits of their jurisdiction, the cost of such a response shall be paid for by their employing law enforcement agency, but then shall be reimbursed by the political subdivision whose officer or agent requested the assistance; and,

WHEREAS, when matters of urgent public safety require Madison law enforcement officers to provide assistance outside of Madison consistent with that statute, the City of Madison is allowed by such law to recoup wage and disability payments, pension and worker's compensation claims, damage to equipment and clothing and medical expenses arising out of such assistance; and,

WHEREAS, the City of Madison must continue to act with fiscal prudence and responsibility for all Madison taxpayers in all manner of operations; and,

WHEREAS, despite this State law, the City has rarely sought such reimbursement, as it has attempted to be a good neighbor to surrounding municipalities with law enforcement agencies that follow law policies and procedures on the reasonable restriction of vehicle pursuits; and,

WHEREAS, the City of Madison and its Police Department have a policy instituted which sets reasonable restrictions on vehicle pursuits; and,

WHEREAS, some jurisdictions, like the City of Monona Police Department, have other more aggressive policies which allow for far less restrictions and arguably encourage their officers to engage in pursuits; and,

WHEREAS, these neighboring jurisdictions, like the City of Monona Police Department, have engaged in several pursuits in recent years which have caused additional cost and harm, both economic and physical, to the residents and property owners of the City of Madison, including a recent incident where a City of Madison Police Officer was seriously injured, a K9 was injured, and a squad car was completely destroyed, after the officer responded to the mutual aid request of the Monona Police Department during a high speed and incredibly dangerous pursuit of a tow truck driver which ended in a fiery crash;

NOW, THEREFORE, BE IT RESOLVED that when the City of Madison or members of its community incur extraordinary expenses after its Police Officers are requested and so engage in mutual aid assistance for neighboring jurisdictions, the matter shall be reviewed by the City Attorney and Risk Manager or their designees, and after such review and when appropriate, the City of Madison will invoke Wis. Stats. § 66.0513 and any other relevant state or federal law, to recover any and all applicable expenses incurred in such assistance, to include the beforementioned incident on September 27, 2025.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 90796

File ID:	90796	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	11/07/2025
File Name:	CLAIM: J. Schmidt - Property Damage/Loss - $1,200.00			**Final Action:**	
Title:	J. Schmidt - Property Damage/Loss - $1,200.00				
Notes:	EVL007074				
				CC Agenda Date:	01/13/2026
				Agenda Number:	74.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	11/25/2025	Referred	Risk Manager		01/06/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	01/06/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 90796

Title

J. Schmidt - Property Damage/Loss - $1,200.00

Body

Claim received 11/4/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90889

File ID:	90889	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	11/13/2025
File Name:	CLAIM: T. Farris - Vehicle Damage, Bodily and Personal Injury - $9,000.00			**Final Action:**	

Title: T. Farris - Vehicle Damage, Bodily and Personal Injury - $9,000.00

Notes: EVL007095

		CC Agenda Date:	01/13/2026
		Agenda Number:	75.
Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	11/25/2025	Referred	Risk Manager		01/07/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	01/07/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 90889

Title

T. Farris - Vehicle Damage, Bodily and Personal Injury - $9,000.00

Body

Claim received 11/10/2025

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90924

File ID:	90924	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	11/18/2025
File Name:	CLAIM: US General Services Administration - Vehicle Damage - $17,645.00			**Final Action:**	

Title: US General Services Administration - Vehicle Damage - $17,645.00

Notes: EVL007111

		CC Agenda Date:	01/13/2026
		Agenda Number:	76.
Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	11/25/2025	Referred	Risk Manager		01/06/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	01/06/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 90924

Title

US General Services Administration - Vehicle Damage - $17,645.00

Body

Claim received 11/10/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90949

File ID:	90949	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	11/18/2025
File Name:	CLAIM: J. Moore - Plumber Fee - $104.45			**Final Action:**	
Title:	J. Moore - Plumber Fee - $104.45				
Notes:	EVL007118				
				CC Agenda Date:	01/13/2026
				Agenda Number:	77.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	11/25/2025	Referred	Risk Manager		01/06/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	01/06/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 90949

Title

J. Moore - Plumber Fee - $104.45

Body

Claim received 11/17/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91102

File ID:	91102	**File Type:**	Resolution	**Status:**	Council New Business
Version:	2	**Reference:**		**Controlling Body:**	SUSTAINABLE MADISON COMMITTEE
				File Created Date :	12/02/2025
File Name:	Requiring LEED Gold for New Buildings, Silver for Renovations			**Final Action:**	

Title: SUBSTITUTE: Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 78.

Sponsors: Satya V. Rhodes-Conway, Badri Lankella, John P. Guequierre, Tag Evers, Sean O'Brien, Davy Mayer And Michael E. Verveer

Effective Date:

Attachments: 2025_12_22_LEED Resolution to SMC.pdf, Legistar 91102_V1.pdf

Enactment Number:

Author: Gregg May

Hearing Date:

Entered by: jprice2@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/2/2025	Maggie McClain	Approve	12/22/2025
2	1	1/8/2026	Maggie McClain	Approve	1/28/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	12/02/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Sustainable Madison Committee (12/22/25), Common Council (1/13/26)					
1	COMMON COUNCIL	12/09/2025	Referred	SUSTAINABLE MADISON COMMITTEE	12/22/2025		
	Action Text:	This Resolution was Referred to the SUSTAINABLE MADISON COMMITTEE					

1	SUSTAINABLE MADISON COMMITTEE	12/22/2025	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER	Pass

Action Text: The motion to Recommend to Council with the Following Recommendations was made by Alder Lankella, seconded by Alder O'Brien. The recommendation is to explore adding language, in partnership with sustainability staff and the Attorney's Office, around requiring the most up-to-date LEED certification. The motion passes by majority vote.

Notes: The recommendations are to explore adding language, in partnership with sustainability staff and the Attorney's Office around requiring the most up-to-date LEED certification. The motion passes by majority vote.

Text of Legislative File 91102

Fiscal Note

The proposed resolution requires that new City facilities on City-owned land achieve LEED Gold certification and renovations of City facilities on City-owned land achieve LEED Silver certification. This applies to projects that begin the design phase after June 1, 2026. Any fiscal impact on design, construction, and operating costs will need to be considered in future year Operating and Capital Budgets. No additional appropriation required at this time.

Title

SUBSTITUTE: Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations

Body

WHEREAS, in January 2008, the Common Council adopted RES-08-00109 which required green building certification for new City buildings; and,

WHEREAS, in March of 2017, the Common Council adopted RES-17-00213 which called on the City to establish a goal for City of Madison operations and community to reach a goal of 100% renewable energy and net-zero greenhouse gas (GHG) emissions; and,

WHEREAS, in March 2019, the Common Council adopted RES-19-00267 which approved the 100% Renewable Madison Report and set the goal of reaching 100% renewable energy and net zero carbon emissions for City operations by 2030 and community-wide by 2050; and,

WHEREAS, buildings and facilities were the source of nearly one half of the GHG emissions from City operations in 2022; and,

WHEREAS, in August 2024, the Common Council adopted RES-24-00518, which adopted the Sustainability Plan Update and directed staff to implement the recommendations in the plan; and,

WHEREAS, Goal 7 in the Sustainability Plan is to reduce GHG emissions from City facilities and buildings 55% by 2030 from their 2018 baseline; and,

WHEREAS, improving building resource efficiency and energy performance will reduce building energy waste and cut GHG emissions; and,

WHEREAS, sustainable building design, construction, and operation has a significant positive effect on energy and resource efficiency, waste and pollution generation, and the health and productivity of a building's occupants over the life of the building; and,

WHEREAS, the City of Madison desires to provide leadership in sustainable building construction and renovation to both public and private sectors; and

WHERAS, the City already owns fourteen facilities that have achieved LEED© Certification; and,

WHERAS, twelve of these facilities have exceeded the minimum LEED© Silver certification required in RES-08-00109 by achieving LEED© Gold or better.

NOW, THEREFORE, BE IT RESOLVED that this resolution applies to:

a) Any enclosed building constructed for and/or primarily funded by the City; and

b) Any enclosed building constructed on City-owned land; and

c) Any major renovation or change in use of 5,000 gross square feet or more of a City-owned building or a building constructed on city-owned land that requires building, plumbing, electrical, and/or heating permits.

BE IT FURTHER RESOLVED that all new projects that begin the design phase after June 1, 2026, shall be designed, contracted, and built to achieve a minimum LEED© Gold certification and shall strive for the highest level of certification that project resources and conditions permit; and,

BE IT FURTHER RESOLVED that all renovation projects that begin the design phase after June 1, 2026, shall be designed, contracted, and built to achieve a minimum LEED© Silver certification and shall strive for the highest level of certification that project resources and conditions permit; and,

BE IT FURTHER RESOLVED that individual building equipment and material replacements projects that begin the design phase after June 1, 2026, will prioritize energy efficiency, health, safety, durability, and minimize environmental impact; and,

BE IT FURTHER RESOLVED that all projects should use the most recent version of LEED at the initiation of design; and,

BE IT FURTHER RESOLVED that all these projects shall be evaluated for the maximum on-site renewable energy systems feasible in the design process.

BE IT STILL FURTHER RESOLVED that a request for exemption from these requirements may be considered if, due to specific economic circumstances or to the phasing of projects, compliance with this resolution would create an unreasonable burden on the construction project or City department; and,

BE IT FURTHER RESOLVED that the burden is on the project manager to show hardship or infeasibility, and all economic hardship documentation must be performed on a life-cycle cost basis; and,

BE IT FURTHER RESOLVED that a request for exemption, including documentation of hardship or infeasibility, shall be submitted in writing to the Engineering Facilities Manager, the Sustainability and Resilience Manager, and Purchasing Supervisor, who, upon review of the

submittal, shall grant, conditionally grant, or deny the request for exemption; and,

BE IT FURTHER RESOLVED that, if it is the Engineering Facilities Manager who is requesting the exemption, the City Engineer, the Sustainability and Resilience Manager, and the Purchasing Supervisor shall review and grant, conditionally grant, or deny the request for exemption; and,

BE IT FINALLY RESOLVED that, in the event an exemption to the requirements of this resolution is granted, the applicant will be notified in writing along with any conditions of the approval and the project will continue to pursue the maximum feasible number of LEED© credits reasonably achievable for the project.

Update of the LEED Building Resolution

SMC – December 22, 2025

2008 Resolution: *RES-08-00109*

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Legislation Details (With Text)

File #:	07453	**Version:**	2	**Name:**	Requiring Green Building Certification for new City buildings.
Type:	Resolution			**Status:**	Passed
File created:	9/5/2007			**In control:**	SUSTAINABLE DESIGN AND ENERGY COMMITTEE (ended 6/2012)
On agenda:	1/22/2008			**Final action:**	1/22/2008
Enactment date:	1/22/2008			**Enactment #:**	RES-08-00109

Title: SUBSTITUTE - Requiring Green Building Certification for new City buildings.

Sponsors: Satya V. Rhodes-Conway, Robbie Webber, Brian L. Solomon, Michael E. Verveer, Larry Palm, Joseph R. Clausius, Tim Gruber, Marsha A. Rummel, Michael Schumacher, Eli B. Judge, Brenda K. Konkel, Julia S. Kerr

Indexes:

Code sections:

Attachments: 1. U.S. Green Building Council website, 2. Davis Langdon website, 3. Wall Street Goes Green, 4. A Business Case for Green Buildings in Canda, 5. Greening America's Schools: Costs and Benefits, 6. The Costs and Financial Benefits of Green Buildings, 7. U.S. Green Building Council Website - Fees for LEED Certification, 8. Sustainable Buildings Rating Systems Summary, 9. Government Green Buildings Programs Inventory, 10. Madison Green Building resolution fact sheet.pdf

Date	Ver.	Action By	Action	Result
1/22/2008	2	COMMON COUNCIL	Adopt	Pass
1/14/2008	2	SUSTAINABLE DESIGN AND ENERGY COMMITTEE (ended 6/2012)	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER	Pass
11/7/2007	1	SUSTAINABLE DESIGN AND ENERGY COMMITTEE (ended 6/2012)	Refer	Pass

2025 LEED Certification Update

Outcome of conversation with Facilities staff this summer.

- All new construction will pursue LEED Gold or better.
- All renovation projects will pursue LEED silver or better.
- All individual building equipment and material replacements projects will prioritize energy efficiency, health, safety, durability, and minimize environmental impact.
- Additional capital project requirements to be included in the Sustainable Purchasing Plan

Name	Address	Year	Certification Level
Capital East Parking Ramp	E. Main Street and Livingston Street	2025	Parksmart Bronze
Central Library	201 West Mifflin Street	2010	LEEDv3 NC Gold
Fire Station 1/Admin	316 West Dayton Street	2012	LEEDv3 CI Gold
Fire Station 12	400 South Point Road	2009	LEEDv2.2 NC Platinum
Fire Station 13	6350 Town Center Drive	2011	LEEDv3 NC Gold
Fire Station 14	3201 Dairy Drive	2019	LEEDv3 NC Platinum
Fleet Services	414 Nakoosa Trail	2021	LEEDv3 NC Gold
Goodman Parks Maintenance Facility	1402 Wingra Creek Pkwy.	2008	LEEDv2.2 NC Silver
Goodman South Library	2222 S. Park Street	2009	LEEDv2.0 CI Gold
Sequoya Library	513 S. Midvale Blvd.	2010	LEEDv2.0 CI Silver
Madison Municipal Building	215 Martin Luther King, Jr. Blvd.	2019	LEEDv3 NC Platinum
Monona Terrace Convention Center	1 John Nolan Dr.	2017	LEEDv3 EB Gold
Olbrich Gardens Learning Center	3330 Atwood Ave.	2020	LEEDv3 NC Platinum
Pinney Library	516 Cottage Grove Road	2020	LEEDv3 CI Gold

Pending Certification

Name	Address	Year	Certification Level
Bartillon Homeless Shelter	1904 Bartillon Drive	2026	Pending v4 NC
City-County Building Floor 1	210 MLK Jr. Blvd	2026	Pending v4 CI
Door Creek Park Shelter	7035 Littlemore Drive	2026	Pending v4 NC
Fire Station 6	825 W Badger Road	2028	Registered v4 CI
Imagination Center at Reindahl Park	1814/1818 Parkside Drive	2026	Pending v4 NC
Madison Public Market	200 N. First Street	2021	Pending v3 NC
Metro Transit Hanson Road	3901/3829 Hanson Road	2026	Pending v4 NC
Metro Transit Ingersoll Facility	1 S. Ingersoll Street	2028	Registered v4 CI
Olin Park Facility	330 East Lakeside Street	2021	Pending v4 CS
Public Health Madison DC South Facility	South Park Street/Badger Road	2028	Registered v4 CI
Warner Park Community Recreation Center Addition	1625 Northport Drive	2026	Pending v4 NC

Legistar 91102 - Common Council (1/13/26)

Details | Reports

File #:	91102 Version: 1	Name:	Requiring LEED Gold for New Buildings, Silver for Renovations
Type:	Resolution	Status:	Items Referred
File created:	12/2/2025	In control:	SUSTAINABLE MADISON COMMITTEE
On agenda:	12/9/2025	Final action:	
Enactment date:		Enactment #:	
Title:	Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations		
Sponsors:	Satya V. Rhodes-Conway, Badri Lankella, John P. Guequierre, Tag Evers, Sean O'Brien, Davy Mayer, Michael E. Verveer		
Related files:	83420, 07453		

History (2) | Text

Fiscal Note
The proposed resolution requires that new City facilities on City-owned land achieve LEED Gold certification and renovations of City facilities on City-owned land achieve LEED Silver certification. This applies to projects that begin the design phase after June 1, 2026. Any fiscal impact on design, construction, and operating costs will need to be considered in future year Operating and Capital Budgets. No additional appropriation required at this time.

Title
Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations

Body
WHEREAS, in January 2008, the Common Council adopted RES-08-00109 which required green building certification for new City buildings; and,

WHEREAS, in March of 2017, the Common Council adopted RES-17-00213 which called on the City to establish a goal for City of Madison operations and community to reach a goal of 100% renewable energy and net-zero greenhouse gas (GHG) emissions; and,

WHEREAS, in March 2019, the Common Council adopted RES-19-00267 which approved the 100% Renewable Madison Report and set the goal of reaching 100% renewable energy and net zero carbon emissions for City operations by 2030 and community-wide by 2050; and,

WHEREAS, buildings and facilities were the source of nearly one half of the GHG emissions from City operations in 2022; and,

WHEREAS, in August 2024, the Common Council adopted RES-24-00518, which adopted the Sustainability Plan Update and directed staff to implement the recommendations in the plan; and,

WHEREAS, Goal 7 in the Sustainability Plan is to reduce GHG emissions from City facilities and buildings 55% by 2030 from their 2018 baseline; and,

Questions?

SMC – December 22, 2025

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91102

File ID:	91102	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	SUSTAINABLE MADISON COMMITTEE
				File Created Date :	12/02/2025
File Name:	Requiring LEED Gold for New Buildings, Silver for Renovations			**Final Action:**	

Title: Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations

Notes:

Sponsors:	Satya V. Rhodes-Conway, Badri Lankella, John P. Guequierre, Tag Evers, Sean O'Brien, Davy Mayer And Michael E. Verveer	**Effective Date:**	
Attachments:	2025_12_22_LEED Resolution to SMC.pdf	**Enactment Number:**	
Author:	Gregg May	**Hearing Date:**	
Entered by:	jprice2@cityofmadison.com	**Published Date:**	
Related Files:	07453, 83420		

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	12/02/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Sustainable Madison Committee (12/22/25), Common Council (1/13/26)					
1	COMMON COUNCIL	12/09/2025	Referred	SUSTAINABLE MADISON COMMITTEE		12/22/2025	
	Action Text:	This Resolution was Referred to the SUSTAINABLE MADISON COMMITTEE					
1	SUSTAINABLE MADISON COMMITTEE	12/22/2025	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER				Pass
	Action Text:	The motion to Recommend to Council with the Following Recommendations was made by Alder Lankella, seconded by Alder O'Brien. The recommendation is to explore adding language, in partnership with sustainability staff and the Attorney's Office, around requiring the most up-to-date LEED certification. The motion passes by majority vote.					
	Notes:	The recommendations are to explore adding language, in partnership with sustainability staff and the Attorney's Office around requiring the most up-to-date LEED certification. The motion passes by majority vote.					

Text of Legislative File 91102

Fiscal Note

The proposed resolution requires that new City facilities on City-owned land achieve LEED Gold certification and renovations of City facilities on City-owned land achieve LEED Silver certification. This applies to projects that begin the design phase after June 1, 2026. Any fiscal impact on design, construction, and operating costs will need to be considered in future year Operating and Capital Budgets. No additional appropriation required at this time.

Title

Requiring LEED Gold Certification for New Building Projects and LEED Silver Certification for Renovations

Body

WHEREAS, in January 2008, the Common Council adopted RES-08-00109 which required green building certification for new City buildings; and,

WHEREAS, in March of 2017, the Common Council adopted RES-17-00213 which called on the City to establish a goal for City of Madison operations and community to reach a goal of 100% renewable energy and net-zero greenhouse gas (GHG) emissions; and,

WHEREAS, in March 2019, the Common Council adopted RES-19-00267 which approved the 100% Renewable Madison Report and set the goal of reaching 100% renewable energy and net zero carbon emissions for City operations by 2030 and community-wide by 2050; and,

WHEREAS, buildings and facilities were the source of nearly one half of the GHG emissions from City operations in 2022; and,

WHEREAS, in August 2024, the Common Council adopted RES-24-00518, which adopted the Sustainability Plan Update and directed staff to implement the recommendations in the plan; and,

WHEREAS, Goal 7 in the Sustainability Plan is to reduce GHG emissions from City facilities and buildings 55% by 2030 from their 2018 baseline; and,

WHEREAS, improving building resource efficiency and energy performance will reduce building energy waste and cut GHG emissions; and,

WHEREAS, sustainable building design, construction, and operation has a significant positive effect on energy and resource efficiency, waste and pollution generation, and the health and productivity of a building's occupants over the life of the building; and,

WHEREAS, the City of Madison desires to provide leadership in sustainable building construction and renovation to both public and private sectors; and

WHERAS, the City already owns fourteen facilities that have achieved LEED© Certification; and,

WHERAS, twelve of these facilities have exceeded the minimum LEED© Silver certification required in RES-08-00109 by achieving LEED© Gold or better.

NOW, THEREFORE, BE IT RESOLVED that this resolution applies to:

a) Any enclosed building constructed for and/or primarily funded by the City; and

b) Any enclosed building constructed on City-owned land; and

c) Any major renovation or change in use of 5,000 gross square feet or more of a City-owned building or a building constructed on city-owned land that requires building, plumbing, electrical, and/or heating permits.

BE IT FURTHER RESOLVED that all new projects that begin the design phase after June 1, 2026, shall be designed, contracted, and built to achieve a minimum LEED© Gold certification and shall strive for the highest level of certification that project resources and conditions permit; and,

BE IT FURTHER RESOLVED that all renovation projects that begin the design phase after June 1, 2026, shall be designed, contracted, and built to achieve a minimum LEED© Silver certification and shall strive for the highest level of certification that project resources and conditions permit; and,

BE IT FURTHER RESOLVED that individual building equipment and material replacements projects that begin the design phase after June 1, 2026, will prioritize energy efficiency, health, safety, durability, and minimize environmental impact; and,

BE IT FURTHER RESOLVED that all these projects shall be evaluated for the maximum on-site renewable energy systems feasible in the design process.

BE IT STILL FURTHER RESOLVED that a request for exemption from these requirements may be considered if, due to specific economic circumstances or to the phasing of projects, compliance with this resolution would create an unreasonable burden on the construction project or City department; and,

BE IT FURTHER RESOLVED that the burden is on the project manager to show hardship or infeasibility, and all economic hardship documentation must be performed on a life-cycle cost basis; and,

BE IT FURTHER RESOLVED that a request for exemption, including documentation of hardship or infeasibility, shall be submitted in writing to the Engineering Facilities Manager, the Sustainability and Resilience Manager, and Purchasing Supervisor, who, upon review of the submittal, shall grant, conditionally grant, or deny the request for exemption; and,

BE IT FURTHER RESOLVED that, if it is the Engineering Facilities Manager who is requesting the exemption, the City Engineer, the Sustainability and Resilience Manager, and the Purchasing Supervisor shall review and grant, conditionally grant, or deny the request for exemption; and,

BE IT FINALLY RESOLVED that, in the event an exemption to the requirements of this resolution is granted, the applicant will be notified in writing along with any conditions of the approval and the project will continue to pursue the maximum feasible number of LEED© credits reasonably achievable for the project.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91115

File ID:	91115	**File Type:**	Resolution	**Status:**	Unfinished Business
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	12/03/2025
File Name:	Authorizing the Department of Transportation to apply for a $6.75 million Federal-State Partnership for Intercity Passenger Rail (FSP) Grant from the Federal Railroad Administration and, if awarded, amending the 2026 capital budget for Transportation and			**Final Action:**	

Title: Authorizing the Department of Transportation to apply for a $6.75 million Federal-State Partnership for Intercity Passenger Rail (FSP) Grant from the Federal Railroad Administration and authorizing the Mayor and City Clerk to sign the resulting grant agreement to accept the grant (District 4, District 6, District 12, District 15, District 17).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	79.
Sponsors:	Michael E. Verveer, Sean O'Brien, Derek Field And Sabrina V. Madison	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Liz Callin, Principal Transportation Planner	**Hearing Date:**	
Entered by:	ALarson2@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/3/2025	Ryan Pennington	Approve	12/23/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Transportation Department	12/03/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Transportation Commission (1/7/26), Finance Committee (1/5/26), Common Council (1/13/26)

1	COMMON COUNCIL	12/09/2025	Referred	TRANSPORTATION COMMISSION	01/07/2026	
	Action Text:	This Resolution was Referred to the TRANSPORTATION COMMISSION				
	Notes:	Additional referral to Finance Committee				
1	TRANSPORTATION COMMISSION	12/09/2025	Referred	FINANCE COMMITTEE		
	Action Text:	This Resolution was Referred to the FINANCE COMMITTEE				
1	FINANCE COMMITTEE	01/05/2026	Return to Lead with the Recommendation for Common Council to Adopt	TRANSPORTATION COMMISSION	01/07/2026	Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Return to Lead with the Recommendation for Common Council to Adopt to the TRANSPORTATION COMMISSION. The motion passed by voice vote/other.				
1	TRANSPORTATION COMMISSION	01/07/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass
	Action Text:	Bremer moved to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER, seconded by Kliems. The motion passed by voice vote/other.				

Text of Legislative File 91115

Fiscal Note

The proposed resolution authorizes the application and acceptance of a Federal-State Partnership for Intercity Passenger Rail Grant. The $6.75 million grant would fund planned safety improvements and identify additional needs at at-grade railroad crossings that support the proposed extension of the Amtrak Hiawatha service to Madison. Existing funding available in Engineering's Railroad Crossings and Quiet Zones capital program would be used to support the 20% local match of $1.35 million. If awarded, the grant amount will be appropriated through a separate resolution or future budget request.

Title

Authorizing the Department of Transportation to apply for a $6.75 million Federal-State Partnership for Intercity Passenger Rail (FSP) Grant from the Federal Railroad Administration and authorizing the Mayor and City Clerk to sign the resulting grant agreement to accept the grant (District 4, District 6, District 12, District 15, District 17).

Body

WHEREAS, the FSP Grant would fund planned safety improvements and identify additional needs at at-grade railroad crossings that support the proposed extension of the Amtrak Hiawatha service to Madison, which is currently being studied by the Wisconsin Department of Transportation through the Corridor ID program; and

WHEREAS, improvements to at-grade railroad crossings will benefit all users of Madison's transportation system, improve safety, and support both current freight rail operations and future passenger rail operations; and

WHEREAS, the Engineering Department is planning to utilize Tax Increment Financing (TIF) to improve at-grade rail crossings, and these improvements align with and complement the proposed FSP Grant scope; and

WHEREAS, the grant funding is in the amount of $6.75 million with a 20% local match of $1.35 million; and

WHEREAS, the City would complete the planning, environmental review, design, and construction of identified safety improvements using a combination of City staff and procured professional and construction services, with any contracted work obtained through a competitive bidding and qualifications-based selection process; and

WHEREAS, funds awarded under this grant would be one-time capital funds that will be spent down by the end of the period defined in the grant agreement; and

WHEREAS, the grant application form includes legal terms, obligations, and/or commitments from the City and/or requires a signature from a person who is authorized to bind the City to such things; and

WHEREAS, City staff can attest to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, if awarded, the Federal Railroad Administration may require the City to sign a contract, grant agreement, and/or other documents binding the City to certain obligations,

NOW, THEREFORE, BE IT RESOLVED, the Department of Transportation, after consultation with the City Attorney, is authorized, on behalf of the City, to apply for a grant up to $6.75 million through the Federal Railroad Administration's FSP grant program and sign all application materials; and

BE IT FURTHER RESOLVED, that, if awarded the grant, the Mayor and City Clerk are authorized to enter into a grant agreement with the Federal Railroad Administration, in a format approved by the City Attorney; and

BE IT FINALLY RESOLVED that the Department of Transportation is authorized to sign related paperwork or forms associated with the administration of the grant, after consultation with the City Attorney where appropriate.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90804

File ID:	90804	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	11/07/2025
File Name:	CSM - 3357-3375 E Washington Ave, et al			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by 3357-59 East Washington Avenue, LLC located at 3357-3375 E Washington Avenue and 922-930 N Fair Oaks Avenue (District 12).

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 80.

Sponsors: Planning Division

Effective Date:

Attachments: CSM Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/10/2025	Maggie McClain	Approve	11/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	11/07/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Common Council (1/13/26)						
1	COMMON COUNCIL	11/25/2025	Refer to a future Meeting to Adopt	COMMON COUNCIL			Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to a future Meeting to Adopt to the COMMON COUNCIL meeting of 1/13/26. The motion passed by voice vote/other.						
	Notes: Adopt 1/13/26						
1	Department of Planning and Community and Economic Development	01/07/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				

Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
Notes: The proposed Certified Survey Map has been administratively approved as allowed by MGO Section 16.23(4)(f) subject to the conditions included in the attached letter. Staff recommends adoption of the resolution.

Text of Legislative File 90804

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by 3357-59 East Washington Avenue, LLC located at 3357-3375 E Washington Avenue and 922-930 N Fair Oaks Avenue (District 12).

Body
WHEREAS a Certified Survey Map of property owned by 3357-59 East Washington Avenue, LLC located at 3357-3375 E Washington Avenue and 922-930 N Fair Oaks Avenue, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

10-31-25 2:10 p.m.

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: 3357-59 East Washington Avenue LLC Representative, if any: _____

Street address: 211 N Dickinson St City/State/Zip: Madison, WI 53703

Telephone: _____ Email: _____

Firm Preparing Survey: JSD Professional Services, Inc. Contact: Chris Dawson

Street address: 507 W Verona Ave, Suite 500 City/State/Zip: 53593

Telephone: 608-893-0104 Email [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 3357, 3359 E Washington Ave

Tax Parcel Number(s): 081032411077, 081032411168

Zoning District(s) of Proposed Lots: CC-T School District: Madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1		2.212
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS			

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

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https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

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Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

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Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: John R Brigham Trust — Representative, if any: _____

Street address: PO Box 481 — City/State/Zip: Stoughton, WI 53589

Telephone: _____ — Email: _____

Firm Preparing Survey: JSD Professional Services, Inc. — Contact: Chris Dawson

Street address: 507 W Verona Ave, Suite 500 — City/State/Zip: 53593

Telephone: 608-893-0104 — Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 3361, 3365, 3371, & 3375 E Washington Ave. 922, 926, & 930 N Fair Oaks Ave.

Tax Parcel Number(s): 081032411085, 081032411093, 081032411100, 081032411118, 081032411150, 081032411142, 081032411134

Zoning District(s) of Proposed Lots: CC-T — School District: Madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ — Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

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Land Use	Lots	Outlots	Acres
Residential	1		2.212
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS			

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Travis Fauchald Signature: Travis Fauchald

Date: 10/30/2025 Interest In Property On This Date: Developer

802

June 16, 2025

Ms. Meagan Tuttle
Director, Planning Division
City of Madison Department of Planning & Community & Economic Development
215 Martin Luther King Jr. Blvd., Ste 017
Madison, Wisconsin 53703

Re: Letter of Intent – Land Use Submittal and UDC Submittal

922 -930 N Fair Oaks Ave. & 3357 – 3375 E Washington Ave.
KBA Project # 2439

Ms. Meagan Tuttle:

The following is submitted together with the plans and application for the staff, Urban Design Commission and Plan Commission's consideration of approval.

Organizational Structure:

Developer:
Volker
464 S Hickory St, Ste C
Fond du Lac, WI 54935
(952) 334-7294
Contact: Travis Fauchald
t.fauchald@volker.co

Architect:
Knothe & Bruce Architects, LLC
8401 Greenway Blvd., Ste 900
Middleton, WI 53562
(608) 836-3690
Contact: Kevin Burow
Kburow@knothebruce.com

Civil Engineer:
JSD, Inc.
507 W Verona Ave., Ste. 500
Verona, WI 53593
(608) 848-5060
Contact: Matt Haase
matt.haase@JSDInc.com

Landscape Design:
JSD, Inc.
507 W Verona Ave., Ste. 500
Verona, WI 53593
(608) 848-5060
Contact: Matt Ammel
matt.ammel@JSDInc.com

Introduction:

The proposed affordable-housing, mixed-use development consists of two new multi-family buildings on a combined parcel at the corner of East Washington Avenue and North Fair Oaks Ave. Building 1 will be a new 5- Story, 171 unit mixed-use building with approximately 3,300 sf of ground floor commercial space and underground parking for 114 automobiles. Building 2 will be a new 2-story, 6 unit townhome building with individual private garages. The 9 parcels to be combined and redeveloped include: 922 - 930 N Fair Oaks Avenue & 3357 – 3375 E Washington Avenue. Located within the Carpenter-Ridgeway Neighborhood, the site is currently occupied by four rental properties and six commercial buildings. This project will provide affordable housing units for the benefit of the neighborhood and City. It is located within Urban Design District No. 5.

This application requests approval for the following:

- Construction of a mixed-use building with over 60 dwelling units
- Rezoning of the two properties located at 3357 E Washington Ave. and 3375 E. Washington Ave from TR-V1 to CCT.

The seven additional parcels to be combined are all currently zoned CCT. These parcels include:

- 922 N Fair Oaks Ave.
- 926 N Fair Oaks Ave.
- 930 N Fair Oaks Ave.
- 3361 E. Washington Ave.
- 3365 E. Washington Ave.
- 3371 E. Washington Ave.
- 3375 E. Washington Ave.

Upon approval of the proposed rezoning and development proposal, a new CSM will be prepared and recorded, combining all 9 parcels into a single parcel.

Project Description:

The architectural design of Building 1 includes recessed balconies and a balanced arrangement of materials, enhancing the character of the evolving East Washington Avenue corridor. High quality, durable materials include: composite horizontal siding, composite panels, and brick masonry. Consistent levels of detailing extend around all faces of the building. The design features both vertical and horizontal articulation and includes brightly colored vertical accent elements that wrap around the building. A distinctive corner of the building is highlighted with a two-story glass commercial space, complemented by color-accented panels on the upper stories.

Walk-up residential units along both primary street facades provide a strong human-scale, pedestrian connection to the building neighborhood. The two ends of the building are stepped-down to be 4 stories to soften the ends of the building where facing the residential neighbors. Additionally, the corner retail area will feature outdoor seating within a landscaped patio, creating a pedestrian-friendly environment.

Building 2 is a two story (6 unit) townhouse-style building, placed in the SW corner of the property as a transitional buffer for the adjacent neighboring properties. Exterior materials and colors will be consistent with the material palette on Building 1.

Both indoor and outdoor common spaces are provided for the enjoyment of the residents. Included amenities are: Indoor community room for gathering, exercise room, on-site management office, outdoor plaza with grilling and seating areas, play structure for children, and small fenced area for pet enjoyment. The landscaping design has been carefully considered, for its variation in height and texture for the visual and environmental enjoyment of both the residents and the general public. A combination of fencing and landscape screening has been included to provide privacy to adjacent neighbors.

Parking is provided at the underground level of the apartment building, and the six townhome units have private single garages. Surface parking is provided for both resident and guest use. Surface parking and underground parking can be accessed from both E. Washington Ave. and N. Fair Oaks Ave. The site is adjacent to a public BRT transit stop, allowing for easy access to many areas of the City.

City and Neighborhood Input:

We have met with City staff on several occasions for this proposed development including preapplication and DAT meetings. A neighborhood meeting was held on January 23, 2025, and the input from that meeting has helped shape this proposed development. Adjustments to the project in response to neighborhood concerns include: Increased commercial space along the East Washington façade, walk-up units to engage the sidewalk on N. Fair Oaks, and additional vehicular access via East Washington Ave. to address traffic concerns.

Conformance with UDD No. 5 Requirements

This preliminary design addresses the following Urban Design District 5 criteria:

- The terrace along East Washington Avenue and Fair Oaks will be added or expanded to a minimum of 8' in depth to allow for street tree plantings to occur in coordination with City Forestry guidelines.
- Off-street parking is located at the rear of the building with a dedicated drop-off location for residents, limited surface parking for guests and residents, and underground garage parking for resident use. Surface parking will be complemented by tree islands with a privacy fence along the rear lot lines adjacent to neighboring properties.
- Building signage will be integrated into the architecture of the building. Site and wayfinding signage will be integrated into the landscape plan. All signage will conform to Madison General Sign Ordinances.
- The building design incorporates high-durability composite materials with a masonry-clad ground level. The balance of materials remains consistent around all sides of the building.
- Accent colors are included via a rhythm of vertical, angled window bay elements as well as brightly colored composite panel sections at the ends and center of the building faces, visually dividing the building façades into smaller sections.
- The building scale corresponds to the urban character of East Washington Ave, providing a strong presence on a busy intersection adjacent to the newly-constructed mixed-use project across the street. The massing steps down at the end of the Fair Oaks wing of the building to reduce its scale as it faces the residential neighborhood to the South.
- A pedestrian-oriented retail space is sited prominently on the corner of East Washington Ave and Fair Oaks Ave, providing an attractive, glass storefront space with outdoor seating for the use of patrons.
- Exterior lighting will be designed with full cut-off fixtures, complying with all Madison Ordinances. Building lighting will be anti-glare in nature, providing localized lighting for residents' balconies and outdoor recreation areas.
- Landscaping includes a variety of hardy, colorful species, providing visual interest, shading, and privacy screening.

Conditional Use Approvals:

The proposed development requires a conditional use to allow for mixed-use building over 60 dwelling units. The proposed building's size, scale and use are consistent with the City's Comprehensive Plan for this property, which calls for higher density residential use. We have met or exceeded all standards of the CC-T zoning.

Site Development Data:

Densities:	
Lot Area	96,349 S.F./ 2.212 acres
Dwelling Units	177 D.U.
Lot Area / D.U.	590 S.F./ D.U.
Density	73.8 units/acre
Lot Coverage	77,565 S.F. / 74 %

Building Heights:

Building 1 (Apartment):	5 Stories / 66'-0"
Building 2 (Townhome):	2 Stories / 25'-8"

Commercial Area:

Building 1 (Apartment):	3,286 SF
Building 2 (Townhome):	N/A

Dwelling Unit Mix:

Building 1(Apartment):		Building 2 (Townhome):	
One Bedroom	76	One Bedroom	0
Two Bedroom	68	Two Bedroom	0
Three Bedroom	27	Three Bedroom	06
Total	171 D.U.	Total	06

Vehicle Parking:

Building 1(Apartment):		Building 2 (Townhome):	
Underground	114	Garage	6
Surface parking lot	35	Surface Parking	6
Total	149 vehicle stalls	Total	12 vehicle stalls

Site Total: 161 Stalls

Bicycle Parking:

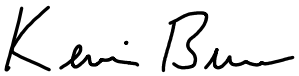
Building 1(Apartment):		Building 2 (Townhome):	
Long Term- Garage	165	Long Term- Garage	6 + (3 in Bldg #1)
Long Term- Surface	17		
Short Term- Guest	19		
Short Term- Commercial	7	Short Term- Guest	1
Total	208 bike stalls	Total	10 bike stalls

Site Total: 218 bike stalls

Project Schedule:
It is anticipated that construction will start in Early Fall 2026 and be completed in Fall 2027

Thank you for your time reviewing our proposal.

Sincerely,

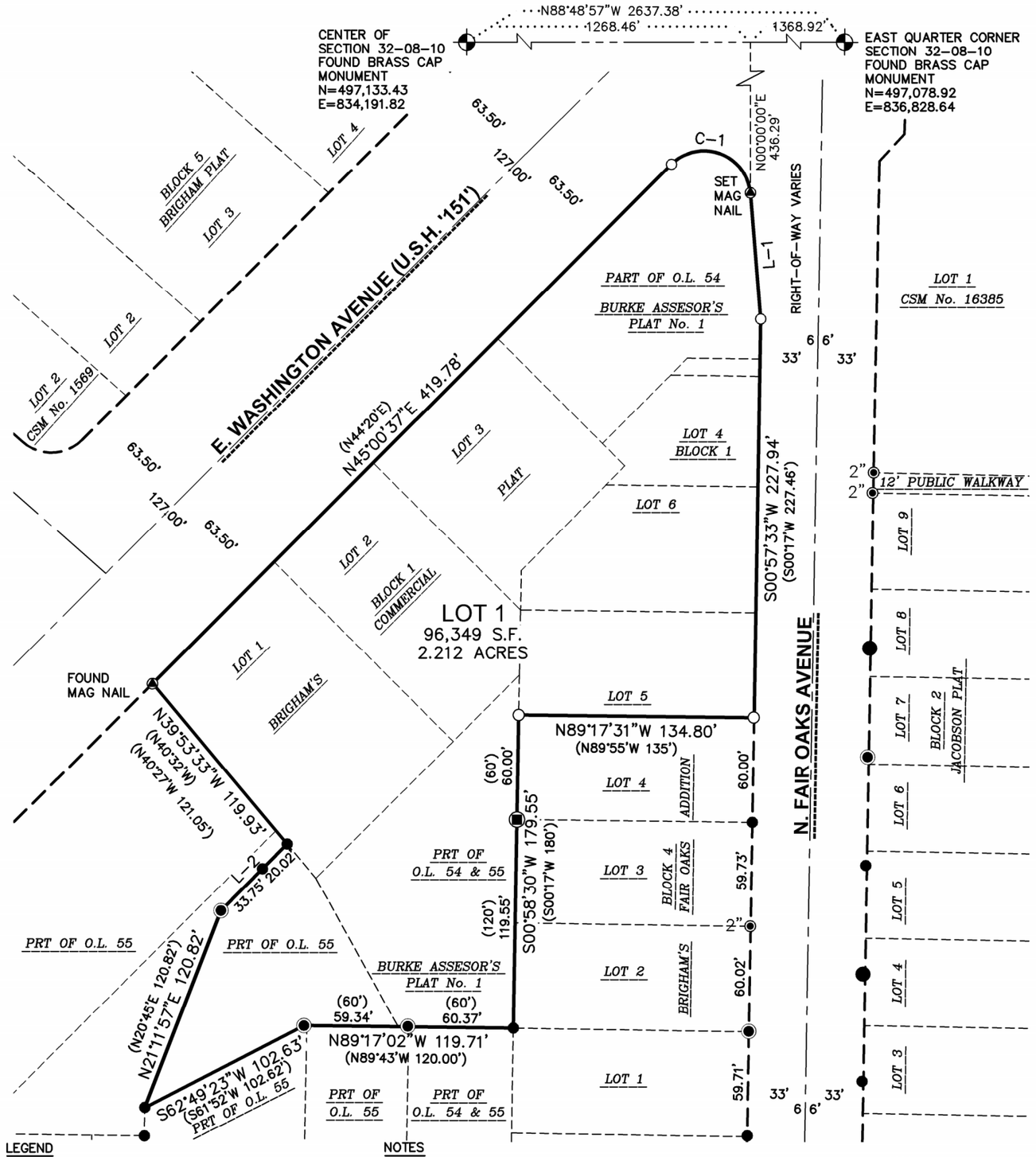


Kevin Burow, AIA, NCARB, LEED AP
Managing Member

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

PART OF LOTS 1, 2, 3, 4, BLOCK 1, BRIGHAM'S COMMERCIAL PLAT, RECORDED IN VOLUME 26, ON PAGE 10, AS DOCUMENT No. 1057242, ALL OF LOT 4, 5 & 6 BLOCK 4, BRIGHAM'S FAIR OAKS ADDITION, RECORDED IN VOLUME 10, ON PAGE 30, AS DOCUMENT NO. 1672840, AND PART OF OUTLOTS FIFTY-FOUR (54) AND FIFTY-FIVE (55), BURKE ASSESSOR'S PLAT NO. 1, RECORDED IN VOLUME 9 ON PAGES 15-21 AS DOCUMENT No. 593673, LOCATED IN THE WEST HALF OF THE SOUTHEAST QUARTER, SECTION 32, TOWNSHIP 08 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



LEGEND

- GOVERNMENT CORNER
- 3/4" REBAR FOUND
- 3/4" x 24" REBAR SET (1.50 LBS/LF)
- 1" IRON PIPE FOUND
- 2" IRON PIPE FOUND
- RAILROAD SPIKE FOUND
- PLAT BOUNDARY
- CHORD LINE
- CENTERLINE
- RIGHT-OF-WAY LINE
- PLATTED LOT LINE
- SECTION LINE
- EASEMENT LINE

NOTES

1. FIELD WORK PERFORMED MAY 21 & 29, 2025.
2. BEARINGS FOR THIS SURVEY AND MAP ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY (NAD83 2011). THE NORTH LINE OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 08 NORTH, RANGE 10 EAST, RECORDED AS N88°48'57"W.
3. SEE SHEET 2 FOR LINE AND CURVE TABLE AND EXISTING IMPROVEMENTS. SEE SHEET 3 FOR EXISTING EASEMENTS.

north

0 40' 80'
SCALE: 1" = 80'

WISCONSIN
TODD J. BUHR
S-2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO:	24-14692	SURVEYED BY:	ZHG
FIELDBOOK/PG:	-	DRAWN BY:	ZHG
SHEET NO:	1 OF 8		

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P-CSM.dwg Layout: Sheet 1 User: john.krebs Plotted: Oct 30, 2025 - 10:09am

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

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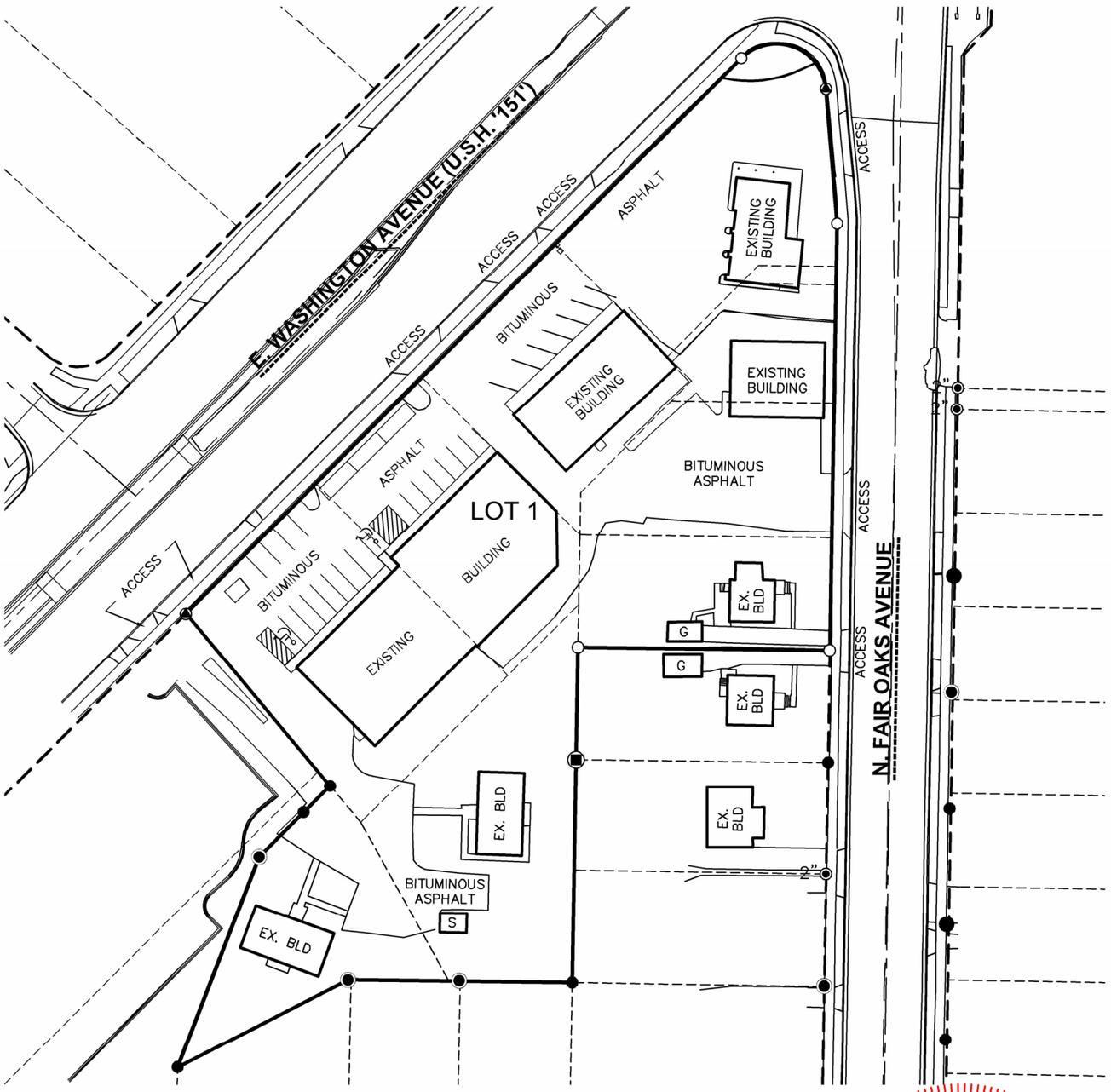
EXISTING IMPROVEMENTS



LINE TABLE		
LINE	BEARING	DISTANCE
L–1	S04°42'36"E	72.32'
( )	S05°03'33"E	71.95'
L–2	N45°16'34"E	53.77'
( )	N44°25'E	53.70'

north

0 40' 80'

SCALE: 1" = 80'

NOTES

EXISTING IMPROVEMENTS SHOWN ARE TO BE REMOVED

S SHED
G GARAGE

WISCONSIN
TODD J. BUHR
S–2614
DEFOREST, WI
LAND SURVEYOR

CURVE TABLE							
CURVE	RADIUS	DELTA	CHORD BEARING	CHORD	ARC LENGTH	TANGENT IN	TANGENT OUT
C–1	26.59'	129°33'22"	S70°03'28"E	48.11'	60.11'	N45°09'51"E	S05°16'47"E
( )	26.59'	–	S69°46'21"E	48.11'	60.11'	–	–

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO: 24–14692
FIELDBOOK/PG: –
SHEET NO: 2 OF 8

SURVEYED BY: ZHG
DRAWN BY: ZHG

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

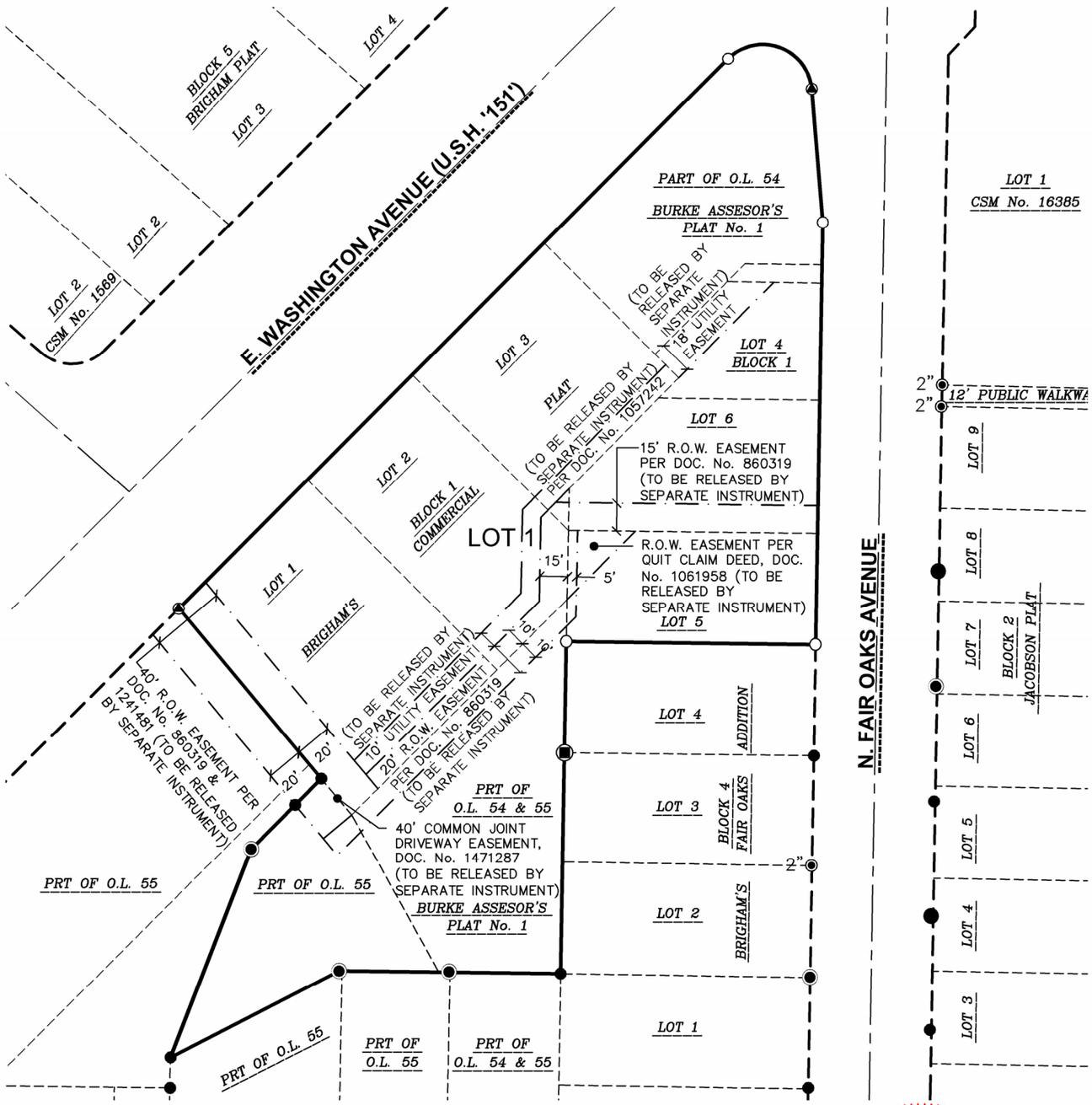
File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 2 User: john.krebs Plotted: Oct 30, 2025 – 10:11am

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

PART OF LOTS 1, 2, 3, 4, BLOCK 1, BRIGHAM'S COMMERCIAL PLAT, RECORDED IN VOLUME 26, ON PAGE 10, AS DOCUMENT No. 1057242, ALL OF LOT 4, 5 & 6 BLOCK 4, BRIGHAM'S FAIR OAKS ADDITION, RECORDED IN VOLUME 10, ON PAGE 30, AS DOCUMENT NO. 1672840, AND PART OF OUTLOTS FIFTY–FOUR (54) AND FIFTY–FIVE (55), BURKE ASSESSOR'S PLAT NO. 1, RECORDED IN VOLUME 9 ON PAGES 15–21 AS DOCUMENT No. 593673, LOCATED IN THE WEST HALF OF THE SOUTHEAST QUARTER, SECTION 32, TOWNSHIP 08 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

EXISTING EASEMENTS



north

0 40' 80'

SCALE: 1" = 80'

WISCONSIN
TODD J. BUHR
S–2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:	SURVEYED FOR:		
JSD MADISON REGIONAL OFFICE 507 W. VERONA AVENUE, SUITE 500 VERONA, WISCONSIN 53593 P. 608.848.5060	VOLKER DEVELOPMENT 464 S. HICKORY ST., STE. C FOND DU LAC, WI 54935	PROJECT NO: 24–14692 FIELDBOOK/PG: – SHEET NO: 3 OF 8	SURVEYED BY: ZHG DRAWN BY: ZHG

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 3 User: john.krebs Plotted: Oct 30, 2025 – 10:12am

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

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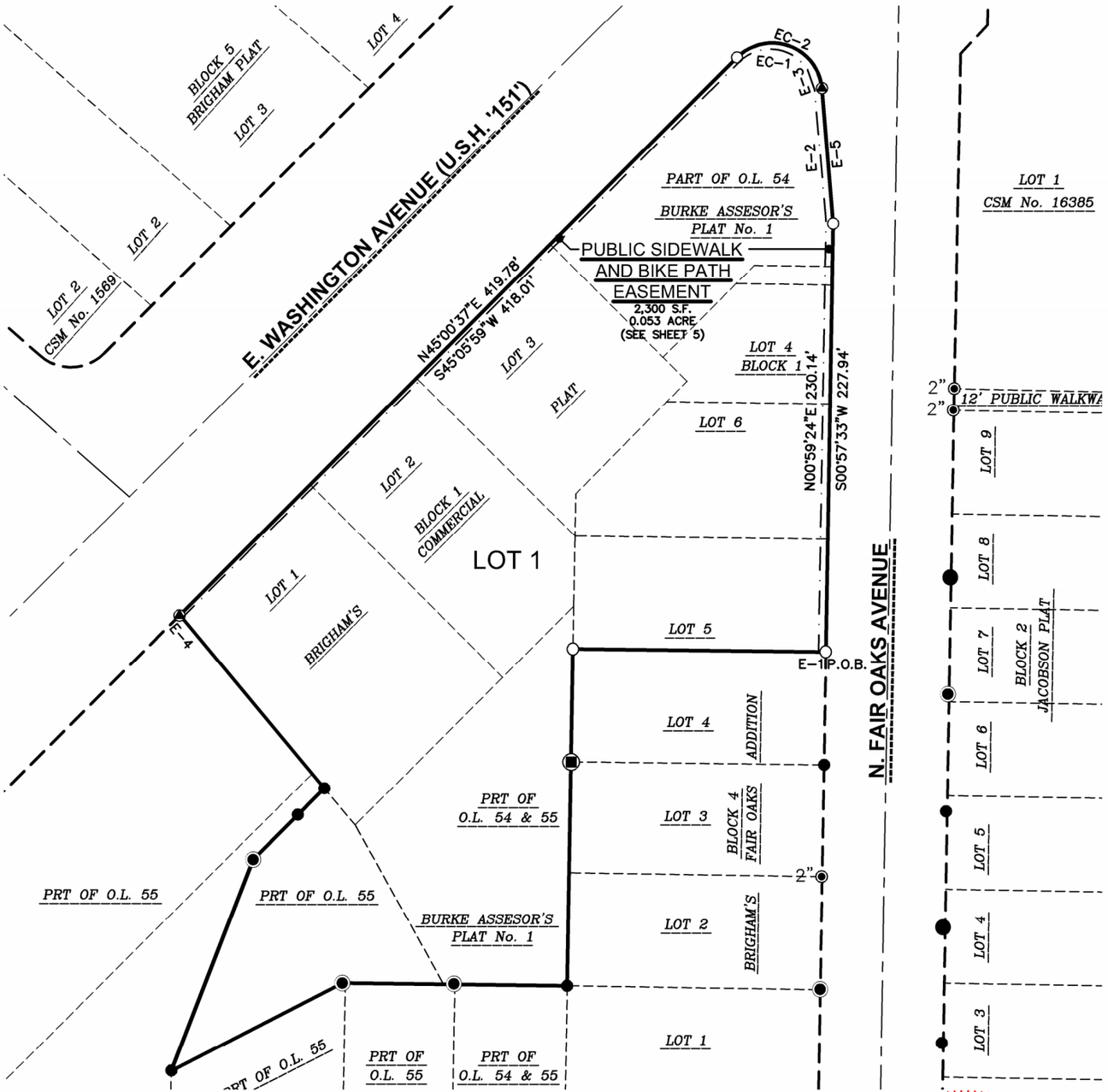
PUBLIC SIDEWALK AND BIKE PATH EASEMENT



LINE TABLE		
LINE	BEARING	DISTANCE
E–1	N89°17'31"W	3.96'
E–2	N5°03'47"W	69.25'
E–3	N19°11'19"W	11.22'
E–4	N39°53'33"W	1.90'
E–5	S4°42'36"E	72.32'

north

0 40' 80'

SCALE: 1" = 80'

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD	CHORD BEARING
EC–1	43.18'	23.39'	105°47'19"	37.30'	N84°38'35"W
EC–2	60.12'	26.59'	129°33'22"	48.11'	S70°03'28"E

WISCONSIN
TODD J. BUHR
S–2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO: 24–14692
FIELDBOOK/PG: –
SHEET NO: 4 OF 8

SURVEYED BY: ZHG
DRAWN BY: ZHG

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 4 User: john.krebs Plotted: Oct 30, 2025 – 10:20am

PRELIMINARY

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PUBLIC SIDEWALK AND BIKE PATH EASEMENTS:

CREATION OF EASEMENT RIGHTS: A PERMANENT EASEMENT OVER, ACROSS A PORTION OF THE PROPERTY (THE "EASEMENT AREA") IS ESTABLISHED, MEMORIALIZED, RESERVED BY, GRANTED, CONVEYED, TRANSFERRED AND ASSIGNED TO THE CITY OF MADISON FOR THE USES AND PURPOSES HEREINAFTER SET FORTH. THE EASEMENT AREA MAY BE USED BY THE CITY OF MADISON FOR PUBLIC SIDEWALK AND BIKE PATH PURPOSES. CITY OF MADISON AND ITS EMPLOYEES, AGENTS AND CONTRACTORS SHALL HAVE THE RIGHT TO CONSTRUCT, INSTALL, MAINTAIN, OPERATE, REPAIR, REPLACE AND RECONSTRUCT THE PUBLIC SIDEWALK AND BIKE PATH WITHIN THE EASEMENT AREA. CITY OF MADISON SHALL HAVE THE FURTHER RIGHT OF INGRESS AND EGRESS TO AND FROM THE EASEMENT AREA IN ORDER TO EXERCISE ITS RIGHTS AND PRIVILEGES HEREUNDER, AND TO CUT AND REMOVE TREES, VEGETATION AND OTHER IMPEDIMENTS IN THE EASEMENT AREA WHICH MAY OBSTRUCT OR INTERFERE WITH THE ACTUAL OR POTENTIAL USE OF THE EASEMENT AREA FOR THE FOREGOING PURPOSES.

PROPERTY RESTORATION: CITY OF MADISON SHALL REPAIR ANY DAMAGE CAUSED TO ANY PAVEMENT, CONCRETE OR TURF LOCATED WITHIN THE EASEMENT AREA AND/OR THE PROPERTY AS A RESULT OF THE USE OF THE EASEMENT AREA BY OR ON BEHALF OF THE CITY OF MADISON AS PROVIDED HEREIN. FOLLOWING COMPLETION OF ANY EXCAVATION WORK, CITY OF MADISON SHALL PROMPTLY RESTORE THE AREA AFFECTED BY THE WORK TO THE ORIGINAL GRADE AND SURFACE CONDITION INCLUDING THE REPAIR OR REPLACEMENT OF PAVEMENT, CONCRETE AND TURF.

LIMITATIONS ON USE OF EASEMENT AREA: THE OWNER OF THE PROPERTY SHALL HAVE THE RIGHT TO USE THE EASEMENT AREA FOR ANY PURPOSE, PROVIDED SUCH USE SHALL NOT INTERFERE WITH THE EASEMENT RIGHTS OF THE CITY OF MADISON HEREUNDER. NO BUILDINGS OR STRUCTURES OR FENCES UNRELATED TO THE PUBLIC USE SHALL BE CONSTRUCTED IN AND NO GRADE CHANGE SHALL BE MADE TO THE EASEMENT AREA WITHOUT THE WRITTEN CONSENT OF THE CITY OF MADISON'S ENGINEERING DIVISION CITY ENGINEER.

BINDING EFFECT: THIS EASEMENT SHALL RUN WITH THE LAND DESCRIBED HEREIN AND SHALL BE BINDING UPON THE OWNERS OF THE PROPERTY, AND THEIR SUCCESSORS IN INTEREST.

RELEASE OF RIGHTS TO EASEMENTS CREATED BY PLAT: ANY RELEASE OF RIGHTS THAT WERE PLACED ON PLATTED LAND WHICH WAS REQUIRED BY A PUBLIC BODY OR WHICH NAMES A PUBLIC BODY OR PUBLIC UTILITY AS GRANTEE SHALL BE RELEASED BY RECORDING A SEPARATE EASEMENT RELEASE DOCUMENT WITH THE DANE COUNTY REGISTER OF DEEDS IN ACCORDANCE WITH SS236.293.

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO: 24–14692
FIELDBOOK/PG: –
SHEET NO: 5 OF 8

SURVEYED BY: ZHG
DRAWN BY: ZHG

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 5 User: john.krebs Plotted: Oct 30, 2025 – 10:20am

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

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LEGAL DESCRIPTION

PART OF LOTS 1, 2, 3, 4, BLOCK 1, BRIGHAM'S COMMERCIAL PLAT, RECORDED IN VOLUME 26, ON PAGE 10, AS DOCUMENT No. 1057242, ALL OF LOT 4, 5 & 6 BLOCK 4, BRIGHAM'S FAIR OAKS ADDITION, RECORDED IN VOLUME 10, ON PAGE 30, AS DOCUMENT NO. 1672840, AND PART OF OUTLOTS FIFTY–FOUR (54) AND FIFTY–FIVE (55), BURKE ASSESSOR'S PLAT NO. 1, RECORDED IN VOLUME 9 ON PAGES 15–21 AS DOCUMENT No. 593673, LOCATED IN THE WEST HALF OF THE SOUTHEAST QUARTER, SECTION 32, TOWNSHIP 08 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

COMMENCING AT THE EAST CORNER OF SECTION 32, AFORESAID;

THENCE N88°48'57"W, 1368.92 FEET ALONG THE NORTH LINE OF THE SOUTHEAST QUARTER OF SECTION 32, AFORESAID;

THENCE S00°00'00"E, 436.29 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF N. FAIR OAKS AVENUE, ALSO BEING THE POINT OF BEGINNING;

THENCE S04°42'36"E ALONG SAID LINE, 72.32 FEET;

THENCE S01°00'52"W ALONG SAID LINE, 227.82 FEET TO THE SOUTH LINE OF LOT 5, BLOCK 4, AFORESAID;

THENCE N89°20'38"W ALONG SAID LINE, 134.58 FEET TO THE WEST LINE OF BLOCK 4, BRIGHAM'S FAIR OAKS ADDITION;

THENCE S00°58'30"W ALONG SAID LINE, 179.55 FEET;

THENCE N89°17'02"W, 119.71 FEET;

THENCE S6249'23"W, 102.63 FEET;

THENCE N21°11'57"E, 120.82 FEET;

THENCE N45°16'34"E, 53.72 FEET TO THE SOUTHWESTERLY LINE OF LOT 1, BRIGHAM'S COMMERCIAL PLAT;

THENCE N39°53'33"W ALONG SAID LINE, 120.44 FEET TO THE SOUTHEASTERLY RIGHT–OF–WAY LINE OF E. WASHINGTON AVENUE;

THENCE N45°00'37"E ALONG SAID LINE, 419.78 FEET TO A POINT OF CURVE;

THENCE CONTINUING ALONG SAID LINE SOUTHEASTERLY 60.11 FEET ALONG AN ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 26.59', THE CHORD BEARS S70°03'28"E, 48.11 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 96,302 SQUARE FEET OR 2.211 ACRES.

SURVEYOR'S CERTIFICATE

I, TODD J. BUHR, PROFESSIONAL LAND SURVEYOR S–2614, DO HEREBY CERTIFY THAT BY DIRECTION OF VOLKER DEVELOPMENT, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON, AND THAT THE MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY OF THE LANDS SURVEYED AND THE DIVISION THEREOF, IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

_____ _____

TODD J. BUHR, S–2614 DATE
PROFESSIONAL LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO:	24–14692	SURVEYED BY:	ZHG
FIELDBOOK/PG:	–	DRAWN BY:	ZHG
SHEET NO:	6 OF 8		

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 6 User: john.krebs Plotted: Oct 30, 2025 – 10:21am

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

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CORPORATE OWNER'S CERTIFICATE

VOLKER DEVELOPMENT, A LIMITED LIABILITY CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION HAS CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED HEREON. SAID CORPORATION FURTHER CERTIFIES THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.34, WISCONSIN STATUTES TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL.

IN WITNESS WHEREOF, THE SAID VOLKER DEVELOPMENT HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS REPRESENTATIVES THIS _____ DAY OF _____ , 2025.

VOLKER DEVELOPMENT
WISCONSIN LIMITED LIABILITY CORPORATION

BY: _____
[NAME], MANAGING MEMBER

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____ , 2025, THE ABOVE NAMED REPRESENTATIVES OF THE ABOVE NAMED VOLKER DEVELOPMENT TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, DANE COUNTY, WISCONSIN MY COMMISSION EXPIRES

CONSENT OF CORPORATE MORTGAGEE

[NAME], A CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS MORTGAGEE OF THE LANDS DESCRIBED HEREON, HEREBY CONSENTS TO THE SURVEYING, DIVIDING, MAPPING AND DEDICATING OF THE LANDS DESCRIBED ON THIS MAP, AND DOES HEREBY CONSENT TO THE ABOVE CERTIFICATE OF [NAME], OWNER.

WITNESS THE HAND AND SEAL OF [NAME], MORTGAGEE, THIS _____ DAY OF _____ , 2025.

_____
PRESIDENT OR VICE–PRESIDENT

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____ , 2025, THE ABOVE NAMED REPRESENTATIVES OF THE ABOVE NAMED [NAME], TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, DANE COUNTY COUNTY, WISCONSIN MY COMMISSION EXPIRES

WISCONSIN
TODD J. BUHR
S–2614
DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO: 24–14692
FIELDBOOK/PG: –
SHEET NO: 7 OF 8

SURVEYED BY: ZHG
DRAWN BY: ZHG

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 7 User: john.krebs Plotted: Oct 30, 2025 – 10:21am

PRELIMINARY

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CITY OF MADISON PLAN COMMISSION APPROVAL

APPROVED FOR RECORDING PER CITY OF MADISON PLAN COMMISSION ACTION OF _____ ,2025.

_____ _____

MATTHEW WACHTER, DATE
SECRETARY,
CITY OF MADISON PLAN COMMISSION

CITY OF MADISON COMMON COUNCIL APPROVAL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MADISON WAS HEREBY APPROVED BY ENACTMENT NUMBER RES _____ , FILE ID NUMBER _____ , ADOPTED ON THE ___ DAY OF _____ , 2025, AND THAT SAID ENACTMENT FURTHER PROVIDED FOR THE ACCEPTANCE OF THOSE LANDS DEDICATED AND RIGHTS CONVEYED BY SAID CERTIFIED SURVEY MAP TO THE CITY OF MADISON FOR PUBLIC USE.

DATED THIS _____ DAY OF _____ , 2025

_____

LYDIA McCOMAS, CITY CLERK
CITY OF MADISON

WISCONSIN
TODD J. BUHR S–2614 DEFOREST, WI
LAND SURVEYOR

SURVEYED BY:
JSD
MADISON REGIONAL OFFICE
507 W. VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608.848.5060

SURVEYED FOR:
VOLKER DEVELOPMENT
464 S. HICKORY ST., STE. C
FOND DU LAC, WI 54935

PROJECT NO: 24–14692
FIELDBOOK/PG: –
SHEET NO: 8 OF 8

SURVEYED BY: ZHG
DRAWN BY: ZHG

VOL. _____ PAGE _____
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File: \\JSDINC\projects2\2024\2414692\DWG\Survey Sheets\2414692 P–CSM.dwg Layout: Sheet 8 User: john.krebs Plotted: Oct 30, 2025 – 10:22am

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90805

File ID:	90805	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	11/07/2025
File Name:	CSM - 6965-7047 Manufacturers Dr			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by CTA Investments, LLC located at 6965-7047 Manufacturers Drive (District 17).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	81.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	Application.pdf, Proposed CSM.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	11/10/2025	Maggie McClain	Approve	11/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	11/07/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Common Council (1/13/26)						
1	COMMON COUNCIL	11/25/2025	Refer to a future Meeting to Adopt	COMMON COUNCIL			Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to a future Meeting to Adopt to the COMMON COUNCIL meeting of 1/13/26. The motion passed by voice vote/other.						
	Notes: Adopt 1/13/26						
1	Department of Planning and Community and Economic Development	01/07/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				
	Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER						

Notes:
The proposed Certified Survey Map has been administratively approved as allowed by MGO Section 16.23(4)(f) subject to the conditions included in the attached letter. Staff recommends adoption of the resolution.

Text of Legislative File 90805

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by CTA Investments, LLC located at 6965-7047 Manufacturers Drive (District 17).

Body
WHEREAS a Certified Survey Map of property owned by CTA Investments, LLC located at 6965-7047 Manufacturers Drive, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this land division, and that the Council recognizes and adopts said revised boundaries.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

10-31-25 12:43 p.m.

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: CTA Investments, LLC
Representative, if any: Advanced Building Corporation
Street address: W136N4901 Campbell Dr Menomonee Falls
City/State/Zip: Madison, WI 53718
Telephone: 262-853-7835
Email: [redacted]

Firm Preparing Survey: Snyder & Associates
Contact: Alex Keefe
Street address: 5010 Voges Road
City/State/Zip: Madison, WI 53718
Telephone: 608-838-0444
Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 6965, 7001, & 7047 Manufacturers Drive
Tax Parcel Number(s): 251-0810-093-0419-8, 251-0810-093-0406-5, 251-0810-093-0403-1
Zoning District(s) of Proposed Lots: Industrial Limited
School District: Deforest School District

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential			
Retail/Office			
Industrial	1		4.01

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS			

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent:** One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents:** One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

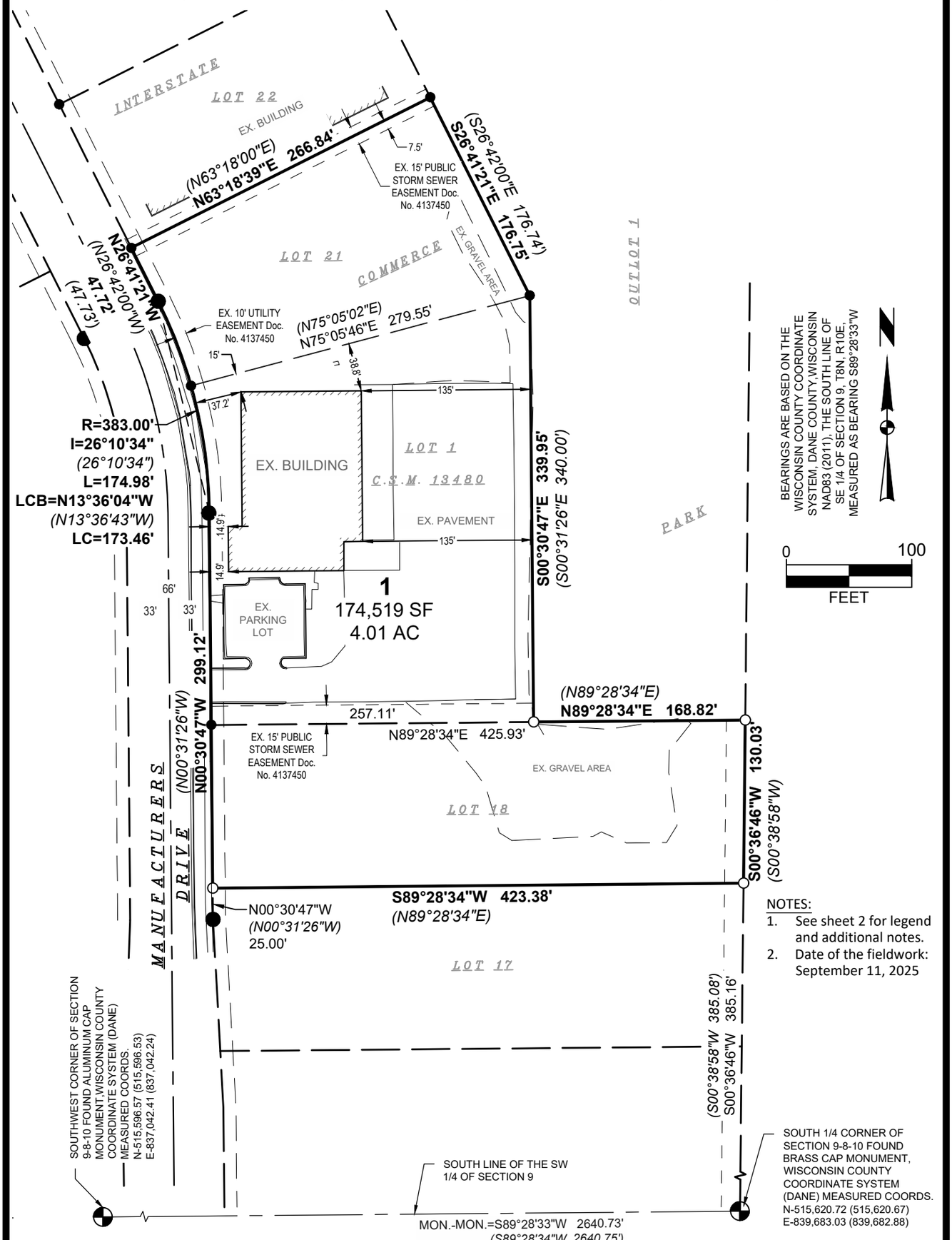
The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: CLIFFORD ANGLEWICZ Signature: C. J. Anglewicz

Date: 10-27-25 Interest In Property On This Date: 100%

CERTIFIED SURVEY MAP No._____

LOT 1, CERTIFIED SURVEY MAP NUMBER 13480, AS RECORDED IN VOLUME 87 OF CERTIFIED SURVEY MAPS, ON PAGES 336-338, AS DOCUMENT NUMBER 4973459, DANE COUNTY REGISTRY AND LOTS 18 AND 21 , INTERSTATE COMMERCE PARK, AS RECORDED IN VOLUME 58-095A OF PLATS, ON PAGES 485-487, AS DOCUMENT NUMBER 4137450, DANE COUNTY REGISTRY AND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 8 NORTH, RANGE 10 EAST, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.



NOTES:
1. See sheet 2 for legend and additional notes.
2. Date of the fieldwork: September 11, 2025

SNYDER & ASSOCIATES

SURVEYED FOR:
Advanced Building Corporation
3802 Kipp Street
Madison, WI 53718

SURVEYED BY:
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
(608) 838-0444
www.snyder-associates.com

FN: 125.1059.30
DATE: 10-23-25
REVISIONS:
REV1
REV2
REV3

SHEET 1 OF 4

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CERTIFIED SURVEY MAP No._____

LOT 1, CERTIFIED SURVEY MAP NUMBER 13480, AS RECORDED IN VOLUME 87 OF CERTIFIED SURVEY MAPS, ON PAGES 336-338, AS DOCUMENT NUMBER 4973459, DANE COUNTY REGISTRY AND LOTS 18 AND 21 , INTERSTATE COMMERCE PARK, AS RECORDED IN VOLUME 58-095A OF PLATS, ON PAGES 485-487, AS DOCUMENT NUMBER 4137450, DANE COUNTY REGISTRY AND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 8 NORTH, RANGE 10 EAST, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

NOTES:

1) This property is subject to any and all easements and agreements recorded and unrecorded.

2) All lots created by this Certified Survey Map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regards to Storm Water detention at the time they develop.

3) All lots created by this Certified Survey Map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to Storm Water Infiltration and Oil & Grease at the time they develop.

4) Lands contained with this Certified Survey Map are subject to Dane County Height Limitation Zoning requirements.

5) Lots within this Certified Survey Map are subject to the Avigation Easements per Document No. 4111035 and 4121457.

6) This Certified Survey Map is subject to Declaration of Covenants, Conditions and Restrictions for the Interstate Commerce Park per Document No. 4137948.

7) All lots within this plat are subject to public easements for drainage purposes which shall be a minimum of six (6) feet in width measured from the property line to the interior of each lot except that the easements shall be twelve (12) feet in width on the perimeter of the plat. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water. In the event of a City of Madison Plan Commission and/or Common Council approved redivision of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

8) All lots shall be required to record a stormwater maintenance agreement and provide a stormwater management plan to the City Engineering Division for review and approval at the time of development. These plans shall address sediment control and infiltration, and shall be recorded against the condo association parcel.

NOTES: (per Interstate Commerce Park)

3) Utility Easements: All utility facilities within this subdivision shall be installed underground, no pedestals, transformers or buried cables are to be placed such that the installation would disturb any survey stake, or obstruct vision along any lot line or street line. Utility easements as herein set forth are for the use of public bodies and private public utilities having the right to serve the area.

LEGEND

- ● 3/4" SOLID IRON REBAR W/CAP FOUND (UNLESS OTHERWISE NOTED)
- ● 1-1/4" SOLID IRON REBAR FOUND
- ○ 3/4" x 18" SOLID IRON RE-ROD SET, WT. 1.50 lbs./ft.
- ⊕ SECTION MONUMENT
- ( ) INDICATES RECORDED AS
- DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

SNYDER & ASSOCIATES

SURVEYED FOR:
Advanced Building Corporation
3802 Kipp Street
Madison, WI 53718

SURVEYED BY:
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
(608) 838-0444
www.snyder-associates.com

FN: 125.1059.30
DATE: 10-23-25
REVISIONS:
REV1
REV2
REV3

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CERTIFIED SURVEY MAP No._____

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OWNER'S CERTIFICATE

CTA Investments LLC, as owner, we hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map hereon. We further certify that this Certified Survey map is required by S236.34 to be submitted to the City of Madison for approval. Witness the hand and seal of said owner this_____day of_____, 20___.

CTA Investments LLC

By:_____
(Authorized Representative)

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 20___, the above named _____ to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____ My Commission expires:_____
Notary Public, State of Wisconsin

CONSENT OF MORTGAGEE

The National Bank, a banking association duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping, and dedicating of the land described on this Certified Survey Map and does hereby consent to the Owner's Certificate.

IN WITNESS WHEREOF, the said The National Bank, has caused these presents to be signed by _____, its _____(title), at _____, Wisconsin, on this ____ day of _____, 20___.

The National Bank

By:_____

State of Wisconsin)
)ss.
County of _____)

Personally came before me this ___ day of _____, 20___, _____, of the above named banking association, to me known to be the persons who executed the foregoing instrument, and to me known to be such _____ of said banking association, and acknowledged that they executed the foregoing instrument as such officers as the deed of said banking association, by its authority.

_____ My Commission expires:_____
Notary Public, State of Wisconsin

SNYDER & ASSOCIATES

SURVEYED FOR:
Advanced Building Corporation
3802 Kipp Street
Madison, WI 53718

SURVEYED BY:
Snyder & Associates, Inc.
5010 Voges Road
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CERTIFIED SURVEY MAP No._____

LOT 1, CERTIFIED SURVEY MAP NUMBER 13480, AS RECORDED IN VOLUME 87 OF CERTIFIED SURVEY MAPS, ON PAGES 336-338, AS DOCUMENT NUMBER 4973459, DANE COUNTY REGISTRY AND LOTS 18 AND 21 , INTERSTATE COMMERCE PARK, AS RECORDED IN VOLUME 58-095A OF PLATS, ON PAGES 485-487, AS DOCUMENT NUMBER 4137450, DANE COUNTY REGISTRY AND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 8 NORTH, RANGE 10 EAST, IN THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Adam R. Gross, Professional Land Surveyor, hereby certify: that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Madison and under the direction of CTA Investments LLC, owner of said land, I have surveyed, divided and mapped this Certified Survey Map; that such Certified Survey Map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is more fully described as follows:

Lot 1, Certified Survey Map Number 13480, as recorded in Volume 87 of Certified Survey Maps, on pages 336-338, as document number 4973459, Dane County Registry, and Lots 18 and 21, Interstate Commerce Park, as recorded in Volume 58-095A of Plats, on pages 485-487, as document number 4137450, Dane County Registry and located in the Southeast Quarter of the Southwest Quarter of Section 9, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin. Containing 174,519 square feet or 4.006 acres.

Dated this _____ day of _____, 2025.

Signed: _____

Adam R. Gross, P.L.S. No. 3017
Snyder & Associates, Inc.
5010 Voges Road
Madison, WI 53718
608-838-0444
agross@snyder-associates.com

CITY OF MADISON COMMON COUNCIL RESOLUTION

Resolved that the certified survey map located in the City of Madison was hereby approved by Enactment Number _____, File ID Number _____, adopted on the _____ day of _____, 20_____, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said certified survey map to the City of Madison for public use.

Dated this _____ day of _____, 20_____.

By:_____
Lydia A. McComas, City Clerk

CITY OF MADISON APPROVAL

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

By:_____ Date:_____
(Name), Secretary Plan Commission

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 2025, at _____ o'clock ___.m. and recorded in Volume _____ of Certified Survey Maps on pages _____, as Doc. No. _____.

_____
Kristi Chlebowski, Dane County Register of Deeds

SNYDER & ASSOCIATES

SURVEYED FOR:
Advanced Building Corporation
3802 Kipp Street
Madison, WI 53718

SURVEYED BY:
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SHEET 4 OF 4

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City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 90990

File ID:	90990	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	11/21/2025
File Name:	Lead & Galvanized Pipe Updates			**Final Action:**	

Title: Amending Section 13.18 and 1.08(3)(a) of the Madison General Ordinances to update the Lead Water Line Replacement Ordinance so that it is consistent with the recent updates to the Federal Lead and Copper Rule.

Notes: 9019LeadGalvanized

		CC Agenda Date:	01/13/2026
		Agenda Number:	82.
Sponsors:	MGR Govindarajan And Regina M. Vidaver	**Effective Date:**	
Attachments:	90990 Body	**Enactment Number:**	
Author:	Doran Viste	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/19/2025	Michael Haas	Approved as to Form	1/8/2026
1	2	1/6/2026	Robert Mulcahy	Approve	1/8/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	11/21/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Water Utility Board (1/28/26), Common Council (2/10/26)

Text of Legislative File 90990

Fiscal Note

The proposed resolution amends section 13.18 and 1.08(3)(a) of the Madison General Ordinances to update the Lead Water Line Replacement Ordinance so that it is consistent with the recent updates to the Federal Lead and Copper Rule. Under the amended ordinance, the

Water Utility may, contingent upon availability of funding, administer a lead service replacement reimbursement program. Under the program if eligible water lines are replaced after January 1, 2026 and complied with all the provisions of the revised ordinance, the Water Utility may reimburse eligible cots not ot exceed fifty percent (50%) of the cost of replacement, up to a maximum of $3,000 for each service line replaced. At this time, estimated replacement costs and potential reimbursements are unknown. The Water Utility will monitor replacements and reimbursement costs and if needed, will submit changes for their 2027 Operating Budget request or complete a budget amendment to provide funding for reimbursements.

Title

Amending Section 13.18 and 1.08(3)(a) of the Madison General Ordinances to update the Lead Water Line Replacement Ordinance so that it is consistent with the recent updates to the Federal Lead and Copper Rule.

Body

DRAFTER'S ANALYSIS: This ordinance updates the City's Lead Water Service Line Replacement Ordinance consistent with recent updates to the US Environmental Protection Agency's 2020 Lead and Copper Rule Revisions and the 2024 Lead and Copper Rule Improvements. Under the updated federal requirements, which are applicable to the City and which will also eventually be incorporated into the State Department of Natural Resources administrative regulations, the City is required to inventory all water service lines within its service territory, including certain galvanized service lines that are or were downstream of lead service lines or lead status unknown service lines. Any remaining lead or galvanized requiring replacement services will need to be replaced. When the City conducted its extensive replacement of utility-side lead service lines between 2000 and 2011, such galvanized lines were not identified or replaced as that was not required at the time. This amended ordinance incorporates the updated requirements of the Lead and Copper Rule to ensure that the City remains in compliance with EPA requirements.

****

Please see Legistar File No. 90990 Body in Attachments.

Legistar File No. 90990 Body

DRAFTER'S ANALYSIS: This ordinance updates the City's Lead Water Service Line Replacement Ordinance consistent with recent updates to the US Environmental Protection Agency's 2020 Lead and Copper Rule Revisions and the 2024 Lead and Copper Rule Improvements. Under the updated federal requirements, which are applicable to the City and which will also eventually be incorporated into the State Department of Natural Resources administrative regulations, the City is required to inventory all water service lines within its service territory, including certain galvanized service lines that are or were downstream of lead service lines or lead status unknown service lines. Any remaining lead or galvanized requiring replacement services will need to be replaced. When the City conducted its extensive replacement of utility-side lead service lines between 2000 and 2011, such galvanized lines were not identified or replaced as that was not required at the time. This amended ordinance incorporates the updated requirements of the Lead and Copper Rule to ensure that the City remains in compliance with EPA requirements.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Section 13.18 entitled "Lead Water Service Line Replacement" of the Madison General Ordinances is amended as follows:

"**13.18 LEAD AND GALVANIZED WATER SERVICE LINE REPORTING AND REPLACEMENT.**

(1) Intent and Purpose. The Common Council of the City of Madison finds that it is in the public interest to establish a comprehensive program for the removal and replacement of lead pipe and galvanized requiring replacement water service lines in use within the Madison Water Utility system and to that end declares the purposes of this ordinance to be as follows:

(a) to ensure that the water quality at every tap of Madison Water Utility customers meets the water quality standards specified under the Federal Safe Drinking Water Act and the Federal Lead and Copper Rule; and

(b) to reduce the lead in City drinking water to meet EPA standards and ideally to a lead contaminant level of zero in City drinking water for the health of City residents; and

(c) to eliminate the constriction of water flow caused by mineral rich ground water flowing through lead water service pipes and the consequent buildup of mineral deposits inside lead pipes; and

(d) to meet the WDNR requirements for local compliance with the federal Lead and Copper Rule.

(2) Rules of Construction and Definitions. This ordinance and all rules and orders promulgated under this ordinance shall be liberally construed so that the purposes enumerated in Subsection (1) may be accomplished. Words and phrases shall be construed and understood according to their common and usual meaning unless the contrary is clearly indicated. Within this section:

"City" means City of Madison.

"Customer-side water service line" means the water conduit pipe running from the customer's meter to the curb stop which is the Water Utility shut-off valve usually located eight feet into the street right-of-way from a private property line.

"EPA" means the U.S. Environmental Protection Agency.

"Federal Safe Drinking Water Act" means 42 U.S.C.A. Sec. 300f-300j-26.

"Galvanized Requiring Replacement" or "GRR" has the meaning provided in 40 CFR part 141.2, and is a galvanized service line that currently is or ever was downstream of a lead service line; or is currently downstream of a lead status unknown service line.

"Galvanzied Service Line" or "Galvanzied" has the meaning provided in 40 CFR part 141.2, and is a service line made of iron or steel dipped in zinc to prevent corrosion.

"General Manager" means the Water Utility General Manager.

"Lead and Copper Rule" means the rules created, revised and updated by the EPA and adopted by the WDNR in response to the passage of the Safe Drinking Water Act, which provides maximum contaminant level goals and national primary drinking water regulations (NPDWR) for controlling lead and copper in drinking water. NPDWR regarding approved treatment techniques include corrosion control treatment, source water treatment, lead service line inventories and replacement, and public education. The rules may be found in 56 FR 26460, 86 FR 4198, 89 FR 86418, 40 CFR parts 141.80—141.9~~0~~3, and Wis. Adm. Code chs. NR 809.541—NR 809.55.

"Lead Status Unknown Service Line" has the meaning provided in 40 CFR part 141.2, and is a service line whose pipe material has not been demonstrated to be a lead service line, galvanized requiring replacement service line, or a non-lead service line.

"Licensed plumber" means a person, firm, corporation or other entity licensed to perform plumbing work in the City by the State of Wisconsin.

"Property" means any possessory interest, legal or equitable, in real property including an estate, trust, or lien, and any buildings, structures and improvements thereon.

"Water Utility" means the City of Madison public water utility system, also known as Madison Water Utility.

"WDNR" means the Wisconsin Department of Natural Resources.

(3) Authorization. This ordinance is enacted pursuant to Wis. Stats. §§ 62.11(5) ~~and 281.12(5)~~, and as mandated by 42 U.S.C. Sec. 300g, of the Federal Safe Drinking Water Act and the Lead and Copper Rule, enforced by the EPA and the WDNR.

(4) Survey and Self Inspections.

(a) Upon notice from the Water Utility that a property within the Madison Water Utility service area has a lead status unknown service line, any person who owns, manages or otherwise exercises control over the property shall inspect the customer-side water service line or have the customer-side water service line inspected by a licensed plumber to determine the material of the service line (lead, copper, cast iron, galvanized steel, plastic, etc.).

(b) Upon inspection, the property owner, manager or person exercising control over the property shall submit to the Water Utility on a form provided by the Water Utility a statement attesting to the type of customer-side water service line in use

on the property. If the customer-side water service line is lead or galvanized pipe the property owner, manager or person exercising control over the property shall provide additional information as requested by the Water Utility about the residence, business or property and its water use.

(c) The statement required under Subsection (4)(b), based on a proper inspection, shall be due within 30 days of notification by the Water Utility. Notification shall be by first class mailing to the property owner's address as recorded in the City Assessor's Office. It is the sole responsibility of the person who owns, manages, or otherwise exercises control over the property to maintain a current mailing address with the City Assessor's Office.

(45) Lead or GRR Service Line Replacement. Owners, managers or persons otherwise exercising control over properties within the Madison Water Utility system with lead or GRR customer-side water service lines in use shall replace the lead or GRR customer-side water service lines according to the following schedules:

(a) All lead or GRR customer-side water service lines discovered prior to ~~November 1, 2015~~ January 1, 2026 shall be replaced immediately or pursuant to a previously identified schedule.

(b) All lead or GRR customer-side water service lines discovered on or after ~~November 1, 2015~~ January 1, 2026 shall have no longer than one-year from discovery to be replaced.

(~~5~~6) Application and Scheduling.

Owners, managers or persons otherwise exercising control over properties shall obtain from and submit to the Water Utility, in accordance with its service rules, an Application for Water Service which states an intention to replace the lead or GRR customer-side water service line.

(~~6~~7) Financing of Replacement.

(a) The Water Utility may, contingent on availability of funding, administer a lead service replacement reimbursement program. Upon application to the Water Utility, owners, managers or persons otherwise exercising control over properties with lead or GRR customer-side water service lines who replaced such lines after ~~November 1, 2016~~ January 1, 2026, in accordance with applicable Utility rules, guidelines and schedules, and who have complied with all of the provisions of this ordinance will be eligible for a reimbursement payment not to exceed fifty percent (50%) of the cost of replacement of any lead or GRR customer-side water service line in use, up to a maximum of $3,000 for each service line replaced. Application for reimbursement must include, as documentation of replacement and cost, a payment receipt from a licensed plumber for replacing the lead or GRR customer-side water service line at the subject property. Application must be made within ninety (90) days of the completion of work. Disputes regarding eligibility for reimbursement may be appealed to the Water Utility Board.

(b) An eligible property owner, as defined in Section 4.082(2), Madison General Ordinances, may apply to the City for financing of any portion of the cost of replacing a lead or GRR customer-side water service line that is not reimbursed under Subsection (~~6~~7)(a). If approved, the amount financed shall be a special charge against the owner and treated as such in accordance with the provisions of Section 4.082 and 4.09, Madison General Ordinances. Applications for

financing of costs for replacing lead or GRR customer-side water service lines must include documentation of the eligibility criteria contained in Section 4.082(2), Madison General Ordinances, and of the cost of replacing the water service lines.

(~~7~~8) Prohibitions.

(a) It shall be unlawful for any person to file a false statement under Subsection (4)(b).

(~~a~~b) It shall be unlawful for any person to fail to comply with the applicable lead or GRR customer-side water service line replacement requirements as set forth in Subsection (4~~5~~).

(~~b~~c) It shall be unlawful for any person to violate any other provision of this ordinance.

(~~8~~9) Penalties.

(a) Any person who violates any provision of this ordinance may be subject to a forfeiture of no less than fifty dollars ($50) and no more than one thousand dollars ($1,000).

(b) Each day a violation continues may be considered a separate offense."

2. Subdivision (a) of Subsection (3) entitled "Schedule of Deposits" of Section 1.08 entitled "Issuance of Citations for Violations of Certain Ordinances and Providing a Schedule of Cash Deposits" of the Madison General Ordinances is amended by creating and amending therein the following:

"Offense	Ord. No./Adopted Statute No.	Deposit *
Lead and GRR water service line replacement	13.18	$100, 1st $250, 2nd $500, 3rd & sub."

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91283

File ID:	91283	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/18/2025
File Name:	Tennyson Rezoning			**Final Action:**	

Title: Creating Section 28.022-00745 of the Madison General Ordinances to change the zoning of property located at 1936 Tennyson Lane from PD (Planned Development) District to SR-V2 (Suburban Residential - Varied 2) District. (District 18)

Notes: 7023TennysonRZ

		CC Agenda Date:	01/13/2026
		Agenda Number:	83.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	1936 Tennyson Lane.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/18/2025	Michael Haas	Approved as to Form	1/7/2026
1	2	12/18/2025	Maggie McClain	Approve	1/7/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	12/18/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (2/2/26), Common Council (2/10/26)

Text of Legislative File 91283

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00745 of the Madison General Ordinances to change the zoning of property located at 1936 Tennyson Lane from PD (Planned Development) District to SR-V2 (Suburban Residential - Varied 2) District. (District 18)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 1936 Tennyson Lane from PD (Planned Development) District to SR-V2 (Suburban Residential - Varied 2) District to allow addition of a daycare center tenant within existing multi-family dwelling and assisted living facility.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00745 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00745. The following described property is hereby rezoned to SR-V2 (Suburban Residential - Varied 2) District.

Lot 2, Certified Survey Map 13716, City of Madison, Dane County, Wisconsin. Said described parcel contains 8.0 acres (348,458 square feet), more or less”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x

FROM: Tim Parks, Planning Division

Repeal: _____

Creation: _____

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 13 January 2026

Referral(s): Plan Commission: 2 February 2026; Common Council: 10 February 2026

Fiscal Note: No Fiscal Impact

Sponsor(s): Planning Division

When completed:

Send DRAFT to: Tim Parks (original will be held until otherwise notified)

Send copy to: _____

Note: Unless otherwise indicated, this ordinance will be submitted directly to Common Council.

If request is to rezone property, the following additional information must be furnished before the ordinance can be drafted:

Rezone following property:

Address 1936 Tennyson Lane Alder District 18

From PD District To SR-V2 District

Proposed Use: Rezone existing multi-family dwelling and assisted living facility to allow addition of daycare center tenant within existing building

By Direction Of: _____ Date: 17 December 2025

Meagan Tuttle, Director Planning Division

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91326

File ID:	91326	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/19/2025
File Name:	Small Cell Ordinance Repairs			**Final Action:**	

Title: Amending portions of 10.053 of the Madison General Ordinances to update the Small Cell Ordinance to bring it in line with State law.

Notes: 7024SmallCellOrdRepairs

CC Agenda Date:	01/13/2026
Agenda Number:	9.*
Sponsors:	Badri Lankella And John P. Guequierre
Effective Date:	
Attachments:	
Enactment Number:	
Author:	Doran Viste
Hearing Date:	
Entered by:	mglaeser@cityofmadison.com
Published Date:	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/19/2025	Michael Haas	Approved as to Form	1/8/2026
1	2	1/6/2026	Robert Mulcahy	Approve	1/8/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	12/19/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Board of Public Works (1/14/26), Common Council (1/27/26)

Text of Legislative File 91326

Fiscal Note

No Funds Required.

Title

Amending portions of 10.053 of the Madison General Ordinances to update the Small Cell Ordinance to bring it in line with State law.

Body

DRAFTER'S ANALYSIS: The City adopted ORD-19-00037 (Legistar File # 55033) on May 21, 2019, which ordinance created MGO Sec. 10.053 and a permitting process for telecommunications providers to place certain wireless facilities within the City's right-of-way. The City's ordinance was based upon FCC orders and State laws in effect at the time it was drafted. However, on July 10, 2019, the State enacted 2019 Wis Act 14, which statute created Wis. Stat. § 66.0414. That statute sets certain limits on the City's ability to regulate small cell facilities in the right-of-way. It has been pointed out to the City that an existing exception under State law for certain micro wireless facilities is not included in our ordinance's list of exceptions. Even though State law precludes the City's enforcement of the ordinance against such facilities, this amendment will expressly add that exception to the ordinance to make it clear such facilities are exempt from the ordinance. In addition, other changes are being made to directly incorporate relevant portions of the statute into the City's ordinance to ensure City compliance with the statute.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (1) entitled "Definitions" of Section 10.053 entitled "Wireless Telecommunications Facilities in the Right-of-Way" of the Madison General Ordinances is amended as follows:

"(1) Definitions. For the purposes of this Section, in addition to the definitions provided in Wis. Stat. Sec. 66.0414(1), the following definitions apply:"

2. Subsection (2) entitled "Purpose" of Section 10.053 entitled "Wireless Telecommunications Facilities in the Right-of-Way" of the Madison General Ordinances is amended as follows:

"(2) Purpose. In the exercise of its police powers, the City has priority over all other uses of the right-of-way. The purpose of this Section is to provide the City with a process for managing, and uniform standards for acting upon, requests for the placement of wireless telecommunications facilities within the right-of-way consistent with the City's obligation to promote the public health, safety, and welfare; to manage the right-of-way; and to ensure that the public's use is not obstructed or incommoded by the use of the right-of-way for the placement of wireless telecommunications facilities. The City recognizes the importance of wireless telecommunications facilities to provide high-quality communications and internet access services to residents and businesses within the City. The City also recognizes its obligation to comply with applicable Federal and State laws regarding the placement of wireless telecommunications facilities in the right-of-way including, without limitation, the Telecommunications Act of 1996 (47 U.S.C. § 151 et seq.), Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012, Wis. Stat. ~~§~~ Secs. 66.0414, 182.017, and ~~Wis. Stat. §~~ 196.58, and this Section shall be interpreted consistent with those provisions. This Section is intended to be complimentary to Section 10.05."

3. Paragraph 5 of Subdivision (b) entitled "Exempt Facilities" of Subsection (3) entitled "Scope" of Section 10.053 entitled "Wireless Telecommunications Facilities in the Right-of-Way" of the Madison General Ordinances is amended as follows:

"5. Modification or replacement of an existing wireless telecommunications facility ~~that does not require a street excavation permit under Section 10.05 or a street occupation permit under Section 10.055, and~~ if the ~~work does not change the visual or audible characteristics of the wireless telecommunications facility~~ is substantially similar to, or the same size or smaller than, the existing small wireless facility."

4. Paragraph 6 of Subdivision (b) entitled "Exempt Facilities" of Subsection (3) entitled "Scope" of Section 10.053 entitled "Wireless Telecommunications Facilities in the Right-of-Way" of the Madison General Ordinances is created as follows:

"6. The installation, placement, maintenance, operation, or replacement of micro wireless facilities that are strung on cables between existing utility poles in compliance with the National Electrical Safety Code."

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91435

File ID:	91435	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/07/2026
File Name:	May-Moore Sugar Maple Lane Watts Rd Attachment			**Final Action:**	

Title: Creating Section 15.01(665) of the Madison General Ordinances entitled “City Boundaries" and being part of the chapter entitled “Alder Districts and Wards" attaching lands located adjacent to the Birchwood Point and 1000 Oaks subdivisions from the Town of Middleton , creating Section 15.02(137) of the Madison General Ordinances to attach the property to Ward 137, amending 15.03(1) to add Ward 137 to Alder District 1, and assigning a temporary zoning classification of Temp. A (Agricultural) District. (District 1)

Notes: 7026SugarMapleWattsAttach

CC Agenda Date: 01/13/2026

Agenda Number: 85.

Sponsors: Satya V. Rhodes-Conway

Effective Date:

Attachments: May Attachment Worksheet_Initial_01-05-26.pdf, Attachment Map_May-Moore-Sugar Maple.pdf, Attachment Map_Watts Road.pdf

Enactment Number:

Author: Kate Smith

Hearing Date:

Entered by: mglaeser@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1		Michael Haas		
1	2		Maggie McClain		

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	01/07/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Common Council (1/27/26)

Text of Legislative File 91435

Fiscal Note

[Enter Fiscal Note Here]

Title

Creating Section 15.01(665) of the Madison General Ordinances entitled “City Boundaries" and being part of the chapter entitled “Alder Districts and Wards" attaching lands located adjacent to the Birchwood Point and 1000 Oaks subdivisions from the Town of Middleton , creating Section 15.02(137) of the Madison General Ordinances to attach the property to Ward 137, amending 15.03(1) to add Ward 137 to Alder District 1, and assigning a temporary zoning classification of Temp. A (Agricultural) District. (District 1)

Body

DRAFTER’S ANALYSIS: This ordinance attaches a section of Watts Road constructed with the Birchwood Point development but still located in the Town of Middleton. The ordinance will also attach land adjacent to the Birchwood Point and 1000 Oaks subdivisions, a portion of which will be dedicated to the City for the completion of Sugar Maple Lane between Blue Crane Run and Hazy Sky Parkway. Finally, the ordinance assigns temporary zoning of Temp. A (Agricultural) District.

****

The Common Council of the City of Madison do hereby ordain as follows:

An ordinance to create Subsection (665) of Section 15.01 of the General Ordinances of the City of Madison entitled “City Boundaries” and being part of the chapter entitled “Alder Districts and Wards”.

A parcel of land located in the SE1/4 of the SE1/4 and the NE1/4 of the SE1/4 of Section 29, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows: Commencing at the Southeast corner of said Section 29; thence S89°35’53”W, 411.96 feet along the South line of said SE1/4; thence N00°36’52”E, 1049.17 feet to the Northwest corner of Outlot 20, Western Addition to 1000 Oaks and the Point of Beginning; thence N00°36’52”E, 187.98 feet along the East lines of Outlot 26 and 27, Southern Addition to Birchwood Point to a point of curve; thence Northeasterly along a curve to the right which has a radius of 340.00 feet and a chord which bears N10°21’54”E, 115.16 feet; thence S27°27’52”E, 88.07 feet; thence N57°50’58”E, 1.09 feet; thence S33°48’46”E, 215.26 feet to a point of curve; thence Southeasterly along a curve to the left which has a radius of 335.00 feet and a chord which bears S38°39’50”E, 56.66 feet to a point on the existing North right-of-way line of Sugar Maple Lane and the Northwest corner of Outlot 23, Western Addition to 1000 Oaks; thence S89°50’38”W, 219.47 feet along said existing North right-of-way line and the North line of Outlot 20, Western Addition to 1000 Oaks to the Point of Beginning. Said described area contains 33,268 square feet, 0.764 acres, and 0.00119 square miles.

Together with,

A parcel of land located in the NW1/4 of the SW1/4 of Section 28, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows:

Commencing at the Southeast Corner of said Section 28; thence N 00°56’27 E, 2648.52 feet to the West 1/4 Corner of said Section 28; thence N89°56'47"E, 486.13 feet along the South line of Lot 10, Silicon Prairie Business Park, to the Northwest corner of Lot 1, 1000 Oaks; thence S00°55'38"W, 492.53 feet along the West line of said Lot 1 to the Southwest corner thereof, also being the Southeast corner of Outlot 14, Southern Addition to Birchwood Point, and said

point also being on the North right-of-way line of Watts Road, and the Point of Beginning; thence S89°51'24"W, 317.76 feet along a southern line of said Southern Addition to Birchwood Point; thence Southeasterly along a curve to the left which has a radius of 490.00 feet and a chord which bears S73°32'39"E, 280.06 feet; thence N89°51'04"E, 47.88 feet; thence N00°55'38"E, 80.01 feet to the Point of Beginning. Said described area contains 18,457 square feet, 0.424 acres, and 0.0025853 square miles, more or less.

NOW, THEREFORE, the Common Council of the City of Madison do ordain as follows:

1. Subsection (137) of Section 15.01 entitled “City Boundaries” of the Madison General Ordinances is created to read as follows:

“A parcel of land located in the SE1/4 of the SE1/4 and the NE1/4 of the SE1/4 of Section 29, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows: Commencing at the Southeast corner of said Section 29; thence S89°35’53”W, 411.96 feet along the South line of said SE1/4; thence N00°36’52”E, 1049.17 feet to the Northwest corner of Outlot 20, Western Addition to 1000 Oaks and the Point of Beginning; thence N00°36’52”E, 187.98 feet along the East lines of Outlot 26 and 27, Southern Addition to Birchwood Point to a point of curve; thence Northeasterly along a curve to the right which has a radius of 340.00 feet and a chord which bears N10°21’54”E, 115.16 feet; thence S27°27’52”E, 88.07 feet; thence N57°50’58”E, 1.09 feet; thence S33°48’46”E, 215.26 feet to a point of curve; thence Southeasterly along a curve to the left which has a radius of 335.00 feet and a chord which bears S38°39’50”E, 56.66 feet to a point on the existing North right-of-way line of Sugar Maple Lane and the Northwest corner of Outlot 23, Western Addition to 1000 Oaks; thence S89°50’38”W, 219.47 feet along said existing North right-of-way line and the North line of Outlot 20, Western Addition to 1000 Oaks to the Point of Beginning. Said described area contains 33,268 square feet, 0.764 acres, and 0.00119 square miles.
Together with,
A parcel of land located in the NW1/4 of the SW1/4 of Section 28, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows:
Commencing at the Southeast Corner of said Section 28; thence N 00°56’27 E, 2648.52 feet to the West 1/4 Corner of said Section 28; thence N89°56'47"E, 486.13 feet along the South line of Lot 10, Silicon Prairie Business Park, to the Northwest corner of Lot 1, 1000 Oaks; thence S00°55'38"W, 492.53 feet along the West line of said Lot 1 to the Southwest corner thereof, also being the Southeast corner of Outlot 14, Southern Addition to Birchwood Point, and said point also being on the North right-of-way line of Watts Road, and the Point of Beginning; thence S89°51'24"W, 317.76 feet along a southern line of said Southern Addition to Birchwood Point; thence Southeasterly along a curve to the left which has a radius of 490.00 feet and a chord which bears S73°32'39"E, 280.06 feet; thence N89°51'04"E, 47.88 feet; thence N00°55'38"E, 80.01 feet to the Point of Beginning. Said described area contains 18,457 square feet, 0.424 acres, and 0.0025853 square miles, more or less.”

