



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, AICP, Director

126 S. Hamilton Street
P.O. Box 2985
Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

July 12, 2022

Steve Shulfer
Sketchworks Architecture, LLC
2501 Parmenter Street, Suite 100B
Middleton, Wisconsin 53562

RE: Consideration of an alteration to an approved Planned Development–Specific Implementation Plan to convert a portion of the second floor of an existing two-story mixed-use building at 610 Junction Road into 17 apartments. [LNDUSE-2022-00048; ID 71881]

Dear Steve;

At its July 11, 2022 meeting, the Plan Commission **conditionally approved** your request for an alteration to an approved Specific Implementation Plan approval to convert a portion of the second floor of an existing two-story mixed-use building at 610 Junction Road into 17 apartments subject to the following conditions, which shall be satisfied prior to final approval and recording of the alteration and the issuance of building or occupancy permits for the project:

Please contact Jeff Quamme of the City Engineering Division–Mapping Section at (608) 266-4097 if you have any questions regarding the following two (2) items:

1. The addresses shown for the first floor do not match the approved addressing plan. The addresses on the second floor are not valid for addressing. They do not conform to current City standards. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a unit matrix for apartment buildings. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the Verification submittal stage of this LNDUSE with Zoning. The final approved stamped Addressing Plan shall be included in said application. Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reaproved.
2. Revise the plans to show the entry door into the Glo Salon.

Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-4097 if you have any questions regarding the following item:

3. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign 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.

Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following item:

4. The fire sprinkler system, including inside the proposed dwelling units shall comply with NFPA 13.

Please contact Jacob Moskowitz, Assistant Zoning Administrator, at (608) 266-4450 if you have any questions regarding the following two (2) items:

5. Work with Planning and Zoning staff to submit a revised PD zoning text reflecting the addition of residential use.
6. Provide a detail of the proposed bike rack including any structured or wall mount bike racks.

Please contact Ann Freiwald of the Parks Division at (608) 243-2848 if you have any questions regarding the following item:

7. 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 West Park-Infrastructure Impact Fee district. Please reference ID# 22021 when contacting Parks Division staff about this project.

Please contact my office at (608) 261-9632 if you have any questions regarding the following two (2) items:

8. Sheet AS100 shall be revised to provide a data table for the overall project, which includes the lot area for the site; the number of stories and gross square-footages of each building; the floor area devoted to commercial use in each building; the number of dwelling units per building; usable open space for the development; and the amount of structured and surface automobile and bicycle parking for each building and the site.
9. Note: Approval of any exterior alterations related to the proposed conversion shall be approved by the Secretary of the Urban Design Commission prior to issuance of building permits.

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

The applicant shall resubmit a PDF copy of the plan set and any other supporting materials that are necessary, as specified in this letter to sprapplications@cityofmadison.com. (Note: A 20MB email limit applies and multiple transmittals may be required.). A check for the **site plan review fee** shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.

City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.

This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]

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 you have any questions regarding recording this plan or obtaining permits, please call Katie Bannon, Zoning Administrator, at (608) 266-4551. If I may be of any further assistance, please do not hesitate to contact me at (608) 261-9632.

Sincerely,

Timothy M Parks

Timothy M. Parks
 Planner

cc: Tim Troester, City Engineering Division
 Jeff Quamme, City Engineering Division
 Sean Malloy, Traffic Engineering Division
 Jacob Moskowitz, Asst. Zoning Administrator
 Ann Freiwald, Parks Division
 Jessica Vaughn, Urban Design Commission
 Bill Sullivan, Madison Fire Department

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

Signature of Applicant

*Signature of Property Owner
 (If Not Applicant)*

Accela ID: LNDUSE-2022-00048			
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 type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering (EP)	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other:
<input type="checkbox"/>	Water Utility (EP)	<input type="checkbox"/>	Other: