



Department of Planning & Community & Economic Development

## Planning Division

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October 16, 2018

Dan Morgan  
BWBR Architects, Inc.  
1241 John Q Hammons Drive  
Madison, WI 53717

RE: Legistar #52759; Accela ID: 'LNDUSE-2018-00094' -- Approval of a conditional use to allow a construct a 20,000 square-foot addition on a property zoned CI (Campus Institutional) at 8001 Raymond Road.

Dear Mr. Morgan:

At its October 15, 2018 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request to construct a 20,000 square-foot addition on a property zoned CI (Campus Institutional) at **8001 Raymond Road**, subject to the conditions below. In order to receive final approval of the conditional use, and for any permits to be issued for your project, the following conditions shall be met:

**Please contact Tim Troester of the Engineering Division at (608) 231-9127 if you have any questions regarding the following fifteen (15) items:**

1. Sewer Plan shows 8" diameter private sewer connecting into a 4" diameter sewer. Applicant shall confirm the size of private sewer main being connected into prior to approval. If it is a 4" diameter private sewer main, applicant shall confirm that there is adequate capacity.
2. This development is subject to the requirements of the Upper Badger Mill Creek Stormwater impact fee district.
3. It is Engineering's understanding that the existing Public Road Easement For Road Purposes per CSM No 12283, is proposed to be released and a new easement granted. Since the alignment for the new easement is not yet determined the location may impact stormwater management or site plan improvements. Engineering will provide addition comments as required on the final plan review based on the final approved location of the new road easement.
4. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior

to requesting City Engineering signoff. (MGO16.23(9)(d)(4))

5. 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. (POLICY)
6. The Applicant shall submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division with any private storm and sanitary sewer utilities. The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number: a) Building Footprints b) Internal Walkway Areas c) Internal Site Parking Areas d) Other 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) Private on-site sanitary sewer utilities (including all connections to public sanitary) k) Private on-site storm sewer utilities (including all connections to public storm) All other levels (contours, elevations, etc) are not to be included with this file submittal. NOTE: Email CAD file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.
7. The applicant shall submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). The digital copies shall be to scale, and shall have a scale bar on the plan set. (POLICY and MGO 37.09(2)) PDF submittals shall contain the following information: a) Building Footprints b) Internal Walkway Areas c) Internal Site Parking Areas d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.) e) Right-of-Way lines (public and private) f) Lot lines or parcel lines if unplatted g) Lot numbers or the words unplatted h) Lot/Plat dimensions i) Street names j) Stormwater Management Facilities k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
8. Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14 size paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Tim Troester (west) at ttroester@cityofmadison.com, or Daniel Olivares at DAOlivares@cityofmadison.com final document and fee should be submitted to City.
9. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General

Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

10. 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> (NOTIFICATION)
11. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to detain the 2, 10, & 100 -year storm events, matching post development rates to predevelopment rates.
12. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls.
13. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to provide infiltration in accordance with Chapter 37 of the Madison General Ordinances.
14. 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.
15. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this site shall provide substantial thermal control.

**Please contact Jeff Quamme of the Engineering Division – Mapping Section at (608) 266-4097 if you have any questions regarding the following eight (8) items:**

16. Existing and proposed private improvements are bisected by the existing Public Easement For Road Purposes per CSM No 12283, Doc No. 4366425. The proposed parking lot expansion and new improvements associated with this project shall be moved outside of the existing public street easement area.
17. The 20' Wide Water Main Easement per Doc No.'s 3882924 & 4292845 shall be amended to encompass the new proposed facilities and requirements of the Madison Water Utility. Coordinate the easement amendment with the Madison Water Utility and Jeff Quamme of Engineering Mapping ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com) or 608- 266-4097).

