



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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

March 7, 2006

Casey Louther
Louther & Associates Design
7014 Wildberry Drive
Madison, WI 53719

SUBJECT: 2801 University Avenue

Dear Mr. Louther:

The Plan Commission, at its March 6, 2006 meeting, determined that the ordinance standards could be met subject to the conditions below for the demolition and replacement of the gas station building located at 2801 University Avenue.

In order to receive final approval of your proposal, the following conditions must be met:

Please contact John Leach, City Traffic Engineering, at 266-4761 if you have questions regarding the following ten items:

1. The applicant shall show and dimension the gas pumps on the plans as to comply with the following: Gasoline pumps or similar facilities served by such driveways and approaches shall be a minimum of 15-feet from the right-of-way line of the street.
2. The semi-trailer and other delivery trucks to the convenience store/gas station require a loading/unloading area. Driving aisles must be wide enough to allow comfortable parking and vehicle maneuvers, and to permit safe and unobstructed movements of both vehicular and pedestrian traffic. The aisle width should be sufficient to handle semi-trailers and delivery trucks, movements and internal circulation for the site. A major requirement on this type of land use shall first accommodate the semi-trailer route through the site in a forward manner. All new convenience store/gas station sites reviewed by the Plan Commission in the past several years accommodated the semi-trailer's ingress/egress in a forward movement to the public streets. The applicant shall modify and demonstrate a semi-trailer through the site on plan sheets.
3. The applicant shall relocate the public sidewalk along University Avenue 3-4 feet from its existing location to create a 6-7 foot wide tree/grass terrace.
4. When the applicant submits final plans 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, one contiguous plan (showing all easements, all pavement markings, building placement and stalls), adjacent driveway approaches to lots on either side and across the street, signage, percent

of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.

5. The applicant shall not improve the right-of-way installing a street light pole in the right-of-way as proposed on lighting plan unless encroachment is approved by City of Madison Real Estate Division prior to plans being submitted for approval. Contact City Real Estate if you have questions.
6. The applicant shall prevent encroachment onto public sidewalk by barriers of some type, which shall be noted on the face of the revised plans. The applicant shall note a six (6) inch curb to be installed across the opening of the driveway approach to be removed.
7. "No Left Turns" sign shall be installed at a height of seven (7) feet at the University Avenue approach. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
8. The intersection shall be so designed so as not to violate the City's sight-triangle preservation requirement which states that on a corner lot no structure, screening or embankment of any kind shall be erected, placed, maintained or grown between the heights of 30 inches and 10-feet above the curb level or its equivalent within the triangle space formed by the two intersecting street lines or their projections and a line joining points on such street lines located a minimum of 25-feet from the street intersection in order to provide adequate vehicular vision clearance.
9. The developer shall post a deposit or reimburse the City for all costs associated with any modifications to Street Lighting, Signing and Pavement Marking including labor and materials for both temporary and permanent installations.
10. 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 Larry Nelson, City Engineering, at 266-4751 if you have questions regarding the following ten items:

11. The applicant shall apply for a sanitary sewer plugging permit if existing lateral service is not to be reused.
12. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
13. 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 which the City Engineer determines to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
14. All work in the public right-of-way shall be performed by a City licensed contractor.
15. 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.
16. 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.

17. The City of Madison is an approved agent of the Department of Commerce. This proposal contains a commercial building and as such, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required.
18. Prior to recording, this plat shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to:
 - a. Control 40% TSS (20 micron particle).
 - b. Provide oil and grease control from the first ½” of runoff from parking areas.
19. The applicant shall submit, prior to plan sign-off, digital CAD files to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital copies shall be to scale and represent final construction.

CAD submittals can be either AutoCAD (dwg), MicroStation(dgn) or Universal (dxf) formats and contain the following data, each on a separate layer name/level number:

- a. Building Footprints
- b. Internal Walkway Areas
- c. Internal Site Parking Areas
- d. Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e. Right-of-Way lines (public and private)
- f. Lot lines
- g. Lot numbers
- h. Lot/Plat dimensions
- i. Street names

Note: Email file transmissions preferred: lzenchenko@cityofmadison.com. Include the site address in this transmittal.

20. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, and shall have a scale bar on the plan set.

PDF submittals shall contain the following information:

- a. Building Footprints
- b. Internal walkway areas
- c. Internal site parking areas
- d. Lot lines and right-of-way lines.
- e. Street names
- f. Stormwater management facilities.
- g. Detail drawings associated with Stormwater Management Facilities (including if applicable, planting plans).

21. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including:
 - a. SLAMM DAT files.
 - b. RECARGA files.
 - c. TR-55/HYDROCAD/Etc.
 - d. Sediment loading calculations.

If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided.

22. 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.
23. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
24. All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc. shall be shown on the plan.
25. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size and alignment of the proposed service.

Please contact Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following three items:

26. The final plan shall be to scale. As proposed, it does not scale 1" = 10'.
27. Provide 3 bike-parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: Bike stalls shall be a minimum dimension of 6' x 2' with a 5' access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
28. Exterior lighting must comply with City of Madison outdoor lighting standards. (See parking lot packet.) Lighting will be limited to .10 watts per square foot.

Please contact Bill Roberts of the Planning Unit staff at 266-4635 if you have questions regarding the following two items:

29. Additional details about the proposed wood fence along the property line shall be shown on the final plans for staff approval.
30. The final landscape plan shall be reviewed and approved by staff.

Please contact Al Martin, staff to the Urban Design Commission, at 266-4635 if you have questions regarding the following four items:

31. Please provide a revised site lighting and photometric plan that resolves previous issues with hot spots. Footcandle levels should be less than 20.
32. Please address concerns relevant to window fenestration, patterning and articulation, as well as lack of color and architecture with the proposed structure.
33. Please look at window treatment, canopy and upper façade treatment, integration of canopy structure and columns with building, as well as looking at different color palettes, in addition to building height and architecture.
34. Urban Design Commission final approval will be required.

Please contact Scott Strassburg, Madison Fire Department, at 266-4484 if you have questions regarding the following two items:

35. Provide an additional fire hydrant on the site plans; see MGO 34.20 for additional information. A minimum of 2 shall be shown.
36. All portions of the exterior walls of 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 34.20 for additional information.

Approval of this proposal 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. The trees shown in the street rights-of-way shall not be shown on the sign-off plan or construction plans unless they have previously been approved by the City Forester. If these are existing trees or species and locations that have been approved by the Forester, they shall be so labeled on plans.

Please follow the procedures listed below to receive your conditional use approval.

1. Please revise plans per the above conditions and submit twelve (12) sets of the final site plans (including drainage and landscaping plans) to the Zoning Administrator. The final plans are reviewed and approved by Traffic Engineering, Fire Department, City Engineering, Water Utility, Planning and Zoning. Any of these agencies may call you to request additional information or to resolve problems.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting cover sheet approval.
3. No alteration of this proposal shall be permitted unless approved by the City Plan Commission provided, however, the Zoning Administrator may issue permits for minor alterations. This approval shall become null and void one year after the date of Plan Commission approval unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the date of issuance of the building permit. See Section

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28.12(11)(h)(3), Madison General Ordinances. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

IF YOU HAVE ANY QUESTIONS REGARDING OBTAINING YOUR BUILDING PERMIT OR OCCUPANCY PERMIT, PLEASE CALL KATHY VOECK OF THE CITY ZONING STAFF AT 266-4551.

Sincerely,

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

Bill Roberts
Planning & Development

Applicant

cc: Zoning Administrator
City Engineering
Traffic Engineering

Zoning City Engineering Traffic Engineering Planning UDC (AI) Water Utility
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