



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

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October 7, 2015

Dan Day

D'Onofrio Kottke & Associates, LLC

7530 Westward Way

Madison, Wisconsin 53717

RE: Approval of a request to rezone 702-750 University Row, Lots 2 and 3 of University Crossing, from PD(GDP) (Planned Development District–General Development Plan) to PD(SIP) (Planned Development District–Specific Implementation Plan) and approval of a Specific Implementation Plan to allow construction of a temporary parking lot with approximately 300 stalls (University Hospital and Clinics Authority/ UW Health).

Dear Mr. Day;

At its October 6, 2015 meeting, the Common Council **conditionally approved** your application for PD(SIP) approval for 702-750 University Row (Lots 2 and 3 of University Crossing) subject to the following conditions, which shall be satisfied prior to final approval and recording of the specific implementation plan and the issuance of any permits required for the project:

**Please contact Tim Troester of the City Engineering Division at 267-1995 if you have any questions regarding the following four (4) items:**

1. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of 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.
2. 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; provide oil and grease control from the first 1/2" of runoff from parking areas, 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 MGO.
3. 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.

4. 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).

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following three (3) items:**

5. 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 2 feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
6. 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.
7. All parking facility design shall conform to the standards in MGO Section 10.08(6).

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at 266-4429 if you have questions about the following three (3) items:**

8. Accessible parking shall be required. Parking requirements for persons with disabilities must comply with MGO Sec. 28.141(4)(e). Final plans shall show the required accessible stalls, including van accessible stalls.
9. Exterior lighting provided shall be in accordance with MGO Section 10.085. Provide an exterior lighting plan and fixture cut sheets, with the final plan submittal.
10. Submit a detail of the pick-up shelters with the final plan set.

**Please Contact Dennis Cawley of the Water Utility at 261-9243 if you have questions about the following two (2) items:**

11. This property is located in wellhead protection district WP-14. This proposed use is allowed in this district. Any proposed changes in use shall be approved by the Water Utility General Manager or his designee.
12. Note: 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.

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

13. Approval of 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.

**Please contact my office at 261-9632 if you have any questions regarding the following four (4) items:**

14. The approval for the temporary parking lots shall expire on January 1, 2019, at which time the lots shall be closed. Within 90 days of that date, the parking areas shall be demolished, the curb cuts removed, and the terrace and parking areas seeded with grass unless the applicant has received approval from the Common Council of an amended Specific Implementation Plan to allow the parking areas to remain. As a condition of approval of an amended PD(SIP) to allow the lots to remain, the applicant shall submit plans for the parking areas that include landscaping in excess of the minimums required in Urban Design District 6, sidewalks to connect the parking lots to University Row and Silvertree Run, and permanent curb, gutter, walkways and lighting.
15. Use of the temporary parking lots and any shuttle transportation from the site shall only be for use by off-site University Hospital and Clinics Authority (UHCA)/ UW Health employees and permitted contractors. Use of the parking and shuttle shall be by permit only. No public parking shall be permitted. The parking lots shall not be used for special events.
16. That details of the shuttle bus stop structure(s) be approved by the Planning Division prior to final approval and recording of the Specific Implementation Plan.
17. Grading for the southern temporary parking lot shall not adversely impact the grade of the 20-foot pedestrian-bicycle easement dedicated to the City with the plat of University Crossing.

**The applicant is also required to satisfy the UDC conditions of approval 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.**

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

After the planned 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: Tim Troester, City Engineering Division  
 Jeff Quamme, City Engineering Division  
 Eric Halvorson, Traffic Engineering Division  
 Dennis Cawley, Madison Water Utility  
 Jenny Kirchgatter, Assistant Zoning Administrator  
 Kay Rutledge, Parks Division  
 Bill Sullivan, Madison Fire Department

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