18. An Easement will be required for the existing private 8" sanitary sewer without an easement that crosses the City of Madison property to the north of this lot. Provide a map exhibit, legal description and fees to Jeff Quamme of Mapping so a City of Madison Real Estate project can be set up to grant the easement.
19. The site plans shall show and label the existing PLE for Street and Utilities. Any proposed landscaping or new improvements within the easement area shall be removed.
20. If the connection to Raymond Road is discontinued, the addressing for the building would be required to be changed. All requests for address changes should be coordinated with Lori Zenchenko of Engineering Mapping. ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)).
21. The Easement per Doc No 4366425 at the intersection of Wellness and Meriter way shall be revised to provide 25' radii at the corners. Also an adjustment to a 200' radius centerline for the southern leg of Meriter Way is needed to better fit the road as improved by the Wisconsin DOT. Also, any realignment approved by City Engineering or Traffic engineering shall be part of the amendment.
22. Upon final determination of alignments, provide the map exhibit and legal description and coordinate with Jeff Quamme to set up the City of Madison Real Estate Project.
23. A resolution by the City of Madison will be necessary to officially name the Public Street Easement areas that were not established on the original CSM.

**Please contact Eric Halvorson of the Traffic Engineering Division at (608) 255-6527 if you have any questions regarding the following twelve (12) items:**

24. The applicant shall construct an entrance connecting the proposed addition to the newly constructed Meriter Way and Wellness Way public right-of-way. The final location will be the determination of Traffic Engineering. This may result in the need for additional right-of-way construction as determined by City Engineering.
25. The applicant shall work with Traffic Engineering and City Engineering to determine if there is an agreeable realignment for the existing public easement for the continuation of the Wellness Way public right-of-way. This will be determined agreeable if the new alignment meets constructability and safety considerations. If an agreement cannot be reached, the easement will remain in its current configuration and no new or newly altered encumbrances shall be approved.
26. 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; vision triangles; 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.

27. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
28. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
29. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
30. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
31. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
32. "Stop" signs shall be installed at a height of seven (7) feet at all class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
33. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
34. All sidewalks adjacent parking stalls shall be 7' to accommodate vehicle overhang.
35. Applicant shall submit for review a Commercial Delivery Plan. This plan will include times, vehicle size, use of loading zones and all related turning movements.

**Please contact Jacob Moskowitz, the Assistant zoning Administrator at (608) 266-4560 if you have any questions regarding the following three (3) items:**

36. Bicycle parking for the project shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of 20 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.
37. Submit a detail of the trash enclosure. The trash enclosure 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.
38. 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.

**Please contact Tim Sobota of Metro Transit at (608) 261-4289 if you have any questions regarding the following nine (9) items:**

39. The proposed development site is outside Metro Transit's current service area for both fixed route and complimentary paratransit trips. Due to the limited street connectivity in the area, neighborhood opposition to future possible road connections, and the site location being on the outer boundary of the urbanized area, Metro Transit does not believe that the City of Madison would be able to develop a way to efficiently fund public transportation services to the site of this conditional use application at the present time, or under future conditions.
40. Due to the nature of medical facilities and hospitals generating a higher than average transit service demand on the City, particularly from residents who may have restricted mobility or other eligibility for complimentary paratransit services, Metro Transit has specific comments towards this proposed application meeting the conditional use standards.
41. Metro Transit had identified similar concerns regarding the unavailability of City transportation services at this site with the 2007 rezoning application for the Meriter Physician Clinic (originally addressed at 8001 Raymond Road parcel, now mapped to 3102 Meriter Way). Subsequent to the approval and opening of this clinic, Metro Transit has received and the City of Madison has been unable to fund expansion of public transportation service requests from employees, patients and visitors at this location.
42. The applicant shall provide an accessible pedestrian connection between their property's vehicular access to a collector or higher classification and nearest the public building entrance to the hospital.
43. The applicant shall identify where accessible bus stop zones could be constructed along both sides of an existing - or planned - collector or higher classification street, if the City of Madison were to fund a future extension of Metro Transit fixed route transportation service towards the site.
44. The applicant shall draft and implement an accessible transportation plan that will be made available to employees, patients and visitors otherwise dependent upon City public transportation services (fixed route or paratransit). This transportation management plan shall address how the applicant will compensate for any public transportation needs at this site, so long as the public transportation service area funded by the City of Madison and operated by Metro Transit continues to exclude this site.
45. The applicant shall include the location and description of these transportation elements on the final documents filed with their permit application so that Metro Transit may review these elements.
46. The proposed hospital expansion site would be at least 1.25 miles walking distance from the nearest fixed route bus stop providing all day transit service. An existing public pedestrian network (including Ice Age Trail) would appear to connect between this existing fixed route bus stop and the edge of the property.
47. Metro Transit's service area (and paratransit eligibility boundaries) are generally defined as