2. Subsection (137) of Section 15.02 entitled “Wards and Ward Boundaries” of the Madison General Ordinances is created to read as follows:

“(137) Ward 137. Commencing at the Southeast corner of said Section 29; thence S89° 35’53”W, 411.96 feet along the South line of said SE1/4; thence N00°36’52”E, 1049.17 feet to the Northwest corner of Outlot 20, Western Addition to 1000 Oaks and the Point of Beginning; thence N00°36’52”E, 187.98 feet along the East lines of Outlot 26 and 27, Southern Addition to Birchwood Point to a point of curve; thence Northeasterly along a

curve to the right which has a radius of 340.00 feet and a chord which bears N10° 21’54”E, 115.16 feet; thence S27°27’52”E, 88.07 feet; thence N57°50’58”E, 1.09 feet; thence S33°48’46”E, 215.26 feet to a point of curve; thence Southeasterly along a curve to the left which has a radius of 335.00 feet and a chord which bears S38°39’50”E, 56.66 feet to a point on the existing North right-of-way line of Sugar Maple Lane and the Northwest corner of Outlot 23, Western Addition to 1000 Oaks; thence S89°50’38”W, 219.47 feet along said existing North right-of-way line and the North line of Outlot 20, Western Addition to 1000 Oaks to the Point of Beginning.

Together with:

Commencing at the Southeast Corner of said Section 28; thence N 00°56’27 E, 2648.52 feet to the West 1/4 Corner of said Section 28; thence N89°56'47"E, 486.13 feet along the South line of Lot 10, Silicon Prairie Business Park, to the Northwest corner of Lot 1, 1000 Oaks; thence S00°55'38"W, 492.53 feet along the West line of said Lot 1 to the Southwest corner thereof, also being the Southeast corner of Outlot 14, Southern Addition to Birchwood Point, and said point also being on the North right-of-way line of Watts Road, and the Point of Beginning; thence S89°51'24"W, 317.76 feet along a southern line of said Southern Addition to Birchwood Point; thence Southeasterly along a curve to the left which has a radius of 490.00 feet and a chord which bears S73°32'39"E, 280.06 feet; thence N89°51'04"E, 47.88 feet; thence N00°55'38"E, 80.01 feet to the Point of Beginning. Said described area contains 18,457 square feet, 0.424 acres, and 0.0025853 square miles, more or less. Polling place at Blackhawk Church, 9620 Brader Way.”

3. Subsection (1) of Section 15.03 entitled “Alder Districts” of the Madison General Ordinances is amended to read as follows:

“(1) First Alder District. Wards 108, 109, 110, 111, 112, 113, 114, 124, 135, ~~and~~ 136, and 137.

4. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

Annexation/ Attachment Worksheet

[Initial, 5 January 2026]

Petition Name:	May-Moore/ Sugar Maple Lane/ Watts Road Attachments
Township:	Middleton
Date Filed with City Clerk:	17 December 2025
Date Filed with Town:	19 December 2025 (by hand delivery)
Dept. of Administration Review:	Not Required (Attachment)

Parcel Information

County Parcel Number	***Dane County Address***	***Rural Zoning***	***Existing Use***
Part of 038/0708-283-8681-0	719 Sugar Maple Lane	AT-5	Land to be attached is undeveloped agricultural land
038/0708-294-9523-0	N/A	AT-5	Unimproved future right of way
038/0708-283-8617-0	N/A	AT-5	Unimproved future right of way

Property Owner #1:	**038/0708-283-8681-0**
Name:	Ronald J. May
	Catherine L. Moore
Address:	719 Sugar Maple Lane
	Verona, WI 53593
Property Owner #2:	**038/0708-294-9523-0 and 038/0708-283-8617-0**
Name:	City of Madison
Address:	PO Box 2983
	Madison, WI 53701
Surveyor:	
Name:	Brett Stoffregan
	D'Onofrio-Kottke Associates
Address:	7530 Westward Way
	Madison, WI 53717
City Land Use Plan(s):	Comprehensive Plan (2024) – Low Residential (LR), and Park and Open Space (P) Pioneer Neighborhood Development Plan (2018) – Residential Housing Mix (HM)1, and Other Open Space & Stormwater Management
Zoning Upon Annexation:	**Temp. A (Agricultural Dist.)**
Central Urban Service Area:	In CUSA
Environmental Corridors:	Not on property to be attached
Madison Metropolitan Sewerage District Status:	**Not in MMSD – Annexation Required**

	May-Moore, et al	Watts Road	Total
Square-Footage of Attachment:	33,268	18,457	51,725
Acreage of Attachment:	0.764	0.424	1.188
Square-Mileage of Attachment:	0.00119	0. 0025853	0.0037753

Dwelling Units:	0	Note: A single-family residence located on 0708-283-8681-0 is outside the area to be attached.
Population:	0	
Electors:	0	

Tax Information by Parcel/Year	**2025**			
	-8681-0 (Whole Parcel)	**-9523-0 (Future right of way)**	**-8617-0 (Right of way)**	
Assessed Land Value:	*$307,300.00*	*$0.00*	*$0.00*	
Ass. Improvement Value:	*$522,000.00*	*$0.00*	*$0.00*	
Total Assessed Value:	*$829,300.00*	*$0.00*	*$0.00*	
First Dollar Tax Credit	*$232.83*	*$0.00*	*$0.00*	
Lottery Credit	*$77.61*	*$0.00*	*$0.00*	
Total Taxes for Year: (2025)	**$10,226.38**	**$0.00**	**$0.00**	
State of Wisconsin	*$0.00*	*$0.00*	*$0.00*	
Dane County	*$2,418.31*	*$0.00*	*$0.00*	
Town of Middleton	*$1,276.55*	*$0.00*	*$0.00*	
School District	*$6,016.86*	*$0.00*	*$0.00*	
Madison Area Technical College	*$514.66*	*$0.00*	*$0.00*	
Special Assessment:	$215.01	*$0.00*	*$0.00*	

Political	
Alder District:	1 – Duncan
Ward:	137 [NEW]
Polling Place:	Blackhawk Church – 9620 Brader Way
Supervisory District:	29
Assembly District:	80
Senate District:	27
School District(s):	Middleton-Cross Plains Area School District (3549)

Utilities and Services	
Electricity:	Wisconsin Power & Light (dba Alliant Energy) (ID 6680)
Gas:	Madison Gas & Electric (ID 3270)
Telephone:	Mid-Plains (dba TDS, Inc.) (ID 3650)
Trash District (Day):	6-A (Wednesday)

Adoption		
Petitions Before Council:	ID 91269 – May-Moore, et al ID 91406 – Watts Road	*Introduced:* 13 January 2026 *Accepted:* 27 January 2026
Ordinance Introduction:	13 January 2026	
Plan Commission Date:	N/A (Cooperative Plan)	
Ordinance Adoption:	**27 January 2026 (Scheduled)**	
Ordinance Number (ID):		
Effective Date:		

Legal Descriptions:

A parcel of land located in the SE1/4 of the SE1/4 and the NE1/4 of the SE1/4 of Section 29, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows:
Commencing at the Southeast corner of said Section 29; thence S89°35’53”W, 411.96 feet along the South line of said SE1/4; thence N00°36’52”E, 1049.17 feet to the Northwest corner of Outlot 20, Western Addition to 1000 Oaks and the Point of Beginning; thence N00°36’52”E, 187.98 feet along the East lines of Outlot 26 and 27, Southern Addition to Birchwood Point to a point of curve; thence Northeasterly along a curve to the right which has a radius of 340.00 feet and a chord which bears N10°21’54”E, 115.16 feet; thence S27°27’52”E, 88.07 feet; thence N57°50’58”E, 1.09 feet; thence S33°48’46”E, 215.26 feet to a point of curve; thence Southeasterly along a curve to the left which has a radius of 335.00 feet and a chord which bears S38°39’50”E, 56.66 feet to a point on the existing North right-of-way line of Sugar Maple Lane and the Northwest corner of Outlot 23, Western Addition to 1000 Oaks; thence S89°50’38”W, 219.47 feet along said existing North right-of-way line and the North line of Outlot 20, Western Addition to 1000 Oaks to the Point of Beginning. Said described area contains 33,268 square feet, 0.764 acres, and 0.00119 square miles.

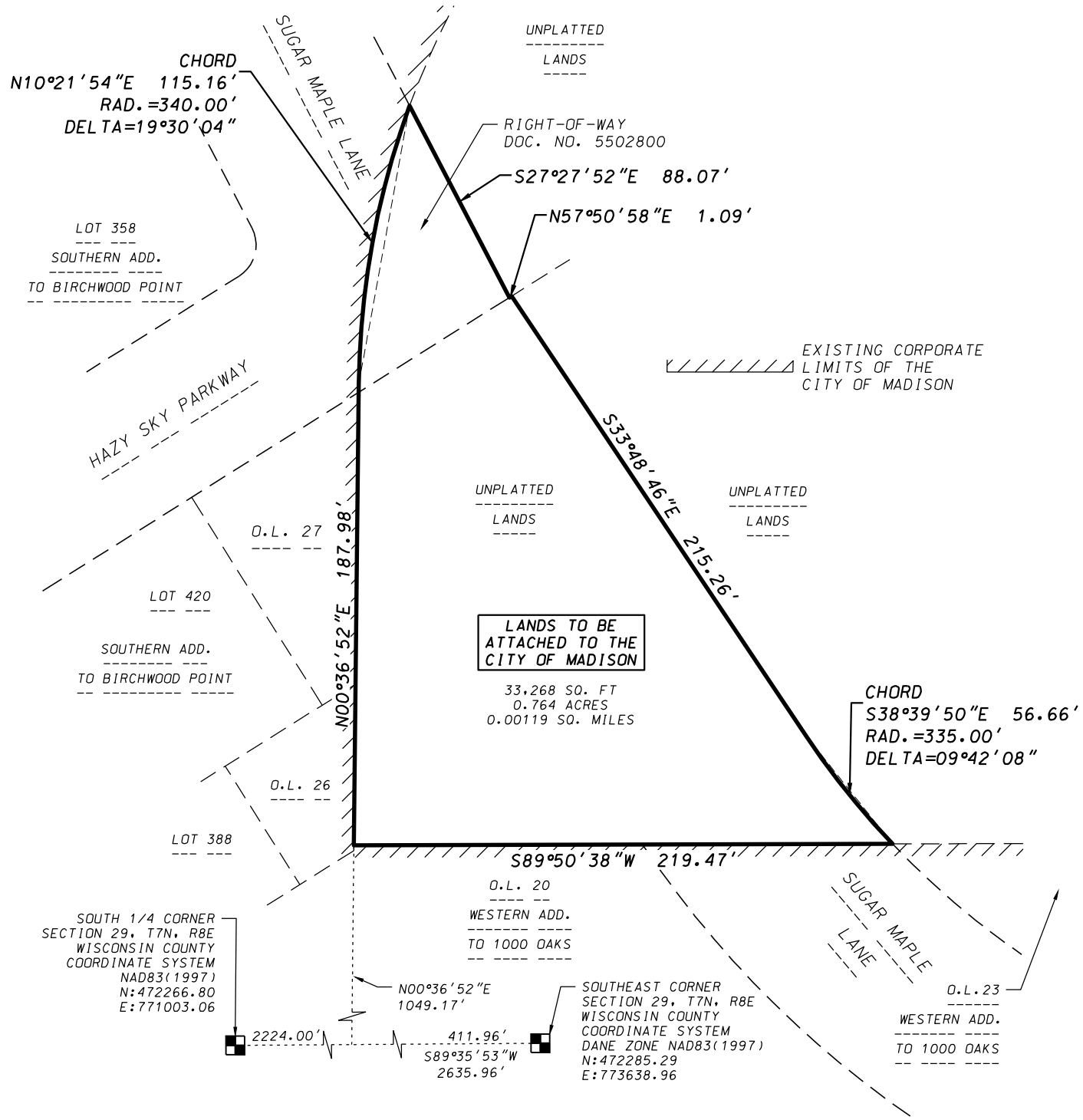
Together with,

A parcel of land located in the NW1/4 of the SW1/4 of Section 28, T7N, R8E, Town of Middleton, Dane County, Wisconsin more particularly described as follows:

Commencing at the Southeast Corner of said Section 28; thence N 00°56’27 E, 2648.52 feet to the West 1/4 Corner of said Section 28; thence N89°56'47"E, 486.13 feet along the South line of Lot 10, Silicon Prairie Business Park, to the Northwest corner of Lot 1, 1000 Oaks; thence S00°55'38"W, 492.53 feet along the West line of said Lot 1 to the Southwest corner thereof, also being the Southeast corner of Outlot 14, Southern Addition to Birchwood Point, and said point also being on the North right-of-way line of Watts Road, and the Point of Beginning; thence S89°51'24"W, 317.76 feet along a southern line of said Southern Addition to Birchwood Point; thence Southeasterly along a curve to the left which has a radius of 490.00 feet and a chord which bears S73°32'39"E, 280.06 feet; thence N89°51'04"E, 47.88 feet; thence N00°55'38"E, 80.01 feet to the Point of Beginning. Said described area contains 18,457 square feet, 0.424 acres, and 0.0025853 square miles, more or less.

EXHIBIT II

SCALE MAP OF LANDS TO BE ATTACHED TO THE CITY OF MADISON



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089

YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

0 60'

Scale 1" = 60'

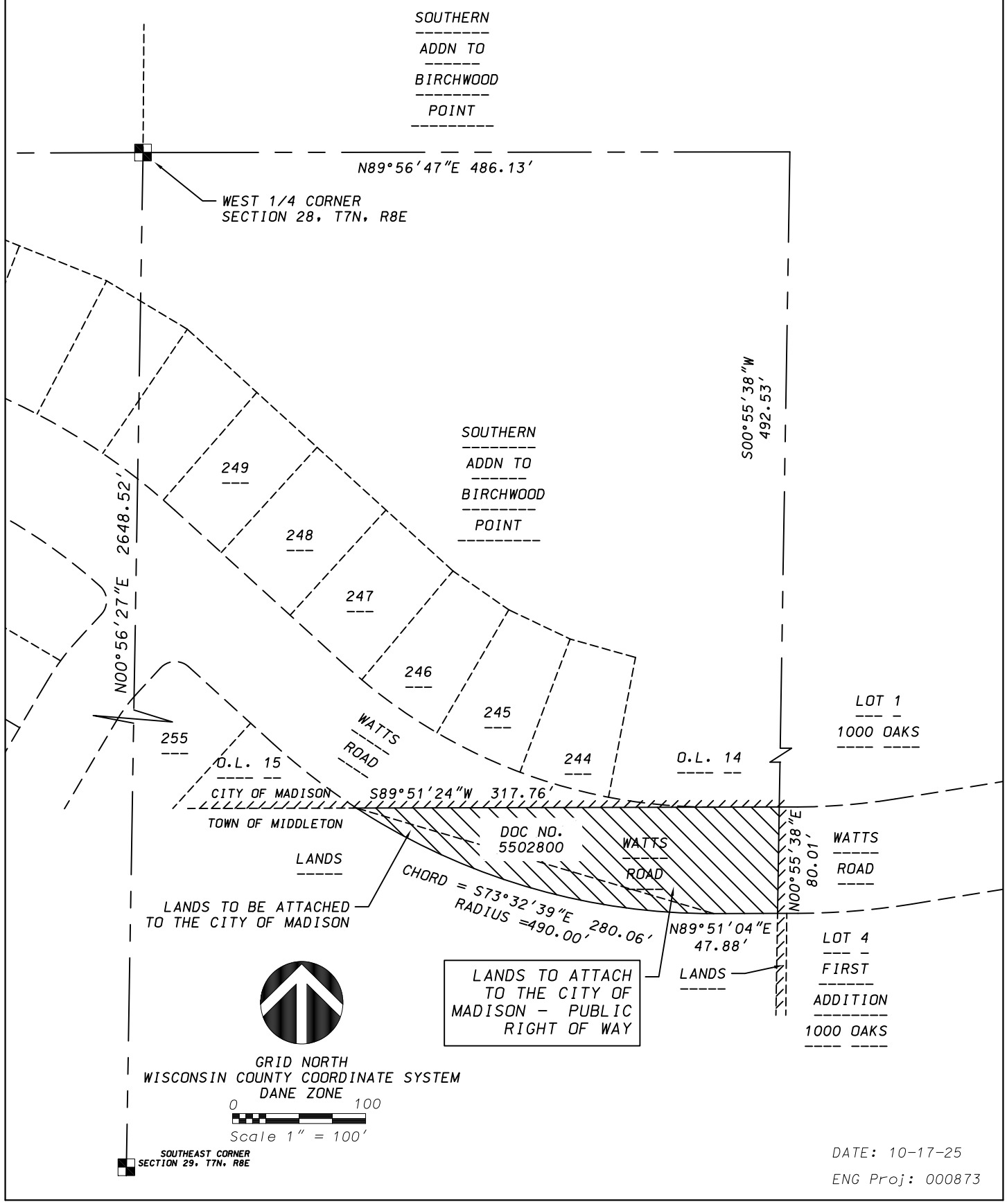
GRID NORTH
WISCONSIN COUNTY
COORDINATE SYSTEM
DANE ZONE NAD83(1997)
THE SOUTH LINE OF THE
SE1/4 OF SECTION 29, T7N, R8E
BEARS S89°35'53"W

DATE: 10-13-25

F.N.: 25-07-103

ATTACHMENT MAP – EXHIBIT "B"

PART OF THE NW1/4 OF THE SW1/4 OF SECTION 28, T7N, R8E, TOWN OF MIDDLETON, DANE COUNTY, WISCONSIN



DATE: 10-17-25

ENG Proj: 000873

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91437

File ID:	91437	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/07/2026
File Name:	Business and Economic Resources Committee			**Final Action:**	

Title: Repealing Section 9.12, repealing and recreating Section 33.17 to combine the Vending Oversight Committee and Economic Development Committee into the new Business and Economic Resources Committee (BERC), and updating references throughout the Madison General Ordinances.

Notes: 7025BusinessEconomicResourceCommittee

		CC Agenda Date:	01/13/2026
		Agenda Number:	86.
Sponsors:	Satya V. Rhodes-Conway, John W. Duncan, Sabrina V. Madison And Michael E. Verveer	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Lara Mainella	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1		Michael Haas		
1	2		Khadidiatou Dia		

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	01/07/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Common Council Executive Committee (2/10/26), Economic Development Committee (1/21/26), Vending Oversight Committee (1/28/26), Common Council (2/24/26)

Text of Legislative File 91437

Fiscal Note

[Enter Fiscal Note Here]

Title

Repealing Section 9.12, repealing and recreating Section 33.17 to combine the Vending Oversight Committee and Economic Development Committee into the new Business and Economic Resources Committee (BERC), and updating references throughout the Madison General Ordinances.

Body

[Enter Body Here]

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91151

File ID:	91151	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/05/2025
File Name:	CSM - 7604 Femrite Dr			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by the Samuel L. and Elaine A. Gundlach Survivor's Trust located at 7604 Femrite Drive (District 16).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	87.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/5/2025	Maggie McClain	Approve	12/25/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	12/05/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council (1/27/26)					

Text of Legislative File 91151

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by the Samuel L. and Elaine A. Gundlach Survivor's Trust located at 7604 Femrite Drive (District 16).

Body
WHEREAS a Certified Survey Map of property owned by the Samuel L. and Elaine A. Gundlach Survivor's Trust located at 7604 Femrite Drive, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this land division, and that the Council recognizes and adopts said revised boundaries.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

LAND USE APPLICATION - INSTRUCTIONS & FORM

LND-A

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

FOR OFFICE USE ONLY:

Date Received 12/1/25 11:33 a.m.

Paid

☐ Initial Submittal

☐ Revised Submittal

All Land Use Applications must be filed with the Zoning Office. Please see the revised submittal instructions on Page 1 of this document.

This completed form is required for all applications for Plan Commission review except subdivisions or land divisions, which should be filed using the Subdivision Application. If your project requires both Land Use and Urban Design Commission (UDC) submittals, a completed UDC Application and accompanying submittal materials are also required to be submitted.

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

APPLICATION FORM

1. Project Information

Address (list all addresses on the project site):
2401 Grimm St., Madison, WI

Title: Mad Town Skate

2. This is an application for (check all that apply)

- ☐ Zoning Map Amendment (Rezoning) from _____ to _____
- ☐ Major Amendment to an Approved Planned Development - General Development Plan (PD-GDP)
- ☐ Major Amendment to an Approved Planned Development - Specific Implementation Plan (PD-SIP)
- ☐ Review of Alteration to Planned Development (PD) (by Plan Commission)
- ☑ Conditional Use or Major Alteration to an Approved Conditional Use
- ☐ Demolition Permit ☐ Other requests _____

3. Applicant, Agent, and Property Owner Information

Applicant name Justin Alling Company Mad Town Skate
Street address _____ City/State/Zip _____
Telephone 608-334-5109 Email [redacted]

Project contact person Steve Shulfer Company Sketchworks Architecture
Street address 2501 Parmenter St., suite 300A City/State/Zip Middleton, WI 53562
Telephone 608-836-7570 Email [redacted]

Property owner (if not applicant) Dane County Airport
Street address 210 MLK Jr BLVD #114 City/State/Zip Madison, WI 53703-3342
Telephone _____ Email _____

APPLICATION FORM (CONTINUED)

5. Project Description

Provide a brief description of the project and all proposed uses of the site:

New use operator tenant for an indoor skate rink with concessions to be located in an existing building. No exterior work is intended.

Proposed Square-Footages by Type:

Overall (gross): 23524 Commercial (net): 23524 Office (net): _____

Industrial (net): 0 Institutional (net): 0

Proposed Dwelling Units by Type (if proposing more than 8 units):

Efficiency: 0 1-Bedroom: 0 2-Bedroom: 0 3-Bedroom: 0 4 Bedroom: 0 5-Bedroom: 0

Density (dwelling units per acre): 0 Lot Area (in square feet & acres): _____

Proposed On-Site Automobile Parking Stalls by Type (*if applicable*):

Surface Stalls: 67 Under-Building/Structured: 0 Electric Vehicle-ready[1]: 0 Electric Vehicle-installed[1]: 0

Proposed On-Site Bicycle Parking Stalls by Type (*if applicable*): [1] See Section 28.141(8)(e), MGO for more information

Indoor (long-term): 0 Outdoor (short-term): 10

Scheduled Start Date: 1/15/2026 **Planned Completion Date:** 3/1/2026

6. Applicant Declarations

☑ **Pre-application meeting with staff.** Prior to preparation of this application, the applicant is strongly encouraged to discuss the proposed development and review process with Zoning and Planning Division staff. Note staff persons and date.

Planning staff (notification from Applicant) / Colin Punt: 7/14/2023 Date 11/1/2025; 7/14/2023

Zoning staff Justin Moskowitz Date 11/11/2025; 7/14/2023

☐ **Posted notice of the proposed demolition on the** City's Demolition Listserv (if applicable). Date Posted _____

☐ Public subsidy is being requested (indicate in letter of intent)

☑ **Pre-application notification:** The zoning code requires that the applicant notify the district alder and all applicable neighborhood and business associations **in writing no later than 30 days prior to FILING this request**. Evidence of the pre-application notification or any correspondence granting a waiver is required. List the alderperson, neighborhood association(s), business association(s), AND the dates notices were sent.

District Alder Julia Matthews, District 12 Date 11/1/2025

Neighborhood Association(s) none (near Carpenter Ridgeway Neighborhood Assoc.) Date 11/17/2025

Business Association(s) Northside Business Association Date 11/17/2025

The applicant attests that this form is accurately completed and all required materials are submitted:

Name of applicant Justin Alling Relationship to property Tenant/Operator

Authorizing signature of property owner _____ Date 12/1/2026

STATEMENT OF PUROSE AND INTENT

IN RE 7604 FEMRITE DRIVE, CITY OF MADISON

PARCL NO, 251/0710-244-0107-9

The undersigned is the attorney for the owners of the above-referenced parcel, The Samuel L Gundlach and Elaine A. Gundlach Family Trust, dated August 3, 2006, and The Elaine A. Gundlach Survivor's Trust, dated August 3, 2006.

The purpose of the proposed CSM is to clean up the legal description for the parcel related to a mapping issue found by Assistant City Engineer Jeff Quamme and resolved with the assistance of Assistant City Doren Viste. The parcel for the time being, until development ultimately happens, will remain a single parcel, zoned A, and remain in agricultural use.

If you have any questions or need any additional materials, please advise.

Date: 11-14-2025

Fuhrman & Dodge, S.C.

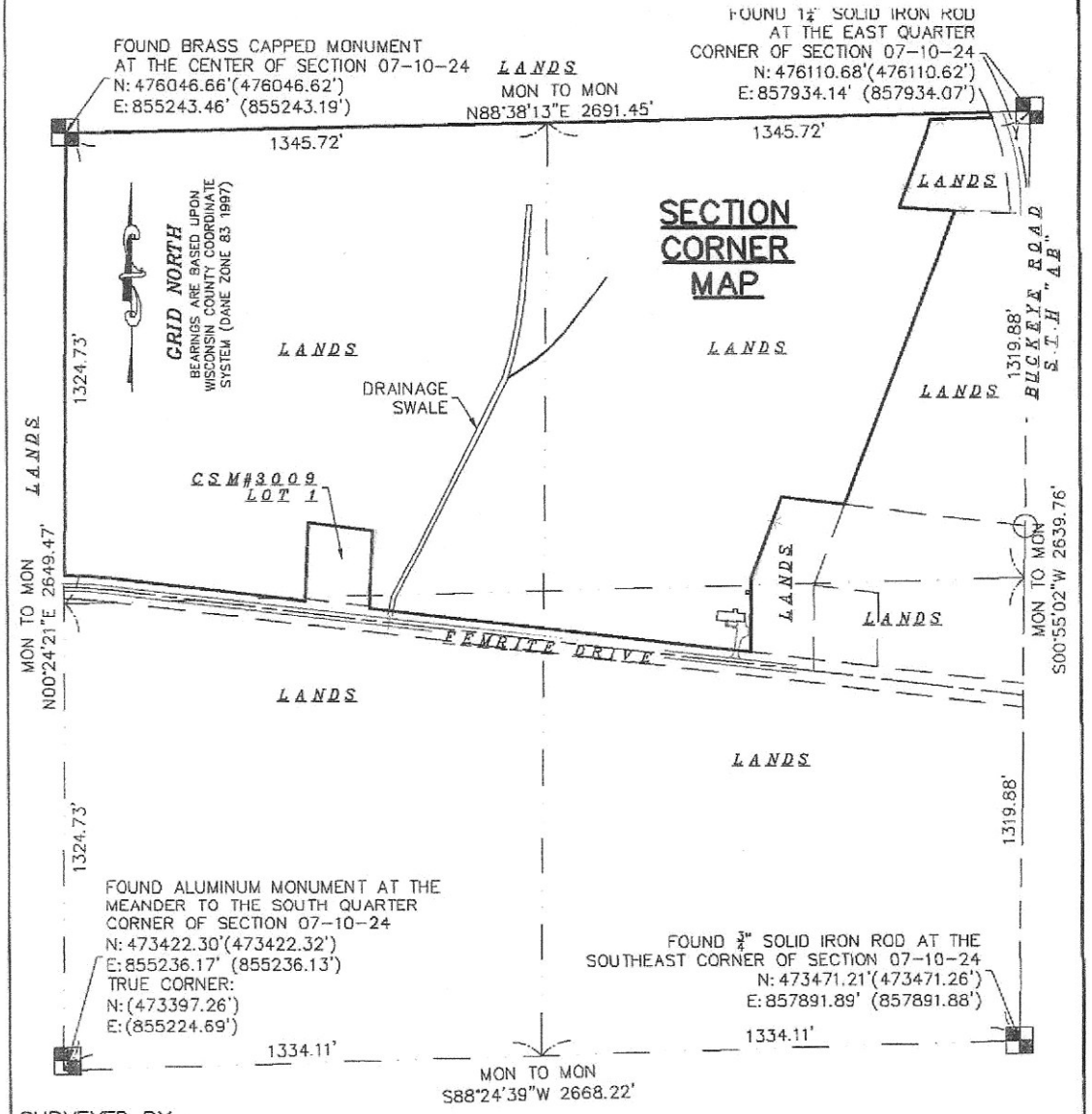
Ronald M. Trachtenberg, Esq.

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

0 200 400 800 1200

SCALE : ONE INCH = FOUR HUNDRED FEET



SURVEYED BY :

Burse
surveying & engineering Inc.
2801 International Lane, Suite 101
Madison, WI 53704 608.250.9263
Fax: 608.250.9266
email: mburse@bse-inc.net
www.burseasurveyengr.com

MAP NO. _____

DOCUMENT NO. _____

VOLUME ____ PAGES _____

Date: October 27, 2025
Plot View: CSM 1
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

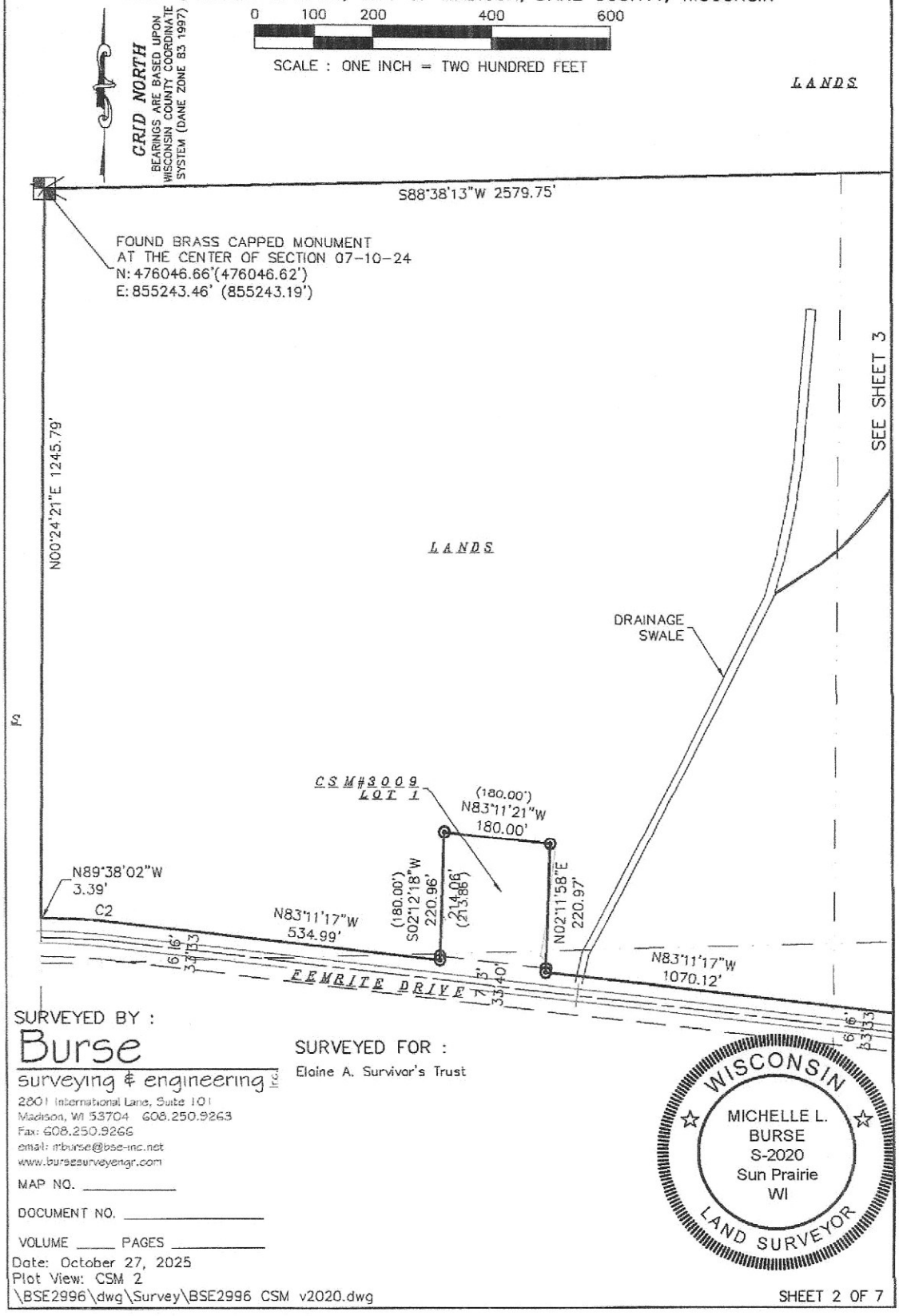
SURVEYED FOR :
Elaine A. Survivor's Trust

SEE SHEET 5 FOR LEGEND

WISCONSIN
MICHELLE L. BURSE
S-2020
Sun Prairie
WI
LAND SURVEYOR

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



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email: mburse@bse-inc.net
www.burseurveyengr.com

SURVEYED FOR :

Elaine A. Survivor's Trust

WISCONSIN
MICHELLE L. BURSE
S-2020
Sun Prairie WI
LAND SURVEYOR

MAP NO. _____

DOCUMENT NO. _____

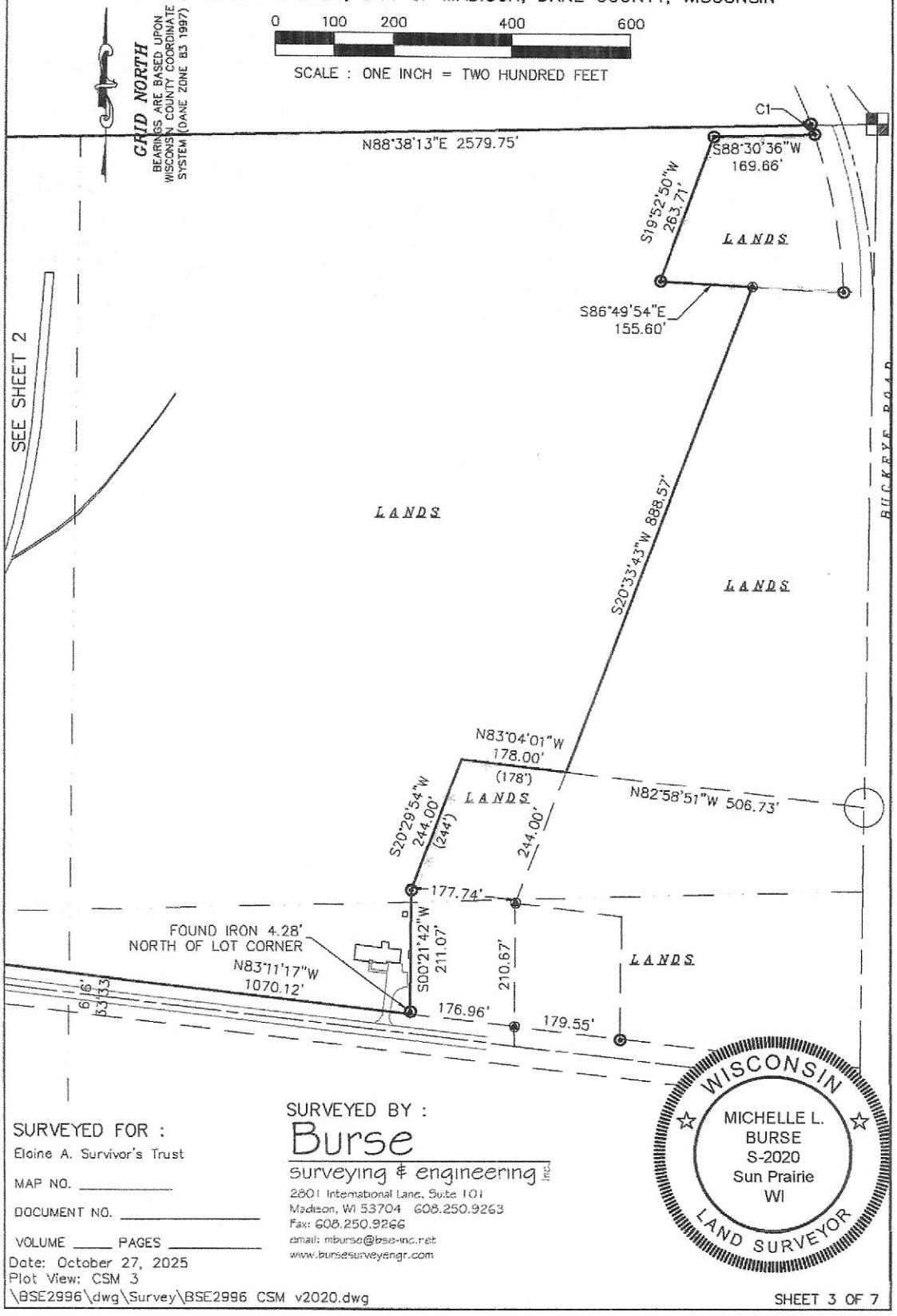
VOLUME _____ PAGES _____

Date: October 27, 2025
Plot View: CSM 2
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

SHEET 2 OF 7

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



SURVEYED FOR :
Eloine A. Survivor's Trust

MAP NO. _____

DOCUMENT NO. _____

VOLUME ____ PAGES _____

Date: October 27, 2025
Plot View: CSM 3
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

SURVEYED BY :
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surveying & engineering Inc.
2801 International Lane, Suite 101
Madison, WI 53704 608.250.9263
Fax: 608.250.9266
email: mburse@bse-inc.net
www.bursesurveyengr.com

WISCONSIN
MICHELLE L. BURSE
S-2020
Sun Prairie WI
LAND SURVEYOR

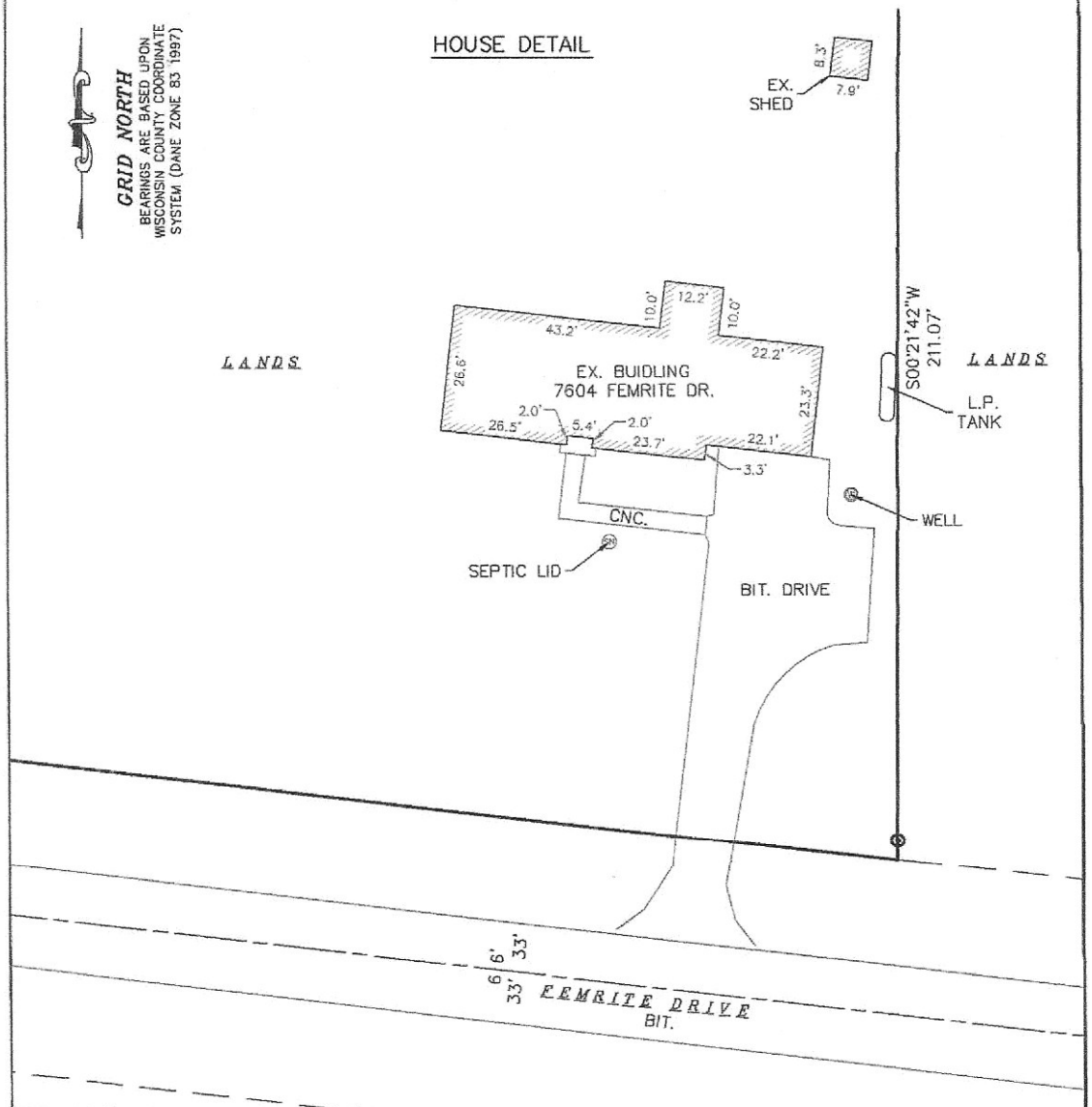
SHEET 3 OF 7

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

0 30 60 90

SCALE : ONE INCH = THIRTY FEET



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email: mburse@bse-inc.net
www.bursesurveyengr.com

MAP NO. _____

DOCUMENT NO. _____

VOLUME _____ PAGES _____

Date: October 27, 2025
Plot View: CSM 4
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

SURVEYED FOR :
Elaine A. Survivor's Trust

WISCONSIN
MICHELLE L. BURSE
S-2020
Sun Prairie
WI
LAND SURVEYOR

SHEET 4 OF 7

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

LEGEND

◉	1" IRON PIPE FOUND
●	3/4" SOLID IRON ROD FOUND (UNLESS NOTED)
○	3/4" X 18" SOLID IRON RE-ROD SET, WT. 1.50 lbs./ft.
◉	1" PINCHED IRON PIPE FOUND
( )	INDICATES RECORDED AS
——— x ———	FENCE

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.
BUILDINGS ARE MEASURED TO THE NEAREST TENTH OF A FOOT.

DESCRIPTION FURNISHED: (Quit Claim Deed Doc. No. 3130471

The West 1/2 of the Southeast 1/4 and part of the East 1/2 of the Southeast 1/4 of Section 24, Township 7 North, Range 10 East, in the Town of Blooming Grove, Dane County, Wisconsin, described as follows: commencing at the Northwest corner of said East 1/2 of the Southeast 1/4; thence East 75 rods; thence South 1 rod; thence West 10 rods; thence South 10 rods; thence East 10 rods; thence Southwest to a point on the South line of the Northeast 1/4 of the Southeast 1/4, 35 rods West of the Southeast corner thereof; thence South 27 1/2 rods; thence West 45 rods; thence North to the place of beginning.

Excepting from the above lands, land described as follows: Beginning at a point on the South line of the Northeast 1/4 of the Southeast 1/4 of said Section 24, which is 577.5 feet West of the Southeast corner thereof; thence North 19 degrees 51' East along the Easterly line of parcel of land described in Volume 497 page 410 as found in said Register's office, for a distance of 244.0 feet; thence North Westerly parallel to center line of highway located in the Southeast 1/4 of the Southeast 1/4 for a distance of 178.0 feet; thence South 19 degrees 51' West, 244.0 feet; thence Southeasterly 178.0 feet to the point of beginning.

Also excepting that part of the East 1/2 of the Southeast 1/4 of said Section 24, described as follows: Beginning at a point on the South line of the Northeast 1/4 of the Southeast 1/4 of said Section 24 which is 577.5 feet West of the Northeast corner of the Southeast 1/4 of the Southeast 1/4 of Section 24; thence South 244 feet to the center line of State Highway No. 12; thence Northwesterly along and upon the center line of said highway 178 feet; thence North 244 feet; thence Southeasterly parallel to the highway 178 feet to the place of beginning.

Also except U.S. Highway 12 and 18.

Also excepting that part described in Warranty Deed recorded July 21, 1967 in Vol. 837 of Deeds, page 475, as Document No. 1190270.

This description contains 17,598 square feet

SURVEYOR'S CERTIFICATE:

I, Michelle L. Burse, Professional Land Surveyor, No. 2020, hereby certify that the foregoing survey was executed under my direction and control, and that said survey meets the minimum standards for property surveys of the Wisconsin Administrative Code (A-E7), and the map hereon is correct to the best of my knowledge and belief.

Dated this _____ day of _____, 202_.

Signed: _____
Michelle L. Burse, P.L.S. No. 2020

SURVEYED FOR :
Elaine A. Survivor's Trust

SURVEYED BY :
Burse
surveying & engineering Inc
2601 International Lane, Suite 101
Madison, WI 53704 608.250.9263
Fax: 608.250.9266
email: mburse@bse-inc.net
www.bursesurveyengr.com

WISCONSIN
MICHELLE L. BURSE
S-2020
Sun Prairie
WI
LAND SURVEYOR

MAP NO. _____

DOCUMENT NO. _____

VOLUME _____ PAGES _____

Date: October 27, 2025
Plot View: CSM 5
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

Elaine A. Survivor's Trust, as owner, does hereby certify that it caused the land described on this Certified Survey Map to be surveyed, divided, mapped, and dedicated as represented on sheet 1. It also certify that this Certified Survey Map is required by s.236.34 to be submitted to the following for approval or objection.

City of Madison

WITNESS the hand and seal of said owners, this ___ day of _____, 202_.

_____
Alan Gundlach, Trustee of the Elaine A. Survivor's Trust dated August 3, 2006

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this __ day of _____, 202_, the above named Alan Gundlach, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public: _____

My commission expires/is permanent: _____

SURVEYED FOR :
Elaine A. Survivor's Trust

SURVEYED BY :
Burse
surveying & engineering Inc
2801 International Lane, Suite 101
Madison, WI 53704 608.250.9263
Fax: 608.250.9266
email: mburse@bse-inc.net
www.bursesurveyengr.com

WISCONSIN
MICHELLE L. BURSE S-2020 Sun Prairie WI
LAND SURVEYOR

MAP NO. _____

DOCUMENT NO. _____

VOLUME ____ PAGES _____

Date: October 27, 2025
Plot View: CSM 6
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

CERTIFIED SURVEY MAP No. _____

LOCATED IN ALL QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

CITY OF MADISON COMMON COUNCIL APPROVAL

Resolved that this Certified Survey Map located in the City of Madison was hereby approved by Enactment Number _____, File I.D. Number_____, adopted on the ___ day of _____, 202_, and that said Enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this ___ day of _____, 202_.

_____
Maribeth Witzel-Behl, City Clerk
City of Madison, Dane County, Wisconsin

SURVEYED FOR :
Elaine A. Survivor's Trust

SURVEYED BY :
Burse
surveying & engineering Inc
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Madison, WI 53704 608.250.9263
Fax: 608.250.9266
email: mburse@bse-inc.net
www.bursesurveyengr.com

MAP NO. _____

DOCUMENT NO. _____

VOLUME _____ PAGES _____

Date: October 27, 2025
Plot View: CSM 7
\BSE2996\dwg\Survey\BSE2996 CSM v2020.dwg

WISCONSIN
MICHELLE L. BURSE S-2020 Sun Prairie WI
LAND SURVEYOR

Office of the Register of Deeds
_____ County, Wisconsin
Received for Record
_____, 20___ at
_____ o'clock __M as
Document No. _____
in _____
_____
_____

_____
Register of Deeds

CSM

Metes and Bounds Description

Located in all Quarters of the Southeast Quarter of Section 24. Township 07 North, Range 10 East, City of Madison, Dane County, Wisconsin, more fully described as follows:

Commencing at the East Quarter Corner of said Southeast Quarter of Section 24;
thence South 88 degrees 38 minutes 13 seconds West along the north line of said Southeast Quarter, 111.70 feet to a point of curvature and the Point of Beginning;
thence 17.50 feet along a curve to the right, having a radius of 905.40 feet, a central angle of 88 degrees 53 minutes 34 seconds and a long chord that bears South 19 degrees 49 minutes 50 seconds East, 17.50 feet, to the point of tangency thereof;
thence South 88 degrees 30 minutes 36 seconds West, 169.66 feet;
thence South 19 degrees 52 minutes 50 seconds West, 263.71 feet;
thence South 86 degrees 49 minutes 54 seconds East, 155.60 feet;
thence South 20 degrees 33 minutes 43 seconds West, 888.57 feet;
thence North 83 degrees 04 minutes 01 seconds West 178.00 feet;
thence South 20 degrees 29 minutes 54 seconds West 244.00 feet;
thence South 00 degrees 21 minutes 42 seconds West, 211.07 feet to the northerly right-of-way line of Femrite Drive;
thence North 83 degrees 11 minutes 17 seconds West along said northerly right-of-way line, 1070.12 feet;
thence North 02 degrees 11 minutes 58 seconds East, 220.97 feet;
thence North 83 degrees 11 minutes 21 seconds West, 180.00 feet;
thence South 02 degrees 12 minutes 18 seconds West, 220.96 feet to said northerly right-of-way line;
thence North 83 degrees 11 minutes 17 seconds West along said northerly right-of-way line, 534.99 feet to a point of curvature;
thence 138.72 feet along a curve to the left, having a radius of 1233.00 feet, a central angle of 83 degrees 33 minutes 15 seconds and a long chord that bears North 86 degrees 24 minutes 40 seconds West, 138.64 feet, to the point of tangency thereof;
thence North 89 degrees 38 minutes 02 seconds West to the west line of said Southeast Quarter, 3.39 feet;
thence North 00 degrees 24 minutes 21 seconds East along said west line, 1245.79 feet to the Center of said Section 24 and the north line of said Southeast Quarter;
thence North 88 degrees 38 minutes 13 seconds East along said north line; 2579.75 feet to the Point of Beginning.

This description contains 3,069,749 square feet or 70.4717acres.

Bearings are based upon the Wisconsin County Coordinate System – Dane Zone

Prepared By:
Burse Surveying and Engineering, Inc.
2801 International Lane, Suite 101
Madison WI, 53704

M:\BSE2996\Documents\Descriptions\Metes and Bounds Description.docx

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91294

File ID:	91294	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/18/2025
File Name:	CSM - 2103 Sherman Ave			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by 2211 Fordem Ave, LLC located at 2103 Sherman Avenue (District 12).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	88.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	CSM Application.pdf, CSM Letter of Intent.pdf, Proposed CSM.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/18/2025	Maggie McClain	Approve	1/7/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	12/18/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Plan Commission (2/2/26), Common Council (2/10/26)

Text of Legislative File 91294

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by 2211 Fordem Ave, LLC located at 2103 Sherman Avenue (District 12).

Body
WHEREAS a Certified Survey Map of property owned by 2211 Fordem Ave, LLC located at 2103 Sherman Avenue, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison 12/12/25 3:40 p.m.
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: 2211 Fordem Ave, LLC Representative, if any: Jon Powers/Powers Contracting and Development
Street address: 1955 Atwood Avenue, Suite 201 City/State/Zip: Madison, WI 53704
Telephone: (608) 514-2857 Email: [redacted]

Firm Preparing Survey: D'Onofrio Kottke & Assoc Contact: Brett Stoffregan
Street address: 7530 Westward Way City/State/Zip: Madison, WI 53717
Telephone: (608) 833-7530 Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 2103 Sherman Avenue
Tax Parcel Number(s): 0709-121-0106-4
Zoning District(s) of Proposed Lots: NMX School District: Madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1		0.7
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	1		0.7

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: _____ Signature: _____

Date: _____ Interest In Property On This Date: _____

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717 • Phone: 608.833.7530 • www.donofrio.cc

December 8, 2025

City of Madison – Planning Department
(via email)

Re: 2103 Sherman Avenue – Certified Survey Map

To whom it may concern,

Attached are the submittal materials for a Certified Survey Map (CSM) located at 2103 Sherman Avenue. The purpose of the CSM is to combine the underlying parcels and dedicate road right-of-way at the request of the City as part of the proposed development on the parcel.

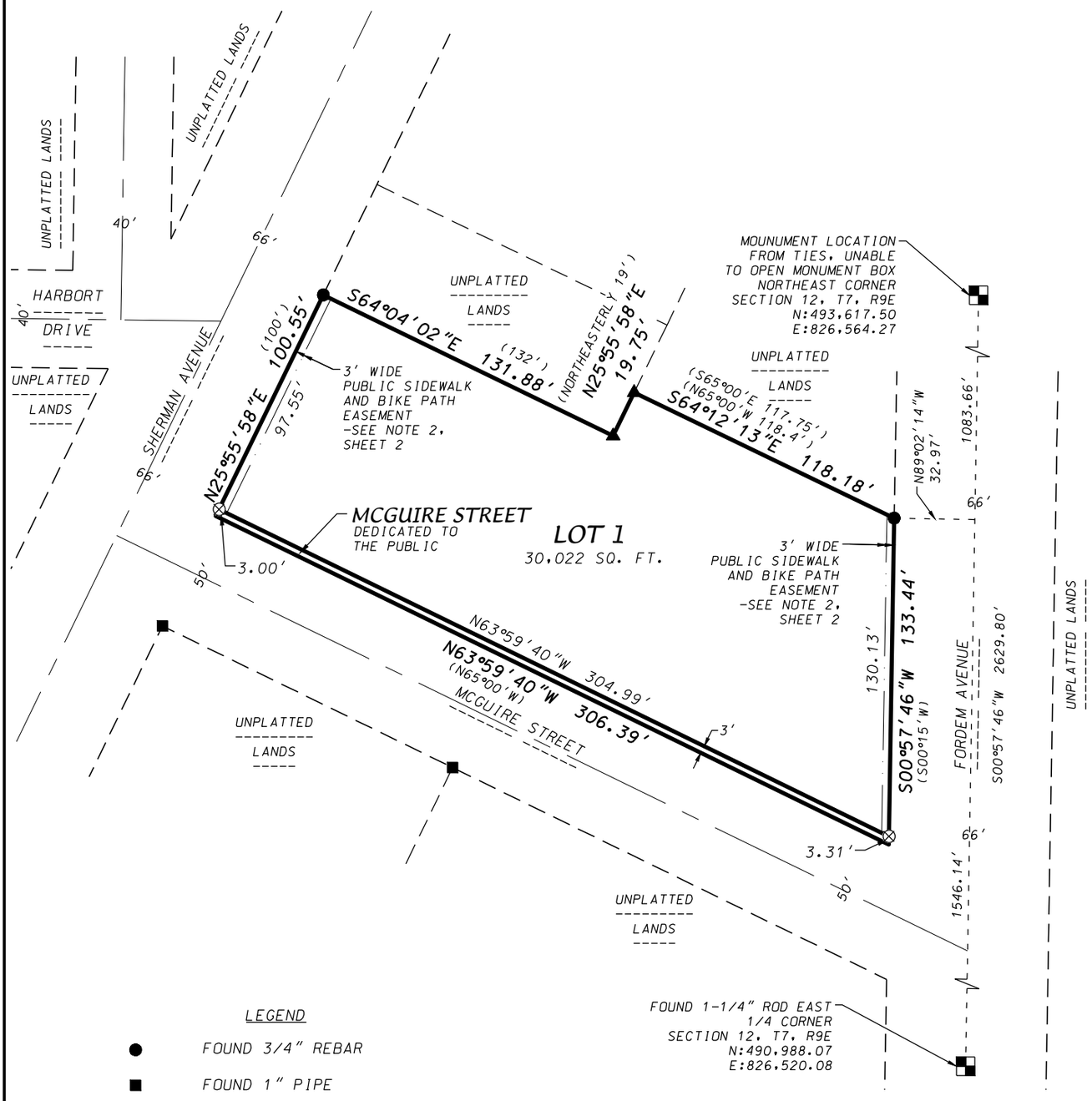
Thank you, and we look forward to your feedback.

Sincerely,
D'Onofrio, Kottke & Associates, Inc.

Brett T. Stoffregan, PLS

CERTIFIED SURVEY MAP

LOCATED IN GOVERNMENT LOT 1, BEING THE FRACTIONAL NORTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 7 NORTH , RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN



LEGEND

- ● FOUND 3/4" REBAR
- ■ FOUND 1" PIPE
- ⊗ FOUND CUT X IN CONCRETE
- ▲ FOUND MAG NAIL
- ( ) RECORDED AS INFORMATION

GRID NORTH
WISCONSIN COUNTY
COORDINATE SYSTEM
DANE COUNTY NAD83(1997)
THE EAST LINE GOVERMNEMT
LOT 1 OF SECTION 12, T7N, R9E
BEARS S00°57'46"W

0 60'

Scale 1" = 60'

SHEET: 1 OF 4

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

DATE: December 12, 2025
F.N.: 25-03-102
C.S.M. NO. _____
DOC. NO. _____
VOL. _____ SHEET _____

Dec 12, 2025–4:35pm U:\User\2503102\Drawings\CSM\2503102 CSM.dwg 1 OF 4

CERTIFIED SURVEY MAP

LOCATED IN GOVERNMENT LOT 1, BEING THE FRACTIONAL NORTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 7 NORTH , RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor, S-2742, do hereby certify that this survey is in full compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the City of Madison, Dane County, Wisconsin and under the direction of the Owners listed below, I have surveyed, divided and mapped the land described herein and that said map is a correct representation of the exterior boundaries of the land surveyed and the division thereof. Said land is described as follows:
A parcel of land located in Government Lot 1, being the fractional North 1/2 of the Northeast 1/4 of Section 12, Township 7 North, Range 9 East, City of Madison, Dane County, Wisconsin to-wit: Commencing at the Northeast corner of said Section 12; thence S00°57'46"W, 1083.66 feet along the East line of said Northeast 1/4; thence N89°02'14"W, 32.97 feet to the West right-of-way line of Fordem Avenue and point of beginning; thence S00°57'46"W, 133.44 feet along said West right-of-way line to the Northeasterly right-of-way line of McGuire Street; thence N63°59'40"W, 306.39 feet along said Northeast right-of-way line to a point on the Southeast right-of-way line of Sherman Avenue; thence N25°55'58"E, 100.55 feet along said Southeast right-of-way line; thence S64°04'02"E, 131.88 feet; thence N25°55'58"E, 19.75 feet; thence S64°12'13"E, 118.18 feet to the point of beginning. Containing 30.939 square feet (0.710 acres)

Dated this 12th day of December, 2025.

_____
Brett T. Stoffregan, Professional Land Surveyor, S-2742

NOTES

1. Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.

2. Public Sidewalk and Bike Path Easements terms and conditions:

   Creation of Easement Rights: A permanent easement over, across and within the Easement Area is established, memorialized, reserved by, granted, conveyed, transferred and assigned to the City of Madison for the uses and purposes hereinafter set forth. The Easement Area may be used by the City of Madison for public sidewalk and bike path purposes. City of Madison and its employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the public sidewalk and bike path within the Easement Area. City of Madison shall have the further right of ingress and egress to and from the Easement Area in order to exercise its rights and privileges hereunder, and to cut and remove trees, vegetation and other impediments in the Easement Area which may obstruct or interfere with the actual or potential use of the Easement Area for the foregoing purposes.

   Property Restoration: City of Madison shall repair any damage caused to any pavement, concrete or turf located within the Easement Area and/or the Property as a result of the use of the Easement Area by or on behalf of the City of Madison as provided herein. Following completion of any excavation work, City of Madison shall promptly restore the area affected by the work to the original grade and surface condition including the repair or replacement of pavement, concrete and turf.

   Limitations on Use of Easement Area: The owner of the Property shall have the right to use the Easement Area for any purpose, provided such use shall not interfere with the easement rights of the City of Madison hereunder. No buildings or structures or fences unrelated to the public use shall be constructed in and no grade change shall be made to the Easement Area without the written consent of the City of Madison's Engineering Division City Engineer.

   Binding Effect: This Easement shall run with the land described herein and shall be binding upon the owners of the Property, and their successors in interest.

   Release of Rights to Easements Created by Plat: Any release of rights that were placed on platted land which was required by a public body or which names a public body or public utility as grantee shall be released by recording a separate easement release document with the Dane County Register of Deeds in accordance with ss236.293.

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

SHEET: 2 OF 4

DATE: December 12, 2025
F.N.: 25-03-102
C.S.M. NO. _____
DOC. NO. _____
VOL. _____ SHEET _____

CERTIFIED SURVEY MAP

LOCATED IN GOVERNMENT LOT 1, BEING THE FRACTIONAL NORTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 7 NORTH , RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

2211 Fordem Ave, LLC, a Minnesota limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owners, certify that said limited liability company caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. 2211 Fordem Ave, LLC also certifies that this Certified Survey Map is required by S.236.34 to be submitted to the City of Madison for approval.

IN WITNESS WHEREOF, the said 2211 Fordem Ave, LLC, has caused these presents to be signed this _____day of _____ , 2026.

2211 Fordem Ave

_____

STATE OF WISCONSIN)
COUNTY OF DANE)S.S.

Personally came before me this _____ day of _____ , 2026, the above named person(s) to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

My Commission expires_____ _____
Notary Public, Dane County, Wisconsin

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

SHEET: 3 OF 4

DATE: December 12, 2025
F.N.: 25-03-102
C.S.M. NO. _____
DOC. NO. _____
VOL. _____ SHEET _____

CERTIFIED SURVEY MAP

LOCATED IN GOVERNMENT LOT 1, BEING THE FRACTIONAL NORTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 7 NORTH , RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

MADISON COMMON COUNCIL CERTIFICATE

Resolved that this Certified Survey Map located in the City of Madison was hereby approved by Resolution Number_____, File ID Number_____, adopted on the_____day of _____, 2026 and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this_____day of_____, 2026.

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

MADISON PLAN COMMISSION CERTIFICATE

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

By:_____ Date:_____
Matthew Wachter, Secretary of the Plan Commission

REGISTER OF DEEDS CERTIFICATE

Received for recording this_____day of_____, 2026 at

_____.M. and recorded in Volume_____of Certified Survey

Maps on Pages_____as Document Number_____.

_____
Kristi Chlebowski, Dane County Register of Deeds

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

SHEET: 4 OF 4

DATE: December 12, 2025
F.N.: 25-03-102
C.S.M. NO. _____
DOC. NO. _____
VOL. _____ SHEET _____

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91295

File ID:	91295	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/18/2025
File Name:	CSM - 1109 Seminole Hwy			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Kathryn A. K. McQueen located at 1109 Seminole Highway (District 10).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	89.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/18/2025	Maggie McClain	Approve	1/7/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	12/18/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Plan Commission (2/2/26), Common Council (2/10/26)

Text of Legislative File 91295

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by Kathryn A. K. McQueen located at 1109 Seminole Highway (District 10).

Body
WHEREAS a Certified Survey Map of property owned by Kathryn A. K. McQueen located at 1109 Seminole Highway, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Section 16.23(6)(d)3. requires that all lots shall have a minimum average depth of seventy-five (75) feet and Section 16.23(8) allows the Plan Commission to grant a variance to the design standards in Section 16.23(6) if they find that it would be inappropriate to apply literally those development form or density standards because extraordinary hardship would result provided that substantial justice may be done and the public interest secured; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this land division, and that the Council recognizes and adopts said revised boundaries.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: Mcqueen CSM

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: Kathryn Mcqueen Representative, if any: _____

Street address: 1109 Seminole Highway, Madison City/State/Zip: _____

Telephone: _____ Email: _____

Firm Preparing Survey: Williamson surveying Contact: _____

Street address: 104A West Main St. Waunakee City/State/Zip: _____

Telephone: 608-255-5705 Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 1109 Seminole Highway, Madison, WI 53711

Tax Parcel Number(s): 0709-332-0419-4

Zoning District(s) of Proposed Lots: TR-C1 School District: _____

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	2		0.32
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	2		0.32

6. Required Submittal Materials

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☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☐ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Noa Prieve Signature: Noa Prieve

Date: _____ Interest In Property On This Date: _____

WILLIAMSON SURVEYING
& ASSOCIATES, LLC

104A WEST MAIN STREET, WAUNAKEE, WI 53597

NOA T. PRIEVE and CHRIS W. ADAMS

PHONE: 1-608-255-5705 WEB: WILLIAMSONSURVEYING.COM

December 1, 2025

City of Madison
Planning Division
P.O. Box 2985
Madison, WI 53701-2985

McQueen Certified Survey Map

I represent Kathryn McQueen and I am requesting consideration of the proposed certified survey map. She would like to create a new residential lot for her to build a new home on while respecting the character of the Nakoma Neighborhood. We would like to request approval of this land division for lots that do not meet the 75-foot average minimum depth requirements. The existing lot is currently 70 foot deep but 196 feet long with the existing home facing Seminole Highway and with approval a large area to the south of this home that can create a new housing lot. The new lot to be created will be consistent with many other lots in this neighborhood and the new home will add value to the area. The current zoning is TR-C1 and no zoning change is being requested. Proposed lot 1 will be 6,478 S.F. and proposed lot 2 will be 7,280 S.F.

Please contact me with any questions or concerns as you consider these requests.

Sincerely,

Noa Prieve

Professional Land Surveyor
Williamson Surveying and Associates LLC
608-255-5705

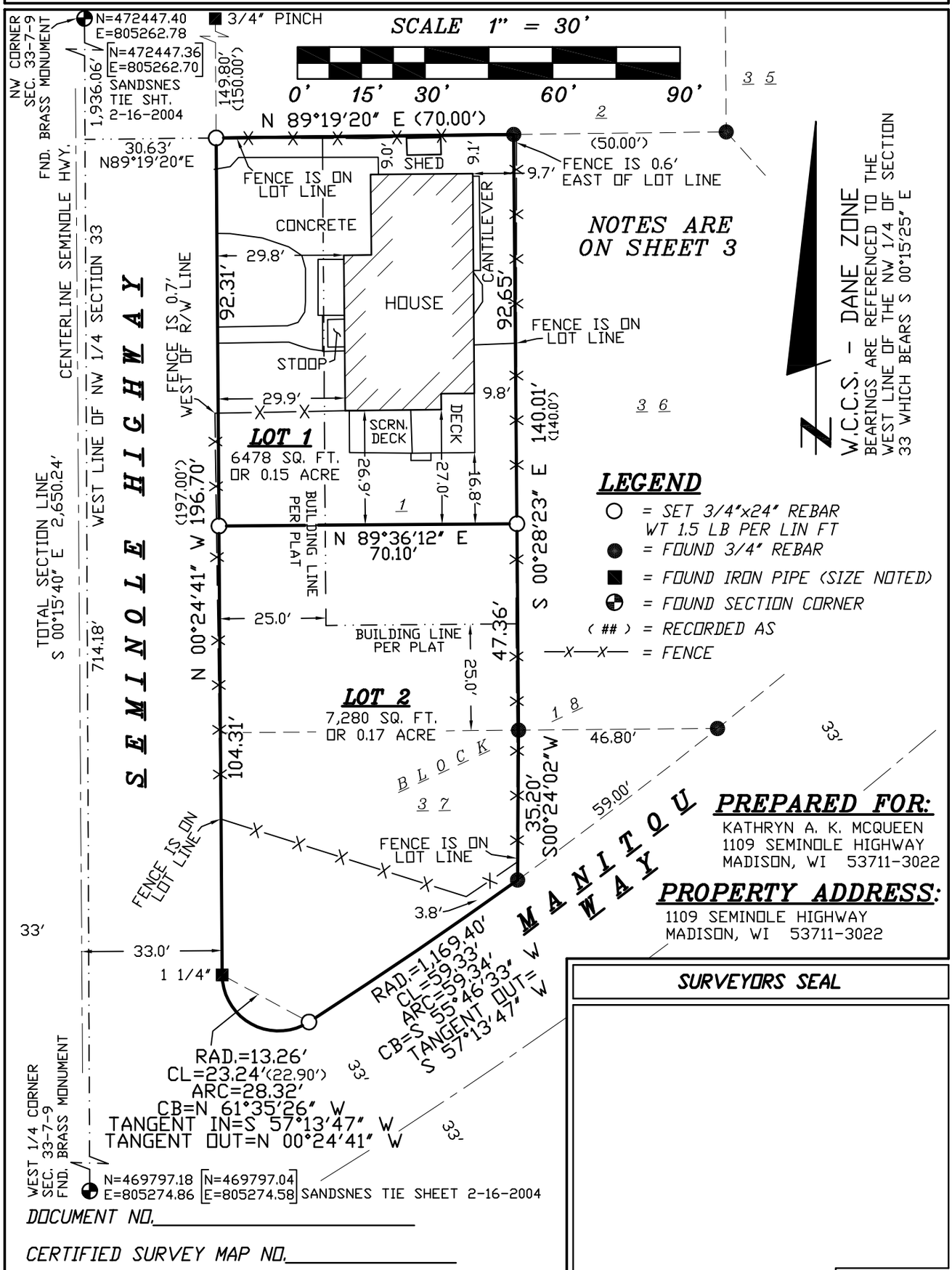
CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW 1/4 of the NW 1/4 of Section 33, T7N, R9E, City of Madison, Dane County, Wisconsin. Including all of Lot 1 and a portion of Lot 37, Block 18, Replat B Blocks 15, 16 and Other Land Nakoma, Vol. 6, Pg. 5, Doc. No. 463247A.



PREPARED FOR:

KATHRYN A. K. MCQUEEN
1109 SEMINOLE HIGHWAY
MADISON, WI 53711-3022

PROPERTY ADDRESS:

1109 SEMINOLE HIGHWAY
MADISON, WI 53711-3022

SURVEYORS SEAL

DOCUMENT NO._____

CERTIFIED SURVEY MAP NO._____

Sheet 1 of 3

24W-486

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW 1/4 of the NW 1/4 of Section 33, T7N, R9E, City of Madison, Dane County, Wisconsin. Including all of Lot 1 and a portion of Lot 37, Block 18, Replat B Blocks 15, 16 and Other Land Nakoma, Vol. 6, Pg. 5, Doc. No. 463247A.

SURVEYOR'S CERTIFICATE

I, Noa T. Prieve, Registered Land Surveyor hereby certify that in full compliance with the provisions of Chapter 236.34 Wisconsin Statutes, the subdivision regulations of City of Madison, and by the direction of the owners listed below, I have surveyed, divided, and mapped a correct representation of all of the exterior boundaries of the land surveyed, being part of the SW 1/4 of the NW 1/4 of Section 33, T7N, R9E, City of Madison, Dane County, Wisconsin. Including all of Lot 1 and a portion of Lot 37, Block 18, Replat B Blocks 15, 16 and Other Land Nakoma, Vol. 6, Pg. 5, Doc. No. 463247A, more particularly described as follows.

Commencing at the Northwest Corner of said Section 33; thence S 00°15'40" E along the west line of the NW 1/4 of said Section 33, 1,936.06 feet; thence N 89°19'20" E, 30.63 feet to the east right of way line of Seminole Highway and the point of beginning.

Thence N 89°19'20" E, 70.00 feet; thence S 00°28'23 E, 140.01 feet; thence S 00°24'02" W, 35.20 feet to the Northwesterly right of way line of Manitou Way; thence along an arc of a curve having a radius of 1,169.40 feet and a long chord bearing and distance of S 55°46'33" W, 59.33 feet; thence along an arc of a curve have a radius of 13.26 feet and a long chord bearing and distance of N 61°35'26" W, 23.24 feet to the east right of way line of Seminole Highway; thence N 00°24'41" W, 196.70 feet to the point of beginning. The above-described parcel contains 13,760 square feet or 0.32 acre.

Williamson Surveying and Associates, LLC
by Noa T. Prieve, Chris W. Adams & Neil F. Bortz

*Date*_____

_____
Noa T. Prieve S-2499
Registered Land Surveyor - Owner

OWNERS' CERTIFICATE:

As owner, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided, dedicated and mapped as represented on the certified survey map. I also certify that this certified survey map is required to be submitted to the City of Madison for approval.

WITNESS the hand seal of said owners this _____day of_____,20___.

_____
Kathryn A. K. McQueen

STATE OF WISCONSIN)
DANE COUNTY)

Personally came before me this _____ day of _____, 20___ the above named Kathryn A. K. McQueen to me known to be the person who executed the foregoing instrument and acknowledge the same.

_____*County, Wisconsin.*

My commission expires _____

_____
Notary Public

_____
Print Name

SURVEYORS SEAL

PRELIMINARY

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW 1/4 of the NW 1/4 of Section 33, T7N, R9E, City of Madison, Dane County, Wisconsin. Including all of Lot 1 and a portion of Lot 37, Block 18, Replat B Blocks 15, 16 and Other Land Nakoma, Vol. 6, Pg. 5, Doc. No. 463247A.

NOTES:

1.) THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS RECORDED AND UNRECORDED.

2.) WETLANDS, IF PRESENT, HAVE NOT BEEN DELINEATED OR SHOWN.

3.) FLOOD PLAIN, IF PRESENT, HAS NOT BEEN LOCATED OR SHOWN.

4.) SECTION CORNER TIES FOR THE NW CORNER AND THE WEST 1/4 CORNER WERE CHECKED AND VERIFIED.

CITY OF MADISON COMMON COUNCIL:

Resolved that this Certified Survey Map located in the City of Madison was hereby approved by Enactment number_____, File ID Number_____, adopted on the _____ day of _____, 20___, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this _____ day of _____, 20___

_____
Maribeth Witzel-Behl - Clerk
City of Madison, Dane County

CITY OF MADISON PLAN COMMISSION:

Approved for recording per Secretary, Madison Planning Commission action of _____ day of _____, 20___

_____
Matt Wachter
Secretary Plan Commission

REGISTER OF DEEDS:

Received for recording this ___ day of _____, 20___ at ___ o'clock ___.M. and recorded in Volume _____ of Dane County Certified Surveys on pages _____ through _____.

_____
Kristi Chlebowski
Register of Deeds

SURVEYORS SEAL

PRELIMINARY

DOCUMENT NO._____

CERTIFIED SURVEY MAP NO._____

24W-486

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91301

File ID:	91301	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/18/2025
File Name:	CSM - 999 S Park St			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Voell Real Estate, LLC located at 999 S Park Street (District 13).

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	90.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	CSM Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/18/2025	Maggie McClain	Approve	1/7/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	12/18/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council (2/10/26)					

Text of Legislative File 91301

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by Voell Real Estate, LLC located at 999 S Park Street (District 13).

Body
WHEREAS a Certified Survey Map of property owned by Voell Real Estate, LLC located at 999 S Park Street, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: Joe Voell — Representative, if any: Michael Carlson, Threshold Development
Street address: 2020 Eastwood Avenue — City/State/Zip: Madison, WI 53704
Telephone: 608-234-7208 — Email: [redacted]

Firm Preparing Survey: Wyser Engineering, LLC — Contact: Adam Watkins
Street address: 300 E Front St — City/State/Zip: Mount Horeb, WI 53572
Telephone: 608-437-1980 — Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 999 S Park St
Tax Parcel Number(s): 251/0709-262-0221-2
Zoning District(s) of Proposed Lots: TSS — School District: MMSD

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____
Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1		
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	1	0	0.60

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☐ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☐ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
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- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

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7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Michael Carlson Signature: _____

Date: 12/10/2025 Interest In Property On This Date: 12/2024 (purchased by Joe Voell)

Threshold Development
2020 Eastwood Drive, Suite 100
Madison, WI 53704

15 December 2025

City of Madison – Plan Commission
City of Madison Planning Division
215 Martin Luther King Jr. Blvd | Suite 017
PO Box 2985
Madison, WI 53701

RE: Letter of Intent – Land Use Application / Urban Design Commission
PROJECT: 999 Park
SITE: 999 S. Park Street, Madison, WI

Dear Members of the Plan Commission:

Threshold Development is pleased to submit this letter of intent in support of our Land Use Application for the redevelopment of 999 S. Park Street, located at the corner of Park Street and Lakeside Street in Madison's Urban Design District No. 7. This mixed-use development will transform an underutilized site into a vibrant, four-story building that combines 53 residential units with approximately 4,000 square feet of street-facing commercial and retail space.

Our development responds directly to the purpose of UDD No. 7: to improve the appearance and function of Park Street as a major gateway corridor while preventing fragmented development and promoting long-term economic vitality. This project will activate a prominent corner site, incorporate it meaningfully into the urban fabric, and support the corridor's evolution as a distinctive place that builds on the strengths of its diverse businesses and neighborhoods.

EXISTING SITE CONDITIONS

The subject property is located at 999 S. Park Street, at the intersection of S. Park Street and Lakeside Street. The existing structure is a single-story masonry building originally constructed to provide ambulance parking and staging for St. Mary's Hospital, located one-quarter mile to the north. The building features little to no architectural distinction: it is a plain, painted masonry structure with large overhead garage doors, a utilitarian metal roof, and minimal fenestration.

The building has been vacant for several years and shows significant signs of deterioration, including boarded windows, peeling and failing exterior paint, cracked and deteriorating asphalt paving, and general disrepair. The building's condition reflects its obsolescence: ambulance services have long since relocated, and the structure no longer serves any functional purpose. The structure occupies a prominent corner lot but fails to contribute meaningfully to the architectural character of the Park Street corridor.

PROJECT OVERVIEW

The proposed development will provide:

- 54 residential units (21 studios, 25 one-bedroom, and 8 two-bedroom apartments) distributed across three residential floors

- Approximately 3,550 square feet of ground-floor commercial and retail space facing South Park Street
- Approximately 30 enclosed parking spaces within a ground-floor pedestal structure
- Dedicated community gathering spaces on each residential floor
- Shared outdoor amenity spaces including street-facing and lake-facing common balconies and patios
- Primary residential entrance at the prominent Park Street/Lakeside Street intersection
- Direct pedestrian access to commercial spaces from the public sidewalk

This project advances three goals aligned with the Park Street corridor vision:

1. **Transit-Oriented Development:** The site is located adjacent to the imminent Bus Rapid Transit stop at Park Street and Fish Hatchery Road and supports higher-density residential development in proximity to planned high-quality transit service.
2. **Site Activation and Urban Integration:** The project transforms an aging structure into an active mixed-use building that contributes meaningfully to the street wall, pedestrian activity, and neighborhood vitality.
3. **Housing Quality and Availability:** The development provides high-quality residential housing with shared spaces and building amenities and supports the neighborhood with additional retail space.

PROPOSED USES AND PROGRAM

Residential Program

The residential component comprises 54 dwelling units distributed across three floors above the ground-floor commercial and parking podium. The unit mix is as follows:

Unit Type	Unit Count	Bedroom Count
Studio	21	21
One-Bedroom	25	25
Two-Bedroom	8	16
Total	**54 units**	**62 bedrooms**

Residential property management will be provided on-site, with one leasing agent (approximately 10 hours per week) and one maintenance staff member (approximately 15 hours per week).

Commercial Program

The ground floor includes approximately 4,000 net square feet of commercial and retail space facing South Park Street. The commercial space is designed to accommodate neighborhood-serving retail, restaurant, or service uses consistent with the mixed-use character of the Park Street corridor.

- **Anticipated Hours of Operation:** 7:00 AM to 9:00 PM, consistent with neighborhood-serving commercial uses. Actual hours will be determined by individual tenants and subject to any applicable City requirements.
- **Anticipated Employees:** 8 to 12 employees, depending on the nature of commercial tenants.

GROSS SQUARE FOOTAGE

Use	Approximate Square Footage
Residential (gross)	40,152 SF
Commercial/Retail (net leasable)	3,550 SF
Enclosed Parking	13,384 SF
Total Building Area (gross)	**57,086 SF**

PROJECT SCHEDULE

The project will be constructed in a single phase. The anticipated schedule is as follows:

- **Construction Start:** On or around May 11, 2026
- **Construction Completion:** July 31, 2027
- **Phasing:** Single phase; no phasing anticipated

PUBLIC SUBSIDY

Project rents are indexed to workforce affordable rents primarily in the 70%-80% AMI range for Dane County. The development will be privately financed and is broadcast on the street for equity investment. Threshold may request TIF financing depending on investor responses.

PROJECT TEAM

Applicant/Developer	Threshold Development
Architect	Threshold Builds
General Contractor	Threshold Builds
Civil Engineer	Wyser Engineering

DESIGN OVERVIEW

The proposed building employs high-quality materials and contemporary design appropriate to its prominent corner location. The composition features two distinctive four-story arched towers clad in galvanized steel, flanked by two flat-roofed masses finished in high-quality brick and lapped siding. This articulation creates visual interest at the street level while providing strong architectural identity for the Park Street corridor.

The ground floor features extensive glazing with at least 60 percent of the street wall devoted to windows, ensuring visual connection between commercial interiors and the public sidewalk. The building employs brick as a primary material, complemented by galvanized steel cladding on the arched tower sections. This material palette creates a building that is both contemporary and respectful of the material character of the Park Street corridor.

The positioning of the two arched tower elements facing the Park/Lakeside intersection creates a distinctive architectural feature that defines the street corner. The residential lobby is positioned at this intersection as a distinctive corner feature, providing maximum visibility and welcoming access from both streets.

Off-street parking is enclosed within the ground-floor pedestal structure located behind the street-facing commercial space. The parking structure is accessed from Lakeside Street to minimize driveway conflicts on Park Street and to support traffic flow along the BRT corridor. All trash areas will be screened from public view, with the trash room located inside the parking structure.

CONCLUSION

The proposed development at 999 S. Park Street advances the vision established in Urban Design District No. 7 and the City's goals for transit-oriented development along the Park Street corridor. By transforming an underutilized, deteriorating site into a mixed-use building with 53 residential units and ground-floor commercial space, this project contributes meaningfully to the corridor's evolution as a distinctive, economically vital gateway to Downtown Madison.

We respectfully request UDC’s and Plan Commission's approval of this Land Use Application and look forward to advancing this project through the entitlement process.

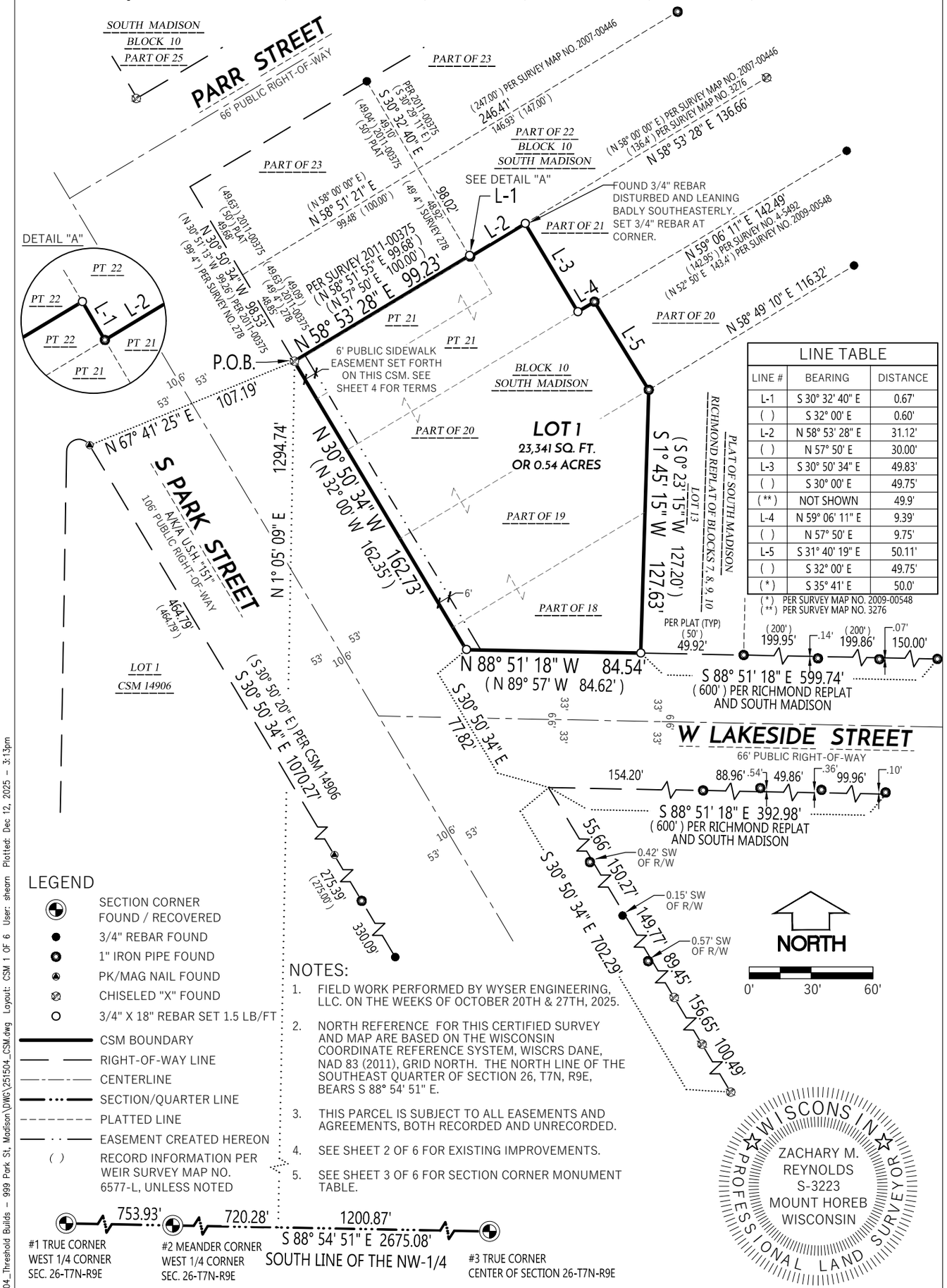
Thank you for your consideration.

Respectfully submitted,

Michael Carlson
Threshold Development
Madison, WI
608-405-9064
michaelcarlson@thresholdbuilds.com

CERTIFIED SURVEY MAP NO._____

A CONSOLIDATION OF PART OF LOTS 18 - 22, BLOCK 10, SOUTH MADISON, RECORDED IN VOLUME A OF PLATS ON PAGE 20 AS DOCUMENT NO. 180760, BEING A PART OF GOVERNMENT LOT 3, LOCATED IN THE THEORETICAL EAST HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 7 NORTH, RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



LINE TABLE		
LINE #	BEARING	DISTANCE
L-1	S 30° 32' 40" E	0.67'
( )	S 32° 00' E	0.60'
L-2	N 58° 53' 28" E	31.12'
( )	N 57° 50' E	30.00'
L-3	S 30° 50' 34" E	49.83'
( )	S 30° 00' E	49.75'
(**)	NOT SHOWN	49.9'
L-4	N 59° 06' 11" E	9.39'
( )	N 57° 50' E	9.75'
L-5	S 31° 40' 19" E	50.11'
( )	S 32° 00' E	49.75'
(*)	S 35° 41' E	50.0'

(*) PER SURVEY MAP NO. 2009-00548
(**) PER SURVEY MAP NO. 3276

LEGEND

- SECTION CORNER FOUND / RECOVERED
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- PK/MAG NAIL FOUND
- CHISELED "X" FOUND
- 3/4" X 18" REBAR SET 1.5 LB/FT
- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EASEMENT CREATED HEREON
- ( ) RECORD INFORMATION PER WEIR SURVEY MAP NO. 6577-L, UNLESS NOTED

NOTES:

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF OCTOBER 20TH & 27TH, 2025.
2. NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE NORTH LINE OF THE SOUTHEAST QUARTER OF SECTION 26, T7N, R9E, BEARS S 88° 54' 51" E.
3. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
4. SEE SHEET 2 OF 6 FOR EXISTING IMPROVEMENTS.
5. SEE SHEET 3 OF 6 FOR SECTION CORNER MONUMENT TABLE.

753.93' | 720.28' | 1200.87' | S 88° 54' 51" E 2675.08'

#1 TRUE CORNER
WEST 1/4 CORNER
SEC. 26-T7N-R9E

#2 MEANDER CORNER
WEST 1/4 CORNER
SEC. 26-T7N-R9E

SOUTH LINE OF THE NW-1/4

#3 TRUE CORNER
CENTER OF SECTION 26-T7N-R9E

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
JAKE DEHAVEN
THRESHOLD BUILDS
1954 ATWOOD AVENUE
MADISON, WI 53704

SURVEYED BY: MAL
DRAWN BY: ZMR
CHECKED BY: SCH
APPROVED BY: ZMR

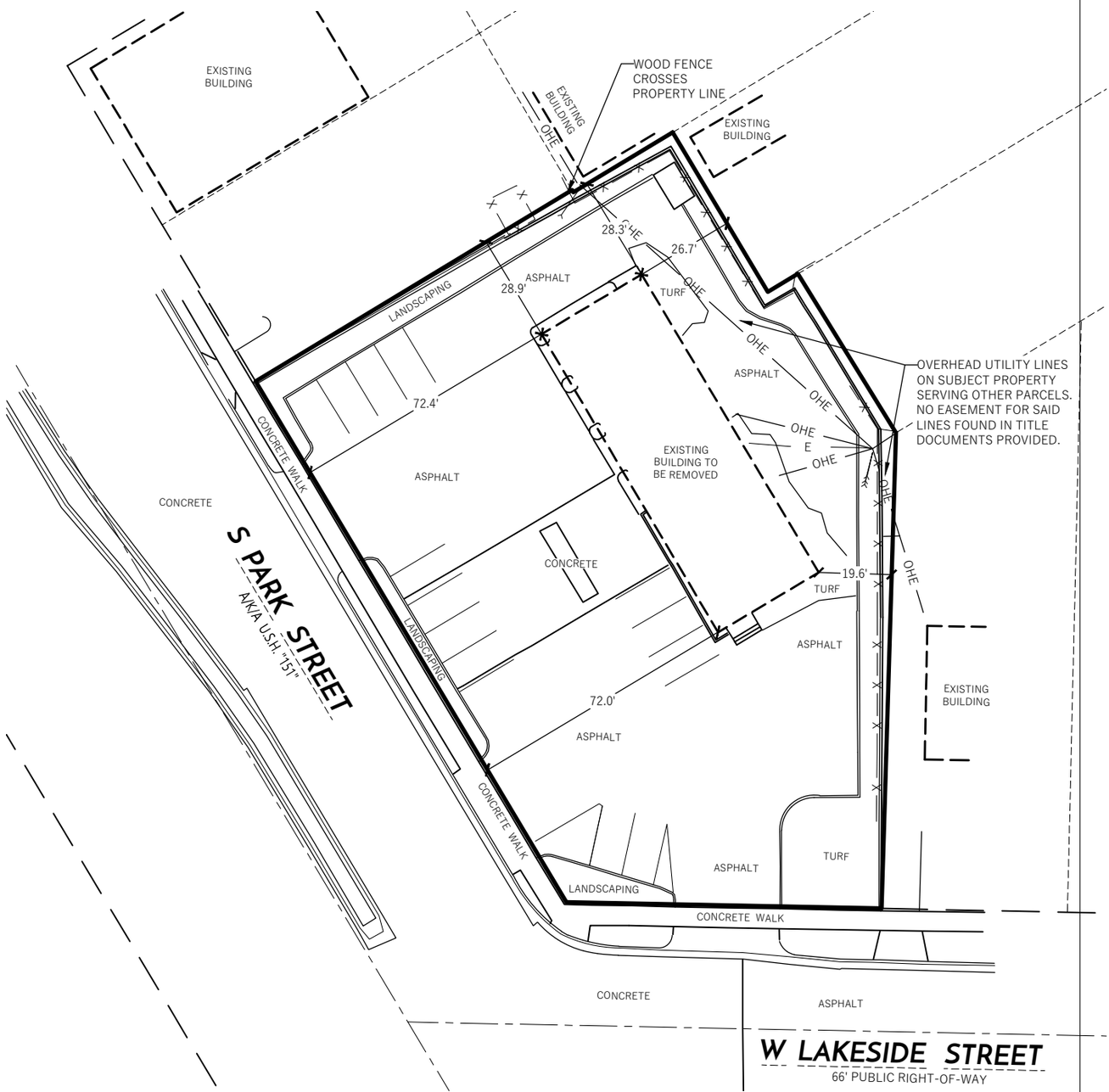
PROJECT NO: 251504
SHEET NO: 1 of 6

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2025\251504_Threshold Builds – 999 Park St, Madison\DWG\251504_CSM.dwg Layout: CSM 1 OF 6 User: sheorn Plotted: Dec 12, 2025 – 3:13pm

CERTIFIED SURVEY MAP NO._____

A CONSOLIDATION OF PART OF LOTS 18 - 22, BLOCK 10, SOUTH MADISON, RECORDED IN VOLUME A OF PLATS ON PAGE 20 AS DOCUMENT NO. 180760, BEING A PART OF GOVERNMENT LOT 3, LOCATED IN THE THEORETICAL EAST HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 7 NORTH, RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



NORTH

0' 20' 40'

LEGEND

- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- PLATTED LINE
- EXISTING BUILDING

NOTES:

1. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
2. SEE SHEET 3 OF 6 FOR SECTION CORNER MONUMENT COORDINATE TABLE.

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
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300 EAST FRONT STREET
MOUNT HOREB, WI 53572
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1954 ATWOOD AVENUE
MADISON, WI 53704

SURVEYED BY:	MAL
DRAWN BY:	ZMR
CHECKED BY:	SCH
APPROVED BY:	ZMR

PROJECT NO:	251504
SHEET NO:	2 of 6

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2025\251504_Threshold Builds – 999 Park St, Madison\DWG\251504_CSM.dwg Layout: CSM 2 OF 6 User: zreynolds Plotted: Dec 12, 2025 – 2:58pm

*CERTIFIED SURVEY MAP NO.*_____

A CONSOLIDATION OF PART OF LOTS 18 - 22, BLOCK 10, SOUTH MADISON, RECORDED IN VOLUME A OF PLATS ON PAGE 20 AS DOCUMENT NO. 180760, BEING A PART OF GOVERNMENT LOT 3, LOCATED IN THE THEORETICAL EAST HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 7 NORTH, RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

PLSS SECTION CORNER MONUMENT TABLE		
MON. #	DESCRIPTION	DANE COUNTY COORDINATES NAD 83 (2011)
1	COMPUTED LOCATION OF WEST 1/4	N: 474,979,43 E: 815,875.04
	CORNER OF SECTION 26 - T7N - R9E	
2	FOUND BRASS MONUMENT, WEST 1/4	N: 474,965.14 E: 816,628.83
( )	MEANDER CORNER OF SEC 26 -T7N-R9E	(N: 474,965.27 E: 816,628.80)
3	COMPUTED LOCATION PER RODMAN-2022 TIE	N: 474,928.73 E: 818,549.64
(*)	SHEET, CENTER CORNER OF SEC 26 -T7N-R9E	(N: 474,928.65 E: 818,549.55)

( ) PER CARL M. SANDSNES 2004 TIE SHEET

(*) PER DANIEL C. RODMAN 2022 TIE SHEET

LEGAL DESCRIPTION

A CONSOLIDATION OF PART OF LOTS 18 - 22, BLOCK 10, SOUTH MADISON, RECORDED IN VOLUME A OF PLATS ON PAGE 20 AS DOCUMENT NO. 180760, BEING A PART OF GOVERNMENT LOT 3, LOCATED IN THE THEORETICAL EAST HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 7 NORTH, RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN, DESCRIBED MORE PARTICULARLY AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF AFORESAID SECTION 26; THENCE, ALONG THE SOUTH LINE OF THE NORTHWEST QUARTER OF SAID SECTION 26, SOUTH 88 DEGREES 54 MINUTES 51 SECONDS EAST, 753.93 FEET TO THE MEANDER CORNER FOR THE WEST QUARTER CORNER; THENCE, CONTINUING ALONG SAID SOUTH LINE, SOUTH 88 DEGREES 54 MINUTES 51 SECONDS EAST, 720.28 FEET; THENCE, NORTH 01 DEGREES 05 MINUTES 09 SECONDS EAST, 1294.74 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY OF S PARK STREET AND THE POINT OF BEGINNING;

THENCE, NORTH 58 DEGREES 53 MINUTES 28 SECONDS EAST, 99.23 FEET;
THENCE, SOUTH 30 DEGREES 32 MINUTES 40 SECONDS EAST, 0.67 FEET;
THENCE, NORTH 58 DEGREES 53 MINUTES 28 SECONDS EAST, 31.12 FEET;
THENCE, SOUTH 30 DEGREES 50 MINUTES 34 SECONDS EAST, 49.83 FEET;
THENCE, NORTH 59 DEGREES 06 MINUTES 11 SECONDS EAST, 9.39 FEET;
THENCE, SOUTH 31 DEGREES 40 MINUTES 19 SECONDS EAST, 50.11 FEET;
THENCE, SOUTH 01 DEGREES 45 MINUTES 15 SECONDS WEST, 127.63 FEET;
THENCE, NORTH 88 DEGREES 51 MINUTES 18 SECONDS WEST, 84.54 FEET;
THENCE, NORTH 30 DEGREES 50 MINUTES 34 SECONDS WEST, 162.73 BACK TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 23,341 SQUARE FEET OR 0.54 ACRES.

File: W:\2025\251504_Threshold Builds - 999 Park St, Madison\DWG\251504_CSM - Copy.dwg Layout: CSM legal and survey cert User: shearn Plotted: Dec 12, 2025 - 3:14pm

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WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
JAKE DEHAVEN
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1954 ATWOOD AVENUE
MADISON, WI 53704

SURVEYED BY: MAL
DRAWN BY: ZMR
CHECKED BY: SCH
APPROVED BY: ZMR

PROJECT NO: 251504
SHEET NO: 3 of 6

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DOC. NO. _____
C.S.M. NO. _____

*CERTIFIED SURVEY MAP NO.*_____

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PUBLIC SIDEWALK EASEMENT:

CREATION OF EASEMENT RIGHTS: A PERMANENT EASEMENT OVER, ACROSS A PORTION OF THE PROPERTY (THE "EASEMENT AREA") IS ESTABLISHED, MEMORIALIZED, RESERVED BY, GRANTED, CONVEYED, TRANSFERRED AND ASSIGNED TO THE CITY OF MADISON FOR THE USES AND PURPOSES HEREINAFTER SET FORTH. THE EASEMENT AREA MAY BE USED BY THE CITY OF MADISON FOR PUBLIC SIDEWALK PURPOSES. CITY OF MADISON AND ITS EMPLOYEES, AGENTS AND CONTRACTORS SHALL HAVE THE RIGHT TO CONSTRUCT, INSTALL, MAINTAIN, OPERATE, REPAIR, REPLACE AND RECONSTRUCT THE PUBLIC SIDEWALK WITHIN THE EASEMENT AREA. CITY OF MADISON SHALL HAVE THE FURTHER RIGHT OF INGRESS AND EGRESS TO AND FROM THE EASEMENT AREA IN ORDER TO EXERCISE ITS RIGHTS AND PRIVILEGES HEREUNDER, AND TO CUT AND REMOVE TREES, VEGETATION AND OTHER IMPEDIMENTS IN THE EASEMENT AREA WHICH MAY OBSTRUCT OR INTERFERE WITH THE ACTUAL OR POTENTIAL USE OF THE EASEMENT AREA FOR THE FOREGOING PURPOSES.

PROPERTY RESTORATION: CITY OF MADISON SHALL REPAIR ANY DAMAGE CAUSED TO ANY PAVEMENT, CONCRETE OR TURF LOCATED WITHIN THE EASEMENT AREA AND/OR THE PROPERTY AS A RESULT OF THE USE OF THE EASEMENT AREA BY OR ON BEHALF OF THE CITY OF MADISON AS PROVIDED HEREIN. FOLLOWING COMPLETION OF ANY EXCAVATION WORK, CITY OF MADISON SHALL PROMPTLY RESTORE THE AREA AFFECTED BY THE WORK TO THE ORIGINAL GRADE AND SURFACE CONDITION INCLUDING THE REPAIR OR REPLACEMENT OF PAVEMENT, CONCRETE AND TURF.

LIMITATIONS ON USE OF EASEMENT AREA: THE OWNER OF THE PROPERTY SHALL HAVE THE RIGHT TO USE THE EASEMENT AREA FOR ANY PURPOSE, PROVIDED SUCH USE SHALL NOT INTERFERE WITH THE EASEMENT RIGHTS OF THE CITY OF MADISON HEREUNDER. NO BUILDINGS OR STRUCTURES OR FENCES UNRELATED TO THE PUBLIC USE SHALL BE CONSTRUCTED IN AND NO GRADE CHANGE SHALL BE MADE TO THE EASEMENT AREA WITHOUT THE WRITTEN CONSENT OF THE CITY OF MADISON'S ENGINEERING DIVISION CITY ENGINEER.

BINDING EFFECT: THIS EASEMENT SHALL RUN WITH THE LAND DESCRIBED HEREIN AND SHALL BE BINDING UPON THE OWNERS OF THE PROPERTY, AND THEIR SUCCESSORS IN INTEREST.

RELEASE OF RIGHTS TO EASEMENTS CREATED BY PLAT: ANY RELEASE OF RIGHTS THAT WERE PLACED ON PLATTED LAND WHICH WAS REQUIRED BY A PUBLIC BODY OR WHICH NAMES A PUBLIC BODY OR PUBLIC UTILITY AS GRANTEE SHALL BE RELEASED BY RECORDING A SEPARATE EASEMENT RELEASE DOCUMENT WITH THE DANE COUNTY REGISTER OF DEEDS IN ACCORDANCE WITH SS236.293.

SURVEYOR'S CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT BY DIRECTION OF COMMON GRACE, LLC., I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND REGULATIONS OF THE CITY OF MADISON AND DANE COUNTY, WISCONSIN.

_____ _____

ZACHARY M. REYNOLDS, S-3223 DATE
WISCONSIN PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
JAKE DEHAVEN
THRESHOLD BUILDS
1954 ATWOOD AVENUE
MADISON, WI 53704

SURVEYED BY: MAL
DRAWN BY: ZMR
CHECKED BY: SCH
APPROVED BY: ZMR

PROJECT NO: 251504
SHEET NO: 4 of 6

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*CERTIFIED SURVEY MAP NO.*_____

A CONSOLIDATION OF PART OF LOTS 18 - 22, BLOCK 10, SOUTH MADISON, RECORDED IN VOLUME A OF PLATS ON PAGE 20 AS DOCUMENT NO. 180760, BEING A PART OF GOVERNMENT LOT 3, LOCATED IN THE THEORETICAL EAST HALF OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 7 NORTH, RANGE 9 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

VOELL REAL ESTATE LLC, A WISCONSIN LIMITED LIABILITY COMPANY, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LANDS DESCRIBED HEREON TO BE SURVEYED, DIVIDED MAPPED AND DEDICATED AS SHOWN. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S. 236.34 OF THE WISCONSIN STATE STATUES TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL.

BY: _____
MANAGING MEMBER
VOELL REAL ESTATE LLC

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS_____DAY OF_____, 2026, THE ABOVE NAMED

MANAGING MEMBER FOR VOELL REAL ESTATE LLC, _____TO ME KNOWN TO BE THE

PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES

CONSENT OF MORTGAGEE

BANK OF BRODHEAD, A BANKING ASSOCIATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN , MORTAGAGEE OF THE ABOVE DESCRIBED LAND, DOES HEREBY CONSENT TO THE SURVEY, DIVIDING, MAPPING AND DEDICATION OF THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP AND DOES HEREBY CONSENT TO THE OWNER'S CERTIFICATE.

BY: _____
AUTHORIZED MEMBER
BANK OF BRODHEAD

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS_____DAY OF_____, 2026, THE ABOVE

NAMED BANKING ASSOCIATION, BANK OF BRODHEAD, AUTHORIZED MEMBER, _____ TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES

WISCONSIN
ZACHARY M.
REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
JAKE DEHAVEN
THRESHOLD BUILDS
1954 ATWOOD AVENUE
MADISON, WI 53704

SURVEYED BY: MAL
DRAWN BY: ZMR
CHECKED BY: SCH
APPROVED BY: ZMR

PROJECT NO: 251504
SHEET NO: 5 of 6

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DOC. NO. _____
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File: W:\2025\251504_Threshold Builds – 999 Park St, Madison\DWG\251504_CSM.dwg Layout: CSM 5 OF 6 User: zreynolds Plotted: Dec 12, 2025 – 2:59pm

*CERTIFIED SURVEY MAP NO.*_____

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MADISON COMMON COUNCIL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MADISON WAS HERBY APPROVED BY ENACTMENT

NUMBER _____, FILE ID NUMBER _____, ADOPTED ON THIS _____ DAY OF _____, 2026.

DATED THIS _____ DAY OF _____, 2026.

_____
LYDIA A. McCOMAS, CITY CLERK,
CITY OF MADISON

CITY OF MADISON PLAN COMMISSION CERTIFICATE

APPROVED FOR RECORDING PER THE SECRETARY OF THE
CITY OF MADISON PLAN COMMISSION.

_____ _____
MATTHEW WACHTER, DATE:
SECRETARY OF THE PLAN COMMISSION

OFFICE OF THE REGISTER OF DEEDS

_____COUNTY, WISCONSIN

RECEIVED FOR RECORD_____,

20____ AT_____O'CLOCK_____M AS

DOCUMENT # _____

IN VOL. _____ OF CERTIFIED SURVEY

MAPS ON PAGE(S) _____ .

_____
KRISTI CHLEBOWSKI, REGISTER OF DEEDS

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyseengineering.com

PREPARED FOR:
JAKE DEHAVEN
THRESHOLD BUILDS
1954 ATWOOD AVENUE
MADISON, WI 53704

SURVEYED BY: MAL
DRAWN BY: ZMR
CHECKED BY: SCH
APPROVED BY: ZMR

PROJECT NO: 251504
SHEET NO: 6 of 6

File: W:\2025\251504_Threshold Builds – 999 Park St, Madison\DWG\251504_CSM.dwg Layout: CSM 6 OF 6 User: zreynolds Plotted: Dec 12, 2025 – 2:47pm

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91322

File ID:	91322	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/23/2025
File Name:	A Resolution authorizing the Mayor and City Clerk to enter into a competitively selected, 1-year service contract with four optional 1-year renewal terms for ambulance billing with Med-Bill Corporation. A Resolution authorizing the Mayor and City Clerk t			**Final Action:**	

Title: Authorizing the Mayor and City Clerk to enter into a competitively selected, 1-year service contract with four optional 1-year renewal terms for ambulance billing with Med-Bill Corporation.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	91.
Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	sbrichford@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/23/2025	Ryan Pennington	Delegated	
Notes:	Delegated: Out Of Office				
1	2	12/26/2025	Khadidiatou Dia	Approve	12/29/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	12/23/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (1/20/26), Common Council (1/27/26)					

Text of Legislative File 91322

Fiscal Note

The proposed resolution authorizes the execution of a contract with Med-Bill Corporation to provide ambulance billing services to the City. The contract will be for an initial term of one (1) year, with four (4) optional renewal terms of one (1) year each. Annual payments to the vendor will be calculated based on a rate of 2.95% of net revenues collected. The 2026 Adopted Operating Budget estimates that $13.4 million of General Fund Revenues will be collected from the Ambulance Conveyance Fees. Therefore, this contract is projected to cost approximately $395,300 in 2026. Funding is available in the Finance Department's 2026 Adopted Operating Budget. No additional appropriation required.

