



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

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

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March 20, 2013

Randy Bruce  
Knothe and Bruce Architects, LLC  
7601 University Avenue, Suite 201  
Middleton, Wisconsin 53562

RE: Approval of a request to rezone 6801 Littlemore Drive from Planned Development-General Development Plan (PD-GDP) to Planned Development-Specific Implementation Plan (PD-SIP) to allow construction of an apartment complex containing 61 dwelling units in 2 buildings (FMI Development, LLC).

Dear Mr. Bruce;

At its March 19, 2013 meeting, the Common Council **conditionally approved** your application to rezone property located at 6801 Littlemore Drive to PD-SIP subject to the following conditions of approval, which shall be satisfied prior to final approval and recording of the specific implementation plan and the issuance of permits for new construction:

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following nineteen (19) items:**

1. In accordance with 10.34 MGO, Street Numbers, submit a PDF of each floorplan to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) at Engineering-Mapping so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
2. The proposed 28-unit complex has a preliminary address of 248 East Hill Parkway. The proposed 33-unit complex has a preliminary address of 252 East Hill Parkway.
3. Modify the plans to show and label the existing platted 20-foot storm sewer, 17.5-foot sanitary sewer easement and 15-foot ped/bike easements that are contained within Lot 254 of the Second Addition to Reston Heights on the site plan sheet C1.0 and utility sheet C5.1.
4. The applicant shall provide details that demonstrate the entrance to the underground parking shall not flood during a 100-year storm event.
5. Discharge of stormwater across the bike path at the south line of the site shall not be allowed.
6. The applicant shall replace all sidewalk and curb and gutter abutting the property, which is damaged by the construction, or any sidewalk and curb and gutter that 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.

7. All work in the public right of way shall be performed by a City-licensed contractor.
8. All damage to the pavement on Littlemore Drive and East Hill Parkway adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.
9. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used.
10. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
11. Effective January 1, 2010, the Department of Commerce's authority to permit commercial sites, with over 1 acre of disturbance, for stormwater management and erosion control has been transferred to the Department of Natural Resources (WDNR). The WDNR does not have an authorized local program transferring this authority to the City of Madison. The City has been required by the WDNR to continue to review projects for compliance with NR-216 and NR-151 but a separate permit submittal is now required to the WDNR for this work as well. The City cannot issue its permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. As this site is greater than 1 acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the Wisconsin Department of Natural Resources, prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
12. This development includes multiple building permits within a single lot. The City Engineer and/or the Director of the Building Inspection Division may require individual control plans and measures for each building.
13. Prior to final approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to: reduce TSS off of the proposed development by 80% when compared with the existing site; provide infiltration in accordance with Chapter 37 of the Madison General Ordinances; provide substantial thermal control, and; complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 of the Madison General Ordinances.
14. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right of way. It may be necessary to provide information off the site to fully meet this requirement.
15. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division. (Lori Zenchenko) [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com). The digital copies shall be drawn to scale and represent final construction including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. All other levels (contours, elevations, etc) are not to be included with this file submittal. E-mail file transmissions are preferred. The digital CAD file shall be to scale and represent final construction. Any changes or additions to the location of the building, sidewalks,

parking/pavement during construction will require a new CAD file. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format. Please include the site address in this transmittal.

16. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management File including: SLAMM DAT files; RECARGA files; TR-55/HYDROCAD/etc., and; sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.
17. The applicant shall submit, prior to plan sign-off, digital PDF files to the City Engineering Division. The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
18. The applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit.
19. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have questions about the following four (4) items:**

20. Parking may need to be removed from the building frontage of Littlemore Drive if traffic problems arise from the development. The developer shall post a deposit prior to final sign off to cover these costs.
21. When the applicant submits final plans of one contiguous plan for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, showing all easements, all pavement markings, building placement, and stalls, signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the 2-foot overhang, and a scaled drawing at 1"=20'.
22. The developer shall post a deposit and reimburse the City for all costs associated with any modifications to traffic signals, street lighting, signing and pavement marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
23. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

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

24. All portions of the fire lanes for newly constructed public buildings and places of employment and open storage of combustible materials shall be within 500 feet of at least **two** fire hydrants. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.507 for additional information.

**Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:**

25. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following six (6) items:**

26. The expected need for bicycle parking is one space per dwelling unit, therefore a reduction in the number of bicycle parking spaces required is not recommended for approval. The bike parking stalls shall be in a safe and convenient location on an impervious surface to be shown on the final plans.

