



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

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May 16, 2016

Joe Lee
JLA Architects
2418 Crossroads Drive
Madison, WI 53718

RE: **4525 Secret Garden Drive:** Approval of a rezoning from SR-V2 (Suburban Residential-Varied 2 District) to TR-P (Traditional Residential-Planned District) and a conditional use to establish a residential building complex

Dear Mr. Lee:

At its May 3, 2016 meeting, the Common Council, meeting in regular session, approved your client's request for a zoning map amendment for 4525 Secret Garden Drive, rezoning the property from SR-V2 (Suburban Residential- Varied 2 District) to TR-P (Traditional Residential-Planned District). At their April 18, 2016 meeting, the Plan Commission, meeting in regular session approved your client's conditional use request to establish a 113-unit residential building complex. In order to receive final approval the following conditions must be met:

Please contact Brenda Stanley of the City Engineering Division at 266-4537 if you have questions regarding the following sixteen (16) items:

1. Applicant needs to confirm whether sewer and water in site to be publicly owned/maintained. If they are, developer will be required to dedicate easements for the sewer and water and also enter into a City- Developer agreement for the proposed public utility improvements.
2. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.
3. 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 troester@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).

4. 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. (POLICY and MGO 37.09(2))
5. This project appears to require construction dewatering. A dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit.
6. 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 Jeff Benedict at jbenedict@cityofmadison.com final document and fee should be submitted to City Engineering.
7. 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)
8. 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.
9. 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.
10. 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.
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 provide infiltration in accordance with Chapter 37 of the Madison General Ordinances.

12. 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.
13. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. MGO 37.05(7) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
14. The applicant 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. (POLICY)
15. All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5) and MGO 23.01)
16. All damage to the pavement on Catalina Pkwy & Secret Garden Dr., adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link:
<http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY)

Please contact Jeff Quamme, Engineering Division - Mapping at 266-6527 if you have questions regarding the following six (6) items:

17. The site plan is showing grade changes along with parking and driveway improvements and landscaping (including trees) within the transmission line easement per Document No 401598. Additionally, there is shown a proposed storm sewer pipe in close proximity to a transmission line tower along the north line. The easement provides the utility the right to erect and maintain the electric facilities within the easement. Applicant shall contact ATC to confirm the grade changes and improvements as proposed will not impede ATC's rights of maintenance of their facilities within the easement. Proof of consent will be required for building permit issuance. If the proposed improvements are not acceptable to ATC, the Applicant shall redesign the site as necessary.
18. Per Document No. 3741444 applicant is required to obtain written consent from ANR Pipeline Company before making any improvement or grade change within the gas pipeline easement along the southwest site of this development. Proof of consent will be required prior to sign off of the zoning plans. If the proposed improvements are not acceptable to ANR, the Applicant shall redesign the site as necessary.
19. Submit a PDF of all floor plans for each separate building to Lori Zenchenko (Lzenchenko@cityofmadison.com); so that a preliminary building and preliminary interior addressing plan can be developed prior to plans being submitted for permit review. 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.
20. The site address for the parcel of land is 4501 Catalina Pkwy. The potential address of 4525 Secret Garden Dr has been deleted as the site plan shows that no building has access to Secret Garden Dr.

21. The private drives will need to be named. Submit a minimum of 2 street name suggestions to Lori Zenchenko (Lzenchenko@cityofmadison.com).
22. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

Please contact Eric Halvorson, Traffic Engineering Division at 266-6527 if you have questions regarding the following eight (8) items:

23. Traffic Engineering will no longer be accepting paper plans; to ensure a timely review all submittals will include an electronic copy (.pdf preferred).
24. Work with Traffic Engineering to provide a consistent terrace or standard streetscape to improve pedestrian access throughout the site. This become particularly important at the intersection(s) where the current design will require a mix of type one and type two pedestrian ramps creates challenging movements and requires unique treatments which are not desirable.
25. 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.
26. 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.
27. 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.
28. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
29. 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.
30. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.

Please contact Bill Sullivan, Madison Fire Department at 261-9658 if you have questions regarding the following five (5) items:

31. Private fire service mains serving fire hydrants shall be the same size as the public mains supplying the private mains unless hydraulically calculated to provide the minimum required flow and pressure. In all cases, mains serving fire hydrants do not need to exceed 10-inches but shall be at least 6-inches. See MGO 34.507 for additional information.
32. 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. Sheet C105 shows measurements to the structures in lieu of the fire lanes.
33. Provide a fire lane that extends to within 150-feet of all exterior portions of the structure, or it can be extended to within 250-feet if the building has a fire sprinkler system.
34. Fire hydrants shall be located along a fire lane for access.
35. Mains serving more than (1) fire hydrant shall be a minimum of 8-inches.