Title

Authorizing the Mayor and City Clerk to enter into a competitively selected, 1-year service contract with four optional 1-year renewal terms for ambulance billing with Med-Bill Corporation.

Body

WHEREAS, the City utilizes a contract to provide ambulance billing services for the Finance and Fire departments; and

WHEREAS, the current contract is due to expire on December 31, 2025 ; and

WHEREAS, the Finance and Fire Departments through a competitive process solicited proposals for RFP #14011-0-2025-BP, Ambulance Billing Services, and

WHEREAS, an evaluation team consisting of Finance and Fire staff conducted a detailed evaluation of six proposals, scored and ranked each of the proposals using criteria including cost, skill, equipment, past performance, and references; and Med-Bill Corporation received the highest score; and

WHEREAS, Med-Bill Corporation proposed a contract price of 2.95% of net revenues received; and

WHEREAS, the City's RFP advertised the contract as a one (1) year contract with up to four (4) one (1) year renewals; and

WHEREAS, under MGO 4.26(3)(e) service contracts of more than 5 years in duration and an average cost of more than $100,000 per year require approval of the Common Council and optional renewal terms are to be counted in the total;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to sign a contract on behalf of the City for Ambulance Billing services with Med-Bill Corporation., for the purposes and at the price described above, for an initial term of one (1) year, with four (4) optional renewal terms of one (1) year each, and the Purchasing Supervisor is authorized to execute the renewal options.

City of Madison

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Madison, WI 53703
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Master

File Number: 91350

File ID:	91350	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/22/2025
File Name:	Recreate the classification of Library Maintenance Coordinator in CG 15, Range 11; Delete the 1.0 FTE position #4476 of Maintenance Mechanic 2 – Local 236 and recreate it as Library Maintenance Coordinator.			**Final Action:**	

Title: Recreate the classification of Library Maintenance Coordinator in CG 15, Range 11; delete the 1.0 FTE position #4092 of Maintenance Mechanic 2 - Local 236 and recreate it as Library Maintenance Coordinator.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	92.
Sponsors:	Director of Human Resources	**Effective Date:**	
Attachments:	PB Memo Library Maintenance Coordinator Final.pdf	**Enactment Number:**	
Author:	Brittney Hayes, Human Resources Analyst	**Hearing Date:**	
Entered by:	jortiz@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Maggie McClain	Approve	1/26/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	12/22/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (1/20/26), Personnel Board (1/15/26), Common Council (1/27/26)

Text of Legislative File 91350

Fiscal Note

The proposed resolution deletes 1.0 FTE position #4092 of Maintenance Mechanic 2 (CG 15/R 09) and recreates it as 1.0 FTE Library Maintenance Coordinator (CG 15/R11). This recreation corrects an administrative error from September 2025 per the attached memo. The cost of the range increase in 2026 is approximately $4,000. The position is currently in recruitment, and savings from the position being vacant for approximately one month in the year will cover the estimated increase. No additional appropriation is required.

Title

Recreate the classification of Library Maintenance Coordinator in CG 15, Range 11; delete the 1.0 FTE position #4092 of Maintenance Mechanic 2 - Local 236 and recreate it as Library Maintenance Coordinator.

Body

Resolution to recreate the classification of Library Maintenance Coordinator in CG 15, Range 11, and delete the 1.0 FTE Maintenance Mechanic 2 - Local 236 (CG15, R09) #4092, and recreate it as a Library Maintenance Coordinator (CG15, R11) within the permanent salary details of the 2026 Madison Public Library Operating Budget.

TO: Personnel Board

FROM: Brittney Hayes, Human Resources

DATE: December 18, 2025

SUBJECT: Madison Public Library – Library Maintenance Coordinator

The Human Resources Department received a request from Library Director Tana Elias on August 22, 2025 to recreate the Maintenance Mechanic 2 – Local 236 position #4092 in CG15, Range 9, currently vacant, to a Library Maintenance Coordinator in CG15, Range 11. This request was approved through an administrative action on September 15, 2025.

Subsequently, it was discovered that the Library Maintenance Coordinator classification had been formally deleted in 2022 but remained active in the City's HR systems, including MUNIS and NeoGov, due to an administrative oversight. As a result, the initial administrative action approval did not follow the required Personnel Board approval process.

Human Resources is therefore requesting retroactive formal approval to correct the administrative error and properly authorize the reclassification. The position is currently in recruitment.

I am recommending the following:

- Recreate the classification of Library Maintenance Coordinator in CG 15, Range 11;
- Delete the Maintenance Mechanic 2 – Local 236 position #4092, in CG 15, Range 9 and recreate as a Library Maintenance Coordinator;

Earlier this year, the Library intended to hire a Maintenance Mechanic 2 - Local 236 position to assist with the additional work required to build and maintain a tenth public library, the Imagination Center, as well as assist with increased workload in the maintenance department. Upon further reflection, they requested a reclassification to increase this position to a Library Maintenance Coordinator, to do many of the same tasks as the Maintenance Mechanic 2 - Local 236, but also to serve as backup to the Library Facilities and Maintenance Coordinator, CG 15, Range 12.

This position would provide much-needed backup to the Library Facility and Maintenance Coordinator as well as be a front-line maintenance worker. The position would include backup supervision, administrative work, and planning not typically assigned to a Maintenance Mechanic 2 – Local 236 position. The Library Maintenance Coordinator class spec describes:

Assign work projects and provide direction to improve methods and productivity... **Develop and recommend facility maintenance, modification and repair plans**…Train, **assign, lead and evaluate mechanical/custodial staff**. Identify and report performance issues to library management... Review operational data and recommend building

modifications, equipment or changes in operational procedures…**Develop and maintain necessary records and reports**. Maintain equipment and supply inventories, PM schedules, etc. Maintain and administer key and lock inventories, computerized card access system. **Prepare monthly expense, activity reports, other related records and reports.** [emphasis added]

There has been a significant workload increase in the maintenance department in the past decade, and the amount of higher-level maintenance input needed to bring a tenth library on board has taken a lot of time away from regular facilities maintenance work, resulting in longer wait times and a decreased customer experience in our facilities. Once the new facility is built, it will require an extra year of monitoring during the majority of the warranty periods, followed by ongoing servicing.

Therefore, I recommend the retroactive recreation of the Library Maintenance Coordinator (CG15, R11) classification, and deletion of Maintenance Mechanic 2 – Local 236 position #4092, recreating it as a Library Maintenance Coordinator (CG15, R11).

The necessary resolution to implement this recommendation has been drafted.

Effective date: September 15, 2025

Editor's Note:

Compensation Group/Range	2025 Annual Minimum (Step 1)	2025 Annual Maximum (Step 5)	2025 Annual Maximum (+12% Longevity)
15/09	$64,773.80	$75,696.92	$84,780.54
15/11	$68,864.38	$82,162.86	$92,022.32

cc: Tana Elias – Library Director
Krissy Wick – Library Associate Director

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91378

File ID:	91378	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/02/2026
File Name:	Authorizing the Mayor and City Clerk to execute a cost sharing agreement for the construction of the Madison LakeWay Community Causeway Improvements. (District 13, District 4)			**Final Action:**	

Title: Authorizing the Mayor and City Clerk to execute a cost sharing agreement for the construction of the Madison LakeWay Community Causeway Improvements. (District 13, District 4)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 93.

Sponsors: Tag Evers And Michael E. Verveer

Effective Date:

Attachments: Madison LakeWay Cost Sharing Agreement (Final).pdf

Enactment Number:

Author: CJ Ryan

Hearing Date:

Entered by: nmiller@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Robert Mulcahy	Approve	1/26/2026
1	2	1/7/2026	Robert Mulcahy	Approve	1/27/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	01/02/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (1/20/26), Common Council (1/27/26)

Text of Legislative File 91378

Fiscal Note

The proposed resolution authorizes the Mayor and City Clerk to enter into a cost sharing agreement with Dane County establishing the County's contribution of $2.0 million towards the construction of the Madison LakeWay. The funding source was recognized and authorized in the Parks Division's 2025 Adopted Capital Budget (Munis #17362). No additional appropriation is required.

Title

Authorizing the Mayor and City Clerk to execute a cost sharing agreement for the construction of the Madison LakeWay Community Causeway Improvements. (District 13, District 4)

Body

WHEREAS, the City owns the area known as the Madison LakeWay, which includes 1.7 miles of Lake Monona shoreline and 17 acres of lakefront property, extending from S. Blair Street on the north, counterclockwise along the Lake Monona shoreline to E. Lakeside Street on the south, and consists of all or portions of Law Park, the John Nolen Drive Causeway, and Olin Park; and,

WHEREAS, in early 2022, Madison Parks launched the Lake Monona Waterfront Design Challenge-a competition to create a visionary, inclusive, and environmentally focused master plan for the Madison LakeWay, the City's foremost public lakefront; and,

WHEREAS, in April 2024, the City approved the Design Challenge winner's master plan for the Madison LakeWay (the Lake Monona Waterfront Master Plan, or "Master Plan") and directed Madison Parks to pursue outside funding resources to the extent possible to realize the vision set by the Plan; and,

WHEREAS, a portion of Phase 1 of the Madison LakeWay Project, the Community Causeway Improvements (the "Project"), is projected to commence in 2027; and,

WHEREAS, as part of its 2025 Capital Budget, the County has set aside $2 million towards the capital costs associated with the Project; and,

WHEREAS, pursuant to Section 66.0301 Wis. Stats., the City and the County wish to formalize arrangements for the County's contributions towards the City's capital costs associated with the Project.
NOW THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are authorized to sign an agreement with Dane County formalizing arrangements for the County's contribution towards the construction of the Community Causeway Improvements component of Phase 1 of the Madison LakeWay Project, in a form to be approved by the City Attorney and consistent with the Agreement attached hereto.

BE IT FURTHER RESOLVED that the City shall implement and maintain the Community Causeway Improvements as a public park facility for a minimum project life of 20 years and that the City shall not sell, restrict, or convert or approve conversion of the capital project that results in any use inconsistent with the type of use for which the County's funds were provided during the life of the Project.

COST SHARING AGREEMENT FOR THE CONSTRUCTION OF THE MADISON LAKEWAY COMMUNITY CAUSEWAY IMPROVEMENTS

Between the City of Madison and Dane County

THIS AGREEMENT, entered into by and between the City of Madison, a Wisconsin municipal corporation (hereinafter referred to as "City"), and Dane County, a quasi-municipal corporation (hereinafter referred to as "County"), is effective as of the date by which both parties have signed hereunder.

WITNESSETH:

WHEREAS, the City owns the area known as the Madison LakeWay, which includes 1.7 miles of Lake Monona shoreline and 17 acres of lakefront property, extending from S. Blair Street on the north, counterclockwise along the Lake Monona shoreline to E. Lakeside Street on the south, and consists of all or portions of Law Park, the John Nolen Drive Causeway, and Olin Park; and,

WHEREAS, in early 2022, Madison Parks launched the Lake Monona Waterfront Design Challenge—a competition to create a visionary, inclusive, and environmentally focused master plan for the Madison LakeWay, the City's foremost public lakefront; and,

WHEREAS, in April 2024, the City approved the Design Challenge winner's master plan for the Madison LakeWay (the Lake Monona Waterfront Master Plan, or "Master Plan") and directed Madison Parks to pursue outside funding resources to the extent possible to realize the vision set by the Plan; and,

WHEREAS, a portion of Phase 1 of the Madison LakeWay Project, the Community Causeway Improvements (the "Project"), is projected to commence in 2027; and,

WHEREAS, as part of its 2025 Capital Budget, the County has set aside $2 million towards the capital costs associated with the Project; and,

WHEREAS, pursuant to Section 66.0301 Wis. Stats., the City and the County wish to formalize arrangements for the County's contributions towards the City's capital costs associated with the Project.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

1. Purpose. The purpose of this Cost Sharing Agreement for the Construction of the Madison Lakeway Community Causeway Improvements (the "Agreement") is to set forth the terms and conditions upon which the County will contribute $2,000,000 towards the construction of the Community Causeway Improvements component of Phase 1 of the City's Madison LakeWay Project. This Agreement does not address any highway improvements being

made by the City to John Nolen Drive, which improvements are a separate public works project.

2. Project. The Project shall consist of the construction of a portion of Phase 1 of the Madison LakeWay Project, the Community Causeway Improvements, which will include the shoreline park improvements being made from Olin Park on the south, northwesterly and northeasterly along John Nolen Drive to the North Shore Drive intersection. The Project will include those capital improvements being made to implement the Master Plan, and will include shoreline capital improvements, to include the addition of a pedestrian path, reestablishing trees and vegetation, stormwater improvements, and the addition of boardwalks, piers and other amenities to activate what has largely been underutilized shoreline since its creation in 1967.

3. Timing of Project. The Project is intended to be designed in 2026 with construction starting in 2027.

4. Project Plans. The City will provide County with copies of the Project Plans as they are prepared and approved. In finalizing plans, the City will consider any input provided by the County.

5. Construction Only. This Agreement covers the construction phase of the Project only, and does not cover the preliminary & final design engineering phases of the Project.

6. County's Contribution. The County shall contribute $2,000,000 towards the estimated $12,000,000 costs of the Project. The City anticipates an additional $3,000,000 of Project costs to be paid for by private fundraising, with any shortages in private fundraising, or additional capital costs beyond those estimated, being solely the responsibility of the City.

	Total Estimated Cost	Dane County	Private Fundraising	City of Madison
Capital Costs	$12,000,000	$2,000,000	$3,000,000	$7,000,000

7. Project Management; Billing. The City shall manage and be fully responsible for the Project. The City shall bill the County for its respective share of the Project's capital costs, based upon the following schedule:

   At 25% completion: $500,000
   At 50% completion: $500,000
   At 75% completion: $500,000
   At 90% completion: $500,000

8. Payment. The County will reimburse Madison, within 60 days of billing, for completed services according to the responsibilities stated above.

9. Obligation. The City shall implement and maintain the Project as a public park facility for a minimum project life of 20 years. The City shall not sell, restrict, or convert or approve conversion of the capital project that results in any use inconsistent with the type of use for which the County's funds were provided during the life of the Project.

10. Non-Discrimination. In the performance of the obligations under this Agreement, the parties agree to abide by their own respective affirmative action plans and in doing so agree not to discriminate, in violation of any state or federal law, against any employee or applicant because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. The parties further agree not to discriminate, in violation of any state or federal law, against any subcontractor, or person who offers to subcontract on this Agreement, because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

11. Liability. Each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, boards, commissions, agencies, officers, and representatives and shall be responsible for any losses, claims, and liabilities which are attributable to such acts, errors, or omissions including providing its own defense. In situations including joint liability, each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, agents, boards, commissions, agencies, officers and representatives. It is not the intent of the parties to impose liability beyond that imposed by state statutes.

12. Compliance with Laws. Each party warrants for itself that it has complied with all applicable statutes, rules, orders, ordinances, requirements and regulations to execute this Agreement, and that the person or persons executing this Agreement on its behalf is authorized to do so.

13. Counterparts and Transmittal of Signatures. This Agreement may be executed in one or more counterparts, and all such executed counterparts shall constitute the same Agreement. A signed copy of the Agreement transmitted by facsimile electronic scanned copy (.pdf) or similar technology and shall be as valid as original. This Agreement may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Agreement may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Agreement, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the PARTIES hereto have caused this Agreement to be executed by their proper officers on the day and year written below.

FOR DANE COUNTY

Melissa Agard, Dane County Executive	Date
Scott McDonell, Dane County Clerk	Date

FOR THE CITY OF MADISON

Satya Rhodes-Conway, Mayor	Date
Lydia A. McComas, City Clerk	Date

Countersigned:

David P. Schmiedicke, Finance Director	Date

Approved as to form:

Michael Haas, City Attorney	Date

Execution of this Agreement by the City of Madison is authorized by Resolution Enactment No. RES __-_____, ID No. _____, adopted by the Common Council of the City of Madison on _____, 20__.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91390

File ID:	91390	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/05/2026
File Name:	Double Dollars Service Contract with Community Action Coalition			**Final Action:**	

Title: Authorizing a noncompetitive service contract with Community Action Coalition for South Central Wisconsin, Inc for program management services for the City of Madison-Dane County Double Dollars Program.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 94.

Sponsors: Regina M. Vidaver, Tag Evers And Bill Tishler

Effective Date:

Attachments: Non-Competitive Selection Request - Community Action Coalition for South Central Wisconsin, Inc..pdf

Enactment Number:

Author: George Reistad, Business Development Specialist

Hearing Date:

Entered by: cklawiter@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/5/2026	Maggie McClain	Approve	1/23/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Economic Development Division	01/05/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Finance Committee (1/20/26), Common Council (1/27/26)

Text of Legislative File 91390

Fiscal Note

The proposed resolution authorizes a non-competitive selection contract with Community Action Coalition for Double Dollars program management services for the City of Madison and

Dane County. The Economic Development Division's 2026 Adopted Operating Budget includes the City's contribution of $75,000, and Dane County will contribute $10,000 to administration of the program to cover the balance of the contract. No additional City appropriation required.

Title

Authorizing a noncompetitive service contract with Community Action Coalition for South Central Wisconsin, Inc for program management services for the City of Madison-Dane County Double Dollars Program.

Body

WHEREAS, The City of Madison supports affordable access to fresh, healthy food for people of all income levels, and especially low-income residents; and

WHEREAS, SNAP-EBT incentive programs (commonly called “Double Dollars” or “Double Up Bucks”) that increase the purchasing power of low-income residents have been a proven solution to increasing affordability of fresh, healthy foods; and

WHEREAS, The City of Madison and Dane County have collaborated for many years to fund the City of Madison & Dane County Double Dollars Program; and

WHEREAS, Community Action Coalition for South Central Wisconsin, Inc. has served as the Double Dollars Program operator for over 12 years, has been the sole respondent to two Dane County-led RFP processes over that duration, and has established program management expertise, deep program commitment from organizational and board leadership, and financial commitments to the Double Dollars Program; and

WHEREAS, for many years the Dane County Department of Human Services served as the Double Dollars contract administrator; and

WHEREAS, Historic funding parity between the City of Madison and Dane County has shifted due to the 2026 Dane County budget shortfall, where the City of Madison is now contributing $75,000 annually to the program and Dane County is contributing $10,000 annually to the program, necessitating the City of Madison to become the contract administrator for the $85,000 Double Dollars Program contract; and

WHEREAS, for the reasons stated in the attached Noncompetitive Selection Request Form, the proposed contract with Community Action Coalition for South Central Wisconsin, Inc. meets the exception to the bidding process in section 4.26(4)(a)7. which states “A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant”;

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are authorized to execute a services contract not to exceed $85,000 with Community Action Coalition for South Central Wisconsin, Inc. for the above described services.

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
Christine Koh
Internal Audit & Grants Manager
Kolawole Akintola
Risk Manager
Eric Veum
Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
1100 GENERAL

Major
546** Consulting/Professional Services

Agency
Economic Development

Total Purchase Amount
$ 85,000.00

Vendor Name
Community Action Coalition for South Central Wisconsin, Inc.

Product/Service Description
Community Action Coalition for South Central Wisconsin, Inc. (CACSCW) administers the Double Dollars Program, which increases the purchasing power of SNAP-EBT users at participating City and County farmers markets. CACSCW will coordinate with participating farmers' markets to help build capacity to increase access to fresh local produce through EBT and Double Dollars, they will support and coordinate fundraising for the Double Dollars program, and they will maintain regular office hours and at least a 1.0 FTE employee to administer the program and deliver program services.

Exception Criteria
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.

Reason For Request
Historically, the Double Dollars Program has been contractually administered by Dane County Dept of Human Services via a larger contract focused on accepting and bolstering SNAP-EBT at farmer's markets. Community Action Coalition for South Central WI (CACSCW) has been the operator of this EBT contract for many years, since 2012 or 2013 - slightly preceding the City's entree into SNAP incentives work (Double Dollars) in 2014/2015.

In 2014, the City started contributing money to the program under the title “MadMarket Double Dollars Program” starting at ~$15,000 and has now increased funding to $75,000 as of the recently passed 2026 budget. Over the last 10-11 years, the City and County maintained funding parity with one another; in FY25 the City and the County each put in $62,500 to support EBT and Double Dollars at participating farmers markets (there are 8 participating markets; 5 in the City and 3 in the County).

This year, because of the $31m budget deficit that Dane County was facing, they cut their support from $62,500 to $10,000 and the City increased funding support from $62,500 to $75,000. With that large funding shift, the County has indicated that they no longer want to manage the EBT/Double Dollars contract and has asked the City to take over the contract. The City would then invoice Dane County for their $10,000 portion -- for a total contract of $85,000.

I believe there is a strong case for a non-competitive exemption under the following clause of the Madison General Ordinances:

MGO 4.26(4)(a)7 – EXCEPTIONS TO RFP PROCESS FOR SERVICES CONTRACT >$75k
(4) Exceptions to RFP Process. The City may enter into negotiated contracts to purchase services without a competitive bidding process if the following are met:
(a) One or more of the following criteria are present as found by the Finance Director:
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant;

To-date – CACSCW has been the EBT/Double Dollars program operator for 12-13 years. In that time many RFPs (I beleive 3) were issued by Dane County to administer the program and CACSCW was the only respondent every time. They have strong institutional knowledge of the program and the program has strong support among leadership and the org's board.

Additionally, because of the funding loss from Dane County for 2026, CAC is providing ~40-$50k of their own organizational funding into the Double Dollars Program to fill the gap and make sure that the program operates at City and County markets at historic capacity re staffing and market assistance.

It is because of the reasons above that I belive a non-competitive selection request is warranted for the Double Dollars Program.

Requestor
Reistad, George C

Comments
The City of Madison has paid Community Action Coaliation of South Central Wisconsin, Inc. (CAC) a total of $47,462,940 since 2015. Of that amount, $46,526,959 was through a contract begun in 2021 and amended multiple times "to help prevent evictions and promote housing stability for eligible households affected by the COVID-19 pandemic." Those funds were sourced from the federal Emergency Rental Assistance grant. Additionally, the remaining $935,981 has been paid for a variety of grant programs, including Housing Assistance grants, Emergency Services Grants, the Farmers Market Double Dollars program, etc. All of the amounts paid to CAC were non-competitively selected.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91400

File ID:	91400	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/05/2026
File Name:	Delete the classification of Fire Administrative Services Manager from CG18, R12 in the salary schedule and recreate the classification in CG18, R14. Recreate position #2152 as Fire Administrative Services Manager (CG18, R14) and reallocate the employee.			**Final Action:**	

Title: Delete the classification of Fire Administrative Services Manager from CG18, R12 in the salary schedule and recreate the classification in CG18, R14. Recreate position #2152 as Fire Administrative Services Manager (CG18, R14) and reallocate the employee.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	95.
Sponsors:	Director of Human Resources	**Effective Date:**	
Attachments:	PB Memo MFD Admin Services Manager.pdf, NEW Position Description_Fire Admin Services Manager_2025.pdf	**Enactment Number:**	
Author:	Julie Trimbell, Human Resources Analyst	**Hearing Date:**	
Entered by:	jortiz@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Robert Mulcahy	Approve	1/26/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	01/05/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (1/20/26), Personnel Board (1/15/26), Common Council (1/27/26)

Text of Legislative File 91400

Fiscal Note

Fiscal Note Pending.

Title

Delete the classification of Fire Administrative Services Manager from CG18, R12 in the salary schedule and recreate the classification in CG18, R14. Recreate position #2152 as Fire Administrative Services Manager (CG18, R14) and reallocate the employee.

Body

Resolution deleting the classification of Fire Administrative Services Manager (CG18, R12), creating the classification of Fire Administrative Services Manager in CG18, R14, and recreating the 1.0 FTE position #2152 as Fire Administrative Services Manager (CG18, R14), within the permanent salary details of the Fire Department Operating Budget, and reallocating the employee, B. Sloat, to the new position, thereof.

TO: Personnel Board

FROM: Julie Trimbell, Human Resources

DATE: December 15, 2025

SUBJECT: Fire Administrative Services Manager – Fire Department

The Human Resources Department received a request from Fire Chief Chris Carbon on August 19, 2025 to study position #2152 of Fire Administrative Services Manager (CG 18, Range 12), currently filled by Brent Sloat, to determine if it was properly classified. Upon reviewing the updated and prior position descriptions, the current class specification and other related class specifications and positions, and conducting interviews with Brent, Chief Carbon and finance managers from the Engineering Division, Information Technology Department, Water Utility, Metro Transit, Police Department and Parks Division, I recommend the following actions for the reasons detailed in this memo:

- Delete the classification of Fire Administrative Services Manager in CG 18, Range 12.
- Create a new classification of Fire Administrative Services Manager with placement in CG 18, Range 14.
- Recreate position #2152 as a Fire Administrative Services Manager in CG 18, Range 14.

The Fire Administrative Services Manager reports directly to the Fire Chief and supervises two paraprofessional Accounting Technician 3s that perform lower-level financial support work. The position oversees the Fire Department's general accounting, payroll accounting, budgeting, purchasing, revenue management, contract management, and grant management functions. This position also serves on the Fire Management Team, performs financial, operational and staffing analysis, and provides personnel and legislative management and program planning and evaluation support. Specific details of responsibility with the position include:

- Operating budget of $75M;
- Capital budget of $4.3M;
- Approximately 5 grants totaling $1.3M with reporting requirements;
- 12 contracts, including 5 service contracts with smaller jurisdictions;
- Approximately 450 Fire Department employees;
- Two labor contracts, including educational incentive pay;
- Telestaff administration with 53 work codes;
- 31 Munis pay types;
- FMLA management;
- Worker's compensation;

The following higher compensated finance manager positions and classifications in CG18, Range 15 from other City agencies were reviewed for comparison purposes:

- The Police Administrative Services Manager also performs financial management work for a public safety agency. This position oversees an operating budget of $98M, a capital

budget of $2.3M, and 25 grants of $2M. The position reports to an Assistant Police Chief and supervises three professional positions (Grants Administrator 4, Accountant 2 and Human Resources Analyst 2), four paraprofessional employees (including an Accounting Technician 1), and an administrative employee. The employee count in this agency is approximately 600 and also includes two labor contracts with educational incentive pay. The number of Telestaff work codes they manage is 291 and there are 213 Munis pay types. This position oversees grant finding/writing, human resources functions (commissioned promotional processes, wellness checks, FMLA, worker's compensation, supervision/coordination of light/restricted duty employees), special event planning/ directing/scheduling, and serves as the Incident Command System Police Finance Chief and on the Police Management Team.

- The Water Utility Financial Manager is responsible for budgets of $60M in operating and $27M in capital, one grant of $6M and also works with bonds. This position reports to the Water Utility General Manager and directly manages 3 supervisor positions and indirectly oversees 23 staff members, including a professional Accountant 4 and 3, Computer Specialist, Accounting Technician 3, a Field Service Analyst, Field Service Leadworkers and Representatives, Customer Service Representatives, and administrative and hourly staff. The position oversees a Customer Service/Billing unit and the Meter Operations unit in addition to the Finance staff. This position is responsible for financial forecasting, administration and coordination of the annual Utility financial audit, and using the Utility's computer modeling software to determine the impact of capital investments and operating expenditures to determine the appropriateness of utility rates. The position analyzes and recommends utility rate changes with the State of Wisconsin Public Service Commission regulatory agency, prepares required paperwork and provides required presentations to political bodies in the City and the State regarding rates, expenditures, operating rules, and levels of service and has annual reporting responsibility to the Public Service Commission and Water Board.
- The Transit Finance Manager manages budgets of $75M in operating and $14.5M in capital. This position manages approximately 6 grants and 9 partnership contracts with UW, Madison Metropolitan School District, and neighboring towns, and also works with bonds. The position reports to the Transit Chief Administrative Officer, and directly supervises a professional Accountant 4 and 2 and indirectly supervises 2 additional Accountants and five paraprofessional employees. The employee count in this agency is approximately 500 and also includes a labor contract. The position must adhere to Federal Transit Administration protocols and standards, and interacts with the Transportation Board. This position makes rider rate increase recommendations, manages revenue and works with bonds. Metro Transit also has significant FMLA usage among its employees adding to its complexity.

These positions along with the Fire Administrative Services Manager position all perform high level supervisory/managerial, administrative and professional work and oversee large complex agency financials. They all work closely with their agency head to support agency operations, programs and/or services. The responsibilities of the three Range 15 positions include supervision of more staff and higher-level roles, including professional and/or supervisory, as well as other staff and/or work units outside the realm of finance, and/or have the added complexity of bonds and rate

setting. As such, placement of the Fire Administrative Services Manager classification in Range 15 is not appropriate.

Several other finance manager positions exist in the CG18, Range 12 classification of Financial and Administrative Manager, including Parks, Parking and Traffic Engineering. These positions have smaller budgets and fewer permanent staff overall and do not have responsibility for employment contracts and the complexity that those bring. Due to this, continued placement of the Fire Administrative Services Manager classification in Range 12 is not appropriate.

In considering the job responsibilities of this position and the scope of financial management positions in other agencies including budget levels and staff supervision, placement in CG 18, Range 14 is appropriate given the level and complexity of work with which this position is responsible for managing and its similarity to the makeup of the Police Department. Based on the prior analysis, I recommend deleting the classification of Financial and Administrative Manager in CG 18, Range 12, creating the classification of Financial and Administrative Manager in CG 18, Range 14 and recreating position #1027 in this classification within the Fire Department budget.

The necessary resolution to implement this recommendation has been drafted.

Effective date: 8/31/25

Editor's Note:

Compensation Group/Range	2026 Annual Minimum (Step 1)	2026 Annual Maximum (Step 5)	2026 Annual Maximum +12% longevity
18/12	$93,996	$113,478	$127,095
18/14	$103,336	$124,402	$139,330

cc: Chris Carbon – Fire Chief
Erin Hillson – Human Resources Director

CITY OF MADISON POSITION DESCRIPTION

1. Name of Employee (or "vacant"): Brent Sloat
   Work Phone: 266-4777

2. Class Title (i.e. payroll title): Fire Administrative Services Manager

3. Working Title (if any): Fire Administrative Services Manager

4. Name & Class of First-Line Supervisor: Chief Christopher Carbon
   Work Phone: 266-6564

5. Department, Division & Section: Fire Department

6. Work Address: 314 W Dayton St.

7. Hours/Week: 38.75
   Start time: 8:00 a.m. End time: 4:30 p.m.

8. Date of hire in this position: 4/3/2022

9. From approximately what date has employee performed the work currently assigned: 4/3/2022

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10. Position Purpose: (How this position fits into the overall mission, vision, and goals of your agency and work unit.)
    The purpose of the Fire Administrative Services Manager is to ensure the Madison Fire Department's finances and administrative services are effective, efficient, and adaptable so that MFD is prepared to handle all emergencies and issues that the department is called upon to mitigate in the city and surrounding region.

11. Position Summary:
    The Fire Administrative Services Manager is responsible for the Fire Department's general accounting, payroll accounting, budgeting, purchasing, revenue management, contract management, grant management and assists with the department's personnel management (i.e., staffing and position control) and program evaluation. This position, along with two direct reports, provide professional staff support in the development, analysis, and administration of the department's budget, programs, and operations and in overseeing and developing the full range of centralized administrative support functions (e.g., payroll, accounts payable, accounts receivable, purchasing, contracting, grant management). This position is also a system administrator for Telestaff—the department's scheduling system—and represents the department in audits, develops council resolutions, and participates on department/citywide teams and assigned committees. Under the general supervision of the Fire Chief, the Fire Administrative Services Manager functions as an integral member of the Fire Leadership Team by providing expertise in the areas of staff analysis, personnel management, organizational theory and behavior, administration, performance measurement, and performance improvement. Work is characterized by the regular use of independent judgment and discretion.

12. Functions and Worker Activities: (Do NOT include duties done on an "Out-of-Class" basis.)

    10% A. **General Accounting**
    1. Oversee and be able to perform all general accounting activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
    2. Manage and lead all aspects of responsible governmental fund and modified accrual accounting
    3. Supervision of daily accounting transactions
    4. Supervision of accounts payable
    5. Supervision of accounts receivable
    6. Direct staff and provide expertise in accounting transactions in compliance with GAAP, GASB, and City ordinances

7. Direct the preparation of financial statements
8. Participate in compliance reporting for internal and external audits
9. Review and analysis of annual borrowing official statements and debt requirements
10. Management of general ledger, project ledger, and chart of accounts
11. Manage, develop, and participate in Munis ERP system development and management
12. Analyze complex accounting problems within the department and execute solutions in conjunction with City Finance
13. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed
14. Develop and implement improvements to a variety of existing accounting processes, internal fiscal control systems, and reporting practices

10% B. **Payroll Accounting**

1. Oversee and be able to perform all payroll accounting activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Oversee or perform all aspects of biweekly payroll processes
3. Review biweekly payroll submission and approve for processing
4. Oversee and perform all aspects of benefits management
5. Oversee and perform all aspects of employee reimbursement and other compensation not included in regular payroll, including management of relevant databases and systems
6. Oversee and manage all aspects related to personnel actions, employee job/salary, employee master, and other related payroll modules, processes, and procedures in Munis
7. Oversee and provide timely required and requested payroll reporting, including W-2s, tax liabilities, and WRS
8. Analyze complex payroll accounting problems within the department and execute solutions in conjunction with City Finance
9. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed
10. Develop and implement improvements to a variety of existing payroll processes, internal fiscal control systems, and reporting practices

15% C. **Personnel Management**

1. Oversee and be able to perform all personnel management activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Assist the Fire Chief and Assistant Chief of Personnel with data collection, analysis, and presentation related to staffing and staffing issues
3. Monitor authorized and filled positions; plan for retirements in consideration of salary savings and upcoming recruit class
4. Oversee and perform all aspects of position control in Munis
5. Coordinate allocation of position funding among general fund and grant funding sources
6. Assist the Assistant Chief of Personnel and payroll clerks (i.e., Accountant and Accounting Technician) with the movement of employees and changes in compensation due to shift change, premium change, rank change, etc.
7. Participate or advise on recruitment and promotional processes
8. Assist with analyses related to performance issues
9. Assist with review, development, and interpretation of collective bargaining agreements and employee memorandums of understanding
10. Assist subject matter experts, supervisors, Assistant Chief of Personnel, HR Analyst on all aspects related to recruiting, hiring, and onboarding
11. Participate on Telestaff Review Committee
12. Work with Department leadership and Labor management to implement Telestaff configuration changes for work rules, pay codes, shift schedules, authority levels and approvals
13. Program supervision of scheduling system and coordinate with IT on testing and implementation of new versions and case management for issue resolution
14. Analyze complex personnel and Telestaff problems within the department and execute solutions in conjunction with MFD leadership, City HR, City Finance, City IT, etc.
15. Review all guidelines developed by City HR, City Finance, City IT, etc. and provide adaptation to Fire processes and procedures as needed

16. Develop and implement improvements to a variety of existing personnel management processes, internal fiscal control systems, and reporting practices

10% D. **Budgeting**

1. Oversee and be able to perform all budgeting activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Develop, analyze, and administer the department's capital and operating budgets
3. Work with the Fire Chief and assigned managers on reviewing and developing requests, justifications, and other supporting data when developing and managing the department's budget
4. Provide budgetary planning and cost benefit analysis related to finances, purchasing, and funding options
5. Prepare reports related to budget requests and analysis, compile semi-annual projections for Finance Department review, and answer questions from the Council Finance Committee regarding projections
6. Develop visualizations, tools, and resources to help department chiefs and managers to monitor the budget-to-actuals for their respective work units
7. Develop quarterly budget reports for department meetings and use
8. Analyze complex budgeting problems within the department and execute solutions in conjunction with City Finance
9. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed
10. Develop and implement improvements to a variety of existing budgeting processes, internal fiscal control systems, and reporting practices

10% E. **Purchasing**

1. Oversee and be able to perform all purchasing activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Research vendors to supply services/items for the Fire Department and determine whether this purchase will require an RFB/RFP, contract, or neither
3. Work with the City Attorney and other necessary city agencies on non-standard contracts
4. Prepare and review RFP and bid documents for the specs portion, including working with City Purchasing on response to potential bidder questions and submitting award recommendations
5. Negotiate and assist staff on non-competitive department contracts
6. Draft and process standard Purchase of Services Contracts
7. Administer the Department's p-card program, review purchases, approve monthly statements, and establish spending limits
8. Attend citywide purchasing contacts meetings
9. Develop and distribute purchasing resources and tools to department leadership and managers
10. Act as the department's purchasing point of contact
11. Analyze complex purchasing problems within the department and execute solutions in conjunction with City Finance
12. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed
13. Develop and implement improvements to a variety of existing purchasing processes, internal fiscal control systems, and reporting practices

5% F. **Revenue Management**

1. Oversee and be able to perform all revenue management activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Coordinate accounts receivable activities, develop and review external billings (e.g., special duty, special event, intergovernmental agreements), monitor revenue collections, direct staff in audits, and review of cashiering receipts
3. Assist the Finance Department with third party ambulance and conveyance billing
4. Manage capital assets and debt as may be required
5. Analyze and project all accounts receivable on a monthly, quarterly, and annual basis
6. Develop multiyear revenue projections and develop recommended changes for all revenue

sources, including special duty/event, intergovernmental agreements, ambulance billing, and inspection fees
7. Analyze complex revenue and billing problems within the department and execute solutions in conjunction with City Finance
8. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed
9. Develop and implement improvements to a variety of existing revenue and billing processes, internal fiscal control systems, and reporting practices

5% G. **Contract Management**

1. Oversee and be able to perform all contract management activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Review and execute citywide contracts
3. Encumber contracts to ensure budget compliance
4. Participate in vendor/contract selection
5. Assist with drafting and reviewing RFPs and RFBs specific to the Fire Department
6. Negotiate contracts with vendors
7. Serve as contract lead with vendors
8. Work with the City Attorney on non-standard contracts
9. Negotiate or assist staff on non-competitive department contracts
10. Draft and process standard Purchase of Services Contracts
11. Attend citywide contracting contacts meetings
12. Assist other departments, like Finance, IT, and HR, with contract development for enterprise contracts with a large effect on the Fire Department
13. Develop and distribute contracting resources and tools to department leadership and managers
14. Act as the department's contract point of contact
15. Analyze complex contract problems within the department and execute solutions in conjunction with City Finance
16. Review all guidelines developed by City Finance and Attorney's Office and provide adaptation to Fire processes and procedures as needed
17. Develop and implement improvements to a variety of existing revenue and billing processes, internal fiscal control systems, and reporting practices

5% H. **Grant Management**

1. Oversee and be able to perform all grant management activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Provide financial information for grant applications and prepare grant reimbursement claims and coordinate preparation of interim and final reports, data submission, and audits
3. Monitor grant funding and accounts receivable
4. Set up and manage project ledger accounts for grants
5. Assist with grant writing and reporting
6. Monitor federal, state, and private sources for the availability of supplemental funding
7. Work with the Finance Department's grant writer, grant accountant, and internal audit team on all aspects of grant management
8. Participate in Finance Department single audit activities
9. Analyze complex grant problems within the department and execute solutions in conjunction with City Finance
10. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed
11. Develop and implement improvements to a variety of existing grant management processes, internal fiscal control systems, and reporting practices

5% I. **Legislative Management**

1. Oversee and be able to perform all legislative management activities listed in the Fire Department's Accountant and Accounting Technician position descriptions
2. Develop department resolutions for introduction to Council
3. Attend Finance Committee and Common Council meetings (when required) for items on the agenda

4. Assist with Public Safety Review Committee (PSRC) meetings, when necessary
5. Finalize any agreements with the City Attorney and route for signature
6. Monitor status of routing process and follow up as necessary
7. Upon receipt of signed agreements, forward copies to Department designees and send original to contractor
8. Maintain status of department contracts and coordinate renewals of additional terms
9. Analyze pending legislation and administrative rules and report potential impact to the Fire Chief and leadership team
10. Review all guidelines developed by the Office of Common Council and provide adaptation to Fire processes and procedures as needed

15% J. **Program Evaluation**

1. Assist the department's Fire & EMS Program Analyst with data collection, analysis, and presentation
2. Assist citywide initiatives related to Results Madison and other data projects, including acting as a data steward for the Fire Department
3. Provide assistance and expertise related to performance measurement and performance improvement
4. Participate in program planning and evaluation
5. Coordinate team efforts on administrative matters and special projects
6. Develop and recommend operational and programmatic standards and procedures
7. Evaluate and recommend policy and procedural changes in such areas as program budgeting, goal development, long-range planning, program and budget development, and expense control
8. Design and implement administrative and operational analysis studies
9. Conduct research, organize data into useful and meaningful reports, and recommend changes in practices, policies, procedures, work assignments, and programs based on the findings
10. Coordinate, evaluate, and report on assigned projects and programs of a special or ongoing nature
11. Coordinate and conduct projects to determine the effectiveness, efficiency, and adaptability of department projects and programs
12. Attend meetings to provide expertise on fiscal management, operational analysis, and administration
13. Review all guidelines developed by City Finance and provide adaptation to Fire processes and procedures as needed

10% K. **Supervision and Employee Development**

1. Daily supervision of two positions directly reporting to the Fire Administrative Services Manager (i.e., Accountant and Accounting Technician)
2. Continuous development and training of employees in order for employees to assume more responsibilities and diversify body of work
3. Conduct quarterly employee check in meetings
4. Continuous development and improvement of work unit so that all three positions are able to assist with all aspects of the unit

13. Primary knowledge, skills and abilities required:

Working knowledge of professional payroll accounting theory, principles, and practices. Working knowledge of accounting systems and their applicability to municipal financial operations. Working Knowledge of and ability to use computer software applicable to the duties of the position. Ability to apply accounting theory to operational problems. Ability to prepare routine financial statements and reports. Ability to gather, tabulate, and prepare various statistical reports. Ability to perform financial audits. Ability to follow written and oral instructions. Ability to read, analyze, and apply complex policies related to different employee groups, particularly collectively bargaining groups. Ability to develop and maintain effective working relationships with a wide variety of City and external business contacts. Ability to perform accurate calculations. Ability to lead or train other staff, including commissioned (i.e., Local 311 and AMFS) employees. Ability to communicate effectively both orally and in writing. Ability to use computers in conducting professional accounting work. Ability to prepare complex financial statements and reports.

Ability to advise and assist both internal and external managers on the resolution of accounting problems or issues. Ability to maintain adequate attendance.

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14. Special tools and equipment required:
Employees will be expected to use standard office equipment such as a telephone, computer, calculator, copier, and fax machine. Complex computer skills are essential, including thorough knowledge of Excel, Access, and other MS Office Suite applications. The ability to learn and administer Telestaff and to navigate and use MUNIS effectively is also required.

15. Required licenses and/or registration:

16. Physical requirements:
Able to sit at a desk for long periods

17. Supervision received (level and type):
Under the general supervision of the Madison Fire Chief

18. Leadership Responsibilities:

This position:
- ☒ is responsible for supervisory activities (Supervisory Analysis Form attached).
- ☐ has no leadership responsibility.
- ☐ provides general leadership (please provide detail under Function Statement).

19. Employee Acknowledgment:

- ☒ I prepared this form and believe that it accurately describes my position.
- ☐ I have been provided with this description of my assignment by my supervisor.
- ☐ Other comments (see attached).

Brent Sloat
EMPLOYEE

8/19/25
DATE

20. Supervisor Statement:

- ☐ I have prepared this form and believe that it accurately describes this position.
- ☒ I have reviewed this form, as prepared by the employee, and believe that it accurately describes this position.
- ☐ I have reviewed this form, as prepared by the employee, and find that it differs from my assessment of the position. I have discussed these concerns with the employee and provided them with my written comments (which are attached).
- ☐ I do not believe that the document should be used as the official description of this position (i.e., for purposes of official decisions).
- ☐ Other comments (see attached).

Chris Carbon
SUPERVISOR

8/19/25
DATE

Instructions and additional forms are available from the Human Resources Dept., Room 261, Madison Municipal Bldg., calling 266-4615 or visiting cityofmadison.com/employeenet/policies-procedures/position-descriptions.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91404

File ID:	91404	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/06/2026
File Name:	Delete the classification of Librarian 3 in CG18, Range 8. Create the classifications of Library Supervisor 1, 2, and 3, in CG18, Ranges 8, 9 and 10, respectively. Recreate Librarian 3 position #5171 as a Library Supervisor 1. Recreate Librarian 3 positio			**Final Action:**	

Title: Delete the classification of Librarian 3 in CG18, Range 8. Create the classifications of Library Supervisor 1, 2, and 3, in CG18, Ranges 8, 9 and 10, respectively. Recreate Librarian 3 position #5171 as a Library Supervisor 1. Recreate Librarian 3 positions #3403, 3702, 4003 and 4292 as Library Supervisor 2. Recreate Librarian 3 positions #485 and 4177 as Library Supervisor 3. Recreate Librarian Supervisor positions #449 and 4293 as Library Supervisor 3, and reallocate all employees to the new positions.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	96.
Sponsors:	Director of Human Resources	**Effective Date:**	
Attachments:	PB Memo Librarian 3.pdf, Library Supervisor 1-3 10-2025.pdf	**Enactment Number:**	
Author:	Julie Trimbell, Human Resources Analyst	**Hearing Date:**	
Entered by:	jortiz@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Maggie McClain	Approve	1/26/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	01/06/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Finance Committee (1/20/26), Personnel Board (1/15/26), Common Council (1/27/26)

Text of Legislative File 91404

Fiscal Note

Fiscal note pending.

Title

Delete the classification of Librarian 3 in CG18, Range 8. Create the classifications of Library Supervisor 1, 2, and 3, in CG18, Ranges 8, 9 and 10, respectively. Recreate Librarian 3 position #5171 as a Library Supervisor 1. Recreate Librarian 3 positions #3403, 3702, 4003 and 4292 as Library Supervisor 2. Recreate Librarian 3 positions #485 and 4177 as Library Supervisor 3. Recreate Librarian Supervisor positions #449 and 4293 as Library Supervisor 3, and reallocate all employees to the new positions.

Body

Resolution deleting the classification of Librarian 3 in CG18, Range 8, creating the classifications of Library Supervisor 1, 2, and 3, in CG18, Ranges 8, 9 and 10, respectively, recreating Librarian 3 position #5171 as a Library Supervisor 1, recreating Librarian 3 positions #3403, 3702, 4003 and 4292 as Library Supervisor 2, recreating Librarian 3 positions #485 and 4177 as Library Supervisor 3, recreating Librarian Supervisor positions #449 and 4293 as Library Supervisor 3, and reallocating all employees, M. Gartler, G. Wong, Y. Ramirez, C. Davies, J. Jorgenson, M. Spelman, M. Navarre-Saaf and T. Pineda, to the new positions, respectively, within the permanent salary details of the Library Operating Budget, thereof.

TO: Personnel Board

FROM: Julie Trimbell, Human Resources

DATE: October 10, 2025

SUBJECT: Madison Public Library – Librarian 3 (Non-Represented)

The Human Resources Department received a request from Library Associate Director Krissy Wick on February 12, 2023 to study six Librarian 3 positions in CG18-08, currently filled by Carra Davies (#4292), Marc Gartler (#3403), Jane Jorgenson (#485), Yesianne Ramirez (#4003), Michael Spelman (#4177), and Git Ching Wong (#3702), to determine if the positions are properly classified based on the current job responsibilities assigned to them or whether the work is more equivalent in nature to that of the Librarian Supervisor classification in CG18-R10. Following a review of the submitted materials, the current class specification and other City class specifications, meeting with all six Librarian 3s, and conducting multiple interviews with Library Director Tana Elias and Krissy, I recommend the following:

- Delete the classification of Librarian 3 in CG18, Range 8;
- Create a new classification series of Library Supervisor 1, 2 and 3 in CG18, Ranges 8, 9 and 10, respectively;
- Recreate position #5171 (vacant) as a Library Supervisor 1;
- Recreate positions #3403, 3702, 4003, and 4292 as Library Supervisor 2;
- Recreate positions #485 and 4177 as Library Supervisor 3;
- Recreate Librarian Supervisor positions #449 (Margie Navarre-Saaf) and 4293 (Tammy Pineda) as Library Supervisor 3;
- Reallocate the employees to the corresponding new classifications.

The following is a breakdown of the six Librarian 3 positions with their respective libraries and any substantial on-going systemwide programs of responsibility:

Position	**Employee**	**Library**	**Systemwide Team Lead**
485	Jorgenson	Hawthorne & Pinney	Multi-site Library Assistants Safety and Security
3403	Gartler	Ashman & Sequoya	
3702	Wong	Monroe St. & South Madison	
4003	Ramirez	Meadowridge	Partnerships (Live Well and Beyond the Page)
4177	Spelman	Central	Information Connection and Referral Outer Library Loan
4292	Davies	Lakeview	Adult Programming

All six positions primarily manage the staff, services and facilities at their respective libraries. In addition to this work, the five positions not located at Central Library serve in a Supervisor in Charge role every fifth week in which they are responsible for maintaining staffing levels at the 8 neighborhood libraries. The position at the main Central Library serves as primary Supervisor in Charge Mondays through Fridays from 8:15am – 5pm, and as part of a rotation on evenings and weekends with other members of the Library Management Team. All six Librarian 3 positions also participate in various short-term systemwide projects, including policy and procedure development and improvement. The Librarian 3 class spec describes:

> …responsible advanced-level professional library work in **providing leadership, coordination and management of staff, library collections and assigned facilities**. This class is **also characterized by primary emphasis on the development and implementation of a major library program.** Work involves considerable programmatic responsibility, judgment and discretion. Under the general direction of the Library Associate Director, employees are charged with **overseeing effective and efficient library services and directing innovative programmatic improvements** in alignment with the Library's vision, mission and service philosophy. [emphasis added]

Among the six positions, differences do exist in their scope of responsibility. Three positions (485, 3403 and 3702) supervise more than one neighborhood library, which adds complexity in the management of dual budgets, staff and facilities. In addition, they serve two different populations with varying needs and services. Four of the positions (485, 4003, 4177, and 4292) manage a substantial systemwide team requiring on-going responsibility for coordinating meetings, project management, process and policy recommendations and evaluation, in addition to the management of their specific libraries. In an effort to address the discrepancies in responsibilities among these positions and in order to compensate accordingly, it is recommended that a new series of Library Supervisor with three levels is created:

- Library Supervisor 1 (CG18, R8) represents positions responsible for one neighborhood library with no leadership responsibility for an on-going systemwide team;
- Library Supervisor 2 (CG18, R9) manages two neighborhood libraries OR one neighborhood library with leadership responsibility for an on-going systemwide team;
- Library Supervisor 3 (CG18, R10) is reserved for positions managing two or more neighborhood libraries or the Central library each with leadership responsibility for an on-going systemwide team OR management of a systemwide department performing a specific function of traditional library services, such as Youth Services and Borrower Services (currently managed by Librarian Supervisors in CG18, Range 10).

The Librarian Supervisor class spec describes:

> …responsible administrative, supervisory and professional work in **directing the programs, services, and professional (and support) staff of a function affecting the entire Madison Public Library, such as circulation or marketing**. This work is characterized by **considerable emphasis on program planning and related administrative work**. Employees actively participate in the overall management

> and administration of the Madison Public Library. Under the general supervision of the Library Director, work necessitates considerable judgment and discretion in achieving program goals and objectives. [emphasis added]

Under this new structure and based on the roles previously outlined in the table: positions #3403, 3702, 4003, and 4292 would be classified as Library Supervisor 2; and positions #485 and 4177 would become Library Supervisor 3, as would Librarian Supervisor positions #449 and 4293. The two Librarian Supervisor positions, #449 and 4293, are being folded into this new structure as those positions meet the new definition of managing a systemwide department that performs a specific function of traditional library services. The new position, #5171, in the 2026 Library operating budget, which will oversee the ninth neighborhood library, the Imagination Center at Reindahl Park, will be placed at the Library Supervisor 1 level as it will have no leadership responsibility for an on-going systemwide team.

Therefore, I recommend deletion of the Librarian 3 classification in CG18, Range 8; creation of a new classification series of Library Supervisor 1, 2 and 3 in CG18, Ranges 8, 9 and 10, respectively; recreation of position #5171 as a Library Supervisor 1; recreation of positions #3403, 3702, 4003, and 4292 as Library Supervisor 2; recreation of positions #485 and 4177 as Library Supervisor 3; recreation of Librarian Supervisor positions #449 and 4293 as Library Supervisor 3; and reallocation of all employees to the corresponding new classifications, within the Library operating budget.

The necessary resolution to implement this recommendation has been drafted.

Effective date: 2/19/23

Editor's Note:

Compensation Group/Range	2025 Annual Minimum (Step 1)	2025 Annual Maximum (Step 5)	2025 Annual Maximum +12% longevity
18/08	$76,903	$91,258	$102,209
18/09	$80,003	$95,794	$107,290
18/10	$83,478	$100,326	$112,366

cc: Tana Elias – Library Director
Krissy Wick – Library Associate Director

LIBRARY SUPERVISOR 1 - 3

CLASS DESCRIPTION

General Responsibilities:

This is responsible supervisory and advanced-level professional library work in providing leadership, coordination and management of staff, library collections and assigned facilities. This class is also characterized by primary emphasis on the development, improvement and implementation of a major library program or department. Work may involve serving in a Supervisor in Charge rotation ensuring adequate staffing at various locations/departments on a daily basis. Under the general direction of the Library Associate Director, employees are charged with considerable independence in overseeing effective and efficient library services and directing innovative programmatic improvements in alignment with the Library's vision, mission and service philosophy.