27. In regard to the provision of off-street loading berths, the applicant has provided a designated off-street loading area for this project. It appears loading needs will be managed through the existing parking lot access aisles, which appears to be in conflict with fire access plans.

28. Show the qualifying useable open space on the final plans.

29. Parking lot plans with greater than 20 stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.) Planting islands shall consist of at least 75% vegetative cover, including trees, shrubs, ground cover, and/or grass. Up to 25% of the island surface may be brick pavers, mulch or other non-vegetative cover. All plant materials in islands shall be protected from vehicles by concrete curbs.

30. Meet applicable State accessibility requirements, including but not limited to:

- a.) Provide a minimum of 2 accessible stalls striped per State requirements. These stalls shall be a van accessible stall 8' wide with an 8' striped out area adjacent to and on the passenger side. One each for the surface and underground parking areas.
- b.) Show signage at the head of the stalls. Accessible signs shall be a minimum of 60 inches between the bottom of the sign and the ground.
- c.) Show the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance as possible. Show ramps, curbs, or wheel stops where required.

31. Lighting is required and shall be in accordance with MGO Section 10.085. Provide a final lighting photometric plan, including cut sheets for fixtures, with the final plan submittal.

**Please contact Kay Rutledge of the Parks Division at (608) 266-4714 if you have any questions regarding the following item:**

32. The applicant shall verify with the Parks Division whether additional park impact fees will be due for this project prior to submitting plans for final staff approval and recording.

**Please contact my office at (608) 261-9632 if you have questions about the following five (5) items, including the two conditions added by the Plan Commission (#36 and 37):**

33. That the developer explore the use of entry-style doors for the first floor dwelling units instead of the sliding patio doors currently proposed.

34. That the zoning text be revised per Planning Division approval prior to recording and the issuance of building permits as follows:
  - a.) Revise the Permitted Uses section to state "Multi-family residences as shown on the approved plans";
  - b.) Revise the Family Definition to refer to the SR-V2 zoning district instead of the out of date R5 district;
  - c.) Revise the Signage section to state: "Signage for the building shall be limited to the maximum permitted in the SR-V2 zoning district, and as approved by the Urban Design Commission or its secretary, and the Zoning Administrator".
35. That a copy of the June 4, 2012 Stantec wetland delineation establishing the 15-foot setback be recorded with the specific implementation plan. The 15-foot setback shall be dimensioned on all of the plan sheets, with the other hatched area located parallel to and further from the wetland to be removed.
36. That the applicant work with staff from the Traffic Engineering Division, Fire Department and Planning Division on the design of the northerly fire access prior to final approval of the project and issuance of building permits.
37. That the project receive final approval from the Urban Design Commission prior to final approval of the project and issuance of building permits.

**The applicant is also required to satisfy the conditions of approval of the Urban Design Commission prior to the final staff approval of the project and the issuance of permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.**

Approval of the 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.

**After the planned unit development has been revised per the above conditions, please file ten (10) sets of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.**

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

If this plan is not recorded within one year of the date of approval by the Common Council, the approval shall be null and void. No construction or alteration of the property included in this application shall be permitted until a Specific Implementation Plan (SIP) has been approved and recorded.

Within thirty-six (36) months of Common Council approval of the general development plan, the basic right of use for the areas, when in conformity with the approved specific implementation plan, shall lapse and be null and void unless 1) the project, as approved, is commenced by the issuance of a

building permit, or 2) if an application for an extension is filed at least thirty (30) days prior to the expiration of the thirty-six (36) month period and the Plan Commission, after a public hearing pursuant to Sec. 28.181(5), determines that no changes in the surrounding area or neighborhood since approval of the general development plan render the project incompatible with current conditions and grants an extension of up to twenty-four (24) months in which to obtain a building permit. In no case shall an extension allow a building permit to be issued more than sixty (60) months after approval of the general development plan by the Common Council. If a new building permit is required pursuant to sec. 29.06(4), Madison General Ordinances, a new petition and approval process shall be required to obtain general development plan approval and specific implementation plan approval.

If you have any questions regarding recording this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

- cc: Janet Dailey, City Engineering Division
- Eric Halvorson, Traffic Engineering Division
- Pat Anderson, Assistant Zoning Administrator
- Bill Sullivan, Madison Fire Department
- Kay Rutledge, Parks Division
- Dennis Cawley, Madison Water Utility
- Pat Anderson, Asst. Zoning Administrator

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