properties within 3/4 of a mile of a fixed route transit line, that has regularly scheduled trips throughout the service day. The existing fixed route transit network would need to extend roughly 1/2 mile closer to the site, in order to establish a fixed route bus stop that would fall within this 3/4 of a mile access requirement. The potential collector or high classification streets within 3/4 of a mile of the property would include South High Point Road or South Pleasant View Road, north of McKee Road; or McKee Road (between S High Point and S Pleasant View).

**Please contact Adam Wiederhoeft of the Water Utility at (608) 266-9121 if you have any questions regarding the following two (2) items:**

48. The reconfiguration of water supply mains and laterals serving this property will require amendment to existing water main easements to encompass the proposed public mains. The subsequent reconfiguration of the public easement for road purposes may negate the need to encompass all proposed water supply facilities within public water main easements. Coordinate water supply piping design and easement needs with Madison Water Utility and City of Madison Engineering Division - Mapping Section - see Mapping Section comments for additional information. Water Utility Contact: Adam Wiederhoeft, [awiederhoeft@madisonwater.org](mailto:awiederhoeft@madisonwater.org), 608-266- 9121.
49. Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

**Please contact my office at (608) 243-0554 if you have any questions regarding the following three (3) items:**

50. The applicant shall provide a southerly access point into the hospital from the Meriter Way or Wellness Way public right-of-way. The proposed driveway shall be approved by Planning, Engineering, and Traffic Engineering Divisions. This may require the project to be readdressed with a Wellness Way or Meriter Way Address. The applicant shall work with Engineering Mapping and the Fire Department on this request.
51. The applicant shall adjust the 66 foot wide easement dedicated by CSM No 12283, for a future Stratton Way Street connection so it meets the necessary conditions from the Engineering and Traffic Engineering Divisions. The adjusted easement shall be approved by the Planning, Engineering, and Traffic Engineering Divisions prior to final sign-off and issuance of permits.
52. That the applicant provide temporary construction easements to the City at no cost when the roadway is built.

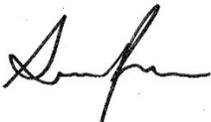
**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**Please now follow the procedures listed below for obtaining your conditional use:**

1. Please revise your plans per the above conditions and submit **ten (10) copies** of a complete, fully dimensioned and scaled plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off. The final site plan shall be accompanied by 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, 215 Martin Luther King Jr. Boulevard. **This submittal shall all also include one complete digital plan set in PDF format.** 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.
2. This property is not in a wellhead protection district. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.
3. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.
4. The approval is valid for one (1) year from the date of the Plan Commission approval. During this time, the applicant must either lawfully commence the use or obtain a building permit and begin erecting the building. If the applicant obtains a valid building permit, construction must commence within six (6) months of the date of issuance. The building permit shall not be renewed unless construction has commenced as is being diligently prosecuted.
5. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. The Zoning Administrator may issue permits for minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the City Plan Commission and the conditional use approval standards.
6. The Plan Commission retains continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses.

If you have any questions regarding obtaining your conditional use or building permits, please contact the Zoning Administrator at (608) 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at (608) 243-0554.

Sincerely,



Sydney Prusak  
Planner

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

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Property Owner (if not the applicant)*

cc: Jacob Moskowitz, Zoning  
Tim Sobota, Metro Transit  
Eric Halvorson, Traffic Engineering  
Bill Sullivan, Fire Department  
Tim Troester, Engineering  
Jeff Quamme, Engineering Mapping  
Adam Wiederhoeft, Water Utility  
Bryan Johnson, Streets Division

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