Progression to Library Supervisor 2 and 3 is not automatic, but rather is dependent upon the incumbent taking on responsibility for the Central library, more than one library location and/or for a substantial on-going systemwide program responsibility, as well as the needs of the agency and is generally accomplished through competition or a position study.

Library Supervisor 1

This is responsible supervisory and advanced-level professional library work in providing leadership, coordination and management of staff, library collections and facilities at one neighborhood library with no substantial on-going systemwide program responsibility.

Library Supervisor 2

This is responsible supervisory and advanced-level professional library work in providing leadership, coordination and management of staff, library collections and facilities at two neighborhood libraries OR one neighborhood library and substantial on-going systemwide program responsibility.

Library Supervisor 3

This is responsible supervisory and advanced-level professional library work in providing leadership, coordination and management of staff, library collections and facilities at two neighborhood libraries or the Central library each with substantial on-going systemwide program responsibility OR oversight of a major functional department with systemwide impact (i.e., Youth Services and Borrower Services).

DRAFT

Examples of Duties and Responsibilities:

Library Supervisor 1

Direct the activity of professional, paraprofessional, administrative and hourly staff. Assign, monitor, mentor and coach staff. Recommend discipline as appropriate. Participate in employee interview and screening process. Facilitate staff development by assessing training needs and facilitating training; develop and utilize full range of employee skills and abilities. Provide effective communication and leadership in building effective teams and responding to change. Provide leadership in problem solving; explore and implement system solutions. Teach and model exceptional customer service skills and techniques.

Coordinate diverse collection development activities. Participate in the development, maintenance and evaluation of collection(s), and exercise professional judgment in recommending the purchase of library materials, and/or removing outdated or unwanted materials, as necessary. Analyze data and maintain awareness of collection relevance to customer needs and recommend changes, as appropriate.

Oversee library reference activities at assigned neighborhood libraries. Provide professional library reference services for customers (in-person, by phone, FAX or via e-mail). Interview customers to identify the nature of desired information. Model effective customer interaction techniques. Utilize the internet and electronic databases, library collections, and/or other sources to meet or anticipate customer needs. Provide instruction and consultation to customers on the use of computers, print materials and other reading, listening and viewing options. Provide reader's advisory for informational and recreational needs.

Coordinate innovative programming in response to service area(s) needs. Participate in the professional development, promotion and implementation of library programming (e.g., local outreach and community relations, children's programming, library tours, topical book displays, etc.).

Provide leadership in community needs assessment. Analyze targeted library service areas in order to identify unserved or underserved customers; coordinate new and traditional library services to respond to identified needs. Conduct focus groups and customer surveys as part of ongoing library planning and evaluation.

Collaborate with City agencies, other community organizations and groups to promote use of library resources and meet the community's needs for services. Serve on and represent library at Neighborhood Resource Teams.

Lead and/or participate in various library development project teams and various committee activities to establish, evaluate and improve library policies, procedures, programs and services. Lead the analyses of neighborhood library work processes; and coordinate their implementation.

Manage budget and grant funding and expenses. Prepare various grant proposals, correspondence, and budgets as appropriate.

Recommend facilities improvements relative to programmatic functions, space, furnishings and equipment, etc. Assess and communicate technology needs. Perform basic hardware and peripheral troubleshooting procedures, and report problems as needed.

Observe, analyze and participate in all public service functions and support activities in order to monitor performance and analyze process. Participate in circulation functions.

Coordinate activities and efforts of Library Friends organizations and volunteers.

Perform related work as assigned.

Library Supervisor 2

Perform all work consistent with the class of Library Supervisor 1 at two library locations OR at one library location with responsibility for a substantial on-going systemwide program.

Plan, develop, improve and lead the implementation of a substantial systemwide library program on an on-going basis.

Perform related work as assigned.

Library Supervisor 3

Perform all work consistent with the class of Library Supervisor 2 at two neighborhood libraries or the Central library each with substantial on-going systemwide program responsibility OR provide oversight of a major functional department which has systemwide impact.

Assume responsibility for library-wide programs and services (e.g. Youth Services, Borrow Services, etc.). Plan, develop and direct the implementation of the library programs, functions, and services of a Library Division. Evaluate and improve Department processes and procedures. Develop and recommend Library Department policies, procedures, staffing and resource allocation plans.

Participate in the administration of the Madison Public Library and evaluate library services. Participate in the formulation of library-wide policies and procedures. Assist in formulating long-range and strategic plans and in collecting and evaluating data and information relevant to long-range plans and annual goals and strategies. Provide leadership in the workforce by communicating and building support for the library's strategic direction.

DRAFT

Prepare and present various statistical and narrative reports. Represent departmental interests before the Library Board, community groups and governmental agencies.

Perform related work as assigned.

QUALIFICATIONS

Training and Experience:

Generally, positions in this classification will require:

Library Supervisor 1
Four years of experience performing responsible professional library work as a librarian, including experience performing a wide variety of library-related tasks comparable to tasks performed as a Librarian 2 with the City of Madison. Such experience would normally be gained after graduation from an accredited library school with a master's degree in library or information science. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered.

Library Supervisor 2

Four years of experience performing responsible professional library work as a librarian, including experience performing a wide variety of library-related tasks comparable to tasks performed as a Librarian 2 with the City of Madison. Such experience would normally be gained after graduation from an accredited library school with a master's degree in library or information science. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered.

Library Supervisor 3

Four years of advanced-level professional library work in providing leadership, coordination and management of staff, library collections and assigned facilities. This work must include at least two years experience in overseeing a branch or division with supervision of staff responsibilities. Such experience would normally be gained after graduation from an accredited library school with a Master's Degree in Library or Information Science. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of this position will also be considered.

Specific training and experience requirements will be established at the time of recruitment.

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Knowledge, Skills and Abilities:

Library Supervisor 1

Thorough knowledge of library science theories, principles, practices and terminology applicable to a public library. Thorough knowledge of automated and manual library systems. Thorough knowledge of professional library reference and collection development strategies and resources. Thorough knowledge of and ability to use computer software applicable to the duties of the position. Ability to provide leadership in developing and implementing major library programs. Ability to direct library programs requiring a high degree of judgment and expertise. Ability to develop, recommend, and implement policies and procedures. Ability to supervise staff. Ability to develop and provide training to staff. Ability to oversee and coordinate staff and library activities. Ability to model exceptional customer service skills, including exhibiting respect and sensitivity to a diverse clientele. Ability to communicate effectively both orally and in writing. Ability to develop and maintain effective working relationships. Ability to work effectively with multicultural populations. Ability to maintain adequate attendance.

Library Supervisor 2

Thorough knowledge of library science theories, principles, practices and terminology applicable to a public library. Thorough knowledge of automated and manual library systems. Thorough knowledge of professional library reference and collection development strategies and resources. Thorough knowledge of and ability to use computer software applicable to the duties of the position. Ability to provide leadership in developing and implementing major library programs. Ability to direct library programs requiring a high degree of judgment and expertise. Ability to develop, recommend, and implement policies and procedures. Ability to supervise staff. Ability to develop and provide training to staff. Ability to oversee and coordinate staff and library activities. Ability to model exceptional customer service skills, including exhibiting respect and sensitivity to a diverse clientele. Ability to communicate effectively both orally and in writing. Ability to develop and maintain effective working relationships. Ability to work effectively with multicultural populations. Ability to maintain adequate attendance.

Library Supervisor 3

Thorough knowledge of library science theories, principles, practices and terminology applicable to a public library. Thorough knowledge of professional library reference and collection development strategies and resources. Thorough knowledge of automated and manual library systems. Thorough knowledge of and ability to use computer software applicable to the duties of the position. Working knowledge of public administration principles and practices. Working knowledge of the full range of supervisory principles and practices, labor relations and personnel management. Ability to develop and implement major library programs with a high degree of judgment and expertise. Ability to actively participate in the general administration of the library; to formulate long-range and strategic

DRAFT

plans; and to provide management leadership. Ability to plan, develop and direct the programs, functions, and services of a library department. Ability to develop library operating procedures and processes. Ability to communicate effectively both orally and in writing. Ability to develop and maintain effective working relationships. Ability to work effectively with multicultural populations. Ability to supervise and coordinate professional library program activities and staff. Ability to hire, train, supervise and evaluate staff and to maintain effective employee relations. Ability to maintain adequate attendance.

Necessary Special Qualifications:

Ability to meet the transportation requirements of this position. The incumbent in this position may be expected to travel to the different libraries or community locations throughout the City of Madison.

Physical Requirements:

Physical strength, dexterity and acuity in locating, lifting and shelving library materials (of varying weights and formats). Employees in this position must be able to lift/carry objects weighing up to 50 pounds (equivalent to a bucket of books) and must be capable of pushing wheeled carts of books and other materials weighing up to 200 pounds onto and off elevators and across carpeted areas. In addition, they must be able to frequently stand, walk, bend, kneel, stoop, reach overhead, and repeatedly lift books weighing as much as three pounds.

Department/Division	Comp. Group	Range
Library Supervisor 1	18	08
Library Supervisor 2	18	09
Library Supervisor 3	18	10

Approved: _____

Erin Hillson Date
Human Resources Director

DRAFT

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91405

File ID:	91405	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/06/2026
File Name:	Authorizing the noncompetitive purchase of renewable diesel from Hartland Fuel Products LLC.			**Final Action:**	

Title: Authorizing the noncompetitive purchase of renewable diesel from Hartland Fuel Products LLC.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	97.
Sponsors:	Satya V. Rhodes-Conway, John P. Guequierre And Derek Field	**Effective Date:**	
Attachments:	Non-Competitive Selection Request - Hartland Fuel Products LLC.pdf	**Enactment Number:**	
Author:	Rachel Darken	**Hearing Date:**	
Entered by:	rdarken@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Robert Mulcahy	Approve	1/8/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Fleet Service	01/06/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (1/20/26), Common Council (1/27/26)					

Text of Legislative File 91405

Fiscal Note

The proposed resolution authorizes a non-competitive purchase of renewable diesel from Harland Fuel Products, LLC (Hartland) for an amount not to exceed $1,300,000. The Fleet Service budget includes $2.3 million for diesel fuel in 2026. Upon passage of the resolution, the

Fleet Service Division enter into a purchase order with Hartland to allow for the purchase of up to $1.3 million in renewable diesel, with the remainder of the Fleet's diesel budget allocated to regular diesel blends. Funding for the non-competitive purchase agreement is available in the 2026 Adopted Fleet Service Operating Budget. No additional appropriation is required.

Title

Authorizing the noncompetitive purchase of renewable diesel from Hartland Fuel Products LLC.

Body

WHEREAS, the City of Madison has set the goal of reaching 100% renewable energy and net zero carbon emissions for city operations by 2030; and,

WHEREAS, renewable diesel is a clean energy fuel that does not require costly infrastructure improvements to facilitate its use in colder temperatures; and,

WHEREAS, renewable diesel reduces carbon intensity by 65% on average when compared with petroleum diesel according to California's Low Carbon Fuel Standard Certified Carbon Intensities; and,

WHEREAS, the Fleet Division tested the use of renewable diesel in our fleet operations in 2024 and 2025 with positive results; and,

WHEREAS, additional testing is required to determine what blends of renewable diesel will meet our mechanical and operational needs throughout the year, specifically in the colder winter months; and,

WHEREAS, the Fleet Division has reviewed currently available products and suppliers and identified Hartland Fuel Products LLC as the best available vendor for the reasons explained in the attached noncompetitive selection request form; and,

WHEREAS, MGO 4.26(2) requires goods to be purchased using a competitive process approved by the Finance Director, and under the Finance Director’s Purchasing Guidelines, Common Council approval is required to purchase goods of $75,000 or more without a competitive process;

NOW, THEREFORE, BE IT RESOLVED, the Common Council hereby authorizes the purchase of renewable diesel from Hartland Fuel Products LLC with a budget not to exceed $1,300,000.

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
Christine Koh
Internal Audit & Grants Manager
Kolawole Akintola
Risk Manager
Eric Veum
Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
2200 FLEET SERVICES

Major
53*** Supplies/Goods

Agency
Fleet Services

Total Purchase Amount
$ 1,300,000.00

Vendor Name
Hartland Fuel Products LLC

Product/Service Description
Renewable Diesel

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.

Reason For Request
Renewable diesel is a clean energy fuel that does not require costly infrastructure improvements to use, but is only readily available on the West coast. In order to use it in our fleet operations, we must work with a vendor who is able to deliver the product in a timely fashion and at a variety of blends depending on weather conditions. After consulting with several vendors and asking for quotes, Hartland Fuel Products is the only vendor who has been able to provide a quote that meets those requirements. In addition, this vendor successfully worked with us in 2025 and has experience testing the various renewable diesel blends we are exploring. Working with Hartland is the most efficient option as we continue to test renewable diesel blends for us in cold weather.

Requestor
Darken, Rachel

Comments
The City of Madison has paid Hartland Fuel Products a total of $46,435,071 since 2015. The breakdown of those payments by type of selection is as follows:
Competitively selected - $33,126,977
State Contract - $12,600,192
Small payments under threshold requiring competitive selection - $66,726
Non-Competitive - $641,176

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91407

File ID:	91407	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/06/2026
File Name:	Approving revised roadway geometry for the construction of S High Point Rd from Mid Point Meadows Plat to Raymond Rd. (District 7, District 1)			**Final Action:**	

Title: Approving revised roadway geometry for the construction of S High Point Rd from Mid Point Meadows Plat to Raymond Rd. (District 1, District 7)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	98.
Sponsors:	John W. Duncan And Badri Lankella	**Effective Date:**	
Attachments:	Project Overview-revised.pdf	**Enactment Number:**	
Author:	Chris Petykowski, Engineering	**Hearing Date:**	
Entered by:	ALarson2@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/6/2026	Ryan Pennington	Approve	1/26/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	01/06/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Transportation Commission (1/21/26), Common Council (1/27/26)

Text of Legislative File 91407

Fiscal Note

No City appropriation required.

Title

Approving revised roadway geometry for the construction of S High Point Rd from Mid Point

Meadows Plat to Raymond Rd. (District 1, District 7)

Body

WHEREAS, The City of Madison and the Wisconsin Department of Transportation have proposed a project to construct S High Point Road from Mid Point Meadows Plat to Raymond Rd; and

WHEREAS, the City of Madison has completed preliminary design of the project, which includes creation of an eighty-foot wide right-of-way and the construction of S High Point Road to a three-lane urban section, a 10-foot wide multi-use path and 5 foot wide sidewalk; and that the proposed designs will adequately serve the area traffic projections through the design year of 2050. The intersection of Raymond Rd and S High Point Rd is proposed to be reconstructed with a roundabout; and,

WHEREAS, the City of Madison Common Council adopted RES-25-00513, File ID 89697 on October 7, 2025 approving roadway geometry for the construction of S High Point Rd. from Mid Point Meadows Plat to Raymond Rd., which geometry showed the inclusion of bike lanes on both sides of the road; and,

WHEREAS, the City of Madison Common Council adopted RES-25-00623, File ID 90546 on December 9, 2025 approving a relocation order to acquire the necessary land interests for the S. High Point Rd. project through the use of eminent domain; and,

WHEREAS, the City is unable to use eminent domain for acquisition of land for new bike lanes, and is proposing to keep the new right-of-way at the desired width (eighty feet) while changing the bike lanes to roadway shoulders.

NOW, THEREFORE, BE IT RESOLVED, that the revised roadway geometry for S High Point Rd from Mid Point Meadows Plat to Raymond Road is hereby approved.

City of Madison - S. High Point Rd Ext
(Raymond Rd to Mid Town Plat Limit)
Local Street
Dane County
Single Lane Roundabout with Two-Way Left Turn Lane

RAYMOND RD

S HIGH POINT RD

5-FOOT SIDEWALK

TWO-WAY LEFT-TURN LANE (TWLTL)

10-FOOT SHARED-USE PATH

SINGLE LANE ROUNDABOUT

LEGEND:

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE CURB & GUTTER
- PROPOSED HMA PATH
- PROPOSED CONCRETE MEDIAN
- PROPOSED SIDEWALK
- GRASS AREAS

S HIGH POINT RD TYPICAL SECTION
TWO-WAY LEFT-TURN LANE

NORTH
0 FT 40 FT 80 FT

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91431

File ID:	91431	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/06/2026
File Name:	Authorizing Metro Transit to use Cummins, Inc.; Gillig, LLC, Transit Holding, Inc. (dba New Flyer); Clever Devices, Inc; Interstate Power Systems, Inc.; and SPX Corporation as sole source providers for bus parts that only they manufacture and are necessar			**Final Action:**	

Title: Authorizing Metro Transit to use Cummins, Inc.; Gillig, LLC, Transit Holding, Inc. (dba New Flyer); Clever Devices, Inc; Interstate Power Systems, Inc.; and SPX Corporation as sole source providers for bus parts that only they manufacture and are necessary for the full lifecycle of a bus.

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	99.
Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	sole source projections.pdf, Non-Competitive Selection Request - Transit Holding Inc. (DBA New Flyer).pdf, Non-Competitive Selection Request - SPX Corporation.pdf, Non-Competitive Selection Request - Interstate Power Systems.pdf, Non-Competitive Selection Request - Gillig.pdf, Non-Competitive Selection Request - Cummins.pdf, Non-Competitive Selection Request - Clever Devices.pdf	**Enactment Number:**	
Author:	Jamie Acton	**Hearing Date:**	
Entered by:	sharnish@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Ryan Pennington	Approve	1/26/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

1	Metro Transit	01/06/2026	Referred for Introduction

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (1/20/26), Common Council (1/27/26)

Text of Legislative File 91431

Fiscal Note

The proposed resolution authorizes six companies as sole source providers of parts for buses within Metro Transit's fleet. These expenditures are estimated to be $3,695,000 in 2026 and will be funded by existing appropriations within Metro Transit's budget. The resolution authorizes the sole source agreement for purchases for the next 10 years, from 2026 through 2035. Funding for future years of the agreement is subject to future Council appropriation.

Title

Authorizing Metro Transit to use Cummins, Inc.; Gillig, LLC, Transit Holding, Inc. (dba New Flyer); Clever Devices, Inc; Interstate Power Systems, Inc.; and SPX Corporation as sole source providers for bus parts that only they manufacture and are necessary for the full lifecycle of a bus.

Body

WHEREAS, Metro Transit has a need to purchase a variety of bus parts for bus parts not under warranty but manufactured only by a specific vendor; and

WHEREAS, Metro Transit currently has Cummins, Gillig, Transit Holding, Clever Devices, Interstate Power Systems and SPX Corporation buses and/or parts in its fleet that will need replacement in the next ten years; and

WHEREAS, to purchase parts compatible with current equipment, Metro Transit needs to purchase parts from sole source vendors Cummins, Gillig, Transit Holding, Clever Devices, Interstate Power Systems and SPX Corporation; and

WHEREAS, only these companies manufacture compatible parts for their own equipment already in Metro Transit's bus fleet, and therefore, Common Council approval is required for an exception to the competitive selection process normally required for purchases over $75,000 as allowed by MGO 4.26(4) (a) 2;

NOW, THEREFORE, BE IT RESOLVED that Metro Transit may purchase parts from Cummins, Inc.; Gillig, LLC, Transit Holding, Inc. (dba New Flyer); Clever Devices, Inc; Interstate Power Systems, Inc.; and SPX Corporation during fiscal years 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034 and 2035 for vehicles for which only these manufacturers make compatible parts.

Business	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Cummins	650,000.00	669,500.00	689,585.00	710,272.55	731,580.73	753,528.15	776,133.99	799,418.01	823,400.55	848,102.57	**7,451,522**
New Flyer	2,250,000.00	2,317,500.00	2,387,025.00	2,458,635.75	2,532,394.82	2,608,366.67	2,686,617.67	2,767,216.20	2,850,232.68	2,935,739.66	**25,793,728**
Gillig	450,000.00	463,500.00	477,405.00	491,727.15	506,478.96	521,673.33	537,323.53	553,443.24	570,046.54	587,147.93	**5,158,746**
Interstate Power Systems	250,000.00	257,500.00	265,225.00	273,181.75	281,377.20	289,818.52	298,513.07	307,468.47	316,692.52	326,193.30	**2,865,970**
Clever	75,000.00	77,250.00	79,567.50	81,954.53	84,413.16	86,945.56	89,553.92	92,240.54	95,007.76	97,857.99	**859,791**
SPX	20,000.00	20,600.00	21,218.00	21,854.54	22,510.18	23,185.48	23,881.05	24,597.48	25,335.40	26,095.46	**229,278**

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
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Non-Competitive Selection Request

Requisition Number

Fund
2150 METRO TRANSIT

Major
53*** Supplies/Goods

Agency
Metro Transit

Total Purchase Amount
$ 25,793,728.00

Vendor Name
Transit Holding Inc. (DBA New Flyer)

Product/Service Description
First-party bus parts

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
This request reflects 10 years of projected spending with New Flyer. A significant portion of our bus fleet is made up of New Flyer busses, particularly our BRT all-electric fleet, which is exclusively New Flyer. As a result, we have extensive need for New Flyer parts to continue to keep our busses on the road. Buying directly from the vendor allows us to access the full catalog of New Flyer bus parts to ensure we are getting quality, first-party items and keep our busses on the road. Moreover, as the primary vendor, New Flyer will not be subject to the same sporadic availability issues that third party vendors can experience. Additionally, our all-electric fleet requires new parts specific to New Flyer electric busses - parts which may not yet be available for purchase via third party vendors. New Flyer has been approved for use by Madison Metro Transit as a sole source vendor for bus parts since 2015.

Requestor

Valov, Jacob J Stammer, Jessy Acton, Jamie M

Comments
New Flyer of America was selected in a competitive RFP process in 2018 for a five-year contract during which 72 new forty-foot diesel buses would be purchased by the City.

In 2021 and 2022, the Madison Common Council authorized the purchase of additional busses, non-competitively selected.

In 2023, the Madison Common Council authorized the purchase of electric bus charging equipment, non-competitively selected.

Further, the Madison Common Council has authorized New Flyer of America as a sole source vendor for the purchase of bus parts to service the City's New Flyer busses, similar to this request.

Since 2015, the City of Madison has paid New Flyer a total of $124,995,054. Of that amount, $19,987,285 was competitively selected. The remaining $105,007,769 was non-competitively selected.

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
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Non-Competitive Selection Request

Requisition Number

Fund
2150 METRO TRANSIT

Major
53*** Supplies/Goods

Agency
Metro Transit

Total Purchase Amount
$ 229,278.00

Vendor Name
SPX Corporation

Product/Service Description
bus parts - farebox related

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
This request reflects 10 years of projected spending with SPX Corporation. Madison Metro currently uses SPX Corporation fareboxes to receive fares from bus riders across Metro's system. To maintain these fareboxes and ensure revenues can be effectively captured, Metro needs to be able to acquire and install first-party parts. This will allow Metro to avoid issues with compatibility and security that may potentially come about as a result of the use of third-party parts. As fares are a primary revenue source for Metro, ensuring Metro is able to capture these fares is critical to Metro's mission. SPX Corporation was originally selected to provide fareboxes for Metro via a formal RFP process in 2014, ensuring their products were the best fit for Metro's needs.

Requestor
Acton, Jamie M Stammer, Jessy Valov, Jacob J

Comments

SPX Corporation (Genfare) was chosen by a formal competitive selection process as the supplier for new fareboxes in Metro buses. Since 2015, the City has paid SPX Corporation $332,158 for parts to maintain and repair the fareboxes. These purchases were non-competitively selected, but supported the existing equipment which had been purchased competitively.

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
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Non-Competitive Selection Request

Requisition Number

Fund
2150 METRO TRANSIT

Major
53*** Supplies/Goods

Agency
Metro Transit

Total Purchase Amount
$ 2,865,970.00

Vendor Name
Interstate Power Systems

Product/Service Description
Bus parts, primarily transmissions

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
This request reflects 10 years of projected spending with Interstate Power Systems. Madison Metro's bus fleet consists of a wide variety of busses, each with their own unique parts. As a result, Metro requires numerous specific bus parts in order to repair its fleet and keep busses on the road. Interstate Power Systems has been Metro's preferred vendor for bus parts and transmissions since 2015, as their extensive catalog and wide reach ensure we are able to both acquire the specific parts we need and keep busses on the road most effectively. Retaining IPS as a sole source vendor ensures we are able to complete repairs quickly and efficiently through smooth and prompt part acquisition.

Requestor
Acton, Jamie M Stammer, Jessy Valov, Jacob J

Comments

The City of Madison has paid Interstate Power Systems a total of $893,576 since 2015. Of that amount, $81,785 was made up of small purchases under the threshold requiring competitive selection. The remaining $811,791 was non-competitively selected. Interstate Power Systems has been authorized for non-competitive selection of bus parts and transmissions since 2020.

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
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Non-Competitive Selection Request

Requisition Number

Fund
2150 METRO TRANSIT

Major
53*** Supplies/Goods

Agency
Metro Transit

Total Purchase Amount
$ 5,158,746.00

Vendor Name
Gillig

Product/Service Description
First-party bus parts

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
This request reflects 10 years of projected spending with Gillig. A significant portion of our Metro's fleet is made up of Gillig busses. As a result, we have extensive need for Gillig parts to continue to keep our busses on the road. Buying directly from the vendor allows us to access the full catalog of Gillig bus parts to ensure we are getting quality, first-party items and keep our busses on the road. Moreover, as the primary vendor, Gillig will not be subject to the same sporadic availability issues that third party vendors can experience and will provide us the best opportunity to procure the specific parts we will need. Gillig has been approved for use by Madison Metro Transit as a sole source vendor for bus parts since 2015.

Requestor
Acton, Jamie M Stammer, Jessy Valov, Jacob J

Comments

The City of Madison has spent $28,707,219 with Gillig since 2015. The majority of that, $26,083,470, was paid for busses themselves after Gillig was chosen through a formal competitive selection process in 2013. The 2013 RFP led to a five-year contract, which ended in 2018. The remaining $2,623,749 was for parts and equipment used to repair and maintain those buses, authorized by the Madison Common Council as non-competitively selected purchases, similar to this request.

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
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purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

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Patricia A. McDermott, CPA
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Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
2150 METRO TRANSIT

Major
53*** Supplies/Goods

Agency
Metro Transit

Total Purchase Amount
$ 7,451,522.00

Vendor Name
Cummins

Product/Service Description
Bus engines and engine parts

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
The request reflects 1 years of projected spending with Cummins. A significant portion of the Metro bus fleet runs on Cummins engines. As a result, we have extensive need for Cummins engines and parts to keep our busses on the road. Buying directly from the vendor allows us to access the full catalog of Cummins bus parts to ensure we are getting quality, first-party items and keep our busses on the road. Moreover, as the primary vendor, Cummins will not be subject to the same sporadic availability issues that third party vendors can experience and will provide us the best opportunity to procure the specific parts we will need. Cummins has been approved for use by Madison Metro Transit as a sole source vendor for bus parts since 2015.

Requestor
Acton, Jamie M Stammer, Jessy Valov, Jacob J

Comments

The City of Madison has spent $3,374,005 with Cummins Inc. since 2017. The breakdown for competitive selection was as follows:

Competitive - $29,274
Cooperative Purchasing - $87,763
Non-competitive - $3,140,405
Small purchases under threshold - $116,563

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
Christine Koh
Internal Audit & Grants Manager
Kolawole Akintola
Risk Manager
Eric Veum
Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
2150 METRO TRANSIT

Major
53*** Supplies/Goods

Agency
Metro Transit

Total Purchase Amount
$ 859,791.00

Vendor Name
Clever Devices

Product/Service Description
Bus technology systems

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
This request reflects 10 years of projected spending with Clever Devices. During the development and implementation of the new BRT system, Madison Metro partnered with Clever Devices to provide new bus technologies facilitating smoother and more efficient bus connctivity, tracking, and operation. To ensure the new Clever system continues to run effectively, Metro needs to procure Clever-specific parts and technologies to guarantee effective repairs and integration into the existing Clever systems. Third party options could present both security and compatibility risk if integrated into the Clever system currently employed by Metro. Therefore, Clever Devices is the only company with the products necessary to ensure the current bus system remains fully operational for the forseeable future.

Requestor
Acton, Jamie M Stammer, Jessy Valov, Jacob J

Comments

The City of Madison chose Clever Devices in a formal competitive selection process in 2022, and has since paid $6,624,928 to the company for the subsequent contract. The total amount of this competitively selected contract is $9,422,500.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91434

File ID:	91434	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/07/2026
File Name:	Authorizing a contract between the Wisconsin Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.			**Final Action:**	

Title: Authorizing a contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 100.

Sponsors: Satya V. Rhodes-Conway

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: bsloat@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Robert Mulcahy	Approve	1/27/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Fire Department	01/07/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Finance Committee (1/20/26), Common Council (1/27/26)

Text of Legislative File 91434

Fiscal Note

The proposed resolution authorizes a contract with the State of Wisconsin, Department of Military Affairs, Division of Emergency Management for the Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team through June 2026. The Wisconsin Department of Military Affairs, Division of Emergency Management will reimburse the Madison Fire Department (MFD) for costs related to providing requested services and required training and exercise costs. Any additional costs not reimbursable by the state will be covered by MFD's 2026 Adopted Operating Budget. No additional appropriation is required.

Title

Authorizing a contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.

Body

WHEREAS, to protect life and property against the dangers of emergencies, the Wisconsin Department of Military Affairs, Division of Emergency Management has, pursuant to Wis. Stat. § 323.72(1), established an urban search and rescue (US&R) team that can be deployed to provide Services in response to Emergencies;

WHEREAS, the Division of Emergency Management desires to enter into this Agreement with the City of Madison Fire Department (MFD) for the purpose of having MFD supply qualified employees to serve on such a team and MFD desires to provide such employees;

WHEREAS, the City of Madison Fire Department (MFD) will assign three (3) employees currently serving on MFD's heavy urban rescue team (HURT) to participate in the statewide all-hazards US&R team (WI-TF1);

WHEREAS, the three MFD employees assigned to WI-TF1 will receive regular US&R training and certification from the Wisconsin Department of Military Affairs, Division of Emergency Management at the state's Regional Emergency All-Climate Training Center (REACT Center) and will be available for emergency response requested by the Division of Emergency Management pursuant to Standard Operating Procedures;

WHEREAS, MFD's participation in WI-TF1 provides an opportunity for current MFD personnel to receive industry-leading training in US&R response and, in turn, bringing additional knowledge and skillsets back to MFD for integration into MFD's HURT team;

WHEREAS, the Wisconsin Department of Military Affairs, Division of Emergency Management will reimburse MFD for (1) costs related to providing requested Services, (2) required training and exercise costs, and (3) costs related to an increase in duty-disability benefit premiums due to an injury a WI-TF1 member sustained while performing under this Agreement;

WHEREAS, reimbursement for costs associated with a requested response include but are not limited to the use of vehicles and apparatus, personnel expenses, backfill expenses, and emergency expenses;

WHEREAS, in any given State fiscal year, MFD shall be paid for any training and participation in exercises of employees who the Division of Emergency Management has appointed to WI-TF1 that is pre-authorized in writing by the Division at a rate of $55 per hour per appointed employee consistent with the Attendance Policy;

WHEREAS, the Wisconsin Department of Military Affairs, Division of Emergency Management shall reimburse MFD for costs incurred by MFD for any increase in contributions for duty disability premiums under Wis. Stat. § 40.05(2)(aw) for its employees who are WI-TF1 members and who receive duty disability benefits under Wis. Stat. § 40.65 because of an injury that occurred while performing duties as a member of WI-TF1;

WHEREAS, contract language related to indemnification and insurance provisions does not comply with the City's standard policy for contracts but is the same as contained in the current contract between the City of Madison and the Wisconsin Department of Military Affairs, Division of Emergency Management for MFD's participation in the Southwest Wisconsin Hazardous Materials Taskforce;

WHEREAS, contract language related to indemnification and insurance provisions has been reviewed and approved by City Risk Management and the City Attorney's Office;

WHEREAS, the current contract term is July 1, 2024 through June 30, 2026 with a likely new, two-year contract starting July 1, 2026;

WHEREAS, MFD may terminate the contract at any time upon one hundred twenty (120) days written notice to the other party;

NOW, THEREFORE, BE IT RESOLVED that the City of Madison approves the contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team through June 30, 2026;

BE IT FURTHER RESOLVED that the City of Madison approves the following contract language from the State of Wisconsin on indemnification:

16.3 Participating Agency Indemnification of State:

When acting as other than an agent of the State of Wisconsin under this Agreement, and when using the State's or Division's vehicles or equipment, Participating Agency shall indemnify, defend and hold harmless the State, which includes the Department, the Division and all state agencies, and its officers, officials, agents, employees, and members from all claims, suits or actions of any nature, including actions for attorneys' fees, arising out of the activities or omissions of Participating Agency, its officers, officials, subcontractors, agents or employees.

19.6 Indemnification Regarding Employment Disputes: Participating Agency shall indemnify, defend, and hold harmless the State of Wisconsin, including the Division and the Department, with respect any disputes Participating Agency may have with its employees. Such disputes include but are not limited to charges of discrimination, harassment, improper wage payment, and discharge without just cause.

BE IT FURTHER RESOLVED that the Madison Fire Department will include the annual program budget for participation in the statewide urban search and rescue team in the city's annual operating budget;

BE IT FINALLY RESOLVED that the Mayor and City Clerk are authorized to execute the necessary contract documents.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91436

File ID:	91436	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/07/2026
File Name:	Approving State / Municipal Agreement for Transportation Alternatives Program (TAP) Project I.D. 5992-10-42/43/51 for Capital City Path Extension and authorizing the Mayor and City Clerk to execute this agreement with the State of Wisconsin Department of			**Final Action:**	

Title: Approving State / Municipal Agreement for Transportation Alternatives Program (TAP) Project I.D. 5992-10-42/43/51 for Capital City Path Extension and authorizing the Mayor and City Clerk to execute this agreement with the State of Wisconsin Department of Transportation for construction cost sharing and State design review costs. (District 16)

Notes: Chris Petykowski

		CC Agenda Date:	01/13/2026
		Agenda Number:	10.*
Sponsors:	Sean O'Brien	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Chris Petykowski, Deputy City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Robert Mulcahy	Approve	1/8/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	01/07/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Board of Public Works (1/15/26), Finance (1/20/26), Common Council (1/27/26)

Text of Legislative File 91436

Fiscal Note

The proposed resolution authorizes an agreement with the State of Wisconsin Department of Transportation for construction of the Capital City Path Extension from Vondron Rd to just east of I-39/90. The costs in the agreement are estimated at $3.8 million comprised of bike path construction ($2.6 million), sanitary sewer construction ($1.2 million), and State Review ($16,200). Bike path construction is 80% Federally funded up to $1.5 million with the remainder of funding coming from local sources. Funding for the agreement is available in the 2026 Adopted Capital Budgets for Engineering - Bicycle & Pedestrian (Munis #10138) and Sewer Utility (Munis #10267). No additional appropriation is required.

Title

Approving State / Municipal Agreement for Transportation Alternatives Program (TAP) Project I.D. 5992-10-42/43/51 for Capital City Path Extension and authorizing the Mayor and City Clerk to execute this agreement with the State of Wisconsin Department of Transportation for construction cost sharing and State design review costs. (District 16)

Body

PREAMBLE

The City of Madison Engineering Division is to construct a path from Vondron Road to just east of Interstate-39/90, a critical segment for completing the extension from Madison to the Glacial Drumlin State Trail in Cottage Grove. This project includes a creek crossing and a path under the Interstate using the existing railroad bridge underpass.

The project was awarded a federal grant under the Transportation Alternatives Program (TAP) that will reimburse 80% of participating construction costs to a maximum of $1,511,200. The proposed project is planned for construction in 2027. The City is responsible for 100% of the design and design review costs.

Sanitary Sewer is proposed along the route and will be constructed with the project using 100% City funds.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are hereby authorized to execute an agreement with the State of Wisconsin Department of Transportation for construction, construction oversight and cost sharing for the Capital City Path Extension project.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91438

File ID:	91438	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/07/2026
File Name:	Authorizing the Mayor and City Clerk to enter into a three year, competitively selected service contract with Dimension IV – Madison, LLC for professional architectural and engineering design consulting services.			**Final Action:**	

Title: Authorizing the Mayor and City Clerk to enter into a three year, competitively selected service contract with Dimension IV - Madison, LLC for professional architectural and engineering design consulting services. (District 16)

Notes: Laura Amundson

		CC Agenda Date:	01/13/2026
		Agenda Number:	11.*
Sponsors:	Sean O'Brien, John P. Guequierre And Badri Lankella	**Effective Date:**	
Attachments:	Utility Mtl Handling Site - AE Selection Eval Report_R1.pdf	**Enactment Number:**	
Author:	Bryan Cooper, Deputy City Enginner	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Robert Mulcahy	Approve	1/8/2026

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	01/07/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Board of Public Works (1/14/26), Finance Committee (1/20/26), Common Council (1/27/26)

Text of Legislative File 91438

Fiscal Note

The proposed resolution authorizes the Mayor and City Clerk to enter into a contract for Purchase of Services with Dimension IV - Madison, LLC for professional architectural and engineering design services and construction administration services for the design and construction of the Utility Materials Handling Site at an estimated cost of $364,500. This resolution further authorizes the contract total to be increased up to a total $370,000 to cover minor contingencies. Funding for this project is authorized in the 2026 Adopted Sewer Utility Capital Budget (Munis #13599). No additional appropriation is required.

Title

Authorizing the Mayor and City Clerk to enter into a three year, competitively selected service contract with Dimension IV - Madison, LLC for professional architectural and engineering design consulting services. (District 16)

Body

WHEREAS, the Engineering Division and Engineering-Facilities Management requires consulting services in order to complete the Pre-Design, Schematic Design, Design Development, Construction Documentation, Bidding, Construction Administration, and Warranty phases of the Utility Materials Handling Site; and

WHEREAS, Dimension IV - Madison, LLC has been selected through a “Request for Proposal” process, and is the final selection candidate in accordance with MGO Section 4.26 of Madison General Ordinances and in accordance with Administrative Procedure Memorandum No. 3-3, “Retaining Architect, Professional Engineers, Designers and Land Surveyors for Consultant Service;” and,

WHEREAS, City Engineering-Facilities Management worked with the Purchasing Division to issue RFP 14073-0-2025-TJ to solicit proposals for such services, and received two proposals; and

WHEREAS, an evaluation team administered by the Purchasing Division and consisting of relevant department staff from Engineering Facilities Management, Engineering Stormwater, Engineering Operations Division, and City of Madison Water Utility conducted a detailed evaluation, scored and ranked each of the proposals using criteria including professional licensing, similar project scope experience, cost, and other professional criteria; and Dimension IV - Madison, LLC was selected through this process; and

WHEREAS, not a determinate in the selection process, Dimension IV - Madison, LLC is registered on the City of Madison local business roster,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby authorizes the Mayor and City Clerk to enter into a contract for Purchase of Services (Architect) in a form to be approved by the City Attorney, with Dimension IV - Madison, LLC to provide professional architectural and engineering design services and construction administration services for the Utility Materials Handling Site. Resolution for Dimension IV-Madison, LLC A/E Contract for Utility Materials Handling Site

BE IT FURTHER RESOLVED that the Finance Director or designee is authorized to execute contract amendments for extensions to the contract term and increases up to $370,000 total contract amount.

RFP EVALUATION PANEL REPORT

Project: Utility Materials Handling Site
Location: 7404 Siggelkow Road, McFarland, WI 53558
Aldermanic District: 16
RFP: 14073-0-2025-TJ (Contract 9748)
Date: Dec. 18, 2025

This Evaluation has been reviewed and approved by a Principal Architect 2, Principal Engineer 2, Deputy City Engineer, Deputy Division Manager, or the City Engineer. ☒ Yes ☐ No

A. Project Details

1. Background Information

The new Public Works Utility Materials Handling site will be located on an approximate 35-acre parcel, south of the Yahara Golf Course on Sigglekow Road and east of Interstate highway I-39/90. The current disposal site on Sycamore Road is running out of fill area. This new site will be designed to allow for efficient and effective long-term disposal of clean soils from utility repair operations and dredge sediments from pond maintenance operations.

This contract will provide programming and design of the parcel with a Site Operations Plan that allows for maximum efficient storage on the site. This contract will also provide design of the new utility disposal site, to include separate locations for disposal of soils from repair operations and disposal of pond dredging sediments, roadways, a cold storage building for site equipment, a truck scale, security and fiber optic extension to the site. The Utility Materials Handling Site will be used only by City of Madison Engineering Sanitary Sewer, Stormwater and City of Madison Water Utility. There will be no public access or use.

The current funding available for this project is $2,530,000 in the Sewer Utility Adopted Capital Budget (Munis #13599). Further budget requirements will need to be reviewed during pre-design and requested in 2026 for 2027 construction. Design is scheduled to begin in mid-February of 2026 and is expected to go out for bid in January of 2027. Construction is estimated to begin in the second quarter of 2027 and be completed by the end of Dec 2027.

2. Role of Architecture and Engineering Services (A/E)

The A/E design services for this contract shall include a site operations plan, plans and specifications for site planning, landscaping, architectural design of cold storage building, EP/T (electrical, plumbing and technology) systems design, fiber route extension to the site, construction specifications, and cost estimating. The A/E scope shall be for all design phases, preparation for bidding, construction administration and the warranty phase.

B. Purchasing Details

1. Purchasing guidelines for RFP evaluation

The City of Madison solicited proposals from qualified vendors through a Request for Proposals (RFP) process. The RFP, tabulations, awards and related announcements were posted on two distribution networks – VendorNet and DemandStar. The RFP format, scoring and awarding was overseen by City of Madison, Finance-Purchasing.

2. RFP Response and Evaluation Timeline

2025	
Oct 21	RFP is issued
Nov 05	Questions Due
Nov 18	Proposals Due
Nov 19	Evaluation meeting #1. Distribute submissions to Evaluation Panelists
Dec 10	Scoring is due to City Purchasing
Dec 11	Evaluation meeting #2. Panel discussed technical scores and fee proposal scoring.
2026	
Jan 13	Referral/Recommendation at Common Council

Jan 14 Referral/Recommendation at Board of Public Works
Jan 20 Referral/Recommendation at Finance Committee
Jan 27 Action at Common Council

3. Original RFP Respondents (2)
   1. Dimension IV Madison Design Group
   2. Strang, Inc.

4. Evaluation Panel

The evaluation panel was comprised of a total of five panelists. The panelists were tasked with scoring the technical requirements of the RFP proposal and included the following: (2) panelists from City Engineering-Facilities Management, (1) panelist from City Engineering – Stormwater, (1) panelist from City Engineering – Operations and (1) panelist from City of Madison Water Utility.

5. Evaluation Structure and Scoring

Evaluations were documented through a quantifiable scoring mechanism – see Section C of this document. The evaluation was conducted in a structured manner and administered by City Finance's Purchasing Unit. See below for additional details.

ROUND - 1

Per instructions within the Request for Proposal, Respondents were asked to provide a series of deliverables, a portion of which were evaluated by the Panel. Evaluated deliverables included in the RFP in Section 5. Scope of Work and Required Information. Panelists followed Purchasing guidelines and predetermined grading scales for each evaluated deliverable as detailed in section 5.2 Required Information and Content of Proposals.

Panelists independently evaluated and scored the technical qualification and information section of each proposal and submitted their scoring evaluation to Purchasing where all the Panelist scores were averaged and weighted for evaluation for each of the Respondents. Purchasing scored the following deliverables based on City Purchasing guidelines: 5.3 Cost Proposal and 5.4 Local Vendor Preference. Results were then provided to the Panelists based on Section 5.5 Basis for Selection.

The panelists met to discuss all qualitative and quantitative aspects of the proposals and overall ratings as a group. The panelists decided that moving on to an interview stage was not necessary as they felt the high scoring team provided a much clearer and complete proposal and the point spread was sufficient. Panelists then recommended the Finalist as noted in section C1 below.

C. Summary of Evaluation

1. Scoring Round 1

Section	Max Points	Dimension IV Madison Design Group	Strang
Technical	65	50.50	43.50
Cost	30	30.00	29.62
Local Vendor Preference	5	5.00	5.00
Total	100	85.50	78.12

Notes:
1. A full description of requested material and grading weights can be found in the associated RFP documents.
2. Please review Section 3, below regarding Local Vendor Preference.

2. Fee Breakdown

Cost Evaluation	Dimension IV Madison Design Group	Strang
Basic Services of Scope	$364,488	$369,215
Total Hours	2414	2145
Average Cost per Hour	$150.99	$172.15
Purchasing Cost Score	30.00	29.62

3. Local Preference

The City of Madison has adopted a Local Preference Purchasing Policy (RES-07-00421, FILE ID 05943) granting a scoring preference to local suppliers. Only suppliers who meet the criteria and are registered as of the bid's due date will receive preference.

Was the outcome of this bid changed by the local purchasing ordinance? ☐ Yes ☒ No

4. Recommendation

Based on the scoring and evaluation outlined above, the selection Panel recommends that Dimension IV Madison Design Group be approved as the consultant for the professional services required for the Utility Materials Handling Site project.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91439

File ID:	91439	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	01/07/2026
File Name:	Building Improvement Grant Program Adjustments			**Final Action:**	
Title:	Approving adjustments to the Building Improvement Grant Program.				
Notes:					
				CC Agenda Date:	01/13/2026
				Agenda Number:	103.
Sponsors:	Satya V. Rhodes-Conway And John W. Duncan			**Effective Date:**	
Attachments:	BIG Application-2026 Update.pdf, BIG Program Summary - 2026 Update.pdf			**Enactment Number:**	
Author:	Ruth Rohlich, Business Development Specilaist			**Hearing Date:**	
Entered by:	cklawiter@cityofmadison.com			**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/7/2026	Maggie McClain	Approve	1/27/2026

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Economic Development Division	01/07/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Economic Development Committee (1/21/26), Finance Committee (1/20/26), Common Council (1/27/26)

Text of Legislative File 91439

Fiscal Note

The proposed resolution authorizes changes to the administration of the Building Improvement Grant (BIG) program. No appropriation required.

Title

Approving adjustments to the Building Improvement Grant Program.

Body

WHEREAS, Common Council adopted RES-22-00497 on 07/12/2022 and RES-25-00127 on 02/25/2025 approving the Building Improvement Grant; and,

WHEREAS, the City has provided over one hundred grants over the last five years; and,

WHEREAS, Economic Development staff has learned best practices in receiving, processing and granting these awards; and,

WHEREAS, the number of Tax Increment Finance Districts funding these awards has grown and staff is dedicated to continuing to grow the program when funding is available; and,

WHEREAS, staff in consultation with the Economic Development Committee recommend changes to the program, including, eliminating property owners from eligibility unless they are also the business owner operating in the space, and other administrative changes.

NOW THEREFORE BE IT RESOLVED that the Common Council approves the attached amended and restated Program Guidelines and Application for the Building Improvement Grant Program; and

BE IT FINALLY RESOLVED that Economic Development Division Staff are authorized to make further administrative modifications to the Program Guidelines and Application for the Building Improvement Grant Program.

Department of Planning & Community & Economic Development
Economic Development Division
Matthew B. Mikolajewski, Director

P.O. Box 2983
Madison, Wisconsin 53701-2983
Phone: (608) 266-4222
Fax: (608) 261-6126
obr@cityofmadison.com
www.cityofmadison.com/business

Office of Business Resources
Saran Ouk, Manager souk@cityofmadison.com

Ruth Rohlich, Business Development Specialist
Please send all inquiries to Ruth
rrohlich@cityofmadison.com

Building Improvement Grant

APPLICATION

Please read the Program Summary. The first step is to discuss your project with City Staff. Please call or e-mail Ruth Rohlich to set up a conversation about your project before applying.

Ruth Rohlich
(608) 267-4933
rrohlich@cityofmadison.com

Applicant: _____

Phone: _____

Business Name: _____

Legal Business Name: _____

Please check your business status on the Department of Financial Institutions website and use this business name.

Business Address: _____

Zip Code: _____

E-mail Address: _____

Property Owner: _____

Property Owner E-mail: _____

Property Owner Phone Number: _____

Number of Employees of Business: _____

How many Owners? _____

Ownership Type? ☐ LLC ☐ Sole Proprietorship ☐ Unknown
☐ Full-Time ☐ Part-Time

Name of Grantee: _____

Lease Terms: _____

Explanation of Project Scope

Required Attachments

- ☐ Copy of lease, land contract or deed
- ☐ Building owner's written authorization
- ☐ Bids, estimates, contracts, product brochures, design drawings as appropriate
- ☐ Copy of both sides of a state ID or license

Total Project Budget

List Contractors and Suppliers				
Contractor/Supplier	**E-mail**	**Item(s) or work proposed**	**Amount**	**Estimate Provided (Y/N)**

Additional Comments

Applicant's Certification

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining a grant under the City of Madison Building Improvement Grant Program and is true and complete to the best of the applicant's knowledge and belief.

Signature: _____ Date: _____

Signature: _____ Date: _____

For Staff to Fill Out

Applicant is located in: _____

- ☐ TID 44
- ☐ TID 46
- ☐ TID 50
- ☐ TID 51
- ☐ TID 52
- ☐ TID 53
- ☐ TID 54

E-mail application to:	**Drop off application:**	**Mail application:**
Ruth Rohlich Business Development Specialist City of Madison big@cityofmadison.com *PREFERRED DELIVERY METHOD*	Attn: Ruth Rohlich 215 Martin Luther King Jr. Blvd, Room 312	Attn: Ruth Rohlich Economic Development P.O. Box 2983 Madison 53701-2983

CITY OF MADISON
TAX INCREMENT FINANCING (TIF)
BUILDING IMPROVEMENT GRANT

Economic Development Division
215 Martin Luther King Jr., Boulevard
Ruth Rohlich, 267-4933
rrohlich@cityofmadison.com
Website address: www.cityofmadison.com/obr

PROGRAM SUMMARY

The City of Madison, residents, business owners and the development community invest in independent businesses to maintain the independent flavor that makes Madison special.

Unique and successful independent retail and service businesses have a significant effect on the attractiveness and marketability of the surrounding area. This program encourages business owners to reinvest in their business by offering grants to assist with the capital costs associated with renovating the interior and exterior of retail spaces.

The Building Improvement Grant program is funded through City of Madison Tax Increment Financing.

You must be approved for the grant BEFORE you begin the work. Work that is in process or has been completed is not eligible for grant funds.

Applicant Eligibility Requirements

Eligible independent business includes retail, restaurants, retail services including spas and salons.

The program is intended to assist projects that promote independent business activities, create an attractive environment and encourage neighborhood character.

Independent Businesses are defined as: For profit businesses at least 51% owned by individuals residing in Dane County.

Businesses not owned by local individuals may also be considered independent if all the following are met:

- Headquarters in Dane County
- Have more than 51% of key managers living in Dane County
- Business is registered in Wisconsin.
- Business independently controls purchasing decisions, business makes independent decisions regarding the name and look of the business, including marketing, advertising, logo design and branding decisions. Businesses make independent decisions regarding business procedures, practices and policies.

Ineligible businesses include offices; consulting firms; health; insurance; banking; and non-retail businesses. Governmental entities; non-profits; businesses not involved in retail, restaurant or service sales; and public and quasi-public authorities are ineligible for funding.

Property owners are ineligible for funding unless they are also the owner of a retail business operating in the space. The business must be the applicant.

Please contact Ruth Rohlich rrohlich@cityofmadison.com to confirm your business is within the mapped boundaries:

Tax Increment District 44: Royster Clark
Tax Increment District 46: Research Park
Tax Increment District 50: State Street Area
Tax Increment District 51: Park Street Area
Tax Increment District 52: East Washington Avenue/Stoughton Road Area
Tax Increment District 53: Wilson Street Area
Tax Increment District 54: Pennsylvania Avenue Area

Grant Amount

Grants will be provided in an amount of up to $50,000 for eligible interior and exterior improvements.

Payment Procedure

1. The City will make two payments. The first payment of up to 75% will be made within 30 days of contract signing. The second and final payment will be made after the project is completed and the City has approved all of the paid invoices you are required to submit for work approved.

2. City staff may request copies of additional documentation at any time.

3. Subrecipient shall submit all paid invoices and your payment request to Ruth Rohlich, Office of Business Resources Manager, at the following email: rrohlich@cityofmadison.com.

4. The City will make payments to subrecipient by ACH or check.

5. The city will not pay or reimburse the subrecipient more than the total Agreement award amount in section 5 of the main agreement.

6. Grantee defaults or commits a breach any of the terms of this Agreement, and any such default shall continue unremedied for at least ten (10) days after written notice to Grantee, the City, at its option and in addition to all other rights and remedies which it may have at law or in equity against Grantee, including specific performance, shall have the right to immediately terminate this Agreement and all rights of Grantee under this Agreement. Grantee shall, within thirty (30) days of termination of this Agreement, return to the City the full amount of the grant funds provided to Grantee under this Agreement.

7. Any funds not expended by the date this contract terminates or expires are not eligible for payment.

Eligible Costs

To the greatest extent possible, the City would like to invest in interior and exterior improvements that would benefit not only the current tenant, but future businesses within the space as well. Such eligible interior improvements would include, but are not limited to, the following:

- HVAC, electrical, or plumbing improvements
- ADA compliance improvements
- The construction of customer restrooms
- Rehabilitation of the space to basic "white-box conditions", such as repairing or replacing cracked plaster walls, structural improvements or ceilings
- New flooring
- New lighting
- New windows and doors
- Restoration of deteriorated historic/architectural elements
- Loading dock, storage, storeroom repairs and construction
- "Green" or environmentally friendly upgrades
- Eligible exterior improvements that mirror those improvements considered eligible under the current Façade Improvement Grant Program
- Design, architectural and permit fees associated with the construction are also eligible project costs.

Expected Considerations

We expect that all projects will be complaint with American Disability Act standards and use environmentally friendly products and materials, including those that are energy star rated.

Grant Requirements

All projects must receive all applicable city building permits, if required.

The owner/tenant shall comply with all sign control ordinances contained in chapter 31 of the Madison General Ordinances and keep the exterior surfaces maintained to prevent deterioration and to present an attractive appearance.

The owner/tenant shall comply with all applicable provisions of the Madison General Ordinances concerning equal employment opportunity and affirmative action programs and practices in connection with the construction work being completed using grant funds.

The owner/tenant shall assist and actively cooperate with the City in obtaining the compliance of contractors with such provisions of the Ordinances, and with the rules, regulations and relevant orders issued by the City pursuant to such provisions in the Ordinances.

Processing Steps

Step 1 Call or e-mail City Staff to discuss your project and confirm your location is in an approved Tax Increment District:
rrohlich@cityofmadison.com
608-267-4933

Step 2 Applications are accepted on an on-going basis until the funds run out.

Step 3 Applications must be submitted to the Economic Development Division. Email applications are preferred.

E-mail application to:	**Drop off application:**	**Mail application:**
Ruth Rohlich Business Development Specialist City of Madison rrohlich@cityofmadison.com *PREFFERED DELIVERY METHOD*	ATTN: Ruth Rohlich Madison Municipal Building 215 Martin Luther King Jr. Boulevard Room 312 Madison, WI 53701	ATTN: Ruth Rohlich City of Madison Economic Development P.O Box 2983 Madison, WI 53701-2983

An application must include a copy of the lease and written approval from the owner. Applications must include a detailed description of the improvements suggested with estimates from vendors.

Step 4 A City staff team will discuss the proposed improvements. If the proposal meets the requirements of the Building Improvement Grant, written approval will be sent to the business owner. This e-mail may require modifications or changes to the original proposal.

Step 5 Following approval by the Building Improvement Grant Program Review Team, the Economic Development Division will prepare and furnish the applicant with the grant agreement.

Step 6 The applicant must sign the grant agreement and return to the City.

Step 7 The applicant must obtain building permits for the work. The applicant must display a sign provided by the City on the site indicating "Financing provided in part by the City of Madison Building Improvement Grant Program."

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91451

File ID:	91451	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	Attorney's Office
				File Created Date :	01/07/2026
File Name:	Resolution Business and Economic Resources Committee			**Final Action:**	

Title: Amending the "Regulations Governing Vending on the State Street Mall/Capitol Concourse" and "Regulations Governing Vending in High Density Vending Areas" to replace references to the Vending Oversight Committee and MGO 9.12 with the Business and Economic Resources Committee and MGO 33.17, to coincide with the ordinance merging the VOC and EDC into the BERC.

Notes: BusEconResComm

		CC Agenda Date:	01/13/2026
		Agenda Number:	104.
Sponsors:	Satya V. Rhodes-Conway, John W. Duncan, Sabrina V. Madison And Michael E. Verveer	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Lara Mainella	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1		Khadidiatou Dia		

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	01/07/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Common Council Executive Committee (2/10/26), Economic Development Committee (1/21/26), Vending Oversight Committee (1/28/26), Common Council (2/24/26)

Text of Legislative File 91451

Fiscal Note

[Enter Fiscal Note Here]

Title

Amending the “Regulations Governing Vending on the State Street Mall/Capitol Concourse” and “Regulations Governing Vending in High Density Vending Areas” to replace references to the Vending Oversight Committee and MGO 9.12 with the Business and Economic Resources Committee and MGO 33.17, to coincide with the ordinance merging the VOC and EDC into the BERC.

Body

WHEREAS, section 9.136(1)(c) of the Madison General Ordinances empowers the Vending Oversight Committee (VOC) to create and amend regulations for street vending activities on the State Street Mall and Capitol Concourse, including sidewalk cafes, food carts, arts and crafts vendors, and merchant vending; and

WHEREAS, section 9.13(7)(a) empowers the VOC to make similar regulations for merchandise and food vending in High Density Vending Areas and to create vending sites within those areas (currently the only High Density area is around the Camp Randall stadium); and

WHEREAS, the Common Council must approve any change to these regulations by resolution; and

WHEREAS, these regulations are not part of the Madison General Ordinances but are published in documents and maps on the City’s Street Vending website currently posted at: https://www.cityofmadison.com/dpced/economicdevelopment/ordinances-regulations/270/; and

WHEREAS, this Resolution is a companion to a pending ordinance amendment (Ordinance File No. 91437) to eliminate the VOC and EDC and combine their duties into a new committee called the Business and Economic Resources Committee (“BERC”) to be codified at MGO 33.17; and

WHEREAS, the BERC will assume all current duties of the Vending Oversight Committee, including duties set forth in both sets of regulations described above as well as promulgating new vending regulations; and

WHEREAS, this Resolution was referred to the VOC and the VOC recommends changes to accomplish the merging of these committees into the BERC consistent with File No. 91437, if adopted;

NOW, THEREFORE, BE IT RESOLVED that if the Common Council adopts the Ordinance creating the BERC (File No. 91437) then the Common Council approves and authorizes changes to the Regulations Governing Street Vending on the State Street Mall/Capitol Concourse and Governing Street Vending in the High Density Vending Area, to replace references to MGO 9.12 and the Vending Oversight Committee with references to MGO 33.17 and the Business and Economic Resources Committee; and

BE IT FINALLY RESOLVED that the Director of Planning and Community and Economic Development shall promptly update its public website with amended sets of both Regulations consistent with the changes authorized herein.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91271

File ID:	91271	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/17/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Apple Madison Inc • dba Applebee's Neighborhood Grill & Bar + IHOP (Store #87065)
4710 East Towne Blvd • Agent: Walter Salaverria
Estimated Capacity (in/out): 180
Class B Combination Liquor & Beer • 11% alcohol, 89% food
Police Sector 632 (District 17)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	105.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-01067 App.pdf, LICLIB-2025-01067 Supplemental.pdf, 4710 East Towne Blvd map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91271

Title

Public Hearing - New License
Apple Madison Inc • dba Applebee's Neighborhood Grill & Bar + IHOP (Store #87065)
4710 East Towne Blvd • Agent: Walter Salaverria
Estimated Capacity (in/out): 180
Class B Combination Liquor & Beer • 11% alcohol, 89% food
Police Sector 632 (District 17)

977

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01067
(License number)

17 (Alder District #) 632 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☒ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.

   APPLE MADISON, INC.

2. Trade Name (doing business as) Applebee's Neigborhood Grill & Bar + IHOP (STORE #87065)

3. Address to be licensed 4710 EAST TOWNE BOULEVARD

4. Mailing address 7006 SUNSET BLVD, HOLLYWOOD, CA 90028

5. Anticipated opening date ONGOING (CHANGING UNDERLYING LEGAL ENTITY)

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   ALCOHOL BEVERAGES TO BE SOLD IN RESTAURANT AREA AND BAR. LIQUOR STORED IN THE LOCKED LIQUOR ROOM BY THE MANAGER'S OFFICE. BEER IS STORED IN A SECURED BEER COOLER. INVOICES AND RECEIPTS STORED IN SECURE FILE IN MANAGER'S OFFICE THEN SENT TO CORPROATE OFFICE ONCE A WEEK. ALL BAR COOLERS, LIQUOR CABINETS, AND TAPE HEADS AD LOCKED AND SECURED NIGHTLY.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 180 Outdoor: 0

10. Describe existing parking and how parking lot is to be monitored.

    PARKING LOT CONSISTING OF 86 SPOTS. THE MANAGER ON DUTY IS RESPONSIBLE TO PROVIDE DIRECTION & BASIC SECURITY FOR THE PARKING LOT AND SURROUNDING AREAS. MANAGER WILL CONTACT LOCAL POLICE FOR ISSUES AS NEEDED.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☐ No ☒ Yes, license issued to SBG APPLE NORTH IV, LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent WALTER SALAVERRIA

13. City, state in which agent resides VERONA, WI

14. How long has the agent continuously resided in the State of Wisconsin? 7 YEARS

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 04/13/2025

16. State and date of registration of corporation, nonprofit organization, or LLC.

    WISCONSIN CORPORATION ORGANIZED 5/2/25 (DFI ID: A116524)

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
OWNER	SIYAVOUSH SOLEIMANI	BEVERLY HILLS, CA

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    SIYAVOUSH SOLEIMANI, 4614 E. WASHINGTON AVE, MADISON, WI 53704

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☐ No ☒ Yes (explain) SIYAVOUSH OWNS SEVERAL OTHER WISCONSIN APPLEBEES

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11A - 12A	11A-12A	11A-12A	11A-12A	11A-12A	11A-12A	11A-12A
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. FOOD AND BEVERAGES

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
11 % Alcohol 89 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☒ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2026.

38. State Seller's Permit 4 5 6 - 1 0 3 2 0 9 7 3 5 3 - 0 4

39. Federal Employer Identification Number 33-4937685

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person WALTER SALAVERRIA

Business phone (563) 207-9360 Business e-mail address WALTER@YOURIHOP.COM

Preferred language ENGLISH

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name M. PARKER CONOVER

Phone (608) 284-2624 E-mail PCONOVER@GKLAW.COM

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☒ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☒ Appointment of Agent (if Corp/LLC), ☒ Member background investigation forms, ☒ Articles of Incorporation (if Corp/LLC), ☒ Floor Plans, ☒ Copy of Lease, ☒ Business Plan, and ☒ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Siyavoush Soleimani
boxSIGN 4Q5RPR8X-4Z977WYX
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

Nov 21, 2025
(Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Business Plan for Madison

Overall Business execution

a. Protect the brand by consistent high- level performance
b. Consistent guest value
c. Source and hire best in-class performers at all levels
d. Training at all levels with focus on cross training
e. Restaurant execution inside & out – communication on wins and opportunities
f. Building & Equipment investment

1. **Protect the brand by consistent high-level performance**
   a. Following the brand standard
   b. Develop action plans on areas of opportunities
   c. Celebrate the wins
   d. Create positive trends from self-auditing, brand audits, and third-party reports

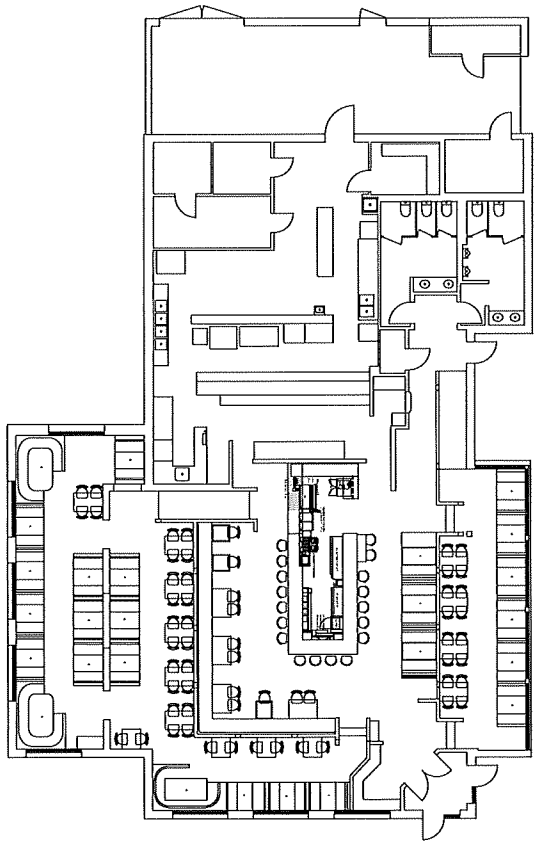
2. **Consistent Guest Value**
   a. Sales average annually $1,4000, and around 10% in Alcohol sales
   b. The trained consistent execution of the menu
   c. Product consistency, and quality of Appetizers, Soups, Salads, Sandwiches, Burgers, Chicken / Steak / Pork, Pasta, Mexican Dishes, Seafood, Specialties, & Desserts
   d. Alcohol beverages consists of spirits, draft beer, bottle beer, wine, and specialty drinks.
   e. Hours of operations 11:00AM until 10PM – Sunday through Thursday. Friday & Saturday 11:00AM until 11:00 PM.
   f. Focus on consistent reasonable pricing
   g. Friendly & knowledgeable consistent service

3. **Source and hire best in-class performers at all levels**
   a. Advertise, and recruit good integrity people
   b. Follow hiring promises
      i. Interviewing at a high level
      ii. Ensure a good fit
      iii. An organized orientation processes
      iv. Training plan
      v. Cross training
      vi. Honor schedule requests
      vii. Develop team members for future positions
   c. Performance meetings with all groups – Ongoing

4. **Training at all levels with focus on cross training**
    a. Position Training
    b. Alcohol Training
    c. Food Safety Training
    d. Health Training
    e. Brand, and system training
    f. Management Training
    g. Leadership Training

5. **Restaurant execution inside & out – communication on wins and opportunities**
    a. Well maintained, and clean business – both inside & outside
    b. Well trained team focusing on shift cleaning duties. Also focused on Day / Week / Monthly focused cleaning duties.
    c. Controlling the environment, and supporting the neighborhood
        i. Implement noise control programs
        ii. Keep the parking lot safe
        iii. Keep the restaurant safe

6. **Building & Equipment investment**
    a. Invest in the building keep repaired, and like new
    b. Invest in the equipment keep repaired and like new



FLOOR PLAN

SCALE: 1/8" = 1'-0"

A2-00	JOB NO. 2021.101.00 DRAWN BY TJV DATE 11/12/2021 REVISIONS DATE	PROJECT TITLE PROPOSED RESTAURANT REMODELING 4710 EAST TOWNE BLVD MADISON, WI 53704	EXISTING FLOOR PLAN	VAVRA DESIGN

January 2026 ALRC New License

Class A Licenses.csv

All items

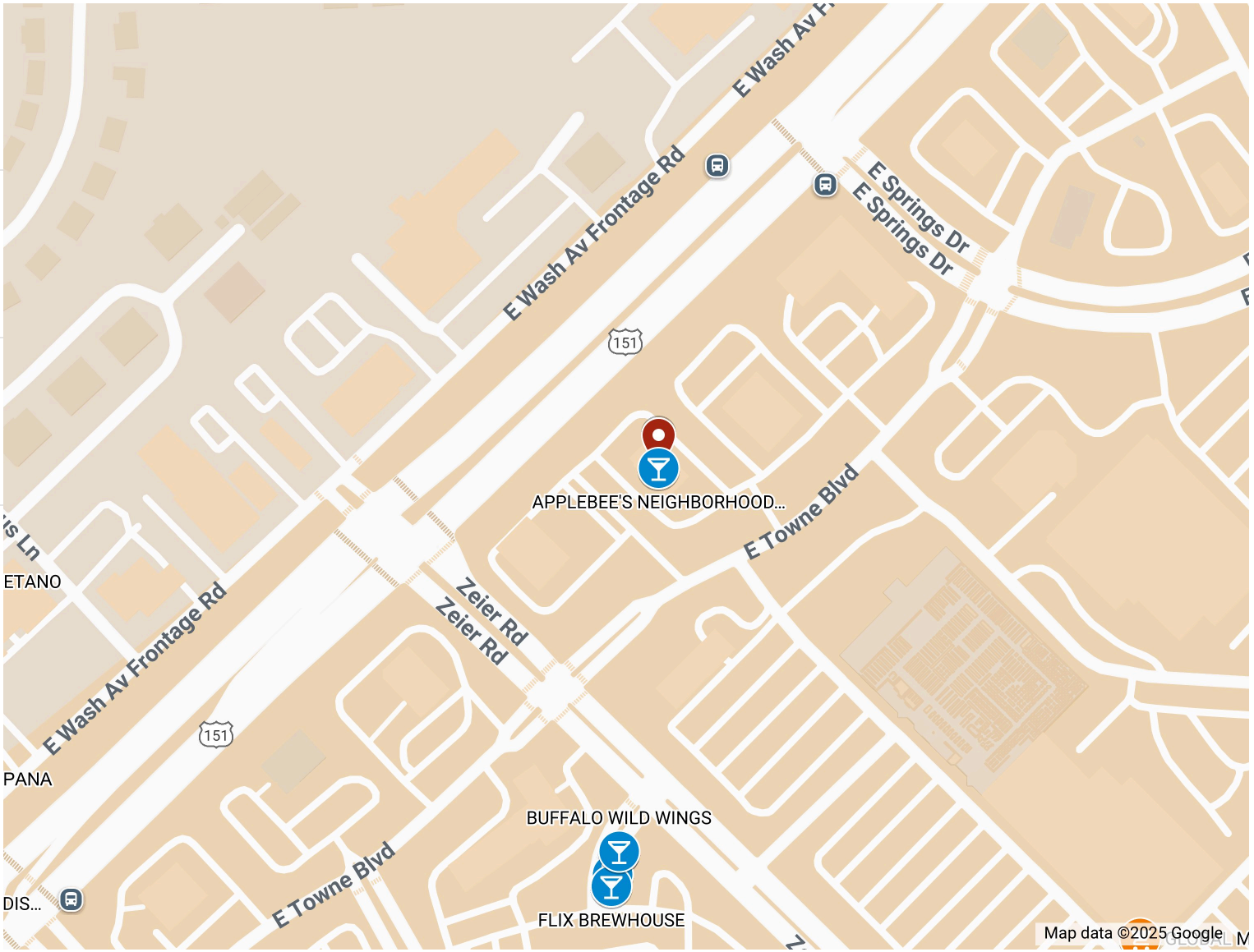
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91272

File ID:	91272	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/17/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Shirdisai LLC • dba Eloura
10 W Mifflin St • Agent: Kaylyani Venkatraman
Estimated Capacity (in/out): 178
Class B Combination Liquor & Beer • 20% alcohol, 80% food
Police Sector 406 (District 4)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 106.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-01080 App.pdf, LICLIB-2025-01080 Supplemental.pdf, 10 W Mifflin St map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91272

Title

Public Hearing - New License
Shirdisai LLC • dba Eloura
10 W Mifflin St • Agent: Kaylyani Venkatraman
Estimated Capacity (in/out): 178
Class B Combination Liquor & Beer • 20% alcohol, 80% food
Police Sector 406 (District 4)

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

988

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-01080
(License number)

4 (Alder District #) 406 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Shirdi Sai LLC

2. Trade Name (doing business as) ELOURA

3. Address to be licensed 10 west mifflin st #100, Madison, WI, 53703

4. Mailing address 2914 Balmer ln, Fitchburg, WI, 53711

5. Anticipated opening date 01/21/2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☑ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   All alcohol will be stored and served from the bar area inside the restaurant. The space includes a dedicated bar with secure storage for all alcohol inventory, and all sales, services, and consumption will take place within the licensed premises.

   PLUS SIDEWALK CAFE.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

Indoor: 150 Outdoor: 28

10. Describe existing parking and how parking lot is to be monitored.

There is no dedicated parking lot. Guests use available street parking and nearby public parking garages. No monitoring is required.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☐ No ☑ Yes, license issued to SASS Madison LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Kalyani Venkatraman.

13. City, state in which agent resides Fitchburg, WI

14. How long has the agent continuously resided in the State of Wisconsin? 6 years

15. Has the liquor license agent completed the responsible beverage server training course?

☐ No, but will complete prior to ALRC meeting ☑ Yes, date completed 01/05/2025

16. State and date of registration of corporation, nonprofit organization, or LLC.

Wisconsin LLC, May 5, 2025

17. In the table below list the directors of your corporation or the members of your LLC.

☑ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Member	Akash Venkatraman	Fitchburg, WI
Member	Kalyani Venkatraman	Fitchburg, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

United States Corporation agents, IN

19. Is applicant a subsidiary of any other corporation or LLC?

☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☐ No ☑ Yes (explain) Kalyani Venkatraman is also a liquor agent/LLC member for Zafferano Ristorante

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☑ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☑ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 - 11:00 am pm	8:00 - 11:00 am pm	8:00 - 11:00 am pm	8:00 - 11:00 am pm	8:00 - 11:00 am pm	8:00 - 11:00 am pm	8:00 - 11:00 am pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Food, Beverages, alcohol

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
20 % Alcohol 80 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☑ No ☐ Yes—what kind? _____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☑ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20_____.

38. State Seller's Permit 4 5 6 - 1 0 3 2 1 4 0 4 8 - 0 4

39. Federal Employer Identification Number 33-4970179

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Kalyani Venkatraman

Business phone 682-256-6842 Business e-mail address contact@eloura mediterranean .com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

V. Kaliyur
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

12/15/2025
(Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

BUSINESS PLAN – ELOURA

Executive Summary

Eloura is a new full-service Mediterranean restaurant with a global fusion twist, located in Downtown Madison, WI. Our concept features an 80% focus on food and 20% on alcohol sales, meeting the City of Madison's food-first licensing requirement.

Eloura will offer elevated yet approachable Mediterranean cuisine with global influences, targeting professionals, students, families, and tourists in downtown Madison.

Ownership & Management

Owners:

- Kalyani Venkatraman – Co-Owner & Director of Operations
- Akash Venkatraman – Co-Owner & Business Development Lead

Management Structure:

- Executive Chef
- Front of House Manager
- Kitchen Manager
- Accounting (outsourced)
- Owners oversee operations, HR, and marketing

Concept Overview

A modern Mediterranean restaurant with a global twist, blending Greek, Turkish, Lebanese, Italian coastal, and Moroccan cuisines with techniques from Japan, Korea, India, and Latin America.

Cuisine Breakdown:

- Mediterranean Core: 80%
- Global Fusion: 20%

Products & Services

Food (80% of revenue):

- Mezze
- Salads
- Flatbreads
- Entrées
- Seafood
- Vegetarian dishes

Alcohol (20% of revenue):

- Mediterranean wines
- Signature cocktails
- Local craft beer

Additional Services:

- Catering
- Private events
- Tasting dinners
- Takeout

Sample Menu Highlights

Mediterranean Core:

- Whipped Feta
- Halloumi Fries
- Lemon Chicken
- Harissa Salmon

Global Twist:

- Miso-Tahini Eggplant
- Korean Harissa Wings
- Pesto Falafel Pasta

Market Analysis

Target Market:

- Downtown office workers
- Students
- Families
- Tourists
- Corporate groups

Location Advantages:

- High foot traffic
- Restaurant-demand density
- Minimal modern Mediterranean competition

Competitive Landscape

Differentiators:

- Elevated but approachable Mediterranean fusion
- Strong food-first model
- Experienced ownership
- Elegant atmosphere and menu engineering

Marketing Strategy

Brand Positioning: Eloura = Mediterranean soul, global imagination

Marketing Channels:

- Social media
- Influencer previews
- Local media
- Student collaborations
- Themed nights

Operations Plan

Hours:

- Lunch: Mon–Fri 11am – 3pm
    - Brunch (Phase 2): Weekends
- Dinner: Daily 4pm – 10pm

Staffing:

- Executive chef
- Sous chefs
- Cooks
- Prep staff
- FOH manager
- Bartenders
- Servers
- Dishwashers

Food & Alcohol Allocation

Per Madison requirements:

- 80% food sales
- 20% alcohol sales

Licensing & Compliance

Eloura will comply with City of Madison and Wisconsin requirements including restaurant licenses, liquor license, fire/building codes, ADA, and ServSafe certifications.

Risk Management

Risks:

- Staffing
- Cost fluctuations
- Competition
- Economic downturns

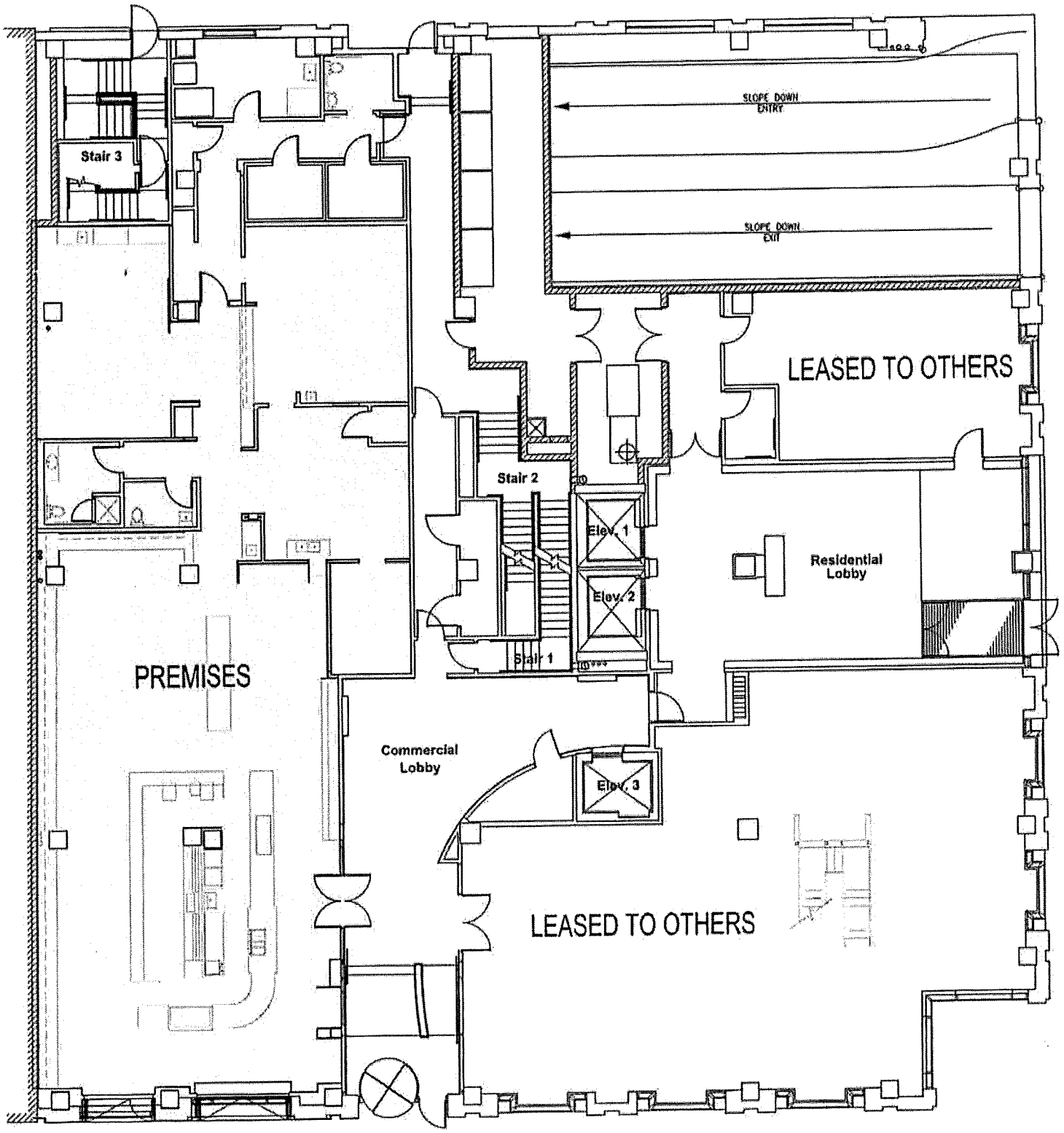
Mitigation:

- Training
- Multiple vendors
- Strong branding
- Affordable options

Conclusion

Eloura aims to become Madison's premier Mediterranean fusion restaurant with consistent quality, strong branding, and a food-first model built for long-term success.

EXHIBIT A



First Floor Plan
10 West Mifflin

NORTH

January 2026 ALRC New License

Class A Licenses.csv

All items

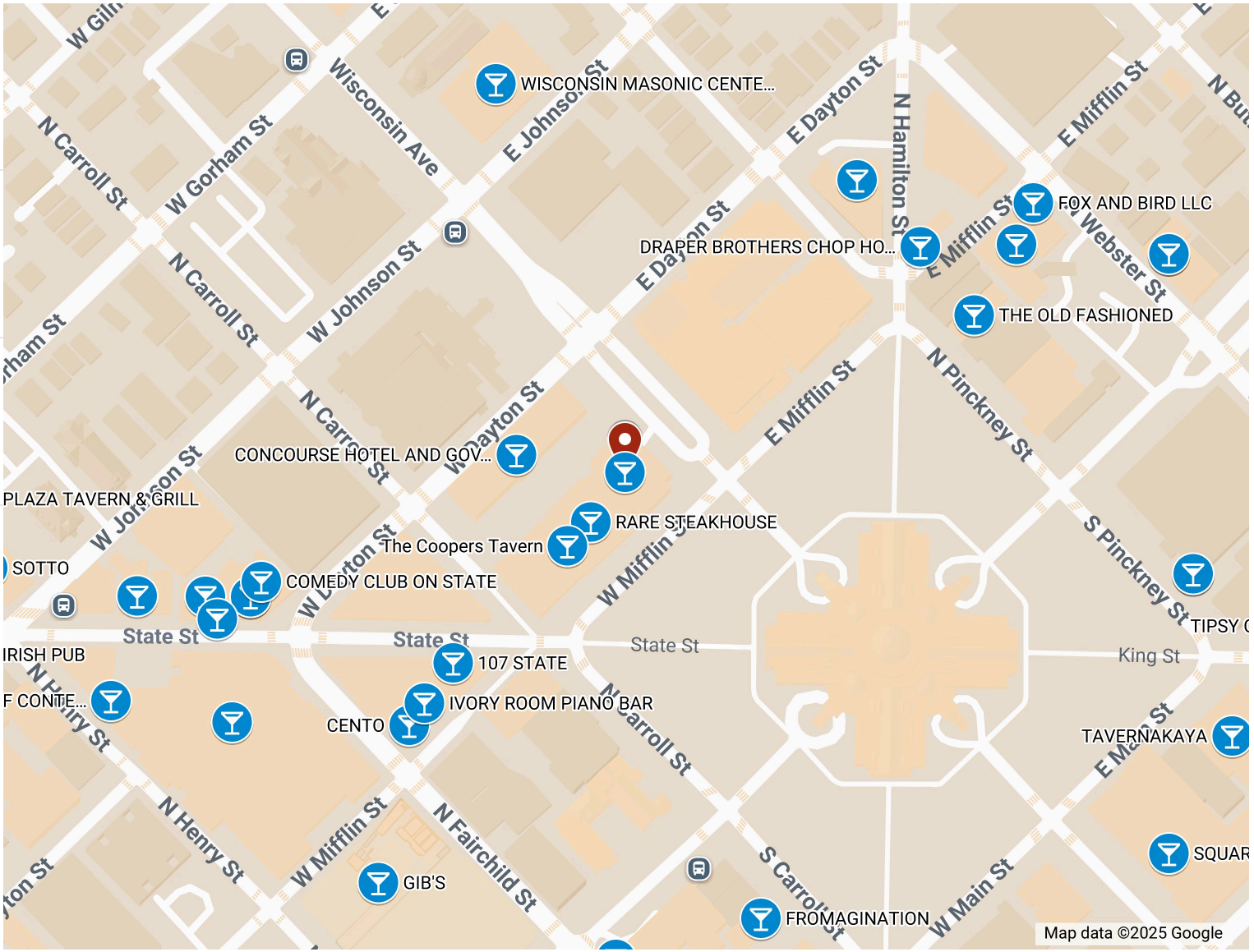
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91273

File ID:	91273	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/17/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Latino Management LLC • dba Fiesta Liquor & Market
706 W Badger Rd • Agent: Ana Mujica Ponce
Class A Beer, Class A Liquor
Police Sector 310 (District 14)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	107.
Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2025-01062 App.pdf, LICLIA-2025-01062 Supplemental.pdf, 706 W Badger Rd map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91273

Title

Public Hearing - New License
Latino Management LLC • dba Fiesta Liquor & Market
706 W Badger Rd • Agent: Ana Mujica Ponce
Class A Beer, Class A Liquor
Police Sector 310 (District 14)

Liquor/Beer License Application

1001

(Agenda Item Number)

(Legistar file number)

LCLIA-2025-01062

(License number)

17 (Alder District #) 310 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☒ Beer, ☒ Liquor, ☐ Cider

Class B: ☐ Beer, ☐ Liquor,

☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Latino Management LLC

2. Trade Name (doing business as) Fiesta Liquor & Market

3. Address to be licensed 706 W Badger Rd. Madison WI, 53713

4. Mailing address 3176 Weybridge WI, 53590

5. Anticipated opening date 01/15/2025

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   The liquor will only be stored and sold past our 21+ gate. Alcohol will also be stored in or walk-in cooler which is kept past our 21+ gate. Receipts will be kept in a file cabinet that will be homed in our office at the premises. Additional hard liquor will be stored in our storage space where only employees will have access,

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: _____ Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

    Parking is available with a capacity of 5 cars. Parking lot will be monitored with cameras through PerMar 24/7,

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Juan A Gomes Sanches

13. City, state in which agent resides 3176 Weybridge Dr. Sun Prairie WI, 53590

14. How long has the agent continuously resided in the State of Wisconsin? 14 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 6/15/2021

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin LLC, Organized 01/22/2021

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Owner	Juan A Gomes Sanches	Sun Prairie, WI
Manager	Ana Mujica	Sun Prairie, WI
Member/Cashier	Andrea Mujica	Madison, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Transmission Latino LLC

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☒ Liquor Store ☒ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10am - 9pm	9am - 9pm	9am - 9pm	9am - 9pm	9am - 9pm	9am - 9pm	9am - 9pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
_____ % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2026.

38. State Seller's Permit 456-1030749173-02

39. Federal Employer Identification Number 30-1257212

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Ana Mujica

Business phone (608)285-9273 Business e-mail address mujicakj@gmail.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☒ Yes (language: Spanish)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

1005

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

12/01/2025
(Date)

Clerk's Office checklist for complete applications

☑ WI Seller's Permit Certificate (matching articles of incorporation) ☑ FEIN ☑ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☑ *Articles of Incorporation ☑ *Appointment of Agent * Corporation/LLC only	☑ Floor Plans ☐ Lease ☑ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

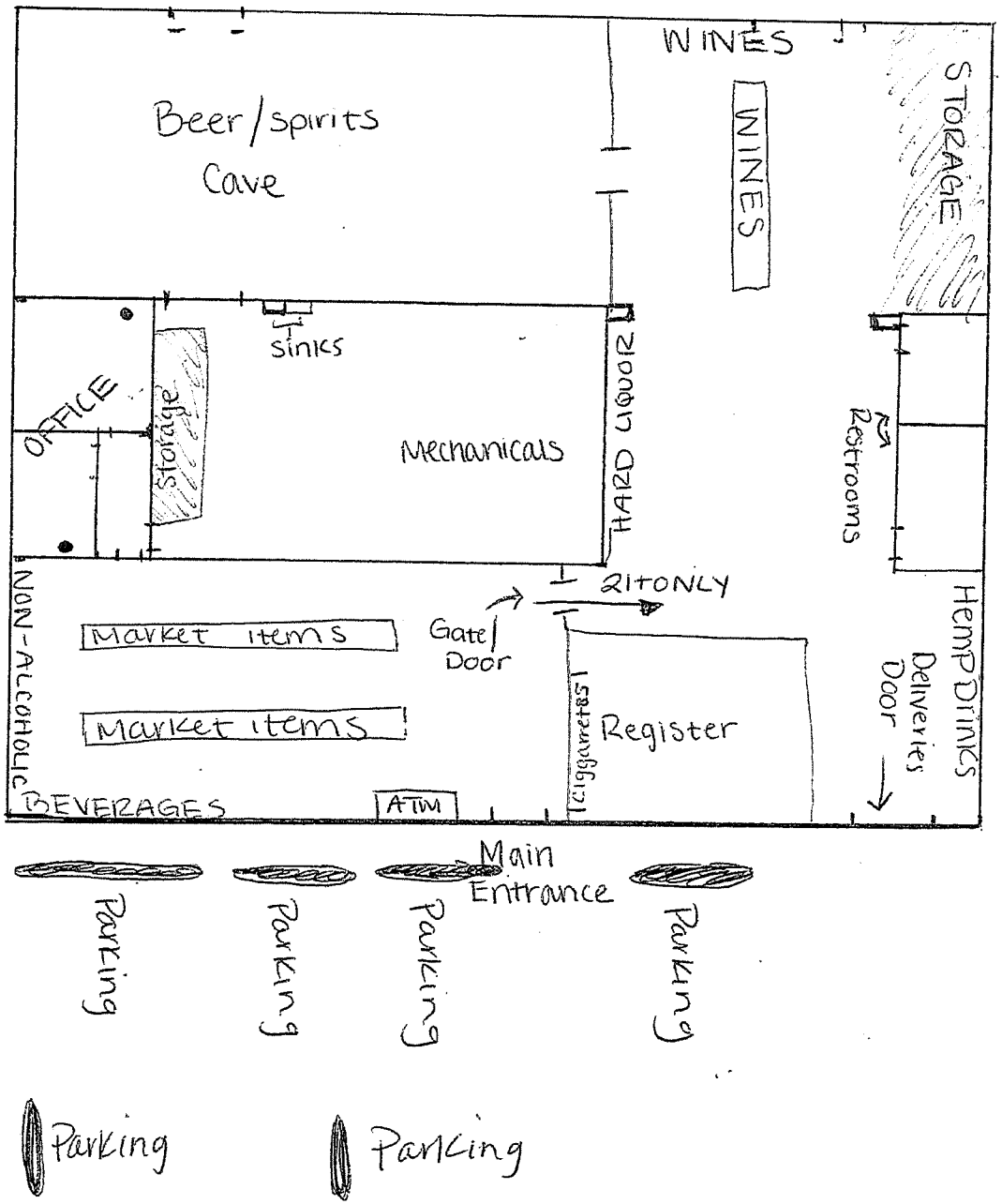
☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____



Latino Management LLC
DBA Fiesta LIQUOR & Market

706 W Badger Rd
Madison, WI 53713

Business Plan

Latino Management, LLC DBA Fiesta Liquor & Market
706 W Badger Road, Madison, WI 53713

1. Executive Summary

Business Name: Latino Management, LLC DBA Fiesta Liquor & Market
Business Address: 706 W Badger Road, Madison, WI 53713
Business Type: Retail Liquor and Market
Business Hours: Monday–Saturday 9:00 AM–9:00 PM; Sunday 10:00 AM–9:00 PM
Purpose of Plan: License Transfer for New Location

Mission Statement:
To bring culture, community, and convenience together by offering a diverse selection of wines, spirits, beer, and Latin-inspired products in a welcoming environment that celebrates our heritage and serves the Madison community.

Vision:
To become Madison's most recognized community-centered liquor and market destination—known authenticity, and exceptional customer care.

Objectives:
- Successfully transfer existing liquor license to the new location.
- Maintain compliance with all City of Madison and Wisconsin Department of Revenue alcohol regulations.
- Continue to provide high-quality service and culturally inspired products to local residents.

2. Company Description

Overview:
Latino Management, LLC is a locally owned and operated business led by Ana Mujica. The business will proudly operate under the DBA **Fiesta Liquor & Market**, a retail store serving Madison, Wisconsin. Fiesta Liquor & Market offers a full range of beer, wine, liquor, and convenience goods, with a focus on Latino brands and community connection.

Purpose of Transfer:
The business is relocating to 706 W Badger Road to continue operations in a space that supports future growth. This transfer maintains continuous operations under the same ownership.

Core Values:
- Integrity in all business practices.
- Respect and inclusion for all customers.

- Commitment to local culture and community involvement.
- Compliance with all state and municipal regulations.

3. Products and Services

Primary Offerings:
- Retail sales of beer, wine, and liquor for off-premises consumption.
- Convenience market products including mixers, snacks, and essential grocery items.
- Specialty Latin beverages and imports.
- Ready-to-go cocktail kits

4. Market Overview

Target Market:
- Local residents in the Madison area, particularly near the South Side and Badger Road corridor.
- Latino and multicultural consumers seeking authentic beverages and products.
- Customers who value a friendly, local shopping experience over big-box chains.

Market Position:
Fiesta Liquor & Market differentiates itself through cultural authenticity, bilingual service, and a family-oriented environment. The store's branding emphasizes celebration, hospitality, and quality.

Competition:
While larger chains exist in Madison, Fiesta Liquor & Market provides a unique niche experience—combining cultural pride with excellent customer service and local engagement.

5. Operations Plan

Hours of Operation:
- Monday–Saturday: 9:00 AM – 9:00 PM
- Sunday: 10:00 AM – 9:00 PM

Management Structure:

- **Owner:** Juan Gomes
- **Manager:** Ana Mujica
- **Entity:** Latino Management, LLC

Licenses & Compliance:
- Class A Liquor License (Retail Off-Premise Sales)

- Appointment of Liquor Agent (filed with City of Madison Clerk's Office)
- Wisconsin Seller's Permit and DFI Registration
- Compliance with City of Madison ordinances and Wisconsin Department of Revenue alcohol laws

Suppliers:
- Authorized Wisconsin alcohol distributors.
- Local vendors and Latino import suppliers.

Security and Safety:
- Licensed surveillance system in place.
- Age verification procedures for all alcohol sales.
- Staff training in responsible alcohol service.

---

6. Marketing and Community Engagement

Brand Identity:
Fiesta Liquor & Market represents joy, culture, and community. The brand celebrates diversity and inclusion while maintaining professional, reliable service.

Marketing Approach:
- Word-of-mouth and neighborhood reputation.
- Seasonal promotions and in-store displays.
- Collaborations with local businesses and cultural organizations.

Community Role:
Fiesta Liquor & Market aims to be more than a retail store—it seeks to serve as a local hub of culture and connection by supporting events, and offering bilingual communication.

---

7. Summary

Latino Management, LLC DBA Fiesta Liquor & Market is committed to operating a responsible, compliant, and community-focused business at its new Madison location. This plan supports the transfer of the existing liquor license and outlines the business's dedication to quality, culture, and service.

12/01/2025

Prepared for submission to the City of Madison Clerk's Office and the Wisconsin Department of Revenue.

January 2026 ALRC New License

Class A Licenses.csv

All items

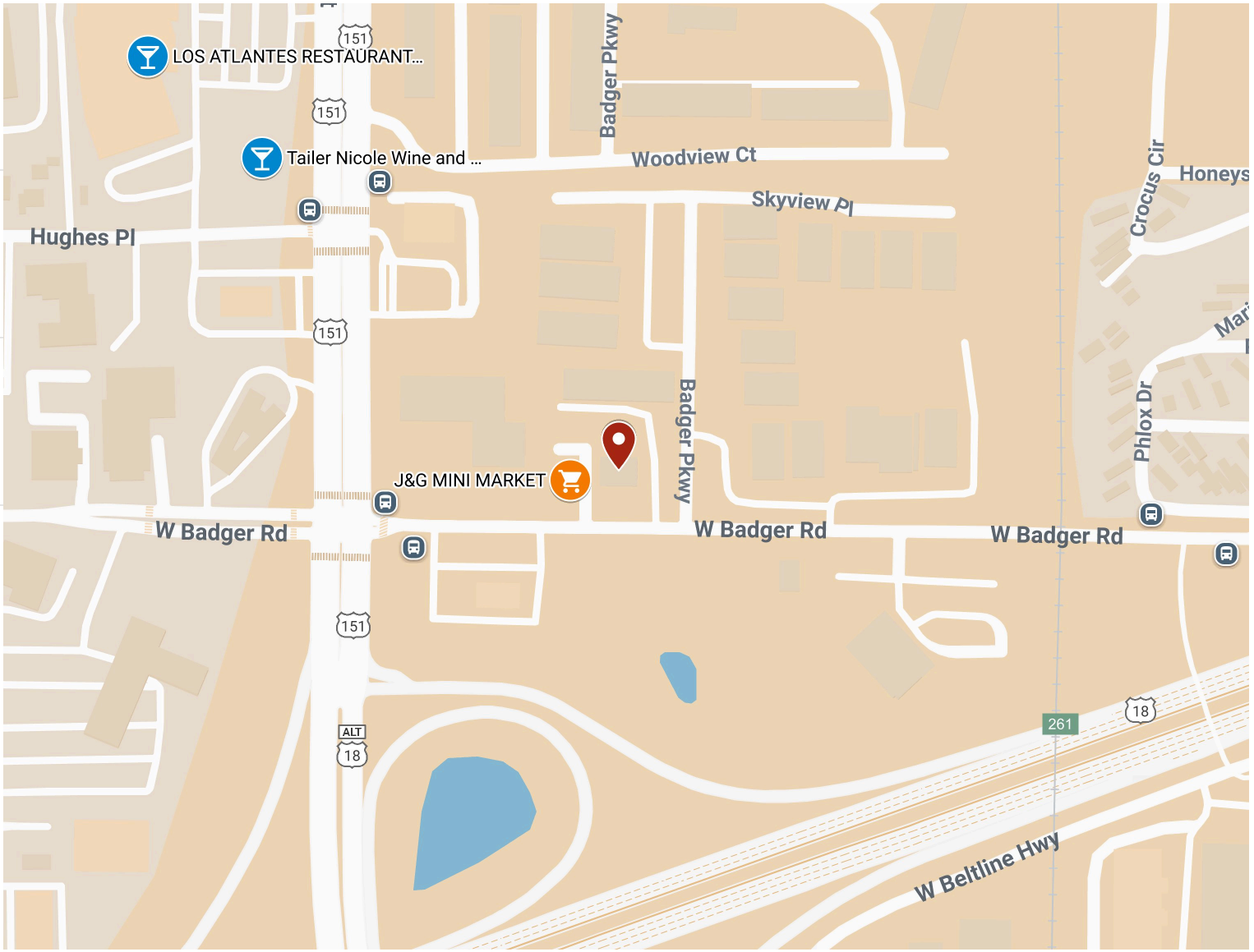
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91274

File ID:	91274	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/17/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Refuel Pantry Inc • dba Refuel Pantry
1010 N Sherman Ave • Agent: Harinder Singh
Class A Beer, Class A Cider
Police Sector 503 (District 12)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 108.

Sponsors:

Effective Date:

Attachments: LICLIA-2025-01082 App.pdf, LICLIA-2025-01082 Supplemental.pdf, 1010 N Sherman Ave map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91274

Title

Public Hearing - New License
Refuel Pantry Inc • dba Refuel Pantry
1010 N Sherman Ave • Agent: Harinder Singh
Class A Beer, Class A Cider
Police Sector 503 (District 12)

1013

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIA-2025-01082
(License number)

~~50~~ 12 Matthews S03
(Alder District #) (Police Sector)

Office Use Only

Class A: ☑ Beer, ☐ Liquor, ☑ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☑ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.
   Refuel Pantry Inc
2. Trade Name (doing business as) Refuel Pantry
3. Address to be licensed 1010 N Sherman Ave, Madison, WI,
4. Mailing address 1354 N Bird St, Sun Prairie, WI 53590
5. Anticipated opening date 01/01/2026
6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?
   ☒ No ☐ Yes (explain)
7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.
   Stored in the Beer Cooler and Shelving in the store

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: _____ Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

   Parking in front of the store and gas pumps
   Location is monitored by cameras

11. Was this premises licensed for the sale of liquor or beer during the past license year?

   ☐ No ☑ Yes, license issued to Maranatha LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Harinder Singh

13. City, state in which agent resides Windsor, WI

14. How long has the agent continuously resided in the State of Wisconsin? 15 years

15. Has the liquor license agent completed the responsible beverage server training course?

   ☐ No, but will complete prior to ALRC meeting ☑ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

   WI, 3/12/24

17. In the table below list the directors of your corporation or the members of your LLC.
   ☑ Attach background check forms for each director/member.

Title	Name	City and State of Residence
President	Lakhbir Singh	Sun Prairie, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

   Lakhbir Singh

19. Is applicant a subsidiary of any other corporation or LLC?

   ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

   ☐ No ☑ Yes (explain) Agent at other businesses

Section D—Business Plan

21. What type of establishment is contemplated?

☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store

☐ Convenience Store without gas pumps ☑ Convenience Store with gas pumps

☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☑ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5am - 10pm	5am - 10pm	5am - 10pm	5am - 10pm	5am - 10pm	5am - 10pm	5am - 10pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:

_____ % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 26.

38. State Seller's Permit 4 5 6 - 1 0 3 1 7 9 2 5 5 1 - 0 4

39. Federal Employer Identification Number 99-1870894

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Harinder Singh

Business phone 262-960-0671 Business e-mail address Harry@refuelpantry.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

1017

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans, ☑ Copy of Lease, ☑ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Lakhbir Singh
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

12/15/25
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)	☐ Background investigation form(s)	☐ Floor Plans
☐ FEIN	☐ Form for surrender of previous license	☐ Lease
☐ Written description of premises	☐ *Articles of Incorporation	☐ Business Plan
	☐ *Appointment of Agent	☐ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

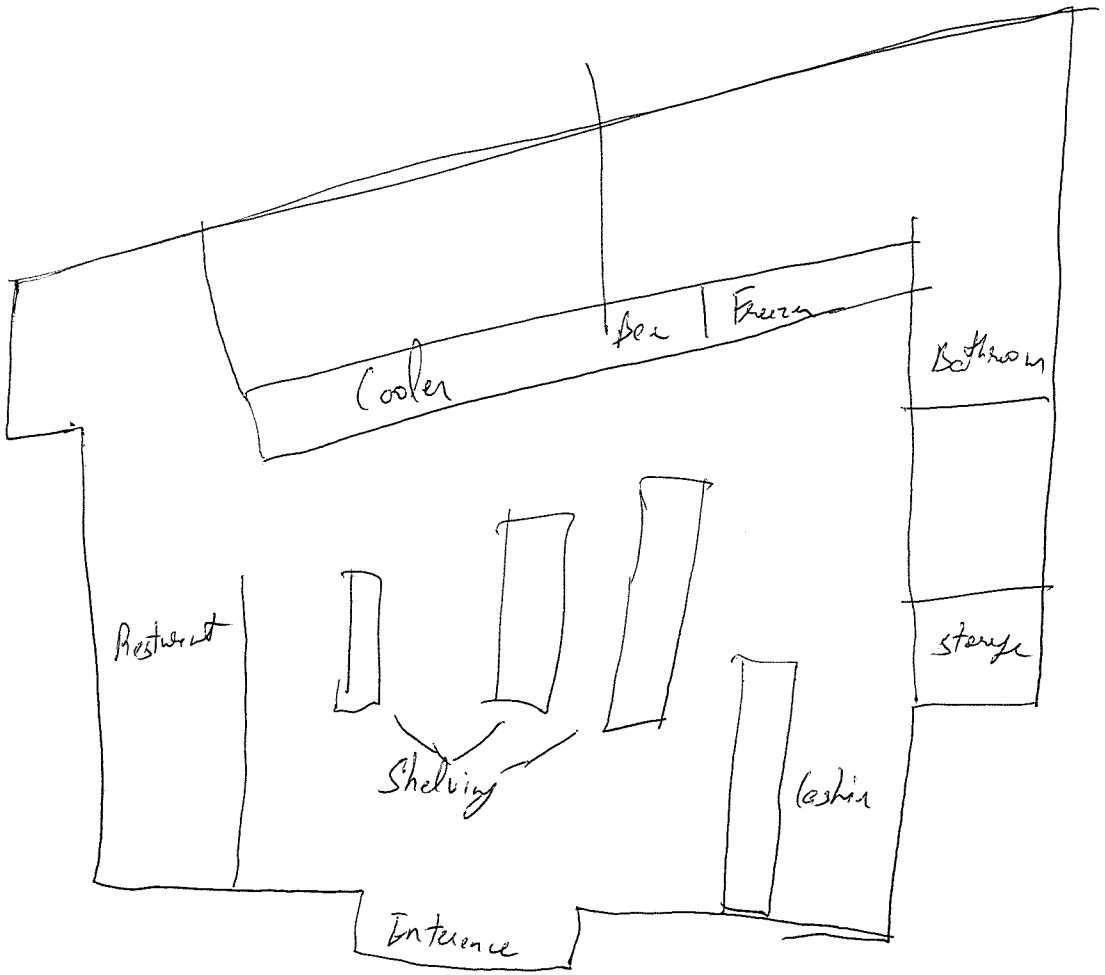
☑ Orange sign ☑ Orange business card

☑ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____



1010 N Sherman Ave, Madison, WI

January 2026 ALRC New License

Class A Licenses.csv

All items

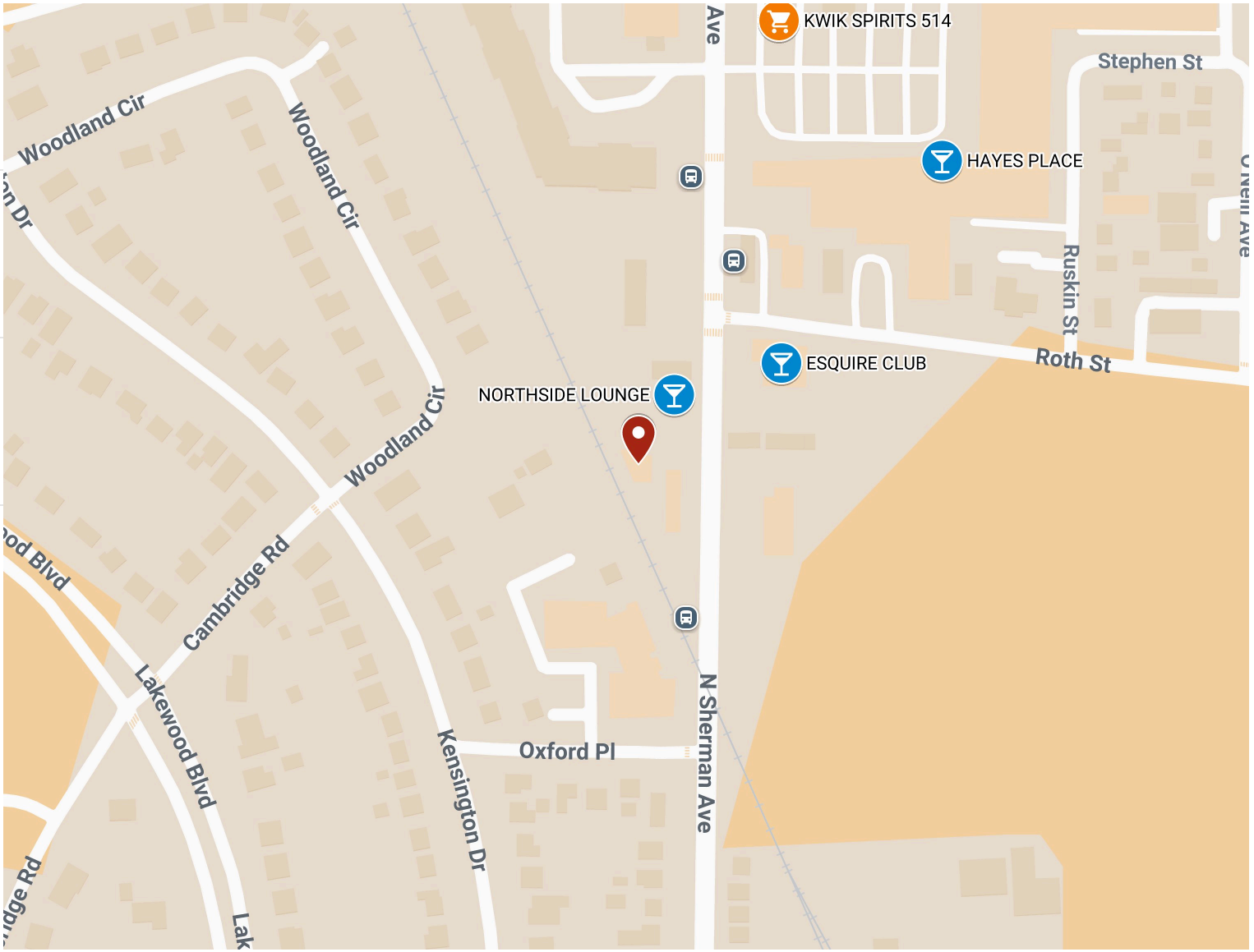
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91275

File ID:	91275	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/17/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Vakratunda LLC • dba Courtyard Madison East
2502 Crossroads Dr • Agent: Vasant Patel
Estimated Capacity (in/out): 127/0
Class B Combination Liquor & Beer • 10% alcohol, 90% food
Police Sector 633 (District 17)

Notes:

		CC Agenda Date:	01/13/2026
		Agenda Number:	109.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-01085 App.pdf, LICLIB-2025-01085 Supplemental.pdf, 2502 Crossroads Dr map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91275

Title

Public Hearing - New License
Vakratunda LLC • dba Courtyard Madison East
2502 Crossroads Dr • Agent: Vasant Patel
Estimated Capacity (in/out): 127/0
Class B Combination Liquor & Beer • 10% alcohol, 90% food
Police Sector 633 (District 17)

1022

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIB·2025·01085
(License number)

17 (Alder District #) 633 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor, ☒ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Vakratunda LLC

2. Trade Name (doing business as) Courtyard Madison East

3. Address to be licensed 2502 Crossroads Dr, Madison, WI 53718

4. Mailing address 2502 Crossroads Dr, Madison, WI 53718

5. Anticipated opening date 12/29/2025 with new ownership, currently open with existing owner

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   In the hotel lobby snack shop and the hotel Bistro (F&B outlet),further described as a 4 story 127 room 67095 sqft hotel. The alcohol is stored in a locked storage closet and locked storage cabinet behind the Bistro counter.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 127 Outdoor: N/A

10. Describe existing parking and how parking lot is to be monitored.

    Parking is located along the exterior of the building. The parking lot is not monitored by security cameras.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☐ No ☒ Yes, license issued to BTM Wisconsin Concessions, LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Vasant Patel

13. City, state in which agent resides Plover, WI

14. How long has the agent continuously resided in the State of Wisconsin? 20 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☒ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin; 9/17/2025

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
background documents attached - 9 members		

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Vikash Patel - 4280 Sterling Drive, Plover, WI 54467

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?

☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store

☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps

☒ Other Hotel (non-casino) with Bistro & Bar and gift shop

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7a - 10p	630a - 930p	630a - 930p	630a - 930p	630a - 930p	630a - 930p	7a -10p
(Class B only) Enter below any hours when food service will not be available, if applicable						
10p - 6a	10pm - 2am	10pm - 2am	10pm - 2am	10pm - 2am	10pm - 2am	10p - 6a

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Gift shop snacks and Bistro Food items

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:

10□□ % Alcohol 90 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☒ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 2026 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 2 0 7 7 6 2 - 0 4

39. Federal Employer Identification Number 39-5079343

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Vikash Patel

Business phone 715-326-1984 Business e-mail address vpatel@ssghotels.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

1026

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☒ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☒ Appointment of Agent (if Corp/LLC), ☒ Member background investigation forms, ☒ Articles of Incorporation (if Corp/LLC), ☒ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☒ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Nilesh Patel
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

12/11/2025
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

STARBUCKS®

	TALL | GRANDE | VENTI
CAFFE LATTE | 150-240 CAL	4.5 | 5.0 | 5.5
CAPPUCCINO | 90-150 CAL	4.5 | 5.0 | 5.5
CAFFE MOCHA | 300-460 CAL	5.5 | 6.0 | 6.5
CARAMEL MACCHIATO 190-310 CAL	5.5 | 6.0 | 6.5
CAFFE AMERICANO 10-25 CAL	4.0 | 4.5 | 5.0
WHITE CHOCOLATE MOCHA 320-500 CAL	5.5 | 6.0 | 6.5
COFFEE OF THE DAY 5-10 CAL	3.5 | 4.0 | 4.5
COLD BREW | 5 CAL *Limited daily availability*	4.0
TAZO® CHAI LATTE 100-230 CAL	4.5 | 5.0 | 5.5
TAZO® TEA | 60-120 CAL	2.5 | 3.0 | 3.5
ESPRESSO | 5-10 CAL *Solo | Doppio*	3.0 | 3.5

COCKTAILS

FRESH MARGARITA \| 210 CAL — 11.0
Patron Silver® tequila, lime, cane sugar

BLACK CHERRY OLD-FASHIONED 220 CAL — 11.0
Maker's Mark® bourbon, demerara sugar, cherry bitters

PALOMA \| 170 CAL — 11.0
Jose Cuervo Tradicional® tequila, Fever-Tree sparkling grapefruit

NEW YORK SOUR \| 260 CAL — 12.0
Bulleit bourbon, lemon, cane sugar, red wine float

ESPRESSO MARTINI \| 220 CAL — 11.0
Grey Goose® vodka, Kahlua, cane sugar, espresso

B BOLD BLOODY MARY \| 130 CAL — 10.0
Svedka vodka, Filthy bloody mary mix

TROPICAL BREEZE \| 80 CAL (NA) — 8.0
Coconut water, cranberry, pineapple

(NA) NON-ALCOHOLIC

18% gratuity is automatically added to the final bill for groups of 6+.

BISTRO

CRAFTED CLASSICS

HOURS OF OPERATION

MORNING		AFTERNOON/EVENING	
WEEKDAYS	6:30AM - 9:30AM	WEEKDAYS	5:00PM - 10:00PM
WEEKENDS	7:30AM - 10:00AM	WEEKENDS	5:00PM - 10:00PM

STARBUCKS®

Ask about Seasonal Starbucks

MORNING

FRUITS & GRAINS

STEEL CUT OATMEAL | 350 CAL (VG) 9.5
Vermont maple syrup, fresh blueberries

THE CONTINENTAL | 650-820 CAL (VG) 11.0
Yogurt, blueberry muffin, banana and choice of tall brewed coffee, hot tea, milk or juice

FRUIT & YOGURT PARFAIT
240 CAL (VG) 9.0
Greek yogurt, fresh berries, granola, honey

FRUIT & BERRY CUP | 60 CAL (VG) (GF) 8.0

BREAKFAST BOARDS

BAGEL: PLAIN OR EVERYTHING
360-480 CAL (VG) 6.0
Choice of plain cream cheese and jelly or herbed cream cheese

AVOCADO TOAST | 500 CAL 13.0
Multigrain toast with roasted tomatoes, hard-cooked egg, lemon-dressed arugula

MORNING FLATBREAD | 950 CAL 13.5
Scrambled eggs, herbed cream cheese, cheddar cheese, green onions, bacon, avocado mash, salsa

GRIDDLED

FRENCH TOAST WITH STRAWBERRIES | 540 CAL 11.5
Dipped in cinnamon-vanilla custard and griddled, topped with powdered sugar, fresh strawberries, Vermont maple syrup

WE PROUDLY SERVE CAGE-FREE EGGS

(VG) VEGETARIAN (GF) GLUTEN-FRIENDLY

*Consuming raw or under-cooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness.

MSNCY-FC-SA-BA-WA-CA-0425

MORNING

EGGS

EGGS YOUR WAY* | 560-1050 CAL 14.5
Choice of whole eggs/whites, applewood-smoked bacon or pork sausage, with breakfast potatoes or tomatoes, and sourdough or multigrain toast

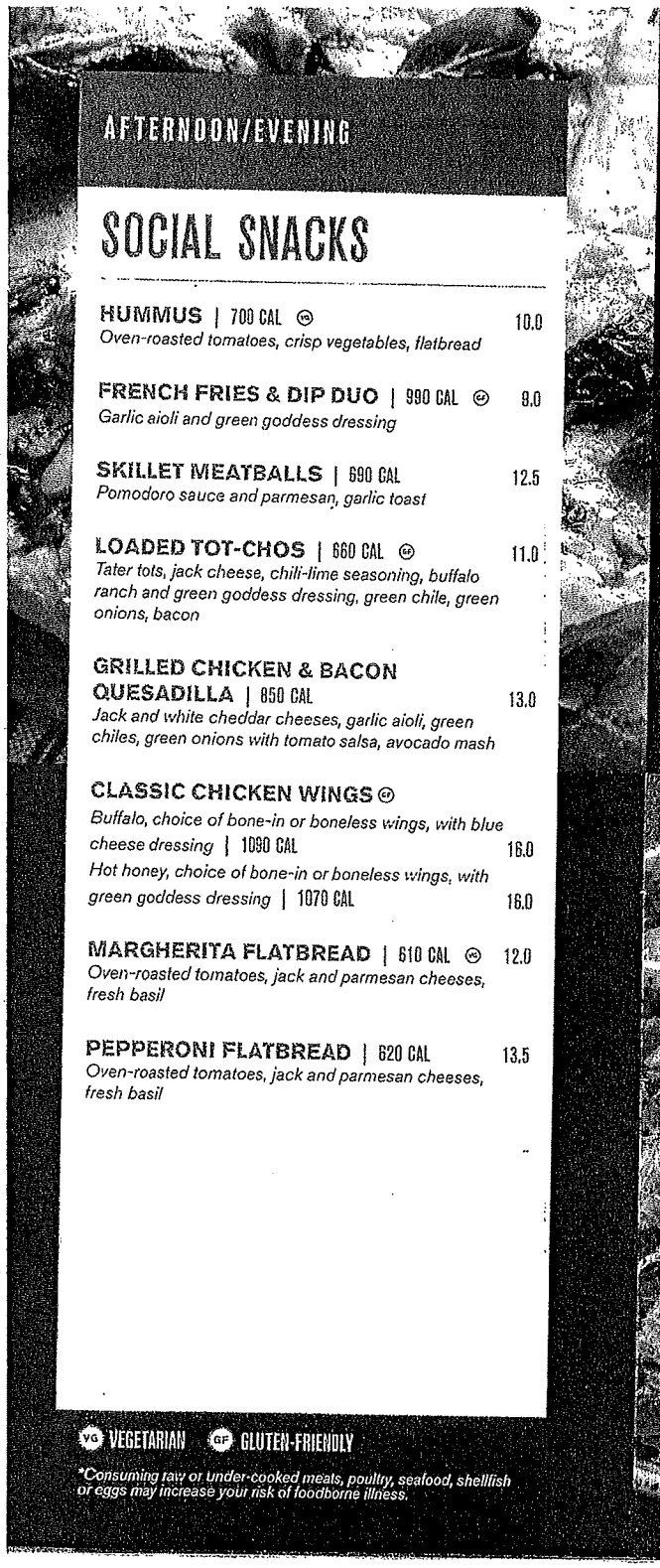
BREAKFAST BURRITO | 920 CAL 12.5
Scrambled eggs, applewood-smoked bacon, green onions, breakfast potatoes, jack and cheddar cheeses in a tortilla with tomato salsa and avocado mash

BISTRO BREAKFAST SANDWICH*
660 CAL 11.5
Fried egg, applewood-smoked bacon, aged white cheddar, lemon-dressed arugula, avocado mash on a brioche bun

CRAFT YOUR OWN BOWL*
280-800 CAL (GF) 13.0
Tossed with green goddess dressing and finished with avocado mash and green onions and served with salsa

CHOOSE YOUR BASE	EGGS YOUR WAY	SELECT TWO
Breakfast potatoes	*Two eggs, any style*	*Chopped bacon*
Quinoa & brown rice	*Egg whites*	*Cheddar cheese*
Tater tots		*Tomatoes*
		Kale

In consuming our gluten-friendly items, be aware that there still may be a chance of cross-contact so we cannot guarantee these products for those with celiac disease or a food allergy. Guests are advised to consider this information as it relates to their individual dietary needs and requirements. If you have any concerns regarding allergies, please alert the staff prior to ordering.



AFTERNOON/EVENING

SOCIAL SNACKS

HUMMUS | 700 CAL VG — 10.0
Oven-roasted tomatoes, crisp vegetables, flatbread

FRENCH FRIES & DIP DUO | 990 CAL GF — 9.0
Garlic aioli and green goddess dressing

SKILLET MEATBALLS | 690 CAL — 12.5
Pomodoro sauce and parmesan, garlic toast

LOADED TOT-CHOS | 660 CAL GF — 11.0
Tater tots, jack cheese, chili-lime seasoning, buffalo ranch and green goddess dressing, green chile, green onions, bacon

GRILLED CHICKEN & BACON QUESADILLA | 850 CAL — 13.0
Jack and white cheddar cheeses, garlic aioli, green chiles, green onions with tomato salsa, avocado mash

CLASSIC CHICKEN WINGS GF
Buffalo, choice of bone-in or boneless wings, with blue cheese dressing | 1090 CAL — 16.0
Hot honey, choice of bone-in or boneless wings, with green goddess dressing | 1070 CAL — 16.0

MARGHERITA FLATBREAD | 610 CAL VG — 12.0
Oven-roasted tomatoes, jack and parmesan cheeses, fresh basil

PEPPERONI FLATBREAD | 620 CAL — 13.5
Oven-roasted tomatoes, jack and parmesan cheeses, fresh basil

VG VEGETARIAN GF GLUTEN-FRIENDLY

**Consuming raw or under-cooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness.*

AFTERNOON/EVENING

GREENS & GRAINS

CAESAR | 395-790 CAL — HALF | FULL — 6.0 | 12.0
Parmesan, olive oil toasted breadcrumbs, creamy caesar

MODERN COBB SALAD | 750 CAL — 13.5
Grilled chicken, applewood-smoked bacon, hard-cooked egg, grape tomatoes, avocado mash, gorgonzola, green goddess dressing

MEDITERRANEAN GRAIN BOWL
750 CAL VG — 13.5
Quinoa and brown rice blend, baby kale, arugula, oven roasted tomatoes, parmesan cheese, lemon vinaigrette

ADD CHICKEN | 110 CAL — 6.0

SWEETS

DARK CHOCOLATE & SEA SALT COOKIE | 380 CAL — 6.0

WE PROUDLY SERVE SUSTAINABLY RAISED PORK

In consuming our gluten-friendly items, be aware that there still may be a chance of cross-contact so we cannot guarantee these products for those with celiac disease or a food allergy. Guests are advised to consider this information as it relates to their individual dietary needs and requirements. If you have any concerns regarding allergies, please alert the staff prior to ordering.

AFTERNOON/EVENING

BISTRO CLASSICS

TURKEY AVOCADO B.L.T.
800-1170 CAL — 13.5
Applewood-smoked bacon, romaine, tomato, roasted garlic aioli on Texas toasted bread, with french fries or arugula salad

THREE-CHEESE GRILLED CHEESE & TOMATO SOUP | 840 CAL — 12.0
White cheddar, jack cheese, parmesan on sourdough bread, classic tomato soup

GRILLED CHICKEN SANDWICH
660-1090 CAL — 14.0
Aged white cheddar, lettuce, tomato and garlic aioli on a brioche roll, with french fries or arugula salad

BUFFALO FRIED CHICKEN SANDWICH
750-1180 CAL — 15.5
Gorgonzola crumbles, coleslaw on a brioche roll, with french fries or arugula salad

THE BISTRO BURGER* | 750-1060 CAL — 16.0
Aged white cheddar, lettuce, tomato and garlic aioli on a brioche roll, with french fries or arugula salad

ADDITIONAL TOPPINGS

$2.0 PER TOPPING	$1.0 PER TOPPING
Bacon	*Pickled jalapeños*
Avocado mash	*Caramelized onions*

2,000 calories a day is used for general nutrition advice, but calorie needs vary.

Additional nutrition information is available on request.

WINE 130-200 CAL

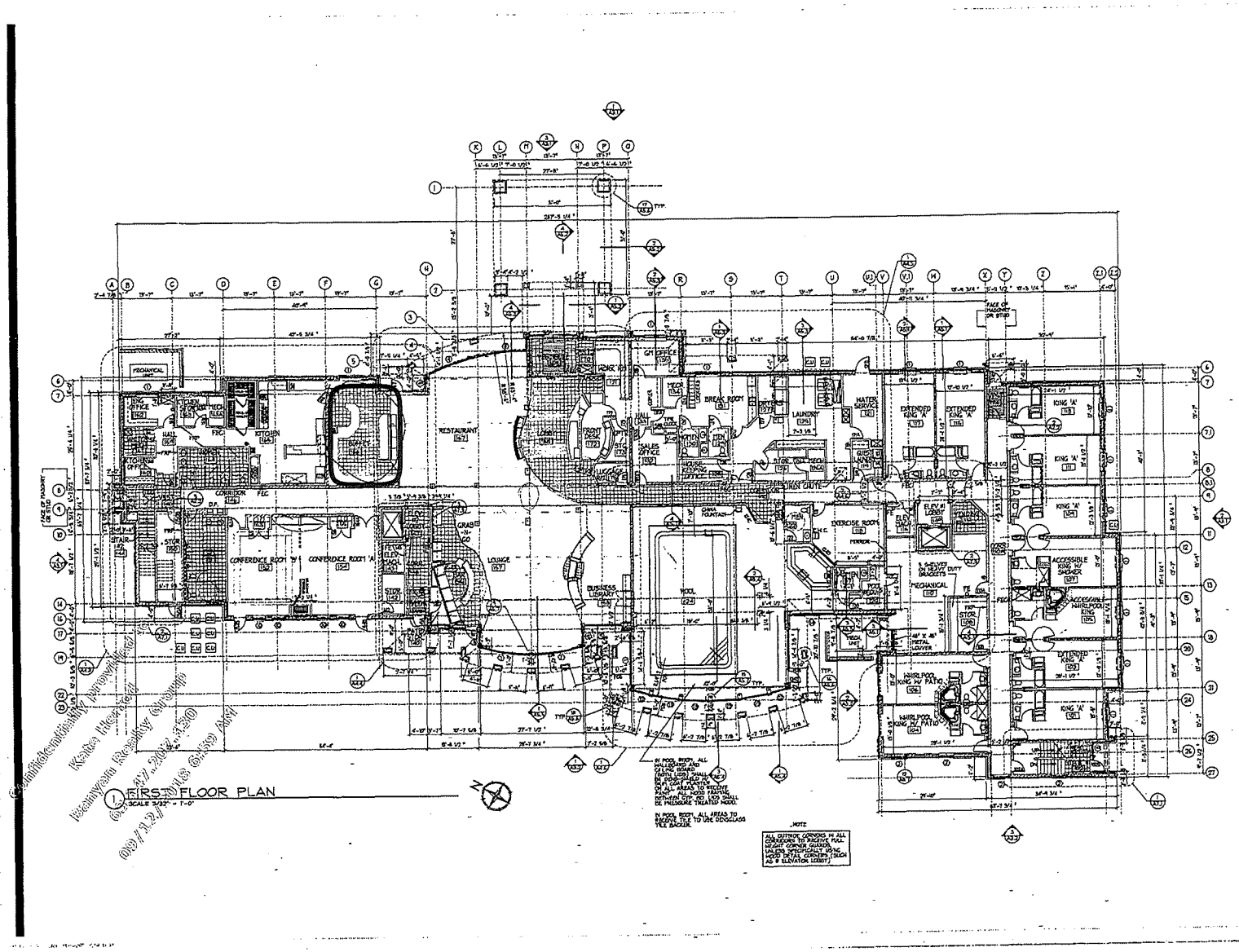
	6oz | 8oz | BTL
SPARKLING	
Mionetto Prosecco D.O.C. Brut nv, Treviso, Italy	11.0 | 13.5 | 38.0
ROSE	
Charles & Charles, Columbia Valley, WA	8.0 | 10.5 | 28.0
WHITE	
Simi 'Sonoma' Chardonnay, Sonoma County, CA	11.0 | 13.5 | 38.0
Frenzy Sauvignon Blanc, Marlborough, New Zealand	10.0 | 12.5 | 35.0
Chateau Ste. Michelle Riesling, Columbia Valley, WA	8.0 | 10.5 | 28.0
Tommasi Le Rosse Pinot Grigio, Valpolicella, Italy	10.0 | 12.5 | 35.0
RED	
Kenwood Vineyards Pinot Noir, Sonoma County, CA	9.0 | 11.5 | 31.0
Clos du Bois Merlot, CA	10.0 | 12.5 | 35.0
19 Crimes Red Blend, South Eastern, Australia	8.0 | 10.5 | 28.0
Decoy by Duckhorn Red Blend, Sonoma County, CA	11.0 | 13.5 | 38.0
Columbia Crest, Grand Estates, Columbia Valley, WA	9.0 | 11.5 | 31.0
SANGRIA	
Pinot Grigio - Prosecco Sangria	10.5
Rosé - Fresh Berry Sangria	10.0

BEER, SELTZER & CIDER 50-200 CAL

REGIONAL BEERS
ask for what's available

ALWAYS AVAILABLE

Corona Extra, Heineken, Heineken 0.0, Samuel Adams Boston Lager, Stella Artois	7.0
Budweiser, Bud Light, Coors Light, Michelob Ultra, Miller Lite	6.0
Truly Hard Seltzer, Wild Berry	7.0
Angry Orchard Hard Cider	7.0



TUSHIE MONTGOMERY ARCHITECTS
7645 LYNDALE AVENUE SOUTH #300
MINNEAPOLIS, MINNESOTA 55423-1064
612 . 861 . 9636 FAX 612 . 861 . 8532
WWW . TMARCHITECTS . COM

COURTYARD

2502 CROSSROADS DRIVE
MADISON
WISCONSIN

Prepared For
MIDWEST LODGING PARTNERS III

Date	1/31/02
Drawn By	RD, DH, CF, CH, NA
Checked By	TL, GMT
Project Architect	DLP
Project Number	201004A

Revisions & Addendums

ADDENDUM #4 3/20/02

COURTYARD MADISON

FIRST FLOOR PLAN

A1.1R

Construction Documents
Kelly Hensley
Kelly Hensley (Signature)
(612) 861-9636
(612) 861-8532 (Fax)
09/13/02

January 2026 ALRC New License

Class A Licenses.csv

All items

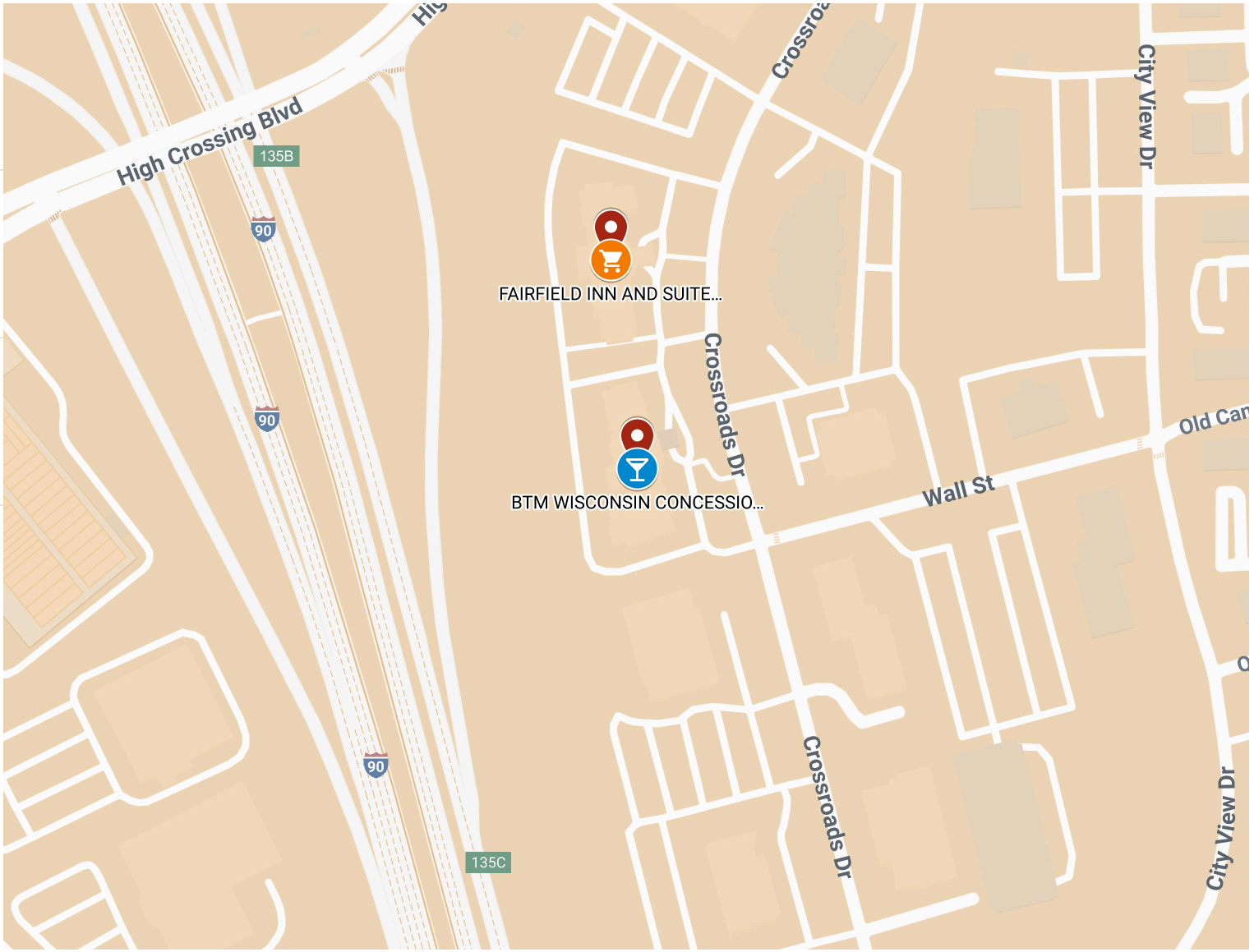
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91276

File ID:	91276	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	12/17/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Dhanadaya LLC • dba Fairfield Inn & Suites Madison East
2702 Crossroads Dr • Agent: Vasantlal Patel
Class A Beer, Class A Liquor
Police Sector 633 (District 17)

Notes:

CC Agenda Date: 01/13/2026

Agenda Number: 110.

Sponsors:

Effective Date:

Attachments: LICLIA-2025-01084 App.pdf, LICLIA-2025-01084 Supplemental.pdf, 2702 Crossroads Dr map.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	12/17/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (1/21/26), Common Council (2/10/26)

Text of Legislative File 91276

Title

Public Hearing - New License
Dhanadaya LLC • dba Fairfield Inn & Suites Madison East
2702 Crossroads Dr • Agent: Vasantlal Patel
Class A Beer, Class A Liquor
Police Sector 633 (District 17)

1035

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIA-2025-01084
(License number)

17 (Alder District #) 633 (Police Sector)

Office Use Only

Class A: ☒ Beer, ☒ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor, ☐ Class C Wine

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Dhanadaya LLC

2. Trade Name (doing business as) Fairfield Inn & Suites Madison East

3. Address to be licensed 2702 Crossroads Dr, Madison, WI 53718

4. Mailing address 2702 Crossroads Dr, Madison, WI 53718

5. Anticipated opening date 12/29/2025 with new ownership, currently open with existing owner

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   In the hotel lobby snack shop, further described as - 4 story - 130 rooms - 67095 sqft hotel.

   Alcohol is stored in a secure storage room on first floor, south end, near the GM office.

   Storage only accessible to management

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 400+ including guestrooms Outdoor: N/A

10. Describe existing parking and how parking lot is to be monitored.

    Parking is located along the exterior of the building. The parking lot is not monitored by security cameras.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☐ No ☒ Yes, license issued to BTM Wisconsin Concessions, LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Vasantlal Patel

13. City, state in which agent resides Plover, WI

14. How long has the agent continuously resided in the State of Wisconsin? 20 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☒ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin ; 9/17/2025

17. In the table below list the directors of your corporation or the members of your LLC.
    ☑ Attach background check forms for each director/member.

Title	Name	City and State of Residence
background docs attached 9 members		

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Vikash Patel - 4280 Sterling Drive, Plover, WI 54467

19. Is applicant a subsidiary of any other corporation or LLC?

    ☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☒ Other Hotel Gift Shop

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am - 2am	6am - 2am	6am - 2am	6am - 2am	6am - 2am	6am - 2am	6am - 2am
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Chips, candy and other snacks

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
1 % Alcohol 99 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☒ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

36. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ No ☐ Yes

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 26 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 2 0 3 8 3 8 - 0 4

39. Federal Employer Identification Number 39-5078850

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Vikash Patel

Business phone 715-326-1984 Business e-mail address vpatel@ssghotels.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☒ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☒ Appointment of Agent (if Corp/LLC), ☒ Member background investigation forms, ☒ Articles of Incorporation (if Corp/LLC), ☒ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☒ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

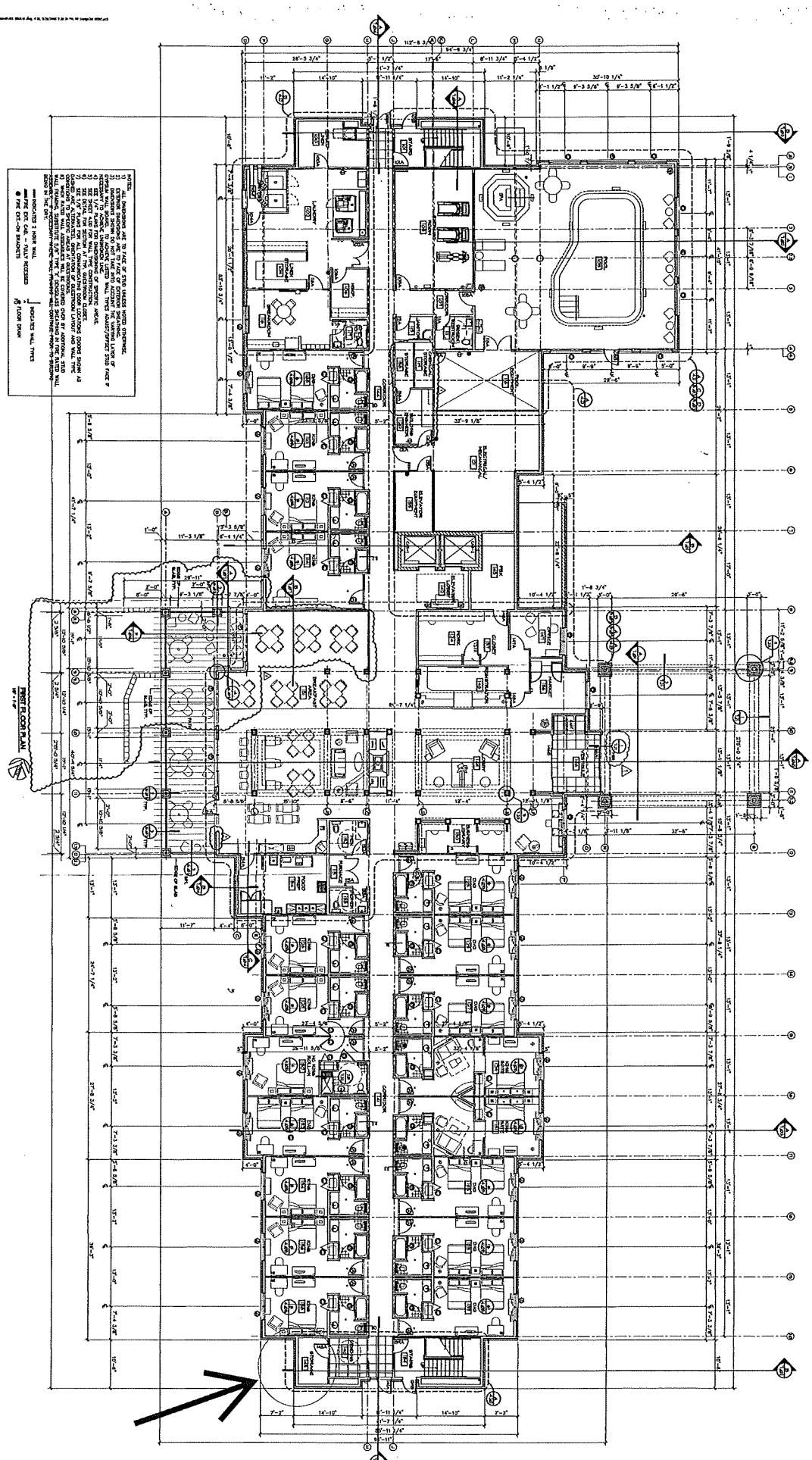
Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Vilash Patel
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

12/11/2025
(Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only
Upon Application Submission, the Clerk's Office issued to the application: ☐ Orange sign ☐ Orange business card ☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information		
Date complete application filed with Clerk's Office _____ Date of ALRC meeting _____ Date license granted by Common Council _____ Date provisional issued _____ Date license issued _____		



PROJECT:
FAIRFIELD INN & SUITES by Marriott
2702 CROSSROADS DRIVE MADISON, WISCONSIN 53718

CLIENT:
MADISON HIGH CROSSING LODGING INVESTORS II, LLC.
8333 GREENWAY BLVD., SUITE 2000 MIDDLETON, WISCONSIN 53562

CLAY BRINK & ASSOCIATES
ARCHITECTS
8401 GREENWAY BLVD., SUITE 201
MADISON, WI 53717
608-829-1250 (VOICE)
608-829-1256 (FAX)

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PROJECT: 0505640
CAD FILE: 505640-A1
DRAWN BY: DD
DATE: 08/29/06
ADD'S: 09/29/06
09/29/06

4.01

January 2026 ALRC New License

Class A Licenses.csv

All items

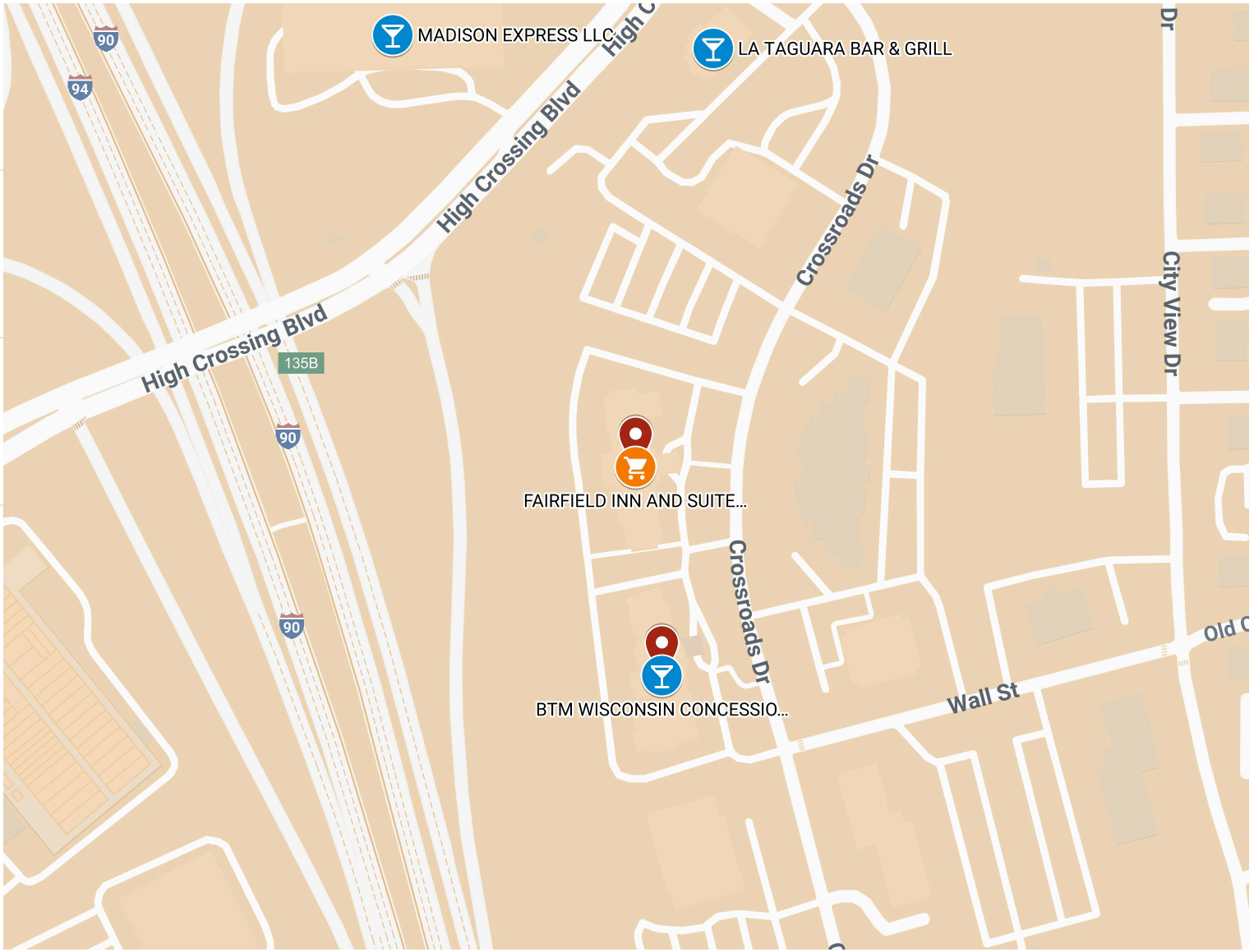
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91120

File ID:	91120	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/03/2025
File Name:	CLAIM: Claimant alleges criminal corruption and misconduct.			**Final Action:**	
Title:	J. Zloza - Criminal Corruption - $30,000,000.00				
Notes:	EVL007154				
				CC Agenda Date:	01/13/2026
				Agenda Number:	111.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91120

Title

J. Zloza - Criminal Corruption - $30,000,000.00

Body

Claim received 11/25/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91123

File ID:	91123	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/03/2025
File Name:	CLAIM: C. Lawinger - Property Damage - $2,488.01			**Final Action:**	
Title:	C. Lawinger - Property Damage - $2,488.01				
Notes:	EVL007155				
				CC Agenda Date:	01/13/2026
				Agenda Number:	112.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91123

Title

C. Lawinger - Property Damage - $2,488.01

Body

Claim received 11/25/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91126

File ID:	91126	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/03/2025
File Name:	CLAIM: E. Burtch - Vehicle Damage - $87.58			**Final Action:**	
Title:	E. Burtch - Vehicle Damage - $87.58				
Notes:	EVL007156				
				CC Agenda Date:	01/13/2026
				Agenda Number:	113.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91126

Title

E. Burtch - Vehicle Damage - $87.58

Body

Claim received 11/30/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91129

File ID:	91129	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/04/2025
File Name:	CLAIM: Adams Outdoor Advertising - Constitutional Violations - $7,000,000.00			**Final Action:**	
Title:	Adams Outdoor Advertising - Constitutional Violations - $7,000,000.00				
Notes:	EVL005603				
				CC Agenda Date:	01/13/2026
				Agenda Number:	114.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91129

Title

Adams Outdoor Advertising - Constitutional Violations - $7,000,000.00

Body

Claim received 11/26/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91185

File ID:	91185	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/10/2025
File Name:	CLAIM: Mt. Olive Lutheran Church - Property Damage - $6,250.00			**Final Action:**	
Title:	Mt. Olive Lutheran Church - Property Damage - $6,250.00				
Notes:	EVL007180				
				CC Agenda Date:	01/13/2026
				Agenda Number:	115.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91185

Title

Mt. Olive Lutheran Church - Property Damage - $6,250.00

Body

Claim received 12/8/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91186

File ID:	91186	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/10/2025
File Name:	CLAIM: W. Hinkson - Vehicle Damage - $15,000.00			**Final Action:**	
Title:	W. Hinkson - Vehicle Damage - $15,000.00				
Notes:	EVL007181				
				CC Agenda Date:	01/13/2026
				Agenda Number:	116.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91186

Title

W. Hinkson - Vehicle Damage - $15,000.00

Body

Claim received 12/8/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91196

File ID:	91196	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/10/2025
File Name:	CLAIM: G. Hughes - Vehicle Damage - $6,276.09			**Final Action:**	
Title:	G. Hughes - Vehicle Damage - $6,276.09				
Notes:	EVL007184				
				CC Agenda Date:	01/13/2026
				Agenda Number:	117.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91196

Title

G. Hughes - Vehicle Damage - $6,276.09

Body

Claim received 12/9/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91210

File ID:	91210	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/10/2025
File Name:	CLAIM: S. Glazer - Vehicle Damage - $500.00			**Final Action:**	
Title:	S. Glazer - Vehicle Damage - $500.00				
Notes:	EVL007185				
				CC Agenda Date:	01/13/2026
				Agenda Number:	118.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91210

Title

S. Glazer - Vehicle Damage - $500.00

Body

Claim received 12/10/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91267

File ID:	91267	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/17/2025
File Name:	CLAIM: H. Flanagan - Vehicle Damage - $500.00			**Final Action:**	
Title:	H. Flanagan - Vehicle Damage - $500.00				
Notes:	EVL007199				
				CC Agenda Date:	01/13/2026
				Agenda Number:	119.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91267

Title

H. Flanagan - Vehicle Damage - $500.00

Body

Claim received 12/10/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91279

File ID:	91279	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/18/2025
File Name:	CLAIM: City vehicle failed to yield to right of way and struck claimant's vehicle.			**Final Action:**	
Title:	WBMI - Vehicle Damage - Amount to be determined				
Notes:	EVL007204				
				CC Agenda Date:	01/13/2026
				Agenda Number:	120.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91279

Title

WBMI - Vehicle Damage - Amount to be determined

Body

Claim received 12/12/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91282

File ID:	91282	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/18/2025
File Name:	CLAIM: K. Thao - Property Damage - $484.11			**Final Action:**	
Title:	K. Thao - Property Damage - $484.11				
Notes:	EVL007205				
				CC Agenda Date:	01/13/2026
				Agenda Number:	121.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91282

Title

K. Thao - Property Damage - $484.11

Body

Claim received 12/15/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91286

File ID:	91286	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/18/2025
File Name:	CLAIM: C. Ruiz - Vehicle Damage - $4,030.69			**Final Action:**	
Title:	C. Ruiz - Vehicle Damage - $4,030.69				
Notes:	EVL007206				
				CC Agenda Date:	01/13/2026
				Agenda Number:	122.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91286

Title

C. Ruiz - Vehicle Damage - $4,030.69

Body

Claim received 12/16/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91292

File ID:	91292	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/18/2025
File Name:	CLAIM: J. Westphal - Property Damage - $4.00			**Final Action:**	
Title:	J. Westphal - Property Damage - $4.00				
Notes:	EVL007207				
				CC Agenda Date:	01/13/2026
				Agenda Number:	123.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91292

Title

J. Westphal - Property Damage - $4.00

Body

Claim received 12/17/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91300

File ID:	91300	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/18/2025
File Name:	CLAIM: B. O'Connor - Property Damage - $1,266.68			**Final Action:**	
Title:	B. O'Connor - Property Damage - $1,266.68				
Notes:	EVL007208				
				CC Agenda Date:	01/13/2026
				Agenda Number:	124.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91300

Title

B. O'Connor - Property Damage - $1,266.68

Body

Claim received 12/17/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91304

File ID:	91304	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/18/2025
File Name:	CLAIM: C. Caver - Vehicle Damage - $5,312.93			**Final Action:**	
Title:	C. Caver - Vehicle Damage - $5,312.93				
Notes:	EVL007210				
				CC Agenda Date:	01/13/2026
				Agenda Number:	125.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91304

Title

C. Caver - Vehicle Damage - $5,312.93

Body

Claim received 12/15/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91325

File ID:	91325	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/19/2025
File Name:	CLAIM: S. Lasco - Vehicle Damage - $385.78			**Final Action:**	
Title:	S. Lasco - Vehicle Damage - $385.78				
Notes:	EVL007214				
				CC Agenda Date:	01/13/2026
				Agenda Number:	126.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91325

Title

S. Lasco - Vehicle Damage - $385.78

Body

Claim received 12/18/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91355

File ID:	91355	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/30/2025
File Name:	CLAIM: D. Gipson-Richmond - Vehicle Damage - $186.04			**Final Action:**	
Title:	D. Gipson-Richmond - Vehicle Damage - $186.04				
Notes:	EVL007233				
				CC Agenda Date:	01/13/2026
				Agenda Number:	127.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91355

Title

D. Gipson-Richmond - Vehicle Damage - $186.04

Body

Claim received 12/19/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91358

File ID:	91358	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	12/30/2025
File Name:	CLAIM: S. Smith - Vehicle Damage - $2,966.57			**Final Action:**	
Title:	S. Smith - Vehicle Damage - $2,966.57				
Notes:	EVL007235				
				CC Agenda Date:	01/13/2026
				Agenda Number:	128.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91358

Title

S. Smith - Vehicle Damage - $2,966.57

Body

Claim received 12/23/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91410

File ID:	91410	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: S. Clacks - Vehicle Damage - $9,987.00			**Final Action:**	
Title:	S. Clacks - Vehicle Damage - $9,987.00				
Notes:	EVL007250				
				CC Agenda Date:	01/13/2026
				Agenda Number:	129.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91410

Title

S. Clacks - Vehicle Damage - $9,987.00

Body

Claim received 12/31/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91414

File ID:	91414	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: Progressive Universal Insurance Company - Vehicle Damage - $7,469.44			**Final Action:**	
Title:	Progressive Universal Insurance Company - Vehicle Damage - $7,469.44				
Notes:	EVL007253				
				CC Agenda Date:	01/13/2026
				Agenda Number:	130.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91414

Title

Progressive Universal Insurance Company - Vehicle Damage - $7,469.44

Body

Claim received 12/22/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91417

File ID:	91417	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: Attorney Daniel Golden for Wisconsin Medical Project - Displacement - $55,000.00			**Final Action:**	
Title:	Attorney Daniel Golden for Wisconsin Medical Project - Displacement - $55,000.00				
Notes:	EVL007254				
				CC Agenda Date:	01/13/2026
				Agenda Number:	131.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91417

Title

Attorney Daniel Golden for Wisconsin Medical Project - Displacement - $55,000.00

Body

Claim received 12/24/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91420

File ID:	91420	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: Attorney Andrew D. Weininger for Fuller - Loss of Property Value - $23,000.00			**Final Action:**	
Title:	Attorney Andrew D. Weininger for Fuller and Garrett - Loss of Property Value - $23,000.00				
Notes:					
				CC Agenda Date:	01/13/2026
				Agenda Number:	132.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91420

Title

Attorney Andrew D. Weininger for Fuller and Garrett - Loss of Property Value - $23,000.00

Body

Claim received 11/24/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91423

File ID:	91423	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: Attorney Andrew D. Weininger for M. Halsted - Loss of Property Value - $52,769.00			**Final Action:**	
Title:	Attorney Andrew D. Weininger for M. Halsted - Loss of Property Value - $52,769.00				
Notes:					
				CC Agenda Date:	01/13/2026
				Agenda Number:	133.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91423

Title

Attorney Andrew D. Weininger for M. Halsted - Loss of Property Value - $52,769.00

Body

Claim received 11/24/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91426

File ID:	91426	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: P. Mamuti - Vehicle Damage - Amount to be Determined			**Final Action:**	
Title:	P. Mamuti - Vehicle Damage - Amount to be Determined				
Notes:	TMI - METRO CLAIM				
				CC Agenda Date:	01/13/2026
				Agenda Number:	134.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91426

Title

P. Mamuti - Vehicle Damage - Amount to be Determined

Body

Claim received 12/29/2025.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91429

File ID:	91429	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	01/06/2026
File Name:	CLAIM: State Farm - Vehicle Damage - $59.37			**Final Action:**	
Title:	State Farm - Vehicle Damage - $59.37				
Notes:	TMI - METRO CLAIM				
				CC Agenda Date:	01/13/2026
				Agenda Number:	135.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 91429

Title

State Farm - Vehicle Damage - $59.37

Body

Claim received 1/5/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 91152

File ID:	91152	**File Type:**	Resolution	**Status:**	In Committee
Version:	1	**Reference:**		**Controlling Body:**	WATER UTILITY BOARD
				File Created Date :	12/05/2025
File Name:	Food Production on City-Owned Land			**Final Action:**	

Title: Documenting Policies for Food Production on City-Owned Land

Notes:

		CC Agenda Date:	12/09/2025
		Agenda Number:	136.
Sponsors:	Regina M. Vidaver, Tag Evers And Bill Tishler	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Ald. Regina Vidaver	**Hearing Date:**	
Entered by:	imatthias@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	12/10/2025	Khadidiatou Dia	Approve	12/29/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	12/05/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Madison Food Policy Council (1/21/26), Sustainable Madison Committee (1/26/26), Board of Public Works (1/28/26), Water Utility Board (1/28/26), Board of Park Commissioners (2/11/26), Common Council (2/24/26)						
1	COMMON COUNCIL	12/09/2025	Refer	MADISON FOOD POLICY COUNCIL			Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the MADISON FOOD POLICY COUNCIL. The motion passed by voice vote/other.						
	Notes: Additional referrals to Sustainable Madison Committee, Board of Public Works, Water Utility Board, and Board of Park Commissioners						
1	MADISON FOOD POLICY COUNCIL	12/09/2025	Referred	SUSTAINABLE MADISON COMMITTEE			
	Action Text: This Resolution was Referred to the SUSTAINABLE MADISON COMMITTEE						

1	MADISON FOOD POLICY COUNCIL	12/09/2025	Referred	BOARD OF PUBLIC WORKS
	Action Text: This Resolution was Referred to the BOARD OF PUBLIC WORKS			
1	MADISON FOOD POLICY COUNCIL	12/09/2025	Referred	WATER UTILITY BOARD
	Action Text: This Resolution was Referred to the WATER UTILITY BOARD			
1	MADISON FOOD POLICY COUNCIL	12/09/2025	Referred	BOARD OF PARK COMMISSIONERS
	Action Text: This Resolution was Referred to the BOARD OF PARK COMMISSIONERS			

Text of Legislative File 91152

Fiscal Note

Under this proposed resolution, policies for growing food on City-owned land will be documented and communicated to the public. No City appropriation is required to implement this resolution.

Title

Documenting Policies for Food Production on City-Owned Land

Body

WHEREAS, the City of Madison has demonstrated its commitment to support residents to grow food on City-owned land in many ways over the course of more than 50 years:

- Since 1971 the Parks Department has been working with community organizations to facilitate community gardening on city land and has developed programs for shared land use. Demand for growing plots has always outpaced supply.
- The Community Gardens Committee was established in 2003
- The Madison Food Policy Council was established in 2012
- The Common Council adopted policies on Edible Landscapes and Terrace Planting in 2013 to expand opportunities for residents to grow food in the City.
- 2018 Comp Plan and 2023 update
    - Neighborhoods & Housing: Strategy 8 - Ensure access to food that is affordable, nutritious, and culturally specific.
    - Economy & Opportunity: Strategy 7 - Support efforts for businesses and consumers to produce and buy local food, products, and services.
    - Green & Resilient: Strategy 9 - Support sustainable farming and gardening practices that protect the ecosystem and public health.
    - In the 2023 Update: adding community gardens and urban agriculture to the list of appropriate land uses in the Parks & Open Space category on page 25 and adding a definition of community gardens to the Glossary of Terms.
- In 2024 the Economic Development Division updated its Land Banking policy to state: “The City welcomes urban agriculture as a secondary use alongside the priorities noted above. Urban agriculture could take the form of community and market gardens, greenhouses and hoop houses, vertical farming, and similar urban agriculture initiatives”; and,

WHEREAS, the May 2023 final report of the Farmland Preservation Task Force recommended making city-owned farmland available on a more equitable basis to historically disenfranchised communities, and included recommendations to:

- Develop and implement a transparent process for growers to become aware of and access city-owned land;
- Provide publicly accessible evaluation of the land involved in each lease that takes into consideration location, future use, soils, slopes, and timing;
- Adopt the USEPA Raised Bed Method as a best practice for urban farming on City-owned land. Recommend this Best Practice Method for all growing in potentially contaminated urban soils; and,

WHEREAS, on November 10, 2025, the City of Madison posted a press release including a survey that seeks input from “entrepreneurs, market farmers, and organizations involved in community or market gardening and interested in expanding food access and assisting Madison families with food affordability needs…to gauge interest in utilizing city-owned land for market and community garden spaces”; and,

WHEREAS, existing policies for growing food on City-owned property are not sufficiently documented to provide clear guidance to city staff for making decisions about appropriate use for food production on additional parcels of land under consideration in the proposed new program; and,

WHEREAS, peer cities with strong urban agriculture programs have policies to create greatest possible access to land for food production, including:

- Boston, MA
- Richmond, VA
- Rochester, NY

NOW THEREFORE, BE IT RESOLVED that, with research and support from the Madison Food Policy Council, the City of Madison document policies that allow for food production on City-owned “brownfield” land, provided that potentially contaminated soil is physically isolated from the growth medium, including but not limited to methods such as raised beds or capping with clean soil.

BE IT FURTHER RESOLVED that policies for both brownfield and greenfield sites should be documented.

BE IT FURTHER RESOLVED that these policies be communicated to the public and potential growers in clear, direct language with specific guidelines that are easy to follow and implement.

BE IT FINALLY RESOLVED that these policies be documented so that staff and potential growers are prepared for the 2026 growing season.