Please contact Jenny Kirchgatter, Assistant Zoning Administrator at 266-4429 if you have questions regarding the following nine (9) items:

36. Submit a phasing plan for the implementation of the master planned development.
37. Provide plan details and calculations with the final plans for lot coverage and useable open space.
38. Provide the required long-term and short-term bicycle parking per Sections 28.141(4) Table 28I-3 and 28.141(11). A minimum of five (5) short-term guest stalls are required for the multi-family dwellings. Submit a detail of the proposed bike racks, including wall mounted bike racks.
39. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the required accessible stalls, including van accessible stalls.
40. Provide details for the playground area.
41. All developments, except single family and two family developments, shall provide a refuse disposal area. Such area 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.
42. Submit a floor plan and elevations with materials and colors identified for the proposed maintenance garage.
43. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets, with the final plan submittal.

44. 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 Janet Schmidt, Parks Division at 261-9688 if you have questions regarding the following item:

45. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff of the rezoning request. This development is within the Yahara impact fee district. Please reference ID# 07102.1 when contacting Parks about this project.

Please contact Tim Sobota, Metro Transit at 261-4289 if you have questions regarding the following item:

46. The proposed development is outside Metro Transit's weekday paratransit service area. The closest bus stop with scheduled bus service is just over one mile walking distance, and the units would be greater than the $\frac{3}{4}$ mile regulatory distance from all day service on weekdays for passengers who might be eligible for door-to-door paratransit service.

Please contact my office at 267-1150 if you have questions regarding the following ten (10) items:

47. That the applicant receives final approval of the Urban Design Commission before submitting for final staff sign-off.
48. That the applicant revises plans to reduce the grade difference and/or provide a more gradual grade transition between the first floor (above garage) of buildings F-1, F-2, F-3, and D-2 and Catalina Parkway. The applicant shall consult with the utility and identify any allowable grading modifications related to the gas pipeline and easement and the revised plans shall be consistent with this information. Final details shall be approved by the Urban Design Commission and by staff.
49. That the applicant revises plans to improve the relationship between townhouse buildings and internal streets. This may be achieved through one (or combination) of the following methods or other approaches with final details to be approved by the Urban Design Commission and staff. Suggested alterations to explore include reconfiguration/terracing of stairs to reduce mass, additional landscaping, and possible lowering of townhouse buildings. The applicant shall also consider the shifting or realignment of the private drive between buildings E-4, C-1, E-2 and B-1 to allow for additional spacing between the townhouse buildings than currently provided.
50. That the applicant provides details on the planting and maintenance plan for sloped areas in front of buildings F-1, F-2, F-3, and D-2. Final details shall be approved by the Urban Design Commission and by staff.
51. That after consultation with the utility, the applicant provides additional landscaping within the gas easement as allowed. Final details shall be approved by the Urban Design Commission and by staff.

52. That the applicant revises plans to provide an accurate representation of internal sidewalk networks and any additional walls or steps that will be necessary to address grade changes. This information shall be approved by the Urban Design Commission and by staff.
53. That the applicant revises plans and provides a detailed cross section of the internal private streets that show a widened sidewalk and/or terrace, pedestrian lighting, street tree plantings, and street furniture. Final details shall be approved by the Urban Design Commission and by staff.
54. That the elevation drawings be revised to break up the long roof lines of buildings F-2 and F-3. Final design shall be approved by the Urban Design Commission and by staff.
55. That the elevation drawings be revised to correctly label all siding materials. This includes correcting the incorrectly labeled vinyl shake siding details. Final materials shall be approved by the Urban Design Commission and by staff.
56. That the applicant provides a phasing plan graphic with the plans submitted for final staff sign-off.

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 building permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.

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 finalizing your approval:

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, Room LL-100, Madison Municipal Building, 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. All operating private wells shall be identified and permitted by the Madison Water Utility and all unused private wells shall be abandoned in accordance with MGO Sec. 13.21.
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 conditional use 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. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, 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 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 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

cc: Brenda Stanley, City Engineering Division
Bill Sullivan, Fire Department
Jenny Kirchgatter, Zoning
Eric Halvorson, Traffic Engineering Division

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

<i>Signature of Applicant</i>	

<i>Signature of Property Owner (if not the applicant)</i>	

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Firchow)	<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"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: METRO